

MEMORANDUM



TO: MAYOR FISCHER AND MEMBERS OF CITY COUNCIL
FROM: CORTNEY HANSON, CITY CLERK
SUBJECT: AMENDMENT TO COUNCIL RULES & COMMITTEE CHANGES
DATE: MAY 2, 2024

The Council Rules Committee met on several occasions to review the Council Organization Rules and Order of Business. The Committee reviewed each section to determine if changes should be made. There were minor updates and modifications to several sections throughout the document with the largest changes occurring in Section 13 - Committees.

The Rules Committee kept Council Goals in mind when reviewing the Committee Section, including the following:

- Create additional boards and commissions to sustain resident engagement and provide additional input to City Staff.
- Establish an Environmental Sustainability Committee.
- Investigate and improve ongoing power issues experienced by Novi residents by collecting data from DTE and working with neighboring communities.
- Create a Broadband Master Plan.
- Work with neighboring communities to complete connections through Novi to local trail systems (Airline/Huron Valley, Hines Drive, I-275 when complete). Make Novi businesses an appealing rest stop for cyclists using the trails.
- Pursue partnership with Northville for a Trail connection from Novi-Northville, possibly near the railroad bridge on 8 Mile (e.g. presentation at Walkable Novi).
- Update the Sidewalk Maintenance Policy and evaluate all City sidewalks over the next 5 years, making repairs as recommended in the policy.
- Collaborate with the City of Northville, Northville Township, Wayne County to ensure 8 Mile Road is re-constructed between Novi and Haggerty Roads.
- In 2023, the percentage of our roads in Poor (PASER 1-3) condition was ~9% and the percentage of roads in Fair (PASER 4-5) condition was ~40% (~50% combined). Maintain road funding levels to decrease the number of roads with a PASER score of Poor condition (1-3) and Fair (4-5) to ~45% of the total road network by 2026.

A detailed spreadsheet is attached that reflects the proposed changes to committees, and a brief summary follows:

Recommended Committees:

1. Finance and Administration
2. Public Utilities and Technology
3. Mobility Committee
4. Cultural Arts
5. Strategic Planning
6. Environmental Sustainability

Committees that will be re-worked into the newly recommended Committees or sunset:

1. Capital Improvement Program
2. Youth Council Liaison
3. PRCS Grant Citizen Advisory Committee
4. Walkable Novi
5. Roads
6. Recreation Center
7. Municipal Broadband

Each committee will have at least one staff liaison to coordinate meetings, prepare agendas, and provide brief meeting minutes. It is expected that at the first meeting of each committee, there will be discussion and a determination as to how often and when the committee will meet, with the expectation that the meeting dates will be at consistent intervals when possible.

Staff will reach out to the community members, Planning Commissioners, and PRCS Commissioners who serve on the boards that are recommended to be dissolved to make them aware of the changes. They will be provided with information on potential opportunities moving forward.

The amendment to the Council Organization Rules and Order of Business will be on the May 6th agenda for consideration as well as the resolutions to establish the ad hoc committees. If all are approved, resolutions to dissolve certain committees will be brought forward at the May 20th meeting.