



City of Novi - Project Status Overview

Status Summary

Novi City Council Weekly Update #1

As of:

1/23/2022

Overall
Status

In progress

PMR Previous Activities (October 2024 – January 2025)

Updates provided to City Council and Committees

- November 20, 2024 Memorandum
- Finance and Administration Committee (12/17/24)
- City Council Special Meeting (1/21/25)

Review of City Due Diligence

- Redstone Reports, Internal Public Safety Needs Assessments, Millage History, etc.
- All information accessible via Sharepoint website

Facility Conditions Assessment :

- In progress. Added to scope in November 2024 and Initial findings presented to City Council on 1/21/25
- Final report expected in April 2025.

Site Selection:

- PMR continuing to monitor sites within 1-2 miles of Fire Station #2 (2+acres)

Upcoming Activities

Refine Cost Estimates (PMR – Due Date March 2025)

- Importing site data into budget, along with reviewing cost estimates for road construction and demolition. Further feedback and validation required.
- Start Site Due Diligence
- Start Draft Budget Report

Develop Informational Campaign (PMR/City – Strategic Plan due early February)

- In collaboration with the City, craft the narrative for voters justifying the need for new public safety facilities. Discuss current state of facilities, why renovation is not an option, millage history, and financial impact to residents
- With City input, PMR to assist in facilitating committee sessions to explain the planning work completed to date; explain the goals and objectives of the ballot proposal; discuss relevant financial, demographic, regional and other pertinent City data; and assist the committee in developing a recommendation to Council
- Facilitate community town halls; strategic newspaper articles; social media placement

Areas for Discussion

PMR Meeting with City Administration – 1/27/25

Status of PMR Contract (awaiting City signatures)

Site Due Diligence Checklist:

- PMR requesting specific site information for proposed sites from City (Environmental reports; Geotechnical; Utilities; Legal Descriptions)
- Information that is not in the City's possession will need to be procured

Fire Station #2 Site:

- Review current parcel on market for sale with City within 1 mile

Marketing Discussion:

- Coordinate meeting with PMR Marketing and Sheryl-Walsh Molloy to begin crafting Public Safety Marketing Strategic Plan, consisting of narrative ("The Why"), appropriate channels for distribution of information, and timeline.

Upcoming Administration Meetings: 2/10/25 & 2/24/25