



CITY OF NOVI
Administrative ePacket
May 04, 2023

Public Safety (Police/Fire)

[Captain Theisen National Fire Academy Graduation - Johnson](#)

[Superior Ambulance Quarterly Report - Johnson](#)

Infrastructure (Roads/Water/Sewer)

[10 Mile Road Construction Traffic Control - Cardenas](#)

Economic Development (City Revenue/Job Growth)

[Best Small Cities for Small Businesses 2023 Report - Buscher](#)

Citizen-Focused Government (Shared Services/Customer Services)

[Turo Auto Rentals in Residential Neighborhood - Boulard](#)

Natural Areas & Features and Community Character (Community that Preserves)

[Gold Status in Michigan Green Communities \(MGC\) Challenge](#)

Fiscally Responsible Government (Maintain)

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

Parks, Recreation & Cultural Services (Enhance Services)

[ITC Community Sports Park Master Plan Survey Results Update - Morris & Root](#)

[2023 Spring Dance Program - Lachance](#)

Capital Improvement Program

City Council Only or Confidential

MEMORANDUM



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

FROM: JEFFERY R. JOHNSON, FIRE CHIEF *JRJ*

SUBJECT: CAPTAIN THEISEN -NATIONAL FIRE ACADEMY GRADUATION

DATE: MAY 1, 2023

On April 14, 2023, Captain Mark Theisen graduated from the Executive Fire Officer program at the National Fire Academy in Emmitsburg, Maryland. The Executive Fire Officer program seeks to inspire, educate, and empower current and future fire service leaders and create public service champions with communities.

The Executive Fire Officer program is a three-year leadership instruction consisting of four components: personal leadership, organizational leadership, community aspects, and a 13-week capstone of both virtual and in-person learning.

We are extremely proud of Captain Theisen's accomplishment to complete the Executive Fire Officer and fully supported him throughout the program.



MEMORANDUM



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

FROM: JEFFERY R. JOHNSON, FIRE CHIEF *JRJ*

SUBJECT: SUPERIOR AMBULANCE – QUARTERLY REPORT

DATE: MAY 1, 2023

The following data was extracted from the Superior Air-Ground Ambulance monthly January, February, and March 2023 information for the First Quarter report. Novi Fire Department personnel further analyzed the data to determine response time averages and identify trends in calls for service. The contractual benchmark for priority calls is a 7-minute and 00 second response time on 90% of the priority calls with no responses exceeding 10 minutes, except for extenuating circumstances. The benchmark for non-priority calls is a 10-minute response on 90% of the calls with no responses exceeding 12 minutes, except for extenuating circumstances.

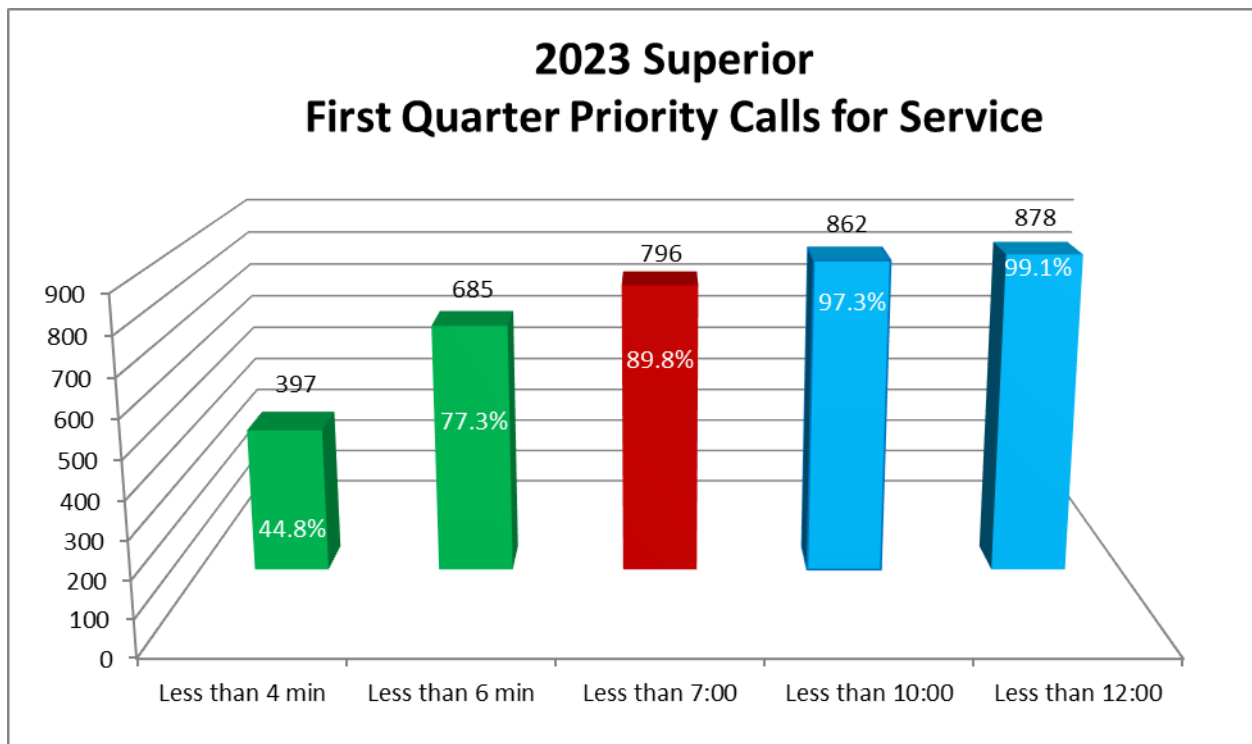


Figure 1

The graph as detailed in (Figure 1) shows the response performance for priority calls was 89.8 % for Less than 7:00 minutes. Superior was .2% from meeting their contractual

benchmark for priority calls for the quarter. Some of the delay is attributed to recent road construction project throughout the city.

Superior exceeded their contractual benchmarks for non-priority calls for the quarter (Figure 2). The non-priority analysis shows Superior achieved a 96.0 % for the Less than 10:00 minute benchmark.

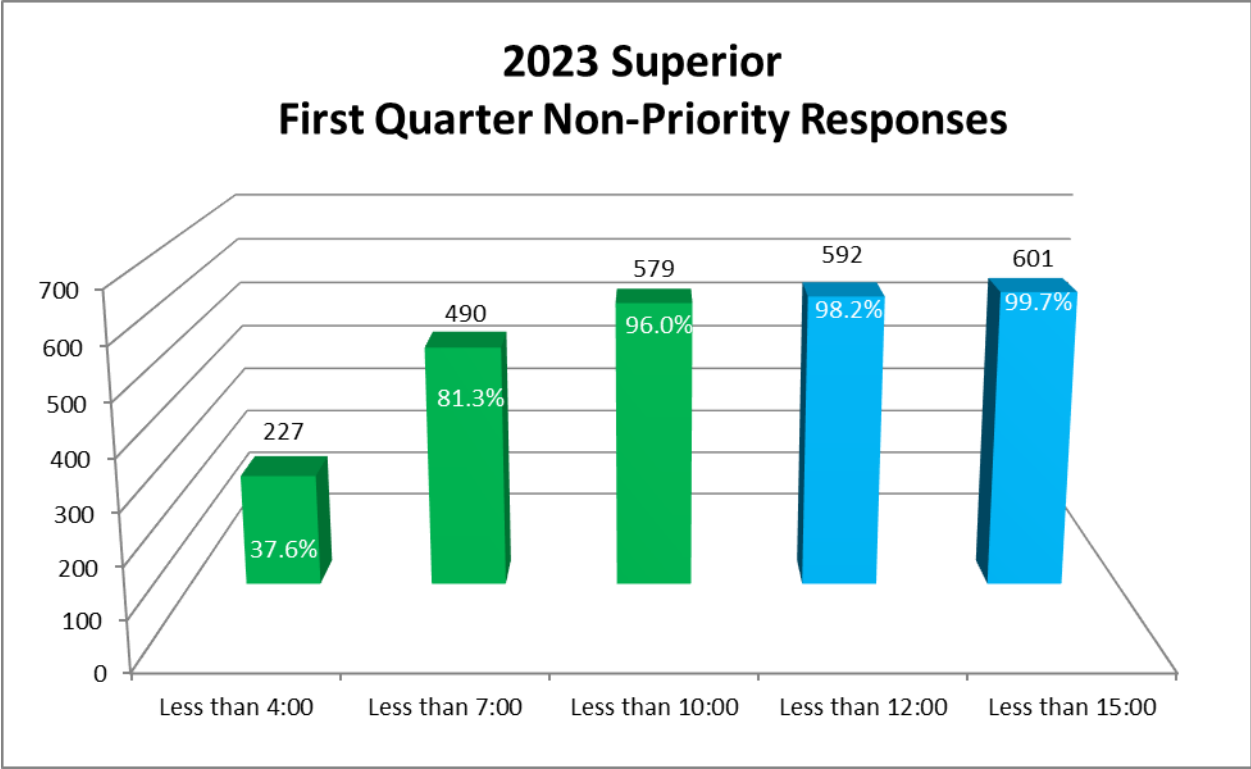


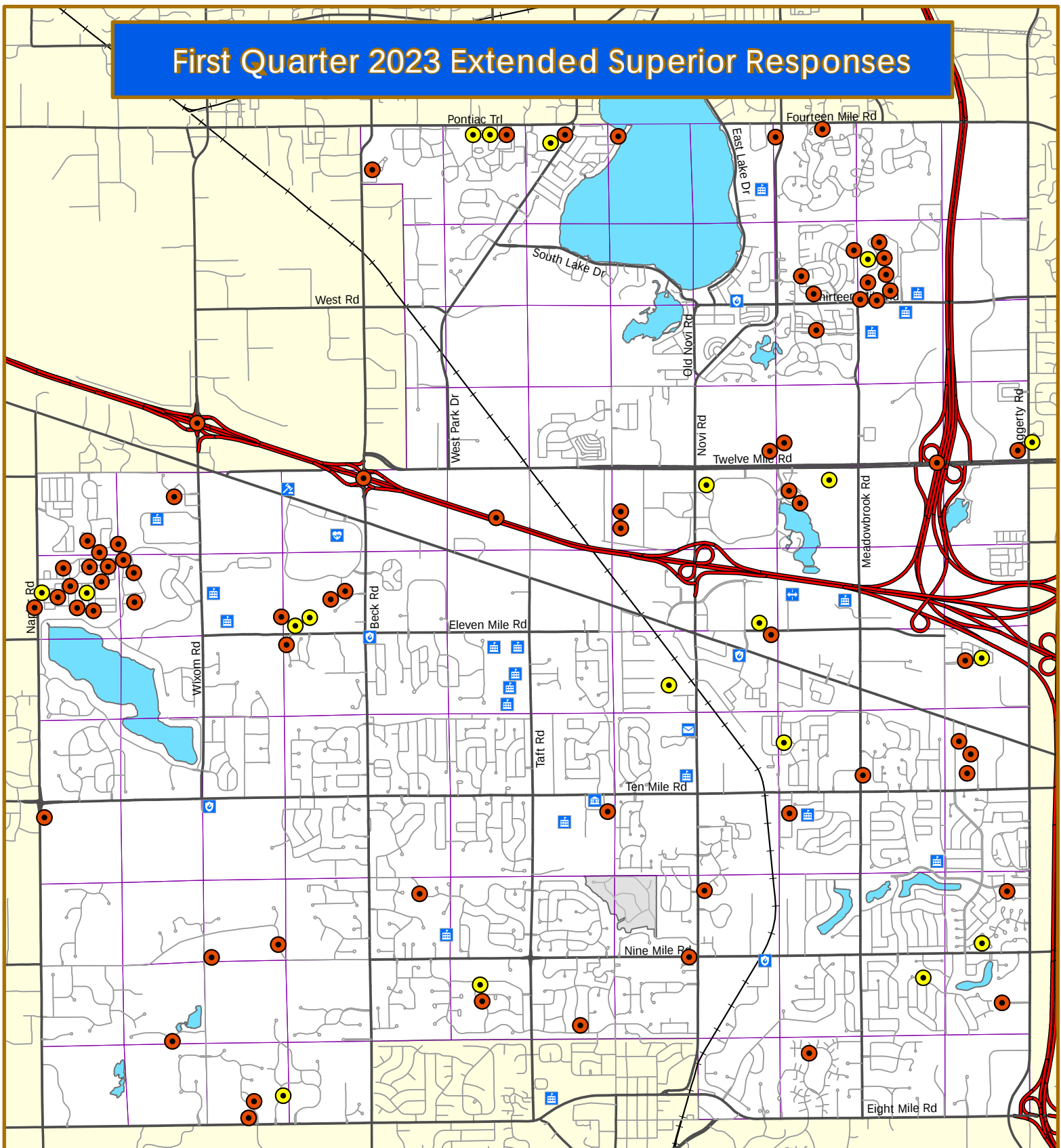
Figure 2

We continue to review Superior's performance daily and communicate with their executive team to address any issues or concerns. Enclosed is a map created by the City of Novi GIS Team showing a breakdown of the First Quarter 2023 extended priority response locations.

Our Novi Public Safety Executive Team, in cooperation with our Fire Command Team are committed to assuring delivery of the highest degree of emergency medical treatment and transport to our community members. Superior is an integral part of our service deployment model.

Please let me know if you have any questions.

First Quarter 2023 Extended Superior Responses



Map Author: Jon Gartha
Date: April 25, 2023
Project: 1Q 2023 Extended Responses
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.

F

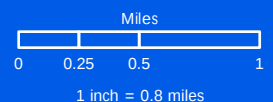
First Quarter 2023 Extended Response Times

- Between 7 and 8 Minutes (19)
- Exceeding 8 Minutes (70)



City of Novi

Geospatial Resources Division
Integrated Solutions Dept.
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org



MEMORANDUM



TO: MAYOR AND CITY COUNCIL
FROM: VICTOR CARDENAS, INTERIM CITY MANAGER
SUBJECT: 10 MILE ROAD CONSTRUCTION TRAFFIC CONTROL
DATE: MAY 3, 2023

The goal of the memorandum is to provide an update on the planned road work on 10 Mile Road. This is a Road Commission for Oakland County (RCOC) project utilizing federal dollars and requires an MDOT-approved Maintenance of Traffic Plan (MOT). The MDOT approved MOT is east bound one way traffic and altering the plan is difficult as surrounding conditions were evaluated during the design process.

City administration inquired about maintaining two-way traffic between Karim and Haggerty and the response was that using Karim as a detour is not ideal. The Karim/Grand River intersection is not set up to adequately handle the additional left turn traffic movements from northbound Karim Blvd. onto westbound Grand River. Using that intersection as an alternate route is complicated further by the increased traffic counts attributed to construction on I-96. Furthermore, there are also concerns about the safety of roadworkers and roadway users in the proposed modified MOT plans from the City of Novi.

The segment of 10 Mile Rd from Karim Blvd to Haggerty Rd will still need to be reconstructed and RCOC has no recommendations on how to construct this segment of the roadway under the active traffic conditions in the proposed plan by the City of Novi.



We will continue to advocate for and support the businesses throughout the construction season.

MEMORANDUM



TO: VICTOR CARDENAS, INTERIM CITY MANAGER
FROM: JOSH BUSCHER, MULTIMEDIA PRODUCTION SPECIALIST
SUBJECT: BEST SMALL CITIES FOR SMALL BUSINESSES 2023 REPORT
DATE: MAY 3, 2023

Mayor and Council –

FYI, a nice designation to receive.

- Victor

Last week Novi was named the **#9 Best Small City to Start a Small Business in the country** in a report from VerizonSpecials.com. The following is a list of the criteria used to generate our ranking.

- **Population:** According to the US Census, a city's population must fall between 50,000 to 75,000 people to be considered a "small city."
- **Percent of Residents with at Least a Bachelor's Degree (15%):** Percentage of the population over 25 years old who have received a bachelor's degree or higher from an accredited university or college. This information came from the 2021 American Community Survey 5-Year Estimate.
- **Travel Time to Work/Commute (15%):** According to the 2021 American Community Survey 5-Year Estimate, this includes the average total travel time it takes working individuals 16 years and older (who do not work at home) to reach work from their residences every day.
- **Income Per Capita (15%):** Based on data from the 2021 American Community Survey 5-Year Estimate, they used a per median capita income to measure labor costs. In the case of small businesses, the lower the per capita income, the better (the lower the score, the lower the operating costs).
- **Broadband Access Score (10%):** Information was taken from the 2021 American Community Survey. They looked at the percentage of homes in a city with access to broadband internet as a proxy for good internet coverage.
 - **NOVI scored the highest of any city in the ranking, with 98% of homes having access to broadband.**
- **Loans Per Business (20%):** They gathered data from the SBA Paycheck Protection Program to find this out. From there, they determined the average loan amount by state.
- **Tax Score (25%):** Lower taxes typically provide a better environment to establish a new business. To determine each city's tax score, they pulled information from the 2022 State Business Tax Climate.

Novi scored 68 out of a possible 100. Cheyenne, WY lead the way at #1 with a score of 86. There were no other cities in Michigan on the list in the top 50. It's always gratifying to see our city leading the way with a positive image of our lifestyle and business viability. That is what makes Novi so attractive as a place to live and work.

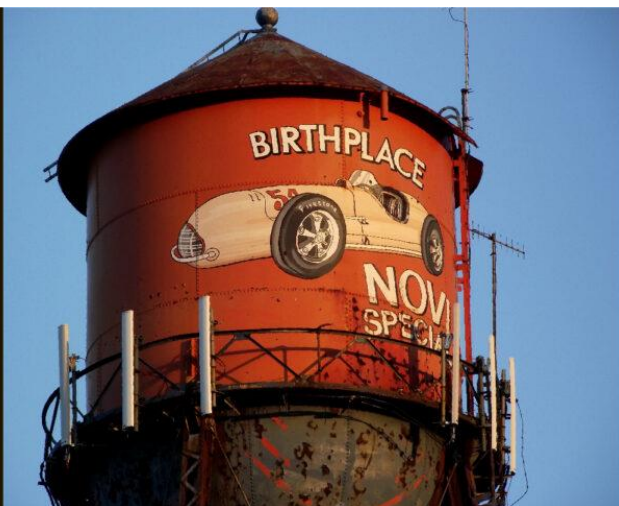
Please join us in celebrating this feat and be proud of the continual work we do as a city to provide opportunities for small businesses to thrive in our city. Novi is a great place to live the American Dream and start your own small business. You can view the report in the link below.

<https://www.verizonspecials.com/resources/the-best-small-cities-to-start-a-small-business/>

9

Novi, MI

98% of homes in Novi have broadband access, the highest percentage in our ranking.



MEMORANDUM



TO: VICTOR CARDENAS, INTERIM CITY MANAGER
FROM: CHARLES BOULARD, COMMUNITY DEVELOPMENT DIR.
SUBJECT: TURO AUTO RENTALS IN RESIDENTIAL NEIGHBORHOOD
DATE: APRIL 2, 2023

Mayor and Council –

Update for a Code Compliance matter in Village Oaks. Staff continues to prepare for a recommendation to ORC for consideration.

- Victor

Background:

The Code Compliance staff recently received complaints regarding the use of one or more single-family homes in the Village Oaks neighborhood on Cranbrook and Oak Tree for storage, staging, and delivery of online vehicle rentals. Follow-up with the complainant(s) and investigation revealed the presence of a number of vehicles parked at or near the homes with rental availability through Turo, an online vehicle rental app. Subsequent conversations with the property/vehicle owner confirmed that this activity was taking place. The issues were exacerbated by a number of vehicles owned and operated by legitimate occupants of the residences.

Progress to date:

Code Compliance staff notified the owner that the activity was counter to several portions of the Home Occupations section of the City of Novi Zoning Ordinance, specifically sections:

4.4 Home Occupations

2. The home occupation is conducted wholly within the main building by the residents thereof.
3. There is not involved the keeping of a stock in trade and no article shall be sold or offered for sale from the home. Articles made in the home by the inhabitants thereof, may be delivered by the resident to markets off premises.
4. Home occupations shall not be carried on to an extent so as to require parking in excess of that required for the residential structure in which it is located.
5. Any home occupation that creates objectionable noise, fumes, odor, dust, electrical interference or more than normal residential traffic shall be prohibited.

The resident initially appeared to have taken steps to ameliorate the issues by making transactions offsite and relocating some vehicles. This response was insufficient to eliminate the violations and resulted in further notice and an agreement to completely cease the unauthorized auto rental home occupation.

As of the end of last week, an officer has walked the properties with the owner, recorded the registrations of all vehicles onsite, and verified that all remaining vehicles are registered to occupants of the residences. Removal of the vehicles from Turo and major competing applications was also confirmed.

Ongoing Verification:

Code Compliance staff will continue to monitor the online market for a reoccurrence of the listings as well as monitor the vehicles parked on or near the properties. As noted above, there are several licensed drivers that reside in both properties, and it should be expected that even without the rental business, there are likely to be multiple vehicles parked at or near the residences. Other concerns, such as drivers exceeding the paved limits of a curb approach when backing out are not violations.

Code Compliance staff will separately attempt to resolve the ongoing drainage dispute between the neighboring property owners.

Please let me know if I can provide any additional information.

The screenshot displays the Turo website interface for car rentals in Detroit, MI. The search parameters are set for the dates 05/06/2023 to 05/09/2023, with a pickup time of 10:00 AM. The results show six car listings, each with a photo, model, year, rating, and price. A map on the right side of the page shows the location of the properties in Detroit, MI.

Vehicle	Year	Rating	Trips	Host	Price/day	Total Price
Chevrolet Sonic	2016	5.0	11	All-Star Host	\$30/day	\$330 est. total
Chevrolet Equinox	2019	5.0	11	All-Star Host	\$54/day	\$594 est. total
Jeep Grand Cherokee L	2023	5.0	7	All-Star Host	\$92/day	\$644 est. total
Chevrolet Trailblazer	2022	5.0	39	All-Star Host	\$63/day	\$2457 est. total
Cadillac XT5	2019	5.0	51	All-Star Host	\$65/day	\$3315 est. total
Ford Escape	2019	5.0	9	All-Star Host	\$52/day	\$468 est. total



Staff have confirmed that none of these vehicles are currently available for "rent" on the Turo site.

From: Danielle Beard <dbeard@migreencommunities.com>
Sent: Wednesday, May 3, 2023 2:04 PM
Cc: Sarah Lee <sarle@umich.edu>
Subject: Congratulations on Reaching Gold! Press Kit Enclosed

Mayor and Council –

More good news to share, the City again has received Gold status by Michigan Green Communities.

- Victor

Good afternoon,

Congratulations on reaching GOLD in the MGC Challenge! In this email, you will find a template press release and Gold MGC Challenge seals that you can use to promote your success.

The MGC program will be putting out a press release by Wednesday, May 10, announcing this year's Challenge participants. You may send out a press release at any point. If you put out a press release around the same time that the MGC program does, you may get some more traction from the press. Feel free to customize the press release to meet your needs and highlight any actions you've taken or the metrics that you reported on.

You can expect a personal email from me by the end of the week with personalized social media graphics for your community and your MGC Challenge report that will show your responses to the action items and the metrics.

Catalyst Leadership Circle (CLC) – Next Convening May 22

Because you reached gold, you now have access to the Catalyst Leadership Circle (if you aren't already participating). This cohort is managed by Sarah Lee at the Graham Sustainability Institute at U of M. Sarah is copied in this email and you can expect an invite from her to the upcoming May 22 CLC convening. A brief description of the CLC is below.

In partnership with MGC and funded by EGLE, the Catalyst Leadership Circle provides a regular forum for Silver and Gold MGC communities to convene, peer network, and share resources on advanced sustainability topics. Meeting every other month, mostly virtually, the Circle's agenda items are driven by the group's interests. External experts, EGLE representatives, and resource connections help CLC communities find and sort opportunities, funding, and tools. By participating in the CLC, communities can also expand their office capacity and work with a graduate-level scholar during the [CLC Fellowship](#). This summer program matches communities with students, attending institutions across the state, and a technical advisor to complete an advanced sustainability project. Other communities across Michigan can use the fellowships' end deliverables to reproduce results in their jurisdictions. Last year, Fellows completed nine projects spanning topics from deconstruction ordinances to impervious surface mapping to resident communication strategies. The University of Michigan's Graham Sustainability Institute website has [full project descriptions](#).

A CLC community participant had this to say in an anonymous survey: "This experience was an excellent way to support a project that our city did not previously have the capacity to explore. The deliverables were professional and a great opportunity to present research-based solutions to City leadership."

Congratulations again! If you have any questions, please feel free to reach out to me using the contact information below.

Warm regards,

Danielle Beard

Michigan Green Communities Coordinator

She/Her/Hers

Ph: 517-908-0308 | Fax: 517-372-7476

1675 Green Road Ann Arbor, MI 48105

www.migreencommunities.com

www.mml.org



Want to discuss MGC? [Click here to book time on my calendar!](#)



MEMORANDUM



TO: VICTOR CARDENAS, INTERIM CITY MANAGER
FROM: CARL A. JOHNSON, JR., CFO
TINA GLENN, ASSISTANT CITY TREASURER
CC: CORTNEY HANSON, CITY CLERK
SUBJECT: QUARTERLY INVESTMENT REPORT – MARCH 31, 2023
DATE: MAY 3, 2023

Attached to this memo is the investment report for the City of Novi as of March 31, 2023. This memo outlines the investment factors and trends that were playing a role in our investment decisions for the second quarter of the fiscal year.

Nationally

According to the minutes of the Federal Open Market Committee (FOMC) meetings held on March 21-22, 2023, "The information available at the time of the March 21-22 meeting indicated that labor market conditions remained tight in January and February, with robust job gains and the unemployment rate near a historical low. Consumer price inflation – as measured by the 12-month percent change in the price index for personal consumption expenditures (PCE) – was still elevated in January. Real gross domestic product (GDP) appeared to be expanding at a modest pace in the first quarter. Although financial market data had shown reactions to developments in the banking sector late in the intermeeting period, there were essentially no economic data available that covered this period."¹

According to the Bureau of Labor Statistics News Release, "Total nonfarm payroll employment rose by 236,000 in March, and the unemployment rate changed little at 3.5 percent, the U.S. Bureau of Labor Statistics reported today. Employment continued to trend up in leisure and hospitality government, professional and business services, and health care."²

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

Risk

¹ <https://www.federalreserve.gov/monetarypolicy/files/fomcminutes20230322.pdf>

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

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

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

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

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

Investment Report

Attached is a summary listing of investments by issuer that the City held on March 31, 2023 (excluding Retiree Healthcare and Pension Investments that are not subject to Public Act 20 Investment Limitations). The listing includes the market value, type of investment, days to maturity, interest rate (yield) and amount of investment (book value). The book and market value for the Fifth Third checking account represents the bank balance on March 31, 2023, and does not include any month end reconciling items.

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

are in accordance with the City's Investment Policy and State statutes and meet the City's investment objectives including; Safety of Capital, Liquidity, and lastly Return on Investment. The issue of non-compliance with the MERS Retiree Health Care Account is currently being addressed and remedies are being considered.



City of Novi Quarterly Investment Report March 31, 2023

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

PERFORMANCE VALUES

TRR-MV	Total Rate of Return - Market Value	1.480%
Annualized TRR-MV	Annualized Total Rate of Return - Market Value	6.050%
YTM@Cost	Yield to Maturity @ Cost	3.075%

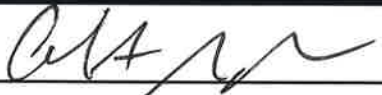
BENCHMARKS

Treasury 6 Month 4.990%
Treasury 1 Year 4.680%

FISCAL YEAR TO DATE

Investment Income 1,742,841
TRR-MV 1.480%

Security Sector	Face Amount/Shares	Market Value	Book Value	% of Portfolio	YTM @ Cost	Days To Maturity
Cash	1,904,351.78	1,904,351.78	1,904,351.78	1.76	0.00	1
Certificate Of Deposit	12,530,682.33	12,184,368.19	12,489,515.75	11.53	2.86	868
Corporate	13,965,000.00	13,771,850.18	13,780,468.32	12.73	4.78	96
Local Government Investment Pool	13,229,605.05	13,229,605.05	13,229,605.05	12.22	4.85	1
Money Market	8,133,077.73	8,133,077.73	8,133,077.73	7.51	4.85	1
Municipal	33,650,000.00	32,317,516.70	34,207,785.40	31.59	2.29	1,257
US Agency	24,695,000.00	23,303,872.76	24,548,129.47	22.67	1.98	828
Total / Average	108,107,716.89	104,844,642.39	108,292,933.50	100.00	3.07	697



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

5/3/23

Date



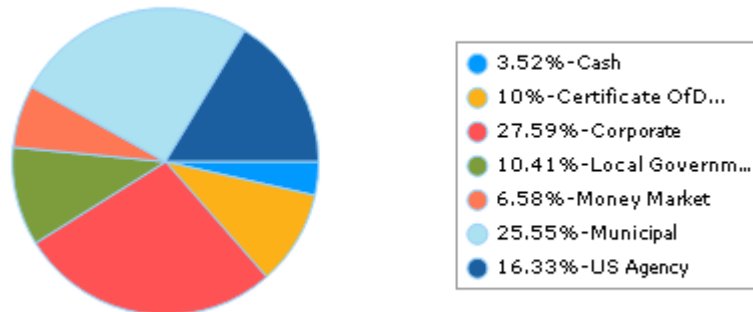
City of Novi **Distribution by Security Sector - Market Value** **All Portfolios**

Begin Date: 12/31/2022, End Date: 3/31/2023

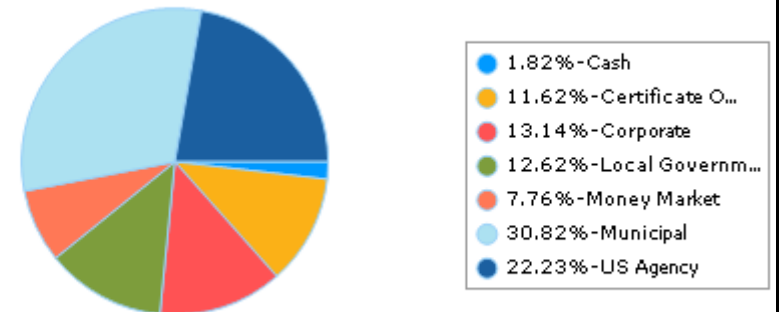
Security Sector Allocation

Security Sector	Market Value 12/31/2022	% of Portfolio 12/31/2022	Market Value 3/31/2023	% of Portfolio 3/31/2023
Cash	4,300,960.92	3.52	1,904,351.78	1.82
Certificate Of Deposit	12,214,094.63	10.00	12,184,368.19	11.62
Corporate	33,694,756.02	27.59	13,771,850.18	13.14
Local Government Investment Pool	12,716,692.31	10.41	13,229,605.05	12.62
Money Market	8,040,369.98	6.58	8,133,077.73	7.76
Municipal	31,200,024.55	25.55	32,317,516.70	30.82
US Agency	19,944,609.35	16.33	23,303,872.76	22.23
Total / Average	122,111,507.76	100.00	104,844,642.39	100.00

Portfolio Holdings as of 12/31/2022



Portfolio Holdings as of 3/31/2023





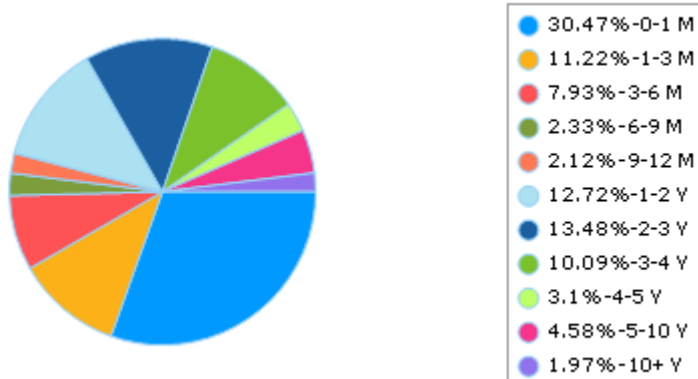
City of Novi **Distribution by Maturity Range - Market Value** **All Portfolios**

Begin Date: 12/31/2022, End Date: 3/31/2023

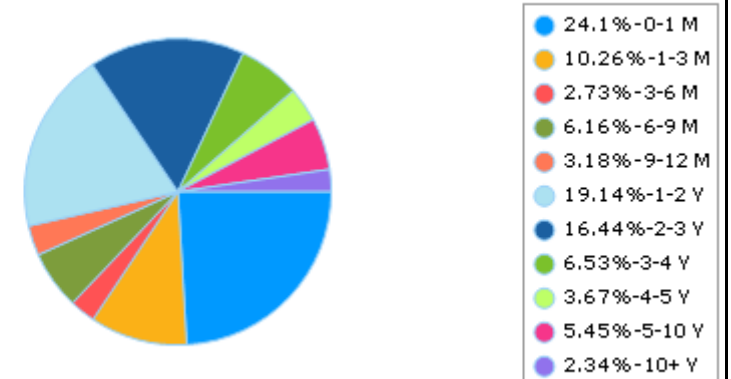
Maturity Range Allocation

Maturity Range	Market Value 12/31/2022	% of Portfolio 12/31/2022	Market Value 3/31/2023	% of Portfolio 3/31/2023
0-1 Month	37,208,493.26	30.47	25,263,884.87	24.10
1-3 Months	13,700,615.01	11.22	10,756,602.83	10.26
3-6 Months	9,685,133.95	7.93	2,863,885.41	2.73
6-9 Months	2,841,914.91	2.33	6,459,371.01	6.16
9-12 Months	2,585,448.45	2.12	3,337,186.88	3.18
1-2 Years	15,531,898.13	12.72	20,065,009.58	19.14
2-3 Years	16,456,387.55	13.48	17,237,705.65	16.44
3-4 Years	12,316,993.30	10.09	6,844,264.86	6.53
4-5 Years	3,789,180.50	3.10	3,844,541.50	3.67
5-10 Years	5,589,824.70	4.58	5,714,534.60	5.45
10+ Years	2,405,618.00	1.97	2,457,655.20	2.34
Total / Average	122,111,507.76	100.00	104,844,642.39	100.00

Portfolio Holdings as of 12/31/2022



Portfolio Holdings as of 3/31/2023



City of Novi
Portfolio Holdings
Investment Portfolio - by Issuer, Summary
As of 3/31/2023

Description	YTM @ Cost	Book Value	Market Value	Days To Maturity	Accrued Interest	% of Portfolio
Allen Park Municipal Bond	3.198	445,084.83	440,163.85	216	5,999.80	0.41
Allendale MI Pub Sch Dist Unltd tax go ref bonds	1.757	1,030,652.88	836,120.00	3,137	8,958.33	0.93
Alpine Sec LL Commercial Paper	5.330	986,562.26	986,631.11	94	0.00	0.93
Astera Credit Union Certificate of Deposit	4.950	950,000.00	948,527.50	445	13,141.23	0.88
BASF SE Commercial Paper	5.350	965,127.77	966,043.37	244	0.00	0.93
Capital One NA	3.354	2,800,000.00	2,664,624.00	1,261	10,804.92	2.59
CDP Financial IN	4.280	991,128.23	989,241.43	77	0.00	0.93
Center Line Public Schools	3.589	165,630.46	163,988.55	397	2,750.00	0.15
Charter Township of Commerce Municipal Bond	2.630	290,000.00	281,853.90	550	3,813.50	0.27
Chippewa Valley Michigan Schools Municipal Bond	2.237	1,000,000.00	925,380.00	1,492	9,320.83	0.93
City of Ishpeming MI Municipal Bond	1.800	308,803.02	262,897.80	2,223	2,567.08	0.28
Crown Point Capital Commercial Paper	3.800	995,985.87	994,659.18	39	0.00	0.93
Enbridge US IN Commercial Paper	4.000	1,997,517.94	1,996,850.31	12	0.00	1.85
Federal Farm Credit Bank	1.220	2,203,367.35	2,061,091.05	865	2,026.03	2.07
Federal Home Loan Bank	2.154	19,881,787.70	18,926,231.71	829	63,451.80	18.46
FHLMC	1.419	1,471,728.78	1,383,000.00	865	1,225.00	1.39
Fifth Third	0.000	1,904,328.53	1,904,328.53	1	0.00	1.76
FNMA	1.057	991,245.64	933,550.00	670	981.67	0.93
Hartland Mich Cons Sch	1.811	950,000.00	942,130.00	108	7,167.92	0.88
Holland Mich Taxable Go Ltd Tax Bds Ser	2.910	175,000.00	173,869.50	123	848.75	0.16
Holly Mich Area School Dist	2.660	1,760,000.00	1,710,561.40	543	19,504.16	1.63
Homer Cmnty SD	2.400	831,745.19	774,818.55	1,492	13,083.33	0.73
Huntington National Bank	4.854	8,133,077.73	8,133,077.73	1	0.00	7.52
Jackson CNTY MI Transprt'n Fund Bond	2.455	260,971.31	225,040.80	2,802	2,983.20	0.22
Ken Mi Hosp Fin Auth	1.447	2,894,596.29	2,757,257.80	688	13,952.29	2.65
Kent MI Hosp Fin Auth Revenue	1.936	105,153.96	90,059.00	2,298	595.54	0.09
Lake Michigan MI CLG DIST	3.158	107,782.32	100,582.00	4,172	333.33	0.09
Lansing Mich Bldg Autho Go Ref Bds	5.516	74,593.34	74,403.90	62	25,983.77	0.07
Lexington Parker Capital Commercial Paper	5.350	990,308.33	990,778.35	66	0.00	0.93
Lincoln Cons Sch Dt	1.988	699,028.77	697,606.00	31	962.50	0.65
Livonia MI Public Sch	0.642	700,000.00	682,764.50	227	1,872.81	0.65
Macomb Cnty MI	2.739	1,420,892.79	1,291,927.00	2,772	22,349.17	1.20
Macomb Cnty-Ref	0.592	185,000.00	176,772.05	413	456.11	0.17
Michigan Class	4.852	13,227,251.14	13,227,251.14	1	0.00	12.24
Michigan Fin Auth	1.421	4,372,478.97	4,119,044.25	793	18,287.03	4.01
Michigan Finance Authority	5.000	1,221,075.01	1,213,784.45	793	6,469.80	1.22
Michigan St Bldg Auth	2.320	911,871.32	899,612.80	198	2,765.93	0.85
Michigan St Fin Auth	1.978	2,164,249.99	2,025,989.00	885	10,595.67	1.94
Michigan St Hsg Dev Auth	2.340	96,931.58	88,073.10	3,167	1,005.00	0.08
Michigan St Strategic	1.538	598,775.61	571,089.75	520	401.82	0.56
Michigan State University Federal Credit Union	2.622	7,067,705.58	7,067,705.58	660	430,096.80	6.54

Description	YTM @ Cost	Book Value	Market Value	Days To Maturity	Accrued Interest	% of Portfolio
Morgan Stanley Bank	1.846	1,671,833.42	1,503,534.36	1,329	6,194.96	1.58
Mountcliff Funding LL	4.493	2,975,122.47	2,971,496.42	68	0.00	2.78
New Haven Community School	2.486	1,750,000.00	1,693,282.50	553	18,125.00	1.62
Oakland County	3.001	2,353.91	2,353.91	1	0.00	0.00
Oakland Univ Muni Bond	4.192	200,735.63	185,542.20	8,736	750.00	0.17
Oxford Cmnty Schs	2.000	200,182.39	192,094.00	581	1,716.67	0.19
Parchment SD	2.755	1,310,000.00	1,285,596.50	408	15,035.42	1.21
Rogers Communication Commercial Paper	5.439	1,973,844.45	1,973,020.00	88	0.00	1.85
Royal Oak Hosp Fin	3.553	1,139,203.16	1,083,055.00	2,918	4,416.67	0.98
Salvation Army Commercial Paper	5.280	1,904,871.00	1,903,130.01	216	0.00	1.82
State of Michigan	2.929	4,153,553.27	3,762,400.00	2,785	53,644.44	3.70
Univ of Michigan	1.000	203,734.96	195,998.00	367	2,883.00	0.19
Wayne MI ST UNiV	2.601	112,306.96	107,006.00	2,056	1,888.89	0.09
Wayne St Univ-A-TXBL	0.700	858,485.94	804,202.00	595	4,245.09	0.79
Western Michigan University	2.410	609,265.45	608,772.00	229	11,333.33	0.56
Ypsilanti MI	3.054	900,000.00	873,778.55	971	11,452.08	0.83
Total / Average	3.075	108,292,933.50	104,844,642.39	685	836,440.67	100

City of Novi
Date To Date
Investment Income - Market Value
Begin Date: 12/31/2022, End Date: 3/31/2023

Description	Interest Earned During Period-MV	Unrealized Gain/Loss-MV	Realized Gain/Loss-MV	Investment Income-MV	TRR-MV	Annualized TRR-MV
Cash	13.25	0.00	0.00	13.25	0.00	0.00
Certificate Of Deposit	132,238.01	-29,726.44	0.00	102,511.57	0.81	3.29
Corporate	0.00	112,880.26	158,476.74	271,357.00	1.20	4.89
Local Government Investment Pool	212,921.90	0.00	0.00	212,921.90	1.23	5.02
Money Market	92,692.80	0.00	0.00	92,692.80	1.15	4.69
Municipal	219,858.00	404,450.25	-1,045.00	623,263.25	1.95	8.02
US Agency	76,722.92	363,358.41	0.00	440,081.33	2.05	8.47
Total / Average	734,446.88	850,962.48	157,431.74	1,742,841.10	1.48	6.05

MEMORANDUM



TO: JEFFREY MUCK, DIRECTOR OF PRCS
CC: TRACIE RINGLE, DEPUTY DIRECTOR OF PRCS
FROM: GREG MORRIS, RECREATION SUPERVISOR
CHASE ROOT, RECREATION SUPERVISOR
SUBJECT: ITC COMMUNITY SPORTS PARK MASTER PLAN
SURVEY RESULTS UPDATE
DATE: MAY 3, 2023

Mayor and Council –

Please see an update on the ITC Community Sports Park Master Planning Process. **Council will be presented with options in August.**

- Victor

The City's selected consultant, Spicer Group, began the information gathering phase for the ITC Community Sports Park Master Plan by holding stakeholder meetings on February 1. Attendees included representatives from tennis, pickleball, Michigan Jaguars FC, RCX Sports, OAS Advisory Board, Novi Parks Foundation, Novi Youth Baseball League, Michigan Generals Softball, and Detroit Cricket League. Following the stakeholder meetings, an open house was held on February 13 to launch the online community input survey. The survey was posted from February 13 through March 13.

A total of 865 surveys were completed, as well as an additional 202 surveys were partially completed. Novi residents represented 70% of the respondents. The most respondents were ages 40-49 (37%), followed by ages 30-39 (24%) and ages 50-59 (17%). An overview of the results include:

- The most popular activities respondents currently participate in at the park are the playground (48%), ITC Trail (46%), tennis (34%), soccer (21%), and pickleball (18%).
- The most requested additional amenities for the park were lighting (43%), restrooms (41%), trailhead (35%), tennis courts (31%), play structure (29%), and pickleball (25%).
- Respondents preferred food trucks (57%) for large events, followed by concessions (40%) and vending machines (20%).
- The most common write-in responses for changes they would like to see at the park included lighting, more tennis/pickleball courts, bathrooms year-round, more shaded areas, improved soccer fields, and paved parking.
- A slide deck is attached with further survey result details.

Next steps for the project; Spicer Group has scheduled a site meeting on May 10 with local irrigation and fencing contractors, as well as City staff, to discuss current conditions and potentially reusable materials. Spicer Group will utilize the data and feedback to create multiple conceptual plans to present to the PRCS Commission in July. The project is on schedule for Spicer Group to present to City Council for input and future direction in August.

ITC Community Sports Park Master Plan

Survey Results



Information Gathering



Stakeholder Meetings on Wed, Feb 1

▪ Attendees

- Tennis & Pickleball
- MI Jaguars FC & RCX Sports
- OAS Advisory Board & Novi Parks Foundation
- Novi Youth Baseball League, Michigan Generals, Detroit Cricket League



▪ Input Received

- Racket Sports Complex: tennis, pickleball, hitting wall, bathrooms
 - Style of construction would include raised walkway (min. 8 courts each)
 - Would also intend to host tournaments
- Soccer fields cannot host high-level games due to field conditions
 - MI Jags offer to financially assist with constructing two turf fields with lights
 - Rather have two turf fields and no other soccer, than what is there now
- Plan should include improved parking (paving & adjusting layout)



Information Gathering

Open House on Mon, Feb 13

- Launched the online survey
- About 30 people came to the open house
- Majority of attendees commented on tennis and pickleball
- Thank you to all those who attended



ITC Community Sports Park
MASTER PLAN

**ITC Community Sports Park
Master Plan
OPEN HOUSE**

Monday, February 13, 6-8pm
Novi Civic Center
45175 W Ten Mile Rd

We need to hear from you!

Located at the corner of Eight Mile and Napier Roads, ITC Community Sports Park is one of Novi's premier recreation destinations and we are seeking input on potential future enhancements.

Stop by to ask questions and give your input on park development.



Not able to attend? The survey will be available online beginning February 13.

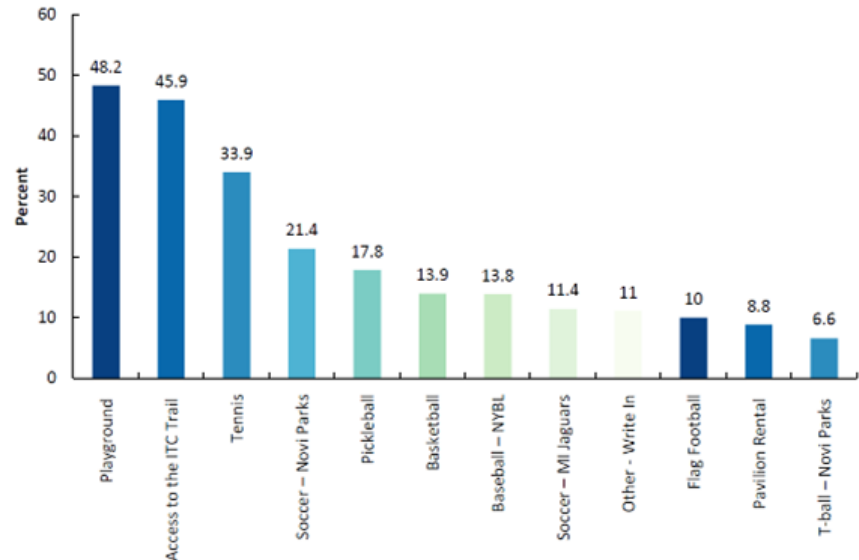
Information Gathering: Community Survey

- **Timeline: Feb 13-Mar 13**
- **Marketing & Promotion**
 - Launched at the Open House
 - Social media & posted on cityofnovi.org
 - Email blasts
 - Posters in park kiosks, Novi Civic Center, & Lakeshore Park Building
- **Demographics of those that took the survey**
 - Total completed surveys: 865
 - 70% are Novi residents
 - Ages 40-49 (37%), Ages 30-39 (24%), Ages 50-59 (17%)

Overview of Survey Results

- Activities respondents participate in at ITC

- Playground: 48%
- ITC Trail: 46%
- Tennis: 34%
- Soccer (Novi Parks): 21%
- Pickleball: 18%
- All others are under 14%



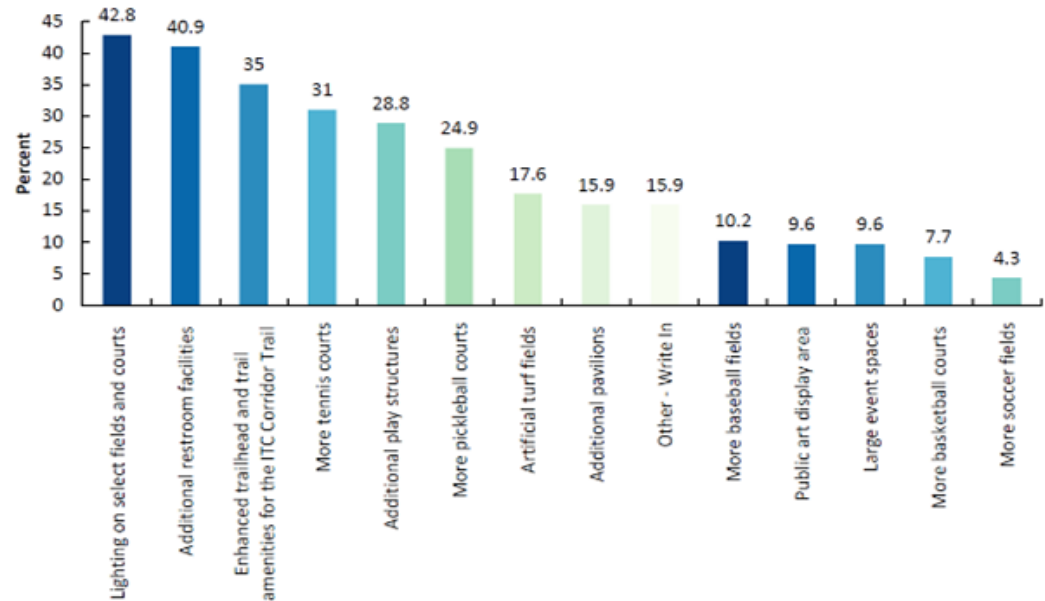
- Rating the master plan goals (very important or important)

1. Improve existing amenities for sport-related activities: 90%
2. Improve pathways and accessibility park-wide: 73%
3. Increase available seating/shaded areas for passive use: 68%
4. Improve amenities for social gatherings: 62%
5. Maintain existing park layout: 44%

Overview of Survey Results

- Most requested additional amenities

- Lighting: 43%
- Restrooms: 41%
- Trailhead: 35%
- Tennis Courts: 31%
- Play Structure: 29%
- Pickleball: 25%



Overview of Survey Results

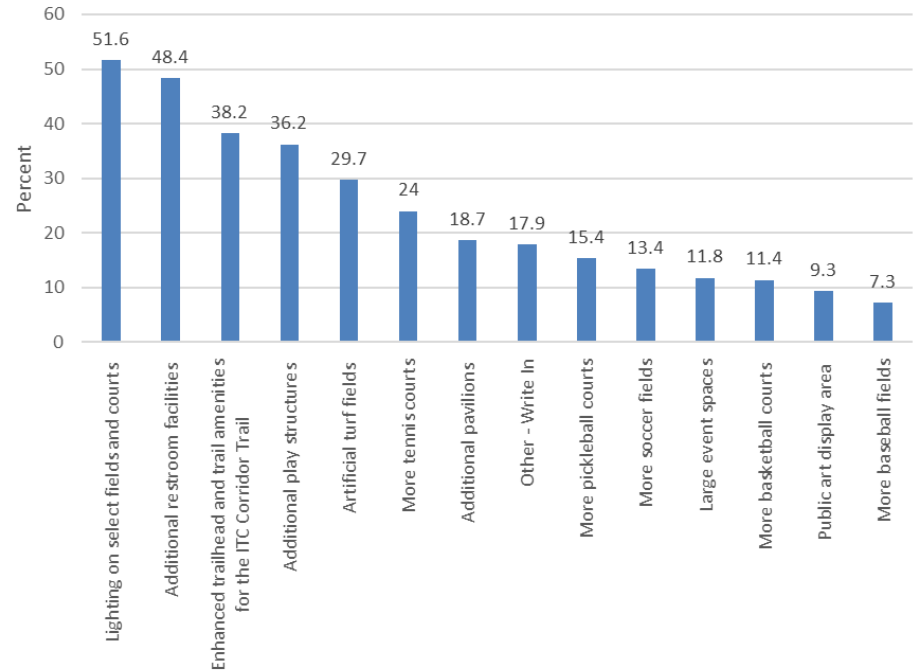
- Preference for food/drink availability
 - Food Truck: 57%
 - Concessions: 40%
 - Vending Machines: 20%
 - ***Dooley Dog Day hotdogs: 100%***
- Prefer additional programs for:
 - Youth: 69%
 - Adult: 50%
 - Senior: 23%
- Feelings about vehicle parking
 - Satisfies needs most of the time: 44%
 - Prefer parking to be paved: 34%
 - It's difficult to find parking: 23%



Survey Results Filtered by Activity

Soccer

- Lights on select fields/courts: 52%
- Additional restrooms: 48%
- Enhanced trailhead/amenities: 38%
- Additional play structures: 36%
- Artificial turf fields: 30%
- More tennis courts 24%



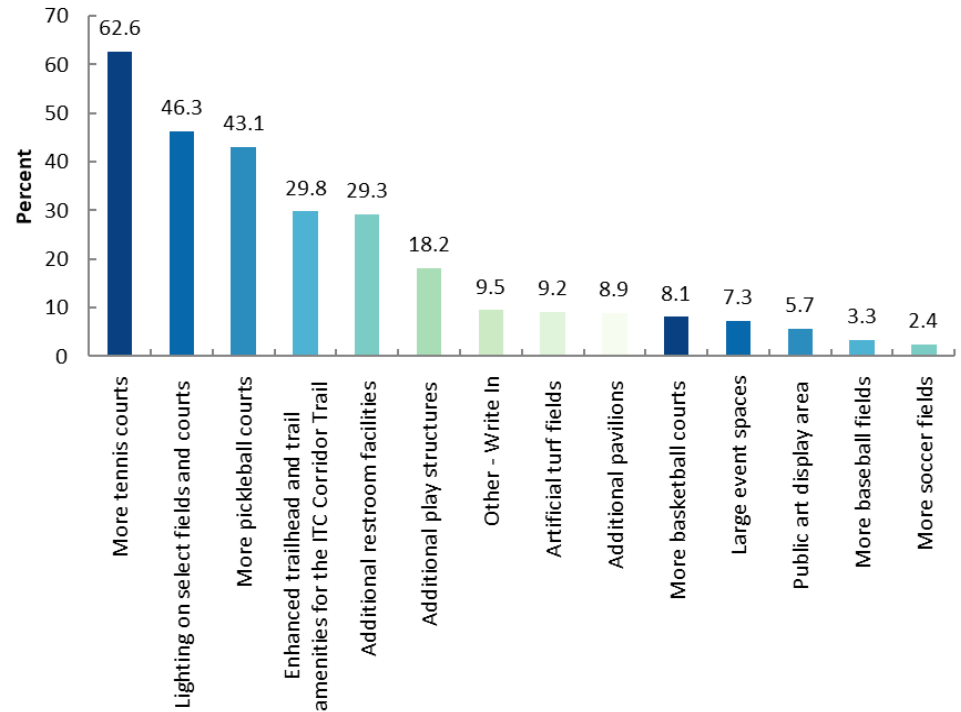
Other Key Findings:

- Soccer participants represented 28% of the 865 completed surveys
- This user category wants future programming in the following areas:
Youth (69%), Adult (50%), Senior (23%) and No Additional Programs (7%)

Survey Results Filtered by Activity

Tennis and/or Pickleball

- More tennis courts: 63%
- Lights on select fields/courts: 46 %
- More pickleball courts: 43%
- Enhanced trailhead/amenities: 30%
- Additional restrooms: 29%
- Additional play structures: 18%



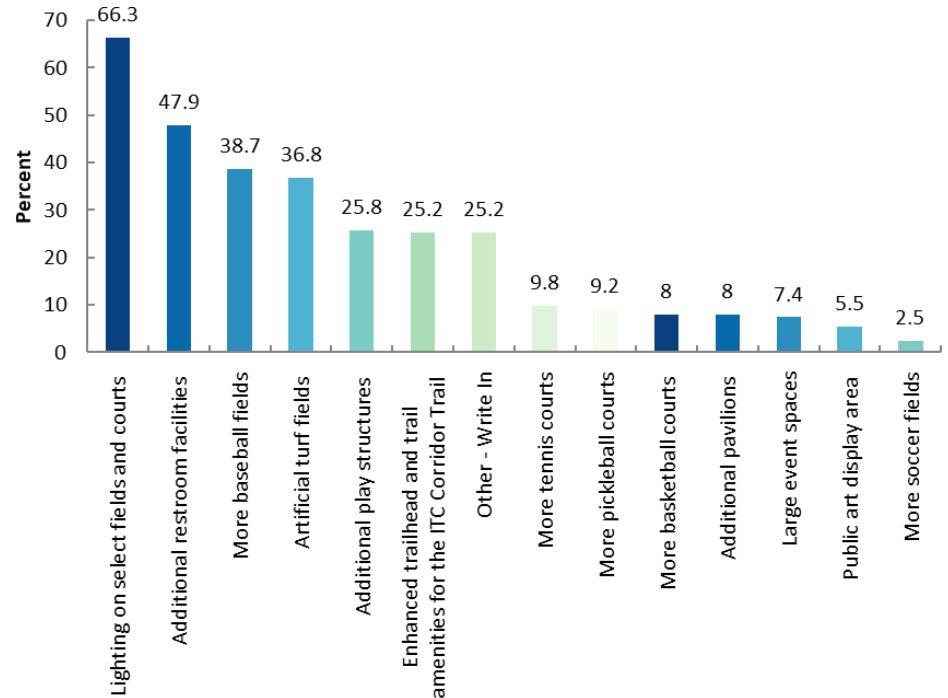
Other Key Findings:

- Tennis and/or Pickleball participants represented 42% of the 865 completed surveys
- This user category wants future programming in the following areas:
Youth (63%), Adult (57%), Senior (27%) and No Additional Programs (6%)

Survey Results Filtered by Activity

Baseball and/or T-ball

- Lights on select fields/courts: 66 %
- Additional restrooms: 48%
- More baseball fields: 39%
- Artificial Turf Fields: 37%
- Additional play structures: 26%



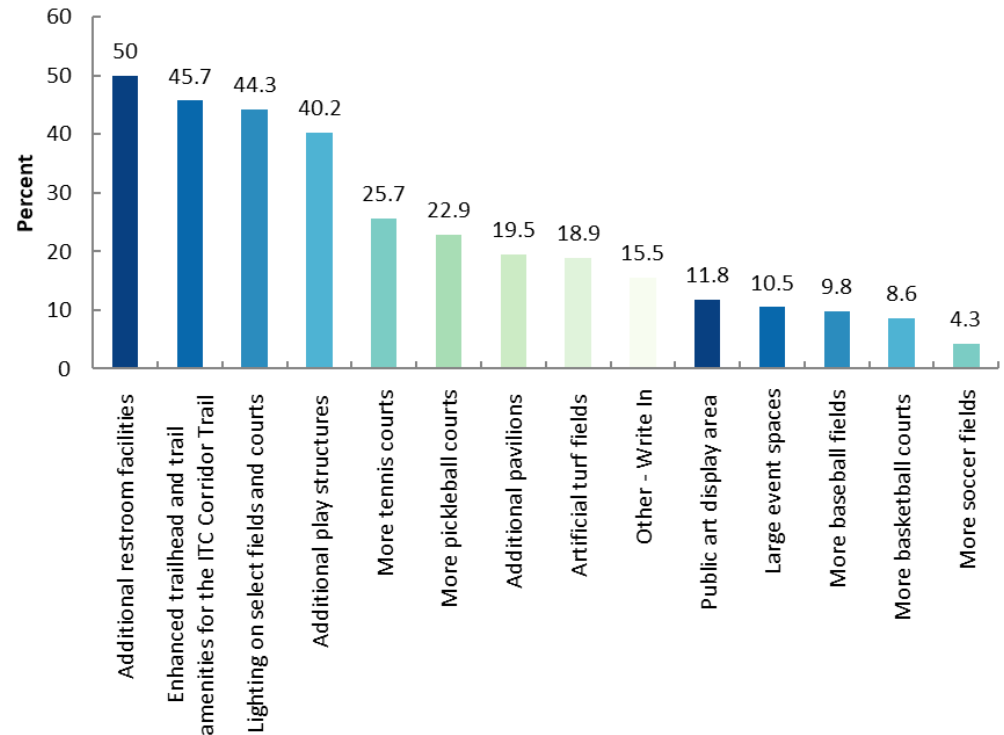
Other Key Findings:

- Baseball and/or T-Ball participants represented 19% of the 865 completed surveys
- This user category wants future programming in the following areas:
Youth (63%), Adult (57%), Senior (27%) and No Additional Programs (6%)

Survey Results Filtered by Activity

Trails and/or Playgrounds

- Additional restrooms: 50%
- Enhanced trailhead/amenities: 46%
- Lights on select fields/courts: 44%
- Additional play structures: 40%
- More tennis courts: 26%



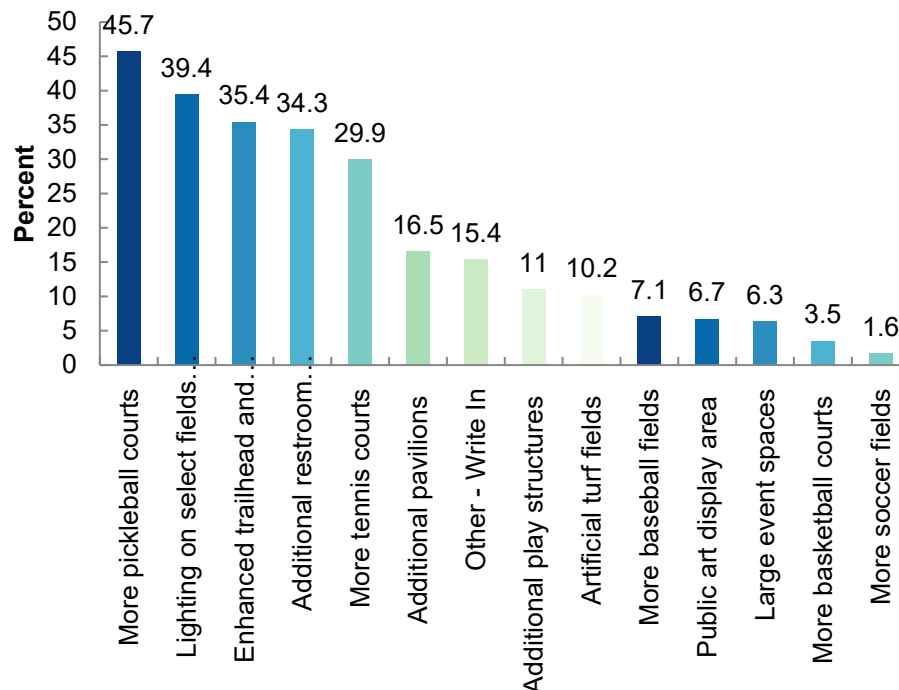
Other Key Findings:

- Trails and/or Playgrounds represented 64% of the 865 completed surveys
- This user category wants future programming in the following areas:
Youth (72%), Adult (50%), Senior (21%) and No Additional Programs (7%)

Survey Results Filtered by Activity

Older Adults (50+)

- More Pickleball Courts: 46%
- Lights on select fields/courts: 39%
- Enhanced trailhead/amenities: 35%
- Additional restroom facilities: 34%
- More tennis courts: 30%



Other Key Findings:

- Older Adults (50+) represented 30% of the 865 completed surveys
- This user category wants future programming in the following areas:
Adult (54%), Senior (49%), Youth (39%) and No Additional Programs (8%)

Next Steps

- Provide feedback from PRCS Commission to Spicer Group after April 19 meeting
- Spicer site visit on Wednesday, May 10 with irrigation and fencing contractors
- Presentation of conceptual plans to PRCS Commission in July
- Present to City Council for input and future direction in August



Questions?





Novi Civic Dance

Spring Recital 2023

Novi Parks, Recreation and Cultural Services partners with Allonge Dance Works to offer recreational dance classes for the Novi Community. The winter session concluded with a dance recital on April 29 at The Berman Center for the Performing Arts in West Bloomfield. This new venue was a treat for our dancers and able to accommodate the number of dancers and audience members as our dance program continues to grow.

Our morning performance showcased hip hop, jazz and ballet dances and had two special solo performances from dancers at Dancin' Feet. Our afternoon performances was Cinderella themed and showcased our ballet dancers.

This program met the Department's core values of excellence and inclusion by providing a high quality program to a diverse group of participants.



Spring Dance	Stats
Recital Dancers	157
# of Performances	2
Tickets Sold	516
Program Supervisor	M Lachance

The mission of the Parks, Recreation and Cultural Services Department is to provide exceptional park, recreation and cultural opportunities that are diverse and enhance lives.