



**CITY OF NOVI CITY COUNCIL**  
**SEPTEMBER 25, 2023**

**SUBJECT:** Approval of resolution to authorize Budget Amendment #2024-1.

**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 the City 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, 2023, will be expended in fiscal year (FY) 2023/2024, so it is necessary to amend the adopted FY 2023-24 budget so these commitments can be completed. Final year-end closeout numbers for FY 2022-23 have become available, so the rollover budget amendment represents the projects/commitments that are in progress and not completed by June 30, 2023.

**RECOMMENDED ACTION:** Approval of resolution to authorize Budget Amendment #2024-1.

**RESOLUTION**

NOW, THEREFORE BE IT RESOLVED that the following  
Budget Amendment# 2024-1 is authorized:

	<b>INCREASE (DECREASE)</b>
<b>GENERAL FUND</b>	
<b>APPROPRIATIONS</b>	
<b>City Manager</b>	
Other Services and Charges	49,435
<b>City Clerk</b>	
Other Services and Charges	33,700
<b>Integrated Solutions - Technology</b>	
Other Services and Charges	83,122
Capital Outlay	20,822
<b>Integrated Solutions - Facility Management</b>	
Other Services and Charges	221,000
Capital Outlay	589,219
<b>Integrated Solutions - FM: Parks Maintenance</b>	
Capital Outlay	71,473
<b>Police Department</b>	
Other Services and Charges	4,820
Capital Outlay	1,215,028
<b>Fire Department</b>	
Other Services and Charges	20,862
Capital Outlay	12,000
<b>Community Development - Building</b>	
Other Services and Charges	60,220
Capital Outlay	63,175
<b>Department of Public Works - Engineering</b>	
Other Services and Charges	9,300
<b>Department of Public Works - Field Operations</b>	
Capital Outlay	218,000
<b>Department of Public Works - Fleet Asset</b>	
Capital Outlay	312,271

	<b>INCREASE (DECREASE)</b>
<b>Community Development - Planning</b>	
Other Services and Charges	150,037
<b>TOTAL APPROPRIATIONS</b>	<u>\$ 3,134,485</u>
<b>Net Increase (Decrease) to Fund Balance</b>	<u>\$ (3,134,485)</u>

<b>Ending Fund Balance</b>	<b>\$11,419,782</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>25%</b>

<b>MAJOR STREET FUND</b>
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<b>REVENUES</b>	
Transfers In	900,000
<b>TOTAL REVENUES</b>	<u>\$ 900,000</u>
<b>APPROPRIATIONS</b>	
Capital Outlay	4,521,140
<b>TOTAL APPROPRIATIONS</b>	<u>\$ 4,521,140</u>
<b>Net Increase (Decrease) to Fund Balance</b>	<u>\$ (3,621,140)</u>

<b>Ending Fund Balance</b>	<b>\$1,170,346</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>10%</b>

<b>LOCAL STREET FUND</b>
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<b>REVENUES</b>	
Transfers In	800,000
<b>TOTAL REVENUES</b>	<u>\$ 800,000</u>
<b>APPROPRIATIONS</b>	
Maintenance	16,750
Capital Outlay	698,530
<b>TOTAL APPROPRIATIONS</b>	<u>\$ 715,280</u>
<b>Net Increase (Decrease) to Fund Balance</b>	<u>\$ 84,720</u>

<b>Ending Fund Balance</b>	<b>\$755,170</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	1,071,400
Transfers Out	1,700,000
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 2,771,400</u></b>

**Net Increase (Decrease) to Fund Balance** **\$ (2,771,400)**

<b>Ending Fund Balance</b>	<b>\$3,277,686</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>40%</b>

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

752 Supplies	8,000
752 Capital Outlay	127,350
757 Capital Outlay	86,910
757 Older Adult Program Expenditures	18,250
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 240,510</u></b>

**Net Increase (Decrease) to Fund Balance** **\$ (240,510)**

<b>Ending Fund Balance</b>	<b>\$932,726</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>20%</b>

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

Transfers In	2,410,767
<b>TOTAL REVENUES</b>	<b><u>\$ 2,410,767</u></b>

**APPROPRIATIONS**

Capital Outlay	2,940,570
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 2,940,570</u></b>

**Net Increase (Decrease) to Fund Balance** **\$ (529,803)**

**INCREASE  
(DECREASE)**

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

Transfers Out	2,410,767
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 2,410,767</u></b>

Net Increase (Decrease) to Fund Balance	<b><u>\$ (2,410,767)</u></b>
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<b>TREE FUND</b>
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**APPROPRIATIONS**

Capital Outlay	20,000
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 20,000</u></b>

Net Increase (Decrease) to Fund Balance	<b><u>\$ (20,000)</u></b>
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<b>FORFEITURE FUND</b>
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**APPROPRIATIONS**

Capital Outlay	90,167
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 90,167</u></b>

Net Increase (Decrease) to Fund Balance	<b><u>\$ (90,167)</u></b>
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<b>CAPITAL IMPROVEMENT PROGRAM (CIP) FUND</b>
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**APPROPRIATIONS**

Capital Outlay	3,505,780
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 3,505,780</u></b>

Net Increase (Decrease) to Fund Balance	<b><u>\$ (3,505,780)</u></b>
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<b>ICE ARENA FUND</b>
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**APPROPRIATIONS**

Other Charges and Services	50,000
Capital Outlay	315,810
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 365,810</u></b>

Net Increase (Decrease) to Fund Balance	<b><u>\$ (365,810)</u></b>
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**INCREASE  
(DECREASE)**

<b>SENIOR HOUSING FUND</b>
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<b>APPROPRIATIONS</b>	
Capital Outlay	289,600
<b>TOTAL APPROPRIATIONS</b>	<u><b>\$ 289,600</b></u>
<b>Net Increase (Decrease) to Fund Balance</b>	<u><b>\$ (289,600)</b></u>

<b>WATER &amp; SEWER FUND</b>
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<b>APPROPRIATIONS</b>	
Other Charges and Services	1,218,421
Capital Outlay	11,601,199
<b>TOTAL APPROPRIATIONS</b>	<u><b>\$ 12,819,620</b></u>
<b>Net Increase (Decrease) to Fund Balance</b>	<u><b>\$ (12,819,620)</b></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 25, 2023

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Cortney Hanson  
City Clerk

<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	49,435
101-215.00-816.062	SIP053 Recodification - City Clerk	Other services and charges	33,700
101-228.00-850.004	WiFi Access Point Replacements (16)	Other services and charges	8,997
101-228.00-850.999	Internal Technology - citywide (OnBase ELA subscription conversion)	Other services and charges	16,500
101-228.00-850.999	Internal Technology - citywide (Software)	Other services and charges	57,625
101-228.00-986.031	IFT005 Virtual Desktop (VDI) Server Repl	Capital Outlay	13,742
101-228.00-986.039	COR012 Domain Server Replace - Police	Capital Outlay	7,080
101-265.00-816.086	Public Safety Facility Needs Study	Other services and charges	79,000
101-265.00-816.087	Trailer Rental - Fire Station #1	Other services and charges	142,000
101-265.00-976.083	FAC016 Roof Replace - FS#4	Capital Outlay	284,882
101-265.00-976.126	FAC038 Bldg Genrtr&Tech incl cncrte- PD	Capital Outlay	178,265
101-265.00-976.135	FAC037 Elevator Mechanicals - Police	Capital Outlay	126,072
101-265.10-983.067	LDV014 LDV w/plow replace 697 DPW FO	Capital Outlay	18,810
101-265.10-983.071	LDV013 LDV w/Plow replace 641 IS PM	Capital Outlay	17,603
101-265.10-983.072	LDV015 LDV w/ Plow replace 651- DPW FO	Capital Outlay	18,810
101-265.10-983.090	SIP017 Vehicle (NEW POSITION) dept265.10	Capital Outlay	16,250
101-301.00-850.015	SIP024 Firewall Replace -Police Vehicles	Other services and charges	4,820
101-301.00-980.000	Communications equipment (911 phone system upgrade)	Capital Outlay	74,410
101-301.00-980.006	POL023 InCar Cameras & Body Cameras	Capital Outlay	801,373
101-301.00-983.000	Vehicles	Capital Outlay	300,000
101-301.00-983.100	Vehicle-new install	Capital Outlay	39,245
101-336.00-850.000	Internal Technology (5 toughbooks-Fire dept)	Other services and charges	20,862
101-336.00-982.075	COR023 Paging Talk Groups (10) - Fire	Capital Outlay	12,000
101-371.00-850.008	CDB002 CD Tech Upgr Ph2 - EPR & M Sftwre	Other services and charges	60,220
101-371.00-983.089	SIP005 Vehicle (NEW POSITION) dept371.00	Capital Outlay	39,080
101-371.00-986.030	CDB001 CD Tech Upgrades Ph1-BSA PZE	Capital Outlay	24,095
101-441.10-805.000	Engineer consulting (Traffic Study - Civic Center / Novi High School)	Other services and charges	9,300
101-441.20-975.021	ENG068 NSP 2021 (FY 2021-22)	Capital Outlay	193,000
101-441.20-982.057	COR001 Entryway Sign Replace	Capital Outlay	25,000
101-441.30-983.050	LDV011 LDV w/Plow replace 693 DPW FO	Capital Outlay	17,603
101-441.30-984.037	FLT010 RDS Body Truck (replace 619)	Capital Outlay	294,668
101-701.00-816.003	SIP025 Active Mobility Study (formerly: Nonmotorized Master Plan)	Other services and charges	44,294
101-701.00-816.033	Zoning districts/City West & Pav Shor Vil	Other services and charges	3,260
101-701.00-816.051	SIP004 Master Plan-Land Use & Throughfare	Other services and charges	102,483
			\$ 3,134,485
<b>Net Increase (decrease) to fund balance</b>			<b>\$ (3,134,485)</b>

<b>Ending Fund Balance</b>	<b>\$11,419,782</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>25%</b>

<b>MAJOR STREET FUND</b>			
<b>Revenues</b>			
202-000.00-699.204	Transfer from Municipal Street Fund	Transfers In	900,000
			\$ 900,000
<b>Expenditures</b>			
202-449.20-975.214	ENG058 Wixom Rd& Lft Trn Ln (10Mi-CL)	Capital Outlay	18,138
202-449.20-975.226	162-07 Beck Rd Widen(11Mi-Prov Dr/CP Bv)	Capital Outlay	465,351
202-449.20-975.248	ENG079 Industrial Bus Parks Rd Rehab	Capital Outlay	950,576
202-449.20-975.271	ENG073 Taft Rd(\$th CL-10 Mile)&R@9MiRd	Capital Outlay	1,621,100
202-449.20-976.089	ENG067a/b GLWA 14 Mi WM Trans Red Route	Capital Outlay	1,465,975
			\$ 4,521,140
<b>Net Increase (decrease) to fund balance</b>			<b>\$ (3,621,140)</b>

<b>Ending Fund Balance</b>	<b>\$1,170,346</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>10%</b>

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
<b>LOCAL STREET FUND</b>			
<b>Revenues</b>			
203-000.00-699.204	Transfer from Municipal Street Fund	Transfers In	800,000
			<u>\$ 800,000</u>
<b>Expenditures</b>			
203-449.30-973.024	Capital Prevent Maint 2023 (FY 2023-24)	Maintenance	16,750
203-449.30-974.231	102-01 NRP 2022 - Concrete (FY 2022-23)	Capital Outlay	14,162
203-449.30-974.233	102-01 NRP 2022 - Asphalt (FY 2022-23)	Capital Outlay	9,225
203-449.30-974.241	102-01 NRP 2023 - Concrete (FY 2023-24)	Capital Outlay	381,539
203-449.30-974.243	102-01 NRP 2023 - Asphalt (FY 2023-24)	Capital Outlay	192,438
203-449.30-975.170	ENG038 Flint St - Ph2; SW Ring Rd	Capital Outlay	80,454
203-449.30-975.230	ENG077 12 Mile Rd Recon(Medina-Cty Lmts)	Capital Outlay	20,712
			<u>\$ 715,280</u>
<b>Net Increase (decrease) to fund balance</b>			<b>\$ 84,720</b>

<b>Ending Fund Balance</b>	<b>\$755,170</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>10%</b>

<b>MUNICIPAL STREET FUND</b>			
<b>Expenditures</b>			
204-000.00-995.203	Transfer to Local Street Fund	Transfers Out	800,000
204-000.00-995.202	Transfer to Major Street Fund	Transfers Out	900,000
204-446.00-974.480	ENG047 Safe Route to Schools ImprovMDOT	Capital Outlay	15,330
204-446.00-975.020	CONTRA ENG068 NSP - Alloc 101	Capital Outlay	(193,000)
204-446.00-975.021	ENG068 NSP 2021 (FY 2021-22)	Capital Outlay	363,397
204-446.00-975.034	162-01 12 Mile Rd Widen (Beck - Cabaret)	Capital Outlay	556,168
204-446.00-975.187	ENG060 10 Mile Rd & Oper Enhance RCOC	Capital Outlay	228,295
204-446.00-975.221	ENG057 Novi Rd (9 Mile - 10 Mile) RCOC	Capital Outlay	33,690
204-446.00-978.108	Intersection Impr -13 Mile/Haggerty RCOC	Capital Outlay	67,520
			<u>\$ 2,771,400</u>
<b>Net Increase (decrease) to fund balance</b>			<b>\$ (2,771,400)</b>

<b>Ending Fund Balance</b>	<b>\$3,277,686</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>40%</b>

<b>PARKS, RECREATION, AND CULTURAL SERVICES FUND</b>			
<b>Expenditures</b>			
208-752.00-740.205	Villa Barr Property Operating Costs	Supplies	3,000
208-752.00-740.601	Operating Supplies - Park Amenities	Supplies	5,000
208-752.00-977.033	PRC028b Northwest Park const (playground)	Capital Outlay	16,000
208-752.00-977.090	ENG052a Cemetery Enhance - dirt pathway	Capital Outlay	80,000
208-752.00-977.111	PRC028d Trails incld plygrnd clring - NW Park	Capital Outlay	31,350
208-757.00-960.570	Older Adults - SOS (Fitness Equipment install-Rotary Park)	Older Adult Program Expenditures	18,250
208-757.00-983.045	LDV016 Transit Van 139 - PRCS OAS	Capital Outlay	86,910
			<u>\$ 240,510</u>
<b>Net Increase (decrease) to fund balance</b>			<b>\$ (240,510)</b>

<b>Ending Fund Balance</b>	<b>\$932,726</b>
<b>Fund Balance as a % of total annual expenditures</b>	<b>20%</b>



<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
<b>DRAIN FUND</b>			
<b>Revenues</b>			
211-000.00-699.152	Transfer from Drain Perpetual	Transfers In	2,410,767
			<u>\$ 2,410,767</u>
<b>Expenditures</b>			
211-445.00-975.146	133-08 Strmbnk Stb -Mid Rouge Rvr nr ML	Capital Outlay	2,637,508
211-445.00-975.157	Storm Sewer Improvements - Heathergreene Crt	Capital Outlay	122,519
211-445.00-975.170	ENG038 Flint St - Ph2; SW Ring Rd	Capital Outlay	82,329
211-445.00-977.038	ENG084 Ped Tunnel Replace-Lake Shore Park	Capital Outlay	15,250
211-445.00-982.079	Mini Excavator (new)	Capital Outlay	72,553
211-445.00-984.022	FLD018 Truck Mounted Cmb Sewer Clnr(repl #614)	Capital Outlay	10,411
			<u>\$ 2,940,570</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (529,803)</b>
<b>DRAIN PERPETUAL MAINTENANCE FUND</b>			
<b>Expenditures</b>			
152-000.00-995.211	Transfer to Drain Fund	Transfers Out	2,410,767
			<u>\$ 2,410,767</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (2,410,767)</b>
<b>TREE FUND</b>			
<b>Expenditures</b>			
213-752.00-977.038	ENG084 Ped Tunnel Replace-Lake Shore Park	Capital Outlay	20,000
			<u>\$ 20,000</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (20,000)</b>
<b>FORFEITURE FUND</b>			
<b>Expenditures</b>			
262-302.00-983.000	Vehicles-Federal Forfeitures	Capital Outlay	90,167
			<u>\$ 90,167</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (90,167)</b>
<b>CAPITAL IMPROVEMENT PROGRAM (CIP) FUND</b>			
<b>Expenditures</b>			
401-336.00-979.005	FIR024 Engine (replace #313)	Capital Outlay	990,423
401-752.00-977.037	PRC043 City Splash Pad	Capital Outlay	2,425,528
401-752.00-977.038	ENG084 PedTunnel Replace -LakeShore Prk	Capital Outlay	82,554
401-752.00-977.039	SIP057 ParkUpdate Plan -ITC Com Sprt Prk	Capital Outlay	7,275
			<u>\$ 3,505,780</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (3,505,780)</b>
<b>ICE ARENA FUND</b>			
<b>Expenditures</b>			
570-000.00-934.023	External Painting incl roof	Other Services and Charges	50,000
570-000.00-976.149	ICE004 Dehumidification Unit	Capital Outlay	205,330
570-000.00-976.162	COR003 Smke/Fire Detection Replace	Capital Outlay	12,670
570-000.00-976.175	ICE022 Roof Restoration - Ice Arena	Capital Outlay	97,810
			<u>\$ 365,810</u>
		<b>Net Increase (decrease) to fund balance</b>	<b>\$ (365,810)</b>

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
<b>SENIOR HOUSING FUND</b>			
<b>Expenditures</b>			
574-000.00-976.178	SNR015a Window Replace - MC Main Bldg	Capital Outlay	71,330
574-000.00-976.179	SNR015b Window Replace - MC Ranches	Capital Outlay	121,370
574-000.00-976.204	Outdoor Fitness Area Flooring	Capital Outlay	18,900
574-000.00-977.110	ENG092 Pickleball Crts (4)	Capital Outlay	78,000
			<u>\$ 289,600</u>
<b>Net Increase (decrease) to fund balance</b>			<b>\$ (289,600)</b>

<b>WATER AND SEWER FUND</b>			
<b>Expenditures</b>			
592-536.00-816.056	SIP043 Comp Dist Systm Mat Inv -EGLE req	Other Services and Charges	375,000
592-536.00-816.057	SIP044 PRV Cathodic Protection Analysis	Other Services and Charges	12,100
592-536.00-850.009	AMI Cstmr Engage Systm Sftwr(web-based)	Other Services and Charges	28,305
592-536.00-936.040	Water Main Valve Maint Program	Other Services and Charges	790,358
592-536.00-936.501	SCADA maintenance	Other Services and Charges	12,658
592-536.00-976.005	WTS036 Asb-Cement (AC) Wtr Main Rep-PH2	Capital Outlay	179,530
592-536.00-976.009	SAD 170(Ph 3B) Pump Station aka Garfield	Capital Outlay	133,465
592-536.00-976.071	WTS035 196 SS Cross Proj & W Oak PS Aban	Capital Outlay	57,200
592-536.00-976.072	WTS026 SS ForceMain Replace-HiltonStation	Capital Outlay	306,070
592-536.00-976.076	WTS030 WaterMainReplace-Westminister Sub	Capital Outlay	852,200
592-536.00-976.082	WTS036 Asb-Cement (AC) Wtr Main Rep-PH1	Capital Outlay	1,302,983
592-536.00-976.089	ENG067a/b GLWA 14 Mi WM Trans Red Route	Capital Outlay	96,630
592-536.00-976.099	Howell's Walled Lake Sub-WM Rd SS	Capital Outlay	120,745
592-536.00-976.110	SS CapUpgrd Lanny's Infnt&Drakes Bay Ef	Capital Outlay	6,186,988
592-536.00-976.111	WTS040 Asb-Cement WM repl 10Mi(mdw-hag)	Capital Outlay	244,407
592-536.00-976.112	WTS039 PCCP Water Main Repairs	Capital Outlay	1,475,380
592-536.00-976.116	Water Main Install Flint/Bond Ph 2	Capital Outlay	7,795
592-536.00-976.124	WTS042 Water Main Replace -Roethel Drive	Capital Outlay	10,695
592-536.00-976.139	West Park Booster Station Improvements	Capital Outlay	100,934
592-536.00-977.037	PRC043 City Splash Pad	Capital Outlay	7,228
592-536.00-983.074	LDV 012 LDV w/ Plow 733 - DPW WS	Capital Outlay	18,398
592-536.00-983.087	SIP048 Vehicle (NEW POSITION) dept 592	Capital Outlay	18,398
592-536.00-984.038	FLT013 Sewer Vacuum Truck (replace 726)	Capital Outlay	482,153
			<u>\$ 12,819,620</u>
<b>Net Increase (decrease) to fund balance</b>			<b>\$ (12,819,620)</b>