

**AGENDA**  
**CITY COUNCIL STUDY SESSION**  
**FEBRUARY 24, 2025 – 6:00PM**  
**CITY OF FARMINGTON HILLS**  
**CITY HALL – COMMUNITY ROOM**  
**31555 W ELEVEN MILE ROAD**  
**FARMINGTON HILLS, MICHIGAN**  
**Telephone: 248-871-2410 Website: [www.fhgov.com](http://www.fhgov.com)**

1. Call Study Session to Order
2. Roll Call
3. Discussion on [Public Art Funding options](#)
4. Presentation from [Make Food Not Waste](#)
5. Adjourn Study Session

Respectfully submitted,

Carly Lindahl, City Clerk

Reviewed by:

Gary Mekjian, City Manager

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-871-2410 at least two (2) business days prior to the meeting, wherein necessary arrangements/accommodations will be made. Thank you.



## CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

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**DATE:** February 24, 2025  
**DEPT:** Planning and Community Development  
**RE:** Public Art Funding Options

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### BACKGROUND

City Council has expressed an interest in developing a public art program in Farmington Hills. It was first identified during the January 2024 City Council goals session. Support for Public Art and its' relationship to placemaking in the community was reinforced with the adoption of the Master Plan for Future Land Use that was adopted in August 2024. The topic was further discussed during two City Council study sessions held on July 8, 2024 and October 28, 2024. The support materials and meeting minutes of these study sessions are attached for reference. The In order to continue the conversation and move the topic forward, staff has worked with our planning consultants (Giffels Webster) to compile a summary of Public Art Program Funding Options (attached). Direction from City Council on program funding will inform and guide the next steps in developing a framework for selection of art pieces and public locations. City staff and a representative from Giffels Webster will be present at the February 24, 2025 meeting to present and answer questions.

### ATTACHMENTS

- Giffels/Webster Public Art Funding Options memo dated February 13, 2025
- July 8, 2024, City Manager memo Options for Public Art Funding
- July 8, 2024 City Council Study Session Approved Meeting Minutes
- October 28, 2024 City Council Study Session Approved Meeting Minutes

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Prepared by: Charmaine Kettler-Schmult, Director of Planning and Community Development

Approved by: Gary Mekjian, City Manager

## Public Art Program Funding Options

Public art plays a vital role in shaping vibrant, engaging communities by enhancing public spaces, fostering local culture, and promoting economic development. However, securing reliable funding for municipal public arts programs can be challenging, requiring a thoughtful approach that balances public and private investment. This memo outlines several potential funding strategies, including public allocations, grants, private partnerships, and community-driven initiatives. By considering a combination of these options, a sustainable funding model could be developed that ensures public art remains an integral part of the City of Farmington Hills for years to come.

1. **General Fund.** Public arts initiatives may be funded as a line item in the municipal budget. Programs relying on general fund contributions may require ongoing education and demonstration of tangible community benefits to ensure future support that weathers political change.
  - A. **Pros:** Flexible as funding may be increased/decreased annually.
  - B. **Cons:** Because it is flexible, it may also compete with other municipal services and can be reduced during budget shortfalls or economic downturns. This approach requires ongoing political support.
  - C. **Example:** Traverse City – their 2022-2023 Budget allocated \$30,000 from the general fund. This amount was the same in 2023-2024 and 2024-2025. (Note: the DDA contributed \$15,000 in 2023-2024 and 2024-2025).
  
2. **Percent of Capital Improvement Projects.** This approach commits the City to arts spending relative to capital improvement projects. The percentage and levels vary by community, with a standard model of about one percent (1%) of the costs of capital projects over \$500,000 with a maximum required contribution of \$100,000 - \$500,000. There are some models that focus only on projects that are visible to the public, such as parks, and exempting less visible projects, such as wastewater treatment plants.
  - A. **Pros:** The funding is a dedicated source and fluctuates along with capital spending. It ensures art is integrated into public spaces, contributing to placemaking, economic development, and community-building.
  - B. **Cons:** This approach does not guarantee a specific level of funding. Also, it tends to be geared towards permanent artworks rather than ongoing programming and temporary activities.
  - C. **Example:** By [Ordinance](#), the City of Ann Arbor allocates up to one percent (1%) for each capital project – not one percent of the overall CIP budget. The Ann Arbor Public Art Commission reviews the projects included in the CIP and provides a recommendation to City Council for which capital investment projects may be suitable for enhancement with public art. A sample report is [provided here](#).
  
3. **Percent of Private Development Projects.** This approach, which may be combined with any of the other models, ensures new public art accompanies private investment projects. Often a one percent (1%) program, similar to the public investment program described above, there is a threshold for the cost of development (often \$500,000 to \$1,000,000 or more) and expenditures are capped at a defined amount.
  - A. **Pros:** Engages property owners and investors into being partners in the community by creating more opportunities for public art. This approach also contributes to placemaking and economic development and can supplement other arts funding.
  - B. **Cons:** Only generates funding when new development of a significant amount is being developed. Developers may argue that project costs are increased. As noted above, funds will typically be restricted to permanent artworks, rather than programming or other arts activities.

- C. **Example:** By [Ordinance](#), the City of Southfield requires a budget for the public art at one-half (0.5) percent of the total project cost up to twelve thousand five hundred dollars (\$12,500.00) for projects between one million dollars (\$1,000,000.00) and two and a half million dollars (\$2,500,000.00), and one (1) percent of the total project cost up to twenty-five thousand dollars (\$25,000.00) for projects in excess of two and a half million dollars (\$2,500,000.00), to be committed to the procurement and display of public art on the site.
4. **Grants.** There are many different grant funding sources, from public (state and federal grants) to private philanthropy grants and community foundation grants.
    - A. **Pros:** Arts grants expand local funding capacity and can be used to supplement any of the other funding noted previously.
    - B. **Cons:** They are highly competitive, often still require matching local funds, and may be one-time funding rather than an ongoing source. There may be considerable staff time needed to pursue appropriate grant opportunities, prepare applications, track spending, and report back to the funder.
    - C. **Example:** The Michigan Arts and Culture Council (MACC) guides the “distribution of grants to entities who provide arts and cultural programs and services throughout Michigan ensuring that every citizen and community enjoys the civic, economic and educational benefits of arts and culture.” As of February 14, 2025, it appears the two programs listed (the Mission Support Grant and the Experience Support Grant) are currently closed.
  5. **Crowdfunding & Community Fundraising.** This approach has the potential to get the community involved and engaged with the arts.
    - A. **Pros:** The community can be directly involved, building grassroots support. Excitement and awareness may be raised through fundraising activities.
    - B. **Cons:** These strategies are unpredictable and very time-consuming to manage. They may be better for one-time projects rather than for sustainable funding.
    - C. **Example:** A [Patronicity crowdfunding event](#) for Northeast Grand Rapids public art raised \$50,000 in 2024 for murals, parks equipment and installation activities, and placemaking elements.
  6. **Other public funding sources.** There may be opportunities for arts funding from the City's TIF authorities, such as a Corridor Improvement Authority or Downtown Development Authority. See item 1 for pros/cons and an example of this funding type. Additionally, revenues from arts-related activities can also be generated. This can be supportive of both programming and public art maintenance. It encourages community participation also. However, it may lead to inconsistent revenue and could limit participation if tickets or fees are too high.

With all of the pros/cons noted above, it seems clear that a successful municipal public arts program benefits from a diversified funding strategy that blends multiple sources rather than relying on a single revenue stream. Fortunately, communities across the US have developed programs like these for many years and have seen success combining stable public funding—such as General Fund allocations or Percent-for-Art programs—with external sources like state and federal grants, corporate sponsorships, and crowdfunding. Doing so can provide both reliability and flexibility. This combined approach ensures that public art initiatives remain sustainable even during economic downturns, while also fostering community engagement and leveraging private sector investment. By exploring a mix of these funding mechanisms, the City can create a resilient and dynamic arts program that enhances public spaces, supports local artists, and strengthens civic identity.

A potential funding model for Farmington Hills is presented on the following page:

Source	Percentage	Threshold/Range	Maximum
<b>Capital Projects</b>	1%	\$1,000,000	\$200,000
<b>Private Development*</b>	0.5%	\$1,000,000 - \$2,500,000	\$12,500
	1%	Greater than \$2,500,000	\$25,000
<b>CIA Contribution</b>			\$15,000/year
<b>General Fund</b>			\$50,000/year until the Percent for Art program builds up a balance. To be used initially to create a public arts plan and develop a process and review standards for public art selection. Could also include additional funding as needed for arts programming in the city
<b>Crowdfunding, fundraising, and grants</b>	As needed.		

\* Southfield MI standard



TO: Mayor and City Council  
FROM: Gary Mekjian, City Manager *Gary Mekjian*  
DATE: July 8, 2024  
RE: Options for Public Art Funding

City Council identified the referenced during its January 2024 goal session. This memo is an effort to provide City Council with some background on how other communities fund, define, select, place, and decommission public art.

I am attaching information from the Cities of Southfield, Marquette, and East Lansing. I've also communicated with the City of Sterling Heights on its program as well. Below is a quick summary of my findings:

CITY	FUNDING SOURCE	OVERSIGHT
Southfield	Zoning Ordinance	Public Arts Commission/CC
Marquette	\$30,000 General Fund Annually	Public Arts Commission/CC
Sterling Heights	\$100,000 General Fund Annually	Arts Commission/Community Relations Dept.
East Lansing	1% of Public Facilities or Capital Improvements and 1% as part of site plan approvals up to \$25,000	Public Arts Commission/CC

While this may not be an exhaustive list of funding options for public art, this memo represents an effort to provide some initial background materials to City Council on this topic.

Based on this information, I am respectfully requesting input and guidance from City Council on the approach it would like to pursue from a funding perspective. Once direction is provided, staff along with the City Attorney can continue their ongoing efforts to research and provide further detailed information to be provided at a future study session.

footcandle along property lines. Light intensity shall not exceed a maximum of 10 footcandles in any given area.

- (d) City Council, at its sole discretion, may allow for an increased level of lighting above maximum permissible levels when it can be demonstrated that such lighting is necessary for safety and security purposes.
  - (e) All lighting potentially visible from an adjacent street, except pedestrian-oriented bollard lighting less than 42 inches, shall be indirect or shall incorporate a full cut-off shield-type fixture. No light slipover shall occur outside of the property boundaries.
  - (f) Lighting fixtures shall not exceed a height of 20 feet. In portions of a site adjacent to residential areas, lighting fixtures shall not exceed a height of 15 feet.
- (2) Light and glare from indirect sources are subject to the following:
- (a) Glare from any process (such as or similar to arc welding or acetylene torch cutting) which emits harmful ultraviolet rays shall be performed in such a manner so as not to be seen from any point beyond the property line, and so as not to create a public nuisance or hazard along lot lines.
  - (b) The design and/or screening of the development shall insure that glare from automobile and commercial or industrial vehicle headlights shall not be directed into any adjacent property, particularly residential property.
  - (c) Exterior doors shall be located, operated, and maintained so as to prevent any glare and light from creating a nuisance or safety hazard to operators of motor vehicles, pedestrians, and adjacent properties.

#### **5.22-5 Public Art Requirement (Amended – Ordinance 1657 – 4/3/16)**

Unless the project is exempt from this requirement pursuant to Sec. 5.22-5 (4) of this section, the site shall be designed and developed to contain public art as defined by Sec 1.180(a) of Chapter 4, Article VI, Title I of the City Code and in accordance with the following:

- (1) A budget for the public art required by this section shall be established based on the allocation of 0.5% of the total project cost up to \$12,500 for projects between \$1.0 million and \$2.5 million dollars, and 1% of the total project cost up to \$25,000 for projects in excess of \$2.5 million dollars, to be committed to the procurement and display of public art on the site.
- (2) The public art shall be a work of art as defined by Sec 1.180 of Chapter 4, Article VI, Title I of the City Code and shall be approved by the City's Public Art Commission in accordance with the definition of public art and the standards set forth in Sec 1.180(a) of Chapter 4, Article VI, Title I of the City Code and the City Council prior to site plan approval. The approval by the Public Art Commission and City Council shall not be unreasonably withheld.
- (3) The total allocation as established pursuant to Sec. 5.22-5 (1) shall be held in the name of the City to be held in the Public Art Fund trust account pursuant to Sec 1.180(b)(7) of Chapter 4, Article VI, Title I. Maintenance shall be the responsibility of the owner of the property in addition to the allocation established by Sec. 5.22-5 (1). Failure to install the public art as required by this subparagraph and in accordance with the approved site plan shall result

in denial of a certificate of occupancy. In instances where, due to circumstances beyond the reasonable control of the property owner which impedes timely installment of the work of art, such as weather, delay in fabrication or delivery of the work of art, etc., a cash bond in an amount equal to the public art allocation requirement as set forth in Subsection (1) hereof (the “Public Art Bond”) may be deposited with the City Clerk to insure compliance with this section. In the event the work of art is not fully installed within the period of time as established by the City Planner, the Public Art Bond shall be forfeited to the City and the proceeds thereof shall be deposited in the Public Art Fund established pursuant to Subsection 1.180(b)(7) of Chapter 4, Article VI of Title 1 of the City Code. Failure to properly maintain the public art in accordance with the approved site plan is a violation of the zoning code and subject to enforcement pursuant to the provisions of Sec. 5.206 of this Chapter. Prior to any enforcement action a violation notice shall be sent to the responsible party. A failure to cure the violation within 30 days shall constitute a violation and each day thereafter that the violation remains uncured shall constitute a separate offense. (Amended – Ordinance 1693 – 6/14/18)

- (4) The following projects are exempt from the public art requirements of this section:
- (a) Projects where the application of this requirement would constitute a governmental taking or otherwise be contrary to law, as determined by the Director of Planning, under the particular facts and circumstances of that case as explained in detail by the applicant. The Director of Planning may request additional information from the applicant if insufficient information is provided with the site plan to make a determination. The applicant has all appeal rights as would otherwise be applicable to any determination by the Director of Planning.
  - (b) Projects where the total project cost is less than \$1 million dollars.
  - (c) Residential projects containing fewer than 4 residential units.
  - (d) Projects where, upon issuance of the building permit, the applicant donates an amount equivalent to the amount required in Sec. 5.22-5 (1) of this paragraph to the public art fund as established pursuant to Sec 1.180(b)(7) of Chapter 4, Article VI, Title I of the City Code or donates a “work of art” to the fund that is approved by the Public Art Commission and is of equal value to the requirements established in Sec. 5.22-5 (1) of this Section.
  - (e) Projects that are renovations of existing buildings where the total project cost is less than \$1.0 million.
- (5) A developer may choose to partially exempt a project from the public art requirement of this section to the extent the developer chooses to donate funds or works of art less than the amount established pursuant to Sec. 5.22-



5(1) of this Section in which case the budget required for public art shall be reduced by a corresponding amount.

- (6) Public art approved per the requirements and procedures of this section, and per site plan review by the person, commission, or council having jurisdiction, shall be permitted in required front setbacks. The final location, installation, footings, etc. are subject to review and approval by the City Planner and Building Official. (Amended – Ordinance 1776 – 10/26/23)

#### 5.22-6 STORMWATER MANAGEMENT AND WATER QUALITY (RESERVED) (Amended – Ordinance 1678 – 7/6/17)

#### 5.22-7 Medical Marihuana Facilities (Amended – Ordinance 1709 – 10/3/19)

The purpose of this Section is to exercise the police, regulatory, and land use powers of the City of Southfield by licensing and regulating medical marihuana provisioning centers, medical marihuana grow facilities, medical marihuana safety compliance facilities, medical marihuana secure transporters, and medical marihuana processing facilities to the extent permissible under State and Federal laws and regulations and to protect the public health, safety, and welfare of the residents of Southfield; and as such this section constitutes a public purpose.

The City of Southfield finds that the activities described in this section are significantly connected to the public health, safety, and welfare of its citizens and it is therefore necessary to regulate and enforce safety, security, fire, police, health and sanitation practices related to such activities and also to provide a method to defray administrative costs incurred by such regulation and enforcement.

The City of Southfield further finds and declares that economic development, including job creation and training, and the protection of the health, safety, and welfare of Southfield Neighborhoods and residents are public purposes.

Except as may be required or permitted by law or regulation, it is not the intent of this Section to diminish, abrogate, or restrict the protections for medical use of marihuana found in the Michigan Medical Marihuana Act, the Medical Marihuana Facilities Licensing Act, or Article 19 Section 5.179 of the Zoning Ordinance.

The following uses may be Permitted by Right or Permitted Subject to Special Use Approval upon the review and approval of the City Council after a recommendation from the Planning Commission. The use or uses shall only be approved when the following conditions have been satisfied and all licensing provisions in Chapter 70 have been met. This section promotes and protects the public health, safety and welfare and mitigates potential deleterious impacts to surrounding properties and persons and conforms with the policies and requirements of the Michigan Medical Marihuana Act, P.A. 2008, Initiated Law 1 (MMMA), MCL 333.26421, et seq. (hereinafter “MMMA”), as amended, the Medical Marihuana Facilities Licensing Act (MMFLA), MCL 333.2701 (hereinafter MMFLA) and the Marihuana Tracking Act (MTA), MCL 333.27901 (hereinafter MTA). A use which purports to have engaged in the medical use of marihuana either prior to enactment of said Acts, or after enactment of said Acts but without being legally registered by the Department, shall be deemed to not be a legally established use, and therefore not entitled to legal

CITY OF MARQUETTE, MICHIGAN

CITY COMMISSION POLICY

Policy Number: <b>2017-01</b>	Revision Date:
Date Adopted: September 25, 2017	Effective Date: Fiscal Year 2018 (10/1/2017)
Department: City of Marquette Arts & Culture	

**SUBJECT:** MARQUETTE PUBLIC ART POLICY

**AUTHORITY:** City of Marquette Arts and Culture Master Plan, adopted July 2014 by the Marquette City Commission

**PURPOSE:** The City recognizes that the inclusion of art in appropriate capital improvement projects in the City will promote its cultural heritage and artistic development, enhance the City’s character and identity, contribute to economic development and tourism, add warmth, dignity, beauty and accessibility to spaces accessible to the public, and expand the experience and participation of citizens with the arts. A policy is therefore established to create a Public Art Commission and make funding available to support the inclusion of works of art in public spaces in the City.

**POLICY:**

**I. Definitions**

- A. “Public art” means both temporary and permanent works of art created, purchased, produced or otherwise acquired for display on or in public spaces or facilities. Public art means the product of a skilled artist (or group of artists) and includes, but is not limited to, material aesthetic enhancement of a building or landscape, paintings, sculpture, engravings, murals, mobiles, photographs, drawings, performance art, works in video and sound, and works in fiber.
- B. “Material aesthetic enhancement” means the skilled application of artistic elements to the publicly visible features of a public project or a capital improvement project, which may include the placement of works of art or design elements, or specially designed plazas, atriums, or other spaces open to the public.
- C. “Enhanced project” means a capital improvement project that includes public art.
- D. “Capital improvement project” (CIP) means any capital project paid for wholly or in part by the City or the City Downtown Development Authority (DDA) for the construction or substantial renovation of any building, facility or open space (such as a boulevard or streetscaping project) to which the public is generally invited.
  - 1. For purposes of this definition, a “substantial renovation project” is one that has been included in the City’s capital improvement program. A renovation project is “substantial” if it affects twenty-five percent (25%) or more of the square footage of the building, facility, or open space under renovation.

2. The following capital improvement projects are “exempt” from being an Enhanced Project under this Policy:
  - i. Water, stormwater or wastewater facilities, except for office buildings.
  - ii. Maintenance projects.
3. The exemptions set forth in this subsection do not preclude funding for public art from being included in an exempt CIP. City departments are encouraged, but not required, to include public art in exempt CIPs.

## **II. Marquette Public Art Commission**

- A. The oversight body empowered to carry out this policy will be the Marquette Public Art Commission, hereinafter known as “MPAC”.
- B. Membership, Appointment, and Terms.
  1. MPAC will be made up of seven (7) regular members and one (1) ex officio member chosen from City staff. Regular members will be appointed by the City Commission and will include at least four (4) members who are art professionals (artist, performing artist, architect, landscape architect, curator, arts writer, arts educator, arts administrator or individual with a college level degree in an art field). All members will meet the residency requirements set forth in the City Charter.
  2. MPAC members will serve three (3) year terms and the membership terms will be staggered. To achieve staggered appointments, the initial appointments to MPAC will have two (2) members appointed to one (1) year terms, three (3) members appointed to two (2) year terms and two (2) members appointed to three (3) year terms.
  3. Members of MPAC will be subject to the same term limits and ethical requirements as other boards in the City.
  4. Members of MPAC are volunteers and will serve without compensation or reimbursement for personal expenses, unless specifically approved by the City Commission.
- C. Officers. There will be a Chair and Vice-Chair of the Commission. MPAC will elect all officers from its membership for a term of one (1) year and will determine responsibilities of the officers.
- D. Meetings. MPAC will hold regularly scheduled meetings, and will determine the frequency, time and location of meetings. All meetings will be conducted in accordance with the Michigan Open Meetings Act.
- E. Duties. MPAC will:
  1. Make recommendations regarding disbursement of public art funds to acquire, produce, install, maintain, alter, relocate or remove public art;
  2. Develop guidelines, with input from the public, to implement the provisions of this policy, including procedures for soliciting and selecting public art and for determining suitable locations for public art;
  3. Work with City staff to conduct an initial and ongoing inventory, map and document existing public art and public art under construction in the City, and make the information publically available;
  4. Work with City staff to identify upcoming City capital improvement projects and the type and amount of public art that may be appropriate for such projects;
  5. Consult with donors of art works to the City on behalf of the City;
  6. Promote inclusion of art by private developers in spaces open to or visible to the public on private property in the City;

7. Foster public/private partnerships to support public art;
8. Promote awareness and understanding of public art;
9. Provide advice to and assist potential donors of art and private developers regarding possible public locations for placement of art when such art cannot be placed on City property or incorporated into a capital project of the City; and
10. Perform any related duty delegated by City Commission.

### **III. Funding**

#### **A. Public Art Fund.**

1. A Public Art Fund ("PAF") is established by the City as a separate, special revenue fund into which public art funding is deposited, transferred and used for the acquisition, commissioning, performance, exhibition and cleaning, repair, and restoration of public art as recommended by MPAC and approved by the City Commission.
2. PAF funds may be used for the following purposes:
  - i. Artist fees and artist travel related to the training, education and performance of art open to the general public.
  - ii. Artist fees and artist travel and expenses that are related to the City's commission or purchase of public art.
  - iii. Purchase of equipment to be used in performing art.
  - iv. Leasing of equipment and space for education, practice and performance.
  - v. Fabrication, storage, and installation of a commissioned work of public art.
  - vi. Acquisition of existing works of public art.
  - vii. Decorative, ornamental or functional elements that are designed by an artist selected specifically for the project and through the processes established by MPAC.
  - viii. Fees associated with the lease of works of public art for temporary display.
  - ix. Required permits and insurance during the fabrication and installation of the public art per contract.
  - x. Project consultants and contracted services.
  - xi. Curatorial services.
  - xii. Public art planning services.
  - xiii. Documentation and interpretive plaques.
  - xiv. Publicity for public art projects.
  - xv. Education and outreach regarding public art.
  - xvi. Conservation and maintenance of works in the City of Marquette public art collection.
  - xvii. Such other and further expenditures deemed appropriate by MPAC.
3. PAF funds may not be used for:
  - i. Mass produced work, with the exception of limited editions controlled by the artist.
  - ii. Professional graphics, unless designed or executed by an artist or used in the development of collateral material for education or publicity for public art.
4. Authorization of PAF Expenditures. The Chair of the MPAC or designee and the City Manager or designee will be jointly required to authorize expenditures of PAF funds pursuant to decisions of the MPAC and in accordance with the City's ordinances and purchasing policies.

5. PAF Annual Report. Each year MPAC, with the assistance of City staff, will prepare an annual report to be presented to the City Commission which provides for a detailed accounting of all PAF monies spent and/or earmarked for public art expenditures.

B. City Funding Commitment.

1. Capital improvement projects ("CIP"s) initiated after the effective date of this Policy, unless designated "exempt" under this Policy, are eligible for designation as an Enhanced Project.
2. Each fiscal year the City Commission will appropriate from the City's General Fund to the Public Art Fund (PAF) the amount of \$30,000.00, which will be adjusted each year by the State property tax inflation rate multiplier then in effect, or 5%, whichever is less. The funds will be appropriated beginning with fiscal year 2018. The appropriated funds will be designated by the MPAC as follows:
  - i. To a proposed CIP for purposes of making it an Enhanced Project; or
  - ii. To the PAF to be accumulated and expended for public art at a site other than a CIP, as determined by the MPAC; or
  - iii. To install public art or make a material aesthetic enhancement to any City site.
3. At least annually and in advance of the City budgeting process, City staff will provide MPAC a written report of short-term and long-term CIPs undertaken by the City. MPAC and City staff will work together to identify each CIP that the MPAC will designate as an Enhanced Project.
4. MPAC will provide input to the public art component of a CIP that is designated an Enhanced Project early in the planning of the project. Such input will include:
  - i. Selection of the artist before or during the architectural design phase for the purpose of integrating the public art component into the total design of the CIP.
  - ii. Inclusion of the public art component of the CIP in any relevant RFQs, RFPs, or contracts for design of the Enhanced Project.
5. MPAC and City staff will make reasonable efforts to plan MPAC's input to the Enhanced Project in a manner that enables the completed design of the public art elements to be presented to the City Commission prior to the Commission's consideration of any contract to construct or produce the Enhanced Project or public art elements.
6. No public art from public funding may be placed on private property.

- C. Private Funding for Public Art. MPAC may form a nonprofit corporation for the purpose of accepting monetary gifts, grants, donations, or awards for public art and may work with nonprofit or other organizations to raise funds for public art. These funds will have the same purposes and uses as PAF funds, as described in this Policy.

#### **IV. Private Developer-Initiated Art on Private Property Open to the Public**

- A. The City departments will amend land use applications to identify a point of contact for the MPAC who will discuss incorporating art into the spaces of the private development that are open to the public. Applicants will be encouraged, but not required, to devote one percent (1%) of the cost of new non-City-initiated construction or redevelopment projects to the placement of art in the privately developed space.
- B. The City may develop other incentives to encourage private developers to include public art in their projects to further the intent of this Policy.

## **V. Ownership and Maintenance of Public Art**

- A. No work of art will be considered for construction or acquisition under this chapter without an estimate of, and plan to pay for, future maintenance costs.
- B. Routine maintenance of public art will be provided by the City service area responsible for maintenance of the facility or space where the art is located. "Routine maintenance" means periodic cleaning, regular mechanical maintenance, operational costs, and other necessary upkeep resulting from normal use. Funds for extraordinary maintenance or refurbishment, including structural reconstruction, will be drawn from the PAF or such other funds as the City Commission may appropriate. No extraordinary maintenance, repair, relocation or alteration of public art will be undertaken without prior recommendation by or consultation with MPAC.
- C. All permanent art acquired pursuant to this policy will be the sole property of the City unless an alternative arrangement is recommended by MPAC and approved by the City Commission.
- D. All temporary art will remain the property of that person or those persons who have created the art or offered it for display.

## **VI. Deaccessioning of Public Art**

Deaccessioning of public art will be considered only after a careful and impartial evaluation of the artwork within the context of the collection as a whole. At the beginning of the process, MPAC will make a reasonable effort to notify any living artist whose work is being considered for deaccessioning. MPAC may consider the deaccession of artwork for one or more of the following reasons in the event that it cannot be re-sited:

- A. The artwork has been damaged or has deteriorated and repair is impractical or unfeasible.
- B. The artwork endangers public safety.
- C. In the case of site-specific artwork, the artwork is destroyed by severely altering its relationship to the site.
- D. The artwork requires excessive maintenance or has faults of design or workmanship.

Introduced: 08/06/14  
Public Hearing: 10/07/14  
Adopted: 10/07/14  
Effective: 10/15/14

CITY OF EAST LANSING

ORDINANCE NO. 1339

AN ORDINANCE TO AMEND SECTIONS 2-311, 2-312 AND 2-313 of ARTICLE V AND TO ADD SECTION 2-313a TO ARTICLE V - BOARDS AND COMMISSIONS - OF CHAPTER 2 - ADMINISTRATION AND SECTIONS 50-37 AND 50-38 OF ARTICLE II - ADMINISTRATION AND ENFORCEMENT - OF CHAPTER 50 - ZONING - OF THE CODE OF THE CITY OF EAST LANSING TO ESTABLISH A PUBLIC ART REQUIREMENT FOR FUTURE DEVELOPMENTS AND PROVIDE EXCEPTIONS THERETO.

WHEREAS, the City of East Lansing is committed to providing and promoting public art for the general health and welfare of its citizens and the community in general; and

WHEREAS, the State of Michigan has recognized, through the enactment of The Faxon-McNamee Art in Public Places Act (MCL 18.71 et seq.), the importance of promoting art in government spaces and facilities; and

WHEREAS, the City Council has determined that promoting art in private developments, especially those in which government incentives are used to assist the development, is equally important to the general health and welfare of its citizens; and

WHEREAS, the City Council has determined that the creation of additional public art will improve the aesthetic quality of public spaces and structures, provide cultural and recreational opportunities, contribute to the local heritage, stimulate economic activity and promote the general welfare of the community.

THE CITY OF EAST LANSING ORDAINS:

Sections 2-311, 2-312 and 2-313 of Article V - Boards And Commissions - of Chapter 2 - Administration and Sections 50-37 and 50-38 of Article II - Administration and Enforcement - of Chapter 50 - Zoning - of the Code of the City of East Lansing are hereby amended, and Section 2-313a is hereby added to Article V of Chapter 2, to read as follows:

**Sec. 2-311. Duties.**

(a) It shall be the duty of the arts commission to advise the city council on matters pertaining to arts programs within the city. These duties shall also include the review of requests for support, monetary or otherwise, submitted to the city; advise on the priority of such requests; develop and/or sponsor activities in performing arts and crafts, and visual arts.

(b) The arts commission shall also be responsible for promoting arts in the community, to include, but not be limited to, dissemination of knowledge with regard to the arts, recognizing local artists and their work when appropriate, and cooperation with metropolitan agencies also dealing in the arts.

(c) The commission shall be responsible for implementing a public art program so as to provide for the acquisition, placement, and display of works of art within the city. The public art program shall be administered subject to the approval of the city council.

(d) The commission shall be responsible for reviewing the proposed public art accompanying a developer's site plan application for compliance with the requirements and review standards of Sec. 50-38(6) of the City Code and making a recommendation to the City Council as to whether or not the proposed public art is in compliance. If the Commission determines the proposed public art is not in compliance, it shall advise the developer and City Council of the reason it is not in compliance and what steps may be taken to have the proposed public art comply with the applicable requirements and standards.

(e) The commission shall be responsible for reviewing a proposed "donated work of art" proposed to be donated to comply with the exception requirement of Sec. 50-38(6)-d.-4 of the City Code and making a recommendation to the City Council as to whether or not the proposed public art is in compliance with the review standards. If the Commission determines the proposed public art is not in compliance, it shall advise the developer and City Council of the reason it is not in compliance and what steps may be taken to have the proposed donated public art comply with the applicable requirements and standards.

#### **Sec. 2-312. Public art fund established.**

(a) *Public funding.* There is further hereby established a "Public Art Fund" to which shall be appropriated each year by the city council an amount equal to one percent of the-cost to the City's general fund of all public facilities or city capital improvement projects unless public art is not legally permissible due to the constraints imposed by the funding mechanism. The funds shall be appropriated the fiscal year following the fiscal year in which the public facilities or city capital improvement project is completed. The process of funding under this provision shall begin in the fiscal year 2015. All such funds as are appropriated to the public art fund may be accumulated and expended for such public art, from time to time, as hereinafter provided. No public art from public funding may be placed on private property.

(b) *Private funding of public art.* All funds placed into the Public Art Fund through private donations or donations creating an exemption to the public art requirement of Sec. 50-38(6) of the City Code shall be expended for public art as hereafter provided.



## **Sec. 2-313. Definitions.**

The following definitions will apply in the interpretation and administration of the public art program and fund.

*Architect* means the person or firm (architect, landscape architect, interior designer, other design professional, or city staff member) who may be designing construction projects.

*Artist* means a practitioner in the visual arts, generally recognized by critics and his/her peers as professional, who produces work as described in the definition of "works of art" in this section.

*Arts commission* means the East Lansing Arts Commission.

*Capital project* means that portion of any project paid from any of the capital improvement funds by the City of East Lansing used to construct or remodel any building, structure, park, street, sidewalk, parking facility, or utility, or any portion thereof, including permanent fixtures to any building owned, operated, and maintained by the city.

*City* means the City of East Lansing.

*Contracting agency* means the City of East Lansing.

*Public art* means works of art purchased through the public art fund or through the public art requirement of Sec. 50-38(6) of the City Code that are located in highly visible public areas or private property areas that are highly visible from public areas. These are:

- (1) Outdoor areas on public property or outdoor areas on private property that are highly visible from public areas.
- (2) Interior areas that are highly traveled public areas in public or private buildings. Specifically excluded are interior areas not accessible to the general public (e.g., offices, work stations, cafeterias).
- (3) Interior and exterior wall surfaces on or in public or private buildings when the work of art is attached to the wall surface, such as a mosaic or mural and the wall surface is visible from an area that is highly traveled by the public.

*Public art fund* means those monies appropriated by city council pursuant to this division, plus any other funds received by the city specifically designated to be used for the purchase of public art.

*Total project cost* means the total value of the project as determined by the building official as indicated on the building permit that is issued by the City for that project.

*Works of art* means all forms of original creations of visual art, including, but not limited to:

- (1) Sculpture: In the round, bas relief, high relief, mobile, fountain, kinetic, electronic, etc., in any material or combination of materials.
- (2) Painting: All media, including portable and permanently affixed works, such as murals and frescoes.
- (3) Mosaics.
- (4) Mixed media: Any combination of forms or media including collage.
- (5) Performing arts.
- (6) Digital art.
- (7) Architecture meeting the criteria of 2-313a.

**Sec. 2-313a. Criteria for approving architecture as art.**

The following criteria shall be used to determine, on a case-by-case basis, whether architecture can be considered art for purposes of fulfilling the city's public art requirement.

- (a) The architect shall be substantially recognized by the art world in shows, museums, and/or publications.
- (b) When reviewing architecture as art, the underlying concept of the architecture shall be expressive as more than mere utilitarian architecture. The architecture as a whole, or certain architectural features, shall express ideas or meaning and have cultural significance or conceptual complexity in relation to the totality of the object.
- (c) In the alternative, architecture can be considered art if it is created as a collaborative effort with an artist, the artist does a majority of the work, the artist has major design control of the portions of the architecture to be considered art, and the artist has been brought in early in the process. The artist shall have experience and knowledge of monumental scale sculpture.
- (d) The architecture must meet the definition of public art on private property as defined in Sec. 2-313 of this code.
- (e) The architecture must be approved by the Arts Commission pursuant to the following additional procedures and standards.

- (1) A developer must make two presentations to the Arts Commission. The first presentation shall be made prior to the development application being deemed complete. The developer must submit a maquette and other materials which satisfactorily illustrate the proposed conceptual development. The developer and architect must submit a conceptual statement expressing why the architecture should be considered art, including an explanation of the ideas, meaning, cultural significance or conceptual complexity expressed in the architecture. The second presentation shall be made at the completion of the city approval process. The developer must then submit a maquette and other materials which satisfactorily illustrate the to-be-built development.
- (2) If a development application was received prior to the adoption of this section, the above requirements for the timing of a developer's presentations to the Arts Commission shall not apply, provided the first presentation is made at the Planning Commission meeting at which the project's approval is considered.
- (3) The developer and architect shall demonstrate that there will be high quality materials and craftsmanship used in the execution of the construction.
- (4) The architectural work, in the judgment of the Arts Commission shall be of extremely high artistic merit and would make a substantial cultural contribution to the city.
- (5) The incremental cost of the architectural work, including additional payments to the architect or artist, and the incremental costs of installation must be equal to or exceed the total budget for public art allocation as specified in Sec. 50-38(6)-a of this Code.

**Sec. 2-314. Inclusions and exclusions relative to expenditures for works of art.**

(a) Inclusions. The portion of the public art fund reserved for works of art may be expended for the following:

- (1) The cost of the work of art and its installation.
- (2) Identification plaques and labels.
- (3) Waterworks, electrical and mechanical devices and equipment which are an integral part of the work of art.

- (4) Frames, mats, and simple pedestals necessary for the proper presentation of the works of art.
- (5) Maintenance and repair of the public art works.
- (6) Fees to artists for the execution of final proposals for the arts commission to select from.
- (7) Honoraria for art selection panel members and reimbursement for travel and lodging expenses which are approved in advance by the city manager.
- (8) Exhibitions, marketing and educational programs at a cost not to exceed five percent of the appropriation reserved for the work of art.
- (9) For the support of artistic festivals at a cost not to exceed five percent of the appropriation reserved for the work of art.
- (10) Administrative expenses at a cost not to exceed fifteen percent of the appropriation reserved for the work of art.

(b) Exclusions. The portion of the public art fund reserved for works of art may not be expended for the following:

- (1) Reproductions by mechanical or other means of original works of art, however, limited editions controlled by the artist may be included.
- (2) Art objects which are mass produced or of standard designs, such as playground sculpture or fountains.
- (3) Exhibitions, marketing and educational programs beyond that allowed in subparagraph (a)(8) of this section.

#### **Sec. 50-37. Application materials for site plan approval.**

The planning and zoning official shall determine the format(s) and number of copies of the application materials necessary to facilitate review by other departments and agencies, presentation at public meetings, inclusion in printed reports and incorporation into public records. The application shall include sufficient information and detail to determine if the proposed development meets applicable standards of review under this chapter. The information shall be prepared by persons with applicable competencies so that the city may rely on its accuracy and feasibility. The application shall typically include the following drawings and information, as may be relevant to the nature of the application and the city's review requirements:

- (1) A site plan, as defined in section 50-9 of this chapter, showing the proposed size and location of buildings, parking and access facilities, free-

standing signs and other improvements to be constructed or installed on the site, and the proposed use and treatment of other areas on the site. The site plan shall be clearly dimensioned to show the setbacks of buildings and parking areas, the separation between buildings and parking areas, the height of buildings, the width of roadways and driveways, the size of parking spaces, and other elements of the site plan as necessary to ensure the site plan complies with the applicable dimensional standards of this chapter.

(2) An existing topographic survey and boundary description of the site, drawn at the same scale as the site plan, showing the following existing conditions:

- a. Exact dimensions and size of the site and any easements, rights-of-way or other physical encumbrances on the site;
- b. Location, size, and composition of all existing buildings, paved areas and other improvements;
- c. Existing ground contours at two-foot intervals or less, indicating the direction of surface drainage flow, and the type of surface soils present;
- d. Location and species of all existing individual trees which have a diameter (d.b.h.) of four inches or more, or where significant clusters of trees and shrubs are present, the location and general composition of such clusters, and an indication of which individual trees or tree clusters will be removed or retained;
- e. Location and boundaries of water bodies, including, but not limited to rivers, streams, lakes, ponds, marshes, city or county drains and manmade surface drainageways;
- f. Where wetland of any size may be present, as indicated on the city's wetland inventory map, a report prepared by a qualified wetland consultant which verifies the presence of any wetland, establishes the boundary of any wetland, describes the character and quality of any wetland, and indicates if any wetland may be regulated by the state or protected by chapter 49 of the City Code; except, this requirement may be waived by the city engineer where it is clearly evident that the proposed site changes would not disturb any wetland on the property;
- g. The boundary and elevation of areas of special flood hazard and floodways, as defined in chapter 18 of the City Code;
- h. Location and size of all existing utility lines, manholes,

catch basins, and fire hydrants on or near the site which may be used to serve the site;

i. Delineation of areas on the site which are known or suspected to be environmentally contaminated, together with a report on the status of cleanup or closure.

(3) A proposed landscape plan which, at a minimum, conforms to the requirements of subsection 50-816(8) and section 50-817 of this chapter, drawn at the same scale as the site plan or larger, showing: the location and size of areas to be landscaped; the type, size and placement of plant materials to be installed; the type, size and location of existing trees and significant clusters of trees or shrubs to be preserved; the location and height of proposed earth berms; and the size and design of fences or other screens to be erected. For clarity, detailed plans drawn at a larger scale than the site plan may be submitted to show the typical design and treatment of similar landscaped areas and fencing.

(4) Proposed preliminary engineering plans, drawn at the same scale as the site plan or larger, showing the following proposed conditions:

a. Ground contours at two-foot intervals or less, indicating the direction of surface drainage flow;

b. Ground and floor elevations of buildings and other site improvements drawn to two decimal places;

c. Location, dimensions and composition of roadways, driveways, curb cuts, parking and access facilities, curbing and sidewalks;

d. Location and size of public utility connections, fixtures and easements;

e. Stormwater management plan including the design of sewers, outlets, and retention or detention ponds, with sufficient data regarding site runoff estimates and off-site drainage patterns to permit review of the feasibility and permanence of drainage detention and/or retention as well as the impact on local surface and groundwater;

f. Location and delineation of any wetland that would be disturbed and the location, existing character and proposed treatment of any proposed mitigation sites;

g. Location and screening of exterior trash storage facilities;

h. Type, height and placement of exterior light fixtures, including fixtures mounted on poles and on buildings;

i. Location and status of any floor drains in existing or proposed structures on the site, indicating the point of discharge for all drains and pipes;

j. Location of any on-site wastewater collection, treatment and disposal system;

k. Location of existing and proposed public and private drinking water wells, monitoring wells, irrigation wells, test wells or wells used for industrial processes;

l. Inventory of hazardous substances to be stored, used or generated on-site, in a format acceptable to the local fire marshal (including CAS numbers);

m. Descriptions of type of operations proposed for the property with drawings showing size, location, and description of any proposed interior or exterior areas for storing, using, loading or unloading hazardous substances, hazardous wastes, and/or polluting materials;

n. Description and location for any existing or proposed aboveground and belowground storage facilities;

o. Completed environmental permits checklist on the form provided by the planning and zoning official.

(5) A traffic impact study if so required under the provisions of division 4 of this article.

(6) Proposed preliminary building plans, drawn at an accurate scale, including:

a. Interior floor plans showing the arrangement and use of rooms for each floor, maximum occupancy and seating plans where applicable;

b. Building elevations showing the size, height, architectural style, and exterior materials to be used, and areas intended to be used for wall-mounted signage.

(7) A descriptive text which addresses the following items:

a. The design principles followed in preparing the plans and how the plans address the objectives and criteria specified in section 50-38;

b. The type of occupants anticipated and the market the

project is intended to serve; for nonresidential uses, the intended hours of operation and the expected number of employees; for residential uses, the expected occupancy, the period of leases, and the approximate range of sale prices or rental rates of the proposed dwelling units;

c. The land use statistics reflected in the proposed plans as measured against the required conditions in the applicable zoning district;

d. A rationale for any variances from the requirements of this chapter which may be requested as part of the application.

e. The proposed construction schedule and staging of the development.

(8) Proposed plans showing compliance with the requirements of the public art requirement of Sec. 50-38(6) of the City Code or a detailed narrative of the basis for an exemption from the requirement pursuant to Sec. 50-38(6)-d.

#### **Sec. 50-38. Standards of review for site plan approval.**

A site plan application shall meet the development standards of the use district in which it is to be located and all other required conditions for development in this chapter, comply with other applicable local ordinances and state and federal statutes, and be consistent with the objectives of the comprehensive plan as approved and amended by the city. A site plan application shall also substantially comply with the standards of review specified below. A site plan may be approved subject to certain conditions or modifications necessary to bring the plan into conformance with these requirements, including the approval of any variance that may be granted by the zoning board of appeals.

(1) *General site conditions.* The site shall be designed and developed to provide a logical relationship between functional elements, to effectively serve the purposes for which it is to be developed, and to be reasonably compatible with surrounding properties.

a. The size, height, design and architectural treatment of buildings shall be reasonably compatible with surrounding properties; except, if the site is in an area which is expected to redevelop in accordance with the provisions of the comprehensive plan, the size, height, design and architectural treatment of buildings shall be consistent with the objectives in the comprehensive plan.

b. Buildings, including windows, balconies and other openings, shall be located and designed to provide reasonable privacy for residents and employees on the site and those adjacent to the site; buffers such as walls, fencing, landscape plantings or additional setbacks may be required to protect residents and employees from adverse impacts from



adjacent uses or streets.

c. Yard areas on the site shall be arranged and improved to provide adequate light and ventilation; separation between buildings, roads and other activity areas; trees and other vegetation; passive and active recreational areas; and to improve the appearance of the property, ensure reasonable privacy and enjoyment for residents and employees and promote the public health, safety and welfare.

d. Outdoor activity areas, such as pools, playgrounds, courts, cooking or dining facilities, shall be located and screened sufficiently to minimize impacts on adjacent properties or dwelling units on the site and to provide appropriate security.

(2) *Natural features.* The site shall be designed and developed to minimize the disruption or loss of its desirable natural elements and to enhance its overall appearance by incorporating those elements into required open spaces and setbacks.

a. The design and placement of buildings, other site improvements and open space shall respect the natural topography of the site to minimize the extent of site grading, excavation and filling.

b. Mature trees and significant clusters of trees and shrubs shall be retained where possible to provide shade for buildings and over parking areas and driveways, to maintain privacy between adjacent properties and to enhance the appearance of the site.

c. Within a regulated wetland, no filling, grading, dredging, excavating, draining or construction shall be permitted unless the required permit is first obtained from the Michigan Department of Environmental Quality and/or the city in accordance with chapter 49 of the City Code. Existing wetland areas not regulated by the state or the city and surface drainageways shall be preserved to the maximum practicable extent to maintain stormwater control, water quality, natural habitat and open space.

d. Buildings and other site improvements shall be set back an appropriate distance from the perimeter of preserved natural features to protect them from encroachment, damage, degradation or pollution, both during and after construction, to preserve the aesthetic and functional values of the resources and to provide access to use and maintain the site improvements. All construction activities within the drip line of existing trees shall be minimized to avoid damage to their root systems. Buildings and other site improvements shall be set back from the edge of a wetland or other surface water feature the following minimum distances:

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Setbacks from preserved wetlands and other surface water features:	Minimum distance:
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- Principal buildings .....25 feet
- Accessory buildings and site features supported by frost footings .....15 feet
- Decks, stairways and other features supported by post footings .....10 feet
- Parking areas, driveways and curbing .....15 feet
- Sidewalks, patios and other flatwork .....10 feet
- Stormwater collection, detention or retention facilities .....10 feet

A vegetation strip at least ten feet wide consisting of plant species that are consistent with a wetland habitat shall be provided and maintained around the perimeter of a preserved wetland or surface water feature. Existing trees, shrubs and ground cover may be preserved within this strip or appropriate trees, shrubs and other perennial species native to a Michigan wetland habitat shall be installed to enhance the strip. Once established, this strip shall not be mowed or clear cut, except for vegetation that requires cutting to reseed and maintain healthy growth, and trees and shrubs may be selectively pruned to maintain views of the wetland or water feature and to protect and maintain access to buildings and other site improvements. Pathways no more that ten feet in width may be cleared and maintained to provide access to the wetland or surface water feature. Observation decks or docks may also be permitted to allow viewing of the water feature or wetland.

The setback and vegetation strip requirements in this subsection may be increased or decreased if it is determined that a proposed activity is in the public interest. In determining whether the proposed activity is in the public interest, the benefit which would reasonably be expected to accrue from the proposal shall be balanced against the reasonably foreseeable detriments of the construction or activity, taking into consideration the local, state and national concern for the protection and preservation of the environmental feature in question. The following general criteria shall be applied in undertaking this balancing test:

1. The relative extent of the public and private need for the proposed activity.
2. The availability of feasible and prudent alternative locations and methods to accomplish the expected benefits from the activity.
3. The extent and permanence of the beneficial or detrimental effects which the proposed activity may have on the public and private use to which the area is suited, including the

benefits the natural feature and/or natural feature open space provides.

4. The probable impact of the activity in relation to the cumulative effect created by other existing and anticipated activities in or near the natural feature to be protected.

5. The probable impact on recognized historic, cultural, scenic, ecological, or recreational values, and on fish, wildlife and public health.

6. The size and quantity of the natural feature open space being considered.

7. The amount and quantity of the remaining natural feature open space.

8. Proximity of the proposed activity in relation to the natural feature, taking into consideration the degree of slope and the soil type within and adjacent to the natural feature and the setback area, the quantity and speed of surface runoff expected and the nature of the natural feature to be protected.

9. Economic value, both public and private, of the proposed activity and economic value, both public and private, if the proposed activity were not permitted.

e. Development within designated floodplain areas shall be accomplished in a way that does not alter or obstruct stormwater flow within a designated floodway, maintains the overall stormwater storage capacity of the site and does not increase risks to persons and property.

f. Appropriate ground cover, trees and other vegetation shall be planted and maintained on the site to control stormwater runoff and prevent erosion, siltation and dust, to provide privacy between adjacent uses and mitigate impacts from noise and lights, and to enhance the appearance of the site.

g. Parking and access facilities shall be landscaped in accordance with the requirements of subsection 50-816(8) of this chapter.

(3) *Traffic access.* The site shall be designed and developed to provide safe and efficient access for all forms of travel and to minimize impacts on adjacent public facilities.

a. The site shall not overburden adjacent public streets nor

cause significant hazards to public safety due to excessive traffic generation or inadequate traffic control.

b. Existing and proposed public streets shall be designed and constructed in accordance with the requirements of chapter 40 of the City Code and applicable local standards and specifications.

c. Roadway or driveway connections between the site and adjacent public streets shall be spaced sufficiently apart and may be limited in number to minimize congestion and delays in traffic flow along the adjacent public streets and to minimize conflicts with other turning movements on adjacent public streets or private driveways.

d. Where practicable, principal access to and from the site shall be provided from major streets; access to local streets shall be designed to avoid excessive traffic volumes and speed through adjacent neighborhoods.

e. Appropriate curb radii and lane widths shall be provided and acceleration and deceleration lanes may be required at roadway or driveway openings to protect public safety and minimize congestion and delays along adjacent public streets.

f. Separate turn lanes may be required at roadway or driveway openings to reduce on-site stacking and congestion and such lanes shall be clearly marked.

g. Secondary access may be required to adjacent public streets or alleys or through adjacent private parking areas to provide sufficient access for emergency vehicles.

h. Where two or more adjacent sites may be developed for similar or complementary uses, the city may require the creation of shared or linked access facilities, which may be constructed in phases, to minimize turning movements on public streets and provide access between the adjacent uses.

i. Roadways and driveways within the site shall be designed to provide safe and efficient access while minimizing speeds and safety risks; the placement of traffic control devices within the site may be required to regulate speeds and minimize safety risks.

j. Sidewalks shall be installed to provide safe and convenient pedestrian and bicycle access to and within the site, including sidewalks along public street frontages and linkages between such sidewalks and all principal buildings, between the principal buildings and parking facilities

on the site, and between adjacent sites, where practicable.

k. Sidewalks and other pedestrian access pathways within the site shall be located to minimize conflicts with vehicular traffic and enhance safety; pavement markings and signs may be required at principal points where pedestrians would cross driveways within the site.

l. Sidewalks and ramps within the site shall be designed to provide safe and convenient barrier-free access.

m. Parking facilities shall be located and designed to provide safe and convenient access to the building(s) they are intended to serve and, where practicable, to separate maneuvering areas from principal routes of traffic flow through the site.

n. Parking areas shall be located or sufficiently screened to avoid headlights projecting into windows of residential dwellings.

o. Parking and access facilities shall be designed and constructed in accordance with the requirements of section 50-816 of this chapter.

p. Bicycle parking and storage facilities shall be provided in accordance with the requirements of section 50-820 of this chapter.

(4) *Utilities and public services.* The site shall be designed and developed to facilitate the efficient provision and maintenance of adequate public services.

a. Existing and proposed utility services to and within the site shall be of adequate size and design to serve the expected needs of the development.

b. Appropriate easements shall be provided to the city to afford access to all existing, proposed and known future extensions of public utilities on or adjacent to the site.

c. The site shall be designed and developed to afford adequate access for fire suppression and other emergency services; fire hydrants, stand pipes and similar water service connections may be required; designated fire lanes may also be required.

d. Stormwater collection and discharge facilities shall be provided and designed to minimize the risk of flooding or soil erosion, on or off the site; stormwater detention or retention facilities may be required to regulate the rate of flow of stormwater off the site to avoid flooding and to comply with the requirements of article IV, chapter 34, of the City

Code.

e. Stormwater collection and discharge facilities and site grading shall be designed to avoid runoff onto adjacent properties and public streets and sidewalks.

f. Stormwater treatment facilities shall be provided as required by the city engineer to comply with the city's Michigan Department of Environmental Quality NPDES Phase II Stormwater Permit.

g. Loading docks, loading spaces and other service areas and external utility and mechanical equipment shall be located and screened to minimize noise, vibration, or visual impacts which may affect adjacent properties or residents within the development; walls or other solid screens may be required to attenuate noise impacts.

h. Adequate containers or compactors shall be provided on the site to collect and store trash or other waste materials and recyclable materials; such containers or compactors shall be effectively screened to obscure them from view, prohibit materials from blowing away and to control access; such containers shall also be located as inconspicuously as possible on the site.

i. In order to further the goal of the city to minimize the disposal of solid waste and to maximize waste diversion through recycling, every owner of a multiple dwelling approved for construction after January 1, 2007, shall construct, provide, and maintain adequate and safe facilities or containers for the collection, storage, and disposal of recyclable materials placed for collection by their tenants, unless such premises is approved by the Director of Public Works for city curbside recycling services as provided in article III of chapter 36 of this code.

j. Exterior lighting shall be installed as necessary to provide adequate safety and security; all exterior lighting shall be designed and shielded to direct the light downward and avoid projecting light onto adjacent properties or creating glare along public streets; pole-mounted lights shall be restricted in height to be in scale with the site and its environment and avoid projecting light onto adjacent properties.

(5) *Environmental protection.* The site shall be designed and developed to minimize any risk of pollution of natural resources and to protect the public health, safety and welfare.

a. The project and related improvements shall be designed to protect land and water resources from pollution, including pollution of soils, groundwater, rivers, streams, lakes, ponds, open drains and

wetlands.

b. Stormwater retention, detention, transport, and drainage facilities shall be designed to use or enhance the natural stormwater system on-site, including the storage and filtering capacity of wetlands, watercourses, and water bodies, and/or the infiltration capability of the natural landscape. Stormwater facilities shall not cause flooding or the potential for pollution of surface or groundwater, on-site or off-site. Stormwater facilities shall not damage natural features by depositing pollutants in them, by draining them or by depriving them of sufficient stormwater runoff to maintain their natural condition.

c. General purpose floor drains shall be connected to a public sanitary or combined sewer system or an on-site holding tank (not a septic system) in accordance with state, county and municipal requirements, unless a groundwater discharge permit has been obtained from the Michigan Department of Environmental Quality. General purpose floor drains which discharge to the public stormwater system or into the groundwater are generally prohibited.

d. Sites at which hazardous substances, hazardous wastes, or potentially polluting materials are stored, used, or generated shall be designed to prevent spills and discharges of such materials to the air, surface of the ground, groundwater, lakes, streams, rivers or wetlands.

e. Secondary containment facilities shall be provided for aboveground storage of hazardous substances, hazardous wastes, or potentially polluting materials in accordance with state and federal requirements. Aboveground secondary containment facilities shall be designed and constructed so that the potentially polluting material cannot escape from the unit by gravity through sewers, drains, or other means, directly or indirectly into a sewer system, or to the waters of the state (including groundwater).

f. Underground storage tanks shall be registered, installed, operated, maintained, closed or removed in accordance with regulations of the Michigan Department of Environmental Quality.

g. Aboveground storage tanks shall be certified, installed, operated, maintained, closed or removed in accordance with regulations of the Michigan Department of Environmental Quality.

h. Bulk storage facilities for pesticides and fertilizers shall be in compliance with requirements of the Michigan Department of Agriculture.

i. Abandoned water wells (wells that are no longer in use or are in disrepair), abandoned monitoring wells, and cisterns shall be plugged in accordance with regulations and procedures of the Michigan Department of Environmental Quality.

j. State and federal requirements for storage, spill prevention, recordkeeping, emergency response, transport and disposal of hazardous substances, hazardous wastes, liquid industrial waste or potentially polluting materials shall be met. No discharge to surface water or groundwater, including direct and indirect discharges of waste, waste effluent, wastewater, pollutants, or cooling water, shall be allowed without approval from appropriate state, county and local agencies.

(6) *Public art requirement.* Unless the project is exempt from this requirement pursuant to subparagraph (6)-d of this paragraph, the site shall be designed and developed to contain public art as defined by Sec 2-313 of the City Code and in accordance with the following:

a. A budget for the public art required by this section shall be established based on the allocation of 1% of the total project cost up to \$25,000 to be committed to the procurement and display of public art on the site.

b. The public art shall be a work of art as defined by Sec 2-313 of the City Code and shall be approved by the City's Arts Commission in accordance with the definition of public art and the standards set forth in Sec. 2-315(a)(1) & (7) of the City Code and the City Council prior to site plan approval. The approval by the Arts Commission and City Council shall not be unreasonably withheld.

c. The total allocation as established pursuant to subparagraph (6)-a shall be expended on those items listed in Sec. 2-314 (a) (1) through (4) of the City Code and shall not include any other expenditures. Maintenance shall be the responsibility of the owner of the property in addition to the allocation established by subparagraph (6)-a. Failure to install the public art as required by this subparagraph and in accordance with the approved site plan shall result in denial of a certificate of occupancy. Failure to properly maintain the public art in accordance with the approved site plan is a violation of the zoning code and subject to enforcement pursuant to the provisions of Sec. 50-33. Prior to any enforcement action a violation notice shall be sent to the responsible party. A failure to cure the violation within 30 days shall constitute a violation and each day thereafter that the violation remains uncured shall constitute a separate offense.

d. The following projects are exempt from the public art



requirements of this section:

1. Projects where the application of this requirement would constitute a governmental taking or otherwise be contrary to law, as determined by the Zoning Administrator, under the particular facts and circumstances of that case as explained in detail by the applicant. The Zoning Administrator may request additional information from the applicant if insufficient information is provided with the site plan to make a determination. The applicant has all appeal rights as would otherwise be applicable to any determination by the Zoning Administrator.

2. Projects where the total project cost is less than \$500,000.00.

3. Residential projects containing fewer than 4 residential units.

4. Projects where, upon issuance of the building permit, the applicant donates an amount equivalent to the amount established pursuant to subparagraph (6)-a of this paragraph to the public art fund as established pursuant to Sec 2-312 of the City Code or donates a "work of art" approved by the art commission of equal value to the fund as established pursuant to subparagraph (6)-a of this paragraph.

5. Projects that are renovations of existing buildings where the total project cost is less than \$2.5 million.

e. A developer may choose to partially exempt a project from the public art requirement of this section to the extent the developer chooses to donate funds or works of art less than the amount established pursuant to subparagraph (6)-a of this paragraph in which case the budget required for public art shall be reduced by a corresponding amount.

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Nathan Triplett, Mayor

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Marie E. Wicks, City Clerk

MINUTES  
CITY OF FARMINGTON HILLS  
FARMINGTON HILLS CITY COUNCIL  
CITY HALL – COMMUNITY ROOM  
JULY 8, 2024 – 5:30PM

The study session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 5:30pm.

Council Members Present: Aldred, Boleware, Bridges, Bruce, Dwyer, Knol (arrived at 5:33pm), and Rich

Council Members Absent: None

Others Present: City Manager Mekjian, City Clerk Lindahl, Assistant City Manager Mondora, Police Chief King, and City Attorney Joppich and Berger

**CLOSED SESSION**

**CONSIDERATION OF APPROVAL TO ENTER INTO A CLOSED SESSION TO CONSIDER AND DISCUSS ATTORNEY CLIENT WRITTEN COMMUNICATIONS FROM THE CITY ATTORNEY UNDER SECTION 8(1)(H) OF THE OPEN MEETINGS ACT AND SETTLEMENT STRATEGY IN CONNECTION WITH PENDING LITIGATION UNDER SECTION 8(1)(E) OF THE OPEN MEETINGS ACT AND RELATING TO THE CASE OF GLENN V FARMINGTON HILLS (OAKLAND COUNTY CIRCUIT COURT; CASE NO. 2023-204484-NI). (NOTE: COUNCIL WILL RETURN TO OPEN SESSION IMMEDIATELY FOLLOWING THE CLOSED SESSION).**

MOTION by Bridges, support by Aldred, that the City Council of Farmington Hills hereby approves entering into a closed session to consider and discuss attorney client written communications from the City Attorney under Section 8(1)(h) of the Open Meetings Act and settlement strategy in connection with pending litigation under Section 8(1)(e) of the Open Meetings Act and relating to the case of Glenn v Farmington Hills (Oakland County Circuit Court; Case No. 2023-204484-NI).

Roll Call Vote:

- Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH
- Nays: NONE
- Absent: NONE
- Abstentions: NONE

MOTION CARRIED 7-0.

**Council entered into open session immediately following the closed session at 6:29pm.**

**STUDY SESSION ITEMS**

**CITY COUNCIL TRAVEL AND ATTENDANCE AT CONFERENCES, AND MML DELEGATE DISCUSSION**

City Manager Mekjian explained that as part of the budget adoption process, the City council agrees on a budgeted amount for City Council to attend Conferences and Workshops. This year’s City Council Conference budget includes:

- MML Convention (Fall, 3 people)
- Elected Officials Academy (Twice annually, 6 people)
- National League of Cities (Spring, 3 people)
- MML Capital Conference (Spring, 2 people)
- Michigan Association of Mayors (1 person)
- Mayor's Innovation Project (1 person Twice Annually, Winter & Summer)
- Mackinac Policy Conference (TBD)
- U.S. Conference of Mayors (1 person, Twice Annually)

At the conclusion of this year's City Council budget discussion on this topic, there was lack of clarity as to the consensus of City Council; City Administration is seeking clarity and consensus from Council on the following items:

- What conferences would City Council like to attend?
- What is the maximum number of City Councilmembers to attend these conferences?
- How would City Council prefer to address attendance at future conferences that are not budgeted?
- Who are the voting delegates for the fall MML convention?

The new budget will be amended to reflect any changes made.

#### Council discussion

Council discussion focused on past practice, which varied depending on available funding. There was some support for staying within the budgeted amount, and not continually increasing it. On the other hand, some councilmembers strongly supported allowing attendance at conferences where attendance will benefit the Council and the City and increasing the budget to make attendance possible for more members.

After discussion, consensus of Council appeared to support the following changes:

- Budget for 5 members to attend NLC, and 7 members to attend MML. As a practical matter, any Councilmember who wanted to attend NLC or MML meetings should be able to go; it is unlikely that the schedules of all Councilmembers will allow them all to attend the same conference at the same time.
- A Councilmember who is serving on a special committee at NLC or MML should be able to attend meetings related to that responsibility.
- The budgeted amount for NLC attendance is too low and should be raised.
- Meal allowances should be increased; allowed meal amounts have not changed since 2004.

Other discussion:

- The amount budgeted for the Mackinac Policy Conference will not cover the cost of attending that conference, which is very expensive. In any event, it is too late to register for this year's conference.
- The Elected Officials Academy is offering a hybrid version of their courses, with some attendance online.

- Regarding attendance at the fall MML conference, it was consensus of Council to have Mayor Rich as voting delegate, with Boleware as alternate. Councilmember Boleware will be honored at the first woman to go through the Women's Elected Leadership Intensive program.

### **DISCUSSION ON OPTIONS FOR PUBLIC ART FUNDING**

City Manager Mekjian explained that City Council identified researching funding options for public art during its January 2024 goal session. Mekjian's July 8, 2024 memo provided information on how a variety of other communities fund, define, select, place, and decommission public art:

- Southfield, funding source: Zoning Ordinance. Oversight: Public Arts Commission/CC
- Marquette, funding source: \$30,000 General Fund Annually. Oversight: Public Arts Commission/CC
- Sterling Heights, funding source: \$100,000 General Fund Annually. Oversight: Arts Commission / Community Relations Dept.
- East Lansing, funding source: 1% of Public Facilities or Capital Improvements and 1% as part of site plan approvals up to \$25,000. Oversight: Public Arts Commission/CC

### **Council discussion**

#### **Art Funding and Public Appeal**

- If public funds are utilized for art, the result should be broadly appealing, reflecting the interests of the general population who pay property taxes. Public money should not be invested in obscure art that fails to resonate with the majority of residents. Public art reflects a community's soul and enhances quality of life.
- Council discussed collaborating with the Arts Commission and/or hiring a consultant to create an art master plan, ensuring a cohesive strategy that aligns with the City's branding and financial considerations.
- Council stressed the importance of continued support for artists in Farmington and Farmington Hills.

#### **Funding Strategies**

- Council discussed developing a hybrid funding program, using both public and private funds. Public art is an investment in the community, and enhances quality of life.
- Southfield's model – capping contributions based on project value – was cited as a potential framework. This model had shown success, resulting in the integration of public art in Southfield, with positive reception from the business community there.
- In Sterling Heights the business community fought funding for public art via a percentage of development costs, and Sterling Heights ended up using General Fund money, with significant public art installed.
- Charging developers for public art increases the cost of doing business in a community. As an older community, Farmington Hills should do everything it can to make the community a desirable place for redevelopment. If the entire community wants public art, the entire community should pay for it.
- Mayor Rich said that at the Mayor's Conference, which was for cities with greater than 30,000 population, some mayors shared that in their cities 1/10 of 1% of development costs go toward public art. While sometimes this met initial resistance, eventually the public art enhanced the community so significantly that the business community came to fully support this effort.
- There appeared to be consensus that PUD agreements provided opportunities for integrating art as part of the public benefit of the agreement. PUDs allow for discretionary approval which could

include funding mechanisms like a percentage of project costs. This seemed like a fair exchange for getting certain zoning requirements waived.

- The new Hunter Square development is an appropriate place for art integration via the PUD tool, as has already been discussed during PUD approval. The new owner of that development has indicated they want to honor the discussions about a public art component.
- Other PUDs coming forward should be asked to have a public art component.
- Locations for public art funded via the General Fund or other dedicated budgets might include key intersections such as the 696 Interchange, 12 and Orchard Lake, Grand River and Halsted, Grand River and 8 Mile, the roundabout at Orchard Lake, etc.
  - Council will see a rendering of the gateway sign at Orchard Lake/696 at the August study session, proposed to be funded via the General Fund.
- Add public art to the 12-Mile Corridor, Orchard Lake Corridor and Grand River Corridor studies.

### **Legal Considerations**

Art is speech. It is important to respect artists' and property owners' rights under the First Amendment. Public art initiatives must comply with legal standards while fostering artistic expression.

### **UPDATE FROM DTE REPRESENTATIVES**

DTE representatives present this evening included:

- Jennifer Whittaker, DTE Government Affairs Liaison
- Brian Calka, Vice President, Distribution Operations
- Maria Arpino, Manager, Distribution Operations Strategy
- Dan Mahoney, Director of Policy and Regional Affairs and Corporate Affairs

Utilizing a PowerPoint presentation, DTE representatives led by Brian Calka focused on the following:

- Improvements in Farmington Hills since summer 2021.
- Description of how electrical service is delivered to Farmington Hills via 10 substations.
- In recent years, reliability performance in Farmington Hills has been driven by severe weather events, and DTE has invested \$50M in Farmington Hills in the past 5 years, split 50/50 between tree trimming and infrastructure improvements. An additional \$50M will be invested over the next 5 years.
- Based on nationally-accepted metrics, reliability in the City has improved, with residents experiencing as a whole 1.6 outages per year. If the rest of 2024 holds with what has been experienced so far, residents on average will experience .8 outages for the year.
- Absent severe weather, outages generally last no longer than 2 hours. Severe weather will extend outage time. For example, 80% of the outages in 2024 so far were a result of the June 19 storm.
- Any outage of 5 minutes or longer is considered an official outage.
- The system is designed to create very short outages should a fault occur – these are the outages that cause minor annoyances such as resetting clocks, etc.

In response to questions, the DTE representatives provided the following:

- Tree trimming strategies reduce outages related to trees by 50%.
- Retrofitting existing infrastructure from aboveground to underground is four to five times more expensive than constructing aboveground infrastructure, and is not the panacea many people think it will be.

- DTE knows where the most frequent outages occur in the City, and tries to address those areas by infrastructure investment and tree trimming.
- There is a new tool on the DTE website where a resident can see the most recent reliability performance information for their area: <https://www.dteenergy.com/us/en/residential/service-request/system-improvements/system-improvements/power-improvements-map.html>
- Transformers do not typically fail on clear summer days. If and when that happens, and if an address can be provided, DTE can provide information as to what caused that transformer to fail.
- All reliability numbers are backed by verifiable data.
- DTE will follow up with the City and HOA representative who has complained about DTE maintenance/upgrades being done with no notice to the neighborhood, including use of excavators with holes being left open.

#### Council discussion

- In some areas of the City residents have so many outages that they invest in expensive generators. Council is very aware of these areas because they receive calls from the residents.
- Council said that the reliability numbers cited by DTE do not reflect the experience of people on the ground, including in council member neighborhoods. Electricity goes out much more often than 1.6 times a year in many neighborhoods in the City. Every year the outages seem to increase, and the same neighborhoods have experienced a greater number of outages for many years, without apparent improvement.
- Farmington Hills has an aging population, some of whom depend on electricity to power live-supporting equipment.

#### DTE response

- Every utility in the country is dealing with an increase in severe weather events. DTE, and other utilities nationwide, are working to harden their grids, and to do what it takes to restore power much more quickly than has been historically done.
- DTE will be investing \$9B across the region in the next 5 years, with another \$50M spent in Farmington Hills. DTE is utilizing a 4-point plan:
  1. Accelerate the transition to a smart grid, in order to restore power more quickly and efficiently.
  2. Upgrade existing infrastructure.
  3. Rebuild the grid in some areas.
  4. Complete tree trim surge and remain on cycle.

#### Discussion of June 19, 2024, storm event

- Microbursts created significant havoc in this area; it was a devastating and extraordinary event with winds over 60mph resulting in heavy tree and equipment damage.
- As shown on the PowerPoint, over 110,000 customers were out of power. DTE replaced thousands of assets in the field, using manual processes (not a quick restoration activity).
- For this type of event, every DTE employee fulfills a storm role.
- DTE brought in 200 crews from outside the state; in hindsight they should have brought in more.
- The goal is to restore power for all residents within 48 hours. 92% of outage locations were restored within 48 hours. 99.8% were restored in 72 hours. Farmington Hills estimate accuracy was 49%; DTE is working to improve its estimate accuracy.

Closing discussion

- Council continued to be concerned about the number of City residents who complain about having unreliable power, with frequent outages. The reliability statistics presented by DTE did not seem accurate in light of the number of complaints received.
- Council asked for more frequent updates.
- Council asked about tree trimming that shaved an area out of the center of the tree, with branches above and below the DTE lines.

In response, DTE representatives explained that they will offer to remove trees, but homeowners typically don't want to have the tree removed, so the trimming as just described occurs. The tree has to be trimmed in a way that give clearance that will last 5 years, until the next tree trimming cycle occurs in the area.

Council suggested that DTE offer a stipend for tree replacement, if permission is given for tree removal.

Council thanked the DTE team for their attendance this evening.

**ADJOURNMENT**

The study session meeting adjourned at 7:23pm.

Respectfully submitted,

Carly Lindahl, City Clerk

**MINUTES  
CITY OF FARMINGTON HILLS  
FARMINGTON HILLS CITY COUNCIL  
CITY HALL – COMMUNITY ROOM  
OCTOBER 28, 2024 – 6:00PM**

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

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

Council Members Absent: None

Others Present: City Manager Mekjian, Assistant City Manager Mondora, City Clerk Lindahl, Directors Brockway, Kettler-Schmult, Rushlow and Schnackel, and City Attorney Joppich

**DISCUSSION ON ZONING TEXT AMENDMENTS**

Council Member Rich introduced this agenda item, and City Manager Mekjian provided a brief overview, noting that Draft Zoning Text Amendment 2, 2024 had been discussed at the September 16, 2024 joint meeting with the Planning Commission.

**Background**

Referencing her October 28, 2024 memorandum, Director of Planning and Community Development Kettler-Schmult outlined the purpose of ZTE 2, 2024, emphasizing that the text amendments will help the Planning Commission consider opportunity cost, and provide the Commission with tools to be more selective and require higher quality development, to pressure the market to redevelop vacant or underutilized property, reduce blight, enhance community appearance, and provide a stronger basis for zoning enforcement.

The zoning text amendments primarily affect B-3 zoning classifications, transitioning several uses—such as automotive repair, drive-in restaurants, gasoline service stations, vehicle rental spaces, and car washes—from principal uses to those requiring special approval.

On October 17, the Planning Commission moved to recommend approval of the zoning text amendment with two changes:

- 1) To reduce the minimum number of outdoor seats for drive-through restaurants from eight to six.
- 2) Add language that would allow the Planning Commission to waive the outdoor seating requirement under certain limited circumstances.

The text amendment is part of a series of forthcoming updates to the Zoning Ordinance, to bring the ordinance more in line with the newly adopted Master Plan.

**Council discussion**

In response to questions, Director Kettler-Schmult gave the following information:

- Businesses legally operating under current zoning would maintain their legal conforming use status. Any new development will have to conform to the updated zoning ordinance.



- The term “drive-in restaurant” traditionally applies to both drive-in and drive-through establishments, such as A&W and McDonald’s. The definition is being updated to better reflect the intent of the ordinance. For instance, the definition should not include every restaurant that offers carry-out services.
- There were only two drive-in restaurants in the City.
- Regarding potential redundancy in the ordinance relative to the classification of coin-operated amusement devices, Director Kettler-Schmult clarified that the separate regulations reflected that such uses could serve as either primary or accessory functions, depending on the establishment.
- Regarding those uses that are transitioning to special uses, the change is designed to provide higher scrutiny while allowing existing businesses to continue operating under their current approvals. The Special Approval process ensures public notification and evaluation of impacts on neighboring properties.
- The intent behind limiting certain land uses, such as gas stations and repair shops, is to promote diverse, vibrant businesses while avoiding saturation of specific uses at key locations.
- Staff had conducted a study of the number of gas stations and car washes in nearby communities as well as in Farmington Hills; this information will be provided to Council.
- Opportunity cost is a way of explaining trade-offs in decision making. Filling prominent locations with certain businesses limits opportunities for other potential developments, impacting the city’s ability to attract new businesses.
- Design standards are still to be determined. The standards will be incorporated directly into the zoning ordinance.

City Attorney Joppich provided context on the broader process of implementing the Master Plan through incremental zoning amendments. The current amendments are the initial step, with additional amendments expected to follow, providing a phased implementation of the Master Plan.

#### **DISCUSSION ON PUBLIC ART FUNDING**

City Manager Mekjian summarized prior discussions and the City’s current contributions, including:

- Public art projects funded through the general fund, including the planned public art installation at 696 and Orchard Lake Road, and landscaping at the roundabout between 13 Mile and 14 Mile Roads (~\$350K project), which will prep that area for public art.
- Collaboration with developers to incorporate public art in new developments, particularly Planned Unit Developments.

#### **Background - Director Kettler-Schmult**

Director Kettler-Schmult provided an overview of positive community feedback during the recent Master Plan update process and research on funding mechanisms, noting various approaches used by other municipalities:

- Public funding through general funds or capital improvement projects.
- Private investment, including donations and grants.
- Rental/loan agreements with artists.
- Hybrid models, such as dedicated public art funds supported by developer contributions.

#### **Public Art Examples and Case Studies – Planning Consultant Bahm, Giffels Webster**

Utilizing a PowerPoint presentation, Planning Consultant Bahm elaborated on public art funding models from across the U.S. In 2023, \$4.4 billion of public art was commissioned by corporations, cities, airports, hospitals, churches, and other organizations.

- Benefit of percent for art programs
  - Provides a stream of funding, assuring public art projects will be planned each year.
  - Leverages private investment
- Michigan Programs
  - Southfield: CIP and private development, per formula
  - Marquette: General Fund \$30,000
  - Sterling Heights, General fund \$100,000
  - East Lansing: 1% of CIP, 1% site plan approvals
  - Ann Arbor: Allocates a percentage of its CIP budget per project.
  - Traverse City: Operates through its Downtown Development Authority with general funds, grants, and mini-grant programs.
- Programs throughout US – variety of funding methods:
  - Washington DC, Charlotte NC, Oklahoma City OK: 1% of CIP
  - States of Florida, Illinois, Minnesota: a percentage of construction/capital costs for state buildings
  - Tampa FL, Nashville Metro Area TN: percentage of CIP
  - Houston TX: Hotel/motel tax
  - Phoenix AZ: General Fund, public art funds, lottery revenue, regional and federal grants
  - Napa CA and Tampa FL: % of private development costs committed to art installation or contribution to public art fund
- Incentives and Zoning Tools
  - Density bonuses.
  - Overlay districts that support mixed-use development, specifically provide bonuses to developments that provide artist live/work space (Lowell MA).
  - Artist overlay districts and relocation programs to revitalize certain districts (Nashville TN & Paducah KY used this to revitalize historic districts).
  - Provide flexibility in land uses through Arts, Culture, and Small Business Overlay (Phoenix AZ).

**Takeaway:** There are different models of funding. As Council thinks about the kind of program you want to create, start to think about what you want, and what you don't want.

**Takeaway:** Who will approve and oversee the installation of public art? A formalized process could ensure consistency and equity in public art approvals.

**Takeaway:** Think about zoning tools and incentives that can be used in Farmington Hills

**Council discussion:**

Council Member Boleware shared her experience of repeat visits to Paducah, Kentucky, noting the success of its artist residency program in revitalizing the historic district.

Discussion focused on funding possibilities:

- CIP Contribution: Farmington Hills' CIP could allocate approximately \$50,000 annually to public art at 1%.
- Private Sector Involvement: Businesses like Mercedes-Benz are contributing to public art voluntarily.

- PUD Public Art Requirements: Council supports including public art in PUDs with a formalized evaluation process.
- Public art ordinances and/or policy could consider decommissioning or rotating some art to maintain vibrancy.
- Arts Commission Role: Emphasis on involving the Arts Commission and community members in public art decisions. Guidelines should be developed, such as no political advocacy.
- Southfield Case Study: Southfield's public art program has shown economic and community benefits.
- Council requested more information on how the City of Farmington funds its public art (Riley Park, the Raven), specifically whether it uses DDA funds or CIP allocations.
- What kind of art is Council looking for? Murals? Paint? Space? Sculpture?
- Can Tax Increment Financing (TIF) funds be used?

### Guest Comments

Economic Development Director Brockway introduced guests from the development community and local DDAs, including Tony Antone, Kojaian Company; Gavin Beckford, Canton DDA; Matt Schiffman, CEO of PA Commercial; and Scott Elliott, Signature Associates.

Comments included:

- Developers need to know upfront what is important to a community. Requiring participation in public art is not a deterrent as long as costs are reasonable, and would not keep businesses from investing in Farmington Hills, but developers need clear guidelines and focused implementation, similar to understanding that trees are important to the City and there are rules about that.
- Businesses need to retain some control over the type of art installed so that it aligns with their business character.
- It is important to have landmarks in the City. Planning where public art is wanted, on what corridors, is important.
- ArtPrize in Grand Rapids has been immensely successful and has brought a lot of attention and business to that city.
- Developers partner with the communities where they operate. Being a partner for public art aligns with that philosophy.

**Takeaway:** Public art is generally supported by developers if guidelines are clear and costs reasonable.

Gavin Beckford, Economic Development and Downtown Development Authority Manager for Canton Township:

- Described Canton's partnership with the Midwest Sculpture Initiative, which rotates sculptures annually, funded by the DDA.
- Stressed the importance of a strategic, fair, and well-communicated plan for public art to avoid deterring businesses.
- Highlighted the need for comprehensive agreements with businesses, including provisions for maintenance of the art.

### Equity and Small Business Concerns

There was a need for fairness when considering contributions from small businesses, which may operate on tighter budgets compared to larger corporations. A framework for private developer contributions could consider small and large businesses differently.

**Next steps**

City Manager Mekjian will come back with a recommendation:

- City's contribution to be based on public facility improvement.
- Develop a private contributions framework, acknowledging that private art contributions should be balanced, considering the financial capacity of small businesses.

On the question of offering incentives for developers contributing public art, City Attorney Joppich emphasized caution when using public art as a trade-off for zoning concessions like density or setback reductions, as this could undermine zoning regulations that are in place for a purpose.

Attorney Joppich also highlighted the importance of equity. Businesses must be treated fairly under any public art funding policy. He referred to Southfield's ordinance, which sets a \$1 million threshold for construction projects, with 1% of the project cost allocated to public art, capped at \$25,000. Projects below the threshold are exempt, providing a fair and balanced approach.

**Planning for Public Art**

- A Master Plan for Public Art, specifically to identify locations for art installations, could be considered.
- The Arts Commission should be involved in selecting art for designated locations. The Corridor Improvement Authority (CIA) could create its own plans for specific areas.
- Tax Increment Financing (TIF) funds could potentially be used for public art in the Grand River Corridor.
- Planning Consultant Bahm suggested starting with a pilot project on public properties and expanding based on the success of initial installations.

Mayor Rich thanked the participants, staff and Council for their contribution.

**ADJOURNMENT**

The Study Session meeting was adjourned at 7:18pm.

Respectfully submitted,

Carly Lindahl, City Clerk



**INTEROFFICE CORRESPONDENCE**

DATE: February 20, 2025  
TO: Mayor and City Council  
FROM: Jacob Rushlow, Director of Public Services  
SUBJECT: Food Waste Elimination Pilot Program

At the February 24, 2025 study session I will be providing City Council with information about our pilot program through "Make Food Not Waste" aimed at the elimination of food waste in the community and the greater metro region. Mike Csapo with RRRASOC and representatives with "Make Food Not Waste" will be in attendance to share information, strategies, and frameworks for this pilot program.

MAKE FOOD  
NOT WASTE





## FOOD WASTE FACTS



- **38% of food supply** goes to waste
- Average person wastes **1 pound of food per day**
- Michigan landfills more than **2 billion pounds** of food a year
- Food = 25% of landfills, **58% of landfill methane emissions**
- Average Michigander spends **\$759/year** on food they don't eat
- 12.8% of Americans face **food insecurity**



**FOOD WASTE  
REDUCTION:  
A smart  
investment**



NEW YORK TIMES BESTSELLER

**DRAWDOWN**  
THE MOST COMPREHENSIVE  
PLAN EVER PROPOSED TO  
REVERSE GLOBAL WARMING  
EDITED BY PAUL HAWKEN



◆ SOLUTION

Reduced Food Waste

Health and Education

Plant-Rich Diets

Refrigerant Management

Tropical Forest Restoration





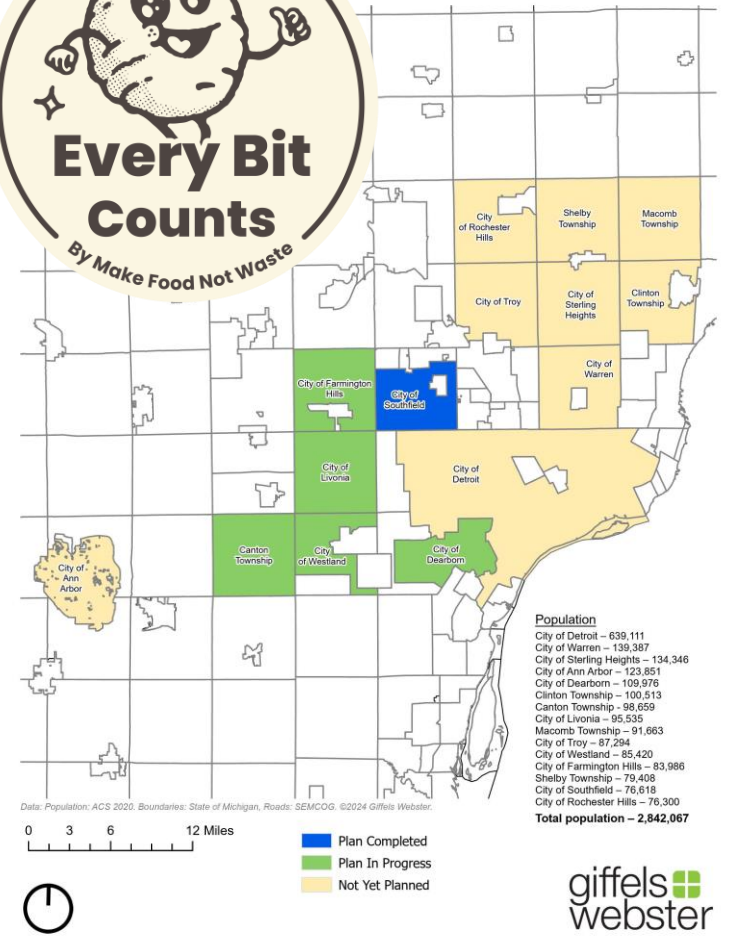
# A LOCAL AND NATIONAL STRATEGY



☰ 🔍 Newsletters **CRAIN'S DETROIT BUSINESS** A CRAIN FAMILY BRAND Good Afternoon, DANIELLE

Nonprofits & Philanthropy

## A Detroit nonprofit wants to eliminate all of Southfield's food waste. That's 15K tons.



- **Goal:** Meet Michigan’s goal of cutting food waste in half by 2030 (1B pounds)
- **Primary Focus:** Prevent and divert ALL food scraps in Southeast Michigan’s 15 most populated cities and townships (750M pounds)
- **Secondary Focus:** Encourage smaller cities and towns to participate (remaining 250M pounds)





# FIRST CITY: SOUTHFIELD



**Food Waste in Southfield**

Southfield, Michigan, produces approximately 15,000 tons of food waste annually. It is estimated that the food rescue potential in Southfield is approximately 10,000 tons.

**\$4.4M**  
OF UNMET MEALS

**11.1%**  
POPULATION IN POVERTY

**13%**  
OF HOUSEHOLDS DO NOT PARTICIPATE IN COMMUNITY GARDENS

**to Zero Food Waste in Southfield | 23**

**The Blueprint | Residences**

**toolkits**

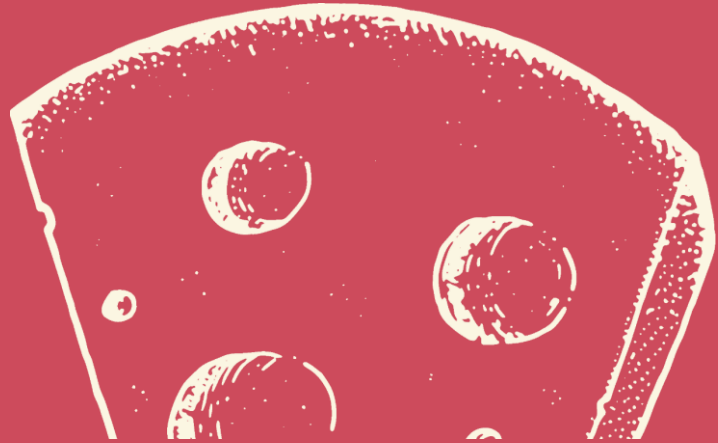
...n and educational resources they need to prevent...  
...ols to reinforce new skills. Providing those tools will

...tickers, a refrigerator thermometer, grocery list pad,  
...will be mailed to all residences with key tips and

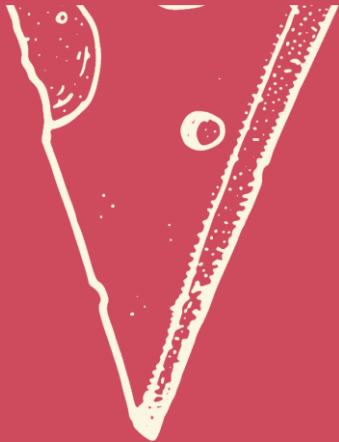
**Every Bit Counts**  
to Make Food Last Longer

...help prioritize and remind people what food should  
...food, which can reduce food waste and save

**A Blueprint to Zero Food Waste in Southfield | 23**

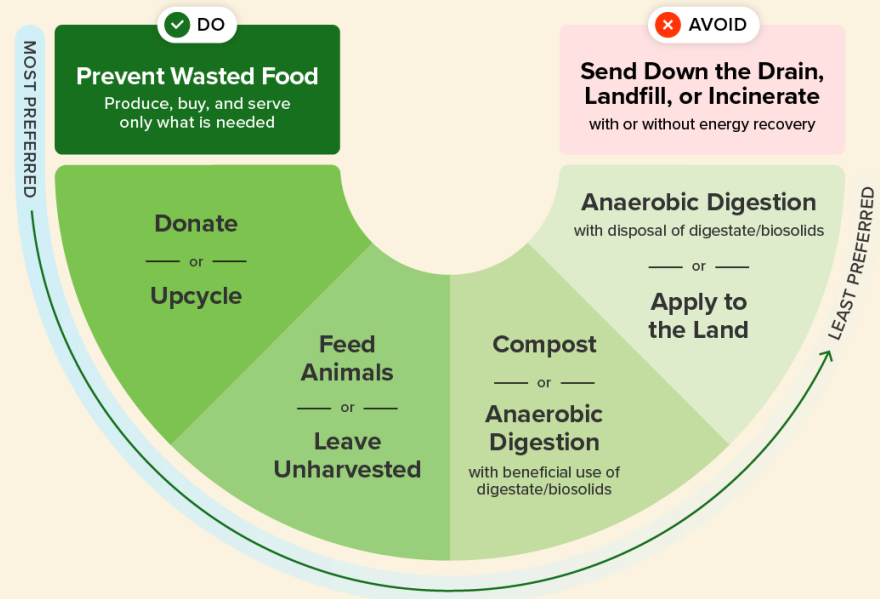


# A ZERO FOOD WASTE HOW TO



## Wasted Food Scale

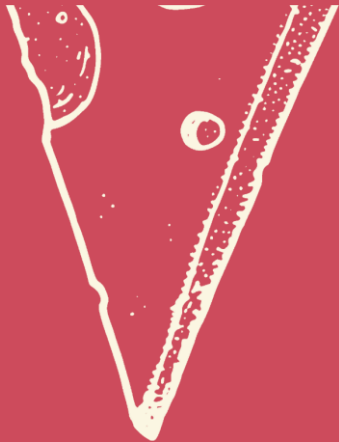
How to reduce the environmental impacts of wasted food



October 2023



## WHERE WE ARE NOW



- **Planning:** Farmington Hills, Canton, Westland, Livonia and Dearborn
- **Implementation:** Seeking funding for Southfield
- **Additional support**
  - County Materials Management Planning
  - Resource for smaller cities and townships



## FARMINGTON HILLS FOOD WASTE



- Total food waste: **26,500,000 pounds** (12k tons)
- Social cost from CO2 emissions: **\$1.4 million**
- Potential food rescue: **810,000 pounds**
- Oakland County food insecurity: **11%**



## PLANNING PROCESS



- Feedback on **core and potential strategies**
  - All-department meeting
  - Resident survey
  - Food-based business survey
- **Tailored** recommendations
- **Cost** estimate and **infrastructure** outline



## TIMELINE



- **Now – March:** gather feedback
- **March – June:** draft plan
- **July – August:** City review of plan and adoption





[makefoodnotwaste.org](https://makefoodnotwaste.org)

Danielle Todd  
Executive Director

[danielle@makefoodnotwaste.org](mailto:danielle@makefoodnotwaste.org)  
248-835-4312

**AGENDA**  
**CITY COUNCIL MEETING**  
**FEBRUARY 24, 2025 – 7:30PM**  
**CITY OF FARMINGTON HILLS**  
**31555 W ELEVEN MILE ROAD**  
**FARMINGTON HILLS, MICHIGAN**  
Telephone: 248-871-2410 Website: [www.fhgov.com](http://www.fhgov.com)  
Cable TV: Spectrum – Channel 203; AT&T – Channel 99  
YouTube Channel: <https://www.youtube.com/user/FHChannel8>

**\*\*Meet And Greet with the New Police Chief – 4:30 pm\*\***

**REQUESTS TO SPEAK:** Anyone requesting to speak before Council must complete and turn in to the City Clerk a blue Public Participation Registration Form.

**REGULAR SESSION MEETING BEGINS AT 7:30P.M. IN THE CITY COUNCIL CHAMBER**

**STUDY SESSION (6:00P.M. Community Room – See Separate Agenda)**

**REGULAR SESSION MEETING**

**CALL REGULAR SESSION MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

1. Approval of regular session meeting agenda

**ANNOUNCEMENTS/PRESENTATIONS FROM CITY BOARDS, COMMISSIONS AND PUBLIC OFFICIALS**

2. Oakland County Treasurer's Office [Foreclosure Prevention](#)

**CORRESPONDENCE**

**CONSENT AGENDA - (See Items No. 6-13)**

All items listed under Consent Agenda are considered routine, administrative, or non-controversial by the City Council and will be enacted by one motion. There will be no separate discussion of these items, unless a Council Member or citizen so requests, in which event the items may be removed from the Consent Agenda for consideration.

**CONSENT AGENDA ITEMS FOR DISCUSSION**

**COUNCIL MEMBERS' COMMENTS AND ANNOUNCEMENTS**

**CITY MANAGER UPDATE**

**NEW BUSINESS:**

3. Consideration of approval of appointment of John Piggott to Chief of Police. [CMR 2-25-24](#)

4. Consideration of approval of award of General Contractor for the Fire Station #5 addition and renovation to Midwest Contracting Company, LLC in the amount of \$1,959,766.52. [CMR 2-25-25](#)
5. Consideration of approval of [appointments](#) to the Innovation, Energy, and Environmental Sustainability Commission.

**CONSENT AGENDA:**

6. Recommended approval of [Use of City Facilities Policy amendments](#).
7. Recommended approval of award of bid for Gravel and Aggregate Materials to Ellsworth Industries in an amount not-to-exceed the annual budgeted amount, with approved extensions not-to-exceed a total of four (4) years. [CMR 2-25-26](#)
8. Recommended approval of award of bid for As-Needed Transit Mix Concrete to Messina Concrete in the amount not-to-exceed the annual budgeted amount, with approved extensions not-to-exceed a total of four (4) years. [CMR 2-25-27](#)
9. Recommended approval of award of contract for the Woodcreek Hills Subdivision Road Reconstruction Project to Florence Cement Company in the amount of \$3,518,903.93. [CMR 2-25-28](#)
10. Recommended approval of award of contract for the Farm Meadow and Camelot Court Subdivision Concrete Reconstruction Phase I to Hard Rock Concrete, Inc in the amount of \$3,516,829.80. [CMR 2-25-29](#)
11. Recommended approval of award of contract for the Sinacola Court Industrial Road Reconstruction Project to Hard Rock Concrete, Inc in the amount of \$965,402.71. [CMR 2-25-30](#)
12. Recommended approval of City Council [study session meeting minutes](#) of February 10, 2025.
13. Recommended approval of City Council [regular session meeting minutes](#) of February 10, 2025.

**ADDITIONS TO AGENDA**

**PUBLIC COMMENTS**

Limited to three (3) minutes.

**ADJOURNMENT**

Respectfully submitted,

Carly Lindahl, City Clerk

Reviewed by:

Gary Mekjian, City Manager

**NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-871-2410 at least two (2) business days prior to the meeting, wherein necessary arrangements/ accommodations will be made.**



1200 N. Telegraph Road, Dept. 479  
Pontiac, MI 48341-0479  
(248) 858-0611  
[oakgov.com/treasurer](http://oakgov.com/treasurer)

Robert Wittenberg, Treasurer

Jody Weissler DeFoe, Chief Deputy Treasurer

### **Oakland County Treasurer's Office Foreclosure Prevention**

The Oakland County Treasurer's Office is in the final stretch of our foreclosure prevention efforts. The tax foreclosure deadline for the 2022 and/or prior year taxes is on March 31, 2025. That means if these taxes aren't paid off by March 31st or any interested party hasn't entered into a repayment schedule with the Treasurer's office by then, the property will be foreclosed.

Since December of 2024, the Treasurer's office has conducted over a thousand Taxpayer Assistance Meetings to assist taxpayers with keeping their properties by working with them to get on a repayment schedule and/or by identifying resources that may be beneficial to them and their situation. We are here to help and strongly encourage taxpayers to contact us before the tax foreclosure deadline if they have delinquent taxes for 2022 and/or prior tax years. Taxpayers interested in scheduling a Taxpayer Assistance Meeting may call us at 248-858-0611 or they may visit [www.oakgov.com/treasurer](http://www.oakgov.com/treasurer)

Thank you!

A handwritten signature in black ink, appearing to be "Robert Wittenberg".

Robert Wittenberg  
Oakland County Treasurer



## CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

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**DATE:** 02/24/2025

**DEPT:** City Manager's Office

**RE:** Appointment of John Piggott to Chief of Police

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### ADMINISTRATIVE SUMMARY

- With the retirement of former Police Chief King, the City Manager's Office directed the Human Resources Department to engage in a thorough recruitment process for the Police Chief position, ensuring compliance with legal requirements and industry standards. Staff evaluated both internal and external candidates through a multi-phase interview process, focusing on leadership competencies, strategic vision, and community fit.
- Interim Chief John Piggott brings 29 years of experience with the Farmington Hills Police Department, including 15 years in leadership positions. He is committed to fostering police-community partnerships to deliver exceptional service and collaborative problem-solving.
- The Chief of Police functions as the director of the Police Department. SECTION 5.02 of our City Charter provides that the city Manager shall appoint and may remove all department directors subject to approval of City Council.
- Based on the information and process described above, Interim Chief John Piggott is the most qualified candidate who aligns with the City's mission and values. Therefore, I hereby respectfully request that the City Council approve my appointment of John Piggott to Chief of Police.

### RECOMMENDATION

Resolved that the City Council hereby approves the appointment of John Piggott as Chief of Police, pursuant to the recommendation of appointment by City Manager, Gary Mekjian.

Prepared by: Lori Brown  
Human Resources Director

Reviewed by: Karen Mondora  
Assistant City Manager

Approved by: Gary Mekjian  
City Manager



## CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

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DATE: 02/24/2025

DEPT: FIRE DEPARTMENT

RE: AWARD OF GENERAL CONTRACTOR FOR FIRE STATION #5 ADDITION AND  
RENOVATION

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### ADMINISTRATIVE SUMMARY

- Request for Proposals were advertised, available on the Michigan Inter-Governmental Trade Network (MITN) e-procurement site, publicly opened and read aloud on Thursday, January 30, 2025. Notification was sent to three hundred twelve (312) vendors, (including eighty-nine (89) vendors that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled) with eleven (11) responding. We received zero "No Bids."
- This grant proposal seeks to establish a dedicated Emergency Operations Center (EOC) to enhance our ability to effectively plan for, mitigate, respond to, and recover from large-scale emergencies, disasters, and events—both natural and manmade. Currently, our EOC is activated in a Multi-Purpose Room that serves multiple functions, including training, reunification, sheltering, and public meetings. This shared use creates operational challenges and limits the efficiency of emergency response efforts.
- To address this issue, we propose an expansion of our existing headquarters to create a dedicated EOC space. This facility will provide a secure and purpose-built environment where emergency personnel can coordinate critical response efforts without disruption, ensuring a more effective and timely approach to crisis management.
- Staff reviewed the proposals and conducted interviews with three contractors. Following the interviews and reference checks, it was determined that Midwest Contracting Company, LLC is the lowest responsible and most qualified contractor for this project.
- Reimbursement funding for the project is provided through a State of Michigan Grant.



**CITY MANAGER'S REPORT TO  
MAYOR AND COUNCIL**

**Bid Summary**

<b>CONTRACTOR</b>	<b>TOTAL</b>
Midwest Contracting Company, LLC Fenton, MI	\$1,866,444.30
NRC Builders Novi, MI	\$1,945,125.00
City Contracting Services Royal Oak, MI	\$2,041,200.00
Quadrate Construction, LLC Macomb, MI	\$2,014,468.24
Usztan LLC Oakland, MI	\$2,030,700.00
Heaney General Contracting, Inc. Ypsilanti, MI	\$2,086,362.60
DMC Consultants, Inc. Detroit, MI	\$2,108,650.39
Shaw Construction & Management Livonia, MI	\$2,141,128.50
Sorensen Gross Company Flint, MI	\$2,196,687.15
PCI Dailey Company Oak Park, MI	\$2,242,401.75
The Summit Company, Inc. Livonia, MI	\$2,278,500.00





## CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

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### RECOMMENDATION

- In view of the above, it is recommended that City Council authorize the City Manager to issue a purchase order to Midwest Contracting Company, LLC of Fenton, MI. in the amount of \$1,866,444.30 with an additional 5% City contingency (\$93,322.22) for a total of \$1,959,766.52 for General Contractor for Fire Station #5 Addition and Renovation.

###

Prepared by: Jason Olszewski, Deputy Chief  
Reviewed by: Michelle Aranowski, Director of Central Services  
Reviewed by: Jon Unruh, Fire Chief  
Approved by: Gary Mekjian, City Manager



BASIC ELECTRICAL REQUIREMENTS, THROUGH PENETRATION FIRESTOPPING, ELECTRICAL DEMOLITION FOR REMODELING, WIRE AND CABLE, GROUNDING AND BONDING, SUPPORTING DEVICES, CONDUIT AND BOXES, ELECTRICAL IDENTIFICATION, LIGHTING CONTROL SYSTEMS, PANELBOARDS, WIRING DEVICES, FUSES, LED LIGHTING	\$184,000.00	\$160,000.00	\$197,950.00	\$178,077.00	\$148,358.00	\$158,359.00	\$194,000.00	\$156,326.97	\$168,000.00	\$158,000.00	\$149,037.00
<b>N. ELECTRONIC SAFETY AND SECURITY</b>											
FIRE ALARM AND DETECTION SYSTEMS ADDRESSABLE	\$15,000.00	\$7,500.00	SEE ELECTRICAL	INCLUDED IN ELECTRICAL	\$24,500.00	\$8,900.00	\$10,500.00	\$24,719.71	INCLUDED IN ELECTRICAL	SEE ELECTRICAL	\$16,994.00
<b>O. CONTRACOR'S MISCELLANEOUS EXPENSES</b>											
ADDITIONAL EXPENSES; I.E. STAGING, ADDITIONAL EQUIPMENT, MOBILIZATION, OH&P, ETC.	\$547,000.00	\$432,363.71	\$484,624.00	\$408,574.00	\$223,471.98	\$377,571.00	\$241,000.00	\$93,944.98	\$341,000.00	\$477,000.00	\$285,540.00
<b>Q. ALTERNATE 2 - REMOVE AND REPLACE METAL ROOF</b>											
ADDITIVE COSTS FOR REPLACEMENT OF EXISTING ROOF METAL COPING	\$15,000.00	\$30,748.00	\$15,506.00	\$6,000.00	\$3,500.00	\$23,200.00	\$10,000.00	\$15,000.00	\$58,000.00	\$4,500.00	\$24,500.00
<b>PROJECT TOTAL</b>	<b>\$2,170,000.00</b>	<b>\$2,135,620.71</b>	<b>\$2,092,083.00</b>	<b>\$2,039,170.00</b>	<b>\$2,008,238.47</b>	<b>\$1,987,012.00</b>	<b>\$1,934,000.00</b>	<b>\$1,918,541.18</b>	<b>\$1,944,000.00</b>	<b>\$1,852,500.00</b>	<b>\$1,777,566.00</b>
<b>CONTINGENCY 5%</b>	<b>\$108,500.00</b>	<b>\$106,781.04</b>	<b>\$104,604.15</b>	<b>\$101,958.50</b>	<b>\$100,411.92</b>	<b>\$99,350.60</b>	<b>\$96,700.00</b>	<b>\$95,927.06</b>	<b>\$97,200.00</b>	<b>\$92,625.00</b>	<b>\$88,878.30</b>
<b>PROJECT GRAND TOTAL</b>	<b>\$2,278,500.00</b>	<b>\$2,242,401.75</b>	<b>\$2,196,687.15</b>	<b>\$2,141,128.50</b>	<b>\$2,108,650.39</b>	<b>\$2,086,362.60</b>	<b>\$2,030,700.00</b>	<b>\$2,014,468.24</b>	<b>\$2,041,200.00</b>	<b>\$1,945,125.00</b>	<b>\$1,866,444.30</b>

PURPLE FONT INDICATES A CORRECTED TOTAL

Fire Headquarters  
Expansion

Emergency  
Operation  
Center

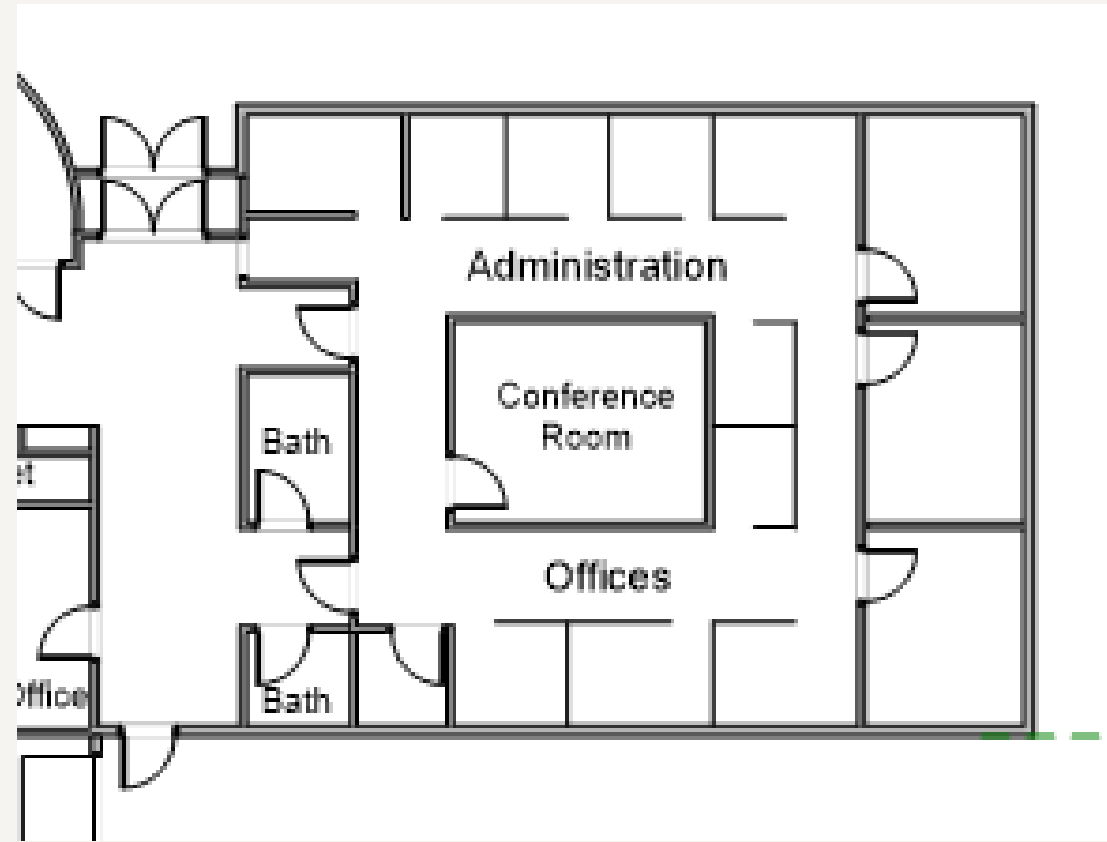


# Project

- State of Michigan Grant Funded project to construct a new Emergency Operations Center to provide a safe and efficient space for the Local Planning Team to operate during natural and manmade disasters.
- Special thank you to Representative Samantha Steckloff, Representative Jason Hoskins, Senator Mary Cavanagh, and Senator Rosemary Bayer for their support.
- Thank you to Heather Teeling from Lindhout Associates for working on this project.

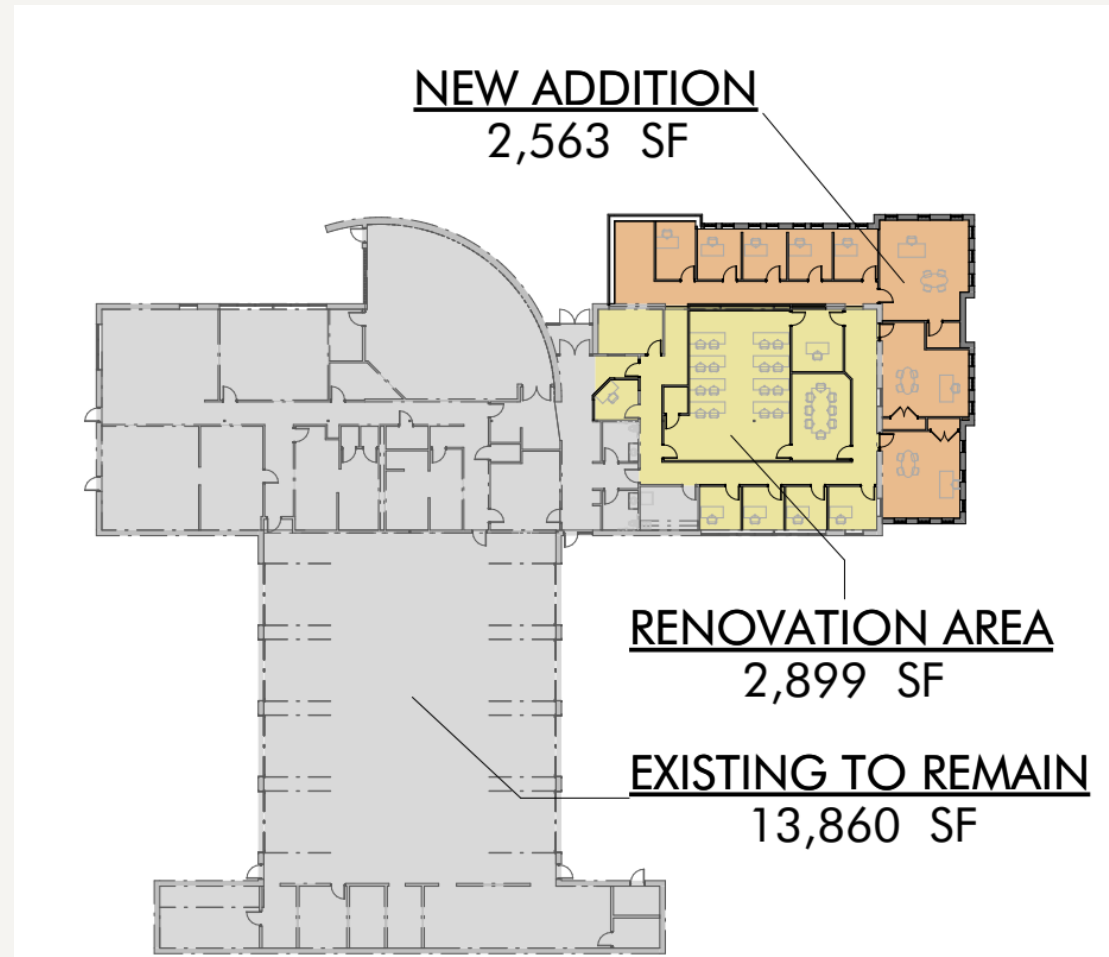
# Existing

- Fire Headquarters/Station 5 was constructed in 1996, a time in which headquarters staff accounted for 9 administrative staff and 15 Career Firefighters. Since 1996 our staff has grown by 126% to keep up with the growth and needs of our citizens.
- Current open concept does not work well with required virtual trainings and meetings. This new space will provide a more productive work environment.
- Current EOC is operated in our Multi-Purpose room which is also used for training, reunification, shelter, and public meetings. This new space will provide for a safe and secure EOC area.



# Proposed

- 2,563 SF addition expanding the administration offices and renovating 2,899 SF of the existing space.
- 13 private offices
- A secure EOC space with upgraded technology
- Securing the receptionist's office & changing the view of the main entry
- Updating the electrical and mechanical equipment for the space to run more efficiently.
- Providing an updated building exterior with architectural features while still blending materials in with the City's main campus.





View of the main entry





View from Orchard Lake rd



View from Orchard Lake rd



## FINISHES:

- LVT flooring in corridors and the lobby
- Carpet in offices and the EOC
- Neutral paint color throughout with planned accent wall colors
- Warm wood tone furniture finishes, ceilings and doors
- Black accents at windows and door hardware



# Bid Process and Recommendation

- Request for Proposals were advertised, available on Michigan Inter-Governmental Trade Network (MITN) and publicly opened and read on Thursday, January 30, 2025.
- Notification was sent to three hundred twelve (312) vendors with eleven (11) responding.
- Staff reviewed the proposals and conducted interviews with three (3) contractors.
- Midwest Contracting Company is the lowest qualified bidder.
- It is being recommended that City Council authorize the City Manager to issue a purchase order to Midwest Contracting Company, LLC of Fenton, MI in the amount of \$1,866,444.30 with an additional 5% City contingency (\$93,322.22) for a total of \$1,959,766.52 for General Contractor for Fire Station #5 Addition and Renovation.

# Questions





**INTEROFFICE CORRESPONDENCE**

**DATE:** February 24, 2025  
**TO:** City Council  
**FROM:** Theresa Rich, Mayor  
**SUBJECT:** Recommendation for appointment.

I would like to recommend the following appointments at the February 24, 2025 City Council meeting.

**Innovation, Energy, and Environmental Sustainability Commission**

Tony Reames	<b>Length of Term:</b> 3 years	<b>Term ending:</b> February 1, 2028
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Attached, please find Tony's resume.

Chandra Koganti	<b>Length of Term:</b> 3 years	<b>Term ending:</b> February 1, 2028
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Attached, please find Chandra's resume.

Taimoor Khan	<b>Length of Term:</b> 2 years	<b>Term ending:</b> February 1, 2027
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Attached, please find Taimoor's resume.

Ken Snodgrass	<b>Length of Term:</b> 2 years	<b>Term ending:</b> February 1, 2027
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Attached, please find Ken Snodgrass's resume.

Bernard Hooper	<b>Length of Term:</b> 1 year	<b>Term ending:</b> February 1, 2026
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Attached, please find Bernard's resume.

Elliot Zelter	<b>Length of Term:</b> 1 year	<b>Term ending:</b> February 1, 2026
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Attached, please find Elliot's resume.

## Danielle King

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**From:** postmaster@muniweb.com  
**Sent:** Wednesday, December 20, 2023 10:28 PM  
**To:** DistributionList-CityManagerOffice  
**Subject:** Boards and Commissions Questionnaire

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

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**Submittor's Name** Tony Reames

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**Submittor's Address** [REDACTED]

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**Submittor's Phone** [REDACTED]

---

**Submittor's Email** [REDACTED]

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**Interest(s)** Brownfield Redevelopment Authority|Economic Development Corporation|Innovation, Energy and Environmental Sustainability Committee|Parks Recreation Commission|Zoning Board of Appeals

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### Resume

Dr. Tony G. Reames is a leading energy and environmental justice scholar and government policy advisor. Reames is an associate professor of environment and sustainability and the Tishman Professor for Environmental Justice at the University of Michigan (UM) School for Environment and Sustainability (SEAS). He is the Director of the UM SEAS Sustainability Clinic in Detroit. At UM, Reames founded the Urban Energy Justice Lab and the Energy Equity Project. In June 2021 Reames took a professional leave of absence for public service from UM when he was appointed by President Joe Biden to serve at the U.S. Department of Energy (DOE). At DOE, Dr. Reames served in several capacities. First he was the Senior Advisor on Energy Justice. In 2022, he was promoted to Deputy Director for Energy Justice and became the first-ever Deputy Director for Energy Justice Policy and Analysis when he established the Department's new Office of Energy Justice Policy and Analysis within the Office of Economic Impact and Diversity (now Office of Energy Justice and Equity). In July 2023 he was promoted to Principal Deputy Director for State and Community Energy Programs. Reames holds a Doctor of Philosophy in Public Administration from University of Kansas, a Master of Engineering Management from Kansas State University, and a Bachelor of Science in Civil Engineering from North Carolina Agricultural & Technical State University. Reames is a licensed professional engineer and has worked in both the public and private sectors. He is an US Army veteran, reaching the rank of Captain. His numerous recognitions include being named to the Grist 50 Fixers list, Midwest Energy News 40 Under 40, and Oakland County (Michigan) Elite 40. Reames is a member of Kappa Alpha Psi Fraternity, Inc. and Sigma Xi Scientific Research Honor Society. Reames has served as a director on several nonprofit boards, including Ecology Center, Institute for Energy Innovation, and GreenHome Institute. More at [www.thegreenscholar.com](http://www.thegreenscholar.com)

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### References

Councilwoman Jackie Boleware Councilman Michael Bridges Laura Sherman, President, Michigan Energy Innovation Business Council, [REDACTED] Dr. Johnathan Overpeck, Dean UM School for Environment and Sustainability, [REDACTED] Ernie McClellan, President, Farmington Community Library Board of Trustees, [REDACTED]

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**Danielle King**

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**From:** postmaster@muniweb.com  
**Sent:** Wednesday, January 22, 2025 12:20 PM  
**To:** DistributionList-CityManagerOffice  
**Subject:** The Form 'Boards and Commissions Questionnaire' was submitted

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

**Your Name**

Chandra Koganti

**Your Address**

[REDACTED]

**Your Phone Number**

[REDACTED]

**Your Email**

[REDACTED]

**Multiple choice**

Innovation, Energy and Environmental Sustainability Committee

**Brief Resume**

Education - Bachelor & Masters in Environmental Engineering; MBA with emphasis on Sustainability  
Experience - Initiated water conservation in industries & reduced energy demand; Designed sustainable stream restoration/bank stabilization; Designed one of the 1st Low Impact Development in Mt. Clemens Administrative Office parking lot; Optimized energy consumption at groundwater water remediation plant at Wright-Pat Air Force Base; Obtained DWRP grants & funding for Macomb County to refurbish 40+ year old about 70 ft tall pumps, and improvements to reduce energy consumption at Chapaton Retention Treatment Basin; Improved wastewater treatment efficiency with almost 98% cost elimination compared to previous recommendation; Worked on various environmental assessment and contaminated sites remediation; Initiated Corporate Social Responsibility Initiative; Conducted various cost-benefit evaluations; Worked on 24/7 emergency levee reconstruction project for USACE.

**References**

## Danielle King

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**From:** postmaster@muniweb.com  
**Sent:** Tuesday, January 14, 2025 2:36 PM  
**To:** DistributionList-CityManagerOffice  
**Subject:** The Form 'Boards and Commissions Questionnaire' was submitted

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

### Your Name

Taimoor

### Your Address

[REDACTED]

### Your Phone Number

[REDACTED]

### Your Email

[REDACTED]

### Multiple choice

Building Appeals  
Economic Development Corporation  
Innovation, Energy and Environmental Sustainability Committee  
Multicultural/Multiracial Community Council  
Parks Recreation Commission  
Planning Commission

### Brief Resume

Graduated as a Dentist from the University of Michigan in May 2024. Been a Farmington Hills resident for over 17 years and would love to be a part of the board and make a difference in my home community!

### References

**Danielle King**

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**From:** postmaster@muniweb.com  
**Sent:** Thursday, February 20, 2025 11:35 AM  
**To:** DistributionList-CityManagerOffice  
**Subject:** The Form 'Boards and Commissions Questionnaire' was submitted

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

**Your Name**

Ken Snodgrass

**Your Address**

[REDACTED]

**Your Phone Number**

[REDACTED]

**Your Email**

[REDACTED]

**Multiple choice**

Innovation, Energy and Environmental Sustainability Committee

**Brief Resume**

• BS & MS in mechanical engineering – University of Michigan • Professional Engineer • Ford Motor Co (retired) – 30-year career with numerous domestic and international management positions • Co-founder – Michigan Engineering Zone – University of Michigan College of Engineering sponsored STEM facility in midtown Detroit offering world class programs and instruction to middle and high school students. • Member - University of Michigan College of Engineering Alumni Board for 6 years • FIRST high school robotics team mentor for 25 years • HOA board member and officer for 30+ years • Resident of Farmington Hills for 50+ years

**References**

Julian Pate - former Director of the Michigan Engineering Zone [REDACTED] Emilio Ramirez - President Holly Hill Farms (homeowners') Association [REDACTED] Mike Zevalkink - Ford Motor Co (retired) [REDACTED]  
[REDACTED]

## Danielle King

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**From:** postmaster@muniweb.com  
**Sent:** Monday, January 20, 2025 10:24 PM  
**To:** DistributionList-CityManagerOffice  
**Subject:** The Form 'Boards and Commissions Questionnaire' was submitted

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

### Your Name

Bernard K Hooper

### Your Address

[REDACTED]

### Your Phone Number

[REDACTED]

### Your Email

[REDACTED]

### Multiple choice

Innovation, Energy and Environmental Sustainability Committee

### Brief Resume

OAKLAND COUNTY HEALTH NETWORK, Troy, MI Chief Administrative Officer & Chief Compliance Officer  
Jan 2022 – Present • Oversees corporate administrative functions including Security and Emergency Management, resource and personnel management, Corporate Compliance, provider relations, governmental relations, and legislative initiatives. • Partners with the CEO in the oversight of corporate functions and serves as an advisor and direct support to the CEO in enterprise matters. • Identifies and support strategic projects as part of the executive leadership team and provides advice and guidance regarding compliance matters to the Board of Directors • Oversees daily administrative and compliance operations including Human Resources, Customer Services, Recipient Rights, and Quality Management. • Oversees the drafting, review and revision of OCHN policies and procedures including the Standards of Conduct, By-laws, and the policies and procedures of the Board of Directors. • Provides input for the vision and strategic plan, collaborates on the implementation of service lines and key strategic initiatives. • Supports the finance function of the organization regarding budget, audit and funding matter . • Resolves operational and regulatory issues and ensures timely reporting to regulatory agencies and timely and thorough completion of audit reviews and submissions to regulatory authorities. EDUCATION UNIVERSITY OF MICHIGAN LAW SCHOOL, Ann Arbor, Michigan Juris Doctorate – May 1993 o Certificate of Excellence in Health Law o Best Oralist, Shartel Case Club THE RACKHAM SCHOOL OF GRADUATE STUDIES, UNIVERSITY OF MICHIGAN, Ann Arbor, Michigan Masters of Applied Economics – May 1993 Concentration – Finance o Rackham School of Graduate Studies Merit Fellowship PRINCETON UNIVERSITY, Princeton, New Jersey A.B. in East Asian History – June 1989 Princeton University Departmental Research Scholarship CERTIFICATES Harvard Business School Online – Financial Analysis and Evaluation for Lawyer, March 2022 School of Industrial and Labor Relations – Cornell University –

Diversity, Equity and Inclusion: Building a Diverse Workforce, May 6, 2022 via e-cornell Certification in Healthcare Compliance, Compliance Certification Board (CCB), 2018: Status: Current Certification in Healthcare Privacy Compliance, Compliance Certification Board (CCB), 2024: Status New York State Bar, Reg No. 2691137 – Status: Current

## **References**

**Danielle King**

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**From:** postmaster@muniweb.com  
**Sent:** Thursday, January 9, 2025 3:38 AM  
**To:** DistributionList-CityManagerOffice  
**Subject:** The Form 'Boards and Commissions Questionnaire' was submitted

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

**Your Name**  
Elliot Zeltzer

**Your Address**  
[REDACTED]

**Your Phone Number**  
[REDACTED]

**Your Email**  
[REDACTED]

**Multiple choice**  
Broadband Task Force

**Brief Resume**  
ELLIOT ZELTZER [REDACTED] ♦ [REDACTED] ♦ [REDACTED] ♦ [REDACTED]  
EXECUTIVE LEADER OF INFORMATION SYSTEMS AND TECHNOLOGY EXECUTIVE PROFILE Strategic thinking, high-energy executive with an exemplary record of leading Information Systems/Information Technology (IS/IT)) for private and global public companies, including a diverse range of industries. Track record of identifying innovative solutions that deliver value while driving out high revenue costs of services. Recognized industry-wide for vision building, including the utilization of innovative technology and systems. Proven abilities in balancing global business insight versus application of technology. Dynamic leader with an unwavering commitment and passion for leadership and execution. Certifications include ITIL Management/Master, Foundation and HR/Management Assessor. Application development – Project Management • Development and Implementation o Online based transaction processing - MACS o Major operating system conversion - Detroit Free Press, Ford o Mainframe green screen to Web enabled delivery – VWoA, gedas Inc. o Proprietary SAP to Web front end strategy - VWoA, gedas Inc o Treasurer and Payroll – City of Southfield Governance • Expert o 3rd Generation Outsourcing - GM, TECS LLC o Supplier Relationship Management (SRM) – DMM, Difco, VWoA, GM, TECS LLC o Contracting – DMM, Difco, VWoA, GM, TECS LLC o Supplier Integration – BPO – ASP - , Difco, VWoA, GM, TECS LLC Hosting/Consolidation • Lead initiatives o Local to regional datacenter migration – VWoA, gedas Inc, GM o Major mainframe consolidation – DMB&B, VWoA, gedas Inc, GM o Virtualization of Unix and Wintel platforms – VWoA, gedas Inc, GM o SOA strategies - GM o ITPM – IT portfolio management - GM Compliance and security • Responsible for o SOX Planning and Audits - GM o HIPPA planning / compliance – Compuware – DMC, UMMC o Security strategy and implementation – VWoA, gedas Inc, GM o Energy – Smart Grid, SCADA - TECS Infrastructure • Expert o Datacenter design and management - City/Southfield, Difco, DMC Hosp, VWoA; TECS LLC o Global telecom design/deploy/management – DMM, Difco, VWoA, GM o Call center

design/deploy/management – Difco, DMB&B, Merillat, Kraftmaid, VWoA, gedas Inc. o ITIL based processes and standardized work flows – VW, gedas Inc, GM Industry experience • Manufacturing o Automotive – VWoA, gedas Inc, GM o Home construction products – Cabinets, Faucets, Insulation – Masco, Merillat, Kraftmaid, o Home construction – Pulte, Gale Ind. • Health Care – Pharmaceutical – MACS, DMC Hospitals, Difco Labs, Ascension Health • Advertising – DMM, DMB&B, Sosa • State and local government – City of Southfield Michigan • Document management- INS- Xerox University Microfilms • Travel- Realogic - TTM • Financial – Compuware – Comerica, Realogic – The principal – TransUnion • Energy - TECS Human Capital • Leadership of large staff – Difco, Compuware – DMC Hospitals, VWoA, gedas Inc, GM • Certified/ Trained – Coach- Assessor – DMB&B, DMM, Difco, VWoA, gedas Inc

**NOTABLE CONTRIBUTIONS** ♣ Spearheaded project to transform North American dealer factory communications from satellite / mainframe services to Internet / web based delivery, driving out \$2.4 million annual costs while significantly improving customer satisfaction. ♣ Successfully planned, negotiated, implemented and managed multimillion-dollar contracts netting over \$20 million savings over 5 years. ♣ Led projects within a major program initiative to offshore large mainframe and call center function, from Michigan to Brazilian operations, as part of worldwide data center consolidation.

**CORE LEADERSHIP COMPETENCIES** Delivering IS/IT to Maximize Synergies of the Organization ♦ Strategic & Tactical Planning ♦ Web Delivery Value Proposition ♦ Aligning IS/IT to Business Goals & Objectives ♦ Assuring IS/IT Fulfillment of Life Cycle Strategies ♦ P&L Responsibility ♦ Managing Multimillion Dollar Budgets ♦ Complex Project Management ♦ Expert Supplier Relationship Management (SRM), Governance & Procurement ♦ Recruiting & Leading High Performance IS/IT Staff ♦ Six Sigma Strategies

**PROFESSIONAL EXPERIENCE** TECS – Elliot Zeltzer LLC, Farmington Hills MI Senior Partner – IT Turnaround and Recovery Consulting, 1/07 to present Created a consulting practice that specializes in helping clients who have troubled IT organizations with understanding the corrective actions necessary to effectively operate their IT services. Provide the planning implementation and executive staff augmentation to execute the plans up to and including selecting and mentoring permanent candidate to fulfill client line leader positions ♣ Manages complex engagements and takes ownership of the client relationship. Provides oversight and quality assurance for engagement deliverables to the client. Communicates engagement scope, budget, constraints, expectations, and deadlines. Effectively manages engagement profit and loss. ♣ Sells additional consulting work to both existing and potential clients by providing sales support to the Business. Articulates the value of select services to enhance client relationships. ♣ Demonstrates a willingness to participate in the sales process with prospective clients through effective business development skills. Client Engagements: • Global professional services company - Develop global Disaster Recovery strategy and plan • Global Tier-1 auto parts manufacturer - Telecom Sourcing / cost reduction • National Health Care delivery organization – IT Operations and infrastructure turnaround

TransUnion, Chicago IL Vice President, Network and Datacenter Services, 1/07 to 6/07 Lead the enterprise development, implementation and support as well as operations of the TransUnion network to include local area network, wide area and voice networks. Responsible for all raised floor datacenters, locating, planning, deployment and operations. This position is required to develop strategic plans supporting TransUnion's enterprise as well as manage a multi-million dollar plan. ♣ Engage business and executive management stakeholders in a strategic capacity ♣ Direct and motivate a multi-disciplined team of network and data center professionals ♣ Responsible for interviewing, hiring, staff performance appraisals, staff training and coaching ♣ Initiate and direct the development of network infrastructure strategies and standards ♣ Define, implement and manage a blueprint for operational support processes ♣ Vendor and service provider negotiations to include price and contractual t&c's ♣ Conduct periodic planning and operational meetings with all levels of management ♣ Support multiple offices, data centers and customers, both domestically and internationally

GENERAL MOTORS, Detroit, MI Global Manager, 11/04 to 01/07 Lead the Telecommunications-Security Strategy, Architecture and Infrastructure. Accountable for direct oversight of 5+ major suppliers, including a supplier budget of \$130 million. Set strategies, manage suppliers and measure performance against contract objectives. ♣ Responsible for telecom security ♣ SOX compliance V&V ♣ 3rd generation outsourcing ♣ Led

sourcing initiatives for telecommunication services with an estimated value of \$200 million. ♣ Deployed global Internet access initiatives supporting over 120,000 users and implemented remote access strategies. ♣ Created methodologies to assure reliable access to manufacturing sequence suppliers. ♣ Set up global supplier governance measurement organization for multi regions. ♣ Developed strategies for global working groups, with regional participation, to deliver unified strategies for the infrastructure. VOLKSWAGEN OF AMERICA/GEDAS USA INC., Auburn Hills, MI Chief Infrastructure Architect, 12/ 98 to 11/04 Director: America's Network/Infrastructure, 12/98 to 11/04 Directed network strategy, infrastructure and, design and implementation in Americas, Led 15 direct and 110 indirect reports, plus more than 3 vendor support teams. Managed capital & expense budget of \$8+ million annually for North American locations. ♣ Led global projects for telecom and infrastructure. ♣ Negotiated enterprise-wide telecommunication services contracts resulting in a cost reduction of \$10+ million over life of the contract. ♣ Achieved successful international hosting center consolidations for Unix, Mainframe, and Call center operations ♣ Deployed remote access strategies for a 70% reduction in cost and maximum security. ♣ Planned and implemented worldwide security organization as part of a 5-man committee that established group board resolution that created security division. ♣ Provided extensive technology mentoring and support to worldwide group (numerous companies) members. ♣ Organized annual worldwide telecommunications manager's workgroup and standards body meeting, as well as managed progress throughout the year. ♣ Worked on international internal security advisory boards to form and support worldwide IS security department. ♣ Led effort to transform key mainframe applications to Internet Web facing services ♣ Transformed entire dealer facing factory communication to Internet based Web delivery driving \$2.5 million out of annual costs. ♣ Established regional NOC services to optimize country competencies and drive out costs. REALOGIC INC./CA COMPUTER ASSOCIATES, Ann Arbor, MI Practice Director Infrastructure and Telecom and Network Services, 12/96 to 12/98 Developed Telecommunications and Infrastructure practice for Michigan, Indiana and Ohio. Recruited and built technical team to deliver services to customers. Marketed and promoted service offerings to new prospect and existing clients. Led 3 direct reports. ♣ Started practice from the ground up ♣ Develop key strategic accounts that sustained practice revenues. ♣ Developed and delivered standard base for security, IT infrastructure services audits, which became part of the suite of products offered by my practice. ♣ Established strategic relationship with major worldwide manufacturer of home improvement products and with 5 of its largest subsidiaries. ♣ Delivered comprehensive strategic plans for best in class infrastructure and implemented those plans. ♣ Key Client deliverables:

- o Provide state of the art E-Commerce infrastructure
- o Implemented state of the art Call Centers
- o Implemented state of the art LAN and WAN data networking solutions
- o Provided numerous network and security audits

INS International Network Services, Southfield, MI Senior Network Engineer, 2/96 to 12/96 Job responsibilities included providing consultative services to fortune 100 organizations for network, design, security and audit, voice, data and videoconference services. ♣ Performed uniform infrastructure management analysis for largest Legal and Medical online information company ♣ Performed a metropolitan area infrastructure and network design review for west coast firm, the largest cable and telecommunication billing delivery service firm, including all data center, and data routing technologies review and recommendation ♣ Performed complete infrastructure network upgrade to state of the art services at MASCO Inc. ♣ Implemented state of the art E-commerce infrastructure for MASCO Inc. ♣ Performed infrastructure service stability project for MascoTech ♣ Performed infrastructure and security audits for many other MASCO subsidiaries DMB&B Worldwide, Bloomfield Hills, MI Director of Corporate Telecommunications Services, 9/93 to 2/96 Responsible for overall network strategy, design, and implementation for all telecommunications and network services including Data, Voice, Video and E-commerce (Internet) infrastructure services. ♣ Developed global infrastructure strategies ♣ Planed and managed global budgets ♣ Developed infrastructure projects and acted as program office for implementation of following activities:

- o Strategic Internet network infrastructure
- o Direct access and operations to the Internet including security
- o Enterprise wide building cable plant infrastructure standards
- o Enterprise wide HUB and LAN



standards o Enterprise wide protocol standards o Videoconference platforms and services o Videoconference bridging services o Consulting role to all business units o Contract and negotiations with vendors including LEC, IXC's (custom) o Enterprise wide network security including Internet services o Enterprise wide Network infrastructure o Enterprise wide EMAIL infrastructure Compuware Corporation, Farmington Hills, MI Senior Project Manager, 4/91 to 8/93 Responsible to the professional services division based in Farmington Hills Michigan and consulted for various client and projects in; Telecommunications, Mainframe outsourcing, large scale data center operations. ♣ Manager, Large regional Detroit hospital Data Center Operations multi-Site multi-vendor installation o Responsible for Large IBM ES9000 Mainframe (MVS/ESA) environment o Computer Associates Automation products o Responsible for multiple other platforms midrange and Unix platforms o Responsible for campus wide Ethernet backbone networks o Responsible for a 3 shift staff of 27 employees including 3 supervisors o Additional duties included financial analysis and project proposals for new systems and hardware ♣ Implemented high speed Laser printers, large supplier and transportation savings ♣ Managed Xerox 4135 and 4090 installation and operation ♣ Project Manager for Manufactures / Comerica financial institutions that merged with another major financial Institution. Responsibilities included all activities related to the installation of five Northern Telecom Meridian-1 PBX's (various options from 1 to 81) at the organizations major sites. Total stations exceed 5000. ♣ Project Manager to develop RFP for Compuware client to solicit outsourcing of IBM Mainframe/Midrange data center services. ♣ Developer and Technical Support on AS/400 Compuware and IBM CICS/400 software development project. ♣ Project Manager for Compuware to design, select, and implement an enterprise voice telecommunications platform. This platform will include a digital PBX, voice mail, voice response, call accounting, high volume call centers, PBX to IBM host computer links, switched high speed data, and Video. Difco Laboratories, Livonia, MI Manager Data Center Operations and Technical Support, Telecommunication 6/86 to 3/91 Responsible for overall Infrastructure strategy, data center, operations, desktop and services, production and daily operations for a staff of 6 provided Technical support for both the IBM 4381 and AS/400. ♣ Managed designed, and supported: ♣ Multi-server IBM Token Ring LAN, Novell LAN ♣ New cable plant and patching facilities for all voice, LAN, terminal, connections from Data Center to adjoining administrative offices. ♣ Designed new data center facilities. ♣ AT&T Definity G1 voice, Audix voice mail, call accounting system network ♣ AT&T Megacom - T-1 Network, local T-1 voice and data network. ♣ Member of committee to plan and implement new administrative offices, and data center. ♣ Managed and responsible for all telco and inter-Exchange network carrier functions (AT&T MCI Sprint, Michigan Bell/Ameritech) which included contract negotiations through network mgmt. ♣ Managed and negotiated contracts and agreements with major vendors; AT&T, IBM, Xerox etc. Medical Administrative Computer Services, Southfield, MI President/Owner, 6/82 to 6/86 Started and operated my own corporation. Implemented a state of the art automated practice management system for doctors, clinics, laboratories, and hospitals. Application written for Stratus mid-range system and CICS mainframe system. Managed twenty clients and fifteen employees ♣ Develop and market a timeshared Medical and Dental billing application that would automate all aspects of the doctors office ♣ Provided IBM Large systems consulting support to several major organizations (Ford Motor, Detroit Free Press) in the metro Detroit area. D'arcy MacManus Masius, Bloomfield Hills, MI Senior Technical Support Specialist, 3/81 to 6/82 Provided all IBM Large system technical support. This included all operating system, hardware and telecommunication tasks. Provided IBM S/38 Mid-range support. ♣ Provide all IBM mainframe operating system services VM, VSE, VTAM, bysync, CICS. ♣ Provide all telecommunications services support SNA, SDLC networking ♣ Provide initial support for IBM S/38 system evaluation City of Southfield Michigan, Southfield MI Senior Systems Analyst and Systems Programmer 9/79 to 3/81 Provided all IBM Large system technical support. This included all operating system activities and telecommunication tasks. Responsible for applications; Payroll, Assessing, and Treasury systems. ♣ Provided all IBM operating system support ♣ Provided all telecommunications services support ♣ Provided all applications and programming support for Payroll, Personal property and Treasury systems 3PM, Livonia MI Systems Analyst 9/78 to 9/79 Perform applications verification and implementation services for a Medical

Dental billing system that was purchased for sale by 3-PM Perform hardware platform investigation and support for the TI990 system to be used for the Medical Dental application system EDUCATION/TRAINING Western Michigan University, Kalamazoo, MI - BBA, General Business Major / Aviation Technology Minor Completed VWAG/gedas Management Assessment Center Completed VWoA/gedas Performance Coaching CERTIFICATIONS/LICENSURES ITIL Foundation Trained, 2003; ITIL Foundation Certified, 2003; ITIL Management Trained, 2003; ITIL Management (master) Certified, 2004; VW and gedas Assessment Center completed with strategic management recommendation 2001; VW and gedas Assessment Center Assessor / Observer certification, 2003; Commercial pilot and flight instructor since 1976 ACKNOWLEDGEMENTS ♣ Keynote speaker at national trade shows on various telecomm, security, wireless, telephony, infrastructure topics. ♣ Lecturer on behalf of clients at private network conferences. ♣ Written up in several major trade publications, including PC World, Communications News and Information Week. ♣ Featured IS/IT specialist in numerous Cisco product briefing articles and videos. ♣ Consultant and advisor to major manufacturer product development teams of strategic product offerings, their marketability and features. Companies include, but are not limited to: Cisco, Avaya, AT&T/SBC, MCI, Sun, HP. ♣ General Motors CIO Award 3rd QTR 2005, 4th QTR 2005 PROFESSIONAL AFFILIATIONS Former Cisco IOS Advisory Committee, Cisco WAAS advisory council, current member on Avaya INAAU IP Futures Committee, AT&T ABAC (Customer Advisory Council) for North America, Sprint Customer Advisory Council, SBC Focus Advisory Council; iPass advisory council

## References



OFFICE OF CITY CLERK

**TO:** Mayor and City Council  
**FROM:** Carly Lindahl, City Clerk  
**DATE:** February 24, 2025  
**SUBJECT:** Use of City Facilities Policy

At recent study sessions, Council discussed amending the Use of City Facilities Policy to limit the use of City Hall meeting rooms to official city boards and commissions only. The proposed policy changes primarily affect groups that do not have city staff present. Alternative meeting spaces have been identified at the Spicer House, Fire Station 5 Headquarters, and two newly available meeting rooms on the third floor of The Hawk.

Council also discussed amending the Use of City Facilities Policy to designate a suitable area for people gathering signatures for ballot initiatives or candidates at Heritage Park when events are taking place at the amphitheater.

Other amendments discussed included minor edits, corrections to typos and changes regarding signs making them more consistent with the recent amendments to the Rules of the City Council and Guideline of Conduct.

At the February 10, 2025 study session, it was the general consensus of Council to support the proposed amendments and to bring the policy back for approval at a regular meeting.

**RECOMMENDATION:**

IT IS RESOLVED, that the Farmington Hills City Council hereby approves the amendments to the Use of City Facilities Policy.

# **City of Farmington Hills**

## **Use of City Facilities Policy**

| As a amended through ~~September 23, 2024~~ \_\_\_\_\_, 2025

**City of Farmington Hills**  
**Use of City Facilities Policy**

(Amended through ~~September 23, 2024~~ \_\_\_\_\_, 2025)

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I. Purpose and Objective.

The City of Farmington Hills' facilities include community rooms, parks, parking lots, recreation areas, banquet facilities and other government buildings and facilities. The intent of this Policy is to establish uniform procedures for the use of City facilities, to provide sufficient forums for gathering and expression of speech, to identify the purposes of City facilities, to ensure the efficient uninterrupted administration of the City government and City facilities and their premises, and to ensure the enjoyment of City facilities by all users. To the extent that this Policy regulates First Amendment activity, it is not the intent of this Policy to allow uniformity of expressive conduct at all locations, or within all areas of a specific location. Any attempt to limit the use of a forum is not intended to silence speech or engage in prohibiting expressive conduct based upon its content.

II. Definitions. As used in this Policy, the following terms are intended to have the following specified meanings:

- A. Facility Manager. The Facility Manager shall be the department responsible for processing applications and enforcing this Policy in relation to any City facility, as identified in Section VII of this Policy. The term shall include any specific individual(s), including but not limited to an on-site facility manager, designated by the department as the City's or facility's contact person for matters relating to the facility rental including but not limited to cancellations and special requests identified in this Policy as requiring the Facility Manager's permission.
- B. Limited Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, but which has been expressly designated in this Policy as a Limited Public Forum for specific purposes identified in this Policy. It is the intent of this Policy that, where a portion of a facility or property is designated as a Limited Public Forum, that designation shall be narrowly-construed as applying only to the identified portion of the facility or property, and is not intended to transform the property as a whole or any other portion of the facility or its premises (e.g. common hallways, lobbies, and sidewalks and parking lots that are not part of the City's general transportation network) into either a limited or Traditional Public Forum.
- C. Non-Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, and which has not expressly been designated in this Policy as a Limited Public Forum. It is the intent of this Policy that Non-Public Forums are not to be the site of any activity or use by non-City individuals or entities for purposes unrelated to the purpose for which the facility or property exists. To the extent that this Policy and/or City Ordinances regulate First Amendment ~~a~~Activity in Non-Public Forums, such regulations are intended as reasonable regulations to promote the efficient and undisturbed use of the forum for its intended purpose.

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- D. User Representative. The person who is identified in a facility's usage application, arranges the reservation of a facility, and/or who is otherwise the primary contact for a User.
  - E. User. Any individual, group, organization or other entity that has arranged for the use of a City facility, whether through reservation, usage agreement, or other means, and regardless of whether the facility is a fee-based or non-fee-based facility.
  - F. Traditional Public Forum. City parks (to the extent that they are open-air and not designated for specific uses such as sports fields and reservation-based picnic shelters), and public streets and public sidewalks that are part of the City's general transportation network are recognized as Traditional Public Forums. These properties are open to a broad range of expressive purposes consistent with applicable state and federal law. To the extent that this Policy and/or City Ordinances regulate activities within Traditional Public Forums, such regulations are intended only to reasonably regulate the time, place, and manner of activities within the forums as permitted under relevant law.
- III. General Application Procedures and Disclosures and Reservation of Rights for all City Facilities. Unless otherwise stated in this Policy, these General Procedures shall apply to all City of Farmington Hills facilities. Where a procedure for a specific facility elsewhere in this Policy conflicts with or expands upon a General Procedure, the facility-specific procedure shall control.
- A. Application Required. No User may use a City facility without requesting and scheduling said facility through the appropriate Facility Manager for the facility as designated in Part VII, at least 24 hours in advance of the date of use, with a signed and completed application form delivered in person, by e-mail, online, or by fax.
  - B. Discretion to Deny Application. The City, at its sole discretion, reserves the right to limit and/or deny requests for meetings, parties, or other events. In reviewing a request, the City shall consider factors including, but not limited to: (a) the applicant's history of compliance with facility use policies; (b) the conformity of the application to this Policy and all other applicable policies, ordinances, laws, and regulations; (c) whether using the facility as proposed would threaten public health, safety, or welfare, based on factors including but not limited to the ability to manage crowds at the facility, expected public interest, need to maintain order due to expected protests at the event; (d) the consistency of the proposed use with the purposes for which the room is designed and intended, such as but not limited to the size, dimensions and existing furniture, fixtures and equipment in the room; (e) the availability of the room or facility; (e) whether the proposed use would conflict with the administration or needs of, or uses by, the City government; and (g) any other factor deemed relevant by the Facility Manager of the facility involved.
  - C. Events of Minors. The City reserves the right to limit and/or deny requests for meetings, parties, or other events of minors. If an application is approved for such

an event, the application must be signed by a responsible party who is over 21 years of age, and one chaperone over 21 years of age must be provided for every 8 minors.

- D. Insurance. The City of Farmington Hills does not provide individual accident and health insurance for use of its facilities. Groups or individuals using facilities may be required to procure and maintain a ~~G~~general ~~L~~iability insurance ~~P~~policy, at its sole cost and expense, for any death or injuries to persons or loss or damage to property that may arise from or in connection with its use of the facility and the activities associated with it, to supply a certificate of such insurance to the City, and to name on such policy the City of Farmington Hills as an additional insured. Minimum acceptable limits of such insurance will be \$1 million each occurrence and \$1 million aggregate. The City of Farmington Hills must receive ~~p~~Policy verification including dates of coverage and financial limits for the event at least 30 days prior to the first rental date.
- E. First Aid. No on-site medical treatment is available at City facilities. First aid is the direct responsibility of any User of City facilities.
- F. Gratuities. City facility personnel are not allowed to accept gratuities.
- G. Assignment/Transfer. No usage, usage agreement, permit, or facility reservation shall be assigned or transferred without the City's consent.
- H. Right of Inspection and Control. The City reserves the right to inspect and control all events, private parties, meetings and receptions held on its premise. The User shall be responsible for paying the City the costs of replacement for any and all destroyed, damaged or missing facility property caused by User's guests, independent contractors, User, User's agent or any person on User's behalf. The User is responsible to reimburse the City for all fees and costs incurred by the City should additional City staff be required to control the User's event.
- I. Damage to Facility. Any damages to the building and/or grounds will be charged to the User or User Representative that signed the agreement. The User or User Representative is responsible for checking the room for damages and cleanup in a manner that is acceptable to the City.
- J. Personal Property. The City shall not be responsible and assumes no liability for lost or stolen equipment, personal property, merchandise, money, personal effects, and goods at a City facility. The safekeeping and protection from theft or damage of all equipment, personal property, merchandise, money, personal effects, and goods brought onto the premises of a City facility shall be solely the responsibility of the User of the facility and the owner of the personal money, effects and goods. The City will assume no liability for any equipment, personal property, merchandise, money, personal effects, and goods left in a City facility or for any damages to such items if they are moved, cleaned or stored by ~~our~~ City employees in the performance of their duties.

- K. Hold Harmless and Indemnification Agreement. The User Representative and the User they represent shall pay on behalf of, indemnify, and hold harmless the City of Farmington Hills, its elected and appointed officials employees, and volunteers and others working on behalf of the City of Farmington Hills, against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Farmington Hills, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Farmington Hills, by reason of personal injury, including bodily injury or death and/or property damages, including loss of use thereof, which arises out of or is in any way connected or associated with the use of a City of Farmington Hills facility. Where a facility requires a written agreement, a hold harmless and indemnification provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.
- L. Cancellation. The City of Farmington Hills reserves the right to accept, reject, or cancel any event, use, usage agreement, or reservation for any reason and in its sole discretion. If a facility is mistakenly scheduled for more than one event, use, or reservation of a City facility at the same time, the Facility Manager or their designated representative shall contact each party involved to identify the mistake and ascertain whether any party will voluntarily agree to reschedule, and if not then the Facility Manager shall, in their discretion, decide which party's event, use, usage agreement, or reservation is cancelled. If an event, use, usage agreement, or reservation must be cancelled due to a scheduling mistake as described above or circumstances beyond the control of the City of Farmington Hills, including but not limited to weather, loss of utilities, civil unrest, or other uncontrollable happenstance, the event will be rescheduled at the earliest convenience of all parties. If a usage fee has been paid in connection with an event use, or reservation must be cancelled due to a scheduling mistake by the City as described above or cancellation by the City for any reason (other than circumstances beyond the City's control) and the event, use, or reservation cannot be rescheduled for any reason, the City shall refund such usage fees to the User, which shall be the full extent of any obligation or liability of the City in connection with such cancellation. The City shall not be obligated, liable or responsible for payment of any amounts or damages for losses due, directly or indirectly, to a cancellation incurred by a User (other than a refund, if applicable), User Representative, any person, guest, vendor or contractor associated with the event, use, reservation, rental, or usage agreement, or any other third party. If a User or User's Representative cancels an event or use, the City will not refund any fees, except as may be otherwise specifically allowed in this Policy. Where a facility requires a written usage agreement, a cancellation provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.
- M. Policy Enforcement / Penalties. Failure to comply with this Policy may result in all or any of the following: forfeiture of some or all of the security deposit;

cancellation of the event, meeting or other use; immediate termination of the event, meeting or other use without notice or warning; immediate removal of individuals from the premises by City staff or the Farmington Hills Police Department without notice or warning; payment of the City the costs of replacement for any and all destroyed, damaged or missing City property caused by User's guests, independent contractors, User, User's Representative or any person on User's behalf; rejection of any or all future requests to use the City's facilities; criminal prosecution for any violations of law or ordinance; and any other civil remedies to which the City may be entitled by law or in equity.

- N. City Sponsored Events. The City and City sponsored uses and events are specifically excluded from compliance with this Policy.
  - O. Fees. The Facility Manager, in coordination with the City Manager or City Manager's designee, is authorized to establish usage fees and other fees relating to the use of City facilities for which this Policy contemplates a fee.
  - P. Exceptions to Policy. The City Council may allow exceptions to this Policy to accommodate and enable events of regional, state-wide or national significance to be held at City facilities, such as but not limited to, visits by the President of the United States or Michigan Governor, or candidates for such positions.
- IV. General Regulations for All City Facilities. Unless otherwise stated in this Policy, these General Regulations shall apply to all City facilities. Where a regulation for a specific facility elsewhere in this Policy conflicts with or expands upon a General Regulation, the facility-specific procedure shall control.
- A. Compliance with Laws and Policies. All persons using the City of Farmington Hills' facilities shall observe and comply with the regulations of this Policy, all applicable ordinances, rules, and regulations of the City of Farmington Hills, and all federal and state laws.
  - B. Prohibited Uses. City facilities and equipment shall not be used for: a) activities which are in conflict with City policies, rules or ordinances, state laws, or federal laws; b) activities which are discriminatory in the legal sense; c) illegal gambling; d) the primary purpose of petition signature gathering except as allowed by Section V of this Policy; e) political campaign events or fundraisers except in reserved rooms of the Costick Center, Grant Center, Longacre House, The Hawk, or Ice Arena as provided by Section V of this Policy; or f) religious services or regular worship activities except in reserved rooms of the Costick Center, Grant Center, The Hawk, or Longacre House as provided by Section VI of this Policy.
  - C. Notice/Control of Renter's Invitees. The User Representative is responsible for insuring that all policies, rules and regulations are strictly adhered to by all persons participating in the activity for which they are the User Representative. To the extent that rooms or areas of City facilities are reserved, the User, the User's Representative and the User's invitees shall contain their activities to the area reserved or interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event

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- D. Non-Interference with Facility. No User's activities shall interfere with the administration of the City of Farmington Hills, the primary purpose of the facility being used, or the enjoyment of the facility by other users of the facility.
- E. Room Capacities. Room capacities must be adhered to. User and User's invitees may not overflow into the hallways and/or disturb City staff, City business, other activities or events at the facility.
- F. Maintenance and Clean-Up. Routine maintenance will be done by City staff. However, trash pickup and other cleanup duties are to be performed by the User, and it is expected that the User will clear and clean any areas of the facility used by the User or the User's invitees. Furniture, fixtures and equipment may not be moved from room to room or removed from the building without permission. At the conclusion of a User's use, the room must be returned to and left in the condition in which it was found. Any decorations used must be removed and disposed of properly, immediately following the function.
- G. Prohibited Items. No sparkle, glitter, confetti, etc. is permitted. Tape, pins, nails, staples and adhesives are not allowed on the walls, tables, chairs, etc. Except for lighters and cake candles (for birthdays, anniversaries, etc.) or unless otherwise provided in a facility-specific policy, candles or other sources of flame and fire are not allowed in City facilities.
- H. Control of Children. All children in attendance must remain in the reserved room(s). Children are not allowed to roam unsupervised in other areas of a City building, such as hallways, rooms or lounges.
- I. Alcoholic Beverages. With the exception of the Costick Center, Longacre House, [the Farmington Hills Golf Club](#), and [The Hawk](#), no alcoholic beverages are allowed in or at City facilities unless the User has obtained written permission from the City Manager or Facility Manager and obtained proper licensing from the State of Michigan for the service of alcoholic beverages.
- J. Paper Goods. Paper goods are the responsibility of the User and are not provided by the City of Farmington Hills.
- K. Equipment. Equipment provided to or used by the User must be utilized for its intended purpose.
- L. Non-Smoking Policy. City facilities are smoke-free and vape-free facilities; guests may only smoke and vape in designated outside areas where ash containers are provided. Smoking and vaping includes tobacco and non-tobacco products or substances including, but not limited to, cigarettes, cigars, non-cigarette smoking tobacco, smokeless tobacco, herbal or clover cigarettes, e-cigarettes, electronic and herbal hookah, steam stones and smoking gels. Smoking marijuana is not permitted in or at City facilities.
- M. Animals. No animals or pets are allowed in or at City facilities except the following: (a) police dogs; (b) service animals, as defined by Title II and Title III of the

Americans with Disabilities Act, subject to applicable City Code requirements unless excepted from such requirements by law; (c) other animals that have been allowed as part of an approved or City sponsored program or event; (d) dogs in the City's dog park, subject to compliance with all established rules and regulations applicable to the dog park; and (e) dogs in Founders Sports Park and Pioneer Park, provided they are on a leash and maintained in compliance with all applicable ordinances and park rules.

- N. Signs. ~~The City does not allow~~ the display, posting, or placement of any sign, poster, or flag (for example political signs, event signs, etc.) is not allowed within or on the grounds of City facilities, except (1) City-owned signs; and (2) holding a sign, poster, or flag on the grounds of a Traditional Public Forum. Special permission may be granted by the City Manager or Facility Manager for signs relating to User events at the facility for which there is a User Representative. The City reserves the right to request and require the User or User Representative to provide a copy of promotional materials (including social networks) and/or invitations that User creates for the event/meeting.
- O. Food and Beverage Sales. Food and beverage sales within or at a public facility are prohibited, unless authorized to do so by the Facility Manager or this Policy.
- P. Merchandise Sales. The sale of any merchandise or goods within or at a public facility is prohibited, unless authorized by the Facility Manager or this Policy.
- Q. Reservation of City's Rights. The City reserves the right to act in the best interest of the City on matters not specifically covered in these rules.
- V. Political and Fundraising Activities in City-Owned Buildings and on City-Owned Properties.
- A. General Policy. Except as and where specifically allowed under this Policy, City facilities shall not be used for political activities, events, fundraisers or assemblies. Where specified political activities, events, fundraisers, or assemblies are permitted, they must be open to the public subject to occupancy limits and security concerns.
- B. Political Campaign Events and Fundraisers. Political campaign events and fundraisers advocating a political candidate, ballot proposal, or other political cause may occur only in the fee-based rooms of the Costick Center, Grant Center, Longacre House, The Hawk, and Ice Arena. In these facilities, the activity must be confined to the reserved room, and be carried out consistent with all other applicable provisions of this Policy.
- C. Campaign Finance Law. No City facility shall be used in a manner that would cause the City to be in violation of the Michigan Campaign Finance Act, Act 388 of 1976, as amended, or any other applicable state or federal law.
- D. Government Officials in their Official Capacities. This Policy shall not be construed to limit the ability of elected or appointed government officials from using either

fee-based or non-fee based facilities in furtherance of performing the public duties associated with their office.

- E. After-Hours Meetings with Government Officials. It is recognized that, from time to time, elected or appointed officials desire opportunities to schedule after-hours meetings with citizens on their personal time that are not required as part of their public duties (e.g. office hours, coffee socials, town hall meetings). For purposes of this Policy, such meetings shall be considered to be in furtherance of the public duties associated with the officials' office, provided that they are open to all, and do not include campaigning or fundraising. City facilities designated in Section VII as Limited Public Forums for specified political activities may be used by elected and appointed officials for such meetings with citizens subject to the Michigan Campaign Finance Act and all other applicable law, and subject to all rules, regulations, and fees in the same manner as any other applicant. No such event shall occur that requires the expenditure of public funds or the provision of in-kind services by the City (e.g. coffee service, refreshments, photocopies, labor costs) that could be construed as making a public expenditure or providing a contribution of volunteer public services in violation of the Michigan Campaign Finance Act. In no case shall such an event be held in such a manner as to constitute a violation of the Michigan Open Meetings Act.
- F. Signature Gathering. ~~Except as provided in Section VII.D.8, No~~ portion of a City facility (including but not limited to meeting rooms, hallways, corridors, and internal sidewalks, parking lots, and drives) other than a Traditional Public Forum shall be used by any person or group having the primary purpose of soliciting signatures for candidate nominating petitions, ballot proposal petitions, or similar documents. This Policy, however, is not intended to prohibit an invitee of a User of a room from incidentally asking other invitees attending the same event within the same room to sign a petition.
- G. Political Fundraisers. Except for the reserved rooms of the Costick Center, Grant Center, Longacre House, ~~The Hawk~~, and Ice Arena, City facilities shall not be used for the primary purpose of conducting a political fundraising event for any candidate, ballot question, political party or campaign committee. This Policy, however, is not intended to prohibit invitees of a User from incidentally asking other invitees attending the same event in the same room to support a fundraising effort of an individual attendee or the User of the room (e.g., selling tickets for ~~some-a~~ future event; circulating a fundraising brochure; selling products such as cookies; or holding a 50/50, door prize or similar raffle solely among attendees of the event), or to engage in activities within the scope of the meeting for which the room was reserved related to the administration of an off-site fundraiser (e.g., collecting monies owed from an off-site fundraiser, distributing fundraiser materials such as brochures or raffle tickets; replenishing supplies for a product-based fundraiser; or distributing goods ordered through a prior fundraiser).
- G-H. Elections and Election Laws. Various City facilities are used as polling locations for elections and for other election related purposes. During the period of time that a City facility is being used as a polling location, no part of that facility shall be used



for a political activity, of any kind. No person shall use a City facility for any purpose that is not allowed under state election laws, rules, and regulations.

VI. Religious or Faith-Based Uses of City Facilities.

- A. Religious Services / Regular Worship. In recognition of the City's interest in complying with the Establishment Clause of the First Amendment of the U.S. Constitution, no City facility other than rooms at the Costick Activities Center, Jon Grant Community Center, The Hawk, and Longacre House shall be used for the purpose of conducting religious services or made available as a venue for the regularly-scheduled worship activities of any religious organization. Where facilities are allowed to be used for religious services, they shall be made available on a first-come, first-served basis, subject to all applicable usage regulations in the same manner as any other user of the facility.
- B. Faith-Based Groups and Incidental Faith-Based Activities. For City facilities that have not been opened for religious services, the limitation shall be narrowly construed so as not to prohibit the use of a Traditional or Limited Public Forum by an applicant because the applicant is faith-based, offers a religious perspective on matters relevant to subjects for which the forum has been opened, and/or engages in faith-based activity (including but not limited to prayer, singing, and reciting religious texts) that is incidental to a permissible use of the forum and does not amount to conducting a religious service. For purposes of this Policy, weddings or other ceremonies and events that could be carried out in a purely secular manner, but which the room User chooses to have conducted by a minister of any religion shall be considered an event with an incidental faith-based component as opposed to a religious service or worship event.

VII. Facility-Specific Regulations. The following facility-specific regulations are intended to be supplemental and additional to the General Application Procedures and Disclosures and General Regulations for aAll fFacilities, except where a facility-specific regulation conflicts with a general procedure or regulation, in which case the facility-specific regulation shall control.

A. No-Fee Rental Facilities.

1. City Hall Meeting Rooms (Excluding Council Chambers) Room Numbers 382 and 384 on the Third Floor of The Hawk (the "Third Floor Rooms").

- a. Forum Designation and Permitted Uses. The Third Floor Rooms City Hall meeting rooms are open-available for use as a Limited Public Forum—without charge to civic, community, and non-profit organizations, solely for the purpose of providing meeting space for routine meetings only (not including, for example and without limitation, training, workshops, social gatherings, parties, or other events) attended by an organization's membership and members of the public interested in the organization and/or items on the meeting agenda, subject to the requirements and restrictions in this

Subsection VII.A.1. When used under this subsection, the Third Floor Rooms are Limited Public Forums.

- b. Facility Manager. Applications shall be made to the City ~~Manager's office~~ Special Services Department.
- c. Priority. Priority for use of the ~~City Hall Meeting~~ Third Floor Rooms shall be given to the City government (including its officers, administrators, and employees acting in their official capacities), public bodies that use the Council Chambers for their meetings, and meetings of organizations or pertaining to events that are City-sponsored. All other users shall be considered non-priority users. No proposed use of a ~~City Hall Meeting~~ Third Floor Room by non-priority users shall be scheduled so as to conflict with these priority uses. If a public body requires use of a ~~City Hall Meeting~~ Third Floor Room for a meeting or other purpose not anticipated at the time that the use of the ~~City Hall Meeting~~ Third Floor Room was approved for an non-priority user (e.g. for a special meeting of ~~the City Council or other~~ a public body), the City reserves the right to cancel the non-priority user's reservation of the ~~City Hall Meeting~~ Third Floor Room and may relocate the non-priority user's event to an alternate room at a City facility if available. In this circumstance, if the only available suitable alternate location is a fee-based facility, the usage fee shall be waived administratively.
- ~~d. Availability. City Hall meeting rooms shall not be made available to non-priority users during normal City Hall business hours, on Fridays, or on weekends, unless the meeting for which the room is proposed to be used is City sponsored; provided, however, that after hours meetings with government officials under Section V.E. are permitted on Saturdays between 9:00 a.m. and 4:00 p.m.~~
- ~~e.~~ d. Open to Public. All meetings occurring within ~~City Hall~~ the Third Floor Rooms shall be open to the public.
- ~~f.~~ e. Political Uses. Political party organizations and similar political or Policy-oriented organizations may reserve ~~City Hall~~ the Third Floor Rooms ~~meeting rooms~~ solely for meetings in the same manner as any other civic or community organization referenced in a. above, subject to Section V and all other applicable rules and regulations of this Policy.
- ~~g. Prohibited Uses. City Hall meeting rooms are not to be used for private parties or events (e.g. birthday parties, showers, etc.); meetings or events of for-profit business entities, fundraisers of any kind, campaign events, special events that are intended to draw public attendance larger than a routine organizational meeting, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.~~

- ~~h. Food and Beverage. No food or beverages may be served in City Hall Meeting Rooms without the authorization of the Facility Manager.~~
- ~~i. 2. City Hall Council Chambers.~~
  - ~~a. Forum Designation and Permitted Uses. The Council Chambers are open as a Limited Public Forum without charge to civic, community, and non-profit organizations for the same purposes as City Hall Meeting Rooms and for political meetings and assemblies, including meet the candidate days, debates, public policy forums and similar public events, subject to the requirements and restrictions in this Subsection VII.2.~~
  - ~~b. Facility Manager: Applications shall be made to the City Manager's office.~~
  - ~~c. Priority. Priority for use of the City Council Chambers shall be given to the City government (including officials, administrators, and employees acting in their official capacities), public bodies that use the Council Chambers for their meetings, City sponsored assemblies, and assemblies co-sponsored by the City. All other users shall be considered non-priority users. No proposed use of the Council Chambers by non-priority users shall be scheduled so as to conflict with these priority uses. If a public body requires use of the City Council Chambers for a meeting or other purpose not anticipated at the time that the use of the Council Chambers was approved for a non-priority user (e.g. for a special meeting of the City Council or other public body), the City reserves the right to cancel the non-priority user's reservation of the Council Chambers and may relocate the non-priority user's event to an alternate City facility if available. In this circumstance, if the only available suitable alternate location is a fee-based facility, the usage fee shall be waived administratively.~~
  - ~~d. Availability. City Council Chambers shall not be made available to non-priority users during normal City Hall business hours or on weekends unless the meeting or event for which the room is proposed to be used is City sponsored; provided, however, that after-hours meetings with government officials under Section V.E. are permitted on Saturdays between 9:00 a.m. and 4:00 p.m. Where a proposed meeting or event can be accommodated within a City Hall meeting room other than the City Council Chambers, the Facility Manager reserves the right to redirect the proposed use to an alternate meeting room.~~
  - ~~e. Open to Public. All assemblies for which City Council Chambers is used shall be open to all members of the public.~~

- ~~f. Political Uses. Political party organizations and similar political or policy-oriented organizations may reserve City Council Chambers for meetings or assemblies (but not campaign events or fundraisers) in the same manner as any other civic or community organization, subject to Section V and all other applicable rules and regulations of this Policy.~~
- ~~g. Prohibited Uses. City Council Chambers are not to be used for private parties or events (e.g. birthday parties, showers, etc.); meetings or events of for-profit business entities, fundraisers of any kind, campaign events, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.~~
- ~~h. Food and Beverage. No food or beverages may be served in City Council Chambers without the authorization of the Facility Manager.~~

**32. Fire Department Headquarters (Station #5) Community Rooms.**

- a. Forum Designation and Permitted Uses. Fire Department Headquarters meeting rooms are open as Limited Public Forums to civic, community, and nonprofit organizations, solely for the purpose of providing meeting space for routine meetings attended by an organization's membership and members of the public interested in the organization and/or items on the meeting agenda, subject to the requirements and restrictions in this Subsection VII.<sup>31</sup>
- b. Facility Manager. Applications shall be made to Fire Department Headquarters (Station #5).
- c. Priority. Priority for use of the Fire Department Headquarters meeting rooms shall be given to the City government, public bodies that use the Council Chambers for their meetings, and meetings of organizations or pertaining to events that are City-sponsored. All other users shall be considered non-priority users.
- d. Availability. Fire Department Headquarters meeting rooms shall not be reserved so as to conflict with priority uses by the Fire Department, other City government departments, public bodies, and City-sponsored uses.
- e. Open to Public. All meetings occurring within Fire Department Headquarters shall be open to the public.
- f. Political Uses. Political party organizations and similar political or policy-oriented organizations may reserve Fire Department Headquarters meeting rooms solely for meetings in the same manner as any other civic or community organization, subject to

the Section V and all other applicable rules and regulations of this Policy.

- g. Prohibited Uses. Fire Department meeting rooms are not to be used for private parties or events (e.g. birthday parties, showers, etc.), meetings or events of for-profit business entities, fundraisers of any kind, campaign events, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.
- h. Food and Beverage. No food or beverages may be served in the Fire Department meeting rooms without the authorization of the Facility Manager.

43. Spicer House. Spicer House is a historic home within Heritage Park, which serves as the park's visitor center and houses several rooms used for classes, meetings, gatherings, and displays. The Spicer House premises was acquired by the City in 1985 with funds obtained through a grant awarded to the City under the Michigan Recreation Land Trust Fund Act, 1976 PA 204, 1984 PA 429, and 1972 PA 227, as amended, which requires that the premises be maintained for recreational purposes in perpetuity. In addition, the Spicer House was designated by City Council in 1988 as a Historic District (Council Resolution R-51-88), as recorded in Liber 11290 Page 330 of the records of the Oakland County Register of Deeds, and its use restricted to purposes identified by the Parks and Recreation Commission, Historic District Commission, and City Council as consistent with its recreational purpose and historic designation.

- a. Forum Designation and Permitted Uses. Consistent with R-51-88, the Farmington Hills Historic District Commission Spicer House Use Feasibility Review dated March 3, 1988 reviewed by Parks and Recreation Commission and City Council, and the Spicer House's recreational and historic purposes, Spicer House is open as a Limited Public Forum for the following uses, subject to the requirements and restrictions in this Subsection VII.4: recreational classes sponsored by government or non-government organizations, complementing the activities of the City of Farmington Hills (including but not limited to nature study, astronomy, day camping, safety clinics, cross-country skiing, fishing instruction); meetings of the Beautification Commission, Historical Commission, Historic District Commission, Park and Recreation Commission, Arts Commission, and Commission on Aging; Civic Awards/Presentations and functions (including but not limited to Officer of the month, outstanding citizen, Mayor's Exchange Day, City press announcements); interpretive exhibits (including but not limited to history of the Spicer Property, City history, early settlement history, land/water natural history interpretations, museum-type articles, pictures, and artifacts); service club

meetings; scouting activities, 4-H activities, youth athletic groups, civic club activities, and as a part of community activities (including but not limited to Halloween walks, hayrides, landscape painting and drawing programs, bird and plant identification, woodworking, nature and day camps, and fall festival).

- b. Facility Manager. Applications shall be made to the Special Services Department
- c. Open to Public. Meetings and events occurring at the Spicer House shall be open to the public and shall not interfere with the public's enjoyment of the Spicer House and premises as a recreational and historic venue.
- d. Prohibited Uses. Consistent with its recreational and historic purposes, the Spicer House is not to be used for private parties or events (e.g. birthday parties, showers, etc.), meetings or events of for-profit business entities, meetings or events for political party organizations or other organizations whose mission is not consistent with the recreational/historic, civic, or service-oriented purposes identified in subsection (a), fundraisers of any kind, campaign events, religious worship or services as defined in Section V of this Policy, or any other purpose not expressly authorized by this Policy.
- e. Food and Beverage. No food or beverages may be served in the Spicer House without the authorization of the Facility Manager.

B. Fee-Based Rental Facilities.

- 1. Costick Activities Center. The Costick Center is a multi-purpose facility that houses the Department of Special Services' administrative offices, indoor and outdoor recreational facilities, designated space for the Farmington Hills Senior Adult program, a teen center, and meeting and banquet rooms.
  - a. Forum Designation and Permitted Activities.
    - i. The Costick Center, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room has been reserved, shall take place in the facility.
    - ii. The Costick Center's rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.

- b. Facility Manager. Applications shall be made to the Department of Special Services.
- ~~c. Scope of Use. To the extent that rooms are reserved at the Costick Center for a specific purpose, the User, the User's Representative and their invitees shall contain their activities to the interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event.~~
- ~~d.c.~~ Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Costick Center, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
- ~~e.d.~~ Religious Uses. Rooms at the Costick Center may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs.
- ~~f.e.~~ Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.
- ~~g.f.~~ Food and Beverage. All Users with 50 guests or more that require food service are required to use the City's contracted food vendor. Users with 49 or less guests may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.
- ~~h.g.~~ Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 30 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.
- ~~i.h.~~ Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City.

Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

2. Jon Grant Community Center. The Grant Community center was constructed in conjunction with Fire Station #3. It offers classes, programs, and rental opportunities to residents of Farmington Hills as well as surrounding communities.
  - a. Forum Designation and Permitted Uses.
    - i. The Grant Center, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room has been reserved, shall take place in the forum.
    - ii. The Grant Center's rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
  - b. Facility Manager. Applications shall be made to the Department of Special Services.
  - ~~c. Scope of Use. To the extent that rooms are reserved at the Grant Center for a specific purpose, the User, the User's Representative and their invitees shall contain their activities to the interior of the reserved room and shall not use hallways or other common areas of the facility in connection with their event.~~
  - d.c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Grant Center, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
  - e.d. Religious Uses. Grant Center rooms may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs.
  - f.e. Food and Beverage. All Users with 50 guests or more that require food service are required to use the City's contracted food vendor. Users with 49 or less guests may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.



g.f. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.

h.g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 10 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for the payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally or by invoice.

i.h. Cancellation and Refund. Users who cancel shall forfeit 50% of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, Users shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

3. Longacre House. The Longacre House is a historic home available for special events. Special Services classes are also held at the house.

a. Forum Designation and Permitted Uses. The Longacre House shall be regulated as a Limited Public Forum for the purpose of providing space for private events such as weddings, theme parties, receptions, business meetings, banquets, social gatherings, and classes.

b. Facility Manager. Applications are to be made to the Department of Special Services.

c. Usage Minimum. A five-hour usage minimum is required for Friday and Saturday events unless waived by the Facility Manager or his designee.

d. Fees. Usage fees are based on the time a group/party is in the room, including set-up and clean-up, except for 90-minute setup time that is included with all usage agreements.

e. Food and Beverage. All Users that require food and/or alcohol for their events must utilize the Longacre House contracted caterer. No exceptions will be made without Facility Manager approval.

f. Payment Terms.

- i. A security deposit is required for all parties over 25 people. An additional deposit may be required or the amount or type may be changed at the discretion of management.
- ii. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 10 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.

- g. Cancellation and Refund. Users who cancel shall forfeit 50% of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, Use shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

4. Farmington Hills Ice Arena. The first floor of Farmington Hills Ice Arena consists of the ice surface and related facilities. The second floor, known as the "Ice Arena Club" contains space available for reservation that includes a soda shop-style seating area, a dance floor area, and a meeting room.

a. Forum Designation and Permitted Uses.

- i. The Ice Arena, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room or other portion of the facility has been reserved, shall take place in the forum.
- ii. The first floor of the Ice Area is intended to be regulated as a Non-Public Forum, within which the ice surface and accessory facilities (e.g. locker rooms) is available for rental only for Ice Area-related purposes (e.g. hockey and other ice-based events, practices, etc.) on a fee-based, first-come first-served basis, subject to the following regulations.

- iii. The Ice Arena Club's second-floor rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
- b. Facility Manager. Applications shall be made to the Department of Special Services.
- ~~e. Scope of Use. To the extent that any portion of the Ice Arena is reserved for any specific purpose, the User, the User's Representative and their invitees shall contain their activities to the interior of the reserved room and shall not use hallways or other common areas of the facility in connection with their event.~~
- ~~d.c.~~ Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at reserved rooms of the second-floor Ice Arena Club, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
- ~~e.d.~~ Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.
- ~~f.e.~~ Ice Surface Rental Rules and Regulations. Users of the ice surface are subject to the following facility-specific rules and regulations:
  - i. Each hour is equivalent to 50 minutes of ice time. The remaining ten (10) minutes of the hour is reserved for resurfacing.
  - ii. All ice usage fees are to be paid in full at least one half hour in advance of the use of the ice facility, and are non-refundable. In the event that the advance payment is not maintained, the contract will be considered cancelled by the User.
  - iii. Nobody is allowed on the ice during resurfacing except two people to move goal nets. Zamboni drivers are instructed to cease resurfacing immediately if anybody places an object on the ice or if people are skating before the two Zamboni

doors are closed. Once the Zamboni leaves the ice because of a violation of this rule, resurfacing will not re-commence during the time reserved by the User.

- iv. All hockey players are required to wear full protective equipment and helmets when on the ice.
- v. No physical or verbal abuse of arena employees will be tolerated.
- vi. Users will not be permitted use of the locker rooms until one-half hour prior to ice time. An adult representative of a group must be present in the locker rooms at all times in which it is in use.
- vii. A User may receive key(s) to a locker room from the office in exchange for a car key. Said person is responsible for securing the room when the group is on the ice and after all persons have vacated the room. Locker room keys shall be returned to the office for return of the car key. There is a fee for lost and/or damaged key(s) established by the Facility Manager in the Facility Manager's discretion.
- viii. No food and drinks are permitted in the locker rooms, on the ice, or on the players' and penalty benches, including the scorer's box, with the exception of non-alcoholic beverages in non-breakable containers.
- ix. Warm-up shots may not be directed to the side dasher boards by hockey players.
- x. Users are responsible for the conduct of the persons using the arena facilities during the ice time for which they have contacted. Ice Users will be held responsible for any vandalism, breakage, and cleanliness of locker room and all other arena property. It is strongly recommended that the User Representative be the last person to leave the locker room each time it is totally vacated.
- xi. At the conclusion of the time for which the ice has been reserved, all persons are to leave the ice promptly so that resurfacing may begin immediately. Ice Users will be charged for whatever time is used beyond that for which they have contracted at rates established by the Facility Manager in the Facility Manager's discretion.
- xii. Only food and beverage items purchased within and from the arena are allowed.

5. The Hawk. The Hawk is a multi-purpose facility that houses City administrative offices, a Community Center that houses(with indoor and outdoor recreational facilities, activities, including a fitness and aquatic center, pickle ball courts, an auditorium, a gymnasium, dance studios, designated space for the educational programming, or and other services for and on behalf of the Community Center), and other uses that have been or may be programmed or determined by the City from time to time. The Hawk also offers space for "private events" (not open to the public) such as, but not limited to, birthday parties, wedding or baby showers, theme parties, receptions, reunions, business meetings, banquets, conferences, and other private events and social gatherings.

a. Forum Designation and Permitted Activities.

i. The Hawk, as a whole, shall be regulated as a Non-Public Forum, except as provided under subsection ii below and under Section VII.A.1 of this Policy. No activities unrelated to the purpose of the forum or the purpose for which a room or area is designated or has been reserved, shall take place in or at the Hawk facility.

ii. The Hawk's useable space available for private events, as described above, and uses under d. or e. below shall be regulated as Limited Public Forums for the purpose of providing space for private events such as birthday parties, wedding or baby showers, theme parties, receptions, reunions, business meetings, banquets, and other social gatherings or uses under d. or e. below.

b. Facility Manager. Applications shall be made to the Department of Special Services.

~~c. Scope of Use. To the extent that rooms are reserved at the Hawk, the User, the User's Representative and the User's invitees shall contain their activities to the interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event.~~

~~d.c.~~ Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Hawk, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.

~~e.d.~~ Religious Uses. Rooms in the Hawk may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs

f.e. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.

g.f. Food and Beverage. All Users shall utilize the Hawk's in-house caterer and bartender for food and beverage service. In the event the Hawk's in-house caterer is unavailable, the User may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.

h.g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 30 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.

i.h. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

C. Parks.

1. Forum Designation and Permitted Uses. City Parks are open as a Traditional Public Forum (to the extent that they are open-air and not designated for specific uses such as sports facilities/fields and reservation-based picnic shelters), subject to the Rules and Regulations established in Chapter 19 of the Farmington Hills Code of Ordinances, all other applicable ordinances, statutes, and regulations, including but not limited to those pertaining to disturbing the peace, noise, and nuisance, and to the requirements and restrictions set forth in this Subsection VII.C.
2. Facility Manager. Applications for reservation-based park facilities are to be made to the Department of Special Services.
3. Scope of Use. Users of City Parks shall conduct their activities so as to not disrupt the operations of portions of parks designated for specific purposes,

including but not limited to: baseball, soccer, and other athletic fields; skate park; archery range; nature center; and golf course.

4. Fee-Based Reservation Park Facilities. The following park facilities are available on a first-come first-served fee-based basis, subject to the terms of this Policy and the following rules and regulations:

- a. Heritage Park Shelter-Specific Rules and Regulations:

- i. Shelters are reserved in one-hour intervals. Shelters shall not be reserved or used earlier than 9am or later than sunset.
- ii. Reservations are for the shelter and/or fire pit only. Park equipment, volleyball courts, and other park facilities are not available for use, and are open to the general public on a first-come-first-served basis.
- iii. Outside equipment such as inflatables, mechanical rides, amplified sound systems, etc., are not permitted.
- iv. Portable propane grills are prohibited. Users may use the City-provided charcoal grills on-site, but Users are responsible for providing their own charcoal.
- v. If the reservation includes electricity, it includes 2 circuits, 15 amps each. User must provide heavy-duty extension cords.
- vi. On-site water faucet is not drinkable water and is for park staff use only.
- vii. Receipt must be retained during reservation by the User and presented to park personnel upon request. Trash pickup and other cleanup duties are to be performed by the User. Therefore, the shelter must be left in the condition in which it was found. The site will be inspected by park personnel at the end of the rental period.
- viii. The Splash Pad is a Memorial Day through Labor Day operation. Its operating hours are 10am to 8pm, weather dependent.
- ix. Users are required to obtain permission from the Facility Manager or the Facility Manager's designee to have catering, but the caterer must be properly licensed by Oakland County.

- x. Balloons are not permitted, as they pose a choking hazard to wildlife and clog the Splash Pad drain.
  - xi. A full refund (less administrative fee) will be issued if the reservation is canceled more than 30 days from the reservation date. A 50% refund will be issued if the reservation is canceled 30 days or less from the reservation date. Refunds will only be issued in the event of severe weather as determined in the discretion of the Facility Manager.
- b. Stables Art Studio, Caretakers Farmhouse, Day Camp/Nature Center/Riley Archery Range and Skate Park:
- i. These facilities shall not be reserved or used earlier than 9am or later than sunset.
  - ii. Reservations are only for the specific facility that has been applied for. Equipment, volleyball courts, playground areas, and other areas in the park are not available for use (except as provided in this Policy), and are open to the general public on a first-come-first-served basis.
  - iii. Outside equipment such as inflatables, mechanical rides, amplified sound systems, etc., are not permitted.
  - iv. Receipt must be retained during reservation by the User and presented to park personnel upon request.
  - v. Trash pickup and other cleanup duties are to be performed by the User. Therefore, the facility must be left in the condition in which it was found. The site will be inspected by park personnel at the end of the use. Users are required to obtain permission from the Facility Manager or the Facility Manager's designee to have catering, but the caterer must be properly licensed by Oakland County.
  - vi. Balloons are not permitted outside.
  - vii. A full refund (less administrative fee) will be issued if a reservation is canceled more than 30 days from the reservation date. A 50% refund will be issued if reservation is canceled 30 days or less from reservation date. Refunds will only be issued in the event of severe weather as determined in the discretion of the Facility Manager.
- c. Fields (Games and Practices). The following requirements and regulations shall apply to reservations of park fields for games and practices:



- i. All field users are required to submit a Field Guideline Application prior to reserving a field.
- ii. Field hours are from 8:00 a.m. to sunset.
- iii. Prospective field Users are classified into two groups: Group I (non-profit organizations including YMCA, Civic Organizations, and homeowner associations; and private groups or teams consisting of at least 60% Farmington Hills residents); and Group II (for-profit organizations, non-community groups, and non-residents).
- iv. Group I non-profit organizations must supply their tax exempt number.
- v. Groups I and II may be offered block scheduling (i.e. reserving fields for the entire season as opposed to a weekly basis) by completing a Field Use Reservation Form and submitting for review to the Facility Manager.
- vi. Group I block scheduling occurs May 15<sup>th</sup> for Spring/Summer and July 15<sup>th</sup> for Fall.
- vii. Group I and II can reserve fields by May 15<sup>th</sup>.
- viii. All reservations that require dragging and lining of fields must be made 3 days prior to field use.
- ix. Field use is permitted May 15<sup>th</sup> through October 15<sup>th</sup>, weather permitting.
- x. During the period of the reservation and field use, the individual or organization shall procure and maintain a General Liability insurance policy in accordance with this Policy.
- xi. Inclement weather may result in the cancellation of field use.
- xii. Field Use Permits will be issued upon approval of a requested reservation for the use of any athletic facility.
- xiii. The Field Use Permit must be carried with the permit holder at all times during the event.
- xiv. The Field Use Permit only assures use of the field permitted and not exclusive use of the park or other fields.

- xv. Permit holders are responsible for those attending the outing. Permit holders and their participants and those attending their outing shall abide by all City and park ordinances and rules.
- xvi. No refunds will be given after fields have been reserved.
- d. Fields (Tournaments). The following requirements and regulations shall apply to reservations of park fields for tournaments:
  - i. During the period of the reservation and field use, the User shall procure and maintain a General Liability insurance policy in accordance with this Policy.
  - ii. The User will not charge a parking fee, however it may charge an entrance fee.
  - iii. Outside concessions and vendors are not permitted unless the User has obtained approval from the Facility Manager or the Facility Manager's designee. Any food vendor approved by the Facility Manager or the Facility Manager's designee must be properly licensed by Oakland County.
  - iv. The User shall provide tournament game schedule and field set up information a minimum of one week prior to the event to the Department of Special Services.
  - v. The amounts of a non-refundable deposit and all fees and charges for field reservations shall be established by the Facility Manager. The deposit is due at the time of reservation. Full payment of all fees for the reserved fields must be made a minimum of 10 working days after the event, check payable to Farmington Hills Recreation and sent to: Costick Center, Attn: Field Reservations, 28600 Eleven Mile Road, Farmington Hills, MI 48336.
  - vi. Baseball tournament teams are not permitted to use soccer fields.
  - vii. User and its participants and guests shall abide by all City and park ordinances and rules.
  - viii. The User shall provide the name and daytime phone number of the event's on-site contact person.
  - ix. Users may rake a baseball field, but not use any mechanical devices or vehicles for said purpose.

- x. Inclement weather may result in the cancellation of field use.

D. Facilities Not Available for Use by Outside Groups/Individuals. The following City facilities and properties, or portions thereof, are Non-Public Forums. No space within these facilities is available for fee-based or non-fee-based use, and no portion of these facilities nor any portion of their premises that is not entitled to regulation as a Traditional Public Forum is intended to be opened as forums for activities unrelated or disruptive to the purpose of the facility.

1. Fire Stations 1, 2, and 4
2. Fire Station 3 (to the extent that it is separated from the Jon Grant Community Center).
3. Police Department Building
4. 47<sup>th</sup> District Court
5. Department of Public Works Facility (including outbuildings)
6. Farmington Hills Golf Club, except for golf outing fundraisers.
  - a. Note: The restaurant within the Farmington Hills Golf Club is operated by a private entity pursuant to a concession agreement with the City. Any decisions made by that entity pursuant to its independent operating procedures and in compliance with applicable public accommodations law in furtherance of its business purpose shall not be construed as manifesting an intent of the City to confer public forum status on any portion of the Farmington Hills Golf Club property.
7. Park and Golf Maintenance Facility.
8. Amphitheater at Heritage Park, not including any areas of the Amphitheater that, during events, are designated by the City for entry into and exit from the Amphitheater performing and viewing areas, which shall be a Limited Public Forum that is designated for soliciting signatures for candidate nominating petitions, ballot proposal petitions, or similar documents and for distribution of non-commercial leaflets, provided such activities in these areas are undertaken in a manner that does not interrupt or disrupt the performance in any way and do not restrict or impede ingress and egress to and from the Amphitheater.
9. City Hall, except City Hall meeting rooms, Council Chambers, and the hallway outside Chambers are Limited Public Forums during public meetings held by City Council and other City government public bodies subject to rules established by City Council or such other public bodies applicable to those areas.

9.10. Any other facility not identified in this Policy as a Traditional Public Forum or Limited Public Forum.

VIII. Repealer, Conflicts, and Severability.

- A. Prior Facility Use Policies Repealed. This Policy amends, restates and supersedes any and all prior facility use and political activities policies adopted by the City Council. Any prior facility use and political activities policies are hereby repealed.
- B. Conflicts. If any provision of this Policy is inconsistent or conflicts with the City Code of the City of Farmington Hills, or any other binding state or federal statutes, regulations, or law, this Policy shall be superseded to the extent that it conflicts with those statutes, laws, ordinances, regulations, or other laws.
- C. Severability. In the event that any of the terms or provisions of this Policy are held to be partially or wholly invalid or unenforceable for any reason whatsoever, such holding shall not affect, alter, modify, or impair any of the other terms, provisions or covenants of this Policy or the remaining portions of any terms, provisions or covenants held to be partially invalid or unenforceable.



## CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

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DATE: 2/10/2025

DEPT: DPW AND SPECIAL SERVICES

RE: AWARD OF BID FOR GRAVEL AND AGGREGATE MATERIALS

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### ADMINISTRATIVE SUMMARY

- The purchase of gravel and aggregate materials was publicly advertised and competitively bid on the Michigan Intergovernmental Trade Network (MITN) e-procurement system and opened on January 28, 2025. Notification was sent to 286 vendors including 66 that hold the classification of minority owned, women owned, veteran owned, disabled, disadvantaged or service disabled.
- The bid provides pricing for one year with provisions for up to four (4) one-year extensions through mutual consent by the City and the Contractor.
- Funding for the DPW Road maintenance supplies is provided in the Major and Local Road Maintenance accounts. Funding for Parks & Golf maintenance supplies is provided in the Parks Millage account.
- Gravel materials and aggregates are vital to both routine and emergency repair on our City streets and are used daily by the Parks & Golf Division to maintain and prepare the City's athletic fields and facilities grounds.
- The bid process provided unit prices for a wide variety of materials that may be required throughout the life of the contract. The quantities of the different materials were estimates (using historical data) for bid comparison and evaluation only.
- Upon thorough review of all bids, staff is recommending Ellsworth Industries of Plymouth, Michigan, as the lowest complete bid (see attached bid tab). Ellsworth has provided quality products and support to Farmington Hills and other local road agencies in the past.



# CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

## RECOMMENDATION

- IT IS RESOLVED that the City Council of Farmington Hills authorize the City Manager to approve the required contracts and purchase orders to Ellsworth Industries for gravel and aggregate materials not-to-exceed the annual budgeted amount with one or more administration approved extensions not-to-exceed a total of four (4) years.

Prepared by: Derrick Schueller, DPW Superintendent  
 Reviewed by: Jacob Rushlow, P.E., Director, Department of Public Services  
 Michelle Aranowski, Director, Department of Central Services  
 Ellen Schnackel, Director, Department of Special Services  
 Approved by: Gary Mekjian, P.E., City Manager

City of Farmington Hills  
 Bid Tabulation  
 itb-fh-24-25-2496  
 Gravel & Aggregate Materials  
 Opened 1/28/2025

			Osburn Industries		Ellsworth Industries, Inc.		Farmer Underwood Trucking		Mierzwa Construction	
			Taylor, MI		Plymouth, MI		Belleville, MI		Pontiac, MI	
22A Gravel	1000	Tons	\$22.00	\$22,000.00	\$22.60	\$22,600.00	\$33.00	\$33,000.00	\$23.90	\$23,900.00
21AA Limestone	3000	Tons	\$24.75	\$74,250.00	\$23.90	\$71,700.00	\$24.50	\$73,500.00	\$27.00	\$81,000.00
3A Limestone (1 by 3)	250	Tons	\$26.00	\$6,500.00	\$25.25	\$6,312.50	\$25.75	\$6,437.50	\$32.00	\$8,000.00
4 x 8 Limestone	150	Tons	\$35.00	\$5,250.00	\$33.50	\$5,025.00	\$33.00	\$4,950.00	\$36.50	\$5,475.00
Washed 1 1/2" clear round stone	50	Tons	\$34.00	\$1,700.00	\$27.50	\$1,375.00	\$39.00	\$1,950.00	No Bid	No Bid
Pea Pebbles	100	Tons	\$28.00	\$2,800.00	\$29.80	\$2,980.00	\$27.00	\$2,700.00	\$28.00	\$2,800.00
Mason Sand	50	Tons	\$17.50	\$875.00	\$17.00	\$850.00	\$18.95	\$947.50	\$20.70	\$1,035.00
Ohio #9 Washed Limestone	250	Tons	\$35.00	\$8,750.00	\$33.00	\$8,250.00	\$33.00	\$8,250.00	\$36.50	\$9,125.00
6A 3/4 Washed Limestone	150	Tons	\$28.00	\$4,200.00	\$29.00	\$4,350.00	\$27.50	\$4,125.00	\$33.75	\$5,062.50
5G (Ohio 4) 1 1/2 Washed Limestone	50	Tons	\$31.00	\$1,550.00	\$29.20	\$1,460.00	\$29.00	\$1,450.00	\$32.50	\$1,625.00
Rip Rap 8 x 16	50	Tons	\$65.00	\$3,250.00	\$57.50	\$2,875.00	\$57.75	\$2,887.50	\$68.00	\$3,400.00
Screened Topsoil	150	CYD	\$27.00	\$4,050.00	\$17.50	\$2,625.00	\$22.50	\$3,375.00	\$20.50	\$3,075.00
<b>TOTAL DPW GRAVEL MATERIALS AMOUNT</b>				<b>\$135,175.00</b>		<b>\$130,402.50</b>		<b>\$143,572.50</b>		<b>\$144,497.50</b>
Athletic Meal	400	Tons	\$40.00	\$16,000.00	\$27.50	\$11,000.00	\$37.00	\$14,800.00	No Bid	No Bid
Screened Topsoil	400	Cu. Yd.	\$27.00	\$10,800.00	\$17.50	\$7,000.00	\$22.50	\$9,000.00	\$25.50	\$10,200.00
30 A Slag	300	Tons	\$41.00	\$12,300.00	\$38.50	\$11,550.00	No Bid	No Bid	No Bid	No Bid
22X Slag	600	Tons	No Bid	No Bid	\$21.00	\$12,600.00	No Bid	No Bid	No Bid	No Bid
Ohio #9 Washed Limestone	200	Tons	\$35.00	\$7,000.00	\$33.00	\$6,600.00	\$33.00	\$6,600.00	\$36.50	\$7,300.00
<b>TOTAL AMOUNT OF PARKS DEPT. AGGREGATE</b>				<b>\$46,100.00</b>		<b>\$48,750.00</b>		<b>\$30,400.00</b>		<b>\$17,500.00</b>
% Increase per year for 4 - One year extension	Extension			10%		7%		10%		7%
<b>GRAND TOTAL</b>				<b>\$181,275.00</b>		<b>\$179,152.50</b>		<b>\$173,972.50</b>		<b>\$161,997.50</b>

Bid notification was sent to 286 contractors. We received zero (0) "no bids".



## CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

DATE: 02/24/25

DEPT: DPW

RE: AWARD OF BID FOR AS-NEEDED TRANSIT MIX CONCRETE

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### ADMINISTRATIVE SUMMARY

- The purchase of transit mix concrete for road maintenance was publicly advertised and competitively bid on the Michigan Intergovernmental Trade Network (MITN) e-procurement system and opened February 6, 2025, after a one week postponement to obtain further bidding interest. Notification was sent to two hundred and forty (240) vendors (including fifty-one (51) vendors that hold the classification of minority owned, women owned, veteran owned, disabled, disadvantaged or service disabled) with two (2) local vendors responding.
- The bid for transit mix concrete provides pricing for one year with provisions for up to four (4) one-year extensions through mutual consent by the City and the Contractor.
- Transit mix concrete is vital to both routine and emergency road repair on our City streets.
- Funding for road materials is provided in the Major and Local Road Maintenance accounts.
- The bid process provided unit prices for a variety of materials and quantities that may be required throughout the life of the contract. The quantities of the different materials bid were estimates (using historical data) for bid comparison and evaluation only (see attached bid tab).
- The lowest qualified bid and recommended vendor, Messina Concrete, of Plymouth, Michigan, has provided similar products to the City of Livonia and City of Plymouth. Messina Concrete has been in business for over 50 years, producing and delivering high quality concrete.

### RECOMMENDATION



**CITY MANAGER'S REPORT TO  
MAYOR AND COUNCIL**

IT IS RESOLVED, that the City Council authorize the City Manager to approve the required contracts and purchase orders to Messina Concrete for transit mix concrete in the amount not-to-exceed the annual budgeted amount with one or more administration approved extensions not-to-exceed a total of four (4) years.

Prepared by: Derrick Schueller, DPW Superintendent  
 Reviewed by: Jacob Rushlow, P.E., Director of Public Services  
 Michelle Aranowski, Director of Central Services  
 Approved by: Gary Mekjian, P.E., City Manager

Bid Tabulation  
 itb-fl-24-25-2497  
 Transit Mix Concrete  
 Opened 2-6-25

MATERIAL TYPE	CUBIC YDS	Piedmont Concrete, Inc. Farmington Hills, MI		Messina Concrete Plymouth, MI	
		PRICE/YARD	TOTAL	PRICE/YARD	TOTAL
6 Sack transit/ready mix concrete (3,500 psi)	200	\$172.00	\$34,400.00	\$168.00	\$33,600.00
7 Sack transit/ready mix concrete (4,500 psi)	50	\$179.50	\$8,975.00	\$175.00	\$8,750.00
9 Sack transit/ready mix concrete (4,500 psi)	20	\$188.00	\$3,760.00	\$194.00	\$3,880.00
	<b>TOTAL BID AMOUNT</b>		\$47,135.00		\$46,230.00
<b>SHORT LOAD CHARGES</b>					
5 to 5 3/4 yards			\$165.00		\$110.00
4 to 4 3/4 yards			\$175.00		\$110.00
2 to 3 3/4 yards			\$185.00		\$110.00
<b>SPLIT LOAD CHARGES</b>					
3 to 3 3/4 yards			\$105.00		\$50.00
2 to 2 3/4 yards			\$105.00		\$50.00
1 to 1 3/4 yards			\$105.00		\$50.00
Demurrage Charge per 1/2 hour			\$65.00		No Bid
<b>% per year</b>			7.5%		3%

Please see extra charges for short & split loads on individual bids  
 Bid notification was sent to over 240 vendors. We received zero (0) "No-bids."





## CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

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**DATE:** 2/24/2025

**DEPT:** Department of Public Services

**RE:** Consideration of Award of Contract for the Woodcreek Hills Subdivision Road Reconstruction Project

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### ADMINISTRATIVE SUMMARY

- In November 2018, voters approved the City Charter Amendment to Transition to a Local Road Millage. This millage replaced the City's local road special assessment process for funding local road reconstruction.
- The City currently rates the paved public roads utilizing the Pavement Surface Evaluation and Rating (PASER) system, which is a widely accepted system used throughout the country. Michigan's Transportation Asset Management Council has adopted the PASER system for measuring statewide pavement conditions in Michigan.
- The City utilizes a PASER rating of 2.75 or less to qualify local roads and subdivisions for consideration of reconstruction. The paved roads within the project area have an average PASER rating of 2.5, making the project a high priority candidate.
- The roads will be reconstructed to local road standards with removal of the existing asphalt surface, underlying base, existing curb and gutter, and select driveway culverts. Replacement will consist of a new asphalt surface on an improved aggregate base, supplemented with new concrete curb and gutter in select areas, edge drain, select new driveway culverts, ditching, and geometric improvements in the cul-de-sacs.
- The project was publicly advertised and competitively bid on the Michigan Intergovernmental Trade Network (MITN) e-procurement system. Notification was sent to over one thousand (1,000) vendors including three hundred thirty-five (335) that hold the classification of minority owned, women owned, veteran owned, disabled, disadvantaged or service disabled.

- 
- Six (6) bids were received on February 12, 2024 (see Bid Summary Sheet) and the lowest bidder who has demonstrated the ability to complete the work is Florence Cement Company of Shelby Township, Michigan. Their bid was in the amount of \$3,518,903.93.
  - The low bid is competitive with current market unit prices. Florence Cement Company has successfully completed similar projects for the City of Farmington Hills and their work has been satisfactory. Most recently, they completed the Hull Road Gravel Road Conversion Project in 2023 and in 2024, they completed the Heritage Hills and Wedgwood Commons Road Reconstruction, Phase IV. They have also been a subcontractor for many other projects in the city. Based on past experience, it is our opinion they can adequately perform the work as outlined in the contract.
  - Construction is estimated to commence in April 2025 and be substantially completed by November 2025. Work on Danvers Court and Danvers Drive between Danvers Court and 12 Mile Road may be completed in spring of 2026 dependent on the progress of the culvert replacements on Danvers Court.
  - A mailing notice will be sent to all residents and property owners within the project area that will include staff contact information, instructions for signing up for the project-specific Listserv, as well as “Frequently Asked Questions” for the project. The mailing will also provide a contact name and phone number for anyone requesting an over the phone consultation to address any further questions they may have. This information will also be posted to the City’s website.
  - In an effort to assure that residents are as informed as possible, an Open House meeting will be held prior to the start of construction. Residents and property owners will be invited to view the final construction plans and have their questions addressed by staff.
  - To provide further outreach, a second mailing will be provided to all residents and property owners prior to construction beginning to identify the Construction Inspector assigned to the project, his or her contact information and to identify the prime contractor that was awarded the contract.



**CITY MANAGER'S REPORT TO  
MAYOR AND COUNCIL**

**BID SUMMARY**

<b><u>CONTRACTOR</u></b>	<b><u>TOTAL</u></b>
Florence Cement Company Shelby Twp., Michigan	\$3,518,903.93
Springline Excavating LLC Farmington Hills, Michigan	\$3,748,410.80
Fonson Company, Inc. Brighton, Michigan	\$3,984,559.36
R & R Asphalt Inc. Milford, Michigan	\$4,187,670.00
Ajax Paving Industries, Inc. Troy, Michigan	\$4,058,484.19
Major Contracting Group Inc. Detroit, Michigan	\$5,152,416.20

*Table Description: Summary of bid results for the WoodCreek Hills Subdivision Road Reconstruction Project. \* Indicates corrected total.*

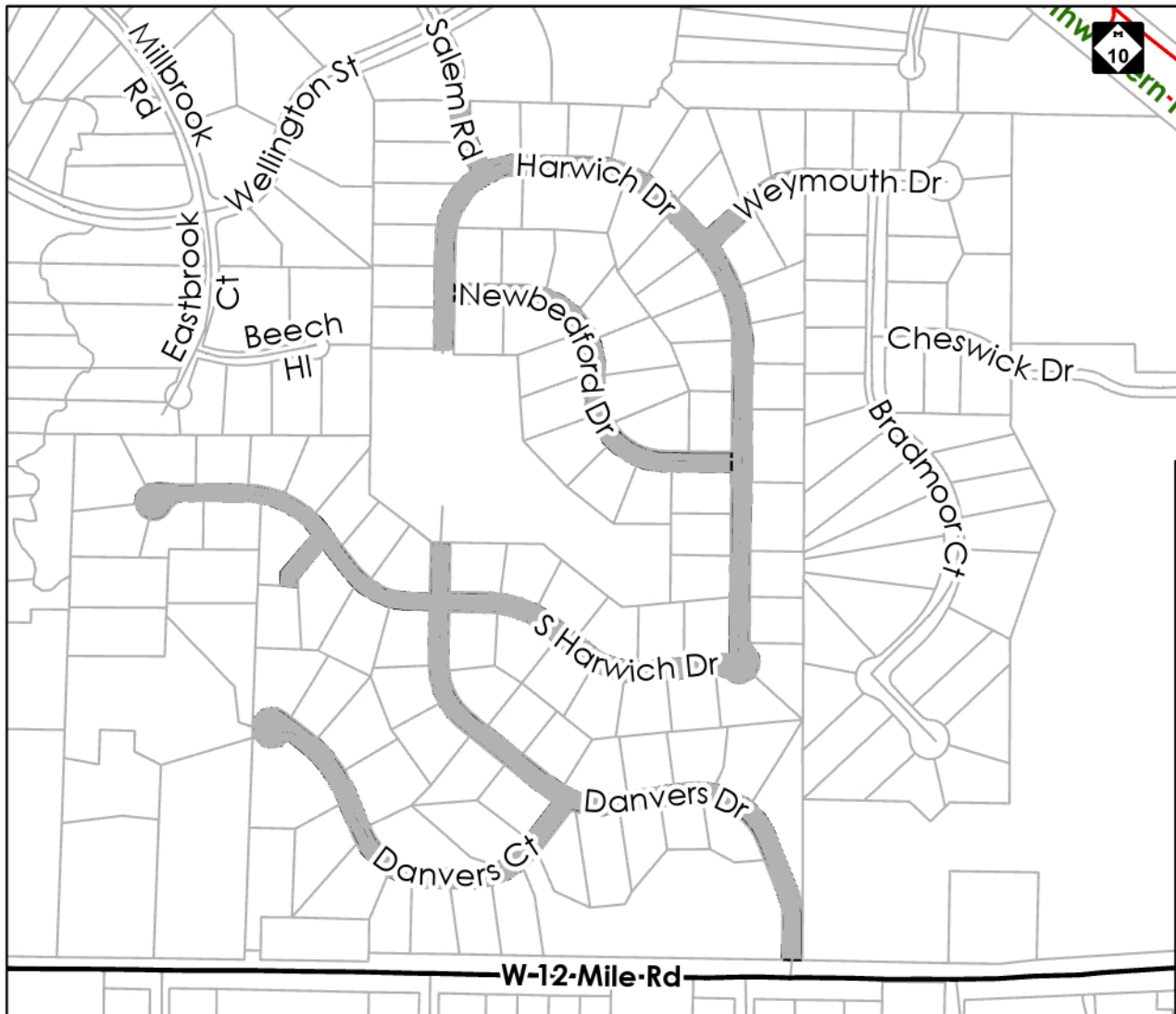
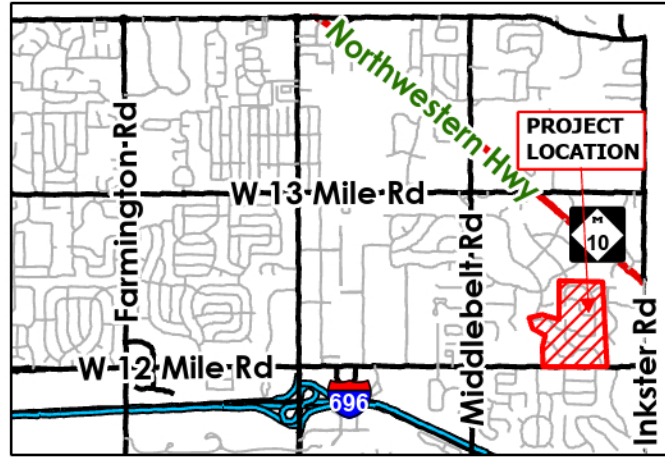
**RECOMMENDATION**

- IT IS RESOLVED, the Woodcreek Hills Subdivision Road Reconstruction Project be awarded to the lowest competent bidder, Florence Cement Company of Shelby Twp., Michigan, in the amount of \$3,518,903.93, and

IT IS FURTHER RESOLVED, the City Manager and the City Clerk be authorized to execute the contract on behalf of the City.

Prepared by: Natasha Sonck, Civil Engineer I  
 Reviewed by: James Cubera, P.E., City Engineer  
 Department Authorization: Jacob Rushlow, P.E., Director of Public Services  
 Approved by: Gary Mekjian, P.E., City Manager

# City of Farmington Hills Woodcreek Hills Subdivision Asphalt Road Reconstruction



Legend

-  Proposed Road Reconstruction



## CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

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**DATE:** 02/24/2025

**DEPT:** Department of Public Services

**RE:** Consideration of Award of Contract for the Farm Meadow and Camelot Court Subdivision Concrete Reconstruction Phase I

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### ADMINISTRATIVE SUMMARY

- In November 2018, voters approved the City Charter Amendment to Transition to a Local Road Millage. This millage replaced the City's local road special assessment process for funding local road reconstruction.
- The City currently rates the paved public roads utilizing the Pavement Surface Evaluation and Rating (PASER) system which is a widely accepted system used throughout the country. Michigan's Transportation Asset Management Council has adopted the PASER system for measuring statewide pavement conditions in Michigan.
- The City utilizes a PASER rating of 2.75 or less to qualify local roads and subdivisions for consideration of reconstruction. The paved roads within the project area have an average PASER rating of 2.57, making the project a high priority candidate. After the millage was passed, authorization to bid this project for reconstruction was received.
- All the roads in the project area consist of concrete pavement. This proposal is for the first of a two-year phased project with the second phase being bid out next year. The roads will be reconstructed to local road standards with removal and replacement of the existing concrete pavement, underlying base, storm sewer improvements and new curb and gutter and edge drain.
- Four (4) bids were received on February 14, 2025 (see Bid Summary Sheet) and the lowest bidder who has demonstrated the ability to complete the work is Hard Rock Concrete, Inc. Their bid was in the amount of \$3,516,829.80.
- Construction is anticipated to begin May 2025 with completion by November 2025.



**CITY MANAGER’S REPORT TO  
MAYOR AND COUNCIL**

- Hard Rock Concrete, Inc. has successfully completed similar projects for the City of Livonia, City of Woodhaven, and the City of Garden City. They also successfully completed Farmington Freeway Industrial Park Subdivision Phase 2 and 3 for the City of Farmington Hills. Our consultant, Hubbell Roth & Clark has verified their references with other communities and found them to be positive and supportive of awarding this project. It is our opinion based on the reference check and our past experience with Hardrock Concrete, that they can adequately perform the work as outlined in the contract.
- A mailing notice will be sent to all resident property owners within the project area that will include the Open House meeting date and time, staff contact information, instructions for signing up for the project-specific Listserv, as well as “Frequently Asked Questions” for the project. The mailing will also provide a contact name and phone number for anyone requesting a one-on-one consultation to address any further questions they may have. This information will also be posted to the City’s website.
- To provide further outreach, a second mailing will be provided to all resident and property owners prior to construction beginning to identify the Construction Inspector assigned to the project, his or her contact information, and to identify the prime contractor that was awarded the contract.

**BID SUMMARY**

<b><u>CONTRACTOR</u></b>	<b><u>TOTAL</u></b>
Hard Rock Concrete, Inc. Westland, MI	<b>\$3,516,829.80</b>
Florence Cement Company Shelby Twp, MI	\$3,681,704.40
Fonson Company, Inc. Brighton, MI	\$3,842,457.91
Mark Anthony Contracting, Inc Milford, MI	\$4,077,747.44

*Table Description: Summary of bid results for the Farm Meadows and Camelot Courts Subdivision Rehabilitation Phase I. \* Indicates corrected total.*



## CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

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### RECOMMENDATION

- IT IS RESOLVED, the Farm Meadows and Camelot Courts Subdivision Reconstruction Phase I be awarded to the lowest competent bidder, Hard Rock Concrete, Inc of Westland, Michigan, in the amount of \$3,516,829.80 , and

IT IS FURTHER RESOLVED, the City Manager and the City Clerk be authorized to execute the contract on behalf of the City.

Prepared by: Shon'Quase Dawkins, Civil Engineer I

Reviewed by: James Cubera, P.E., City Engineer

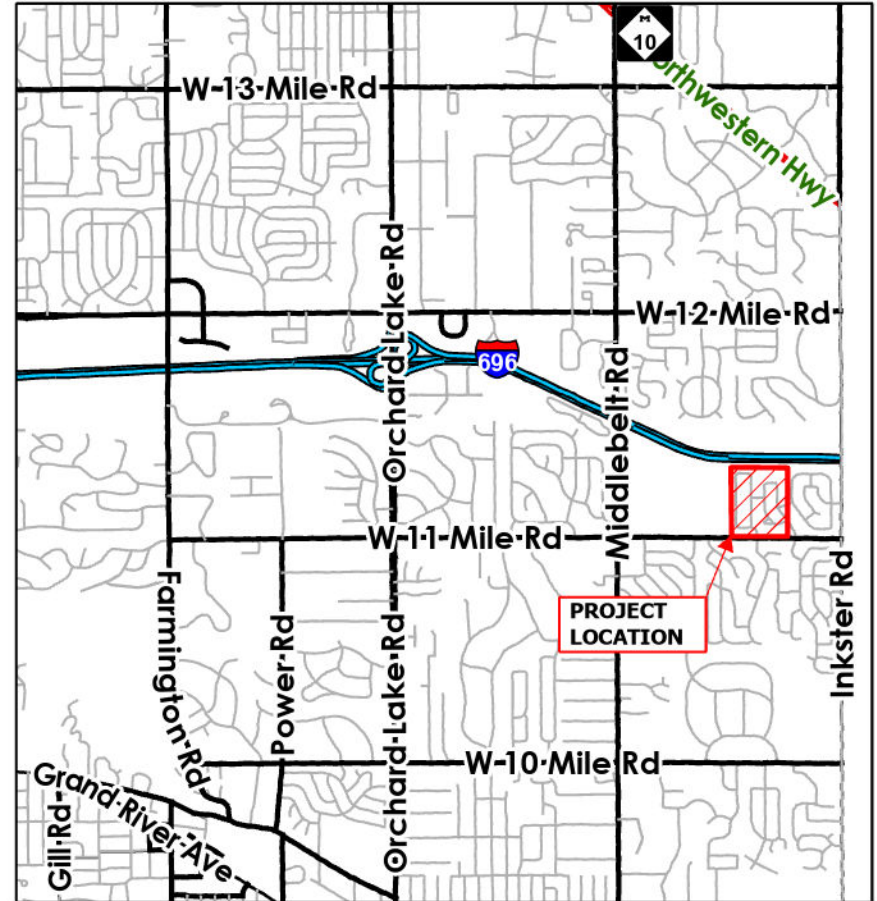
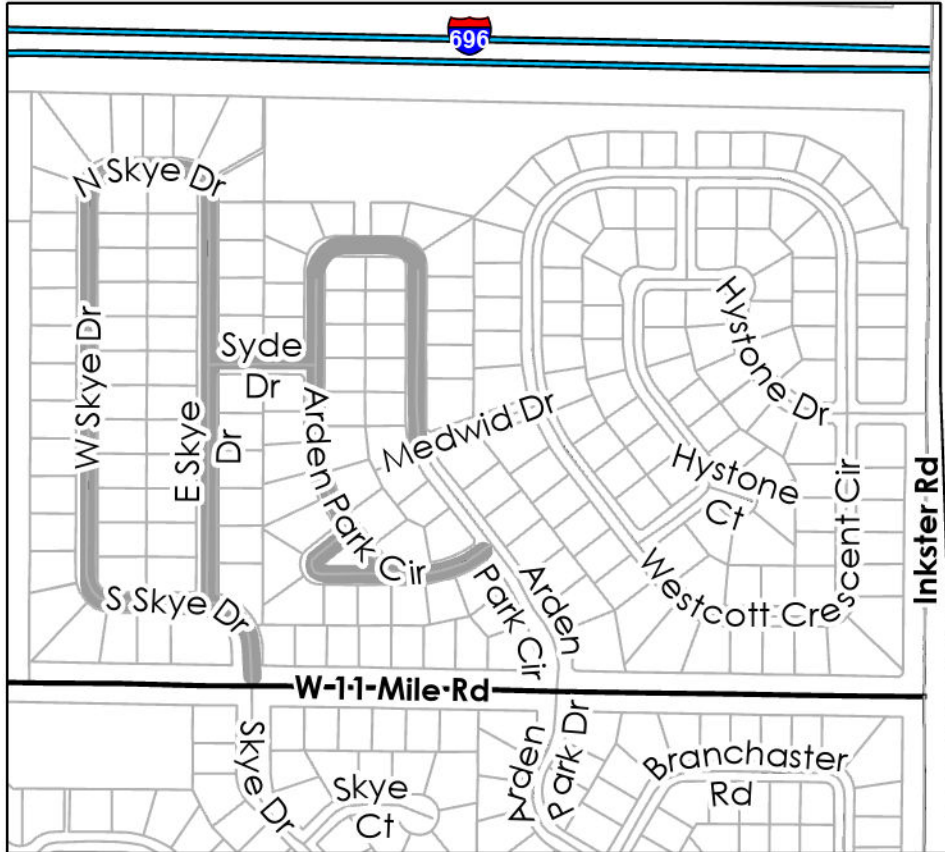
Department Authorization: Jacob Rushlow, P.E., Director of Public Services

Approved by: Gary Mekjian, P.E., City Manager

# City of Farmington Hills

## Farm Meadows & Camelot Courts Phase 1

### Concrete Road Reconstruction



Legend

 Proposed Road Reconstruction - Phase 1





## CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

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**DATE:** 02/24/2025

**DEPT:** Department of Public Services

**RE:** Consideration of Award of Contract for the Sinacola Court Industrial Road Reconstruction Project

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### ADMINISTRATIVE SUMMARY

- In November 2018, voters approved the City Charter Amendment to transition to a Local Road Millage. This millage replaced the City's local road special assessment process for funding local road reconstruction.
- The City currently rates the paved public roads utilizing the Pavement Surface Evaluation and Rating (PASER) system which is a widely accepted system used throughout the country. Michigan's Transportation Asset Management Council has adopted the PASER system for measuring statewide pavement conditions in Michigan.
- The City utilizes a PASER rating of 2.75 or less to qualify industrial roads and local roads for consideration of reconstruction. The paved road within the project area has an average PASER rating of 2.00, making the project a high priority candidate.
- Sinacola Court is an industrial road. It will be reconstructed to industrial road standards with removal and replacement of the existing pavement surface and underlying stone base. New curb and gutter and underdrain will also be installed with this project, as well as some storm sewer improvements.
- The project was publicly advertised and competitively bid on the Michigan Intergovernmental Trade Network (MITN) e-procurement system. Notification was sent to over one thousand (1,000) vendors including two hundred eighteen (218) that hold the classification of minority owned, women owned, veteran owned, disabled, disadvantaged or service disabled.

- Six (6) bids were received on February 18, 2025 (see Bid Summary Sheet) and the lowest bidder who has demonstrated the ability to complete the work is Hard Rock Concrete, Inc. Their bid was in the amount of \$965,402.71.
- The low bid is competitive with current market prices. Hard Rock Concrete, Inc. has successfully completed similar projects for the City of Farmington Hills and their work has been satisfactory. Most recently they completed Farmington Freeway Industrial Park Subdivision Phases 2 and 3 in 2023 and 2024. Based on our past experience with Hard Rock Concrete Inc., it is our opinion they can adequately perform the work as outlined in the contract.
- Construction is anticipated to commence in April 2025 and be substantially completed by November 2025.
- A mailing notice will be sent to all businesses and property owners within the project area that will include staff contact information, instructions for signing up for the project-specific Listserv, as well as "Frequently Asked Questions" for the project. The mailing will also provide a contact name and phone number for anyone requesting an over the phone consultation to address any further questions they may have. This information will also be posted to the City's website.
- In an effort to assure that businesses and property owners are as informed as possible, an Open House meeting will be held prior to the start of construction. Businesses and property owners will be invited to view the final construction plans and have their questions addressed by staff.
- To provide further outreach, a second mailing will be provided to all businesses and property owners prior to construction beginning to identify the Construction Inspector assigned to the project, his or her contact information and to identify the prime contractor that was awarded the contract.



**CITY MANAGER'S REPORT TO  
MAYOR AND COUNCIL**

**BID SUMMARY**

<b><u>CONTRACTOR</u></b>	<b><u>TOTAL</u></b>
Hard Rock Concrete, Inc. Westland, MI	\$965,402.71
Great Lakes Contracting Solutions, LLC Waterford, MI	\$1,003,477.66
Springline Excavating, LLC Farmington Hills, MI	\$1,093,335.16*
Fonson Company, Inc. Brighton, MI	\$1,147,485.58
Florence Cement Company, Inc. Shelby Twp, MI	\$1,446,635.71*
Major Contracting Group Detroit, MI	\$1,486,819.21

*Table Description: Summary of bid results for the Farm Meadows and Camelot Courts Subdivision Rehabilitation Phase I. \* Indicates corrected total.*

**RECOMMENDATION**

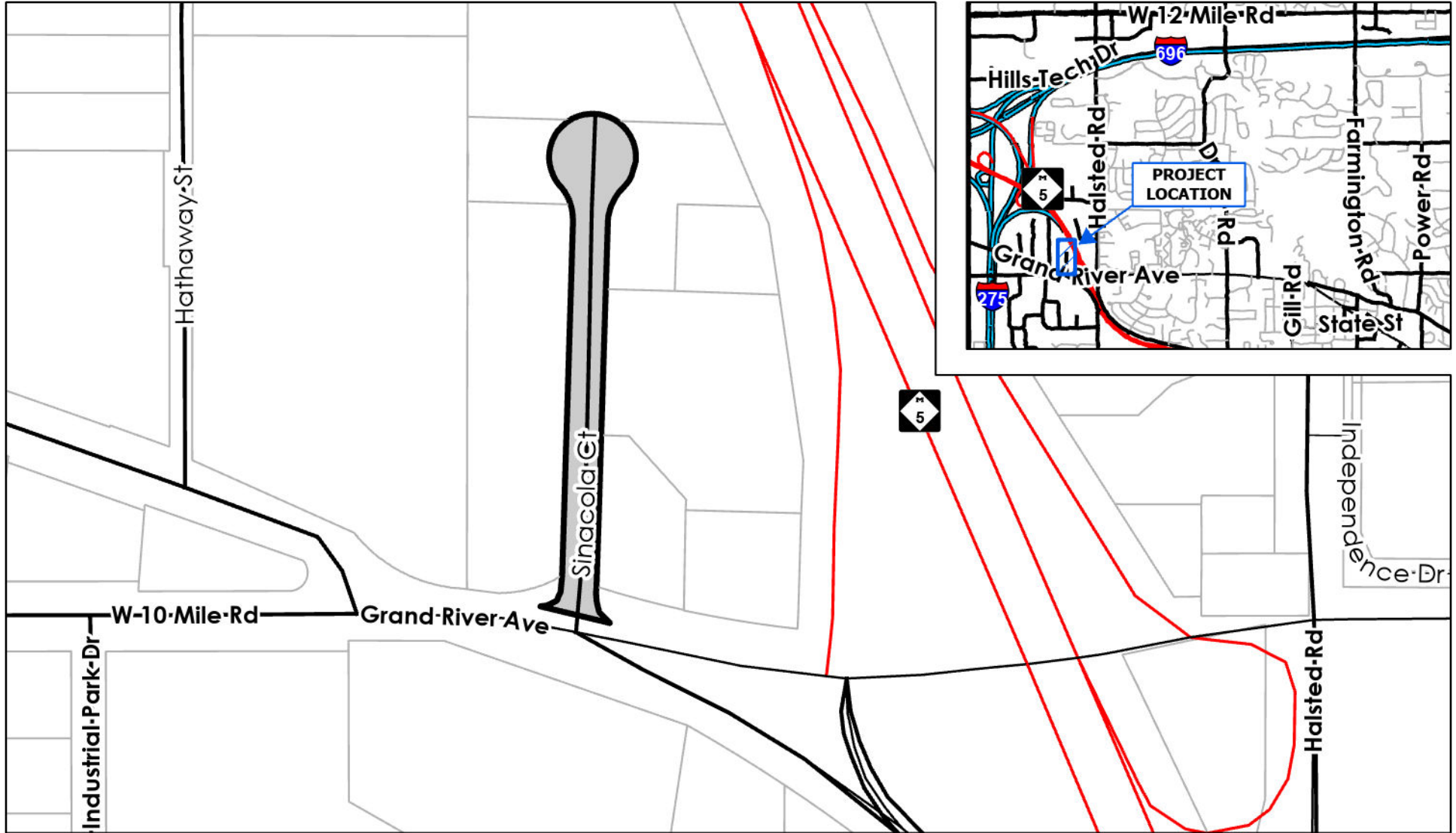
- IT IS RESOLVED, the Sinacola Court Industrial Road Reconstruction Project be awarded to the lowest competent bidder, Hard Rock Concrete, Inc of Westland, Michigan, in the amount of \$965,402.71, and

IT IS FURTHER RESOLVED, the City Manager and the City Clerk be authorized to execute the contract on behalf of the City.

Prepared by: Dayton Emerson, Civil Engineer I  
 Reviewed by: James Cubera, P.E., City Engineer  
 Department Authorization: Jacob Rushlow, P.E., Director of Public Services  
 Approved by: Gary Mekjian, P.E., City Manager



# City of Farmington Hills Sinacola Court Concrete Road Reconstruction



Legend

 Road Reconstruction

**MINUTES  
CITY OF FARMINGTON HILLS  
FARMINGTON HILLS CITY COUNCIL  
CITY HALL – COMMUNITY ROOM  
FEBRUARY 10, 2025 – 6:00PM**

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

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

Council Members Absent: None

Others Present: City Manager Mekjian, Assistant City Manager Mondora, City Clerk Lindahl, Directors Aranowski, Kettler-Schmult, Rushlow, and Schnackel, and City Attorney Morita

**DISCUSSION ON THE USE OF CITY FACILITIES POLICY AMENDMENTS REGARDING CITY HALL ROOM RENTALS AND SIGNATURE GATHERING**

**City Facility Policy Amendment – City Hall Room Rentals**

City Clerk Lindahl provided an overview of the discussion from the December 9, 2024 study session regarding limiting the use of City Hall rooms for outside groups. At that time, it seemed like there was consensus to move forward with some restrictions, and draft revisions of *Use of City Facilities Policy* was included in tonight’s packet.

- Alternative meeting spaces were identified, including the Spicer House (undergoing renovations), Fire Station 5 Headquarters (also set for renovations), and two newly available meeting rooms on the third floor of the Hawk. These rooms have an estimated capacity of 35 to 50 people.
- The John Grant Community Center was not included in the list of replacement facilities because there is no evening staff there.
- The City had also explored recommending library meeting rooms, which are now more easily accessible through the library’s online scheduling system, and which are also free.
- Impacted groups, such as homeowners associations and political organizations, will be contacted to discuss scheduling options and receive assistance with finding alternative locations.
- The primary concern is that City Hall is often left open and unstaffed for extended periods while outside groups use City Hall facilities.

In response to questions, Clerk Lindahl confirmed that groups from both major political parties currently use meeting space in City Hall. Assistant City Manager Mondora also explained that while fire stations, such as Fire Station 4, can accommodate meetings, they may be unstaffed if crews are dispatched on emergency calls. Fire Station 5 is more consistently staffed and available for evening meetings.

**Security Concerns for Night Meetings at City Hall**

Mayor Pro Tem Dwyer raised concerns about security at City Hall during evening meetings, when the building is open to anyone for extended periods of time when a group is using City Hall to meet, often without any staff present. Even when staff is present, they are active in the meeting, and no one is patrolling the building. He strongly recommended limiting night meetings at City Hall as much as

possible and ensuring that when meetings such as Planning Commission or Zoning Board of Appeals do occur, a law enforcement presence, such as an on-duty officer or police cadet, patrols the hallways.

Council discussion focused on limiting night meetings at City Hall to those official boards and commissions appointed by Council, and who had city staff present at their meetings, versus the importance of keeping City Hall available for other community groups.

Council pointed out that while the building needs to be protected, it is a taxpayer-funded facility used by various groups, including homeowners associations. Council expressed concern about overly restricting public access to a building that was specifically designed to serve the community. Also, the Spicer House was difficult for seniors and individuals with disabilities to access, particularly in winter.

Consensus appeared to support scheduling on duty police or police cadets to patrol the halls during night meetings. Live feed City Hall camera monitoring at the police station was also noted.

#### City Manager and Clerk Input

City Manager Mekjian assured Council that official boards and commissions would continue to have access to City Hall. The proposed policy changes primarily affect groups that do not have staff present.

Clerk Lindahl underscored security concerns, particularly with election-related materials stored in City Hall and the new rules regarding early voting. She explained that her staff often works late hours, and the presence of unsupervised groups in the building can be unsettling. Again, the City will assist affected groups in finding alternative meeting spaces.

Mekjian and Lindahl further highlighted issues with non-City groups using City Hall's technology, noting that frequent incidents of damage and improper use lead to costly repairs.

#### **Security and Alternative Meeting Locations**

- Council Member Bridges pointed out that some commissions already meet outside City Hall, including the Council on Aging at the Costick Center and the Economic Development Corporation at the John Grant Community Center. Some of these groups do not require advanced technology.
- Council Member Aldred supported the proposed policy, stating it is reasonable given the increased number of election-related events requiring City Hall's use and that other free community spaces are available.
- Council Member Knol reiterated that she supports the proposal as long as boards and commissions continue to have access to City Hall for meetings.
- Council Member Boleware supported the proposed changes, noting that groups not affiliated with City Council would still have access to taxpayer-funded facilities such as The Hawk, Spicer House, and fire stations. She expressed concern about the overall security of City Hall, particularly regarding the artwork displayed in the hallways. While the City may have insurance coverage, stronger precautions should be considered to prevent theft or damage.
- Council Member Boleware also stressed the importance of ensuring that any alternative meeting spaces are appropriate and accessible for the groups using them. Council Chambers accommodates a significant number of attendees, particularly during political forums hosted by homeowners' associations. Her subdivision has held meetings on the third floor of The Hawk and found the third

floor rooms difficult to navigate and suggested exploring options to make lower-level spaces at The Hawk available for those who may need them.

- Council Member Bruce confirmed that there were security cameras in the halls at City Hall.
- City Manager Mekjian stated that if Council desired a police officer or cadet presence at board and commission meetings, it could be arranged, but consideration for this would need to be included in budget discussions.

Mayor Rich noted that there appeared to be general agreement to keep City Hall open for official boards and commissions while exploring additional security measures, which would be addressed during budget discussions. Other affected organizations could be notified about alternative taxpayer-funded locations available for their meetings.

### **Discussion on Petition Signature Gathering at Heritage Park**

#### Designated Signature Gathering Area at the Amphitheater

Clerk Lindahl explained that the City has identified a suitable area for people gathering signatures for ballot initiatives or candidates at Heritage Park when events are going on at the amphitheater. The space set aside for signature gathering is in a high-traffic area near the amphitheater, where people frequently enter and exit. Concerns had been raised regarding signature gathering activities during marijuana establishment petition efforts, when signature gatherers would walk among people who were at the amphitheater to attend a concert or other event. Since the amphitheater is considered a “designated use” area during such events, the proposal is for signature gatherers to be directed to an appropriate accessible location to minimize event disruptions while still allowing signature gathering.

Clerk Lindahl clarified that the city does not plan to physically mark off the assigned signature gathering area. However, if a park ranger receives a complaint from a resident or community member, they will be able to direct signature gatherers to the appropriate location. The proposed guidelines, including this specified signature gathering area, are detailed on page 27 of the draft amendment to *Use of City Facilities Policy*.

#### Clarification on Signature Gathering Rules

Mayor Rich confirmed that the discussion was focused only on Heritage Park and the amphitheater, not citywide signature gathering rules.

In response to questions, Clerk Lindahl clarified that:

- Signature gatherers would continue to be allowed in Heritage Park but during “designated use” events would not be allowed in the area where people were sitting to enjoy the event.
- Heritage Park remains a traditional public forum where signature gathering is generally allowed, except in areas reserved for designated uses like sports fields, the splash pad, and reservation-based picnic shelters and areas for programmed events (camp-out, fry and fry, amphitheater, etc.)

#### Balancing Free Speech and Public Use

- Council Member Dwyer stressed that the city could maintain the status quo without violating free speech rights. The intent is to balance public privacy, ensuring families attending concerts or picnics were not disrupted while still allowing signature gatherers to do their work.
- Council Member Bruce noted that both the ACLU and City Attorney Joppich confirmed that the proposed policy does not violate First Amendment rights. However, he also expressed concern

about broader signature gathering restrictions in the city, particularly near certain city buildings where signature gatherers are forced to stand on the road rather than on private walkways closer to entrances. He suggested that if aggressive signature gathering becomes an issue, enforcement mechanisms similar to those used for panhandling in traffic could be explored. Most signature gatherers are respectful and do not wish to alienate the public by being overly aggressive. While he supported the current proposal in terms of designated use events at Heritage Park, he expressed interest in revisiting and potentially expanding signature gathering rights across the city in the future.

- Council Member Knol also expressed concern that the restrictions on signature gathering at city buildings, particularly City Hall and the Costick Center, were too strict. She supported allowing signature gatherers to stand near entrances to engage with individuals entering and exiting city buildings. She also requested a clearer definition of the amphitheater's boundaries to ensure signature gatherers could position themselves effectively between the parking lot and the hill where people walk to events.

Special Services Director Schnackel explained that the designated signature gathering area was chosen based on heavy foot traffic patterns, allowing signature gatherers to approach attendees without obstructing movement or interfering with performances.

City Manager Mekjian reiterated that the goal was to provide a clearly visible location for signature gatherers that aligned with pedestrian movement. He confirmed that while signature gatherers were free to move within permitted areas, they should not be in roadways or parking lots due to safety concerns.

- Council Member Boleware noted that collecting signatures can be challenging due to already existing restrictions, something council members have personally experienced. She emphasized the need for clearer boundaries defining where signature gatherers are permitted and suggested that the city should reassess all signature gathering restrictions, as she believed they were currently too restrictive.
- City Attorney Morita clarified that signatures could be collected in public areas, such as sidewalks, as long as the activity was not obstructing traffic or creating safety hazards. Also, nothing in the city's policy prevented signature gathering in the amphitheater area when no event was occurring.
- Council Member Aldred did not see any significant issues with the current signature gathering process. However, if the change was made, the boundaries of the amphitheater need to be more clearly defined. While he understood the intent behind establishing a designated space, he expressed skepticism about its effectiveness. He pointed out that signature gatherers tend to move naturally to high-traffic areas, and simply designating a specific spot may not necessarily enhance their ability to gather signatures. If the goal is to create a more practical signature gathering space, he suggested that the city reconsider whether the proposed approach would accomplish that objective.
- Council Member Bridges inquired whether City Attorney Joppich had reviewed the proposed restrictions and whether they aligned with state guidelines. Attorney Morita confirmed that Mr. Joppich had addressed the matter in a previous legal memo and had not identified any legal concerns.



Legal and policy considerations related to signature gathering access at City Hall

Council Member Knol noted that three council members had expressed interest in making signature gathering policies less restrictive. She proposed directing city administration and the city attorney to draft less restrictive revisions, starting with allowing signature gathering near the entrances at City Hall. Security concerns were minimal, as police were stationed nearby, cameras were already in place, and increased law enforcement presence was under discussion for certain meetings.

City Manager Mekjian emphasized that the issue of signature gathering is fundamentally a First Amendment free speech matter, not a singular policy issue. Expanding signature gathering access could open the city to broader demonstrations, relative to potentially controversial topics such as abortion rights, capital punishment, or international political causes.

City Attorney Morita supported this view, noting that the city's existing signature gathering restrictions have been in place since the 1990s for reasons related to safety, operational efficiency, and fairness. She explained that allowing signature gathering in certain areas would require the city to permit all forms of free speech in those spaces, which could lead to unintended consequences. There has to be a rule that says no to everyone, or the City has to be prepared to let everybody come in close to the building to do what they want.

Council Member Aldred acknowledged the legal complexities of expanding signature gathering rights, particularly at facilities like The Hawk, where children are frequently present. He noted that allowing signature gathering there could create enforcement challenges, as all political speech would need to be accommodated. He expressed some openness to loosening restrictions at City Hall, given its role as a government building, but remained cautious about the broader implications.

Council Member Bruce suggested reviewing how other cities regulate signature gathering at public facilities. He supported allowing signature gathering on all issues, even controversial ones, as a fundamental free speech right. While he may not always agree with each cause, he strongly believed in the right to gather signatures. He noted that most signature gatherers are respectful, with aggressive behavior being rare and manageable. He advocated for designated signature gathering areas at City Hall, the Costick Center, and possibly other facilities, allowing signature gatherers to engage with the public near entrances. Although the ACLU affirmed the city's current policies as legally sound, he found them overly restrictive. He urged expanding signature gathering opportunities, particularly at City Hall, to give residents better access to the process.

Mayor Rich reminded Council that expanding signature gathering rights at City Hall or other locations would encompass all forms of First Amendment activity, including protests and demonstrations.

Council Member Bridges also inquired whether other cities had similar policies. City Manager Mekjian responded that the city's current approach is consistent with other municipalities but if Council so directed, a broader review could be conducted.

Mayor Rich confirmed with Council that they generally supported the proposed amendment regarding gathering signatures at Heritage Park relative to "dedicated uses" such as concerts and other events at the amphitheater and she suggested that the rest of the discussion be tabled to a future study session item regarding free speech.

**DISCUSSION ON PLANNED UNIT DEVELOPMENT 2, 2024 INCLUDING SITE PLAN 56-8-2024, MULBERRY PARK AND THE TABERNACLE MULTI-FAMILY HOUSING, LOCATED ON 13 MILE ROAD, WEST OF MIDDLEBELT ROAD**

Director of Planning and Community Development Kettler-Schmult gave the background to this discussion item, noting that the last discussion on this item took place during the January 13, 2025 regular Council meeting, which included a public hearing, following which Council and staff provided feedback. The Schafer development team has returned with a presentation outlining proposed improvements, and they are seeking Council's reaction this evening as to whether they are moving in the right direction.

The project remains scheduled for a public hearing on March 3. After Council provides feedback during this meeting, the developers can choose to submit their revised plans for formal staff review.

Members of the development team present this evening included Aaron, Spencer, and Stephen Schafer, who presented revisions relative to the following topics:

- **Reduced Density**
  - The number of units has been reduced from 76 to 69 with room count adjustments leading to an overall decrease of 25 to 35 rooms across the project, and a density reduction from 6.3 to 5.5 units per acre (12.2% reduction), with room counts decreasing to 18–19.5 rooms per acre (9.3% reduction).
  - Schafer Development conducted an analysis of residential density along the south side of 13 Mile Road between Orchard Lake and Middlebelt:
    - Glen Oaks: 21 rooms per acre, 5.3 units per acre.
    - Cove Creek: 17 rooms per acre, 4.2 units per acre.
    - Proposed Mulberry Park Plan: Falls between Glen Oaks and Cove Creek at 18–19.5 rooms per acre.
  - The developers emphasized that the revised plan creates a balanced density transition in the area.
- **Traffic Flow/Safety**
  - Baptist Manor will remove the first duplex unit to create a new entrance at the Detroit Baptist Drive/13 Mile Road signalized intersection. There will also be a secondary entrance on 13 Mile Road east of Westgate Drive, aligning with engineering recommendations.
  - The plan maintains flexibility to comply with engineering and fire code requirements, ensuring adequate access points.
  - The curved roadway connecting to Baptist Manor will result in removing four older duplex units, with Baptist Manor committed to relocating affected residents within its campus.
  - The project maintains two access points to meet International Fire Code standards.
- **Deep Buffering**
  - Building setbacks along the southern property line have increased by 11 to 16 feet, creating a total buffer of 83 to 86 feet, exceeding the original 75-foot buffer request.
  - The revised plan approximately doubles the eastern stormwater basin and potentially completely eliminates the western stormwater basin, thereby increasing open space.

- **Visual Impact**

- The unit configurations to the south have been modified to better match the surrounding neighborhood, shifting from four-, five-, and six-unit structures to primarily three- and four-unit buildings to reduce visual impact on adjacent residential properties.

- **Walkability**

- The revised plan includes sidewalks on both sides of the roadway and along the south side of the main thoroughfare connecting the development to Detroit Baptist.
- The 13 Mile Road sidewalk will be reconstructed, as the existing sidewalk is unsafe due to its close proximity to the roadway. The new design will include a buffer to accommodate future expansion and improve pedestrian safety.
- Regarding landscaping enhancements:
  - The developers will enhance landscaping rather than request a waiver for reduced tree planting.
  - The revised plan adds significant new plantings along the PUD frontage and Baptist Manor's property, particularly along the 13 Mile corridor.
- Placemaking enhancements include:
  - A designated space for public art along the 13 Mile Road frontage.
  - A walking trail for community wellness, with additional features such as a butterfly or pollinator garden or a rain garden for ecological sustainability. This space may expand further if the western stormwater basin is removed.
  - Eastern overlook – a passive amenity area, possibly including a pergola or seating area, overlooking the basin and the wildlife corridor/tree preservation area at the southern property line.

### **Council feedback**

In response to questions, Director Kettler-Schmult provided the following information:

- Revisions to this plan have been ongoing since the January 13, 2025 City Council meeting. Once a final plan is submitted, updated staff and planner's reviews will be prepared. The primary items brought out in the January 13 meeting have been addressed.
- The area is zoned RA-1, a low-density residential designation. The newly adopted master plan introduces a "flex zoning" category intended to allow for varied land uses and increased development flexibility including increased density in some cases. However, the master plan has not been fully implemented, and specific definitions and guidelines for flex zoning have not yet been adopted. The proposed density aligns more closely to RC-3 or RC-1 zoning.

Aaron Schafer pointed out that the revised plan presented this evening proposes 35 to 55 fewer rooms than what RC-1 zoning permits, reflecting a reduction in density.

- Council Member Knol acknowledged the proposed connection to Baptist Manor, allowing residents access to a signalized entrance, and asked whether the eastern entrance would be gated for emergency use only, directing all traffic to the light.

Aaron Schafer responded that discussions with engineering are ongoing, and recent conversations had focused on restricting turn movements at the eastern entrance. Installing a breakaway gate

might not be feasible due to separation distances. The fire marshal has approved the current entrance designs, pending engineering approval, and options like a right-in, right-out configuration are under consideration.

In response to further questions, Aaron Schafer said that:

- They had shared the revised plan with the Westgate Homeowners Association who were receptive to the changes. The developers were hoping to schedule a meeting with the Holly Hill Farms HOA within the next week or two.
  - An updated traffic study was being prepared, and the developers would submit it as soon as possible.
  - A comprehensive stormwater management plan will address concerns about potential drainage and flooding issues affecting neighboring properties, in that all runoff from the southern units, particularly near the natural foliage, will be directed northward into designated basins, eventually connecting to the 13-mile stormwater outlet. This aligns with recommendations from the engineering department, which suggested that roof runoff be channeled into the stormwater system, while other surface runoff should infiltrate the ground at a controlled, agricultural rate. By preserving existing vegetation and minimizing land disturbance, the plan will enhance natural infiltration and reduce the need for additional infrastructure. Schafer Development has engaged with individual residents to identify specific areas of concern and is committed to addressing these issues proactively. Overall, this strategy is expected to significantly improve current drainage conditions experienced by neighboring properties.
- Council Member Boleware advocated for the inclusion of adult playgrounds in the design, particularly near the proposed pergola.
  - Several council members expressed appreciation for the detailed responses to concerns raised at the January 13 meeting and also for the continued interaction with nearby residents.

City Manager Mekjian emphasized the importance of submitting the traffic impact study as soon as possible. He noted that as a best management practice, the recommendation is always to line up driver approaches across major roads to minimize traffic impacts/accidents as much as possible. The geometrics that were shown tonight in the revised plan were not good geometrics in terms of traffic safety.

Mayor Rich reiterated that the March 3rd meeting is scheduled as planned. At that time, Council will decide whether to approve, deny, or defer the proposal based on the information and revisions presented.

#### **ADJOURNMENT**

The Study Session meeting was adjourned at 7:22pm.

Respectfully submitted,

Carly Lindahl, City Clerk

MINUTES  
CITY OF FARMINGTON HILLS  
CITY COUNCIL MEETING  
CITY HALL – COUNCIL CHAMBER  
FEBRUARY 10, 2025 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 7:34PM.

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

Council Members Absent: None

Others Present: City Manager Mekjian; Assistant City Manager Mondora; City Clerk Lindahl; Directors Aranowski, Kettler-Schmult, Rushlow, Schnackel and Skrobola and City Attorney Morita

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Avery Hill.

**APPROVAL OF REGULAR SESSION MEETING AGENDA**

MOTION by Bridges, support by Boleware, to approve the agenda as published.

MOTION CARRIED 7-0.

**PROCLAMATION RECOGNIZING FEBRUARY 6, 2025 AS OPTIMIST DAY**

The following proclamation was read by Council Member Dwyer, a 40 year member of the Optimist Club, and accepted by the President of the Optimist Club of Farmington and Farmington Hills, Don Munter. Council Member Bruce is also a member of the Optimist Club.

**PROCLAMATION  
In Recognition of Optimist Day  
Feb. 6, 2025**

**WHEREAS,** Optimist International is a worldwide organization of people committed to optimism and self-development for the improvement of youth and community; and,

**WHEREAS,** Optimist Day is recognized and celebrated annually on the first Thursday of February to recognize local Optimist organizations, celebrate their contributions to the community and encourage citizens to do something that brings out optimism in themselves or others; and,

**WHEREAS,** the Optimist Club of Farmington & Farmington Hills has been a vital part of the community for more than 40 years; and,

**WHEREAS,** this voluntary organization of civic-minded men and women is dedicated to community service, making a difference in the lives of others and working with young people to help them reach their potential to make their dreams come true; and,

**WHEREAS,** the membership of the Optimist Club of Farmington & Farmington Hills is composed of individuals from business, industry, government, and other professions, who use their talent and skills to contribute to the community in which they and their families draw daily benefits; and,

**WHEREAS,** there are 2,500 Optimist Clubs in Optimist International, with more than 70,000 members worldwide who are contributing to their respective communities and encouraging a greater exchange of ideas between young people and adults.

**NOW, THEREFORE,** I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby recognize the **Optimist Club of Farmington & Farmington Hills** and call upon our citizens, public and private institutions, businesses, and schools to thank the local Optimist Club and honor this vital organization that is committed to the improvement of youth and community.

Don Munter, President of the Optimist Club of Farmington and Farmington Hills, made comments about the local Optimist Club, which has 50 members, and whose mission is to serve children. The Optimist Club is the largest organization in the world that is strictly devoted to improving the lives of children.

**PROCLAMATION HONORING AVERY HILL, MISS MICHIGAN COLLEGIATE AMERICA 2025**

The following proclamation was read by Council Member Bridges and accepted by Avery Hill:

**PROCLAMATION**  
**Recognizing Avery Hill**  
***Miss Michigan Collegiate America 2025***  
**Feb. 10, 2025**

**WHEREAS,** the Miss Collegiate America Pageant provides personal and professional opportunities for women enrolled in a university, trade school or continuing education program, allowing them to compete in a pageant with high moral values, grow leadership skills, earn scholarships and more; and,

**WHEREAS,** Avery Hill, a long-time resident of the City of Farmington Hills, was crowned Miss Michigan Collegiate America 2025 at the state pageant in Dearborn, Michigan, in January 2025, bringing pride to the Farmington Hills community; and,

**WHEREAS,** Avery, an alumna of Farmington Public Schools and a first-year student in the Culinary Arts program at Schoolcraft College, has demonstrated exceptional dedication to her education and community; and,

**WHEREAS,** Avery plans to use her platform to advocate for greater awareness of B.R.A.V.E. – Building Respect and Values for Everyone – the official national platform and anti-bullying campaign of the Miss Jr. High, High School and Collegiate America Organization, which promotes building respect and

values through presentations to school-aged children and their parents to create awareness and promote a bully-free and safe environment; and,

**WHEREAS,** Avery exemplifies courage and resilience by working to raise awareness for Tourette syndrome, a nervous system condition with which she was diagnosed during her freshman year of high school; and,

**WHEREAS,** Avery will represent the Farmington Hills community in Little Rock, Arkansas, when she competes in the national Miss Collegiate America Pageant.

**NOW, THEREFORE,** I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby honor Avery Hill for embodying the joy, optimism and resilience that are characteristic of the Farmington Hills community, and wish her luck at the national Miss Collegiate America Pageant and in all her future endeavors.

Ms. Hills thanked Council for the proclamation and thanked the City of Farmington Hills for their support.

**PROCLAMATION RECOGNIZING FEBRUARY 2025 AS BLACK HISTORY MONTH**

The following proclamation was read by Council Member Aldred and accepted by Teresa and Darwin Walker:

**PROCLAMATION  
Black History Month  
February 2025**

**WHEREAS,** the City of Farmington Hills takes pride in recognizing February 2025 as Black History Month, celebrating the many notable contributions that African Americans have made to our community, our country and our world; and,

**WHEREAS,** we applaud the vast cultural, economic, political, and social contributions made by people of African ancestry who helped build this great nation and we honor their valuable contributions to professional fields, including education, law, government, science, business, sports and the arts, and their brave service in the United States Armed Forces; and,

**WHEREAS,** we embrace the multicultural diversity of people of color in Farmington Hills, and express gratitude for how their influence enriches the history and culture of our City to unite and sustain us as a community; and,

**WHEREAS,** we uplift our African American community leaders, business owners and professionals, and promote the Black community as part of the rich tapestry of our whole inclusive Farmington Hills community; and,

**WHEREAS,** we join others in recognizing and rooting out systemic racism, health and wealth disparities, and other inequities in our community so that all Black people and other people of color feel welcomed, valued and celebrated.

**NOW, THEREFORE**, I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim February 2025 as **Black History Month** in Farmington Hills and call upon our citizens, public and private institutions, businesses and schools to honor the history and achievements of Black Americans, and reflect upon efforts needed to create a world that is more just, equitable and prosperous for all people.

The resolution was accepted by Theresa and Darwin Walker, local residents and business owners of The Eleven11 Event Studio at the Merchants Marketplace Shopping Center at 12 Mile and Middlebelt. Mayor Rich said that shortly after joining the local business landscape, the Walkers became active with the Education Foundation for Farmington Public Schools. Their contributions as both business owners and residents are exemplary. Mr. Walker expressed gratitude to the Mayor and City Council for the opportunity to accept the Proclamation. He acknowledged the significance of Black History Month and the sacrifices made by those who paved the way for their opportunities. He emphasized their commitment to setting a positive example, not only as a Black-owned business but as a model of good business practice within the City. Ms. Walker welcomed residents to visit the Eleven11 Event Studio.

#### **ANNOUNCEMENTS/PRESENTATIONS FROM CITY BOARDS, COMMISSIONS AND PUBLIC OFFICIALS**

##### **REPORT FROM THE FARMINGTON AREA COMMISSION ON AGING**

Referencing the January 28, 2024 memorandum, *Results of Listening Sessions on the Future of the Costick Center*, Commission on Aging members Dr. Katherine Marshall and Julieene Villani highlighted the following points:

- The Listening Sessions were requested by residents participating in activities at the Costick Center.
- The sessions only involved the Commission on Aging. City Council was not part of the sessions.
- There were over 200 attendees at two listening sessions on December 3.
- 83% of attendees used the Costick Center more than three times a week, with some participants structuring their lives around their Costick Center participation.
- Participants were opposed to the Costick Center being eliminated and moved to The Hawk. Concerns included the traffic in the 12 Mile and Orchard Lake area, lack of parking at The Hawk, and young children running through the handicapped parking spaces. Some participants felt that the pool at The Hawk was too small and would not facilitate the exercise classes that are held at the Costick Center. They also felt that activities were more expensive at The Hawk.
- Participants also raised concerns about the Costick Center, including that the gym needed to be bigger, and that more space was needed for programs.
- Meals on Wheels used the Costick Center to prepare meals five days a week. The Costick Center needed a bigger kitchen, but The Hawk would not be able to provide food prep.
- The Costick Center needed bigger and better locker rooms, with changing chairs for older people.
- Participants stressed the importance of exercise and community for seniors.

Dr. Marshall asked Council members to come to the Costick Center and experience it. She stressed the importance of making thoughtful, informed decisions that affected the many senior residents of the City. While the seniors themselves recognized the challenges of the Costick Center, The Hawk is not an option that will meet the needs of this population.



Council Member Bridges, liaison to the Commission on Aging, stated that Council is fully aware of the community's concerns, and the data from the recent listening sessions will be valuable in informing Council's decisions. He acknowledged the growing senior population in Farmington Hills. Many seniors prefer to remain in the Farmington Hills community rather than relocate.

Council Member Bridges emphasized that the Council faces a decision that must balance fiscal responsibility with the critical priority of enhancing the quality of life for seniors.

Council Member Bruce said he had been going to the Costick Center for 40 years and knows the facility is deteriorating beyond the point where maintenance and repairs can be cost-effective. He also understands The Hawk facility is not ideal, and speaking as one person on Council, he believes the best course of action is to finance a new senior facility through a 20-year bond, in order to construct a senior center that will last for 50-70 years.

Council Member Boleware spoke of her participation in water aerobics at the Costick Center.

Mayor Rich thanked the Commission on Aging and noted that she was at the Costick Center at least once a month for lunch and participation in activities there.

#### **CORRESPONDENCE**

There was no correspondence received.

#### **CONSENT AGENDA**

Council Member Bruce requested clarification on Item 18, which concerned the approval of \$57,000 for developing a mission, vision, and values statement. City Manager Mekjian explained that one of Council's goals from the previous year was to establish a comprehensive set of guiding principles for both the City Council and the entire organization. This process involves creating a mission statement, vision, values, and organizational goals, ensuring they are integrated across all departments. Simultaneously, a strategic plan will be developed from the ground up, enabling each department to align with the City's overarching objectives.

Council Member Bruce also requested clarification on Item 21, which concerned the approval of a contract for Audio and Visual Theatre Technology Services, to provide services for music productions at The Hawk Mainstage and Blackbox Theatre. City Manager Mekjian explained that because of the loss of staff for these part-time positions, the positions will be filled by a contractor until the positions – currently posted on the city's HR website – can once again be filled.

MOTION by Bridges, support by Knol to approve the consent agenda items as read by Mayor Pro Tem Dwyer.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**CONSENT AGENDA ITEMS FOR DISCUSSION**

There were no items removed for discussion.

**COUNCIL MEMBERS' COMMENTS AND ANNOUNCEMENTS**

- Council Member Aldred noted that the Citizens Police Academy will start on April 1. The Academy is a free, weekly, 10-week program from the Police Department that teaches different aspects of law enforcement.
- Council Member Aldred expressed optimism for a long-term solution to challenges at the Costick Center that meet the needs of seniors in the community.
- Council Member Boleware read the following statement:

“This is very personal to me. Over the past few weeks, I've been asked several questions about my stance on DEI. As a member of this Council, and African and Native American by descent, I welcome and embrace the philosophy behind DEI.

In this city, with over 82,000 residents who speak more than 60 languages – it is the most diverse city in Oakland County – I respect the diversity of those who live here and also those who work here and play here. I recognize that many times we're faced with something we don't understand or embrace, and it can be uncomfortable, but if we want to be the best city, we need policies and programs that are not only consistent with state and federal anti-discrimination laws, but we need those policies and programs that foster an environment where everyone has the opportunity to succeed, especially in the most diverse city in Oakland County, and that foundation is DEI.

DEI stands for diversity, and that includes gender, ethnicity, sexual orientation, disability, age, culture, class, religion, and opinion. Equity, which is the “E” part of DEI, is a concept of fairness and justice. Inclusion. The “I” is where we all feel that our voices are heard.

It's an organizational framework. It's systematic and well thought out that seeks to promote the fair treatment and full participation of all people. It's been going on for years under different names, but what DEI is not, it's not a code word for Black people.

In fact, the U.S. Department of Labor reported that Black folks benefited the least from DEI initiatives. The number one recipient of DEI initiatives, according to the Department of Labor, are white women, followed by ethnic minorities, and that's Latinos and Hispanics, Asian Americans, individuals with disabilities, veterans, LGBTQ+, and then last place are African Americans.

Now, you can't hire a person based on race to meet a diversity goal. That's illegal, but you can make an effort to increase diversity in the workplace through hiring initiatives and sending messages that the workplace should be fair and open to everyone. For example, when recruiting, you could cast a wide net to give a more diverse pool of applicants or provide a more diverse pool of contractors, but such applicants must be qualified for the positions, and a contractor must meet all the bid

requirements and be cost competitive. It does not mean hiring an underqualified person for a job just because they're a person of color. Everyone has to meet their job qualifications.

Now, most folks believe that DEI initiatives are a good thing. According to the Pew Research Center, which is a nonpartisan, non-advocacy think tank that informs the public about issues, attitudes, and trends shaping the world, on May 17, 2023 the Pew Center issued a report that states the majority of Americans, 53%, support DEI.

There is value in DEI. I checked with several of my HR friends, who are directors here in Michigan, including some from Ford Motor Company, General Motors, Visteon, and Blue Cross and Blue Shield. I ran by them a couple of initiatives, and I asked them, did they consider these DEI initiatives? And they all said yes. Some of these things include ramps and sidewalk curb cuts so that people in wheelchairs can traverse the city and its sidewalks. Subtitles and captions for the hearing impaired or the visual impaired. Changing tables in men's restrooms so they can change their baby's diapers. Breastfeeding pumping stations and accommodations for those women who go back to work early and want to continue breastfeeding their child. Floating paid holidays, pay equity and transparency. Parental leave, time and pay. Coming back to a job after childbirth. Not having to accept workplace harassment. Work accommodations for a variety of disabilities. Flexible work arrangements. Size inclusive chairs and beds and medical facilities. Belt extenders on planes. Various food options. I appreciate that as a vegetarian and sometimes vegan. Wellness programs and incentives. More relaxed and inclusive dress codes. Rooms to pray and meditate at work and other public places. Large print materials for those who have visual problems. Multiple religious options at hospitals. Public transit accommodations.

So, what is DEI about? It's about who's in the room, who's trying to get in the room but can't, and whoever's in the room that they are heard.

Now for that business owner here in Farmington Hills who reached out to me to let me know that they're closing their business after five years of success because they feel they're being targeted in the current climate. I want you to know, business owner, that all residents and business owners should feel safe in this city, and I'll do whatever I can to ensure your safety. And to Emily who reached out to me via email, I will do everything within my authority to assure that my constituents are protected and treated fairly. Now to every Farmington Hills resident, whether you're white, black, brown, whether you practice Christianity, Judaism, Islam, Hinduism, or Buddhism, or if you face physical or mental challenges or gender intimidation or harassment, it is my promise and my commitment to ensure that everyone feels welcome, protected, and heard.

That I promise.”

- Council Member Bridges agreed with Council Member Boleware's excellent comments on DEI.
- Council Member Bruce announced that starting March 1 at 10:00am, he would be hosting “Brews with Bruce” coffee hours at Panera Bread at 12 Mile and Halsted for residents to stop by and talk about city issues.
- Mayor Rich announced that the monthly “Walk the Hawk” event will be held tomorrow, February 11, on the third floor at The Hawk. The March date had been changed to March 3.

- Mayor Rich announced that the 2nd Annual Farmington Hills free “I Do Still” vow renewal event will be held at Longacre House at 2:30pm on February 14. Registration by February 12 is required.
- Mayor Rich congratulated Farmington Hill resident Nomi Joyrich who was recognized as a Democracy Warrior.
- Mayor Rich recognized that Farmington Hills native Samantha Lalonde would be participating in the 53rd Iditarod.
- Mayor Rich reported on a special joint study meeting with the City of Farmington and the Farmington School District. Recommendations included sending students to legislative conferences to interact with other leaders; this will be part of the budget conversation, specifically to potentially use the fees charged for the Mayor to perform local weddings to fund such an initiative.

### **CITY MANAGER UPDATE**

City Manager Mekjian announced the completion of the city-wide zoning Master Plan. Additional focus was being placed on specific corridors within the city, particularly the 12 Mile Road Corridor and the Orchard Lake Road Corridor. Residents are asked to provide comments and input regarding the corridors by completing a short survey on the City’s website. A study for the Grand River Corridor will be completed in the not-too-distant future.

In anticipation of upcoming winter storms, City Manager Mekjian reminded residents that the Public Services Department focuses on clearing snow on major city-owned roads first. The winter maintenance plan states that the City will only clear snow on neighborhood streets if there is 4” or more of snow after clearing snow on the major roads. If there is more than 4” of snow, the City’s goal is to clear neighborhood streets within 48 hours. Residents are asked to remove vehicles from neighborhood streets in anticipation of snow removal. There was currently no planned delay in rubbish pickup. Residents were asked not to push snow into the road. The Public Services website had a plowing progress map.

The recruitment team for a new police chief interviewed the top five candidates. The City Manager, the Assistant City Manager, and the HR Director will interview the top two candidates and make a recommendation to Council. Section 502 granted the City Manager authority to appoint department directors, subject to Council approval. The administrative team is committed to a thorough and transparent recruitment process to ensure that the best candidate for the community is selected. Concerns or questions about the process are welcome.

### **PUBLIC HEARING**

#### **PUBLIC HEARING AND CONSIDERATION OF AMENDMENT TO PLANNED UNIT DEVELOPMENT 2, 2021, INCLUDING REVISED SITE PLAN 59-5-2022, LOCATED AT 27400 TWELVE MILE ROAD. CMR 2-25-11**

Director of Planning and Community Development Kettler-Schmult introduced the application to amend Planned Unit Development 2, 2021, including Revised Site Plan 59-5-2022. The development has transitioned from a 100 bed skilled nursing facility and townhouses to 75 detached unit condominiums. On December 19, 2024, the Planning Commission recommended approval of the amendment by a 7-0 vote.

Planning Consultant Bahm, Giffels Webster, referenced her November 13, 2024 report and made the following points:

- The original PUD called for a 100-bed skilled nursing facility and 51 ranch homes on the northern portion of the site.
- The amended PUD calls for 75 detached ranch homes and four individual lots on 12 Mile Road.
- The site and the property to the north are zoned RA-1B.
- The site is about 35 acres, with about 11.5 acres being preserved as natural features preservation.
- The four lot splits on 12 Mile Road meet the required lot area but are less than the 140-ft required lot width at 111-ft.
- There is a historic chapel on site.
- This is a challenging site to develop, due to its topography and water flow/drainage issues, making the site a good candidate for a PUD.

Requested zoning deviations include:

- Construction of site-built one-family detached dwelling units at the requested density of 75 units, or a density of 4.4 units per acre. Standards under the RA-1B district are 1.7 units per acre.
- 30' exterior side yard setback along Cheswick Drive.
- No installation of western buffer plantings.
- 111' lot width where 140' is required.

Council Member Bridges noted that previous developer Optalis had found the water table issues on the site very difficult to overcome. He stressed the importance of water table issues being addressed.

Tim Loughrin, Robertson Brothers Homes, 6905 Telegraph Rd, explained that they had acquired Optalis' interest in the property, making them the sole developer. The property was still owned by Evangelical Homes.

Mr. Loughrin reviewed the prior approved PUD plans for this site; this would be the second major amendment to the PUD plan. There had been a number of starts and stops to this project, some related to former partner Optalis and some related to infrastructure, including a new lift station on 12 Mile Rd being built by the city.

Mr. Loughrin highlighted the following:

- The cornerstone of the amendment was the existing chapel building. The developer proposed saving the chapel and developing it as an amenity. The chapel would be a community gathering area and a focal point for the community at the boulevard entrance off of Inkster Rd. The chapel plans had received HDC (Historic District Commission) approval.
- The proposed condominiums were ~2,000sf, with two designs that were actually quite similar. The single-level design with first floor master bedrooms was successful in other communities and was lacking in Farmington Hills.
- There would be green screening along Inkster Road. The developer had also coordinated screening with neighborhood representatives.
- The developer did not propose connecting to Cheswick, but instead proposed planting 10 trees up to 12' high in the right-of-way on Cheswick to replace trees that over time have died. The applicants were requesting that planting trees along Cheswick could be considered "in lieu of" some of the trees that will not be planted along the western buffer.

- The existing buildings are in disrepair. Demolition is planned for this year, with some materials to be retained and reused for signage, as well as retaining the gates and fencing at the corner of 12 Mile and Inkster as a memorial that reflected the historic use as an orphanage.
- The chapel garden will be a gathering area with art and a rain garden.
- The plan accommodates the City's new Sarah Fisher lift station along 12 Mile Road.
- The site is 39% open space with a lot of natural open space and untouched trees.
- A representative from Hickory Oaks subdivision had submitted a letter of support.

In response to questions, Mr. Loughrin said that:

- There would not be an issue meeting 50' turning radius requirements for fire safety equipment.
- There will be a closed emergency vehicle access road with access to the four lots on 12 Mile Road as well as the future lift station. They will work with the Fire Department to make sure the design meets standards.
- Robertson Homes has worked with Hickory Oaks subdivision, whose representative agreed that the existing landscaping already provided a western buffer, and there was no reason to plant more trees there. They were planting more trees than required along Inkster, and again, would plant trees along Cheswick in lieu of planting trees along the western buffer.
- One design plan was 1,850sf and the other design plan was 2,000sf. The designs were both two bedroom, 2 1/2 bathroom, with a den. Some homes could include upper bedrooms in a 1-1/2 story Cape Cod feature; these would be ~2100sf. Prices would start in the mid to high \$500K range, although they were likely to close for significantly more than that, given the choices for various options. The development was age targeted to seniors and would not include a pool or playground.

Mr. Loughrin added the following information:

- The currently tax exempt site when developed would generate over a million dollars in taxes.
- The only age demographic growing in Southeast Michigan, including Farmington Hills, is in the 65+ age range. This demographic generates less traffic per unit than younger residents.
- Robertson Homes worked with the HDC to save as many historical elements as possible on the site, especially spotlighting the chapel with surrounding gardens and which is in the center of the community.
- Public benefits included:
  - Almost 40% of the site left as permanent dedicated open space
  - Reuse of historic elements
  - Donation of land for City sanitary lift station
  - Thoughtful community gathering space
  - Embrace of natural environment
  - Appropriate transition to adjacent single-family residents
  - Providing a high-quality housing product that is in demand in Farmington Hills
- A homeowner's association will maintain landscaping and provide building maintenance.
- The developer was continuing to work with City engineering staff to address concerns.
  - Engineering had asked that the boulevard entrance be eliminated. However, the proposed boulevard made a unique contribution to the community and the Planning Commission agreed.
  - Engineering had asked that the emergency access to the future lift station be eliminated. However, this access provides secondary access in case of emergency for both the homes and the lift station, for which they were donating the land.

- They will meet the 50' turning radius and will also reduce the length of the stub road by adding a longer driveway for unit 71.
- They would like to keep Unit 68 as designed, noting that the condominiums were not aligned like single-family homes and Unit 68 as designed and landscaped will be attractive to buyers.
- Engineering staff suggested providing a shared marginal access along 12 Mile. This however will reduce the useable front yard. Robertson Brothers was suggesting a T-turnaround for each of those lots instead of a common access road. Oakland County would have to sign off on this design.
- The plan proposed to allow rear yard storm water runoff to go directly into the storm water facilities instead of installing rear yard catch basins. This would allow for more trees and landscaping in the rear yards.
- Since the proposal was reviewed by the Planning Commission, DTE had identified an ITC power pole where the northern driveway was supposed to be. The estimated cost for moving the pole was \$400K-\$600K. While adding a median was possible, there was risk in having a power pole located in a median. Because the emergency access to the south met the requirement for a second access, the developer proposed eliminating the northern driveway. This would reduce conflicts with Cheswick and would eliminate the risk of someone running into the pole. The green landscape screen along Inkster would be uninterrupted in this area. There was a chance that Robertson Homes would eventually return with a request to add another home at that location. A traffic study completed since this issue arose showed there was no traffic issue with having a single access point; the traffic study had been sent to Engineering today.

Council Member Knol observed that over time she had been aware of and worked with different proposals on this site due to her role as liaison to the HDC. The site had been undeveloped for a long time, even though there had been numerous proposals brought forward but none had come to fruition because the site was extremely difficult to redevelop due to its challenging topography. There was a need for a new lift station, as the site contained wetlands. The site was also a historic district, and rehabbing any historic buildings added significant additional cost. Tonight's proposal was excellent, the amendment would reduce density, and the homes would fill a need in the community.

Mayor Rich opened the public hearing. Seeing that no members of the public indicated that they wished to speak, Mayor Rich brought the matter back to Council.

Council Member Knol made the following points:

- Boulevards were more beautiful and safer than simple two-way traffic and provided additional access.
- The proposed design for Unit 68 made sense in a condominium development.
- A T-shaped driveway would be better than backing out onto 12 Mile and was a better option than a shared access road which would require more concrete.
- She would support a storm water plan that reduced changes to the grade and reduced the need for retaining walls.
- She opposed placing a power pole in a median, and supported eliminating the northern driveway, noting that a single lane of the boulevard could provide access points in an emergency, and that the emergency access road by the lift station provided another entrance.

Council Member Bruce said he also like the plan.

- He supported the amended PUD.
- He supported eliminating the northern driveway and cited his own past experience living in a larger condominium development with families, with a single boulevard entrance. There had never been an issue with entering and exiting that site.
- He supported the proposed designs for Unit 68 and Unit 71.

Council Member Bridges said he supported the plan, subject to resolving outstanding issues. He said a project should not be approved because it had been undeveloped for several years, and said it had to be the right plan. The developers' presentation was good and moved in the right direction. If issues could be resolved relative to accessing the site, he would support this plan moving forward.

Council Member Aldred echoed support regarding eliminating the northern driveway, and thought the result would be more attractive and would not be unsafe. He shared frustrations about PUDs that were not built. He asked the developer to describe the chapel in terms of being an amenity.

Mr. Loughrin said the chapel would have a community gathering area good for such things as playing cards and would have a small kitchen and bathrooms.

In response to a further question from Council Member Aldred, Mr. Loughrin said that the developer had not engaged with Southfield regarding the condition of Inkster Road.

Council Member Boleware asked if the boulevard entrance could be widened if the northern entrance was eliminated. Mr. Loughrin said that widening the boulevard could be a consideration and he would discuss that option with his engineering team. The downside would be a reduction of landscaping in the area.

Council Member Boleware was concerned about the 4 lots accessing 12 Mile Road, which was a very very busy road. Mr. Loughrin said that a traffic study had been conducted for the entire project including access to 12 Mile. They would work with staff and the Road Commission regarding access for those lots. Again, the Road Commission would have to agree with the four separate entrances before they could move forward with that option.

Mayor Pro Tem Dwyer expressed concern about eliminating the northern driveway. He raised the possibility of relocating the driveway, based on further review by engineering and public safety, and possibly the Planning Commission.

In response to questions from Mayor Rich, Mr. Loughrin added the following:

- Public art would definitely be provided. Details would be included in final engineering.
- The developer would consider the addition of public exercise and recreation equipment, and/or outside adult play equipment.

In response to questions from City Manager Mekjian, Mr. Loughrin stated:

- The housing product was a smaller version of a product they had built in Bloomfield at the old Hickory Grove elementary school.



- They would not apply for permits, including an Act 98 sewer permit from the State, until further along in final engineering. Hopefully the lift station will be far enough along that it will be taken into consideration by the State.

City Manager Mekjian stated that the revised traffic study had just been received earlier today, and staff had not yet had the opportunity to review it. He acknowledged the long-standing vacancy of the property and emphasized the collective desire to see it developed. He commended Mr. Loughrin for his patience and collaboration with the City and staff.

Regarding project timeline, City Manager Mekjian noted that other steps remain in the process, including resolving permit issues, approving the Planned Unit Development (PUD) plan, and negotiating the PUD agreement. Allowing time for staff to review the new traffic study will not significantly impact the timeline of the project.

Addressing the site layout, City Manager Mekjian stated that discussions have focused on either removing the northern drive or relocating it further to the north. Staff's recommendation is to include an additional public access point rather than relying solely on an emergency access road as a second access.

While the boulevard is a notable and aesthetically pleasing entrance feature, engineering concerns stem from geometric considerations. The outbound boulevard lane aligns with the opposing driveway, whereas the inbound lane does not. There are other changes that the developer would like to evaluate with staff and that will take some time.

City Manager Mekjian suggested that Council's options are to approve the plan as presented this evening, deny it as presented this evening, or postpone action to a date certain allowing the developer to come back with the modifications being discussed. He again pointed out the significant lead time involved with this project; tonight's decision was not time sensitive.

Commissioner Knol asked Mr. Loughrin how a postponement would impact the developer.

Mr. Loughrin said they had no interest in a postponement. They wanted to move forward. He suggested an approval with conditions to be worked through with staff.

In response to questions from Council Member Bruce, City Attorney Morita advised that approving the project with numerous conditions could lead to even further delays. She recommended postponing the item to a date certain to allow time for staff to review the engineering details and ensure the proposed plan accurately reflects what is being approved. The current plan differs from what the applicant intends, particularly regarding the potential closure of the northern entrance, which is not shown on the submitted drawings. She emphasized the importance of having the correct documents before the Council to avoid confusion for both staff and the City Attorney's Office. As the City Manager outlined, the Council's options are to approve, deny, or postpone the item.

Planning and Community Director Kettler-Schmult added that most of the issues discussed this evening were within the purview of public services and engineering review and were not within planning zoning code regulations. She clarified that in this instance, per the original applicant's request, the site plan and

PUD were being reviewed concurrently; this was not a two-step process, and the site plan would not go back to Planning Commission for further review before Council made its decision.

Director of Public Services Rushlow said that the traffic study had not yet been opened. He suggested that postponing to the March 3 City Council meeting would give staff time to review the new study and work through details with Mr. Loughrin.

MOTION by Bridges, support by Dwyer, that the City Council of Farmington Hills hereby resolves that the application to amend PUD Plan 2, 2021, including Revised Site Plan 59-5-2022, dated October 17, 2024, and November 4, 2024, respectively, submitted by Robertson Brothers Homes, is postponed to a date certain of March 3, 2025.

MOTION CARRIED 7-0.

### **NEW BUSINESS**

#### **CONSIDERATION OF APPROVAL TO INCREASE THE CITY MANAGER'S PURCHASE APPROVAL THRESHOLD TO \$24,999 AND REQUIRE CITY COUNCIL APPROVAL FOR PURCHASES OF \$25,000 OR MORE. CMR 2-25-12**

Director of Central Services Aranowski explained that on February 28, 2000, City Council authorized the increase of sealed bids from \$3,000 to \$10,000. This process authorized City Council to approve all purchases over \$10,000. At the January 13, 2025 study session, Council discussed the need to reassess the purchasing approval threshold to align with the current operational needs, inflationary factors, and efficiency in procurement processes. Based on this discussion, Purchasing proposes adjusting the approval threshold while maintaining the current sealed bid requirement. The City Manager will approve purchases up to \$24,999. The City Council will approve purchases over \$25,000.

The proposed adjustment better reflects current economic conditions and streamlines operations by reducing the number of routine purchases requiring additional approval. This will allow the City Manager to address procurement needs more promptly without compromising accountability or transparency. Included in the packet are updated purchasing policies, along with additional municipalities and their thresholds, as requested from the study session.

In response to questions, Director Aranowski said that any item over \$10,000 would still go out for bids. Following the bidding process, the City Manager could approve a purchase order for any item under \$25,000.

MOTION by Aldred, support by Boleware, that the City Council of Farmington Hills hereby approves the proposed request to increase the City Manager's purchase approval threshold up to \$24,999 and require City Council approval for purchases of \$25,000 or more.

MOTION CARRIED 7-0.

#### **CONSIDERATION OF APPROVAL OF APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS**

MOTION by Knol, support by Aldred, that the City Council of Farmington Hills hereby confirms the Mayor's recommendation to appoint the following individuals to various City Boards and Commissions:

**Beautification Commission**

	<b>Length of Term:</b>	<b>Term ending:</b>
Erika Johnson	3 years	February 1, 2028

**Farmington Area Commission on Aging**

	<b>Length of Term:</b>	<b>Term ending:</b>
Christina Mui	3 years	February 1, 2028

**Commission on Community Health**

	<b>Length of Term:</b>	<b>Term ending:</b>
Erika Blaskay	3 years	February 1, 2028

**Emergency Preparedness Commission**

	<b>Length of Term:</b>	<b>Term ending:</b>
Kayla Dixon	3 years	February 1, 2028

**Water Systems Advisory Council**

	<b>Length of Term:</b>	<b>Term ending:</b>
Debby Brauer	3 years	February 1, 2028
Katrina Kennedy	3 years	February 1, 2028

MOTION CARRIED 7-0.

**UNFINISHED BUSINESS**

**CONSIDERATION OF APPROVAL OF THE ENACTMENT OF ORDINANCE C-1-2025 TO AMEND THE FARMINGTON HILLS CODE OF ORDINANCES, CHAPTER 2, "ADMINISTRATION," ARTICLE IV, "BOARDS, COMMISSIONS, AND COUNCILS," TO ADD DIVISION 12, "INNOVATION, ENERGY, AND ENVIRONMENTAL SUSTAINABILITY COMMISSION," TO PROVIDE FOR THE ESTABLISHMENT OF SAID COMMISSION AND ITS AUTHORITY, PURPOSES, DUTIES AND MEMBERSHIP; AND SUMMARY FOR PUBLICATION. CMR 2-25-13**

MOTION by Aldred, support by Knol, that the City Council of Farmington Hills hereby approves the ENACTMENT of Ordinance C-1-2025 to amend Chapter 2 of the Code of the City of Farmington Hills, "Administration," Article IV, "Boards, Commissions, And Councils," to add Division 12, "Innovation, Energy, And Environmental Sustainability Commission," to provide for the establishment of said commission and its authority, purposes, duties, and membership; and approval of summary for publication.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**CONSENT AGENDA**

**RECOMMENDED APPROVAL OF PROPOSED INTERLOCAL AGREEMENT BETWEEN OAKLAND COUNTY AND THE CITY OF FARMINGTON HILLS FOR MICHIGAN INDIGENT DEFENSE COUNCIL STANDARD 7 REVIEW AND QUALIFICATION REQUIREMENTS. CMR 2-25-14**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby authorizes the City Manager to execute the proposed interlocal agreement between Oakland County and the City of Farmington Hills for Michigan Indigent Defense Council Standard 7 Review and Qualification Requirements.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF AMENDMENT TO THE EMPLOYMENT AGREEMENT FOR THE CITY CLERK.**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby recommends approval of the first amendment to the Employment Agreement for the City Clerk, Carly Lindahl, in follow-up to the closed session employee review of January 13, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF RENEWAL OF LICENSE AGREEMENT WITH OAKLAND COUNTY FOR EARLY VOTING AT THE COSTICK ACTIVITIES CENTER.**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves the renewal of the required license agreement with the Board of County Election Commissioners for Oakland County for use of the Costick Activities Center as an early voting site.

Roll Call Vote:

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR TWO LIFEGUARDS. CMR 2-25-15 AND CMR 2-25-16**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Maryam Bacha as a Lifeguard, who is related to employees of the City, Amina Bacha and Samira Bacha, who are Lifeguards for Special Services.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Ranya Bacha as a Lifeguard, who is related to employees of the City, Amina Bacha and Samira Bacha, who are Lifeguards for Special Services.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A HAWK'S NEST LEADER. CMR 2-25-17**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Sandra Abbott as a Hawk's Nest Leader, who is related to Shannon Gale, who works in Assessing at City Hall.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR AN ARCHERY INSTRUCTOR. CMR 2-25-18**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Dianna Rose as an Archery Instructor, who is related to employees of the City, Dave Rose and Matthew Rose, who are Archery Instructors for Special Services.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A BUILDING ASSISTANT. CMR 2-25-19**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Sean Lee as a Building Assistant, who is related to an employee of the City, Mildred Lee, a Building Maintenance Worker in the Special Services Department.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**ACKNOWLEDGEMENT OF SECOND QUARTER FINANCIAL SUMMARY AND QUARTERLY INVESTMENT REPORTS.**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Sean Lee as a Building Assistant, who is related to an employee of the City, Mildred Lee, a Building Maintenance Worker in the Special Services Department.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF AWARD OF CONSULTING SERVICES FOR MISSION, VISION & VALUES STATEMENT FOR STRATEGIC PLAN TO RAFTELIS FINANCIAL CONSULTANTS, INC. IN THE AMOUNT OF \$57,225.00. CMR 2-25-20**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order to Raftelis Financial Consultants, Inc. of Cincinnati, OH. in the amount of \$57,225.00 for Consulting Services for Mission, Vision & Values Statement for Strategic Plan.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF AWARD OF BID FOR GOLF CLUBHOUSE TABLES AND CHAIRS TO CONSERV FLAG COMPANY IN THE AMOUNT OF \$34,253.90. CMR 2-25-21**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order with ConServ Flag Company for the purchase of tables and chairs for the Farmington Hills Golf Clubhouse in the amount of \$34,253.90.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF AWARD OF CONTRACT FOR THE KENDALLWOOD SUBDIVISIONS #2 & #4 WATER MAIN REPLACEMENT PROJECT TO BIDIGARE CONTRACTORS INC. IN THE AMOUNT OF \$5,483,835.00. CMR 2-25-22**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves the Kendallwood Subdivisions #2 and #4 Water Main Replacement Project be awarded to the lowest competent bidder, Bidigare Contractors Inc. of Plymouth Township, Michigan, in the amount of \$5,483,835.00, and

IT IS FURTHER RESOLVED, the City Manager and the City Clerk be authorized to execute the contract on behalf of the City.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE

Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF AWARD OF BID FOR AUDIO AND VISUAL THEATRE TECHNOLOGY SERVICES TO PRO AUDIO AND LIGHTING IN THE ESTIMATED AMOUNT OF \$20,000 FOR A SIX (6) MONTH PERIOD WITH THE OPTIONAL APPROVED RENEWALS. CMR 2-25-23**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby authorizes the City Manager to award the bid for Audio and Visual Theatre Technology Services to Pro Audio and Lighting of Warren, MI for an estimated amount of \$20,000 for a six (6) month period with the option to renew, up to four (4), six (6) month terms upon mutual consent of the City and vendor.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL GOALS STUDY SESSION MEETING MINUTES OF JANUARY 11, 2025.**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approve the city council study session meeting minutes of January 11, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL STUDY SESSION MEETING MINUTES OF JANUARY 13, 2025.**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approve the study session minutes of January 13, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE



MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL REGULAR SESSION MEETING MINUTES OF JANUARY 13, 2025.**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approve the regular session meeting minutes of January 13, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL SPECIAL JOINT STUDY SESSION MEETING MINUTES OF JANUARY 27, 2025.**

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approve the special joint study session meeting minutes of January 27, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**ADDITIONS TO AGENDA**

There were no additions to the agenda.

**PUBLIC COMMENTS**

Pamela Santo expressed concerns regarding expanding the Tawheed Center along Moran Street. The 30,000sf expansion involves demolishing the home next to hers. Her property was 350 feet deep, and along that 350 feet will be vehicle parking. Her home is 16' from the property line. There are already traffic backups from the Tawheed Center. Ms. Santo also presented a letter to the Planning Department from her doctor regarding how her asthma will be affected by this proposed change. She said she been threatened on her property.

Mayor Rich asked Assistant City Manager Mondora to follow up with Ms. Santo regarding any threats she had received.

Lisa Goldstein, Farmington Hills resident, said that she and Lynda Pawloski met with Mayor Rich at the November Walk the Hawk event and raised the issue of signature gathering for petitions in Farmington Hills. Signature gathering was allowed in many locations in 2018 and 2020 but was not allowed on any

city property in 2022 and was very limited at Heritage Park. She felt this limited political free speech and residents' ability to participate in the political process. She asked that the City's signature gathering policy be broadened and gave Troy and Livonia as examples of cities with broader policies.

Lynda Pawloski, Farmington Hills resident, reiterated comments made by Lisa Goldstein. She raised concerns about designated signing areas and hoped that the issue would not become unnecessarily complicated. She used Livonia's policy as an example of a simple effective plan.

**CITY ATTORNEY REPORT**

Attorney report was received by Council.

**ADJOURNMENT**

The regular session of City Council adjourned at 10:01PM.

Respectfully submitted,

Carly Lindahl, City Clerk