



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

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. **Board and Commission Reappointments**
 - F. **Brownfield Redevelopment Authority Appointment**
 - G. **Information: City of Farmington 2021 Small eCities Program Recognition**
4. **APPROVAL OF REGULAR AGENDA**
5. **PUBLIC COMMENT**
6. **NEW BUSINESS**
 - A. **Beautification Committee Interviews:**
 - 7:00 p.m.: Colleen Coogan
 - 7:15 p.m.: Lynne Mullins
 - 7:30 p.m.: Christina Clark
 - B. **Consideration of State Trunkline Performance Resolution allowing annual and individual permitting applications**
 - C. **Consideration to approve amendment to Verizon Lease Agreement for 108 Farmington and Freedom and Memorandum of Lease**
7. **PUBLIC COMMENT**
8. **CITY COUNCIL COMMENTS**
9. **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.

Farmington City Council Staff Report	Council Meeting Date: March 21, 2022	Item Number 3A
Submitted by: Melissa Andrade, Assistant to the City Manager		
<u>Agenda Topic:</u> Accept Minutes from City's Boards and Commissions		
CIA: March meeting canceled DDA: January 2022 Historical: February meeting canceled Parking: March meeting canceled Pathways: February 2022 Planning: January 2022 ZBA: March meeting canceled Library: February 2022 (draft) Farmington/Farmington Hills Arts Commission: February minutes not yet posted Commission on Children, Youth and Families: February meeting canceled Emergency Preparedness Committee: March meeting reschedule		



6:00PM Wednesday, January 5, 2022
City Hall Conference Room
23600 Liberty Street
Farmington, MI 48335

REGULAR AGENDA

The January 5th DDA board meeting was called to order by Todd Craft at 6:03 pm.

1. Roll Call

Present: Todd Craft, Linda Deskins, Miguel Williams, Tom Pascaris, Todd Craft, Donovan Singleton

Others Present: Kate Knight, Jess Westendorf

Absent: Sara Bowman, Tom Buck, Claire Perko

2. Approval of Items on Consent Agenda

a. Minutes: December 1, 2021 Regular Meeting

b. Minutes: September 8, 2021 Promo Committee Meeting

Motion to approve the items on the consent agenda by Hallas, seconded by Pascaris. Motion passes unanimously.

3. Approval of Regular Agenda

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

4. Public Comment

Opened and close by Craft at 6:04pm.

5. Financial Snapshot

Overview by Knight.

6. Executive Director Update

Update by Knight.

- We are kicking off 2022, breaking out the workplan, and conducting the half-time review for the budget. DDA staff is attending a directors training on 1/10 and we also have a Robertson Brothers meeting coming up.
- The work plan is in this year's packet. The approved 2021 work plan has many line items in the works.
- Coming up in February, we are hosting Main Street National. Tentative planning on February 2nd to align with the DDA Board meeting.
- Yiftee gift card launched in November and we will be sharing analytics.
- Heart the Art programming is coming up in February with the goal of passive programming building on the success last year featuring a Syndicate hot cocoa crawl, live music and other passive elements.
- The DIA Inside Out program is in the works with 5 pieces selected for the following locations: Sipp, Masonic Lodge, Starbucks, Pavilion, and KickstART.

7. Publication of 2022 DDA Regular Meeting Calendar

Motion by Pascaris, seconded by Singleton, to approve the 2022 Calendar of Regular DDA Meetings. Motion passes unanimously.

8. Publication of 2022 DDA Calendar of Events

The DDA board discussed the possibility facilitating a community calendar and reviewed the 2022 proposed calendar of events including: Public Art Event, Ladies Night Out, Art on the Grand, Rhythms in Riley Park, Lunch Beats, Harvest Moon Celebration, Grand Raven Festival, & Small Business Saturday.

Motion by Singleton, Seconded by Deskins, that the Board shall approve the 2022 Events Calendar. Motion passes unanimously.

9. Work Plan FY 2022-2023

Overview of core themes and major projects within core themes by Knight.

- Encourage and support downtown development projects
- Implement parking management and improvement strategies
- Maintain and strengthen cleanliness, safety and attractiveness
- Maintain and adapt communications and promotions
- Board Development and Volunteer Recruitment

The DDA board discussed hiring additional staff to help accomplish work plan. DDA staff will identify the need and investigate feasibility.

The board discussed additional items and how these items may fit in the workplan:

- Parking Field Maintenance
- Community calendar as part of communications and promotions.
- Consider crosswalk safety near Starbucks and other intersections in town.

10. Committee Updates:

a. Design Committee

Update by Knight- Design committee will be hosting a series of design charettes for the Enterprise Pocket Park and the Masonic Lodge Plaza.

b. Public Art Committee

Update by Knight- The committee is looking at dates in late January for the next meeting. Inside Out program is in progress and committee will be considering placemaking projects.

c. Promotions Committee

Yiftee update by Westendorf- strong start with nearly \$8,000 in sales to date.

Committee update by Halas-

- Metromode advisory analytics overview- OUTSTANDING results with high engagement, far reach, and a long 6.5-minute average read time. Halas encourages the board to send story ideas to DDA staff and join us for the next advisory meeting. Think about stories that increase attachment to place and community pride. Halas also shared an example by National Geographic that has a similar approach to our Metromode with exceptional national writing talent and beautiful professional photography- to put it in perspective just how outstanding our partnership with Metromode is, the average read time for this national geographic article is just 2.5 minutes.

d. Business Development Committee

Update by Knight. The Principal Shopping District has had the final public hearing and has been renewed for 5 years.

11. Other Business

Halas- Farmington's Bicentennial is coming up in 2 years. Let's get ready.

Singleton- Inquired what our occupancy rate is for Downtown Farmington. Knight answered over 95% with many things in the works. In general, downtowns with a historic center are performing well with a low occupancy rate. Downtown Farmington is favorable when comparing to other peers.

Craft- Challenging and successful years and congratulations to Kate and Jess for surviving & thriving through a tough year. We need to tell our story and share our successes. Also, if you know someone that is interested in volunteering, recruit them.

12. Board Comment

None

13. Adjournment

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

Dates of Interest:

Feb 2 DDA Board Regular Meeting
February Public Art Programming "Heart the Art"

FARMINGTON PATHWAYS COMMITTEE

7:00 p.m.

Meeting Minutes

January 12, 2022

1. CALL TO ORDER

Meeting Called to Order by Susan Arlin at 7:01

2. ROLL CALL

Present

- Susan Arlin
- Sue Lover
- Joe VanDerZanden
- Maria Taylor
- Chris Weber
- Tim Prince
- Brent Bartman
- Kevin Christiansen

Absent

- Bill Gesaman

3. APPROVAL OF AGENDA

Approved by Brent B. supported by Maria T.

4. APPROVAL OF MINUTES

- a. Meeting Minutes, December 8, 2021
- b. Approved by Maria T. Supported by Sue L.

5. ELECTION OF EXECUTIVE COMMITTEE (Majority Vote)

Chris Explained that a new executive Committee is elected yearly, per our Bylaws.

i.

- Chairperson - Sue L. nominated Susan A. for who accepted. Unanimous approval (excluding absences)
- Vice-Chairperson - Maria nominated Sue L. who accepted. All members in favor. Approved.
- Secretary - Sue L. nominated Joe V. who accepted. All members in favor. Approved unanimously.

Committee roles. Elected for 2022

- Susan Arlin - Chairperson – Run meetings, establish subcommittees, prepare Annual Report
- Sue Lover - Vice-Chairperson – Run meetings in Chairperson’s absence
- Joe VanDerZanden - Secretary – Take and prepare minutes, prepare correspondence

6. APPROVAL OF COMMITTEE MEETING SCHEDULE

Meeting schedule will remain on 2nd Weds of each month.

Approved by Tim P. Supported by Sue L.

7. OLD BUSINESS

- a. YEAR END REPORT REVIEW AND FEEDBACK [link to the presentation](#)
- b. OLD FARMINGTON ROAD BRIDGE UPDATE
 - Received an evaluation from EMU with estimated costing and a good start to base our projections.
 - Joe V. brought up that the solution seemed overly complicated with bike lanes and capacity for dump trucks to pass.
 - Sue L. suggested asking EMU to show us the other presentations for other options.
 - Susan mentioned that their proposal showed no options for bridges and suggested showing what we got to the city engineers for their input.
 - Kevin acknowledged that city will have to consider what will happen if the it chooses to improve or not improve the bridge. He mentioned that city officials are aware of the existing conditions, but not all of Council may know the situation.

8. NEW BUSINESS

- a. ANY NEW TARGET AREAS?

Chris W. mentioned the new bridge in Heritage park and that we may want to match the design if improvements to McGhee hill are made.
- b. RECYCLED BRICKS <https://www.youtube.com/watch?v=qsEmWXkVsP8>

9. PUBLIC COMMENT

- No public comment

10. COMMITTEE MEMBER COMMENT

- Tim said thanks to Susan for leading the group this past year.

11. ADJOURNMENT

- Joe moved to adjourn, supported by Sue L. unanimous approval by committee.
- Meeting adjourned at 8:24pm

Next meeting: February 9, 2022

FARMINGTON PLANNING COMMISSION PROCEEDINGS
23600 Liberty Street
Farmington, Michigan
January 10, 2022

Chairperson Majoros called the meeting to order in Council Chambers, 23600 Liberty Street, Farmington, Michigan, at 7:00 p.m. on Monday, January 10, 2021.

ROLL CALL

Present: Crutcher, Kmetzo, Majoros, Perrot, Waun, Westendorf
Absent: Mantey
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; Matt Parks, OHM Advisors; Special Guests: Pack 45, Longacre Elementary School.

APPROVAL OF AGENDA

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

APPROVAL OF ITEMS ON CONSENT AGENDA

A. December 13, 2021 Minutes

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

ELECTION OF OFFICERS

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

Commissioner Crutcher asked if the existing Board can be maintained and Director Christiansen stated it is appropriate if you so choose to maintain the current slate of officers.

A. Accept Nominations for Chairperson

Motion by Crutcher, supported by Waun, to nominate Steve Majoros as Chairman of the Planning Commission.

Majoros accepted the nomination.

B. Accept Nominations for Vice Chairperson

Motion by Crutcher, supported by Waun, to nominate Geoff Perrot as Vice Chairperson.

Perrot accepted the nomination.

C. Accept Nominations for Secretary

Motion by Crutcher, supported by Waun, to nominate Miriam Kmetzo as Secretary of the Planning Commission.

Kmetzo accepted the nomination.

A roll call vote was taken on the foregoing nominations for the entire slate of officers with the following results:

AYES: Crutcher, Kmetzo, Majoros, Perrot, Waun, Westendorf

NAYS: None

Motion carried, all ayes.

PUBLIC HEARING FOR SPECIAL LAND USE – PROPOSED SAVVY SLIDERS, 22420 FARMINGTON ROAD

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

Director Christiansen stated as you indicated, Mr. Chair, this is a Public Hearing for Special Land Use for the proposed Savvy Sliders at 22420 Farmington Road. A little background, the Applicant/Petitioner Steven Bacall from Bacall Group, LLC and Stonefield Engineering on behalf of Savvy Sliders has submitted a Special Land Use Application to renovate and repurpose the former TCF Bank located at 22420 Farmington Road. A copy of the review letter from OHM Advisors is attached with your staff packet. The existing former bank building is currently vacant. The proposed project will result in interior improvements with façade modifications to the existing building and will include a new reconstructed drive-thru. Exterior building site improvements are also proposed. The existing commercial property is zoned C-2, Community Commercial. Drive-thru establishments are a Special Land Use in the C-2 Community Commercial District. A Public Hearing and Special Land Use and site plan review and approval are required. If you recall, the Planning Commission scheduled the required Public Hearing and the site plan review for this evening back at your December 13th meeting. Again, the Applicant is here this evening to present the Special Land Use and the proposed site plan to the Commission. The purpose of this item this evening is to review the submitted Special Land Use Application and submitted plans for Savvy Slider, conducting the Public Hearing as required.

Majoros asked Christiansen if the Commission will be making a motion to approve or is this purely the Public Hearing and then there will be a subsequent meeting where we'll go through the Special Land Use just so I'm clear.

Christiansen replied that would be up to the Commission, Mr. Chair. The Public Hearing is required, it's been noticed, and that is what is scheduled this evening. The site plan review accompanies the Special Land Use and the Commission can take whatever action it deems necessary.

Christiansen stated this quickly is the aerial photo for the subject property. The subject property is located on the northeast corner of the intersection of Farmington and Nine Mile Road, the former TCF Bank, you can see that here. The Applicant has submitted information regarding the proposed site plan so we'll scroll to that really quick. There is a review letter from OHM that's in your packet, we're going by that right now, but I want to bring this up on screen, in light of the protocol we have in place this evening, I'm going to move back and forth from here and the table but I wanted to bring this up on screen so everybody can have it. This is the set of plans, site improvement plans for the subject property, for Savvy Sliders Restaurant with a drive-thru. And we'll bring up the site plan itself. This is the site plan, actually this is the existing plan, and you'll note a bank building with a drive-thru for the bank. The drive-thru is intended to be removed and then will be replaced with some parking lot changes, changes in circulation, dumpster enclosures, pads and enclosures. The drive-thru will be a window on the side of the building in approximately the same location as the existing bank drive-thru. But the bank canopy and the pneumatic tube drive-thrus will be removed and its place some reconfiguration of the parking lot and then a window alongside the building and stacking accordingly. And this is that site plan right here. So, if it's okay, Mr. Chair, I'll go ahead and leave this up right now and I'll turn it back over to you.

Chairperson Majoros thanked Christiansen and stated I believe the Applicant is here today so if you would like to come up and provide an overview. And I just want to clarify, Mr. Christiansen, the Applicant has seen the letter from OHM, would that be a correct assumption and Christiansen replied yes.

Majoros called the Applicant to the podium. Mitchell Harvey, Stonefield Engineering, representing Steve Bacall came to the podium. He stated what we're proposing here today is kind of a re-use of the current bank building. The bank is 4,000 square feet and what we're looking to do is tear down the canopy and essentially where there's three drive-thrus, one right next to the building and two for the pneumatic tubes, we'll just put one drive-thru lane and a row of parking with our dumpster enclosure there. Beyond that we're just going to be improving the site from a landscape perspective, we're going to be adding some greenspace to the site, adding some new trees, revitalizing the existing wall

that's out there, I know there's some white staining on it so what we would like to do is have a professional mason come out and look at that and come up with some solutions to avoid that and potentially seal the wall. Regarding the site itself, we will have six stacking spaces from where the menu board is and then we'll have an additional three so a grand total of nine stacking spaces which we believe is more than sufficient for this site. Regarding the use itself, I'm not sure how familiar everybody is with the Savvy Sliders but they're kind of a new slider concept that's been coming up in southeast Michigan recently. They have about ten to fifteen locations, there's some in Troy, Sterling Heights area, Macomb, that kind of stuff. And really what they specialize in is fresh sliders using fresh ingredients, kind of different than what you would see with your typical White Castle. You order a meal, they give you a box and there are two decent sized sliders in there, you can order meals, there's vegetarian options, there's fish options, to kind of service the community. Beyond that, we are in receipt of the OHM letter, we're agreeable to a lot of it. There is one thing that I would like to point out. They recommend shutting down egress from this location here, so working with Mr. Christiansen on this site we identified currently this access drive here and this access drive here are full movement for the current bank. You'll notice the left turn movement out of here may potentially be dangerous because you have so much traffic coming up and down Farmington. So, the review letter from OHM said it would also like to shut down this egress point, the only little heartburn we're getting out of that is essentially that would direct all site traffic leaving the site to head northbound on Farmington, and our concern is there is people leaving that want to head south, east or west would have to go up and go onto someone else's property to make that turn to head southbound and then take a right or a left at the intersection here. So, that is something that we'd like to discuss and potentially work through with OHM on some sort of signage or something but we would like to keep it as a full movement drive if the Planning Commission so wishes.

Director Christiansen stated that Mr. Harvey may not be aware of this, we did have dialogue with Mr. Bacall about that and Stonefield as well. When this letter came out in December, it was actually prepared for the prior meeting where the Public Hearing was scheduled and that item was discussed and OHM did realize that that was something they were not going to require and actually it was a little bit inadvertent I think on their part because there was a series of work session meetings that were held and we did discuss ingress and egress quite at length and the only thing that we were concerned about, the City and the consultants and staff, was that turning movement on the northwest corner. so, the one on the southeast corner is not looking to be modified and will remain.

Harvey then stated he would be happy to answer any questions.

Chairperson Majoros said I'd like to clarify one thing, Kevin, so in the notes that we're reading it does say that to demonstrate compliance with Criteria 5, consider altering the

circulation pattern from Nine Mile to accommodate inbound traffic only; if there were to be a motion this evening, it sounds like the Applicant would be consistent with OHM recommendations but we would want to make sure that if we reference the letter, that sounds like something that has been resolved subsequent in meetings with staff and the Applicant and Christiansen replied that is correct.

Having said that, we will open it up for Commissioner comments and then we'll open up the Public Hearing and then decide on the course of action.

Commissioner Crutcher asked where the front door is located and Harvey replied the front door is currently where the front door is to the bank, those two pillars out front, the ADA spaces are here, here's your main entrance.

Crutcher then said your pedestrian pattern of traffic is going to be coming where and Harvey replied it will be coming here. Crutcher then asked isn't the drive-thru coming right in front of that and Harvey replied the driveway does come through here, but most of the parking is over here, so you go out the door and around.

Crutcher then said so your drive-thru traffic is going to be right at your front door and Harvey replied yes, and those last three spaces for stacking. Crutcher then said so the circulation from the sidewalk to the building and Harvey replied if you have the site plan it's where those ADA spaces are, there's a crosswalk that feeds out into Farmington Road and that's our main source of pedestrian traffic, so no one would have to cross the designated drive-thru lane. This existing sidewalk would come up and wrap around to Farmington.

Crutcher asked in looking at the plans, the floor plan you're looking at, and Harvey replied it's dependent on the interior layout, how they're going to do the kitchen and all that kind of stuff, it's not final yet.

MOTION by Crutcher, supported by Kmetzo, unanimously adopted, to open the Public Hearing.

(Public Hearing opened at 7:18 p.m.)

PUBLIC HEARING

No comments heard.

MOTION by Perrot, supported by Waun, unanimously adopted, to close the Public Hearing.

(Public Hearing closed at 7:18 p.m.)

Director Christiansen stated that certainly there are options available to the Planning Commission, to act, to approve, whatever your pleasure is, but Matt Parks is here from OHM Advisors, our City planning and engineering consultant, if there are any questions to the review letter, specific to any site related items, design, planning issues, engineering issues, he is here to answer them. And other than that, yes, it is up to the Commission as to what you choose to do.

Chairperson Majoros opened the floor for questions from the Commissioners.

Commissioner Westendorf asked if we were to approve this evening, the Special Land Use, that's not necessarily approving the site plan, is it?

Christiansen replied the Special Land Use and the site plan go hand in hand. The Special Land Use has specific considerations related to in this case the element that requires that and that's the drive-thru, so the drive-thru, its location, the stacking and how it's configured and those elements related to the Special Land Use. The site plan is also part of it as well, tied together, so any action related to the Special Land Use also then requires action on the site plan as well, tying them together. So, you have a Special Land Use portion, a site plan portion which implements the Special Land Use and tie them together that way, but it would certainly be your choice on how you want to act.

Attorney Saarela stated you have to have specific findings of fact on the Special Land Use.

Christiansen stated and that's actually in the review comments. So, you have a Special Land Use Application, you have a Special Land Use section, and there's Special Land Use items that are laid out in OHM's letter. And if you look at the planning review comments, there are five items that have to be satisfied that are on pages 1 and 2.

Chairperson Majoros stated it's probably worthwhile to hear from OHM briefly, an overview or anything that might be of significance to hear from.

Matt Parks, OHM Advisors, came to the podium. He stated Kevin did a great intro as well as the Applicant, you have our letter dated December 10th. You remember from the last meeting Austin was here to kind of summarize the findings. More or less we reviewed it as a Special Land Use. The Applicant did a good job providing a lot of detail in their packet, so we did supply site plan related comments from a utilities infrastructure, that's kind of my bailiwick as an engineer. There's already existing stormwater management system on site, water and sewer is already existing and as the Applicant referenced and

Kevin did a good job at explaining there is a little bit of confusion in the comments in the planning section, so what we actually discussed is we would want to go ahead and allow left hand turns out onto Farmington Road but actually would permit egress out to Nine Mile, especially heading southbound you could turn left at the light. So, overall I think what they're proposing as far as infrastructure goes meshes in the planning section of the letter. We touch on things such as landscaping and speakers and things like that, so more detailed in nature. If the Planning Commission should move this forward tonight, there would still be what we would call a detailed engineering review where we really get into the nuts and bolts administratively if everything went off as far as the Building Department and Kevin's staff. So, we're comfortable with the use, the property, a lot of the infrastructure is already there, so it's a good re-use for the most part. If there are any questions specific to the letter, I'd be happy to address them.

Majoros thanked Parks and opened the floor up to questions from the Commissioners.

Hearing none, Chairperson Majoros stated this seems like a pretty good re-use, you know, this is unlike some of the things we've seen before where perhaps drive-thrus have neighboring residentials, etc., the traffic flow, the matter seems to have been addressed, it sure feels like we could entertain a motion to perhaps move forward both the Special Land Use for the drive-thru as well as the site plan as noted with some of the things that have been talked about this evening. But I will turn it over to Commissioners for any particular action.

MOTION by Kmetzo, supported by Waun, to approve the Special Land Use for the proposed Savvy Sliders location at 22420 Farmington Road, Farmington, Michigan, with the condition that the comments offered in the letter by OHM dated 12-10-2021 are addressed prior to the submission of the site plan.

Majoros said one question for staff, I believe the motion said Special Land Use, do we need to note Special Land Use and site plan in that motion and as such, would it be so amended?

Christiansen stated I think it would be appropriate then for Commissioner Kmetzo would consider adding to her motion that the proposed Savvy Sliders meets the Special Land Use requirements of Section 35-158 of the City's Zoning Ordinance as outlined in the original letter from OHM and then the site plan requirements that she also alluded to when she made her motion, then that would be inclusive of Special Land Use and site plan.

Kmetzo accepted the Friendly Amendment.

Waun asked if the motion needed to be amended to address the southbound traffic using the Nine Mile entrance?

Christiansen replied what I think you had said and it was noted earlier unless I'm incorrect, is that Item 5 is actually not applicable because that access is going to remain and it's going to be a two-way and the site plan shows that the north access is only going to be one way.

Majoros said we just want to make sure we're in compliance with OHM, that that was noted in there. So, we had an original motion, we had some revisions to that as noted, motion made and supported.

A roll call vote was taken on the foregoing motion and amendment with the following result:

AYES: Crutcher, Kmetzo, Majoros, Perrot, Waun and Westendorf

NAYS: None.

Motion carried, all ayes.

Majoros stated it looks like a good addition to the town, we'll look forward as noted to the detailed engineering and work with the City staff to move along that property.

REVIEW AND DISCUSSION – ZONING ORDINANCE AUDIT

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

Director Christiansen stated as you indicated, this item is a continuation of the Planning Commission's review of the City's Zoning Ordinance and Zoning Audit that has been underway for a number of months to this point. Tonight we're going to take a look at Article 6 which are the City's Office District provisions and also Article 7 which are Commercial District regulations. I did distribute to everyone prior to the meeting, Article 6 and a copy of Article 7. Also included with your staff packets is a review memorandum of these two articles from the City Attorney's office. City Attorney Beth Saarela is here this evening and certainly can take us through that. And as we've done in the preceding meetings to date, we can go through these two sections or handle it in any way that you would like. The Office District provisions aren't too lengthy, the Commercial District article is a little more lengthy, but certainly whatever your pleasure, Mr. Chair.

Majoros stated it might be helpful for the City Attorney to provide an overview, that might be a good place to start and we'll take it from there.

City Attorney Saarela stated we have a memo from my office in your packet basically focusing on Article 6 and 7, the Office and Commercial Districts. You do have areas of focus in your Master Plan, there is Focus Areas 1, 2, 3, 4 and 5, all have elements of these districts, all have these districts within their purview, so what I did is go through and summarize what the goals, the Master Plan goals of those focus areas were as pertaining to the Commercial and Office Zoning Districts within the Focus Areas of the City. So, with respect to Focus Area 1, looking at establishing a gateway to the City and promoting commercial rehabilitation. On Focus Area 2 you're looking to establish another gateway to the City, refurbish existing structures and ensure desired development types are permitted and that's the Drake and Grand River Focus Area. Focus Area 3 which is Orchard Lake and Grand River, the focus for that area is redevelopment of existing structures and increase in mixed use and retail residential uses. Focus Area 4 is East Grand River Avenue and the goal is increase residential and mixed use buildings and to incorporate cohesive building design material that is set by standards. Focus Area 5 which is downtown, the goal is to permit promote infill developments, keep existing buildings productive, and to increase flow densities, promote mixed use retail and residential development. As you look to address all of these focus area issues in these zoning districts, what you're really looking to is do your current uses as listed permit what is needed to address these future goals. So, as we go through the standards you want to look at the uses in those areas to make sure that they adjust the goals and for some of them you're looking at building design materials and whether those need to be adjusted in those focus areas and districts. So, if you have any questions, I'm here to answer them.

Majoros thanked Saarela and turned it back over to staff for a quick overview, are there areas from your expertise, Mr. Christiansen, are there things that should be pointed out and this may be an opportunity for us probably more as we get into Article 7, referring back to the meeting of last week, is this an opportunity to provide some clarity in some of our standards and some of our rules and so probably touch on that if that's a specific example but there may be other things we'll take your guidance as well. A quicky on Article 6 from Kevin and then we'll turn it over to the Commissioners for any comments and then we'll go to number 7.

Christiansen stated the Office and Office Service Districts are individual districts but under the same article. The Office District is more of a standard, traditional, typical office district with office type uses as permitted uses throughout. And you can see that in the list of uses. The Office Service District is intended to be a little broader, it's intended to allow for uses that then kind of require a little more consideration maybe if you want to look at it that way, Special Land Use is more akin to Office Service than in Office and you can see that in the list of uses. Most of the uses, again, you're going to find in both districts, the Office District itself, the O District, is a little more traditional, straightforward, again,

encouraging office uses of a business and professional nature, where the Office Service District generally serves as a transition area between residential and commercial. So, that's why you see the Special Land Use with those uses in the OS when you don't see it in the O. And both districts serve the City well, we've not had any issues, any questions, anything unique, anything proposed to be addressed within either district. Again, you'll note in your working with the City Master Plan that the City Attorney referenced, and also the City Zoning Ordinance, you'll note around our Commercial areas, particularly the downtown, between the residential and then the Central Business District, you find the O and the OS Districts, because again they serve as that transition, particularly OS, it's a buffer type district. So, that's pretty much the City's current situation, scenario, with our Office and Office Service Districts, any questions I'll be happy to answer them.

Majoros said as noted, Kevin, with your position and experience and expertise, do you feel what we've got here has been a great asset to the City, allows us to assess applicants and uses; is there anything in here that you would say would be an area of special note that we should pay attention to or a certain area that we should consider. Again, I go back to last meeting's note about some clarity between the Commercial and Industrial use of a particular use; is there anything like that with your expertise that you want to point out in either Article 6 or Article 7 that we should probably consider.

Christiansen replied no, not specific in Article 6, Mr. Chair, I think the Office and the Office Service Districts both serve the City well as they are currently put together and implemented. We did have one unique circumstance that did come about and I think if you just visualize for a minute the downtown again, and here we are at City Hall, and Liberty Street, and on Liberty Street we have institutional uses here on this east side where we're at, and then the downtown of course on the west side you have office uses, and right behind those uses are residential. And that area across the street on Liberty is an OS and it serves well as a buffer. We did have one single family home in the OS that years ago had actually been converted from a residential use to an office use and there was interest in converting it back to a residential use and in order to do that it did have to go through a special process and it did have to receive approval from the Zoning Board of Appeals in order to do that and I think Mr. Crutcher remembers that. But that was unique and I think based upon the structure here it did work out well because it really protected, safeguarded the City in its current structure. So that was a unique circumstance. Other than that I think both districts serve the City well as they're currently existing in the Ordinance.

Majoros thanked Christiansen and opened the floor for questions from the Commissioners on Article 6. Hearing none, he asked Christiansen to give a brief overview on Article 7 and asked if there are things he'd like to point out or that the Commission should pay particular attention to.

Christiansen replied similarly to the process that we've been going through to date and then the review of the residential districts which we've completed and now the review of the office districts which we've been through this evening, this portion of the Ordinance is very significant with respect to the details in this article and its applicability because Article 7 includes all of the City's Commercial Districts except for that found in the Grand River Corridor which is the Grand River Overlay District. So, we have under Article 7 the CBD, Central Business District, downtown, C-2 Community Commercial, C-3 General Commercial and RO, Redevelopment Overlay districts. And you'll see there's specificity and uniqueness to each one of those areas, each one of those zoning districts within Article 7 and that's laid out in the intent statement and you can see that here on the first page. Then as you go through your list of uses, CBD, C-2, C-3, you'll see permitted and Special Land Use, depending upon where it's located. If it's in downtown CBD or if it's in C-2 which is our Community Commercial or the more intense, more general C-3, and those run along our major thoroughfares for the most part, Grand River, Farmington Road, Orchard Lake, etc. And so you'll see that as you go through the various use types and then you'll see special provisions and this is the unique part of this article is there are unique circumstances relating to types of activities with businesses. The first one here if you happen to look at page 7 at the packet I gave to you is Outdoor Display, the second is Outdoor Storage and then the third one if you go through this and after Outdoor Storage and Display is Outdoor Seating. And you know these are all areas that you as a Commission have had quite an involvement in fairly routinely, particularly most recently the outdoor seating provisions. And so that's something that I just want to point out to you in case there's any issues or concerns because you may recall we just went through a review of a proposed amendment to the outdoor seating provisions to allow for enclosures and allow for the use of outdoor seating more than in season. And our current outdoor seating regulations allow for use of that outdoor seating from April until the end of October every year. And again, you just went through a review of proposed amendments to that section and didn't take any action. You made a determination that you were satisfied with the current provisions as is. So, that's just a point of information. You'll note, too, as you go through, other requirements in here, one of the things we dealt with this evening on page 11, is stacking spaces and other items related to drive-thrus and those specific criteria are here and you actually referenced them this evening. And then if you go through, you get to the lot and yard requirements, there have not really been any issues there, Mr. Chair. And then you'll get to what's very unique and that is page 15, you'll have the Central Business District, nonresidential and mixed use development regulations that you'll have some residential development regulations in the Central Business District and you'll note that in the Central Business District it allows that district quite an array of uses, both commercial and residential but there are specific requirements for that. And then if you go through this section, what you'll see is design criteria. The design criteria relate to the downtown and buildings, in fact, if you look at page 21 of 30, you'll see design standards, architectural standards, that relate to the

fascia of buildings, building design, both façade and also treatments, elements, roof lines, windows, ingress/egress points; these are all standards in the Zoning Ordinance that the City follows when it looks at architecture, construction, and proposed development of the downtown. And we really have not had any concerns, they've actually served the City really well and continue to do so. These are standards that I know that the Downtown Development Authority, the Downtown Development Authority Design Committee, and those that certainly look at development and buildings and repurpose, enhancements, etc., in downtown, take a look at. In fact, you were very much a part of this, whether you might realize it or not, is the Farmington States Savings Bank and the GLP Financial and how all that came about. And the DDA looked at it, the Design Committee, and you as a Planning Commission when there were some façade modifications that were proposed of which is certainly ongoing right now. So, this is a very, very, very important section of this portion of the Ordinance. Other than that, you can continue to go through. You get into parking lot design, like I said the residential design standards in your CBD and there's a little bit of site development in the end but it's a pretty thorough section, Mr. Chair, it's very complete. Those items that I referenced are ones that really have been served well by the current Commercial District's regulations, particularly those in the downtown, so if there's any questions, I'm happy to answer them.

Majoros thanked Christiansen and opened the floor for questions from the Commissioners on Article 7. Hearing none, he stated we've had a chance to look at these in advance and just again as you flip through and reorient, there's nothing in here we haven't seen before and I think they have been very useful. Farmington State Savings Bank is a great example, many others as well and I think that they're very useful guides as we go through the great work that you and the City is doing in developments and in redevelopment. So, I think we feel pretty comfortable. So, I'll be looking for a motion for these and we're just done with this topic and we move on to the next.

Christiansen stated I think as you've done in the past, Mr. Chair, just a comment that you've made and if we have an indication from the Commission really affirming that the current regulations are serving the City well and are certainly satisfactory and doesn't necessitate any amendments or modifications, changes to take place, we can move on.

Commissioner Westendorf stated if memory serves me completely, last month we reviewed a project that wanted to put a questionable use in a C-2, is that something we should address today or is that something that will go down the line, what is the process?

Christiansen replied that's a great question and what you may recall that Commissioner Westendorf is referring to, is the proposed DashMart business that was proposing to locate in Farmington Crossroads Shopping Center that as defined and as they were proposing, fit within our Commercial District, but also based upon what they were

proposing didn't completely fit within the Industrial District either. You might recall we indicated when we were talking about it, and as we went through that review process, that one of the things that could be considered is an amendment to the Ordinance to define that type of use and put together standards for that type of use, whether it would be just general standards or potential consideration of a Special Land Use that would have Special Land Use type standards and so we made note of that and it's something that we will look to come back to you with as we had discussion on it with the Zoning Ordinance Amendment. That at this time certainly we'll get through this audit, but something in the short term but I'm glad you brought that up because it was as a result of what happened last time and it's most likely something that probably needs to be put together and brought into the Ordinance in this section, in this Article.

Chairperson Majoros stated I always appreciate all of the work that you do, Kevin, and the entire City staff do, it makes our jobs up here a little easier and we appreciate the guidance and the counsel and the hard work there.

DISCUSSION OF 2021 PLANNING COMMISSION WORK ITEMS/PROGRAM

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

Director Christiansen stated I did distribute prior to the meeting a copy of the Planning Commission minutes, I believe it was from your January 11, 2021 meeting, which was a meeting one year ago from tonight's meeting. And those minutes reflect your discussion with respect to work items, priorities for the 2021 year that we have just completed. So, what we're looking at this evening is to maybe recap a little bit on 2021 and look at 2022 and what kind of things the Planning Commission would like to take a look at this year. You might recall we talked about a number of things, we talked about certain development projects coming online, we also talked about completing the Master Plan Update so we were going to look to remark on the Zoning Audit and here we are now and we've been doing that for quite a while. So, we do have opportunity certainly to embark upon a couple of things depending on what your interest is aside from our typical business which is consideration of applications that come before the City that you're responsible for as stewards of the City's Master Plan, making sure that's in good stead. Also, too, as part of the Master Plan process, you know that annually the City considers, develops and has public hearings that you hold and approve the six-year Capital Improvement Program and we're just embarking on that, in fact that kind of kicked off for you last month and in fact, the first Steering Committee Meeting was today and so that's moving forward. I anticipate and you might recall with the schedule that you'll have a Public Hearing request in February to schedule the annual Public Hearing for the Capital Improvement Program in March, and you'll consider that then. Subsequent to that our planning tools right now, the City Master Plan last updated in 2020, the other plans that the City has are fairly current

for the most part and that includes the Downtown Master Plan and the Recreation Master Plan, the Grand River Corridor Improvement Authority is and has been working on an update for the Grand River Corridor Vision Plan. I anticipate that once they complete their draft which I anticipate this Thursday, then it will come to you for your consideration and a request for inclusion as part of the City's overall Master Plan, that's an update to that Vision Plan. So, I anticipate that coming before you, certainly the items that we are aware at the forefront of your consideration, one of the most significant is what's going to be the Planned Unit Development consideration and review for the redevelopment of the Maxfield Training Center. There was another follow-up meeting on the status today with the developer/investor Robertson Brothers Homes as to where they're at right now in their due diligence, they did receive an extension of their purchase agreement for four months to continue some much needed additional due diligence and if we get to the point where that's been completed and we're going to continue to move on, they're going to continue their interest going forward, it should be then likely to come before you sometime this spring, so that will certainly be a very, very significant project in this year's program for you. Aside from that, if you take a look around the City, you can see quite a bit and that's very encouraging in light of everything we've been going through for the past while, and the impacts that the City has certainly been having to deal with on a daily basis with respect to the impacts of the Covid pandemic, the impact on businesses, the impact on the community as a whole, all the protocol and everything else, we've really, really worked hard, this community has, this City has, just trying to stay the course and make it through this time and a lot of that has included making sure that our businesses in the community stays strong and so we have a lot of interest in Farmington now and there are proposals I anticipate for redevelopment in the downtown and out of the downtown, aside from the Maxfield Training Center, coming before you, so that's encouraging as well in the coming year. So, those are the kind of things that we anticipate other than some amendments to the Zoning Ordinance that we just finished talking about and after we complete our Audit, there might be a few more things we want to take a look at. I anticipate as a Commission you'll certainly be busy this year with those kind of items.

Chairperson Majoros thanked Christiansen and opened the floor for comments from the Commissioners. Hearing none, he stated we can move on to Item 8 on the agenda.

UPDATE – CURRENT DEVELOPMENT PROJECTS

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

Majoros stated we've seen the Amoco Station at Nine and Farmington really come to fruition here, the work we did on the small four unit plaza, that façade work seems to be almost done and we've seen that, just a lot of goodness happening. But are there any

specific projects or initiatives that you'd like to note, then we'll turn it over to Commissioners as well.

Christiansen thanked Majoros and the efforts of the Planning Commission and their continuing commitment to the community as volunteers, as residents and as stewards of the community's planning and zoning, economic community development, and in particular right now redevelopment in the process, so I can't tell you how much I appreciate all of the hard work that you do individually and collectively as well. It certainly is a pleasure to be able to do that together. And what's very exciting, Mr. Chair, for those in attendance this evening, I know that sometimes public meetings may not be the most interesting or the most entertaining or the most dynamic, but we certainly try to keep it on the positive side and keep things moving forward. Did everybody see that site plan that was on the board earlier? Does everyone know where Ollie's is at, True Value Hardware, the bank across the street that's been vacant for a little bit. It's going to be, if approved this evening, if we get through the process of construction and engineering and building plans and permits, and that's where our consultants come in handy here and Mr. Clarkson is here this evening. But it's going to be a new hamburger, French fries and chicken fingers place, Savvy Sliders, a new place to have food and beverage here in Farmington and that's always pretty exciting, isn't it? So, I hope you guys took a look at that and you got to see what they were doing and that's what the Planning Commission does, it looks at plans like that and consider whether they fit with the City's plan and fit within the rules of the Ordinance we're reading, and if it does, we try to find a way to make it work, so that's pretty exciting. The other stuff, maybe not so much, right, sometimes the ordinance changes and all the rules, but you know what, you have to have good rules, right, in order to make sure that we can do the things we want to do. Good plans and good rules, so it was a pleasure having you guys here tonight, you know, watching what's going on and maybe one day you'll get to be up here or up there or be helping us all out.

Christiansen thanked Troop 345 from Alameda for attending the meeting. He went on to say what's going on in town, everybody can kind of see a lot of things that are taking place. I mentioned the bank, I mentioned this project certainly. You can see the outdoor area, the pergola enclosure for Krazy Crab is going up now and that's very exciting. The landscape area outside which has been set up, certainly that will be completed once the cold weather transitions, I have to believe it's going to be pretty cold the next couple of days. We have that going on. We talked about the Maxfield Training Center, we also have had a lot of involvement with the courthouse property on Ten Mile Road and those homes right now, going from six to eight permits out of the fourteen, that's very encouraging. So that continues on. We do have some work west of downtown, so go down Grand River, you might see old Panera Bread, they've actually been in there now, they have their permits in hand, Panera Bread is going to be repurposed as the New Farmington Grill, so it's going to be kind of a coney island grill, so that is in process right

now. You'll note Tropical Smoothie and that whole shopping center which underwent quite a bit of renovation, that's the World Wide Center, it's now complete and done and they did a really nice job there. And moving down, we see a little bit of activity at Drakeshire Plaza, you're starting to see tenancy beyond what tenant has been in place for the last round, so that's a development update for you, at least re-occupancy going on. And if we go out from there, there's been some activity behind the Comerica Bank, there's some properties there, the old Realtor's Association Building, there's a new center for autism that's coming in there, Sparks Center, and they're repurposing a building back in there, that's for your edification. And then down the way you can see a pretty good almost completion from the basement and the three floors of the retail building, at Freedom Plaza, which is very encouraging. And I can tell you we've had quite a bit of interest recently and dialogue with the owner of the Shell Gas Station and similar

to the Nine Mile Gas Station and the old Clark/Citgo, now Amoco, they are considering demolishing the structures on that site and rebuilding that service station with a brand new building, mixed use building, and new gasoline pumps there as well, so that's pretty encouraging as well. East, we have some interest along Grand River, on a couple properties, the CIA, Grand River Corridor Improvement Authority, is finishing their plan update and you should see re-investment on a parcel by parcel basis, I've had some dialogue with the owners of Uptown Plaza, about redevelopment of that center so that's in process and we have had some new inquiries about The Winery.

Chairperson Majoros opened the floor for comments and questions from the Commissioners.

Commissioner Kmetzo commented that Kevin and his team need to be commended for all the hard work that you do to try to promote Farmington for either residents to move in or businesses to come in.

Christiansen stated he appreciates the comment and it is their pleasure and it's what we're here to do. So, anything that anybody needs or has questions, please don't hesitate to contact us.

PUBLIC COMMENT

Dave Allen, 23724 Warren, inquired if there is a specific sign ordinance related to businesses and also about the Brown Dog.

Christiansen stated that the Brown Dog is a business in downtown Farmington that shut down during the pandemic but have indicated that they are coming back, that they are going to reopen this summer, fall. In their absence, there is a chocolatier using the space.

He went on to address the sign ordinance and stated there is a specific chapter, Chapter 25, in the Code of Ordinances, that relates to signs throughout the City and regulations by Zoning Districts and by type of signs, whether it's a wall sign, whether it is a ground sign, a window sign, a projecting sign, a temporary sign, all of those regulations are in that document. I would encourage you if you haven't to go to the City website, www.farmgov.com and go to the Code of Ordinances and go to Chapter 25 and take a look and see what those regulations include and if you have any questions, you can certainly contact me, my contact information is available on the website in the Economic Development and Planning Department, we have very specific regulations for all of those sign types, in particular for the downtown, both size and location, again, type of sign, number of signs, etc., and what's required. So, take a look and then certainly give me a call and I'll be happy to discuss it.

Mark Pouliot, 23973 Farmington Road, thanked the Commission for allowing Troop Pack 45 to attend the meeting and see how government works firsthand.

PLANNING COMMISSION COMMENT

None heard.

ADJOURNMENT

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

The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Secretary

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

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

Board Members Absent: Hahn

Staff Members Present: Siegrist, Peterson, Wrench, Showich-Gallup, Zitter Masindi

Staff Members Absent: None

CALL TO ORDER

The Board Meeting was called to order at 6:04 p.m. by Board President Duron-Willner.

APPROVAL OF AGENDA

MOTION by Murphy to approve the Agenda for the February 10, 2022 Board meeting, was supported by Brown.

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

Opposed: None

Motion passed.

APPROVAL OF MINUTES

MOTION by White to approve the Minutes of the Regular Board Meeting on January 13, 2022, was supported by Stryd.

Vote: Aye: Stryd, White, McClellan, Brown, Murphy

Opposed: None

Abstain: Duron-Willner, Kelly

Motion passed.

OPERATING BILLS

MOTION by Brown that the Board of Trustees approve expenditures totaling \$265,887.55 was supported by Stryd.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FINANCIAL REPORT

MOTION by Brown to receive and file the Monthly Budget for January, 2022, was supported by White.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FRIENDS' REPORT (Stacey Charlesbois)

- Solicitation letter will be going out to all residents of Farmington and Farmington Hills in April.
- Friends looking at setting up process for online donations.
- Web page is being redesigned.

-
- Amazon Smile is another way to give.
 - Gala will be June 3 at Twelve Mile. “Cool to Duel” dueling pianos will entertain.
 - Book sales likely in May and October / November.

LIBRARY DIRECTOR’S REPORT

- Supervisors are participating in a workshop series on diversity, equity, and inclusion offered through The Library Network.
- Smart goals and training and development are being integrated into evaluation of staff.
- Process of onboarding of new staff is being examined.
- Situation with ADP is not smooth. On February 9, 2022, KS told ADP she had “no confidence in their product”. Exploring options, but KS realizes FCL may have to stick with ADP.
- Relationships continue with Farmer’s Market (Little Sprouts Corner) and Korner Barber (creating window displays that overlook Grand River and Farmington).
- Supervisors agree that (hopefully) things have calmed to a point where they can again look forward and think about innovating.
- Considerations for board to get more information: EveryLibrary.org offers pro bono campaign consulting for millages. International Federation of Library Associations and Institutions (IFLA) released report naming five trends important to libraries desiring to evolve.
- Spotlight on a staff member. This month: Sarah Zitter Masindi.

FACILITIES REPORT (Donald Wrench)

- Architects have all necessary information regarding large fire door at Twelve Mile. Developing plan for next steps.
- Installing light switches at Twelve Mile so that interior lights need not be controlled with breakers will begin in March. Estimated cost: \$5,600 plus wall rebuild.
- LED light project for exteriors will continue in warmer weather.
- Drinking fountains at Liberty Street will need replacing. Estimate: \$15,147. New system would be a bottle system. Estimate does not include rebuilding wall.
- New media display panels and cases for each building entry are being studied by IT/AV Department. Estimated cost: \$8,000 for each building to install panel and case.
- On horizon:
 - Buildings: roofs, Liberty Street back porch
 - Technology: automated material handling system (conveyor), network infrastructure, new servers / move servers

COMMITTEE REPORTS

Strategic Planning (Michele Kelly)

Met on January 18 and on February 9. Committee looked at examples of RFPs for a consultant. Desire would be to coordinate any space utilization study and efforts of consultant so that these do not overlap.

As far as timeline, committee is considering “Looking to 2030” which would be seven years.

Personnel Committee (Ernie McClellan)

Met on February 9. Committee is studying organizational chart and wage structure. Draft of Non-Harassment Policy was distributed to board.

UNFINISHED BUSINESS

- Space Utilization Study - Both firms who submitted bids will be invited to present at March meeting.
- Liberty Street doors

MOTION by Kelly to approve replacement of entry doors at Liberty Street at estimated cost of \$35,000 was supported by Duron-Willner.

Vote: Aye: All in favor

Opposed: None

Motion passed.

- Covid Pay - library administration will monitor

NEW BUSINESS

- President Duron-Willner will pursue setting up board retreat.

BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS

None

CORRESPONDENCE

None

PUBLIC COMMENT

S. Charlesbois - please look at the full report from the IFLA (mentioned by KS in Director's Report).

ADJOURNMENT

MOTION by White to adjourn the Board Meeting, was supported by McClellan.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Board meeting was adjourned at 8:04 pm by President Duron-Willner. The next meeting of the Library Board is scheduled for Thursday, March 10, 2022, at 6:00 pm.

Respectfully Submitted,

Jim White

Jim White, Secretary
Library Board of Trustees



Regular City Council Meeting
7:00 p.m., Tuesday, February 22, 2022
Council Chambers
23600 Liberty Street
Farmington, MI 48335

DRAFT

REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on February 22, 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. January 18, 2022 Special
 - b. January 18, 2022 Regular
 - c. February 7, 2022 Regular
- C. Farmington Monthly Payments Report
- D. Farmington Public Safety Monthly Report
- E. Farmington Quarterly Investment Report – 12/31/21
- F. Farmington Quarterly Financial Report – 12/31/21
- G. Farmington Quarterly Financial Report Court – 12/31/21
- H. Building Department Third Quarter Report

Move to approve the consent agenda as presented.**

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Schneemann, Councilmember
SECONDER:	Taylor, Councilmember

4. APPROVAL OF REGULAR AGENDA

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

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	LaRussa, Mayor Pro Tem
SECONDER:	Schneemann, Councilmember

5. PUBLIC COMMENT

No public comment was heard.

6. NEW BUSINESS

- A. Special Event Application: VegMichigan Free Festival

VegMichigan's President, Tom Progar, requested permission to host the event which was first held in 2019. Progar noted how much his organization loved holding their event in downtown Farmington and that he felt it had been a big success that brings visitors to town and makes local businesses happy. He said that Riley Park is a wonderful space and that they hope to hold this festival every year there.

Move to approve the Special Event Application allowing VegMichigan Free Festival to be held on Sunday, Sept. 25 from 11 am until 5 pm in Riley Park and the Sundquist Pavilion.**

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Balk, Councilmember
SECONDER:	LaRussa, Mayor Pro Tem

B. Consideration to accept and approve Construction Estimate No. 3 for Farmington DPW/City Hall HVAC improvements

Superintendent Eudy recommended payment to Diversified Heating & Cooling for Phase II of the installation of two Roof Top Units (RTU) HVAC at Public Safety/City Hall and one RTU HVAC at DPW with a retainage of \$5,507. He also recommended the release of previous retainage for the Boiler Replacement.

Schneemann requested that in the future an engineer's review be obtained prior to final payment.

Move to approve Change Order No. 1 & 2, Construction Estimate No. 3 and payment of \$108,832 for the DPW/City Hall HVAC Improvements to Diversified Heating & Cooling Inc.**

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

C. Consideration to accept Change Order No. 7 and Construction Estimate No. 13 for the 2018 Farmington Roads Maintenance & Rehabilitation

Eudy requested approval for a change order to establish a separate division for the entrance improvements at Public Safety/City Hall and a payment to release retainage held by the City for multiple divisions of this contract. He said that \$500 will be retained to keep the contract open in the event City Administration determines funding is available for concrete patching this year after other road project bids are awarded.

Move to approve Change Order No. 7 & Construction Estimate No. 13 and the payment which includes the release of retainage for all divisions of \$15,993.54 for the 2018 Farmington Roads Maintenance & Rehabilitation Contract with Hartwell Cement Company.**

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

D. Approve a 2-year renewal of Cross Connection Program Contract with HydroCorp Incorporated

Eudy asked that a contract be renewed for conducting the City Water System's cross connection inspection control program which is required by the Michigan Department of Environmental Great Lakes and Energy (EGLE).

Move to approve a two (2) year renewal of Cross Connection Program Contract with HydroCorp Incorporated in the amount twenty four (24) monthly payments of \$1,078.00 (\$25,872 total contract) and allow City Administration to execute the contract documents subject to final review by the City Manager and City Attorneys.**

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

E. Consideration to authorize purchase of replacement Freightliner truck chassis

The 2023 Fiscal Year budget will potentially have funds allocated for the replacement of a DPW dump truck/salt truck. Due to limited production capabilities of the current heavy-duty truck market, there is a 12-month delivery schedule and a 6-8 month outfitting schedule. DPW dump/salt trucks are on a 16-year replacement schedule which has been extended due to the economic climate from 2007-2014. Eudy noted that purchase of the Freightliner chassis is separate from the outfitting of the chassis and a separate request for that will be made to City Council at a later date.

Schneemann asked Eudy to come back to Council if the actual price exceeds what was allowed in this motion.

Move to authorize the purchase of a 2024 Freightliner 108 SD from Wolverine Freightliner Incorporated with the speculative pricing of \$96,424. The DPW will come back before Council if the amount exceeds the \$96,424 speculative amount.**

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

F. Consideration to approve purchase of Zero-Turn Lawn Mower

Eudy requested approval for the replacement of an 8-year-old lawn mower, used to maintain municipal properties and scheduled for replacement this fiscal year. The retiring lawnmower will be listed for auction and is estimated to earn \$5,000.

Move to approve purchase of a Hustler Super Z rear discharge zero turn mower in the amount of \$11,249.00 from Munn Tractor & Lawn Incorporated.**

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

G. Consideration to approve the purchase of two 2022 Ford Police Interceptor Utility Vehicles

Director Warthman requested the purchase of two 2022 Ford Police Interceptor Utility Vehicles, which will be black in color. This purchase is part of the ongoing replacement program for public safety patrol vehicles and will be purchased with funds from the FY 2022/23 budget. Warthman stated that they would like to order the vehicles now to ensure delivery by August or September of 2022.

Schneemann asked for clarification about the cost of additional equipment to make the base vehicle operational. Warthman said that the outfitting required would be approximately between \$5,000 and \$11,000 each. In response to a question by Balk, Warthman said that the retiring vehicles would be auctioned.

Move to Approve FY 2022/23 budget request to purchase two (2) 2022 Ford Police Interceptor Vehicles from Signature Ford in the amount of \$65,458.**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Schneemann, Councilmember
SECONDER:	Taylor, Councilmember
AYES:	Taylor, Balk, Bowman, LaRussa, Schneemann

H. Amendment to Traffic Control Order – No Left Turn at EB Shiawassee at Raphael; No Left Turn at SB Raphael at Shiawassee; No Left turn at NB Raphael at Ten Mile Road During School Days

Warthman requested changes that will help with school arrival and dismissal times and will relieve congestion near Our Lady of Sorrows.

In answer to Taylor’s questions, Warthman said that previous changes in this area have been very helpful and compliance has improved congestion problems immensely.

Move to approve amendment to Chapter 8 of the Traffic Control Order amending the No Left Turn times to: EB Shiawassee at Raphael to 2:45 pm – 3:30 pm; SB Raphael at Shiawassee to 7:45 am – 8:30 am and 2:45 pm – 3:30 pm. In addition to adding a No Left Turn sign at NB Raphael at Ten Mile Road with the hours of 7:45 am – 8:30 am and 2:45 pm – 3:30 pm.**

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

7. PUBLIC COMMENT

No public comment was heard.

8. CITY COUNCIL COMMENT

Schneemann reiterated his gratitude for Department of Public Works staff for doing such a great job this winter. He said that our community outshines those around us, and that it is an ongoing source of pride for him and for the residents of Farmington. He praised Eudy and everyone at the DPW.

Bowman took a moment to note the passing of Jean Schornick, a 20+ year volunteer and docent at the Governor Warner Mansion. She was also the 2016 recipient of the Farmington Historical Commission’s Dick Carvell Award. Jean’s passing is a loss to the community, a loss to our friends at the Mansion, and Bowman expressed gratitude for time she had to know Jean, the opportunity to work with her, and to march alongside of her in so many of our parades.

Bowman also asked Council to check calendars for a possible March 9 meeting in order to allow City Engineers OHM to present a utility update.

9. ADJOURNMENT

Move to adjourn the meeting.

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Schneemann, Councilmember
SECONDER:	Taylor, Councilmember

Meeting adjourned 7:32 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, March 7, 2022
Council Chambers
23600 Liberty Street
Farmington, MI 48335

DRAFT

REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on March 7, 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
Director Weber

2. APPROVAL OF REGULAR AGENDA

Move to approve the regular agenda as presented.**

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

3. PUBLIC COMMENT

Sara Davies, 23120 Violet Street, thanked DPW Superintendent Eudy for visibility vests provided to the Beautification Committee and announced upcoming activities for her group.

4. SPECIAL EVENT APPLICATION: SOUTH FARMINGTON BASEBALL PARADE

The South Farmington Baseball League requested authorization to hold its annual parade on May 7, 2022 at 9 am. Farmington Public Safety will have three officers assist with this parade on overtime. As a general concern for all Special Event applications going forward, LaRussa asked administration to be sure that all items on applications be completely filled out.

Move to authorize the event permit for the South Farmington Baseball Parade, Saturday, May 7, 2022 at 9 am until 2 pm and have staff finalize the application with all of the information filled in.**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Balk, Councilmember
SECONDER:	LaRussa, Mayor Pro Tem

5. SPECIAL EVENT APPLICATION: OPTIMIST CHILDHOOD, HEALTH AND WELLNESS WALK

Pamela Batcho, representative of the Optimist Club, requested approval for a walk scheduled for May 21, 2022. The Club is planning to stage/register for the walk in the parking lot behind Page's. Batcho explained the planned procedure for the event and described what it would fund the childhood health and wellness programs of the Optimist Club.

Move to approve the Farmington Hills Optimist Club special event application for a Childhood Health and Wellness Walk on Saturday, May 21, 2022 through City of Farmington neighborhoods as proposed in the submitted map.**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taylor, Councilmember
SECONDER:	Balk, Councilmember

6. SPECIAL EVENT APPLICATION: THE GREAT FARMINGTON CLEANUP

Sarah Davies of Keep Farmington Beautiful requested permission to assemble volunteers who will go throughout the whole City of Farmington picking up trash left over from the winter months. In 2021, this event had more than 218 people participate.

Move to approve the Special Event Application for the Great Farmington Cleanup to utilize Riley Park and the Sundquist Pavilion on Saturday April 30, 2022 from 8 a.m. until 2 p.m.**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Balk, Councilmember
SECONDER:	Taylor, Councilmember

7. SPECIAL EVENT APPLICATION: MEMORIAL DAY PARADE

Council was asked to approve a parade which traditionally travels down Grand River Avenue from the American Legion Hall to Memorial Park and will be hosted by the Groves Walker American Legion Post 346 and the Xemplar Club.

Move to approve the Special Event Application for the 2022 Memorial Day Parade on Monday, May 30 from 10 until 11:15 a.m. with an open house to follow at the Legion parking lot until 6 p.m. **

RESULT:	APPROVED [UNANIMOUS]
MOVER:	LaRussa, Mayor Pro Tem
SECONDER:	Balk, Councilmember

8. COST PARTICIPATION AGREEMENT WITH RCOC ON THE FARMINGTON ROAD STREETScape

City Manager Murphy explained that the RCOC (Road Commission of Oakland County) has agreed to participate in the cost of the road work portion of the Farmington Road Streetscape project, agreeing to provide \$150,000 toward the actual road rehabilitation and allow the City to use its Tri-Party money for the project and to advance the 2023 and 2024 Tri-Party money for use on the project. The agreement is the County’s standard form and has been reviewed by the City Attorney’s office.

Move to approve the Cost Participation Agreement with RCOC (the Road Commission of Oakland County) as proposed in the amount of \$1,200,000.**

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

9. OTHER BUSINESS

Murphy asked to go ahead with joining Farmington Hills in their use of Telnet, as the City's current provider, TDS, will stop existing in May. He reminded Council of the failure of the current phone system last year, and stated that City Hall should not have to go through the cost and disruption of that again. He said that the City could probably go through AT&T on a monthly basis until Telnet could be utilized, as cables will have to be replaced. He requested permission to look into going directly with Telnet for new phone service for City Hall and noted that Farmington Hills had already put the services out to bid, chosen Telnet, and that Farmington Hills IT Department would also be able to help service the system. Council directed Murphy to go ahead with his inquiries.

Murphy also asked Council to consider what they would like to see as a replacement for City issued iPads that are past their life expectancy and beginning to fail. He mentioned Surface Pros, laptops, or other tablets. He requested that councilmembers contact him with their preferences soon.

10. PUBLIC COMMENT

No public comment was heard

After brief discussion, a motion was made to change the order of the next two items.

Move to amend the agenda to swap Items 11 and 12.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taylor, Councilmember
SECONDER:	Balk, Councilmember

11. COUNCIL COMMENT

Balk reported on prospective Arts Commission display selections for City Hall.

Bowman thanked Council for their response with Boards and Commissions updates. She laid out the new process for committee updates in upcoming months, including appointments needed. She also said she was looking forward to the State of the Cities event on March 10, 2022 at The Hawk.

12. ENTER CLOSED SESSION TO CONSIDER THE ACQUISITION OF PROPERTY

Move to enter closed session to consider the acquisition of property.

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

Council entered closed session at 7:33 pm.

Bowman called a brief recess until 7:38 pm.

Move to exit closed session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	LaRussa, Mayor Pro Tem
SECONDER:	Taylor, Councilmember

Council exited closed session at 7:52 p.m.

13. ADJOURNMENT

Move to adjourn the meeting.

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Taylor, Councilmember
SECONDER:	Balk, Councilmember

Meeting adjourned 7:53 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.

Farmington City Council Agenda Item	Council Meeting Date: March 21, 2022	Item Number 3C	
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Monthly Payments Report – February 2022			
<u>Proposed Motion</u> Approve Farmington Monthly Payments Report – February 2022			
<u>Background</u> See attachment			
<u>Materials Attached</u> AP Monthly Payments Report 022822			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

MONTH OF FEBRUARY 2022

FUND #	FUND NAME	AMOUNT:
101	GENERAL FUND	\$ 231,539.79
202	MAJOR STREET FUND	\$ 10,900.15
203	LOCAL STREET FUND	\$ 15,308.53
401	CAPITAL IMPROVEMENT MILLAGE	\$ 70,950.86
592	WATER & SEWER FUND	\$ 293,918.68
595	FARMINGTON COMMUNITY THEATER FUND	\$ 24,789.05
640	DPW EQUIPMENT REVOLVING FUND	\$ 16,234.25
701	AGENCY FUND	\$ 10,978.05
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 24,499.39
	TOTAL CITY PAYMENTS ISSUED:	\$ 699,118.75
136	47TH DISTRICT COURT FUND	\$ 403,684.07
244	CORRIDOR IMPROVEMENT AUTHORITY FUND	\$ 4,276.79
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 25,808.69
	TOTAL OTHER ENTITIES PAYMENTS ISSUED:	\$ 433,769.55
	TOTAL PAYMENTS ISSUED	\$ 1,132,888.30

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

CITY OF FARMINGTON - ACH PAYMENTS REPORT

MONTH OF FEBRUARY 2022

<u>TRANSFER FROM:</u>	<u>TRANSFER TO:</u>	<u>DESCRIPTION:</u>	<u>AMOUNT:</u>
Agency Tax	Farmington Public Schools	Tax Payment #18	169,024.96
Agency Tax	Oakland County	Tax Payment #18	35,144.45
Agency Tax	Farmington Comm. Library	Tax Payment #18	10,156.65
Agency Tax	Farmington Public Schools	Tax Payment #19	246,385.67
Agency Tax	Oakland County	Tax Payment #19	51,004.04
Agency Tax	Farmington Comm. Library	Tax Payment #19	15,111.80
Agency Tax	Farmington Public Schools	Tax Payment #20	258,375.52
Agency Tax	Oakland County	Tax Payment #20	61,086.13
Agency Tax	Farmington Comm. Library	Tax Payment #20	17,999.05
Agency Tax	Farmington Public Schools	Tax Payment #21	165,269.27
Agency Tax	Oakland County	Tax Payment #21	41,262.89
Agency Tax	Farmington Comm. Library	Tax Payment #21	11,920.21
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	314,324.52
General Fund	Federal Gov't	W/H & FICA Payroll	80,533.84
General Fund	MERS	January Transfer	97,137.29
General Fund	MERS HCSP	January Transfer	5,474.24
General Fund	ICMA	ICMA Plans - City & Dept. Hea	21,470.54
General Fund	Total Administrative Services Corp.	Flexible Spending Accounts	1,990.60
TOTAL CITY ACH TRANSFERS			1,603,671.67
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	87,832.85
Court Fund	Federal Gov't	W/H & FICA Payroll	28,732.80
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	1,479.18
Court Fund	ICMA	Health Savings/401 Accounts	11,686.63
Court Fund	The HSA Authority	Health Savings Account	530.76
TOTAL OTHER ENTITIES ACH TRANSFERS			130,262.22



FARMINGTON PUBLIC SAFETY DEPARTMENT

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

Ted Warthman, Public Safety Director



MONTHLY PUBLIC SAFETY REPORT February 2022

Larceny from Auto

On February 8th officers responded to the 7-11 on Grand River Avenue for a report of a purse stolen from the front seat of a parked vehicle. Upon arrival, officers interviewed the victim who advised that she had parked her vehicle at pump #7 and pumped gas into her vehicle. The victim went into the store to purchase some items and when she returned, she noticed that her purse was missing from the front seat of her unlocked vehicle. The incident was turned over to the detective bureau for further investigation.

Fraud

On February 9th a Farmington Road resident came into the police department to report that he was the victim of a fraud. The victim advised that he had received a message on his computer advising that illegal child pornography was found on his computer and that he needed to call Microsoft at a certain phone number. The victim called the phone number and was told that his computer had been hacked and that he needed to provide \$9,000 to the suspect in Home Depot gift cards. The victim did as he was instructed and realized that he was the victim of a fraud. The case was turned over to the detective bureau for further investigation.

Larceny in a Building

On February 10th an officer responded to the Brookdale Condominium complex for a report of a stolen boiler system. Upon arrival the officer learned from the maintenance employee that he was receiving complaints of no heat in several of the buildings. Upon arrival the maintenance employee discovered that the boiler had been removed by an unknown suspect. The incident was turned over to the detective bureau for further investigation.

Larceny in a Building

On February 12th the money card machine from the Farmington Place Apartment laundry room was found in the Shiawassee Park with all the money missing from it. Further investigation revealed that at approximately 4:26 AM three males in a pickup truck had stolen the money card machine from the building and then drove it to the park where they forced the machine open to take the cash. The incident was turned over to the detective bureau for further investigation.

MONTHLY PUBLIC SAFETY REPORT

February 2022

Wires Down

On February 16th officers responded to the 32000 block of Chesley Drive for a report of a truck boom that had struck overhead wires. Upon arrival, officers learned that a construction truck with its boom fully extended had driven under some overhead wires, pulling them down as the truck drove down the street. Officers turned the scene over to DTE Energy.

Hit and Run Crash

On February 17th an officer responded to the area of Grand River Avenue and Shiawassee for a hit and run crash. Upon arrival, the officer learned from the victim that he had been driving on Shiawassee when he was struck by another vehicle. The victim pulled to the side of the road and noticed that the other driver took off from the scene. The officer was able to locate the at-fault driver at his home in Farmington Hills. The at-fault driver was cited for leaving the scene of an accident.

Assault and Battery

On February 21st officers responded to the Al-Haramain International Foods on Orchard Lake Road for a report of an assault. Upon arrival, officers learned from the victim that the suspect had brought in meat to the store so that the victim, an employee at the store, would butcher the meat. When the victim was done, the suspect did not like the price that the victim was going to charge so the suspect began pushing the victim several times. The victim wanted to press charges for the assault, so the suspect was issued a citation for the crime.

Catalytic Converter Thefts

On February 22nd an officer responded to Granite Creations on Nine Mile Road for a report of 8 vehicles which had their catalytic converters removed. Upon arrival, the officer learned that sometime overnight an unknown suspect stole the catalytic converters off of several vehicles that were stored at the property. Evidence was collected at the scene, which was turned over to the Oakland County Sheriff Office Crime Lab for processing. The incident is under investigation.

Hazardous Conditions

On February 24th officers and Engine 1 responded to a home on Laurelwood for a report of a loud explosion. Upon arrival officers learned that the gas meter from a home had exploded and separated from the home. Officers were able to shut off the gas supply and the scene was turned over to Consumers Energy who is investigating the cause.

Flee and Elude

On February 27th officers learned via radio dispatch that unknown suspects appeared to be stealing catalytic converters from rental trucks parked at the Penske Dealer on Grand River Avenue in the City of Farmington Hills. Officers responded to the area to assist the Farmington Hills Police Department and observed two males in a red Ford Taurus exit the parking lot at a high rate of speed. The suspects exited by going over the curb and nearly striking the responding officer. Officers initiated a pursuit but terminated it at Grand River Ave and Beech Daly because the suspect vehicle was driving in a reckless manner at 90+ miles per hour.

MONTHLY PUBLIC SAFETY REPORT

February 2022

Resist/Obstruct Officer

On February 28th a Sergeant on patrol observed a vehicle with a 2-year-old expired license plate on Power Road near Grand River Avenue. As the Sergeant attempted to stop the vehicle, the vehicle pulled into a residential driveway on Power Road. The driver of the vehicle got out of the driver's seat of the vehicle and began walking to the front door of the home as the Sergeant was ordering the driver to stop. The driver refused to comply with the Sergeant's commands and began to open the door to the residence. At that point the Sergeant grabbed onto the driver to prevent him from going into an unknown home. The driver began fighting with the Sergeant, so the Sergeant utilized his taser. The driver surrendered and was taken into custody with no further issue. The driver felt that he was being harassed because he had already received a citation for the expired plate a few weeks prior by another police agency, therefore he felt he did not need to comply with any police orders. The man was charged with obstructing/resisting an officer and housed at the Farmington Jail.

Larceny from Auto

On February 28th officers responded to the Drakeshire Apartment Complex for a report of a steering wheel stolen from a vehicle. Upon arrival officers learned that the vehicle had been parked in the parking lot overnight and when the owner came out to his car, he found that his window was smashed and the steering wheel missing. Evidence was collected on scene and the incident was forwarded to the detective bureau for further investigation.

February Department Training

Fire Training – Department members participated in a three-hour block of self-contained breathing apparatus (SCBA) and search and rescue training.

MONTHLY PUBLIC SAFETY REPORT
February 2022

FEBRUARY 2022 ABBREVIATED CRIME REPORT

Crime Part	Crime Category	Feb-2022	Jan-2022	Percent Change	YTD 2022	YTD 2021	Percent Change
A	ASSAULT - AGGRAVATED	0	1	-100.0%	1	2	-50.0%
A	ASSAULT - SIMPLE	2	5	-60.0%	7	2	250.0%
A	DAMAGE TO PROPERTY	2	3	-33.3%	5	1	400.0%
A	DRUG OFFENSES	2	0	-	2	2	0.0%
A	EMBEZZLEMENT	2	0	-	2	1	100.0%
A	FRAUD	2	4	-50.0%	6	7	-14.3%
A	INTIMIDATION / STALKING	1	1	0.0%	2	0	-
A	LARCENY - ALL OTHER	1	2	-50.0%	3	0	-
A	LARCENY - FROM AUTO (LFA)	4	3	33.3%	7	6	16.7%
A	LARCENY - RETAIL FRAUD	0	1	-100.0%	1	0	-
A	SEX CRIME (VIOLENT)	1	0	-	1	0	-
A	WEAPONS OFFENSE	0	2	-100.0%	2	1	100.0%
A	Total	17	22	-22.7%	39	22	77.3%
B	LIQUOR LAW VIOLATION	0	1	-100.0%	1	2	-50.0%
B	OBSTRUCTING JUSTICE	2	1	100.0%	3	1	200.0%
B	OBSTRUCTING POLICE	2	0	-	2	0	-
B	OUI OF LIQUOR / DRUGS	6	4	50.0%	10	9	11.1%
B	PUBLIC PEACE	0	0	-	0	1	-100.0%
B	Total	11	6	83.3%	17	15	13.3%
C	ACCIDENT	20	23	-13.0%	43	33	30.3%
C	ALL OTHER OFFENSES	700	751	-6.8%	1,451	663	118.9%
C	CITATION	24	33	-27.3%	57	23	147.8%
C	FAMILY OFFENSE	2	9	-77.8%	11	10	10.0%
C	MISSING PERSON / RUNAWAY	1	1	0.0%	2	1	100.0%
C	SUSPICIOUS	37	62	-40.3%	99	76	30.3%
C	WARRANT	10	18	-44.4%	28	14	100.0%
C	Total	794	897	-11.5%	1,691	820	106.2%

Farmington City Council Staff Report	Council Meeting Date: March 21, 2022	Item Number 3E
Submitted by: Melissa Andrade, Assistant to the City Manager		
Agenda Topic: Board and Commission reappointments		
<p>Proposed Motion: Approve the following Board and Commission reappointments:</p> <ul style="list-style-type: none"> • Planning Commission: Steve Majoros, Miriam Kmetzo and Daniel Westendorf for terms ending 6.30.2024 • Grand River Corridor Improvement Authority: Mark Accettura, Richard Graham and Patrick Thomas for terms ending 3.31.2024 • Board of Review: Liam Healy for a term ending 12.31.2024 • Commission on Aging: Nancy Cook for a term ending 6.30.2024 • Zoning Board of Appeals: Matt Schiffman and Paul Bertin for terms ending 6.30.2024 • Community Health: Alexander Mott for a term ending 12.31.2024 • Brownfield Redevelopment Committee: Chuck Eudy, Kevin Christiansen, Joe LaRussa, Kate Knight and David Murphy for terms ending 2.28.2025 		
<p>Background: The terms of these board and commission members expired in 2021, with the exception of the Brownfield Redevelopment Commission; those terms expired on 2.28.2022. They are up for reappointment. All have expressed interest in reappointment.</p>		
Materials:		

Farmington City Council Staff Report	Council Meeting Date: March 21, 2022	Item Number 3F
Submitted by: Melissa Andrade, Assistant to the City Manager		
Agenda Topic: Brownfield Redevelopment Appointment		
Proposed Motion: Appoint Greater Farmington Area Chamber of Commerce Executive Director Susan Arlin to the Farmington Brownfield Redevelopment Authority for a 3-year term ending 2.28.2025		
Background: Traditionally, the Chamber of Commerce Director is appointed to the Brownfield Redevelopment Authority. Former member, Conor Osborn left the Authority upon resigning from the Chamber. Susan Arlin is the new Chamber Director.		
Materials:		

Farmington City Council Staff Report	Council Meeting Date: March 21, 2022	Item Number 3G
Submitted by: Economic and Community Development Director Kevin Christiansen		
<u>Agenda Topic:</u> City of Farmington 2021 Small eCities Program Recognition		
<u>Proposed Motion:</u> N/A - informational		
<u>Background:</u> The City of Farmington has again been recognized by the UM Dearborn eCities Program as a 5-Star-Award-Winning Community for its Economic and Community Development efforts. We also received this recognition in 2020. In 2019, we received a 4-star rating.		
<u>Materials:</u>		



Media Release

For Immediate Release

Contact: Melissa Andrade, Assistant to the City Manager

Email: mandrade@farmgov.com

UM-Dearborn's iLabs' eCities research recognizes the City of Farmington for supporting business in their community

Farmington, MI (March 18, 2022) – The City of Farmington has been recognized for its successes and efforts in contributing to Michigan's entrepreneurial growth and economic development in the annual eCities study conducted by researchers at iLabs, University of Michigan-Dearborn's Center for Innovation Research. Farmington was honored as a five-star community along with 97 other communities across the state.

"The city of Farmington is again pleased and proud to be recognized by UM-Dearborn as an eCities 5-Star Community. All of the effort and hard work by the team of city leaders and stakeholders focused on economic development and growth in the city continues to pay dividends for Farmington. The city's continuing partnership with its property owners, entrepreneurs and the overall business community is strengthened by this recognition and allows everyone's economic interests to move forward," said Kevin Christiansen, Farmington Economic and Community Development Director. "Being certificated as a MEDC Redevelopment Ready Community and recognized as an eCities 5-star city, both in 2021, sets Farmington apart as a place to be and to do business."

The eCities study analyzed publicly available data from 277 communities from 54 counties in Michigan. Researchers focused on the five-year changes in property values, community assets, and tax rates, which can demonstrate the growth, investments, and cost of doing business within the community. For example, over the five-year period of 2016-2020, these communities increased their capital assets by an average of 2.9 percent per year by investments such as park facilities, water and sewer infrastructure projects, and emergency vehicles, while property tax rates increased by less than 3 percent on average per year.

Although accounting for less than 20 percent of the State's cities and townships, the 277 communities analyzed are home to 71 percent of Michigan's population and 86 percent of the state's commercial property. "Each year, the eCities project aims to highlight the successes and

continued commitment of cities and townships to grow business and support entrepreneurship within their communities,” said Kari Kowalski, iLabs project manager.

###

LINKS:

eCities homepage:

<https://umdearborn.edu/cob/business-community/ilabs-center-innovation-research/entrepreneurship/ecities>

List of all four-star communities:

<https://drive.google.com/file/d/1i2DeeZ1mE2ofxCYTkWG31DJ2GOWOgMco/view?usp=sharing>

List of all five-star communities:

https://drive.google.com/file/d/1IHhrRxx1J2wbQuyyg9i8H20j_MEr4wNI/view?usp=sharing

eCITIES 2021 5-STAR COMMUNITIES



- | | | |
|------------------------------|--------------------------------|---------------------------------|
| City of Albion | City of Grosse Pointe Woods | Charter Township of Oxford |
| Allendale Charter Township | City of Hamtramck | Paradise Township |
| Antwerp Township | Harrison Charter Township | Pere Marquette Charter Township |
| Armada Township | City of Hazel Park | City of Perry |
| Atlas Township | Highland Charter Township | Plainfield Charter Township |
| Bangor Charter Township | City of Holland | Port Huron Charter Township |
| Benton Charter Township | City of Houghton | City of Portage |
| City of Berkley | City of Hudsonville | City of Reading |
| City of Birmingham | City of Ironwood | City of Richmond |
| Byron Township | City of Laingsburg | City of Rochester |
| Caledonia Charter Township | City of Lansing | City of Rochester Hills |
| Cascade Charter Township | City of Lapeer | City of Romulus |
| Chesaning Township | Lawrence Township | City of Royal Oak |
| City of Davison | Leighton Township | Shelby Charter Township |
| City of Dearborn | Leoni Township | Springfield Charter Township |
| Delta Charter Township | City of Litchfield | City of St. Clair |
| City of Detroit | Macomb Township | City of St. Johns |
| Dewitt Charter Township | Manchester Township | City of St. Louis |
| City of East Grand Rapids | City of Marquette | City of Sterling Heights |
| City of East Lansing | Milford Charter Township | Superior Charter Township |
| City of Farmington | Mount Morris Charter Township | Sylvan Township |
| City of Farmington Hills | Charter Township of Mundy | Texas Charter Township |
| Charter Township of Fenton | City of New Baltimore | Thomas Township |
| City of Ferndale | City of Niles | City of Troy |
| Charter Township of Garfield | Charter Township of Northville | Tyrone Township |
| Georgetown Charter Township | City of Novi | City of Utica |
| City of Grand Blanc | City of Oak Park | Vassar Township |
| Grand Haven Charter Township | Oakland Township | City of Walker |
| City of Grand Rapids | Oceola Township | Washington Charter Township |
| Green Oak Charter Township | Orion Charter Township | Waterford Township |
| City of Grosse Pointe | Oshtemo Charter Township | City of Wixom |
| City of Grosse Pointe Farms | City of Owosso | City of Wyoming |
| City of Grosse Pointe Park | | City of Ypsilanti |

Farmington City Council Staff Report	Council Meeting Date: March 21, 2022	Item Number 6A
Submitted by: Melissa Andrade, Assistant to the City Manager		
Agenda Topic: Beautification Committee interviews		
Proposed Motion: None at this time.		
<p>Background: There is one vacancy on the Beautification Committee Board. We are interviewing three candidates who have applied.</p> <p>Beautification is a 3-year term. This is a new board position, so the term would expire June 30, 2025.</p> <p>The committee meets the second Tuesday of the month at 6 p.m.</p> <p>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</p>		
Materials: Applications of Colleen Coogan, Lynne Mullins, Christina Clark		

PLEASE CIRCLE YOUR PREFERENCE(S)

- A. Commission on Aging
- B. Arts Commission
- C. Beautification Committee*
- D. Board of Review
- E. Charter Review Committee
- F. Commission on Children, Youth & Families
- G. Construction Board of Appeals
- H. Downtown Development Authority
- I. Emergency Preparedness Committee
- J. Friends of the Governor Warner Mansion
- K. Grand River Corridor Improvement Authority
- L. Historical Commission
- M. Library Board of Directors
- N. Parking Advisory Committee
- O. Planning Commission
- P. Zoning Board of Appeals

*City of Farmington residency not required

EDUCATION ACHIEVEMENT

Central Michigan Univ	Accounting	1985
Name of College/University	Degree	Year Attained

Name of College/University	Degree	Year Attained
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Name of Institution/High School	Diploma/Certificate	Year Attained
---------------------------------	---------------------	---------------

(Degree or advance education is not required for appointment consideration)

EMPLOYMENT/PROFESSIONAL EXPERIENCE

Please describe your professional qualifications and/or employment experience.

Current Business Owner of The Woodhill Group
 - accounting + financial reporting consulting firm that focuses on municipalities in Michigan

35 years of experience in accounting, budgeting
 financial reporting

COMMUNITY/PUBLIC SERVICE EXPERIENCE

Please describe you previous experience with community-based organizations or other volunteer activities.

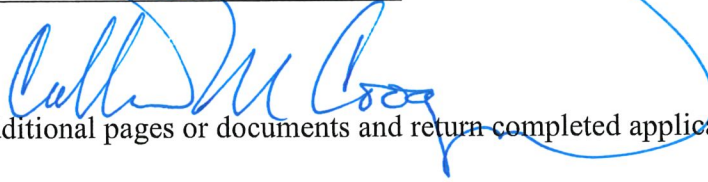
Board member various non-profits.
 Educational presenter on various accounting topics
 Sponsor of butterfly garden at a small library in Oakland County
 DDA board treasurer
 Interlocal Trailway Authority board member

SPECIAL SKILLS AND ABILITIES

Please describe any special skills, abilities, talents, etc., that you are willing to share.

- Public Speaker
- Familiar with local government rules + regulations + can help interpret or explain those.
- Ability to lead meetings within specified time constraints
- Gardening enthusiast

Applicant signature



Please attach any additional pages or documents and return completed application to:

City of Farmington
c/o City Manager's Office
23600 Liberty Street
Farmington, Michigan 48335
(248) 474-5500 extension 2221



The City of Founded 1824

FARMINGTON

APPLICATION FOR CITY OF FARMINGTON BOARDS, COMMISSIONS AND COMMITTEES

Thank you for your interest in serving the City of Farmington as an appointed public representative.
Applications will be maintained on file for future consideration

Date: 3/8/22

Name: Mouns Lynne Marie
Last First Middle

Home Address: ~~XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX~~ Farmington 48336
Number & Street City Zip

Home Telephone: ~~XXXXXXXXXXXXXXXXXXXXXXXXXXXX~~ Voting Precinct: _____

Email: ~~XX~~

Employer: Staples Advantage

Business Address: _____ Livonia _____
Number & Street City Zip

Business Telephone: 734-452-4717

Have you been a resident of Farmington for the past 12 months? Yes

Please state your reasons for volunteering to serve our community as an appointed public representative.

PLEASE CIRCLE YOUR PREFERENCE(S)

- A. Commission on Aging
- B. Arts Commission
- C. Beautification Committee*
- D. Board of Review
- E. Charter Review Committee
- F. Commission on Children, Youth & Families
- G. Community Health Commission
- H. Construction Board of Appeals
- I. Downtown Development Authority
- J. Emergency Preparedness Committee
- K. Friends of the Governor Warner Mansion
- L. Grand River Corridor Improvement Authority
- M. Historical Commission
- N. Innovation, Energy and Environmental Sustainability Committee
- O. Library Board of Directors
- P. Parking Advisory Committee
- Q. Planning Commission
- R. Zoning Board of Appeals

*City of Farmington residency not required

EDUCATION ACHIEVEMENT

NYU	MS	2009
Name of College/University	Degree	Year Attained
OAKLAND	BS	1989
Name of College/University	Degree	Year Attained
Redford Union HS	Diploma/Certificate	Year Attained
Name of Institution/High School	Diploma/Certificate	Year Attained

(Degree or advance education is not required for appointment consideration)

EMPLOYMENT/PROFESSIONAL EXPERIENCE

Please describe your professional qualifications and/or employment experience.

I have been in account management for several years, and have worked in several office buildings that devote resources to making their community better. Social Media Fluent. I am owner of Detroit Gourmet Nut Company and have worked Farmington Farmers Mkt for 5 years

COMMUNITY/PUBLIC SERVICE EXPERIENCE

Please describe you previous experience with community-based organizations or other volunteer activities.

I have been a board member of Kickstart Farmington for 7 years and I help to put on the Greater Farmington - Film Festival since the first one. I have been a community garden plot leasee (?) for over five years in Farmington. "Grow Farmington"

SPECIAL SKILLS AND ABILITIES

Please describe any special skills, abilities, talents, etc., that you are willing to share.

I enjoy landscaping and community events, as well as art and music. I also enjoy writing articles and press releases.

Lynne Mullins

Applicant signature

Please attach any additional pages or documents and return completed application to:

City of Farmington
c/o City Manager's Office
23600 Liberty Street
Farmington, Michigan 48335
(248) 474-5500 extension 2221



The City of  Founded 1824

FARMINGTON

APPLICATION FOR CITY OF FARMINGTON BOARDS, COMMISSIONS AND COMMITTEES

Thank you for your interest in serving the City of Farmington as an appointed public representative.
Applications will be maintained on file for future consideration

Date: MARCH 15, 2022

Name: CLARK CHRISTINA
Last First Middle

Home Address: [REDACTED] FARMINGTON 48336
Number & Street City Zip

Home Telephone: [REDACTED] Voting Precinct: # 2

Email: [REDACTED]

Employer: S. STERLING CO

Business Address: 29650 GRAND RIVER FARM HILLS 48336
Number & Street City Zip

Business Telephone: 248-473-8660

Have you been a resident of Farmington for the past 12 months? YES

Please state your reasons for volunteering to serve our community as an appointed public representative.

I BELIEVE BEING HANDS ON WITH THE
BEAUTIFICATION COMMITTEE WILL BE A
GREAT PLACE TO SHARE MY KNOWLEDGE
AND BECOME A BIGGER, BETTER PART OF
FARMINGTON.

PLEASE CIRCLE YOUR PREFERENCE(S)

- A. Commission on Aging
- B. Arts Commission
- C. Beautification Committee*
- D. Board of Review
- E. Charter Review Committee
- F. Commission on Children, Youth & Families
- G. Community Health Commission
- H. Construction Board of Appeals
- I. Downtown Development Authority
- J. Emergency Preparedness Committee
- K. Friends of the Governor Warner Mansion
- L. Grand River Corridor Improvement Authority
- M. Historical Commission
- N. Innovation, Energy and Environmental Sustainability Committee
- O. Library Board of Directors
- P. Parking Advisory Committee
- Q. Planning Commission
- R. Zoning Board of Appeals

*City of Farmington residency not required

EDUCATION ACHIEVEMENT

OAKLAND COMM. COL.	INTERIOR DESIGN	2014
Name of College/University	Degree	Year Attained
OAKLAND COMM. COL.	GRAPHIC DESIGN	2018
Name of College/University	Degree	Year Attained
FARMINGTON HIGH	DIPLOMA	1999
Name of Institution/High School	Diploma/Certificate	Year Attained

(Degree or advance education is not required for appointment consideration)

EMPLOYMENT/PROFESSIONAL EXPERIENCE

Please describe your professional qualifications and/or employment experience.

CURRENTLY I AM AN OFFICE MANAGER FOR AN AUTO PARTS DISTRIBUTOR. AS A FORMER PROFESSIONAL INTERIOR DESIGNER AND GRAPHIC DESIGNER I USE MY EDUCATION AND SKILLS TO TAKE SPACES AND MAKE THEM MORE AESTHETICALLY PLEASING AND MORE USEFUL SPACES

COMMUNITY/PUBLIC SERVICE EXPERIENCE

Please describe your previous experience with community-based organizations or other volunteer activities.

I HAVE VOLUNTEERED FOR SEVERAL YEARS FOR THE HARVEST MOON FEST IN DOWNTOWN FARMINGTON. I LOOK FORWARD TO VOLUNTEERING FOR THE FARMINGTON FARMERS MARKET THIS SUMMER FOR THE FIRST TIME

SPECIAL SKILLS AND ABILITIES

Please describe any special skills, abilities, talents, etc., that you are willing to share.

I AM A SELF TAUGHT GARDENER, DIY-ER, AND A
LIFELONG LEARNER. I WOULD LOVE TO SHARE
MY DESIGN SKILLS AND GARDENING & LANDSLAPING
SKILLS WITH THE COMMUNITY.



Applicant signature

Please attach any additional pages or documents and return completed application to:

City of Farmington
c/o City Manager's Office
23600 Liberty Street
Farmington, Michigan 48335
(248) 474-5500 extension 2221

**Farmington City Council
Staff Report**

Council Meeting Date:
March 21, 2022

**Reference
Number
6B**

Submitted by:
Charles Eudy, Superintendent

Description:
Consideration of State Trunkline Performance Resolution allowing annual and individual permitting applications.

Requested Action
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.

Background
The City of Farmington has a 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. The City of Farmington is responsible for the winter maintenance only from Gill Road west to Halstead Road. The Michigan Department of Transportation (MDOT) reimburses 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 install 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.

The attached resolution needs to specify individuals within the City Administration that are authorized to apply for the right-of-way permits. This would include the Public Safety Director, Public Works Superintendent, Public Safety Assistant Director, Public Works Assistant Superintendent, and City Engineer with Orchard Hiltz and McCliment.

Financial Impact

The City has historically received between \$50,000 and \$80,000 per year to maintain Grand River within the City limits. The amount will vary depending on weather conditions and other maintenance issues.

Materials: Resolution

PERFORMANCE RESOLUTION FOR MUNICIPALITIES

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____

 (Name of Board, etc.)

of the _____ of _____

 (Name of MUNICIPALITY) (County)

at a _____ meeting held on the _____ day
 of _____ A.D. _____.

Signed

Title

Print Signed Name

**Farmington City Council
Staff Report**

**Council Meeting
Date:** 3-21-22

**Item
Number
6C**

Submitted by: David Murphy, City Manager

Agenda Topic: Amendment to Verizon Lease Agreement for 108 Farmington & Freedom and Memorandum of Lease

Proposed Motion:

Motion 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.

Background:

The City entered into a Lease Agreement with New Par d/b/a/ Verizon on September 10, 2009. The Lease allows Verizon to operate equipment on the ground to service its antenna located on the adjacent AT&T tower. Verizon is proposing an amendment to the Lease to extend the term to add four automatic renewal terms of five years each. This amendment ended is expected to run and cease concurrently with the tower lease.

Verizon pays the City \$1,035 each month under the Lease, equal to an annual rate of \$12,420. Historically, rent has increased under the Lease once every five-year term. Under the Lease Amendment, Verizon will pay the City a monthly rent of \$1,250 for the first five years of the Agreement, which is an annual rent of \$15,000 and an increase of over 15% from the current amount. Rent will increase by 15% for each of the three additional five-year renewal periods.

Verizon is requesting that the City approve the Restatement and First Amendment to the Lease Agreement and execute a Memorandum of the Restatement and First Amendment to the Lease Agreement for recording purposes only.

MATERIALS:

Restatement and First Amendment to the Lease Agreement
Memorandum of the Restatement and First Amendment to the Lease Agreement

**RESTATEMENT AND FIRST AMENDMENT TO LEASE AGREEMENT BETWEEN
CITY OF FARMINGTON
NEW PAR d/b/a VERIZON WIRELESS LEASE**

This Restatement and First Amendment to Ground Lease Agreement is made this _____ day of _____, 2022 by and between City of Farmington, a Michigan municipal corporation, with an address 23600 Liberty Street, Farmington, Michigan 48335, hereinafter designated LESSOR and Cellco Partnership d/b/a Verizon Wireless, with its principal office located at One Verizon Way, Mail Stop 4AW100 Basking Ridge, New Jersey 07920, hereinafter designated LESSEE. The LESSOR and LESSEE are at times collectively referred to hereinafter as the “Parties” or individually as the “Party.”

The Parties or their predecessors in interest entered into that certain Lease dated September 10, 2009 (“Lease.”) The Parties hereby restate the terms and conditions of the Lease as if fully set forth herein. The overall parcel upon which Lessee’s project and Leased Parcel is located is described on the attached Exhibit A.

Lessee herein is the proper successor in interest to New Par d/b/a Verizon Wireless.

The Parties hereto agree to amend the Lease as follows:

1. **Renewal Term(s).** The Parties hereby amend Paragraph 4 of the Lease to include four (4) additional automatic renewal terms (“Additional Renewal Terms”) of five (5) years each, subject to the terms and conditions as set forth in the Lease beginning at the expiration date of the Lease.
2. **Rent.** The Parties hereby amend Paragraph 5 of the Lease, to include the Rental during Extension Terms. The monthly rent shall be:

<u>Monthly rent</u>	<u>Period</u>
\$1,250.00	First Additional Renewal Term ¹
\$1,437.50	Second Additional Renewal Term
\$1,653.13	Third Additional Renewal Terms
\$1,901.09	Forth Additional Renewal Term

¹ Increased rent shall begin on the first of the month after full execution of this First Amendment to the Lease .
Verizon Site 108 Farmington & Freedom
Verizon ID: 138995

3. Notice Address: The Parties hereby amend Paragraph 25 of the Lease to update Lessee's notice address to:

Cellco Partnership d/b/a Verizon Wireless
180 Washington Valley Road
Bedminster, New Jersey 07921
Attn: Network Real Estate

5. Except as amended by this Restatement and First Amendment to Lease Agreement all provisions of the original ground Lease shall remain in full force and effect. To the extent there is conflict between the Lease and this Restatement and First Amendment, the Restatement and First Amendment shall control.

6. Recorded Memorandum. Lessor agrees to execute a Memorandum of the Restatement and First Amendment to Lease Agreement, which Lessee may record with the appropriate recording officer. The date set forth in the Memorandum of Lease is for recording purposes only and bears no reference to commencement of either Term(s) or rent payments.

[remainder of this page intentionally blank; signatures appear on following page]

IN WITNESS WHEREOF, the parties have executed this Restatement and First Amendment to Lease Agreement as of the date and year set forth below.

Lessor: City of Farmington, a Michigan municipal corporation,

By: _____ Date: _____
David Murphy, City Manager

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

Subscribed and sworn to before me this __ day of _____, 2022, by David Murphy, City Manager, for and on behalf of the City of Farmington.

Subscribed and sworn to before me
This __ day of _____, 2022

Notary Public
_____ County, Michigan
My Commission expires:

Lessee: Cellco Partnership d/b/a Verizon Wireless

By: _____ Date: _____

Print Name: _____
Its: _____

STATE OF)
) ss.
COUNTY OF)

Subscribed and sworn to before me this __ day of _____, 2022, by _____, for and on behalf of the Cellco Partnership d/b/a Verizon Wireless.

Subscribed and sworn to before me
This __ day of _____, 2022

Notary Public
Verizon Site 108 Farmington & Freedom
Verizon ID: 138995

_____ County,
My Commission expires:

**MEMORANDUM OF RESTATEMENT AND FIRST
AMENDMENT TO LEASE AGREEMENT BETWEEN
CITY OF FARMINGTON
NEW PAR d/b/a VERIZON WIRELESS LEASE**

This Memorandum of RESTATEMENT AND FIRST AMENDMENT TO LEASE AGREEMENT is made this ____ day of _____, 2022, between City of Farmington, a Michigan municipal corporation with a principal address of 23600 Liberty Street, Farmington, Michigan 48335 hereinafter collectively referred to as "LESSOR", and Cellco Partnership d/b/a Verizon Wireless with its principal office located at One Verizon Way, Mailstop 4AW100, Basking Ridge, New Jersey 07920, hereinafter referred to as "LESSEE". LESSOR and LESSEE are at times collectively referred to hereinafter as the "Parties" or individually as the "Party".

LESSEE herein is the proper successor in interest to New Par d/b/a Verizon Wireless.

1. LESSOR and LESSEE entered into Lease Agreement (the "Agreement") on September 10, 2009.
2. The Lease Agreement relates to a portion of that certain parcel of property (the entirety of LESSOR's property is referred to hereinafter as the "Property"), located at 33720 Nine Mile Road, Farmington, Michigan 48335 and further described as Tax Parcel No. 20-23-28-475-010 and 20-23-0280475- 011 in the County of Oakland, State of Michigan together with the non-exclusive right for ingress and egress, seven (7) days a week twenty-four (24) hours a day, on foot or motor vehicle, including trucks, and for the installation and maintenance of utility wires, poles, cables, conduits, and pipes over, under, or along a variable width right-of-way extending from the nearest public right-of-way, to the demised premises. The demised premises and right-of-way are hereinafter collectively referred to as the "Premises". The Premises are described in Exhibit A attached hereto and made a part hereof.
3. The Restatement And First Amendment To Lease Agreement is dated _____. The Restatement And First Amendment To Lease Agreement contains four additional renewal periods of five years each unless earlier terminated pursuant to the Lease Agreement dated September 10, 2009. [The Restatement and First Amendment to Lease Agreement is intended to run and cease concurrently with the Lease Agreement dated September 10, 2009.](#)

Lessee Site: # 108 Farmington & Freedom
Lessee Site ID: 138995

4. The terms, covenants and provisions of the Agreement, the terms of which are hereby incorporated by reference into this Memorandum, shall extend to and be binding upon the respective executors, administrators, heirs, successors and assigns of LESSOR and LESSEE.

[remainder of page left blank; signatures appear on following pages]

IN WITNESS WHEREOF, hereunto and to a duplicate hereof, LESSOR and LESSEE have caused this Memorandum to be duly executed on the date first written hereinabove.

Lessor: City of Farmington, a Michigan municipal corporation

By: _____
David Murphy, City Manager

Date: _____

Lessee: Cellco Partnership d/b/a Verizon Wireless

By: _____

Print Name: _____

Its: _____

Date: _____

This instrument prepared by
and when recorded return to:

**Jonathan R. Crane
Jonathan R. Crane, P.C.
1126 N. Main
Rochester, MI 48307**

STATE OF _____)
)
COUNTY OF _____)

ACKNOWLEDGEMENT

I, _____, a Notary Public for said County and State, do hereby certify that _____, the _____ of City of Farmington, a Michigan municipal corporation personally came before me this day and acknowledged that s/he executed the foregoing Memorandum Of Restatement And First Amendment To Lease Agreement as his/her own act and deed and on behalf of said limited liability company.

WITNESS my hand and official Notarial Seal, this ___ day of _____, 20__.

Notary Public

My Commission Expires:

STATE OF _____)
)
COUNTY OF _____)

ACKNOWLEDGEMENT

I, _____, a Notary Public for said County and State, do hereby certify that _____, the _____ of City of Farmington, a Michigan municipal corporation personally came before me this day and acknowledged that s/he executed the foregoing Memorandum Of Restatement And First Amendment To Lease Agreement as his/her own act and deed and on behalf of said limited liability company.

WITNESS my hand and official Notarial Seal, this ___ day of _____, 20__.

Notary Public

My Commission Expires:

STATE OF MICHIGAN)
)
COUNTY OF OAKLAND)

ACKNOWLEDGMENT

I, _____, a Notary Public for said County and State, do hereby certify that _____ personally came before me this day and acknowledged that he/she is the _____, of Cellco Partnership d/b/a Verizon Wireless and that he/she, as _____, being authorized to do so, executed the foregoing Restatement And First Amendment Lease Agreement on behalf of said Company

WITNESS my hand and official Notarial Seal, this ___ day of _____, 20__.

Notary Public

My Commission Expires:

EXHIBIT A

LEGAL DESCRIPTION OF OVERALL PARCEL (Taken from Title Commitment)

Land in the City of Farmington, Oakland County, Michigan, describes as follows: Part of the Southeast 1/4 of Section 28, Town 1 North, Range 9 East, beginning at a point distant North 33 feet and N 87°28'04" E 1389 feet from the South 1/4 corner:

thence N 02°29'15" W 534.40 feet;

thence S 78°08'30" E 213.31 feet along the Southerly line to New US-16 Highway

thence along a curve to the right, radius 1850.08 feet, a distance of 238.52 feet

thence along a curve to the right, radius 1850.08 feet, a distance of 238.52 feet

thence S 02°31'15" E 411.16 feet;

thence S 87°55'05" W 433.23 feet to the point of beginning;

EXCEPT the West 212.15 feet; also EXCEPT beginning at a point distant N 87°28'04" E 1603.03 feet and N 03°43'17" W 458.26 feet and N 86°16'43" E 5.44 feet from the South 1/4 corner: thence N 02°44'35" W 50 feet; thence S 75°12'28" E 41.95 feet; thence S 02°44'35" E 37.36 feet; thence S 87°18'29" W 40.00 feet to the point of beginning.

Commencing at the South 1/4 corner of Section 28, Town 1 North, Range 9 East, City of Farmington, Oakland County, Michigan, thence N 87°28'04" E 1603.03 feet along the south line of Section 28; thence N 03°43'17" W 458.26 feet; thence N 86°16'43" E 5.44 feet to the POINT OF BEGINNING:

thence N 87°18'29" E 15.00 feet;

thence S 02°41'31" E 5.00 feet;

thence N 87°18'29" E 10.00 feet;

thence N 02°41'31" W 5.00 feet;

thence N 87°18'29" E 15.00 feet;

thence S 02°44'35" E 20.50 feet;

thence S 87°15'25" W 40.00 feet;

thence N 02°44'35" W 20.50 feet to the POINT OF BEGINNING, being a part of the Southeast 1/4 of Section 28, Town 1 North, Range 9 East, City of Farmington, Oakland County, Michigan, containing 769.1 sq. ft.; and subject to easements and restrictions of record, if any;

Together with a 20-foot- wide easement for ingress and egress described as follows:

Commencing at the South 1/4 corner of Section 28, Town 1 North, Range 9 East, City of Farmington, Oakland County, Michigan, thence N 87°28'04" E 1603.03 feet and

N 03°43'17" W 33.01 feet to the north right-of-way line of 9 Mile Road (66 feet wide) and along said north right-of-way line N 87°28'04" E 31.00 feet to the POINT OF BEGINNING:

thence N 02°31'56" W 126.61 feet;

thence N 27°28'04" E 118.13 feet;

thence N 02°33'38" W 47.64 feet;

thence N 35°03'44" W 98.91 feet;

thence N 02°44'35" W 95.00 feet:

thence N 87°15'25" E 20.00 feet;

thence S 02°44'35" E 89.20 feet;

thence S 35°03'44" E 98.94 feet;

thence S 02°33'38" E 58.84 feet:

thence S 27°28'04" W 118.14 feet;

thence S 02°31'56" E 121.25 feet to the north right-of-way line of 9 Mile Road

thence along said north right-of-way line S 87°28'04" W 20.00 feet to the POINT OF BEGINNING; being a part of the Southeast 1/4 of Section 28, Town 1 North, Range 9 East, City of Farmington, Oakland County, Michigan, and subject to easements and restrictions of record, if any.

*Easements area subject to change so long as Lessor warrants to Lessee that it shall have vehicular access to Lease Premises at all times.

Commonly known as: 33720 Nine Mile Road, Farmington MI 48335

Tax Parcel ID: 20-23-28-475-010 and 20-23-28-475-011