

TOWN FACILITY PROJECT IMPLEMENTATION FRAMEWORK





EXISTING TOWN FACILITIES IN NEED OF ATTENTION

Town Hall – 301 Brooklea Drive, Fayetteville

Owned by the Town of Manlius

Town Clerk's Office, Assessment, Receiver of Taxes,
Recreation Department, Planning & Development,
Town Supervisor's Office, HR/Town Manager's Office,
Comptroller and Town Court

Manlius Police Department – Arkie Albanese Drive –
rented from the Village of Manlius



**GOAL IS TO ADDRESS SAFETY,
MECHANICAL AND OPERATIONAL
CHALLENGES IN THE CURRENT
TOWN FACILITIES**

**FACILITIES INCLUDE THE MANLIUS
POLICE DEPARTMENT, TOWN HALL
AND COURT**

**WITH A COLLABORATIVE APPROACH
THAT ENGAGES ALL STAKEHOLDERS**

**TO IDENTIFY POTENTIAL SOLUTIONS
THAT INCORPORATE EXISTING
STUDIES ALONG WITH NEW
INFORMATION**



**HIRE PROJECT
MANAGEMENT/PUBLIC
ENGAGEMENT CONSULTANT**

**ESTABLISH GOVERNANCE &
COMMUNICATION STRUCTURE**

**TOWN FACILITY ADVISORY
COMMITTEE (TFAC)**

IMPORTANT NEXT STEP

ENGAGING A PROJECT CONSULTANT



Collaboration with ALL Stakeholders

The consultant works directly with the board and gathers feedback from the public through a series of town halls/charrette to ensure all voices are heard.



Navigating Conversations

As a skilled facilitator, the consultant helps articulate core facility issues and gathers information to contribute to effective solutions.



Transparent Project Communication

The consultant is responsible for open and clear communication throughout the project, fostering trust among all participants.

An aerial photograph of a suburban neighborhood, showing a mix of single-story and two-story houses with varying roof colors (brown, grey, blue). The houses are surrounded by green lawns and mature trees. In the background, a dense line of trees marks the edge of the residential area under a clear blue sky. The image is partially obscured by a white diagonal shape that serves as a background for the text.

COMMUNICATIONS FEEDBACK: THE NEED FOR BROADER REACH

Sending **postcards** to residents for important votes or updates

Considering a **printed newsletter** in January or other key times of year

Utilizing **village digital signs, post office bulletin boards, and local businesses like Tops** to post announcements and newsletters

Ensuring all notices and alerts clearly state that **meetings are open to the public**

Developing a **strategic partnership** with the Eagle Bulletin, especially in advance of meetings

ADDITIONAL STEPS/TIMEFRAME TBD

ARCHITECTURAL AND TECHNICAL ANALYSIS WHICH
INCORPORATES EXISTING STUDIES

ONGOING COMMUNICATION

REPORTING FINDINGS

DECISION-MAKING

