



**Regular City Council Meeting  
7:00 p.m., Monday, March 17, 2024  
City Council Chambers  
23600 Liberty Street  
Farmington, MI 48335**

## **REGULAR MEETING AGENDA**

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF ITEMS ON CONSENT AGENDA**
  - A. City of Farmington Minutes**
  - B. Farmington Monthly Payments Report**
  - C. Farmington Public Safety Monthly Report**
  - D. Appoint Dr. Igwe to a seat on the Emergency Preparedness Committee**
- 5. APPROVAL OF REGULAR AGENDA**
- 6. OLD BUSINESS**
  - A. Special Event Application: Founders Festival**
- 7. NEW BUSINESS**
  - A. Decertification from Act 51 Major Street to certification as Local Streets for Grove Street, Thomas Street, Oakland Avenue, and Warner Street**
- 8. PUBLIC COMMENT**
- 9. CITY COUNCIL COMMENTS**
- 10. 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.*

MINUTES  
SPECIAL JOINT STUDY SESSION MEETING  
FARMINGTON HILLS CITY COUNCIL  
FARMINGTON CITY COUNCIL  
FARMINGTON BOARD OF EDUCATION  
JANUARY 27, 2025 – 6:00P.M.  
FARMINGTON HILLS CITY HALL – COUNCIL CHAMBER

**1. CALL MEETING TO ORDER**

The Farmington Hills City Council meeting was called to order by Mayor Rich at 6:00pm.

The City of Farmington City Council meeting was called to order by Mayor LaRussa at 6:00pm.

The Farmington Public Schools Board of Education meeting was called to order by President Weems at 6:00pm.

**2. ROLL CALL AND INTRODUCTIONS**

**City of Farmington Hills**

Council Members Present: Aldred, Boleware, Bridges, Bruce, Dwyer, Knol and Rich

Council Members Absent: None

**City of Farmington**

Council Members Present: Balk, LaRussa, Parkins, Schneemann, Taylor (arr. 6:15pm)

Council Members Absent: None

**Farmington Public Schools Board of Education**

Members Present: Blau, Heinrich, Hull, Smith, Turner, Walker, Weems

Members Absent: None

**Others Present**

City of Farmington Hills: City Manager Mekjian; Assistant City Manager Mondora; City Clerk Lindahl; Deputy City Clerk Ashley Hopper; Director of Special Services Schnackel, Director of Communications and Community Engagement Sullen-Winn, and Director of Diversity, Equity and Inclusion and Employee Development Harvey, Interim Police Chief Piggot, Fire Chief Unruh, and City Attorney Joppich

City of Farmington: City Manager Murphy, City Attorney Saarela, Director of Public Safety Houhanisin; City Clerk Bachman and Bill Wood, Fire Marshal

Board of Education: Superintendent of Schools Coffin; Assistant to the Superintendent Scripture

**3. COLLABORATIVE OPPORTUNITIES**

Mayor Rich explained that the purpose of tonight's meeting is to explore opportunities for collaboration between the councils and the school board. The focus will be on identifying



meaningful joint efforts that can benefit the community. A list of five key topics had been developed with input from the participants.

**a. Communication**

- Strengthen communication between the School Board and City Council
- Share minutes and other key communications between the City Council, School Board, and the City of Farmington to foster collaboration

**Discussion**

A significant number of Farmington/Farmington Hills residents are not connected to the school. Accessing communication between the cities and the schools and then appropriately sharing out to the residents can help bridge this gap.

**Suggestions included:**

- Establish regular strategic planning discussions between a representative from the school board, superintendent's office, and one or two members of each city council, meeting monthly or at least quarterly to improve communication – if quarterly talk by phone at least monthly. The purpose is to improve communications and work on strategic planning together.
- Have a liaison from each council meet with Superintendent Coffin and Board President Weems to have a more in-depth discussion regarding issues facing the schools and cities.
- City managers, law enforcement, and superintendent establish a weekly phone call and/or email to update each other on what is happening within each sphere of influence.
- As strong communication builds a successful community, and as residents often ask council members and city officials for information regarding the schools, having a readily available reference (a "cheat sheet" that includes recent events) would help the cities provide accurate information while they communicate their support for the schools. Superintendent Coffin provided such a sheet to the attendees. Similar documents are provided by the cities as a matter of course – these should be regularly shared around.
- Provide links regarding the school district on each city website, with a short but clear statement that the schools are valued partners in the life of the city. Links to the cities can be posted on the school website.
- Broadcast school closings broadly, especially since closings affect others – the Costick Center closes when the schools close.
- The library is a significant community resource and its director and board are open to collaborative efforts; they should be invited to join the conversation in the future.

These suggestions were well received; the consensus appeared to move forward with concurrent implementation, with quarterly strategic planning meetings attended by liaisons and weekly conversations between the city managers, law enforcement, and the superintendent receiving highest priority.

**b. Student Achievement**

- Encourage residents including seniors to volunteer and support student learning.
- Develop ways for the City to support and honor student achievement.

- Share research findings and programming updates from the School Board to foster ideas on how the City can support educational efforts.
- Addressing childhood hunger

After reviewing current achievements goals and strategies in order to accelerate learning growth and achievement, while continuing to identify and support students who are struggling academically, Superintendent Coffin pointed out that students who come to school hungry, or lacking adequate housing, or with worries about what will happen after they leave the school day, are not learning-ready. Ensuring students have proper nutrition, adequate and safe housing, community support and outreach for the entire family, promotes readiness for learning.

Families who have meaningful and engaging work experiences and opportunities, and students who are emotionally, psychologically and physically safe, are learning-ready.

The cities and the schools can work together to ensure students are ready to learn when they come to school.

#### Discussion

Regarding clarity of terms and action:

- Improve the messaging regarding student achievement, so that messaging is consistent across all entities.
- Achieve clarity in what the cities can do to support the school district and then set meaningful goals to achieve that.
- Share the school's dashboard (it's "north star") at the next quarterly meeting.

Suggestions included:

- Help students be learning-ready by strengthening families. Include parenting classes and support groups in offerings at The Hawk. Explore partnering with the Michigan School of Psychology to help with this effort.
- Encourage the wider community to support the schools through millages and volunteerism. Develop messaging for residents who do not have students in the public schools. Emphasize the benefit of a successful school system to the entire community.

#### Addressing student hunger

- After significant discussion regarding the importance of this issue and acknowledging that the State provides free breakfasts and lunches to all students, the suggestion was to form a subcommittee to research and ultimately facilitate coordination across all available community resources to address student hunger, which often reflects family hunger and points to other needs within families. Include in this coordination the Children, Youth and Families Commission, CARES, and other organizations and agencies.

#### Honoring student and educator achievement

- Develop ways for the cities to support and honor student achievement, and also educator, staff, and district-wide achievements.
  - Acknowledge student and staff achievements and at city council meetings.

- Proactively show up at student achievement events, including graduations.
- Participate in March Reading Month at the schools.

**c. Job Readiness and Experiential Learning**

- Foster internships and real-world learning opportunities in city departments and local businesses.
- Offer the City's resources and alliances to create job opportunities for young people.
- Internship/Summer Employment
- Shadowing Program

**Discussion**

In addition to the list above, the following items were discussed:

- Encourage students to attend municipal meetings.
- Formalize the shadowing program
- Take a youth delegation to the National League of Cities.
- Internships should be thought of broadly and include the professional community as well as the government bodies.
- Give students the opportunity for speaking engagements at city hall on a variety of topics, including sharing their family's original culture.
- Strengthen the relationship with the Chamber of Commerce and involve them with these goals and activities. Engage with Oakland County relative to opportunities they offer.
- Help students to be work-ready by helping them get a work permit.
- Support and participate in career day, which this year is on April 25.
- Support and facilitate information regarding summer jobs.
- Involve the homeowners associations and the DDA.
- Again, involve the Library with its unique resources.

As this discussion was wide-ranging with potentially many moving parts, Mayor Rich suggested that representatives from each entity together form a sub-group to explore actionable ideas around the concept of job readiness and experiential learning.

**d. School Safety and Emergency Preparedness**

- Strengthen school safety through better coordination between the Schools and the Police Department.
- Encourage active shooter training in schools through collaboration with the Police Department.
- Discuss Emergency Preparedness. Possibly develop a round-table collaborative exercise.

Farmington Hills Mayor Pro Tem Dwyer, drawing on his extensive law enforcement experience including his years as Chief of Police in Farmington Hills, expressed deep concern over rising gun violence and the need for stronger school safety measures. He noted that while the community has been fortunate to avoid a major school-related shooting incident for over 40 years, the school district remains at risk. Reflecting on his past role in establishing the school liaison officer program, he stressed that more proactive steps are necessary and should be taken immediately. He emphasized that active shooter training has to be the top priority, urging regular, full-scale active shooter exercises involving both law enforcement and school personnel.

He warned that preparedness alone is insufficient without comprehensive, realistic drills that take months to properly plan.

Superintendent Coffin provided an overview of the district's ongoing safety initiatives and partnerships with local law enforcement. She emphasized the strong collaboration between Farmington Public Schools, the Farmington Public Safety Department, and the Farmington Hills Police Department, particularly through the School Resource Officer (SRO) program.

Superintendent Coffin highlighted the district's expansion of ALICE training, which now occurs four times a year as full-day sessions, incorporating CPR and Stop the Bleed training. This training is mandatory for all new staff and has been extended to noon aides upon their request. The sessions are supported by local law enforcement, district nurses, and MedSkill students.

To enhance emergency response, the District recently adopted standard response protocols, ensuring a uniform communication system across all schools. Public address systems have been pre-programmed with five standardized emergency announcements, allowing any staff member to quickly initiate an appropriate response. Bullet-resistant glass has been installed in key areas across all buildings to enhance security in high-traffic student spaces.

Additionally, the district is actively updating its emergency operating plans in coordination with SROs, principals, and crisis teams to ensure consistency and awareness throughout the District. As part of security improvements, they have explored solutions like Centegix and other security companies to supplement the existing four SROs. The district is also evaluating vape sensors with motion detection capabilities for school bathrooms.

Superintendent Coffin affirmed the District's commitment to school safety and welcomed further discussions or recommendations.

When asked about conducting a full-scale, one-day active shooter exercise at the high schools in coordination with law enforcement, Superintendent Coffin expressed support for the initiative.

Discussion followed, focusing on:

- Appreciation for the good work Superintendent Coffin is doing regarding this issue, and the effective partnerships she has forged with the local police departments.
- Understanding that a potential student shooter can be stopped if he is noticed early enough.
- Acknowledgement that this issue has different components, including easy access to guns.
- Suggestion that the Cities offer OK2SAY training for the wider community.
- Prevention involves specific actionable items, several of which – including an emphasis on “noticing and belonging” – are being currently implemented throughout the school district.

After robust discussion, there appeared to be consensus that the best outcome of tonight's meeting is for the police chiefs from both Farmington and Farmington Hills to continue to work with the school administration regarding the best way to move forward, with the recommendation that high school students receive the same full ALICE training as staff, and that the one-day full-scale training event described by Mayor Pro Tem Dwyer be a priority.

**e. Transportation**

- Before and after school tutoring

School Board President Weems noted her concern that some students are not able to take advantage of after school mentoring and/or activities because they don't have after school transportation. This situation relates to academic achievement. President Weems wondered if there was an opportunity for the City to help provide after school transportation.

President Weems further clarified that the after school program at The Hawk is only for middle-school students. She was suggesting that after school transportation be provided for high school students who stay at the school for additional mentoring/academic help.

Mayor Rich acknowledged the request but was unable to provide a response without more information and research.

**4. PUBLIC COMMENT**

Bill Lubaway, Farmington resident, said he had attended the Michigan State Board of Education meeting on January 14. Despite Michigan's adoption of strategies a decade ago to rank among the top 10 states in K-12 education, yet the state currently ranks 41st out of 50.

Mr. Lubaway highlighted disparities in literacy proficiency across school districts. Farmington School District's 58% proficiency rate places it 68th out of 580 districts. He emphasized that African American and low-income students in both Michigan and Farmington lag significantly behind their peers. He challenged Farmington Public Schools to take a leadership role in closing the achievement gap and improving educational outcomes statewide.

**CLOSING COMMENTS**

Council and Board members expressed appreciation for tonight's meeting, and enthusiasm for continuing this important collaborative effort. Conversation had been respectful, wide-ranging, and has led to actionable ideas including appointing liaisons and beginning a structure to provide a meaningful, unified effort to work together to support the success of all students and families in the community.

Mayor Rich thanked everyone for their active participation and suggested reconvening toward the end of summer to assess progress and determine next steps. As there appeared to be consensus, the Library would also be invited to participate in future discussions.

**ADJOURNMENT**

The Joint Meeting adjourned at 8:22pm.

Respectfully submitted,

Carly Lindahl, City Clerk



Special City Council Meeting  
6:00 p.m., Tuesday, February 18, 2025  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335

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## SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on February 18, 2025, 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 6:03 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:

Assistant City Manager, Chris Weber  
City Clerk, Meaghan Bachman  
Director of Public Safety, Bob Houhanisin  
DPW Superintendent, Chuck Eudy

### 2. APPROVAL OF REGULAR AGENDA

Motion by Parkins  
Seconded by Balk

Resolved, move to approve the agenda as presented.

Motion carried unanimously

### 3. PUBLIC COMMENT

No members of the public spoke.

**4. Pathways Committee Interview: David Haering**

Motion by Taylor  
Seconded by Balk

Resolved, move to appoint David Haering to the Pathways Committee with a term ending date of December 31, 2025 – this is a partial term contingent upon his resignation; and

Be it further resolved, move to appoint Kevin Danies to the Pathways Committee with a term ending date of December 31, 2026.

Motion carried unanimously 5-0

**5. Vehicle and pedestrian traffic adjacent to 33425 Grand River**

Public Safety Director Houhanisin presented this report. The background includes concerns regarding vehicle and pedestrian traffic on the south side of Grand River and the driveway to 33425 Grand River (The Vines). The Transportation Improvement Association (TIA) surveyed the area and provided a report that was presented to Council. Director Houhanisin reported the recommendations from the TIA, included in the report. It was recommended to limit all traffic on the alleyway drive to be southbound from Grand River towards Firestone. It is a very narrow road and having 2-way traffic is restrictive. The Mayor discussed the impact on businesses and truck deliveries. He further noted due to the impact on the business, he would like for the City to reach out to them directly about the potential change. Further discussion was held between Council and it was decided to proceed with the Traffic Control Order to change it to one-way traffic.

**6. Other Business**

Mayor LaRussa noted he and the Mayor of Vacri Italy have been corresponding. Mayor Dr. Piergiuseppe Mammarella formally proposed a twinning pact (sister city) between Farmington and Vacri. He further proposed sending a representative to Farmington for a visit in the month of October 2025. Mayor LaRussa asked for feedback from Council.

Councilmember Schneemann presented Council with a high-level plan for the Civic Theater. The renovation concept plan proposed changes to include new dining areas, a bar, wood-fired pizza kitchen, and new seating. An estimated cost could be around \$700,000 - \$800,000 for the renovation.

**7. Public Comment**

No member of the public spoke.

**8. COUNCIL COMMENTS**

No members of the Council spoke.

**9. ADJOURNMENT**

Motion by Balk  
Seconded by Taylor

Resolved, move to adjourn the special meeting at 7:17 p.m.

Motion carried unanimously

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Joe LaRussa, Mayor

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Meaghan K. Bachman, City Clerk





City Council Meeting  
7:00 p.m., Tuesday, February 18, 2025  
23600 Liberty Street  
Farmington, MI 48335

## REGULAR MEETING MINUTES

A meeting of the Farmington City Council was held on February 18, 2025, at 23600 Liberty Street, Farmington, Michigan. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:12 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:

Assistant City Manager, Chris Weber  
City Clerk, Meaghan Bachman  
DPW Superintendent, Chuck Eudy  
City Treasurer, Jaime Pohlman  
City Attorney, Tom Schultz

### 2. PLEDGE OF ALLEGIANCE

### 3. APPROVAL OF THE AGENDA

Motion by Balk  
Seconded by Taylor

Resolved, move to approve the regular agenda as presented.

Motion carried unanimously 5-0

### 4. APPROVAL OF THE CONSENT AGENDA

Motion by Balk  
Seconded by Taylor

#### APPROVAL OF ITEMS ON CONSENT AGENDA

- A. City of Farmington Minutes
- B. Farmington Monthly Payments Report
- C. Farmington Public Safety Monthly Report
- D. Board and Commission Reappointments

- E. Pathways Committee Resignation
- F. DDA ByLaws update
- G. Beautification Committee Appointment: Faye Schuette
- H. Special Events:
  - 1. Library
  - 2. Crop Walk
  - 3. South Farmington Baseball Parade

Resolved, move to approve the consent agenda as presented.

Motion carried unanimously 5-0

**5. PUBLIC COMMENT**

Mike Sweeney of the Emergency Preparedness Committee presented the tip of the month: How to prepare pets for winter.

**6. PRESENTATION/PUBLIC HEARINGS**

Events 360: Founders Festival – Julie Law and Jenna Smith-Susewitz presented Council with an update for the 2025 Founders Festival. The festival will be held on July 17-19, 2025 in Downtown Farmington. Discussion was held regarding the latest updates and events that will take place during the festival. It was noted the festival Special Event Application will be presented to Council for approval at the March 17th meeting, by Mayor Pro-Tem Balk. Some of the discussions included hosting a Bingo event, Warner Masion Porch Party, South Farmington Baseball Fundraiser, Color Run, the Mayor inquired about Bicentennial Activities, Kids Zone, a talent show, and other items. A discussion was had regarding Events 360 communicating better with the city and the community members interested in event participation.

- A. RRRASOC Update - Resource Recovery and Recycling Authority of Southwest Oakland County, General Manager Mike Csapo presented an update on Farmington's 2024 progress. Some of the metrics included:

- 740 tons of material recycled
  - Farmington had a higher residential recycling rate than the Michigan average. Recycling rate in Farmington was 51.3%; rate in Michigan was 23%
- 1,208 tons of yard waste composted
- 3,824 tons of solid waste

**7A. NEW BUSINESS - Purchase of replacement van for water & sewer**

Motion by Balk

Seconded by Taylor

Resolved, move to authorize the purchase of a 2025 Ram 2500 ProMaster C/V HR 136 wb from LaFontaine CDJR-Lansing in the amount of \$49,699.00.

Roll Call Vote:

Yeas: Balk, LaRussa, Parkins, Schneemann, Taylor

Nays: None

Motion carried unanimously 5-0

**7B. NEW BUSINESS - Salt storage structure deposit**

Motion by Balk

Seconded by Parkins

Resolved, move to approve the deposit to Clear Heights Construction LLC in the amount of \$187,315.45 for the reconstruction of the Salt Storage Structure, located at 33720 W. 9 Mile Road.

Roll Call Vote:

Yeas: LaRussa, Parkins, Schneemann, Taylor, Balk

Nays: None

Motion carried unanimously 5-0

**8. OTHER BUSINESS**

No other business was heard.

**9. PUBLIC COMMENT**

No members of the public spoke.

**10. COUNCIL COMMENT**

Mayor LaRussa thanked Assistant City Manager Weber for stepping in for the meeting.

**11. Adjournment**

Motion by Balk

Seconded by Taylor

Resolved, move to adjourn the meeting at 8:16 p.m.

Motion carried unanimously 5-0

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Joe LaRussa, Mayor

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Meaghan K. Bachman, City Clerk



City Council Meeting  
7:00 p.m., Monday, March 3, 2025  
23600 Liberty Street  
Farmington, MI 48335

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## REGULAR MEETING MINUTES

A meeting of the Farmington City Council was held on March 3, 2025, at 23600 Liberty Street, Farmington, Michigan. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:02 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	Excused	
Maria Taylor	Councilmember	Present	

#### City Administration Present:

Assistant City Manager, Chris Weber  
City Clerk, Meaghan Bachman  
City Treasurer, Jaime Pohlman  
DDA Director, Kate Knight  
City Attorney, Beth Saarela  
City Attorney, Tom Schultz

### 2. APPROVAL OF THE AGENDA

Motion by Balk  
Seconded by Taylor

Resolved, move to approve the regular agenda as presented.

Motion carried unanimously 5-0

### 3. PUBLIC COMMENT

Jose Morell of 23218 Prospect voiced concern regarding the traffic not stopping, speeding, and not fully stopping at the stop sign at, the intersection of Prospect and Shiawassee.

Victoria Kirby of 24935 Oakland asked Council to consider amending the ordinance to allow backyard chickens.

Della James of 33250 Freedom Road praised the Public Safety department, specifically the ambulance service, when she needed their assistance.

**4. Downtown Development Authority Board of Directors Interviews**

6:00 p.m.: Karlyn Kassidy

6:15 p.m.: Ula Kajtoch

6:30 p.m. Alison Butala – Unable to attend this meeting

6:45 p.m.: Abhijit Nikhade

No action was taken on this item

**5. Farmington Downtown Development Authority Reappointments**

Motion by Balk

Seconded by Taylor

Resolved, move to reappoint Farmington Downtown Development Authority Board Members Todd Craft and Claire Perko each to another 4-term on the board, ending Feb. 28, 2029.

Motion carried unanimously 4-0

**6. Purchase of Computers**

Motion by Taylor

Seconded by Parkins

Resolved, move to Approve the Purchase of 13 Computers from Dell for \$9,919.91 plus an additional \$1,000 for price contingency.

Roll Call Vote:

Yeas: Balk, LaRussa, Parkins, Taylor

Nays: None

Motion carried unanimously 4-0

**7. OTHER BUSINESS**

Assistant City Manager Chris Weber presented other business as follows:

- He announced the Ordinance Officer Scott Tippet is retiring. It was discussed that moving forward the position will include Building Inspector responsibilities along with Ordinance Enforcement. The position will also be full time.
- The Civic Theater was briefly discussed with options for its future that could possibly include a private entity managing the operations.
- A grant opportunity for local business owners, Fired and Fused was discussed
- Another grant was announced and awarded for improvements to bus stops around town. The grant is \$80k with a \$20K match from the city.

Mayor Pro-Tem Balk gave an update on communications with the upcoming Founders Festival.

**8. PUBLIC COMMENT**

No members of the public spoke.

**9. Closed Session: Discussion of acquisition of property**

Motion by Taylor

Seconded by Parkins

Resolved, move to convene into closed session at 8:26 PM to discuss acquisition of property.

Roll Call Vote:

Yeas: LaRussa, Parkins, Taylor, Balk

Nays: None

Motion carried unanimously 4-0

Motion by Taylor

Seconded by Balk

Resolved, move to convene back into the regular council meeting at 8:46 PM>

Motion carried unanimously 4-0

**10. COUNCIL COMMENT**

Councilmember Taylor thanked Mayor Pro-Tem Balk for for working with Events 360 for the Founders Festival.

Mayor LaRussa spoke of the SIFI Townhall meeting and noted he requested a map indicating the locations where construction crews would be working. He noted a map was sent to him, but didn't include the information requested, so he is asking them for an updated map.

**11. Adjournment**

Motion by Balk  
Seconded by Taylor

Resolved, move to adjourn the meeting at 8:16 p.m.

Motion carried unanimously 5-0

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Joe LaRussa, Mayor

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Meaghan K. Bachman, City Clerk



# CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

## MONTH OF FEBRUARY 2025

FUND #	FUND NAME	AMOUNT:
101	GENERAL FUND	\$ 385,477.13
202	MAJOR STREET FUND	\$ 9,615.38
203	LOCAL STREET FUND	\$ 1,058.72
285	AMERICAN RESCUE ACT	\$ 1,432.17
401	CAPITAL IMPROVEMENT MILLAGE	\$ 200,682.23
592	WATER & SEWER FUND	\$ 190,872.24
595	FARMINGTON COMMUNITY THEATER FUND	\$ 21,675.78
640	DPW EQUIPMENT REVOLVING FUND	\$ 14,910.50
701	AGENCY FUND	\$ 4,380.00
703	CURRENT TAX COLLECTION FUND	\$ 805.69
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 41,152.26
	TOTAL CITY PAYMENTS ISSUED:	\$ 872,062.10
136	47TH DISTRICT COURT FUND	\$ 66,077.48
244	CORRIDOR IMPROVEMENT AUTHORITY FUND	\$ 1,600.00
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 19,461.28
	TOTAL OTHER ENTITIES PAYMENTS ISSUED:	\$ 87,138.76
	TOTAL PAYMENTS ISSUED	\$ 959,200.86

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

# CITY OF FARMINGTON - ACH PAYMENTS REPORT

**MONTH OF FEBRUARY 2025**

TRANSFER FROM:	TRANSFER TO:	DESCRIPTION:	AMOUNT:
Agency Tax	Farmington Public Schools	Tax Payment #18	221,165.67
Agency Tax	Oakland County	Tax Payment #18	51,248.64
Agency Tax	Farmington Comm. Library	Tax Payment #18	12,955.95
Agency Tax	Farmington Public Schools	Tax Payment #19	354,243.74
Agency Tax	Oakland County	Tax Payment #19	83,337.83
Agency Tax	Farmington Comm. Library	Tax Payment #19	20,984.22
Agency Tax	Farmington Public Schools	Tax Payment #20	331,729.71
Agency Tax	Oakland County	Tax Payment #20	108,996.35
Agency Tax	Farmington Comm. Library	Tax Payment #20	25,753.12
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	269,769.76
General Fund	Federal Gov't	W/H & FICA Payroll	89,729.46
General Fund	MERS	Retirement Plans	167,949.94
General Fund	Total Administrative Services Corp.	Flexible Spending Accounts	3,428.06
General Fund	JP Morgan Chase	Banking Fees	10,885.00
		TOTAL CITY ACH TRANSFERS	1,752,177.45
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	99,763.23
Court Fund	Federal Gov't	W/H & FICA Payroll	32,211.31
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	1,943.78
Court Fund	MissionSquare	Retirement Plans	9,255.71



# Farmington Public Safety Department

Public Safety Director Bob Houhanisin

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## February 2025 Public Safety Incidents

### Homicide

On 02/02/2025 at approximately 5:00 PM officers were dispatched to the 22900 block of Warner St for a reported assault in progress. Upon arrival officers located a victim who had an apparent gunshot wound. According to witness statements, the shooter had retreated into a home on Warner Street. Oakland County SWAT responded to the scene, made entry and located the suspect deceased from an apparent self-inflicted gunshot wound.

### Operating While Intoxicated 3<sup>rd</sup> Offense

On 02/07/2025 at approximately 4:15 AM, officers were on routine patrol of Farmington near Cloverdale when they observed a vehicle traveling at a high rate of speed on Farmington Rd. Officers initiated a traffic stop and their investigation led to the driver, a 40 year old males arrest for operating while intoxicated 3<sup>rd</sup> offense, open container of alcohol, driving while license suspended and false ID to police officer. He was lodged until sober and released pending a warrant consideration from the Oakland County Prosecutors office.

### Pass Counterfeit Bills

On 02/10/2025 at approximately 08:30 PM officers were dispatched to the 22400 block of Farmington Rd. for a report of a subject that had passed a counterfeit bill. Officers were met by Farmington Hills Police, who had a suspect in custody for attempting to pass the same bill at another business earlier in the night. The suspect, a 28-year-old female passed a \$100 bill believed to be counterfeit. She was taken into custody, processed and released pending a review of the charges by the Oakland County Prosecutors office.

### Defrauding an Innkeeper

On 02/15/2025 at approximately 6:13 PM Farmington Public Safety Officers were dispatched to The Crazy Crab for a female suspect in her mid-20's that left the restaurant with a to go order without paying. Video surveillance shows a female suspect walk up to the hostess stand, grab a to go order, and walk out without paying. The case has been turned over to the detective bureau for follow up.

### Smoke Investigation

On 02/19/2025 at approximately 5:45 PM officers were dispatched to a fire alarm in the 32900 block of Grand River. Officers arrived and found smoke in the hallway of the apartment building. Further investigation revealed the source of the smoke as a careless cook. Officers ventilated the building, and residents were able to reenter their homes. There were no injuries reported.



### Operating Under the Influence of Drugs

On 02/22/2025 at approximately midnight, an officer observed a traffic violation and attempted to stop the vehicle on Grand River near Drake. The vehicle continued until coming to a stop at Grand River and Halsted. Officers contacted the driver, and an investigation led to their arrest for suspicion of driving under the influence of drugs. The case has been forwarded to the city prosecutor for warrant consideration. The suspect, a 30-year-old male was held until sober and released pending charges.

### Operating Under The influence of Narcotics (OUIN) and resisting an officer

On 02/28/2025 at approximately 9:45 PM an officer conducted a traffic stop with a vehicle at Grand River and Farmington for improper lane use and no lights. Upon contacting the driver, the officer observed the 27-year-old male to have glassy eyes, and an odor of marijuana emanated from the vehicle. The driver failed field sobriety tests and was arrested for OUIN. The vehicle was impounded, and a blood draw was conducted at Corwell Hospital pursuant to a search warrant. The driver was held until sober, and he received a citation for Operating u/influence of drugs and resisting an officer. Compliance controls were utilized to handcuff the driver.

### Gas Leak

On 02/27/2025 at approximately 2:46 PM officers were dispatched to a residence on Maple Street for a gas leak. A fiber optic company was digging in the area to install fiber optic lines and struck a gas line. A perimeter was established, and area residences were evacuated. Consumers Energy was contacted, and the scene was TOT them upon their arrival.

### Structure Fire

On 02/24/2025 at approximately 7:40 AM officers were dispatched to a residence on Alta Loma Street for a structure fire. Upon arrival, officers discovered plastic items placed on an ignited stove burner were aflame. The fire was extinguished with a light water can and the residence ventilated. The stove was unplugged and moved from the wall.

#### CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
685	199	67	14	25
OWI	OUID	DWLS	WARRANT	FELONY
5	2	9	26	5



<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> March 17, 2025	<b>Item Number 4D</b>
<b>Submitted by:</b> Melissa Andrade, Assistant to the City Manager		
<b>Agenda Topic:</b> Appointment to the Emergency Preparedness Committee		
<b>Proposed Motion:</b> Appoint Dr. Harrison Igwe to the Emergency Preparedness Committee for a 3-year term ending February 1, 2028.		
<b>Background:</b> EPC member Cassandra Williams decided not to seek reappointment leaving a vacancy on the EPC. Dr. Harrison Igwe has served on the EPC as an alternate since June 5, 2023. He has nearly attended all of the meetings and provides valuable input. The committee chair would like to see him move into a regular seat.  Dr. Igwe's term as an alternate was up Feb. 1, 2025. This will leave a vacancy for an alternate.		
<b>Materials:</b>		

<b>Farmington City Council Agenda Item</b>	<b>Council Meeting Date:</b> March 17, 2025	<b>Item Number 6A</b>
<b>Submitted by:</b> Founders Festival Committee		
<b><u>Agenda Topic</u></b> 2025 Founders Festival		
<b><u>Proposed Motion</u></b> Move to approve the Founders Festival Special Event Application and Resolution for the 2025 Farmington Founders Festival to be held in downtown Farmington July 17 - 19.		
<b><u>Background</u></b> Farmington Founders Festival is an annual event. The 2025 event will be July 17 -19.		
<b><u>Materials Attached</u></b> Special Events Application		



March 12, 2025

City of Farmington  
Members of City Council  
23600 Liberty Street  
Farmington, MI 48335

Re: Farmington Founders Festival 2025

Dear City Council:

360 Event Productions is excited to bring the Farmington Founders Festival back to Downtown Farmington in 2025.

Below are the feature events and locations. Attached is the festival layout

- Fido Fest ~ Riley Park ~ Friday/Saturday
  - Ultimate Air Dogs - Dock Diving Competition
  - K9 Star Productions Variety Show
  - Dog Contests throughout the day
  - Vendors
  - Local Rescue Groups
- Beer Tent/Live Music ~ Fresh Thyme Parking Lot ~ Thursday/Friday/Saturday
  - Entertainment Schedule:
    - Thursday - Power Play Detroit
    - Friday - Sunset Blvd
    - Saturday - Fifty Amp Fuse
  - Support from Farmington Baseball League
- Food Court ~ Fresh Thyme Parking Lot ~ Thursday/Friday/Saturday
- Bingo ~ Fresh Thyme Parking Lot (inside Beer Tent area) ~ Saturday 2pm-5pm
- Cornhole Tournament ~ Fresh Thyme Parking Lot (inside Beer Tent Area) ~ Saturday 12noon - 5pm
  - Hosted by Adam Sinkus of MI Chaos Cornhole
- Farmington Talent Show ~ Fresh Thyme Parking Lot (Main Stage) ~ Saturday
  - Farmington School of Rock will be participating in production process
- Crafters Market ~ Farmington Road/Alleyway ~ Friday/Saturday
- Kids Zone ~ Parking Lot off State & Farmington (CVS lot) ~ Friday/Saturday
  - Bounce Zone
  - MichLug Lego Exhibit
  - Farmington Baseball Pitch Radar and Batting Cage Fundraiser
  - Foam Party
- Touch a Truck ~ State Street ~ Friday
- Parade ~ Grand River ~ Saturday
  - 2025 Theme: Movie Mania

- Parade Grand Marshall
  - Application deadline June 16, 2025
  - Announce June 20, 2025
- Parade Volunteer Team led by Roger Avie
- Parade Announcements read by Annette Compo
- 5K Run ~ Detailed route in map ~ Saturday
- Warner Mansion Kickoff Party ~ Warner Mansion Wednesday prior to the festival
  - Hosted by Historical Commission - Laura Myers

#### Marketing and Signage

A dedicated work plan will be in place for marketing and signage to clearly communicate the location of the event. Plans will include banners, posters and flyers throughout the downtown and within businesses. We will utilize press and social media along with a dedicated website and Facebook page to inform guests of the location including maps of the area.

#### Communications to Downtown Businesses

As in the past, 360 Event Productions is encouraging the DDA businesses and surrounding businesses to get involved in the festival with their own sales and celebrations within their own establishments that highlight their businesses and encourage guests to experience the downtown area. Incorporated this year will be local breweries at the Beer Tent.

360 Event Productions would like to thank the City Council for your support entrusting us with your hometown festival. We strive to continue to make the Farmington Founders Festival a family destination for years to come!

Thank you,  
Julie Law  
President  
360 Event Productions

### **Road/Parking Lot Closure Requests**

#### **Wednesday at 8am - Sunday 5pm**

- Fresh Thyme Parking Lot (Beer Tent/Food Court/Bingo/Farmington Talent Show)

#### **Thursday Morning 8am- Sunday 12 noon**

- Barricades enclosing Parking Area behind Riley Park.
- Barricade on Farmington Road at Grand River.
- Barricade on Farmington Road, just north of Orchard Street. Allow traffic to turn onto the street in front of Fresh Thyme and access CVS parking lot. Barricade entrance into the parking lot (Food Court Area).
- Barricade on State Street east of the alleyway between Farmington Road and Liberty Street.
- Barricade portion of CVS parking lot
- Barricade in parking area leading to Riley Park and by Starbucks off of Grand River.
- Barricade Parking lot behind Riley Park.
- Barricades in CVS parking lot to prevent people exiting out the north entrance onto Farmington.



- Barricades to enclose the parking lot behind Joe's Headquarters.
- Barricades to enclose street in front of Starbucks / Bulldog's Cheesesteaks (Formerly Tubby's)

**Parade Closures Saturday 6am - 12 noon**

- Grand River from Orchard Lake Road to Farmington Road

**5k Color Run Closures 6am - 12 noon**

- Run Route begins at Shiawassee Park on Power Road and travels to Cloverdale.  
Cloverdale to Hayden to Slocum Drive.
- Slocum to Farmington Road, to Alta Loma Drive.
- Alta Loma to Wilmarth Ave.
- Wilmarth Ave. to Oakland, Oakland to Grand River.
- Grand River Ave all the way back to Power and Power back to Shiawassee Park.

\*\*\*\*All roads that intersect with this route will need to be barricaded along the route to ensure a safe path for all runners. Please see attached map.



Event Name Farmington Founders Festival

CITY USE ONLY

Approval Needed:

☐ City Manager

☐ City Council

☐ Approved

☐ 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 Founders Festival

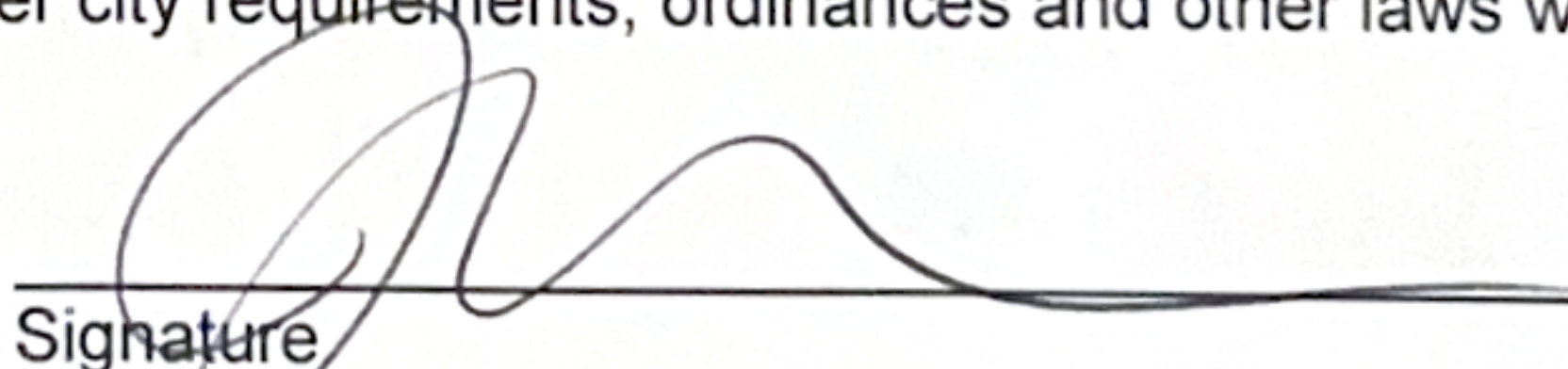
CERTIFICATION AND SIGNATURE: I understand and agree on behalf of myself or the sponsoring organization, the following:

- 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.

2/12/25  
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: 360 Event Productions

Individual/Organization Phone: 313-400-7952

Individual/Organization Address: 142 Maple St., Wyandotte, MI 48192

Organization's Contact: Julie Law Phone: 313-402-5657

Contact's Title: President E-mail: jlaw@360eventproductions.com

Address: 142 Maple St., Wyandotte, MI 48192

Event Name: Farmington Founders Festival

- Type of Event:
- |   |  |
|---|--|
| <input type="radio"/> Sponsored/City Operated   | <input checked="" type="radio"/> Co-Sponsored (all parties must provide info and sign application) |
| <input 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)   |

Beer Tent, Bingo, Craft Show, Dog Festival, Kids Zone, Parade and 5K Run on Grand River on Saturday.

Riley Park Permit Fee:

\$100 residents/\$200 non-residents



Event Purpose: Promote and Celebrate the Community of Farmington.

Event Dates: July 17-19, 2025

Event Times: 7/17 5pm-11pm, 7/18 10am-11pm, 7/19 10am-11pm

Event Location: Downtown Farmington

Number of People Expected: 50,000+

Contact Person on Day of Event: Julie Law / Jenna (Smith) Susewitz

Phone: 313-402-5657 / 313-400-7952

Email: jlaw@360eventproductions.com / jenna@360eventproductions.com

Estimated Time of Setup: Beer Tent area Wednesday / All other areas Thursday morning.

Estimated Time of Cleanup: Monday Morning

Crowd Control Plans:

Beer tent area fenced with security team placed throughout the event along with strolling police presence.

Sidewalk use? ☐ YES ☒ NO

If yes, describe sidewalk use:

N/A



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

☒ YES ☐ NO

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

Vendor Parking behind Fresh Thyme

Will street closures be necessary? ☒ YES ☐ NO

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

See attached letter for details:

- Fresh Thyme lot
- Farmington Insurance lot
- Farmington Road
- State Street
- Grand River
- Color Run Route
- Paddle Route
- CVS Parking lot

Will music be provided? ☒ YES ☐ NO

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

Professional sound equipment from audio company at Main Stage located in parking lot off Main in front of Fresh Thyme.

Will electricity be needed for the event? ☒ YES ☐ NO



Will the following be constructed or located in event area?

Booths	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value="80 - 100"/>
Tents/Canopies	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value="3"/>
Rides	<input type="radio"/> YES	<input checked="" type="radio"/> NO	Quantity: <input type="text" value=""/>
Tables	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value="70"/>
Portable Toilets	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value="30"/>
Inflatables	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value="8"/>
Food Vending	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value="8"/>
Other Vendors	<input type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value=""/>

Other (describe)

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:

The Indian Express, Keaik's Mediterranean Halal Food Truck, Jackson's 5 Star Catering Elephant Ears, Olive Thyme Catering, All City Dogs, Different Twist Pretzel, Heights Brewing BBQ

\*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:

Communications will be sent to local businesses within the central business area regarding the event.

**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.

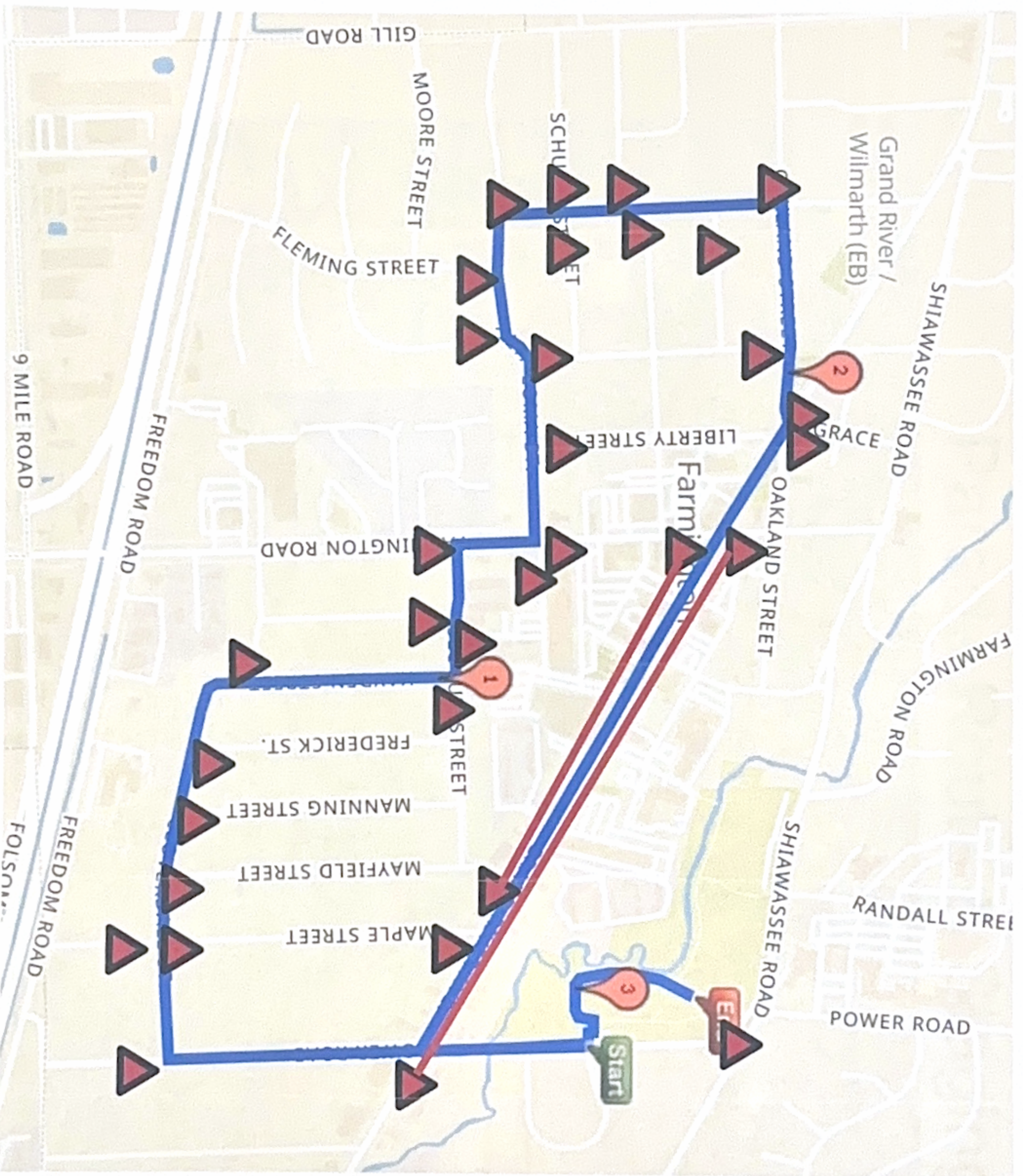
Checks can be dropped off or mailed to the City Manager's Office at Farmington City Hall: 23600 Liberty Street, Farmington, MI 48335. Make checks payable to the "City of Farmington." There is a processing fee for credit cards payments. Credit card payments must be made at City Hall, we do not take credit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



# Color Run

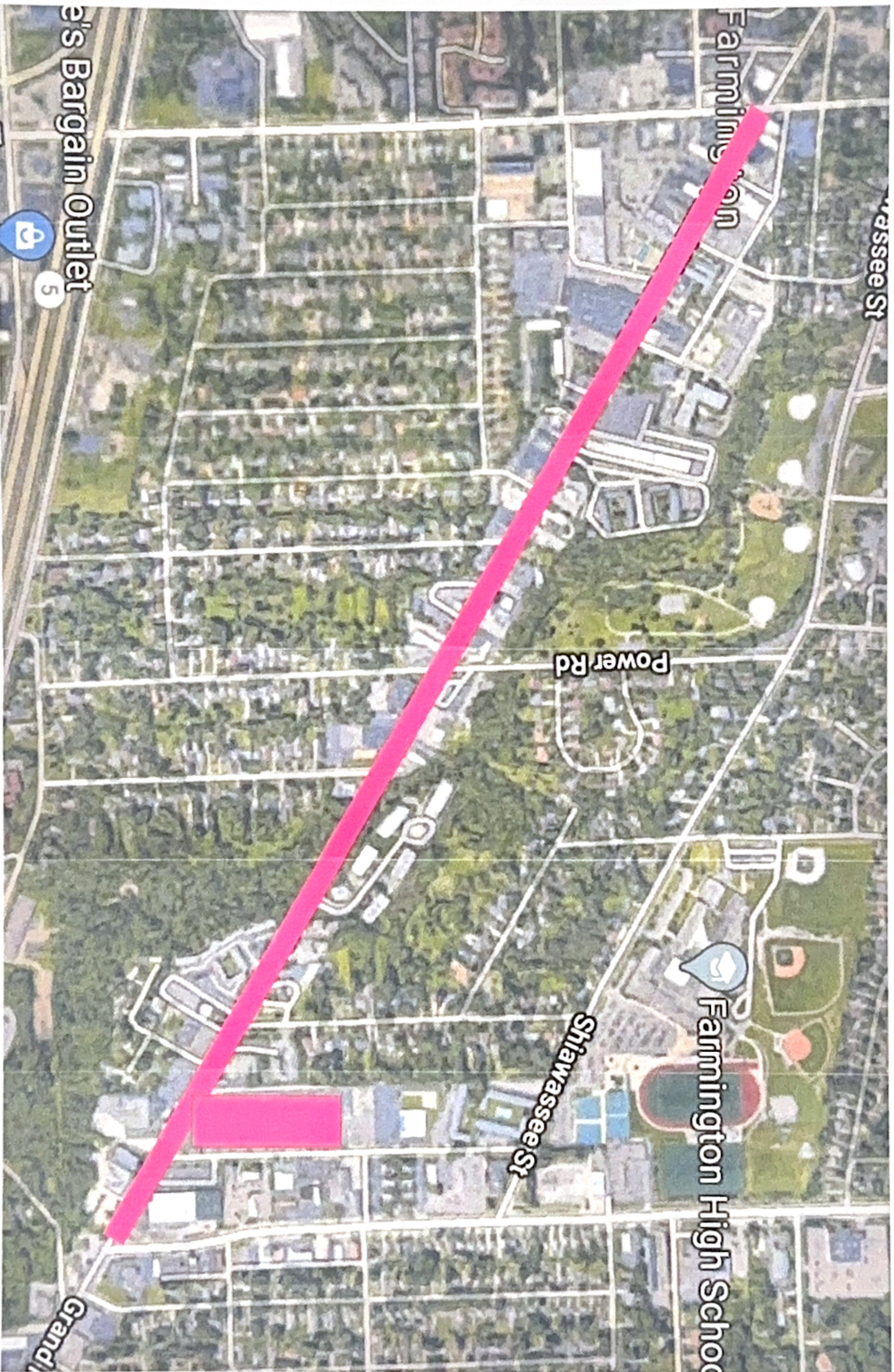


Road Closed - Barricade





# Parade Route & Staging







- Fido Fest Area



**RESOLUTION NO. XX-XX-XXX**

**RESOLUTION**

**A RESOLUTION OF THE FARMINGTON CITY COUNCIL APPROVING 360 EVENT PRODUCTIONS' *GREATER FARMINGTON FOUNDERS FESTIVAL FOR 2025* WHICH INCLUDES DATES, TIMES, LOCATIONS, AUTHORIZATION FOR ROAD CLOSURES, AND AUTHORIZATION TO APPLY FOR A TEMPORARY LIQUOR LICENSE.**

WHEREAS, 360 Event Productions has prepared for the 2025 Greater Farmington Founders Festival; and

WHEREAS, the proposed event will require authorization from the City Council to close roads and parking lots for certain events and to authorize 360 Event Productions to apply for a temporary liquor license.

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council hereby approves 360 Event Productions' request to hold the 2025 Greater Farmington Founders Festival with the following conditions:

**1. Days:** Thursday, July 17 - Saturday, July 19

**2. Hours of Operation:**

July 17: 5 p.m. -11 p.m.

July 18: 10 a.m. – 11 p.m.

July 19: 10 a.m. – 11 p.m.

**3. Location:** Beginning July 17 through July 19

- a. Fresh Thyme Parking Lot
- b. Riley Park
- c. Farmington Road
- d. Parking Lot off State & Farmington
- e. Portion of State Street
- f. Grand River Ave for parade only

**4. Temporary Liquor Licenses:** Authorize a nonprofit organization to apply for a temporary liquor licenses July 17 thru July 19, 2025 for the Beer Tent.

**5. Other Authorizations**

- a. Authorize the Department of Public Safety to apply for the permit necessary to close Grand River Avenue from 7 a.m. until 1 p.m. on Saturday, July 19 for the purpose of conducting parade activities and the Color Run.
- b. Hold the State of Michigan Department of Transportation harmless for liability, which may result in the closing of Grand River and authorize City departments to provide the service required for the Farmington Founders Festival.

**RESULT:     APPROVED [UNANIMOUS]**

**MOVER:**

**SECONDER:**

**AYES:**

**ABSENT:**

I, Meaghan Bachman, 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, March 17, 2025 in the City of Farmington, Oakland County, Michigan.

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Meaghan Bachman, City Clerk

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> March 17, 2025	<b>Item Number 7A</b>
<b>Submitted by:</b> Charles Eudy, Superintendent		
<b>Agenda Topic:</b> Grove Street, Thomas Street, Oakland Avenue, and Warner Street Decertification from Act 51 Major Street to Certification as Local Streets		
<b>Proposed Motion:</b> Move to approve: <ol style="list-style-type: none"> <li>1) Decertification resolution for segments of Grove Street, Thomas Street, Oakland Avenue, and Warner Street as a major street; and,</li> <li>2) Approve certifying those streets as local streets; and,</li> <li>3) Provide Michigan Department of Transportation (MDOT) the required documentation for the decertification/recertification.</li> </ol>		
<b>Background:</b> <p>This year, Michigan Department of Transportation (MDOT) is requiring Cities and Villages to verify streets classified as “Major” streets meet the Uniform Criteria for Major Streets. If a street does not meet the requirements for a major street, the street shall be reclassified as a local street or establish a plan to improve those streets within 5 years to meet the major street requirements. Streets reclassified as local street, will result in a reduction of MDOT Act 51 funding in the amount of \$8,800. If a street is designated as a major street, and it does not meet the major street criteria, MDOT could suspend distribution of Act 51 funding to that community.</p> <p>Due to changes in design (on street parking) and MDOT providing a concise description of major street requirements, several streets do not meet the major street requirements, and the City of Farmington will not be able to reconstruct those streets to meet the major street requirements within 5 years.</p> <p><u>Streets to be recertified as Local Streets:</u>  Grove Street from Orchard Street to Grand River Ave.  Thomas Street from Farmington Road to School Street  Oakland Ave from Grand River Ave to Farmington Road  Warner Street to Thomas Street to Grand River Ave.</p> <p>MDOT requires the Act 51 street milage certification to be completed by April 19, 2025. MDOT will revise the street map indicating the street classification change.</p>		
<b>Materials:</b> Resolution to decertify major streets Street Map Street width requirements Form 2008A Form 2008B		

**CITY OF FARMINGTON**

**COUNTY OF OAKLAND, MICHIGAN**

**RESOLUTION NO. \_\_\_\_\_**

**MAJOR STREET DECERTIFICATION**

**OAKLAND AVE, THOMAS STREET, WARNER STREET, GROVE STREET**

Minutes of a meeting of the City Council of the City of Farmington, County of Oakland, Michigan,  
held in the City Hall of said City on \_\_\_\_\_, at 7:00 o'clock P.M.

PRESENT:

ABSENT:

The following preamble and Resolution were offered by Councilmember \_\_\_\_\_ and supported  
by Councilmember \_\_\_\_\_.

WHEREAS; the City's Act 51 Program Manager is requesting formal acceptance of change  
of major street classification, and,

WHEREAS; that said streets are located within a City right-of-way that is under the control  
of the City of Farmington, and,

WHEREAS; that Oakland Avenue from Grand River Avenue to Farmington Road,  
Thomas Street from Farmington Road to School Street,  
Warner Street from Grand River Avenue to Thomas Street,  
Grove Street from Orchard Street to Grand River Avenue  
do not meet the Michigan Department of Transportation Uniform Criteria  
for Major Streets.

NOW THEREFORE, IT IS THEREFORE RESOLVED that the Mayor and City of Farmington City  
Council hereby accept the streets listed be reclassified as local streets and direct such be included  
in the City's local street system.

AYES:

NAYS: None

RESOLUTION DECLARED ADOPTED.

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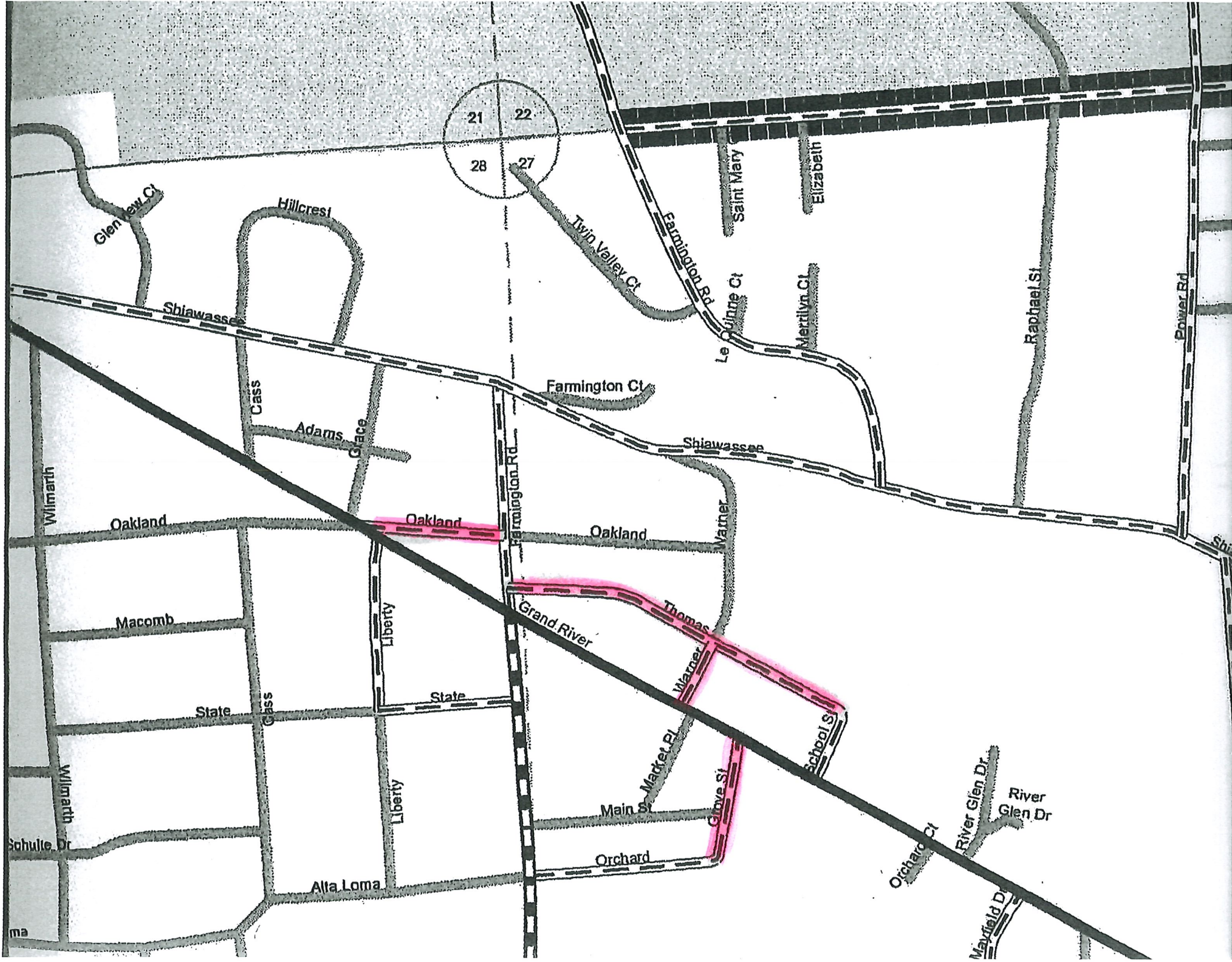
Meaghan Bachman, City Clerk

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Farmington, County of Oakland, and State of Michigan, at a regular meeting held this \_\_\_\_\_ and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

\_\_\_\_\_  
Meaghan Bachman, City Clerk  
City of Farmington





## Pavement Widths

The Major Street System can generally be broken down into three categories:

1. Existing major streets.
2. Existing local streets which have been approved to be added as major streets.
3. Proposed new or reconstructed major streets.

### Category 1 - Existing Major Streets

In some instances the existing Major Street System throughout the state is not functioning as intended, due to excessive on-street parking and sub-standard roadway widths. Such deficiencies materially decrease capacity, impede traffic flow, and increase the crash potential to both the traveling public and pedestrians.

As a minimum, an existing Major Street must have at least two 10-foot lanes, unencumbered by parked vehicles. The minimum through pavement width is 20 feet.

The following minimum criteria will apply, in order to maintain an effective and safe existing Major Street Network.

Curbed Streets	Face to Face of Curb
Parallel parking - one side	28*
Parallel parking - both sides	36*
Diagonal & perpendicular parking	Not permitted**
Non-Curbed Streets	Pavement Width
Parallel parking on pavement - one side	28*
Parallel parking on pavement - both sides	36*
Diagonal & perpendicular parking	Not permitted**

\* Add at least one foot to these widths for average daily traffic volumes in excess of 5,000 or peak hour two-way traffic volumes in excess of 600.

\*\* Upon approval by the Department, existing diagonal or perpendicular parking may be allowed to continue in extenuating local circumstances where traffic conditions and crash experience justify such continuance.

## JUSTIFICATION

[illegible]

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: March 17, 2025</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: Minutes not yet approved DDA: February 2025 Historical: September 2024 Parking: No parking meeting in February Pathways: January 2025 Planning: February 2025 ZBA: March meeting canceled Library: February 2025 - draft Commission on Aging: January 2025 Farmington/Farmington Hills Arts Commission: January 2025 Commission on Children, Youth and Families: February 2025 Emergency Preparedness Committee: January 2025</p>		



8:00AM Wednesday, Feb 5, 2025  
City Hall Conference Room  
23600 Liberty Street  
Farmington, MI 48335

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## REGULAR AGENDA

### 1. Roll Call

Present: Donovan Singleton, Sean Murphy, Claire Perko, Todd Craft, Johnna Balk, James McLaughlan, Linda Deskins

Others Present: Kate Knight, Jess Westendorf, Tim Colbeck (Main Street Oakland County)

Absent: Tom Pascaris, Shawn Kavanagh

### 2. Approval of Consent Agenda

a. **Minutes: January 8, 2025 Regular Meeting**

b. **Minutes: September 25, 2024 DDA Public Art Committee Meeting**

c. **Minutes: December 19, 2024 DDA Design Committee Meeting**

d. **Minutes: December 6, 2024 DDA Executive and Org Committee Meeting**

e. **Memo: Date change for March Regular Meeting from March 5 to March 12**

Motion by Balk, seconded by Deskins to approve the items on the consent agenda. Motion passes unanimously.

### 3. Approval of Regular Agenda

Motion by McLaughlan, seconded by Singleton to approve the items on the regular agenda.

Motion passes unanimously.

### 4. Public Comment

Opened and closed by craft at 8:04am

### 5. Financial Report

Overview by Knight

### 6. Executive Director Report

Main Street accreditation is February 21<sup>st</sup> and we will be welcoming leadership team from Main Street National.

Construction continues at Masons Corner. Consumers Energy denied attaching natural gas line because of deterioration of Masons' gas line, so we will re-pipe the Masons' connection which is a win-win. Masons Corner opening on February 21<sup>st</sup> with Main Street accreditation and Patronicity donors' party. Downtown Master Plan process kicked off January 28, simultaneous effort with the City Master Plan and Parks and Recreation Plan.

### 7. Approval of Main Street Accreditation Agenda

**Motion to approve, McLaughlan, Support, Singleton. Motion passes unanimously.**

### 8. Consideration to Amend DDA By-Laws

Board discussed amending the by-laws from a two-term limit to a three-term limit.

**Motion to approve, Singleton, Support, Murphy via roll call.**

### 9. Approval of FY 2024-25 Work Plan

**Motion to approve, Singleton, Support, Balk. Motion passes unanimously.**

**10. Consideration to Approve Sign Grant to Sante' Wine Tasting Room**  
**Motion to approve, Perko, Support, Deskins. Motion passes unanimously via roll call.**

**11. Committee Updates:**

**a. Promotions Committee**

Year in Review and merchant organization

**b. Organization Committee**

Celebrated Linda Deskins's last board meeting.

**c. Business Development Committee**

Singleton updated. Oakland Thrive request for assistance through the portal to understand the process. Discussed incubation project. Detroit apparel retailer is close to finalizing spot in BellaNora Building.

**d. Design Committee**

Perko updated. Reviewed concepts for Thomas Street parking lot reconfiguration and connection from Cannelle to RLT Books. Meeting on 2/13 to discuss Art Park Promenade. Mason Corner is in progress.

**e. Public Art Committee**

Perko updated. Continue to move around the Faces of Farmington. Currently located at Apricot Lane. Much art to celebrate now. Riley Park sculptures change will come up quickly. City Hall art is out for submission.

**12. Other Business**

Main Street Award catalog from 2025. Historical preservation project at Masonic Lodge is a strong candidate. Consulting through Ron Campbell is a huge contribution to our district. Sneak peek of enamel pins and commemorative coins that will be distributed during Masons Corner donor party.

McLaughlan, recognizes Linda as a fantastic mentor and congrats on retirement filled with travel.

Craft recognizes Linda and her efforts.

Murphy, echoing everything said about Linda. A happy warrior. Her contributions will be long-lasting.

Murphy, Craft is a tremendous leader and it would have been a huge loss for him to leave right now.

Craft looking forward to serving another term and continuing the momentum.

**13. Board Comment**

**14. Adjournment**

**Motion to approve, Balk, Support, Singleton**

*Dates of Interest:*

*February 21, 2025 Main Street Accreditation, 8:00am-all day*

*Patronicity Donor Thank You Opening Event Masons Corner, 6-8pm*

*March 4, Michigan Downtown Association Legislative Advocacy Day, Lansing*

*March 5, Michigan Downtown Association Spring Workshop, Lansing*

*Change of March 5 to March 12, 2025 Regular DDA Board Meeting, 8:00am*



## **HISTORICAL COMMISSION REGULAR MEETING**

### **Minutes**

**September 26, 2024**

1. Meeting was called to order at 7:05pm
2. Roll call: Laura Myers, Jill Keller, Brandon Porterfield, Robert Senn, David Murphy
3. Approval of amended agenda: Robert motioned to approve and Brandon second, all ayes
4. Public Comment: none
5. Approval of minutes from 6/27/2024: Brandon motioned to approve and Robert second, all ayes
6. Financial report: the grant money used for the repairs to Governor Warner Mansion stays with the state of Michigan and we request payment as work is completed or underway
7. Warner Mansion upcoming activities:
  - a. Holly days in December
  - b. Mansion improvement work
  - c. Rummage sale on October 11th and 12th at the mansion carriage house – volunteers to help are welcomed. Please let Laura know if you know someone or you yourself are interested.
8. New Business:
  - a. Addition to the southwest corner of the First Baptist Church on Shiawassee:
    - i. The church needs to make it ADA assessable.
    - ii. They are installing a lift to be able to get wheelchairs into the basement and changing the lobby.
    - iii. The update is to the newer portion of the building.
    - iv. They will remove an office area and incorporate it into the lobby.
    - v. Keeping the historical essence to the architecture will be incorporated into the addition.
    - vi. Jill motioned to approve changes, Robert second, all ayes
  - b. Annual report to City Council:
    - i. The historic commission needs to re-look at our bi-laws and make sure they are still current to the direction of the mansion usage after the repairs are all complete. The idea is to use the mansion more as an event location instead of just a museum.
    - ii. We discussed keeping some historic artifacts in the mansion but have it shift to a more current feel. We don't want to remove all historic artifacts as it adds to the experience of the mansion.
    - iii. We discussed the need for a ramp to be built on the back of the porch to make it wheelchair assessable. We are still pushing to get wood added to the cellar door



to make it look more to the period of the house. David said he would talk to Chuck about getting these done.

- iv. Discussed getting this presented to city council at the October 21<sup>st</sup> meeting
- v. Brandon motioned to approve the push to city council, Robert second, all ayes
- c. 2024 recipient of the Dick Carvell Award: Rick Gundlach was discussed as a good recipient of this award this year for his many years of service and contributions to the city of Farmington. Jill motioned to approve, Brandon second, all ayes

9. Old Business:

- a. Historic District Survey: Rudy has 25-30 pictures left to upload and Brandon has about 25 left to upload.
- b. Collections policy: the request is that we only keep artifacts in the mansion that were from Governor Warner and during the time he lived in the mansion. We discussed that the artifacts need to be related to Farmington from significant or important figures in Farmington history. A lot of stuff needs to be removed from the mansion as not being historical or related to Farmington. Some of the artifacts need to be researched to find out if they are worth anything. The collection scope needs some wording changes that David is going to make and send to the committee for approval. We suggested allowing artifacts that are only from the timeframe 1865 to 1920, this covers when the mansion was built by P.D. Warner until the final time Fred Warner lived in the mansion.

10. Correspondence and communications: none

11. Commission Comments: Rummage sales coming up on October 11<sup>th</sup> and 12<sup>th</sup>

12. Adjournment at 8:10pm by Laura



## FARMINGTON PATHWAYS COMMITTEE

7:00 p.m.

MINUTES

JANUARY 8, 2025

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1. CALL TO ORDER: 7:02 pm

2. ROLL CALL

Present: Tim Prince, Joe VanDerZanden, Heather Davies, Jamie Palmisano, Chris Weber, Maria Taylor

Absent: Bill Gesaman

3. APPROVAL OF AGENDA

Motion to approve by Heather and supported by Jamie, approved unanimously.

4. APPROVAL OF MINUTES

a. MEETING MINUTES, DECEMBER 11, 2024

Motion to approve by Jamie and supported by Heather, approved unanimously.

5. OLD BUSINESS

a. DISCUSSION OF PRESENTATION TO CITY COUNCIL ON JANUARY 21

Tim discussed plans for the upcoming presentation with slides created by Bill, covering the purpose of the Pathways Committee, work and accomplishments on projects over the past year.

b. GRAND RIVER PEDESTRIAN CROSSING SURVEY UPDATE

Heather gave an update on responses to the survey so far, having received 375 responses so far, and is still open for additional responses.

c. NEW PATHWAYS COMMITTEE MEMBER RECRUITMENT

The open Pathways Committee position has been posted and is accepting applications. Some applications have already been received. One resident applicant, Faye, attended this meeting to observe the meeting.

d. REPOSTING OF PATHWAYS COMMITTEE EMAIL

The Pathways Committee email was reposted online in the past week to residents to bring related concerns and suggestions to the attention of the committee.

6. NEW BUSINESS

a. ANY NEW TARGET AREAS?

-Tim identified the irregular sidewalk split on Farmington Rd. north of Slocum where there are two sidewalks in front of the Citizens Bank, one continuing from the north near the road, the second leading to the door of the bank then continuing to the south while the one near the road terminates at the end of the block. Discussed the likely confusion to pedestrians and noting the possibility to be reworked in the future.

- Discussed the possibility of adding a bike line/designated pedestrian path to increase safety on York Dr. for pedestrians to access downtown, noting this street has frequent pedestrians. Identified that this street was discussed for a

possible sidewalk when Sunny Day Care and Montessori was doing reconstruction and that the south end of the street is part of their property and parking lot. Planned to check with the city attorney to explore possibilities.

b. ANY NEW CITY CONSTRUCTION PROJECTS?

The Thomas Street Project, including new sidewalks, has been approved by the City Council.

7. PUBLIC COMMENT

Faye Schuett of 23211 Cass Ave, Farmington, who has applied for the open seat on the Pathways Committee, commented that she moved to Farmington in 1993, partially attracted to the city due to the existence of sidewalks in the neighborhood, the trees and walkability of the city.

8. COMMITTEE MEMBER COMMENT

-Maria shared that the DDA has asked that they be informed ahead of future surveys like the current crosswalk survey so they may assist in informing residents.

-Maria reported that residents at a recent City Council meeting voiced support for efforts in the Gill Rd. project to slow down traffic such as road narrowing.

9. ADJOURNMENT: 7:44 pm

Next meeting: FEBRUARY 13, 2025

## FARMINGTON PLANNING COMMISSION PROCEEDINGS

23600 Liberty Street  
Farmington, Michigan  
February 10, 2025

Chairperson Perrot called the meeting to order in Council Chambers, 23600 Liberty Street, Farmington, Michigan, at 7:00 p.m. on Monday, February 10, 2025.

### **ROLL CALL**

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

A quorum of the Commission was present.

**OTHER OFFICIALS PRESENT:** Chris Weber, Assistant City Manager; Brian Belsky, Director of Media, Brian Golden, Director of Media, Bonnie Murphy, Recording Secretary.

### **APPROVAL OF ITEMS ON CONSENT AGENDA**

#### **A. January 13, 2025 Minutes**

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

### **APPROVAL OF AGENDA**

MOTION by Crutcher, seconded by Kmetzo, to approve the agenda.  
Motion carried, all ayes.

### **UNFINISHED BUSINESS**

#### **a. Discussion of 2026-2031 Capital Improvement Program and Request to Schedule Public Hearing**

Chairperson Perrot introduced this item and turned it over to staff.

Weber stated that what we're looking for today is for the Planning Commission to set a Public Hearing for Monday, March 10<sup>th</sup> at 7:00 p.m. so the public can come and weigh in on the Capital Improvement Program. The Capital Improvement Program draft is available on the website as well as City Hall if someone would like to come look it up, but before you talk about a motion, I just want to give an overview of the Capital Improvement Program. As you know, this has been in the works for the last couple of months, it's been a joint project, there's a Capital Improvement Program Steering Committee that meets that is comprised of a variety of different individuals throughout the City, they go through all the City's plans and pull out pieces of that that would need to be funded through capital dollars and then the administrative members of government also weigh in on what their

needs are. So, all this information gets compiled and put into the report that we have in draft here today, so that's up on the screen, let's go through a few pages, strictly a high level overview of what is currently in the draft.

The first page, the cover page, typically we like to display a project that's of particular significance to the City, this is the promenade park and Hillside Townes project, so on the left you have the conceptual park that runs along Grand River Avenue to Thomas Street, it is where the two homes were taken down and it will be a linear park that will feature different art installations and allow access back towards Shiawassee Park. So that development will be a Downtown Development project and they're in the design phases of that right now.

After you cross Thomas Street you'll be at the Hillside Townes development, but the Hillside Townes development accommodates this pathway that will connect up to the art promenade, take you through the development, at which point you'll take a right at the back of the development and head towards the staircase and then to Shiawassee Park. So, a big project underway and we chose it for the cover of the report.

So, as you can see this Capital Improvement Program is for the fiscal years 2026-2031, a six-year period of proposed capital improvements. Scrolling back a couple pages, you have all the members of the Steering Committee on the right, there are nine people that make up the committee and it has the list of all of the Planning Commission members. Scrolling a few pages back from there there's an introduction to what our Capital Improvement Program is for those people that may not know and then there's executive summary. So, there's a bunch of things on this page, on the right there's a quick view, you can see there's a total of 120 projects that are proposed in this Capital Improvement Program for a total of \$59,302,854, obviously that's more dollars than the City can afford but it is a list of all of the things that they're talking about so we have it all in one place. And then it shows the amount of dollars per year for the program. On the left you have a pie chart, the pie chart shows the different categories of capital projects that we have, I will go through all the different categories but the two largest categories in this year's plan

are water and sewer system, totaling \$60,689,000 and vehicles and equipment which totals \$17,326,000,

The next page is the continuation of the executive summary, it shows, it compares last year's plan with this year's plan, so unless the previous year's plan had a total project cost of \$55,555,571. This year's plan adds another \$11,968,000 of projects, it recognizes the completion of \$9,391,000 of projects and then there are changes in project estimates, increase in project estimates of \$823,000,000 and a decrease in project estimates of \$1,652,000 and that's you get to the current year program which is \$59,302,000.

Below this graphic is a list of significant projects that were added, so there's ten of them that we're highlighting, the ten largest. The first one is \$472,000 for fitness courts for Shiawassee and Flanders Park. The next one for \$199,000 for improvements to Riley Park and Sundquist Pavilion, \$200,000 for sidewalks added to the south side of Thomas Street and the west side of School Street, \$300,000 contemplated for Thomas Street running from Warner to Farmington Road, so farther past the Hillside Townes development. There's \$120,000 for Streetscape brick paver repairs over a six-year period, \$480,000 for various DPW equipment. The largest item by far this year is \$8,000,000 for sewer lining. Our City, most of our sewer system was built seventy years ago and it's getting to the point where that's going to need to be replaced, the lining. \$650,000 was added for water main along Gill Road, Gill Road has been targeted for road repairs and when we do road repairs we want to make sure we address the infrastructure underneath, \$250,000 for sewer pumps at our pump stations and a million dollars for a generator that operates at our sewer pump stations.

The next box is projects that have been completed over the course of the year and this may be a little bit misleading so these would be projects that are actually completed or will be completed by June 30, 2025, so it might be in process now.

So, there were a lot of projects that were completed, the Maxfield Training Center, demolition and clean-up of the site, that was completed, improvements to the property there, stormwater, church parking lot, that should all be completed by June 30<sup>th</sup>. Thomas and School Street, those roads should be repaved in the spring, so that should be completed. There are about \$500,000 of Warner Mansion improvements that should take place. The Masonic Lodge Plaza, you can see that's almost finished now as well, there's a sidewalk project that took place in the fall to repair sidewalks, our Public Safety is getting their new fire truck, it has been built down in Florida and will be delivered to us in the next month or two and then there's a couple of pieces of DPW vehicles and equipment that were purchased. So, that's an overview of the projects.

The next couple of pages after that, we just list significant plans that the Capital Improvement Program is based on and where you would find these on the City website,

these are all linked up if you want to find those different plans and then there's a series of pages where we go category by category taking a look at each of the categories, how much money is contemplated for that and maybe highlighting a specific large project related to that, so that would go on for several pages, a couple pages for each category in the Capital Improvement Plan.

And then finally, at the back of the report, is an excel spreadsheet with all of the projects listed out and their dollar value and where they fall.

Perrot opened the floor for comments and/or questions from the Commissioners.

Majoros stated the process has always been very thorough, the feedback provided historically has always represented, we talk a lot about trusting the subject matter experts, they know the business, the ability to get grants or co-funding type arrangements that will do this, we've talked about a focus on infrastructure and public safety and the fundamental services we provide as a community. Not that recreation and those type of things are not important but you can see the two biggest parts of the pie chart are basically infrastructure related and then core and essential services, you know and a few other things. I just think it's a good process, it's 55 million, you could make it 100 and some million, so it's got that right balance of being somewhat aspirational and a guide and focused and prioritized without being completely outrageous and I think we've got a good thing going. So, yeah, you can always wish for more sidewalks and sewers to be lined and what have you, but you have to prioritize somehow and I think the people that do this and live it every day, I think they do a nice job with it.

Perrot said we walk such a difficult road, too, being essentially completely built out, you know we have such a small footprint that the City is, unless we have plans to build skyscrapers instead of residences, we've got to work with the hand that's dealt.

Majoros stated dealing with aging infrastructure and all those things are real concerns, it's through our great community, the things that have been done, that we have all witnessed and been a teeny tiny part of is what makes this City so great and we've got to keep it going.

Perrot thanked Majoros for his service as representative for the Planning Commission on the Steering Committee.

MOTION by Majoros, supported by Crutcher, move to hold a Public Hearing at the March 10, 2025 City of Farmington Planning Commission meeting presentation and overview of the Capital Improvement Plan for Fiscal Years 2026-2031.  
Motion carried, all ayes.

## **NEW BUSINESS**

None heard.

**UPDATE – CURRENT DEVELOPMENT PROJECTS**

Perrot introduced this item and turned it over to staff.

Weber stated he is excited to announce that Hillside Townes poured their first foundation, so progress is being made.

Majoros asked for an update on the VFW project.

**PUBLIC COMMENT**

None heard.

**PLANNING COMMISSION COMMENT**

None heard.

**ADJOURNMENT**

MOTION by Crutcher, supported by Westendorf, to adjourn the meeting.  
Motion carried, all ayes.

The meeting was adjourned at 7:16 p.m.

Respectfully submitted,

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Secretary



**Farmington Community Library Board of Trustees**  
**Board Meeting - 6:00 p.m. - February 13, 2025**

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**Board Members Present:** Brown, McClellan, Snead, Snodgrass,

**Board Members Absent:** Muthukuda, Murphy, Doby, White

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

**Staff Members Absent:** None

**CALL TO ORDER**

The Board Meeting was called to order at 6:03 p.m. by President Ernie McClellan.

**APPROVAL OF AGENDA**

No Quorum

**PRESENTATION**

**Kate Knight, Executive Director Farmington DDA**

DDA believes in Placed-Based Community Development

- Investment in Public Spaces – Enhancing walkability & livability of Farmington supporting property values within the community.
- Public Private Partnership incentives investment – example a private boutique bookstore has now opened up in downtown Farmington, a first for Farmington & Farmington Hills
- DDA has been pulling in a wider array of visitors than in previous years.
- Mason's corner is currently being renovated – a 100 years lease with the Mason's lodge. 400 donors contributed to the construction of Mason's corner.
- Construction on projects like these has been covered by donors, grants, the DDA, and the city of Farmington.
- The Unity Torch is being installed the first patron supported art commission, dedicated to the people of Farmington.
- Bicentennial alley has been installed between Fresh Thyme and Salon Suites. This included new lighting, and a timeline mural along the alley.
- The Art Park promenade will be installed in the next three years connecting Riley Park to Shiawassee Park, which will also connect to the Hillside Townes development. This is currently under design.

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- The DIA PIPA mural program brought a vibrant Rick Malt installation to Sundquist Pavilion at Riley Park.
  - DDA supported the Bicentennial Celebration; a yearlong campaign with multiple community organizations.
  - DDA was a GAMSNA National Semi-Finalist.
  - Farmington DDA was elected as the organization of the year by the Michigan Downtown Association.
  - Approximately 8 small business have opened in Downtown Farmington in the past year.
  - DAA reached 492K people through social media accounts, including Facebook and Instagram. This includes reach and marketing of library funded events.
  - New Cultural Programming has been a recent focus, including Farmington it, the Dinan Park Music Series, and the Pride Campaign.
  - The Grand Raven Festival has run for 5 years.

#### **PUBLIC COMMENT**

Dr. Sophie – Explained history of Palestine, and the current conflict between Israel and Palestine. The speaker expressed concern Library gave legitimacy towards the Israeli occupation by hosting Israeli focused event in December of 2024. She is asking for a member to give a lecture on the current conflict and the historical events in Palestine.

#### **APPROVAL OF MINUTES**

Approval of December Minutes is deferred to the next meeting due to a lack of quorum.

#### **TREASURER'S REPORT**

Approval of December operating bills is deferred to the next meeting due to a lack of quorum.

Financial Reports

#### **FRIENDS OF THE LIBRARY**

- There is an effort to reconsider how they approach fundraising, and raise involvement & commitment to the Friends, and to the Library.
- There will be a book sale at the end of April.

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## **DIRECTOR'S REPORT**

- March board meeting is at the Farmington location
- Battle of the Books is April 11 from 7-9
- State of the cities will be Tuesday, April 1<sup>st</sup> 7:00-8:30, with a business expo preceding. This will take place at the Hawk
- FCL will be seeking a Bosch Grant to fund a variety of library needs. Applications are due at the end of the February.
- A local artist proposed an Art project to the library. This may be referred to the facilities committee.
- The Seed Library kickoff event will be on Sunday, March 9.
- Sally Campbell has officially announced her retirement. Her last day will be June 27<sup>th</sup>. This position has been posted.
- FCL has received our ADA Assessment from the Disability Networking Eastern Michigan,
- We have received an Arts & Humanities Touring grant from the Michigan Humanities Association. This grant will be used to bring in Flamingo dancers.
- The pavers at the entryway to the FH location may need replacement. Some of them are unreadable. The pavers could be installed as a wall. The facilities will discuss this further.
- We received positive comment from a patron regarding an MLK day event.
- Sona Avedikian is the graphic designer for FCL. Examples of events she creates graphics for are AAPI Heritage Celebration, the Library Extravaganza, Summer Reading, Grow & Give Back, among many others. She is a graduate of the College for Creative Studies. We sincerely thank Sona for her amazing work.
- Haily is the Marketing Coordinator for FCL. She's a graduate of Eastern Michigan University. She is happy to apply her talents to a place that she really loves. She develops copy and distributes marketing materials throughout the library system. She helps with scheduling and distribution social media content. She also puts together newsletters, and creates video for FCL socials.
- The Director distributed Library Output Statistics for January 2025.

## **UNFINISHED BUSINESS**

### **Tax Captures**

A proposal will be shared with the board in March for approval. One stipulation of the

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proposal will be that we would receive feedback from Tax Capturing organizations, and that the FCL board would make a commitment to be more involved.

There will also be clarification on the language FOR the amount that the FCL would contribute to the Tax Capture organizations.

### **SUB-COMMITTEE UPDATES**

#### Finance (K. Brown)

- In the future, this report would be included in the treasurer's report.

#### Facilities (S. Snodgrass)

- We have received quotes on digital signs. Our intention is to spend less than \$55,000 for signs.
- There has also been work on the elevator at the Farmington Location.
- There has also been a discussion on car charging stations.
- There was discussion on roof covering for the locker boxes. It will cost \$7,500 to put a roof over them, and \$2,000 in annual maintenance.
- Steve Schneemann has helped with long range facilities planning, focusing on a timeline for the master plan. Steve expressed concern that a phases project of this size/amount many not attract many large firms.

#### Personnel Committee

- Committee met with the director in January.

### **NEW BUSINESS**

Voting These items will be deferred until we have a quorum. There was discussion on the following:

- The Minimum Wage Motion is in its 3<sup>rd</sup> reading.
- A new programming policy was presented. There was discussion on the current meeting room rental policy.

### **CORRESPONDENCE**

None

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**PUBLIC COMMENT**

S. Charlebois – A name plaque that could possibly be placed outside of the bathroom would possibly be a novel, innovative idea.

**TRUSTEE COMMENT**

E. McClellan – discusses how we can innovatively communicate with the public and solicit donor support.

S. Snodgrass – Pointed out a recent media story regarding the Wayne Library accounting error.

**ADJOURNMENT**

The Board meeting was adjourned at 8:05 PM. The next meeting of the Library Board of Trustees is scheduled for Thursday, March 13, 2025, at 6:00 PM.

Respectfully Submitted,

Steven Snead, Trustee  
Library Board of Trustees

SS:ks

MEETING MINUTES  
FARMINGTON AREA COMMISSION ON AGING  
TUESDAY, Jan 28, 2025-5:30 PM  
COSTICK CENTER, 28600 ELEVEN MILE ROAD.  
FARMINGTON HILLS MI 48336

Meeting called to order at 5:31 pm 01/28/2024.

ROLL CALL:

Nancy Cook, Farmington  
Mary Buchan, Farmington Hills  
Vivek Das, Farmington Hills  
Mic Fahey, Farmington  
Dan Fantore, Farmington Hills  
Jane Frost, Farmington  
Dr. Katherine Marshall, Farmington Hills  
Dolli Lewis, Farmington Hills  
Julie McCowan, Farmington Hills  
Tiffany Tuttle, Farmington Hills  
Dr. Marian Schulte, Farmington Hills  
Julie Villani, Farmington Hills  
Dick Cook, Farmington (Guest)  
Marsha Koet, Senior Division Liaison

APPROVAL OF AGENDA 01/28/2024

Motion by Vivek Das 2<sup>nd</sup> by Dr. Katherine Marshall

COMMITTEE REPORTS

Nothing to report

COMMUNICATION, PROMOTIONS AND WEBSITE

Nothing to report

EDUCATION COMMITTEE

Continued discussion on SCAMS

SENIOR CENTER ADVOCACY COMMITTEE

Dan Fantore discussed how the Listening Sessions with Seniors went (113 participants)  
Julie McCowan read the article in the Farmington Hills newsletter> Discussion followed  
Motion to send the Listening Session report to the FHC Julie M. 2<sup>nd</sup> by Dr. Katherine M.  
Invite Council to our next meeting 02/2

SENIOR DIVISION LIAISON REPORT

Shredding04/11< Secret Service 2/7/25>2/19/2025 Brunch 11:30am>Pickle ball learn how to play> Yoga course available.

Volunteer Breakfast on 4/10/25 > volunteer help is needed to set up Catering on board.

OLD BUSINESS

Nothing to report

NEW BUSINESS

Nominations for Aging Commission openings

Dan Fantore> Chairman

Mic Fahey> Secretary

AMBASSADOR REPORT

Nothing to report.

PUBLIC COMMENT

Attendees were:

Dick Cook.> Dick Hedley Amendment was discussed

ADJOURNMENT

6:55 pm Motion by Vivek Das 2<sup>nd</sup> by Dr. Katherine Marshall

Next meeting Tues/February 25<sup>th</sup> at Farmington City Hall

Draft Minutes submitted by Mic Fahey

MEETING MINUTES  
FARMINGTON AREA ARTS COMMISSION  
January 9, 2025 -6:30 PM  
THE HAWK FARMINGTON HILLS COMMUNITY CENTER  
Lesson Studio Room, First Floor  
29995 TWELVE MILE ROAD  
FARMINGTON HILLS, MI 48334  
(248) 699-6712 [www.fhgov.com](http://www.fhgov.com)

**CALLED TO ORDER BY:** Chair Perko AT: 6:33 PM

**MEMBERS PRESENT:** Claire Perko, Lindsay Janoch, Ted Hadfield, Jeff Dutka, Celeste McDermott, Lesa Ferencz, Don Fritz, Craig Nowak, Bree Schwartz, Sean Deason, Nora Mason

**MEMBERS ABSENT:** Cheryl Blau, Cindy Carleton

**OTHERS PRESENT:** Rachel Timlin, Cultural Arts Supervisor/Staff Liaison  
Johnna Balk, Farmington City Council Representative  
Kelly Carpenter Crawford, Public  
Evan Carpenter Crawford, Public

**APPROVAL OF AGENDA:**

Motion by Commissioner Ferencz support by Commissioner Janoch to approve the agenda without amendments.

Amendment:

MOTION CARRIED 11:0:0

**APPROVAL OF November 14, 2024 MINUTES:**

Motion by Commissioner Ferencz support by Commissioner McDermott to approve the minutes with amendments.

Amendment -Under Tree Sculpture -Kickoff to Summer date is June 12<sup>th</sup>, not June 11<sup>th</sup>

MOTION CARRIED 11:0:0

**PUBLIC COMMENTS**

Kelly and Evan Carpenter Crawford introduced themselves to the Commission.

**CULTURAL ARTS DIVISION REPORT**



Rachel Timlin shared that Spring Youth Theatre auditions just concluded. Artist in Residence Debbie Lim has proposed a community art project at the Kickoff to Summer event. There is a request for the commission to pay for the art supplies for this project. Sports Facility Companies (SFC) has been hired by the City to help Special Services department guide decision-making over the next three years. A printed Cultural Arts Division report was shared with the Commission with a request to review for the February meeting. A link was shared with nomination information for the upcoming Art Awards.

### **FARMINGTON ARTS REPORT**

Claire Perko shared that the sculpture project is being installed at Masonic Corner. An opening is planned for February 21<sup>st</sup>. City is working with a landscape architect to determine plans for a new art park. A new subscription-based service for Riley Park is in progress. Heart the Art events will be happening through the month of February. Farmington City Hall Art Program is up for its 2-year call for artists. Lesa Ferencz will reach out to City Hall to initiate.

### **ARTS COMMISSION BUDGET**

Current 2025 budget is \$3,370 for the Commission and \$1,200 for Scapture Tree landscaping budget.

Motion by Chair Perko                      support by Commissioner Mason      to set aside \$300 for use by our Artist in Residence Debbie Lim for use for a community art project at Kickoff to Summer event.

MOTION CARRIED: 11:0:0

Commissioner McDermott proposes additional discussion regarding budgeting for a Cultural Arts staff team building retreat.

### **COMMISSION FOCUSED 2025-2026 PROJECTS REVIEW**

#### **Tree Sculpture Dedication**

Date is June 12<sup>th</sup> and Debbie Lim's Artist in Residence art project is planned for the event.

#### **Mary Brooks Exhibit**

Commissioner Ferencz inquired about the opportunity to photograph the work again.

#### **25<sup>th</sup> Anniversary Cultural Arts Musical Composition**

Commissioner Fritz shared that this project will not be moving forward with the Community Band, but he would still like to see this project come together in some way and is open to suggestions. Rachel Timlin suggested using Commissioner Deason's work in a 25<sup>th</sup> Anniversary video project.

### **COMMISSIONERS' COMMENTS**

Commissioner Hadfield shared that a new show is opening at KickstArt Farmington tomorrow featuring the work of print artists. He also toured Blackbird Gallery.

Commissioners enjoyed the Holiday party and beautiful decorations at the Ferencz/Boyd house.

Commissioner Janoch shared that another Antiques Twelve Mile Roadshow is coming up on Feb. 8.

Commissioner Mason shared that ArtPack will be helping to finish up the community gear mural.

#### **LIAISON COMMENTS**

**NEXT MEETING DATE: February 13, 2025**

#### **ADJOURNMENT**

Adjourned by: Chair Perko Time: 7:36 PM

Minutes drafted by: Lindsay Janoch

**MEETING MINUTES**  
FARMINGTON/FARMINGTON HILLS  
COMMISSION ON CHILDREN, YOUTH, & FAMILIES  
FEBRUARY 6, 2025  
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 6:12
- B. Quorum announced
  - a. Members present: Alisa Valden, Sharon Snodgrass, Marie Sarnecki, Ashley Gabb, Tanya Nordhaus, Jordan Scrimger, Rod Wallace
  - b. Members absent: Brian Spitsbergen, Bria Barker-Lewis, Bhumika Mistry, Adam Whitfield, Tammy Luty
  - c. Liaisons present: Steve Schneemann (Farmington City Council), Marla Parker (47th District Court), Matt Gale (Youth Division), Jim Nash (Oakland County), Doug Edwards (YMCA), Kristel Sexton (FCL)
  - d. Others present: None
  - e. Introductions
    - i. Marla noted that the the recidivism rate of the last Sobriety Court program was 0
    - ii. Steve shared about connections with FPS recently and overlapping priorities with the commission
    - iii. Jim shared about water affordability programs, job shadowing program (see website), and intention to be at Career Night & Hiring Fair, for the last few years we've been missing FPS students at Rouge River Watershed Festival event and would like to change that, dirt doctor demonstration about erosion can be brought to any events
      - 1. Suggestion to connect with Farmington Nature Center (4/22)
        - a. Library and YMCA also interested
      - 2. Can help connect with school district on the event

2) Approval of Agenda

- A. Moved by Tanya
- B. Seconded by Sharon
- C. Motion passes unanimously

3) Approval of January 9, 2025 Minutes

- A. Moved by Rod
- B. Seconded by Ashley
- C. Motion unanimously

4) Youth Division Update

- A. Daddy daughter dance coming up. While they are not having two nights, they extended the registration and capacity of the event.
- B. Chili Golf coming up. About 100 people registered right now. Kind of turned into a father and son event. Morning and evening option. There are more openings in the evening still. No snow though unfortunately.
- C. Earth Day expo on 4/22. The exhibitor form is open now.
- D. After School Youth Program is going well. Two new bus driver applicants. Would like to increase the routes with a third bus and driver in the fall. Most of the back up list is from East Middle School.
- E. Internal Evaluation of programs ongoing.

#### 5) Issues Committee Update

- A. Career Night & Hiring Fair: March 10, 6-8 pm Harrison Hall
  - a. Tanya has connected with all of the previous brainstorming lists, and did not get any responses.
  - b. Doug has been incredibly helpful in sharing connections.
  - c. 13 people/businesses confirmed so far. Tanya is continuing to conduct outreach and send personalized emails to recruit.
    - i. Confirmed: OCC admissions, FHPD, FH DPW, Community Choice CU, OCC Career, YMCA, Schoolcraft, MUSK construction, Baker College, EMAG, Jim Nash, Michigan Works
  - d. Stay behind for a moment after meeting and Tanya will share a form email folks can use to invite other organizations to be present
    - i. Matt will follow up on FH HR department presence and trade connections from HAWK staff
      - 1. Guardian Plumbing, for example
    - ii. Marla will help follow up with Corewell.
    - iii. Jim will help follow up with unions, LEE construction
    - iv. Alisa may be able to help with ISD connections
  - e. Matt will provide water for vendors
  - f. Volunteers from commission: Rod, Marie, Jordan, Alisa
    - i. Matt and Doug as well
  - g. Received quite a few bounce-back emails
  - h. Peach Jar will be going out,
- B. When To Phone A Friend: February 10, 6:30-8:30 pm
  - a. Haven't seen anything from FPS
    - i. Specifically request that teachers send it to their parent/family lists, Peach Jar maybe not effective
  - b. Volunteers from commission: Alisa (maybe)
    - i. Would love support with a welcome and sign-in table
    - ii. Bria
  - c. Will send to Matthew: sticky notes, butcher block paper, markers
    - i. Will have water and snacks
    - ii. Room configuration all set

- C. May 7: FPS showcase
  - a. No more additional info right now, just for awareness
- D. Other events:
  - a. City Open House (September)
  - b. 4/22 Earth Day rock painting
  - c. Collateral pencils and stickers for these events
  - d. Brainstorm what else we can offer
- E. Volunteer Recognition: TBD
  - a. Ashley is stepping down from the commission due to personal capacity
  - b. Marla has supported event across multiple years.
  - c. Continue to want to solidate and improve the event. Thinking about reducing categories and focusing on youth and families. Ensure that this does still continue to be a part of council meeting and truly having the recognition component. Potentially changing what we serve as food, to have things, but not so much left over.
  - d. In past, there's been a consistent conflict with Farmington meeting schedule. Council meets every other week and meet before their meeting.
    - i. Steve: There are times when a meeting would be canceled due to lack of agenda items, so it's possible to make things work.
    - ii. Need to reach out about which meeting to attend at Farmington Hills.
    - iii. May or June likely, but wouldn't want to run into graduation.
  - e. Kept presentation within the half hour.
  - f. Is there a difference in the volume of recipients or nominations from either Farmington or Farmington Hills? Not that we've noted.
  - g. Sharon will volunteer to lead this.
  - h. Come back next meeting with dates options.
- F. Nominations
  - a. Temperature checking on plans for nominations and self-nominations
  - b. Rod makes a motion for Marie to be Vice Chair
    - i. Second by Tanya
    - ii. Unanimously in favor
  - c. Marie makes a motion for Jordan to be Chair
    - i. Second by Alisa
    - ii. Unanimously in favor
  - d. Alisa self-nominates for Secretary
    - i. Second by Jordan
    - ii. Unanimously in favor
- G. Survey Results
  - a. Postponing deeper conversation for next meeting given busy agenda
  - b. If you have trouble identifying issues that interest you, suggestion to pull back a bit
  - c. Come back to next meeting with ideas about events and partnerships
  - d. Think about it in context to quarterly planning

- e. Adding into things we already have planned, rather than adding a ton of new things

## 6) New Business and Announcements

### A. Kristel:

- a. Pokemon event, K-5
- b. FPS is on break starting Feb. 16 and the library will have extra programs in addition to what typically is scheduled
- c. Sarah and Kristel will switch off meetings between kids and teens department at commission meetings
- d. Battle of the Books kicking off, open now
- e. Resource Fair on March 6th 6-8 pm
  - i. If we know of other vendors that would like to table, the deadline to register is the 17th, give them Kristel's email
  - ii. Lots of families and seniors services represented

### B. Doug:

- a. Spring programs coming up - chef's clinics, basketball league across 7 different locations and get to compete against other communities
- b. Annual fundraising push - Make Every Day Better campaign - Y Day of Giving on March 4th, April 24th, Annual Golf Classic 12th of August
  - i. Financial assistance to reduce barriers to families in community
- c. Farmington Youth Assistance partnership has been reestablished
  - i. Additional resource for receiving additional support
  - ii. Also a juvenile justice diversion program
  - iii. Rod: Did the Hawk ever build out music programming capabilities?
    - 1. Matt: Not really, assets underutilized
    - 2. My Brother's Keeper program in Washtenaw County was really successful in this partnership around music to enhance options

## 7) Public Comments

## 8) Adjournment

- A. Moved by Sharon
- B. Seconded by Ashley
- C. Motion passes unanimously
- D. Meeting adjourned at 7:43 pm

**MEETING MINUTES**  
**FARMINGTON HILLS / FARMINGTON EMERGENCY PREPAREDNESS COMMISSION**  
**JANUARY 6, 2025 – 5:00PM**  
**FARMINGTON HILLS CITY HALL – COMMUNITY ROOM**  
**31555 W. 11 MILE RD.**  
**FARMINGTON HILLS, MI 48336**  
**248-473-1800 [WWW.FHGOV.COM](http://WWW.FHGOV.COM)**

**MEETING CALLED TO ORDER** By; Acting Chair Sweeney at 5:05 PM.

**MEMBERS PRESENT;** Sweeney, Avie, Igwe, Schertel, Sloan, Thomas, Ciaramitaro,

**MEMBERS ABSENT;** Forshee, Willians, Hopfe, Siegrist

**OTHERS PRESENT;** Friess (FPS), Piggot (FHPD), Yuskowatz (YMCA).

**OTHERS ABSENT;** Pankow (FHFD), Aldred (FH City Council)

**CITIZENS PRESENT:** Messrs. B. Tyler, and J. Blasius,

**APPROVAL OF AGENDA;** Motion by Avie, Second by Schertel to approve the agenda as submitted. Motion carried unanimously.

**APPROVAL OF MEETING MINUTES;** Motion by Avie and second by Schertel to approve the November 4, 2024 meeting minutes as submitted. Motion Carried unanimously.

**BUDGET REPORT;** Budget for 2025 is \$2,500.

**UNFINISHED BUSINESS;**

- The EPC was well represented in the City of Farmington Holly Days parade. The parade went smoothly with no incidences.

**NEW BUSINESS;**

- Election of Commission Officers;
  - M. Sweeney was nominated to be the EPC Chair for 2025. There were no other nominations. Motion was carried unanimously.
  - R. Avie was nominated for Vice-chair for 2025. There were no other nominations. Motion carried unanimously.
  - There were no nominations for the EPC Commission secretary. Motion deferred to next public meeting on March 3, 2025.
- Discussion of Commissions expiring 2/1/25
  - Siegrist has said he does not wish to be reappointed.
  - Ciaramitaro said that due to time constraints he will have to step down as a commissioner. But that he would like to stay on as a hospital District Liaison. This action will be referred to the Farmington Hills city manager.
  - Recommendations to fill open Commissions
    - Harrison Igwe (FPS), Bryan Tyler (FH) and James Blasius (FH) have submitted their applications to join the EPC.

**LIAISON REPORTS;**

- Yuskowatz (YMCA); The YMCA is continuing to advertise for pool lifeguards. New hires will be taught water safety, basic first aid, AED, CPR and STP. The YMCA will be hosting their Community Breakfast fund raiser, with the date and time TBD.
- Friess (FPS); In 2025 Farmington Public Safety will host 3 meetings of their Neighborhood watch group. The EPC commissioners are welcome to attend.
- Piggot (FHPD); In this interim period, he will continue to be the FHPD liaison to the EPC commission.
  - Discussed the recent incident in New Orleans and the use of Archer Barriers to protect the public from vehicles. He reminded the commission



that the Costick Center is hosting a Red Cross Blood drive this Wednesday (1/8/25). That the FHFD is conducting car seat inspections, by appointment, on Sunday 1/12/25.

- Discussed Lt. J. McDonalds pending reassignment as the FHPD community out reach officer as Lt. M. Flatt retires.

**COMMITTEE REPORTS;**

- Communications – Schertel and Ciaramitaro discussed the next follow up action items on the new city website.
  - There was also a discussion on the 2025 monthly preparedness guidance's that FEMA has posted on Facebook.

**PUBLIC COMMENT;** None

**COMMISSIONER COMMENTS;**

- Sweeney asked each of the commissioners to attend one of the FHFD basic first aid classes that are offered at Station #4 on the 3<sup>rd</sup> Thursday even of each month. These classes could improve our personal skill sets and are free to the commissioners.
  - Ciaramitaro added that the commissioners should also take the on following "Train the trainer's" class. Both to improved our basic skills and to facilitate more community classes on basic first aid.
  - Thomas asked if these classes could be extended into the PTA.
- Sweeney asked each of the commissioners to consider volunteering as the EPC secretary.

**NEXT MEETING DATE;** The next public meeting will be on March 3, 2025. A Monday evening (5:00pm) in the View Point conference room of the FH city Hall.

**ADJOURNMENT;** Chair Sweeney adjourned the meeting at 6:05 PM.

Minutes taken by Chair Sweeney.