



CITY COUNCIL AGENDA

CITY OF NOVI
Regular City Council Meeting
February 06, 2023 | 7:00 PM
Council Chambers | Novi Civic Center | 45175 Ten Mile Road
(248) 347-0460

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL – Mayor Gatt, Mayor Pro Tem Staudt, Council Members Casey, Crawford, Fischer, Smith, Thomas

APPROVAL OF AGENDA

PUBLIC HEARINGS

PRESENTATIONS

Legislative Update - State Senator Rosemary Bayer, Senate District 13

BOARDS AND COMMISSIONS PRESENTATIONS

[Presentations](#) for Applicants of Boards and Commissions

Jan Lach - Beautification

William Bluford - Building Authority

Patrick Torossian - CBA

Adrienne Breznau - Library

Priya Gurumurthy - Library

REPORTS

1. Manager/Staff
2. Attorney

AUDIENCE COMMENT – In order to hear all citizen comments at a reasonable hour, the City Council requests that speakers respect the three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to the City Clerk's Office no later than 12:00 P.M. the day of the meeting. The materials cannot be changed before the meeting.

CONSENT AGENDA REMOVALS AND APPROVALS – All items listed under Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in

which event the item will be removed from the Consent Agenda and considered at the end of the normal Agenda.

MATTERS FOR COUNCIL ACTION

1. Approval to enter an agreement with Axon Enterprise, Inc., sole source provider for the purchase of In-Car Camera and Body Cameras for the Novi Police Department in the amount of \$963,095.70, with final language and execution to be completed by the City Manager and City Attorney and amend the budget.

CONSENT AGENDA REMOVALS FOR COUNCIL ACTION – Consent Agenda items which have been removed for discussion and/or action.

AUDIENCE COMMENT – In order to hear all citizen comments at a reasonable hour, the City Council requests that speakers respect the three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to the City Clerk's Office no later than 12:00 P.M. the day of the meeting. The materials cannot be changed before the meeting.

COMMITTEE REPORTS

MAYOR AND COUNCIL ISSUES

COMMUNICATIONS

CONSENT AGENDA – Background information for Consent Agenda items is available for review at the City Clerk's Office.

- A. Approve Minutes of:
January 23, 2023 - Regular Meeting
- B. Approval of a resolution consolidating Precincts 16 & 17 and 24 & 25 for the May 2, 2023 election.
- C. Approval to award bid for the Novi Firearms Training Center annual bullet trap clean-out and rubber replacement to Best Technology Systems, Inc., the only qualified bidder, in the amount of \$39,500
- D. Approval of Resolution Appointing Julie Maday and John Samulak to the Economic Development Corporation Board of Directors and, conversely, remove Jeff Wainwright from the board.
- E. Approval of a Storm Drainage Facility Maintenance Easement Agreement from Lineage Logistics, LLC for Lineage Logistics Parking Lot Expansion, located on the North of Twelve Mile Road between Magellan and West Park Drive (parcel 50-22-09-176-019).
- F. Acceptance of two sidewalk easements and one highway easement associated with the Wixom Road Rehabilitation project in the amount of \$3,265.85.

- G. Consideration of request to transfer ownership of a Resort Class C and SDM licensed business from Steve & Rocky's of Novi, Inc. to RJ Loomis Productions, LLC., 43150 Grand River Ave., Novi, with Sunday Sales Permit (AM and PM).
- H. Approval to award Miracle Method Surfacing Refinishing the tile and partition refinishing project in the four restrooms on the City Hall side of the Civic Center in the amount of \$79,840.00.
- I. Approval of claims and warrants – Warrant 1125

ADJOURNMENT

SCHEDULED MEETINGS – All Regular Council meetings are held in the Council Chambers unless otherwise noted. For a complete listing of scheduled meetings, please visit the Event Calendar at cityofnovi.org.

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.

MEMORANDUM



TO: MAYOR GATT AND COUNCIL MEMBERS
CC: CORTNEY HANSON, CITY CLERK
FROM: MELISSA MORRIS, DEPUTY CITY CLERK
SUBJECT: PRESENTATIONS FOR BOARDS AND COMMISSIONS
DATE: JANUARY 31, 2023

Attached please find applications for the current openings on Boards and Commissions along with a ratings sheet and current Boards & Commissions Booklet List.

- Courtney Opalko (Beautification) is not seeking reappointment.
- Michael Thompson (CBA) is not seeking reappointment.
- Rob Ledbetter (CIA) is not seeking reappointment.

In accordance with Council Rules amended in February 2021, all boards and commissions candidates will present to City Council. Please see below for current openings for which candidates are presenting.

Board or Commission	Number of openings	Term expiration
Beautification Commission	3 full terms	03/01/2026
Building Authority	1 full term	03/01/2026
Construction Board of Appeals	2 full terms	03/01/2026
Corridor Improvement Authority	2 full terms	03/01/2026
Library Board	2 full terms	03/01/2026

Attendance records for those seeking reappointment:

Jan Lach (Beautification) – attended 11 of 11 (100%) meetings since March 2021.

Celia Todd (Beautification) – attended 11 of 19 (58%) meetings since March 2020.

William Bluford (Building Authority) – BA has not met since his appointment.

Patrick Torossian (CBA) – attended 4 of 6 (67%) meetings since March 2020.

Blair Bowman (CIA) – attended 6 of 6 (100%) meetings since March 2018.

Priya Gurumurthy (Library) – attended 13 of 14 (93%) meetings since March 2022.



CITY OF NOVI CITY COUNCIL
FEBRUARY 6, 2023

SUBJECT: Approval to enter an agreement with Axon Enterprise, Inc., sole source provider for the purchase of In-Car Camera and Body Cameras for the Novi Police Department in the amount of \$963,095.70, with final language and execution to be completed by the City Manager and City Attorney and amend the budget.

SUBMITTING DEPARTMENT: Public Safety – Police Department

EXPENDITURE REQUIRED	\$963,095.70
AMOUNT BUDGETED	\$0
APPROPRIATION REQUIRED	\$965,000
LINE ITEM NUMBER	101-301.00-980.006

BACKGROUND INFORMATION:

In the Fall of 2017, the WatchGuard In-Car camera systems with wireless microphones were installed in all marked patrol cars and in the fire command vehicle. These systems generally have about a 5-year operating life before they need to be replaced. The warranty also expires after 5-years. This would call for a complete replacement of the In-Car Camera system in the fall of 2022.

WatchGuard was purchased by Motorola. The other main company in this market is Axon. In reviewing the two companies, including feedback from area users, it is becoming clear that Axon has the better, more reliable product to offer in this area, and it is recommended that we make the transition to Axon In-Car and Body Camera products.

It is recommended that we use the Axon system, with the Fleet Camera system with ALPR, and Body Camera System with redaction assistant and automatic tagging.

Costs:

In-Car Fleet System:	\$397,122.70
(75) Body Cameras:	\$565,973.00
Total Axon Cost:	\$963,095.70

CLOUD Storage: The City of Novi Internet connection is currently maxed out and unable to handle a cloud storage option for the police department. The additional cost estimate from Novi IS to upgrade the connection is an additional \$1,000 per month in Internet costs for the police department. This is the pro-rata share of the police department's use for any upgraded connection.

Yearly Internet upgrade fee: \$1,000/month (\$12,000/year) (\$60,000/5-years)

The Axon Enterprise quote is for all new equipment, given the 5-year service life and warranty expiration that our equipment is facing now in 2022 and will continue to face in 2023. Given the importance of video in today's society, it is important to have fully functional equipment that maintains a high degree of reliability and regular 5-year replacement.

This quote is for 26 vehicles and two (2) motorcycles, which includes 24 police patrol cars and two (2) fire command vehicles. It also includes 75 wireless body cameras that integrate with the in-car system, as well as all related supporting equipment and cloud storage, and 5-year warranties on all equipment.

RECOMMENDED ACTION: Approval to enter an agreement with Axon Enterprise, Inc., sole source provider for the purchase of In-Car Camera and Body Cameras for the Novi Police Department in the amount of \$963,095.70, with final language and execution to be completed by the City Manager and City Attorney and amend the budget.



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AXON.COM

January 1, 2022

To: United States state, local and municipal law enforcement agencies

Re: Sole Source Letter for Axon Enterprise, Inc.'s Axon brand products and Axon Evidence (Evidence.com) Data Management Solutions¹

A sole source justification exists because the following goods and services required to satisfy the agency's needs are only manufactured and available for purchase from Axon Enterprise.

Axon Digital Evidence Solution Description

Axon Body 3 Video Camera (DVR)

- Improved video quality with reduced motion blur and better low-light performance
- Multi-mic audio—four built-in microphones
- Wireless upload option
- Gunshot detection and alerts
- Streaming audio and video capability
- "Find my camera" feature
- Verbal transcription with Axon Records (coming soon)
- End-to-end encryption
- Twelve-hour battery
- Up to 120-second buffering period to record footage before pressing record button

Axon Flex 2 Video Camera

- Video playback on mobile devices in the field via Bluetooth pairing
- Retina Low Light capability sensitive to less than 0.1 lux
- Audio tones to alert user of usage
- Low SD, high SD, low HD, and high HD resolution (customizable by the agency)
- Up to 120-second buffering period to record footage before pressing record button
- Multiple mounting options using magnetic attachment: head, collar, shoulder, helmet, ball cap, car dash, and Oakley sunglass mounts available
- 120-degree diagonal field of view camera lens, 102-degree horizontal field of view, and 55-degree vertical field of view

Axon Flex 2 Controller

- 12+ hours of battery operation per shift (even in recording mode)
- LED lights to show current battery level and operating mode
- Haptic notification available
- Tactical beveled button design for use in pocket
- Compatible with Axon Signal technology

Axon Air System

- Purpose-built solution for law enforcement UAV programs
- Supported applications on iOS and Android

¹ Axon is also the sole developer and offeror of the Evidence.com data management services. Evidence.com is both a division of Axon and a data management product solution offered by Axon. Evidence.com is not a separate corporate entity.



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- Automated tracking of pilot, aircraft, and flight logs
- Unlimited Storage of UAV data in Axon Evidence (Evidence.com)
- In application ingestion of data in Axon Evidence (Evidence.com)
- Axon Aware integration for live streaming and situational awareness

Axon Body 2 Video Camera

- Video playback on mobile devices in the field via Bluetooth pairing
- Retina Low Light capability sensitive to less than 1 lux
- Audio tones and haptic (vibration) notification to alert user of usage
- Audio mute during event option
- Wi-Fi capability
- High, medium, and low quality recording available (customizable by the agency)
- Up to 2-minute buffering period to record footage before pressing record button
- Multiple mounting options using holster attachment: shirt, vest, belt, and dash mounts available
- 12+ hours of battery operation per shift (even in recording mode)
- LED lights to show current battery level and operating mode
- 143-degree lens
- Includes Axon Signal technology

Axon Fleet 3 Camera

- High-definition Dual-View Camera with panoramic field of view, 12x zoom, and AI processing for automatic license plate reader (ALPR)
- High-definition Interior Camera with infrared illumination for back seat view in complete darkness
- Wireless Mic and Charging Base for capturing audio when outside of vehicle
- Fleet Hub with connectivity, global navigation satellite system (GNSS), secure solid-state storage, and Signal inputs
- Automatic transition from Buffering to Event mode with configurable Signals
- Video Recall records last 24 hours of each camera in case camera not activated for an event
- Intuitive mobile data terminal app, Axon Dashboard, for controlling system, reviewing video, quick tagging, and more
- Ability to efficiently categorize, play back and share all video and audio alongside other digital files on Evidence.com
- Multi-cam playback, for reviewing up to four videos, including body-worn and in-car footage, at the same time
- Fully integrated with Evidence.com services and Axon devices
- Automatic time synchronization with all Axon Fleet and other Axon on-officer cameras allows for multi-camera playback on Evidence.com.
- Prioritized upload to Evidence.com of critical event videos via 4G/LTE
- Wireless alerts from the TASER CEW Signal Performance Power Magazine (SPPM) and Signal Side Arm (SSA).
- Best-in-class install times, wireless updates and quick remote troubleshooting
- Optional Axon Aware live stream, alerts, and location updates for situational awareness
- Optional Axon ALPR hotlist alerts, plate read retention, and investigative search



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Axon Fleet 2 Camera

- Fully integrated with Axon Evidence services and Axon devices
- Automatic time synchronization with other Axon Fleet and Axon on-officer cameras allows for multi-camera playback on Axon Evidence.
- Immediate upload to Axon Evidence of critical event videos via 4G/LTE
- Wireless alerts from the TASER CEW Signal Performance Power Magazine (SPPM).
- Automatic transition from BUFFERING to EVENT mode in an emergency vehicle equipped with the Axon Signal Unit
- Decentralized system architecture without a central digital video recorder (DVR).
- Cameras that function independently and communicate wirelessly with the computer in the vehicle (MDT, MDC, MDU) for reviewing, tagging and uploading video.
- Wireless record alert based on Bluetooth communication from Axon Signal Vehicle when a configured input is enabled (e.g. emergency light, siren, weapon rack, etc.).
- Receives alerts from Axon Signal Sidearm.
- Plug-And-Play design allowing for cameras to be easily replaced and upgraded.
- Ability for an unlimited number of agency vehicles recording in the same vicinity with an Axon Fleet system to be automatically associated with one another when reviewing video in the video management platform. This feature is also supported across body cameras.

Axon Signal Unit (ASU)

- Communications device that can be installed in emergency vehicles.
- With emergency vehicle light bar activation, or other activation triggers, the Axon Signal Unit sends a signal. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode.

Axon Signal Performance Power Magazine (SPPM)

- Battery pack for the TASER X2 and X26P conducted electrical weapons
- Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode. Axon Signal technology only works with Axon cameras.

Axon Signal Sidearm Sensor

- Can be installed on common duty holsters
- Drawing a service handgun from the holster sends a signal from the Axon Signal Sidearm sensor. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode.

Axon Interview Solution

- High-definition cameras and microphones for interview rooms
- Covert or overt camera installations
- Touch-screen user interface
- Motion-based activation
- Up to 7-minute pre- and post-event buffering period
- Full hardware and software integration
- Upload to Axon Evidence services
- Interview room files can be managed under the same case umbrella as files from Axon on-officer cameras and Axon Fleet cameras; i.e., Axon video of an arrest and



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- interview room video are managed as part of the same case in Axon Evidence
- Dual integration of on-officer camera and interview room camera with Axon Evidence digital evidence solution

Axon Signal Technology

- Sends a broadcast of status that compatible devices recognize when certain status changes are detected
- Only compatible with TASER and Axon products

Axon Dock

- Automated docking station uploads to Axon Evidence services through Internet connection
- No computer necessary for secure upload to Axon Evidence
- Charges and uploads simultaneously
- The Axon Dock is tested and certified by TUV Rheinland to be in compliance with UL 60950-1: 2007 R10.14 and CAN/ CSA-C22.2 NO.60950-I-07+A1:2011+A2:2014 Information Technology Equipment safety standards.

Axon Evidence Data Management System

- Software as a Service (SaaS) delivery model that allows agencies to manage and share digital evidence without local storage infrastructure or software needed
- SaaS model reduces security and administration by local IT staff: no local installation required
- Automatic, timely security upgrades and enhancements deployed to application without the need for any local IT staff involvement
- Securely share digital evidence with other agencies or prosecutors without creating copies or requiring the data to leave your agency's domain of control
- Controlled access to evidence based on pre-defined roles and permissions and pre-defined individuals
- Password authentication includes customizable security parameters: customizable password complexity, IP-based access restrictions, and multi-factor authentication support
- Automated category-based evidence retention policies assists with efficient database management
- Ability to recover deleted evidence within seven days of deletion
- Stores and supports all major digital file types: .mpeg, .doc, .pdf, .jpeg, etc.
- Requires NO proprietary file formats
- Ability to upload files directly from the computer to Axon Evidence via an Internet browser
- Data Security: Robust Transport Layer Security (TLS) implementation for data in transit and 256-bit AES encryption for data in storage
- Security Testing: Independent security firms perform in-depth security and penetration testing
- Reliability: Fault- and disaster-tolerant infrastructure in at least 4 redundant data centers in both the East and West regions of the United States
- Chain-of-Custody: Audit logs automatically track all system and user activity. These logs cannot be edited or deleted, even by account administrators and IT staff
- Protection: With no on-site application, critical evidence stored in Axon Evidence is protected from local malware that may penetrate agency infrastructure



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- **Stability:** Axon Enterprise is a publicly traded company with stable finances and funding, reducing concerns of loss of application support or commercial viability
- Application and data protected by a CJIS and ISO 27001 compliant information security program
- Dedicated information security department that protects Axon Evidence and data with security monitoring, centralized event log analysis and correlation, advanced threat and intrusion protection, and incident response capabilities
- Redact videos easily within the system, create tags, markers and clips, search 7 fields in addition to 5 category-based fields, create cases for multiple evidence files

Axon Evidence for Prosecutors

- All the benefits of the standard Axon Evidence services
- Ability to share information during the discovery process
- Standard licenses available for free to prosecutors working with agencies already using Axon Evidence services
- Unlimited storage for data collected by Axon cameras and Axon Capture

Axon Capture Application

- Free app for iOS and Android mobile devices
- Allows users to capture videos, audio recordings, and photos and upload these files to their Axon Evidence account from the field
- Allows adding metadata to these files, such as: Category, Title, Case ID, and GPS data

Axon Commander Services

- On-premises data management platform
- Chain of custody reports with extensive audit trail
- Automated workflows, access control, storage, and retention
- Compatible with multiple file formats

Axon View Application

- Free app for iOS and Android mobile devices
- Allows user to view the camera feed from a paired Axon Body, Axon Body 2, Axon Flex, or Axon Flex 2 camera in real-time
- Allows for playback of videos stored on a paired Axon Body, Axon Body 2, Axon Flex, or Axon Flex 2 system
- Allows adding meta-data to videos, such as: Category, Title, Case ID, and GPS data

Axon Records

- Continuously improving automated report writing by leveraging AI and ML on officer recorded video, photo, and audio from BWC, In-Car, Mobile App (Axon Capture), or other digital media
- Collaborative report writing through instantly synced workspaces allowing officers to delegate information gathering on scene
- Instant access to records allowing detectives to begin their investigation and records clerks to update information exchanges on things like missing people or stolen property as soon as possible
- Complete leveraging of Axon Evidence sharing to allow fast, efficient, digital, and secure sharing of records and cases to DAs and Prosecutors



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- Robust API and SDK allows data to be easily ingested and pushed out to other systems—preventing data silos
- Deep integration with Axon Evidence putting video at the heart of the record and automating the process of tagging and categorizing digital evidence stored in Axon Evidence
- Automatic association of digital evidence to the record and incident through Axon Evidence integration
- In context search of master indexes (people, vehicles, locations, charges)—promoting efficient report writing through prefilling of existing data which promotes clean and deduped data in the system
- Quick views for users to track calls for service and reports in draft, ready for review, kicked back for further information, or submitted to Records for archiving.
- Federal and State IBRS fields are captured and validated—ensuring the officer knows what fields to fill and what information needs to be captured
- Intuitive validation ensures officers know what information to submit without being burdened by understanding the mapping of NIBRS to state or local crime codes
- Ability to create custom forms and add custom fields to incident reports—allowing your agency to gather the information you find valuable
- Software as a Service (SaaS) delivery model that allows agencies to write, manage, and share digital incident reports without local storage infrastructure or software needed
- SaaS model reduces security and administration by local IT staff: no local installation required
- Automatic, timely security upgrades and enhancements deployed to application without the need for any local IT staff involvement
- Securely share records and cases with other agencies or prosecutors without creating copies or requiring the data to leave your agency's domain of control
- Controlled access based on pre-defined users, groups, and permissions
- Password authentication includes customizable security parameters: customizable password complexity, IP-based access restrictions, and multi-factor authentication support
- Security Testing: Independent security firms perform in-depth security and penetration testing
- Reliability: Fault- and disaster-tolerant infrastructure in at least 4 redundant data centers in both the East and West regions of the United States
- Chain-of-Custody: Audit logs automatically track all system and user activity. These logs cannot be edited or deleted, even by account administrators and IT staff

Axon Standards

- Internal affairs and professional standards reporting
- Customizable information display, including custom forms
- Customizable workflows and user groups
- Automated alerts
- Compatible with digital documents, photos, and videos
- Connection with Transcription (beta)
- Shared Index with evidence.com and Records
- Data Warehouse allowing custom summary reports and integration into 3rd party analytic tools.



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- Workflow analytics to provide SLA on throughputs
- Integration with the TASER 7 CEW for automatically pulling firing logs (alpha)
- Available as an option for Axon Records
- Automatically bundled with Officer Safety Plan 7+

Axon Professional Services

- Dedicated implementation team
- Project management and deployment best practices aid
- Training and train-the-trainer sessions
- Integration services with other systems

Axon Auto-Transcribe

- Transcribes audio to text, producing a time-synchronized transcript of incidents
- Allows searches for keywords (e.g., names, and addresses)
- Embedded time stamps when critical details were said and events occurred
- Produce transcripts in substantially less time than with manual methods
- Pull direct quotes and witness statements directly into reports

Axon Support Engineer:

- Dedicated Axon Regional/Resident Support Engineer Services
- Quarterly onsite visits
- Solution and Process Guidance custom to your agency
- White-Glove RMA and TAP (if applicable) Service for devices
- Monthly Product Usage Analysis
- Resident Support Engineer also includes onsite product maintenance, troubleshooting, and beta testing assistance

Axon Respond for Dispatch (CAD)

- Integration with Axon Respond for Devices (Axon Body 3) for location and/or live streaming in CAD.
- Integration with TASER 7 CEW devices for enhanced situational awareness.
- Native ESRI based mapping with ability to connect to ESRI online communities and your agency's local ArcGIS data.
- SaaS model reduces security and administration by local IT staff: no local installation
- Robust API and SDK allows data to be easily ingested and pushed out to other systems -- preventing data silos.
- Complete leveraging of Axon Evidence (evidence.com) sharing to allow fast, efficient, digital and secure sharing of data to DAs and Prosecutors.
- Future versions/enhancements included with minimal down time and no need to purchase an upgrade to the latest version.
- Native integration with Axon Records.
- Reliability: Fault – and disaster – tolerant infrastructure in at least four redundant data centers in both the East and West regions of the United States.
- Security Testing: Independent security firms perform in depth security and penetration testing.
- Automatic, timely security upgrades and enhancements deployed to application without the need for any local IT staff involvement.



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Axon Customer Support

- Online and email-based support available 24/7
- Human phone-based support available Monday–Friday 7:00 AM–5:00 PM MST; support is located in Scottsdale, AZ, USA
- Library of webinars available 24/7
- Remote-location troubleshooting



Axon Brand Model Numbers

1. Axon Body 3 Camera Model: 73202
2. Axon Flex 2 Cameras:
 - Axon Flex 2 Camera (online) Model: 11528
 - Axon Flex 2 Camera (offline) Model: 11529
3. Axon Flex 2 Controller Model: 11532
4. Axon Flex 2 USB Sync Cable Model: 11534
5. Axon Flex 2 Coiled Cable, Straight to Right Angle, 48" (1.2 m)
6. Axon Flex 2 Camera Mounts:
 - Oakley Flak Jacket Kit Model: 11544
 - Collar Mount Model: 11545
 - Oakley Clip Model: 11554
 - Epaulette Mount Model: 11546
 - Ballcap Mount Model: 11547
 - Ballistic Vest Mount Model: 11555
7. Universal Helmet Mount Model: 11548
8. Axon Air System with Axon Evidence (Evidence.com) 5-Year License Model: 12332
9. Axon Body 2 Camera Model: 74001
10. Axon Body 2 Camera Mounts:
 - Axon RapidLock Velcro Mount Model: 74054
11. Axon Flex 2 Controller and Axon Body 2 Camera Mounts:
 - Z-Bracket, Men's, Axon RapidLock Model: 74018
 - Z-Bracket, Women's Axon RapidLock Model: 74019
 - Magnet, Flexible, Axon RapidLock Model: 74020
 - Magnet, Outerwear, Axon RapidLock Model: 74021
 - Small Pocket, 4" (10.1 cm), Axon RapidLock Model: 74022
 - Large Pocket, 6" (15.2 cm), Axon RapidLock Model: 74023



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- MOLLE Mount, Single, Axon RapidLock Model: 11507
 - MOLLE Mount, Double, Axon RapidLock Model: 11508
 - Belt Clip Mount, Axon RapidLock Model: 11509
12. Axon Fleet Camera
- Axon Fleet 2 Front Camera: 71079
 - Axon Fleet 2 Front Camera Mount: 71080
 - Axon Fleet 2 Rear Camera: 71081
 - Axon Fleet 2 Rear Camera Controller: 71082
 - Axon Fleet 2 Rear Camera Controller Mount: 71083
 - Axon Fleet Battery System: 74024
 - Axon Fleet Bluetooth Dongle: 74027
13. Axon Signal Unit Model: 70112
14. Axon Dock Models:
- Axon Dock – Individual Bay and Core for Axon Flex 2
 - Axon Dock – 6-Bay and Core for Axon Flex 2
 - Individual Bay for Axon Flex 2 Model: 11538
 - Core (compatible with all Individual Bays and 6-Bays) Model: 70027
 - Wall Mount Bracket Assembly for Axon Dock: 70033
 - Axon Dock – Individual Bay and Core for Axon Body 2 and Axon Fleet Model 74009
 - Axon Dock – 6-Bay and Core for Axon Body 2 and Axon Fleet Model 74008
 - Individual Bay for Axon Body 2 and Axon Fleet Model: 74011
15. Axon Signal Performance Power Magazine (SPPM) Model: 70116

Axon Product Packages

1. Officer Safety Plan: includes a CEW, Axon camera and Dock upgrade, and Axon Evidence license and storage. See your Sales Representative for further details and Model numbers.
2. TASER Assurance Plan (TAP): Hardware extended coverage, Spare Products (for Axon cameras), and Upgrade Models, for the Axon Flex camera and controller, Axon Body camera, and Axon Dock. (The TAP is available only through Axon Enterprise, Inc.)

SOLE AUTHORIZED DISTRIBUTOR FOR AXON BRAND PRODUCTS	SOLE AUTHORIZED REPAIR FACILITY FOR AXON BRAND PRODUCTS
Axon Enterprise, Inc. 17800 N. 85th Street, Scottsdale, AZ 85255 Phone: 480-905-2000 or 800-978-2737 Fax: 480-991-0791	Axon Enterprise, Inc. 17800 N. 85th Street, Scottsdale, AZ 85255 Phone: 480-905-2000 or 800-978-2737 Fax: 480-991-0791

Please contact your local Axon sales representative or call us at 1-800-978-2737 with any questions.

Sincerely,



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A handwritten signature in black ink, appearing to read 'Josh Isner'.

Josh Isner
Chief Revenue Officer
Axon Enterprise, Inc.

Android is a trademark of Google, Inc., Bluetooth is a trademark of the Bluetooth SIG, Flak Jacket is a trademark of Oakley, Inc, iPod Touch is a trademark of Apple Inc, iOS is a trademark of Cisco, LTE is a trademark of the European Telecommunications Standards Institute, Shoei is a trademark of Shoei Co., Ltd., VELCRO is a trademark of Velcro Industries, B.V., and Wi-Fi is a trademark of the Wi-Fi Alliance.

▲, ▲ AXON, Axon, Axon Evidence, Axon Flex, Axon InterviewFleet, X2, X26, TASER 7, and TASER are trademarks of Axon Enterprise, Inc., some of which are registered in the US and other countries. For more information, visit www.axon.com/legal. All rights reserved. © 2020 Axon Enterprise, Inc.

Non-Binding Budgetary Estimate



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-418440-44960.019KH

Issued: 02/02/2023

Quote Expiration: 12/31/2023

Estimated Contract Start Date: 04/01/2024

Account Number: 110373

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Business;Delivery-45125 W 10 Mile Rd 45125 W 10 Mile Rd Novi, MI 48375-3006 USA	Novi Police Dept. - MI 45125 W 10 Mile Rd Novi, MI 48375-3006 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Kyle Hites Phone: Email: khites@axon.com Fax:	Keith Wuotinen Phone: (248) 348-7100 Email: kwuotinen@cityofnovi.org Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$397,122.70
ESTIMATED TOTAL W/ TAX	\$397,122.70

Discount Summary

Average Savings Per Year	\$11,807.38
TOTAL SAVINGS	\$59,036.90

Payment Summary

Date	Subtotal	Tax	Total
Mar 2024	\$79,424.58	\$0.00	\$79,424.58
Mar 2025	\$79,424.53	\$0.00	\$79,424.53
Mar 2026	\$79,424.53	\$0.00	\$79,424.53
Mar 2027	\$79,424.53	\$0.00	\$79,424.53
Mar 2028	\$79,424.53	\$0.00	\$79,424.53
Total	\$397,122.70	\$0.00	\$397,122.70

Quote Unbundled Price:	\$456,159.60
Quote List Price:	\$397,129.20
Quote Subtotal:	\$397,122.70

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
Fleet3A	Fleet 3 Advanced	26	60	\$292.41	\$254.57	\$254.57	\$397,122.70	\$0.00	\$397,122.70
Total							\$397,122.70	\$0.00	\$397,122.70

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Estimated Delivery Date
Fleet 3 Advanced	11634	CRADLEPOINT IBR900-1200M-B-NPS+5YR NETCLOUD	26	03/01/2024
Fleet 3 Advanced	70112	AXON SIGNAL UNIT	26	03/01/2024
Fleet 3 Advanced	71200	FLEET ANT, AIRGAIN, 5-IN-1, 2LTE, 2WIFI, 1GNSS, BL	26	03/01/2024
Fleet 3 Advanced	72034	FLEET SIM INSERTION, VZW	26	03/01/2024
Fleet 3 Advanced	72036	FLEET 3 STANDARD 2 CAMERA KIT	26	03/01/2024
Fleet 3 Advanced	72040	FLEET REFRESH, 2 CAMERA KIT	26	03/01/2029

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Advanced	80400	FLEET, VEHICLE LICENSE	26	04/01/2024	03/31/2029
Fleet 3 Advanced	80401	FLEET 3, ALPR LICENSE, 1 CAMERA	26	04/01/2024	03/31/2029
Fleet 3 Advanced	80402	RESPOND DEVICE LICENSE - FLEET 3	26	04/01/2024	03/31/2029
Fleet 3 Advanced	80410	FLEET, UNLIMITED STORAGE, 1 CAMERA	52	04/01/2024	03/31/2029

Services

Bundle	Item	Description	QTY
Fleet 3 Advanced	73391	FLEET 3 NEW INSTALLATION (PER VEHICLE)	26

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Advanced	80379	EXT WARRANTY, AXON SIGNAL UNIT	26	04/01/2024	03/31/2029
Fleet 3 Advanced	80495	EXT WARRANTY, FLEET 3, 2 CAMERA KIT	26	02/01/2025	03/31/2029

Payment Details

Mar 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	Fleet3A	Fleet 3 Advanced	26	\$79,424.58	\$0.00	\$79,424.58
Total				\$79,424.58	\$0.00	\$79,424.58
Mar 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	Fleet3A	Fleet 3 Advanced	26	\$79,424.53	\$0.00	\$79,424.53
Total				\$79,424.53	\$0.00	\$79,424.53
Mar 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	Fleet3A	Fleet 3 Advanced	26	\$79,424.53	\$0.00	\$79,424.53
Total				\$79,424.53	\$0.00	\$79,424.53
Mar 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	Fleet3A	Fleet 3 Advanced	26	\$79,424.53	\$0.00	\$79,424.53
Total				\$79,424.53	\$0.00	\$79,424.53
Mar 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	Fleet3A	Fleet 3 Advanced	26	\$79,424.53	\$0.00	\$79,424.53
Total				\$79,424.53	\$0.00	\$79,424.53

Non-Binding Budgetary Estimate

This Rough Order of Magnitude estimate is being provided for budgetary and planning purposes only. It is non-binding and is not considered a contractable offer for sale of Axon goods or services.

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.



Non-Binding Budgetary Estimate



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-454982-44960.018KH

Issued: 02/02/2023

Quote Expiration: 07/01/2023

Estimated Contract Start Date: 08/01/2023

Account Number: 110373

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Business;Delivery-45125 W 10 Mile Rd 45125 W 10 Mile Rd Novi, MI 48375-3006 USA	Novi Police Dept. - MI 45125 W 10 Mile Rd Novi, MI 48375-3006 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Kyle Hites Phone: Email: khites@axon.com Fax:	Keith Wuotinen Phone: (248) 348-7100 Email: kwuotinen@cityofnovi.org Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$565,973.00
ESTIMATED TOTAL W/ TAX	\$565,973.00

Discount Summary

Average Savings Per Year	\$3,793.68
TOTAL SAVINGS	\$18,968.40

Payment Summary

Date	Subtotal	Tax	Total
Jul 2023	\$183,683.56	\$0.00	\$183,683.56
Jul 2024	\$95,572.36	\$0.00	\$95,572.36
Jul 2025	\$95,572.36	\$0.00	\$95,572.36
Jul 2026	\$95,572.36	\$0.00	\$95,572.36
Jul 2027	\$95,572.36	\$0.00	\$95,572.36
Total	\$565,973.00	\$0.00	\$565,973.00

Quote Unbundled Price:	\$584,941.40
Quote List Price:	\$557,048.00
Quote Subtotal:	\$565,973.00

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	8	60	\$72.24	\$34.66	\$34.66	\$16,636.80	\$0.00	\$16,636.80
BWCamTAP	Body Worn Camera TAP Bundle	75	60	\$34.69	\$32.50	\$32.50	\$146,250.00	\$0.00	\$146,250.00
A la Carte Hardware									
71044	BATTERY, SIGNAL SIDEARM, CR2430 SINGLE PACK	150			\$1.00	\$1.00	\$150.00	\$0.00	\$150.00
75015	SIGNAL SIDEARM KIT	75			\$249.00	\$249.00	\$18,675.00	\$0.00	\$18,675.00
AB3C	AB3 Camera Bundle	75			\$749.00	\$749.00	\$56,175.00	\$0.00	\$56,175.00
AB3MBD	AB3 Multi Bay Dock Bundle	8			\$1,638.90	\$1,638.90	\$13,111.20	\$0.00	\$13,111.20
A la Carte Software									
73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	75	60		\$24.00	\$24.00	\$108,000.00	\$0.00	\$108,000.00
73682	AUTO TAGGING LICENSE	75	60		\$9.00	\$9.00	\$40,500.00	\$0.00	\$40,500.00
73478	REDACTION ASSISTANT USER LICENSE	75	60		\$9.00	\$9.00	\$40,500.00	\$0.00	\$40,500.00
BasicLicense	Basic License Bundle	80	60		\$15.00	\$16.25	\$78,000.00	\$0.00	\$78,000.00
ProLicense	Pro License Bundle	15	60		\$39.00	\$42.25	\$38,025.00	\$0.00	\$38,025.00
A la Carte Services									
85144	AXON STARTER	1			\$9,950.00	\$9,950.00	\$9,950.00	\$0.00	\$9,950.00
Total							\$565,973.00	\$0.00	\$565,973.00

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Estimated Delivery Date
AB3 Camera Bundle	11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2	83	07/01/2023
AB3 Camera Bundle	73202	AXON BODY 3 - NA10 - US - BLK - RAPIDLOCK	75	07/01/2023
AB3 Camera Bundle	73202	AXON BODY 3 - NA10 - US - BLK - RAPIDLOCK	2	07/01/2023
AB3 Camera Bundle	74028	WING CLIP MOUNT, AXON RAPIDLOCK	83	07/01/2023
AB3 Multi Bay Dock Bundle	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	8	07/01/2023
AB3 Multi Bay Dock Bundle	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK	8	07/01/2023
AB3 Multi Bay Dock Bundle	74210	AXON BODY 3 - 8 BAY DOCK	8	07/01/2023
A la Carte	71044	BATTERY, SIGNAL SIDEARM, CR2430 SINGLE PACK	150	07/01/2023
A la Carte	75015	SIGNAL SIDEARM KIT	75	07/01/2023
Body Worn Camera Multi-Bay Dock TAP Bundle	73689	MULTI-BAY BWC DOCK 1ST REFRESH	8	01/01/2026
Body Worn Camera TAP Bundle	73309	AXON CAMERA REFRESH ONE	77	01/01/2026
Body Worn Camera Multi-Bay Dock TAP Bundle	73688	MULTI-BAY BWC DOCK 2ND REFRESH	8	07/01/2028
Body Worn Camera TAP Bundle	73310	AXON CAMERA REFRESH TWO	77	07/01/2028

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Basic License Bundle	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE-	80	08/01/2023	07/31/2028
Basic License Bundle	73840	EVIDENCE.COM BASIC ACCESS LICENSE	80	08/01/2023	07/31/2028
Pro License Bundle	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE-	45	08/01/2023	07/31/2028
Pro License Bundle	73746	PROFESSIONAL EVIDENCE.COM LICENSE	15	08/01/2023	07/31/2028
A la Carte	73478	REDACTION ASSISTANT USER LICENSE	75	08/01/2023	07/31/2028
A la Carte	73682	AUTO TAGGING LICENSE	75	08/01/2023	07/31/2028
A la Carte	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	75	08/01/2023	07/31/2028

Services

Bundle	Item	Description	QTY
A la Carte	85144	AXON STARTER	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Body Worn Camera Multi-Bay Dock TAP Bundle	80465	EXT WARRANTY, MULTI-BAY DOCK (TAP)	8	08/01/2023	07/31/2028
Body Worn Camera TAP Bundle	80464	EXT WARRANTY, CAMERA (TAP)	75	07/01/2024	07/31/2028
Body Worn Camera TAP Bundle	80464	EXT WARRANTY, CAMERA (TAP)	2	07/01/2024	07/31/2028

Payment Details

Jul 2023						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	71044	BATTERY, SIGNAL SIDEARM, CR2430 SINGLE PACK	150	\$150.00	\$0.00	\$150.00
Year 1	73478	REDACTION ASSISTANT USER LICENSE	75	\$8,100.00	\$0.00	\$8,100.00
Year 1	73682	AUTO TAGGING LICENSE	75	\$8,100.00	\$0.00	\$8,100.00
Year 1	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	75	\$21,600.00	\$0.00	\$21,600.00
Year 1	75015	SIGNAL SIDEARM KIT	75	\$18,675.00	\$0.00	\$18,675.00
Year 1	85144	AXON STARTER	1	\$1,990.00	\$0.00	\$1,990.00
Year 1	AB3C	AB3 Camera Bundle	75	\$56,175.00	\$0.00	\$56,175.00
Year 1	AB3MBD	AB3 Multi Bay Dock Bundle	8	\$13,111.20	\$0.00	\$13,111.20
Year 1	BasicLicense	Basic License Bundle	80	\$15,600.00	\$0.00	\$15,600.00
Year 1	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	8	\$3,327.36	\$0.00	\$3,327.36
Year 1	BWCamTAP	Body Worn Camera TAP Bundle	75	\$29,250.00	\$0.00	\$29,250.00
Year 1	ProLicense	Pro License Bundle	15	\$7,605.00	\$0.00	\$7,605.00
Total				\$183,683.56	\$0.00	\$183,683.56

Jul 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	73478	REDACTION ASSISTANT USER LICENSE	75	\$8,100.00	\$0.00	\$8,100.00
Year 2	73682	AUTO TAGGING LICENSE	75	\$8,100.00	\$0.00	\$8,100.00
Year 2	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	75	\$21,600.00	\$0.00	\$21,600.00
Year 2	85144	AXON STARTER	1	\$1,990.00	\$0.00	\$1,990.00
Year 2	BasicLicense	Basic License Bundle	80	\$15,600.00	\$0.00	\$15,600.00
Year 2	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	8	\$3,327.36	\$0.00	\$3,327.36
Year 2	BWCamTAP	Body Worn Camera TAP Bundle	75	\$29,250.00	\$0.00	\$29,250.00
Year 2	ProLicense	Pro License Bundle	15	\$7,605.00	\$0.00	\$7,605.00
Total				\$95,572.36	\$0.00	\$95,572.36

Jul 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	73478	REDACTION ASSISTANT USER LICENSE	75	\$8,100.00	\$0.00	\$8,100.00
Year 3	73682	AUTO TAGGING LICENSE	75	\$8,100.00	\$0.00	\$8,100.00
Year 3	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	75	\$21,600.00	\$0.00	\$21,600.00
Year 3	85144	AXON STARTER	1	\$1,990.00	\$0.00	\$1,990.00
Year 3	BasicLicense	Basic License Bundle	80	\$15,600.00	\$0.00	\$15,600.00
Year 3	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	8	\$3,327.36	\$0.00	\$3,327.36
Year 3	BWCamTAP	Body Worn Camera TAP Bundle	75	\$29,250.00	\$0.00	\$29,250.00
Year 3	ProLicense	Pro License Bundle	15	\$7,605.00	\$0.00	\$7,605.00
Total				\$95,572.36	\$0.00	\$95,572.36

Jul 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	73478	REDACTION ASSISTANT USER LICENSE	75	\$8,100.00	\$0.00	\$8,100.00

Non-Binding Budgetary Estimate

Jul 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	73682	AUTO TAGGING LICENSE	75	\$8,100.00	\$0.00	\$8,100.00
Year 4	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	75	\$21,600.00	\$0.00	\$21,600.00
Year 4	85144	AXON STARTER	1	\$1,990.00	\$0.00	\$1,990.00
Year 4	BasicLicense	Basic License Bundle	80	\$15,600.00	\$0.00	\$15,600.00
Year 4	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	8	\$3,327.36	\$0.00	\$3,327.36
Year 4	BWCamTAP	Body Worn Camera TAP Bundle	75	\$29,250.00	\$0.00	\$29,250.00
Year 4	ProLicense	Pro License Bundle	15	\$7,605.00	\$0.00	\$7,605.00
Total				\$95,572.36	\$0.00	\$95,572.36

Jul 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	73478	REDACTION ASSISTANT USER LICENSE	75	\$8,100.00	\$0.00	\$8,100.00
Year 5	73682	AUTO TAGGING LICENSE	75	\$8,100.00	\$0.00	\$8,100.00
Year 5	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	75	\$21,600.00	\$0.00	\$21,600.00
Year 5	85144	AXON STARTER	1	\$1,990.00	\$0.00	\$1,990.00
Year 5	BasicLicense	Basic License Bundle	80	\$15,600.00	\$0.00	\$15,600.00
Year 5	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	8	\$3,327.36	\$0.00	\$3,327.36
Year 5	BWCamTAP	Body Worn Camera TAP Bundle	75	\$29,250.00	\$0.00	\$29,250.00
Year 5	ProLicense	Pro License Bundle	15	\$7,605.00	\$0.00	\$7,605.00
Total				\$95,572.36	\$0.00	\$95,572.36

Non-Binding Budgetary Estimate

This Rough Order of Magnitude estimate is being provided for budgetary and planning purposes only. It is non-binding and is not considered a contractable offer for sale of Axon goods or services.

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.



RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment for the purchase of In-Car Cameras and Body
Cameras for the Novi Police Department is authorized:

	INCREASE (DECREASE)
General Fund	
EXPENDITURES	
Public Safety: Police Department	
Capital Outlay	965,000
TOTAL EXPENDITURES	\$ 965,000
Net Increase (Decrease) to Fund Balance	\$ (965,000)

I hereby certify that the foregoing is a true and complete copy of a
resolution adopted by the City Council of the City of Novi
at a regular meeting held on Monday, February 6, 2023.

Cortney Hanson
City Clerk

**REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, JANUARY 23, 2023 AT 7:00 P.M.**

Mayor Gatt called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Gatt, Mayor Pro Tem Staudt, Council Members Casey, Crawford, Fischer, Smith, Thomas

ALSO PRESENT: Victor Cardenas, Interim City Manager
Tom Schultz, City Attorney

APPROVAL OF AGENDA:

Mayor Gatt said we have two firms interviewing this evening to be our Executive Search Firm. He mentioned after number two, there may be discussion or may not be discussion of the Council, as to any motions to approve or not approve.

CM 23-01-004 Moved by Fischer, seconded by Casey; CARRIED UNANIMOUSLY

To approve the Agenda as presented.

Roll call vote on CM 23-01-004	Yeas: Staudt, Casey, Crawford, Fischer, Smith, Thomas, Gatt
	Nays: None

PUBLIC HEARINGS: None

PRESENTATIONS: None

MANAGER/STAFF REPORT: None

ATTORNEY REPORT: None

AUDIENCE COMMENTS:

Marian Mahoney said she has lived in Novi for 27 years. She said she wanted to comment on the topic of the proposed Public Safety Building Needs Committee. She believed that we could all agree that public safety is the most important responsibility of our local government. She was happy to hear the discussion at the last Council meeting on this topic, and clearly our Mayor and City Council agree that it is of utmost importance that we need to provide the facilities equipment and resources to our Public Safety staff. She was excited to the resolution to move forward on the Public Safety Buildings Needs Committee. However, she said after she read the resolution, she was surprised and quite disappointed to see the list of the committee appointments. She explained the Committee has seven seats or seven appointments, three from the City Council and four from the residents of the City. She said the proposed committee has seven appointments, seven men and zero women. She thought we had two highly capable women on the City Council. She knew Council could not answer her questions during audience

participation, but she wondered why neither of them were on the committee. She stated there are more women than men living in the city of Novi, in fact, over 51% of our residents are women. She wondered why there are no women on those four available seats. She said women care about Public Safety for Novi women. She said they also want our police officers and our firefighters to have the resources needed to keep us safe. She stated that Novi women, by the way, care that their tax dollars are used responsibly. It is clear that there will be a huge price tag at the end of this project. She believed it is a responsibility to the Mayor and the City Council to make sure that no committee member on that committee has any potential conflict of interest. She said the proposed committee does not represent our community, in fact, the proposal leaves important questions unanswered. She asked the Council to hold off on approving the resolution until there is an inclusive and transparent process for selecting the committee members. She thought this would give the community confidence on the committee's work, this project is very important. She said clearly, the Mayor and the Council and she knew that our community cared deeply about making sure that our public safety is ensured. She asked that they take the time and start this project out properly by appointing a solid committee to do the work. Thank you.

CONSENT AGENDA REMOVALS AND APPROVALS:

Member Smith removed Consent Item B for further discussion.

CM 23-01-005 Moved by Fischer, seconded by Casey; CARRIED UNANIMOUSLY

To approve the Consent Agenda as amended.

- A. Approve Minutes of:
 January 9, 2023 - Regular Meeting
- B. Approval to award Great Lakes Power and Lighting the Civic Center LED lighting retrofit project in the amount of \$65,594.16. **REMOVED/LATER APPROVED**
- C. Approval to award an Agreement for Geotechnical Engineering Services for Public Projects to G2 Consulting Group, LLC, for a period of five years, with an effective date of January 23, 2023.
- D. Approval of a request to transfer ownership of escrowed 2021 Resort Class C Liquor License & SDM license with Sunday Sales Permit (PM) with New Outdoor Service Area, Sunday Sales Permit (AM) and Sunday Sales Permit (PM) SDM-Mixed Spirit Drink from Sip Bay Harbor LLC., to KHP Novi, LLC., 44375 W. 12 Mile Rd, #G-147, Novi, MI.
- E. Final approval of the request of Leon's of Novi, JZ22-27, with Zoning Map Amendment 18.738, to rezone property from Local Business (B-1) to General Business (B-3). The property is located on the south side of Ten Mile Road, west of Haggerty Road. **SECOND READING**

F. Approval of claims and warrants – Warrant 1124

Roll call vote on CM 23-01-005

**Yeas: Casey, Crawford, Fischer, Smith, Thomas,
Gatt, Staudt**

Nays: None

EXECUTIVE SEARCH FIRM INTERVIEWS

Mayor Gatt announced that they were going to interview two executive search firms that our City staff has brought to us. He stated if Council desires, one of these firms will be awarded the contract to begin the search for our next City Manager. He explained the format for the evening, each presenter will be given five minutes to talk and tell us about why they want to be hired. He said then we will afford each councilmember the opportunity to ask two questions, one at a time. He will start to his right, we will go around the table, and then a second round if a councilmember so desires at the end of two questions. He said the executive who represents the firm will be excused. He said the second firm will be brought in at the end of both presentations as we talked about during the approval of the agenda. If a councilmember wants to make a motion of any sort to approve or not approve, we will entertain that motion at that point.

1. Amy Cell, LLC

Amy Cell said she was thrilled to be there that evening. She wanted to make the case for why she would love to be chosen that evening. She said she had a brief presentation that she prepared to go over a few things. She thought Novi was a stellar community and it was a community she knew very well. She said she was a member of the Southeast Michigan community and has spent a lot of time in that area. She was honored to assist in this very important endeavor. She said she would talk a bit about her firm and their approach and then open it up to questions. She said they have a large team of 22 people that are based in Michigan, in Ypsilanti. She said they are very diverse in terms of age, backgrounds, national origins, perspectives, but they were all passionate about helping Michigan communities. She stated they have a wide range of expertise in organizational behavior, municipalities, recruiting and all areas of human resources. She said they have been very fortunate to be able to serve several fine communities in Michigan through executive recruitment services, as well as training and development compensation. She said they were outsourced HR Department for the City of Fraser. She said she was Interim City Manager for one week when they were in transition, so they love the opportunity to support their local communities. She said they have focused on putting together a solid process that includes making sure that Council is aligned with the vision for the position in terms of must haves and ideals, then they put together a marketing campaign, a thorough assessment process, we facilitate an interview process with a lot of community engagement, because that is a key component, then they will assist with the negotiating and onboarding, including a 360 degree feedback after six months to make sure everything is aligned with the expectations communication style in the life of the new City Manager. She said this is how we focus on that vision alignment, we will put together a custom list of criteria or rubric, identifying the attributes, those must have

experiences, and that ideal qualities and how we will do the assessment. She stated this is custom made based on their intake meetings that they would have with all of you, department leaders and a survey that they can do broadly throughout the organization and involve other community stakeholders as well. She said then they will aggressively market the opportunity, it will be easy to see Novi with the jewels that you have in terms of the library, the school district, the ambitious capital programs that Novi has, it will be enticing for a new City Manager to come in, as well as work with the Council that worked so well together is spent most of the weekend looking at and reviewing some of Novi's recent meetings, and they are very impressive how aligned you are and proactive and professional you are, which is going to be another big selling point. She said they will make sure that potential candidates know about this through our 1000 person database that they have put together that they regularly email out to people to network, the opportunity, we will definitely be using the typical job search boards, including the International Accounting and City Managers Association, strategic government resources, which has an excellent job board, the Michigan Municipal League, which has a very popular job board, as well as LinkedIn. She stated they have four recruiter licenses for LinkedIn on their team. They can aggressively go out to find people as well, not just wait for people to come in, because finding people that are not out there, passive candidates, is a key component to making sure you have the very best candidate pool. She said they will thoroughly assess our candidates and provide you with a very detailed amount of information including videos, interview summaries, resume, the phone interview, kind of transcript, reference checks and background checks. She said a cyber review that they do before they present those candidates to make sure that there will not be an issue. After that it becomes public in that process. She said they will support a zoom interview and or in person interviews if you want to do different rounds. She said now, people are getting back to in person interviews, but sometimes there is a desire to do a zoom interview. She stated they will put together the interview packets assessment information, feedback from staff and community members as well so and will gather this body of knowledge provided to you to help assist in making this very important decision. She said they can provide on negotiation support, that role is guidelines are aligned before they bring candidates to as well. She said it will provide relocation guidance as needed. She said they feel like they want to make sure that the position, the person is successful in that role and so doing a 360 degree feedback. She said after they have been on board, they can work out any tweaks that need to happen in terms of communication or leadership style. She mentioned the pricing information is included in the proposal, but they can be flexible and provide a variety of different options. The timeline, she has already sketched out what it would specifically be, so if they got the word out, should they be selected that evening, they would be able to come back and hit by April 3, have completed the assessment, recruiting and interview process so that you would be able to extend an offer that was desirable. She said they try to be thorough and transparent. She said they have a proven process that they have used repeatedly, we have no surprises, pricing, and video interviews are included to use the technology. She stated they have a large Michigan team. She said there are a lot of duplication of efforts, so they can be efficient and thorough when they are assessing and marketing. She stated they have a lot of municipal experience, and they are excited and for passionate for Michigan communities.

Member Casey thanked Amy Cell for coming out that evening to meet with Council. She asked her to tell them about a time or times when a search did not go in the way that their process is outlined. Perhaps it took longer to find candidates, something took us or took the search a little bit off track, so the timeline was extended. She asked what the situation was, and what actions did she take. She wondered what the results were. Ms. Cell said on a situation that came to mind would be with Redford Township, they were bringing on a Township Manager, Superintendent to be exact. She said the first round of candidates that they presented and interviewed, the Board did not want to extend an offer to any of those candidates. She stated they redid the search and it reached out to new people remarketed the program and had an outstanding candidate arise, and the Board extended an offer to that candidate.

Member Fischer thanked her for being there that evening. He said this is a second process that he has been going through with the City Manager position. He said the last time that they went through this he was rather unimpressed with the team that was put forward. He asked her if she could specifically tell them who will be working on their account. He wondered how many searches they will be running. He asked if she would be involved. He wondered what their expertise was, he wanted to be convinced that the day-to-day person that Tia or Council will be working with will live up to the expectations. Ms. Cell stated she will be personally involved with all aspects of the search and oversee it. She said she would be involving very few seekers on her team, so she might do some of the intake interviews, then Rebecca Roberts on their team would be a lead on interfacing with the candidates. She said they will try to make it a seamless process in terms of being that point of contact. She said you would be getting the weekly emails from her once they get into the assessment process, you will be getting weekly updates of how many candidates have applied, that they are considering, how many once candidates we're seriously considering, etc. She said she will be attending all the meetings and she would be coming back and presenting the job posting the rubric, the assessment questions to you, she would be here for that also. She explained they would send you the information for the shortlist of candidates for you to review. She said we would come back and presenting the job posting the rubric, the assessment questions to you, she would be here for that. Then we would send you the information for the shortlist of candidates for you to review. She would come back and then in closed session facilitate that meeting, she would be participating as well on the on site meetings depending on when they are, she might have another person on her team with her, and she would be there to facilitate that meeting as well. She said there would be a team if she was sick or something unforeseen happened, she would have other people on her team that have presented at Councils and facilitate those meetings, but her intention is to be at all of those meetings and to be your point of contact.

Member Smith thanked her for coming out that evening and for her presentation. He wondered considering just the way employment is right now if the 13-week timeline solid. He knew it was hard to find people now for everyone. Ms. Cell agreed that it was a challenging market, but they are very process focused. She believed that setting a timeline and then being able to communicate that effectively with candidates is the best

way to be efficient, so they do not lose anyone. She said that occasionally does happen in this talent market. She stated oftentimes, City Manager candidates will be exploring opportunities with multiple communities. She said it was her belief is being as efficient and as aggressive on the timeline helps to prevent that from happening. She stated if we get everything agreed upon with your schedules, and let the candidates know what the interview dates are, they try to be able to meet so that they can get the candidates that are in the pool through the process without losing them. She said in terms of finding candidates in this market they are aggressive on that. She reiterated that they have a rich database, they email people, they have a monthly newsletter that goes out promoting opportunities. She stated they have many experts on the team that are good at sourcing candidates, as well in some communities, and we do regularly are doing a couple of searches a year that are going on. They have a pretty good sense of the market. She said we know that sometimes they have worked with communities that have had different challenges and have not had all the assets that Novi does. She was fairly certain that the opportunity will be quite attractive, especially if we have a market rate salary. She said that has been agreed upon to move forward.

Member Thomas asked if she could tell her if there was any chance that she would be doing a search for another community for the same position as they would be for Novi and how is that was managed. Ms. Cell responded that they are currently doing a search for Scio Township right now for their Administrator or Township Manager role. She said they have done searches before that have potentially overlap. Oftentimes, it doesn't work. She said they did Eastpointe and Sterling Heights, those were overlapping at the timeframe, and those two communities are right near each other. She said they did not have any overlapping candidates, both communities were very different. She said the aspects that they were looking for in the candidates was different, again, by focusing on a customized rubric and criteria. She said they were able to find people that with their skills and attributes, and also communities have different assets which are going to appeal to different people. She said all the assets that the city of Novi has, you are going to do extremely well. She loved all her clients, but there is a very different situation with other communities that she is working with and she did not expect it to be problematic for Novi.

Member Crawford thanked her and said at this time he did not have any questions. He said they have either been answered by her presentation or by his colleague's questions.

Mayor Pro Tem Staudt said he looked at her resume and you list five cities that you were using as examples of what you have done. He said a couple are Holland and Eastpointe, you have had 40, 50, 60 or 80 qualified applicants. He asked what she thought was a qualified applicant compared to a city of 67,000, that has a tax base of \$4.5 billion. He thought that a qualified applicant in a city of 30,000 is very different than a qualified applicant in the City of Novi. He wondered if she saw the same number of people applying for a position here as you would there that you would consider qualified. Ms. Cell replied that it might have been total applicants, not qualified applicants and maybe that was a mistake. She there is a difference between total applicants and highly qualified applicants. Mayor Pro Tem Staudt said for the City of Holland, it says the search

attracted over 60 qualified candidates. Ms. Cell stated that may have been a mistake, she did not think they had that many completely qualified candidates. She said if she recalled they seriously considered about 30 of those. She said from that, we usually will bring in seven to 10 candidates. She said their goal is to bring in about seven to 10 highly qualified candidates that meet your definition of highly qualified, based on the rubric that she had put together. She said oftentimes it might be base and we will look at total budget and number of people that have been managed in an organization to make sure that it is a comparable sized city, we will look at experiences with capital planning, with budgeting, depending on what the needs are. She said sometimes communities are focused on community development, so they want to find somebody that has a demonstrated track record of being able to implement new community development initiatives for instance.

Mayor Gatt asked Ms. Cell if what she wrote in the resume regarding 60 qualified applicants was not correct. She believed it was not correct. Mayor Gatt asked what her what she considered to be a qualified applicant for the City of Novi, what traits are you looking for. She replied that the traits that usually come up after the process to get feedback is around communication style, leadership qualities, demonstrated track record of managing an organization. She said sometimes, a community wants to have somebody that has prior city manager experience, and then becomes very clear, or because of the work that needs to be done, they need prior city manager experience, especially for a city the size of Novi, that might be more of a requirement. She said smaller communities that is less complex is comfortable hiring a department head to make a promotional opportunity move. He guess is that a qualified applicant might include someone that has been a city manager of a smaller city, or community, it could have been somebody that is a department head of a larger city or community that might have worked, that is moved around, and that is often a career path where people will make a lateral move to a larger community to get a broader scope and then be able to move to a community where they would have the overall role. She said it depends on and varies. She said she has seen some communities that are sometimes even in the Charter, it requires there are requirements. She said fortunately, the City of Novi Charter, you do not have that level of a requirement. She said sometimes there are specific requirements in terms of the number of years of experience. She thought it was Harper Woods, maybe they had a requirement that they had to be a city manager of the community, the same size and that can make some challenges, but they do try to customize the criteria based on the community.

Member Casey said she wanted to understand how her firm or how any firm would react to challenges, so that is the direction she toot in her first question. She said she was going to ask her something similar. She asked her to tell Council about a time or times where she had to manage significant differences of opinion among her clients. She wondered what the situation was and what action they took and what the results were. She repeated the questions. Ms. Cell thought of a scenario would be in Scio Township. She said she did the search for a township administrator for them about a year and a half ago. She said that person that came into that role did not stay and resigned after about four or five months. She had a commitment to redo the search. She knew that there were

underlying issues that contributed to that resignation, that if we just put another person in that role, they were not going to be successful either. She said there were significant issues in the finance area, as well as the structure. She said there was a board that there was conflict with and there was an agreement about the Administrator's role for the Township. She explained that Township structures are different than Council structures. She stated for someone to succeed as Township Administrator that should become a manager role so that they could hire and fire, so it would be more like a Council/Manager role. She said she worked closely with the Interim Township Administrator to try to address the finance issues, including facilitating workshops around finance making recommendations on staffing precede proposals, there was extreme disagreement between some of the members on the board about the right approach with finance. She assisted the Township in bringing in a different Interim Township Administrator to try to address the finance issues, including facilitating workshops around finance making recommendations on staffing precede proposals, there was extreme disagreement between some of the members on the board about the right approach. She said with finance, she was assisting the Township in bringing in a different Interim Administrator who was currently working there. Someone she knew from working at Fraser. She said they have now aligned the board, the right approach to take with the Finance staff, they are now searching for a Finance Director. She said at the last Township meeting, they decided to make the administrator position into a manager position and adjusted other responsibilities on the board, so they would be set up for success.

Member Fischer said he did not have a second round of questions.

Member Smith asked Ms. Cell if we were to bring your firm in what are the first steps that you would take with the Council and the City staff. Ms. Cell replied the first step would be to do one on one interviews with City Council and department heads. She said they need to learn more about what you feel are key qualities and experiences you would want in the City manager, we would ask about short and long term needs and challenges facing the City or opportunities. She understood there is going to be a new taskforce put together for instance, to look at facilities for the police station. So getting a clearer understanding about what the goals are short term and long term for the Council are that will help them put together that customized assessment plan of what qualities are needed to find somebody that can achieve the goals that you have, communication styles can vary. She noted that Councils and department staffs have different needs, so they would want to get as much information as they can, sometimes there are department heads, they are new and need a lot of support and mentoring. She said this is one type of leadership style. She said sometimes there is going to be a lot of department heads that are going to be retiring, so finding somebody that is a proven team builder that can attract and recruit people and bring them into the team can be important. She said sometimes organizations are facing a lot of conflict or morale issues, especially coming out of COVID. So finding somebody that has those right attributes is something that we really hone in on so that we can find people and then assess them and make sure that they have those skills for the team.

Member Thomas wondered what the process was when the applicants are provided and they bring them to Council. She asked if there is any filtering of information, or do we know every bit as much as you do about those applicants. Ms. Cell replied the candidates that we will present to you that they feel are fully qualified to do the role, and we will target about seven to 10 candidates. They do not have too many otherwise you can raise the bar, but also, they want to make sure that there is some opportunity to be more selective, we will give you everything they have about those candidates. She said they will receive the resume, a written survey, they complete the kind of transcript from the video interview, you will see a video interview so you will really get a good sense of their communication skills and presence. She said you will get the reference check background check cyber review. She said everything they have will be presented to you. She did say on occasion, they will come across something on a background check or cyber review that they want additional explanation for, we want to provide candidates an opportunity to share that, you would get that information as well. She stated for the candidates that they do not present, we would not be sharing that information with you typically, but for the ones that they are presenting, we try to give you a lot of information, which is why they try to provide up to a week between when they deliver that information to you to when they have the conversation so that you can look through it and feel comfortable with the candidates that you would bring back in for interviews.

Member Crawford said he did not have any questions at this time.

Mayor Pro Tem Staudt asked Ms. Cell as a the CFO of a company that we have a school that has 600 apprentices, he noticed that you have a job in the state legislature at MATC. He said she talked about in in her resume, something that you did that were related to apprentices, what did you do at the state level, related to apprentices. Ms. Cell said she was the co-developer of a program called the Michigan Advanced Technician Training Program. She explained that this was an initiative that Governor Snyder wanted the state of Michigan to pursue a German model apprenticeship, after he came back from the tour, she believed in 2012. She met with a variety of automotive leaders to help and they brought in a consultant to develop a three year program for mechatronics and then partnered with Oakland Community College and Henry Ford Community College to launch that program. She said then we had 30 people through the first cohort, and she believed it is still going, it is one of the programs she was very proud of. Mayor Pro Tem Staudt said he was with Associated Builders and Contractors. He said they have schools all over the state that do a lot of apprentice work and he always wondered what MATC did in that vein. Thank you.

Mayor Gatt said the last question was in regards to her job that she was applying for that evening, without mentioning any names, of course, tell us your biggest success and your biggest failure. Ms. Cell replied that one of her programs that she was most proud of would be Community Ventures, which was a program that helped provide a pathway out of poverty for about 8000 Michigan residents, that was exciting. She said that was a big one for her to be involved with. She said the biggest failure was when they launched Pure Michigan Talent Connect, the new statewide web portal, they did not do the

appropriate testing. She said she crashed the state website for about two weeks and messed up everybody's unemployment.

2. Slavin Management Consultants

Bob Slavin thanked Mayor and Council and said it was a pleasure and a privilege to be there that evening. He appreciated the opportunity. He was there to represent Slavin Management Consultants. He stated he has been doing this work since the late 1970's and has owned his company since the mid 1990's. He said they do a number of different things but 95% of what they do with local government and nonprofit is executive recruiting. He stated in that field, they placed more than 900 jobs in the years that he has been doing this, and not all city managers and county managers, there are some department heads. He said they focus their efforts on a set of criteria that you folks establish. He said for those of you who might remember working with him previously we spent a lot of time at the beginning of each project, finding out what this community is all about and what this Council is looking for in a manager, that would take several days of on site work on their part. He said they take the information they garner during that period, put it into a draft of a recruitment profiles and bring it back to you folks for approval. He said often, it is not as easy as just an approval, but it needs to be adjusted ad it needs to be right, because that become their roadmap. He said once they have that document approved, they do not change the thing about that we go after folks who meet the criteria that you folks have established. He said if they have any difficulty accomplishing that mission, they will be back to talk with you whether than change it. He said what they end up accomplishing almost all the time, and he could not think of an exception is providing you a set of candidates who meet the criteria, who are not one person in five or six clones, but they all have the common characteristic of meeting the criteria that you folks set. He stated they do thorough background work on our candidates, we guarantee their work. He said if for any reason the candidate that you hired through their process is not on the job for any reason within two years, they will redo the search for no additional fee. He said they have that guarantee and all the work that they have done, they have honored it only three times once because somebody died, another time because it is a good employee quit two weeks before the two years were up, and third, because somebody was not meeting standards that they expected. He said his strong recommendation to that Council, will we ask them to let them go because the performance, the behavior was so bad, that we did not think that we could endorse that person, because we thought if he could do that, behaving like that, that we lost their confidence. He said he was hired for a variety of very specific strengths, which he displayed, and the Council was quite reluctant to let him go because he was doing a great job in terms of economic development, but he did some outrageous things. He said that cause them to go to the Council and say, we think you need to do something about that, so they let him go. He said that was the only time in all the years he has been doing this that anybody has been let go within that wo years for performance. He said that was because he requested it. He said he probably was forgetting important points, but he thought that you have the proposal. He said in their proposal, and he was going to let you folks ask a the questions, because he would rather relate to what you have on your mind than to continue to talk about what he thought you might want to hear.

Mayor Pro Tem Staudt asked Mr. Slavin if he has done business with Novi before. Mr. Slavin replied yes. Mayor Pro Tem Staudt said that was not his question, he just wanted to confirm that. Mr. Slavin said they did the work that brought Clay here, he couldn't remember the exact date. Mayor Pro Tem Staudt said they had an opportunity to look at us 20 some years ago or 18 years ago, he wondered if he followed anything about us since, and have you gotten any ideas about what Novi is looking for in our next city manager. Mr. Slavin thought Novi has had a lot of success. He said you cannot say you were not successful, successful 20 years ago, but a lot of the things that you said you wanted to accomplish, appears to have appeared to have been accomplished a lot of innovative things, you have earned a lot of awards. He said if he remembered driving being guided through the city through the help of one of you, when he was here about 20 years ago, he tried to duplicate that trip today. He said it is incredibly different than it was then in terms of businesses and in quality development. He said a lot of the open space areas has still been preserved, and he thought that you have done a great job of that. He said he could not tell you he spent a lot of time doing that this afternoon doing that, but he spent as much time as he could doing it. He hoped that answered your questions. He said he was intrigued with the City 20 years ago and have followed it from a distance but followed it since then.

Member Crawford asked if he was based out of Georgia. Mr. Slavin said yes. Member Crawford asked if he had anything local here in Michigan. Mr. Slavin replied, Ohio, but not in Michigan. He said their Mid-West offices are in Cincinnati. He said as a matter of fact that they are run by Dave Krings, and he would have been there that evening, but he had a medical issue and he could not be here that evening. He stated he has been president of ICMA, president of the Illinois Managers, he has been county manager in Hamilton County and in Peoria County. He is well known by people in this business. He said you cannot go to ICMA meeting and expected to have much opportunity to talk with him because people, he knows everybody in that place. He is very good, very capable. He said he has worked with him for more than 15 years. Member Crawford asked him if he found it to be a disadvantage not having anyone locally here in Michigan. Mr. Slavin said you would think the answer would be yes, but no, they have done a lot of work in Michigan over the years. He said his dad was born in Pontiac and raised in Howell and educated at the University of Michigan and when we were kids, they spent a lot of time here. He said it did not give him much insight into local government, because he was a child, but he did get a strong base and appreciation for this part of the Country. He said his father was a physician in Toledo and his father still lived in Howell and they spent a lot of time in Ann Arbor. He said one of the things about his early experience as a recruiter is that he worked for a company by the name of Korn Ferry, he worked for cities and counties before that. He said Korn Ferry taught him how to be a recruiter, and he knew how to source once you tell him what you are looking for, we know how to find them He said it do not make any difference what state they are working in, we worked in 46 or 47 of the 50 states. He said they have done all kinds of things, not just city and county managers, but they do a lot of nonprofits, they place people to run the Music Center in Los Angeles as an example, and somebody to run the Lou Gehrig's Disease Association. He did not know anything about any of that stuff at the time, but he

learned a lot quickly. He stated they have excellent candidates for all those jobs. He commented they know how to do the work. He said if we had somebody in Michigan, we would use them, but they would have to be people who would be willing to dedicate the time, effort, and commitment that he insisted on and that he has.

Member Thomas wondered if it was possible that you could be searching for the same position for multiple communities. If so, how is that managed. Mr. Slavin said he would have to be clear about the fact that they garner information from each of those communities. He said if it so happened, that the criteria was the same for each of them, they would be pretty open about that, what they do is in the public domain, and people can apply for those jobs. He explained if somebody is applying and interested in this job, and they were interested in them, and for another job that they might be interested in, and they can find is interested in them, then they are pretty open about it. He said you will know that the candidate will know that and the other client will know that and then they will need to strategize things so that you are not in a situation where you are competing with that other position. He said one of the things that is happening in this business now is competition is greater than I used to be 20 years ago, when we did this workout, we have probably 100 resumes for this job, we will probably get fewer than 50 this time. He said it is not because there is anything wrong with Novi, quite to the contrary, it is because that is the nature of this business. He said people are not moving for a variety of reasons, most of which are obvious that this pandemic is keeping people from being as interested in making a move than might not otherwise be the case. He said the cost of housing, custom moving costs, the problem with moving children from school, spousal employment, all those things have limited the numbers, not the quality, but the numbers. He said he could not tell somebody, there are not qualified to apply for another job, he can guide them, and if he thought they were most attractive to you folks, or to the other folks, he would guide them in that way. He said the reality is both of those organizations would have the right to talk to that person if we were not involved in the other one, and the person applied for it. He said you would be in less control of it, he hoped he made himself clear.

Member Smith said given what you just described is the tighter job market for city managers, what kind of timeframe are we looking for before we start seeing candidates. Mr. Slavin stated his comments a moment ago might suggest to you that it could take longer, it will take longer to do this, but the reality is, it has been their experience that when they go to the market with a quality position like this, they get good response early on. He said rather than set some arbitrary final filing date, 45 days, or two months from now, and run the risk of losing that person to another quality job. He said by making them wait, we would want to arrange the process so that we could maybe have ranges that they apply, and that the position is open until filled. He stated once we get enough quality response but want talk to you about it. He said they will not stop the process necessarily, but we want to talk to you about focusing on the quality and not letting them slip away. Member Smith thanked him for his response.

Member Fischer thanked Mr. Slavin for being there that evening. He said he was around when the last search took place back in 2014. He said he was unimpressed with the firm

that they chose and the person who was running our search. He asked if he could tell him exactly who will be working on this, who will be Council's day to day contact, who will be corresponding with the Council, who will be corresponding with our HR Director, that would make him convinced that the same situation will not happen again. Mr. Slavin said that would be him. He has made some dramatic changes in his life in terms of his profession. He said in order to stay as a recruiter rather than as a person that runs a recruitment company. He said their company is small and lean, and he had the recruitment division, and he runs the recruitment practice, you would be working with him and his co-worker Dave Krings, but you would not see him without seeing me and he would be the contact.

Member Casey thanked Mr. Slavin for coming in front of Council. She said she will ask the question and then repeat it because she tends to ask very long questions. She said she was seeking to understand how your company and how you would react if something went outside of the plan. She asked him to tell Council about a time or times when a search did not fit your process. For instance, maybe it took longer to find a quality candidate, so the timeline got stretched. She wondered what the situation was, and what were the actions they took, and what was the result. She repeated the questions for Mr. Slavin. Mr. Slavin said would not mention the client's name, but they did a search for a rather extremely well know city in Florida not long ago, in which he was insulated from the Mayor and City Council. He believed it may have been the mayor and city council decision for him to work through the city staff, but they felt completely alienated. He said they felt alienated from the process. He said it was so insulated from that when he went there to begin, one just meet with one of his associates went there to begin the search, they had a meeting set up with the mayor and council, the mayor showed up, but none of the council members did, they were to deal with the outgoing city manager that went on for a long period of time until finally council members started criticizing being critical of the process because they did not know what was going on. He said they did not know what was going on because they did not attend meetings. He said he got to one point in that process where he made individual appointments with each of them and went down to that community and sat there for two days, probably saw seven members of that council, maybe it was nine. He recalled he ended up meeting two of them because the process was frustrating. He said he did everything he could to get their attention. He stated one of the things he did which they assigned him to perform that way or behave that way, but then did not want him to talk to the outgoing city manager. He said at one point he did have to call him and say you have got to get your bosses tuned into this because he could not. He said there is no way we are going to finish this process. He said that went on for at least a month beyond what it should have and that was the reason why it ended up having a very happy ending. He said they got somebody that they could not believe they got who met a lot of the criteria they were looking for, and he has been there, and they are very happy with him. He said it had a happy ending. He did not think they would hire him again and he would not blame them, he did not think he would want to work for them again. He gave another example, he said it was not necessarily a bad situation, but they did a search for a city in Michigan not too long ago where they provided a set of finalists, semi-finalists candidates that the Council chose a group of finalists from those they interviewed. He stated they did not see a fit, there was

no question that they were not qualified, but they did not see a fit. They asked him to go back out, he did, but he could not get the quantity that they were looking for. He said they did find somebody who when they introduced to the Council, they unanimously and right away supported that candidate and hired him and he was there for about four years. He understood that there was some criticism of them providing only one candidate, but that was not the whole story.

Mayor Gatt asked Mr. Slavin in his executive opinion, what qualities will make a fine city manager for the City of Novi. Mr. Slavin replied that you are going to want somebody that can keep the City's reputation for innovation and creativity and staying ahead of the growth, rather than trying to keep with it. He suspected that would be something that you would be interested in. He stated city managers have got to be advocates, in his opinion members of the Internal City County Management Association, and very strongly committed to their Code of Ethics and need to have experience running a complex organization as if one is in a sophisticated environment as this one is. He thought they had to be able to be committed to the organization and be willing to stay a while and not use it as a stepping stone to someplace else. He said frankly, where you would go to find a better place than Novi to be a city manager. He said there are larger places, and he guessed in the minds of some managers bigger is better. He thought those were some of the characteristics, but commitment to the profession, technical knowledge and understanding, ability to manage and lead ability to be a leader and inspire staff to work at their highest level and reward that staff.

Mayor Pro Tem Staudt mentioned he has a very impressive list of minority and woman placements. He asked if that was a result of an effort on your behalf of looking for candidates that are minority and women or is this just a result of the applicants and talent pool which we had to work with. Mr. Slavin replied that is one of the questions he will ask each of you when we meet with you as to how or to whether that is something that you want us to pay attention to, they did not discriminate against anybody. He said we will if you have as a council a strong interest in that, then they will make an aggressive effort to make sure to have that diversity in your final groups to choose from earlier. He said earlier in his career, it was difficult because there were not as many people available or trained, since then it is not so difficult. He said there was a time not too many years ago, maybe four or five years ago when the five largest cities in the country with council/manager government, with maybe one exception, was run by women. He stated parenthetically, there was a time when the largest cities in the country, most of them none, council/manager, police chiefs were women. He said things have changed. He did a quick check of their placements over the last three years in terms of women and minorities, placements, and in the last three years, the percentage of minority and women placements in the city manager searches that they conducted was something like 60% and that was not necessarily because we had to make a strong effort to do it. He said it was because people were available and qualified and interested.

Member Crawford said he had no further questions. Thank you.

Member Thomas wondered how many candidates they expect that we would see and what types of information would we be provided with and would we know everything that you know about each candidate. Mr Slavin said everything I have on your behalf is yours. He said you need to be a little careful about premature providing knowledge of who is applying because we will get people to unless we can provide some kind of confidential environment they want and if we betray that then they will quit, they will pull out. He asked her to repeat the first part of her questions again, please. Member Thomas repeated her question regarding how many candidate would he expect then to see, and then what types of information we would get once we had narrowed down your candidates. He suspected that Council would get about 50. He said they would screen them on the first screening and that would be based on the criteria that Council established, which is being that recruitment profile and that would probably get that down to something less than 20. He said they have a progress meeting scheduled in this process. He explained the primary purpose of that meeting is to bring to you those folks who we think are best qualified, who have an interest in the job will want to sit with you and talk about them. He said they would provide their resume and cover letter. He said at that point, they will have had them complete a very detailed supplemental questionnaire, which is a document that they have a written titled exactly or directly to your profile, it is not something they pull off a shelf and give to the candidate, you would see that the background work would not have been done at that point. He said we would have done a Google search or something like that background work we do when after you choose the finalists. He stated then they do detailed work. He said you would see at that meeting, again, cover letters submitted by the candidate, a summary resume that they put together that allow you to see heir background and on one sheet, a full resume that they have provided to them as a supplemental questionnaire that he just described, and there would be what he called a mate qualifications matrix that would have each of those , say there is 122 of them on one sheet of paper. He said it will have the criteria that you set on the one axis and the candidate's qualifications on the other. He said they would see that and it makes it easier to look at it to view them and he guessed at that meeting will asked you to narrow that group to the ones that you are most interested in. He said those are the ones that they go into doing the detail background work on.

Member Smith wondered given that you do not have a presence in Michigan, with the meetings that you have with Council and staff will they be primarily Zoom meetings, or would you have people in person here. Mr. Slavin said he liked Zoom meetings, and they had to use them a lot during the pandemic, he found them very useful. He said they will do a lot of preliminary interviewing of candidates over Zoom. He stated one of the things that they have been doing is recording those and providing those Zoom recordings to you folks at the progress meeting. He said they would be the one here in person for the meetings. There is no way to duplicate that. He said you might have seen in their proposal, we do on site visits with finalist candidates, they go to them. He said nobody knows why there are there, but they are looking for a lot of things. He said they are interviewing them, but they are looking at how they interact with the people that they encounter while we are there, many of them. He said they would like to be in their work environment where we are looking at interaction between the candidate and people

that they work with, people who work for them. He said what is in their mind is not just getting the answers to questions, technical questions, but seeing how they interact with the people they work with. He said they cannot always do that, and COVID put a real crimp in that process, but they get a lot of insight that we would not otherwise have. He said we think one of the reasons that we have been so successful, and placing people in city manager jobs that last more than the average five years and he believed part of the reason we have not had to honor that two-year guarantee is because they are pretty sure by the time they present these people to you that they meet your criteria. Member Smith thanked him for his response.

Member Fischer said he had no further questions.

Member Casey said her last question for the evening she wondered if he could tell them about a time or times where you had to manage significant differences of opinion among your clients. She asked what the situation was and what actions did they take, and what was the result. He replied that it is a very difficult part of their job, and he found that a lot of Council's more frequently now than earlier, have agendas that are a little different from each other, but that does not mean that you cannot find some way to bring collaboration. He said is there is a major difference, if it will keep us from being able to honor the council's goal desire, then we will have to come to you folks as a group and say we have got to vote on this. He said it is very simple, it has happened to him twice. He stated both times he had to deal with part of a council wanting to include a requirement that excluded purposely to somebody they did not want to apply. He said in both cases, it was the same one of them was in Michigan, the other was in Florida. He said he did come back to those, one was a county, and one was a city, and came back to the full board and say, half of you said you want this and the other almost half said you want that, he said he cannot do both. He asked them what do you want, and they talked about it, and decided, then gave him the direction he needed. He said he did not know that they ever agree with each other. He stated in both cases, we were able to come to consensus about a candidate, a finalist candidate and hired them, and that person stayed. He said recently there was division and it was a county division and the board had to do with half the board. He stated more than half of the board, three new members have a five member board resenting the fact that not liking the other two members that no dislike so much of his concern about the political differences, they could not resolve. He said that has still not been resolved and whether or not he will continue to help them is up to them. He said they need to get their act together before they need to. He said they need to come to some kind of way of dealing with each other in a way that would produce a candidate that at least most of them can support right now. He said it was a three, two, and nobody would take the job on a three, two.

Mayor Gatt said we believe that this is the most important job that City Council has, and it doesn't happen very often, thank goodness. He said when it does happen, the Council has an awesome decision to make that will impact not only several hundred employees, but 63,000 residents and you know, half a million or more visitors every month. He asked if he was prepared to give it 100%, all the time, and give us the best candidates that he could find. Mr. Slavin said absolutely, and will not do it otherwise, we will devote our full

effort to doing it. He wished that Dave could have been there that evening, but one of the things that Dave can do is really developed candidates. He said we just did Kettering, Ohio. He said he answered your questions previously that he would be here every time you needed him. He said he would have been there every time with Dave, but they fell in love with him and Dave gave them 100%. He said it was not anything that he did not do, but it was that they had basically done their own search consultant. What they got was exactly somebody who had not applied until we encouraged him more than once they wanted him. He said it was a process that resulted in them hiring a candidate who they wanted all from the beginning and who so far is thriving there. He stated if they run into any problems and our ability to give you what you want, you will hear about it, we will want to talk to you about it. He did not anticipate that if he was alive, and if Dave is alive, and Randi Frank is also in this proposal. He said Randi is one of the most tenacious recruiters he has ever met. He said she spends about 100% of the time, he did not know how anybody has as much times as she must do to devote to this work, but she is tenacious and thorough. He said the answer to your questions would be yes. He said they understood the importance of it, they have been doing this for a long time. He said one of the things they were most proud of is that they do help communities thrive. He said this is not something he could have run a major search practice for a large private sector recruitment firm. He said he did not want to do that he wanted to do this work. He said one of the reasons he wanted to do it was because he was proud of the work the results of the work that they do.

Mayor Gatt thanked him for his candidacy and his answers to Councils questions. They were all very succinct and comprehensive, they appreciated it.

Mayor Gatt said they heard the two firms that our City staff has brought to us for interviews. He said he would open it up now to Council for discussion and or any motions.

Member Smith said just based solely, and he thought both candidates were excellent, but based solely on the locality, he moved that we hire Amy Cell, LLC for the Executive Search Firm consultant.

CM 23-01-006 Moved by Smith, seconded by Thomas; MOTION DENIED: 5-2

Approval of Amy Cell, LLC for the Executive Search Firm consultant.

Mayor Gatt said they had a motion to hire Amy Cell, LLC and they have a second, we have support. He said he would lead in the discussion. He thought both firms presented very well, and they gave us a lot of reasons why they thought they would be good; they would be acceptable. He could not support the motion for one reason. He said maybe this is the cop in him. He said we all got packets of information regarding both candidates, and he knew one fact, her information was not accurate. He said she said there was information that was not accurate and he did not understand that. He said he could not support a candidate who gave them information that when questioned about it admits that it was not accurate. He said it was half, it was not just a little bit of a

discrepancy. He said he could not support the motion just based on their further discussion.

Mayor Pro Tem Staudt said he just happened to see that. He was surprised that there were 60 qualified applicants for any position. He said one of the things that we find it more and more difficult to Michigan is to find somebody here in Michigan, who is qualified to take on a city like Novi, those who are out there in larger cities are not going to move down. He said cities like you know, our previous city manager came from Auburn Hills, very dynamic economic development community, but he came in the second round. He said it was very difficult to find applicants that he thought were qualified in Michigan, then it is going to be even harder now. He said one of the benefits of somebody like Mr. Slavin is that he has staked a national view. He thought Novi deserves to at least cast and net nationally and see if there is somebody out there who is interested in an opportunity to come to a community that can really do something with. He said we are going to have several good Michigan candidates, and probably one from our own ranks here. He said he was not so worried about Michigan, everybody in Michigan knows who Novi is, if they want to come here, they will apply. He thought casting the net nationally, is a big advantage. He also liked the fact that they showed a lot of minority and women placements, which he did not think was really discussed by the previous presenter. He said potentially they did very well, but you know, we are a city that is extremely diverse. He said we heard earlier that evening, we have a large segment of women and we need to cast the net. He said if he remembered correctly, they had maybe one woman applicant interviewed with them in the past. He thought it was important that we look out there, we need to look at all the applicants and really cast a wide net and see what the future of Novi looks like. He said that we can do that by placing that position with somebody who is a minority or a woman. He thought that was a strong qualification of Mr. Slavin and frankly he would support him.

Member Crawford said he thought we would be well served by either of those applicants. He said both impressed him for different reason. He was not hung up on the 60 qualified applicants, he thought it was just a matter of interpretation on how they put it down. He just wanted to put that on the record. He thought both are extremely qualified and would serve the city of Novi well.

Member Thomas echoed the previous speaker, she thought they were both qualified applicants. They came in and they did a good job. She thought Amy Cell presented better. She felt like she had a clearer understanding of her vision of what she would be doing for our city. She felt the qualified applicants was a simple issue, that did not bother her. She said she preferred Amy Cell, but she thought the candidate were qualified.

Member Fischer said he was very impressed with both candidates. He said not often does he sit there and say he would take either, usually, he felt like he was the person who says we need to go back out and try again. He was impressed with both. He thought for many of the reasons that Mayor Pro Tem listed, his referred candidate would be Mr. Slavin and his firm to meet the geographic reach that he thought he had coming from outside of

Michigan is a large benefit. He said for that reason he would not support this motion, but he would be apt to approve Mr. Slavin as the candidate that evening.

Member Casey said she was very impressed with both candidates, it is a luxury for us to have she thought as Member Fischer was alluding to, to have two solid candidates in front of us. She thought the challenge for her is that she thought they both did a fantastic job. She thought for her is just the depth and breadth of experience in doing municipal searches, this is not an easy job to hire for. She thought the amount of experience in doing searches like this for cities of our size with our assets, as was mentioned earlier, she thought it was something that Mr. Slavin and his team have that depth of experience she thought was critical to us for our success. She thanked both candidates, but again, she did not think she could support the motion on the table as it stood right now.

Roll call vote on CM 23-01-006

Yeas: Smith, Thomas

Nays: Crawford, Fischer, Gatt, Staudt, Casey

Member Fischer moved to direct City staff to go ahead and retain Slavin Management Consultants for the City Manager search support.

CM 23-01-007

Moved by Fischer, seconded by Staudt; CARRIED UNANIMOUSLY

Approval of Slavin Management Consultants for the Executive Search Firm consultant.

Roll call vote on CM 23-01-007

**Yeas: Fischer, Smith, Thomas, Gatt, Staudt,
Casey, Crawford**

Nays: None

Mayor Gatt congratulated Mr. Slavin. He said everyone was impressed with Amy Cell's presentation and that they wished her the very best.

MATTERS FOR COUNCIL ACTION:

1. Approval of resolution to authorize Budget Amendment #2023-3.

CM 23-01-008

Moved by Thomas, seconded by Smith; CARRIED UNANIMOUSLY

Approval of Resolution to Authorize Budget Amendment #2023-3.

Roll call vote on CM 23-01-008

**Yeas: Smith, Thomas, Gatt, Staudt, Casey,
Crawford, Fischer**

Nays: None

2. Consideration of approval to award the Janitorial Services contract to RNA Facilities Management in the amount of \$182,743.64 for a one (1) year contract with the option of two (2) one-year renewals.

Interim City Manager Cardenas said this is the same company we have had for the last few years.

CM 23-01-009 Moved by Smith, seconded by Casey; CARRIED UNANIMOUSLY

Approval to award the Janitorial Services contract to RNA Facilities Management in the amount of \$182,743.64 for a one (1) year contract with the option for two (2) one-year renewals.

Roll call vote on CM 23-01-009

**Yeas: Thomas, Gatt, Staudt, Casey,
Crawford, Fischer, Smith
Nays: None**

- 3. Consideration of approval to award the construction contract to Fonson Company, Inc., the low bidder, for the Lakeshore Park Tunnel Replacement project, in the amount of \$601,961 and amend the budget.**

Interim City Manager Cardenas stated that we will keep you up to speed on this whole process as we are replacing a very important spot and infrastructure of our community. He said they hope to have this done by the time the beach opens, they are keeping their fingers crossed.

Member Smith said he would like to enthusiastically move to approve this. He thought Lake Shore Park is a gem, and that tunnel needs replacement. Hopefully it will be completed for the beach opening.

CM 23-01-010 Moved by Smith, seconded by Thomas; CARRIED UNANIMOUSLY

Approval to award the construction contract to Fonson Company, Inc., the low bidder, for the Lakeshore Park Tunnel Replacement project, in the amount of \$601,961, and amend the budget.

Mayor Pro Tem Staudt asked PRCS Director Muck to come down to the podium, he said he had a few questions to ask him. He asked if we are going to replace the wash station that was not ADA compliant when we put it in originally. PRCS Director Muck replied yes, that is part of the scope, including fixing the drainage and expand that footprint to make. He said we were going to have something there that somebody in a wheelchair could use.

Member Fischer directed this question to PRCS Director Muck. He said it was his understanding that the road will be closed in that area for the duration of this construction project which is basically March, April and May is that correct. He wondered if we're reaching out to the residents in advance. He wondered what the plan is there. PRCS Director Muck said yes, he believed we are going to be having all of the normal communication efforts that we do for all of our road projects, that is creating a Facebook

page just for the residents affected by that. He said we will be getting information out there to all the residents and you know, he is just letting everyone know, not just through Facebook and through mailers, but also set up a text system over there as well through reverse 911. He said all our channels will be open for this project.

Roll call vote on CM 23-01-010

**Yeas: Gatt, Staudt, Casey, Crawford, Fischer,
Smith, Thomas**

Nays: None

4. Consideration of a resolution to create a Public Safety Building Needs Committee.

Mayor Gatt said before he opened up the Council, there was a couple things he wanted to talk about. He said this is a committee that we talked about a couple of meetings ago. He stated it was approved then to do the resolution to have a committee and the City Charter says that the Mayor appoints to these standing committees. He noted that there were some comments made in audience comment and he usually does not address those, but he said he was going to here, because frankly, he was taken aback by it. He commented that he did not realize that they were all men on this committee. He wanted to point that out, he could justify every member of this committee as being experts in their field. He stated that is what he looks at, not gender, race, color, politics, he looks at what can the member of the committee do to add to the committee. He added that there is going to be several female members that Mr. Cardenas will bring with them as advisors to the committee, staff members. He said last, but not least, is that the committee is just an advisory committee, they do not make any decisions. He said the decisions are brought back to the City Council table for any move forward or halting in what they do. He apologized if he stepped on any toes, it certainly was not his intention, he did not even think about it. He said if you stick around for the next time on the agenda, you will see that he asked to form yet another committee and is just as important as our building safety needs, which is woefully lacking, but that is our older adult needs in the community. He said he already appointed to that if the Council approves, and you will find that there are five women out of seven on that one. He reiterated that he did not look at race, color, or creed, or gender when he appointed, he was only looking at the experts in the field of what we are studying that he knew of, and he certainly is no engineer, lawyer, or doctor. He said Council did approve the nature of this committee a couple of meetings ago. He said tonight, he would ask for your support in the people that we put on the committee is myself, Mayor Pro Tem Staudt, and Member Fischer. He said Dave Landry needed no introduction. He said Dave Landry is probably a 30-to-40-year resident of Novi, he is an esteemed attorney, he was mayor for three terms, was on city council for a couple of terms before that, well known and will be able to give us much advice. He said Dave Molloy does not need any introduction or explanation. He was as you know, a 30 year veteran police officer, he still works for a police type agency. He was the police chief, director of public safety here for many years, and will add much needed expertise. Ted Zuchlewski is a 40- or 45-year resident of Novi, his specialty in his working career, was building buildings, not actual builder, but designing and studying and he built probably every 7-11 store in the United States as of 13 years ago. Mr. Scott Olson is a former law

enforcement person, a long-term Novi resident, a very big proponent of both our police and fire community here and he will add much to the committee.

CM 23-01-011 Moved by Staudt, seconded by Crawford; CARRIED UNANIMOUSLY

Approval to adopt the attached resolution and Mayoral appointments to the resulting Committee or task force.

Member Casey said when she was looking at the words of the resolution, when she read paragraph four, section four, it describes a process that our Council does not typically follow when appointing advisory committees and the way that the process is written in the document it talks about the fact that the committee shall elect a chairperson or shall choose a chairperson and secretary from among its members. She said generally when we have committees that contain councilmembers that are advisory committees to council. She said the Mayor appoints not just the members, but he also appoints the chair of the committee. She asked City Attorney Schultz if they could remove that language in section four and leave it up to our normal process, or does she have to have language to replace this process in section four that documents that the Mayor does the appointments with the approval of Council and that appointment includes the appointment of a chair. City Attorney Schultz stated that is the pleasure of Council, after discussion of your point, you could approve this resolution with that amendment and we would take care of that administratively. Member Casey had a quick follow up on that. She wondered if they can't just agree to strike the language we need to replace it. City Attorney Schultz thought that as long as the motion makes clear what the tension is with the language, we can figure out what to do with it. Member Casey thanked him for his response. She suggested to the Mayor, she would seek to get feedback from her colleagues and then look to have hopefully the maker of the motion, accept that amendment.

Mayor Pro Tem Staudt asked if he could speak. He mentioned that he was on a lot of committees that the chair was not designated by the mayor. He said a perfect example was Consultant Review Committee. He did not remember ever being appointed by the mayor as the chair of that committee, and he has been on it for about 14 years. He understood his intent here is that there may be somebody on the committee that has more time to dedicate to being in a leadership role, and that committee should make that decision. He did not believe that we have a solid precedent that the mayor has to appoint a chair to a committee. He said we may have done that in the past in some committees, but that was at our discretion. He said most of our committees, he did not remember him designating anybody as the chair. He doesn't, he said maybe he was wrong, but he thought that was something that we would want to leave up to the committee. He said this is a high-powered group of people. He meant, with ex-mayors, ex-police chiefs. He said if it was up to him, he would appoint the Mayor as the chairman of the committee, but he did not know if that is necessary at this point.

Member Fischer said he wanted some clarification on the process there. He asked City Attorney Schultz or City Clerk Hanson one of them could remind him what the process

was on two recent committees they created, the Recreation Committee, which is was not part of, and the Roads Committee. He said in his opinion those would be the closest to this committee. Mayor Gatt asked if he could interject. He said he could remember because he appointed himself as the chair of the Recreation Committee, and he appointed Laura Casey as the chair of the Roads Committee. Member Fischer guessed out of precedent, he would prefer to see the Mayor go ahead and make these kind of ad hoc standard committees that he has requested, to see him go ahead and make those chair appointments. He thought when it comes to our council committees, CIP all that is fine. He said we do not do that, we kind of go on whoever has been there the longest and that is in our rules. He said these kinds of committees that he would prefer to see the Mayor go ahead and do that. He would ask for the maker of the motion to go ahead and change the motion.

Mayor Pro Tem Staudt said he would leave it up to the Mayor, because he did not have any preference one way or the other. He has been here longest other than the Mayor and we have done it both ways for many years. He said it would be up to the Mayor, but frankly, he would ask him to be the chairman of that committee, if he was on that committee. He said if you are asking him to appoint himself as the committee chair, he thought that was kind of unusual, but he was willing to make the motion change only if the Mayor agreed to it.

Mayor Gatt said he was going to agree to it only because he will not be the Mayor forever. He thought that the Mayor when making these kinds of appointments, would always appoint a councilmember to be a chair of that committee because as he said earlier, this is just an advisory committee and the four members of the public that are selected for this committee or any other committee, they are there to help, to loan their expertise. He said if somebody from City Council should chair the committee, because that committee is coming back to City Council eventually with a recommendation one way or the other. He agreed with Member Fischer completely these kinds of committees that we appoint on the go. He believed that whoever the mayor is should have the ability to appoint a chair of the committee. He stated everybody has one vote on that committee, it is not like the chair has three votes, it is somebody to organize, and direct somebody to call the time limit when the time has come. He believed that it should be a councilmember or the mayor, whoever sits in that chair.

Mayor Pro Tem Staudt said he was the motion maker. He stated he would be willing to change the motion to make the Mayor, the chair of the committee.

Member Fischer asked that the staff change the resolution and reflect that, he would just put that in the resolution, that the Mayor is the chair of the committee.

City Attorney Schultz assumed this was going to come up at the second resolution as well, which has the same language. He noted the motion maker could amend the original motion to ask the Clerk's office to revise the resolution to state that the Mayor will appoint the chair. He said the group will elect the secretary as the language says and leave the rest the same. He said it would be a minor amendment to the first part of that sentence

identified by Member Casey, that the Mayor will appoint the chair. He said when you are done with this motion, if it passes, the Mayor will do the appointment, presumably, of the Mayor.

Mayor Pro Tem Staudt asked City Attorney Schultz if that is agreeable. City Attorney Schultz replied yes. Mayor Pro Tem Staudt said he would support that motion.

AMENDED MOTION A

CM 23-01-011 Moved by Staudt, seconded by Crawford; CARRIED UNANIMOUSLY

Approval to adopt the attached resolution and Mayoral appointments to the resulting Committee or task force and that the Mayor will appoint the Chair and Mayoral appointments to the resulting Committee or task force.

Member Crawford said he seconded the motion, and that he would support the amendment. He pointed out that somebody hit on it previously that there is a difference in a City Council standing committee, and these other ad hoc committees by City Council, he explained City Council standing committees will usually select the chairperson at a committee meeting. He said the ad hoc he believed was totally proper for the Mayor to appoint a chair. He said that was the difference.

Member Smith wanted to confirm they were still discussing the original matter, the original motion. Mayor Gatt confirmed this was discussion on the original motion. Member Smith said he fully supported this committee, he thought we owe the Fire Department and Police Department as much support as we can give them. He thought we also are at some point going to be asking the City for a fairly significant buy in. He believed we need to go above and beyond to make sure that the City is involved and the residents are involved. He understood that finding police and fire officers is getting more difficult every year, and retention is getting difficult. He said he has had members and residents ask him what is going on with Fire Station 4 and he knew it was beyond the scope of this proposed committee. He said he would like at some point, have a committee that looks at police and fire compensation retention. He said his second point here is and this is kind of proofreading I point for the resolution, it states this committee shall meet regularly as necessary to complete its tasks within the timeframe established. He did not see a timeframe established anywhere in the resolution. He thought we should either strike that language or add the timeframe. Thirdly, and he said this goes by getting the vein of the residents, he would like to have regular reports from this committee, to City Council, to keep them informed. He wanted to keep the people that are out there watching and attending here informed to what is going on with this process. He believed that will be critical for getting the City to eventually buy into any building that we propose. Lastly, he said this goes towards getting residents buying as well.

CM 23-01-012 Moved by Smith, seconded by Thomas; MOTION WITHDRAWN

Approval to postpone until the February 27, 2023 City Council meeting to be able to meet the two residents for the committee.

Member Smith said it is nothing against Mr. Olson and Mr. Zuchlewski, but he would like to make a motion to table this item until we can hear from the residents that are being proposed as members of this committee, he said the Mayor knows them. He said he has not heard anything from them, and he assumed a lot of people in the audience probably haven't either. He said again, this is nothing against those two gentlemen, but he would like to follow our normal procedure of having public interviews of people that are coming before us to be appointed to commission. Mayor Gatt asked Member Smith is he was making a motion to delay. Member Smith said he was making a motion to delay until our February 27 meeting and hopefully be able to bring those two gentlemen in and hear what they have to say and then either approve or deny.

Mayor Gatt said we had a motion and support. Mayor Gatt said if he understood it correctly, Member Smith made a motion to delay this first motion and bring the members that the Mayor appoints to the podium, is that correct. Member Smith said yes. City Attorney Schultz said he wanted to make one point that, and he understood Member Smith's comment, but sometimes when the Mayor makes appointments, it is with the approval of City Council. He stated the resolution that you are proposing to vote on, does not have the approval of City Council language. He said it is simply a Mayoral appointment, so there would not be the typical interview process.

Member Smith said he would withdraw his motion then because it was out of order. There were no objections.

Member Thomas commented that she approved of what they were trying to do, everyone has the utmost respect, and we want to make sure that our Fire and Police Departments have everything that they need. She knew that the Council has a great deal of support and respect for those people. She was concerned when she looked at this and there were no women on it. She said when it was initially discussed, they had talked about the lack of resources for women in the current Fire Stations that are available. She said she felt like not having voting members of the committee who are women was problematic. She said it appears that there is a lack of diversity and she felt like we are going to have to get a great deal of the community buy in. She believed it was important that we allow the community to participate in this process. She said we have a lot of highly educated, well qualified people and she thought that it was a problem to not give them the opportunity to apply for these positions and to contribute. She wanted her concerns on the record. She said she was also sure it is not the case, but the original proposal had a very specific plan, and she thought some people might perceive that this is the committee is being built as a stamp to let that plan move forward rather than making sure that we are doing the homework and making sure whatever decision it comes to is the right decision. She said she is not saying that it is the case, but she believed even the appearance of possible impropriety or not doing our homework or rubber stamping is also problematic. She thought this very much needed to be done. She said she would not say that she will not support it, but most certainly would like to see

the community members to be able to have that ability to apply to be part of the process. She believed if we were going to ask the community for a lot of money to support it, then we should definitely have that buy in from the beginning. She said she wanted to make a motion; she have never done this before so she said please help her for any issues that might arise. She made a motion that we change the resolution so that the Council appointments go through the normal process, Mayoral appointment with City Council approval.

AMENDED MOTION B

CM 23-01-011 Moved by Thomas, seconded by Smith; MOTION DENIED: 5-2

Approval to amend the original amended motion to change the resolution from a Mayoral appointment to a Council appointment.

Member Fischer pointed out that they already had a motion on the floor. City Attorney Schultz said this would be considered a motion to amend the formally amended original motion to change the resolution from a Mayoral appointment to a Council appointment.

Mayor Pro Tem Staudt said he would not support that as a motion maker.

Mayor Gatt said they had a motion and support to amend the original motion, the original discussion on the amendment.

Roll call vote on CM 23-01-011
AMENDED MOTION B

Yeas: Smith, Thomas
Nays: Casey, Crawford, Fischer, Gatt, Staudt

Mayor Gatt said we go back to the original motion. He said before he asked you to call the roll he wanted to say something. He commented this has been an eye-opening experience that evening. He stated there was no ill intention on anybody's part. He said we have dramatic public safety building needs in this community. He stated we are going to study the issue. He mentioned all the meetings will be published and any member of the public will be invited to be part of the meeting. He noted there will be audience participation just like we have at these meetings.

Roll call vote on CM 23-01-011
AMENDED MOTION A

Yeas: Staudt, Casey, Crawford, Fischer, Smith, Thomas, Gatt
Nays: None

City Attorney Schultz suggested to the Mayor that it would be a good time to make the appointments that are listed in the staff report and presumably with yourself as the Chair.

Mayor Gatt announced Mayor Gatt will be the chair, Mayor Pro Tem Staudt will be on the committee, Member Fischer will be on the committee, David Landry, David Molloy, Ted Zuchlewski, and Scott Olson will be on the committee.

5. Consideration of a resolution to create an Older Adults Needs Committee.

Mayor Gatt thought that they may have put the cart before the horse on this one. He believed they needed a motion first to create a resolution because we did not talk about this at our meeting two meetings ago if he remembered correctly. He thought we should first determine whether Council wants a resolution to form a committee for this purpose to study the older adult needs in Novi.

Mayor Pro Tem Staudt mentioned they have talked about this for years, not weeks or months, but years. He believed this is an opportunity for us to get a committee of council members and community interested folks, get them focused on this and make a decision once and for all, whether or not we are going to separate Older Adult Services from our Parks and Recreation Department. He moved to approve the resolution establishing a City Council Older Needs Committee that has provided in the packet support.

CM 23-01-014 Moved by Staudt, seconded by Crawford; CARRIED UNANIMOUSLY

Approval to amend the original resolution to ask the Clerk's office to revise the resolution to state that the Mayor will appoint the Chair and Mayoral appointments to the resulting Committee.

Member Fischer asked the maker of the motion if they could go ahead and amend the resolution similar to the last one to allow for the Mayor to make the chairperson appointments. Mayor Pro Tem Staudt said whatever the last one was, we can incorporate into this one.

Mayor Gatt asked if they had a second. Member Crawford said yes, he seconded the motion. He asked if that would eliminate line five on page two of the resolution. Member Fischer replied we will change line five.

Member Fischer agreed that this has been a long time coming. He spoke with PRCS Director Muck a little bit about it earlier today. He said one thing that he thought was important for this committee, he did not want staff to think that this is anything going kind of a slight towards them or anything. He viewed this committee as Council deciding if you know, the time, the resources, the staff, the money is enough of a priority. He thought that needs to be decided up at the council table. He thought that the staff thus far has done a tremendous job with all the adult services, they have done everything that we have asked, they have stretched every dollar. He said to him this is about seeing if Novi really wants to go to that next level. He thought we do, but he thought that what the committee really needs to search into. He said the key to him was just to make sure that staff, does not see this as a slide or anything like that. He said this is really about City Council prioritizing the next level and the next generation of Older Adult Services. He said it was just a clarification from his perspective. Thank you.

Mayor Gatt wanted to put his two cents on the record. He agreed with everything Member Fischer just said. He said this is certainly not just the opposite of a slate on our staff. He said our former City Manager did a study, he gave us report, he believed at his last meeting and if he heard him correctly, he thought that the Novi older adult

community needs are being met in Novi. He thought in fact, he heard him say that we are ahead of a lot of different cities. He said he did not agree with him, and he thought that he has been part of Novi's history for almost 50 years now and he could tell you that it was a different town. He said it was a different time and it was different population as far as numbers. He thought we have slowed down in our way in the way we service our older adults. He said he would personally would like to see an Older Adult Department, headed by a manager that is his or her only focus. He said what he hoped a committee would come up with. He stated when you see the members of the committee that he has appointed, you will find that there are people that want nothing more than to move Novi forward in this area, our housing is lacking for older adults. He said we have an opportunity maybe to do something in that regard. He remembered before Meadowbrook Commons was here everybody talked about this, and talked about that, and finally we did it He said it is filled, and certainly our population has grown immensely since Meadowbrook Commons has opened up, we have a lot to do. He said our staff today is doing an excellent job with what they have, maybe the answer is they need more staff. Maybe the answer is a whole different department. He said maybe Mr. Auger was right and we don't need anything, he did not know. He said he knew that this committee is going to be charged with really looking into it, and then coming back to Council with their recommendations. He agreed, it is going to cost money. He said this Council will have to wrestle with that dilemma, or the taxpayers will, it will depend on what is requested. He said he looked at this as an opportunity, not as nothing negative about this. He felt that the staff is already doing a great job. His question was, can we do more, and if we can do more, what do we need to do to do more.

Member Thomas asked if this would be replacing the existing Older Adult Services Board, or would it be an addition to it. Mayor Gatt said it was not replacing anything. Member Thomas asked what would delineate the responsibilities of one board versus the committee. Mayor Gatt asked if Interim City Manager Cardenas or City Attorney Shultz could answer her question. Interim City Manager Cardenas explained the current Older Adult Advisory Board is a debt in its name itself. He said it advises the person committee, the Parks Commission, and it's a committee under that body. He stated so by this resolution, be creating your own evaluation or a committee that would just over evaluate the whole services of older adults in the community and he guessed study future expansion or creation of a new department. He thought that is where the delineation lies is when it just simply advises, this will be more of a study and in fact finding.

Member Smith thought it was probably a good time to look at this. He was reluctant to admit this, but he will be 64 this year, and he fell into the older adult category. He said his parents also live in Novi will be 96 and 92, their needs are vastly different than his needs. He said it is not just your stereotypical play bingo kind of thing anymore. He said we need to look at that broad range of people. He said he would support this motion.

Mayor Pro Tem Staudt stated we do not know who your appointments are to this group is yet. He said residents may not realize they all serve on a bunch of different committees. He said one of the responsibilities of the Mayor is to make sure that they do not get overburdened by showing up having committee meetings that are five times a week on

10 different committees. He said it is important that the two committees we are appointing that evening are probably two of the most important during his time on Council. He thought it is important, it is a tough decision. He said he would love to be on this committee, he has a lot of input on it, but in this situation he was going to respect the Mayor's decision because he has a good idea of the bandwidth we have available, and the skill level of the folks he is going to appoint.

Mayor Gatt asked City Attorney Schultz if he should call the names of the committee at this point on vote on this resolution first. City Attorney Schultz said he could inform the council who he intended to appoint, but you could also wait until after. Mayor Gatt said before we vote he would in case this generates discussion. He announced for the Older Adults Needs Committee he appointed Member Laura Casey to chairperson, Member Erica Thomas, Member Brian Smith, and the four residents will be Kathy Crawford, Kim Nice, Debbie Wrobel, and Parks Commission, Mr. Jay Dooley. He said those four members of the public have agreed to sit on this committee, and they will bring much expertise and background to it.

Roll call vote on CM 23-01-014

Yeas: Crawford, Fischer, Smith, Thomas, Gatt, Staudt, Casey

Nays: None

CONSENT AGENDA REMOVALS FOR COUNCIL ACTION:

- B. Approval to award Great Lakes Power and Lighting the Civic Center LED lighting retrofit project in the amount of \$65,594.16.

Member Smith wanted to thank the staff for getting this done, the replacement of the lights in the building here with LEDs. He said it was an example of both how we can be both financially and environmentally sustainable. He said it looked like the payoff is going to be in two to three years. He said we are saving 25% to 35% of energy and the associated CO2 emissions. He said that with that he moved to approve this item.

CM 23-01-015 Moved by Staudt, seconded by Casey; CARRIED UNANIMOUSLY

Approval to award Great Lakes Power and Lighting the Civic Center LED lighting retrofit project in the amount of \$65,594.16.

Roll call vote on CM 23-01-015

Yeas: Fischer, Smith, Thomas, Gatt, Staudt, Casey, Crawford

Nays: None

AUDIENCE COMMENT:

Dr. Ajay Raman thanked the Mayor and City Council and our wonderful City Administrators. He said he has had the pleasure of meeting and interacting with most of you over the last couple of years. He just wanted to take a quick minute and officially

introduce himself as the new Oakland County Commissioner of the 14th District. He said he represented Wixom, Walled Lake, portions of Novi and a portion of Commerce Township. He looked forward to attending many more meetings, participating in any way that he can and contributing in any way that he can. He asked that they consider him as a resource. He stated he looked forward to working with all of you for the next two years. He said if there was anything he could do to continue assisting, supporting, and representing the residents here in Novi, it would be his honor and pleasure to do so. He just wanted to say thank you.

Mayor Gatt thanked him and said congratulations.

COMMITTEE REPORTS: None

MAYOR AND COUNCIL ISSUES: None

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 8:57 P.M.

Cortney Hanson, City Clerk

Robert J. Gatt, Mayor

Transcribed by Deborah S. Aubry

Date approved: February 6, 2023



CITY OF NOVI CITY COUNCIL
FEBRUARY 6, 2023

SUBJECT: Approval of a resolution consolidating Precincts 16 & 17 and 24 & 25 for the May 2, 2023 election.

SUBMITTING DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

On December 13, 2022, Northville Public Schools approved the placement of a bond proposal on the May 2, 2023 ballot. Since there are no other offices or proposals on the May 2nd ballot, only Precincts 16, 17, 24, and 25 will have an election. Election Law allows for the temporary consolidation of precincts under MCL 168.659 for instances such as this.

The first consolidated precinct would be "Precincts 16 & 17" hosted at the Novi Civic Center which is the regular precinct for both locations. The second consolidated precinct would be "Precincts 24 & 25" and would be located at St. James Catholic Church. Only voters who reside in Precinct 25 would have to be notified of this one-time change, as their regular polling location is at Thornton Creek Elementary. The Election Commission approved the consolidation at their meeting on January 26, 2023.

Consolidating these precincts for this specific election would eliminate the need to operate, supply, and staff two additional polling locations on Election Day and result in a cost savings of approximately \$3,000. The affected voters would be notified of this temporary change by mail, and signage will be posted at Thornton Creek Elementary to remind voters of the temporary change that day.

RECOMMENDED ACTION: Approval of a resolution consolidating Precincts 16 & 17 and 24 & 25 for the May 2, 2023 election.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION REGARDING PRECINCT CONSOLIDATION FOR MAY 2, 2023

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on February 6, 2023 at 7 o'clock P.M. Prevailing Eastern Time.

PRESENT: _____

ABSENT: _____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS, on December 13, 2022, Northville Public Schools approved the placement of a ballot proposition on the May 2, 2023 ballot; and

WHEREAS, Michigan Election Law (MCL 168.659) provides that if a county, city, ward, township, village or school district is divided into two or more election precincts, the county, city, ward, township, or village election commissioners may, by resolution, consolidate election precincts for a particular election, with the exception of an August Primary, November General or other statewide or federal election; and

WHEREAS, the May 2, 2023 Special Election is a scheduled election in which consolidation of precincts is allowed; and

WHEREAS, the following precincts are to be consolidated:

Precinct	Combined number of registered voters (as of 1/24/23)	Polling location for 5/2/2023 Election	Address
16 and 17	3,438	Civic Center – Gateway Quarters	45175 W. Ten Mile Novi, MI 48375
24 and 25	3,181	St. James Catholic Church	46325 W. Ten Mile Novi, MI 48375

WHEREAS, the consolidated precincts do not exceed 5,000 registered voters in accordance with MCL 168.659; and

WHEREAS, the voters who are being consolidated, and who will vote at a different polling location, will be notified via USPS by the City Clerk's Office; and

WHEREAS, City Council, in making the determination to consolidate election precincts for this election, have taken into consideration the complexity of the ballot, and the anticipated turn-out, concerning the proposal to be voted upon; and

WHEREAS, The Election Commission approved the consolidation at their meeting on January 26, 2023.

NOW, THEREFORE, BE IT RESOLVED that the City of Novi City Council approves the consolidation of Precincts 16 & 17 and 24 & 25 for the May 2, 2023 Special Election.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

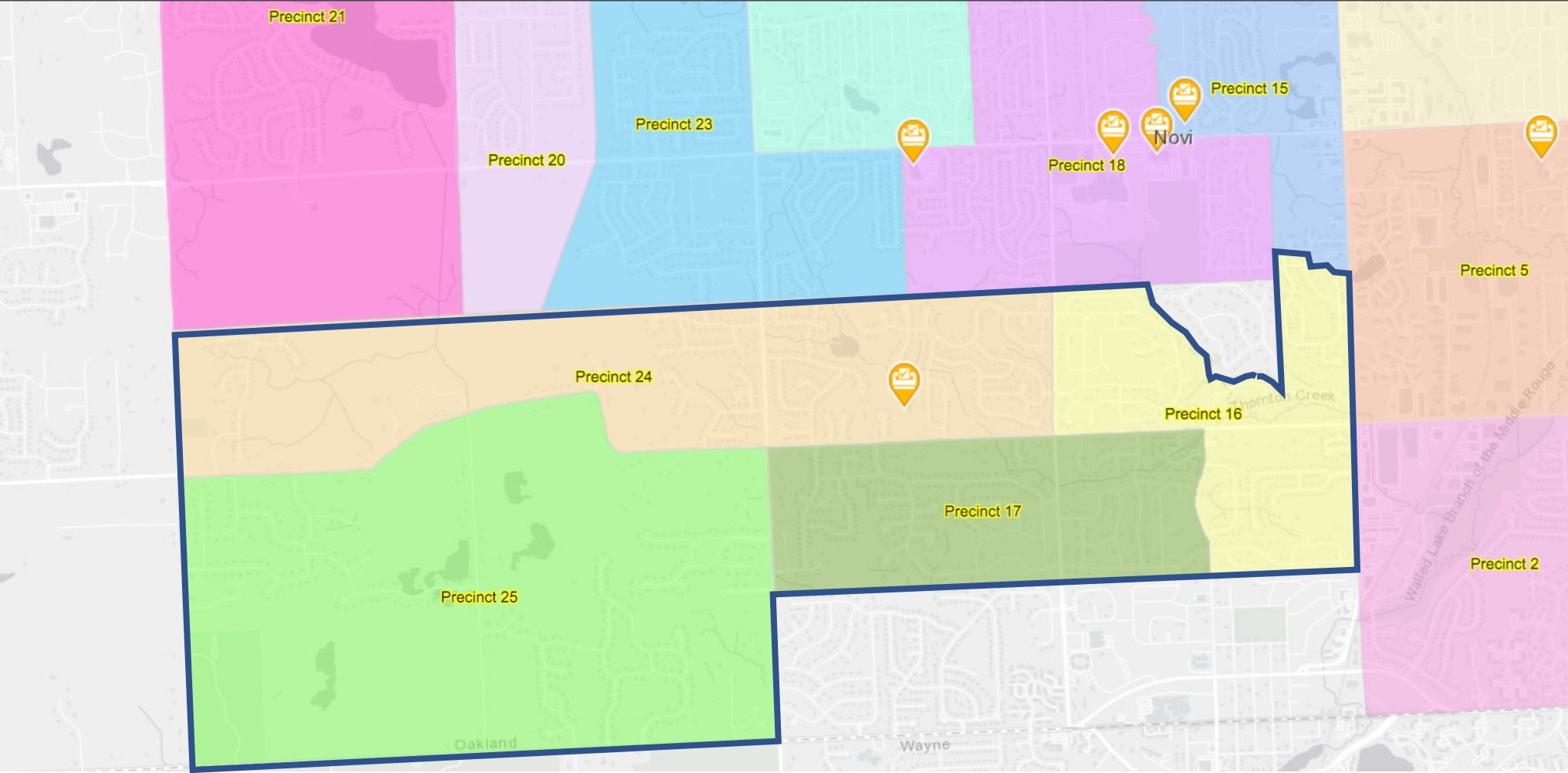
Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 6th day of February 2023, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

Cortney Hanson, City Clerk
City of Novi

Election Polling Places





CITY OF NOVI CITY COUNCIL
FEBRUARY 6, 2023

SUBJECT: Approval to award bid for the Novi Firearms Training Center annual bullet trap clean-out and rubber replacement to Best Technology Systems, Inc., the only qualified bidder, in the amount of \$39,500

SUBMITTING DEPARTMENT: Public Safety – Police

EXPENDITURE REQUIRED	\$39,500
AMOUNT BUDGETED	\$40,000
APPROPRIATION REQUIRED	N/A
LINE ITEM NUMBER	402-402.00-976.000 (\$24,000) 101-301.00-920.301 (\$15,500)

BACKGROUND INFORMATION:

The Novi Firearms Training Center is equipped with an angled steel plate covered with granulated rubber that is used as a backstop that traps bullets fired during training. The granulated rubber covering the angled steel is commonly referred to as a berm. The berm needs to be cleaned out every year to remove lead, and other contaminants. The process of cleaning the berm requires the range to be closed for approximately one week while the work is completed. Upon completion of the cleaning last year, it was estimated that approximately sixty percent of the rubber used for the berm is pulverized. The berm has been in regular use since it was installed in 2008. With this extensive amount of use, the berm needs continual maintenance to ensure rounds fired into it are safely stopped and contained. Since sixty percent of the rubber was determined to be pulverized, a recommendation was made to sift the pulverized rubber, and install new granular rubber in addition to the normal cleaning in FY 2022-23.

An Invitation to Bid (ITB) was posted on the Michigan Intergovernmental Trade Network (MITN) on January 4, 2023. One (1) bid was received on January 24, 2023. Best Technology Systems, Inc. met all the specifications of the bid and is qualified to do the required work. Best Technology Systems has been responsible for cleaning our range for several years, and is very familiar with the work that will be required.

RECOMMENDED ACTION: Approval to award bid for the Novi Firearms Training Center annual bullet trap clean-out and rubber replacement to Best Technology Systems, Inc., the only qualified bidder, in the amount of \$39,500



CITY OF NOVI
NOVI GUN RANGE CLEANOUT AND
RUBBER REPLACEMENT

BID FORM

We, the undersigned as bidder, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

Vendor Name Best Technology Systems, Inc.

A. Proposal #1 - Cleanout	\$ <u>10,475.00</u>
B. Proposal #2 - Credit for Recycle Lead	\$ <u>65.00</u>
C. Proposal #3 - Reduce Paper Wadding	\$ <u>625.00</u>
D. Proposal #4 - Sift Pulverized Rubber/ Supply and Install Granular Rubber	\$ <u>15,850.00</u>
E. Proposal #5 - Supply and Apply Fire Retardant	\$ <u>675.00</u>
F. Proposal #6 - Disposal of Hazardous Waste	\$ <u>11,875.00</u>
D. Other Association Costs (Explain)	\$ <u>0.00</u>

- 10,475-

625-

15,850-

675-

11,875-

We acknowledge receipt of the following Addenda: 1

(please indicate numbers)

39,500

EXCEPTIONS TO SPECIFICATIONS (all exceptions must be noted here):

COMMENTS:

REFERENCES: Please provide at least three client (3) references for projects of similar scope done in the last 3 years.

Company Clarksville Guns & Archery
Address 2121 Old Ashland City Rd. Clarksville, TN 37043
Phone 931-802-8912 Contact name John McConnell

Company Naperville Police Department
Address 1350 Aurora Ave. Naperville, IL. 60540
Phone 630-305-5479 Contact name Sgt. Bill Barrett

Company Greensboro Police Department
Address 1510 Church St. Greensboro, NC. 27405
Phone 336-433-7277 Contact name Officer Chris Wingfield

NON-IRAN LINKED BUSINESS

By signing below, I certify and agree on behalf of myself and the company submitting this proposal the following: (1) that I am duly authorized to legally bind the company submitting this proposal; and (2) that the company submitting this proposal is not an "Iran linked business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, being Michigan Public Act No. 517 of 2012; and (3) That I and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City in this regard.

THIS BID SUBMITTED BY:

Company (Legal Registration) Best Technology Systems, Inc.
Address 12024 S. Areo Dr.
City Plainfield State IL Zip 60585
Telephone 815-254-9554 Fax _____
Representative's Name Gary Chinn
Representative's Title President
Authorized Signature 
E-mail Mail@BTSranges.com
Date 01/23/2023



CITY OF NOVI CITY COUNCIL
FEBRUARY 6, 2023

SUBJECT: Approval of Resolution Appointing Julie Maday and John Samulak to the Economic Development Corporation Board of Directors and, conversely, remove Jeff Wainwright from the board.

SUBMITTING DEPARTMENT: Economic Development

BACKGROUND INFORMATION:

At the December 5, 2022, City Council meeting Mr. Jeff Wainwright was appointed to serve as a board member of the Economic Development Corporation (EDC). However, following his appointment, it was brought to our attention that, per Article VII of the EDC founding document, a board member must be a resident of the City, unless they are an employee of the City of Novi. As Mr. Wainwright is not a resident or employee of the City of Novi, he is not eligible to serve as a board member.

With the vacancy added by Mr. Wainwright's departure leaves three open spots on the EDC. City staff recommends the following residents to fill two of those open slots:

Julie Maday – Former City Council Member

John Samulak – Partner, Plante Moran

RECOMMENDED ACTION: Approval of Resolution Appointing Julie Maday and John Samulak to the Economic Development Corporation Board of Directors and, conversely, remove Jeff Wainwright from the board.

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN
RESOLUTION APPOINTING EDC MEMBERS

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on February 6, 2023, at 7:00 P.M. Prevailing Eastern Time.

PRESENT:

ABSENT:

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

R E C I T A L S:

WHEREAS, the City Council approved the incorporation of the Novi Economic Development Corporation (EDC) in 1979, and it has continuously operated within the City since that date; and

WHEREAS, by state law, the Mayor appoints the members of the Board of Directors with the advice and consent of the City Council; and

WHEREAS, the City Council Rules currently provide (at Section 13) that interviews for the position of member of the Board of Directors shall occur prior to appointments or re-appointments, which are typically effective on March 1; and

WHEREAS, the limited nature of the EDC's current activities and the long service of many of its members justify, in the Council's opinion, appointments/re-appointments without formal Council interview;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor hereby appoints, and City Council hereby approves, the following appointments to the City of Novi Economic Development Corporation (EDC):

Term Expires

Julie Maday

03/01/25

John Samulak

03/01/25

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi at a regular meeting held this 6th day of February, 2023.

Cortney Hanson, City Clerk
City of Novi



CITY OF NOVI CITY COUNCIL
FEBRUARY 6, 2023

SUBJECT: Approval of a Storm Drainage Facility Maintenance Easement Agreement from Lineage Logistics, LLC for Lineage Logistics Parking Lot Expansion, located on the North of Twelve Mile Road between Magellan and West Park Drive (parcel 50-22-09-176-019).

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

BACKGROUND INFORMATION:

The developer of Lineage Logistics, LLC, requests approval of the Storm Drainage Facility Maintenance Easement Agreement (SDFMEA) for the storm water management system associated with the project.

The SDFMEA is a Storm Water Management Ordinance requirement and details the responsibilities of the property owner to properly maintain their privately owned on-site storm water system.

The enclosed agreement has been favorably reviewed by the City Attorney (Beth Saarela, September 9, 2022) and the City Engineering consultant (Spalding DeDecker, June 15, 2020), and is recommended for approval.

RECOMMENDED ACTION: Approval of a Storm Drainage Facility Maintenance Easement Agreement from Lineage Logistics, LLC for Lineage Logistics Parking Lot Expansion, located on the North of Twelve Mile Road between Magellan and West Park Drive (parcel 50-22-09-176-019).

Lineage Logistics SDFMEA

Location Map



Map Author: Humna Anjum
Date: 1/12/2023
Project: Lineage Logistics
Version: 1.0

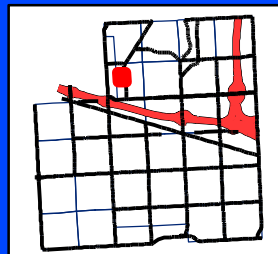
Amended By:
Date:
Department:

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.

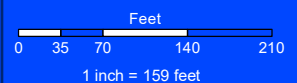
Legend

- Major Roads
- Minor Roads
- Project Parcel



City of Novi

Engineering Division
Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375
cityofnovi.org



ELIZABETH KUDLA SAARELA
esaarela@rsjalaw.com

27555 Executive Drive, Suite 250
Farmington Hills, Michigan 48331
P 248.489.4100 | F 248.489.1726
rsjalaw.com



ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

Jeffrey Herczeg, Director of Public Works
City of Novi
Field Services Complex
26300 Lee BeGole Drive
Novi, MI 48375

**Re: Lineage Logistics JSP 19-47
Storm Drainage Facility Maintenance Easement Agreement**

Dear Mr. Herczeg:

We have received and reviewed and enclosed please find the Storm Drainage Facility Maintenance Easement Agreement for storm water drainage facilities serving the Lineage Logistics development. The Storm Drainage Facility Maintenance Easement Agreement is in the City's standard format and is acceptable as provided. The City's Consulting Engineer has reviewed and approved the attached exhibits. The Agreement appears to be in order and may be placed on an upcoming City Council Agenda for approval. Once approved and executed by the City, the Agreement should be recorded with Oakland County Records by the City Clerk's Office. ***Please note, I added Exhibit A, the legal description of the Condo Unit, and Parcel ID for recording purposes so the Register of Deeds does not reject the document for recording.***

Please feel free to contact me with any questions or concerns in regard to this matter.

Very truly yours,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC

Elizabeth Kudla Saarela

Jeffrey Herczeg, Director of Public Works
City of Novi
September 9, 2022
Page 2

Enclosure

Jeffrey Herczeg, Director of Public Works
City of Novi
September 9, 2022
Page 3

C: Cortney Hanson, Clerk (w/Original Enclosure)
Charles Boulard, Community Development Director (w/Enclosure)
Barb McBeth, City Planner (w/Enclosure)
Lindsay Bell, Planner (w/Enclosure)
Christian Carroll, (w/Enclosure)
Madeleine Daniels, Planner (w/Enclosure)
Ben Peacock, Planning Assistant (w/Enclosure)
Angie Sosnowski, Community Development Bond Coordinator (w/Enclosure)
Ben Croy, City Engineer (w/Enclosure)
Victor Boron, Project Engineer (w/Enclosure)
Rebecca Runkel, Project Engineer (w/Enclosure)
Humna Anjum, Project Engineer (w/Enclosures)
Sarah Marchioni, Community Development Building Project Coordinator (w/Enclosure)
Melissa Morris, Administrative Assistant (w/Enclosure)
Michael Freckelton/Taylor Reynolds/Ted Meadows, Spalding DeDecker (w/Enclosure)
Thomas R. Schultz, Esquire (w/Enclosure)

STORM DRAINAGE FACILITY
MAINTENANCE EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT is made this 16th day of August , 2022, by and between Lineage Logistics Holding, LLC, a Delaware limited liability company, whose address is 46500 Humboldt Drive, Novi, MI 48377 (hereinafter the "Owner"), and the City of Novi, its successors, assigns, or transferees, whose address is 45175 Ten Mile Road, Novi, MI 48375 (hereinafter the "City").

RECITATIONS:

- A. Owner is the owner and developer of a certain parcel of land situated in Section 9 of the City of Novi, Oakland County, Michigan, described on the attached and incorporated **Exhibit A** (the "Property"). Owner has received final site plan approval for construction of a Parking Lot Expansion development on the Property.
- B. The Parking Lot Expansion development, shall contain certain storm drainage, detention and/or retention facilities, including but not limited to, a detention/sedimentation basin, for the collection, conveyance, storage, treatment and/or discharge of storm water from the Property in accordance with all approved plans, and all applicable ordinances, laws and regulations.

NOW, THEREFORE, the Owner hereby covenants and agrees that the Owner shall, at its own expense, perpetually preserve, maintain, and repair all storm drainage, detention and retention facilities, including all wetlands which are part of the system, to insure that the same continue to function as intended. The Owner shall establish a regular and systematic program of maintenance (the "Schedule of Maintenance") for such facilities and areas to insure that the physical condition and intended function of such areas and facilities shall be preserved and maintained. The Schedule of Maintenance and the annual estimated costs for maintenance and repairs for the first three (3) years are described in the attached **Exhibit B**.

In the event that the Owner shall at any time fail to carry out the responsibilities specified within this agreement, and/or in the event of a failure to preserve and/or maintain the storm water drainage, detention and retention facilities in reasonable order and condition, the City may serve

written notice upon the Owner setting forth the deficiencies in maintenance and/or preservation along with a demand that the deficiencies be cured within a stated reasonable time period, and the date, time and place for a hearing before the City for the purpose of allowing Owner an opportunity to be heard as to why the City should not proceed with the correction of the deficiency or obligation which has not been undertaken or properly fulfilled. At any such hearing, the time for curing and the hearing itself may be extended and/or continued to a date certain. If, following such hearing, the person conducting the hearing shall determine that the obligation has not been fulfilled or failure corrected within the time specified in the notice, as determined by the City in its reasonable discretion, the City shall thereupon have the power and authority, but not the obligation, to enter upon the Property, or cause its agents or contractors to enter the Property and perform such obligation or take such corrective measures as reasonably found by the City to be appropriate or necessary with respect to the detention/sedimentation basin within the Easement Area as described in **Exhibit C** and as depicted in **Exhibit D**, for the purposes described above. The cost and expense of making and financing such actions by the City, including notices by the City and reasonable legal fees incurred by the City, plus an administrative fee in an amount equivalent to twenty-five (25%) percent of the total of all such costs and expenses incurred, shall be paid by Owner within thirty (30) days of a billing to the Owner. All unpaid amounts may be placed on the delinquent tax roll of the City as to the Property, and shall accrue interest and penalties, and shall be collected as, and deemed delinquent real property taxes, according to the laws made and provided for the collection of delinquent real property taxes. In the discretion of the City, such costs and expenses may be collected by suit initiated against the Owner, and, in such event, the Owner shall pay all court costs and reasonable attorney fees incurred by the City in connection with such suit.

The Owner, its agents, representatives, successors, and assigns shall defend, indemnify, and hold harmless the City and the City's, elected officials, agents and employees, from any and all costs, claims, suits, actions, losses, damages, or demands, including court costs and attorneys' fees, relating in any way to or arising out of the design, construction, use, inspection, maintenance, repair, or operation (or omissions in such regard) of the storm drainage system which is the subject of this Agreement.

The parties hereto make this Agreement on behalf of themselves, their heirs, successors, assigns and transferees, and hereby warrant that they have the authority and capacity to execute this Agreement and bind the property as described in the terms and conditions of this agreement.

Invalidation of any of these covenants or conditions by Judgment or Court Order shall in no way affect the validity of any other provision which shall remain in full force and effect.

This agreement shall run with the land and be binding upon all owners, their agents, heirs, successors, assigns and transferees.

IN WITNESS WHEREOF, Owner has executed this Agreement as of the day and year first above set forth.

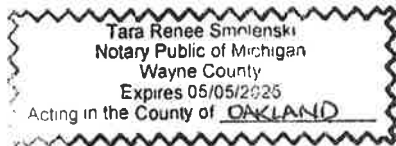
OWNER

Lineage Logistics Holdings, LLC
a Delaware limited liability company

By: [Signature]
Name: Brian J McGowan
Its: CNO

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

The foregoing instrument was acknowledged before me this 29 day of August, 2022,
by BRIAN MCGOWAN, as the OWNER of LINEAGE LOGISTICS



[Signature]
Notary Public
Acting in Oakland County, Michigan
My Commission Expires: 05/05/2025

CITY OF NOVI
A Municipal Corporation

By:
Its:

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

The foregoing instrument was acknowledged before me on this ____ day of _____, 2022, by _____, on behalf of the City of Novi, a Municipal Corporation.

Notary Public
Acting in Oakland County, Michigan
My Commission Expires: _____

Drafted by: Elizabeth Kudla Saarela Johnson, Rosati, Schultz & Joppich, P.C. 27555 Executive Drive, Suite 250 Farmington Hills, MI 48331	And when recorded return to: Cortney Hanson, City Clerk City of Novi 45175 Ten Mile Rd Novi, MI 48375
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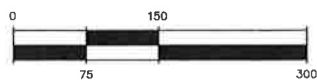
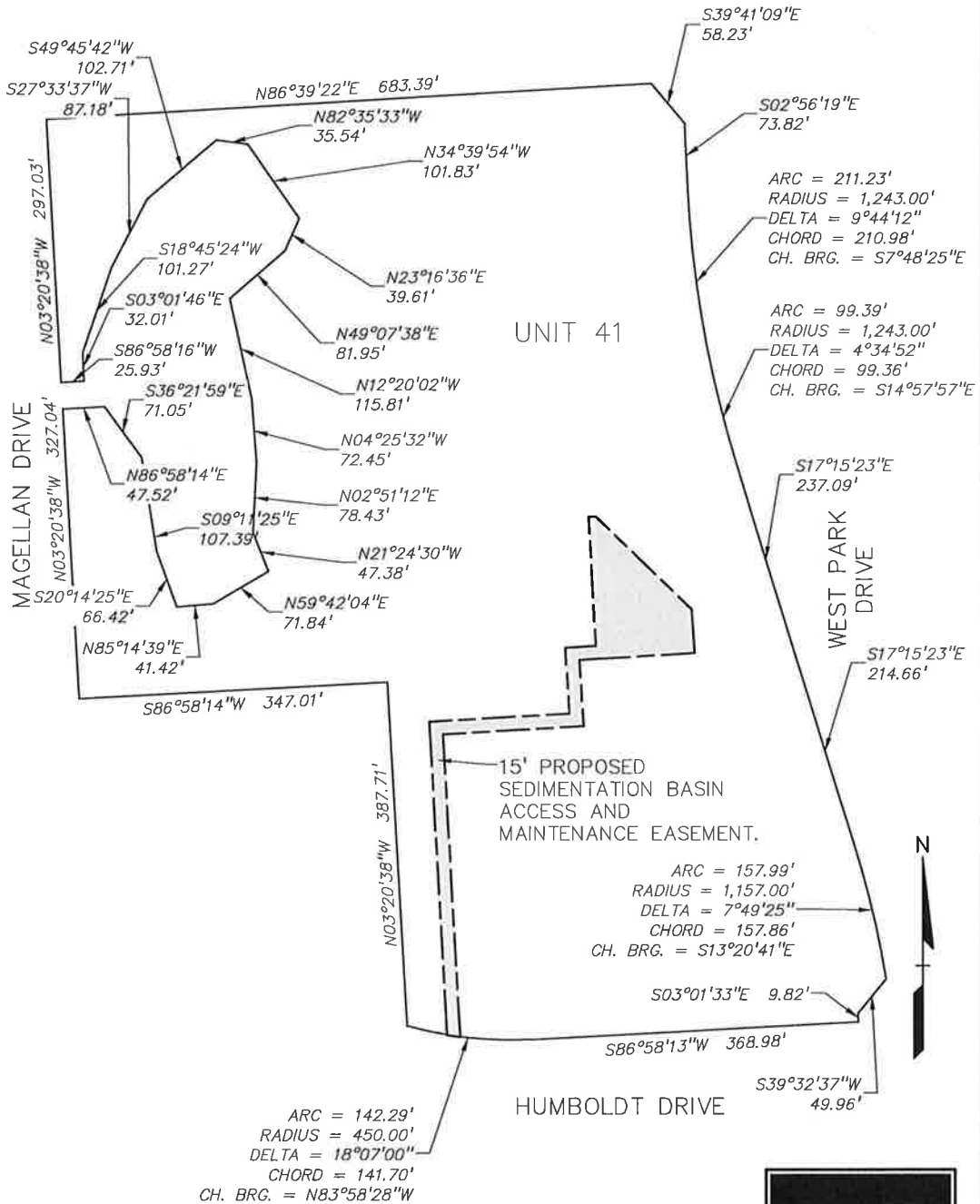
EXHIBIT A

T1N, R8E, SEC 9 OAKLAND COUNTY CONDOMINIUM PLAN NO 1265 BECK WEST CORPORATE PARK NOVI
CONDOMINIUM - UNIT 41 L 53608 P 798

Parcel No. 50-22-09-176-019

EXHIBIT A PROPERTY DESCRIPTION

LEGAL DESCRIPTION
UNIT 41 OF REPLAT NO. 5 BECK WEST CORPORATE
PARK - NOVI CONDOMINIUM ODCP NO. 1265



GRAPHIC SCALE
1" = 150'

CLIENT: LINEAGE 46500 HUMBOLDT DRIVE NOVI, MICHIGAN 48377	SCALE: 1" = 150'	JOB No: 19-436	PEA, Inc. 2430 Rochester Ct, Ste 100 Troy, MI 48063-1872 T: 248.689.9090 F: 248.689.1044 www.peainc.com
	DATE: 6/5/20	DWG. No: 1 of 4	

\\peainc\peo\PROJECTS\2019\2019-436 LINEAGE NOVI -BK\SURVEY-DEPT\19436BND\DWG\19-436 ACCESS AND MAINTENANCE EASEMENT.dwg; RAT

EXHIBIT "B" **SCHEDULE OF MAINTENANCE FOR** **DETENTION SYSTEM**

TASKS	COMPONENTS	Storm Sewer Pipes	Rip-Rap	Pond, Swales	Overflow Structure	SCHEDULE
STORMWATER MANAGEMENT PLAN <u>MAINTENANCE TASKS AND SCHEDULE</u> DURING CONSTRUCTION (RESPONSIBILITY OF CONTRACTOR)						
Inspect for accumulated sediment		X		X	X	Weekly
Removal of accumulated sediment		X		X	X	As directed by Storm Water Operator Inspections, and prior to project turn over
Inspect for floatables and debris		X	X	X	X	Quarterly
Remove floatables and debris		X	X	X	X	As directed by Storm Water Operator Inspections, and prior to project turn over
Inspect for site erosion			X	X	X	Weekly
re-establish vegetation in eroded areas				X	X	As directed by Storm Water Operator Inspections, and prior to project turn over
Inspect storm water system and components during wet weather and compare to plans		X			X	As required and at project turn over
Make adjustments or replacements as determined by annual wet weather inspection.		X	X	X	X	As required
Inspect, remove and repair or replace faulty mechanical and electrical components						As required
Keep copies of all storm water operator reports and make available to City of Novi Personnel		X	X	X	X	Annually
Pavement sweeping						Weekly or as required

TASKS	COMPONENTS	Storm Sewer Pipes	Rip-Rap	Pond, Swales	Overflow Structure	SCHEDULE	ESTIMATED ANNUAL BUDGET		
							1st year	2nd year	3rd year
STORMWATER MANAGEMENT PLAN <u>MAINTENANCE TASKS AND SCHEDULE</u> POST CONSTRUCTION (RESPONSIBILITY OF OWNER/ OWNER'S SITE MAINTENANCE PROVIDER)									
Inspect for accumulated sediment		X		X	X	Annually	\$75	\$75	\$75
Removal of accumulated sediment		X		X	X	Annually first 2 years, then as required	\$500	\$500	\$0
Inspect for floatables and debris		X	X	X	X	Annually	\$75	\$75	\$75
Remove floatables and debris		X	X	X	X	Annually	\$100	\$50	\$50
Inspect for site erosion			X	X	X	Annually	\$75	\$75	\$75
Re-establish vegetation in eroded areas				X	X	Annually	\$400	\$200	\$200
Inspect storm water system and components during wet weather and compare to as-built plans (by professional engineer, reporting to maintenance financing company)		X	X	X	X	Annually	\$125	\$125	\$125
Make adjustments or replacements as determined by annual wet weather inspection.		X	X	X	X	As required	\$150	\$0	\$250
Inspect, remove and repair or replace faulty mechanical and electrical components						Annually	\$150	\$150	\$150
Keep records of all inspections and maintenance activities and make available to City of Novi Personnel						Annually	\$0	\$0	\$0
TOTAL BUDGET:							\$1650	\$1250	\$1000



PEA, Inc.

2430 Rochester Ct, Ste 100
Troy, MI 48063-1672
t: 248.689.9090
f: 248.689.1044
www.peainc.com

CLIENT: LINEAGE 46500 HUMBOLDT DRIVE NOVI, MICHIGAN 48377	SCALE: N.T.S.	JOB No: 2019-436
	DATE: 06/05/20	DWG. No: 2 of 4

EXHIBIT C
INGRESS/EGRESS EASEMENT AND POND AREA

LEGAL DESCRIPTION – Proposed Sedimentation Basin Access and Maintenance Easement
(Per PEA Inc.)

A Proposed Sedimentation Basin Access and Maintenance Easement over Unit 41 of REPLAT 5 BECK WEST CORPORATE PARK – NOVI CONDOMINIUM OCCP No. 1265:

COMMENCING at the Southwest corner of of said parcel; thence 47.01 feet along a curve to the left, having a radius of 450.00 feet, a central angle of 05°59'08", and chord bearing S77°54'32"E, 46.99 feet; to the **POINT OF BEGINNING**;

thence N03°20'34"W, 352.75 feet; thence N86°39'26"E, 158.91 feet;
thence N03°36'28"W, 74.46 feet; thence N86°23'32"E, 34.15 feet;
thence N03°01'46"W, 145.32 feet; thence N86°58'14"E, 7.58 feet;
thence S45°46'01"E, 150.08 feet; thence S03°36'28"E, 48.99 feet;
thence S86°23'32"W, 109.64 feet; thence S86°19'37"W, 19.29 feet;
thence S03°36'29"E, 74.50 feet; thence S86°39'26"W, 158.98 feet;
thence S03°20'05"E, 340.78 feet;
thence 15.26 feet along a non-tangent curve to the right, having a radius of 450.00 feet, a central angle of 01°56'33", and chord bearing N81°52'23"W, 15.26 feet to the **POINT OF BEGINNING**.

Containing 0.482 acres of land, more or less.

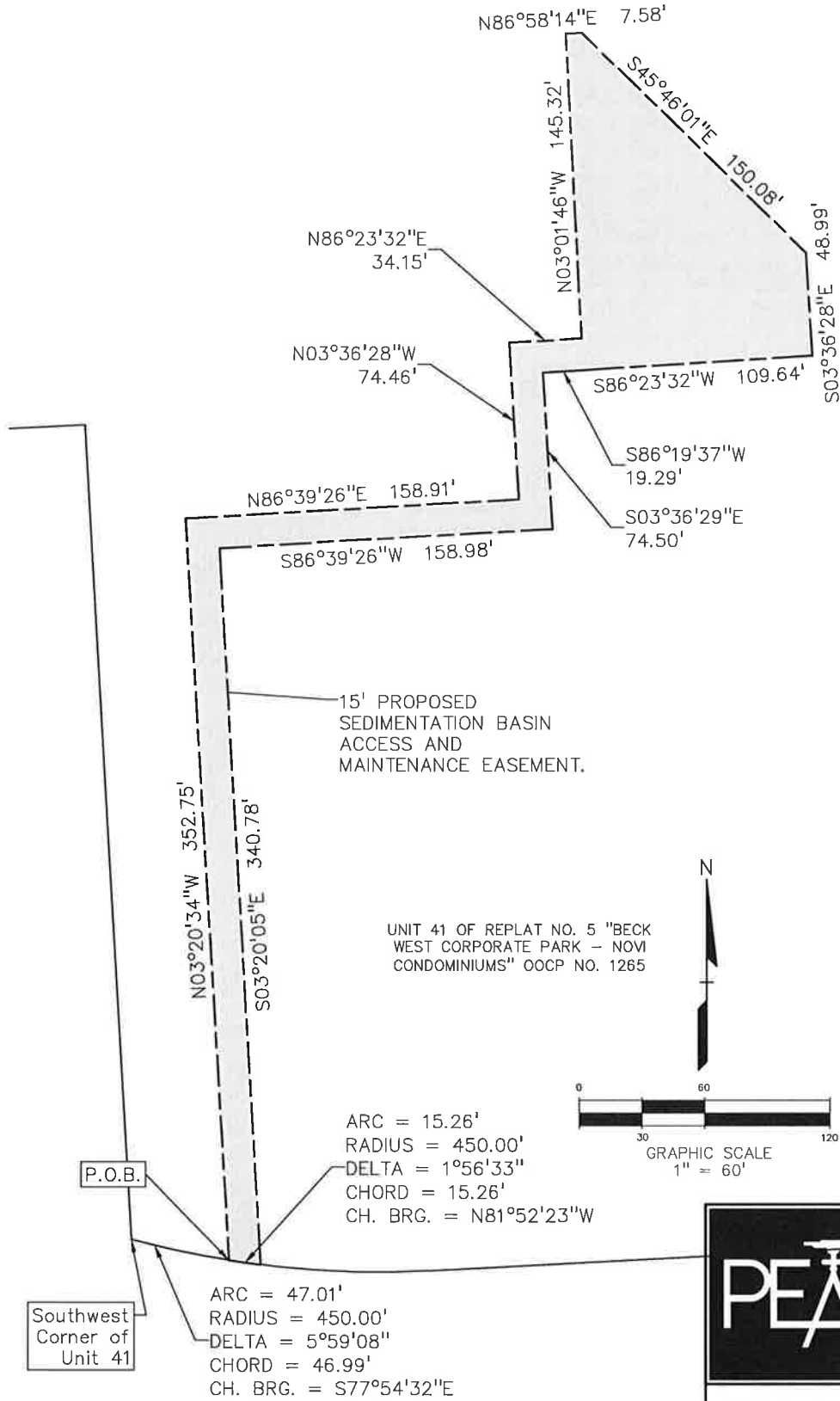


PEA, Inc.

2430 Rochester Ct, Ste 100
Troy, MI 48063-1872
t: 248.689.9090
f: 248.689.1044
www.peainc.com

CLIENT: LINEAGE 46500 HUMBOLDT DRIVE NOVI, MICHIGAN 48377	SCALE: N/A	JOB No: 19-436
	DATE: 6/5/20	DWG. No: 3 of 4

EXHIBIT D SKETCH OF EASEMENT



PEA, Inc.

2430 Rochester Ct, Ste 100
Troy, MI 48063-1872
t: 248.689.9090
f: 248.689.1044
www.peainc.com

CLIENT:	LINEAGE 46500 HUMBOLDT DRIVE NOVI, MICHIGAN 48377	SCALE: 1" = 60'	JOB No: 19-436
		DATE: 6/5/20	DWG. No: 4 of 4

July 15, 2020

Jeff Herczeg
City of Novi
26300 Lee BeGole Drive
Novi, Michigan 48375

Re: Lineage Logistics - Acceptance Documents Review
Novi # JSP19-0047
SDA Job No. NV20-211

INITIAL DOCUMENTS APPROVED – FINAL APPROVAL AWAITING CONSTRUCTION

Dear Mr. Herczeg:

We have reviewed the Acceptance Document Package received by our office on June 8, 2020 against the Final Site Plan (Stamping Set) approved on June 17, 2020. We offer the following comments:

Initial Acceptance Documents:

1. Storm Drainage Facility / Maintenance Easement Agreement

unexecuted: exhibit dated 6/5/20
Exhibits Approved

Final Acceptance Documents

Upon completion of construction, the above easement descriptions will be reviewed against the as-built plans. Any revisions will be required as necessary. All documents must be completed using black ink as the County will reject them otherwise.

Unless otherwise stated above, the documents as submitted were found to be acceptable by our office pending review by the City Attorney. Legal review will not occur until a current title policy is submitted to the City. For those documents which require revisions, please forward those revised documents to the City for further review and approval.

The City Attorney's Office will retain the original documents in their files until such time as they are approved and ready (notarized and executed properly) for the Mayor's signature.

It should be noted that the Plan Review Center Report dated contains all documentation requirements necessary prior to construction and occupancy of the facility.



If you have any questions regarding this matter, please contact this office at your convenience.

Sincerely,

SPALDING DEDECKER



Taylor E. Reynolds, PE
Project Coordinator

Cc (via Email): Victor Boron, City of Novi
 Michael Freckelton, Spalding DeDecker
 Courtney Hanson, City of Novi
 Madeleine Kopko, City of Novi
 Sarah Marchioni, City of Novi
 Ted Meadows, Spalding DeDecker
 Kate Richardson, City of Novi
 Beth Saarela, Rosati, Schultz, Joppich, Amtsbuechler
 Angie Sosnowski, City of Novi



CITY OF NOVI CITY COUNCIL
FEBRUARY 6, 2023

SUBJECT: Acceptance of two sidewalk easements and one highway easement associated with the Wixom Road Rehabilitation project in the amount of \$3,265.85.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

EXPENDITURE REQUIRED	\$ 1,140.79 Parcel 50-22-19-400-010 \$ 1,523.06 Parcel 50-22-19-478-020 \$ <u>602.00</u> Parcel 50-22-17-300-019 \$ 3,265.85 Total
AMOUNT BUDGETED	\$ 309,385.00
APPROPRIATION REQUIRED	\$ 0
LINE ITEM NUMBER	202-202.00-865.214

BACKGROUND INFORMATION:

The Wixom Road Rehabilitation project will consist of milling and resurfacing the asphalt pavement between 10 Mile Road and the northern City limits, about 790 feet south of Grand River Avenue. The center left-turn lane will be extended between Drakes Bay Dr/Acorn Trl and Kelsey Bay Dr/Delmont Dr. Sidewalk gaps will be filled in and ADA improvements will be made to the existing sidewalks. The City's engineering consultant, OHM Advisors, prepared design plans for the project, which identified five parcels requiring easements to replace sidewalk, replace curb and gutter or add sidewalk connections. Two remaining easements are pending execution.

Location	Property Owner	Parcel ID
Vacant, Wixom Rd/10 Mile Rd	Lestlyde Limited Partnership	50-22-19-400-010
Vacant, Wixom Rd/Stonebrook	Monopoly Investments, LLC	50-22-17-300-019
Vacant, Wixom Rd/Drakes Bay Dr	Island Lake Orchards HOA	50-22-19-478-020

The City Attorney reviewed the signed easement favorably (Beth Saarela, January 27, 2023). Rehabilitation of Wixom Road is expected to begin in the summer of 2023.

RECOMMENDED ACTION: Acceptance of two sidewalk easements and one highway easement associated with the Wixom Road rehabilitation project in the amount of \$3,265.85.

Wixom Road Easements

Parcels 50-22-19-400-010 & 50-22-19-478-020

Location Map



Map Author: Runkel
Date: 1/27/23
Project: Wixom Rd Rehab
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.

Legend

 Right of Way - Novi Edits

 Approximate Easement Area



City of Novi

Engineering Division
Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375
cityofnovi.org



0 30 60 120 180
Feet
1 inch = 143 feet

Wixom Road Easements

Parcel 50-22-17-300-019

Location Map



Map Author: Runkel
Date: 1/27/23
Project: Wixom Rd Rehab
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.

Legend



Right of Way - Novi Edits



Approximate Easement Area



City of Novi

Engineering Division
Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375
cityofnovi.org



0 5 10 20 30
Feet
1 inch = 45 feet

ELIZABETH KUDLA SAARELA
esaarela@rsjalaw.com

27555 Executive Drive, Suite 250
Farmington Hills, Michigan 48331
P 248.489.4100 | F 248.489.1726
www.rsjalaw.com



ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

January 26, 2023

Rebecca Runkel, Project Engineer
City of Novi
Field Services Complex
26300 Lee BeGole Drive
Novi, MI 48375

RE: Wixom Road Rehabilitation – Project Easements
Parcels: 22-20-400-010, 22-17-300-019, 22-19-478-020

Dear Ms. Runkel:

We have received and reviewed the following easements that the City has acquired for the Wixom Road Rehabilitation Project:

- Highway Easement – Parcel 22-20-400-010 (\$1,140.79)
- Sidewalk Easement – Parcel 22-19-478-020 (\$602.00)
- Sidewalk Easement – Parcel 22-17-300-019 (\$1,523.06)

The City obtained a Market Study providing the range of valuations of the easement areas. The property owners have agreed to accept the valuations as determined by the Market Study prepared by RS Thomas & Associates, dated November 1, 2022, as just compensation.

The easements may be placed on an upcoming City Council Agenda for acceptance. Once accepted, the easement should be recorded by the City Clerk's Office with the Oakland County Register of Deeds in the usual manner. It is our understanding that the City's Engineering Division has the original easements for recording.

Please feel free to contact me with any questions or concerns in regard to this matter.

Rebecca Runkel, Project Engineer
City of Novi
January 26, 2023
Page 2

Very truly yours,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC



Elizabeth Kudla Saarela

EKS

Enclosures

C: Cortney Hanson, Clerk (w/ Enclosure)
Ben Croy, City Engineer (w/Enclosure)
Thomas R. Schultz, Esquire (w/Enclosure)

SIDEWALK EASEMENT

rf NOW ALL MEN BY THESE PRESENTS, that Monopoly Investments, LLC, a Michigan limited liability company, whose address is 31485 Groesbeck Hwy Suite A, Fraser, MI 48026, for and in consideration of Six-hundred and two dollars (\$602.00), receipt and sufficiency of which is hereby acknowledged, hereby grants and conveys to the City of Novi, a Michigan Municipal Corporation, whose address is 45175 West Ten Mile Road, Novi, Michigan 48375, ~~being exempt pursuant to MCLA 207.505(a), and MCLA 207.526 (a)~~ a permanent easement for a public walkway over across and through property located in Section 33, T.1N., R.8E., City of Novi, Oakland County, State of Michigan, more particularly described as follows:

{See attached and incorporated Exhibit A – Parcel Description Exhibit}

Parcel No. 50-22-17-300-019

The permanent easement for the public walkway is more particularly described as follows:

{See attached and incorporated Exhibit A – Sidewalk Easement}

Grantee may enter upon sufficient land adjacent to said easement for the purpose of exercising the rights and privileges granted herein.

Grantee may install, repair, replace, improve, modify and maintain the easement area as shown in the attached and incorporated Exhibit A.

Grantor agrees not to build or to convey to others permission to build any structures or improvements on, over, across, in, through, or under the above-described easement.

This instrument shall run with the land first described above and shall be binding upon and inure to the benefit of the Grantor, Grantee, and their respective heirs, representatives, successors and assigns.

This easement shall allow public pedestrian and non-motorized traffic and shall permit maintenance, repair and replacement of the paving in the easement area.

This instrument shall be binding and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns.

Dated this 10th day of January, 2023.

{Signature begins on following page}

Signed by:

Monopoly Investments, LLC, a Michigan limited liability company

Raymond Modad
By: Raymond Modad

STATE OF MICHIGAN)
COUNTY OF Macomb) SS

The foregoing instrument was acknowledged before me this 10th day of January, 2023, by Raymond Modad the Member of Monopoly Investments, LLC, a Michigan limited liability company on its behalf.

Julia A. Fecarotta
Notary Public
Macomb County, Michigan
My Commission Expires: June 10, 2023

Drafted by:
Rebecca Runkel
Project Engineer
26300 Lee BeGole Dr
Novi, MI 48375

When recorded return to:
City of Novi
City Clerk
45175 Ten Mile Road.
Novi, MI 48375

JULIA A. FECAROTTA
NOTARY PUBLIC, STATE OF MI
COUNTY OF MACOMB
MY COMMISSION EXPIRES Jun 10, 2023
ACTING IN COUNTY OF macomb

EXHIBIT "B"
WIXOM ROAD REHABILITATION
JN 209477
Tax ID: 50-22-17-300-019
Parcel 02

PARENT PARCEL DESCRIPTION

A parcel of land situated in the NW 1/4 of SW 1/4 of Section 17, Town 1 North, Range 8 East, City of Novi, Oakland County, Michigan, described as follows:

Commencing at the W 1/4 corner of said Section 17; thence S 00°19'14" E 119.02 feet to the Point of Beginning; thence S 89°34'38" E 475.20 feet; thence N 00°19'14" W 275.02 feet; thence S 89°34'38" E 294.77 feet; thence S 00°19'49" E 156.0 feet; thence S 00°19'14" E 510.0 feet; thence N 89°34'38" W 770.0 feet; thence N 00°19'14" W 390.98 feet to the Point of Beginning.

SIDEWALK EASEMENT DESCRIPTION

A parcel of land situated in the SW 1/4 of Section 17, Town 1 North, Range 8 East, City of Novi, Oakland County, Michigan, described as follows:

Commencing at the W 1/4 corner of said Section 17; thence S 00°19'14" E 119.02 feet to a point; thence continuing S 00°19'14" E 390.98 feet; thence S 89°34'38" E 33.01 feet to the Point of Beginning; thence N 00°19'14" W 49.79 feet along the East right-of-way line of Wixom Road; thence S 11°00'08" E 50.79 feet; thence N 89°34'38" W 9.42 feet along the South line of said parent parcel to the Point of Beginning.

Containing 234 square feet, more or less.

Part of Tax ID No. 50-22-17-300-019
WIXOM ROAD

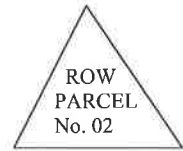
Dated: November 29, 2022
SH

EXHIBIT A

PARCEL 50-22-17-300-019

WIXOM ROAD

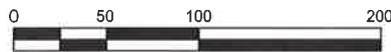
***BEARINGS BASED ON
LEGAL DESCRIPTION #50-22-17-300-019,
PER OAKLAND COUNTY TAX ROLLS



SIDEWALK EASEMENT

LEGEND

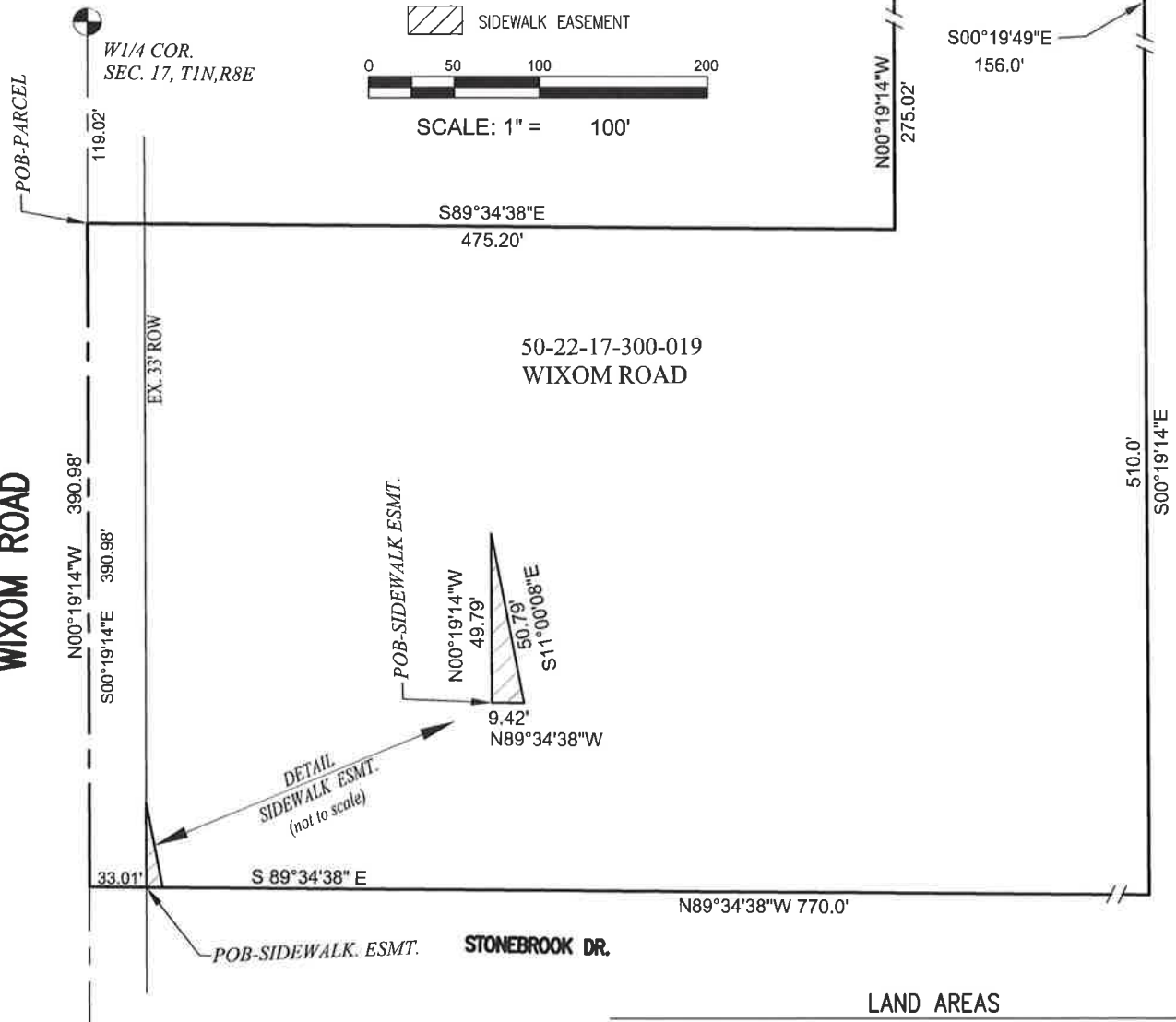
- ROW RIGHT-OF-WAY
- PUBLIC LAND CORNER
- POB POINT OF BEGINNING
- SIDEWALK EASEMENT



SCALE: 1" = 100'



WIXOM ROAD



LAND AREAS

PARENT PARCEL = 8.771 ACRES (382,088 SQ. FEET)
PROPOSED SIDEWALK EASEMENT = 0.005 ACRES (234 SQ. FEET)

WIXOM ROAD REHABILITATION
PARCEL # 50-22-17-300-019
SECTION 17, T.1N., R.8E., CITY OF NOVI,
OAKLAND COUNTY, MICHIGAN

DATE
11-29-2022

SHEET
1
OF 1



CITY OF NOVI

WOT PROJECT #
209477

OHM JOB #
0163-22-0010

34000 Plymouth Road | Livonia, MI 48150 | P (734) 522-6711 | F (734) 522-6427 | WWW.OHM-ADVISORS.COM

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HIGHWAY EASEMENT

KNOW ALL PERSONS that Lestlyde Limited Partnership, a Michigan Limited Partnership ("Grantor"), whose address is 8800 Dix Hwy, Detroit, Michigan 48209, for and in consideration of One-Thousand One-Hundred and Forty Dollars and Seventy-Nine Cents (\$1,140.79), paid to Grantor by the City of Novi, a Michigan Municipal Corporation, ("Grantee"), whose address is 45175 Ten Mile Road, Novi, Michigan 48375, does hereby grant to the Grantee, a permanent easement for all public highway purposes ("Highway Easement") and to construct, operate, maintain, repair, and/or replace roadways, utilities, sidewalk, and other infrastructure improvements in, over, under, upon, and through a portion of the following described premises ("Property") situated in the City of Novi, County of Oakland, State of Michigan as such Highway Easement is more particularly described, drawn and depicted on the attached Exhibit A.

Tax Parcel No.: 50-22-20-400-010

The Highway Easement consists of a variable width easement described as follows:

SEE HIGHWAY EASEMENT DRAWING, ATTACHED AS EXHIBIT "A,"

This Highway Easement includes, but is not limited to, the consent of the Grantor, within the Highway Easement area, to the removal of any trees, shrubs, and/or vegetation, to grading, to the occupancy of the Property by public utilities, and to other matters which, in the sole discretion of the Grantee, may be necessary in connection with all public highway purposes and the construction, operation, maintenance, repair, and/or replacement of roadways, utilities, and other infrastructure improvements in, over, under, upon, and through the Highway Easement. Grantor waives further notice of such actions.

The premises so disturbed by reason of the exercise of any of the foregoing powers shall be restored at Grantee's sole cost and expense to substantially the condition that existed prior to construction by the Grantee, its agents, employees or contractors.

This Highway Easement runs with the land and shall bind the Grantor and the Grantor's heirs, representatives, successors, and assigns. This Highway Easement contains the entire understanding of the Grantor and the Grantee, and there are no other verbal promises between the Grantor and the Grantee except as shown herein.

IN WITNESS WHEREOF, the undersigned hereunto affixed their signatures this 4th day of JANUARY, 2023.

GRANTOR

Lestlyde Limited Partnership, a Michigan limited partnership

BY: 
L. Steven Weiner

STATE OF MICHIGAN)
) SS.
COUNTY OF WAYNE)

The foregoing consent to easement was acknowledged before me this 4th day of JANUARY, 2023, by L. Steven Weiner, the Vice President of Lestlyde Limited Partnership, a Michigan limited partnership, on its behalf.


Notary Public Lynn Gollman
Wayne County, MI
My Commission Expires: 6/13/2028

Parcel No. 50-22-20-400-010

Drafted by:
Elizabeth Saarela, Esq.
27555 Executive Drive, Suite 250
Farmington Hills, MI 48331

When recorded return to:

Cortney Hanson, Clerk
City of Novi
45175 Ten Mile Rd.
Novi, MI 48375

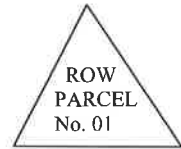
RECORDING FEE _____ REVENUE STAMPS _____

EXHIBIT A

PARCEL 50-22-19-400-010

WIXOM ROAD

***BEARINGS BASED ON
LEGAL DESCRIPTION #50-22-19-400-010,
PER OAKLAND COUNTY TAX ROLLS



HIGHWAY EASEMENT

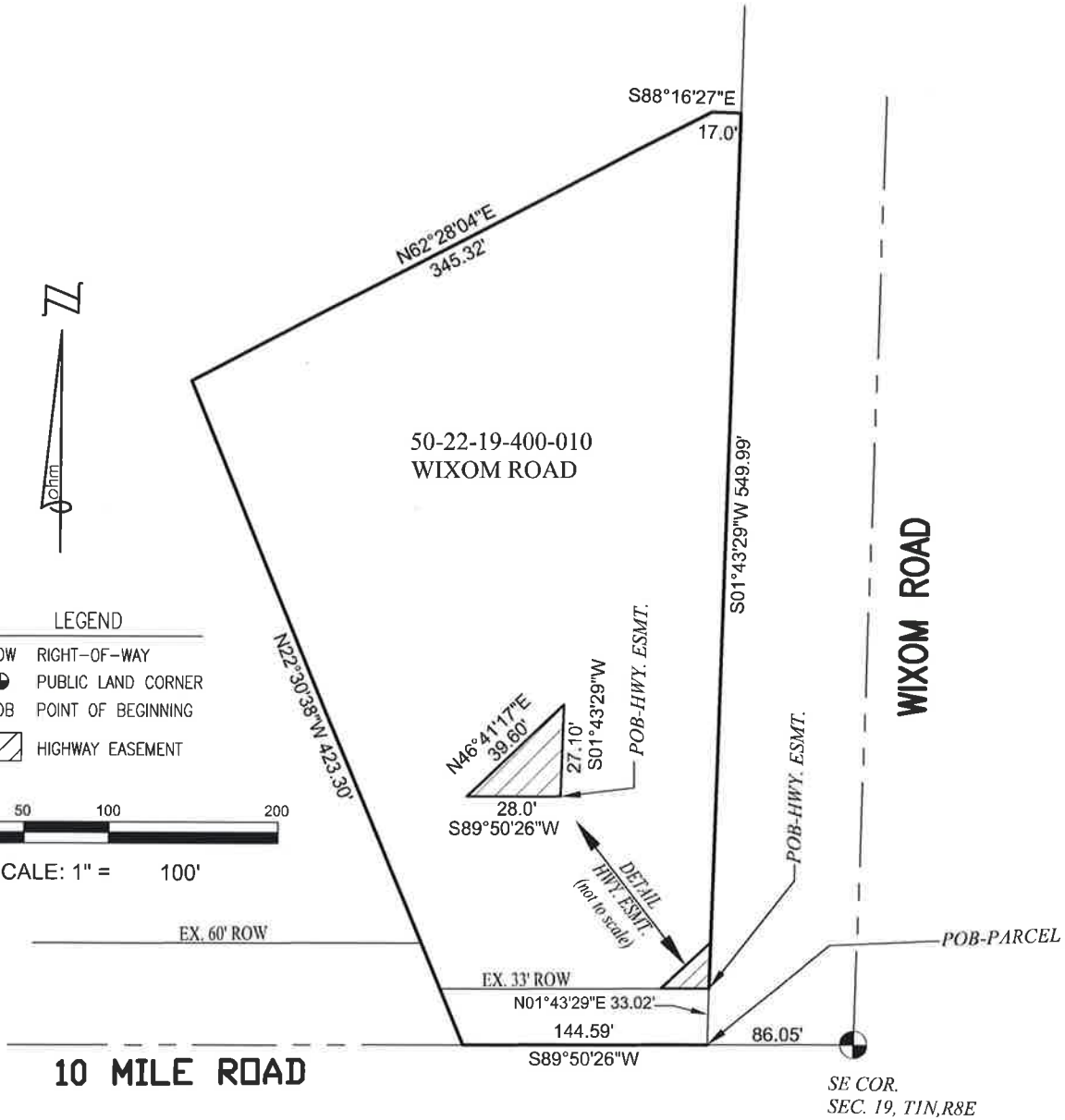


LEGEND

- ROW RIGHT-OF-WAY
- PUBLIC LAND CORNER
- POB POINT OF BEGINNING
- HIGHWAY EASEMENT



SCALE: 1" = 100'



LAND AREAS

PARENT PARCEL = 2.692 ACRES (117,263 SQ. FEET)
PROPOSED HIGHWAY EASEMENT = 0.009 ACRES (379 SQ. FEET)

WIXOM ROAD REHABILITATION
PARCEL # 50-22-19-400-010
SECTION 19, T.1N., R.8E., CITY OF NOVI,
OAKLAND COUNTY, MICHIGAN

DATE
11-04-2022

SHEET
1
OF 1

CITY OF NOVI

PROJECT #
209477

OHM JOB #
0163-22-0010

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EXHIBIT "B"
WIXOM ROAD REHABILITATION
JN 209477
Tax ID: 50-22-19-400-010
Parcel 01

PARENT PARCEL DESCRIPTION

A parcel of land situated in the SE 1/4 of Section 19, Town 1 North, Range 8 East, City of Novi, Oakland County, Michigan, described as follows:

Commencing at the SE corner of said Section 19; thence S 89°50'26" W 86.05 feet to the Point of Beginning; thence S 89°50'26" W 144.59 feet; thence N 22°30'38" W 423.30 feet; thence N 62°28'04" E 345.32 feet; thence S 88°16'27" E 17.0 feet; thence S 01°43'29" W 549.99 feet to the Point of Beginning.

HIGHWAY EASEMENT DESCRIPTION

A parcel of land situated in the SE 1/4 of Section 19, Town 1 North, Range 8 East, City of Novi, Oakland County, Michigan, described as follows:

Commencing at the SE corner of said Section 19; thence S 89°50'26" W 86.05 feet; thence N 01°43'29" E 33.02 feet to the Point of Beginning; thence S 89°50'26" W 28.0 feet along the North right-of-way line of 10 Mile Road; thence N 46°41'17" E 39.60 feet; thence S 01°43'29" W 27.10 feet along the West right-of-way line of Wixom Road to the Point of Beginning.

Containing 379 square feet, more or less.

Part of Tax ID No. 50-22-19-400-010
WIXOM ROAD

Dated: November 1, 2022
SH

SIDEWALK EASEMENT

NOW ALL MEN BY THESE PRESENTS, that Island Lake Orchards Association, a Michigan nonprofit corporation, whose address is 15755 Northline Road, Southgate, Michigan 48195 for and in consideration of One-Thousand Five-Hundred Twenty-Three Dollars and Six Cents (\$1,523.06), receipt and sufficiency of which is hereby acknowledged, hereby grants and conveys to the City of Novi, a Michigan Municipal Corporation, whose address is 45175 West Ten Mile Road, Novi, Michigan 48375, ~~being exempt pursuant to MCL A 207.505(a), and MCL A 207.526 (a)~~ a permanent easement for a public walkway over across and through property located in Section 33, T.1N., R.8E., City of Novi, Oakland County, State of Michigan, more particularly described as follows:

{See attached and incorporated Exhibit A – Parcel Description Exhibit}

Parcel No. 50-22-19-478-020

The permanent easement for the public walkway is more particularly described as follows:

{See attached and incorporated Exhibit A – Sidewalk Easement}

Grantee may enter upon sufficient land adjacent to said easement for the purpose of exercising the rights and privileges granted herein.

Grantee may install, repair, replace, improve, modify and maintain the easement area as shown in the attached and incorporated Exhibit A.

Grantor agrees not to build or to convey to others permission to build any structures or improvements on, over, across, in, through, or under the above-described easement.

This instrument shall run with the land first described above and shall be binding upon and inure to the benefit of the Grantor, Grantee, and their respective heirs, representatives, successors and assigns.

This easement shall allow public pedestrian and non-motorized traffic and shall permit maintenance, repair and replacement of the paving in the easement area.

This instrument shall be binding and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns.

Dated this 6th day of January, 2023.

{Signature begins on following page}

Signed by:

ISLAND LAKE ORCHARDS ASSOCIATION, a
Michigan nonprofit corporation

By: 
Lora Wright

STATE OF MICHIGAN)
) SS
COUNTY OF WAYNE)

The foregoing instrument was acknowledged before me this 6TH day of January, 2023 by
Lora Wright the Managing Agent of the Island Lake Orchards Association, a
Michigan nonprofit corporation _____, on its behalf.


Notary Public
Wayne County, Michigan
My Commission Expires: Aug. 14, 2025

Drafted by:
Rebecca Runkel
Project Engineer
26300 Lee BeGole Dr
Novi, MI 48375

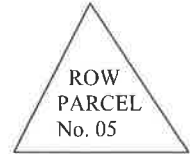
When recorded return to:
City of Novi
City Clerk
45175 Ten Mile Road.
Novi, MI 48375

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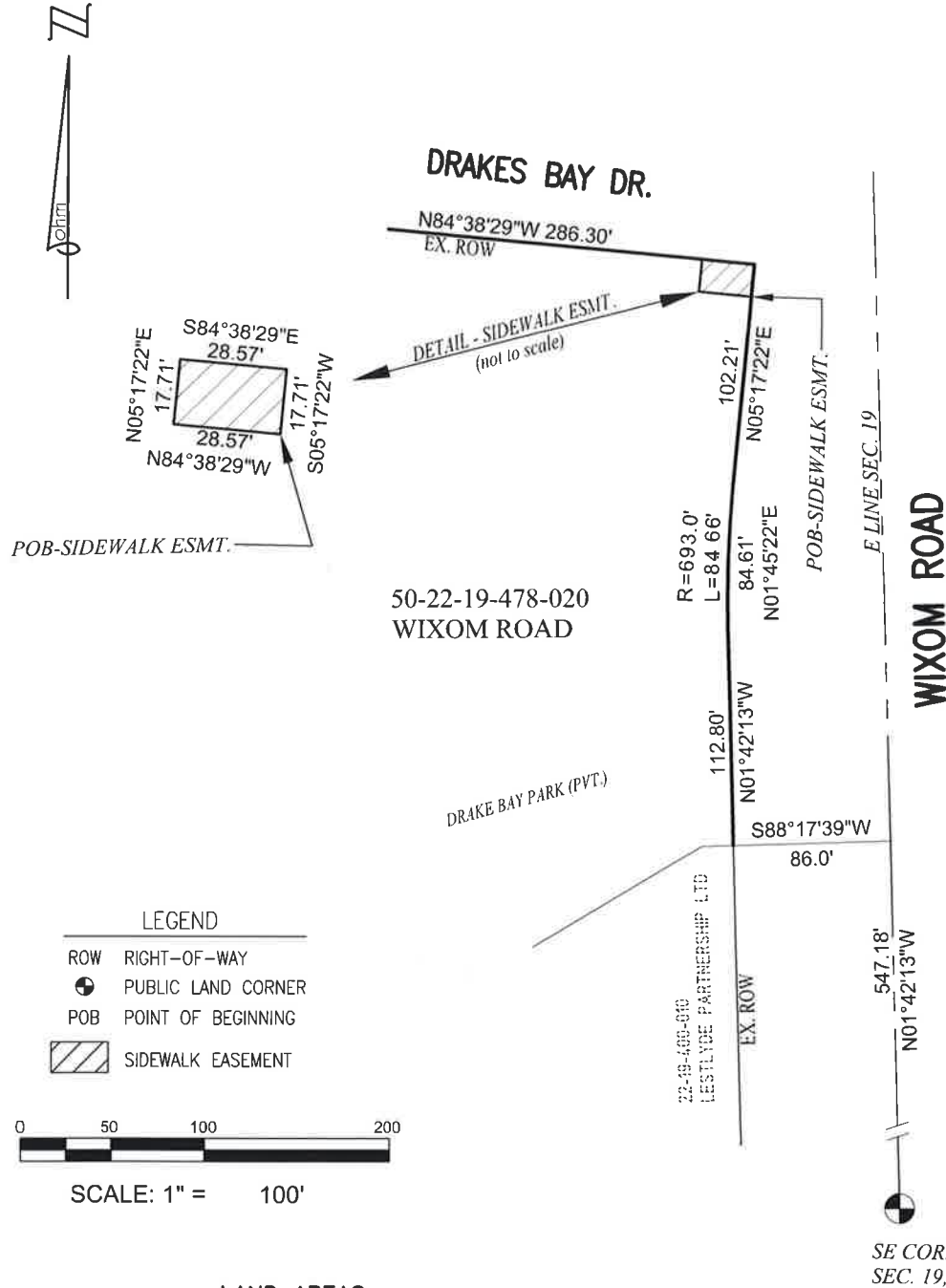


EXHIBIT A
PARCEL 50-22-19-478-020
WIXOM ROAD

***BEARINGS BASED ON
ISLAND LAKE ORCHARDS CONDOMINIUM PLAN No. 1552,
as recorded in Liber 30468, Page 611, Oakland County Records.



SIDEWALK EASEMENT



LAND AREAS

PROPOSED SIDEWALK EASEMENT = 0.012 ACRES (506 SQ. FEET)

WIXOM ROAD REHABILITATION PARCEL # 50-22-19-478-020 SECTION 19, T.1N., R.8E., CITY OF NOVI, OAKLAND COUNTY, MICHIGAN			DATE 11-29-2022	
			SHEET 1 OF 1	
CLIENT: CITY OF NOVI	MOOT PROJECT # 209477	OHM JOB # 0163-22-0010		
34000 Plymouth Road Livonia, MI 48150 P (734) 522-6711 F (734) 522-6427 WWW.OHM-ADVISORS.COM				
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EXHIBIT "B"
WIXOM ROAD REHABILITATION
JN 209477
Tax ID: 50-22-19-478-020
Parcel 05

PARENT PARCEL DESCRIPTION

A parcel of land situated in the S 1/2 of Section 19, Town 1 North, Range 8 East, City of Novi, Oakland County, Michigan, described as follows:

Drakes Bay Park, ISLAND LAKE ORCHARDS CONDOMINIUM PLAN No. 1552, as recorded in Liber 30468, Page 611, Oakland County Records.

SIDEWALK EASEMENT DESCRIPTION

A parcel of land situated in the SE 1/4 of Section 19, Town 1 North, Range 8 East, City of Novi, Oakland County, Michigan, described as follows:

Commencing at the SE corner of said Section 19; thence N 01°42'13" W 547.18 feet along the East line of said Section 19; thence S 88°17'39" W 86.0 feet to a point on the West right-of-way line of Wixom Road; thence along said West line the three following courses: N 01°42'13" W 112.80 feet, 84.66 feet along a curve to the right, Radius 693.0 feet, delta 07°00'00", chord bears N 01°45'22" E 84.61 feet, N 05°17'22" E 102.21 feet to the Point of Beginning; thence N 84°38'29" W 28.57 feet; thence N 05°17'22" E 17.71 feet to a point on the South right-of-way line of Drakes Bay Drive; thence along said South line S 84°38'29" E 28.57 feet; thence S 05°17'22" W 17.71 feet along the West right-of-way line of Wixom Road to the Point of Beginning.

Containing 506 square feet, more or less.

Part of Tax ID No. 50-22-19-478-020
WIXOM ROAD

Dated: November 29, 2022
SH



CITY OF NOVI CITY COUNCIL
FEBRUARY 6, 2023

SUBJECT: Consideration of request to transfer ownership of a Resort Class C and SDM licensed business from Steve & Rocky's of Novi, Inc. to RJ Loomis Productions, LLC., 43150 Grand River Ave., Novi, with Sunday Sales Permit (AM and PM).

SUBMITTING DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

RJ Loomis Productions, LLC requests to transfer ownership of a Resort Class C and SDM license with Sunday Sales permit (AM and PM) from Steve & Rocky's of Novi, Inc. RJ Loomis Productions sole member is Robert Loomis. Mr. Loomis has been employed by Steve & Rocky's since 2019 and has worked in the restaurant industry for over 40 years. While a new name has not been determined, the new owner plans to continue Steve & Rocky's long and distinguished tradition of operating an upscale restaurant with a relaxed atmosphere.

The general licensing policy as stated in Chapter 3 of the City Code states, at Section 3-13, that an applicant must demonstrate in particular that the proposed facility:

- a) Will provide a service, product, or function that is not presently available within the city or that would be unique to the city or to an identifiable area within the city.
- b) Is of a character that will foster or generate economic development or growth within the city, or an identifiable area of the city, in a manner consistent with the city's policies.
- c) Represents an added financial investment on the part of a long-term business or resident with recognized ties to the city and the local community.

More specific review criteria are set forth at subsection 3-15(g), and in addition to the general information regarding the applicant and the facility or building at issue, they require a review of the benefits to the community of the proposed use:

(3) Benefits to community:

- a) The effects that the issuance of a license would have upon the economic development of the city or the surrounding area.
- b) The effects that the issuance of a license would have on the health, welfare, and safety of the general public.

- c) Whether the applicant has demonstrated a public need or convenience for the issuance of the liquor license for the business facility at the location proposed, taking into consideration the following, together with other factors deemed relevant by the council:
1. The total number of licenses for similar establishments and/or operations in the city, considered both in terms of whether such number of similar establishments is needed and whether there may be a need for other types of establishments that could go unmet if the requested license were granted.
 2. The proximity of the establishment to other licensed liquor establishments, the type of such establishments, whether such other establishments are similar to that proposed, and the anticipated impact of all such determinations.
 3. Whether the proposed location is in an area characterized as developed, redeveloping, or undeveloped, and the anticipated impact of approving the newly proposed establishment in light of such character, taking into consideration the need for any type of additional licensed establishment in the area, and the need the particular type of establishment proposed.
 4. The impact of the establishment on city policing and code enforcement activities;
 5. The overall benefits of the proposed establishment to the city;
 6. The overall detriments of the proposed establishment to the city; and
 7. Any other factors that may affect the health, safety, and welfare relative to the need for and/or the convenience of the proposed establishment in the city.

RECOMMENDED ACTION:

Approval of request to transfer ownership of a Resort Class C and SDM licensed business from Steve & Rocky's of Novi, Inc. to RJ Loomis Productions, LLC., 43150 Grand River Ave., Novi, with Sunday Sales Permit (AM and PM), to operate a relaxed upscale restaurant in the same location as Steve & Rocky's with a similar menu because the surrounding neighborhood is commercially zoned, with numerous dining and entertainment businesses. RJ Loomis Productions will continue to compliment the area and provide residents with a dining option which will foster or generate economic development or growth within the city, or an identifiable area of the city, in a manner consistent with the city's policies.



LAW OFFICES

ADKISON, NEED, ALLEN, & RENTROP

PROFESSIONAL LIMITED LIABILITY COMPANY

KELLY A. ALLEN
JESSICA A. HALLMARK
JOHN W. KUMMER
GREGORY K. NEED
G. HANS RENTROP

39572 Woodward, Suite 222
Bloomfield Hills, Michigan 48304
Telephone (248) 540-7400
Facsimile (248) 540-7401
www.ANAfirm.com

OF COUNSEL:

PHILLIP G. ADKISON
KEVIN M. CHUDLER
KATHERINE A. TOMASIK

January 10, 2023

VIA ELECTRONIC MAIL

Ms. Cortney Hanson, Clerk
City of Novi
45175 West Ten Mile Road
Novi, Michigan 48375

**Re: RJ Loomis Productions, LLC
43150 Grand River Ave, Novi, Michigan 48375-1207**

Dear Ms. Hanson:

We represent RJ Loomis Productions, LLC, a Michigan limited liability company ("RJ Loomis Productions") in liquor licensing matters. Enclosed please find RJ Loomis Productions' City of Novi Liquor License Application.

RJ Loomis Productions has entered into an Asset Purchase Agreement to purchase certain business assets from Steve & Rocky's of Novi, Inc., a Michigan corporation ("Steve & Rocky's") located at 43150 Grand River, Michigan (the "Premises"). The purchase includes the furniture, fixtures and equipment and goodwill of Steve & Rocky's existing business, and its Resort Class C and SDM liquor license. In connection with the purchase transaction, RJ Loomis Productions has filed an application with the Michigan Liquor Control Commission to transfer ownership of the liquor license, and for a Sunday Sales (AM and PM) Permit.

RJ Loomis Production's sole member is Robert Loomis. Mr. Loomis has been employed by Steve & Rocky's since 2019 and has worked in the restaurant industry for over 40 years.

The Premises is a free-standing building located at Grand River and Novi Road, and Steve & Rocky's has operated at this location since 1999. RJ Loomis Productions has not yet selected a name for the new business. However, it plans to continue Steve & Rocky's long and distinguished tradition of operating an upscale restaurant with a relaxed atmosphere. The hours of operation will be Monday through Thursday from noon to 9:00 p.m., Friday from noon to 10:00 p.m. and Saturday from 4:00 p.m. to 10:00 p.m. The restaurant will normally be closed on Sundays, but

may open for special events. The business may extend its hours based on customer demand. The restaurant's capacity is posted at 241 patrons.

Enclosed for your review are the following:

1. Liquor License Application (Questionnaires A & B);
2. Site plan;
3. Floor plan of the building; and
4. Proposed Menu.

In addition, we will have our client deliver to your office the application fee, payable to the City of Novi, in the amount of \$1,210.00. We will submit Liquor License Application Questionnaire C and the associated attachments directly to the Novi Police Department.

Please consider all personal and business documents confidential, and please do not release any of this documentation to the public.

We respectfully request that this matter be placed on an agenda for consideration by the Novi City Council as soon as possible. Please let us know if you have any questions, or there is anything further you need to facilitate your review of this application. Thank you for your assistance in this matter.

Very truly yours,

ADKISON, NEED, ALLEN, & RENTROP, PLLC



Jessica Hallmark

JAH/lbp
Enclosures

Questionnaire A – Applicant Cover Information and Procedures for Liquor License

The Novi City Council will consider whether an applicant's proposal for a liquor license is reasonable when measured against the information contained within this completed application. Please answer each question thoroughly. All answers should be typed or printed legibly and neatly in black ink. If the space provided is insufficient for a complete answer, use additional sheets of paper, following the same format used in the questionnaire and attach to that part of the application. Failure to provide all required information or attachments could result in delay or denial of liquor license. All liquor license applications are subject to final approval by the Novi City Council. Please refer to Novi Alcoholic Liquor Ordinance, Articles I-II.

1(a). Name, address and phone number of applicant:

RJ Loomis Productions, LLC

43150 Grand River Ave, Novi MI 48375

Robert Loomis

Sole Member

248-515-8171

1(b). Name, address and phone number of business:

RJ Loomis Productions, LLC

43150 Grand River Ave

Novi, MI 48375

248-374-0688

NOTE: If the applicant is a partnership, you must include the name and address of each partner and attach a copy of the partnership agreement. If the applicant is a privately held corporation, you must include the name and address of each corporate officer, member of the board of directors and/or stockholders. Attach a copy of the articles of incorporation.

2. Type of liquor license applying for (circle all those that apply):

☒ Class C ☐ Resort ☐ Tavern ☐ Club ☐ Hotel A B ☐ Quota ☐ Transfer ☐ Microbrewery/Brewpub

Theme of Proposed Business:

RJ Loomis Productions, LLC is purchasing the existing Class C and SDM license from Steve & Rocky's of Novi, Inc, which has owned and

operated the business located at 43150 Grand River Ave, Novi since 1999. RJ Loomis Productions, LLC will continue to operate the business as an upscale restaurant offering a variety of high quality food and beverage offerings.

3. Street address and legal description of the property where liquor license is to be located:

43150 Grand River Ave, Novi, MI 48375. A legal description is attached to the application.

Questionnaire B – Administrative Background Information for Liquor License

The Novi City Council will consider whether an applicant's proposal for a liquor license is reasonable when measured against the information contained within this completed application. Please answer each question thoroughly. All answers should be typed or printed legibly and neatly in black ink. If the space provided is insufficient for a complete answer, use additional sheets of paper, following the same format used in the questionnaire and attach to that part of the application. Failure to provide all required information or attachments could result in delay or denial of liquor license. All liquor license applications are subject to final approval by the Novi City Council.

1. What is the applicant's management experience in the alcohol/liquor business?

RJ Loomis Productions, LLC's Sole Member, Robert Loomis, has been a manager at Steve & Rocky's since 2019

Prior to working at Steve & Rocky's, Robert Loomis worked from 1998 to 2018 at Flemings Steakhouse. Additionally, Robert Loomis has worked at Capital Grille, Forte and Andiamo's.

2. What is the applicant's general business management experience?

Robert Loomis has a proven track record of successfully operating upscale bars and restaurants.

He has shown a fitness to manage the business at this location. In addition, he has managed various restaurants for 20 years and has worked in the hospitality industry for 40 years.

3. What is the applicant's general business reputation?

Robert Loomis has earned an excellent business reputation in the City of Novi in his capacity as the manager of Steve & Rocky's for the last 4 years.

4. What is the applicant's financial status and ability to build and/or operate the proposed facility on which the proposed liquor license is to be located?

Robert Loomis will use a combination of personal savings, seller financing and a loan from a friend a colleague to financing the acquisition of Steve & Rocky's business assets and associated business start-up costs.

5. What are the applicant's past criminal convictions involving moral turpitude, violence or alcoholic liquors?

Robert Loomis, the sole member of RJ Loomis Productions, LLC, has not had any past criminal convictions.

6. Does the applicant use alcoholic beverages to excess?

Robert Loomis does not use alcoholic beverages to excess.

7. What is the effect that the issuance of a license would have upon the economic development of the surrounding area?

RJ Loomis Productions, LLC is located near the corner of Novi and Grand River Roads. This is a transfer of an existing Class C license that is currently being used at the same location by Steve & Rocky's. The transfer of this license will continue to stimulate and enhance the economic development of this area.

8. What effect would the issuance of a license have on the health, welfare and safety of the general public?

RJ Loomis Productions, LLC will continue to have a positive effect on the surrounding business and the general public.

9. Has the applicant received responses from the Police Department, Building Department and/or Fire Department with regard to the proposed facility?

RJ Loomis Productions, LLC will continue to operate an upscale bar and restaurant in the space that is currently occupied by Steve & Rocky's. The applicant will continue to comply with any directives it may receive from the police department, building department and/or fire department.

10. What is the public need or convenience for issuance of a liquor license for this facility at the proposed location?

RJ Loomis Productions, LLC will continue to provide the local community with a high quality and unique dining option offering a friendly neighborhood atmosphere. Its excellent customer service and competent business practices will be convenient and useful to the public.

11. What is the uniqueness of the proposed facility when contrasted against other existing or proposed facilities and the compatibility of the proposed facility to surrounding architecture and land use?

RJ Loomis Productions, LLC's concept will be similar to Steve & Rocky's. It will continue the longstanding tradition of quality food and beverages and first-rate service that currently makes Steve & Rocky's compatible with the surrounding area, and an asset to the community.

12. Does the facility to which the proposed liquor license is to be issued comply with the applicable building, plumbing, electrical and fire prevention codes and zoning statutes and ordinances applicable to the City of Novi? Has applicant received information from the appropriate departments?

The establishment will continue to comply with building, plumbing, electrical and fire prevention codes, the zoning ordinance and other applicable statutes and ordinances. The applicant anticipates that various City departments will conduct inspections in connection with this application.

13. What effect will the facility to which the proposed liquor license is to be issued have upon vehicular and pedestrian traffic in the area?

RJ Loomis Productions, LLC has sufficient parking for the establishment and has easy access and egress from the business. Therefore, the continued operation of a Class C liquor licensed restaurant at this location will not adversely affect vehicular traffic and will continue to have a positive impact on the area.

14. What is the proximity of the proposed business facility to other similarly situated licensed liquor facilities?

There are several licensed businesses located close to RJ Loomis Productions, LLC. Bonefish Grill, Wasabi and BD's Mongolian Grill are other Class C licensed businesses in the area.

15. What is the proximity of the proposed facility to complimentary uses such as office and commercial development?

There are multiple commercial businesses surrounding this location that are located in the northeast area of Novi Road and Grand River Avenue. RJ Loomis Productions, LLC is located in a commercial mall area.

16. What effect would the proposed facility have upon the surrounding neighborhood and/or business establishments, including impacts upon residential areas, church and school districts?

The establishment is located in a commercial area. There are no residential homes, churches or schools in the immediate vicinity.

17. What proposed or actual commitments are being made by the applicant to establish permanency in the community?

RJ Loomis Productions, LLC has signed a lease with the landlord for a term of 5 years with two (2) options to extend the lease term for a period of 5 years each.

18. What utilities are available to serve the facility?

All utilities are available to the facility.

19. What other factors should the Novi City Council consider?

RJ Loomis Productions, LLC will continue to operate an upscale restaurant at this location to serve Novi's residents and businesses, and to create a destination that will attract people to the City of Novi from surrounding communities. The restaurant will continue to offer high quality food and drink options, similar to Steve & Rocky's current offerings. The continued operation of an upscale restaurant at this location by an owner with a proven track record will be a tremendous benefit to the community.

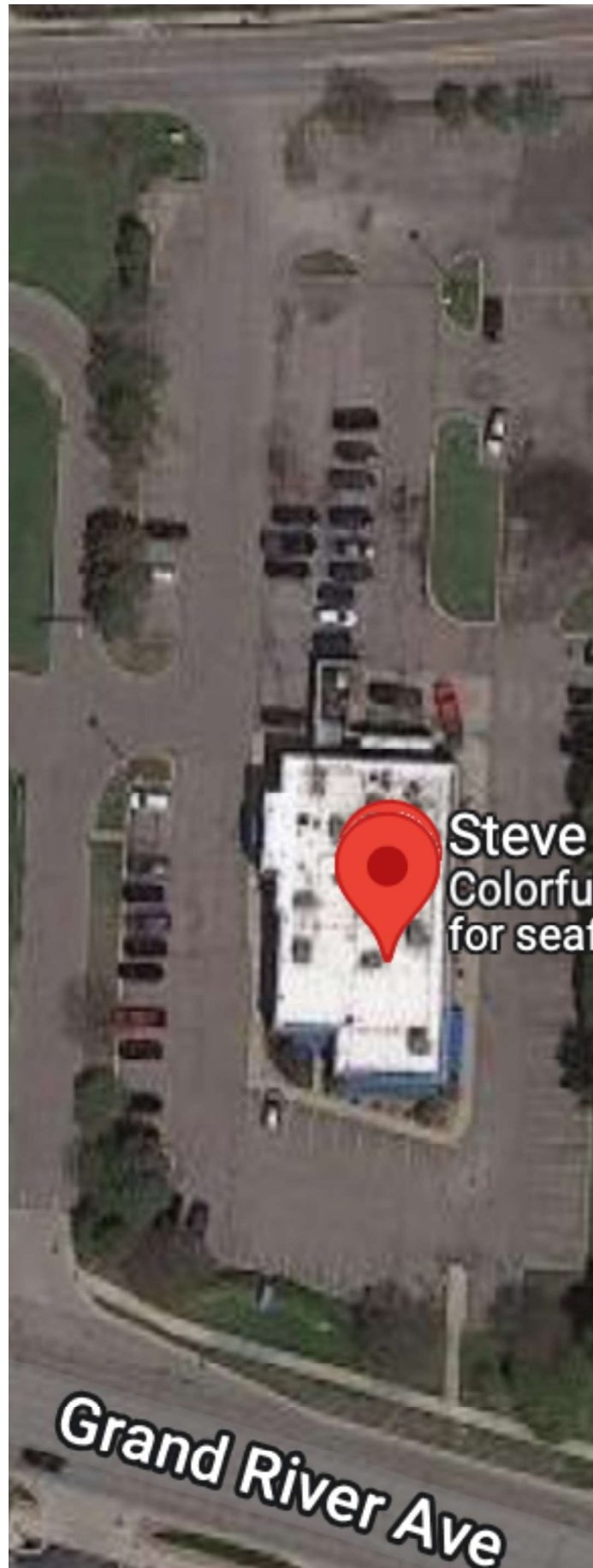
LEGAL DESCRIPTION

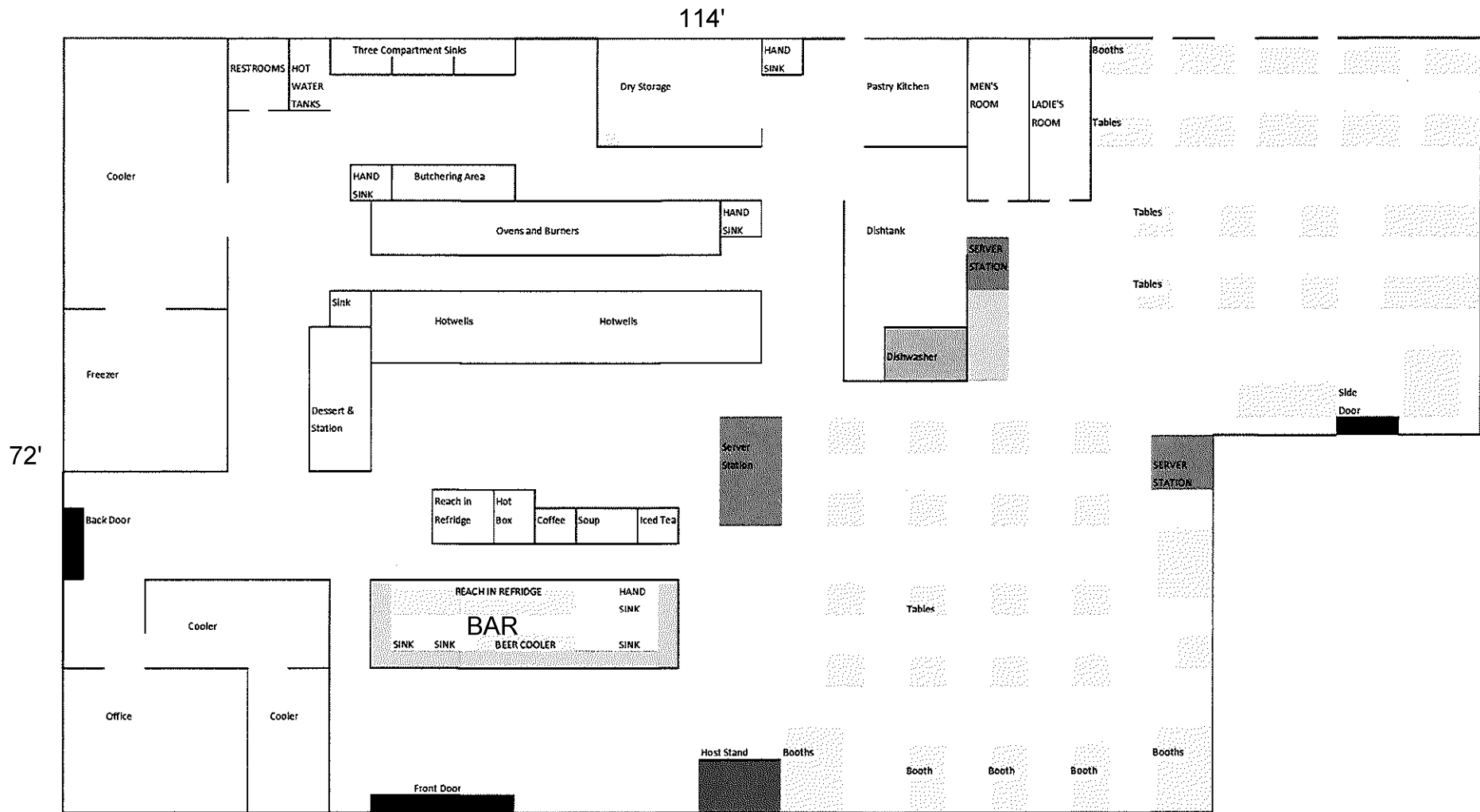
Part of the Northwest $\frac{1}{4}$ of Section 23, Town 1 North, Range 8 East, City of Novi, Oakland County, Michigan described as commencing at the Northwest $\frac{1}{4}$ corner of said Section 23; thence along the North section line north 87 degrees 28 minutes 51 seconds east 936.65 feet and South 13 degrees 38 minutes 41 seconds West 34.37 feet and North 87 degrees 28 minutes 51 seconds east 269.15 feet to the point of beginning. Proceeding thence North 87 degrees 28 minutes 51 seconds East 166.35 feet; thence South 02 degrees 00 minutes 21 seconds West 290.21 feet; thence North 73 degrees 44 minutes 04 seconds West 186.73 feet; thence North 01 degrees 50 minutes 38 seconds East 285.82 feet; thence North 04 degrees 37 minutes 10 seconds East 111.40 feet to the point of beginning.

Commonly known as: 43150 Grand River

Tax Id #22-23-105-001

S&R Site Map, 43150 Grand River Ave, Novi, MI 48375





New Restaurant

Soup

Chef Milos' Mushroom Cup 5.25 Bowl 6.25
New England Clam Chowder Cup 6.25 Bowl 7.25
Soup of the Day Cup 5.25 Bowl 6.25
Tasting of Three Soups 7.50

Salads

Chef Amanda's Spinach Salad mixed greens, burrata, olive oil, balsamic reduction, fresh herbs 10.50
House assorted greens, walnuts, red onions, dried cranberries, grapefruit, honey mustard vinaigrette 8.50
Rocky's Caesar romaine hearts, parmesan, tapenade, garlic and alouette croutons 10.50
Add to any salad: Grilled Chicken Breast 8.00 / Grilled Atlantic Salmon 11.00
Tenderloin Tips 12.00 / Grilled Cajun Shrimp 12.00

First Course

Lake Perch Taco Cajun Remoulade, lettuce, tomato, sriracha, pickled red onions 12.00
Jonah Shrimp and Crab Cake fennel citrus salad, lime crema 12.50
Crispy Calamari sriracha mayonnaise, pickled peppers, mixed greens 12.50
Jumbo Shrimp Cocktail 16.50
Crispy Pork Belly habanero honey, zucchini chutney 12.50
Cast Iron Seared Yellowfin Tuna Cajun spices and a soy-Coleman mustard sauce 14.50

Main Course – All Inclusive

Roasted Acorn Squash
stuffed with basmati, lentils, almonds, dried tart cherries and spinach, carrot purée, shallot coulis 19.50
Grilled Atlantic Salmon
vermouth sauce with capers, artichoke and lemon, cheesy grits, asparagus 27.50
Walleye Sauté
Remoulade, red skin potatoes, green beans 28.00
Lake Perch Sauté
brown butter vinaigrette, basmati, wilted spinach with shiitake mushrooms, toasted hazelnuts 31.50
Jumbo Gulf Shrimp and Linguine Scampi
white wine, butter, red pepper flakes, olive oil, lemon juice 28.50
Sea Scallops Sauté
tomato vinaigrette, penne carbonara with prosciutto, parmesan, peas and cream 36.50
Some kind of Half Chicken
natural sauce, Lyonnaise potatoes, green beans 21.00
"Chicken Cordon Blue"
Swiss, smoked ham, natural sauce, mashed red skin potatoes, sunny egg, green beans 21.50
Roast Indiana Duckling
natural sauce, glazed sweet potato, braised cabbage with bacon and onion, apple sauce 24.50
Barbeque St. Louis Ribs
Traverse City cherry and coffee glaze, whipped mashed potatoes, sautéed corn off the cob 24.75
Pan Seared Pork Chop 14 oz.
natural jus, cheesy grits, braised cabbage with bacon served with apple sauce 36.50
Braised Short Rib of Beef
Burgundy sauce, slow cooked carrots and roasted vegetables, scalloped potatoes 38.00

Main Course - A la Carte

Double Cut Lamb Chops (4) 42.00
NY Steak 16 oz. 48.00
Filet Mignon 6 oz. 42.00 / 10 oz. 56.00
Grilled Ribeye 14 oz. 47.00

All steaks and chops grilled to order and served with natural jus
Add Roquefort butter 4.00 / Garlic Butter 4.00 / Zip Sauce 3.00

Sides

Three Cheese Mac and Cheese 6.00
Truffle Fries 7.00
Mashed Red Skin Potatoes 5.00
Lyonnaise Potatoes 7.00
Basmati Rice 6.00
Cheesy Grits 6.00
Scalloped Potatoes 8.00
Roasted Mushrooms with Cipollini onions and Whole Garlic Cloves 10.00
Asparagus 8.00
Green Beans 4.00
Braised Cabbage with Bacon and Onions 7.00

*Ask your server about menu items that are cooked to order or served raw.
Consuming raw or undercooked meats, poultry, seafood, shellfish or eggs
may increase your risk of food borne illness.

All parties of 8 or more must be on one check and an 18% gratuity will be applied.



cityofnovi.org

Receipt: 11718

01/10/23

Page

The sum of: \$1,210.00

ROBERT LOOMIS

6976 PEBBLE CREEK WOODS DR
WEST BLOOMFIELD MI 48322

LIQUOR

1,210.00

Total

1,210.00

TENDERED:

CHECKS

339

1,210.00

Signed: _____



MEMORANDUM

TO: MELISSA MORRIS, DEPUTY CITY CLERK
FROM: CHARLES BOULARD, DIRECTOR OF CD
SUBJECT: LIQUOR LICENSE TRANSFER
DATE: JANUARY 24, 2023

The property located at **43150 GRAND RIVER AVE** with the business name of **RJ Loomis Productions** has received a Special Inspection for the purpose of:

- ☐ Auctions
- ☒ **Liquor License: RJ Loomis Productions (Name of restaurant TBD)**
- ☐ Arcade License
- ☐ Massage License
- ☐ Outdoor Gathering
- ☐ Outdoor Seating
- ☐ Other:

From building safety standpoint, the Building Division does not object to the proposed license. Should you have any further questions with regards to this matter please feel free to contact me at (248) 347-0423.



January 18, 2023

CITY COUNCIL

Mayor

Bob Gatt

Mayor Pro Tem

Dave Staudt

Laura Marie Casey

Hugh Crawford

Justin Fischer

Brian Smith

Ericka Thomas

Interim City Manager

Victor Cardenas

City Clerk

Cortney Hanson

TO: Cortney Hanson, City Clerk

FROM: Fire Marshal – Kevin Pierce

SUBJECT: -Liquor Business License –
RJ Loomis Productions, LLC (Steve and Rocky's)

A fire inspection has been conducted at the above business located at 43150 Grand River, Novi, MI 48375, and the business has been found to be in compliance with the adopted fire prevention code. The Liquor License for 2023 is recommended for Approval.

Novi Public Safety Administration

45125 Ten Mile Road
Novi, Michigan 48375
248.348.7100
248.347.0590 fax

cityofnovi.org

MEMORANDUM



TO: MELISSA MORRIS, DEPUTY CITY CLERK
FROM: ERICK W. ZINSER 
DIRECTOR OF PUBLIC SAFETY / CHIEF OF POLICE
INITIATED BY: ERIC LINDBLADE, DETECTIVE 
SUBJECT: TRANSFER OWNERSHIP / CLASS C LIQUOR LICENSE
APPLICATION, RJ LOOMIS PRODUCTIONS, LLC.
DATE: JANUARY 26, 2023

Liquor License Request:

RJ Loomis Productions LLC., requests to transfer ownership of a 2022 Class C licensed business from Steve & Rocky's of Novi, located at 43150 Grand River Avenue, Novi, MI 48375. This location is going to remain Steve & Rocky's until RJ Loomis selects a new name.

Applicant / Background Information:

RJ Loomis Production is solely owned by Robert Loomis, who has been an employee of Steve & Rocky's since 2019 and in the restaurant industry for over 40 years. RJ Loomis has entered into an Asset Purchase Agreement to purchase certain business assets from Steve & Rocky's of Novi, Inc. The purchase includes the furniture, fixtures and equipment and goodwill of Steve & Rocky's existing business, and its Resort Class C and SDM liquor license. In connection with the purchase transaction, RJ Loomis has filed an application with the MLCC to transfer ownership of the liquor license, and for a Sunday Sales (AM and PM) Permit.

Criminal History/Police Contacts:

There are no negative CLEMIS contacts associated with RJ Loomis Production.

Delinquent Taxes Review

There are no prior delinquent taxes at this location.

Michigan Liquor Control Commission (MLCC):

There are no active violations.

Financial Review by the City of Novi Finance Department:

Based upon the financial data provided, no issues were found to prevent the liquor license application process from proceeding.

Summary:

Based on the information provided and the subsequent liquor investigation, I find no reason to deny the applicant's request. This request requires the approval of the Novi City Council.

C: Victor Cardenas, City Manager



CITY OF NOVI CITY COUNCIL
FEBRUARY 6, 2023

SUBJECT: Approval to award Miracle Method Surfacing Refinishing the tile and partition refinishing project in the four restrooms on the City Hall side of the Civic Center in the amount of \$79,840.00.

SUBMITTING DEPARTMENT: Integrated Solutions – Facilities Management

EXPENDITURE REQUIRED	\$79,840.00
AMOUNT BUDGETED	\$116,820.00
APPROPRIATION REQUIRED	\$0
LINE ITEM NUMBER	101-265.00-976.084

BACKGROUND INFORMATION: In February of 2021, the two restrooms on the Community Center side of the Civic Center were updated using this same contractor and refinishing method with excellent results. The wall and flooring tiles were repaired as needed, cleaned, and then sealed with high-tech acrylic resin to seal the grout lines and tile completely. In addition, the partition dividers were resurfaced in the men's and women's restrooms and similarly coated, thus providing extra protection and a clean new look. If approved, this same application, color, and method will be applied to the four restrooms on the City Hall side of the Civic Center, providing a universal, matching look across all the restrooms. This approach is 50% less expensive than replacing the tile and extends the useful life of the surface by 10-15 years.

RECOMMENDED ACTION: Approval to award Miracle Method Surfacing Refinishing the tile and partition refinishing project in the four restrooms on the City Hall side of the Civic Center in the amount of \$79,840.00.

Estimate



Estimate: Q-852194
Novi Civic CenterPatricia Deering
2487273405
pdeering@cityofnovi.org

Service Address:
45175 West 10 Mile Road
Novi, MI 48375

Estimate Date: Monday Jan 16th 2023
Total: \$79,840.00

Billing Address:
45175 West 10 Mile Road
Novi, MI 48375

PRODUCT	UNIT PRICE	QTY	TOTAL
Wall Tile	\$11,100.00	4	\$44,400.00
Repair and refinish tile wall			
Color: --None--			
Floor Tile	\$5,200.00	4	\$20,800.00
Repair and refinish floor tile			
Color: --None--			
Non-Standard Product	\$2,100.00	4	\$8,400.00
Repair and refinish partitions.			
Cosmetic Repair	\$1,560.00	4	\$6,240.00
Chip repair			
			Subtotal \$79,840.00
			Sales Tax \$0.00
			Total 79840.00

Notes:

THANK
YOU

Instructions, Terms, and Agreements

You have requested that Miracle Method clean, repair, restore or refinish your property. You understand that this process involves some risks including the following:

Limited Warranty

LIMITED WARRANTY: Bathtubs, wall tile, counters, and fiberglass fixtures are warranted against failure of adhesion of the applied finish for a period of five years for residential* use and one year for commercial use. Sinks, floors, spot repairs, slip-resistant surfaces and other refinished surfaces are warranted for a period of one year against failure of adhesion of the applied finish. This limited warranty is provided by your local Miracle Method franchise that performed the work and is subject to any other conditions stated on the face of the invoice. For items such as Easy Step, grab bars, or shower doors, only the installation is warranted for a period of one year. Any product warranty is provided by the manufacturer. This limited warranty is provided by your local Miracle Method franchise that performed the work and is subject to any other conditions stated on the face of the invoice and to the following conditions which will void any warranty. Caulk, rust stains, plumbing, reoccurring rust, mildew, and mold are not warranted. This warranty covers the workmanship provided by an independent franchisee. Travel charges may apply. Any warranty claim must be submitted to and verified by the franchisee that performed the work. The franchisor of Miracle Method makes no warranty, either direct or implied, for any job.

The Limited Warranty covers only the failure of adhesion. The following incidents or practices can damage or degrade a refinished surface and will void any warranty. **A.** Chips, scratches, or other impact damage caused by sharp or falling objects, whether from accidental or intentional abuse. **B.** The use of chemicals, hair dyes, or products such as hydrogen peroxide that can stain or damage the finish. **C.** Surface remaining continuously wet from items such as bathmats (without drying out between uses), improper drainage, leaking/dripping plumbing or standing water for extended periods of time. **D.** Any movement in the substructure of the surface which, in turn, causes movement in the refinished surface resulting in a crack or split in the refinished surface or grout lines. **E.** Damage from any activity or use which is not a normal or intended use of the fixture or surface as recommended by the original manufacturer. **F.** Care and cleaning contrary to the Care and Cleaning Instructions.

Exclusive Remedy: The sole and exclusive remedy for a claim under this limited warranty is repair of the Miracle Method finish that is proven to be defective by the Miracle Method Franchise that performed the work. Appearance of repaired areas may vary from the original finish.

Disclaimer: This limited warranty is given in lieu of any other warranty, express or implied. There are no warranties, express or implied, including warranties based on samples or oral statements, which extend beyond the description on the face of this document. Implied warranties of merchantability and of fitness for a particular purpose are excluded.

CARE AND CLEANING:

1. Refinished surfaces must be allowed to cure for at least 24-48 hours, as instructed by the franchisee's technician. Do not touch or use the surface during these times! Damage from contact prior to recommended cure times may require reapplication and additional costs. Refinished surfaces must remain free of moisture or water during the curing time.

2. Your refinished surface must be regularly cleaned to avoid any buildup of dirt, soap scum, grease, or mineral deposits.

For Bathtubs, Showers, Sinks, and Ceramic Tile - Use only non-abrasive or liquid cleaners. We recommend Mira-Clean, our exclusive Miracle Method cleaner that is specifically formulated to safely clean refinished surfaces. Mira-Clean can also be used on non-refinished surfaces. Use only a non-abrasive sponge or damp cloth. Abrasive cleaning pads can dull or scratch a refinished surface. Always rinse thoroughly after cleaning and wipe the surface dry. To clean a slip-resistant surface, apply a liquid cleaner and let it sit for 3-5 minutes. Agitate lightly with a nylon brush, rinse thoroughly and dry. Do not use abrasive cleansers, harsh acids or cleaners that contain bleach. These materials can discolor or damage the surface causing premature wear. Do not allow any cleaners or chemicals to remain on the surface for an extended period of time before thoroughly rinsing.

Tips:

- For best results, spray the surface with a liquid cleaner and let it sit for 3-5 minutes before cleaning with a damp cloth or non-abrasive sponge.

- You can extend the life of your new finish with the application of a polymer polish every six months. Meguiar's M20 or Finish Kare 2180 are good choices.
- Use only a suction-cup-free bathmat and remove it after each use to let the surface dry. Ask your local Miracle Method professional for bathmat recommendations.

For Kitchen Countertops and Vanities – Use a cutting board and always place a hot pad under hot pots and pans. Like laminate and solid surface countertops, a refinished surface can also be damaged by knife cuts and hot pans placed on the surface. Use only non-abrasive, liquid cleaners, or mild soap & water. Your refinished surface can be easily wiped clean with a damp cloth or non-abrasive sponge. Do not use abrasive cleansers, harsh acids or cleaners that contain bleach. These materials can discolor or damage the surface causing premature wear. Do not allow any cleaners or chemicals to remain on the surface for an extended period before thoroughly rinsing.

Tip:

- For best results, spray the surface with a liquid cleaner and wipe it off. Rinse the surface with fresh water and wipe dry.

3. Bath Salts will degrade most any surface or finish with prolonged contact which is why we discourage their use in a refinished tub. Bath salts are abrasive when undissolved as crystals. They are also abrasive when diluted in water because of other trace minerals that attach to the tub surface. If you do choose to use them, your tub should be cleaned with a non-abrasive cleanser such as MiraClean and thoroughly rinsed after every use of bath salts of any kind. Even with proper cleaning, bath salts can degrade refinished surfaces with excessive or prolonged use.

* Residential is defined as the owner/occupant of a single-family residence.

Prior To Starting

When your technician arrives they will review the scope of the work being performed and give you a timeline for completion as well as confirm the job pricing. Then, prior to starting the refinishing process, your technician will prep the area by properly masking off the work area to isolate the fixtures being refinished. Please remove all objects from the work area before we get started.

- **Bathrooms:** Remove towels, shower curtain, rugs, toiletries, and any items from the bathtub, shower, or vanity area.
- **Kitchens:** Remove small appliances, dishes, decorations, and any items sitting on top of the counter tops. *Kitchen cabinets and drawers do not need to be emptied out.*

What We Need & You Need To Know

- **Work Area:** Only properly trained and equipped technicians can be in the immediate work area while we are working, for your safety and theirs. While the materials utilized are not particularly toxic or harmful you may find that an odor may linger for a few days, similar to the odor of installing new carpet or painting walls. If you or anyone in your household is highly sensitive to odors, please let us know in advance to discuss odor reducing options.
- **Electricity and Lighting:** Electricity is needed for tools and spray equipment. Adequate lighting allows us to produce the best possible finish. Please let us know in advance if we need to be adding additional lighting.
- **Temperature:** Inside temperatures need to be at least 60-85 degrees for proper curing of the finishes.
- **Water and Plumbing:** Our cleaning process involves the use of professional grade cleaners, which need to be thoroughly rinsed, requiring access to water with a functioning drain.
- **Hardware:** If you are replacing your hardware, you must either remove it or replace and install new hardware prior to the refinishing process. If you remove it, please have it accessible as we will still need to use it for our process.
- **Conditions of the Walls:** If the surrounding areas and walls adjacent to the fixture are being refinished - tub, shower, vanity, kitchen counter, etc. area in poor condition or have been recently painted, our masking process and tape could possibly pull off some of the paint or paper. In the rare event this occurs, damaged areas may require some touch up.
- **Ability to Exhaust:** A portable exhaust vent must be set up to vent out an open window or door to minimize the smell and dust created during the repair and refinishing process. Please be prepared to provide access to a window or door for proper ventilation procedures.
- **Stripping Old Finishes:** If any fixture has been previously refinished, we will need to strip off the old coating before we begin our refinishing process. Typically this is Estimated during the estimate, however, if it was missed by the estimator or not disclosed in advance, this will be an additional fee.

Job Completion

Upon completion of the job, your technician will review the finished work with you, a final invoice will be presented, and payment is due at that time. If you have any questions, concerns, or issues, your technician will be happy to help address and resolve them.

I understand and agree with the above statements and I will not hold Miracle Method responsible in any way for any damage per the statements above.

Signature: _____

EACH MIRACLE METHOD FRANCHISE IS INDEPENDENTLY OWNED AND OPERATED



CITY OF NOVI CITY COUNCIL
FEBRUARY 6, 2023

SUBJECT: Approval of claims and warrants – Warrant 1125

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION: Per Section 8.10 of the City's charter all funds drawn by the treasury department must be approved by City Council. This approval occurs through a warrant system and appears on all City Council's agenda. The most recent Warrant, #1125 comes before city council for approval.

RECOMMENDED ACTION: Approval of claims and warrants – Warrant 1125

CITY OF NOVI
Warrant 1125
Monday, February 6, 2023

Check	Vendor Name	Description	Amount
180338	KIESLER'S POLICE SUPPLY, INC.	PISTOL PURCHASE 2022 (POLICE)	2,856.00
180339	PERFECT CLEANERS OF DETROIT, INC	OPERATING SUPPLIES (POLICE, FIRE, P&R)	1,084.10
180340-180386	DTE ENERGY	ELECTRICITY - CITYWIDE	40,824.88
180387	ARC	OPERATING SUPPLIES	480.80
180388	1ST AYD CORPORATION	OPERATING SUPPLIES (DPW)	1,559.53
180389	911 TRAINING INSTITUTE	EDUCATION AND TRAINING	495.00
180390	A AND R PLUMBING LLC	BUILDING MAINTENANCE (POLICE, FIRE)	1,105.08
180391	ACCUFORM PRINTING & GRAPHICS INC	PRINTING & PUBLISH (COMM REL, P&R, PLANNING)	1,816.71
180392	ADT COMMERCIAL LLC	INTERNET SERVICES	544.32
180393	AECOM GREAT LAKES, INC	PROFESSIONAL SERV - VAR PROJ (CIP, MAJOR STREET)	20,419.10
180394	AIRGAS USA, LLC	VEHICLE MAINTENANCE	939.53
180395	AIS CONSTRUCTION EQUIPMENT CORP	VEHICLE MAINTENANCE	425.00
180396	ALLIANCE HEALTH AND LIFE	EMPLOYEE HEALTHCARE INSURANCE	16,360.00
180397	ALLIE BROTHERS INC	SUPPLIES UNIFORMS (POLICE)	7,208.04
180398	ALLIED BUILDING SERVICE COMPANY	BUILDING MAINTENANCE	298.00
180399	ALLIED-EAGLE SUPPLY COMPANY	BUILDING MAINTENANCE (LIBRARY)	1,069.59
180400	ALTECH DOORS LLC	BUILDING MAINTENANCE (FIRE)	2,624.75
180401	AMAZON	LIBRARY BOOKS	3,906.32
180402	AMERICAN GENERATORS SALES AND	BUILDING MAINTENANCE (WATER & SEWER, POLICE)	10,628.95
180403	ANAGO OF METRO DETROIT	BUILDING MAINTENANCE	420.00
180404	ANDERSON, GAIL	REIMBURSEMENT	31.48
180405	APPLIED INNOVATION	EQUIPMENT RENTAL	283.25
180406	ARC	OPERATING SUPPLIES - SCANNING (COMM DEV)	4,961.44
180407	ASCENSION MICHIGAN EMPLOYER	MEDICAL SERVICE - PRE EMPLOYMENT (HR)	1,034.00
180408	ASCENSION PROVIDENCE HOSPITAL	OPERATING SUPPLIES	277.00
180409	ASPHALT SPECIALISTS LLC	BLDG. PAYMENT REFUND (ESCROW)	1,000.00
180410	AVENTRIC TECHNOLOGIES	BUILDING MAINTENANCE	104.00
180411	B & B LANDSCAPING	WINTER MAINTENANCE (DPW, FACILITIES)	51,135.50
180412	BAETENS, SCOTT	PER DIEM MACP WINTER CONFERENCE	210.00
180413	BAKER & TAYLOR, LLC	ELECTRONIC MEDIA	922.47
180414	BAKER LEGAL GROUP PLLC	PROSECUTOR FEES JANUARY 2023 (POLICE)	8,912.05
180415	BAKER, BILL -MATCO TOOL DISTRIBUTOR	VEHICLE MAINTENANCE	73.88
180416	BAUMGARDNER, GARY	REIMBURSEMENT	230.00
180417	BELLE TIRE	VEHICLE MAINTENANCE (P&R, COMM DEV)	1,316.92
180418	BERKSETH, SCOTT	PER DIEM ACCREDITATION EXCELLENCE CONF	251.00
180419	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTHCARE INSURANCE	52,778.06
180420	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTHCARE INSURANCE	33,775.68
180421	BOCO ENTERPRISES INC	APPRECIATION EVENINGS (COMM REL)	25,176.78
180422	BOUND TREE MEDICAL LLC	SUPPLIES (FIRE)	2,219.81
180423	BOYNTON FIRE SAFETY SERVICES, LLC.	BUILDING MAINTENANCE	229.00
180424	BRATANIEC, DANA	REIMBURSEMENT POSTAGE (LIBRARY)	2,743.09
180425	BREUHAN, PETER	TUITION REIMBURSEMENT (FIRE)	2,986.22
180426	BRIEN'S SERVICES INC	GROUPS MAINTENANCE (LIBRARY)	3,160.50
180427	BRODART CO.	LIBRARY BOOKS	7,334.74
180428	BS & A SOFTWARE, INC.	INTERNAL TECHNOLOGY - CITYWIDE (IT)	21,246.00
180429	BULLFROG GROUP, LLC	COMPUTER SUPPLIES (LIBRARY)	29,766.00
180430	CAMFIL USA, INC.	RANGE FILTERS AND FILTER INSTALLATION -	90.00
180431	CAPITAL TIRE INC	VEHICLE MAINTENANCE (POLICE)	2,645.42
180432	CARLETON EQUIPMENT COMPANY, INC.	EQUIPMENT RENTAL (DRAIN)	1,650.00
180433	CARLISLE WORTMAN ASSOCIATES, INC.	BUILDING, TRADE, & PLAN REVIEW SERV (COMM DEV)	6,862.50
180434	CARROT-TOP INDUSTRIES, INC.	BUILDING MAINTENANCE	424.13
180435	CAVENDISH SQUARE PUBLISHING LLC	LIBRARY BOOKS	1,349.60
180436	CBTS LLC	TELEPHONE MAINTENANCE (IT)	1,531.25
180437	CDW GOVERNMENT LLC	OFFICE SUPPLIES (POLICE, IT)	10,073.36
180438	CHAHIL, HARJAS	WITNESS	11.40
180439	CHALLENGER SPORTS TEAMWEAR, LLC	UNIFORMS FOR THE 2022-23 YOUTH SPORTS (P&R)	5,840.46
180440	CHET'S RENT-ALL INC.	EQUIPMENT RENTAL	552.13
180441	CINTAS CORP	BUILDING MAINTENANCE (DPW, LIBRARY)	1,413.00
180442	CIVICPLUS, INC.	ORDINANCE CODIFICATION	324.00

180443	CLARK, CHRISTOPHER	PER DIEM CRISIS NEGOTIATIONS	320.00
180444	CONSERVA ELECTRIC SUPPLY, INC.	BUILDING MAINTENANCE	543.12
180445	CORE & MAIN LP	STORM SEWER MAINTENANCE	231.71
180446	CORRIGAN RECORD STORAGE LLC	RECORD STORAGE - CITYWIDE (CLERK)	1,928.70
180447	CRANBROOK CUSTOM HOMES	BLDG. BOND REFUND (ESCROW)	2,000.00
180448	CRANDALL-WORTHINGTON INC	CUSTODIAL SUPPLIES	823.28
180449	CREATIVE DIMENSIONS INC	STUDIO 6 DESIGN (PEG CABLE)	13,200.00
180450	CSM MECHANICAL, LLC	CONSTRUCTION: GARFIELD SANITARY SEWER (W&S)	42,718.22
180451	CUMMINS BRIDGEWAY LLC	VEHICLE MAINTENANCE	168.50
180452	D AND D WATER AND SEWER INC	CONSTRUCTION: HILTON SANITARY SEWER FORC (W&S)	267,907.03
180453	DAHN CORPORATION	2022 WIN PROPERTY TAX REFUND 50-22-24-426-009	13,507.48
180454	DARLEY & CO, W.S.	VEHICLE MAINTENANCE	545.73
180455	DC DENTAL, INC	OPERATING SUPPLIES	582.00
180456	DENNIS' MOBILE HOME SERVICE AND	HCD (COMM DEV BLOCK GRANT)	5,000.00
180457	DORNBOSS SIGN & SAFETY INC	TRAFFIC CONTROL (MAJOR & LOCAL STREETS)	2,368.20
180458	DRL BUILDING CO. LLC	VILLA BARR DECKING & TRIM REPLACEMENT (P&R)	9,929.00
180459-180462	DRN & ASSOCIATES, ARCHITECTS, PC	PROFESSIONAL SERVICES (ESCROW)	16,570.00
180463	DTE ENERGY	STREET LIGHTING	19,766.45
180464	DTN, LLC	INTERNAL TECHNOLOGY (POLICE, DPW)	2,062.62
180465	DUCZYMINSKI, PHILIP	PER DIEM PROFESSIONAL DEVELOPMENT	211.00
180466	EJ USA, INC.	WATER LINE MAINTENANCE (WATER & SEWER)	4,239.36
180467	ELLSWORTH INDUSTRIES INC.	STORM SEWER MAINTENANCE	873.12
180468	ENABLEPOINT INC.	OUTSIDE DATA PROCESSING (POLICE)	4,578.00
180469	ERICKSON, CHELSEA	DANCE PROGRAMS (PARKS & REC)	8,282.00
180470	FELDMAN CHEVROLET OF NOVI	VEHICLE MAINTENANCE	61.79
180471	FIRE SYSTEMS OF MICHIGAN	BUILDING MAINTENANCE (FIRE, FACILITIES)	1,073.85
180472	FLAGPOLES, ETC	BUILDING MAINTENANCE	426.00
180473	FREEMAN, LAURIE	ART PROGRAMS	48.00
180474	GALE/CENGAGE LEARNING	LIBRARY BOOKS	759.71
180475	GARBER, DEAN	YOUTH BASKETBALL	140.00
180476	GARY'S CATERING INC	PRISONER MEALS	168.75
180477	GFL ENVIRONMENTAL	RUBBISH MONTHLY 12/2022 (RUBBISH)	176,370.00
180478	GRAINGER INC, W W	SEWER LINE MAINTENANCE	195.72
180479	GRAPHIK CONCEPTS INC	VEHICLE MAINTENANCE (POLICE)	1,679.26
180480	GRAY, SCOTT	YOUTH VOLLEYBALL	140.00
180481	GREAT AMERICA FINANCIAL SERVICES	OPERATING SUPPLIES	85.53
180482	GREAT LAKES ACE	OPERATING SUPPLIES	47.15
180483	GREAT LAKES WATER AUTHORITY	IWC CHARGES (WATER & SEWER)	17,882.10
180484	GREEN OAK TIRE INC.	VEHICLE MAINTENANCE (DPW)	5,144.00
180485	GRUENWALD, KRISTIE	PER DIEM MACP WINTER CONFERENCE	210.00
180486	HADLEY'S TOWING LLC	EQUIPMENT MAINTENANCE (DPW, FIRE)	1,000.00
180487	HALL, STEPHANIE	THEATRE PROGRAMS	100.00
180488	HALT FIRE, INC.	VEHICLE MAINTENANCE (FIRE)	3,356.91
180489	HANKA ADVISOR LLC	FEDERAL GRANT WRITING (CM)	1,000.00
180490	HARTFORD, THE	EMPLOYEE INSURANCE	166.32
180491	HEALTH ALLIANCE PLAN	EMPLOYEE HEALTHCARE INSURANCE	13,869.38
180492	HOME DEPOT	BUILDING MAINTENANCE	258.70
180493	HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES - CITYWIDE	3,380.95
180494	HURT, ANTHONY	YOUTH BASKETBALL	140.00
180495	IDENTISYS INC	OPERATING SUPPLIES	535.73
180496	IMAGAMERICA	COMMUNITY PROMOTION (POLICE, COMM REL)	2,411.88
180497	IMAGE 360 - NOVI	BUILDING MAINTENANCE	124.00
180498	INFOCODE GEOGRAPHIC	EMERGENCY COMMUNICATION SERVICE (POLICE)	3,500.00
180499	INTERCLEAN EQUIPMENT, LLC	EQUIPMENT MAINTENANCE	139.36
180500	INTERNATIONAL CODE COUNCIL INC.	OPERATING SUPPLIES	79.00
180501	JOHNSON, ANTHONY W.	YOUTH BASKETBALL	280.00
180502	JONES II, GERALD R.	YOUTH BASKETBALL	70.00
180503	KENSINGTON FAMILY HOMES	BLDG. PAYMENT REFUND (ESCROW)	250.00
180504	KENWHIRL APPLIANCE SERVICE	BUILDING MAINTENANCE	208.00
180505	KIESLER'S POLICE SUPPLY, INC.	OPERATING SUPPLIES	207.75
180506	KILGER, JACK	REFUND PARKS	10.00
180507	KIMBALL MIDWEST	OPERATING SUPPLIES (DPW, PARKS MAINT)	1,514.56
180508	KNIGHT WATCH INC	COMPUTER SUPPLIES	194.24
180509	L. D'AGOSTINI & SONS, INC.	CONSTRUCTION: I-96 SS CROSSING & WEST OA (W&S)	189,225.00
180510	LADD, REED	REIMBURSEMENT	110.94
180511	LAVEIRGE, WILFORD	YOUTH BASKETBALL	105.00

180512	LENNY'S HOME SERVICES	HCD (COMM DEV BLOCK GRANT)	5,000.00
180513	LEPOFSKY, BARRY J.	YOUTH BASKETBALL	175.00
180514	LIBRARY DESIGN ASSOCIATES, INC.	BUILDINGS/GROUNDS (LIBRARY)	1,780.00
180515	LIBRARY NETWORK, THE	TLN AUTOMATION SERVICES (LIBRARY)	19,620.14
180516	LOSACCO, STEVE	REIMBURSEMENT	95.00
180517	LUZOD REPORTING SERVICE INC	PROFESSIONAL SERVICES (COMM DEV)	1,116.50
180518	M-2 AUTO PARTS, INC.	OPERATING SUPPLIES (DPW, FIRE)	1,610.18
180519	MACQUEEN EMERGENCY	SUPPLIES UNIFORMS (FIRE)	5,426.02
180520	MALINOWSKI, JUDITH M.	MEDICAL SERVICE	500.00
180521-180523	MANNIK & SMITH GROUP INC, THE	PROFESSIONAL SERVICES (ESCROW)	12,768.75
180524	MARK'S OUTDOOR POWER EQUIPMENT	LAWN MOWER MAINTENANCE	347.66
180525	MARTIN, TRENT	REIMBURSEMENT	35.73
180526	MCKENNA ASSOCIATES INC	HCD (COMM DEV BLOCK GRANT)	1,128.75
180527	MEADER ,RICK	REIMBURSEMENT CONFERENCE	1,194.70
180528	MEADOWBROOK ART CENTER	OPERATING SUPPLIES	140.00
180529	MEIER, JASON	TUITION REIMBURSEMENT	3,500.00
180530	MICHIGAN MUNICIPAL LEAGUE	WORKERS COMPENSATION - CITYWIDE (FINANCE)	12,222.00
180531	MICHIGAN PETROLEUM TECHNOLOGIES	VEHICLE MAINTENANCE	289.61
180532	MICHIGAN WATER ENVIRONMENTAL ASSN.	CONFERENCE WATER & SEWER)	1,740.00
180533	MIDWEST COLLABORATIVE FOR LIBRARY	ELECTRONIC RESOURCES (LIBRARY)	5,535.17
180534	MIDWEST TAPE, LLC	ELECTRONIC MEDIA	470.81
180535	MILLENNIUM BUSINESS SYSTEMS	OFFICE EQUIPMENT LEASE (LIBRARY)	1,384.22
180536	MISS DIG SYSTEM INC	SEWER / WATER LINE MAINTENANCE (W&S)	5,813.58
180537	MISSION COMMUNICATIONS, LLC	SEWER LINE MAINTENANCE	239.40
180538	MOTOR CITY HARLEY-DAVIDSON	VEHICLE MAINTENANCE (POLICE)	1,682.91
180539	MUNICIPAL WEB SERVICES, INC	WEB PAGE MAINTENANCE (COMM RELATIONS)	2,456.50
180540	MUTT MITT	CUSTODIAL SUPPLIES (PARKS MAINT)	1,117.87
180541	NORTHSTAR MAT SERVICE	BUILDING MAINTENANCE	405.08
180542	NOVI COMMUNITY SCHOOLS	CONFERENCE	79.60
180543	NOVI ROTARY CLUB	MEMBERSHIPS	570.00
180544	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE (DPW, FIRE, PARKS MAINT)	1,042.22
180545	OAKLAND COUNTY REGISTER OF DEEDS	45401 9 MILE ROAD SIDEWALK EASEMENT	200.28
180546	OAKLAND COUNTY TREASURERS	ANNUAL CLEMIS FEES 2022-23 (POLICE, FIRE)	12,940.75
180547	OAKLAND COUNTY WATER RESOURCES	SEWAGE TREATMENT COSTS / IWC QTR 12/22 (W&S)	600,178.57
180548	OCCUPATIONAL HEALTH CENTERS OF	MEDICAL SERVICE	636.00
180549	ORKIN	BUILDING MAINTENANCE	90.00
180550	OTIS ELEVATOR COMPANY	BUILDING MAINTENANCE (POLICE, FACILITIES)	1,182.60
180551	OVERDRIVE, INC.	AUDIO VISUAL MATERIALS (LIBRARY)	6,014.44
180552	PAMAR ENTERPRISES, INC.	CONSTRUCTION: 2022 AC WATER MAIN REPLACE (W&S)	773,904.60
180553	PARAGON LABORATORIES, INC.	MANDATORY EPA WATER TESTING	348.00
180554	PATRON POINT, INC	COMPUTER SUPPLIES	564.60
180555	POWER CLEANING SYSTEMS	OPERATING SUPPLIES (DPW, PARKS MAINT, W&S)	3,350.00
180556	PRIORITY HEALTH	EMPLOYEE HEALTHCARE INSURANCE	45,082.22
180557	PRIORITY ONE EMERGENCY	OPERATING SUPPLIES (POLICE)	2,130.00
180558	PROGRESSIVE HARDWARE SUPPLIERS LLC	BUILDING MAINTENANCE	205.00
180559	PROSCREENING, LLC	RECRUITMENT	39.00
180560	PULTE HOMES OF MICHIGAN LLC	BLDG. PAYMENT REFUND (ESCROW)	2,900.00
180561	PULTE HOMES OF SE MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	1,000.00
180562	QUADIENT INC	INTERNAL TECHNOLOGY CLERK (CLERK)	6,071.27
180563	QUALITY FIRST AID & SAFETY, INC.	INDOOR GUN RANGE	634.00
180564	QUILL CORPORATION	OFFICE SUPPLIES (LIBRARY)	4,072.98
180565	RKA PETROLEUM COS., INC	GASOLINE AND OIL	24,687.83
180566	RNA FACILITIES MANAGEMENT	CUSTODIAL SERVICES (LIBRARY)	14,106.60
180567	ROAD COMMISSION FOR OAKLAND COUNTY	TRAFFIC SERVICES (MAJOR STREETS)	22,668.79
180568	ROGUE INDUSTRIAL SERVICES LLC	SANITARY SEWER TELEVISIONING AND CLEANING (W&S)	23,356.97
180569	RONNISCH CONSTRUCTION GROUP LLC	BLDG. PAYMENT REFUND (ESCROW)	625.00
180570	ROSATI, SCHULTZ, JOPPICH	LEGAL FEES (GF, LIBRARY, ESCROW)	19,994.80
180571	ROWERDINK INC	VEHICLE MAINTENANCE	520.42
180572	RUGGIRELLO, CHARLES	YOUTH BASKETBALL	105.00
180573	SAM'S CLUB DIRECT	APPRECIATION EVENINGS	581.54
180574	SAM'S CLUB DIRECT	OPERATING SUPPLIES	229.08
180575	SANKATI, JAMES P	WITNESS	8.70
180576	SAVIN LAKE SERVICES, INC.	WALLED LAKE BOARD (ESCROW)	1,500.00
180577	SCHOOLCRAFT COLLEGE	POLICE ACADEMY FOR JOHN MALBONE (POLICE)	6,615.50
180578	SCHWARTZ, MARGARET	OLDER ADULTS MASSAGE	418.00
180579	SHADOW ART	VEHICLE MAINTENANCE	350.00

180580	SHAH, TUSHAR	REFUND PARKS	571.25
180581	SIRCHIE FINGER PRINT LABORATORIES L	OPERATING SUPPLIES (POLICE)	1,111.55
180582	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES (LIBRARY, FINANCE, POLICE, DPW)	3,073.18
180583	SMITH, TYLER	REIMBURSEMENT	35.73
180584	SOOD, KATHERINE	LIBRARY PROGRAMMING	100.00
180585	SOUTHEASTERN OAKLAND COUNTY WATER	MEMBERSHIPS	75.00
180586	SPALDING DE DECKER	PROFESSIONAL SERVICES (ESCROW)	116,941.35
180587	SPARC HOLDINGS LLC	BLDG. BOND REFUND (ESCROW)	15,799.10
180588	SPAULDING MFG INC	EQUIPMENT MAINTENANCE (DPW)	2,330.00
180589	STATE OF MICHIGAN	COST SHARE: TAFT ROAD REHAB (MAJOR STREETS)	66,379.93
180590	STEVE & ROCKY'S OF NOVI, INC	WATER REFUND 43150 GRAND RIVER AVE (ESCROW)	2,142.28
180591	STEVENSON, DEANNA	PER DIEM CRISIS NEGOTIATIONS	320.00
180592	SULLIVAN CORPORATION	PRINTING AND PUBLISHING	667.00
180593	SUPERIOR AIR-GROUND AMBULANCE	OPERATING SUPPLIES	170.00
180594	SWANSON, WILLIAM D & ERIN M	2022 WIN PROPERTY TAX REFUND 50-22-26-476-037	1,611.77
180595	SYSTEMP CORPORATION	BUILDING MAINTENANCE (FACILITIES, PARKS MAINT)	2,647.50
180596	TESTING ENGINEERS	MATERIAL TESTING - VAR PROJECTS (W&S, STREETS)	29,187.55
180597	TILLMAN, BRIAN	PER DIEM CRISIS INTERVENTION	142.00
180598	TOKIO MARINE HCC - PUBLIC RISK GRP	INSURANCE DEDUCTIBLES (GF)	1,490.60
180599	TRI-COUNTY INTERNATIONAL	VEHICLE MAINTENANCE	201.56
180600	TRUCK & TRAILER SPECIALTIES, INC.	VEHICLE MAINTENANCE/CAPITAL OUTLAY (DPW)	142,422.77
180601	ULLE, WILLIAM F.	WITNESS	8.16
180602	USA BLUEBOOK	WATER LINE MAINTENANCE	823.54
180603	VARIPRO	EMPLOYEE FLEXIBLE SPENDING REIMBURSEMENT	8,305.23
180604	VARSITY LINCOLN, INC	VEHICLE MAINTENANCE (DPW)	1,475.91
180605	VERITACORP	BLDG. BOND REFUND (ESCROW)	1,000.00
180606	VERIZON WIRELESS	TELEPHONE	457.39
180607	WALLSIDE WINDOWS INC	HCD (COMM DEV BLOCK GRANT)	5,310.00
180608	WEINGARTZ SUPPLY CO INC	OPERATING SUPPLIES	172.65
180609	WEST METRO DOOR	BUILDING MAINTENANCE	647.50
180610	WILLIS, KYLYNN	YOUTH BASKETBALL	175.00
180611	WOODLEY, SCOTT	PER DIEM CRISIS INTERVENTION	142.00
180612	ZINSER, ERICK	PER DIEM MACP WINTER CONFERENCE	210.00

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GENERAL FUND	101	725,482.14
MAJOR STREET FUND	202	118,155.30
LOCAL STREET FUND	203	12,279.40
MUNICIPAL STREET FUND	204	2,612.49
PARKS, REC & CULTURAL SVCS FUND	208	31,517.43
DRAIN FUND	210	2,754.83
RUBBISH COLLECTION FUND	226	176,370.00
COMMUNITY DVLPMNT BLOCK GRANT FUND	264	16,438.75
LIBRARY FUND	268	108,203.89
LIBRARY CONTRIBUTION FUND	269	2,151.80
CAPITAL IMPROVEMENT PRGRM (CIP) FUND	400	894.10
WATER AND SEWER FUND	592	2,058,262.50
SENIOR HOUSING FUND	594	283.25
SELF INSURANCE - HEALTH CARE FUND	677	16,360.00
AGENCY FUND	701	28,639.85
TAX FUND	702	15,119.25
STREET LIGHTING 204109 - WEST OAKS ST	854	428.78
STREET LIGHTING 204 81 - WEST LAKE DRIVE	855	263.11
STREET LIGHTING 204108 - TOWN CENTER ST	856	1,747.49

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