



CITY OF NOVI
Administrative ePacket
May 18, 2023

Public Safety (Police/Fire)

["A Day In the Life of a Firefighter" Recruiting Events - Johnson](#)

Infrastructure (Roads/Water/Sewer)

Economic Development (City Revenue/Job Growth)

[Wetland Bank Investigation Report - Boulard](#)

Citizen-Focused Government (Shared Services/Customer Services)

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

Fiscally Responsible Government (Maintain)

Parks, Recreation & Cultural Services (Enhance Services)

[PRCS May 2023 Grants Update - Muck](#)

Capital Improvement Program

City Council Only or Confidential

MEMORANDUM



TO: ERICK W. ZINSER, DIR. OF PUBLIC SAFETY/CHIEF OF POLICE
FROM: JEFF R. JOHNSON, FIRE CHIEF
SUBJECT: PART-TIME FIREFIGHTER RECRUITING
DATE: MAY 18, 2023

Mayor and Council –

FYI

- Victor

The Novi Fire Department hosted "A Day in the Life of a Novi Firefighter." The event was tailored toward recruiting Part-Time Firefighters. The event took place on April 29 and May 13, 2023. The event provided unique opportunities for 16 potential fire recruits with a five-hour program to look inside the fire department operations, the training facility at Fire Station # 4, and experience wearing turn-out gear, air packs, and hands-on basic fire skills.

The drills included search and rescue, extrication from a vehicle, fire extinguishment Tower, Ladders, and Emergency Medical Services on Squad One. Each evolution was instructed by Novi Firefighters. The participants were encouraged to have fun and learn from Novi Firefighters, what they do day-to-day, the required training, and the hiring process.

We have already received six applications from the participants. This event is one more example of our commitment to recruiting part-time firefighters.

A DAY IN THE LIFE OF A NOVI FIREFIGHTER
SATURDAY, APRIL 29
9am-2pm | Fire Station #4

Come see what it's like to work as a Paid-on-Call Firefighter for the Novi Fire Department. In this unique, five-hour program you will get an inside look at fire operations and learn the basics of search and rescue, extrications and extinguishing fires. Registration is required and applicants must be at least 18 years old and in good physical shape.

For more information contact Lt. Tunnard at 248-361-1425 or mtunnard@cityofnovi.org.

APPLY AT CITYOFNOVI.ORG
Walk-ins will NOT be accepted the day of the program, participants must be pre-registered to attend.





MEMORANDUM



TO: VICTOR CARDENAS, INTERIM CITY MANAGER
FROM: CHARLES BOULARD, COMMUNITY DEVELOP. DIRECTOR
SUBJECT: WETLAND BANK INVESTIGATION
DATE: MAY 15, 2023

Mayor and Council –
Please see an update below on
the researched requested on
possible Wetland Mitigation
Bank opportunities.
- Victor

Background:

Earlier this spring, the City Council provided guidance to the administration and staff to investigate potential sites for establishing City-owned and operated Wetland Mitigation Bank. The Community Development Team has continued investigating opportunities and the Michigan Department of Environment, Great Lakes, and Energy (EGLE) parameters and rules for the creation of a mitigation bank. Previous communication outlined some critical points of the State requirements for Wetland Mitigation banks, including minimum mitigation area, basic approval criteria, initial and ongoing responsibilities, and timing for initial approval and availability of credits. As was noted, State required wetland mitigation credits must generally be located in the same watershed as the impacted area. As Novi straddles both the Huron River and Rouge River watersheds, a single wetland bank may be unable to provide credit to projects throughout the City.

Site Evaluation:

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) uses a map layer designating several classes of hydric soils to evaluate proposed mitigation projects. These areas correspond to the red and yellow map areas representing Hydric and Pre-settlement Wetland and Hydric soils, respectively (see the Appendix at the end of this memorandum). EGLE staff have provided guidance that the department typically only approves mitigation in these designated map areas.

To evaluate potential migration areas within the City limits, the GIS team created a map to overlay publicly owned land, existing wetland and wetland areas, watersheds, woodland areas, existing conservation easements, and the EGLE Wetland Soils mapping layer. (This map is the second document in the Appendix). Some undeveloped park areas were reviewed with the understanding that potential mitigation would need to accommodate current and future uses and opportunities as well as any acquisition and grant restrictions in addition to the underlying policy decision.

Sites throughout the City were then examined and evaluated based on the following criteria:

- Potential Wetland Soils
- Undeveloped status
- Lack of existing Conservation/Preservation easement
- Ownership (Preferably City owned or available for purchase at a reasonable cost)
- Absence of current wetlands

- Absence of or value of woodlands
- Proximity to existing wetland
- Size of potential mitigation area (>10 acres on a single site preferred)
- Proportions (long narrow wetlands are more susceptible to invasive species impacting a site, increasing ongoing maintenance costs))

Initial examination noted that a number of the larger areas of hydric soils were removed from consideration as already developed or encumbered including:

- Liberty Park (Rouge River watershed)
- Regency (Rouge River watershed)
- Beck North Corporate Park (Rouge River watershed)
- Deerfield Elementary (Huron River watershed)
- Oberlin (Huron River watershed)
- Island Lake neighborhoods (Huron River watershed)
- Park Place (Huron River watershed)
- MSU Tollgate Farms has potential but is not likely to be available for the foreseeable future (Rouge River watershed)
- Several freeway areas appear to have had potential at one time but are now developed MDOT Right of Way. (Rouge River watershed)

Potential Wetland Bank Sites:

City owned properties:

- The City Park Property extending south behind Fire Station #4 - has some favorable soils but is heavily wooded and has a lot of existing wetlands as well. (Huron River watershed)
- DPW facility site on Lee BeGole Drive – has areas of appropriate soils but is currently in use by the City for support services. (Rouge River watershed)
- Lakeshore Park – limited area with potential deep in the park and at the expense of woodlands and future park development. (Rouge River watershed)
- Meadowbrook Commons – available undeveloped area is only about 1.2 acres (Rouge River watershed)
- City parcel 22-22-400-009 located north of 10 Mile west of Novi Road: This recently acquired parcel totals just over 8 acres and is sparsely wooded. The appropriate hydric soils appear in a limited area (less than 0.5 acres) adjacent to the 10 Mile Road right-of-way. (Rouge River watershed)

Non-City Owned parcels explored for further potential are as follows:

- Vacant parcels 22-14-451-012, -013, -015 and -017 along the west side of Lee BeGole Drive between 11 Mile and I-96. These parcels include a section of Bishop Creek and total 14.64 acres with an estimated 70% hydric soils. The property is currently listed for \$4,000,000 and has former industrial use and fill. These sites have a high development potential due to their proximity to the Town Center and freeway frontage. (Rouge River watershed)
- Residential parcel 22-17-400-028 owned by the Joanne Ward trust, totals 7.87 acres on the north side of 11 Mile (47460) west of Beck. Approximately 5.2 acres of the site has appropriate soils, bisected by a drain on the site. Not currently on the market, the property is assessed at approximately \$650,000. (Huron River watershed)

- Parcels 22-12-101-038, -035 and -051 are located at the southwest corner of 13 Mile and M-5. Totalling 8.82 acres. Crossed by the Seeley Drain, these parcels appear to have potential for approximately 2 acres of mitigation depending on actual site conditions adjacent to the drain. The parcels are currently listed with one adjacent parcel for \$1,950,000. (Rouge River watershed)
- West Park Drive and Railroad Tracks – 2 oddly shaped available areas with appropriate soils totaling approximately 3.4 acres. Only the property east of tracks, with 2.5 acres of potential area, is City-owned. (Rouge River watershed)
- Parcel 22-15-151-013 at 27070 Taft Road north of I-96. This 10.49 acres is crossed by the Walled Lake Branch of the Rouge River. Hydric soils appear to cover approximately 30% of the site. This parcel is currently listed for \$950,000. Combination with the single-family residential parcels to the north would be blocked by the adjacent ITC parcel. (Rouge River watershed)
- The expanded Bosco Park area – less than 1 acre of the site has suitable soils. (Huron River watershed)
- Parcels 22-32-100-015, 016, 021 Garfield Road near 9 Mile: former MDOT wetland mitigation site. This 106-acre site is encumbered by a May 2000 agreement that, among other stipulations, requires that “that the terrain, or lay of the land, not be altered or changed in any way” and is covered in its entirety by a Conservation Easement. (Huron River watershed)

ITC

Portions of the ITC corridor also showed promise but are deemed unlikely by staff as the City would need to acquire the underlying property from ITC or an easement in perpetuity satisfactory to the State for permanent use as a wetland mitigation bank. These areas are also predominantly long and narrow, making them susceptible to invasive species, likely increasing long-term maintenance costs. ITC staff indicated they would also evaluate the easement potential for each location on a site-by-site basis to determine utility conflicts or other conflicts that would prevent their use. (West line is in the Huron River watershed, east line is in the Rouge River watershed)

Conclusion:

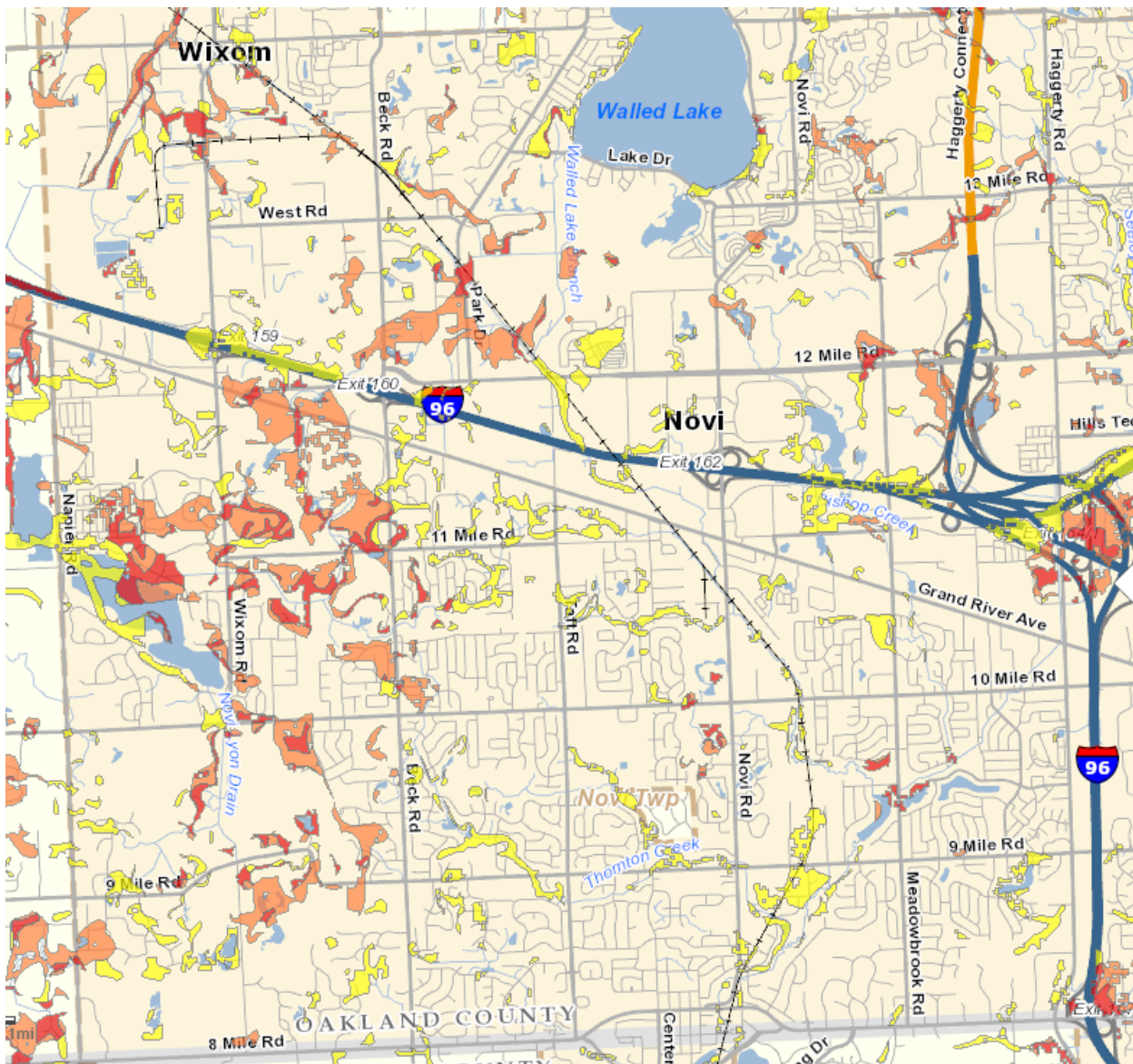
Based on the EGLE requirements for suitable areas for wetland mitigation areas, the requirements for creating a wetland mitigation bank, and the limited availability of large parcels of undeveloped land with appropriate soils and meeting the criteria listed above, the feasibility of the City creating wetland mitigation banks within the City is low and likely to be financially challenging, especially within the Rouge River watershed, which is heavily developed within the City limits.

While the possibility of creating mitigation areas for wetland impacts is only required for smaller impacts as required under the Novi Wetland Ordinance, not EGLE rules (size, location within a particular watershed) is greater, lack of suitable land availability within the City is still a challenge, as many developers have pointed out. While not subject to State Wetland Bank rules, a “local ordinance-only bank” would be of limited utility and application at essentially the same cost.

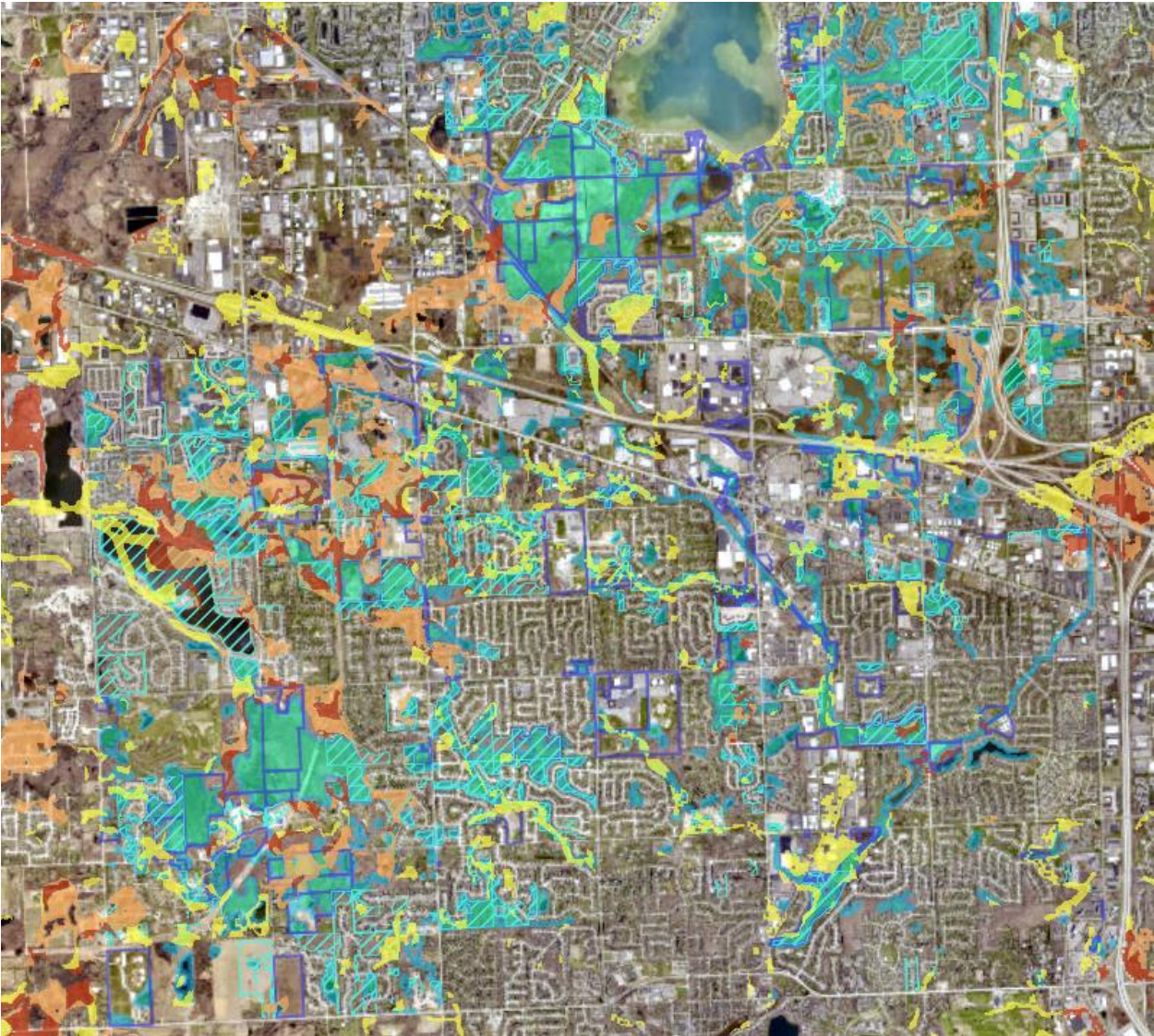
APPENDIX:

Hydric Soils mapping; EGLE maintains a high potential wetland layer on their online [Map Viewer](#) (following page)

Red and yellow map areas are most likely to have hydric soils and be suitable for restoration/mitigation bank activities.



Overlay of aerial photo, hydric soils, parcel boundaries, conservation easements, existing wetland areas and City owned publicly owned parcels:



Legend

Color/Pattern	Description	Acceptable to MDEQ?
Yellow	Hydric soils	Yes
Red	Hydric soils and pre-settlement wetlands	Yes
Orange	Pre-settlement wetlands	No
Aqua	Wetlands	
Slanted Lines	Conservation Easement	

MEMORANDUM



TO: VICTOR CARDENAS, INTERIM CITY MANAGER
FROM: JEFF MUCK, PRCS DIRECTOR
SUBJECT: PRCS GRANTS UPDATE
DATE: MAY 18, 2023

Mayor and Council –

FYI on PRCS efforts to secure various grant opportunities.

- Victor

Oakland County Senior Centers Grant

In December 2022, the Parks, Recreation, and Cultural Services Department (PRCS) submitted a grant application for \$250,000 to the Oakland County Senior Centers Grant Program for the development of pickleball courts at Meadowbrook Commons Activity Center. In late January, PRCS was notified that upon recommendation of the Healthy Aging Oakland County Ad Hoc Committee, the grant application was approved in the amount of \$150,000. The grant will help fund the addition of four courts with nets, fencing, shade, benches, and connector pathways.

PRCS and KMG staff have met twice with a focus group of four Meadowbrook Commons residents who have provided input on court design, programming, rules, and other items. Based on their feedback, the location of the courts is being moved to the northeast corner of the property (Meadowbrook Road and Cherry Hill) due to concerns with sound and disruption of the natural area in the area originally planned by the gazebo. The group also discussed expanding the parking lot in front of the Meadowbrook Activity Center as part of the project. An expansion will allow closer proximity parking to the center, which is frequently filled during classes and special events.

The conceptual plan will be shared with the PRCS Commission for input at their May meeting. PRCS staff plans to bring design award and updated project estimates to City Council this spring/summer. If approved, construction will take place in 2024.

Oakland County Northwest Park Grant

In April 2022, PRCS received a grant from Oakland County in the amount of \$100,000 for the development of Northwest Park, located on 12 Mile Road east of the Andelina Ridge Subdivision. The grant will be used towards park improvements, including gravel and natural walking paths as well as a nature-based play structure. A gravel parking lot was constructed in 2022 as part of the 12 Mile Road paving project. Currently, Spaulding DeDecker is working on the design of the trails, surveying trees, and determining the clearing and grading needs for the play structure. Additionally, the Parks, Recreation and Cultural Services Commission recommended working with Nature Playscapes to construct the play structure, and a motion is anticipated to be on the June 5 City Council Agenda. Construction will begin after July 1 as part of the FY 23-24 Capital Improvement Program. Oakland County will disburse grant funds as we provide documentation. Novi's disbursement will be received in late 2023, following the development of the trails and play structure.

State of Michigan Spark Grant for Wildlife Woods Parking and Pickleball Court Expansion

The DNR announced the results of the first round of applications for the Michigan Spark Grants in March. More than 460 applications totaling more than \$280 million in requests were received from across the state. **Novi's application was not funded.**

The response to the initial round of Michigan Spark Grants was much stronger and the ask much higher than with traditional DNR recreation grant programs. The program is made possible through American Rescue Plan Act funding, which is aimed at providing resources to communities negatively affected by the COVID-19 pandemic.

To embrace that intent, the DNR leveraged and combined public information and data sets about communities identified by the Spark Grant advisory group when establishing the program's financial and social considerations scoring category. This blend of local health and economic information, combined with a lack of access to nearby public park space, is one way to identify a subset of Michigan communities – “opportunity communities” – eligible for an additional path to support.

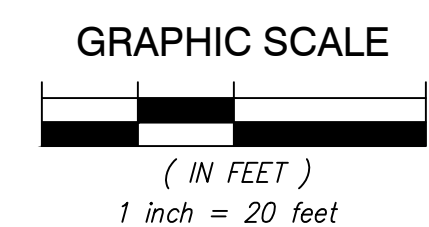
The data sets used (including those from the Centers for Disease Control and Prevention and the United Way) in both the Spark Grant financial and social scoring category as well as in identifying opportunity communities include:

- **Park density by municipality** – Those with fewer accessible public park spaces ranked higher on the list.
- **Financial considerations** – ALICE by census tract (based on the [United Way's "Asset Limited, Income Constrained, Employed"](#) standard for households earning just above the federal poverty level but not enough to make ends meet).
- **CDC Mental Health Disparity by census tract** – Communities with a higher percentage of residents living with mental health challenges ranked higher.
- **CDC Physical Health Disparity by census tract** – Communities with greater physical inactivity ranked higher.

As one of six scoring categories, this financial and social data ultimately helps determine which communities receive DNR-administered Spark Grant funding to build and improve public recreation spaces and facilities for their residents; the data also identified the top 39 communities – the “opportunity communities” – that will have the chance later this year to apply for \$27.5 million in Spark Grants through a partnership with the Council of Michigan Foundations. Only identified “opportunity communities” are eligible to apply for CMF-administered Spark Grant funding. Novi is not listed as an “opportunity community.”

Based on the scoring results of the application (Novi scored in Tier 10), the number of applicants versus limited funds, and the unlikelihood of receiving any funding, staff plans to not re-submit for the second round. Following are the first-round scoring statistics for reference:

Tiers	Score Range	Number of Apps	Cumulative	Total Request	Cumulative
Tier 1	Funded	21	21	\$14,178,900.00	\$14,178,900.00
Tier 2	83-89	10	31	\$4,804,600.00	\$18,983,500.00
Tier 3	80-82	20	51	\$11,729,600.00	\$30,713,100.00
Tier 4	77-79	39	90	\$27,618,200.00	\$58,331,300.00
Tier 5	74-76	45	135	\$28,802,100.00	\$87,133,400.00
Tier 6	70-73	62	197	\$39,466,100.00	\$126,599,500.00
Tier 7	67-69	55	252	\$32,215,400.00	\$158,814,900.00
Tier 8	64-66	55	307	\$33,418,400.00	\$192,233,300.00
Tier 9	60-63	56	363	\$36,648,900.00	\$228,882,200.00
Tier 10	0-59	99	462	\$52,115,700.00	\$280,997,900.00
		462		\$280,997,900.00	



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**MEADOWBROOK COMMONS
PICKLEBALL IMPROVEMENTS**

PARKING LAYOUT –

SECTION ###

TOWN RANGE XXX

CITY/TOWNSHIP CITY / TWP

COUNTY ###[illegible]

VERIFY SCALES

BAR IS ONE INCH ON ORIGINAL DRAWING
IF NOT ONE INCH ON THIS SHEET,
ADJUST SCALES ACCORDINGLY

DRAFTER ####		DATE ####	
DESIGNER ####		DATE ####	
CHECKED BY ####		DATE ####	
PROJECT MANAGER ####		BID PLAN DATE ####	
DEPARTMENT MANAGER APPROVAL ####		DATE ####	
JOB NO. ####		DRAWING NO. NV21003_XBT2	
SCALE: 1"=20'		SHEET NO. 1 OF	

OPINION OF PROBABLE CONSTRUCTION COST

PROJECT NAME: Meadowbrook Commons Pickleball Courts - Pickleball and Senior Center Parking
CLIENT NAME: City of Novi
PREPARED BY: NG/TER

PROJECT NO: NV21003
DATE: 04/10/23

NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
Pickleball and Senior Center Parking					
1	Bonds, Insurance and Mobilization (10% Max)	1	LS	\$ 51,900.00	\$ 51,900.00
2	Pre-Construction Audio-Visual	1	LS	\$ 2,600.00	\$ 2,600.00
3	Soil Erosion Control Measures	1	LS	\$ 5,200.00	\$ 5,200.00
4	Tree Protection	220	LF	\$ 24.00	\$ 5,280.00
5	Non-Contaminated Hazardous Waste Removal	411	CY	\$ 55.00	\$ 22,605.00
6	Soil Samples	1	LS	\$ 2,000.00	\$ 2,000.00
7	Curb and Gutter, Rem	330	FT	\$ 11.50	\$ 3,795.00
8	HMA, Rem	22	SY	\$ 10.00	\$ 220.00
9	Sidewalk, Rem	1,600	SF	\$ 3.00	\$ 4,800.00
10	Tree, Rem, Less than 6 inches	12	EA	\$ 200.00	\$ 2,400.00
11	Agg Base, 4-inch, Limestone	1,265	SY	\$ 22.00	\$ 27,830.00
12	Agg Base, 8-inch Limestone	1,160	SY	\$ 27.00	\$ 31,320.00
13	Sidewalk, Conc, 4 inch	1,990	SF	\$ 8.00	\$ 15,920.00
14	HMA	255	TON	\$ 200.00	\$ 51,000.00
15	Curb and Gutter, Conc	600	FT	\$ 29.00	\$ 17,400.00
16	Pavement Marking, 4 inch, White	808	FT	\$ 2.00	\$ 1,616.00
17	Grading	1	LS	\$ 20,000.00	\$ 20,000.00
18	Parking Area Storm Sewer Improvements	1	LS	\$ 20,000.00	\$ 20,000.00
19	Relocate Light Post	2	EA	\$ 3,000.00	\$ 6,000.00
20	Underdrain, 3-inch w/Geowrap	432	LF	\$ 48.00	\$ 20,736.00
21	Underdrain, 6-inch w/Geowrap	115	LF	\$ 72.00	\$ 8,280.00
22	Reinforced Court Pavement	9,000	SF	\$ 11.00	\$ 99,000.00
23	Acrylic Resurfacer, As Needed	60	GAL	\$ 60.00	\$ 3,600.00
24	Liquid Acrylic Surface	9,000	SF	\$ 2.00	\$ 18,000.00
25	Court Line Paint	800	LF	\$ 3.00	\$ 2,400.00
26	Pickleball Net, Complete	4	EA	\$ 3,000.00	\$ 12,000.00
27	8-Foot Chain Link Fence	453	LF	\$ 38.00	\$ 17,214.00
28	Chain Link Gates	4	EA	\$ 420.00	\$ 1,680.00
29	Benches	4	EA	\$ 1,800.00	\$ 7,200.00
30	Canopy Shade	4	EA	\$ 24,000.00	\$ 96,000.00
31	Restoration	1	LS	\$ 10,400.00	\$ 10,400.00
				Estimated Construction Cost Subtotal	\$ 588,396.00
				ENGINEERING FEES (9%):	\$ 52,956.00
				ROW ACQUISITION (\$2700/PERMANENT EASEMENT):	\$ -
				GEOTECHNICAL (2.5%):	\$ 14,710.00
				DESIGN CONTINGENCY (20%):	\$ 13,534.00
				CONSTRUCTION ADMINISTRATION (7.0%):	\$ 41,188.00
				Crew Days: 35 DAYS @ \$ 800.00	\$ 28,000.00
				CONSTRUCTION MATERIAL TESTING (2.5%):	\$ 14,710.00
				CONSTRUCTION CONTINGENCY (15%):	\$ 100,845.00
OPINION OF PROBABLE CONSTRUCTION COST				Total Estimated Construction Cost:	\$ 854,339.00

In providing opinions of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the Consultant's opinions of probable construction costs are made on the basis of the Consultant's professional judgement and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's opinion of probable construction cost.