



CITY OF NOVI CITY COUNCIL
SEPTEMBER 23, 2019

SUBJECT: Consideration of approval of resolution to authorize Budget Amendment #201920

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION: The City's annual budget is adopted by the third Monday in May each year and is effective July 1st 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, 2019, will be expended in fiscal year 2019/2020, so it is necessary to amend the adopted FY 2019-20 Budget so these commitments can be completed. Final year-end closeout numbers for FY 2018-19 have become available, so the rollover budget amendment represents the projects/commitments that are in progress and not completed by June 30, 2019.

FY 2019-20 Budget Rollover Summary

Fund	Rollover \$ Net Amount
101 General Fund	\$ 1,310,001
203 Local Street Fund	\$ 94,759
204 Municipal Street Fund	\$ 505,980
208 Parks, Recreation, & Cultural Services Fund	\$ 373,102
209 Tree Fund	\$ 232,431
210 Drain Fund	\$ -
211 Drain Pertetual Maintenance Fund	\$ 2,608,040
263 PEG Cable Fund	\$ 16,000
266 Forfeiture Fund	\$ 14,097
400 Capital Improvement Program (CIP) Fund	\$ 11,305,561
403 Street Improvement Fund	\$ 2,985,000
590 Ice Arena Fund	\$ 15,000
592 Water & Sewer Fund	\$ 20,748,011
TOTAL	<u>\$ 40,207,982</u>

It is important to note that the estimated beginning fund balance (from the fourth quarter amendment passed by council in June 2019) is higher than originally anticipated. The reason for a higher than anticipated beginning fund balance is because the activity related to these rollovers was budgeted for but did not take place in FY 2018/2019 and instead will take place in FY 2019/2020 (no net effect).

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #201920.

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment# 201920 is authorized:

	INCREASE (DECREASE)				
GENERAL FUND					
APPROPRIATIONS					
City Manager					
Other Services and Charges	30,061				
Integrated Solutions - Information Technology					
Other Services and Charges	14,735				
Assessing Department					
Capital Outlay	24,110				
Integrated Solutions - Facility Management					
Capital Outlay	35,000				
Integrated Solutions - FM: Parks Maintenance					
Capital Outlay	238,275				
Community Relations					
Other Services and Charges	3,800				
Economic Development					
Other Services and Charges	65,000				
Police Department					
Supplies	4,520				
Capital Outlay	40,500				
Fire Department					
Capital Outlay	340,496				
Community Development - Building					
Other Services and Charges	25,995				
Capital Outlay	54,000				
Community Development - Planning					
Other Services and Charges	42,070				
Department of Public Works - Field Operations					
Other Services and Charges	4,710				
Capital Outlay	182,451				
Department of Public Works - Fleet Asset					
Capital Outlay	146,278				
Transfers to Other Funds					
Transfers Out	58,000				
TOTAL APPROPRIATIONS	<u>\$ 1,310,001</u>				
Net Increase (Decrease) to Fund Balance	<u>\$ (1,310,001)</u>				
<table border="0" style="width: 100%;"> <tr> <td>Ending Fund Balance</td> <td align="right">\$10,235,893</td> </tr> <tr> <td>Fund Balance as a % of total annual expenditures</td> <td align="right">28%</td> </tr> </table>		Ending Fund Balance	\$10,235,893	Fund Balance as a % of total annual expenditures	28%
Ending Fund Balance	\$10,235,893				
Fund Balance as a % of total annual expenditures	28%				

**INCREASE
(DECREASE)**

LOCAL STREET FUND

APPROPRIATIONS	
Maintenance	94,759
TOTAL APPROPRIATIONS	<u>\$ 94,759</u>
Net Increase (Decrease) to Fund Balance	<u>\$ (94,759)</u>

Ending Fund Balance	\$824,811
Fund Balance as a % of total annual expenditures	11%

MUNICIPAL STREET FUND

APPROPRIATIONS	
Capital Outlay	505,980
TOTAL APPROPRIATIONS	<u>\$ 505,980</u>
Net Increase (Decrease) to Fund Balance	<u>\$ (505,980)</u>

Ending Fund Balance	\$2,170,320
Fund Balance as a % of total annual expenditures	27%

PARKS, RECREATION, & CULTURAL SERVICES FUND
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REVENUES	
Transfers In	58,000
TOTAL REVENUES	<u>\$ 58,000</u>
APPROPRIATIONS	
691 Supplies	49,401
691 Other Services and Charges	75,117
691 Capital Outlay	185,584
695 Capital Outlay	121,000
TOTAL APPROPRIATIONS	<u>\$ 431,102</u>
Net Increase (Decrease) to Fund Balance	<u>\$ (373,102)</u>

Ending Fund Balance	\$482,195
Fund Balance as a % of total annual expenditures	12%

TREE FUND

APPROPRIATIONS	
Capital Outlay	232,431
TOTAL APPROPRIATIONS	<u>\$ 232,431</u>
Net Increase (Decrease) to Fund Balance	<u>\$ (232,431)</u>

	INCREASE (DECREASE)
DRAIN FUND	
REVENUES	
Transfers In	2,608,040
TOTAL REVENUES	\$ 2,608,040
APPROPRIATIONS	
Capital Outlay	2,475,330
Other Services and Charges	32,940
Transfers Out	99,770
TOTAL APPROPRIATIONS	\$ 2,608,040
Net Increase (Decrease) to Fund Balance	\$ -
DRAIN PERPETUAL MAINTENANCE FUND	
APPROPRIATIONS	
Transfers Out	2,608,040
TOTAL APPROPRIATIONS	\$ 2,608,040
Net Increase (Decrease) to Fund Balance	\$ (2,608,040)
PEG CABLE FUND	
APPROPRIATIONS	
Capital Outlay	16,000
TOTAL APPROPRIATIONS	\$ 16,000
Net Increase (Decrease) to Fund Balance	\$ (16,000)
FORFEITURE FUND	
APPROPRIATIONS	
Capital Outlay	14,097
TOTAL APPROPRIATIONS	\$ 14,097
Net Increase (Decrease) to Fund Balance	\$ (14,097)
CAPITAL IMPROVEMENT (CIP) FUND	
REVENUES	
Transfers In	781,610
TOTAL REVENUES	\$ 781,610
APPROPRIATIONS	
Capital Outlay	12,087,171
TOTAL APPROPRIATIONS	\$ 12,087,171
Net Increase (Decrease) to Fund Balance	\$ (11,305,561)

	INCREASE (DECREASE)
STREET IMPROVEMENT FUND	
APPROPRIATIONS	
CAPITAL OUTLAY	2,985,000
TOTAL APPROPRIATIONS	<u>\$ 2,985,000</u>
 Net Increase (Decrease) to Fund Balance	 <u>\$ (2,985,000)</u>
ICE ARENA FUND	
APPROPRIATIONS	
Other Services and Charges	15,000
TOTAL APPROPRIATIONS	<u>\$ 15,000</u>
 Net Increase (Decrease) to Fund Balance	 <u>\$ (15,000)</u>
WATER & SEWER FUND	
REVENUES	
Donations	67,342
TOTAL REVENUES	<u>\$ 67,342</u>
 APPROPRIATIONS	
Capital Outlay	20,133,513
Transfers Out	681,840
TOTAL APPROPRIATIONS	<u>\$ 20,815,353</u>
 Net Increase (Decrease) to Fund Balance	 <u>\$ (20,748,011)</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 23, 2019

Cortney Hanson
City Clerk

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
GENERAL FUND			
Expenditures			
101-172.00-816.027	Renewable Energy Study	Other services and charges	5,000
101-172.00-816.029	Wildlife Habitat Study - future develop	Other services and charges	25,061
101-205.00-850.000	POE Switch Replacements	Other services and charges	6,272
101-205.00-850.005	OnBase Prod Doc Imag Lic(Fin,Eng, Clks)	Other services and charges	8,463
101-209.00-983.035	Lt-Duty Vehicle - Assessing (replace #101; 2009 Jeep Liberty)	Capital Outlay	24,110
101-265.00-983.026	Lt-Duty Vehicle - IS Facility Mgmnt (Replace #112; 2007 Ford F-150)	Capital Outlay	35,000
101-265.10-983.031	Lt-Duty Vehicle w/ Plow - IS Park Maintenance (Replace #644; 2006 Ford F-250)	Capital Outlay	25,000
101-265.10-983.032	Lt-Duty Vehicle w/ Plow - IS Park Maint (Replace #645; 2007 Ford F-350)	Capital Outlay	46,175
101-265.10-983.033	Lt-Duty Vehicle w/ Plow - IS Park Maint (Replace #608; 2006 Ford F-250)	Capital Outlay	39,800
101-265.10-984.031	FPM006 Dump Truck (replace #633)	Capital Outlay	127,300
101-295.00-882.000	Appreciation Evenings - Winter & Spring	Other services and charges	3,800
101-296.00-816.028	Commercial Area Mobility Study	Other services and charges	65,000
101-301.00-740.200	Administration chairs for conference table	Supplies	4,520
101-301.00-980.000	Dispatcher Communication Software (Intercom upgrade - Talkmaster)	Capital Outlay	40,500
101-337.00-982.000	SCBA Equipment	Capital Outlay	340,496
101-371.00-941.371	Court ordered abatements (44963 Eleven Mile Rd)	Other services and charges	25,995
101-371.00-983.034	Lt-Duty Vehicle - CD Building (replace #130; 2013 Ford F-150)	Capital Outlay	27,000
101-371.00-983.043	Lt-Duty Vehicle - CD Building (replace #132; 2014 GMC Terrain)	Capital Outlay	27,000
101-442.20-805.000	City-Owned Parking Lot Maintenance Plan Update	Other services and charges	4,710
101-442.20-982.010	FLD031 Pickup Utility Boxes	Capital Outlay	25,205
101-442.20-984.017	FLD012 Dump Truck (replace #621)	Capital Outlay	157,246
101-442.30-983.036	Lt-Duty Pool Vehicle - City Hall (replace #109; 2008 Chevrolet Impala)	Capital Outlay	27,000
101-442.30-986.027	FLT006 AutoVehicle Location(AVL)Software	Capital Outlay	119,278
101-807.00-816.003	SIP-Update Nonmotorized Master Plan 2011	Other services and charges	38,640
101-807.00-816.033	Zoning districts/City West & Pav Shor Vil	Other services and charges	3,430
101-940.00-965.208	Transfer to Parks, Recreation, & Cultural Services Fund	Transfers Out	58,000
			<u>\$ 1,310,001</u>

Net Increase (decrease) to fund balance \$ (1,310,001)

Ending Fund Balance	\$10,235,893
Fund Balance as a % of total annual expenditures	28%

LOCAL STREET FUND			
Expenditures			
203-203.00-870.018	Chip Seal Program 2018 & 2019	Maintenance	94,759
			<u>\$ 94,759</u>

Net Increase (decrease) to fund balance \$ (94,759)

Ending Fund Balance	\$824,811
Fund Balance as a % of total annual expenditures	11%

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
MUNICIPAL STREET FUND			
Expenditures			
204-204.00-865.032	12 Mi/Novi Rd Intersection Imp RCOG/MDOT	Capital Outlay	100,000
204-204.00-865.147	ENG007 Bridge - W.Prk,Cmbrk,Mdwbrk	Capital Outlay	41,625
204-204.00-974.476	ENG027 Brdwlk Ext Rep/Replace Prog PH1&2	Capital Outlay	364,355
			<u>\$ 505,980</u>
Net Increase (decrease) to fund balance			\$ (505,980)
Ending Fund Balance		\$2,170,320	
Fund Balance as a % of total annual expenditures		27%	

PARKS, RECREATION, AND CULTURAL SERVICES FUND			
Revenues			
208-000.00-676.101	Transfer from General Fund	Transfers In	58,000
			<u>\$ 58,000</u>
Expenditures			
208-691.00-740.008	Security Cameras - Township Hall	Supplies	8,111
208-691.00-740.205	Villa Barr Property Operating Costs	Supplies	18,250
208-691.00-740.601	Operating Supplies - Park Amenities	Supplies	23,040
208-691.00-816.026	PRCS Strategic Master Plan (every 5 yrs)	Other services and charges	15,000
208-691.00-941.004	Tennis Court Repairs-ITC & Rotary	Other services and charges	38,360
208-691.00-941.205	Villa Bar Projects	Other services and charges	21,757
208-691.00-976.039	FAC012 Comm Center Reno(4 activity room)	Capital Outlay	18,384
208-691.00-982.022	PRC025 Mobile Sound Stage Replace	Capital Outlay	130,000
208-691.00-983.040	Lt-Duty Vehicle - PRCS (Replace #107; 2006 Ford F-150)	Capital Outlay	32,000
208-691.00-986.027	FLT006 AutoVehicle Location(AVL)Software	Capital Outlay	5,200
208-695.00-983.038	Transit Van (replace #110)	Capital Outlay	36,000
208-695.00-983.039	Transit Vehicle - PRCS Older Adult Services (replace #123; 2009 Ford E350)	Capital Outlay	58,000
208-695.00-983.042	Vehicle (new)	Capital Outlay	27,000
			<u>\$ 431,102</u>
Net Increase (decrease) to fund balance			\$ (373,102)
Ending Fund Balance		\$482,195	
Fund Balance as a % of total annual expenditures		12%	

TREE FUND			
Expenditures			
209-442.00-976.401	DPS001 DPW Expansion/Improvement Project	Capital Outlay	21,196
209-691.00-977.013	PRC031 Lakeshore Park (\$5,000,000 proj)	Capital Outlay	75,000
209-691.00-977.028	Bosco Property Improvements	Capital Outlay	136,235
			<u>\$ 232,431</u>
Net Increase (decrease) to fund balance			\$ (232,431)

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
DRAIN FUND			
Revenues			
210-000.00-676.211	Transfer from Drain Perpetual Maintenance Fund	Transfers In	2,608,040
			<u>\$ 2,608,040</u>
Expenditures			
210-000.00-965.400	Transfer to Capital Improvement Program (CIP) Fund	Transfers Out	99,770
210-211.00-805.000	Engineering consulting	Other services and charges	32,940
210-211.00-865.052	Storm Sewer & Structure Rehab(S Lake Dr)	Capital Outlay	190,296
210-211.00-865.129	Streambank stab - Middle Rg at Flint MDO	Capital Outlay	972,170
210-211.00-865.143	133-05 Streambank Stab -Ingersol Creek	Capital Outlay	425,695
210-211.00-865.145	133-07 Streambank Stab-Bishop Creek	Capital Outlay	807,918
210-211.00-865.150	ENG032 Thorton Crk (Cntr St&9 mile)	Capital Outlay	79,251
			<u>\$ 2,608,040</u>
	Net Increase (decrease) to fund balance	\$	-
DRAIN PERPETUAL MAINTENANCE FUND			
Expenditures			
211-000.00-965.210	Transfer to Drain Fund	Transfers Out	2,608,040
			<u>\$ 2,608,040</u>
	Net Increase (decrease) to fund balance	\$	(2,608,040)
PEG CABLE FUND			
Expenditures			
263-295.00-980.002	CMR001 Video Switcher(TriCaster) replace	Capital Outlay	16,000
			<u>\$ 16,000</u>
	Net Increase (decrease) to fund balance	\$	(16,000)
FORFEITURE FUND			
Expenditures			
266-266.00-983.100	Vehicle-new install	Capital Outlay	14,097
			<u>\$ 14,097</u>
	Net Increase (decrease) to fund balance	\$	(14,097)
Capital IMPROVEMENT PROGRAM (CIP) FUND			
Revenues			
400-000.00-676.210	Transfer from Drain Fund	Transfers in	99,770
400-000.00-676.592	Transfer from Water and Sewer Fund	Transfers in	681,840
			<u>\$ 781,610</u>
Expenditures			
400-204.00-974.476	ENG027 Brdwlk Ext Rep/Replace Prog PH1&2	Capital Outlay	127,620
400-204.00-974.478	2019 Pathways & ADA Improve	Capital Outlay	1,186,879
400-402.00-976.000	Gun Range Facility Improvements	Capital Outlay	153,110
400-442.00-976.401	DPS001 DPW Expansion/Improvement Project	Capital Outlay	1,394,688
400-691.00-977.013	PRC031 Lakeshore Park (\$5,000,000 proj)	Capital Outlay	5,420,474
400-691.00-977.020	PRC040 ITC Trl (Garfield/9 Mi to 11 Mi)	Capital Outlay	1,782,999
400-691.00-977.025	Lakeshore Park Shoreline MDOT	Capital Outlay	231,847
400-691.00-977.026	Pavilion Shore Park Shoreline MDOT	Capital Outlay	219,727
400-691.00-977.028	Bosco Property Improvements	Capital Outlay	1,258,418
400-901.00-971.010	Land Purchase - Jamco 8 acres vacant	Capital Outlay	311,409
			<u>\$ 12,087,171</u>
	Net Increase (decrease) to fund balance	\$	(11,305,561)

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
STREET IMPROVEMENT FUND			
Expenditures			
403-202.00-862.050	ROW - Beck Road widening	Capital Outlay	14,193
403-202.00-863.022	ENG023 Signal Modern/turn(14 mile & Hag)	Capital Outlay	8,543
403-202.00-863.023	ENG024 Signal Modern (Beck & Pont Trail)	Capital Outlay	8,543
403-202.00-863.024	ENG023 & ENG024 Sig Mod 14/Hag & Bck/PTr	Capital Outlay	371,506
403-202.00-865.103	Donelson Dr & West Oaks Dr Replace MDOT	Capital Outlay	115,847
403-202.00-865.174	082-16 Trans-X Dr Rehab (Novi-Term) MDOT	Capital Outlay	499,113
403-202.00-865.177	132-27 11 Mile Rd Rehab (Taft to Clark)	Capital Outlay	47,024
403-202.00-865.181	132-26 11 Mile Rehab (Beck to Wixom)	Capital Outlay	51,445
403-202.00-865.182	082-30 11 Mile Rehab (Taft to Beck)	Capital Outlay	79,958
403-202.00-865.260	082-03 Crescent Blvd;NWRing Rd(246 Fund)	Capital Outlay	4,079,255
403-202.00-865.264	082-03Cres Blvd;NWRingRd(246 Fund)CONTRA	Capital Outlay	(3,966,256)
403-203.00-864.193	102-01 NRP 2018 - Asphalt (FY 2018-19)	Capital Outlay	285,078
403-203.00-864.201	102-01 NRP 2019 - Concrete (FY 2019-20)	Capital Outlay	512,832
403-203.00-985.004	ENG002 2019 CPR Prog FY1920	Capital Outlay	3,365
403-204.00-974.455	115-0002 Nonmotor Cross 96 @Novi Rd	Capital Outlay	573,363
403-204.00-974.478	2019 Pathways & ADA Improve	Capital Outlay	1,488,070
403-204.00-974.479	Contra - 2019 Sidewalks & ADA Improve	Capital Outlay	(1,186,879)
			<u>\$ 2,985,000</u>
Net Increase (decrease) to fund balance			\$ (2,985,000)

ICE ARENA FUND			
Expenditures			
590-000.00-931.000	Parking Lot Maintenance	Other services and charges	15,000
			<u>\$ 15,000</u>
Net Increase (decrease) to fund balance			\$ (15,000)

WATER AND SEWER FUND			
Revenues			
592-000.00-665.275	Donations - 092-50 Flint Street Phase 1	Donations	67,342
			<u>\$ 67,342</u>
Expenditures			
592-000.00-965.400	Transfer to Capital Improvement Program (CIP) Fund	Transfers Out	681,840
592-592.00-865.261	092-50 Flint St - Ph1; SW Ring Rd MDOT	Capital Outlay	152,767
592-592.00-976.009	SAD 170 (Phase 3B) Pump Station	Capital Outlay	52,349
592-592.00-976.014	WTS007 8 Mile Equalization Basin Project	Capital Outlay	11,300,000
592-592.00-976.017	10 Mile Loop Connect (W of Wixom)	Capital Outlay	310,160
592-592.00-976.029	Nine Mile Rd Gravity Relief Sewer	Capital Outlay	5,326,364
592-592.00-976.038	Sanitary Sewer Repair on Grand River	Capital Outlay	127,803
592-592.00-976.053	WTS026 San Lift Station Access Dr Rehab	Capital Outlay	175,771
592-592.00-976.054	Hudson Lift Station Generator-related Electrical Improv	Capital Outlay	36,127
592-592.00-976.077	WTS024 & WTS025 SS Main & Manhole Rehab	Capital Outlay	638,925
592-592.00-976.079	ENG054 & ENG055 MDEQ PH1&2	Capital Outlay	45,659
592-592.00-976.081	WTS010 Wixom & WTS011 Drakes Bay Pmp Stn	Capital Outlay	950,729
592-592.00-982.026	WTS014 Fixed Network - AMI Proj Ph 1 (antennas)	Capital Outlay	90,260
592-592.00-982.027	WTS018 Fixed Network - AMI Proj Ph 2 (meters)	Capital Outlay	782,879
592-592.00-982.028	WTS019 SCADA Implement (3 meter replace)	Capital Outlay	78,795
592-592.00-986.001	SCADA Upgrades-In system Sewer Flow Meter	Capital Outlay	55,325
592-592.00-986.027	FLT006 AutoVehicle Location(AVL)Software	Capital Outlay	9,600
			<u>\$ 20,815,353</u>
Net Increase (decrease) to fund balance			\$ (20,748,011)