

Meeting Agenda and Minutes

CLIENT:	City of Novi		
PROJECT:	Public Safety Program		
SUBJECT:	Owner's Meeting #8		
DATE & TIME:	6/1/26 @11am		
LOCATION:	Virtual		
ATTENDEES:	Victor Cardenas	City of Novi	City Manager
	Police Chief Erick Zinser	Novi Public Safety	Public Safety Director
	Chief John Martin	Novi Fire Department	Fire Chief
	Robert Petty	City of Novi	CIO
	Charles Boulard	City of Novi	Community Dev.
	Jeff Herczeg	City of Novi	DPW
	Greg VanKirk	PMR	Partner
	Brian Weber	PMR	Senior Vice President
	Todd Fenton	PMR	Vice President

1. Open House – Public Comments

PMR acknowledged receipt of Damon Parnell's comments from the Open House. Chief Zinser stated that no additional comments have been received.

2. Finance and Administration Meeting (6/1 – 1 hour) (PMR)

- a. PSB Options to be covered and item closed
- b. FS 2 and FS 3 Schematic Design (within 10% of budget)

T. Fenton and B. Weber displayed the deck that PMR will present at the FAC meeting. GVK wanted to clarify the design schedule pertained to FS 2 and 3 only. VC recommended PMR cover why the FAC is meeting as the first item.

TF relayed that SD is not within 10% of project budget, but that HED and Christman were confident alterations to the design will be made to get within 10% without sacrificing the building's operational layout at this time. TF discussed a call PMR had with HED and Christman on 5/29 reiterating the importance of designing within budget. Both firms will relay the same at the FAC meeting.

CB stated that the approval process with EGLE should be on track to correspond with FS project timeline.

3. June 8 City Council Meeting

a. FS 2 and FS 3 Schematic Design

City Council presentation still on track for June 8.

4. Commissioning / Building Envelope Update (B. Weber)

PMR to provide recommendation for JMK Engineering week of 6/1 for approval on consent agenda at next available council meeting.

5. Material Testing (B. Weber)

a. Confirm procurement method (unit pricing from 3 firms?)

Herczeg confirmed unit pricing quotes will suffice, and requested further conversation with BW following the meeting.

6. Dashboard Feedback (V. Cardenas)

BW asked for clarification of Road Project phasing. VC confirmed 11 Mile to Grand River Ave is the 3rd phase of the Road Project and to acknowledge on the dashboard.

7. Open Items

As a next step, PMR will request from HED when it believes the next FAC meeting will need to be scheduled to review PSB SD.

8. Next Owner's Meeting – July 13, 2026