



CITY OF NOVI
Administrative ePacket
April 20, 2023

Public Safety (Police/Fire)

[Live Burn Training - Duczynski](#)

Infrastructure (Roads/Water/Sewer)

[RCOC Road Project Press Releases](#)

[SMART Transit Update](#)

Economic Development (City Revenue/Job Growth)

Citizen-Focused Government (Shared Services/Customer Services)

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

Fiscally Responsible Government (Maintain)

[City Council Budget Session Recap, April 12, 2023 - Johnson](#)

Parks, Recreation & Cultural Services (Enhance Services)

[Park Automated External Defibrillators \(AED\) Update - Morris](#)

[2023 Eggstravaganza - Johns](#)

Capital Improvement Program

City Council Only or Confidential

MEMORANDUM

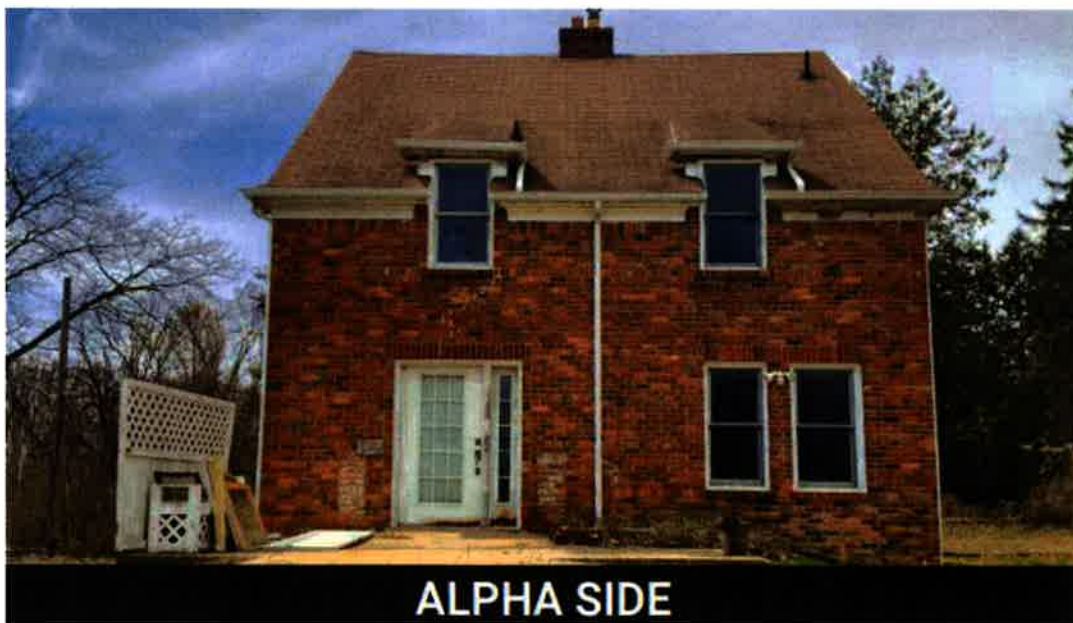


TO: JEFFERY JOHNSON, FIRE CHIEF
FROM: PHILIP DUCZYMINSKI, CAPTAIN/TRAINING OFFICER (P.D.)
SUBJECT: MAYBURY STATE PARK LIVE BURN TRAINING
DATE: 4/13/2023

On Thursday April 13, 2023, three Novi Fire Department members attended a multi-agency live burn fire training conducted by Northville Township Fire Department at Maybury State Park. The training included 36 members from surrounding fire departments, including Northville Township, Northville City, Detroit Metro Airport, Plymouth Twp, Ferndale, Van Buren Township, as well as others.

The goal of the training was to teach firefighters how to experience the relationship between fire behavior indicators, fire development, and the conditions that result in extreme fire behavior; then apply appropriate fire control measures to improve firefighter safety and fire control effectiveness. The training included six skill stations that all participants rotated through and then concluded with the final burn of the structure. This training event was an excellent opportunity for members of multiple agencies to train together and work at an inter-agency level.





ROAD COM **for OAKLAND COUNTY** **PRESS RELEASE**

Mayor and Council -

FYI, more construction coming our way from our friends at RCOC

- Novi Road, south of 12 Mile to Grand River
 - Napier Road, 8 Mile to 9 Mile
 - 8 Mile, Napier to Taft
- Victor

FOR IMMEDIATE RELEASE: April 18, 2023

Visit RCOC online at www.rcocweb.org



RCOC SIMPLE RESURFACING WORK ON MORE THAN 41 MILES OF ROADS EXPECTED TO START ON APRIL 19

Beverly Hills, MI – The Road Commission for Oakland County (RCOC) expects to begin its preservation overlay, or simple resurfacing, program tomorrow, April 19.

The first roads to be addressed are 9 Mile Road, Napier Road to Chubb Road in Lyon Township, and Napier Road, Eight Mile Road to Nine Mile Road on the Novi/Lyon Township border.

The nearly \$11.4 million commitment will resurface more than 41 miles of roads. The preservation overlay program involves simple resurfacing with two inches of asphalt on roads that are in fair condition. The program provides a smooth, new road surface and extends the life of the road by five to 10 years.

The preservation overlay projects typically involve minimal milling of the road surface (grinding off the surface of sections of bad pavement) and applying the new asphalt. They usually are completed over about two weeks and the paving work is weather-dependent. During the work, one lane of the road is closed, and flaggers direct traffic.

Motorists can expect delays during the work. The contractors for the 2023 projects are Cadillac Asphalt of Farmington Hills and Ace-Saginaw Paving of Saginaw.

All preservation overlay projects are expected to be completed by fall. Residents and businesses can expect minor delays at subdivision and driveway entrances during the milling and paving operations.

Work is weather-dependent, and the schedule is subject to change. For more information on the [Preservation Overlay](http://www.rcocweb.org/418/Preservation-Overlays) work and locations, visit <http://www.rcocweb.org/418/Preservation-Overlays>.

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Editor's Note: The complete preservation overlay project list is attached.

Simple Resurfacing Projects (also known as Preservation Overlays)

\$ 11.4 million

(program bid as single contract – 41.25 miles)

- Wixom Road, south of Old Wixom to north of I-96 in Wixom
- Drahner Road, Sanders to M-24 in Oxford Twp.
- Novi Road, south of Twelve Mile to Grand River in Novi
- Napier Road, Eight Mile to Nine Mile on the Novi/Lyon Twp. border
- Nine Mile Road, Chubb to Napier in Lyon Twp.
- Eight Mile Road, Napier to Taft, Novi, Northville and Northville Twp.
- Martin Parkway/Martin Road, Pontiac Trail to Richardson in Commerce Twp.
- Davisburg Road, Eaton to Bridge Lake in Springfield Twp.
- Orion Road, Rochester Road to Flint St. in Rochester Hills, Oakland Twp. and Orion Twp.
- Belford Road, Holly Road to end of the pavement in Holly Twp.
- East Holly Road, Maple to Rood in Holly Twp. and the Village of Holly
- Twelve Mile Road, Northwestern Highway to Inkster in Southfield
- Thirteen Mile Road, Inkster to Telegraph in the Village of Franklin
- Middlebelt Road, I-696 to Maple in Farmington Hills and West Bloomfield Twp.
- Lansdowne Road, Williams Lake to Hatchery in Waterford Twp.
- Fourteen Mile Road, Walled Lake Dr. to Haggerty Road in Walled Lake/Novi and Commerce Twp.
- Holcomb Road, Davisburg to Ellis in Springfield Twp.
- Gunn Road, Rochester east to the end of the pavement, Oakland Twp.

ROAD COMMISSION

for OAKLAND COUNTY

PRESS RELEASE PRESS RELEASE

FOR IMMEDIATE RELEASE: April 19, 2023

Visit RCOC online at www.rcocweb.org



NOVI ROAD, 9 MILE RD TO 10 MILE RD IN NOVI, WILL CLOSE TO THROUGH TRAFFIC FOR CULVERT WORK STARTING APRIL 24

Beverly Hills, MI — Starting approximately April 24 and lasting approximately 35 days, Novi Road will be closed to through traffic from 9 Mile Road to 10 Mile Road in Novi so three culverts under the road can be removed and replaced.

The work is part of the ongoing Road Commission for Oakland County (RCOC) project, in partnership with the City of Novi, to resurface and make safety improvements on this portion of Novi Road. Also part of this project is the ongoing replacement of concrete at the Novi Road/10 Mile Road intersection, which will continue with ongoing lane restrictions.

Access to all properties within the project will be maintained throughout the project, including during the culvert-replacement phase. The first culvert to be removed and replaced is located between Nick Lidstrom Drive and Algonquin Drive/Little Falls Boulevard.

Once the culvert removal and replacements are complete, Novi Road will open to southbound traffic only (northbound will remain closed) until the project concludes in late fall while the resurfacing phase of the project takes place.

The Novi Road detour route, both during the full closure and during the northbound-only closure will be 10 Mile Road to Meadowbrook Road to 9 Mile Road, back to Novi Road and vice versa.

-- MORE --

NOVI ROAD TO START / 2 OF 2

In addition to the culvert replacements and 10 Mile Road/Novi Road intersection concrete replacement, the project includes:

- Milling (grinding off) the existing asphalt road surface and resurfacing with three inches of asphalt.
- Improvements to drainage and storm sewers.
- Placement of concrete curbs and gutters.
- Upgrades to pedestrian crosswalks to comply with the Americans with Disabilities Act (ADA).
- Upgrades to guardrails.
- Upgrades to traffic signals at the 9 Mile Road/Novi Road and Nick Lidstrom Drive/Novi Road intersections.
- Extension of the center left-turn lane on Novi Road from Nick Lidstrom Drive south to Little Falls Boulevard.

The project is expected to cost \$4.1 million. It will be paid for with a combination of federal road dollars and funding from RCOC, Novi and Oakland County general government (through the Tri-Party Program).

The contractor for the project is Springline Excavating of Farmington Hills. This section of Novi Road carries approximately 18,500 vehicles daily.

For more information on the project, visit the “Novi Road, 9 Mile to 10 Mile” page in the “Road Projects” section of the RCOC website, www.rcocweb.org (direct link: <https://www.rcocweb.org/622/Novi-Road-9-Mile-to-10-Mile-Road>).

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Mayor and Council –

FYI, only

- Victor

From: Lloyd, Harmony
Sent: Wednesday, April 19, 2023 4:26 PM
To: Cardenas, Victor
Subject: SMART Public Transit Expansion in Oakland County

Hi Victor,

I left you a voicemail but wanted to reach out by email also. I am the VP of Planning at SMART. As you know, with the passage of the recent transit millage, SMART is working with Oakland County to expand transit options. This will occur in several phases.

For **phase one**, we are looking primarily to **extend current routes and rework some routes** to be more efficient. **We are proposing to add new service in Novi by extending our current routes on Grand River and Twelve Mile.** We will also provide service to the MDOT park & ride in Novi for peak time runs. Over the next several weeks, we will be going through the Federal Transit Administration's prescribed process to undergo route changes. This will include several public hearings. **A public hearing** will not physically be held in Novi because (ironically) the hearings must be held where transit access already exists. **We will, however, be hosting one in Farmington Hills and offering a Zoom public engagement session on Thursday, May 11.**

After these hearings and a few other steps, we will begin the logistical side of the planning activities such as placement of stops, addition of shelters, timeline of changes, etc.

I wanted to contact you to give you a heads up on this process so when you see information online or in the Free Press about public hearings involving transit in Novi, you wouldn't be taken by surprise. I'm happy to jump on a call with you or one of your staff to answer questions about these first steps. I'm also happy to meet with city staff in the next few weeks if that would be helpful.

Please let me know if you have any questions.

Thank you,
Harmony

Harmony Lloyd
VP of Planning and Innovation
535 Griswold Street Suite 600
Detroit, MI 48226



MEMORANDUM



TO: VICTOR CARDENAS, INTERIM-CITY MANAGER
FROM: CARL JOHNSON, JR., CPA, CFO
SUBJECT: CITY COUNCIL BUDGET SESSION RECAP – APRIL 12, 2023
DATE: APRIL 17, 2023

Mayor and Council –

FYI, summary from the recent budget session last week.

- Victor

At the City Council Budget Session held on Wednesday, April 12, 2023, City Council discussed the Recommended FY 2023-24 Budget and provided an adjustment to the proposed budget through one approved motion which is summarized below:

- **MOTION 1:** Establish a one-time \$250,000 expenditure budget placeholder in fiscal year 2023-24 for additional costs associated with the possible creation of a stand-alone Senior Department within the Parks, Recreation, and Cultural Services Fund Older Adult Services Department funded by a transfer from the General Fund fund balance.

Financial summaries of the impact of the amendment on the two funds impacted are on the following pages.

City of Novi
General Fund

Recommended Budget (provided to City Council 4/3/23)

	Estimated 2022-23	Budget 2023-24	Projected 2024-25	Projected 2025-26
Total Revenues	\$ 40,212,888	\$ 41,211,977	\$ 42,457,989	\$ 43,974,187
Total Appropriations	43,647,348	41,211,977	43,386,799	43,974,187
Net Revenues (Appropriations)	(3,434,460)	-	(928,810)	-
Beginning Fund Balance	16,409,153	12,974,693	12,974,693	12,045,883
Ending Fund Balance	<u>\$ 12,974,693</u>	<u>\$ 12,974,693</u>	<u>\$ 12,045,883</u>	<u>\$ 12,045,883</u>
Fund balance as a % of expenditures	30%	31%	28%	27%

City Council Budget Adjustments (4/12/23 Budget Session)

	Estimated 2022-23	Budget 2023-24	Projected 2024-25	Projected 2025-26
Appropriations				
M1 Transfer out to Parks, Recreation, and Cultural Svcs Fund	-	250,000	-	-
Total appropriations increase (decrease)	<u>-</u>	<u>250,000</u>	<u>-</u>	<u>-</u>
Net increase (decrease) to fund balance	<u>-</u>	<u>(250,000)</u>	<u>-</u>	<u>-</u>

Recommended Budget (5/8/23 City Council Meeting)

	Estimated 2022-23	Budget 2023-24	Projected 2024-25	Projected 2025-26
Total Revenues	\$ 40,212,888	\$ 41,211,977	\$ 42,457,989	\$ 43,974,187
Total Appropriations	43,647,348	41,461,977	43,386,799	43,974,187
Net Revenues (Appropriations)	(3,434,460)	(250,000)	(928,810)	-
Beginning Fund Balance	16,409,153	12,974,693	12,724,693	11,795,883
Ending Fund Balance	<u>\$ 12,974,693</u>	<u>\$ 12,724,693</u>	<u>\$ 11,795,883</u>	<u>\$ 11,795,883</u>
Fund balance as a % of expenditures	30%	31%	27%	27%

Notes

M1 MOTION 1 - Establish a one-time \$250,000 expenditure budget placeholder in fiscal year 2023-24 for additional costs associated with the possible creation of a stand-alone Senior Department within the Parks, Recreation, and Cultural Services Fund Older Adult Services Department funded by a transfer from the General Fund fund balance.

City of Novi
Parks, Recreation, & Cultural Services Fund

Recommended Budget (provided to City Council 4/3/23)

	Estimated 2022-23	Budget 2023-24	Projected 2024-25	Projected 2025-26
Total Revenues	\$ 3,259,775	\$ 3,731,440	\$ 3,691,303	\$ 3,707,039
Total Appropriations	3,296,355	4,299,440	3,755,303	3,731,039
Net Revenues (Appropriations)	(36,580)	(568,000)	(64,000)	(24,000)
Beginning Fund Balance	1,202,439	1,165,859	597,859	533,859
Ending Fund Balance	<u>\$ 1,165,859</u>	<u>\$ 597,859</u>	<u>\$ 533,859</u>	<u>\$ 509,859</u>
Fund balance as a % of expenditures	35%	14%	14%	14%

City Council Budget Adjustments (4/12/23 Budget Session)

	Estimated 2022-23	Budget 2023-24	Projected 2024-25	Projected 2025-26
Revenues				
M1 Transfer In from General Fund	-	250,000	-	-
Total revenue increase (decrease)	<u>-</u>	<u>250,000</u>	<u>-</u>	<u>-</u>
Appropriations				
M1 Personnel Services	-	250,000	-	-
Total appropriations increase (decrease)	<u>-</u>	<u>250,000</u>	<u>-</u>	<u>-</u>
Net increase (decrease) to fund balance	-	-	-	-

Recommended Budget (5/8/23 City Council Meeting)

	Estimated 2022-23	Budget 2023-24	Projected 2024-25	Projected 2025-26
Total Revenues	\$ 3,259,775	\$ 3,981,440	\$ 3,691,303	\$ 3,707,039
Total Appropriations	3,296,355	4,549,440	3,755,303	3,731,039
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Beginning Fund Balance	1,202,439	1,165,859	597,859	533,859
Ending Fund Balance	<u>\$ 1,165,859</u>	<u>\$ 597,859</u>	<u>\$ 533,859</u>	<u>\$ 509,859</u>
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Notes

- M1** MOTION 1 - Establish a one-time \$250,000 expenditure budget placeholder in fiscal year 2023-24 for additional costs associated with the possible creation of a stand-alone Senior Department within the Parks, Recreation, and Cultural Services Fund Older Adult Services Department funded by a transfer from the General Fund fund balance.

MEMORANDUM



TO: JEFFREY MUCK, DIRECTOR
CC: TRACIE RINGLE, DEPUTY DIRECTOR
FROM: GREGG MORRIS, RECREATION SUPERVISOR
SUBJECT: AUTOMATED EXTERNAL DEFIBRILLATOR UPDATE
DATE: APRIL 18, 2023

Mayor and Council –

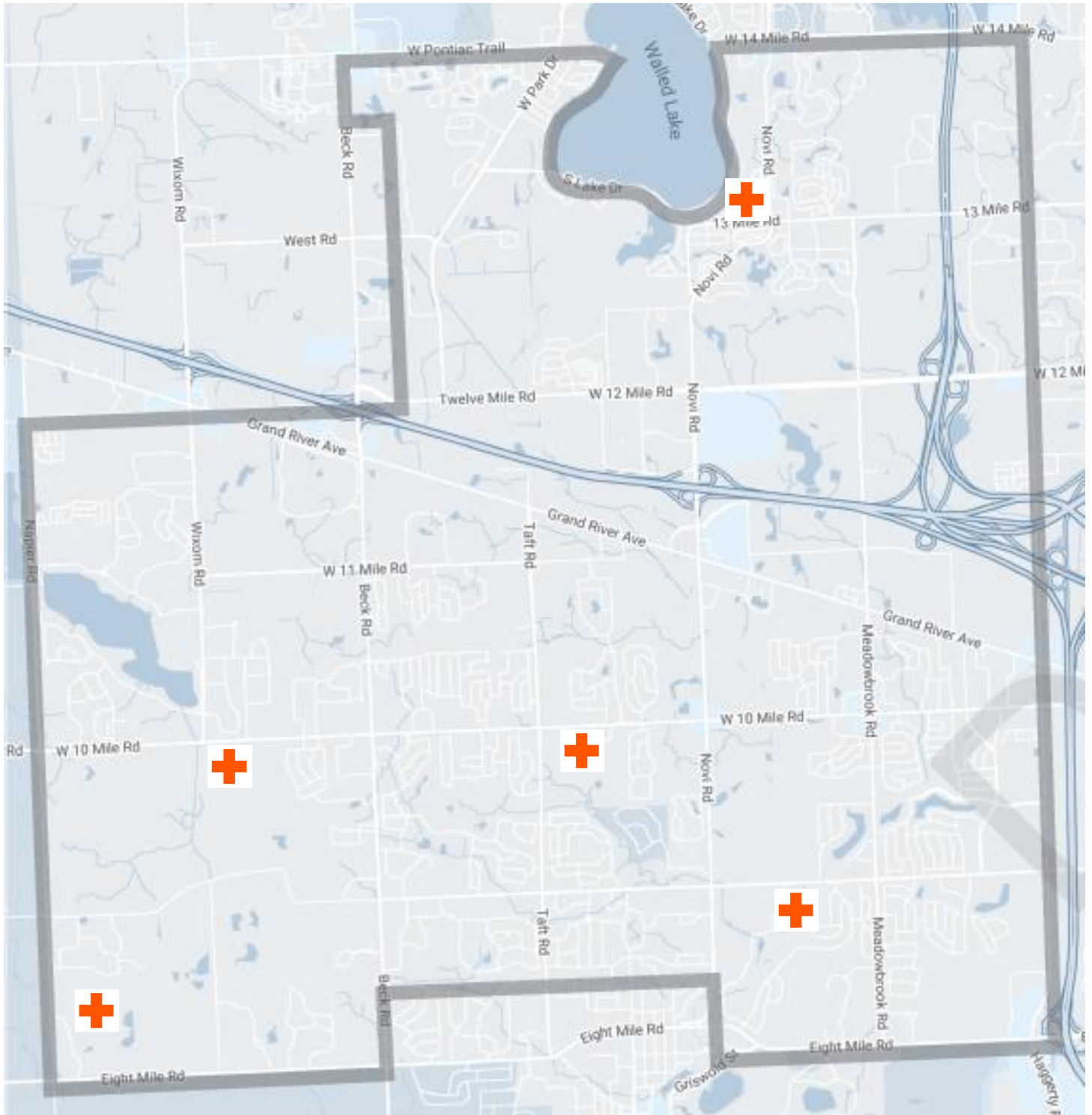
FYI on the City's AED program and expanding the permeant locations of these life saving machines.

- Victor

In 2022, Novi Parks, Recreation, and Cultural Services (PRCS) began an Automated External Defibrillator (AED) pilot program at Ella Mae Power Park. An AIVIA Model 320, a temperature-controlled outdoor cabinet with an AED inside, was placed in a prominent location on the outside wall of the concession stand. **If the cabinet is opened, a call is automatically sent to emergency dispatch.** Fortunately, the AED hasn't been needed yet, although it is crucial to have it in the event of a cardiac emergency. With the protection of the outdoor cabinet, the AED stayed functional in the most inclement weather and remained undisturbed. Given the success of the pilot cabinet at Power Park, **PRCS is expanding the program to two more parks.** The first location will be **Lakeshore Park** where the outdoor cabinet will be located near the main entrance doors of the building. This location was chosen due to the proximity to the beach and programming areas. Installation is targeted for mid-May. The second location will be at **Bosco Fields** in conjunction with the opening of Jessica's Splashpad. Both Lakeshore Park and Bosco Fields are active parks with many visitors. Installation, maintenance, and monitoring **costs and tasks are shared between PRCS, Integrated Solutions, and the Fire Department.** The Department of Public Works will create location signage. PRCS and Novi Fire will continue to analyze the efficiency of the AED cabinets and, based on the results, install more cabinets throughout the parks system in future years.

Looking comprehensively, we have AEDs placed around the community at nearly all City buildings:

- Civic Center
- Police Department
- All Fire Stations
- ITC Park
- Ella Mae Power Park



**SMART MONITORING
WALL CABINET
FOR AUTOMATED
EXTERNAL
DEFIBRILLATOR
(AED)**



Aiviva[®] 320

AIVIA Model 320

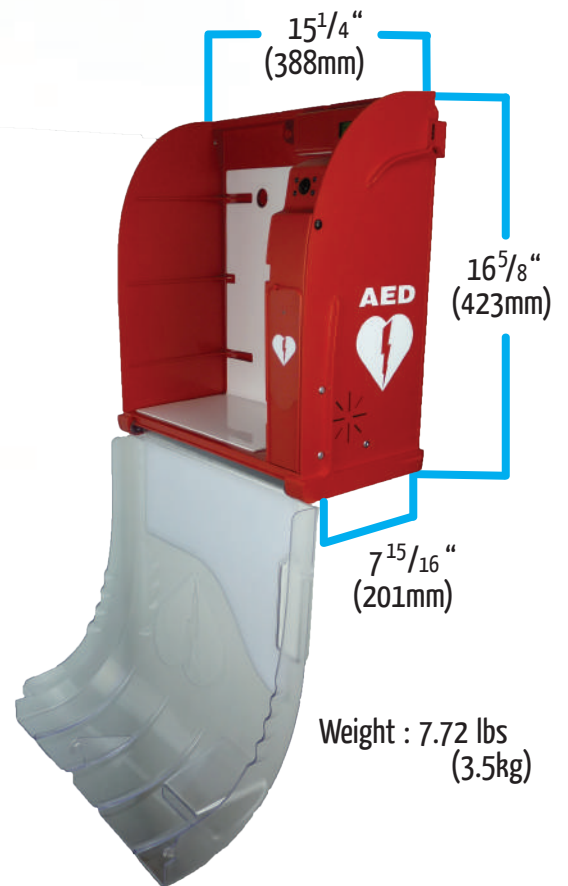
SMART AED MONITORING CABINET

The AIVIA 320 allows automatic GSM phone calls in case of an emergency as well as the remote monitoring of the hardware via Internet.

Having an emergency calling terminal status, this model is an intelligent AED protective cabinet which is permanently connected to the AIVIANet server through http, ensuring that all the AIVIA units remain fully operational at all times.

The AIVIA 320 has the ability to constantly monitor its own functions, the presence of the AED as well as its immediate surroundings.

It provides realtime information concerning incidents and events.



CLOSE-UP VIEWS



Ventilation fan and convactor heating device



Infra-red lens taking pictures upon the opening of the cabinet and removal of the AED



Call button to activate GDM hands free telephone module.



Sensor monitoring the presence of the AED and controlling the temperature



LCD screen displaying general status or incidents



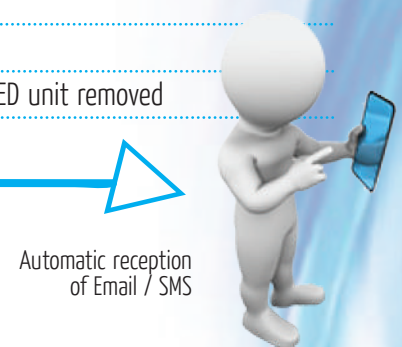
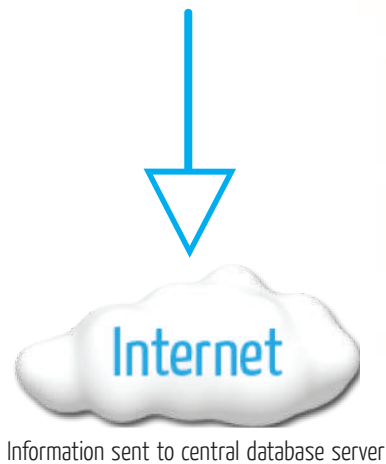
OVERVIEW

STANDARD FEATURES

- ▷ Impact-resistant transparent polycarbonate cover and red ABS base
- ▷ Sensor monitoring the presence of the AED and the temperature surrounding the defibrillator
- ▷ Backlit LCD screen displaying the status of the power, network, temperature and presence of the AED
- ▷ Protected access to the AED thanks to security seal stickers
- ▷ Local visual warnings (flashing red LEDs) indicating incidents
- ▷ GSM : Emergency phone connection via the mobile phone network, using hands free telephone intercom. Automatic phone call is made in case of emergency when the cabinet is opened or when the call button is pushed as preset by user.
- ▷ Connection to local (LAN) Ethernet network plus possibility of wireless communication
- ▷ 3G communication : In addition to the standard Ethernet LAN connection, AIVIA 320 and the AED it contains can also be monitored by 3G communication through the mobile phone network if a LAN connection is not available.
- ▷ Integrated light sensor to light up the AED compartment in dark locations
- ▷ 24V DC SELV (Safety Extra Low Voltage) for human safety
- ▷ RFID badge reader for maintenance purposes
- ▷ Rechargeable back-up battery for essential functions in case of power supply failure

SPECIFIC FEATURES

- ▷ Constant remote monitoring of the presence of the AED through a sensor
- ▷ Http communication between the AIVIA cabinet and the AIVIAnet server
- ▷ Realtime information concerning incidents or events
- ▷ Immediate and automatic routing of data via Email / SMS
- ▷ Optional photo surveillance when the cabinet is opened and the AED unit removed



THE AIVIANET SERVER

A MONITORING SOFTWARE APPLICATION

The AIVIA server is a software application which ensures straightforward, remote and around-the-clock monitoring of the AIVIA cabinet and the presence of the AED stored within.

Accessible through secure access from any computer connected to the Internet, the AIVIA server offers constant remote monitoring of the presence of the AED and its protective cabinet, providing realtime information concerning incidents or events which may occur.

Features and benefits of the AIVIA server:

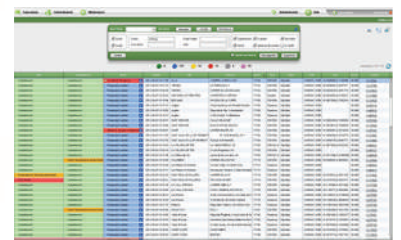
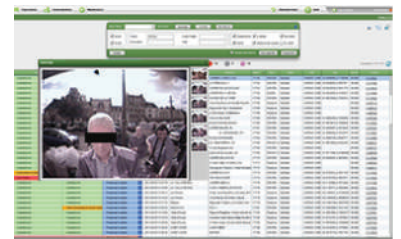
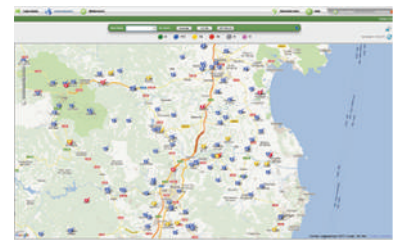
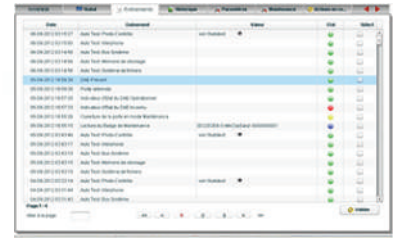
- ▷ Multilingual version requiring a username and password to access the server
- ▷ Incidents displayed with the possibility of verifying and logging information and events
- ▷ One or several AIVIA cabinet(s) monitored at any time (presence of the AED, photos taken upon opening the cabinets, control system, alarms...)
- ▷ Programmable to send Email / SMS alerts to one or more recipients should an incident occur
- ▷ Recordkeeping of past incidents
- ▷ Color-coded data Interpretation
- ▷ Geolocation of any AIVIA cabinet connected to the network



A CONFIGURATION AND MAINTENANCE TOOL

In addition to monitoring AIVIA cabinets, the AIVIA server application is an easy-to-use online tool for the configuration and maintenance of these cabinets, featuring an online diagnostic capacity.

- ▷ Configuration can be modified from the server
- ▷ Online diagnostic capability and interpretation by error code
- ▷ Details and automatic routing of incidents (Emails/SMS wordings, recipients...)
- ▷ Recordkeeping of maintenance events for each AED and cabinet
- ▷ Instructions concerning necessary preventative actions (keeping users informed of the expiration of the pads and batteries, serial numbers...)



HD1PY
THOMPSON CENTER WATERS
5453 WEST WATERS AVENUE - SUITE 105
TAMPA, FL 33634
Phone: 813 515 6995



2023 Eggstravaganza

On Sunday, April 2, PRCS hosted the annual Eggstravaganza at Fuerst Park and the high school atrium. The rain and clouds split for the day and we ended up with a perfect sunny afternoon! During the event, kids were able to participate in egg hunts separated by age, visit with the bunny, collect and work on crafts at three different stations, and pet a variety of farm animals from Carousel Acres. The Goddard School of Novi was the sponsor for this event. The kids went home with a carton (supplied by Kroger) of filled eggs, giveaway Easter gifts and crafts, and smiles on their faces. This program met the department's core value of excellence by providing a fun activity for families to celebrate the Easter season.



Eggstravaganza	Stats
Total Participants	300+
Ages	1-12
# of eggs	4,000
Volunteer Value *Independent Sector Data at \$28.54/Hour	\$941.82
Program Supervisor	J. Johns

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.