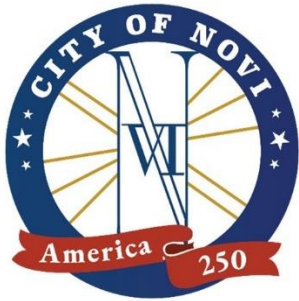


MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: JEFF MUCK, PRCS DIRECTOR
KIT KIESER, OAS MANAGER
SANDY FISHER, SOCIAL SERVICES COORDINATOR
SUBJECT: 2026 MEMORIAL DAY ACTIVITIES
DATE: JUNE 25, 2026

Each year, the Memorial Day Parade brings together personnel from across the organization. Parks and Municipal Grounds, the Department of Public Works, Police and Fire, Emergency Management, and Community Relations all contribute, and the entire Parks, Recreation, and Cultural Services team is present on site for the event.

The day began with the fourteenth annual Memorial Day Run. There were 357 runners registered for the 5K and 1-mile fun run, which was staffed by full-time and part-time PRCS employees along with roughly 15 volunteers.

While the run was underway, a City of Novi driver chauffeured members of VFW Post 1519 in the 14-passenger van to Oakland Hills Memorial Gardens and Novi Cemetery to conduct remembrance ceremonies. Afterward, city staff welcomed veterans, elected officials, and Meadowbrook Commons residents to a continental breakfast at Meadowbrook Activity Center.

The parade stepped off at 10:00am from Meadowbrook Commons and finished at the Novi Civic Center. We received 31 entries to the parade, which is fairly consistent with previous years (35 in 2025; 26 in 2024). Mayor Fischer, five Novi City Council members, State Representative Kelly Breen, City of Novi first responders, and DPW staff were all included in the line of march.

Approximately 15 local veterans joined the procession this year, compared with 20 in 2025 and 17 in 2024, either on foot or aboard the veterans' float.



Following the event, staff from PRCS, DPW, and Public Safety held a debrief and noted the success of recommendations from last year and few additional items from this year's parade.

- Physical barriers and additional CERT members were deployed to support the Police Department with crowd control near the Civic Center, which proved effective in that location.



- Additional signage, barriers, and cones were added at staging and drop-off zones, particularly at Holy Family. DPW was integral to this effort, creating new signage and assisting with the positioning of very heavy items. These efforts increased safety for staff, volunteers, and participants in these areas.
- The Novi Marching Band paused for a water break just short of the train tracks on 10 Mile Road. This produced an approximately fifteen-minute backup. Staff will request that, if a break is necessary, it is minimized in duration.



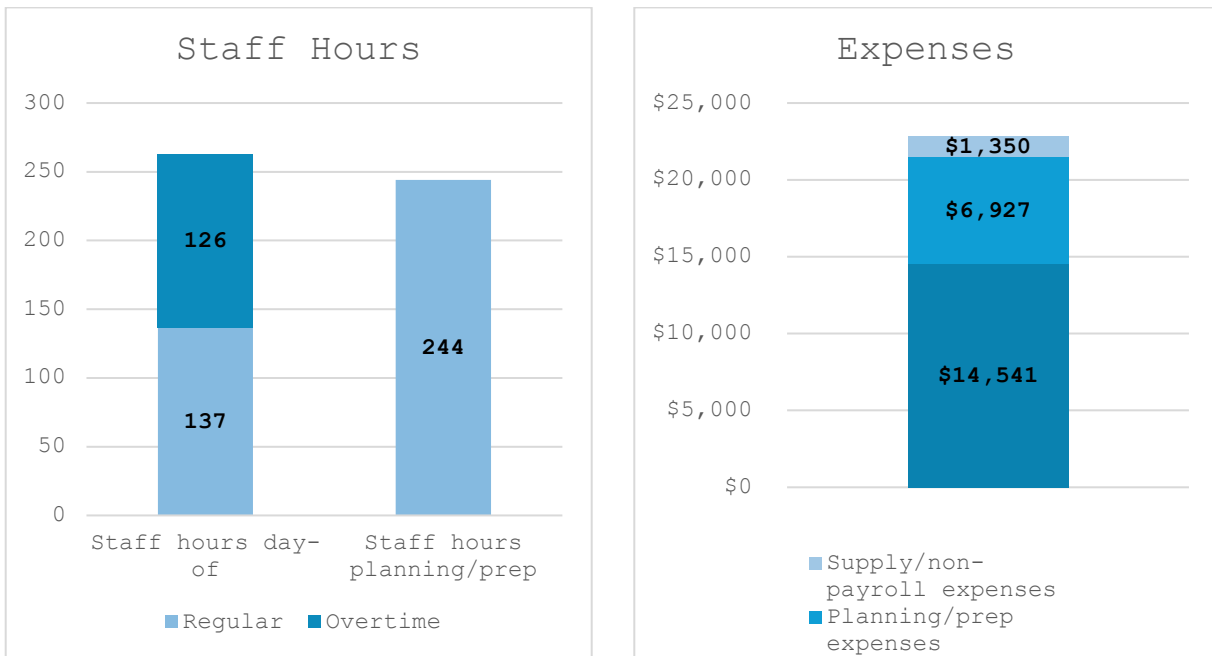
- A separate gap opened mid-parade near the Novi Road intersection, between two community groups. Disruptions of this kind have not been observed in recent years. Staff will address them by instructing marchers to stay tight to the group ahead of them.



Delivering the 2026 Parade and Run drew on 51 staff members across PRCS, DPW, and Public Safety, supported on the day by 18 CERT volunteers, for 63 people on site in total. Public Safety staff participating in the parade's line of march are not included in these numbers.

Staff logged approximately 263 hours during event operations and 244 hours in advance preparation, for 507 staff hours in total, of which 126 were overtime. CERT volunteers contributed an additional 110 hours at no cost to the City.

Staffing costs for preparation and day-of support came to approximately \$21,468, and supply and non-payroll expenses added \$1,350, for an estimated total of \$22,818. No revenue offsets these costs; each participating department absorbs its share of staffing and supplies within its existing budget.



The current format, location, and route has produced a reliable operating workflow. Planned adjustments for the future center on continuing to tighten spectator and participant safety, improving staging logistics, and reinforcing pacing instructions to marchers.

One area was identified this year where additional measures could improve safety. Along the route, spectators continue to step into the street near vehicles in the line of march. The City's barrier inventory was fully deployed for this year's event, so further improvements depend on funding to acquire additional barriers. Staff recommend this allocation if enhanced safety coverage is a priority for future events.