



Regular City Council Meeting  
7:00 p.m., Monday, April 15, 2024  
City Council Chambers  
23600 Liberty Street  
Farmington, MI 48335

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## 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 Third Quarter Report**
  - E. **Building Department Third Quarter Report**
  - F. **Accept resignation of Linda Chiara from the Beautification Committee**
  - G. **Special Event: Farmington Public Schools Back to School Celebration**
5. **APPROVAL OF REGULAR AGENDA**
6. **PRESENTATION/PUBLIC HEARINGS**
  - A. **Swearing in of Public Safety Officer Brandon Campbell**
7. **NEW BUSINESS**
  - A. **Cross Connection Protection Contract Renewal**
  - B. **Emergency Sewer Repair Payment**
  - C. **Cass Avenue Decertification**
  - D. **Consideration of Resolution to Accept Oakland County West Nile Grant**
9. **PUBLIC COMMENT**
10. **CITY COUNCIL COMMENTS**
11. **CLOSED SESSION:**
  - A. **Confidential Written Communications from City Attorney**
  - B. **Acquisition of Property**
12. **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.*



City Council Meeting  
6:00 p.m., Monday, March 11, 2024  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

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## **SPECIAL MEETING MINUTES**

A special meeting of the Farmington City Council was held on March 11, 2024, at 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 6:00 PM by Mayor LaRussa.

### **1. ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
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  
City Attorney Tom Schultz  
Public Safety Director Bob Houhanisin  
DPW Superintendent Chuck Eudy

### **2. APPROVAL OF REGULAR AGENDA**

**Move to approve the agenda as amended to include an emergency sewer repair at the Swim Club.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Balk, Mayor Pro-Tem
<b>SECONDER:</b>	Parkins, Councilmember

**EMERGENCY SEWER REPAIR AT SWIM CLUB**

Chuck Eudy presented this item and noted an Emergency Sewer Repair has begun at the Farmington Swim Club. The sewer is approximate 23 feet deep. The repair is off to the west side of the area. Questions from Council were heard. No action was taken on this item.

**3. PUBLIC COMMENT**

Pamela Gerald resident of Southfield resident spoke regarding celebrating Juneteenth.

Sarah Davies resident at 23120 Violet Street spoke regarding the ambulance service proposal.

**4. AMBULANCE SERVICE PROPOSAL**

This item was presented by Public Safety Director Bob Houhanisin and the following motion was made:

**Move to enter into agreement with the City of Farmington Hills Fire Department to provide 24/7/365 Advanced Life Support services for the City of Farmington.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Balk, Mayor Pro-Tem
<b>AYES:</b>	Balk, LaRussa, Parkins, Schneemann, Taylor

**The following motion was made regarding the Financial Forecast Agenda Item**

**Move to arrange for the Financial Forecast Agenda item to be placed as item #7 between Public Comment and Council Comment.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Schneemann, Councilmember
<b>SECONDER:</b>	Balk, Mayor Pro-Tem

**5. OTHER BUSINESS**

City Attorney Tom Schultz presented the following motion to Council.

**Move to authorize a 30-day extension for the conditions to close period for the existing agreement between the City of Farmington and the developer, Robertson Brothers of the Maxfield Training Center MTC property subject to any minor amendments presented by the City Manager and City Attorney.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Mayor
<b>SECONDER:</b>	Taylor, Councilmember
<b>AYES:</b>	LaRussa, Parkins, Schneemann, Taylor, Balk

**6. PUBLIC COMMENT**

Resident Greg Cowley spoke regarding the Ambulance Service Proposal.

Resident Ryan Connor spoke regarding the Ambulance Service Proposal.

A resident spoke regarding the Ambulance Service Proposal.

**City Council had a brief recess at 6:41 pm and returned at 6:47 pm.**

**7. FINANCIAL FORECAST**

Finance Director Chris Weber presented a 5 year financial forecast to Council. No action was taken.

**8. COUNCIL COMMENTS**

Mayor LaRussa thanked Council for making a big decision on the ambulance services proposal.

**10. ADJOURNMENT**

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Schneemann, Councilmember
<b>SECONDER:</b>	Balk, Mayor Pro-Tem

The meeting adjourned at 7:27 p.m.

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Joe LaRussa, Mayor

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Meaghan K. Bachman, City Clerk

Approval Date: March 18, 2024



**City Council Meeting**  
**6:00 p.m., Monday, March 18, 2024**  
**Conference Room**  
**23600 Liberty Street**  
**Farmington, MI 48335**

**DRAFT**

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## **SPECIAL MEETING MINUTES**

A special meeting of the Farmington City Council was held on March 18, 2024, at 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 6:01 PM by Mayor LaRussa.

### **1. ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
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  
City Attorney Beth Saarela

### **2. APPROVAL OF REGULAR AGENDA**

**Move to approve the agenda as presented.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Balk, Mayor Pro-Tem
<b>SECONDER:</b>	Taylor, Councilmember

### **3. PUBLIC COMMENT**

No members of the public spoke.

**4. DTE ENERGY UPDATE**

Jennifer Whitteaker, Governmental Affairs Liaison for DTE Energy, along with Tony the Manager of the Engineering and Planning Team and Brian the Director of Southwest Operations. Brian discussed the vision of building for the future and to strengthen the grid. Tony presented a four-point plan to Council and noted the points:

- Tree trimming – all of Farmington’s 44 miles of trees have been trimmed.
- Pole top maintenance – on a 10-year cycle (inspection) and 5-year (pole top and replacement) schedule. Farmington is at 82% on 10-year pole top maintenance cycle and 9% is on the 5-year cycle.
- Accelerating conversion of old 4.8 KB system. Farmington has a few circuits 1,2,3,4 are all 4.8 circuits. This is a long-term plan to convert to 32 KB which consists of rebuilding the substations.
- Automation – DTE would like to be fully automated within the next 5-6 years. This would detect the loss of voltage and would restore the power quicker. About 20% of Farmington circuits will be completed at the end of 2024.

City Council proposed several questions to DTE and had a discussion on current work within the city and plans for the future.

**5. OTHER BUSINESS**

City Manager proposed a date and time to Council to attend the tour of the Zekelman Holocaust Center in Farmington Hills.

**8. PUBLIC COMMENTS**

No members of the public spoke.

**9. COUNCIL COMMENTS**

Councilmember Schneemann asked about the proposed amendment to the Rental Ordinance and when Council should expect a revision.

Mayor Pro-Tem Balk updated Council regarding an ongoing public sidewalk concern in Riverwalk.

**10. ADJOURNMENT**

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Balk, Mayor Pro-Tem
<b>SECONDER:</b>	Taylor, Councilmember

The meeting adjourned at 6:58 p.m.

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Joe LaRussa, Mayor

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Meaghan K. Bachman, City Clerk

Approval Date:





**City Council Meeting**  
**7:00 p.m., Monday, March 18, 2024**  
**Conference Room**  
**23600 Liberty Street**  
**Farmington, MI 48335**

**DRAFT**

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## **REGULAR MEETING MINUTES**

A meeting of the Farmington City Council was held on March 18, 2024, at 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:03 PM by Mayor LaRussa.

### **1. ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
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

Assistant to the City Manager Melissa Andrade

Kevin P. Christiansen, Planning and Building Department Director

Jeff Bowdell, Building Department Official

Chuck Eudy, DPW Superintendent

City Attorney Beth Saarela

### **2. PLEDGE OF ALLEGIANCE**

### **3. PUBLIC COMMENT**

Resident at 33455 Adams spoke regarding when the one-way sign will be placed on Grace.

Mike Sweeney of the Oakland County Emergency Preparedness Commission presented the tip of the month on severe weather.

**4. APPROVAL OF ITEMS ON CONSENT AGENDA**

- A. City of Farmington Minutes
- B. Farmington Monthly Payments Report
- C. Farmington Public Safety Monthly Report
- D. Special Event Application: Memorial Day Parade

**Move to approve the consent agenda as presented.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Balk, Mayor Pro-Tem
<b>SECONDER:</b>	Schneemann, Councilmember

**5. APPROVAL OF THE REGULAR AGENDA**

**Move to approve the regular agenda as presented.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Schneemann, Councilmember
<b>SECONDER:</b>	Balk, Mayor Pro-Tem

**6. NEW BUSINESS A-F**

**6-A TEXT MY GOV**

Communications Director Melissa Andrade presented this agenda item. TextMyGov is a texting application (app) specifically designed for municipalities to communicate with residents. The proposed texting app will serve as a direct line for residents to receive important updates, alerts, emergency notifications, and information on local events directly from the City. Residents will have the ability to select what updates they receive. The goal is to have this replace Nixle in one year. This will allow enough time to migrate current Nixle users.

**Move to approve the proposal and agreement with TextMyGov in the amount of \$8,250 this fiscal year; and \$5,500 annually for the next three years.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Balk, Mayor Pro-Tem
<b>AYES:</b>	Balk, LaRussa, Parkins, Schneemann, Taylor

**6-B STREET CRACK SEALING OVERBAND RFP**

This item was presented by Superintendent Chuck Eudy. The City of Farmington has participated with several other like sized communities to solicit the RFP for those services. The City of Wixom established and coordinated the RFP and has recommended to award the RFP to Wolverine Sealcoating located at 3235 County Farm Road, Jackson Michigan 49201.

**Move to award Fiscal Year 2024/25 Annual Crack Sealing/Overband contract to Wolverine Sealcoating per the RFP - pending City Council approval the Fiscal Year 2024/25 budget – and allow City Administration to execute the contract in the amount of \$45,000, subject to any minor amendments to the final form of the City Manager’s office and the City Attorney’s office.**

<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Balk, Mayor Pro-Tem
<b>AYES:</b>	LaRussa, Parkins, Schneemann, Taylor, Balk

**6-C DPW CONCRETE REPLACEMENT**

This item was presented by Superintendent Chuck Eudy. OHM reviewed bid submittals in February 2024 for the replacement of the concrete at 9 Mile DPW Facility. Five contractors submitted quotes for replacement of 660 square yards of concrete plus the 51 square yard raised fuel island.

**Move to approve the DPW Concrete replacement to Hartwell Cement Company located in Oak Park not to exceed \$173,000.**

<b>MOVER:</b>	Balk, Mayor Pro-Tem
<b>SECONDER:</b>	Parkins, Councilmember
<b>AYES:</b>	Parkins, Schneemann, Taylor, Balk, LaRussa

**6-D FUEL PUMP/RECORDING EQUIPMENT REPLACEMENT**

This item was presented by Superintendent Chuck Eudy. Gasoline is provided at the Public Works Facility for Public Works and Public Safety. The gasoline & diesel fuel pumps and recording equipment is past its life expectancy, repair parts are not available to maintain the fuel recording equipment.

**Move to approve the replacement of Fuel Pumps & Recording equipment to Corrigan Oil Company located in Brighton, Michigan in the amount of \$11,412, a plus \$5,000 contingency for electrical conduit replacement, totaling \$16,412 subject to any minor amendments to the final from of the City Manager's office and the City Attorney's office.**

<b>MOVER:</b>	Balk, Mayor Pro-Tem
<b>SECONDER:</b>	Taylor, Councilmember
<b>AYES:</b>	Schneemann, Taylor, Balk, LaRussa, Parkins

**6-E CONSIDERATION TO INSTALL BUILDING SECURITY AT THE PUBLIC WORKS/PLANNING AND BUILDING FACILITY; AND TO ENHANCE THE EXISTING CAMERA SYSTEM THROUGHOUT THE DOWNTOWN**

This item was presented by Superintendent Chuck Eudy.

**Move mto approve the proposal submitted by Advanced Satellite Communication, Inc (ASC) for the installation of security cameras and door-proximity access controls for the Public Works/Planning and Building Facility, and to add cameras in the Downtown in the amount of \$140,031.85 with approximately 50% of that cost (\$69,000) coming from a MMRMA Risk Avoidance Program (RAP) Grant. This project will be scheduled after the 2024-2025 budget is approved by City Council.**

<b>MOVER:</b>	Parkins, Councilmember
<b>SECONDER:</b>	Balk, Mayor Pro-Tem
<b>AYES:</b>	Taylor, Balk, LaRussa, Parkins, Schneemann

**6-F SECOND READING AND CONSIDERATION TO ADOPT PROPOSED AMENDMENT TO THE CITY OF FARMINGTON CODE OF ORDINANCES, CHAPTER 7, BUILDINGS AND BUILDING REGULATIONS, TO ADD A NEW ARTICLE III, DEMOLITION**

This item was presented by Kevin Christiansen, Planning and Building Director. The Planning and Building Department is recommending an amendment to the existing City of Farmington Code of Ordinances, Chapter 7, Buildings and Building Regulations, adding a new article providing standards/regulations for building demolition. The proposed amendment was prepared by the City Attorney after discussion and review with the Department. As proposed, the ordinance includes language from the Cities of Southfield and Pontiac. The ordinance has been updated/ revised to address a typographical error and now consistently reflects the 6.0-foot height required for construction fencing. The city does not currently have a building demolition ordinance. City Council approved the First Reading of the proposed ordinance at the March 3, 2024 City Council meeting. The requested action is review of the proposed amendment, approval of the Second Reading, and adoption of the proposed ordinance. Discussion had taken place amongst the City Councilmembers indicating amendments that should be included in the revised ordinance. This item will be brought back to council with the proposed changes.

**Move To Approve Adoption of Ordinance No. C-\_\_\_\_\_ -2024 Amending the City of Farmington Code of Ordinances, Chapter 7, Buildings and Building Regulations, to Add a New Article III, Demolition SECOND READING.**

**NO ACTION WAS TAKEN ON THIS ITEM**

**7. OTHER BUSINESS**

No other business was heard.

**8. PUBLIC COMMENT**

Sarah Davies of the Beautification Committee announced that she will be resigning from her position on the committee.

**9. COUNCIL COMMENT**

Mayor Pro-Tem Balk thanked Sarah Davies for all she has done for the community and noted she is sad to see her go.

Councilmember Schneemann thanked Sarah Davies for transforming the Beautification Committee into a dynamic part of Farmington's volunteer force.

Councilmember Taylor noted the positive impact Sarah Davies had on the beautification committee along with other committees.

Councilmember Parkins thanked Sarah Davies for her dedication and support to the community.

Mayor LaRussa noted to Sarah Davies she should be proud of everything she has done for the community and that she has made many accomplishments and thanked her for all she has done for Farmington.

Mayor LaRussa, thanked Council for the representation at MML Cap-Con.

**10. ADJOURNMENT**

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Schneemann, Councilmember
<b>SECONDER:</b>	Taylor, Councilmember

The meeting adjourned at 8:10 p.m.

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Joe LaRussa, Mayor

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Meaghan K. Bachman, City Clerk

Approval Date:



City Council Meeting  
7:00 p.m., Monday, April 1, 2024  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

**REGULAR MEETING MINUTES**

A meeting of the Farmington City Council was held on April 1, 2024, at 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:02 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  
City Treasurer-Finance Director Chris Weber  
OHM Engineering – Austin Downie  
City Attorney Tom Schultz

**2. APPROVAL OF THE REGULAR AGENDA**

**Move to approve the regular agenda as presented.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Balk, Mayor Pro-Tem
<b>SECONDER:</b>	Taylor, Councilmember

**3. PUBLIC COMMENT**

No members of the public spoke.

**4. DDA INTERVIEW: SEAN MURPHY**

City Council interviewed Sean Murphy for a position on the Downtown Development Authority Board.

**Move to appoint Sean Murphy to the Farmington Downtown Development Authority Board of Directors to a 4-year term ending February 28, 2028.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Balk, Mayor Pro-Tem

**5. Salary and Wage Survey Discussion**

City Manager David Murphy presented this agenda item. The city engaged with the MML (Michigan Municipal league) to perform a wage and Compensation Survey for the City of Farmington’s non-represented administrative employees. City Manager Murphy noted the city requested to have the current pay grades and steps reviewed and received recommendations made to improve the system. Jeff Rahmberg from Rahmberg Stover and Associates conducted the study and presented the final report to Council. There was discussion amongst City Council, however no action was taken at this time. The study will be presented to council at a later meeting for approval.

**6. PRE-BUDGET DISCUSSION**

This agenda item was presented by Finance Director/Treasurer Chris Weber. Discussion was had regarding budget fund items for the upcoming Fiscal Year 24-25 budget and future budget years. No action was taken on this item.

**7. RESOLUTION SUPPORTING STATUTORY REVENUE SHARING REFORM**

This item was presented by City Manager David Murphy. By adopting this resolution, the Mayor and City Council of Farmington hereby ask our State Representatives and Governor Whitmer’s administration to support the adoption of House Bills 4274 and 4275.

**Move to adopt the resolution supporting statutory revenue sharing reform: Revenue Sharing Trust Fund**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Balk, Mayor Pro-Tem
<b>AYES:</b>	Balk, LaRussa, Parkins, Schneemann, Taylor



**8. OTHER BUSINESS**

City Manager David Murphy presented the Council with an update regarding the Governor Warner Mansion improvements.

An April Fool's agenda item was presented by Mayor LaRussa and City Council to spoof the City Manager. The topic on the agenda was to discuss enhancing walkability by narrowing some of the downtown streets to highlight the historical Interurban Railroad that ran through Farmington in the early 1900s. After discussion it was announced by Mayor LaRussa that the item was part of an April Fool's joke. Fun was had by all, resulting in many laughs and memories.

**9. PUBLIC COMMENT**

Della, a resident at 23350 Freedom Road, spoke regarding the budget agenda item.

**10. COUNCIL COMMENT**

**11. ADJOURNMENT**

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Balk, Mayor Pro-Tem
<b>SECONDER:</b>	Taylor, Councilmember

The meeting adjourned at 8:32 p.m.

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Joe LaRussa, Mayor

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Meaghan K. Bachman, City Clerk

Approval Date:



# Farmington Public Safety Department

Public Safety Director Bob Houhanisin

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## March 2024 Public Safety Incidents

### Unauthorized Driving Away of Auto (UDAA)

On February 28, 2024, at 7:00 p.m. officers responded to the 34000 block of 9 mile for a report of a stolen vehicle. The victim reported that between 7:00 p.m. on 02/27/24 and 10:00 a.m. on 02/28/2024 a Chevrolet Silverado and a U-Dump trailer were stolen. Additionally, another Silverado had been found with the door open and ignition broken. Security cameras were reviewed, however they showed nothing of evidentiary value. Currently there is no suspect description, and the case has been forwarded to the detective bureau.

### Malicious Destruction of Property (MDOP)

On March 02, 2024, at approximately 12:45 p.m. officers took a front desk report from a victim who reported that their vehicle had been keyed in the parking area the night prior on Thomas St. The victim was able to provide security footage from a business that captured the suspect, a male in his 60's who can be seen dragging a key along the driver side door of the victim's vehicle. Officers conducted follow up and located a person matching the suspect's image. Officers were able to ID and interview him. The case is being forwarded to the prosecutor's office for warrant review.

### Larceny

On March 02, 2024, at approximately 06:15 p.m. officers were dispatched to the 32000 block of Grand River for the report of a larceny. Officers met with the victim who reported that two packages were delivered to the mailbox. When the victim arrived home, she noted that the packages were not there. The victim did not have cameras and there is currently no suspect description. The case has been forwarded to the detective bureau.

### Felony Arrest Warrant

On 03/07/2024, at approximately 10 p.m., an officer was on patrol on M5 near Farmington Rd. He performed a traffic stop on a black Dodge Caliber for having a burned-out driver side headlight. The officer was able to identify the passenger of the Caliber and after checking the subject through a law enforcement database and learned that the subject had a felony arrest warrant with the Michigan State Police for aggravated assault. The subject was taken into custody without incident and was turned over to MSP.

### Soliciting without a Permit

On 03/06/2024, at approximately 3:30 p.m., officers were dispatched to the 22000 block of Manning St for a report of a subject soliciting door to door. Officers located the subject standing at the front door of a residence. The subject stated he was working for Pure Energy Windows and was selling door to door. He did not have a permit issued by Farmington City to solicit door to door. The subject was cited for soliciting without a permit and was released from the scene.



## **OWI**

On 03/15/2024 at approximately 11:40 p.m. officers were dispatched to the intersection of Lakeway and Valleyview for a one car property damage accident involving a vehicle vs. a tree. Officers arrived to find a Ford Mustang that struck a tree on the northwest corner of the intersection. Officers made contact with the driver who reported no injuries. The Officers' investigation led to the arrest of the driver for operating while intoxicated. The driver, a 56-year-old male was housed until sober, cited for operating while intoxicated and released.

## **OWI 2<sup>nd</sup> Offense**

On 03/16/2024 at approximately 10:30 p.m. an officer on patrol initiated a traffic stop for speeding at Farmington and Slocum. An investigation led to the arrest of the driver, a 30-year-old female for operating while intoxicated. The female was housed until sober and charged with operating while intoxicated 2<sup>nd</sup> offense. She was released and the case has been forwarded on to the Oakland County Prosecutor.

## **Fraud**

On 03/20/2024, at approximately 1:00 p.m., a Farmington City resident came to this department's front desk to make a fraud report. The city resident explained that she and her son have a joint checking account at a local bank. On 03/19/2024, the resident received an alert from her bank that an unauthorized online withdrawal was made from her bank account for \$2,240.19. The bank provided the resident with the name that was used to make the withdrawal. The resident did not recognize the name and did not authorize the withdrawal. The resident stated that a Consumers bill payment she had mailed out several months prior had been lost. She used a local post office drop box to mail the bill. She suspected that the mail had been stolen and the check she used to pay the Consumers bill had been compromised. The case was forwarded to the Postmaster General.

## **Customer Trouble**

On 03/20/2024, a 60-year-old West Bloomfield resident came to this department's front desk to file an assault report. The victim explained that on 03/17/2024, he was visiting a local Farmington bar on the 33000 block of Grand River for Saint Patrick's Day. While there, he got into a verbal altercation with a server over poor service. The server put their hands on the victim's torso. The victim was then escorted out of the bar by another bar employee. Ultimately, the victim and bar owner decided to work the issue out privately without police involvement.

## **Trespass Advised / Customer Trouble**

On March 18<sup>th</sup>, 2024, at approximately 4:30 p.m., officers were dispatched to a local retail store on the 24000 block of Orchard Lake Rd for a report of a customer causing trouble in the store. Upon arrival, officers met with the manager who explained the 64-year-old female customer was making rude comments to other customers and was throwing things. The manager wanted the customer trespassed from the store. The customer was informed of the no trespass order and was asked to leave. The customer left without further incident.



**Structure Fire**

On March 29, 2024, at approximately 01:00 a.m. officers were dispatched to the 22000 block of Violet on a reported structure fire. Officers arrived to find a working structure fire. The occupants were able to self-evacuate the residence prior to officers' arrival. The fire was extinguished, and the scene was turned over to the Oakland County Cause and Origin unit for investigation.

**OWI 3<sup>rd</sup> Offense**

On March 30, 2024, at approximately 07:40 a.m. officers on patrol initiated a traffic stop for speeding on a vehicle at Grand River and Grove. The driver, a 28-year-old female showed signs of intoxication and had a suspended driver's license. The investigation of the driver led to their arrest for operating under the influence of alcohol 3<sup>rd</sup> offense and driving on a suspended license. The suspect was transported to this department, booked, and released. The case was forwarded to the Oakland County Prosecutor for warrant consideration.

**Open Container of Alcohol**

On March 31, 2024, at approximately 01:30 a.m. officers on patrol conducted a traffic stop on a speeding vehicle at Grand River and Farmington. The traffic stop led to the discovery of an open liquor bottle in the driver's possession. The driver was cited on scene for open intoxicants and released.

CALL TYPE & QUANTITY				
TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
611	306	53	7	13
OWI	OUID	DWLS	WARRANT	FELONY
4	0	6	16	2



# CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

**MONTH OF MARCH 2024**

<b>FUND #</b>	<b>FUND NAME</b>	<b>AMOUNT:</b>
101	GENERAL FUND	\$ 327,015.56
202	MAJOR STREET FUND	\$ 19,413.83
203	LOCAL STREET FUND	\$ 1,152.10
285	AMERICAN RESCUE ACT	\$ 8,827.90
401	CAPITAL IMPROVEMENT MILLAGE	\$ 25,316.64
592	WATER & SEWER FUND	\$ 419,645.98
595	FARMINGTON COMMUNITY THEATER FUND	\$ 25,889.84
640	DPW EQUIPMENT REVOLVING FUND	\$ 20,741.13
701	AGENCY FUND	\$ 650.00
703	CURRENT TAX COLLECTION FUND	\$ 3,796.01
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 30,622.04
	<b>TOTAL CITY PAYMENTS ISSUED:</b>	<b>\$ 883,071.03</b>
136	47TH DISTRICT COURT FUND	\$ 50,482.17
243	BROWNFIELD REDEVELOP AUTHORITY	\$ 0.00
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 23,426.14
	<b>TOTAL OTHER ENTITIES PAYMENTS ISSUED:</b>	<b>\$ 73,908.31</b>
	<b>TOTAL PAYMENTS ISSUED</b>	<b>\$ 956,979.34</b>

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

# CITY OF FARMINGTON - ACH PAYMENTS REPORT

<b>MONTH OF MARCH 2024</b>
----------------------------

<b>TRANSFER FROM:</b>	<b>TRANSFER TO:</b>	<b>DESCRIPTION:</b>	<b>AMOUNT:</b>
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	\$ 241,315.30
General Fund	Federal Gov't	W/H & FICA Payroll	85,917.54
General Fund	MERS	February Transfer	98,575.40
General Fund	MERS HCSP	February Transfer	6,172.05
General Fund	MERS	457 Plans - City & Dept. Head	19,109.01
General Fund	Total Administrative Services Corp.	Flexible Spending Accounts	2,408.84
	<b>TOTAL CITY ACH TRANSFERS</b>		<b>\$ 453,498.14</b>
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	129,752.10
Court Fund	Federal Gov't	W/H & FICA Payroll	35,343.85
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	1,914.56
Court Fund	ICMA	Health Savings/401 Accounts	7,340.25
	<b>TOTAL OTHER ENTITIES ACH TRANSFERS</b>		<b>\$ 174,350.76</b>

DEPARTMENT OF PUBLIC WORKS QUARTERLY REPORT  
JANUARY THROUGH MARCH 2024

Pay Code ID	Distribution	Reg Hours	Reg Gross	Ot Hours	OT Gross	Gross Comments
BUILDINGS & GROUNDS	101-265.00-706.000	566.00	10,927.38	0.00	0.00	10,927.38
BUILDINGS & GROUNDS, OVERTIME	101-265.00-709.000	0.00	0.00	2.00	91.68	91.68
CEMETERIES	101-276.00-706.000	65.75	2,014.97	0.00	0.00	2,014.97
CEMETERIES, OVERTIME	101-276.00-709.000	0.00	0.00	7.50	344.66	344.66
POLICE & FIRE, REPAIR/MAINTENANCE	101-345.00-930.001	2.50	77.60	0.00	0.00	77.60
PUBLIC WORKS	101-441.00-706.000	332.25	14,466.97	0.00	0.00	14,466.97
PUBLIC WORKS, OVERTIME	101-441.00-709.000	0.00	0.00	22.00	1,014.92	1,014.92
DDA	101-442.00-706.000	82.75	2,506.63	0.00	0.00	2,506.63
DDA, OVERTIME	101-442.00-709.000	0.00	0.00	46.75	2,140.37	2,140.37
PARKING LOTS	101-443.00-706.000	27.50	822.25	0.00	0.00	822.25
PARKING LOTS, OVERTIME	101-443.00-709.000	0.00	0.00	21.50	968.03	968.03
SIDEWALKS	101-444.00-706.000	136.25	4,045.54	0.00	0.00	4,045.54
SIDEWALKS, OVERTIME	101-444.00-709.000	0.00	0.00	17.00	751.87	751.87
RUBBISH RECYCLING COLLECTION	101-528.00-706.000	2.50	77.07	0.00	0.00	77.07
PARKS	101-751.00-706.000	478.50	14,396.05	0.00	0.00	14,396.05
PARKS, OVERTIME	101-751.00-709.000	0.00	0.00	69.50	3,223.56	3,223.56
WARNER HOME	101-804.00-706.000	11.00	339.40	0.00	0.00	339.40
ROUTINE MAINTENANCE, MAJOR STREETS	202-463.00-706.000	130.75	3,952.13	0.00	0.00	3,952.13
ROUTINE MAINTENANCE, MAJOR STREETS, OVERTIME	202-463.00-709.000	0.00	0.00	12.00	562.33	562.33
TRAFFIC SERVICES MAINTENANCE, MAJOR STREETS	202-474.00-706.000	4.00	123.06	0.00	0.00	123.06
WINTER MAINTENANCE, MAJOR STREETS	202-478.00-706.000	33.25	991.41	0.00	0.00	991.41
WINTER MAINTENANCE, MAJOR STREETS, OVERTIME	202-478.00-709.000	0.00	0.00	25.25	1,152.40	1,152.40
SURFACE MAINTENANCE, TRUNK	202-486.00-706.000	20.50	599.45	0.00	0.00	599.45
SWEEP & FLUSH, TRUNK	202-488.00-706.000	0.00	0.00	0.00	0.00	0.00
SWEEP & FLUSH , TRUNK, OVERTIME	202-488.00-709.000	0.00	0.00	2.00	88.68	88.68
DRAINAGE, DITCHES, TRUNK	202-491.00-706.000	1.25	40.10	0.00	0.00	40.10
TRAFFIC SIGNS/SIGNALS, TRUNK	202-494.00-706.000	0.50	15.74	0.00	0.00	15.74
WINTER MAINTENANCE, TRUNK	202-497.00-706.000	40.75	1,228.93	0.00	0.00	1,228.93
WINTER MAINTENANCE, TRUNK, OVERTIME	202-497.00-709.000	0.00	0.00	47.00	2,095.86	2,095.86

ROUTINE MAINTENANCE, COUNTY ROAD	202-508.00-706.000	4.00	122.84	0.00	0.00	122.84
WINTER MAINTENANCE, COUNTY ROAD	202-510.00-706.000	27.75	829.77	0.00	0.00	829.77
WINTER MAINTENANCE, COUNTY ROAD, OVERTIME	202-510.00-709.000	0.00	0.00	23.00	1,050.82	1,050.82
ROUTINE MAINTENANCE, LOCAL STREETS	203-463.00-706.000	620.50	18,248.98	0.00	0.00	18,248.98
WINTER MAINTENANCE, LOCAL STREETS	203-478.00-706.000	75.00	2,262.49	0.00	0.00	2,262.49
WINTER MAINTENANCE, LOCAL STREETS, OVERTIME	203-478.00-709.000	0.00	0.00	70.50	3,203.78	3,203.78
SUPERVISION, WATER/SEWER	592-620.00-706.000	9.00	2,550.32	0.00	0.00	2,550.32
TRANSMISSION & DISTRIBUTION, WATER	592-621.00-706.000	130.50	3,965.46	0.00	0.00	3,965.46
SEWER LINES	592-622.00-706.000	591.50	17,798.76	0.00	0.00	17,798.76
SEWER LINES, OVERTIME	592-622.00-709.000	0.00	0.00	1.75	82.61	82.61
MAINTENANCE, METERS	592-623.00-706.000	14.00	439.15	0.00	0.00	439.15
MAINTENANCE, HYDRANTS	592-624.00-706.000	21.75	662.23	0.00	0.00	662.23
MAINTENANCE, SEWAGE RETENTION FACILITY	592-625.00-706.000	64.75	2,025.86	0.00	0.00	2,025.86
MAINTENANCE, SEWAGE RETENTION FACILITY, OVERTIME	592-625.00-709.000	0.00	0.00	63.50	2,879.16	2,879.16
MAINTENANCE, SEWER PUMPS	592-626.00-706.000	70.25	2,169.91	0.00	0.00	2,169.91
MAINTENANCE, METERS	592-632.00-706.000	67.50	2,039.14	0.00	0.00	2,039.14
MISCELLANEOUS CUSTOMER SERVICES	592-633.00-706.000	8.50	266.81	0.00	0.00	266.81
MAINTENANCE, GENERAL PLANT	592-666.00-706.000	2.25	70.81	0.00	0.00	70.81
MAINTENANCE, EQUIPMENT	592-668.00-706.000	69.50	2,114.49	0.00	0.00	2,114.49
INSPECTIONS, WATER/SEWER, MISS DIGS	592-671.00-706.000	91.50	2,864.58	0.00	0.00	2,864.58
INSPECTIONS, WATER/SEWER, MISS DIGS, OVERTIME	592-671.00-709.000	0.00	0.00	0.75	33.54	33.54
NEW WATER METERS INSTALLATION	592-692.00-706.000	22.75	705.04	0.00	0.00	705.04
CAPITAL OUTLAY	640-000.00-706.000	383.50	11,838.14	0.00	0.00	11,838.14
CAPITAL OUTLAY, OVERTIME	640-000.00-709.000	0.00	0.00	0.50	23.28	23.28
Grand Totals:		4,799.75	145,889.67	432.50	19,707.55	165,597.22



**CITY OF FARMINGTON**  
**BUILDING DEPARTMENT**

***3rd Quarter Report***

***January 1, 2024***  
***through***  
***March 31, 2024***

***Jeffrey Bowdell***  
***Building Official***  
***Building Inspector***

FY 2023 - 24

MONTH	NEW HOMES		HOME REMODEL		SHEDS/GARAGES		COMMERCIAL REMODEL		COMMERCIAL BUILDING		INDUSTRIAL REMODEL	
	No. of Permits	Value	No. of Permits	Value	No. of Permits	Value	No. of Permits	Value	No. of Permits	Value	No. of Permits	Value
JULY	0	\$0	1	\$433,360	0	\$0	3	\$109,345	0	\$0	0	\$0
AUGUST	0	\$0	0	\$0.00	0	\$0	1	\$352,094	0	\$0.00	0	\$0
SEPTEMBER	0	\$0	2	\$75,792	0	\$0	1	\$45,000	0	\$0	1	\$30,000
OCTOBER	0	\$0	0	\$0	0	\$0	2	\$222,500	0	\$0	0	\$0
NOVEMBER	0	\$0	1	\$12,600.00	0	\$0	2	\$365,000	0	\$0	0	\$0
DECEMBER	0	\$0	0	\$0	0	\$0	1	\$125,000	0	\$0	0	\$0
JANUARY	0	\$0	2	\$159,049	0	\$0	0	\$0	0	\$0	0	\$0
FEBRUARY	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
MARCH	0	\$0			1	\$24,000	3	\$40,100				
APRIL			1	\$6,900								
MAY												
JUNE												
<b>TOTAL</b>	<b>0</b>	<b>\$0</b>	<b>7</b>	<b>\$687,701.00</b>	<b>1</b>	<b>\$24,000</b>	<b>13</b>	<b>\$1,259,039</b>	<b>0</b>	<b>\$0.00</b>	<b>1</b>	<b>\$30,000</b>

## 2023 - 24 CASH SHEET SUMMARY

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Building	\$20,565	\$12,443	\$10,155	\$9,445	\$13,250	\$3,225	\$6,695	\$5,130	\$6,855			
Building Registration	\$360	\$360	\$120	\$210	\$270	\$60	\$210	\$270	\$450			
Building Bond	\$1,100	\$0	\$1,100	\$1,200	\$100,300	\$400	\$1,000	\$6,000	\$200			
Performance Bond	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Water Tap/Meter	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Sewer Tap	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Construction Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Water/Sewer Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Sign	\$59	\$140	\$296	\$256	\$64	\$259	\$0	\$206	\$0			
Sign Registration	\$30	\$30	\$30	\$30	\$30	\$90	\$30	\$90	\$0			
Fence	\$315	\$490	\$605	\$235	\$755	\$65	\$0	\$95	\$0			
Fence Registration	\$60	\$0	\$60	\$30	\$0	\$30	\$0	\$30	\$0			
Pool	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Approach/Sidewalk	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Mechanical	\$3,130	\$5,153	\$2,735	\$3,475	\$2,755	\$2,280	\$3,080	\$1,040	\$2,365			
Mechanical Registration	\$75	\$75	\$60	\$60	\$45	\$45	\$90	\$85	\$30			
Electrical	\$1,483	\$5,024	\$2,600	\$3,870	\$1,330	\$1,854	\$2,361	\$1,906	\$1,307			
Electrical Registration	\$60	\$150	\$180	\$150	\$90	\$210	\$210	\$210	\$150			
Plumbing	\$1,235	\$1,575	\$2,000	\$2,735	\$1,470	\$815	\$1,345	\$1,185	\$1,245			
Plumbing Registration	\$15	\$75	\$45	\$75	\$90	\$30	\$60	\$90	\$75			
Zoning Board of Appeals	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Engineering Fees	\$0	\$0.00	\$0	\$0	\$600	\$0	\$0	\$0	\$0.00			
Planner Fees	\$0	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Plan Review	\$750	\$400.00	\$1,050	\$0	\$0	\$0	\$0	\$0	\$0			
Rental Reg/inspect	\$0	\$0	\$0	\$0	\$0	\$0	\$6,300	\$14,650	\$10,300			
False Alarm	\$630	\$180	\$455	\$195	\$820	\$320	\$1,490	\$330	\$420			
Other	\$100	\$200	\$150	\$250	\$50	\$100	\$200	\$200	\$900			
<b>Total</b>	<b>\$29,967.00</b>	<b>\$26,295.00</b>	<b>\$21,641.00</b>	<b>\$22,216.00</b>	<b>\$121,919.00</b>	<b>\$9,783.00</b>	<b>\$23,071.00</b>	<b>\$31,517.00</b>	<b>\$24,297.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

## NUMBER OF PERMITS ISSUED BY MONTH

FY 2023 - 24

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	Total
Single Family Home	0	0	0	0	0	0	0	0	0				<b>0</b>
Residential Alteration	1	3	3	0	1	0	2	0	1				<b>11</b>
Garage/Shed	0	0	0	0	0	0	0	0	0				<b>0</b>
Commercial Building	0	0	0	0	0	0	0	0					<b>0</b>
Commercial Alteration	3	1	1	2	2	1	0	0	3				<b>13</b>
Industrial Building	0	0	0	0	0	0	0	0	0				<b>0</b>
Industrial Alteration	0	0	1	0	0	0	0	0	0				<b>1</b>
Church, School	0	0	0	0	0	0	0	0	0				<b>0</b>
Church, School Alteration	0	0	0	0	0	0	0	0	0				<b>0</b>
Office, Bank, Professional Building	0	0	0	0	0	0	0	0	0				<b>0</b>
Office, Bank, etc Alteration	0	0	0	0	0	0	0	0	0				<b>0</b>
Swimming Pool	1	0	0	0	0	0	0	0	0				<b>1</b>
Fence	3	2	4	2	3	3	0	1	0				<b>18</b>
Sign	5	2	2	3	0	6	0	4	0				<b>22</b>
Bldg w/sign (value)	5	2	2	3	0	6	0	4	0				<b>22</b>
Fire Repair	0	0	1	0	0	0	0	0	0				<b>1</b>
Observable Inspection	0	0	0	0	0	0	0	0	0				<b>0</b>
Roof, Siding, Windows	16	12	7	13	11	9	7	15	13				<b>103</b>
Sidewalk/Approach	0	0	0	0	0	0	0	0	0				<b>0</b>
Demolition	1	1	0	0	1	0	0	0	0				<b>3</b>
Temporary Signs	0	0	0	0	0	0	0	0	0				<b>0</b>
Other	6	5	4	8	6	5	5	3	7				<b>49</b>
<b>Total</b>	<b>41</b>	<b>28</b>	<b>25</b>	<b>31</b>	<b>24</b>	<b>30</b>	<b>14</b>	<b>27</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>244</b>

## BUILDING PERMITS

	2023- 2024		2022 - 2023		2021 - 2022	
MONTH	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES
JULY	41	\$20,565	12	\$3,750	32	\$ 33,050
AUGUST	28	\$12,443	50	\$16,330	55	\$27,890
SEPTEMBER	25	\$10,155	30	\$14,615	45	\$15,085
OCTOBER	31	\$9,445	40	\$9,595	61	\$21,145
NOVEMBER	24	\$13,250	35	\$9,170	41	\$16,465
DECEMBER	30	\$3,225	20	\$7,845	16	\$5,300
JANUARY	14	\$6,695	24	\$9,475	30	\$18,990
FEBRUARY	27	\$5,130	10	\$11,960	25	\$6,070
MARCH	24	\$6,855	14	\$3,775	45	\$31,905
APRIL			32	\$19,055	32	\$10,600
MAY			49	\$18,710	46	\$9,945
JUNE			52	\$24,115	24	\$10,470
<b>TOTAL</b>	<b>244</b>	<b>\$87,763</b>	<b>368</b>	<b>\$148,395</b>	<b>452</b>	<b>\$206,915</b>

## ELECTRIC PERMITS

	2023 - 2024		2022 - 2023		2021 - 2022	
MONTH	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES
JULY	19	\$1,483	22	\$2,294	16	\$1,057
AUGUST	25	\$5,024	34	\$4,027	28	\$4,123
SEPTEMBER	17	\$2,600	15	\$2,294	23	\$4,218
OCTOBER	23	\$3,870	25	\$3,353	24	\$3,468
NOVEMBER	14	\$1,330	18	\$2,032	32	\$4,245
DECEMBER	21	\$1,854	13	\$2,042	21	\$3,145
JANUARY	21	\$2,361	20	\$2,518	32	\$3,201
FEBRUARY	13	\$1,906	20	\$3,275	16	\$2,207
MARCH	13	\$1,307	17	\$2,651	21	\$4,304
APRIL			16	\$1,647	21	\$2,060
MAY			23	\$3,001	15	\$1,591
JUNE			22	\$2,924	30	\$3,620
<b>TOTAL</b>	<b>166</b>	<b>\$21,735</b>	<b>245</b>	<b>\$32,058</b>	<b>279</b>	<b>\$37,239</b>

## MECHANICAL PERMITS

	2023 - 2024		2022 - 2023		2021 - 2022	
MONTH	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES
JULY	21	\$3,130	19	\$3,335	17	\$2,760
AUGUST	25	\$5,153	35	\$5,535	19	\$3,565
SEPTEMBER	15	\$2,735	23	\$3,970	12	\$2,307
OCTOBER	15	\$3,475	11	\$1,485	19	\$2,710
NOVEMBER	16	\$2,755	15	\$2,685	27	\$5,425
DECEMBER	13	\$2,280	12	\$2,080	18	\$3,845
JANUARY	22	\$3,080	12	\$2,085	26	\$4,020
FEBRUARY	8	\$1,040	19	\$3,624	12	\$2,815
MARCH	9	\$2,365	17	\$3,320	33	\$6,695
APRIL			18	\$3,970	19	\$3,185
MAY			16	\$2,485	9	\$1,360
JUNE			18	\$3,597	31	\$5,890
<b>TOTAL</b>	<b>144</b>	<b>\$26,013</b>	<b>215</b>	<b>\$38,171</b>	<b>242</b>	<b>\$44,577</b>

## PLUMBING PERMITS

	2023 - 2024		2022 - 2023		2021 - 2022	
MONTH	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES
JULY	8	\$1,235	2	\$995	6	\$1,465
AUGUST	10	\$1,575	18	\$1,765	11	\$2,475
SEPTEMBER	4	\$2,000	3	\$635	6	\$1,155
OCTOBER	12	\$2,735	8	\$1,130	6	\$1,325
NOVEMBER	9	\$1,470	5	\$930	11	\$2,080
DECEMBER	5	\$815	10	\$1,275	6	\$905
JANUARY	5	\$1,345	12	\$2,655	7	\$855
FEBRUARY	7	\$1,185	6	\$1,120	16	\$3,595
MARCH	7	\$1,245	4	\$1,195	16	\$2,830
APRIL			7	\$1,205	14	\$2,075
MAY			8	\$1,055	10	\$1,885
JUNE			8	\$1,840	12	\$3,815
<b>TOTAL</b>	<b>67</b>	<b>\$13,605</b>	<b>91</b>	<b>\$15,800</b>	<b>121</b>	<b>\$24,460</b>



CODE ENFORCEMENT LOG

MONTH: January 2024

VIOLATIONS	METHOD OF CONTACT				TOTAL
	PHONE	VERBAL	LETTER	WARNING TICKET	
unoperable vehicle					
Recreational Vehicles					
Trash cans at curb					
Streets / Sidewalks					
Commercial Property Maint./Dumpster					
Signs		4			4
Housing Code					
Fences			2		2
Nuisances					
Zoning: unapproved use	1				1
Snow		1			1
Work w/o permit					
Blight: yard/outdoor			1		1
Animal Offenses	1				1
improper disposal grease					
unauthorized use of bldg					
improper storage					
Leaves at curb		3			3
Lights					
Total	2	8	3		13

RESULTS						
COMPLIANCE	NON-COMPLIANCE	COURT	PENDING	CITY COUNCIL	ZONING BOARD	TOTAL
3	1					4
			2			2
1						1
1						1
			1			1
1						1
2			1			3
8	1		4			13

INSPECTIONS	
Gas Pressure Tests	1
Rough Building	1
Final Building	7
Foundation	0
Initial Compliance	1
Roof	5
Heating/Cooling	30
Fire Test Hood Suppression	0
Fireplace	0
Foreclosure	0
Total	45

PLAN REVIEW	
Signs	0
Buildings/addition	0
Fences	0
Decks	0
Hood Suppression	0
Demolition	0
Zoning Compliance	0
Total	0



**CODE ENFORCEMENT LOG**

MONTH: February 2024

VIOLATIONS	METHOD OF CONTACT				TOTAL
	PHONE	Inspection	LETTER	WARNING TICKET	
Automobiles			3		3
Recreational Vehicles			4		4
Trash/dumpster					
Streets / Sidewalks					
Comm. Property Maint.					
Zoning Compliance			1	1	2
Unapproved use					
Fences			1		1
Nuisances					
Shed/acc bldg					
Property Blight			6		6
Grass (over 8")					
Leaves					
Blight Vehicles					
Storage / Pods					
Signs	2				2
rats					
Work w/o permit			2		2
<b>Total</b>	<b>2</b>	<b>0</b>	<b>17</b>	<b>1</b>	<b>20</b>

RESULTS						
COMPLIANCE	NON-COMPLIANCE	COURT	PENDING	CITY COUNCIL	ZONING BOARD	TOTAL
2			1			3
1			3			4
		1	1			2
			1			1
1			5			6
			2			2
			2			2
<b>4</b>	<b>0</b>	<b>1</b>	<b>15</b>			<b>20</b>

INSPECTIONS	
Gas Pressure Tests	0
Rough Building	2
Final Building	10
Foundation	0
Observable Component	0
Roof	1
Heating/Cooling	24
Fireplace	0
Foreclosures	0
<b>Total</b>	<b>37</b>

PLAN REVIEW	
Signs	0
Buildings	0
Fences	0
Decks	0
Hood Suppression	0
Demolition	0
Fire Repair	0
Pool	0
<b>Total</b>	<b>0</b>



CODE ENFORCEMENT LOG

MONTH: March 2024

VIOLATIONS	METHOD OF CONTACT				TOTAL
	PHONE	Drive by	LETTER	WARNING TICKET	
Automobiles			1		1
Recreational Vehicles			1		1
Trash/litter/debris					
Streets / Sidewalks					
Comm. Property Maint. Parking lot lights					
Signs			5		5
Nuisances					
Fences			10		10
Exterior house lights					
Zoning/investigation			1		1
Tree trimming/yard					
Grass (over 8")					
Comm. Prop					
hoarding conditions		1			1
Unlicensed Vehicle					
Property Maintenance-housing					
Blight/cars/outside junk			1		1
Trash/recycle storage					
<b>Total</b>	<b>0</b>	<b>1</b>		<b>0</b>	<b>20</b>

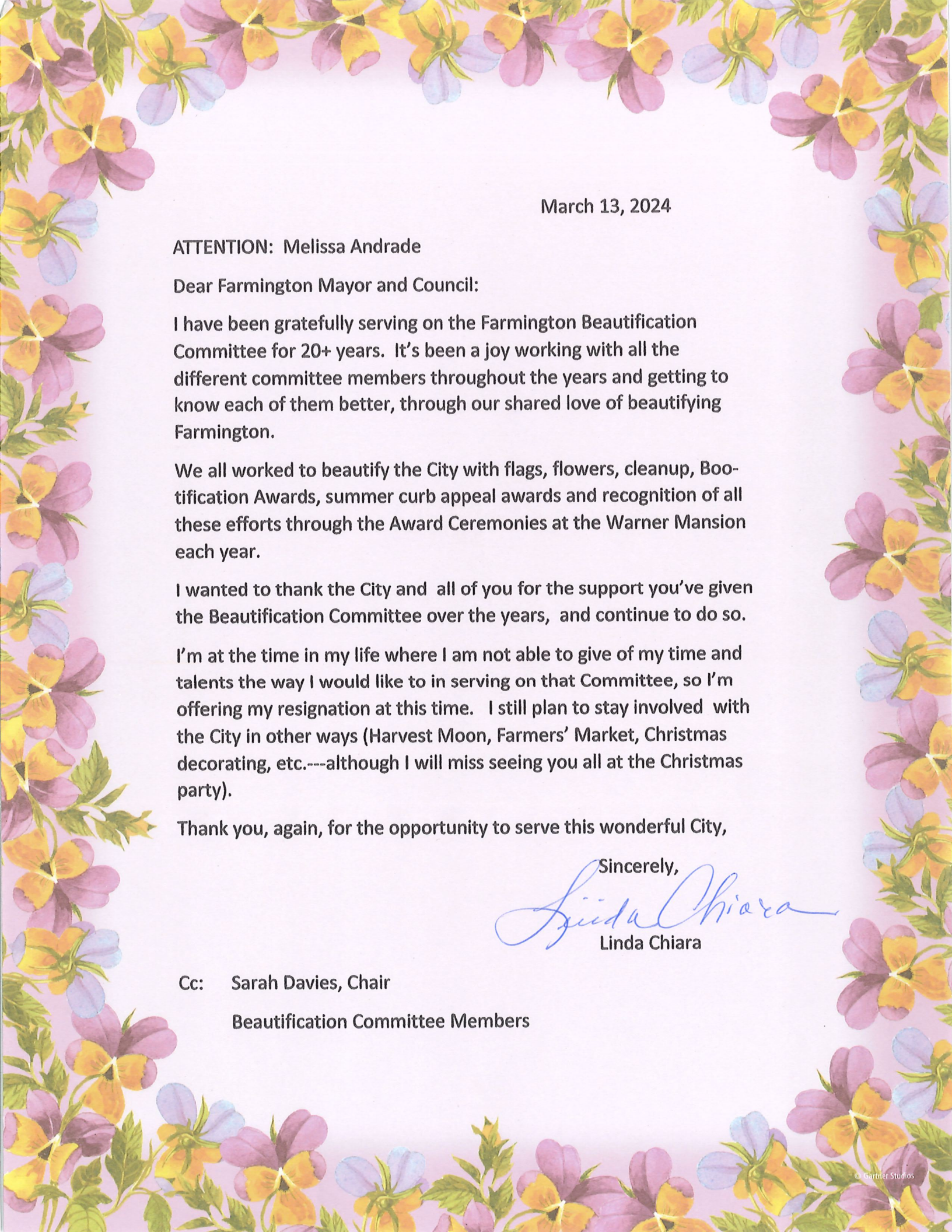
RESULTS						
COMPLIANCE	NON-COMPLIANCE	COURT	PENDING	CITY COUNCIL	ZONING BOARD	TOTAL
1						1
1						1
4			1			5
			10			10
			1			1
1						1
			1			1
<b>7</b>	<b>0</b>	<b>0</b>	<b>13</b>			<b>20</b>

INSPECTIONS	
Gas Pressure Tests	0
Rough Building	1
Final Building	18
Foundation	0
Observable Component	0
Roof	3
Heating/Cooling	12
Fireplace	0
Foreclosures	0
Post Hole	0
Footing/sidewalk forms	2
<b>Total</b>	<b>36</b>

PLAN REVIEW	
Signs	0
Buildings	0
Fences	0
Decks	0
Hood Suppression	0
Demolition	0
Fire Repairs	0
Pool	0
Shed	0
Swim Club	0
<b>Total</b>	<b>0</b>



<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> April 15, 2024	<b>Item Number 4F</b>
<b>Submitted by:</b> Melissa Andrade, Assistant to the City Manager		
<b>Agenda Topic:</b> Accept the resignation of Linda Chiara from the Beautification Committee		
<b>Proposed Motion:</b> NA – consent agenda		
<b>Background:</b> Linda Chiara has served on the Beautification Committee for about ten years. Linda has always been a very active volunteer for the Farmington Community. Her current term expires on June 30, 2024.  In addition, Committee Chair Sarah Davies will not be renewing her seat on the committee which also expires on June 30, 2024.		
<b>Materials:</b> Resignation letter		



March 13, 2024

**ATTENTION: Melissa Andrade**

**Dear Farmington Mayor and Council:**

I have been gratefully serving on the Farmington Beautification Committee for 20+ years. It's been a joy working with all the different committee members throughout the years and getting to know each of them better, through our shared love of beautifying Farmington.

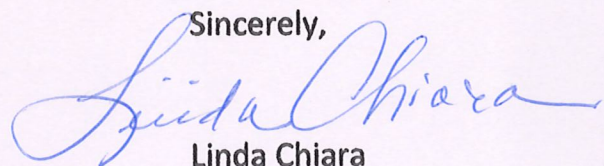
We all worked to beautify the City with flags, flowers, cleanup, Boo-tification Awards, summer curb appeal awards and recognition of all these efforts through the Award Ceremonies at the Warner Mansion each year.

I wanted to thank the City and all of you for the support you've given the Beautification Committee over the years, and continue to do so.

I'm at the time in my life where I am not able to give of my time and talents the way I would like to in serving on that Committee, so I'm offering my resignation at this time. I still plan to stay involved with the City in other ways (Harvest Moon, Farmers' Market, Christmas decorating, etc.---although I will miss seeing you all at the Christmas party).

Thank you, again, for the opportunity to serve this wonderful City,

Sincerely,



Linda Chiara

**Cc: Sarah Davies, Chair  
Beautification Committee Members**



<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> April 15, 2024	<b>Item Number 4G</b>
<b>Submitted by:</b> Melissa Andrade		
<b>Agenda Topic:</b> Special Event: Annual Farmington Public Schools Back to School Picnic		
<b>Proposed Motion:</b> NA – consent agenda		
<p><b>Background:</b> Annually, the Farmington Public Schools holds a back-to-school picnic in Shiawasse Park for its staff.</p> <p>The event is scheduled for Monday, August 19 from 7 a.m. – 2 p.m. Expected number of guests is 1,200. Public Safety has never had a problem with this event.</p>		
<b>Materials:</b> Application		

Event Name Farmington Public Schools  
Back to School Celebration

CITY USE ONLY
Approval Needed:
<input type="checkbox"/> City Manager
<input type="checkbox"/> City Council
<input type="checkbox"/> Approved
<input type="checkbox"/> Denied



## City of Farmington Special Event Application

This application is for all events in Riley Park and any other event 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.

Park fees are \$100 for residents and \$200 for non-residents.

**Event Name** Farmington Public Schools / Back to School Celebration

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.

4/5/2024  
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: 248-474 5500, ext. 2221

*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: Farmington Public Schools

Individual/Organization Phone: 248-489-3349

Individual/Organization Address: 32500 Shiawassee, Farmington, MI 48336

Organization's Contact: Diane Bauman Phone: 313-613-6000

Contact's Title: Director E-mail: diane.bauman@fpshz.net

Address: 32500 Shiawassee, Farmington, MI 48336

Event Name: Farmington Public Schools Back to School Celebration

- Type of Event:
- |   |   |
|---|---|
| <input type="radio"/> Sponsored/City Operated   | <input type="radio"/> Co-Sponsored (all parties must provide info and sign application) |
| <input checked="" type="radio"/> Non-Profit     | <input type="radio"/> For Profit  |
| <input type="radio"/> Political or Ballot Issue | <input type="radio"/> Wedding   |
| <input type="radio"/> Video or Film Production  | <input type="radio"/> Running Event   |
| <input type="radio"/> Block Party               | <input type="radio"/> Other (describe)  |

Riley Park Permit Fee:

\$100 residents/\$200 non-residents

Event Purpose: Picnic for all FPS employees

Event Dates: Monday, August 19, 2024

Event Times: 7am - 2pm

Event Location: Shiawassee Park

Number of People Expected: 1,200

Contact Person on Day of Event: Diane Bowman

Phone: 313-613-6000 (cell)

Email: diane.bowman@fpsk12.net

Estimated Time of Setup: 7am

Estimated Time of Cleanup: 2pm

Crowd Control Plans:

Sidewalk use?  YES  NO

If yes, describe sidewalk use:

People will walk to the area of the event at the Pavillion.

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

YES  NO

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

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Will street closures be necessary?  YES  NO

If yes, describe street closures, include time of closure and re-open:

Will music be provided?  YES  NO

If yes, describe amplification and proposed location of band, speakers, equipment, etc.:

Will electricity be needed for the event?  YES  NO

Will the following be constructed or located in event area?

Booths	<input type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text"/>
Tents/Canopies	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value="4"/>
Rides	<input type="radio"/> YES	<input checked="" type="radio"/> NO	Quantity: <input type="text"/>
Tables	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text"/>
Portable Toilets	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text"/>
Inflatables	<input type="radio"/> YES	<input checked="" type="radio"/> NO	Quantity: <input type="text"/>
Food Vending	<input type="radio"/> YES	<input checked="" type="radio"/> NO	Quantity: <input type="text"/>
Other Vendors	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text"/>

Other (describe)

We will have tents set up with FPS supporting organizations that share information with our employees. FPS brings in food for the event. No food vendors will be set up on the site.

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:

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*\*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 state in the City Cod of Ordinances (Appendix A in policy).*

**An Event Map [is] [is not] attached.** 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.

**For events in Riley Park: Invitation to Civic Organizations and Merchants in the Event Vicinity.** Non-profit organizations and local merchants in the vicinity of Riley Park – the Central Business District -- should be given the opportunity to participate in the special event to the greatest extent practical; e.g., a local Deli might come out and sell bratwurst. You must demonstrate that reasonable efforts have been made with regard to such inclusion and participation. The City Manager’s office shall be responsible for determining whether this requirement has been met.

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			
Public Safety Assistance			
Public Services Assistance			
Cones			
Additional Barricades			
Additional Trash Barrels			
Other			
Total			0

Usage fee for Riley Park is \$100 for residents, \$200 for non-residents. 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.



<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> April 15, 2024	<b>Item Number 7A</b>
<b>Submitted by:</b> Charles Eudy, Superintendent		
<b>Agenda Topic:</b> Cross Connection Protection Contract Renewal		
<b>Proposed Motion:</b> Move to approve a two-year renewal of Cross Connection Program Contract with HydroCorp Incorporated in the amount 24 monthly payments of \$1,175.00 (\$28,200 total contract) and allow City Administration to execute the contract documents. Subject to any minor amendments to the final form of the City Manager’s office and the City Attorney’s office.		
<p><b>Background:</b></p> <p>City administration recommends that City Council renew a two-year agreement with HydroCorp Incorporated located in Troy, Michigan to conduct the City Water System’s cross connection inspection control program which is required by the Michigan Department of Environmental Great Lakes and Energy (EGLE). The purpose of the cross-connection program is to prevent backflows into the water distribution system from users that utilize potentially dangerous substances that could represent a major public health problem if introduced in the water system. A short list of water system users that are subject to the cross-connection inspection program include: car washes, apartment complexes, dry cleaners, funeral homes, adult health care facilities, manufacturing facilities, and other commercial users with irrigation systems.</p> <p>The full scope of services is found in the Scope of Work of the Agreement. The annual cost for this service is \$14,100 which is incorporated into the Water and Sewer Fund budget. The agreement has been reviewed by the City Attorney and HydroCorp with minor changes to the agreement that were requested by the City Attorney and accepted by HydroCorp.</p> <p>There are several reasons that City Administration is recommending the outsourcing of this regulatory function:</p> <ol style="list-style-type: none"> <li>1. It is a highly specialized regulatory function that involves on-site inspections, communications with property owners subject to the program requirements, review of reports from environmental consultants regarding system maintenance and reliability, and annual reporting to EGLE. It is difficult for all system, such as Farmington’s, to have the time and expertise to manage this program. Furthermore, many larger systems have found outsourcing this function to be cost effective.</li> <li>2. EGLE is considering regulations that would expand the program to include residents with irrigation system which would require additional time by Public Works personnel.</li> <li>3. It allows Public Works personnel to focus on system operations and reliability rather than regulatory enforcement.</li> </ol>		
<p><b>Materials:</b> HydroCorp Incorporated Proposal</p>		

# PROPOSAL

DEVELOPED FOR

Chuck Eudy

City of Farmington

33720 West Nine Mile Road

Farmington, MI 48335

March 25, 2024

## KEEPING DRINKING WATER SAFE FOR INDUSTRIES AND MUNICIPALITIES

For over 30 years, HydroCorp™ has been dedicated to safe drinking water for companies and communities across North America. Fortune 500 firms, metropolitan centers, utilities, small towns and businesses – all rely on HydroCorp to protect their water systems, averting backflow contamination and the acute health risks and financial liabilities it incurs.

HYDR CORP.

THE SAFE WATER AUTHORITY.

CROSS-CONNECTION  
CONTROL / BACKFLOW  
PREVENTION

WATER SYSTEM  
SURVEYS / AUDITS

PIPE SYSTEM MAPPING  
AND LABELING

WATER SAMPLING  
AND ANALYSIS / RISK  
ASSESSMENTS

PROGRAM  
AND PROJECT  
MANAGEMENT

COMPLIANCE  
ASSISTANCE /  
DOCUMENTATION



MICHIGAN CORPORATE OFFICE

5700 Crooks Road, Suite 100

Troy, MI 48098

800.690.6651 TOLL FREE

248.250.5000 PHONE

248.786.1788 FAX GENERAL

[info@hydrocorpinc.com](mailto:info@hydrocorpinc.com) EMAIL

SCOPE OF WORK..... 3

PROFESSIONAL SERVICE AGREEMENT..... 4-10

QUALIFICATIONS..... 11

## SCOPE OF WORK

HydroCorp™ will provide the following services to the City of Farmington. This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the City with the necessary data and information to maintain compliance with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Water Bureau Cross Connection Control Regulations. Once this project has been approved and accepted by the City and HydroCorp, you may expect completion of the following elements within a two (2) year period. The components of the project include:

1. Annually, perform a minimum of 110 initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the City of Farmington served by the public water supply for cross-connections. Inspections will be conducted in accordance with the EGLE Water Bureau Cross Connection Control regulations.
2. Generate all backflow prevention assembly test notices, non-compliance notices and coordinate/monitor backflow prevention assembly testing compliance for all backflow prevention assemblies.
3. Perform administrative functions including: answering water user telephone calls, scheduling of inspections, mailing of all notices, verification of backflow prevention assembly tester credentials & proper testing results, and general customer service and program education inquiries.
4. Generate and document the required program data for the facilities using the HydroCorp Software Data Management Program.
5. Submit comprehensive management reports on a quarterly basis.
6. Conduct an annual review meeting to discuss the overall program status and recommendations.
7. Provide up to six- (6) ASSE-approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers (i.e., combination) per facility as required in order to place a facility into immediate compliance at the time of inspection.
8. Prepare the annual State of Michigan EGLE Water Bureau Cross Connection Report.
9. Assist the City with a community-wide public relations program, including general awareness brochures and customized website cross-connection control program overview content and resources.
10. Provide ongoing support via phone, fax, internet, text or email.

The above services will be provided for:

<b>Monthly Amount: \$1,175.00</b>	<b>Annual Amount: \$ 14,100.00</b>	<b>Contract Total: \$ 28,200.00</b>
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Contract Amount is based upon a 24-month period. HydroCorp will invoice in 24 equal amounts of \$1,175.00.

## PROFESSIONAL SERVICE AGREEMENT

This agreement, made and entered into this INSERT DATE by and between the City of Farmington, organized and existing under the laws of the State of Michigan, referred to as "Utility", and HydroCorp™ a Michigan Corporation, referred to as "HydroCorp".

WHEREAS, the Utility supplies potable water throughout its corporate boundary to property owners; and desires to enter into a professional services contract for cross-connection control program inspection, reporting, and management services.

WHEREAS, HydroCorp is experienced in and capable of supplying professional inspection of potable water distribution systems and cross-connection control program management to the Utility, and the Utility desires to engage HydroCorp to act as its independent contractor in its cross-connection control program.

WHEREAS, the Utility has the authority under the laws of the State of Michigan and its local governing body to enter into this professional services contract.

NOW THEREFORE, in consideration of the mutual agreements herein contained, and subject to the terms and conditions herein stated, the parties agree as follows:

### ARTICLE I. Purpose

During the term of this Agreement, the Utility agrees to engage HydroCorp as an independent contractor to inspect and document its findings on its potable water distribution system in public, commercial and industrial facilities within the community. Each party to this Agreement agrees that it will cooperate in good faith with the other, its agents, and subcontractors to facilitate the performance of the mutual obligations set forth in this Agreement. Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete and accurate, yet due to the inaccessible nature of water piping or due to access constraints within water users' facilities, complete and accurate data is not always available.

### ARTICLE II. Scope of Services

The scope of services to be provided by HydroCorp under this Agreement will include the inspections/surveys, program administration, answering telephone call inquiries, scheduling of inspections, program compliance review, public education materials, preparation of quarterly management reports, and annual cross connection reports with respect to the facilities to the extent specifically set forth in this Article II (hereinafter the "Scope of Services"). Should other reports/services be included within the Scope of Services, the same shall be appended to this Agreement as Exhibit 1.

**2.1 PROGRAM REVIEW MEETING.** HydroCorp will conduct a Program Review Meeting for the Cross-Connection Control/Backflow Prevention Program. Items for discussion/review will include the following:

- Review state & local regulations
- Review and/or provide assistance in establishing local Cross-Connection Control Ordinance
- Review/establish wording and timeliness for program notifications including:
  - Inspection Notice
  - Compliance Notice
  - Non-Compliance Notices 1-2, Penalty Notices
- Special Program Notices
- Electronic use of notices/program information
- Obtain updated facility listing, address information and existing program data from Utility.
- Prioritize Inspections (Utility owned buildings, schools, high hazard facilities, special circumstances.)
- Review/establish procedure for vacant facilities.

**Commented [JS1]:** Will there be a Start Up Meeting since this is an ongoing project? If so, will all these activities need to be included?



- Establish facility inspection schedule.
- Review/establish procedures and protocols for addressing specific hazards.
- Review/establish high-hazard, complex facilities and large industrial facility inspection/containment procedures including supplemental information/notification that may be requested from these types of facilities in order to achieve program compliance.
- Review/establish program reporting procedures including electronic reporting tools.
- Review/establish educational and public awareness brochures.

**2.2 INSPECTIONS.** HydroCorp will perform initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the Utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with the Department of Environment, Great Lakes and Energy Cross Connection Control Rules.

- *Initial Inspection* – the first time a HydroCorp representative inspects a facility for cross-connections. The degree of hazard will be assigned and/or verified during this facility visit. The Degree of Hazard will dictate future re-inspection frequency/schedule of facility, (facility will be either compliant or non-compliant after this inspection).
- *Compliance Inspection* – subsequent visit by a HydroCorp representative to a facility that was noncompliant during the *Initial Inspection* to verify that corrective action was completed and meets the program requirements.
- *Re-Inspection* – Revisit by a HydroCorp representative to a facility that was previously inspected. The re-inspection frequency/schedule is based on the degree of hazard assigned to the facility during the initial inspection (one or five year re-inspection cycle, as agreed to by the parties).

**2.3 INSPECTION SCHEDULE.** HydroCorp shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Utility's designated contact person. The initial check in will include a list of inspections scheduled. An exit interview will include a list of inspections completed.

**2.4 PROGRAM DATA.** HydroCorp will generate and document the required program data for the Facility Types listed in the Scope of Services using the HydroCorp Software Data Management Program. Program Data shall remain property of the Utility; however, the HydroCorp Software Data Management program shall remain the property of HydroCorp and can be purchased for an additional fee. Data services will include:

- Prioritize and schedule inspections.
- Notify users of inspections, backflow device installation and testing requirements if applicable.
- Monitor inspection compliance using the HydroCorp online software management program.
- Maintain the program to comply with all EGLE regulations.

**2.5 MANAGEMENT REPORTS.** HydroCorp will submit comprehensive management reports in electronic, downloadable format on a quarterly & annual basis to the Utility. Reports to include the following information:

- Name, location, and date of inspections
- Number of facilities inspected/surveyed
- Number of facilities compliant/non-compliant

**2.6**

**Commented [JS2]:** Previously completed.



2.7 **VACUUM BREAKERS.** HydroCorp will provide up to six (6) ASSE-approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection if no other cross-connections are identified.

2.8 **PUBLIC RELATIONS PROGRAM.** HydroCorp will assist the Utility with a community-wide public relations program, including general awareness brochures and website cross-connection control program content.

2.9 **SUPPORT.** HydroCorp will provide ongoing support via phone, fax, text, website, or email for the contract period.

2.10 **FACILITY TYPES.** The facility types included in the program are as follows:

- Industrial
- Institutional
- Commercial
- Miscellaneous Water users
- Multifamily

**Complex Facilities.** Large industrial and high-hazard complexes or facilities may require inspection/survey services outside the scope of this Agreement. (HydroCorp typically allows a maximum of up to three (3) hours of inspection time per facility.) An independent cross-connection control survey (at the business owner's expense) may be required at these larger/complex facilities, and the results submitted to the Utility to help verify program compliance.

2.11 **INSPECTION TERMS.** HydroCorp will perform a minimum of **220** inspections over a two-year contract period. The total inspections include all initial inspections, compliance, and re-inspections. *Vacant facilities that have been provided to HydroCorp, scheduled no show, or refusal of inspection will count as an inspection/site visit for purposes of the contract.*

2.12 **COMPLIANCE WITH DEPARTMENT OF ENVIRONMENT, GREAT LAKES AND ENERGY (EGLE).** HydroCorp will assist in compliance with EGLE and Michigan Plumbing Code cross-connection control program requirements for all commercial, industrial, institutional, residential, multifamily, and public authority facilities.

2.13 **POLICY MANUAL.** HydroCorp will review the comprehensive cross-connection control policy manual/plan that has been submitted to the appropriate regulatory agency for approval on behalf of the Utility.

2.14 **INVENTORY.** HydroCorp shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model, and serial number if applicable.

2.15 **DATA MANAGEMENT.** HydroCorp shall provide data management and program notices for all inspection services throughout the contract period.

2.16 **ANNUAL YEAR-END REVIEW.** HydroCorp will conduct an on-site annual year-end review meeting to discuss the overall program status and specific program recommendations.

2.17 **CROSS-CONNECTION CONTROL BROCHURES.** HydroCorp will provide approximately **220** cross-connection control educational brochures for the duration of the Agreement.

2.18 **INSURANCE.** HydroCorp will provide all required copies of general liability, workers' compensation, and errors and omissions insurance naming the Utility, its elected and appointed official, employees and agents as an additional insured if required.



### ARTICLE III. Responsibilities of the Utility

- 3.1 UTILITY'S REPRESENTATIVE.** On or before the date services are to commence under this Agreement, the Utility shall designate an authorized representative ("Authorized Representative") to administer this Agreement.
- 3.2 COMPLIANCE WITH LAWS.** The Utility, with the technical and professional assistance of HydroCorp, shall comply with all applicable local, state, and federal laws, codes, ordinances, and regulations as they pertain to the water inspection and testing, and shall pay for any capital improvements needed to bring the water treatment and delivery system into compliance with the aforementioned laws.
- 3.3 NOTICE OF LITIGATION.** In the event that the Utility or HydroCorp has or receives notice of or undertakes the prosecution of any actions, claims, suits, administrative proceedings, investigations or other proceedings in connection with this Agreement, the party receiving such notice or undertaking of such prosecution shall give the other party timely notice of such proceedings and will inform the other party in advance of all hearings regarding such proceedings.
- 3.4 FACILITY LISTING.** The Utility must provide HydroCorp a complete list of facilities to be inspected, including facility name, type of service connection, address, contact person, and phone number, (if available). *Electronic file format, such as Microsoft Excel, etc., is required. An additional one-time fee to manually enter the facility listing will be charged at the rate of \$80.00 per hour. Incorrect facility addresses will be returned to the Utility contact, and corrected addresses will be requested.*
- 3.5 LETTERHEAD/LOGO.** The Utility will provide HydroCorp with an electronic file copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only when authorized by the Utility. HydroCorp shall not be permitted to use the logo or letterhead for any other purpose. Unauthorized use of the Utility logo and/or letterhead and envelope shall be grounds for immediate termination by Utility. (300 dpi in either .eps, or other high-quality image format for printing.)

### ARTICLE IV. Term, Compensation, and Changes in Scope of Services

- 4.1 TERM AND TERMINATION TERM.** Services by HydroCorp under this Agreement shall commence on **April 1, 2024**, and end two- (2) years from such date unless this Agreement is renewed or terminated as provided herein. The terms of this Agreement shall be valid only upon the execution of this Agreement within ninety (90) days of its receipt. Failure to execute this Agreement within the ninety (90) day period shall deem the proposed terms void.
- 4.2 RENEWAL.** Upon the expiration of this two-year agreement, unless either party provides written notice of termination not less than 60 days prior to the expiration of the initial term (or any such renewal term) this agreement will automatically renew in (1) year term increments. Inflationary adjustments to each renewal term will be equal to the annual Consumer Price Index as measured in the Utilities local/regional area at the time of renewal or 4%, whichever is greater.
- 4.3 TERMINATION.** The Utility or HydroCorp may terminate this Agreement at any time and on any date in the initial and renewal terms of this Agreement, with or without any cause, by giving written notice of such intent to terminate to the other party at least thirty (30) days prior to the effective date of termination. Notice of the intent to terminate shall be given in writing by personal service, by an authorized agent, or by certified mail, return receipt requested. The Utility shall pay the balance of any outstanding accounts for work performed by HydroCorp.
- 4.4 BASE COMPENSATION.** The Utility shall pay HydroCorp as compensation ("Base Compensation") for labor, equipment, material, supplies, and utilities provided and the services performed pursuant to this Agreement, **\$1,175.00 per month, \$14,100.00 annually, for a two-year contract total of \$28,200.00.** Completed inspections shall consist of all initial inspections, re-inspections, and compliance inspections as defined in section 2.2.





**4.5 PAYMENT OF INVOICES.** Upon presentation of invoices by HydroCorp, all payments including base and other compensation shall be due and payable on the first day of each month (due date) after the month for which services have been rendered. All such payments shall be made no later than thirty (30) days after the due date. Failure to pay shall be deemed a default under this Agreement. For any payment to HydroCorp which is not made within thirty (30) calendar days after the due date, HydroCorp shall receive interest at one and one-half (1½) percent per month on the unpaid balance.

**4.6 CHANGES IN SCOPE OF SERVICES.** In the event that the Utility requests and HydroCorp consents to perform additional work or services involving the consulting, management, operation, maintenance, and repair of the Utility's water delivery system where such services or work exceeds or changes the Scope of Services contemplated under this Agreement, HydroCorp shall be provided additional compensation if the Parties amend the Agreement to include the additional services. HydroCorp shall not provide additional services until an amendment is executed by the Parties that describes the additional services and a mutually agreed upon equitable sum for additional compensation. This amount shall be added to the monthly sum effective at the time of change in scope. Changes in the Scope of Service include, but are not limited to, requests for additional service by the Utility or additional costs incurred in meeting new or changed government regulations or reporting requirements.

**4.7 CLIENT CONFIDENTIALITY.** Disclosure of all communications between HydroCorp and the Utility regarding business practices and other methods and forms of doing business is subject to the provisions of Michigan Freedom of Information Act. HydroCorp agrees to make available for inspection and copying all records in its possession created, produced, collected, or otherwise related to this Agreement to the same extent as if the records were maintained by the Utility. HydroCorp expressly acknowledges and agrees that certain records are exempt from disclosure under the Freedom of Information Act that may apply to copyrights, and other confidential records.

**4.8 ACCESSIBILITY.** Backflow prevention device information will be completed in full only when the identifying information (i.e. data plate, brass tag, etc.) is accessible and visible from ground level or from a fixed platform/mezzanine.

**4.9 CONFINED SPACES.** – HydroCorp personnel will not enter confined spaces.

#### **ARTICLE V. Risk Management and General Provisions**

**5.1 INFORMATION.** Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete to the best of their knowledge, yet due to the inaccessible nature of water piping or lack of access provided by property owner/water user, complete accurate data is not always available. Cross-connection control inspection and results are documented as of a specific date. The property owner and/or water user may make modifications to the potable water system after the inspection date that may impact compliance with the program.

**5.2 LIMITATION OF LIABILITY.** HydroCorp shall indemnify and hold the Utility harmless for any loss, damage, claim, or expense of any kind or nature caused directly or indirectly by the performance or non-performance of obligations pursuant to this Agreement shall be limited to general money damages in an amount not to exceed or within the limits of the insurance coverage provided hereunder. HydroCorp shall in no event be liable for indirect or consequential damages, including but not limited to, loss of profits, loss of revenue, or loss of facilities, based upon contract, negligence, or any other cause of action.



**5.3 HYDROCORP INSURANCE.** HydroCorp currently maintains the following insurance coverages and limits:

	<u>Occurrence</u>	<u>Aggregate</u>
Comprehensive General Liability	\$1 Million	\$2 Million
Excess Umbrella Liability	\$5 Million	\$5 Million
Automobile Liability (Combined Single Limit)	\$1 Million	
Worker's Compensation/ Employer's Liability	\$1 Million	
Errors and Omissions	\$2 Million	\$2 Million

Within thirty (30) calendar days of the start of the project, HydroCorp shall furnish the Utility with satisfactory proof of such insurance, and each policy will require a 30-day notice of cancellation to be given to the Utility while this Agreement is in effect. The Utility shall be named as an additional insured according to its interest under the general liability policy during the term of this Agreement.

**5.4 UTILITY INSURANCE.** The Utility will maintain liability insurance or self-insurance on an all-risk basis and including extended coverage for matters set forth in this Agreement.

**5.5 RELATIONSHIP.** The relationship of HydroCorp to the Utility is that of independent contractor and not one of employment. None of the employees or agents of HydroCorp shall be considered employees of the Utility. For the purposes of all state, local, and federal laws and regulations, the Utility shall exercise primary management, and operational and financial decision-making authority.

**5.6 ENTIRE AGREEMENT AMENDMENTS.** This Agreement contains the entire Agreement between the Utility and HydroCorp, and supersedes all prior or contemporaneous communications, representations, understandings, or agreements. This Agreement may be modified only by a written amendment signed by both parties.

**5.7 HEADINGS, ATTACHMENTS, AND EXHIBITS.** The heading contained in this Agreement is for reference only and shall not in any way affect the meaning or interpretation of this Agreement. The Attachments and Exhibits to this Agreement shall be construed as integral parts of this Agreement.

**5.8 WAIVER.** The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.

**5.9 ASSIGNMENT.** This Agreement shall not be assigned by either party without the prior written consent of the other unless such assignment shall be to the affiliate or successor of either party.

**5.10 FORCE MAJEURE.** A party's performance under this Agreement shall be excused if, and to the extent that, the party is unable to perform because of actions due to causes beyond its reasonable control such as, but not limited to, Acts of God, the acts of civil or military authority, loss of potable water sources, water system contamination, floods, quarantine restrictions, riot, strikes, commercial impossibility, fires, explosions, bombing, and all such interruptions of business, casualties, events, or circumstances reasonably beyond the control of the party obligated to perform, whether such other causes are related or unrelated, similar or dissimilar, to any of the foregoing. In the event of any such force majeure, the party unable to perform shall promptly notify the other party of the existence of such force majeure and shall be required to resume performance of its obligations under this Agreement upon the termination of the aforementioned force majeure.

**5.11 AUTHORITY TO CONTRACT.** Each party warrants and represents that it has authority to enter into this Agreement and to perform the obligations, including any payment obligations, under this Agreement.

**5.12 GOVERNING LAW AND VENUE.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, regardless of the fact that any of the parties hereto may be or may become a resident of a different state or jurisdiction. Any dispute between the parties, with both parties' consent, may



be settled by arbitration in accordance with the applicable rules of the American Arbitration Association. Any arbitration award or determination shall be final and binding and any court of competent jurisdiction may enter a judgment on such award which shall be enforceable in the same manner as any other judgment of such court. Any suit or action arising shall be filed in a court of competent jurisdiction within the State of Michigan, venue within Oakland County. The parties hereby consent to the personal jurisdiction of said court within the State of Michigan.

**5.13 COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.

**5.14 NOTICES.** All notices, requests, demands, payments and other communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally or sent by nationally recognized overnight carrier, or mailed by certified mail, postage prepaid, return receipt requested, as follows:

If to HydroCorp:

HydroCorp  
c/o Mark Martin  
5700 Crooks Road, Ste. 100  
Troy, MI 48337  
(248) 250-5005

If to Utility:

City of Farmington  
c/o Chuck Eudy  
33720 West Nine Mile Road  
Farmington, MI 48335  
(248) 473-7250

**5.15 SEVERABILITY.** Should any part of this Agreement for any reason, be declared invalid or void, such declaration will not affect the remaining portion, which will remain in full force and effect as if the Agreement has been executed with the invalid portion eliminated.

## SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

**City of Farmington**

\_\_\_\_\_  
By:  
Title:

**HydroCorp**



\_\_\_\_\_  
By: Paul M. Patterson



Its: Senior Vice President

---

## Appendix

### Specific Qualifications & Experience

**HydroCorp™** is a professional service organization that specializes in Cross Connection Control Programs. Cross Connection Control Program Management & Training is the main core and focus of our business. We are committed to providing water utilities and local communities with a cost-effective and professionally managed cross-connection control program in order to assist in protecting the public water supply.

- HydroCorp conducts over 70,000 Cross Connection Control Inspections **annually**.
- HydroCorp tracks and manages over 135,000+ backflow prevention assemblies for our Municipal client base.
- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.
- Our municipal inspection team is committed to providing outstanding customer service to the water users in each of the communities we serve. We teach and train customer service skills in addition to technical skills since our team members act as representatives of the community that we service.
- Our municipal inspection team has attended training classes and received certification from the following recognized Cross Connection Control Programs: UF TREEO, UW-Madison, and USC – Foundation for Cross Connection Control and Hydraulic Research, American Backflow Prevention Association (ABPA), American Society for Sanitary Engineering (ASSE). HydroCorp recognizes the importance of Professional Development and Learning. We invest heavily in internal and external training with our team members to ensure that each Field Service and Administrative team member has the skills and abilities to meet the needs of our clients.
- We have a trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely, and courteous manner. Our administrative staff can answer most technical calls related to the cross-connection control program and have attended basic cross-connection control training classes.
- HydroCorp currently serves over 370 communities in Michigan, Wisconsin, Maryland, Delaware, Virginia & Florida. We still have our first customer!
- HydroCorp and its' staff are active members in many water industry associations including: National Rural Water Association, State Rural Water Associations, National AWWA, State AWWA Groups, HydroCorp is committed to assisting these organizations by providing training classes, seminars, and assistance in the area of Cross Connection Control.
- Several Fortune 500 companies have relied on HydroCorp to provide Cross Connection Control Surveys, Program Management & Reporting to assist in meeting state/local regulations as well as internal company guidelines.



<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> April 15, 2024	<b>Item Number 7B</b>
<b>Submitted by:</b> Charles Eudy, Superintendent		
<b>Agenda Topic:</b> Emergency Sewer Repair Payment		
<b>Proposed Motion:</b> Move to approve payment to D’Angelo Brothers Incorporated located in Farmington Hills, MI in the amount of \$92,291.51 for the emergency sanitary sewer repair at 33700 Freedom Road.		
<b>Background:</b> <p>On March 8, 2024, while conducting routine sanitary sewer cleaning, Public Works crews encountered a significant amount of sand in the sanitary sewer located near Farmington Glen Swim Club and James Court. Crews removed over one cubic yard of sand from the 23-foot-deep sanitary manhole. After removing the sand, crews proceeded to CCTV the sanitary sewer. A broken pipe was located on the south side of the sanitary manhole located at the rear of 33705 Jame Court, on the Farmington Glenn property.</p> <p>Public Works contacted a sewer lining contractor to install a stint liner to repair the failed pipe. The estimated cost to install the stint liner was \$7,700. On March 11, 2024, while the contractor was preparing to install the liner, the remaining segments of pipe failed, causing the total pipe to collapse. The contractor was able to establish positive drainage by using the sewer jet cleaning equipment to open the blockage. The total collapse of the pipe eliminated the potential for the sewer to be lined.</p> <p>Due to the depth of the sanitary sewer (over 23 feet deep) and wet soil conditions, the Public Works Department informed the City Manager of the situation and the decision was made to contact D’Angelo Brothers Incorporated (D’BI) located at 30750 W. 8 Mile Road, Farmington Hills to repair the sanitary sewer main. D’BI is the pre-approved by the Oakland County Water Resource Commissioners office to conduct emergency and routine water main and sanitary sewer repairs.</p> <p>Public Works contacted D’Angelo Brothers Incorporated. Vince D’Angelo, Co-Owner was onsite within 20 minutes, mobilizing equipment, crews, and bypass pumping. Vince had equipment enroute even before Public Works was able to contact the Swim Club board and inform them of the situation.</p> <p>D’Angelo Brothers began excavation on March 13<sup>th</sup> and completed the repair on March 14<sup>th</sup>. Demobilization and clean-up extended into March 15<sup>th</sup>. The large excavator was not removed until a week later. Public Works crews have been reinstalling the six foot tall cyclone fence and associated swim club equipment that had to be relocated to facilitate the sewer repair. Seven mature juniper trees and one box elder tree was removed and have been replaced by our landscape contractor at an additional cost to the repair.</p>		
<b>Materials:</b> Invoice # 102724-01		



**Invoice # 102724-01**

**4/2/24**

30836 W 8 Mile.

Farmington Hills, MI 48336

TO: City of Farmington

ATTN: Chuck E.

**33700 Freedom Rd.  
Emergency Sanitary Sewer Repair**

DESCRIPTION OF WORK COMPLETED	Qty.	Unit	Hrs.	Rate	Total Per Line
<b>3/11 Arrive on Site. Assist set up of Bypass Pumping</b>					
Service Truck	2	HR	6	\$ 35.00	\$ 420.00
Labor, Foreman, Truck Drivers Regular Time	3	HR	6	\$ 48.00	\$ 864.00
					\$ 1,284.00
<b>3/13. Mobilize &amp; Excavate &amp; Set Trench Box</b>					
Mobilize Excavator 349, 938 & 289	3	EA	-	\$ 425.00	\$ 1,275.00
Service Trucks. F250, Peterbilt, F 350	3	HR	10	\$ 35.00	\$ 1,050.00
Excavator & Operator	1	HR	10	\$ 155.00	\$ 1,550.00
Front End Loader	1	HR	10	\$ 97.87	\$ 978.70
Skid Steer	1	HR	10	\$ 97.87	\$ 978.70
Labor, Foreman, Truck Drivers Regular Time	11	HR	8	\$ 48.00	\$ 4,224.00
Labor, Foreman, Truck Drivers Over Time	11	HR	2	\$ 58.00	\$ 1,276.00
Dump Truck Semi Regular Time	3	HR	8	\$ 90.00	\$ 2,160.00
Dump Truck Semi Over Time	3	HR	2	\$ 95.00	\$ 570.00
Generator	1	Day	1	\$ 100.00	\$ 100.00
Pump	2	Day	1	\$ 60.00	\$ 120.00
Trench Box	1	EA	1	\$ 750.00	\$ 750.00
Trench Plates	8	EA	1	\$ 300.00	\$ 2,400.00
					\$ 17,432.40
<b>3/14. Replace Sanitary Sewer Pipe</b>					
Service Trucks. F250, Peterbilt, F 350	3	HR	11	\$ 35.00	\$ 1,155.00
Excavator & Operator	1	HR	11	\$ 155.00	\$ 1,705.00
Front End Loader	1	HR	11	\$ 97.87	\$ 1,076.57
Skid Steer	1	HR	11	\$ 97.87	\$ 1,076.57
Labor, Foreman, Truck Drivers Regular Time	11	HR	8	\$ 48.00	\$ 4,224.00
Labor, Foreman, Truck Drivers Over Time	11	HR	3	\$ 58.00	\$ 1,914.00
Dump Truck Semi Regular Time	3	HR	8	\$ 90.00	\$ 2,160.00
Dump Truck Semi Over Time	3	HR	3	\$ 95.00	\$ 855.00
Generator	2	Day	1	\$ 100.00	\$ 200.00
Pump	3	Day	1	\$ 60.00	\$ 180.00
Trench Box	1	EA	1	\$ 750.00	\$ 750.00
Trench Plates	8	EA	1	\$ 300.00	\$ 2,400.00
					\$ 17,696.14

3/15. Cleaned Site, Pull Shoring & Finished Backfill

DeMobilize Excavator 349, 938 & 289	3	EA	-	\$	425.00	\$	1,275.00
Service Trucks. F250, Peterbilt, F 350	3	HR	10	\$	35.00	\$	1,050.00
Excavator & Operator	1	HR	10	\$	155.00	\$	1,550.00
Front End Loader	1	HR	10	\$	97.87	\$	978.70
Skid Steer	1	HR	10	\$	97.87	\$	978.70
Labor, Foreman, Truck Drivers Regular Time	8	HR	8	\$	48.00	\$	3,072.00
Labor, Foreman, Truck Drivers Over Time	8	HR	2	\$	58.00	\$	928.00
Dump Truck Semi Regular Time	3	HR	8	\$	90.00	\$	2,160.00
Dump Truck Semi Over Time	3	HR	2	\$	95.00	\$	570.00
Generator	2	Day	1	\$	100.00	\$	200.00
Pump	3	Day	1	\$	60.00	\$	180.00
Trench Box	1	EA	1	\$	750.00	\$	750.00
Trench Plates	8	EA	1	\$	300.00	\$	2,400.00
						\$	16,092.40

Materials

2" Unions	2	EA	1	\$	173.59	\$	347.18
2" Copper	22	LF	1	\$	39.22	\$	862.84
Hydrolic Concrete, Misc Materials, Pipe & Ferncos	1	LS	1	\$	2,000.00	\$	2,000.00
Tree Cutting	1	LSx10%	-	\$	9,000.00	\$	9,900.00
ByPass Pumping	1	LSx10%	-	\$	9,292.14	\$	10,221.35
6A Stone	40	Ton	-	\$	33.56	\$	1,342.40
Class II Sand	355	Ton	-	\$	19.56	\$	6,943.80
Haul Off (Some spoils was doubled handled and dropped at our shop due to spoils being too wet to dump)	525	Ton	-	\$	15.56	\$	8,169.00
						\$	39,786.57
<b>TOTAL</b>						<b>\$</b>	<b>92,291.51</b>

Vince D'Angelo (248) 515-1942

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> April 15, 2024	<b>Item Number 7C</b>
<b>Submitted by:</b> Charles Eudy, Superintendent		
<b>Agenda Topic:</b> Cass Avenue Decertification		
<b>Proposed Motion:</b> Move to approve the Cass Avenue decertification resolution and provide Michigan Department of Transportation (MDOT) the required documentation for the decertification.		
<b>Background:</b> <p>MDOT contacted the Department of Public Works Street Administrator in March of 2024 questioning if a 165-foot-long segment of Cass Avenue existed as it appears on the current MDOT Act 51 map.</p> <p>That segment of Cass Avenue (or actually an alleyway between Grand River Avenue and Oakland Avenue) was incorporated into Women’s Park in 1972, and a former City Council approved the alleyway to be vacated in 1962. A former Public Works Streets Administrator failed to provide the update to MDOT to coordinate the revised Act 51 map and corresponding road funding.</p> <p>MDOT requires the Act 51 street milage certification to be completed by April 17, 2024 and has made the street deletion to the Act 51 map and local street mileage pending receiving the required decertification documentation. The decertification of this segment of Cass Avenue will result in a minor reduction of street funding from MDOT.</p>		
<b>Materials:</b> Resolution to Decertify Cass Street Between Grand River Ave and Oakland Ave Plat Map Form Check List Instructions Centerline description Additions and Deletions to City or Village Local Street System		



**CITY OF FARMINGTON**

**OAKLAND COUNTY, MICHIGAN**

**RESOLUTION TO REMOVE ROADWAY FOR ACT 51 MAP PURPOSES**

**(CASS AVENUE, BETWEEN GRAND RIVER AND OAKLAND)**

At a meeting of the City Council of the City of Farmington, Oakland County, Michigan, held on the \_\_\_\_ day of \_\_\_\_\_, 2024, at the City Hall, 23600 Liberty Street, Farmington, Michigan 48335.

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

**WHEREAS**, a short stretch of roadway identified as Cass Avenue between Grand River and Oakland Avenue currently appears on the City’s Act 51 Map; and

**WHEREAS**, the roadway (or actually alleyway as platted in Assessor’s Plat No. 7) was incorporated into Women’s Park in 1972, and is currently not improved as a road or alley; and

**WHEREAS**, it appears that the roadway/alley has actually been vacated by previous action of the City Council effective May 7, 1962 (see attached plat map); and

**WHEREAS**, it is appropriate to remove this section of Cass Avenue from the City’s Act 51 Map.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Farmington does hereby decertify and remove the portion of Cass Avenue in Assessor’s Plat No. 7, between Grand River Avenue and Oakland Avenue, only, from the City of Farmington’s Act 51 Map. A copy of this Resolution shall be sent to the Michigan Department of Transportation (MDOT).

STATE OF MICHIGAN            )  
  )ss  
COUNTY OF OAKLAND    )

I, MEAGHAN BACHMAN, the duly-qualified Clerk of the City of Farmington, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Farmington at a duly-called meeting held on \_\_\_\_ day of \_\_\_\_\_, 2024, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed by official signature this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
MEAGHAN BACHMAN  
Clerk, City of Farmington

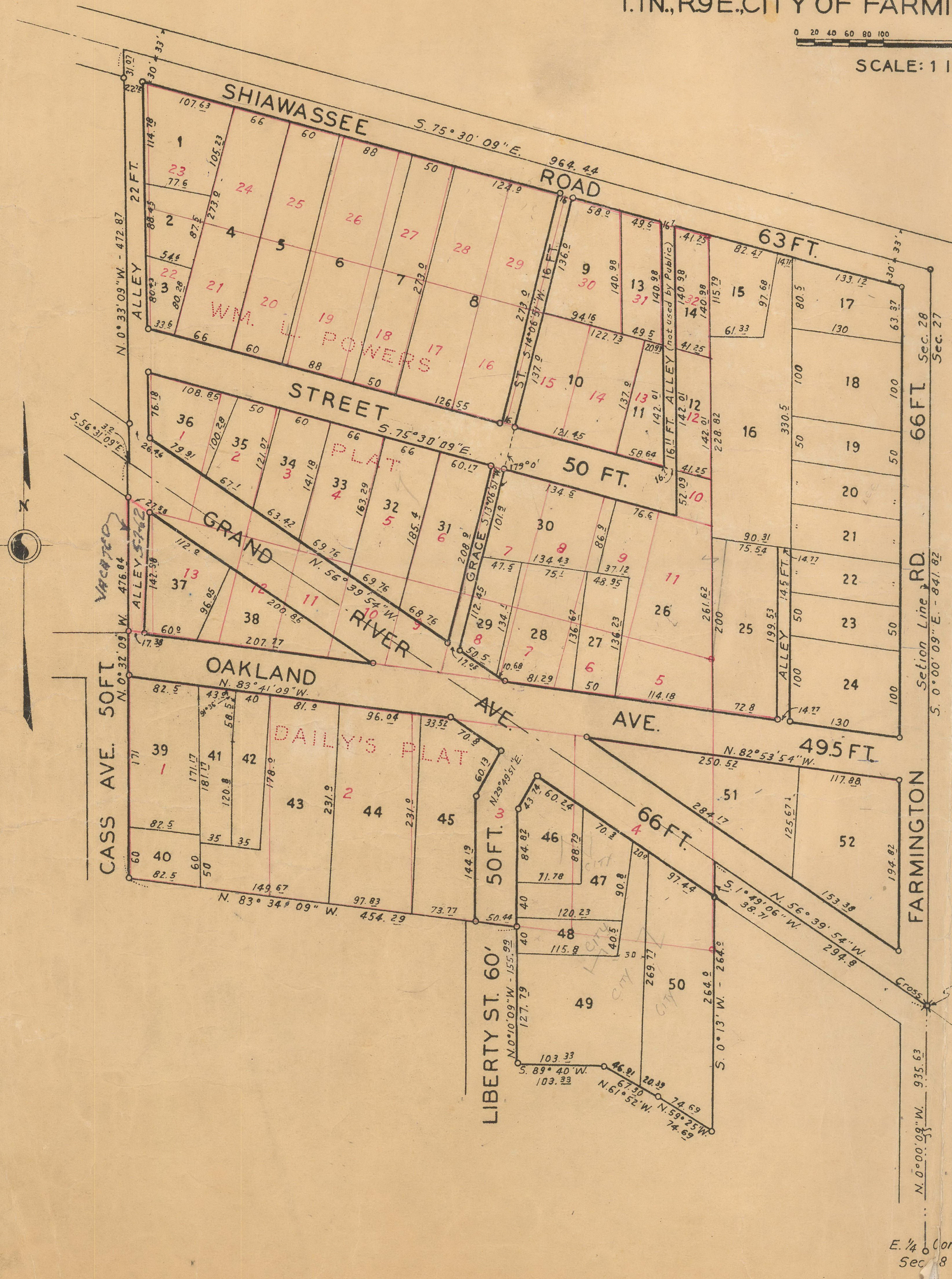
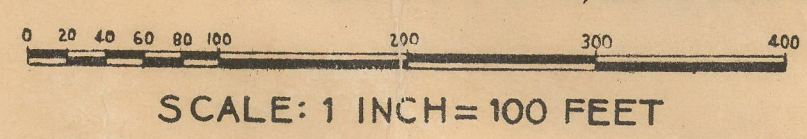
Examined and Approved  
*G. Hartman*  
 June 14, 1935  
 Deputy Auditor General

# "ASSESSOR'S PLAT NO. 7"

BEING A PART OF THE N.E. 1/4 OF SECTION 28 AND REPLAT  
 OF WILLIAM L. POWER'S PLAT AND DAILY'S PLAT  
 T.1N., R.9E., CITY OF FARMINGTON, OAKLAND CO., MICH.

COPY  
 Register's Office  
 Oakland County, Mich.  
 Plat of *Assessor's Plat No. 7*  
 City of Farmington  
 was recorded this *19* day of *June* A.D. 1935, at *10* o'clock  
 A.M. in Liber *54* of *Plat*  
 Page *11*  
*Murray D. Van Hagon*

HEREBY CERTIFY THAT THIS COPY IS  
 A TRUE COPY OF THE MAP OR PLAT  
 FORWARDED TO THE REGISTER OF DEEDS  
 FOR RECORDING  
*G. Hartman*  
 DEPUTY AUDITOR GENERAL  
 FILED IN AUDITOR GENERAL'S DEPT  
*June 20, 1935*  
*G. Hartman*  
 DEPUTY AUDITOR GENERAL



### DEDICATION

KNOW ALL MEN BY THESE PRESENTS, That I, James L. Hogle, Assessor of the City of Farmington, Oakland County, Mich., by virtue of authority vested in me by Section 51, Act 172 P.A. of 1929, having been duly authorized by the City Commission of the City of Farmington, have caused the land described in the annexed plat to be surveyed, laid out, and platted, to be known as, "ASSESSOR'S PLAT No. 7, Being a part of the N.E. 1/4 of Section 28, and Replat of William L. Power's Plat and Daily's Plat," T.1N. R.9E., City of Farmington, Oakland Co., Mich., and that the Roads, Streets, Avenues, and Alleys as shown on said plat are now being used for public purposes, except where otherwise indicated.

Witnesses:  
*Howard M. Warner*  
*R. F. Sildensiecker*

*James L. Hogle*  
 Assessor of the City of Farmington.

### ACKNOWLEDGEMENT

STATE OF MICHIGAN }  
 COUNTY OF OAKLAND } ss.

On this *27th* day of *May* A.D. 1935, before me, a Notary Public in and for said County, personally came the above named, James L. Hogle, Assessor of the City of Farmington, known to me to be the person who executed the above dedication and acknowledged the same to be his free act and deed as such Assessor.

*Arvane Zipper*  
 Notary Public, Oakland Co., Mich.  
 My commission expires: *June 19-1938*

### SURVEYORS CERTIFICATE

I hereby certify that the plat hereon delineated is a correct one, and that permanent metal monuments of not less than one inch in diameter and fifteen inches in length set in a concrete base at least four inches in diameter and forty-eight inches in depth have been placed at points marked thus o as thereon shown, at angles in the boundaries of the plat and at street intersections as shown on said plat.

by *M. S. McAlpine*  
 Mc Alpine - Starr Inc.  
 Engineers - Surveyors  
 Registered Surveyor

### CERTIFICATE OF MUNICIPAL APPROVAL

This plat was approved by the City Commission of the City of Farmington, Oakland County, Mich., at a meeting held this *27th* day of *May* 1935.

*N. H. Power*  
 City Clerk.

### DESCRIPTION

Part of the N.E. 1/4 of Section 28, T.1N. R.9E., City of Farmington, Oakland Co., Mich., described as beginning at a point in the E. line of said section, distant N. 0° 00' 09" W. on Section line 935.63 ft. from E. 1/4 corner of said Section, thence N. 56° 39' 54" W. along centerline of Grand River Ave. 294.8 ft., thence S. 0° 13' W. 264.0 ft., thence N. 59° 25' W. 74.65 ft., thence N. 61° 52' W. 67.3 ft., thence S. 89° 40' W. 103.33 ft. to E. line of Liberty St, thence N. 0° 10' 09" W. along said E. line 155.99 ft., thence N. 83° 34' 09" W. 454.29 ft. to E. line of Cass Ave., thence N. 0° 32' 09" W. 476.84 ft. to centerline of Grand River Ave, thence S. 56° 31' 09" E. along said centerline 3.2 ft., thence N. 0° 33' 09" W. 472.87 ft. to centerline of Shiawassee Road, thence S. 75° 30' 09" E. along said centerline 964.44 ft. to E. line of said section, thence S. 0° 00' 09" E. along section line 841.82 ft. to beginning.

Examined and Approved

*Murray D. Van Hagon*  
 State Highway Commissioner

Approved by the Board of County  
 of Oakland County, Michigan, this  
 day of *May* 1935.  
*Calvin*

E. 1/4 Cor  
 Sec. 28

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### Instructions:

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Requirements for Additions & Deletions to City or Village Local Street System.....	5
Optional Electronic Submittal .....	6
Jurisdictional Transfers.....	6
Request for Change in the Major Street System.....	7

### Appendix:

- Sample Resolution for Street Addition.....	9
- Sample Resolution for Street Decertification/Vacation.....	10
- Michigan Department of State Information Sheet.....	11-12
- Form 2008B; Adds & Deletes to City/Village Local Street System.....	13
- Form 2008A; Request for Change in the Major Street System.....	14

## FORM CHECK LIST

### If no changes to the city/village road mileages are being requested:

#### RETURN:

\_\_\_\_\_ Act 51 Street System Map signed and dated by Street Administrator

### If requesting changes to the city/village mileages:

#### RETURN:

\_\_\_\_\_ Act 51 Street System Map signed and dated by Street Administrator

\_\_\_\_\_ Form 2008B: Additions and Deletions to City or Village Local Street System

\_\_\_\_\_ Form 2008A: Request for Change in the Major Street System (only if requesting a reclassification)

\_\_\_\_\_ Resolution submitted by the governing body

\_\_\_\_\_ Center line description of requested street(s), plat, or construction plans

## STREET SYSTEM MAP

It is required to return the Act 51 Street System map signed and dated by the street administrator by April 17, 2024. Edit the map to show the following:

### A. Certification/Addition of Streets

Streets may be added/certified to a city/village street system only when they are; under jurisdiction of the municipality, accepted into the city/village street system, for public street purposes and open 24/7 to automobile traffic on or before December 31, 2023, and accompanied by an on the ground centerline measurement of said street(s). All resolution requirements are listed on page 5. Any new street, local or major, **must** be accompanied with a resolution signed by the governing body. **All streets added must be contained within or along corporate limits.** Alleys, private roads and any form of restricted road, is not permitted to be certified. List requested changes on form 2008B: Additions and Deletions to City or Village Local Street System, page 13. For the required resolution documentation refer to page 5 and for a sample resolution refer to page 9. Local streets to be added need to be drawn on the map and highlighted in yellow. Major street to be added or requested for reclassification to major, should be highlighted in green. For major street requirements refer to page 6. The current certified mileage totals can be found in the block marked APPROVED on the Act 51 map. Any disagreement of the current certified mileage total, differences must be supported by a street inventory.

### B. Decertification/Vacation of Streets

Decertification/Vacation must be made of any streets which are no longer open to automobile traffic, have been abandoned, privatized, vacated, or not under the legal jurisdiction of the municipality. Show all changes for local streets on form 2008B: Additions and Deletions to City or Village Local Street System, page 13, or for major streets on form 2008A: Request for Change in the Major Street System, page 14. For the required documentation refer to page 5. Please use red to cross out streets to be decertified. Decertification/vacation of local and major streets **must** have a resolution signed by the governing body; see sample resolution for decertification/vacation on page 10.

### C. Corporate Limits

All annexations must be filed with the Secretary of State. See the Michigan Department of State Information Sheet on pages 11-12 for the appropriate documentation that must be submitted. Show any changes in your corporate limits directly on your map and accompanied by a copy of the approval letter from the Office of the Great Seal acknowledging the annexation or relinquishment of territory.

### D. Street Names

Please review the map and note any street name changes on it. Indicate a name change at a village, city, township, or county boundary. Any significant street name changes must be supported by a resolution. The source of the street name change must be the local road naming authority. If you are not the designated authority, please work with that individual or entity when editing the maps and reconciling these name differences.

There may be more than one recognized name for a street. If the United States Postal Service (USPS) is using a name that is different from the official name, you may add it to the map with "(USPS)" in parenthesis after the name. Postmasters are directed by the USPS to work with local naming authorities to resolve road name differences. Please cross check road names with the Postmaster, if at all possible.

### F. Signature

The red certification stamp on the map **must be signed and dated** by the Street Administrator and returned to the address located on the first page of the instruction booklet by **April 17, 2024**.

CENTERLINE OF CASS STREET (22 FT. WIDE)

A centerline of road being situated in the NE 1/4 of Section 28, Town 1 North, Range 9 East, City of Farmington, Oakland County, Michigan, described as follows:

Commencing at the East 1/4 corner of said Section 28; thence N 02°49'26" W 935.63 feet along the East line of said Section 28 and the centerline of Farmington Road (66 ft. wide) to a point on the centerline of Grand River Avenue (66 ft. wide); thence along said centerline N 59°29'11" W 1102.12 feet; thence S 03°21'26" E 39.75 feet to a point on the centerline of Cass Street (22 ft. wide), also being the Point of Beginning; thence along said centerline S 03°21'26" E 149.66 feet to the Point of Ending.



<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> April 15, 2024	<b>Item Number 7D</b>
<b>Submitted by:</b> Charles Eudy, Superintendent		
<b>Agenda Topic:</b> Consideration of Resolution to Accept Oakland County West Nile Grant		
<b>Proposed Motion:</b> Move to adopt resolution authorizing the City Administration to submit a reimbursement request to Oakland County in the amount of \$1,443.82 under the West Nile Fund program.		
<b>Background:</b> <p>Beginning in 2003, Oakland County has provided funding to local units of government to address concerns related to the West Nile Virus. This year, the City will receive \$1,443.82 based on actual expenses.</p> <p>City staff has received approval from Oakland County to purchase briquettes that would be placed in catch basins throughout the City. Standing water in catch basins is a primary breeding ground for mosquitoes. These briquettes would kill the mosquito larvae in the catch basin. This is considered one of the most cost-effective measures to address the problem of mosquitoes.</p> <p>To receive funding reimbursement for the purchase of the briquettes, it is necessary for the City Council to adopt a resolution authorizing the City Manager to submit a reimbursement under the West Nile Virus Fund program. Enclosed is a resolution for the City Council to authorize the reimbursement request.</p>		
<b>Materials:</b> Resolution Appropriation letter Material quote for Altosid XR Ingot Slim Project Plan		

**RESOLUTION NO. 05-23-XXX**

**STATE OF MICHIGAN**

**COUNTY OF OAKLAND**

**CITY OF FARMINGTON**

**A RESOLUTION OF THE FARMINGTON CITY COUNCIL AUTHORIZING THE CITY MANAGER TO SUBMIT AN EXPENSE REIMBURSEMENT REQUEST UNDER OAKLAND COUNTY'S WEST NILE VIRUS FUND PROGRAM.**

WHEREAS, upon the recommendation of the Oakland County Executive, the Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages, and townships in addressing mosquito control activities; and

WHEREAS, Oakland County's West Nile Virus Fund Program authorizes Oakland County cities, villages, and townships to apply for reimbursement of eligible expenses incurred in connection with personal mosquito protection measures/activity, mosquito habitat eradication, mosquito larviciding or focus adult mosquito insecticide spraying in designated community green areas; and

WHEREAS, the City of Farmington submitted a plan to place briquettes in catch basins throughout the City to kill the mosquito larvae in the catch basin; and

WHEREAS, the plan was approved by the Oakland County Health Department; and

WHEREAS, the City of Farmington has incurred expenses in connection with mosquito control activities believed to be eligible for reimbursement under Oakland County's West Nile Virus Fund Program.

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council authorizes and directs its City Manager, David M. Murphy, as agent for the City of Farmington, to request reimbursement in the amount of \$1,443.82 for mosquito control activity in the manner and to the extent provided under Oakland County West Nile Virus Fund Program.

**RESULT:**

**MOVER:**

**SECONDER:**

**AYES:**



I, Mary J. Mullison, duly authorized City Clerk for the City of Farmington do hereby certify that the foregoing is a true and correct copy of a motion adopted by the Farmington City Council at a regular meeting held on Monday, May 15, 2023, in the City of Farmington, Oakland County, Michigan.

---

Mary J. Mullison, City Clerk



OAKLAND COUNTY EXECUTIVE DAVID COULTER

HEALTH DIVISION

**Calandra Green, Health Officer**  
(248) 858-1280 | [health@oakgov.com](mailto:health@oakgov.com)

March 20, 2023

Dear Oakland County Municipality,

The 2023 West Nile Virus (WNV) Prevention Reimbursement amount for the City of Farmington is \$1,443.82.

Requirements for reimbursement are as follows:

- Project Plan due **May 1, 2023**
- Resolution due **June 9, 2023**
- Invoices and Proof of Payment due **August 11, 2023**

Specifics regarding these requirements will be covered during the training event on March 23<sup>rd</sup>, and any further questions can be answered by Genessa Doolittle at [doolittleg@oakgov.com](mailto:doolittleg@oakgov.com) or by phone at 248-496-4590.

Sincerely,

OAKLAND COUNTY HEALTH DIVISION  
Department of Health and Human Services

Calandra Green, RN, ED. D  
Health Officer



675 Sidwell Ct  
 St Charles, IL 60174  
 U.S.A.  
 www.clarke.com  
 TOLL-FREE: 800-323-5727

PH: 630-894-2000  
 FAX: 630-443-3070  
 EMAIL: [customercare@clarke.com](mailto:customercare@clarke.com)

**QUOTATION**

B City of Farmington DPW (005169)  
 I Chuck Eudy  
 L 33720 W 9 Mile Rd  
 L  
 Farmington, MI 48335-4708  
 T 248-473-7250  
 O 248-473-7279

S City of Farmington DPW  
 H Chuck Eudy  
 I 33720 W 9 Mile Rd  
 P  
 Farmington, MI 48335-4708  
 T 248-473-7250  
 O 248-473-7279

Quotation #	Quote Date	Salesperson	Written by	Valid to
0002030294	03/20/23	Chris Novak	Angie Gaul	05/31/23

Delivery Method	Terms
United Parcel Post	Net 30 Days

Item #	Item Description	Qty Ordered	Unit Price	Extended Price
11010IS	ALTOSID XR INGOT SLIM	2 cs	818.4000/cs	1,636.80
			<b>Order Total</b>	1,636.80
			<b>Total</b>	1,636.80

\* For your convenience we also accept Visa and MasterCard

Clarke will charge applicable sales taxes unless a valid exemption certificate is Emailed to: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or faxed to: 630-672-7439

\* A 15% restocking fee plus freight costs may be assessed to any returned items.  
 Items must be returned within 120 days of shipment and in an acceptable condition.

## 2023 West Nile Virus Prevention Reimbursement Program Project Plan

Municipality: City of Farmington

Contact Name: Joshua Leach

Contact Phone: 248-473-7250

Contact Email: Jleach@farmgov.com

### Previous Year Product Inventory:

(Include product name, quantity, and expiration date)

N/A

### Previous Year Product Inventory Distribution Plan, if applicable:

N/A

2023 Project Plan: ***\*\*Must attach product quotes\*\**** (Include product name and type)

Use Altosid XR Ingot briquets in catch basins

\*\*\*see quote\*\*\*

### 2023 Project Distribution Plan:

This year's plan is to have DPW personnel distribute the larvicide  
briquets in catch basins throughout the city.

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: April 15, 2024</b>	<b>Informational</b>
<b>Submitted by:</b> Melissa Andrade, Assistant to the City Manager		
<b>Agenda Topic:</b> Minutes from City's Boards and Commissions		
<p> CIA: April meeting canceled  DDA: March 2024  Historical: March meeting canceled  Parking: January 2024  Pathways: March 2024  Planning: April Meeting canceled  ZBA: April meeting canceled  Library: March 2024  Commission on Aging: February 2024  Farmington/Farmington Hills Arts Commission: April meeting canceled  Commission on Children, Youth and Families: March (draft)  Emergency Preparedness Committee: No April meeting (meets every other month)  Bicentennial Committee: March 2024 </p>		



7:30AM Wednesday, March 6, 2024  
Small Meeting Room  
The Hawk Community Center  
29995 W. 12 Mile Road  
Farmington Hills, MI 48336

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**The Meeting was called to order by Todd Craft at 7:32am.**

**Present:** Todd Craft, Shawn Kavanagh, Linda Deskins, Donovan Singleton, Tom Pascaris, Johnna Balk, Claire Perko

**Absent:** James McLaughlan

**Others Present:** Kate Knight, Jess Westendorf, Beth Saarela

#### **Approval of Consent Agenda**

a. **Minutes: February 7, 2024 Regular Meeting**

b. **Minutes: January 26, 2024 DDA Design Committee**

Motion by Pascaris, second Singleton by to approve the items on the consent agenda. Motion passes unanimously.

#### **Approval of Regular Agenda**

Motion by Deskins, second Pascaris by to approve the items on the regular agenda. Motion passes unanimously.

#### **Public Comment**

Opened and closed by Craft at 7:34am.

#### **Election of 2023 Officers**

Pascaris nominate Craft, second by Singleton

Craft accepts nominations.

Motion passes unanimously.

Craft nominates Singleton, second by Deskins

Singleton accepts nomination.

Motion passes unanimously.

Craft nominates Deskins, second by Singleton

Deskins accepts nominations.

Motion passes unanimously.

#### **Committee Chairs**

Design: Claire Perko

Promotions: Shawn Kavanagh

Organization: Linda Deskins

Business Development: Donovan Singleton

Public Art: Claire Perko

The board will elect a Parking Liaison for the City Parking Committee in June.

#### **Financial Update**

Overview by Knight.

## Executive Director Report

### **Consideration to Approve DDA TIF Agreement and Interlocal Agreement Hillside Townes**

This is our time to authorize an agreement to incentivize development for Hillside Townes development.

Overview by Beth Saarela. When the developers begin making improvements for the project, TIF capture will first go to pay back this agreement, then after that, they will be able to get reimbursement for the Brownfield plan. This is a set of rules for how the TIF development agreement will work. The following agreement is what is required under the Brownfield repayment plan. Estimating a May closing.

### **Motion by Singelton, Seconded by Perko that the DDA and Robertson Hillside Townes, LLC, enter into the Maxfield Training Center Redevelopment Project – Hillside Townes And Associated Parcels Tax Increment Finance Assistance Development Agreement, with the following conditions:**

1. The FDDA has considered pursuant to its TIF Assistance Program criteria, and approved to utilize 82.5% of the FDDA tax increment revenues (85% of the tax increment revenues minus a 2.5% annual administrative fee) generated from the Property to apply first to a Five Thousand Dollar (\$5,000.00) per year DDA implementation fee for each of the 2024, 2025 and 2026 calendar years and then to reimburse Owner for Reimbursable Activities.
2. FDDA has no obligation to reimburse expenses or costs for any activities other than Reimbursable Activities and interest thereon as provided herein, and said payments shall not exceed One Million Four Hundred Eighty-Five Thousand Five Hundred Forty-Nine Dollars (\$1,485,549.00).
3. The DDA Director and attorney are authorized to work with the FBRA and others as needed to finalize the terms of the Maxfield Training Center Redevelopment Project – Hillside Townes and Associated Parcels Tax Increment Finance Assistance Development Agreement consistent with this motion and obtain all necessary signatures including review and approval of all additional exhibits.
4. Approval is subject to closing of the sale of the MTC Property from the City to Robertson Hillside Townes, LLC and the terms of the Planned Unit Development Agreement for Hillside Townes.

**Motion passes unanimously via roll call.**

**Ayes: 7, Balk, Deskins, Craft, Singleton, Kavanagh, Pascaris, Perko.**

**Nays: 0**

**Absent: 1, McLaughlan**

### **Motion by Singleton, Seconded by Pascaris that the DDA and the Farmington Brownfield Redevelopment Authority enter into an Interlocal Agreement to use tax increment revenues for the Maxfield Training Center Redevelopment Project – Hillside Townes And Associated Parcels, as described in the Brownfield Plan, with the following conditions:**

1. DDA to transfer approximately eighty-five percent (85%) of the FDDA tax increment revenues generated from the Property to the FBRA to reimburse Eligible Activities and other reimbursable costs identified in the Plan.
2. The FDDA Property Capture to be transferred to the Brownfield Authority pursuant to this Interlocal Agreement for reimbursement of Eligible Activities shall not exceed \$2,959,497 and will commence upon completion of the payments of the not-to–

exceed amount of \$1,485,549.00 of TIF Capture under the Maxfield Training Center Redevelopment Project – Hillside Townes And Associated Parcels Tax Increment Finance Assistance Development Agreement.

3. The DDA Director and attorney are authorized to work with the FBRA and others as needed to finalize the terms of the Interlocal Agreement consistent with this motion and obtain all necessary signatures.

4. Approval is subject to closing of the sale of the MTC Property from the City to Robertson Hillside Townes, LLC, the terms of the Planned Unit Development Agreement for Hillside Townes, the approval and signature of the Reimbursement Agreement for Hillside Townes, and the terms and conditions of the Brownfield Redevelopment Plan for Hillside Townes.

**Motion passes unanimously via roll call.**

**Ayes: 6, Deskins, Craft, Singleton, Kavanagh, Pascaris, Perko.**

**Nays: 0**

**Absent: 2, McLaughlan, Balk**

### **Committee Updates:**

**a. Promotions Committee**

Toast to March promotion happening now, launching into Ladies Night Out and regular calendar of events, and soon to launch Patronicity campaign for Masons Corner. Stay tuned to boost the signal and leave positive comments.

**b. Organization Committee**

Final review notes regarding Main Street Evaluation are coming soon.

**c. Business Development Committee**

Update by Singleton on informal business-driven West Farmington campaign launch

**d. Design Committee**

Update by Perko. Reviewed new hanging sign for Jill's Pharmacy. Formal review of seating on back patio for Farmington Brew. Working on new agreement and easement for Mason's Corner (an additional 723 square feet outside of existing easement)

**e. Public Art Committee**

Hosted Heart the Art event on 2/10. A great community engagement opportunity and a couple thousand in profit for public art. We are in discussion for 2025 and going forward if it's worth staff time to execute, which will depend on what projects are in the plan for future. It was a lovely event and fantastic way to engage with our dedicated art fans.

### **Other Business**

New merchant Facebook has been created by two new Downtown Farmington merchants. MSOC Summit on 3/19. We will send talking points for those board members that plan to attend. County Executive and board of commissioners will be there for us to advocate with.

### **Board Comment**

Craft: Thank you for showing up and you are appreciated.

## **12. Adjournment**

**Motion to adjourn Singleton, seconded by Pascaris. Motion passes unanimously.**

*Dates of Interest:*

*March 6, 2024 Greater Farmington Area Chamber of Commerce, 9:00am, The Hawk*

*March 19, 2024 Main Street Oakland County Summit with County Executive and Commissioners 8:30am*

*April 3, 2024 DDA Regular Board Meeting, 8:00am*

*April 21, 2024 Ladies Night Out, Spring Edition, 5:00pm-9:00pm*





**Parking Advisory Committee Meeting  
7:00 p.m., Wednesday, January 17, 2024  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335**

---

**DRAFT**  
**PARKING ADVISORY COMMITTEE MINUTES**  
**January 17, 2024**

**Time:** Meeting was called to order at 7:09pm

**Present:** Crutcher, Houhanisin, Mantey, McAvoy, Murphy, Parkins

**Absent:** Singleton

**Approval of Agenda**

- Motion by Crutcher. Seconded by Parkins to approve the agenda
- Motion carries unanimously

**Amend and approve August 2023 Parking Advisory Committee Minutes**

- Minutes were amended by Crutcher to resolve discrepancies
- Motion to approve by McAvoy. Seconded by Parkins to approve the amended minutes
- Motion carries unanimously

**Public Comment**

- No public comment

**Election of Officers**

- Due to Singleton not being present, election of officers will be tabled until the March 2024 meeting
- Motion to table by McAvoy. Seconded by Crutcher. Motion carries unanimously

**Public Safety Update (Nov, Dec 2023)**

- November
  - Total violations: 22
  - Total warnings issued: 38
  - Repeat Offenders: 3
- December
  - Total violations: 28
  - Total warnings issued: 24
  - Repeat Offenders: 4

## **Timed Parking at Dinan Park (Discussion brought back up from Nov 2023 meeting)**

- Reviewed DDA request and discussion from Nov 2023 meeting
  - This agreement could not be verified in the meeting
- Discussed the 30 minute time requested by the DDA, as well as possibly making it a 3 hour time limit to be in line with the North and South lot timing
  - If these spots are to be 3 hour timed, should the whole lot (West Lot) be 3 hour timed?
    - With Heights opening soon, timed parking in lot will likely need to be addressed
- There may have been an agreement with the building owner to make these spaces timed
- Motion to table this discussion until someone from the DDA can join a parking committee meeting by Crutcher. Seconded by McAvoy
  - Motion to table made because the committee feels it needs more information and clarification to give a proper recommendation
- Motion to table this discussion carries unanimously

## **Discussion of 2024 Goals**

- Reviewed the committee's goals from 2023
- Mantey gave assignment for all committee members to come to March 2024 meeting with a goal in mind
- Carry over goal from Taylor's 2023 goal – Improve signage pointing to untimed parking

## **The Value of Parking (McAvoy)**

- McAvoy read a passage regarding required parking for buildings in downtown areas

## **Committee Comments**

- McAvoy
  - Review Capital Improvement Program requests from the November meeting
    - Update the Walker Parking Study after Maxwell Training Center project is complete (2025-2026 range)
    - Put money aside for land acquisition in downtown Farmington for parking
- Mantey
  - Welcome Kevin Parkins to the committee

## **Next Meeting**

- The Next meeting will be held on March 20, 2024

## **Adjournment**

- Motion to adjourn by Crutcher. Seconded by Parkins to adjourn the meeting
- Motion carries unanimously
- Meeting was adjourned at 8:15pm

## **End of Meeting Minutes**



## FARMINGTON PATHWAYS COMMITTEE

7:00 p.m.

AGENDA

MARCH 13, 2024

---

1. CALL TO ORDER 7:03

2. ROLL CALL

Present: Tim Prince, Maria Taylor, Chris Weber, Bill Gessaman, Joe VanDerZanden, Kevin Christiansen, Sue Lover, Heather Davies, Jamie Palmisano

Absent: None

3. APPROVAL OF AGENDA

Motion to approve by Bill and supported by Sue, approved unanimously.

4. APPROVAL OF MINUTES

a. MEETING MINUTES, FEBRUARY 14, 2024

Motion to approve by Sue and supported by Maria, approved unanimously.

5. INTRODUCTION OF NEW MEMBERS

Committee members introduced themselves, sharing the neighborhood where they live and projects and focused that most interest them.

6. OLD BUSINESS

a. Review of annual presentation to City Council

-Tim gave a brief summary of the presentation he gave to City Council last month to orient the new committee members.

Discussion moved on to discussing these related issues:

-Transportation Improvement Association of Michigan (TIA) is currently conducting traffic study of the speed of traffic on Grand River.

-Maria shared that she was in Lansing earlier in the day and saw progress looking like the change in the law of how speed limits are changed is likely to pass.

-Discussed projects to add crosswalks on Grand River and possibility of trying to add more than currently seeking, compared to Howell and their recently added crosswalks on Grand River.

-Heather suggested the possibility of exploring health equity funding for projects to develop and improve walkability and connectivity for the disabled.

b. 9 MILE PATHWAY UPDATE

Chris – Reported that Northville, Novi, and Lyon Township showed interest in joining and now the project is expanding to include those communities.

-Task force is still working on writing a memorandum of understanding to move forward with the project and budgeting for branding/logo and media coverage/advertising.

-Next meeting not yet scheduled.

- Joe asked if there was any plans for bathrooms on the 9 mile pathway, suggested it should be looked at as well as porta johns in the winter when

bathrooms closed. Asked about Farmington adding porta johns in the winter outside restroom facilities in parks to accommodate residents using the parks in the winter. Kevin suggested looking into adding this to the Parks and Recreation Master Plan if try to seek this.

- c. BIKE PARK, PUMP TRACKS, AND SKATE PARK IDEAS FROM AMERICAN RAMP COMPANY UPDATE– <https://americanrampcompany.com>  
Chris – asked everyone to look at the website and products for next meeting when reps will join the meeting. Consider possibilities, thoughts of aiming at something teens could use specifically rather than children or adults.  
- Discussed surveying the community about interest for a bike park like this company provides versus a more rustic path or other feature for space in Shiawassee Park.
- d. RAPIDLY FLASHING BEACONS ON FARMINGTON ROAD AND GRAND RIVER  
Chris shared that city budget is looking at funding for 2 flashing beacons following multiple community questions/emails about returning the RFB to the Farmington Rd. crossing by CVS.  
Maria suggested Pathways Committee send recommendation to the city manager for usage of existing and possible additional RFB locations. Committee recommending the following locations in order of priority:  
The crosswalks on Grand River at Starbucks, Liberty Street, and by Cannelle Pasties.  
Motion for the recommendations by Maria and seconded by Jamie. Motion approved unanimously.  
-Heather recommended the city provide crosswalk education that drivers must stop for pedestrians at crosswalks in Farmington, not required that pedestrians have stepped off the curb for traffic to stop, utilizing social media and online means. Heather volunteered to create an infographic, will pass on to Maria to send to Melissa to post on the city Facebook page.
- e. ORCHARD LAKE AND GRAND RIVER PEDESTRIAN IMPROVEMENTS  
MDOT updated the crossing in 2017, has no current plans for additional changes.  
Kevin suggesting putting forward a plan for further improvements to crossings.
- f. DATE FOR FIELD TRIP TO BIKE PARK – April 2 at 6 pm. Planned to likely visit Hines Park pump track. Committee members to research bike tracks in Novi and Waterford to determine which most suits Farmington’s needs and visit that one.
- g. POWER ROAD TREE AND SIDEWALK ISSUES
  - DPW is dropping off a notice to the house of the need trim the tree to not block the sidewalk.
  - Sidewalk was torn up for water pipe work in the Fall so couldn’t pour concrete so was only patched. DPW to repair in the Spring.

## 7. NEW BUSINESS

- a. ANY NEW TARGET AREAS?
  - i. Brookdale sidewalk missing sections  
Tim volunteered to check out and note where there are and are not sidewalks to look at filling in and connecting.
- b. ANY NEW CITY CONSTRUCTION PROJECTS?  
Kevin – Mason Plaza is moving along, will update and add connections/hardscape.  
Awaiting approval for fundraising. Looking at construction to break ground this year.

## 8. PUBLIC COMMENT

None

9. COMMITTEE MEMBER COMMENT

Bill – asked if the Pathways Committee will get a chance to review the plans for the Maxfield condo project. Kevin shared the DDA design committee will be working on the plans. Can ask for the committee to have a look at plans and opportunity to provide input on finish elements, particularly the pathway.

Chris shared that planning for the path down to Shiawassee is not yet completed and there is opportunity to have some input on that.

-Open park area south of Fulsom in Farmington Hills is approved for developing houses, plan is to keep a small amount of woods there. Discussed possibility of suggesting adding some sort of path/connection.

10. ADJOURNMENT

9:02 pm

Next meeting: APRIL 10, 2024

**Farmington Community Library Board of Trustees**  
**Board Meeting - 6:00 p.m. – March 14, 2024**  
**DRAFT**

---

Board Members Present: Brown, , McClellan, Hahn, Snodgrass, Muthukuda, Doby

Board Members Absent: White, Murphy,

Staff Members Present: Siegrist, Showich-Gallup, Baker, Peterson

Staff Members Absent: None

**CALL TO ORDER**

The Regular Board Meeting was called to order at 6:06 by President Ernie McClellan.

**APPROVAL OF AGENDA**

**MOTION** by Snodgrass to approve the Agenda for the March 14, 2024, Board meeting was supported by Brown.

**Vote: Aye: All in favor (6-0)**

**Opposed: None**

**Motion passed.**

**APPROVAL OF MINUTES**

**MOTION** by Brown to approve the Minutes of the Regular Board Meeting held on February 8, 2024, was supported by Hahn.

**Vote: Aye: All in favor (6-0)**

**Opposed: None**

**Abstain:**

**Motion passed.**

**TREASURER'S REPORT (K. Brown)**

**MOTION** by Brown to approve February expenditures totaling \$387,023.70 was supported by Doby.

**Vote: Aye: All in favor (6-0)**

**Opposed: None**

**Motion passed.**

**MOTION** by Brown to receive and file February 2024 financial reports was supported by Muthukuda.

**Vote: Aye: All in favor (6-0)**

**Opposed: None**

**Motion passed.**

**FRIENDS' REPORT (S. Charlesbois)**

- Friends' board will not do citywide mailing this spring it will be virtual (email).
- Odds and Ends Art auction will be April 5, 2024, \$10.00 entry fee
- Big Book Sale April 5<sup>th</sup>- 7<sup>th</sup>
- Gala June 7, 2024

**Farmington Community Library Board of Trustees**  
**Board Meeting - 6:00 p.m. – March 14, 2024**  
**DRAFT**

---

**LIBRARY DIRECTOR'S REPORT** (K. Siegrist)

- Seed library kick off was very successful 200 participants
- Chamber of Commerce morning boost will be at the library April 4,2024, 8-9:15 AM
- FAAPN & AKA are hosting a literacy celebration event March 23, 2024

**UNFINISHED BUSINESS**

24/7 pick-up Lockers

**MOTION** by Doby to approve the installation of pick-up lockers not to exceed the amount of \$50,000.00 supported by Brown.

**Vote: Aye: All in favor** (6-0)

**Opposed: None**

**Motion passed.**

**SUBCOMMITTEE UPDATES**

Personnel - none

Master Plan – the committee met with MCD Architects; three options were presented. A full presentation of the master plan along with cost will be presented in April 2024

Finance- Budget amendment.

**MOTION** by Brown to add \$130,000.00 to revenue and expenditures to balance the budget, supported by Doby

**Vote: Aye: All in favor** (6-0)

**Opposed: None**

**NEW BUSINESS**

Budget hearing will be May 9,2024 at 6:00 pm - no motion.

**CORRESPONDENCE**

None

**PUBLIC COMMENT**

Maria Taylor and Kevin Parkins from Farmington City Council

**TRUSTEE COMMENT**

Discussion on bookmobile possibilities

**ADJOURNMENT**

The Board meeting was adjourned by President McClellan at 7:52. The next meeting of the Library Board is scheduled for Thursday, April 11, 2024, at 6:00 pm.

Respectfully Submitted,



**Farmington Community Library Board of Trustees  
Board Meeting - 6:00 p.m. – March 14, 2024  
DRAFT**

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Library Board of Trustees

DRAFT

APPROVED  
MEETING MINUTES  
FARMINGTON AREA COMMISSION ON AGING  
TUESDAY, FEBRUARY 27, 2024  
COSTICK CENTER  
28600 ELEVEN MILE ROAD  
FARMINGTON HILLS, MI. 48336

CALLED TO ORDER BY DAN FANTORE AT 5: 35.

MEMBERS PRESENT:

Mary Buchan, Farmington Hills  
Nancy Cook, Farmington  
Vivek Das, Farmington Hills  
Mic Fahey, Farmington  
Dan Fantore, Farmington Hills  
Dolli Lewis, Farmington Hills  
Julie McCowan, Farmington Hills  
Marian Schulte, Farmington Hills  
Tiffany Tuttle, Farmington Hills  
Julie Villani, Farmington Hills

MEMBERS ABSENT:

Carl Christoph, Farmington Hills  
Jane Frost, Farmington  
Katherine Marshall, Farmington Hills

OTHERS PRESENT:

Marsha Koet, Senior Division Liaison

APPROVAL OF AGENDA:

Motion by Mc Cowan, supported by Fahey, to approve agenda as published.

Motion carried by 10 with 3 absences.

FARMINGTON AREA COMMISSION ON AGING

FEBRUARY 27, 2024

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APPROVAL OF NOVEMBER, 2023 MEETING MINUTES:

Motion by Villani, supported by Cook, to approve minutes as published.

Motion carried by 10 with 3 absences.

Newly appointed member Dolli Lewis introduced herself and shared qualifications that will be valued by the Farmington Area Commission on Aging. Other members presented past accomplishments and reasons they are members of the Commission.

COMMITTEE REPORTS:

EDUCATION:

Fantore reported that this month's Messenger will contain an article about IRS scams. Koet discussed the possibility of a fall, 2024 program to be presented to Farmington Hills city employees on financial exploitation of the elderly and suggestions for caregivers. McCowan said that Mayor Rich is interested in forming a mental health committee and this commission should consider supporting her efforts.

SENIOR CENTER ADVOCACY:

Some discussion on current status of discussions on the future of the Costick Center.

SENIOR DIVISION LIAISON REPORT:

Shredding is scheduled on March 12, 2024.

April 5 there will be a Tiger Baseball themed luncheon.

The Costick Center will be used for another election in May.

Koet distributed Senior Division Monthly Attendance Totals for 2022-2023

The Awards Breakfast will be held on April 11 at 9am. Nominations for the various awards were discussed.

The nominee for the Diamond award was nominated by Vallani, seconded by Schulte, and approved by 10 with 3 absences.

There were 3 nominations for the Gold award. It was decided that all three would receive the award.

Nominated by Lewis, seconded by Fahey and approved by 10 with 3 absences.

The Community Award was suggested by Koet, nominated by McCowan and seconded by Schulte.

Passed by 10 with 3 absences.

FARMINGTON AREA COMMISSION ON AGING

FEBRUARY 27, 2024

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Officers for 2024-2025

Dan Fantore, Chair. Nominated by Buchan, seconded by Tuttle, passed by 10 with 3 absences.

Julie Villani, Co-Chair. Nominated by Schulte, seconded by Fahey, passed by 10 with 3 absences.

Mic Fahey, Secretary. Nominated by Julie Villani, seconded by Julie McCowan, passed by 10 with 3 absences.

Fantore attended a Parks and Rec Commission meeting. No report given.

Meeting adjourned by 6:47.

Next meeting is Tuesday, March 26 at the Downtown Farmington City Offices.

Minutes submitted by Mic Fahey

Meeting Minutes  
Farmington/Farmington Hills  
Commission on Children Youth and Families  
April 4, 2024  
Community Room, Farmington Hills City Hall  
31555 W Eleven Mile Rd, Farmington Hills, MI 48336

1. Call to order
  - a. Meeting called to order at 6:01pm
  - b. Members present: Jordan Scrimger, Rod Wallace, Sharon Snodgrass, Alisa Valden, Tanya Nordhouse, Tammy Luty, Ashley Gabb, Bhumika Mistry, Bria Barker-Lewis
  - c. Members absent: Marie Sarnacki, Colleen Coogan, Brian Spitsbergen
  - d. Others present: Matt Gale, Marla Parker
2. Approval of Agenda
  - a. Rod moved, Tanya seconded
  - b. Motion passes unanimously
3. Approval of March 7 Minutes
  - a. Rod moved, Ashley seconded
  - b. Motion passes unanimously
4. Youth Division Update
  - a. Matt gave the update.
    - i. Grades up for participants of the afterschool program. Matt is working on a statistical report
    - ii. New staff hired
    - iii. Many participants in archery program joined the archery team.
    - iv. NFL Draft event was a hit.
    - v. Sewing, Playlabs, and track all popular. More coaches needed for track.
    - vi. First fire drill occurred April 3
    - vii. Escape room being built on the third floor of the Hawk
    - viii. Old media center being made into a conference center
5. Issues Committee Update
  - a. Career Night:
    - i. Jordan gave the update
    - ii. 46 people signed in. Jordan thought there were at least double that attending
    - iii. 17 vendors had tables
    - iv. 38 people filled out the feedback survey and got Hawk passes
      1. The most common way people heard about career night was word of mouth from family members
      2. Positive feedback of the career opportunities present
      3. Most attendees from Farmington Hills with some from surrounding cities
      4. 16-18 most common age group. 32-39 second most common. 76 was the oldest age
      5. Most people said they were looking for job information for themselves

- v. There was a discussion about having a “career fair” where people just come to learn about new jobs vs a “hiring fair” where people come to actually apply to a specific job.
- b. Kindness Rock Garden Painting
  - i. Rocks being painted April 22 and May 11 from 4-7pm
  - ii. April 22 is at Founder’s Park near the Rock Garden. May 11 is at the Farmer’s Market in downtown Farmington
  - iii. Vote to allocate \$600 for expenses related to Kindess Rock Garden Project  
Sharon moved. Alisa Seconded
    - 1. Motion passed unanimously
- c. Mental Wellness Fair
  - i. Rod gave the update
  - ii. There have been a few names proposed for the event but nothing has been finalized.
  - iii. There is a folder in the Google Drive with documents for/about the event
  - iv. Rod would like to get some social media posts going on video platforms
  - v. The idea for a sign in sheet has been axed so that people don’t feel pressured or intimidated
    - 1. Alisia asked if there might be a way to send out a survey or some way to gather data from attendees so we can improve future events
    - 2. There was a discussion about the best ways to gather feedback
  - vi. Alisa said Oakland Community Health Network may be willing to help advertise. Rod said he’d reach out.
  - vii. Tammy mentioned that we can’t have our own social media accounts but we can send content to the city to publish.
  - viii. Rod would like to have the first social media post made by the end of the week of 4/8
  - ix. Tanya said it may be difficult to get therapists to attend as they aren’t accepting new patients
    - 1. There was a discussion about other things that they can offer even if they aren’t accepting new patients.
  - x. Alisa asked how the rest of the commission can help
    - 1. Rod said helping get the word out and being there to volunteer are the best ways to help
  - xi. Vote to allocate \$500 for expenses related to the Mental Wellness Fair
    - 1. Moved by Tanya. Seconded by Alisa
    - 2. Motion passed unanimously
- d. Volunteer recognition
  - i. Ashley gave the update
  - ii. The recognition opportunity has been shared with 83 participants with 18 nominations made so far
    - 1. Majority of nominations have been for the Adult and Group categories. Nominations for Family and Youth categories are needed
  - iii. Fliers posted in the community and posts have been made on social media but the word needs to be out more for nominations.
    - 1. There was a discussion about who to send information to if we want items to be included in the city newsletter

- iv. Nominations close on April 10 with a meeting to discuss nominations on April 17 at 7pm over Zoom. Ashley will send out the Zoom link to all interested attendees
- v. Event is scheduled for May 20 at City Hall before the city council meeting
- vi. Vote to allocate \$800 for expenses related to the Volunteer Recognition Event
  - 1. Sharon moved. Ashley seconded.
  - 2. Motion passed unanimously

6. New Business and Announcements

- a. Marla
  - i. Court is still hybrid between virtual and in-person. Judge Brady is 100% in-person and Marla is moving to more in-person.
- b. Matt
  - i. All outdoor facilities are up and running.
  - ii. Next event is Mom and Son Night Out on April 19
- c. Tammy
  - i. Let her know if you're coming to volunteer at the Rock Painting on April 22
- d. Sharon
  - i. Loved how many members of the committee were at Career Night
- e. Jordan
  - i. Came across a lot resources for mental health when she was looking for things for the Mental Wellness Fair. She will send a link.

7. Public Comments

- a. None

8. Adjournment

- a. Sharon motioned. Rod seconded
- b. Meeting adjourned at 7:03 pm



## FARMINGTON BICENTENNIAL TASK FORCE

March 26, 2024

7 PM – City Hall

Committee members present: Jill Keller, Sean Murphy, Courtney Showalter, Maria S-G, Pam Green, Maria Taylor

Committee members absent: Chris Halas, Micki Skrzycki

Others present: Walt Gajewski, Peggy Castine, farmers market bicentennial subcommittee members, Carl Johnson

Chairperson Murphy called the meeting to order at 7:05pm.

### A/ FARMERS MARKET

#### 1. Farmington's Bicentennial Comes to the Farmers Market - Peggy Castine

Peggy presented on behalf of the farmers market bicentennial subcommittee. She proposed a presentation series at the market, starting June (4 months' worth). Plans a new poster/map each week: topics include pre-settler, Underground Railroad, Civil War, etc. Other activities to include: Farmington history coloring sheets, Underground Railroad reenactor, old-fashioned toys including cornhusk doll-making, 1824 Farmhouse Ale tasting, apple dessert contest with recipes available. Walkabouts group planning history theme this year: historical homes, people, cemeteries, with particular focus on historic homes in the neighborhood. Logo for bicentennial programming at market will be an apple (design work included as part of market budget). Bicentennial Task Force is invited to have a booth and sell merch, and promote bicentennial events at info booth. Full report is attached at end of minutes.

Cost estimate: \$1,300 total. Walt is requesting support from bicentennial budget to cover. He would be glad to come back throughout the year and provide updates. Committee to put market on agenda for May meeting.

Sean to confirm Walt is printing logo on jute bags. Committee had budgeted \$2,000 for jute bags; that will more than cover funding market activities instead. Committee to review our budget and make official motion on funding market activities; straw poll says yes.

Courtney: Suggested including QR codes with displays.

Pam: Suggested wax museum (5<sup>th</sup> graders) at market to reenact historical figures. Cheryl Blau volunteered to assist — worked on similar project with Jewish Historical Society of Michigan — and suggested Dave Clappison and David Hales for the market bicentennial volunteer group.

#### 2. Merch booth Days: LNO, Opening Day, when else?



Ladies Night Out: Thursday April 18. Alexander Steward has added us to the roster. Setup 4pm, open 5-9. Booth shifts: 4-6:30 Sean, Courtney, Maria T. 6:30-9 Maria S-G and Pam.

Prep work: Update online spreadsheet for tracking sales. Create promotional posts for DDA (Maria T), get credit card reader (Sean), get hotspot from library (Maria S-G).

Courtney: Suggested highlighting Farmington women as part of display — maybe the Ladies Literary group photo.

Farmers Market: Opening day Saturday May 4. Booth shifts: 8:30-11 Sean and Jill, 11-2 Pam and friend.

Committee discussed the balance between having presence at market and burning out volunteers with weekly setup/takedown. Decided to hit the market's big days and see how many people actually stop by our booth. Upcoming dates where we'll have booth at market: June 8 (Warnerettes), July 6 (Underground Railroad).

3. Walt ask: Move our banners to allow for his market banners around Riley Park?

Additional brackets are available. Committee will use them to relocate bicentennial banners upon Walt's final determination.

#### B/ TOAST TO FARMINGTON REVIEW

Sean thanked the group, especially Carl for design work. It was noted that businesses were packed that evening, even though it was a cold, rainy night.

#### C/ MERCH UPDATE AND PLAN

1. Plan and instructions for payments from merchants

Sean will talk to Chris Weber about how to cash out merchants. Proceeds from pint glasses are being split with businesses; proceeds from apparel are not being split.

2. Current inventory and plan for summer apparel

Carl is working on new designs — will have those firmed up by next meeting. Committee to sell current merch at Ladies Night (sweatshirts, short-sleeve tees, still plenty available).

#### D/ GUINNESS BOOK OF WORLD RECORDS

1. Finding sponsor (\$16k)

Goal: Most cupcakes frosted in one place (200). Kitchen Creations is willing to host event and provide cupcakes, but cost for business is \$16,000, according to Guinness Book. This was originally to be part of Ladies Night, but timing/funding is prohibitive. Maria T to call Julie Law and ask about sponsorships, bundling it into Founders Festival.

#### E/TIMELINE/PROMENADE PROJECT

1. Update

Carl to begin designing in April, production/install in May. Kate Knight is still working with property owner; she advises they should be the one lining up electrical work.

As part of promotions, committee to hold unveiling event at Art On the Grand and invite Oakland County Commissioners, since the project has been made possible by County funding. Maria T suggested making it the official Art On the Grand afterparty. Sean to ask DDA to participate and for advice on serving drinks. Carl suggested up-lighting as well as Edison lights overhead (the kind you get from Costco) if professional electrical can't be secured in time for event.

Event ideas: Wine in alley, ribbon cutting, Northville stomp team, hire one of Scott's Out Front performers, ask Meadows to provide wine.

## 2. Art Design

Design idea: 4 sections, 4x10, include County logo. Photos will be presented chronologically with years corresponding to major dates in Farmington history. The heat transfer panels are guaranteed to last 1-2 years, but similar project in Northville is going strong 10 years in.

## F/ART ON THE GRAND

### 1. Discussion and Plans

Postcards To Farmington booth: We will need sharpies for postcard writing, poster with directions, postcards, volunteers to staff booth. Pam to reach out to Rachel Timlin to confirm booth, price-check fine-point sharpies. Carl to mock up poster and postcards for next meeting.

Chalk art in the streets: Would this be something the Arts Commission would like to take on? Maria T to check.

"200" floral arrangement at Masonic Park: Maria S-G to ask Springbrook.

## G/FOUNDERS FESTIVAL

### 1. Discussion and Plans

Parade: Ideas include Grand Marshal/oldest resident, old fire trucks. Float: Committee decided this project needs to be outsourced. Pam will reach out to Leslie (art teacher) to see if there's interest in creating float. NOTE: We also need a bicentennial banner to lead off the parade. Maria T to talk to Julie Law and mayor, then report back to Pam who will call FH chief about fire trucks.

Bingo: FH Parks and Rec will provide table/chairs and tent at no cost if we ask. Bicentennial merch as bingo prizes? Maria S-G will reach out to PTA to confirm interest.

Historic baseball game: After discussion of including this as part of CARES event, it was decided to keep this as part of Founders Festival. Maria T to reach back out and confirm interest with baseball team manager.

#### H/ CARES FAMILY DAY/DUCK RACE SUBCOMMITTEE

1. Updates and Next Steps – Pam Green

Pam and Maria S-G reported back from the subcommittee. Talks with CARES are still in progress.

Movie night in park: Maria S-G looking into grant funding for screen, projector. Would Scott Freeman like to sell popcorn that night?

CARES potentially interested in sponsoring light show. Pam to check back on that.

#### I/ THEN-AND-NOW APP

1. Updates

Maria T. pitched app to SiFi Networks; waiting to hear back. Maria S-G and Pam to reach out to Bosch and CARES for additional potential sponsors.

#### J/ BICENTENNIAL GALA

1. Updates

Maria T to get in touch with Chris Greig for status report.

#### K/HISTORICAL

1. Farmington Fridays – Maria T continuing series
2. Brian Golden History Video Series – Committee suggests doing this series in Ken Burns style with historical photos (no narrator in view), voiceover, background music, and any sound effects (horses, etc.). Chris to convey recommendations to Brian.

#### L/ GREAT FARMINGTON CLEANUP

1. Request made to donate raffle prize. Committee will donate beanie hat, 2 pint glasses, 2 “1824” ales, and a selection of wooden cutouts.

#### M/ OTHER

Pam: Received feedback that much of celebration is downtown-centric — do we want to coordinate a Flanders Park food truck rally? Committee agreed in principle but unsure whether that’s our role. Discussion ensued about the food truck ordinance.

Courtney: Suggested we compile QR codes for Farmington’s green historic markers. Do we have a map of the markers?

Jill: Suggested we replicate and sell old maps

Sean adjourned the meeting at 9:36pm.

Next meeting: April 23, 7pm at City Hall.

March 26, 2024



## *Farmington's Bicentennial Comes to the Farmers Market*

Farmington's history is all around us – you just have to know where to look. This summer the Farmers Market will make that history easier to find through a season-long bicentennial celebration.

This as-yet-unnamed weekly project, brainstormed by Market volunteers, will share the story of a small Quaker settlement near three Native American trails that grew into a bustling farm town and important player in the growth of southeast Michigan. And it seems appropriate that the current Farmers Market help tell the story since it was farmers who founded Farmington.

The project will be multi-media, or at least as multi-media as a farmers market can get. Each week a display near the southwest entrance will offer maps, old photos and other information on Farmington's beginnings and growth.

And we won't limit the storytelling to reprints:

- June 8 – Farmington's Warnerettes will march as suffragettes in honor of three-term Gov. Fred Warner, a major player on the local and state levels with his advocacy for railroad regulations and women's right to vote.
- June 22 – The Redford Chapter of the Royal Scottish Country Dance Society will demonstrate reels – dances that were part of colonial social life in the early 1800s.
- July 6 – Actress Madelyn Porter will bring to life Farmington's role in the Underground Railroad by portraying Maddie, an escaped slave who has fled to Farmington to find help.
- July 6 – The Peace Jubilee Brass Band, from the Civil War era, will perform in the morning.

We'll tell the story of the area's agriculture, especially the role played by apples, which were vital to the the economy. Apples remain an important crop in the region – just ask any of our farmers who bring their finest to market starting in late summer. We will conduct a Best Apple Dessert contest in August, and in September the Kids POP! Club will be All About Apples.

The August POP! Club will also feature a bicentennial spin by talking about the Native American growing method called the Three Sisters in which corn, beans and squash were planted together to the benefit of all three.

We'll have a Bicentennial project for everyone with ready-to-color prints of noteworthy buildings (and crayons). We'll recreate the fun part of life two centuries ago by offering old-time crafts and games for kids of all ages. Come make a corn husk doll or learn how to weave. Or compete in a potato sack race, roll barrel hoops across Riley Park or use a GeeHaw Shimmy Diddle stick.

All of this is part of the great story Farmington has to tell, and we think the Farmers Market provides the perfect stage to tell it. See you at the Market!