



CITY OF NOVI
Administrative ePacket
August 08, 2024

Council Action/Attention

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Departmental Updates

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For Your Information

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MEMORANDUM



TO: MAYOR AND COUNCILMEMBERS
FROM: KATHERINE OPPERMANN, EXECUTIVE ASSISTANT
SUBJECT: WELCOME TO THE NEW ADMINISTRATION PACKET
DATE: AUGUST 8, 2024

After almost 15 years, it's time to bid the old nine-category weekly Administrative Packet format goodbye! Following input from both staff and Councilmembers this packet will introduce the new, streamlined three-category version of the Administrative packet.

It was determined that the old categories were cumbersome, often made it difficult to know which category information should fall under, and most glaringly - didn't properly prioritize the *most* important information. We hope that this new format will better meet the needs of everyone involved but also welcome any further input on how to improve it going forward.

The new categories, as recommended by Mayor Fisher and Mayor Pro Tem Casey are:

Category 1: **"Council Action/Attention"**

This section will cover top priority information for City Council's eyes. It may include direct reports based on Council inquiry, follow-up from past Council meeting items, large budget items being proposed for future meetings, and various other "hot topic" items that have a large impact on or interest from the community. Essentially, if there is only have time to read one section this should be that one.

Category 2: **"Departmental Updates"**

More day-to-day operations information will fall into this category. Statistics and reports from directors and various City departments, matters that may affect residents but are not or not yet an urgent matter. Important information but not quite at top priority level on a given week.

Category 3: **"For Your Information"**

Information that is good or interesting to know, such as reports from an external source (RCOC, Oakland County, or State of Michigan), event wrap-ups, memos about staff initiatives, etc.

Please feel free to reach out should you have any questions or concerns regarding this change.

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
JEFF MUCK, PRCS DIRECTOR
FROM: KIT KIESER, OAS MANAGER
SUBJECT: PEOPLE'S EXPRESS TRANSITION
ONE-MONTH UPDATE
DATE: AUGUST 5, 2024

Mayor and Council –

An update on the PEX usage after one month of service. Additionally, we've included a map of their usage (Jan – June 2024) area and Novi is definitely a hot bed of activity for them.

- Victor

On June 11, 2024, City Council voted to enter into an agreement with People's Express (PEX), to allow PEX the use of City office and parking space and provide a process for PEX to invoice the City for the cost of rides for its eligible residents who are at least age 55 and to residents with a limiting disability who cannot drive.

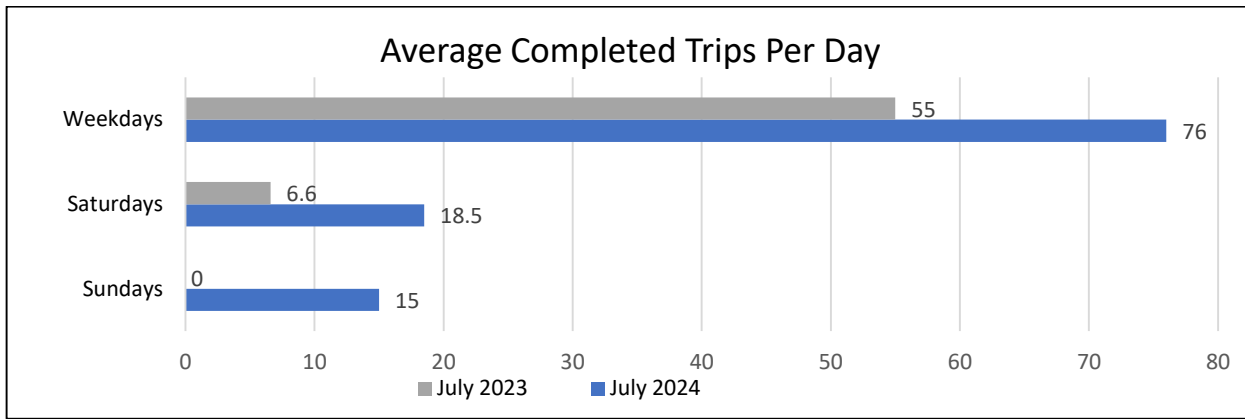
Novi Senior Transportation transitioned operations to PEX starting July 1, 2024. Per the agreement, PEX is operating a Novi satellite office in the Civic Center and utilizing parking space on the west side of the rear parking lot, providing a hub for Novi-based drivers.

The first month of PEX operating in Novi went smoothly, with no interruption in service. Older Adult Services staff received one call from a resident regarding phone tree navigation. PEX followed up with the individual the same day to provide guidance. OAS staff continues to stand ready to receive ongoing feedback from residents.

In July 2024, there was an increase in all categories of rides. The overall year-over-year increase in rides from July 2023 to July 2024 was 76.4%. Rides for residents aged 55 and older and residents with disabilities increased by 42.6%, while medical rides increased by 50.4%. DaVita Dialysis and the Ascension Providence campus were two of the top destinations for all rides.

	City of Novi July 2023	PEX July 2024	year over year % increase
All rides	1,106	1,951	76.4%
55+ and ppl with disabilities	1,106	1,577	42.6%
Medical rides	486	731	50.4%
Age 54 and under	n/a	374	n/a

The most significant percentage increase in ridership has occurred on Saturdays and Sundays, coinciding with the largest expansion of service hours.



Oakland County currently provides subsidized rides via approved providers, including PEX, for all veterans traveling within the County lines. The City of Novi will not be responsible for veterans' fares, regardless of age or ability. This County subsidy program is anticipated to continue up to September 30, 2024.

OAS Senior Transportation currently has a fleet consisting of one 14-person Ford E450 bus, three wheelchair-accessible Ford Transit vans, two Dodge vans, and one Ford Escape hybrid. OAS/PRCS intends to retain the 14-person bus and one wheelchair-accessible Ford Transit for recreation-based programs and trips for seniors, while the other vehicles will be dispersed to other departments or auctioned via BidNet.

As PEX has entered Novi as a service provider, they have demonstrated their commitment as a community partner. They participated in the Memorial Day Parade, the Superhero Showcase on June 6, and sponsored the Parks Foundation's Pour on the Shore fundraiser in July, where they also provided shuttle services for the event. In October, PEX will offer a free program to residents to educate them on how to use the service.

Novi Public Safety

Police and Fire Departments 2024 v. 2023 Year-to-Date Statistics
January - July

August 2024



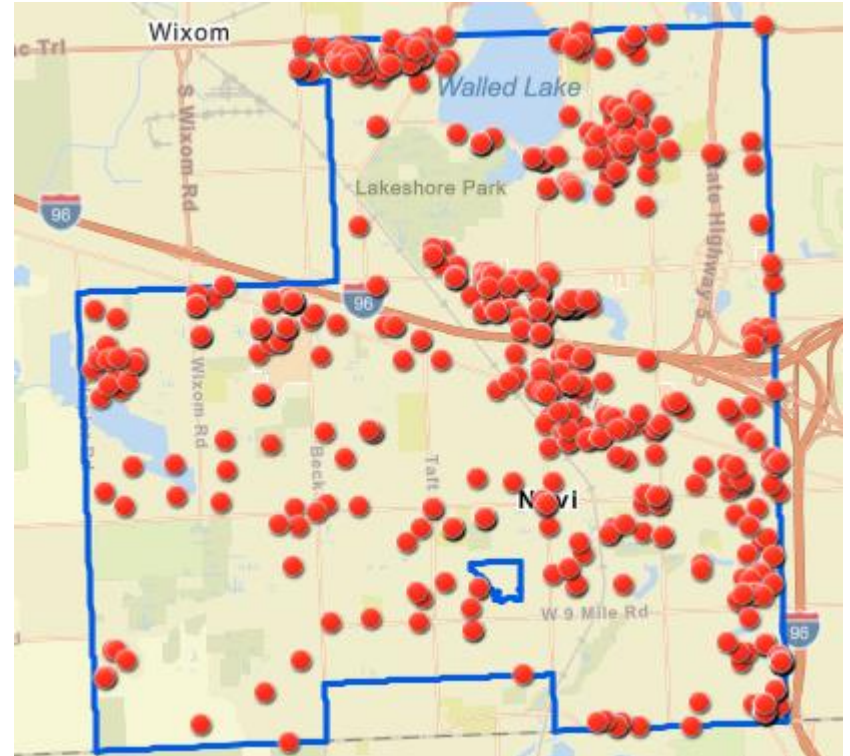
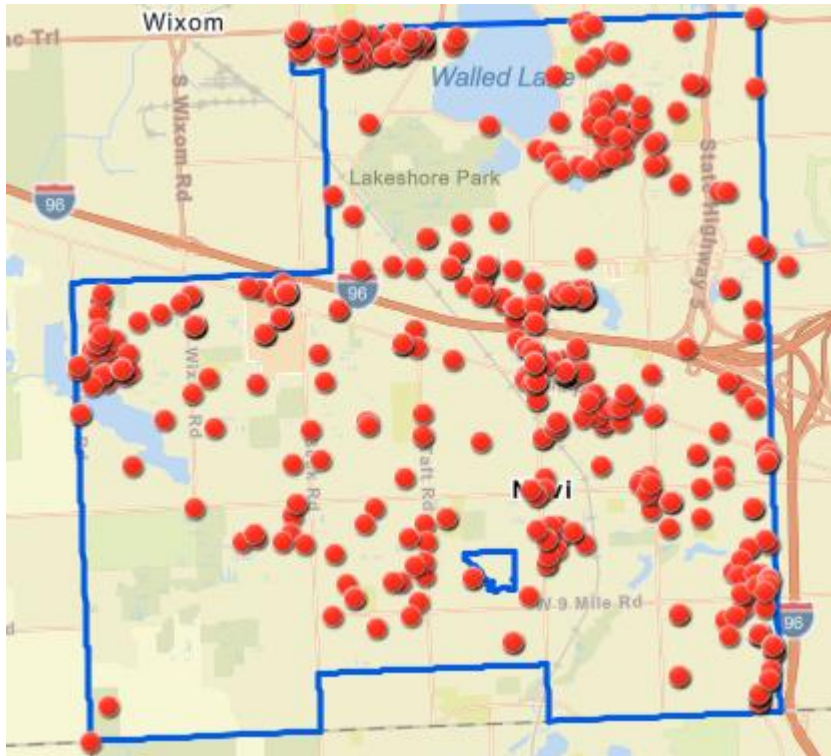
Part A

2024

634

2023

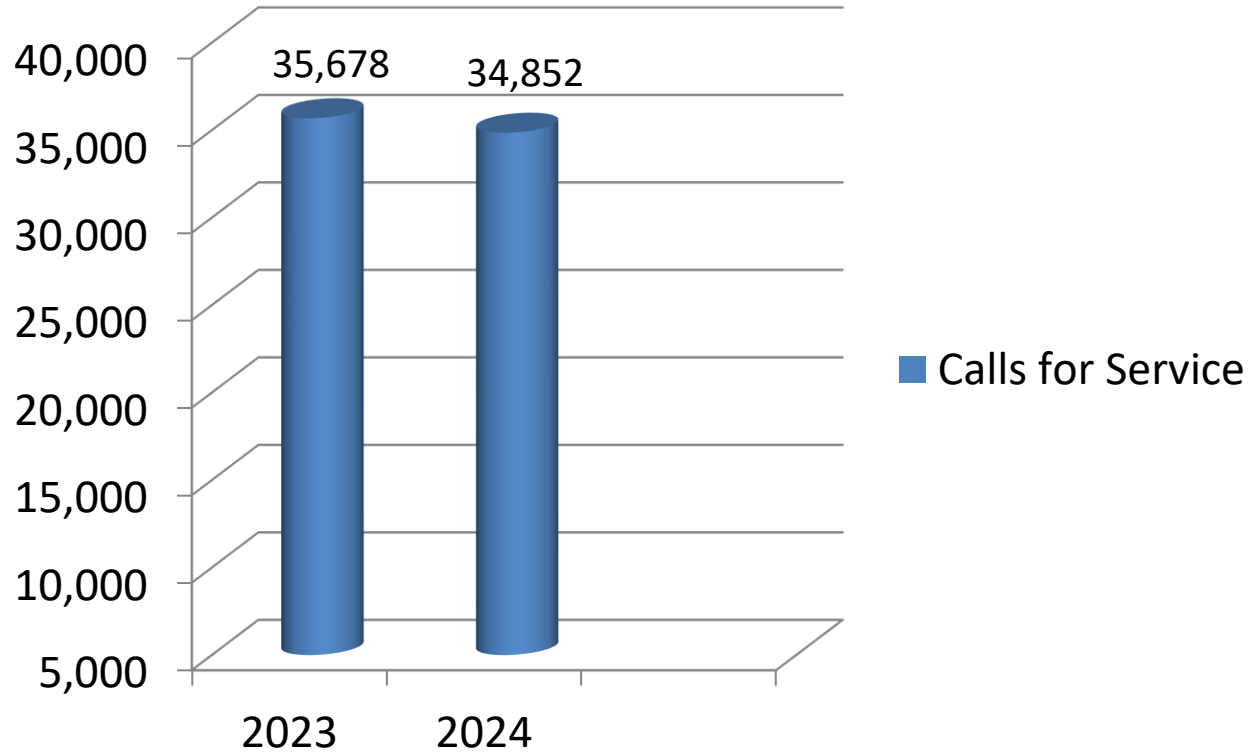
758



PART A	YTD 2024	YTD 2023	Percent Changed
AGGRAVATED/FELONIOUS ASSAULT	21	18	16.67%
ANIMAL CRUELTY	1	0	100.00%
BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	2	4	-50.00%
BURGLARY -FORCED ENTRY	12	13	-7.69%
DAMAGE TO PROPERTY	31	58	-46.55%
EMBEZZLEMENT	8	13	-38.46%
EXTORTION	1	1	0.00%
FORGERY/COUNTERFEITING	9	6	50.00%
FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	15	12	25.00%
FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	43	31	38.71%
FRAUD - IDENTITY THEFT	13	35	-62.86%
FRAUD -WELFARE FRAUD	1	0	100.00%
FRAUD -WIRE FRAUD	4	0	100.00%
PROSTITUTION	1	0	100.00%
INTIMIDATION/STALKING	16	17	-5.88%
LARCENY -OTHER	36	60	-40.00%
LARCENY -PURSESNAATCHING	1	0	100.00%
LARCENY -THEFT FROM BUILDING	22	14	57.14%
LARCENY -THEFT FROM MOTOR VEHICLE	27	49	-44.90%
LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	14	42	-66.67%
MOTOR VEHICLE, AS STOLEN PROPERTY	2	2	0.00%
MOTOR VEHICLE FRAUD	1	1	0.00%
MOTOR VEHICLE THEFT	33	48	-31.25%
NARCOTIC EQUIPMENT VIOLATIONS	14	8	75.00%
NONAGGRAVATED ASSAULT	139	145	-4.14%
OBSCENITY	1	0	100.00%
RETAIL FRAUD -REFUND/EXCHANGE	2	1	100.00%
RETAIL FRAUD -THEFT	128	150	-14.67%
ROBBERY	2	2	0.00%
SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	2	1	100.00%
SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	3	2	50.00%
SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	4	2	100.00%
SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	1	2	-50.00%
STOLEN PROPERTY	4	2	100.00%
VIOLATION OF CONTROLLED SUBSTANCE ACT	23	15	53.33%
WEAPONS OFFENSE- CONCEALED	10	15	-33.33%
WEAPONS OFFENSE -OTHER	4	3	33.33%
Total Part A Crimes year to date	634	758	-17.81%



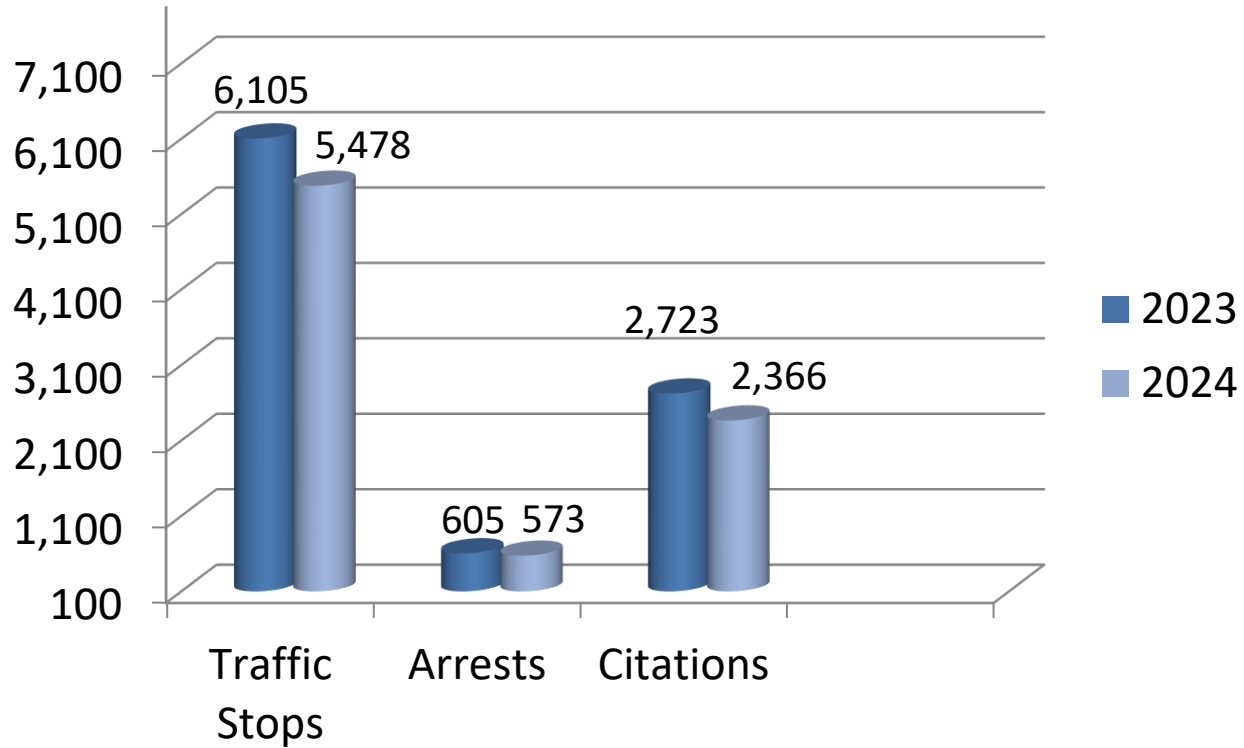
Police Total Calls for Service*



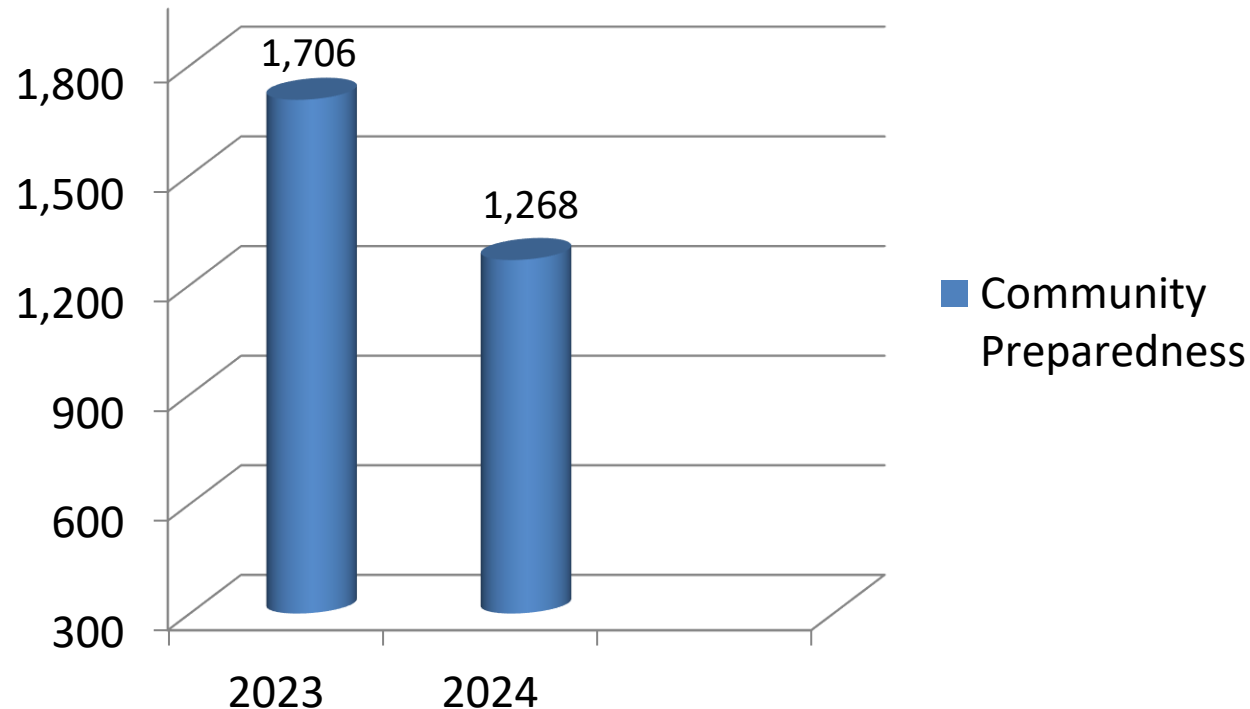
*includes all traffic stops, self initiated activity, routine and priority calls for service, etc.



Officer Productivity



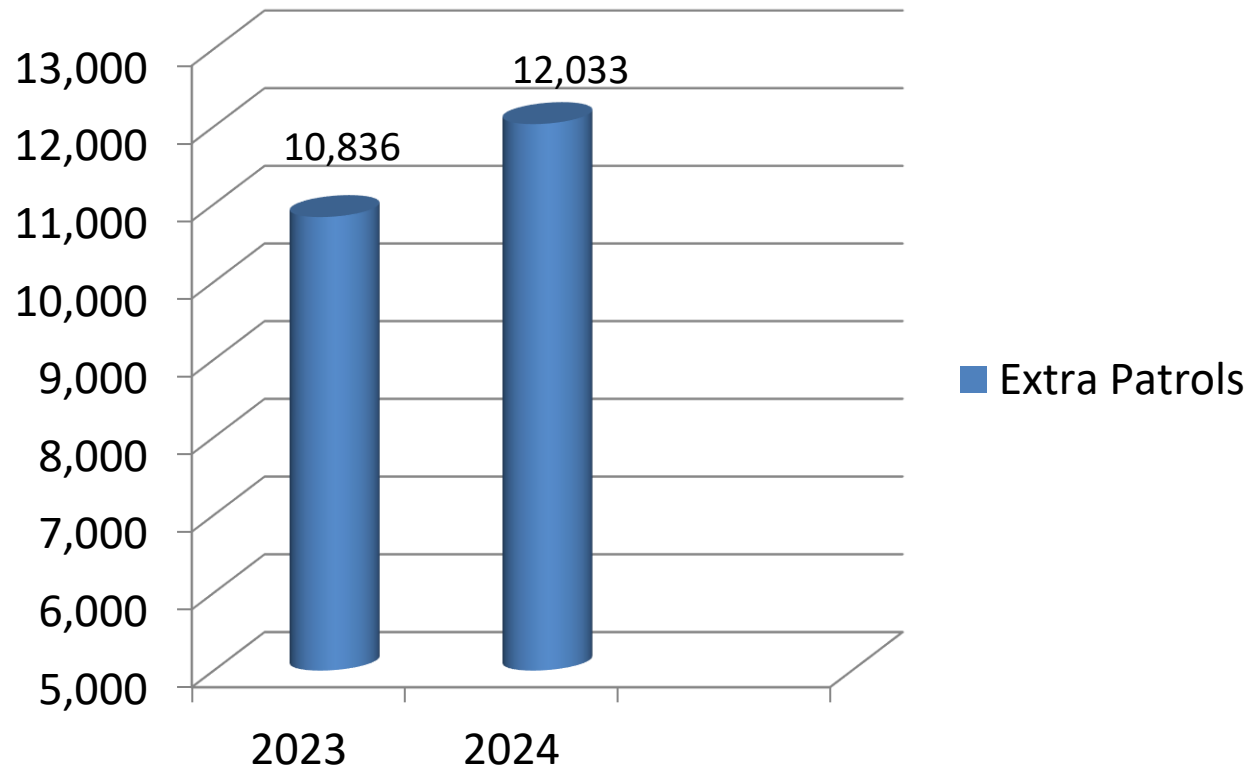
Community Preparedness Numbers* – Self Initiated



*Extra patrols at critical infrastructure (ie. ITC Transmission, US Energy Distribution, Ascension Providence Park Hospital, Water Treatment Facility, etc.) within the city.



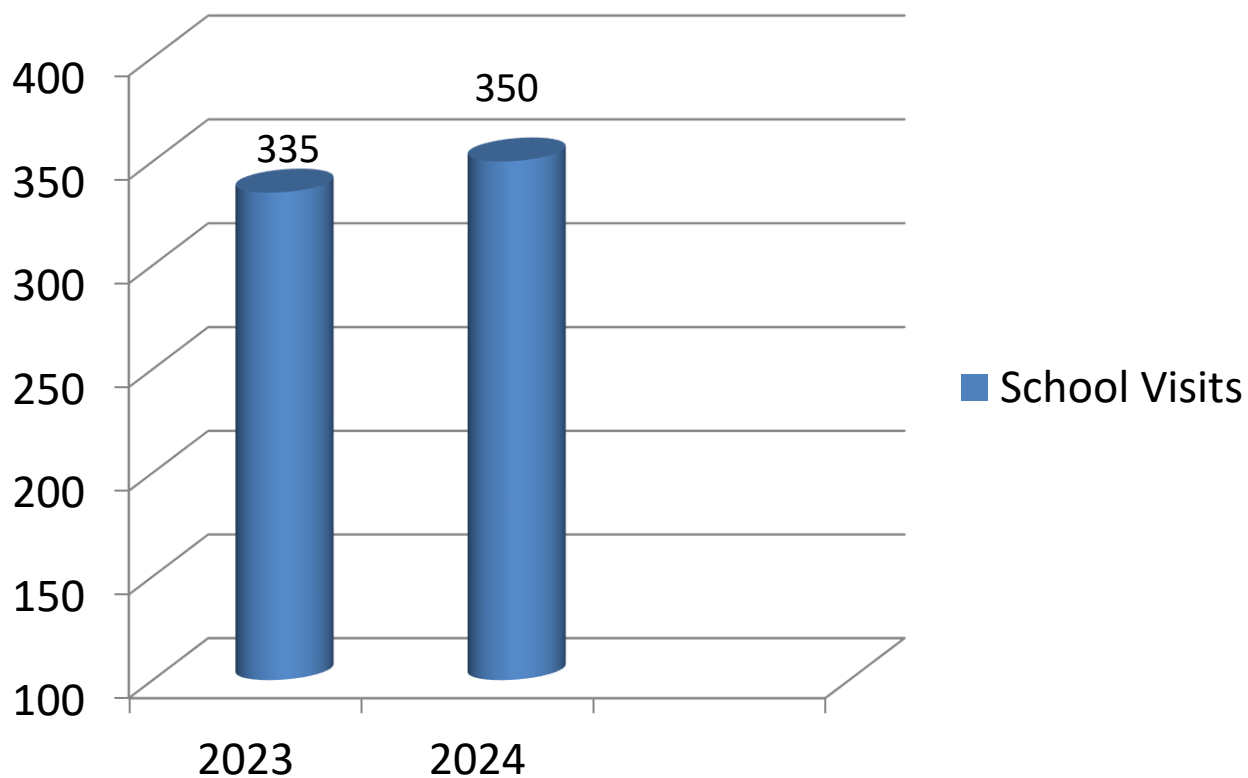
Extra Patrol Numbers* – Self Initiated



*Officers providing additional patrols at various locations above and beyond routine patrol.



School Visit Numbers* – Self Initiated



*Additional patrols at area schools where officers typically walk inside.



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Fire Priority Calls for Service

July 2024 v. 2023

INCIDENT ACTIVITY REPORT				
Summary Comparison YTD				
Priority Calls for Service				
Incident Type	2024	2023	Difference	% Change
Fire (All Fires)	45	51	-6	-12%
EMS (Medicals, Rescues & PIAs)	3177	3059	118	4%
Hazardous Condition (Haz-Mat, Wires)	61	133	-72	-54%
Service Call (Pub.Assist, Unauth.Burn)	55	62	-7	-11%
Good Intent (Haz not found, CNX call)	92	75	17	23%
False Calls	183	167	16	10%
Other (Inspections, Pub-Ed, Pub-Relations, Car Seats,	2	8	-6	-75%
TOTAL	3615	3555	60	2%



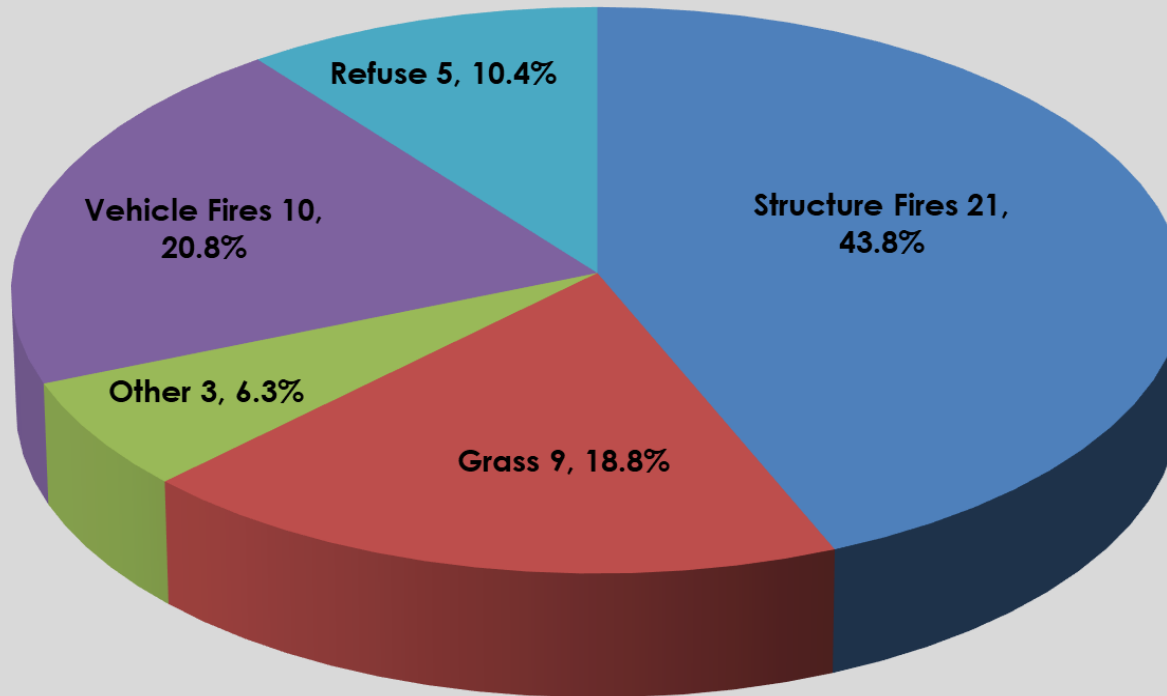
Fire All Calls for Service

July 2024 v. 2023

INCIDENT ACTIVITY REPORT				
Summary Comparison Year End				
All Calls for Service				
Incident Type	2024	2023	Difference	% Change
Fire (All Fires)	51	67	-16	-24%
EMS (Medicals, Rescues & PIAs)	3493	3193	300	9%
Hazardous Condition (Haz-Mat, Wires)	103	199	-96	-48%
Service Call (Pub.Assist, Unauth.Burn)	652	521	131	25%
Good Intent (Haz not found, CNX call)	177	166	11	7%
False Calls	366	357	9	3%
Power Outage Invst.(Severe weather)	4	12	-8	-67%
Other (Inspections, Pub-Ed, Pub-Relations, Car Seats,	349	408	-59	-14%
TOTAL	5195	4923	272	6%



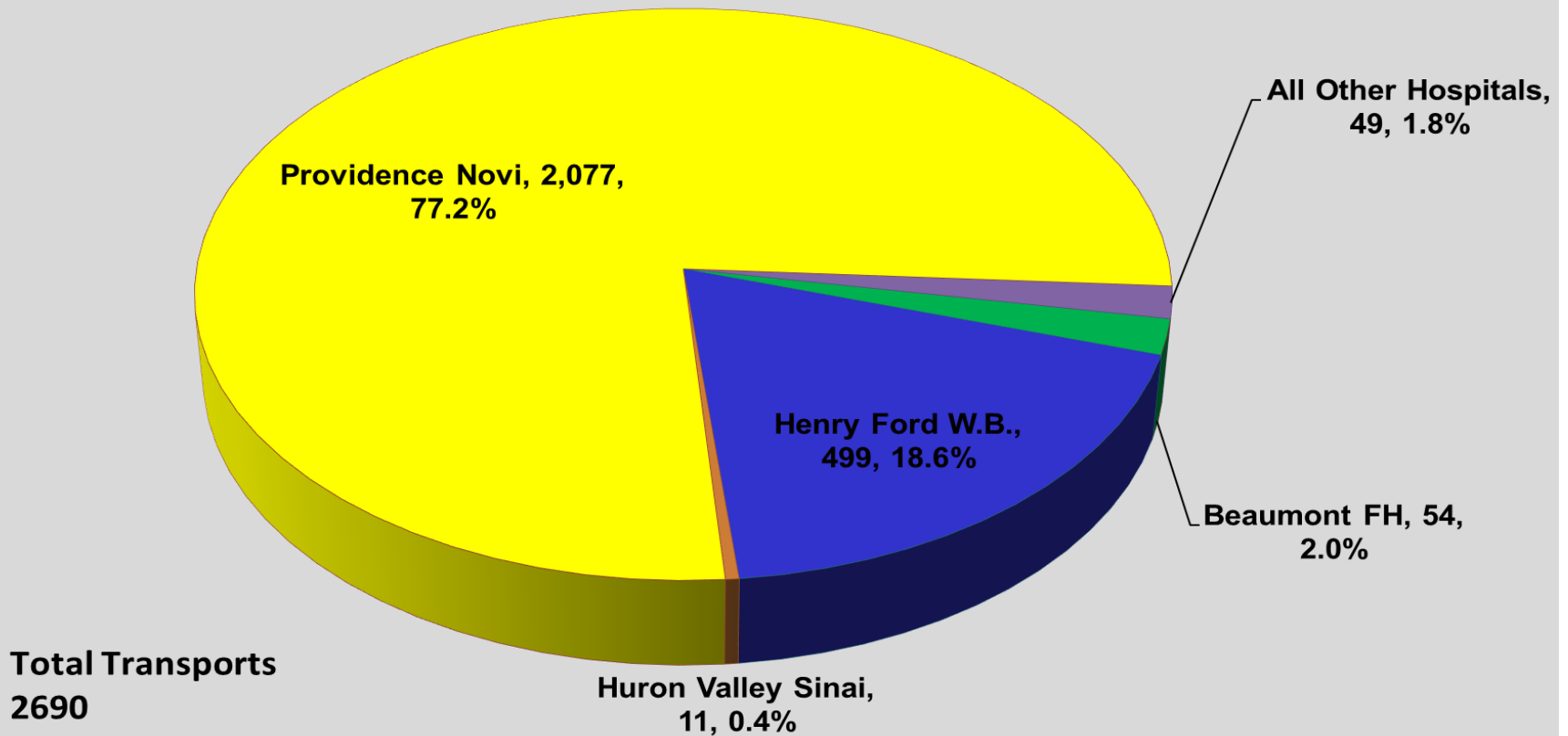
2024 YTD FIRES



TOTAL 48



Hospital Transports 2024



FIRE OPERATIONS AVERAGE RESPONSE TIMES PRIORITY RESPONSES ONLY

TEAM / STATION	July 2024	Total Calls	2024 YTD	Total Calls	2023 YTD	Total Calls
TEAM 'A':						
STATION 1	4:22	97	4:29	676	4:35	691
STATION 2	5:04	81	4:50	645	4:50	575
STATION 3	4:53	27	4:53	242	4:52	211
STATION 4	4:51	35	5:07	210	4:52	258
TEAM 'A' AVERAGE:	4:47	240	4:49	1773	4:47	1735
TEAM 'B':						
STATION 1	4:48	96	5:07	651	4:55	655
STATION 2	5:23	75	5:37	613	5:23	623
STATION 3	5:38	45	5:50	271	5:58	272
STATION 4	6:11	48	5:59	258	6:03	231
TEAM 'B' AVERAGE:	5:30	264	5:38	1793	5:34	1781
TEAM. AVERAGE	5:08	504	5:14	3566	5:11	3516



MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: CHARLES BOULARD, COMMUNITY DEVELOP. DIR
SUBJECT: NEIGHBORHOOD PROPERTY MAINTENANCE PROGRAM
DATE: AUGUST 8, 2024

Mayor and Council –
FYI on the latest stage or progress on the property maintenance program. Prior memos summarizing efforts are also attached.

- Victor

The City of Novi Neighborhood Property Maintenance Program began in 2018 with a Pilot Program in the Willowbrook I neighborhood. Beginning in 2022 work was initiated throughout the City on a neighborhood-by-neighborhood basis. The goal of the program remains to maintain and increase housing stock values and improve overall quality of life for all residents. The program applies the standards of the International Property Maintenance Code referenced in the City Code to the exterior of structures and property.

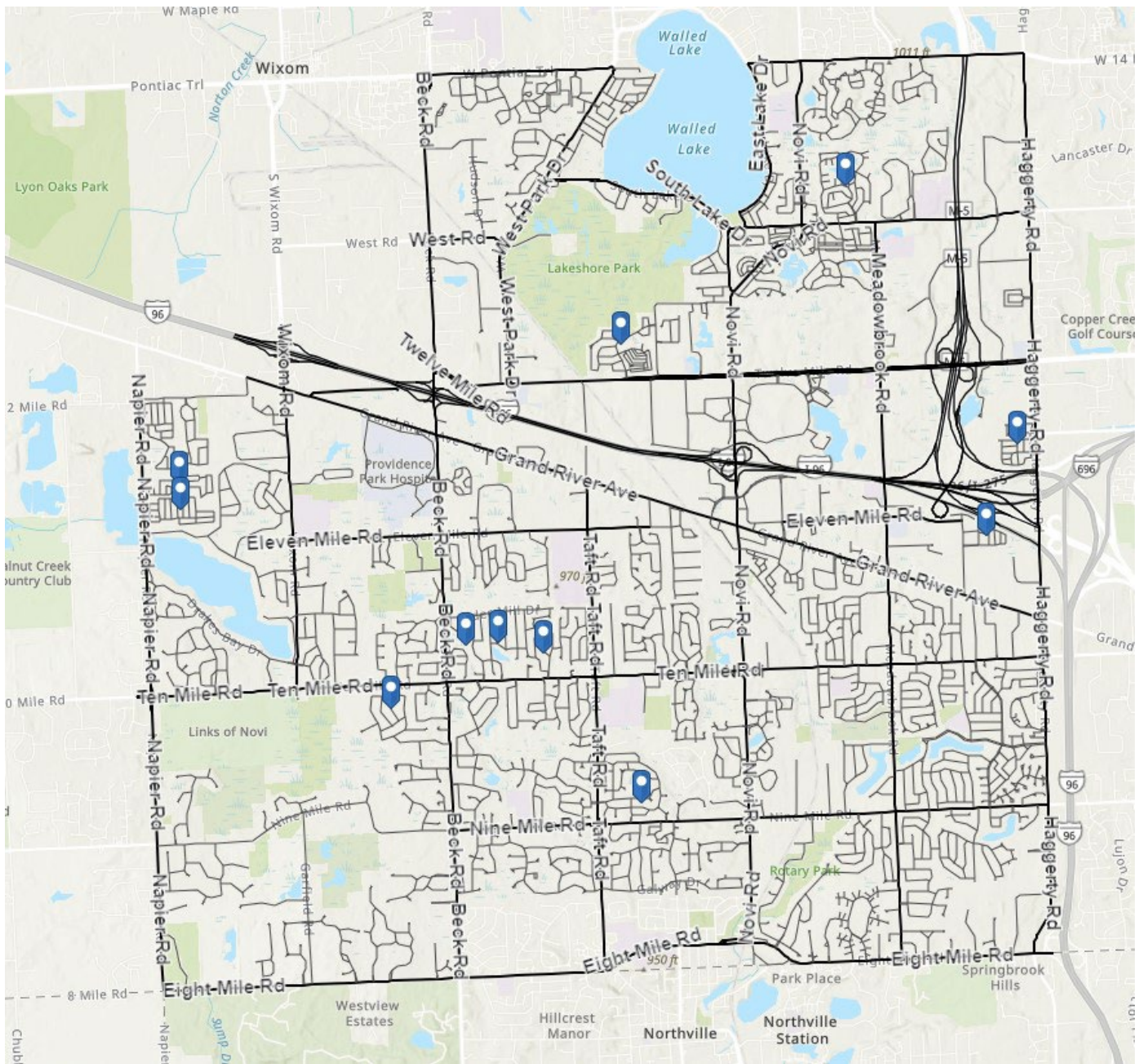
Initial communication takes place with the Homeowners Association leadership (where possible) and an introductory letter and self-checklist mailed to each property owner. This communication typically allows our team to answer any questions and concerns as well as allow property owners to review the condition of their property for concerns. In many cases, concerns are addressed prior to any inspection at all being done by the City. Code Compliance Officers then visit each property and survey for violations from the public Right of Way. Where necessary, owners are notified in writing a minimum of twice of any deficiencies requiring attention. Maintenance issues are addressed on an individual basis and our team regularly works with property owners to adjust compliance timelines based on resources and availability of contractors. In cases where resources may be limited, extra measures are taken to connect residents with programs such as the Minor Home Repair Program or supporting organizations to bring properties into compliance. To date, resolution has been achieved without the need for any civil infraction tickets.

Following are the areas included in past and the current year programs including the number of homes in each:

2018	Willowbrook 1 (48 homes)-pilot program
2022	Echo Valley (93)
2023	Liberty Park (298 homes), Simons Orchard (90), Dunbarton Pines (244), Roma Ridge (129), Briarwood (76)
2024	Willowbrook 2 and 3 (260 + 110 homes), Meadowbrook Glens (475), Village Oaks (603), Saratoga (54), Camden (56) Mailed notice was sent to HOA Board members for Camden, Saratoga and Village Oaks on July 8, 2024.

As always, residents are encouraged to call with any questions or concerns. Our team Would be happy to meet on site to address any specifics of the program as it relates to their individual property and next steps.

NEIGHBORHOOD PROPERTY MAINTENANCE PROGRAM MAP 2018-2023



MEMORANDUM



TO: PETE AUGER, CITY MANAGER
FROM: CHARLES BOULARD, COMMUNITY DEVELOP. DIRECTOR
SUBJECT: MAINSTREET AND NEIGHBORHOOD PROPERTY
MAINTENANCE EFFORTS
DATE: SEPTEMBER 21, 2022

Mainstreet:

The Mainstreet area represents to most developed cluster of streetscape improvements within Novi. It has been many years since the initial development and time for significant maintenance for many of the features. The properties were originally part of a condominium and a 2012 Exchange Agreement facilitated by the City to support development transferred responsibility for all streetscape improvements to the adjacent property owner(s). These improvements include, but are not limited to sidewalks, pavers, planters, irrigation systems, wall, fences, streetlights, etc. The City of Novi owns several adjacent parcels and recent replaced the deteriorated landscape wall along the Fire Station frontage.

Code Compliance staff have reached out to the various property owners and followed up with an initial correspondence. From there our team will meet with a representative of each property onsite to review the needed maintenance. In some cases, such as raised planters that have been damaged by the growth of the included tree over time, repair will unfortunately require removal and replacement of the tree. As an option, City Landscape Architect Rick Meader has designed a flush replacement alternative to the planters offering streetscape seating without the potential for future root growth causing planter wall displacement. Rick has also recommended different species of trees to minimize future root disruption. Once property owners have made the needed repairs the City will replace the missing trees as part of Tree Fund plantings.

Residential Neighborhoods:

Preserving the value, attractiveness and desirability of our neighborhoods is critical for the future and financial sustainability of our City. The current year budget approved the addition of an additional Code Compliance Officer to support property preservation and maintenance in our residential neighborhoods. Mario Gibbons started with our team September 6th and has been busy learning the City landscape, Ordinances, and procedures. Going forward Mario and Brian Riley will be working together and sharing responsibility to support residents in addressing property and exterior building maintenance needs in our single-family neighborhoods. This fall they will be working with the Homeowners Association and residents of Echo Valley. Initial contact has been made with the HOA President and an introductory letter and brochure with a Homeowner Inspection Checklist have been mailed to each property owner. Individual property inspections will begin October 1, 2022.

MEMORANDUM



TO: CHARLES BOULARD, COMMUNITY DEVELOPMENT DIRECTOR
FROM: BRIAN RILEY, CODE COMPLIANCE OFFICER
MARIO GIBBONS, CODE COMPLIANCE OFFICER
SUBJECT: RESIDENTIAL PROPERTY MAINTENANCE PROGRAM
ZONE: ZONE 1, ECHO VALLEY
DATE: JANUARY 12, 2023

RESIDENTIAL PROPERTY MAINTENANCE

INSPECTION ZONE 1: ECHO VALLEY

Beginning in September 2022, Code Compliance started the Residential Property Maintenance Program, which residents positively received. The program was initially introduced to the HOA leadership, followed by a letter and brochure outlining the program and what was to be inspected. Homeowners provided positive feedback for this collaborative community approach and began correcting deficiencies before inspections based upon the checklist provided. As a result, compliance was achieved after one notice and within the time allotted for the violations that were issued.

Metrics:

- 9/14/2022 HOA Contact/introductory letter and brochure to Residents.
- 10/07/2022-11/07/2022 Inspected 93 Properties.
- Resulted in correction or properties with concerns.
- 5 of the five concerns have been resolved.
- Program resulted in a 100% compliance rate without having to issue Citations.

ECHO VALLEY SUB- DIVISION

PROPERTY MAINTENANCE
PROGRAM



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INSPECTION ZONE 1: ECHO VALLEY

- **Beginning in September 2022, Code Compliance began the Residential Property Maintenance Program, which was positively received by residents. The program was initially introduced to the HOA leadership, followed by a letter and brochure outlining the program and what was to be inspected. Homeowners provided positive feedback for this collaborative community approach and began correcting deficiencies prior to inspections. Of the violations that were issued, compliance was achieved after one notice and within the time allotted.**

PROPERTY MAINTENANCE GUIDELINES



PROPERTY MAINTENANCE CHECKLIST (Sec. 21- 57, 58 EXTERIOR

Generally: The property premises, the exterior of every structure, the interior of every structure, and the systems and equipment therein shall be maintained in good repair, be structurally sound, and in sanitary condition so as not to pose a threat to health, safety, or welfare. All appliances shall be capable of performing their intended function.

- **Address numbers for each unit visible from the road and at least 4” high. Shall have approved address numbers placed in a position to be legible and visible from the street fronting the property.**
- **Steps, decks, porches, and landings are weatherproof, in excellent/safe condition, and sealed. Handrails/guardrails, where required, are to be sturdy, weatherproof, and at least 30” high.**
- **No unlicensed or inoperable vehicles are parked outside of a garage (exception: covered cars).**
- **All structures, including the garage, she-shed, fence, and pool, shall be maintained and structurally sound.**
- **Roof, eaves, soffits, and fascia in good repair (painted, weatherproof, not rotted).**

- **Foundation is structurally sound and weatherproof, with no open cracks or breaks. Openings are sealed to prevent the entry of rodents or animals. The chimney is in good condition (no rust or loose bricks).**
- **Windows, Screen/storm doors in good condition, no broken/missing glass or torn/missing intact and operable. The doors are weatherproof, and all hardware is operable.**
- **Exterior siding, trim and paint in good condition (not missing, peeling, or chipped).**
- **Note – As a rule of thumb, the ideal exterior painting temperature outside ranges from 50 to 70 degrees. Residents are given time due to the cold temperature. June 1st is an expected date for painting if violations occur after October.**
- **Sidewalks and driveway not in disrepair.**
- **All grass and noxious weeds are maintained at less than 8” high. Trees and shrubbery are well maintained. No litter or debris on the property (except within a trash container).**

Metrics

9/14/2022 HOA Contact/introductory letter and brochure to Residents.

10/07/2022-11/07/2022 Inspected 93 Properties.

This resulted in remaining concerns.

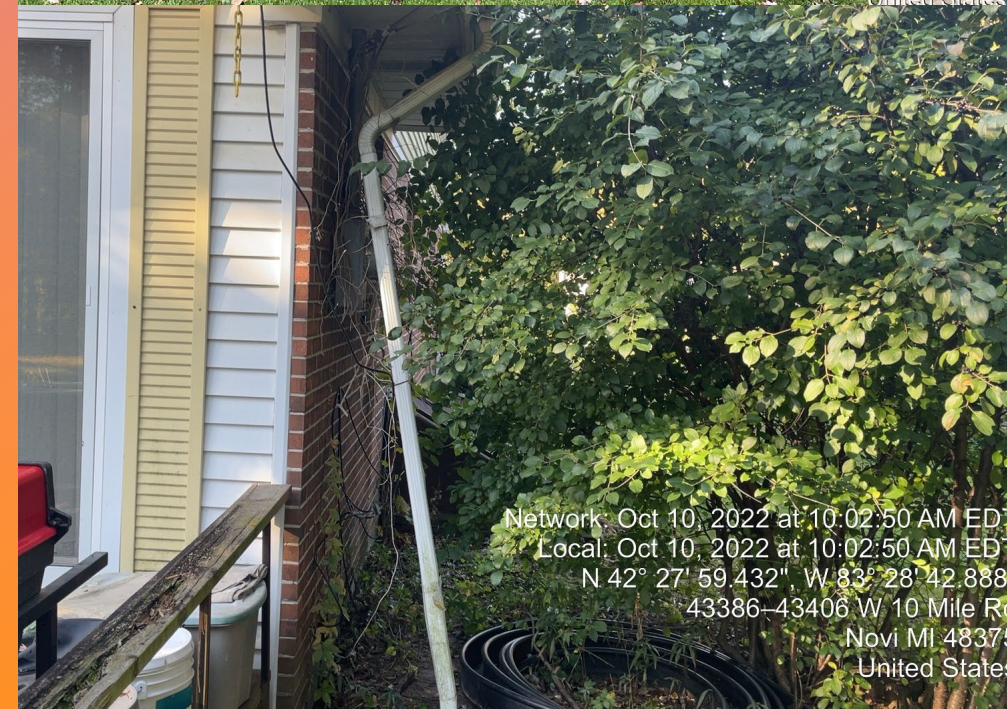
5 of the **5** concerns have been resolved.

Program resulted in a **100%** compliance rate without having to issue any Citations.

CITY OF NOVI METRICS

0 City of Novi			
Neighborhood Property Maintenance Metrics			
Program Year	2022		
Neighborhood	Echo Valley		
Total Parcels	93		
Total Parcels with corrections needed	4	4.30%	
Total violations	5	1.25	Corrections Per Notice
Parcels abated prior to reinspection	4	100.00%	Compliance with First Notice
Parcels requiring 2nd notice	0	0.00%	
Parcels abated by Final inspection	4	100.00%	Compliance w/o Citations
Violations by type			
Grass/Weeds	0	0.00%	
Painting/siding	0	0.00%	
Windows/Doors	0	0.00%	
Roof	0	0.00%	
Gutters and trim	4	80.00%	
Accessory structure/sheds/fences	0	0.00%	
Inoperable vehicles	0	0.00%	
Trash/Debris	1	20.00%	
Other	0	0.00%	
Total		5	100.00%

VIOULATION PHOTOS: GUTTERS IN DISREPAIR





OVERALL GOAL!

- By preserving the value, attractiveness, and desirability of our neighborhoods is critical for the future and financial sustainability of our City.

MEMORANDUM



TO: CHARLES BOULARD, COMMUNITY DEVELOP. DIRECTOR
FROM: BRIAN RILEY, CODE COMPLIANCE OFFICER
MARIO GIBBONS, CODE COMPLIANCE OFFICER
SUBJECT: MANUFACTURED HOME PARK AND NEIGHBORHOOD
PROPERTY MAINTENANCE
DATE: JULY 20, 2023

Mayor and Council –

FYI, great work by our Code Compliance team with this proactive program.

- Victor

Manufactured Home Communities

The City of Novi is home to five Mobile Home Communities; these communities serve our residents with a total of 1722 home sites. With the rapid progression of the Fall 2022 neighborhood Property Maintenance program, the Code Compliance team also addressed property maintenance in all the Mobile Home Park properties during the winter months.

Our team established contact with the respective management entities and provided inspection records of each violation by lot. After compiling these lists of deficiencies, we met with management staff to review and explain the path to compliance. This approach was very positively received and led to expedited compliance on many concerns.

Metrics:

Mobile Home Communities Inspected:

- Old Dutch Farms (Napier Road south of 12 Mile, 302 home sites),
- Highland Hills (Seeley Road north of Grand River, 204 home sites),
- Novi Meadows (Napier Road south of 12 Mile, 339 home sites),
- Oakland Glens (13 Mile east of Novi Road, 669 home sites)
- Country Cousins (Haggerty Road south of 12 Mile, 208 home sites)

Typical Deficiencies included but were not limited to:

- Inoperable vehicles
- Damaged and/or missing skirting around base of homes
- Broken windows, damaged screens, and storm doors
- Deteriorated entry steps, porches decks, guards, and handrails
- Debris and trash, branches, and other yard waste
- Damaged and/or deteriorated sheds
- Illegible directional signage.

A total of thirty-two (32) violations were documented. To date, a total of thirty (30), or 94%, of the violations have been corrected. City staff were also able to educate park management staff regarding specific responsibilities for structure spacing, road maintenance, and other requirements within the scope of the State of Michigan Manufactured Housing statutes.

As an added benefit of frequent proactive and upfront communications, our Code Compliance team was able to establish improved and more cooperative working relationships with park management staff, resulting in increased visibility and a positive relationship with residents and management.

Neighborhood Spring/Summer 2023 Program:

Currently, introductions to HOA leadership and initial letters with self-checklist of typical violations have been forwarded to residents within the Simmons Orchard and Liberty Park neighborhoods. Inspections of individual single-family properties within these neighborhoods are now complete. Individual correction notices were sent on 6/26/23, and reinspection is scheduled to begin on 7/31/23.

MEMORANDUM



TO: CHARLES BOULARD, COMMUNITY DEVELOPMENT DIRECTOR
FROM: MARIO GIBBONS, CODE COMPLIANCE OFFICER
BRIAN RILEY, CODE COMPLIANCE OFFICER
SUBJECT: RESIDENTIAL PROPERTY MAINTENANCE PROGRAM
ZONES 3 - 8
DATE: DECEMBER 21, 2023

Mayor and Council –

Please see the progress of our Code Compliance efforts with the Property Maintenance Program.

- Victor

RESIDENTIAL PROPERTY MAINTENANCE PROGRAM UPDATE

Background:

Beginning in September 2022, the City of Novi Code Compliance began the Residential Property Maintenance Program with a positive reception from residents. Prior to the beginning of each neighborhood, the program was introduced to the HOA leadership, followed by a letter and brochure outlining the program and what was to be inspected to every homeowner. In many cases, homeowners provided positive feedback for this collaborative community approach and began correcting deficiencies prior to inspections. Compliance with the violations that were issued was generally achieved within the first two notices and within the time allotted. To date, a total of 930 homes have been inspected; compliance was achieved or scheduled, with no need for further enforcement. In the case of limited resources or capacity, our team was able to make connections for residents with appropriate resources, such as grants and various programs.

Zones Completed:

Inspection Zone 3: Liberty Park

Metrics

- 8/07/2023 Inspected 298 Properties.
- The program resulted in a 76.92% compliance rate without enforcement.
- 18 property owners were given an extension.

Inspection Zone 4: Simmons Orchard

Metrics

- 8/16/2023 Inspected 90 Properties.
- The program resulted in an 89.74% compliance rate without enforcement.
- 4 property owners were given an extension.

Inspection Zone 5: Dunbarton Pines

Metrics

- 9/26/2023 Inspected 244 Properties.
- The program resulted in a 75% compliance rate without enforcement.
- 6 property owners were given an extension.

Inspection Zone 7: Roma Ridge

Metrics

- 10/03/2023 Inspected 129 Properties.
- The program resulted in a 28.57% compliance rate without enforcement.
- 5 property owners were given an extension.

Inspection Zone 8: Briarwood

Metrics

- 10/11/2023 Inspected 76 Properties.
- Resulted in 3 Property Maintenance Concerns.
- The program resulted in a 100% compliance rate without enforcement.

Before And After Photos:



BEFORE



AFTER



MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: EZEKIEL CHOJNACKI, GRADUATE MANAGER
SUBJECT: AWARD OF COMMUNITY ENERGY MANAGEMENT GRANT
DATE: AUGUST 08, 2024

Mayor and Council –

Some great work by Ezekiel and Matt Turco from our facilities team to secure this grant.

- Victor

I am pleased to inform you that the City of Novi has been awarded a \$100,000 Community Energy Management (CEM) Grant. This grant is an important step forward in our efforts to enhance energy efficiency within our city and demonstrates our commitment to sustainable municipal operations.

Grant Overview:

The CEM Grant, provided by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), will be used to conduct Level 2 energy audits on six city buildings. These audits will provide a comprehensive analysis of the energy usage in these facilities and identify specific opportunities for energy efficiency improvements. The funding will also cover the implementation of the recommendations from these audits, allowing us to realize immediate energy savings and reduce operational costs.

Expected Outcomes:

The successful execution of the CEM Grant-funded project is expected to yield the following outcomes:

- Detailed Energy Analysis: A comprehensive understanding of energy consumption patterns in the six audited buildings, along with actionable recommendations for improvement.
- Reduction in Energy Costs: Significant reductions in energy usage and associated costs following the implementation of audit recommendations.
- Enhanced Sustainability: Progress toward Novi's sustainability goals by reducing greenhouse gas emissions from municipal operations.
- Improved Building Performance: The city buildings' improved comfort and operational efficiency benefit staff and visitors.

Next Steps:

The project will commence with the selection of a qualified energy auditing firm and the execution of the Level 2 energy audits. Once the audits are completed, we will prioritize and implement the recommended energy efficiency measures. We will receive regular updates on the project's progress, and a final report will be presented upon completing the grant-funded activities.

The \$100,000 CEM Grant provides Novi with a valuable opportunity to make meaningful improvements in energy efficiency and sustainability. We look forward to the City Council's support as we undertake this important project, which will benefit our community both environmentally and financially.

From: Allen Scott <ajscott@randconstruction.com>

Sent: Thursday, August 8, 2024 10:59 AM

To: Schultz, Thomas <tschultz@rsjalaw.com>; Saarela, Beth (Kudla) <esaarela@cityofnovi.org>

Cc: Cardenas, Victor <vcardenas@cityofnovi.org>; Boulard, Charles <cboulard@cityofnovi.org>; Joe Bertera <joebertera@gmail.com>; Chris Martin <george.walley@gmail.com>

Subject: Lake Wall Subdivision Boat Owners Association (LWSBOA) UPDATE: 8/8

Mayor and Council –

Please see this update from the residents involved in the Lot 9 matter who have proactively updated us on their progress.

- Victor

City of Novi Staff:

Following receipt of the Recorded Consent Judgement (May 9, 2024) RE: our Lot 9 property, we have been working as feverishly as people with lives, families, jobs, vacations, boats on a beautiful lake, etc. can toward the goal of forming an HOA (henceforth BOA) for the management of our dock.

We have made great strides.

We have achieved the following:

- Elected a **Board of Directors** to manage this process
 - Allen Scott (President)
 - Joe Bertera (Vice President)
 - Chris Martin (Treasurer)
 - George Walley (Secretary)
- Selected a name for the **Association**
- Secured a PO Box for USPS correspondence
- Secured an email address for email correspondence
- Secured our Articles of Incorporation through the State of Michigan's LARA system
- Secured a Federal EIN
- **Opened** a bank account
- **Distributed** required notice to Lake Wall residents this weekend
- Initial allocation of the eight (8) overnight mooring spots to the original group in support of the Malles case
- **Reviewing draft Bylaws**
- **Reviewing** draft BOA **Acceptance** document in transfer of Consent Judgement obligations
- **Reviewing draft of added Member or Opt-In type document for those not original to this agreement**

As this entire process has occurred during summer, it's a miracle we are this far. We may need the remainder of August to get these remaining documents signed by our group and turned into the city.

- Please acknowledge receipt of this update and approval of intent.

Regards,

Allen J. Scott

Director of Construction & Safety

Rand Construction Engineering, Inc.

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