



cityofnovi.org

## CITY of NOVI CITY COUNCIL

Agenda Item 1  
March 22, 2010

**SUBJECT:** Approval of Resolution authorizing submission of a Michigan Natural Resource Trust Fund (MNRTF) grant application for initial development of the City owned property located at 13 Mile and Old Novi Road, (commonly referred to as the Landings property).

**SUBMITTING DEPARTMENT:** Parks, Recreation & Cultural Services

**CITY MANAGER APPROVAL:** 

### BACKGROUND INFORMATION:

On December 1, 2009, staff and a consultant team presented the findings from the Land Use study of City owned property located at 13 Mile Road and Old Novi Road, commonly referred to as the "Landings". City Council directed staff to work with the Planning Commission to have the property re-zoned from business to a zoning that corresponds with its use as a park. The re-zoning was approved by the City Council on February 22, 2010. In addition, Council directed staff to identify initial park development components for inclusion in a Michigan Natural Resource Trust Fund (MNRTF) development grant application.

McKenna Associates was contracted to prepare the grant application. On February 8, 2010, initial development consisting of the park infrastructure, promenade walkway, small fishing pier and some landscaping were identified and approved by City Council for inclusion in the grant application. The application must be submitted by April 1, 2010 and requires a public hearing, and City Council approval of a resolution authorizing submittal of the application and identification of the local match amount and source of funds.

### Public Hearing

On March 11, 2010, the Parks, Recreation and Cultural Services Commission conducted a Public Hearing to obtain public input about the grant application. Input received included the historical significance of the site, the opportunity for this site to be connected to a regional trail system and be a regional/community destination park. In addition, input received noted concerns over the City's ability to fund the project due to budget, comments suggesting a different design of the conceptual plan, and the lack of parking. Staff addressed the parking concern by indicating that park infrastructure includes parking spaces and will be reflected on the conceptual plan submitted for the grant application.

The Parks, Recreation and Cultural Services Commission unanimously approved a recommendation to City Council to submit the grant application.

### Grant match

The governing body of the local unit of government must pass a resolution supporting the application within six months prior to the application deadline. The resolution should:

- List and commit to the match, either as a dollar amount or as a percentage of the total project cost, and to all source(s) of match as specified in the application;
- Be sealed or otherwise authenticated.

The grant application requires a minimum 25% local match. In the past, a community may contribute 26% of the match and score additional points. This is no longer the case because the scoring criteria has been changed to require communities with higher median household incomes to contribute a

greater percentage of the match to score additional points. The City of Novi median household income is in the top 1/3<sup>rd</sup>, therefore, the City would need to commit to a 30% local match to receive 5 points. The total project cost is \$625,000. The City match of 25% would be \$156,250. The City match of 30% would be \$187,500.

**Potential sources of grant match**

The following provides a summary of potential funding sources for the match:

- **FY09/10 Parks, Recreation & Cultural Services Budget**  
FY09-10 budget included \$50,000 for the "Landings" property. There is \$45,000 remaining in the fund which could be allocated to the grant match.
- **Tree Fund**  
The initial development of the property includes \$29,000 of tree planting. Therefore, \$29,000 of tree fund money could be allocated to the grant match.
- **Park Fund Balance**  
The park fund balance could be allocated for the grant match. As of June 30, 2009, this balance was \$537,000.
- **City General Fund Balance**  
Previously, the general fund has been used to fund park capital improvement projects and could be utilized to provide monies for the grant match.
- **Park Foundation Naming Rights Fund**  
The City of Novi and the Novi Park Foundation have an agreement which enables the Park Foundation to market parks and park amenities for donations. In exchange, the donor receives naming rights to the park or amenity. The donated funds are then utilized for park improvements. A portion of the naming rights funds could be allocated for the grant match. The approximate balance of the fund is \$271,624.

**Process to access Naming Rights Funds**

Under the terms of the Naming Rights Agreement, the Foundation would keep 10% of each donation to be placed in the Foundation's Capital Improvement Endowment Fund and used at the discretion of the Foundation for the sole purpose of contributing to the capital improvements to the City of Novi Parks and Recreation facilities. The remaining amount of each donation (90%) is placed in a separate Foundation account to be used for capital improvements to City of Novi Parks and Recreation facilities as determined by City Council. The City makes an annual request for distribution in connection with the adoption of its budget, which request shall describe its intended use of the funds. If the Foundation were to disagree with the proposed use/project and/or amount of funding, it is obligated to give at least 50% of the amounts then existing in the Naming Rights account to the City for projects City Council has chosen. In addition, no use of the 90% funds can be made by the Foundation (unless approved by City Council).

The current balance in the Naming Rights account (90%) is \$271,624.

The Michigan Natural Resources Trust Fund (MNRTF) Board selects its grant award recommendations in December; 2010. The State allocates the funds in June, 2011 and enters into a project agreement with the City in the fall 2011. The matching funds would need to be available in fall 2011.

Staff recommends the local match of 30% (\$187,500) for the following fund sources:

FY09/10 Parks, Recreation & Cultural Services Budget	\$ 45,000
Tree Fund	\$ 29,000
Park Foundation Naming Rights Fund	\$ 50,000
Future City Budget	<u>\$ 63,500</u>
Total	\$187,500

**RECOMMENDED ACTION:** Approval of Resolution authorizing submission of a Michigan Natural Resource Trust Fund (MNRTF) grant application for initial development of the City owned property located at 13 Mile and Old Novi Road, (commonly referred to as the Landings property).

	1	2	Y	N
<b>Mayor Landry</b>				
<b>Mayor Pro Tem Gatt</b>				
<b>Council Member Crawford</b>				
<b>Council Member Fischer</b>				

	1	2	Y	N
<b>Council Member Margolis</b>				
<b>Council Member Mutch</b>				
<b>Council Member Staudt</b>				

**Option E**  
Public Park with Single Family Residential



**Description**

- Public waterfront park.
- On-street parking along Thirteen Mile Road and East Lake Drive.
- Single family residential lots east of East Lake Drive—similar to abutting residential properties.

**Ownership**

- Residential portion would be sold for development.
- City would retain ownership of the balance of the property for public use.

**Feasibility**

The development of the subject property as a public park would likely attract surrounding residents and could draw residents from other parts of the City. The “draw” of this public use will ultimately depend upon the facilities and uses developed and programming offered on the property.

The development of a portion of this property as single family residential would likely be a marketable use if it is priced and designed to meet market demand. As the area economy moves out of a recession and returns to a more typical economic conditions, market conditions for residential should improve.



CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION AUTHORIZING SUBMISSION OF  
A MICHIGAN NATURAL RESOURCES  
TRUST FUND (MNRTF) GRANT APPLICATION

Minutes of a \_\_\_\_\_ Meeting of the City Council of the City of Novi,  
County of Oakland, Michigan, held in the City Hall in said City on \_\_\_\_\_, 2010,  
at 7:00 o'clock P.M., Prevailing Eastern Time.

PRESENT: Councilmembers \_\_\_\_\_

\_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

\_\_\_\_\_

The following preamble and Resolution were offered by Councilmember \_\_\_\_\_  
\_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

**WHEREAS**, the City of Novi recently adopted (2009) an updated Community  
Recreation Plan; and

**WHEREAS**, the City's Community Recreation Plan contains specific references to the  
area within the City located near 13 Mile Road, Old Novi Road, and East Lake and South Lake  
Drives, containing approximately 11 acres of City-owned property adjacent to Walled Lake  
known and referred to as "The landings" area, as undeveloped park land and open space; and

**WHEREAS**, the City's Master Plan for Land Use also recognizes the existence of the  
undeveloped area as park land by designating the area as such; and

**WHEREAS**, on February 8, 2010, the City Council identified The Landings property as  
an area that the City intends to retain ownership of and improve for park purposes; and

**WHEREAS**, the City Council's designation of the area as such came after review and  
approval of the "Landings Property Land Use Study" prepared in August, 2009 for the City of  
Novi by the consulting firm Birchler Arroyo & Associates; and

**WHEREAS**, in its February 8, 2010 discussion, City Council identified the initial park development components for The Landings to include park infrastructure, a promenade walkway, a small fishing pier, landscaping, a historical marker, and a park sign; and

**WHEREAS**, the expected cost of these improvements—which are only a portion of the various planned improvements for the property as a whole—is expected to be approximately \$625,000; and

**WHEREAS**, the Michigan Natural Resource Trust Fund (MNRTF) has grant monies available for the improvement of park land and open space; and

**WHEREAS**, the City Council believes it to be appropriate to submit an application for an MNRTF grant in the amount of 70 percent of the total project cost, with a local (City) match of 30 percent of the total project cost; and

**WHEREAS**, the City Council has identified sources of funding to secure the 30 percent local match, which would total \$187,500:

**NOW, THEREFORE, BE IT RESOLVED** that the Novi City Council hereby resolves to take all actions necessary to submit a 2010 City of Novi Michigan Natural Resources Trust Fund (MNRTF) grant application in connection with the above-referenced “Landings” area property, subject to the following:

1. That the application include the following improvements.
2. That the application identify a project cost of \$625,000.
3. That the City will provide a 30 percent local match in the amount of \$187,500.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

STATE OF MICHIGAN     )  
  )ss.  
COUNTY OF OAKLAND    )

I, MARYANNE CORNELIUS, the duly-qualified Clerk of the City of Novi, Oakland County, Michigan, do hereby certify that the foregoing is an amended copy of the Resolution

adopted by the City Council of the City of Novi, at a duly-called meeting held on \_\_\_\_\_, 2010, a copy of which is on file in my office.

\_\_\_\_\_  
MARYANNE CORNELIUS  
Clerk, City of Novi

This Resolution was signed and acknowledged before me on \_\_\_\_\_, 2010, by MARYANNE CORNELIUS, the duly-authorized Clerk for the City of Novi, a Michigan municipal corporation.

\_\_\_\_\_  
Notary Public, Oakland County, Michigan  
My Commission Expires:\_\_\_\_\_

City of Novi  
The Landings Property  
Phase 1 Development Concept  
March 2010





# MEMORANDUM



TO: CLAY PEARSON, CITY MANAGER  
FROM: RANDY AULER, CPRP, DIRECTOR PARKS, RECREATION & CULTURAL SERVICES  
SUBJECT: 2010 MICHIGAN NATURAL RESOURCES TRUST FUND GRANT - Landings Property @ 13/01d Novi Rd  
DATE: MARCH 10, 2010

3/11/10  
To Mayor & City Council Members

For future consideration

## Background

On February 8, 2010, City Council identified the initial park development components for the "Landings". These components include: park infrastructure, a promenade walkway, small fishing pier, landscaping, historical marker, and park sign. These components are included in the grant application. In addition, two accessible parking spaces, which will provide universal accessibility for the physically challenged, are included.

The grant application is to be submitted by April 1, 2010, and requires City Council approval of resolution authorizing submittal of the application, identification of the match (either as a dollar amount or as a percentage of the total cost) and all sources of the match. The resolution for approval will be placed on the March 22, 2010 City Council agenda.

## Grant match

The grant application requires a minimum 25% local match. In the past, a community may contribute 26% of the match and score additional points. This is no longer the case because the scoring criteria has been changed to require communities with higher median household incomes to contribute a greater percentage of the match to score additional points. The City of Novi median household income is in the top 1/3<sup>rd</sup>, therefore, the City would need to commit to a 30% local match to receive 5 points. The total project cost is \$625,000. The City match of 25% would be \$156,250. The City match of 30% would be \$187,500.

## Sources of match \*

The following provides a summary of potential funding sources for the match:

- **FY09/10 Parks, Recreation & Cultural Services Budget**  
FY09-10 budget included \$50,000 for the "Landings" property. There is \$45,000 remaining in the fund which could be allocated to the grant match.
- **Tree Fund**  
The initial development of the property includes \$29,000 of tree planting. Therefore, \$29,000 of tree fund money could be allocated to the grant match.
- **Park Fund Balance**  
The park fund balance could be allocated for the grant match. As of June 30, 2009, this balance was \$537,000.
- **City General Fund Balance**  
Previously, the general fund has been used to fund park capital improvement projects and could be utilized to provide monies for the grant match.

- **Park Foundation Naming Rights Fund**

The City of Novi and the Novi Park Foundation have an agreement which enables the Park Foundation to market parks and park amenities for donations. In exchange, the donor receives naming rights to the park or amenity. The donated funds are then utilized for park improvements. A portion of the naming rights funds could be allocated for the grant match. The approximate balance of the fund is \$293,000.

The Michigan Natural Resources Trust Fund (MNRTF) Board selects its grant award recommendations in December, 2010. The State allocates the funds in June, 2011 and enters into a project agreement with the City in the fall 2011. The matching funds would need to be available in fall 2011.

Staff recommends the local match of 30% (\$187,500) for the following fund sources:

FY09/10 Parks, Recreation & Cultural Services Budget	\$ 45,000
Tree Fund	\$ 29,000
Park Foundation Naming Rights Fund	<u>\$113,500</u>
Total	\$187,500

Staff will prepare the resolution authorizing the submittal of the grant for the March 22, 2010 City Council agenda.



**MICHIGAN NATURAL RESOURCES TRUST FUND  
2010 GRANT APPLICATION**

This information is requested by authority of Part 19 of Act 451 of 1994, to be considered for a recreation grant.

A large print version of this application is available upon request.

<b>FOR DNR USE ONLY</b>	
Application Number	
Region Number	

Please refer to chapter 3 of 2010 Michigan Natural Resources Trust Fund Application Guidelines booklet for information on completing this form.

**Section A1: Applicant, Site, Project Identification**

Name of Applicant (Government Unit) City of Novi		Federal ID Number (required) 386-032-551	County Oakland
Name of Authorized Representative (responsible for application day-to-day) Nancy Cowan		Title Superintendent of Recreation	
Address 45175 W. Ten Mile Road		Telephone ( 248 ) 347-0402	FAX (248 ) 347-3286
City Novi	State MI	ZIP 48375	E-mail ncowan@cityofnovi.org
State House District 38th	State Senate District 15th	U.S. Congressional District 11th	
Address of site 1904 Old Novi Rd.	City, Village or Township of site Novi	ZIP 48377	
County in which site is located Oakland	Town, Range and Section Numbers of site location T1N R8E Sec 2 & 3		
Park Name Landings Park	Proposal Title Trailhead/Waterfront Development		
Proposal Description To construct a trailhead for the existing and future non-motorized regional pathway system and create an accessible waterfront park with 835 linear feet of naturalized shoreline.			

Is the application for site development or land acquisition?     Development or  Acquisition

**Section A2: Project Funding**

**IMPORTANT: PLEASE ROUND ALL AMOUNTS TO THE NEAREST \$100.00**

SOURCES OF MATCHING FUNDS	PROJECT COST AMOUNTS
a. General Funds or Local Restricted Funds (Applicant's own cash)	\$ 45,000.00
b. Force Account Labor/Materials (Applicant's own paid labor or materials)	\$ 00.00
c. Federal or State Funds (other than MNRTF)	\$ 00.00
d. Cash Donations	\$ 142,500.00
e. Donated Labor and/or Materials	\$ 00.00
f. Donated Land Value (acquisition applications only)	\$ 00.00
g. <b>Total Match</b>	\$ 187,500.00
h. <b>Grant Amount Requested (round to nearest hundred dollars)</b>	\$ 437,500.00
i. <b>Total Project Cost</b>	\$ 625,000.00
j. <b>Percentage of match commitment (Must be at least 25% of total project cost)</b>	30 %



**Section A3: Project Details – Land Acquisition Applications ONLY**

Interest acquired will be (check all that apply)  Fee Simple  Easement  Other \_\_\_\_\_

What are the current land uses that exist on the parcel? (check all that apply)

Undeveloped/natural land  Agricultural  Residential  Commercial (including timber extraction)  
 Recreational  Other (describe) \_\_\_\_\_ Any buildings on the site?  No  Yes

**Parcel Information Table**

Itemize estimated cost information for each parcel. For phased projects, the parcels and dollar amounts provided should include all phases.

LANDOWNER	ACREAGE	STATE EQUALIZED VALUE (SEV)	(1) ESTIMATED APPRAISED VALUE (\$)	(2) ESTIMATED RELOCATION COSTS (\$)
Parcel 1			00.00	00.00
Parcel 2			00.00	00.00
Parcel 3			00.00	00.00
TOTALS			00.00	00.00

(3)  
ESTIMATED  
INCIDENTAL COSTS

Prorated Taxes	\$	00.00
Recording Fees	\$	00.00
Transfer Tax	\$	00.00
Title Insurance	\$	00.00
Appraisal Fees	\$	00.00
Closing Fees	\$	00.00
Environmental Assessment Costs	\$	00.00
TOTAL	\$	00.00


TOTAL APPRAISED VALUE (1)	\$	00.00
TOTAL RELOCATION COSTS (2)	\$	00.00
TOTAL INCIDENTAL COSTS (3)	\$	00.00
TOTAL ACQUISITION COSTS	\$	00.00

*Total Acquisition Costs must match item i. of Section A2 of this form*

**Section A4: Project Details – Development Applications ONLY**

Applicant's current control of the site:  Fee Simple  Lease  Easement  Other  Age of Park  Acres

**Development Project Cost Estimate Table**

SCOPE ITEMS <small>Limit each item description to 25 characters. Do Not Abbreviate.</small>	 IS SCOPE ITEM OF UNIVERSAL DESIGN?		SIZE OR QUANTITY	\$	COST
	NO	YES			
1. Site Grading & Survey	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L.S.	\$	109,300.00
2. Utilities & Electrical	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L.S.	\$	57,000.00
3. Waterfront Sea Wall (Natural)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	835 L.F.	\$	57,200.00
4. Promenade Walkway	<input type="checkbox"/>	<input checked="" type="checkbox"/>	13,517 S.F.	\$	137,800.00
5. Fishing Pier (Small)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L.S.	\$	12,700.00
6. Landscaping & Trees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L.S.	\$	55,700.00
7. Historical Icon	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L.S.	\$	19,000.00
8. Park Sign	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L.S.	\$	5,000.00
9. Parking (incl. barrier-free)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L.S.	\$	73,300.00
10. Sidewalks	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6,250 S.F.	\$	39,500.00
Permit Fees			L.S.	\$	10,000.00
MNRTF Sign			1	\$	1,500.00
			SUBTOTAL	\$	578,000.00
			ENGINEERING (These fees may not exceed 15% of subtotal)	\$	47,000.00
			TOTAL ESTIMATED COST	\$	625,000.00

*Total Estimated Cost must match item i. of Section A2 of this form*



**Section A5: Explanation of Match Sources**

Complete only if you entered a value for any or all of items c, d, e, or f in Section A2 of this application.

c. **Federal or other state funds** - Provide the information requested below for each federal or state program from which matching funds will be provided.

(1) Program Name	Administering Agency	
Contact Name for Administering Agency	Telephone (       )	Amount \$
Type of Funds		
<input type="checkbox"/> Grant funds awarded _____ <span style="margin-left: 150px;"><i>Date grant funds approved</i></span>		
<input type="checkbox"/> Grant funds applied for, not yet approved _____ <span style="margin-left: 150px;"><i>Estimated approval date</i></span>		
<input type="checkbox"/> Appropriated funds _____ <span style="margin-left: 100px;"><i>Date appropriated</i></span>		
<input type="checkbox"/> Other, explain _____		
Is documentation containing the scope of work and budget for the other grant funds included with application? <input type="checkbox"/> No <input type="checkbox"/> Yes		
Is documentation (such as a grant approval letter) that verifies the availability of funds included with application? <input type="checkbox"/> No <input type="checkbox"/> Yes		

(2) Program Name	Administering Agency	
Contact Name for Administering Agency	Telephone (       )	Amount \$
Type of Funds		
<input type="checkbox"/> Grant funds awarded _____ <span style="margin-left: 150px;"><i>Date grant funds approved</i></span>		
<input type="checkbox"/> Grant funds applied for, not yet approved _____ <span style="margin-left: 150px;"><i>Estimated approval date</i></span>		
<input type="checkbox"/> Appropriated funds _____ <span style="margin-left: 100px;"><i>Date appropriated</i></span>		
<input type="checkbox"/> Other, explain _____		
Is documentation containing the scope of work and budget for the other grant funds included with application? <input type="checkbox"/> No <input type="checkbox"/> Yes		
Is documentation (such as a grant approval letter) that verifies the availability of funds included with application? <input type="checkbox"/> No <input type="checkbox"/> Yes		

d. **Cash Donations** - List the individual sources and the amounts to be donated below.

SOURCE	AMOUNT
Tree Fund	\$ 29,000.00
Park Foundation Naming Rights Fund	\$ 113,500.00
	\$ 00.00

Is a letter of intent from each donor included with application?     No     Yes

e. **Donated Labor or Materials** - Include each item to be donated, the source, dollar value, and how the dollar value was determined.

ITEM	SOURCE	DOLLAR VALUE	VALUATION METHOD
_____	_____	\$ 00.00	_____
_____	_____	\$ 00.00	_____
_____	_____	\$ 00.00	_____

Is a letter of intent from each donor included with application?     No     Yes

f. **Donated Land Value** - Describe how the value of the land donation was determined.

Is a letter from the landowner committing to the donation of a portion of fair market value and any conditions placed upon their commitment included with application?     No     Yes

### Section B: Justification of Need

If you are submitting multiple acquisition or development applications, what is the priority for this application? (1 = highest) \_\_\_\_\_

What page(s) of your recreation plan is the need for the proposed project discussed? 72, 73, 74

What was the date(s) of public meeting to discuss submission of the grant application? March 11, 2010

No  Yes

Are you the primary provider of recreation services to any surrounding communities, as documented in your recreation plan?  No  Yes

List communities: \_\_\_\_\_

What is the total population of the seasonal residents? \_\_\_\_\_

Who uses the proposed facilities? \_\_\_\_\_

Was the application developed through collaboration with adjacent communities or school districts?  No  Yes

### Section C: Applicant History and Stewardship

	NO	YES
Is applicant financially solvent to complete the acquisition transaction without any third party assistance (i.e. loans, lines of credit, same day closings, etc.) until partial reimbursement and final audit is completed (approximately 180 days after closing)?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please provide documentation that supports this.		
Has applicant received DNR recreation grant(s) in the past?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, does applicant currently have an open, active grant?		
Has applicant closed, sold, or transferred any parkland or recreation facilities in the past 5 years?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does applicant have a "residents only" policy for this park or other parks or recreation facilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you now or do you intend in the future to charge an entrance fee to the project site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, fee schedule and policy for reduced entrance fees for low-income users included with application?		
What is the applicant's current year budget for parks and recreation?		\$ <u>2,317,400</u>
What are the estimated operation and maintenance costs associated with the project?		\$ <u>33,000</u>

### Section D: Site Conditions

Complete the following property checklist on the environmental conditions at the project site and adjacent areas, using information from the past ten years or longer, as appropriate. If you answer **YES** or **UNKNOWN** to any of the questions, you are required to prepare an environmental report. See page 28 of the *2010 Michigan Natural Resources Trust Fund Application Guidelines* for guidance.

	NO	YES	UNKNOWN
1. Does the applicant, landowner, or others have knowledge that any portion of the property is or has been used for industrial purposes, including manufacturing and/or minerals' processing or extraction (sand, gravel, oil, or gas) at this time or in the past?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Does the applicant, landowner, or others have knowledge that any portion of the property is currently being used or has been used in the past for a gas station, motor vehicle service or repair facility, commercial printing facility, dry cleaners, photo developing lab, junkyard, landfill, waste treatment, storage, processing or recycling or disposal facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	NO	YES	UNKNOWN
3. Does the applicant, landowner, or others have knowledge that any of the following are or have in the past been stored, discarded, or used on the property – automotive or industrial batteries, pesticides or other chemicals used in agricultural practices, paints, industrial waste, or other chemicals in drums or other containers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the applicant, landowner, or others have knowledge that fill dirt or other fill material of unknown origin is on this property or has in the past been placed on the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Does the applicant, landowner, or others have knowledge of any evidence of leaks, spills, or stains from a substance other than water at this time or in the past?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Does the applicant, landowner, or others have knowledge that there are or have in the past been waste disposal pits, lagoons, or ponds on the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Does the applicant, landowner, or others have knowledge that there are at this time or have in the past been registered or unregistered storage tanks on the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Does the applicant, landowner, or others have knowledge that contaminated groundwater lies below the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. If there is a water well on the property, does the applicant, landowner, or others have knowledge that contaminants have been identified in the well that exceeded legal standards or has the well been identified as contaminated by a government agency?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Has the landowner been notified about any current violations of environmental laws pertaining to activities on the property or does applicant, landowner, or others have knowledge about past violations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Has the landowner been notified of any environmental assessments of the property that identified a) the presence of hazardous substances, petroleum products, or contamination; or b) the need for further assessment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Does the applicant, landowner, or others have knowledge that any hazardous substances, unidentified waste materials, tires, or automotive or industrial batteries have been dumped above ground, buried, or burned on the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Is the property listed on any federal or state list of contaminated sites, including the site of a leaking underground storage tank?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Does the applicant, landowner, or others have knowledge that any of the adjoining properties are currently being used or have been used in the past for the purposes listed in the previous questions 1-13?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Has an environmental assessment been completed for the site? If yes, provide the most current.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Are permits required for the development of the site? If yes, complete the following table:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>TYPE OF PERMIT</b>	<b>PERMITTING AGENCY</b>	<b>EFFORTS TAKEN TO OBTAIN PERMIT OR DETERMINE PERMIT REQUIREMENTS</b>	
<u>Joint Permit</u>	<u>DNRE</u>	<u>Engineer Review, Discussion with DNRE</u>	
<u>Grading/Building</u>	<u>City</u>	<u>City Review</u>	
<u>Soil Erosion, R.O.W.</u>	<u>City</u>	<u>City Review</u>	



**Section E1: Natural Features of the Project Site**

To the best of your knowledge, does the project site include:

Great Lakes shoreline or Great Lakes connecting water frontage? No Yes

Great Lakes connecting waters are defined on page 13 of the 2010 Michigan Natural Resources Trust Fund Application Guidelines booklet.

If yes, name of Great Lake or Great Lakes connecting water \_\_\_\_\_

How many linear feet of shoreline or frontage? \_\_\_\_\_

Inland lake frontage? No Yes

If yes, name of water body Walled Lake \_\_\_\_\_

What is the size of the total water body in acres? 670 \_\_\_\_\_

How many linear feet of frontage are on site? 835 \_\_\_\_\_

River and/or tributary frontage? No Yes

If yes, name of water body \_\_\_\_\_

How many linear feet of frontage? \_\_\_\_\_

Is the river or tributary a state natural river or a federally dedicated wild and scenic river? No Yes

Wetland acreage or frontage? No Yes

If yes, please list the number of acres of the type(s) of wetland(s) on site

Marsh \_\_\_\_\_ Prairie \_\_\_\_\_ Fen \_\_\_\_\_ Bog \_\_\_\_\_ Forest \_\_\_\_\_ Shrub \_\_\_\_\_

Dune and swale complex \_\_\_\_\_ Boreal forest \_\_\_\_\_ Type unknown \_\_\_\_\_

Is documentation of type and quality provided with application? No Yes

If yes, source of information \_\_\_\_\_

Other water acreage or frontage? No Yes

If yes, name of other water body \_\_\_\_\_

Is the entire water body completely within the site boundaries? No Yes

How many linear feet of frontage or acres of water are on site? \_\_\_\_\_

Sand dunes? No Yes

If yes, list the number of acres of sand dunes on the site \_\_\_\_\_

Critical \_\_\_\_\_ Not designated as critical, or designation unknown \_\_\_\_\_

Is documentation of type and quality provided with application? No Yes

If yes, source of information \_\_\_\_\_

Dedicated state or federal listed wilderness or dedicated natural area or Pigeon River Country State Forest land or inholding? No Yes

If yes, name of area \_\_\_\_\_

How many acres on site? \_\_\_\_\_

Rare species or any other significant feature as defined by the Michigan Natural Features Inventory?

No Yes

If yes, list species or feature and status. If too many to list here, include in the application narrative.

Population/range locations denoted on site plan or other map? No Yes



## Section E2: Wildlife Values of the Project Site

Will the proposed park or park development:

Protect wildlife habitat (for example, breeding grounds, winter deeryards, den sites)?  No  Yes

If yes, list species \_\_\_\_\_

How many acres of habitat does the site provide? \_\_\_\_\_

Act as a wildlife corridor between existing protected areas or buffer an existing protected area?  No  Yes

If yes, name the existing park(s) or protected area(s) Lakeshore Park

How many acres are currently in protected status? 391 Regulated Woodlands 391 acres

Wetlands 391 acres

Is documentation of the ecological value of adjacent protected areas and/or the ability of the project site to act as a corridor/buffer provided with application?  No  Yes

If yes, source of information City Regulated Woodlands & Wetlands Map

## Section E3: Natural Resource Recreation Opportunities

Will the proposed park or park development provide new or additional:

Water recreation opportunities?  No  Yes

Hunting opportunities?  No  Yes

If yes, what seasons will be available? (for example, deer/firearm) \_\_\_\_\_

How many acres will be available for hunting? \_\_\_\_\_

Fishing opportunities?  No  Yes

If yes, what type of fishing opportunities will be provided? (species/methods)

Shoreline and Fishing dock; kayak and canoeing: large and small Mouth Bass, N. Pike, Yellow Perch, Rock Bass, Sunfish, Bullhead & Carp

Bird watching or other nature viewing opportunities?  No  Yes

If yes, what species can be viewed? Swans, Mallard, Geese, Heron, Hawk, Gull, Owl, Woodpecker, and other indigenous species.

Nature interpretation or education opportunities?  No  Yes

If yes, how are the interpretation or education opportunities provided? (check all that apply)

Interpretive signage  Interpretive brochures  Nature center  Part time or volunteer naturalist  Full time naturalist

Have you formed a partnership with another organization to provide interpretive/educational services?  No  Yes

If yes, name of organization West Bloomfield Parks and Recreation Commission at Lakeshore Park

Provide examples of interpretive materials, descriptions of classes, and other documentation on the interpretive/educational services provided with application Interpretive Panel & classes

## SECTION E4: Public Access Opportunities

Will the site be open to the general public?  No  Yes

List the hours open to the public Half hour before sunrise to half hour after sunset.

How will the public be reasonably able to access this site? (check all that apply and show on site plan)

Automobile  Boat  Public Transportation  Motorized Trail  Non-Motorized Trail

Sidewalk/Pathway  Other (describe) Senior Bus, Kayak & Canoe

**SECTION E5: Trails**

*If the proposed project is a trail, answer the following questions:*

Who is the primary intended user? (Check one)

- Hikers/Pedestrians     
 Road Bicyclists     
 Equestrians     
 Mountain Bicyclists  
 Cross-Country Skiers     
 Snowmobilers     
 Other motorized vehicle users     
 Other

Who are the secondary users?

- Hikers/Pedestrians     
 Road Bicyclists     
 Equestrians     
 Mountain Bicyclists  
 Cross-Country Skiers     
 Snowmobilers     
 Other motorized vehicle users     
 Other

Is the trail connected to another trail(s) or part of a larger trail network?    No    Yes

If yes, what is the name of the network? City of Novi and Walled Lake Area Pathways

How long is the trail? 89,074 linear feet, including 48,418 ft. bituminous (paved),  
                                 ft. boardwalk (if applicable), 40,656 ft. sidewalk                                  ft. other hard surface.

What is the width of the trail? 5-8 ft.

**SECTION F: Certification**

*I hereby certify that I am an official of the applicant agency and am empowered to make the necessary commitments to apply for this grant. I also certify that I understand all of the commitments and responsibilities listed in the Michigan Natural Resources Trust Fund 2010 Application Guidelines (IC1905).*

<u>Randy Auler</u>	<u>Director Parks, Recreation and Cultural Services</u>	
<small>Printed/typed name of authorized agent (must be a community official)</small>	<small>Title of authorized agent</small>	<small>Signature</small>
		<small>Date</small>

Complete all information, sign, and mail to:  
**GRANTS MANAGEMENT**  
**MICHIGAN DEPARTMENT OF NATURAL RESOURCES**  
**PO BOX 30425**  
**LANSING MI 48909-7925**

OVERNIGHT or EXPRESS MAIL to:  
**GRANTS MANAGEMENT**  
**MICHIGAN DEPARTMENT OF NATURAL RESOURCES**  
**530 W ALLEGAN**  
**LANSING MI 48933**

*Mailed applications must be postmarked by the US Postal Service no later than 11:59 PM April 1, 2010, for primary deadline, or August 2, 2010, for secondary deadline (acquisitions only).*

**DO NOT FAX APPLICATION**





**DOCUMENTATION OF SITE CONTROL FOR RECREATION GRANT APPLICATIONS  
(FOR DEVELOPMENT PROJECTS ONLY)**

*This information is requested by authority of Part 19 of Act 451 of 1994, to be considered for a MNRTF grant.*

**1. SITE DESCRIPTION:** Describe the project site (all areas to be developed) below and attach a legal description and boundary map:  
 Landings Property: 1904 Old Novi Road, Novi, MI 48377 (Parcel #'s: Part of 50-22-02-358-014;  
 50-22-02-354-009; 50-22-02-351-001; 50-22-03-476-016; 50-22-03-480-001; 50-22-03-479-003;  
 50-22-02-352-001; R.O.W.)

**2. SITE CONTROL:** Indicate the type of control the applicant has over the site. Refer to the "2006 MNRTF Application Guidelines" booklet for guidance on control requirements for grant applications. If there is more than one type of control or multiple leases or easements covering the project area, please provide a separate form for each lease or easement included in the project area. Note changes regarding required signatures in Section 4, Certification, below.

TYPE OF CONTROL	PORTION OF SITE	DOCUMENTATION ATTACHED
<b>Fee Simple Title</b> <input type="checkbox"/> Current <input type="checkbox"/> Proposed	<input type="checkbox"/> Entire Site. <input type="checkbox"/> That portion of the site described below and as highlighted on the boundary map:	<input type="checkbox"/> For proposed fee simple title, a written commitment signed by landowner and the applicant to transfer ownership to applicant by a specific date. <input type="checkbox"/> Other.
<b>Less Than Fee Simple Title</b> <input type="checkbox"/> Current <input type="checkbox"/> Proposed	<input type="checkbox"/> Entire Site. <input type="checkbox"/> That portion of the site described below and as highlighted on the boundary map:	<input type="checkbox"/> For proposed fee simple title, a written commitment signed by landowner and the applicant to transfer ownership to applicant by a specific date. <input type="checkbox"/> Other.
<b>Lease</b> <input type="checkbox"/> Current <input type="checkbox"/> Proposed	<input type="checkbox"/> Entire Site. <input type="checkbox"/> That portion of the site described below and as highlighted on the boundary map:	<input type="checkbox"/> Copy of Current Lease. <input type="checkbox"/> Copy of Draft Lease. <input type="checkbox"/> Written commitment signed by landowner and applicant to enter into an unconditional lease for a specified timeframe. <input type="checkbox"/> Other.
<b>Easement</b>	<input type="checkbox"/> Entire Site. <input type="checkbox"/> That portion of the site described below and as highlighted on the boundary map:	<input type="checkbox"/> Copy of Current Easement. <input type="checkbox"/> Copy of Draft Easement. <input type="checkbox"/> Written commitment signed by landowner and applicant to grant an unconditional easement. <input type="checkbox"/> Other

**3. LIMITATIONS, CONDITIONS OR ENCUMBRANCES:**

a) For property owned or to be owned by the applicant, describe all easements or encumbrances.

b) For property to be controlled through other methods, describe any conditions or limitations in current or proposed leases, easements or use agreements, including restrictions on the applicant's use of the site or the rights to be reserved by the landowner, that may in any way impact the applicant's ability to complete the project in a timely manner and provide for public recreational use in perpetuity:

No limitations, conditions or encumbrances

**4. CERTIFICATION:** (For projects on property owned in fee simple by the applicant, the form must be signed by the applicant's attorney or another local unit official capable of certifying that the information provided is accurate. For leases, easements or other less than simple control, the form must be signed by the applicant's attorney).

I hereby certify that the information provided above and attached is accurate to the best of my knowledge. I understand that the site control is an application eligibility requirement and an evaluation factor. *If the applicant has not demonstrated to the satisfaction of the Michigan Department of Natural Resources (DNR) that they have or will have adequate control of the site to be developed, the application will be rated as ineligible.*

I understand that if a grant is approved, within 90 days of a grant award being made, the applicant must provide an attorney's certification that the entire site is controlled by the applicant, subject to DNR approval, or the grant will be revoked.

NAME (Printed/Typed) \_\_\_\_\_ TITLE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ Attorney's P# \_\_\_\_\_



# NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 19, Act 451 of 1994, to be considered for a MNRTF grant.

1. Name of Project: <u>Landings Park</u>		2. Date: <u>March 12, 2010</u>																									
3a. Identity of the applicant agency, organization, or individual:  <u>City of Novi</u>  <u>45175 W. Ten Mile Road</u>  <u>Novi, MI 48375</u>		3b. Indicate below the representative of the applicant to contact for additional information regarding this Notice: <table border="1"> <tr><td colspan="3">Name</td></tr> <tr><td colspan="3"><u>Nancy Cowan, Superintendent of Recreation</u></td></tr> <tr><td colspan="3">Address (Street / PO-Box)</td></tr> <tr><td colspan="3"><u>45175 W. Ten Mile Road</u></td></tr> <tr><td>City</td><td>State</td><td>Zip Code</td></tr> <tr><td><u>Novi</u></td><td><u>MI</u></td><td><u>48375</u></td></tr> <tr><td colspan="3">Area Code and Telephone No.</td></tr> <tr><td><u>(248</u></td><td><u>)347-0404</u></td><td></td></tr> </table>		Name			<u>Nancy Cowan, Superintendent of Recreation</u>			Address (Street / PO-Box)			<u>45175 W. Ten Mile Road</u>			City	State	Zip Code	<u>Novi</u>	<u>MI</u>	<u>48375</u>	Area Code and Telephone No.			<u>(248</u>	<u>)347-0404</u>	
Name																											
<u>Nancy Cowan, Superintendent of Recreation</u>																											
Address (Street / PO-Box)																											
<u>45175 W. Ten Mile Road</u>																											
City	State	Zip Code																									
<u>Novi</u>	<u>MI</u>	<u>48375</u>																									
Area Code and Telephone No.																											
<u>(248</u>	<u>)347-0404</u>																										
4a. Agency from which assistance will be sought: <input checked="" type="checkbox"/> Michigan Department of Natural Resources		Name of Program: <u>Michigan Natural Resources Trust Fund</u> Public Law or USC#: <u>Part 19 of Act 451 of 1994</u>																									
5. Estimated Cost:  FEDERAL: \$ _____  STATE: <u>\$437,500</u>  OTHER: <u>\$187,500</u>  TOTAL: <u>\$ 625,000</u>		6. Estimated date by which time the applicant expects to formally file an application: <u>April 1, 2010</u>																									
		7. Geographic location of the project to be assisted: (indicate specific location as well as city or county. Attach map if necessary).  <u>1904 Old Novi Road, Novi, MI 48377</u>  <u>T1N R8E Sec 2 &amp; 3</u>																									
8. Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:																											
8a. Type of project: <u>Non-motorized Trailhead and Waterfront Development Passive Park</u>																											
8b. Purpose: <u>To develop an 11 acre waterfront park and non-motorized pathway trailhead on Walled Lake. The park will provide 835 linear feet of naturalized shoreline for public access and tie into regional trailways.</u>																											
8c. General size or scale: <u>10.7 acres</u>																											
8d. Beneficiaries (persons or institutions benefited): <u>Residents of Novi (pop. 54,391) and Walled Lake (pop. 6,833) &amp; non-motorized users of Oakland County trails.</u>																											
8e. Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary): <u>Oakland County Trails Master Plan</u> <u>Oakland County Environmental Stewardship Program - Greenway Hub</u>																											



### Phase 1 - The Landings Park Preliminary Cost Estimate

Quantity	Item	Unit Cost	Total Cost	10% Contingency	Overhead/ Profit (15%)
45,000 sf	Clear area at center front edge	0.5	\$22,500	\$24,750	\$28,463
3,500 cy	Strip and stockpile top soil	4	\$14,000	15,400	17,710
Allowance	Site grading		40,000	44,000	50,600
Allowance	Utilities		15,000	16,500	18,975
834 lf	Waterfront sea wall (soft "natural" engineering)	54	\$45,036	49,540	56,971
13517 sf	Promenade walkway	8	\$108,136	118,950	136,792
Allowance	Fishing pier (smaller of two)		10,000	11,000	12,650
Allowance	Landscaping		15,000	16,500	18,975
58 ea	Trees on arc	500	\$29,000	31,900	36,685
6250 st	Sidewalks (Tree-lined arc sidewalk)	5	\$31,250	34,375	39,531
Allowance	Site electrical conduit and partial		30,000	33,000	37,950
Allowance	Historical icon		15,000	16,500	18,975
Allowance	Park sign		6,750	7,425	8,539
Allowance	Parking (incl. barrier-free) + curb cut	L.S.	57,450	63,195	72,674
	<b>Total Construct</b>		<b>\$439,122</b>	<b>\$483,034</b>	<b>\$555,489</b>
	DEQ permitting and other permits				10,000
	Soil borings				2,500
	Site survey				10,000
	Engineering and design costs				47,000
	<b>Subtotal</b>				<b>\$69,500</b>
	<b>GRAND TOTAL</b>				<b>\$624,989</b>