



CITY OF NOVI
Administrative ePacket
April 25, 2024

Public Safety (Police/Fire)

Infrastructure (Roads/Water/Sewer)

[Beck Road Preservation Overlay - Herczeg](#)

[SMART Usage 1st Quarter 2024 - Cardenas](#)

Economic Development (City Revenue/Job Growth)

Citizen-Focused Government (Shared Services/Customer Services)

[Boards and Commissions Openings - Morris](#)

[Young Southeast Asian Leaders Initiative \(YSEALI\) Program - Mahoney](#)

Natural Areas & Features and Community Character (Community that Preserves)

[Wixom Composting Pilot Program](#)

Fiscally Responsible Government (Maintain)

[City Council Budget Session Recap - Johnson](#)

Parks, Recreation & Cultural Services (Enhance Services)

Capital Improvement Program

City Council Only or Confidential

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: JEFFREY HERCZEG, DIRECTOR OF PUBLIC WORKS
SUBJECT: BECK ROAD (9 TO 11 MILE ROADS) PREPARED FOR
DATE: APRIL 25, 2024

Mayor and Council –

Some REALLY good needs as it pertains to a temporary fix to Beck Road (9 -11 mile). A price estimate that has come back could serve as a viable option as the City deliberates further on a long-term solution for Beck.

- Victor

This memo is a follow-up to the March 7, 2024, Administrative Packet memo *Beck Road Update and Options* (attached), which gave City Council three options to address the condition of Beck Road. Since then, staff have new information on the proposed pavement preservation overlay (PPO) on the 9 Mile to 11 Mile segment and a new timeline for the reconstruction of the segment from 11 Mile Road to Grand River Ave. discussed in the previous correspondence.

The **partially funded segment (11 Mile to Grand River)**'s new schedule is as follows:

- | | |
|--|--------------------|
| • Draft Environmental Assessment (EA) MDOT Submittal | June 7, 2024 |
| • Revised Draft EA submittal to MDOT | July 19, 2024 |
| • Revised EA submittal to MDOT for final FHWA review | August 30, 2024 |
| • FHWA publishes final EA | September 27, 2024 |
| • Public meeting for public review of EA | October 25, 2024 |
| • FONSI submittal to MDOT | November 8, 2024 |
| • FHWA Issues FONSI | December 20, 2024 |
| • Final Design | Winter/Spring 2025 |
| • Letting | Summer 2025 |

Some preventative maintenance (spray patching and pothole filling) will be needed on this segment this year and next to ensure it lasts into the construction year 2026.

The segments from **9 Mile Road to 11 Mile Road** are in worse condition, and seasonal patching is currently being performed prior to the planned PPO. Previously staff estimated the pavement preservation overlay budgeted for **FY 2024/25 and 2025/26** was going to cost ~\$2.2M total for both segments; however, the contractor (Ajax) who performed the **Capital Preventative Maintenance (CPM)** program last year agreed to hold unit prices for the Beck Road work. The proposed cost for the PPO construction (per a change order from 2023 CPM) is ~\$1.2M total plus construction engineering at ~\$70K for a total ~\$1.3M, significantly less than expected.

Therefore, staff recommends performing both segments of the PPO this fall or spring 2025 by executing a change order on the 2023 CPM construction contract. If there is enough appropriate weather remaining in the 2024 construction season, the work will be planned to start after the Wixom Road project is completed (Beck Road is currently serving as a detour). If timelines do not align, the work will be pushed until spring of 2025 under

agreement with the contractor of a 4% overall cost increase. The PPO will take two to three weeks to complete and can be constructed under flag control and limited lane closures. Since staff budgeted ~\$1.2M for each segment, there will be little impact on the road funds. An additional ~\$125K will need to be reallocated in FY 2024/25 and funds budgeted in FY 2025/26 will be redistributed amongst other road projects.

"OUT-THE-DOOR" PUBLIC PROJECT BUDGETING

PROJECT NAME:		Beck Road Pavement Preservation Overlay (9 Mile to 11 Mile Rd)	
<u>DESIGN</u>	% or #	Estimated Cost	Notes
Design Engineering	2%	\$23,027.45	Reduced design effort; Reduced fee percentage
ROW Acquisition		\$0.00	Not needed
Geotechnical	0%	\$0.00	Not needed
Other		\$0.00	Not needed
Contingency	0%	\$0.00	Estimated
Sub-Total		\$23,027.45	
<u>CONSTRUCTION</u>			
Construction Contractor		\$1,151,372.54	Per Ajax - 4% added for delaying until Wixom Rd done (\$1,107,089+\$44,283.56)
Contract Administration	3%	\$34,541.18	Based on fee schedule
Crew Days	10	\$8,000.00	Based on flagging.
Material Testing	2%	\$21,876.08	Based on fee schedule
Other		\$0.00	Estimated
Contingency	10%	\$115,137.25	Estimated
Sub-Total		\$1,330,927.05	
Grand Total		\$1,353,954.50	
		\$1,229,981.00	FY 2024-25 Budget
		-\$123,973.50	OVER BUDGET

Generally, PPOs have a service life of 3-5 years but can last longer depending on conditions. The RCOC PPO of 10 Mile Road was done in 2019/20 and is only showing minor cracking and deterioration. The road condition scores for funding applications are not penalized for PPO treatments (less than 2 inches of pavement), so the proposed work will not impact any future attempts for Beck Road funding (in previous memo). All three options are still feasible, and the PPO simply offers an extended timeline on the preferred option.

Staff plans to bring a change order forward for consideration to City Council later this month to lock in the contractor prices and schedule.

Beck Road Improvements

Location Map

Mile Rd

Twelve
Mile
Median

Reconstruction/Widening
11 Mile to Grand River
FY 2025-26

Pavement Preservation Overlay (PPO)
9 Mile to 11 Mile
Fall 2024/Spring 2025

Eleven Mile Rd

Ten Mile Rd

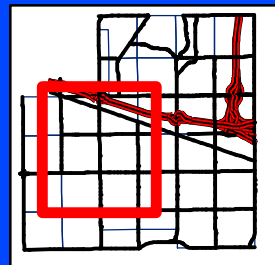
Nine Mile Rd

Taft Rd

Map Author: Croy
Date: 4/24/2024
Project: Beck Road
Version #: v1.0

MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi.
Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.



City of Novi

Engineering Division
Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375
cityofnovi.org

Feet
0 410 820 1,640 2,460
1 inch = 2,000 feet



MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: JEFFREY HERCZEG, DIRECTOR OF PUBLIC WORKS
SUBJECT: BECK ROAD UPDATE AND OPTIONS
DATE: MARCH 7, 2024

The Capital Improvement Committee (CIP) meeting held on February 14, 2024, included discussions regarding the status of the Beck Road widening project (aka www.becktothefuture.org) and the Beck Road projects designated with funding in the CIP Budget. Attached is a memo from 2022 outlining Beck Road progress up to the Environmental Assessment (EA), which is necessary to obtain federal funding. The above link can also be referenced for materials on all the previous meetings, surveys, and documentation.

Currently, staff and consulting engineer AECOM are working through the final phases of the EA, which was anticipated to be complete last year. New regulations and systems from the federal level have stalled the process, which is now expected to be finished by summer of 2024. The final step of the EA is a Public Hearing, where staff will document and respond to public comments. The EA encompasses the Beck Road corridor from 9 Mile Road to Pontiac Trail. The segment south of 9 Mile Road (shared jurisdiction with Northville Twp.) is not included in the EA and is not part of the discussion herein. Northville Twp.'s opposition to the project was slowing down the EA and jeopardizing funding acquisition.

In 2021, **\$4.79M was secured** for the project as part of a community funding request from the Task Force (Novi and Wixom) submitted by Congresswoman Haley Stevens to The House Appropriations Committee. The funding is targeted for **the Beck Road segment from 11 Mile Road to Grand River Avenue (total project costs~\$10M)** and has been pending federal action since November 2021. The completion of the EA allows Novi to obligate the funding **(deadline 2025)** for the construction of a five lane section from 11 Mile to Grand River.

As the Task Force has worked diligently for several years, additional funding has yet to be obtained. During this time the condition of **Beck Road (9 Mile Road to 11 Mile Road)** has continued to deteriorate. DPW staff have been using basic and expanded maintenance options to extend the pavement life in anticipation of a larger widening project. However, to preserve the condition for a few years and have a broader discussion of City Council's Beck Road objectives, staff is recommending Pavement Preservation Overlays (PPO*) projects in the CIP for the next two fiscal years on the segments between 9 Mile Road and 11 Mile Road. **The costs are ~\$1M per segment and should buy an additional 3-5 years of life expectancy.**

*PPO projects similar to RCOC's overlay on 10 Mile Haggerty to Napier 2019-2020, and Novi Road at I-96, 2023

With the construction date of the funded 11 Mile to Grand River segment pushed back to 2026 due to the delays on the EA and no other funding in the queue, the PPO between 9 to 11 Mile Roads should provide a stopgap until City Council can assess and provide direction.

Over the next three fiscal years, DPW plans to execute the following projects in the CIP:

- Complete the **PPO from 9 Mile Road to 10 Mile Road** (FY24/25 in CIP)
- Complete the **PPO from 10 Mile Road to 11 Mile Road** (FY25/26 in CIP)
- **Complete 5 Lane Widening** from **11 Mile Road to Grand River Avenue** in FY 25/26 (currently in CIP FY24/25)

Direction Requested

With limited options for obtaining funding to the level required for a full Beck Road widening project, which would require a substantial community match (**likely by ballot**) and no commitment from communities south of 8 Mile Road to follow suit on a regional project, efforts can be simply redirected or discontinued at City Council's direction.

Option 1:

- Continue to pursue federal funding for widening for some/or all the segments.
 - Staff recommends continuing to pursue **federal funding for widening the 10 Mile Road to 11 Mile Road** segment, estimated at **~\$13M** (10 Mile Road is one of the highest traffic volume roads in the city). With all the effort to this point, it still may be worth considering widening this segment; however, **widening between 10 Mile to 11 Mile would significantly impact residents** with Beck Road frontage (see attached Beck Road frontage exhibit). Coupled with the upcoming RCOC 12 Mile expansion, widening Beck from 10 Mile to 11 Mile would address congestion and safety issues in the center of the city.
 - Currently, the main benefit of continuing widening south of 11 Mile is costs. Unit prices have risen dramatically and will continue to increase under the current economic conditions. If the goal is ultimately to complete the widening, the sooner the better in terms of overall costs.

Option 2:

- Discontinue widening efforts and rehabilitate 9-10 Mile and 10-11 Mile segments in kind. The segment between 8-9 Mile was rehabilitated in 2017 and is currently in good condition.
 - DPW would apply for funding through the local **Oakland County Federal Aid Committee (FAC)** for the 9 Mile Road to 10 Mile Road and the 10 Mile Road to 11 Mile Road segments in the next call for projects in 2028. FAC funding is not available for reconstruction and expansion projects (referred to as 4R), but

rehabilitation projects (3R) are awarded. Funding is based on a project submission committee review and a point system (condition, traffic volumes, safety, etc.). The City had some success in the FAC in the last five years of obligations, such as projects on Taft Road/RAB, the current Wixom Road project, and several others in the queue:

Project	Year	Limits
Meadowbrook	2024	10 Mile Rd to 11 Mile Rd
9 Mile Road	2024	Meadowbrook to Haggerty
13 Mile Rd	2025	M-5 to Haggerty Rd
West Park Dr	2025	12 Mile Rd to West Rd
West Park Dr	2025	West Rd to Pontiac Trail

There is a good chance the Beck Road segments could qualify for funding, but the **earliest obligation would be FY 2028**, with advanced construction as an additional consideration. Rehabilitation projects (if awarded) would rehab the road to the existing layout and could implement selective widening to three lanes where appropriate.

The projected costs for widening projects on the **9 Mile to 10 Mile and 10 Mile to 11 Mile segments currently in the CIP are ~\$10M and ~\$13M**, respectively. Based on current unit prices project for rehabilitation projects (Wixom Road ~\$5M for two miles), the two miles of Beck Road would be in the **~\$5-6M range (today's dollars)**, which could be additionally offset with FAC funds (around 50/50 based on similar projects) if successfully obtained. In a **“best case scenario,”** the rehab projects would cost the City **~\$3M**.

Option 3:

The **overall widening project does not need to be totally abandoned**. The heavy lifting on the EA is mostly complete and the **Task Force** has assembled enough history to continue to apply for federal and/or state opportunities as they become available. Most of the applications can be completed administratively with consulting engineer AECOM. If funding were to be acquired within the next few years, obligation would likely be far enough out in fiscal years to still adapt the first two options listed above. Efforts on the widening to this point should not be considered moot, at the very least, when the EA is complete, **the entire corridor will be eligible for long term planning and future federal funding through 2035 (pending any federal changes)**.

Staff are standing by to execute the City Council's preferred option on the Beck Road projects and funding objectives provided in this memo. Additional information can be provided upon request.

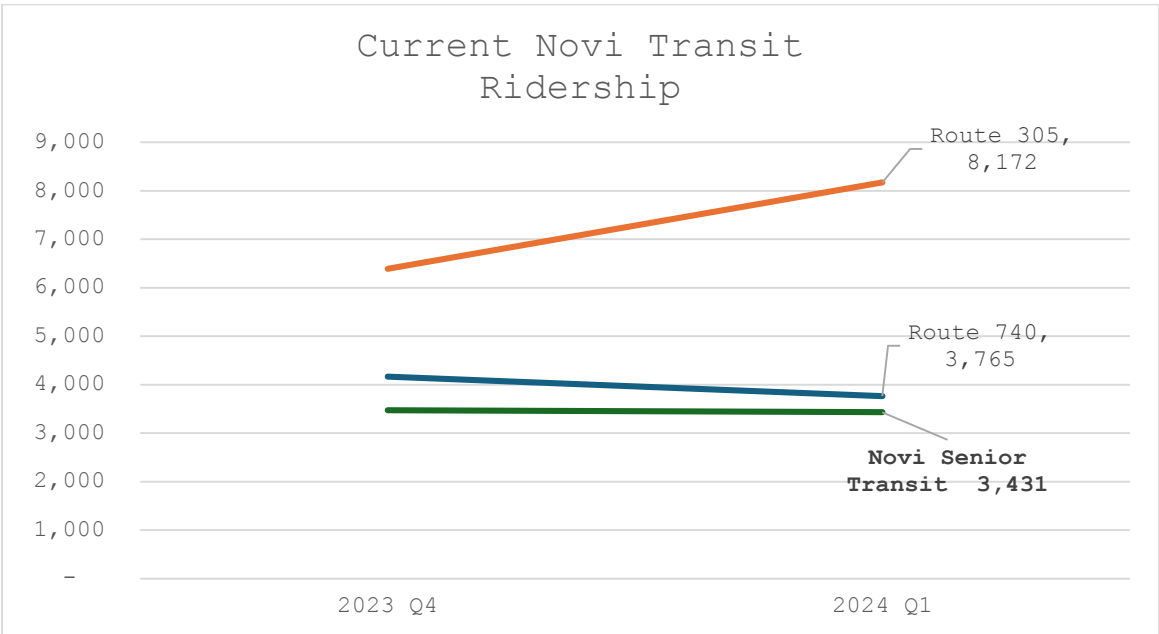
MEMORANDUM



TO: MAYOR AND CITY COUNCIL
FROM: VICTOR CARDENAS, CITY MANAGER
SUBJECT: SMART USAGE – 1ST QUARTER 2024
DATE: APRIL 24, 2024

Building on the correspondence sent in [January](#), I'm providing a recent update on the community's usage of the fixed-route bus service via SMART. As a reminder, we have two fixed routes in the City, Twelve Mile and Grand River. Previously, a third Park-and-Ride route would stop at the Beck MDOT Carpool Park and Ride Lot (Route #805). Per SMART, that particular route was discontinued due to a loss in total ridership. We continue working with Oakland County and SMART to receive more detailed data (per stop, riders per hour, etc.). We hope in due time, we'll be given access to such data points.

Route		Qtr.	Change	Per Day	Per	Per
		Riders	since last Qtr.	Qtr.	Week	Hour
305	Grand River	8,172	1,778	90	629	5
740	Twelve Mile	3,765	(403)	41	290	3

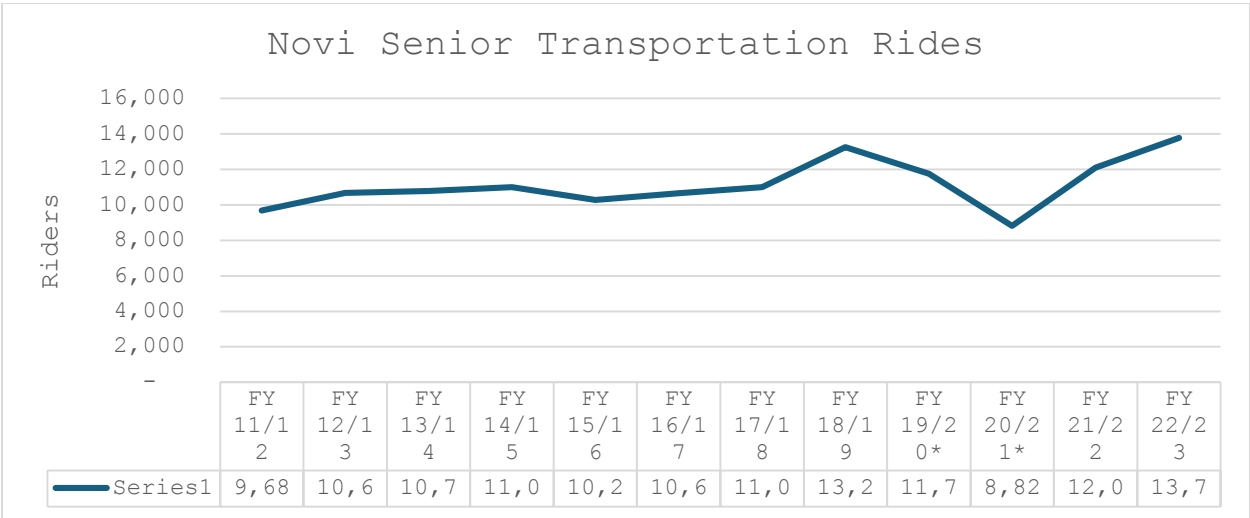


As it pertains to Novi’s Senior Transit, please see the detailed data below for the last three quarters:

	Q3 2023	Q4 2023	Q1 2024
<i>Resident Riders From</i>			
Meadowbrook Commons	312	304	232
Novi	3,333	3,172	3,911
Elderly Weekday	1,901	1,730	1,785
Elderly Saturday	49	28	33
Disabled Weekday	1,648	1,681	1,564
Disabled Saturday	47	37	49
Disabled Total	1,695	1,718	1,613
Total Riders	3,645	3,476	3,431

We will expect that the reports from People’s Express will be as robust and as detailed as what we currently produce as they utilize the same scheduling software.

For historical information please see the following:



*Only medical rides were provided during the COVID-19 pandemic.

MEMORANDUM



TO: MAYOR FISCHER AND COUNCIL MEMBERS
CC: CORTNEY HANSON, CITY CLERK
FROM: MELISSA MORRIS, DEPUTY CITY CLERK
SUBJECT: APPOINTMENTS FOR BOARDS AND COMMISSIONS
DATE: APRIL 25, 2024

The Novi Boards and Commissions currently have 3 vacant positions and 5 expiring terms. Notice will be published today in Novi News and a list of openings is active on the City website. Please reach out to your network and encourage qualified candidates to apply online at <https://cityofnovi.org/government/boards-and-commissions/>. The due date for applications is Friday, May 24th, 2024. Please contact the Clerks office with any questions by phone (248) 347-0456 or email mmorris@cityofnovi.org.

Board or Commission	Number of openings	Term expiration
Beautification Commission	2 partial terms	03/01/2026 03/01/2027
Board of Review	1 partial term	01/01/2026
Parks, Recreation, and Cultural Services Commission	2 full terms	06/30/2027
Planning Commission	3 full terms	06/30/2027

MEMORANDUM



TO: MAYOR AND CITY COUNCIL MEMBERS
FROM: DANIELLE MAHONEY, ASSISTANT CITY MANAGER
SUBJECT: YOUNG SOUTHEAST ASIAN LEADERS INITIATIVE
PROFESSIONAL FELLOWS PROGRAM (PFP)
DATE: APRIL 25, 2024

Mayor and Council –

We are excited to participate in the YSEALI program. Sodavy of Cambodia arrives in Novi this Saturday and staying with us for four (4) weeks.

- Victor

The Young Southeast Asian Leaders Initiative (YSEALI) Professional Fellows Program (PFP) is sponsored by the U.S. State Department and Bureau of Educational and Cultural Affairs (ECA). The YSEALI PFP brings emerging leaders to the United States for intensive fellowships designed to broaden their professional expertise. The YSEALI PFP affords promising young professionals the opportunity to have first-hand experiences in and exposure to United States offices working on various issues related to economic empowerment, governance, and society, civic engagement, sustainable development, and the environment. The International City/County Management Association (ICMA) partners with American Councils to implement the program; there is no cost to host a YSEALI Fellow. US placement hosts are also eligible to apply for a US Department of State funded Reciprocal Exchange where they can travel to their YSEALI Fellow's home country and support the design and implementation of a local project.

For the first time, the City of Novi is serving as a host city for a YSEALI Fellow. We are thrilled to share that beginning Monday, April 29, Sodavy Nhong of Cambodia will be with us for a four-week fellowship. Sodavy is a researcher at the Cambodia Development Resources Institute, where she is engaged in pioneering research focused on achieving zero carbon for Cambodia. She holds a Development Studies degree specializing in Natural Resources Management and Development. With a professional interest in environmental economics, she balances her theoretical knowledge with hands-on experience, actively participating in community initiatives and volunteer work. Sodavy is driven by a passion for interdisciplinary collaboration, which is evident in her efforts to establish a knowledge hub that bridges the gap between research and policy. Eager to refine skills and broaden her expertise, she views the YSEALI Professional Fellows Program as a transformative opportunity to contribute globally and become a catalyst for local change.

We are excited to host Sodavy and provide her with a fulfilling fellowship experience, including getting a head start on FY 24-25 Council goals in the areas of innovation, environmental sustainability, and social equity. She will also be fully immersed in the day-to-day activities of the City Manager's Office, so you can expect to see her at upcoming Council meetings and community events.

If you have any questions or would like to set up a time to meet with Sodavy, please reach out to Assistant City Manager Danielle Mahoney.



HOST A YSEALI PROFESSIONAL FELLOW



We are seeking U.S. organizations interested in hosting a young professional from South East Asia as part of the **Young Southeast Asian Leaders Initiative Professional Fellows Program (YSEALI PFP)**. YSEALI PFP is a program of the U.S. Department of State and is supported in its implementation by American Councils for International Education.

ABOUT THE FELLOWS

- Mid-level professionals, aged 25-35 years old
- Chosen through a highly competitive merit-based selection process
- Citizens of: Brunei, Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Singapore, Thailand, Timor-Leste, or Vietnam
- From a variety of professional backgrounds including government, NGOs, private businesses, social innovation and entrepreneurship, and universities
- Demonstrated proficiency in written and oral English



ABOUT U.S. PLACEMENT HOSTS

- Each finalist of the program will be placed in a U.S. office relevant to their professional experience and interest.
- Fellowship placements are individually tailored and take place over the course of four business weeks.
- The fellowship placement is intended to be a mutually beneficial substantive professional experience for both the U.S. fellowship host and the YSEALI Fellow.
- The fellowship placement should provide the YSEALI Fellows direct experience with the day-to-day workings of a U.S. organization and the opportunity to network and form professional relationships with American colleagues.

ABOUT THE PROGRAM

YSEALI PFP is a two-way exchange program designed to promote mutual understanding, enhance leadership and professional skills, and build lasting and sustainable partnerships between emerging leaders in Southeast Asia and the United States.

YSEALI PFP will bring professional Fellows from Southeast Asia to the United States to participate in leadership and professional development activities under four themes:

- **Civic Engagement**
- **Economic Empowerment**
- **Governance and Society**
- **Sustainable Development and the Environment**

The 2024 fellowship portion of the U.S.-based program will take place on:

- **Cycle 1: April 29 – May 24, 2024**
- **Cycle 2: September 16- October 11, 2024**

U.S. placement hosts will also be eligible to apply for a U.S. Department of State funded **Reciprocal Exchange** where they have the opportunity to travel to their YSEALI Fellow's home country and support the design and implementation of a local project.



For more information, visit
www.ysealipfp.org



Frequently Asked Questions

What is expected from a host organization? There is no cost to host a YSEALI PFP Fellow. Host organizations will be asked to appoint a dedicated “U.S. placement host” from among their team who is a) willing to supervise their Fellow and liaise with program implementers, and b) interested in working with their Fellow to develop their professional goals both in the United States and their home country. American Councils and Institute Partners will work with host organizations to develop meaningful and mutually beneficial fellowship experiences.

What kinds of tasks can a Fellow perform? It's important to know that Fellows are not interns and come with extensive experience and expertise, meaning they should take on higher level tasks. Fellows can perform a wide variety of tasks such as project development and implementation, stakeholder meetings, research, communications and media, and other tasks that may be required of your office. Program implementers can work with hosts to design a meaningful and mutually beneficial program based on the Fellow's background and the host's needs.

What organizations have hosted fellows in the past? Past Fellows have been placed with large multi-national companies, fast-paced start-ups, grassroots NGOs, government offices, and other dynamic organizations within their sector or a complimentary sector. Placement organizations have included MassChallenge, UC San Diego Rady School of Management, Heifer International, Deloitte, Chicago Mayor's Office of People with Disabilities, Boston Youth Service Network, PeaceTech Lab, Starbucks, and many more.

How are Fellows selected? Fellows are selected through a competitive nationwide search that involves an extensive written application and in-person interviews with American Councils and U.S. Embassy staff.

Will Fellows speak English well enough to perform tasks such as writing memos or answering phone calls? Yes. While a Fellow's English may not be perfect, it will meet strict standards that ensure success in a professional English-speaking environment.

How much will Fellows know about U.S. systems and our office? American Councils prepares pre-departure orientations and reading materials on various topics related to U.S. offices and expectations for the fellowship. In addition, we require Fellows and hosts to be in contact prior to their arrival to the United States, so that hosts can disseminate additional information and assign readings or tasks to make the most of their time on program.

How will Fellows be monitored? American Councils and Institute Partners use online surveys, email, and phone calls to monitor each Fellow's progress on program and resolve any issues, if needed. We are always available to support both U.S. placement hosts and Fellows during the program.

What are the obligations of a host? We'd love to have a Fellow, but cannot commit to doing a lot of extra work in order to do so. Hosting should not be seen as an obligation but rather a unique opportunity. Past hosts have enjoyed the international perspective Fellows brought to their workplace and commented that Fellows were able to successfully perform “real” work. American Councils will prepare Fellows so that they can “hit the ground running” and will help guide hosts in their preparation for the Fellow's arrival.

What types of Reciprocal Exchanges will Fellows and Americans create? This is entirely up to the Fellow and U.S. placement host and based on their professional areas of focus and interest. Potential ideas can range from an entrepreneurship bootcamp, a civic participation workshop, meetings with government officials, a financial literacy education programs, a workshop on women's business participation, or a capacity building workshop for young business leaders, among others.

Meat, bones, and more food scraps recycled curbside in Wixom. Could your town be next?

Susan Bromley

Hometownlife.com



Mayor and Council –

Following up on the composting pilot program in Wixom. We continue to be in contact with our contacts at RRRASOC regarding the success of this effort.

- Victor

WIXOM — You can stop scraping all your rotten food and leftovers into your trash and instead put it into yard waste bags for curbside recycling if you're a city resident.

Wixom is only the third community in the state to take this next step in recycling to combat harm to the environment. Food scraps comprise up to 45% of landfill waste and result in methane gases that warm the planet.

Among the food scraps accepted for recycling are meat, bones, dairy products, and fruits and vegetables.

“If it grows, it goes,” said Mike Csapo, general manager of RRRASOC - or the Resource Recovery and Recycling Authority of Southeast Oakland County. “It made sense to tell residents, you can put kitchen scraps with yard waste.”

Other items accepted include **napkins, paper towels** and coffee grounds and filters, but no K-cups.

The city is only about three weeks into the recycling food scraps pilot program. If it proves successful, it could be coming soon to Oakland County communities that participate in RRRASOC including Novi, South Lyon, Milford, Farmington and

Farmington Hills. So far, similar programs are only operating in Ann Arbor and Mackinac Island.

Wixom was chosen for the food scraps recycling program by RRRASOC, Csapo said, in part due to having a compost partner, Spurt Industries, already in the city at 2041 Charms Road. The company will convert food scraps picked up curbside by the city's waste hauler, GFL, and brought to its facility weekly from now through November.



This is at no cost to the residents and in fact, residents can get free compost in return to use in their gardens.

Wixom City Manager Steve Brown says the program is going “quite well” in the city of about 17,000, although it is impossible to tell how many residents are participating.

“We have had a lot of comments and questions—people are interested,” Brown said.

“We haven’t heard any negative feedback. We’re doing this as a pilot to evaluate good and bad things and see the implications.”

Pattie Warner and Dave Kataja, sitting on their Wixom porch on a sunny warm spring afternoon recently, said they had received information in the mail about the program, but weren’t yet participating.

“I think it sounds difficult,” Warner said. “It doesn’t seem easy, but composting is awesome for the environment...I will do it if they give more clarity and a container that is animal-proof.”



Csapo said one of the challenges the program faces is the cost of recycling carts. Residents are encouraged to use yard waste bags or to put their food scraps in containers with lids that are labeled before being placed out at the curb to reduce odors. If the pilot program goes well, he hopes to obtain grant money for containers, as well as compostable liners for trash cans if residents would prefer that.

He does not expect animals such as raccoons, opossums and rats to be a problem if they are not already an issue in a community. He notes that food in plastic trash bags produces odors and said there is possibly less odor from food mixed with yard waste.

“We don’t think there will be a raccoon problem, but we are prepared to deal with it if there is,” he said. “One solution would be to go to a cart system.”



Damon Gorelick has not yet put food scraps in his curbside recycling but thinks it is “an awesome idea to reduce waste.”

“We compost for our garden now,” he said. “I appreciate the city is doing this. Realistically, you don’t put your garbage out until the morning anyway, so you can keep the food scraps in a container in the garage instead of in a garbage bag and then put it out for recycling.”

To learn more, visit www.rrrasoc.org/yard-waste/wixom-food-scrap-program.

Those who reside outside of the city are encouraged to bring their food scraps to Spurt Industries or compost at home. For composting information, [visit www.rrrasoc.org/yard-waste/composting](http://www.rrrasoc.org/yard-waste/composting).

Contact Susan Bromley at sbromley@hometownlife.com or at 517-281-2412.



TO: VICTOR CARDENAS, CITY MANAGER
FROM: CARL JOHNSON, CPA, CFO
SUBJECT: CITY COUNCIL BUDGET SESSION RECAP – APRIL 17, 2024
DATE: APRIL 23, 2024

Mayor and Council –

FYI – confirming adjustments made during the most recent budget session for FY 24/25.

- Victor

At the City Council Budget Session held on Wednesday, April 17, 2024, City Council discussed the Recommended FY 2024-25 Budget and provided an adjustment to the proposed budget through one approved motion which is summarized below:

- **Motion 1:** The proposed budget had the General Funds' share of the salt dome being paid from fund balance. The City Council approved the funding of the salt dome project to be funded 50% from the Drain Fund, 25% from the General Fund, and 25% from the Major Street Fund. Estimated cost of salt dome is \$1,684,200. The General Funds share of the costs will be paid from costs savings of deferring the Civic Center Generator replacement project originally proposed in FY 24/25. The adjustments to the four funds impacted by the salt dome funding changes are included in the attached adjustments.
- **Motion 2:** Additional General Fund expenditure adjustments, as proposed by the City Manager, approved and budget to move forward to public hearing on May 6, 2024 (already has been advertised) and formal approval on May 6th or May 20th.

Subsequent to the proposed budget being delivered to the Mayor and City Council, significant changes were made to the older adults' senior transportation program. The impact of these changes including the loss of SMART ridership credit revenue, reduction of payroll costs for drivers and schedules, ride subsidies to Peoples Express and other related revenue and expenditure changes are not reflected in the attached budget changes. A separate budget amendment will be brought forward in July 2024 for approval once all the final details have been worked out in the coming months.

City of Novi - General Fund				
	2023-24	2024-25	2025-26	2026-27
Per Original Budget Document				
Total Revenues	\$ 41,548,527	\$ 43,186,528	\$ 45,220,574	\$ 46,351,837
Total Appropriations	44,855,281	44,115,338	45,220,574	46,351,837
Net Revenues (Appropriations)	(3,306,754) A	(928,810)	-	-
Beginning Fund Balance	14,445,394	11,138,640	10,209,830	10,209,830
Ending Fund Balance	11,138,640	10,209,830	10,209,830	10,209,830
Fund balance as a % of expenditures (council set goal: 22-25%)	25%	23%	23%	22%

Proposed Budget Adjustments				
	2023-24	2024-25	2025-26	2026-27
Appropriations				
Move 100% of salt dome to Major Streets/Drain Fund	-	(928,810) B		
Revised salt dome cost allocation to General Fund		421,048 B		
Remove the following vehicle purchases:				
LDV030 LDV w/ Plow 695 - DPW Field Oper	-	(78,980) E		
LDV028 Pool Vehicle 148 - City Hall	-	(34,950) E		
LDV029 Pool Vehicle 149 - DPW		(34,950) E		
LDV027 LDV 145 - Assessing	-	(34,950) E		
LDV038 Vehicle - IS FM (501)		(34,950) E		
LDV031 LDV w/Plow 647 - IS Parks Maint		(78,980) E		
LDV037 LDV 142 - CD Planning		(40,490) E		
LDV035 LDV 629 - DPW Eng		(34,950) E		
Not fill Plan Examiner position in community development		(110,411) C	(113,723)	(117,135)
Not fill vacant Economic Director position		(138,000) C	(142,140)	(146,404)
Remove proposed new business & accreditation coordinator		(78,908) C	(81,275)	(83,713)
Delay Civic Center Generator Replacement to 27/28		(440,640) F		
Remove proposed new police training officers (2) positions			(220,680) C	(227,300)
Remove proposed new fire inspector and fire assistant training officer positions			(223,820) C	(230,534)
Unspent budget amounts at year-end - all departments			(150,000) G	(150,000)
Remove OAS position	(250,000)			
Eliminate 50% of General Fund transfer to the EDC	(25,000)	(25,000) D	(25,000)	(25,000)
Total appropriations increase (decrease)	(275,000)	(1,673,921)	(956,639)	(980,087)
Net increase (decrease) to fund balance	(275,000)	(1,673,921)	(956,639)	(980,087)

Revised Proposed Budget				
Total Revenues	\$ 41,548,527	\$ 43,186,528	\$ 45,220,574	\$ 46,351,837
Total Appropriations	44,580,281	42,441,417	44,263,935	45,371,750
Net Revenues (Appropriations)	(3,031,754)	745,111	956,639	980,087
Beginning Fund Balance	14,445,394	11,413,640	12,158,751	13,115,390
Ending Fund Balance	11,413,640	12,158,751	13,115,390	14,095,476
Fund balance as a % of expenditures (council set goal: 22-25%)	26%	29%	30%	31%

Notes

- A** The amended budget for FY 23/24 represents approximately \$3,134,500 of capital expenditures from FY 22/23 that were not purchased in FY 22/23 but rollover to be purchased in 23/24. In addition, \$250,000 for the new fire contract wages, \$251,000 for MERS transfer policy, \$40,000 for fire radio replacement and \$318,000 for fire truck repairs and emergency generators at two fire stations. The original adopted budget had a use of fund balance of \$813,000 and the projected year-end rollovers are estimated at \$1.5 million.
- Original estimated General Fund cost of the salt dome was \$928,810. Per Councils direction at the second budget session held April 17, 2024, 50% of the final
- B** estimated cost of \$1,684,200 is to be funded by the Drain Fund, 25% the General Fund, and 25% Major Street Fund. Revised General Fund share to be paid from savings noted in **F** below.
- C** Cost includes salary and fringe benefits
- D** Reduce transfer of funds out to the Economic Development Fund but to maintain funds to cover the year to date costs of the Economic Development Department. The annual levy of \$50,000 a year is used to promote economic development within the City.
- E** Skip a year in the current 5 year pooled vehicle and 7 year light duty truck replacement programs
- F** Delay replacement of generators beyond recommended useful life to the 27/28 fiscal year
- G** City Council a few years ago directed the administration to use all year-end unspent funds for capital outlay rather than making extra pension contributions. All unspent balances annually will now just fall to fund balance and not be used for capital

City of Novi - Major Streets Fund				
	2023-24	2024-25	2025-26	2026-27
Per Original Budget Document				
Total Revenues	\$ 7,003,738	\$ 9,102,289	\$ 6,459,638	\$ 8,365,989
Total Appropriations	11,747,878	9,338,289	5,985,638	8,884,989
Net Revenues (Appropriations)	(4,744,140)	(236,000)	474,000	(519,000)
Beginning Fund Balance	5,919,485	1,175,345	939,345	1,413,345
Ending Fund Balance	1,175,345	939,345	1,413,345	894,345
Proposed Budget Adjustments				
	2023-24	2024-25	2025-26	2026-27
Appropriations				
Reduce the budget for #2 in the CIP (Beck Rd) as it will be included in bonding		(421,048)		
Revised salt dome cost allocation to Major Street Fund	-	421,048 ^B		
Total appropriations increase (decrease)	-	-	-	-
Net increase (decrease) to fund balance	-	-	-	-
Revised Proposed Budget				
Total Revenues	\$ 7,003,738	\$ 9,102,289	\$ 6,459,638	\$ 8,365,989
Total Appropriations	11,747,878	9,338,289	5,985,638	8,884,989
Net Revenues (Appropriations)	(4,744,140)	(236,000)	474,000	(519,000)
Beginning Fund Balance	5,919,485	1,175,345	939,345	1,413,345
Ending Fund Balance	1,175,345	939,345	1,413,345	894,345
Fund balance as a % of expenditures (council set goal: 22-25%)	10%	10%	24%	10%

^B General and Major Street to cover 25% each of the cost of the salt dome.

City of Novi - Drain Fund				
	2023-24	2024-25	2025-26	2026-27
Per Original Budget Document				
Total Revenues	\$ 5,328,267	\$ 4,952,264	\$ 3,117,001	\$ 3,183,878
Total Appropriations	5,857,446	4,952,264	3,117,001	3,183,878
Net Revenues (Appropriations)	(529,179)	-	-	-
Beginning Fund Balance	529,179	-	-	-
Ending Fund Balance	-	-	-	-
Proposed Budget Adjustments				
	2023-24	2024-25	2025-26	2026-27
Revenues				
Transfer in from Drain Perpetual Care Fund	-	842,096		
Appropriations				
Revised salt dome cost allocation to Drain Fund	-	842,096 ^B		
Total appropriations increase (decrease)	-	842,096	-	-
Net increase (decrease) to fund balance	-	-	-	-
Revised Proposed Budget				
Total Revenues	\$ 5,328,267	\$ 5,794,360	\$ 3,117,001	\$ 3,183,878
Total Appropriations	5,857,446	5,794,360	3,117,001	3,183,878
Net Revenues (Appropriations)	(529,179)	-	-	-
Beginning Fund Balance	529,179	-	-	-
Ending Fund Balance	-	-	-	-

^B 50% of the total cost of the salt dome were to be paid by the Drain Fund (adjust Drain Perpetual Care Transfer)

City of Novi - Drain Perpetual CareFund				
	2023-24	2024-25	2025-26	2026-27
Per Original Budget Document				
Total Revenues	\$ 81,000	\$ 135,000	\$ 435,000	\$ 395,000
Total Appropriations	2,475,467	1,935,000	-	-
Net Revenues (Appropriations)	(2,394,467)	(1,800,000)	435,000	395,000
Beginning Fund Balance	6,987,251	4,592,784	2,792,784	3,227,784
Ending Fund Balance	4,592,784	2,792,784	3,227,784	3,622,784
Proposed Budget Adjustments				
	2023-24	2024-25	2025-26	2026-27
Appropriations				
Transfer to Drain Fund to cover salt dome costs	-	842,096 B		
Total appropriations increase (decrease)	-	842,096	-	-
Net increase (decrease) to fund balance	-	842,096	-	-
Revised Proposed Budget				
Total Revenues	\$ 81,000	\$ 135,000	\$ 435,000	\$ 395,000
Total Appropriations	2,475,467	2,777,096	-	-
Net Revenues (Appropriations)	(2,394,467)	(2,642,096)	435,000	395,000
Beginning Fund Balance	6,987,251	4,592,784	1,950,688	2,385,688
Ending Fund Balance	4,592,784	1,950,688	2,385,688	2,780,688

B 50% of the total cost of the salt dome were to be paid by the Drain Fund (adjust Drain Perpetual Care Transfer)