



CITY OF BRIGHTON
REPORT FROM THE CITY MANAGER TO CITY COUNCIL
JUNE 7, 2018

**SUBJECT: CONSIDER APPROVAL OF THE BUDGET AMENDMENTS FOR THE FISCAL YEAR
ENDING JUNE 30, 2018**

ADMINISTRATIVE SUMMARY

- In compliance with statutory budgeting and accounting requirements City Council must amend the 2017-2018 budget prior to June 30, 2018 such that actual expenditures do not exceed budgeted amounts.
- The 2017/18 Year End Budget Amendments are attached. These amendments result from changes in revenues and expenditures throughout the budget year.

The Projected Fund Balance for General Fund is based on **budgeted** financial outcomes at year-end. Final numbers for the year ending June 30, 2018 will not be available until after the audit is completed.

The projected Fund Balance for the General Fund is computed as follows:

Unassigned Fund Balance at 6/30/17 per the audit \$1,021,687

Budgeted Results of Operations for FY 2017-2018

Revenues per original budget	8,526,205
Expenditures per original budget	<u>8,486,309</u>
Original Budgeted addition to Fund Balance	39,896
Amendments made throughout the year	(170,550)
Recommended Year End Budget Amendments	<u>475,515</u>
Projected Addition to Fund Balance	344,861

Budgeted Unassigned Fund Balance at 6/30/18 \$1,366,548

RECOMMENDATION

It is the recommendation of staff that the City Council approve the attached budget amendments.

Prepared by: Gretchen M. Gomolka, Finance Director

Reviewed &
Approved by: Nate Geinzer, City Manager

Attachments: 1. Resolution 18-XX
2. FY 2017-18 Year End Budget Amendments

RESOLUTION 18-

TO AMMEND THE 2016-17 YEAR END BUDGET APPROPRIATIONS

WHEREAS, the Brighton City Council adopted the original Fiscal Year 2017-18 budget; and

WHEREAS, statutory budgeting and accounting requirements require that the budget be amended prior to year-end for changes to revenues and expenditures that were unknown at time of original adoption; and

WHEREAS, the City Manager has recommended certain amendments to the City's Funds:

NOW, THEREFORE, BE IT RESOLVED by the Brighton City Council as follows:

1. The Brighton City Council amends the FY 2017-18 Budget appropriation levels pursuant to the recommendations of the City Manager, as provided in the attached sheets, which are made a part of this Resolution.

AYES: _____
 NAYS: _____
 ABSTAIN: _____
 ABSENT: _____

RESOLUTION DECLARED ADOPTED

Dated:_____

CERTIFICATION

I, Tara Brown, City Clerk of the City of Brighton, do hereby certify that the foregoing is true and correct copy of a Resolution adopted by the City Council of the City of Brighton at a regular meeting held on June 7, 2018.

Tara Brown, City Clerk

City of Brighton
2017-18 Year End Budget Amendments

GENERAL FUND

<u>Revenue</u>	<u>Amount Inc/(Dec)</u>	<u>Description</u>	<u>Account Number</u>
Licenses & Permits	205,000.00	Higher than anticipated building permits issued	101-010-0000-600-47700
PPT Reimbursement	195,615.00	Higher than anticipated revenue	101-010-0000-000-57300
Revenue Sharing	30,000.00	Higher than anticipated revenue	101-010-0000-000-57400
Total Revenue	430,615.00		
 Expenditures			
City Council			
Per Diems	5,000.00	Higher Per Diems, due to higher attendance at meetings	101-101-0000-170-70100
City Manager			
Salaries	3,500.00	Vacation payout to former Management Assistant	101-172-0000-170-70200
Health Insurance	11,000.00	Changes in benefit elections	101-172-0000-170-71600/71602
Police			
Retiree Healthcare	33,600.00	Higher than anticipated premium Increases	101-869-0000-300-71600
Public Works			
Street Lighting Service	(35,000.00)	Reduced costs due to full LED conversion	101-441-4800-440-92400
Community Development			
Personnel Adjustment	(70,000.00)	Salaries and benefits savings from vacancies during year	101-728-0000-600-70200
General Government Retiree Healthcare			
Retiree Healthcare	7,000.00	Higher than anticipated premium Increases	101-966-0000-170-99959
Total Expenditures	(44,900.00)		
Net Change to Budgeted General Fund Balance	475,515.00		

SPECIAL REVENUE FUNDS

Major Streets Fund

<u>Revenue</u>	<u>Amount Inc/(Dec)</u>	<u>Description</u>	<u>Account Number</u>
Act 51 Revenue	50,000.00	Higher than anticipated revenue	202-010-0000-440-54600
Local Community Stabilizaiton	50,270.00	Additional one time road funding	202-010-0000-440-57300
Transfer from DDA	(900,000.00)	Costs of Challis less than originally anticipated	202-010-0000-440-69944
Total Revenue	(799,730.00)		
 Expenditures			
General Administration	969.00	Higher than anticipated insurance and audit costs	202-250-0000-440-80200/96100
Streets - Engineering	17,728.00	Final Carryover engineering payments - Grand River	202-447-0000-440-80302
Roadway Construction	13,143.00	Final Carryover construction payments - Grand River	202-451-0000-440-97102
Roadway Construction	(900,000.00)	Costs of Challis less than originally anticipated	202-451-0000-440-97102
Storm Drain Vehicles R&M	10,500.00	Higher than anticipated repairs to vactor and street sweeper	202-535-0000-440-93202
	14,000.00	\$7,535 repair of storm line on Brighton Lake Rd, \$6,465 higher than anticipated hauling of street sweepings	202-535-0000-440-83100
Storm Drain Contractual Services			
Storm Drain Supplies/misc	2,000.00	Higher than anticipated costs	202-535-0000-440-78000/95600
Routine Maintenance	500.00	Higher than anticipated costs	202-463-0000-440-77900
Traffic Services - Contractual Services	14,100.00	Higher than anticipated crosswalk and street light repairs	202-474-0000-440-83100
Total Expenditures	(827,060.00)		
Net Change to Budgeted Major Streets Fund Balance	27,330.00		

Brighton Arts & Culture Commission (BACC)

<u>Revenue</u>	<u>Amount Inc/(Dec)</u>	<u>Description</u>	<u>Account Number</u>
Grant Revenue	14,500.00	Grants from the Community Foundation (\$11,000) and MI Association of Realtors (\$3,500)	261-010-0000-000-54850
 Expenditures			
Contractual Services	8,000.00	Grant expenditures for sculptures and placemaking signage	261-804-0000-170-83100
Miscellaneous	6,000.00	Grant expenditures for Hyne Alley and Sculpture Garden promotion	261-804-0000-170-88000
Total Expenditures	14,000.00		
Net Change to Budgeted BACC Fund Balance	500.00		

DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

<u>Revenue</u>	Amount Inc/(Dec)	Description	Account Number
Bond Proceeds	(1,500,000.00)	Bond issuance less than originally budgeted	494-010-0000-440-69800
Total Revenue	(1,500,000.00)		
<u>Expenditures</u>			
Millpond Project	(180,500.00)	Lower than originally anticipated	494-902-0000-440-97102
Streetscape	25,000.00	New lighted crosswalks	494-902-0000-440-97013
Bond Debt Service	(287,500.00)	No principal payments on new bond in 1st year	494-906-0000-440-99100
Loan Principal and interest	237,048.00	Payoff and interest of second street land contract	494-906-0000-440-99101
Appropriation to Major Streets	<u>(900,000.00)</u>	Costs of Challis less than originally anticipated	401-902-0000-440-95600
Total Expenditures	(1,105,952.00)		
Net Change to Budgeted DDA Fund Balance	<u><u>(394,048.00)</u></u>		



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL June 7 2018

SUBJECT: REPLACEMENT OF IRON FILTER MEDIA AT CHALLIS ROAD WATER PLANT

ADMINISTRATIVE SUMMARY

- Staff has discovered Anthracite media in the backwash beds at the Challis Road Water Plant.
- The cause of the presence of this media is currently unknown and will be determined during an inspection of Iron Filter #2 by the contractor.
- The cost of total replacement of the media bed will be \$42,988.00.
- If it is determined there has been no misplacement of larger media, then only the Anthracite media will need to be replaced, which will be done for a lower cost.
- This replacement was not a planned expenditure; however funding is available in the utility reserve line item.

RECOMMENDATION

Approval of the replacement of the Amthracite media and/or iron filter at the Challis Road Water Plant in an amount not to exceed \$42,988.00.

Prepared by: Tim Krugh, Utilities Director

Approved by: Nate Geinzer, City Manager

Attachment: Proposal from Northern Pump & Well for Replacement of the media bed



6837 West Grand River Ave

City of Brighton
 200 North First Street
 Brighton, MI 48116-1593

Proposal

Date	Proposal #
5/17/2018	18-Q1528

Description	Qty	Rate	Total
This proposal is for Iron Filter media replacement			
Removal of media from three 8 ft. x 38 ft. filter tanks, by a vacuum truck (Estimated two days)	1	9,300.00	9,300.00
Estimated total for disposal of 1003 plus or minus cubic feet of spent media in a land fill	1	1,700.00	1,700.00
Cost to perform an analytical test on media, and disposable	1	1,550.00	1,550.00
Media type and quantity 1 1/2 x 3/4 Gravel 44 cuft 3/4 x 1/2 Gravel 45 cuft 1/2 x 1/4 Gravel 48 cuft 1/4 x #10 Gravel 40 cuft .60 - .80 Anthracite UC 1.75 - 760 cuft	1	17,538.00	17,538.00
Tank cleaned with high-pressure washer, inside, and inspected for defects (3 Hours)	3	600.00	1,800.00
Labor: load filter tank, chlorinate and back wash	30	370.00	11,100.00
This proposal does not include repair of or parts to the tank, if any are needed			
NOTE: Should conditions change and/or any additional work be required, beyond the original scope of this project, our standard hourly rates will apply. Northern Pump & Well will consult with you prior to the additional work being performed.			
Signature: _____ Date: _____			
Purchase Order No. (if required): _____			
* If this proposal meets your approval, please sign / date and return to fax number: 517 - 322 - 0135			
Dale Stewart / Northern Pump & Well Company / Tel. (517) 322-0219			
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Proposal is good for 60 days from date on proposal </div>			
If you have any questions please feel free to call: 877-477-1757 or 517-242-8949		Total	\$42,988.00