Regular City Council Meeting
7:00 p.m., Monday, Aug. 17, 2026
City Council Chambers
23600 Liberty Street
Farmington, MI 48335

REGULAR MEETING AGENDA

1. **ROLL CALL**

2. **PLEDGE OF ALLEGIANCE**

3. **PUBLIC COMMENT**

4. **APPROVAL OF ITEMS ON CONSENT AGENDA**
   - A. City of Farmington Minutes
   - B. Farmington Monthly Payments Report
   - C. Farmington Public Safety Monthly Report
   - D. DPW Quarterly Report
   - E. Special Event Application: VegMichigan Fall Food & Fun Night
   - F: Special Event Application: Patriot Day Celebration

5. **APPROVAL OF REGULAR AGENDA**

6. **PRESENTATION/PUBLIC HEARINGS**
   - A. Promotions of Public Safety Officers
     1) Shane Wash to Deputy Director
     2) Michael Weir to Commander
     3) Will Wood to Sergeant
     4) Lisa Kobernick to Sergeant

7. **NEW BUSINESS**
   - A. E-bike ordinance discussion
   - B. First reading of Amendments to Article 7, Sec. 35-105(D), Article 14, Sec. 36-172 and Article Sec. 35-252 of the Zoning Ordinance - these amendments are intended to modify certain parking requirements and to include a definition of “gross usable area”
   - C. Interlocal Agreement for Damage Assessment Mutual Aid
   - D. Video Camera Antenna Purchase
   - E. CLEMIS Interlocal Agreement
   - F. Warner Mansion Asbestos Abatement

8. **PUBLIC COMMENT**

9. **CITY COUNCIL COMMENTS**

10. **CLOSED SESSION – Confidential Correspondence from City Attorney**

11. **ADJOURNMENT**

The City will follow its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the City Clerk (248) 474-5500, ext. 2218 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

Special City Council Meeting
5:30 p.m., July 20, 2026
23600 Liberty Street
Farmington, MI 48335

SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on July 20, 2026 at 23600 Liberty Street, Farmington, Michigan. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 5:34 PM by Mayor LaRussa

1. Roll Call

Attendee Name	Title	Status	Arrived
Johnna Balk	Mayor Pro-Tem	Present	
Joe LaRussa	Mayor	Present	
Kevin Parkins	Councilmember	Present	After Roll Call – 5:34 p.m.
Steve Schneemann	Councilmember	Present	
Maria Taylor	Councilmember	Present	

City Administration Present:
City Manager, David Murphy
City Clerk, Meaghan Bachman
City Attorney, Beth Saarela

2. Approval of the Agenda

Motion by Balk
Seconded by Schneemann

Resolved, move to approve the agenda as presented.

Motion carried unanimously 4-0

3. Public Comment

Anne Edelstein, 21698 Sheffield Drive, Farmington Hills, opposed the proposed addition to the Governor Warner Mansion and urged Council to protect the Mansion's Victorian architecture and historic setting.

Martha Taylor, 23750 Field Road, supported the proposed trellis or living-wall concept as a way to soften the modern addition and connect it to the gardens.

Jill Keller, 23617 Warner Street, supported further consideration of the living-wall concept and said it could reduce the visual impact of the addition. She also shared comments from other Historical Commission members requesting updated architectural renderings, a transparent review process, and consideration of additional design alternatives.

Lena Stewart, 33615 Adams Street, supported the living-wall concept and suggested that a lighter exterior color also be considered.

Laura Myers, 33601 Shiawassee Street, supported the living-wall concept as the most practical way to improve the proposed addition within the project's time constraints.

Dirk van den Muijsenberg, 23718 Wesley Street, opposed the original design and encouraged an addition that better complements the Mansion's historic character.

Kimberly Shea, 23606 Wesley Street, opposed the original design and expressed concern that a living wall would not resolve the underlying architectural and maintenance issues. She urged Council to reconsider the design and public-review process.

Kathy Bilger, 19170 Augusta Court, Livonia, speaking on behalf of members of the Warner family, stated that the family did not object to either design and particularly supported the trellis-wall concept because of the Warner family's historic connection to the gardens.

Betty Poole, 35928 Quakertown Lane, Farmington Hills, opposed the original design and the proposal to conceal it with ivy, and encouraged an addition that blends more closely with the existing Mansion.

Stephanie Messina, 35250 Oakland Street, opposed the original design and expressed concern regarding the design-selection process. She encouraged Council to obtain additional alternatives that enhance the historic building.

Kevin Russom, 32040 Valley View Street, stated that additional design options should have been presented. Although he preferred the living-wall concept to the original proposal, he encouraged broader consideration of alternatives.

Pam Wright, 21492 Birchwood Street, encouraged Council to take additional time, obtain more renderings, and provide residents with a meaningful opportunity to participate in the design process.

4. Governor Warner Mansion Addition Project Discussion

Council discussed the proposed addition to the Governor Warner Mansion and a possible trellis or living-wall alternative. The addition is intended to provide an elevator, code-compliant egress stairs, ADA-accessible restrooms, storage, warming kitchens, and an accessible entrance. Council emphasized that these improvements are necessary to make the Mansion accessible, functional, and suitable for expanded public and event use.

OHM Advisors estimated that the additional design and construction-document work for the living-wall alternative could cost up to $25,000 and take approximately four to six weeks. The alternative could add more than $200,000 to construction costs. Council discussed the need to maintain progress on the original bid package while exploring the alternative so the City would not jeopardize the $1 million State grant or the December 31, 2026 expenditure deadline.

Councilmembers discussed the Secretary of the Interior's standards for differentiating new construction from historic structures, the visual scale and color of the proposed addition, vegetation and maintenance considerations, and the relationship between the Mansion and its gardens. Council expressed support for continuing the bid process for the original design while OHM concurrently studies the feasibility, design, materials, vegetation, cost, and construction impacts of a trellis or living-wall alternative. City Manager Murphy stated that the preliminary work could proceed within his administrative authority. Council requested an update in August, with a final design decision to return to Council after OHM's findings are available.

5. Board and Commission Interviews and Appointments

Council interviewed Theresa Bridges, Janet Saunders, and Vince Pastue for appointment to the Zoning Board of Appeals. Council also interviewed Isabella Bond and Frank Andre for appointment to the Grand River Corridor Improvement Authority. The candidates discussed their backgrounds, interest in serving the community, understanding of the respective boards, and relevant professional or volunteer experience.

Motion by Balk
Seconded by Taylor

Resolved, move to appoint Theresa Bridges to the Zoning Board of Appeals for a term ending June 30, 2028; appoint Janet Saunders as an alternate to the Zoning Board of Appeals for a term ending June 30, 2028; appoint Vince Pastue as an alternate to the Zoning Board of Appeals for a term ending June 30, 2029; and appoint Frank Andre to the Grand River Corridor Improvement Authority for a term ending March 30, 2029.

Motion carried unanimously 5-0

6. Other Business

No other business was discussed.

7. Public Comment

No members of the public spoke.

8. City Council Comment

None

9. Adjournment

Motion by Balk
Seconded by Taylor

Resolved, move to adjourn the meeting at 7:08 PM.

Motion carried unanimously 5-0

Joe LaRussa, Mayor

Meaghan K. Bachman, City Clerk

City Council Meeting
7:00 p.m., July 20, 2026
23600 Liberty Street
Farmington, MI 48335

REGULAR MEETING MINUTES

A meeting of the Farmington City Council was held on July 20, 2026 at 23600 Liberty Street, Farmington, Michigan. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:13 PM by Mayor LaRussa

1. Roll Call

Attendee Name	Title	Status	Arrived
Johnna Balk	Mayor Pro-Tem	Present	
Joe LaRussa	Mayor	Present	
Kevin Parkins	Councilmember	Present	
Steve Schneemann	Councilmember	Present	
Maria Taylor	Councilmember	Present	

City Administration Present:
City Manager, David Murphy
City Clerk, Meaghan Bachman
DDA Executive Director, Jessica Westendorf
DPW Superintendent, Josh Leach
City Attorney, Beth Saarela

2. Pledge of Allegiance

3. Public Comment

No members of the public spoke.

4. Approval of the Consent Agenda

Motion by Balk
Seconded by Schneemann

Resolved, move to approve the consent agenda as presented:

A. City of Farmington Minutes
B. Farmington Monthly Payments Report
C. Farmington Public Safety Monthly Report
D. Accept resignations from the Zoning Board of Appeals
E. Reappoint Dewayne Gray and Ken Crutcher to the Planning Commission

Motion carried unanimously 5-0

5. Approval of the Regular Agenda

Motion by Parkins
Seconded by Balk

Resolved, move to approve the regular agenda as presented.

Motion carried unanimously 5-0

6-A NEW BUSINESS Resolution Establishing Social District Commons Area for the Harvest Moon Celebration

DDA Executive Director Westendorf explained that the resolution would exclude Riley Park from the Syndicate Social District during the Harvest Moon Celebration, allowing the festival special license and the social district to operate concurrently. Security and volunteers will monitor the respective beverage boundaries.

Motion by Taylor
Seconded by Balk

Resolved, move to approve a resolution establishing the Social District Commons Area that will be utilized exclusively for the Harvest Moon Celebration during the effective period of the special license.

Roll Call Vote:
Yeas: Balk, LaRussa, Parkins, Schneemann, Taylor
Nays: None
Motion carried unanimously 5-0

6-B NEW BUSINESS Sixth Amended Resolution Designating the City of Farmington Syndicate Social District

DDA Executive Director Westendorf stated that the amendment would add the Art Park Promenade to the commons area and identify Table 42 and the Farmington Civic Theater as potential eligible license holders. Once licensed, either establishment could join the social district without another amendment by Council.

Motion by Taylor
Seconded by Balk

Resolved, move to approve the sixth amended resolution designating the City of Farmington Syndicate Social District, defining the Commons Area to include new eligible license holders, and adopting a management and maintenance plan pursuant to Public Act 124 of 2020.

Roll Call Vote:
Yeas: LaRussa, Parkins, Schneemann, Taylor, Balk
Nays: None
Motion carried unanimously 5-0

6-C NEW BUSINESS New Public Safety Vehicles

Council considered the purchase of two Chevrolet vehicles, including an administrative vehicle that may also be used to support traffic and pedestrian safety enforcement, together with the equipment necessary to outfit both vehicles.

Motion by Schneemann
Seconded by Taylor

Resolved, move to approve the purchase of two vehicles from Berger Chevrolet, Inc. in the amount of $95,713.00 and equipment outfitting from Canfield Equipment in the amount of $25,735.63.

Roll Call Vote:
Yeas: Parkins, Schneemann, Taylor, Balk, LaRussa
Nays: None
Motion carried unanimously 5-0

6-D NEW BUSINESS. Agreement with the City of Farmington Hills to Provide Emergency Medical Services

Council reviewed a two-year agreement, with an option for a third year, for the City of Farmington Hills to continue providing 24/7/365 advanced life support services. The annual cost increased from $275,000 to $300,000. Council requested response-time reports consistent with the performance standards stated in the agreement.

Motion by Taylor
Seconded by Balk

Resolved, move to enter into an agreement with the City of Farmington Hills to provide 24/7/365 advanced life support services for the City of Farmington for two years, with an option for a third year, and to authorize the City Manager to sign the agreement on behalf of the City of Farmington.

Roll Call Vote:
Yeas: Schneemann, Taylor, Balk, LaRussa, Parkins
Nays: None
Motion carried unanimously 5-0

6-E NEW BUSINESS Nine-Mile Retention Basin Compressor Rehabilitation

Public Services Director Leach explained that the two air compressors controlling the retention basin pinch valves are 33 years old and have exceeded their expected 25-year service life. The basin can store up to three million gallons of water. The proposed amount includes a ten percent contingency.

Motion by Balk
Seconded by Taylor

Resolved, move to authorize the Oakland County Water Resources Commissioner to replace two air compressors and related equipment at the Nine Mile Retention Basin for an amount not to exceed $44,000.00.

Roll Call Vote:
Yeas: Taylor, Balk, LaRussa, Parkins, Schneemann
Nays: None
Motion carried unanimously 5-0

6-F NEW BUSINESS. Sewer Repair Between Gill Road and Conroy Court

Public Services Director Leach reported three deficiencies in a clay sewer within a rear-yard easement: a cross-bore of unknown origin, a calcium deposit, and a separated pipe. Root Masters submitted a base bid of $28,500.00, with potential dewatering costs that could increase the total to approximately $48,000.00. The repairs will be completed by open cut, and the sewer is expected to be lined in the future.

Motion by Taylor
Seconded by Balk

Resolved, move to award the sewer repair of three locations between Gill Road and Conroy Court to Root Masters Sewer Repair & Cleaning, LLC for an amount not to exceed $48,000.00.

Roll Call Vote:
Yeas: Balk, LaRussa, Parkins, Schneemann, Taylor
Nays: None
Motion carried unanimously 5-0

7. Public Comment

No members of the public spoke.

8. City Council Comment

Councilmember Schneemann recognized residents' passion for Farmington's architecture and thanked Council for acknowledging the concerns expressed regarding the Governor Warner Mansion while continuing to move the project forward.

Councilmember Taylor thanked residents for their engagement regarding the Governor Warner Mansion. She reported that the City would proceed with bidding the original concept while the City engineers develop a modification option incorporating an ivy wall, anticipated to return to Council in four to six weeks.

Mayor Pro-Tem Balk thanked those involved with the Founders Festival and stated that the first year following changes to the event was successful overall despite air-quality and weather concerns.

Councilmember Parkins commended Gail, the master gardener at the Governor Warner Mansion, for her exceptional work maintaining and improving the grounds.

Mayor LaRussa thanked the public and Council for the constructive Governor Warner Mansion discussion and recognized the leadership involved in advancing the project. He thanked City Manager Murphy for his longstanding service and leadership in regard to his annual review. Mayor LaRussa reported that the Michigan Public Service Commission had opened an investigation into utility responses to the July 3rd storms. He encouraged residents to report power outages and stated that he would continue discussions with DTE regarding utility reliability.

9. Adjournment

Motion by Balk
Seconded by Taylor

Resolved, move to adjourn the meeting at 7:35 PM.

Motion carried unanimously 5-0

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Joe LaRussa, Mayor

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Meaghan K. Bachman, City Clerk

CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

MONTH OF JULY 2026

FUND #	FUND NAME		AMOUNT:
101	GENERAL FUND	$	812,338.77
202	MAJOR STREET FUND	$	24,397.99
203	LOCAL STREET FUND	$	40,230.44
285	AMERICAN RESCUE ACT	$	74,937.50
401	CAPITAL IMPROVEMENT MILLAGE	$	350.00
592	WATER & SEWER FUND	$	457,010.76
595	FARMINGTON COMMUNITY THEATER FUND	$	35,571.14
640	DPW EQUIPMENT REVOLVING FUND	$	18,646.85
701	AGENCY FUND	$	2,471.00
736	PUBLIC EMPLOYEE HEALTH CARE FUND	$	45,385.05
	TOTAL CITY PAYMENTS ISSUED:	$	1,511,339.50
136	47TH DISTRICT COURT FUND	$	360,031.65
243	BROWNFIELD REDEVELOP AUTHORITY	$	60,612.44
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	$	155,354.79
	TOTAL OTHER ENTITIES PAYMENTS ISSUED:	$	575,998.88

TOTAL PAYMENTS ISSUED $ 2,087,338.38

A detailed Monthly Payments Report is on file in the Treasurer's Office.

CITY OF FARMINGTON - ACH PAYMENTS REPORT

MONTH JULY 2026

TRANSFER FROM:	TRANSFER TO:	DESCRIPTION:	AMOUNT:
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	468,506.77
General Fund	Federal Gov't	W/H & FICA Payroll	129,364.57
General Fund	MERS	Retirement Plans	161,021.61
General Fund	Total Administrative Services Corp.	Flexible Spending Accounts	3,726.75
	TOTAL CITY ACH TRANSFERS:		762,619.70
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	188,659.13
Court Fund	Federal Gov't	W/H & FICA Payroll	65,168.66
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	3,044.97
Court Fund	MissionSquare	Retirement Plans	17,197.81
Court Fund	Western Michigan Health Insurance Plan	Medical Insurance	20,969.25
	TOTAL OTHER ENTITIES ACH TRANSFERS:		295,039.82

July 2026 Public Safety Incidents

FLEE AND ELUDE/CCW VIOLATION/OWI:
On the morning of 7/4/2026 at approximately 2:44 AM a Sergeant located a running vehicle parked in Shiawassee Park after hours. Contact was made with the driver, a 38 YO male. Being in violation of the ordinance "in park after hours" male was asked for his ID to which the male refused. The male then fled the area in his vehicle. FDPS Officers briefly pursued the male who fled to his residence. A Brief Standoff ensued before the male was peacefully taken into custody without incident. FDPS Officers were assisted by officers of the Farmington Hills Police Department. A firearm was located in the vehicle and the male had an expired CPL. The male was arrested for Flee and Elude Police and a CCW Violation. A warrant was also obtained for the driver's blood on suspicion of OWI as there were indicators of intoxication present. Charges pending the toxicology results.

ASSAULT AND BATTERY:
On the evening of 07/04/2026 Officers were dispatched to the area of Chestnut Ln and Tall Oaks St on the report of a male assaulted on a Moped. It was reported a moped rider had fireworks thrown at him and he was punched in the face. Officers made the area and attempted to locate the suspect; however, he had since fled the area. After speaking with witnesses and conducting a brief investigation, officers were able to identify a 19 YO male suspect. Officers interviewed the male who admitted to the assault. The male was taken into custody without incident and was cited for simple assault.

FRAUD – ILLEGAL USE OF CREDIT CARD:
On the morning of 07/11/2026, officers responded to a report of unauthorized transactions made on a resident's debit card. The victim stated that on July 10, 2026, they used the card to purchase food at a local business but inadvertently left the debit card behind. During the investigation, detectives confirmed the victim had left the card at the business, which was also identified as one of the locations where the unauthorized transactions occurred. Detectives reviewed the store's surveillance footage and observed one employee following company policy by turning the debit card over to the store office. The footage also showed a second employee later accessing the card and photographing it. Detectives interviewed the suspect, who admitted photographing the debit card information and using it to make unauthorized purchases. Upon completion of the investigation, the case was submitted to the Oakland County Prosecutor's Office for review and charging consideration.

ACCIDENT – FAIL TO STOP AND IDENTIFY:
On the evening of 07/08/2026, officers were dispatched to the area of Orchard Lake Road and Shiawassee Road for a report of a bicyclist who had been struck by a vehicle that fled the scene. A witness photographed the suspect vehicle's license plate and provided the information to responding officers. Officers subsequently located the driver, who admitted to being involved in the collision. The driver stated they believed the bicyclist was uninjured and, for that reason, did not stop to report the crash or identify themselves at the scene. The driver was issued acitation for Failure to Yield and Failure to Stop and Identify at the Scene of a Property Damage Accident (PDA).

UDAA:
On 07/13/2026 it was reported that a vehicle had been stolen from the 22000 Block of Lilac St. It was reported by the owner the vehicle was parked in front of the Lilac St address on 5/31/2026. The vehicle was taken some time between 5/31/2026 and 06/01/2026. The owner of the vehicle had parked it in front of her mother's house due to it needing significant repairs. The owner's mother noticed the vehicle was gone on 6/1/2026 and assumed it had been taken in for repairs. The Owner of the vehicle was contacted by an officer from Plymouth Twp PD on 7/12/2026 and was advised the vehicle had been involved in multiple crimes in multiple jurisdictions. The owner was unaware the vehicle had been stolen until 7/12/2026. The case has been forwarded to the detective bureau for follow up.

FELONIOUS ASSAULT:
On 07/26/2026 FDPS took a late report of a felonious assault that occurred at a business in the 24000 block of Orchard Lake Rd on 07/25/2027 around 9:00 AM. It was alleged that 2 males were having a verbal altercation when one pulled out a gun and pointed it at the other's face. Upon reviewing cameras inside and outside the business and conducting a photo lineup, Officers were able to ID a possible suspect. The case is still under investigation by the FDPS detective bureau.

INDECENT EXPOSURE:
On 07/26/2026 at approximately 3:00 PM Officers were dispatched to the area of Farmington Rd and Grand River (Dinan Park) on the report of a disorderly male. It was reported the male was shirtless with no shoes and was yelling at himself. It was also reported the male had urinated on a plant. Upon arrival Officers contacted the 34 YO W/M matching the description. The male advised he was having a bad day. The male was incoherent and was not making sense. Officers noted a strong odor of alcohol emitting from the male's breath. The male admitted to drinking alcohol, as well as consuming psychedelic mushrooms earlier in the day. A bystander later advised he was observed urinating in a plant. Due to the male's behavior, he was evaluated by FHFD paramedics and transported to the hospital for treatment. The male was issued a citation for Indecent Exposure.

LARCENY FROM AUTO/SUSPICIOUS CIRCUMSTANCE:
On 07/28/2026 Officers took 2 reports from residents at an apartment complex in the 36000 Block of Grand River Ave, in regard to personal items having been taken from their vehicles sometime the previous night. It is believed both vehicles were left unlocked. The first report was taken at 8:30 AM, and the second at approximately 8:00 PM. At approximately 1:30 AM same day Officers were dispatched to a neighboring apartment complex in the 23000 Block of Jamestown Ct. for the report of a possible LFA in progress. It was reported by a resident that 5 males in all dark clothing were seen climbing under a vehicle. The resident advised they confronted the group who then took off on foot NB through the complex. Officers along with Officers from the Farmington Hills DPU unit canvased the area, however, were unable to locate any suspects. Neighboring jurisdictions also had similar reports from the same night. The case has been forwarded to the detective bureau for further investigation.

CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
694	235	61	8	14

OWI	OUID	DWLS	WARRANT	FELONY
4	0	12	9	3

DEPARTMENT OF PUBLIC WORKS QUARTERLY RPT.
APRIL THROUGH JULY 2026

Description		Reg. Hours	Reg. Gross	OT Hours	OT Gross	Gross
BUILDINGS & GROUNDS	101-265.00-706.000	611.50	13,302.11	0.00	0.00	13,302.11
BUILDINGS & GROUNDS SEASONALS	101-265.00-707.000	12.00	198.00	0.00	0.00	198.00
BUILDINGS & GROUNDS, OVERTIME	101-265.00-709.000	0.00	0.00	13.50	679.02	679.02
CEMETERIES	101-276.00-706.000	251.00	7,901.88	0.00	0.00	7,901.88
CEMETERIES, SEASONALS	101-276.00-707.000	39.75	655.88	0.00	0.00	655.88
CEMETERIES, OVERTIME	101-276.00-709.000	0.00	0.00	14.75	716.08	716.08
POLICE & FIRE, REPAIR/MAINTENANCE	101-345.00-930.001	1.00	32.52	0.00	0.00	32.52
SAFETY INSPECTION	101-371.00-930.001	6.75	219.51	0.00	0.00	219.51
PUBLIC WORKS	101-441.00-706.000	338.00	10,955.41	0.00	0.00	10,955.41
PUBLIC WORKS, SEASONALS	101-441.00-707.000	16.75	276.39	0.00	0.00	276.39
PUBLIC WORKS, OVERTIME	101-441.00-709.000	0.00	0.00	73.00	3,662.34	3,662.34
DDA	101-442.00-706.000	46.75	1,517.32	0.00	0.00	1,517.32
DDA, OVERTIME	101-442.00-709.000	0.00	0.00	19.75	948.86	948.86
PARKING LOTS	101-443.00-706.000	75.75	2,394.65	0.00	0.00	2,394.65
PARKING LOTS, SEASONALS	101-443.00-707.000	4.75	78.38	0.00	0.00	78.38
PARKING LOTS, overtime	101-443.00-709.000	0.00	0.00	10.00	494.41	494.41
SIDEWALKS	101-444.00-706.000	69.75	2,202.86	0.00	0.00	2,202.86
RUBBISH-RECYCLING COLLECTION	101-528.00-706.000	1.75	54.86	0.00	0.00	54.86
PARKS	101-751.00-706.000	865.50	27,460.05	0.00	0.00	27,460.05
PARKS, SEASONALS	101-751.00-707.000	83.00	1,369.51	0.00	0.00	1,369.51
PARKS, OVERTIME	101-751.00-709.000	0.00	0.00	101.50	4,968.68	4,968.68
FARMER'S MARKET	101-760.00-706.000	3.50	115.27	0.00	0.00	115.27
WARNER HOME	101-804.00-706.000	56.25	1,873.80	0.00	0.00	1,873.80
ROUTINE MAINTENANCE, MAJOR STREETS	202-463.00-706.000	530.00	16,646.48	0.00	0.00	16,646.48
ROUTINE MAINTENANCE, MAJOR STREETS, SEASONALS	202-463.00-707.000	30.50	503.26	0.00	0.00	503.26
ROUTINE MAINTENANCE, MAJOR STREETS,OVERTIME	202-463.00-709.000	0.00	0.00	17.25	843.02	843.02
TRAFFIC SERVICES MAINTENANCE, MAJOR STREETS	202-474.00-706.000	9.00	304.34	0.00	0.00	304.34
SURFACE MAINTENANCE, TRUNK	202-486.00-706.000	23.75	745.36	0.00	0.00	745.36
SURFACE MAINTENANCE, TRUNK	202-486.00-709.000	0.00	0.00	1.50	70.54	70.54
SWEEP & FLUSH, TRUNK	202-488.00-706.000	10.25	318.10	0.00	0.00	318.10
SWEEP & FLUSH, TRUNK, OVERTIME	202-488.00-709.000	0.00	0.00	11.00	546.18	546.18
TREES & SHRUBS, TRUNK	202-490.00-706.000	3.00	92.62	0.00	0.00	92.62

GRASS TRUNK,	202-493.00-706.000	29.50	919.02	0.00	0.00	919.02
GRASS TRUNK, SEASONALS	202-493.00-707.000	4.25	70.13	0.00	0.00	70.13
ROUTINE MAINTENANCE, COUNTY ROAD	202-508.00-706.000	5.25	161.94	0.00	0.00	161.94
ROUTINE MAINTENANCE, COUNTY ROAD, SEASONALS	202-508.00-707.000	3.75	61.88	0.00	0.00	61.88
ROUTINE MAINTENANCE, COUNTY ROAD, OVERTIME	202-508.00-709.000	0.00	0.00	2.50	119.93	119.93
ROUTINE MAINTENANCE, LOCAL STREETS	203-463.00-706.000	552.00	17,322.22	0.00	0.00	17,322.22
ROUTINE MAINTENANCE, LOCAL STREETS, SEASONALS	203-463.00-707.000	8.25	136.13	0.00	0.00	136.13
ROUTINE MAINTENANCE, LOCAL STREETS, OVERTIME	203-463.00-709.000	0.00	0.00	11.00	517.23	517.23
TRAFFIC SERVICES MAINTENANCE, LOCAL STREETS	203-474.00-706.000	1.00	34.52	0.00	0.00	34.52
SUPERVISION, WATER/SEWER	592-620.00-706.000	14.00	3,402.71	0.00	0.00	3,402.71
TRANSMISSION & DISTRIBUTION, WATER	592-621.00-706.000	227.00	7,164.70	0.00	0.00	7,164.70
TRANSMISSION & DISTRIBUTION, WATER, OVERTIME	592-621.00-709.000	0.00	0.00	28.00	1,337.88	1,337.88
SEWER LINES	592-622.00-706.000	740.00	23,195.94	0.00	0.00	23,195.94
SEWER LINES, OVERTIME	592-622.00-709.000	0.00	0.00	5.00	235.13	235.13
MAINTENANCE, METERS	592-623.00-706.000	23.25	771.28	0.00	0.00	771.28
MAINTENANCE, HYDRANTS	592-624.00-706.000	1.75	54.86	0.00	0.00	54.86
MAINTENANCE, SEWAGE RETENTION FACILITY	592-625.00-706.000	78.50	2,528.50	0.00	0.00	2,528.50
MAINTENANCE, SEWAGE RETENTION FACILITY, SEASONALS	592-625.00-707.000	5.00	82.50	0.00	0.00	82.50
MAINTENANCE, SEWER PUMPS	592-626.00-706.000	107.50	3,488.69	0.00	0.00	3,488.69
MAINTENANCE, SEWER PUMPS, OVERTIME	592-626.00-709.000	0.00	0.00	7.00	332.68	332.68
METER READINGS & UTILITY BILLING	592-632.00-706.000	59.50	1,907.84	0.00	0.00	1,907.84
MISCELLANEOUS CUSTOMER SERVICES	592-633.00-706.000	0.50	16.69	0.00	0.00	16.69
MAINTENANCE, GENERAL PLANT	592-666.00-706.000	0.50	16.69	0.00	0.00	16.69
INSPECTIONS, WATER/SEWER, MISS DIGS	592-671.00-706.000	204.25	6,776.03	0.00	0.00	6,776.03
INSPECTIONS, WATER/SEWER, MISS DIGS, OVERTIME	592-671.00-709.000	0.00	0.00	6.00	292.41	292.41
NEW WATER METERS	592-692.00-706.000	14.75	484.44	0.00	0.00	484.44
CAPITAL OUTLAY	640-000.00-706.000	196.00	6,348.60	0.00	0.00	6,348.60
CAPITAL OUTLAY, SEASONALS	640-000.00-709.000	0.00	0.00	0.75	36.59	36.59
	Grand Totals:	6,546.88	208,862.78	322.50	15,800.98	224,663.76

Farmington City Council **Staff Report**	**Council Meeting** **Date: Aug. 17, 2026**	**Item Number 4E**

Submitted by: Melissa Andrade

<u>Agenda Topic</u>: Special Event Application: VegMichigan Fall Food & Fun Night

<u>Consent Agenda</u>: Approve the Special Event Application allowing VegMichigan Fall Food & Fun Night to be held on Saturday, Sept. 12 from 5 – 9 p.m. in Riley Park and the Sundquist Pavilion.

<u>Background:</u> Tom Progar applied to host VegMichigan Fall Food & Fun Night in Riley Park on Sunday Sept. 12 from 5-9 p.m. He requested the same lot closures used for the Farmer Market.

The event has become annual and began in 2019. At that time, Public Services and Public Safety met with Tom to ensure everything be well managed. It was a successful, well-received event.

This will be a small event with only 11 vendors. We will charge the vendors the same as we charge the Farmers Market vendors, which is $40 each for the day.

Tom has invited surrounding businesses to participate, including Neu Kombucha.

<u>Materials:</u> Application, Event Map

Event Name: VegMichigan Fall Food & Fun Night

Date: Saturday, September 12 (5-9)

Location: Riley Park & Sundquist Pavilion

CITY USE ONLY

Approval Needed:
- ☐ City Manager
- ☐ City Council

- ☐ Approved
- ☐ Denied

The City of FARMINGTON Founded 1824

City of Farmington Special Event Application

This application is for events in the City of Farmington that will bring in more than 25 people. Complete this application in accordance with the city of Farmington's Special Events Policy and return it to the City Manager's Office at least 30 days prior to the starting date of the event. If your event is approved, you will receive a written confirmation of approval.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of myself or the sponsoring organization, the following:

a. For public events, a certificate of insurance and endorsement must be provided naming the City of Farmington as additional insured. See Parks Reservation, Facility Use, and Special Events Policy, page 19, item J, for specific requirements and limits.
b. If the event includes solicitation by workers standing in street intersections, the required safety precautions will be maintained at all times in accordance with the Department of Public Safety. Reference the Parks Reservation, Facility Use, and Special Events Policy, page 20, item K.
c. All food vendors must be approved by the Oakland County Health Department and follow all required health regulations. Each food vendor must provide the City with a Certificate of Insurance as well as an endorsement naming the City of Farmington as additional insured. Form CG 20 26 or its equivalent is recommended. See Parks Reservation, Facility Use, and Special Events Policy, page 20, item M for more details.
d. The approval of this special event may include additional requirements and/or limitations based on the city's review of this application, and in accordance with the city's Parks Reservation, Facility Use, and Special Events Policy. The event will be operated in conformance with the written confirmation of approval. See Parks Reservation, Facility Use, and Special Events Policy, page 21, item Q.
e. The sponsoring organization may provide a security deposit for the estimated fees as may be required by the city and will promptly pay any billing for city services which may be rendered. See Parks Reservation, Facility Use, and Special Events Policy, page 17, items E and F.

To the fullest extent permitted by law, the individual or sponsoring organization assume(s) all risks and agrees to defend, pay on behalf of, indemnify, and hold harmless, the City of Farmington, including all of its elected and appointed officials, all employees and volunteers, against any and all claims, demands, suits, or loss, including all costs connected therewith, including but not limited to attorney fees, and for any damages which maybe asserted, claimed, or recovered against or from the City of Farmington, by reason of personal injury, including bodily injury or death, and/or property damage, including loss of use thereof, which arise out of your actions during this event.

As the duly authorized individual or agent of the sponsoring organization, I hereby apply for approval of this special event, affirm the above understandings, and agree that I (or the sponsoring organization) will comply with the city's Parks Reservation, Facility Use, and Special Events Policy, the terms of the Written Confirmation of Approval and all other city requirements, ordinances and other laws which apply to this special event.

6/24/2026
Date

Thomas C P
Signature

RETURN THIS APPLICATION AT LEAST THIRTY (30) DAYS PRIOR TO THE FIRST DAY OF THE EVENT TO:

City Manager's Office
23600 Liberty Street
Farmington, MI 48336

Phone: 248-699-5121

Failure to provide the above items shall result in cancellation of the event. The city shall not be liable for any cost incurred.

Sponsoring Individual/Organization's Name: Veg Michigan

Individual/Organization Phone: 248-867-2155

Individual/Organization Address: 33900 W. 8 Mile Rd, Farmington Hills 48335

Event Contact: Tom Progar Phone: 248-867-2155

Contact's Title: President E-mail: tom@vegmichigan.org

Address: 33900 W. 8 Mile Rd, Farmington Hills, 48335

Event Name: Fall Food + Fun Night

Event Date & Time: September 12 (5-9pm) 2026

Event Location: Riley Park + Sundquist Pavilion

Type of Event:

- ◯ Sponsored/City Operated
- ◯ Wedding
- ☒ Non-Profit
- ◯ For Profit
- ◯ Video or Film Production
- ◯ Running Event
- ◯ Block Party
- ◯ Other (describe)

Event Purpose: Fun evening out, promote plant-based eating

Number of People Expected: 1,000

Estimated Time of Setup: 3:30 - 5pm

Estimated Time of Cleanup: 9-10 pm

Crowd Control Plans:

Volunteers directing people to the event

Sidewalk use? ○ YES ☒ NO

If yes, describe sidewalk use:

Reserved Parking: Are you requesting exempt Parking? (See Policy Section 5)

☒ YES ○ NO

If yes, list the lots or locations where parking is requested:

Parking infront of Sundquist Pavilion (see attached photo)

Will street closures be necessary? ○ YES ☒ NO

If yes, describe, include times:

Will music be provided? ☒ YES ☐ NO

Are any of the following proposed in event area?

Booths	☒ YES	☐ NO	Quantity: 1
Tents/Canopies*	☒ YES	☐ NO	Quantity: 3
Tables	☒ YES	☐ NO	Quantity: 15
Portable Toilets	☐ YES	☒ NO	Quantity:
Food Vending	☒ YES	☐ NO	Quantity: 10
Other Vendors	☒ YES	☐ NO	Quantity: 1

Other (describe)

We will have a total of 10 Food vendors and our VegMichigan table.

*Tent area is only permitted to cover a 40x40 space.

If yes to food vendors, concessions, and/or other vendors, please list all of the vendors by vendor name, refer to Policy Section IV.2.N for license and insurance requirements:

Vegano Italiano, Earthen Jar, Neu Kombucha
Zella's Bakery, Radical Plants,
(will share updated vendor list
as vendors sign up)

If mobile food vending is proposed as part of an activity that also requires a special event permit, no additional or separate mobile food vending permit shall be required as stated in the City Code of Ordinances (Appendix A in policy).

Please include event map. If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

☒ I have invited local businesses to participate.
Those invited include: New Kombucha, Fresh Thyme Market, Chocolate Chipped Bakery, Masa Mexican Street Food

Event Signs: Will this event include the use of signs ◯ YES ☒ NO

If yes, refer to Policy Section 8 for requirements and describe the size and location of your proposed signs. All signage must be approved by the City Manager's Office.

Event Cost Worksheet

	Cost	Quantity	Total
Park usage fee			
Public Safety Assistance			
Public Services Assistance			
Cones			
Additional Barricades			
Additional Trash Barrels		2	2
Other			
Total			0

Assistance from Public Services or Public Safety is $65/hour with a minimum of two hours. The Public Services fee includes four trash barrels and four barricades. If additional equipment is needed, the fee will be determined by Public Services. Equipment is limited to cones, barricades and trash barrels.

Checks can be dropped off or mailed to the City Manager's Office at Farmington City Hall: 23600 Liberty Street, Farmington, MI 48335. Make checks payable to the "City of Farmington." There is a processing fee for credit cards payments. Credit card payments must be made at City Hall, we do not take credit card information via the phone.


VEGMICHIGAN'S
FALL FOOD & FUN NIGHT
2026 MAP
GAMES
SEATING AREA
RESTROOMS
MUSIC
FIRE PIT
FOOD VENDORS

Farmington City Council **Staff Report**	**Council Meeting** **Date:** August 13, 2026	**Reference Number** **4F**
Submitted by: Melissa Andrade		

Description Special Event Request for American Legion Groves-Walker Post 346, Patriot Day Ceremony

Consent Agenda Approve special event request for the American Legion Groves-Walker Post 346 to hold the community's annual Patriot Day Ceremony, Friday, September 11, 2026 from 6 – 7:30 p.m. in Riley Park and the Sundquist Pavilion.

Background

The City received a special event request from Dan Jenkins of the American Legion Groves Walker Post 346 for a Patriot Day, 9-11 Memorial Service. The service is scheduled Friday, September 11, 2026, from 6 – 7:30 p.m. at the Sundquist Farmington Pavilion and will be held in memory and recognition of those who lost their lives during this tragic time.

Material: Special Event Application

Event Name: Patriot Day

Date: September 11, 2026

Location: Riley Park

CITY USE ONLY

Approval Needed:
- ☐ City Manager
- ☐ City Council

- ☐ Approved
- ☐ Denied

The City of Founded 1824

FARMINGTON

City of Farmington Special Event Application

This application is for events in the City of Farmington that will bring in more than 25 people. Complete this application in accordance with the city of Farmington's Special Events Policy and return it to the City Manager's Office at least 30 days prior to the starting date of the event. If your event is approved, you will receive a written confirmation of approval.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of myself or the sponsoring organization, the following:

a. For public events, a certificate of insurance and endorsement must be provided naming the City of Farmington as additional insured. See Parks Reservation, Facility Use, and Special Events Policy, page 19, item J, for specific requirements and limits.
b. If the event includes solicitation by workers standing in street intersections, the required safety precautions will be maintained at all times in accordance with the Department of Public Safety. Reference the Parks Reservation, Facility Use, and Special Events Policy, page 20, item K.
c. All food vendors must be approved by the Oakland County Health Department and follow all required health regulations. Each food vendor must provide the City with a Certificate of Insurance as well as an endorsement naming the City of Farmington as additional insured. Form CG 20 26 or its equivalent is recommended. See Parks Reservation, Facility Use, and Special Events Policy, page 20, item M for more details.
d. The approval of this special event may include additional requirements and/or limitations based on the city's review of this application, and in accordance with the city's Parks Reservation, Facility Use, and Special Events Policy. The event will be operated in conformance with the written confirmation of approval. See Parks Reservation, Facility Use, and Special Events Policy, page 21, item Q.
e. The sponsoring organization may provide a security deposit for the estimated fees as may be required by the city and will promptly pay any billing for city services which may be rendered. See Parks Reservation, Facility Use, and Special Events Policy, page 17, items E and F.

To the fullest extent permitted by law, the individual or sponsoring organization assume(s) all risks and agrees to defend, pay on behalf of, indemnify, and hold harmless, the City of Farmington, including all of its elected and appointed officials, all employees and volunteers, against any and all claims, demands, suits, or loss, including all costs connected therewith, including but not limited to attorney fees, and for any damages which maybe asserted, claimed, or recovered against or from the City of Farmington, by reason of personal injury, including bodily injury or death, and/or property damage, including loss of use thereof, which arise out of your actions during this event.

As the duly authorized individual or agent of the sponsoring organization, I hereby apply for approval of this special event, affirm the above understandings, and agree that I (or the sponsoring organization) will comply with the city's Parks Reservation, Facility Use, and Special Events Policy, the terms of the Written Confirmation of Approval and all other city requirements, ordinances and other laws which apply to this special event.

Aug 5, 2026

Date

Signature

RETURN THIS APPLICATION AT LEAST THIRTY (30) DAYS PRIOR TO THE FIRST DAY OF THE EVENT TO:

City Manager's Office
23600 Liberty Street
Farmington, MI 48336

Phone: 248-699-5121

Failure to provide the above items shall result in cancellation of the event. The city shall not be liable for any cost incurred.

Sponsoring Individual/Organization's Name: Groves Walker American Legion Post 346

Individual/Organization Phone: Dan Jenkins/248-752-4864

Individual/Organization Address: 21023 Farmington Hills, Mi 48336

Event Contact: Dan Jenkins Phone: 248-752-4864

Contact's Title: Commander E-mail: commanderpost346@yahoo.com

Address: 25471 southwick Redford, MI 48240

Event Name: Patriot Day

Event Date & Time: Friday, Sept 11, 2026

Event Location: Riley Park

Type of Event:

- ○ Sponsored/City Operated
- ○ Wedding
- ◉ Non-Profit
- ○ For Profit
- ○ Video or Film Production
- ○ Running Event
- ○ Block Party
- ○ Other (describe)

Event Purpose: To honor our local heros and tribute to those that died

Number of People Expected: 50

Estimated Time of Setup: 5:45pm

Estimated Time of Cleanup: 7:30pm

Crowd Control Plans:

Sidewalk use? ○ YES ◉ NO

If yes, describe sidewalk use:

Reserved Parking: Are you requesting exempt Parking? (See Policy Section 5)

◉ YES ○ NO

If yes, list the lots or locations where parking is requested:

2-3 spots alongside Riley Park for loading/unloading that are not restricted to time

Will street closures be necessary? ○ YES ◉ NO

If yes, describe, include times:

Will music be provided? ○ YES ◉ NO

Are any of the following proposed in event area?

Booths	○ YES	◉ NO	Quantity:
Tents/Canopies*	○ YES	◉ NO	Quantity:
Tables	○ YES	◉ NO	Quantity:
Portable Toilets	○ YES	◉ NO	Quantity:
Food Vending	○ YES	◉ NO	Quantity:
Other Vendors	○ YES	○ NO	Quantity:

Other (describe)

*Tent area is only permitted to cover a 40x40 space.

If yes to food vendors, concessions, and/or other vendors, please list all of the vendors by vendor name, refer to Policy Section IV.2.N for license and insurance requirements:

____

____

____

____

**If mobile food vending is proposed as part of an activity that also requires a special event permit, no additional or separate mobile food vending permit shall be required as stated in the City Code of Ordinances (Appendix A in policy).*

Please include event map. If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

☐ I have invited local businesses to participate.
Those invited include: ______________________________

____

____

Event Signs: Will this event include the use of signs ◯ YES ◉ NO

If yes, refer to Policy Section 8 for requirements and describe the size and location of your proposed signs. All signage must be approved by the City Manager's Office.

Event Cost Worksheet

	Cost	Quantity	Total
Park usage fee	0		
Public Safety Assistance	0		
Public Services Assistance	0		
Cones	0		
Additional Barricades	0		
Additional Trash Barrels	0		
Other	0		
Total	0		0

Assistance from Public Services or Public Safety is $65/hour with a minimum of two hours. The Public Services fee includes four trash barrels and four barricades. If additional equipment is needed, the fee will be determined by Public Services. Equipment is limited to cones, barricades and trash barrels.

Checks can be dropped off or mailed to the City Manager's Office at Farmington City Hall: 23600 Liberty Street, Farmington, MI 48335. Make checks payable to the "City of Farmington." There is a processing fee for credit cards payments. Credit card payments must be made at City Hall, we do not take credit card information via the phone.

Farmington Staff Report	Study Session Date: August 17,2026	Reference Number 7A

Submitted by: Bob Houhanisin, Director of Public Safety

Description Electric Bicycles

Motion No Motion at this time

Background

The Michigan Vehicle Code authorizes municipalities to adopt an ordinance regulating electric bicycles

Several municipalities, including the City of Farmington, have experienced potentially dangerous situations with individuals riding electric bicycles.

On June 15, 2026 during a Study Session, Council had a preliminary discussion about the possibility of regulating electric bicycles.

City Council indicated it may be interested in regulating electric bicycles in City parks and/or on sidewalks within the downtown area or throughout the City.

Materials: Letter from Assistant City Attorney re: options for addressing electric bicycles

JOELLEN SHORTLEY
jshortley@rsjalaw.com

27555 Executive Drive, Suite 250
Farmington Hills, Michigan 48331
P 248.489.4100 | F 248.489.1726
rsjalaw.com

ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

PRIVILEDGED AND CONFIDENTIAL
MEMORANDUM

TO: **Bob Houhanisin, Director Public Safety**

FROM: Joellen Shortley, City Assistant Attorney

DATE: August 12, 2026

SUBJECT: **Revised Options for City Regulation or Non-Regulation of Electric Bicycles**

You asked for options to potentially address the use of electric bicycles within the City of Farmington.

1. **Regulate Under the Michigan Vehicle Code, 1949 PA 300 ("MVC"):** In my prior Memo to you dated June 11, 2026, I advised that the City could regulate electric bicycles under the MVC without adopting an ordinance. After further review, my opinion is that the City will need to regulate by ordinance if it wishes to restrict the operation of electric bicycles on sidewalks.
2. **Regulation by Ordinance:** Section 257.662a(7) provides that a city may regulate the operation of electric bicycles within its jurisdiction. Before prohibiting, authorizing or regulating the use of electric bicycles, the City is required to hold a public hearing. MCL 257.662a(12). The MVC does not preempt City regulations of electric bicycles, thus allowing local ordinances that do not conflict with state law. Under this approach, the City could consider restricting the use of electric bicycles in certain heavy traffic areas in the downtown district or the speed limit permitted in certain areas. The City may also regulate the use of electric bicycles in its parks.
3. **Do Not Adopt an Ordinance:** There is no requirement for the City to regulate the use of electric bicycles. The City can wait to see if the number of incidents with electric bicycles decreases as riders become more experienced with these devices. The City may consider providing educational information explaining that electric bicycle riders are required to observe traffic signs and to encourage caution with their operation.

Please let me know if you have additional questions.

cc: Thomas Schultz, City Attorney

STATE OF MICHIGAN

COUNTY OF OAKLAND

CITY OF FARMINGTON

ORDINANCE NO. C-____-2026

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF FARMINGTON CHAPTER 21, "PARKS AND RECREATION", ARTICLE I- "IN GENERAL" AND ARTICLE II "RULES AND REGULATIONS", SECTION 21-32 "ADDITIONAL RULES" AND CHAPTER 31, "MOTOR VEHICLE AND UNIFORM TRAFFIC CODES,", ARTICLE I "IN GENERAL", AND ARTICLE II "MOTOR VEHICLE AND UNIFORM TRAFFIC CODES", DIVISION 3, "ADDITIONAL REGULATIONS", SECTIONS 31-67 AND 31-68 PERTAINING TO BICYCLES

THE CITY OF FARMINGTON ORDAINS:

Section 1 of Ordinance. Ordinance Amendment.

The Farmington City Code, Chapter 21, "Parks and Recreation", Article I "In General, shall be amended add a new section 21-1 Definitions to read as follows:

Article I-IN GENERAL

Sec. 21-1 Definitions:

Bicycle means a device propelled by human power upon which a person may ride, having either 2 or 3 wheels in tandem or tricycle arrangement, all of which are over 14 inches in diameter.

Electric bicycle means a device upon which an individual may ride that satisfies all of the following:

(a) The device is equipped with all of the following:

(i) A seat or saddle for use by the rider.

(ii) Fully operable pedals for human propulsion.

(iii) An electric motor of not greater than 750 watts.

(b) The device falls within 1 of the following categories:

(i) *Class 1 electric bicycle* means an electric bicycle that is equipped with an electric motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the electric bicycle reaches a speed of 20 miles per hour.

(ii) *Class 2 electric bicycle* means an electric bicycle that is equipped with a motor that propels the electric bicycle to a speed of no more than 20 miles per hour, whether the rider is pedaling or not, and that disengages or ceases to function when the brakes are applied.

(iii) *Class 3 electric bicycle* means an electric bicycle that is equipped with a motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the electric bicycle reaches a speed of 28 miles per hour.

Electric bicycle does not include an e-moto bicycle, which is a high-powered moped like device (has an engine of 100ccs or less with no gear shifting with a maximum speed of 30 mph) or motorcycle like device.

Electric personal assistive mobility device means a self-balancing non-tandem 2-wheeled device, designed to transport only 1 person at a time having an electric propulsion system with average power or 750 watts or 1 horsepower and a maximum speed on a paved surface of not more than 15 miles per hour.

Section 2 of Ordinance. Ordinance Amendment.

The Farmington City Code, Chapter 21, "Parks and Recreation", Article II "Rules and Regulations", shall be amended move the current wording in section 21-32 to a new section 21-33, replace the current section 21-32 with new language relating to the use of electric bicycles and adding a new section 21-3 to read as follows:

Sec. 21-32 Electric Bicycles Prohibited

It shall be unlawful to operate a class 1, class 2 or class 3 electric bicycle or e-moto/ high-powered moped like device in a park. Nothing in this article shall prohibit a person from using an electric personal mobility device related to a disability, in any park.

Sec. 21-33. - Additional rules.

The city manager is hereby empowered to make such rules and regulations subject to the approval of the council, pertaining to the conduct and use of parks and public grounds as are necessary to administer the same and to protect public property and the safety, health and welfare of the public. No person shall fail to comply with such rules and regulations.

Sec. 21-34 Violations

Violations of this Article shall be a _______________.

Section 3 of Ordinance. Ordinance Amendment.

The Farmington City Code, Chapter 31, "Traffic and Motor Vehicles", Article I "In General, shall be amended add a new section 31-1 Definitions to read as follows:

Article I-IN GENERAL

Sec. 31-1 Definitions:

Bicycle means a device propelled by human power upon which a person may ride, having either 2 or 3 wheels in tandem or tricycle arrangement, all of which are over 14 inches in diameter.

Downtown area means the area bounded by___________

Electric bicycle means a device upon which an individual may ride that satisfies all of the following:

(a) The device is equipped with all of the following:

(i) A seat or saddle for use by the rider.

(ii) Fully operable pedals for human propulsion.

(iii) An electric motor of not greater than 750 watts.

(b) The device falls within 1 of the following categories:

(i) *Class 1 electric bicycle* means an electric bicycle that is equipped with an electric motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the electric bicycle reaches a speed of 20 miles per hour.

(ii) *Class 2 electric bicycle* means an electric bicycle that is equipped with a motor that propels the electric bicycle to a speed of no more than 20 miles per hour, whether the rider is pedaling or not, and that disengages or ceases to function when the brakes are applied.

(iii) *Class 3 electric bicycle* means an electric bicycle that is equipped with a motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the electric bicycle reaches a speed of 28 miles per hour.

Electric bicycle does not include an *e-moto bicycle*, which is a high-powered moped like device (has an engine of 100ccs or less with no gear shifting with a maximum speed of 30 mph) or motorcycle like device.

Electric personal assistive mobility device means a self-balancing non-tandem 2-wheeled device, designed to transport only 1 person at a time having an electric propulsion system with average power or 750 watts or 1 horsepower and a maximum speed on a paved surface of not more than 15 miles per hour.

Electric skateboard and *electric scooter* mean a wheeled device that has a floorboard designed to be stood upon when riding that is no more than 60 inches long and 18 inches wide, is designed to transport only 1 person at a time, has an electronic propulsion system with power of no more than 2,500 watts, and has a maximum speed on a paved level surface of no more than 25 miles per hour. An electric skateboard or electric scooter may have handlebars and, in addition to having an electrical propulsion system with power of no more than 2,500 watts, may be designed to also be powered by human propulsion.

Traffic Control Device means signs, signals, markings, and devices consistent with the Michigan Vehicle Code, placed or erected by the City or other public body having jurisdiction, for the purpose of regulating, warning, or guiding traffic. This includes, but is not limited to, sandwich board signs, painted markings on sidewalks, fixed signage placed throughout the downtown area, and other traffic control devices authorized by law.

Section 4 of Ordinance. Ordinance Amendment.

The Farmington City Code, Chapter 31, "Traffic and Motor Vehicles", Article II "Motor Vehicles and Uniform Traffic Codes", Division 3 "Additional Regulations" , shall be amended to remove the current wording in Section 31-67 "Bicycle License Required" to replace it with the wording below and to remove the current wording in Section 31-68 "Bicycle Dealers" to replace it with the wording below read as follows:

Article I- MOTOR VEHICLE AND UNIFORM TRAFFIC CODES, DIVISION 3 ADDTIOINAL REGULATIONS

Sec. 31-67 : Areas Prohibited from riding Bicycles and Electric Bicycles and Electric Skateboards/scooters

(a) No person shall ride a bicycle or electric skateboard/scooter in the downtown area and in any other area designated by the city manager and indicated by a traffic control device.
(b) No person shall ride an electric bicycle upon a sidewalk or in the downtown area or any other area designated by the city manager and indicated by a traffic control device.
(c) The city manager is hereby authorized to erect signs and traffic control devices in the downtown area and on any publicly owned parking area, street, sidewalk, parking structure, parking lot, or other public property prohibiting the riding of bicycles, electric bicycles and electric skateboards/scooters thereon. These prohibitions are intended to ensure pedestrian safety.
(d) A person who violates sections 31-67(a) shall be responsible for a municipal civil infraction. A person who violates section 31-67(b) shall be responsible for a misdemeanor.

Sec. 31-68 Use of Bicycles and Electric Bicycles

(a) When a User is operating or riding a bicycle upon a sidewalk or trail, he or she shall give an audible warning either verbally, by bell, or other suitable warning device to pedestrians and other lawful users of the sidewalk or trail. Such signal shall be given a reasonable distance before overtaking or passing by such pedestrian or other lawful user of the sidewalk or trail.
(b) When any User operating or riding a bicycle upon a sidewalk and is approaching an intersecting street or roadway, he or she shall slow down to a speed which will permit him or her to stop prior to entering the intersection, and shall make such reasonable observations as will enable him or her under the existing conditions of the sidewalk, the weather, the visibility and any other conditions then existing to yield the right-of-way and he or she shall yield the right-of-way to traffic on the intersecting street or roadway prior to entering the intersecting street or roadway.
(c) When any User is operating or riding a bicycle or electric bicycle upon a street he or she shall obey all traffic control devices and signs posted thereon.
(d) *Lights.* A bicycle or electric bicycle being operated on a roadway between one-half (½) hour after sunset and one-half (½) hour before sunrise shall be equipped with a lamp on the front which shall emit a white light visible from a distance of at least five hundred (500) feet to the front and with a red reflector on the rear which shall be visible from all

distances from one hundred (100) feet to six hundred (600) feet to the rear when directly in front of lawful lower beams of head lamps on a motor vehicle. A lamp emitting a red light visible from a distance of five hundred (500) feet to the rear may be used in addition to the red reflector.

(e) *Brakes.* Every bicycle or electric bicycle shall be equipped with a brake which will enable the User to make the braked wheel skid on dry, level, clean pavement.

(f) No User shall operate his or her bicycle or electric bicycle in a manner or at a speed greater than is reasonable and proper under the conditions then existing, or at speed greater than will permit him or her to bring his or her bicycle or electric bicycle to a stop within the assured clear distance ahead.

(g) When any User is riding a bicycle or electric bicycle within the city and the bicycle or electric bicycle is involved in an accident resulting in injury or death to a person or damage to property, the User shall within twenty-four (24) hours report the accident to a Police Officer or personally report the accident to the Public Safety Department at the Information Desk at Police Headquarters.

<u>Section 5 of Ordinance. Severability.</u>

If any section, clause, or provision of this ordinance shall be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

<u>Section 6 of Ordinance. Repealer</u>

All other ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

<u>Section 7 of Ordinance. Effective Date.</u>

This amendatory ordinance shall be effective 10 days after adoption by the City Council and after publication as provided by the Charter of the City of Farmington.

Ayes:
Nays:
Abstentions:
Absent:

STATE OF MICHIGAN)
)ss.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Farmington, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the ordinance adopted by the City Council of the City of Farmington at a meeting held of the ____ day of ______________, 2026, the original of which is on file in my office.

DRAFT

____
Meaghan Bachman, City Clerk
City of Farmington

DRAFT

Farmington City Council **Staff Report**	**Council Meeting** **Date:** August 17, 2026	**Item Number 7B**

Submitted by: David Murphy, City Manager

Agenda Topic:
First reading of amendments to Chapter 35, Article 7, Section 35-105, Article 14, Sec. 36-172 and Article 21, Sec. 35-252 of the Zoning Ordinance. These amendments are intended to modify certain parking requirements and to include a definition of "gross usable area".

Proposed Motion:
Move to approve the first reading of amendments to Chapter 35, Article 7, Section 35-105, Article 14, Sec. 36-172 and Article 21, Sec. 35-252 of the Zoning Ordinance.

Background:
This item is the first reading to consider amendments to the existing provisions of Chapter 35 of the Code of Ordinances. The City contracted with OHM to conduct a Parking Best Practices Analysis and Downtown
Farmington Parking Study. This analysis included reviewing the parking industry's best practices and regional minimum and maximum requirements and comparing those with the City of Farmington's parking requirements for multi-family developments, and typical downtown commercial land uses, and mixed-use shared parking.

The Best Practices Analysis was presented to the Parking Committee and DDA, and the Parking Committee made the following motion: Move to accept the results of a Parking Best Practices Analysis Performed by OHM with adjustments, and to recommend to the Planning Commission and City Council that the following changes be made to the zoning ordinance for parking requirements in the Central Business District:

1. For general office, decrease the requirement from 1 per 250 square feet to 1 space per 300 square feet.
2. For multi-family residential, decrease the requirement from 2 spaces per dwelling unit (1.5 per dwelling unit where on-street parking is provided for) to 1 space for efficiency and 1 bedroom (becomes .5 space per dwelling unit for efficiency and 1 bedroom where public parking is available), and 1.5 spaces for 2 or more bedrooms (becomes 1 space per dwelling unit for 2 or more bedrooms where public parking is available).
3. Change Gross Floor Area to Gross Leasable Area

The motion was carried unanimously.

The Planning Commission held a public meeting at the July 13, 2026, meeting and made a motion to recommend approval of all the proposed amendments to Chapter 35, Article 7, Section 35-105, Article 14, Sec. 36-172 and Article 21, Sec. 35-252 to City Council. The motion was carried unanimously.

Materials:
Red-line version of Chapter 35, Article 7, Sec. 35-105, Article 14, Sec. 36-172 and Article 21, Sec. 35-252.

STATE OF MICHIGAN

COUNTY OF OAKLAND

CITY OF FARMINGTON

ORDINANCE NO. C-____-2026

AN ORDINANCE TO AMEND THE CITY OF FARMINGTON ZONING ORDINANCE, ARTICLE 7, "CBD CENTRAL BUSINESS, C-2 COMMUNITY COMMERCIAL, C-3 GENERAL COMMERCIAL AND RO REDEVELOPMENT OVERLAY DISTRICT," SECTION 35-105, "CENTRAL BUSINESS DISTRICT—RESIDENTIAL DESIGN STANDARDS," SUBSECTION D, "PARKING," IN ORDER TO MODIFY CERTAIN PARKING REQUIREMENTS; ARTICLE 14, "OFF-STREET PARKING AND LOADING STANDARDS AND ACCESS DESIGN," SECTION 36-172, "OFF-STREET PARKING REQUIREMENTS BY USE," IN ORDER TO MODIFY PARKING REQUIREMENTS IN THE CBD DISTRICT AS TO GROSS LEASEABLE AREA AND REQUIREMENTS FOR MULTIPLE-FAMILY DWELLINGS; AND TO AMEND ARTICLE 21, "DEFINITIONS," SEC. 35-252, "DEFINITIONS," IN ORDER TO REVISE THE DEFINITION OF GROSS LEASEABLE AREA AND ADD A DEFINITION OF GROSS USABLE AREA.

THE CITY OF FARMINGTON ORDAINS:

Section 1 of Ordinance. Ordinance Amendment.

Chapter 35, "Zoning," Article 7, "CBD Central Business, C2 Community Commercial, C3 General Commercial and RO Redevelopment Overlay Districts," Section 35-105, "Central Business District-Residential Design Standards," of the City of Farmington Code of Ordinances is hereby amended to read as follows:

Sec. 35-105. Central Business District—Residential Design Standards.

The regulations of this section shall apply to buildings and sites that contain only residential and residential accessory uses. Mixed-use developments with residential uses above commercial uses must comply with section 35-104. Any new residential development in the CBD that requires planning commission or council approval under Article 13, Site Plan Review, shall be first reviewed by the DDA design committee prior to being placed on the agenda for review by the planning commission. The DDA design committee shall review the site plan and building architecture for compliance with the requirements of this section and provide a recommendation to the planning commission.

A.-C. [Unchanged]

D. *Parking.*

1. Shall meet the requirements of Article 14, Off-Street Parking and Loading Standards and Access Design. The planning commission may reduce the number of parking spaces required to one (1) per dwelling unit for units with two or more bedrooms and a half (.5) space per dwelling unit for efficiency and one-bedroom units, where on-street parking is provided for guest parking at the rate of one-half (0.5) spaces per dwelling unit.

2. Parking shall not be permitted between the front of the building containing the pedestrian entrance and the front lot line. Off-street parking shall be to the side or rear of the building. Where side yard parking is visible from the street, a streetwall shall be provided consisting of a picket fence, ornamental wrought iron fence, a brick wall or a continuous evergreen hedge.

E. [Unchanged]

Section 2 of Ordinance. Ordinance Amendment.

Chapter 35, "Zoning," Article 14, "Off-Street Parking and Loading Standards and Access Design," Section 35-172, "Off-Street Parking Requirements by Use," of the City of Farmington Code of Ordinances is hereby amended to read as follows:

Sec. 35-172. Off-Street Parking Requirements by Use.

A. *Similar Uses.* For uses not specifically mentioned in the following table, off-street parking requirements shall be in accordance with a similar use, as determined by the planning commission, or based on a number supported by national parking generation studies.

B. *Fractional Spaces.* When the number of required parking spaces result in a fractional space, any fraction up to and including one-quarter (¼) shall be disregarded and fractions over one-quarter (¼) shall require one (1) parking space.

C. *Bench Seating.* In calculating bench seating for places of assembly, each twenty-four (24) inches of benches, pews or other such seating, shall be counted as one (1) seat.

D. *Employees.* Where the number of spaces required is based on the number of employees, calculations shall be based upon the maximum number of employees likely to be on the premises at any one (1) time and may include overlap of employees during shift changes.

E. *Usable Floor Area.*

1. For the purpose of computing the number of parking spaces required, usable floor area (UFA) shall govern, based on a floor plan submitted as part of the site plan application.

2. Usable floor area (UFA) is defined as that area to be used for the sale of merchandise or services, or for use to serve patrons, clients, or customers. Such floor area which is used or intended to be used principally for the storage or processing of merchandise, hallways, stairways, and elevator shafts, or for utilities for sanitary facilities, shall be excluded from this computation of useable floor area. Usable floor area shall be measured from the interior faces of the exterior walls, and total usable floor area for a building shall include the sum of the usable floor area for all floors.

F.-H [Unchanged]

I. *Reduction or Modification of Required Spaces.* The required number of spaces in the tables that follow may be reduced or modified by the planning commission under the following circumstances:

1. Shared parking by multiple uses where there will be a high proportion of multipurpose visits or uses have peak parking demands during differing times of the day or days of the week. Pedestrian connections shall be maintained between the uses. Where uses are on separate lots, the lots shall be adjacent, pedestrian, and vehicular connections shall be maintained between the lots and shared parking agreements shall be filed with the county register of deeds and the city.

2. Convenient municipal off-street parking is available to meet peak time parking demands of the use. The city council may require payment of offset acquisition, construction and maintenance costs.

3. The number of required spaces may be reduced in consideration of available curbside spaces within a convenient walking distance, but not those located fronting a residential use.

4. Expectation of walk-in trade due to sidewalk connections to adjacent residential neighborhoods or employment centers. The site design shall incorporate pedestrian connections to the site and on-site pedestrian circulation providing safe and convenient access to the building entrance.

5. Availability of other forms of travel such as transit. The planning commission may require the site design incorporate transit stops, pedestrian connections to nearby transit stops or bicycle parking facilities.

6. Where the applicant has provided a parking study, conducted by a qualified traffic engineer, that demonstrates that another standard would be more appropriate based on actual number of employees, expected level of customer traffic or actual counts at a similar establishment. The planning commission may require a parking study to document that any one (1) of the criteria 1. through 5., above, will be met.

RESIDENTIAL	
Single-Family and Two-Family Dwellings	2 spaces per dwelling unit

Multiple-Family Dwellings	2 spaces per dwelling unit. In the CBD District: 1 space for efficiency and one bedroom units, and 1.5 spaces for two or more bedrooms * Visitor parking shall be distributed throughout the site and in addition to driveways or resident assigned parking
Senior Housing	1.5 spaces per unit
Bed and Breakfast Inns	2 spaces for the owners of the bed and breakfast plus 1 space per guest room
INSTITUTIONAL	
Public and Quasi-Public Institutional Buildings, Structures and Uses with Fixed Seats	1 space per 3 seats of permitted capacity or 6 feet of bleachers, whichever is greater
Public and Quasi-Public Institutional Buildings, Structures and Uses Without Fixed Seats	10 spaces per 1,000 square feet of usable floor area
Essential Public Service Buildings	1 space per employee
Churches, Temples and Similar Places of Worship and Related Establishments	1 space per 2 seats or 4 feet of pews in the main unit of worship, plus any additional spaces needed for accessory uses such as day care, school, recreation facilities and other activities An operations plan shall be submitted to support the amount of parking provided
Adult and Child Care Facilities	2 spaces plus 1 additional space and one drop-off space per 8 adults or children of licensed authorized capacity
Elementary and Middle Schools	1 space per each instructor; plus 1 for each employee/administrator; plus spaces required for any assembly, auditorium and/or outdoor arena areas; plus a minimum of 10 pickup/drop-off spaces and any necessary waiting or loading area for school buses
High Schools, Colleges, Business, Vocational and Trade Schools	1 space per each instructor; plus 1 space per employee/administrator; plus 1 space per 4 students; plus spaces required for any assembly, auditorium and/or outdoor arena areas; plus a minimum of 10 pickup/drop-off spaces and any necessary waiting or loading areas for school buses
Assisted Living Facilities, Congregate Care, Convalescent Homes and Nursing Homes	1 space per each 4 beds or 2 rooms, whichever is less, plus 1 space for each employee during peak shift
BUSINESS AND COMMERCIAL	
Automobile Gasoline Station and Automobile Repair Facilities	1 space at each filling station; plus 2 exterior spaces per service bay; plus 1 space per employee at peak shift; plus 1 space per 500 square feet devoted to sales of retail goods; plus spaces required for any accessory uses (not to include vehicle fueling spaces located at the pump)
Automobile Wash Establishments (Automatic)	1 space per employee during peak shift; plus stacking spaces equal in number to 3 times the

	maximum capacity of the auto wash entering the wash plus two drying spaces
Automobile Wash Establishments (Self-Service)	2 waiting spaces per wash bay plus area for drying
Automobile and Vehicle Dealerships, New and Used	2.5 spaces per 1,000 square feet of interior sales area; plus 1.5 spaces per 1,000 square feet of exterior display; plus 3 spaces per service bay
Automobile Service/Maintenance Facilities	3 spaces per service bay
Banquet Facilities	1 space per 2 persons of capacity authorized by the Building Code or 15 spaces per 1,000 square feet of usable floor area, whichever is greater
Bars, Lounges or Other Similar Establishment Where the Majority of Sales Consist of Alcoholic Beverages	20 spaces per 1,000 square feet usable floor area
Beauty Salon or Barber Shop	2 spaces per chair or 1 space per 300 square feet of usable floor area, whichever is greater
Billiard Parlors, Roller or Ice Skating Rinks	1 space per 3 persons of capacity authorized by the Building Code
Conference Centers, Exhibit Halls and Similar Uses	1 space per 2 persons of capacity authorized by the building code or 10 spaces per 1,000 square feet usable floor area, whichever is greater
Convenience Store (With or Without Gasoline Service)	5 spaces per 1,000 square feet of usable floor area, plus spaces required for automobile service station or gasoline sales
Dry Cleaners	2 spaces per 1,000 square feet of usable floor area plus 2 stacking spaces for each drive-through lane
Funeral Homes and Mortuary Establishments	1 space per 50 square feet of service parlors, chapels and reception areas; plus 1 space per funeral vehicle stored on the premises
Garden Centers and Nurseries	1 space per 500 square feet of outdoor display, sales or storage area; plus 1 space per 200 square feet of indoor space; plus 1 space per employee.
General Commercial/Retail up to 25,000 Square Feet of Gross Floor Area	4 spaces per 1,000 square feet of usable floor area
General Commercial/Retail Greater than 25,000 Square Feet, such as Shopping Centers, Discount Store, Club Warehouses, Home Improvement Centers, Grocery Stores	4.5 spaces per 1,000 square feet of usable floor area. Parking for any restaurant outlots shall be provided separately.
Grocery Stores, Food Stores, Supermarkets and Convenience Stores	5 spaces per 1,000 square feet of usable floor area
Hotels and Motels	1 space per guest room; plus 1 space per 4 employees during peak shift; plus 10 spaces per 1,000 square feet of usable floor area of lounge, restaurant, conference, banquet rooms or exhibit space, if the majority of patrons are expected to be motel guests. If the restaurant or lounge is independent of the motel or hotel (i.e., with a separate exterior entrance and sign), the required spaces for restaurants and bars/lounges shall be provided

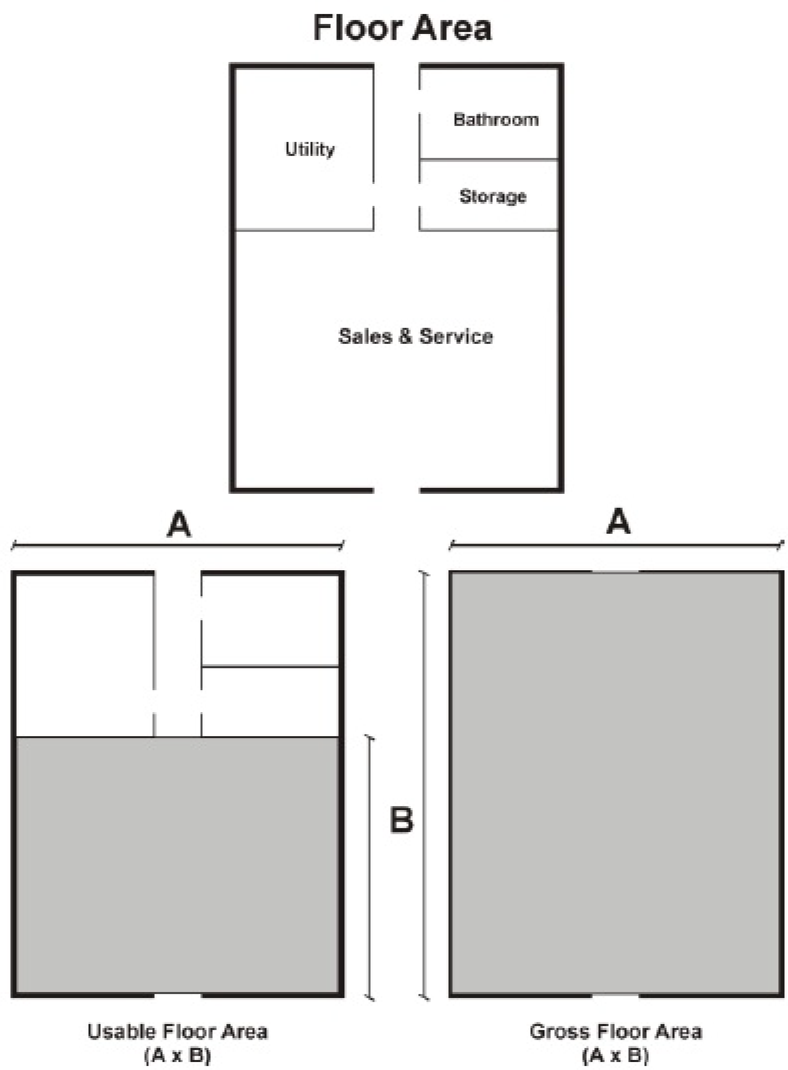
Kennels; Animal Grooming Establishments	5 spaces plus 1 space per employee
Laundromats	1 space per 2 machines
Lumber Stores	3 spaces per 1,000 square feet of usable floor area
Mini/Self-Storage Warehouse	3 spaces; plus 1 per each employee at peak shift
Oil Change Facility	3 spaces; plus 2 stacking spaces per service bay
Restaurant, Standard (which provides food delivered to tables or dining counters and only incidental carry-out service)	1 space per 3 seats
Restaurant/Tavern, with Lounges, Bars and Entertainment Facilities	1 space per 3 seats
Restaurant and Taverns With Outdoor Seating	1 space per table outdoors in addition to interior parking requirements
Carry-Out Restaurant	6 spaces per counter station
Drive-In Restaurants; Drive-Through; and Fast Food Restaurants	1 space per 3 seats; plus 10 drive-through stacking spaces from the location where orders are placed
Open Front Window Restaurant	1 space per 4 seats
Studios for Photography, Dance, Music, Art and Similar Uses	3 spaces per 1,000 square feet of usable floor area, plus 1 space per employee
Theaters (Indoor), Cinemas and Auditoriums	1 space per 3 seats or 6 feet of benches, whichever is greater
Veterinary Offices, Clinics and Hospitals;	4 spaces per 1,000 square feet of usable floor area, excluding kennels or boarding areas
Video Arcade	10 spaces per 1,000 square feet of usable floor area, and a minimum of 6 spaces
Video Rental Establishments	5 spaces per 1,000 square feet of usable floor area
OFFICE	
Banks, Credit Unions, and Similar Financial Institutions	5 spaces per 1,000 square feet of usable floor area, plus 4 stacking spaces for each drive-up teller
Banking Centers Separate from a Financial Institution (Including ATMs)	2 spaces per ATM machine
Business Offices and Service Establishments; Professional Offices and Service Establishments	1 spaces per 300 square feet of usable floor area
Hospitals	1.75 spaces per bed; plus 1 space per 175 square feet of office, research or other related uses, plus spaces for outpatient uses
Outpatient Care Centers, Urgent Care Facilities or Other Similar Uses	2 spaces per exam or outpatient procedure/operating room; plus 1 space for laboratory or recovery room; plus 1 space for each 2 rooms for employee parking
Medical and Dental Offices and Clinics	5 spaces per 1,000 square feet of usable floor area
INDUSTRIAL	
General Industrial Facilities; Heavy Industrial Facilities	5 spaces plus spaces required for any sales area or office; plus 1 space for each corporate vehicle; plus 2 spaces per 1,000 square feet of usable floor area or 1.2 spaces per employee during peak shift, whichever is greater
Light Industrial Facilities, Manufacturing, Testing Labs and Research and Development Centers	5 spaces plus spaces required for any sales area or office; plus 1 space for each corporate vehicle; plus 2 spaces per 1,000 square feet of usable floor

	area or 1.2 spaces per employee during peak shift, whichever is greater
Wholesale/Warehousing	5 spaces plus spaces required for any sales area or office; plus 1 space per 1,700 square feet of usable floor area or 1 space per each employee during the largest working shift, whichever is greater
Self-Storage Facilities	1 space for each 20 storage units plus 2 spaces for manager's residence
RECREATION	
Batting Cage	3 spaces per cage
Bowling Alley	4 spaces per lane plus 25% of the required parking for any lounge area
Commercial Outdoor Recreation Centers Not Specified Elsewhere	To be determined by the planning commission in consideration of the expected types of activities, number of participants, spectators and accessory uses
Fitness Centers and Health Clubs	5 spaces per 1,000 square feet of usable floor area, plus required parking spaces for swimming pools, courts, restaurants and other uses
Golf Driving Range	1 space per 2 tees plus parking required for other uses
Golf Course, Regulation (Public or Private)	6 spaces for each golf hole and 1 space for each employee during peak shift; plus spaces required for banquet rooms, restaurant and other uses
Golf Course, Par Three	3 spaces per each hole; plus 1 space for each employee during peak shift; plus spaces required for accessory uses such as arcades or batting cages
Miniature Golf Course	2 spaces for each hole; plus 1 space for each employee during peak shift; plus spaces required for accessory uses such as arcades or batting cages
Municipal Recreation Centers	5 spaces per 1,000 square feet of usable floor area plus spaces required for outdoor courts, fields and facilities or 0.33 spaces per person of permitted capacity, whichever is greater
Outdoor Entertainment Facilities	To be determined by the planning commission in consideration of the expected types of activities, number of participants, spectators and accessory uses
Racquetball/Tennis Centers	1 space per 1,000 square feet floor area or 6 spaces per court, whichever is greater
Swimming Pools	1 space per 3 persons of capacity authorized by the building code
Swimming Pool Clubs, Tennis Clubs or Similar Uses Operated by Resident/Homeowners Organizations	Spaces shall be determined by the planning commission in consideration of the size, intensity and proximity to residences

Section 3 of Ordinance. Ordinance Amendment.

Chapter 35, "Zoning," Article 21, "Definitions," Section 35-252, "Definitions," of the City of Farmington Code of Ordinances is hereby amended to read as follows:

Floor area, usable: For the purposes of computing parking requirements, the usable floor area shall be considered as that area to be used for the sale of merchandise or services, or for use to serve patrons, clients, or customers. Such floor area which is used or intended to be used principally for the storage or processing of merchandise, hallways, stairways, and elevator shafts, or for utilities for sanitary facilities, shall be excluded from this computation of usable floor area. Usable floor area shall be measured from the interior faces of the exterior walls, and total usable floor area for a building shall include the sum of the usable floor area for all floors..



Section 4 of Ordinance. Repealer.

All ordinances, parts of ordinances, or sections of the City of Farmington Code of Ordinances in conflict with this Ordinance are repealed only to the extent necessary to give this Ordinance full force and effect.

Section 5 of Ordinance. Severability.

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

Section 6 of Ordinance. Savings.

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

Section 7 of Ordinance. Effective Date.

This ordinance shall be effective upon publication in the manner prescribed by law.

Section 8 of Ordinance. Enactment.

This Ordinance is declared to have been enacted by the City Council of the City of Farmington at a meeting called and held on the _____ day of ______________________, 2026, and ordered to be given publication in the manner prescribed by law.

Ayes:
Nays:
Abstentions:
Absent:

STATE OF MICHIGAN)
)ss.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Farmington, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City of Farmington at a meeting held on the ____ day of __________, 2026, the original of which is on file in my office.

____
MEAGHAN BACHMAN, City Clerk
City of Farmington

Adopted:

Published:
Effective:

Farmington City Council Staff Report	**Council Meeting** **Date:** Aug. 17, 2026	**Item Number 7C**

Submitted by: Jeffrey Bowdell – Building Official

Agenda Topic: Interlocal Agreement for Damage Assessment – Mutual Aid

Proposed Motion: Move to approve the Interlocal Agreement for Damage Assessment Mutual Aid and authorize the City Manager to sign on behalf of the City.

Damage assessment is the evaluation of buildings and structures to determine the nature and extent of damage and the cost of repairs that are the result of a disaster or emergency. It is key that this information is provided to Oakland County, the State of Michigan and the Federal Government to receive State or Federal aid. This information must be provided quickly, usually within 48 hours for initial estimates.

The Oakland County Building Officials Association Damage Assessment Mutual Aid Agreement is an agreement between communities in Oakland County. The concept dates back to a 1976 F4 tornado event in West Bloomfield Township, when a group of Oakland County Building Officials banded together to assist other communities with performing damage assessments. This iteration of the agreement will allow a community to receive assistance from Damage Assessment Services from other communities during an emergency.

Inspectors from other communities would evaluate the nature and extent of damage to buildings and structures resulting from a disaster or emergency. Depending on the scope and type of disaster a community could either be in need of help or be providing help to another community. While we hope there is never a need for this type of assistance, preparation is critical.

This agreement will allow the City of Farmington to provide or receive help in the event of an emergency. It will help the City of Farmington and other communities in Oakland County to respond quickly and provide the information necessary to receive State or Federal aid.

Legal counsel has reviewed this matter and opines that there is no legal impediment which precludes the City of Farmington from executing this agreement.

Materials: Proposed Agreement Attached

INTERLOCAL AGREEMENT BETWEEN

PARTICIPATING LOCAL GOVERNMENT UNITS AS SIGNATORIES TO THIS AGREEMENT

FOR DAMAGE ASSESSMENT MUTUAL AID

THIS DAMAGE ASSESSMENT MUTUAL AID INTERLOCAL AGREEMENT (the "Agreement") is entered into by and between the (insert city or township name here) and other participating local government units who sign the Agreement, referred to in this Agreement individually as a "Party" and collectively as "Parties".

RECITALS:

WHEREAS, Damage Assessment Services can be improved by cooperation between political subdivisions during times of public emergency or disaster ("Incidents"); and

WHEREAS, the Michigan Constitution of 1963, Article 7, § 28, and the Urban Cooperation Act of 1967, Act No. 7 of the Public Acts of 1967, Ex. Sess., being MCL 124.501 et seq. (the "Act"), permit a local government unit to exercise jointly with any other local government unit any power, privilege or authority which such local government units share in common and which each might exercise separately; and

WHEREAS, the Parties desire to enter into an interlocal agreement, pursuant to the Act, to receive and provide assistance in evaluating the nature and extent of damage to buildings and structures resulting from a disaster or emergency; and

WHEREAS, each Party has the authority to execute this Agreement pursuant to the approval of its governing body; and

WHEREAS, each Party desires the ability to receive personnel and equipment from another Party for Damage Assessment Services when it does not have adequate resources to perform all needed assessments due to the disaster or emergency, upon the request of another Party; and

WHEREAS, the Michigan Constitution and the people of the State of Michigan have long recognized the value of cooperation by and among the state and its local government units.

NOW, THERFORE, in consideration of the mutual covenants, undertakings, understandings and agreements set forth in this Agreement, it is hereby agreed as follows:

ARTICLE I
DEFINITIONS

Section 1.01. Definitions. The following words and expressions, as used in this Agreement, whenever initially capitalized, whether used in the singular or plural, possessive or non-possessive, either within or without quotation marks, shall be defined and interpreted as follows:

"Association" means the Oakland County Building Officials Association, a Michigan corporation incorporated on September 13, 2024.

a) "Association Board" means the Board of the Oakland County Building Officials Association as established by the Bylaws.

b) "Days" means calendar days.

c) "Building Official" means the person and or business responsible for building code enforcement or a director of the building department.

d) "Building Department" means the operating department of a Party providing Damage Assessment Services.

e) "Inspector" means personnel qualified and trained in providing Damage Assessment Services.

f) "Damage Assessment Services" means the systematic process of using qualified personnel to evaluate the nature and extent of damage to buildings and structures resulting from a disaster or emergency.

g) "Effective Date" means the date on which the Agreement is first filed with the Secretary of the Oakland County Building Officials Association.

h) "Incident" means a public emergency, conflagration, serious threat to public safety or disaster.

i) "Oakland County Emergency Management and Homeland Security Department" means the Oakland County office(s), official(s) or administrator(s) responsible for the activation and implementation of the Emergency Operations Plan for Oakland County and/or the coordination of responses to emergencies arising in the county.

j) "Party" means a local government unit that has signed this Agreement after approval by their legislative body.

k) "State" means the State of Michigan.

ARTICLE II
RESERVATION OF RIGHTS, INSURANCE AND LIABILITY ASSURANCES

Section 2.01. Assurances. Each Party shall comply with all federal, state, and local ordinances, regulations and rules applicable to its activities performed under this Agreement, including but not limited to laws relating to nondiscrimination and conflicts of interest.

Section 2.02. As-is: The Damage Assessment Services provided by a Party are provided "as-is" without any warranty of any kind, to the maximum extent provided by law. The entire risk of using the Damage Assessment Services of another Party shall remain with the Party requesting the assessment.

Section 2.03. No Waiver of Governmental Immunity. No provision of this Agreement is intended, nor shall any provision of this Agreement be construed, as a waiver by any Party of any governmental immunity as provided by Section 9 of the Act or otherwise under law.

Section 2.04. Independent Contractor. The Parties agree that at all times and for all purposes under the terms of this Agreement each Party's relationship to any other Party shall be that of an independent contractor. No liability, right or benefit arising out of any employer/employee relationship, either express or implied, shall arise or accrue to any Party as a result of this Agreement. Personnel dispatched to aid a Party are entitled to receive benefits and/or compensation to which they are otherwise entitled under the Michigan Workers' Disability Compensation Act of 1969, any pension law, or any act of Congress.

Section 2.05. Liability. Each Party will be solely responsible for the acts and omissions of its own employees, and agents, and the costs associated with those acts and the defense of those acts. It is agreed that none of the Parties shall be liable for failure to respond for any reason to any request for Damage Assessment Services or for leaving the scene of an Incident after responding to a request for service.

Section 2.05. Insurance. Each Party shall be responsible for maintaining adequate insurance or self-insurance for its activities under this Agreement.

ARTICLE III
DURATION, WITHDRAWAL, AND TERMINATION OF INTERLOCAL AGREEMENT

Section 3.01. Duration. The existence of the Agreement commences on the Effective Date and continues until terminated in accordance with Section 3.03.

Section 3.02. Withdrawal by a Party. Any Party may withdraw, at any time, from this Agreement for any reason, or for no reason at all, upon thirty (30) days written notice to the other Parties. The withdrawal of any Party shall not terminate or have any effect upon the provisions of this Agreement so long as at least two (2) Parties are committed to this Agreement. Parties withdrawing from the Agreement and subsequently requesting mutual aid for Damage Assessment Services from a Party to this Agreement may be subject to reasonable fees for the response as determined by the responding local government unit.

Section 3.03. Termination. This Agreement shall continue until the Agreement consists of less than two (2) Parties

ARTICLE IV
DAMAGE ASSESSMENT SERVICES

Section 4.01. Requests for Damage Assessment Services. The Building Official, or other official designated by a Party, shall have the right to initiate requests for Damage Assessment Services at such times as deemed to be in the best interests of the Party to do so. Nothing within this Agreement shall prohibit a Party from activating other existing mutual aid agreements.

Section 4.02. Response to Request for Services. Upon a Building Official's receipt of a request from another Party for Damage Assessment Services, the Building Official or his/her designee, shall inform the requesting Party of its ability to respond to the request. The request shall describe in detail the requested Damage Assessment Services including location(s) and assessment(s) needed and if costs for the response will be reimbursed, how the reimbursement amount will be determined as provided in Section 6.01. If the Party receiving a request has available personnel and resources, their Building Official may commit personnel to the requesting Party. A Party providing Damage Assessment Services to another Party shall have the right to maintain the operational capability of their own jurisdiction. An authorized representative of the Party which chooses not to provide requested assistance under this Agreement shall immediately notify the requesting Party if it is unable to provide the requested assistance. The final decision on whether to provide assistance rests solely with the Party receiving a request for assistance. A Party responding to a request for Damage Assessment Services shall not be required to maintain personnel within the boundaries of the requesting Party for a period longer than is necessary to provide a damage assessment or until such time the assisting Party needs its resources to maintain the operational capacity of its own jurisdiction.

Section 4.03. Dispute Resolution Regarding Mutual Aid Requests. In the interest of fostering a fair and sustainable mutual aid arrangement between the Parties, the following method of dispute resolution shall be available to the Parties if they wish to use this resolution method. If a Party believes its resources have been requested by another Party on multiple occasions in abuse of the intent of this Agreement, or if a Party believes the refusal of another party to respond to a request for assistance was unreasonable, it may request the other Party to participate in a review of the dispute by the Board of the Oakland County Building Official's Association for resolution.

Without waiving the rights, powers, privileges and authority of each Party to address issues at the direction and discretion of their governing body, upon receipt of a request for resolution of a dispute, the Oakland County Building Official's Association Board, shall appoint a panel of three (3) Association Board members to investigate the dispute and recommend a resolution. For purposes of considering such dispute, the Association representatives of the Parties involved in the dispute shall not participate in and shall abstain from any vote concerning the dispute, but shall be given an opportunity to submit statements and information to the Association Board for its consideration. The determination of the Association Board shall not be at the same meeting at which the panel's recommendation concerning the dispute is first discussed. The Parties involved in the dispute may agree to be bound by the recommendation of the Association Board.

Section 4.04. Other Agreements. This Agreement shall not preclude, supersede or negate the activation or the fulfillment of the terms of any local, regional or state mutual aid or reciprocal aid compacts or agreements.

ARTICLE V
ADMISSION AND REMOVAL OF PARTIES

Section 5.01. Admission. A local government unit may become a new Party to this Agreement after its Effective date upon approval of its legislative body and executing the Agreement. The Building Official for the new Party shall provide a copy of the executed Agreement to the secretary of the Oakland County Building Officials Association.

Section 5.02. Removal. A Party may be removed for cause from participation in this Agreement upon a vote of two-thirds of the Building Officials of the Parties. If removed from participation in this Agreement, a local government unit shall not be entitled to receive Damage Assessment Services subject to the terms of this Agreement.

Section 5.03. Active Members. The Parties designate the secretary of the Oakland County Building Officials Association to maintain a current list of Parties on the Oakland County Building Officials Association website and to maintain copies of the signed Agreements.

ARTICLE VI
DAMAGE ASSESSMENT COSTS

Section 6.01. Damage Assessment Costs. To the extent practical, any when requesting Damage Assessment Services, the requesting and responding Parties shall discuss and agree upon whether the responding Party will receive reimbursement and how the amount of reimbursement will be determined. A Party may not receive reimbursement for the same costs from both the requesting party and Oakland County, the State of Michigan or FEMA, should federal, state or county funds become available.

ARTICLE VII
MISCELLANEOUS

Section 7.01. Entire Agreement. This Agreement sets forth the entire agreement between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any Party. The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement.

Section 7.02. Severability of Provisions. If a Court of competent jurisdiction finds any provision of this Agreement invalid or unenforceable, then that provision shall be deemed severed from this Agreement. The remainder of this Agreement shall remain in full force.

Section 7.03. Governing Law/Consent to Jurisdiction and Venue. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret or decide any claim arising under this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan or as otherwise dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the court set forth above.

Section 7.04. Captions. The captions, headings, and titles in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.

Section 7.05. Terminology. All terms and words used in this Agreement, regardless of the numbers or gender in which they are used, are deemed to include any other number and any other gender as the context may require.

Section 7.06. Recitals. The Recitals shall be considered an integral part of this Agreement.

Section 7.07. Amendment. The Agreement may be amended upon approval of a written amendment by the governing bodies of all Parties. An amendment to remove a Party shall not require approval of the governing body of the Party being removed. Amendments to this Agreement shall be filed with the secretary of the Oakland County Building Officials Association.

Section 7.08. Compliance with Law. The Parties shall comply with all federal and State laws, rules, regulations, and orders applicable to this Agreement.

Section 7.09. No Third- Party Beneficiaries. Except as expressly provided herein, this Agreement does not create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right of indemnification (i.e., contractual, legal, equitable, or by implication) right of subrogation as to any Party's rights in this Agreement, or any other right kind in favor of any individual or legal entity.

Section 7.10. Counterpart Signatures. This Agreement may be signed in counterpart. The counterparts taken together shall constitute one (1) Agreement.

Section 7.11. Permits and Licenses. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees/and/or agents necessary to perform all its obligations under this Agreement. Upon request, a Party shall furnish copies of any permit, license, certificate or governmental authorization to the requesting party.

Section 7.12. No Implied Waiver. Absent a written waiver, no fact, failure, or delay by a party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.

Section 7.13. Notices. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid to the clerk of the participating local government unit.

IN WITNESS WHEREOF, this Agreement is executed by the Parties on the date hereafter set forth.

WITNESSES:

____
[insert name]

By: ________________________
[insert name]

Its: Mayor/ Township Supervisor/Chief Administrative Officer

DATE: ______________________

____
[insert name]

By: ________________________
[insert name]

Its: City/Township Clerk

DATE: ______________________

Approved:

____

____
[insert name], Building Official
(Approved as to substance)

Farmington City Council **Staff Report**	**Council Meeting** **Date:** August 17, 2026	**Item Number** 7D

Submitted by: Director Bob Houhanisin

Agenda Topic: Camera System Upgrades

Proposed Motion:
Approve the purchase agreement with ASC (Advanced Satellite Communications) to replace antennas and upgrade existing camera system in the amount of $25,998.71.

Background:
The original video camera system was installed in 2014 and has grown since then. Aging and outdated antennas are failing which causes outages in the network and affects video quality. The old system utilized single point-to-point antennas, and the addition of new cameras has overwhelmed their capabilities and several of the older antennas have stopped working.

The attached proposal will replace the antiquated single-point antennas with multi-point antennas which will increase reliability, enhance video quality, and allow for expansion in the future. The proposal also replaces the remaining original analogue cameras at the station, adds a camera to the interview room and adds a camera inside the property room located at the DPW.

This purchase is part of the approval fiscal year 26-27 budget.

Materials: Proposal from ASC

Reliable Technology.
Exceptional Experience.

2026 Wireless Camera Network

Quote #003539 v1

Prepared For:

City of Farmington - Police
Bob Houhanisin
23600 Liberty
Farmington, MI 48335

P: (248) 474-4700
E: PHouhanisin@farmgov.com

Prepared by:

Advanced Satellite Communications
Adam Barber
12137 Merriman Road
Livonia, MI 48150

P: 734-793-1423
E: abarber@advancedsat.com

Date Issued:
08.12.2026
Expires:
09.05.2026

Scope of Work

Project Overview

ASC Security Systems will replace the existing downtown wireless camera network and complete the associated camera additions described below. The project is intended to improve network reliability, restore connectivity to supported camera locations, and expand the City's Avigilon video surveillance system while reusing functional equipment where practical.

Downtown Wireless Network Replacement

ASC will provide the labor, equipment, programming, and project coordination necessary to:

- Install five point-to-multipoint wireless base station antennas on the tower adjacent to the Fire/Police Station.
- Install one additional multipoint base station on a downtown pole to extend wireless coverage farther along Grand River Avenue.
- Replace 14 existing field antennas located at downtown camera sites on poles and buildings.
- Furnish and install the mounting hardware, brackets, surge protection, grounding components, power supplies or injectors, and exterior-rated cabling required for the new wireless equipment.
- Remove the wireless equipment being replaced.
- Return functional removed equipment to the City for use as break/fix replacement stock. Equipment determined to be nonfunctional will be handled in coordination with the City.
- Configure the wireless network, including radio alignment, channel selection, network security, bandwidth management, and integration with the City's existing camera network.
- Reconnect the existing cameras, network switches, junction boxes, and related equipment to the new wireless infrastructure.
- Test the completed system and confirm that each of the existing downtown cameras is communicating with the City's video recording system.
- Provide reasonable coordination with City personnel throughout the installation and testing process.

Previously Purchased Multisensor Cameras

The new wireless network will allow the City to deploy two previously purchased Avigilon multisensor cameras:

Grand River and Warner

- Install one City-owned Avigilon multisensor camera on the existing pole-mounted camera hardware.
- Connect the camera to the newly established wireless network connection.
- Program, focus, and commission the camera within the City's existing Avigilon system.

Promenade Park

- Install one City-owned Avigilon multisensor camera at the designated pole near Promenade Park and the Grand River/Grove Street PTZ location.
- Connect the camera to the wireless network serving the location.

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Scope of Work

- Program, focus, and commission the camera within the City's existing Avigilon system.

Police Department Camera Additions

Prisoner Door – North

- Remove the existing analog camera and aging dome housing.
- Install one 3MP Avigilon bullet camera.
- Connect the new camera to the Police Department's network and Avigilon system.
- Aim, focus, program, and test the camera for coverage of the prisoner entrance area.

Interview Room

- Remove the existing corner-mounted analog camera.
- Install **one Avigilon 360-degree camera with a low-profile ceiling-mount design**.
- Mount the camera at a low position on the wall to provide an effective view of the interviewee while maintaining a discreet appearance.
- Configure the camera for appropriate video coverage and audio capture.
- Connect, license, program, and test the camera within the Police Department's Avigilon system.
- Existing Louroe equipment will be removed from active use or retained as directed by the City.

West Door

- Remove the existing analog camera.
- **Install one Avigilon 3MP bullet camera.**
- Reuse the existing cabling and infrastructure where functional and compatible.
- Connect, aim, focus, program, and test the camera within the City's Avigilon system.

DPW Police Property Room

- **Install one new Avigilon 360-degree camera** in the Police Department's secured property-storage room at the DPW Building.
- Furnish and install surface-mounted conduit across the ceiling as required to establish a protected pathway for the new network cable.
- Furnish and install the necessary network cabling from the available network connection to the camera location.
- Coordinate the final camera position with Police Department personnel to provide suitable coverage of the property-storage area.
- Connect, license, program, and test the camera within the City's existing Avigilon system.

City Coordination and Responsibilities

To support an efficient and safe installation, the City will provide:

- Access to all affected buildings, poles, network rooms, locked enclosures, tower areas, and existing equipment.
- Use of a suitable ladder truck or boom lift, with an authorized operator, as needed to access elevated work locations.
- Traffic control and coordination necessary to safely perform work near streets, sidewalks, parking areas, or other public spaces.
- A representative from the Department of Public Works, when reasonably available, to provide site guidance and assist with access and field coordination.
- Access to the City's existing video management and network systems as needed to verify camera connectivity and system operation.

Project Assumptions and Terms

Scope of Work

The proposal is based on the understanding that the existing cameras and the existing switches, junction boxes, supporting cabling, power sources, poles, and mounting locations are currently functional and suitable for reuse.

ASC will make reasonable efforts to identify and address minor connection or configuration issues encountered during the installation. If an existing camera or other reused component is found to be defective or unsuitable, ASC will notify the City and discuss the available options before performing work outside the proposed scope.

Final antenna positioning may be adjusted in the field to achieve the best practical signal quality, line of sight, and system performance. Any material change to the system design or equipment quantities will be reviewed with the City before additional work is authorized.

Wireless performance may be affected by physical obstructions, changes to surrounding structures, vegetation, radio-frequency interference, utility interruptions, or failures of existing City-owned equipment. The proposed network has been designed using current site conditions and calculated bandwidth requirements, with additional capacity provided for reasonable future growth.

Work will be coordinated with the City to minimize disruption to downtown businesses, residents, traffic, and public activity. Any scheduling considerations or site conditions that may affect the installation will be discussed cooperatively with the appropriate City representatives.

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Network Devices

Description	Price	Qty	Ext. Price
Wireless Bridge Point-to-Multipoint 5GHz (Base Station)	$612.00	6	$3,672.00
Wireless Bridge Point-to-Multipoint (Field Unit) 5GHz	$205.00	14	$2,870.00
Articulating Boom Lift Rental	$2,985.00	1	$2,985.00
Misc. Mounting Hardware	$425.00	1	$425.00
		Subtotal:	**$9,952.00**

Reliable Technology.
Exceptional Experience.

Camera Devices

Description	Price	Qty	Ext. Price
ACC7 Enterprise Edition Camera License	$316.51	3	$949.53
3MP H5SL Bullet Camera With 3.1-8.4MM Lens	$879.75	2	$1,759.50
Avigilon 8MP 360 Fisheye Camera. H6A. IR. Analytic	$1,153.84	1	$1,153.84
8MP H5A Fisheye Indoor In-Wall Camera	$1,153.84	1	$1,153.84
Misc. Mounting Hardware - EOC power module	$125.00	1	$125.00
		Subtotal:	**$5,141.71**

Installation Services

Product Description	Qty
Labor: Installation & Programming	**1**
Subtotal:	**$10,800.00**

Quote Summary	Amount
Network Devices	$9,952.00
Camera Devices	$5,141.71
Installation Services	$10,800.00
Subtotal:	**$25,893.71**
Shipping:	**$95.00**
Total:	**$25,988.71**

Acceptance

Advanced Satellite Communications	**City of Farmington - Police**
Adam Barber	Bob Houhanisin
Signature / Name	Signature / Name — Initials
08/12/2026	
Date	Date

Farmington City Council **Staff Report**	**Council Meeting** **Date:** August 17, 2026	**Item Number** 7E

Submitted by: Director Bob Houhanisin

Agenda Topic: Clemis Interlocal Agreement

Proposed Motion:
Approve the Resolution Agreement with the Courts and Law Enforcement Information Systems (CLEMIS) Authority.

Background:

For many years CLEMIS operated as a group of law enforcement agencies collaborating with Oakland County to share data and information technology services. In approximately 2018, Oakland County formalized the services provided by its IT Department by requiring an Interlocal Agreement with municipalities for each of those services, including CLEMIS. The CLEMIS Authority was created to enable the County to transfer to a separate legal entity most of the operations and services the County IT Department provided to CLEMIS agencies.

This agreement allows the Public Safety Department to continue to utilize CLEMIS services such as Computer Aided Dispatch (CAD), police and fire report software, booking software and OakVideo under the umbrella of the newly created authority.

Materials: Resolution and letter.

CITY OF FARMINGTON

OAKLAND COUNTY, MICHIGAN

RESOLUTION TO AUTHORIZE PARTICIPATION IN THE CLEMIS AUTHORITY INTERLOCAL AGREEMENT

At a meeting of the City Council of the City of Farmington, Oakland County, Michigan, held on the 17th day of August, 2026, at the City Hall, 23600 Liberty Street, Farmington, Michigan 48335.

The following resolution was offered by ______________________________ and supported by ____.

The City of Farmington, (the "Public Agency"), is a "public agency" as that term is defined under section 2(e) of the Urban Cooperation Act of 1967, 1967 (Ex Sess) PA 7, as amended, MCL 124.502(e).

Under section 28 of article 7 of the Michigan Constitution of 1963 and the Urban Cooperation Act of 1967, 1967 (Ex Sess) PA 7, as amended, MCL 124.501 to 124.512 ("Act 7"), a public agency may exercise jointly with any other public agency any power, privilege, or authority that the public agencies share in common and that each might exercise separately.

The Public Agency possesses the powers, privileges, and authorities to perform various activities relating to courts and law enforcement management information systems.

The Public Agency wants to exercise powers, privileges, and authorities jointly with Oakland County, the Charter Township of Bloomfield, the Charter Township of White Lake, and other participating public agencies under an interlocal agreement creating the Courts and Law Enforcement Management Information System (CLEMIS) Authority (the "CLEMIS Interlocal Agreement") and become a participating public agency under and party to the CLEMIS Interlocal Agreement.

The Public Agency also wants to use the services of the CLEMIS System operated by the Courts and Law Enforcement Management Information System (CLEMIS) Authority (the "Authority") by entering into a services agreement with the Authority.

The City Council of the Public Agency therefore resolves as follows:

- that the interlocal agreement between Oakland County, the Charter Township of Bloomfield, the Charter Township of White Lake, and other participating public agencies creating the CLEMIS Interlocal Agreement is hereby approved;

- that the Public Agency is hereby authorized to enter into a participation agreement with the Authority to enter into and become a party to the CLEMIS Interlocal Agreement;

- that the Public Agency is hereby authorized to enter into the CLEMIS Main Services Agreement (the "CLEMIS MSA") between the Public Agency and the Authority;

- that the Police Chief of the Public Agency is hereby authorized and directed to transmit a copy of this resolution to the Authority and the city Manager is authorized to execute the participation agreement for the CLEMIS Interlocal Agreement and the CLEMIS MSA on behalf of the Public Agency; and

- that the Clerk of the Public Agency is hereby authorized and directed to file a copy of the participation agreement for the CLEMIS Interlocal Agreement, including the CLEMIS Interlocal Agreement, on behalf of the Public Agency with the clerk of Oakland County.

AYES:
NAYS:
ABSENT:
ABSTENTIONS:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
)ss
COUNTY OF OAKLAND)

I, the undersigned, the duly qualified and acting City Clerk of the City of Farmington, County of Oakland, State of Michigan, do hereby certify that:

(1) the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Farmington at a regular meeting held on the 17th day of August, 2026, the original of which resolution is on file in my office.
(2) that the resolution remains in effect;
(3) that the meeting was held in compliance with the Open Meetings Act, 1976 PA 267, as amended, MCL 15.261 to 15.275; and
(4) that the minutes of the meeting were kept and have been or will be made available as required by the Open Meetings Act, 1976 PA 267, as amended, MCL 15.261 to 15.275.

IN WITNESS WHEREOF, I have hereunto affixed by official signature this _____ day of August, 2026.

____

MEAGHAN BACHMAN
Clerk, City of Farmington

JOELLEN SHORTLEY
jshortley@rsjalaw.com

27555 Executive Drive, Suite 250
Farmington Hills, Michigan 48331
P 248.489.4100 | F 248.489.1726
rsjalaw.com

ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

June 7, 2026

Bob Houhanisin, Director of Public Safety
City of Farmington
23600 Liberty
Farmington, MI 48335

Re: CLEMIS Interlocal Agreement ("Agreement")

Dear Director Houhanisin,

You asked us to review the Participation Agreement with the Courts and Law Enforcement Management Information Systems ("CLEMIS") Authority, which includes a Main Services Agreement and the CLEMIS Interlocal Agreement. We do not have any legal concerns with the Agreements. We noted procedural issues to be aware of below in sections 5 and 6. This letter provides an overview of key provisions in the Agreements.

Background

As you are aware, for many years CLEMIS operated as a group of law enforcement agencies collaborating with Oakland County to share data and information technology services. In approximately 2018, Oakland County formalized the services provided by its IT Department by requiring an Interlocal Agreement with municipalities for each of those services, including CLEMIS. The CLEMIS Authority was created to enable the County to transfer to a separate legal entity most of the operations and services the County IT Department provided to CLEMIS agencies.

Main Services Agreement ("MSA")

The Main Services Agreement ("MSA") will allow each participating Public Body to receive professional services from the CLEMIS Authority. These services include system setup, configuration, training, data migration and other professional services described on individual Order Forms.

1. **Service/Data:**
    - **a.** The MSA authorizes the Public Body to upload data, which includes public safety data into the CLEMIS Service. Doing so authorizes the sharing of this data with other public agencies that use the Service and the right to permit users within the Public Body to access the Service.
    - **b.** Users must be employees or contractors of the Public Body.
    - **c.** Services provided will be identified on individual Order Forms. The Order Form will include the terms of a "Data Processing Addendum", which also must be followed.

   - **d.** The Public Body is the owner of its data. If the Authority receives a FOIA request for Public Body data, it will provide notice to the requesting person indicating that they must submit their request to the Public Body.
   - **e.** The Public Body is required to adopt an Enhanced Access policy under the Enhanced Access to Public Records Act, 1996 PA 462, MCL 15. 441 et. seq, ("EAPRA") to allow the Authority to make the Public Body's Data available for inspection, purchase or copying pursuant to EARPA.
   - **f.** The Service is provided by the Authority "As Is" without warranties.
   - **g.** This Public Body is required to comply with the Authority's Acceptable Use Policy and related documentation.

2. **Auditing:** If requested by the Authority, the Public Body is required to provide a signed certification that the Service is being used in accordance with the terms of the MSA, the locations where the Service is accessed, the number of users, and any other reasonable information requested. The MSA authorizes the Authority to audit the Public Body's use of the Services.
3. **Third-Party Products:** The Authority may facilitate the purchase of third-party products by the Public Body. If the Public Body choses to purchase these products it will need to enter into an agreement with the provider.
4. **Payment:**
   - **a. Authorized Representatives:** The Public Body must provide the Authority with a list of authorized individuals who can execute Order Forms with the Authority to receive services. Since the Order Forms are likely to contain legal requirements, we recommend having these Forms reviewed by your attorney.
   - **b. Fees:** The Authority will maintain a fee schedule on its website. Authority fees may change after providing at least 120 days' notice of the change.
   - **c. Payments:** Payments will be due 60 days from the date of the invoice and are subject to an interest charge if paid late.
   - **d. Lack of Appropriation:** A Public Body may terminate an Order Form if sufficient funds are not appropriated by the Public Body during the budget process.
5. **Term, Termination:** The MSA has a 12 month term, however, it renews for successive periods unless the Public Body and Authority agree to a different renewal term on an Order Form. The MSA may be terminated by either party by providing notice of non-renewal at least 30 days prior to the end of the current term. An Order Form for a Service may be terminated in whole or in part as well as the MSA, for a material breach. Upon termination of the MSA, the Authority will provide the Public Body with its Data in an electronic format. Our concern is having an Order Form establish a different term for the Agreement. It would be preferable not to change the term of the Agreement via an Order Form.
6. **Confidentiality:** The Authority and Public Body may exchange confidential information. The Public Body may disclose confidential information to the extent provided by law, including pursuant to a Freedom of Information Act request. **In the event of a FOIA request or other legal request for information, the party disclosing confidential**

information is required to notify the other party prior to the release of the records. Our concern is the notification requirement. You will need to advise your FOIA coordinator to provide notice to CLEMIS if you receive a FOIA request relating to CLEMIS confidential information. We recommend having us review FOIA or other legal requests for information about CLEMIS services and performance.

7. **Limitation of Liability:** The Authority's liability is capped at the amount paid by the Public Body to the Authority in the 12 months preceding the incident
8. **Points of Contact:** The Public Body is required to designate a primary and secondary contact on its Order Form.

Interlocal Agreement

Creation of CLEMIS Authority Article 3

The CLEMIS Authority is created as a separate legal entity for the purpose of exercising the powers and privileges, set forth under the Agreement and applicable law. The Authority is a public body corporate and politic, which will perform governmental functions and will be tax exempt.

The Initial Participants approved the Interlocal Agreement on October 8, 2025. After January 31, 2026, new members of the Authority must approve of the CLEMIS Interlocal Agreement if they wish to participate in the governance of the Authority. The Authority may enter into Agreements with members who are not Participants in the Authority if they approve the MSA. Participants are defined in the Agreement as a party to the Agreement other than the Initial Participants.

Authority Board Article 4

The Authority Board includes all of the following members who will serve 4 year terms:

(1) one member appointed by the governing body of the County;

(2) one member appointed by the governing body of Bloomfield Township;

(3) one member appointed by the governing body of White Lake Township;

(4) one member appointed by the governing body of each Participant;

(5) one member appointed by the County Executive of the County who is an employee or officer of the County. (The Initial Participants waived this requirement to allow the County Executive to appoint a former County official to the Board); and

(6) one member appointed by the County Executive who is an employee or office of the Office of the Oakland County Sheriff; and

(7) 15 other members appointed by the County Executive.

Note: There are no qualifications listed for the 15 members appointed by the County Executive in subsection 7. They can be selected from law enforcement, fire departments, elected officials of Participants or the general public.

Authority Board Powers Section 4.2

The Authority Board reviews the annual audit of the Authority, may evaluate the performance of the Authority, and shall, if required by law, review acts of the Executive Committee. The Authority Board may advise the Executive Committee on all matters relating to the Authority, including the Authority's budget and amendments to this Agreement.

Authority Board Meetings and Quorum Section 4.3 and 4.4

The Authority Board is required to meet once a year. A majority of the members of the Authority Board in office constitute a quorum for Authority Board business.

Executive Committee Section 4.5

The Executive Committee of the Authority Board consists of the following nine members of the Authority Board:

(1) The member of the Authority Board, who is an employee or officer of the County appointed by the County Executive. (The Initial Participants waived this requirement to allow a former County officer to be appointed.)

(2) Eight members appointed by the County Executive including all of the following:

(A) two members of the Authority Board representing cities, townships or villages;

(B) one member of the Authority Board representing counties; and

(C) five members of the Authority Board representing other Public Agencies.

The initial terms of office will be staggered for four one year terms, after that the terms will be for 4 years. The County Executive will fill vacancies in membership on the Executive Committee.

Executive Committee Powers, Section 4.6

Except for the powers given to the Authority Board under section 4.2, the Executive Committee shall exercise the powers of the Authority. The Executive Committee shall appoint the Executive Director of the Authority. The Executive Committee has the power to manage and direct on behalf of the public the functions or services performed under the Agreement. The Executive Committee is responsible for compliance by the Authority with rules and procedures applicable to the Authority under the C.J.I.S. Policy Council Act, 1974 PA 163, as amended, MCL 28.211 to 28.215.

Executive Committee Meetings Section 4.7

The person selected by the County Executive as the County employee/official of the Authority Board, shall serve as the Chairperson of the Executive Committee. The Executive Committee shall meet no less than quarterly.

Additional Powers of the Executive Committee Sections 4.9-4.11

The Executive Committee may adopt bylaws (Section 4.9), must establish a finance committee that meets at least once a year to advise the Executive Committee on fees and charges to sustain the expenses of CLEMIS (Section 4.10) and may establish other advisory committees to the Executive Committee from members of the Advisory Board. The Executive Committee may establish other advisory groups, from parties to the Agreement who are not members of the Advisory Board including a user advisory group (Section 4.11).

Executive Director Section 4.12

The Executive Committee is required to appoint an Executive Director, who will be the chief executive officer of the Authority and shall serve at the pleasure of the Executive Committee. The Executive Director shall administer all programs, funds, personnel, contracts, and all other administrative functions of the Authority, subject to oversight of the Executive Committee. The Executive Committee will determine the compensation the Executive Director will receive. The Executive Director's employment, including length of service, must be specified in a written contract between the Executive Director and the Authority.

Fiduciary Duty Section 4.13

The members of the Authority Board, the Executive Committee, and the Executive Director are under a fiduciary duty to conduct the activities and affairs of the Authority in the best interests of the Authority, including the safekeeping and use of all Authority money and other Authority assets for the benefit of the Authority.

Compensation Section 4.14

Members of the Authority Board and Executive Committee shall receive no compensation but may be reimbursed for travel and meals relating to their service.

Ethics and Conflicts of Interest Section 4.15

The Executive Committee is required to adopt ethics policies governing the conduct of Authority Board members, the Executive Committee, and the officers and employees of the Authority. The policies must be no less stringent than those provided for public officers and employees under state law. Members of the Authority Board, the Executive Committee, and the officers and employees of the Authority will be deemed to be public servants under 1968 PA 317, as amended, MCL 15.321 to 15.330, and are subject to any other applicable laws with respect to conflicts of interest. The Executive Committee shall establish policies and procedures requiring disclosure of relationships that may give rise to conflicts of interest.

Fees and Charges Section 4.16

The Executive Committee is required to establish fees and other charges sufficient with other resources to pay the expenses of the CLEMIS System and the Authority. When establishing fees and other charges, the Executive Committee shall consider any recommendation from the Finance Committee.

Powers of Authority Article 5

The powers of the Authority include entering into contracts, employing employees, accepting grants, borrowing money and issuing bonds. The Authority may indemnify the members of the Authority Board and Executive Committee. The Authority may not levy a tax.

Contributions from County, Article 6

Startup Advance Section 6.1

The Agreement required the County to transfer to the Authority $250,000.00 for the initial startup costs of the Authority.

Transfer of CLEMIS System Assets to Authority

Effective February 1, 2026 (the "**Transfer Date**"), the County was required to transfer to the Authority all of the assets, liabilities, contracts and property owned by the County, which the County is not retaining, relating to the CLEMIS System, as was to be described in a Transfer Agreement between the County and the Authority entered into before the Transfer Date (the "**Transfer Agreement**"). The transfer included computer programs and operating systems, databases, etc. relating to the CLEMIS System.

Other Assets Section 6.3

On the Transfer Date, in addition to other assets transferred by the County to the Authority, the County was required to transfer $9,750,000.00 to the Authority.

Liabilities and Contingencies Section 6.4

On the Transfer Date, the Authority assumed the liabilities and contingencies of the County relating to the CLEMIS System as detailed in the Transfer Agreement.

County Property and Facilities Section 6.5

Beginning on the Transfer Date, and continuing through September 30, 2027, the County shall provide the Authority with the use of County facilities and property needed for the operation of the CLEMIS System by the Authority as provided in the Transfer Agreement, including a separately executed lease Agreement. The Authority may enter into Agreements with the County for the use of County property and facilities effective after September 30, 2027.

County Telecommunications and Network Equipment and Services Section 6.6

Through September 30, 2027, the County shall provide the Authority with the use of the County telecommunications and network equipment and services. The Authority may enter into Agreements with the County for the use of County telecommunications and network equipment effective after September 30, 2027.

Nonparty Consents Section 6.9

The County will use reasonable efforts to retain the consent of parties required under agreements with the County to approve the transfer of assets to the Authority. As you are likely aware, the County has agreements with many technology companies that provide different IT services that will need to be transferred to the Authority.

Employees Article 7

Transfer of County Employees Section 7.2

The County transfers to the Authority certain County employees who will become employees of the Authority.

Records and Finances Article 8

The Authority shall comply with FOIA (Section 8.2) and may establish an audit committee to oversee the accounting and financial reporting processes of the Authority. (Section 8.7)

Admission of Participants Article 9

Admission Procedure Section 9.1

A Public Agency may become a Participant by submitting to the Authority a participation Agreement signed by the Public Agency.

A Participation Form must be accompanied by a resolution of the governing body of the Public Agency in substantially the form provided as Exhibit B (the "**Authorizing Resolution**").

A Participation Form also must be accompanied by a CLEMIS MSA signed by the Public Agency.

The Executive Director of the Authority may approve or deny a request from a Public Agency to become a Participant. If the Executive Director approves the request from the Public Agency, the Executive Director shall sign the Participation Form.

Term, Duration, Withdrawal and Termination Article 10

Term Section 10.2

This Agreement is effective beginning on the Effective Date and continues for an initial term of 15 years (the "**Initial Term**").

After the Initial Term, the Agreement is extended in five-year increments unless not extended by joint action of the parties.

The term of the Agreement also ends upon one or more of the following:

(1) withdrawal by all parties under sections 10.3 and 10.4;

(2) withdrawal by the County under section 10.3;

(3) withdrawal by all Initial Participants and Participants under section 10.4; or

(4) the Transfer Agreement is not approved and effective before February 1, 2026.

Withdrawal by County Section 10.3

The County may withdraw as a party to the Agreement upon 18 months' notice of its withdrawal to the Authority.

Withdrawal by Others

The withdrawal of an Initial Participant or Participant will not terminate the Agreement if the County and at least one additional Initial Participant or Participant remains a party to the Agreement. Initial Participants and Participants may withdraw from the Agreement upon providing 6 months advance notice to the Authority.

Article 11 Additional Provisions

Relationship and Responsibilities of Parties Section 11.2

No party is responsible for the acts of the Authority or of the Representatives of any other party, whether acting separately or in conjunction with the implementation of this Agreement.

Each party is responsible for any Nonparty Claims brought against that party and for the acts or omissions of its Representatives arising out of this Agreement.

Except as otherwise provided in the Agreement, for any dispute arising out of this Agreement, each party shall seek its own legal representation and bear the costs of that representation.

No party is legally authorized to indemnify any other party or the Authority. The Authority is not legally authorized to indemnify any party.

No Waiver of Governmental Immunity Section 11.5

The Agreement states that it is not intended to be a waiver of governmental immunity by any of the parties.

Please let us know if you have any questions about the MSA or Interlocal Agreement.

Sincerely,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC

Joellen Shortley

Joellen Shortley

cc: David Murphy, City Manager
Thomas Schultz, City Attorney

Farmington City Council **Staff Report**	**Council Meeting** **Date:** August 17, 2026	**Item Number 7F**

Submitted by: Joshua Leach, Superintendent

Agenda Topic: Warner Mansion Asbestos Abatement

Proposed Motion: Move to award Asbestos Abatement and Air Monitoring at the Warner Mansion located at 33805 Grand River Ave., Farmington, MI 48335 to ABF Environmental of Farmington Hills, MI in the amount not to exceed $36,014.00.

Background: In May of 2025, the City contracted ABF Environmental to perform an asbestos identification survey of the Warner Mansion in preparation for the possible renovation of the home that was built in the 1800's and an addition that was added in the early 1900's. 61 samples were collected throughout the home. The items found to contain asbestos are window glazing, exterior door caulk, wall penetration mortar in the furnace room, and pipe insulation.

The City has determined that it is more favorable to remove the addition portion of the building rather than renovate due to the reliability of existing foundations and the overall function for future needs. Prior to removal, asbestos abatement is required by Federal regulations. During the removal process, any particles that become airborne are captured with Hepa air scrubbers. A 10% contingency will be added to the quote for any unforeseen abatement discovered during the removal process. Three quotes were requested and are listed below.

Quotes:

ABF Environmental	$32,740.00
ENCON Environmental & Construction Services	$38,600.00
Statewide Contractors LLC	$37,800.00

The Asbestos Identification Survey Summary is attached, the full report is available upon request.

City Administration recommends awarding asbestos abatement to ABF Environmental of Farmington Hills, MI for $32,740.00 with a 10% contingency for a total of $36,014.00

Materials: Quotes, Asbestos Identification Survey Summary

ABF Environmental
28200 Orchard Lake Road
Suite 101
Farmington Hills, Michigan 48334

August 5, 2026 Proposal # ABF-26-3986

Attn: Mr. Josh Leach
Superintendent of Public Works
City of Farmington
33720 West Nine Mile Rd
Farmington, MI 48335

SUBJECT: Proposal for Asbestos Abatement and Air Monitoring for 33805 Grand River Ave., Farmington, Michigan.

Dear Mr. Leach:

ABF Environmental (ABF) is pleased to provide you with this proposal to perform asbestos abatement and air monitoring activities at the subject site for the purpose of site demolition. Our project team in comprised of professionals with over 30 years of experience with Mr. Fred Abdou and Mr. William O'Brien, as the Project Managers.

All work will be performed in accordance with State of Michigan and Federal laws and regulations.

The scope of work was developed based on the following:

- A walkthrough and survey of the subject building.
- Conversations with Josh Leach.

SCOPE OF WORK

ABF will oversee the construction of proper enclosure throughout the entire building, as needed. The project will entail abatement of all asbestos containing flooring material identified by ABF.

ABF shall provide abatement of the following:

– MOBILIZATION, PROVIDE EQUIPMENT, SUPPLIES, DISPOSAL, AND COMPETENT

LABOR FOR SCOPE OF WORK: -

THROUGHOUT, ESTABLISH MULTIPLE NEGATIVE AIR CONTAINMENTS W/HEPA AIR SCRUBBERS, AND AN EXTERIOR WORK AREA ENCOMPASSING STRUCTURE:
- FURNACE ROOM, REMOVE/DISPOSE 5 SF OF WALL PENETRATION MORTAR.
- EXTERIOR WINDOWS, REMOVE/DISPOSE ALL ORIGINAL CONSTRUCTION WINDOWS W/ASSOCIATED WINDOW GLAZE, WINDOW CAULK, AND SIDING ASSOCIATED WITH WINDOW CAULK (DURING REMOVAL OF EXTERIOR WINDOW CAULK, DAMAGE MAY OCCUR TO REMAINING BUILDING MATERIALS, e.g., BRICKS, ETC.
- EXTERIOR DOOR CAULK, REMOVE/DISPOSE OF ORIGINAL CONSTRUCTION EXTERIOR DOOR CAULK, AND ASSOCIATED TRIM AND SIDING.
- BASEMENT, REMOVE/DISPOSE 270 LF OF VISIBLE STRAIGHT PIPE INSULATION.
-BASEMENT, REMOVE/DISPOSE 30 (EACH) PIPE JOINT INSULATION, AND ENCAPSULATE PIPE JOINT FITTINGS
- HEPA VAC AND ENCAPSULATE WORK AREAS.
- ABF shall provide 3rd Party Air Monitoring and Reporting
JOB DURATION: Up to 15-DAYS

CONTENTS ON FLOORING TO BE REMOVED BY CLIENT, AND WATER, 120-220 AMP 3 PHASE ELECTRICITY AND RESTROOMS TO BE PROVIDED BY CLIENT.

ABF shall provide for 40 hour, licensed, competent abatement supervisor, for 10-14 days for 40/hour weeks.

Client shall provide for all electricity or generators necessary to provide power so that all work areas can be properly placed under negative pressure during abatement.

ABF has provided for all waste generated to be disposed of at an approved landfill.

ABF HAS NOT INCLUDED:
1) Water (hydrant permits required for abatement).
2) Site Security
3) Power

Prior to conducting work at the site, ABF will prepare a site-specific Health and Safety Plan (HASP) for ABF personnel, to meet hazardous waste operations and emergency response (HAZWOPER) requirements as specified in 29 CFR 1910.1200.

The HASP will include the items listed below:

- A description of the known chemical and physical hazards, identification of the suspected impacted areas, and information about the surrounding areas;
- Identification of individuals responsible for site control;
- A list of personal protective equipment to be used at the site;

- Emergency procedures and telephone numbers;
- A site location map including routes to the nearest hospital; and
- A section discussing the training received by ABF's on-site personnel.

- The work shall be completed in 10-15 working days or less based on the quantities provided by the consultant who performed the survey and roof square footage. A 10-Day notification will need to be submitted to the State of Michigan prior to initiation of work. All work will be performed between during daylight hours Monday through Friday.

- If any unknown quantities of ACM are discovered during the demolition/abatement ABF will abate at no additional charge.

EXEMPTIONS

- Removal of building contents to be performed by others.
- Any unforeseen materials will be abated at an additional cost. They may include inaccessible areas or materials behind walls.

SCHEDULE

Upon authorization by the Client to proceed, ABF/ABC Statewide are prepared to begin work immediately upon authorization and State of Michigan approval. A 10-Day notification will need to be submitted to the State of Michigan prior to initiation of work. Work will be completed within 10-15 working days. If weekends are requested to complete the job it will be done at an additional charge to the client.

COST ESTIMATE

Based on the Scope of Work outlined in this proposal, the project cost is a lump sum fee of $32,7400.00. A retainer is not requested at this time. Balance is due NET 15 Days. A detail of the cost breakdown per Task is as follows:

Asbestos Air Monitoring and Reporting Services..	$	8,940.00
Asbestos Abatement and Disposal Services..	$	23,800.00
Estimated Total:	**$**	**32,740.00**

TERMS AND CONDITIONS

The client guarantees with the acceptance of this agreement that ABF have been granted access to the site by the current legal property owner so that ABF may complete the aforementioned Scope of Work. If the above terms are satisfactory to you, please indicate your approval by signing and returning one copy of this contract to our office by fax (248-499-7968) or e-mail fjabdou@yahoo.com.

Thank you for the opportunity to provide with this proposal. We look forward to working with you on this important project. If you require additional information regarding this proposal please contact Mr. Fred Abdou (Project Manager) by cell phone at (586) 405-5416.

Sincerely,
ABF Environmental

Frederick J. Abdou
Principal Engineer

This proposal, and the attached "Standard Terms and Conditions" are understood and accepted by

Client's Authorized Signature:

____
Signature

____
Name (Please Print)

____
Date

Proposal for Asbestos Abatement and Air Monitoring for 33805 Grand River Ave., Farmington, Michigan

ENCON Environmental &
Construction Services
13681 Mortenview
Taylor, MI 48180
anthony@enconservices.us
+1 (313) 613-3088
https://enconservices.us

QUOTE

DATE:
08/07/2026

INVOICE #
0

CUSTOMER ID:
ABF

TO: CITY OF FARMINGTON

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
N/A	WARNER MANSION 33805 Grand River Ave, Farmington, Michigan	Due on receipt	TBD

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
5SF	FURNACE ROOM WALL PENETRATION MORTAR, REMOVE AND PROPERLY DISPOSE.	NA	NA
33	EXTERIOR WINDOWS, ORIGINAL CONSTRUCTION WINDOWS WITH WINDOW GLAZE, WINDOW CAULK, AND SIDING WITH WINDOW CAULK REMOVE AND PROPERLY DISPOSE.	NA	NA
4	EXTERIOR DOOR CAULK, ORIGINAL CONSTRUCTION EXTERIOR DOOR CAULK, AND DOOR TRIM AND SIDING REMOVE AND PROPERLY DISPOSE	NA	NA
270 LF	BASEMENT STRAIGHT PIPE INSULATION REMOVE AND PROPERLY DISPOSE	NA	NA
30	BASEMENT PIPE JOINT INSULATION REMOVE AND PROPERLY DISPOSE, AND ENCAP PIPE JOINTS	NA	NA
	HEPA VAC INTERIOR WORK AREAS	NA	NA
	ABATEMENT TOTAL COSTS		$27,200.00
	STATE OF MICHGAN 10-DAYS NOTIFICATION FEE	NA	NA
	INDEPENDENT 3RD PARTY AIR MONITORING	$11,600.00	$11,600.00
		SUBTOTAL	**$38,600.00**
		DEPOSIT	**0**
		TOTAL	**38,600.00**

MAKE ALL CHECKS PAYABLE TO ENCON ENVIRONMENTAL AND CONSTRUCTION SERVICES
Thank you for your business! 13681 Mortenview, Taylor, MI 48180

STATEWIDE CONTRACTORS LLC
Safely Helping to be a Better Place

QUOTE

7960 Grand River Rd, Suite 195
Brighton, MI 48114
313.910.2480

INVOICE # 26-0121
Date: 07/30/2026

To:
CITY OF FARMINGTON – RE: WARNER MANSION

Reference	Jobsite	Payment terms	Due date
Cristina Echevarría	33805 Grand River Ave, Farmington, Michigan	BALANCE UPON COMPLETION	TBD

Phase	Description	Unit price	Line total
1	33805 Grand River Ave., Farmington, Michigan, throughout: - MOBILIZATION, PROVIDE EQUIPMENT, SUPPLIES, DISPOSAL, AND COMPETENT LABOR FOR SCOPE OF WORK: - THROUGHOUT, ESTABLISH MULTIPLE NEGATIVE AIR CONTAINMENTS W/HEPA AIR SCRUBBERS, AND AN EXTERIOR WORK AREA ENCOMPASSING STRUCTURE: - FURNACE ROOM, REMOVE/DISPOSE 5 SF OF WALL PENETRATION MORTAR. - EXTERIOR WINDOWS, REMOVE/DISPOSE ALL ORIGINAL CONSTRUCTION WINDOWS W/ASSOCIATED WINDOW GLAZE, WINDOW CAULK, AND SIDING ASSOCIATED WITH WINDOW CAULK (DURING REMOVAL OF EXTERIOR WINDOW CAULK, DAMAGE MAY OCCUR TO REMAINING BUILDING MATERIALS, e.g., BRICKS, ETC. - EXTERIOR DOOR CAULK, REMOVE/DISPOSE OF ORIGINAL CONSTRUCTION EXTERIOR DOOR CAULK, AND ASSOCIATED TRIM AND SIDING. - BASEMENT, REMOVE/DISPOSE 270 LF OF VISIBLE STRAIGHT PIPE INSULATION. -BASEMENT, REMOVE/DISPOSE 30 (EACH) PIPE JOINT INSULATION, AND ENCAPSULATE PIPE JOINT FITTINGS - HEPA VAC AND ENCAPSULATE WORK AREAS. JOB DURATION: 15-DAYS This work will require a 10-day Notification to the State before work can begin. All work will be conducted under current Federal, State and local guidelines. CONTENTS TO BE REMOVED BY CLIENT, AND WATER, 120-220 AMP ELECTRICITY AND RESTROOMS TO BE PROVIDED BY CLIENT	$25,800.00	$25,800.00
1	THIRD PARTY AIR MONITORING	$12,000.00	$12,000.00

	Subtotal	$37,800.00
	DEPOSIT (25%)	$00.00
	REMAINING BALANCE	$37,800.00

Thank you for your business!

ABF Environmental

ASBESTOS IDENTIFICATION SURVEY
33805 GRAND RIVER AVENUE
FARMINGTON, MICHIGAN 48335

Prepared For

Mr. Chuck Eudy
Superintendent of Public Works
City of Farmington
33720 West Nine Mile Road
Farmington, Michigan 48335

Prepared By:

ABF Environmental
28200 Orchard Lake Road, Suite 101
Farmington Hills, Michigan 48334

June 2, 2025

Project Number: ABF-25-3185-4

TABLE OF CONTENTS

1.0 INTRODUCTION

ABF Environmental was retained by the City of Farmington to perform an asbestos identification survey of a residential structure located at 33805 Grand River Avenue in Farmington, Michigan. The property includes an approximate 2,000 square foot two-story structure with a partial basement and crawlspace that was built in approximately the mid-1800s with a south addition that was built in the early 1900s. The survey area consists of the entire structure, which is planned for renovation/demolition. The building consists of a brick and wood structure, stone and concrete foundation, and shingle roof.

Accessible interior and exterior areas of the structure were surveyed in preparation for planned renovation/demolition of the building. The survey was conducted on May 19, 2025. The survey was performed by Mr. William OBrien of ABF Environmental, who is a State of Michigan Licensed Building Inspector.

Elements of the asbestos building inspection were based on practices specified in the National Emission Standards for Hazardous Air Pollutants (NESHAPS), Michigan Public Act 440 of 1988, U.S. Environmental Protection Agency (EPA) and Occupational Safety and Health Administration (OSHA) standards and included the identification of homogeneous areas within the subject facilities, bulk sample collection of suspect materials, and laboratory analysis. Field activities were performed by Accredited Asbestos Building Inspectors as recognized by the State of Michigan Department Labor and Economic Growth (MDLEG) who have met the requirements of Section 206 of the Toxic Substances Control Act and the Asbestos School Hazard Abatement Reauthorization Act (ASHARA). The Model Accreditation Plan (MAP) under ASHARA extends training and accreditation requirements to those individuals performing asbestos inspections in public, commercial and industrial buildings.

The goal of this asbestos survey is to provide identification of Asbestos Containing Materials (ACM) in the interior and exterior of the subject area. The information contained in this report will serve as a guideline to design an abatement plan prior to renovation/demolition activities.

2.0 APPLICABLE REGULATIONS

The following list highlights the primary federal regulations governing the asbestos inspection and abatement industry.

OSHA 29 CFR 1926.1101 Construction Industry Standard for Asbestos - Covers asbestos exposure in work involving: (a) demolition or salvage of structures where asbestos is present, (b) removal or encapsulation of materials containing asbestos, (c) construction, alteration, repair, maintenance, or renovation of structures, substrates, or

portions thereof, that contain asbestos, (d) disposal, storage, transportation, containment of and housekeeping activities associated with asbestos or products containing asbestos.

OSHA 29 CFR 1910.134 General Industry Standard for Respiratory Protection – Covers the purpose, proper use, fitting instructions, maintenance, care and limitations of respirators. The regulation requires development of standard operating procedures and a written respirator program.

OSHA 29 CFR 1910.20 Access to Employee Exposure and Medical Records – Covers record keeping and employee access to records, including exposure monitoring information, medical surveillance and training records.

OSHA 29 CFR 1910.1200 Hazard Communication Standard - Requires employers to provide information to their employees about hazardous chemicals/materials to which they are exposed. This information is transmitted by means of a hazard communication program, labels and other forms of warning, material safety data sheets, and training.

EPA 40 CFR Part 61 National Emission Standards for Hazardous Air Pollutants -Rules concerning the application, removal, and disposal of ACM. Also covers notification requirements to a regional NESHAP Coordinator which specifies quantities, project dates, description of planned removal methods, procedures to be used to comply with the requirements of the regulation, and disposal site information.

EPA ASHARA Model Accreditation Plan (MAP) - Expands TSCA section 206, specifically the training and accreditation requirements, to persons performing asbestos work in public and commercial buildings. Applicable to anyone who inspects for ACM, designs or conducts a response action with respect to friable ACM.

Department of Transportation (DOT) 49 CFR 171-178 - Includes requirements for classification of materials, packaging, hazard communication (package marking, labeling, placarding, and shipping documentation), transportation, handling and incident reporting.

Asbestos is classified as follows:

Proper Shipping Name:	**Environmentally Hazardous Substance (Asbestos)**
Special Provisions:	**None**
Hazard Class or Division:	**9**
I.D. Numbers:	**NA 2212**
Packing Group:	**III**
Label:	**Class 9**

3.0 SAMPLING PLAN AND SAMPLE COLLECTION

The following subsections describe the sampling plan and sample collection phases of the survey.

3.1 Preparation of a Sampling Plan

ABF Environmental performed a site reconnaissance of the building area to identify homogeneous materials located in accessible areas throughout the area. Based on the site reconnaissance, suspect materials were identified, which are indicated in Table 1. Limited destructive access was not performed during the course of the survey to access materials; therefore, hidden materials may still be present. The survey included the entire structure which is approximately 2,000 square feet in size.

Homogeneous areas are defined as uniform in texture and color, and appear identical in every other respect. Materials were categorized into one of the following three material types commonly known to contain asbestos: (1) surfacing material, (2) thermal system insulation, and (3) miscellaneous material. Each type contains many different and distinct variations. For classification purposes, each distinct material was assigned a unique identification number.

Based on the performance of the survey, twenty-seven (27) homogeneous areas were identified in the structure, as summarized in the attached Table 1. Details about the suspect asbestos materials identified during the survey are provided in Table 2.

According to the U.S. Environmental Protection Agency (EPA), asbestos materials are classified as friable, Category I non-friable or Category II non-friable in 40 CFR Part 61, National Emissions Standards for Hazardous Air Pollutants (NESHAPS). The NESHAPS classes are defined as follows:

- "Friable asbestos material" - any material containing greater than one percent (>1%) asbestos that when dry can be crumbled, pulverized, or reduced to powder by hand pressure.
- "Category I nonfriable ACM" - means asbestos-containing packing, gaskets, resilient floor covering, and asphalt roofing products containing greater than one percent (>1%) asbestos.
- "Category II non-friable ACM" - means any non-friable material, excluding Category I non-friable ACM, containing greater than one percent (>1%) asbestos.

3.2 Sample Collection and Results

Bulk sampling of suspect materials was performed on May 19, 2025, 2025. Sampling procedures were performed in accordance with Asbestos Hazard Emergency Response Act, 40 CFR Part 763 (AHERA) protocols by State of Michigan licensed asbestos inspectors.

Sample locations were selected to be representative of homogeneous materials identified within the buildings. Samples were obtained in a manner to minimize damage and, where possible, were collected from previously exposed/damaged locations. Factors used in the selection of sample locations included accessibility, potential for occupant exposure, and/or general safety.

Sixty-one (61) samples were collected from twenty-four (24) homogeneous materials for analysis of asbestos by polarized light microscopy (PLM) in the main structure. Limited destructive means was not used to access hidden areas (behind walls, below flooring, etc.) for the identification of potential suspect asbestos-containing materials. Sample locations are depicted on the attached figure.

The submitted samples were analyzed by IMS Laboratory of Commerce, Michigan, a NVLAP Accredited Laboratory utilizing first positive stop technique. Sixty eight (68) sample layers were analyzed for the structure.

Suspect materials are considered asbestos-containing if they contain greater than one (1) percent asbestos. Based on the analytical results, the following material was found to be asbestos containing.

- Wall penetration mortar located in the Basement furnace room
- Exterior window caulk in the original construction (north) portion
- Window glazing in the original construction (north) portion
- Exterior door caulk in the original construction (north) portion
- Window glazing in the addition (south) portion

Straight pipe insulation and pipe joint insulation located in the Basement were previous found to be asbestos containing and were not sampled. Roofing materials were not sampled, and were assumed to be asbestos containing. Analytical results indicated rough plaster (located in the furnace room) was found to have <1% chrysotile, which is not considered asbestos containing. The remaining sampled materials were non-detect for asbestos. Analytical data is included in Appendix A and summarized in Table 2. Quantities of ACM are estimated and should be verified by contractors prior to bidding on abatement.

Electricity was assumed to be active in the building, so electrical equipment was not inspected based on safety considerations. Materials associated with the electrical system may contain asbestos. If a new suspect material is found, the material should be presumed/treated as asbestos-containing or sampled and analyzed for asbestos content prior to disturbance.

4.0 RECOMMENDATIONS AND LIMITATIONS

If disturbed during such activities as renovation or demolition, asbestos-containing materials identified in the subject building must be properly removed by a State-licensed asbestos abatement contractor in accordance with all applicable regulations, and properly disposed at an appropriate landfill. Quantities are estimated and should not be used for bidding purposes, unless contractors visit the site and verify the scope of work.

Limited destructive access was not performed during the course of the survey; therefore, hidden materials may be exposed during renovation. If a newly identified suspect material is found (or an identified asbestos containing material is found in an unidentified area), the material should be presumed/treated as asbestos-containing or sampled and analyzed for asbestos content prior to disturbance.

Prepared by:

William T. OBrien

William OBrien
State of Michigan Certified Asbestos Inspector
Certification # A28393

Reviewed by:

Frederick J. Abdou
Director of Environmental Services

Farmington City Council Staff Report	**Council Meeting Date: Aug. 17, 2026**	**Informational**

Submitted by: Melissa Andrade, Assistant to the City Manager

Agenda Topic: Minutes from City's Boards and Commissions

CIA: July meeting not yet posted
DDA: June 2026
Historical: June 2026
Parking: Next meeting Aug 19
Pathways: July 2026
Planning: May and July 2026
ZBA: Previous meeting minutes not yet posted (May 28, 2025)
Library: July 9 and July 15 Special Meeting
Commission on Aging: June minutes not yet posted
Farmington/Farmington Hills Arts Commission: May minutes not yet posted
Commission on Children, Youth and Families: May 2026
Emergency Preparedness Committee: September meeting canceled

DOWNTOWN FARMINGTON
Downtown Development Authority

DDA Board Meeting
8:00 am Wednesday June 3, 2026
City Hall Conference Room
23600 Liberty Street
Farmington, MI 48335

Meeting Minutes

The meeting was called to order at 8:01 AM by Todd Craft.

1. **Roll Call**
   Present: Todd Craft Sean Murphy, James McLaughlan, and Tom Pascaris, Shawn Kavanagh, and Donovan Singleton (arrived at 8:09)
   Absent: Claire Perko, Joe LaRussa, and Karlyn Cassidy
   Others Present: Jess Westendorf, Jenny Gray

2. **Approval of Consent Agenda**
   Motion by **McLaughlin**, seconded by **Murphy** to approve the Consent Agenda, including the May 5, 2026 DDA Business Development Committee minutes, May 6, 2026 DDA Board Regular Meeting minutes, May 13, 2026 DDA Design Committee minutes, May 21, 2026 DDA Design Committee minutes, May 19, 2026 DDA Promotions Committee minutes, and May 27, 2026 DDA Organization Committee minutes. Motion passed unanimously.

3. **Approval of Regular Agenda**
   Motion by **Pascaris**, seconded by **Kavanagh** to approve the regular agenda. Motion passed unanimously.

4. **Public Comment**
   No public comments.

5. **Executive Director Update**
   Jess Westendorf reported that Downtown Farmington's summer programming season was underway, including Farmington Fit, Lunch Beats, Art on the Grand, Rhythms in Riley Park, and Dinan Park Music. She noted that the Farmington Area Pride Alliance would host a Downtown Business Pride Bingo event on June 20 and that updated pride stickers with the GAMSA logo were available for downtown businesses.

   Westendorf reported continued progress on the Art Park Promenade, noting that concrete work, fencing, furnishings, and preparations for the Make-A-Wave mural were moving forward, with completion anticipated during the month. She also reported that the DDA had reserved a place in the Midwest Sculpture Initiative, with public art and design committee review expected later in the summer before sculpture installation in the fall.

Westendorf also highlighted recent Design Committee work on The Farmington, a four-story mixed-use development proposed for the Village Shoe Inn site. The project received Planning Commission approval the previous week and was expected to return to the Design Committee for final review and to the ZBA for a height variance. She further reported that the Retail LAB incubator was expected to open during the month, with The Lowry Estate as the first tenant and another tenant planned for September.

6. **Approval of Pay Request #5 Warren Construction, Invoice #2508-5**
   Westendorf presented Pay Request #5 from Warren Construction which covered construction and site work completed during the prior month.
   Motion by **Murphy,** second by **Pascaris** to approve pay order #5 in the amount of $117,190.25 to Warren Construction derived from 248-000.00-970.242 Capital Outlay, Art Promenade. Motion passes unanimously via roll call.

   Votes:
   Ayes (6): Todd Craft, Tom Pascaris, James McLaughlan, Donovan Singleton, Sean Murphy, Shawn Kavanagh.
   Nays (0): None.
   Absent (3): Karlyn Cassidy, Claire Perko, Joe LaRussa.

7. **Committee Updates**
   Promotions Committee: Westendorf reported that the committee discussed branding for the Retail LAB, the updated website calendar, GAMSA public relations momentum, Farmington After Dark promotion, and new resident welcome packets. The updated calendar was described as live on the Downtown Farmington website and intended to better highlight downtown events.

   Business Development Committee: James McLaughlan and Westendorf reported that recent committee discussion included the retail incubator, Farmington After Dark, open properties, recruitment opportunities, and the PSD renewal process. Westendorf noted that the PSD renewal timeline had been adjusted while staff continued to evaluate related development and assessment considerations involving Farmington Place.

   Design Committee: Westendorf reported that the committee had held several detailed meetings focused on The Farmington development, Grand River streetscape replanting, and furnishings for the Art Park Promenade. She noted that furnishings were on order and that an anonymous donation of $10,500 had been received for art and furnishings at the Promenade.

Public Art Committee: Westendorf reported that the Public Art Committee would meet later in the summer to review Midwest Sculpture Initiative options for the Promenade, with selections expected shortly after the artwork file is received.

Organization Committee: Sean Murphy reported that the committee met and discussed the July 21 volunteer appreciation and Harvest Moon pep rally, volunteer signups, and ways to make volunteering more accessible. The committee discussed more personal outreach to new volunteers, including possible coffee chats and follow-up communication.

8. **Other Business**
   No formal action was taken under Other Business.

9. **Board Comment**
   Board comment included appreciation for attendance at the upcoming Main Street celebration and discussion of the event theme.

10. **Adjournment**
    A motion by **Singleton**, seconded by **Pascaris** to adjourn the meeting at 8:34 AM. The motion passed unanimously.

HISTORICAL COMMISSION REGULAR MEETING
Minutes
June 24, 2026

1. Meeting was called to order at 7:05pm

2. Roll call: Laura Myers, Kevin Parkins, Jill Keller, Kevin Russom, Danielle Mahoney, Peggy Castine, Lena Stewart, and Rudy Wengorovius   Guest: Maria Taylor.

3. Approval of agenda: Kevin Parkins approved, Jill Keller seconded; all ayes

4. Public Comment: none

5. Approval of Minutes – regular meeting of May 27, 2026: Kevin Perkins approved, Kevin Russom seconded; all ayes

6. Financial Report: n/a
7. Warner Mansion Activities: no updates.
8. New Business: n/a

9. Old Business:
   a. Commission member and alternates - Danielle Mahoney, Peggy Castine, Lena Stewart - introductions by all, discussion on Historical Commission activities.
   b. Craft table at Farmers Market July 4: sign-up link is on Farmington FB page and also noted in water bill.   HC members will volunteer.
   c. Movie Night at Civic July 8: A League of Their Own. Starts 3:55.   HC members encouraged to attend.
   d. Founders Festival Kickoff: Warner Mansion:
      i. Event planner reviewed to confirm all items on track (next pages)
      ii. Meeting set for July 13th, 7:15pm, Mansion Porch,   final details.
   e. Historic District Survey: some progress with pages – targeting in-person meeting with Matt Malone in August.   Peggy expressed interest in supporting.
   f. Downtown Historic Plaques: Design Committed and DDA have approved plaque design. Maria has written historical narrative for Civic Theater.   Kevin R presented, and HC members agree to proceed with ordering.
   g. Election of Officers
      i. Nominees:
         - Chair – Jill Keller
         - Vice Chair – Kevin Russom
         - Treasurer – Laura Myers
         - Secretary – Rudy Wengorovius

      Voting – motion to approve Kevin Parkins, seconded Danielle Mahony, all ayes.

10. Correspondence and communications: none
11. Commission Comments: none
12. Adjournment at 8:25pm

FARMINGTON PATHWAYS COMMITTEE
LOCATION: Conference Room at City Hall

7:00 p.m. AGENDA JULY 8, 2026

1. CALL TO ORDER 7:05 pm by Heather Davies
2. ROLL CALL Present: Chris Weber, Jamie Palmisano, Dave Haering, Maria Taylor, Joe VanDerZanden, Tim Prince, Heather Davies,Kevin Daniels
3. APPROVAL OF AGENDA Dave moved to approve by Maria, seconded. Approved unanimously.
4. APPROVAL OF MINUTESMEETING MINUTES, JUNE 10, 2026 Dave moved to approve by motion, seconded by Tim. Approved unanimously.
5. MONTHLY INSPO - Kevin - Peanut Roundabout
6. OLD BUSINESS
   a. GRAND RIVER PEDESTRIAN COUNTS -
      i. Womans Park - June 27 at 10am - Maria and Dave = **32**
      ii. School Street and Near Sidecar Slider Bar / Farmington CoWork - June 19 at 6pm - Marae and Tim = **32**
      iii. Between Mayfield and Maple - TBD and TBD - Heather and Kevin
      iv. Lake Way - Thursday, July 7 6pm- Joe and Jamie with Marie = **50**
      v. Grand River and Whittaker/Gill - TBD and TBD
   b. SHIAWASSEE PARK ACCESS POINTS DISCUSSION AND PRIORITIZATION UPDATE - OHM Shiawassee and East Power would be an easy walkway to accomplish. North Power would be more of a challenge
   c. E-BIKE UPDATE - Patrick from the corridor improvement authority talked about the difference in E-bikes. This is still being looked at by legal and city council
   d. TARGET AREA UPDATE FROM PRIOR MEETING - Shiawassee Park Entrances. Gill Road Public Safety Speed Trailers.
7. NEW BUSINESS
   a. ANY NEW TARGET AREAS?
      i. Farmington Hills Corridor Improvement Authority Streetscape and Design Concepts - Review plans
      ii. Farmington Crosswalk Enforcement - Discussed appreciation
   b. ANY NEW CITY CONSTRUCTION PROJECTS?
8. PUBLIC COMMENT - Patrick 22432 Bookdale, Farmington
9. COMMITTEE MEMBER COMMENT - None
10. ADJOURNMENT - Meeting adjourned by 8:20, motion by Heather, supported by Tim, Approved unanimously.

Next meeting: AUGUST 12, 2026

FARMINGTON PLANNING COMMISSION PROCEEDINGS
23600 Liberty Street
Farmington, Michigan
May 28, 2026

Vice Chairperson Kmetzo called the meeting to order in Council Chambers, 23600 Liberty Street, Farmington, Michigan, at 7:00 p.m. on Thursday, May 28, 2026.

ROLL CALL

Present: Crutcher, Gray, Kmetzo, Majoros, Mantey, Westendorf
Absent: Perrot

A quorum of the Commission was present.

OTHER OFFICIALS PRESENT: Jeff Bowdell, Building Official; Beth Saarella, City Attorney; Kristen Hatfield, Planning Consultant OHM, Matt Parks, Engineering Consultant OHM, Brian Belesky, Director of Media, Brian Golden, Director of Media.

APPROVAL OF ITEMS ON CONSENT AGENDA

A. April 13, 2026 Minutes

MOTION by Crutcher, seconded by Majoros, to approve the items on the Consent Agenda.
MOTION carried, all ayes.

APPROVAL OF ITEMS ON REGULAR AGENDA

MOTION by Majoros, seconded by Gray, to amend the agenda to move Public Comment from item 7. to item 5. between C and D.
MOTION carried, all ayes.

MOTION by Crutcher, seconded by Majoros, to approve the Regular Agenda.
MOTION carried, all ayes.

UNFINISHED BUSINESS

A. None

NEW BUSINESS

A. SPECIAL LAND USE PUBLIC HEARING – 31806 GRAND RIVER AVENUE, VIBE CREDIT UNION

Weber introduced this item. Weber stated that Hunter Karam of Donna and Associates LLC applied for a special land use for 31806 Grand River Avenue, Vibe Credit Union. Hunter is the architect for Vibe Credit Union, and Vibe Credit Union would like to open up a bank with a drive-through facility at this location.

This property is zoned C2 Community Commercial District, and banks with a drive-through facility are a special land use in this district requiring Planning Commission approval. The special land use was noticed to the public in the Oakland Press as required.

Weber then asked for the representatives from Vibe Credit Union to present a brief summary of the plans. Anthony Taormina, Vice President of Building Operations for Vibe Credit Union, 31806 Grand River, and Sal Lorenzano, Architect for Vibe Credit Union approached the podium to present.

Taormina stated that their project is the remodeling of the existing financial institution building. He then stated there was a five-lane drive through that they intend to put back to use as a drive through. They will only use two lanes with the required bypass and an outside ATM. The project is a complete remodel of both the interior and exterionr. On the exterior, they are also looking to change the facade of the building, removing some brick and painting the brick that remains.They will use some of the same architectural structures and fixtures as they use in their other locations. Metal panels will surround the drive-through at the top of the building and have a green metal panel accent strip in front. There will be upgraded landscaping and exterior lighting. On the inside it's a small building, only 1200 square feet, so they are looking to employ three to four full-time employees - three full-time personnel, and then one rotating service person that will be wealth management and real estate commercial business. They will have a drive-up service and night deposit service. They will be upgrading the bathroom to meet current ADA requirements.

Hatfield then provided a summary of the special land use review letter dated May 18, 2026, which stated that they felt the plan met both the general standards and the specific standards for drive-through facilities outlined in Aarticle 12 of Farmington's zoning ordinance that regulates special land uses. Some of the most notable requirements would be demonstrating that the applicant has sufficient stacking spaces for the cars over at the drive-thru, which, in our opinion, they did on the site plan. Hatfield stated that the applicant met both the general standards for a special land use and specifics standards for a drive-through. Therefore, they recommend approval.

Kmetzo then asked for a motion to open the public hearing.

MOTION by Majoros, seconded by Crutcher, to open the Public Hearing on Vibe Credit Union, 31806 Grand River Avenue.
MOTION carried, all ayes.

Michael Smith, 22809 Lake Way Street, stated that I was there when it used to be a Comerica Bank, and I believe Vibe Credit Union would be a great asset to the community. The only thing I ask is that the drive through exit to Grand River instead of onto Lake Way Street, that they come in, maybe on Lakeway Street, or on that other side of the bank, come in, but exit to Grand River, that way the lights would be going out towards the street. Lakeway Street, right now, probably has the most traffic on it than it's had in 38 years, but the credit union would be good. Since the parking area borders residential, if there could be a barrier put down the strip there, there's nothing right now between the residential and commercial.

Kevin Shallow, 22712 Lake Way Street, stated that a big concern that people have on the street is where the flow of traffic is going to run. Are people going to pull into Lake Way, then pull into the credit union. Is there going to be an entrance established off of Grand River, or could they enter and exit from Grand River, because he lives right by Credit Union One and they enter from Grand River, but almost everybody exits onto Lake Way. Also, everyone that goes to and from the high school is speeding up and down Lake Way. It’s a very busy street to begin with for a residential street. Eventually there's probably going to be a house on that lot right behind the new bank, and they're probably going to want some kind of wall or barrier. When they're building a house there, is there going to be a little buffer between the business and the lot right behind the bank?

There were no more comments.

Kemtzo then asked for a motion to close the public hearing.

MOTION by Majoros, seconded by Crutcher, to close the Public Hearing on Vibe Credit Union, 31806 Grand River Avenue.
MOTION carried, all ayes.

B. CONSIDERATION TO APPROVE SPECIAL LAND USE – VIBE CREDIT UNION, 31806 GRAND RIVER AVENUE

Weber gave the developers an opportunity to address the questions during public hearing. Taormina stated that intent is to have the drive-through exit onto Grand River as it was in the past. All traffic flows out to Grand River. As far as entrance and exit off of Lake Way, it was always utilized that way. Our building signage, everything will be positioned in a way that you see it from Grand River, and they would hope that everyone would utilize that entrance. They plan to move forward with the landscape screen wall, but there would be some type of buffer.

MOTION by Majoros, seconded by Westendorf, to approve the special land use for 31806 Grand River Avenue, Vibe Credit Union for use of a bank with a drive-through facility because it meets the standards for approval for a special land use Section 35-152 as follows:

1. The proposed use will be compatible and in accordance with the goals, objectives, and policies of the City of Farmington Master Plan, because this special land use request is compatible with the objective of increasing commercial opportunities and promoting economic growth in the City of Farmington. **Additionally, the proposed business offers services that could be used by most residents and the site is designed to accommodate a drive-through window.**
2. The proposed use will promote the intent of the zoning district in which the use is proposed, because the intent of the C2 community commercial district is to create mixed-use neighborhood centers with retail services that provide convenient shopping for people residing in nearby residential areas. **The intent of this district is also to concentrate businesses that harmonize with the character of the surrounding uses, and to prohibit uses that might create traffic hazards, offensive noises and late hours of operation. In this case, the proposed business is replacing a bank that was previously located on the parcel. We believe the proposed business will be in harmony with surrounding uses, and we do not anticipate that it will create traffic hazards, offensive noises or late hours of operation, because the subject parcel will provide an office use that is professional in nature, while also serving as a transitional area between residential to the north and commercial to the south, and providing a buffer for residential neighborhoods and arterial roadways.**
3. The proposed use will be constructed, operated, and maintained so as to be compatible with the existing or intended character of the general vicinity, and so

as to not change the essential character of the area in which it is proposed, because the site was previously utilized for a financial institution with a drive-through, and will again be used for the same purpose.

4. The proposed use will be served adequately by public facilities and services, such as traffic operations along streets, police and fire protection, drainage structures, water and sewage facilities, and primary and secondary schools, because all of these facilities are existing.
5. The proposed use of a financial institution with the drive-through window would not involve uses, activities, processes, materials, and equipment, or conditions of operation that, in comparison to permitted uses in the district, be detrimental to the natural environment, public health, safety, or welfare by reason of excessive production of traffic, noise, smoke, odors, or other such reasons.

Motion carried, all ayes.

C. SITE PLAN REVIEW – 31806 GRAND RIVER AVENUE, VIBE CREDIT UNION

Weber introduced this item and turned it over to Hatfield. Hatfield discussed that the site is just over half an acre in the zone C2 Community Commercial, and it was a bank in the past. This was a straightforward site plan to review, but the areas for input or feedback from the Planning Commission include the following:

1. The proposed sheet metal roof. The Planning Commission has the discretion to decide if that is consistent with the architectural guidelines.
2. The lime green color that's proposed on the pillar of the street facing facade. The Planning Commission has the discretion to decide whether the color is consistent with City guidelines.
3. Entrances and exits. The Planning Consultant's recommendation is to consider making the eastern driveway from Grand River one way rather than two way, so the traffic is coming in, circulating around the site, and going out, and we're not having conflict between vehicles turning left and right from that eastern driveway.
4. Buffer along northern edge of property. A buffer is required between this commercial property and the residential to the north. Planning Commission has the discretion to say if that's a wall, landscaping, or a combination.

Crutcher asked the applicant if the site would feature an ATM and whether it would operate 24 hours a day. Representing Vibe Credit Union, Taormina stated that a drive-up ATM would be positioned in the second lane from the outside and would be fully operational 24 hours a day.

Westendorf asked if a continuous neon band would run along the upper perimeter of the building. Crutcher sought clarification on whether it was an LED light embedded within the metal panel. Taormina clarified that it is an LED light fixture designed to simulate a neon appearance, recessed cleanly inside the architectural metal paneling. Westendorf questioned whether neon or simulated neon-LED lighting is permitted under the current sign and zoning codes. Planning Consultant Hatfield clarified that while true gas neon tubing is prohibited, the zoning ordinance explicitly allows the Planning Commission to review and approve internally illuminated architectural bands.

Crutcher asked if the Vibe Credit Union representatives would be open to removing the decorative LED light band from the rear and residential-facing elevations of the building. Taormina agreed, stating that they would restrict the illuminated band strictly to the front and street-facing sides of the facility, noting that their standard corporate layouts do not run the lighting 360 degrees around the building.

Majoros asked the applicant if they had any objections to modifying the eastern Grand River Avenue driveway to act as an entrance-only access point. Taormina stated they were amenable to making that adjustment. Crutcher expressed concern over an entrance-only restriction, noting that forcing all exiting traffic to a single point might create an internal bottleneck, and argued that allowing vehicles to exit onto Lake Way from the east drive appeared safer for overall site flow.

Majoros asked if the Commission could move forward with a site plan approval tonight while leaving the final driveway traffic configuration to be ironed out dynamically by Administration. Planning Consultant Hatfield confirmed that the Commission could legally structure a motion making the approval conditional upon final administrative and public safety review of the internal traffic circulation pattern.

Majoros requested a more detailed description of the roof lines. Taormina explained that the vast majority of the building features a standard, flat rubber membrane roof. However, there is a small architectural bump-out area that is currently shingled; Vibe Credit Union proposes replacing those shingles with a standing seam metal roof, which they find to be significantly more aesthetically pleasing and durable.

Kmetzo asked the applicant to clarify their plans for waste receptacles, mechanical equipment, and utility screening. Taormina explained that because financial institutions generate very minimal physical waste, they do not require a standard heavy commercial dumpster. Instead, they utilize a 96-gallon rolling tote that is stored inside the employee area and rolled out on collection days. He added that the existing DTE transformer located on the property would be fully screened from public view using dense, high-quality landscaping.

Westendorf pointed out that a concrete dumpster enclosure remains in the northwest corner of the property and asked if it should be completely demolished rather than left as an eyesore. Taormina responded that they would clean up and utilize the existing enclosure structure to cleanly secure their 96-gallon rolling trash cart rather than leaving the cart exposed.

Gray noted that the planning consultant's review letter highlighted two specific areas where the submittal failed to meet basic city standards, including a deficiency in the required greenbelt plantings. Gray asked the applicant to explain their plan to bring the site into compliance. Planning Consultant Hatfield clarified that the ordinance mandates a continuous 10-foot-wide landscaped greenbelt buffer along the property boundary. Taormina confirmed that the applicant fully intends to modify their landscaping layouts to satisfy all municipal greenbelt width and planting requirements.

Kmetzo asked for confirmation regarding the physical dimensions of the proposed parking stalls. Taormina confirmed that all standard parking spaces on the revised site plan will be drawn to meet the minimum 18-foot length requirement.

MOTION by Majoros, seconded by Westendorf, to approve the Site Plan 31806 Grand River Avenue by Credit Union, conditioned upon completion and approval of the items contained in OHM’S site plan review letter dated May 18, 2026, and conditioned on:

1. Work and approval by the appropriate city departments on the Lake Way egress with the primary objective being to prevent exiting to northbound Lake Way.
2. Removal of the dumpster enclosure, which may have also been noted in OHM's letter if it is not used by the Vibe Credit Union.

Motion carried, all ayes.

D. PUBLIC COMMENT

None Heard

E. SITE PLAN REVIEW – 33224 GRAND RIVER AVENUE, FARMINGTON VILLAGE PLACE

Weber introduced the item and stated that it is a review of a site plan for 33224 Grand River Avenue, known as Farmington Village Place. The development is located within the Thomas and Warner focus area of the Farmington Forward Master Plan 2025 and aligns with the vision for a mixed-use redevelopment featuring ground-floor retail and upper-story residential units. Included in the meeting packet is the focus area documentation from the Master Plan.

Weber then stated that because this mixed-use development is located within the Central Business District, it requires a review by the Downtown Development Authority (DDA) Design Committee. The DDA Design Committee reviewed the development, and draft committee minutes are included in the meeting packet. The applicant subsequently addressed their recommendations in revised plans submitted for OHM review. It was noted that, due to the compressed timeframe between the Design Committee meeting and the current Planning Commission meeting, the updated information had not yet been formally resubmitted to the DDA Design Committee. So, any motion that might be made later, should require a follow-up with the DDA Design Committee to clear their review comments.

Weber then requested that the developer and architect present a summary of the plans. Ben Tiseo, architect of record and developer for the project approached the podium.

Tiseo stated that the initial vision for the project was based on the DDA market study for the property and the building's current footprint aligns closely with what the DDA study proposed. It has been improved to satisfy the criteria requested by the DDA Design Committee.

Tiseo explained that the four-story structure will be mixed-use, with the first-floor being commercial. The drawings indicating six retail spaces, but it could be more or less. The three stories above will house condominiums, 11 units per floor for a total of 33 units. Six units per floor will face Grand River Avenue and five will face Thomas Street. The architectural design includes a high parapet wall intended to fully screen any rooftop mechanical equipment.

Kimberly Lapinski, project architect, then stated that the design of the building took into consideration the scale for the development, since it is located in a downtown. They specifically looked at breaking up the big mass with different materials and openings. The development also utilizes low-to-no-maintenance exterior building materials to eliminate the need for regular painting or upkeep. She noted that it was design-critical to visually distinguish the commercial ground floor from the upper residential floors. A prominent exterior sign band was integrated into the rendering to establish this transition. Additionally, the storefront entrances are deeply recessed to provide a wider pedestrian walkway for customers, and the residential balconies are completely recessed to shield occupants from inclement Michigan weather. Lapinski noted that they used as much glass as possible to provide natural light. She also noted that the east and west sides of the building are built on the lot line and must act as firewalls and under building codes can't have any window or door openings on those sides.

Tiseo added that following local feedback objecting to the word "Village" in the project title, the development has been formally renamed "The Farmington."

Weber then turned the presentation over to Planning Consultant Kristen Hatfield. Hatfield stated that planning staff informally reviewed the initial submissions to provide guidance, and the document currently before the Commission represents the formal site plan review letter dated May 21, 2026. She stated that the applicant proposes demolishing the existing Village Shoe Inn structure at 33224 Grand River Avenue to construct a four-story, approximately 60,000-square-foot mixed-use building with a basement, which is a permitted use in the district. The plan shows the building abutting Grand River Avenue from the east to the west property lines, with vehicle carports arranged in a parking lot directly behind the structure.

Hatfield stated that the applicant will require a front yard setback waiver from the Planning Commission to position the building more than three feet from the front property line. This design adjustment was recommended by the DDA Design Committee to prevent a flat facade, creating architectural depth while highlighting the commercial storefront entryways.

Furthermore, the building as proposed will require a one-foot height variance from the Zoning Board of Appeals (ZBA). The district zoning ordinance sets a maximum building height of 45 feet but permits up to an additional six feet for architectural parapet walls; the proposed parapet exceeds this exemption by one foot.

Regarding parking calculations, Hatfield explained that because the downtown district has adjacent public and on-street municipal facilities, the standard calculation drops from two spaces per unit to 1.5 spaces per unit, requiring 50 spaces for the residential portion. She noted that if the City completes its ongoing parking ordinance updates to reduce requirements to 1.0 space per unit, the baseline requirement for the 33 dwelling units would drop to 33 spaces. Hatfield then asked if the Planning Commission had any questions.

Westendorf stated that he had a lot of questions about the development. He started off by stating that the the project aligns with the Master Plan and that a mixed-use four-story building is exactly what the Plan is calling for. Westendorf's biggest question related to the fact that the building is 150 feet long, whereas the surrounding buildings are 20-30 feet wide. He asked the development team if they had considered incorporating further horizontal articulation or stepping the building back so that it does not appear out of scale with the surrounding sites.

Lapinski responded that because the exact divisions of the ground-floor retail spaces remain undetermined, they kept the storefront architecture flexible. For the upper residential floors, they sought to maximize interior square footage for residents while maintaining a balanced, symmetrical exterior appearance. She noted they did not deeply explore stepping the materials back and forth, opting instead to mirror the established materials found on the north and south elevations while navigating strict fire code constraints on the east and west walls.

Westendorf inquired if truck-turning movements had been plotted. Lapinski stated that turning templates were completed and submitted to the City on May 27 or 28.

Westendorf asked if the dumpster enclosure could be relocated elsewhere on the site to prevent the elimination of seven public parking spaces. Tiseo responded that due to the tight configurations of the property, there is no other viable location that allows proper clearance and turning radiuses for a commercial refuse truck to access and lift the dumpster. Lapinski added that an existing retaining wall along the eastern boundary further constrains vehicle movement.

Westendorf asked if any existing street light poles would be removed. Tiseo replied that he would cross-reference the site data but noted that the official land survey does not show any municipal light poles situated on the north side of the lot. Westendorf then asked if the light poles on the west side of the development belonged to the adjacent property. Tiseo confirmed those lights sit within their own property boundaries and would be properly angled to illuminate the drive aisle.

Westendorf asked if the pedestrian sidewalk in front of the building could be designed with greater public accessibility, rather than relying strictly on a ramp on one side and stairs on the other. Tiseo explained that a 2-foot, 10-inch grade difference exists across the frontage, and the current design is necessary to ensure the storefront doors swing and operate correctly. Crutcher added that stepping the interior floors of contiguous ground-floor retail spaces is structurally impractical for this type of development. Tiseo then stated that what really drove the engineering was the back of the property and having a level area back there. If they did not make the decisions they did, they would have very steep ramps going from their aisles to the other public aisles and problems going to the street and back.

Westendorf next asked if the building was planned to go from lot line to lot line. Tiseo stated that it is planned to be built to the lot line on the west. On the east, there is a three-foot buffer space exists between the proposed structure and the adjacent Cottage Inn property line.

Westendorf asked about the specific brick selection detailed on the elevations; Lapinski clarified that a dark-toned four-inch brick accent will run above and below the areas where composite decking accents are shown. Ben stated that the stone would be full as well.

Westendorf asked if the development team had considered designing an occupied green roof or an outdoor terrace for the residents. Tiseo stated that while they initially considered a rooftop deck, it was eliminated due to cost constraints, strict safety liabilities, structural load demands, and municipal insurance constraints.

Majoros asked if a four-story footprint represents the minimum viable product for the developers, or if the top story could be stepped back or halved to soften the building mass. Tiseo confirmed that four full stories are economically required, and implementing upper-level step-backs would compromise too many units to keep the project financially viable. Tiseo also stated that this project is exactly what the marketing study, completed on behalf of the DDA, recommended.

Kmetzo asked if a market study had been commissioned to analyze the financial viability of a four-story building versus a smaller two- or three-story structure on this parcel. Weber stated that Integra conducted a comprehensive feasibility study in October 2023, which concluded that even a four-story development would be very difficult from a financial feasibility standpoint under then-current market conditions, estimating it would be roughly $600,000 to $700,000 underwater. The 2023 study had recommended pausing development until broader economic factors improved.

Majoros asked Administration to clarify how the community's master plan addresses projects of this scale. Specifically how the master plan and other planning tools represent thorough, considerate, deliberate, and thoughtful input from the public, who had multiple opportunities to weigh in on the master plan and other planning documents. Weber noted that a four-story building has been envisioned for a long time in our zoning. The central business district has allowed four stories for over 25 years. The master plan that was recently completed featured focus groups. It featured specific studies, community outreach published in the paper and at farmers market events for people to weigh in. There were charettes done, and this was the type of project that came out of that process. Also, the marketing study that was done in 2023 suggested a similar type of development. Weber stated that it's difficult to build in the downtown and to make a viable product, and a product of this size is what financially works. Tiseo stated that he tried a dozen different schemes and they failed every time.

Kmetzo asked if there was any historical precedent where a four-story building proposal brought before the City of Farmington had been denied. City Attorney Saarela noted that while past plans for the Castle Dental site were tabled due to parking layout issues, the proposal for 33224 Grand River Avenue complies with the permitted uses for downtown parking under the ordinance and adheres to standard zoning guidelines governing height and story limits.

Kmetzo asked City Attorney Saarela if it is within the Planning Commission's purview to call for a public hearing on this item. City Attorney Saarela stated that because this is a standard administrative site plan review and does not involve a special land use or rezoning, a formal public hearing is not legally required or scheduled.

Kmetzo asked the development team about their neighborhood outreach efforts. Tiseo replied that they directly approached the adjacent property owners during the initial phases to see if they wanted to assemble the parcels into a joint development, but the neighbors declined. He noted they have since shared their verbal vision of the development with those immediate neighbors.

Majoros asked if windows could be added to soften the blank brick expanses on the east and west sides. Tiseo re-emphasized that building codes mandate solid firewalls with zero openings when building directly on a zero-lot-line boundary.

Westendorf asked if the interior square footage of individual apartments could be shrunk slightly to allow the upper floor plate to step back from the street. Tiseo explained that stepping a building back creates complex structural flashing and enclosure issues, leaving the building vulnerable to water penetration and snow accumulation. He stated that a meaningful step-back requires a depth of five to eight feet, which would eliminate critical living spaces and render the project financially impossible. He also stated that they have had a lot of concessions, including losing 425 square feet of retail space when the DDA Design Committee asked them to move the first floor of the building back.

Westendorf asked how the official building heights were calculated, from the high side or low side. Lapinski stated that their measurements are taken from the finished floor of the first floorto the top of the roof, because that is consistent. Planning Consultant Hatfield confirmed that planning staff utilized the same measurement methodology and would coordinate with Building Official Bowdell to evaluate the exact height exceptions allowed for the parapet wall, confirming that the current plans appear to track at one foot over the limit.

Westendorf asked about the mechanical equipment on the roof necessitating a seven-foot parapet wall. Tiseo explained that the height of the parapet wall was a deliberate architectural choice designed to achieve a specific aesthetic proportion and visual scale along the streetscape.

Majoros asked Hatfield if any items within the OHM planning review letter required further delay or extended investigation before a vote. Hatfield clarified that while there are standard technical adjustments to resolve, there are no outstanding planning issues critical enough to warrant delaying the Commission's review or withholding administrative approval.

Majoros asked if the Commission could address the parking requirements next.

Weber clarified that a previous set of plans had been reviewed by the DDA Design Committee, which offered a recommendation. Revisions were subsequently made and submitted to OHM for review. Tiseo noted that a newly revised plan set was delivered today to address the questions raised in the OHM planning and engineering letters. Tiseo explained that changes included adding a protective fence barrier along Grand River Avenue because tables were too close to the roadway and breaking up a 20-foot bench into smaller eight-foot seating sections on the sides of the front property. Architect Kimberly Lapinski added that facade calculations for materials and openings were also appended to the elevations as requested.

Majoros pointed out that while smaller items were addressed, major foundational issues remained unchanged in the letters, noting that the building size has not been reduced and parking holds at 40 spaces where 116 are required. Majoros questioned whether the

Commission was comfortable approving a building with a large 76-space discrepancy, while acknowledging that because the site is in a downtown district, public parking is available. Majoros also referenced the parking study that was completed within the last year that showed there is enough parking availabitlity to make up for the delta between the required and provided parking.

At the request of Administration, Hatfield reviewed Section 35-105. She explained that the Planning Commission may reduce the residential parking requirement to 1.5 spaces per unit and noted that the ordinance allows for waivers if a site is within 500 feet of public municipal parking facilities. Hatfield further highlighted that a failure to provide on-site parking constitutes an acknowledge and acceptance of a benefit, such that if they establish a special assessment district to fund the construction, operation, and maintenance of public parking that will serve the property that property owner agrees to become part of such district.

Majoros raised concerns regarding neighboring public parking spaces, asking if the adjacent time-restricted spaces (such as three-hour parking) which businesses rely on for for their customers would be occupied by residents and weekend guests.

To address this, Hatfield asked the applicant to clarify how the on-site spaces would be allocated between retail users and residents. Tiseo replied that 33 spaces are dedicated to residents (one per unit) and 7 spaces are un-timed and available for retail or other use, bringing the on-site total to 40 spaces. Tiseo added that each space will be prepped for future EV chargers.

Crutcher expressed concern over the 7 extra spaces, noting that if they are left un-timed and open to the general public, people might park there all day. Crutcher suggested discussing making them time-restricted like the rest of the downtown public spaces. Tiseo clarified that the 7 spaces are intended for the property's retail users and residential guests rather than the general public. Kmetzo noted that unless the spaces are actively timed, it would be difficult to prohibit the general public from parking there.

Westendorf then asked if the applicant had considered eliminating the carports entirely to turn the lot into open public parking, similar to other downtown apartments located above businesses that do not have designated parking. Tiseo responded that it would be highly difficult to sell the luxury condo units without a dedicated, covered parking spot. Crutcher agreed, noting that this 33-unit project operates on a completely different scale of parking need compared to smaller downtown buildings with only two or three apartments.

Weber then asked the engineering consultants to discuss items contained in their engineering letter.

Matt Parks, representing OHM on the engineering side, provided an overview of their preliminary review letter. Parks stated that public utilities are available and the plan is straightforward from an engineering standpoint. He noted that OHM's recommendations focus heavily on pedestrian safety and maintaining sidewalk continuity along the back and west sides of the building, ensuring a proper connection along Thomas Street from Maxfield to downtown. Parks stated that the plan isrecommended for approval, and that there would be several items reviewed during detailed engineering including utilities, service leads, and turning radius templates to demonstrate proper vehicle movements for the carports and the dumpster enclosure.

Weber then discussed different types of motions that the Planning Commission could make.

Majoros commented that a tabling motion could be made, but that parking was not going to change, the building dimensions were not going to change, the footprint was not going to change, and that the smaller items would be reviewed by the appropriate departments to ensure that everything would be addressed from OHM’s letters, the parking waiver, the zoning board variance, etc.

Kemtzo then asked for a motion.

MOTION by Crutcher, seconded by Mantey, to approve the Site Plan for 33224 Grand River Avenue and the parking waiver, conditioned upon the following:

1. Completion and approval of the items contained in the OHM Planning and Engineering review letters dated May 21, 2026.
2. Approval by the Zoning Board of Appeals of required height variances.
3. Final review and confirmation by the DDA Design Committee that all their design recommendations were adequately addressed.

ROLL CALL
Ayes: Crutcher, Gray, Kmetzo, Majoros, Mantey
Nays: Westendorf
MOTION carried.

UPDATE - CURRENT DEVELOPMENT PROJECTS

Vice Chairperson Kmetzo asked for an update on current development projects. Weber noted there was no update at this time.

PLANNING COMMISSION COMMENTS

None heard.

ADJOURNMENT

MOTION by Crutcher, seconded by Gray, to adjourn the meeting.
MOTION carried, all ayes.

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

____
Secretary

FARMINGTON PLANNING COMMISSION PROCEEDINGS
23600 Liberty Street
Farmington, Michigan
July 13, 2026

Chairperson Perrot called the meeting to order in Council Chambers, 23600 Liberty Street, Farmington, Michigan, at 7:00 p.m. on Monday, July 13, 2026.

ROLL CALL

Present: Crutcher, Kmetzo, Perrot and Westendorf
Absent: Gray, Majoros, Mantey

A quorum of the Commission was present.

OTHER OFFICIALS PRESENT: Beth Saarella, City Attorney; Brian Belesky, Director of Media; Brian Golden, Director of Media; Kristen Hatfield, OHM Advisors; Julia Upfal, OHM Advisors.

APPROVAL OF ITEMS ON CONSENT AGENDA

Chairperson Perrot stated that the minutes from the May 28, 2026 special meeting will be available at the next meeting. No action was taken.

APPROVAL OF ITEMS ON REGULAR AGENDA

MOTION by Kmetzo, seconded by Westendorf, to approve the Regular Agenda as presented.

MOTION carried, all ayes.

UNFINISHED BUSINESS

None heard.

NEW BUSINESS

A. **A. Public Hearing to Amend the Following Sections of the Zoning Ordinance:**
   1. **Article 7, Section 35-105, "Central Business District— Residential Design Standards," Subsection D, "Parking," to modify certain parking requirements.**
   2. **Article 14, Section 36-172, "Off-Street Parking Requirements by Use," to modify parking requirements in the CBD District to include gross usable area and requirements for multiple-family dwellings.**

3. **Article 21, Sec. 35-252, "Definitions," to revise the definition of gross leaseable area and add a definition of gross usable area.**

Chairperson Perrot introduced the agenda item and requested that the planner provide a summary of the proposed ordinance amendments. Kristen Hatfield from OHM Advisors reviewed the ordinance amendments as proposed, explaining that the following was proposed:

1. For general office, decrease the requirement from 1 per 250 square feet to 1 space per 300 square feet.
2. For multi-family residential, decrease the requirement from 2 spaces per dwelling unit (1.5 per dwelling unit where on-street parking is provided for) to 1 space for efficiency and 1 bedroom (becomes .5 space per dwelling unit for efficiency and 1 bedroom where public parking is available), and 1.5 spaces for 2 or more bedrooms (becomes 1 space per dwelling unit for 2 or more bedrooms where public parking is available).
3. Change Gross Floor Area to Gross Leasable Area

Hatfield noted that these amendments have been reviewed and recommended for approval by both the Parking Committee and the Downtown Development Authority. Julia Upfal from OHM Advisors noted a small typo between the wording in the ordinance and the definition of "gross leasable area" stating that language regarding sanitary facilities should be added to the ordinance to make it match the proposed definition.

MOTION by Crutcher, supported by Westendorf to open the Public Hearing at 7:27 p.m. to consider amendments to Article 7, Section 35-105, "Central Business District—Residential Design Standards," Subsection D, "Parking," to modify certain parking requirements, Article 14, Section 36-172, "Off-Street Parking Requirements by Use," to modify parking requirements in the CBD District to include gross usable area and requirements for multiple-family dwellings and Article 21, Sec. 35-252, "Definitions," to revise the definition of gross leasable area and add a definition of gross usable area.

MOTION carried, all ayes.

Doug Peterson
33209 Oakland Avenue

Peterson noted that for point of reference, when he looks out his back door, he sees Los Tres Amigos and noted that in the decades he's lived in Farmington there has not been a lot of conflict around parking between residential and commercial uses in the downtown area. He noted that as downtown is being developed with more residential, he is worried about more conflict. Overall, he does not have an issue with small changes being made to the ordinance regarding parking, but he is concerned about reducing parking requirements based on the availability of on-street parking because that would include spaces that current residents use along places like Oakland Avenue. Any parking problem that comes from these developments will require a solution. There are practical concerns that probably don't come up in the assessments made by the city. Peterson addressed parking for visitors and the desire for residents to park close to their homes. He noted that full sized vehicles do not fit in the garages in some of the new developments. He ended by stating that his comments really have to do with future parking issues.

Donald Munter
33309 Oakland Avenue

Munter stated that when he looked out his backdoor, he sees the patisserie. He stated that he agrees with the comments made by Peterson. He stated that he does not support reducing parking requirements when on street parking is available. He said that there will be a lot of people with one-bedroom apartments who will have two cars and where will the extra cars go? He stated that there is no more room on Oakland Avenue for those cars to go. He stated that cars park right at the corner of Farmington and Oakland and go all the way down the street. He stated that employees of downtown businesses are using a lot of the on-street parking now.

MOTION by Crutcher, supported by Westendorf to close the Public Hearing at 7:33 p.m.

MOTION carried, all ayes.

B. Discussion of Proposed Ordinance Amendments

Chairperson Perrot asked if Planning Commissioners had any questions regarding the proposed ordinance amendments.

Commissioner Kmetzo asked for clarification on the difference between gross leasable and gross useable area. Hatfield stated that the intent of gross usable area is clarify that certain parts of a building are not generally useable and therefore should not be included in numerical parking requirements resulting in parking calculations that are more accurate and in line with the actual parking demand of a building or a use. Hatfield noted that this change is primarily for commercial use.

Commissioner Westendorf questioned if these changes are tied to any other sections of the ordinance. Hatfield stated that she had gone through the ordinance and believed she found all relevant sections that relate to the amendment before them tonight. Commissioner Westendorf asked about the definition of floor-to-area ratio. Hatfield stated that these changes should not affect that definition, but she will double check to be sure.

Commissioner Kmetzo confirmed that single family and two-family dwelling units, the requirements wouldn't change. Hatfield confirmed that they were proposing to change but only in the CBD district.

There was a discussion about the parking study developed by OHM and which communities were used as a comparison. Hatfield confirmed that Berkley, Clawson, Fenton, Ferndale, Northville and Wyandotte were referenced in the parking study.

MOTION by Crutcher, supported by Kmetzo to recommend amendments to Article 7, Section 35-105, "Central Business District— Residential Design Standards," Subsection D, "Parking," to modify certain parking requirements, Article 14, Section 36-172, "Off-Street Parking Requirements by Use," to modify parking requirements in the CBD District to include gross usable area and requirements for multiple-family dwellings and Article 21, Sec. 35-252, "Definitions," to revise the definition of gross leasable area and add a definition of gross usable area as presented to City Council.

MOTION carried, all ayes.

UPDATE CURRENT DEVELOPMENT PROJECTS

City Manager Murphy provided updates on projects including the Art Park Promenade. He also noted that the development that will be built on the Village Shoe Inn site returned to the Design Committee, and the committee was happy with the outcome of the meeting.

PUBLIC COMMENT

None heard.

PLANNING COMMISSION COMMENT

None heard.

ADJOURNMENT

MOTION by Crutcher, supported by Kmetzo to adjourn the meeting.

Motion carried, all ayes.

The meeting was adjourned at 7:53 p.m.

Respectfully submitted,

Secretary

Farmington Community Library Board of Trustees
Regular Board Meeting
6:00 p.m. - July 9, 2026

Board Members Present: McClellan, Muthukuda, Brown, Murphy, Snodgrass, Snead, White

Board Members Absent: Doby

Staff Members Present: Peterson, Showich-Gallup

Staff Members Absent: Matthews, Baker

DRAFT

CALL TO ORDER

The regular Board meeting was called to order at 6:10 by President McClellan.

APPROVAL OF AGENDA

MOTION by Murphy to approve the Agenda for the July 9, 2026 Board meeting was supported by Muthukuda.

Vote: Aye: All in favor (7-0)
Opposed: None
Motion passed.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

MOTION by Snead to approve the Minutes of the Regular Board Meeting held June 11, 2026, was supported by Murphy, correcting each mention under Presentation of “McCarthy and Sons” to McCarthy and Smith and changing mention under Approval of Minutes of “Kathy” to Brown.

Vote: Aye: Muthukuda, Murphy, Snead, Snodgrass, Brown (5-0)
Opposed: None
Abstain: White, McClellan
Motion passed.

TREASURER’S REPORT

MOTION by Brown to approve paying June 2026 operating bills totaling $634,379.93 was supported by Snead.

Vote: Aye: All in favor (7-0)
Opposed: None
Motion passed.

MOTION by Brown to receive and file June 2026 financial reports was supported by Murphy.
Vote: Aye: All in favor (7-0)
Opposed: None
Motion passed.

K. Brown:

- YTD interest earned from Michigan Class is $269,935.47.

FRIENDS' REPORT

None (S. Charlesbois absent)
President McClellan notes success of annual celebration of members, held in June.

LIBRARY DIRECTOR'S REPORT (M. Showich-Gallup)

- FCL staff will participate in the Founders Parade on July 18.
- Impasto will be the next food truck in Food Truck Tuesdays, available Tuesday, July 21, from 5-7 pm, at Twelve Mile.
- The Summer of Stories Finale will be held on July 27, 6:30 to 8:30 pm, at Twelve Mile. Celebrate hours of reading by the community with ice cream, a magician, and giant inflatables galore.

SUBCOMMITTEE UPDATES

Personnel (D. Muthukuda)

- Committee did not meet.
- D. Muthukuda meets 1 on 1 monthly with S. Matthews.

Facilities (S. Snodgrass)

- Committee did not meet, no report.
- E. McClellan states that he will want to discuss opportunities for naming rights donations with the Facilities Committee.

Finance (K. Brown)

- No report.
- E. McClellan expects to have a revised giving policy ready for board review in August, and he also will introduce the idea of creating a foundation.

UNFINISHED BUSINESS

Approval of Phase One bid package

- No motion. Special meeting will be scheduled when S. Matthews can attend.

NEW BUSINESS

Officer elections

- Each incumbent is renominated to present office, and all are elected by acclimation.

2026-2027 officers:
President: E. McClellan
Vice President: D. Muthukuda
Treasurer: K. Brown
Secretary: J. White

CORRESPONDENCE

S. Dexter, asking for consideration of adoption of LinkedIn Learning (correspondence was received in May but not reported in June due to absence of Secretary White).

PUBLIC COMMENT

None

TRUSTEE COMMENT

- K. Brown re-affirms desire to see any changes to bid package by special meeting.
- J. White would like all items involving possible board action to appear under Business on agendas, so public can see them before meetings. Only exception would be “Approval of Operating Bills”, which is always listed under the Treasurer’s Report.

ADJOURNMENT

The Board meeting was adjourned by President McClellan. The next regular meeting of the Library Board is scheduled for Thursday, August 13, 2026, at 6:00 pm. A special meeting will likely be scheduled for July 15, but will be posted.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees

Farmington Community Library Board of Trustees
Special Board Meeting
6:00 p.m. - July 15, 2026

Board Members Present: Muthukuda, Brown, Murphy, Snodgrass, Snead, White

Board Members Absent: McClellan, Doby

Staff Members Present: Matthews, Peterson

Staff Members Absent: Baker, Showich-Gallup

CALL TO ORDER

The special Board meeting was called to order at 6:00 by Vice President Muthukuda.

APPROVAL OF AGENDA

MOTION by White to approve the Agenda for the July 15, 2026 special Board meeting was supported by Brown.
Vote: Aye: All in favor (6-0)
Opposed: None
Motion passed.

PHASE ONE CONSTRUCTION BID PACKAGE

MOTION by White to approve the bid package for Phase One construction was supported by Brown.
Vote: Aye: All in favor (6-0)
Opposed: None
Motion passed.

PUBLIC COMMENT

None

ADJOURNMENT

The meeting was adjourned by Vice President Muthukuda at 6:06. The next regular meeting of the Library Board is scheduled for Thursday, August 13, 2026, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees

DRAFT

APPROVED MINUTES

FAMRINGTON/ FARMINGTON HILLS

COMMISSION ON CHILDREN, YOUTH, & FAMILIES

May 7th, 2026

Community Room, Farmington Hills City Hall

31555 W. Eleven Mile Rd., Farmington Hills, MI, 48336

1. Call To Order

Meeting called to order at 6:03 pm.

Members in attendance: Tanya Nordhaus, Manni Kohli, Bridget Gibbons, Bhumika Mistry, Daniela Peric, Bria Lewis, Jennifer Day, Alyson Gay

Liaisons in attendance: Kristel Sexton, Bill Dwyer, Steve Schneeman, Asst. Chief Brian Moore, Matt Gale

2. Approval of Agenda

Bridget motioned to approve, and Manni seconded the agenda.

3. Approval of April Minutes

Mani approved the April minutes, and Bhumika seconded

4. Vote on Allocation of Remaining 2026 Fiscal Year Funds

Matt discussed collaborating with the Art Council—he suggested reupdating the rock garden at the nature center and installing an "art house," which would act as a free-standing library for rock painting tools. He also suggested that the commission could use the funding to collaborate on special projects that the Youth Center puts on (specifically mentioning Hay Day, the Marshmallow Drop, the Egg Hunt, etc.). Matt let the group know that the Youth Center is also looking for funding for chairs.

Tanya and Bria suggested collaborating to help fund the Farmington African American Parenting Network. Alyson mentioned that the commission could assist with activities that they put on, like their pancake breakfast or pizza party.

Daniela mentioned that shirts could be a good use of funding to earn more visibility for the commission. Matt mentioned that he could discuss it with the marketing department. Jennifer suggested fidget toys so that branding would be on toys for kids, and Manni suggested mini footballs.

TAKEAWAYS & NEXT STEPS:

1. The group decided to explore the cost of sponsoring/ helping with a few of the events put on by the Youth Center, as well as a few of the other ideas that were mentioned. The group will reconvene in June with additional details and will vote then. **Events/ ideas are listed below, as well as the point person for researching costs and details:**
   - Hay Day: 10/1/2026
     - **Point of contact: Manni**
   - Farmington Hills Fair/ Open House: Typically, the first weekend of October
     - **Point of contact: Bridget**
   - Egg Hunt: tentatively 03/20/ 2027
     - Unable to get volunteers to explore pricing
2. **Daniela and Matt** investigate pricing on t-shirts for the group. **Need by: 6/4**
3. **Jennifer and Matt** to research pricing for branded fidget tools. Matt is also to look into storage to see if we already have toys with the logo. **Need by: 6/4**
4. **Matt** to get a quote on the chairs needed for the Hawk. The quote will be **needed by 6/4**. Orders will need to be placed by June 15.

Motion by Tanya to have those listed above investigate pricing/action items above ahead of our next meeting, and to move the formal vote on the budget to the June meeting. Seconded by Bridget.

5. Development & Approval of 2026-2027 Strategic Action Plan

a. Tanya mentioned this should be in the September meeting.

6. New Business & Announcements

a. Tanya discussed the career fair—turnout was lower than usual, likely due to conflicts with college students taking their finals. Timing will likely be shifted to February 2027, TBD in September.

7. Public Comments

a. Bill Dwyer, FH Council:
   i. Mention of the new location of the senior center at the Costic Center. Hawk was nixed due to congestion and cost. Looking at funding: federal grants, state grants, etc. Budget meeting otherwise—police and fire picked up new members.

b. Steve Schneemann, F Council:
   i. Update on award—mention of the most walkable city in the US.

        ii. Recently selected a new vendor to run Founder’s Festival. Riley Park will be dedicated to family and children’s events.
            1. Tanya asked about funding, which is a mix of revenue and grants.
            2. Jennifer volunteered to assist where possible. Tanya mentioned rock garden painting. Daniella mentioned a float. Jennifer to reach out to Founder’s Festival for more info.

c. Asst. Chief Brian Moore: Farmington Hills PD:
    i. I discussed the upcoming youth police academy. Every Monday, Wednesday, & Friday from June 15^{th} (limited to 25 students on a first-come, first-served basis). Looking to add a liaison to schools, as well as additional opportunities to connect with local youth.

d. Kristel Sexton:
    i. Past events: Battle of the Books was a success, and the sixth annual API fest was well attended.
    ii. Upcoming events:
        1. 5/31: Event at Farmington Library meeting room, celebrating El Dia de los Niños, which will include cultural dancers, piñatas, selfie station.
        2. 6/1: Summer reading begins, though sign-up starts now. Kristel noted that summer reading is for the entire family.
        3. 6/11: summer celebration, aligning with the Hawk celebration later that day. The Kona Ice truck will be there.
        4. Note that renovations will start next fall (next September).

e. Matt Gale, Special Services

Discussed upcoming events:

    i. 5/16: Archery Tournament, 50 kids participating. All day at the Hawk. Same day as Rouge River Cleanup.
    ii. 6/6: Camp out event. Check-in is at 3 pm, and the event ends the next morning. Area becomes a temporary campground—they do allow pop-ups. Dinner is included.
    iii. 6/11: Starting at 5 pm, movie at 8 pm. Kick-Off to Summer. Prizes, live music, celebrations. Vendors. Free movie. People preferred blankets in the field.
    iv. 7/4: 250^{th} Anniversary Celebration at Heritage Park. Matt noted that there’s going to be a lot of great activities, on par with the city’s anniversary celebration.

8. Adjournment

Motion to Adjourn at 7:15 pm: Manni, approved. Bhumika seconded.

Notes for public:

- All future meetings will start at 6 pm in the Community Room at Farmington Hills City Hall.
- Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ACA) is asked to contact the City Clerk's Office at 871-2410 at least two (2) business days prior to the meeting, wherein necessary arrangements or accommodations will be made. Thank you.