



PUBLIC SAFETY BUILDING NEEDS COMMITTEE AGENDA

CITY OF NOVI
March 06, 2023 | 5:30 PM
Police Training Center
45125 Ten Mile Road
(248) 347-0460

CALL TO ORDER

ROLL CALL - Mayor Bob Gatt, Mayor Pro Tem Dave Staudt, Council Member Justin Fischer, Scott Olson, Ted Zuchlewski, David Landry, David Molloy

APPROVAL OF AGENDA

[March](#) 6, 2023 Agenda

MINUTES

[February](#) 7, 2023 Minutes

PURPOSE OF THE MEETING

Feedback from Committee Member Tours

[Issuing](#) Debt Presentation

[Ballot](#) Language Due Date

[Architect](#) List

PUBLIC COMMENT

ADJOURNMENT

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.*



CITY OF NOVI
Public Safety Building Needs Committee
March 6, 2023, 5:30 p.m.
Police Training Center | 45125 Ten Mile Road
(248) 347-0445

CALL TO ORDER

ROLL CALL: Mayor Bob Gatt, Mayor Pro Tem Dave Staudt, Council Member Justin Fischer, Scott Olson, Ted Zuchlewski, David Landry, David Molloy

STAFF LIAISON: Victor Cardenas, Interim City Manager

ALSO PRESENT: Erick Zinser, Director of Public Safety and Police Chief
Jeff Johnson, Fire Chief
Carl Johnson, CFO

APPROVAL OF THE MINUTES

APPROVAL OF AGENDA

PURPOSE OF THE MEETING

- Architect List
- Feedback from Committee Member Tours
- Issuing Debt Presentation
- Ballot Language Due Date

AUDIENCE COMMENTS

ADJOURNMENT



CITY OF NOVI
Public Safety Building Needs Committee
February 7, 2023, 5:00 p.m.
Mayor's Conference Room | Novi Civic Center | 45175 Ten Mile Road
(248) 347-0445

CALL TO ORDER 4:57 p.m.

ROLL CALL: Mayor Bob Gatt, Mayor Pro Tem Dave Staudt, Council Member Justin Fischer, Scott Olson, Ted Zuchlewski, David Landry, David Molloy

PRESENT: Mayor Bob Gatt, Mayor Pro Tem Dave Staudt, Council Member Justin Fischer, Scott Olson, Ted Zuchlewski

ABSENT EXCUSED: David Landry, David Molloy

STAFF LIAISON: Victor Cardenas, Interim City Manager

ALSO PRESENT: Erick Zinser, Director of Public Safety and Police Chief
Jeff Johnson, Fire Chief
Rob Petty, Chief Information Officer (CIO)

APPROVAL OF AGENDA

PURPOSE OF THE MEETING

1. Introductions

Mayor Gatt thanked the group for coming and participating in the new committee and lead introductions of Committee members and City staff present.

2. Purpose of Committee

Mayor Gatt expressed his desire for everyone to be able to support the goals of the Public Safety Building Needs Committee, and understand the needs of our Public Safety Officers to have all the appropriate resources, amenities, and modern infrastructure available. The current Police Department is over 40 years old and while it was ideally built at the time of its construction it is now outdated and overcrowded. Fire Stations 1, 2, and 3 also all need modernization.

He envisions a new Public Safety Headquarters with both the Police Department and Fire Station 1 sharing a large modern building including a lobby with a museum-like display honoring City of Novi Public Safety throughout the years. The Officers both present and future should be given the best amenities that we can offer and a building can "wow".

Mayor Gatt would also like to maintain the current Police Department building but do a significant renovation so that it can be re-purposed for new uses such as additional City administrative space, and Older Adults Community Center.

The main concerns of the Committee will be the locations and monetary needs for the project. He intends to have the Committee request a budget in the near future so that any necessary experts can be hired. Ideally the Committee, City Staff and any consultants will work together for a cohesive plan that can be brought before City of Novi residents to vote on in November.

3. Discussion of Next Steps

The Committee briefly discussed where they a new future Fire Station 3 and Police/Public Safety Headquarters but decided that going forward discussion of any property purchasing discussions would be instead deferred to City Council during executive sessions.

Interim City Manager, Victor Cardenas, referred to the existing Building Needs Assessments that were last researched and written in 2014 and indicated that while they are now a bit outdated that they still contain valuable information for the Committee to review and consider. Importantly these assessments did determine that it would not be feasible to further reconfigure or add onto the existing Police Department in order to meet their contemporaneous needs.

Councilmember Fischer agreed with the Mayor's statements in the purpose of the Committee though he differs somewhat on potential ideas for the repurposing of the old Police Department building and indicated that the specific planning regarding that repurposing may be outside of the scope of the Public Safety Building Needs Committee. He also wants further examination as to what the actual appropriate number of Fire Stations would be the right model for the City of Novi. Our current model utilizes four but we should look into other models and utilize field experts for the best recommendation. Chief Zinser said that the matter had been addressed internally to some degree and that he believes there should be two stations at the north end of the City and that one being closer to Fox Run would be a boon. He also suggested that there might be a need for one in the southwest of the City near Napier and 8 Mile given the community expansion and new subdivisions in that area.

The question of the overall phasing of the projects was brought up - whether the intent was to first build the new Public Safety Building and approach the other Fire Stations later or to arrange for the construction to occur concurrently. Mayor Gatt indicated that he intends for the full project to be put into motion at once and that it would be presented to Novi voters in that manner and would only push out aspects of the project if budget requirements necessitated it.

Mr. Zuchlewski spoke on the economy and indicated that in his experience that approaching the project as a whole may help with construction and material costs.

It would allow for buying all necessary materials in bulk and the hiring of a single General Contractor/Construction Supervisor for all buildings at once. He also suggested the Committee consider a single “cookie cutter” design that could be utilized for all Fire Stations thus lowering design costs and creating a cohesive look/identity to the buildings.

Mr. Olson also likes the Mayor's Vision. He is surprised that the current buildings are still serving the functional needs to the City staff and community given their age. HE affirmed the need for our Firefighters and Police Officers to be provided with top tier training and that providing facilities for such training could also be a draw for other organizations. He also expressed interest in see a map of the current Fire Stations, particularly in relation to those areas most served such as Senior Centers. Fire Chief Johnson indicated that there is an existing GIS map for this purpose and that it can be provided to the Committee members.

Mayor Pro Tem Staudt suggested involving the City of Novi Building Authority which as been inactive for some time and Mayor Gatt agreed that this would be prudent. He also stressed that it would be important to consider not just the shell buildings for the new Police Department and Fire Stations but that the Committee must carefully consider and accommodate all necessary fittings and tech that would be required insides the buildings. It will be important to plan for the long term and avoid pigeon holing the community within a few decades. All of these considerations must also go into the budget for the project.

The Committee intends to meet again in early March where they will sketch out an intended timeline for the project and determine budgetary requests to make to City Council. They requested that City Staff prepare a list of resources including realtors, Bond Consultants, and Architects. It was also suggested that a centralized web page be made for the project.

AUDIENCE COMMENTS

Residents Dorothy and Michel Duchesneau, residents of South Lake Drive, were both present for the meeting.

Ms. Duchesneau referenced her time in the Novi Ambassador program and how they learned that the Shooting Range is a large training draw for other law enforcement organizations and suggested that we endeavor to have a similar draw for fire training.

Mr. Duchesneau believes there should be more coordination with the current ambulance services. He has noted that the ambulances are frequently parked on random City properties and believe proper parking areas and facilities should be provided for them. He agrees with the Committee that Fire Station 2 is inadequate and should be replaced and suggested that medical incidents and high emergency call areas should determine any new locations for the stations. He believes that new buildings would also help with the recruitment of new Public Safety personnel.

Mayor Gatt thanked both for attending and expressed his hope for them to join City Staff in the positive promotion of the project. He knows that no one likes new tax proposals but that this project is a *need* for the City of Novi. He expressed his belief that the primary role of government is to keep citizens safe and that this project is an essential component of that mission.

ADJOURNMENT 6:07 p.m.

DRAFT



Building with Bonds

Debt Process at a Glance

- ▶ Define the project needs (how much and when is it needed?)
- ▶ Voter approves debt and levy
- ▶ City council/administration selects team (approx. 45-60 days from this stage to close on bond)
- ▶ Structure the debt
- ▶ Obtain credit rating
- ▶ Draft documents - board resolutions, official statements
- ▶ Sell the bond (distribute official statement, underwriters market bond)
- ▶ Close (sign bond purchase agreement, finalize offering document)





Select The Team

Underwriters: sell/place the bonds with investors

Bond counsel: provides legal advice as well as opinions on the legality and taxability of bonds

Trustee: manages the flow of funds

Financial advisor: independent third party that advises the borrower regarding the terms and structure of the deal

Additional Team Members



- ▶ Issuer
- ▶ Issuer's Counsel
- ▶ Financial Advisory
- ▶ Bond Counsel
- ▶ Underwriter
- ▶ Underwriter's Counsel
- ▶ Trustee
- ▶ Rating Agencies

Structure the Debt

Determine maturity of the bonds - when the investor is repaid the principal on their investment

Determine the most cost-effective interest rate, income tax status, and terms of repayment

Type of bonds:

- Municipal Bonds (when issued for a public purpose project) are exempt from federal and state income taxes
- General Obligation Bonds are secured by the full faith and credit of the City. The City can establish a tax levy or appropriation in order to pay the debt service on the obligation
- Revenue bonds are payable from specific sources of revenue (other than property taxes) and are backed by the full faith and credit of the City

Credit Rating

A credit rating agency evaluates the “credit worthiness” of the City and the ability of the City to repay the debt.

Three independent companies publish credit ratings upon request for municipal debt. They are:

- ▶ Moody's (City's current rating, Aa1, Very Strong)
- ▶ Standard and Poor's (City's rating, AAA, Highest)
- ▶ Fitch Ratings (no rating)

Next Steps:



Board Resolutions



Official Statements drafted



Sale of the Bonds (Insurance companies, mutual funds, commercial banks, individual investors)



Close the Deal

Sign bond purchase agreement

Obtain legal opinions

Finalize offering document



Borrowed funds are sent to City via wire transfer



Release bonds to investors



November 2023 Election Dates

November 7, 2023 General Election

Tuesday, July 25, 2023	4:00 p.m.	Nominating petitions and Affidavits of Identity for partisan and nonpartisan candidates due.	168.644f
Tuesday, July 25, 2023	4:00 p.m.	Minor parties that wish to participate in partisan general elections nominate candidates. Parties must notify clerk of nominated candidates within one business day after caucus. (Party must have state-recognized ballot status.)	168.644e
Friday, July 28, 2023	4:00 p.m.	Written withdrawal requests for partisan and nonpartisan candidates due.	168.322a
Monday, July 31, 2023		City clerk forwards names and addresses of partisan and nonpartisan candidates to county clerk.	168.321
Tuesday, August 1, 2023		Petitions to place county or local ballot question on the ballot must be filed with the applicable local or county clerk.	168.646a
Friday, August 4, 2023		Deadline for a recall petition to be filed for November election. (Local offices only face recall in May and November.)	168.963
Tuesday, August 15, 2023	4:00 p.m.	Ballot wording of proposals qualified to appear on ballot certified to local clerks.	168.646a
Thursday, August 17, 2023		Local clerks receiving ballot wording must forward to county clerk.	168.646a
Saturday, September 23, 2023		Clerks shall electronically transmit or mail (as requested) an absent voter ballot to each absent UOCAVA (uniformed services or overseas) voter who applied for an absent voter ballot 45 days or more before the election (MOVE deadline).	168.759a Mich Const. Art II Sec 4
Thursday, September 28, 2023		Absent voter ballots must be available for issuance to voters.	Mich. Const. Art II Sec 4
Thursday, September 28, 2023		Earliest date that precinct inspectors for the November election may be appointed by local election commission.	168.674

Architects

Michigan Examples

DLZ

Redstone

Hobbs-Black

AKA Architects

Partners in Architecture

Did Brighton Fire Station

https://www.partnersinarch.com/projects/City-of-Rochester-Fire-Station_PJ8.html

Wightman

<https://gowightman.com/projects?service=-1&industry=3&page=3>

Carlisle Wortman Associates, Inc.

<https://www.cwaplan.com/allprojects>

<https://williams-architects.com/portfolio-items/portage-michigan-new-fire-station-copy/>

Williams Architects

https://apcoarcon.com/our_projects/fire-stations.html?view=project&id=98:fire-station-no-01,-lyon-township,-michigan&catid=32

Apco Arcon Construction and Services

BMA Architects

<http://www.bmaarch.com/fire-station-design-considerations>

CDPA Architects + Planners

<https://cdpaarchitects.com/fire-stations/>

CEI Materials Inventive Façade Solutions

BRW Architects

Examples of Fire or Police	Fire or Police	
https://dlz.com/projects/west-bloomfield-fire-station-no-3/	Fire	
https://www.redstonearchitects.com/	Both	
https://www.hobbs-black.com/michigan-state-police-gr-consolidation	Police	
http://aka-architects.net/project/aka-office/	Both	
https://www.partnersinarch.com/projects.html	Both	
	Fire	
	Fire	
	Fire	
https://www.ceimaterials.com/projects.html	Police	
https://www.brwarch.com/fire/	Both	Located in Tx but is doing Holland fire station