



BEAUTIFICATION COMMISSION AGENDA

CITY OF NOVI

June 14, 2023 | 6:00 PM

Mayor's Conference Room

Novi Civic Center | 45175 Ten Mile Road

(248) 347-0460

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL - Jan Lach, Cindy Lang, Christen Pietraz, Celia Todd, Laura Williams, Torry Yu

APPROVAL OF AGENDA

[June](#) 14, 2023 Agenda

MINUTES

[April](#) 12, 2023 Minutes

OLD BUSINESS

[Plant](#) Identification Signs Webpage Content Final Review

Spring Social Media Promotion Review

[Reinvigoration](#) of the Adopt-a-Park-Sign Program

NEW BUSINESS

[Community](#) Development Block Grant (CDBG) Responsibilities

PUBLIC COMMENT

ADJOURNMENT

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



CITY OF NOVI
Beautification Commission
Wednesday, June 14, 2023 6:00 pm
Mayor's Conference Room
Novi Civic Center | 45175 Ten Mile Road

Roll Call – Jan Lach, Cindy Lang, Christen Pietraz, Celia Todd, Laura Williams, Torry Yu

Approval of Agenda

Approval of Minutes - April 12, 2023

Chair – Cindy Lang

Secretary – Jan Lach

City Liaison – Kate Oppermann

Old Business

- Plant Identification Signs Webpage Content Final Review
- Spring Social Media Promotion Review
- Reinvigoration of the Adopt-a-Park-Sign Program

New Business

- Community Development Block Grant (CDBG) Responsibilities

Public Comment

Adjournment

Upcoming Meetings – 7/12, 8/9, 9/13, 10/11, 11/8, 12/13

Beautification Commission Minutes
Wednesday, April 12, 2023
6:00 pm
Novi Civic Center
45175 10 Mile Rd.
Mayor's Conference Room

Call to Order: 6:03 pm

Roll Call: Jan Lach, Cindy Lang, Courtney Opalko, Shaun Page, Christen Pietraz, Celia Todd, Laura Williams, Torry Yu

Present: Jan Lach, Cindy Lang, Laura Williams, Torry Yu

Absent Excused: Christen Pietraz, Celia Todd

Approval of Minutes – March 8, 2023: Moved: Williams, Seconded: Yu, Approved 4:0

Approval of Agenda: Moved: Williams, Seconded: Lach, Approved 4:0

Old Business:

- Plant Identification Sign Webpage Content Review
 - The Commission likes the design so far and will fully individually review the text content and provide any edits to Staff Liaison Oppermann prior to the next meeting.
- Ordinance 23-64.04
 - New Ordinance changing the Commission composition from 9 members to 7 members was introduced to City Council and approved on 3/20/22 CC meeting for 1st reading, a 2nd reading is required for implementation and is scheduled for the 4/17 City Council meeting
- Spring Social Media Promotion
 - The Commission heard the suggestions from the City Community Relations Office and decided that they would go forward with a single day Spring promotion on Earth Day (April 22, 2023).
 - The Commission will review the response to the event at the next meeting and consider making it a regular promotion, potentially monthly.
- Reinvigoration of the Adopt-A-Park-Sign Program
 - The Commission discussed the re-invigoration of the Adopt-a-Park-Sign Program.
 - The Commission will engage a Landscape Architect, potentially from among City Staff, to design some basic landscape plans for the park signs that volunteer groups could utilize.
 - The duration of the sign “adoption” will be shortened to be seasonal, allowing for easier use as a group volunteer opportunity.
 - Once changes are made they will be reviewed once more by the commission and city staff and, once approved, will be re-advertised.

New Business:

- Commissioner Yu requested that further information be given to the Commission at their next meeting regarding our absorption of the responsibility from the, now dissolved, Housing and Community Development Advisory Committee.

Public Comment: none

Adjournment: 6:30 pm

Upcoming Meetings: 5/10, 6/14, 7/12, 8/9, 9/13, 10/11, 11/8, 12/13

DRAFT

City of Novi

Fuerst Park Monarch Waystation

About Fuerst Park and the Monarch Waystation

Fuerst Park, located at the corner of Ten Mile and Taft Roads, is an eight-acre park offering walking trails, outdoor sculptures, an amphitheater, and the historic Township Hall. The park was developed in 2009 and the land has an important place in Novi's history as the location of the first Novi Town Meeting held in 1830.

The Fuerst Park Monarch Waystation was planted in the spring of 2015 by the Novi Beautification Commission. The original garden was about 570 sq ft. Since then, the Beautification Commission has maintained the butterfly garden by weeding and occasionally adding more plants. In 2016, a 2400 sf area adjacent to the original waystation was added and seeded with a perennial butterfly mix.

This prairie style garden features a variety of Michigan/Midwest native flowers and grasses that provide food for butterflies and other pollinators. Many of the flowers create nectar and pollen for the adult butterflies throughout the growing season while larval host plants, such as milkweed, have leaves that are eaten by caterpillars to grow and become butterflies. Our Monarch Waystations is part of a nationwide effort to provide breeding and feeding areas for monarch butterflies to assist them in their annual migration to and from Mexico. Our garden is certified as an Official Monarch Waystation by Monarch Watch and received an Award of Merit from the Keep Michigan Beautiful Awards in 2021.

Plants in the Garden

While this is not an exhaustive list of all the plants you might see at the Fuerst Park Monarch Waystation these are some of the most prolific plants in the Monarch waystation. You may want to consider adding some to your own yard - they are lovely, low maintenance, and our local pollinators will thank you!



Prairie Dock (*Silphium terebinthinaceum*)

Asteraceae (Aster Family)

The Prairie Dock can grow very tall indeed, from 3 to 8 feet high. It features large, spade shaped basal leaves and numerous bright yellow flowers along and topping the stalk that bloom July to September. Hardy, long-lived, and drought tolerant.

Light Requirements: Full Sun

Soil Requirements: Wet to Mesic

Water Requirements: Moderate



Missouri Ironweed (*Vernonia missurica*)

Asteraceae (Aster Family)

Ironweed boasts showy magenta flowers that bloom from July to September, making it an excellent draw for late summer butterflies and bees. Its bitter tasting leaves spare it from usual garden pests like deer and rabbits. It is also easy to grow, tolerating a variety of soil types and with a degree of drought resistance. Grows 3 to 6 ft tall.



Light Requirements: Full to Partial Sun

Soil Requirements: Wet to Average

Water Requirements: Moderate



False Blue Indigo (*Baptisia australis*)

Fabaceae (Bean/Pea Family)

Growing 3 to 5 feet high, the blue wild indigo is a bushy, robust perennial. It's flowers are blue-purple and bloom from April to July. Once established it is long-lived and very drought tolerant.

Light Requirements: Full Sun

Soil Requirements: Mesic to Dry

Water Requirements: Moderate



False Sunflower (*Heliopsis helianthoides*)

Asteraceae (Aster Family)

This perennial, also called oxeye sunflower, ranges between 3-5 feet tall spreads 2-4 feet wide, and self-seeds. It blooms from June to August and attracts butterflies and other pollinators. Bird eat the seed and its stems provide useful cover for beneficial insects.



Light Requirements: Full Sun

Soil Requirements: Clay soil to rocky soil

Water Requirements: Low, but benefits from regular watering



Brown-eyed Susan (*Rudbeckia triloba*)

Asteraceae (Aster Family)

A hairy-stemmed perennial that grows 2 to 5 feet tall with numerous flowers that range from light to deep golden yellow. It is not considered a true sunflower because both the ray and disk florets of its flowerheads can produce seed whereas only the disk florets of sunflowers can produce seeds. Easily grows in most soil types with a long blooming period that can last from June to November.

Light Requirements: Full Sun to Partial Shade

Soil Requirements: Moist

Water Requirements: Moderate



Nodding Wild Onion (*Allium cernuum*)

Liliaceae (Lily Family)

This elegant looking relative of the Wild Onion grows 1 to 2 feet tall and features charming pink and white flowers. Much of the natural habitat of the Nodding Wild Onion has been destroyed by development, making it a relatively uncommon plant. It primarily attracts bees as its characteristic "nodding" makes it more difficult for other pollinators to visit. Its mild onion-y taste and smell keep it safe from most garden pests like deer and rabbits.

Light Requirements: Full Sun to Partial Sun

Soil Requirements: Moist to Mesic

Water Requirements: Moderate



Sand Coreopsis (*Coreopsis lanceolata*)

Asteraceae (Aster Family)

The Sand Coreopsis is also known as Lanceleaf Coreopsis, Lance-leaved Coreopsis, and Lanceleaf Tickseed. It can grow up to two feet tall and has large, showy yellow blossoms up to 3 inches in width. These bloom from late spring to late summer, attracting a variety of insects, and can spread a fair amount if not competing with other plants. Finches are very fond of the seeds.



Light Requirements: Full Sun

Soil Requirements: Mesic to Dry

Water Requirements: Low



Butterfly Milkweed (*Asclepias tuberosa*)

Asclepiadaceae (Milkweed Family)

As evident by its name the Butterfly Milkweed is a great favorite of butterflies, and especially monarchs and swallowtails, for its nectar. It also attracts various bees, moths, and even hummingbirds. The butterfly milkweed features brilliant orange flowers that bloom throughout the summer months.



Light Requirements: Full Sun

Soil Requirements: Mesic to Dry

Water Requirements: Low



Wild Bergamot (*Monarda fistulosa*)

Lamiaceae (Mint Family)

Wild Bergamot is also commonly known as Beebalm. It is a lovely aromatic herb that can grow up to 5-feet tall under the right conditions. The charming flowers come in shades of lavender, pink and white and have a fluffy, pompon-like appearance. Aside from its looks and attractions for pollinators Wild Bergamot is also commonly used to make herbal tea. Due to its flavor, it is not commonly grazed by deer or rabbits.

Light Requirements: Full Sun to Partial Shade

Soil Requirements: Moist to Slightly Dry

Water Requirements: Moderate



Mountain Mint (*Pycnanthemum virginianum*)

Lamiaceae (Mint Family)

The Mountain Mint plant has very small white flowers that bloom in dense clusters that bloom atop stems up to 3-feet tall. Often the flowers are also spotted with a vivid purple. As is characteristic of the mint family, a refreshing scent is released when the leaves are crushed. Ironically, despite its name, the Mountain Mint is not typical in mountainous habitats. It is a very popular source of nectar for bees.

Light Requirements: Partial Shade

Soil Requirements: Moist to Average

Water Requirements: Moderate



Cup Plant (*Silphium perfoliatum*)

Asteraceae (Aster Family)

The cheery yellow blooms of the Cup Plant will readily multiply once planted. It is so named for the “cup” formed by its leaves that can collect water – making it valued by birds and insects alike. Goldfinches are especially fond of the Cup Plant as both a seed and water resource. It grows from 4-feet up to an imposing 10-feet and blooms from June to September.



Light Requirements: Full to Partial Sun

Soil Requirements: Moist

Water Requirements: Moderate



Wild Strawberry (*Fragaria virginiana*)

Rosaceae (Rose Family)

The Wild Strawberry low growing with small, white flowers and tiny red fruits. It is one of the parent plants for the beloved cultivated strawberry. The Wild Strawberry is a plant of great value to the natural kingdom offering nectar, pollen, fruit, and foliage to a variety of birds, insects, and animals. It can make a unique, loose groundcover that readily spreads.



Light Requirements: Full to Partial Sun

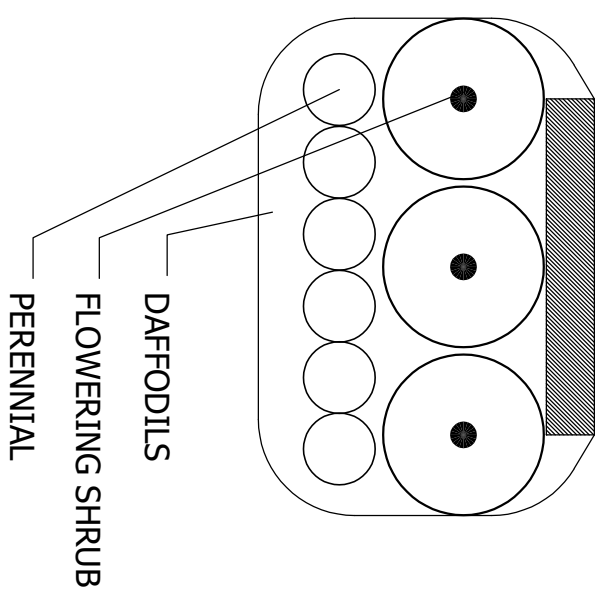
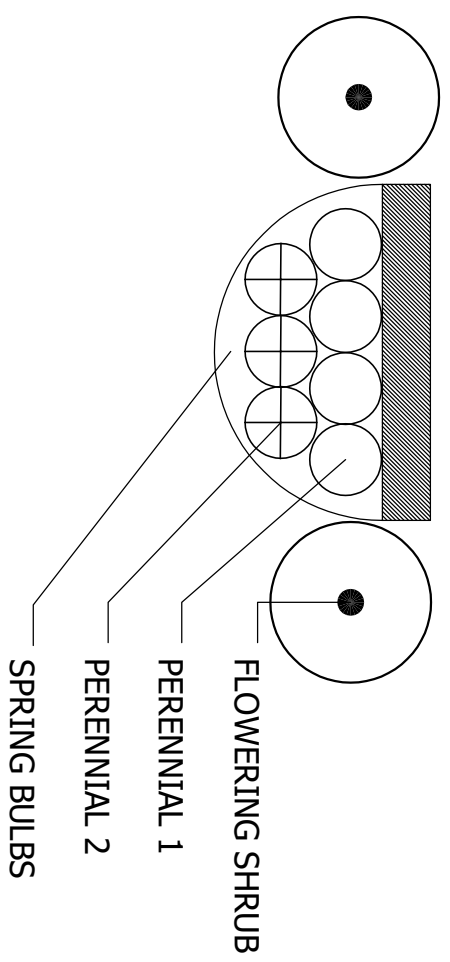
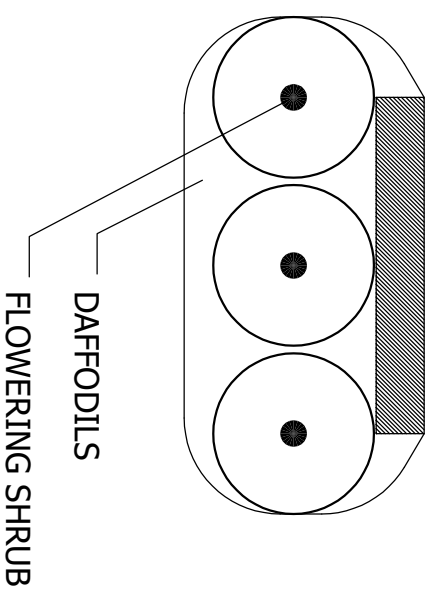
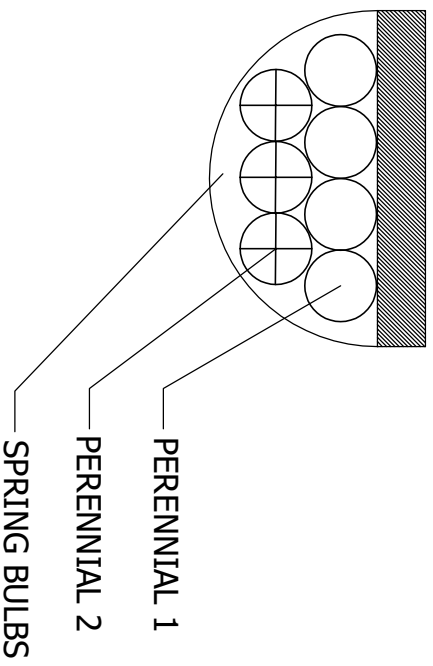
Soil Requirements: Dry

Water Requirements: Low

Sources:

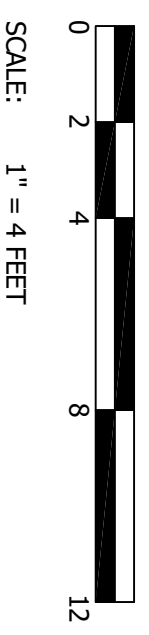
<https://www.wildflower.org/>

<https://www.illinoiswildflowers.info/index.htm>



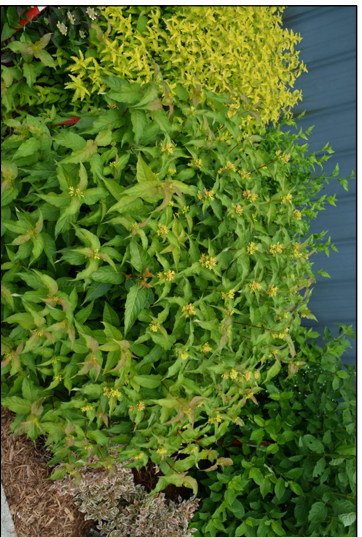
PROJECT: PARK SIGN CONCEPT DESIGNS
SHEET: PROPOSED PLANTINGS

DATE:





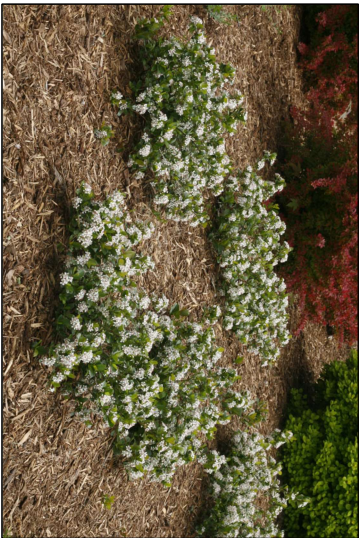
SHRUB - POTENTILLA FRUTICOSA



SHRUB - DIERVILLA KODIAK ORANGE



PERENNIAL - BLACK-EYED SUSAN



SHRUB - ARONIA LOWSCAPE MOUND



SHRUB - HYPERICUM PROLIFICUM



SHRUB - GROW LOW SUMAC



SHRUB - DOWNY ARROWWOOD VIBURNUM



PERENNIAL - SALVIA NEMOROSA

PROJECT: PARK SIGN CONCEPT DESIGNS
SHEET: PROPOSED PLANTS

DATE:

SCALE:



Parks signs available:

ITC 2

ITC trail near signals

Villa Barr

Wildlife Woods

Bosco 2

Fuerst

Ella Mae Power 2

Novi Rd Cemetery

Rotary

Knapp Cemetery

Dog Park

Ice Arena

Pavilion Shore

Lakeshore 2

Connected to subdivisions:

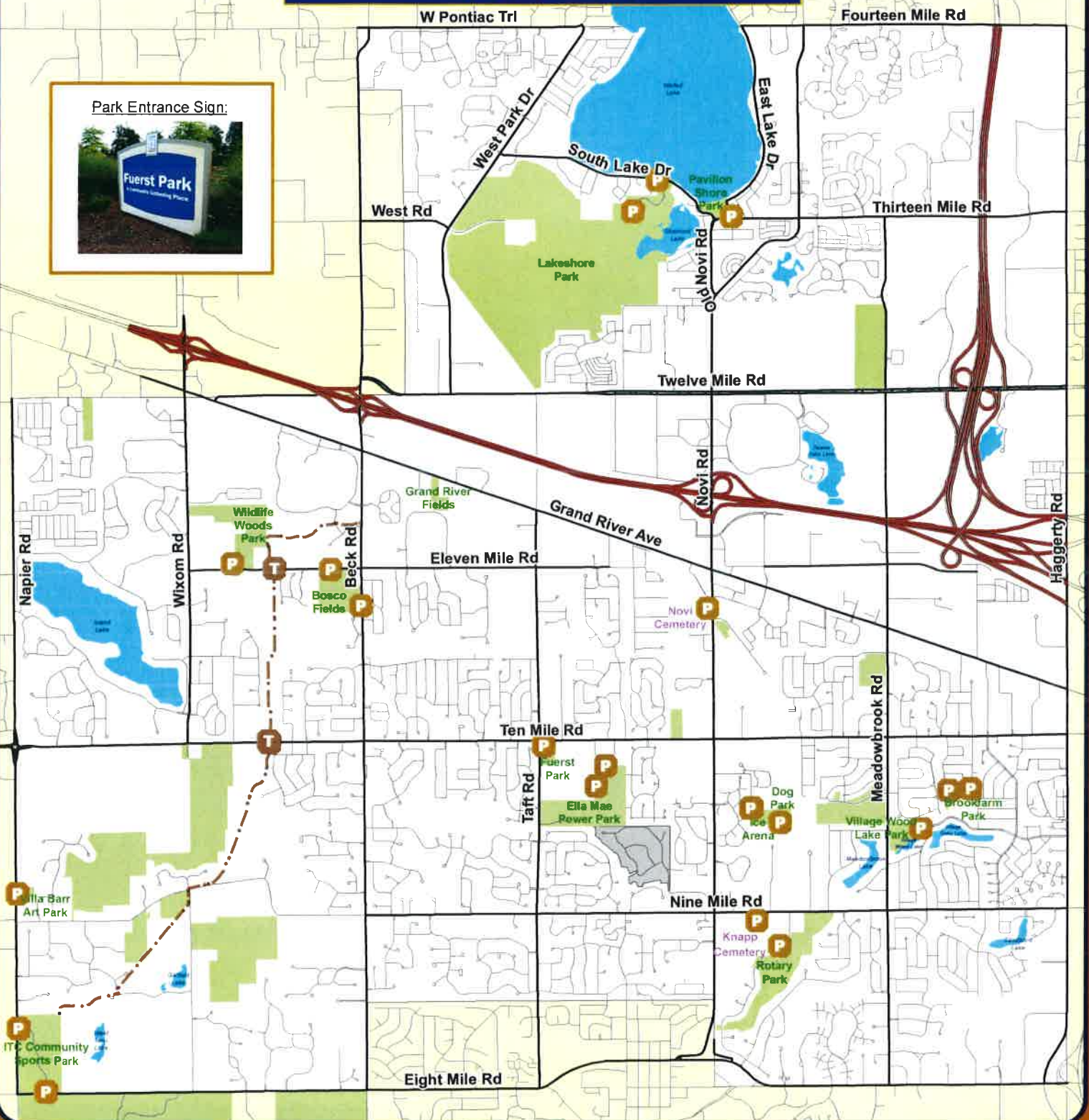
Village Wood Lake

Brookfarm

Park Entrance Signs

City of Novi, Michigan

Park Entrance Sign:



Map Author: Keri Blough
Date: February 6, 2020
Project: Park Entrance Signs
Version #: 3.0

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.

Map Legend

- Park Entrance Signs
- Trail Crossing
- ITC Trail
- Major Roads
- Minor Roads
- Highway
- Cemetery
- Parkland
- Lakes



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

Miles
0 0.25 0.5 1
1 inch = 4,200 feet





MEMORANDUM

TO: VICTOR CARDENAS, INTERIM CITY MANAGER
FROM: SABRINA LILLA, DEPUTY FINANCE DIRECTOR
SUBJECT: COMMUNITY DEVELOPMENT BLOCK GRANT
DATE: APRIL 21, 2023

The City of Novi receives Community Development Block Grant ("CDBG") funds as a subrecipient of Oakland County. There are 53 other communities that participate as subrecipients of Oakland County. During October of every year, the County holds a CDBG pre-application training. During this training the County reminds it's subrecipients how to fill out the application form and provides the local communities with an estimate of funds they can expect for the upcoming program year. On average the City receives \$115,000 annually. Per County restrictions, the City can only allocate a max of 30% of it's total allocation to public service activities (see the history of Oakland County's public service cap policy in box below). The City receives funding requests from organizations providing public services in September/October of each year.

Oakland County is required by the U.S. Department of Housing and Urban Development (HUD) to maintain an overall public service cap of 15%. Dating back to November 1, 1996, Oakland County was allowing participating communities to spend a maximum of 50% of its annual allocation for public service activities and still maintain the overall 15% requirement. This was possible because of the large offsetting Oakland County Home Improvement Program. The impact of the 2000 census was to eliminate the area wide benefit activities for many communities forcing more communities to now allocate funds directly to public service activities. As a result, Oakland County in 2006 changed their policy to only allow participating communities to spend a maximum of 45% of their annual allocation on public services. Because of a severe decrease in the amount of revolving loan fund (RLF) paybacks to the Home Improvement Program, the public service cap was reduced even further by Oakland County to a maximum of 30% of community allocations. Decreases in the amount of revolving loan fund (RLF) paybacks to the Home Improvement Program as well as a 17% reduction in federal funding in PY 2011, caused the public service cap to be reduced even further by Oakland County to a maximum of 15% of community allocations.

With the addition of the City of Pontiac to Oakland County's list of participating communities, the public service cap was increased to a maximum of 30% of community allocations. This continues to be the allowed allocation limit. The public service category allows the City of Novi to fund programs and services such as Youth Assistance and HAVEN.

Public Services: A public service would be that which is not capital in nature but provides a service to a moderate to low-income individual. Examples include, but are not limited to, homeless programs, senior services, services for persons with disabilities, legal services, youth services, transportation services, substance abuse services, domestic violence services, employment training, crime awareness/prevention, fair housing activities, child care services, health services, services for abused and neglected children, mental health services, screening for lead poisoning, subsistence payments, rental housing subsidies, neighborhood cleanups, foodbanks, housekeeping/safety and repair/yard.

The City typically receives requests from Haven, Novi Youth Assistance and Hospitality House. While other organizations are free to submit a request for funding, the organization must prove they are a non-profit and the City would need to vet them with the County to ensure they are an eligible entity/program. In previous years, we have had other organizations request funds, but upon follow up with the County, they did not meet the qualifications to be a recipient of funds.

It is important to note the public service cap of 30% of the City's total allocation. If the City receives \$115,000 annually, only \$34,500 can be allocated to public services. In addition, the County caps the number of programs the City can provide at 4 total. That means, only three public services may be funded. Another stipulation being each program must be awarded at least \$3,500.

Non-Public Services: The remaining CDBG funds that are not allocated to a public service must be used for acquisition and disposition, public facilities, and improvements and or housing. Historically the City has used the non-public service funds for Minor Home Repair. The Minor Home Repair program provides grants up to \$5,000 (with a lifetime max of \$10,000) for eligible income households for items such as replace water heaters, garbage disposals, tubs, laundry, and kitchen faucets, repair water and waste lines, replace entrance doors, replace porch decks, stairs and handrails, reinforce porches, replace defective windows, install storm doors, replace roofs, paint interior and exterior of homes built after 1978, remove large items or large amounts of debris, repair sidewalk and driveway tripping hazards, replace wall/ceiling plaster/drywall, and dangerous tree or limb removal.

Recommendation: The HCD Committee met once a year (November time frame) to discuss and recommend to City Council the allocation of CDBG funds. The committee received a packet prior to the meeting which included the public service organization's request for funds as well as historical data on the CDBG program. The section below illustrates the prior year recommendation from the committee.

Recommended Projects					
CDBG Program Descriptions	Organization Requesting Funding	Description	2022 Application Amount	2023 Agency Requests	2023 HCD Committee Recommendation
Public Services	HAVEN	Battered and abused spouses	\$13,000	\$15,000	\$15,000
Public Services	Novi Youth Assistance	Specialized counseling and camp scholarships	\$8,000	\$8,000	\$9,950
Public Services	Hospitality House	Emergency services	\$ 9,900	\$9,950	\$9,950
		Sub-Total*	\$30,900	\$32,950	\$34,900
Minor Home Repair	City of Novi	Residential Repair program for Novi Residents	\$102,603	\$92,982	\$91,032
		Total	\$133,503	\$125,932	\$125,932

Agency request, in previous years, typically mirror actual awards from the previous year. For Program Year 2023, we spoke with the requesting organizations and suggested they should request funds they believe they can use. They did not need to limit their requests to the level of funding from the prior year but should request the funds they believe they can utilize.

The Committee sought to provide the greatest good for the greatest amount of people. The Committee agreed to recommend continued funding for Novi Youth Assistance (NYA), HAVEN and emergency services. The committee conclude to allocate additional funding, above NYA's request, due to the increased demand for activities for children in the post COVID-19 months. Funding dollars allocated to NYA are used to provide direct intervention services for Novi youth and include counseling, enrichment, skill building and academic support to children who are for various reasons deemed to be "at risk" or whose families have insufficient financial resources to meet their needs for these activities. The broad goals are: 1) to provide scholarships to allow children (who qualify by income) to attend various summer camps according to their individual interest and needs, 2) to enroll qualifying children in programs that increase skills in various areas and 3) to provide tutoring to qualifying children who can benefit from additional academic support.

The City received emergency service funding requests from Hospitality House. The organization requested a minimum of \$9,950. The Committee felt emergency services are a needed resource within the City, especially following the pandemic and rising inflation costs. Last year, Hospitality House provided 51,492 pounds of food to 92 households which equated to \$92,170.

HAVEN Guidelines for CDBG Communities: Beginning with the 2007 Program Year, Oakland County now contracts directly with HAVEN as a sole source provider on behalf of participating communities. In the past, each community would contract individually with HAVEN. The contract duration period will be one year and at the end of the contract period, any community balance will be expended for the 24-hour crisis hotline. HAVEN provided program services to 121 individuals and 234 crisis calls were received from families within the City of Novi. The Committee recommended to provide the requested funds for HAVEN. The cost to provide services to Novi residents far exceeds the funding request.

Minor Home Repair Program: The City contracts out the administration of it's Minor Home Repair program. City staff is not an expert it what it takes to administer the CDBG program and therefore, it has been more cost effective to contract the administration. The City currently holds the minor home repair contract with McKenna Associates. Due to the COVID pandemic, there was a delay in starting projects as well as finding contractors to do the work; however, we are starting to see less of an issue as of late. There is currently not a wait list for funds. In fact, in order to increase interest in the program, the City included an advertisement in the City's newsletter, Engage. The advertising worked and McKenna has received much interest in the program.

The table below reflects funding levels for the Minor Home Repair program since 2019. In prior years the average minor home repair cost approximately \$1,000 to \$5,000 per unit. Since the COVID pandemic and the increase in inflation, we are seeing those costs increase with projects ranging from \$3,000 to \$8,000. We anticipate the need for the Minor Home Repair program to sustain throughout the 2023 grant year.

CDBG Program	Description	2019 CDBG Funding Allocation	2020 CDBG Funding Allocation	2021 CDBG Funding Allocation	2022 CDBG Application Allocation	2023 CDBG HCD Committee Recommendation
Minor Home Repair	Residential repair program	\$104,030	\$100,569	\$100,603	\$102,603	\$91,032

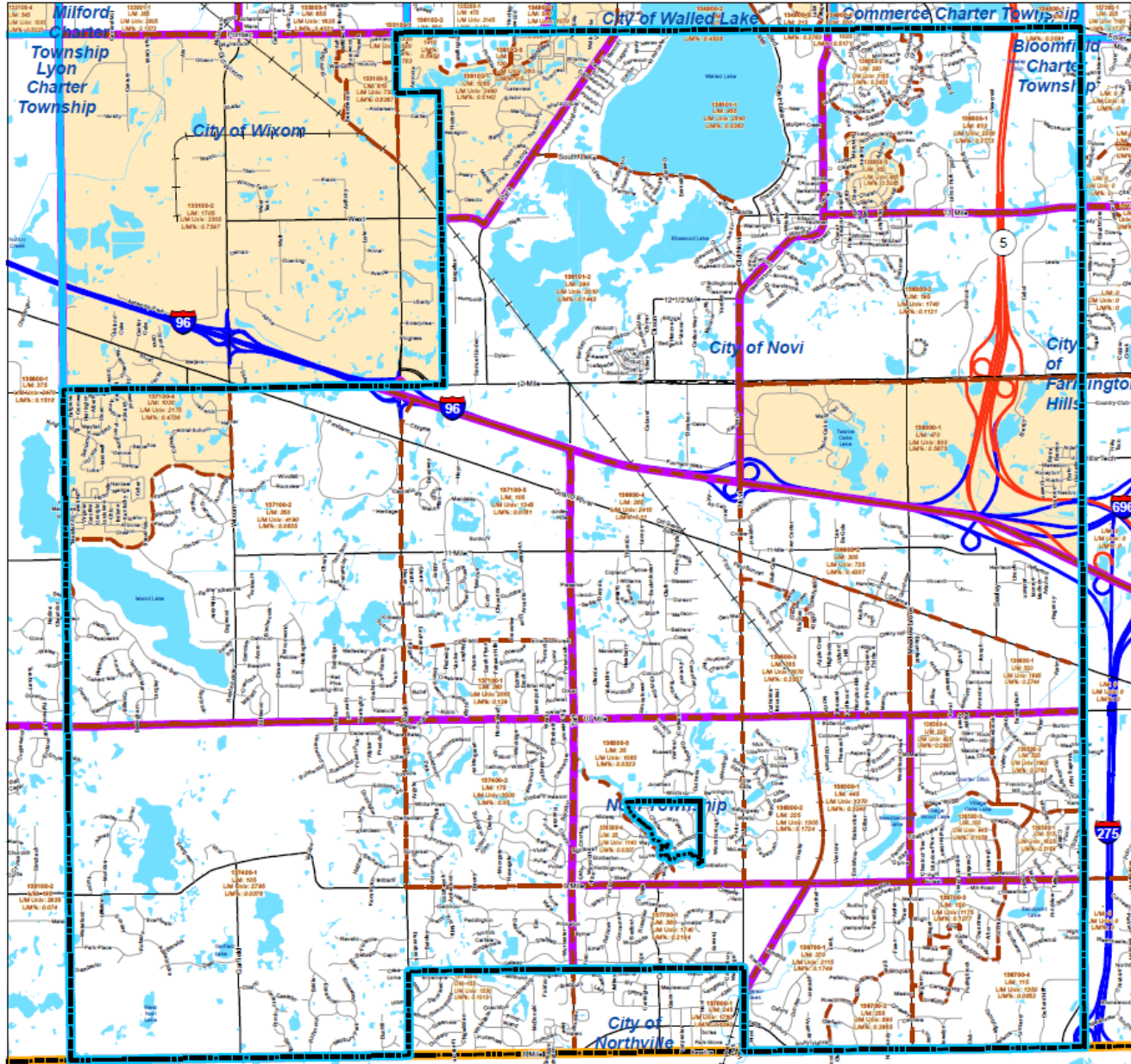
Area-wide Benefit Map: Enclosed with this packet is the current area-wide benefit map as provided by Oakland County which reflects the Program Year 2023 low/moderate income block groups from the U.S. Department of Housing and Urban Development. The [Recommended Projects](#) for 2023 do not include any area benefit type projects such as parks, streets or sidewalk improvements. The projects are strictly city-wide individual income-qualified type projects such as minor home repair or direct benefit projects such as public services which are not dependent on location.

Novi Community Development Block Grant History: Since 2002, the City of Novi has received and **successfully managed over \$2,655,827** in CDBG grant funds.

The deadline to submit CDBG applications to Oakland County is typically mid December.

	Program Year													Total
	Recommended	Application	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	
	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2002-2011		
Minor Home Repair	91,032	102,603	100,603	100,569	\$ 104,030	\$ 74,345	\$ 84,626	\$ 74,126	\$ 84,481	\$ 77,505	\$ 77,654	\$ 786,577	\$ 1,758,151	
Novi Youth Assistance	-	8,000	-	8,000	-	18,562	10,000	10,000	8,000	8,000	8,000	67,724	146,286	
NYA - Child Care Services	9,950	-	8,000	-	15,000	-	-	-	-	-	-	-	32,950	
Haven	15,000	13,000	15,000	16,000	8,000	7,900	6,000	6,500	6,000	6,000	6,000	53,460	158,860	
Transportation	-	-	-	-	-	-	-	10,000	-	-	-	115,000	125,000	
Senior Services	-	-	-	-	-	-	-	-	-	-	-	14,000	14,000	
Mobile Home Repair	-	-	-	-	-	-	46,407	-	-	-	-	-	46,407	
Emergency Services	9,950	9,900	9,900	7,000	3,500	5,400	-	-	-	-	-	-	45,650	
Public Services*	-	-	-	-	-	-	-	-	-	-	-	328,523	328,523	
	125,932	133,503	133,503	131,569	130,530	106,207	147,033	100,626	98,481	91,505	91,654	1,365,284	\$ 2,655,827	

*The public service was not specifically identified



OAKLAND COUNTY MICHIGAN
 Economic Development & Community Affairs
 David Coulter, County Executive

OAKLAND COUNTY COMMUNITY & HOME IMPROVEMENT
 Oakland Pointe
 250 Elizabeth Lake Road, Ste. 1900
 Pontiac, MI 48341-0414
 248.858.0493
www.oakgov.com/chi



Area-Wide Benefit Map
 City of Novi

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies

1 in = 0.82 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).

