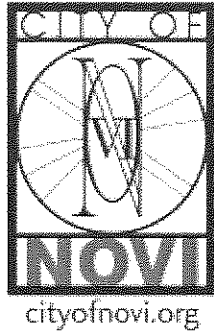


* Funding was approved awaiting inter-local government agreement.

MEMORANDUM



TO: RANDY AULER, DIRECTOR OF PARKS, RECREATION
AND CULTURAL SERVICES

FROM: NANCY COWAN, SUPERINTENDENT OF RECREATION

SUBJECT: PARTNERSHIP OPPORTUNITY - OUTDOOR MOVIE
EQUIPMENT

DATE: APRIL 29, 2009

The Parks, Recreation and Cultural Services Department (PRCS) currently has three outdoor movies planned as a part of the Sizzling Summer Arts Series (SSAS) - a series of free community events held in City of Novi Parks, including movies, concerts and puppet shows. The movies are shown on a large outdoor inflatable screen, utilizing a contractual arrangement with a vendor specializing in such rentals. The cost of providing all three movies for our community this summer is nearly \$4,000, which is covered by sponsorships from local businesses. This is the second year of offering movies as a part of the series, as they were very well received by the community in 2008.

City Manager Clay Pearson recently provided a contact and some information regarding a possible partnership to acquire an inflatable movie screen in lieu of rental. Through further investigation, there are four communities in the area that also show outdoor movies and have a need for a screen; City of South Lyon, City of Plymouth, City of Northville and Milford Township.

The City of South Lyon is spearheading the project with a representative from each of the communities. The proposal is to purchase an inflatable movie screen and equipment (sound system, generator, trailer, etc.) in partnership and share the items among the five communities, instead of using contracted services, which is currently the case for all of the named communities. The major benefits include a long-term cost savings, since the equipment can be used for years to come, and the ability to utilize the equipment at other City events and venues each year.

The total cost of a complete system will depend on the brand chosen, however it is estimated that the maximum cost would approximately be \$33,000. Split amongst the five communities, the cost to the City of Novi would be \$6,600 or less. This is not budgeted in FY 2008-09 or 2009-10, as the opportunity has just presented itself. Therefore, please consider funding this project in the amount of \$6,600 for a system that can be utilized by the City for years to come. The timeline for choosing and ordering a system would be within the next three weeks. Once the order is placed, estimated time of delivery is about three weeks or mid-June. Therefore, if the City of Novi elects to participate in the project, payment would be due to the City of South Lyon, who will place the order under their purchasing policy and guidelines, by the end of June or early July 2009. The department could then still potentially use the system for the July and August movies this summer.

In the meantime, the committee is also working on various details of the proposed partnership; including a basic intergovernmental agreement, scheduling process, storage and maintenance of the system.

* Please notify me by May 8, 2009, if the funding for this project is available in order to move forward with the partnership.