

CITY OF NOVI CITY COUNCIL
APRIL 13, 2026

SUBJECT: Approval of a Resolution to close Meadowbrook Road from 25075 Meadowbrook to Ten Mile and close 10 Mile Road from Meadowbrook to the Civic Center at 45175 Ten Mile Road for the 2026 Memorial Day Parade from 10:00 AM to 12:00 PM on Monday, May 25, 2026.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

BACKGROUND INFORMATION:

In recognition of service to our Country, the City of Novi hosts a Memorial Day parade in honor of all Veterans. The Road Commission for Oakland County (RCOC) has issued an Annual Permit Number 64939 (that is valid through December 31, 2026) to the City allowing use of the roadways under County jurisdiction for civic events. The permit is predicated upon the adoption of an Authorizing Resolution by the Novi City Council approving the event and agreeing to the terms of the permit. Permit requirements include hold harmless and indemnity and represents the Board of Road Commissioners against any and all claims for bodily injury or property damage, or any other claim related to the event.

Ten Mile Road is under the jurisdiction of RCOC. Approval of the attached resolution is required as part of RCOC Permit Number 64939.

RECOMMENDED ACTION: Approval of a Resolution to close Meadowbrook Road from 25075 Meadowbrook to Ten Mile and close 10 Mile Road from Meadowbrook to the Civic Center at 45175 Ten Mile Road for the 2026 Memorial Day Parade from 10:00 AM to 12:00 PM on Monday, May 25, 2026.

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

**RESOLUTION AUTHORIZING 2026 City of Novi Memorial Day Parade on Meadowbrook
and Ten Mile Roads**

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on April 13, 2026, at 7 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers _____

ABSENT: Councilmembers _____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS; the 2026 Memorial Day Parade, presented by the City of Novi, will take place on Monday, May 25, 2026, from 10:00 am to 12:00 pm; and

WHEREAS; the Parade will begin at 25075 Meadowbrook Road and proceed South to 10 Mile Road and proceed West on 10 Mile Road and end at the Civic Center located at 45175 Ten Mile Road; and

WHEREAS; the City of Novi has been issued an annual permit, that is valid through December 31, 2026, permit number 64939, by the Road Commission for Oakland County to conduct civic events on roads under the jurisdiction of RCOC; and

WHEREAS; the validity of the permit is conditioned upon adoption of an Authorizing Resolution by the Novi City Council for the event and a statement agreeing to the terms of the permit.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the City of Novi hereby support and authorize the 2026 Memorial Day Parade and will fulfill all permit requirements, hold harmless, indemnify, and represent the Board of Road Commissioners against any and all claims for bodily injury or property damage, or any other claim arising out of or related to the 2026 Memorial Day Parade.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 13th day of April 2026, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

Cortney Hanson, City Clerk
City of Novi



City of Novi Memorial Day Parade Staging Areas

City of Novi Parks, Recreation and Cultural Services Department
Route Begins at Meadowbrook Commons, then Continues South
to Ten Mile Road, then Westbound to the Novi Civic Center
Parade Route = 2.04 Miles



Finish - Novi Civic Center



Start - Meadowbrook Commons



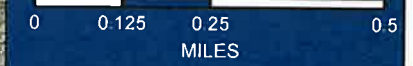
START

END

PARADE ROUTE

CITY OF NOVI

INTEGRATED SOLUTIONS TEAM
GEOSPATIAL RESOURCES DIVISION
NOVI CITY HALL/CIVIC CENTER
45175 W. TEN MILE ROAD
NOVI, MI 48375-3024
MAP AUTHOR: J. GARTHA
MAP PUBLICATION DATE: May 3, 2023



1 inch = 1,395 feet



ROAD CLOSURE PERMIT FOR BLOCK PARTIES AND PARADES

Permit No.: **PRCL26-002**

Issue Date:

Upon the request of **SANDY FISHER**, authorized representative of **CITY OF NOVI** and in accordance with the provisions of the Code of Ordinances of the City of Novi, Michigan Section 33-52, Parades and Processions in the Uniform Traffic Code, and Section 31-9, Road Closures, a permit to temporarily close **Meadowbrook Road from 25075 Meadowbrook to Ten Mile and close 10 Mile Road from Meadowbrook to the Civic Center at 45175 Ten Mile Road** for the purpose of a **2026 Memorial Day Parade** is granted as follows:

Road closure for Memorial Day parade, closing Meadowbrook Rd. and Novi Rd.

Reason for Closure: Memorial Day Parade

Applicant: Sandy Fisher, City of Novi

Name of Street: The parade route begins at Meadowbrook Commons located at 25075 Meadowbrook Road and proceeds to City of Novi Civic Center located at 45175 Ten Mile Road.

Date of Closure: May 25, 2026

Time: 10:00am – 12:00pm

If the applicant needs barricades, barrels, or cones for the event, the applicant **MUST** contact DPW Field Operations at 248-735-5640 at least 7 business days prior to the event to make the request and coordinate locations.

Approved by:

Ben Croy, City Engineer

cc: Erick Zinser, Director of Public Safety/Chief of Police
John Martin, Fire Chief
Scott Beatens, Assistant Police Chief
Todd Seog, Assistant Fire Chief
Kristie Gruenwald, Police Commander

Robert Maner, Police Commander
Damon Parnell, Deputy Director of Communications
Matt Wiktorowski, Field Operations Manager
Aaron Staup, Construction Engineer

BOARD OF COUNTY ROAD COMMISSIONER, OAKLAND COUNTY, MICHIGAN
2420 PONTIAC LAKE ROAD - WATERFORD, MI 48328

REFER ALL INQUIRIES TO DEPARTMENT OF CUSTOMER SERVICES - PERMITS (248) 858-4835

\$ 0.00
Const. Bond: \$ 0.00
Permit Fee: \$ 0.00
Deposit: \$ 0.00
Est. Insp. Fee: \$ 0.00
Paint Fee: \$ 0.00
Sign Fee: \$ 0.00
Signal Fee: \$ 0.00

Application No: 23-2040
Permit No: 64939

This permit is issued on the condition that licensees and any persons working under the authority of this permit shall comply with the requirements of Act 53 of the P.A. of 1974.

CALL MISS DIG BEFORE YOU DIG
PHONE: (248) 647-7344

01/06/2024

Received of NOVI, CITY OF

to be applied in accordance

with the terms of below permit. **BOARD OF COUNTY ROAD COMMISSIONERS, Oakland County, Michigan**

by: _____

Deputy Secretary-Clerk

Subject to the conditions on the reverse side hereof and the application on file, permission is granted by the Board of County Road Commissioners, Oakland County, Michigan hereinafter referred to as the Board, to:

NOVI, CITY OF

45175 W 10 MILE ROAD NOVI, MI 48375 248-347-0460,

hereinafter referred to as the Licensee.

This is a permit to:

CONDUCT PARADES AND OTHER COMMUNITY EVENTS OR INSTALL BANNERS, AT TIMES AND LOCATIONS AS APPROVED BY LOCAL MUNICIPALITY RESOLUTION. THE LOCAL MUNICIPALITY SHALL PROVIDE FOR ALL TRAFFIC CONTROL INCLUDING SIGNS, BARRICADES AND POLICE CONTROL OF TRAFFIC. THE MUNICIPALITY SHALL NOTIFY THE ROAD COMMISSION IN ADVANCE AND PROVIDE A COPY OF RESOLUTIONS AUTHORIZING THE PARADE, COMMUNITY EVENT, OR BANNER. THE WORDING ON BANNERS SHALL BE APPROVED BY RESOLUTION OF THE LOCAL MUNICIPALITY AND SHALL NOT ADVERTISE FOR A PRIVATE BUSINESS OR BE POLITICAL IN NATURE. BANNERS SHALL BE INSTALLED AT A HEIGHT AND LOCATION THAT MEETS RCOC SPECIFICATIONS AND GUIDELINES. THE DISTANCE BETWEEN THE BOTTOM OF THE BANNER AND THE SURFACE OF THE ROAD SHALL BE NO LESS THAN 18 FEET AND THE BANNER SHALL BE LOCATED SO THAT IT CAUSES NO VISUAL OBSTRUCTION WITH TRAFFIC SIGNALS OR OTHER TRAFFIC CONTROL DEVICES.

SUBCONTRACTORS AND ANY OTHER PARTIES WORKING ON BEHALF OF THE MUNICIPALITY SHALL BE MADE AWARE OF THE TERMS OF THE PERMIT.

ALL BILLINGS FOR INSPECTION FEES AND WORK PERFORMED BY THE RCOC AS A RESULT OF THESE ACTIVITIES SHALL BE BILLED TO THE MUNICIPALITY.

All construction shall be in accordance with the attached approved plan and application on file for:

NOVI, CITY OF

as prepared by

CITY OF NOVI

and with the RCOC Supplementary Permit Specifications as follows:

ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE APPROVED PLAN AND APPLICATION ON FILE AND WITH THE ROAD COMMISSION FOR OAKLAND COUNTY PERMIT RULES, SPECIFICATIONS, AND GUIDELINES DATED MARCH 14, 2013.

This permit is granted for the period

Commencing 01/06/2024

and ending 12/31/2026

NOVI VARIOUS
BOARD OF COUNTY ROAD COMMISSIONERS, Oakland County,
Michigan Department of Customer Services - Permits

By: Siman [Signature]

In consideration of the granting of this permit, the undersigned Licensee hereby agrees to abide by and conform with all of the terms and conditions herein set forth or incorporated herein by reference. (SEE APPLICATION AND REVERSE SIDE FOR CONDITIONS OF PERMIT.)

By: Matthew T. Wiktorowski