



CITY OF NOVI
Administrative ePacket
September 19, 2024

Council Action/Attention

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For Your Information

MEMORANDUM



TO: MAYOR FISCHER AND CITY COUNCIL
FROM: CORTNEY HANSON, CITY CLERK
SUBJECT: A MORE RESPONSIVE GOVERNMENT 2024 GRANT PROGRAM
DATE: SEPTEMBER 19, 2024

In August of this year, the Institute for Responsive Government announced a grant program titled, "A More Responsive Government 2024 Grant Program." This grant program is open elections offices in a small number of states: Colorado, Delaware, Minnesota, New Mexico, Nevada, Washington D.C., and Michigan. These states were selected because of significant revisions made to election laws by the legislatures within those states in the past three years that made elections "...more responsive and user-friendly for voters and election administrators."

This grant comes at a time when elections offices all over Michigan are feeling the financial pressure caused by revisions to Michigan Election Law such as 9 days of early voting, early tabulation, and the permanent (absent voter) ballot list. These revisions to law have brought with them increases in training time, supplies, overtime for full-time employees, and postage. While the City of Novi fully funds and supports elections every year, these additional funds would make a big difference.

Grant award amounts are based exclusively upon the 2022 Citizen Voting Age Population of the local election office's jurisdiction, as measured by the U.S. Census Bureau. Since Novi's population falls within the 25,000-49,999 range, **Novi is eligible for \$30,000.** The grant application was minimal, and the guidelines for spending the grant funding are broad:

- Expenditures must be incurred June 1, 2024 to May 31, 2025
- Expenditures must be "...for the nonpartisan public purpose of planning and operationalizing secure, efficient, and accessible election administration."
- Examples of eligible expenditures include, but are not limited to: additional voting equipment; improvements to polling locations to increase accessibility; electronic poll book laptops; wages for temporary election personnel
- After the grant period ends, the City Clerk will provide a report to the Institute for Responsive Government itemizing the expenditures

In the grant application, the City Clerk listed some of the expected expenditures that would be covered by the grant funding. This list (although it is not a complete list at this time) includes:

- New, secure ballot drop box
- Wages for additional temporary election personnel

- Replacement poll booths for polling locations
- Test decks to test election equipment
- Miscellaneous supplies for precincts

The recommended approval of the grant will be place on the upcoming September 30, 2024 Agenda.

Current Planned Rezoning Overlays (PROs) in Progress

#	JSP	Planned Rezoning Overlay	Location	Property Size	Proposed Development	Original Zoning	New Zoning	PC Initial Review	CC Initial Review	PC Formal Action	CC Formal Action	PRO Agreement Status	Summary of Public Benefit	Comments/Status
18,737	JZ22-28	Elm Creek	Meadowbrook & 12 Mile	37.11 acres	Multifamily townhome units (121 units)	OST	RM-1	• 12/7/22 PC Meeting - Initial Public Hearing & discussion of eligibility • 10/11/23 PC Meeting - Initial Public Hearing & discussion of eligibility on revised plans	• 11/20/23 CC Meeting - Eligibility Discussion	• 4/24/24 PC Meeting - Public hearing, Recommended for Approval	• 5/20/24 - 1st Reading Approval granted • 10/14/24 - Tentative 2nd Reading	Under review by applicant	• Off-site Sidewalk Gap Construction (314 feet) • Preservation of 7.06 acres of Woodlands • Preservation of 3.02 acres of Wetlands • Nature trail and overlook amenity for residents • \$10k donation for Beacon Hill Trailhead improvements	• Initial PRO submitted October 2022 • Formal PRO submitted February 2024
18,740	JZ23-09	Novi-Ten	10 Mile & Novi Rd	34 acres	Multi-family residential (71 units) and 36,000 sf Commercial center	OS-1 & I-1	RM-1 & B-2	• 12/13/23 PC Meeting - Initial Public Hearing & discussion of eligibility on revised plans	• 4/8/24 CC Meeting - Eligibility Discussion	Public hearing scheduled: 10/30/24	Tentative 1st Reading: 11/25/24		• Pedestrian pathway and overlook amenity open to public • Preservation of 15+ acres of wooded marshland • Donation of Public Park land (size unclear) • Improvements to 10 Mile to mitigate impacts	• Initial PRO submitted March 2023 • Formal PRO submitted June 2024
18,743	JZ23-41	Sakura East	11 Mile & Meadowbrook	3.5 acres	Multi-family residential (45 units)	I-1	TC-1	• 12/13/23 PC Meeting - Initial Public Hearing & discussion of eligibility	• 2/7/24 CC Meeting - Eligibility Discussion	Public hearing scheduled: 10/16/24	Tentative 1st Reading: 11/12/24		• Wetland overlook amenity on City property • Wetland preservation (about 0.1 acre) • Exceeding open space requirements	• Initial PRO submitted October 2023 • Formal PRO submitted May 2024
18,744	JZ24-02	Jax Kar Wash	12 Mile & Cabaret Dr	1.6 acre	Car Wash	RC	B-3	• 4/24/24 PC Meeting - Initial Public Hearing & discussion of eligibility	• 6/3/24 CC Meeting - Eligibility Discussion	• 8/28/24 PC Meeting - Public hearing, Recommended for Approval	Tentative 1st Reading: 10/14/24		• Two public seating areas on 12 Mile • Two decorative walls	• Initial PRO submitted January 2024 • Formal PRO submitted June 2024
18,745	JZ24-31	The Grove	12 Mile & Meadowbrook	61.86 acres	438-unit multiple-family development with 3 unit types	OST	RM-2	Public hearing scheduled: 10/30/24	Tentative: 11/25/24				• Four public seating areas on 12 Mile and Meadowbrook frontage • Preservation of wetland areas	• Initial PRO submitted August 2024
18,746	JZ24-32	Feldman Kia	Grand River & Joseph Dr	4.88	Car Dealership	NCC	B-3	Public hearing scheduled: 10/16/24	Tentative: 11/25/25				• Three bench seating areas along Joseph Dr sidewalk with landscaping	• Initial PRO submitted August 2024

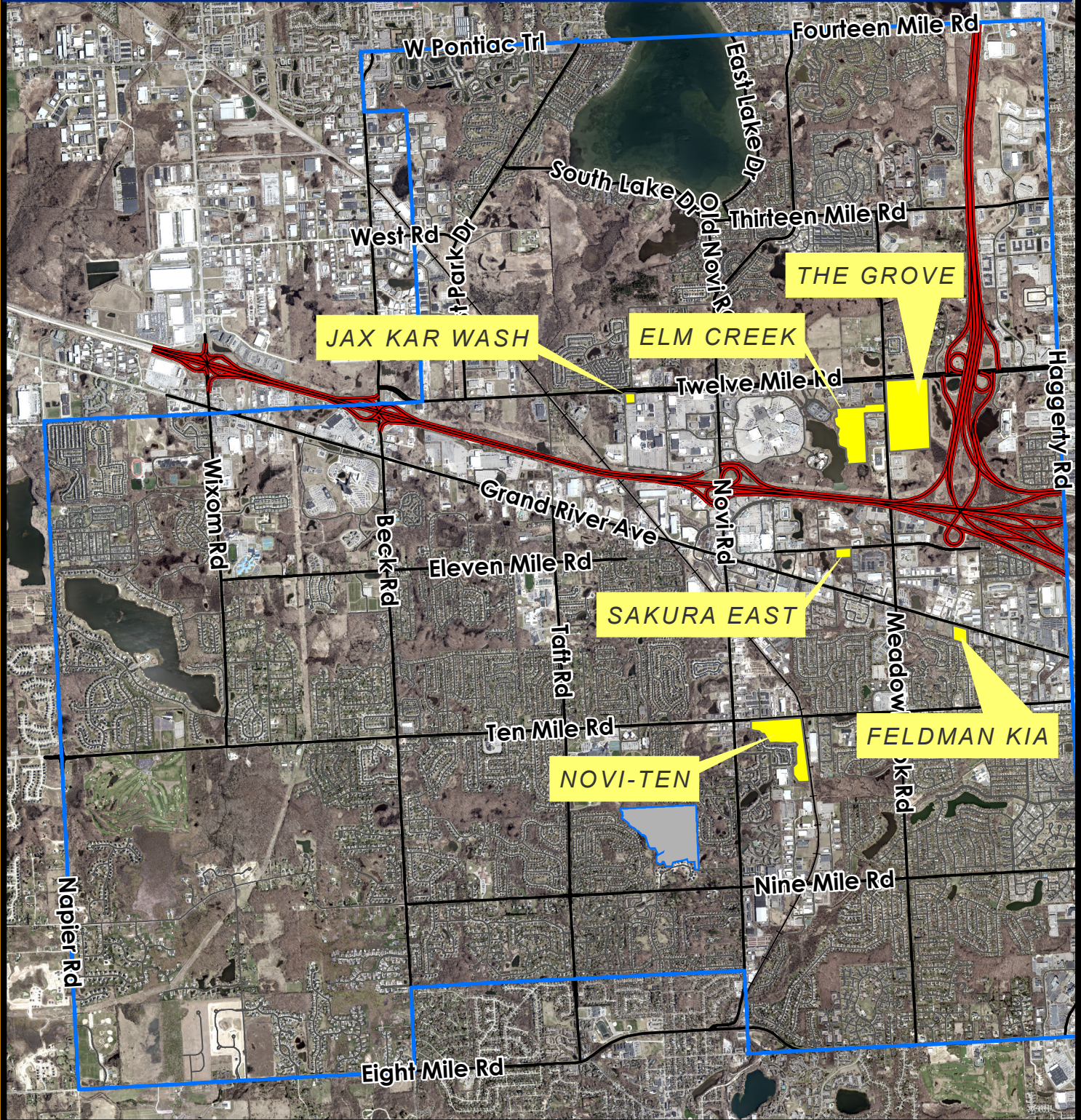
Mayor and Council –

Please see the comprehensive list of PRO applications currently in process. Just an FYI on what is currently in the works and where they stand.

- Victor

CURRENT PRO PLANS UNDER REVIEW

SEPTEMBER 2024



City of Novi

Community Development
City Hall / Civic Center
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org



1 inch = 4,417 feet

Map Author: Lindsay Bell
Date: 9/19/24
Project: PRO PROJECTS
Version #: 1

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.

MEMORANDUM



TO: ERICK ZINSER
DIRECTOR OF PUBLIC SAFETY / CHIEF OF POLICE

FROM: SCOTT BERKSETH
EMERGENCY MANAGEMENT COORDINATOR

SUBJECT: 2024 CERT BASIC TRAINING/ANNUAL PICNIC

DATE: SEPTEMBER 18, 2024

On September 10, 2024, the City of Novi CERT program began with the first of nine Basic CERT Disaster Preparedness Training sessions for the class of 2024. The 2024 class is comprised of nine CERT prospects, as well a new Novi CERT member who was the former head of the now defunct Farmington/Farmington Hills CERT program. Of the nine prospects, six reside in the City of Novi, one from Northville, one from Commerce Township, and one from South Lyon. The South Lyon prospect spent 40 years with the City of Novi Fire Department in which 8 of those years were served as a Fire Captain.

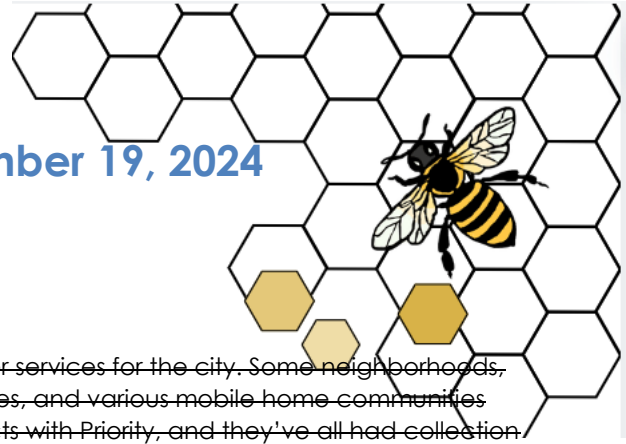
On September 14, 2024, the annual CERT picnic took place at Lakeshore Park. There were over 40 people in attendance. This included current CERT members, the 2024 prospects, and their respective families. The event went exceptional well with great weather, venue, food, and camaraderie. Several members expressed how much they appreciated your attendance and words of welcoming and gratitude, as well as that of Chief Martin, and how much it meant to them to have the both of you present and stay for the entire event.

Below are some photos taken during the first day of Basic Training, as well as at the picnic.



Buzz Report

September 19, 2024



Hot Topics:

- **Priority Waste**

Priority Waste purchased GFL, our contracted trash provider, and took over services for the city. Some neighborhoods, like Central Park Estates, Applegate Condominiums, Lakewood Parkhomes, and various mobile home communities etc., are not part of the City's contract. They each have separate contracts with Priority, and they've all had collection issues (like collection not happening or being delayed). The latest to experience this is Lakewood, which uses community dumping locations throughout the complex. Obviously, with trash being out for a week or more, issues can occur. By the time this report hits email boxes, we're optimistic that collection would have occurred.

UPDATE: As of Tuesday, September 10th, Priority was able to remove 70%. We are still looking for confirmation for the remaining 30%

Confirmed all has been collected. However, Applegate Town Homes are now in the same situation.

- **Pickleball**

New Courts: Constructed and are up and running at Meadowbrook Commons. Additional pickleball courts are nearly complete in Wildlife Woods Park. Target date for completion is October 2024.

Bristol Corners: The association told neighbors in the March newsletter that the tennis courts would be resurfaced. After work began, a worker told a neighbor they were installing pickleball courts. Residents as close to 7 homes away can hear the pickleball noise clearly. Also, there is considerably more traffic and yelling with two pickle courts vs. the one tennis court that was replaced. Code Compliance has committed to measuring decibel levels to see if players are exceeding allowable levels; however, use of the court does not fall under the purview of the City. Pickleball, tennis, soccer, tennis, even if individuals bring a portable basketball hoop and play a game of pickup, as long as the physical space of the court isn't changed (size), we do not get involved.

Residents are still very much upset by this change facilitated by the HOA. Code Compliance is following up on concerns

- **Property Maintenance Program**

The City of Novi's Neighborhood Property Maintenance Program, launched in 2018, aims to maintain and increase housing values by applying the International Property Maintenance Code to property exteriors. The program works with homeowners through initial communication and inspections, addressing issues individually and connecting residents with resources when needed without issuing civil infractions. A background of the efforts thus far can [be found here](#)

- **Disorderly Resident**

On August 21, 2024, Megha Dave, a Novi resident, was arrested at the Civic Center parking lot after displaying aggressive and disorderly behavior toward citizens, resisting detention, and striking an officer. Following her arrest, she made statements requiring transport to Ascension Providence for a mental health evaluation. Ms. Dave has previously visited numerous front-facing Department counters at the Civic Center, making threatening comments after disagreeing about the price of her water bill. Civic Center employees were advised to contact the police if she came to the counter; this was all before her arrest.

- **Camden Court (Nov and 13 Mile Road)**

Thirty-eight (38) No Parking Signs are being re-installed at the request of the HOA. It goes back to the construction of the subdivision back in 2005 and really centers around the width of the streets; in order to get a fire truck in and around the neighborhood, the parking needs to be regulated; there really is not enough room with the narrow streets. Specifically, the City code states that fire apparatus access roads must have a minimum unobstructed width of 20 feet, and the streets in Camden Court do not provide that unless parking is prohibited in spots. Some residents are very

upset about the signs going back up. We've engage the City Attorney's office for assistance and guidance.

Frequently Asked Questions:

Q: What is happening with the car wash at 10/Meadowbrook?

A: Pure Car Wash faced some delays with receiving a transformer, but they are now open.

Q: What is happening with the former nursing home at 10/Novi?

A: The former Whitehall nursing home has been demolished. Currently, a daycare center is being proposed at the former site. Previously, a swim school was supposed to accompany the daycare, but that plan has been abandoned. The proposed daycare center is 13,586 square feet and is estimated to have 202 children during its peak hours.

Next Steps: Final Stamping Set submittal

Q: What are the high-level road updates (end dates/major changes to closures) for the summer?

A: ~~Wixom~~
~~Beck~~
~~Meadowbrook~~
~~Grand River (RCOC Project)~~
I-96, slated for completion October/November

Q: Why have passport services stopped/When will they resume?

A: Passport services are paused for election services and are expected to resume in early December.

Q: When does voting begin?

A: Ballots are first mailed on September 26. Early voting will run from October 26 through November 3. On November 4 absent voter ballots may be voted in-person at the City Clerk's Office. November 5 is the official date of the Presidential Election.

Q: What are the teal ribbons on trees

A: **Tie Michigan Teal** brings ovarian cancer awareness to cities throughout Michigan in September during Ovarian Cancer Awareness Month. The campaign consists of volunteers tying teal ribbons on lamps, posts, benches, and business areas. The event is held during the month of September, which has been declared National Ovarian Cancer Awareness Month. There is no cost to the city, and the ribbons are taken down at the end of the month.

Jessica's Splash Pad

2024 Season Wrap-Up



General Information

- ❖ VIP Grand Opening on Saturday, May 18
- ❖ Opened for the season on Saturday, May 25
- ❖ Closed for the season on Monday, September 2
- ❖ Daily hours are 10am to 8pm
- ❖ Jessica's Splash Pad operated with a maximum capacity of 100 people on the Splash Pad surface.



Staffing Model

Parks Maintenance: Daily deep cleaning of the facilities, stock restrooms, trash removal, conducting chemical testing in the mornings daily and at noon on weekdays. Main contacts for mechanical issues with the Splash Pad equipment.



Site Supervisors: Provided customer service for Splash Pad visitors, enforced rules & policies, maintained hourly headcount, light cleaning of the facilities, chemical testing weekends at noon and daily at 6pm, opened and secured the facility

Inspection Reports

As part of the Oakland County Health Department requirement for pools and water parks, Jessica's Splash Pad was required to record the pH and chlorine levels three times daily - 9am, 12pm, and 6pm.

Chemical logs were sent on a monthly basis to Oakland County Health Department on time and without issue.



Splash Pad by the Numbers - May

Splash Pad Usage							
	25	26	27	28	29	30	31
####	N/A	0	4	Closed M	Closed M	x	1
####	N/A	0		Closed M	Closed M	0	11
####	N/A	0		Closed M	Closed M	0	16
1:00	N/A	25		Closed M	Closed M	1	33
2:00	N/A	62		Closed M	Closed M	13	36
3:00	N/A	87		Closed M	Closed M	24	34
4:00	N/A	61		Closed M	Closed M	8	36
5:00	N/A	28		Closed M	Closed M	11	54
6:00	N/A	11		Closed M	Closed M	15	64
7:00	N/A	closed W		Closed M	Closed M	18	32
8:00	N/A	closed W		Closed M	Closed M	7	8
Day Total		274				97	325



Closures:

- ❖ Sunday, May 26 in the AM due to chemical levels
- ❖ Monday, May 27 due to low temperatures
- ❖ Tuesday, May 28 and Wednesday, May 29 due to mechanical issues

Splash Pad by the Numbers - June

Splash Pad Usage																																		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
10:00	3	c l o s e d	5	N o i n f o r m a t i o n		0	c l o s e d	8	0	c l o s e d	1	20	8	46	4	2	23	4	30	16	4	10	2	no information										
11:00	21		28			40		21	14		6	62	49	120	35	26	42	26	72	65	84	71	2											
12:00	15		22			49		14	9		16	56	54	100	42	69	36	63	46	10	0	65	21											
1:00	24		24			24		14	15		29	78	80	60	18	50	38	38	29	44	15	49	31											
2:00	37		13			22		24	12		38	93	94	104	43	30	33	25	42	25	12	51	35											
3:00	70		4		5			18	12		15	8	0	52	130	44	93	70	45	56	17	92	39									46	72	26
4:00	19		3					6	0		27	14	5	28	84	96	96	77	76	37	14	52	32									32	67	10
5:00	12		8					28	0		5	0	7	25	87	72	79	67	47	52	7	59	17									31	81	30
6:00	15		5					4	0		5	0	6	18	44	28	62	41	40	43	23	67	13									44	41	10
7:00	3		0					20	0		0	0	3	12	35		74	28	45	38	12	62	26									31	35	8
8:00	0	0				0	0	0	0	0	0	0	closed	0	20	0	0	0	0	0	0	0												
day total	219	20				211	12	133	72	21	225	689	525	834	445	430	398	229	551	287	299	542	175											
Notes																																		

Closure Notes:

- ❖ June 3 - due to rain
- ❖ June 4 & 5 - due to low temperatures
- ❖ June 10 - due to staffing

June 24-30 headcount form was not submitted due to construction in the Splash Pad mechanical building.

Splash Pad by the Numbers - July

Splash Pad Usage																																
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
AM temp								77S	79C		70S	70R	77	75C	73C	73S	70S	64S		72S	68S	70C	74S	66C	68S	67S	69S	78S	75 R	70	79S	
11:00	6	14	33	37	20	0	36	40	17	c l o s e d	34	17	60	27	0	49	11	11	0	31	18	32	42	8	27	39	41	33	0	0	88	
12:00	3	12	47	51	78	2	30	66	1		24	35	42	47	32	58	25	4	29	43	20	48	35	11	30	51	66	25	19	15	97	
1:00	12	22	23	93	15	6	58	45	25		29	44	33	38	31	46	9	6	9	48	31	68	46	0	18	67	58	20	17	15	71	
2:00	17	42	45	70	11	7	47	47	31		42	57	44	32	46	63	42	19	12	27	40	43	53	2	22	52	36	30	19	27	70	
PM Temp								85	80C		79S	80S	86S	85	81S	83S	81C	71S		78C	83C		82C	72C	76C	77S	81S	87S	81S	81	88C	
3:00	16	33	71	15	8	14	30	42	24		C l o s e d	30	37	40	11	33	69	8	6	7	36	17	C l o s e d	11	0	60	39	58	58	13	6	55
4:00	23	22	72	18	20	20	50	41	25			55	45	26	35	52	27	14	12	58	21	20		9	32	43	42	96	7	0	67	
5:00	33	0	40	7	12	23	45	33	22			42	35	14	47	62	30	17	53	25	11	27		11	16	38	77	75	14	15	47	
6:00	19	4	27	5	18	32	25	24	14			63	29	17	45	48	32	12	29	14	14	26		17	32	33	70	48	16	3	55	
7:00	12	2	15	0	13	6	11	23	25			52	22	16	26	37	24	0	23	22	3	17		10	0	29	44	56	0	7	15	
8:00	0	0	0	0	0	0	0	0	d	0		20	0	0	0	0	0	0	0	15	0	0		0	0	0	0	0	0	0	3	0
day total	141	151	373	296	195	110	332	446				245	422	350	313	295	484	208	89	174	319	175		191	277	68	237	391	492	441	105	172

Closure Notes:

- ❖ July 9 PM - due to rain
- ❖ July 10 - due to rain
- ❖ July 22 - due to rain

To assist with getting more accurate headcount data, Site Supervisors began recording the temperature and weather conditions at the beginning of each shift.

S	Sunny
C	Cloudy
R	Rainy

Splash Pad by the Numbers - August & September

Splash Pad Usage																																		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	
Temp AM	78S	74C	77S	78S	n/a		n/a	n/a	n/a	n/a	n/a	66S	70S	72S	70C	72C	72C	71C	74C		69S	69S	68S	n/a		63C	62C	63S	60S	70S	71C	72C	60S	
10:00					3	closed for rain	6	2	0	2	5														no information									
11:00	43	3	52	65	6		0	32	27	29	6	12	5	19	32	0	6	0	25		25	30	30	3			0	0	0	2	1	13	23	0
12:00	21	6	49	60	8		0	16	24	9	4	12	7	27	42	0	4	0	n/a		27	37	46	6			0	0	0	5	4	20	16	0
1:00	27	0	42	28	5		23	19	15	12	3	25	10	16	30	0	0	0	n/a		31	57	43	8			0	2	3	4	5	22	19	5
2:00	32	3	54	60	37		14	23	26	7	3	19	21	33	25	Closed for weather	2	0	n/a		39	56	21	37			4	0	0	14	2	23	27	4
Temp PM	88C	88C	85S	85S	n/a		n/a	n/a	n/a	n/a	n/a	78S	81S	83S	82C		74R		84S		78S	80C		73C			70C	67	71S	75S	78S	83S	85S	67S
3:00	28	10	48	61	22		0	47	0	12	4	14	52	48	36		0	0	5		42	42	Closed for weather	4			2	0	0	7	16	32	70	0
4:00	42	1	45	80	29		15	38	0	53	3	21	39	36	20		9	0	5		28	36		4			0	0	2	25	17	13	104	0
5:00	47	0	42	78	36		26	23	0	39	0	10	37	25	11		20	0	17		13	33		0			2	3	0	18	6	18	87	3
6:00	20	0	30	53	42		17	27	0	25	0	17	11	18	9		12	0	2		6	21		4			0	4	0	4	5	13	21	0
7:00	25	6	0	28	16	2	6	0	12	0	25	4	21	2	0	0	7		25	33	3			5	0	0	0	2	5	32	0			
8:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0			0	0	0	0	0	0	0	0		
day total	285	29	362	513	204		103	233	92	200	28	155	186	243	207	0	53		61		236	345	140	69		13	76	5	79	58	159	399	12	

- Closure Notes:
- ❖ August 6 - due to rain
 - ❖ August 16 PM - due to rain
 - ❖ August 20 - due to rain
 - ❖ August 23 PM - due to rain
- *No headcounts were submitted for August 25 due to a recording error

S

Sunny

C

Cloudy

R

Rainy

Data Trends

- Most attended time of day: 11am-2pm & 5-6pm
- Least attended time of day: 10-11am & 7-8pm
- Most attended day of the week: Wednesdays, averaging roughly 304 people per day
- Least attended day of the week: Mondays, averaging roughly 145 people per day

Large Groups

While large groups (field trips) were discouraged due to the capacity of the Splash Pad, there were approximately 10 larger groups that visited the Splash Pad without notice. No capacity issues were reported when these groups arrived.

PRCS Administration followed up with groups to explain our policy and also fielded many calls about rentals and trips.



Weather Practices

For the first season of operation, no formal weather policy was set in order to observe trends and data of visitors. Current practice:

- ❖ **Rain:** remained open in light rain conditions; more moderate to heavy/severe rain would warrant a closure depending on the duration.
- ❖ **Lightning:** an immediate closure would occur and would remain closed for 30 minutes from the last sound or sight of lightning/thunder.
- ❖ **Low Temperatures:** there was no set policy for low temperatures, but the Splash Pad was closed several times due to low temperatures at the beginning of the season due to lack of visitors.

Neighboring Splash Pads follow similar practices for rain but indicated low temperature decisions were based on humidity and overall temperature. Some closed if the temperature or “feels like” temperature was below 65-70 degrees.

First Year Challenges

- **Children Throwing Shoes/Toys in the Bucket**
 - A step ladder and a grabber tool is now kept at the Splash Pad
- **Weather Hotline for Closures**
 - A dedicated Splash Pad hotline was created and updated when the Splash Pad would be closed due to weather, mechanical issues, or staffing
- **Splash Pad Keys accessibility on site**
 - Staff reporting to the Splash Pad now have access to a key box on site instead of reporting to the Civic Center daily
- **Shade for attendant**
 - An umbrella was purchased for staff use as they are on-site in the elements for extended amounts of time
- **Parks Maintenance**
 - UV Sanitizer Unit required several maintenance calls
 - Completion of punch list items: mechanical doors and frame, landscaping

2025 Considerations

- Establish official weather policy
- Create a large group/field trip policy
- Review Splash Pad usage rules (i.e. food, outside toys)
- Re-assess Splash Pad hours of operation
- Add shade to pergolas and/or umbrellas to tables

Save the Date!

Jessica's Splash Pad will reopen for the 2025 season on Saturday, May 24!

