



CITY OF NOVI
Administrative ePacket
July 13, 2023

Public Safety (Police/Fire)

[Public Safety Year-to-Date Summary - Zinser](#)

Infrastructure (Roads/Water/Sewer)

Economic Development (City Revenue/Job Growth)

Citizen-Focused Government (Shared Services/Customer Services)

[Studio No. VI Update and Potential Expansion - Walsh](#)

Natural Areas & Features and Community Character (Community that Preserves)

Fiscally Responsible Government (Maintain)

Parks, Recreation & Cultural Services (Enhance Services)

Capital Improvement Program

City Council Only or Confidential

Novi Public Safety

Police and Fire Departments 2023 v. 2022 Year-to-Date Statistics
January - June

July 2023

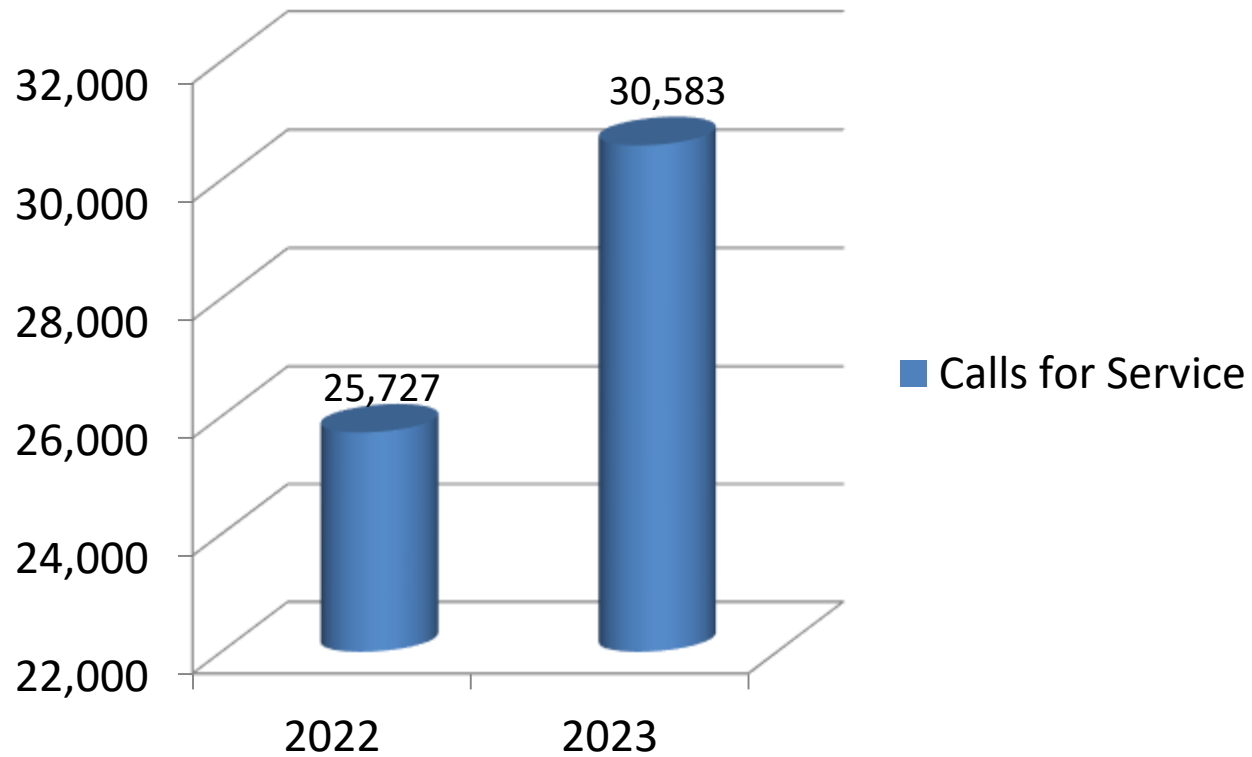


Part A Crime

Description	2023	2022	% Change	Arrests/ EXC	% Cleared	23 YTD	22 YTD	% Change	Arrests/ EXC 23 YTD	% Cleared 23 YTD	Arrests/ EXC 23 YTD	Arrests/ EXC 22 YTD	% Change
Murder	0	0	No Change	0	No Change	0	0	No Change	0	No Change	0	0	No Change
Negligent Homicide	0	1	-100.00%	0	No Change	1	1	0.00%	0	N/C	0	0	No Change
Kidnapping/Abduction (Parental)	0	0	No Change	0	No Change	0	0	No Change	0	No Change	0	0	No Change
Crim. Sexual Conduct	2	1	100.00%	1	50.00%	7	9	-22.22%	3	42.86%	3	6	-50.00%
Robbery	0	0	No Change	0	No Change	0	4	-100.00%	0	No Change	0	4	-100.00%
Assault (Aggravated)	1	4	-75.00%	0	0.00%	17	16	6.25%	15	88.24%	15	13	15.38%
Assault (Non-Aggravated)	21	32	-34.38%	11	52.38%	125	140	-10.71%	114	91.20%	114	127	-10.24%
Threats/Stalking	5	3	66.67%	0	0.00%	18	12	50.00%	6	33.33%	6	8	-25.00%
Arson	0	0	No Change	0	No Change	0	0	No Change	0	No Change	0	0	No Change
Extortion	0	0	No Change	0	No Change	0	0	No Change	0	No Change	0	0	No Change
Burglary	5	2	150.00%	1	20.00%	11	10	10.00%	3	27.27%	3	3	0.00%
Larceny	38	19	100.00%	4	10.53%	134	95	41.05%	16	11.94%	16	20	-20.00%
Motor Vehicle Theft	4	4	0.00%	0	0.00%	29	20	45.00%	4	13.79%	4	4	0.00%
Forgery/Counterfeiting	2	2	0.00%	1	50.00%	5	5	0.00%	2	40.00%	2	4	-50.00%
Fraud	19	16	18.75%	0	0.00%	67	50	34.00%	5	7.46%	5	10	-50.00%
Retail Fraud	21	18	16.67%	18	85.71%	116	97	19.59%	77	66.38%	77	60	28.33%
Embezzlement	3	0	N/C	3	100.00%	10	8	25.00%	6	60.00%	6	8	-25.00%
R&C Stolen Property	0	0	No Change	0	No Change	1	0	N/C	1	100.00%	1	0	N/C
Vandalism	7	13	-46.15%	1	14.29%	31	38	-18.42%	7	22.58%	7	12	-41.67%
Narcotics	7	2	250.00%	7	100.00%	17	4	325.00%	15	88.24%	15	2	650.00%
Obscenity	1	0	N/C	0	0.00%	1	1	0.00%	0	0.00%	0	1	-100.00%
Prostitution & Vice	0	0	No Change	0	No Change	0	1	-100.00%	0	No Change	0	1	-100.00%
Weapons	0	5	-100.00%	0	No Change	14	10	40.00%	14	100.00%	14	9	55.56%
Animal Cruelty	0	0	No Change	0	No Change	0	0	No Change	0	No Change	0	0	No Change
Total Part A Incidents	136	122	11.48%	47	34.54%	604	521	15.93%	288	47.68%	288	292	-1.37%



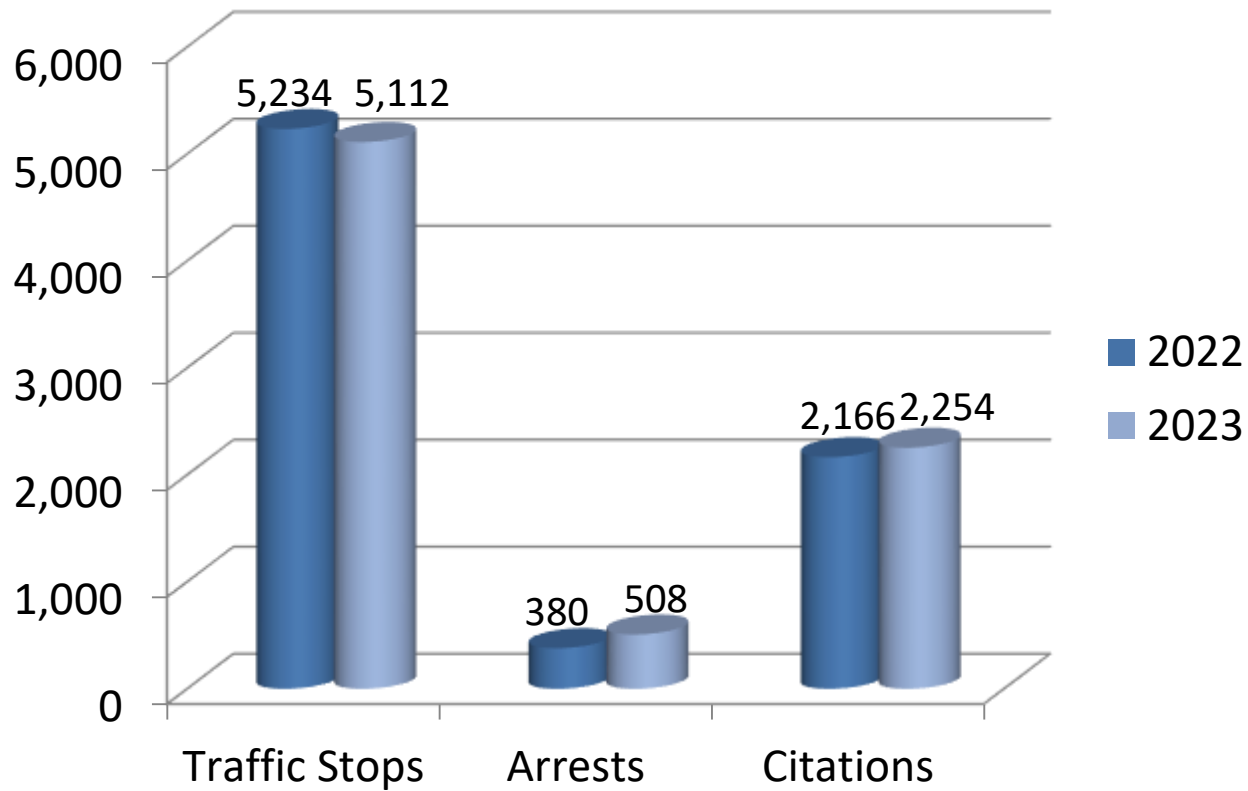
Police Total Calls for Service*



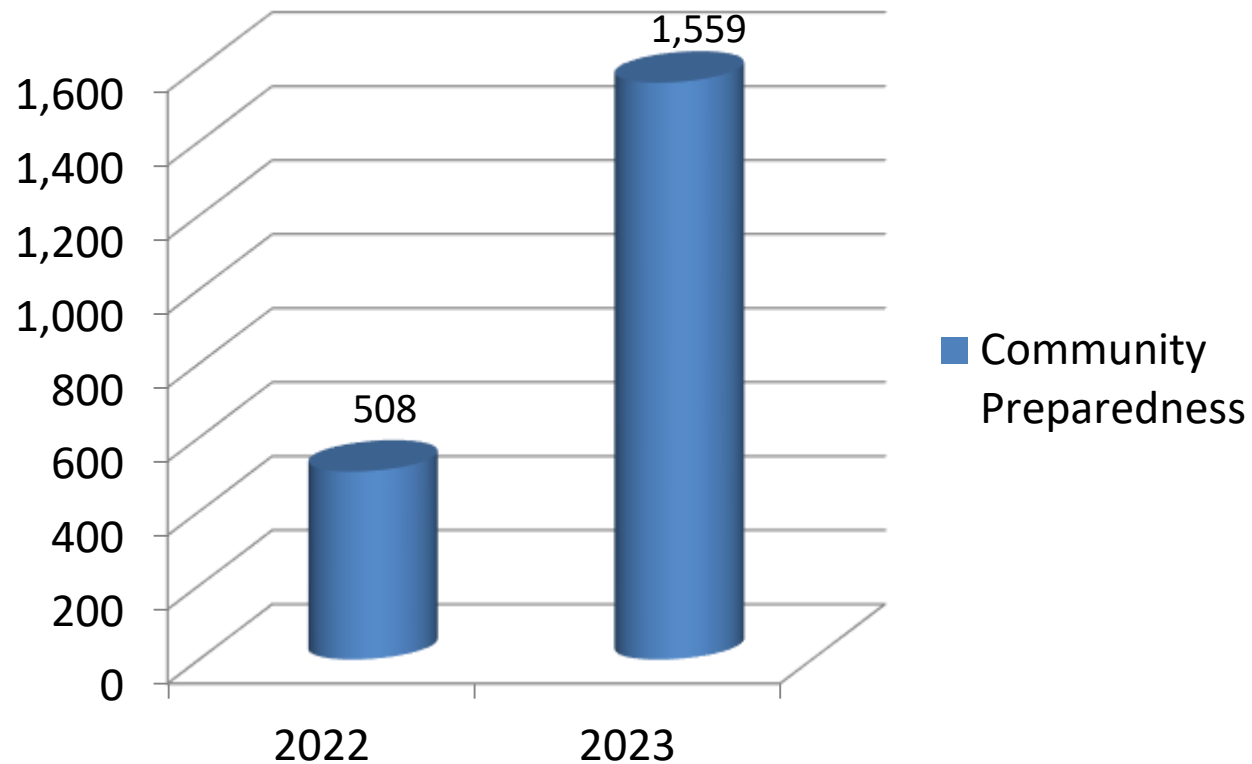
*includes all traffic stops, self initiated activity, routine and priority calls for service, etc.



Officer Productivity



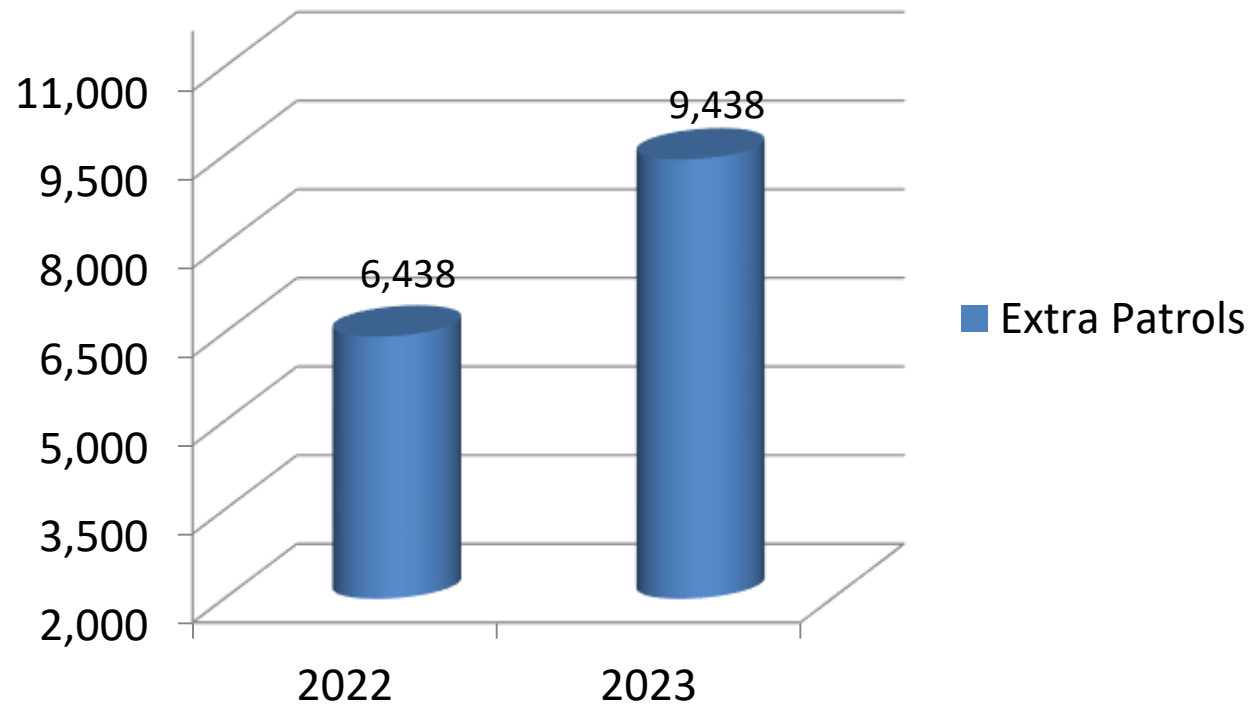
Community Preparedness Numbers* – Self Initiated



*Extra patrols at critical infrastructure (ie. ITC Transmission, US Energy Distribution, Ascension Providence Park Hospital, Water Treatment Facility, etc.) within the city.



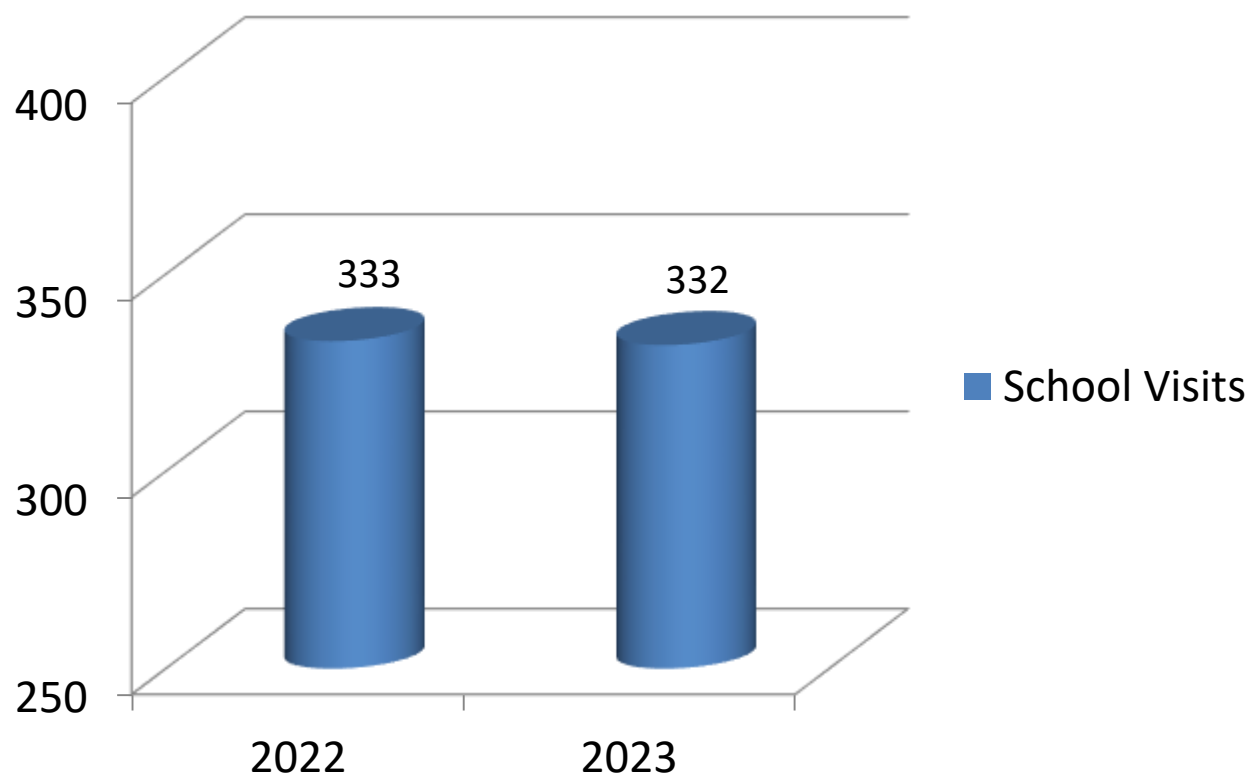
Extra Patrol Numbers* – Self Initiated



*Officers providing additional patrols at various locations above and beyond routine patrol.



School Visit Numbers* – Self Initiated



*Additional patrols at area schools where officers typically walk inside.



Fire Priority Calls for Service January - June 2023 v. 2022

INCIDENT ACTIVITY REPORT				
Summary Comparison January 1 - June 30				
Priority Calls for Service				
Incident Type	2023	2022	Difference	% Change
Fires	47	41	6	15%
EMS	2660	2340	320	14%
Hazardous Condition	116	61	55	90%
Service Call (Unauthorized Burn)	55	70	-15	-21%
Good Intent	67	67	0	0%
False Calls	138	141	-3	-2%
Other	4	7	-3	-43%
TOTAL:	3087	2727	360	13%

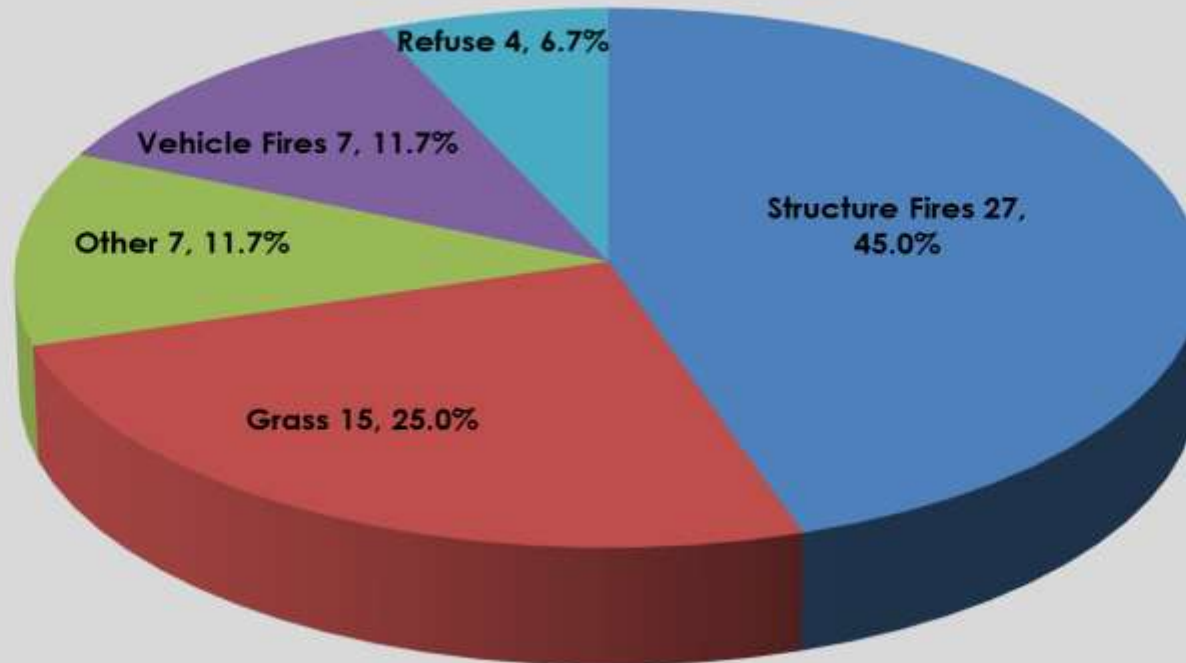


Fire All Calls for Service January - June 2023 v. 2022

INCIDENT ACTIVITY REPORT				
Summary Comparison January 1 - June 30				
All Calls for Service				
Incident Type	2023	2022	Difference	% Change
Fires	62	44	18	41%
EMS	2770	2471	299	12%
Hazardous Condition	173	94	79	84%
Service Call (Unauthorized Burn)	444	429	15	3%
Good Intent	141	137	4	3%
False Calls	298	260	38	15%
Power Outage Investigation	3	12	-9	-75%
Other (Inspections, Pub-Ed, Pub-Relations, Car Seats, etc.)	351	338	13	4%
TOTAL:	4242	3785	457	12%



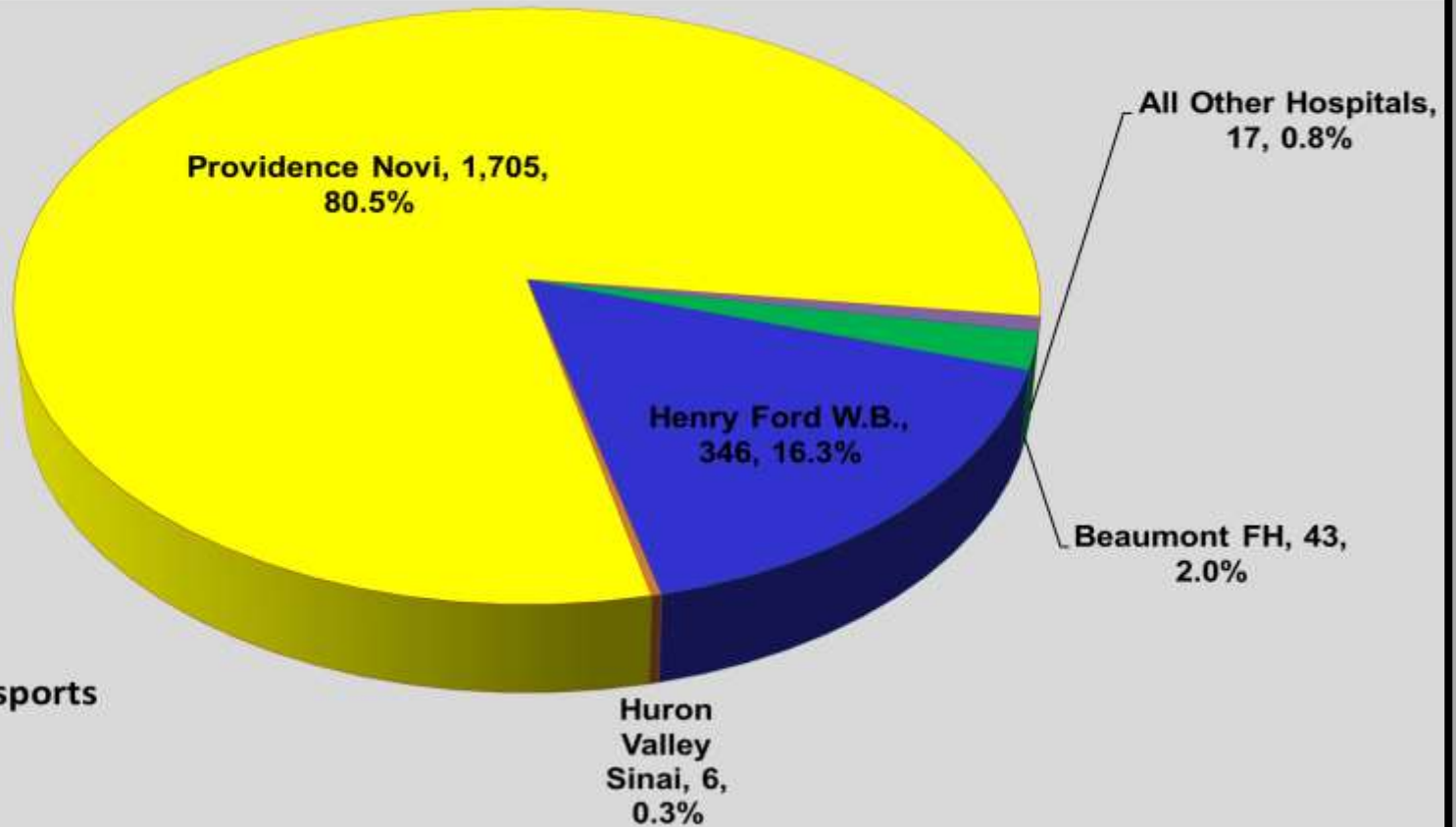
2023 YTD FIRES



TOTAL 60



Hospital Transports 2023



Total Transports
2117



FIRE OPERATIONS AVERAGE RESPONSE TIMES PRIORITY RESPONSES ONLY

TEAM / STATION	June	Total Calls	YTD	Total Calls	YTD	Total Calls
	2023		2023		2022	
TEAM 'A':						
STATION 1	5:06	92	5:25	598	5:20	569
STATION 2	5:35	92	5:42	492	5:50	428
STATION 3	5:22	30	5:35	169	5:38	226
STATION 4	6:08	25	5:33	220	5:59	137
TEAM 'A' AVERAGE:	5:26	239	5:35	1479	5:36	1360
TEAM 'B':						
STATION 1	5:47	107	5:48	608	5:44	533
STATION 2	7:26	85	6:42	535	6:10	434
STATION 3	7:23	37	7:10	235	6:24	215
STATION 4	6:40	38	7:11	201	6:32	171
TEAM 'B' AVERAGE:	6:44	267	6:30	1579	6:04	1353
TEAM. AVERAGE	6:07	506	6:02	3058	5:50	2713





TO: VICTOR CARDENAS, CITY MANAGER
FROM: SHERYL WALSH, COMMUNICATIONS DIRECTOR
SUBJECT: STUDIO NO. VI UPDATE AND POTENTIAL BUDGET
DATE: JULY 5, 2023

Mayor and Council –

Please see the following memo outlining work that has been ongoing related to creating a dedicated studio for City video production. Currently staff shoots nearly all content remotely, consistently move equipment. Dedicated capital specific PEG dollars will be used for this endeavor. We plan to bring it forward at the July 31 Mtg.
 - Victor

Last year, the City of Novi contracted Creative Dimensions to begin the process of designing a larger broadcast studio at the Civic Center to broaden production capabilities. Attached are renderings and the specifications, including cost, for the construction and equipment of an enhanced Studio No.VI in the former storage space (affectionately known as the dungeon) just off the staff/Council entrance, across from the Council Chambers. The space previously housed election materials and Community Relations items but has since been cleared and provides the optimal height and floor area to host a state-of-the-art studio. Background and details follow.

Background

In Spring 2016, following the dissolution of the Southwestern Oakland Cable Commission (SWOCC) and all Franchise Fees (General Fund) and PEG (designated for cable operations) funding reverting back to each respective municipality, the City of Novi created Studio No.VI. A small studio and editing bay was constructed utilizing the existing PEG funds. All video operations were supported with PEG revenue until 2019, when the Federal Communications Commission (FCC) issued an order restricting PEG funds use for capital video service items. With salaries and operational costs now a part of the General Fund, PEG revenue has continued to grow (see below), with a current balance of more than \$1.6 million.

FUND	GL NUMBER	DESCRIPTION	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ACTIVITY	2020-21 ACTIVITY	2021-22 ACTIVITY	2022-23	
										AMENDED BUDGET	ACTIVITY THRU 06/06/23
GENERAL FUND	101-000.00-604.000	Cable Franchise Fees	951,481	934,665	915,141	905,859	894,798	837,178	804,800	850,000	578,609
PEG CABLE SPECIAL REVENUE FUND	233-000.00-604.100	Cable PEG Fees	382,655	369,702	373,692	362,344	-	-	-	-	-
PEG CABLE CAPITAL FUND	463-000.00-604.100	Cable PEG Fees	-	-	-	-	302,931	393,919	318,061	335,500	231,443

Early 2022 video discussions included limits placed on production due to the current studio size and configuration and the significant role its content was playing in our communications on multiple platforms – website, social media, eNewsletters and more. We also talked about the revenue opportunity an easily accessible studio might provide by 'packaging' our productions and offering services to other municipalities that might not have the ability to create content. It was decided to engage a creative team to look at the Civic Center space and explore the possibility for a larger studio.

Proposed Design

Our Studio No.VI team worked with Creative Dimensions, a single source design to a construction firm, to best determine the size, location, and scope of a new studio to meet Novi's needs now and into the future. Discussions focused on five categories:

1. Studio Set and Storage Space – Physical space, set design, lighting, storage of remote equipment
2. Editing Suites and Office Space (planned to reconfigure the current studio upstairs), including two windowless editing bays and three workspaces
3. Master Control and Network Connectivity
4. Tools and Other Video Equipment
5. Council Chambers (Phase 2, following completion of the new studio) – updating the current room with a possible video wall, refreshed dais, lighting and speaker reconfiguration.

The attached proposal shows in detail the new state-of-the-art studio and set design. The cost, slightly over \$700,000, includes all new physical elements to construct the new studio. Minor work to raise existing ductwork and utilities in the space would increase the cost slightly. We are working with the City's Integrated Solutions department to determine those costs and splitting the existing studio in the Manager's Office into two editing bays. All work would be funded through the PEG capital-restricted funds.

With your approval, I look forward to bringing this to City Council for consideration later this month and continuing to build upon the amazing accomplishments of Studio No.VI.

June 1, 2023

Sheryl Walsh
City of Novi
45175 West Ten Mile Road
Novi, MI 48375

Re: City of Novi – Studio Proposal

Dear Sheryl,

We are pleased to provide you with this breakdown for the broadcast studio at the City of Novi building. The below pricing is based on James Yates Design V2 dated 3/11/2023.

Project Breakdown

<u>Item:</u>	<u>Proposed Cost:</u>
Main Studio Set – Walls, Desk, Riser, and Furniture	\$193,725.00
Studio Grade Flooring	\$46,385.00
Green Screen Area	\$30,545.00
Studio Lighting (Lighting fixtures, labor, and grid)	\$211,188.00
Mobilization & Installation (Site Survey, Freight, Installation)	\$62,668.00

<u>Proposed Total:</u>	<u>Summary:</u>
Proposal Total (Does not include sales tax):	\$544,511.00
Keycode Media – Studio AV – Monitors, Cable, Connectors (City of Novi to directly purchase through Keycode):	\$27,005.00
Keycode Media Tech Quote (City of Novi to directly purchase through Keycode):	\$136,148.20

- All labor is non-union during standard hours Monday – Friday 8AM – 4:30PM.
- Exact dates to be determined, project lead time may increase due to rapidly changing market conditions.
- A timeline for this project to be produced for the client upon approval of the budget. This will include considerations the lighting, flooring, AV, and set.
- A complete site survey of the room will need to be performed once the room is ready. This would mean any ceiling work would be done and the room would be clear of anything currently being stored there.

City of Novi
Studio
Page 2 of 2

We thank you for the opportunity to provide this proposal. We look forward to working together. Please contact me with any questions or concerns you may have.

Sincerely,

Jeff Lavery

Jeff Lavery
Director, Experiential Branding
Creative Dimensions, Inc.

Payment Terms: 66% Deposit, Balance Net 30.

- This agreement shall be governed by and constructed in accordance with the laws of the State of Connecticut.
- State Sales Taxes will be separately stated and billed on the final invoice for the project.
- Certificate of insurance will be furnished upon request.
- Due to rapidly changing economic conditions, this quote is valid for 30 days.
- Payment terms: 66% Deposit / Net 30
- Due to the Covid Pandemic, global shortages of a wide range of building materials exist. The estimated lead time for this project is currently **18-20 weeks**, based upon receipt of your deposit payment no later than 6/30/23. An updated new lead time will be calculated on the date we receive the initial deposit payment.
- If the availability of any originally planned material will prevent the project from being completed by the due date, Creative Dimensions may modify and substitute the materials used in manufactured items in order to deliver the finished product in a timely manner provided the modification or substitution is consistent with the concept of the original design. The client will be notified of any such changes in writing and provided with a choice of materials, if available. Alternatively, the client may choose to delay the due date so that the originally chosen materials can be used.
- If a project is canceled by the customer, Creative Dimensions will bill for work performed to date.
- Above pricing assumes one mobilization for installation of all items quoted. Additional mobilizations will require a change order.
- Pricing is based on installation during normal business hours.
- Pricing is based on a non-labor union installation unless otherwise specified above.

DATE: _____

ACCEPTED: _____
Company Name

BY: _____



**Creative
Dimensions**

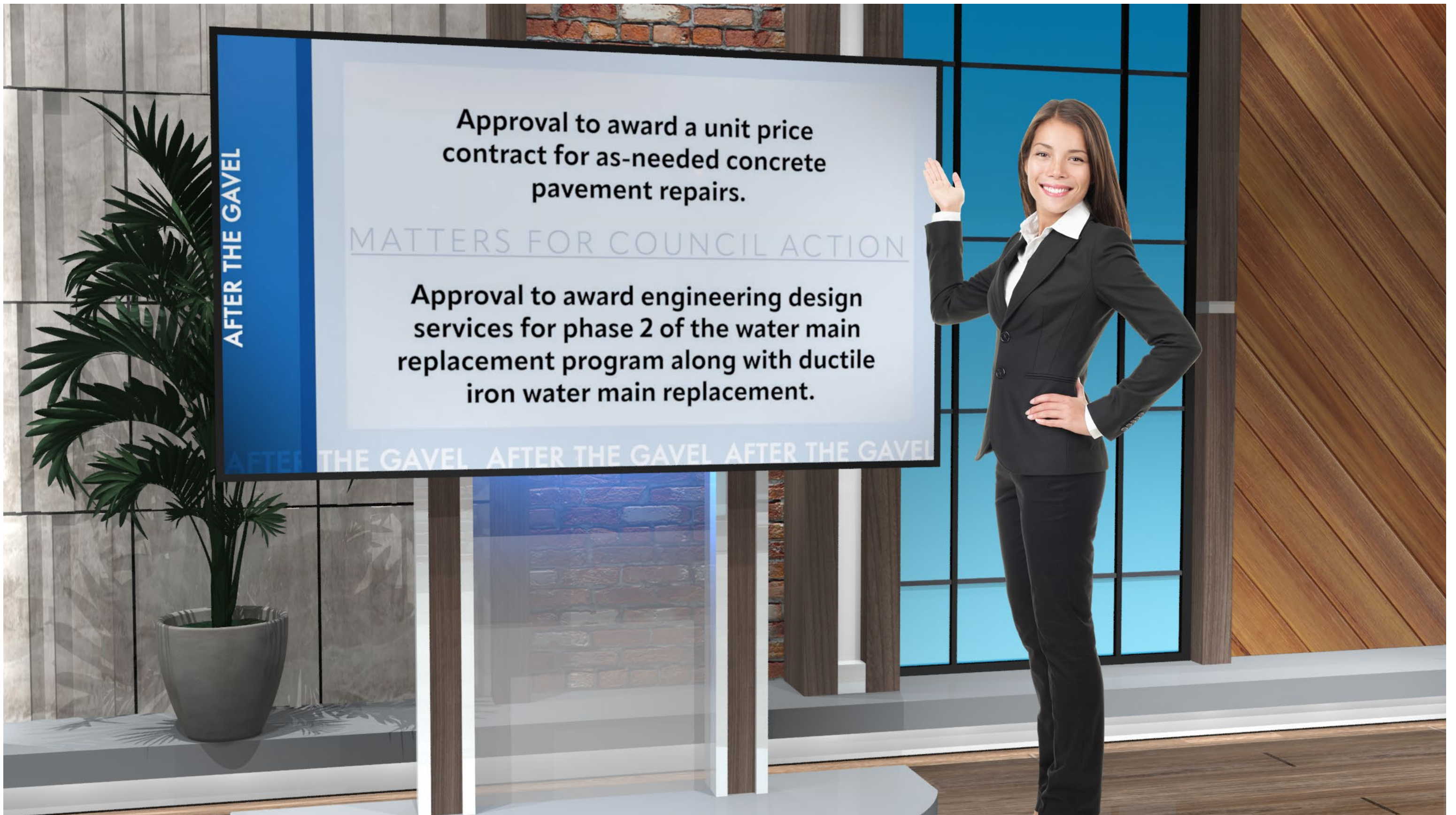














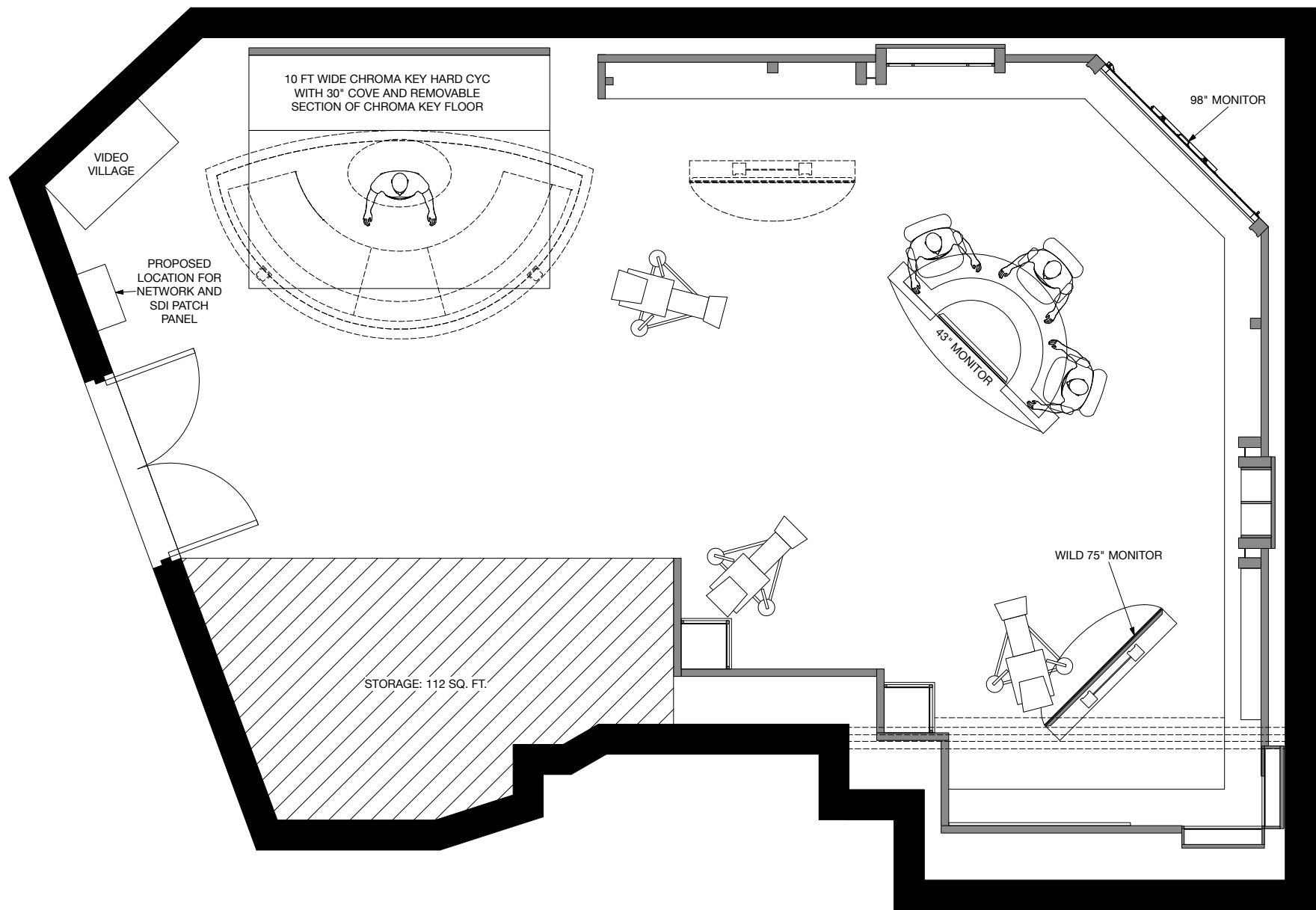












NOTE:
CEILING BEAMS @ 12'-0" AFF
HVAC @ 9'-11" AFF
HVAC DIFFUSERS @ 9'-3" AFF

James Yates
Production Design
325 West 38th Street
Suite 1403
New York, NY 10018
347.385.4629
www.yatesdesigntv.com

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PROJECT



REVISIONS/REISSUES

DATE	DESCRIPTION

SURVEY ALL MEASUREMENTS ON SITE BEFORE CONSTRUCTION

DRAWING NAME

CITY OF NOVI
MAIN STUDIO
GROUND PLAN

SCALE:	PROJ. MGR.:
1/2"=1'-0"	JMY
ORIGIN DATE:	DRAWN BY:
1/19/23	JMY
PROJ. NO.:	CHECK BY:
FILE:	

PLATE #

1

OF

FOR ESTIMATE ONLY