CITY OF NOVI CITY COUNCIL SEPTMBER 14, 2020



SUBJECT: Consideration of approval of resolution to authorize Budget Amendment #2021-1.

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION: The City's annual budget is adopted by the third Monday in May each year and is effective July 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, 2020, will be expended in fiscal year 2020/2021, so it is necessary to amend the adopted FY 2020-21 Budget so these commitments can be completed. Final year-end closeout numbers for FY 2019-20 have become available, so the rollover budget amendment represents the projects/commitments that are in progress and not completed by June 30, 2020.

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2021-1.

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following Budget Amendment# 2021-1 is authorized:

INCREASE (DECREASE)

GENERAL FUND	
REVENUES	
Federal Grants	459,500
TOTAL REVENUES	\$ 459,500
APPROPRIATIONS	
City Council	
Other Services and Charges	82,040
City Manager	
Personnel Services	3,500
Other Services and Charges	20,600
Finance Department	
Personnel Services	6,000
Integrated Solutions - Information Technology	
Personnel Services	14,000
Assessing Department	
Personnel Services	6,000
City Clerk	
Personnel Services	3,000
Treasury Department	
Personnel Services	5,500
Integrated Solutions - Facility Management	
Personnel Services	10,000
Other Services and Charges	10,000
Capital Outlay	145,076
Integrated Solutions - FM: Parks Maintenance	
Personnel Services	13,000
Other Services and Charges	9,285
Human Resources	
Personnel Services	5,000
Community Relations	
Personnel Services	2,500
Police Department	_,000
Personnel Services	223,000

Fire Department		
Personnel Services		87,000
Supplies		30,445
Community Development - Building		
Personnel Services		28,000
Community Development - Planning		
Personnel Services		3,000
Other Services and Charges		3,430
Department of Public Works - Administration		
Personnel Services		4,500
Department of Public Works - Engineering		
Personnel Services		2,500
Department of Public Works - Field Operations		
Personnel Services		34,000
Capital Outlay		368,989
Department of Public Works - Fleet Asset		
Personnel Services		9,000
Transfers to Other Funds		
Transfers Out		58,000
TOTAL APPROPRIATIONS	\$	1,187,365
Net Increase (Decrease) to Fund Balance	\$	(727,865)
Ending Fund Balance	\$	10,569,244
Fund Balance as a % of total annual expenditures	29%	

MAJOR STREET FUND	
APPROPRIATIONS	
Other Services and Charges	42,500
Transfers Out	190,000
Capital Outlay	 333,030
TOTAL APPROPRIATIONS	\$ 565,530
Net Increase (Decrease) to Fund Balance	\$ (565,530)
Ending Fund Balance	\$465,361
Fund Balance as a % of total annual expenditures	10%
LOCAL STREET FUND	
REVENUES	
Transfers In	 2,080,000
TOTAL REVENUES	\$ 2,080,000
APPROPRIATIONS	
Capital Outlay	1,944,573
TOTAL APPROPRIATIONS	\$ 1,944,573
Net Increase (Decrease) to Fund Balance	\$ 135,427
Ending Fund Balance	\$ 1,019,047
Fund Balance as a % of total annual expenditures	10%
MUNICIPAL STREET FUND	
APPROPRIATIONS	
Maintenance	85,955
Capital Outlay	900,126
Transfers Out	1,890,000
TOTAL APPROPRIATIONS	\$ 2,876,081
Net Increase (Decrease) to Fund Balance	\$ (2,876,081)
Ending Fund Balance	\$ 1,468,510
Fund Balance as a % of total annual expenditures	16%

	PARKS, RECREATION, & CULTURAL SERVICES	S FUND	
REVENUES			
Dona	itions		100,000
Fede	ral Grants		8,000
Trans	fers In		58,000
TOTAL REVE	NUES	\$	166,000
Appropria	TIONS		
691	Supplies		56,500
691	Other Services and Charges		18,750
691	Capital Outlay		(119,981)
693	Personnel Services		6,000
695	Personnel Services		2,000
695	Capital Outlay		86,005
Total Appr	OPRIATIONS	\$	49,274
Net Increas	se (Decrease) to Fund Balance	\$	116,726
Ending F	und Balance	\$	390,844
Ŭ	fund Balance lance as a % of total annual expenditures	\$	390,844 12%
Ŭ	lance as a % of total annual expenditures	\$	
Ŭ	lance as a % of total annual expenditures TREE FUND	\$	
Fund Ba	lance as a % of total annual expenditures TREE FUND	\$	
Fund Ba	lance as a % of total annual expenditures TREE FUND TIONS	\$	12%

DRAIN FUND		
REVENUES		
Transfers In		1,447,569
TOTAL REVENUES	\$	1,447,569
APPROPRIATIONS		
Capital Outlay		1,215,801
Other Services and Charges		209,199
Transfers Out		22,569
TOTAL APPROPRIATIONS	\$	1,447,569
Net Increase (Decrease) to Fund Balance	\$	
DRAIN PERPETUAL MAINTENANCE FUND		
APPROPRIATIONS		
Transfers Out		1,447,569
TOTAL APPROPRIATIONS	\$	1,447,569
Net Increase (Decrease) to Fund Balance	\$	(1,447,569)
CORRIDOR IMPROVEMENT AUTHORITY (CIA) F	UND	
APPROPRIATIONS		
Capital Outlay		1,065,083
TOTAL APPROPRIATIONS	\$	1,065,083
Net Increase (Decrease) to Fund Balance	\$	(1,065,083)
FORFEITURE FUND		
APPROPRIATIONS		
Capital Outlay		29,410
TOTAL APPROPRIATIONS	\$	29,410
Net Increase (Decrease) to Fund Balance	\$	(29,410)

CAPITAL IMPROVEMENT (CIP) FUI	ND	
REVENUES		
Transfers In		362,519
TOTAL REVENUES	\$	362,519
APPROPRIATIONS		
Debt Service		2,280,746
Capital Outlay		3,118,469
TOTAL APPROPRIATIONS	\$	5,399,215
Net Increase (Decrease) to Fund Balance	\$	(5,036,696)
ICE ARENA FUND		
APPROPRIATIONS		
Capital Outlay		55,200
TOTAL APPROPRIATIONS	\$	55,200
Net Increase (Decrease) to Fund Balance	\$	(55,200)
WATER & SEWER FUND		
REVENUES		
Federal Grants		42,000
Donations		67,342
TOTAL REVENUES	\$	109,342
APPROPRIATIONS		
Personnel Services		42,000
Other Charges and Services		326,326
Capital Outlay		17,783,883
Transfers Out		339,950
TOTAL APPROPRIATIONS	\$	18,492,159
Net Increase (Decrease) to Fund Balance	\$	(18,382,817)

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 14, 2020

INCREASE (DECREASE)

Cortney Hanson City Clerk

<u>GL #</u>	Project/Item Description	Budget Category	<u>Amount</u>
	GENERAL FUN	ID	
Revenues			
101-000.00-508.452	Federal Grants - COVID-19	Federal grants	459,500
			\$ 459,500
Expenditures			
101-101.00-963.005	Miscellaneous -special projects & events	Other services and charges	13,500
101-101.00-963.006	Miscellaneous - rec center committee	Other services and charges	68,540
101-172.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	3,500
101-172.00-816.002	Entrway Signage Grant Prgrm Residential	Other services and charges	14,000
101-172.00-816.043	Federal Grant Writing Svc -Beck Rd widen	Other services and charges	6,600
101-201.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	6,000
101-205.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	14,000
101-209.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	6,000
101-215.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	3,000
101-253.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	5,500
101-265.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	10,000
101-265.00-816.044	Construct Analysis - 2nd flr reno & FS3	Other services and charges	10,000
101-265.00-976.033	FAC011 HVAC Build Auto Project - PD & CC	Capital Outlay	145,076
101-265.10-704.012	COVID-19 Crisis Hazard Pay	Personnel services	13,000
101-265.10-939.208	Park building maintenance	Other services and charges	9,285
101-270.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	5,000
101-295.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	2,500
101-301.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	223,000
101-337.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	87,000
101-337.00-741.000	Supplies - Uniforms	Supplies	30,445
101-371.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	28,000
101-442.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	4,500
101-442.10-704.012	COVID-19 Crisis Hazard Pay	Personnel services	2,500
101-442.20-704.012	COVID-19 Crisis Hazard Pay	Personnel services	34,000
101-442.20-984.019 101-442.20-984.020	FLD014 Dump Truck (replace #605) FLD019 Dump Truck (replace #698)	Capital Outlay Capital Outlay	141,447 141,447
101-442.20-904.020	ELD017 Dump Truck (replace $\#640$)		141,447 04 OOE

101-442.20-984.021	FLD027 Dump Truck (replace #649)	Capital Outlay	86,095
101-442.30-704.012	COVID-19 Crisis Hazard Pay	Personnel services	9,000
101-807.00-704.012	COVID-19 Crisis Hazard Pay	Personnel services	3,000
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, rec & cultural serv	Transfers Out	58,000
			\$ 1,187,365

Net Increase (decrease) to fund balance \$ (727,865)

Ending Fund Balance	\$10,569,244
Fund Balance as a % of total annual expenditures	29%

<u>GL #</u>	Project/Item Description	Budget Category		<u>Amount</u>
	MAJOR STREET F	UND		
Expenditures				
202-202.00-816.045	Environmental Assess Beck Rd (6Mi-PT)	Other Services and Charges		42,500
202-202.00-863.024	ENG023 & ENG024 Sig Mod 14/Hag & Bck/PTr	Capital Outlay		28,555
202-202.00-865.031	ENG009 Cabot(12M-13M) &Lewis (Cb-Hg)	Capital Outlay		1,095
202-202.00-865.103	Donelson Dr & West Oaks Dr Replace	Capital Outlay		31,155
202-202.00-865.174	082-16 Trans-X Dr Rehab (Novi-Term)	Capital Outlay		8,395
202-202.00-865.177	132-27 11 Mile Rd Rehab (Taft to Clark)	Capital Outlay		18,675
202-202.00-865.181	132-26 11 Mile Rehab (Beck to Wixom)	Capital Outlay		21,326
202-202.00-865.182	082-30 11 Mile Rehab (Taft to Beck)	Capital Outlay		34,165
202-202.00-865.183	ENG008 Lee BeGole Dr (11Mile-Terminus)	Capital Outlay		39,136
202-202.00-865.260	082-03 Crescent Blvd;NWRing Rd(246 Fund)	Capital Outlay		1,250,048
202-202.00-865.264	CONTRA082-03Cres Blvd;NWRingRd(246 Fund)	Capital Outlay		(1,099,520)
202-000.00-965.203	Transfer to Local Streets Fund	Transfer Out		190,000
			\$	565,530
		Net Increase (decrease) to fund balance	\$	(565,530)
	Ending Fund Balance	\$465,361]	
	Fund Balance as a % of total annual expenditures	10%		
	LOCAL STREET FU	UND		
Expenditures		Transform		100.000
203-000.00-676.202	Transfer from Local Street Fund	Transfers In		190,000
203-000.00-676.204	Transfer from Municipal Street Fund	Transfers In	<u></u>	1,890,000
			<u></u>	2,080,000
Expenditures				
203-203.00-864.193	102-01 NRP 2018 - Asphalt (FY 2018-19)	Capital Outlay		10,950

	Fund Balance as a % of total annual expenditures	10%		
	Ending Fund Balance	\$1,019,047]	
		Net Increase (decrease) to fund balance	\$	135,427
			<u></u>	1,944,573
				1 0 4 4 5 7 2
203-203.00-985.005	ENG002 2020 CPR Prog FY2021	Capital Outlay		116,425
203-203.00-865.261	092-50 Flint St - Ph1; SW Ring Rd	Capital Outlay		322,848
203-203.00-865.186	ENG066 Cranbrooke Dr (9 Mi-VillageWood)	Capital Outlay		63,911
203-203.00-864.213	102-01 NRP 2020 - Asphalt (FY 2020-21)	Capital Outlay		1,184,697
203-203.00-864.211	102-01 NRP 2020 - Concrete (FY 2020-21)	Capital Outlay		197,918
203-203.00-864.203	102-01 NRP 2019 - Asphalt (FY 2019-20)	Capital Outlay		47,824
		1 5		

<u>GL #</u>	Project/Item Description	Budget Category		<u>Amount</u>
	MUNICIPAL STREET	FUND		
Expenditures 204-000.00-965.203 204-204.00-863.108 204-204.00-865.033 204-204.00-865.187 204-204.00-974.451 204-204.00-974.476 204-204.00-974.478 204-204.00-974.479 204-204.00-974.480 204-204.00-974.482 204-204.00-866.000	Transfer to Local Street Fund (Rollover) Intersection Impr -13 Mile/Haggerty RCOC ENG035 NviRdBrdg &115-0002 NonmtrCr MDOT ENG060 10 Mile Rd & Oper Enhance RCOC 125-053 Seg53 Beck(WS;11Mi-Bosco Fields) ENG027 Brdwlk Repair/Replace Prg PH1,2,3 2019 Pathways & ADA Improve 2019 Sidewalks & ADA Improve-Alloc 400 ENG047 Safe Route to Schools ImprovMDOT 135-51 Seg51 10 Mi (NS; Dinser-Woodham) Routine Maintenance	Transfers Out Capital Outlay Capital Outlay Capital Outlay Capital Outlay Capital Outlay Capital Outlay Capital Outlay Capital Outlay Capital Outlay Maintenace		1,890,000 65,000 154,412 159,648 650 88,432 1,422,043 (1,146,309) 143,498 12,752 85,955
			\$	2,876,081
		Net Increase (decrease) to fund balance	\$	(2,876,081)
	Ending Fund Balance Fund Balance as a % of total annual expenditures	\$1,468,510 16%]	
Revenues	PARKS, RECREATION, AND CULT	JRAL SERVICES FUND		
208-000.00-676.101 208-000.00-508.452 208-000.00-665.016	Transfer from General Fund Federal Grants - COVID-19 Wildlife Wood Pickleball Courts	Transfers In Federal grants Donations	\$	58,000 8,000 100,000 166,000
Expenditures 208-691.00-740.086 208-691.00-740.205 208-691.00-740.601 208-691.00-941.205 208-691.00-976.039 208-691.00-977.004 208-691.00-977.089 208-691.00-982.022 208-691.00-865.600 208-693.00-704.012 208-695.00-704.012 208-695.00-983.039	Park Signage Villa Barr Property Operating Costs Operating Supplies - Park Amenities Villa Bar Projects FAC012 Comm Center Reno(4 activity room) ENG003 Wildlife Woods Park Sdwlk & Trail PRC040 Wildlife Woods Pickleball Crts(4) PRC025 Mobile Sound Stage Replace COVID-Estimated Rollovers COVID-19 Crisis Hazard Pay COVID-19 Crisis Hazard Pay Transit Van-OAS (replace #123) Transit Vehicle -PRCS OAS (replace #203)	Supplies Supplies Other services and charges Capital Outlay Capital Outlay Capital Outlay Capital Outlay Capital Outlay Personnel services Personnel services Capital Outlay Capital Outlay Capital Outlay	\$	7,100 9,175 40,225 18,750 18,380 1,000 219,590 8,310 (367,261) 6,000 2,000 63,055 22,950 49,274
		Net Increase (decrease) to fund balance	\$	116,726
	Ending Fund Balance Fund Balance as a % of total annual expenditures	\$390,844 12%		
	TREE FUND			
Expenditures				
209-442.00-976.401 209-691.00-977.013	DPS001 DPS Expansion/Improvement Project PRC031 Lakeshore Park (\$5,000,000 proj)	Capital Outlay Capital Outlay		2,544 54,240
209-691.00-977.013 209-691.00-977.028	Bosco Property Improvements	Capital Outlay Capital Outlay		9,108
			\$	65,892
		Net Increase (decrease) to fund balance		(65,892)

<u>GL #</u>	Project/Item Description	Budget Category		<u>Amount</u>
_	DRAIN FL	JND		
<u>Revenues</u> 210-000.00-676.211	Transfer from Drain Perpetual	Transfers In		1,447,569
			\$	1,447,569
Expenditures				
210-000.00-965.400 210-211.00-816.038	Tranfer to Capital Improvemnet Fund Asset Location Svc(GIS/GPS)	Transfers Out Other services and charges		22,569 209,199
210-211.00-865.129	Streambank stab - Middle Rg at Flint	Capital Outlay		55,74
210-211.00-865.145	133-07 Streambank Stab-Bishop Creek	Capital Outlay		784,53
210-211.00-865.149	ENG033 Headwall Repair-LeeBeGoleDr(ES)	Capital Outlay		375,52
			\$	1,447,569
		Net Increase (decrease) to fund balance	\$	-
	DRAIN PERPETUAL MAI	NTENANCE FUND		
Expenditures 211-000.00-965.210	Transfer to Drain Fund	Transfers Out		1,447,569
			\$	1,447,569
		Net Increase (decrease) to fund balance	\$	(1,447,569
		AUTHORITY (CIA) FUND		
<u>xpenditures</u>				
246-202.00-865.260	082-03 Crescent Blvd;NWRing Rd(246 Fund)	Capital Outlay		1,065,083
			\$	1,065,083
		Net Increase (decrease) to fund balance	\$	(1,065,083
	FORFEITURE	FUND		
<u>Expenditures</u> 266-266.00-983.100	Vehicle-new install	Capital Outlay		29,410
			\$	29,410
		Net Increase (decrease) to fund balance	\$	(29,410
	Capital IMPROVEMENT PR	OGRAM (CIP) FUND		
Revenues 100-000.00-676.210	Transfer from Drain Fund	Transfers in		22,569
400-000.00-676.592	Transfer from Water and Sewer Fund	Transfers in		339,950
			\$	362,519
Expenditures 100-000.00-991.000	Principal	Debt service		2,280,74
00-204.00-974.476	ENG027 Brdwlk Repair/Replace Prg PH1,2,3 2019 Pathways & ADA Improve	Capital Outlay Capital Outlay		72,42 1,146,30
100-402.00-976.000	Building improvements	Capital Outlay		47,99
100-691.00-977.013 100-691.00-977.020	PRC031 Lakeshore Park (\$5,000,000 proj) PRC040 ITC Trl (Garfield/9 Mi to 11 Mi)	Capital Outlay Capital Outlay		1,642,56 33,60
400-691.00-977.025	ENG035 Lakeshore Park Shoreline	Capital Outlay		28,11
400-691.00-977.026	ENG036 Pavilion Shore Park Shoreline	Capital Outlay		93,63 38 37
400-691.00-977.028 400-691.00-977.031	Bosco Property Improvements Site Fill 25460 Novi Rd - Water Tower	Capital Outlay Capital Outlay		38,37 15,44
			\$	5,399,21
		Not Incrase (decrease) to fund belonce	¢	(5.024.40)
		Net Increase (decrease) to fund balance	\$	(5,036,696

<u>GL #</u>	Project/Item Description	Budget Category		<u>Amount</u>
	ICE ARENA FU	JND		
<u>Expenditures</u> 590-000.00-969.019 590-000.00-969.027	ICE014 Hot Wtr &Ht Blrs Replace(2) LED Lite Upgrade-hllwys, svc areas,Ickr	Capital Outlay Capital Outlay		35,200 20,000
			\$	55,200
		Net Increase (decrease) to fund balance	\$	(55,200)
	WATER AND SEWI			
<u>Revenues</u>				
				(7.0.40)
592-000.00-665.275 592-000.00-508.452	Donations - 092-50 Flint Street Phase 1 Federal Grants - COVID-19	Donations Federal grants		67,342 42,000
			<u></u>	100 242
Expenditures			<u> </u>	109,342
$\overline{592-000.00-965.400}$ 592-592.00-704.012 592-592.00-816.038 592-592.00-816.039 592-592.00-816.080 592-592.00-850.009 592-592.00-850.009 592-592.00-976.009 592-592.00-976.014 592-592.00-976.017 592-592.00-976.029 592-592.00-976.035 592-592.00-976.073 592-592.00-976.073 592-592.00-976.074 592-592.00-976.074 592-592.00-976.077 592-592.00-976.079 592-592.00-976.079 592-592.00-976.079 592-592.00-976.079 592-592.00-976.079 592-592.00-976.079	Transfer to Capital Improvement Fund COVID-19 Crisis Hazard Pay Asset Location Svc(GIS/GPS) WS Eng Study, QualifTrain & Elec Saf Prg Water Master Plan & AWIA Compliance PCCP TransMainCondAssess(Novi Rd;14toGR) AMI Cstmr Engage Systm Sftwr(web-based) 092-50 Flint St - Ph1; SW Ring Rd SAD 170 (Phase 3B) Pump Station WTS007 8 Mile Equalization Basin Project 10 Mile Loop Connect (W of Wixom) Nine Mile Rd Gravity Relief Sewer WTS012 DrakesBay Effluent SS Cap Upgrade WTS026 San Lift Station Access Dr Rehab WTS026 SS ForceMain Replace-HiltonStatio WTS028 Walled Lake Dist SS Repairs-YR1 WTS024 & WTS025 SS Main & Manhole Rehab ENG054 & ENG055 MDEQ PH1&2 WTS010 Wixom & WTS011 Drakes Bay Pmp Stn WTS014 Fixed Ntwrk -AMI Prj Ph1 antennas WTS018 Fixed Ntwrk -AMI Prj Ph2 meters	Transfers Out Personnel services Other Services and Charges Other Services and Charges Capital Outlay Capital Outlay		339,950 42,000 143,737 24,100 66,471 76,518 15,500 25,579 52,349 10,000,000 308,465 2,395,727 42,160 75,771 24,320 41,514 1,744,413 960,982 404,470 920,560 9,190 518,476
592-592.00-984.018 592-592.00-986.001	FLD020 Dump Truck (replace #699) SCADA Upgrades-Insystem Sewer Flow Meter	Capital Outlay Capital Outlay		204,582 55,325
			\$	18,492,159
		Net Increase (decrease) to fund balance	\$	(18,382,817)
	SENIOR HOUSING			
Expenditures				
594-000.00-934.000	Building maintenacne	Other services and charges		9,275
594-000.00-969.034	SNR014 Front Entry ReDesign	Capital Outlay		500
			\$	9,775
		Net Increase (decrease) to fund balance	\$	(9,775)