

MEMORANDUM



TO: MAYOR AND CITY COUNCIL
FROM: PETE AUGER, CITY MANAGER
SUBJECT: WORKING COMMITTEES
DATE: AUGUST 19, 2019

Staff is working to create the framework for two committees at the direction of City Council. One committee will address roads, and the other will focus on the feasibility of constructing a community recreation center. Both committees will contain council members and residents. Staff representatives will serve as consultants/subject matter experts and assist the committee discussions. Their purpose is advisory only; they will assemble information and make recommendations, but will have no decision-making authority. If there are informal votes taken by these committees or work groups as to what items or issues to study or pursue further, staff members will not participate.

Roads Committee

This committee will take a technical approach to the five-year roads assessment management plan. Committee members will utilize data to make recommendations to City Council regarding best practices for roadway maintenance. The committee will also work toward solutions aimed at improving the flow of traffic throughout the community.

The committee will contain representatives from the following groups:

- Mayor
- City Council (2)
- Citizens at large (2)
- City Manager's Office
- Public Works
- Road Engineering Consultant
- Planning Department
- Community Relations
- Finance
- Police Department

Community Recreation Center Committee

This committee will work to start the discussion in the community and provide recommendations to City Council regarding the potential development of a community recreation center. Staff, at this time, has recommended the creation of a two-tiered committee. The **Steering Committee** will focus on leading the process and providing the final recommendation to City Council. The **Recreation Center Work**

Group will be a larger group designed to assist the Steering Committee in vetting ideas and providing input.

Recreation Center Steering Committee:

The committee will contain representatives from the following groups:

- Mayor
- City Council (2)
- Parks, Recreation and Cultural Services Commission (1)
- Citizens at large (2)
- City Staff:
 - o City Manager's Office
 - o Public Works
 - o Planning
 - o Community Relations
 - o Integrated Solutions (Facilities Management)
 - o Finance
 - o Fire Department

Recreation Center Work Group:

This group will work cooperatively with the Community Recreation Center Steering Committee to assist in vetting ideas. This committee would be composed of a variety of individuals, providing balance to the Steering Committee.

One or two potential representatives could be selected from the following groups (or any other groups the Mayor chooses) possibly 12 to 24 members:

- Novi Ambassador Academy Alumni
- HOA's in the City of Novi
- Novi Business Community
- Novi Youth Council
- Fox Run
- Meadowbrook Commons
- City of Novi Staff (as necessary)