



# CITY of NOVI CITY COUNCIL

**Agenda Item 5  
December 19, 2016**

**SUBJECT:** Appointments to Boards and Commissions

**SUBMITTING DEPARTMENT:** City Clerk *JS* *JS*

**CITY MANAGER APPROVAL:** *[Signature]*

**BACKGROUND INFORMATION:**

Attached is a copy of the ballot for appointments to Boards and Commissions. Also, attached please find a copy of the draft minutes pertaining to the interviews from the meeting of December 5, 2016 and December 12, 2016, along with copies of the candidates' applications.

**RECOMMENDED ACTION:** Appointments to Boards and Commissions

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Burke				
Council Member Casey				

	1	2	Y	N
Council Member Markham				
Council Member Mutch				
Council Member Wrobel				

# MEMORANDUM



**TO:** MAYOR GATT AND COUNCIL MEMBERS  
**CC:** CORTNEY HANSON, CITY CLERK *CH*  
**FROM:** DAWN SPAULDING, DEPUTY CITY CLERK *DS*  
**SUBJECT:** INTERVIEWS FOR BOARDS AND COMMISSIONS  
**DATE:** DECEMBER 15, 2016

Attached please find applications for the current openings on Boards and Commissions along with a rating sheet and a current boards and commissions booklet list.

- David Baratta resigned from the Planning Commission in October, creating a vacancy.
- Andrew Sarpolis resigned from the Beautification Commission in November, creating vacancy.
- Pamela Superfisky is seeking reappointment to the Election Commission, but was unable to attend the Commission Interview Committee meeting on December 12<sup>th</sup> due to a previous engagement.
- Kevin Cassady was appointed as an alternate member to the Board of Review on December 21, 2015. He submitted a letter on December 14, 2016 indicating he wished to be appointed as a full member.
- Mark Wasserman was scheduled for interviews on December 12<sup>th</sup>; however he was absent.

Below is a list of current vacancies and expiring terms for Boards and Commissions that are interviewed by **Council**:

Board or Commission	Number of openings	Term expiration
Planning Commission (Mayoral Appointment)	1 partial term	06/30/2019
Zoning Board of Appeals	3 full terms (including 1 alternate)	01/01/2020

### Attendance records for those seeking reappointment:

Pamela Superfisky (Election Commission) – attended 9 of 11 meetings since January 2014.

Keith Mixer (Housing & Community Development Advisory Committee) – attended 1 of 2 meetings since June 2014.

**Commission Interview Committee**

The Commission Interview Committee met on Monday, December 12<sup>th</sup> at 8:00 p.m.

Below is a list of current vacancies and expiring terms for Boards and Commissions that are interviewed by the Commission Interview Committee:

<b>Board or Commission</b>	<b>Number of openings</b>	<b>Term expiration</b>
Beautification Commission	1 partial term	03/01/2017
	1 partial term	03/01/2018
	3 partial terms	03/01/2019
Board of Review	1 full term	01/01/2020
Election Commission	1 full term	01/01/2020
Historical Commission	1 full term	01/01/2020
Housing & Community Development Advisory Committee	2 full terms	01/01/2020
	1 partial term	01/01/2019

**COMMISSION INTERVIEW COMMITTEE**  
**December 12, 2016 | 8:00 p.m.**  
**Council Conference Room | Novi Civic Center | 45175 Ten Mile Road**

Council Member Wrobel called the meeting to order at 8:00 p.m.

**ROLL CALL:** Council Members Wrobel, Casey, and Burke

**ALSO PRESENT:** Wendy DuVall, Community Outreach & Events Specialist

**APPROVAL OF AGENDA:** Agenda was unanimously approved

**INTERVIEWS FOR BOARDS & COMMISSIONS**

Council Member Wrobel began the meeting by thanking the applicants for their time and interest in serving the City. He instructed the applicants to give a brief introduction or presentation about themselves, and why they wanted to serve on a committee, and explained that each Committee member would have an opportunity to ask them one question.

**1. Carolyn Upton- Beautification Commission**

Ms. Upton stated that she has been a resident of Novi for 22 years, and that her subdivision recently received a grant from the City. She said that she oversaw the project, where she worked with Rick Meader, City landscape architect. She stated that she was not currently serving on any board or commission, but Mr. Meader asked her if she was interested, so she applied.

Member Casey thanked Ms. Upton for coming out, and asked Ms. Upton what her specific goal would be if she joined the Beautification Commission. Ms. Upton responded that she has attended two meetings so far, and sees a lot of potential with the Commission, but doesn't currently have one particular goal. Ms. Upton mentioned that she's interested in the Meadowbrook Commons garden project, and would like to focus on growing the Commission, getting to City events, and attracting people to join the team.

Member Burke thanked Ms. Upton for coming out, and asked Ms. Upton what she did for Troop 54. Ms. Upton replied that she earned two Polar Bear awards, and did a lot of camping. She stated she was part of the leadership team for cub scouts, then boy scouts for a Novi troop. She elaborated that she had been a committee chairperson, participated in fundraising activities, and was overall very involved with the troop.

Member Wrobel asked Ms. Upton where Troop 54 was based at. Ms. Upton said the troop was through the Methodist Church at 10 Mile and Meadowbrook. Member Wrobel went on to thank Ms. Upton for being a CERT volunteer, and asked about her involvement in the gateway project, specifically what could be changed. Ms. Upton said she would encourage Mr. Meader to fully utilize Next Door, which she feels is a great way to get the word out to homeowners. She continued that the gateway program is helpful and well-run, but underutilized. She would like to strengthen the message and get the word out sooner to more subdivisions, and see more applicants.

## **2. Yunbo Nie- Beautification Commission**

Mr. Wrobel introduced Mr. Nie, and disclosed that Mr. Nie was on Mr. Wrobel's homeowner association. Mr. Nie has been a resident of Novi for 15 years, and feels that serving on the Beautification Commission would be a great way to give back to his community. Mr. Nie stated that he chose the Beautification Commission because he has a lot of strong feelings on environmental issues. He believes serving on this commission would give him a voice with the City as well as opportunities to influence the decisions it makes. Mr. Nie said he wants the environment to look better and to be more sustainable. Mr. Nie stated he was interested in a career in politics and feels that serving on the Commission would be a good way to get started with that.

Member Burke stated that Mr. Nie answered his question regarding why he chose the Beautification Commission, then asked Mr. Nie about his Master's program. Mr. Nie responded that he finished it, but that it was more of a post-bacc program that worked with Master's students who studied bio-chemistry and conducted research on the triple positive FCF7 breast cancer cells. Mr. Burke thanked Mr. Nie for coming out.

Member Casey thanked Mr. Nie for stepping forward, and asked what his particular goal is, or if there is one area of the City that needs help. Mr. Nie said he feels there is a disconnect between what the City does and what the subdivisions want. For example, the City sent tree trimmers to his neighborhood, and the results were not in tune with what the residents wanted. Mr. Nie wants to see a better way of letting the City know what the citizens want.

Member Wrobel stated that Mr. Nie is currently involved in the gateway project for their neighborhood, and asked for his overall impression so far. Mr. Nie thinks it's a great opportunity for citizens to seek monetary support in order to advance their beautification goals in a more sustainable manner.

## **3. Carmela Langley- Election Commission**

Ms. Langley stated she has been in Novi for 13 years, and started off being very involved with the community while her daughter was in high school. Then she became involved with her association board as vice president, and served on SOS to help the schools bridge the gap with funding. She also completed CERT training, where she is still an active member as much as possible, and attended the Novi Ambassador Academy, which she said is an amazing program that introduced her to Boards & Commissions.

Member Casey stated she thought the Members had seen her before; Ms. Langley confirmed that she was involved with the Library Board. Member Casey asked Ms. Langley if she preferred to serve on the Election Commission or the Library Board. Ms. Langley said that the Library was her heart and soul, but that the Election Commission needed help and she was happy to serve wherever she could.

Member Burke recalled that they had interviewed her before, and thanked her for coming out again. He didn't have any further questions at that time.

Member Wrobel thanked Ms. Langley for her involvement with the Novi Ambassador Academy and CERT. He then stated that there were some issues in the City with some people saying that in certain areas of the City it was too difficult to vote, and that there were some issues with machines. He asked Ms. Langley what she feels is the role of the Election Commission in dealing with those types of issues with the City Clerk. Ms. Langley stated that there are many specific laws for what you can and can't do. She stated that there are five main items that the Board is supposed to do, like oversee the equipment, and that they work under the City Clerk, Clerk Hanson. Regarding precinct issues, she reiterated that there are specific state rules that have to be followed, and that they would have to investigate to figure out what you're going to do.

#### **4. Cynthia Churches- Election Commission**

Ms. Churches explained that she is a retired CPA who has lived in Novi for 16 years, and has worked as a poll worker for Novi. She said she was very impressed with the poll workers, that there was a lot of integrity. She said she worked with Clerk's Office and was impressed with their professionalism and their dedication to the polls, and to be non-partisan and people have confidence in the system. Ms. Churches continued that she recently worked on the recount and felt that Oakland County was a phenomenal team and were completely non-partisan. She would like to serve on the Election Commission to help the City Clerk because it's so important for people to trust the system. She said that if you just do the job and create a system where people feel safe, and they can vote, that's her goal and why she wants to serve on the Election Commission.

Member Burke thanked Ms. Churches for coming forward, and asked her how long she has been a poll worker, and what she would like to see changed at the polls. Ms. Churches responded that she has been a poll worker for six years, and that there are things that could be improved, but that they are limited by laws and the purview of what the Clerk's Office decides. Ms. Churches said that it might be helpful to have more than one poll book, but that would have to be investigated. She feels that it is important not change suddenly, to protect the integrity of the system.

Member Casey thanked Ms. Churches for stepping forward, and stated she did not have any questions at this time. She again thanked Ms. Churches for coming forward and for her passion. Ms. Churches stated that Elections engender that kind of passion, and that our team does a good job.

Member Wrobel asked Ms. Churches as a poll worker, what the most frustrating part of Election Day was. Ms. Churches replied that the most frustrating thing was low voter turn-out. She wishes people would participate in the process.

#### **5. Kim Nice- Historical Commission**

Ms. Nice stated that she has been a Novi resident for eight and a half years, has been volunteering for the Historical Commission since last April and is now in a position to join the commission. Ms. Nice continued that she has enjoyed the commission, especially working with Kathy Crawford. Ms. Nice was a 2015 Novi Ambassador and 2017 CERT applicant, along with her husband. Ms. Nice said that she previously lived in Novi from 1987 to 1994, and was happy to move back, and hopes to retire here. Ms. Nice stated

that she is a leader in her subdivision, which was also awarded a gateway project grant. She wants to join the commission to help the City and teach younger people about the history of Novi. She feels that people think of Novi as a new city, but that there's really a lot of rich history to be found.

Member Burke said that he applauds all of the volunteering Ms. Nice has done, and asked her what put her over the edge to join the commission versus remaining a volunteer. Ms. Nice stated that through working with the Commission on the Pavilion project at Walled Lake, trying to capture some of the history, she was able to network with others to learn a lot of interesting history. Ms. Nice mentioned that she has heard many different opinions on how Novi got its name, and that she's curious about the true story.

Member Casey thanked Ms. Nice for stepping forward, and asked what she felt the Historical Commission needs to do to increase participation. Ms. Nice said she would like to work with the schools, from elementary to high school. She feels that if the commission can attract more kids, their parents will follow and want to get involved. Ms. Nice stated that she currently works on her subdivision's newsletter, and thinks reaching that those newsletters would be a great way to get the word out about events, as would *Engage!* and the Library showcase. Ms. Nice said that she would like to expand the display and programs at Fox Run to other senior living complexes, because it seems like seniors have a lot of interest. Ms. Nice stated that she would like to reach out to different groups as well, such as community colleges.

Member Wrobel said that he hoped Ms. Nice enjoyed the Ambassador Academy. Ms. Nice responded that she did, and helped form an alumni group for graduates to keep in touch and work on what else they can do for the City. Member Wrobel stated that her references are impressive, and asked Ms. Nice what project she would like to see that is not currently being done. Ms. Nice stated that she would be very interested in working towards a small museum, that she would like to find some property and fundraise to build it. She feels it would add a lot of value.

#### **6. Katherine Dooley- Housing and Community Development Advisory Board**

Ms. Dooley stated that she has been a resident since 2009, but has worked in/with the City of Novi in some capacity since 2003. She said that she recently had a conversation with Julie Farkas who got her involved with the Novi Rotary. She and Julie discussed how she could get more involved. Ms. Dooley stated that her area of expertise is to come up with visions of projects, and execute it out through talent acquisition, or figuring out new processes for herself. She is very motivated by helping others. She continued that there was an opening on the Housing and Community Development Advisory Board, but that she would be honored to serve in any way because she loves the community so much.

Member Casey thanked Ms. Dooley for stepping forward, and stated that she loved to see the energy. Member Casey then asked Ms. Dooley what she feels could be done for marketing and promoting the Commission. Ms. Dooley responded that first she must learn more about the Housing and Community Development Advisory Board. Ms. Dooley stated that she is great at communicating, and thinks the Board could be more

involved with social media, have more public outreach, greater transparency with Council, get belly-to-belly with people in the City, using the tools they have available, as well as grass-roots techniques.

Member Burke thanked Ms. Dooley for coming in and remarked that all of his questions had been answered. He stated that she had good references and a desire to help the City.

Member Wrobel stated he was glad that Ms. Farkas twisted her arm to volunteer. He asked Ms. Dooley what she felt her strongest skill was. Ms. Dooley said that she is a very positive, optimistic person with a lot of energy, feels strongly about good communication, and team work. She said it is in her wheelhouse to motivate and engage others.

#### **7. Stephen Winterbottom- Historical Commission**

Mr. Winterbottom stated that he has lived in Novi for four years, and previously worked with Kim Nice on the Historical Commission, and has spoken with Kathy Crawford about joining the commission.

Member Burke asked Mr. Winterbottom what intrigued him about the Historical Commission in particular. Mr. Winterbottom said that he moved to the States on September 11, 2001 from Coventry, England which is steeped in history. He became a U.S. Citizen in 2009. He continued that he has always been intrigued with history, especially Police and Fire Department history.

Member Casey thanked Mr. Winterbottom for coming out, and asked what skill he would bring to the Historical Commission from his engineering background. Mr. Winterbottom stated that he is very detail-oriented, that he likes to treasure hunt and dig deep to find answers, which is part of his engineering mind. Member Casey stated that we really need someone help us retrieve lost history.

Member Wrobel suggested that Mr. Winterbottom speak with Lee BeGole, the father of the Novi Police and Fire Departments, then asked Mr. Winterbottom what made him relocate to Novi. Mr. Winterbottom explained that when he first came to the states, he lived in Rochester and Utica, but his friends all lived in Novi. He liked the city, so he decided to move closer to his friends.

#### **8. James Schmehl- Historical Commission**

Mr. Schmehl thanked the Committee members for their time, and explained that he moved to Novi from Canton last November, and as of three weeks ago, they welcomed their firstborn. He said that they're excited about starting their adventure in Novi, and that he's currently employed as a director of digital marketing for a law firm, and his wife is a physician based in Plymouth. He was a Novi Ambassador applicant last year, and is also a member of his subdivision's HOA. He stated that he has an interest in local artifacts and landmarks. In researching the Boards and Commissions, it was apparent to him that the Historical Commission was seeking upgrades to their website, social media engagement, and content. With his background in content management and web design, he thought it would be the best fit.



Member Casey thanked Mr. Schmehl for coming out, and congratulated him on the birth of his first child. She then asked Mr. Schmehl how he would get the word out about the Historical Commission, given his background. Mr. Schmehl said that he feels there is a disconnect with young residents and the Historical Commission, and that the City does a great job with social media, but could use some help with content, and that he would expand on that by using Facebook Live, or a new app similar to Pokémon GO to draw crowds and promote events.

Member Burke stated that Mr. Schmehl is a Detroit guy and welcomed him to Novi. Member Burke asked Mr. Schmehl if he had graduated from the Ambassador Academy, and Mr. Schmehl explained that he was accepted, but had to withdraw due to his wife's pregnancy complications. He hopes to join next year. Member Burke said that all of his questions had already been answered.

Member Wrobel thanked Mr. Schmehl for stepping out, and asked why he moved to Novi. Mr. Schmehl responded that his wife's residency was in Ann Arbor, and his parents live in Troy, so Novi is a good halfway point. He said that he appreciates how diverse Novi is, that its economy is booming, and that it's a great place to raise their child.

#### **9. Mark Wasserman- Housing and Community Development Advisory Board**

Mr. Wasserman was absent.

Member Wrobel thanked the applicants again for coming out this evening, and explained the meeting was held a little later in the evening due to Youth Council interviews which were held before the Boards & Commissions meeting. He said that he hoped to be able to find spots on commissions for everyone, and that is important to have volunteers because that's what makes the City great. Member Casey again thanked the applicants for coming out, and explained that appointments would be made at the December 19<sup>th</sup> Council meeting, and that applicants would be notified by City staff. Member Burke also thanked everyone for coming out, saying that it means a lot because it takes a village.

The meeting was adjourned at 8:50 p.m.

Recorded by: Dawn Spaulding  
Deputy City Clerk

**BALLOT**  
**APPOINTMENTS BY MAYOR**  
**December 19, 2016**

**Planning Commission**

1 partial term – Term expires 06/30/2019

- Mark Evenson
- John Avdoulos
- Mark Garrison
- Brandon Stewart
- Chester Roaden
- Thomas Nafso
- Kelly Breen
- Lisa Hill

**BALLOT**  
**APPOINTMENTS BY CITY COUNCIL**  
**March 14, 2016**

\* Minimum 4 votes required for appointment to Board or Commission

**Beautification Commission**

1 partial term - Term expires 03/01/2017  
1 partial term - Term expires 03/01/2018  
3 partial terms - Terms expire 03/01/2019

- Yunbo Nie
- Ending 2017    Ending 2018    Ending 2019
- Carolyn Upton
- Ending 2017    Ending 2018    Ending 2019

**Board of Review**

1 full term  
Term expires 01/01/2020

- Mark Evenson
- Brandon Stewart
- Kelly Breen

**Election Commission**

1 full term  
Term expires 01/01/2020

- Pamela Superfisky (*seeking reappointment*)
- Carmela Langley
- Cynthia Churches
- Kelly Breen

**Historical Commission**

1 full term  
Term expires 01/01/2020

- Kim Nice
- Stephen Winterbottom
- James Schmehl

**Housing & Community  
Development Authority**

2 full terms – 01/01/2020  
1 partial term – 01/01/2019

- Keith Mixer (*seeking reappointment*)  
 Full Term                       Partial Term
- Katherine Dooley  
 Full Term                       Partial Term
- Mark Garrison  
 Full Term                       Partial Term
- Chester Roaden  
 Full Term                       Partial Term
- Kelly Breen  
 Full Term                       Partial Term

**Zoning Board of Appeals**

2 full terms – Term expires 01/01/2020  
1 full term (alternate) – Term expires 01/01/2020

- Mark Garrison  
 Full Term                       Alternate
- Brandon Stewart  
 Full Term                       Alternate
- Chester Roaden  
 Full Term                       Alternate
- Thomas Nafso  
 Full Term                       Alternate

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**Council Member Signature**