



CITY OF NOVI
Administrative ePacket
December 26, 2024

Council Action/Attention

Departmental Updates

[Quarterly Investment Report - Johnson & Glenn](#)

[The Buzz Report](#)

For Your Information

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: CARL A. JOHNSON, JR., CFO
TINA GLENN, ASSISTANT CITY TREASURER
CC: CORTNEY HANSON, CITY CLERK
SUBJECT: QUARTERLY INVESTMENT REPORT – SEPTEMBER 30, 2024
DATE: NOVEMBER 19, 2024

Attached to this memo is the investment report for the City of Novi as of September 30, 2024. This memo outlines the investment factors and trends that were playing a role in our investment decisions for the second quarter of the fiscal year.

Nationally

According to the minutes of the Federal Open Market Committee (FOMC) meetings held on September 17-18, 2024, "The staff forecast at the September meeting was for the economy to remain solid, with real GDP growth about the same as in the forecast for the July meeting but the unemployment rate a little higher. Although real GDP growth in the second quarter was stronger than the staff had expected, the forecast for economic growth in the second half of this year was marked down, largely in response to recent softer-than-expected labor market indicators. The real GDP growth forecast for 2024 as a whole was little changed, though the unemployment rate was expected to be a little higher at the end of the year than previously forecast. Over 2025 through 2027, real GDP growth was expected to rise about in line with the staff's estimate of potential output growth. The unemployment rate was expected to remain roughly flat from 2025 through 2027. All told, supply and demand in labor and product markets were forecast to be more balanced and resource utilization less tight than they had been in recent years."¹

According to the Bureau of Labor Statistics News Release, "Total nonfarm payroll increased by 254,000 in September, and the unemployment rate changed little at 4.1 percent, the U.S. Bureau of Labor Statistics reported today. Employment continued to trend up in food services and drinking places, health care, government, social assistance, and construction."²

The City is continuing to invest pursuant to the Investment Policy and the Retirement Health Care Investment Policy. The City's funds are invested in a variety of instruments including commercial paper, money market accounts, certificates of deposit, agencies, and pooled accounts. The primary focus and order of priority is on safety of capital, liquidity, and lastly return on investment.

Risk

¹ <https://www.federalreserve.gov/monetarypolicy/files/fomcminutes20240918.pdf>

² <https://www.bls.gov/news.release/pdf/empst.pdf>

As required by the Governmental Accounting Standard Board, GASB 40 identifies several reporting and disclosure requirements for public funds that are designed to manage and limit risk in deposits and investments. These disclosures are only required as part of the year-end financial statements, the applicable risks are as follows:

Interest Rate Risk: Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of the investment or the government's cash flows. Disclosure of interest rate risk addresses the exposure of investments to changes in market value as interest rates increase or decrease from current levels. In accordance with the City investment policy, the City limits its exposure to possible decline in fair market value by controlling duration or maturities. Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs, considering large routine expenditures (payroll, debt service), as well as considering sizable blocks of anticipated revenue (taxes, state revenue sharing payments).

Credit Risk: Credit risk is the risk that the investment counterparty will not fulfill its promise to pay the government when required. There is credit risk associated with the financial institutions, brokers, and investment instruments the City does business with. The City's investment officer must also be held to the highest standards. The City's investment policy utilizes the prudent person rule: "Investments are made with judgment and care - under circumstances then prevailing - which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." Any commercial paper purchased must be rated within the highest classification established by at least two standard rating services. Obligations of the State or its subdivisions must be rated of investment grade by at least one rating service. Because the State of Michigan does not require collateralization of public funds, the City's policy restricts Certificates of Deposit investments to those with financial institutions that are members of the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Administration.

Concentration of Risk: Governments must disclose any single issuer that comprises more than 5% of the investment value in the portfolio. This disclosure is to ensure that there is proper diversification and not a concentration of public funds with any one issuer. While CD's and commercial paper are being used only occasionally for diversification, the City's funds are primarily invested in guaranteed accounts and treasuries. To reduce concentration risk, the City's investments are diversified amongst several highly rated financial institutions.

Investment Report

Attached is a summary listing of investments by issuer that the City held on September 30, 2024 (excluding Retiree Healthcare and Pension Investments that are not subject to Public Act 20 Investment Limitations). The listing includes the market value, type of investment, days to maturity, interest rate (yield) and amount of investment (book value). The book and market value for the Fifth Third checking account represents the bank balance on September 30, 2024, and does not include any month end reconciling items.

A comprehensive detailed listing of each investment's details and maturity date is maintained in the Treasurer's office. The report includes all investment accounts by issuer including all pooled fund accounts. Please note that all investments included in this report

are in accordance with the City's Investment Policy and State statutes and meet the City's investment objectives including Safety of Capital, Liquidity, and lastly Return on Investment.



City of Novi

Quarterly Investment Report

September 30, 2024

Investment Officer's Certification: This report is prepared for the City of Novi in accordance with Chapter 2256 of the Public Funds Investment Act (PFIA). Section 2256.023 (a) of the PFIA states that "Not less than quarterly, the investment officer shall prepare and submit to the governing body, a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report is signed by the Finance Director and includes the disclosures required in the PFIA. Market prices were obtained from Various Brokerage Accounts: Huntington Bank, UBS, Comerica, Fifth Third Securities and J. P. Morgan .

PERFORMANCE VALUES

TRR-MV	Total Rate of Return - Market Value	1.850%
Annualized TRR-MV	Annualized Total Rate of Return - Market Value	7.600%
YTM@Cost	Yield to Maturity @ Cost	3.744%

BENCHMARKS

Treasury 6 Month	4.550%
Treasury 1 Year	4.030%

FISCAL YEAR TO DATE

Investment Income	1,093,596
TRR-MV	1.850%

Security Sector	Face Amount/Shares	Market Value	Book Value	% of Portfolio	YTM @ Cost	Days To Maturity
Cash	2,337,597.18	2,337,597.18	2,337,597.18	2.02	0.00	1
Certificate Of Deposit	16,580,682.33	16,497,590.68	16,556,521.36	14.33	3.53	396
Corporate	3,000,000.00	2,982,903.68	2,981,350.03	2.58	5.49	42
Local Government Investment Pool	42,324,964.63	42,324,964.63	42,324,964.63	36.62	5.24	1
Money Market	10,831,804.89	10,831,804.89	10,831,804.89	9.37	5.10	1
Municipal	18,565,000.00	18,150,032.45	18,885,452.94	16.34	2.49	1,154
US Agency	21,695,000.00	21,249,964.10	21,647,458.58	18.73	1.56	352
Total / Average	115,335,049.03	114,374,857.61	115,565,149.61	100.00	3.74	313


Carl A. Johnson, Jr. -Finance Director / Treasurer, CFO

11/19/24
Date



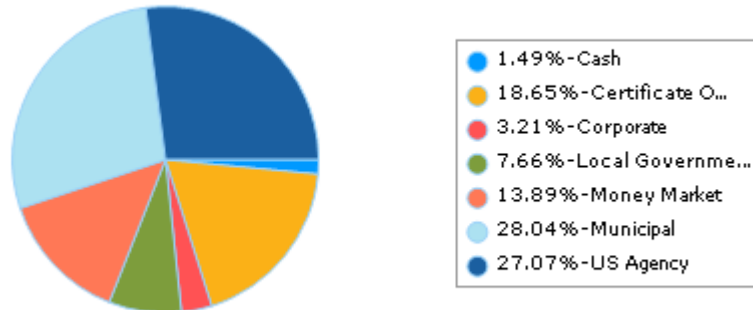
City of Novi Distribution by Security Sector - Market Value All Portfolios

Begin Date: 6/30/2024, End Date: 9/30/2024

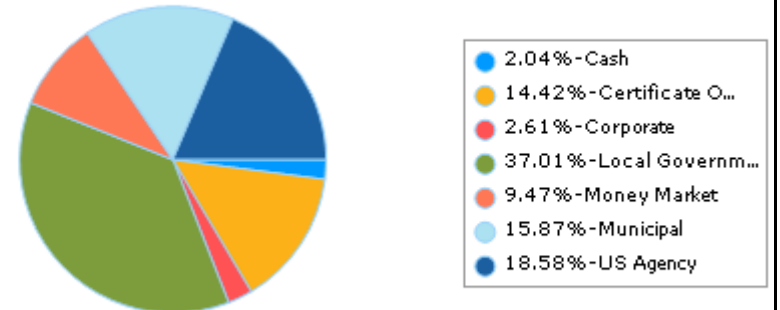
Security Sector Allocation

Security Sector	Market Value 6/30/2024	% of Portfolio 6/30/2024	Market Value 9/30/2024	% of Portfolio 9/30/2024
Cash	1,143,170.57	1.49	2,337,597.18	2.04
Certificate Of Deposit	14,356,949.55	18.65	16,497,590.68	14.42
Corporate	2,467,081.25	3.21	2,982,903.68	2.61
Local Government Investment Pool	5,896,418.14	7.66	42,324,964.63	37.01
Money Market	10,692,697.95	13.89	10,831,804.89	9.47
Municipal	21,581,320.45	28.04	18,150,032.45	15.87
US Agency	20,837,213.45	27.07	21,249,964.10	18.58
Total / Average	76,974,851.36	100.00	114,374,857.61	100.00

Portfolio Holdings as of 6/30/2024



Portfolio Holdings as of 9/30/2024





City of Novi

Distribution by Maturity Range - Market Value

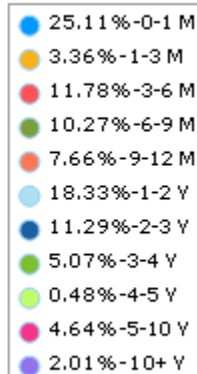
All Portfolios

Begin Date: 6/30/2024, End Date: 9/30/2024

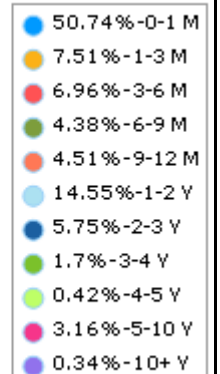
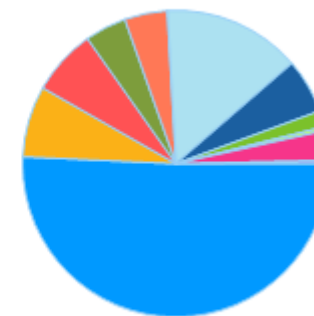
Maturity Range Allocation

Maturity Range	Market Value 6/30/2024	% of Portfolio 6/30/2024	Market Value 9/30/2024	% of Portfolio 9/30/2024
0-1 Month	19,325,291.66	25.11	58,031,979.73	50.74
1-3 Months	2,587,930.40	3.36	8,591,265.68	7.51
3-6 Months	9,064,722.33	11.78	7,956,590.00	6.96
6-9 Months	7,904,910.00	10.27	5,007,525.25	4.38
9-12 Months	5,897,586.15	7.66	5,161,861.90	4.51
1-2 Years	14,112,296.50	18.33	16,639,217.00	14.55
2-3 Years	8,690,930.72	11.29	6,575,269.40	5.75
3-4 Years	3,902,651.30	5.07	1,939,595.70	1.70
4-5 Years	370,449.70	0.48	475,519.05	0.42
5-10 Years	3,574,299.10	4.64	3,612,144.30	3.16
10+ Years	1,543,783.50	2.01	383,889.60	0.34
Total / Average	76,974,851.36	100.00	114,374,857.61	100.00

Portfolio Holdings as of 6/30/2024



Portfolio Holdings as of 9/30/2024



City of Novi
Investment Income - Market Value
Begin Date: 6/30/2024, End Date: 9/30/2024

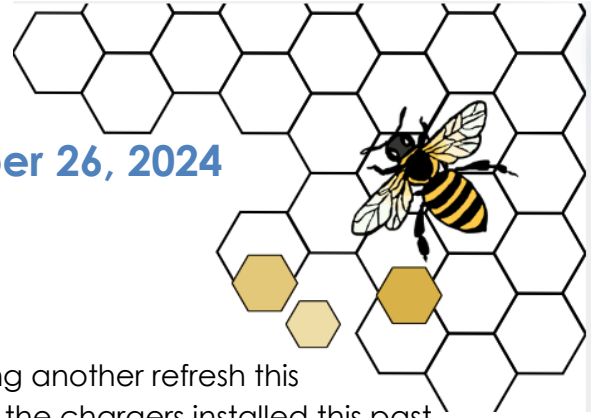
Description	Interest Earned During Period-MV	Unrealized Gain/Loss- MV	Realized Gain/Loss-MV	Investment Income-MV	TRR-MV	Annualized TRR-MV
Cash	0.00	0.00	0.00	0.00	0.00	0.00
Certificate Of Deposit	167,345.66	140,641.13	0.00	307,986.79	2.03	8.36
Corporate	0.00	32,867.66	35,594.12	68,461.78	1.47	5.99
Local Government Investment Pool	578,546.72	0.00	0.00	578,546.72	1.38	5.62
Money Market	139,106.98	0.00	0.00	139,106.98	1.30	5.31
Municipal	134,431.10	424,399.25	14,312.75	573,143.10	2.97	12.42
US Agency	74,166.00	412,750.65	0.00	486,916.65	2.33	9.66
Total / Average	1,093,596.46	1,010,658.69	49,906.87	2,154,162.02	1.85	7.60

City of Novi
Portfolio Holdings
As of 9/30/2024

Description	YTM @ Cost	Book Value	Market Value	Days To Maturity	Accrued Interest	% of Portfolio
Allendale MI Pub Sch Dist Unltd tax go ref bonds	1.757	1,025,288.38	880,230.00	2,588	8,898.61	0.87
Bank of America CD	5.000	1,000,000.00	1,017,520.00	599	17,945.21	0.87
Brookfield Infrastructure CP	5.738	993,118.89	993,900.00	44	0.00	0.87
Capital One NA	3.354	2,800,000.00	2,774,204.00	712	11,319.45	2.43
Charter Township of Commerce	2.630	290,000.00	290,000.00	1	3,792.31	0.25
Chippewa Valley Mich Schs	2.237	1,000,000.00	961,770.00	943	9,258.69	0.87
Chugach Electric CP	5.300	996,351.14	996,666.68	25	0.00	0.87
City of Ishpeming MI	1.800	307,863.81	277,614.05	1,674	2,549.97	0.26
Comerica	0.000	1.42	1.42	1	0.00	0.00
Federal Farm Credit Bank	1.220	2,223,092.17	2,167,431.40	316	2,007.19	1.94
Federal Home Loan Bank	1.646	16,936,275.40	16,640,437.70	373	48,707.48	14.70
FHLMC	1.419	1,489,672.02	1,455,705.00	316	1,200.00	1.30
Fifth Third	0.000	2,337,586.25	2,337,586.25	1	0.00	2.03
Flagstar Bank	5.550	2,000,000.00	2,000,000.00	113	48,049.32	1.73
Flagstar Bank CD	4.400	1,000,000.00	1,004,650.00	385	1,326.03	0.87
FNMA	1.057	998,418.99	986,390.00	121	965.83	0.87
Holly Mich Area School Dist	2.750	700,000.00	694,407.00	214	7,967.36	0.61
Homer Cmnty SD	2.400	814,544.71	787,653.30	943	12,996.11	0.68
Huntington National Bank	5.102	10,831,804.89	10,831,804.89	1	0.00	9.39
Jackson CNTY MI Transprt Fund Bond	2.455	256,862.37	233,791.20	2,253	2,958.34	0.21
Ken Mi Hosp Fin Auth	2.000	1,159,212.60	1,096,338.00	1,018	6,272.37	0.99
Kent MI Hosp Fin Auth Revenue	1.936	103,922.66	94,214.00	1,749	587.71	0.09
Macomb Cnty MI	2.739	1,396,949.74	1,300,234.00	2,223	22,200.17	1.13
Macomb Cnty-Ref	0.679	100,000.00	99,718.00	32	281.03	0.09
Michigan Class	5.235	42,322,481.07	42,322,481.07	1	0.00	36.70
Michigan Fin Auth	1.380	2,173,279.88	2,122,204.50	648	13,737.67	1.88
Michigan Finance Authority	5.183	1,743,600.28	1,745,462.25	244	8,709.01	1.55
Michigan St Fin Auth	1.412	1,289,173.96	1,235,132.50	646	4,773.55	1.08
Michigan St Hsg Dev Auth	2.340	90,411.65	84,998.30	2,618	941.26	0.07
Michigan State University Federal Credit Union	2.665	6,067,691.84	6,067,691.84	179	594,736.42	5.26
Morgan Stanley Bank	1.846	1,688,839.03	1,627,264.35	780	6,288.82	1.49
New Haven Community School	2.560	750,000.00	742,657.50	213	7,946.67	0.65
Oakland County	3.643	2,483.56	2,483.56	1	0.00	0.00
Oakland Univ Muni Bond	4.192	199,432.53	182,541.60	8,187	725.00	0.16
Oxford Cmnty Schs	2.000	200,010.05	199,646.00	32	1,705.22	0.17
Parchment SD	2.900	675,000.00	669,802.50	213	8,101.88	0.59
Salvation Army CP	5.429	991,880.00	992,337.00	56	0.00	0.87
State of Michigan	2.846	3,035,223.55	2,895,396.90	2,029	38,643.75	2.56
UBS Bank USA CD	3.800	1,000,000.00	999,910.00	718	1,249.32	0.87
Wayne MI ST UNiV	2.601	109,020.71	103,691.00	1,507	1,875.00	0.09
Wayne St Univ-A-TXBL	0.700	850,656.06	846,906.00	46	4,213.88	0.74
Wells Fargo Bank CD	5.400	1,000,000.00	1,006,360.00	226	2,367.12	0.87
Ypsilanti MI	3.185	615,000.00	605,623.85	771	8,106.85	0.53
Total / Average	3.744	115,565,149.61	114,374,857.61	307	913,404.60	100

Buzz Report

December 26, 2024



Hot Topics:

- **EV Charging Station Update**

The EV Chargers located at the Novi Public Library will be getting another refresh this week! Due to the recent closure/sale of [Enel X](#), the software for the chargers installed this past January are unfortunately no longer usable. The State Electric Company, who maintains our chargers, has luckily come up with a solution to keep everything powered up for the future and will be swapping out both stations for brand-new chargers this week. They anticipate that the new chargers will be installed and ready to go by the time Council receives this report. Updated directions for use will be on the new screens to assist users.

- **Liberty Park Speed Study**

At the request of citizens in Liberty Park neighborhood, Novi PD installed a speed sign on Declaration Drive (for northbound traffic) near Bartlett Drive from Monday, December 2 through Saturday, December 7 to gather speed data. A total of 4,032 cars traveled on Declaration during this time, with an average speed of 18.72 mph. Data indicates speeding is not an issue and staff have relayed the findings to our contact in Liberty Park. No further action is anticipated.

- **10 Mile/Novi Road Traffic Light**

There have been recent reports of the traffic light at Ten Mile and Novi Road malfunctioning, occasionally displaying a flashing red on all sides even at times of day when it shouldn't. The Road Commission for Oakland County (RCOC) is responsible for this signal and have already been contacted. As their monitoring panel was reporting no errors, they sent out a crew to investigate the issue on Monday, December 9th. No further report has been given to our offices from RCOC on the matter at this time, but we expect the problem has been resolved or is in the process of being so.

- **Bristol Corners Sidewalks**

Residents of Bristol Corners have recently contacted the City requesting reimbursement for sidewalk repairs they undertook themselves. This matter was previously considered by the Mobility Committee and the following was determined:

*For the duration of the Pilot Program, **the City will not provide reimbursement for sidewalk repair/replacement work performed outside of the NSRP; in other words, work completed privately by a homeowner or Homeowners Association**. Additionally, the City will not consider repair/replacement of sidewalk panels due to ponding or pooling water, assuming the two previously mentioned conditions per state law do not exist.*

Development Project Updates:

Map of Development projects

- **El Car Wash** (Former PNC Bank) – Grand River Ave/12 Mile Rd
The former PNC Bank located at 48648 Grand River Ave has been demolished and an El Car Wash will be being built on the site. The project has already received approvals from the Planning Commission ([4/10/24](#)) and Zoning Board of Appeals ([5/14/24](#)). Currently, a pre-construction meeting has been held and the building plans are in the final stages of review prior to permit issuance.
- **Cantaritos Fiesta Mexican Restaurant** (Former Chili's Grill & Bar) – 8 Mile/Haggerty Road
The former Chili's location in the City's southeast corner is planned to soon become a new Mexican restaurant following necessary renovations and upgrades to the interior of the building. The restaurant also has a location in Royal Oak that opened in May 2023. The building plans for the renovation were recently submitted and undergoing review.
- **Raising Cane's Chicken Fingers** (Former Wendy's) – Novi Rd/Grand River Ave
The Novi Wendy's location at 26245 Novi Rd recently closed as part of a company plan to shutter 140 locations nationwide. The Louisiana-based fast food chain Raising Cane's is planning to take over the space in the near future. Raising Cane's specializes in chicken fingers, crinkle-cut fries and Texas toast.
- **Porsche of Novi** – Grand River/Haggerty Road
Construction of an approx. 19,170 square foot, two-story Porsche car dealership (right next to the Audi Sales Center)
- **Audi Sales Center** (Former Jaguar dealership) – 10 Mile/Haggerty Road
The former Jaguar dealership located at 24295 Haggerty Rd is in the process of being converted to an Audi Sales Center. While it was initially planned for the old building to be demolished, the developer instead decided to repurpose the existing building and make minor site improvements to meet their goals and brand expectations instead. Currently the renovation is in full swing, and recently was approved for its "rough" building inspection.
- **Primrose School** (Former Whitehall nursing home) – 10 Mile/Novi Road
The former Whitehall nursing home at 43455 Ten Mile Rd has been demolished and Primrose School, a 13,586 square feet private preschool and daycare center, is currently being built on the former site. When completed, is estimated to be able to have 202 children during its peak hours.

The construction was previously limited only to foundation/flatwork while a hydrant was installed to make water available at the site. As of December 4th, the full building permit has been issued which will allow them to proceed with "vertical" construction.

Frequently Asked Questions:

Q: Why is the gate on LeBost closed even though it is winter? (returning issue)

A: In past years the breakaway gate on LeBost between Willowbrook Estates Subdivision and Willowbrook Farms No. 2 Subdivision was left open during Winter months for greater ease of access of snowplows and other winter maintenance equipment. However, following a renewal of interest (both for and against the gate) by residents late last winter it was decided that the gate would be kept closed all year long in order not to cause any confusion.

This is in keeping with what was contemplated by City Council when the Willowbrook Farms No. 2 plat was approved in the late 1990s, wherein a requirement for a "berm" was written into the subdivision restrictions recorded at the Oakland County Register of Deeds.

City of Novi Snowplow operators may temporarily open the gate to plow cleanly plow the street and will then close it before moving on to other areas.

Q: With the planned improvements to 9 Mile Road between Meadowbrook and Haggarty, when will the trees be removed?

A: Endangered species protections require the trees to be removed prior to March 31, 2025, to avoid disturbing bat nesting areas. The City's tree contractor will remove the trees this winter