



February 6, 2023

Shaun Page
22881 Balcombe Drive
Novi, MI 48375

RE: Resignation from City of Novi Beautification Commission

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

Mr. Page,

I am reaching out to you on behalf of the City of Novi Beautification Commission regarding your membership status.

Under the City's Charter, Section 5.3, "Vacancies in Office," the office of Commissioner is assumed to be vacant when a Commissioner misses four (4) consecutive regular meetings, or 25% of the regular meetings in any fiscal year, when such absences are not excused. (See attached copy of Charter section.)

Since your initial appointment to the Commission on March 8, 2021, you attended only four (4) meetings and attended none in the 2022 calendar year. Furthermore, in 2022, you did not respond to any phone or email communications from other board members or Staff Liaisons beyond one (1) phone call in July.

As it appears that you are no longer interested in serving on the Beautification Commission, the Commission and I ask that you please tender your resignation. I have enclosed a short resignation letter for you to sign where indicated and return in the enclosed stamped envelope addressed to the City Clerk.

If I do not hear back from you by February 22, 2023, the matter of your removal from the Commission will be brought before City Council for their consideration at the February 27, 2023, City Council meeting.

Please feel free to reach out should you want to discuss the matter further.

Thank you,

Katherine Oppermann
Executive Assistant to the City Manager
City of Novi

cc: Victor Cardenas, Interim City Manager
Cortney Hanson, City Clerk

City of Novi
45175 Ten Mile Road
Novi, Michigan 48375
248.347.0460
248.347.0577 fax

cityofnovi.org

February 6, 2023

Cortney Hanson
Novi City Clerk
45175 Ten Mile
Novi, MI 48375

Dear Ms. Hanson,

I wish to resign my position with the City of Novi Beautification Commission effectively immediately.

Sincerely,

Shaun Page