

AGENDA

WALLED LAKE LAKE IMPROVEMENT BOARD MEETING

**December 11, 2013
4:00 PM**

**Novi Civic Center
45175 W. Ten Mile Road**

- I. Call Meeting to Order
- II. Roll Call
- III. Public Comment
- IV. Approval of Minutes of September 24, 2013 meeting
- V. Treasurer's Report
- VI. Discussion of Lake Board 2013 Budget
- VII. Public Comment
- VIII. Other Business
- IX. Next Meeting
- X. Adjournment

Please visit www.cityofnovi.org/lakeboard for additional information

WALLED LAKE
LAKE IMPROVEMENT BOARD MEETING MINUTES
September 24, 2013

The meeting of the Lake Improvement Board for Walled Lake was held at the Novi Civic Center at 45175 W. 10 Mile Road on September 24, 2013. The meeting was called to order by Dave Galloway, Chairman, at 4:01 p.m.

Present: Casey Ambrose, City of Walled Lake
Brian Coburn, Secretary-Treasurer, City of Novi
Kathy Crawford, Oakland County Board of Commissioners Representative
Dave Galloway, Chairman and Riparian Representative
Karen Warren, Oakland County Water Resource Commissioner's Office

Also

Present: Mark Roberts (Attorney, Secret Wardle),

Chairman Galloway opened the meeting and then asked for Public Comment. There was no member of the public that spoke.

Moved by Coburn, Supported by Warren; CARRIED UNANIMOUSLY: To approve the Minutes of November 13, 2012 meeting.

Secretary-Treasurer Coburn presented the Treasurer's Reports for the fourth quarter of 2012 and first and second quarters of 2013. The balance on hand as of June 30, 2013 is \$96,980.85. He also included the approved 2013 budget for the benefit of the new board members.

Moved by Coburn, Supported by Warren; CARRIED UNANIMOUSLY: To accept the Treasurer's Reports as presented.

Secretary-Treasurer Coburn stated that the City is required to review and certify the delinquent assessments as required by the statute. He presented the delinquent assessments that were provided by the Treasurer of each City along with a copy of Resolution 3.

Moved by Coburn, Supported by Crawford; CARRIED UNANIMOUSLY: To certify the delinquent amounts, plus interest, to the City Assessor for each City for presentation to each City Council for placement on the winter tax roll for collection.

Galloway gave a brief history and background of the Lake Board progress for the new members. He showed the board the initial weed study from the engineering report as the starting point before the Lake Board began working to control the lake. He compared it to the most recent weed survey from 2012 to show that progress that has been made. Galloway explained that the Board has used a balanced approach between herbicide and harvesting to avoid some of the negative impacts that other lake boards had experienced, such as fish die off. Galloway explained that the natural vegetation is coming back now that the invasive milfoil has been addressed. Galloway

noted that harvesting may be necessary next year in the boat traffic areas to control some of the native plants. He also stated that there are still some areas that need to be addressed using an on-going management plan.

Galloway shared some additional information that he received from Michigan Lakes and Streams to show that there are some additional invasive weeds that the public should look for in the lake.

There was a discussion about what items should be included in the budget for 2014. Coburn noted that there is a large balance in the account, but Roberts said that the contingency in the statute is based on the average of the five year and any balance would be addressed at the end of the assessment period. Galloway noted that from his observations on the lake, there would be a mix of herbicide and harvesting proposed for next year.

Galloway stated that he would like another weed survey of the lake along with a new water quality survey, which had not been completed since the original study in 2009.

The Board discussed the contract with Savin. Roberts confirmed that the contract language allows the Board to extend the contract with Savin each year for the duration of the assessment period.

Coburn noted that he would prepare a draft budget for discussion by the Board at the next meeting based on the preliminary discussion at this meeting.

Ambrose shared his observation that the Board has improved since the Lake Board has started.

Chairman Galloway asked for Public Comment. There was no member of the public that spoke.

Coburn shared with the Board that the Resolution passed by the Novi City Council to establish the Lake Board contained a provision requiring a public hearing on the dissolution of the Board at the first available City Council meeting in January 2014.

ADJOURNMENT: There being no further business to come before the Lake Board, the meeting was adjourned at 4:43 p.m.

Brian Coburn, Secretary-Treasurer

**WALLED LAKE IMPROVEMENT BOARD
 QUARTERLY TREASURER'S REPORT
 September 30, 2013**

BALANCE ON HAND: 06/30/13 \$96,980.85

INCOME	<u>Quarter</u>	<u>YTD</u>	<u>Budget</u>	<u>Variance</u>
2012 Assessments (City of Novi)	\$ 1,253.03	\$ 55,491.17	\$ 60,739.37	(\$5,248.20)
2012 Assessments (City of Walled Lake)	\$ -	\$ 36,695.30	\$ 36,695.30	\$ (0.00)
TOTAL INCOME	\$ 1,253.03	\$ 91,725.32	\$97,434.67	(\$5,248.20)
EXPENSES (see detail below)				
Herbicide and Harvesting	\$ 6,489.00	\$ 27,578.25	\$ 73,320.00	\$ 45,741.75
Lake Management Consultant	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
Permit Fee	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -
Administrative & Legal	\$ 291.50	\$ 291.50	\$ 3,000.00	\$ 2,708.50
TOTAL EXPENSES	\$ 6,780.50	\$ 29,369.75	\$ 82,820.00	\$ 53,450.25

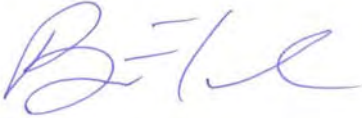
BALANCE ON HAND: 09/30/13 \$91,453.38

Notes

- 1 Novi payment includes assessments paid to date to Novi
- 2 Walled Lake has paid the 2012 assessment in full

EXPENSE DETAIL FOR Q3-2013

<u>Description</u>	<u>Invoice No.</u>	<u>Vendor</u>	<u>Amount</u>
Herbicide Treatment	2580	Savin Lake Services	\$ 6,489.00
Legal Fees	1240384	Secrest Wardle	\$ 52.00
Legal Fees	1242998	Secrest Wardle	\$ 234.00
Court Document research Jenny Park		Oakland County	\$ 5.50


 Submitted by _____
 Brian Coburn, Secretary/Treasurer
 Walled Lake Improvement Board

**WALLED LAKE IMPROVEMENT BOARD
 QUARTERLY TREASURER'S REPORT
 as of 12/5/13**

BALANCE ON HAND: 09/30/13	\$91,453.38
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INCOME	<u>Quarter</u>	<u>YTD</u>	<u>Budget</u>	<u>Variance</u>	<u>Notes</u>
2012 Assessments (City of Novi)	\$ 345.84	\$ 55,837.01	\$ 60,739.37	(\$4,902.36)	1
2012 Assessments (City of Walled Lake)	\$ -	\$ 36,695.30	\$ 36,695.30	\$ (0.00)	2
TOTAL INCOME	\$ 345.84	\$ 92,071.16	\$97,434.67	(\$4,902.36)	
EXPENSES (see detail below)					
Herbicide and Harvesting	\$ -	\$ 27,578.25	\$ 73,320.00	\$ 45,741.75	
Lake Management Consultant	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	
Permit Fee	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	
Administrative & Legal	\$ 293.60	\$ 585.10	\$ 3,000.00	\$ 2,414.90	
TOTAL EXPENSES	\$ 293.60	\$ 29,663.35	\$ 82,820.00	\$ 53,156.65	

BALANCE ON HAND: 12/05/13	\$91,505.62
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Notes

- 1 Novi payment includes assessments paid to date to Novi
- 2 Walled Lake has paid the 2012 assessment in full

EXPENSE DETAIL FOR Q4-2013

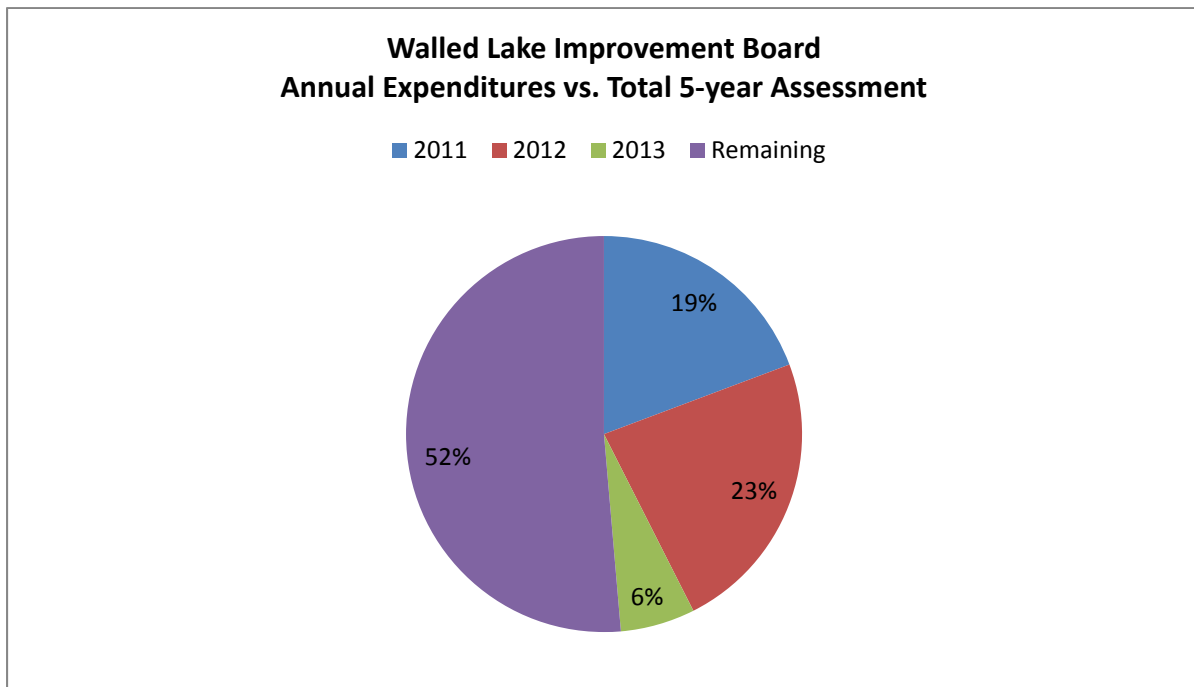
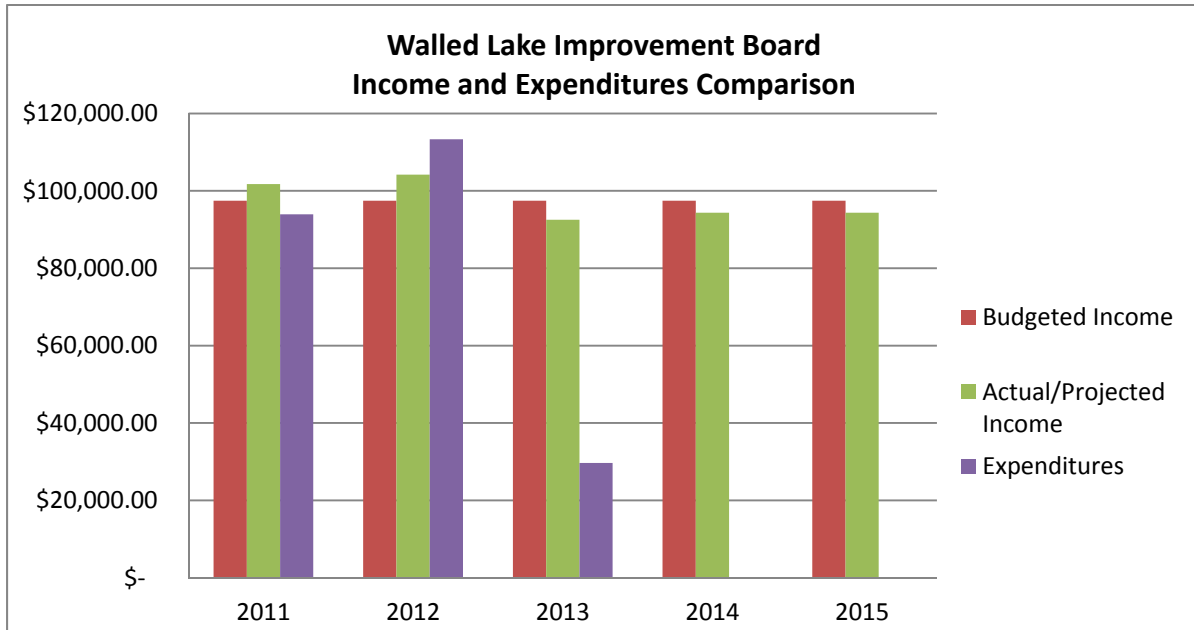
<u>Description</u>	<u>Invoice No.</u>	<u>Vendor</u>	<u>Amount</u>
Legal Fees for October 2013	1244065	Secret Wardle	\$ 293.60

Submitted by _____

Brian Coburn, Secretary/Treasurer
 Walled Lake Improvement Board

Walled Lake Improvement Board Budget Analysis

<u>Year</u>	<u>Budgeted Income</u>	<u>Actual/Projected Income</u>	<u>Expenditures</u>
2011	\$ 97,434.30	\$ 101,733.55	\$ 93,949.65
2012	\$ 97,434.30	\$ 104,192.26	\$ 113,337.38
2013	\$ 97,434.30	\$ 92,532.37	\$ 29,663.35
2014	\$ 97,434.30	\$ 94,356.66	
2015	\$ 97,434.30	\$ 94,356.66	
TOTAL	\$ 487,171.50	\$ 487,171.50	\$ 236,950.38



**WALLED LAKE IMPROVEMENT BOARD
PROPOSED 2014 ANNUAL BUDGET
December 5, 2013**

DRAFT

<i>Description</i>	<i>Annual Budget</i>	<i>Notes</i>
<u>Income</u>		
City of Novi Assessments	\$57,661	Per Budget Analysis
City of Walled Lake Assessments	\$36,695	Per Assessment Roll
Allocation from 2013		
TOTAL INCOME	\$94,356	
 <u>Expenses</u>		
Harvesting and Herbicide Treatments		
Lake Management Consultant	\$5,000	
Permit Fee	\$1,500	2013 Cost
Administrative & Legal	\$3,000	
Contingency (15%)	\$14,153	15% of income
TOTAL EXPENSES	\$23,653	



3088 Hottis Rd. Hale, MI 48739 Hale: 989.728.2200 Clare: 989.386.0600 Fax: 989.516.5900

October 23, 2013

City of Novi
Attn: Mr. Brian Coburn – Engineering Manager
Field Services Complex
26300 Delwal Drive
Novi, MI 48375



Mr. Coburn,

Savin Lake Services Inc. has a sincere interest in remaining your aquatic nuisance weed control partner for Walled Lake. Savin Lake Services is a fully integrated lakes management company offering multiple aquatic nuisance plant control methods. Savin Lakes Services Inc. provides mechanical plant removal (harvesting), aquatic herbicide control, and biological control options for our customers. We also provide lake consulting services, whole lake aeration systems, lake dredging, and decorative fountains. Savin Lake Services Inc. has been servicing Michigan's lakes and ponds for over (16) years. We provide services on over (60) lakes & (150) ponds in Michigan. The lakes that we currently have under contract range in size from 10 acres to 2,500 acres.

Savin Lake Services is a licensed and insured aquatic weed control specialist with offices located in Clare, and Hale, Michigan. We are members of the Tawas Area and West Branch Chambers of Commerce and are an A+ Accredited Member of the Better Business Bureau of Michigan. We are also members of the Michigan Lakes & Streams Association, the Midwest Aquatic Plant Management Society, the Michigan Aquatic Managers Association, and the Aquatic Ecosystem Restoration Foundation.

Savin Lake Services employs technology in our company that is not available with any other aquatic management company in the state of Michigan. Our GPS technology not only controls the application rate of the products that we apply to lakes, but our GPS technology also allows us to ensure that we are neither overlapping or missing areas on your lake. We can also provide you with an application report generated from our GPS system, so that you know exactly where we have applied herbicide products to a lake, for each application that we perform. Savin Lake Services also provides mechanical removal of submerged aquatic vegetation utilizing our own fleet of vegetation harvesters, and our vegetation harvesters are equipped with GPS guidance systems so that we can ensure that we do not miss areas of harvesting on your lake.

We have built our business based on servicing our customers well, and our multiple locations will allow us to respond to any issues or concerns that may arise in Walled Lake within a (2) day timeframe. Our solid reputation speaks for itself. We are known for a high level of quality service, and we have a strong commitment to customer satisfaction.



3088 Hottis Rd. Hale, MI 48739 Hale: 989.728.2200 Clare: 989.386.0600 Fax: 989.516.5900

Savin Lake Services will perform a baseline vegetation survey isolating Eurasian Watermilfoil and native vegetation via our total lake GPS-generated survey system while making 2014 & 2015 management recommendations for the Walled lake Improvement Board as follows:

Cost for the Walled Lake vegetation survey is **\$ 3,500.00** to be completed in May 2014.

Payment Terms: Net 15 days after survey completion.

If this proposal meets your needs, please sign below indicating your acceptance, and return to us at your earliest convenience.

If you have any questions – please feel free to contact us at any time. We hope to continue working with the City of Novi on the Walled Lake weed control project in the future.

Sincerely,

Guy Savin – President
Savin Lake Services Inc.

Mr. Brian Coburn - Engineering Manager
City of Novi

Date

Optional 2014 Water Quality Study: Please consider (for budgetary purposes), a Spring Water Quality Study to be conducted in summer of 2014. This study will consist of a full water quality report containing information regarding:

<input type="checkbox"/> Temperature	<input type="checkbox"/> Conductivity
<input type="checkbox"/> Dissolved Oxygen	<input type="checkbox"/> pH (Surface only)
<input type="checkbox"/> Total Alkalinity	<input type="checkbox"/> Chlorophyll a (Surface only)
<input type="checkbox"/> Total Phosphorus	<input type="checkbox"/> Secchi disk depth
<input type="checkbox"/> Total Nitrate Nitrogen	<input type="checkbox"/>

The cost of the 2014 Spring Water Quality Testing and Reporting would be \$ 1,250.00. This would be a great opportunity to standardize water quality testing methodologies while continuing to monitor the general health of Walled Lake. We can formalize this arrangement in the Spring.

cc: Mr. David Galloway - Walled Lake Improvement Board

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

Other Business:
Recent resolution by the
Novi City Council to delay
the public hearing to sunset
the lake board from the end
of 2013 until the end of
2014.

**RESOLUTION TO AMEND A PUBLIC HEARING DATE REGARDING THE
LAKE IMPROVEMENT BOARD FOR WALLED LAKE**

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 December 2, 2013, at 7:00 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers Gatt, Staudt, Casey, Fischer, Markham, Mutch, Wrobel

ABSENT: None

The following preamble and Resolution were offered by Councilmember Staudt and supported by Councilmember Casey.

WHEREAS ; the City Council approved a resolution to create a lake board for Walled Lake pursuant to Section 30902 of Part 309, for the purpose of controlling the nuisance growth of invasive aquatic plants in Walled Lake on January 12, 2009; and

WHEREAS ; said resolution included a provision that the City of Novi shall hold a public hearing no later than the first available date after January 1, 2014 on the proposed dissolution of the Walled Lake Improvement Board as set forth in MCL §324.30929(a); and

WHEREAS ; the Walled Lake Improvement Board completed the statutory requirements of Part 309 including completion of an engineering study, holding a public hearing to determine the practicability of the project and development and confirmation of a five-year special assessment roll to fund improvements to Walled Lake; and

WHEREAS ; the Walled Lake Improvement Board began making said improvements to Walled Lake in 2011 and has completed three years of a five year program to control the nuisance growth of invasive aquatic plants in Walled Lake.


WHEREAS ; a public hearing in front of the City Council in January 2014 on the proposed dissolution of the Walled Lake Improvement Board would be premature given that two years of assessments and improvements remain to be completed by the Board.

NOW THEREFORE, IT IS THEREFORE RESOLVED that the City of Novi will schedule said public hearing on the proposed dissolution of the Walled Lake Improvement Board as set forth in MCL §324.30929(a) on the first available date after January 1, 2015.

AYES: Gatt, Staudt, Casey, Fischer, Markham, Mutch, Wrobel (7)

NAYS: None (0)

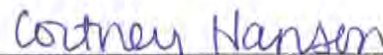
RESOLUTION DECLARED ADOPTED.



Cortney Hanson, Deputy 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 2nd day of December, 2013, 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, Deputy City Clerk
City of Novi