

May 26, 2015

Mayor Jenkins opened the regular meeting of the Gaylord City Council with prayer by Council Member Sharrard at 7:00 p.m. on Tuesday, May 26, 2015, in the City Council Chambers, located in the Gaylord City Hall, 305 East Main Street, Gaylord, Michigan. The Pledge of Allegiance followed the invocation.

Members Present: Campbell, Duczkowski, Jenkins, Mankowski, Sharrard and Wishart.

Members Absent: Johnson.

Motion by Duczkowski, supported by Campbell, to amend the agenda for the meeting by adding the following under New Business:

Request by the Otsego County Mounted Division for a Parade Permit

Ayes: Unanimous. Motion carried.

Motion by Campbell, supported by Sharrard, to dispense with the reading of the minutes of the meetings of May 11th and May 13th and to accept them as presented.

Ayes: Unanimous. Motion carried.

Mayor Jenkins opened the public hearing for consideration of the 2015.16 Annual Budget and Millage Levies at 7:03 p.m. City Manager Joseph Duff provided a verbal summary of both the budget and proposed millage levies. Public comment was solicited. Mayor Jenkins closed the public hearing at 7:25 p.m. There was no public comment.

Mr. Brad Butcher of Sidock Architect Group was in attendance to request, on behalf of his client Zazu, LLC, a Setback Variance at 101 East Mitchell Street. The request is to allow the construction of an addition to the existing building to be used for both residential and commercial purposes. The ordinance for the C-2 District requires a 25' rear yard setback. Zazu is requesting they be permitted to construct the addition 5' from the rear property line. Mr. Butcher provided a site plan of the property and City Treasurer/Zoning Administrator reported that communications he had received from adjacent property owners indicated they were in support of the project.

Motion by Mankowski, supported by Campbell, to approve a request by Zazu, LLC for a Setback Variance at 101 East Mitchell Street. Permission is granted to construct an addition to the existing building 5' from the rear property line.

Ayes: Unanimous. Motion carried.

Mr. Kris Klay of Big Ticket was in attendance to request permission to use City property located on North Center Avenue, West Street and the northern portion of Fairview Cemetery for overflow camping and parking during the Big Ticket Festival to be held June 25th through June 27th.

Ayes: Campbell, Duczkowski, Jenkins, Mankowski and Wishart.

Nays: Sharrard. Motion carried.

Motion by Mankowski, supported by Sharrard, to adopt the 2015/16 Budget and Millage Levy as follows:

REVENUES

101	General Fund	\$2,732,392
202	Major Street Fund	342,800
203	Local Street Fund	186,000
204	Municipal Street Fund	1,485,777
302	Industrial Park Debt Retirement Fund	76,063
305	WWT Debt Retirement #1 Fund	217,130
310	WWT Debt Retirement #2 Fund	523,687
315	City Hall/DPW Debt Retirement Fund	259,330
394	Edelweiss Special Assessment Debt Retirement Fund	56,000
494	Downtown Development TIF Fund	722,930
590	WWT Operations Fund	932,600
591	Water Operations Fund	551,050
592	SAW Grant Fund	640,000
661	Equipment Fund	409,500
711	Perpetual Care Fund	0
730	Sick Leave Fund	<u>0</u>
	TOTAL REVENUES	\$9,135,259

EXPENSES

101	General Fund	\$2,683,356
202	Major Street Fund	410,360
203	Local Street Fund	185,640
204	Municipal Street Fund	1,480,690
302	Industrial Park Debt Retirement Fund	76,063
305	WWT Debt Retirement #1 Fund	185,594
310	WWT Debt Retirement #2 Fund	522,243
315	City Hall/DPW Debt Retirement Fund	227,725
394	Edelweiss Special Assessment Debt Retirement Fund	55,513
494	Downtown Development TIF Fund	662,430
590	WWT Operations Fund	947,360
591	Water Operations Fund	756,903
592	SAW Grant Fund	640,000
661	Equipment Fund	<u>494,924</u>
	TOTAL EXPENSES	\$9,328,800

And to approve a levy of 11.5869 mills for general operating purposes, .6000 mills for composting and curbside recycling purposes, 4.1513 mills for street/infrastructure improvements, 2.5000 mills for WWT Debt Retirement purposes, 1.6000 for City Hall/DPW Capital Improvement Debt Retirement purposes, and 1.8582 in the Downtown Development District; and,

Furthermore, the Gaylord City Council, for the fiscal year 2015-2016 and subject to affirmance or modification following the public hearing required by MCL 41.801, does hereby set the amount of the

special assessment heretofore imposed upon all properties within the special assessment district pursuant to MCL 41.801 in the amount of 1.2500 mills of the taxable value of each parcel within the special assessment district as heretofore created. The purpose of the special assessment is to defray some or all of the cost of police or fire motor vehicles, apparatus, equipment and housing and the maintenance and operation of the city police and fire departments.

Ayes: Unanimous. Motion carried.

Motion by Wishart, supported by Duczkowski, **BE IT RESOLVED**, that expenditures for the fiscal year beginning July 1, 2015, and ending June 30, 2016, are hereby appropriated as follows:

GENERAL FUND, 101

Fringe Benefits/General Expenditures	\$	14,000	
City Council		27,850	
City Manager		60,300	
Elections		16,400	
Accounting & Auditing		19,000	
Assessor		92,600	
City Attorney/Legal Fees		40,000	
City Clerk		13,900	
Board of Review		2,380	
Administrative Supplies		32,000	
City Treasurer		35,058	
City Hall and Grounds		38,150	
Rental/Other City Property		104,440	
Cemetery Operations		101,900	
City Police Department		1,068,500	
Fire Services		62,892	
Planning Commission		9,105	
Department of Public Works		216,100	
Sidewalk Fund		25,000	
D.D.A. District		64,100	
Curbside Recycling		104,250	
Contributions to Other Funds, Streets and Debt Retirement		126,063	
Street Lighting		94,940	
Parking System		80,600	
Parks and Recreation		41,760	
Insurance and Bonds		15,500	
General Administration		74,918	
Health Insurance Premiums		28,000	
Promotional		73,650	
GENERAL FUND TOTAL, 101	\$		2,683,356
MAJOR STREET FUND, 202	\$		410,360
LOCAL STREET FUND, 203	\$		185,640

MUNICIPAL STREET FUND, 204	\$ 1,480,690
INDUSTRIAL PARK DEBT RETIREMENT FUND, 302	\$ 76,063
WWT DEBT #1 DEBT RETIREMENT FUND, 305	\$ 185,594
WWT DEBT #2 DEBT RETIREMENT FUND, 310	\$ 522,243
CITY HALL/DPW DEBT RETIREMENT FUND, 315	\$ 227,725
EDELWEISS SPECIAL ASSESS DEBT RETIRE FUND, 394	\$ 55,513
DOWNTOWN DEVELOPMENT TIF FUND, 494	\$ 662,430
WWT OPERATIONS FUND, 590	\$ 947,360
WATER OPERATIONS FUND, 591	\$ 756,903
SAW GRANT FUND, 592	\$ 640,000
EQUIPMENT FUND, 661	\$ 494,924

BE IT FURTHER RESOLVED that the revenues for the 2015/16 fiscal year are estimated as follows:

GENERAL FUND, 101

Property Taxes – 11.5869 Mills	\$ 1,945,000	
Property Taxes – 0.6 Mills for Composting/Curbside Recycling	99,200	
Special Assessment Levy – 1.25-Mill, Police and Fire Services	181,359	
State Revenues	326,450	
Licenses & Permits	1,050	
Interest	700	
Other Revenue	15,000	
Franchise Fees	64,000	
Transfers f/Other Funds	37,833	
Royalties	5,000	
Cemetery Operations	14,000	
City Police Department	8,500	
DDA District	32,050	
Parking System	2,250	
Estimated Surplus Over Expenditures	<u>(49,036)</u>	
TOTAL		\$ 2,683,356

MAJOR STREET, 202

Revenues	\$ 342,800	
Contributions From Other Sources	0	
Accumulated Surplus From Prior Years	<u>67,560</u>	
TOTAL		\$ 410,360

LOCAL STREET, 203

Revenues	\$ 86,000	
Contributions From Other Sources	100,000	
Estimated Surplus Over Expenditures	<u>(360)</u>	
TOTAL		\$ 185,640

MUNICIPAL STREET FUND, 204

Property Taxes – 4.1513 Mills	\$ 680,300
Road Commission Millage – 1.0000 Mills	165,000

Federal Revenue	640,477	
Estimated Surplus Over Expenditures	(5,087)	
TOTAL		\$ 1,480,690
INDUSTRIAL PARK DEBT RETIREMENT FUND, 302		
Revenues	\$ 0	
Contributions From Other Funds	76,063	
Estimated Surplus Over Expenditures	<u>0</u>	
TOTAL		\$ 76,063
WWT DEBT#1 DEBT RETIREMENT FUND, 305		
Revenues	\$ 217,130	
Estimated Surplus Over Expenditures	<u>(31,536)</u>	
TOTAL		\$ 185,594
WWT DEBT #2 DEBT RETIREMENT FUND, 310		
Property Taxes – 2.5000 Mills	\$ 412,037	
Revenues	111,650	
Estimated Surplus Over Expenditures	<u>(1,444)</u>	
TOTAL		\$ 522,243
CITY HALL/DPW DEBT RETIREMENT FUND, 315		
Property Taxes – 1.6000 Mills	\$ 259,330	
Revenues	0	
Estimated Surplus Over Expenditures	<u>(31,605)</u>	
TOTAL		\$ 227,725
EDELWEISS SPECIAL ASSESSMENT DEBT RETIRMENT FUND, 394		
Special Assessment Collections	\$ 56,000	
Revenues	0	
Estimated Surplus Over Expenditures	<u>(487)</u>	
TOTAL		\$ 55,513
DOWNTOWN DEVELOPMENT TIF FUND, 494		
Property Taxes, TIF Capture	\$ 107,750	
Property Taxes, 1.8582 Mills	33,000	
Private Contributions	256,040	
Federal Revenue	307,640	
Revenues	18,500	
Estimated Surplus Over Expenditures	<u>(60,500)</u>	
TOTAL		\$ 662,430
WWT OPERATIONS FUND, 590		
Revenues	\$ 932,600	
Accumulated Surplus From Prior Years	<u>14,760</u>	
TOTAL		\$ 947,360
WATER OPERATIONS FUND, 591		
Revenues	\$ 551,050	
Accumulated Surplus From Prior Years	<u>205,853</u>	

TOTAL		\$ 756,903
SAW GRANT FUND, 592		
Revenues	\$ 640,000	
Accumulated Surplus From Prior Years	<u>0</u>	
TOTAL		\$ 640,000
EQUIPMENT FUND, 661		
Revenues	\$ 409,500	
Accumulated Surplus From Prior Years	<u>85,424</u>	
TOTAL		\$ 494,924

AND BE IT FURTHER RESOLVED that 11.5869 mills be levied on the taxable valuation for the purpose of paying the General Fund operating expenses for the 2015/16 fiscal year; and

BE IT FURTHER RESOLVED that 0.6000 mills be levied on the taxable valuation for the purpose of providing funds for composting and curbside recycling within the City of Gaylord; and

BE IT FURTHER RESOLVED that 4.1513 mills be levied on the taxable valuation for the purpose of providing funds for improvements to the streets and related infrastructure within the City of Gaylord; and

BE IT FURTHER RESOLVED that 2.5000 mills be levied on the taxable valuation for the purpose of meeting 1999 General Obligation Debt Fund requirements (Wastewater Treatment Plant Expansion Project) for the fiscal year; and

BE IT FURTHER RESOLVED that 1.6000 mills be levied on the taxable valuation for the purpose of meeting 2006 General Obligation Debt Fund requirements (City Hall/DPW Capital Improvement Construction Project) for the fiscal year; and

BE IT FURTHER RESOLVED that 1.8582 mills be levied on the taxable valuation in the Downtown Development District for the purpose of paying Downtown Development Administration expenses for the fiscal year; and

BE IT FURTHER RESOLVED that, subject to affirmance or modification following the public hearing required by MCL 41.801, that the amount of the special assessment heretofore imposed upon all properties within the special assessment district pursuant to MCL 41.801 for the fiscal year 2015-2016 shall be in the amount of 1.2500 mills of the taxable value of each parcel within the special assessment district as heretofore created.

BE IT FURTHER RESOLVED that the City Treasurer is hereby authorized to collect 11.5869 mills for general operation purposes; .6000 mills for composting and curbside recycling purposes; 4.1513 mills for street and infrastructure improvements; 2.5000 mills and 1.6000 mills for debt retirement purposes, 1.8582 mills be collected on the taxable valuation in the Downtown Development District for administration purposes and a Special Assessment equal to 1.2500 mills of taxable value of each parcel subject to the Special Assessment be levied for the purpose of defraying some or all of the cost of police or fire motor vehicles,

apparatus, equipment and housing and the maintenance and operation of the City Police and Fire departments.

BE IT FURTHER RESOLVED that the City Manager and City Clerk are hereby authorized to make budgetary transfers within the appropriations established in this budget, and that all transfers between appropriations may be made only by further action of the Gaylord City Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.

Ayes: Unanimous. Motion carried.

Motion by Duczkowski, supported by Wishart, WHEREAS, the Gaylord City Council, does hereby resolve that it is its intention in regard to the special assessment district heretofore created for the purpose of defraying some or all of the cost of the operation of the City Police and Fire Departments, that the special assessment for the fiscal year 2015-2016 shall be in the amount of 1.2500 mills of the taxable value of each parcel subject to the special assessment. It is further resolved that the City Manager shall prepare a special assessment roll. It is further resolved that the City Council shall hold a hearing at the next regular City Council Meeting at 7:00 p.m. on Monday, June 8, 2015, on the costs and expenses of police and fire protection and on the aforesaid proposed amount of the special assessment and on the special assessment roll and the City is directed to give notice of said public hearing as required by MCL 41.801.

Ayes: Unanimous. Motion carried.

Motion by Wishart, supported by Sharrard, to grant the request by Otsego County Mounted Division for a Parade Permit for the "Pony Express" Parade to be held June 13th, 2015.

Ayes: Unanimous. Motion carried.

Motion to adjourn.

Meeting adjourned at 7:49 p.m.

Rebecca Curtis, City Clerk

John Jenkins, Mayor