



Regular City Council Meeting  
7:00 p.m., Monday, April 18, 2022  
Farmington City Hall  
23600 Liberty Street  
Farmington, MI 48335

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## REGULAR MEETING AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF ITEMS ON CONSENT AGENDA
  - A. Accept City of Farmington Board and Commission Minutes
  - B. City of Farmington Minutes
  - C. Farmington Monthly Payments Report
  - D. Farmington Public Safety Monthly Report
  - E. Power Middle School Band and Orchestra Concerts
  - F. Proclamation: Mental Health Awareness Month, May 2022
  - G. Board and Commission Reappointments
  - H. Special Event Application: Festival on Mason Lawn
  - I. Oakland County West Nile Grant Resolution
  - J. Department of Public Works Quarterly Report
4. APPROVAL OF REGULAR AGENDA
5. PUBLIC COMMENT
6. PRESENTATIONS AND PUBLIC HEARINGS
  - A. Public Safety Annual Report
  - B. DDA Presentation: Activate Mason Corner –  
*Northwest corner of Grand River Avenue and Farmington Road*
7. NEW BUSINESS
  - A. Beautification Committee appointment
  - B. Consideration to approve replacing outdated IT Cables throughout City Hall in preparation for the new phone system
  - C. Request to approve the purchase of surveillance cameras for the Sundquist Pavilion at Riley Park
  - D. Second Reading and Adoption: Special Ordinance to Consolidate Election Precincts and revise the precincts previously established in Special Ordinance C-628-96 pursuant to State law and City Charter
  - E. Consideration to approve OHM proposal for City Hall infrastructure assessment
  - F. Consideration of Bond Authorization Resolution for 2022 Capital Improvement Bonds
  - G. Consideration to award annual Crack Sealing/Over Band Contract to Wolverine Sealcoating

**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.*

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: April 18, 2022</b>	<b>Item Number 3A</b>
<b>Submitted by: Melissa Andrade, Assistant to the City Manager</b>		
<b><u>Agenda Topic:</u> Accept Minutes from City's Boards and Commissions</b>		
<p>CIA: February 2022 (March meeting was canceled) DDA: January 2022 Historical: March meeting canceled Parking: March meeting canceled Pathways: March 2022 Planning: March 2022 ZBA: April meeting canceled Library: March 2022 (draft) Farmington/Farmington Hills Arts Commission: April meeting canceled Commission on Children, Youth and Families: March 2022 Emergency Preparedness Committee: March 2022 Election Commission: March 2022</p>		

**CITY OF FARMINGTON  
GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY  
MINUTES  
February 10, 2022**

**CALL TO ORDER**

The Farmington Grand River Corridor Improvement Authority meeting was called to order at 8:08 a.m. by Chairman King.

Members Present: Bowman, Carron, King, Thomas  
Members Absent: Acceturra, Graham, O'Dell  
Staff: Christiansen, Morris (OHM Advisors)

**APPROVAL OF AGENDA**

Motion by Carron, supported by Thomas to approve the agenda. Motion approved unanimously.

**APPROVAL OF MINUTES**

Motion by Bowman, supported by Carron to approve the January 13, 2022 minutes. Motion approved unanimously.

**GRAND RIVER CORRIDOR VISION PLAN UPDATE**

Director Christiansen discussed the current status of the Grand River Corridor Vision Plan Update. Jennifer Morris with OHM Advisors reviewed the current/final draft Grand River Corridor Vision Plan Update 2021 (now 2022) with the Board. Discussion and review of the final draft included the implementation section. Motion by Thomas, Supported by Bowman to approve the Grand River Corridor Vision Plan Update 2022 and forward it to the Joint CIA Boards for their review and consideration. Motion approved unanimously.

**PUBLIC COMMENT**

None.

**BOARD COMMENT**

None.

**ADJOURNMENT AT 9:26 am**





6:00PM Wednesday, March 2, 2022  
City Hall Conference Room  
23600 Liberty Street  
Farmington, MI 48335  
(Main Street Accreditation Link  
Meeting ID: 865 3533 1987  
Passcode: 934465)

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## MINUTES

The Meeting was called to order by Todd Craft at 6:03PM.

### 1. Roll Call

Present: Todd Craft, Linda Deskins, Miguel Williams, Claire Perko, Donovan Singleton, Sara Bowman

Absent: Tom Pascaris, Tom Buck, Chris Halas

Others Present: Kate Knight, Jess Westendorf, Elizabeth Chase (Main Street USA), John Bry (Main Street Oakland County)

### 2. Approval of Items on Consent Agenda

- a. Minutes: January 5, 2022 Regular Meeting
- b. Minutes: August 19, Public Art Committee Meeting
- c. Minutes: September 9, 2021 Design Committee Meeting
- d. Minutes: November 30, 2021 Promotion Committee Meeting
- e. Minutes: January 26, 2022 Promotion Committee Meeting
- f. Minutes: January 27, 2022, Design Committee

Motion to approve the items on the consent agenda by Bowman, seconded by Singleton. Motion passes unanimously.

### 3. Approval of Regular Agenda

Motion to approve the items on the regular agenda by Williams, seconded by Singleton. Motion passes unanimously.

### 4. Public Comment

Opened and closed by Craft at 6:30.

### 5. Virtual Presentation: Main Street Evaluation Presentation with Elizabeth Chase and Tim Colbeck

#### Elizabeth Chase, Main Street USA presented an overview of Downtown Farmington's Evaluation Accreditation.

Strengths: Website, Marketing materials

Work on building an ongoing relationship with council to maintain a strong relationship.

Grand River Corridor authority interaction opportunity

Businesses indicated that there was great support of businesses but need to be able to better sell yourself as an organization. Great job of promotion activities but could do a better job of promoting who you are as an organization.

Broad based community support is balance between business owners and residents, but missing representation from chambers, schools, historical preservation. May be worth having someone from those backgrounds on the board. Chase concerned that city officials did not attend, committee membership is thin. Committees are composed mainly of board members but not the greater composition of community. Could use more training programs.

## **6. Financial Snapshot**

Overview by Craft.

## **7. Election of 2022 Officers**

Overview of election process by Craft.

**Singleton nominated Craft, seconded by Deskins, for DDA Board President. Craft accepts. Motion passes unanimously via roll call.**

**Ayes: Perko, Singleton, Williams, Deskins, Bowman & Craft.**

**Nays: None**

**Absent: Pascaris, Buck, Halas**

**Craft nominated Singleton, seconded by Bowman, for DDA Board Vice President. Singleton accepts. Motion passes unanimously via roll call.**

**Ayes: Perko, Singleton, Williams, Deskins, Bowman & Craft.**

**Nays: None**

**Absent: Pascaris, Buck, Halas**

**Craft nominated Halas, for DDA Board Vice President, withdrawn after discussion of Robert's Rule not allowing a second nomination from.**

**Williams nominated Halas, seconded by Perko, for DDA Board Vice President.**

**Deskins nominated Williams, seconded by Singleton for secretary. Williams accepts. Motion passes unanimously via roll call.**

**Ayes: Perko, Singleton, Williams, Deskins, Bowman & Craft.**

**Nays: None**

**Absent: Pascaris, Buck, Halas**

### **Election of committee chairs.**

Craft nominated Perko to serve as Design Committee chair. Seconded by Singleton. Motion passes unanimously.

Singleton nominated Perko to serve as Public Art Committee chair. Seconded by Williams. Motion passes unanimously.

Craft nominated Halas to serve as Promo Committee chair. Seconded by Deskins. Motion Passes Unanimously.

Bowman nominated Singleton to serve as Business Development Committee chair. Seconded by Williams. Motion Passes Unanimously.

Williams nominated Deskins to serve as Organization Committee chair. Seconded by Bowman. Motion Passes unanimously.

Board discussed assembling Executive Committee. Meeting will be scheduled for the near future.

## **8. Executive Director Update**

Thrilled to announce accreditation by the national Main Street America team for another year at the select level.

DDA staff will be attending Main Street National conference in Richmond in May and invite board members to join. Knight attended Legislative Advocacy Day in Lansing today. Spring workshop is a Grand Ledge Opera House. Main Street Oakland County summit on 3/17 in Pontiac.

DDA hosted MEDC Target Redevelopment team for community engagement session on 2/24 to share initial project information on Castle Dental Lab property with a fascinating heat map highlighting trips to Downtown Farmington and identifying trade area.

Lekker Choco Treats pop-up incubator has wrapped up a successful 90 day run with numerous media coverage and a happy transition to Farmington Brewing Company while Nakija negotiates contract with permanent location to be announced soon.

**9. Resolution Pledging Tax Capture Revenues for Farmington Road Streetscape Consideration to adopt resolution ledging tax increment revenues for city of Farmington capital improvement bonds.**

DDA staff is recommending that the DDA Board adopt the attached resolution which resolves to pledge tax increment revenues to reimburse the City of Farmington for half of the Capital Improvement Bonds to fund the Farmington Road Streetscape. On January 18, 2022, City Council adopted a notice of intent and reimbursement resolution, instructing the City Clerk to publish a notice, notifying electors of the City's intent to issue bonds and their referendum rights which run from the publication of the notice for 45 days. The proposed amount contained in the notice is \$3,000,000, which is conservatively high. The not-to-exceed amount is based on current estimates with an added contingency. Once the project is bid and costs are more certain, the amount can be reduced, but can't be increased. Also, before the bonds can be issued, Council would have to adopt another resolution authorizing the issuance of the bonds. The bonds are intended to be repaid 50% from the City's Capital Improvement Millage Fund and 50% from DDA Capture. Attached to this report is a letter from the City's Bond Attorney describing the process and the notice of intent resolution.

**Motion by Bowman, Seconded by Singleton, RESOLVED, to adopt Resolution Pledging Tax Increment Revenues for City of Farmington Capital Improvement Bonds (Limited Tax General Obligation) to finance half of the Farmington Road Streetscape at a cap of \$3,000,000.**

**Motion passes unanimously via roll call.**

**Ayes: Perko, Singleton, Williams, Deskins, Bowman & Craft.**

**Nays: None**

**Absent: Pascaris, Buck, Halas**

**10. Work Plan FY 2022-2023**

**Work plan has been updated by recommendations and suggestions from the last time we met.**

**Discussion of adding detail to work plan per Main Street America's suggestion with consensus that board feels that we have an adequate level of detail.**

**Motion by Singleton, seconded by Deskins, to approve the FY 2022-23 DDA work plan as is. Motion passes unanimously.**

**11. Committee Updates:**

**a. Design Committee**

Update by Perko: Design Committee met last week to charette Enterprise Plaza (right next to Sipp) to have immediate plans when area closes for the Streetscape. Preliminary phase for immediate implementation and a secondary phase for larger budget, future plans. Committee also discussed a focal point plaza at the intersection of Farmington Rd and Grand River in front of the Masonic Hall.

Update by Craft on Blue Hat coffee.

**b. Public Art Committee**

Update by Perko: Inside is coming in April. Heart the Art wrapping up. Kiosk updates, Enterprise Park public art budget.

**c. Promotions Committee**

Update by Knight: Streetscape communication plan in progress. Water Bill insert due next week. What's Up Downtown Quarterly highlight has been reinstated.

**d. Business Development Committee**

Committee has not met since the last board meeting.

**12. Other Business**

Knight requested feedback about moving monthly board meeting to the morning to open up the meetings to more business owners with time conflicts during the evenings.

Westendorf asked for board volunteers to serve as Leprechauns on Thursday night in March.

**13. Board Comment**

Bowman: Council has approved Founders Festival for July 14-16, 2022.

Craft: Thank you for being willing to serve on the board and on committee chairs AND thank you for trusting in me to take on the President role again.

**14. Adjournment**

**Motion by Singleton, Second by Deskins to adjourn. Motion passes unanimously.**

*Dates of Interest:*

March "Lucky Nights" Campaign

March 2 DDA Board Regular Meeting, 6:00pm

March 10 Greater Farmington Area Chamber State of the Cities, The Hawk, 7:30am

March 15 State of the County



## FARMINGTON PATHWAYS COMMITTEE

7:00 p.m.

MINUTES

March 9, 2022

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1. CALL TO ORDER

Meeting called to order by Sue Lover at 7:06 pm

2. ROLL CALL

Present

- Bill Gesaman
- Joe VanDerZanden
- Chris Weber
- Brent Bartman
- Kevin Christiansen
- Sue Lover
- Maria Taylor

Absent

- Tim Prince
- Susan Alrin

3. APPROVAL OF AGENDA

Brent moved to approve, supported by Maria

4. APPROVAL OF MINUTES

- a. Meeting Minutes, February 9, 2022
- b. Bill moved to approve and Brent supported

5. OLD BUSINESS

a. 9 MILE NON-MOTORIZED PATHWAY UPDATE

Chris – speaking with Farmington Hills/OHM Advisers – suggested the more people the better to get funding for the pathway – they did reach out and got positive feedback from neighboring communities to support and/or connect their own plans to the Pathway. Next meeting Non-Motorized Pathway meeting scheduled for 3/24 8:30 am for update. OHM spoke with SMECOG, who was very interested and suggested funding may be available. Plan was made to follow up with Tim of the Pathways Committee to see if he can attend the next meeting as he did the previous one to gather information and report.

b. SAFE ROUTES TO SCHOOL (SRTS) CHATHAM HILLS TO LONGACRE CONNECTION UPDATE

Sue reported that Adam Jenks has replaced Katie Alexander as lead on the project. Sue and Chris spoke with Adam Jenks, learned that an Action Plan Meeting would be the next step on the project, to involve local involved parties and parents. It was suggested that a meeting be held prior to and to prepare for that meeting to try to connect with more parents to gain more interest and involvement of parents of children attending Longacre School.

It was learned that only one pathway can be considered at once, so cannot submit multiple possible plans/alternate routes, to have an alternative route considered would require restarting the process. Discussed using a local meeting to gather more information from parents of students and the community on what is wanted to inform a plan to submit for grant proposals. Both Capital Grant and Programming Grant are options.

c. SMART BUS STOPS

Reviewed Chris's bus riding experiences from Chatham Hills to City Hall – The Smithfield and Chatham Hills stop to City Hall stop and back. Issues discussed included:

No snow removal services leading to inaccessible stops for those with mobility issues. – SMART responsibility but only main stops get snow removal in practice.

No pavement to the curb at bus stops – another mobility issue

No crosswalks near bus stops on Grand River leading to unsafe mid-block crossings. Questions raised of how many accidents and/or deaths there have been of pedestrians accessing bus stops.

Maria brought up the possibility of adding a bioswale or other street scape safety measures for a mid-street landing while crossing.

Kevin planned to check into information for contacts at SMART and Brent volunteered to contact SMART to inquire about snow shoveling and paving.

d. SURVEY EXAMPLES FROM PAST CITY STUDIES

Kevin provided examples of past community surveys put out by the city about projects. Discussed options for survey types and options to reach residents, visitors and users of parks and services, and how to reach such as mailings, local publications, online like SurveyMonkey, or at the Farmer's Market.

Discussed ideas to survey such as: what would responders like to see more of: walking trails, bike lines... or what improvements in the city to pathways/mobility would people like to see?

e. 2022 WORK PLAN

Chris reaffirmed the need for a plan for the year of priorities. Brent suggested taking time to explore discussed projects and how to assess by impact and budget/obstacles to help prioritize projects and make goals. Planned to use existing spreadsheet of discussed projects to evaluate and prioritize discussed projects. Planned to begin creating work plan at next meeting, questioned how to go about evaluating and prioritizing, Bill volunteered to lead that with a white board.

6. NEW BUSINESS

a. ANY NEW TARGET AREAS? – None identified

b. CERTIFICATION FOR WALKABLE/BIKEABLE COMMUNITIES

-suggestion to research if there is something like this that exists, look at requirements and plan for how to obtain certification.

7. PUBLIC COMMENT

None

8. COMMITTEE MEMBER COMMENT

Chris shared that DPW engineer looked at the crossing to the M-5 bridge, suggested crossing further west to avoid obstacles of residents' fences and such.

9. ADJOURNMENT

Maria moved to adjourn and Bill supported  
Meeting adjourned at 8:41 pm

Next meeting: April 13, 2022

FARMINGTON PLANNING COMMISSION PROCEEDINGS  
23600 Liberty Street  
Farmington, Michigan  
March 14, 2022

Vice Chairperson Perrot called the meeting to order in Council Chambers, 23600 Liberty Street, Farmington, Michigan, at 7:00 p.m. on Monday, March 14, 2022.

**ROLL CALL**

Present: Crutcher, Kmetzo, Mantey, Perrot, Waun, Westendorf  
Absent: Majoros  
A quorum of the Commission was present.

**OTHER OFFICIALS PRESENT:** Director Christiansen; Recording Secretary Murphy; Beth Saarela, City Attorney; Brian Golden, Director of Media Services; Brian Belesky, Audiovisual Specialist.

**APPROVAL OF AGENDA**

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

**APPROVAL OF ITEMS ON CONSENT AGENDA**

**A. February 14, 2022 Minutes**

MOTION by Kmetzo, seconded by Waun, to delay the approval of the items on the Consent Agenda.  
Motion carried, all ayes.

**PUBLIC HEARING – 2023-2028 CAPITAL IMPROVEMENT PROGRAM**

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

Director Christiansen stated this item is to hold the required public hearing for the 2023-2028 Capital Improvement Program for the City of Farmington. The Capital Improvement Program Steering Committee and City staff have been working diligently on updating the program to incorporate into the City Master Plan and are requesting then the Planning Commission to hold the required public hearing for this evening at tonight's meeting. At the February 14, 2022 Planning Commission meeting you recall the commission scheduled the required Public Hearing for the Capital Improvement Program for this evening, March 14, 2022. Public Notice was published and the draft 2023-2028 Capital Improvement Program is attached with your staff packet for your review. If I may, Mr. Chairman, I will go ahead and scroll down to this draft. attached with your staff packet also you'll see here is a copy of the required Public Notice, so that Notice as required for the Public Hearing this evening was published and we have verification of that, an



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Affidavit, so we are compliant then with the statutory requirements scheduling and then this evening hold the Public Hearing. And I'll move to the document and if I could I'll go ahead a turn this and what you have then up on screen right now and what's in your packet is the draft 2023-2028 Capital Improvement Program for the City of Farmington. What is required by State statute is that the Planning Commission which you're responsible for the Capital Improvement Program as part of the overall City's Master Plan, put together a Capital Improvement Program for a six-year period and as you are aware the City does this annually for a six-year period. You might recall and without going back into too much detail, this process really starts in the fall, there's a Capital Improvement Program Steering Committee that is formed, that committee consists of various representatives from the City's boards and commissions including City Council and also Mr. Majoros from the Planning Commission. After a series of meetings a draft is put together and that then is presented to the City's boards and commissions, they have a chance to make comment and to weigh in on that draft. After that is done it comes back to you, which it did in February, and the Planning Commission then looks at that completed draft and if it is inclined moves forward with scheduling the required public hearing which you did for this evening and that's what you have before you. So, before you is the completed draft for the 2023-2028 City of Farmington Capital Improvement Program and the required public hearing as required scheduled for this evening. I'll turn it back over to you, Mr. Chair.

Vice Chairperson Perrot thanked Christiansen for the introduction.

MOTION by Waun, supported by Westendorf, to open the Public Hearing.

Motion carried, all ayes.

(Public Hearing opened at 7:07 p.m.)

### **PUBLIC HEARING**

No comments heard.

MOTION by Crutcher, supported by Westendorf, to close the Public Hearing.

Motion carried, all ayes.

(Public Hearing closed at 7:08 p.m.)

Director Christiansen stated that the Commission's responsibility tonight is to hold the Public Hearing and then also to act on the draft as it's your responsibility under statute to act to approve the draft and in doing so if you were so inclined to do so and move it on to City Council for their review and consideration.

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Vice Chairperson Perrot called for a motion from the Commissioners.

MOTION by Waun, supported by Westendorf, to move to approve the draft Capital Improvement Plan for 2023-2028 as submitted and forward same to City Council for their review.

Motion carried, all ayes.

### **PRESENTATION AND DISCUSSION – GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY VISION PLAN UPDATE 2022 REVIEW**

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

Director Christiansen stated this item is a presentation and discussion of the Grand River Corridor Improvement Authority Vision Plan Update 2022. At their February 24, 2022 meeting the Grand River Corridor Improvement Authority joint Farmington/Farmington Hills' boards, approved the Grand River Corridor Vision Plan Update 2022. The purpose of this item is to review the plan approved by the joint CIA Boards and to consider adoption of the update CIA Vision Plan as part of the City of Farmington Master Plan and comprehensive planning program. The Planning Commission previously had done this with the initial Grand River Corridor Improvement Authority Vision Plan which was developed and was approved and was approved and adopted by the Planning Commission back in 2013 and a copy of the minutes from that meeting from that time and from that action, from that meeting is attached with your staff packet this evening. If we scroll into that, Mr. Chair, this is a copy of the minutes from that meeting. There was discussion back in 2013 around the Vision Plan, you might recall the Grand River Corridor Improvement Authority was established in 2012 and that was their initial vision plan in 2013 and now over time and through the successful implementation of significant part of that plan in moving forward, it became time to update the Vision Plan, the Grand River Corridor Improvement Authority like the Planning Commission does with the Master Plan, went ahead and engaged various interests working together with the City of Farmington Hills Grand River Corridor Improvement Authority jointly via the Interlocal Agreement that the two communities have, Farmington and Farmington Hills, when it comes to their work together on the Grand River Corridor, then embarked upon updating the 2013 Vision Plan. And it's been about a year in process. So, now that they've gone through that, they've completed that process, the bodies have acted independently and then collectively together back in February approving that update and moved it forward to you, want you to consider it. The action they're requesting is for adoption as part of the City Master Plan and comprehensive planning program here in the City of Farmington. So, that's what you have before you this evening. The motion that was presented and acted on back in 2013 again is here in these minutes, I believe if you look on page 3, so that was what was done in 2013. What you then have before you this evening then, going on from the minutes of 2013, and this is the update, and the update is just that, it's an update of the 2013 plans

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for the corridor that includes an introduction, the four focus areas, reference information and overall revision of those areas that needed to be updated since the work that had been done since 2013 under the plan that is current that was created at that time. So, without going through the entire document and you have it in your packet, I'm happy to answer any questions that you may have. I'll just go to the first page and quickly, the Grand River Corridor Vision Plan sets forth a collective vision for the future of redevelopment along Grand River. And so like the Master Plan for the City of Farmington that you have responsibility for, and update as necessary. Typically our rule of thumb and by statute is every five years the Corridor Improvement Authority has a plan specific to the Corridor and it is a joint vision plan again with Farmington Hills. So, this is the update, it's before you this evening. Again, both bodies have acted on it, it's moved forward to you for your consideration and action this evening and I'm happy to answer any questions that you may have.

Perrot thanked Christiansen and opened the floor for questions from the Commissioners. Hearing none, he called for a motion.

MOTION by Kmetzo, supported by Crutcher, to adopt the 2022 updated Grand River Corridor Improvement Authority Vision Plan approved by the joint CIA Boards as part of the City of Farmington's Master Plan and comprehensive planning program.  
Motion carried, all ayes.

### **PROPOSED ZONING ORDINANCE TEXT AMENDMENT – ONLINE RETAIL DELIVERY STORAGE & PICKUP FACILITIES**

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

Director Christiansen stated this item is a discussion and scheduling of a public hearing for a proposed zoning ordinance text amendment for online retail deliver storage and pickup facilities. As indicated in the staff packet, the proposed amendment would allow online retail delivery storage & pickup facility establishments within the City of Farmington in the C-2, Community Commercial, and the C-3, General Commercial Zoning Districts as a Special Land Use. A copy of the proposed draft ordinance is attached. As the Commission is aware, we've had quite a bit of discussion about this particular item with respect to a recent site plan application and proposal for this type of use in one of our shopping centers here in the City of Farmington. After discussion and action by the Planning Commission and then direction from the Commission and discussion with the City Attorney and with City Administration at the request of the Planning Commission, a draft zoning ordinance text amendment addressing this item was prepared. You might recall that you were not inclined to approve it, the site plan application, you felt that, if you might recall, you needed to address this more comprehensively since what was being proposed is likely not to be the only one that may come to the city and come before you.

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So, again, after discussion and after working with the City Attorney this draft zoning ordinance text amendment was prepared and with that, Mr. Chairman, what I'd like to do is turn it back over to you and certainly the City Attorney is here this evening to answer any questions as well as myself regarding this text amendment. You'll note as currently drafted it establishes again this type of use as a Special Land Use with special criteria, so that requires a Special Land Use application if it were to move forward this way and become part of the zoning ordinance and it would also then require not only an application but a site plan and a public hearing and then compliance with the Special Land Use requirements that are in this draft. Currently it's focused on two commercial zoning districts, we did have some consideration in the Industrial District and whether that was reasonable or not. That's not what's proposed here. So, that's one thing to consider. There were some comments I think made along those lines, too, so, with that, Mr. Chairman, I'll turn it back over to you.

Vice Chairman Perrot stated so we have had time to review the draft as Kevin had mentioned, Special Land Use, C-2, C-3, and then at the very bottom of the third page is the Section 2 and there's some specific areas addressing outdoor storage being prohibited, hours of operation, addressing traffic and parking and things like that; do we have any questions after reviewing this?

Commissioner Crutcher stated I have a question. Do we in our definitions now have defined what online retail delivery storage and pickup facilities are?

Christiansen replied that's a very good question, Mr. Crutcher. The definition is not currently in our definitions section and it is not included with this draft other than through the Special Land Use standards, so it's referenced through the standards but there isn't a definition specific. That's something if you wish to look to have a draft specific to a definition we would look to move forward with and put something together. I guess through the Chair I would defer back to the City Attorney regarding that question. Again, the Special Land Use standards tend to define what this is but certainly something more specific in the definitions section could be considered.

Attorney Saarela said that is not defined in the ordinance but if you feel that will be helpful, we can definitely try to come up with a definition.

Crutcher said maybe a better question is what constitutes an online retail delivery storage and are Special Land Uses for any or all of these things, does it have to be delivery, storage and pickup or is it just storage or what?

Saarela replied online retail would be the category, delivery would be like Amazon, storage and pickup facility, so they're going to store and you can pick up from there.

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Crutcher asked if this applies to a retail facility that is now going to do stuff online with Amazon and Saarela replied no, that's a regular retail establishment. Crutcher said I thought our issue here was a pickup for delivery services or delivery drivers as opposed to what's to prevent the same thing from happening at the Fresh Thyme, people start having orders picked up at Fresh Thyme, does that now become an online retail storage pickup and Saarela replied no, because it's a store that you can go in and shop, it's a retail as its primary use and you can pick things up there which you can pretty much do at any store.

Crutcher asked what happens when someone opens a retail store which would be permitted like the Fresh Thyme and then adds an online delivery pickup facility for its use, do they now have to go through a Special Land Use?

Saarela replied no, that's a retail establishment where people can go in and shop, it's not a storage facility. A storage facility is where you have delivery people just coming in and picking up, you don't have the general public going in and shopping.

Crutcher said someone who's going to do business as mostly retail, all retail, and primarily the delivery service pickup to be taken somewhere else, if they open as a regular retail first, they can then start doing online delivery services.

Christiansen stated if I might, Mr. Chair, and your questions are excellent and I had discussion with the City Attorney and I think your suggestion regarding definitions would help clarify specifics and answer the questions that you're asking. When we look at uses and we look at definitions and if we don't specifically see a definition for a particular type of use, we look to see what the primary function is, the primary operation. And then going through the list of permitted uses, Special Land Uses within the zoning district, you look to associate it then with. In this case online delivery services, specifically this particular use, is looking to establish a location to have products that are stored within the building that as a primary function and activity, are picked up and delivered, not by customers but by delivery people, staff, individuals, companies, however that works, that is the primary function and that's what the intention is here. If delivery happens to become ancillary to or accessory to to a certain point and it's not the primary, the primary still is principal and that's how that use is established and can continue. If somebody wanted to establish the use as a customer based use, a grocery store in this case as we're talking, but then at some point in time wanted to convert from a customer based store to a delivery based store and that became primary that would be transitioned to change the principal use and we'd have to address it that way. But if it's accessory to or associated with and the principal still is a customer based store, it stays as that type of retail, that's how it's typically handled. I think your suggestion is a good one, to define it. And you define percentages. You might recall the item that we had before us here, you had before you, was looking to be 90% delivery and 10% maybe customer if I recall correctly for all the

work that we did coordinating that. So, the principal, the primary was online storage delivery 90% and 10% of customer base. You might recall some of the concerns were how that was all facilitated, how the delivery worked, where the delivery took place on a particular site, the hours of operation, some of that included in this draft here. But I think to assist with what you are talking about and to clarify and to make it more clear, a definition will help that.

Crutcher stated my only concern about this is I don't see --- I don't have any objection to the business model, I don't see what the objection is to the business model other than the drivers, the delivery people would probably not be residents of the community coming in. So, if that is a concern, then it's probably something we can't state as a reason for not allowing them but that appears to be the reason for not allowing them. The percentage difference between retail pickup or delivery, that's a very arbitrary number. Whatever we set it at we'll have to enforce it and what happens if we set that number and whatever that percentage is, and the way that the business is operating, the pickup/delivery just winds up doing so much better than the walk-in even though they intend to have 50% to be walk-in, if only 2% actually walk-in, are we not going to enforce it and have them go through the Special Land Use even though they never intended on not having a retail.

Christiansen said when the nature of use is changed and they don't change from how they operate and if also, too, they are still in compliance with ordinance requirements, then there would not be an issue as long as they were operating accordingly. If there was a change in the nature of operation of a use and it deviated from what the ordinance allowed, we have to address that and there might be a number of different things that would have to happen. They'd have to cease operate and/or they would have to seek an amendment potentially how to operate. I will say this: my recollection from what your comments were and what took place in the several times that that application for this type of use was before you, two things were of concern. One was how is delivery done, where are those vehicles at, where are they going to be on a particular site, what is their relationship to adjacent properties and the hours of operation. You might recall that initially that applicant said he wanted to operate 24 hours and there's residential behind those areas. The other one they were in the back of the building of the shopping center's loading and unloading areas, I will say this, that particular site could accommodate that the way that it's built. But there are other shopping centers that all they have is a very small two track alley with a wall, if that, screening the adjacent residential and you can only imagine how that might be able to function because it probably would not be able to function, they couldn't meet the criteria for how it is to operate and again, you would such a proximity to the residential area. That's why I think some of these standards came about because not every commercial location is probably suitable from what was presented and what might happen and through the Special Land Use, that would be a process up to the Planning Commission.

Crutcher said but per the description and this is just speaking to the previous applicant, per the description of how the delivery drivers would operate, they're going to look like customers, they're going to look like regular retail customers, they're going to park their car, they're going to get out of their car, they're going to walk into the store, they're going to pick up a package which has been paid for, then they're going to leave the store with the package, they're going to get in their car and they're going to drive away. If I go to the store to go buy a pack of gum, I'm going to drive my car, I'm going to get out of my car, I'm going to walk into the store, I'm going to pay for online or in the store, I'm going to take my package, I'm going to walk out, I'm going to get in my car and I'm going to drive away. So I understand the concern for having this special area for the drivers to come and go but these drivers are just going to look like customers. So, the hours of operation, I understand that, that makes sense for any retail operation, we set those standards, but by having this as a Special Land Use it seems to kind of be picking on the character of people or the kind of people who are now doing these deliveries.

Christiansen replied I don't know if that's true. I think what the case is, and we've had this dialogue here, that you have and you even indicated that there are some parts of the operation that need Special Land Use consideration. Hours of operation, maybe where egress and ingress takes place, the amount of intensity, and those are the kind of things that Special Land Use is set up to address and then everybody is on the same page. You might look at, if you look at the standards here and they're up on screen, outdoor storage is prohibited under this draft, hours of operation are an issue, having a dedicated parking area for the delivery personnel specifically, traffic and parking study, one of the things that you know in your review of site plans a lot of times, is use specifically look for to meet the ordinance requirements, how loading and unloading is done, where it takes place, where the ingress and egress is, so those are the same kind of things here. And then again, it's not personal, it's operational as these are written. So I think that's something to really keep in mind, I think what you may wish to consider again through a definition is the specific language for the use and then that then should be reflected with these standards right here and moving forward as such. I'll just again say every commercial area in the City of Farmington is not the same as every other, there are some unique situations, I mentioned that one, and that would have to be addressed in however you look to handle it. But at least through this process it also gives I think the owners of these properties and then these businesses if they have interest here in moving forward, a structure to how they come about and how they operate so everybody is on the same page. That's very typical with a Special Land Use scenario, that's my experience and the City Attorney I think has a comment here to that effect.

Saarela stated the thing that we were looking at, going back to the applicant that was here, storage facilities are not a commercial use, they're an industrial use. There's a very fine line between what is being proposed here. For a storage facility you have drivers, delivery drivers picking up which is similar to the use we're talking about here. So I think

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the Special Land Use comes in and that fine line between is it commercial or is it industrial and these Special Land Use permits are intended to make sure that the industrial part doesn't flow over into the commercial, that's the need for the Special Land Use.

Crutcher said I understand that but I think this particular applicant and the use of language hadn't just described it as a pickup facility then it's just like a CVS which also stores product in their store and people can go in and buy it via delivery service or in person, other than saying it's a storage facility is the only distinction.

Saarela stated that's the distinction under the zoning ordinance between commercial and industrial.

Crutcher said so I'd argue and come in and say we're not a storage facility, we're just a retail facility and Saarela replied let's say you have a primary use and a secondary use, but the public is allowed to come and go and shop, then the primary use is a retail. A commercial warehouse, the public physically can't go in these shops, so I think that's the distinction right there, after that it will be helpful to have in the definition public being allowed to enter and shop the store as retail, drivers and delivery personnel being allowed to enter and pick up previously entered orders, there's a way to define it however you have to keep the line between the two and that's where you have to let Special Land Use standards protect the commercial.

Christiansen said and we work very close with the delivery business and there's a requirement here in the City of Farmington before you establish your business to submit an application for zoning compliance and we review the use and if your use is a compliant use and meets requirements and whatever that might be move through the steps in the process. If it's not, if it's a use that is not compliant specific with the zoning district, which happened in this case with what was proposed at that shopping center, we look to see where you might fare, how it could work, and we did not have a structure for that which is why it then moved through the process that it did as a use similar to other types of uses and you didn't find that it was, so the other alternative is where you're at right now with this. And again, this is not personal, it's operational, and the real big concern are the ones we talked about here. Most of our commercial properties are somewhat in proximity to adjacent residential properties and so that we are very mindful of all the time and certainly, too, it would be very noticeable if you didn't have people parking in the parking lot just as typical customers and there was a delivery type group doing the same thing all of the time, that would be something that would be obvious but how do we accommodate that and that's where this amendment comes into play. The standards are public, health, safety, welfare standards for the most part. I had a couple comments if I might, Mr. Chairman, from another commissioner that is not here this evening and I'd like to share those. The first comment was are we able to make these Special Land Uses in both the C-2, C-3 districts as well as Industrial, so that's a question that's being asked and that's



not part of this draft, it's only in the commercial and not in the industrial right now. Again, there might be some different things that need to be considered. The other one was again percentage of delivery versus customers coming through a front door. What discerns delivery from a customer base coming in, what's that level, and again the definition we talked about is probably a good suggestion to go ahead and validate that. And then the other concern here expressed in these comments would be consideration on density within an area with I think the comment here is how many do we want within a certain proximity, do we want to allow this on any commercial property or do we want to have a certain limitation, how could that be handled if we chose to do that, should we have a threshold for how many would be permitted. The only thing I could comment on that would be and I'd go back through the Chair to the City Attorney, regarding what it would take, if anything could be done legally to do that, certain uses you have some limitations, limitations on proximity to other types of uses, so you have separation distance and sometimes you have limitation on certain types of uses based upon special circumstances and you have limitations on bars with liquor licenses, there's only so many made available through the State, etc. You have separation from other certain uses from certain other uses like schools and churches, etc., that sometimes puts a cap on things as far as amassing these types of uses, I'm not sure how that's really achieved because it's looked to be a private type, in this case commercial Special Land Use, commercial use with the industrial elements, the delivery elements, how that's handled I'm not really sure, again, I'd go back through the Chair to the City Attorney on that, but these were the questions that were brought up that were asked to be shared this evening so I wanted to be sure to do that, something else to consider.

Perrot said I have one question and I'm sure you addressed this, but have we looked at any other precedents in other communities, obviously we're not the first to be approached with this style of business and when we drafted our amendment and Saarela replied no, we have not done any comparables. Crutcher then asked to explore that option because some of the examples from the previous applicant showed the facilities in downtown areas it looked like so can we just confirm that there are other communities that kind of feel the same way about it or have addressed it similar or just to see how they addressed it. Because it looks like they were doing it, they were looking right down Grand River, that's what it looked like. Crutcher asked does the fact that there's going to be delivery drivers coming and going and Kmetzo replied the customers can come in and do actual shopping and Crutcher stated no, they can't. Kmetzo stated they can go in and pick up their order but they can't shop, so there's a distinction. Perrot said it's the same action, it's just two different types. Crutcher said so it's like ordering online and going to pick up your product and Kmetzo replied correct, you can't shop. Crutcher asked if we were going to allow people to shop and Christiansen replied that is not a question in our exercise here, the concern is a storage use that has delivery but it's primary and principal and how that can be facilitated whether it's chosen to be or not. I don't think the question has ever been the ability for a customer to come through a front door, however that's

handled, that's done all different ways, right. You pick up food, sometimes you sit down and eat it or whatever else, but it's the percentage that makes the primary. If the primary is delivery and storage, then it tends to function more like in our ordinance an industrial type use, not a commercial use, that's kind of why we're here where we're at right now, that's why there's a question still whether we're looking to consider this as an industrial as well, that's a whole 'nother part of the equation. And again, I think to simplify, it's a matter of the attributes of the use and there was one more here in the comments I received and that goes back to the hours of operation. but the four areas of question were the zoning district and the Special Land Use, just commercial or commercial and industrial and the percentage that makes it primarily storage and delivery and then the density, how many within a certain area or should there be a limitation or not and then the hours of operation I think are the suggestions that were made that sound like they were really good ones, a definition, and would love to see how this was accommodated in other communities, I don't know that other communities have looked at it, like do they have other provisions, I don't know, we'll have to take a look at that and come back to you and maybe what is most reasonable, Mr. Chair, in light of your comments and questions, we'll work together with the City Attorney and come back to you with a revised draft in the next week or so.

Vice Chairman Perrot stated yes, I'd be a lot more comfortable with looking at and benchmarking other communities, I don't want to create a huge research project out of this but once it's in our minutes, looking a lot further down the road once it's in our minutes and we approve it then it's legally binding and then we can at least if this evolves into the way online shopping and the way that we acquire goods and services over the years, it's traveling much faster than our codes. So, at least we looked at it, we have precedence that we looked at it, we have something that we benchmarked off of, so that would make me more comfortable going forward. so, Kevin, correct me if I'm wrong, but it would be a motion to table pending benchmarking study going forward of surrounding communities, other examples of this type of a business and really compare it to our community and see how we stack up going forward just to make sure that we obviously we're not going to be able to address every single aspect of this business because it's evolving but if we can cover more of it and get a little more language, get it into our minutes that we looked over things, something along those lines.

Christiansen stated that you may wish to in a motion to table in order to allow staff and City Attorney to review the comments made by the Commission regarding the proposed draft and to investigate this type of ordinance and how it's being handled in other communities and also to prepare a definition for this proposed use as well, if that makes sense to you.

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MOTION by Crutcher, supported by Westendorf, to table the proposed zoning text amendment in order to allow staff and the City Attorney to review the comments made by the Commission regarding the proposed draft and to investigate this type of ordinance and how it's being handled in other communities and also to prepare a definition for this proposed use as well.

Motion carried, all ayes.

## **REVIEW AND DISCUSSION – ZONING ORDINANCE AUDIT**

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

Director Christiansen stated as the Commission is aware in the continuation of the Zoning Ordinance audit, I think as you mentioned, we continue to work on this and this is next in the series. This item is a review and discussion of the City of Farmington's Zoning Ordinance, that is Chapter 35, Zoning of the City of Farmington City Code. In the staff packet here is a link to that. If you will recall we have been diligently working together with the City Attorney, city staff and yourselves, on our Zoning Ordinance audit subsequent to the adoption of the updated Master Plan, this is what we embarked upon and we have moved through Chapter 35 of the Zoning Ordinance and now we're on Articles 12 and 13 which are the Special Land Use and site plan sections of this Zoning Ordinance. There is a memorandum that is in your staff packet that was prepared by the City Attorney and I'll move to that and just informationally at this point we have moved forward and now this evening through about three quarters after these two articles of the Zoning Ordinance, looking to move to the last articles, there's a couple more that deal with some functional areas, zoning board and definitions and then there are the administrative sections of the ordinance as well, so we'll move through those. I thought we might be able to get through those April, probably most likely by May, so we will probably have a few more meetings after tonight but that's just information for you. But with that, Mr. Chairman, there's a memorandum that's been prepared by the City Attorney with respect to the Zoning Ordinance audit before you this evening for Articles 12 and 13 and I'll turn it back to you.

Vice Chairperson Perrot opened the floor for questions from the Commissioners.

Saarela stated that what you're really looking at is have you had any problems with site plan review where you felt the procedures needed to be tweaked in any way that would make it better, easier, any problems you've had over the years, and with the site plan looking procedurally how that works for you. special Land Uses you're looking at a couple different things. There are standards for general Special Land Use approval that you find in Section 35-152. You can look at the standards and see if they need any modification that you think and more importantly starting in Section 35-158, you have specific Special

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Land Uses that have specific standards attached to them that you may wish to update based on how you've seen Special Land Uses operating over the years, if anything needs to be added, modified, updated with respect to any of those things. So I think those are the primary issues you'll be looking at with respect to these two articles.

Perrot stated I'm sure my fellow Commissioners could attest to the fact that we talked about a lot of different businesses over the years, with drive-thrus, without drive-thrus, but if memory serves me I don't recall having any that were a big sticking point, a lot of it was putting it back on the petitioner to basically clean up their presentation or their application to the city in terms of updated drawings and having all the different views and drawings and such that are required before we say yes or no or before they even get to us quite honestly. I'll open it up to my fellow Commissioners if they have anything from their sticky notes or previous meetings that they would like to review.

Commissioner Kmetzo stated I do have a question, Mr. Chair, on the issue we just discussed with Section 2, Chapter 35 Zoning, Article 12, Special Land Use Section 35-158, is hereby amended with the subsections that follows, does that mean the subsections will be incorporated and Saarela replied yes, if that were approved. page 22 of 23, Article 12, would follow that for an additional set of standards. Kmetzo clarified that the amendment then for this Article 12 would include those and Saarela replied yes, if it ends up getting recommended by the Planning Commission down to City Council, that would end up in this amendment.

Crutcher asked if there is anything in the ordinance now that would apply to the issue we just discussed and Saarela replied not currently. The specific standards that Kevin and I were discussing with respect to parking, access, hours of operation, if it gets approved, basically page 23 of 23 of this chapter.

Perrot said and the review process that we're three quarters of the way through is going to become the spirit of this, is it becomes a maintenance item, so really once we would go forward potentially this time next year, let's say the amendment was to be approved this year, we would catch it next time, make sure that everything was in here as the ongoing maintenance.

Christiansen stated one of the primary reasons for doing the Zoning Ordinance audit aside from checks and balances that you are alluding to, maintenance, making sure that your regulatory approach certainly is still achieving what you as a community want to realize, whatever your goals and objectives are as they relate to this case, to land use, to planning, development, and if it's all still valid and you know things change over time. Rules and regulations of the game need to be looked at because circumstances change. Now, certainly what you do with this zoning audit as we talked about is use it to reflect back on the vision, the guide, the plan, the Master Plan that you just updated in this case.

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And under State statute, under the Planning Enabling Act which the Planning Commission is responsible for the Master Plan, it's part of that whole exercise. even though zoning is in the Michigan Zoning Enabling Act, they do work hand in hand. The planning part of it is the guide, the road map, and what you do once you update or adopt a new or updated road map is you look to see that your rules are able to implement your road map, so that's what you've been doing here. these two articles are very, very significant in terms of a community's overall focus of its land use, its development, its economic development, when you look at the process for Special Land Use, you know special land uses are unique uses, ones that have special consideration. but there are ones that really need to be given consideration in terms of what they bring to the table and then how they are addressed and what the standards are to achieve them if there's a desire to do so. And of course site plan review is a process and you know you need to make sure that your processes are working the way you want it to work, right, however that comes about through application, to the information provided, to what they're trying to achieve with that information and to realize and then what you look to approve and what legally validates that approval, represents that approval because then you're going to move it forward to the next step which is the building permit processing and construction and everything else. So these are really significant articles and I can tell you that you've used these two articles, you as a Commission for a lot of years, very, very effectively. And if there are areas or areas of concern, we probably would have identified them or we certainly would discuss them. Certainly one of the challenges is again the nuance use, Special Land use is kind of the ebbing and flowing portion of this tool of the Zoning Ordinance. Site plan review maybe not so much but as technology changes it needs to be accommodated for, too, we've had to do that. It used to be, and Mr. Crutcher can attest to this and certainly Mr. Westendorf, too, architects, in the day you had to submit so many hard copies and that's what you submitted with the application and whatever else it was. It's a different world today, right, so much done electronically and digital information helping to exchange, helping to put together and all of that. So you have to modify your site plan requirements to reflect that and also, too, sometimes, the elements that are desired to be mandatory on a site plan, things shown, general things we can understand, building and access and parking and those things, but there's a lot of new things that are coming about, too. One off the top of my head, you know, and I think Mr. Westendorf might have been involved in this in his private business endeavors in his profession, gas stations. Gas stations used to be a place where you pulled up to the pump island and got your gas and you paid for it and you went on your way. Well, that's not the case anymore. Gas stations are now multi-faceted and multi-use, they are convenience stores and now it's not even just gas, now we're dealing with electronic charging stations and everything else. So, all of that has to be accommodated for, some nuances have to be provided for and things like site plan review codes as items that are looked for and how all of that is handled, so it's really different today. So, as we're going through here, these sections, these two articles really haven't had a lot of issues but obviously we're looking to make some

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changes in the Special Land Use section because we considered an amendment tonight and that will probably continue as we go on.

Crutcher asked in the ordinance in terms of site plan submittals, we're not requiring sealed documents for site plan review and Christiansen replied for site plan review that's not required by ordinance but obviously when we get to buildings and architecture, we do require that. Certainly when we get to the construction plan phase and also representative site information, so the surveys, registered land surveyor, infrastructure, certified by a registered engineer, so definitely when we get to those certifications. But we certainly welcome that, it's usually a preference if you will when we have professionally prepared plans at this level by a landscape architect or a site planner that is registered and certified because they know what to provide and it makes it I think better for you as a Commission looking at those instruments.

Perrot stated Section 12 obviously has types of businesses that haven't existed in Farmington but it's important enough to have them addressed to state basically what our position is on those businesses and Christiansen replied I would say, Mr. Chairman, Article 12, the intent of the article is to provide standards for Special Land Uses which are uses which under unusual circumstances could have some level of impact, it might be a detrimental impact or a negative impact without consideration of circumstances and addressing those unique circumstances. So, you have to be mindful of that. Not every particular use is straightforward and is one that doesn't impact adjacent uses negatively or would be compatible with. So, these Special Land Uses are ones that have unique circumstances and they require you as a Commission to look at them with a different level of focus, in this case site plan and Special Land use considerations, public hearing, notice goes out, property owners get notified, so they're made aware of these kind of things so they can then be engaged in how they come about if they even do. And that may vary extensively and again, usually because they have unique circumstances of some type, there's some level of impact.

Perrot stated the one thing that I noticed there's a huge list of adult regulated uses and for obvious reasons. and then we get to page 18 of Section 12 and at the bottom under recreation facilities one of the items, a lot is really benign things, skating rinks, swimming pools, batting cages, but also included in there is shooting ranges. Now, obviously in our community as small as we are, the 2.3 miles or whatever we are, there's a very short list of properties that could even entertain that type of a business.

Christiansen replied it's interesting that you say that but those types of facilities if you in your travels may notice are in many communities, indoor ranges, archery ranges, indoor shooting ranges. Here our ordinance being not looking to be exclusionary because we can't be exclusionary, we have to provide for opportunity for all uses unless there's some legality involved or some ending court case results that impact the particular use. In any

event things like shooting ranges or other types of uses that have some unique elements to them all have to have in this case as they're listed here certain standards, Special Land Use standards addressed and so that's how that comes to be in our ordinances and many others in structure. so, these uses here, I think if you look at page 18 of 23 in this particular article and it talks about recreation facilities, indoor entertainment and amusement establishments. many of the ones listed here have something unique about them and that's why they're here and for them to be considered specially by you via site plan and required public hearing.

Perrot stated the other thing that pops in my mind is if you think about all the conversations that we had years ago about putting a Burger King in next to a neighborhood and imagine if we're putting a shooting range or we have an application for a shooting range next to a neighborhood. It was just something that jumped off the page at me.

Christiansen stated you can see the list is extensive because there's a lot of uniqueness to various uses and that's why as you're talking about there's a uniqueness to that situation with the delivery type use. It's not ancillary or accessory, it's intended to be primary and our ordinances aren't set up for it yet. You know, again, there's new uses that come up all the time that we have to then look to address and find the best way to provide for, accommodate, or to handle, that's what we're doing, that's the situation so I'm glad we're having this conversation. You can see here and what the detail is in this Special Land Use section, whatever it might be. Look at everything that relates to storage and outdoor storage and how all that is done and everything else, there's a lot of code requirements that are put in place to make sure they operate in the best interest of the public, health, safety, welfare, that's really what it is.

Crutcher asked if a motion was required and Christiansen replied no, what you've been doing is going through that and you've been completing your work, if there's any recommendations or suggestions you've made them, we've had a couple over time that we've been doing this work and make note of that accordingly and if there are no other questions and back to the Chair what we would look to do is to move on to the next series of articles. I think we probably have an April meeting with the zoning audit and probably a May meeting, too, and that should get us to the end. The last article is the definitions portion of the zoning ordinance. Between here, Article 13, and that definition section, there are two sections that deal with operations. One is loading and unloading and the other is off street parking, so those would be the next two along with the Zoning Board of Appeals and then the administrative articles and definitions, so that's what we have left.

### **UPDATE – CURRENT DEVELOPMENT PROJECTS**

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

Director Christiansen stated I think that everybody is happy that the weather looks like it's going to be breaking and we can get back outside and enjoy our wonderful community walking about through our neighborhoods and into and through our downtown and hopefully, too, you'll get to see some more of the activity because there's been so much that's been going on with repurpose and with redevelopment and with new uses and with working and investing and updating and upgrading properties here. We've had quite a bit of discussion in the last while about that. I guess, Mr. Chairman, I would instead of going through a list of properties I might go back to you and just ask the Commission if there's any particular project that you have any questions about, anything that you want to ask about or that's on your mind and we can have that kind of dialogue if that's okay with you, Mr. Chair.

Perrot said one I just found out about today, the salad restaurant that's going in next door to the florist, how close are they and Christiansen replied pretty close, they've got their plans approved but they have some adjustment to that unit because it hasn't been a food and beverage business before. So you know when you go into an existing building, an existing unit, that isn't facilitated or built for that, it has to be retrofitted and sometimes that requires you to look at the infrastructure, so that's sewer and water and everything else and how that's all facilitated. Also, too, things like egress, ingress, it is bathroom facilities and other things, so I would defer to our fellow commissioner architects and to their experience with some of that because I know it's not so easy when you have older construction and it has to be retrofitted and repurposed to accommodate a use that hasn't been there before, that it wasn't originally built for. So, we're working with the business owner there and with the owner of the property addressing some adjustments but that's moving on and we hope to see that realize shortly.

Perrot asked about the Farmington Diner and Christiansen replied that would be the old Panera Bread and they've been inside, they have construction permits, they've been doing interior work to repurpose the inside, the dining area, the customer service area, the kitchen. And like I was referring to with the weather, once the weather breaks a little bit and they can get back outside and do some exterior stuff, just cosmetics, that's site plan related and they're looking to complete that shortly so that they can open, too.

Crutcher asked if they are expecting parking issues like Panera had and Christiansen replied Panera had parking when it was approved to accommodate it, that was a brand new building twenty some odd years ago. And when it was built, it was built under the standards of the time, it just happens to be a use that's very desirable and so they had a lot of parking issues at peak periods with the need for overflow on adjacent properties and the like. Will they have the same sort of circumstance? I don't know, I guess that remains to be seen but it is a use that's approved for, what it's being repurposed for based



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upon the existing construction and what is there, and so we'll see how that goes and if there's anything else that needs to be addressed, no changes proposed.

Crutcher stated I asked one of the tenants at the mall next door, indicating they have an issue now with parking because of Tropical Smoothie and Christiansen asked not enough parking and Crutcher replied not in the right location. Christiansen said I look at that center, just my observation, and if anybody else sees different, please, but I was concerned about that, too, in my capacity here and as a user of that center here in the City, quite often all the businesses there, knowing that the displacement or the removal or elimination of a certain amount of parking to accommodate a building in this case Tropical Smoothie might result in impact on parking as a whole let alone parking in certain locations, we were mindful to take a look to see what remained and I can tell you there's parking available in my observation in the middle and to the west, not just on the east because there's a building there. Crutcher said I agree that parking is available, it's just where it's located at. And then when the diner opens, their overflow is going to push to the grocery store and other stuff. We're probably going to hear a lot of complaints about people having to walk and Christiansen replied one of the focuses of our long range plans is trying to make the community a walkable community. So, I know parking is available on the site, you might have to walk a little bit from where you're parked to the businesses you're looking to go to.

Perrot stated we talked about that in depth and about the fact that it's hard to argue that seven days a week the west end of that parking lot in front of O'Reilly's is pretty much empty, that was a big part of that conversation when we were talking about Tropical Smoothie.

Crutcher said I have a question about the old Burger King and Christiansen replied I've heard that there is a potential lease agreement, but nothing has come to fruition yet, we haven't seen anything, nobody has come in with any plans to move in or establish a new business. But through the broker we were made aware that there is an interest. you know the same thing is happening across the street, not to jump ahead, with the Chicken King building. You know we have some opportunities for food and beverage in particular in our community and you know that would probably not be inconsistent with what you're seeing based upon the impact of the Covid pandemic on food and beverage businesses. And so a number of them were not able to continue to operate so there's a transition that's happening right now but we are realizing new tenants, new uses. You'll note that you talked about Panera Bread and the Farmington Grill and you talked about the former Burger King and Detroit Eats, and I'm talking about Chicken King across the street. You know that on Farmington Road, Page's property is still listed, another food and beverage and there are a few others in various locations that are available and are transitioning and changing hands. So, we're seeing this with food and beverage businesses, not that I want to diverge from your questions here, but there are other availabilities, too, with

respect to commercial retail and also some personal professional service, it just depends on the location and where it is. But we work daily on trying to attract and the right information for and looking to help to facilitate new tenants for property owners, so that's an ongoing.

Christiansen said there a couple other good things that are going on, and you might note that I think the Amoco Gas Station is right ready to open. They're looking for employees right now so put the word out there, that's really good, they've done a really nice job. they did have some infrastructure issues, and it's just like anything else that I'm mentioning, when you have existing development, when you have existing construction, buildings, facilities, sites, that were built at a period a time ago and is built for a particular use type or whatever the rules, regulations and whatever was being brought online at the time and if it's different now and the requirements are different and the standards are different to redevelop property, to repurpose property, to retrofit them that sometimes becomes challenging depending upon circumstances. That property had some issues with infrastructure and that required them to have to go back and deal with some circumstances and they've adjusted and dealt with that and now they pretty much got to a point to where they are ready to finish the interior stocking and to open up for business and we're really, really glad to see that. You know we have a site plan across the street for Savvy Sliders, we're waiting on that. We've seen some uses in the downtown that are transitioning and coming on like I had mentioned before, there's actually a new tenant that's going to be coming into the small front portion which would be the northeast portion of the CVS building which has been vacant for quite, quite a long time, but there's a new use that's here on Grand River and it's moving its location from Grand River to that location so we're working with them to help them move forward with that right now. And just some other ones hearing through the community, again, you'll see vacancies here and there but there's a lot of interest and we continue to move forward with some of the work in progress right now, Blue Hat Coffee continues, but they're getting closer with inspections, Apothecary is moving forward, a new Common Ground, you know, they're all in different stages right now. You mentioned the ones that are to the west and out of downtown a little bit and I can just tell you, too, I think there are three homesites left for Liberty Hills and they just started their marketing and construction last summer, so that's going to be pretty good. And we continue to move forward with the selected developer for the Maxfield Training Center and where they're at in their process right now, so a lot of activity but it's something more that you'll see now as the weather breaks, you can travel out and about a little bit more and as more things are done outside instead of inside, there's been a lot of inside work, the State Savings Bank.

Crutcher asked what happened with Los Tres Amigos and Christiansen replied they're doing their outside enclosure, they have their permits and working that through right now, all the moving parts and how that works. We're really excited about all of that, it looks

City of Farmington Planning Commission

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like it's going to be a very unique modification for that property, I'm very excited about that.

### **PUBLIC COMMENT**

None heard.

### **PLANNING COMMISSION COMMENT**

Christiansen stated in our ongoing efforts of doing the kind of things that you as Commissioners and we as a City do with respect to planning and zoning and economic community development and in your capacity, your roles. You know we talk about what we're doing here with the zoning audit, making adjustments and updating, etc. One of the things I'm always mindful, too, we talked about this quite a bit over time and making sure that you as Commissioners have the tools available to you and what you need and I wanted to make you aware there was an email today regarding some training and we talked about training if I'm correct, various training seminars and workshops, to help you in your tasks as commissioners. There is a Planning & Zoning Essentials training, a virtual training via Zoom, to be provided by the Michigan American Planning Association, March 21<sup>st</sup> and 22<sup>nd</sup> and so it is via Zoom and I can tell you I believe it is in two evenings and it is I think a 6:00 – 8:00 p.m. virtual.

### **ADJOURNMENT**

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

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

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Secretary

**Farmington Community Library Board of Trustees  
Board Meeting - 6:00 p.m. – March 10, 2022  
Draft**

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Board Members Present: Stryd, White, Hahn, Brown, Murphy, Duron-Willner, Kelly

Board Members Absent: McClellan

Staff Members Present: Siegrist, Peterson, Wrench, Showich-Gallup, Sexton, McCormack

Staff Members Absent: None

**CALL TO ORDER**

The Board Meeting was called to order at 6:05 p.m. by Board President Duron-Willner.

**APPROVAL OF AGENDA**

**MOTION** by Kelly to approve the Agenda for the March 10, 2022 Board meeting, was supported by Brown.

**Vote: Aye: All in favor (7-0)**

**Opposed: None**

**Motion passed.**

**APPROVAL OF MINUTES**

**MOTION** by Stryd to approve the Minutes of the Regular Board Meeting on February 10, 2022, was supported by Kelly.

**Vote: Aye: Stryd, White, Brown, Murphy, Duron-Willner, Kelly**

**Opposed: None**

**Abstain: Hahn**

**Motion passed.**

**OPERATING BILLS**

**MOTION** by Brown that the Board of Trustees approve expenditures totaling \$256,138.95 was supported by White.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**(Plante Moran delayed at this point on agenda)**

**FINANCIAL REPORT**

**MOTION** by Brown to receive and file the Monthly Budget for February, 2022, was supported by Stryd.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**FRIENDS' REPORT** given by K. Siegrist under Director's Report.

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### **LIBRARY DIRECTOR'S REPORT** (Kelley Siegrist)

- Friends' Gala is June 3. Their citywide mailing is going out before April 15.
- FCL working with Oakland County Small Business Development Program to provide meeting space, resources, and programming to target woman owned, minority owned, veteran owned businesses and businesses with revenue under \$1M affected by COVID 19.
- National Library Week is April 3-9.
- Annual Public Hearing to present proposed FY 2023 budget will be held May 12, 2022.
- Head of Adult Services is open after Deb Hemmye became Director at the Huntington Woods Public Library.

### **(Plante Moran inserted here to present budget amendments)**

Proposed amendment will still allow for transfer of \$145,276 to Capital Reserve Fund.

**MOTION** by Brown to amend 2022 budget by adding increase of revenue of \$33,200 and increase of expenditures of \$243,050 was supported by White.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

### **LIBRARY DIRECTOR'S REPORT** continued

- **IT Update:** Pat McCormack described project to replace network switches, routers, cabling, and wireless infrastructure potentially to be undertaken by Charter Technologies and Elevate in FY 2023. Pat is in process of securing federal E-Rate funding, which will become available July 1.
- Spotlight on a staff member. This month: Pat McCormack.

### **FACILITIES REPORT** (Donald Wrench)

- Fire door update: D. Wrench has learned that original plans called for a wall and doors between original section and new part of building, where large fire door is now installed. D. Wrench is trying to determine how this will impact any future plan.
- D. Wrench has been studying conveyor systems in area. Considering bins at the exterior drop slots (east wall of building) that staff can move to a smaller, shorter, straighter electrical conveyor system in the present location of current pneumatic system.
- Liberty water fountain - wall must be opened to determine what work needs to be done. Bid will be written at that time.

### **TRAINING / RESOURCES**

- Kristel Sexton presented draft of proposed new Collection Development Policy. Supporting documents: Library Bill of Rights, Freedom to Read and Freedom to View statements, Professional Code of Ethics - all from American Library Association; Statement of Principle - Intellectual Freedom from Michigan Library Association.

### **COMMITTEE REPORTS**

#### **Strategic Planning** (Michele Kelly)

K. Siegrist has gathered example RFPs for a consultant who would facilitate strategic plan writing process.

#### **Personnel Committee**

No report. E. McClellan absent.

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### **UNFINISHED BUSINESS**

- Space Utilization Study

Both firms submitting bids had to be accommodated regarding date or time for mandatory walkthrough. **MOTION** by Duron-Willner to accept proposals previously received from Merritt Cieslak Design and Luckenbach Ziegelman for space utilization study and to have both firms present at April 14 meeting was supported by Murphy.

**Vote: Aye: Duron-Willner, Murphy, White, Kelly, Stryd, Brown**

**Opposed: None**

**Abstain: Hahn**

**Motion passed.**

### **NEW BUSINESS**

- Patricia Coleman-Burns and Tom Shurtleff from Multicultural Multiracial Counsel (MCMR) thank FCL for partnering, especially in last two years, on MLK Day and Juneteenth celebrations.
- Closing early on June 3 for Friends' Gala

**MOTION** by White to close Twelve Mile at 4:00 on June 3 to prepare for Gala was supported by Brown.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

### **BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS**

- D. Duron-Willner - looking for ideas from staff, board members for how board can show appreciation for staff.
- D. Duron-Willner - board needs to build millage and public relations expertise. D. Duron-Willner has reached out to mayors re; millage and re: communication about appointment process of library board members.
- K. Brown - millage training webinars from Library of Michigan are worthwhile.
- B. Hahn - suggest that board meetings rotate between both branches of FCL.
- M. Stryd - thank you to staff for presenting tonight. Wish to echo MCMR's appreciation for the staff work around MLK Day.

### **CORRESPONDENCE**

None

### **PUBLIC COMMENT**

None

### **ADJOURNMENT**

**MOTION** by Murphy to adjourn the Board Meeting, was supported by Kelly.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

The Board meeting was adjourned at 8:08 pm by President Duron-Willner. The next meeting of the Library Board is scheduled for Thursday, April 14, 2022, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary  
Library Board of Trustees

MINUTES  
FARMINGTON/FARMINGTON HILLS  
COMMISSION ON CHILDREN, YOUTH and FAMILIES  
March 3, 2022  
Community Room, Farmington Hills City Hall,  
31555 W. Eleven Mile Rd., Farmington Hills, MI. 48336

1) Call to Order 6:00 pm.

Meeting was called to order by Bette Rose at 6:03 p.m.

Present: Tammy Luty, Bette Rose, Ed Cherkinsky, Marla Parker, Mary Newlin, Lauren Janowicz, Jordan Scrimger, Patrick Spellman, Adam Whitfield, Steven Schneemann, Donald Walker, Marie Sarnacki, Sharon Snodgrass

2) Approval of Agenda

Ed Cherkinsky approved the agenda, seconded by Jordon Scrimger and all approved.

3) Approval of January 6, 2022 Minutes

Ed Cherkinsky approved the minutes, seconded by Sharon Snodgrass and all approved.

4) Youth Division Update

Lauren Janowicz introduced herself to the committee as the new city employee who will be working with Matt Gale on youth programs. Lauren and Matt had a meeting with the FPS superintendent to discuss bussing for the fall 2022 after school youth program. Bussing is a critical piece of keeping this program going. As of right now busses are a go for the 2022 fall after school program.

5) Issues Committee Update

Marie Sarnacki gave an update on the Career/Trade/Tech night. The date is May 19<sup>th</sup> between 7 – 8:30 p.m. Members are reaching out to different groups to get vendors for the event. The flyer is being finalized by Jordon Scrimger for the event.

Tammy checked with the city on the possibility of doing prizes. Prizes or give aways can be provided at the event. This would be like what the city did at The Hawk open house with giving a few items away for attending the event.

Marie Sarnacki discussed a program that she would like to have the commission consider. The wait until 8<sup>th</sup> grade to give a child a smart phone. She discussed this is a program that she would like to have FPS consider as students enter the school district in the fall. Tammy

mentioned the superintendent had upcoming community coffee events that she could bring this program to him at one of these. Donald Walker provided Marie with the dates.

#### 6) Call to Action Update

Ed Cherkinsky had not got an answer from the city attorney on the money transfer to CARES. Tammy said that she was informed the commission liaison should contact the attorney. She will email Lauren Janowicz with the information from our vote so she can follow up for us.

#### 7) Spotlight Show Update

Sharon Snodgrass needs a new host to run the program. The concept may need to be updated or different than the past. The city has a new website and our old YouTube videos are on the website. Before the next meeting Sharon asked members to go to fhgov.com and find the spotlight shows. See how easy they are to find and email her information on thoughts on how to improve this process going forward for the CYF shows. Need to determine what topics are relevant and who the target audience in the community is for the shows. The city can post the shows in their newsletter, website and Facebook. Donald Walker suggested that we could possibly use TV10 for digital programs through the school system as an option as well for future spotlight shows.

#### 7) Volunteer Recognition Program

Marla Parker gave an update on the program. She suggested that we may want to move to a different month than May. Since we might not want to have two large programs at the same time and tech night was moved to May. We discussed fall dates and determined that October 3<sup>rd</sup> would be a good night to target for this program. Marla gave a history of the program and how the program has been run a couple of different ways, but they found that doing a reception before a city council meeting and then recognition at the meeting worked out best in the past. Since Farmington and Farmington Hills have the council meetings on the same night the hope was that Farmington city council members might be able to come to the reception to celebrate before going to their meeting. We have different categories of awards, youth, adult, family, organization, business, distinguished public servant, and Romney Award.

#### 8) New Business and Announcements

Marla Parker – The court is busy and is currently in a hybrid mode with some in person and some virtual hearings. Sobriety court that works on addressing alcohol issues is running again. There has been an increase in drug/alcohol issues due to stress of the pandemic. The court is also working with the police department on domestic violence to help prevent this and be more proactive in these situations.

Mary Newlin – The city has rejoined the National league of cities. Mary Newlin, Jackie Boleware, and Randy Bruce are going to Washington DC for a conference. Ken Massey, Valerie Knol, and Michael Bridges will be going to Lansing.

Lauren Janowicz – They are working on the after school program with both staffing and securing bussing. The new activities guide for the city will be published on March 11th. We discussed the need for the folders for the upcoming event. We determined that we only needed



about 100 and needed to get some additional quotes for these.

Jordon Scrimger – The latest version of the flyer is available for the career event, she asked members to review this flyer after the meeting.

Patrick Spelman – They are starting the Neighborhood Watch program back up in April. Farmington public safety is also looking for interns which could be college students, they also need a parking enforcement officer which is a part time position. They have started a campaign to recommend to residents a daily routine at 9 p.m. which includes lock up your car and take valuables out of the vehicles and turn outside lights on. They will be sharing information on this campaign on social media, the farmers market and through mailings.

Jeff King – The Farmington Hills police department has reached out to Mr. Delgado regarding the ALICE program at schools. They just finished participating in the Polar Plunge for Special Olympics. The new cadet program has been successful in allowing police departments to sponsor training to get new cadets. He explained that after Oxford the police departments are continuing to work together and if they are aware of a threat that they will send two police officers to the house to check on weapons and investigate social media posts. They also offer gun locks to the community.

Donald Walker – He thanked the police department for their recent support at the Farmington Public Schools Board of Education meeting during the evening when there was a protest. He appreciated that they were available to keep everyone safe.

Tammy Luty – Shared the updated list of members and liaisons with everyone. The list removed members no longer involved and updated liaisons from different community groups that may be involved with the mission of the commission. She also shared updated communication she received after last month's minutes based on community members missing Farmington Voice articles. She wanted members to know that the city produces a newsletter that you can subscribe to. This was the information that the Farmington Voice used to share information about what is happening in the city. You can subscribe to the city newsletter on the Farmington Hills website.

#### 10) Public Comments

None

#### 11) Adjournment

8:00 pm.

Ed Cherkinsky motioned to adjourn, and Marie Sarnacki seconded, all in favor.

All future meetings will start at 6 p.m. in the Community Room, Farmington Hills City Hall,

April 7, 2022

May 5, 2022

June 2, 2022

September 1, 2022

October 6, 2022

November 3, 2022

**MEETING MINUTES**  
**FARMINGTON / FARMINGTON HILLS EMERGENCY PREPAREDNESS COMMISSION**  
**MARCH 14, 2022**  
**FARMINGTON HILLS CITY HALL – VIEWPOINT ROOM**  
**31555 W. ELEVEN MILE RD.**  
**FARMINGTON HILLS, MI 48336**

**CALLED TO ORDER BY:** CHAIR AVIE AT 5:05 PM

**MEMBERS PRESENT:** AVIE, SCHERTEL, SLOAN, HOPFE, CIARAMITARO, WECKER, FAINE, SWEENEY, SIEGRIST, YUSKOWATZ (assoc), NELSON

**MEMEBRS ABSENT:** ECHOLS (prior notice)

**OTHERS PRESENT:** J. Piggot (FHPD), K. Massey (FH City Council)

**APPROVAL OF AGENDA:**

Motion by Ciaramitaro, support by Wecker, to approve the agenda as submitted.  
Motion carried unanimously.

**APPROVAL OF MINUTES – NOVEMBER 01, 2021**

Motion by Wecker, support by Schertel, to approve the minutes as amended.  
Motion carried, Sweeney abstained.

**BUDGET ITEMS:**

- \$500 from City of Farmington, \$2,500 from City of Farmington Hills for a total budget of \$3,000 for 2022.
- \$500 spent on obtaining items to sell at CPR and First Aid Classes
- Discussion on purchasing shirts for new members (Echols, Schertel, Yuskowatz, Sweeney, Siegrist, Nelson) Motion by Ciaramitaro, support by Sweeney, to purchase shirts for the new members. Motion carried unanimously.

**UNFINISHED BUSINESS:**

- Inventory of items did not happen due to unforeseen circumstances. Will be rescheduled to a future date.
- A complete CERT team list and equipment list has been turned in to Chair Avie. Sloan and Wecker volunteered to complete the inventory in the future.
- Equipment has been moved to The Hawk.

**NEW BUSINESS:**

- Commissioners Ciaramitaro and Wecker have been renewed.
- Commissioners Nelson and Sweeney were confirmed. Welcome to the EPC!
- Election of New Officers
  - Secretary – Echols volunteered to stay in the position. No discussion. Motion by Ciaramitaro, support by Hopfe to approve the nomination. Motion carried unanimously.

- Vice Chair – Wecker nominated. No discussion. Motion by Ciaramitaro, support by Sweeney to approve the nomination. Motion carried unanimously.
- Chair – Avie nominated. No discussion. Motion by Wecker, support by Ciaramitaro to approve the nomination. No Discussion. Motion carried unanimously.
- Discussion of the EPC Facebook Page. In 2006 M. Sweeney was approved to manage the page as the admin with no backup admin. The goal of the page is to advertise EPC actions, build community networks, and to City’s image in a positive way.
  - Additional administrators (Ciaramitaro, Schertel, Avie, and Massey) will be added to the account.
- Currently the EPC website does not contain the City of Farmington Hills logo and is out of date. Chair Avie will discuss with the City’s publicist.
- Discussion of local newspaper articles on preparedness topics.

**MICHIGAN AND REGIONAL CERT ACTIVITIES:**

- EPC currently has no representative from CERT team. Discussions are underway with CERT team by Avie and Siegrist.

**LIAISON REPORTS:**

- YMCA (Yuskowatz) – 2022 fundraising has started for kids programs. Community Breakfast and Golf Outing are happening this year – times and dates are TBD.
- FHPD (Piggot) – Discussing increasing ALICE training as requested by the public. Discussions are in place for adding a Citizen’s Police Academy.
- FARMINGTON HILLS – (Massey) Discussed the City’s new website, please visit and see what’s new. <http://www.fhgov.com>

**PUBLIC COMMENT:**

- No public comment

**COMMISSIONER COMMENTS:**

- Discussion about access to the literature storage at The Hawk (room 385)
- Discussion about adding meetings to prepare for the 2022 Founder’s Festival. **Meeting added in April: April 4, 2022.**

**NEXT MEETING DATE:**

It was confirmed that the next meeting date is on Monday, April 4, 2022 in the Viewpoint Room at Farmington Hills City Hall. This is an additional date to the original posted dates and will be considered a “special meeting”.

**ADJOURNMENT:**

Chair Avie adjourned the meeting at 6:20 pm

*Minutes drafted by Secretary Echols*

**DRAFT**

CITY OF FARMINGTON ELECTION COMMISSION  
March 25, 2022

A special meeting of the Farmington Election Commission was held on Friday, March 25, 2022 at Farmington City Hall, 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 3:30 pm by Clerk Mullison

**PRESENT:** Councilmember Taylor, City Attorney Schultz, City Clerk Mullison

**ABSENT:** None

**OTHERS PRESENT:** None.

**CONSIDERATION TO APPROVE RESOLUTION TO CHANGE PRECINCT BOUNDARIES AND ELIMINATE ONE PRECINCT**

Mullison requested approval of changes to precinct boundaries that would eliminate one precinct designation and reapportion voters to change polling places for the fewest voters, making the precincts logical and concise. Doing so will allow cost and labor savings and is made possible by higher percentages of voters making use of the Absent Voter Ballot option.

MOTION by Schultz, seconded by Taylor, to approve resolution to change precinct boundaries and eliminate one precinct.

MOTION CARRIED UNANIMOUSLY.

**OTHER BUSINESS**

Mullison noted the need for temporary precincts for the August 2, 2022 election due to summer construction at Farmington High School and Longacre Elementary. Precincts 3, 4, & 5 will be displaced to temporary polling places in the FPS Administration Building and the Maxfield Educational Center. A resolution approving the temporary polling places will be presented to City Council in April.

**PUBLIC COMMENT**

No public comment was heard.

**ADJOURNMENT**

MOTION by Taylor, seconded by Schultz, to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY.

Meeting adjourned at 3:45 pm.

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Mary J. Mullison, City Clerk

APPROVED:



Special Study Meeting  
9:00 am, Saturday, January 29, 2022  
City Council Chambers  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

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## SPECIAL STUDY MEETING MINUTES

A study session meeting of the Farmington City Council was held on January 29, 2022, in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

### 1. CALL TO ORDER

The meeting was called to order at 9:04 am by Mayor Bowman.

### 2. ROLL CALL

Attendee Name	Title	Status	Arrived
Johnna Balk	Councilmember	Present	
Sara Bowman	Mayor	Present	
Joe LaRussa	Mayor Pro Tem	Present	
Steve Schneemann	Councilmember	Present	
Maria Taylor	Councilmember	Present	

#### City Administration Present

Deputy Clerk Hilton  
City Manager Murphy

#### Others Present

Charlie Fleetham, Project Innovations, Inc., facilitator

### 3. APPROVAL OF AGENDA

Move to approve the agenda as presented.

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

### 4. PUBLIC COMMENT

State Representative Samantha Steckloff spoke briefly.

## 5. COMMENTS FROM THE MAYOR AND DISCUSSION AS DESIRED

Mayor Bowman ran through housekeeping items and talked about the goals, expectations, and procedure for this meeting. She noted that Council meets once every two years with the help of a moderator to provide input and discussion as to what should be prioritized going forward.

## 6. STRATEGIC PLANNING AND GOAL SETTING – PROCESS REVIEW

### Vision Statement

The City of Farmington in 2021 is a family-friendly community well-known for the connectedness and engagement of its citizens, including residents and businesses; the quality of its diverse neighborhoods and interactive public spaces; the economic viability of its thriving commercial districts and its sustainable and reliable city services.

- Intentional boards and commissions are directed toward making Farmington a desirable place to live and own a business
- City Administration and City Council recognize social media has changed the rules of citizen engagement – participants drive the process
- Creating a sense of place: community activities such as festivals, farmers markets, Warner Mansion, ice rink, walkable and multi-modal infrastructure connecting commercial and public space nodes.

### Progress Tracking:

- Bi-monthly, the City Manager will update the Mayor on this Strategic Plan.
- Quarterly, the City Manager will update the Council on this Strategic Plan.

## 7. STRATEGIC PLANNING AND GOAL SETTING – PROCESS REVIEW

### **Strategy 1: Maintain Financial Sustainability**

S-1A: Continue optimization of pension costs for the long term.

- Develop gap plan showing hi / low cases.
- Develop and present a cost / benefit analysis of transitioning to a defined contribution plan by 2030.

S-1B: Continue to sustain city infrastructure

- Task engineering firm to develop high level scope of work and cost estimate for preparing an asset management plan.
- Pathways Committee to evaluate sidewalks, including sidewalks in the neighborhood approaching Longacre.

### **Strategy 2: Support Activities and Events that Promote Placemaking**

S-2A: Complete analysis of sustainability strategy for Warner Mansion and develop implementation plan / action times.

S-2B: Continue optimization of enforcement of speeding and pedestrian safety, including a process review after completion of Farmington Road streetscape.

S-2C: Develop a strategy to utilize / optimize soon to be implemented fiber optic internet infrastructure for “digital” placemaking.

**Strategy 3: Improve Electronic Communications**

S-3A: Consider enhancements to Project Dashboard based on input from City Council.

S-3B: Complete investigation of development of online cemetery search tool.

S-3C: Optimize current communication strategy in response to the termination of the publication of the Farmington Voice.

**Strategy 4: Sustain and Improve Economically and Socially Viable Neighborhoods and Commercial Districts that are Attractive and Well Maintained**

S-4A: Close the sale of the Maxfield Training Center to the City.

S-4B: Prepare cost / benefit analysis for redevelopment of City Hall.

S-4C: Complete development and implementation of rental house ordinance, to include short term rentals.

S-4D: Parking Committee to consider creating incentives for private parking owners to open parking to public.

S-4E: Identify next significant redevelopment opportunity and present recommendations to Council for consideration and action.

**Strategy 5: Sustain our City’s Built and Environmental Infrastructure**

S-5A: Complete and submit Tree City application to appropriate agency.

S-5B: Task engineering firm to prepare a presentation on flood prevention, including the application of green infrastructure / technologies.

**Strategy 6: Develop Smart City Technology**

S-6A: Create a five-year plan to utilize the city’s soon-to-be implemented fiber optic internet infrastructure to provide innovative services to residents and businesses and improve existing services through automation.

**Strategy 7: Sustain Market Competitiveness**

S-7A: Evaluate wage and benefits of surrounding communities and communities of comparable size regarding department heads and non-union staff.

S-7B: Legal Counsel to complete report on potential impact of marijuana legalization impact on housing stock.

**Planned Study Sessions**

PS-1: Conduct a study session to consider designing and implementing an enforcement process for existing ordinances as they relate to the existing built environment (e.g., signage, tidiness, maintenance, etc.) and an enforcement process related to planned property improvements, including consideration of bolstering ordinances.

PS-2: Conduct a study session to learn about available tools/applications to provide a crowd source process for code enforcement, case management, and digital permitting.

PS-3: Conduct a study session to learn about the feasibility of establishing deconstruction insurance policies or bonds for new and existing housing and commercial buildings to ensure future redevelopment is not limited by the cost of making sites ready for redevelopment.

PS-4: Conduct a study session to learn about the mechanics and potential benefits of creating a revolving fund to help residents pay for burying power lines.

PS-5: Upon Historical Commission completion of house inventory; develop and review proposed set of standards for governing properties in the Historic District.

**Action Items:**

1. City Manager to evaluate application for inclusive wording and update as appropriate.
2. City Manager to add agenda topic for Utility Committee meetings related to prevention and response to power outages.
3. Council Member LaRussa to identify desired changes to the Project Dashboard (see S-3A).

**8. PUBLIC COMMENT**

Representative Steckloff gave closing comments.

**9. COUNCIL COMMENT ON PLAN COMPLETION**

No Council comment was heard.

**10. ADJOURNMENT**

**Move to adjourn the meeting.**

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



The meeting adjourned at 11:42 AM.

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Sara Bowman, Mayor

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Halley Hilton, Deputy Clerk

Approval Date:



Regular City Council Meeting  
7:00 p.m., Monday, March 21, 2022  
Council Chambers  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

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## REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on March 21, 2022 at Farmington City Hall, 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:00 p.m. by Mayor Bowman.

### 1. ROLL CALL

Attendee Name	Title	Status	Arrived
Johnna Balk	Councilmember	Present	
Sara Bowman	Mayor	Present	
Joe LaRussa	Mayor Pro Tem	Present	
Steve Schneemann	Councilmember	Present	
Maria Taylor	Councilmember	Present	

#### **City Administration Present**

Superintendent Eudy  
City Clerk Mullison  
City Manager Murphy  
City Attorney Schultz  
Director Warthman

### 2. PLEDGE OF ALLEGIANCE

### 3. APPROVAL OF ITEMS ON CONSENT AGENDA

- A. Accept City of Farmington Board and Commission Minutes
- B. City of Farmington Minutes
  - a. February 22, 2022 Regular
  - b. March 7, 2022 Regular
- C. Farmington Monthly Payments Report
- D. Farmington Public Safety Monthly Report
- E. Board and Commission Reappointments
- F. Brownfield Redevelopment Authority Appointment
- G. Information: City of Farmington 2021 Small eCities Program Recognition

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

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Mayor Pro Tem
<b>SECONDER:</b>	Taylor, Councilmember

### 4. APPROVAL OF REGULAR AGENDA

Move to amend the regular agenda, removing Lynne Mullins from the schedule of interviewees for Item 6A.\*\*

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Balk, Councilmember
<b>SECONDER:</b>	Taylor, Councilmember

### 5. PUBLIC COMMENT

Sarah Davies, 23120 Violet, spoke about the Beautification Committee candidates.

Jeannie Bay, 24196 Twin Valley Court, said that pedestrian crosswalks do not work. She requested that Council fix markings, get new signs, post officers to issue tickets, and fix the problem.

Colleen Coogan, 33821 Glenview Drive, applauded the Department of Public Works for their excellent storm response last year.

**6. NEW BUSINESS**

**A. Beautification Committee Interviews**

Council interviewed Colleen Coogan and Christina Clark to fill one vacancy on the Beautification Committee Board. This is a new Board position and would expire on June 30, 2025. There will be one more candidate to interview and an appointment will be made at a future meeting.

**B. Consideration of State Trunkline Performance Resolution allowing Annual and Individual Permitting Applications**

The City’s contract to provide surface maintenance and winter maintenance for Grand River Avenue from the east intersection of M-5 and Grand River to Gill Road and Grand River, and winter maintenance only from Gill Road west to Halstead Road requires that the Michigan Department of Transportation (MDOT) reimburse the City for its actual labor and material expenses for all work done under the contract. The City of Farmington further secures annual permits from MDOT to conduct maintenance work on the road and City utilities as well as installation of banners within the trunkline right-of-way.

MDOT requires that the City of Farmington, by resolution, indemnify the State from any liability which may occur as the result of work that the City is performing or banners that have been hung within the State right-of-way. The City, by resolution further authorizes the City Manager and the Public Works Superintendent or their delegate to submit applications to the Michigan Department of Transportation for necessary permit work within State of Michigan right-of-way on behalf of the City. The remaining provisions within the resolution are relatively standard.

**Move to adopt the Performance Resolution regarding annual, and individual permit applications with Michigan Department of Transportation for Miscellaneous Operations within State Trunkline Right of Way.\*\***

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

**C. Consideration to approve amendment to Verizon Lease Agreement for 108 Farmington and Freedom and Memorandum of Lease**

City Manager Murphy requested approval for the Restatement and First Amendment to the Lease Agreement that allows Verizon to operate equipment on the ground to service its antenna located on the adjacent AT&T tower.

**Move to approve the Restatement and First Amendment to the Lease Agreement with New Par d/b/a/ Verizon Wireless and to execute a Memorandum of the Restatement and First Amendment to Lease and to authorize the City Manager to sign the First Amendment and Memorandum.\*\***

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

## 7. PUBLIC COMMENT

Colleen Coogan, 33821 Glenview Drive, withdrew her application for Beautification Committee, stating that she would be happy to explore openings and opportunities in other committees.

## 8. CITY COUNCIL COMMENT

Steve Schneemann commented on the public comment made earlier about safe crosswalks, stating that most people on the dais had also experienced close calls and aggressive drivers. He suggested education and robust enforcement by Public Safety to remind people that Farmington takes pedestrian safety very seriously. He asked for a meeting with the City Manager and the Department of Public Safety soon to discuss this issue.

Taylor echoed Schneemann and stated that she wanted to see more tickets issued.

Balk mentioned that Jeannie Bay had contacted her previously about sidewalks and that she would follow up with Ms. Bay about her concerns.

Bowman brought up the fact that so many volunteers were interested in one committee and talked about the many volunteer opportunities that are available in Farmington. She noted that it was the matter of explaining what all of our committees do that would assist people to find the right opportunity to help. Council will be bringing entire committees to study session meetings once a month in order to meet them and give them an opportunity to be heard.

## 9. ADJOURNMENT

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Balk, Councilmember

Meeting adjourned 7:44 p.m.

\_\_\_\_\_  
Sara Bowman, Mayor

\_\_\_\_\_  
Mary J. Mullison, City Clerk

Approval Date:

\*\*To view approved documents, please see the Agenda Packet link that is relevant to this meeting at <http://farmgov.com/City-Services/Government/Agendas-and-Minutes/City-Council.aspx> or contact the City Clerk.



Regular City Council Meeting  
7:00 p.m., Monday, April 4, 2022  
Council Chambers  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

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## REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on April 4, 2022 at Farmington City Hall, 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:00 p.m. by Mayor Bowman.

### 1. ROLL CALL

Attendee Name	Title	Status	Arrived
Johnna Balk	Councilmember	Present	
Sara Bowman	Mayor	Present	
Joe LaRussa	Mayor Pro Tem	Present	
Steve Schneemann	Councilmember	Absent	
Maria Taylor	Councilmember	Present	

#### **City Administration Present**

City Clerk Mullison  
City Manager Murphy  
City Attorney Schultz (arr. 7:08 pm)

### 2. APPROVAL OF REGULAR AGENDA

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

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Mayor Pro Tem
<b>SECONDER:</b>	Taylor, Councilmember

### 3. PUBLIC COMMENT

No public comment was heard.

### 4. BOARD AND COMMISSION INTERVIEWS

#### A. Beautification Committee

Lynn Mullins was interviewed and will be considered, along with two candidates interviewed at an earlier meeting, for a single opening on the Farmington Beautification Committee.

#### B. Emergency Preparedness Committee

Council interviewed Susan Kramer for a vacancy as an alternate on the Emergency Preparedness Committee.

**Move to appoint Susan Kramer as an alternate to the Emergency Preparedness Committee for a term ending February 1, 2025.\*\***

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

### 5. FIRST READING OF ORDINANCE: ELECTION PRECINCT BOUNDARY CHANGES

City Clerk Mullison requested approval for a first reading of a Special Ordinance that will consolidate the City's six precincts into five, changing some boundaries to accommodate the number of registered voters in each new precinct. She stated that there will be additional efficiency and savings if the election precincts are consolidated, requiring fewer polling places, election workers, and election equipment. A second reading is planned for the next Council meeting.

**Move to approve First Reading of Special Ordinance to Consolidate Election Precincts and revise the precincts previously established in Special Ordinance C-628-96 pursuant to State law and City Charter. \*\***

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



## 6. CONTRACT WITH MDOT FOR FARMINGTON ROAD STREETScape

City Manager Murphy requested approval for MDOT's standard form for a Cost Participation Agreement for a federally funded project, which has been reviewed by the City Attorney's office. It provides for the estimated project costs and identifies the City's share and the expected share of federal grant funding to be provided. The amounts may change depending on the final contract bids submitted, and the final project costs incurred. He noted that the contract must be executed to move forward with the project and the federal grant funding.

**Move to approve the MDOT Contract for Cost Participation for Grant Funding for a total estimated project cost of \$2,875,800 with \$1,047,352 provided by federal grant funding and the estimated amount of \$1,828,448 to be paid by the City and the DDA.\*\***

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

## 7. CONSIDERATION TO APPROVE EXTENSION OF THE IT AGREEMENT WITH FARMINGTON HILLS

Murphy requested continuation of the City's agreement with Farmington Hills for Information Technology services. The current agreement expired at the end of March 2022. The new agreement includes a first short term of April 1, 2022 through June 30, 2022 and then five years starting July 1, 2022 through June 30, 2027 in order to align with both cities fiscal years. In addition, the agreement allows for additional yearly extensions at the rate of the Consumer Price Index (CPI) or 3% whichever is less.

**Move to approve the proposed agreement with Farmington Hills for Farmington Hills to provide Information Technology Support to the City of Farmington from April 1, 2022 through June 30, 2027 for the fees listed in the agreement with possible additional extensions at the rate of the Consumer Price Index (CPI) or 3% whichever is less, and authorize the City Manager and City Clerk to execute the attached Interlocal agreement.\*\***

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

## 8. OTHER BUSINESS

Murphy requested a joint meeting with the Downtown Development Authority Board to discuss bids received for the Farmington Road Streetscape. It was decided to meet with the DDA at 6:00 pm before the Special meeting on April 6, 2022.

Murphy also mentioned that the recent carpet installation uncovered the necessity of making some wiring improvements which would also help with the upcoming phone changeover.

City Attorney Schultz gave an overview of recent meetings on the Maxfield Training Center project and the timeline for the next steps in the process.

## 9. PUBLIC COMMENT

No public comment was heard.

## 10. COUNCIL COMMENT

LaRussa spoke about his attendance at the recent SEMCOG General Assembly and promised to bring more information to the next Council meeting.

Balk thanked Superintendent Eudy for evidence of work to be finished on last year's Oakland Street project. She said that people are getting excited about getting the project wrapped up.

Bowman said she was excited to see a lot of projects start and encouraged Council to communicate positive information. She noted that it was more important than ever to put the message out that projects need to be staged and that there are a lot of moving parts to each one. She acknowledged the frustration residents can feel from the short-term inconveniences, but all of these things have to happen before we get great outcomes. She lauded Assistant to the City Manager Melissa Andrade for her work in keeping the public informed about these projects, and Bowman observed that residents can go to the City website to see any announcements about on-going projects.

## 11. ADJOURNMENT

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Balk, Councilmember

Meeting adjourned 7:50 p.m.

\_\_\_\_\_  
Sara Bowman, Mayor

\_\_\_\_\_  
Mary J. Mullison, City Clerk

Approval Date:

\*\*To view approved documents, please see the Agenda Packet link that is relevant to this meeting at <http://farmgov.com/City-Services/Government/Agendas-and-Minutes/City-Council.aspx> or contact the City Clerk.



Special Council Meeting  
6:00 pm, Wednesday, April 6, 2022  
Council Chambers  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

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## SPECIAL JOINT CITY COUNCIL AND DDA BOARD MEETING MINUTES

A special meeting of the Farmington City Council and Downtown Development Authority Board was held on April 6, 2022 in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 6:00 p.m. by Mayor Sara Bowman.

### 1. ROLL CALL

Attendee Name	Title	Status	Arrived
Johnna Balk	Councilmember	Present	
Sara Bowman	Mayor	Present	
Joe LaRussa	Mayor Pro Tem	Present	
Steve Schneemann	Councilmember	Present	
Maria Taylor	Councilmember	Present	

#### **DDA Board Members Present**

Tom Buck  
Todd Craft  
Linda Deskins  
Thomas Pascaris (arrived 6:17 pm)  
Claire Perko  
Donovan Singleton (arrived 6:21 pm)  
Miguel Williams (arrived 6:03 pm)

#### **DDA Board Members Absent**

Chris Halas

#### **Others Present**

Superintendent Eudy  
DDA Executive Director Knight  
City Clerk Mullison  
City Manager Murphy  
City Attorney Saarela  
Director Weber

## 2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Mayor Pro Tem
<b>SECONDER:</b>	Taylor, Councilmember

## 3. PUBLIC COMMENT

No public comment was heard.

## 4. CONSIDERATION TO APPROVE THE FARMINGTON ROAD STREETScape PROJECT

Bowman introduced the results of bids received for the Farmington Road Streetscape. City Manager Murphy introduced Matt Parks of Orchard, Hiltz & McCliment (OHM) to summarize the bids received through MDOT. Parks read out the project bids and added information about expected overages and targets. He stated that, of the two bids that met MDOT requirements, the lowest bidder was Warren Contractors & Development. He indicated that he was pleased with only a 16.9% increase over the engineer's estimate since other projects are seeing 40-50% increases because of supply chain problems and increased materials costs. He recommended that the bid should be approved, as it seemed balanced and well within the expected scope. Murphy read through the costs to clarify what was to be approved.

Questions and discussion about who all of the companies involved are, what they do, and how they contribute to the project followed. It was decided that effective communication is needed between engineers, Council, and DDA to be sure all are informed of changes and progress.

Next steps include contacting the bid winner, public informational meetings, and setting the starting timeline.

**Move to approve the OHM Proposal dated April 6, 2022 not to exceed \$439,000 for their portion of the Farmington Road Streetscape project.**

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

Move to approve the OHM Proposal dated April 6, 2022 not to exceed \$439,000 for their portion of the Farmington Road Streetscape project.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Craft, DDA President
<b>SECONDER:</b>	Deskings, DDA Boardmember
<b>AYES:</b>	Buck, Craft, Deskings, Pascaris, Perko, Singleton, Williams
<b>ABSENT:</b>	Halas

#### 5. OTHER BUSINESS

No other business was heard.

#### 6. PUBLIC COMMENT

No public comment was heard.

#### 7. BOARD & COUNCIL COMMENT

Buck congratulated all for bringing this project across the finish line. He said that it was important to keep the vision in mind for success.

Schneemann echoed Buck's comments and said that this was a long time coming. He suggested making a big deal with a ground breaking ceremony.

Bowman said that it was huge getting two large city taxing bodies together to pool resources and energies and funds. She asked for the messaging to be united and on point and consistent, and noted that this was more important now than ever.

#### 8. ADJOURNMENT

Move to adjourn the meeting.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Craft, DDA President
<b>SECONDER:</b>	Schneemann, Councilmember

The meeting adjourned at 6:32 pm.

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Sara Bowman, Mayor

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Mary Mullison, City Clerk

Approval Date:

\*\*To view approved documents, please see the Agenda Packet link that is relevant to this meeting at <http://farmgov.com/City-Services/Government/Agendas-and-Minutes/City-Council.aspx> or contact the City Clerk.



Special Council Meeting  
6:30 p.m., Wednesday, April 6, 2022  
Council Chambers  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

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## SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on April 6, 2022 in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 6:41 p.m. by Mayor Sara Bowman.

### 1. ROLL CALL

Attendee Name	Title	Status	Arrived
Johnna Balk	Councilmember	Present	
Sara Bowman	Mayor	Present	
Joe LaRussa	Mayor Pro Tem	Present	
Steve Schneemann	Councilmember	Present	
Maria Taylor	Councilmember	Present	

#### City Administration Present

Superintendent Eudy  
City Clerk Mullison  
City Manager Murphy  
City Attorney Saarela  
Director Weber

### 2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Mayor Pro Tem
<b>SECONDER:</b>	Taylor, Councilmember

### 3. PUBLIC COMMENT

No public comment was heard.



**4. UTILITIES DISCUSSION, OHM TO PRESENT**

City Engineers Orchard, Hiltz & McCliment (OHM) Matt Parks, Jennifer Morris, and Austin Downie gave a presentation to Council that touched on infrastructure, capital improvement, pavement evaluation, the Water System Master Plan, and an Asset Management Plan. They also discussed level of utility services, the sanitary sewer system, and funding issues. Completed, current, and future projects were reviewed, and infrastructure maps and a GIS Dashboard were presented.

**5. OTHER BUSINESS****6. PUBLIC COMMENT**

No public comment was heard.

**7. COUNCIL COMMENT**

No Council comment was heard.

**8. ADJOURNMENT**

**Move to adjourn the meeting.**

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

The meeting adjourned at 8:36 pm.

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Sara Bowman, Mayor

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Mary Mullison, City Clerk

Approval Date:

<b>Farmington City Council Agenda Item</b>	<b>Council Meeting Date:</b> April 18, 2022	<b>Item Number</b>  <b>3C</b>	
<b>Submitted by:</b> Amy Norgard, Controller			
<u><b>Agenda Topic</b></u> Farmington Monthly Payments Report – March 2022			
<u><b>Proposed Motion</b></u> Approve Farmington Monthly Payments Report – March 2022			
<u><b>Background</b></u> See attachment			
<u><b>Materials Attached</b></u> AP Monthly Payments Report 033122			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>

# CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

**MONTH OF MARCH 2022**

<b>FUND #</b>	<b>FUND NAME</b>	<b>AMOUNT:</b>
101	GENERAL FUND	\$ 487,344.33
202	MAJOR STREET FUND	\$ 8,908.42
203	LOCAL STREET FUND	\$ 35,275.31
401	CAPITAL IMPROVEMENT MILLAGE	\$ 5,672.50
355	GROVE SA DEBT SERVICE FUND	\$
592	WATER & SEWER FUND	\$ 274,741.29
595	FARMINGTON COMMUNITY THEATER FUND	\$ 26,706.01
640	DPW EQUIPMENT REVOLVING FUND	\$ 20,149.44
701	AGENCY FUND	\$ 3,544.00
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 27,786.10
	<b>TOTAL CITY PAYMENTS ISSUED:</b>	<b>\$ 890,127.40</b>
136	47TH DISTRICT COURT FUND	\$ 68,738.51
244	CORRIDOR IMPROVEMENT AUTHORITY	\$ 0.00
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 22,738.88
290	FRIENDS OF THE GOVERNOR WARNER MANSION	\$ 0.00
243	BROWNFIELD REDEVELOP AUTHORITY	\$ 0.00
	<b>TOTAL OTHER ENTITIES PAYMENTS ISSUED:</b>	<b>\$ 91,477.39</b>
	<b>TOTAL PAYMENTS ISSUED</b>	<b>\$ 981,604.79</b>

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

# CITY OF FARMINGTON - ACH PAYMENTS REPORT

<b>MONTH OF MARCH 2022</b>
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TRANSFER FROM:	TRANSFER TO:	DESCRIPTION:	AMOUNT:
Agency Tax	Farmington Public Schools	Tax Payment FINAL	62,835.20
Agency Tax	Oakland County	Tax Payment FINAL	43,904.66
Agency Tax	Farmington Comm. Library	Tax Payment FINAL	4,788.14
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	371,351.33
General Fund	Federal Gov't	W/H & FICA Payroll	96,131.87
General Fund	MERS	February Transfer	97,421.64
General Fund	MERS HCSP	February Transfer	5,522.57
General Fund	ICMA	ICMA Plans - City & Dept. Hea	22,082.47
General Fund	Total Administrative Services Corp.	Flexible Spending Accounts	1,990.60
	<b>TOTAL CITY ACH TRANSFERS</b>		<b>706,028.48</b>
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	129,423.07
Court Fund	Federal Gov't	W/H & FICA Payroll	28,770.42
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	1,479.18
Court Fund	ICMA	Health Savings/401 Accounts	11,950.19
Court Fund	The HSA Authority	Health Savings Account	530.76
	<b>TOTAL OTHER ENTITIES ACH TRANSFERS</b>		<b>172,153.62</b>



## FARMINGTON PUBLIC SAFETY DEPARTMENT

23600 Liberty Street  
Farmington, MI 48335  
248-474-4700

Ted Warthman, Public Safety Director



# MONTHLY PUBLIC SAFETY REPORT March 2022

### **Carrying a Concealed Weapon**

On March 6<sup>th</sup> at 3 am officers responded to the Kingslane Apartments for a report of a suspicious vehicle occupied by three individuals. Upon arrival, officers made contact with the occupants of the vehicle. As officers were interviewing the occupants, one officer observed a pistol grip peeking out from the pocket of one of the passengers. Officers drew their own firearms and successfully detained all three individuals without any further incident. The passenger admitted to carrying the firearm illegally and was arrested and charged with the felony crime. The man was housed at the Farmington Jail.

### **Fraud**

On March 9<sup>th</sup> an officer responded to a home at the Jamestown Apartment Complex for a fraud report. Upon arrival the officer learned from the complainant that an unknown person had withdrawn over \$800 from his Chase Bank Account. The victim further advised that the withdrawal had come from his Western Union account which appeared to have been hacked. The incident was forwarded to the detective bureau for further investigation.

### **Larceny of Catalytic Convertor**

On March 9<sup>th</sup> an officer responded to the 22500 block of Hawthorne Street for a report of a stolen catalytic convertor. Upon arrival the officer learned that at approximately 5:30 am a neighbor was driving down the street when he noticed a cutting sound coming from the victim's vehicle. Upon further inspection, the neighbor observed two subjects leave the victim's vehicle with one holding a catalytic convertor. The two suspects entered a dark colored sedan and escaped east bound on Shiawassee. The incident was forwarded to the detective bureau for further investigation.

### **Counterfeit Currency**

On March 11<sup>th</sup> an officer responded to Greene's Hamburgers on Orchard Lake Road for a report of two counterfeit bills. Upon arrival the officer learned from management that the night before, two customers had paid for food using counterfeit \$100 bills. The counterfeits were discovered the following morning and management had video surveillance of the suspects who passed the bills. The incident was turned over to the detective bureau for further investigation.

### **Fraud**

On March 15<sup>th</sup> a Tana Hill Court resident reported at the police front desk that an ex-girlfriend had transferred \$300 from his bank account to her bank account without his permission. The incident was turned over to the detective bureau for further investigation.

### **Trespassing**

On March 19<sup>th</sup> officers responded to the Glamour Looks Salon and Spa on Grand River Avenue for a report of a larceny in a building. Upon arrival officers learned from the spa owner that a customer came into the store and received \$150 worth of services. The customer attempted to pay by check, but the employees advised that company policy does not allow checks to be taken. Staff also noticed that the check was written on a church account, that the original amount was scratched off, and that the signature did not match the customer's signature on her driver's license. The customer left the building to go to an ATM and never returned. Employees soon realized that a set of keys was missing for the building and suspected that the customer took them. Officers were able to track down the customer who paid the store in cash and returned the keys. The customer was served with a no trespassing order.

### **Odor Investigation**

On March 22<sup>nd</sup> Officers and Engine 1 responded to the Medilodge Nursing Home on Grand River Avenue for a report of an odor of natural gas. Upon arrival officers located the odor of gas emitting from the kitchen area. Officers determined a stove whose pilot light had gone out and was leaking natural gas. The gas was turned off to the stove and the room aired out.

### **Hazardous Conditions**

On March 26<sup>th</sup> at approximately 5:26 pm officers and Engine 1 responded to the 36000 block of Freedom Road for a report of a severed gas line. Upon arrival, officers learned that a homeowner had been trying to address a drainage problem on his property by digging a trench with a backhoe. The homeowner failed to notify MISSDIG about the planned digging and had accidentally severed a gas line. Consumers Energy was contacted, and the scene was turned over to them.

MONTHLY PUBLIC SAFETY REPORT  
March 2022

**MARCH 2022 ABBREVIATED CRIME REPORT**

Crime Part	Crime Category	Mar-2022	Feb-2022	Percent Change	YTD 2022	YTD 2021	Percent Change
A	ASSAULT - AGGRAVATED	1	0	-	2	3	-33.3%
A	ASSAULT - SIMPLE	6	2	200.0%	13	3	333.3%
A	BURGLARY - RESIDENTIAL	1	0	-	1	0	-
A	DAMAGE TO PROPERTY	4	2	100.0%	9	2	350.0%
A	DRUG OFFENSES	4	2	100.0%	6	3	100.0%
A	EMBEZZLEMENT	0	2	-100.0%	2	1	100.0%
A	FORGERY / COUNTERFEITING	1	0	-	1	0	-
A	FRAUD	4	2	100.0%	10	10	0.0%
A	INTIMIDATION / STALKING	0	1	-100.0%	2	0	-
A	LARCENY - ALL OTHER	0	1	-100.0%	3	5	-40.0%
A	LARCENY - FROM AUTO (LFA)	5	4	25.0%	12	8	50.0%
A	LARCENY - RETAIL FRAUD	0	0	-	1	0	-
A	MOTOR VEHICLE THEFT / FRAUD	0	0	-	0	1	-100.0%
A	ROBBERY	0	0	-	0	1	-100.0%
A	SEX CRIME (VIOLENT)	0	1	-100.0%	1	0	-
A	WEAPONS OFFENSE	2	0	-	4	2	100.0%
A	<b>Total</b>	<b>28</b>	<b>17</b>	<b>64.7%</b>	<b>67</b>	<b>40</b>	<b>67.5%</b>
B	LIQUOR LAW VIOLATION	4	0	-	5	3	66.7%
B	OBSTRUCTING JUSTICE	0	2	-100.0%	3	1	200.0%
B	OBSTRUCTING POLICE	0	2	-100.0%	2	0	-
B	OUI OF LIQUOR / DRUGS	15	6	150.0%	25	13	92.3%
B	PUBLIC PEACE	0	0	-	0	3	-100.0%
B	<b>Total</b>	<b>20</b>	<b>11</b>	<b>81.8%</b>	<b>37</b>	<b>22</b>	<b>68.2%</b>
C	ACCIDENT	15	20	-25.0%	58	40	45.0%
C	ALL OTHER OFFENSES	930	700	32.9%	2,381	1,070	122.5%
C	CITATION	44	24	83.3%	101	37	173.0%
C	FAMILY OFFENSE	7	2	250.0%	18	13	38.5%
C	MISSING PERSON / RUNAWAY	0	1	-100.0%	2	1	100.0%
C	SUSPICIOUS	62	37	67.6%	161	121	33.1%
C	WARRANT	19	10	90.0%	48	25	92.0%
C	<b>Total</b>	<b>1,077</b>	<b>794</b>	<b>35.6%</b>	<b>2,769</b>	<b>1,307</b>	<b>111.9%</b>

**Farmington City Council  
Staff Report**

**Council Meeting  
Date:** April 18, 2022

**Item  
Number  
3E**

**Submitted by:** Melissa Andrade, Assistant to the City Manager

**Agenda Topic** Consideration to Approve Special Event Request for the Farmington Power Middle School Band and Orchestra to host its annual concerts in Riley Park

**Consent Agenda** Approve Special Event Request for the Farmington Power Middle School Band and Orchestra to host its annual concerts in Riley Park. The orchestra will host concerts at 6:30 and 7:30 p.m. on Monday, June 6; and the band will host their concerts on Thursday, June 9 at 6:30 and 7:30 p.m.

Set up will be at 5:30 p.m. each evening and park usage concluding at 8:30 p.m.

**Background**

The City received a special event request from Robert Wilson, Band Director at Power Middle School, requesting to use Riley Park for the middle school band and orchestra concerts.

**Materials:**

Event Application



*Orchestra and Choir*

Event Name Power Middle School Band Concerts

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



## City of Farmington Special Event Application

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

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

**Event Name** Power Middle School Band Concerts

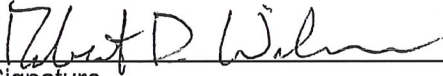
**CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of myself or the sponsoring organization, the following:

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

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

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

4-4-22  
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: Rob Wilson, Power Middle School Band Director

Individual/Organization Phone: 248-489-3622

Individual/Organization Address: 34740 Rhonswood Street, Farmington Hills

Organization's Contact: Rob Wilson Phone: 313-330-6013

Contact's Title: Band director E-mail: rob.wilson@fpsk12.net

Address: \_\_\_\_\_

Event Name: Power Middle School Band Concert

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

Riley Park Permit Fee:

\$100 residents/\$200 non-residents

Event Purpose: Give students the opportunity to play in public, give the community a great concert

Event Dates: June, 6, ~~8~~ and 9

Event Times: June 6 9 - 6:30 and 7:30; ~~June 8 - 7:00~~

Event Location: Riley Park

Number of People Expected: 50

Contact Person on Day of Event: Rob Wilson (6/9); Sandy Vargo (6/6); Angel Gippert

Phone: 313-330-6013; 248-974-0024; 248-444-5500

Email rob.wilson@fpsk12.net

Estimated Time of Setup: 30 minutes

Estimated Time of Cleanup: 30 minutes

Crowd Control Plans:

NA

Sidewalk use?  YES  NO

If yes, describe sidewalk use:

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

YES  NO

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

Parking lot adjacent to the south pad of the pavilion, just two spots to unload equipment

Will street closures be necessary?  YES  NO

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

Will music be provided?  YES  NO

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

Concert band, just a mic for announcements  
*Speaker for electronic keyboard*

Will electricity be needed for the event?  YES  NO

Will the following be constructed or located in event area?

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

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:

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

**An Event Map [is] [is not] attached.** If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

**For events in Riley Park: Invitation to Civic Organizations and Merchants in the Event Vicinity.**

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

I have invited local businesses to participate.

Those invited include:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

**Event Cost Worksheet**

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

Usage fee for Riley Park is \$100 for residents, \$200 for non-residents. Assistance from Public Services or Public Safety is \$65/hour with a minimum of two hours. The Public Services fee includes four trash barrels and four barricades. If additional equipment is needed, the fee will be determined by Public Services. Equipment is limited to cones, barricades and trash barrels.

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





<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: April 18, 2022</b>	<b>Item Number 3F</b>
<b>Submitted by:</b> Melissa Andrade, Assistant to the City Manager		
<b>Agenda Topic:</b> Mental Health Month		
<b>Proposed Motion:</b> Declare the month of May 2022 Mental Health Month		
<b>Materials:</b> Letter from Oakland Community Health Network and the proclamation		

CHIEF EXECUTIVE OFFICER (CEO)  
Dana Lasenby

BOARD OFFICERS  
Jonathan Landsman, Chair  
Hadas Bernard, Vice Chair  
Adam Fuhrman, Secretary

BOARD MEMBERS  
Dennis Cowan  
Dr. Bijaya Avasthy Hans  
Reena Naami  
Malkia Newman  
Christina Root  
Steffan Taub, D.O.  
John Paul Torres

March 28, 2022

Mayor Sara Bowman  
City of Farmington  
23600 Liberty Street  
Farmington, MI 48335

Dear Mayor Bowman,

Please accept this invitation to join an exciting, community-driven collaboration declaring May 2022 as Mental Health Month.

Each year Oakland Community Health Network, along with its exceptional service provider network, hosts an array of initiatives that promote community awareness about mental illness. As part of this endeavor, we are once again asking cities, townships, and villages throughout Oakland County to partner with us by approving the included proclamation for May as Mental Health Month at their council meetings.

We understand with the current COVID-19 epidemic, social distancing, and uncertainty of resuming normal activities, many entities may be holding virtual meetings. If this is the case for your community, please let us know if it's possible to read aloud the proclamation or post it on your website.

Thank you for considering this meaningful initiative. Together we can serve as advocates of independence and equality for people who have a mental illness. Please contact Christine Burk at 248-975-9684 or [burkc@oaklandchn.org](mailto:burkc@oaklandchn.org) for any questions regarding this effort.

Sincerely,



Christine Burk  
Communications and Community Outreach Director

# Mental Health Awareness Month | May 2022

- WHEREAS, mental health is important for our individual well-being and vitality, as well as that of our families, communities, and businesses; and
- WHEREAS, the COVID-19 pandemic has been a reminder of the importance of integrating mental health into preparedness and public health response plans; and
- WHEREAS, younger adults, racial/ethnic minorities, essential workers, and adult caregivers reported having disproportionately worse mental health outcomes, increased substance use, and elevated suicidal ideation associated with COVID-19; and
- WHEREAS, according to the World Health Organization: as many as one in six U.S. children ages 6-17 has a treatable mental health disorder such as depression, anxiety problems or attention deficit/hyperactivity disorder (ADHD), and
- WHEREAS, according to the Center for Disease Control and Prevention (CDC), between 2016-2019, approximately 5.8 million children ages 3-17 years were diagnosed with anxiety and 2.7 million were diagnosed with depression; and
- WHEREAS, May 5, 2022 is designated the National Children's Mental Health Awareness Day and May 1 through May 7, 2022, is designated as Children's Mental Health Awareness Week; and
- WHEREAS, Oakland Community Health Network (OCHN) is committed to being a Zero Suicide organization and cultivate a network of providers who are engaged in the Zero Suicide philosophy; and
- WHEREAS, mental illness is a biologically based brain disorder that cannot be overcome through "will power" and is not related to a defect in a person's "character" or intelligence; and
- WHEREAS, mental health recovery not only benefits individuals with mental health disorders by focusing on their abilities to live, work, learn and fully participate and contribute to our society, but also enriches the culture of our community life; and
- WHEREAS, improved systems of care for children and families; enhanced and expanded access to non-emergent and crisis services; advanced integrated physical and behavioral health care, collaborative provider relations; and a strengthened workforce are identified priorities for OCHN; and
- WHEREAS, the Oakland Community Health Network (OCHN), and its service provider agencies, are committed to inspiring hope, empowering people, and strengthening communities.

NOW, THEREFORE, BE IT RESOLVED that, Oakland Community Health Network, hereby recognizes May 2022 as Mental Health Awareness Month. OCHN calls upon our citizens, government agencies, public and private institutions, businesses and schools to recommit our state to increasing awareness and understanding of mental illness, and the need for appropriate and accessible services for all people with mental illnesses to promote recovery.



<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: April 18, 2022</b>	<b>Item Number 3G</b>
<b>Submitted by: Melissa Andrade, Assistant to the City Manager</b>		
<b>Agenda Topic: Board and Commission reappointments</b>		
<p><b>Proposed Motion:</b> Approve the following Board and Commission reappointment:</p> <ul style="list-style-type: none"> <li>• Construction Board of Appeals: Joe Dompierre, Tim Walker, Ron Pennington and Joe Schornack for terms ending 2.28.2024 (these are 2-year terms)</li> <li>• Historical Commission: Rudolph Wengorovius and Jane Gundlach for a term ending 3.31.2025</li> <li>• Grand River Corridor Improvement Authority: Dr. David Carron for a term ending 3.31.2025</li> </ul>		
<p><b>Background:</b> The terms of these board and commission members expired in February and March 2022. They are up for reappointment. All have expressed interest in reappointment.</p>		
<b>Materials:</b>		

**Farmington City Council  
Staff Report**

**Council Meeting Date:**  
April 18, 2022

**Item  
Number  
3H**

**Submitted by:** Assistant to the City Manager Melissa Andrade

**Description:** Consideration to Approve Farmington Masonic Temple #151 Event Application.

**Consent Agenda:**

Approve Special Event Request to hold "Festival on Masonic Lawn" by the Farmington Masonic Temple #151 on their property on July 14 - July 15 from 10:00 am to 10:00 pm.

**Background:**

The City received a request from David Dereczyk, Temple Board President, Farmington Free and Accepted Masonic Temple #151 to hold the "Festival on Masonic Lawn" event. This is similar to the events they have held on their property during previous Founders Festivals. They plan to operate from 10 am to 10 pm July 14 - July 15.

**Attachments:**

Event Application



2022

Event Name "Festival on the Lawn"

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



### City of Farmington Special Event Application

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

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



*Handwritten signature or initials*

Event Name "Festival on the Lawn"

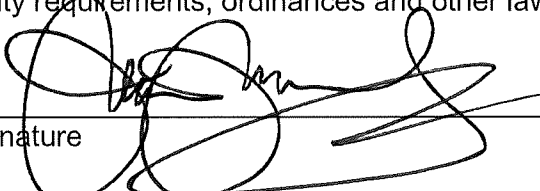
CERTIFICATION AND SIGNATURE: I understand and agree on behalf of myself or the sponsoring organization, the following:

- 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.

3/27/2022  
Date

  
Signature

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

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

Phone: 248-474 5500, ext. 2221

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

Sponsoring Individual/Organization's Name: Farmington Free & Accepted Masonic Lodge #151

Individual/Organization Phone: 248-419-0371

Individual/Organization Address: 23715 Farmington Road, Farmington MICH 48336

Organization's Contact: DAVID DERECZYK Phone: 248-320-0818

Contact's Title: Masonic Temple Board President E-mail: ddd320@hotmail.com

Address: 30746 Country Ridge Circle, Farmington Hills, MI 48331

Event Name: "Festival on the Lawn"

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

Riley Park Permit Fee:

\$100 residents/\$200 non-residents



Event Purpose: Funds for Masonic Community Projects

Event Dates: setup<sup>①</sup> 7/14/22 4-8pm Thursday; <sup>②</sup> 7/15/22

Event Times: 10am - 10pm Friday; <sup>③</sup> 7/16/22 10a/10p Saturday

Event Location: 23715 Farmington Rd (corner Grand River + Farmington Rd)

Number of People Expected: 10-15

Contact Person on Day of Event: DAVID DERECZYK

Phone: 248-320-0818

Email: ddd320@hotmail.com

Estimated Time of Setup: 2 hours

Estimated Time of Cleanup: 2 hours

Crowd Control Plans:

Several lodge members always present + monitoring traffic.

Sidewalk use?  YES  NO

If yes, describe sidewalk use:

vendors set up along existing walkways surrounding the Masonic lodge grounds.

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

YES  NO

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

---

Will street closures be necessary?  YES  NO

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

Will music be provided?  YES  NO

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

Will electricity be needed for the event?  YES  NO

Will the following be constructed or located in event area?

Booths	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value="10"/>
Tents/Canopies	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value="10"/>
Rides	<input type="radio"/> YES	<input checked="" type="radio"/> NO	Quantity: <input type="text"/>
Tables	<input checked="" type="radio"/> YES	<input type="radio"/> NO	Quantity: <input type="text" value="10"/>
Portable Toilets	<input type="radio"/> YES	<input checked="" type="radio"/> NO	Quantity: <input type="text"/>
Inflatables	<input type="radio"/> YES	<input checked="" type="radio"/> NO	Quantity: <input type="text"/>
Food Vending	<input type="radio"/> YES	<input checked="" type="radio"/> NO	Quantity: <input type="text"/>
Other Vendors	<input type="radio"/> YES	<input checked="" type="radio"/> NO	Quantity: <input type="text"/>

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:

"My Garden of Earrings", "Origami Owl"  
"Scentsy", "Cuties Cutlery"  
"Kiss of Color", "Needlewood Crafters",  
"Great Lake Treasures", "Books and more..." "

*\*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:

- "Blue Hat Coffee Shoppe"
- local crafts persons - various
- Detroit Nut Company

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

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

**Event Cost Worksheet**

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

Usage fee for Riley Park is \$100 for residents, \$200 for non-residents. Assistance from Public Services or Public Safety is \$65/hour with a minimum of two hours. The Public Services fee includes four trash barrels and four barricades. If additional equipment is needed, the fee will be determined by Public Services. Equipment is limited to cones, barricades and trash barrels.

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



<b>Farmington City Council Agenda Item</b>	<b>Council Meeting Date:</b> April 18,2022	<b>Item Number</b> 31	
<b>Submitted by</b> Charles Eudy, Superintendent			
<b>Agenda Topic</b> Resolution to Accept Oakland County West Nile Grant			
<b>Proposed Motion</b> Adopt a resolution authorizing the City Administration to submit a reimbursement request to Oakland County in the amount of \$1,443.82 under the West Nile Fund program.			
<b>Background</b> <p>Beginning in 2003, Oakland County has provided funding to local units of government to address concerns related to the West Nile Virus. This year, the City will receive \$1,443.82 based on actual expenses.</p> <p>City staff has received approval from Oakland County to purchase briquettes that would be placed in catch basins throughout the City. Standing water in catch basins is a primary breeding ground for mosquitoes. These briquettes would kill the mosquito larvae in the catch basin. This is considered one of the most cost-effective measures to address the problem of mosquitoes.</p> <p>To receive funding reimbursement for the purchase of the briquettes, it is necessary for the City Council to adopt a resolution authorizing the City Manager to submit a reimbursement under the West Nile Virus Fund program. Enclosed is a resolution for the City Council to authorize the reimbursement request.</p>			
<b>Materials Attached</b> Resolution Appropriation letter Material quote for Altosid XR Ingot Slim Project Plan			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>

**RESOLUTION NO. XX-22-XXX**

**STATE OF MICHIGAN**

**COUNTY OF OAKLAND**

**CITY OF FARMINGTON**

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

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

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

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

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

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

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

**RESULT:**

**MOVER:**

**SECONDER:**

**AYES:**

I, Mary J. Mullison, duly authorized City Clerk for the City of Farmington do hereby certify that the foregoing is a true and correct copy of a motion adopted by the Farmington City Council at a regular meeting held on Monday, April 18, 2022, in the City of Farmington, Oakland County, Michigan.

---

Mary J. Mullison, City Clerk





675 Sidwell Ct  
St Charles, IL 60174  
U.S.A.

www.clarke.com  
TOLL-FREE: 800-323-5727

PH: 630-894-2000

FAX: 630-443-3070

EMAIL: [customer@clarke.com](mailto:customer@clarke.com)

### QUOTATION

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

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

Quotation #	Quote Date	Salesperson	Written by	Valid to
0002027884	03/23/22	Chris Novak	Angie Gaul	04/29/22

Delivery Method	Terms
United Parcel Post	Net 30 Days

Item #	Item Description	Qty Ordered	Unit Price	Extended Price
11010IS	ALTOSID XR INGOT SLIM	2 cs	787.6000/cs	1,575.20
			<b>Order Total</b>	1,575.20
			<b>Total</b>	<u>1,575.20</u>

\* For your convenience we also accept Visa and MasterCard

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

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

**Leigh-Anne Stafford, Director**  
(248) 858-1280 | [health@oakgov.com](mailto:health@oakgov.com)

March 18, 2022

Dear Oakland County Municipality,

The 2022 West Nile Virus (WNV) Prevention Reimbursement amount for Farmington is \$1,443.82. Please note that due to the 2020 Census, this may be a different amount than previous years.

Requirements for reimbursement are as follows:

- Project Plan due **April 29, 2022**
- Resolution due **June 10, 2022**
- Invoices and Proof of Payment due **August 12, 2022**

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

Sincerely,

OAKLAND COUNTY HEALTH DIVISION  
Department of Health and Human Services



Leigh-Anne Stafford, M.S.A.  
Director

2022 West Nile Virus Prevention Reimbursement Program Project Plan

Municipality: City of farmington

Contact Name: Joshua Leach

Contact Phone: 248-473-7250

Contact Email: Jleach@farmgov.com

**Previous Year Product Inventory:**

(Include product name, quantity, and expiration date)

N/A

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

N/A

**2022 Project Plan:** ***\*\*Must attach product quotes\*\**** (Include product name and type)

Use Altosid XR Ingot briquets in catch basins

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

**2022 Project Distribution Plan:**

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

DEPARTMENT OF PUBLIC WORKS QUARTERLY REPORT  
JANUARY THROUGH MARCH 2022

Description		Reg Hours	Reg Gross	Ot Hours	OT Gross	Gross
BUILDINGS & GROUNDS	101-265.00-706.000	573.00	10,792.98	0.00	0.00	10,792.98
BUILDINGS & GROUNDS, OVERTIME	101-265.00-709.000	0.00	0.00	21.50	888.40	888.40
CEMETERIES	101-276.00-706.000	63.75	1,724.71	0.00	0.00	1,724.71
CEMETERIES, OVERTIME	101-276.00-709.000	0.00	0.00	5.75	246.62	246.62
POLICE & FIRE, REPAIR/MAINTENANCE	101-345.00-930.001	1.00	28.33	0.00	0.00	28.33
POLICE & FIRE, REPAIR/MAINTENANCE DPW OVERTIME	101-345.00-930.002	0.00	0.00	1.25	53.89	53.89
PUBLIC WORKS	101-441.00-706.000	555.75	15,209.36	0.00	0.00	15,209.36
PUBLIC WORKS, OVERTIME	101-441.00-709.000	0.00	0.00	33.75	1,500.50	1,500.50
DDA	101-442.00-706.000	92.50	2,502.61	0.00	0.00	2,502.61
DDA, OVERTIME	101-442.00-709.000	0.00	0.00	73.50	3,134.28	3,134.28
PARKING LOTS	101-443.00-706.000	65.25	1,767.62	0.00	0.00	1,767.62
PARKING LOTS, OVERTIME	101-443.00-709.000	0.00	0.00	79.50	3,318.44	3,318.44
SIDEWALKS	101-444.00-706.000	202.25	5,459.29	0.00	0.00	5,459.29
SIDEWALKS, OVERTIME	101-444.00-709.000	0.00	0.00	1.50	60.12	60.12
RUBBISH-RECYCLING COLLECTION	101-528.00-706.000	7.00	193.27	0.00	0.00	193.27
PARKS	101-751.00-706.000	437.75	11,865.81	0.00	0.00	11,865.81
PARKS, OVERTIME	101-751.00-709.000	0.00	0.00	52.50	2,310.06	2,310.06
FARMER'S MARKET	101-760.00-706.000	56.00	1,585.08	0.00	0.00	1,585.08
WARNER HOME	101-804.00-706.000	3.75	101.88	0.00	0.00	101.88
WARNER HOME, OVERTIME	101-804.00-709.000	0.00	0.00	2.00	81.99	81.99
ROUTINE MAINTENANCE, MAJOR STREETS	202-463.00-706.000	200.00	5,361.33	0.00	0.00	5,361.33
ROUTINE MAINTENANCE, MAJOR STREETS, OVERTIME	202-463.00-709.000	0.00	0.00	27.25	1,194.48	1,194.48
TRAFFIC SERVICES MAINTENANCE, MAJOR STREETS	202-474.00-706.000	19.50	522.48	0.00	0.00	522.48
WINTER MAINTENANCE, MAJOR STREETS	202-478.00-706.000	43.75	1,189.77	0.00	0.00	1,189.77
WINTER MAINTENANCE, MAJOR STREETS, OVERTIME	202-478.00-709.000	0.00	0.00	59.00	2,503.20	2,503.20
SURFACE MAINTENANCE, TRUNK	202-486.00-706.000	6.75	178.03	0.00	0.00	178.03
SWEEP & FLUSH, TRUNK	202-488.00-706.000	11.50	311.97	0.00	0.00	311.97
SURFACE MAINTENANCE, TRUNK, OVERTIME	202-488.00-709.000	0.00	0.00	1.50	58.68	58.68
DRAINAGE, DITCHES, TRUNK	202-491.00-706.000	1.00	27.84	0.00	0.00	27.84

WINTER MAINTENANCE, TRUNK	202-497.00-706.000	48.00	1,326.99	0.00	0.00	1,326.99	
WINTER MAINTENANCE, TRUNK, OVERTIME	202-497.00-709.000	0.00	0.00	107.50	4,437.99	4,437.99	
ROUTINE MAINTENANCE, COUNTY ROAD	202-508.00-706.000	26.25	692.00	0.00	0.00	692.00	
ROUTINE MAINTENANCE, COUNTY ROAD, OVERTIME	202-508.00-709.000	0.00	0.00	0.50	19.56	19.56	
WINTER MAINTENANCE, COUNTY ROAD	202-510.00-706.000	23.25	639.17	0.00	0.00	639.17	
WINTER MAINTENANCE, COUNTY ROAD, OVERTIME	202-510.00-709.000	0.00	0.00	56.00	2,376.23	2,376.23	
ROUTINE MAINTENANCE, LOCAL STREETS	203-463.00-706.000	214.25	5,782.36	0.00	0.00	5,782.36	
SALARIES, FULL TIME, STORM	203-463.00-706.011	17.75	460.59	0.00	0.00	460.59	
TRAFFIC SERVICES MAINTENANCE, LOCAL STREETS	203-474.00-706.000	48.50	1,327.37	0.00	0.00	1,327.37	
WINTER MAINTENANCE, LOCAL STREETS	203-478.00-706.000	165.50	4,548.61	0.00	0.00	4,548.61	
WINTER MAINTENANCE, LOCAL STREETS, OVERTIME	203-478.00-709.000	0.00	0.00	42.00	1,743.01	1,743.01	
SUPERVISION, WATER/SEWER	592-620.00-706.000	11.00	320.10	0.00	0.00	320.10	
TRANSMISSION & DISTRIBUTION, WATER	592-621.00-706.000	363.75	10,247.71	0.00	0.00	10,247.71	
TRANSMISSION & DISTRIBUTION, WATER, OVERTIME	592-621.00-709.000	0.00	0.00	48.50	2,231.95	2,231.95	
SEWER LINES	592-622.00-706.000	349.25	9,856.72	0.00	0.00	9,856.72	
SEWER LINES, OVERTIME	592-622.00-709.000	0.00	0.00	2.00	81.99	81.99	
MAINTENANCE, METERS	592-623.00-706.000	10.00	288.28	0.00	0.00	288.28	
MAINTENANCE, HYDRANTS	592-624.00-706.000	2.50	69.83	0.00	0.00	69.83	
MAINTENANCE, SEWAGE RETENTION FACILITY	592-625.00-706.000	47.50	1,377.07	0.00	0.00	1,377.07	
MAINTENANCE, SEWAGE RETENTION FACILITY, OVERTIME	592-625.00-709.000	0.00	0.00	2.00	84.99	84.99	
MAINTENANCE, SEWER PUMPS	592-626.00-706.000	160.50	4,580.01	0.00	0.00	4,580.01	
METER READINGS & UTILITY BILLING	592-632.00-706.000	85.50	2,445.10	0.00	0.00	2,445.10	
MISCELLANEOUS CUSTOMER SERVICES	592-633.00-706.000	5.25	150.13	0.00	0.00	150.13	
MISCELLANEOUS CUSTOMER SERVICES OVERTIME	592-633.00-709.000	0.00	0.00	1.00	49.58	49.58	
MAINTENANCE, GENERAL PLANT	592-666.00-706.000	12.50	356.94	0.00	0.00	356.94	
MAINTENANCE, EQUIPMENT	592-668.00-706.000	4.00	111.32	0.00	0.00	111.32	
INSPECTIONS, WATER/SEWER, MISS DIGS	592-671.00-706.000	124.50	3,611.54	0.00	0.00	3,611.54	
INSPECTIONS, WATER/SEWER, MISS DIGS, OVERTIME	592-671.00-709.000	0.00	0.00	3.50	148.73	148.73	
CAPITAL OUTLAY	640-000.00-706.000	530.50	14,586.33	0.00	0.00	14,586.33	
CAPITAL OUTLAY, OVERTIME	640-000.00-709.000	0.00	0.00	1.25	53.89	53.89	
			4,590.75	121,600.53	623.25	26,578.58	148,179.11

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# Farmington Public Safety Department

Public Safety Director Theodore Warthman

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April 12, 2022

Honorable Sara Bowman, Mayor  
The Council of the City of Farmington  
David Murphy, City Manager

I am proud to present the 2021 Annual Report for the Farmington Public Safety Department. The department's annual report is not only a year in review document but also a historical document for future generations.

The men and women of the department work incredibly hard to ensure the safety of its residents, businesses, and visitors. As a result of their hard work, and the superior level of public safety services the department provides, each year the City of Farmington is recognized as one of the safest cities in the State of Michigan.

"Group A" Offenses (most serious crimes) increased 54% to 175 offenses. It is important to remember that the 54% increase is compared to 2020. As we know, the quarantine, closing of businesses, and extended periods of social distancing were done to keep citizens safe from the COVID-19 virus. Those drastic measures impacted crime occurrences and reporting. For a historical perspective, between 2017-2021, "Group A" Offenses averaged 210 offenses per year. When we look at the five-year average, we can conclude that 2021 was another year of relatively low crime in the City of Farmington.

"Group B" Offenses (less serious crimes) increased 12% in 2021 when compared to 2020. In 2021 "Group B" Offenses were 31% below the five-year average between 2017-2021.

The department became re-accredited through the Michigan Association of Chiefs of Police Accreditation process in July. The accreditation and the re-accreditation process is validation that the department continues to adopt the most current standards and best practices in policing. The current accreditation cycle will conclude in the summer of 2024, at which time, we plan to pursue another re-accreditation audit.

Community engagement and community policing initiatives continue to be a very important component and foundation for our daily operations. We have over 50 community policing programs, and we love to have positive interactions with our community. In 2021, we added two new community engagement and policing opportunities that included our attendance at the first Farmers Market of the month during the summer months, and "Operation Red Tape". "Operation Red Tape" equips patrol officers with translucent red tape to repair broken brake and taillights, so drivers don't get stopped over and over for the same infraction.



Subject: 2021 Annual Report Letter to Council

Crime data figures contained in this report may contain slight number variations due to the ongoing reclassifications of unfounded crimes, false police reports, matters determined to be civil, items reported stolen that were misplaced, lost property determined to be stolen, etc. Crime data will also vary depending on the date the data was queried.

On behalf of the proud members of the Farmington Public Safety Department, we thank you for your continued support.

Respectfully Submitted,



Ted Warthman  
Director of Public Safety





# FARMINGTON PUBLIC SAFETY DEPARTMENT

## 2021 ANNUAL REPORT



### MISSION STATEMENT

We pledge to enhance the quality of life, safety, and security of the community with professional services that value and respect the civil rights of all people.

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# DEPARTMENT PERSONNEL

---

## **ADMINISTRATION**

Ted Warthman, Director  
Bob Houhanisin, Deputy Director

## **COMMANDERS**

Justin DuLong  
Todd Anderson  
Andrew Morché  
Patrick Spelman

## **SERGEANTS**

Jeffrey Brow  
Richard Friess  
Shane Wash  
Matthew Miracle  
James Wren

## **PUBLIC SAFETY OFFICERS**

Alan Baranski  
Mark Keeley  
Scott Brown, School Liaison Officer  
William Wood, Fire Marshal  
Cody Hawkins  
Lisa Kobernick  
Jacob Cote, Detective  
Ryan Baessler  
Jake Hoad  
Michael Weir  
Nash Plafkin

## **RECORDS STAFF**

Corinne Brazzil, Supervisor  
Leslie Amato, Records

## **CADETS**

Jonah Fanning  
Emma Werthman  
Brandon Campbell  
Madelyn Paryaski  
Jessica Taylor  
Andrew Shallow

## **RESERVE FIREFIGHTERS**

James Donovan  
Sean Skinner  
Matt Schiffmann  
Clay Pennington  
John Dresden  
Ken McDonald  
Edward Heidelberg  
Jeff Washburn  
Brad Lowell  
Derek O'Connor  
Brendan Hall  
Aidan Bowes  
Troy Halkey  
Patrick Palise  
Jonah Fanning

## **CIVILIAN SUPPORT STAFF**

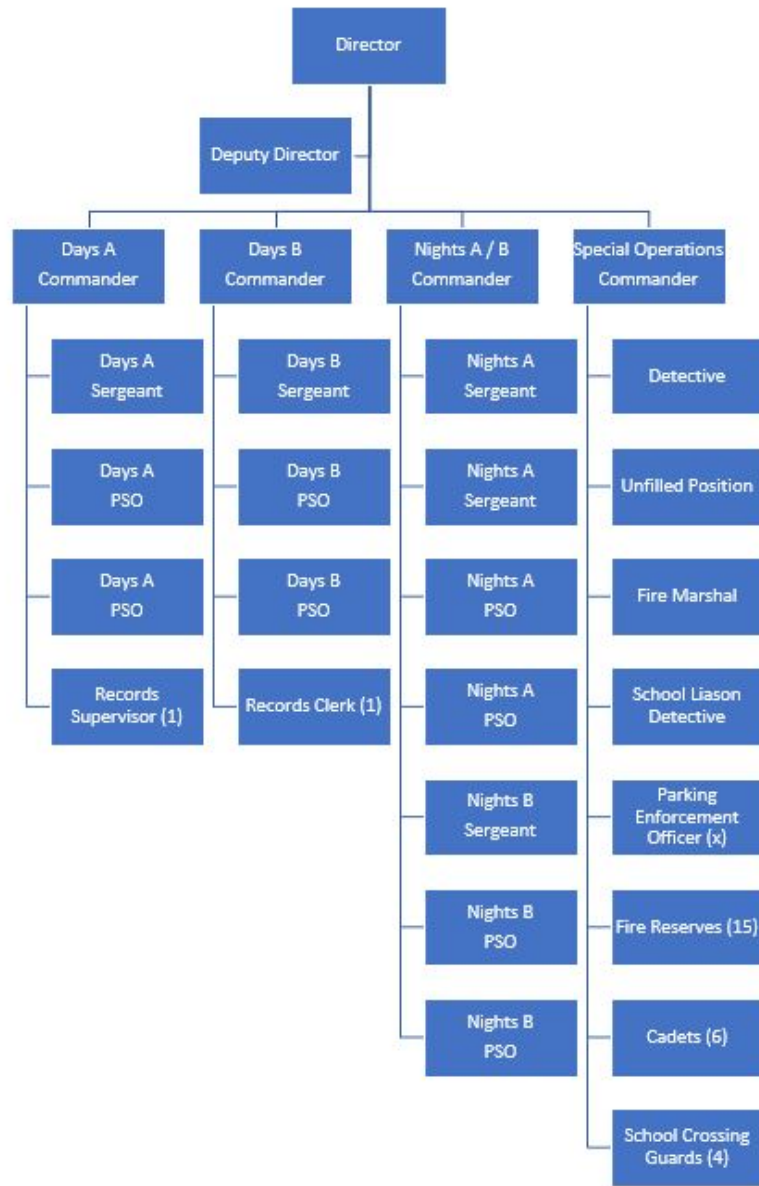
Michael Geldmacher, Parking Enforcement  
Karol Hamilton, School Crossing Guard  
Donna Fedelem, School Crossing Guard  
Judi Mynsberge, School Crossing Guard  
Kelsey Mynsberge, School Crossing Guard

## **CHAPLAINS**

Randall O'Dell  
Deborah O'Dell



# ORGANIZATIONAL CHART - 2021



Administration	(2)
Commanders	(4)
Sergeants	(5)
Public Safety Officers	(11)
Records Staff	(2)
Cadets	(6)
Fire Reserves	(15)
Parking Enforcement	(1)
School Crossing Guards	(4)
Chaplains	(2)

# RETIREMENTS - 2021

---

## **Sergeant Reginald Madeline**

After 19 years of dedicated service to the Farmington Public Safety Department and to the Farmington community, Sergeant Reginald Madeline retired on February 18, 2021.

Sergeant Madeline held the following positions with the department: Public Safety Officer, Fire Marshal, and Sergeant. He also served as a detective, evidence technician, fire instructor, fire inspector, child seat technician, and bike officer.

Over the course of his career, Sergeant Madeline received numerous awards and citations, including receiving a Medal of Valor in 2019 for his actions in saving the life of a Farmington resident who was trapped in a house fire. As a result of his heroic actions, the resident returned home after a short hospital stay.

We wish Sergeant Madeline all the best in his retirement.





# RETIREMENTS - 2021

---

## **Public Safety Officer Aaron Malewski**

After 25 years of dedicated service to the Farmington Public Safety Department and to the Farmington community, PSO Aaron Malewski retired on March 21, 2021.

PSO Malewski held the following positions with the department: Public Safety Officer, detective, evidence technician, taser instructor, firearms instructor, member of the department's Narcotics Suppression Unit (NSU), and accident investigator.

Over the course of his career, PSO Malewski received numerous awards and citations.

We wish PSO Malewski all the best in his retirement.



## NEW HIRES - 2021

---

**PSO Jake Hoard** was hired by the department on February 1, 2021, after spending five years with the North Myrtle Beach Department of Public Safety. PSO Hoard has a bachelor's degree from Ferris State University and a master's degree from Faulkner University in Justice Administration. We wish PSO Hoard a long and distinguished career.



**PSO Michael Weir** was hired by the department on March 1, 2021. PSO Weir comes to the department with extensive firefighting experience of over 18 years of paid on call firefighting experience in a neighboring community. He currently has an associate degree from Columbia Southern University in fire science. We welcome PSO Michael Weir to the department and wish him well.

**PSO Nash Plafkin** was hired by the department on March 1, 2021. PSO Plafkin comes to the department after graduating from Ferris State University with a degree in criminal justice. We wish PSO Plafkin all the best as he starts his career in public safety here in Farmington.



# DEPARTMENT ACCOMPLISHMENTS

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## COVID-19

The department continued to adjust our policy and procedures to manage the impact of the COVID-19 pandemic while keeping the employees of the department safe. The rate of infection due to the virus fluctuated throughout the year and the State of Michigan issued mask mandates to slow the spread of the virus. The department saw several employees contract the virus and miss time at work. Thankfully, no members of the department had severe symptoms due to the virus and department members only missed between seven and ten days of duty. We continue to be vigilant in our attempt to keep our team members safe from the virus.

## MICHIGAN ASSOCIATION OF CHIEFS OF POLICE ACCREDITATION

The department invested a great deal of time and resources to obtain our Michigan Association of Chiefs of Police (MACP) Re-Accreditation. The department was one of the first ten departments in the State of Michigan to obtain re-accreditation, which is a voluntary process. The accreditation process is a progressive and time-proven way of helping law enforcement agencies calculate and improve their overall performance. It involves over 100 professional standards that law enforcement agencies must meet to become accredited. The standards are divided into five sections:



- The Administrative Section – Concentrates on the responsibilities of the administration of the department, such as fiscal control, disciplinary procedures, and agency training.
- The Personnel Function – This section is primarily focused on the employee and the hiring process. Examples of current standards in the Personnel Function section include recruitment, selection of personnel, and promotions.
- The Operations Function – This section is department operations focused and includes standards including use of force, field activities, and traffic safety and enforcement.



- The Investigative Function – Examples of standards found within the investigative function include crime scene processing, storage of evidence, and juvenile matters.
- The Arrestee/Detainee/Prisoner Handling Function – This section includes standards on transporting of arrestees, processing of arrestees, and the holding of arrestees.

We remain committed to the process of accreditation and look forward to our next onsite re-accreditation process in the summer of 2024.

## **SELF CONTAINED BREATHING APPARATUS GRANT**

The department received an Assistance to Firefighters Grant (AFG) for the purchase of 20 self-contained breathing apparatus (SCBA) to replace our old SCBA that were purchased in 2007. The grant was in cooperation with several other public safety agencies in the metro Detroit area. This was the department's fifth AFG grant application. The federal grant included \$129,396.52 in funding for the purchase of the following equipment: 20 SCBA (Nine with TIC integration), 40 air cylinders, 40 face masks, and 2 Rapid Intervention Team packs.

## **PROMOTIONS**

With the retirement of Director Demers in late 2020 and the retirement of Sergeant Madeline in early 2021 the department made several promotions in 2021. Director Warthman was sworn in as Director on January 20, 2021. The subsequent promotions did not take place for several months while a promotional process was established and agreed to by the two collective bargaining groups. A promotional process was conducted in April of 2021 for the positions of Sergeant and Commander. As a result of that process, Commander Spelman and Sergeants Miracle and Wren were promoted. Finally, in June the promotional process for the position of Deputy Director saw Deputy Director Houhanisin promoted.



# PATROL DIVISION

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In 2021, the uniform patrol division was led by four Commanders: Justin DuLong, Todd Anderson, Andrew Morché, and Patrick Spelman. Five Sergeants: Jeffrey Brow, Richard Friess, Shane Wash, Matt Miracle, and James Wren assist the commanders in supervising daily patrol operations. Eight Public Safety Officers are assigned to the patrol division: Al Baranski, Mark Keeley, Cody Hawkins, Lisa Kobernick, Ryan Baessler, Jake Hoard, Mike Weir, and Nash Plafkin.

Six Cadets allow for city hall and the department to remain open twenty-four (24) hours a day, seven days a week for citizens and visitors to Farmington. The cadet staff also allow the department to keep the jail open for short-term holding and allow for Farmington officers to remain on the road in Farmington. Other cadet responsibilities include assisting records personnel, cleaning the station, and answering business phone calls to the Public Safety Department. These cadets are Jonah Fanning, Emma Werthmen, Brandon Campbell, Maddie Paryaski, Jessica Taylor, and Andrew Shallow. They are assisted by two (2) fire reserves who are cross trained to handle cadet responsibilities when the cadets are not working. The cross-trained fire reserves are Sean Skinner and John Dresden.



The patrol division prides itself on a safe and quick response to police, fire, and medical emergencies. A quick response time allows for public safety officers to mitigate emergencies quickly and efficiently while reducing further harm. The “Apartment Watch” program encourages officers to proactively patrol apartment complexes, many times resulting in arrests and prevention of crime due to their visibility. Patrol officers also aggressively enforce traffic laws including motor carrier and “drunk driving” laws which make the roadways much safer throughout the city.

The patrol division provides numerous community policing partnerships with the community. For example, our officers patrol neighborhoods and issue crime prevention notices (blue cards) indicating potential criminal opportunities, hazards, or concerns observed at a residence through our local neighborhood watch program.

Further services offered by our patrol officers include assisting residents who have fallen, home/vehicle lockouts, selective traffic enforcement on neighborhood streets, and conducting informational training such as speed measurement operations for our residents. The patrol division understands the important connection between its officers and the community's residents/visiting public, and looks forward to serving them in any way possible.

- 9,473 Calls for Service
- 600 Adult Arrests (56 for Operating While Impaired)
- 1,848 Citations Issued (Parking Violations excluded)
- 200 Traffic Accidents
- 2,323 Apartment Checks
- 1,644 Subdivision Checks
- 458 School Checks
- 2,372 Selective Traffic Enforcement Details





# FIRE SERVICE

The Farmington Public Safety Department provides fire protection to both residential and commercial structures in The City of Farmington. Farmington's fire services are led by Fire Marshal William Wood. The Public Safety Department staffs 22 full-time sworn public safety officers (PSO's). All Public Safety Officers are sworn police officers, firefighters, and licensed Medical First Responders (MFR), with five members being licensed Emergency Medical Technicians (EMT). In addition, the department employs 15 paid on call fire reserves.



The Farmington Public Safety Department also has members assigned to the Oakland County Hazmat team, and the Oakland County Incident Management Team.

**The Farmington Public Safety Department provides the following fire protection services:**

- Fire extinguishment
- Hazardous materials response
- Smoke alarm give away/installation
- Fire safety presentations
- Home fire inspections
- Business fire prevention inspections
- First Aid / CPR / AED classes
- Stop the bleed program
- Car seat inspections

**In 2021, Farmington Public Safety Department responded to the following incidents:**

- 652 Medical or injured persons
- 6 Carbon monoxide alarms
- 106 Wires Down
- 4 Vehicle Fires
- 4 Outdoor Burns
- 2 Brush Fires
- 19 Smoke Investigations
- 27 Odor Investigations
- 37 Fire Alarms
- 4 Structure Fires
- 5 Hazardous Conditions
- 3 Mutual Aid calls
  - Flat Rock Hazardous Materials Incident
  - Farmington Hills Fire Incident
  - Oxford School Shooting



# SPECIAL OPERATIONS DIVISION

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The Farmington Special Operations Division is led by Commander Todd Anderson and includes Fire Marshal William Wood, Detective Scott Brown (School Liaison Officer), and Detective Jacob Cote.

The responsibilities of the Special Operations Bureau are quite fluid and change from day to day, as investigations, fire inspections, and details change daily.

**The Special Operations Division is responsible for the following duties:**

## **Criminal Investigations**

Detectives conduct investigations, draft search warrants, conduct follow up on criminal investigations, present cases to the Oakland County Prosecutors Office and file criminal complaints with the 47<sup>th</sup> District Court.

## **Crime Scene Processing**

All Detectives are trained to evaluate and process crime scenes, which can include crime scene documentation, lifting fingerprints, collecting DNA samples, scene mapping/photography and collecting evidence.

## **Conducting Pre-Employment Background Investigations**

Detectives conduct thorough background investigations on potential employees, which is necessary to screen applicants and maintain the high departmental employee standards.



## **Neighborhood Watch**

With the advent of Covid-19, monthly face-to-face Neighborhood Watch meetings were suspended for 2021 for safety of the community members and department staff. These meetings are scheduled to reconvene in Spring of 2022 as they are a great source of community partnerships in suppression of criminal activities and education of community members.

## **Evidence Property Room Management**

Commander Anderson is the property room administrator for the department. He oversees all intake and return of property. He is responsible for thousands of items related to case investigation, court presentation of evidence, found property, and items in digital format for cases.

## **School Liaison Program**

Detective Brown is Farmington's School Liaison Officer assigned between Longacre Elementary, Farmington High School, and Our Lady of Sorrows K-8 school. Detective Brown has an office at Farmington High School where he has daily interaction with students and staff. Detective Brown coordinates safety drills and investigates complaints on school grounds.

## **Fire Inspections**

Fire Marshal Wood is a certified State of Michigan fire inspector. He completes many investigations each year which are both educational in notifying property owners of potential hazards and contribute to keeping fires within the City at a low level.

## **Membership with the Oakland County Incident Management Team**

This team is a consortium of agencies who assist with managing large scale incidents. Sergeant Wren is Farmington's assigned member, which allows him to assist with both police and fire scenes throughout Oakland County as needed.

## **Membership with OakTac**

OakTac is a county wide group that provides manpower, training, and equipment for large scale events, including festivals, active assailants, and riot control.

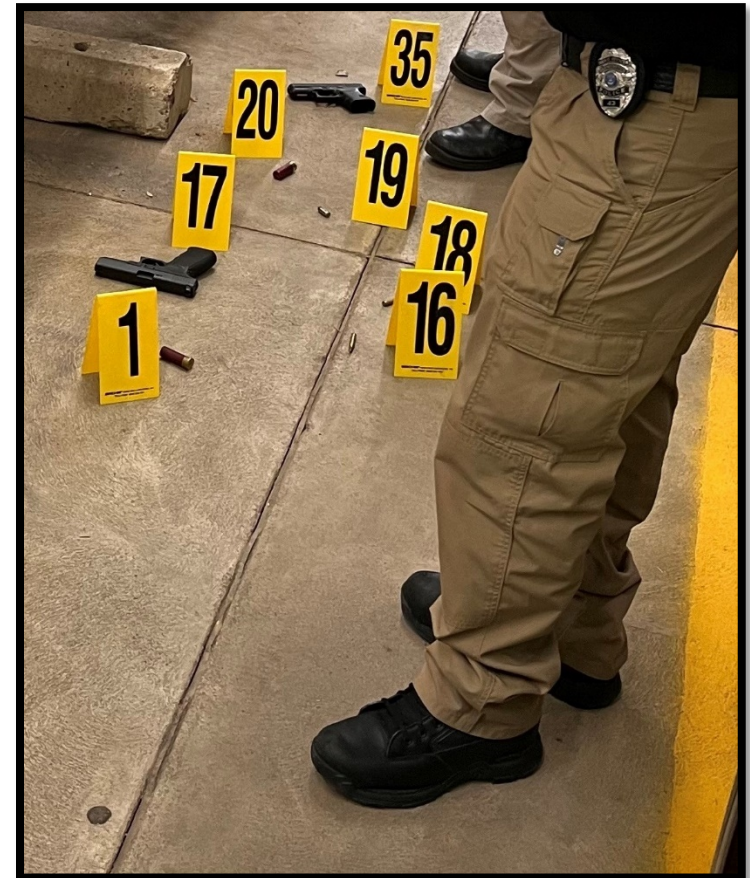


## Smoke Alarm Installation

Smoke alarms have been donated to the department and members install them in homes. Due to the Covid-19 pandemic, smoke alarm installations continued on an emergency basis only due to potential exposures to the Covid-19 virus. The department is focused on reimplementing the program in the Spring of 2022 as the program has received an overwhelming number of requests for smoke alarms to be installed.

### In 2021, the Special Operations Division conducted:

- 204 - Criminal Investigations
- 57 - Warrants issued by the prosecutor
- 7 - Employee background investigations
- 1 - Massage background investigation





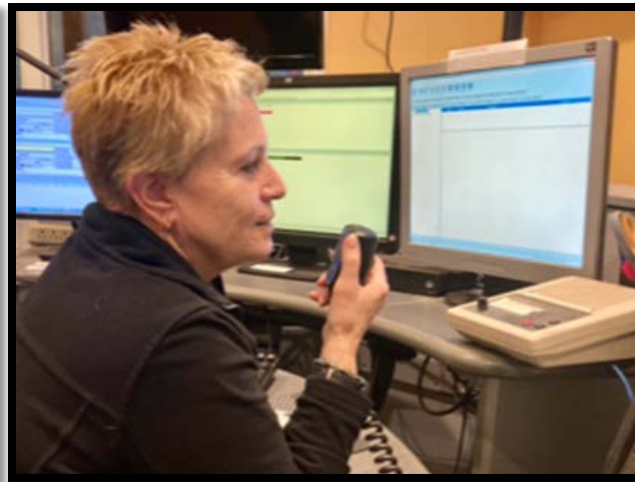
# RECORDS DIVISION

Record Supervisor Corinne Brazzil oversees the department's Records Division and is responsible for processing thousands of reports, forms, and documents that filter through the department throughout the year. In addition, she also has multiple other responsibilities such as court processing, warrant entries, sex offender registration, and training new cadets. Records Supervisor Brazzil is also the department's Law Enforcement Information Network coordinator (LEIN), she ensures that all department personnel remain in compliance with strict state requirements to information security. In 2021, the department went through a Law Enforcement Information Network (LEIN) audit and passed without any issues.

Clerk Leslie Amato also assists in Records and the department's Special Operations Department. Clerk Amato juggles the demands of organizing the property room, filing, transporting vehicles, assisting with department functions such as "Feast in the Fire barn" and the department awards and citations event that takes place each year.



Dispatcher Amato 1981



Records Clerk Amato 2021

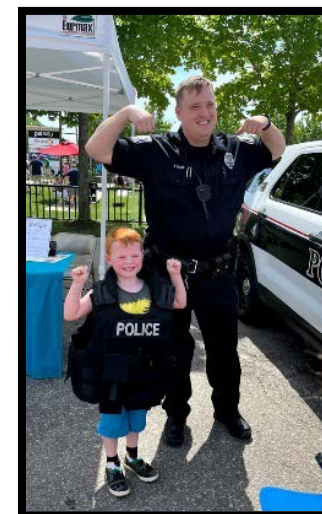


# COMMUNITY POLICING

The Farmington Public Safety Department embraced the strong connection it has with the community, understanding that the most important thing for a public safety department is to have the “public’s trust”. The department worked hard to maintain that trust through a series of community engagement and policing initiatives. The Farmington Public Safety Department was able to serve the community in the following ways:

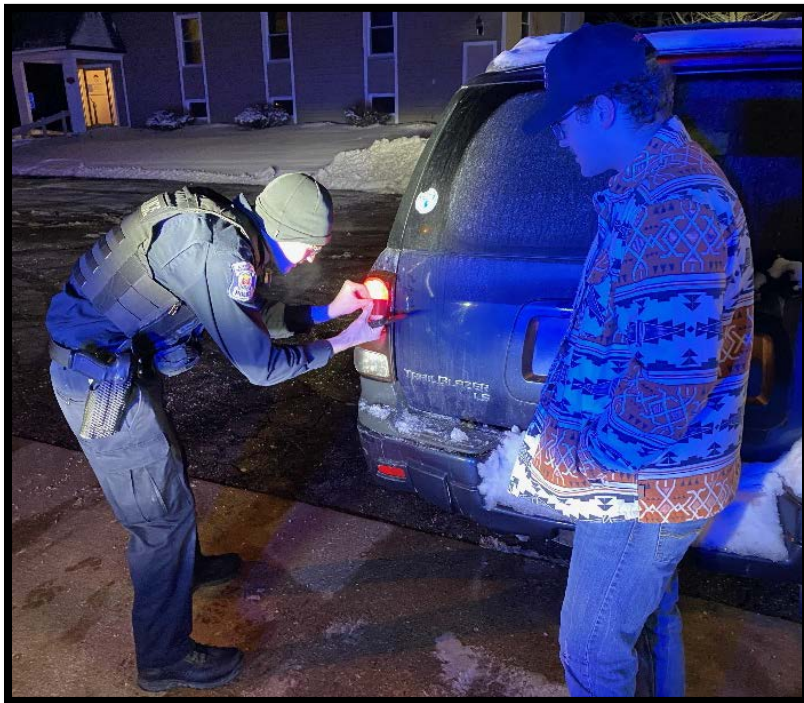
The Public Safety Department collected donations for Special Olympics. The event was sponsored by the Law Enforcement Torch Run which is an annual event held throughout Michigan. Multiple law enforcement agencies support this event and Farmington Public Safety Officers were able to help raise funds for a great cause.

The Farmington Public Safety Department also participated in the weekly Farmington Farmers Market. On the first Saturday of every month, officers and reserve firefighters are on hand to interact with residents, answer questions, and to provide first aid. The department staged either a police patrol vehicle or a fire truck to display.





Every Halloween, the department has extra officers on patrol to keep our neighborhoods and community safe. Officers handed out candy and interact with children and their families. It is the goal of each Public Safety Officer to make every resident and visitor feel safe and welcomed to the City of Farmington.



The department rolled out a new community policing initiative in the fall of 2021 called “Operation Red Tape”. “Operation Red Tape” equips officers with red translucent tape that they use to repair broken or cracked taillights and brake lights instead of issuing drivers violations. This ensures drivers are not being stopped multiple times for the same violation. The program was well received by both officers and motorists.



Each holiday season, officers from the department team with officers from the Farmington Hills Police Department and Fire Department and participate in the annual ‘Shop with a Hero’ event. In 2021, the event was held on a Saturday morning in early December at Meijer. Each of the participating officers were teamed up with a youth from the area and the two of them do some shopping for the holiday season. The event is always one of the highlights of our community policing efforts. In 2021, Director Warthman, Deputy Director Houhanisin, and PSO Hoard participated in the event.

For a full list of the department’s community policing initiatives, please visit our website: [www.farmgov.com/City-Services/Public-Safety/Community-Policing.aspx](http://www.farmgov.com/City-Services/Public-Safety/Community-Policing.aspx)





# TRAINING - 2021

The members of the public safety department are continuously training on a wide variety of training programs to help educate and make well rounded public safety officers. In addition to monthly three-hour blocks of instruction on police and fire training topics, officers often attend training classes away from the department that average in length from one to five days. In addition, new officers go through a field training officer program that pairs the new officer with a training officer for 12 weeks prior to going on solo patrol. In 2021, officers attended the following training:

- Cultural Diversity
- Ethics
- Implicit Bias
- Mental Health
- De-escalation force-on-force decision making
- Emergency Vehicle Operations
- Fire ground operations
- Fire pump operations
- Hazardous materials
- Legal Update



# MAJOR INCIDENTS - 2021

The following is a summary of the major incidents investigated by the Farmington Public Safety Department in 2021:

## Recovered Stolen Vehicle / Possession of Methamphetamines

On February 15<sup>th</sup> officers were dispatched to the area of Grand River Avenue and Orchard Lake Road because OnStar reported that a stolen vehicle was heading south on Orchard Lake near Grand River. Officers located the vehicle and effected a traffic stop on it. Officers took the driver into custody for possessing the stolen vehicle and learned that the female suspect had stolen the car in Saginaw County. Officers further learned that the suspect had sold the car to the new owner, and then stole it back several days later. Officers impounded the stolen vehicle and located methamphetamine in the suspect's backpack. The suspect was turned over to the Saginaw County Sheriff's Office who was investigating the theft. The suspect will be charged for possessing the methamphetamine.

## Conspiracy to Commit Murder

On February 24<sup>th</sup> officers responded to the Zap Zone on Grand River after numerous 9-1-1 calls reported gunfire with potentially three victims at the location. Officers arrived on scene and found numerous spent

shell casings in the parking lot.

Officers checked the business and were unable to locate any victims or evidence that anyone had been struck by gun fire. Officers checked the business video camera and noted that several males had targeted an intended victim and appeared to have missed. The suspects fled the scene in a black Dodge Ram pickup truck. Detectives investigated the incident and identified the suspects involved, charging three of them with conspiracy to commit murder.



## **Arson**

On February 28<sup>th</sup> officers and Engine 1 responded to a home on Frederick Street for a kitchen fire. Upon arrival officers located several flammable items on fire on top of a stove. Officers extinguished the fire and located the resident of the home hiding in her bedroom. Officers noted that the items on the stove appeared to have been purposely placed on the burners and the burners turned on. Officers also noted that the bathtub was overflowing with water and that the resident refused to speak with officers and neighbors. Officers transported the resident to the hospital for evaluation.

## **Larceny from Auto**

On March 24<sup>th</sup> an officer on patrol observed a man reaching into a parked car at 2:55 AM at the Total Car Care on Orchard Lake Road. The officer approached the man and noted that the parked car's window had been smashed. The officer confronted the man and he admitted to breaking into the car to steal items. The man was arrested and charged with larceny from an automobile.

## **Larceny of Copper**

On March 30<sup>th</sup> an officer responded to the Taylor Pharmacy on Grand River Avenue for a report of copper piping stolen from an air conditioning unit. Upon arrival the officer learned that sometime overnight, several of the business' air conditioning units had the copper piping cut off and stolen from them. The officer was able to develop a suspect and evidence was collected from the scene. After extensive investigation, a suspect was arrested and charged with the larceny.

## **Operating While Intoxicated / Resisting Arrest**

On April 26<sup>th</sup> an officer observed a silver Hyundai speeding and weaving on Farmington Road. The vehicle turned onto Meadowlark Street and sped to over 47 mph on the 25-mph street. The officer was able to catch up to the vehicle as it stopped in front of a Meadowlark residence. As the Hyundai stopped, the driver threw her keys out of the window and exited the car. The officer called to the driver, but she ignored him and started walking towards her home. The officer grabbed onto the driver as she started yelling for her boyfriend, who was in the backyard. The woman pulled away from the officer and yelled that the officer couldn't do anything because she had made it home. The woman had obviously been drinking and had a strong odor of intoxicants on her breath. The boyfriend exited the backyard and began threatening the officer to let his

girlfriend go. The officer was able to drag the driver away from the hostile boyfriend and secure her in handcuffs as the boyfriend entered the driver's car and destroyed an opened container of liquor. Back up officers arrived on scene and were able to arrest the boyfriend for interfering. The driver was arrested for operating while intoxicated and later submitted to a breath test which resulted in a .15 BAC. The driver is being charged with OWI and resisting arrest and her boyfriend was charged with interfering with a police officer as well as disorderly intoxication.

### **Carrying a Concealed Stolen Weapon**

On May 3<sup>rd</sup> an officer on patrol stopped a vehicle on Freedom Road for speeding. A check of the driver revealed that he had a suspended driver's license and a warrant for his arrest. The passenger was not able to take the vehicle, so the vehicle was impounded with a towing company. An inventory search revealed a stolen handgun under the passenger's seat. The passenger admitted to buying the pistol from a friend. The pistol was stolen out of Livingston County and the passenger was charged with being in possession of a stolen firearm.

### **Burglary**

On May 14<sup>th</sup> an officer on patrol attempted to stop a black Lincoln MKZ on Grand River Avenue for speeding. The driver refused to stop for the officer and fled the scene. After a pursuit reached high speeds, the chase was terminated due to traffic safety concerns. At approximately the same time, a burglary alarm at the Marathon Gas Station on Grand River Avenue activated. Officers responded to the alarm and noted that the front window was smashed out and the cash drawer taken. Officers noted blood all over the front counter area and a review of the surveillance video revealed that the suspect was the same driver that had fled from officers earlier. Officers from the South Oakland Narcotics Intelligence Consortium located the suspect hiding in a nearby apartment complex parking lot. The suspect had severely cut his hands in the process of burglarizing the business, so he was transported to Beaumont Farmington Hills for stitches.

### **Resisting Arrest**

On July 10<sup>th</sup> officers responded to a home on Kirby Street for a report of an ex-boyfriend destroying property and threatening the victim with a golf club. Upon arrival, officers located the man walking on Farmington Road from Kirby Street. Officers confronted the man and noted that he was intoxicated. Officers attempted to take the man into custody, but he broke away from officers and started fighting. The man was tasered and was quickly subdued. The man was charged with assault and resisting arrest.



# CRIME STATISTICS - 2021

## TOTAL INCIDENTS/OFFENSES - GROUP A, B, C

GROUP TYPE	2017	2018	2019	2020	2021	% CHANGE
Group A	295	263	206	114	175	54%
Group B	317	237	195	125	140	12%
Group C	5,313	4,561	5,679	3,996	4,532	13%

\*TRAFFIC STOPS ARE NOT INCLUDED

## 5 YEAR BURGLARY COMPARISON

RESIDENTIAL	2017	2018	2019	2020	2021
FORCED ENTRY	2	1	3	0	1
NO FORCED ENTRY	3	0	3	0	0
<b>TOTAL</b>	5	1	6	0	1

COMMERCIAL	2017	2018	2019	2020	2021
FORCED ENTRY	7	1	10	3	3
NO FORCED ENTRY	0	0	1	0	1
<b>TOTAL</b>	7	1	11	3	4
<b>TOTAL BURGLARIES</b>	<b>12</b>	<b>2</b>	<b>17</b>	<b>3</b>	<b>5</b>



**FIVE YEAR MAJOR OFFENSE COMPARISON**

<b>OFFENSE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>% CHANGE</b>
MURDER	0	0	0	0	0	-
SEX OFFENSES	4	2	3	2	4	100%
ROBBERY	1	0	0	0	1	100%
ASSAULT	43	37	36	28	33	21%
BURGLARY	12	2	17	3	5	67%
LARCENY	61	45	52	29	44	52%
VEHICLE THEFT	6	5	5	1	10	900%
FRAUD	24	21	40	15	25	67%
ARSON	0	0	0	0	1	100%
<b>TOTALS</b>	<b>150</b>	<b>109</b>	<b>153</b>	<b>78</b>	<b>123</b>	<b>58%</b>

**FIVE YEAR COMPARISON OF INTEREST**

<b>OFFENSE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
ADULT ARRESTS	782	731	606	249	600
JUVENILE ARRESTS	13	4	16	3	19
CALLS FOR SERVICE	6697	6064	6185	4235	5386
FIRE CALLS	153	166	120	97	235
MEDICAL CALLS	912	954	1131	835	652
INJURY ACCIDENTS	29	26	23	16	15
PROPERTY DAMAGE ACCIDENTS	239	251	206	125	185
FATAL ACCIDENTS	0	0	0	1	0
NARCOTICS VIOLATIONS	98	123	10	6	7
IMPAIRED DRIVING	89	75	74	39	56
LARCENY FROM AUTO	10	10	18	13	24
TOTAL TRAFFIC CITATIONS ISSUED	3929	3474	3277	1362	1848

**PARKING ENFORCEMENT**

<b>PARKING VIOLATIONS</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
TOTAL CITATIONS ISSUED	338	129	265	403	617

## ACCREDITATION MEANINGFUL REVIEW DATA - 2021

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Farmington Public Safety officers make documented contact with thousands of individuals throughout the year. Many of those contacts result in the issuance of traffic citations, arrests, and the mitigation of situations involving violence and/or disagreements among parties. Employees of the department also have thousands of undocumented contacts with citizens each year including via the telephone, encounters at events such as the farmers market, parades, and community speaking engagements.

As a Michigan Association of Chiefs of Police (MACP) accredited agency, the Farmington Public Safety Department conducts meaningful reviews on citizen complaints, use of force incidents, foot pursuits, and vehicle pursuits that occur throughout the year. These incidents receive special attention and serve as an early warning system for supervisors to identify and take proactive measures to train officers and ensure compliance with policies and procedures.

The following is a five-year summary of citizen complaints received and investigated incidents of use of force, foot pursuits and vehicle pursuits:

<b>INCIDENTS</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>5 YEAR AVG.</b>
TOTAL # OF CITIZEN CONTACTS	12,306	12,456	12,748	8,243	9,473	<b>11,045</b>
CITIZEN COMPLAINTS	3	4	2	4	4	<b>3.4</b>
CITIZEN COMPLAINTS THAT INVOLVED USE OF FORCE	0	0	0	0	0	<b>0</b>
USE OF FORCE	7	20	15	11	12	<b>13</b>
FOOT PURSUITS	3	2	3	1	0	<b>1.8</b>
VEHICLE PURSUITS	5	2	4	3	11	<b>5</b>

## ACCREDITATION MEANINGFUL REVIEW DATA - 2021

A use of force incident is defined as an arrest that requires anything more than mere handcuffing. When an arrest requires anything more than mere handcuffing, the incident is reviewed by the officer's supervisor and then reviewed again by the Deputy Director for any violations of department policy. If any violations of department policy are found, the incident is handled accordingly, usually through additional training, a coaching session, or formal discipline.

Our use of force numbers remain low each year because the department is dedicated to hiring and training men and women with high standards of integrity, implementing comprehensive training programs that stress de-escalation and professionalism, holding members accountable for their actions and constantly working to achieving the department's mission to provide superior public safety services to the community.

<b>ARREST/USE OF FORCE</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>5 YEAR AVG.</b>
ARRESTS	782	731	606	249	600	<b>597</b>
USE OF FORCE	7	20	15	11	12	<b>13</b>
% USE OF FORCE/ARREST	.9	2.7	2.5	4.4	2	<b>2.5</b>



<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: April 18, 2022</b>	<b>Item Number 7A</b>
<b>Submitted by:</b> Melissa Andrade, Assistant to the City Manager		
<b>Agenda Topic:</b> Beautification Committee Appointment		
<b>Proposed Motion:</b> Move to appoint xxxxx to the Beautification Committee Board for a term ending June 30, 2025.		
<p><b>Background:</b> There is one vacancy on the Beautification Committee Board.</p> <p>Council has interviewed two candidates within the past month for this committee:</p> <ul style="list-style-type: none"> <li>• Christina Clark</li> <li>• Lynne Mullins</li> </ul> <p><i>(Colleen Coogan was also interviewed for this committee, but has since expressed an interest in the Commission for Children Youth and Families)</i></p> <p>Beautification is a 3-year term. This is a new board position, so the term would expire June 30, 2025.</p> <p><b>Committee Information:</b> <i>The committee meets the second Tuesday of the month at 6 p.m.</i></p> <p><i>Committee purpose a. Consider and propose programs which would improve the physical appearance of the community and implement them as approved by the City Council; b. Organize and execute an annual effort to encourage citizen participation in activities designed to beautify the city; c. Continue with the Beautification Awards Program; and d. Assist where needed with the Community Garden Program; and e. Other possible projects and agreed upon by the Committee and City Council</i></p>		
<b>Materials:</b> None		

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: 4-18-22</b>	<b>Item Number 7B</b>
<b>Submitted by:</b> City Manager		
<b>Agenda Topic:</b> Replace old, frayed IT Cables throughout city hall in preparation for the new phone system.		
<b>Proposed Motion:</b> Approve the proposed agreement with Hi-Tech with, oversight by Farmington Hills IT, to install new cat 6 cables, additional ports and wall mounts in preparation for the new phone system in the amount of \$22,125.79 plus a 10 percent contingency for a total amount of \$25,000.		
<p><b>Background:</b> When the carpet was replaced in the Clerk/Treasurer's office area, the cables for the phone and computers were found to be frayed, old and in poor condition. We were informed by Farmington Hills IT that they should be replaced with cat 6 cables. This happened shortly after the phone system had failed. At that time, we were told there were no more parts available for our outdated phone system and the system may not be able to withstand another failure.</p> <p>Farmington Hills IT helped facilitate a quote to replace the old cables throughout city hall. There is money in the budget to replace the cables; this will help prepare the system for new phones -- which are in the 2022/2023 budget and planned for installation at the beginning of the new fiscal year.</p>		
<b>Materials:</b> Quote from Hi-Tech.		



3070 Palms Road, Casco 48064  
 Phone (810) 326-9000 Fax (810) 326-9100  
[www.hitech.net](http://www.hitech.net)

# Quote

Date	Quote No.
03-21-22	HTSQ13641

SOLD TO:	SHIP TO:
<b>Farmington, City of</b> Dave Murphy 23600 Liberty Street Farmington, MI 48335 United States  <b>Phone</b> (248) 474-5500 <b>Fax</b> <b>Email</b>	<b>Farmington, City of</b> Dave Murphy 23600 Liberty Street Farmington, MI 48335 United States  <b>Phone</b> (248) 474-5500 <b>Fax</b> <b>Email</b>

SALES REP.	SALES REP. PHONE	SALES REP. EMAIL	PAYMENT TERMS
Jay St.James	810-388-3039	jcstjames@hitech.net	Net 30 Days

QTY	MANUFACTURER	ITEM DESCRIPTION	UNIT PRICE	EXT. PRICE
<b>Police Department Cabling Project</b>				
1	Leviton	Leviton 48 Port Cat6 Patch Panel	\$350.00	\$350.00
1	StarTech.com	StarTech.com 15U 19" Wall Mount Network Rack - Adjustable	\$169.00	\$169.00
1	StarTech.com	StarTech.com 1U Server Rack Cabinet Shelf - Fixed 16" Deep	\$45.00	\$45.00
4,465	General Cable	General Cable 23-4P Cat6 CMP Blue Cable	\$0.45	\$2,009.25
30	Leviton	Leviton Cat6 Blue Insert	\$7.00	\$210.00
1	Leviton	Leviton 2 Port Ivory Data/Phone Box	\$4.00	\$4.00
8	Leviton	Leviton 2 Port Ivory Quickport Faceplate	\$4.00	\$32.00
3	Leviton	Leviton 4 Port Ivory Quickport Faceplate	\$4.00	\$12.00
1	JDI	JDI 10' Cat6 Blue Patch Cable	\$10.00	\$10.00
50	Minerallac	Minerallac 2" Bridle Ring With Saddle	\$2.39	\$119.50
50	CSC	Beam Clamp	\$0.91	\$45.50
30	JDI	JDI 1' Cat6 Blue Patch Cable	\$3.00	\$90.00
1	Leviton	Leviton Single Port Ivory Quickport Faceplate	\$4.00	\$4.00
1	Hi-Tech	SHOP MATERIALS	\$175.00	\$175.00
1	Hi-Tech	Installation Labor Charges	\$4,914.00	\$4,914.00
SubTotal				\$8,189.25
<b>Police Department Cutover</b>				
1	Hi-Tech	Installation Labor Charges	\$1,395.00	\$1,395.00
<b>After hours labor to move cutover PD</b>				
SubTotal				\$1,395.00
<b>Clerk's Department Cabling Project</b>				
1	StarTech.com	StarTech.com 15U 19" Wall Mount Network Rack - Adjustable	\$169.00	\$169.00
1	StarTech.com	StarTech.com 1U Server Rack Cabinet Shelf - Fixed 16" Deep	\$45.00	\$45.00

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 25% RESTOCKING FEE WITH ORIGINAL PACKAGING.

QTY	MANUFACTURER	ITEM DESCRIPTION	UNIT PRICE	EXT. PRICE
1	Leviton	Leviton 48 Port Cat6 Patch Panel	\$350.00	\$350.00
42	Leviton	Leviton Cat6 Blue Insert	\$7.00	\$294.00
1	Leviton	Leviton 2 Port Ivory Data/Phone Box	\$4.00	\$4.00
1	JDI	JDI 10' Cat6 Blue Patch Cable	\$12.00	\$12.00
42	JDI	JDI 1' Cat6 Blue Patch Cable	\$3.00	\$126.00
11	Leviton	Leviton 2 Port Ivory Quickport Faceplate	\$4.00	\$44.00
50	Minerallac	Minerallac 2" Bridle Ring With Saddle	\$2.39	\$119.50
50	CSC	Beam Clamp	\$0.91	\$45.50
7,250	General Cable	General Cable 23-4P Cat6 CMP Blue Cable	\$0.45	\$3,262.50
1	Leviton	Leviton 6 Port Ivory Quickport Faceplate	\$4.00	\$4.00
5	Leviton	Leviton Single Port Ivory Quickport Faceplate	\$4.00	\$20.00
3		Helleman Tyton 3/4" RACEWAY 6' STICKS IVORY	\$10.68	\$32.04
3	WIREMOLD	Wiremold NM Deep Device Box 2300 Ivory	\$8.00	\$24.00
3	Leviton	Leviton 4 Port Ivory Quickport Faceplate	\$3.00	\$9.00
2	JDI	JDI 15' Cat6 Blue Patch Cable	\$15.00	\$30.00
2		WM POLE POWER 2-CPRTMNT W/2 DPLX ELEC RCPT 10.5	\$192.00	\$384.00
1	Hi-Tech	SHOP MATERIALS	\$250.00	\$250.00
1	Hi-Tech	Installation Labor Charges	\$5,922.00	\$5,922.00
		SubTotal		\$11,146.54
		<b>Clerks's Cutover</b>		
1	Hi-Tech	Installation Labor Charges	\$1,395.00	\$1,395.00
		<b>Afrer hours labor for clerks cutover</b>		
		SubTotal		\$1,395.00

<b>SubTotal</b>	\$22,125.79
<b>Tax</b>	\$0.00
<b>Shipping Estimate</b>	\$0.00
<b>Total</b>	<b>\$22,125.79</b>
<b>Recurring</b>	<b>\$0.00</b>

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 25% RESTOCKING FEE WITH ORIGINAL PACKAGING.



<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: April 18, 2022</b>	<b>Item Number 7C</b>
<b>Submitted by: Ted Warthman, Public Safety Director</b>		
<b>Agenda Topic:</b> Request to approve the purchase of two replacement surveillance cameras and two new surveillance cameras for the Sundquist Pavilion at Riley Park.		
<b>Proposed Motion:</b> Request the approval of FY 2021/2022 budget request to purchase two replacement surveillance cameras for the interior of the Sundquist Pavilion and two new surveillance cameras for the north and south side of the Sundquist Pavilion in the amount of \$12,014.40 with 50% of that cost (\$6,007.20) coming from a MMRMA Risk Avoidance Program Grant.		
<b>Background:</b> In 2017, the department received a grant for the installation of surveillance cameras in downtown Farmington. The grant included the installation of two cameras within the Sundquist Pavilion. One on east side and one on the west side of the pavilion. The two cameras within the pavilion were found to be indoor cameras and are of low-resolution quality making it hard to identify individuals and actions when needed. The two new cameras will be outdoor rated and will be of higher resolution making identification of individuals and actions easier.  This grant will also include the installation of two new surveillance cameras that will be mounted on the north and south side of the pavilion. The cameras will be high definition (HD) and provide 180-degree video coverage. These two areas were identified as areas that lacked current video surveillance.  <b>Financial:</b> The 50% matching funds (\$6,007.20) required for the purchase of the new surveillance cameras will come from the Public Safety Departments FY 2021/22 Capital Outlay Account. Significant funds remain in this account as a result of the acquisition of grants and other projects coming in under budget.		
<b>Materials Attached:</b> MMRMA RAP GRANT ASC Security Systems Quote MMRMA Grant Approval Letter		

**Risk Avoidance Program (RAP)**

**NEW PROJECT APPLICATION FORM**

**PROJECT NAME:** Downtown Farmington Security Cameras

**MUNICIPALITY NAME:** City of Farmington

**DEPARTMENT INVOLVED:** Farmington Public Safety Department

**ADDRESS:** 23600 Liberty Street Farmington, MI 48335

**PROJECT CONTACT:** Ted Warthman

**DIRECT DIAL PHONE:** 248-474-5500 Ext 2235 **E-MAIL\*:** [twarthman@farmgov.com](mailto:twarthman@farmgov.com)

**ALTERNATE CONTACT (If Any):**

**DIRECT DIAL PHONE:**

**E-MAIL:**

**MMRMA MEMBER REPRESENTATIVE\*\*:** David Murphy

**PROJECT START DATE:** February 2022 **PROJECT END DATE:** March 2022

\*MMRMA will email confirmation of receipt and date of application review. If you do not receive this information, please check with MMRMA to ensure your application was received.

\*\*The Member Representative is an individual within your municipality who has been designated as the primary contact with MMRMA. If you do not know who your designated Member Representative is, please contact MMRMA.

**Submit completed applications to:** Cara Ceci, Manager of Risk Management Services  
Email: [cceci@mmrma.org](mailto:cceci@mmrma.org)  
Mail: 14001 Merriman Road  
Livonia, MI 48154

## MMRMA Risk Avoidance Program (RAP)

Please understand and be aware that MMRMA's Membership Committee reviews your grant prior to determining whether or not they will support the described project. Please take the time and effort to explain to them how your project will reduce claims or mitigate risk, exposure to litigation, etc. The quality and breadth of information provided can impact the Membership Committee's decision to approve or deny funding. All pages and sections of the application form MUST be complete prior to submission. Incomplete applications will not be accepted.

1. Provide a detailed description of project (if necessary, attach separate pages):

In 2018, the City of Farmington strategically placed ten (10) security cameras around its downtown in an effort to better surveil the area. In the 3+ years that the cameras have been in place the public safety department has utilized them many times to help solve crimes, determine vehicle accident fault, and to help surveil downtown events such as the weekly Farmers Market, the annual Founders Festival and the ice rink that is constructed each winter.

In November of 2021 for example, we had a group of juveniles that were congregating in the Riley Pavilion after school hours and kicked in the door to the bathroom. As a result, the door was badly damaged, and the bathroom was unusable. Detectives from the public safety department got involved and started to investigate. They were able to use the cameras downtown to get good pictures of the juveniles responsible and worked with our school liaison officer who was able to identify the four juveniles responsible. As a result of the identification, the parents of the responsible juveniles made restitution to the city instead of the city having to pay for the damage or the city filing an insurance claim.

This is just one example of how the cameras in Downtown Farmington have been utilized to help solve crimes and make Downtown Farmington safer. Recently however, we discovered that one of our two (2) cameras in the Riley Pavilion would not focus making it impossible to identify persons. We called out a technician who was unable to fix the camera and the camera has been rendered useless. In addition, the technician discovered that the company that installed the cameras in 2018 had installed two (2) indoor cameras in the Riley Pavilion instead of installing two outdoor cameras. The technician stated that although the cameras are out of the elements, they should be rated for outdoor use due to the drastic increase and decrease of temperatures. As a result, we would like to replace these two cameras with new, outdoor rated cameras.

While doing research for this project, I discovered an additional need for two more outdoor cameras to capture two areas that we do not currently have covered. One camera is needed on the north side of the pavilion to capture the green space between the pavilion and Grand River and one camera is needed on the south side of the pavilion to capture the parking lot between the pavilion and Main Street.

These two voids in our camera system are a priority to get filled. These two areas host such events as Music in the Park on Friday nights, the ice rink from December to March, the Farmers Market every Saturday morning which draws thousands to Downtown Farmington each Saturday, Swing Dancing on Thursday nights just to name a few.





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2. What is the problem you are trying to solve?

The problem being address is the replacement of two non fully operational cameras and the addition of two much needed cameras to address two high traffic areas that currently do not have adequate camera coverage. With the replacement and addition of the cameras mentioned, it will provide for an increase in public safety, help us catch perpetrators of crimes by providing much needed evidence, and may help protect the city from unsubstantiated insurance claims such as a trip and fall on city property.

3. How will this project & plan of action help to solve the problem?

If this project is funded, it will help address the camera issues that we have in Downtown Farmington. The largest gathering point in the downtown area is the pavilion and the immediate surrounding areas described. Currently, we do not adequately capture this footprint with cameras as we should. The replacement of two improperly installed cameras along with the addition of two new 180-degree cameras on the north and south side of the pavilion would solve this problem.

4. Does the project duplicate or incorporate previous attempts to solve the problem? (If yes, please explain.)

YES

NO

5. If benefits of this project will aid or involve other departments, agencies, municipalities, or organizations, please describe and list (Letters of support are encouraged; please attach):

The Farmington Downtown Development Authority - Letter of support attached.



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6. Additional Information:

N/A

## Grant Application Budget Worksheet

Please provide supporting documentation that aligns with the budgetary information. Supporting documentation may consist of quotes, bids, invoices, purchase orders, sales agreements, board/commission meeting minutes, or other documents that provide additional information about the project described and the budget associated with that project. Large project funding requests should include an itemized list of budget expenses that cross-reference supporting attachments so that it is clear what various components of the project cost. Grant funds requested should not exceed 50% of the overall project budget. If grant is approved, MMRMA requires a copy of the invoice (not a purchase order or purchase requisition) and the cancelled check in order to provide grant reimbursement.

**TOTAL PROJECT COST: \$ 12,014.40**

**OTHER SOURCES CONTRIBUTING FUNDS: (Please list below)**

**Organization:**

**Amount:**

N/A

**TOTAL FROM OTHER SOURCE: \$ 0**

**RAP FUNDS REQUESTED: \$ 6,007.20**

**Signature of applicant:**

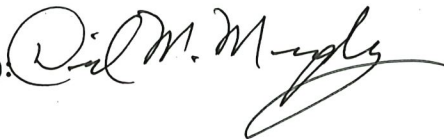


**Date:** 12/15/2021

**Print Name (Member Representative):** David Murphy

**Title:** City Manager

**Signature (Member Representative):**



**Date:** 12/15/2021



## Pavilion Security Camera

Quote #000916 v2

Prepared For:  
**City of Farmington - Police**  
Ted Warthman  
23600 Liberty  
Farmington, MI 48335

P: (248) 474-5500  
E: twarthman@farmgov.com

Prepared by:  
**Advanced Satellite Communications**  
Adam Barber  
12137 Merriman Road  
Livonia, MI 48150

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

Date Issued:  
**12.13.2021**  
Expires:  
**01.09.2022**

### Scope of Work

#### Purpose:

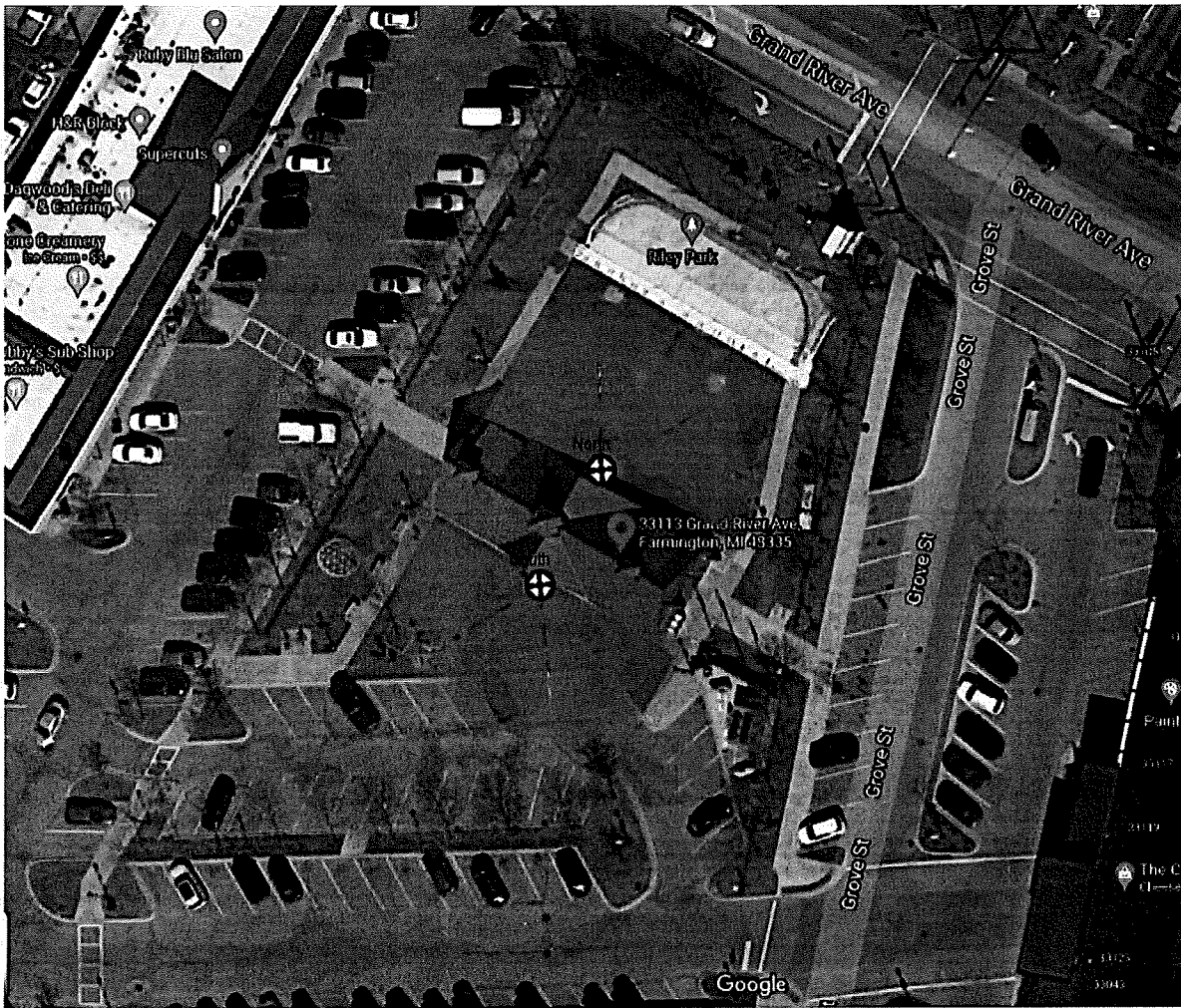
Currently, the security camera installed in the pavilion are indoor rated dome-style security cameras. This quote is to replace those cameras with an outdoor version more appropriate for the environment. In addition, this quote adds surveillance coverage to the north and south exteriors of the pavilion.

#### A.S.C. Scope of Work:

- A.S.C. to use existing cabling and network switch to swap two (2) indoor rated security cameras for Avigilon outdoor rated Bullet-style Cameras (3MP)
- A.S.C. to run new Cat5 cable to the Camera install locations
- Install Avigilon Multisensor Cameras with associated mounting hardware and POE injector. Cameras are to be wall mounted to the North and South faces of the pavilion and provide 180 degrees of video coverage. Cameras are capable of triggering analytic events to be viewed at the police station.
- A.S.C. to provide and install four (4) ACC7-Enterprise Software Licenses on Video Server to accommodate the addition of the new cameras
- A.S.C. to aim/focus cameras as directed by FPD



### Scope of Work





System Devices

Product Description	Qty
HD Bullet Camera	2
Backbox (For H4A-BO1-IR Avigilon Bullet Style)	2
HD Camera (Multisensor, 180 Camera, Light Catcher)	2
Multisensor Outdoor Pendant Mount Adapter	2
Multisensor Dome Cover	2
Multi Sensor IR Illuminator Ring, (100ft)	2
Multi Sensor Pedant Wall Mount Adapter	2
POE Injector (POE++, 60watt)	2
Seal-Tite Flex Conduit & Fittings	1
RJ45 Cat6 Direct Burial	1000
RJ45 Connector for CAT6	10
ACC7 Enterprise Edltion Camera License	4
<b>Subtotal:</b>	<b>\$9,804.40</b>

Installation Services

Product Description	Qty
<b>Installation</b>	<b>1</b>
<b>Subtotal:</b>	<b>\$2,160.00</b>

Quote Summary	Amount
System Devices	\$9,804.40
Installation Services	\$2,160.00
<b>Subtotal:</b>	<b>\$11,964.40</b>
<b>Shipping:</b>	<b>\$50.00</b>
<b>Less tax</b> <b>Estimated Tax:</b> →	<b>\$591.27</b>
<b>Total:</b>	<b>\$12,605.67</b>

*Total - 12,014.40*

Customer understands that any additional fees that may be incurred to comply with all applicable building codes, zoning ordinances or any other permits needed for installation is their responsibility. Further, reference to Plug and Play is defined herein as utilization of pre-existing cable distribution system for entire property, as is. Delays or distractions caused by customer during installation or service may be billed additionally upon written order to customer. Any alteration or deviation from above quoted specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above this quotation. This is the entire agreement, and no additional services or promise of performance is implied that is not contained herein. Acceptance of quotation - all terms and conditions as written are a part hereof and are binding upon the parties hereto. A.S.C. retains the right to substitute parts of equal or better value to complete a functional system. Upon clients written approval A.S.C. may access clients system(s) for virtual maintenance, trouble shooting and reporting functions. A.S.C. may refer to clients name in various marketing materials unless prohibited by client. A.S.C. shall have no liability for any personal injury, property damage or other loss based on any claim at all including a claim the product failed to perform. A.S.C. will bill after functional completion of the job and expect payment due within the terms stated on this proposal. The Company reserves the right to send the account to a third party for collection. It is understood and agreed that The Company may do so for the entire amount remaining on the contract plus any collection costs incurred in the process. Note: Finance charges of 1.5% per month added to past due invoices. All products shown herein remain the property of A.S.C. until paid in full. Prices contained in this quotation shall be considered firm for a period of (30) days from the date of quotation unless otherwise stated herein. A.S.C. will charge a restocking fee of 20% on all returned or cancelled merchandise. All purchases placed on a credit card for orders over \$2,000. may incur a 2.5% service charge. ATTORNEYS' FEES. In the event of any litigation or arbitration between the parties with respect to this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and costs of litigation, as the court or tribunal may determine.



Acceptance

Advanced Satellite Communications

City of Farmington - Police

*Adam Barber*

Adam Barber

Signature / Name

12/13/2021

Date

Ted Warthman

Signature / Name

Initials

Date

Downtown Farmington is a Main Street Select community.

Our mission: To promote and enrich a vigorous downtown business and residential district while retaining and enhancing our Main Street atmosphere



December 13, 2021

Dear Michigan Municipal Risk Management Authority,

Downtown Farmington hosted a record number of visitors at Riley Park during 2021. The Farmington Downtown Development Authority (FDDA) runs year-round programming in this downtown gathering space. From summer concert series to the Farmers Market to the Riley Park Ice Rink, we have added more furnishings, public art, games, propane heaters, seasonal decorations and other assets in recent years. We see park use beginning early morning, to late in the evening. We see winter coffee meet-ups at 7:00am, and it is not unusual in the summer to see three generations of families enjoying ice cream after 9:00pm.

On more than four occasions this past year, we have requested surveillance review from our Public Safety team to identify property damage within Sundquist Pavilion and the surrounding park area. Quick response and camera coverage make identifying persons involved easier for our public safety team. Current coverage leaves large blind spots.

The FDDA would be grateful for additional resources as we work with our city administrative team to provide safe, vibrant, beautiful park space for our community.

Best regards,

A handwritten signature in black ink, appearing to read "Kate Knight", with a long horizontal line extending to the right.

Kate Knight  
Executive Director  
Farmington Downtown Development Authority



RISK

MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

March 8, 2022

Ted Warthman  
City of Farmington  
23600 Liberty  
Farmington, MI 48335

**RE: Grant Funding – Requirements for Reimbursement**

Dear Mr. Warthman,

I am pleased to inform you that the Risk Avoidance Program (RAP)/Certification and Accreditation Program (CAP) application for your Downtown Security Cameras project was approved. The Membership Committee authorized 50% funding up to a maximum of \$6,007.20 for your project.

RAP/CAP funds are issued on a reimbursement basis. Payment will be based upon verification received from the City of Farmington of their payment of the project in full. Please see the attached **RAP/CAP Grant Reimbursement Procedure** for guidelines on processing your grant payment.

Such documentation is needed in order to verify that the grant allotted is being used for the project described in your application. If your application submission contained the above referenced documentation, please contact MMRMA.

Payment of RAP/CAP funds is contingent upon the City of Farmington remaining a member of MMRMA and in compliance with the Joint Powers Agreement. Your approved grant reimbursement is valid for six months from the date of this letter. **GRANT EXPIRATION: 09/30/2022.**

Sincerely,

*Cara L. Ceci*

Cara Ceci, ARM, CPCU  
Manager of Risk Management Services

CC/sp

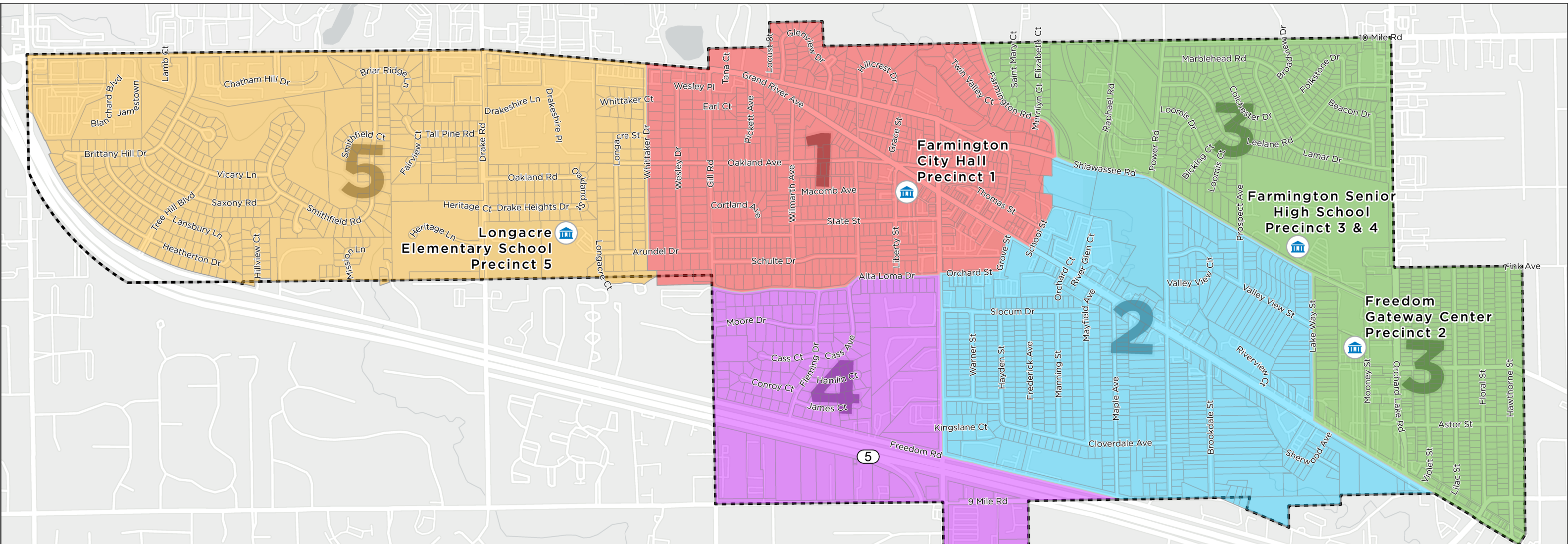
cc: David Murphy  
Ibex Insurance Agency





<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: April 18, 2022</b>	<b>Item Number</b>  7D
<b>Submitted by: Mary Mullison, City Clerk</b>		
<b>Agenda Topic: Election Precinct Boundary Changes</b>		
<b>Proposed Motion:</b> Move to adopt a Special Ordinance to Consolidate Election Precincts and revise the precincts previously established in Special Ordinance C-628-96 pursuant to State law and City Charter.		
<b>Background:</b>  Special Ordinance No. C-628-96 established six voting precincts within the City of Farmington. Michigan Election Law provides that in the second year following the federal census, city election commissions shall divide precinct boundaries no later than 120 days before the primary election next preceding a general November election, in order that a precinct, as far as practical is not split between districts exceeding 2,999 registered voters (MCL 168.661(3)). In following this process and considering the increase in the number of persons voting by absent voter ballots, on March 25, 2022 the city election commission agreed with the recommendation of the City Clerk that there will be additional efficiency if the six election precincts are consolidated into five election precincts. No precinct will exceed 2,999 registered voters. City Charter Section 3.3 and City Code Section 12.1 require that a special ordinance be adopted to recognize the city's precinct boundaries  No changes have been made since the First Reading.		
<b>Materials:</b>		
<b>2021 Precinct Map 2022 Election Commission Approved Precinct Map Special Ordinance</b>		







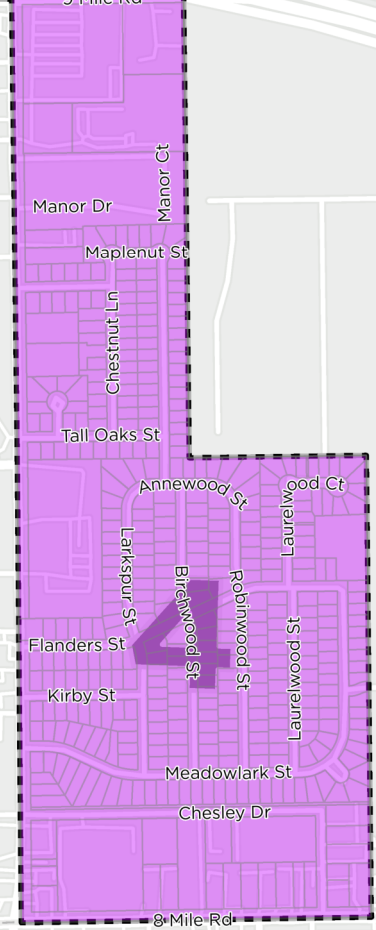
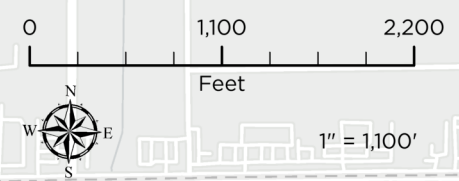
Map Key	Precinct #	Location Name	Location Address	Location Within	Location Description
	Precinct 1	Farmington City Hall	23600 Liberty St., Farmington, MI 48336	Council Chambers	Located west of Farmington Rd. and Grand River Ave.
	Precinct 2	Freedom Gateway Center	31590 Grand River Ave., Farmington, MI 48336	Large Meeting Room	Located at Mooney St. and Grand River Ave.
	Precinct 3	Farmington Senior High School	32000 Shiawassee Rd., Farmington, MI 48336	Cafeteria, South Entrance	Located between Prospect Ave. and Orchard Lake Rd.
	Precinct 4	Farmington Senior High School	32000 Shiawassee Rd., Farmington, MI 48336	Cafeteria, North Entrance	Located between Prospect Ave. and Orchard Lake Rd.
	Precinct 5	Longacre Elementary School	34850 Arundel St., Farmington, MI 48336	Gymnasium	Located between Gill Rd. and Drake Rd., south of Grand River Ave.

# Farmington Precinct Map

Source: Data provided by City of Farmington, Oakland County, and Esri. OHM Advisors does not warrant the accuracy of the data and/or the map. This document is intended to depict the approximate spatial location of the mapped features within the Community and all use is strictly at the user's own risk.

Coordinate System: NAD 1983 StatePlane Michigan South FIPS 2113 Feet Intl

Map Published: March 15, 2022



<https://bit.ly/FarmingtonVotes>



**STATE OF MICHIGAN**

**COUNTY OF OAKLAND**

**CITY OF FARMINGTON**

**SPECIAL ORDINANCE NO. C-\_\_\_\_-2022**

**AN ORDINANCE TO CONSOLIDATE ELECTION PRECINCTS  
AND REVISE THE PRECINCTS PREVIOUSLY ESTABLISHED  
IN THE CITY OF FARMINGTON SPECIAL ORDINANCE  
C-628-96 PURSUANT TO STATE LAW, CITY CHARTER  
SEC 3.3 AND CITY CODE SEC. 12.1**

**THE CITY OF FARMINGTON ORDAINS:**

**PART I.** Special Ordinance No. C-628-96 established six voting precincts within the City of Farmington. Michigan Election Law provides that in the second year following the federal census, city election commissions shall divide precinct boundaries no later than 120 days before the primary election next preceding a general November election, in order that a precinct, as far as practical is not split between districts exceeding 2,999 registered voters. MCL 168.661(3). In following this process and considering the increase in the number of persons voting by absent vote ballots, the city election commission agrees with the recommendation of the city Clerk that there will be additional efficiency if the six election precincts are consolidated into five election precincts. No precinct will exceed 2,999 registered voters. City Charter Section 3.3 and City Code Section 12.1 require that a special ordinance be adopted to recognize the city's precinct boundaries, which shall be as follows:

- Precinct 1:** Beginning at the city limits, south on Farmington Road, through lot boundaries and continuing to School Street; west on Grand River Avenue to Grove Street; south on Grove Street to Orchard Street; west on Orchard Street to Farmington Road; continuing west on Alta Loma Drive to Gill Road; north on Gill Road to south of Schulte Drive; west along the city limits to the lot line leading to Whittaker Drive; north on Whittaker Drive to Grand River Avenue; east on Grand River Avenue until the city limits turn north; east along city limits to point of beginning.
- Precinct 2:** Beginning at Shiawassee Road and Lake Way Street, south on Lake Way Street to Grand River Avenue; east on Grand River Avenue to the city limits; west along the city limits to Freedom Road; west on Freedom Road to Farmington Road; north on Farmington Road to Orchard Street; east on Orchard Street to Grove Street; north on Grove Street to Grand River Avenue; east on Grand River Avenue to School Street; north on School Street and along lot boundaries to Shiawassee Road; east on Shiawassee Road to point of beginning.

**Precinct 3:** Beginning at the city limits, south on Orchard Lake Road to Fink Street; east on Fink Street to the city limits; south along city limits to Grand River Avenue; west on Grand River Avenue to Lake Way Street; north on Lake Way Street to Shiawassee Road; west on Shiawassee Road to Farmington Road; north on Farmington Road to 10 Mile Road; east on 10 Mile Road to point of beginning.

**Precinct 4:** Beginning at Alta Loma Drive, south on Farmington Road to Freedom Road; east on Freedom Road to city limits; west along city limits to 9 Mile Road; south along city limits to 8 Mile Road; west on 8 Mile Road to Farmington Road; north on Farmington Road to 9 Mile Road; west on 9 Mile Road to Gill Road; north on Gill Road to Alta Loma Drive; east on Alta Loma Drive to point of beginning.

**Precinct 5:** Beginning at the city limits, south on Whittaker Street to the city limits; west along the city limits to Freedom Road; north on Freedom Road to Grand River Avenue; east on Grand River Avenue to point of beginning.

**Part II**      **Severability**

Should any section, subsection, paragraph, sentence, clause, or word of this ordinance be held invalid for any reason, such decisions shall not affect the validity of the remaining portions of the ordinance.

**Part III**      **Repealer**

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

**Part IV**      **Savings**

This amendatory ordinance shall not affect violations of the zoning ordinance or any other ordinance existing prior to the effective date of this ordinance and such violation shall be governed and shall continue to be separately punishable to the full extent of the law under the provisions of such ordinance at the time the violation was committed.

**Part V Effective Date: Publication.**

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

Ayes:

Nays:  
Abstentions:  
Absent:

STATE OF MICHIGAN    )  
                                  )ss.  
COUNTY OF OAKLAND    )

I, the undersigned, the qualified and acting City Clerk of the City of Farmington, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City of Farmington at a meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2022, the original of which is on file in my office.

---

MARY MULLISON,  
City Clerk  
City of Farmington

Adopted:  
Published:  
Effective:

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> 4-18-22	<b>Item Number 7E</b>
<b>Submitted by:</b> City Manager		
<b>Agenda Topic:</b> Engage OHM to conduct a condition assessment study.		
<b>Proposed Motion:</b> Approve the proposed agreement from OHM to conduct a condition assessment study for city hall for a not to exceed amount of \$19,000.		
<b>Background:</b> City Hall has needed a thorough study of the condition of the building for some time. Having this type of report would help us make more informed decisions about the repairs and maintenance to this building with less surprises.		
<b>Materials:</b> Proposal from OHM for a condition assessment for City Hall.		



March 28, 2022

David Murphy  
City Manager  
City of Farmington  
23600 Liberty Street  
Farmington, Michigan 48335

**RE: Proposal for Professional Services  
Farmington City Hall Condition Assessment**

Dear Mr. Murphy:

Per the City's request, please accept this proposal for your review and the Council's consideration for a condition assessment of the Existing City Hall building. It is our understanding that this work needs to be completed during the current fiscal year (FY) while the assessment of other City owned properties may be considered during FY 22/23.

### **PROJECT UNDERSTANDING**

The City of Farmington is seeking to gain a better understanding of the condition of the City Hall facility located at 23600 Liberty Street. The key elements of that assessment will include the following:

1. Visual walk-through assessment of current facilities, including the site, landscape, building envelope, mechanical, fire, electrical, plumbing, and interior finish conditions.
2. Provide a report identifying condition findings and recommendation for repairs to the facility. An opinion of construction cost for recommendations will be included in report.

### **SCOPE OF SERVICES**

The following is the scope of services that OHM will provide for this project.

#### **Meeting 1 and Review of Existing Data/Site Walkthrough**

We will review existing information such as original design documents or other information made available to the design team. With initial information gathered, our team will walk the facility and provide a visual evaluation of the condition of the building, including:

- ▶ Site: utilities, pavement, sidewalks, drainage components, exterior lighting, flagpoles, fences, gates, awnings, benches, signage, canopies, and other permanently installed landscaping elements.
- ▶ Exterior Building Systems: all exterior building components, including but not limited to roof, walls, masonry, siding, brickwork, window systems, exterior doors, and structural components.
- ▶ Interior Building Systems: walls, doors, windows, floors and ceilings, floor coverings, stairs and handrails, lighting, visible structure, and finishes.
- ▶ Limited accessibility (no measurements will be taken)
- ▶ Heating, Ventilation, and Air Conditioning Systems
- ▶ Electrical and Electrical Distribution Systems
- ▶ Plumbing Systems

As part of this walkthrough, OHM will meet with City staff to identify and discuss any current maintenance issues.



Digital photos will be used for documentation of system conditions to support the assessment process and report deliverables. The optional inclusion of a virtual 360-degree camera tour of the facility would further enhance the report and could support future Council decisions.

### **Assessment Report**

Based on information gathered during the walk-through and existing information provided, OHM Advisors will provide a report on facility deficiencies, along with recommendations for replacement or renovation. The report will provide a single option for repair and replacement and utilize this as the basis for opinion of costs. Opinions of construction costs will be compiled for the recommendations and include OH&P, general conditions, and contingency.

### **Meeting 2: Draft Report Review**

OHM will meet with City staff to review site assessment findings, recommendations, and opinion of costs for feedback to incorporate into final report deliverables.

### **Final Report Deliverable**

Final assessment report to include the following:

- ▶ Facility Assessment, noting deficiency and photos.
- ▶ Recommendations for repairs or building improvements.
- ▶ Opinion of construction costs.

### **SCHEDULE**

We are prepared to begin the project upon written authorization by the client with an estimated project start the week of April 18, 2022 and complete the final report prior to July 1, 2022.

### **FEE SCHEDULE**

The Professional Services will be performed on an hourly not-to-exceed basis, in accordance with the established Hourly Rate Schedule for the City of Farmington. The amount is based on the above scope of services, the assumptions listed below, and the information available at this time. **The project specific estimated budget is not to exceed \$19,000.** The optional inclusion of a virtual 360-degree camera tour of City Hall would add up to \$2,500 to the total project cost.

### **FURTHER CLARIFICATIONS AND ASSUMPTIONS**

The above-listed scope of services was prepared with the following assumptions:

- OHM will be pleased to provide any additional services for this project not specifically described in the scope of Design Services on an hourly basis. Services not included in this proposal:
  - a. Space planning layouts/schematic plans.
  - b. Detailed building analysis, destructive testing, or engineering studies of the existing facility outside the scope of what is described above are excluded.
  - c. Assessment of furniture and portable equipment are not included in the current scope of work.
  - d. Regulatory and client meetings not specifically referenced
  - e. Construction material testing
  - f. Structural calculations and assessment of structural system capacities.
- Detailed analyses, testing (destructive or otherwise) or perform system calculations (be it structural, mechanical, plumbing or otherwise) are not included in scope. Opinions and conclusions are based solely upon on visual observations and, as such, should be considered preliminary. The Owner must have these opinions and conclusions verified by detailed analysis where necessary. No warranty, either express or implied, is made or intended.



We are thankful for this opportunity to provide professional design services. Should you find this agreement acceptable, please execute and return a copy to us for our files. We look forward to working with the City on another successful project. If you have any questions, please feel free to contact Matt or Jennifer at [Matt.Parks@ohm-advisors.com](mailto:Matt.Parks@ohm-advisors.com) or [Jennifer.Morris@ohm-advisors.com](mailto:Jennifer.Morris@ohm-advisors.com) or 734.466.4474.

Sincerely,  
OHM Advisors

---

Matthew Parks, P.E.  
Principal

---

Christopher Ozog, AIA  
Project Manager

Encl: Terms and Conditions  
cc: Austin Downie, OHM Advisors

**City of Farmington – City Hall Condition Assessment  
Professional Services**

Accepted By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

Date: \_\_\_\_\_



## TERMS & CONDITIONS

1. **THE AGREEMENT.** These Terms and Conditions and the attached Proposal or Scope of Services, upon acceptance by CLIENT, shall constitute the entire Agreement between Orchard, Hiltz & McCliment, Inc. (OHM ADVISORS), a registered Michigan Corporation, and CLIENT. OHM ADVISORS and CLIENT may be referred to individually as a Party or collectively as Parties. This Agreement supersedes all prior negotiations or agreements and may be amended only by written agreement signed by both Parties.
2. **CLIENT RESPONSIBILITIES.** CLIENT, at no cost, shall:
  - a. Provide access to the project site to allow timely performance of the services.
  - b. Provide all information in CLIENT'S possession as required by OHM ADVISORS to perform the services.
  - c. Designate a person to act as CLIENT'S representative who shall transmit instructions, receive information, define CLIENT policies, and have the authority to make decisions related to services under this Agreement.
3. **PROJECT INFORMATION.** OHM ADVISORS shall be entitled to rely on the accuracy and completeness of services and information furnished by CLIENT, other design professionals, or consultants contracted directly to CLIENT.
4. **PERIOD OF SERVICE.** The services shall be completed within the time specified in the Proposal or Scope of Services, or if no time is specified, within a reasonable amount of time. OHM ADVISORS shall not be liable to CLIENT for any loss or damage arising out of any failure or delay in rendering services pursuant to this Agreement that arise out of circumstances that are beyond the control of OHM ADVISORS.
5. **COMPENSATION.** CLIENT shall pay OHM ADVISORS for services performed in accordance with the method of payment, as stated in the Proposal or Scope of Services. CLIENT shall pay OHM ADVISORS for reimbursable expenses for subconsultant services, equipment rental, or other special project related items at a rate of 1.15 times the invoice amount.
6. **TERMS OF PAYMENT.** Invoices shall be submitted to the CLIENT each month for services performed during the preceding period. CLIENT shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM ADVISORS shall include a service fee at the rate of one (1%) percent per month from said thirtieth day.
7. **STANDARD OF CARE.** OHM ADVISORS shall perform their services under this Agreement in a manner consistent with the professional skill and care ordinarily provided by similar professionals practicing in the same or similar locality under the same or similar conditions.
8. **RESTRICTION OF REMEDIES.** OHM ADVISORS is responsible for the work of its employees while they are engaged on OHM ADVISORS' projects. As such, and in order to minimize legal costs and fees related to any dispute, CLIENT agrees to restrict any and all remedies it may have by reason of OHM ADVISORS' breach of this Agreement or negligence in the performance of services under this Agreement, be they in contract, tort, or otherwise, to OHM ADVISORS, and to waive any claims against individual employees.
9. **LIMIT OF LIABILITY.** To the fullest extent permitted by law, CLIENT agrees that, notwithstanding any other provision in this Agreement, the total liability in the aggregate, of OHM ADVISORS to CLIENT, or anyone claiming under CLIENT, for any claims, losses, damages or costs whatsoever arising out of, resulting from, or in any way related to this Agreement or the services provided by OHM ADVISORS pursuant to this Agreement, be limited to \$25,000 or OHM ADVISORS fee, whichever is greater, and irrespective of whether the claim sounds in breach of contract, tort, or otherwise.
10. **ASSIGNMENT.** Neither Party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other Party.
11. **NO WAIVER.** Failure of either Party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either Party at any time to avail themselves of such remedies as either may have for any breach of such provisions.
12. **GOVERNING LAW.** The laws of the State of Michigan will govern the validity of this Agreement, its interpretation and performance.
13. **INSTRUMENTS OF SERVICE.** OHM ADVISORS shall retain ownership of all reports, drawings, plans, specifications, electronic data and files, and other documents (Documents) prepared by OHM ADVISORS as Instruments of Service. OHM ADVISORS shall retain all common law, statutory and other reserved rights, including, without limitation, all copyrights thereto. CLIENT, upon payment in full for OHM's services, shall have an irrevocable license to use OHM's Instruments of Service for or in conjunction with repairs, alterations or maintenance to the project involved but for no other purpose. CLIENT shall not reuse or make any modifications to the Documents without prior written authorization by OHM ADVISORS. In accepting and utilizing any Documents or other data on any electronic media provided by OHM ADVISORS, CLIENT agrees they will perform acceptance tests or procedures on the data within 30 days of receipt of the file.
14. **CERTIFICATIONS.** OHM ADVISORS shall have 14 days to review proposed language prior to the requested dates of execution. OHM ADVISORS shall not be required to execute certificates to which it has a reasonable objection, or that would require knowledge, services, or responsibilities beyond the scope of this Agreement, nor shall any certificates be construed as a warranty or guarantee by OHM ADVISORS.
15. **TERMINATION.** Either Party may at any time terminate this Agreement upon giving the other Party 7 calendar days prior written notice. CLIENT shall within 45 days of termination pay OHM ADVISORS for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.
16. **RIGHT TO SUSPEND SERVICES.** In the event CLIENT fails to pay OHM ADVISORS the amount shown on any invoice within 45 days of the date of the invoice, OHM ADVISORS may, after giving 7 days' notice to CLIENT, suspend its services until payment in full for all services and expenses is received.
17. **OPINIONS OF PROBABLE COST.** OHM ADVISORS preparation of Opinions of Probable Cost represents OHM ADVISORS' best judgment as a design professional familiar with the industry. CLIENT recognizes that OHM ADVISORS has no control over costs of labor, equipment, materials, or a contractor's pricing. OHM ADVISORS makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.





18. **JOB SITE SAFETY.** Neither the professional activities of OHM ADVISORS, nor the presence of OHM ADVISORS or our employees and subconsultants at a construction site shall relieve the Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM ADVISORS has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions.
19. **CONTRACTOR SUBMITTALS.** If included in the services to be provided, OHM ADVISORS shall review the contractor's submittals such as shop drawings, product data, and samples for the limited purpose of checking for conformance with information given and the design concept expressed in the construction documents issued by OHM ADVISORS. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the contractor's responsibility. OHM ADVISORS review shall not constitute approval of safety precautions or, unless otherwise specifically stated by OHM ADVISORS, of any construction means, methods, techniques, sequences or procedures. OHM ADVISORS approval of a specific item shall not indicate approval of an assembly of which the item is a component.
20. **CONSTRUCTION OBSERVATION.** If requested, OHM ADVISORS shall visit the project construction site to generally observe the construction work and answer questions that CLIENT may have. OHM ADVISORS shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the construction work, or to determine whether the construction work is being constructed in accordance with the Contract Documents.
21. **HAZARDOUS MATERIALS.** As used in this Agreement, the term hazardous materials shall mean any substances, including without limitation asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site. Both Parties acknowledge that OHM ADVISORS' Scope of Services does not include any services related to the presence of any hazardous or toxic materials. In the event OHM ADVISORS or any other person or entity involved in the project encounters any hazardous or toxic materials, or should it become known to OHM ADVISORS that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of OHM ADVISORS' services, OHM ADVISORS may, at its sole option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until CLIENT retains appropriate qualified consultants and/or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations. CLIENT agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless OHM ADVISORS, its officers, partners, employees and subconsultants (collectively, OHM ADVISORS) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability, regulatory or any other cause of action, except for the sole negligence or willful misconduct of OHM ADVISORS.
22. **WAIVER OF CONSEQUENTIAL DAMAGES.** The Parties waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either Party's termination of this Agreement.
23. **WAIVER OF SUBROGATION.** The Parties waive all rights against each other and any of their contractors, subcontractors, consultants, agents, and employees, each of the other, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to a written contract or other property insurance applicable to the construction work.
24. **THIRD PARTIES.** Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either CLIENT or OHM ADVISORS.
25. **CODE REVIEW/ACCESSIBILITY.** In providing its services under this Agreement, OHM ADVISORS may have to interpret federal and or state laws, codes, ordinances, regulations and/or statutes. CLIENT understands and agrees that these may be subject to different and possibly contradictory interpretations by relevant governmental officials charged with interpreting same and furthermore understands and agrees that OHM ADVISORS does not warrant or guarantee that their interpretation will be consistent with the interpretation of the relevant governmental officials. OHM ADVISORS shall not be liable for unreasonable or unforeseeable interpretation of federal and or state laws, codes, ordinances, regulations and/or statutes by governmental officials charged with interpreting same.
26. **DISPUTE RESOLUTION.** In an effort to resolve any conflicts that arise during the project or following the completion of the project, the Parties agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the Parties mutually agree otherwise, as a prerequisite to further legal proceedings. The Parties agree to share the mediator's fee and any filing fees equally, and the mediation shall be held in the place where the project is located, unless another location is mutually agreed upon.

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: April 18, 2022</b>	<b>Item Number 7F</b>
<b>Submitted by:</b> David Murphy, City Manager		
<b>Agenda Topic:</b> Consideration of Bond Authorization Resolution for 2022 Capital Improvement Bonds		
<b>Proposed Motion:</b> Move to adopt resolution authorizing the issuance of 2022 Capital Improvement Bonds in an amount not to exceed \$3,000,000		
<b>Background:</b> City Administration is requesting that the City Council adopt the attached Bond Authorization Resolution for the 2022 Capital Improvement Bonds in an amount not to exceed \$3,000,000. The resolution was prepared by the City's bond counsel: Miller, Canfield, Paddock and Stone. The bonds would be utilized to fund the Farmington Road Streetscape Project, as well as bond issuance costs. The sources for repayment of the bonds will be the Capital Improvement Millage Fund and DDA TIF Capture.  The attached Bond Authorization Resolution sets forth the terms of the bonds, the form of the bonds, the form of notice of sale, and provides for a competitive public sale of the bonds. The Resolution also authorizes various City Officials to take the necessary actions to issue, sell and deliver the bonds and delegates the authority to award the bonds to the City Manager and Director of Finance and Administration. Bonds will be awarded to the bidder whose bid produces the lowest interest cost to the City. The Resolution is the only remaining approval from the City Council needed to issue the bonds. City Administration intends for the bonds to be issued on May 11, 2022.  Miller, Canfield, Paddock and Stone will be on hand to answer any questions that Council might have related to the bonds.		
<b>Materials:</b>  Attorney Letter Bond Authorization Resolution		

Founded in 1852  
by Sidney Davy Miller

# MILLER CANFIELD

**PATRICK F. MCGOW**  
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150 West Jefferson, Suite 2500  
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FAX (313) 496-7500  
[www.millercanfield.com](http://www.millercanfield.com)

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ILLINOIS  
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MEXICO  
POLAND

April 6, 2022

Mr. Christopher M. Weber  
Director of Finance and Administration  
City of Farmington  
23600 Liberty Street  
Farmington MI 48332-9002

Re: City of Farmington 2022 Capital Improvement Bonds

Dear Chris:

I have enclosed the Resolution Authorizing the 2022 Capital Improvement Bonds (Limited Tax General Obligation) to be considered for approval by the City Council at its meeting on Monday, April 18th. The Resolution authorizes the issuance of Bonds in the amount not to exceed \$3,000,000 to pay part of the cost to acquire and construct improvements to Farmington Road, including road, streetscape, sidewalk, island, lighting and landscaping improvements and all related appurtenances and attachments.

The Resolution is based upon the bond specifications prepared by PFM Financial Advisors LLC, the City's financial advisors. The Bonds will pledge the City's limited tax full faith and credit for support as the security for the Bonds. The City of Farmington Downtown Development Authority (the "DDA") has adopted a resolution confirming its pledge of its tax increment revenues to the City to pay half of the debt service on the Bonds. The Bonds have been structured so that the DDA will pay its half of the cost over the 15 year duration of the bond issue. The City is expected to pay its half of the cost from its capital improvement millage over a 7-year period to line up with the expiration date of the millage.

The Bonds are authorized in an amount not to exceed \$3,000,000, although the Resolution authorizes the City Manager and Director of Finance and Administration to reduce the size of the bond issue before or at the sale. The Resolution sets forth the terms of the Bonds, the form of Bonds, the form of notice of sale and provides for a competitive public sale of the Bonds. The Resolution also authorizes various City officials to take the necessary actions to issue, sell and deliver the Bonds and delegates the authority to award the Bonds to the City Manager and Director of Finance and Administration to the bidder whose bid produces the lowest interest cost to the City. There are various blanks in the Resolution in the form of bond and form of Notice of Sale that are intended to be in blank, those items will be completed in the final forms of those documents.

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

Mr. Christopher Weber

-2-

April 6, 2022

We would appreciate receiving three (3) certified copies of the Resolution upon adoption by the City Council.

If you have any further questions please give me a call.

Very truly yours,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

By:   
Patrick F. McGow

Enclosure

Cc: David Murphy, City Manager  
Kate Knight  
Kari Blanchett

35488558.1\027756-00037

**RESOLUTION AUTHORIZING  
2022 CAPITAL IMPROVEMENT BONDS  
(LIMITED TAX GENERAL OBLIGATION)**

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**CITY OF FARMINGTON**  
County of Oakland, State of Michigan

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Minutes of a regular meeting of the City Council of the City of Farmington, County of Oakland, State of Michigan (the "City"), held on April 18, 2022, at 7:00 o'clock p.m., prevailing Eastern Time.

PRESENT: Members: \_\_\_\_\_

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ABSENT: Members: \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

WHEREAS, the City does hereby determine that it is necessary to pay part of the cost to acquire and construct improvements to Farmington Road, including road, streetscape, sidewalk, island, lighting and landscaping improvements and all related appurtenances and attachments (the "Project"); and

WHEREAS, to finance the cost of the Project, the City Council deems it necessary to borrow the principal amount of not to exceed Three Million Dollars (\$3,000,000) and issue capital improvement bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34") to pay part of the cost of the Project; and

WHEREAS, the Board of the City of Farmington Downtown Development Authority (the "DDA") desires to pay the City approximately half of the cost of the bonds from its available tax increment revenues received by the DDA and has adopted a resolution confirming its pledge of its tax increment revenues to the City to pay the DDA's share of the debt service on the bonds; and

WHEREAS, a notice of intent for bonds was published in accordance with Act 34 which provides that the capital improvement bonds may be issued without a vote of the electors of the City unless a proper petition for an election on the question of the issuance of the bonds is filed with the City Clerk within a period of forty-five (45) days from the date of publication and no petition was filed with the Clerk within the 45-day period.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bonds; Bond Terms. Bonds of the City designated 2022 CAPITAL IMPROVEMENT BONDS (LIMITED TAX GENERAL OBLIGATION) (the "Bonds") are hereby authorized to be issued in the aggregate principal sum of not to exceed Three Million Dollars (\$3,000,000)

or such lesser amount as shall be determined by the City Manager or Director of Finance and Administration (each an “Authorized Officer”), at the time of sale of the Bonds for the purpose of paying part of the cost of the Project and costs of issuance of the Bonds. The issue shall consist of bonds in fully-registered form of the denomination of \$5,000, or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, numbered consecutively in order of registration, dated as of the date of delivery, or such other date as determined by an Authorized Officer, at the time of sale of the Bonds. The Bonds shall bear interest, mature and be payable at the times and in the manner set forth in Sections 6 and 7 hereof.

The bonds shall bear interest at a rate or rates to be determined at the time of the sale thereof, but in any event not to exceed five percent (5%) per annum, payable on November 1, 2022 (or such date as determined at the time of the sale thereof) and semiannually thereafter. The Bonds shall be sold at public sale at a price not less than 99.5% nor more than 115% of the principal amount thereof.

The Bonds shall be subject to redemption prior to maturity in the manner and at the times and prices set forth in Sections 6 and 7 hereof and if term bonds are selected by the original purchaser of the Bonds, then the Bonds will be subject to mandatory redemption in accordance with the foregoing referenced maturity schedule at par.

Interest shall be payable to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. Interest shall be payable to the registered owner of record as of the 15th day of the month preceding the payment date for each interest payment. The principal of the Bonds shall be payable at the designated office of a bank or trust company to be selected by the City prior to the publication of the notice of sale for the Bonds as the transfer agent for the Bonds (the “Transfer Agent”). The Bonds may be issued in book-entry only form through The Depository Trust Company in New York, New York (“DTC”) and each Authorized Officer is authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Bonds in book-entry only form and to make such changes in the Bond Form within the parameters of this resolution as may be required to accomplish the foregoing.

2. Execution of Bonds. The Bonds of this issue shall be executed in the name of the City with the manual or facsimile signatures of the Mayor and the City Clerk and shall have the seal of the City, or a facsimile thereof, printed or impressed on the Bonds. No Bond executed by facsimile signature shall be valid until authenticated by an authorized officer or representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by the Transfer Agent to the purchaser or other person in accordance with instructions from the City Treasurer upon payment of the purchase price for the Bonds in accordance with the bid therefor when accepted.

3. Transfer of Bonds. The Transfer Agent shall keep the books of registration for this issue on behalf of the City. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner’s duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer

of any tax or other governmental charge required to be paid with respect to the transfer.

Unless waived by any registered owner of Bonds to be redeemed, official notice of redemption shall be given by the Transfer Agent on behalf of the City. Such notice shall be dated and shall contain at a minimum the following information: original issue date; maturity dates; interest rates; CUSIP numbers, if any; certificate numbers (and in the case of partial redemption) the called amounts of each certificate; the place where the Bonds called for redemption are to be surrendered for payment; and that interest on the Bonds or portions thereof called for redemption shall cease to accrue from and after the redemption date.

In addition, further notice shall be given by the Transfer Agent in such manner as may be required or suggested by regulations or market practice at the applicable time, but no defect in such further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if notice thereof is given as prescribed herein.

4. Limited Tax Pledge; Debt Retirement Fund; Defeasance of Bonds. The City hereby pledges its limited tax full faith and credit for the prompt payment of the Bonds. The City shall, each year budget the amount of the debt service coming due in the next fiscal year on the principal of and interest on the Bonds and shall advance as a first budget obligation from its general funds available therefor, or, if necessary, levy taxes upon all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations, such sums as may be necessary to pay such debt service in the fiscal year.

The Treasurer is authorized and directed to open a depository account with a bank or trust company designated by the City Council, to be designated 2022 CAPITAL IMPROVEMENT BONDS DEBT RETIREMENT FUND (the "Debt Retirement Fund"), the moneys to be deposited into the Debt Retirement Fund to be specifically earmarked and used solely for the purpose of paying principal of and interest on the Bonds as they mature.

In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this resolution shall be defeased and the owners of the Bonds shall have no further rights under this resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

5. Construction Fund; Proceeds of Bond Sale. The City Treasurer is authorized and directed to open a separate depository account with a bank or trust company designated by the City Council, to be designated 2022 CAPITAL IMPROVEMENT BONDS CONSTRUCTION FUND (the "Construction Fund"), and deposit into the Construction Fund the proceeds of the Bonds less accrued interest, if any, which shall be deposited into the Debt Retirement Fund. The amounts specified by an Authorized Officer at the time of sale of the Bonds from the net proceeds of sale of the Bonds (including proceeds of the good faith deposit received at the time of sale) shall be deposited to the appropriate account in the Construction Fund to be used to pay for the Project and the costs of issuance of the Bonds. Except for investment pending disbursement and as herein provided, the moneys in each account in the Construction Fund shall be used solely to pay the costs of the Project, the costs of issuance of the Bonds, as such costs become due

and payable and, as may be necessary, to rebate arbitrage earnings, if any, to the United States Department of Treasury as required by the Internal Revenue Code of 1986, as amended (the “Code”).

6. Bond Form. The Bonds shall be in substantially the following form:



UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF OAKLAND

CITY OF FARMINGTON

2022 CAPITAL IMPROVEMENT BOND  
(LIMITED TAX GENERAL OBLIGATION)

<u>Interest Rate</u> ____%	<u>Maturity Date</u> May 1, _____	<u>Date of Original Issue</u> _____, 2022	<u>CUSIP</u>
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Registered Owner:

Principal Amount:                      Dollars

The City of Farmington, County of Oakland, State of Michigan (the "City"), acknowledges itself to owe and for value received hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon (computed on the basis of a 360-day year consisting of twelve 30-day months) from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on November 1, 2022 and semiannually thereafter. Principal of this bond is payable at the designated corporate trust office of \_\_\_\_\_, or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner not less than sixty (60) days prior to any interest payment date (the "Transfer Agent"). Interest on this bond is payable to the registered owner of record as of the fifteenth (15th) day of the month preceding the interest payment date as shown on the registration books of the City kept by the Transfer Agent by check or draft mailed to the registered owner of record at the registered address. For prompt payment of this bond, both principal and interest, the full faith, credit and resources of the City are hereby irrevocably pledged.

This bond is one of a series of bonds of even Date of Original Issue aggregating the principal sum of \$\_\_\_\_\_, issued for the purpose of paying the cost of certain capital improvements for the City. This bond is issued under the provisions of Act 34, Public Acts of Michigan, 2001, as amended, and a duly adopted resolution of the City.

Bonds of this issue maturing in the years 2023 to 2032, inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds of this issue in multiples of \$5,000 maturing in the year 2033 and thereafter shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after May 1, 2032, at par and accrued interest to the date fixed for redemption.

[Insert Term Bond redemption provisions, if necessary.]

In case less than the full amount of an outstanding bond is called for redemption, the Transfer Agent, upon presentation of the bond called in part for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption provided funds are on hand with the Transfer Agent to redeem the bond or portion thereof.

This bond is transferable only upon the registration books of the City kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing, and thereupon a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the resolution authorizing this bond and upon the payment of the charges, if any, therein prescribed.

This bond, including the interest thereon, is payable as a first budget obligation from the general funds of the Issuer, and the Issuer is required, if necessary, to levy ad valorem taxes on all taxable property in the Issuer for the payment thereof, subject to applicable constitutional, statutory and charter tax rate limitations.

It is hereby certified and recited that all acts, conditions and things required by law to be done, precedent to and in the issuance of this bond and the series of bonds of which this is one, exist and have been done and performed in regular and due form and time as required by law, and that the total indebtedness of the City, including this bond and the series of bonds of which this is one, does not exceed any constitutional or statutory debt limitation.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the City, by its City Council, has caused this bond to be signed in its name with the facsimile signatures of its Mayor and its City Clerk and a facsimile of its corporate seal to be printed hereon, all as of the Date of Original Issue.

CITY OF FARMINGTON  
County of Oakland  
State of Michigan

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its City Clerk

(SEAL)

(Form of Transfer Agent's Certificate of Authentication)

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described herein.

Transfer Agent

By \_\_\_\_\_  
Authorized Signatory

Authentication Date: \_\_\_\_\_, 2022

[Bond printer to insert form of assignment]

7. Notice of Sale. The Authorized Officers are authorized to fix a date of sale for the Bonds and to publish a notice of sale of the Bonds in *The Bond Buyer*, New York, New York, which notice of sale shall be in substantially the following form:

OFFICIAL NOTICE OF SALE

\$3,000,000\*

CITY OF FARMINGTON  
COUNTY OF OAKLAND, STATE OF MICHIGAN

2022 CAPITAL IMPROVEMENT BONDS  
(LIMITED TAX GENERAL OBLIGATION)

*\*Subject to adjustment as set forth in this Notice of Sale*

BIDS for the purchase of the above bonds will be received in the manner described in this Official Notice of Sale on Wednesday, May 11, 2022 until 1:30 p.m., prevailing Eastern Time, at which time and place the bids will be publicly opened and read.

ELECTRONIC BIDS: Bidders may submit bids for the purchase of the above bonds as follows:

Electronic bids may be submitted to the Municipal Advisory Council of Michigan at [munibids@macmi.com](mailto:munibids@macmi.com); provided that electronic bids must arrive before the time of sale and the bidder bears all risks of transmission failure.

Electronic bids will also be received on the same date and until the same time by Bidcomp/Parity as agent of the undersigned. Further information about Bidcomp/Parity, including any fee charged, may be obtained from Bidcomp/Parity, Anthony Leyden or CLIENT SERVICES, 1359 Broadway, Second Floor, New York, New York 10018, (212) 849-5021. IF ANY PROVISION OF THIS NOTICE OF SALE SHALL CONFLICT WITH INFORMATION PROVIDED BY BIDCOMP/PARITY, AS THE APPROVED PROVIDER OF ELECTRONIC BIDDING SERVICES, THIS NOTICE SHALL CONTROL.

Bidders may choose any means or location to present bids but a bidder may not present a bid in more than one location or by more than one means.

BOND DETAILS: The bonds will be registered bonds of the denomination of \$5,000 or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, originally dated as of the date of delivery, numbered in order of registration, and will bear interest from their date payable on November 1, 2022 and semiannually thereafter.

The bonds will mature on the 1st day of May in each of the years as follows:

2023	\$245,000	2031	\$65,000
2024	250,000	2032	65,000
2025	255,000	2033	170,000
2026	270,000	2034	180,000
2027	280,000	2035	185,000
2028	290,000	2036	190,000
2029	295,000	2037	200,000
2030	60,000		

**\*ADJUSTMENT OF TOTAL PAR AMOUNT OF BONDS AND PRINCIPAL MATURITIES:**

The City reserves the right to decrease the aggregate principal amount of the bonds after receipt of the bids and prior to final award, if necessary, so that the purchase price of the bonds will provide an amount determined by the City to be sufficient to construct the project and to pay costs of issuance of the bonds. The adjustments, if necessary, will be in increments of \$5,000. The purchase price will be adjusted proportionately to the increase or decrease in issue size, but the interest rates specified by the successful bidder for all maturities will not change. The successful bidder may not withdraw its bid as a result of any changes made within these limits.

**\*ADJUSTMENT TO PURCHASE PRICE:** Should any adjustment to the aggregate principal amount of the bonds be made by the City, the purchase price of the bonds will be adjusted by the City proportionally to the adjustment in principal amount of the bonds. The adjusted purchase price will reflect changes in the dollar amount of the underwriter's discount and original issue discount/premium, if any, but will not change the per-bond underwriter's discount as calculated from the bid and initial reoffering prices.

**PRIOR REDEMPTION OF BONDS:** Bonds maturing in the years 2023 to 2032 inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds in multiples of \$5,000 maturing in the year 2033 and thereafter shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after May 1, 2032, at par and accrued interest to the date fixed for redemption.

In case less than the full amount of an outstanding bond is called for redemption, the transfer agent, upon presentation of the bond called for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption provided funds are on hand with the transfer agent to redeem the bond or portion thereof.

**TERM BOND OPTION:** The initial purchaser of the bonds may designate any one or more maturities as term bonds. The amounts of the maturities which are aggregated in a designated term bond shall be subject to mandatory redemption on May 1 of the years and in the amounts set forth in the above maturity schedule at a redemption price of par, plus accrued interest to the date of mandatory redemption. Term bonds or portions thereof mandatorily redeemed shall be selected by lot. Any such designation must be made at the time bids are submitted and must be listed on the bid.

**INTEREST RATE AND BIDDING DETAILS:** The bonds shall bear interest at rate or rates not exceeding 5.00% per annum, to be fixed by the bids therefor, expressed in multiples of 1/8 or 1/100 of 1% or both. The interest on any one bond shall be at one rate only and all bonds maturing in any one year must carry the same interest rate. The difference between the highest and lowest interest rates bid shall not exceed three percent (3%) per annum. **THE INTEREST BORNE BY BONDS MATURING IN ANY ONE YEAR SHALL NOT BE LESS THAN THE INTEREST RATE BORNE BY BONDS MATURING IN THE PRECEDING YEAR.** No proposal for the purchase of less than all of the bonds or at a price less

than 99.5% or more than 115% of their par value will be considered.

**BOOK-ENTRY ONLY:** The bonds will be issued in book-entry only form as one fully registered bond per maturity and will be registered in the name of Cede & Co., as bondholder and nominee for The Depository Trust Company (“DTC”), New York, New York. DTC will act as securities depository for the bonds. Purchase of the bonds will be made in book-entry-only form, in the denomination of \$5,000 or any multiple thereof. Purchasers will not receive certificates representing their interest in bonds purchased. It will be the responsibility of the purchaser to obtain DTC eligibility. Failure of the purchaser to obtain DTC eligibility shall not constitute cause for a failure or refusal by the purchaser to accept delivery of and pay for the bonds.

**TRANSFER AGENT AND REGISTRATION:** Principal shall be payable at the principal corporate trust office of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner of record not less than 60 days prior to an interest payment date. Interest shall be paid by check mailed to the registered owner of record as shown on the registration books of the City as of the 15th day prior to an interest payment date. The bonds will be transferred only upon the registration books of the City kept by the transfer agent.

**PURPOSE AND SECURITY:** The bonds are authorized for the purpose of paying the cost of acquiring and constructing certain capital improvements for the City. The bonds will be a first budget obligation of the City, payable from the general funds of the City including the collection of ad valorem taxes on all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations. The rights or remedies of bondholders may be affected by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors’ rights generally now existing or hereafter enacted and by the application of general principles of equity including those relating to equitable subordination.

**AWARD OF BONDS-TRUE INTEREST COST:** The bonds will be awarded to the bidder whose bid produces the lowest true interest cost determined in the following manner: the lowest true interest cost will be the single interest rate (compounded on November 1, 2022 and semi-annually thereafter) necessary to discount the debt service payments from their respective payment date to the date of closing, in an amount equal to the price bid, excluding accrued interest. Each bidder shall state in its bid the true interest cost to the City, computed in the manner specified above.

**TAX MATTERS:** In the opinion of Miller, Canfield, Paddock and Stone, P.L.C., bond counsel, under existing law, assuming compliance with certain covenants, interest on the bonds is excludable from gross income for federal income tax purposes as described in the opinion, and the bonds and interest thereon are exempt from all taxation by the State of Michigan or any taxing authority within the State of Michigan except inheritance and estate taxes and taxes on gains realized from the sale, payment or other disposition thereof.

**ISSUE PRICE:** The winning bidder shall assist the City in establishing the issue price of the bonds and shall execute and deliver to the City at closing an “issue price” or similar certificate setting forth the reasonably expected initial offering price to the public or the sales price or prices of the bonds, together with the supporting pricing wires or equivalent communications, substantially in the form attached either as Appendix G-1 or Appendix G-2 of the preliminary Official Statement, with such modifications as may be appropriate or necessary, in the reasonable judgment of the winning bidder, the City and Bond Counsel.

The City intends that the provisions of Treasury Regulation Section 1.148-1(f)(3)(i) (defining “competitive sale” for purposes of establishing the issue price of the bonds) will apply to the initial sale of the bonds (the “Competitive Sale Requirements”) because:

- a. the City is disseminating this Notice of Sale to potential underwriters in a manner that is reasonably designed to reach potential underwriters;
- b. all bidders shall have an equal opportunity to bid;
- c. the City anticipates receiving bids from at least three underwriters of municipal bonds who have established industry reputations for underwriting new issuances of municipal bonds; and
- d. the City anticipates awarding the sale of the bonds to the bidder who submits a firm offer to purchase the bonds at the lowest true interest cost, as set forth in this Notice of Sale.

Any bid submitted pursuant to this Notice of Sale shall be considered a firm offer for the purchase of the bonds, as specified in the bid.

In the event that all of the Competitive Sale Requirements are not satisfied, the City shall so advise the winning bidder. The City will not require bidders to comply with the “hold-the-offering price rule,” and therefore does not intend to use the initial offering price to the public as of the sale date of any maturity of the bonds as the issue price of that maturity, though the winning bidder, in consultation with the City, may elect to apply the “hold-the-offering price rule” (as described below). Bids will not be subject to cancellation in the event the Competitive Sale Requirements are not satisfied. Unless a bidder intends to apply the “hold-the-offering price rule” (as described below), bidders should prepare their bids on the assumption that all of the maturities of the bonds will be subject to the 10% Test (as described below). The winning bidder must notify the City of its intention to apply either the “hold-the-price rule” or the 10% Test at or prior to the time the bonds are awarded.

If the winning bidder does not request that the “hold-the-offering price rule” apply to determine the issue price of the bonds, the following two paragraphs shall apply:

- a. The City shall treat the first price at which 10% of a maturity of the bonds (the “10% Test”) is sold to the public as the issue price of that maturity, applied on a maturity-by-maturity basis. The winning bidder shall advise the City if any maturity of the Bonds satisfies the 10% Test as of the date and time of the award of the bonds; and
- b. Until the 10% Test has been satisfied as to each maturity of the bonds, the winning bidder agrees to promptly report to the City the prices at which the unsold bonds of that maturity have been sold to the public. That reporting obligation shall continue, whether or not the closing date has occurred, until either (i) all bonds of that maturity have been sold or (ii) the 10% Test has been satisfied as to the bonds of that maturity, provided that, the winning bidder’s reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the City or bond counsel.

If the winning bidder does request that the “hold-the-offering price rule” apply to determine the issue price of the bonds, then following three paragraphs shall apply:



- a. The winning bidder, in consultation with the City, may determine to treat (i) pursuant to the 10% Test, the first price at which 10% of a maturity of the bonds is sold to the public as the issue price of that maturity and/or (ii) the initial offering price to the public as of the sale date of any maturity of the bonds as the issue price of that maturity (the “hold-the-offering price rule”), in each case applied on a maturity-by-maturity basis. The winning bidder shall advise the City if any maturity of the bonds satisfies the 10% Test as of the date and time of the award of the bonds. The winning bidder shall promptly advise the City, at or before the time of award of the bonds, which maturities of the bonds shall be subject to the 10% Test or shall be subject to the hold-the-offering price rule or both.
- b. By submitting a bid, the winning bidder shall (i) confirm that the underwriters have offered or will offer the bonds to the public on or before the date of the award at the offering price or prices (the “initial offering price”), or at the corresponding yield or yields, set forth in the bid submitted by the winning bidder, and (ii) if the hold-the-offering-price rule applies, agree, on behalf of the underwriters participating in the purchase of the bonds, that the underwriters will neither offer nor sell unsold bonds of any maturity to which the hold-the-offering-price rule shall apply to any person at a price that is higher than the initial offering price to the public during the period starting on the sale date and ending on the earlier of the following:
  - i. the close of the fifth (5<sup>th</sup>) business day after the sale date; or
  - ii. the date on which the underwriters have sold at least 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public;

The winning bidder shall promptly advise the City when the underwriters have sold 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public, if that occurs prior to the close of the fifth (5<sup>th</sup>) business day after the sale date.

- c. The City acknowledges that, in making the representation set forth above, the winning bidder will rely on (i) the agreement of each underwriter to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in an agreement among underwriters and the related pricing wires, (ii) in the event a selling group has been created in connection with the initial sale of the bonds to the public, the agreement of each dealer who is a member of the selling group to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in a selling group agreement and the related pricing wires, and (iii) in the event that an underwriter or dealer who is a member of the selling group is a party to a third-party distribution agreement that was employed in connection with the initial sale of the bonds to the public, the agreement of each broker-dealer that is a party to such agreement to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in the third-party distribution agreement and the related pricing wires. The City further acknowledges that each underwriter shall be solely liable for its failure to comply with its agreement regarding the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-

the-offering-price rule, if applicable to the bonds, and that no underwriter shall be liable for the failure of any other underwriter, or of any dealer who is a member of a selling group, or of any broker-dealer that is a party to a third-party distribution agreement to comply with its corresponding agreement to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds.

By submitting a bid, each bidder confirms that:

- a. any agreement among underwriters, any selling group agreement and each third-party distribution agreement (to which the bidder is a party) relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such third-party distribution agreement, as applicable, (A)(i) to report the prices at which it sells to the public the unsold bonds of each maturity allocated to it, whether or not the closing date has occurred, until either all bonds of that maturity allocated to it have been sold or it is notified by the winning bidder that the 10% Test has been satisfied as to the bonds of that maturity, provided that, the reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the winning bidder, and (ii) to comply with the hold-the-offering-price rule, if applicable, if and for so long as directed by the winning bidder and as set forth in the related pricing wires, (B) to promptly notify the winning bidder of any sales of bonds that, to its knowledge, are made to a purchaser who is a related party to an underwriter participating in the initial sale of the bonds to the public (each such term being used as defined below), and (C) to acknowledge that, unless otherwise advised by the underwriter, dealer or broker-dealer, the winning bidder shall assume that each order submitted by the underwriter, dealer or broker-dealer is a sale to the public.
- b. any agreement among underwriters or selling group agreement relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter or dealer that is a party to a third-party distribution agreement to be employed in connection with the initial sale of the bonds to the public to require each broker-dealer that is a party to such third-party distribution agreement to (i) report the prices at which it sells to the public the unsold bonds of each maturity allocated to it, whether or not the closing date has occurred, until either all bonds of that maturity allocated to it have been sold or it is notified by the winning bidder or such underwriter that the 10% Test has been satisfied as to the bonds of that maturity, provided that, the reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the winning bidder or such underwriter, and (ii) comply with the hold-the-offering-price rule, if applicable, if and for so long as directed by the winning bidder or the underwriter and as set forth in the related pricing wires.
- c. Sales of any bonds to any person that is a related party to an underwriter shall not constitute sales to the public for purposes of this Notice of Sale.

Further, for purposes of this Notice of Sale:

- a. “public” means any person other than an underwriter or a related party,

- b. “underwriter” means (A) any person that agrees pursuant to a written contract with the City (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the bonds to the public and (B) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (A) to participate in the initial sale of the bonds to the public (including a member of a selling group or a party to a third-party distribution agreement participating in the initial sale of the bonds to the public);
- c. a purchaser of any of the bonds is a “related party” to an underwriter if the underwriter and the purchaser are subject, directly or indirectly, to (i) more than 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other); and
- d. “sale date” means the date that the bonds are awarded by the City to the winning bidder.

“QUALIFIED TAX EXEMPT OBLIGATIONS”: The City has designated the bonds as “qualified tax-exempt obligations” for purposes of the deduction of interest expense by financial institutions pursuant to the Code.

LEGAL OPINION: Bids shall be conditioned upon the approving opinion of Miller, Canfield, Paddock and Stone, P.L.C., attorneys of Detroit, Michigan, a copy of which opinion will be furnished without expense to the purchaser of the bonds at the delivery thereof. The fees of Miller, Canfield, Paddock and Stone, P.L.C. for services rendered in connection with such approving opinion are expected to be paid from bond proceeds. Except to the extent necessary to issue its approving opinion as to validity of the above bonds, Miller, Canfield, Paddock and Stone, P.L.C. has not been requested to examine or review and has not examined or reviewed any financial documents, statements or materials that have been or may be furnished in connection with the authorization, issuance or marketing of the bonds, and accordingly will not express any opinion with respect to the accuracy or completeness of any such financial documents, statements or materials. In submitting a bid for the bonds, the bidder agrees to the representation of the Village by Miller, Canfield, Paddock and Stone, P.L.C., as bond counsel.

DELIVERY OF BONDS: The City will furnish bonds ready for execution at its expense. Bonds will be delivered without expense to the purchaser through DTC in New York, New York, or such other place to be agreed upon. The usual closing documents, including a certificate that no litigation is pending affecting the issuance of the bonds, will be delivered at the time of delivery of the bonds. If the bonds are not tendered for delivery by twelve o’clock noon, prevailing Eastern Time, on the 45th day following the date of sale, or the first business day thereafter if the 45th day is not a business day, the successful bidder may on that day, or any time thereafter until delivery of the bonds, withdraw its proposal by serving notice of cancellation, in writing, on the undersigned in which event the City shall promptly return the good faith deposit. Payment for the bonds shall be made in Federal Reserve Funds.

CUSIP NUMBERS: It is anticipated that CUSIP identification numbers will be printed on the bonds, but neither the failure to print such numbers on any bonds nor any error with respect thereto shall

constitute cause for a failure or refusal by the purchaser thereof to accept delivery of and pay for the bonds in accordance with terms of the purchase contract. All expenses in relation to the printing of CUSIP numbers on the bonds shall be paid for by the City; provided, however, that the CUSIP Service Bureau charge for the assignment of such numbers shall be the responsibility of and shall be paid for by the purchaser.

**OFFICIAL STATEMENT:** A preliminary Official Statement that the City deems to be final as of its date, except for the omission of information permitted to be omitted by Rule 15c2-12 of the Securities and Exchange Commission, has been prepared and may be obtained from PFM Financial Advisors LLC, financial advisors to the City, at the address and telephone listed under FINANCIAL ADVISOR below. The City will provide the winning bidder with an electronic version of the final Official Statement within 7 business days from the date of sale to permit the purchaser to comply with Securities and Exchange Commission Rule 15c2-12. Copies of the Official Statement will be supplied by PFM Financial Advisors LLC, upon request and agreement by the purchaser to pay the cost of the copies. Requests for copies should be made to PFM Financial Advisors LLC within 24 hours of the time of sale.

**BOND INSURANCE AT PURCHASER'S OPTION:** If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the bidder/purchaser, the purchase of any such insurance policy or the issuance of any such commitment shall be at the option and expense of the purchaser of the Bonds. Any and all increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser, except that if the City has requested and received a rating on the Bonds from a rating agency, the City shall pay the fee for the requested rating. Any other rating agency fees shall be the responsibility of the purchaser. **FAILURE OF THE MUNICIPAL BOND INSURER TO ISSUE THE POLICY AFTER THE BONDS HAVE BEEN AWARDED TO THE PURCHASER SHALL NOT CONSTITUTE CAUSE FOR FAILURE OR REFUSAL BY THE PURCHASER TO ACCEPT DELIVERY OF THE BONDS FROM THE CITY.**

**CONTINUING DISCLOSURE:** As described more fully in the Official Statement, the City has agreed to provide or cause to be provided, in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Council, on or prior to the sixth month after the end of each fiscal year commencing with the fiscal year ended June 30, 2022, (i) certain annual financial information and operating data, including audited financial statements for the preceding fiscal year, generally consistent with the information contained or cross-referenced in the Official Statement relating to the bonds, (ii) timely notice of the occurrence of certain material events with respect to the bonds and (iii) timely notice of a failure by the City to provide the required annual financial information on or before the date specified in (i) above.

**BIDDER CERTIFICATION: NOT "IRAN-LINKED BUSINESS"** By submitting a bid, the bidder shall be deemed to have certified that it is not an "Iran-Linked Business" as defined in Act 517 Michigan Public Acts of 2012, being MCL 129.311 et. seq.

**MUNICIPAL ADVISOR:** Further information relating to the bonds may be obtained from PFM Financial Advisors LLC, 555 Briarwood Circle, Suite 333, Ann Arbor, Michigan 48108. Telephone (734) 994-9700. Fax (734) 994-9710.

ENVELOPES containing the bids should be plainly marked “Proposal for 2022 Capital Improvements Bonds (Limited Tax General Obligation).”

THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.

Mary Mullison  
City Clerk

8. Useful Life of Project. The estimated period of usefulness of the Project is hereby declared to be not less than fifteen (15) years.

9. Tax Covenant; Qualified Tax Exempt Obligations. The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"), including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditures and investment of Bond proceeds and moneys deemed to be Bond proceeds. The City hereby designates the Bonds as "qualified tax exempt obligations" for purposes of deduction of interest expense by financial institutions pursuant to the Code.

10. Official Statement; Qualification for Insurance; Ratings. Any Authorized Officer is authorized and directed to cause the preparation and circulation of a preliminary and final Official Statement with respect to the Bonds; to procure qualification of the Bonds for a policy of municipal bond insurance if deemed appropriate by the City's financial advisor; and to obtain ratings on the Bonds.

11. Continuing Disclosure. The City agrees to enter into a continuing disclosure undertaking for the benefit of the holders and beneficial owners of the Bonds in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, and any Authorized Officer is hereby authorized to execute such undertaking prior to delivery of the Bonds.

12. Authorization of Other Actions. The Authorized Officers are each individually hereby authorized to adjust the final Bond details set forth herein to the extent necessary or convenient to complete the transaction authorized herein, and in pursuance of the foregoing are authorized to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), including but not limited to, determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, series designation, the place of delivery and payment, and other matters, *provided that* the principal amount of Bonds issued shall not exceed the principal amount authorized in this resolution and the interest rate per annum on the Bonds shall not exceed five percent (5%) per annum. The Authorized Officers are each authorized and directed to take all other actions necessary or advisable, and to make such other filings with any parties, including the Michigan Department of Treasury, to enable the sale and delivery of the Bonds as contemplated herein.

13. Award of Sale of Bonds. Each of the Authorized Officers is hereby authorized on behalf of the City to award the sale of the Bonds to the bidder whose bid meets the requirements of law and which produces the lowest true interest cost to the City computed in accordance with the terms of the Official Notice of Sale as published.

14. Bond Counsel. Miller, Canfield, Paddock and Stone, P.L.C. is hereby approved as bond counsel for the Bonds, notwithstanding periodic representation in unrelated matters of parties or potential parties to the transaction contemplated by this resolution.

15. Financial Advisor. PFM Financial Advisors LLC is retained as the financial advisor to the City in connection with the issuance of the Bonds.

16. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES:           Members:\_\_\_\_\_

\_\_\_\_\_

NAYS:           Members:\_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Mary Mullison, City Clerk

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, State of Michigan, at a regular meeting held on April 18, 2022, and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

\_\_\_\_\_  
Mary Mullison, City Clerk

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<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> April 18, 2022	<b>Item Number 7G</b>
<b>Submitted by:</b> Charles Eudy, Superintendent		
<b>Agenda Topic:</b> Street Crack sealing/Over band RFP		
<b>Proposed Motion:</b> Move to award Fiscal Year 2023 Annual Crack Sealing/Over Band contract to Wolverine Sealcoating per the RFP pending City Council approval the Fiscal Year 2023 budget and allow City Administration to execute the contract in the amount of \$45,000, subject to any minor amendments to the final form of the City Manager’s office and the City Attorney’s office.		
<b>Background:</b> City Administration and Orchard Hiltz & McCliment (OHM) has developed a 4-year rotating pavement crack sealing/over band schedule for major and local street within the community. This is the second year the City of Farmington has participated with several other like sized communities to solicit the RFP for those services. The City of Wixom established and coordinated the RFP and has recommended to award the RFP to Wolverine Sealcoating located at 3235 County Farm Road, Jackson Michigan 49201.  City Administration has requested \$50,000 to be allocate in the Fiscal Year 2023 budget to conduct the crack sealing/over banding. \$45,000 is reserved for the crack sealing portion of this RFP, \$5,000 is reserved for OHM to conduct inspections and supply payment applications of the crack sealing project. Unit pricing for the crack sealing this year is \$1.13 per pound, compared to \$1.10 per pound last Fiscal Year. Wolverine Sealcoating could begin the project after July 1, 2022, which City Council will have approved the proposed budget prior to July 1, 2022.		
<b>Materials:</b> Bid Tab Wolverine Sealcoating RFP City of Wixom Agenda March 22, 2022 Areas Completed Map Areas to Complete Map		



**BID OPENING- CRACK SEAL 2022**  
**MARCH 1, 2022**  
**9:30 AM**

COMPANY NAME: NATIONAL INDUSTRIAL MAINTENANCE, INC

ITEM	OVERBAND CRACK FILL		SEAL COATING	
	UNIT	UNIT PRICE	UNIT	UNIT PRICE
CITY OF WIXOM	LB	\$ 1.33	SQ FT	\$ .10
CITY OF BRIGHTON	LB	\$ 1.33	SQ FT	\$ .10
CITY OF FARMINGTON	LB	\$ 1.33	SQ FT	\$ .10
CITY OF FENTON	LB	\$ 1.33	SQ FT	\$ .10
CITY OF HOWELL	LB	\$ 1.33	SQ FT	\$ .10
VILLAGE OF FOWLerville	LB	\$ 1.33	SQ FT	\$ .10
VILLAGE OF PINCKNEY	LB	\$ 1.33	SQ FT	\$ .10
% discount of unit price if all contracts awarded.		0 %		

COMPANY NAME: \_\_\_\_\_

ITEM	OVERBAND CRACK FILL		SEAL COATING	
	UNIT	UNIT PRICE	UNIT	UNIT PRICE
CITY OF WIXOM	LB	\$	SQ FT	\$
CITY OF BRIGHTON	LB	\$	SQ FT	\$
CITY OF FARMINGTON	LB	\$	SQ FT	\$
CITY OF FENTON	LB	\$	SQ FT	\$
CITY OF HOWELL	LB	\$	SQ FT	\$
VILLAGE OF FOWLerville	LB	\$	SQ FT	\$
VILLAGE OF PINCKNEY	LB	\$	SQ FT	\$
% discount of unit price if all contracts awarded.		%		

**BID OPENING- CRACK SEAL 2022**  
**MARCH 1, 2022**  
**9:30 AM**

COMPANY NAME: Wolverine Sealcoating LLC

ITEM	OVERBAND CRACK FILL		SEAL COATING	
	UNIT	UNIT PRICE	UNIT	UNIT PRICE
CITY OF WIXOM	LB	\$ 1.13	SQ FT	\$ .09
CITY OF BRIGHTON	LB	\$ 1.13	SQ FT	\$ .09
CITY OF FARMINGTON	LB	\$ 1.13	SQ FT	\$ .09
CITY OF FENTON	LB	\$ 1.13	SQ FT	\$ .09
CITY OF HOWELL	LB	\$ 1.13	SQ FT	\$ .09
VILLAGE OF FOWLerville	LB	\$ 1.13	SQ FT	\$ .09
VILLAGE OF PINCKNEY	LB	\$ 1.13	SQ FT	\$ .09
% discount of unit price if all contracts awarded.		0 %		

COMPANY NAME: Asphalt Restoration

ITEM	OVERBAND CRACK FILL		SEAL COATING	
	UNIT	UNIT PRICE	UNIT	UNIT PRICE
CITY OF WIXOM	LB	\$ 1.40	SQ FT	\$
CITY OF BRIGHTON	LB	\$ 1.40	SQ FT	\$
CITY OF FARMINGTON	LB	\$ 1.40	SQ FT	\$
CITY OF FENTON	LB	\$ 1.40	SQ FT	\$
CITY OF HOWELL	LB	\$ 1.40	SQ FT	\$
VILLAGE OF FOWLerville	LB	\$ 1.40	SQ FT	\$
VILLAGE OF PINCKNEY	LB	\$ 1.40	SQ FT	\$
% discount of unit price if all contracts awarded.		10 %		

**BID OPENING- CRACK SEAL 2022**  
**MARCH 1, 2022**  
**9:30 AM**

COMPANY NAME: CNW Midwest

ITEM	OVERBAND CRACK FILL		SEAL COATING	
	UNIT	UNIT PRICE	UNIT	UNIT PRICE
CITY OF WIXOM	LB	\$ 1.46	SQ FT	\$ .14
CITY OF BRIGHTON	LB	\$ 1.46	SQ FT	\$ .14
CITY OF FARMINGTON	LB	\$ 1.46	SQ FT	\$ .14
CITY OF FENTON	LB	\$ 1.46	SQ FT	\$ .14
CITY OF HOWELL	LB	\$ 1.46	SQ FT	\$ .14
VILLAGE OF FOWLerville	LB	\$ 1.46	SQ FT	\$ .14
VILLAGE OF PINCKNEY	LB	\$ 1.46	SQ FT	\$ .14
% discount of unit price if all contracts awarded.		0 %		

COMPANY NAME: Scodeller Construction

ITEM	OVERBAND CRACK FILL		SEAL COATING	
	UNIT	UNIT PRICE	UNIT	UNIT PRICE
CITY OF WIXOM	LB	\$ 1.41	SQ FT	\$
CITY OF BRIGHTON	LB	\$ 1.32	SQ FT	\$
CITY OF FARMINGTON	LB	\$ 1.38	SQ FT	\$
CITY OF FENTON	LB	\$ 1.42	SQ FT	\$
CITY OF HOWELL	LB	\$ 1.34	SQ FT	\$
VILLAGE OF FOWLerville	LB	\$ 1.41	SQ FT	\$
VILLAGE OF PINCKNEY	LB	\$ 1.41	SQ FT	\$
% discount of unit price if all contracts awarded.		0 %		

Appendix A

CITY OF WIXOM, CITY OF BRIGHTON, CITY OF FARMINGTON, CITY OF FENTON,  
CITY OF HOWELL, VILLAGE OF FOWLerville and the VILLAGE OF PINCKNEY

Bid Signature Page & Bill of Materials

OVERBAND CRACK SEALING/ SEAL COATING 2022

Company name: Wolverine Sealcoating LLC  
 Address: 3235 County Farm Rd  
Jackson, MI 49201

**FEE PROPOSAL**

Pricing for area specified below shall be submitted separately.

We the undersigned propose to furnish to the Municipalities services consistent with the Request for Proposal opened on March 1, 2022 at 9:30 am.

ITEM	OVERBAND CRACK FILL		SEAL COATING	
	UNIT	UNIT PRICE	UNIT	UNIT PRICE
CITY OF WIXOM	LB	\$ 1.13	SQ FT	\$ .09
CITY OF BRIGHTON	LB	\$ 1.13	SQ FT	\$ .09
CITY OF FARMINGTON	LB	\$ 1.13	SQ FT	\$ .09
CITY OF FENTON	LB	\$ 1.13	SQ FT	\$ .09
CITY OF HOWELL	LB	\$ 1.13	SQ FT	\$ .09
VILLAGE OF FOWLerville	LB	\$ 1.13	SQ FT	\$ .09
VILLAGE OF PINCKNEY	LB	\$ 1.13	SQ FT	\$ .09
% discount of unit price if all contracts awarded.		0 %		

**THIS PROPOSAL IS NOT-TO-EXCEED:**

CITY OF WIXOM: \$45,000  
 CITY OF BRIGHTON: \$80,000  
 CITY OF FARMINGTON: \$45,000 AFTER 7/1  
 CITY OF FENTON: \$60,000  
 CITY OF HOWELL: \$60,000 total/ \$30,000 BEFORE 6/30, \$30,000 AFTER 7/1  
 VILLAGE OF FOWLerville: \$15,000  
 VILLAGE OF PINCKNEY: \$10,000

Equipment being utilized:

Kettle, Air Compressors, Blowers, Edgers, Traffic Control items

Materials being utilized:

DuraFill / Rightpaint MDOT Approved

**PLEASE PRINT/TYPE:**

Company Name: Wolverine Sealcoating LLC

Address: 3235 County Farm Rd

Agent Name & Title: 

Telephone Number: 517-962-4261 Fax Number: 517-513-8065

E-Mail Address: Sales@wolverineseal.com

Agents Signature:  Date: 2/25/22

**WARRANTY:** Manufacturer's standard warranty shall apply to materials unless specified otherwise. This Contractor shall guarantee his work for a period of two (2) years from date of final acceptance against defects due to faulty workmanship or material.

The Bidder, in compliance with the RFP and having carefully examined the bidding documents, proposes to furnish equipment and services as are necessary to perform all the work stated in accordance with the contract documents for the Bid. The undersigned understands that the Municipalities reserve the right to accept or reject, in whole or in part, any and all proposals, to waive informalities and irregularities therein, to award the contract to other than the lowest Bidder. The Municipalities reserve the right to award the contract to one or more contractors if it is in the best interest of the Municipality. The undersigned submits this proposal in accordance with the terms and conditions of the RFP and hereby affixes authorized signatures representing:

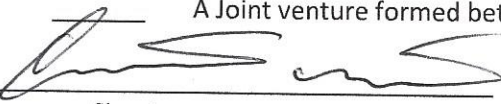
\_\_\_\_\_ An individual doing business as

\_\_\_\_\_ A Partnership - State the full names of the general partners:  
\_\_\_\_\_

1 \_\_\_\_\_ A Limited Liability Company, organized in the state of Michigan

\_\_\_\_\_ A Corporation, organized in the state of \_\_\_\_\_

\_\_\_\_\_ A Joint venture formed between \_\_\_\_\_ and \_\_\_\_\_

  
Signature

2/25/22  
Date

Christopher Wingle  
Printed Name

Principal Member  
Title

Wolverine Sealcoating LLC  
Company Name

517-962-4261  
Phone Number

3235 County Farm Rd Jackson, MI 49201  
Address, City, State, Zip

Appendix B

CITY OF WIXOM, CITY OF BRIGHTON, CITY OF FARMINGTON, CITY OF FENTON,  
CITY OF HOWELL, VILLAGE OF FOWLerville and the VILLAGE OF PINCKNEY

Qualifications Questionnaire

OVERBAND CRACK SEALING/ SEAL COATING 2022

The vendor/contractor shall complete a Qualification Questionnaire to contain at a minimum the following information. Failure to answer all questions may result in rejection of your proposal.

Name of Company: Wolverine Sealcoating LLC

Address: 3235 County Farm Rd

City, State Zip: Jackson, MI 49201

Telephone: 517-962-4261 Fax: 517-513-8065

Website: wolverine.sealcoating.com

Agent's Name (please print): Christopher Wingle

Agent's Title: Principal Member

Email Address: Sales@wolverineseal.com Cell Phone Number: 517-745-1390

1. Organizational structure (Corporation, Partnership, etc.): LLC

2. Has any officer or partner of this organization owned or operated a company that declared bankruptcy during the last 10 years? No  Yes  When: \_\_\_\_\_

3. How many years has your organization been in business under its present name? 18

4. Under what other or former names has your organization operated? N/A

5. How many full time employees? 40-60 Part time? 0

6. Address of your local facility Same as above

7. List the scope of services (type of work) you are able to perform Asphalt maintenance and repair



8. Provide a list of all personnel to be assigned to this contract. Include name, title, license number, years of experience, full/part time, on-call availability, qualifications, professional licenses/certifications, etc. Attach additional sheets if necessary.

Tom Bright - Crew leader 18yrs Experience  
Crew - varies

9. Will you be using any subcontractors for any work that may be performed under the specifications or that the Municipality may request? If so, provide company name.

N/A

10. References: Provide at least four (4) references of recent contracts comparable in scope to this RFP, one (1) of which must be a municipality or local government, for work performed within the past three (3) years. Use an additional sheet if you have more references to provide.

Company Name Grand Traverse Road Commission  
Company Address 1881 LaFrance Rd Traverse city mi  
Name Joe Stonecki Phone Number 231-645-4450 Contact Length  
of Contract 3 yrs  
Type of Services Provided

Crack Filling

Company Name Jackson County Road Commission/Transportation  
Company Address 2400 N Elm Jackson mi  
Name Jim Couling Phone Number 517-740-1926 Contact Length  
of Contract 9 yrs  
Type of Services Provided

Crack Sealing  
Pothole Repair

Company Name Tozcola County Road Commission  
Company Address 1733 Motz Rd Caro MI  
Name Brent Phone Number 989-751-3873 Contact Length  
of Contract 3yrs  
Type of Services Provided

Crack Sealing

Company Name Calhoun County  
Company Address 13300 15 mile rd Marshall MI  
Name Aaron Boemer Phone Number 517-736-4040 Contact Length  
of Contract 3-9 Different years  
Type of Services Provided

Crack Sealing

11. Provide any additional information you would like to include which may not be included within this questionnaire:

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THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS.

Signature of Authorized Firm Representative: 

Representative's Name (Please Print) Christopher Wingle

Date: 2/25/22

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**AGENDA**  
**Regular City Council Meeting**  
**Tuesday – March 22, 2022**  
**7:00 p.m.**



**CALL TO ORDER:**  
**PLEDGE OF ALLEGIANCE:**  
**ROLL CALL:**

**Mayor:** P. Beagle (Excused)  
**Deputy Mayor:** T. Rzeznik  
P. Behrmann  
K. Gottschall  
T. Gronlund-Fox  
P. Sharpe  
R. Smiley

**CHANGES OR ADDITIONS TO THE AGENDA:**

**APPROVAL OF MINUTES:**

- 1.) Special City Council Meeting Minutes of March 2, 2022
- 2.) Special City Council Meeting Minutes of March 8, 2022
- 3.) Regular City Council Meeting Minutes of March 8, 2022

**CORRESPONDENCE:**

- 1.) Thank You Letter from The Circuit Court
- 2.) Memo Regarding I-96 Flex Route Reconstruction Project

**CALL TO THE PUBLIC:**

(Limited to 5 minutes per speaker, addressing Agenda items only)

**CITY MANAGER'S REPORTS:**

- 1.) Departmental Reports – February 2022
- 2.) Quarterly Investment and Budget Report – December 2021

**CONSENT AGENDA:** (None)

All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items, unless a Council member so requests, in which event the items will be removed from the Consent Agenda and added to the regular agenda at the end of Unfinished or New Business.

**UNFINISHED BUSINESS:**

- 1.) Recommendation to Approve the Enactment of an Ordinance to Amend the Code of Ordinances for the City of Wixom, Title 1, General Provisions, Chapter 1.08, Voting Precincts, by Amending Section 1.08.030, Precinct 2, and Section 1.08.040, Precinct 3

**NEW BUSINESS:**

- 1.) Recommendation to Accept the Bid from T&M Asphalt Paving of Milford, Michigan for the Construction of the Civic Center Safety Pathway for a Cost Not to Exceed \$184,737 from Parks & Recreation Capital Plan, Civic Center Account #411-751-986.542
- 2.) Recommendation to Award the 2022 Road Maintenance Program, Maple Run II, to F. Allied Construction of Clarkston, Michigan in an Amount Not to Exceed \$394,689.02 from Account #203-554-971.399 Local Roads

- 3.) Recommendation to Approve the Purchase of Roadway Deicing Salt from Detroit Salt of Detroit, Michigan through the Michigan Intergovernmental Trade Network for the 2022-2023 Winter Season for \$57.56 Per Ton and an Estimated Total Cost of \$65,215 Split Equally between Local Roads Account #203-441-963.090 and Major Roads Account #202-441-963.090
- 4.) Recommendation to Award the Bid for the 2022 Pavement Marking Program to JV Contracting of Goodrich, Michigan in the Amount of \$66,541, with \$25,000 from Local Road Fund – Routine Maintenance Account #203-441-976.050 and \$41,541 from Major Road Fund – Routine Maintenance Account #202-441-976.050
- 5.) Recommendation to Award the Contract for Solid Waste, Yard Waste and Recycling Collection and Disposal Services to GFL Environmental USA, Inc. of Southfield, Michigan and Authorize the Mayor and City Clerk to Sign the Contract
- 6.) Recommendation to Accept Hubbell, Roth and Clark’s Proposal to Develop a Project Plan for the 2023 Clean Water State Revolving Fund System Improvements through the State of Michigan Environment, Great Lakes, and Energy for the Disposal of Per- and Polyfluoroalkyl Substances and the Installation of an Ultraviolet Disinfection System for a Price Not to Exceed \$30,620 from I&I Study, Flow Monitoring/Capital Improvement Account #590-538-962.410HRC to develop a project plan for 2023 clean water
- 7.) Recommendation to Award the Contract for the Annual Crack Sealing and Seal Coating Program to Wolverine Sealcoating of Jackson, Michigan, for the Unit Price of \$1.13 Per Pound for Crack Sealing, and \$0.09 Per Square Foot for Seal Coating, with Funding Allocated from Local Road Capital Program – Pavement Preservation Account #203-554-976.393

**CALL TO THE PUBLIC:****CITY MANAGER’S COMMENTS:****COUNCIL COMMENTS:****ADJOURNMENT:****RULES FOR PUBLIC SPEAKING:****Call to the Public:**

- The public shall address the Council during the “Call to the Public” which shall be included on the agenda immediately after Correspondence and again immediately after New Business. The first Call to the Public immediately after Correspondence shall be limited to agenda items only.
- A person shall not address the Council in excess of five minutes unless the time is extended by a majority vote of the Council present.
- Persons wishing to address the Council shall identify themselves and their place of residence and shall state their reason for addressing the Council.
- All comments by the public shall be made directly to the Council.

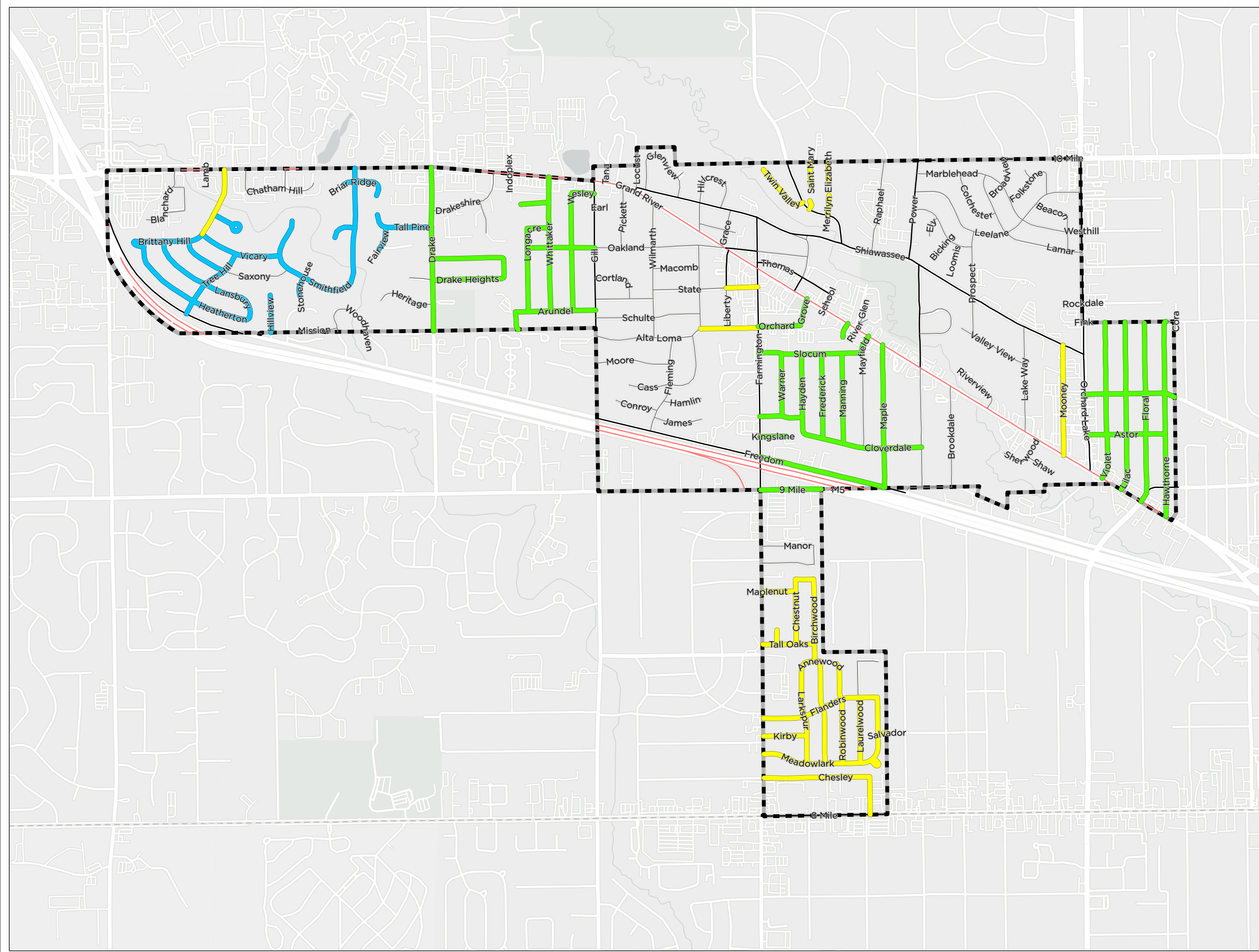
**Public Hearing:**

- Persons desiring to address the Council shall state their name and address.
- Individual persons shall be allowed five minutes to address the Council.
- There shall be no questioning by the audience of persons addressing the Council. However, the Council members may question persons addressing the Council.
- No person shall be allowed to address the Council more than once.

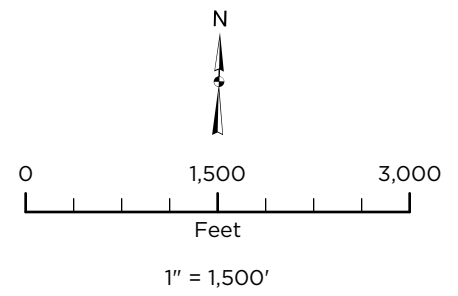
**NOTE:** Anyone planning to attend the meeting that requires special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk’s Office at (248) 624-0865. Our staff will make the necessary arrangements (large print agendas or minutes, etc.) with proper notice given prior to the meeting.



# Crack Seal Map Completed Zones



- Crack Seal Progression Status**
- Completed in July & August 2019
  - Completed in June & September 2020
  - Completed in June & July 2021
- Farmington Roads**
- Secondary Roads
  - Major Roads
  - Freeway
  - Municipal Boundary



**Source:** Data provided by OHM Advisors, Farmington, Esri, and State of Michigan. OHM Advisors does not warrant the accuracy of the data and/or the map. This document is intended to depict the approximate spatial location of the mapped features within the Community and all use is strictly at the user's own risk.

**Coordinate System:** NAD 1983 StatePlane Michigan South FIPS 2113 Feet Intl

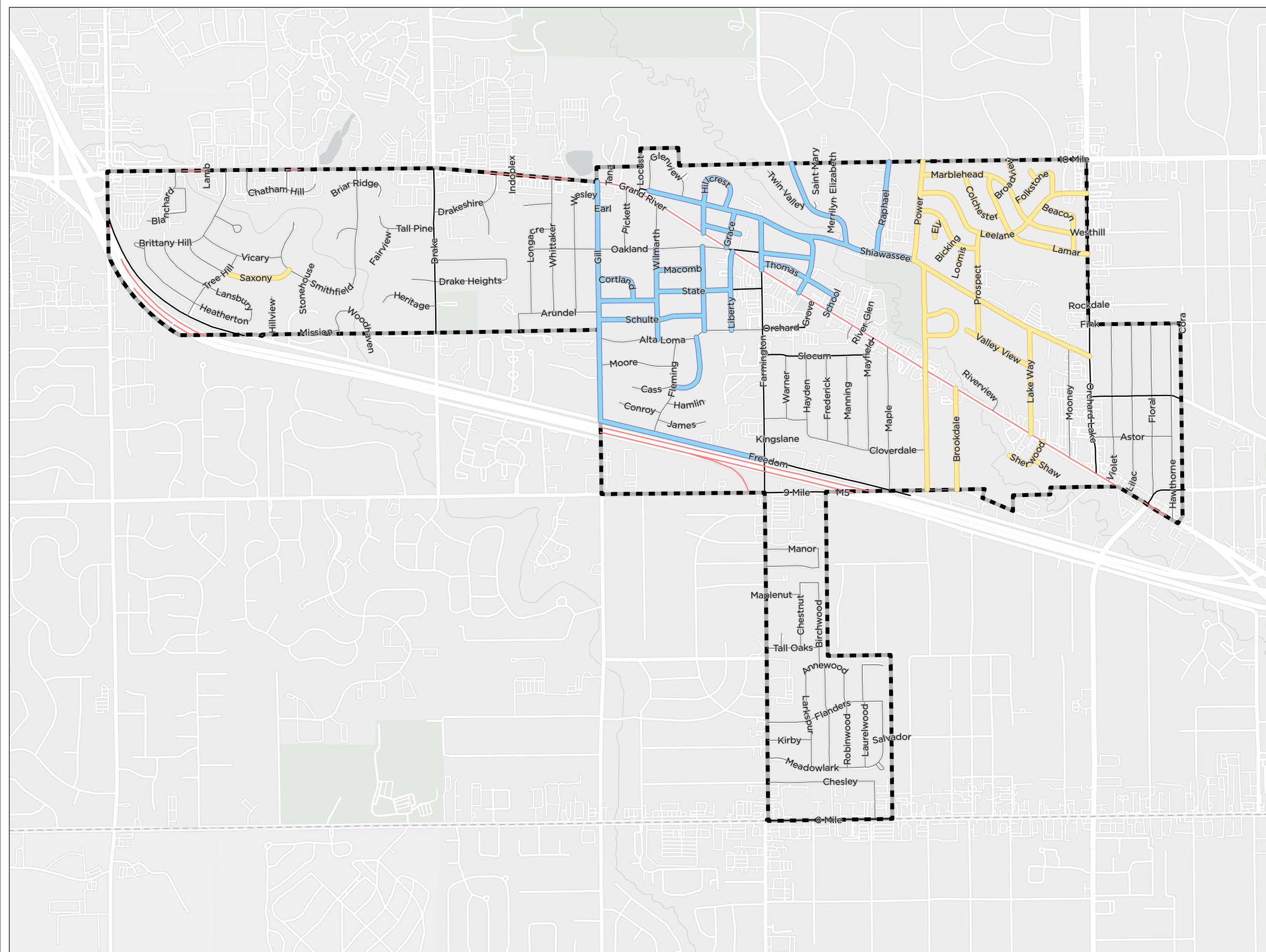
**Map Published:** January 13, 2022





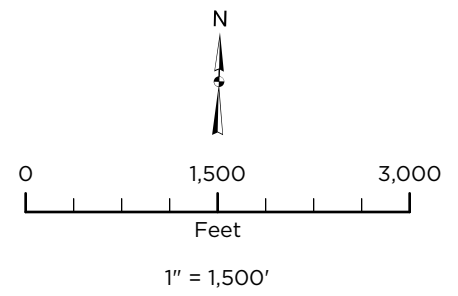


# Crack Seal Map Incomplete Zones



- Priority Level for 2022
- 1
  - 2
- Farmington Roads
- Secondary Roads
  - Major Roads
  - Freeway
  - Municipal Boundary

Note: Saxony was crack sealed in 2020 along with undergoing concrete patch repairs. However, over-banding shall be completed in the areas where concrete patch repairs were completed.



Source: Data provided by OHM Advisors, Farmington, Esri, and State of Michigan. OHM Advisors does not warrant the accuracy of the data and/or the map. This document is intended to depict the approximate spatial location of the mapped features within the Community and all use is strictly at the user's own risk.

Coordinate System: NAD 1983 StatePlane Michigan South FIPS 2113 Feet Intl  
Map Published: January 13, 2022

