CITY OF NOVI
Administrative ePacket
April 27, 2023

Public Safety (Police/Fire)

DEA Drug Take Back - Gilmore

Infrastructure (Roads/Water/Sewer)

Neighborhood Sidewalk Program Recap - Runkel

Economic Development (City Revenue/Job Growth)

Community Development Report (Jan - Mar 2023)

Citizen-Focused Government (Shared Services/Customer Services)

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

Fiscally Responsible Government (Maintain)

3rd Quarter Report - Johnson

Transit Reimbursement Program

Parks, Recreation & Cultural Services (Enhance Services)

2023 Euchre Tournament - Klein

Capital Improvement Program

City Council Only or Confidential

MEMORANDUM

TO:	SCOTT R. BAETENS ASSISTANT CHIEF OF POLICE
FROM:	KEVIN GILMORE, LIEUTENANT – SUPPORT SERVICES KG
SUBJECT:	DEA DRUG TAKE BACK
DATE:	APRIL 25, 2023

cityofnovi.org

On Saturday, April 22nd from 10:00am to 2:00pm, the Novi Police Department and the Drug Enforcement Administration (DEA) provided citizens another opportunity to prevent pill abuse and theft by ridding their homes of potentially dangerous expired, unused, and unwanted prescription drugs. Anyone with such medications was able to bring them to the Novi Police Headquarters located at 45125 West Ten Mile for disposal. The service was free and anonymous, with no questions asked.

During this year's program, the Novi Police Department collected 194.5 pounds of expired, unused, and unwanted medication. Since the Novi Police Department began partnering with the DEA in 2010 for this initiative, over 3,200 pounds of medication has been properly disposed of.

This initiative addresses a vital public safety and public health issue. Medicines that languish in home cabinets are highly susceptible to diversion, misuse, and abuse. Rates of prescription drug abuse in the U.S. are alarmingly high, as are the number of accidental poisonings and overdoses due to these drugs. Studies show that a majority of abused prescription drugs are obtained from family and friends, including from the home medicine cabinet. In addition, Americans are now advised that their usual methods for disposing of unused medicines—flushing them down the toilet or throwing them in the trash—both pose potential safety and health hazards.

MEMORANDUM

cityofnovi.org

TO: WALKABLE NOVI COMMITTEE

FROM: REBECCA RUNKEL, PROJECT ENGINEER

SUBJECT: MEADOWBROOK GLENS PILOT SIDEWALK PROGRAM

DATE: APRIL 20, 2023

In 2020, City Council formed a goal to establish a neighborhood sidewalk repair program that would repair or replace damaged sidewalk panels that pose a risk to public safety, in particular, trip hazards. A pilot program was initiated in 2021, with a budget of $200,000 for sidewalk repairs and $200,000 for tree-related expenses. The Department of Public Works estimates that as many as 50% of damaged sidewalk panels are the result of tree root growth adjacent to or under sidewalks.

The Meadowbrook Glens subdivision was selected as the pilot neighborhood due to its age, amount of damaged sidewalk and impact from large street trees. Initially, the program was set up to have the City bear 100% of the cost for repair of panels with a 2-inch deflection or greater, and to incentivize property owners to repair panels with 0.75 to 2-inch deflections by splitting the costs 50/50 with the City. Of the 475 homes in Meadowbrook Glens, 371 properties were found to have damaged sidewalks meeting the criteria for the incentive program. City staff sat down with the Homeowner's Association, held a public meeting, and mailed out letters to all Meadowbrook Glens residents. Initially, 136 property owners returned signed agreements. After meeting with HOA members a second time, utilizing social media, marking panels and leaving door hangers, a total of 211 of the eligible property owners returned signed agreements for repair. A detailed summary of the public feedback and participation can be found in the attached March 31, 2022 memo.

Ultimately, it was decided that the City would bear the costs for all sidewalk repairs on sidewalk panels with 0.75-inch or greater deflections. City Council approved a change order to a contract with Merlo Construction on April 25, 2022 for the Meadowbrook Glens Sidewalk Repair Program in the amount of $343,778.50. Tree removals began this past winter, and sidewalk removal/replacement started this spring and is nearly complete. Restoration will follow immediately after all sidewalk repairs are done. The total cost of the pilot program thus far is approximately $500,000, due to additional repairs and tree removals identified during construction.

Now that the pilot program is nearly complete, City staff have the following reflections on the overall program implementation:

- Meadowbrook Glens subdivision represented the 'worst-case scenario', being the largest and oldest subdivision considered for the program.

- Despite the comprehensive communication efforts made by the City (meetings, letters, notices, door hangers) hundreds of calls and emails from residents were fielded by City staff throughout the program.
- Staff encountered a general lack of understanding regarding public rights-of-ways, ownership of sidewalk, etc.
- Staff time required to implement the program was greater than anticipated.
- Additional contingency funds should be included in the project budget to cover issues that come up in the field, such as irrigation, invisible dog fence, landscaping, etc.
- Most residents were in favor of tree removals, though many of those that opted out of the program did so because they did not want a tree removed.
- Trees and sidewalks should not be marked until construction is ready to begin – the initial markings confused homeowners and actually had some residents doing their own markings.
- The program must be followed up by the City Forester to be successful (monitoring remaining trees for damage, working with residents on replacements).
- The repairs made in the subdivision to date are not a permanent solution. Sidewalks will still need to be monitored in the future for heaving due to tree roots.
- City Council's backing of the program was helpful in getting support from residents.

City staff would like the Walkable Novi Committee to provide feedback on continuation of the program. Potential candidates for the next program include Willowbrook Farm, Bristol Corners, and Chase Farm subdivisions. Alternatively, the program could shift to higher traffic sidewalks and pathways along boundaries of neighborhoods.

MEADOWBROOK GLENS
SIDEWALK REPAIR PROGRAM UPDATE

January 13, 2023

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Laura Marie Casey

Hugh Crawford

Justin Fischer

Brian Smith

Ericka Thomas

Interim City Manager
Victor Cardenas

Director of Public Works
Jeffrey Herczeg

Deputy Director of Public Works
Megan Mikus

City Engineer
Ben Croy, P.E.

Valued Resident,

In 2022, we communicated with you about the Sidewalk Repair Program in your neighborhood. Unfortunately, due to staffing and other project delays, in August we shared the project was rescheduled to this spring.

You are receiving this letter as one or more of your street trees have been identified as absolutely necessary for removal prior to sidewalk replacement. The contractor will begin removing trees later this month or in early February. Trees identified for removal will be marked with an "X."

Sidewalk replacement will begin in the spring as soon as weather allows.

Residents who have called and wanted trees removed not identified as part of the program remain on the list and those trees will be removed following sidewalk completion, under a separate contract.

Once all the sidewalk is repaired, the City will re-evaluate the neighborhood for street tree replacements with deeper root system trees which are better suited for this type of location. Restoration is anticipated later this year.

We look forward to bringing this program to Meadowbrook Glens and working with you to enhance your neighborhood. If you have any questions, please contact Community Relations at communityrelations@cityofnovi.org or 248.735.5628.

Sincerely,

Sheryl Walsh-Molloy
Director of Communications

Matt Wiktorowski
Field Operations Senior Manager

Department of Public Works
26300 Lee BeGole Drive
Novi, Michigan 48375
248.735.5640
248.735.5659 fax

cityofnovi.org

MERLO CONSTRUCTION

Dear Resident:

Merlo Construction has been contracted by the City of Novi to perform a sidewalk repair program in the Meadowbrook Glens Subdivision. Owen Tree Service has been hired for tree removal services as necessary to complete the sidewalk work.

The work is scheduled to start in your area over the next few days and we ask that you please not park vehicles near trees that are marked for removal. These trees are identified with pink paint and an aluminum disc nailed to the tree. The tree removal process will require streets to be empty of vehicles in the area of the work to ensure a safe and efficient process.

Your tree(s) are scheduled to be removed on: ______________________________________.

Should you have any questions please do not hesitate to contact the individuals listed below.

Zach Sandwick	Merlo Construction	(248) 640-2147
Barry Gates	(OHM Advisors (City of Novi Engineering Consultant)	(734) 466-4433
Novi Community Relations		(248) 735-5628

MEMORANDUM

TO: JEFFREY HERCZEG, DIRECTOR OF PUBLIC WORKS

FROM: MATT WIKTOROWSKI, FIELD OPERATIONS SENIOR MANAGER

SUBJECT: MEADOWBROOK GLENS SIDEWALK PROGRAM RECOMMENDATION

DATE: MARCH 31, 2022

In the fall of 2020, the Department of Public Works presented to the Walkable Novi Committee, a report on non-motorized maintenance and proposed criteria for a neighborhood sidewalk repair program, which is a 2020 City Council goal. Following those reports, guidance was summarized to the Committee. (November 17 Memorandum attached).

Meadowbrook Glens Subdivision was selected as the pilot neighborhood and the best candidate to benefit from an incentivized repair program given its age, amount of damaged sidewalk, and impact from large street trees.

On May 28, 2021, DPW and Community Relations staff met with the Meadowbrook Glens Homeowners Association President, Sue Finley, to notify her of the opportunity and to gauge the HOA's support. Following the HOA's endorsement, a public information meeting was held on August 16 at the Civic Center for all Meadowbrook Glens residents. A handout to address frequently asked questions was provided to the approximately 50 residents in attendance.

After receiving positive public input, eligibility letters, participation agreements, and the FAQ sheet (attched) were mailed at the end of August to all Meadowbrook Glens residents. This communication explained the program, the number of damaged panels, and the resident cost share to be placed on a future tax bill, following construction.

Of the 475 homes in Meadowbrook Glens, 371 properties were identified as having damage and were listed as candidates for the cost share incentive. Of those eligible, only 136 (or approximately 37%), property owners signed and returned agreement for repair. Some of the reasons cited for non-participation were as follows:

- Residents were reluctant to lose their trees;
    - Conversely, some residents indicated they wanted their tree removed despite having only minimal damage, not caused by tree roots;
- Damaged panels were not marked, making homeowners question quantities;
- Sidewalks should be the City's responsibility.

Based on feedback from limited participation in the program, it was decided a second attempt be initiated to obtain additional program support. On October 27, 2021, DPW and Community Relations staff again met with the MGHOA members to report initial results and encourage further support through neighborhood social media and simple "word of mouth." In addition to that meeting, the City initiated enhanced communication efforts in the field by marking individual damaged panels, for quick homeowner reference, and placing doorhangers at each identified home to directly explain the program for those who were unable to attend previous informational meetings.

Following this second, more robust approach, the City received 75 additional agreements yielding an overall cost share total of 211 property owner participants (or approximately 57% of identified parcels with damage). Given the lower than anticipated acceptance totals, we estimate only 40% of the identified damaged panels would be repaired under this incentive program.

Based on participation it is estimated residents would be responsible for only $64,000 of the overall estimated pilot program expenditure of **$224,000 (approximately $160,000 City cost plus $64,000 resident cost share).** Resident costs are based solely on existing concrete removal and replacement. An estimate received by the Merlo Construction Company was used to determine unit costs. As part of the program, it is anticipated approximately 80 mature trees will be removed. These trees, some of which have been requested be removed by homeowners, are damaging additional assets such as storm drains, sanitary sewer conveyance systems, roadway surfaces, and private sump lines. The tree removal and replacement costs account for about 25% (~$55,000) of the total project.

Staff estimates the total cost to replace all panels, tree removal, etc. for the entire subdivision (including the resident addresses not participating) is **~$325-350K** (under the budgeted $400K). The unit prices are based on this overall estimate (100% of panels) and reducing the scope to 40% will likely increase the unit cost. With participation and overall cost share value nominal (compared to effort), staff recommends completing the whole project with cost share participation (if any) at the discretion of City Council.

Options are as follows with pros and cons:

Option 1 – do program with opt in only residents and shared costs

- Pros
  - Residents aggregable and willing to share costs
  - Cost savings for City of ~$64K
- Cons
  - Only addresses 40% of all panel replacements

Option 2 – do entire program with city covering all cost

- Pros
  - Addresses all sidewalk panel replacement in the subdivision and provides a network free of hazards
  - Lower overall unit cost

- Cons
  - City covers all cost (no resident agreements)
  - Residents may oppose additional tree removals

Staff would like to execute a change order agreement with the contractor currently working on the Safe Routes to School project at the April 28th City Council Meeting. Construction on the Meadowbrook Glens project would begin later this spring or early summer.

MEMORANDUM

TO: JULIE MADAY, WALKABLE NOVI COMMITTEE CHAIRPERSON

FROM: MEGAN MIKUS, DEPUTY DIRECTOR OF PUBLIC WORKS

SUBJECT: NEIGHBORHOOD SIDEWALK REPAIR PROGRAM-
WALKABLE NOVI COMMITTEE FEEDBACK

DATE: NOVEMBER 17, 2020

On October 22, and November 5, 2020, DPW presented to the Walkable Novi Committee a report on non-motorized maintenance and proposed criteria for a neighborhood sidewalk repair program, which is a 2020 City Council goal.

The Walkable Novi Committee provided the following feedback regarding a neighborhood sidewalk repair program:

- Continue to have the City bear 100% of the costs for repair of reported sidewalk panels with a deflection of 2 inches or more.
  - The current responsibility of sidewalk maintenance is the property owners per the City's Code of Ordinances. The City addresses deflections of 2-inches or more that are reported to limit the City's liabilities under 2016 PA 419.

- Incentivize property owners to repair sidewalk panels with a 1-inch to 2-inch deflection by splitting the costs 50/50 with the City.
  - DPW recommends the lower differential be 0.75-inch which is closer to ADA tolerances.

To opt for the incentive, the property owner would be required to use the City's contractor. A property owner may repair panels abutting their property at any time by obtaining a right-of-way permit through DPW; however, this incentive program would provide a less expensive repair option to property owners as there would be reduced costs due to economies of scale. The City would upfront the costs of the work on panels with deflections between 0.75 and 2 inches and 50% of the repair costs would be recuperated on the following winter tax bill.

The committee's feedback is to start a pilot program in 2021. DPW has requested in the FY 2021-22 Budget $400K be appropriated for this pilot incentive program. Since many of the deflections are caused by city right-of-way trees, using funding in the Tree Fund to supplement the program is recommended. Once funding is appropriated by City Council, DPW would select a neighborhood with a high volume of existing deflections and introduce a program. Some subdivisions which would meet the criteria are Cedarspring Estates, Country Place Condos, Meadowbrook Glens, Westridge Downs, and Whispering Meadows.

As a comparison of the estimates provided in the July 2020 memo, DPW predicts below the costs for an incentive program in the Meadowbrook Glens Subdivision, one of the City's oldest subdivisions with a sidewalk network in poor condition:

Meadowbrook Glens				
Deflections 0.75" to 2"	**# of Panels**	**Resident (50%)**	**City (50%)**	**Total (Estimate)**
Not Impacted by Street Tree Roots	216	$39,960	$39,960	$79,920
Impacted by Street Tree Roots	143	$39,683	$39,683	$79,366
Deflections >=2"	**# of Panels**	**Resident (0%)**	**City (100%)**	**Total (Estimate)**
Not Impacted by Street Tree Roots	9	$0	$3,330	$3,330
Impacted by Street Tree Roots	29	$0	$16,095	$16,095
Contingency				
Several adjacent panels may to be repaired to level the segment	344	$0	$190,920	$190,920
Grand Total (Estimate)		**$79,643**	**$289,988**	**$369,631**

The City's cost of ~$300K for the example above could be funded 50/50 with Tree Fund and Municipal Road Fund, leaving ~$100K to expand the program and/or address other replacement requests for panels 2" or greater in the same fiscal year.

If the Walkable Novi Committee and City Council approve of the recommendations as presented, DPW could implement the pilot program in spring 2021 and start construction after July 1, 2021.

Sidewalk Repair Program

Meadowbrook Glens Program Participants

Map Author: Keri Blough
Date: February 2, 2022
Project: Sidewalk Repair Pilot Program
Version #: 1.1

Amended By:
Date:
Department:

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.

Sidewalks

Program Participant

Yes (210)
No (156)
Repair Not Needed (113)

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

Feet
0 70 140 280 420
1 inch = 350 feet

Monday, August 30, 2021

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Andrew Mutch

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Justin Fischer

Julie Maday

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Deputy Director of Public Works
Megan Mikus

City Engineer
Ben Croy, P.E.

Property Owner
PROPERTY OWNER STREET ADDRESS
PROPERTY OWNER CITY, STATE ZIP CODE

Neighborhood Sidewalk Repair Program Cost-Sharing Incentive
RE: {PROPERTY STREET ADDRESS}

Dear Property Owner,

The City of Novi has adopted a pilot program to incentivize property owners to repair sidewalk panels with a 0.75-inch to 2-inch deflection, extensive cracking, and/or scaling by splitting the costs 50/50 with the City. Your subdivision, Meadowbrook Glens, has been selected as the first neighborhood for the pilot program.

To opt into the incentive program, you are required to use the City's contractor. Although you may repair panels abutting your property at any time by obtaining a right-of-way permit through the Department of Public Works, the incentive program provides a less expensive repair option since costs are reduced as a result of bulk pricing. The City will initially pay the costs of the work on panels matching the criteria listed above and will collect 50% of the repair costs from you on your 2022 winter tax bill in the form of a user fee.

If you would like to participate in the cost-sharing incentive program, please sign the included agreement document and return it in the enclosed pre-stamped and addressed envelope by September 17, 2021.

The work is anticipated to be completed by June 30, 2022, pending City Council approval. Additional work such as tree root pruning, tree removals, and tree replacements will be completed throughout the subdivision as part of this program. On the back of this letter are answers to frequently asked questions about this program.

If you have any questions, please feel free to contact the Department of Public Works at 248-735-5640.

Sincerely,

Matthew T. Wiktorowski

Matthew T. Wiktorowski
Field Operations Sr. Manager

Department of Public Works
26300 Lee BeGole Drive
Novi, Michigan 48375
248.735.5640
248.735.5659 fax

cityofnovi.org

TEMPLATE

CITY COUNCIL

Mayor
Bob Gatt

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NEIGHBORHOOD SIDEWALK REPAIR PROGRAM COST-SHARING INCENTIVE

Participation is voluntary. Please discard if you choose not to participate.

By signing below, all owners of {PROPERTY STREET ADDRESS} agree to pay {$###.##} for the repair of {#} sidewalk panels adjacent to the property listed above.

ALL TAXPAYERS LISTED ON RECORD MUST SIGN THE AGREEMENT.

______________________	______________________	______________
Print Name Taxpayer 1	**Taxpayer 1 Signature**	**Date**
______________________	______________________	______________
Print Name Taxpayer 2	**Taxpayer 2 Signature**	**Date**

INSTRUCTIONS: Return this signed document in the pre-stamped and addressed envelope no later than September 17, 2021.

TEMPLATE

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Megan Mikus

City Engineer
Ben Croy, P.E.

Monday, August 30, 2021

Property Owner
PROPERTY OWNER STREET ADDRESS
PROPERTY OWNER CITY, STATE ZIP CODE

Neighborhood Sidewalk Repair Program Cost-Sharing Incentive

Dear Property Owner,

The City of Novi has adopted a pilot program to incentivize property owners to repair sidewalk panels with a 0.75-inch to 2-inch deflection, extensive cracking, and/or scaling by splitting the costs 50/50 with the City. Your subdivision, Meadowbrook Glens, has been selected as the first neighborhood for the pilot program.

However, your address was NOT identified as a location matching the criteria above for repair. If you feel that an error has been made with our evaluation, please contact us as soon as possible at 248-735-5640.

In order to be considered for the program, the inspection of your property would need to be completed by September 15, 2021, and an acceptance agreement signed no later than September 17, 2021.

Sincerely,

Matthew T. Wiktorowski

Matthew T. Wiktorowski
Field Operations Sr. Manager

TEMPLATE

Department of Public Works
26300 Lee BeGole Drive
Novi, Michigan 48375
248.735.5640
248.735.5659 fax

cityofnovi.org

FAQs

PILOT NEIGHBORHOOD SIDEWALK REPAIR COST-SHARING PROGRAM

CITY OF NOVI
cityofnovi.org

COSTS

What will my cost be to participate in this program?
The cost will differ for each resident based on the inspection data gathered by the third-party consulting firm. The average cost per address is estimated at $300.

Do I have to participate in this program?
No. The program is strictly voluntary. However, the opportunity to split the cost with the City of Novi is only being offered at this time while your neighborhood sidewalks are under repair.

When will I know what I would be required to pay if I choose to participate?
You will be receiving a letter from the City of Novi that will communicate your cost and ask if you would like to opt in or opt out of the program.

How will I be billed for the program?
The City will advance the cost for all repairs and then assess the property owner 50% of the total cost for repairs on their tax bill. Repair costs will not exceed the amount communicated in your letter.

Can I spread the cost out over time?
No. If you choose to participate, you will be assessed a one-time fee.

What if multiple panels are slated for repair but I don't want to pay to fix all of them?
There is no option to pick and choose the panels to repair.

What if I want to participate but I cannot afford it at this time?
Unfortunately, this is a one-time offer. The large scope of this program has allowed the City to secure an extremely reduced price, far cheaper than what a resident would have to pay if contracting the work on their own.

TIMELINE

When will I receive the letter from the City of Novi asking if I want to opt in or out of the program?
A letter will be mailed by the end of September.

What if I didn't get a letter?
If you did not receive a letter, your sidewalk is not eligible for the program, or you were accidentally missed. Please call 248.735.5640 to confirm your status.

How long will the work take to complete?
Once started, it is anticipated to last approximately five (5) weeks.

IMPACT ON PROPERTY

What impact will this have on my property?
If you choose to participate, the contractor is required to do what is necessary to make repairs. This could include cutting tree roots, complete removal of trees, and damage to lawns or irrigation systems.

Who is responsible for restoration to the area?
The contractor is required to repair damage to any irrigation lines and lawns at the end of the program. This is included in the total cost of the program. Seed and straw will be used as the replanting method.

Why do you have to remove my tree?
If a tree located between the roadway and the sidewalk has contributed to the failure of any sidewalk panel in front of your property, it may be removed to prevent future issues. Trees that are removed will be replaced with a standard 2.5" caliper tree selected by the City at no cost to the homeowner.

What if I do not want my tree removed but I want my sidewalk repaired?
Tree removal is at the discretion of the City. You would have to choose to opt out of the program in its entirety if your tree needed to be removed to complete the work and you did not want it removed.

Will you fix my driveway too?
Only sidewalk panels contained in driveway approaches will be removed and repaired. Entire approaches are not part of this program.

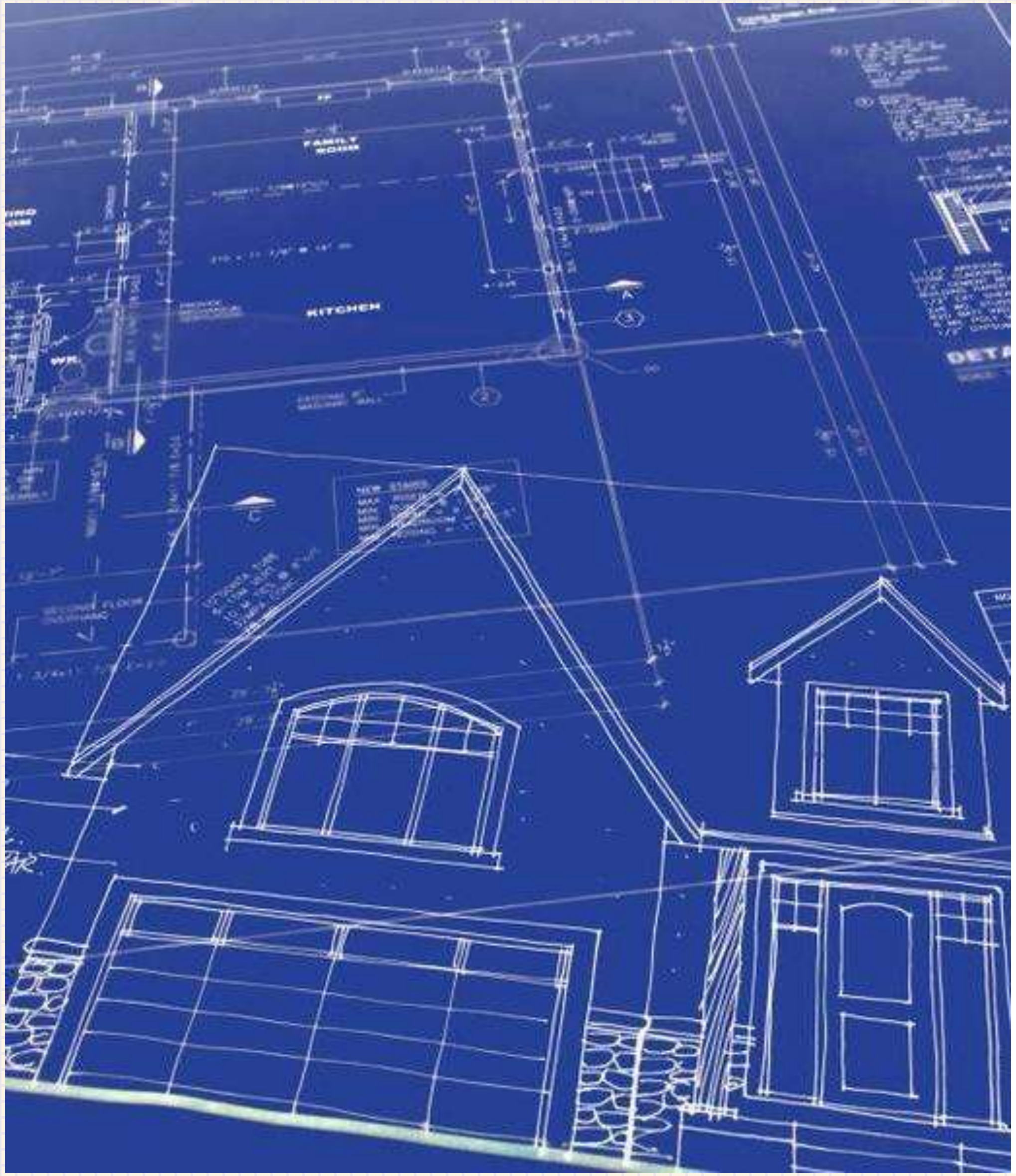
GENERAL FAQS

What if something is found during construction that should have been included?
If additional repairs are needed, it will be solely at the City's discretion and the City will bear the full cost of any additional repairs.

Who is responsible for the sidewalk after repairs?
All sidewalks, walkways, stairs, driveways, parking spaces, and similar areas shall be kept in a proper state of repair and maintained free from hazardous conditions by the homeowner.

How did you decide what is being repaired?
Any panel adjacent to your parcel that encompasses one or more of the items listed below:

- Adjacent sidewalk panels with deflections >3/4" – <2"
- Panels with extensive cracking
- Scaling panels
- The City will pay 100% of the cost for all deflections 2" or greater



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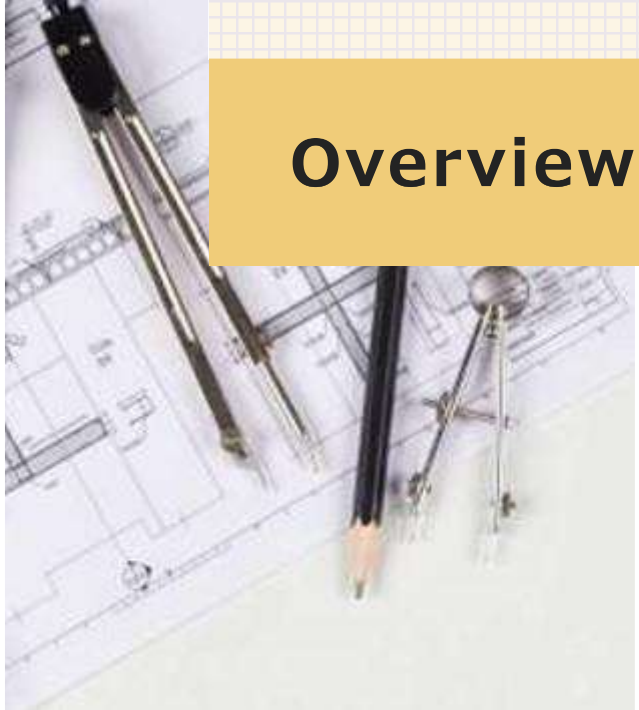
Community Development Report

JANUARY – MARCH 2023



Overview

- Residential and Commercial Construction Updates
- Community Development Revenue
- Plan Review Center Update
- Code Compliance Update
- General Permitting, Inspection, and ZBA Activity
- Our Team

Residential Construction Update

New Subdivisions:

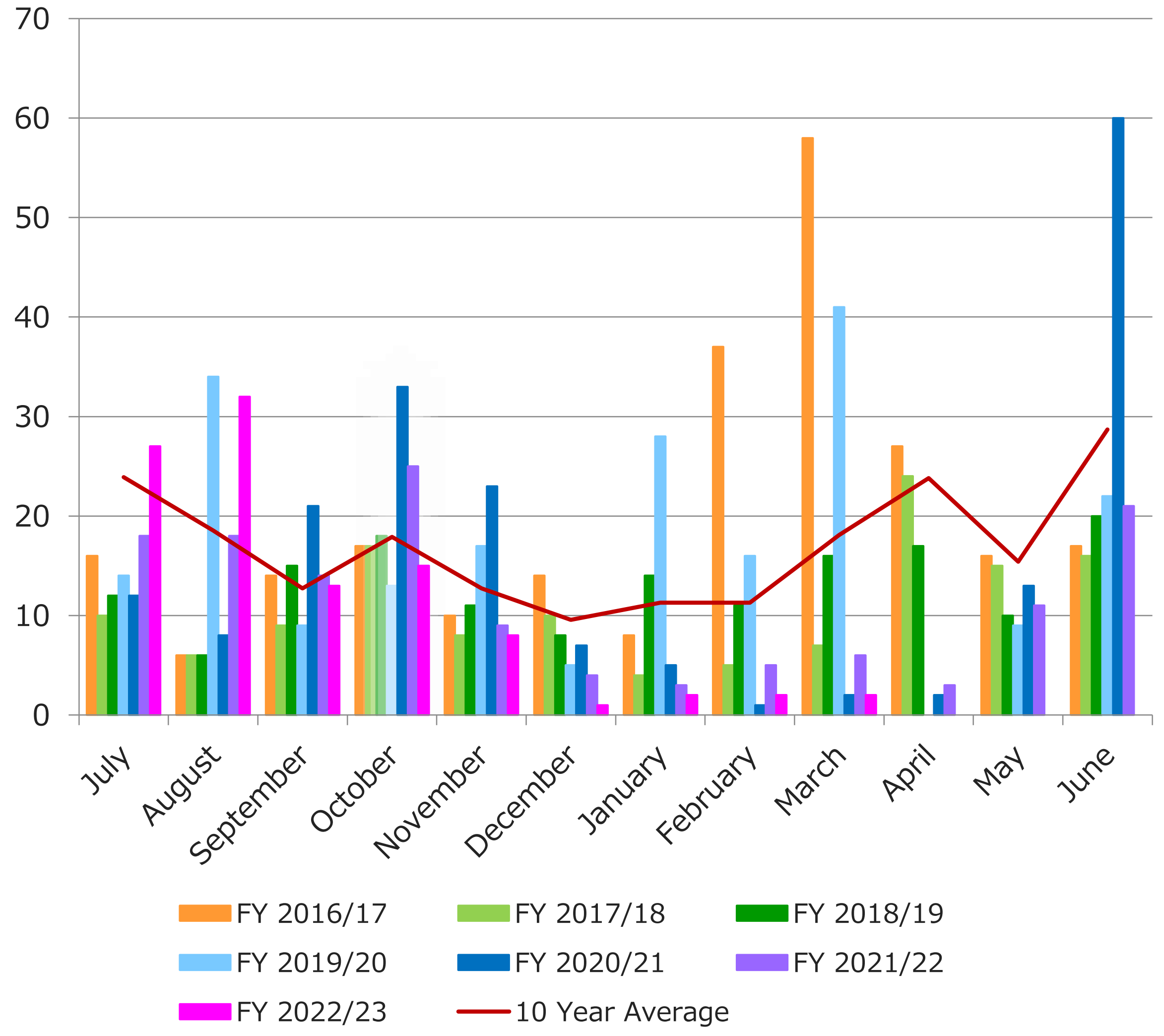
- Ballantyne (8 Mile and Garfield) has completed their Model Home and is actively in-progress.
- Taft Knolls Phase 3 (Taft Road, North of 10 Mile) has received final Site Plan approval and is working to schedule a Pre-Construction Meeting.

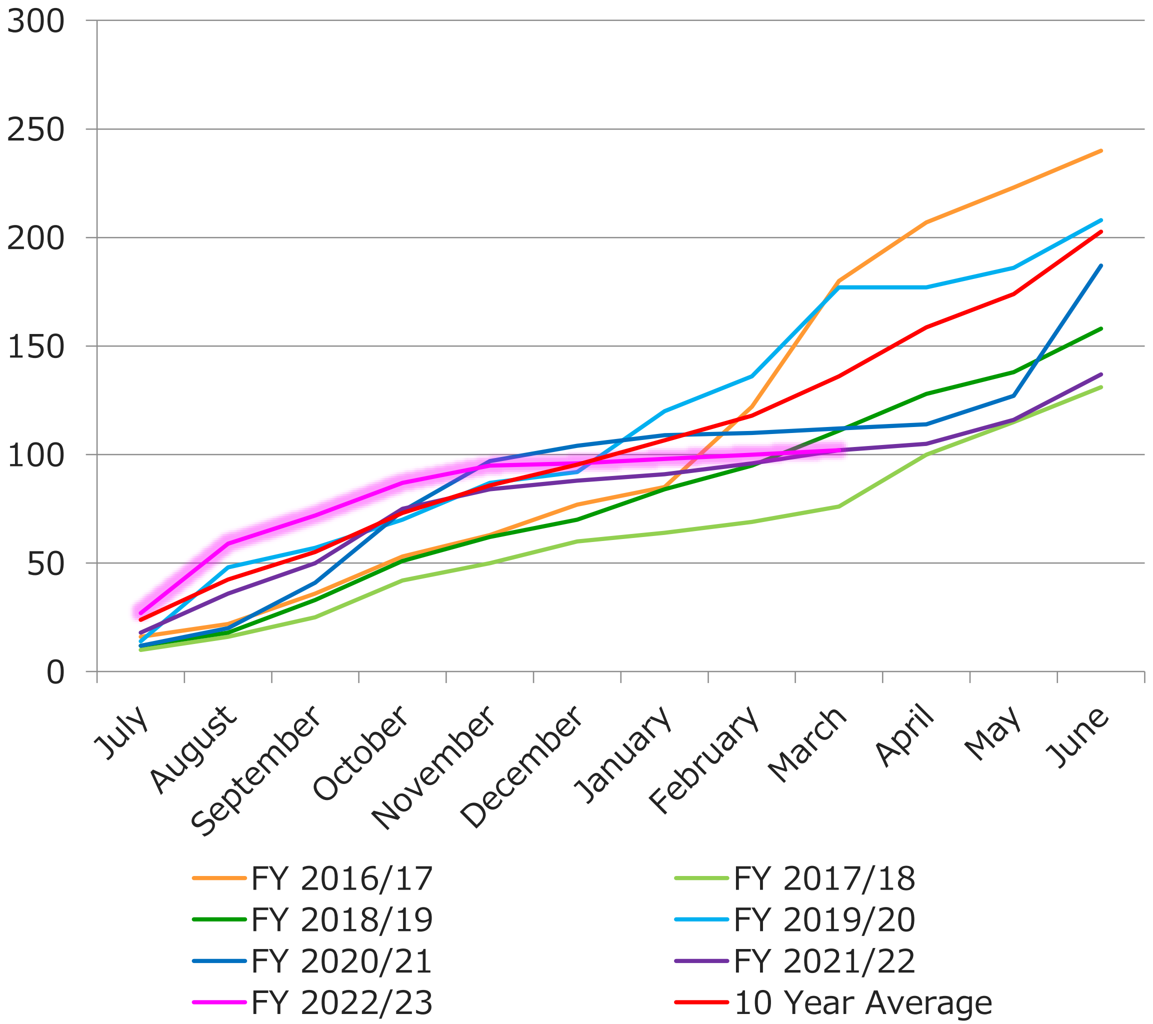
Newly Permitted:

- 6 New Single-Family Residences ($1,111,980 Val.)
- 93 Permits for smaller residential projects, such as additions or alterations ($2,182,099 Val.)
- $3,294,079 Total Valuation

*Note All figures from Jan – Mar 2023

Combined Housing Units





Commercial Construction Update

Completed Projects:

- Beck Eye Care
- Fords Garage
- KPot Korean Barbecue & Hot Pot
- Tappers Jewelry
- Vibe Credit Union

Newly Permitted:

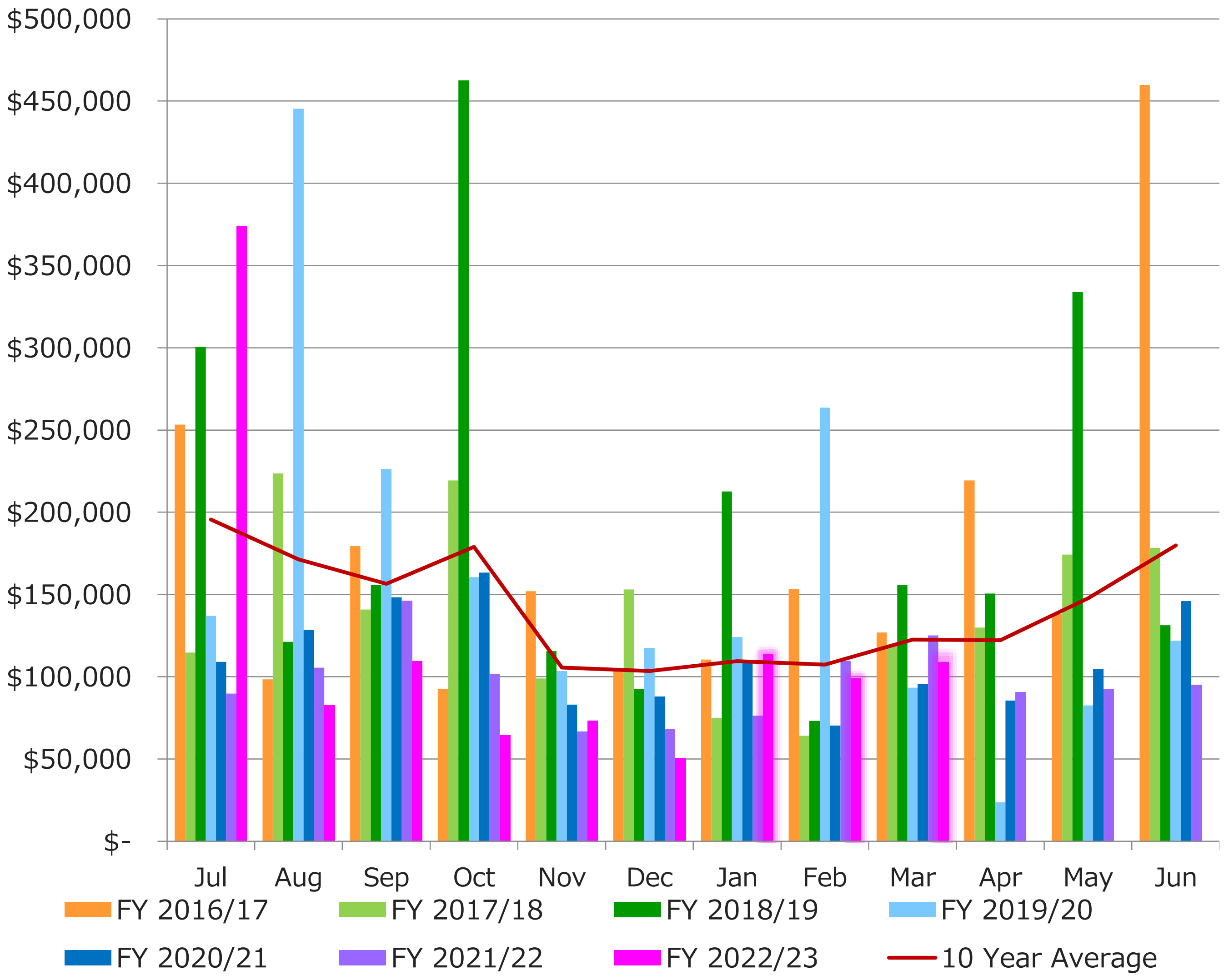
- 2 New Commercial Buildings ($215,000 Val.)
- 67 Commercial Additions/Alterations ($12,228,127 Val.)
- $12,443,127 Total Valuation

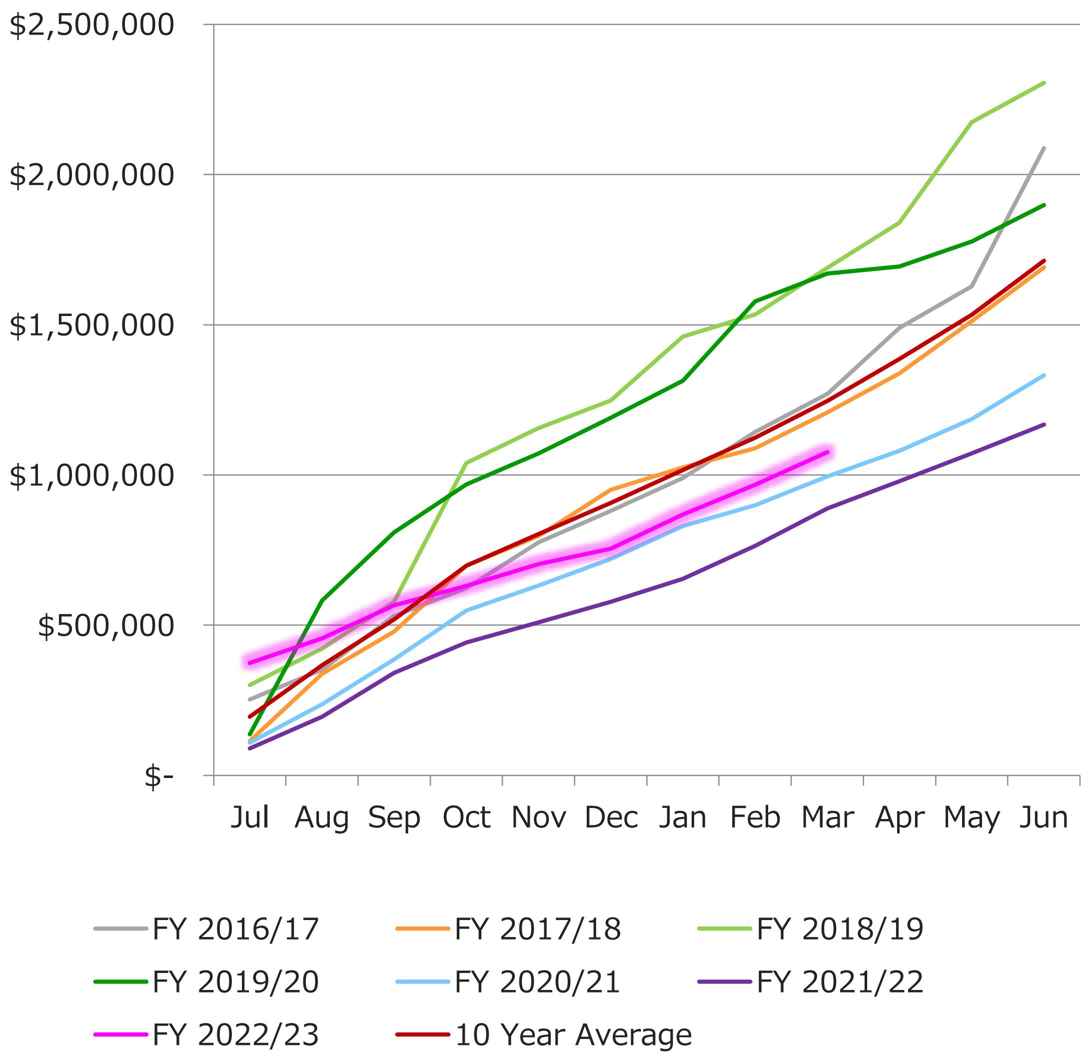
New Projects of Note:

- Hanon Systems Lab Expansion
- Polaris Expansion
- Boot Barn, sellers of Cowboy Boots and Western Wear, coming to the Novi Town Center

***Note All figures from Jan – Mar 2023**

Building Department Revenue





Planning Update

Final Stamping Sets

1. Ford's Garage West Side (JF23-01)
2. Hanon EV Charging Stations (JSP22-55)
3. Sakura Novi – Mass Grading (JLIP22-08)
4. 123.net Fiber Hut (JSP22-49)
5. West Market Square Lighting (JSP23-03)
6. Novi Town Center Façade Reno (JSP22-27)
7. Pure Wash (JSP18-50)
8. HCOC Pedestrian Crossing (JSP22-31)

Meetings & Public Engagement

January 26 - Master Plan Steering Committee Meeting

February 8 - Implementation Committee Meeting

February 25 - Master Plan Open Houses March 2

March 2 - Master Plan Steering Committee Meeting

Noteworthy Projects Currently Under Review:

1. Parc Vista - 44 Single Family Residences
2. Noble Village – Expansion of One World Market with a food hall, Sushi, Patisserie, Ikazaya bar, and community meeting spaces.
3. Townes at Main Street – 192 Townhouse-Style Apartments
4. Sakura Novi – Mixed Use with retail, office, and restaurant spaces as well as multi-family residential units.

Concept Meetings Held:

January 2023 – 7
February 2023 – 4
March 2023 – 5

7 Preliminary Site Plan Reviews Completed

Code Compliance Update

Activities	YTD 2023	YTD 2022
Complaints Received	53	48
Notices of Violation	148	192
Counter Assistance	71	41
Citations	2	8
Signs Removed from ROW	428	358
Sign Permits Issued	14	22
Final Sign Inspections	15	24
Soil Erosion Control inspections	58	57
Soil Erosion Violations Issued	1	23
Drainage Issues	7	14
Court Appearances	11	7
Woodland/Forester/Landscape Assistance	17	12
Wetland Assistance	0	0
Engineering Assistance	2	4
Building Department Assistance	17	5
Addresses Assigned	24	139
January - March 2023 Ordinance Enforcement Conducted - By Category	**Total**	
Proactive	86	
Reactive	34	
Housing	21	
Zoning	14	
Nuisance	40	
Dangerous Buildings	0	
Other	45	

Activity and Honors

- **Two new zones, Liberty Park and Simmons Orchard, were selected for the ongoing Residential Property Maintenance program**
- **Code Compliance Officer Brian Riley gave a presentation to the Older Adult Needs Committee on their March 27 meeting.**
- **Code Compliance Officer Brian Riley was elected Vice President of the Michigan Association of Code Enforcement Officers (MACEO)**
- **Code Compliance Officer Deborah Martinez was elected to the MACEO Board for the 5th consecutive year**

General Permitting, Inspection, and ZBA Activity

General Permit Activity for January — March 2023

- Electrical: 314
- Refrigeration: 81
- Plumbing: 128
- Heating: 248
- Demolition: 1
- Other: 221

983 Total Permits Issued

Inspection Activity for January — March 2023

- Building: 789
- Plumbing: 557
- Electrical: 671
- HVAC: 496

2,513 Total Inspections Performed

Zoning Board of Appeals

- 8 Cases heard; all requests granted.
- 4 residential cases, and 4 commercial cases.
- All 4 residential cases were for reduced setbacks to allow for home additions.
- Commercial cases were primarily for signs, allowing for a larger size or more signs than prescribed by code

Our Team

Community Development **248-347-0415**

Plan Review Center 248-347-0475
Code Compliance 248-735-5678

cityofnovi.org

Charles Boulard - Director
Alan Hall - Deputy Director

Customer Service
Sarah Marchioni - Project Coordinator
Angela Sosnowski - Bond Coordinator
Nina Schaffrath - Account Clerk
Suzie Compton - Customer Service Rep

Inspectors
Gary Baumgardner - Mechanical
Steve Losacco - Electrical
Glenn Richmond - Plumbing
Michael Wall - Building
Chris Weber - Building

Code Compliance
Mario Gibbons
Deborah Martinez
Brian Riley
Maureen Underhill

Planning
Barb McBeth, AICP - City Planner
Lindsay Bell, AICP – Senior Planner
Ben Peacock - Planner
Christian Carroll - Planner
James Hill - Planner
Rick Meader - Landscape Architect
Diana Shanahan - Planning Assistant

New Employees

Alan Hall

Deputy Director

MEMORANDUM

TO: VICTOR CARDENAS, INTERIM CITY MANAGER

FROM: CARL JOHNSON, JR. CFO

SUBJECT: FINANCIAL REPORT AS OF MARCH 31, 2023

DATE: APRIL 24, 2023

The purpose of this memorandum is to highlight fiscal year-to-date revenue and expenditure activity through the third quarter ending March 31, 2023 (see attached report for budget-to-actual information prepared by budget category within each fund). The rollover and any other individual budget amendments approved through the April 17, 2023, council meeting are reflected in the attached report. Through the third quarter generally revenues and expenditures represent approximately 75% of the budget.

General Fund

The original approved General Fund budget reflected a use of fund balance in the amount $424,850. The amended budget for the General Fund currently shows a reduction in fund balance in the amount of $3,671,354 due to the following Council-approved amendments:

- rolling over expenditure budgets in the amount of $2,040,575 related to projects/purchases from fiscal year 2021/22 that were obligated as of June 30, 2022, but not completed.

- Approval of additional funds in the amount of $50,534 to update the Active Mobility Plan (formerly known as the non-motorized master plan) due to bids coming back higher than budget.

- Approval of additional funds in the amount of $55,395 for the Police Department Building Generator & Technology (including concrete pad) project due to bids coming back higher than budget.

- Approval of funds in the amount of $875,000 for the Police Department In-car Cameras and Body Cameras to guarantee pricing and move forward with purchasing equipment since delivery is estimated at nine to twelve months.

- Approval of funds in the amount of $225,000 for the City Council Ice Storm Response Initiative.

Revenues

Total General Fund revenues for the third quarter are $34,127,260, representing 84% of the $40,739,058 General Fund amended revenue budget. The General Fund revenues are on track through the third quarter with the following items of note:

- **Property Tax Revenue** – Property taxes account for approximately 67% of total General Fund revenue. Revenue is recorded in July at the time property taxes are billed. Penalty and interest collections are less than budget through the third quarter which is the primary reason the overall revenue is approximately $148,000 less than budget. This is to be expected; final tax settlement with the County will take place in the fourth quarter at which time the City will receive the penalties and interest due on all delinquent real property.

- **Licenses, Permits, and Charges for Services** – The January/February cable franchise revenue was received in the amount of approximately $196,000, similar to the first payment received in October/November. Cable revenue is approximately $33,000 lower than budgeted through the third quarter. Overall building-related revenues continue to be negatively impacted by inflation and supply chain issues. Revenues are running approximately $220,000 more than last March; however, significantly lower than budget. A final adjustment for the fourth quarter to bring the budget in line with activity will be provided.

- **State Sources** – The third quarter reflects the October, December, and February distributions as anticipated (August 2022 included in fiscal year 2022 as required). The State of Michigan is currently projecting state shared revenues of $7,344,508.

- **Fines and Forfeitures** – Court Fees and Fines revenue (ticket revenue) is received from the 52nd District Court monthly for the prior month. The attached report reflects eight payments received through the third quarter as expected: July through February. Revenue is 42% of budget; totaling approximately $146,000 compared to $184,000 last March. Overall, ticket revenue continues to fall annually and is projected to end the year below COVID shutdown levels.

- **Interest Income (including investment gain/loss)** – The third quarter investment results show continued improvement since the beginning of the fiscal year. Through the third quarter, investment income is $260,000 including realized and unrealized gains compared to last March which reflected a net unrealized loss of $390,000. The City can have unrealized market value losses on long-term investments on an annual basis but as long as the investment is held to maturity, no actual loss will be incurred. The City expects a strong fourth quarter in investment earnings now that the interest rate increases have slowed, and actual rates are near 5% annually.

Expenditures
Total General Fund expenditures for the third quarter are $30,011,363 representing 68% of the $44,410,412 General Fund amended expenditure budget. Most department expenditures have not exceeded the 75% mark and are in line through the third quarter with the following items of note:

- Personnel Services may be higher than 75% through March 2023 due to the timing of one-time retirement/separation payouts, annual longevity payments, annual payouts of PTO time, and changes in insurance.

- Community Relations is at 87% due to additional postage expenditures related to the fire recruiting initiative mailers, expenditure overages with the newsletters, and timing of annual events like Winter Fest and State of the City. Also, the entryway sign replacement project is 100% complete.

Special Revenue Funds

The various special revenue funds' revenues and expenditures are in-line with budget through the third quarter ending March 31, 2023. Items of note are included within certain Special Revenue Funds on the following pages:

Major, Local, & Municipal Street Funds
Property Tax Revenue is at the 100% mark in the Municipal Street Fund due to the recording of property tax revenue as of July 1st, at the time the tax bills are issued. Also, chargebacks from the County are lower than anticipated so revenues are $25,578 more than the amended budget.

As expected, the Act 51 revenue recorded in the Major and Local Street funds represents seven months of revenue through the third quarter since there is a two-month lag in receiving the payments from the State. The amended budget anticipates $7.9 million of Act 51 revenue and is on track through March.

Maintenance and construction expenditures are lower than budget through March in all three street funds. The majority of winter maintenance has ended through the third quarter, therefore; spring-related maintenance and construction has recently begun with expenditures anticipated to be in line with the amended budget by fiscal year-end.

Parks, Recreation, & Cultural Services Fund
Program revenue and older adult program revenue average 68% through the third quarter. Program expenditures, including older adult programs, are at 67%. The seasonal nature of programs has resulted in lessor revenues and expenditures compared to budget through the third quarter of the fiscal year which is as expected. Revenues and expenditures are comparable to March last year and are anticipated to pick up beginning in April in preparation for summer events, programs, and sports.

Drain Fund
Revenues are on track through the third quarter. Property Tax Revenue is recorded in July at the time property taxes are billed and are $110,000 more than last year's third quarter. The West Nile reimbursement from the County is received annually in June. Expenditures are lower than budget through the third quarter but are on track since spring maintenance and construction begin in April. Significant catch basin repairs are planned for the fourth quarter. Equipment and labor allocations from the General Fund are less than budget at approximately 70% through March but are anticipated to come in at budget.

Tree Fund
The Tree Fund revenues continue to be negatively impacted as inflation and supply chain issues slow new development. Revenues are $149,150 through the third quarter compared to the second quarter's revenue of $19,950. Finance will monitor this revenue and recommend a final adjustment for the fourth quarter to bring the budget in line with activity. Similar to the second quarter, most of the maintenance, as well as the fall plantings, have been completed. Annual spring plantings are scheduled to be done by June 30th.

Forfeiture Fund
The fines and forfeiture revenue are approximately $150,000 through the third quarter compared to the second quarter's total of $132,000. Since revenue collection is unpredictable and based on the court releasing the funds to the City, the budget will continue to be monitored and amended accordingly.

Debt Service Fund

2008 Library Construction Fund
Property Tax Revenue is recorded in July at the time property taxes are billed and are approximately $60,000 more than last year's third quarter. Annual principal and interest payments on the bonds have been paid in full.

Capital Project Funds

PEG Cable Capital Fund
The PEG Cable Capital Fund receives quarterly PEG payments, and the second payment received in January/February was in the amount of $78,000 similar to the first payment received in October/November. Cable revenue is approximately $11,000 less than the budget through the third quarter and continues to be less than the prior year.

Enterprise Funds

The enterprise funds' revenues and expenditures are anticipated to be in-line with budget. All enterprise funds will continue to be monitored and amended as needed. An adopted budget is not required, per the State Budget Act, for enterprise funds and the information is primarily presented for informational purposes only. There are no other significant items to highlight at this time.

Internal Service Fund

Self-Insurance Healthcare Fund

This Fund was created in January 2020 to track the costs associated with the HAP healthcare program. The City is required to pay all claims and gets reimbursed for claims by case over $100,000. Expenditures through the third quarter are approximately $1.7 million higher than last year's third quarter. This includes the $1.0 million claim recorded during the second quarter. In general, health insurance costs (net) continue to trend higher than budget and prior year due to several large claims during the current fiscal year. An adopted budget is not required, per the State Budget Act, for internal service funds and the information is primarily presented for informational purposes only.

Fiduciary Fund

Retiree Healthcare Benefits Fund

The third quarter investment results show continued improvement since the beginning of the fiscal year. Through the third quarter, $1.6 million investment income has been recorded, including realized and unrealized gains, compared to last year's third quarter investment loss of $769,000. Although overall investment income is less than budget, it is much better than last year and trending toward meeting budget by the end of the fiscal year. Overall, health insurance costs are on track with the amended budget. An adopted budget is not required for the Retiree Healthcare Benefits Fund, per the State Budget Act since it is a fiduciary fund. The fund is primarily presented for informational purposes only. This fund invests all available resources according to Public Act 314 and includes instruments similar to pension funds which include stocks, bonds and other long-term financial investments.

REVENUE AND EXPENDITURE REPORT FOR CITY OF NOVI
PERIOD ENDING 3/31/2023
% Fiscal Year Completed: 75.00

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
GENERAL FUND					
Fund 101 - GENERAL					
Revenue					
Property tax revenue	25,802,505	26,785,213	26,885,213	26,736,755	99
Licenses, permits & charges for services	2,977,234	4,413,411	4,363,444	2,266,227	52
Federal grants	2,611,339	155,000	270,470	229,221	85
State sources	8,206,227	6,356,000	7,392,708	3,939,238	53
Fines and forfeitures	285,813	375,000	375,000	157,414	42
Interest income	(270,084)	706,961	633,733	260,104	41
Donations	23,050	26,000	37,000	35,000	95
Other revenue	755,092	753,120	781,490	503,302	64
TOTAL REVENUE	**40,391,177**	**39,570,705**	**40,739,058**	**34,127,260**	**84**
Expenditures					
Personnel services	36,089	36,089	36,079	27,061	75
Supplies	322	200	200	-	-
Other services and charges	8,773	28,600	28,610	7,716	27
101.00 - CITY COUNCIL	**45,184**	**64,889**	**64,889**	**34,777**	**54**
Personnel services	548,713	555,759	529,709	399,806	75
Supplies	2,914	1,500	8,800	6,608	75
Other services and charges	127,599	115,410	220,441	138,093	63
172.00 - CITY MANAGER	**679,226**	**672,669**	**758,950**	**544,507**	**72**
Personnel services	818,256	894,516	914,896	657,925	72
Supplies	8,649	9,300	9,300	5,734	62
Other services and charges	72,269	79,650	87,980	78,805	90
191.00 - FINANCE DEPARTMENT	**899,174**	**983,466**	**1,012,176**	**742,464**	**73**
Personnel services	634,556	596,680	721,910	522,104	72
Supplies	63,854	57,500	93,480	69,732	75
Other services and charges	112,710	207,670	245,960	188,692	77
Capital outlay	-	250,000	367,840	-	-
215.00 - CITY CLERK	**811,120**	**1,111,850**	**1,429,190**	**780,528**	**55**
Personnel services	889,182	881,260	923,760	703,724	76
Supplies	89,898	106,360	115,990	80,582	69
Other services and charges	383,883	480,020	502,647	147,687	29
Capital outlay	24,100	206,550	214,440	134,022	62
228.00 - IS TECHNOLOGY DEPT	**1,387,063**	**1,674,190**	**1,756,837**	**1,066,015**	**61**
Personnel services	342,860	340,714	353,714	255,112	72
Supplies	51,112	29,500	29,020	13,901	48
Other services and charges	48,589	42,800	50,280	40,273	80
253.00 - TREASURY DEPARTMENT	**442,561**	**413,014**	**433,014**	**309,286**	**71**
Personnel services	721,018	681,990	556,778	397,668	71
Supplies	18,062	18,500	19,200	1,730	9
Other services and charges	177,122	200,790	275,090	73,969	27
Capital outlay	-	26,340	-	-	-
257.00 - ASSESSING DEPARTMENT	**916,202**	**927,620**	**851,068**	**473,368**	**56**
Personnel services	313,855	290,304	322,804	265,169	82
Supplies	10,479	21,100	21,100	11,807	56
Other services and charges	687,743	755,370	956,777	572,727	60
Capital outlay	255,308	681,030	975,037	221,889	23
265.00 - IS FACILITY MANAGEMENT	**1,267,385**	**1,747,804**	**2,275,718**	**1,071,592**	**47**
Personnel services	545,817	645,759	639,641	451,257	71
Supplies	21,485	32,000	39,500	30,258	77
Other services and charges	441,939	413,260	460,677	323,367	70
Capital outlay	52,911	143,700	313,541	124,922	40
265.10 - IS PARKS MAINTENANCE	**1,062,152**	**1,234,719**	**1,453,359**	**929,803**	**64**

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Other services and charges	637,376	844,800	853,450	596,038	70
Capital outlay	421,950	37,000	28,350	28,348	100
266.00 - CITY ATTORNEY, INSURANCE, & CLAIMS	**1,059,326**	**881,800**	**881,800**	**624,386**	**71**
Personnel services	426,578	491,188	509,226	371,962	73
Supplies	851	1,000	1,100	838	76
Other services and charges	112,389	151,990	203,120	145,776	72
270.00 - HUMAN RESOURCES	**539,818**	**644,178**	**713,446**	**518,576**	**73**
Personnel services	13,197,777	13,331,865	13,534,974	10,189,619	75
Supplies	309,914	321,500	404,222	262,247	65
Other services and charges	1,200,755	1,238,610	1,213,664	829,431	68
Capital outlay	48,532	425,790	1,442,209	157,999	11
301.00 - POLICE DEPARTMENT	**14,756,978**	**15,317,765**	**16,595,069**	**11,439,297**	**69**
Personnel services	5,519,246	5,573,365	5,581,252	4,141,109	74
Supplies	190,044	185,500	192,000	150,689	78
Other services and charges	711,231	676,250	808,750	636,847	79
Capital outlay	66,206	-	38,200	26,200	69
336.00 - FIRE DEPARTMENT	**6,486,727**	**6,435,115**	**6,620,202**	**4,954,845**	**75**
Personnel services	1,709,927	1,904,036	1,854,648	1,359,845	73
Supplies	20,126	27,300	40,300	29,767	74
Other services and charges	151,179	295,940	320,593	130,807	41
Capital outlay	24,765	49,080	66,975	(1,200)	(2)
371.00 - COMMUNITY DEVELOPMENT-BUILDING	**1,905,996**	**2,276,356**	**2,282,516**	**1,519,219**	**67**
Personnel services	352,199	347,715	365,913	272,787	75
Supplies	8,710	10,400	15,450	10,261	66
Other services and charges	176,921	152,630	181,964	125,628	69
Capital outlay	55,677	7,080	18,984	18,983	100
441.00 - DPW ADMINISTRATION DIVISION	**593,507**	**517,825**	**582,311**	**427,659**	**73**
Personnel services	185,723	196,310	134,919	102,172	76
Supplies	1,298	2,000	2,000	486	24
Other services and charges	176,236	99,610	199,608	126,358	63
441.10 - DPW ENGINEERING DIVISION	**363,257**	**297,920**	**336,527**	**229,016**	**68**
Personnel services	1,912,816	1,953,279	2,027,762	1,588,409	78
Allocated to other funds	(1,242,062)	(1,500,000)	(1,375,000)	(1,038,652)	76
Supplies	118,901	113,500	114,712	74,205	65
Other services and charges	681,531	714,530	950,276	788,868	83
Capital outlay	-	325,160	551,727	123,576	22
441.20 - DPW FIELD OPERATIONS DIVISION	**1,471,187**	**1,606,469**	**2,269,477**	**1,536,405**	**68**
Personnel services	398,740	417,968	380,968	286,696	75
Supplies	23,801	28,000	28,000	16,793	60
Other services and charges	337,265	338,120	333,088	279,934	84
Capital outlay	348,022	469,330	783,286	411,854	53
441.30 - DPW FLEET ASSET DIVISION	**1,107,828**	**1,253,418**	**1,525,342**	**995,277**	**65**
Personnel services	551,043	525,593	605,439	433,127	72
Supplies	1,913	5,600	5,600	2,305	41
Other services and charges	68,899	56,480	344,898	108,165	31
Capital outlay	-	29,430	-	-	-
701.00 - COMMUNITY DEVELOPMENT-PLANNING	**621,856**	**617,103**	**955,937**	**543,597**	**57**
Personnel services	285,291	318,991	391,404	295,852	76
Supplies	13,034	10,900	38,800	35,339	91
Other services and charges	327,451	385,000	390,104	361,152	93
Capital outlay	-	30,000	159,782	159,782	100
725.00 - COMMUNITY RELATIONS-ADMIN	**625,776**	**744,891**	**980,090**	**852,125**	**87**
Personnel services	-	186,491	215,491	151,334	70
Supplies	-	5,000	5,000	226	5
Other services and charges	-	44,920	59,920	42,481	71
725.10 - COMMUNITY RELATIONS-STUDIO 6	**-**	**236,411**	**280,411**	**194,042**	**69**
Personnel services	164,777	157,773	173,773	122,147	70
Supplies	70	-	-	-	-
Other services and charges	32,827	41,110	41,110	33,359	81
728.00 - ECONOMIC DEVELOPMENT	**197,674**	**198,883**	**214,883**	**155,505**	**72**

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Personnel services	19,972	42,200	36,200	19,151	53
Supplies	1,781	5,500	11,500	8,892	77
Other services and charges	410	500	500	96	19
773.00 - NOVI YOUTH ASSISTANCE	**22,163**	**48,200**	**48,200**	**28,139**	**58**
Other services and charges	6,284	14,000	14,000	5,937	42
803.00 - HISTORICAL COMMISSION	**6,284**	**14,000**	**14,000**	**5,937**	**42**
Transfers out	388,781	75,000	75,000	35,000	47
966.00 - TRANSFER TO OTHER FUNDS	**388,781**	**75,000**	**75,000**	**35,000**	**47**
TOTAL EXPENDITURES	**37,657,226**	**39,995,555**	**44,410,412**	**30,011,363**	**68**
Fund 101 - GENERAL					
TOTAL REVENUE	**40,391,177**	**39,570,705**	**40,739,058**	**34,127,260**	**84**
TOTAL EXPENDITURES	**37,657,226**	**39,995,555**	**44,410,412**	**30,011,363**	**68**
NET OF REVENUES & EXPENDITURES	**2,733,951**	**(424,850)**	**(3,671,354)**	**4,115,897**	
SPECIAL REVENUE FUNDS					
Fund 202 - MAJOR STREET					
Revenue					
State sources	5,627,890	5,121,000	5,877,707	3,540,068	60
Interest income	(50,314)	13,640	13,640	27,940	205
Other Revenue	4,443	-	-	-	-
TOTAL REVENUE	**5,582,019**	**5,134,640**	**5,891,347**	**3,568,008**	**61**
Expenditures					
Transfers out	2,813,900	-	-	-	-
Other services and charges	1,431,444	1,791,800	1,815,652	1,002,872	55
Capital outlay	341,639	5,052,840	5,777,051	1,111,347	19
TOTAL EXPENDITURES	**4,586,983**	**6,844,640**	**7,592,703**	**2,114,219**	**28**
Fund 202 - MAJOR STREET					
TOTAL REVENUE	**5,582,019**	**5,134,640**	**5,891,347**	**3,568,008**	**61**
TOTAL EXPENDITURES	**4,586,983**	**6,844,640**	**7,592,703**	**2,114,219**	**28**
NET OF REVENUES & EXPENDITURES	**995,036**	**(1,710,000)**	**(1,701,356)**	**1,453,789**	
Fund 203 - LOCAL STREET					
Revenue					
State sources	1,935,902	1,800,000	2,022,437	1,209,034	60
Interest income	(23,513)	15,080	15,080	25,000	166
Other revenue	-	-	389,013	267,568	69
Transfers in	6,659,100	5,524,000	5,585,563	4,134,500	74
TOTAL REVENUE	**8,571,489**	**7,339,080**	**8,012,093**	**5,636,102**	**70**
Expenditures					
Other services and charges	1,397,659	2,720,850	1,779,867	1,241,365	70
Capital outlay	7,328,412	4,867,230	6,370,425	4,532,958	71
TOTAL EXPENDITURES	**8,726,071**	**7,588,080**	**8,150,292**	**5,774,323**	**71**
Fund 203 - LOCAL STREET					
TOTAL REVENUE	**8,571,489**	**7,339,080**	**8,012,093**	**5,636,102**	**70**
TOTAL EXPENDITURES	**8,726,071**	**7,588,080**	**8,150,292**	**5,774,323**	**71**
NET OF REVENUES & EXPENDITURES	**(154,583)**	**(249,000)**	**(138,199)**	**(138,222)**	

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 204 - MUNICIPAL STREET					
Revenue					
Property tax revenue	5,946,998	6,168,945	6,168,945	6,194,523	100
Licenses, permits & charges for services	22,232	10,000	10,000	4,087	41
State Sources	11,603	-	8,130	8,129	100
Other revenue	417,844	336,000	369,993	149,992	41
Interest income	(103,136)	82,820	82,820	16,339	20
TOTAL REVENUE	**6,295,541**	**6,597,765**	**6,639,888**	**6,373,070**	**96**
Expenditures					
Transfers out	3,845,200	5,524,000	5,585,563	4,134,500	74
Other services and charges	634,209	708,765	721,026	504,886	70
Capital outlay	675,002	200,000	1,965,868	494,840	25
TOTAL EXPENDITURES	**5,154,412**	**6,432,765**	**8,272,457**	**5,134,226**	**62**
Fund 204 - MUNICIPAL STREET					
TOTAL REVENUE	**6,295,541**	**6,597,765**	**6,639,888**	**6,373,070**	**96**
TOTAL EXPENDITURES	**5,154,412**	**6,432,765**	**8,272,457**	**5,134,226**	**62**
NET OF REVENUES & EXPENDITURES	**1,141,130**	**165,000**	**(1,632,569)**	**1,238,845**	
Fund 208 - PARKS, REC & CULTURAL SVCS					
Revenue					
Property tax revenue	1,527,543	1,585,383	1,585,383	1,591,647	100
Other revenue	817	5,000	5,000	647	13
Interest income	(29,645)	16,092	16,092	14,715	91
Donations	29,640	13,500	13,500	1,900	14
State Sources	2,982	-	2,980	2,089	70
Transfers in	81,901	25,000	25,000	25,000	100
Program revenue	1,511,773	1,293,950	1,575,850	973,361	62
Older adult program revenue	184,848	150,350	254,930	188,022	74
TOTAL REVENUE	**3,309,859**	**3,089,275**	**3,478,735**	**2,797,381**	**80**
Expenditures					
Personnel services	1,345,445	1,426,265	1,457,215	1,074,577	74
Supplies	90,620	96,750	128,860	44,920	35
Other services and charges	1,388,437	1,392,670	1,655,530	1,104,287	67
Capital outlay	91,417	113,060	273,710	36,131	13
TOTAL EXPENDITURES	**2,915,918**	**3,028,745**	**3,515,315**	**2,259,914**	**64**
Fund 208 - PARKS, REC & CULTURAL SVCS					
TOTAL REVENUE	**3,309,859**	**3,089,275**	**3,478,735**	**2,797,381**	**80**
TOTAL EXPENDITURES	**2,915,918**	**3,028,745**	**3,515,315**	**2,259,914**	**64**
NET OF REVENUES & EXPENDITURES	**393,941**	**60,530**	**(36,580)**	**537,466**	

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 211 - DRAIN					
Revenue					
Property tax revenue	2,553,456	2,647,544	2,664,644	2,664,523	100
Other revenue	51,393	9,000	9,000	960	11
State sources	4,879	-	4,900	3,493	71
Interest income	(15,591)	11,374	11,374	16,103	142
Transfers in	-	-	2,510,026	-	-
TOTAL REVENUE	**2,594,136**	**2,667,918**	**5,199,944**	**2,685,079**	**52**
Expenditures					
Personnel services	10,010	-	-	-	-
Other services and charges	912,637	1,142,328	1,279,277	823,426	64
Capital outlay	1,653,735	1,466,590	3,938,618	564,522	14
Transfers out	-	59,000	-	-	-
TOTAL EXPENDITURES	**2,576,382**	**2,667,918**	**5,217,895**	**1,387,948**	**27**
Fund 211 - DRAIN					
TOTAL REVENUE	**2,594,136**	**2,667,918**	**5,199,944**	**2,685,079**	**52**
TOTAL EXPENDITURES	**2,576,382**	**2,667,918**	**5,217,895**	**1,387,948**	**27**
NET OF REVENUES & EXPENDITURES	**17,754**	**-**	**(17,951)**	**1,297,132**	
Fund 213 - TREE					
Revenue					
Other revenue	24,965	315,000	315,000	149,150	47
Donations	6,000	-	5,250	5,250	100
Interest income	(69,110)	89,248	89,248	15,535	17
TOTAL REVENUE	**(38,145)**	**404,248**	**409,498**	**169,935**	**41**
Expenditures					
Personnel services	83,483	83,448	88,578	64,887	73
Supplies	645	1,000	1,000	105	10
Other services and charges	573,301	588,800	593,920	464,512	78
Capital outlay	29,121	-	20,119	-	-
TOTAL EXPENDITURES	**686,550**	**673,248**	**703,617**	**529,504**	**75**
Fund 213 - TREE					
TOTAL REVENUE	**(38,145)**	**404,248**	**409,498**	**169,935**	**41**
TOTAL EXPENDITURES	**686,550**	**673,248**	**703,617**	**529,504**	**75**
NET OF REVENUES & EXPENDITURES	**(724,694)**	**(269,000)**	**(294,119)**	**(359,570)**	
Fund 226 - RUBBISH COLLECTION					
Revenue					
Licenses, permits & charges for services	2,101,767	2,165,000	2,165,000	2,086,245	96
Interest income	(172)	-	-	-	-
TOTAL REVENUE	**2,101,595**	**2,165,000**	**2,165,000**	**2,086,245**	**96**
Expenditures					
Other services and charges	2,101,595	2,165,000	2,165,000	1,586,778	73
TOTAL EXPENDITURES	**2,101,595**	**2,165,000**	**2,165,000**	**1,586,778**	**73**
Fund 226 - RUBBISH COLLECTION					
TOTAL REVENUE	**2,101,595**	**2,165,000**	**2,165,000**	**2,086,245**	**96**
TOTAL EXPENDITURES	**2,101,595**	**2,165,000**	**2,165,000**	**1,586,778**	**73**
NET OF REVENUES & EXPENDITURES	**-**	**-**	**-**	**499,467**	

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 233 - PEG CABLE					
Revenue					
Interest income	(197)	-	-	-	-
TOTAL REVENUE	**(197)**	**-**	**-**	**-**	**-**
Expenditures					
Personnel services	225,398	-	-	-	-
Supplies	6,902	-	-	-	-
Other services and charges	56,480	-	-	-	-
TOTAL EXPENDITURES	**288,781**	**-**	**-**	**-**	**-**
Fund 233 - PEG CABLE					
TOTAL REVENUE	**(197)**	**-**	**-**	**-**	**-**
TOTAL EXPENDITURES	**288,781**	**-**	**-**	**-**	**-**
NET OF REVENUES & EXPENDITURES	**(288,978)**	**-**	**-**	**-**	
Fund 262 - FORFEITURE					
Revenue					
Fines and forfeitures	79,118	17,940	150,404	150,004	100
Other revenue	8,244	3,000	44,314	44,082	99
Transfers in	256,880	-	-	-	-
TOTAL REVENUE	**344,242**	**20,940**	**194,718**	**194,087**	**100**
Expenditures					
Supplies	-	20,000	-	-	-
Other services and charges	485	940	-	-	-
Capital outlay	343,757	-	194,718	117,168	60
TOTAL EXPENDITURES	**344,242**	**20,940**	**194,718**	**117,168**	**60**
Fund 262 - FORFEITURE					
TOTAL REVENUE	**344,242**	**20,940**	**194,718**	**194,087**	**100**
TOTAL EXPENDITURES	**344,242**	**20,940**	**194,718**	**117,168**	**60**
NET OF REVENUES & EXPENDITURES	**-**	**-**	**-**	**76,918**	
Fund 271 - LIBRARY					
Revenue					
Property tax revenue	3,059,012	3,169,904	3,188,169	3,186,444	100
State sources	62,587	33,000	51,000	37,041	73
Other revenue	139,989	48,000	39,256	40,723	104
Fines and forfeitures	106,510	103,000	106,424	105,102	99
Interest income	(73,649)	40,000	40,000	33,381	83
Donations	1,035	3,500	3,500	5,657	162
TOTAL REVENUE	**3,295,484**	**3,397,404**	**3,428,349**	**3,408,348**	**99**
Expenditures					
Personnel services	1,952,863	2,192,477	2,266,741	1,554,133	69
Supplies	702,566	643,200	649,900	439,461	68
Other services and charges	552,909	636,200	703,980	432,763	61
Capital outlay	18,957	95,500	95,412	63,969	67
TOTAL EXPENDITURES	**3,227,295**	**3,567,377**	**3,716,033**	**2,490,325**	**67**
Fund 271 - LIBRARY					
TOTAL REVENUE	**3,295,484**	**3,397,404**	**3,428,349**	**3,408,348**	**99**
TOTAL EXPENDITURES	**3,227,295**	**3,567,377**	**3,716,033**	**2,490,325**	**67**
NET OF REVENUES & EXPENDITURES	**68,189**	**(169,973)**	**(287,684)**	**918,022**	

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 272 - LIBRARY CONTRIBUTION					
Revenue					
Interest income	(30,558)	22,500	22,500	10,920	49
Donations	19,698	20,000	18,877	10,395	55
TOTAL REVENUE	**(10,860)**	**42,500**	**41,377**	**21,316**	**52**
Expenditures					
Supplies	23,723	39,700	40,058	14,259	36
Capital outlay	5,017	131,300	13,000	2,360	18
TOTAL EXPENDITURES	**28,740**	**171,000**	**53,058**	**16,619**	**31**
Fund 272 - LIBRARY CONTRIBUTION					
TOTAL REVENUE	**(10,860)**	**42,500**	**41,377**	**21,316**	**52**
TOTAL EXPENDITURES	**28,740**	**171,000**	**53,058**	**16,619**	**31**
NET OF REVENUES & EXPENDITURES	**(39,600)**	**(128,500)**	**(11,681)**	**4,697**	
Fund 274 - COMMUNITY DEVELOPMENT BLOCK GRANT					
Revenue					
Federal grants	170,638	131,000	189,726	97,129	51
TOTAL REVENUE	**170,638**	**131,000**	**189,726**	**97,129**	**51**
Expenditures					
Other services and charges	155,551	131,000	170,000	104,041	61
TOTAL EXPENDITURES	**155,551**	**131,000**	**170,000**	**104,041**	**61**
Fund 274 - COMMUNITY DEVELOPMENT BLOCK GRANT					
TOTAL REVENUE	**170,638**	**131,000**	**189,726**	**97,129**	**51**
TOTAL EXPENDITURES	**155,551**	**131,000**	**170,000**	**104,041**	**61**
NET OF REVENUES & EXPENDITURES	**15,087**	**-**	**19,726**	**(6,912)**	
Fund 281 - STREET LIGHTING - WEST OAKS ST					
Revenue					
Special assessments levied	7,529	7,529	7,529	7,529	100
TOTAL REVENUE	**7,529**	**7,529**	**7,529**	**7,529**	**100**
Expenditures					
Other services and charges	5,145	5,329	5,329	3,859	72
TOTAL EXPENDITURES	**5,145**	**5,329**	**5,329**	**3,859**	**72**
Fund 281 - STREET LIGHTING - WEST OAKS ST					
TOTAL REVENUE	**7,529**	**7,529**	**7,529**	**7,529**	**100**
TOTAL EXPENDITURES	**5,145**	**5,329**	**5,329**	**3,859**	**72**
NET OF REVENUES & EXPENDITURES	**2,383**	**2,200**	**2,200**	**3,670**	
Fund 285 - AMERICAN RESCUE PLAN ACT (ARPA)					
Revenue					
Federal grants	324,050	-	-	-	-
TOTAL REVENUE	**324,050**	**-**	**-**	**-**	**-**
Expenditures					
Other services and charges	147,995	-	-	-	-
Capital outlay	176,055	-	-	-	-
TOTAL EXPENDITURES	**324,050**	**-**	**-**	**-**	**-**
Fund 285 - AMERICAN RESCUE PLAN ACT (ARPA)					
TOTAL REVENUE	**324,050**	**-**	**-**	**-**	**-**
TOTAL EXPENDITURES	**324,050**	**-**	**-**	**-**	**-**
NET OF REVENUES & EXPENDITURES	**-**	**-**	**-**	**-**	

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 286 - STREET LIGHTING - WEST LAKE DRIVE					
Revenue					
Special assessments levied	3,300	3,300	3,300	3,300	100
TOTAL REVENUE	**3,300**	**3,300**	**3,300**	**3,300**	**100**
Expenditures					
Other services and charges	3,157	3,300	3,300	2,368	72
TOTAL EXPENDITURES	**3,157**	**3,300**	**3,300**	**2,368**	**72**
Fund 286 - STREET LIGHTING - WEST LAKE DRIVE					
TOTAL REVENUE	**3,300**	**3,300**	**3,300**	**3,300**	**100**
TOTAL EXPENDITURES	**3,157**	**3,300**	**3,300**	**2,368**	**72**
NET OF REVENUES & EXPENDITURES	**143**	**-**	**-**	**932**	
Fund 287 - STREET LIGHTING - TOWN CENTER ST					
Revenue					
Special assessments levied	25,000	25,000	25,000	25,000	100
TOTAL REVENUE	**25,000**	**25,000**	**25,000**	**25,000**	**100**
Expenditures					
Other services and charges	21,013	21,700	21,700	15,759	73
TOTAL EXPENDITURES	**21,013**	**21,700**	**21,700**	**15,759**	**73**
Fund 287 - STREET LIGHTING - TOWN CENTER ST					
TOTAL REVENUE	**25,000**	**25,000**	**25,000**	**25,000**	**100**
TOTAL EXPENDITURES	**21,013**	**21,700**	**21,700**	**15,759**	**73**
NET OF REVENUES & EXPENDITURES	**3,987**	**3,300**	**3,300**	**9,241**	
DEBT SERVICE FUND					
Fund 371 - 2008 LIBRARY CONSTRUCTION DEBT					
Revenue					
Property tax revenue	1,457,700	1,416,420	1,480,465	1,518,826	103
State Sources	10,609	-	7,435	7,435	100
Interest income	-	100	100	-	-
TOTAL REVENUE	**1,468,309**	**1,416,520**	**1,488,000**	**1,526,261**	**103**
Expenditures					
Other services and charges	430	420	400	400	100
Debt service	1,403,200	1,416,100	1,416,600	1,416,600	100
TOTAL EXPENDITURES	**1,403,630**	**1,416,520**	**1,417,000**	**1,417,000**	**100**
Fund 371 - 2008 LIBRARY CONSTRUCTION DEBT					
TOTAL REVENUE	**1,468,309**	**1,416,520**	**1,488,000**	**1,526,261**	**103**
TOTAL EXPENDITURES	**1,403,630**	**1,416,520**	**1,417,000**	**1,417,000**	**100**
NET OF REVENUES & EXPENDITURES	**64,679**	**-**	**71,000**	**109,261**	

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
CAPITAL PROJECT FUNDS					
Fund 401 - CAPITAL IMPROVEMENT PRGRM (CIP)					
Revenue					
Property tax revenue	3,985,024	4,126,924	4,126,924	4,151,175	101
Donations	26,069	-	-	-	-
Interest income	208	-	-	18,228	100
Other revenue	3,004,450	-	-	-	-
TOTAL REVENUE	**7,015,750**	**4,126,924**	**4,126,924**	**4,169,403**	**101**
Expenditures					
Other services and charges	860	830	800	800	100
Debt service	156,824	285,594	92,003	71,002	77
Capital outlay	1,380,778	2,992,030	5,251,510	541,900	10
TOTAL EXPENDITURES	**1,538,462**	**3,278,454**	**5,344,313**	**613,702**	**11**
Fund 401 - CAPITAL IMPROVEMENT PRGRM (CIP)					
TOTAL REVENUE	**7,015,750**	**4,126,924**	**4,126,924**	**4,169,403**	**101**
TOTAL EXPENDITURES	**1,538,462**	**3,278,454**	**5,344,313**	**613,702**	**11**
NET OF REVENUES & EXPENDITURES	**5,477,288**	**848,470**	**(1,217,389)**	**3,555,701**	
Fund 409 - GUN RANGE FACILITY					
Revenue					
Licenses, permits & charges for services	152,360	70,000	85,500	63,200	74
Interest income	(6,395)	1,000	1,000	2,873	287
TOTAL REVENUE	**145,965**	**71,000**	**86,500**	**66,073**	**76**
Expenditures					
Capital outlay	6,211	24,000	39,500	15,259	39
TOTAL EXPENDITURES	**6,211**	**24,000**	**39,500**	**15,259**	**39**
Fund 409 - GUN RANGE FACILITY					
TOTAL REVENUE	**145,965**	**71,000**	**86,500**	**66,073**	**76**
TOTAL EXPENDITURES	**6,211**	**24,000**	**39,500**	**15,259**	**39**
NET OF REVENUES & EXPENDITURES	**139,754**	**47,000**	**47,000**	**50,813**	
Fund 418 - SPECIAL ASSESSMENT REVOLVING					
Revenue					
Interest income	82,945	105,420	105,420	80,018	76
TOTAL REVENUE	**82,945**	**105,420**	**105,420**	**80,018**	**76**
Expenditures					
Other services and charges	430	420	420	420	100
TOTAL EXPENDITURES	**430**	**420**	**420**	**420**	**100**
Fund 418 - SPECIAL ASSESSMENT REVOLVING					
TOTAL REVENUE	**82,945**	**105,420**	**105,420**	**80,018**	**76**
TOTAL EXPENDITURES	**430**	**420**	**420**	**420**	**100**
NET OF REVENUES & EXPENDITURES	**82,515**	**105,000**	**105,000**	**79,598**	

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 463 - PEG CABLE - CAPITAL					
Revenue					
Licenses, permits & charges for services	318,061	335,500	335,500	156,758	47
Interest income	(16,180)	1,500	1,500	7,213	481
TOTAL REVENUE	**301,881**	**337,000**	**337,000**	**163,971**	**49**
Expenditures					
Capital outlay	-	-	20,000	13,200	66
TOTAL EXPENDITURES	**-**	**-**	**20,000**	**13,200**	**66**
Fund 463 - PEG CABLE - CAPITAL					
TOTAL REVENUE	**301,881**	**337,000**	**337,000**	**163,971**	**49**
TOTAL EXPENDITURES	**-**	**-**	**20,000**	**13,200**	**66**
NET OF REVENUES & EXPENDITURES	**301,881**	**337,000**	**317,000**	**150,771**	
PERMANENT FUND					
Fund 152 - DRAIN PERPETUAL MAINT					
Revenue					
Interest income	(141,487)	82,000	82,000	44,957	55
Tap-in fees	4,290	5,000	5,000	-	-
Transfers in	-	59,000	-	-	-
TOTAL REVENUE	**(137,197)**	**146,000**	**87,000**	**44,957**	**52**
Expenditures					
Transfers out	-	-	2,510,026	-	-
TOTAL EXPENDITURES	**-**	**-**	**2,510,026**	**-**	**-**
Fund 152 - DRAIN PERPETUAL MAINT					
TOTAL REVENUE	**(137,197)**	**146,000**	**87,000**	**44,957**	**52**
TOTAL EXPENDITURES	**-**	**-**	**2,510,026**	**-**	**-**
NET OF REVENUES & EXPENDITURES	**(137,197)**	**146,000**	**(2,423,026)**	**44,957**	
ENTERPRISE FUNDS					
Fund 570 - ICE ARENA					
Revenue					
Other revenue	117,166	119,400	119,400	4,486	4
Interest income	(35,196)	25,274	25,274	11,223	44
Program revenue	1,689,557	1,646,394	1,646,394	1,460,305	89
TOTAL REVENUE	**1,771,527**	**1,791,068**	**1,791,068**	**1,476,013**	**82**
Expenditures					
Supplies	18,050	11,600	23,600	16,015	68
Other services and charges	1,689,556	1,261,598	1,299,598	1,163,681	90
Capital outlay	25,580	933,000	933,000	-	-
Debt service	35,120	509,870	509,870	13,060	3
TOTAL EXPENDITURES	**1,768,306**	**2,716,068**	**2,766,068**	**1,192,756**	**43**
Fund 570 - ICE ARENA					
TOTAL REVENUE	**1,771,527**	**1,791,068**	**1,791,068**	**1,476,013**	**82**
TOTAL EXPENDITURES	**1,768,306**	**2,716,068**	**2,766,068**	**1,192,756**	**43**
NET OF REVENUES & EXPENDITURES	**3,221**	**(925,000)**	**(975,000)**	**283,257**	

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
Fund 574 - SENIOR HOUSING					
Revenue					
Other revenue	27,810	20,400	20,400	22,005	108
Interest income	(43,524)	13,019	13,019	3,114	24
Operating revenue	2,116,089	2,120,240	2,120,240	1,602,568	76
TOTAL REVENUE	**2,100,376**	**2,153,659**	**2,153,659**	**1,627,687**	76
Expenditures					
Supplies	6,829	13,100	13,100	7,928	61
Other services and charges	1,243,421	896,428	905,211	660,411	73
Capital outlay	-	412,720	1,705,942	873,983	51
Debt service	93,489	949,411	949,411	948,662	100
TOTAL EXPENDITURES	**1,343,739**	**2,271,659**	**3,573,664**	**2,490,983**	**70**
Fund 574 - SENIOR HOUSING					
TOTAL REVENUE	**2,100,376**	**2,153,659**	**2,153,659**	**1,627,687**	**76**
TOTAL EXPENDITURES	**1,343,739**	**2,271,659**	**3,573,664**	**2,490,983**	**70**
NET OF REVENUES & EXPENDITURES	**756,637**	**(118,000)**	**(1,420,005)**	**(863,297)**	
Fund 592 - WATER AND SEWER					
Revenue					
Other revenue	217,600	227,500	227,500	188,897	83
Interest income	(956,416)	362,915	204,856	183,743	90
Special assessment interest	35,083	30,655	28,714	28,825	100
Operating revenue	24,928,618	26,060,500	26,060,500	20,530,886	79
Capital contributions	1,163,814	1,100,000	1,260,000	1,169,647	93
TOTAL REVENUE	**25,388,700**	**27,781,570**	**27,781,570**	**22,101,998**	**80**
Expenditures					
Personnel services	1,484,541	1,623,144	1,690,114	1,205,462	71
Supplies	72,236	79,500	86,143	53,253	62
Other services and charges	28,466,941	25,269,976	26,481,873	17,660,461	67
Capital outlay	5,340	5,063,950	26,604,213	6,263,851	24
TOTAL EXPENDITURES	**30,029,059**	**32,036,570**	**54,862,343**	**25,183,027**	**46**
Fund 592 - WATER AND SEWER					
TOTAL REVENUE	**25,388,700**	**27,781,570**	**27,781,570**	**22,101,998**	**80**
TOTAL EXPENDITURES	**30,029,059**	**32,036,570**	**54,862,343**	**25,183,027**	**46**
NET OF REVENUES & EXPENDITURES	**(4,640,359)**	**(4,255,000)**	**(27,080,773)**	**(3,081,028)**	
INTERNAL SERVICE FUND					
Fund 677 - SELF INSURANCE - HEALTH CARE					
Revenue					
Licenses, permits & charges for services	3,521,890	3,185,000	3,790,000	2,851,576	75
Other revenue	263,505	200,000	1,650,000	1,388,262	84
Interest income	(17,909)	5,000	5,000	12,041	241
TOTAL REVENUE	**3,767,487**	**3,390,000**	**5,445,000**	**4,251,879**	**78**
Expenditures					
Personnel services	3,115,725	2,985,000	5,040,000	3,992,150	79
Other services and charges	3,100	5,000	5,000	1,800	36
TOTAL EXPENDITURES	**3,118,825**	**2,990,000**	**5,045,000**	**3,993,950**	**79**
Fund 677 - SELF INSURANCE - HEALTH CARE					
TOTAL REVENUE	**3,767,487**	**3,390,000**	**5,445,000**	**4,251,879**	**78**
TOTAL EXPENDITURES	**3,118,825**	**2,990,000**	**5,045,000**	**3,993,950**	**79**
NET OF REVENUES & EXPENDITURES	**648,662**	**400,000**	**400,000**	**257,929**	

BUDGET CATEGORY	AUDITED 06/30/2022 NORMAL (ABNORMAL)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 3/31/2023 NORMAL (ABNORMAL)	% BDGT USED
FIDUCIARY FUND					
Fund 737 - RETIREE HEALTH CARE BENEFITS					
Revenue					
Interest income	(5,752,573)	2,770,000	2,770,000	1,648,074	59
Other revenue	5,021	-	200	200	100
Contributions - employer	34,487	10,000	-	-	-
TOTAL REVENUE	**(5,713,065)**	**2,780,000**	**2,770,200**	**1,648,274**	**60**
Expenditures					
Personnel services	1,110,896	990,000	1,235,300	931,373	75
Other services and charges	382,313	428,000	322,900	230,561	71
TOTAL EXPENDITURES	**1,493,209**	**1,418,000**	**1,558,200**	**1,161,934**	**75**
Fund 737 - RETIREE HEALTH CARE BENEFITS					
TOTAL REVENUE	**(5,713,065)**	**2,780,000**	**2,770,200**	**1,648,274**	**60**
TOTAL EXPENDITURES	**1,493,209**	**1,418,000**	**1,558,200**	**1,161,934**	**75**
NET OF REVENUES & EXPENDITURES	**(7,206,274)**	**1,362,000**	**1,212,000**	**486,340**	
COMPONENT UNITS					
Fund 244 - ECONOMIC DEVELOPMENT					
Revenue					
Transfers in	50,000	50,000	50,000	10,000	20
TOTAL REVENUE	**50,000**	**50,000**	**50,000**	**10,000**	**20**
Expenditures					
Other services and charges	-	50,000	50,000	10,000	20
TOTAL EXPENDITURES	**-**	**50,000**	**50,000**	**10,000**	**20**
Fund 244 - ECONOMIC DEVELOPMENT					
TOTAL REVENUE	**50,000**	**50,000**	**50,000**	**10,000**	**20**
TOTAL EXPENDITURES	**-**	**50,000**	**50,000**	**10,000**	**20**
NET OF REVENUES & EXPENDITURES	**50,000**	**-**	**-**	**-**	
Fund 246 - COORIDOR IMPROVEMENT AUTHORITY (CIA)					
Revenue					
Property tax revenue	333,592	614,144	614,144	505,670	82
TOTAL REVENUE	**333,592**	**614,144**	**614,144**	**505,670**	**82**
Expenditures					
Other services and charges	-	25,000	35,170	-	-
Debt service	103,375	589,144	578,974	69,362	12
TOTAL EXPENDITURES	**103,375**	**614,144**	**614,144**	**69,362**	**11**
Fund 246 - COORIDOR IMPROVEMENT AUTHORITY (CIA)					
TOTAL REVENUE	**333,592**	**614,144**	**614,144**	**505,670**	**82**
TOTAL EXPENDITURES	**103,375**	**614,144**	**614,144**	**69,362**	**11**
NET OF REVENUES & EXPENDITURES	**230,217**	**-**	**-**	**436,308**	

Mayor and Council,

As anticipated, please see the program devised to reimburse CVTs for transit costs, including the City's Senior Transit Program. Staff will ensure an application is submitted quickly.

- Victor

OAKLAND**TRANSIT**
All ways, MOVING FORWARD

APPLICATION GUIDE
Oakland County 2023 Interim Local Transportation Reimbursement Program

Program Overview

Citizens in Oakland County passed the Public Transportation Millage on November 8, 2022. Since that time, Oakland County Administration and Board of Commissioners have put contracts in place with the local transportation providers identified in the ballot language, which include: Suburban Mobility Authority for Regional Transportation (SMART), North Oakland Transportation Authority (NOTA), Western Oakland Transportation Authority (WOTA), and the Rochester Hills-Oakland-Rochester Older Persons' Commission (OPC).

In addition, meetings have been held with officials from local cities, villages and townships to discuss the current transportation services offered to residents. The County recognizes that not all communities are presently served by SMART, NOTA, WOTA, or OPC.

As a result, the County Board of Commissioners has established a program to provide these communities with reimbursement funds to support existing public transportation services. The Oakland County 2023 Interim Local Transportation Reimbursement Program will distribute limited Public Transportation Millage funds to assist eligible municipalities to maintain existing public transportation services for calendar year 2023. This program will not fund an expansion in the type or level of service beyond what had been provided in 2022, or what had already been planned for in 2023, prior to the establishment of this program.

Key Milestones

1. **Application**

Online Program Application and Certified Resolutions are due on or before June 2, 2023 at 4:00 p.m.

2. **Agreement**

Interlocal Agreement Deadline on or before July 7, 2023

3. **Request for Reimbursement**

Semi-Annual Request for Reimbursement is due on or before August 18, 2023

4. **Final Reimbursement**

Final Request for Reimbursement Deadline on or before February 29, 2024

**Submissions outside timeframes will be reviewed for consideration if County reimbursement funds are still available.*

Questions? Contact:

Eli Cooper cooperel@oakgov.com
(248) 975-9876

Updated on 4/25/2023

Program Funding Criteria & Eligibility

Limited reimbursement funds are available to communities with approved Oakland County 2023 Interim Local Transportation Reimbursement Program Applications. Funding shall be utilized to support eligible expenses for existing local public transportation services.

FUNDING SOURCE

Oakland County Transportation Millage	$500,000

ELIGIBLE MUNICIPALITIES

Oakland County cities, villages and townships that are eligible to participate in the program include:

- Brandon Township
- City of the Village of Clarkston
- Groveland Township
- Holly Township
- Village of Holly
- Independence Township
- Lake Angelus
- City of Novi
- Novi Township
- Village of Ortonville
- Rose Township
- Springfield Township
- Commerce Township
- Lyon Township
- City of South Lyon
- Milford Township
- Village of Milford
- City of Wixom
- City of Wolverine Lake
- City of Northville (portion)

MUNICIPAL CREDITS

State funding, pursuant to Michigan Public Act 51 of 1951, is made available to SMART, which passes funds on to local communities in the form of Municipal Credit funds. Oakland County 2023 Interim Local Transportation Reimbursement Program funds shall be used to supplement the Municipal Credits received from SMART for eligible public transportation expenses. The distribution formula of available reimbursement funds shall be based upon the following factors: Municipal Credits that an eligible community receives from SMART and the current municipal approved FY 2023 budgeted amount for public transportation services.

OTHER FUNDING

If an eligible community uses other funding sources in their transportation program including, but not limited to: Community Development Block Grant (CDBG), 5310- Enhanced Mobility of Seniors & Individuals with Disabilities Program, or Local Bus Operating Assistance Program, then those funds will also be factored into the distribution formula of available reimbursement funds.

FISCAL YEAR

If the fiscal year of an eligible community is not based on the calendar year, then any transportation services and/or budget not approved prior to December 31, 2022 must be provided to the County for approval prior to executing an Interlocal Agreement.

PROGRAM APPLICATION

A link to the online program application will be provided to elected officials of eligible communities via email in late April (anticipated).

Online Program Applications are due on or before June 2, 2023 at 4:00 p.m.

The community shall submit documentation for local transportation services, which may include:

- Local transportation budget approved by the local government on or before 12/31/2022
- If applicable, the 3rd party contract approved by the local government on or before 12/31/2022

INTERLOCAL AGREEMENT

- Participating communities will be required to execute an Interlocal Agreement.
- The Interlocal Agreement will be sent to the authorized community official after the application has been reviewed and approved by Oakland County.
- The County will provide a link to the authorized community official to review and electronically sign the agreement.
- The Interlocal Agreement must be received by the County on or before July 7, 2023.

ELIGIBLE EXPENSES

Eligible expenses must be directly related to transportation services in a current municipal budget or approved contract. These services may include, but are not limited to:

- Operator/Driver Wages
- Transit Vehicle Fuel
- Transit Vehicle Insurance
- Local Transportation Fares

ELIGIBILITY REQUIREMENTS

If a community seeks funding for local transportation reimbursement, the community must meet the following criteria:

- Must be a city, village or township in Oakland County
- Not served by a SMART fixed route
- Does not receive Community Credits from SMART*
- Not currently served by NOTA, WOTA or OPC
- Must have a current contract or transportation services currently budgeted in 2023
- Services shall be provided between January 1, 2023 – December 31, 2023

**Community Credits are funded by local property tax revenue that SMART provides to agencies across what was formerly known as "opt-in" areas. The Community Credits Program (CPP) directly supports specific purchased services that communities use to increase level of SMART service in their area.*

NON-ELIGIBLE EXPENSES

- Oakland County 2023 Interim Local Transportation Reimbursement Program administration or supervision expenses
- Taxi or ride share fees
- Dispatch Software

PROGRAM APPLICATION REVIEW CRITERIA

Program applications will be reviewed based on the following criteria:

- Clarity and completeness of the application
- Provides evidence of existing contract and/or budget for local transportation services
- Demonstrates that the Community's request meets the goals and requirements of the Oakland County 2023 Interim Local Transportation Reimbursement Program

REQUEST FOR REIMBURSEMENT

Communities shall submit a semi-annual Request for Reimbursement to the County, including, but not limited to, a brief narrative describing transportation services provided and associated paid invoices and/or budget expenditures demonstrating sufficient evidence that the services were provided in accordance with the Program Policies and is consistent with the Community's Application.

The County will provide links to online forms that communities will use to submit a Request for Reimbursement and documentation detailing the ridership, services provided and expenditures utilizing Program funding that will be approved by Oakland County Transit Division staff prior to receiving reimbursement.

Reimbursement funds not used during the program period will be forfeited and appropriated funds will be returned to the Oakland County Transportation Millage Fund.

The final request with documentation must be received by the County on or before February 29, 2024, in order for the County to disburse final reimbursement funds.

REIMBURSEMENT

If reimbursement funds are approved, the community will have an opportunity to request reimbursement on a semi-annual basis.

The FY2023 Oakland County 2023 Interim Local Transportation Reimbursement Program will be administered by the Oakland County Transit Division in the Department of Economic Development.

Sample Community Resolution

SAMPLE

WHEREAS the Oakland County Board of Commissioners has appropriated funds for the Oakland County 2023 Interim Local Transportation Reimbursement Program (the “Program”) for eligible cities, villages and townships in Oakland County; and

WHEREAS the Program seeks to assist eligible cities, villages and townships in Oakland County by providing limited reimbursement funds to maintain existing public transportation services; and

WHEREAS the __________________________ [Community Name] (the “Community”) wishes to submit an application to the Oakland County 2023 Interim Local Transportation Reimbursement Program for a total cost not to exceed $XXXX; and

WHEREAS the Oakland County 2023 Interim Local Transportation Reimbursement Program funds shall be used to supplement the Municipal Credits received from SMART for eligible public transportation expenses; and

WHEREAS the Reimbursement Program requires that _________________[Community Name] certify compliance with all Program requirements.

NOW THEREFORE BE IT RESOLVED the [Community Name] Council/Board hereby approves the completion and submission of the Oakland County 2023 Interim Local Transportation Reimbursement Program application to seek funding through the Program for a total project cost not to exceed $XXXX.

BE IT FURTHER RESOLVED that_______________________________[Community Name] shall supplement Program Reimbursement funds with Municipal Credits from SMART in an amount not to exceed $XXXX.

BE IT FURTHER RESOLVED if the Application is approved by Oakland County, the Community’s participation in the Program and the appropriation and expenditure of funds necessary or appropriate to fund its obligations under the Program as set forth in the Interlocal Agreement.

BE IT FURTHER RESOLVED that _______________________________[Community Name] will comply with the Program’s requirements, including submittal of semi-annual Request for Reimbursement including reports and other documentation as required by the County, as a condition to receiving reimbursement in accordance with the Program.

BE IT FURTHER RESOLVED that _______________________________________ [Name and Title of Person] will be authorized to sign all program-related documents on behalf of ____ [Community Name] and take any other action necessary or appropriate on the Community’s behalf to participate in the Program.

AYES: NAYS: ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by _________ of ____ at their regular meeting held on ______, 20__, at ____________a.m./p.m., with a quorum present.

___________________________________ ____________________

Clerk Date

2023 Euchre Tournament

The Novi Civic Center was filled with players anxiously waiting to be crowned this year's Older Adult Services Euchre Champion on Saturday, April 22. Sub sandwiches, potato salad, and chips were the meal. Cupcakes were munched on as everyone gathered around the score board to see who the next prize winner would be. Winners took home gift cards to several restaurants. The event's sponsor, Commonwealth Care Alliance, awarded a fleece jacket to one lucky raffle contestant.

The program met the departments core value of excellence providing a high quality opportunity for an afternoon of fun and a communal meal.

Euchre Tournament	Stats
Total Participants	47
Most lone hands per person	5
Games played	8
Number of winners	5
Program Supervisor	J Klein

The mission of the Parks, Recreation and Cultural Services Department is to provide exceptional park, recreation and cultural opportunities that are diverse and enhance lives.