



**CITY OF NOVI CITY COUNCIL  
SEPTEMBER 12, 2022**

**SUBJECT:** Approval of resolution to authorize Budget Amendment #2023-1.

**SUBMITTING DEPARTMENT:** Finance

**BACKGROUND INFORMATION:**

The City's annual budget is adopted by the third Monday in May each year and is effective July 1<sup>st</sup> each year. Quarterly budget amendments, along with rollover budget amendments, are approved by Council throughout the fiscal year.

Rollover budget amendments consist of projects or contracts that were budgeted for in the prior fiscal year and not completed by fiscal year-end. The balance of the incomplete contracts and projects as of June 30, 2022, will be expended in fiscal year (FY) 2022/2023, so it is necessary to amend the adopted FY 2022-23 budget so these commitments can be completed. Final year-end closeout numbers for FY 2021-22 have become available, so the rollover budget amendment represents the projects/commitments that are in progress and not completed by June 30, 2022.

**RECOMMENDED ACTION:** Approval of resolution to authorize Budget Amendment #2023-1.

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
<b>GENERAL FUND</b>			
<b>Expenditures</b>			
101-172.00-816.002	Entryway Signage Grant Prgrm Residential	Other services and charges	32,518
101-172.00-816.082	Internet Connectivity & Broadband Study	Other services and charges	61,763
101-201.00-850.006	OnBase Advance Capture	Other services and charges	8,830
101-205.00-850.000	Internal Technology (Server for DPW & Civic Center)	Other services and charges	8,630
101-205.00-850.004	Wi-Fi Access Point Replacements (16)	Other services and charges	8,997
101-205.00-986.021	IFT003 Virtual Server Infrastructure(VSI)-CC	Capital Outlay	17,520
101-215.00-976.097	FAC036 Department Remodel - City Clerk	Capital Outlay	250,000
101-265.00-816.044	Construct Analysis - PD 2nd for reno	Other services and charges	31,265
101-265.00-816.052	FAC035 Renov Feasibility Study - Fire	Other services and charges	134,000
101-265.00-976.104	FAC013 Irrigation Replace - Civic Center	Capital Outlay	75,854
101-265.00-976.135	FAC037 Elevator Mechanicals - Police	Capital Outlay	173,800
101-295.00-982.057	COR001 Entrywy Sign Replace (17;3 pr yr)	Capital Outlay	120,000
101-301.00-740.200	Supplies - Desk chairs and file cabinets	Supplies	12,722
101-301.00-852.000	Radio-maintenance & replacement	Other services and charges	12,754
101-301.00-852.002	PS25 Radio System Equipment replace	Capital Outlay	102,730
101-301.00-980.000	Communications equipment	Capital Outlay	74,410
101-337.00-852.002	PS25 Radio System Equipment replace	Capital Outlay	26,200
101-337.00-982.075	COR023 Paging Talk Groups (10) - Fire	Capital Outlay	12,000
101-371.00-986.030	CDB001 CD Tech Upgrades Ph1-BSA PZE	Capital Outlay	15,895
101-442.00-976.115	Fleet Bay Garage Doors(3) Replace &Widen	Capital Outlay	11,386
101-442.20-967.021	ENG068 NSP 2021 (FY 2021-22)	Capital Outlay	200,000
101-442.30-982.088	Equipment Tilt Trailer (replace 660)	Capital Outlay	7,590
101-442.30-983.027	Vehicle w/Plow-DPW FO (replace #610)	Capital Outlay	30,790
101-442.30-983.028	Vehicle w/Plow-DPW FO (replace #615)	Capital Outlay	14,972
101-442.30-983.051	Vehicle w/plow (replace 650) - IS FMPM	Capital Outlay	14,972
101-442.30-983.056	Vehicle w/ Plow (replace 628) - DPW FO	Capital Outlay	14,972
101-442.30-983.063	Vehicle w/ Plow (replace 692) - DPW FO	Capital Outlay	14,972
101-442.30-984.025	FLD036 HiLo Lift Truck (replace #627)	Capital Outlay	68,932
101-442.30-984.030	FLD028 Dump Truck (replace #691)	Capital Outlay	67,256
101-442.30-984.034	FLT007 Sign truck (replace 635)	Capital Outlay	176,961
101-807.00-816.003	SIP025 Nonmotorized Master Plan Update	Other services and charges	38,640
101-807.00-816.051	SIP004 Master Plan-Land Use & Thrghfare	Other services and charges	199,244
			<u>\$ 2,040,575</u>

**Net Increase (decrease) to fund balance \$ (2,040,575)**

<b>Ending Fund Balance</b>	<b>\$13,919,894</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>33%</b>

<b>MAJOR STREET FUND</b>			
<b>Expenditures</b>			
202-202.00-816.045	Environmental Assess Beck Rd (6Mi-PT)	Other services and charges	12,500
202-202.00-865.260	082-03 Crescent Blvd;NWRing Rd(246 Fund)	Capital Outlay	88,963
			<u>\$ 101,463</u>

**Net Increase (decrease) to fund balance \$ (101,463)**

<b>Ending Fund Balance</b>	<b>\$1,094,807</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>16%</b>

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
<b>LOCAL STREET FUND</b>			
<b>Revenues</b>			
203-000.00-676.204	Transfer from Municipal Street Fund	Transfers In	1,150,000
			<u>\$ 1,150,000</u>
<b>Expenditures</b>			
203-203.00-864.223	102-01 NRP 2021 - Asphalt (FY2021-22)	Capital Outlay	25,820
203-203.00-864.231	102-01 NRP 2022 - Concrete (FY 2022-23)	Capital Outlay	70,875
203-203.00-864.233	102-01 NRP 2022 - Asphalt (FY 2022-23)	Capital Outlay	231,750
203-203.00-865.186	ENG066 Cranbrooke Dr (9 Mi-VillageWood)	Capital Outlay	23,627
203-203.00-865.230	ENG077 12 Mile Rd Recon(Medina-Cty Lmts)	Capital Outlay	34,358
203-203.00-865.270	ENG038 Flint St - Ph2; SW Ring Rd	Capital Outlay	574,782
203-203.00-866.070	Routine Maintenance - Concrete Panel Repairs	Maintenance	122,000
			<u>\$ 1,083,212</u>
<b>Net Increase (decrease) to fund balance</b>			<b>\$ 66,788</b>

<b>Ending Fund Balance</b>	<b>\$825,993</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>10%</b>

<b>MUNICIPAL STREET FUND</b>			
<b>Expenditures</b>			
204-000.00-965.203	Transfer to Local Street Fund	Transfers Out	1,150,000
204-204.00-863.108	Intersection Impr -13 Mile/Haggerty RCOC	Capital Outlay	65,000
204-204.00-865.034	162-01 12 Mile Rd Widen (Beck - Cabaret)	Capital Outlay	337,921
204-204.00-865.187	ENG060 10 Mile Rd & Oper Enhance RCOC	Capital Outlay	5,300,000
204-204.00-865.188	CONTRA ENG060 10 Mile Rd & O E RCOC	Capital Outlay	(4,805,000)
204-204.00-865.221	ENG057 Novi Rd (9 Mile - 10 Mile) RCOC	Capital Outlay	367,150
204-204.00-967.020	Contra - ENG068 NSP (Fund 101)	Capital Outlay	(200,000)
204-204.00-967.021	ENG068 NSP 2021 (FY 2021-22)	Capital Outlay	388,396
204-204.00-974.469	135-70 Seg70 Meadow Gatew to 11	Capital Outlay	98,903
204-204.00-974.475	085-81 Seg80B81A&81B-10Mi(SS;Mdwbk-Hagg)	Capital Outlay	1,210,000
204-204.00-974.478	2019 Pathways & ADA Improve	Capital Outlay	189,050
204-204.00-974.479	2019 Sidewalks & ADA Improve-Alloc 400	Capital Outlay	(127,376)
204-204.00-974.488	135-70 Seg70 Meadowbrook-Alloc 400	Capital Outlay	(98,903)
204-204.00-974.490	Borchart Dr Sdwik (SS;Slivery-SchCross)	Capital Outlay	41,388
			<u>\$ 3,916,529</u>
<b>Net Increase (decrease) to fund balance</b>			<b>\$ (3,916,529)</b>

<b>Ending Fund Balance</b>	<b>\$1,375,056</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>13%</b>

<b>PARKS, RECREATION, AND CULTURAL SERVICES FUND</b>			
<b>Expenditures</b>			
208-691.00-740.086	Park Signage	Supplies	5,480
208-691.00-740.205	Villa Barr Property Operating Costs	Supplies	20,360
208-691.00-740.601	Operating Supplies - Park Amenities	Supplies	6,270
			<u>\$ 32,110</u>
<b>Net Increase (decrease) to fund balance</b>			<b>\$ (32,110)</b>

<b>Ending Fund Balance</b>	<b>\$1,165,859</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>37%</b>

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
<b>TREE FUND</b>			
<b>Expenditures</b>			
209-691.00-977.013	PRC031 Lakeshore Park	Capital Outlay	25,119
			<u>\$ 25,119</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (25,119)</b>
<b>DRAIN FUND</b>			
<b>Revenues</b>			
210-000.00-676.211	Transfer from Drain Perpetual	Transfers In	2,085,446
			<u>\$ 2,085,446</u>
<b>Expenditures</b>			
210-211.00-805.000	Engineering consulting	Other services and charges	35,710
210-211.00-865.145	133-07 Streambank Stab-Bishop Creek	Capital Outlay	57,773
210-211.00-865.146	133-08 Strmbnk Stb -Mid Rouge Rvr nr ML	Capital Outlay	1,588,775
210-211.00-865.270	ENG038 Flint St - Ph2; SW Ring Rd	Capital Outlay	421,139
			<u>\$ 2,103,397</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (17,951)</b>
<b>DRAIN PERPETUAL MAINTENANCE FUND</b>			
<b>Expenditures</b>			
211-000.00-965.210	Transfer to Drain Fund	Transfers Out	2,085,446
			<u>\$ 2,085,446</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (2,085,446)</b>
<b>FORFEITURE FUND</b>			
<b>Revenues</b>			
266-000.00-655.500	DEA Federal forfeiture funds	Fines and forfeitures	80,748
			<u>\$ 80,748</u>
<b>Expenditures</b>			
266-266.00-983.100	Vehicle-new install	Capital Outlay	46,517
266-266.00-983.245	Vehicles - State Forfeitures	Capital Outlay	34,231
			<u>\$ 80,748</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ -</b>
<b>CAPITAL IMPROVEMENT PROGRAM (CIP) FUND</b>			
<b>Expenditures</b>			
400-204.00-974.469	135-70 Seg70 Meadow Gatew to 11	Capital Outlay	98,903
400-204.00-974.478	2019 Pathways & ADA Improve	Capital Outlay	127,376
400-337.00-979.004	FIR017 Engine (replace #342)	Capital Outlay	19,177
400-691.00-977.004	ENG003 Wildlife Woods Park Sdwlk & Trail	Capital Outlay	15,000
400-691.00-977.035	PRC044 Water Tower Restoration	Capital Outlay	41,702
			<u>\$ 302,158</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (302,158)</b>

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
<b>ICE ARENA FUND</b>			
<b>Expenditures</b>			
590-000.00-934.023	External Painting incl roof	Other Services and Charges	50,000
			<u>\$ 50,000</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (50,000)</b>

<b>WATER AND SEWER FUND</b>			
<b>Expenditures</b>			
592-592.00-816.058	SIP045 - SS Master Plan Update	Other Services and Charges	131,817
592-592.00-850.000	Internal Technology (Dell Server)	Other Services and Charges	8,814
592-592.00-850.009	AMI Cstmr Engage System Sftwr(web-based)	Other Services and Charges	15,500
592-592.00-936.500	Sanitary Maintenance (incl. CMOM)	Other Services and Charges	100,143
592-592.00-938.200	Water Main Valve Maint Program	Other Services and Charges	1,393,438
592-592.00-976.009	SAD 170 (Phase 3B) Pump Station	Capital Outlay	201,349
592-592.00-976.013	091-06 PRVRedist-Mdwbrk&12Mi to13Mi&Novi	Capital Outlay	995,720
592-592.00-976.014	WTS007 8 Mile Equalization Basin Project	Capital Outlay	600,000
592-592.00-976.029	Nine Mile Rd Gravity Relief Sewer	Capital Outlay	188,919
592-592.00-976.071	WTS035 I96 SS Cross Proj & W Oak PS Aban	Capital Outlay	965,017
592-592.00-976.072	WTS026 SS ForceMain Replace-HiltonStatio	Capital Outlay	954,471
592-592.00-976.076	WTS030 WaterMainReplace-Westminister Sub	Capital Outlay	933,380
592-592.00-976.081	WTS010 Wixom & WTS011 Drakes Bay Pmp Str	Capital Outlay	40,588
592-592.00-976.082	WTS036 Asbestos-Cement (AC) Wtr Main Rep	Capital Outlay	76,564
592-592.00-976.099	Howell's Walled Lake Sub-WM Rd SS	Capital Outlay	2,977,315
592-592.00-976.110	SS CapUpgrd Lanny's Inflnt&Drakes Bay Ef	Capital Outlay	81,125
592-592.00-976.111	WTS040 Asb-Cement WM repl 10Mi(mdw-hag)	Capital Outlay	680,630
592-592.00-976.112	WTS039 PCCP Water Main Repairs	Capital Outlay	942,820
592-592.00-976.136	WTS028/WTS029 Walled Lake Dist SS Repair	Capital Outlay	1,217,260
592-592.00-976.139	West Park Booster Station Improvements	Capital Outlay	101,809
592-592.00-982.027	WTS018 Fixed Ntwrk -AMI Prj Ph 2 meters	Capital Outlay	177,092
592-592.00-983.048	Vehicle w/plow (replace 728) - DPW WS	Capital Outlay	45,604
592-592.00-984.038	FLT013 Sewer Vacuum Truck (replace 726)	Capital Outlay	482,153
			<u>\$ 13,311,528</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (13,311,528)</b>

<b>SENIOR HOUSING FUND</b>			
<b>Expenditures</b>			
594-000.00-969.031	SNR009 Roof Replace (Main Bldg &Sr Cent)	Capital Outlay	305,430
			<u>\$ 305,430</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (305,430)</b>

**RESOLUTION**

NOW, THEREFORE BE IT RESOLVED that the following  
Budget Amendment# 2023-1 is authorized:

	<b>INCREASE (DECREASE)</b>
<b>GENERAL FUND</b>	
<b>APPROPRIATIONS</b>	
<b>City Manager</b>	
Other Services and Charges	94,281
<b>Finance Department</b>	
Other Services and Charges	8,830
<b>Integrated Solutions - Technology</b>	
Other Services and Charges	35,147
<b>City Clerk</b>	
Capital Outlay	250,000
<b>Integrated Solutions - Facility Management</b>	
Other Services and Charges	165,265
Capital Outlay	249,654
<b>Community Relations</b>	
Capital Outlay	120,000
<b>Police Department</b>	
Supplies	12,722
Other Services and Charges	12,754
Capital Outlay	177,140
<b>Fire Department</b>	
Capital Outlay	38,200
<b>Community Development - Building</b>	
Capital Outlay	15,895
<b>Community Development - Planning</b>	
Other Services and Charges	237,884
<b>Department of Public Works - Administration</b>	
Capital Outlay	11,386
<b>Department of Public Works - Field Operations</b>	
Capital Outlay	200,000

	INCREASE (DECREASE)
<b>Department of Public Works - Fleet Asset</b>	
Capital Outlay	411,417
<b>TOTAL APPROPRIATIONS</b>	<u><u>\$ 2,040,575</u></u>
<b>Net Increase (Decrease) to Fund Balance</b>	<u><u>\$ (2,040,575)</u></u>

<b>Ending Fund Balance</b>	<b>\$13,919,894</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>33%</b>

<b>MAJOR STREET FUND</b>	
<b>APPROPRIATIONS</b>	
Other Services and Charges	12,500
Capital Outlay	88,963
<b>TOTAL APPROPRIATIONS</b>	<u><u>\$ 101,463</u></u>
<b>Net Increase (Decrease) to Fund Balance</b>	<u><u>\$ (101,463)</u></u>

<b>Ending Fund Balance</b>	<b>\$1,094,807</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>16%</b>

<b>LOCAL STREET FUND</b>	
<b>REVENUES</b>	
Transfers In	1,150,000
<b>TOTAL REVENUES</b>	<u><u>\$ 1,150,000</u></u>
<b>APPROPRIATIONS</b>	
Maintenance	122,000
Capital Outlay	961,212
<b>TOTAL APPROPRIATIONS</b>	<u><u>\$ 1,083,212</u></u>
<b>Net Increase (Decrease) to Fund Balance</b>	<u><u>\$ 66,788</u></u>

<b>Ending Fund Balance</b>	<b>\$825,993</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>10%</b>

**INCREASE  
(DECREASE)**

<b>MUNICIPAL STREET FUND</b>
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**APPROPRIATIONS**

Capital Outlay	2,766,529
Transfers Out	1,150,000
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 3,916,529</u></b>

**Net Increase (Decrease) to Fund Balance** **\$ (3,916,529)**

<b>Ending Fund Balance</b>	<b>\$1,375,056</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>13%</b>

<b>PARKS, RECREATION, &amp; CULTURAL SERVICES FUND</b>
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**APPROPRIATIONS**

691 Supplies	32,110
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 32,110</u></b>

**Net Increase (Decrease) to Fund Balance** **\$ (32,110)**

<b>Ending Fund Balance</b>	<b>\$1,165,859</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>37%</b>

<b>TREE FUND</b>
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**APPROPRIATIONS**

Capital Outlay	25,119
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 25,119</u></b>

**Net Increase (Decrease) to Fund Balance** **\$ (25,119)**

<b>DRAIN FUND</b>
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**REVENUES**

Transfers In	2,085,446
<b>TOTAL REVENUES</b>	<b><u>\$ 2,085,446</u></b>

**APPROPRIATIONS**

Capital Outlay	2,067,687
Other Services and Charges	35,710
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 2,103,397</u></b>

**Net Increase (Decrease) to Fund Balance** **\$ (17,951)**



**INCREASE  
(DECREASE)**

<b>DRAIN PERPETUAL MAINTENANCE FUND</b>
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**APPROPRIATIONS**

Transfers Out	2,085,446
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 2,085,446</u></b>

Net Increase (Decrease) to Fund Balance	<b><u>\$ (2,085,446)</u></b>
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<b>FORFEITURE FUND</b>
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**REVENUES**

Fines and Forfeitures	80,748
<b>TOTAL REVENUES</b>	<b><u>\$ 80,748</u></b>

**APPROPRIATIONS**

Capital Outlay	80,748
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 80,748</u></b>

Net Increase (Decrease) to Fund Balance	<b><u>\$ -</u></b>
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<b>CAPITAL IMPROVEMENT PROGRAM (CIP) FUND</b>
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**APPROPRIATIONS**

Capital Outlay	302,158
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 302,158</u></b>

Net Increase (Decrease) to Fund Balance	<b><u>\$ (302,158)</u></b>
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<b>ICE ARENA FUND</b>
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**APPROPRIATIONS**

Other Charges and Services	50,000
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 50,000</u></b>

Net Increase (Decrease) to Fund Balance	<b><u>\$ (50,000)</u></b>
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<b>WATER &amp; SEWER FUND</b>
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**APPROPRIATIONS**

Other Charges and Services	1,649,712
Capital Outlay	11,661,816
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 13,311,528</u></b>

Net Increase (Decrease) to Fund Balance	<b><u>\$ (13,311,528)</u></b>
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**INCREASE  
(DECREASE)**

<b>SENIOR HOUSING FUND</b>	
<b>APPROPRIATIONS</b>	
Capital Outlay	305,430
<b>TOTAL APPROPRIATIONS</b>	<u><b>\$ 305,430</b></u>
 <b>Net Increase (Decrease) to Fund Balance</b>	 <u><u><b>\$ (305,430)</b></u></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 12, 2022

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Cortney Hanson  
City Clerk