

CITY of NOVI CITY COUNCIL

**Agenda Item B
June 18, 2012**

SUBJECT: Approval of a resolution to create a single definitive Master Street Name list for the City of Novi

SUBMITTING DEPARTMENT: Community Development *CMS*

CITY MANAGER APPROVAL: *[Signature]*

BACKGROUND INFORMATION:

Based on several requests from residents and recommendations from staff, the Community Development Department partnered with staff throughout the City on a project to reconcile all city street names with the various internal Novi record databases (Assessing, Voter Registration, Utility Billing, etc) as well as external sources including Oakland County Assessing and Emergency Response (CLEMIS) systems. The ultimate project goal was to produce one authoritative master street name reference list for the City for use by all parties, both public and private. This listing would be used to synchronize internal, external, and private sector record systems street names over time.

The possibility of service interruption from various providers is highly unlikely as the revisions are made. The changes to street names are minor and the vast majority of the proposed names are currently in use in at least one database.

An update of City internal systems will begin immediately and should be completed well within 12 months. The Master Street Name list will be forwarded to those maintaining other records systems including the USPS, Oakland County and private parties. These entities will update their systems according to their own schedules.

In accordance with Section 31-52 and 31-53 of the Novi City Code, The City Council is the official Street Naming authority for private and public streets, respectively. The Street Naming Committee has reviewed and approved the attached list with only minor modifications from the earlier work group.

RECOMMENDED ACTION:

Approval of a resolution to create a definitive Master Street Name list for the City of Novi

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

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

MEMORANDUM



TO: Clay Pearson, City Manager
Victor Cardenas, Assistant City Manager

FROM: Charles Boulard, Community Development Director
Chris Blough, GIS Manager

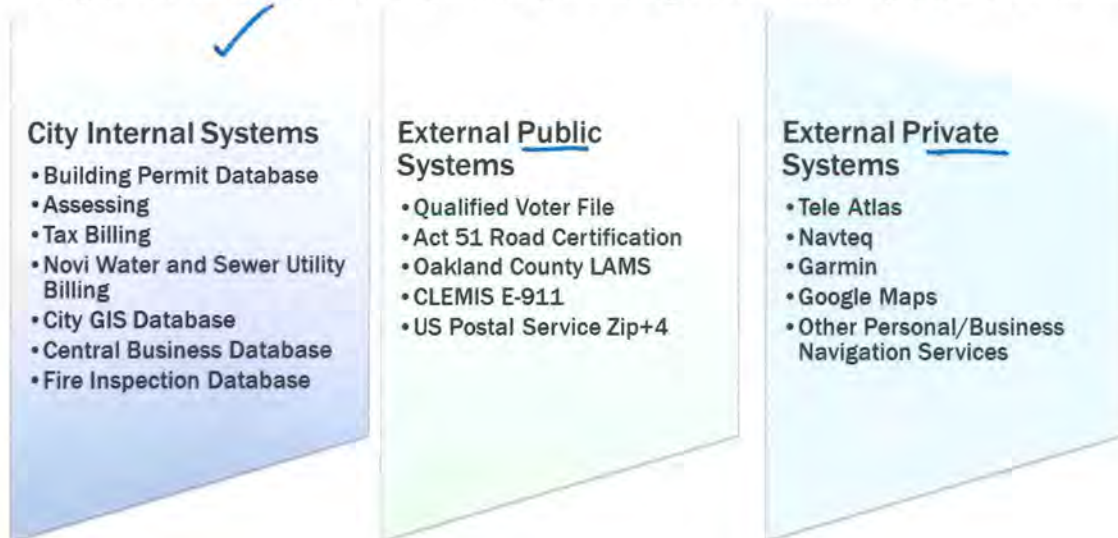
SUBJECT: Street Name Reconciliation

DATE: May 31, 2012

*6/5/12
To: Mayor & City Council Members
The necessary, but not glorious, part of work we do.
[Signature]*

Background:

Based on several requests from residents, recommendations from staff and direction from your office, we have embarked on a project to reconcile all city street names with the various internal Novi record databases as well as external sources including Oakland County Assessing and Emergency Response (CLEMIS) systems. Our project goal was to produce one suggested master street name list for the City. This listing would be used to synchronize internal, external, and private sector record system street names over time as represented below. While the City can update its internal systems immediately, those managed externally by the USPS, Oakland County, and private parties will update their systems according to their own update schedules.



Progress to Date:

* A working group representing Public Safety, Clerks, Utilities, Assessing, Public Services and Community Development has completed comparisons of street names housed within eight databases representing nearly 8,000 records. The recommended changes needed to create a single definitive Master Street Name list were forwarded to the Novi Street Naming Committee for review and approval of a recommendation to administration for consideration by City Council. The Street Naming Committee has reviewed and approved the attached list with minor modifications from the earlier work group. The proposed Novi Master Street Name

list is being forwarded to you for consideration with the hope that the City Manager's Office would put forward the entire proposed Master Street Name list for consideration by the City Council as a single document for the sake of expediency. In accordance with Section 31-52 and 31-53 of the Novi City Code, The City Council is the official Street Naming authority for private and public streets, respectively.



Next Steps:

Should your office agree and the City Council considers and approves the proposed changes as they see appropriate, staff would need to take the following steps to see common implementation:

- City staff throughout the various Departments would embark on the task of updating all internal databases to match the coordinated Master List. These updates would be projected to take place within 3 to 6 months depending on staff availability and work load.
- City staff would forward the Master Street Name List to those maintaining external databases including United States Postal Service, Clemis 911 and Oakland County LAMS.
- City staff would make the necessary changes to the Act 51 Roadway Certification Map prior to the next scheduled cycle for approval and submission to the State of Michigan
- City Staff would make the necessary updates to the Qualified Voter Registration file when new Voter Registration Cards are sent out for the pending redistricting.
- City Street signs would be updated when next scheduled for replacement.
- City staff would forward the updates to the primary external private systems including Tele Atlas, Navteq, Garmin, Google Maps, etc. It is important to note, that
 - a) these entities may or may not update their databases from the information provided, or in a timely manner, or
 - b) Residents and/or customer of these services may never see the updates on their navigation devices without paying for updates with the provider.

Possible consequences:

Clearly one important question is whether or not the residents and businesses in Novi will see a reduction or interruption in service from the various providers, utilities or lengthened response for emergency services, the US Postal Service, etc. as the changes required to reconcile the street names actually occurs. Fortunately, review by the staff indicates that the necessary changes to street names are minor enough that existing services will not be interrupted.

Please let me know if we can provide additional information.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

**RESOLUTION TO APPROVE A MASTER STREET NAME LIST FOR THE CITY OF NOVI AND
CHANGE STREET NAMES AS NEEDED FOR CONSISTANCY**

INCLUDING THE FOLLOWING NAME CHANGES WITHIN THE CITY OF NOVI

- Elizabeth Street on the Chapman Walled Lake Sub and Czenkusch's Addition subdivision plats to Endwell Street
- Elmwood Drive on the Idlemere Park subdivision plat to Eubank Street
- Sheraton Drive to South Karevich Drive
- Karevich Drive to North Karevich Drive
- Maplewood Drive on the Idlemere Park subdivision plat to Maudlin Street
- Maria Court in the Morgan Creek Estates Condominium to Morgan Creek Court
- North Boulevard on the Lake Wall Subdivision plat to North Haven Drive
- Oakwood Drive on the Idlemere Park subdivision plat to Owenton Street
- Parkwood Avenue North and Parkwood Avenue in the Howells Walled Lake and Cenaqua Shore subdivisions respectively to Paramount Street
- All other minor prefix and/or suffix changes noted in the proposed Master Street Name List

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 _____, _____, at ____ 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, City staff have been working to reconcile names of all streets within the City of Novi to provide consistency for records and databases within the City as well as with outside and third party and

WHEREAS, A single, common, authoritative source for street names assures that both public and private parties will receive consistent and efficient service delivery including E-911 and Emergency Services dispatch and

WHEREAS, the City's Project and Street Naming Committee met to review and discuss this matter and recommended the adoption of the attaché Master Street Name List with the name changes referenced above where street names substantially differ from original plats and Condominium Master Deeds and

WHEREAS, Chapter 31, Article V of the City Code allows public and private street names to be changed by resolution of the City Council following review and approval by the City's Street Naming Committee.

NOW THEREFORE, IT IS THEREFORE RESOLVED by the Novi City Council that the street names listed previously be renamed and minor name changes included in the attached Master Street Name list be approved as the authoritative source of street names for the City of Novi.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Maryanne Cornelius, 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 ____ day of _____, 2011, 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.

Maryanne Cornelius, City Clerk
City of Novi

