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## CORRIDOR IMPROVEMENT AUTHORITY MINUTES

CITY OF NOVI

**Tuesday, March 20, 2018 | 4:00 P.M.**

Mayor's Conference Room | Novi Civic Center | 45175 Ten Mile Road  
(248) 347-0460

### CALL TO ORDER

The meeting was called to order at 4:05 PM.

### ROLL CALL

#### Present:

Mayor Bob Gatt, Mayor Pro-Tem David Staudt, Council Member Markham, Brandon Stewart, Blair Bowman, John O'Brien, Jeff Wainwright, Joseph Hurshe, Robert Ledbetter

#### Also Present:

Victor Cardenas, Assistant City Manager; Alan Weber, Economic Development Director; Yuliya Harris, Graduate Management Analyst

Upon Novi City Council approval to form the Corridor Improvement Authority (CIA) in January 2018, the CIA met for the first time to appoint three positions, discuss the function of the Authority, and approve the bylaws.

Council Member Markham asked whether this should be an open meeting. Assistant City Manager, Victor Cardenas, clarified that per CIA bylaws, all meetings and correspondence going forward will be public, however the initial meeting can be closed. All meetings for calendar year 2018 will be publically announced by March 23, 2018.

Victor Cardenas asked Mayor Gatt when the three positions (Chairperson, Vice Chair, and Secretary) should be appointed. Mayor Gatt agreed that the bylaws and positions should be approved at the current meeting.

### **VOTE TO ADOPT THE CORRIDOR IMPROVEMENT AUTHORITY BYLAWS MADE BY MAYOR GATT AND SECONDED BY BLAIR BOWMAN.**

**Motion to adopt the Corridor Improvement Authority Bylaws as presented. Motion carried 9-0.**

Mayor Gatt asked Victor Cardenas regarding the recording of meeting minutes and budget recommendations. Cardenas explained that the City staff will record minutes at all CIA meetings. Budget will be recommended by City staff to the Authority for deliberation, and the Authority will recommend it to City Council for approval. Once the Tax Increment Financing (TIF) is approved by Oakland County, the City will begin capturing revenue-stream for the CIA projects.

## **APPOINTMENT OF POSITIONS**

Per bylaws, position appointments are made per calendar year, which includes staggering of appointments for up to four years. Positions appointed for 2018 will be effective immediately, and will expire on December 31, 2018.

### **VOTE TO APPOINT MAYOR BOB GATT AS CHAIRPERSON OF THE CORRIDOR IMPROVEMENT AUTHORITY MADE BY BLAIR BOWMAN AND SECONDED BY JEFF WAINWRIGHT.**

**Motion to appoint Mayor Bob Gatt as Chairperson of the Corridor Improvement Authority. Motion carried 9-0.**

### **VOTE TO APPOINT BLAIR BOWMAN AS VICE CHAIRPERSON OF THE CORRIDOR IMPROVEMENT AUTHORITY MADE BY MAYOR PRO-TEM DAVID STAUDT AND SECONDED BY MAYOR BOB GATT.**

**Motion to appoint Blair Bowman as Vice Chairperson of the Corridor Improvement Authority. Motion carried 9-0.**

### **VOTE TO APPOINT BRANDON STEWART AS SECRETARY OF THE CORRIDOR IMPROVEMENT AUTHORITY MADE BY MAYOR BOB GATT AND SECONDED BY MAYOR PRO-TEM DAVID STAUDT.**

**Motion to appoint Brandon Stewart as Secretary of the Corridor Improvement Authority. Motion carried 9-0.**

## **FUTURE MEETINGS**

Mayor Gatt suggested that frequency and time for future meetings should be decided. Until further notice, the meetings will be held quarterly, as the TIF capture will take multiple years. If necessary, meeting frequency will be increased at a later point. All meetings will be held at 8 AM, every three months. Next meeting will be held on Tuesday, June 12, 2018 at 8 AM in the Council Conference Room (open to public).

## **CURRENT CIA PLAN**

Victor Cardenas provided background on the current CIA plan, which was developed by OHM Consultants with input from Novi business leaders. He explained that the plan satisfies City Council's long-term goals that directly relate to Grand River Ave.;

- (1)** looking into potential development options for the Grand River corridor between Taft and Beck,
- (2)** funding and completing the Northwest Quadrant Ring Road,
- (3)** creating/adopting a multi-year plan for upgrading all of our major commercial corridors (Grand River, Novi Road, 12 Mile) with streetlights, landscaping, etc., and
- (4)** exploring Tax Incremental Financing Districts (TIFs) or similar Main Street area and/or Grand River Corridor.

The original estimate to execute the entire plan was around \$24,000,000, which included streetscape, signage, roadwork, and landscape improvements. However, Oakland County confirmed that the tax capture over 20-years would be \$19,500,000. The Authority will need to decide which projects should be funded, and make sure that the projects are in alignment with City Council's goals. All were in agreement that Ring Road should be a priority, as well as improving the overall aesthetic of the corridor area.

Due to the timeline of the tax capture, CIA projects will be paid with other funds and then repaid with the tax capture and interest. Mayor Pro Tem Staudt and Member Markham suggested the use of \$3,000,000 from the Special Assessment District Account as seed funding to accelerate the CIA project. Allocation of SAD funding will require City Council approval.

Member Markham mentioned that if the Regional Transit Authority (RTA) passes, the CIA plans will be affected. If buses are part of the RTA or the City begins to provide bus transport, bus stops should be created now to accommodate future transit. She also discussed the need to look at mobility within the corridor. There should be other transit available to move people between various attractions within the corridor, such as the Novi Town Center and Suburban Collection Showplace. Mayor Gatt raised the issue of pedestrian safety at Beck Road. Blair Bowman suggested that pedestrian access should be addressed. Non-motorized crossings at I-96 should also be considered.

Member Markham asked about incentives for renovation of poorly maintained properties along the corridor and redevelopment opportunities. Economic Development Director, Alan Weber, suggested that programs that would allow matching grants for façade improvements are often not beneficial long-term. Therefore, the Authority would need to be strategic in providing grants, tax abatements, etc. as incentives. Member Markham also suggested that younger members of the Novi community should be included CIA planning, in order to consider future housing and transportation trends. Cardenas suggested involving the Novi Youth Council in future meetings to meet this need.

At the June 2018 meeting, members of the Authority will look at other similar Corridor Improvement Authorities around the U.S. to gain a better understanding of best practices in pedestrian safety, transit, and landscape. Bowman suggested that the plan should consider the inclusion of long-term self-sustainable and/or revenue-generating structures.

**Meeting adjourned at 5:05 PM**