



**GAYLORD CITY COUNCIL
AGENDA FOR MEETING OF JUNE 25, 2012
7:00 P.M., CITY COUNCIL CHAMBERS
305 EAST MAIN STREET
GAYLORD MI 49735**

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Corrections, Deletions or Amendments to Agenda
6. Approval of Minutes
7. Public Hearings
8. Communications
9. Mayor's Report
10. Council Member's Report
11. City Manager's Report
12. City Attorney's Report
13. Chief of Police Report
14. City Clerk's Report
15. City Treasurer's Report
16. DPW Superintendent's Report
17. DDA Executive Director's Report
18. County Liaison's Report
19. Chamber of Commerce Report
20. Public Comment by Citizens

A. UNFINISHED BUSINESS:

B. NEW BUSINESS:

1. Amendment to Zoning Ordinance, Zoning Board of Appeals, Second Reading
2. Amendment to Sign Ordinance, First Reading
3. 2011/12 Budget Amendments
4. Resolution Changing July 2012 Board of Review Date

AMENDMENT TO THE SIGN ORDINANCE
CITY OF GAYLORD, MICHIGAN

Pursuant to Resolution duly enacted by the Gaylord City Council, the Sign Ordinance, being Sections 20.400 through 20.416 of the Gaylord Ordinance Code is hereby amended by addition of the following Section which shall read as follows:

"20.411a Sec. 11a. **VARIANCES FROM STRICT COMPLIANCE.**

1. Any person may make written application to the City Council for a variation from strict compliance with the terms of this Sign Ordinance. Such application shall be in writing and shall specify the reasons why such variance is being requested and will further state why such variance should be permitted in compliance with the standards set forth below.
2. The City Council shall consider the application for variance at a regular or special meeting of the City Council. At least ten (10) days prior to the meeting at which such application will be considered, the City Clerk shall provide notice of the date and time of the meeting at which the application will be considered to all owners of property within _____ feet of the nearest line of the property upon which the sign that is the subject of the application is to be located.
3. The City Council shall only grant a variance from strict enforcement of the Sign Ordinance when the applicant demonstrates unnecessary hardship and the City Council finds on the basis of the evidence presented:
 - a. That the hardship is due to unique circumstances and not to general conditions in the neighborhood;
 - b. That granting the variance will not alter the essential character of the given locality or neighborhood;
 - c. That the hardship is not the result of applicant's own actions; and
 - d. That granting the requested variance will not have adverse impact upon surrounding properties or businesses.
4. The concurring vote of five (5) members of the City Council shall be required to approve any variance pursuant to this section.
5. The City Council shall render its decision within a reasonable time after the meeting at which the applicant is considered. The decision of the City Council shall be final.

2011/12 PROPOSED BUDGET AMENDMENTS

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	2011-12		<u>YEAR TO DATE</u> JUNE 21, 2012	<u>RECOMMENDED</u> <u>AMENDMENTS</u>	<u>TOTAL AMENDED</u> <u>BUDGET</u>
		<u>ORIGINAL</u> <u>BUDGET</u>				
Fund 101 - GENERAL FUND						
Dept 172-CITY MANAGER						
101-172-702.00	Salaries	\$ 30,580.00	\$	29,351.66	\$ 32,000.00	\$ 1,420.00
101-172-714.00	Fringe Benefits	\$ 19,000.00	\$	18,243.28	\$ 19,500.00	\$ 500.00
Dept 192-ELECTIONS						
101-192-727.00	Office Supplies	\$ 500.00	\$	1,694.36	\$ 1,700.00	\$ 1,200.00
Dept 209-ASSESSOR						
101-209-714.00	Fringe Benefits	\$ 30,000.00	\$	30,254.99	\$ 32,000.00	\$ 2,000.00
101-209-818.00	Contractual Services	\$ 50,815.00	\$	49,836.79	\$ 52,000.00	\$ 1,185.00
Dept 210-CITY ATTORNEY						
101-210-818.00	Contractual Services	\$ 35,000.00	\$	33,598.89	\$ 38,000.00	\$ 3,000.00
Dept 215-CITY CLERK						
101-215-702.00	Salaries	\$ 26,500.00	\$	28,436.27	\$ 30,000.00	\$ 3,500.00
101-215-714.00	Fringe Benefits	\$ 9,540.00	\$	11,348.97	\$ 12,000.00	\$ 2,460.00
Dept 253-CITY TREASURER						
101-253-702.00	Salaries	\$ 11,500.00	\$	14,834.31	\$ 16,000.00	\$ 4,500.00
101-253-714.00	Fringe Benefits	\$ 4,945.00	\$	6,997.80	\$ 8,000.00	\$ 3,055.00
101-253-860.00	Expenses & Education	\$ 500.00	\$	683.50	\$ 700.00	\$ 200.00
101-253-956.00	Miscellaneous	\$ 3,000.00	\$	3,118.98	\$ 3,300.00	\$ 300.00
Dept 266-CITY HALL AND GROUNDS						
101-266-818.00	Contractual Services	\$ 40,000.00	\$	40,038.90	\$ 42,000.00	\$ 2,000.00

GL NUMBER	DESCRIPTION	2011-12		YEAR TO DATE JUNE 21, 2012	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
		ORIGINAL BUDGET				
101-266-853.00	Telephone Expense	\$ 550.00	\$ 588.70	\$ 4,300.00	\$ 700.00	\$ 150.00
101-266-931.00	Building Maintenance	\$ 4,000.00	\$ 4,300.00	\$ 4,300.00	\$ 4,600.00	\$ 600.00
Dept 269-RENTAL/OTHER CITY PROPERTY						
101-269-714.00	Fringe Benefits	\$ 8,510.00	\$ 9,152.70	\$ 10,000.00	\$ 10,000.00	\$ 1,490.00
101-269-775.00	Materials	\$ -	\$ 173.19	\$ 500.00	\$ 500.00	\$ 500.00
101-269-818.00	Contractual Services	\$ 5,000.00	\$ 10,364.29	\$ 13,000.00	\$ 13,000.00	\$ 8,000.00
101-269-927.00	Water Utility	\$ 3,000.00	\$ 3,946.84	\$ 4,200.00	\$ 4,200.00	\$ 1,200.00
101-269-940.00	Equipment Rental	\$ 15,000.00	\$ 23,881.13	\$ 27,000.00	\$ 27,000.00	\$ 12,000.00
Dept 276-CEMETERY OPERATION						
101-276-775.00	Materials	\$ -	\$ 405.70	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
101-276-818.00	Contractual Services	\$ -	\$ 571.20	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Dept 301-CITY POLICE DEPARTMENT						
101-301-727.00	Office Supplies	\$ 6,000.00	\$ 6,491.78	\$ 7,000.00	\$ 7,000.00	\$ 1,000.00
101-301-855.00	COMMUNICATION & RADIOS	\$ -	\$ 2,591.20	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
101-301-930.00	Outside Maintenance	\$ -	\$ 644.30	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Dept 441-DEPARTMENT OF PUBLIC WORKS						
101-441-702.00	Salaries	\$ 80,000.00	\$ 95,964.75	\$ 105,000.00	\$ 105,000.00	\$ 25,000.00
101-441-714.00	Fringe Benefits	\$ 40,800.00	\$ 75,161.23	\$ 85,000.00	\$ 85,000.00	\$ 44,200.00
101-441-740.00	Operating Supplies	\$ 1,000.00	\$ 2,793.81	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00
101-441-775.00	Materials	\$ -	\$ 906.78	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
101-441-818.00	Contractual Services	\$ 5,000.00	\$ 6,247.78	\$ 7,500.00	\$ 7,500.00	\$ 2,500.00
Dept 442-SIDEWALK FUND						
101-442-818.00	Contractual Services	\$ -	\$ 2,780.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
Dept 446-ROADWAY AND STREETS/CONTRIBUTIONS TO OTHER FUNDS						
101-446-965.00	Contributions to Other Funds	\$ 119,450.00	\$ 136,802.36	\$ 160,000.00	\$ 160,000.00	\$ 40,550.00

GL NUMBER	DESCRIPTION	2011-12		YEAR TO DATE JUNE 21, 2012	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
		ORIGINAL BUDGET				
Dept 448-STREET LIGHTING						
101-448-702.00	Salaries	\$ 3,200.00	\$	4,588.23	\$ 6,000.00	\$ 2,800.00
101-448-714.00	Fringe Benefits	\$ 2,000.00	\$	3,013.43	\$ 4,000.00	\$ 2,000.00
101-448-926.00	Street Lighting	\$ 78,000.00	\$	86,423.79	\$ 92,000.00	\$ 14,000.00
101-448-940.00	Equipment Rental	\$ 1,000.00	\$	1,407.01	\$ 2,000.00	\$ 1,000.00
Dept 546-PARKING SYSTEM						
101-546-740.00	Operating Supplies	\$ -	\$	48.85	\$ 1,000.00	\$ 1,000.00
101-546-775.00	Materials	\$ 100.00	\$	2,696.54	\$ 3,000.00	\$ 2,900.00
101-546-818.00	Contractual Services	\$ 4,000.00	\$	4,422.00	\$ 5,000.00	\$ 1,000.00
Dept 751-PARKS AND RECREATION						
101-751-702.00	Salaries	\$ 10,000.00	\$	15,684.22	\$ 20,000.00	\$ 10,000.00
101-751-714.00	Fringe Benefits	\$ 5,800.00	\$	8,832.81	\$ 11,000.00	\$ 5,200.00
101-751-775.00	Materials	\$ -	\$	1,134.76	\$ 2,000.00	\$ 2,000.00
101-751-818.00	Contractual Services	\$ 2,000.00	\$	4,450.20	\$ 5,000.00	\$ 3,000.00
101-751-940.00	Equipment Rental	\$ 6,000.00	\$	8,167.49	\$ 10,000.00	\$ 4,000.00
101-751-971.00	Land Purchase	\$ -	\$	49,032.86	\$ 50,000.00	\$ 50,000.00
Dept 910-GENERAL ADMINISTRATION						
101-910-702.00	Salaries	\$ 11,393.00	\$	15,431.73	\$ 20,000.00	\$ 8,607.00
101-910-714.00	Fringe Benefits	\$ 4,557.00	\$	11,121.75	\$ 15,000.00	\$ 10,443.00
Dept 958-PROMOTIONAL						
101-958-714.00	Fringe Benefits	\$ 5,000.00	\$	18,080.01	\$ 22,000.00	\$ 17,000.00
101-958-880.02	Christmas Decorations	\$ -	\$	905.62	\$ 1,000.00	\$ 1,000.00
101-958-880.04	Spring Clean-Up	\$ 20,000.00	\$	29,835.48	\$ 30,000.00	\$ 10,000.00
101-958-880.12	COMPOST BAGS AND BRUSH PICI	\$ 5,000.00	\$	5,107.99	\$ 6,000.00	\$ 1,000.00
101-958-940.00	Equipment Rental	\$ 5,000.00	\$	25,829.65	\$ 30,000.00	\$ 25,000.00

GL NUMBER	DESCRIPTION	2011-12		YEAR TO DATE JUNE 21, 2012	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
		ORIGINAL BUDGET	General Fund			
				<i>Total Proposed Amendment</i>		\$ 348,460.00
				<i>Original Budget</i>		\$ 2,514,526.00
				<i>Total Amended Budget</i>		\$ 2,862,986.00

The majority of the amendments in General Fund are for normal operating expenses. Due to a lighter winter, it appears as if Salaries and Wages that normally would be expensed to winter maintenance accounts, were expensed to DPW General Fund. Also with the reduction in work force over the last number of years it is harder to budget the percentage that the DPW routinely works in each department on an annual basis - because this appears to change each year with the reduction in work force. As reported to you at the budget worksession, equipment rental expenses appear to be much higher than in previous years and we have seen an increase in fringe benefit costs almost across the board. At the time we prepared these proposed amendments we still had one payroll left within the fiscal year - as well as a full month of expenses (those that will be paid in July but expense was incurred in June) to charge to each fund. So we have tried to project - and hopefully have estimated on the high side, so as not to get in trouble with the State of Michigan.

Even though at \$348,460 in budget amendments for General Fund seem "high", one thing to remember, we are only recommending amendments to those line items that to date have been overspent or we think there is a possibility that they will exceed the budgeted amount before the close of the fiscal year. Of of \$348,460 in budget amendments we are recommending, it is important to know that \$235,181 has already been paid to date. Even so General Fund as a whole remains \$56,183 under budget due to the fact that the majority of line items in the budget as a whole are under budget. To comply with State requirements we can no longer look at the bottom line of the entire budget, or on a fund level, we have to look at not overspending budgets based on a function level. Function level is determined by our auditors, there fore amending the budget by each line item, is the safe way to amend the budget.

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	2011-12		<u>YEAR TO DATE</u>	<u>RECOMMENDED</u>	<u>TOTAL AMENDED</u>			
		<u>ORIGINAL</u>	<u>BUDGET</u>				<u>JUNE 21, 2012</u>	<u>AMENDMENTS</u>	<u>BUDGET</u>
Fund 202 - MAJOR STREET									
Dept 458-STORM SEWER CONSTRUCTION									
202-458-775.00	Materials	\$	-	\$	683.45	\$	1,000.00	\$	1,000.00
202-458-818.00	Contractual Services	\$	-	\$	181.48	\$	500.00	\$	500.00
Dept 463-ROADWAY ROUTINE MAINTENANCE									
202-463-775.00	Materials	\$	1,500.00	\$	3,596.70	\$	6,000.00	\$	4,500.00
Dept 474-TRAFFIC SERVICES									
202-474-702.00	Salaries	\$	500.00	\$	445.64	\$	750.00	\$	250.00
202-474-714.00	Fringe Benefits	\$	250.00	\$	299.68	\$	400.00	\$	150.00
202-474-818.00	Contractual Services	\$	9,000.00	\$	9,334.33	\$	10,000.00	\$	1,000.00
202-474-925.00	Signal Charges	\$	18,500.00	\$	18,337.07	\$	20,000.00	\$	1,500.00
Dept 478-WINTER MAINTENANCE									
202-478-775.00	Materials	\$	30,000.00	\$	31,271.12	\$	32,000.00	\$	2,000.00
202-478-956.00	Miscellaneous	\$	-	\$	56.98	\$	100.00	\$	100.00
Dept 482-ADMINISTRATION									
202-482-702.00	Salaries	\$	21,920.00	\$	21,626.79	\$	23,000.00	\$	1,080.00
202-482-714.00	Fringe Benefits	\$	9,645.00	\$	10,778.89	\$	12,000.00	\$	2,355.00
202-482-956.00	Miscellaneous	\$	100.00	\$	229.86	\$	500.00	\$	400.00
Dept 486-TRUNKLINE MAINTENANCE									
202-486-702.00	Salaries	\$	4,500.00	\$	4,109.36	\$	7,000.00	\$	2,500.00
Dept 491-TRUNKLINE DRAINAGE									
202-491-702.00	Salaries	\$	1,000.00	\$	12,156.44	\$	15,000.00	\$	14,000.00

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	2011-12		<u>RECOMMENDED AMENDMENTS</u>	<u>TOTAL AMENDED BUDGET</u>
		<u>ORIGINAL BUDGET</u>	<u>YEAR TO DATE JUNE 21, 2012</u>		
	Major Street				
			<i>Total Proposed Amendment</i>	\$	31,335.00
			<i>Original Budget</i>	\$	322,740.00
			<i>Total Amended Budget</i>	\$	354,075.00

The same theory applies as with General Fund, even though we are recommending amendments to the budget, to date Major Street is \$75,818 under budget.

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	2011-12		<u>YEAR TO DATE</u> JUNE 21, 2012	<u>RECOMMENDED</u> AMENDMENTS	<u>TOTAL AMENDED</u> BUDGET
		<u>ORIGINAL</u> BUDGET				
Fund 203 - LOCAL STREET						
Dept 458-STORM SEWER CONSTRUCTION						
203-458-702.00	Salaries	\$ -	\$ -	153.20	\$ 500.00	\$ 500.00
203-458-714.00	Fringe Benefits	\$ -	\$ -	79.64	\$ 250.00	\$ 250.00
203-458-775.00	Materials	\$ -	\$ -	341.05	\$ 1,000.00	\$ 1,000.00
203-458-818.00	Contractual Services	\$ -	\$ -	370.13	\$ 1,000.00	\$ 1,000.00
203-458-940.00	Equipment Rental	\$ -	\$ -	141.19	\$ 500.00	\$ 500.00
Dept 463-ROADWAY ROUTINE MAINTENANCE						
203-463-940.00	Equipment Rental	\$ 5,000.00	\$ 5,000.00	11,391.30	\$ 15,000.00	\$ 10,000.00
Dept 474-TRAFFIC SERVICES						
203-474-818.00	Contractual Services	\$ 2,000.00	\$ 2,000.00	4,555.58	\$ 6,000.00	\$ 4,000.00
Dept 482-ADMINISTRATION						
203-482-702.00	Salaries	\$ 22,963.00	\$ 22,963.00	21,670.65	\$ 24,000.00	\$ 1,037.00
203-482-714.00	Fringe Benefits	\$ 10,563.00	\$ 10,563.00	11,600.51	\$ 13,000.00	\$ 2,437.00
Local Street						
				Total Proposed Amendment	\$ 20,724.00	
				Original Budget	\$ 163,671.00	
				Total Amended Budget	\$ 184,395.00	

To date Local Street is \$21,947 under budget.

2011-12
ORIGINAL BUDGET YEAR TO DATE JUNE 21, 2012 RECOMMENDED AMENDMENTS TOTAL AMENDED BUDGET

Fund 204 - MUNICIPAL STREET FUND

204-452-818.00 Contractual Services \$ 530,000.00 \$ 583,238.61 \$ 625,000.00 \$ 95,000.00

Municipal Street Fund

Total Proposed Amendment \$ 95,000.00
Original Budget \$ 550,000.00
Total Amended Budget \$ 645,000.00

Municipal Street Fund is \$32,717 over budget to date, with another month of expenses to be added.

Fund 294 - DOWNTOWN DEVELOPMENT AUTHORITY

294-482-702.00 Salaries \$ 15,000.00 \$ 13,132.12 \$ 16,000.00 \$ 1,000.00
294-482-714.00 Fringe Benefits \$ 6,000.00 \$ 4,720.52 \$ 7,000.00 \$ 1,000.00

DDA Admin

Total Proposed Amendment \$ 2,000.00
Original Budget \$ 34,000.00
Total Amended Budget \$ 36,000.00

DDA Admin is \$5,227 under budget - to date.

Fund 305 - WWWT DEBT 1

305-548-995.00 Interest Payment \$ 84,980.00 \$ 85,817.33 \$ 86,000.00 \$ 1,020.00

WWWT Debt 1

Total Proposed Amendment \$ 1,020.00
Original Budget \$ 199,980.00
Total Amended Budget \$ 201,000.00

2011-12

ORIGINAL BUDGET	YEAR TO DATE JUNE 21, 2012	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
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Fund 310 - WWWT DEBT 2 RETIREMENT FUND

310-549-991.00	Principal Payment	\$ 325,000.00	\$ 365,000.00	\$ 365,000.00	\$ 40,000.00
	WWWT Debt 2			Total Proposed Amendment	\$ 40,000.00
				Original Budget	\$ 523,788.00
				Total Amended Budget	\$ 563,788.00

Fund 310 is \$18,640 over budget to date. I think we must simply have budgeted the wrong principal and interest payments for the year.

Fund 330 - MANKOWSKI RD SP ASS DEBT RET

330-549-996.00	Interest Payment	\$ 884.00	\$ 1,083.75	\$ 1,200.00	\$ 316.00
	Mankowski Road			Total Proposed Amendment	\$ 316.00
				Original Budget	\$ 16,134.00
				Total Amended Budget	\$ 16,450.00

Fund 335 - Pavilion Debt Retirement Fund

335-549-965.00	Contributions to Other Funds	\$ -	\$ 24,303.72	\$ 25,000.00	\$ 25,000.00
	Pavilion Debt			Total Proposed Amendment	\$ 25,000.00
				Original Budget	\$ -
				Total Amended Budget	\$ 25,000.00

Nothing was budgeted in this fund in 2011/12. This amendment simply transfers the remaining equity in the fund to another account.

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	2011-12		<u>YEAR TO DATE</u> JUNE 21, 2012	<u>RECOMMENDED</u> AMENDMENTS	<u>TOTAL AMENDED</u> BUDGET
		<u>ORIGINAL</u> BUDGET				
Fund 494 - DOWNTOWN DEVELOPMENT TIF						
494-902-740.00	Operating Supplies	-	\$	4,433.90	\$	6,000.00
494-902-807.00	Audit Fees	-	\$	83.00	\$	100.00
494-902-860.00	EXPENSES & EDUCATION & CONT	-	\$	2,259.78	\$	3,000.00
494-902-900.00	Publishing	15,000.00	\$	38,849.20	\$	45,000.00
494-902-927.00	Water Utility	-	\$	558.94	\$	1,000.00
494-902-965.00	Contributions to Other Funds	41,000.00	\$	51,625.82	\$	55,000.00
						14,000.00
	DDA TIF			Total Proposed Amendment	\$	54,100.00
				Original Budget	\$	830,657.00
				Total Amended Budget	\$	884,757.00

To date DDA TIF is \$23,038 over budget. This is primarily due to a decision by the DDA Board to enter into a marketing plan which they knew would require a budget amendment prior to the end of the fiscal year.

2011-12

ORIGINAL BUDGET	YEAR TO DATE JUNE 21, 2012	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
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Fund 590 - WASTEWATER OPERATIONAL FUND

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	ORIGINAL BUDGET	YEAR TO DATE JUNE 21, 2012	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
Dept 548-WWTREATMENT FUND					
590-548-714.00	Fringe Benefits	\$ 158,000.00	\$ 167,971.64	\$ 180,000.00	\$ 22,000.00
590-548-775.00	Materials	\$ -	\$ 545.87	\$ 1,000.00	\$ 1,000.00
590-548-781.00	Repair Parts	\$ 1,200.00	\$ 2,106.73	\$ 3,000.00	\$ 1,800.00
590-548-807.00	Audit Fees	\$ 3,000.00	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00
590-548-818.00	Contractual Services	\$ 160,000.00	\$ 89,162.94	\$ 175,000.00	\$ 15,000.00
590-548-940.00	Equipment Rental	\$ 18,000.00	\$ 20,065.16	\$ 22,000.00	\$ 4,000.00
590-548-965.00	Contributions to Other Funds	\$ 17,160.00	\$ 73,624.00	\$ 75,000.00	\$ 57,840.00

Dept 895-MAIN CONSTRUCTION					
590-895-702.00	Salaries	\$ 30,000.00	\$ 28,709.32	\$ 32,000.00	\$ 2,000.00
590-895-714.00	Fringe Benefits	\$ 15,900.00	\$ 19,178.56	\$ 21,000.00	\$ 5,100.00
590-895-775.00	Materials	\$ -	\$ 1,174.26	\$ 3,000.00	\$ 3,000.00
590-895-940.00	Equipment Rental	\$ 11,000.00	\$ 11,805.35	\$ 13,000.00	\$ 2,000.00

Dept 896-SERVICE LINE CONSTRUCTION					
590-896-702.00	Salaries	\$ 3,500.00	\$ 4,697.65	\$ 6,000.00	\$ 2,500.00
590-896-714.00	Fringe Benefits	\$ 1,995.00	\$ 2,845.60	\$ 4,000.00	\$ 2,005.00
590-896-818.00	Contractual Services	\$ -	\$ 2,815.00	\$ 4,000.00	\$ 4,000.00
590-896-956.00	Miscellaneous	\$ -	\$ 1,839.88	\$ 3,000.00	\$ 3,000.00

Sewer Fund	Total Proposed Amendment	\$ 126,245.00
	Original Budget	\$ 941,855.00
	Total Amended Budget	\$ 1,068,100.00

I am aware that we will be getting a bill for sludge hauling and that we cannot anticipate what this amount will be until we receive it. Therefore the reason we have proposed the increased in the amended budget in the Contractual Services line item. Sludge hauling expenses can range in excess of \$90,000 annually. To date Sewer Fund is \$56,493 under budget.

GL NUMBER	DESCRIPTION	2011-12		YEAR TO DATE JUNE 21, 2012	RECOMMENDED AMENDMENTS	TOTAL AMENDED BUDGET
		ORIGINAL BUDGET				
Fund 591 - WATER OPERATION FUND						
Dept 556-WATER FUND						
591-556-775.00	Materials	\$ -	\$ 18.42	\$ 100.00	\$ 100.00	
591-556-807.00	Audit Fees	\$ 3,000.00	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	
591-556-818.00	Contractual Services	\$ 75,000.00	\$ 105,332.65	\$ 115,000.00	\$ 40,000.00	
591-556-920.00	Utilities	\$ 60,000.00	\$ 59,064.34	\$ 62,000.00	\$ 2,000.00	
591-556-940.00	Equipment Rental	\$ 19,000.00	\$ 22,387.42	\$ 25,000.00	\$ 6,000.00	
591-556-977.00	New Equipment	\$ 5,000.00	\$ 5,541.01	\$ 7,000.00	\$ 2,000.00	
Dept 895-MAIN CONSTRUCTION						
591-895-818.00	Contractual Services	\$ -	\$ 11,318.50	\$ 13,000.00	\$ 13,000.00	
Dept 896-SERVICE LINE CONSTRUCTION						
591-896-818.00	Contractual Services	\$ 1,000.00	\$ 5,536.00	\$ 6,000.00	\$ 5,000.00	
		Water Fund		Total Proposed Amendment	\$ 69,100.00	
				Original Budget	\$ 507,188.00	
				Total Amended Budget	\$ 576,288.00	

We rehabilitated a well within this fiscal year - therefore the reason for the need to amend the Contractual Services line item. To date Water Fund is \$1,572 over budget.

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	2011-12		<u>YEAR TO DATE</u>	<u>RECOMMENDED</u>	<u>TOTAL AMENDED</u>
		<u>ORIGINAL</u>	<u>BUDGET</u>			

Fund 661 - EQUIPMENT FUND						
Dept 930-MOTOR VEHICLE POOL						
661-930-714.00	Fringe Benefits	\$	48,000.00	\$	51,465.58	\$ 7,000.00
661-930-781.00	Repair Parts	\$	40,000.00	\$	48,036.50	\$ 12,000.00
661-930-940.00	Equipment Rental	\$	-	\$	268.05	\$ 400.00
661-930-956.00	Miscellaneous	\$	-	\$	42.00	\$ 100.00
661-930-977.00	New Equipment	\$	5,000.00	\$	5,319.25	\$ 1,000.00

Dept 932-PD Equipment Maintenance						
661-932-702.00	Salaries	\$	2,000.00	\$	2,899.38	\$ 2,000.00
661-932-714.00	Fringe Benefits	\$	1,000.00	\$	1,776.93	\$ 1,500.00
661-932-781.00	Repair Parts	\$	2,500.00	\$	3,129.15	\$ 1,500.00
661-932-977.00	New Equipment	\$	-	\$	32,066.53	\$ 35,000.00
Equipment Fund						
			Total Proposed Amendment	\$		60,500.00
			Original Budget	\$		364,500.00
			Total Amended Budget	\$		425,000.00

To date Equipment Fund is \$11,952 under budget .

Total City of Gaylord 2011/12 Budget Amendments and Totals	Total Proposed Amendment	\$ 873,800.00
	Original Budget	\$ 7,562,919.00
	Total Amended Budget	\$ 8,436,719.00


June 21, 2012

The third week of July is turning out to be busy in the City. On Tues. July 17, I would like to attend the Alpenfest Honors luncheon, to support City Manager, Joe Duff, I usually hold the July board of review in the afternoon after the luncheon, however this year I have a MTT hearing scheduled that afternoon.

So, I would like to request that the Gaylord City Council pass a resolution to allow the July Board of Review be held on any day during the third week of July, as allowed by MCL 211.53(7)(b).

If you need any other information, please let me know.

Thanks,



Debbie

Resolution Changing July 2012 Board of Review Date

Motion by _____, supported by _____,

Whereas, in accordance with MCL 211.53(7)(b), the Gaylord City Council hereby authorizes the July 2012 Board of Review be held at a date and time to be determined by the City Assessor during the third week of July.

Ayes:

Nays:

Abstained: