



CITY OF NOVI
Consultant Review Committee Meeting
September 13, 2024, 3:00 p.m.
Mayor's Conference Room | Novi Civic Center | 45175 Ten Mile Road
(248) 347-0445

CALL TO ORDER 5:30 p.m.

ROLL CALL: Mayor Pro Tem Casey, Councilmembers Heintz, and Staudt

PRESENT: Mayor Pro Tem Casey, Councilmembers Heintz, and Staudt

STAFF LIAISON: Victor Cardenas, Interim City Manager

OTHERS PRESENT: Jeff Muck, Director of Parks, Recreation, and Cultural Services (PRCS)
Katherine Oppermann, Recording Secretary

APPROVAL OF AGENDA

Motion Maker: Casey, Seconded: Heintz, Approved 3:0

APPROVAL OF MINUTES - May 6, 2024 Meeting Minutes

Motion Maker: Casey, Seconded: Heintz, Approved 3:0

PURPOSE OF THE MEETING

1. Consultant List Review – no discussion
2. Ice Arena Management

City Manager Cardenas noted that the Novi Ice Areana Management contract will be expiring soon, and we have the option of going to bid. Our current consultant, the Suburban Sports Group, is interested in renewing their contract. PRCS Director Muck shared that staff has been happy with Suburban to date.

Councilmember Staudt asked for Mr. Muck to send a copy of the current contract to the Committee before the renewal goes before City Council, with the actual cost to the City confirmed. Additionally, it was noted that there is no longer any outstanding debt associated with the Ice Arena. Councilmember Staudt also asked if Suburban takes a portion of Ice Arena revenue. Mr. Muck confirmed that yes, they do but that any amount beyond their revenue share agreement comes back to the City. Councilmember Staudt asked if there are any upcoming projects at the ice arena to which Mr. Muck responded that yes, they will be planning on redoing the parking lot and boards in the future. HE also noted the possibility of the pro shop going away in the future and the consideration of an automated concessions model, as opposed to the current staffed concessions.

Mr. Muck stated that bringing Suburban on as the management company many years prior had been an excellent choice. He noted that prior to their management

we were "in the red" on the facility. Additionally, it benefits the City to maintain control of the facility [and have a management contractor] as it allows us oversight on the upkeep, programming, fees, etc. He continued that with both the Ice Arena and with Meadowbrook Commons there are effectively no other bidders, it would be a waste of time and resources to go through the full Request for Proposal (RFP) process. An RFP could also risk a situation where private equity underbids.

Mayor Pro Tem Casey asked if there is room for a third rink at the arena. Mr. Muck said no, but there is potentially room on the property to add an outdoor rink/facility that could accommodate additional activities such as roller hockey. Councilmember Staudt asked if there would be benefits to a synthetic rink. Mr. Muck replied that synthetic rinks are not necessarily ideal due to the setup/teardown time, necessary storage space, and the potential for pollutant plastic shavings.

Mr. Cardenas confirmed that staff will do their due diligence and bring the Committee fee structure and revenue ahead of presentation to the full City Council. This will also include the Ice Arena financial history, and the current contract and fee schedule.

3. RFQ for Owner's Representative Services for New Public Safety Building

Mr. Cardenas stated that the Committee has already seen the bids. Of those, AECOM and Plante Moran Realpoint were the highest rated in an internal staff review. We reached out for references and received back good reviews from both the City of Royal Oak and the Novi Community School District about Plante Moran.

Councilmember Staudt said that, in his conversations with Plante Moran about what they envision the next steps in this process to be is that there will be a 90-day plan put together and then they will proceed from there. He noted that he had never worked with a firm like this before but that they claim that a million dollars or more can be saved on a project by including them, if it isn't then they haven't done their job. He agrees that a million dollars under budget is far better than using up budget and contingency, he expects that the City will see a return on investment by going with them. Councilmember Staudt further stated that he thinks the process should be overseen, in part, by the Finance Committee. We should be ready with any ballot proposal by August 2025.

Councilmember Heintz agreed that he was also impressed by Plante Moran's ballot proposal passage rate. The committee also briefly discussed some past bond and millage proposals, both those that were successful and those that were not.

Councilmember Staudt emphasized that this will be a 50-year investment in Novi and that Plante Moran seems to know what they're doing. He believes they can give the guidance we need along the way and he appreciates that they have a local presence. He then asked if anyone else on the Committee had any further comments or questions. Councilmember Heintz said he has been really pleased with the work Plante Moran had done with the schools and appreciates the recommendation from staff. Mayor Pro Tem Casey noted that she had previously

had some concerns regarding Plante Moran Realpoint but now feels she can support them as a consultant. She also pointed out that AECOM was way out of the range financially and that the benefit of having a owner's representative will be that it should take a lot of the burden off of staff's shoulders. Councilmember Staudt said that he appreciates that Plante Moran can give a more "national" view on design and how things are done across the united states but at the same time have a local presence, which will be of great benefit.

Motion to move the decision on Owner's Representative Services to City Council for review and final approval.

*Motion Maker: Casey, Seconded: Heintz
Approved: 3:0*

AUDIENCE COMMENTS - none

ADJOURNMENT - 3:39 p.m.