

**Beautification Commission Minutes**  
**Wednesday, November 13, 2024**  
**6:00 pm**  
**Novi Civic Center**  
**45175 10 Mile Rd.**  
**Mayor's Conference Room**

**Call to Order:** 6:00 pm

**Roll Call:** Yogesh Kumar, Jan Lach, Christen Pietraz, Laura Williams, Mary Angela Winter, Torry Yu

**Present:** Yogesh Kumar, Jan Lach, Christen Pietraz, Mary Angela Winter, Torry Yu  
**Absent Excused:** Laura Williams

**Approval of Agenda:** Moved: Pietraz, Seconded: Winter, Approved 5:0

**Approval of Minutes – October 9, 2024:** Moved: Pietraz, Seconded: Yu, Approved 5:0

**New Business:**

1. Community Development Block Grant – Deputy Finance Director, Sabrina Lilla

Deputy Finance Director Sabrina Lilla gave an overview of the Community Development Block Grant (CDBG) process to the Commissioners, including how the money is allocated under County restrictions with 15% of funds being assigned to Public Service activities and 85% assigned to Minor Home Repair. Oakland County approves programs that qualify for CDBG funds. This meeting is to determine what projects to award the 15% for public services, this year the total that can be allocated totals \$18,486.

Having reviewed the recommended applicant projects the Commission determined to continue the longtime City support to HAVEN, Novi Youth Assistance, and Hospitality House. It was determined that the greatest portion of the available funds be allocated to Novi Youth Assistance as their program is highly localized, whereas the other two organizations, while also highly deserving, are more regional and have additional resources for funding opportunities comparatively.

*Motion to recommend that City Council approve the 15% allocation of funds that can be allocated to public service activities (\$18,486.00) out of the total CDBG funds (\$123,243.00) as follows: \$8,000.00 to Novi Youth Assistance and \$5,243.00 each to HAVEN and Hospitality House. The remaining \$123,243.00 will be allocated to the City of Novi Minor Home Repair Program, as usual.*

*Motion Maker: Winter, Seconded: Pietraz, Approved 5:0*

<b>Recommended Projects</b>					
<b>CDBG Program Descriptions</b>	<b>Organization Requesting Funding</b>	<b>Description</b>	<b>2024 Application Amount</b>	<b>2025 Agency Requests</b>	<b>2025 Beautification Commission Recommendation</b>
Public Services	HAVEN	Domestic violence	\$5,393	\$15,000	\$5,243
Public Services	Novi Youth Assistance	Specialized counseling and camp and fieldtrip scholarships	\$8,000	\$9,000	\$8,000
Public Services	Hospitality House	Emergency Services	\$5,393	\$9,950	\$5,243
		<b>Sub-Total*</b>	<b>\$18,786</b>	<b>\$33,950</b>	<b>\$18,486</b>
Minor Home Repair	City of Novi	Residential Repair Program for Novi Residents	\$106,460	\$89,293	\$104,757
		<b>Total</b>	<b>\$125,246</b>	<b>\$123,243</b>	<b>\$123,243</b>

The Commissioners also requested that, if possible, in future years to have additional time to make their decision regarding the CDBG funds. Suggesting that the information and the decision could be split between October and November meetings. Ms. Lilla noted that the timeline to do so would be tight (the County informs us of the allocation amount quite close to the October Beautification meetings) but that she would be happy to accommodate the request.

**Roundtable Discussion:**

The Commission spoke briefly about the planned 2025 monthly social media presence. Commissioner Kumar noted that it is easy for a small Commission such as ours to be forgotten if we don't stay visible to the community. It was determined that Staff Liaison Oppermann and the Commission would discuss the 1<sup>st</sup> quarter/half of the 2025 year programming and posts at the next Commission meeting.

**Public Comment:** none

**Adjournment:** 6:40 pm

**Upcoming Meetings:** 12/11