



CITY OF NOVI CITY COUNCIL OCTOBER 21, 2025

SUBJECT: Consideration of Ordinance Amendment 25-196 to add a new section to establish consistent starting and ending dates for Boards and Commissions.
FIRST READING

SUBMITTING DEPARTMENT: City Clerk

KEY HIGHLIGHTS:

- This action is in support of City Council goal: Review and update current board and commission structure and add new boards/commissions as appropriate to maximize opportunities for resident engagement and input to City Staff.
- Majority of terms will be aligned with a January 1st start date.

BACKGROUND INFORMATION:

As part of our effort to meet the Council goal of updating the boards and commission structure, staff is recommending this ordinance amendment that would establish a single, standardized term start date for all boards, commissions, and committees. If the first reading is approved, a resolution would be brought forward with the second reading to ensure that all advisory bodies – regardless of how they were originally established – are included in this alignment.

The goal is to simplify and modernize the appointment process for those interested in serving. This approach is a broad-based action to address the appointment process generally. Members of boards or commissions affected by a change in appointment date will remain in place until their successor (which may be themselves) is formally appointed on the standardized term date. This approach results in a more manageable, equitable, and predictable appointment cycle for Council, staff and residents alike.

RECOMMENDED ACTION: Consideration of Ordinance Amendment 25-196 to add a new section at Chapter 2, "Administration," Article V, "Boards and Commissions," Division 1, "Generally," to add a new section 2-161, "Commencement of Term of Office," in order to establish consistent starting and ending dates for Boards and Commissions where a different date is not set by other law or ordinance or resolution.

FIRST READING

STATE OF MICHIGAN

COUNTY OF OAKLAND

CITY OF NOVI

ORDINANCE NO. 25-196

AN ORDINANCE TO AMEND THE CITY OF NOVI CODE OF ORDINANCES, AT CHAPTER 2, "ADMINISTRATION," ARTICLE V, "BOARDS AND COMMISSIONS," DIVISION 1, "GENERALLY," TO ADD A NEW SECTION 2-161, "COMMENCEMENT OF TERM OF OFFICE," IN ORDER TO ESTABLISH CONSISTENT STARTING AND ENDING DATES FOR APPOINTMENTS TO BOARDS AND COMMISSIONS WHERE A DIFFERENT DATE IS NOT SET BY OTHER LAW OR ORDINANCE OR RESOLUTION.

THE CITY OF NOVI ORDAINS:

Part I. That Chapter 2, "Administration," Article V, "Boards and Commissions," Division 1, "Generally," of the City of Novi Code of Ordinances shall be amended to add a new Section 2-161, "Commencement of Term of Office," to read as follows:

Sec. 2-161 Commencement of Term of Office

If the term of a board or commission created by this Code of Ordinances, by state law, or by Resolution of Council is established by reference to a period of years, then unless there is something in the ordinance, law, or resolution clearly establishing a different date for commencement, such term shall commence on January 1st.

PART II. Severability. Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART III. Savings Clause. The amendment of the Novi Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the Novi Code of Ordinances set forth in this Ordinance.

PART IV. Repealer. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

PART V. Effective Date. The provisions of this Ordinance are ordered to take effect following publication in the manner prescribed by the Charter of the City of Novi.

PART VI. Adoption. This ordinance is hereby declared to have been adopted by the Novi City Council in a meeting thereof duly held and called on the ____ day of _____, 2025, in order to be given publication in the manner prescribed by the Charter of the City of Novi.

Moved by _____ and supported by _____.

Justin P. Fischer, Mayor

Cortney Hanson, City Clerk

Certificate of Adoption

I hereby certify that the foregoing is a true and complete copy of the ordinance adopted at the regular meeting of the Novi City Council held on the _____ day of _____, 2025.

Cortney Hanson, City Clerk