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August 24, 2023

Victor Cardenas, City Manager
City of Novi
45175 Ten Mile Road, Novi, MI, 48375

RE: Assessment Contract 2023-2024

Dear Mr. Cardenas,

I hope this letter finds you well. As you are aware, our existing Contract between the Oakland County Equalization Division and the City of Novi expired on June 30, 2023. As previously communicated, this delay was the result of a comprehensive review to ensure that our Contract is as transparent as possible regarding our respective responsibilities. Enclosed with this letter you will find the updated Assessing Services Contract, which outlines the terms and conditions of our partnership.

The Contract's main components remain unchanged in substance. The cost has been adjusted by a 4% increase to \$78,000 beginning July 1, 2023 to June 30, 2024. See Contract attached, Sections 10.2. This adjustment reflects a modest inflationary increase in the County's cost of providing services from our last year's Contract prices.

We have taken utmost care to ensure that all aspects of our engagement are thoroughly covered within the contract. It is designed to provide clarity on the objectives, responsibilities, timelines, and other relevant details that will guide our work together.

To proceed with the contract, we kindly request that you review the document at your earliest convenience. If you find the terms acceptable, we ask that you present it to your duly elected officials for approval and then sign the signature page enclosed with the contract and have it witnessed.

We require four (4) copies returned, including ORIGINAL signed Signature pages, to our office with the voted RESOLUTIONS from your local meeting approving the Contract. This will facilitate the necessary processing and

documentation on our end to County Board of Commissioner Chair David T. Woodward for his signature and ensuring a seamless implementation of the contract.

Should you have any questions, or if you would like to discuss any specific points within the Contract, please do not hesitate to reach out to me. I am also available to arrange a video meeting to discuss the Contract and address any concerns, or if you prefer, we can meet face-to-face.

Please feel free to contact me at 248.858.0760 or by email at lohmeierm@oakgov.com to coordinate any further steps or to schedule a meeting.

Thank you for your attention to this matter. We value the opportunity to work alongside your community and are eager to move forward with continuing our partnership.

Sincerely,

A handwritten signature in blue ink that reads "Micheal R. Lohmeier".

Micheal R. Lohmeier, MMAO, PPE, MAI, SRA, FASA, RES
Equalization Officer

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