


## City, Village, and Township Revenue Sharing and County Incentive Program Certification

Issued under authority of 2017 Public Act 107. Filing is mandatory to qualify for payments.

Each city/village/township/county applying for City, Village, and Township Revenue Sharing or County Incentive Program payments must:

1. Certify to the Michigan Department of Treasury (Treasury) that the local unit listed below has produced and made available to the public a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report as required by 2017 Public Act 107. The local unit must include in any mailing of general information to its citizens, the Internet website address or the physical location where all the documents are available for public viewing in the clerk's office.
2. Submit to Treasury a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report.

This certification, along with a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report, **must be received by December 1, 2017**, (or the first day of a payment month) in order to qualify for that month's payment. Postmark dates will not be considered. For questions, call 517-373-2697.

PART 1: LOCAL UNIT INFORMATION			
Local Unit Name <b>City of Novi</b>		Local Unit County Name <b>Oakland</b>	
Local Unit Code <b>63-2130</b>		Contact E-Mail Address <b>pauger@cityofnovi.org</b>	
Contact Name <b>Pete Auger</b>	Contact Title <b>City Manager</b>	Contact Telephone Number <b>(248) 347-0445</b>	Extension
Website Address, if reports are available online		Current Fiscal Year End Date <b>06/30/2018</b>	
PART 2: CITIZEN'S GUIDE			
Check any of the following that apply:			
<input checked="" type="checkbox"/> The local unit has elected to use Treasury's online Citizen's Guide to comply with the legislative requirements. Therefore, a copy of the Citizen's Guide will not be submitted to Treasury.			
<input type="checkbox"/> The local unit does not have any unfunded pensions or other post employment benefits (OPEB).			
PART 3: CERTIFICATION			
<i>In accordance with 2017 Public Act 107, the undersigned hereby certifies to Treasury that the above mentioned local unit 1) has produced a Citizen's Guide, a Performance Dashboard, a Debt Service Report, and a Projected Budget Report and 2) will include in any mailing of general information to our citizens, the Internet website address or the physical location where all the documents are available for public viewing in the clerk's office. The Citizen's Guide, Performance Dashboard, Debt Service Report, and Projected Budget Report are attached to this signed certification, unless otherwise noted in Part 2.</i>			
Chief Administrative Officer Signature (as defined in MCL 141.422b) 		Printed Name of Chief Administrative Officer (as defined in MCL 141.422b) <b>Pete Auger</b>	
Title <b>City Manager</b>		Date <b>11/30/2017</b>	

Completed and signed form (including required attachments) should be e-mailed to: **TreasRevenueSharing@michigan.gov**. If you are unable to submit via e-mail, fax to 517-335-3298 or mail the completed form and required attachments to:

Michigan Department of Treasury  
Revenue Sharing and Grants Division  
PO Box 30722  
Lansing MI 48909

TREASURY USE ONLY		
CVTRS/CIP Eligible <b>Y N</b>	Certification Received	Citizen's Guide Received
Performance Dashboard Received	Debt Service Report Received	Projected Budget Report Received
Final Certification	CVTRS/CIP Notes	

**City of Novi  
Complete Debt Report for  
2002 Street and Refunding Bonds:**

**Issuance Information**

**Debt Type:** Bonds & contracts payable  
**Activity Type:** Government  
**Repayment Source:** Tax-Backed  
**Issuance Date:** 2002-01-01  
**Issuance Amount:** \$24,720,000  
**Maturing Through:** 2017  
**Principal Maturity Range:** \$595,000 - \$1,055,000  
**Internal Tracking ID:** 4457  
**Registrar / Agent:** Road, Parkland, & Fire Station  
**Fund Number:** 397

**Comments:** This issue was used for refunding bonds issued for paving purposes, the remaining Park Debt and 1997 Fire Debt issues, as well as the second series of 2000 Voted Street bonds in the amount of \$8,395,000.

**Payment Schedule**

<u>Date Due</u>	<u>Interest Rate</u>	<u>Principal</u>	<u>Interest</u>	<u>Payment</u>	<u>Balance</u>
2013-10-01	4%	595,000.00	82,906.25	677,906.25	\$2,705,000.00
2014-04-01			71,006.25	71,006.25	\$2,705,000.00
2014-10-01	5.25%	625,000.00	71,006.25	696,006.25	\$2,080,000.00
2015-04-01			54,600.00	54,600.00	\$2,080,000.00
2015-10-01	5.25%	655,000.00	54,600.00	709,600.00	\$1,425,000.00
2016-04-01			37,406.25	37,406.25	\$1,425,000.00
2016-10-01	5.25%	695,000.00	37,406.25	732,406.25	\$730,000.00
2017-04-01			19,162.50	19,162.50	\$730,000.00
2017-10-01	5.25%	730,000.00	19,162.50	749,162.50	
Totals		\$3,300,000.00	\$447,256.25	\$3,747,256.25	

# Debt Service Report

**Local Unit Name:** City of Novi  
**Local Unit Code:** 63-2130  
**Current Fiscal Year End Date:** 6/30/2018

**Debt Name:** 2008 Unlimited Tax Library Bonds  
**Issuance Date:** 2008  
**Issuance Amount:** \$16,000,000  
**Debt Instrument (or Type):** Unlimited Tax Bonds  
**Repayment Source(s):** Property Tax Levy

Years Ending	Principal	Interest	Total
2017	\$ 750,000	\$ 128,250	\$ 878,250
2018	\$ 750,000	\$ 98,250	\$ 848,250
2019	\$ 750,000	\$ 68,250	\$ 818,250
2020	\$ 750,000	\$ 38,250	\$ 788,250
2021	\$ 765,000	\$ 9,500	\$ 774,500
2022	\$ -	\$ -	\$ -
2023	\$ -	\$ -	\$ -
2024	\$ -	\$ -	\$ -
2025	\$ -	\$ -	\$ -
2026	\$ -	\$ -	\$ -
2027	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 3,765,000</b>	<b>\$ 342,500</b>	<b>\$ 4,107,500</b>

# Debt Service Report

<b>Local Unit Name:</b>	City of Novi
<b>Local Unit Code:</b>	63-2130
<b>Current Fiscal Year End Date:</b>	6/30/2018
<b>Debt Name:</b>	2016 Unlimited Tax Library Refunding Bonds
<b>Issuance Date:</b>	2016
<b>Issuance Amount:</b>	\$8,715,000
<b>Debt Instrument (or Type):</b>	Unlimited Tax Bonds
<b>Repayment Source(s):</b>	Property Tax Levy

Years Ending	Principal	Interest	Total
2017	\$ 165,000	\$ 272,964	\$ 437,964
2018	\$ 170,000	\$ 310,850	\$ 480,850
2019	\$ 215,000	\$ 307,000	\$ 522,000
2020	\$ 265,000	\$ 302,200	\$ 567,200
2021	\$ 305,000	\$ 294,975	\$ 599,975
2022	\$ 1,135,000	\$ 267,700	\$ 1,402,700
2023	\$ 1,195,000	\$ 221,100	\$ 1,416,100
2024	\$ 1,240,000	\$ 172,400	\$ 1,412,400
2025	\$ 1,295,000	\$ 121,700	\$ 1,416,700
2026	\$ 1,340,000	\$ 75,700	\$ 1,415,700
2027	\$ 1,390,000	\$ 27,800	\$ 1,417,800
<b>Totals</b>	<b>\$ 8,715,000</b>	<b>\$ 2,374,389</b>	<b>\$ 11,089,389</b>

**City of Novi  
Complete Debt Report for  
2003 Special Assessment Limited Tax Bonds (SAD 170):**

**Issuance Information**

**Debt Type:** Bonds & contracts payable  
**Activity Type:** Business-type/Enterprise  
**Repayment Source:** Tax-Backed  
**Issuance Date:** 2003-12-01  
**Issuance Amount:** \$2,330,000  
**Maturing Through:** 2017  
**Principal Maturity Range:** \$150,000 - \$175,000  
**Internal Tracking ID:** MICNOV03  
**Registrar / Agent:** The Bank of New York  
**Fund Number:** 592

**Payment Schedule**

<u>Date Due</u>	<u>Interest Rate</u>	<u>Principal</u>	<u>Interest</u>	<u>Payment</u>	<u>Balance</u>
2013-10-01	3.375%	175,000.00	14,637.50	189,637.50	\$630,000.00
2014-04-01			11,684.38	11,684.38	\$630,000.00
2014-10-01	3.5%	175,000.00	11,684.38	186,684.38	\$455,000.00
2015-04-01			8,621.88	8,621.88	\$455,000.00
2015-10-01	3.625%	155,000.00	8,621.88	163,621.88	\$300,000.00
2016-04-01			5,812.50	5,812.50	\$300,000.00
2016-10-01	3.75%	150,000.00	5,812.50	155,812.50	\$150,000.00
2017-04-01			3,000.00	3,000.00	\$150,000.00
2017-10-01	4%	150,000.00	3,000.00	153,000.00	
Totals		\$805,000.00	\$72,875.02	\$877,875.02	

# Debt Service Report

**Local Unit Name:** City of Novi  
**Local Unit Code:** 63-2130  
**Current Fiscal Year End Date:** 6/30/2018

**Debt Name:** 2015 Senior Complex Recreation Facility Refunding Bonds  
**Issuance Date:** 2015  
**Issuance Amount:** \$9,075,000  
**Debt Instrument (or Type):** General Obligation Bonds  
**Repayment Source(s):** Senior Housing Fund

Years Ending	Principal	Interest	Total
2017	\$ 855,000	\$ 198,028	\$ 1,053,028
2018	\$ 875,000	\$ 178,219	\$ 1,053,219
2019	\$ 890,000	\$ 158,010	\$ 1,048,010
2020	\$ 880,000	\$ 137,794	\$ 1,017,794
2021	\$ 855,000	\$ 60,428	\$ 915,428
2022	\$ 850,000	\$ 98,356	\$ 948,356
2023	\$ 870,000	\$ 78,662	\$ 948,662
2024	\$ 980,000	\$ 57,479	\$ 1,037,479
2025	\$ 1,000,000	\$ 34,808	\$ 1,034,808
2026	\$ 1,020,000	\$ 11,679	\$ 1,031,679
<b>Totals</b>	<b>\$ 9,075,000</b>	<b>\$ 1,013,463</b>	<b>\$ 10,088,463</b>

**City of Novi  
Complete Debt Report for  
2014 Ice Arena Refunding Bonds:**

**Issuance Information**

**Debt Type:** Bonds & contracts payable  
**Activity Type:** Business-type/Enterprise  
**Repayment Source:** Revenue  
**Issuance Date:** 2014-10-01  
**Issuance Amount:** \$4,905,000  
**Interest Rate:** 2.4  
**Maturing Through:** 2024  
**Principal Maturity Range:** \$450,000 - \$520,000  
**Purpose:** Refund of 2004 ice Arena Refunding Bonds  
**Fund Number:** 590

**Comments:** Repayment source revenues include ice rental fees, skating lessons, and tournaments.

**Payment Schedule**

<u>Date Due</u>	<u>Interest Rate</u>	<u>Principal</u>	<u>Interest</u>	<u>Payment</u>	<u>Balance</u>
2014-12-01	2.4%		19,620.00	19,620.00	\$4,905,000.00
2015-06-01	2.4%	500,000.00	58,860.00	558,860.00	\$4,405,000.00
2015-12-01	2.4%		52,860.00	52,860.00	\$4,405,000.00
2016-06-01	2.4%	450,000.00	52,860.00	502,860.00	\$3,955,000.00
2016-12-01	2.4%		47,460.00	47,460.00	\$3,955,000.00
2017-06-01	2.4%	490,000.00	47,460.00	537,460.00	\$3,465,000.00
2017-12-01	2.4%		41,580.00	41,580.00	\$3,465,000.00
2018-06-01	2.4%	480,000.00	41,580.00	521,580.00	\$2,985,000.00
2018-12-01	2.4%		35,820.00	35,820.00	\$2,985,000.00
2019-06-01	2.4%	490,000.00	35,820.00	525,820.00	\$2,495,000.00
2019-12-01	2.4%		29,940.00	29,940.00	\$2,495,000.00
2020-06-01	2.4%	500,000.00	29,940.00	529,940.00	\$1,995,000.00
2020-12-01	2.4%		23,940.00	23,940.00	\$1,995,000.00
2021-06-01	2.4%	490,000.00	23,940.00	513,940.00	\$1,505,000.00
2021-12-01	2.4%		18,060.00	18,060.00	\$1,505,000.00
2022-06-01	2.4%	500,000.00	18,060.00	518,060.00	\$1,005,000.00
2022-12-01	2.4%		12,060.00	12,060.00	\$1,005,000.00
2023-06-01	2.4%	485,000.00	12,060.00	497,060.00	\$520,000.00

## Performance Dashboard

**Local Unit Name: City of Novi**

**Local Unit Code: 63-2130**

	2015	2016	Trend	Performance
<b>Fiscal Stability</b>				
Annual General Fund expenditures per capita	\$479	\$537	↑12.1%	Negative
Fund Balance as % of annual General Fund expenditures	42.6%	43.1%	↑ 1.4%	Positive
Unfunded pension & OPEB liability, as a % of annual General Fund revenue	96%	143%	↑49.2%	Negative
Debt burden per capita	\$542	\$459	↓15.4%	Positive
Percentage of road funding provided by the General Fund	0.0%	0.0%	→ 0.0%	Neutral
Ratio of pensioners to employees	1.47	1.47	→-0.1%	Neutral
Number of services delivered via cooperative venture	1	1	→ 0.0%	Neutral
<b>Economic Strength</b>				
% of community with access to high speed broadband	100%	100%	→ 0.0%	Neutral
% of community age 25+ with Bachelor's degree or higher	56%	56%	→ 0.0%	Neutral
Average age of critical infrastructure (years)	17.5	18.2	↑ 4.1%	Negative
<b>Public Safety</b>				
Violent crimes per thousand	10	1	↓94.7%	Positive
Property crimes per thousand	17	11	↓34.9%	Positive
Traffic injuries or fatalities	295	298	↑ 1.0%	Negative
<b>Quality of Life</b>				
Miles of sidewalks and non-motorized paths/trails as a factor of total miles of local/major roads & streets	1.41	1.46	↑ 3.5%	Positive
Percent of General Fund expenditures committed to arts, culture and recreation	2.6%	1.1%	↓55.8%	Neutral
Acres of parks per thousand residents	21.3	21.5	↑ 1.2%	Positive
Percent of community being provided with curbside recycling	100%	100%	→ 0.0%	Neutral



# FINANCIAL SUMMARIES



## General Fund

### General Fund

The General Fund is used to account for all financial resources traditionally associated with City government, except those required to be accounted for in another fund. The General Fund includes police, fire, planning, engineering, building inspection, neighborhood services, public works, assessing, and internal services such as information technology and finance. The two primary sources of revenue for this fund are general property taxes and State Shared Revenue. In addition, the General Fund also receives revenue from licenses and permits, grants, fines and forfeitures and interest on investments.

### GENERAL FUND

	ACTUAL 2015-16	ESTIMATED 2016-17	BUDGET 2017-18	PROJECTED	
				2018-19	2019-20
<b>ESTIMATED REVENUES</b>					
PROPERTY TAX REVENUE					
Property Tax Revenue - Current Levy	\$ 16,004,663	\$ 16,496,545	\$ 17,098,669	\$ 17,748,418	\$ 18,422,858
Property Tax Revenue- County Chargebacks	1,022	(22,713)	(25,000)	(50,000)	(50,000)
Property Tax Revenue - Tx Tribunal Accr	132,391	-	(5,000)	(5,000)	(5,000)
Property Tax Revenue -Brownfield Capture	(1,396)	(1,412)	(1,465)	(1,521)	(1,579)
Property Tax Revenue -Police & Fire Levy	-	-	4,848,000	5,033,000	5,225,000
Property Tax Revenue - C/Y Del PPT	(31,518)	(35,000)	(35,000)	(40,000)	(40,000)
Trailer fees	8,337	8,000	8,500	8,600	8,700
Penalty and interest	138,841	140,000	175,000	175,000	185,000
PROPERTY TAX REVENUE	\$ 16,252,340	\$ 16,585,420	\$ 22,063,704	\$ 22,868,497	\$ 23,744,979
DONATIONS					
Police Dept Donations	\$ 900	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Restricted Fire donations	575	500	500	500	500
DONATIONS	\$ 1,475	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500



# FINANCIAL SUMMARIES

## GENERAL FUND

	ACTUAL 2015-16	ESTIMATED 2016-17	BUDGET 2017-18	PROJECTED	
				2018-19	2019-20
LICENSES, PERMITS & CHARGES FOR SVCS					
Clerks Dept Fees (prior business regist)	\$ 25,315	\$ 25,000	\$ 26,000	\$ 27,000	\$ 28,000
Liquor license fees	60,918	65,000	65,000	65,000	65,000
Engineering review fees	203,272	300,000	250,000	250,000	250,000
Plan and landscape review fees	111,025	130,000	130,000	130,000	130,000
Wet, Wood, Landscape insp/review fees	818,895	500,000	432,500	437,500	440,500
Grading permit fees	9,343	12,000	-	-	-
Building permits	821,421	727,000	850,000	850,000	870,000
Plan review fees	356,913	375,000	375,000	375,000	375,000
Refrigeration permits	52,893	55,000	65,000	65,000	65,000
Electrical permits	201,066	225,000	200,000	200,000	210,000
Heating permits	190,028	200,000	200,000	190,000	200,000
Plumbing permits	115,356	125,000	125,000	125,000	125,000
Other charges	597,700	425,000	425,000	400,000	425,000
Court abatement revenue	-	5,000	-	-	-
Soil erosion fees	27,292	30,000	25,000	25,000	25,000
Cable television fee	951,481	875,000	975,000	975,000	1,025,000
Weed cutting revenue	6,825	10,000	6,000	6,000	6,000
Board of appeals	20,078	21,000	21,000	21,000	21,000
Police department-miscellaneous revenue	114,793	139,000	139,000	139,000	139,000
Police dispatch service revenue	113,946	116,276	118,602	120,974	123,393
Police contracted services	50,910	100,000	100,000	75,000	75,000
Police OWI revenue	23,757	1,000	-	-	-
Police Department - Hosted Training	17,145	10,000	20,000	20,000	20,000
Administrative reimburse	94,204	140,000	140,000	140,000	140,000
Fire Station CEMS revenue	7,200	7,200	7,200	7,200	7,200
LICENSES, PERMITS & CHARGES FOR SVCS	\$ 4,991,776	\$ 4,618,476	\$ 4,695,302	\$ 4,643,674	\$ 4,765,093
FEDERAL GRANTS					
Federal Grants	\$ 7,060	\$ -	\$ -	\$ -	\$ -
TIA Grant	15,127	8,000	8,000	8,000	8,000
Federal forfeitures-reimbursement only	31,190	30,000	30,000	30,000	30,000
SS Task Force Reimbursement	15,557	20,000	20,000	20,000	20,000
FEDERAL GRANTS	\$ 68,934	\$ 58,000	\$ 58,000	\$ 58,000	\$ 58,000
FINES AND FORFEITURES					
Court fees and fines	\$ 549,841	\$ 550,000	\$ 535,000	\$ 520,000	\$ 540,000
Motor carrier fines and fees	28,750	20,000	25,000	25,000	25,000
FINES AND FORFEITURES	\$ 578,591	\$ 570,000	\$ 560,000	\$ 545,000	\$ 565,000

# FINANCIAL SUMMARIES



## GENERAL FUND

	ACTUAL 2015-16	ESTIMATED 2016-17	BUDGET 2017-18	PROJECTED	
				2018-19	2019-20
<b>INTEREST INCOME</b>					
Interest on Investments	\$ 291,149	\$ 175,000	\$ 190,000	\$ 165,000	\$ 175,000
Unrealized gain (loss) on investments	166,306	150,000	150,000	150,000	150,000
Interest on Trust & Agency Funds	423,985	248,418	253,273	249,882	256,563
<b>INTEREST INCOME</b>	<b>\$ 881,440</b>	<b>\$ 573,418</b>	<b>\$ 593,273</b>	<b>\$ 564,882</b>	<b>\$ 581,563</b>
<b>OTHER REVENUE</b>					
Insurance Reimbursement	\$ 24,264	\$ 16,441	\$ 50,000	\$ 20,000	\$ 20,000
Intergovernmental reimbursement	22,500	-	-	-	-
Fire Department	7,558	10,000	10,000	10,000	10,000
Novi Youth Council	9,388	9,500	9,500	9,500	9,500
Miscellaneous income	284,823	245,000	245,000	240,000	245,000
Filming permit revenue	150	200	200	200	200
Library Network Charges	17,918	35,000	35,000	35,000	35,000
State of the City revenue	3,626	4,000	4,000	4,000	4,000
Novi Township assessment	15,985	15,000	16,100	16,100	16,100
RRRASOC Hosting Fees	16,000	16,000	16,000	16,000	16,000
Cell tower revenue	3,000	5,000	5,000	5,000	5,000
Municipal service charges	365,270	365,270	365,270	365,270	365,270
<b>OTHER REVENUE</b>	<b>\$ 770,482</b>	<b>\$ 721,411</b>	<b>\$ 756,070</b>	<b>\$ 721,070</b>	<b>\$ 726,070</b>
<b>STATE SOURCES</b>					
Police training grant	\$ 35,172	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
State revenue sharing	4,326,321	4,403,392	4,481,881	4,526,700	4,571,967
<b>STATE SOURCES</b>	<b>\$ 4,361,493</b>	<b>\$ 4,428,392</b>	<b>\$ 4,506,881</b>	<b>\$ 4,551,700</b>	<b>\$ 4,596,967</b>
<b>TRANSFERS IN</b>					
Transfer from Public Safety Fund	\$ 5,300,000	\$ 5,855,000	\$ -	\$ -	\$ -
Transfer from Library Fund	40,000	-	-	-	-
<b>TRANSFERS IN</b>	<b>\$ 5,340,000</b>	<b>\$ 5,855,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 33,246,531</b>	<b>\$ 33,411,617</b>	<b>\$ 33,234,730</b>	<b>\$ 33,954,323</b>	<b>\$ 35,039,172</b>



**GENERAL FUND**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>BUDGET</b>	<b>PROJECTED</b>	
	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
<b>APPROPRIATIONS</b>					
Dept 101.00-CITY COUNCIL					
PERSONNEL SERVICES	\$ 36,512	\$ 39,797	\$ 36,121	\$ 36,123	\$ 36,125
SUPPLIES	70	550	500	500	500
OTHER SERVICES AND CHARGES	7,710	10,772	7,000	7,000	7,000
TOTAL Dept 101.00-CITY COUNCIL	<u>\$ 44,292</u>	<u>\$ 51,119</u>	<u>\$ 43,621</u>	<u>\$ 43,623</u>	<u>\$ 43,625</u>
Dept 172.00-CITY MANAGER					
PERSONNEL SERVICES	\$ 483,383	\$ 437,627	\$ 508,383	\$ 523,383	\$ 535,256
SUPPLIES	1,197	2,500	1,500	1,500	1,500
OTHER SERVICES AND CHARGES	121,253	196,275	129,120	129,120	129,120
TOTAL Dept 172.00-CITY MANAGER	<u>\$ 605,833</u>	<u>\$ 636,402</u>	<u>\$ 639,003</u>	<u>\$ 654,003</u>	<u>\$ 665,876</u>
<i>Financial Services</i>					
Dept 201.00-FINANCE DEPARTMENT					
PERSONNEL SERVICES	\$ 826,533	\$ 874,509	\$ 930,187	\$ 957,190	\$ 980,579
SUPPLIES	12,164	13,085	13,200	13,200	13,200
OTHER SERVICES AND CHARGES	61,317	74,904	72,960	75,210	76,960
CAPITAL OUTLAY	6,561	-	-	-	-
TOTAL Dept 201.00-FINANCE DEPARTMENT	<u>\$ 906,575</u>	<u>\$ 962,498</u>	<u>\$ 1,016,347</u>	<u>\$ 1,045,600</u>	<u>\$ 1,070,739</u>
Dept 253.00-TREASURY					
PERSONNEL SERVICES	\$ 250,339	\$ 278,801	\$ 277,029	\$ 286,893	\$ 294,391
SUPPLIES	29,768	30,659	31,000	31,000	31,000
OTHER SERVICES AND CHARGES	34,291	55,948	52,820	53,020	55,020
TOTAL Dept 253.00-TREASURY	<u>\$ 314,398</u>	<u>\$ 365,408</u>	<u>\$ 360,849</u>	<u>\$ 370,913</u>	<u>\$ 380,411</u>
<i>Financial Services Total</i>	<u>\$ 1,220,973</u>	<u>\$ 1,327,906</u>	<u>\$ 1,377,196</u>	<u>\$ 1,416,513</u>	<u>\$ 1,451,150</u>
Dept 205.00-INFORMATION TECHNOLOGY DEPT					
PERSONNEL SERVICES	\$ 636,535	\$ 685,254	\$ 733,394	\$ 755,701	\$ 772,101
SUPPLIES	25,080	33,400	33,540	34,650	35,650
OTHER SERVICES AND CHARGES	164,394	220,562	221,510	228,210	284,330
CAPITAL OUTLAY	232,949	157,679	6,500	13,415	-
TOTAL Dept 205.00-INFO TECHNOLOGY DEPT	<u>\$ 1,058,958</u>	<u>\$ 1,096,895</u>	<u>\$ 994,944</u>	<u>\$ 1,031,976</u>	<u>\$ 1,092,081</u>

# FINANCIAL SUMMARIES



## GENERAL FUND

	ACTUAL 2015-16	ESTIMATED 2016-17	BUDGET 2017-18	PROJECTED	
				2018-19	2019-20
Dept 209.00-ASSESSING DEPARTMENT					
PERSONNEL SERVICES	\$ 535,618	\$ 576,942	\$ 607,023	\$ 628,854	\$ 646,967
SUPPLIES	11,790	25,200	26,000	27,000	28,000
OTHER SERVICES AND CHARGES	109,636	149,820	159,680	197,130	199,580
CAPITAL OUTLAY	23,058	22,222	-	-	-
TOTAL Dept 209.00-ASSESSING DEPARTMENT	\$ 680,102	\$ 774,184	\$ 792,703	\$ 852,984	\$ 874,547
Dept 210.00-CITY ATTORNEY, INSURANCE, & CLAIMS					
OTHER SERVICES AND CHARGES	\$ 709,980	\$ 705,000	\$ 747,000	\$ 790,000	\$ 770,000
CAPITAL OUTLAY	26,544	50,000	50,000	50,000	50,000
TOTAL Dept 210.00-CITY ATTRNY, INSUR, & CLAIMS	\$ 736,524	\$ 755,000	\$ 797,000	\$ 840,000	\$ 820,000
Dept 215.00-CITY CLERK					
PERSONNEL SERVICES	\$ 583,375	\$ 571,550	\$ 594,013	\$ 620,043	\$ 641,396
SUPPLIES	47,380	40,573	42,000	42,000	42,000
OTHER SERVICES AND CHARGES	94,292	227,464	135,050	135,050	135,050
CAPITAL OUTLAY	-	8,275	7,500	-	-
TOTAL Dept 215.00-CITY CLERK	\$ 725,047	\$ 847,862	\$ 778,563	\$ 797,093	\$ 818,446
Dept 265.00-FACILITY MANAGEMENT					
PERSONNEL SERVICES	\$ 264,432	\$ 311,741	\$ 333,468	\$ 343,667	\$ 351,023
SUPPLIES	24,209	29,000	18,500	18,500	18,500
OTHER SERVICES AND CHARGES	442,344	500,035	543,390	533,940	533,940
CAPITAL OUTLAY	17,721	167,034	-	-	172,000
TOTAL Dept 265.00-FACILITY MANAGEMENT	\$ 748,706	\$ 1,007,810	\$ 895,358	\$ 896,107	\$ 1,075,463
Dept 265.10-FACILITY MANAGEMENT - PARKS MAINT					
PERSONNEL SERVICES	\$ 320,751	\$ 400,838	\$ 408,679	\$ 498,190	\$ 502,271
SUPPLIES	4,031	23,500	22,500	22,500	22,500
OTHER SERVICES AND CHARGES	65,979	301,809	300,970	300,970	300,970
CAPITAL OUTLAY	32,968	471,841	154,500	16,000	43,699
TOTAL Dept 265.10-FAC MGMNT - PARKS MAINT	\$ 423,729	\$ 1,197,988	\$ 886,649	\$ 837,660	\$ 869,440
Dept 270.00-HUMAN RESOURCES					
PERSONNEL SERVICES	\$ 329,681	\$ 329,494	\$ 357,423	\$ 369,175	\$ 372,725
SUPPLIES	885	1,050	1,000	1,000	1,000
OTHER SERVICES AND CHARGES	84,011	131,313	107,930	99,430	99,430
CAPITAL OUTLAY	-	16,000	-	5,730	-
TOTAL Dept 270.00-HUMAN RESOURCES	\$ 414,577	\$ 477,857	\$ 466,353	\$ 475,335	\$ 473,155



# FINANCIAL SUMMARIES

## GENERAL FUND

	ACTUAL 2015-16	ESTIMATED 2016-17	BUDGET 2017-18	PROJECTED 2018-19      2019-20	
<i>Dept 295.00-NEIGHBORHOOD &amp; BUSINESS RELATIONS GROUP</i>					
PERSONNEL SERVICES	\$ 352,739	\$ 355,552	\$ 510,551	\$ 527,575	\$ 542,397
SUPPLIES	22,072	10,900	10,900	10,900	10,900
OTHER SERVICES AND CHARGES	382,827	396,164	405,530	405,530	405,530
TOTAL Dept 295.00-NEIGHBOR & BUSINESS REL	\$ 757,638	\$ 762,616	\$ 926,981	\$ 944,005	\$ 958,827
<i>Public Safety</i>					
<i>Dept 301.00-POLICE DEPARTMENT</i>					
PERSONNEL SERVICES	\$ 10,410,756	\$ 10,917,761	\$ 11,016,811	\$ 11,363,876	\$ 11,626,529
SUPPLIES	254,896	261,600	306,825	256,500	256,500
OTHER SERVICES AND CHARGES	998,005	1,086,342	1,050,735	1,050,735	1,050,735
CAPITAL OUTLAY	98,326	436,541	402,760	238,000	100,100
TOTAL Dept 301.00-POLICE DEPARTMENT	\$ 11,761,983	\$ 12,702,244	\$ 12,777,131	\$ 12,909,111	\$ 13,033,864
<i>Dept 337.00-FIRE DEPARTMENT</i>					
PERSONNEL SERVICES	\$ 4,163,963	\$ 4,401,691	\$ 4,838,005	\$ 4,964,770	\$ 5,040,236
SUPPLIES	157,813	182,845	166,500	166,500	206,665
OTHER SERVICES AND CHARGES	554,396	618,189	652,575	606,575	612,075
CAPITAL OUTLAY	103,389	557,704	116,550	333,020	219,790
TOTAL Dept 337.00-FIRE DEPARTMENT	\$ 4,979,561	\$ 5,760,429	\$ 5,773,630	\$ 6,070,865	\$ 6,078,766
<i>Public Safety Total</i>	\$ 16,741,544	\$ 18,462,673	\$ 18,550,761	\$ 18,979,976	\$ 19,112,630
<i>Community Development</i>					
<i>Dept 371.00-COMMUNITY DEVELOPMENT-BUILDING</i>					
PERSONNEL SERVICES	\$ 1,346,015	\$ 1,397,911	\$ 1,541,508	\$ 1,596,907	\$ 1,637,128
SUPPLIES	30,755	32,544	32,600	32,900	33,200
OTHER SERVICES AND CHARGES	256,497	361,633	338,160	339,660	408,160
CAPITAL OUTLAY	455,003	48,094	27,000	-	-
TOTAL Dept 371.00-COMM DEVELOP-BUILDING	\$ 2,088,270	\$ 1,840,182	\$ 1,939,268	\$ 1,969,467	\$ 2,078,488
<i>Dept 807.00-COMMUNITY DEVELOPMENT-PLANNING</i>					
PERSONNEL SERVICES	\$ 454,411	\$ 469,807	\$ 467,543	\$ 481,452	\$ 493,447
SUPPLIES	4,024	7,450	5,500	5,700	5,900
OTHER SERVICES AND CHARGES	270,128	129,351	51,600	50,600	50,600
CAPITAL OUTLAY	-	80,000	50,000	50,000	50,000
TOTAL Dept 807.00-COMM DEVELOP-PLANNING	\$ 728,563	\$ 686,608	\$ 574,643	\$ 587,752	\$ 599,947
<i>Community Development Total</i>	\$ 2,816,833	\$ 2,526,790	\$ 2,513,911	\$ 2,557,219	\$ 2,678,435

# FINANCIAL SUMMARIES



## GENERAL FUND

	ACTUAL 2015-16	ESTIMATED 2016-17	BUDGET 2017-18	PROJECTED 2018-19      2019-20	
<i>Department of Public Services</i>					
Dept 442.00-DPS ADMINISTRATION DIVISION					
PERSONNEL SERVICES	\$ 219,078	\$ 231,295	\$ 270,902	\$ 280,104	\$ 288,445
SUPPLIES	9,809	12,700	11,200	11,200	11,200
OTHER SERVICES AND CHARGES	381,114	187,266	176,390	177,790	178,290
CAPITAL OUTLAY	4,867	19,223	6,700	-	-
TOTAL Dept 442.00-DPS ADMINISTRATION	\$ 614,868	\$ 450,484	\$ 465,192	\$ 469,094	\$ 477,935
Dept 442.10-DPS ENGINEERING DIVISION					
PERSONNEL SERVICES	\$ 97,768	\$ 76,218	\$ 161,521	\$ 175,427	\$ 179,631
SUPPLIES	1,497	2,000	2,000	2,000	2,000
OTHER SERVICES AND CHARGES	70,844	303,884	202,650	202,650	202,650
CAPITAL OUTLAY	114,604	994,365	77,929	-	-
TOTAL Dept 442.10-DPS ENGINEERING DIVISION	\$ 284,713	\$ 1,376,467	\$ 444,100	\$ 380,077	\$ 384,281
Dept 442.20-DPS FIELD OPERATIONS DIVISION					
PERSONNEL SERVICES	\$ 169,041	\$ 320,658	\$ 295,758	\$ 457,358	\$ 510,187
SUPPLIES	92,135	94,349	94,500	95,500	96,500
OTHER SERVICES AND CHARGES	482,017	570,592	494,060	483,060	483,060
CAPITAL OUTLAY	13,278	904,216	851,200	540,000	990,000
TOTAL Dept 442.20-DPS FIELD OPERATIONS	\$ 756,471	\$ 1,889,815	\$ 1,735,518	\$ 1,575,918	\$ 2,079,747
Dept 442.30-DPS FLEET ASSET DIVISION					
PERSONNEL SERVICES	\$ 289,838	\$ 396,401	\$ 366,319	\$ 383,702	\$ 393,323
SUPPLIES	29,309	30,000	27,000	27,000	27,000
OTHER SERVICES AND CHARGES	209,839	369,175	330,040	348,240	358,240
CAPITAL OUTLAY	175,401	314,425	62,000	-	-
TOTAL Dept 442.30-DPS FLEET ASSET DIVISION	\$ 704,387	\$ 1,110,001	\$ 785,359	\$ 758,942	\$ 778,563
<i>Department of Public Services Total</i>	\$ 2,360,439	\$ 4,826,767	\$ 3,430,169	\$ 3,184,031	\$ 3,720,526
Dept 665.00-NOVI YOUTH ASSISTANCE					
PERSONNEL SERVICES	\$ 46,378	\$ 46,689	\$ 47,376	\$ 47,656	\$ 47,829
SUPPLIES	4,193	9,642	9,642	9,642	9,642
TOTAL Dept 665.00-NOVI YOUTH ASSISTANCE	\$ 50,571	\$ 56,331	\$ 57,018	\$ 57,298	\$ 57,471
Dept 803.00-HISTORICAL COMMISSION					
OTHER SERVICES AND CHARGES	\$ 7,993	\$ 14,000	\$ 14,500	\$ 14,500	\$ 14,500
TOTAL Dept 803.00-HISTORICAL COMMISSION	\$ 7,993	\$ 14,000	\$ 14,500	\$ 14,500	\$ 14,500



# FINANCIAL SUMMARIES

## GENERAL FUND

	ACTUAL 2015-16	ESTIMATED 2016-17	BUDGET 2017-18	PROJECTED	
				2018-19	2019-20
Dept 940.00-TRANSFER TO OTHER FUNDS					
TRANSFERS OUT	\$ 2,465,220	\$ 1,494,000	\$ 320,000	\$ 372,000	\$ 313,000
TOTAL Dept 940.00-TRANSFER TO OTHER FUNDS	\$ 2,465,220	\$ 1,494,000	\$ 320,000	\$ 372,000	\$ 313,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 31,858,979</b>	<b>\$ 36,316,200</b>	<b>\$ 33,484,730</b>	<b>\$ 33,954,323</b>	<b>\$ 35,039,172</b>
NET OF REVENUES/APPROPRIATIONS	\$ 1,387,552	\$ (2,904,583)	\$ (250,000)	\$ -	\$ -
BEGINNING FUND BALANCE	12,357,650	13,745,202	10,840,619	10,590,619	10,590,619
<b>ENDING FUND BALANCE</b>	<b>\$ 13,745,202</b>	<b>\$ 10,840,619</b>	<b>\$ 10,590,619</b>	<b>\$ 10,590,619</b>	<b>\$ 10,590,619</b>

<b>Fund balance as a percentage of total annual expenditures</b>	<b>43%</b>	<b>30%</b>	<b>32%</b>	<b>31%</b>	<b>30%</b>
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Ending Fund Balance (22% min)	\$ 7,008,975	\$ 7,989,564	\$ 7,366,641	\$ 7,469,951	\$ 7,708,618
Funds above / (below) 22% min	\$ 6,736,227	\$ 2,851,055	\$ 3,223,978	\$ 3,120,668	\$ 2,882,001

Ending Fund Balance (25% max)	\$ 7,964,745	\$ 9,079,050	\$ 8,371,183	\$ 8,488,581	\$ 8,759,793
Funds above / (below) 25% max	\$ 5,780,457	\$ 1,761,569	\$ 2,219,437	\$ 2,102,038	\$ 1,830,826

<b>Estimated Change in Fund Balance</b>	<b>11%</b>	<b>-21%</b>	<b>-2%</b>	<b>0%</b>	<b>0%</b>
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\* **Total Appropriations** include service improvements, capital outlay, vehicles, and capital improvements. The level of such expenditures is dictated by available funds from accumulated fund balance and anticipated revenue above annual expenditures in conjunction with the targeted fund balance.



# FINANCIAL SUMMARIES



## Major Revenue Sources, Assumptions, and Trends

Revenue forecasting is a standard practice for the City of Novi. Individual revenue line-items are reviewed for their historical trends in order to project revenues over the next three years. The forecast is also based on economic factors, as well as information provided by the State and County. In order to be prepared for unexpected events and lower than anticipated revenues or higher than anticipated expenditures, the City budgets conservatively. The following are summaries of revenue sources including underlying assumptions and significant trends.

### Property Tax Revenue

The maximum allowable millage rates are used for all funds except the Drain Fund. Taxable value projections are as of March 7, 2017. The 2017 taxable value increased approximately \$64,234,000 for net new construction. The future property values for 2018 and beyond include approximately \$92,000,000 in cumulative net new construction. Penalties and interest are based on historical collections. Inflation for the 2017 tax year was 0.9% but due to new construction, the City anticipates an overall net increase (see loss of personal property taxes discussed below) in revenue of 3.6%. The City closed the Public Safety Fund as of June 30, 2017 and the dedicated public safety millage is recorded directly in the General Fund rather than a transfer in.

The proposed millage rate is 10.5376 mills, increased from 9.95, due to the new 1.0 voted mill for capital improvements offset by expiring voted debt mills. A significant factor that has been taken into account for the future year's taxable value is the expected decrease in the personal property tax, per the new State of Michigan law (SB 10) that erases the personal property tax on the industrial property and other businesses with equipment less than \$40,000.

### Licenses, Permits & Charges for Services

This revenue includes fees for various services and licenses. Revenues also include estimated fees paid by developers and contractors for the plan review, inspection of commercial, industrial and residential construction which partially covers the cost of the Community Development Department. This revenue is difficult to project since it is directly related to construction activity. The City's building activity is projected to remain strong with a 1% increase in most fees projected each for the next fiscal years. The remaining revenue relates to liquor licenses and other fees collected by the Clerks Department.

### Transfers In

The transfers into the special revenue funds represent transfers between the three street funds to cover construction costs as detailed in the six-year CIP plan. The primary source of the transfers is a dedicated road millage in the Municipal Street Fund. The new Capital Improvement Fund has transfers from various enterprise funds to cover their share of the costs for the department of public works building improvement project as well as a transfer from the Special Assessment Revolving Fund to fund the Crescent Blvd (ring road) project.



### State Sources

**State Revenue Sharing** The State Shared Revenue program distributes sales tax collected by the State of Michigan to local governments as unrestricted revenues on a per capita basis (2010 Census population for Novi was 55,224). The distribution of funds is authorized by the State Revenue Sharing Act, Public Act 140 of 1971, as amended (MCL 141.901). For fiscal year (FY) 2016, the legislature established the City, Village, and Township Revenue Sharing (CVTRS) program (a simplified version of the Economic Vitality Incentive Program (EVIP)). Each eligible local unit must meet all of the requirements of Accountability and Transparency in order to receive the full CVTRS payments. A Consolidation of Services Plan and an Unfunded Accrued Liability Plan are not required under the CVTRS program. The City estimates a 2% increase in overall revenue sharing in fiscal year 17/18 and a 1% increase in 18/19 and 19/20.

**MDOT Act 51** The City receives monthly payments from the State of Michigan, Department of Transportation for their share of the motor fuels taxes collected that are earmarked specifically for use on the roads. The distribution is based on the number of miles of road within the city. The City anticipates a onetime 7.5% increase in 17/18 and an annual increase in this revenue of 1% in 18/19 and 19/20.

### Interest on Investments

This revenue is from investing available cash balances based on cash flow forecasts, capital reserves, and fund balance reserves. Interest rates are budgeted to increase over the next few years resulting in greater overall earnings however this will be offset by lower cash balances due significant planned investments in capital projects. The net result is little or no growth in overall earnings.

### Program Revenue/Older Adult Program Revenue

This revenue source is from the many programs offered by the Parks, Recreation, and Cultural Services department and Ice Arena. The Parks, Recreation, and Cultural Services Fund have approximately half its revenue funded from a dedicated property tax levy and the balance funded by program revenue. Program revenue is anticipated to remain flat for all future years.

### Operating Revenue

This revenue represents charges to customers for water and sewer usage as well as fees collected at the ice arena and rents collected at the senior housing facility. Operating revenue in the Water and Sewer Fund is anticipated to increase by 9% in 17/18 (primarily due to increased consumption) and future annual increases of 1-2% annually based on projections and anticipated new customers. Ice arena and senior housing revenues are anticipating 1-2% annual inflationary increases.

The revenues discussed above are the major revenue categories as identified by the City and make up the majority of the total revenues of all appropriated funds, including enterprise funds. The schedule on the following page summarizes total revenue for all fund types of the City.