



CITY COUNCIL AGENDA

CITY OF NOVI
Regular City Council Meeting

January 08, 2024 | 7:00 PM

Council Chambers | Novi Civic Center | 45175 Ten Mile Road
(248) 347-0460

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL – Mayor Fischer, Mayor Pro Tem Casey, Council Members Heintz, Gurumurthy, Smith, Staudt, Thomas

APPROVAL OF AGENDA

PUBLIC HEARINGS

PRESENTATIONS

[Novi](#) Public Library Annual Report - Julie Farkas, Library Director

REPORTS

1. Manager/Staff
2. Attorney

AUDIENCE COMMENT – In order to hear all citizen comments at a reasonable hour, the City Council requests that speakers respect the three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to the City Clerk's Office no later than 12:00 P.M. the day of the meeting. The materials cannot be changed before the meeting.

CONSENT AGENDA REMOVALS AND APPROVALS – All items listed under Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered at the end of the normal Agenda.

MATTERS FOR COUNCIL ACTION

- [1.](#) Appointments to Boards and Commissions
- [2.](#) Consideration of approval to award the construction contract to True North Asphalt, the low bidder, for the Lakeshore Park Parking Lot Reconstruction project, in the amount of \$270,115.90.

CONSENT AGENDA REMOVALS FOR COUNCIL ACTION – Consent Agenda items which have been removed for discussion and/or action.

AUDIENCE COMMENT – In order to hear all citizen comments at a reasonable hour, the City Council requests that speakers respect the three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to the City Clerk's Office no later than 12:00 P.M. the day of the meeting. The materials cannot be changed before the meeting.

COMMITTEE REPORTS

MAYOR AND COUNCIL ISSUES

1. Appointments to Council Committees

COMMUNICATIONS

CONSENT AGENDA – Background information for Consent Agenda items is available for review at the City Clerk's Office.

- A. Approve Minutes of:
December 18, 2023 - Regular Meeting
- B. Approval of a Street Lighting Purchase Agreement with Detroit Edison Company for the installation and ongoing operation cost of two (2) decorative streetlights located at each entrance of the Ballantyne Subdivision and approval of an agreement with Pulte Homes of Michigan, LLC for the sharing of installation and ongoing operation costs per the City's Street Lighting Policy.
- C. Approval of Text Amendment 18.303 to amend Section 7.1, Nonconformities, of the Zoning Ordinance to provide the option for expanding a nonconforming use through a Special Land Use to be considered and potentially approved by Planning Commission after a public hearing. **SECOND READING**
- D. Approval of a resolution to renew the Older Adult Needs Committee.
- E. Approval of a resolution to renew the Public Safety Building Needs Committee.
- F. Enter Executive Session immediately following the regular meeting of January 8, 2024, in the Council Annex for confidential written correspondence from legal counsel and to discuss union negotiations.
- G. Approval of claims and warrants – Warrant 1147

ADJOURNMENT

SCHEDULED MEETINGS – All Regular Council meetings are held in the Council Chambers unless otherwise noted. For a complete listing of scheduled meetings, please visit the Event Calendar at cityofnovi.org.

NOTICE: *People with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk (248) 347-0456 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.*



ANNUAL REPORT

Fiscal Year 2022- 2023



Regaining The High Ground

This past year, we have seen a great recovery at the Novi Public Library from the events during the pandemic and thereafter. I am happy to report that the Library has returned to full staffing levels with some promotions and new hires. Although we reduced some Sunday hours this past summer to address the shortage of staff, we do not anticipate having to do that in the future. Even during a time of short staff, the Library continued its extensive programs and increased its book and media loans and attendance levels. In the month of July, over 1,700 patrons entered the Library on an average daily basis due in part to electrical and power outages in the area. The Library averages 60,000 checkouts per month.

The Library Board engaged a consultant, Rethinking Libraries, to help create a long-term strategy to plan for the anticipated needs and to serve the existing and changing needs of Novi residents. I thank you if you participated in any of the surveys or the community focus group sessions to help formulate those long-term strategies.

It has become clear now that the Library is fully staffed and with high demand for its services, the annual budget surplus in the past will slowly become annual budget deficits in the future. The Library has been very fortunate that with years of surplus, a healthy reserve has accumulated to operate with some deficits in the next few years and still provide its first class services to the community. Although the Library building may look brand new, thanks to its dedicated staff, it is now over 13 years old and will require various capital replacements and repairs in the future. We look forward to finding new funding sources to continue and expand first class services which the community expects and deserves. This comes at the same time that the current millage, which funds the Library building, will expire.

I have to mention that libraries in general are now unfortunately facing a large number of book challenges and proposed book bans. The Novi Public Library has been proactive and continues to update its policies. Staff has attended several training seminars to properly deal with these ongoing issues in libraries.

I wish to thank my fellow dedicated Library Board Trustees. Director Farkas, Friends of the Novi Public Library, the entire Library staff, supportive residents and businesses, the immense support and assistance of City staff, City Council and Mayor Gatt for making the Novi Public Library one of the best and true gems in the City of Novi.

If you do not have a library card in your wallet or on your phone, I urge you to obtain one today!



*Mark Sturing,
Library Board President*

22/23 BY THE NUMBERS

A snapshot of how our community used their library in 2022-2023



4,167
new library cards issued



388,677
visits to the library

161,205



total items in our collection



36,914
program participants

560,339
computer logins



836,089

total checkouts



709,571 physical

126,518 digital



382
meeting room rentals



490
NPL @ Your Door items delivered

4,080
Teen Space visits



756

items checked out from Lakeshore Lending Library



1,956



summer reading participants

22,072
registered library card holders



2,659



iCube Makerspace training sessions

42,314



books read during summer reading



\$23,428.56

raised in program and event sponsorships, in-kind and general donations, and grants

\$10,000.00

Community Financial Credit Union
Lakeshore Lending Library

\$3,489.57

general donations 271 account, grants and in-kind donations

\$5,660.00

general donations 272 account

\$4,278.99

raised in program and event sponsorship



\$29,620

friends of NPL donations for programs, services, & technology

Strategic Planning

In Fall 2022, the Novi Public Library began working with Rethinking Libraries to engage with the Novi community for feedback for a new Five Year Strategic Plan. Feedback was gathered through a survey and multiple focus group sessions.

The following information came from the feedback from Novi residents, local leaders, business owners, partners, and staff, and will guide the Novi Public Library for the next five years. The Library Board approved this work in July 2023.

Mission

Cultivate Learning
Inspire Creativity
Foster Inclusivity

Vision

A vital community hub
for enrichment, exploration
and understanding.



Values

Welcoming and Inclusive Environment:

We embrace all voices and value diverse perspectives.

Community Focus: We engage through spaces, programs and services to support our community.

Collaboration: We explore partnerships to better connect resources and serve beyond our walls.

Innovation: We evolve with changing needs and are open-minded and adaptable.

Learning: We empower lifelong learners as they discover and cultivate their passions.

Creativity: We encourage adventure and wonder in all we do.



Focus Areas



Align Funding & Services

Share with the community the current gap between service expectations/needs and funding levels and explore opportunities to align funding to the service needs and expectations of the community.



Adapt Resources, Services & Facilities

Explore & develop efforts that optimize the quality, usability and community alignment of Library resources and facilities and ensure the community's aware of these resources, services & programs.



Improve Internal Communications

Improve processes and internal communications and expand decision input across the organization to keep service levels in-line with resources.



Staff Investment & Retention

Invest more in the Library staff to improve effectiveness, efficiency and job satisfaction to meet the current and future needs of the community.

Achievements 2022-2023

Unveiled new technology in the iCube Makerspace such as a graphics tablet, photo printer, Adobe computers, and more

Connected with Novi residents, community leaders, business owners, library partners and staff for feedback about library services strategic planning process to outline the next 5 years of library service

Received the Community Builder Award from the Michigan Association for Media in Education (MAME) in August 2022



Hosted spring Community Reads with Dr. Devorah Heitner, author of *Screenwise: Helping Kids Thrive (and Survive) in Their Digital World*, in partnership with the Novi Community School District and the Neighborhood Library Association in October 2022

Upgraded library's phone system in December 2022

Secured a new AC unit for the server room in January 2023

Held first annual Tiny Art Show in April 2023

Approved permanently fine free by Library Board in May 2023

Partnered with Dear Asian Youth Novi and Parks and Recreation for an AAPI Festival in May 2023

Increased accessibility on novilibrary.org with the ReciteMe toolbar, launched June 2023

Achieved a Summer Reading Kick Off party that saw 1,400 guests in attendance in June 2023

Launched new library app called myLIBRO in June 2023

Opened a fourth Read Box at Brookfarm Park, in partnership with Willowbrook HOA in May 2023



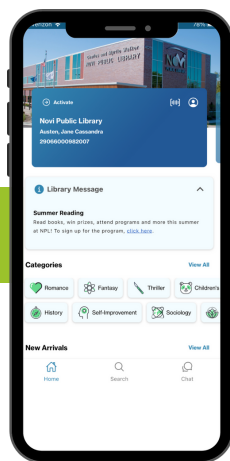
Looking Forward 2023-2024

Introducing new vision, mission and values statements along with a five year strategic plan

Hosting a fall Community Reads event in partnership with the Novi Community School District and the Neighborhood Library Association in October 2023

Updating library technology such as WiFi, printers/copiers and security cameras

Offering an additional study room to the 2nd floor, bringing the total to 10

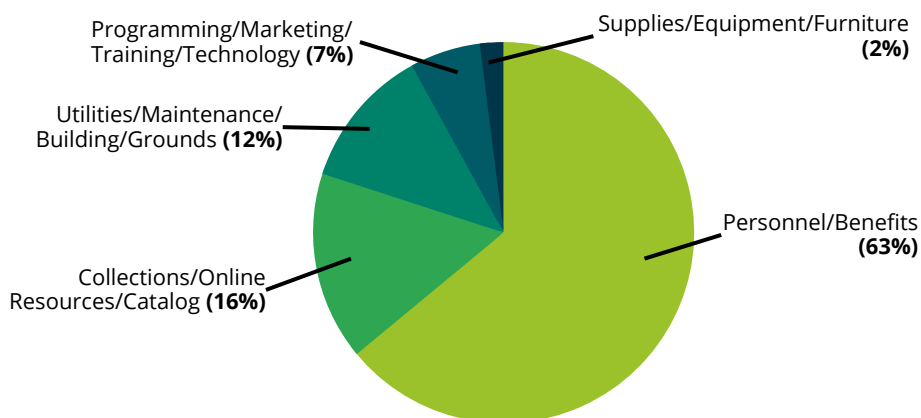




July 2022- June 2023 Financial Summary

(Audited: October 31, 2023)

271 - Library General Fund



Personnel/Benefits (63%)	\$2,172,053.70
Collections/Online Resources/Catalog (16%)	\$549,578.84
Utilities/Maintenance/Building/Grounds (12%)	\$430,158.39
Programming/Marketing/Training/Technology (7%)	\$251,868.08
Supplies/Equipment/Furniture (2%)	\$69,056.77
Total Expenditures	\$3,472,715.78
Total Revenue	\$3,507,953.84
Ending Fund Balance	\$2,598,740.02

272 - Library Contributed Fund

Total Expenditures	\$18,399.05
Total Revenue	\$60,930.71
Ending Fund Balance	\$1,698,587.00

Our Leadership



Mark Sturing
President



Kathy Crawford
Vice President



Sreeny Cherukuri
Treasurer



Brian Bartlett
Secretary



Priya Gurumurthy
Trustee



Kat Dooley
Trustee



Ajeeta Gawalapu
Trustee



Julie Farkas
Library Director



Abhay Kakarla
Student
Representative



CITY OF NOVI CITY COUNCIL
JANUARY 8, 2024

SUBJECT: Appointments to Boards and Commissions

SUBMITTING DEPARTMENT: Enter submitting department here

BACKGROUND INFORMATION:

Presentations for Boards and Commissions candidates were held Monday, December 18, 2023. Attached is the ballot for appointments to Boards and Commissions, Council interview memo, presentation draft minutes, candidates' applications, and the current Booklet List.

RECOMMENDED ACTION: Appointments to Boards and Commissions

MEMORANDUM



TO: MAYOR FISCHER AND COUNCIL MEMBERS
CC: CORTNEY HANSON, CITY CLERK
FROM: MELISSA MORRIS, DEPUTY CITY CLERK
SUBJECT: PRESENTATIONS FOR BOARDS AND COMMISSIONS
DATE: DECEMBER 14, 2023

Attached please find applications for the current openings on Boards and Commissions along with a ratings sheet and current Boards & Commissions Booklet List. Applicants for Board of Review and Zoning Board of Appeals were interviewed on December 11, 2023. The remaining openings, shown below, will interview during the December 18, 2023 meeting.

- Brandon Stewart (Corridor Improvement Authority) is not seeking reappointment.

In accordance with Council Rules amended in February 2021, all boards and commissions candidates will present to City Council. Please see below for current openings for which candidates are presenting.

Board or Commission	Number of openings	Term expiration
Beautification Commission	1 full term, 1 partial term	03/01/2027 03/01/2026
Corridor Improvement Authority *mayoral appointment	3 full terms	12/31/2027
Election Commission	1 full term	01/01/2027
Historical Commission	2 full terms	01/01/2027
Library Board *mayoral appointment	3 full terms 1 partial term	03/01/2027 03/01/2026

Attendance records for those seeking reappointment:

Bob Copes (Election Commission) – attended 10 of 15 (67%) meetings since January 2021.
Kathy Crawford (Library Board) – attended 33 of 36 (92%) meetings since January 2021.
Katherine Dooley (Library Board) – attended 32 of 35 (91%) meetings since January 2021.
Kelly Kasper - Historical Commission – attended 25 of 35 (71%) meetings since January 2021.
Jeffrey Wainwright (CIA) – attended 6 of 6 (100%) meetings since March 2018.
Debbie Wrobel - Historical Commission – attended 34 of 35 (97%) meetings since Jan. 2021.

BALLOT
APPOINTMENTS BY MAYOR
January 8, 2024

Library Board

3 full terms - Terms Expire 03/01/2027
1 partial term – Term expires 03/01/2026

- ☐ Kathy Crawford * reappointment
☐ Full Term ☐ Partial Term
- ☐ Katherine Dooley * reappointment
☐ Full Term ☐ Partial Term
- ☐ Karla Halvangis
☐ Full Term ☐ Partial Term
- ☐ Alexis Hart
☐ Full Term ☐ Partial Term
- ☐ Ariana Kabodian
☐ Full Term ☐ Partial Term
- ☐ Elias Pittos
☐ Full Term ☐ Partial Term
- ☐ Rachel Yamakura
☐ Full Term ☐ Partial Term
- ☐ _____
☐ Full Term ☐ Partial Term
- ☐ _____
☐ Full Term ☐ Partial Term

Corridor Improvement Authority

3 full terms- Terms expires 12/31/2027

- ☐ Jeff Wainwright *reappointment
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

BALLOT
APPOINTMENTS BY CITY COUNCIL
January 8, 2024

* Minimum 4 votes required for appointment to Board or Commission

Beautification Commission

1 partial term – Term expires 03/01/2026

1 full term – Term expires 03/01/2027

☐ . _____

☐ Partial Term ☐ Full Term

☐ . _____

☐ Partial Term ☐ Full Term

☐ . _____

☐ Partial Term ☐ Full Term

☐ . _____

☐ Partial Term ☐ Full Term

Election Commission

1 full term – Term expires 01/01/2027

☐ Bob Copes **reappointment*

☐ . _____

☐ . _____

Historical Commission

2 full terms- Terms expire 01/01/2027

☐ Kelly Kasper **reappointment*

☐ Randy Van Wagnen

☐ Debbie Wrobel **reappointment*

☐ . _____

☐ . _____

Council Member Signature

**REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, DECEMBER 18, 2023 AT 7:00 P.M.**

Mayor Fischer called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Council Members Heintz, Smith, Staudt, Thomas

ALSO PRESENT: Victor Cardenas, City Manager
Danielle Mahoney, Assistant City Manager
Thomas Schultz, City Attorney

APPROVAL OF AGENDA:

Mayor Fischer announced Kathy Crawford, Applicant No. 2 for the Library Board was attending to some personal matters this evening and she would not be in attendance to interview this evening.

CM 23-12-153 Moved by Casey, seconded by Thomas; MOTION CARRIED: 6-0

To approve the Agenda as amended.

Roll call vote on CM 23-12-153	Yeas: Casey, Heintz, Smith, Staudt, Thomas, Fischer
	Nays: None

PUBLIC HEARINGS: None

PRESENTATIONS FOR APPLICANTS OF BOARDS AND COMMISSIONS

Mayor Fischer gave a brief explanation on the format for the presentations. He stated as usual, we will have a two-minute intro, we have all the information that was provided in the application and City Council has diligently reviewed all of that, but it is not a question and answer. It is just an opportunity to tell us a little bit about yourself, your background and why you want to continue serving or serve again or are serving in a new capacity if you have not served in the past. He commented that the interviews for the Boards and Commissions that are on the agenda that evening, there will not be appointments. He stated the Boards and Commissions that we are appointing were interviewed last week. Any appointments for Boards and Commissions interviewed this evening will be done at our first meeting in January.

1. Bob Copes - Election Commission

Mr. Copes introduced himself and said he was seeking reappointment to the Novi Election Commission. He commented that Council has already read his detailed application so he will proceed. He stated a rising tide lifts all boats and Novi is the moon. He said remember the anticipation, the excitement, even the anxiety we all had as the days of 1999 were winding down, Y2K was at the front of everyone's mind. Will the lights

go out? Will the nuclear plants melt down? Will life as we know it be forever changed? He said as we passed midnight, and it became apparent that a new century had been born without incident. Then we became filled with the excitement of a brand-new century, a new beginning, a joyous exuberance leading into this past election. He said we were having perhaps our own mini-Y2K experience. He said for the first time in many years there will be a new mayor. What would that mean? What would change? He stated so here we are now with the new mayor and two new council members. He said we have the anticipation, the excitement of filling expired terms on Boards and Commissions. Joyous exuberance, did I go too far? He said Novi is the moon for many of us, a full bright shining moon and the highest tide occurs when the moon is full and closest to the earth. He said with the leadership of the mayor supported by the council and engagement of all Boards and Commission members. How exciting can it be to bring the bright shining full moon of Novi closer to the community to raise the tide to its highest. He stated that is the Novi he wanted to be a contributing member of where all gears mesh and all wheels turn in unison and support each other. He pledged to support you in accomplishing a new level of high tide. He asked Council to please support him by reappointing him to the Election Commission.

2. Kathy Crawford - Library Board (absent)

3. Katherine Dooley - Library Board

Ms. Dooley introduced herself and said to those of you who do not know her, she is Kat Dooley, a Novi resident from 2008, so it has been a while. She said she was a former Novi employee way back when, even before she moved here, with SWOCC Studios and she used to do AV, she taped meetings like this a long time ago. Currently, she works full time as a 25-year marketing and communications professional. She said she is the Marketing Manager for Detroit Regional Partnership, which is a nonprofit that works with the City to bring in businesses to Novi. She said she was married with one son, our whole family is involved in the community with sports, coaching, in her service in Novi Rotary of which she was president for a couple of years.

She said she was there that evening to apply for her third term for the Library Board. She said it has been such a profound privilege to have been able to serve the past two terms, this will be the third term if she is reappointed. She learned so much about what it takes to be a leader in Novi and to help serve the public because she felt that a trustee, she was not there for herself, she was there for all of Novi, in that seat. She stated she has been an officer pretty much the whole time, except recently, this year, she has been president, interim and vice president for a long time and secretary. During her time on Library Board, she was working on four committees at the same time as being an officer, which was crazy. She said she was happy to do that lift, chairing too, now, she was just part of three. She said she was happy to be there, and she hoped that she could continue to be part of it.

4. Karla Halvangis - Library Board

Ms. Halvangis introduced herself and said she appreciated the opportunity to highlight a couple of things that speak to her strengths as a candidate for the Library Board. First, as a retired English teacher, she had a crystal-clear understanding of the impact that literacy has on individual's chances for success. She said she has worked with struggling readers to advanced readers and she recognized the importance of supporting all readers, from beginners to experts, as well as the challenge of providing the most appropriate support for each. Second, she said she was a problem solver. When she recognized that several of her students in her class were significantly behind in their reading, she teamed up with an elementary reading specialist and created a co-taught class that saw students dramatically improve each semester. She stated similarly, when we had an increase in student conflict, a colleague and I brought together a diverse group of students and created a peer mediation class that helped defuse situations before they became disciplinary issues. She said through that class, she learned about things that were happening in our classrooms and hallways that were invisible to staff and administration. She said as a result, another colleague and herself started our anti-racism taskforce that helped inspire a district wide DEI Program. She said she has seen firsthand some of the struggles that students who feel like others or outsiders experience including those of the LGBTQ community. She said she has participated in numerous DEI training programs, and she understood that providing a safe and supportive environment for all our residents is essential. Finally, she said her experiences as student activities director showed her just how important the right programming is in the right situation, whether it be informed, informational, or educational in nature, or just something to bring much needed levity to the stressed out and overworked. The library is the perfect place to bring people together for a sense of community, whatever their interests may be, like our public schools or public libraries have the responsibility and the privilege to support and enrich the lives of all our residents. She thanked them for the opportunity to speak before you that evening. She noted that if she was appointed to the Library Board, she hoped to learn a lot from her fellow board members. She said she would do her best to help the Novi Library continue to serve our community in the most effective way possible.

5. Alexis Hart - Library Board

Ms. Hart introduced herself, she said she was most importantly a mother of a toddler, little Lily, and she loved taking her to the libraries. She thought education and freedom of education was one of the pillars of our community and our country. It is something she cherished very deeply and she, unlike Leslie Knope, she said she was a fan of libraries. She said she would like to contribute to her community in that way. She commented that she is a new resident of Novi, she moved here about two and a half years ago, originally from Florida and then lived in the Grand Rapids area. She had a political and nonprofit background and currently ran two nonprofits in the state of Michigan, that focused on DEI training, professional development, along with candidate recruitment and training. She said some of you may have seen one of our training courses at some point, but she currently manages a team of 10. We have about a million-dollar budget, and she thought maintaining fiscal responsibility through the Library Board is something that she would like to uphold when looking through the 2021-2022 Report through the Library

Board. She believed a lot of people apply for these positions because it is something they want to change. She said there is a lot that she wanted to maintain. She thought the DEI Programs that have been put forward are fantastic. She thought the programs that are going through the Library are wonderful, and it is something that she would like to help with. She stated she trains candidates, she did not want to be one, so this is a way to serve her community, through the Library Board. She said she did apply for the Elections Board, but she thought the libraries are where she would be best suited. She thought managing a budget and having that leadership over the Library Director and overseeing its general function would be her opportunity to shine. She said she was happy to be considered for this position, and it would be an honor if she was able to serve her community.

6. Ariana Kabodian - Library Board

Ms. Kabodian introduced herself, said she was a Novi native and has lived here for about 31 years. She commented that she grew up going to the Novi Public Library since she was young. She was part of the "Battle of the Books", she loved reading, and she loved writing and still does. She said growing up that continued into her adulthood, she mentioned that she was a published author. She said her book is called "Forget Me Not: Armenian Genocide Recollections." She said it is about preserving her family history through doing nonprofit as the author proceeds go to help children in Armenia, because her book is about her Armenian family history. She said it would be kind of full circle moment, if you will, to be part of the Library Board, knowing that she grew up attending the Library so much, but also because she understood a bit of the publishing side of how things work on that end that she wanted to bring to the Board as well. She also mentioned starting next semester she was planning on teaching at Cleary University.

7. Kelly Kasper - Historical Commission

Ms. Kasper introduced herself as a resident of Novi since 1997. She mentioned she was completing her second term, so six years as a commissioner on the Novi Historical Commission. She enjoyed her time serving the community of Novi as a member of the Novi Historical Commission. She thought our Commission works very well together as a team. She wanted to allow that read workflow to continue by remaining in her seat on the Commission. She mentioned a project that she has cofounded with Kim Nice which is Race Across Novi Project, she and Kim have done a lot of work over the past five years to educate the community, especially the youth in Novi on the history of our cemeteries and to partner with local businesses and work together to celebrate this community event that spreads goodwill and honor and decorate cemeteries for the holiday season. She said it also aids in the beautification of the City as well, and to remember and honor the Novi residents who have proudly and historically served our country. She was very proud to say we have just completed our fifth anniversary of this annual Day of Remembrance and with each year we find new and improved ways to share the Novi cemetery history with our local community members. Moving forward, she stated she has recently begun working on digitizing the cemetery files which are currently all in a big giant black binder. She said the data entry job is going to take numerous hours of time to input into a searchable spreadsheet, but it will make it so much easier to archive. She

stated it will make it efficient for our residents to access and locate historical grave site data and information. She said she volunteers and hosts the local history room hours once a month, every Monday that we have local history hours, she didn't want to misrepresent that. So, it is once a month our Monday office hours and in doing so she was able to meet the residents in the City of Novi who are curious about various aspects of Novi history. She said they come in and search for their answers to their questions. This research activity gives her an opportunity to learn ever more about Novi herself and to share that knowledge with others going forward. She enjoyed being on the Historical Commission and she thanked Council for their consideration.

8. Randy VanWagnen - Historical Commission

Mr. VanWagnen thanked the Council for taking the time to review his application. He stated he was a relatively new resident of the City. He was a native of Brooklyn, Michigan, a small town that may be familiar to some present. He said he was excited to see how he could contribute to his new community. He commented that along those lines, a few months ago, he decided to show up at a couple of these meetings to begin volunteering. He said he had a history degree, but he taught in a totally different field. He said he was an animator and a 3-D modeler. He stated it turned out when he walked in, his skill set fit in exactly with a couple of projects that they had been working on. He said we are already off to the races, so stay tuned. He said they are passionate about the importance of local history, aiding in the understanding and enrichment of any community and Novi has a rich history that is worth sharing with its citizens.

9. Jeffrey Wainwright - Corridor Improvement Authority

Mr. Wainwright introduced himself as a resident and a business owner in Novi for the last 20 years as well as the landowner and his background is both engineering, business and he has done his graduate work in business and clinical psych, and he also did some studies in Japan. He said he was proud to be part of Novi. He said he was also proud to have been on the Corridor Improvement Authority (CIA) since we really put it together and got this thing kicked off. He said we have done some incredible things in the last many years, many of the things' people don't know about, but the CIA is responsible for the Grand River Corridor basically between Haggerty Road and Wixom Road most of the work that is going to be done probably in the next many years will be from Novi Road towards Beck Road. He stated the goal is economic development. He explained our idea is to recapture tax money that has been paid, this is not a new tax, and it does not include school taxes. He stated these funds can be deployed in a multitude of different ways, primarily as streetscapes, lighting, park structures, sidewalks, roadway improvements, public transportation infrastructure that would be in compliance with the new transit tax that was put in place, pedestrian overpasses, and various EDC programs that are going to be coming to light in the next many months.

He stated some of the projects that they have worked on in the last recent time has been, we played a key role in the development of the Sakura Project that is at 11 Mile and Grand River. He said there was some land there that was so heavily contaminated that no developer would have bought that land, it would never had been developed. He

mentioned they were able to provide funding to do some offset to allow that land to be mitigated and to be developed and this core project will probably open, he guessed around June of this coming year. He spoke about the other programs in the past that there was a loan program we put in place that would allow some funds to be used for the Ring Road that was to bypass Grand River and Novi Road. He said those advanced funds allowed that project to kick off sooner than it probably would have otherwise. He said that has made a huge improvement to the driving in Novi and he thought we are all grateful for that improvement. He stated there is a lot of work to be done in the future and he would like to be part of this, especially in compliance with the new zoning that is going in place between Beck Road and Taft Road. He believed the CIA could play a key role in that and he was eager to be involved and to be a contributor.

10. Debbie Wrobel - Historical Commission

Ms. Wrobel introduced herself as a resident of Novi since 2001. She said she was finishing up her first three-year term on the Historical Commission and was asking for reappointment to the Commission. She stated the history of Novi is rich and she enjoyed the collection, preservation, and presentation of our history to the community. She has worked on the Spring Palooza Superheroes Event that brings the residents together and informs them about city services. She said the Library talks when we bring in speakers to talk about local history for the community to attend, The Wreaths Across Novi to honor the beloved veterans at our local cemeteries. She helped post the USO Style Canteen at the Library and put on by the Library with music and lunch for the residents and community. She looked forward to working on future historical projects for the City. She mentioned that currently they were working on a project that Randy has helped us with, it is the General Store to show the community what it might have looked like and how it had served a community back in the 1990s that was part of the four corners of Novi. She stated she was passionate about the past and future of Novi. She said we as a Commission are a team to share these stories and projects for the benefit of education and enjoyment of the residents in our great City of Novi.

11. Rachel Yamakura - Library Board

Ms. Yamakura introduced herself to Mayor Fischer, Mayor Pro Tem Casey, and the City Council. She stood before them that evening enriched by a journey deeply rooted in community engagement, equity, and education. Her volunteer roles both with the Novi Educational Foundation and as a member of the Michigan Department of Civil Rights as counsel for government and education have profoundly shaped her perspective. She noted that at SEMCOG, her leadership and regional planning and policy advocacy established an inclusive approach to community service, reflecting our Library's commitment to cultivating learning, inspiring creativity, and fostering inclusivity. Her experiences ensure robust financial stewardship, which is pivotal for our Library's integrity and strategic success. She stated at Lansing Community College where she served as the Director of Equity and Inclusion, she devised strategies that coupled managing a departmental budget of 500,000, which demonstrates her aptitude for adapting resources, services, and facilities to effectively meet the evolving needs of our community. She said currently at Guidehouse, she was leading DEI and Health Equity

Initiatives for the CDC Injury Prevention Center. She said she has refined her skills in strategic planning, leading climate assessments and program development. She said this role underlines the significance of investing in staff and retention aligning perfectly with the Library's ethos of community centered service and collaborative growth. She was very much committed to this community. She said she has been here for about nine years or so. She looked forward to contributing to the Library on a more personal note, her seven-year-old son, her husband and herself spent a lot of time at the Library and looked forward to contributing.

Mayor Fischer thanked everyone for coming out that evening. He said that concluded the Interviews for Boards and Commissions that we need to have. He reminded everyone that these decisions will not be made that evening for the Boards and Commissions. He announced they will be made at the next regularly scheduled meeting, January 8, the first regular scheduled meeting in 2024.



CITY OF NOVI CITY COUNCIL
JANUARY 8, 2024

SUBJECT: Consideration of approval to award the construction contract to True North Asphalt, the low bidder, for the Lakeshore Park Parking Lot Reconstruction project, in the amount of \$270,115.90.

SUBMITTING DEPARTMENT: Parks, Recreation and Cultural Services
Department of Public Works, Engineering Division

EXPENDITURE REQUIRED	\$ 270,115.90
AMOUNT BUDGETED	\$ 465,360.00
APPROPRIATION REQUIRED	\$ 0
LINE ITEM NUMBER	208-752.00-981.014

BACKGROUND INFORMATION:

The City's Lakeshore Park houses a 10-mile trail network that starts at the southern end of the park's access road. The system sees frequent usage by bicyclists, including the Motor City Mountain Biking Association (MCMBA) and hikers. The MCMBA is planning to add a changing facility at the trailhead in a separate project. In advance of the new facility, staff recommends reconstructing the southern end of the parking lot to eliminate the existing cul-de-sac, remove the existing kiosk, and create additional parking spaces to service the trail system, playground, and southernmost park shelter.

AECOM assisted the Engineering Division with developing engineering design plans for the project. The plans were advertised for public bids on November 27, 2023. Nine (9) bids were received and opened on December 18, 2023, following the solicitation period. True North Asphalt, the low bidder, is recommended in the best interest of the City, as it is responsive and complies with all requirements of the bidding instructions. The award recommendation letter, including the bid tabulation, is attached.

The contract administration and geotechnical engineering services related to this project will be awarded to the following pre-qualified firms using the fee percentages in the Agreements for Professional Engineering Services and Geotechnical Engineering Services for Public Projects.

AECOM		
Contract Administration	7.5% of the construction award (\$270,115.90 X 0.075)	\$ 20,258.69
Crew Days	\$800 daily inspection fee x 10 days	\$ 8,000.00

G2		
Material testing services	3% of the construction award (\$270,115.90 X 0.03)	\$ 8,103.48

Construction is expected to begin next spring and last approximately two weeks.

RECOMMENDED ACTION: Approval to award the construction contract to True North Asphalt, the low bidder, for the Lakeshore Park Parking Lot Reconstruction project, in the amount of \$270,115.90.

Lakeshore Park Rear Parking Lot Improvements

Location Map



Map Author: Rebecca Runkel
 Date: 8/31/21
 Project: Lakeshore Parking Lot
 Version #: 1.0

MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi.

Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.



Project Limits

		04	03	02	01
		09	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	36



City of Novi

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

0 25 50 100 150
 Feet
 1 inch = 101 feet





December 20, 2023
Mr. Ben Croy, PE
City of Novi
Engineering Department
26300 Lee BeGole Drive
Novi, MI 48375

Reference: Bid Analysis and Contract Award Recommendation
Lakeshore Park Parking Lot Reconstruction
AECOM Project Number 60713606

Dear Mr. Croy:

Attached is the Bid Tabulation for the above referenced project. Nine bids were received and opened on December 18, 2023. Competition appears to have been very good. Mathematical errors were noted in the first and seventh highest bidders. The errors did not impact the order of the bidders. The error in the lowest bidder was in a summation of all items, not an individual multiplication error between a quantity and a unit price of an item.

The low bid is lower than the Engineer's Estimate for the Project.

True North Asphalt, the low bidder for the project, has not previously performed work for the City of Novi. In checking references from previously completed projects that True North Asphalt listed within their bid, they have a good working relationship with past owners/representatives and have reportedly performed good work. The bonding company listed in the Statement of Qualifications has an AM Best rating that exceeds the minimum requirements.

We recommend award of contract for the contract work to True North Asphalt. for \$270,115.90.00. The amount bid for Inspection (Crew Days) is not included in the award amount.

Please feel free to contact me if you need anything else or wish to discuss the project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sean Kelsch".

Sean Kelsch, P.E.
Project Manager

cc: Mark Koskinen, AECOM

City of Novi
Lakeshore Park Parking Lot Reconstruction
Reconstruction
Tabulation of Bids
Bid Opening: 12/18/2023

				Engineers Estimate		True North Asphalt		Nagle Paving		Peake Asphalt		T&M Asphalt Paving		Fonson Co		Asphalt Specialists		A&J Paving Co		Best Asphalt		Anglin Civil	
Item No.	Item Description	Unit	Total Bid Quantity	Unit Price	Total Bid Cost	Unit Price	Total Bid Cost	Unit Price	Total Bid Cost	Unit Price	Total Bid Cost	Unit Price	Total Bid Cost	Unit Price	Total Bid Cost	Unit Price	Total Bid Cost	Unit Price	Total Bid Cost	Unit Price	Total Bid Cost	Unit Price	Total Bid Cost
1	Mobilization (10%)	LSUM	1	\$33,918.60	\$33,918.60	\$ 2,500.00	\$ 2,500.00	\$ 7,500.00	\$ 7,500.00	\$ 28,000.00	\$ 28,000.00	\$ 11,500.00	\$ 11,500.00	\$ 32,500.00	\$ 32,500.00	\$ 22,000.00	\$ 22,000.00	\$ 24,499.75	\$ 24,499.75	\$ 35,000.00	\$ 35,000.00	\$ 45,600.00	\$ 45,600.00
2	Pre-Construction Audio Visual	LSUM	1	\$ 5,000.00	\$5,000.00	\$ 3,389.00	\$ 3,389.00	\$ 1,075.00	\$ 1,075.00	\$ 3,000.00	\$ 3,000.00	\$ 4,500.00	\$ 4,500.00	\$ 975.00	\$ 975.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 2,400.00	\$ 2,400.00	\$ 4,000.00	\$ 4,000.00
3	Erosion Control, Silt Fence	LSUM	950	\$ 4.00	\$3,800.00	\$ 3.00	\$ 2,850.00	\$ 2.00	\$ 1,900.00	\$ 2.00	\$ 1,900.00	\$ 1.50	\$ 1,425.00	\$ 3.00	\$ 2,850.00	\$ 2.25	\$ 2,137.50	\$ 3.50	\$ 3,325.00	\$ 4.50	\$ 4,275.00	\$ 10.00	\$ 9,500.00
4	HMA Surface, Rem	Ea	2,545	\$ 6.00	\$15,270.00	\$ 5.00	\$ 12,725.00	\$ 6.70	\$ 17,051.50	\$ 6.00	\$ 15,270.00	\$ 5.60	\$ 14,252.00	\$ 4.08	\$ 10,383.60	\$ 6.50	\$ 16,542.50	\$ 4.23	\$ 10,765.35	\$ 9.00	\$ 22,905.00	\$ 12.00	\$ 30,540.00
5	Culv. Rem, Less than 24 inch	LSUM	1	\$ 650.00	\$650.00	\$ 1,500.00	\$ 1,500.00	\$ 600.00	\$ 600.00	\$ 720.00	\$ 720.00	\$ 500.00	\$ 500.00	\$ 466.00	\$ 466.00	\$ 800.00	\$ 800.00	\$ 1,500.00	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 750.00	\$ 750.00
6	Kiosk, Rem	Syd	1	\$ 2,000.00	\$2,000.00	\$ 750.00	\$ 750.00	\$ 1,200.00	\$ 1,200.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 1,000.00	\$ 1,000.00	\$ 1,100.00	\$ 1,100.00
7	Tree and Stump, Rem, 6 inch to 18 inch	Syd	4	\$ 1,100.00	\$4,400.00	\$ 1,500.00	\$ 6,000.00	\$ 600.00	\$ 2,400.00	\$ 600.00	\$ 2,400.00	\$ 500.00	\$ 2,000.00	\$ 450.00	\$ 1,800.00	\$ 500.00	\$ 2,000.00	\$ 400.00	\$ 1,600.00	\$ 450.00	\$ 1,800.00	\$ 700.00	\$ 2,800.00
8	Clearing	Ft	756	\$ 4.00	\$3,024.00	\$ 7.00	\$ 5,292.00	\$ 0.65	\$ 491.40	\$ 1.00	\$ 756.00	\$ 0.75	\$ 567.00	\$ 0.50	\$ 378.00	\$ 1.00	\$ 756.00	\$ 1.00	\$ 756.00	\$ 5.00	\$ 3,780.00	\$ 5.00	\$ 3,780.00
9	Parking Rail, Salvage and Replace	Ft	30	\$ 200.00	\$6,000.00	\$ 64.00	\$ 1,920.00	\$ 60.00	\$ 1,800.00	\$ 30.00	\$ 900.00	\$ 40.00	\$ 1,200.00	\$ 73.00	\$ 2,190.00	\$ 50.00	\$ 1,500.00	\$ 90.00	\$ 2,700.00	\$ 85.00	\$ 2,550.00	\$ 125.00	\$ 3,750.00
10	Parking Rail, 6 inch Conc	Ft	20	\$ 500.00	\$10,000.00	\$ 134.00	\$ 2,680.00	\$ 85.00	\$ 1,700.00	\$ 100.00	\$ 2,000.00	\$ 95.00	\$ 1,900.00	\$ 362.00	\$ 7,240.00	\$ 80.00	\$ 1,600.00	\$ 180.00	\$ 3,600.00	\$ 105.00	\$ 2,100.00	\$ 315.00	\$ 6,300.00
11	Subgrade Undercutting, Special, 1 x 3	Ft	200	\$ 75.00	\$15,000.00	\$ 47.00	\$ 9,400.00	\$ 75.00	\$ 15,000.00	\$ 60.00	\$ 12,000.00	\$ 70.00	\$ 14,000.00	\$ 70.00	\$ 14,000.00	\$ 105.00	\$ 21,000.00	\$ 100.00	\$ 20,000.00	\$ 115.00	\$ 23,000.00	\$ 100.00	\$ 20,000.00
12	Aggregate Base, 21AA Limestone, 8 inch	Ft	3,149	\$ 18.00	\$56,682.00	\$ 17.00	\$ 53,533.00	\$ 14.75	\$ 46,447.75	\$ 16.00	\$ 50,384.00	\$ 16.00	\$ 50,384.00	\$ 15.00	\$ 47,235.00	\$ 15.00	\$ 47,235.00	\$ 15.50	\$ 48,809.50	\$ 16.47	\$ 51,864.03	\$ 20.00	\$ 62,980.00
13	Aggregate Base, 21AA Limestone, 4 inch	Ft	31	\$ 15.00	\$465.00	\$ 10.00	\$ 310.00	\$ 16.00	\$ 496.00	\$ 8.00	\$ 248.00	\$ 12.00	\$ 372.00	\$ 24.00	\$ 744.00	\$ 40.00	\$ 1,240.00	\$ 30.00	\$ 930.00	\$ 20.00	\$ 620.00	\$ 75.00	\$ 2,325.00
14	Parking Lot Grading	Ft	7	\$ 8,000.00	\$54,400.00	\$ 1,040.00	\$ 7,072.00	\$ 4,350.00	\$ 29,580.00	\$ 3,880.00	\$ 26,384.00	\$ 4,015.00	\$ 27,302.00	\$ 2,684.00	\$ 18,251.20	\$ 3,500.00	\$ 23,800.00	\$ 1,500.00	\$ 10,200.00	\$ 8,600.00	\$ 58,480.00	\$ 5,300.00	\$ 36,040.00
15	Tensar TX5 Geogrid	Cyd	3,149	\$ 5.00	\$15,745.00	\$ 9.00	\$ 28,341.00	\$ 8.40	\$ 26,451.60	\$ 7.00	\$ 22,043.00	\$ 8.00	\$ 25,192.00	\$ 4.66	\$ 14,674.34	\$ 8.00	\$ 25,192.00	\$ 10.00	\$ 31,490.00	\$ 3.00	\$ 9,447.00	\$ 6.00	\$ 18,894.00
16	Culv, Cl A, CPE, 12 inch	Cyd	39	\$ 60.00	\$2,340.00	\$ 310.00	\$ 12,090.00	\$ 62.00	\$ 2,418.00	\$ 50.00	\$ 1,950.00	\$ 95.00	\$ 3,705.00	\$ 40.00	\$ 1,560.00	\$ 70.00	\$ 2,730.00	\$ 90.00	\$ 3,510.00	\$ 115.00	\$ 4,485.00	\$ 75.00	\$ 2,925.00
17	Curb Ramp, Conc, 6 inch	Sta	239.00	\$ 15.00	\$3,585.00	\$ 22.00	\$ 5,258.00	\$ 9.50	\$ 2,270.50	\$ 12.00	\$ 2,868.00	\$ 12.00	\$ 2,868.00	\$ 25.00	\$ 5,975.00	\$ 30.00	\$ 7,170.00	\$ 12.60	\$ 3,011.40	\$ 29.00	\$ 6,931.00	\$ 33.00	\$ 7,887.00
18	Detectable Warning Surface	Ft	10	\$ 70.00	\$700.00	\$ 36.00	\$ 360.00	\$ 70.00	\$ 700.00	\$ 80.00	\$ 800.00	\$ 70.00	\$ 700.00	\$ 100.00	\$ 1,000.00	\$ 120.00	\$ 1,200.00	\$ 50.00	\$ 500.00	\$ 100.00	\$ 1,000.00	\$ 133.00	\$ 1,330.00
19	HMA, 4EML	Syd	359	\$ 130.00	\$46,670.00	\$ 149.00	\$ 53,491.00	\$ 123.00	\$ 44,157.00	\$ 145.00	\$ 52,055.00	\$ 148.00	\$ 53,132.00	\$ 127.50	\$ 45,772.50	\$ 140.00	\$ 50,260.00	\$ 180.50	\$ 64,799.50	\$ 157.44	\$ 56,520.96	\$ 195.00	\$ 70,005.00
20	HMA, 5EML	Syd	359	\$ 150.00	\$53,850.00	\$ 149.00	\$ 53,491.00	\$ 130.00	\$ 46,670.00	\$ 150.00	\$ 53,850.00	\$ 151.00	\$ 54,209.00	\$ 127.50	\$ 45,772.50	\$ 150.00	\$ 53,850.00	\$ 189.50	\$ 68,030.50	\$ 151.91	\$ 54,535.69	\$ 195.00	\$ 70,005.00
21	Spillway, Conc	Syd	13	\$ 85.00	\$1,105.00	\$ 50.00	\$ 650.00	\$ 77.00	\$ 1,001.00	\$ 90.00	\$ 1,170.00	\$ 60.00	\$ 780.00	\$ 93.72	\$ 1,218.36	\$ 170.00	\$ 2,210.00	\$ 154.00	\$ 2,002.00	\$ 165.00	\$ 2,145.00	\$ 200.00	\$ 2,600.00
22	Riprap, Plain	Cyd	3	\$ 500.00	\$1,500.00	\$ 160.00	\$ 480.00	\$ 330.00	\$ 990.00	\$ 200.00	\$ 600.00	\$ 95.00	\$ 285.00	\$ 350.00	\$ 1,050.00	\$ 100.00	\$ 300.00	\$ 250.00	\$ 750.00	\$ 200.00	\$ 600.00	\$ 318.00	\$ 954.00
23	Permanent Signing	Syd	1	\$ 5,000.00	\$5,000.00	\$ 1,090.90	\$ 1,090.90	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 600.00	\$ 1,150.00	\$ 1,150.00	\$ 670.00	\$ 670.00	\$ 5,000.00	\$ 5,000.00	\$ 800.00	\$ 800.00	\$ 2,550.00	\$ 2,550.00	\$ 3,000.00	\$ 3,000.00
24	Permanent Pavement Marking	Ton	1	\$ 12,000.00	\$12,000.00	\$ 988.00	\$ 988.00	\$ 4,975.00	\$ 4,975.00	\$ 2,165.00	\$ 2,165.00	\$ 4,900.00	\$ 4,900.00	\$ 7,250.00	\$ 7,250.00	\$ 650.00	\$ 650.00	\$ 1,750.00	\$ 1,750.00	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	\$ 3,500.00
25	Maintaining Traffic	Ton	1	\$ 5,000.00	\$5,000.00	\$ 1,531.00	\$ 1,531.00	\$ 2,400.00	\$ 2,400.00	\$ 1,500.00	\$ 1,500.00	\$ 700.00	\$ 700.00	\$ 32,000.00	\$ 32,000.00	\$ 8,000.00	\$ 8,000.00	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00	\$ 7,500.00	\$ 7,500.00
26	Surface Restoration	Syd	1	\$ 15,000.00	\$15,000.00	\$ 2,424.00	\$ 2,424.00	\$ 18,300.00	\$ 18,300.00	\$ 5,000.00	\$ 5,000.00	\$ 22,680.00	\$ 22,680.00	\$ 12,234.00	\$ 12,234.00	\$ 20,000.00	\$ 20,000.00	\$ 24,000.00	\$ 24,000.00	\$ 10,000.00	\$ 10,000.00	\$ 19,000.00	\$ 19,000.00
	Construction Subtotal				\$373,104.60		\$270,115.90		\$278,574.75		\$289,063.00		\$300,703.00		\$309,189.50		\$318,673.00		\$331,629.00		\$363,488.68		\$437,065.00
27	Crew Days	Day	40	\$ 800.00	\$32,000.00	10	\$ 8,000.00	20	\$ 16,000.00	20	\$ 16,000.00	18	\$ 14,400.00	27	\$ 21,600.00	24	\$ 19,200.00	24	\$ 19,200.00	20	\$ 16,000.00	40	\$ 32,000.00
	Total Construction Cost				\$405,104.60		\$278,115.90		\$294,574.75		\$305,063.00		\$315,103.00		\$330,789.50		\$337,873.00		\$350,829.00		\$379,488.68		\$469,065.00
					Award Amount (Excludes Crew Days)		\$ 270,115.90																

indicates corrected entry

BID
For
Lakeshore Park Parking Lot Reconstruction

Bid of TRUE NORTH ASPHALT
hereinafter called Bidder, organized and existing under the laws of or a resident of the State of Michigan,
doing business as A CORPORATION *

*Insert as applicable: "a corporation", "a partnership" or "an individual".

TO THE CITY OF NOVI, MICHIGAN, hereinafter called OWNER:

The undersigned as Bidder hereby declares: that this Bid is made in good faith without fraud or collusion with any person or persons bidding on the same Contract; that the Bidder has read and examined the Advertisement for Bids, Instructions to Bidders, Bid, General Conditions, Supplementary Conditions, Agreement, Forms of Bond, Specifications and Drawings, as prepared by the ENGINEER, and understands all of the same; that the Bidder of its representative has made personal investigation at the sites of the work and has become fully familiar with regard to the conditions to be met in the execution of this Contract, and the undersigned proposes to furnish all labor, materials, tools, power, transportation, and construction equipment necessary for the construction of the Project and performing related work in full accordance with the aforesaid Contract Documents, including any and all Addenda officially issued, their receipt of which is hereby acknowledged:

Addendum No.	Addendum Date
<u>NO. 1</u>	<u>DECEMBER 4, 2023</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

The Contract will be awarded to the lowest responsive, responsible Bidder based on the unit prices for all Work specified.

The Bidder agrees to complete the Project for the following unit prices:

BASE BID

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
1	Mobilization (10% Max.)	LSUM	1	\$ 2,500.00	\$ 2,500.00
2	Pre-Construction Audio Visual	LSUM	1	\$ 3,389.00	\$ 3,389.00
3	Erosion Control, Silt Fence	Ft	950	\$ 3.00	\$ 2,850.00
4	HMA Surface, Rem	Syd	2545	\$ 5.00	\$ 12,725.00
5	Culv, Rem, Less than 24 inch	Ea	1	\$ 1,500.00	\$ 1,500.00
6	Kiosk, Rem	LSUM	1	\$ 750.00	\$ 750.00



CITY OF NOVI

BASE BID					
Item No.	Item Description	Unit	Quantity	Unit Price	Total Price
7	Tree and Stump, Rem, 6 inch to 18 inch	Ea	4	\$ 1,500.00	\$ 6,000.00
8	Clearing	Sft	756	\$ 7.00	\$ 5,292.00
9	Parking Rail, Salvage and Replace	Ea	30	\$ 64.00	\$1,920.00
10	Parking Rail, 6 inch Conc	Ea	20	\$ 134.00	\$ 2,680.00
11	Subgrade Undercutting, Special, 1 x 3	Cyd	200	\$ 47.00	\$ 9,400.00
12	Aggregate Base, 21AA Limestone, 8 inch	Syd	3149	\$ 17.00	\$ 53,533.00
13	Aggregate Base, 21AA Limestone, 4 inch	Syd	31	\$ 10.00	\$ 310.00
14	Parking Lot Grading	Sta	6.8	\$ 1,040.00	\$ 7,072.00
15	Tensar TX5 Geogrid	Syd	3149	\$ 9.00	\$ 28,341.00
16	Culv, C1 A, CPE, 12 inch	Ft	39	\$ 310.00	\$ 12,090.00
17	Curb Ramp, Conc, 6 inch	Sft	239	\$ 22.00	\$ 5,258.00
18	Detectable Warning Surface	Ft	10	\$ 36.00	\$ 360.00
19	HMA, 4EML	Ton	359	\$ 149.00	\$ 53,491.00
20	HMA, 5EML	Ton	359	\$ 149.00	\$ 53,491.00
21	Spillway, Conc	Ft	13	\$ 50.00	\$ 650.00
22	Riprap, Plain	Syd	3	\$ 160.00	\$ 480.00
23	Permanent Signing	LSUM	1	\$ 1,090.90	\$ 1,090.90
24	Permanent Pavement Marking	LSUM	1	\$ 988.00	\$ 988.00
25	Maintaining Traffic	LSUM	1	\$ 1,531.00	\$ 1,531.00
26	Surface Restoration	LSUM	1	\$ 2,424.00	\$ 2,424.00
27	Crew Day	Day	10	\$800.00	\$ 8,000.00
TOTAL BASE BID PRICE:				\$ 278,615.00	

If the foregoing Bid shall be accepted by the OWNER, the undersigned agrees to enter into the attached form of Agreement within ten (10) days after receiving notice of such acceptance, will furnish the OWNER satisfactory bonds and certificates of insurance coverage, and will complete the Project, at the price and within the time stated in this Bid.

The undersigned further agrees that if the foregoing Bid shall be accepted, work will commence immediately after the Contract has been awarded, the Agreement executed, and a Notice to Proceed received.

Substantial Completion shall be by May 24, 2024.

Final Completion shall be by June 7, 2024.

Substantial completion shall include all work, excepting final surface restoration.



CITY OF NOVI

The undersigned attaches hereto its Bid security, as required by the Advertisement for Bids and Instructions to Bidders. The undersigned agrees that in case it shall fail to fulfill its obligations under the foregoing Bid, and/or shall fail to furnish bonds, as specified, the OWNER may, at its option determine that the undersigned has abandoned its rights and interests in such Contract and that its Bid security accompanying its Bid; has been forfeited to the said OWNER, but otherwise the Bid security shall be returned to the undersigned upon the execution of the Contract and the acceptance of the bonds.

The undersigned also agrees that for each and every calendar day that he may be in default of any of the completion times listed above, the OWNER will suffer a damage of Eight Hundred Dollars (\$800.00) per calendar day, and said OWNER shall be compensated therefore at the rate as liquidated damages in accordance with the Agreement.

In submitting this Bid, it is understood that the right is reserved by the OWNER to accept any bid, to reject any or all Bids, and to waive irregularities in bidding in the interest of the OWNER.

SUBMITTED on: December 18, 2023
Date*

To: City of Novi
Attention Finance Department

45175 Ten Mile Road
Street*

Novi, Michigan 48357
City, State, ZIP*

248-347-0465
Telephone Number*

Facsimile Number*

BY: True North Asphalt
Name of Bidder*


Signature

Nicholas Whitehurst President
Name and Title of Signatory*

*Typed or printed in ink.



CITY OF NOVI

**REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, DECEMBER 18, 2023 AT 7:00 P.M.**

Mayor Fischer called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Council Members Heintz, Smith, Staudt, Thomas

ALSO PRESENT: Victor Cardenas, City Manager
Danielle Mahoney, Assistant City Manager
Thomas Schultz, City Attorney

APPROVAL OF AGENDA:

Mayor Fischer announced Kathy Crawford, Applicant No. 2 for the Library Board was attending to some personal matters this evening and she would not be in attendance to interview this evening.

CM 23-12-153 Moved by Casey, seconded by Thomas; MOTION CARRIED: 6-0

To approve the Agenda as amended.

Roll call vote on CM 23-12-153	Yeas: Casey, Heintz, Smith, Staudt, Thomas, Fischer
	Nays: None

PUBLIC HEARINGS: None

PRESENTATIONS FOR APPLICANTS OF BOARDS AND COMMISSIONS

Mayor Fischer gave a brief explanation on the format for the presentations. He stated as usual, we will have a two-minute intro, we have all the information that was provided in the application and City Council has diligently reviewed all of that, but it is not a question and answer. It is just an opportunity to tell us a little bit about yourself, your background and why you want to continue serving or serve again or are serving in a new capacity if you have not served in the past. He commented that the interviews for the Boards and Commissions that are on the agenda that evening, there will not be appointments. He stated the Boards and Commissions that we are appointing were interviewed last week. Any appointments for Boards and Commissions interviewed this evening will be done at our first meeting in January.

1. Bob Copes - Election Commission

Mr. Copes introduced himself and said he was seeking reappointment to the Novi Election Commission. He commented that Council has already read his detailed application so he will proceed. He stated a rising tide lifts all boats and Novi is the moon. He said remember the anticipation, the excitement, even the anxiety we all had as the days of 1999 were winding down, Y2K was at the front of everyone's mind. Will the lights

go out? Will the nuclear plants melt down? Will life as we know it be forever changed? He said as we passed midnight, and it became apparent that a new century had been born without incident. Then we became filled with the excitement of a brand-new century, a new beginning, a joyous exuberance leading into this past election. He said we were having perhaps our own mini-Y2K experience. He said for the first time in many years there will be a new mayor. What would that mean? What would change? He stated so here we are now with the new mayor and two new council members. He said we have the anticipation, the excitement of filling expired terms on Boards and Commissions. Joyous exuberance, did I go too far? He said Novi is the moon for many of us, a full bright shining moon and the highest tide occurs when the moon is full and closest to the earth. He said with the leadership of the mayor supported by the council and engagement of all Boards and Commission members. How exciting can it be to bring the bright shining full moon of Novi closer to the community to raise the tide to its highest. He stated that is the Novi he wanted to be a contributing member of where all gears mesh and all wheels turn in unison and support each other. He pledged to support you in accomplishing a new level of high tide. He asked Council to please support him by reappointing him to the Election Commission.

2. Kathy Crawford - Library Board (absent)

3. Katherine Dooley - Library Board

Ms. Dooley introduced herself and said to those of you who do not know her, she is Kat Dooley, a Novi resident from 2008, so it has been a while. She said she was a former Novi employee way back when, even before she moved here, with SWOCC Studios and she used to do AV, she taped meetings like this a long time ago. Currently, she works full time as a 25-year marketing and communications professional. She said she is the Marketing Manager for Detroit Regional Partnership, which is a nonprofit that works with the City to bring in businesses to Novi. She said she was married with one son, our whole family is involved in the community with sports, coaching, in her service in Novi Rotary of which she was president for a couple of years.

She said she was there that evening to apply for her third term for the Library Board. She said it has been such a profound privilege to have been able to serve the past two terms, this will be the third term if she is reappointed. She learned so much about what it takes to be a leader in Novi and to help serve the public because she felt that a trustee, she was not there for herself, she was there for all of Novi, in that seat. She stated she has been an officer pretty much the whole time, except recently, this year, she has been president, interim and vice president for a long time and secretary. During her time on Library Board, she was working on four committees at the same time as being an officer, which was crazy. She said she was happy to do that lift, chairing too, now, she was just part of three. She said she was happy to be there, and she hoped that she could continue to be part of it.

4. Karla Halvangis - Library Board

Ms. Halvangis introduced herself and said she appreciated the opportunity to highlight a couple of things that speak to her strengths as a candidate for the Library Board. First, as a retired English teacher, she had a crystal-clear understanding of the impact that literacy has on individual's chances for success. She said she has worked with struggling readers to advanced readers and she recognized the importance of supporting all readers, from beginners to experts, as well as the challenge of providing the most appropriate support for each. Second, she said she was a problem solver. When she recognized that several of her students in her class were significantly behind in their reading, she teamed up with an elementary reading specialist and created a co-taught class that saw students dramatically improve each semester. She stated similarly, when we had an increase in student conflict, a colleague and I brought together a diverse group of students and created a peer mediation class that helped defuse situations before they became disciplinary issues. She said through that class, she learned about things that were happening in our classrooms and hallways that were invisible to staff and administration. She said as a result, another colleague and herself started our anti-racism taskforce that helped inspire a district wide DEI Program. She said she has seen firsthand some of the struggles that students who feel like others or outsiders experience including those of the LGBTQ community. She said she has participated in numerous DEI training programs, and she understood that providing a safe and supportive environment for all our residents is essential. Finally, she said her experiences as student activities director showed her just how important the right programming is in the right situation, whether it be informed, informational, or educational in nature, or just something to bring much needed levity to the stressed out and overworked. The library is the perfect place to bring people together for a sense of community, whatever their interests may be, like our public schools or public libraries have the responsibility and the privilege to support and enrich the lives of all our residents. She thanked them for the opportunity to speak before you that evening. She noted that if she was appointed to the Library Board, she hoped to learn a lot from her fellow board members. She said she would do her best to help the Novi Library continue to serve our community in the most effective way possible.

5. Alexis Hart - Library Board

Ms. Hart introduced herself, she said she was most importantly a mother of a toddler, little Lily, and she loved taking her to the libraries. She thought education and freedom of education was one of the pillars of our community and our country. It is something she cherished very deeply and she, unlike Leslie Knope, she said she was a fan of libraries. She said she would like to contribute to her community in that way. She commented that she is a new resident of Novi, she moved here about two and a half years ago, originally from Florida and then lived in the Grand Rapids area. She had a political and nonprofit background and currently ran two nonprofits in the state of Michigan, that focused on DEI training, professional development, along with candidate recruitment and training. She said some of you may have seen one of our training courses at some point, but she currently manages a team of 10. We have about a million-dollar budget, and she thought maintaining fiscal responsibility through the Library Board is something that she would like to uphold when looking through the 2021-2022 Report through the Library

Board. She believed a lot of people apply for these positions because it is something they want to change. She said there is a lot that she wanted to maintain. She thought the DEI Programs that have been put forward are fantastic. She thought the programs that are going through the Library are wonderful, and it is something that she would like to help with. She stated she trains candidates, she did not want to be one, so this is a way to serve her community, through the Library Board. She said she did apply for the Elections Board, but she thought the libraries are where she would be best suited. She thought managing a budget and having that leadership over the Library Director and overseeing its general function would be her opportunity to shine. She said she was happy to be considered for this position, and it would be an honor if she was able to serve her community.

6. Ariana Kabodian - Library Board

Ms. Kabodian introduced herself, said she was a Novi native and has lived here for about 31 years. She commented that she grew up going to the Novi Public Library since she was young. She was part of the "Battle of the Books", she loved reading, and she loved writing and still does. She said growing up that continued into her adulthood, she mentioned that she was a published author. She said her book is called "Forget Me Not: Armenian Genocide Recollections." She said it is about preserving her family history through doing nonprofit as the author proceeds go to help children in Armenia, because her book is about her Armenian family history. She said it would be kind of full circle moment, if you will, to be part of the Library Board, knowing that she grew up attending the Library so much, but also because she understood a bit of the publishing side of how things work on that end that she wanted to bring to the Board as well. She also mentioned starting next semester she was planning on teaching at Cleary University.

7. Kelly Kasper - Historical Commission

Ms. Kasper introduced herself as a resident of Novi since 1997. She mentioned she was completing her second term, so six years as a commissioner on the Novi Historical Commission. She enjoyed her time serving the community of Novi as a member of the Novi Historical Commission. She thought our Commission works very well together as a team. She wanted to allow that read workflow to continue by remaining in her seat on the Commission. She mentioned a project that she has cofounded with Kim Nice which is Race Across Novi Project, she and Kim have done a lot of work over the past five years to educate the community, especially the youth in Novi on the history of our cemeteries and to partner with local businesses and work together to celebrate this community event that spreads goodwill and honor and decorate cemeteries for the holiday season. She said it also aids in the beautification of the City as well, and to remember and honor the Novi residents who have proudly and historically served our country. She was very proud to say we have just completed our fifth anniversary of this annual Day of Remembrance and with each year we find new and improved ways to share the Novi cemetery history with our local community members. Moving forward, she stated she has recently begun working on digitizing the cemetery files which are currently all in a big giant black binder. She said the data entry job is going to take numerous hours of time to input into a searchable spreadsheet, but it will make it so much easier to archive. She

stated it will make it efficient for our residents to access and locate historical grave site data and information. She said she volunteers and hosts the local history room hours once a month, every Monday that we have local history hours, she didn't want to misrepresent that. So, it is once a month our Monday office hours and in doing so she was able to meet the residents in the City of Novi who are curious about various aspects of Novi history. She said they come in and search for their answers to their questions. This research activity gives her an opportunity to learn ever more about Novi herself and to share that knowledge with others going forward. She enjoyed being on the Historical Commission and she thanked Council for their consideration.

8. Randy VanWagnen - Historical Commission

Mr. VanWagnen thanked the Council for taking the time to review his application. He stated he was a relatively new resident of the City. He was a native of Brooklyn, Michigan, a small town that may be familiar to some present. He said he was excited to see how he could contribute to his new community. He commented that along those lines, a few months ago, he decided to show up at a couple of these meetings to begin volunteering. He said he had a history degree, but he taught in a totally different field. He said he was an animator and a 3-D modeler. He stated it turned out when he walked in, his skill set fit in exactly with a couple of projects that they had been working on. He said we are already off to the races, so stay tuned. He said they are passionate about the importance of local history, aiding in the understanding and enrichment of any community and Novi has a rich history that is worth sharing with its citizens.

9. Jeffrey Wainwright - Corridor Improvement Authority

Mr. Wainwright introduced himself as a resident and a business owner in Novi for the last 20 years as well as the landowner and his background is both engineering, business and he has done his graduate work in business and clinical psych, and he also did some studies in Japan. He said he was proud to be part of Novi. He said he was also proud to have been on the Corridor Improvement Authority (CIA) since we really put it together and got this thing kicked off. He said we have done some incredible things in the last many years, many of the things' people don't know about, but the CIA is responsible for the Grand River Corridor basically between Haggerty Road and Wixom Road most of the work that is going to be done probably in the next many years will be from Novi Road towards Beck Road. He stated the goal is economic development. He explained our idea is to recapture tax money that has been paid, this is not a new tax, and it does not include school taxes. He stated these funds can be deployed in a multitude of different ways, primarily as streetscapes, lighting, park structures, sidewalks, roadway improvements, public transportation infrastructure that would be in compliance with the new transit tax that was put in place, pedestrian overpasses, and various EDC programs that are going to be coming to light in the next many months.

He stated some of the projects that they have worked on in the last recent time has been, we played a key role in the development of the Sakura Project that is at 11 Mile and Grand River. He said there was some land there that was so heavily contaminated that no developer would have bought that land, it would never had been developed. He

mentioned they were able to provide funding to do some offset to allow that land to be mitigated and to be developed and this core project will probably open, he guessed around June of this coming year. He spoke about the other programs in the past that there was a loan program we put in place that would allow some funds to be used for the Ring Road that was to bypass Grand River and Novi Road. He said those advanced funds allowed that project to kick off sooner than it probably would have otherwise. He said that has made a huge improvement to the driving in Novi and he thought we are all grateful for that improvement. He stated there is a lot of work to be done in the future and he would like to be part of this, especially in compliance with the new zoning that is going in place between Beck Road and Taft Road. He believed the CIA could play a key role in that and he was eager to be involved and to be a contributor.

10. Debbie Wrobel - Historical Commission

Ms. Wrobel introduced herself as a resident of Novi since 2001. She said she was finishing up her first three-year term on the Historical Commission and was asking for reappointment to the Commission. She stated the history of Novi is rich and she enjoyed the collection, preservation, and presentation of our history to the community. She has worked on the Spring Palooza Superheroes Event that brings the residents together and informs them about city services. She said the Library talks when we bring in speakers to talk about local history for the community to attend, The Wreaths Across Novi to honor the beloved veterans at our local cemeteries. She helped post the USO Style Canteen at the Library and put on by the Library with music and lunch for the residents and community. She looked forward to working on future historical projects for the City. She mentioned that currently they were working on a project that Randy has helped us with, it is the General Store to show the community what It might have looked like and how it had served a community back in the 1990s that was part of the four corners of Novi. She stated she was passionate about the past and future of Novi. She said we as a Commission are a team to share these stories and projects for the benefit of education and enjoyment of the residents in our great City of Novi.

11. Rachel Yamakura - Library Board

Ms. Yamakura introduced herself to Mayor Fischer, Mayor Pro Tem Casey, and the City Council. She stood before them that evening enriched by a journey deeply rooted in community engagement, equity, and education. Her volunteer roles both with the Novi Educational Foundation and as a member of the Michigan Department of Civil Rights as counsel for government and education have profoundly shaped her perspective. She noted that at SEMCOG, her leadership and regional planning and policy advocacy established an inclusive approach to community service, reflecting our Library's commitment to cultivating learning, inspiring creativity, and fostering inclusivity. Her experiences ensure robust financial stewardship, which is pivotal for our Library's integrity and strategic success. She stated at Lansing Community College where she served as the Director of Equity and Inclusion, she devised strategies that coupled managing a departmental budget of 500,000, which demonstrates her aptitude for adapting resources, services, and facilities to effectively meet the evolving needs of our community. She said currently at Guidehouse, she was leading DEI and Health Equity

Initiatives for the CDC Injury Prevention Center. She said she has refined her skills in strategic planning, leading climate assessments and program development. She said this role underlines the significance of investing in staff and retention aligning perfectly with the Library's ethos of community centered service and collaborative growth. She was very much committed to this community. She said she has been here for about nine years or so. She looked forward to contributing to the Library on a more personal note, her seven-year-old son, her husband and herself spent a lot of time at the Library and looked forward to contributing.

Mayor Fischer thanked everyone for coming out that evening. He said that concluded the Interviews for Boards and Commissions that we need to have. He reminded everyone that these decisions will not be made that evening for the Boards and Commissions. He announced they will be made at the next regularly scheduled meeting, January 8, the first regular scheduled meeting in 2024.

PRESENTATIONS: None

MANAGER/STAFF REPORT: None

ATTORNEY REPORT: None

AUDIENCE COMMENTS:

Andy Meisner said he was the former Oakland County Treasurer, and he sent regards from his mom, Marion McClellan, mayor of Oak Park and came here this evening to reintroduce himself and a new role. He said he had the honor of representing Oakland County as treasurer for 12 years and appreciated the partnership that he enjoyed with many of you in Novi and representing such a fine community as Novi is. He stated that in his new role he is CEO of a new community bank called Community Unity Bank or the CUB. He stated their focus is on small business lending. He said they are the second new bank in Michigan in the last 12 years, and only the third nationally this year. He brought a top five list of safe banking practices that he wanted people to follow in 2024 for good financial health. He said number five on his list, make sure that the place you place your deposits is FDIC insured or insured by the Credit Union Administration. Number four, he stated according to the local FBI office, gel pens are harder to get off a check by the bad guys. He said there is an active check fraud ring that is going on in Oakland County, so if you are writing a check, use a gel pen. Number three, he suggested always using the multi part authentication, it is worth it to protect your cybersecurity and your identity. He said these days, everything is very much password enabled. Two, make a good password, you should have a number, letters upper and lower as well as symbols in your password. Number one on the list, for sound financial wellness in 2024, do not click on a link in a text or email that you do not recognize or that is off by one letter. He commented that the second largest amount of fraud in the country comes from business email compromise, somebody clicked on the wrong thing. Be careful where you click. He appreciated the opportunity to be with you this evening and he thanked the Council and municipal team for their public service.

Bob Copes, 40571 Ladene Lane, Novi mentioned that the City Council received his application and have read through it may recognize that he was a former member of the Oakland County Board of Canvassers. He said he used to joke with former Mayor Gatt that when he sat in your chair Mayor that he was not the mayor until he signed the document to certify he was the mayor. He stated that while on the Board of Canvassers, it was rare, there were times when the Board was challenged to try to determine the will of the voter. He said there is a determination that goes back to a Supreme Cour decision in December 2000, where the Supreme Court ruled on a Florida Supreme Court decision, in essence stating that the will of the voter cannot be determined. He said there have been arguments made before this Council stating that the fourth-place finisher should be granted to the open City Council seat. He said this is tantamount to the Council determining the will of the voter. In closing he wanted to share with you the will of this voter. He stated the ballot said vote for three, he voted for three, he did not vote for four, so his will to fill the open seat on City Council cannot be determined. Had the ballot directed to vote for four of them by choice for the candidates and they have increased the vote tally for someone finishing lower down the ballot than our current fourth place finisher. He wondered how can it be determined that the fourth-place finisher does in fact reflect the will of the voter when the voter did not know or understand that they might potentially be voting for a fourth person to be seated on the Council.

Becky Staab, 41887 Cherry Hill, Novi introduced herself and said she has been a voter for 42 years. She said on November 7, she went to the ballot box knowing that she had three votes for City Council, and she had one vote for mayor. She said if she knew that if Mr. Martinez was elected to the mayor's position, Mr. Fischer would stay on the City Council. She knew that if Mr. Fischer was elected, that would leave an empty seat on the City Council. She also knew that the City Charter said that either City Council would fill that seat, or there would be a special election. She said she did a little research and found out that a special election would cost somewhere around \$70,000. She said that would be money that could not be used for parks or roads, police, and fire. She thanked Council for voting to interview people last week and saving \$70,000. She said she went a little farther because she watched the interviews last week, and there were 15 people who were interviewed, and for the most part, their answers were great. She said they understood we have a City Charter; we have a system, and we are following the system. She said she looked at the election results, and she could see that 12,650 people voted, and 50 ballots were thrown out for some reason. So, 12,565 people had a chance to vote for any of the six people who were running for election, the top three were elected, the bottom three were not elected. She said when she looked at the numbers, it looks like there were 7001 to 9909 people who choose not to vote for those three people who did not come up higher on the ballot, so you have a decision to make that evening. She said it did not have to do with age, gender, or ethnic background or who ran and did not win, or who is going to run and may or may not win, you must pick a person who will sit on this Council and when you have a vote and it was said so well last week, if you have a vote that goes six, one or four, three, the person you sit with on the Council has to be able to accept if they are the number one, or if they are in the three or if they are in the four and move forward, because you need to move forward and not keep looking

backwards. She thanked Council for their time, for listening, but most of all thanks for saving the City \$70,000.

Ginger Barrons, 24777 Glenda, Novi said she has been a lifelong resident of Novi. She stated she is also a lifetime realtor, and she was concerned about our Home Occupation Ordinance. She said rather than go into specifics that evening, because you have not chosen them yet, it is only in the first reading that evening. She will save that comment for later, but she wanted to say be careful, property rights are very important to people and what they do in their homes is very important to them. She said in this new era, we have a lot of people whose employers have sent them home to work. She commented that some of the things that she read in the proposed ordinance concerned her. She thought there are ordinances that we currently have on the books that addressed a lot of the concerns that you have. She noted the first one that she would start with was noise in the first place, she thought you need to enforce that as with our trash hauler, because at 6:15 a.m. on Halloween morning was not fun, and it is not fun at 7:00 am on every other Tuesday either. She said there are ordinances in the books, she was concerned about the things that you speak to have the number of children perhaps, that someone may have in their home for instruction, for reading at one time, you have got it limited to four. She thought there are a lot of teachers that would tell you a group study is sometimes important, so she was concerned about the limitations. She understood that home businesses can be disruptive and she sympathized with the people that are, but what she saw in our ordinance is that we put ourselves in a position where we have to spend more money to enforce ordinances, or attempt to enforce an ordinance because of a complaint that wasn't valid, because the new restrictions are coming in so restrict, that she could have the youth group at her house on Sunday morning for a couple of hours, and her neighbors are going to call and complain about the car traffic or whatever, thinking she is running a business. She said some ordinance officers are going to have to investigate that, and they are not going to have to come to her. She was really concerned about what we are doing with this ordinance. She wanted to say you are on a slippery slope. Please be careful. Thank you.

CONSENT AGENDA REMOVALS AND APPROVALS:

CM 23-12-154 Moved by Casey, seconded by Thomas; MOTION CARRIED: 6-0

To approve the Consent Agenda as presented.

- A. Approve Minutes of:
 December 11, 2023 - Regular Meeting
- B. Approval of a Michigan Department of Transportation Performance Resolution that authorizes the City of Novi to use state highway right of way for installation of Flock license plate reader cameras within the State right-of-way.

- C. Approval of a Storm Drainage Facility Maintenance Easement Agreement from Pulte Homes of Michigan LLC for Ballantyne Development located north of Eight Mile Road and west of Garfield Road (parcel 50-22-31-400-007).
- D. Approval of a Storm Drainage Facility Maintenance Easement Agreement from Eight-Haggerty Venture LLC for Tappers Fine Jewelry located on the east side of Haggerty Road, north of Eight Mile Road (parcel 50-22-36-476-003).
- E. Approval of a Storm Drainage Facility Maintenance Easement Agreement for Vibe Credit Union located on the south side of 12 Mile Road and west of Cabaret Drive (parcel 50-22-15-126-023).
- F. Approval to accept the residential streets as part of Dixon Meadows Phase 1 and 2 and adoption of Act 51 New Street Resolution accepting Sedgwick Boulevard, Verona Drive, Billings Drive and Hanover Drive as public. Adding 0.65 miles of roadway to the City's public street system.
- G. Acceptance of a sidewalk easement for completion of sidewalk improvements at 27100 Wixom Road in the amount of \$13,200.
- H. Enter Executive Session immediately following the regular meeting of December 18, 2023, in the Council Annex for confidential written communication for legal counsel and to discuss pending litigation, Novi v Malles.
- I. Approval of claims and warrants – Warrant 1146

Roll call vote on CM 23-12-154

Yeas: Heintz, Smith, Staudt, Thomas, Fischer, Casey

Nays: None

MATTERS FOR COUNCIL ACTION:

- 1. Consideration of approval to award our currently contracted vendor, American Generator Sales and Service, LLC, the City of Novi Fire Station #2 and Fire Station #3 generator replacement project in the amount of \$163,311.09.**

City Manager Cardenas explained that unfortunately the way our teams have dealt with power outages and our fire stations have run their course through the unfair, and unfortunate frequency that outages we have been experiencing in the community. He stated these generators will provide continuous heat or air year-round. He said as we look to improve our Fire Facilities in the future, we hope that these generators can be repurposed into our Park's Facilities around the City.

Mayor Pro Tem Casey said she was going to ask that very same questions, so thank you for preempting that with this.

CM 23-12-155

Moved by Casey, seconded by Smith: MOTION CARRIED: 6-0

Approval to award our currently contracted vendor, American Generator Sales and Service, LLC, the City of Novi Fire Station #2 and Fire Station #3 generator replacement project in the amount of \$163,311.09

Roll call vote on CM 23-12-155

Yeas: Smith, Staudt, Thomas, Fischer, Casey, Heintz

Nays: None

- 2. Consideration of approval to purchase a Toro Groundsmaster 4700 Wide Area Mower through Spartan Distributors in the amount of \$104,995.02 utilizing a cooperative purchasing agreement with Omnia Partners.**

City Manager Cardenas said this mower will increase the efficiency by mowing areas in a third of the time that are in various locations. He said with the addition of Bosco Park, Northwest Park and Beacon Hill, we are looking at ways to take on these properties quicker, and we believe the mower will do that and will be replacing some older ones we have in the fleet.

CM 23-12-156

Moved by Smith, seconded by Casey: MOTION CARRIED: 6-0

Approval to purchase a Toro Groundsmaster 4700 Wide Area Mower through Spartan Distributors in the amount of \$104,995.02 utilizing a cooperative purchasing agreement with Omnia Partners.

Roll call vote on CM 23-12-156

Yeas: Staudt, Thomas, Fischer, Casey, Heintz, Smith

Nays: None

- 3. Consideration of Text Amendment 18.303 to amend Section 7.1, Nonconformities, of the Zoning Ordinance to provide the option for expanding a nonconforming use through a Special Land Use to be considered and potentially approved by Planning Commission after a public hearing. FIRST READING**

City Manager Cardenas explained that this is our first of two text amendments that are just for first reading only. Currently, if a property in a residential home is in a business district, they are considered a non-conforming use. He noted if that owner would like to expand, improve, or otherwise make significant changes to that property, they will be prohibited to do so under the ordinance. He stated the proposed ordinance amendment provides the option through Special Land Use to be considered and potentially approved by the Planning Commission.

Member Staudt thought that this Text Amendment rights a lot of wrongs. He said he has had a lot of residents at least two very significant cases where things were changed a long time ago that did not reflect future and 20 to 40 years later, they wanted to expand

their business or do something at their home and were not able to. He thought this was a big improvement.

CM 23-12-157 Moved by Staudt, seconded by Casey: MOTION CARRIED: 6-0

Approval of Text Amendment 18.303 to amend Section 7.1, Nonconformities, of the Zoning Ordinance to provide the option for expanding a nonconforming use through a Special Land Use to be considered and potentially approved by Planning Commission after a public hearing, subject to further modifications as determined necessary by the City Manager's Office or City Attorney's Office. This motion is made because the ordinance amendment helps existing homeowners and business owners wishing to make renovations or limited expansions without having to seek a rezoning. FIRST READING

Roll call vote on CM 23-12-157

**Yeas: Thomas, Fischer, Casey, Heintz, Smith, Staudt
Nays: None**

4. Consideration of Text Amendment 18.304 to amend Section 4.4, Home Occupations, of the Zoning Ordinance to update and clarify language pertaining to home occupations in the City. FIRST READING

City Manager Cardenas explained this proposed ordinance amendment builds in the current ordinance regarding home-based businesses, we use the government term Home Occupations, the government the amendment provides additional language for specific negative effects such as outdoor storage or products or equipment or selling equipment, vehicles, landscape equipment or machinery, among others. He said a summary of the new sections that have been included in this amendment is included in your motion sheet with specific changes provided again.

Member Staudt commented that as the person who is most frequently accused of proposing this originally, we had a lot of discussions about it in the Ordinance Review Committee last year. He said he never got a sense that we got our arms around exactly what our intent was. He said it has far reaching implications. Sometimes when you ask the interpretations is one thing. He suggested that we go back to the drawing board a little bit, return this to the new Ordinance Review Committee when it is named, sit down and he thought provide more clarity to the residents about what we are attempting to do. He said there is a lot of angst out there about us stopping Girl Scout cookies and having Tupperware parties and none of these things have even been anything that we have discussed. He thought that we needed to do a better job of communicating what our intention is and describe what the scope of that is and we also need to make sure residents could provide input so that we are not missing something that has unintended consequences. He said he moved to move this back to the Ordinance Review Committee for review and bring it back at a future date.

CM 23-12-158 Moved by Staudt, seconded by Casey: MOTION CARRIED: 6-0

Approval to send Text Amendment 18.304 to the Ordinance Review Committee for review and a future recommendation to Council.

Roll call vote on CM 23-12-158 Yeas: Fischer, Casey, Heintz, Smith, Staudt, Thomas
Nays: None

5. Appointments to Board of Review & Zoning Board of Appeals

City Clerk Hanson provided the results of balloting: Board of Review, Margaret Beller was reappointed for the full term, and Joseph Samona was appointed to the partial term and the Zoning Board of Appeals, Michael Thompson, Cliff Montague, Joe Peddiboyina, were reappointed to the full terms, and Larry Butler was appointed as alternate.

6. Appointment of City Council Member

Mayor Fischer commented that the next item on the Agenda was the appointment of a city council member to fill the remaining spot, two years from his term. He asked City Manager Cardenas if he had anything to add that evening. Mr. Cardenas replied, no. Mayor Fischer said as we all know, a couple of weeks ago, we went ahead and interviewed last week, and interviewed about 16 or 17 different people. He explained in the past, they typically have done it by ballot, sometimes they have one it by roll call vote as well. He said given the number of candidates, he suggested that we go down the path of a roll call vote that evening. He also said given the number of candidates and the interest in this as well he was trying to maintain a transparent process. He said he was going to propose and move forward with a roundtable, initial thoughts, discussion. He said he would start to his left with Member Staudt. He said he would give everybody an opportunity to give their thoughts or specific on their candidates, what they are looking for and some thoughts moving forward. He noted that he was not looking for any motions during this first round, just initial thoughts, and ideas. When we get to everyone and they have a chance to put some comments on the record, then we will open it up and call on people if there is a motion to potentially move forward with anybody.

Member Staudt mentioned last week, we had another great example of the excellent number of residents interested in our community and participating in the process, in his case it is very simple. He said he was looking for somebody with prior Boards and Commissions experience, somebody who has proven through a number of years of attending meetings, being on committees, being involved with the City on a day to day basis. He said that is really his top priority. He said there are other things that he was interested in seeing and he thought that we will have some very difficult decisions, because there are some very exceptional people available for this position.

Member Smith mentioned that over the last six weeks, he has heard a lot about and has thought a lot about doing the right thing. He said anyone who has watched the City

Council meetings has seen and an example of that is tonight, most of our votes are unanimous because it is clear what the right thing to do is in those cases, pay the bills, fix the infrastructure, provide public safety. He said where things get interesting for him, it is when we must wait for several potential right things and decide how to balance those. He believed in this case, or in these cases, we have each must answer for ourselves the questions that Member Heintz asked during the interviews last week, which he thought was a great question. How do you balance your personal beliefs against what is best for the City as a whole? We are also a deliberative body, it takes four votes up here to make a decision, so in addition to answering those questions individually, we also must find an answer collectively as a group. He said in the last years, compromises have been taken, and what he felt is a very undeserved negative connotation. He said it really is the fundamental basis of the democratic system. He asked, is it the right thing to do to appoint Ms. Raman because she was the next highest vote getter in the recent election, yes, he thought that would be the right thing. He asked if it is the right thing to do to be able to come to a decision that evening that avoids a special election, yes, he also thought that is the right thing to do. He said time and money are both limited resources, we would be spending at least three months in a six-person Council, which he did not feel would be a good thing for the city. He said as we saw during the chickens at large debate a few weeks ago, there is a reason for having an odd number of members on Council. He said in the upcoming weeks we will be deciding things like our goal setting and the budget for the following year, we need to have a full Council on board for that. He said as it was mentioned earlier, \$70,000 for a special election would have to come out of some other parts of the budget. He said now that we have gone down the path of interviews, we have yet another great thing to do, which is listen to each person who applied with an open mind. He said anyone who has ever stood at that podium to address Council knows that coming up there and then speaking to us is not easy. He said it is even harder when you do not know what the questions are going to be, and he wanted to thank everyone who came out to interview, we can only appoint one person, but he hoped that everyone who came out stays involved with the City. He said there are a lot of good ideas, good people, that would be valuable additions for our City, and City functions. He stated regardless of what decision he makes here, there are going to be people that are not happy. He said we can talk now, and he was totally fine with that, but he thought the real test would be in four or five months. He said let's see what happens when we find a new member and what we have accomplished as the Council in that time, and then we can talk about have we made a good decision.

Member Heintz thanked Mayor Fischer and everyone that applied for the Council candidate position. He said during his orientation from City staff last week, he was walked through the organizational chart, as was referenced during the interview. He said it was impressive to him to see the citizens probably on top of the City Councilmembers. He said this is an important reminder to him that our position here is to listen to the voters, and that is our role to serve the voters. He said it was made through make clear through that raining as well that our position is as a fiduciary, that simply setting our own personal needs to decide and prioritize the needs of the residents themselves. He said the foundation of the democratic process is based on using votes of the citizens to elect government officials in being that elections were recently occurred, he felt that the moral responsibility

of the Council is to recognize the votes from nearby residents and select the fourth highest vote getter. He wanted to make it perfectly clear, this is not about the individual, it is about the principle to him, whether we have any of the other candidates, if they were to have received the fourth highest votes, his position truly and genuinely would be the same as it is today. He felt that by ignoring the voice of the voters, we are potentially losing the trust of the voters, and that we hire her to serve. He said that was his concern, but he was willing to move in the best possible way he could.

Member Thomas started by thanking everyone who came out that evening. She said it is so impressive to see the residents that we have, who are so engaged and so qualified that they would step forward to do their part for our community. She commented if you have seen the last few Council meetings, you know that she was not a fan of this interview process, she did not think that it was the right way to go. She mentioned in most cases, everything that comes before us is either clear, or there are pros and cons that you can weigh, there are shades of gray. She said it is rare that she was so certain about a topic as she was that evening. She felt she would be remiss if she did not share her fervent belief in this prior to the completion of this process this evening. She stated for those of you who do not know, running for office is the worst job interview process you can do, you have to go through and convince so many people that you are the right person for the job, a lot of people who do not want to talk to you, that you are the right person for the job. She said it takes a commitment to this position that she did not think that there is an easy way to get it other than going through the election process, putting your name in the hat. She said once you do go through that and you get in the spot, every moment that you work up here, you spend it wanting to do your best because of all the people who believed in you, you have all of the people who are willing to mark your name on a ballot and there are people that don't even know you exist. She said she has spoken to many people, and they say, "You are on Council". She guessed that they did not vote for her, but that is okay. She said you serve all of them. She said we have four people who are sitting in their spots because of the results of an election, and that is the same election that placed them in their seats that created the open seat, and we have the results of that exact same election. She thought the option that made the most sense is to listen to the voice of the voters and appoint the next highest vote getter. She said it seemed very clear to her that is the right way to go. She stated our job is as servants of the community, and as the voice of the community that should drive their decisions. She said she could not think of a voice that is louder than those election results. She believed the right thing to do is to appoint the next highest vote getter, the right person to have the seat was Sujata Raman. She said unfortunately, though, as much as she truly believed that she was right about this, she had the opportunity to vote on it, and she lost. She said we have already had the vote; she has already lost that vote. She said the interview process has already been decided, and therefore she must be ready to work within that process to allow our city to move forward. She said whoever the next council member is, sometimes you are going to fight, and you are going to win, and sometimes you are going to lose. Please make sure that you can do both things well, we have a whole city counting on us.

Mayor Pro Tem Casey commented that she liked that they all prepared their remarks well in advance. She thanked the applicants for being willing to share their time and their talent with the City. She was overwhelmed, but in a good way, when we saw the total number of people who stepped forward. She said you know what she thought we all know, and what she has learned over 23 years of being in the city that in Novi when a call for help is made people step up, they come to help. She said we have a pool of amazing candidates that we must choose from. They all have wonderful skills and experiences that would be a benefit to the City and would be a compliment to those of us up here. She commented that unfortunately, we can only pick one of those amazing candidates. She wanted to say to all those candidates that she sought appointment first in 2010, so she understood what it is like if you are not the one who is appointed. She asked them to not let this deter you from continuing to be engaged and involved, we can absolutely use your talent in this City. We have a lot in front of us as a city and a council, you have heard it already. She said in this first week of January, on January 6, we start our budgeting process with our Goal Setting Session, it will be at least a half a day, and it will be a wonderful conversation, but we are starting right away again. She said that is the first step in the process of setting the budget. She mentioned as a City and a Council we also need to start thinking through some of the big issues that we face as a city, and she was going to rattle off a bunch you have probably heard them once or twice in the last handful of months. She listed some of the items they need to talk about, library funding, CIP millage renewal, older adult needs, including the possibility of potentially a senior center, police and fire stations, we know we have some building work to do there, Beck Road and other major road improvements. She said she could go on, but she would stop there. She felt that we needed someone who could come in and hit the ground running to keep the goal of the city and the work of the city moving forward. She said it is for this reason and keeping in line with how she has made her decision and previous appointments, she will weigh the information in the application. She weighed the conversation during the interview process, and she placed a strong emphasis on applicants with prior Board and Commission experience. She stated she had made that move herself and came from a Board on to Council and she knew how much having the type of experience on a Board helped her understand how the City operates, how to handle herself on a Board as a Board member, and how to work with City staff and leadership and that made a huge difference in the learning curve that come to all council members. She concluded her remarks by saying thank you again to all the applicants, you did a tough thing coming that evening and standing in front of your fellow residents, putting your heart and soul on the line and being willing to stand forward to help the City. She was grateful to those of you who stepped forward and she looked forward to seeing you, hopefully finding another role in the City if you are not chosen this evening.

Mayor Fischer thanked Mayor Pro Tem Casey and said he will have to find a way to start commenting before her because often, she takes pretty much all the words out of his mouth. He said we have 16 or 17 great candidates, that all came before us and put their name in the hat and were willing to give of their time. He said he has been through the appointment process, both as an applicant and as someone appointing someone to Council. He said this group with their amazing backgrounds, their diverse personal and

professional experiences, was probably the most capable whole group of people that had stepped up to serve in this capacity. He said there were so many different candidates who brought different backgrounds, they showed their grasp and understanding of city issues. They understood the city process, the role of the City Council. He commented that they were amazing questions by his colleagues, and he thought that bar was set high, a lot of the candidates rose to the occasion. He said like some of the other people who have commented, one of his primary goals is to have someone with experience on a Board and Commission, etc. He thought that is of utmost importance to him, because the relationship that any board has with the staff liaison, whether it is the City Council with the City Manager, the Library Board with the Library Director, you understand the role very quickly, and given to this as a short term. He stated that given all the projects that Mayor Pro Tem Casey mentioned, we do need someone to hit the ground running. He said looking through the applicants and thinking through the interview process, there are easily five to seven candidates that he would easily support if their name was thrown out that evening. He said easily and he would be honored to sit with them up here on City Council. He hoped that we would get to a point that evening where we can do what he thought the voters truly want and overall, that is avoid the expenditure of a special election, and choose one of the many very qualified candidates and do so in a unified manner. The reason that he called your name wrong, as he was writing down something, Member Smith said, that was very profound to him, that compromise has really grown a negative connotation in much of politics. He thought that Novi does a great job of rising about that and he hoped that we can, hopefully do that, find a candidate, find an applicant that we can all work with, and welcome them with open arms.

Mayor Fischer concluded that we will hopefully get to one person and there will be 15 or 16 people who do not make it, many of them that he has known for quite a while and again that he would have voted for himself, but we must choose one. He said to all those who did not make it, he wanted to say thank you as well, again, he was an applicant twice. He stated some of his colleagues on City Council passed over him one of those years, he will remind them he will not hold a grudge, though. His point being that even if you get passed over and do not make it that evening, because we can only choose one, you may still end up in the mayor seat someday. He thanked his colleagues for such a deliberative process. He knew a lot of effort had gone into this and he wanted to commend each one of you as well. He said that will conclude his round one comments, and he will now open it up for further discussion and or a motion to fill the vacant Council seat.

aCM 23-12-159 Moved by Casey, seconded by Staudt: MOTION CARRIED: 6-0

Approval to appoint Priya Gurusurthy to City Council for a term ending in November 2025.

**Roll call vote on CM 23-12-159 Yeas: Casey, Heintz, Smith, Staudt, Thomas, Fischer
Nays: None**

AUDIENCE COMMENT:

Sujata Raman said she lives on Chesapeake Drive in Novi. She wanted to preface her comments this evening with the knowledge no matter what she does, or what she says, there will be people that will view her words as those of a sore loser, and that is fine. She said if that is what you must tell yourself to make yourself feel better, go right ahead. Her point is lost on you anyway. She said for everyone else, for everyone else that is listening, she was there to tell you that she was not a sore loser. She said she is a Novi resident, and one of 5614 voters whose voice was ignored and whose vote was invalidated in favor of the votes and voices of the six of you tonight. She said technically, you followed the City Charter, however, you did so in a way that suited your purposes, not those of the residents of the city you were elected to serve. She believed what you can do and what you should do are not always the same thing. She mentioned Mayor Fischer, you and I had a brief conversation after last week's meeting, during which she referenced Troy City Council's decision, in the same situation to respect the will of the voters. She said you told her that the situation in Troy was different than ours in Novi. She asked you then how it was different, but you were not willing to answer her question at the time. So, she asked again, how is it different? Tonight? She said she was angry, but more than that, she was sad. She commented not that she will not be sitting at the table with all of you, but because this Council failed to uphold one of the, if not the most, basic tenant of our system of government, if we as residents and voters cannot count on our elected officials to respect our voices, by way of our votes, what can we count on?

COMMITTEE REPORTS: None

MAYOR AND COUNCIL ISSUES: None

Mayor Fischer said they were entering into Executive Session at 8:08 P.M. and they did not expect to return to Regular Session that evening.

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 8:08 P.M.

Cortney Hanson, City Clerk

Justin Fischer, Mayor

Transcribed by Deborah S. Aubry

Date approved: January 8, 2024



CITY OF NOVI CITY COUNCIL
JANUARY 8, 2024

SUBJECT: Approval of a Street Lighting Purchase Agreement with Detroit Edison Company for the installation and ongoing operation cost of two (2) decorative streetlights located at each entrance of the Ballantyne subdivision and approval of an agreement with Pulte Homes of Michigan, LLC for the sharing of installation and ongoing operation costs per the City's Street Lighting Policy.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

EXPENDITURE REQUIRED	\$ 6,826.66 (Installation costs paid by City)
	\$ 515.44 (Annual operating costs paid by City)
	\$ 7,342.10 TOTAL City share
	\$ 3,451.52 (HOA paid costs)
AMOUNT BUDGETED	\$ 7,701.00 Streetlight Installation
	\$ 180,000.00 Streetlight Operations
APPROPRIATION REQUIRED	\$
LINE ITEM NUMBER	101-441.10-924.051 Streetlight Installation
	101-441.20-924.000 Streetlight Operations

BACKGROUND INFORMATION:

The developer of Ballantyne, Pulte Homes of Michigan, is requesting the installation of two (2) decorative streetlights at each of the Ballantyne Subdivision entrances, one located at Eight Mile Road and the other located at Garfield Road.

The Resolution for Amended Street Lighting Policy adopted on September 24, 2012, states the City will provide one single, standard overhead streetlight in the public right-of-way at major road entrances of residential developments to enhance public safety up to 100 feet from an existing electrical conduit. The policy states the City will pay for the ongoing operation and energy costs for one streetlight at the entrance, and ongoing operation and energy costs for additional lighting will be paid by the Homeowners Association.

Engineering staff worked with DTE Energy (Detroit Edison Company) and Pulte Homes of Michigan to determine the appropriate location for each streetlight and obtained an estimate of the installation and ongoing operation cost for two (2) streetlights at each entrance.

In order to facilitate installation of the streetlights, DTE Energy is requesting approval and execution of the attached Purchase Agreement. The DTE Energy agreement requires the City to pay the total installation cost of **\$10,278.18** and an ongoing annual lamp charge of **\$515.44** for operation and maintenance of the streetlight. As with all other street light installations, the City requires payment by the applicant for all reimbursable charges and the City pays DTE Energy directly.

The following table summarizes the cost sharing for the requested streetlights:

Description	City Share	Developer/HOA Share	Total
Installation Costs	\$ 6,826.66	\$3451.52	\$ 10,278.18
Annual Operating Costs	\$ 515.44		\$ 515.44

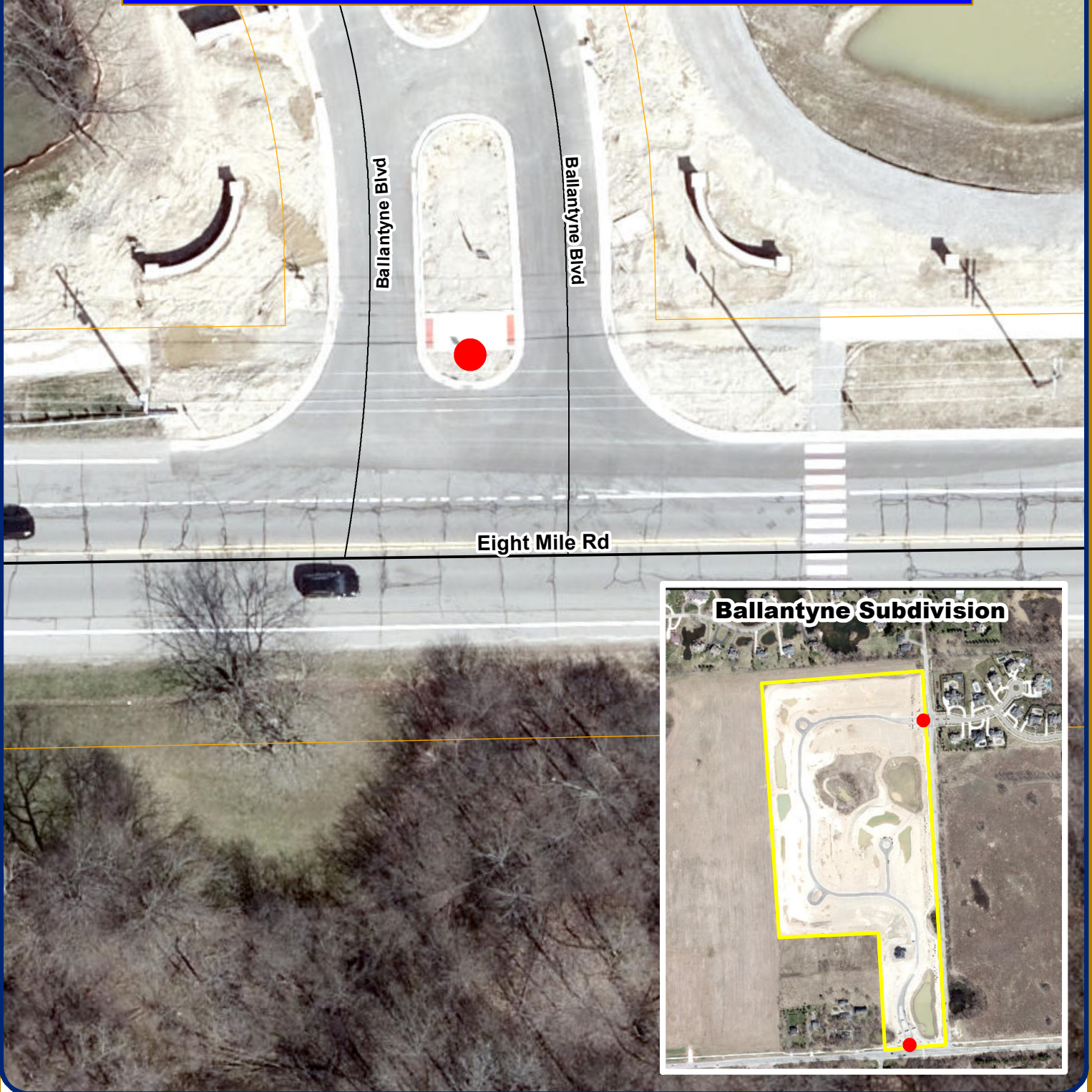
A second agreement between the City and Pulte Homes of Michigan, LLC is also provided for consideration to formalize the cost sharing and payment arrangement for the installation and operation of the streetlight. Pulte Homes of Michigan, LLC has paid the City its portion of the installation costs.

The proposed street lighting agreements have been reviewed and recommended for approval by Engineering staff and the City Attorney (Beth Saarela, November 20, 2023).

RECOMMENDED ACTION: Approval of a Street Lighting Purchase Agreement with Detroit Edison Company for the installation and ongoing operation cost of two (2) decorative streetlights located at each entrance of the Ballantyne subdivision and approval of an agreement with Pulte Homes of Michigan, LLC for the sharing of installation and ongoing operation costs per the City's Street Lighting Policy.

Ballantyne Streetlight Location 1

Ballantyne Blvd & Eight Mile Road Entrance



Map Author: Humna Anjum
Date: 11/09/2023
Project: Ballantyne Streetlight
Version: 1.0

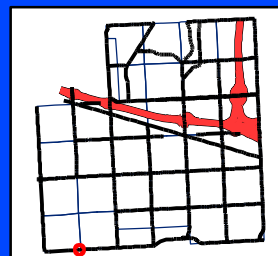
Amended By:
Date:
Department:

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.

Map Legend

- Proposed Streetlight Locations
- Major Roads
- Minor Roads
- Tax Parcels



City of Novi

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

Feet
0 5 10 20 30
1 inch = 35 feet



Ballantyne Streetlight Location 2

Ballantyne Blvd & Garfield Road Entrance



Map Author: Humna Anjum
Date: 11/09/2023
Project: Ballantyne Streetlight
Version: 1.0

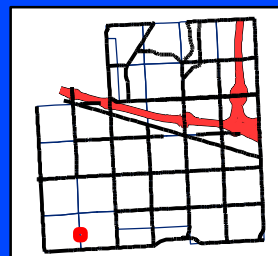
Amended By:
Date:
Department:

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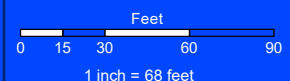
Map Legend

- Proposed Streetlight Location
- Major Roads
- Minor Roads
- Tax Parcels



City of Novi

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





December 27, 2022

City of Novi
Victor Boron
26300 Lee BeGole Dr
Novi, MI 48375

Re: Proposed Street Lighting-Ballantyne Development Entrance Lighting

I have completed your request for the proposed lighting and have prepared a cost estimate for the installation of one (1) streetlight near each entrance to the Ballantyne-Pulte development. Streetlights to be fed by underground cable.

The costs are based on the Option 1 Municipal Street Light rate, where DTE Energy installs, owns, and maintains the lighting system. The rate requires a portion of the construction costs be paid by the customer, which is determined by the following formula.

Underground fed 58w Luminaire. City Standard Up to 100'

Annual Operating Cost	\$557.60
Costs to Construct	\$8,499.46
3yr Revenue Credit	(\$1,672.80)
Contribution from the City of Novi	\$6,826.66

Underground fed 39w Luminaire. Decorative Pole Acorn LED Up to 100'

Annual Operating Cost	\$515.44
Cost to Construct	\$11,824.50
3yr Revenue Credit	(\$1,546.32)
Contribution from the City of Novi	\$10,278.18

The price quoted shall be in effect for a period of six months from the date of this letter, after which these costs will no longer be valid. Payment of the customer contribution must be made prior to the actual start of construction.

Please contact me for a Street Lighting Purchase Agreement if you would like to proceed with the above installation.

Please call if you have questions, 734-309-2937.

Sincerely,
Brandon R. Faron
Brandon R. Faron
Account Manager
Community Lighting



May 8, 2023

City of Novi
26300 Lee BeGole Dr
Novi, MI 48375

Re: City of Novi- Ballantyne

Attached is the agreement for the work to be performed at the Ballantyne development. A detailed description of the project is outlined in the agreements. Please print **TWO** copies. Please sign **BOTH** copies in the designated areas. A check in the amount of **\$10,278.18** is also required at this time. Please return **BOTH** signed agreements (as well as check made payable to **DTE Energy**) to the following address:

DTE Energy
8001 Haggerty Rd.
Belleville, MI 48111
140 WWSC-Brandon Faron

Please call if you have questions, 734-397-4017.

Sincerely,

Brandon R. Faron

Brandon R. Faron
Account Manager
Community Lighting

Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of May 8, 2023 between DTE Electric Company ("Company") and the City of Novi ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated April 11, 2022 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	68378647 If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	[Ballantyne Development-8 Mile and Garfield], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	2	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install (2) Code 16W posts, and (2) 39w LED Basic Granville luminaires on concrete foundations	
5. Estimated Total Annual Lamp Charges	\$515.44	
6. Estimated Total Annual Post Charges if selected	\$0.00	
7. Annual Finance Charge if selected	See paragraph 14 below	\$ 0.00
8. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$11,824.50
	Revenue credit:	\$1,546.32
	CIAC Amount (cost minus revenue)	\$10,278.18
	Credit for Post Charge, if selected	\$0.00
9. Payment of CIAC Amount:	Due promptly upon execution of this Agreement \$10,278.18	
10. Term of Agreement Special Financing Options are available – Please read stipulations within agreement and if desired check the appropriate box below: Post Charge Option ☐	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party. If Post Charge "box" is checked the Customer agrees to following term: 10 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual	

Finance Option ☐	written consent of the parties or by either party with thirty (30) days prior written notice to the other party.
11. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) ☐ YES ☒ NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices _____ 
12. Customer Address for Notices:	City of Novi 26300 Lee BeGole Dr Novi, MI 48375

13. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) ☐ YES ☒ NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts as provided in Section B below. When replacement equipment or spare parts are installed from Customer's inventory, Company will credit Customer in the amount of the then-current material cost of Company standard street lighting equipment in lieu of which the SOM is being used.

B. Customer will maintain an inventory of at least 0 posts and 0 luminaires and any other materials agreed to by Company and Customer, and will replenish the stock by ordering materials no later than thirty (30) calendar days after the materials are drawn from inventory. Costs of initial inventory are included in this Agreement. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for its costs (including the labor costs associated with Company's management of the supply chain for the SOM) no later than thirty (30) calendar days after receipt of Company's invoice for such costs. Customer acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at _____. Access to Customer's inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. If Company is unable to access the site during such hours for any reason, Company (i) shall be relieved from any obligation or commitment to complete the work as scheduled, and (ii) may, at its option, procure the inventory itself and have Customer to reimburse Company's costs for doing so. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to Company:

Name: _____ Title: _____

Phone Number: _____ Email: _____

Customer will immediately notify Company of any changes in the Authorized Customer Representative. Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by Company.

D. In the event that SOM is damaged by a third party, Company may (but is not required to) pursue a damage claim against such third party for all of Company's costs incurred because of the claim, including all labor and replacement materials. Company will notify Customer as to whether Company will pursue such claim within a reasonable time of the SOM being damaged.

E. In the event that SOM becomes obsolete, discontinued, or incompatible with Company's infrastructure, Customer shall select new alternate SOM that is compatible with Company's then-existing infrastructure. If Customer does not select compatible alternate SOM, Company reserves the right to select compatible SOM that is, in its reasonable judgment, substantially similar, or replace the SOM with standard materials, in either case being entitled to reimbursement from Customer for Company's costs in providing such transition of supply (including internal overhead and labor costs).

F. Should Customer experience, in Company's reasonable judgment, excessive LED equipment failures that are not supported by LED manufacturer warranties, Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of Customer.

14. Special Financing Options

A. Post Charge Option:

For new underground-fed installations of 5 lights or more after May 1, 2019, which require investment in excess of three times the annual revenue at the prevailing rate at the time of installation, the customer may elect to pay a post charge for each increment of \$1,000 investment required above three times the annual revenue.

Effective November 25, 2022 - For each increment of \$1,000 of investment which exceeds three times the annual revenue at the prevailing rate at the time of installation, add to rate per year an additional **\$79.44**.

B. Finance Charge Option:

As an alternative, where the required contribution exceeds \$10,000, upon agreement of the customer and the Company, the customer will pay an additional annual charge of the Company's weighted average cost of capital (6.79%) times the contribution amount in lieu of the cash contribution.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

DTE Electric Company

By: _____

Name: _____

Title: _____

Date: _____

Customer:

City of Novi

By: _____

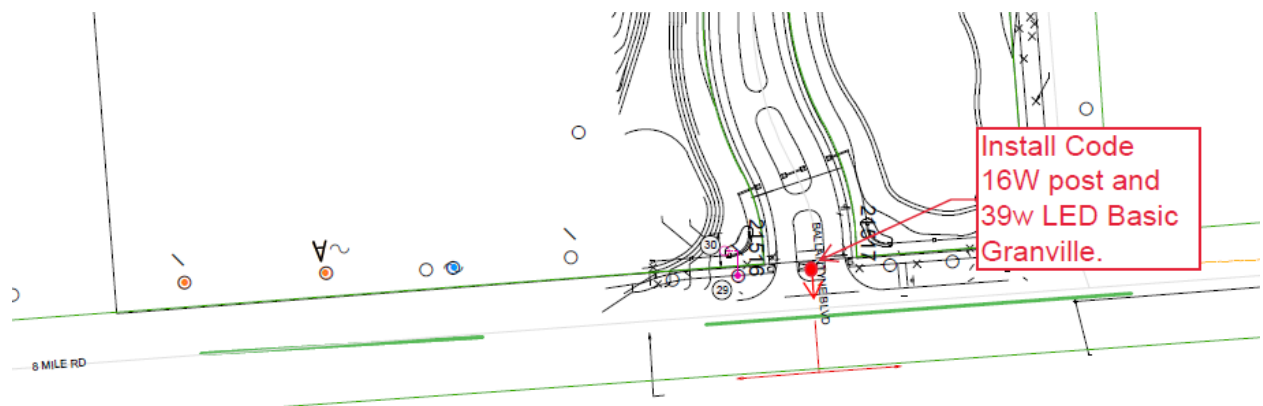
Name: _____

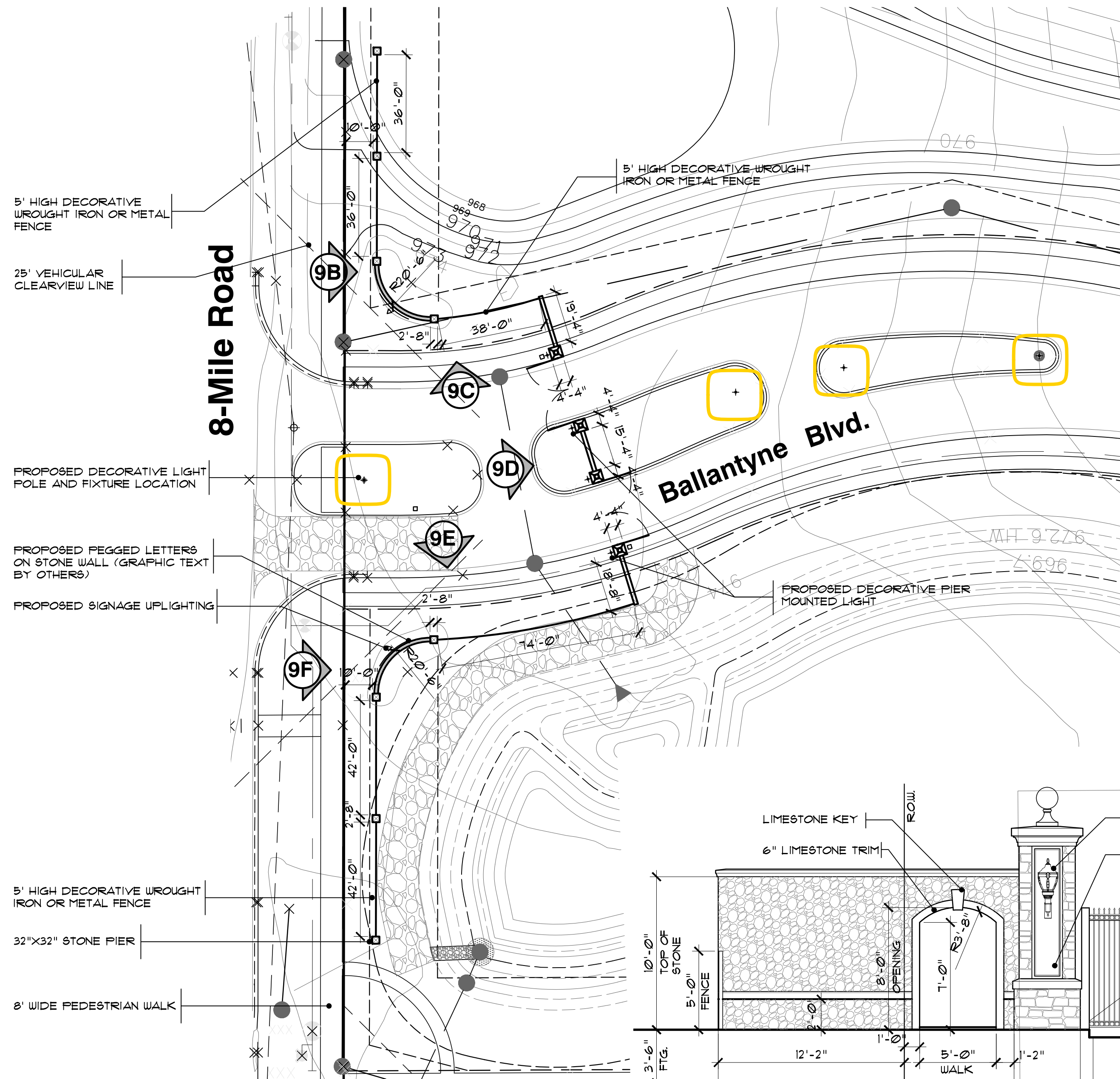
Title: _____

Date: _____

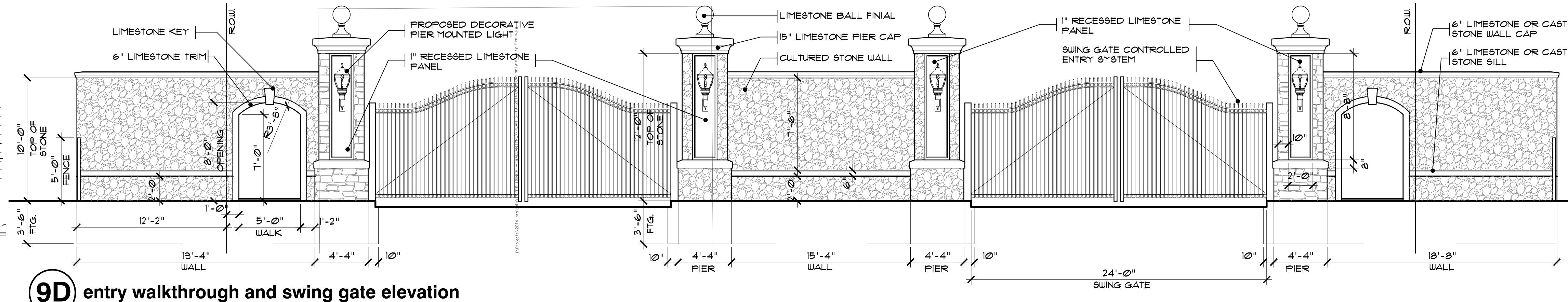
 SIGN HERE

Map of Location

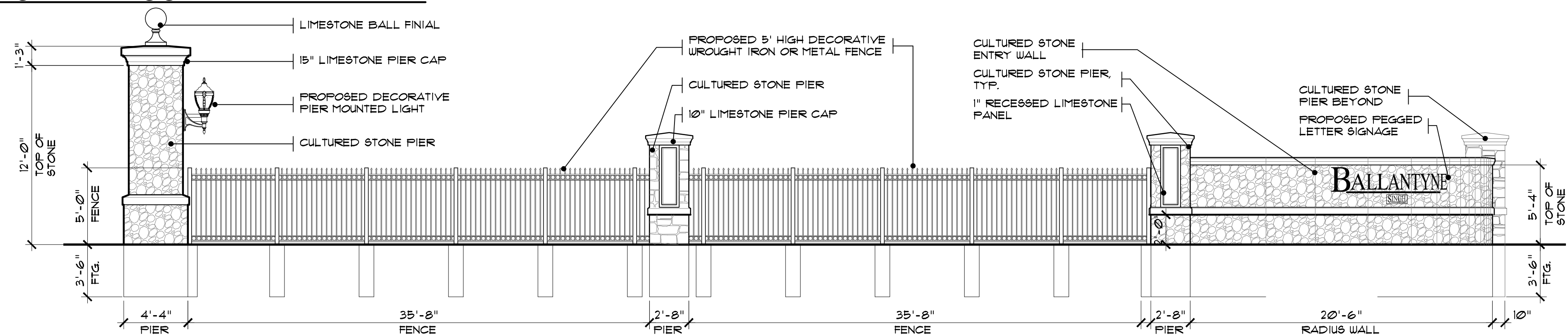




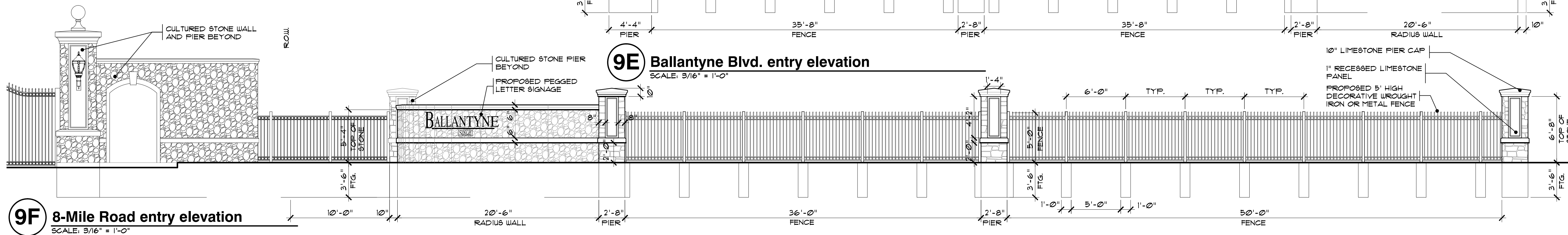
9A 8-Mile Road entry site plan
SCALE: 1" = 30' - 0"



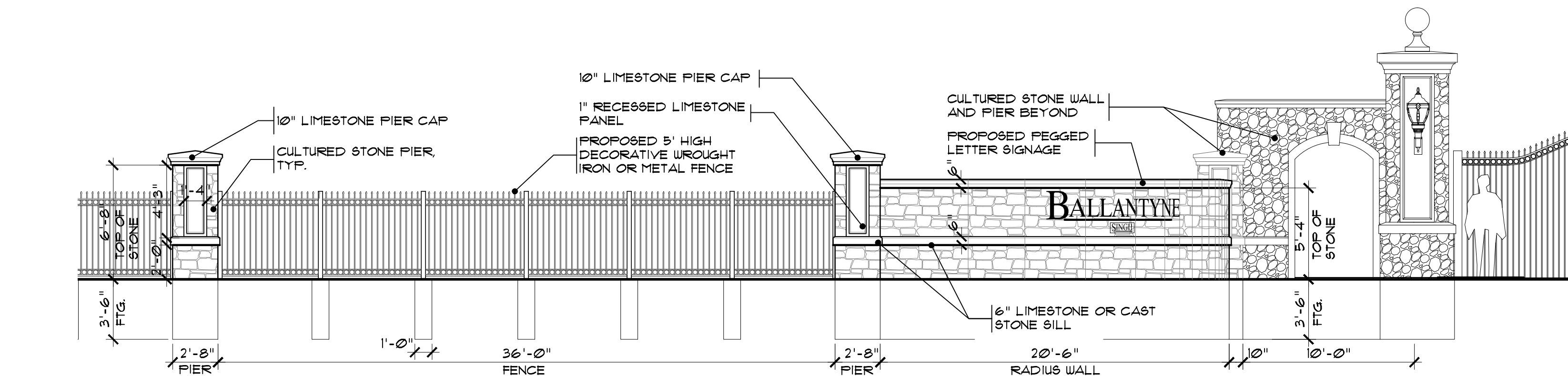
9D entry walkthrough and swing gate elevation
SCALE: 3/16" = 1'-0"



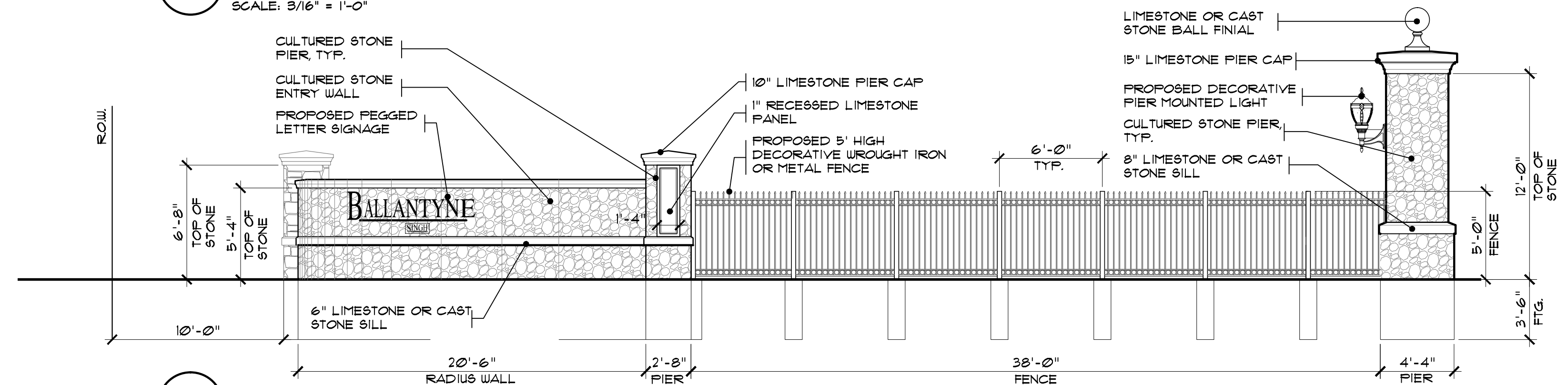
9E Ballantyne Blvd. entry elevation
SCALE: 3/16" = 1'-0"



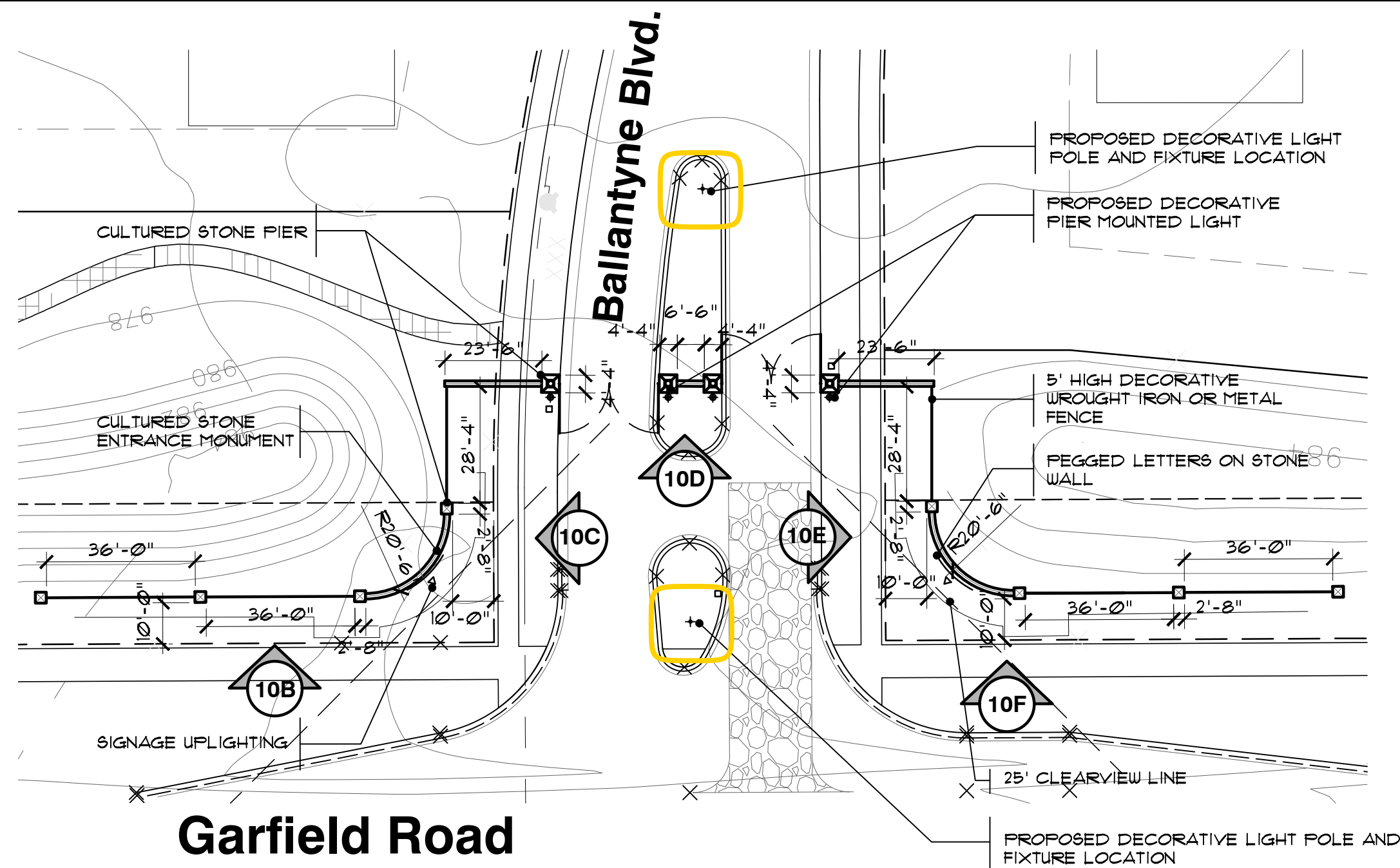
9F 8-Mile Road entry elevation
SCALE: 3/16" = 1'-0"



9B 8-Mile Road entry elevation
SCALE: 3/16" = 1'-0"



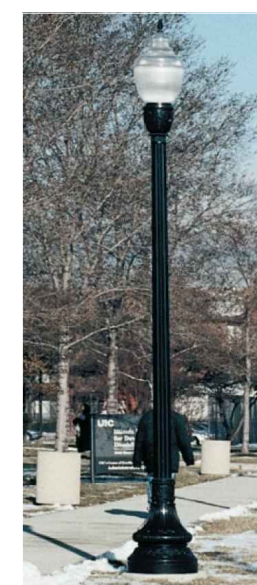
9C Ballantyne Blvd. entry elevation
SCALE: 3/16" = 1'-0"



Garfield Road

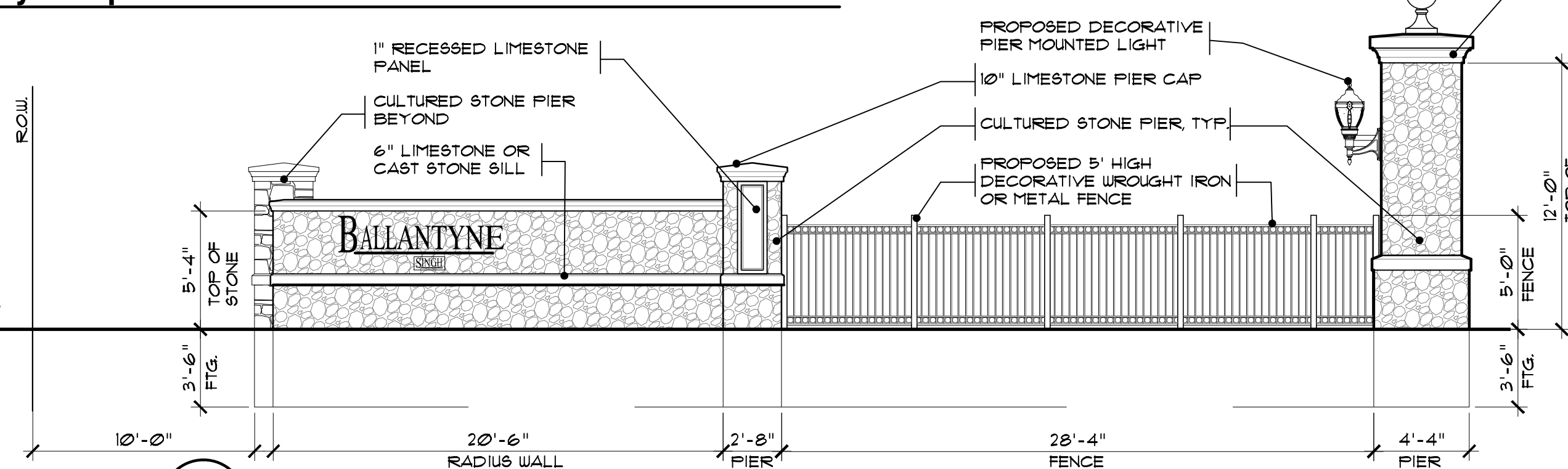
10A Garfield Road entry site plan

SCALE: 1" = 30' - 0"



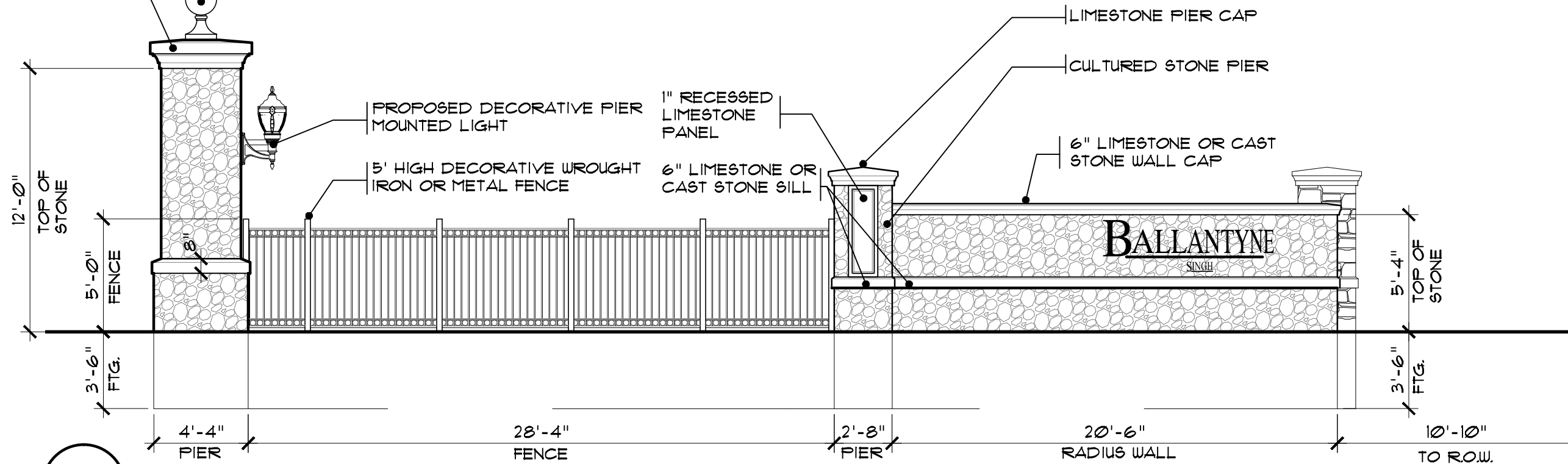
DECORATIVE POLE AND STREET LIGHTS MANUFACTURED BY HALOPANE
LIGHT FIXTURE: WASHINGTON SERIES-ACRYLIC MODEL NO: AW00HP12B5DNB
POLE: WADSWORTH SERIES MODEL NO: AW00HP12B5DNB
POLE HIGH: 12' HIGH
FINISH: BLACK
POLE DIAMETER: 5"
POLE BASE: 12"

decorative pole and light
TOTAL OF 6-CONDITIONS



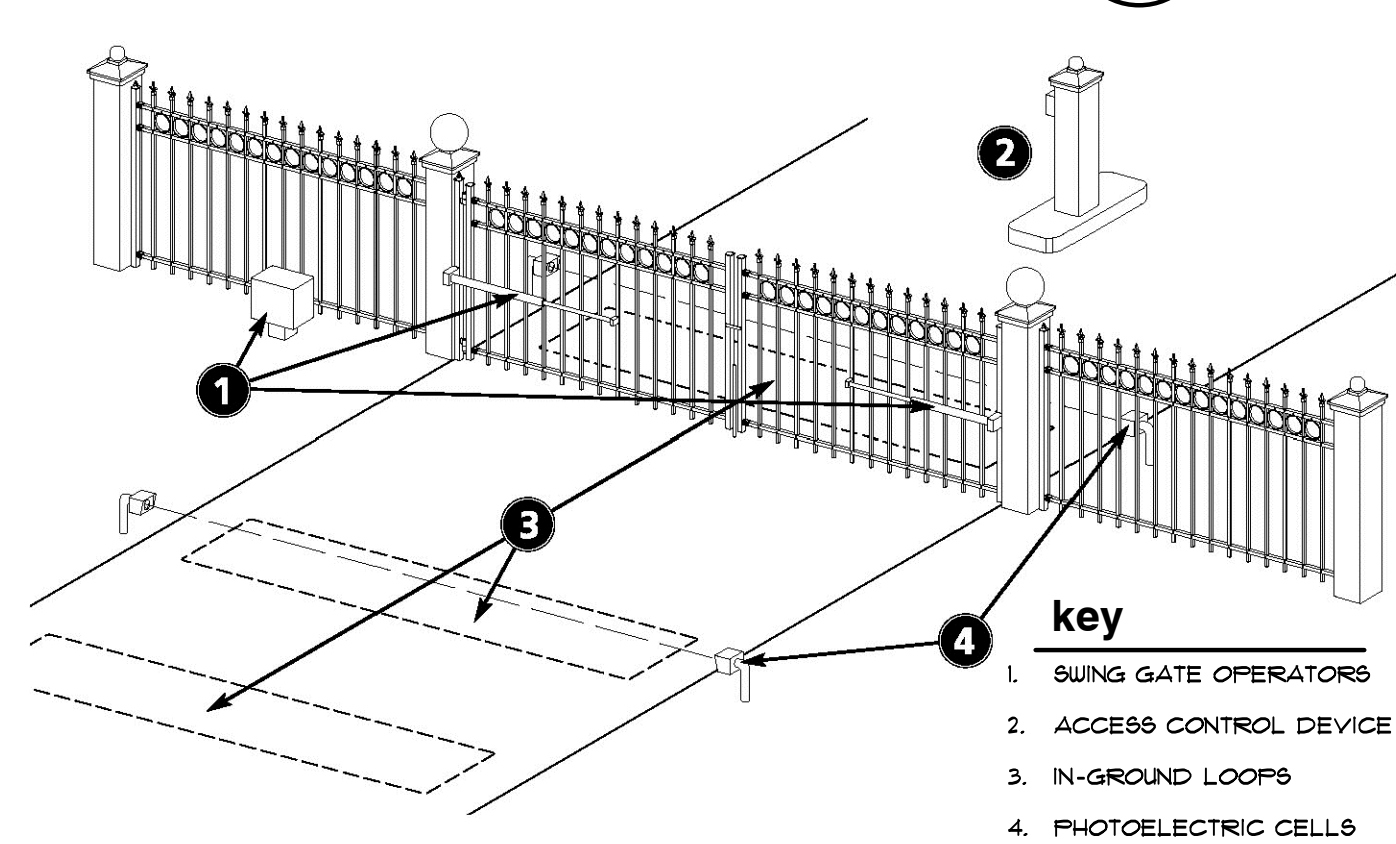
10C Ballantyne Blvd. entry elevation

SCALE: 3/16" = 1'-0"



10E Ballantyne Blvd. entry elevation

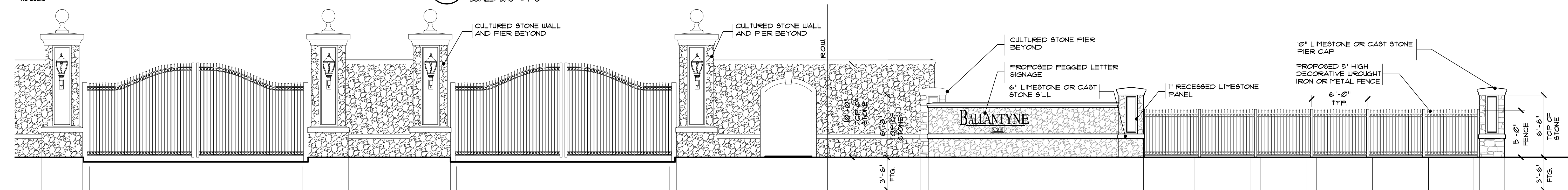
SCALE: 3/16" = 1'-0"



Master Halco swing gate system
no scale

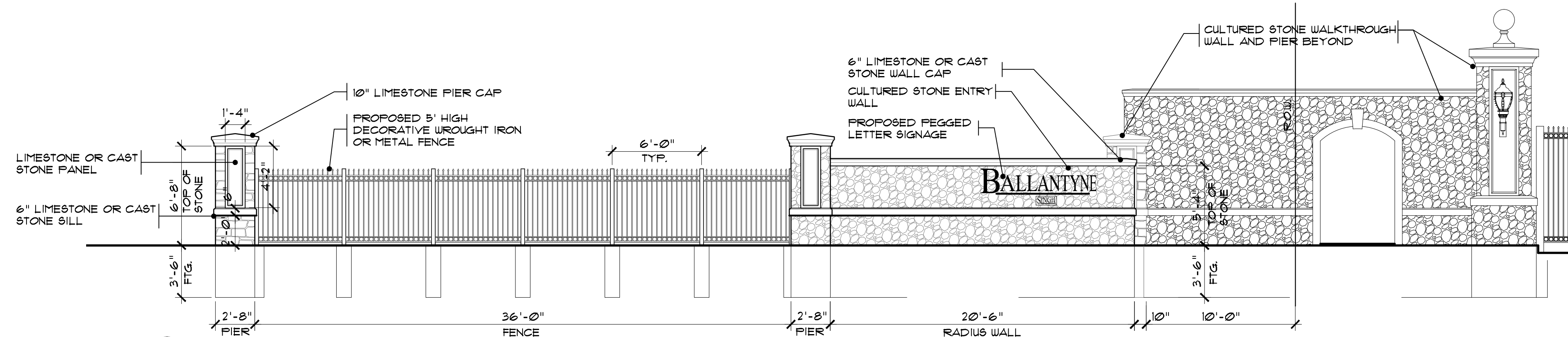
10D entry walkthrough and swing gate elevation

SCALE: 3/16" = 1'-0"



10F Garfield Road entry elevation

SCALE: 3/16" = 1'-0"



10B Garfield Road entry elevation

SCALE: 3/16" = 1'-0"

Community Land Planner and
registered Landscape Architect
24333 Orchard Lake Rd, Suite G
Farmington Hills, MI 48336
ph. (248) 557-5588
fax. (248) 557-5416



Client:

SINGH DEVELOPMENT
7125 Orchard Lake Road,
Suite 200
West Bloomfield Twp.,
Michigan 48325

project:

Ballantyne

project location:
City of Novi, Michigan
8-Mile Road and
Garfield Road

sheet title:

ENTRY PLAN & ELEVATIONS

job no./issue/revision date:

LS14.019.10	SPA	10-17-2014
LS17.120.10	SPA	11-1-2017
LS18.016.01	SPA	1-28-2018
LS18.016.05	SPA	5-10-2018
LS18.016.05	SPA	6-30-2018
LS21.016.06	SPA	6-14-2021
LS21.016.08	SPA	8-24-2021

drawn by:
JP, CZ

checked by:
FP, OG

date:
5-25-2021

notice:
Copyright © 2021

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contained therein is proprietary and is
not to be used or reproduced without
the written permission of Felino Pascual
and Associates

Do Not scale drawings. Use
figured dimensions only



The location and elevations of existing
underground utilities as shown on this
drawing are only approximate; no guarantee
is either expressed or implied as to the
completeness of accuracy; contractor shall be
exclusively responsible for determining the
exact location and elevation prior to the start
of construction

project no:

LS21.038.05

sheet no:

LS-10 of 10

STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF NOVI

STREET LIGHTING AGREEMENT

This Agreement is entered into this ____ day of _____, 20____, by and between the CITY OF NOVI, a Michigan municipal corporation, whose address is 45175 Ten Mile Road, Novi, Michigan 48375 (the “City”), and PULTE HOMES OF MICHIGAN, LLC, a Michigan LLC, (“Developer”) whose address is 2800 Livernois Road Building D, Suite 320, Troy, MI 48083 and the Association created in accordance with the Master Deed for Ballantyne Condominium Association, a Michigan Nonprofit Corporation (“Association”).

RECITATIONS:

The Developer and the Association are designated to administer the affairs of said subdivision at this time.

The Developer has requested the City to assist it in making a certain local public improvement consisting of the installation of two (2) decorative streetlights at the entrance of Ballantyne Subdivision.

In accordance with the City’s Amended Street Light Policy, dated September 24, 2012, the City will contract directly with DTE for the installation and operation of the type and number of poles and fixtures requested by the Association.

For all requests for installation of a single standard street light at a major road entrance, the City will contract with DTE for the installation of the requested street light. The City will pay the non-DTE share of the installation cost and the annual cost of operating the street light, in accordance with the City’s policy.

For all requests other than installation of a single standard street light at a major road entrance, including a non-standard decorative street light, the City will contract with DTE for the installation of the requested street light or lights. The Developer/Association shall reimburse the City for the non-DTE share of the installation cost.

For all requests for street lights in addition to a single street light at a major road entrance, the Association shall reimburse the City on an annual basis for ongoing operating costs of the additional street lights.

The Developer and the Association are authorized to execute this Agreement.

The City has obtained from the Detroit Edison Company (“DTE”) an estimate for the installation and annual operation of said streetlights, requiring a charge for the two (2) decorative street lights to be constructed at the entrances in the amount of **\$10,278.18** of

which the City will pay \$6,826.66 and an operating cost for the first year in the amount of \$515.474 ("Annual Operating Cost").

The City has agreed to assist the Developer/Association in facilitating the installation and operation of said street lights with DTE.

The parties desire to enter into this Agreement to provide for the payment to the City by the Developer and/or Association of the cost of installation of two (2) Street lights at the entrance of Ballantyne Subdivision, plus the City's 10% administrative fee, in the total amount of \$3,796.67, with the cost being attributable to the distance of the street light from the feed point, for which the City will be billed by DTE directly, and the Developer/Association shall reimburse the City in accordance with the Street Light Policy.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. To the extent that DTE may require, the City shall contract with DTE for the installation and operation of the proposed standard streetlights. The City shall pay the non-DTE share of the installation cost and the annual operating cost for the two streetlights.
2. Upon execution of this Agreement, the Developer and/or Association shall pay directly to the City the amount of \$3,796.67, representing the Developer/Association portion of the installation cost plus an administrative fee in the amount of 10%, or such other amount as DTE shall require for installation of the proposed streetlights.
3. The parties acknowledge that the payments are based upon estimates of charges imposed by DTE for the lighting service provided, and that the charges imposed by DTE may increase due to unforeseen circumstances and due to the increase of energy costs over time.
4. The execution of this Agreement by the Developer constitutes affirmative representation of the members of the Board of the Association that he has been granted the power by the by-laws of the Association to act on behalf of the co-owners of the condominium to enter into this Agreement.
5. This Agreement contains the entire agreement between the parties, and to statement, promises, or inducement made by either party or agent of either party that is not contained in this written contract shall be valid or binding; and this contract may not be enlarged, modified, or altered except in writing signed by both parties and endorsed hereon.
6. The term of this Agreement shall be for twenty (20) years, and shall automatically renew for additional five (5) years periods thereafter, until such time as either party shall notify the other in writing of its intent not to renew. Such notice of intent not to renew shall be given not less than one year prior to the expiration of the original and any renewal terms.
7. This Agreement shall be binding on all heirs, executors, administrators, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first written above.

[SIGNATURES BEGIN ON THE NEXT PAGE]

CITY OF NOVI, a Michigan municipal
Corporation

By: Justin Fischer
Its: Mayor

By: Cortney Hanson
Its: City Clerk

PULTE HOMES OF MICHIGAN, LLC, a
Michigan limited liability company

By:

Its:

Ballantyne Condominium Association, a
Michigan non-profit corporation

By:
Its:

ELIZABETH KUDLA SAARELA
esaarela@rsjalaw.com

27555 Executive Drive, Suite 250
Farmington Hills, Michigan 48331
P 248.489.4100 | F 248.489.1726
rsjalaw.com



ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

November 20, 2023

Humna Anjum, Project Engineer
City of Novi
Field Services Complex
26300 Lee BeGole Drive
Novi, MI 48375

Re: Ballantyne – Street Lighting Agreements

Dear Ms. Anjum:

We have received and reviewed the following documents for the installation two decorative streetlights at the entrances to Ballantyne:

- Master Agreement for Municipal Street Lighting dated April 11, 2022, and Purchase Agreement (Work Order Number 68378647).
- Street Lighting Agreement between the City, and the Developer and Ballantyne Condominium Association.

Master Agreement and Purchase Agreement

The Master Agreement for Municipal Street Lighting ("Master Agreement") and corresponding Purchase Agreement are standard form agreements prepared by DTE Energy for use in projects for installation and maintenance of new street lighting. The Master Agreement controls the terms of installation and maintenance, generally, such as terms of payment, rates, maintenance responsibilities, term, liability, warranties and general contract provisions, including such things as choice of law and notices. The Purchase Agreement appears to be satisfactory for this purpose, as provided.

We also reviewed the corresponding Street Lighting Agreement between the City, and the Developer and Homeowners Association. The Agreement memorializes the City's policy regarding the cost of the installation of two decorative streetlights and the payment of annual energy costs for that streetlight by the City. In this case, there is an additional amount due to DTE as a result of the additional light and for the decorative light fixtures. The Developer and/or Association are responsible for payment of the additional amount attributable to the additional light and additional fixtures as set forth in this Agreement. The Agreement is acceptable for this purpose and appears to be consistent with the City's policy and acceptable as provided.

Please feel free to contact me with any questions or concerns in regard to this matter.

Humna Anjum, Project Engineer
City of Novi
November 20, 2023
Page 2

Very truly yours,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC



Elizabeth Kudla Saarela

EKS

Enclosures

C: Cortney Hanson, Clerk (w/Enclosures)
Ben Croy, City Engineer (w/Enclosures)
Thomas R. Schultz, Esquire (w/Enclosures)

STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF NOVI

STREET LIGHTING AGREEMENT

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The City has obtained from the Detroit Edison Company (“DTE”) an estimate for the installation and annual operation of said streetlights, requiring a charge for the two (2) decorative street lights to be constructed at the entrances in the amount of **\$10,278.18** of

which the City will pay \$6,826.66 and an operating cost for the first year in the amount of \$515.474 ("Annual Operating Cost").

The City has agreed to assist the Developer/Association in facilitating the installation and operation of said street lights with DTE.

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NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. To the extent that DTE may require, the City shall contract with DTE for the installation and operation of the proposed standard streetlights. The City shall pay the non-DTE share of the installation cost and the annual operating cost for the two streetlights.
2. Upon execution of this Agreement, the Developer and/or Association shall pay directly to the City the amount of \$3,796.67, representing the Developer/Association portion of the installation cost plus an administrative fee in the amount of 10%, or such other amount as DTE shall require for installation of the proposed streetlights.
3. The parties acknowledge that the payments are based upon estimates of charges imposed by DTE for the lighting service provided, and that the charges imposed by DTE may increase due to unforeseen circumstances and due to the increase of energy costs over time.
4. The execution of this Agreement by the Developer constitutes affirmative representation of the members of the Board of the Association that he has been granted the power by the by-laws of the Association to act on behalf of the co-owners of the condominium to enter into this Agreement.
5. This Agreement contains the entire agreement between the parties, and to statement, promises, or inducement made by either party or agent of either party that is not contained in this written contract shall be valid or binding; and this contract may not be enlarged, modified, or altered except in writing signed by both parties and endorsed hereon.
6. The term of this Agreement shall be for twenty (20) years, and shall automatically renew for additional five (5) years periods thereafter, until such time as either party shall notify the other in writing of its intent not to renew. Such notice of intent not to renew shall be given not less than one year prior to the expiration of the original and any renewal terms.
7. This Agreement shall be binding on all heirs, executors, administrators, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first written above.

[SIGNATURES BEGIN ON THE NEXT PAGE]

CITY OF NOVI, a Michigan municipal
Corporation

By: Justin Fischer
Its: Mayor

By: Cortney Hanson
Its: City Clerk

PULTE HOMES OF MICHIGAN, LLC, a
Michigan limited liability company

By:

Its:

Ballantyne Condominium Association, a
Michigan non-profit corporation

By:
Its:



May 8, 2023

City of Novi
26300 Lee BeGole Dr
Novi, MI 48375

Re: City of Novi- Ballantyne

Attached is the agreement for the work to be performed at the Ballantyne development. A detailed description of the project is outlined in the agreements. Please print **TWO** copies. Please sign **BOTH** copies in the designated areas. A check in the amount of **\$10,278.18** is also required at this time. Please return **BOTH** signed agreements (as well as check made payable to **DTE Energy**) to the following address:

DTE Energy
8001 Haggerty Rd.
Belleville, MI 48111
140 WWSC-Brandon Faron

Please call if you have questions, 734-397-4017.

Sincerely,

Brandon R. Faron

Brandon R. Faron
Account Manager
Community Lighting

Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of May 8, 2023 between DTE Electric Company ("Company") and the City of Novi ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated April 11, 2022 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	68378647	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	[Ballantyne Development-8 Mile and Garfield], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	2	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install (2) Code 16W posts, and (2) 39w LED Basic Granville luminaires on concrete foundations	
5. Estimated Total Annual Lamp Charges	\$515.44	
6. Estimated Total Annual Post Charges if selected	\$0.00	
7. Annual Finance Charge if selected	See paragraph 14 below	\$ 0.00
8. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$11,824.50
	Revenue credit:	\$1,546.32
	CIAC Amount (cost minus revenue)	\$10,278.18
	Credit for Post Charge, if selected	\$0.00
9. Payment of CIAC Amount:	Due promptly upon execution of this Agreement \$10,278.18	
10. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
Special Financing Options are available – Please read stipulations within agreement and if desired check the appropriate box below:	If Post Charge "box" is checked the Customer agrees to following term:	
Post Charge Option ☐	10 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual	

Finance Option ☐	written consent of the parties or by either party with thirty (30) days prior written notice to the other party.
11. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) ☐ YES ☒ NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices _____ 
12. Customer Address for Notices:	City of Novi 26300 Lee BeGole Dr Novi, MI 48375

13. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) ☐ YES ☒ NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts as provided in Section B below. When replacement equipment or spare parts are installed from Customer's inventory, Company will credit Customer in the amount of the then-current material cost of Company standard street lighting equipment in lieu of which the SOM is being used.

B. Customer will maintain an inventory of at least 0 posts and 0 luminaires and any other materials agreed to by Company and Customer, and will replenish the stock by ordering materials no later than thirty (30) calendar days after the materials are drawn from inventory. Costs of initial inventory are included in this Agreement. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for its costs (including the labor costs associated with Company's management of the supply chain for the SOM) no later than thirty (30) calendar days after receipt of Company's invoice for such costs. Customer acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at _____. Access to Customer's inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. If Company is unable to access the site during such hours for any reason, Company (i) shall be relieved from any obligation or commitment to complete the work as scheduled, and (ii) may, at its option, procure the inventory itself and have Customer to reimburse Company's costs for doing so. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to Company:

Name: _____ Title: _____

Phone Number: _____ Email: _____

Customer will immediately notify Company of any changes in the Authorized Customer Representative. Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by Company.

D. In the event that SOM is damaged by a third party, Company may (but is not required to) pursue a damage claim against such third party for all of Company's costs incurred because of the claim, including all labor and replacement materials. Company will notify Customer as to whether Company will pursue such claim within a reasonable time of the SOM being damaged.

E. In the event that SOM becomes obsolete, discontinued, or incompatible with Company's infrastructure, Customer shall select new alternate SOM that is compatible with Company's then-existing infrastructure. If Customer does not select compatible alternate SOM, Company reserves the right to select compatible SOM that is, in its reasonable judgment, substantially similar, or replace the SOM with standard materials, in either case being entitled to reimbursement from Customer for Company's costs in providing such transition of supply (including internal overhead and labor costs).

F. Should Customer experience, in Company's reasonable judgment, excessive LED equipment failures that are not supported by LED manufacturer warranties, Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of Customer.

14. Special Financing Options

A. Post Charge Option:

For new underground-fed installations of 5 lights or more after May 1, 2019, which require investment in excess of three times the annual revenue at the prevailing rate at the time of installation, the customer may elect to pay a post charge for each increment of \$1,000 investment required above three times the annual revenue.

Effective November 25, 2022 - For each increment of \$1,000 of investment which exceeds three times the annual revenue at the prevailing rate at the time of installation, add to rate per year an additional **\$79.44**.

B. Finance Charge Option:

As an alternative, where the required contribution exceeds \$10,000, upon agreement of the customer and the Company, the customer will pay an additional annual charge of the Company's weighted average cost of capital (6.79%) times the contribution amount in lieu of the cash contribution.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

DTE Electric Company

By: _____

Name: _____

Title: _____

Date: _____

Customer:

City of Novi

By: _____

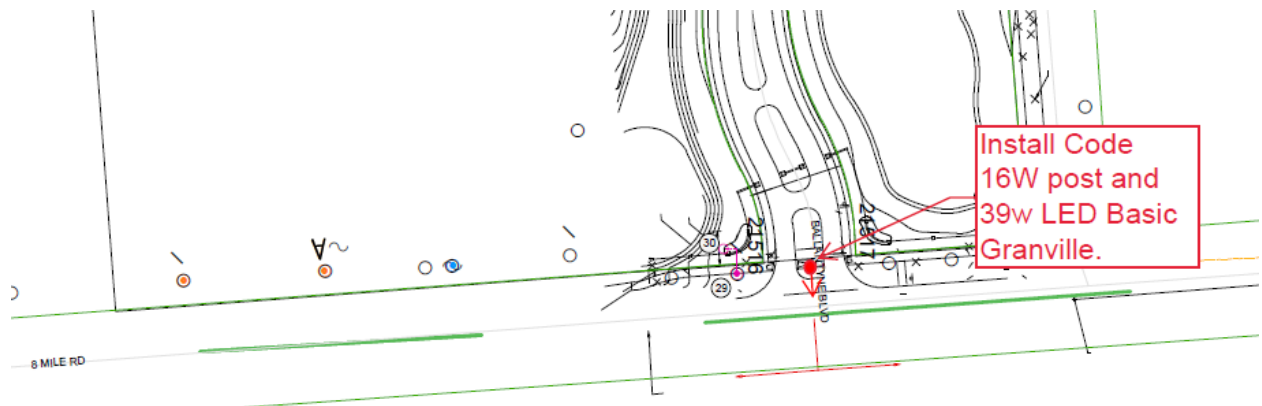
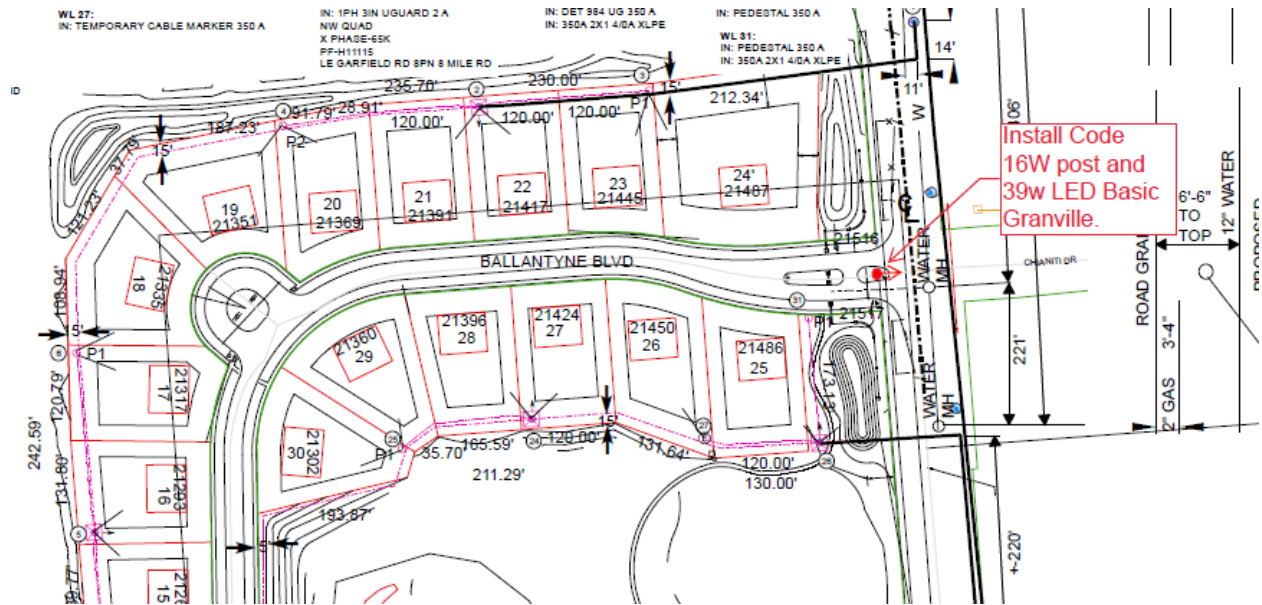
Name: _____

Title: _____

Date: _____

 SIGN HERE

Map of Location





CITY OF NOVI CITY COUNCIL
JANUARY 8, 2024

SUBJECT: Approval of Text Amendment 18.303 to amend Section 7.1, Nonconformities, of the Zoning Ordinance to provide the option for expanding a nonconforming use through a Special Land Use to be considered and potentially approved by Planning Commission after a public hearing. **SECOND READING**

SUBMITTING DEPARTMENT: Community Development – Planning Division

BACKGROUND INFORMATION:

The attached draft Zoning Ordinance amendment is being proposed by staff in order to provide opportunities to allow for the expansion of nonconforming uses and nonconforming buildings, subject to a number of conditions, and with Planning Commission's consideration and approval of the request following a public hearing.

The Zoning Ordinance defines nonconforming uses and nonconforming buildings as follows:

Nonconforming Use: A use which lawfully occupied a building or land at the effective date of this Ordinance, or amendments thereto, and that does not conform to the use regulations of the district in which it is located.

Nonconforming Building: A building or portion thereof lawfully existing at the effective date of this Ordinance, or amendments thereto, and that does not conform to the provisions of the Ordinance in the district in which it is located.

Nonconforming uses and buildings may come about for developed properties where the property is rezoned to a zoning district that would no longer permit the existing use, or when a section of the zoning ordinance is modified following the construction of the existing use. An example of this situation may be a single-family home that was built as a permitted use within a single-family residential zoning district, but later became a legal nonconforming use when the property was rezoned to an office or industrial zoning district. In this instance, the ordinance allows the single-family home to remain and be occupied on the property that was rezoned to a non-residential district, but the home may not be expanded or extended beyond its original approval. While the home may not be enlarged, the ordinance allows for necessary repairs to the structure, and modifications to the façade, landscaping, driveway, and parking lot.

The Zoning Ordinance currently does not allow for the expansion of nonconforming uses, with the goal of such uses eventually being replaced by uses that are permitted. Following discussions with two property owners wishing to expand properties that are considered nonconforming uses, staff worked with the City Attorney's office to draft language that amends Section 7.1 Nonconformities to allow for the expansion of nonconforming uses in some circumstances. The ordinance amendment provides the option through a Special Land Use to be considered and potentially approved by the Planning Commission. In addition to the conditions that must be met for Special Land Use Approval, several other criteria must be met.

Section 7.1 Nonconformities

- Section 7.1.1 Intent (changed to allow for the expansion of nonconforming uses in some circumstances)
- Section 7.1.3 Nonconforming Uses of Land
- Section 7.1.5 Nonconforming Uses of Structures and Land
- Section 7.1.7 Repairs and Maintenance
- Section 7.1.11 (new) Special Land Use Approval for Nonconformities

Additional factors the Planning Commission must consider when determining Special Land Use approval for an expansion of an existing nonconforming use:

- i. Expansion must meet the height, setback, parking, and other requirements for the zoning district where the property is located
- ii. Additional traffic shall not pose an undue burden on the surrounding neighborhood and uses
- iii. Expansion shall not go beyond the limits of the parcel
- iv. Lighting, noise, vibration, odor, and other possible impacts that may be generated shall not be increased beyond the levels that existed prior to the expansion
- v. Total added floor space shall not exceed 50% of the existing total floor area
- vi. Expansion shall not hinder the future development of surrounding properties in accordance with the Master Plan

The Planning Commission held a public hearing on November 15th and forwarded a favorable recommendation to the City Council. On December 18, 2023, the City Council considered the amendment and approved the First Reading.

RECOMMENDED ACTION: Approval of Text Amendment 18.303 to amend Section 7.1, Nonconformities, of the Zoning Ordinance to provide the option for expanding a nonconforming use through a Special Land Use to be considered and potentially approved by Planning Commission after a public hearing, subject to further modifications as determined necessary by the City Manager's Office or City Attorney's Office. This motion is made because the ordinance amendment helps existing homeowners and business owners wishing to make renovations or limited expansions without having to seek rezoning. **SECOND READING**

DRAFT TEXT AMENDMENT 18.303 NONCONFORMITIES

STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF NOVI
ORDINANCE NO. 18.303

AN ORDINANCE TO AMEND THE CITY OF NOVI CODE OF ORDINANCES, ORDINANCE 14-271, THE CITY OF NOVI ZONING ORDINANCE, AS AMENDED, ARTICLE 7 ADMINISTRATION, APPEALS, AND ENFORCEMENT, SECTION 7.1 "NONCONFORMITIES" IN ORDER TO ALLOW EXPANSION OF NONCONFORMING USES, OR USES OF STRUCTURES AND LAND IN CERTAIN LIMITED CIRCUMSTANCES

THE CITY OF NOVI ORDAINS:

Part I. That Section 7.1, Nonconformities, Article 7, Administration, Appeals and Enforcement, of the City of Novi Zoning Ordinance is hereby amended to read as follows in its entirety:

Section 7.1 NONCONFORMITIES

1. Intent. It is the intent of this Ordinance to permit legal nonconforming lots, structures or uses to continue until they are removed but not to encourage their survival, in most situations.

It is recognized that there exists within the districts established by this Ordinance and subsequent amendments, lots, structures and uses of land and structures ~~which that~~ were lawful before this Ordinance was passed or amended ~~which but~~ would be prohibited, regulated or restricted under the terms of this Ordinance or future amendments.

Such uses are declared by this Ordinance to be incompatible with permitted uses in the districts involved. It is further the intent of this Ordinance that nonconformities shall not be enlarged upon, expanded or extended, nor be used as grounds for adding other structures or uses prohibited elsewhere in the same district, unless approved as provided in this Ordinance.

A nonconforming use of a structure, a nonconforming use of land, or a nonconforming use of a structure and land shall not be extended or enlarged after passage of this Ordinance by attachment on a building or premises of additional signs intended to be seen from off the premises, or by addition of other uses of a nature which would not be permitted generally in the district involved, unless approved as provided in this Ordinance.

To avoid undue hardship, nothing in this Ordinance shall be deemed to require a change in the plans, construction or designated use of any building on which actual construction was lawfully begun prior to the effective date of adoption or amendment of this Ordinance and upon which actual building construction has been diligently carried on. Actual construction is hereby defined to include the placing of construction materials in permanent position and fastened in a permanent manner; except that where demolition or removal of an existing building has been substantially begun preparatory to rebuilding such demolition or removal shall be deemed to be actual construction, provided that work shall be diligently carried on until completion of the building involved.

The general intent of this Section notwithstanding, it is recognized that some preexisting nonconforming uses, or uses of structures and land, while not in conformance with the requirements of the zoning district in which located, are not detrimental to the surrounding uses, particularly where the activity or structure has been in use for many years and long accepted. An extension or expansion of such uses, or uses of structures and land, may, in some cases, not be detrimental to the surrounding uses. Thus, the Planning Commission has the discretion over whether to allow such extensions or expansions through a special land use approval, as set forth herein.

2. [unchanged]
3. Nonconforming Uses of Land. Where, at the effective date of adoption or amendment of this Ordinance, lawful use of land exists that is made no longer permissible under the terms of this Ordinance as enacted or amended such use may be continued, so long as it remains otherwise lawful, subject to the following provisions:
 - A. No such nonconforming use shall be enlarged or increased, nor extended to occupy a greater area of land than was occupied at the effective date of adoption or amendment of this Ordinance, unless approved as a special land use by Planning Commission, as provided herein;
 - B.-D. [unchanged]
4. [unchanged]
5. Nonconforming Uses of Structures and Land. If a lawful use of a structure, or of structure and land in combination, exists at the effective date of adoption or amendment of this Ordinance, that would not be permitted in the district under the terms of this Ordinance, the lawful use may be continued so long as it remains otherwise lawful, subject to the following provisions:
 - A. No existing structure devoted to a use not permitted by this Ordinance in the district in which is it located shall be enlarged, extended, constructed, reconstructed, moved or structurally altered except in changing the use of the structure to a use permitted in the district in which it is located, unless approved as a special land use by Planning Commission, as provided herein.
 - B.-F. [unchanged]
6. [unchanged]
7. Repairs and Maintenance. On any building devoted in whole or in part to any nonconforming use, work may be done in any period of twelve (12) consecutive months on ordinary repairs, or on repair or replacement of nonbearing walls, fixtures, wiring or plumbing to an extent not exceeding fifty (50) percent of the assessed value of the building, provided that the cubic content of the building as it existed at the time of passage or amendment of this Ordinance shall not be increased, unless approved as a special land use by Planning Commission, as provided herein.

Nothing in this Ordinance shall be deemed to prevent the strengthening or restoring to a safe condition of any building or part thereof declared to be unsafe by any official charged with protecting the public safety, upon order of such official

8.-10. [unchanged]

11. Special Land Use Approval for Nonconformities. As stated in the intent of this section of this Ordinance, there are appropriate circumstances where it may be reasonable to authorize restoration, reconstruction, or extension of nonconforming uses, or uses of structures

and land, as legal conditional uses after proper notification to surrounding property owners as described in Section 6.2 of this Ordinance for special land uses. Such authorizations are subject to special land use approval by the Planning Commission, which shall consider, in addition to standards in Section 6.2 (as applicable), the following factors in exercising its discretion:

i. Any alteration or expansion of the use must meet the height, setback, parking, and other applicable requirements for the zoning district where the property is located, unless the Zoning Board of Appeals grants the necessary variances.

ii. Additional traffic anticipated by an expansion or alteration shall not pose an undue burden on the surrounding neighborhood and uses.

iii. The expansion or alteration shall not go beyond the limits of the parcel of property upon which such use existed at the time it became lawfully nonconforming.

iv. The lighting, noise, vibration, odor and other possible impacts that may be generated shall not be increased beyond the levels that existed prior to the expansion and shall be in compliance with the performance standards of Section 5.14.

v. Total added floor space shall not exceed fifty percent of the existing total floor area as measured in gross square feet. This percentage shall be based on the floor area originally in use when the use became lawfully nonconforming.

vi. The expansion or alteration shall not hinder the future development of surrounding properties in accordance with the Master Plan.

PART II.

Severability. Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART III.

Savings Clause. The amendment of the Novi Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the Novi Code of Ordinances set forth in this Ordinance.

PART IV.

Repealer. All other Ordinance or parts of Ordinance in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

PART V.

Effective Date: Publication. Public hearing having been held hereon pursuant to the provisions of Section 103 of Act 110 of the Public Acts of 2006, as amended, the provisions of this Ordinance shall be published within fifteen (15) days of its adoption by publication of a brief notice in a newspaper circulated in the City of Novi stating the date of enactment and effective date, a

brief statement as to its regulatory effect and that a complete copy of the Ordinance is available for public purchase, use and inspection at the office of the City Clerk during the hours of 8:00 A.M. to 5:00 P.M., Local Time. The provisions of this Ordinance shall become effective seven (7) days after its publication.

MADE, PASSED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF NOVI, OAKLAND COUNTY, MICHIGAN, ON THE ____ DAY OF _____, 2024.

JUSTIN FISCHER, MAYOR

CORTNEY HANSON, CITY CLERK

Ayes:

Nays:

Abstentions:

Absent:

PLANNING COMMISSION DRAFT MINUTES FROM NOVEMBER 15



PLANNING COMMISSION MINUTES

CITY OF NOVI
Regular Meeting

November 15, 2023 7:00 PM

Council Chambers | Novi Civic Center
45175 Ten Mile Road, Novi, MI 48375 (248) 347-0475

CALL TO ORDER

The meeting was called to order at 7:00 PM.

ROLL CALL

Present: Member Becker, Member Lynch, Chair Pehrson, Member Roney, Member Verma
Absent Excused: Member Avdoulos, Member Dismondy
Staff: Barb McBeth, City Planner; Beth Saarela, City Attorney; James Hill, Planner; Rick Meader, Landscape Architect; Adam Yako, Plan Review Engineer

PLEDGE OF ALLEGIANCE

Member Lynch led the meeting attendees in the recitation of the Pledge of Allegiance.

APPROVAL OF AGENDA

Motion made by Member Lynch and seconded by Member Becker to approve the November 15, 2023 Planning Commission Agenda.

VOICE VOTE ON MOTION TO APPROVE THE NOVEMBER 15, 2023 PLANNING COMMISSION AGENDA MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER BECKER.

Motion carried 5-0.

AUDIENCE PARTICIPATION

Chair Pehrson invited members of the audience who wished to address the Planning Commission during the first audience participation to come forward. Seeing no one, Chair Pehrson closed the first public participation.

CORRESPONDENCE

There was not any correspondence.

COMMITTEE REPORTS

There were no Committee Reports.

CITY PLANNER REPORT

City Planner Barb McBeth introduced new Planner Heather Ziegler. Heather has her Bachelor's degree in Natural Resource Management and a Masters Degree in Urban and Regional Planning from Michigan State University.

CONSENT AGENDA - REMOVALS AND APPROVALS

1. OAK POINTE CHURCH ADDITION AND PATIO JSP23-21

Approval of the request of Oak Pointe Church JSP23-21, Preliminary Site Plan for a building addition for a children's play area totaling approximately 1,000 square feet, and a patio addition. The subject parcel is in Section 20 of the city, east of Napier Road, west of Wixom Road, and north of Ten Mile Road. The property is zoned RA, Residential Acreage and the initial multiple phase site plan for the property was approved in 2001.

Motion to approve JSP23-21 Oak Pointe Church Addition and Patio Preliminary Site Plan made by Member Lynch and seconded by Member Becker.

In the matter of JSP23-21 Oak Pointe Church Addition and Patio, motion to approve the Preliminary Site Plan.

ROLL CALL VOTE TO APPROVE JSP23-21 OAK POINTE CHURCH ADDITION AND PATIO PRELIMINARY SITE PLAN MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER VERMA.

Motion carried 5-0.

PUBLIC HEARINGS

1. TEXT AMENDMENT 18.303

Public hearing of the staff-initiated request for Planning Commission's recommendation to the City Council regarding Text Amendment 18.303 to provide the option to expand nonconforming uses under special circumstances, subject to Special Land Use consideration by the Planning Commission.

Planner James Hill relayed that the text amendment addressing nonconformities was introduced to the Planning Commission on September 27th. The text amendment provides the option to expand nonconforming uses under certain circumstances, subject to Special Land Use consideration by the Planning Commission. Currently, a use that is considered legal nonconforming cannot expand its floor area at all without a use variance from the Zoning Board of Appeals. This text amendment aims to provide greater flexibility to some residents or business owners who find their buildings to be legal nonconforming uses yet wish to expand or renovate their building footprint.

The text amendment will allow for the expansion of nonconformities as a Special Land Use permitted by the Planning Commission and includes additional factors that the Commission must consider when making such a decision. It is meant to help longstanding property and business owners in the City who may wish to make repairs, to restore, reconstruct, or extend their nonconforming use.

Factors that must be considered include the extension of the nonconforming use meeting current building and site standards of the existing zoning district, limiting the amount that the use can expand, and preventing undue hardship on nearby property owners through the effect of traffic, noise, odor, and vibration levels, and the potential for future development. These factors need to be considered in addition to the regular Special Land Use considerations that already exist within the Zoning Ordinance, including the impact on utilities and public services, compatibility with adjacent uses, and consistency with the goals and intent of the Master Plan.

The Planning Commission is asked to hold the public hearing tonight for Text Amendment 18.303 and make a recommendation to City Council for approval or denial of the text amendment. Staff is available to answer any questions.

Chair Pehrson opened the Public Hearing and invited members of the audience who wished to participate to approach the podium.

Mike Duchesneau, 1191 South Lake Drive, relayed he totally supports the text amendment and is aware of at least three cases where someone could have used help through this process.

Seeing no one else, Chair Pehrson confirmed that there was no correspondence, closed the Public Hearing, and turned the matter over to the Planning Commission for consideration.

Member Lynch relayed his understanding is this started with someone who had a residence in an industrial zone and wanted to put up a pole barn. There were a lot of hurdles that they had to jump through. Some of the adjacent neighbors in industrial districts were worried that they were going to have an additional burden placed on them if residential expansion was allowed.

Based on the overview just presented by Planner Hill, the adjacent property owners who bought their property as Industrial can still use it as industrial and won't have an additional burden that we place on industrial sites next to residential. This basically removes some unintended consequences of our existing ordinance to allow somebody to in this case put up a pole barn in a residential area and not affect anybody. Member Lynch does not have an issue with the text amendment.

Member Becker inquired to staff, in looking at the annotated draft on page two, that Special Land Use will be the process to allow an existing non-conforming to change the footprint and do some expansion rather than other types of mechanisms. Planner Hill confirmed this is correct.

Member Verma had no comments.

Member Roney inquired, in reference to what Member Lynch relayed, that this amendment also will benefit the Gatsby property. Planner Hill confirmed this is correct. Member Roney is in support.

Chair Pehrson inquired, in reference to the second paragraph, would the amendment include a change of use of the venue or the installation as opposed to any kind of expansion. For example, if nothing is being changed relative to the building footprint, but if the use changes drastically from A-Z, is there any recourse in the wording for that to take place.

City Planner McBeth responded that this amendment was not intended for that, rather it was intended for uses that are currently existing and non-conforming and takes away the strict restriction that those uses cannot be expanded. It wasn't intended to allow other uses to make themselves non-conforming.

Chair Pehrson inquired regarding allowed repairs and maintenance without making physical changes, would that also include painting. For example, going from red to blue.

City Planner McBeth responded that typically the painting or maintenance of a building is permitted, whether it's an existing non-conforming use or not. Sometimes if it's a commercial building we'd be concerned about the color, so it might trigger the facade ordinance and we'll take a look at that to see.

Motion to recommend Text Amendment 18.303 for approval to City Council made by Member Lynch and seconded by Member Roney.

In the matter of Text Amendment 18.303 motion to recommend approval of the text amendment to City Council.

ROLL CALL VOTE TO RECOMMEND APPROVAL OF TEXT AMENDMENT 18.303 MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER RONEY.

Motion carried 5-0.

2. TEXT AMENDMENT 18.304

Public hearing of the staff-initiated request for Planning Commission's recommendation to the City Council regarding Text Amendment 18.304 to update and clarify language pertaining to home occupations in the City.



CITY OF NOVI CITY COUNCIL
JANUARY 8, 2023

SUBJECT: Approval of a resolution to renew the Older Adult Needs Committee.

SUBMITTING DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

City Council approved a resolution on January 23, 2023 to establish an Older Adult Needs Committee for a period of one year. The Committee continues to perform a valuable service to the city, and it is recommended that its term of existence should be extended for an additional one-year period from the date of this resolution.

RECOMMENDED ACTION: Approval of a resolution to renew the Older Adult Needs Committee.

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

RESOLUTION RENEWING THE CITY COUNCIL OLDER ADULT NEEDS COMMITTEE

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on January 8, 2024, at 7 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers_____

ABSENT: Councilmembers_____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS ; City Council established the Older Adult Needs Committee by Resolution adopted on January 23, 2023; and,

WHEREAS ; the Committee was established in the first instance for a period of one year, with possible renewal thereafter as deemed necessary by the City Council; and,

WHEREAS the City Council has determined that the Committee continues to perform a valuable service to the City and that its term of existence should be extended for an additional one-year period from the date of this Resolution.

NOW THEREFORE, IT IS THEREFORE RESOLVED that:

1. The Committee to be known as the "Older Adult Needs Committee" is hereby renewed.
2. The Committee shall have seven (7) members, appointed by the Mayor with the approval of City Council:
 - Three (3) Members of City Council
 - Four (4) Members of the Community

A Staff liaison(s) to the Committee shall be appointed by the City Manager.

3. The Committee's term of existence shall be for a period of one (1) year commencing on the date of this Resolution.

4. The Committee shall determine the number of times it shall meet regularly, and shall be charged with performing the following functions:
 - a. To advise the City Council regarding activities, needs, and volunteer community opportunities for older individuals and groups in Novi.
 - b. To discuss programs, projects, and facilities as they pertain to Novi older adults.
 - c. To focus on dissemination of information and advocacy regarding recommended services for older adults in the areas of health information and referral, volunteer services, counseling, outreach to the home-bound, recreation, education, and other needs.
 - d. To identify best practices for programs and service delivery needs for Novi older adults.
 - e. To formulate and recommend plans to assist in meeting the critical needs of older adults and adults with disabilities.
5. The Committee shall, at its first meeting following adoption of this resolution, choose a chairperson and secretary from among its members. All meetings of the Committee shall be open to the public, in compliance with the Michigan Open Meetings Act.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 8th day of January, 2024, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

Cortney Hanson, City Clerk
City of Novi



CITY OF NOVI CITY COUNCIL
JANUARY 8, 2024

SUBJECT: Approval of a resolution to renew the Public Safety Building Needs Committee.

SUBMITTING DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

City Council approved a resolution on January 23, 2023, to establish a Public Safety Building Needs Committee for a period of one year. The Committee continues to perform a valuable service to the city, and it is recommended that its term of existence should be extended for an additional one-year period from the date of this Resolution.

RECOMMENDED ACTION: Approval of a resolution to renew the Public Safety Building Needs Committee.

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

RESOLUTION RENEWING PUBLIC SAFETY BUILDING NEEDS COMMITTEE

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on January 8, 2024, at 7 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers_____

ABSENT: Councilmembers_____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS ; City Council established the Novi Public Safety Building Needs Committee by Resolution adopted on January 23, 2023 and tasked it with exploring the issues surrounding the adequacy of current facilities and the possibilities for addressing them; and,

WHEREAS ; the Committee was established in the first instance for a period of one year, with possible renewal thereafter as deemed necessary by the City Council; and,

WHEREAS the City Council has determined that the Committee continues to perform a valuable service to the City and that its term of existence should be extended for an additional one-year period from the date of this Resolution.

NOW THEREFORE, IT IS THEREFORE RESOLVED that:

1. The Novi Public Safety Building Needs Committee is hereby renewed. This Committee is renewed for the purposes and with the objectives of:
 - a) Studying and reporting to City Council any available options and the necessary undertakings in order to renovate or rebuild the City Public Safety buildings.
 - b) Identifying potential obstacles or issues, both positive and negative, involved with doing so.

- c) Investigating projected costs of architectural, engineering and construction services and materials to the City, as well as possible sources of funding or financing.
- 2. The Public Safety Building Needs Committee shall consist of seven (7) voting members, including three (3) City Council members, and four (4) members of the public. One (1) or more members of City staff will also be assigned as consultant/liaison. The Councilmembers and the members of the public shall be appointed by the Mayor, who shall appoint a Chairperson of the Committee; the staff member(s) shall be appointed by the City Manager.
- 3. The Committee shall have the ability and is encouraged to seek information and input from all possible sources, including members of the public (both residents and businesses within the City of Novi), members of Public Safety Administration, Police, and Fire Departments, and other technical/subject matter experts. The Committee may request, or the City Manager may assign, additional staff resources in connection with the undertaking of its duties.
- 4. All meetings of the Committee shall be open to the public, in compliance with the Michigan Open Meetings Act. The Committee shall, at its first meeting following adoption of this resolution, choose a secretary from among its members, and shall meet regularly as necessary to complete its task, and shall keep a record of its meetings, information, findings, and determinations.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 8th day of January, 2024, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

Cortney Hanson, City Clerk
City of Novi



CITY OF NOVI CITY COUNCIL
JANUARY 8, 2024

SUBJECT: Enter Executive Session immediately following the regular meeting of January 8, 2024, in the Council Annex for confidential written correspondence from legal counsel and to discuss union negotiations.

SUBMITTING DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

RECOMMENDED ACTION: Enter Executive Session immediately following the regular meeting of January 8, 2024, in the Council Annex for confidential written correspondence from legal counsel and to discuss union negotiations.



CITY OF NOVI CITY COUNCIL
JANUARY 8, 2024

SUBJECT: Approval of claims and warrants – Warrant 1147

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

Per Section 8.10 of the City's charter all funds drawn by the treasury department must be approved by City Council. This approval occurs through a warrant system and appears on all City Council's agenda. The most recent Warrant, #1147 comes before City council for approval.

RECOMMENDED ACTION: Approval of claims and warrants – Warrant 1147

CITY OF NOVI
Warrant 1147
Monday, January 8, 2024

Check	Vendor Name	Description	Amount
186418	PRINTING SYSTEMS	POSTAGE - APP VOTNG (CLERK)	1,786.84
186419	PRINTING SYSTEMS	POSTAGE - APP VOTNG (CLERK)	941.35
186420	ASCENSION MICHIGAN EMPLOYER	MEDICAL SERVICE - PRE EMPLOY (HR)	1,828.00
186421	ASCENSION PROVIDENCE HOSPITAL	OPERATING SUPPLIES	277.00
186422-186434	CONSUMERS ENERGY	HEAT	1,981.68
186435	CRIMBOLI NURSERY AND LANDSCAPE INC.	TREES FALL & SPRING PLANTING (TREE FUND)	34,892.00
186436	DTE ENERGY	ELECTRICITY	0.31
186437	DTE ENERGY	ELECTRICITY	17.78
186438	OAKLAND COUNTY REGISTER OF DEEDS	JAGUAR WATER SYSTEM EASEMENT	60.00
186439	COMCAST	PROFESSIONAL SERVICES	215.18
186440	EDRINGER, LUKUS	TRANSPORTATION	244.74
186441	GALLAGHER, DEREK	TRANSPORTATION	244.74
186442	KNOX, MICHAEL	TRANSPORTATION	244.74
186443	PROCTOR, GARY	TRANSPORTATION	244.74
186444	AMAZON	LIBRARY BOOKS	701.46
186445	21ST CENTURY MEDIA	PRINTING AND PUBLISHING	298.37
186446	4 IMPRINT INC	SUPPLIES - PENS (POLICE)	2,330.17
186447	A & H MAINTENANCE	BLDG. BOND REFUND (ESCROW)	500.00
186448	A AND R PLUMBING LLC	BUILDING MAINTENANCE (FACILITIES, POLICE)	3,233.15
186449	ACCUFORM PRINTING & GRAPHICS INC	OFFICE SUPPLIES - CALENDAR (COMM REL, P&R, HR)	30,328.80
186450	ACCURATE PARKING LOT SERVICES, INC	PARKING LOT MAINTENANCE (DPW)	3,475.00
186451	ACE CUTTING EQUIPMENT INC	OPERATING SUPPLIES	66.00
186452	ACTION TARGET	FOUR ONE-DAY RANGE MAINT VISITS (POLICE)	2,100.00
186453	ADT COMMERCIAL LLC	STUDIO VI RENOVATIONS/VILLA BAR (PARKS, PEG)	4,375.00
186454	AECOM GREAT LAKES, INC	PROFESSIONAL SERV - VAR PROJ (LOCAL ST, P&R)	65,774.54
186455	ALL AMERICAN CEMENT	BLDG. BOND REFUND (ESCROW)	500.00
186456	ALLIANCE HEALTH AND LIFE	EMPLOYEE HEALTHCARE INSURANCE	15,520.00
186457	ALTECH DOORS LLC	BUILDING MAINTENANCE (P&F, FACILITIES, PARKS)	2,597.22
186458	AMAZON	LIBRARY BOOKS LENDING	9,810.21
186459	AMERICAN GENERATORS SALES AND	BUILDING MAINTENANCE (W&S, FIRE)	3,348.32
186460	AMERICAN LEAK DETECTION	WATER LINE MAINTENANCE	795.00
186461	ANAGO OF METRO DETROIT	BUILDING MAINTENANCE	420.00
186462	ANSBRO, BETTY	REFUND PARKS	25.00
186463	ARAMARK REFRESHMENT SERVICES	OPERATING SUPPLIES	677.45
186464	ARC	OPERATING SUPPLIES	200.31
186465	ARMSTRONG, BRAD	2023 SUM TAX REFUND 50-22-02-176-013	65.71
186466	ASCENSION MICHIGAN EMPLOYER	MEDICAL SERVICE - PRE EMPLOY (HR)	3,146.00
186467	AWAD, MARIEL	2023 SUM PROPERTY TAX REFUND 50-22-25-276-278	2,868.44
186468	B & B LANDSCAPING	CONTRACTUAL SERVICES (DPW, POLICE, PARKS)	51,935.50
186469	B & M ASHMAN	BLDG. BOND REFUND (ESCROW)	1,500.00
186470	B & M ASHMAN	BLDG. BOND REFUND (ESCROW)	1,500.00
186471	BAKER & TAYLOR, LLC	AUDIO VISUAL MATERIALS (LIBRARY)	1,590.80
186472	BAKER LEGAL GROUP PLLC	PROSECUTOR FEES DEC 2023 (POLICE)	8,519.25
186473	BANDIBOOKS	COLLECTIONS/MATERIALS EXPENSE	322.69
186474	BATTERIES PLUS	BUILDING MAINTENANCE	212.67
186475	BEGONIA BROTHERS	DECORATIONS (HISTORICAL COMMISSION)	1,946.00
186476	BENHAM, CATHERINE	REIMBURSEMENT	129.45
186477	BENITO'S CAFE	WATER LINE MAINTENANCE	226.67
186478	BERKSETH, SCOTT	PER DIEM ACCREDITATION CONFERENCE	287.00
186479	BERTIN, KENNETH M.	YOUTH VOLLEYBALL	105.00
186480	BESK, DANIEL	YOUTH BASKETBALL	420.00
186481	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTHCARE INSURANCE	57,635.63
186482	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTHCARE INSURANCE	32,245.24
186483	VOID	VOID	-
186484	BOCO ENTERPRISES INC	APPRECIATION EVENINGS - CATERING (COMM REL)	18,801.25
186485	BOUND TREE MEDICAL LLC	SUPPLIES (FIRE)	4,249.95
186486	BRANDEWIE, MARK & ANITA	2023 WIN TAX REFUND 50-22-02-376-009	143.89
186487	BRIEN'S SERVICES INC	GROUNDS MAINTENANCE (LIBRARY)	4,075.50
186488	BRODART CO.	LIBRARY BOOKS LENDING	11,392.65

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186489	BRUSH, EMILY	MILEAGE REIMBURSEMENT	25.68	
186490	C & G CEMENT CONTRACTORS INC	BLDG. BOND REFUND (ESCROW)	500.00	
186491	CAMBRIDGE HOMES INC	BLDG. BOND REFUND (ESCROW)	5,000.00	
186492	CAMBRIDGE OF NOVI, LLC	BLDG. BOND REFUND (ESCROW)	9,590.00	
186493	CANON FINANCIAL SERVICES INC	EQUIPMENT RENTAL/LEASE - COPIER (LIBRARY, IT)	5,101.37	
186494	CARPET WORKROOM INC, THE	BUILDING IMPROVEMENTS (FIRE)	7,656.27	
186495	CARRIER & GABLE INC	TRAFFIC CONTROL SIGN REPLACEMENT	135.00	
186496	CAUCHI, PATRICIA	PETTY CASH	68.45	
186497	CAVENDISH SQUARE PUBLISHING LLC	LIBRARY BOOKS	335.89	
186498	CDW GOVERNMENT LLC	NETWORK FIREWALL, OUTSIDE DATA PROCESSING (IT)	19,682.22	
186499	CENTER POINT LARGE PRINT	LIBRARY BOOKS	401.49	
186500	CHARTER COMMUNICATIONS	BLDG. BOND REFUND (ESCROW)	1,500.00	
186501	CHET'S RENT-ALL INC.	SPECIAL EVENTS	72.87	
186502	CHILTON, KIMBERLY S.	OLDER ADULTS FITNESS (PARKS & REC)	2,235.60	
186503	CHRISTOFFERSON, SANDRA R	2023 SUM PROPERTY TAX REFUND 50-22-22-127-019	3,487.84	
186504	CINTAS CORP	SUPPLIES UNIFORMS	48.32	
186505	CONTRACTOR'S CLOTHING CO.	SUPPLIES UNIFORMS	337.47	
186506	COOK, MICHAEL T & TIA L	PRO-RATION 2023 SUMMER PROPERTY TAX REFUND	7,264.20	
186507	COPELAND PAVING CO	2023 WIN TAX REFUND 50-99-01-191-600	20.00	
186508	CORBY ENERGY SERVICES INC	BLDG. BOND REFUND (ESCROW)	1,000.00	
186509	CORE & MAIN LP	WATER LINE MAINTENANCE (WATER & SEWER)	1,640.08	
186510	CORRIGAN RECORD STORAGE LLC	RECORDS STORAGE - CITYWIDE (CLERK)	2,070.64	
186511	COVERT TRACK GROUP INC	OUTSIDE DATA PROCESSING (POLICE)	1,208.10	
186512	COX COMMUNICATIONS, INC	OPERATING SUPPLIES	50.00	
186513	CRANDALL-WORTHINGTON INC	OPERATING SUPPLIES (POLICE, P&R)	1,585.50	
186514	CREATIVE DIMENSIONS INC	STUDIO NO.VI (PEG FUND)	103,458.00	
186515	DALTON COMMERCIAL CLEANING CORP	BUILDING MAINTENANCE (LIBRARY)	2,800.00	
186516	DEANGELIS DIAMOND CONSTRUCTION LLC	CONST: JESSICA'S SPLASH PAD AT BOSCO (CIP FUND)	351,672.12	
186517	DELL MARKETING L.P.	STUDIO VI RENOVATIONS (PEG FUND)	6,964.04	
186518	DEMCO INC.	COMMUNITY PROMOTION	144.70	
186519	DETROIT SALT COMPANY LLC	WINTER MAINTENANCE (MAJOR STREETS)	10,826.44	
186520	DIGICOM GLOBAL, INC	RADIO MAINTENANCE	129.00	
186521	DK AGENCIES (P) LTD	LIBRARY BOOKS	980.00	
186522	DRN & ASSOCIATES, ARCHITECTS, PC	PROFESSIONAL SERVICES (ESCROW)	8,145.00	
186523	VOID	VOID	-	V
186524	DUCZYMINSKI, PHILIP	TUITION REIMBURSEMENT	680.85	
186525	EAKAS CORP	2023 WIN TAX REFUND 50-99-00-016-090	100.00	
186526	ELLSWORTH INDUSTRIES INC.	ROUTINE MAINTENANCE (STREETS, DRAIN)	1,590.12	
186527	ENGRAVING CONNECTION	EMPLOYEE RECOGNITION	129.35	
186528	ENVISIONWARE, INC	PROFESSIONAL SERVICES	390.00	
186529	ETNA SUPPLY	WATER LINE MAINTENANCE (WATER & SEWER)	2,203.90	
186530	EVANSKI, JACKIE	TUITION REIMBURSEMENT	990.00	
186531	FERGUSON WATERWORKS #3386	WATER METERS (WATER & SEWER)	1,840.00	
186532	FLASHVOTE	CITIZENS SURVEY (COMM REL)	12,900.00	
186533	FORCE AMERICA DISTRIBUTING LLC	VEHICLE MAINTENANCE (DPW)	3,825.46	
186534	FOSTER, SWIFT, COLLINS & SMITH, P.C	LEGAL FEES	235.00	
186535	FREEMAN, LAURIE	ART PROGRAMS	456.00	
186536	FRISON, JERROLD	YOUTH BASKETBALL	210.00	
186537	G2 CONSULTING GROUP, LLC.	MATERIAL TESTING - VAR PROJ (STREETS, CIP, W&S)	35,369.50	
186538	GARBER, DEAN	YOUTH BASKETBALL	385.00	
186539	GIBBONS, MARIO	REIMBURSEMENT	10.99	
186540	GRAINGER INC, W W	OPERATING SUPPLIES (PARKS MAINT, FIRE)	1,057.43	
186541	GRAY, SCOTT	YOUTH VOLLEYBALL	245.00	
186542	GREAT AMERICA FINANCIAL SERVICES	OPERATING SUPPLIES	111.23	
186543	GREAT LAKES WATER AUTHORITY	IWC CHARGES NOV 2023 (WATER & SEWER)	18,652.02	
186544	GREENWAY COLLABORATIVE INC., THE	NON-MOTORIZED MASTER PLAN 2023 (PLANNING)	32,710.00	
186545	GUARDIAN ALARM	BUILDING MAINTENANCE	103.32	
186546	HALLORAN, KEVIN	YOUTH BASKETBALL	105.00	
186547	HART INTERCIVIC, INC	ELECTION SUPPLIES	396.60	
186548	HART, LAMAR A.	YOUTH BASKETBALL	210.00	
186549	HARTFORD, THE	EMPLOYEE INSURANCE	165.48	
186550	HENDERSON, LEONARD	YOUTH BASKETBALL	350.00	
186551	HENGSTEBECK, DAVID	BLDG. BOND REFUND (ESCROW)	500.00	
186552	HOLBROOK'S ROOFING CO., INC.	BUILDING MAINTENANCE	425.00	
186553	HOME DEPOT	BUILDING MAINTENANCE	47.15	
186554	HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES - CITYWIDE	4,855.03	

186555	HUNTER, STACEY	ELECTION WORKER	200.00	
186556	IMAGAMERICA	APPRECIATION EVENINGS - JACKETS (COMM REL)	2,180.00	
186557	IMAGE 360 - NOVI	OPERATING SUPPLIES	256.00	
186558	IN THE MITTEN PRODUCTIONS	THEATRE PROGRAMS (PARKS & REC)	23,730.00	
186559	INTRADO LIFE & SAFETY, INC	TELEPHONE MAINTENANCE	400.00	
186560	JACK DOHENY SUPPLIES INC	2022 INTERNATIONAL 2100I PD 18" COMBINAT (W&S)	482,409.01	
186561	JANSON, PAMELA L.	OLDER ADULTS FITNESS	918.00	
186562	KENNEDY INDUSTRIES INC	LIFT STATION MAINTENANCE	761.75	
186563	KID CREATE STUDIO	ART PROGRAMS	120.00	
186564	KIESLER'S POLICE SUPPLY, INC.	SUPPLIES AMMUNITION (POLICE)	2,436.16	
186565	KIMBALL MIDWEST	WATER LINE MAINTENANCE	141.00	
186566	KNIGHT TECHNOLOGY GROUP, INC	PROFESSIONAL SERVICES	892.50	
186567	LAFORCE INC.	BUILDING MAINTENANCE	270.00	
186568	LENNY'S HOME SERVICES	HCD (COMM DEV BLOCK GRANT)	3,872.00	
186569	LEPOFSKY, BARRY J.	YOUTH BASKETBALL	385.00	
186570	LINEAGE LOGISTICS, LLC	2023 SUM PROPERTY TAX REFUND 50-22-09-176-019	19,489.25	
186571	LLOYD, CHAD	BLDG. BOND REFUND (ESCROW)	1,500.00	
186572	LOKKEN, ROBIN S.	YOUTH BASKETBALL	175.00	
186573	LOOMIS	ARMORED CAR SERVICE	507.81	
186574	MACQUEEN EMERGENCY	SUPPLIES UNIFORMS (FIRE)	1,209.15	
186575	MAJOR CONSTRUCTION GROUP, INC	STORM SEWER MAINT - CATCH BASIN REPAIR (DRAIN)	41,733.86	
186576	MALINOWSKI, JUDITH M.	MEDICAL SERVICE - PRE EMPLOY (POLICE)	1,000.00	
186577	MAMOLA, LEE	OLDER ADULTS FITNESS	73.50	
186578	MANNIK & SMITH GROUP INC, THE	PROFESSIONAL SERVICES (PLANNING, ESCROW)	9,072.50	
186579	VOID	VOID	-	V
186580	MCGUIRE BROTHERS LLC	2023 SUM PROPERTY TAX REFUND 50-22-35-301-001	2,639.99	
186581	MCKENNA ASSOCIATES INC	HCD (COMM DEV BLOCK GRANT)	2,425.00	
186582	MEIER, JASON	TUITION REIMBURSEMENT	2,981.75	
186583	MICHIGAN.COM	PRINTING & PUBLISHING - LEGAL NOTICES (CLERK)	2,751.04	
186584	MIDWEST COLLABORATIVE FOR LIBRARY	CONFERENCE	220.00	
186585	MIDWEST TAPE, LLC	AUDIO VISUAL MATERIALS (LIBRARY)	3,714.61	
186586	MIRAGE DEVELOPMENT LLC	BLDG. BOND REFUND (ESCROW)	750.00	
186587	MOGUL INC	RECRUITMENT (HR)	2,397.50	
186588	MORRIS, MELISSA	MILEAGE REIMBURSEMENT	19.65	
186589	MUNICIPAL WEB SERVICES, INC	WEB PAGE MAINTENANCE (COMM REL)	5,110.50	
186590	NATIONAL RECREATION & PARK ASSOC	MEMBERSHIPS	140.00	
186591	NATIONAL SIGN BRANDING	OFFICE SUPPLIES	253.00	
186592	NATIONWIDE CONSTRUCTION GROUP	ROUTINE MAINTENANCE - GUARDRAILS (STREETS)	4,500.00	
186593	NAVARRO, MARIA CHRISTINA GOMEZ	REFUND PARKS	10.00	
186594	NEARMAP US, INC	AERIAL IMAGERY SUBSCRIPTION (IT)	11,500.00	
186595	NEWMAN, DARLENE	REFUND PARKS	10.00	
186596	NOVI COMMUNITY SCHOOLS	YOUTH BASKETBALL/VOLLEYBALL (PARKS & REC)	5,470.00	
186597	NOVI, CITY OF	CITY'S SHARE OF FEES COLLECTED	866.00	
186598	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	80.89	
186599	OAKLAND COMMUNITY COLLEGE	EDUCATION AND TRAINING	225.00	
186600	OAKLAND COUNTY BUILDING OFFICIALS	MEMBERSHIPS	900.00	
186601	OAKLAND COUNTY MEDICAL CONTROL	PRINTING AND PUBLISHING	550.00	
186602	OAKLAND COUNTY REGISTER OF DEEDS	TAPPER'S JEWELRY SDFMA	60.00	
186603	OAKLAND COUNTY REGISTER OF DEEDS	VIBE CREDIT UNION SDFMA	30.00	
186604	OAKLAND COUNTY TREASURERS	CITY WIDE TRAINING/EARLY VOTING (CLERK, HR)	6,860.56	
186605	OLIVER HATCHER CONSTRUCTION	BLDG. PAYMENT REFUND (ESCROW)	660.00	
186606	ON DUTY GEAR, LLC	BALLISTIC VESTS (FIRE)	12,155.00	
186607	ORCHARD, HILTZ & MC CLIMENT	PROFESSIONAL SERV - VAR PROJ (STREETS, CIP, W&S)	76,133.37	
186608	ORIENTAL TRADING CO INC	LIBRARY PROGRAMMING	547.14	
186609	ORKIN	BUILDING MAINTENANCE	944.89	
186610	OVERDRIVE, INC.	ELECTRONIC MEDIA (LIBRARY)	8,614.99	
186611	PATEL, DIPAK V	2023 WIN PROPERTY TAX REFUND 50-22-31-176-009	1,616.02	
186612	PENCHURA, LLC	OPERATING SUPPLIES	46.30	
186613	PERFECT CLEANERS OF DETROIT, INC	OPERATING SUPPLIES	144.00	
186614	POLO RUN LLC	2023 WIN PROPERTY TAX REFUND 50-22-26-228-028	17,613.48	
186615	POSTMASTER	ELECTION SUPPLIES (CLERK)	2,000.00	
186616	PPE OF NOVI LLC	BLDG. BOND REFUND (ESCROW)	3,000.00	
186617	PPG ARCHITECTURAL FINISHES	OPERATING SUPPLIES	97.10	
186618	PROSCREENING, LLC	RECRUITMENT	39.00	
186619	PULTE HOMES OF MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	300.00	
186620	PULTE HOMES OF MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	200.00	

186621	PULTE HOMES OF MICHIGAN LLC	2023 SUM TAX REFUND 50-22-31-401-001	572.49
186622	QUALITY FIRST AID & SAFETY, INC.	OPERATING SUPPLIES	435.88
186623	QUILL CORPORATION	OFFICE SUPPLIES	293.88
186624	REASON CONSULTING CORPORATION	PERSONAL PROPERTY AUDITOR (ASSESSOR)	3,333.00
186625	RED WING SHOE STORE	SUPPLIES UNIFORMS	652.22
186626	REDFORD LOCK COMPANY INC	BUILDING MAINTENANCE	24.00
186627	ROSATI, SCHULTZ, JOPPICH	LEGAL FEES (LIBRARY, ESCROW, GF)	9,314.00
186628	VOID	VOID	- V
186629	ROSS, MICHAEL	YOUTH SPORTS (PARKS & REC)	1,180.00
186630	RRRASOC	RECYCLING CENTER (DPW)	2,727.00
186631	RUGGIRELLO, CHARLES	YOUTH BASKETBALL	350.00
186632	RYDER TRUCK RENTAL INC	2023 WIN PROPERTY TAX REFUND 50-22-01-400-020	3,740.13
186633	SAM'S CLUB DIRECT	ADULT PROGRAMS	263.14
186634	SAMONA, MUKHLES & MAHA	BLDG. BOND REFUND (ESCROW)	1,000.00
186635	SATKO, CHRISTOPHER	YOUTH BASKETBALL	175.00
186636	SCHOOLCRAFT COLLEGE	EDUCATION AND TRAINING (POLICE, FIRE)	2,500.00
186637	SEERCO CONSTRUCTION INC	BLDG. BOND REFUND (ESCROW)	1,443.90
186638	SEIDEL, CYNTHIA L	2023 WIN TAX REFUND 50-22-25-276-055	5.00
186639	SILK ABSTRACT COMPANY	2023 WIN TAX REFUND 50-22-27-205-008	90.45
186640	SLEGERS, BARRY DEAN	YOUTH BASKETBALL	175.00
186641	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES - CITYWIDE	4,136.64
186642-186657	SPALDING DE DECKER	PROFESSIONAL SERVICES (ESCROW)	291,633.38
186658	SPARC ARENA LLC	SPORTS CAMPS	268.80
186659	STATE OF MICHIGAN	SALES TAX DECEMBER 2023	3.00
186660	STATE OF MICHIGAN	LIVESCAN FEES	778.75
186661	STATE OF MICHIGAN	OPERATING SUPPLIES	6.64
186662	STREAMLINE CONTRACTING	BLDG. BOND REFUND (ESCROW)	500.00
186663	SUPERIOR INVASIVE PLANTS SOLUTIONS	INVASIVE SPECIES REMOVAL PROJ (TREE FUND)	3,380.00
186664	SYSTEMP CORPORATION	BUILDING MAINT (POLICE, PARKS, FACILITIES)	10,422.24
186665	VOID	VOID	- V
186666	TELNET WORLDWIDE INC.	TELEPHONE (LIBRARY)	1,015.43
186667	TESTING ENGINEERS	MATERIAL TESTING: 2022 AC WATER MAIN REP	483.60
186668	THELEN LANDSCAPE INC	GROUNDS MAINTENANCE	155.00
186669	THOMAS SHELBY AND COMPANY, INC.	(1) CHAIR PURCHASE (POLICE)	1,984.00
186670	THORNTON & GROOMS INC	BLDG. BOND REFUND (ESCROW)	500.00
186671	THORNTON AND GROOMS INC	HCD (COMM DEV BLOCK GRANT)	2,469.70
186672	TOLL BROS INC	BLDG. PAYMENT REFUND (ESCROW)	3,520.00
186673	TOPPER, GEORGE M & ERIN N	2023 WIN TAX REFUND 50-22-30-301-054	20.00
186674	TSAI FONG BOOKS INC	LIBRARY BOOKS	299.65
186675	TUBBS, BRANDON	WITNESS	17.34
186676	TUMBLEBUNNIES INTERNATIONAL	TODDLER PROGRAM	840.00
186677	TURNKEY NETWORK SOLUTIONS	BLDG. BOND REFUND (ESCROW)	1,500.00
186678	VARIPRO	EMPLOYEE FLEXIBLE SPENDING REIMBURSEMENT	8,317.68
186679	VERCARA, LLC	INTERNAL TECHNOLOGY	580.71
186680	WALLED LAKE CONSOLID, DISTRICT	BLDG. PAYMENT REFUND (ESCROW)	1,250.00
186681	WASHTENAW COMMUNITY COLLEGE	EDUCATION AND TRAINING (POLICE)	8,850.00
186682	WEBBERLY, AUSTIN	MILEAGE REIMBURSEMENT	93.01
186683	WENDEL, PATRICIA L	2023 SUM PROPERTY TAX REFUND 50-22-02-202-065	3,225.10
186684	WENSCO SIGN SUPPLY	SIGNING SUPPLIES (DPW)	2,391.50
186685	WILLIAMS, WILLIAMS, RATTNER PC &	2023 SUM PROPERTY TAX REFUND 50-22-12-400-060	15,992.12
186686	WT COX INFORMATION SERVICES	LIBRARY BOOKS	17,252.94
186687	ZURMUEHLEN, MARYANN	STAFF RECOGNITION	55.95
186688	BRODART CO.	LIBRARY BOOKS	741.26
186689	GREAT LAKES ACE	OPERATING SUPPLIES	9.99
186690	WEATHERSEAL HOME IMPROVEMENTS CO	WINDOW REPLACE (MEADOWBROOK COMMONS)	122,431.43

GRAND TOTAL

\$ 2,376,470.33

GENERAL FUND	101	450,524.26
MAJOR STREET FUND	202	64,022.79
LOCAL STREET FUND	203	79,255.08
MUNICIPAL STREET FUND	204	9,641.61
PARKS, REC & CULTURAL SVCS FUND	208	60,637.28
DRAIN FUND	211	51,600.42
TREE FUND	213	31,337.00

LIBRARY FUND	271	71,219.00
LIBRARY CONTRIBUTION FUND	272	1,736.23
COMMUNITY DVLPMNT BLOCK GRANT FUND	274	8,766.70
CAPITAL IMPROVMENT PRGRM (CIP) FUND	401	375,594.25
PEG CABLE - CAPITAL FUND	463	113,296.68
SENIOR HOUSING FUND	574	126,258.27
WATER AND SEWER FUND	592	630,807.09
SELF INSURANCE - HEALTH CARE FUND	677	15,520.00
AGENCY FUND	701	206,105.42
CURRENT TAX COLLECTION FUND	703	78,954.11
MI HIDTA	725	1,194.14

GRAND TOTAL

\$ 2,376,470.33