



**CITY OF NOVI CITY COUNCIL**  
**MARCH 10, 2025**

**SUBJECT:** Approval to modify the Memorandum of Understanding to provide accounts payable and light accounting services to Michigan High Intensity Drug Trafficking Areas (HIDTA) and authorize the Mayor to sign a Memorandum of Understanding after review and final approval of the City Attorney and City Manager.

**SUBMITTING DEPARTMENT:** Finance

**KEY HIGHLIGHTS:**

- The Novi Police Department has been involved with the Michigan HIDTA for nearly 15 years.
- City of Novi Finance Department has been performing accounts payable duties for HIDTA since July 2023
- MOU for additional accounts payable services

**BACKGROUND INFORMATION:**

Since July 2023, at the request of Michigan HIDTA Deputy Director David Molloy, the City of Novi Finance Department has been performing accounts payable and light accounting duties for the Michigan High Intensity Drug Trafficking Areas (HIDTA). The HIDTA program was created by Congress in 1988. The HIDTA program is a federally funded grant program administered by the Office of National Drug Control Policy (ONDCP) within the Executive Office of the President of the United States.

The Novi Police Department has been involved with the Michigan HIDTA for nearly 15 years. They have Novi PD Task Force Officers assigned to three of the HIDTA initiatives; two with the Drug Enforcement Administration and one with the Federal Bureau of Investigation. Director of Public Safety/Chief of Police Erick Zinser serves as a voting member on the Michigan HIDTA Executive Board as a representative of the Michigan Association of Chiefs of Police.

The Michigan HIDTA receives approximately \$4.0 million in federal funds annually to assist the region in the mission of reducing drug trafficking and drug production. The

City of Novi has managed approximately \$614,000 of these funds since July of 2023. The Michigan HIDTA has asked the City if we would be willing to manage an additional \$1.1 million in funds currently being administered by the Michigan State Police. Early estimates indicate this would be approximately 35 additional invoices per month. The City would be responsible for paying the invoices for HIDTA as we have done since 2023.

HIDTA then will submit the request for reimbursement from the Federal level. Once the request is approved (usually less than 14 days), the local government (Novi) is reimbursed for the payments directly from the Federal government.

**RECOMMENDED ACTION:** Approval to modify the Memorandum of Understanding to provide accounts payable and light accounting services to Michigan High Intensity Drug Trafficking Areas (HIDTA) and authorize the Mayor to sign a Memorandum of Understanding after review and final approval of the City Attorney and City Manager.