



CITY OF NOVI
Finance and Administration Committee Meeting
August 31, 2026, 5:00 p.m.
Mayor's Conference Room | 45175 Ten Mile Road
(248) 347-0445

CALL TO ORDER: 5:01 p.m.

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Councilmember Staudt

PRESENT: Mayor Fischer, Mayor Pro Tem Casey, Councilmember Staudt

STAFF LIAISON: Victor Cardenas, City Manager

ALSO PRESENT: Jeff Much, Parks, Recreation, and Cultural Services (PRCS) Director
Tracie Ringle, Deputy PRCS Director
Tom Schultz, City Attorney
Katherine Oppermann, Recording Secretary

APPROVAL OF AGENDA

Motion: Casey; Seconded: Staudt; Approved: 3:0

APPROVAL OF MINUTES – July 22, 2026

Motion: Casey; Seconded: Staudt; Approved: 3:0

PURPOSE OF THE MEETING

1. Use of Facilities Policy Draft Review

City Attorney Schultz noted the changes that the Committee as well as Mr. Muck and Ms. Ringle had suggested that were implemented in the newest draft and then proceeded to give a general overview of the updates made to the draft.

Mayor Fischer noted that Brookfarm Park was missing from the list, Mr. Muck agreed also noting that some other smaller neighborhood parks were missing and noted that they have not and do not have plans to ever rent or hold events on those grounds out. Mayor Fischer said that regardless they should be included to ensure understanding that they still fall under the new, updated policy. City Attorney Schultz confirmed the requested and continued his review. Some other small points of discussion included the smoking policy, what should be considered a park feature, what page 14 was intended to specifically prohibit, etc. All of these points were asked to be more clearly laid out in the final draft.

Mayor Fischer also asked about the refund/cancellation fee policy, noting he thought the established 50% fee was his preference. Mr. Muck said the topic had been discussed among the PRCS staff, they rarely have cancellations so they have no opposition to keeping it at City Council's preferred rate. He also noted that there

is a level of discretion in waiving that the PRCS Director is empowered to do, under specific circumstances such as the death of the celebrant.

The Committee then went over the new HOA meeting rates, the alcohol policy , that the Ice Arena can now be used by any non-profit not only the City, and that the document clearly states that it supersedes any previous policy. A few small verbiage and grammatical changes were suggested and acknowledged.

Councilmember Staudt stated that he only cares that the new policy allows for the rental of the Lakeshore Lodge, everything else is housekeeping. He then asked when the ability to rent it, along with the other policy updates, will go live. Mr. Muck said that they plan to make it as soon as possible, with the intent for it to be officially live starting January 1, 2027.

Mayor Fischer briefly asked if there were any plans to extend the Lakeshore Park Beach operation hours in the event of another hot September. Mr. Muck said that any such discussion would be based on staffing availability, as they have typically fewer part-time workers available once the School year starts.

Mayor Fischer also asked about political campaigning at parks, and if it would be prohibited under the new policy, particularly in light of a recent event at a City park. He thinks it is tacky to do so but also that it should not be permitted. Mr. Muck said that if such a campaign targets a Parks Program they should be able to shut it down and Mr. Schultz concurred. Mayor Pro Tem Casey suggested that this also be included as part of the materials the City Clerk distributes to candidates.

Motion to move the approval of the updated Use of Facilities Policy to City Council for further discussion.

Motion: Casey

Seconded: Staudt

Approved 3:0

AUDIENCE COMMENTS: None

ADJOURNMENT: 5:44 p.m.

Motion: Staudt; Seconded: Casey: Approved: 3:0