

**AGENDA**  
**CITY COUNCIL STUDY SESSION**  
**APRIL 10, 2023 - 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. [Sports Facilities Advisory Optimization Report](#)
4. Adjourn Study Session

Respectfully submitted,

Pamela B. Smith, City Clerk

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.



# OPTIMIZATION REPORT

PREPARED FOR: THE CITY OF FARMINGTON HILLS

DRAFT REPORT DELIVERY DATE: APRIL 2023



THIS PROJECT IS REPRESENTED BY



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# EXECUTIVE SUMMARY

In March of 2022, the City of Farmington Hills, Michigan engaged the Sports Facilities Companies (SFA) to analyze the current performance of and provide recommendations for the optimization of the Farmington Hills Special Services (FHSS) department, with specific focus on the William Costick Activities Center (henceforth “the Costick Center”) and The Hawk. This document provides a summary of the work completed, including strategic recommendations and next steps for implementation.

FHSS’S ANNUAL FINANCIAL SUBSIDY REQUIREMENT HAS GROWN FROM AN AVERAGE OF \$2.6 MILLION PER YEAR BEFORE THE HAWK WAS PURCHASED TO OVER \$6.2 MILLION IN FY22-23. THIS PLAN WILL ALLOW FHSS TO REDUCE THE ANNUAL DEFICIT TO \$2.1 MILLION BY FY 27-28 WHILE IMPROVING ASSETS AND SERVICES PROVIDED TO RESIDENTS.

In order to create the recommendations detailed in this report, SFA utilized its proven process to develop an in-depth understanding of goals, opportunities, and viable strategies for improving the financial and operational performance of FHSS. Further, SFA developed these recommendations with the FHSS leadership team and utilized real-time strategies for best practices for cost containment backed by SFA’s operational expertise and real-world financial data from over 700 facilities across the country.

## DEFINITIONS OF SUCCESS

To establish goals and parameters for the initiative, SFA facilitated a planning and strategy session with leaders from the City of Farmington Hills and FHSS staff (henceforth the “Project Team”) to determine the definitions of success for the future of FHSS. As a result of that effort, SFA and the Project Team determined that this optimization initiative must achieve the following operational and organizational criteria to be deemed successful:

- **Reduce the financial gap to “pre-Hawk” performance levels** by creating a path toward long-term operational sustainability that leverages revenue generating opportunities, contains expenses, establishes and enhances strategic and corporate partnerships, and identifies strategies that improve operational efficiencies.
- **Maintain access to high-impact participative programs** – specifically wellness, sports, cultural arts, and “50 & Better” – that improve health and social conditions in Farmington Hills.
- **Enhance the reputation of The Hawk** as a premier recreation, wellness, and cultural arts destination featuring diverse, inclusive, multigenerational programming.
- **Enhance Farmington Hills’ reputation as a top-tier community** to live, work, and play in Southeast Michigan.

## EXECUTIVE SUMMARY

In order to create the recommendations detailed in this report, SFA utilized its proven process to develop an in-depth understanding of goals, opportunities, and viable strategies for improving the financial and operational performance of FHSS. Further, SFA developed these recommendations with the FHSS leadership team and utilized real-time strategies for best practices for cost containment backed by SFA’s operational expertise and real-world financial data from over 700 facilities across the country.

### STRATEGIES FOR EVALUATION

SFA identified the following strategies for evaluation in the effort to create a path to closing FHSS’s financial performance gap. Each of these strategies has been detailed in the sections that follow, and the financial impact of executing those strategies has been forecasted in SFA’s Five-Year Financial Outlook.

- Assess The Hawk and the Costick Center for facility-based changes and/or improvements.
- Assess The Hawk and the Costick Center for alternative facility options that reduce the requirement for improvements and reduce the cost of operations.
- Identify opportunities to improve participation in revenue-generating programs.
- Identify opportunities to increase user fees for paid programs and services.
- Identify realistic cost recovery targets that can be achieved to improved the profitability of revenue-generating programs and services
- Identify partners to support, add to, or replace FHSS services that do not support the goal of closing the financial gap.
- Identify and contract programs offered by FHSS and/or departments within FHSS that require a subsidy and therefor do not support the goal of closing the financial gap.
- Identify administrative expenses that can be reduced without interrupting programs and services provided by FHSS.

### RECOMMENDATIONS – PHYSICAL ASSETS

SFA worked with FHSS to understand the definitions of success and vision for the future use of the 3<sup>rd</sup> floor of The Hawk. SFA then developed recommendations for 3<sup>rd</sup> floor facility assets based on that vision. SFA created a facility program model to reflect the vision and definitions of success of FHSS, while also striving to provide facility assets that would promote operational efficiencies. The 3<sup>rd</sup> floor expansion model includes the following spaces, while the projected opinion of cost for these spaces equals approximately \$2.1 million:

- Incubator Space (to be developed by an entity other than FHSS)
- Continuing Education Space
- eSports Space
- 50 & Better Multi-Purpose Program Space
- Group Fitness Space
- Congregate meal space
- Indoor Walking Track (co-located with circulation space)

USES OF FUNDS	
Hard Cost	\$0
Field and Sport Equipment Cost	\$0
Furniture, Fixtures, and Equipment	\$2,034,781
Soft Costs Construction	\$0
Soft Costs Operations	TBD
Escalation	\$29,469
Working Capital Reserve	TBD
<b>Total Uses of Funds</b>	<b>\$2,064,250</b>

# EXECUTIVE SUMMARY

## RECOMMENDATIONS – PHYSICAL ASSETS (CONTINUED)

SFA worked with FHSS to understand the definitions of success and vision for the Hawk Annex and the potential to replace the Costick Center. SFA referred to the Accruent Study and Counsilman-Hunsaker’s evaluation throughout this process. Aggregating the cost estimates from the Accruent Study and the Counsilman-Hunsaker audit, it is estimated that the total cost to rehabilitate the Costick Center and extend its useful life for 10-15 years will be at least \$13.5 million; SFA expects additional funds would be required to improve the locker rooms. The Hawk Annex assets include the following:

- Gymnasium
  - Basketball Courts
- Pool Natatorium and Support Spaces
  - Pool Natatorium/Deck Space with Accessible Ramp (Eight Lanes)
  - Pool Offices and Staff Area
  - Welcome Area/Lobby
  - Pool Party Room
  - Pool Locker Rooms
- 50 & Better
  - Manager’s Offices
  - Office Area/Welcome/Art Gallery Space
  - Kitchen
  - Café/Congregate Meal Seating Area/Flex Space
  - Restrooms
  - Family Restrooms/Changing Rooms

Costick Facility Investment Needs	Total
Accruent Study - Facility System Renewals	\$12,900,000
Counsilman-Hunsaker Audit - Pool Systems Renewals	\$606,000
<b>Total Facility System Renewals (Capital Expenditure Needs)</b>	<b>\$13,506,000</b>

As summarized below, SFA estimates the cost of The Hawk Annex will be approximately \$16.3 million, which is as much as \$2.8 million more than the cost of rehabilitating the Costick Center, but creates operational advantages detailed later in this report and carries a useful life of at least 25 years more than a rehabilitated Costick Center. It should be noted that this estimate does not include the cost of new parking.

USES OF FUNDS	
Land Cost	\$0
Hard Cost	\$11,595,289
Field and Sport Equipment Cost	\$265,865
Furniture, Fixtures, and Equipment	\$578,879
Soft Costs Construction	\$1,902,193
Soft Costs Operations	\$869,846
Escalation	\$1,119,603
Working Capital Reserve	TBD
<b>Total Uses of Funds</b>	<b>\$16,331,675</b>

Combining the estimated cost of improving the 3<sup>rd</sup> floor of The Hawk and building The Hawk Annex, this plan would require approximately \$18.4 million in development costs. SFA recommends two strategies for funding:

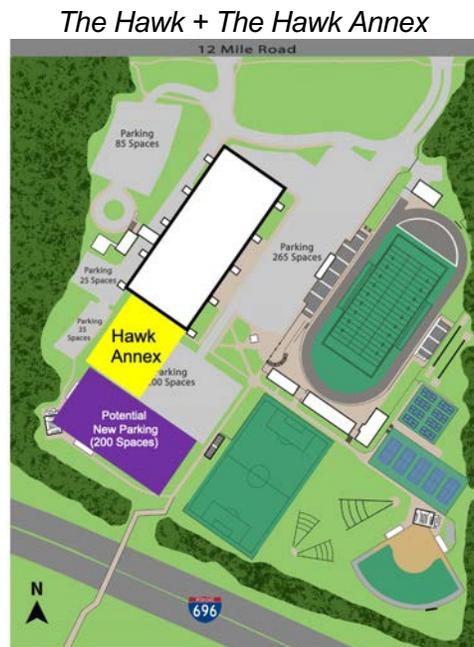
1. Initiate a capital campaign that seeks grants, donors, and partners to contribute 20% of the development costs to each project.
2. Seek voter approval for an additional park millage that covers the remaining 80% of the costs. This is considered a “more for more” bond that asks voters to support a millage for new assets as opposed to a “more for same” bond that asks voters to support a millage for assets and programs that are already available.

Based on that structure and today’s lending climate, SFA estimates that the new millage would need to cover \$1.2 million of annual debt.

# EXECUTIVE SUMMARY

## RECOMMENDATIONS – PHYSICAL ASSETS (CONTINUED)

The image below shows the potential location of The Hawk Annex, including the building, the connective point between the buildings, and a potential new parking lot. If The Hawk Annex is developed at this location, the building would reduce existing parking by approximately 80 spaces; if required, the remaining portion of the field on the southwest corner of the site, could be converted to a 200-space parking lot, resulting in a net gain of 120 parking spaces.



Based on SFA’s analysis of the market, The Hawk’s service area offers various demographic and socioeconomic benefits, as well as administrative and operational efficiencies derived from the co-location of the two facilities. SFA’s analysis of the 10-minute drive time window demonstrated that The Hawk connects 57 percent more people to the location within a 10-minute drive than the Costick Center, the 10- and 15-minute drive time populations of The Hawk have a higher median age than the Costick Center, which is the primary home of FHSS’s 50 & Better programs and services, the fact that The Hawk has higher income levels within its primary service area than the Costick Center supports the strategies and opportunities to increase revenue, and 26.3 percent more money is spent on recreational lessons by people within The Hawk’s primary service area than that of the Costick Center.

In addition, due to a combination of replacing the Costick Center with the Hawk Annex (which is smaller, will have more efficient systems that reduce overhead costs, and will require fewer staff because of proximity to The Hawk), exercising administrative efficiencies, and benefiting from at least one staff position filled by an FHSS team member who will retire and whose position will not need to be replaced, SFA has projected a 10 percent reduction in Admin expenses by FY 27-28.

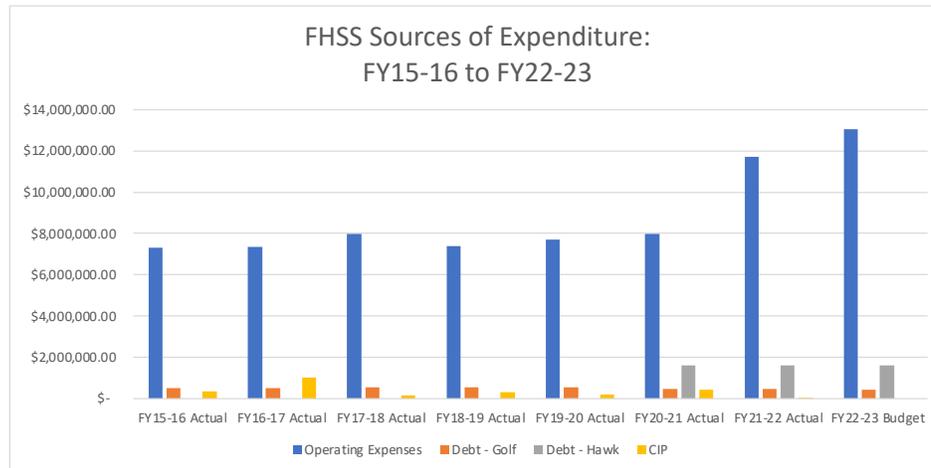
## FINANCIAL ANALYSIS AND STRATEGIC FORECAST

SFA reviewed comprehensive historical financial data from FHSS from FY15/16 to FY22/23. To accurately measure FHSS financial performance, SFA evaluated earned revenue (revenue from paid programs and services), transfers from the park millage, operating expenses, debt service obligations and FHSS’s capital improvement plan (CIP).

# EXECUTIVE SUMMARY

## FINANCIAL ANALYSIS AND STRATEGIC FORECAST (CONTINUED)

As demonstrated in the chart below, FHSS’s operating expenditures (in blue) have increased from approximately \$6.6 million in FY15-16 to a projected \$13.7 million in FY22-23. While annual increases in expenses related to utilities, staffing, etc., the marked operating expense increase is primarily due to the operation of The Hawk as reflected in the FY 21-22 and FY 22-23 expenses. Adding debt for the golf course (in orange), debt for The Hawk (in gray beginning in FY 20-21), and the CIP (in yellow), FHSS’s total expenditures have increased from approximately \$8.2 million in FY15-16 to approximately \$15.1 million in FY 22-23.



Working with the FHSS leadership team and utilizing real-time strategies for best practices for revenue generation backed by SFA’s operational expertise and real-world financial data from over 700 facilities across the country, SFA evaluated revenue potential, identified opportunities, and set targets to increase revenue generation over the next five years.

There are three primary drivers of revenue growth:

1. Participation growth
2. Fee increases
3. New revenue opportunities

In addition to identifying the three primary revenue drivers, SFA also identified multiple cost containment strategies, including:

1. Monitoring, adjusting, and achieving COGS targets from best practices and industry data
2. Cost benefit from new Annex replacing the Costick Center
3. Reducing administrative expenses resulting from co-location
4. Not replacing retiring team member(s)

Reflecting all of the strategies in this report and summarizing the projections detailed throughout this section, the table below demonstrates SFA’s projection of FHSS’s financial performance in FY 22-23 versus FY 27-28. As demonstrated, this plan results in a \$4.1 million improvement in annual net operating income.

# EXECUTIVE SUMMARY

## FINANCIAL ANALYSIS AND STRATEGIC FORECAST (CONTINUED)

Reflecting all of the strategies in this report and summarizing the projections detailed throughout this section, the table below demonstrates SFA’s projection of FHSS’s financial performance in FY 22-23 versus FY 27-28. As demonstrated, this plan results in a \$4.1 million improvement in annual net operating income.

Revenue	FY 22-23	FY 27-28
Earned Revenue	\$ 8,230,927	\$ 11,490,886
Transfer from Existing Millage	\$ 1,316,850	\$ 1,316,850
Transfer from New Millage (More for More)	\$ -	\$ 1,176,960
<b>Total Revenue</b>	<b>\$ 9,547,777</b>	<b>\$ 13,984,696</b>

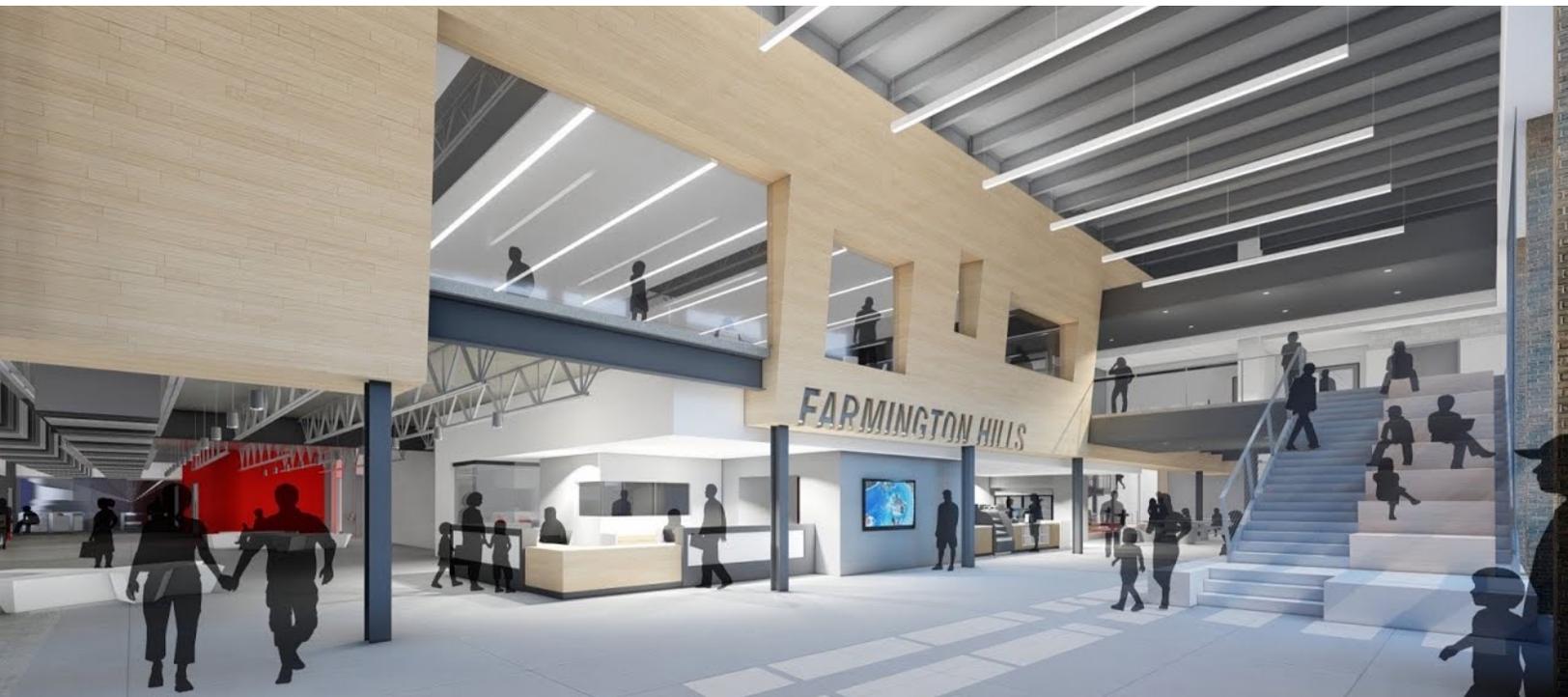
  

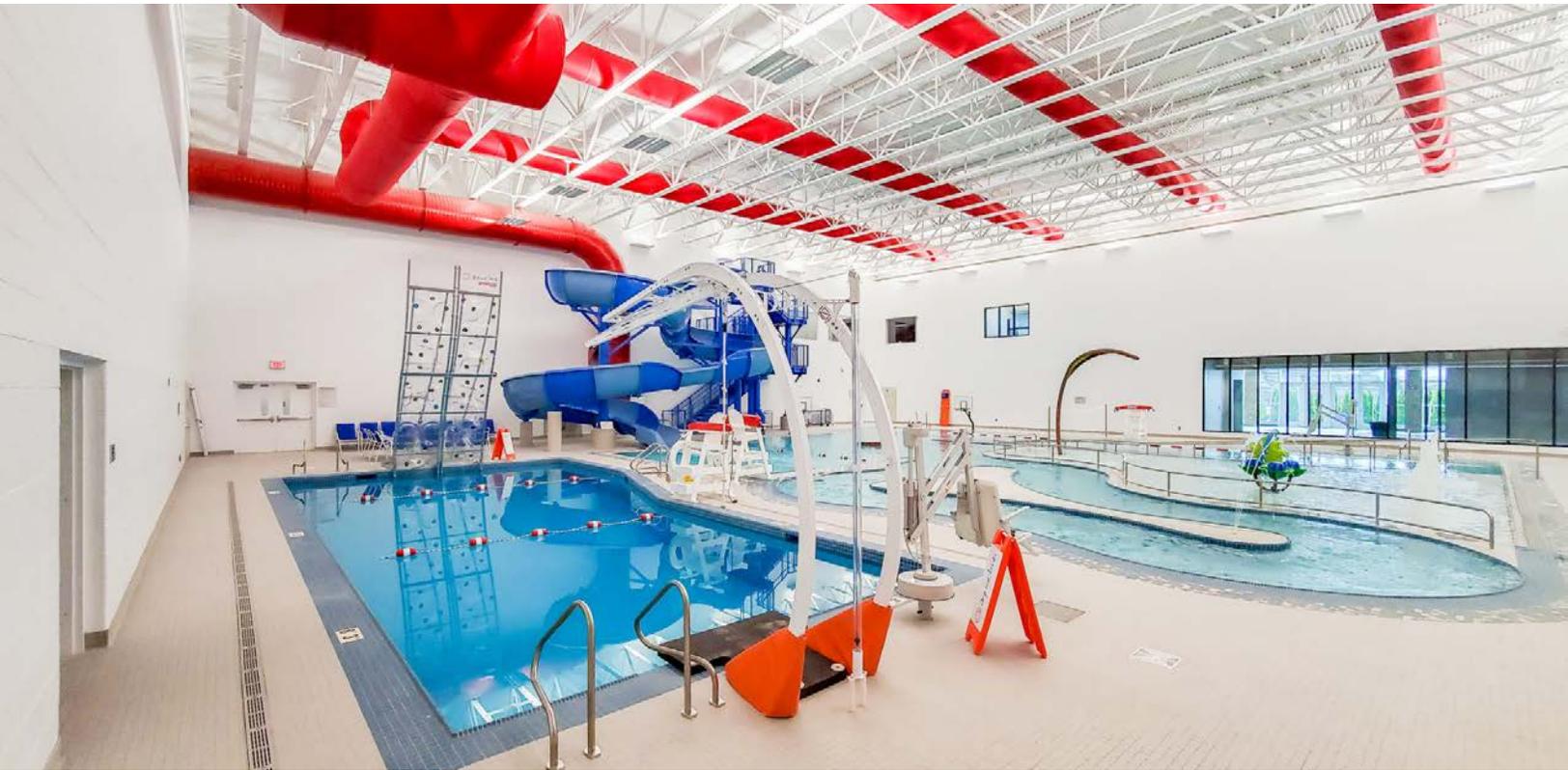
Expenses	FY 22-23 Budget	5-Year Path
Operating Expenses	\$ 13,719,142	\$ 12,893,486
Debt - Golf	\$ 430,544	\$ 430,544
Debt - Hawk (Existing)	\$ 1,599,300	\$ 1,599,300
Debt - Hawk (New - 3rd Floor; \$2.06 Million, 80% Debt)	\$ -	\$ 131,840
Debt - Annex (New; \$16.33 Million, 80% Debt)	\$ -	\$ 1,045,120
<b>Total Expenses</b>	<b>\$ 15,748,986</b>	<b>\$ 16,100,290</b>

<b>NET OPERATING INCOME</b>	<b>\$ (6,201,209)</b>	<b>\$ (2,115,594)</b>
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Throughout this analysis, SFA addressed the need to reduce the financial gap to “pre-Hawk” financial performance levels, presented recommendations to maintain access to high-impact participative programs, suggested adjustments to enhance the reputation of The Hawk, and enhance Farmington Hills’ reputation as a top-tier community to live, work, and play in Southeast Michigan.





## INTRODUCTION

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# INTRODUCTION

## SCOPE OF WORK

SFA's full scope of work consisted of the following nine (9) steps:

- **Step 1: Project Kick-Off Call**
  - To initiate its work, SFA facilitated an initial virtual meeting with the City's core Project Team to cover topics the such as project history, existing data, potential partners, etc.
  
- **Step 2: Existing Data Review and Market Analysis**
  - SFA requested and analyzed a myriad of existing data, including but not limited to historic and forecasted financial performance, program schedules and service offerings, membership and program participation reports, and previous facility audits with recommended improvement cost estimates. SFA also conducted extensive market research to determine key influential factors including but not limited to:
    - Local demographic and socioeconomic data
    - Participation rates
    - Existing service providers in and around Farmington Hills
    - Program offerings and prices
    - Comparable community data related to organizational structure and funding
    - National benchmarks for programs, assets, and financial performance
  
- **Step 3: Market Visit with Development Planning Session (DPS), Site Tour, Market Tour, and Stakeholder and User Group Meetings**
  - In April 2022, SFA traveled to Farmington Hills to facilitate a “deep dive” planning and strategy session with the Project Team that focused on:
    - Defining success
    - Refining the vision and goals for FHSS
    - Determining levels of service and value propositions
    - Identifying financial resources, core competencies, key products and services, existing and potential strategic alliances, and financial success metrics

SFA also toured the City's primary recreation facilities and conducted interviews with FHSS staff, key stakeholders, and FHSS user groups.

- **Step 4: Facilities Level of Service & Program Analysis**
  - SFA researched communities and facilities in the local and sub-regional markets that impact FHSS's ability to achieve service and operational goals. The facilities researched include municipal parks and recreation facilities and local service providers that offer similar facilities and program offerings. The factors SFA used to perform this analysis include, but are not limited to:
    - Existing parks and recreation inventory
    - Pricing
    - Seasonality
    - Marketing reach and capture rate
    - Program mix and service offerings

# INTRODUCTION

## SCOPE OF WORK

- **Step 5: Existing Facility Analysis and Opinion of Cost for Improvements**
  - During the market visit, SFA toured the City’s existing recreation facilities and assets – particularly focusing on The Hawk and the Costick Center – to understand factors related to local use, capital improvement requirements, projected costs for improvements, and more.
  
- **Step 6: Partnership Opportunity Assessment**
  - Utilizing its vast experience in facility and partnership development and based on the findings of Steps 1-5, SFA developed a list of potential partners and partner categories for funding and operations that have been successful in similar municipalities regionally and across the United States.
  
- **Step 7: Financial Forecast**
  - Utilizing a combination of historic data, the current (2022-23) annual budget, market/facility/operations-based strategies, industry financial performance benchmarks/key performance indicators, and in-depth financial analyses, SFA developed a set of facility and operational recommendations to achieve the Project Team’s definitions of success. This iterative process ultimately resulted in the development of a financial forecast that reflects the strategies/recommendations included in this report and demonstrates the five-year financial performance potential of FHSS. The strategies, recommendations, and financial forecast have been reviewed by the Project Team and deemed reliable/achievable by the FHSS’s leadership team.
  
- **Step 8: Final Plan**
  - Summarizing steps 1-7, SFA developed the draft of this report to the Project Team for review. After discussion and updates, SFA finalized and delivered its complete report.
  
- **Step 9: Final Presentation**
  - Following delivery of this report, SFA will present its recommendations and findings at a City Council meeting.

# PROCESS & WORK COMPLETED

## OUTLINE OF PROCESS USED TO FORM RECOMMENDATIONS

In order to create the recommendations detailed in this report, SFA utilized its proven process to develop an in-depth understanding of goals, opportunities, and viable strategies for improving the financial and operational performance of FHSS. While the process included dozens of steps and was not linear, it can be summarized as a six-phase process that begins with developing a contextual understanding of desired outcomes and ends with recommendations to achieve those outcomes. The “SFA Funnel Model” depicted below demonstrates SFA’s process to develop and refine recommendations for The Hawk and the Costick Center.



# PROCESS & WORK COMPLETED

## OUTLINE OF WORK PERFORMED

To complete this optimization assessment, SFA performed the following tasks:

- **Reviewed existing data, including:**
  - Site details and building layouts
  - Historical program participant attendance
  - Historical financial reports/ACFR
  - City of Farmington Hills, Michigan – A Master Plan for Parks and Recreation (2008)
  - City of Farmington Hills Parks and Recreation five-year Master Plan (2019-2023)
  - Farmington Hills Master Plan for Future Land Use (2009)
  - Farmington Hills Visioning Report (2020)
  - Facility Condition Assessments – Costick Center (Accruent - 2018)
  - Future land use and zoning maps
  - Farmington Hills Special Services Annual Reports
  - NRPA Agency Performance Reviews (2017-2021)
  - ADA Transition Plan (2009)
  - Asset Overview Report – Farmington Hills Community Center – The Hawk – (VFA, Inc. 2021)
  - The Hawk Innovation Center – Feasibility Analysis and Business Plan (2022)
  - Various partner and contractor agreements
  - And more
- **Conducted a market analysis, including:**
  - Demographics and socioeconomics
  - Sports participation
  - Fitness industry, participation, and competition trends
  - Per capita expenses, per capita revenue, cost-recovery rates, and dedicated parks, recreation, and cultural millage rates at peer agencies in comparable communities
- **Researched existing local fitness/training assets, including:**
  - Facility amenities
  - Facility quality
  - Membership categories
  - Pricing
  - Programs and classes
- **Conducted in-person and Zoom stakeholder and user engagement meetings**
- **Facilitated follow-ups with staff members and community stakeholders to clarify information and gather additional insights**
- **Developed, delivered, and analyzed a staff survey**
- **Engaged a team of subject matter experts and industry partners to provide department-level insights and recommendations for operations**
- **Created a facility program plan and opinion of cost for the development of renovations and improvements of 3rd floor assets at The Hawk, as well as a new Annex with 6-lane lap pool, gymnasium, kitchen, and 50 & Better flexible program space**
- **Developed a prioritization analysis and ranked facility development opportunities**
- **Evaluated and projected potential millage rates for new development debt service and net costs of operations for each facility program model**
- **Developed a five-year financial outlook based on detailed financial analysis/forecasts and the tasks above**

# PROCESS & WORK COMPLETED

## STAKEHOLDER ENGAGEMENT

The stakeholder engagement process involved a series of information-gathering meetings with the Project Team, current participants/members, FHSS staff, potential partners, and other interested parties. The stakeholders were engaged by SFA during in-person and virtual meetings coordinated by FHSS. The stakeholder engagement process involved the following steps:

- Created and delivered a stakeholder information presentation
  - The purpose of this presentation was to introduce SFA to the stakeholders, review the information presented to and developed with the Project Team, outline scope of work, summarize SFA’s process and approach, and present a series of open-ended discussion guiding questions.
- Conducted discussions with each stakeholder/represented organization
  - The goal of the stakeholder discussions was to understand the viewpoints of each participant/organization, identify the greatest needs of the community, gather information about existing facility and organization challenges, and gather information about current and future facility use, program expansion, and program collaboration.
- Collected and assessed feedback for each question presented
  - SFA aggregated all of the feedback provided, identified themes, and conducted additional research to assess and integrate stakeholder input as a key component of the optimization analysis and recommendations.

STAKEHOLDERS/USER GROUPS		
Farmington Hills Mayor and City Council	Costick Center/50 & Better Participants and Staff	FHSS Division Managers, Supervisors, & Coordinators
Chamber of Commerce	Farmington Hills YMCA	Advisory Commissions
Downtown Development Authority	Farmington Public Schools - Athletic Director & Coaches	Beaumont Hospital
Economic Development Corporation	Lawrence Technical University - Athletic Director & Coaches	Optimist Club

The primary input themes from stakeholder and user groups included, in no particular order:

- The requirement for continuity of services and programs
- The need to enhance and improve facilities, assets, and equipment
- The desire to maintain access to an indoor pool that accommodates lap swimming and group exercise classes
- The demand to maximize time and space dedicated to 50 & Better programs
- The potential to enhance program partnerships

The primary input themes from FHSS included, in no particular order:

- Staff training and educational/in-service trainings
- Better collaboration between departments
- Being more adaptable to change
- Improving internal and external communication
- Developing strong policies and procedures to limit safety and security exposure

## KEY DATA: DEMOGRAPHIC & SOCIOECONOMIC ANALYSIS

SFA conducted an in-depth demographic and socioeconomic analysis of the local, sub-regional, and regional market. The goal of this portion of the analysis is to determine the key characteristics of the most regular users of new facilities and existing facilities during non-tournament and event times. SFA also determined the characteristics of those users who would participate in programs in Farmington Hills. SFA has included comprehensive local and regional demographic reports in the Appendix of this document.

The charts that follow displays some of the key demographic factors used in analyzing the utilization of facilities by the local and sub-regional population; these customers are the most frequent/regular users of local recreation, athletic, wellness, arts, and nature-based programs. While these statistics do not serve as strict predictors of a facility’s opportunity to support the overarching operational and financial objectives, SFA has developed a proprietary analytical process which considers these factors and several others as an integral part of the financial forecast, sports participation projections, and other analyses required in SFA’s study.

### KEY LOCAL DEMOGRAPHIC AND SOCIOECONOMIC FACTORS

#### FROM THE COSTICK CENTER

CATEGORY	10 MINUTES	15 MINUTES	30 MINUTES	60 MINUTES	90 MINUTES	240 MINUTES
Population	73,353	357,668	2,435,307	4,975,539	6,827,163	22,432,470
Growth Projections – Next 5 Years	+0.95%	+0.50%	+0.60%	+1.00%	+0.70%	+1.10%
Median Age (U.S. Median: 38.5)	45.3	44.2	40.8	40.7	40.5	40.4
Median HH Income (U.S. Median: \$67,521)	\$65,050	\$66,237	\$58,487	\$63,406	\$60,248	\$58,023
Median HH Income % Above/Below Adjusted Cost of Living (Index: 108.5)	-11.21%	-9.59%	-20.17%			
Spending Rec. Lessons (U.S Avg.: \$143)	\$134.67	\$139.82	\$119.61	\$127.27	\$118.43	\$109.50

#### FROM THE HAWK

CATEGORY	10 MINUTES	15 MINUTES	30 MINUTES	60 MINUTES	90 MINUTES	240 MINUTES
Population	115,222	482,044	2,709,889	4,975,539	6,827,163	22,432,470
Growth Projections – Next 5 Years	+1.20%	+0.85%	+0.65%	+1.00%	+0.75%	+1.15%
Median Age (U.S. Median: 38.5)	46.9	44.4	40.7	40.7	40.5	40.4
Median HH Income (U.S. Median: \$67,521)	\$77,875	\$70,758	\$59,019	\$63,745	\$60,497	\$58,090
Median HH Income % Above/Below Adjusted Cost of Living (Index: 108.5)	6.30%	-3.42%	-19.44%			
Spending Rec. Lessons (U.S Avg.: \$143)	\$170.14	\$152.06	\$120.82	\$128.17	\$119.08	\$109.65

# KEY DATA: DEMOGRAPHIC & SOCIOECONOMIC ANALYSIS

## KEY LOCAL DEMOGRAPHIC AND SOCIOECONOMIC INSIGHTS

While the goal of this assessment is not to compare The Hawk to the Costick Center, SFA recognizes that each of the definitions of success for this initiative point to the need to maximize the number of community members served while improving the financial performance of FHSS. As such, one of the key focuses of this study is to assess options for shifts in facilities and programs that ensure continuity of service, create efficiencies, and generate strategies that maximize Farmington Hills' and FHSS's resources; understanding the primary service areas for The Hawk and the Costick Center is necessary to inform those options.

SFA conducted an in-depth demographic and socioeconomic analysis of the local and sub-regional, and regional market. The goal of this portion of the analysis is to determine the key characteristics of the most regular users of The Hawk and the Costick Center. The information below compares the 10-minute drive time populations to establish who is served by each location and inform the potential for consolidating services at one location.

### POPULATION SIZE:

SFA uses drive times from the facilities to analyze the population of the possible participants. The primary service area (within the 10-minute drive time window) is made up of approximately 73,000 people at the Costick Center and over 115,000 people from The Hawk. SFA emphasizes the significant impact that the proximity to major interstate infrastructure can have on drive time-influenced datapoints. While the two sites are situated within a two-mile, five-minute drive of one another, **The Hawk connects 57 percent more people within a 10-minute drive than the Costick Center.**

### POPULATION TREND:

According to SFA's data source, the population is expected to slightly increase in the immediate area, with estimates of a 1.20-percent increase in the 10-minute drive time interval from The Hawk and a 0.95-percent increase in the 10-minute drive time interval from the Costick Center. As such, **over time The Hawk will connect to more than 57 percent more people than the Costick Center.**

### AGE:

The median age within all local drive time intervals is greater than the national median of approximately 38.5, which is expected given the overall makeup of Farmington Hills' population base. Surprisingly, however, **the 10- and 15-minute drive time populations of The Hawk have a higher median age than the Costick Center, which is the primary home of FHSS's 50 & Better programs and services.**

### MEDIAN HOUSEHOLD INCOME (ADJUSTED FOR COST OF LIVING):

The median household income levels in the local drive time intervals vary from site to site. Median household income from the Costick Center is 11.2 percent lower than the national median \$67,521 at the 10-minute drive time interval and 9.6 percent lower than the national median at the 15-minute drive time interval, after adjusting for the cost of living in Farmington Hills. Conversely, median household income from The Hawk is 6.3 percent higher than the national median at the 10-minute drive time interval and only 3.4 percent lower than the national median at the 15-minute drive time interval, after adjusting for the cost of living in Farmington Hills.

Given that revenue generation must be a focus when closing the financial gap, the fact that **The Hawk has higher income levels within its primary service area than the Costick Center** supports the strategies and opportunities to increase revenue.

### FEES FOR RECREATIONAL LESSONS:

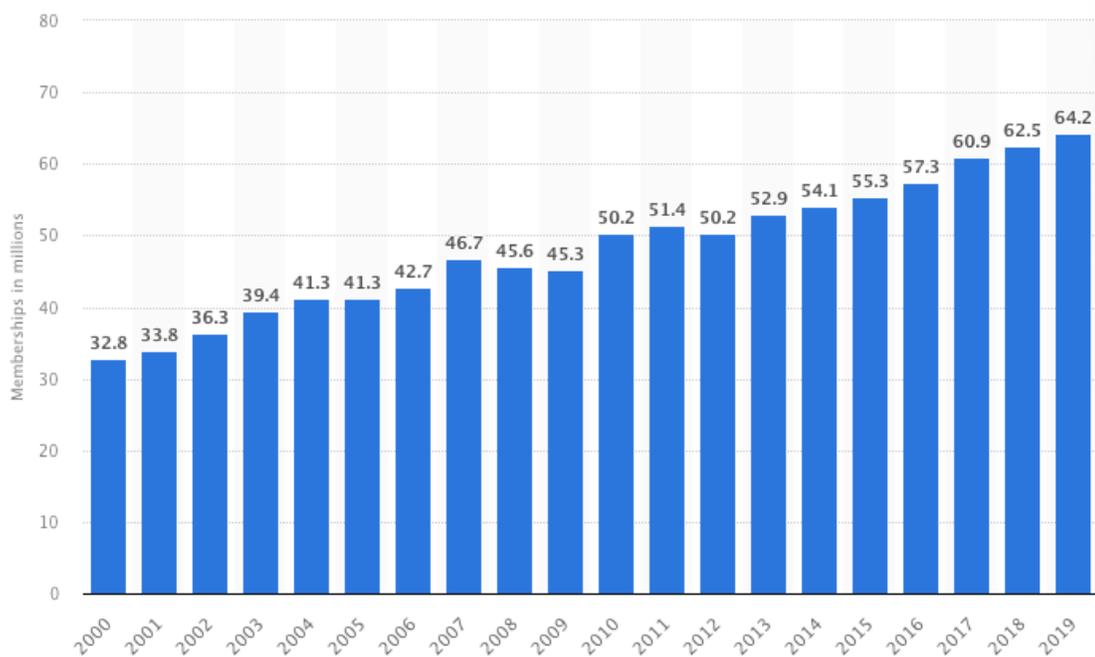
On a national average, people spend approximately \$143 per year to learn to play/participate in an activity. (Note: this is one of several spending categories that SFA evaluates, but this category is considered a leading indicator for spending on recreation services). Within a 10-minute drive time of the Costick Center, people spend more than \$8 less than national average. Within a 10-minute drive time of The Hawk, people spend more than \$27 more than national average. The difference of \$35.47 equates to **26.3 percent more money spent on recreational lessons by people within The Hawk's primary service area than that of the Costick Center.**

## KEY DATA: NATIONAL FITNESS TRENDS

As detailed in the “Program and Financial Analysis” section of this report, SFA recognizes membership-based fitness (including swimming) as the top opportunity for FHSS to increase revenue and close the financial gap. Long-term positive participation trends in the fitness industry as a whole support that assessment, and several additional industry data points reveal categorical and programmatic strategies that will help FHSS maximize its fitness-based membership programs.

To collect data and assess fitness opportunities, SFA analyzed fitness industry trends on a national level to understand the current state of the industry. SFA analyzed annual membership trends, participation rates for different sport and fitness activities, and fitness program trends.

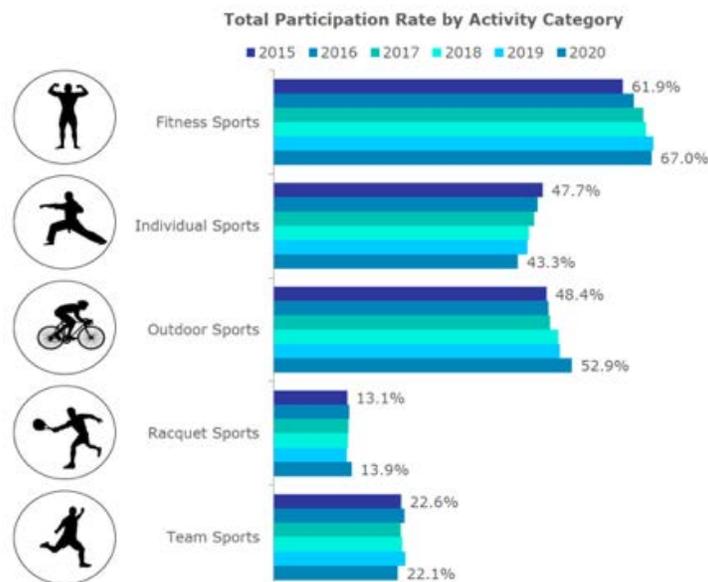
The following chart displays the total number memberships at fitness and health clubs from 2000 to 2019 to demonstrate a “pre-Covid” view of membership trends. “Post-Covid” trends are yet to be determined; 2020 and 2021 were significantly impacted by pandemic-related policies and closures, and industry data from 2022 has not been published as of the time of this report. That said, SFA has seen a rebound in its managed facilities and in client venues, and informed industry expectations point to a return to the pre-Covid trendline.



As demonstrated, in 2019 there were a total of approximately 64.2 million total memberships at fitness centers and health clubs in the United States. This number represents an increase of approximately 4.1 percent from 2015, with a three-year average annual growth of 2.7 percent. The total number of memberships at fitness and health centers has increased annually from 2012 to 2019.

## KEY DATA: NATIONAL FITNESS TRENDS

SFA also researched national participation rates for fitness and sports categories. The chart that follows displays participation rate trends for individuals six and older across various fitness and sport categories.



As the chart displays, fitness sports participation rates for individuals ages six and older is highest among all other sports categories. Total participation in fitness sports was approximately 67-percent in 2020.

The fitness industry is currently growing with the total number of memberships at fitness and health clubs increasing annually over the five years between 2015 and 2019, with the impact from the Covid-19 pandemic still to be fully determined in the years to come. However, SFA has observed decreases in membership rates in the full calendar years between 2020 and 2022 due to both temporary and permanent facility closures. The participation rates for fitness sports are still the highest among other sports categories.

After understanding national programmatic trends among core participants, SFA used survey data from the American College of Sports Medicine (AMCS) Health & Fitness Journal to understand the industry's top fitness program trends. SFA has included the top fitness trends AMSC identified below:

1. Wearable Technology
2. Home Exercise Gyms
3. Outdoor Activities
4. Strength Training with Free Weights
5. Exercise for Weight Loss
6. Personal Training
7. High Intensity Interval Training (HIIT)
8. Body Weight Training
9. Online Live and On-Demand Exercise Classes
10. Health/Wellness Coaching

SFA recommends that FHSS considers the trends above as it expands its existing fitness-based membership program, identifies opportunities to add programs and services, and identifies partners to contribute to the range of options and improve the financial performance of FHSS Recreation Programs.

## KEY DATA: SPORTS IN THE REGION

As part of the process of analyzing and making recommendations to optimize The Hawk and the Costick Center, SFA determined the total number of sports participants in the local market.

SFA calculates sports participation using a blend of national and regional sports participation rates as reported by the National Sporting Goods Association (NSGA) and the Sports and Fitness Industry Association (SFIA). The projections consider only active sports participants who play their respective sport in an organized format a specific number of times per year. The qualifying participation threshold varies by sport and is intended to separate casual participants from core participants; core participants are more likely to be customers at the facility because they play consistently enough to consider paying for and participating in an organized program on a regular basis.

The following table lists the “primary” fitness activities that either take place or may be expanded within the facility that most regularly drive a high volume and frequency of participants and events, as well as the number of potential participants that could be attracted from the local marketplace. The qualifying participation threshold varies by fitness activity and is intended to separate casual participants from regular or core participants.

### POTENTIAL CORE SPORTS PARTICIPANTS

Fitness Activity	Core Participation Rate	10 min. Participants	15 min. Participants	30min. Participants
<b>Basketball</b>	<b>6.15%</b>	<b>7,088</b>	<b>29,652</b>	<b>166,695</b>
<b>Volleyball</b>	<b>2.94%</b>	<b>3,385</b>	<b>14,159</b>	<b>79,600</b>
<b>Gymnastics</b>	<b>1.23%</b>	<b>1,413</b>	<b>5,910</b>	<b>33,226</b>
<b>Martial Arts</b>	<b>1.13%</b>	<b>1,307</b>	<b>5,470</b>	<b>30,750</b>
<b>Pickleball</b>	<b>0.84%</b>	<b>970</b>	<b>4,057</b>	<b>22,806</b>
<b>Futsal</b>	<b>0.77%</b>	<b>890</b>	<b>3,724</b>	<b>20,933</b>
<b>Cheerleading</b>	<b>0.75%</b>	<b>860</b>	<b>3,599</b>	<b>20,233</b>
<b>Wrestling</b>	<b>0.59%</b>	<b>677</b>	<b>2,832</b>	<b>15,921</b>
<b>TOTAL</b>	<b>14.40%</b>	<b>16,589</b>	<b>69,404</b>	<b>390,164</b>

SFA calculates the potential participants by multiplying each primary sport’s core participation rate with each drive time population. SFA notes that this calculation does not factor in existing service providers.

Based on local demographics and regional sports participation data, indoor courts serve the greatest portion of the existing participant base at 14.40-percent of the regional population. It is not likely that a facility will capture 14.40-percent of the regional population in their respective market, but the regional population figure means that this percentage of people is a much larger volume of participants than in other markets. This is a strong positive factor for facility operations in Farmington Hills. The flexible use of flat floor space can accommodate the largest variety of sports that includes the above listed activities, as well as other sports like fencing, and non-sport meetings and community gatherings.

In addition to the above insights, indoor sport assets can also accommodate a larger volume of year-round participants compared to outdoor assets considering the climate challenges that affect this market on an annual basis.

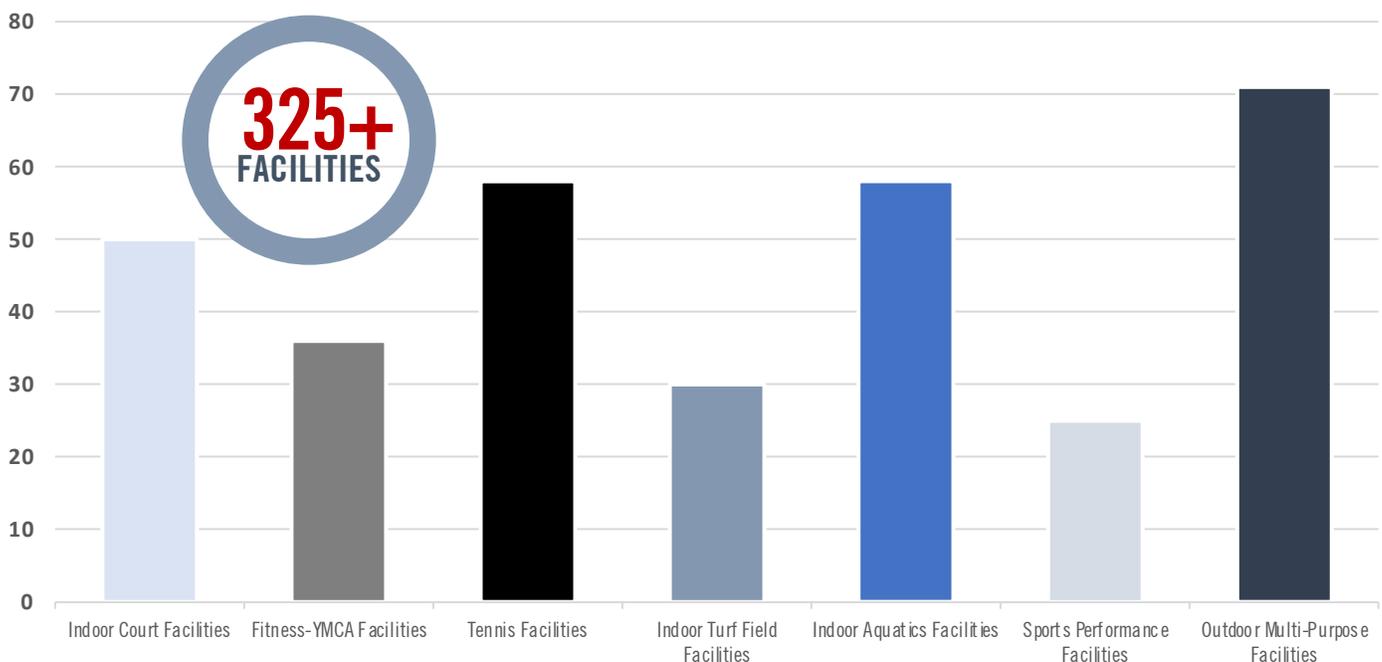
## KEY DATA: EXISTING SERVICE PROVIDERS - LOCAL

Based on the desire of the Client to optimize financial and operational performance of The Hawk and the Costick Center, SFA reviewed existing service providers in the market. SFA analyzed specific asset types based on the Client’s vision and direction for the facility. In addition, SFA conducted a standard review of the market to identify additional areas of focus for program growth in the market. SFA researched the following asset types in the greater Farmington Hills area:



- INDOOR COURT FACILITIES
- FITNESS-YMCA FACILITIES
- TENNIS FACILITIES
- INDOOR TURF FIELD FACILITIES
- INDOOR AQUATICS FACILITIES
- SPORTS PERFORMANCE FACILITIES
- OUTDOOR MULTI-PURPOSE FIELD FACILITIES

### EXISTING SERVICE PROVIDERS



## KEY DATA: EXISTING SERVICE PROVIDERS - LOCAL

The tables that follow show a sampling of the indoor court, indoor aquatic, fitness-YMCA, tennis, indoor turf, outdoor long field, sports performance facilities/providers identified by SFA. SFA identified these facilities as having similar assets or program offerings to The Hawk and the Costick Center. SFA has included an expanded list of facilities analyzed in the local market in the Appendix of this document.

Indoor Court Facilities	Drive Time (Minutes)	Indoor Aquatics Facilities	Drive Time (Minutes)
Get Skillz Basketball	14	LA Fitness	8
The Madonna Athletics Complex	18	Farmington Family YMCA	9
Adams Butzel Complex	19	LA Fitness	12
		Equinox Gym	14
		LA Fitness	15
Fitness-YMCA Facilities	Drive Time (Minutes)	Tennis Facilities	Drive Time (Minutes)
Planet Fitness	3	Orchard Ridge Campus Tennis Courts	5
Farmington Family YMCA	7	Woodbrooke Hills Swim and Tennis Club	6
LIFT Training	7	Franklin Athletic Club	7
Orangetheory Fitness - 14 Mile	7	Beechview Swim and Tennis Club	8
Franklin Athletic Club	7	Farmington High School Tennis Courts	9
The Edge Fitness Clubs	9	Tennis Courts - 23221 Power Rd	9
LA Fitness	9		
Indoor Turf Field Facilities	Drive Time (Minutes)	Outdoor Long Field Facilities	Drive Time (Minutes)
Total Sports Farmington	11	Pioneer Park	7
St. Joe's Sports Dome	13	Greenmead Field	12
Total Sports Novi West	13	Lone Pine Elementary School Field	12
Total Sports Novi East	14	Founders Sports Park	13
The Livonia Athletic District	18	St. Joe's Sports Dome – Outdoor Field	13
Athletic Sports Complex	19	Bicentennial Park	13
Elite Sportsplex	22	Pine Lakes Soccer Fields	13
Cricindo Indoor Sports Arena	23		

Sports Performance Facilities	Drive Time (Minutes)
Athlete Lab	11
Redline Athletics Farmington Hills	12
Michigan Elite Conditioning for Athletes	13
Impact Sports Performance	14
Kinesis Physical Therapy and Fitness	14
MercyElite Sports Performance	15
High Performance Training	15

## KEY DATA: EXISTING SERVICE PROVIDERS

SFA conducted additional analyses during the pro forma development to determine each competing facility's effect on the ability of both new and existing assets to achieve operational success. The facilities researched represent potential and existing competitors in the market that are currently hosting relevant programs, or other events that may impact the operations of The Hawk and the Costick Center.

The factors SFA used to perform this analysis include, but are not limited to:

### EXISTING SPORTS AND RECREATION INVENTORY:

SFA analyzed existing facility inventory in terms of the quantity of existing sports assets, the quality of those assets, and their proximity to critical supporting structures and businesses.

### PROXIMITY TO THE FACILITY:

SFA determined the proximity of existing sports and fitness assets to The Hawk and the Costick Center, recognizing that closer assets have a larger impact from a competitive standpoint than assets that are farther away.

### PRICING:

SFA examined the market prices of user fees, rental rates, registration fees, etc. to establish fair and top-of-market value for all relevant program rates.

### SEASONALITY:

SFA utilized its experience in managing similar facilities to determine the optimized seasonality for hosting programs and events.

### MARKETING REACH AND CAPTURE RATE:

SFA based the ability of a facility to effectively market and capture sports and fitness participants and events on market factors such as demographics and socioeconomics, competitive factors such as the quality of existing facilities in the region, and destination factors such as site accessibility and the reputation of the destination.

### PROGRAM MIX AND SERVICE OFFERINGS:

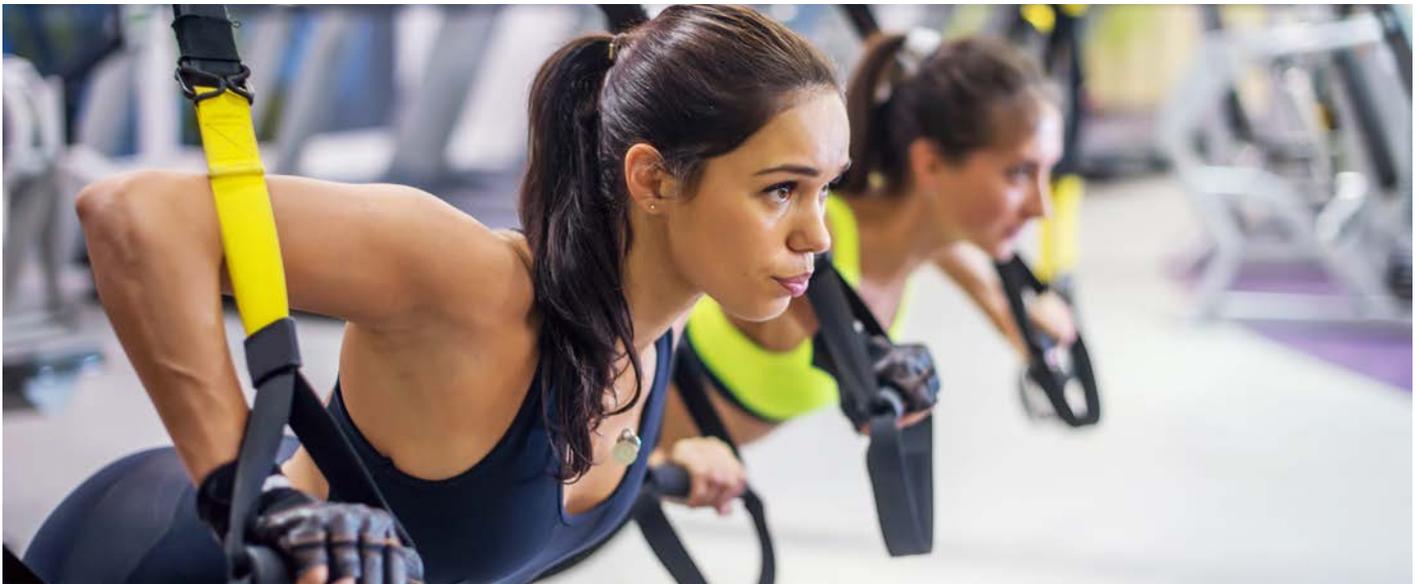
SFA created a financial forecast that reflects a robust, detailed set of revenue streams for the facility based on the type, size, quantity, and quality of assets.



## KEY DATA: EXISTING SERVICE PROVIDERS

### KEY INSIGHTS:

- The market for fitness facilities within the greater Farmington Hills area is highly-saturated and includes public and membership-based fitness and wellness facilities. While smaller-sized boutique fitness facilities exist and provide niche programs and services to specific users, large competitor facilities, with assets similar to The Hawk and the Costick Center (cardio and weight equipment, fitness classes, indoor aquatics, and court sports) provide a direct impact to potential membership recruitment and retention.
- The low presence of indoor court facilities within 15-minutes of The Hawk and the Costick Center may have a limited impact on the number of players that the facilities can expect to register for basketball and other court programs. Factors such as availability of coaches, popularity of basketball and other court-based sports, and the quality of the program can also play a role in determining league and program participation.
- The 10-minute and 15-minute drive time population can support aquatic, tennis, and other athletic space usage. Farmington Hills's higher than average population of 65+ correlates to the programming tailored for senior citizens, especially in aquatic fitness and therapy. Existing area aquatics providers operating within 20 minutes (12 providers ranging from 3-lane to 8-lane lap pools) of The Hawk may reduce participation levels.



# PHYSICAL ASSET BENCHMARKS & GAP ANALYSIS

## PHYSICAL ASSET BENCHMARKS & GAPS ANALYSIS OVERVIEW

Benchmarks in parks and recreation have evolved over time to reflect the changing needs and expectations of the public. While early 20<sup>th</sup> century parks and recreation facilities focused primarily on providing nature-based recreation opportunities for people in urban areas, benchmarks of the 21<sup>st</sup> century have shifted to a more holistic approach to parks and recreation that includes measuring the effectiveness of park and recreation programs, facilities, and services by using data-driven metrics to track and measure performance.

FHSS has expanded its parks, assets, and programs over a 45-year history to provide a comprehensive system that is tailored to the unique needs of the Farmington Hills community and provides access to passive and active parks, recreation elements, programs, and services. To better understand what is currently being provided and who is accessing these valuable parks, facilities, programs, and services, SFA completed an inventory analysis of the existing parks, programs, and services being offered by FHSS. By comparing existing assets and services to trends and future needs, FHSS will be able to adjust and modify assets, programs, and services to accommodate future trends and community needs.

FHSS oversees more than 650 acres, of which 552 acres are maintained by the Parks Maintenance Division. Farmington Hills' parks range in size and function, from Bond Field at just under two acres to the largest park in the system, Heritage Park, at over 200 acres. Each of these park assets contributes to the overall health, wellness, quality of life, and economic vitality of Farmington Hills residents and the surrounding community as parks are open and accessible to both residents and non-residents of Farmington Hills. FHSS parks and facilities include many flexible amenities, such as playgrounds, trails, and open space, that promote recreation, sports, gathering, and social activities.

SFA completed facility and program inventories assessment, detailed on the following page, as a baseline and then compared the existing inventory to future community needs based on projected population growth and shifting trends in athletic and non-athletic programs. FHSS's assets were compared to aspirational and existing metrics using national data from NRPA. The findings from this analysis form the basis for more holistic recommendations and next steps for the optimization of Farmington Hills Special Services related to facilities, programming, and financial operations.

# PHYSICAL ASSET BENCHMARKS & GAP ANALYSIS

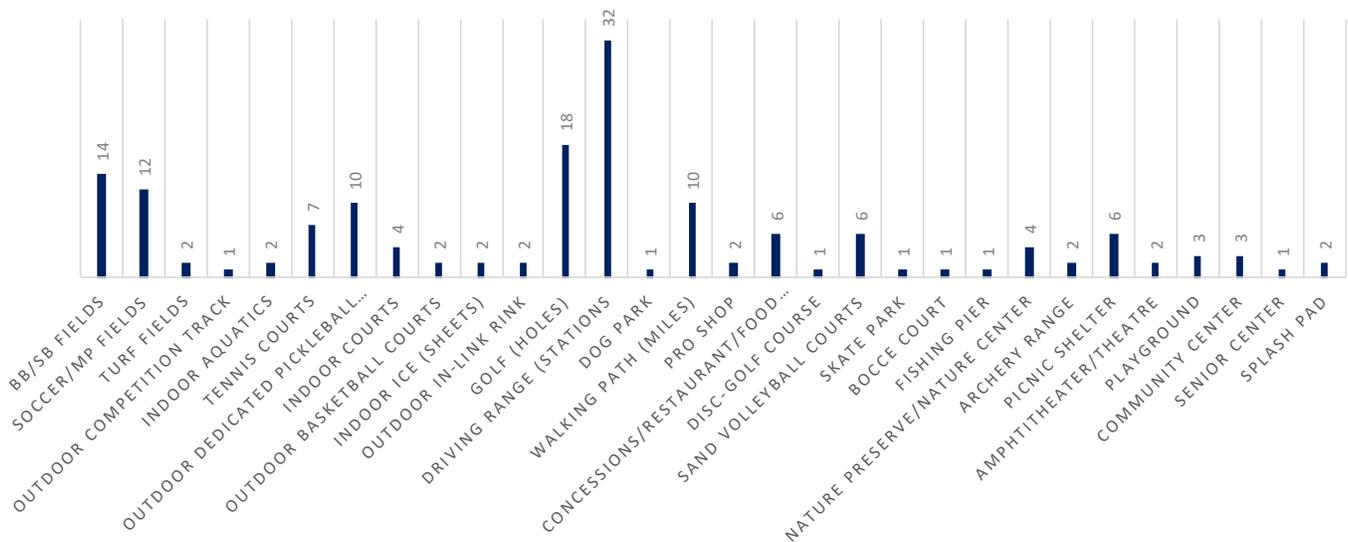
## EXISTING ASSETS – PARKLAND ACREAGE AND ASSETS BY TYPE

FHSS’s parks, facilities, programs, and services are provided to the community within the context of other related public and private offerings. To assess the community’s overall gaps in recreation service, the existing facility inventory was reviewed, a similar service providers inventory was developed, and community needs were informed using both benchmarks. The inventory review considered the total number of facilities that the FHSS manages and maintains but does not include those facilities that are accessible through shared used partnership with Farmington Public School District.

Additional open and natural space is provided by other partners with proximity to Farmington Hills. Maybury State Park in Northville (944 acres) and Carpenter Lake Nature Preserve (42 acres) in Southfield combine to provide over 980 acres of rolling terrain, native meadows, and woodlands. Since 1977, the City of Farmington Hills has maintained an agreement with the City of Farmington to maintain and schedule parks within the City of Farmington, thus expanding the footprint of maintained parks accessible to the community at large.

The chart below displays the total number of FHSS recreation and parks assets that are used for recreation and athletic programming. Some of these assets are grouped together in a single location. For instance, the 14 baseball/softball fields exist in five locations and the 12 multi-purpose fields are in four locations.

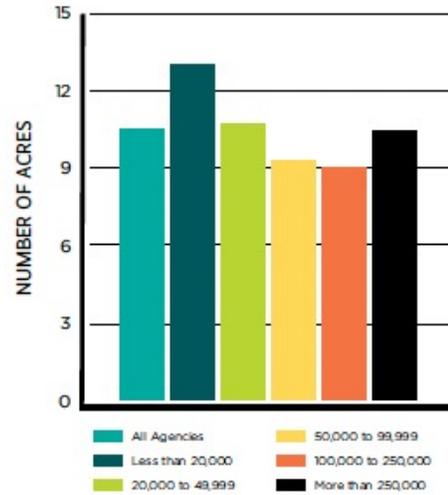
**FARMINGTON HILLS, MI - ASSETS BY TYPE**



# PHYSICAL ASSET BENCHMARKS & GAP ANALYSIS

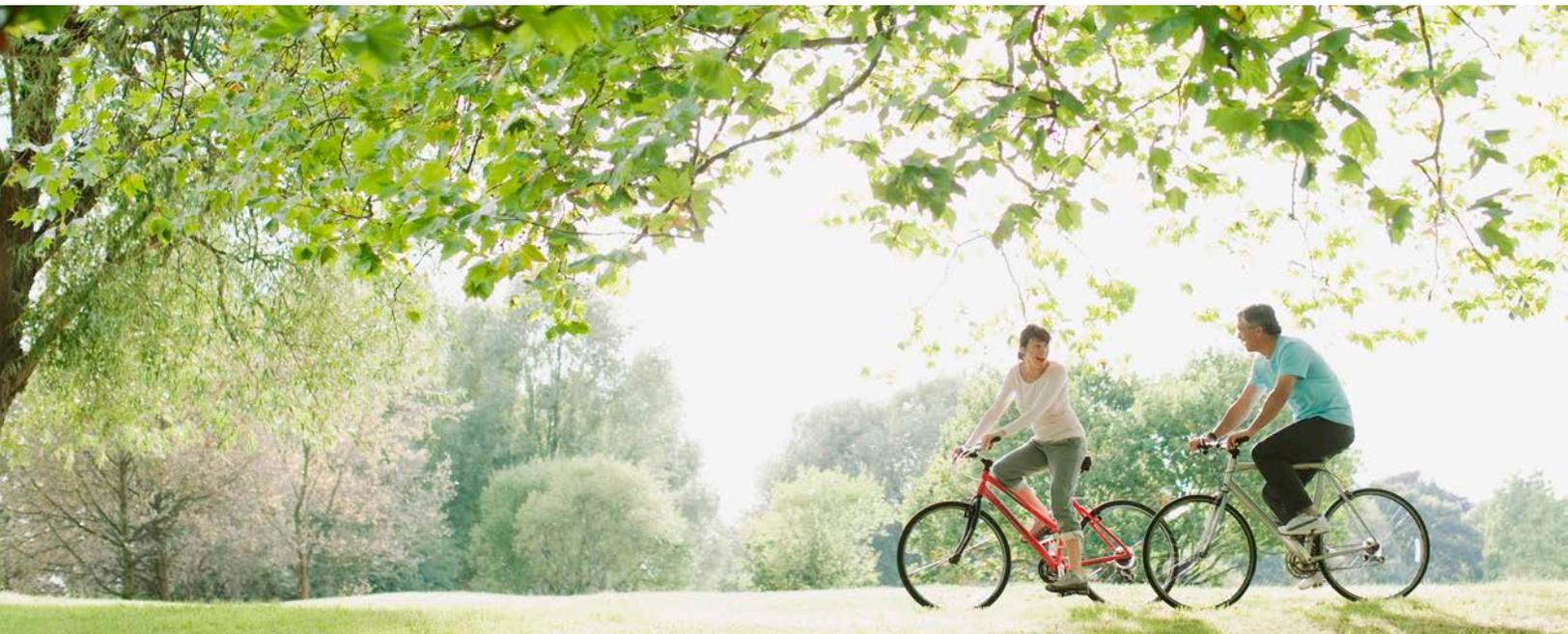
## ASSET BENCHMARKS – PARKLAND ACREAGE

Since 1914, parks and architectural professions have worked to develop estimates of park needs based on populations. While the standards have been modified over time, especially for densely populated cities, the benchmarks of today are widely recognized by parks, planning, and architectural governing boards and authorities. Understanding peer agencies and the prevalence per facility type provides more context regarding the types of facilities that are owned and operated by departments with a similar population size. According to the NRPA 2022 Agency Performance Review, which presents data from more than 1,000 unique park and recreation agencies across the United States as reported between 2019 and 2021, the median number of acres of parkland per 1,000 residents is 10.4 acres, while the average number of residents per park is 2,323.



	All Agencies	Less than 20,000	20,000 to 49,999	50,000 to 99,999	100,000 to 250,000	More than 250,000
Median	10.4	12.9	10.6	9.2	8.9	10.3
Lower Quartile	5.1	5.2	5.4	4.7	4.6	5.4
Upper Quartile	18.2	21.7	17.2	15.9	16.3	17.5

FHSS oversees approximately eight acres per 1,000 residents. The median number acres of parkland per 1,000 residents for agencies of similar population size (50,000 – 99,000) is 9.2 acres per 1,000 residents. As such, Farmington Hills has slightly less than the national median for comparably sized communities. However, when including the park acreage of Maybury State Park and Carpenter Lake Nature Preserve, Farmington Hills residents have nearby access to nearly 20 acres of parkland per 1,000 residents, which is significantly more parkland than the median and is in the upper quartile of comparably sized communities.



# PHYSICAL ASSET BENCHMARKS & GAP ANALYSIS

## ASSET BENCHMARKS – GAP ANALYSIS

2022 NRPA benchmarks also demonstrate that a typical park and recreation agency has one playground for every 3,750 residents, one basketball court for every 7,403 residents, one outdoor tennis court for every 5,608 residents, one dog park for every 43,586 residents, etc. SFA compared the population of Farmington Hills and the number of assets to the range of assets per resident by jurisdiction for peer agencies to identify surpluses and deficits of assets. The following tables demonstrates which asset types exceed the benchmarks (in green) and which assets fall below the benchmarks (in orange).

Local Facility Asset Gap Analysis - National Benchmark

	BB/SB Fields	Soccer/MP Fields	Indoor Aquatics	Tennis Courts	Outdoor Dedicated Pickleball Courts	Indoor Courts	Outdoor Basketball Courts	Indoor Ice (Sheets)	Outdoor Ice Rink	Golf (Holes)	Driving Range (Stations)	Dog Park	Nature Preserve/Nature Center	Amphitheater/Theatre	Community Center	Fitness Centers	Senior Center
Farmington Hills Population (2022)	83,986	83,986	83,986	83,986	83,986	83,986	83,986	83,986	83,986	83,986	83,986	83,986	83,986	83,986	83,986	83,986	83,986
National Benchmark Population per Asset for Jurisdiction less than 99,999 (2022)	8,095	13,151	60,495	6,413	11,999	33,040	8,477	52,233	28,000	71,870	9,267	56,084	72,210	60,477	44,933	40,946	71,927
National Benchmark: Number of Assets Needed	10.4	6.4	1.4	13.1	7	2.5	9.9	1.6	3	1.2	9.1	1.5	1.2	1.4	2	2	1.2
Actual Number of Assets	14	12	2	7	10	4	2	2	2	1	32	1	4	2	3	1	1
Gaps/Surplus in Number of Assets	3.6	5.6	0.6	-6.1	3	1.5	-7.9	0.4	-1	-0.2	22.9	-0.5	2.8	0.6	1	-1	-0.2

As demonstrated, FHSS has a small deficit compared to benchmarks for outdoor ice rinks, golf holes, dog parks, fitness centers, and senior centers; a larger deficit exists for tennis courts and outdoor basketball courts. That said, it should be understood that surpluses and deficits of physical assets do not necessarily equate to access to services provided. As an example, SFA notes that while there is a small deficit in the number of senior centers, FHSS offers a robust and comprehensive set of programs and services to its 50 & Better population, including several that are uncommon amongst peer agencies (e.g. tax support services and respite care).



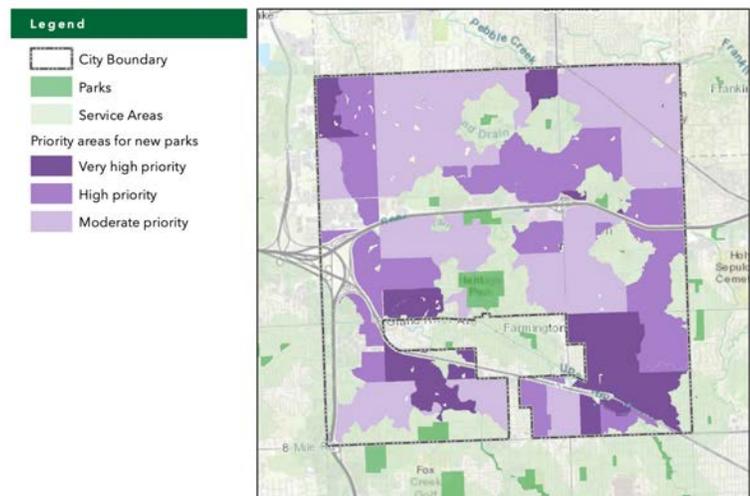
# PHYSICAL ASSET BENCHMARKS & GAP ANALYSIS

## GAP ANALYSIS – ACCESS TO ASSETS

The Trust for Public Land’s (TPL) ParkServe system shows that 20 percent of the population of Farmington Hills lives within a 10-minute walk of publicly-owned parks, trails, open-space, school recreation assets available for public use, and/or privately-owned assets managed for full public use. While this measure is below TPL’s stated average of 55 percent of populations living within a 10-minute walk of a park, considerations for population density, the geographic size of the Farmington Hills, and availability of land that can be used for parks and recreation/athletic/wellness/arts/nature-based assets must be considered when evaluating service and developing recommendations for improvement.

Using TPL’s data, the map to the right shows the geographic boundaries of Farmington Hills and demonstrates the areas within Farmington Hills that should be considered locations of moderate, high, and very high priority for improved walkable access to parks and recreation assets.

As outlined in the map legend, the light green areas show service areas from which a park and/or recreation asset exists within a 10-minute walk. The purple areas show locations from which there is no park and/or recreation asset with a 10-minute walk, with darker purple areas representing areas of the highest need/priority.



Given the goals of this optimization assessment and the need to close the existing financial gap between FHSS revenue and expenses, SFA considers this information most useful for future discussions related to expanded service areas. For the immediate future, SFA has identified four primary insights related to this information:

- Given Farmington Hills’ population density, geographic size, and availability of land, SFA believes that there is an opportunity to improve the current walkable access metric but does not expect Farmington Hills to be able to or need to seek TPL’s 55 percent average.
- If Farmington Hills and FHSS desire to improve walkable access, SFA recommends seeking partners and/or supporting independent, unaffiliated, non-competitive service providers to develop options in priority areas.
- The geographic location of The Hawk – which is near the center of Farmington Hills - and the current/potential future variety of assets, programs, and services offered at the facility, The Hawk is ideally located to serve as the central hub for recreation, athletic, wellness, and arts activities.
- Because FHSS offers transportation options for residents – particularly grant-supported transportation for seniors – walkable access is less important than the programming mix at existing FHSS locations.

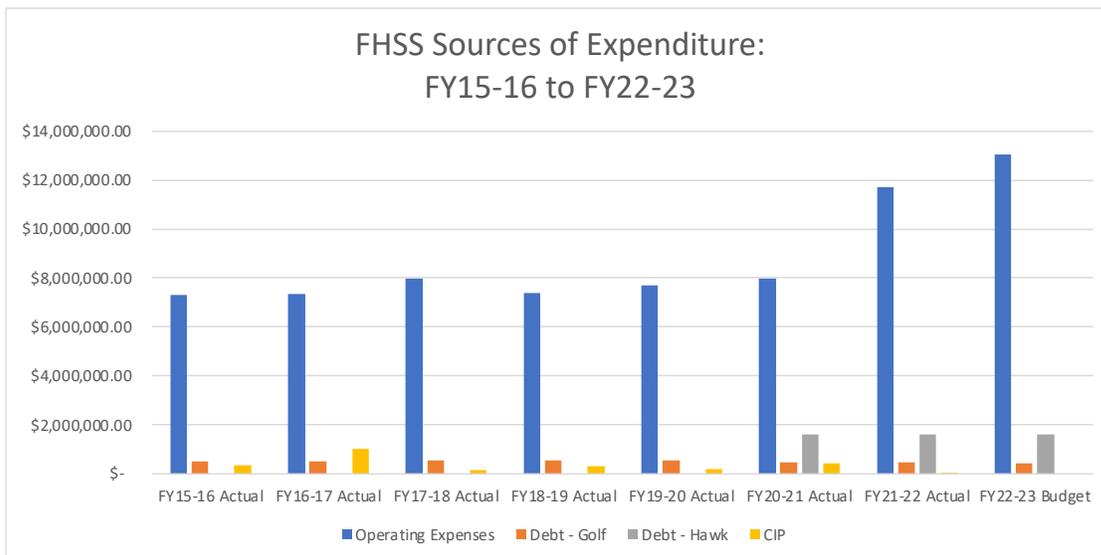
# FINANCIAL PERFORMANCE HISTORY

SFA reviewed comprehensive historical financial data from FHSS from FY15/16 to FY22/23. To accurately measure FHSS financial performance, SFA evaluated earned revenue (revenue from paid programs and services), transfers from the park millage, operating expenses, debt service obligations and FHSS’s capital improvement plan (CIP).

FHSS’S ANNUAL FINANCIAL SUBSIDY REQUIREMENT HAS GROWN FROM AN AVERAGE OF \$2.6 MILLION PER YEAR BEFORE THE HAWK WAS PURCHASED TO OVER \$6.2 MILLION IN FY22-23.

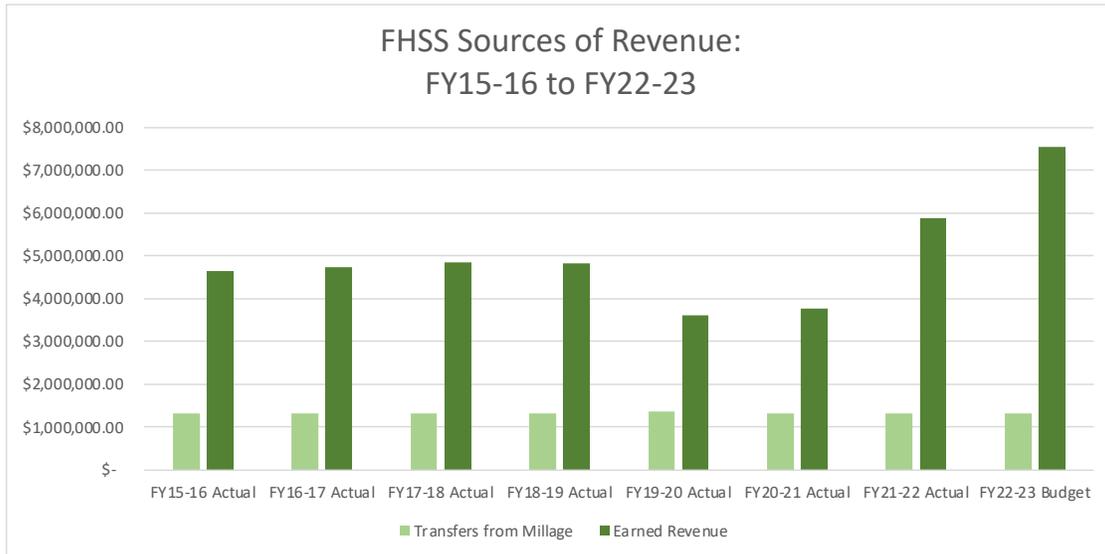
As outlined in this section, SFA has performed a detailed analysis of FHSS’s revenue and expenses. It should be noted that in the evaluation of historic financial performance, SFA has not included revenue and expenses from grants because of variances in reporting and grant funding. Grant revenues and expenses (which are offsetting) have been integrated into SFA’s comprehensive analysis of the FY 22-23 budget and in its five-year outlook, both of which are included later in this report.

As demonstrated in the chart below, FHSS’s operating expenditures (in blue) have increased from approximately \$6.6 million in FY15-16 to a projected \$13.7 million in FY22-23. While annual increases in expenses related to utilities, staffing, etc., the marked operating expense increase is primarily due to the operation of The Hawk as reflected in the FY 21-22 and FY 22-23 expenses. Adding debt for the golf course (in orange), debt for The Hawk (in gray beginning in FY 20-21), and the CIP (in yellow), FHSS’s total expenditures have increased from approximately \$8.2 million in FY15-16 to approximately \$15.1 million in FY 22-23.

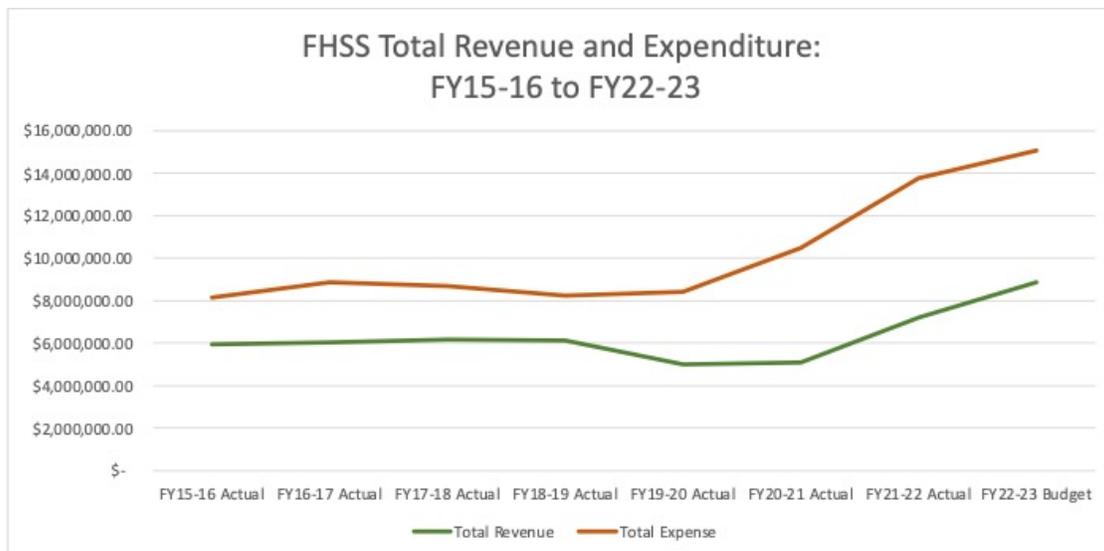


# FINANCIAL PERFORMANCE HISTORY

Over the same period of time and as demonstrated in the chart below, FHSS’s earned revenue has grown from approximately \$4.6 million in FY15/16 to a projected \$7.5 million in FY22/23. Transfers from the park millage has remained constant at approximately \$1.3 million. In total, FHSS’s revenue has increased from approximately \$6.0 million in FY15/16 to a projected \$8.9 million in FY22/23.

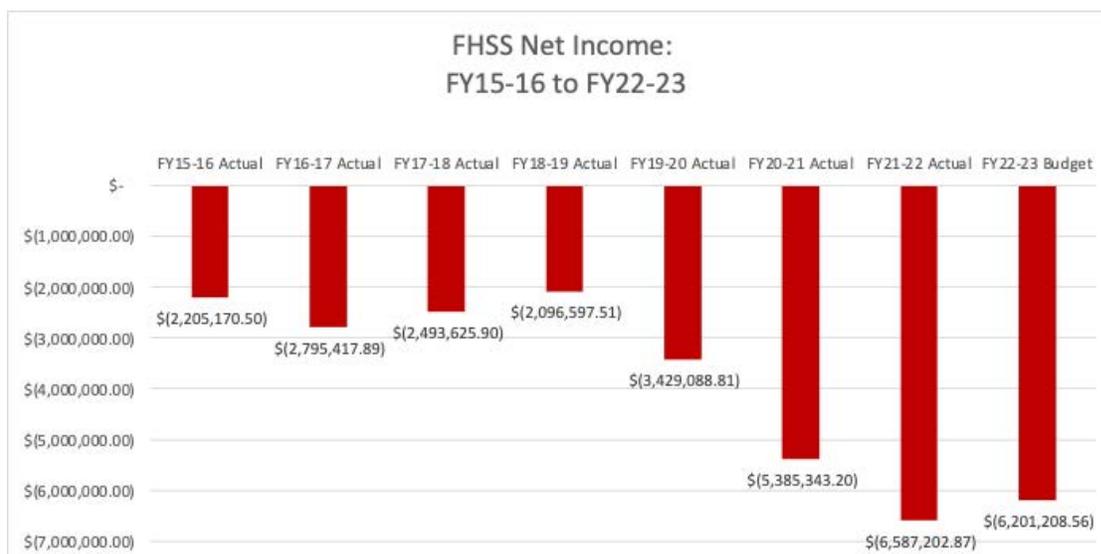


To help visualize financial performance changes over time, the chart below shows total revenue and total expense from FY 15-16 to FY 22-23. This graphic clearly displays the widening gap between revenue and expenses beginning in FY 18-19 through FY 22-23, though it should be noted that FHSS’s budget for FY 22-23 plans for the financial gap to close by approximately \$343,000 versus FY 21-22, which is a positive indicator for the overarching financial performance of FHSS and is notably supported by improved operating strategies and maturation of program and services offered at The Hawk.



# FINANCIAL PERFORMANCE HISTORY

To summarize this section, net income (total revenue minus total expenses) should be considered the most important measure of FHSS’s historic financial performance. As demonstrated in the chart below, FHSS’s net income has declined from approximately -\$2.2 million in FY 15-16 to approximately -\$6.2 million in FY 22-23.



As stated by the Project Team, the net income position of FHSS since The Hawk was purchased is not sustainable. In order to balance the City’s budget, strategies must be identified and executed to close FHSS’s financial gap, with a goal of limiting the annual subsidy as much as possible within the next five years and a requirement to reduce the annual subsidy to an amount equal to or less than the average subsidy required before The Hawk was purchased, which was approximately \$2.6 million from FY 15-16 to FY 19-20.

## STRATEGIES FOR EVALUATION

SFA identified the following strategies for evaluation in the effort to create a path to closing FHSS’s financial performance gap. Each of these strategies has been detailed in the sections that follow, and the financial impact of executing those strategies has been forecasted in SFA’s Five-Year Financial Outlook.

- Assess The Hawk and the Costick Center for facility-based changes and/or improvements.
- Assess The Hawk and the Costick Center for alternative facility options that reduce the requirement for improvements and reduce the cost of operations.
- Identify opportunities to improve participation in revenue-generating programs.
- Identify opportunities to increase user fees for paid programs and services.
- Identify realistic cost recovery targets that can be achieved to improved the profitability of revenue-generating programs and services
- Identify partners to support, add to, or replace FHSS services that do not support the goal of closing the financial gap.
- Identify and contract programs offered by FHSS and/or departments within FHSS that require a subsidy and therefor do not support the goal of closing the financial gap.
- Identify administrative expenses that can be reduced without interrupting programs and services provided by FHSS.

# PROGRAM ANALYSIS

SFA conducted a detailed assessment of programs and services offered by FHSS at The Hawk and the Costick Center to support in identifying strategies to increase participation, increase user fees over time, and develop partnerships that support the goals of this initiative.

## 50 & BETTER PROGRAMS

FHSS provides valuable services, including congregate and home-bound meals, transportation, recreation programs, and social services for individuals 50 & Better. Senior specialized programming also includes lessons, water therapy, aqua fitness and developmental swim team for all abilities. The Costick Center is the home base for most of these programs and is a unique asset that has served the Farmington Hills and adjacent communities for 60 years. Based on NRPA benchmarking, the population of the Farmington Hills is currently slightly underserved (-0.2) with a single dedicated asset that serves the existing 50 & Better/senior population of Farmington Hills and surrounding areas. Based on the projected 1.2% growth in population, this minor deficit is not anticipated to change within the next five years and Farmington Hills seniors will continue to need specialized recreation and wellness services.

While programs for 50 & Better users are mainly scheduled and completed at the Costick Center, programs for this age range also take place within The Hawk, with other service providers either at FHSS facilities, or through similar external service providers at locations not programmed or maintained by FHSS. The following chart provides a list of programs being offered either by FHSS at The Hawk or the Costick Center, as well as contracted programs located within FHSS facilities, and services provided within the community by external service providers. This list is intended to detail the main categories of program types (active recreation/fitness, passive recreation, health & wellness, social service, and specialty programs).

Senior/50 & Better Programs	Farmington Hills Special Services Programs (HAWK or other facilities)	Costick Center	Contracted Programs at FHSS Facilities	Similar External Service Providers
Arts & Crafting Classes	✓	✓		✓
Arts & Crafts Social Groups/Sewing/Quilting		✓		✓
Aqua Exercise	✓	✓		✓
Athletic Leagues	✓			
Athletic Groups - Cycling		✓		
Athletic Classes - Archery	✓			
Continuing Ed. - Computer Classes		✓		✓
Continuing Ed. - Language Classes		✓		
Continuing Ed. - Other	✓	✓	SOAR @ HAWK	
Fitness Programs - Stretch & Tone/Low-Impact	✓	✓		
Fitness Programs - Yoga/Chair Yoga	✓	✓		
Fitness Programs - Cardio-Dancing		✓	✓	✓
Fitness Programs - Indoor Walking Club				
Fitness Programs- Tai Chi		✓		
Fitness Programs - Zumba	✓			✓
Fitness Programs - Balance/Mobility		✓		✓
Health & Wellness - BP Checks		✓		✓
Health & Wellness - General Programs	✓	✓		✓
Nutrition/Lunch		✓		
Off Site/Excursions		✓	SOAR @ HAWK	✓
Social Programs - Shared Interest Clubs		✓	SOAR @ HAWK	✓
Social Programs -Bridge/Canasta/Card Games		✓		✓
Social Programs - Scrabble/Word Games		✓		✓
Social Programs - Bingo		✓		✓
Social Programs - Other	✓	✓		✓
Social Services - Support/Assistance		✓		✓
Specialty Programs - Demonstrations/Ed.		✓		✓
Specialty Programs - Life Planning		✓		
Specialty Art Programs - Flower Arranging, Ceramics, Printing	✓	✓		✓
Support Groups		✓		✓
Transportation		✓		

# PROGRAM ANALYSIS

The need for 50 & Better/senior citizen programs is likely to increase in the future as the population of senior individuals continues to grow. According to the US Census Bureau, the population of American aged 65 and over is projected to double by 2050. This will create an increased demand for senior specific programs and services.

## RECREATION PROGRAMS

Recreation programmatic growth within the Farmington Hills Special Services increased significantly with the purchase and development of The Hawk. FHSS has expanded program offerings from traditional athletics to membership fitness, specialized classes, camps, clinics, cultural arts, and additional aquatics lessons, classes, parties, and events.

Department expansion to new specialties, including makerspace programs, cultural arts and theatre program, and expanded fitness, athletic, and aquatics programs has taxed the department to provide a greater volume of programs. The chart to the right notes the fitness programs offered by Farmington Hills Special Services, as well as those fitness services available within the community by similar external service providers. The availability of fitness program offered by both public and private entities within the greater Farmington Hills area provides a diverse range for participants of all skill levels. Potential areas of expansion to remain market competitive include wearable fitness technology, potential licensure/certification opportunities for fitness professionals, and sports specific training.

Indoor Fitness Programs	Farmington Hills Special Services Programs	Similar External Service Providers
<i>High Intensity Interval Training (HiIT)</i>	✓	✓
<i>Group Training</i>	✓	✓
<i>Wearable Technology</i>		✓
<i>Body Weight Training</i>	✓	✓
<i>Strength Training</i>	✓	✓
<i>Educated, Certified, Experienced Fitness Professionals</i>	✓	✓
<i>Yoga</i>	✓	✓
<i>Personal Training</i>	✓	✓
<i>Fitness Programs for Older Adults</i>	✓	✓
<i>Functional Fitness</i>	✓	✓
<i>Group Personal Training</i>	✓	✓
<i>Flexibility &amp; Mobility</i>	✓	✓
<i>Licensure for Fitness Professionals</i>		
<i>Circuit Training</i>	✓	✓
<i>Wellness Coaching</i>	✓	✓
<i>Core Training</i>	✓	✓
<i>Sport Specific Training</i>		✓
<i>Group Cycle</i>	✓	✓
<i>Group Fit Box/KB</i>		✓
<i>Group Dance Fit</i>	✓	✓
<i>Martial Arts</i>	✓	✓

# PROGRAM ANALYSIS

## MEMBERSHIP AND UTILIZATION

While participation within 50 & Better programs have been slower to return, as compared to other age ranges and types of activities throughout the country post-Covid19, month-over-month growth at the Costick Center from FY19/20 compared to FY21/22 indicates a steady return beginning in March 2022. Each program area, with the exception of transportation, chore, aquatics, clubs, services and specialty activities and classes, has increased program growth. The following chart details program participation at the Costick Center pre-Covid (FY19/20) and post-Covid (FY21/22). Since the expected growth of the senior citizen population in Michigan over the next 10 years is projected to increase at a higher rate than the national average (MI 18.7%, US average 17.7%), SFA expects a continued demand for programs and services by this population.

	Card Swipe	Nutrition	Outreach	Trips & Travel	Senex	Transportation	Chore	Aquatics	Exercise	Clubs	Special Events	Service	Support Groups	Dance	Activities, Speaks, Classes	Month
Jul-19	1412	9502	841	22	150	1599	10	1118	1302	507	174	41	56	82	528	17344
Aug-19	1390	9783	732	17	194	1852	8	915	1150	550	76	31	52	93	384	17227
Sep-19	1373	9469	846	16	159	1745	12	1063	1088	449	336	27	72	50	838	17543
Oct-19	1486	9875	964	6	191	1604	7	1163	1395	709	162	52	62	116	798	18590
Nov-19	1287	8806	1032	20	151	1479	21	852	1198	399	297	29	31	85	411	16098
Dec-19	1120	8841	1777	6	154	1517	8	695	884	576	237	36	25	65	190	16131
Jan-20	1296	9335	497	0	174	1688	7	1007	1059	552	76	36	21	107	283	16138
Feb-20	1369	8473	512	6	112	1496	8	1935	2154	1034	303	374	53	235	836	18900
Mar-20	687	9208	1137	7	70	1092	5	220	458	131	200	147	31	62	53	13508
Apr-20	0	7932	1022	0	0	320	4	0	0	0	0	0	0	0	0	9278
May-20	0	8163	1015	0	0	388	5	0	0	0	0	0	0	0	0	9571
Jun-20	0	8976	954	0	0	509	4	0	0	0	0	0	0	0	0	10443
<b>FY19/20 Total</b>	<b>11420</b>	<b>108363</b>	<b>11329</b>	<b>100</b>	<b>1355</b>	<b>15289</b>	<b>99</b>	<b>8968</b>	<b>10688</b>	<b>4907</b>	<b>1861</b>	<b>773</b>	<b>403</b>	<b>895</b>	<b>4321</b>	<b>180771</b>
Jul-21	328	9020	1841	7	0	328	1	565	960	61	6	0	30	309	10	13466
Aug-21	488	9292	1534	9	0	602	0	616	873	50	52	0	36	275	15	13842
Sep-21	783	8882	1401	11	0	673	1	736	1101	184	552	0	38	249	195	14806
Oct-21	916	8888	1942	10	0	719	2	963	916	189	58	143	42	289	225	15302
Nov-21	1154	8575	1811	23	0	733	18	753	1265	175	228	0	46	437	249	15467
Dec-21	1083	9539	2346	8	0	626	5	404	1020	152	394	0	49	367	250	16243
Jan-21	933	8564	914	1	0	634	4	622	908	149	61	0	41	411	287	13529
Feb-22	974	8176	1127	4	0	583	3	506	941	133	110	121	34	260	269	13241
Mar-22	1596	9831	1407	8	0	546	5	749	1601	219	515	164	164	330	385	17520
Apr-22	1348	9230	1651	11	20	587	0	794	1112	179	66	70	57	383	353	15861
May-22	1304	9390	1798	0	58	872	2	733	1182	173	162	3	53	366	263	16359
Jun-22	1235	9669	1703	17	53	795	2	558	901	137	303	2	40	385	244	16044
<b>FY21/22 Total</b>	<b>12142</b>	<b>109056</b>	<b>19475</b>	<b>109</b>	<b>131</b>	<b>7698</b>	<b>43</b>	<b>7999</b>	<b>12780</b>	<b>1801</b>	<b>2507</b>	<b>503</b>	<b>630</b>	<b>4061</b>	<b>2745</b>	<b>181680</b>

## POTENTIAL PROGRAM PARTNERS

In an effort to improve effectiveness and the participant reach of programs and services, reduce department resources associated with specific programs, strengthen program expertise, and deliver high-quality programs, FHSS may want to partner with outside organizations to leverage another organization's strength in expertise and service delivery, while sharing resources and reducing individual program costs. The following entities may be potential program partners with FHSS regarding aquatics, youth, recreation, and senior specific programs.

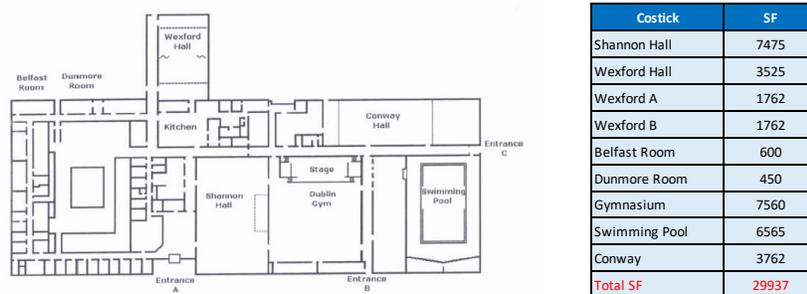
Organization/Facility	City, State	Activities/Classes/Programs/Services Offered
Farmington Family YMCA	Farmington Hills, MI	Aqua Aerobics, Aqua Deep Fitness, Adult Swim, Silver Sneakers
South Oakland Family YMCA	Royal Oaks, MI	Water Fitness
Birmingham Family YMCA	Birmingham, MI	Water Exercise/Fitness
Chefs for Seniors of Metro Detroit	Northwest Metro Detroit	Home meal delivery service (works with Medicare and Insurance providers)
Michigan Arts and Cultural Council	Lansing, MI	Grants and policy development related to arts and culture
Michigan Health Endowment Fund	Brighton & Lansing, MI	Grants up to \$500,000 to improve access to care and build culture of emotional support for older adults
Blue Cross & Blue Shield of Michigan	Detroit, MI	Grants to agencies that address wellbeing and social determinants of health barriers
Michigan Municipal League Foundation	Ann Arbor, MI	Bridge Builder Grants for community building events and programs
Farmington Youth Assistance	Farmington, MI	Youth counseling/casework and referral services for students under age 17
The Judson Center	Flint, MI	Therapeutic, behavioral, and support for ASD individuals and their families
Oakland Family Services	Pontiac, MI	Prewschool and specialized services for youth
Oakland Livingston Human Services	Oakland/Livingston Counties, MI	Early education, food and nutrition, older adult programs
Great Lakes Adaptive Sports Association	Lake Forest, IL	Inclusive recreation, fitness and competitive sports provider

# EXISTING AND NEW FACILITIES ASSESSMENT

During stakeholder engagement sessions conducted by SFA, users and stakeholders indicated that they perceive The Hawk and the Costick Center to be well-maintained. However, facility condition assessments completed by Accruent (2018) and Councilman-Hunsaker (2022 Costick Pool Audit) include numerous short and long-term (five-years from report date) maintenance and operational systems needs that will require substantial financial resources to complete. The following section outlines SFA’s recommendations related to the conditions associated with The Hawk and the Costick Center physical complex/facility. As outlined in the RFP, SFA focused primarily on existing facilities and strategies for The Hawk and the Costick Activities Center only.

## COSTICK CENTER PROGRAM SPACE CONDITION ASSESSMENT

The Costick Center, located at 28600 W. Eleven Mile Road, includes approximately 29,937 SF of program space, including Shannon Hall, Conway Hall, Wexford Hall, Dublin Gym, Belfast room and the indoor pool. Additional program space includes smaller programs rooms, offices, and the commercial kitchen, which produces both congregate and homebound meals/Meals on Wheels. The entire footprint of the Costick Center is 65,000 SF and was originally built in 1963. The Costick Center facility layout and main program spaces are noted below.



In 2018, the Accruent Facility Condition Assessment noted that the Costick Center included the highest Facility Condition Index (FCI) of all the assets assessed. Accruent also noted that the Costick Center FCI is 0.54, which is a “value considered indicative of a building in ‘Poor condition, with numerous Systems, due primarily to age, in need of renewal.’” The estimate for repairs renewals at the Costick Center, provided by the 2018 Accruent Assessment in 2018 was \$12.9M and did not include a cost to renovate the locker rooms, which are in need of significant improvements.. This was the highest level of investment needed for any City of Farmington Hills asset included in the study.

The systems groups identified by Accruent in need of repairs and renewals within five years of the inspection date include the electrical system, equipment and furnishings, exterior enclosure, HVAC systems, interior construction and conveyance, plumbing system, site, special construction, and structure. The largest group expenditure identified is within the electrical system and includes items such as branch wiring, lighting fixture, and the fire alarm system. In addition, systems that are noted to have reached or exceeded their useful service life and as a result should be replaced in their entirety include the hot water boilers (1985 and 1989 installations), the chiller and associated heating and chilled water pumps, original air handlers, the exhaust systems associated with the kitchen and pool mechanical room, ductwork throughout the building, as well as branch wiring and others. Accruent notes that “risk of sudden failure may occur that could render the use of a facility unacceptable.”

## EXISTING AND NEW FACILITIES ASSESSMENT

The following is the summary chart included in the 2018 Accruent Assessment and notes the system renewals and/or replacements needed within one, two, and five years of the inspection.

Costick Center System Group	Priority 1 Due within 1 Year of Inspection	Priority 2 Due within 2 Years of Inspection	Priority 3 Due within 5 Years of Inspection	Total
Electrical System	\$1.3m	\$1.1m	\$1.7m	\$4.1m
Equipment and Furnishings	\$0.0m	\$0.0m	\$0.2m	\$0.2m
Exterior Enclosure	\$0.0m	\$0.0m	\$1.6m	\$1.6m
HVAC System	\$1.6m	\$0.0m	\$0.9m	\$2.5m
Interior Construction and Conveyance	\$0.0m	\$0.0m	\$0.7m	\$0.7m
Plumbing System	\$0.0m	\$0.1m	\$1.5m	\$1.6m
Site	\$0.0m	\$0.0m	\$0.0m	\$0.0m
Special Construction	\$1.3m	\$0.0m	\$0.6m	\$1.9m
Structure	\$0.2m	\$0.0m	\$0.0m	\$0.2m
<b>Total</b>	<b>\$4.4m</b>	<b>\$1.3m</b>	<b>\$7.2m</b>	<b>\$12.9m</b>

\*Chart included in 2018 Accruent Report

### COSTICK CENTER SWIMMING POOL CONDITION ASSESSMENT

The Costick Center swimming pool, which is a 25-yard five lane lap pool, is approaching 60 years of age and has seen significant use during its time. While the swimming pool was on par with industry standards when it opened circa 1963, many new features, attractions, building and health codes have changed significantly. As pools age, they tend to require more regular care to remain open. The Costick Center swimming pool is showing significant signs of age, particularly in the mechanical room, water leakage through fittings, perimeter overflow system and main drain piping, and with the water circulation flow rate. Councilman-Hunsaker typically advises owners and operators to expect the lifespan of an indoor aquatic facility to be in the range of 40-60 years, depending on a variety of factors including quality of construction, the presence of a preventative maintenance plan, climate, amount of use, etc. The repairs and renovations outlined in the Councilman-Hunsaker report could potentially extend the lifespan of the pool for another 10 – 15 years. However, if the facility does not undergo a substantial renovation or replacement within the next few years, the City can expect to see regular capital costs associated with the pool's continued operation. The chart below details the estimate provided by Councilman-Hunsaker.

Costick Facility Investment Needs	Total
Immediate Needs	\$73,510
Future Needs -Circulation System Update + Pool Gutter Replacement	\$392,000
Pool Structure Investigation	TBD
Alternate: CO2 -pH Buffer System	\$10,000
Contingency	30%
2022 Counsilman-Hunsaker - FCI	\$605,163

Aggregating the cost estimates from the Accruent Study and the Counsilman-Hunsaker audit, it is estimated that the total cost to rehabilitate the Costick Center and extend its useful life for 10-15 years will be at least \$13.5 million; SFA expects additional funds would be required to improve the locker rooms.

Costick Facility Investment Needs	Total
Accruent Study - Facility System Renewals	\$12,900,000
Counsilman-Hunsaker Audit - Pool Systems Renewals	\$606,000
Total Facility System Renewals (Capital Expenditure Needs)	\$13,506,000

# EXISTING AND NEW FACILITIES ASSESSMENT

## THE HAWK – 3<sup>RD</sup> FLOOR EXPANSION

SFA worked with FHSS to understand the definitions of success and vision for the future use of the 3<sup>rd</sup> floor of The Hawk. SFA then developed recommendations for 3<sup>rd</sup> floor facility assets based on that vision, the market opportunity, and the desire to operate existing off-site programs more efficiently and effectively. SFA created a facility program model to reflect the vision and definitions of success of FHSS, while also striving to provide facility assets that would promote operational efficiencies. Understanding FHSS’s desire to (1) leverage revenue generating opportunities, strategic partnerships, corporate partnerships, and other development opportunities to create a business model for the 3<sup>rd</sup> floor of The Hawk that enhances the overall operations and programs of the division, (2) establish The Hawk as a regionally recognized destination that features diverse, inclusive, multi-generational programming, (3) boost Hawk membership through new contractual connections, and (4) enhance the local economy through creative and innovative partnerships, business development opportunities, and workforce expansion, the 3<sup>rd</sup> floor expansion model includes the following spaces:

- Incubator Space (to be developed by an entity other than FHSS)
- Continuing Education Space
- eSports Space
- 50 & Better Multi-Purpose Program Space
- Group Fitness Space
- Congregate meal space
- Indoor Walking Track (co-located with circulation space)

The following outlines the facility program for the new/repurposed spaces and summarizes the opinion of cost for The Hawk 3<sup>rd</sup> Floor improvements. While the incubator space is included in the facility program, it is understood that this space will be developed by a party other than FHSS and is therefore not included in the renovation opinion of cost.

### Proposed HAWK 3rd Floor Renovations

Space	Indoor Programming Product/Service	Count	Approx. SF each	Total SF	% of Footprint
HAWK 3rd Floor	Third Floor FHSS Admin Offices	1	1,951	1,951	3.4%
	SS Staff Lounge/Training Room	1	1,007	1,007	1.8%
	Training (Police, Fire, City)	1	5,251	5,251	9.3%
	Potential Medical Provider Space	1	6,645	6,645	11.7%
	Contracted E-Sports Area	1	2,944	2,944	5.2%
	"Incubator" Space	1	13,830	13,830	24.4%
	50 & Better Admin Offices	1	3,238	3,238	5.7%
	Media Center	1	7,399	7,399	13.1%
	New Fitness	1	5,244	5,244	9.3%
	Program Rooms	1	4,745	4,745	8.4%
	Contracted SOAR	1	4,420	4,420	7.8%
<i>Total 50 &amp; Better, General Program, Fitness, &amp; Lease 3rd Floor Space Sq. Ft.</i>				56,674	100.0%
Required SF for Products and Services (3rd Floor)				56,674	65.9%
Required SF for Products and Services (Total)				56,674	65.9%
Additional Space, Common Area, Stairs, Circulation, etc.				29,315	34.1%
<b>Total Estimated 3rd Floor SF</b>				<b>85,989</b>	<b>100%</b>

## EXISTING AND NEW FACILITIES ASSESSMENT

The table below summarizes SFA’s opinion of cost, including the projected renovation total for approximately 42,844 SF.

USES OF FUNDS	
Hard Cost	\$0
Field and Sport Equipment Cost	\$0
Furniture, Fixtures, and Equipment	\$2,034,781
Soft Costs Construction	\$0
Soft Costs Operations	TBD
Escalation	\$29,469
Working Capital Reserve	TBD
<b>Total Uses of Funds</b>	<b>\$2,064,250</b>

It should be noted that the incubator area of approximately 13,800 SF is not included in the estimate; Farmington Hills has identified a state contribution that will cover \$750,000 of that cost, and SFA recommends that no additional City funds are committed to the incubator until additional funds have been identified to cover the cost of building out the incubator without requiring the City to take on debt. This is especially important when considering the financial projections for the incubator, which do not show a path to self-sustainability. Similarly, SFA does not recommend that FHSS takes responsibility for operating the incubator until outside funds, additional sources of revenue, or local operating partners are identified who will take responsibility for operations (and profit/loss). Until then, SFA recommends reserving the space allocated for the incubator.

Additionally, no estimates have been included for the remaining 29,315 SF; a portion of that space could be used for future expansion, or – in line with SFA’s recommendation and five-year financial path – used in partnership with a medical service provider that needs more than the 6,645 SF currently allocated.

Related to the medical service provider space, SFA assumes that the partner will be responsible for tenant improvements and would pay a fair fee for use of space. That model – with partner-funded improvements and a fair fee paid for use of space – is typical for scenarios in which outside, complementary service providers develop and operate within a traditional sports/recreation/wellness/arts facility. SFA recommends further evaluation of that model standard as an option for the incubator space.

As outlined, renovating the 3<sup>rd</sup> floor of The Hawk is expected to cost approximately \$2.1 million. A dynamic mix of program and concession space on the 3<sup>rd</sup> floor of The Hawk will help FHSS meet their goals of service provision, while enhancing the possibility of expanding membership and program participants.

# EXISTING AND NEW FACILITIES ASSESSMENT

To evaluate the cost/benefit of spending at least \$13.5 million to rehabilitate the Costick Center and extend its useful life by 10-15 years, SFA assessed the alternative opportunity to build a new facility with a useful life of 40+ years that would replace the primary spaces in use and ensure continuity of service for the 50 & Better programs that are offered at the Costick Center.

To achieve that goal, SFA evaluated the opportunity to develop a new “Hawk Annex” building that features a six-lane lap pool, congregate meal and multipurpose program space, and a single court gymnasium. The facility program for this proposed facility would meet the gap analysis for senior centers, as well as provide a long-term financial option for improved aquatic and 50 & Better and recreation program space. By collocating this new facility at The Hawk, FHSS would be able to consolidate many of its programs and services to a single site, improve revenue generation because of the added value of additional on-site programming spaces (e.g. offering lap swimming for members at The Hawk who desire to train on dry land and in a lap pool), and enable significant cost savings from staff and administrative expenses that are currently required to operate two separate facilities.

Below is the facility program for The Hawk Annex.

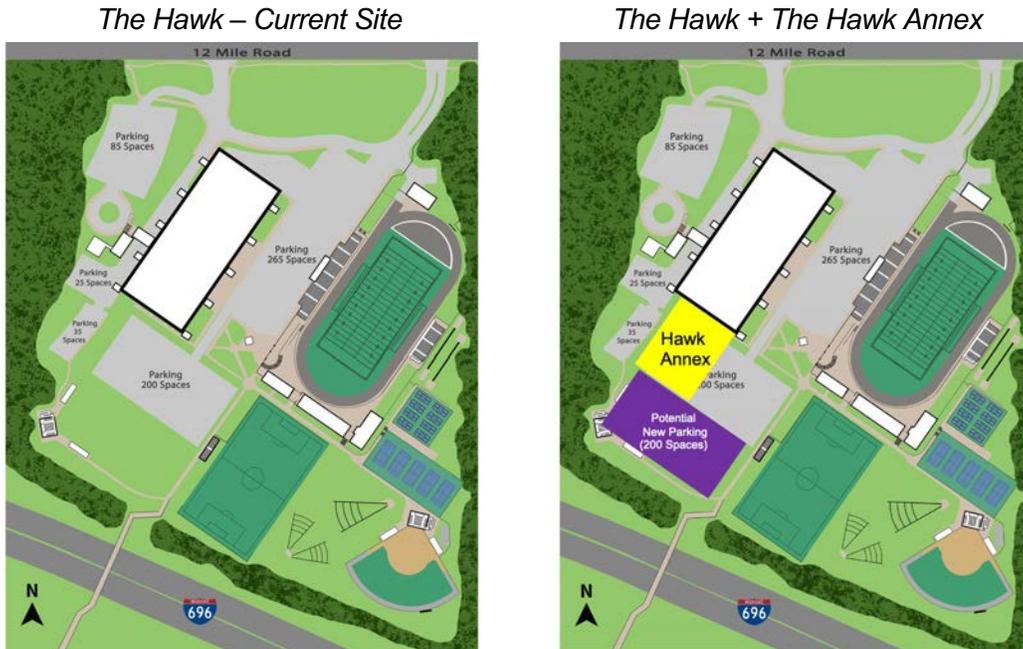
**HAWK ANNEX (6 Lane Pool Gym, and Program Space)**

Space	Indoor Programming Product/Service	Count	Dimensions L (') W (')		Approx. SF each	Total SF	% of Footprint
Courts	Gymnasium	1	104	80	8,320	8,320	24.3%
	Pickleball Courts	3	44	20	Over Basketball Courts		0.0%
	Volleyball Courts	3	60	30	Over Basketball Courts		0.0%
	<b>Total Court Sq. Ft.</b>						<b>8,320</b>
Aquatics	Pool Natatorium/Deck Space with accessible ramp (6 lanes)	1	105	85	8,925	8,925	26.1%
	Pool Offices & Staff Area	2	10	10	100	200	0.6%
	Welcome Area/Lobby	1	-	-	250	250	0.7%
	Pool Party Room	1	20	20	400	400	1.2%
	Pool Locker Rooms	3	-	-	700	2,100	6.1%
<b>Total Aquatics Sq. Ft.</b>						<b>11,875</b>	<b>34.7%</b>
50 & Better	Manager's Offices	2	10	10	100	200	0.6%
	Office Area/Welcome/Art Gallery Space	1	-	-	600	600	1.8%
	Kitchen	1	40	30	1,200	1,200	3.5%
	Café/Congregate Meal Seating Area/Flex Space	1	50	70	3,500	3,500	10.2%
	Restrooms	2	30	25	750	1,500	4.4%
	Family Restroom/Changing Room	2	10	10	100	200	0.6%
<b>Total 50 &amp; Better 3rd Floor Space Sq. Ft.</b>						<b>7,200</b>	<b>21.0%</b>
Required SF for Products and Services (Total)						27,395	80.0%
Electrical, Storage, etc. 10% of P&S SF (Excl. Leased Space)						2,740	8.0%
Common Area, Stairs, Circulation, etc.						4,109	12.0%
<b>Total Estimated Indoor Athletic Facility SF</b>						<b>34,244</b>	<b>100%</b>
<b>Estimated Building Footprint</b>						<b>30,819</b>	
<b>Total Building Acreage</b>						<b>0.71</b>	

By developing a new six-lane lap pool that would include an accessible ramp, this facility would have a variety of aquatic programming capacities, including water fitness, swimming lessons, lap swim, swim team, lifeguard classes, and special events. The additional assets include a single multi-purpose court, commercial kitchen, café/congregate meal/flexible programming space, and office/lobby area with gallery space, and appropriate locker rooms and restrooms.

# EXISTING AND NEW FACILITIES ASSESSMENT

The image on the left shows The Hawk’s current site layout. The image on the right shows the potential location of The Hawk Annex, including the building, the connective point between the buildings, and a potential new parking lot. If The Hawk Annex is developed at this location, the building would reduce existing parking by approximately 80 spaces; if required, the remaining portion of the field on the southwest corner of the site, could be converted to a 200-space parking lot, resulting in a net gain of 120 parking spaces.



As summarized below, SFA estimates the cost of The Hawk Annex will be approximately \$16.3 million, which is as much as \$2.8 million more than the cost of rehabilitating the Costick Center, but creates the aforementioned operational advantages and carries a useful life of at least 25 years more than a rehabilitated Costick Center. It should be noted that this estimate does not include the cost of new parking.

USES OF FUNDS	
Land Cost	\$0
Hard Cost	\$11,595,289
Field and Sport Equipment Cost	\$265,865
Furniture, Fixtures, and Equipment	\$578,879
Soft Costs Construction	\$1,902,193
Soft Costs Operations	\$869,846
Escalation	\$1,119,603
Working Capital Reserve	TBD
<b>Total Uses of Funds</b>	<b>\$16,331,675</b>

SFA recognizes that the recommendation to develop a new facility next to The Hawk that would replace the Costick Center may not be supported by all community members. That said, SFA’s recommendation is intended to support Farmington Hills’ primary goal of reducing the annual subsidy required by FHSS. As detailed in the Financial Analysis and Five-Year Outlook section of this report, there are several operational and financial benefits of this plan versus building a comparable facility elsewhere within the City. If the City elects to develop a new facility in a different location – most notably at the current Costick Center site – SFA’s projection of future financial performance may not be fully achievable.

# EXISTING AND NEW FACILITIES ASSESSMENT

## EXISTING FACILITY IMPROVEMENT AND NEW FACILITY FUNDING

Combining the estimated cost of improving the 3<sup>rd</sup> floor of The Hawk and building The Hawk Annex, this plan would require approximately \$18.4 million in development costs. SFA recommends two strategies for funding:

1. Initiate a capital campaign that seeks grants, donors, and partners to contribute 20% of the development costs to each project.
2. Seek voter approval for an additional park millage that covers the remaining 80% of the costs. This is considered a “more for more” bond that asks voters to support a millage for new assets as opposed to a “more for same” bond that asks voters to support a millage for assets and programs that are already available.

Based on that structure and today’s lending climate, SFA estimates that the new millage would need to cover \$1.2 million of annual debt.



## FINANCIAL ANALYSIS AND FIVE-YEAR OUTLOOK

As demonstrated in the Historic Financial Performance section of this report, FHSS's FY 22-23 budget projects a \$6.2 million deficit when accounting for all revenue and expenses attributed to FHSS. The table below summarizes each primary category of revenue and expense and shows the budgeted deficit as a net operating income.

FHSS'S FY 22-23 BUDGET SHOWS A \$6.2 MILLION DEFICIT. THIS PLAN WILL ALLOW FHSS TO REDUCE THE ANNUAL DEFICIT TO \$2.1 MILLION BY FY 27-28 WHILE IMPROVING ASSETS AND SERVICES PROVIDED TO RESIDENTS.

Revenue	FY 22-23 Budget
Earned Revenue	\$ 8,230,927
Transfer from Existing Millage	\$ 1,316,850
<b>Total Revenue</b>	<b>\$ 9,547,777</b>

Expenses	FY 22-23 Budget
Operating Expenses	\$ 13,719,142
Debt - Golf	\$ 430,544
Debt - Hawk (Existing)	\$ 1,599,300
<b>Total Expenses</b>	<b>\$ 15,748,986</b>

<b>NET OPERATING INCOME</b>	<b>\$ (6,201,209)</b>
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To begin its financial analysis and create a baseline from which to improve, SFA performed a detailed assessment of the FHSS FY 22-23 budget, focusing first on operations only. SFA isolated operating revenue and expenses because they are the most controllable financial performance elements; non-operations revenue and expenses include the fixed categories of transfers from the existing park millage (fixed revenue), debt (fixed expense), and the CIP (variable expense, now covered under a separate City budget line). By removing non-operations revenue and expenses, SFA has established FHSS's gross profit from operations, which is projected to be approximately -\$5.5 million in the FY 22-23 budget.

The table below shows FHSS's budgeted operational revenue, expenses, gross profit, and gross profit as a percent of revenue for FY 22-23 for each department in FHSS.

**2022-23 Budgeted Department-Level Revenue and Expense (Operations Only)**

Department	Revenue	Expense	Gross Profit \$	Gross Profit %
Cultural Arts	\$ 1,149,844	\$ 1,486,126	\$ (336,282)	-29%
Ice	\$ 1,202,000	\$ 1,117,571	\$ 84,429	7%
Golf	\$ 1,445,000	\$ 869,499	\$ 575,501	40%
Parks	\$ -	\$ 1,907,619	\$ (1,907,619)	N/A
Senior Services (Inc. Sr. Nutrition and SMART Grants)	\$ 929,214	\$ 1,787,734	\$ (858,520)	-92%
Admin	\$ 50,900	\$ 4,031,287	\$ (3,980,387)	-7820%
Recreation	\$ 2,763,476	\$ 2,519,307	\$ 244,169	9%
Other				
<i>Farmington Contribution</i>	\$ 381,993	\$ -	\$ 381,993	100%
<i>Sponsorships and Advertising</i>	\$ -	\$ -	\$ -	N/A
<i>HAWK Lease Space</i>	\$ 150,000	\$ -	\$ 150,000	100%
<i>Activities Center</i>	\$ 40,000	\$ -	\$ 40,000	100%
<i>Grant Center</i>	\$ 15,000	\$ -	\$ 15,000	100%
<i>Longacre Center</i>	\$ 60,000	\$ -	\$ 60,000	100%
<i>Dog Park</i>	\$ 10,500	\$ -	\$ 10,500	100%
<i>Heritage Rental</i>	\$ 33,000	\$ -	\$ 33,000	100%
<b>Total</b>	<b>\$ 8,230,927</b>	<b>\$ 13,719,142</b>	<b>\$ (5,488,215)</b>	<b>-67%</b>

# FINANCIAL ANALYSIS AND FIVE-YEAR OUTLOOK

## OPERATIONS REVENUE STRATEGIES AND FIVE-YEAR OUTLOOK

Working with the FHSS leadership team and utilizing real-time strategies for best practices for revenue generation backed by SFA’s operational expertise and real-world financial data from over 700 facilities across the country, SFA evaluated revenue potential, identified opportunities, and set targets to increase revenue generation over the next five years.

There are three primary drivers of revenue growth:

1. Participation growth
2. Fee increases
3. New revenue opportunities

The following chart summarizes SFA’s projections for each of those drivers and demonstrates growth in revenue generation from the FY 22-23 budget to FY 27-28.

**5-Year Path Department-Level and Program-Level Revenue Growth Drivers (Operations Only)**

Department	Part. Growth	Fee Increase	FY 22-23	FY 27-28
Cultural Arts	26.9%	15.5%	\$ 1,149,844	\$ 1,637,060
Ice	5.0%	15.5%	\$ 1,202,000	\$ 1,448,410
Golf	5.0%	15.5%	\$ 1,445,000	\$ 1,741,225
Parks	0.0%	0.0%	\$ -	\$ -
Senior Services (Inc. Sr. Nutrition and SMART Grants)	5.0%	5.0%	\$ 929,214	\$ 1,022,135
Admin	0.0%	15.5%	\$ 50,900	\$ 58,790
Recreation				
Fitness	46.4%	21.3%	\$ 935,000	\$ 1,568,131
Hawks Nest	N/A	N/A	\$ -	\$ 5,000
Nature Study	10.0%	15.5%	\$ 375,330	\$ 471,039
Teen Programs	10.0%	15.5%	\$ 84,000	\$ 105,420
Classes	25.0%	15.5%	\$ 92,310	\$ 129,696
Gym	25.0%	15.5%	\$ 64,965	\$ 91,276
Special Events	25.0%	15.5%	\$ 67,950	\$ 95,470
Day Camp	25.0%	15.5%	\$ 130,500	\$ 183,353
Tennis	25.0%	15.5%	\$ 59,241	\$ 83,234
Youth Soccer	25.0%	15.5%	\$ 50,250	\$ 70,601
Archery	10.0%	15.5%	\$ 81,000	\$ 101,655
Youth Basketball	25.0%	15.5%	\$ 30,300	\$ 42,572
Childrens Travel	10.0%	15.5%	\$ 64,750	\$ 81,261
Golf	25.0%	15.5%	\$ 18,840	\$ 26,470
After School	25.0%	15.5%	\$ 18,240	\$ 25,627
Safety Town	25.0%	15.5%	\$ 14,000	\$ 19,670
Softball	25.0%	15.5%	\$ 1,800	\$ 2,529
Birthday Parties	N/A	N/A	\$ -	\$ 50,000
Swimming	46.4%	15.5%	\$ 425,000	\$ 688,243
Hawk Concessions and Merchandise	25.0%	15.5%	\$ 250,000	\$ 351,250
Other				
Farmington Contribution	0.0%	15.5%	\$ 381,993	\$ 441,202
Sponsorships and Advertising	N/A	N/A	N/A	\$ 420,000
HAWK Lease Space (Add Med. Partner)	N/A	15.5%	\$ 150,000	\$ 346,500
Activities Center	0.0%	15.5%	\$ 40,000	\$ 46,200
Grant Center	0.0%	15.5%	\$ 15,000	\$ 17,325
Longacre Center	0.0%	15.5%	\$ 60,000	\$ 69,300
Dog Park	0.0%	15.5%	\$ 10,500	\$ 12,128
Heritage Rental	0.0%	15.5%	\$ 33,000	\$ 38,115
<b>Total Revenue</b>			<b>\$ 8,230,927</b>	<b>\$ 11,490,886</b>

# FINANCIAL ANALYSIS AND FIVE-YEAR OUTLOOK

As demonstrated in the previous table, SFA’s projection of revenue potential results in revenue growth of approximately \$3.3 million from FY 22-23 to FY 27-28.

To explain each of the strategies and how the financial impact was calculated, the following information provides context to SFA’s projections:

## 1. Participation Growth

- Cultural Arts: as a relatively new program with increasing demand, SFA used a standard new program maturation projection that assumes 15 percent growth in FY 23-24, 5 percent growth in FY 24-25, 3 percent growth in FY 25-26, and 1 percent growth in each of the last two years of the five-year outlook. In total, that equates to 26.9 percent growth by FY 27-28.
- Ice, Golf, and Senior Services: as established, mature programs, SFA used a conservative estimate of 5 percent total growth by FY 27-28.
- Parks: as a department that generates no revenue, SFA has shown 0 percent growth.
- Admin: as a department that generates limited revenue, SFA has shown 0 percent growth.
- Recreation: as the primary focus of this analysis and the department with the greatest number of programs and the greatest opportunity for revenue growth, SFA detailed growth for each program.
  - Fitness generates more revenue than any other FHSS program, but has yet to approach its full potential. SFA has recommended focusing on growing fitness memberships and has supported that recommendation with the addition of the six-lane pool in The Hawk Annex building – which will enable on-site lap swimming for members – and the inclusion of additional fitness space as part of the 3<sup>rd</sup> floor renovation. SFA’s projection assumes 15 percent growth in FY 23-24, 10 percent growth in FY 24-25, and 5 percent growth in each of the last three years of the five-year outlook. In total, that equates to 46.4 percent growth by FY 27-28, after which SFA expects annual growth to range from 1 to 3 percent.
  - Programs with 10% growth by FY 27-28 are considered nearly mature or in limited future demand.
  - Programs with 25% growth by FY 27-28 are considered to be early in the maturation process or in high future demand.
  - Swimming assumes the same annual growth trajectory as fitness, primarily spurred by the addition of the six-lane pool in The Hawk Annex building, which will allow children and families who frequent The Hawk to participate in aquatics programs at their primary fitness and recreation location.
- Other: All existing revenue streams in the “Other” category – which include the City of Farmington contribution and all use-of-space fees – are projected to have 0 percent participation growth over the next five years.

# FINANCIAL ANALYSIS AND FIVE-YEAR OUTLOOK

## 2. Fee Increases

- The majority of departments and programs are recommended to have a 15.5 percent fee increase over the next five years. This increase reflects one 10 percent fee increase and one 5 percent increase over the next five years. Fee increases should be positioned in two ways:
  - Fee increases are required to cover inflation, which is assumed be 10.4 percent over the next five years based on a compounding 2 percent annual inflation rate.
  - Fee increases are recommended to reflect the value of increased programming and enhanced facilities.
- Parks: as a department that generates no revenue, SFA has shown 0 percent growth.
- Senior Services: as a subsidized department with highly price-sensitive participants, SFA has recommended a 5 percent fee increase over the next five years to partially cover inflation.
- Fitness: as the program that receives the greatest benefit from the addition of the six-lane pool in The Hawk Annex building – which will enable on-site lap swimming for members – and the inclusion of additional fitness space as part of the 3<sup>rd</sup> floor renovation, SFA has recommended one 10 percent fee increase and two 5 percent increases over the next five years. In total, that equates to a 21.3 percent increase by FY 27-28.

## 3. New Revenue Opportunities

- Hawk’s Nest: FHSS is in the process of implementing a fee for non-members to utilize child watch services. SFA has assumed minimal revenue will be generated from that opportunity because priority should be given to members.
- Birthday Parties: with increased activity and expanded programming space on the 3<sup>rd</sup> floor of The Hawk, SFA recommends offering birthday parties and other small-group parties ranging from \$200-400 per party, depending on the spaces used, size of the group, and add-on purchases like food & beverage packages.
- Sponsorships and Advertising: as part of its efforts to create partnerships with local businesses, SFA recommends offering sponsorship and advertising packages at all primary program locations.
- Medical Lease Space: SFA has included 6,645 SF on the 3<sup>rd</sup> floor of The Hawk to be used by a medical service partner. SFA has conservatively recommended the fee for that space is approximately \$26 per square foot by FY 27-28, inclusive of common area maintenance charges. For reference, in 2022 the standard range for medical partner leased space is \$25-38 per square foot at comparable facilities across the country.

# FINANCIAL ANALYSIS AND FIVE-YEAR OUTLOOK

## OPERATIONS EXPENSE STRATEGIES AND FIVE-YEAR OUTLOOK

Working with the FHSS leadership team and utilizing real-time strategies for best practices for cost containment backed by SFA’s operational expertise and real-world financial data from over 700 facilities across the country, SFA evaluated cost containment opportunities and set targets to manage expenses over the next five years.

The following chart summarizes FHSS’s FY 22-23 expenses, SFA’s targets for FY 27-28, and projected expenses for FY 27-28. Most historic expenses and targets have been shown as cost of goods sold (COGS), which is calculated by dividing expenses by revenue. Different calculations have been shown for line items that do not generate revenue (Parks and Admin), mature departments that are projected to increase commensurate with inflation (Ice and Golf), and select line items with either unique cost containment opportunities (Senior Services and Admin) or unique expense requirements (Hawk’s Nest).

**5-Year Path Department-Level and Program-Level Expense Targets (Operations Only)**

Department	FY 22-23	FY 27-28 Target	FY 27-28 Exp.
Cultural Arts	129% COGS	100% COGS	\$ 1,637,060
Ice	93% COGS	10.4% Increase	\$ 1,233,888
Golf	60% COGS	10.4% Increase	\$ 959,997
Parks	\$1,907,619	10.4% Increase	\$ 2,106,165
Senior Services (Inc. Sr. Nutrition and SMART Grants)	\$1,787,734	20% Reduction	\$ 1,430,187
Admin	\$4,031,287	10% Reduction	\$ 3,628,158
Recreation			
Fitness	28% COGS	25% COGS	\$ 392,033
Hawks Nest	\$62,100	20% Increase	\$ 74,520
Nature Study	62% COGS	50% COGS	\$ 235,520
Teen Programs	66% COGS	40% COGS	\$ 42,168
Classes	65% COGS	25% COGS	\$ 32,424
Gym	54% COGS	25% COGS	\$ 22,819
Special Events	67% COGS	50% COGS	\$ 47,735
Day Camp	83% COGS	40% COGS	\$ 73,341
Tennis	66% COGS	50% COGS	\$ 41,617
Youth Soccer	64% COGS	25% COGS	\$ 17,650
Archery	79% COGS	50% COGS	\$ 50,828
Youth Basketball	44% COGS	25% COGS	\$ 10,643
Childrens Travel	78% COGS	40% COGS	\$ 32,505
Golf	69% COGS	50% COGS	\$ 13,235
After School	71% COGS	40% COGS	\$ 10,251
Safety Town	76% COGS	40% COGS	\$ 7,868
Softball	52% COGS	25% COGS	\$ 632
Birthday Parties	N/A	40% COGS	\$ 20,000
Swimming	133% COGS	100% COGS	\$ 688,243
Hawk Concessions and Merchandise	In Admin. Exp.	In Admin. Exp.	\$ -
Other			
Farmington Contribution	In Admin. Exp.	In Admin. Exp.	\$ -
Sponsorships and Advertising	N/A	20% COGS	\$ 84,000
HAWK Lease Space (Inc. Innovation Lab)	In Admin. Exp.	In Admin. Exp.	\$ -
Activities Center	In Admin. Exp.	In Admin. Exp.	\$ -
Grant Center	In Admin. Exp.	In Admin. Exp.	\$ -
Longacre Center	In Admin. Exp.	In Admin. Exp.	\$ -
Dog Park	In Admin. Exp.	In Admin. Exp.	\$ -
Heritage Rental	In Admin. Exp.	In Admin. Exp.	\$ -
<b>Total Operating Expense</b>			<b>\$ 12,893,486</b>

## FINANCIAL ANALYSIS AND FIVE-YEAR OUTLOOK

As demonstrated in the previous table, SFA’s projection of total operating expenses is \$12.9 million in FY 27-28.

To explain how each of the expenses were calculated and the strategy driving the targets, the following information provides context to SFA’s projections:

- Cultural Arts: as a relatively new and high-expense program, Cultural Arts requires a subsidy in FY 22-23. SFA recommends monitoring expenses as the department grows to achieve a cost neutral financial position by FY 27-28.
- Ice and Golf: as mature departments, SFA projected that costs will increase in line with 2 percent annual inflation through FY 27-28.
- Parks: as a non-revenue-generating department maintaining the same spaces from year to year, SFA projected that costs will increase in line with 2 percent annual inflation through FY 27-28.
- Senior Services: as a heavily subsidized department serving highly price-sensitive participants, SFA expects an annual subsidy to be required to offer continuing programs and services. However, with the addition of The Hawk Annex – which will create opportunities to reduce expenses due to its proximity to The Hawk – and SFA’s recommendation to seek additional grants and outside partners and/or funds to support operations, SFA has projected a 20 percent reduction in Senior Services expenses by FY 27-28.
- Admin: due to a combination of replacing the Costick Center with the Hawk Annex (which is smaller, will have more efficient systems that reduce overhead costs, and will require fewer staff because of proximity to The Hawk), exercising administrative efficiencies, and benefiting from at least one staff position filled by an FHSS team member who will retire and whose position will not need to be replaced, SFA has projected a 10 percent reduction in Admin expenses by FY 27-28.
- Recreation: due to a combination of increased participation, increased fees, implementation of best practices for cost containment, and implementation of a new software system that will allow tighter control of expenses by program, SFA has modeled expense targets that are in line with industry standards and result in a reduction of expenses as a percent of revenue for most FHSS Recreation programs. The exception to this is Hawk’s Nest, which should be expected to have a 20 percent increase as demand for child watch services increases with increased members. Additionally, it should be noted that Hawk Concessions and Merchandise expenses are currently attributed to Admin expenses, a structure that SFA has carried forward in its projections for FY 27-28.
- Other: with the exception of Sponsorships and Advertising, all expenses in the “Other” category are currently attributed to Admin expenses and will continue to remain so through FY 27-28. As a new revenue opportunity that will require costs related to sales commissions and hard costs (e.g. banner printing), SFA has used an industry-standard 20 percent cost of goods sold for Sponsorships and Advertising.

# FINANCIAL ANALYSIS AND FIVE-YEAR OUTLOOK

## FINANCIAL PERFORMANCE: FY 22-23 vs. FY 27-28

Reflecting all of the strategies in this report and summarizing the projections detailed throughout this section, the table below demonstrates SFA's projection of FHSS's financial performance in FY 22-23 versus FY 27-28. As demonstrated, this plan results in a \$4.1 million improvement in annual net operating income.

Revenue	FY 22-23	FY 27-28
Earned Revenue	\$ 8,230,927	\$ 11,490,886
Transfer from Existing Millage	\$ 1,316,850	\$ 1,316,850
Transfer from New Millage (More for More)	\$ -	\$ 1,176,960
<b>Total Revenue</b>	<b>\$ 9,547,777</b>	<b>\$ 13,984,696</b>

Expenses	FY 22-23 Budget	5-Year Path
Operating Expenses	\$ 13,719,142	\$ 12,893,486
Debt - Golf	\$ 430,544	\$ 430,544
Debt - Hawk (Existing)	\$ 1,599,300	\$ 1,599,300
Debt - Hawk (New - 3rd Floor; \$2.06 Million, 80% Debt)	\$ -	\$ 131,840
Debt - Annex (New; \$16.33 Million, 80% Debt)	\$ -	\$ 1,045,120
<b>Total Expenses</b>	<b>\$ 15,748,986</b>	<b>\$ 16,100,290</b>

<b>NET OPERATING INCOME</b>	<b>\$ (6,201,209)</b>	<b>\$ (2,115,594)</b>
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## CONCLUSION AND NEXT STEPS

Based on the work completed to date, SFA believes that an opportunity exists for The Hawk and the Costick Center to continue to be the area's leader for fitness and wellness while improving the financial performance to reduce the reliance on the general fund and decrease the disproportionate variance between revenue and expenses. SFA has outlined recommendations and strategies to enhance and optimize the organization, operations, programs, and the facility, including pricing and revenue generation, cost containment, business and partnership development, efficiencies within the organizational and operational structures, and capital improvements and expansion of facilities.

SFA completed an extensive review of the historical financial data of the Farmington Hills Special Services department and introduced five strategies to address the financial gap that has increased over the years and specifically since opening The Hawk. In addition to these five strategies, SFA presented the Project Team with capital improvement needs that address existing facility conditions through renovations of the 3<sup>rd</sup> floor of The Hawk and the construction of a Hawk Annex, which would replace the Costick Center pool. While SFA recommends placement of the Annex at The Hawk, because of positive demographic and socioeconomic characteristics relative to the Costick Center and to enhance operational efficiencies within the department, placement of the Annex may occur at another location. The financial projections noted in the five strategies that address bridging and reducing the financial gap assume that the Annex is placed within close proximity to The Hawk and, as such, placement of the Annex at another location would have an impact on the financial projections.

It should be noted that throughout this process SFA has identified a significant number of strengths for operations, financial performance, the quality of the facility, and the customer experience. That said, as a report that is focused on the optimization of FHSS, with specific emphasis on The Hawk and the Costick Center, this document focuses heavily on opportunities for improvement and does not identify or address the many effective and successful team members, policies, and results that will allow the Farmington Hills Special Services department to thrive in the future.

While the work done to date has qualified the opportunities and enabled SFA to make the insights and recommendations outlined throughout the report, there will need to be a concentrated and unified effort on behalf of all FHSS staff to increase participation, reduce expenses, and identify viable program partners, sponsors, and donors. If the strategies and recommendations included in this report are embraced and accepted as the driving force for the next five years, SFA anticipates that the annual subsidy funded by the general fund to FHSS will be reduced from \$6.2 million to \$2.1 million. SFA welcomes the opportunity to review the findings within this report with the FHSS leadership team, Project Team, and city leaders.

# LEADING THE INDUSTRY SINCE 2003



## PLANNING

- Market Opportunity
- Feasibility
- Facility Program Plans
- Site Selection
- Institutional-Grade Financial Modeling



## FINANCE SUPPORT

- Partnership Prospecting & Development
- Negotiations
- Funding Strategy
- Development Partners
- P3 Development
- Project Management



## DEVELOPMENT

- Owner's Representation
- FFE/OSE Procurement
- Venue Planning
- Operational Readiness
- Vendor Negotiations
- Sport Comfort & Compliance



## OPENING

- Turn-Key Management
- Daily Operations
- Brand Development & Marketing Strategies
- Strategic Partnerships
- Event Booking & Sales
- Legal & Risk Management



## SFNETWORK

- Largest Sports Tourism Network in the US
- National Marketing
- Event Booking Platform
- Industry Expertise & Analytics
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DEVELOPMENT

MANAGEMENT

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**COMPANIES**

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HEALTH & ECONOMIC  
VITALITY OF THE  
COMMUNITIES**

**WE SERVE**

**\$15 Billion**  
IN PLANNED & FUNDED FACILITIES

**3000** COMMUNITIES  
SERVED

**25 Million**  
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- Economic Impact Projections
- Strategic Program Planning
- Project Finance Support Services
- Outsourced Management
- National Network of Venues
- Operational Efficiency and Effectiveness

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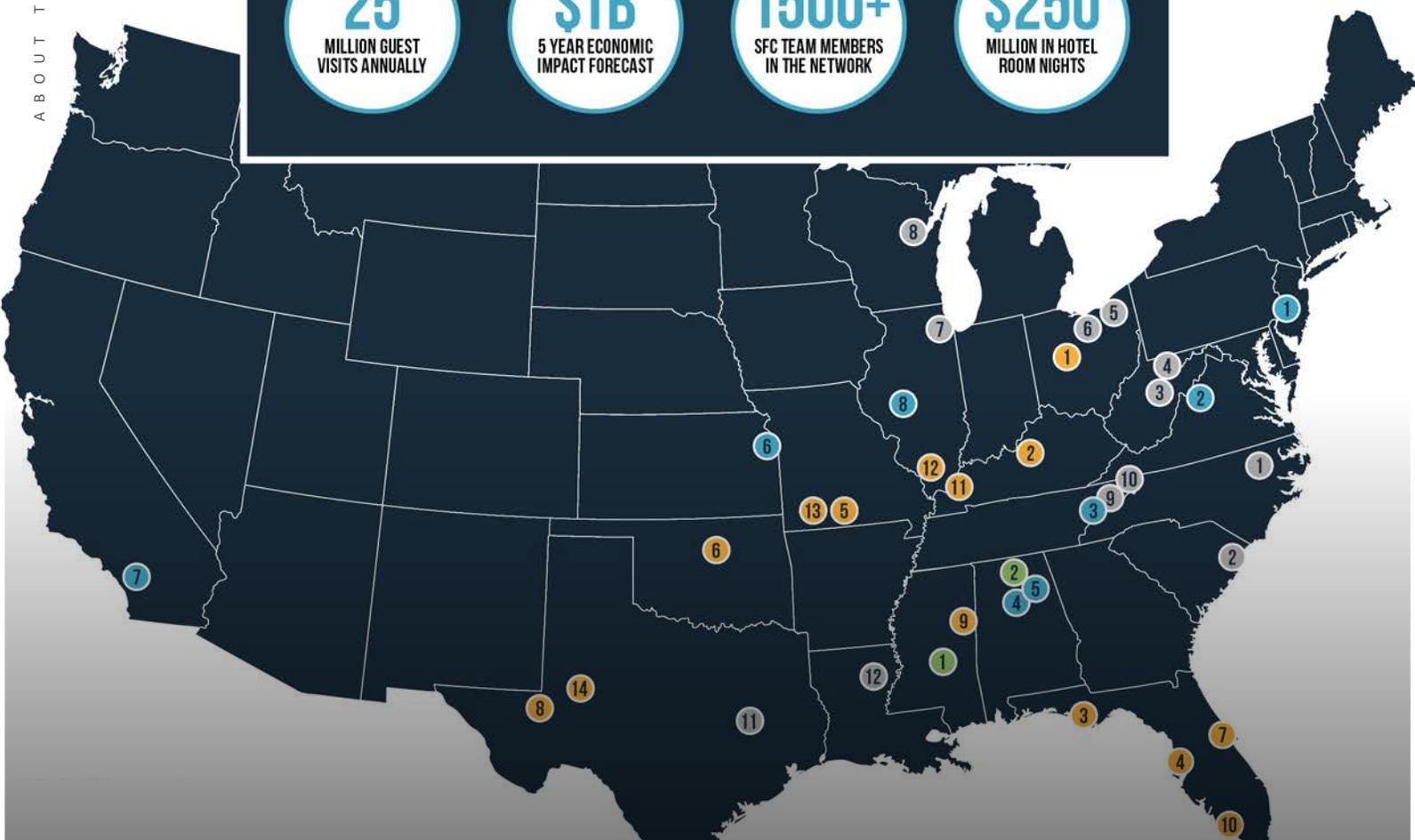
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## INDOOR FACILITIES

- |    |                  |                                  |
|----|------------------|----------------------------------|
| 1  | ROCKY MOUNT, NC  | ROCKY MOUNT EVENT CENTER         |
| 2  | MYRTLE BEACH, SC | MYRTLE BEACH SPORTS CENTER       |
| 3  | BRIDGEPORT, WV   | THE BRIDGE SPORTS COMPLEX        |
| 4  | WHEELING, WV     | HIGHLANDS SPORTS COMPLEX         |
| 5  | HILLIARD, OH     | BO JACKSON'S ELITE SPORTS        |
| 6  | SANDUSKY, OH     | CEDAR POINT SPORTS CENTER        |
| 7  | BEDFORD PARK, IL | WINTRUST SPORTS COMPLEX          |
| 8  | GRAND CHUTE, WI  | COMMUNITY FIRST CHAMPIONS CENTER |
| 9  | MORRISTOWN, TN   | MORRISTOWN LANDING               |
| 10 | KINGSPORT, TN    | TNT SPORTSPLEX                   |
| 11 | BRYAN, TX        | LEGENDS EVENT CENTER             |
| 12 | WEST MONROE, LA  | WEST MONROE SPORTS & EVENTS      |

## OUTDOOR FACILITIES

- |    |                       |                                 |
|----|-----------------------|---------------------------------|
| 1  | XENIA, OH             | ATHLETES IN ACTION              |
| 2  | ELIZABETHTOWN, KY     | ELIZABETHTOWN SPORTS PARK       |
| 3  | PANAMA CITY BEACH, FL | PUBLIX SPORTS PARK              |
| 4  | OLDSMAR, FL           | EMPOWER ADVENTURES              |
| 5  | BRANSON, MO           | BALLPARKS OF AMERICA            |
| 6  | EDMOND, OK            | PELICAN BAY AQUATICS            |
| 7  | COCOA, FL             | LAUNCHPAD SPORTS COMPLEX        |
| 8  | PECOS, TX             | CYCLONE BALLPARKS               |
| 9  | STARKVILLE, MS        | CORNERSTONE SPORTS COMPLEX      |
| 10 | NAPLES, FL            | PARADISE COAST SPORTS COMPLEX   |
| 11 | PADUCAH, KY           | MCCRACKEN COUNTY SPORTS COMPLEX |
| 12 | MARION, IL            | MARION STADIUM                  |
| 13 | REEDS SPRING, MO      | SHO-ME BASEBALL CAMP            |
| 14 | ODESSA, TX            | THE BASIN SPORTS COMPLEX        |

## INDOOR/OUTDOOR FACILITIES

- |   |                   |                                     |
|---|-------------------|-------------------------------------|
| 1 | HILLSBOROUGH, NJ  | IRON PEAK SPORTS & EVENTS           |
| 2 | HARRISONBURG, VA  | HORIZONS EDGE SPORTS CAMPUS         |
| 3 | GATLINBURG, TN    | ROCKYTOP SPORTS WORLD               |
| 4 | HOOVER, AL        | HOOVER MET COMPLEX                  |
| 5 | ALBERTVILLE, AL   | SAND MOUNTAIN PARK & AMPHITHEATER   |
| 6 | OVERLAND PARK, KS | BLUHAWK MULTI-SPORT                 |
| 7 | CARSON, CA        | CREEK AT DOMINGUEZ HILLS            |
| 8 | SPRINGFIELD, IL   | SHEELS SPORTS PARK AT LEGACY POINTE |

## PARKS & RECREATION

- |   |                |                            |
|---|----------------|----------------------------|
| 1 | BRANDON, MS    | BRANDON PARKS & RECREATION |
| 2 | GARDENDALE, AL | BILL NOBLE PARK            |

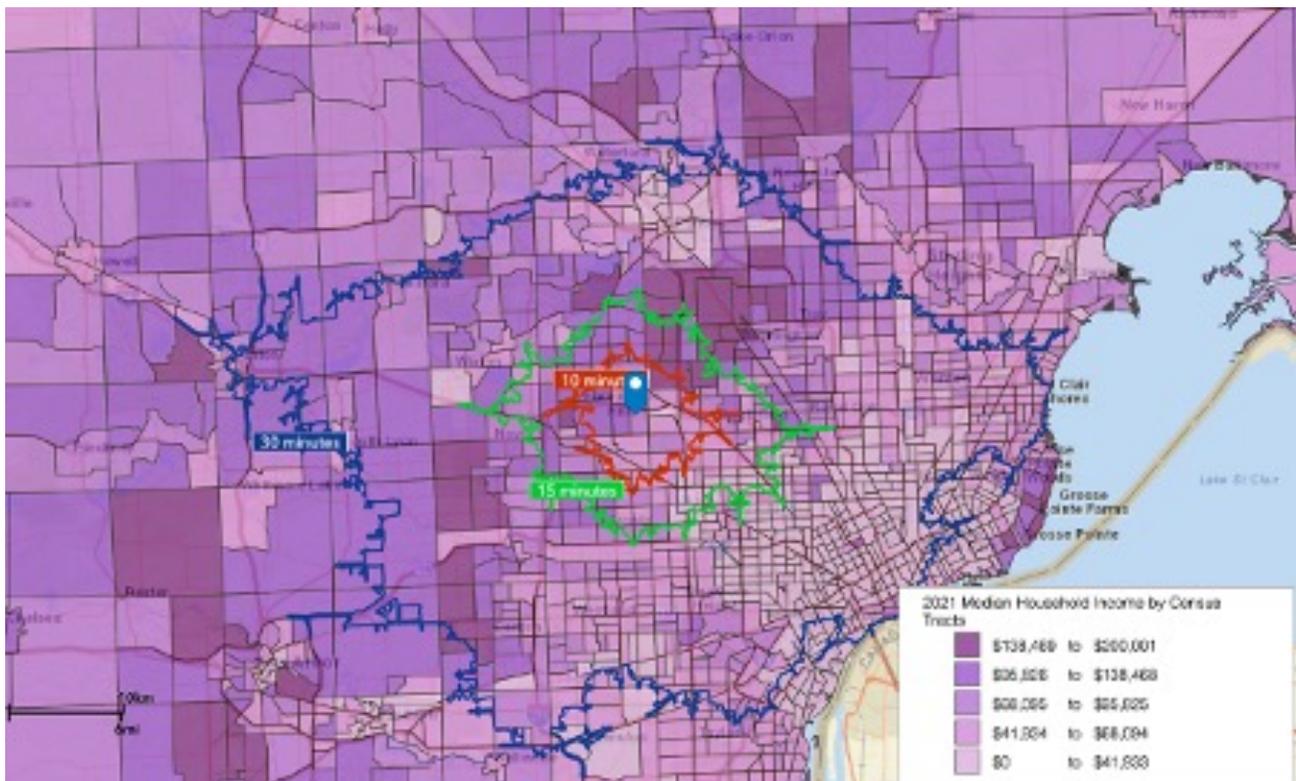
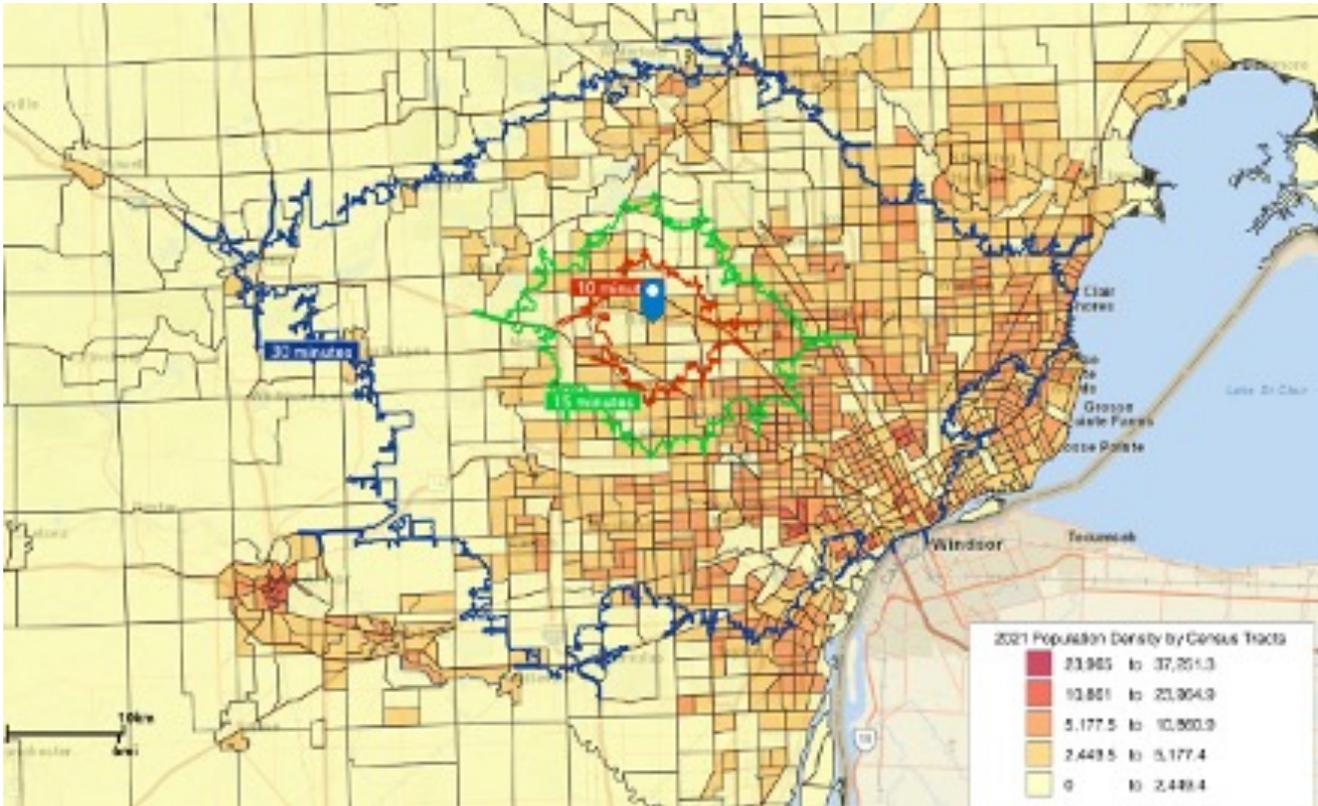
THE SPORTS FACILITIES  
**ADVISORY**



# APPENDIX – LOCAL DEMOGRAPHIC AND SOCIOECONOMIC DATA

Demographic Highlights	10 minutes	15 minutes	30 minutes
Total Population	115,222	482,044	2,709,889
2021 Median Age (Esri)	46.9	44.4	40.7
2021 Median Household Income (Esri)	\$77,875	\$70,758	\$59,019
2021 Average Household Income (Esri)	\$109,845	\$102,040	\$85,967
2021 Per Capita Income (Esri)	\$47,075	\$42,733	\$34,461
2021 Household Population (Esri)	113,633	476,995	2,676,188
2010-2017 Population: Annual Growth Rate (Esri)	0.16	0.12	0.04
2017-2022 Population: Annual Growth Rate (Esri)	0.24	0.17	0.13
2017-2022 Median Household Income: Annual Growth Rate (Esri)	2.13	2.13	2.18
2017-2022 Per Capita Income: Annual Growth Rate (Esri)	2.17	2.21	2.39
2021 Total Households (Esri)	49,449	202,142	1,084,899
2021 Total Family Households (Esri)	30,106	125,511	674,092
2021 Average Household Size (Esri)	2.30	2.36	2.47
<b>Age Breakdown</b>	<b>10 minutes</b>	<b>15 minutes</b>	<b>30 minutes</b>
2021 Total Population Age 0-4 (Esri) (%)	4.13%	4.61%	5.51%
2021 Total Population Age 5-9 (Esri) (%)	4.76%	5.22%	5.90%
2021 Total Population Age 10-14 (Esri) (%)	5.50%	5.78%	6.18%
2021 Total Population Age 15-19 (Esri) (%)	5.55%	5.69%	6.03%
2021 Total Population Age 20-24 (Esri) (%)	4.96%	5.25%	5.73%
2021 Total Population Age 25-29 (Esri) (%)	5.83%	6.18%	6.80%
2021 Total Population Age 30-34 (Esri) (%)	5.46%	5.97%	6.56%
2021 Total Population Age 35-39 (Esri) (%)	5.79%	6.11%	6.39%
2021 Total Population Age 40-44 (Esri) (%)	5.64%	5.92%	6.18%
2021 Total Population Age 45-49 (Esri) (%)	6.08%	6.11%	6.28%
2021 Total Population Age 50-54 (Esri) (%)	6.72%	6.57%	6.55%
2021 Total Population Age 55-59 (Esri) (%)	7.59%	7.16%	6.95%
2021 Total Population Age 60-64 (Esri) (%)	7.94%	7.57%	6.93%
2021 Total Population Age 65-69 (Esri) (%)	7.06%	6.65%	5.84%
2021 Total Population Age 70-74 (Esri) (%)	6.05%	5.58%	4.65%
2021 Total Population Age 75-79 (Esri) (%)	4.07%	3.80%	3.12%
2021 Total Population Age 80-84 (Esri) (%)	2.87%	2.59%	2.03%
2021 Total Population Age 85+ (Esri) (%)	3.99%	3.24%	2.36%
2021 Total Population Age 18+ (Esri) (%)	82.08%	80.81%	78.74%
<b>Household Income Breakdown</b>	<b>10 minutes</b>	<b>15 minutes</b>	<b>30 minutes</b>
2021 Household Income less than \$15,000 (Esri) (%)	7.70%	8.70%	11.70%
2021 Household Income \$15,000-\$24,999 (Esri) (%)	6.20%	7.10%	8.90%
2021 Household Income \$25,000-\$34,999 (Esri) (%)	7.80%	8.00%	9.50%
2021 Household Income \$35,000-\$49,999 (Esri) (%)	10.20%	11.30%	12.00%
2021 Household Income \$50,000-\$74,999 (Esri) (%)	16.30%	17.00%	17.30%
2021 Household Income \$75,000-\$99,999 (Esri) (%)	11.90%	12.40%	12.10%
2021 Household Income \$100,000-\$149,999 (Esri) (%)	18.30%	16.70%	14.60%
2021 Household Income \$150,000-\$199,999 (Esri) (%)	9.70%	8.30%	6.50%
2021 Household Income \$200,000 or greater (Esri) (%)	11.80%	10.40%	7.30%
<b>Spending: Recreation</b>	<b>10 minutes</b>	<b>15 minutes</b>	<b>30 minutes</b>
2021 Membership Fees for Social/Recreation/Civic Clubs (Avg)	306.95	280.71	227.93
2021 Fees for Participant Sports excluding Trips (Avg)	142.17	131.24	106.33
2021 Fees for Recreational Lessons (Avg)	170.14	152.06	120.82
2021 Camp Fees (Avg)	40.51	35.64	27.71

# APPENDIX – LOCAL DEMOGRAPHIC AND SOCIOECONOMIC MAPS



## APPENDIX – LOCAL FACILITIES

Indoor Court Facilities	Drive Time (Minutes)
Get Skillz Basketball	14
The Madonna Athletics Complex	18
Adams Butzel Complex	19
Covenant High and Academy	21
Lee M Thurston High School	21
Wayne State Fieldhouse	22
Elite Sportsplex	22
UM Dearborn Field House	23
Basketball City	24
Hype Athletics	24
High Velocity Sports	25
Action Sports and Community Center	25
Michigan Elite Volleyball Academy	26
HYPE Recreation Center of Western Wayne	27
Coleman A Young Community Center	27
Boll Family YMCA	28
Oakland Fieldhouse	29
Huron Valley Recreation and Community Education Center	30
St. Denis Athletic and Community Centre	32
Health and Fitness Center at Washtenaw Community College	33
O'rena at Oakland University	33
Ann Arbor YMCA	34
Game on Sports Center	34
NCRB	35
Meri Lou Murray Recreation Complex	36
Greg Grant Sportsplex	36
Fearless Basketball Training	36
Eastern Michigan Rec	38
UM Intramural Building	38
Rochester Avon Recreation Authority	38
Crisler Center - U of Michigan	39
Liberty Athletic Club	39
MiLife Sports Ann Arbor	41
Const. John Atkinson Mem. Comm. Centre	41
Central Park Athletics	42
McBrook Sports Complex	42
O3 Sports Training Complex	43
Saline Recreation Center	43

## APPENDIX – LOCAL FACILITIES

Indoor Aquatics Facilities	Drive Time (Minutes)
LA Fitness	8
Farmington Family YMCA	9
LA Fitness	12
Equinox Gym	14
LA Fitness	15
South Oakland Family YMCA	18
Jack E. Kirksey Livonia Community Recreation Center	19
Lifetime	19
Cranbrook Williams Natatorium	19
LA Fitness	19
Adam Butzel Complex	19
LA Fitness	20

Fitness-YMCA Facilities	Drive Time (Minutes)
Planet Fitness	3
Farmington Family YMCA	7
LIFT Training	7
Orangetheory Fitness - 14 Mile	7
Franklin Athletic Club	7
The Edge Fitness Clubs	9
LA Fitness	9
CelyFit	9
F45 Training West Bloomfield South	9
Planet Fitness	10
Fuse45 West Bloomfield	10
Powerhouse Gym Southfield	11
TRV Fit Fitness Farmington	11
Mid-American Fitness	12
The Sports Club of West Bloomfield	12
Team Jafar Fitness	12
Five Lakes CrossFit	13
My Good Life Fitness	13
Crunch Fitness	14
Equinox Bloomfield Hills	14
CrossFit Frostbite	14
Anytime Fitness	14
Triple Action Fitness	14
Anytime Fitness	15
Planet Fitness	15
TITLE Boxing Club FH	15
F45 Training North Livonia	15
Lifetime Northville	15

## APPENDIX – LOCAL FACILITIES

Indoor Turf Field Facilities	Drive Time (Minutes)
Total Sports Farmington	11
Total Sports Novi West	13
Total Sports Novi East	14
The Livonia Athletic District	18
Athletic Sports Complex	19
Elite Sportsplex	22
Cricindo Indoor Sports Arena	23
High Velocity Sports	25
Action Sports and Community	25
5 Star Sports and Training Center	25
UWM Sports Complex	26
Oakland Yard Athletics	27

Tennis Facilities	Drive Time (Minutes)
Orchard Ridge Campus Tennis Courts	5
Woodbrooke Hills Swim and Tennis Club	6
Franklin Athletic Club	7
Beechview Swim and Tennis Club	8
Farmington High School Tennis Courts	9
Tennis Courts - 23221 Power Rd	9
Detroit Tennis Club	11
The Sports Club of West Bloomfield	12
Tennis Courts - 22204 Beech	13
Marian HS Tennis Courts	14
Drake Sports Park	15
Novi Athletic Club	17
Pine Lake Country Club	17
BOH Indoor Tennis Club	21
Wessen Indoor Tennis Club	22
Center Line Parks and Rec	22
Wessen Lawn Tennis Club	22
Poppleton Park	24
Royal Oak HS Public Courts	24
Troy Racquet Club	25
Avis Park	25
Pembroke Park Public Tennis Courts	26
City of Warren Halmich Park	26
Boulan Park Public Tennis Courts	27
Wimbledon Racquet Club	27
Lafayette Plaisance Park	27
Somerset Park Public Tennis Courts	28
Athens Tennis Courts	28

## APPENDIX – LOCAL FACILITIES

Sports Performance Facilities	Drive Time (Minutes)
Athlete Lab	11
Redline Athletics Farmington Hills	12
Michigan Elite Conditioning for Athletes	13
Impact Sports Performance	14
Kinesis Physical Therapy and Fitness	14
MercyElite Sports Performance	15
High Performance Training	15
MercyElite Sports Performance	17
Triad Performance Training	18
Omnevo Performance Academy	18
2SP Sports Performance	21
2SP Sports Waterford	21

Outdoor Multi-Purpose Field Facilities	Drive Time (Minutes)
Pioneer Park	7
Greenmead Field	12
Lone Pine Elementary School Field	12
Founders Sports Park	13
St. Joe's Sports Dome - outdoor field	13
Bicentennial Park	13
Pine Lakes Soccer Fields	13
West Hill Soccer Fields	13
Jaycee Park	14
Anderson Middle School Field	15
Gainsboro Soccer field	17
Marks Field	17
Rosedale Soccer Club	17
Lyon Park Soccer Fields	17
Lake Pointe Soccer Park	18
The Madonna Athletics Complex	18
Northville Community Park	20
Tanger Field	21
Bell Creek County Park	21
Warren Community Center Fields	21
Red Oaks Youth Sports Complex	22
John Glenn Soccer Field	23
Parr Soccer Field	23
Tom Adams Field - WSU	24
Clawson High School	24
Wayne State College	24
UWM Sports Complex	26
Nagal Park Soccer Field	26

# FHSS FACILITY ASSET INVENTORY

Park/Facility Name	Acres	Accessibility	Baseball/ Softball	Basketball Courts	Bocce	Concert Venue	Concessions	Cross-Country Skiing	Disc Golf	Driving Range	Fitness Center	Football	Golf Course	Gymnasium	Horseshoes	Ice Skating Rinks	In-Line Hockey	Meeting Rooms	Nature Center	Nature/ Walking Trails	Parking	Pavilion	Picnic Areas	Playground	Restrooms	Shuffleboard	Skiing Hill	Soccer	Studio	Swimming Pool	Teen Center	Tennis Courts	Track	Volleyball
<b>School Parks and Facilities</b>																																		
Farmington High School	43.5	5	4	2	-	1	X	-	-	-	1	2	-	2	-	-	-	-	-	-	X	-	-	-	X	-	-	2	-	1	-	8	1	3
Harrison High School	42.2	5	2	1	-	1	X	-	-	-	1	2	-	1	-	-	-	-	-	-	X	-	-	-	X	-	-	3	-	1	-	8	1	3
North Farmington High School	42.0	5	4	1.5	-	1	X	-	-	-	1	3	-	2	-	-	-	-	-	-	X	-	-	-	X	-	-	3	-	1	-	1	1	3
East Middle School	23.0	5	1	1	-	-	X	-	-	-	1	1	-	1	-	-	-	-	-	-	X	-	-	-	X	-	-	1	-	1	-	-	1	2
O.E. Dunckel Middle School	19.3	5	1	1	-	-	X	-	-	-	1	1	-	1	-	-	-	-	-	-	X	-	-	-	X	-	-	1	-	1	-	-	1	1
Power Middle School	32.0	5	1	1	-	-	X	-	-	-	1	1	-	1	-	-	-	-	-	-	X	-	-	-	X	-	-	1	-	1	-	-	1	1
Warner Middle School	24.0	5	1	1	-	-	X	-	-	-	1	2	-	1	-	-	-	-	-	-	X	-	-	-	X	-	-	1	-	1	-	-	1	1
Beechview Elementary School	10.0	5	1	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	1	X	-	-	1	-	-	-	-	-	-
Eagle Elementary School	8.5	5	3	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	1	X	-	-	-	-	-	-	-	-	-
Flanders Elementary School	10.0	5	1	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	1	X	-	-	1	-	-	-	-	-	-
Forest Elementary School	10.0	5	2	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	1	X	-	-	1	-	-	-	-	-	-
Gill Elementary School	7.0	5	1	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	1	X	-	-	1	-	-	-	-	-	-
Highmeadow Elementary School	8.1	5	1	-	-	-	-	-	-	-	-	1	-	1	-	-	-	-	-	-	X	-	-	1	X	-	-	1	-	-	-	-	-	-
Hillside Elementary School	10.0	5	-	1	-	-	-	-	-	-	-	-	-	2	-	-	-	-	-	-	X	-	-	1	X	-	-	1	-	-	-	-	-	-
Kenbrook Elementary School	8.0	5	1	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	1	X	-	-	-	-	-	-	-	-	-
Lanigan Elementary School	10.6	5	1	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	1	X	-	-	1	-	-	-	-	-	-
Longacre Elementary School	8.0	5	1	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	2	X	-	-	-	-	-	-	-	-	-
William Grace Elementary School	7.2	5	1	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	1	X	-	-	-	-	-	-	-	-	-
Wood Creek Elementary School	8.4	5	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	1	X	-	-	-	-	-	-	-	-	-
Wooddale Elementary School	10.0	5	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	X	-	-	1	X	-	-	-	-	-	-	-	-	-
Alameda Early Childhood Center	11.0	5	-	1	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	X	-	-	1	X	-	-	1	-	-	-	-	-	-
Fairview Early Childhood Center	13.0	5	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	X	-	-	1	X	-	-	-	-	-	-	-	-	-

Parks	Acres
Bond Field	1.7
Costick Fields	10
William Grace Dog Park	4
Farmington Hills Golf Club	175
Founders Sports Park (includes Riley Skate Park)	101
Harmon Oaks Park	5
Heritage Park ( includes Riley Archery Range)	211
Hills 275 Trailhead	N/A
Memorial Park	2
Old Town Park	3.7
Pioneer Park	15.54
Riley Skate Park	N/A
Woodland Hills	74
Costick Activities Center + Fields	28
Farmington Hills Ice Arena (@ Founders Park)	N/A
The Hawk	42
Jon Grant Community Center	N/A
Longacre House	N/A
Riley Archery Range	N/A
Stables Art Studios	N/A
<b>Total</b>	<b>672.94</b>

**AGENDA**  
**CITY COUNCIL MEETING**  
**APRIL 10, 2023 – 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>

**REQUESTS TO SPEAK:** Anyone requesting to speak before Council on any agenda item other than an advertised public hearing issue must complete and turn in to the City Clerk a blue, Public Participation Registration Form (located in the wall rack by the south door entering the council chambers).

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

**STUDY SESSION (6:00 P.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
2. Proclamation recognizing April 24, 2023 as [Armenian Genocide Remembrance Day](#)
3. Proclamation recognizing April 9 – 15, 2023 as [National Public Safety Telecommunicators Week](#)

**CORRESPONDENCE**

**CONSENT AGENDA** - (See Items No. 9 - 20)

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**

**PUBLIC QUESTIONS AND COMMENTS**

Limited to five (5) minutes for any item of City business not on the agenda.

**COUNCIL MEMBERS COMMENTS AND ANNOUNCEMENTS**

**CITY MANAGER UPDATE**

**PUBLIC HEARING:**

4. Public hearing and consideration of the INTRODUCTION of an ordinance amending the Farmington Hills Code of Ordinances, Chapter 34, “Zoning,” Article 3, “Zoning Districts,” Section 34-3.1.5, “RA-2 One Family Residential,” Subsection 34-3.1.5.B, “Principal Permitted Uses,” in order to amend Subsection 34-3.1.5.B.v.f to allow municipal facilities that provide economic development educational and temporary operational services as principal permitted uses in the RA-2 Zoning District ([Zoning Text Amendment 1, 2023](#)).

5. Public hearing and consideration of [Revised Planned Unit Development Plan \(PUD\) 3, 2021](#) located at 32680 Northwestern Highway.

**NEW BUSINESS:**

6. Consideration of approval of [appointments](#) to various boards and commissions.
7. Transmittal and acceptance of [Capital Improvements Plan](#) (2023/2024 – 2028/2029).
8. Consideration of approval of the INTRODUCTION of an ordinance to amend the Farmington Hills Code of Ordinances, Chapter 2, to provide for amendment of retirement benefits and to extend consistent benefits to exempt employees of the 47<sup>th</sup> District Court. [CMR 4-23-45](#)

**CONSENT AGENDA:**

9. Recommended approval of award of contract for the Hull Road Gravel Road Conversion Project to Florence Cement Company in the amount of \$1,111,055.10. [CMR 4-23-46](#)
10. Recommended approval of award of contract for the 2023 Local Roads HMA Rehabilitation Project –Halsted Commons Subdivision to Nagle Paving Company in the amount of \$586,979.23. [CMR 4-23-47](#)
11. Recommended approval of award of contract for the 2023 Local Roads HMA Rehabilitation Project – Miller Rougemont Farm Subdivision (Spring Valley Road) to Nagle Paving Company in the amount of \$743,969.08. [CMR 4-23-48](#)
12. Recommended approval of award of cooperative bid for rock salt to Detroit Salt Company for a not to exceed total amount of 5,850 tons or \$348,777 for fiscal year 2023/24 and an estimated amount of 5,850 tons or \$359,249 for fiscal year 2024/25, with possible extensions. [CMR 4-23-49](#)
13. Recommended approval of award of proposal for Smart Cities Projects including Signage, Poles/Lighting, Related Equipment and Infrastructure to Clovity, Inc in the estimated yearly amount of \$350,000, with possible extensions. [CMR 4-23-50](#)
14. Recommended approval of emergency purchase of replacement golf course range netting to Net Connection in the amount of \$24,350. [CMR 4-23-51](#)
15. Recommended approval of request for employment under Section 10.01A of the City Charter for a [Makerspace Manager](#).
16. Recommended approval of request for employment under Section 10.01A of the City Charter for two [Hawk's Nest Leaders](#).
17. Recommended approval of request for employment under Section 10.01A of the City Charter for a [Hawk Concessions Leader](#).
18. Recommended approval of request for employment under Section 10.01A of the City Charter for a [Hawk Concessions Attendant](#).
19. Recommended approval of request for employment under Section 10.01A of the City Charter for a [Mechanic II](#).
20. Recommended approval of City Council [regular session meeting minutes](#) of March 20, 2023.

**ADDITIONS TO AGENDA**

21. Attorney Report

**CLOSED SESSION**

22. Consideration of approval to enter into a closed session to discuss an employee requested review for the City Manager (Note: Council will return to open session immediately following the closed session to take action if needed and to close the meeting).

**ADJOURNMENT**

Respectfully submitted,

Pamela B. Smith, City Clerk

**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.**



**PROCLAMATION**  
**Armenian Genocide Remembrance Day**  
*April 24, 2023*

- WHEREAS,** the Farmington Hills community joins human rights advocates and historians from around the world to recognize and mourn the 1.5 million Armenians who perished in the Armenian Genocide as ordered by the government of the Ottoman Empire, which began on April 24, 1915, with the arrest, exile, and murder of hundreds of Armenian intellectuals, political, religious, and business leaders; and
- WHEREAS,** during the 1915-1923 Genocide, Armenian survivors were forced to witness the slaughter of their relatives and the loss of their ancestral land and property in what is now known as the First Genocide of the 20<sup>th</sup> Century; and
- WHEREAS,** the State of Michigan declared in Act 558 of 2002 that April 24 of each year shall be the Michigan Day of Remembrance of the Armenian Genocide of 1915-1923 in memory of the victims and in honor of the survivors; and
- WHEREAS,** the failure to learn from the past allows history to repeat itself as the world saw during the 2020 Nagorno-Karabagh War when the military forces of Azerbaijan and Turkey attacked the Armenian civilian population of Nagorno-Karabagh and its churches and civic buildings, resulting in casualties and loss of ancestral land and property, motivated by the same genocidal campaign that their ancestors suffered; and
- WHEREAS,** Farmington Hills is proud to join the Armenian American community in its commemoration of the 108<sup>th</sup> anniversary of the Armenian Genocide in an effort to educate others about the tragic loss of life, land, and human rights of the Armenian people and the crimes of genocide committed against them, as well as Greeks and Assyrians, due to religious and political beliefs.

**NOW, THEREFORE, BE IT RESOLVED** that I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim April 24, 2023, as **Armenian Genocide Remembrance Day** in memory of the victims of the Armenian Genocide and in honor of the survivors and their descendants, and urge all citizens to join in this solemn remembrance.

A handwritten signature in black ink that reads "Vicki Barnett".

---

Vicki Barnett, Mayor



**PROCLAMATION**  
**National Public Safety Telecommunicators Week**  
**April 9 – 15, 2023**

- WHEREAS,** emergencies require the prompt response of police, fire, or emergency medical services, which are critical to the protection of life and the preservation of property; and
- WHEREAS,** the safety of our community members, police officers, firefighters, and paramedics is dependent upon the quality and accuracy of information obtained from those who contact communications centers; and
- WHEREAS,** City of Farmington Hills public safety telecommunicators are the first and most critical contacts that community members have with emergency services; and
- WHEREAS,** public safety telecommunicators provide a vital link for police officers, firefighters, and paramedics by monitoring their activities via radio and providing them with essential information to ensure their safety; and
- WHEREAS,** our City’s public safety telecommunicators have contributed substantially to the apprehension of criminals, suppression of fires, and prompt treatment of patients; and
- WHEREAS,** these dedicated employees exhibit compassion, understanding, and professionalism in the performance of their duties, helping to save millions of lives every day as they serve the public in this demanding profession.

**NOW, THEREFORE, BE IT RESOLVED** that I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim the week of April 9 – 15, 2023 as **National Public Safety Telecommunicators Week** in Farmington Hills and call upon everyone to recognize the important role that these professionals play as they assist others in their time of need and maintain the safety of all members of our community.

A handwritten signature in black ink that reads 'Vicki Barnett'.

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Vicki Barnett, Mayor



**DATE:** April 10, 2023

**TO:** Gary Mekjian, City Manager

**FROM:** Charmaine Kettler-Schmult, Director of Planning & Community Development

**SUBJECT:** Draft Zoning Text Amendment (ZTA) 1, 2023

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**BACKGROUND:**

Draft ZTA 1, 2023, stems from City Council’s June 2022 authorization of the potential use of space on the third floor of The HAWK Community Center for an educational innovation and economic development incubator, as well as Council’s August 2021 endorsement of plans for the buildout of space on the third floor as part of the planned incubator.

The HAWK is zoned RA-2, One Family Residential; therefore, draft ZTA 1, 2023, would permit educational uses customarily associated with economic development incubators, as principal permitted uses within the District. Because the uses would be permitted for only “municipal facilities” which are zoned RA-2, the uses would therefore become permitted for a couple of municipal properties in addition to the HAWK, including City Hall Campus and the Farmington Hills Golf Club.

[ZTA 1, 2023](#), was drafted by the City Attorney’s Office with input from the City’s planning consultant.

**PROCEDURAL HISTORY:**

February 16, 2023 – Staff introduces ZTA 1, 2023, and Planning Commission unanimously passes motion to set item for public hearing ([minutes](#))

March 16, 2023 – Following a public hearing, Planning Commission unanimously passes motion to recommend that City Council adopt ZTA 1, 2023 ([minutes](#))

**ACTION REQUESTED:**

Following a public hearing ([public hearing notice attached](#)), the following motion is suggested:

RESOLVE that City Council approve the ADOPTION of Zoning Text Amendment 1, 2023.



**ATTACHMENTS:**

- [Draft ZTA 1, 2023](#)
- [February 16, 2023, PC Meeting Minutes](#)
- [March 16, 2023, PC Meeting Minutes](#)
- [Public Hearing Notice](#)

ORDINANCE NO. C-\_\_\_\_\_-2023

CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE FARMINGTON HILLS CODE OF ORDINANCES, CHAPTER 34, "ZONING," ARTICLE 3, "ZONING DISTRICTS," SECTION 34-3.1.5, "RA-2 ONE FAMILY RESIDENTIAL," SUBSECTION 34-3.1.5.B, "PRINCIPAL PERMITTED USES," IN ORDER TO AMEND SUBSECTION 34-3.1.5.B.v.f TO ALLOW MUNICIPAL FACILITIES THAT PROVIDE ECONOMIC DEVELOPMENT EDUCATIONAL AND TEMPORARY OPERATIONAL SERVICES AS PRINCIPAL PERMITTED USES IN THE RA-2 ZONING DISTRICT.

THE CITY OF FARMINGTON HILLS ORDAINS:

*Section 1 of Ordinance. Ordinance Amendment.*

The Farmington Hills City Code, Chapter 34, "Zoning," Article 3, "Zoning Districts," Section 34-3.1.5, "RA-2 One Family Residential," Subsection 34-3.1.5.B, "Principal Permitted Uses," is amended to amend Subsection 34-3.1.5.B.v.f to read as follows:

**Section 34-3.1.5. RA-2 One Family Residential**

A. INTENT [*Unchanged.*]

B. PRINCIPAL PERMITTED USES

- i. Site built, one-family detached dwelling units
- ii. Farms
- iii. Neighborhood parks
- iv. Manufactured one-family detached dwelling units
- v. The following uses are permitted subject to the special conditions in Section 34-3.6:
  - a. Public, parochial or private elementary, intermediate or secondary schools offering courses in general education
  - b. Golf course, not including driving ranges or miniature golf courses
  - c. Churches
  - d. Nursery schools, day nurseries, and day care centers
  - e. Municipal buildings and uses not including any outdoor storage
  - f. Publicly owned and operated libraries, community wide parks and recreational facilities, and municipal facilities that provide both educational and temporary operational services (such as classes and space) for purposes of economic development in the community
  - g. Accessory buildings and uses customarily incidental to any principal permitted use.



I, the undersigned, the qualified and acting City Clerk of the City of Farmington Hills, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City of Farmington Hills at a meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2023, the original of which is on file in my office.

---

PAMELA B. SMITH, City Clerk  
City of Farmington Hills

DRAFT

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
FEBRUARY 16, 2023, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Countegan at 7:30 p.m.

Chair Countegan led a moment of silence in memory of the victims of the MSU shooting that occurred this past week.

**ROLL CALL**

Commissioners present:           Aspinall, Countegan, Grant, Stimson, Ware

Commissioners Absent:           Brickner, Mantey, Trafelet, Varga

Others Present:                   City Planner Perdonik, City Attorney Schultz, Planning Consultant  
Tangari, Historic District Commission Vice Chair Klemmer and  
incoming Chair Tulas

**APPROVAL OF THE AGENDA**

**MOTION by Stimson, support by Grant, to amend and approve the agenda as follows:**

- **Postpone E. Election of Officers until more Commissioners are present.**

**MOTION passed by voice vote.**

**REGULAR MEETING**

**Motion passed by voice vote.**

**A.     ZONING TEXT AMENDMENT 1, 2023**

CHAPTER OF CODE:           34, Zoning Ordinance

PROPOSED AMENDMENT:   Amend permitted use within the RA-2 zoning district to permit  
economic development activities

ACTION REQUESTED:       Set for public hearing

SECTION:                    34-3.1.5.B.v.f

City Planner Perdonik gave the background to this request to set for public hearing Zoning Text Amendment 1, 2023, to amend permitted uses within the RA-2 zoning district to permit economic development activities.

The requested uses would be permitted for municipally owned and operated community facilities within the RA-2 District. There are only a few such facilities in the City that are both (a) municipally owned and operated and (b) zoned RA-2, including The HAWK Community Center, Farmington Hills Golf Club, and City Hall.

This request stemmed in part from City Council's June 2022 authorization of the potential use of space on the third floor of the HAWK Community Center for an innovation and economic development incubator, as well as Council's August 25, 2021 endorsement of plans for the buildout of space on the third floor of the HAWK as part of the incubator.

Commission discussion:

In response to questions, City Planner Perdonik gave the following further information:

- This Zoning Text Amendment will enable the third floor space of the HAWK to be used for business incubator type activities, such as classroom space, laboratory space, research and development, etc. The space will be used by private sector entrepreneurial entities.
- The proposed use was different than the makerspace in the HAWK, in that the makerspace was used on an as-needed basis, without a contract or agreement. The third floor space could be used by startup companies or an educational entity who would enter into a contractual agreement with the City for a defined period of time for a certain type of use.
- Commissioner Ware pointed out that the HAWK currently offered classroom spaces for rent. Entrepreneurs and creatives could use the makerspace to create their products. The only thing the HAWK doesn't currently have is lab space to test products. The makerspace/classroom space already available was already supposed to be an incubator space for small businesses.
- Commissioner Stimson said the difference was that the third floor classrooms and incubator space would be dedicated space limited to a single user who was paying for that use for a specific period of time. Chair Countegan further clarified that the third floor space would be third party business-related operations as opposed to community services facilitated through the Parks and Rec Department.
- City Attorney Schultz explained that the idea was a portion of the HAWK would not necessarily be fully public, and therefore not permitted unless the use of the HAWK was expanded to include third party agreements for use of some of the space. The ability to contract the space would be in addition to what was already going on in the building.
- Chair Countegan suggested that allowable uses could be discussed at the public hearing. City Planner Perdonik added that staff could provide more information about what the use would actually entail prior to the public hearing.
- Chair Countegan said that from his standpoint, this change which had been suggested by City Council and staff constituted good planning, and correct steps were being followed to provide zoning language which would allow potential uses in the future.
- In answer to further questions, City Planner Perdonik explained:
  - This zoning change would not apply to the Costick Center because that building was in a different zoning district. There were only 2 other city properties besides the HAWK that might be affected – the golf course and City Hall.
  - The Master Plan update would be looking at whether other municipal facilities that were zoned Special Purpose District would remain as zoned, or perhaps be combined under one unified public use district that would outline what could be done across all city facilities, city-owned properties. Tonight's question was tailored to a specific use as envisioned by City Council, the EDC (Economic Development Corporation), and other stakeholders specifically as related to the third floor of the HAWK.

Chair Countegan indicated he was ready to entertain a motion.

**MOTION by Ware, support by Stimson, that Zoning Text Amendment 1, 2023, be set for public hearing for the Planning Commission's next available regular meeting agenda.**

**Motion passed by voice vote.**

**PUBLIC COMMENT**

None

**ADJOURNMENT**

**MOTION by Ware, support by Stimson, to adjourn the meeting at 8:04pm.**

**MOTION carried unanimously by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary

/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
MARCH 16, 2023, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Countegan at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Brickner, Countegan, Grant, Stimson, Trafelet, Varga, Ware  
Commissioners Absent:           Mantey  
Others Present:                   Staff Planner Canty, City Attorney Schultz, Planning Consultant  
  Tangari

**APPROVAL OF THE AGENDA**

**MOTION by Brickner, support by Trafelet, to approve the agenda as submitted.**

**MOTION passed by voice vote.**

**PUBLIC HEARING**

**A.     ZONING TEXT AMENDMENT 1, 2023**

CHAPTER OF CODE:           34, Zoning Ordinance  
PROPOSED AMENDMENT:       Amend permitted use within the RA-2 zoning district to permit  
  economic development activities at municipal facilities  
ACTION REQUESTED:         Recommendation to City Council  
SECTION:                      34-3.1.5.B.v.f

Staff Planner Canty explained that this proposed zoning text amendment would apply to the HAWK, City Hall, and the City Golf Club. The amendment was limited to municipal facilities in the RA-2 zoning district.

Chair Countegan opened the public hearing for public comment.

Economic Development Corporation Chair T R Carr and Assistant City Manager Joe Valentine made comments in support of this proposed Zoning Text Amendment as follows:

- This project had been under development by the Economic Development Corporation for several years.
- A \$750K grant had been received from the state of Michigan for some of the renovation on the third floor of the Hawk. The use (Innovation Center) would include the former chemistry and biology rooms from the former Harrison High School, encompassing about 14,000sf. The balance of the 100,000sf space on the 3<sup>rd</sup> floor is still under review.
- The goal for the Innovation Center is to incubate innovative companies for periods from a few months to 2-3 years. If the companies are successful, they will be encouraged to relocate within the City.
- There would be a phased build-out of the incubator space.

- The research and feasibility study that was done for the project showed a large demand for incubator space in this area. Several potential tenants had already shown interest.

In response to questions, Mr. Carr and Mr. Valentine provided the following information:

- Police and Fire Department could still have use of 3<sup>rd</sup> floor rooms for training.
- There were other innovation centers in the area including Ann Arbor SPARK, TechTown Detroit, an innovation center in Plymouth, and others. The EDC had done site visits and spoken with individuals at other start-up facilities.
- Eight labs were included in this project; they averaged about 1500sf each. Shared office use would be available.
- A lease in the innovation center would probably be 12–18 months.
- Relative to the HAWK’s budget, the \$750K grant from the State will expedite the City’s ability to get this use into the black. Partnerships with corporate and educational partners will encourage revenue growth. Authorization from City Council to the EDC was for a progressive approach: build space out, fill it, move to the next space, built that out, and so on. Partnering with a large corporate partner would advance that timetable, and again, advance the revenue received from the space.
- The current mechanical systems, electrical systems, plumbing and HVAC systems appeared to be working correctly. An issue with the gas line needed to be remedied.
- The Building and Planning Department will work with occupancy standards.
- The EDC and the City was seeking to clarify language in the zoning ordinance relative to allowing the use as described.

Seeing that no other public indicated they wished to speak, Chair Countegan closed the public hearing and brought the matter back to the Commission for discussion and/or a motion.

**MOTION by Brickner, support by Trafelet, to recommend that City Council adopt Zoning Text Amendment 1, 2023, which proposes to amend The Farmington Hills Code of Ordinances, Chapter 34, “Zoning,” Article 3, “Zoning Districts,” Section 34-3.1.5, “RA-2 One Family Residential,” Subsection 34-3.1.5.B, “Principal Permitted Uses,” in order to amend Subsection 34-3.1.5.B.v.f to allow municipal facilities that provide economic development educational and temporary operational services as principal permitted uses in the RA-2 Zoning District.**

**Motion passed by voice vote.**

**Motion passed by voice vote.**

#### **PUBLIC COMMENT**

None.

#### **COMMISSIONER/STAFF COMMENTS**

April meeting(s) will be April 20. A joint meeting with City Council relative to the Master Plan is being scheduled prior to the regular meeting. More to follow.

#### **ADJOURNMENT**

**MOTION by Trafelet, support by Grant, to adjourn the meeting at 10:14pm.**

**MOTION passed by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary

/cem

+

**CITY OF FARMINGTON HILLS  
CITY COUNCIL PUBLIC HEARING NOTICE**

[www.fhgov.com](http://www.fhgov.com)

**DATE:** April 10, 2023  
**TIME:** 7:30 P.M.  
**PLACE:** Farmington Hills City Hall, City Council Chambers  
31555 Eleven Mile Rd., Farmington Hills, MI 48336  
**ITEM:** Zoning Text Amendment 1, 2023

THE CITY OF FARMINGTON HILLS CITY COUNCIL WILL GIVE FORMAL CONSIDERATION TO A PROPOSED ZONING TEXT AMENDMENT TO THE FARMINGTON HILLS CODE OF ORDINANCES, CHAPTER 34, "ZONING", ARTICLE 3, "ZONING DISTRICTS," SECTION 3.1.5, "RA-2 ONE FAMILY RESIDENTIAL," SUBSECTION 34-3.1.5.B, "PRINCIPAL PERMITTED USES," IN ORDER TO AMEND SUBSECTION 34-3.1.5.B.v.f TO ALLOW MUNICIPAL FACILITIES THAT PROVIDE ECONOMIC DEVELOPMENT EDUCATIONAL AND TEMPORARY OPERATIONAL SERVICES AS PRINCIPAL PERMITTED USES IN THE RA-2 ZONING DISTRICT.

Any interested person is invited to comment on the request in person at the scheduled hearing, or written comments may be submitted to the City of Farmington Hills Planning Office at 31555 W. Eleven Mile Road, Farmington Hills, Michigan 48336, or [eperdonik@fhgov.com](mailto:eperdonik@fhgov.com), prior to the hearing. The application may be reviewed at the Planning Office between 8:30 a.m. and 4:30 p.m., Monday through Friday.

Erik Perdonik  
City Planner

Email: [eperdonik@fhgov.com](mailto:eperdonik@fhgov.com)  
Phone: (248) 871-2540  
Publish: March 23, 2023

**Procedures for accommodations for persons with disabilities:**

The City will be following its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the City Clerk (248) 871-2410 at least two (2) working days in advance of the meeting. An attempt will be made to make reasonable accommodations.



## **Inter-Office Correspondence**

**DATE:** April 10, 2023  
**TO:** Gary Mekjian, City Manager  
**FROM:** Charmaine Kettler-Schmult, Director of Planning and Community Development  
**SUBJECT:** Revised Planned Unit Development Plan (“PUD”) 3, 2021

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**Request:** Approval of Revised PUD Plan 3, 2021  
**Applicant:** NWH Holdings, LLC (Robert Asmar)  
**Owner:** NWH Holdings, LLC (Robert Asmar)  
**Sidwell:** 22-23-02-126-130  
**Zoning:** B-2, Community Business and B-3, General Business  
**Master Plan:** Multiple-Family Residential and Non-Center Type Business  
**Location:** 32680 Northwestern Highway

### **Description:**

The applicant has submitted for City Council consideration **Revised PUD Plan 3, 2021** to develop a 5.53-acre parcel located at 32680 Northwestern Highway. The application proposes to use the site for a 217-unit multiple-family residential structure with a central courtyard, and underground and surface parking.

Please see Giffels Webster’s review **attached** for a detailed review of the plans and accounting of the deviations from the Zoning Ordinance sought.

*In response to City Council comments at the March 13, 2023, Study Session, the applicant has now incorporated areas for a future transit shelter and public art display along the site’s Northwestern Highway frontage into the plan.*

### **Procedural Background:**

- February 18, 2021 – Planning Commission qualifies PUD (5-3) (**minutes**)
- April 22, 2021 – Planning Commission sets PUD plan for public hearing (5-3) (**minutes**)
- July 15, 2021 – Planning Commission holds public hearing on PUD plan and postpones request to August 19, 2021 (9-0) (**minutes**)

- August 19, 2021 – Revised plans presented to Planning Commission—Commission further postpones request to a date uncertain (5-1) ([minutes](#))
- June 16, 2022 – Revised plans presented to Planning Commission-Commission sets revised PUD plan for public hearing (6-2) ([minutes](#))
- July 21, 2022 – Commission postpones request to August 18, 2022 (8-0) ([minutes](#))
- August 18, 2022 – Commission postpones request to September 15, 2022 (8-0) ([minutes](#))
- September 15, 2022 – Planning Commission holds public hearing on revised PUD plan and recommends PUD plan approval to City Council (7-2) ([minutes](#))
- October 24, 2022 – City Council holds public hearing on revised PUD plan and passes motion tabling the item to a date uncertain (4-3) ([minutes](#))
- January 9, 2023 – Applicant attends City Council Study Session to discuss moving revised PUD plan forward ([minutes](#))
- March 13, 2023 – Applicant attends City Council Study Session to discuss moving revised PUD plan forward ([minutes](#))

### **Summary of Zoning Deviations Sought:**

- Permit multiple-family residential uses within B-2 and B-3 Districts at a density of 454 rooms where 230 rooms is the maximum density permitted in the RC-3 District.
- Permit the height of the multiple-family structure to be 55 feet where 50 is the maximum height permitted.
- Permit a 54.47-foot east side yard setback (from residential) where a minimum 75-foot setback is required.
- Permit 365 parking spaces for the site where 436 spaces are required.

### **Planning Commission Conditions:**

The Planning Commission's September 15, 2022, motion recommending approval of the PUD plan to City Council passed subject to the following conditions:

- Green roofs, if structurally feasible.
- Underground water storage requirements as set forth in the June 7, 2022 Environmental Review [[attached](#)], setting forth the requirements of proper water storage on the premises, including providing calculation details for the underground detention system.
- Higher density of landscape material will be used on the east side of the building, including taller trees that will be green year round such as arborvitae, and taller deciduous plants, to act as a blockade between the residential condominiums to the east and this project, and in addition, if required by ordinance and/or staff, a six foot screen wall. The screen wall does not eliminate or reduce the requirement for taller trees and landscaping including shrubs as described.
- Bicycle parking and EV stations be provided, with EV infrastructure installed in the parking structure and elsewhere as appropriate.

**Possible Council Actions:**

**Resolution for Approval:**

If City Council elects to approve Revised PUD Plan 3, 2021, dated March 24, 2023, the following motion is offered:

Resolve that the application for approval of Revised PUD Plan 3, 2021, is granted, subject to the following conditions:

- (1) Any conditions and requirements set forth in the Planning Commission’s September 15, 2022, motion recommending approval of the PUD plan to City Council shall be complied with or addressed to the satisfaction of the Planning and Community Development Department;
- (2) Any conditions and requirements stated in Giffels Webster’s review shall be complied with or addressed to the satisfaction of the Planning and Community Development Department;
- (3) Any conditions and requirements stated in the reviews of the City Engineer and City Fire Marshal are complied with or addressed to the satisfaction of the City Engineer and Fire Marshal;
- (4) *[Insert additional conditions if appropriate.]*

And further resolve that the City Attorney prepare the appropriate PUD agreement stipulating the final PUD approval conditions and authorizing the identified zoning deviations for City Council consideration and final approval.

**Resolution for Denial:**

If the City Council elects to deny Revised PUD Plan 3, 2021, dated March 24, 2023, the following motion is offered:

Resolve that the application for approval of revised PUD Plan 3, 2021, dated March 24, 2023, is denied because it does not meet all provisions set forth in Section 34-3.20 of the Zoning Ordinance and the proposed development will adversely affect the public health, welfare, and safety for the following reasons: *[Indicate reasons the PUD does not meet the requirements of Section 34-3.20 and/or will have the adverse effect described above.]*

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

Prepared by: Erik Perdonik, City Planner

**Attachments:**

- [Revised PUD Plan 3, 2021, dated March 24,2023](#)
- [Giffels Webster’s review dated April 4, 2023](#)
- [February 18, 2021, Planning Commission meeting minutes](#)
- [April 22, 2021, Planning Commission meeting minutes](#)
- [July 15, 2021, Planning Commission meeting minutes](#)
- [August 19, 2021, Planning Commission meeting minutes](#)
- [June 16, 2022, Planning Commission meeting minutes](#)
- [September 15, 2022, Planning Commission meeting minutes](#)
- [October 24, 2022, City Council meeting minutes](#)
- [January 9, 2023, City Council Study Session meeting minutes](#)

- **March 13, 2023, City Council Study Session meeting minutes**
- **Environmental review, dated June 7, 2022**
- **Engineering Division reviews, dated June 6, 2022, and August 1, 2022**
- **Fire Department review, dated October 14, 2022**
- **Public Notice**

# PEA GROUP



1849 Pond Run  
Auburn Hills, MI 48326

844.813.2949  
peagroup.com

March 22, 2023  
PEA Project No: 20-0129

City Council  
City of Farmington Hills  
3155 West Eleven Mile Road  
Farmington Hills, Michigan

## **RE: Stonefield of Farmington Hills PUD**

Honorable Member of the City Council:

On behalf of the design and development team, we would like to thank you of the opportunity to meet with you during the study sessions to present, discuss and gain insight on this project. We believe that this opportunity has been mutually beneficial. The purpose of this correspondence is to provide a summary of the project and formal responses to the comments and questions received during the study sessions.

### **PUD Public Benefits**

For this project we offer the following public benefits:

- The development is situated at the north portion of the City and is a focal entrance point to the City of Farmington Hills from Orchard Lake Road to the north and 14 Mile Road from the west. The design of the building would be a “Gateway” for entrance to the City of Farmington Hills and provide a benchmark for future multiple-family developments in the city.
- The development is surrounding by a scattering of buildings with many gaps in occupancy, whereby several “big-box” and restaurant locations are no longer operational. The opportunity to redevelop this property as multiple-family residential would positively impact the surrounding area by providing a concentration of residents that most-likely would frequent existing businesses within the immediate area thereby providing an economic impact that would go beyond an increased tax base.
- The proposed development is a “down zoning” of subject parcels from B-2 and B-3 to a multi-family zoning. There is a significant reduction in the volume of traffic generated when compared to the potential development permitted under the current B-2/B-3 zoning.
- The proposed development will provide for a housing demand in the area. There is a large demand for multiple-family housing within the region and in the City of Farmington Hills.
- The development will provide for an iconic art feature that will be presented along the Northwestern Highway frontage.

- The development will provide for a series of green roof systems that will assist in reducing the impacts on the existing storm water management system for the site.
- The development will provide for a location along Northwestern Highway frontage for the future installation of a transit stop.

### **Traffic Study**

Attached please find a copy of the initial Traffic Impact Study (TIS) completed by Rowe dated January 16, 2020, for the Northpoint PUD. Also attached please find a copy of the Supplemental Traffic Narrative completed by Rowe.

The Traffic Impact Study completed by Rowe for the Northpoint PUD included the subject parcel with a retail use (approximately 50,000 sq ft). Based upon the change in use from retail to residential, the AM Peak Hour, the PM Peak Hour and the Total Weekday Trips all dropped significantly:

AM Peak Hour: 177 to 68 (-109)  
PM Peak Hour: 325 to 86 (-239)  
Total Weekday: 3,752 to 1,088 (-2664)

### **Market Study**

Attached please find a copy of the market study that was recently completed by CBRE, dated March 13, 2023. The following are excerpts from the study:

- Based on concluded rents, annual income needed to qualify for the subject units ranges from \$79,200 to \$118,800. Up to 60.9% of households can afford the lowest priced unit.
- Most existing supply in the Primary Market Areas (PMA) is generally older with less than optimal appeal for the modern renter/owner. Households can only be added when new supply is introduced or when move-up demand is present. The PMA projects very limited household growth into the foreseeable future. Therefore, move-up demand will drive the subject's absorption. Move-up demand is expected due to the lack of modern units in PMA, the neighborhood's excellent access to employment, the area's high household income demographics, as well as Farmington Hills's good appeal.
- The area shows a historical absorption rate tendency of 10 to 17 units per month during the formation of new households. As mentioned, projections indicate no new household growth in the subject's area. Move-up demand typically accounts for 25% to 30% of multifamily absorption in appealing areas. Therefore, the subject should expect to see between four and six units absorbed, monthly. Assuming stabilized occupancy is 95%, the subject as proposed would be considered stabilized with 207 occupied units. Without new household formations, we expect the subject will be stabilized between 41 and 83 months after completion and ignoring preleasing.
- The core area of the PMA shows mostly dated apartment properties. The only newer competing property is Town Court Apartments that showed absorption of 15.2 units per month, on average.
- Given the proposed unit mix and location, the anticipated tenant profile is broad and ranges from seniors, young professionals to small families.

## **Density**

In order to bring this high-quality residential development to the marketplace that provides a large range of amenities and services, it is necessary to realize a certain density to make it economically viable. It is estimated that cost of construction for the proposed is approximately \$30 million dollars. A higher density creates a more efficient and cost-effective method of development and allows the ability to effectively position the building to take advantage of tiered building approach that aesthetically enhances the surrounding area. Traditional development would create an increased footprint for a similar development and not be able to incorporate the modern design features and services that this project can provide.

## **Management**

This development will be professionally managed by **The Associated Management Company (TAMC)**. TAMC is a full service, regional real estate property management firm headquartered in Metropolitan Detroit. TAMC specialize in conventional, senior, and affordable housing. TAMC excels in new lease ups, renovation, and repositioning of apartment communities. TAMC has been serving Michigan seniors and families for more than 50 years.

TMAC is an Accredited Management Organization through the Institute of Real Estate Management, TAMC understands the importance of trust, credibility, and performance. TAMC continually reinvest in our communities in both upkeep and improvements. Funds are set aside, dedicated solely for this purpose and is built into our management model.

## **Security**

Much of the parking for the residents of the development is located under the building. The remaining surface parking that surrounds the building is in close proximity to the building and will be monitored 24 hours a day using a series of cameras located round the building. The proposed site only a single point of access to Northwestern Highway.

Based upon our study sessions, we are respectfully requesting your approval for the Final PUD Determination for this project. As a part of this approval, we are requesting the following waivers:

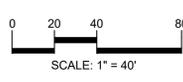
- A building height waiver of 5' to permit a maximum building height of 55'; where 50' is required.
- A building setback waiver of 20.53' from the adjacent residentially zoned parcel to the east to permit a setback of 54.47'; where 75' is required.
- A density waiver of 313 rooms to permit a density of 454 rooms; where 230 rooms is required.
- A parking requirement waiver of 71 spaces to permit providing 365 spaces; where 436 spaces is required.

We look forward to discussion this project with you at an upcoming City Council meeting.

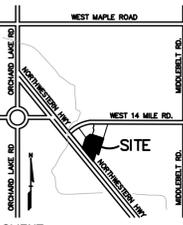
## **PEA Group**



James P. Butler, PE  
Project Executive | Principal



**CAUTION!**  
THE LOCATIONS AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS DRAWING ARE ONLY APPROXIMATE. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXACT UTILITY LOCATIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.



CLIENT  
**NWH HOLDINGS, LLC**  
32825 NORTHWESTERN HIGHWAY  
FARMINGTON HILLS, MICHIGAN 48326

PROJECT TITLE  
**STONEFIELD OF FARMINGTON HILLS**  
32825 NORTHWESTERN HIGHWAY  
FARMINGTON HILLS, MICHIGAN 48326

REVISIONS

PER CITY COMMENTS	04-23-2021
REVISED SUBMITTAL	05-28-2021
REVISED SUBMITTAL	08-02-2021
REVISED SUBMITTAL	04-07-2022
REVISED SUBMITTAL	05-19-2022
REVISED SUBMITTAL	07-18-2022
CC STUDY SESSION	12-16-2022
CHANGE PER CC	03-24-2023

ORIGINAL ISSUE DATE:  
MARCH 18, 2020

DRAWING TITLE  
**PRELIMINARY SITE PLAN**

PEA JOB NO. 2020-0129  
P.M. JPB  
DN. JKS  
DES. JDS  
DRAWING NUMBER:

**LEGEND**

- |                  |                  |                     |
|------------------|------------------|---------------------|
| ● IRON FOUND     | ⊗ BRASS PLUG SET | ⊙ SEC. CORNER FOUND |
| ⊗ IRON SET       | ⊗ MONUMENT FOUND | R RECORDED          |
| ⊗ NAIL FOUND     | ⊗ MONUMENT SET   | M MEASURED          |
| ⊗ NAIL & CAP SET |                  | C CALCULATED        |
- 
- |             |   |
|-------------|---|
| — OH-ELEC — | ELEC. PHONE OR CABLE TV O.H. LINE, POLE & GUY WIRE  |
| — UG-CATV — | UNDERGROUND CABLE TV, CATV PEDESTAL                 |
| ⊗ UG-PHONE  | TELEPHONE U.G. CABLE, PEDESTAL & MANHOLE            |
| ⊗ UG-ELEC   | ELECTRIC U.G. CABLE, MANHOLE, METER & HANDHOLE      |
| ⊗ UG-ELEC   | GAS MAIN, VALVE & GAS LINE MARKER                   |
| ⊗           | WATERMAIN, HYD., GATE VALVE, TAPPING BLEEVE & VALVE |
| ⊗           | SANITARY SEWER, CLEANOUT & MANHOLE                  |
| ⊗           | STORM SEWER, CLEANOUT & MANHOLE                     |
| ⊗           | COMBINED SEWER & MANHOLE                            |
| ⊗           | SQUARE, ROUND & BEEHIVE CATCH BASIN, YARD DRAIN     |
| ⊗           | POST INDICATOR VALVE                                |
| ⊗           | WATER VALVE BOX/HYDRANT VALVE BOX, SERVICE SHUTOFF  |
| ⊗           | MAILBOX, TRANSFORMER, IRRIGATION CONTROL VALVE      |
| ⊗           | UNIDENTIFIED STRUCTURE                              |
| ⊗           | SPOT ELEVATION                                      |
| — 670 —     | CONTOUR LINE  |
| — X —       | FENCE   |
| — X —       | GUARD RAIL  |
| — X —       | STREET LIGHT  |
| — X —       | SIGN  |
| CONC.       | CONCRETE  |
| ASPH.       | ASPHALT   |
| GRAVEL      | GRAVEL SHOULDER                                     |
| WETLAND     | WETLAND   |
- 
- |     |                      |
|-----|----------------------|
| 310 | HEAVY FLOW DUTY ONLY |
| 310 | HEAVY FLOW DUTY ONLY |
| 310 | HEAVY FLOW DUTY ONLY |

**FLOODPLAIN NOTE:**  
BY GRAPHICAL PLOTTING, SITE IS WITHIN ZONE "X". AREA DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN PER FLOOD INSURANCE RATE MAP NUMBER 26125C0513F, DATED SEPTEMBER 29, 2006.

**SITE DATA TABLE (STONEFIELD OF FARMINGTON HILLS):**

**SITE AREA:**  
PARCEL AREA = 5.54 ACRES (241,108 SF)  
PUD BOUNDARY = 5.03 ACRES (219,471 SF)

EXISTING ZONING = B-2 & B-3 COMMUNITY BUSINESS DISTRICT  
PARCEL ID: 22-23-02-126-130

**SETBACKS (BASED ON B-2 REQUIREMENTS):**

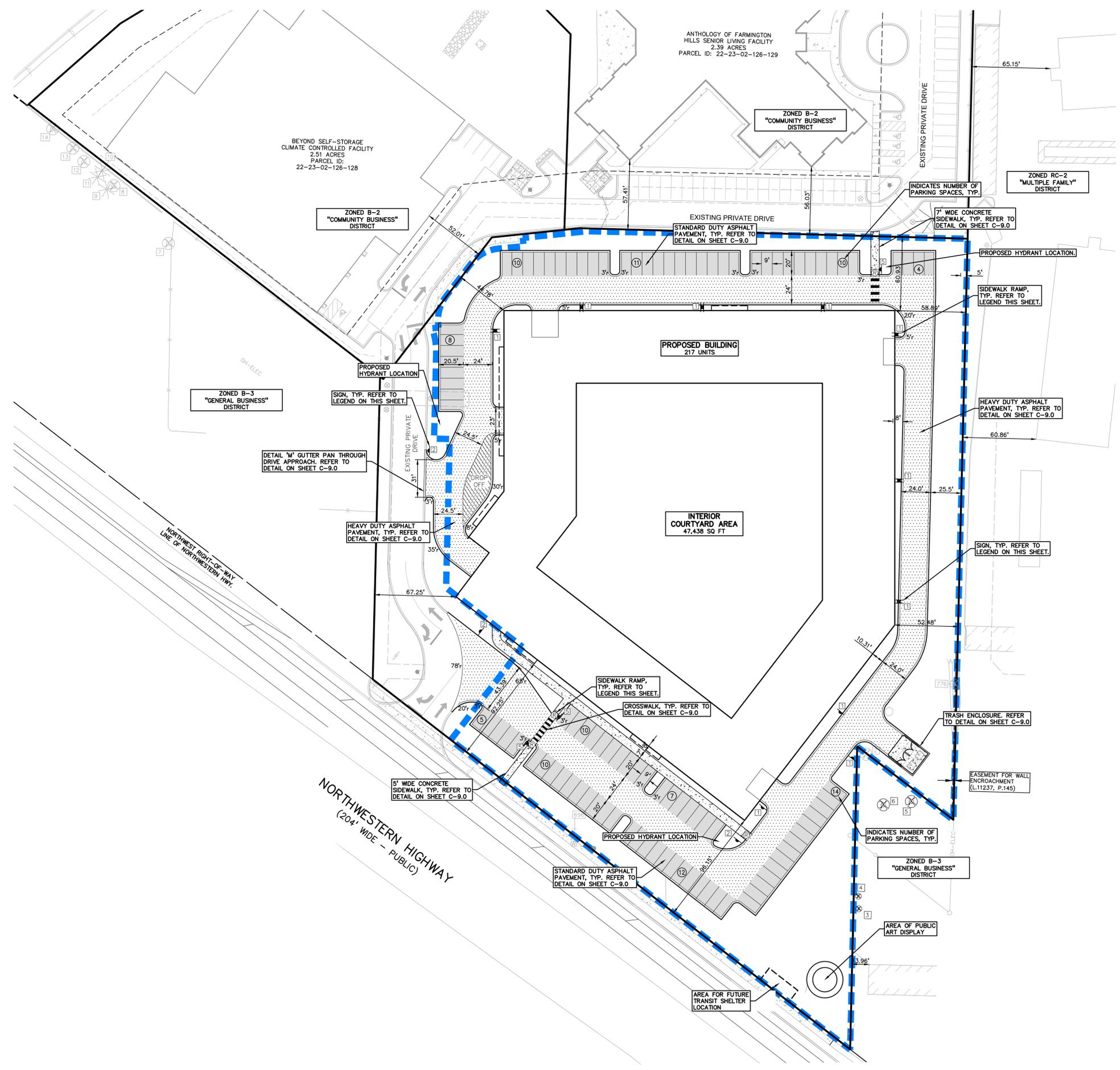
	REQUIRED	PROVIDED
FRONT (NW HIGHWAY):	75 FEET	96.15 FEET
SIDE YARD (WEST):	20 FEET	49.77 FEET
SIDE YARD (EAST):	75 FEET	50.74 FEET (ADJACENT TO RESIDENTIAL ZONE) (+)
SIDE YARD (NORTH):	20 FEET	60.93 FEET

**BUILDING INFORMATION (BASED ON B-2 REQUIREMENTS):**  
BUILDING FOOTPRINT = ±63,540 SQ. FT. (DOES NOT INCLUDE UPPER STORIES)  
MAXIMUM BUILDING HEIGHT ALLOWED = 50 FEET  
PROPOSED BUILDING HEIGHT = 55'-0" (+)  
BUILDING COVERAGE = 28.95% (63540 / 219471)  
PERCENT OPEN SPACE (WITHOUT INTERIOR COURTYARD) = 21.85% (47955 / 219471)  
PERCENT OPEN SPACE (WITH INTERIOR COURTYARD) = 43.46% (95393 / 219471)  
DENSITY (PER ORDINANCE)  
PERMITTED PER RC-3 REQUIREMENTS = 230 ROOMS  
PROPOSED = 543 ROOMS (+); ((112 x 2) + (101 x 3) + (4 x 4))

**PARKING CALCULATIONS:**  
217 UNITS; (112-1 BEDROOM UNITS, 101-2 BEDROOM UNITS AND 4-3 BEDROOM UNITS)  
PARKING REQUIRED (PER ZONING ORDINANCE) = 2 SPACES FOR 1 AND 2 BEDROOM UNITS; 2.5 SPACE FOR 3 BEDROOM UNITS  
REQUIRED PARKING = ((112+101) UNITS x 2 SPACES) + (4 UNITS x 2.5 SPACES) = 426 SPACES  
PARKING PROVIDED = 101 SURFACE SPACES + 264 COVERED SPACES = 365 (INC. 9 BARRIER FREE SPACES) (+)  
PROPOSED PARKING RATIO = 365 SPACE/217 UNITS = 1.68 SPACES/UNIT  
(+) INDICATES THAT A DEVIATION FROM THE ZONING ORDINANCE REQUIREMENT IS BEING REQUESTED AS A PART OF THE PUD APPROVAL.

**DEVIATIONS REQUESTED:**  
HEIGHT: 50' PERMITTED; 55' PROPOSED = 5' DEVIATION  
SETBACK (SIDE): 75' REQUIRED; 52.48' PROPOSED = 22.52' DEVIATION  
PARKING: 426 REQUIRED; 365 PROVIDED = 61 SPACE DEVIATION  
DENSITY: 543 PERMITTED; 230 ROOMS PROPOSED = 313 ROOM DEVIATION

■ ■ ■ ■ ■ PROPOSED PUD BOUNDARY



S:\PROJECTS\2020-0129-0129-0129 STONEFIELD OF FARMINGTON HILLS\DWG\100 PUD DETERMINATION\C-3.0\DWG-20-0129.rvt

NOT FOR CONSTRUCTION

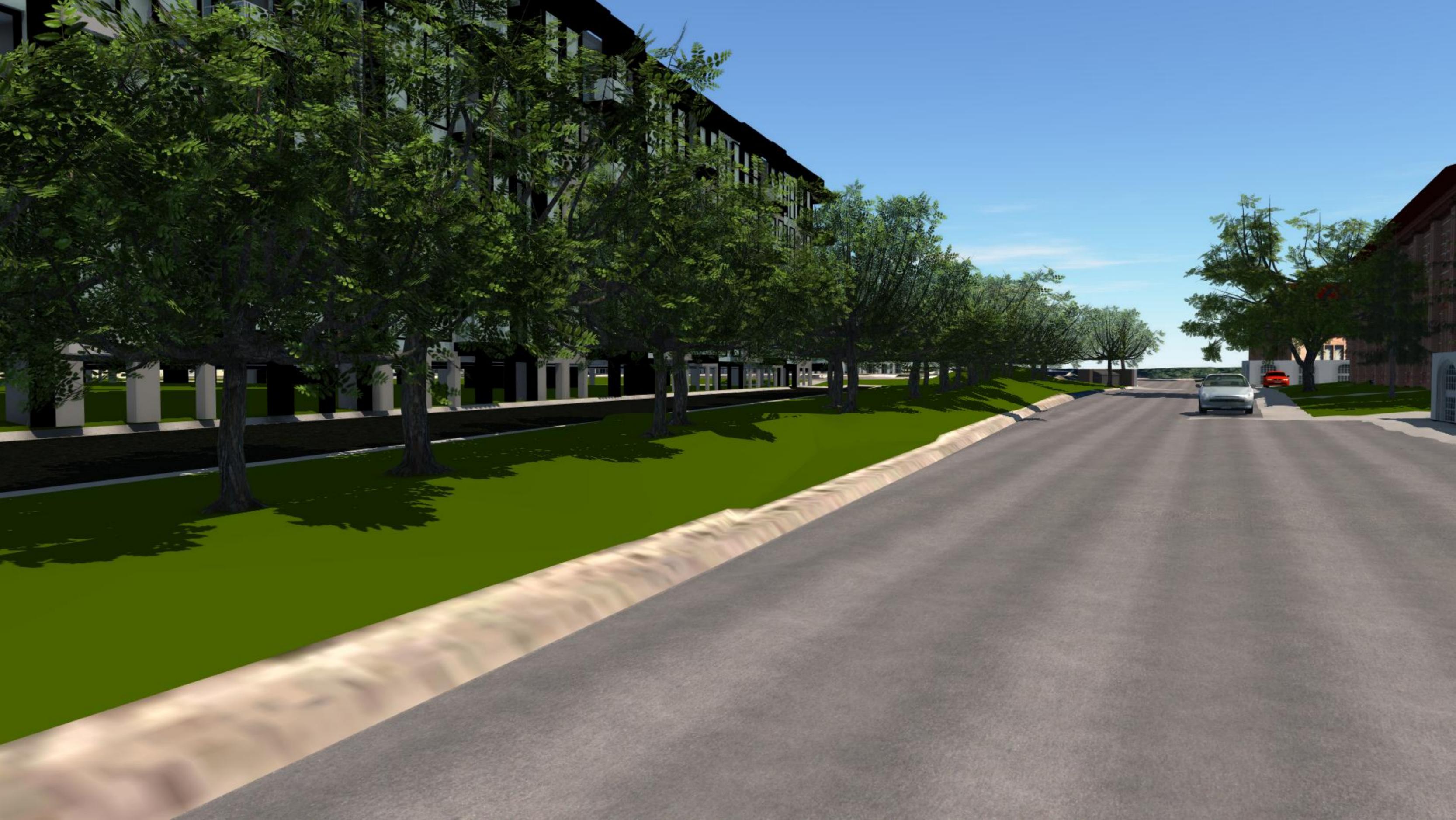
C-3.0

























April 4, 2023

Farmington Hills Planning Commission  
31555 W 11 Mile Rd  
Farmington Hills, MI 48336

## PUD – Final Determination

Case: PUD 3, 2021  
Site: 32680 Northwestern Highway (Parcel ID 22-23-02-126-130)  
Applicant: NWH Holdings, LLC/Robert Asmar  
Plan Date: revised 12/16/2022, with updates 3/27/2023  
Zoning: B-2 Community Business and B-3 General Business

We have completed a review of the application for PUD qualification referenced above and a summary of our findings is below. Items in **bold** require specific action by the Applicant. Items in *italics* can be addressed administratively.



**SUMMARY OF FINDINGS**

**Existing Conditions**

1. **Zoning.** The site is currently zoned a mix of B-2 and B-3.
2. **Existing site.** The site is 5.53 acres and is mostly vacant, having been formerly occupied by all or parts of several commercial buildings. The site has no wetlands or other notable natural features.
3. **Adjacent Properties.**

Direction	Zoning	Land Use
North	B-2 w/ PUD (Northpoint)	Senior housing
East	B-3/RC-2 Multiple Family	Commercial/multi-family
South	B-3	Commercial
West	B-2/B-3 w/ PUD (Northpoint)	Commercial

4. **Site configuration and access.** The site is proposed to be accessed from a single driveway, shared with the Northpoint PUD, which occupies the land to the west and north.

**PUD Qualification:**

Under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on the following criteria and procedures. **At its meeting on February 18, 2021, the Planning Commission granted preliminary PUD qualification approval to the site, citing the plan’s compliance with all objective viii of Section 34-3.20.2.E. (see discussion of E below). At the time, planning commissioners generally did not take issue with the proposed use, but several expressed reservations about the scale of the use, particularly its density and height. The PUD was also reviewed by the Planning Commission at its meeting of August 19, 2021, and again June 16, 2022; both times, a recommendation was postponed to provide an opportunity for the applicant to amend the plan in response to discussion at the meeting. The motion to postpone included non-binding advice to the applicant to reduce height and overall density, and increase the east side setback. Density and building height have been reduced since the June meeting. The applicant is seeking final PUD qualification, but is not seeking site plan approval concurrent with final qualification. Preliminary approval is not a guarantee of final approval.**

Criteria for qualifications. In order for a zoning lot to qualify for the Planned Unit Development option, the zoning lot shall either be located within an overlay district or other area designated in this chapter as qualifying for the PUD option, or it must be demonstrated that all of the following criteria will be met as to the zoning lot:

- A. The PUD option may be effectuated in any zoning district.
- B. The use of this option shall not be for the sole purpose of avoiding the applicable zoning requirements. Any permission given for any activity or building or use not normally permitted shall result in an improvement to the public health, safety and welfare in the area affected.  
*The proposed use—apartments—is not permitted in the B-2 or B-3 districts, though the portion of the site zoned B-2 is planned for multiple-family residential on the Future Land Use map.*
- C. The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards. Problems or constraints presented by applicable zoning provisions shall be identified in the PUD application.

Asserted financial problems shall be substantiated with appraisals of the property as currently regulated and as proposed to be regulated.

*The applicant is proposing significantly more density than is permitted in any of the three RC multiple-family districts (more than twice the permitted density of the RC-3 district). The applicant's narrative provides rationale behind the proposed density, essentially averring that a denser development serves as a step-down to the RC-2 district to the east from the commercial uses and regional thoroughfare to the south and east.*

- D. The Planned Unit Development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those contemplated in the Future Land Use Plan unless the proponent can demonstrate to the sole satisfaction of the city that such added loads will be accommodated or mitigated by the proponent as part of the Planned Unit Development.

*The number of apartment units proposed on the site clearly exceeds the number of multi-family units that could be built under other multi-family zoning; the site's current commercial designation (primarily B-2) supports uses with a wide array of traffic demands. Nevertheless, this is a large number of units. The applicant provided a traffic study in 2021; we defer to engineering for a review of its findings, and also note that the number of units has increased in the meantime. The complex would utilize the same access point to Northwestern Highway as the rest of the Northpoint PUD; there is not a vehicular connection from the apartments to 14 Mile or the senior housing parking lot.*

- E. The Planned Unit Development must meet, as a minimum, one of the following objectives of the city (bold items are those directly addressed in the applicant's original narrative):

- i. **To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.**

*Open space is primarily found on the site in the courtyard commons, though the narrative calls attention to an intent to create a dense buffer to the east and utilize green roofs and landscaping on the building's various tiers to mitigate its overall impact. Plans now show the buffer to the east.*

- ii. **To permanently establish land use patterns which are compatible or which will protect existing or planned uses.**

*The Future Land Use map does identify the northern portion of this property as multiple-family residential. As the planning commission considers the proposed use's compatibility with surrounding uses, the proposed scale of the use should feature prominently in the discussion.*

- iii. To accept dedication or set aside open space areas in perpetuity.
- iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.
- v. **To guarantee the provision of a public improvement which could not otherwise be required that would further the public health, safety, or welfare, protect existing or future uses from the impact of a proposed use, or alleviate an existing or potential problem relating to public facilities.**

*The applicant’s narrative cites the access management benefit of the single driveway to Northwestern Highway, versus the separate driveways that previously served the individual commercial sites here. The applicant now also shows an open space area with a planned sculpture.*

**vi. To promote the goals and objectives of the Master Plan for Land Use.**

*As noted above, the future land use map does call for multiple-family residential on the B-2 portion of the property, leaving a commercial liner along Northwestern Highway. The proposed project introduces this use, though at a higher density than permitted elsewhere in the city.*

**vii. To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.**

*The applicant notes that the building is designed to create a gateway appearance for the city, fosters further walkability in the area, and is designed not to look monolithic (some conceptual illustrations were provided, though the planning commission is not making any decision on these or any other aspect of the site plan at this time). Building materials are also cited toward meeting this objective. If this PUD is approved, the PUD Agreement should include reference to proposed exemplary design and materials (including brick masonry and fiber cement products, and the green roof elements mentioned above) that are proposed and require that they be a part of the development.*

**viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.**

*The applicant’s narrative calls attention to the large number of commercial buildings in the area that are not occupied, or listed for lease or sale, noting that an influx of residents to the area would increase the pool of potential patrons for remaining businesses. The planning commission cited this objective in its motion to grant preliminary PUD qualification.*

*Though only one objective must be met by the plan, the applicant’s original narrative directly addressed objectives i, ii, and v.-viii. **At the preliminary qualification stage, the motion to grant preliminary qualification cited only objective viii.***

- F. The PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request; such objectives should be pursued through the normal zoning process by requesting a zoning change or variance.

*An increase in density is certainly sought by the applicant. Given that the proposed use is not permitted in the underlying district, it appears that the request is not made solely to avoid a variance. However, several deviations from ordinance standards would be requested to facilitate the conceptual plan.*

- G. Request for qualification:

- i. Any person owning or controlling land in the city may make application for consideration of a Planned Unit Development. Unless otherwise provided, such application shall be made by

submitting a request for a preliminary determination as to whether or not a parcel qualifies for the PUD option.

- ii. A request shall be submitted to the city. The submission shall include the information required by subparagraph iii. below.
- iii. Based on the documentation submitted, the planning commission shall make a preliminary determination as to whether or not a parcel qualifies for the PUD option under the provisions of Section 34-3.20.2 above. A preliminary determination that the parcel qualifies will not assure a favorable recommendation or approval of the PUD option, but is intended only to provide an initial indication as to whether the applicant should proceed to prepare a PUD plan upon which a final determination would be based. The submittal must include the following:
  - a. Substantiation that the criteria set forth in Section 34-3.20.2 above, are or will be met.
  - b. A schematic land use plan containing enough detail to explain the function of open space; the location of land use areas, streets providing access to the site, pedestrian and vehicular circulation within the site; dwelling unit density and types; and buildings or floor areas contemplated.
  - c. A plan for the protection of natural features. In those instances where such protection is not an objective of the PUD option, the plan need not be submitted.
- iv. The planning commission shall approve or deny the applicant's request for qualification. Whether approved or denied, the applicant may then proceed to prepare a PUD plan upon which a final determination will be based.

*The applicant has submitted a narrative describing the use, addressing the objectives of 34-3.20.2, and a conceptual plan, including a breakdown of the number and types of units sought.*

**Request for final determination.** Per Section 34-3.20.5.B, the following must be submitted when seeking final determination of PUD qualification:

a. A boundary survey of the exact acreage being requested done by a registered land surveyor or civil engineer (scale not smaller than one inch equals one hundred (100) feet).	Y
b. A topographic map of the entire area at a contour interval of not more than two (2) feet. This map shall indicate all major stands of trees, bodies of water, wetlands and unbuildable areas (scale: not smaller than one inch equals one hundred (100) feet).	Y
c. A proposed land use plan indicating the following at a scale no smaller than one inch equals one hundred (100) feet (1" = 100'):	Y
(1) Land use areas represented by the zoning districts enumerated in Section 34-3.1.1 through Section 34-3.1.30 of this chapter.	*
(2) Vehicular circulation including major drives and location of vehicular access. Preliminary proposals as to cross sections and as to public or private streets shall be made.	Y

(3) Transition treatment, including minimum building setbacks to land adjoining the PUD and between different land use areas within the PUD.	Y
(4) The general location of nonresidential buildings and parking areas, estimated floor areas, building coverage and number of stories or height.	Y
(5) The general location of residential unit types and densities and lot sizes by area.	Y
(6) A tree location survey as set forth in Section 34-5.18, Tree Protection, Removal and Replacement.	Y
(7) The location of all wetlands, water and watercourses and proposed water detention areas.	Y
(8) The boundaries of open space areas that are to be preserved and reserved and an indication of the proposed ownership thereof.	Y
(9) A schematic landscape treatment plan for open space areas, streets and border/transition areas to adjoining properties.	Y
d. A preliminary grading plan, indicating the extent of grading and delineating any areas which are not to be graded or disturbed.	Y
e. An indication of the contemplated water distribution, storm and sanitary sewer plan.	Y
f. A written statement explaining in detail the full intent of the applicant, indicating the type of dwelling units or uses contemplated and resultant population, floor area, parking and supporting documentation, including the intended schedule of development.	Y

\* The applicant is proposing only a multi-family residential use for the full site.

*The applicant has submitted a package meeting the minimum requirements for final determination. As noted above, this is not a submission for site plan, landscape plan, and tree protection plan approval; all of these will need to be submitted with full detail if the City Council grants a final determination that the site qualifies for a PUD.*

**Conceptual Site Plan & Use:**

- 1. Summary of Proposed Use.** The planning commission and City Council are not assessing the site plan in detail; the applicant will return with a full site plan. However, the conceptual plans and illustrations provided by the applicant provide an indication of the type of site plan the planning commission can expect if preliminary qualification is granted. The applicant is proposing to construct a 217-unit apartment building around two courtyard commons (earlier conceptual plans had 200 and 253 units, respectively). Access to the site would be from Northwestern Highway, via the same driveway that serves Northpoint Storage. The ground floor of the building is devoted to indoor parking, with all living units on the floors above. The parking lot has been re-configured to eliminate long dead-end aisles and the spaces along the eastern property line.
- 2. Density.** The parcel is 241,095 square feet. Density is determined by the number of rooms. To determine the number of rooms, the following standard (Section 34-3.5.2.F.) is applied:

Efficiency unit: 1 room

One-bedroom unit: 2 rooms

Two-bedroom unit: 3 rooms

Three-bedroom unit: 4 rooms

The applicant has reduced the number of proposed units from 253 to 217, and number of each type has been adjusted to 112 one-bedroom units (224 rooms), 101 two-bedroom units (303 rooms), and 4 three-bedroom units (16 rooms) with a total of **543 rooms**, based on the standard above (514 rooms in the initial plan, 505 on the first revision, 633 on the last version). The following densities are permitted under conventional zoning:

District	Lot Area/sq ft	Rooms permitted
RC-1	1,900	126 rooms
RC-2	1,400	172 rooms
RC-3	1,050	230 rooms

The proposed density is about 2.36 times that of the densest multiple-family district in the city. Density has been decreased from the last iteration of the conceptual plan.

3. **Master Plan.** The master plan’s Future Land Use map designates the portion of the site zoned B-2 as multiple-family residential, and the portion zoned B-3 as non-center-type business. The B-3 portion of the property is consistent with this designation; the B-2 portion is not. The property is not addressed on the residential density map, though it is adjacent to a high-density area, which is described as consistent with the RC districts. The site is not part of any special planning area.

Non-Center-Type Business is described as follows in the Master Plan: *“Non-Center Type Business uses are those that are not compatible with shopping centers and that could have an undesirable impact on abutting residential areas. They include most automobile-oriented uses and outdoor uses; e.g. those that have the greatest impact beyond their boundaries in terms of either traffic generation, noise or appearance. These are the uses that are permitted within the B-3 General Business District.”* Generally speaking, the category anticipates stand-alone sites rather than a planned, walkable environment.

2. **Dimensional Standards.** Generally, it appears that the applicant would be seeking relief from the maximum height (55 ft vs 50 ft) and east side setback standards (52.48 ft vs 75 ft) of the underlying districts. The height of the building has been reduced from previous versions of the plan, from 69 feet to 55 feet.
3. **Parking.** 436 spaces are required for the proposed unit counts (the plan says 426, but seems to have missed the 10 spaces for the 3-bedroom units); 365 spaces are proposed (a ratio of 1.68 spaces per unit), which requires relief from ordinance standards.
4. **Trees and Preliminary Landscaping.** The preliminary landscaping plan correctly accounts for replacement and parking lot tree requirements. Where the east property line was previously lined with parking spaces, the plan has removed these and now proposes a landscape buffer area between this development and the multi-family complex to the east. **The Planning Commission and City Council may wish to discuss additional landscaping, particularly along the north, east, and south property lines, as a condition of PUD qualification; details of such additional screening could be finalized at site plan review.**
5. **Public Art.** The applicant has updated the plans to include an area set aside for a piece of public art, with accompanying conceptual imagery.

6. **Bicycles and EVs.** We previously called attention to the lack of a labeled bicycle parking area (preferably within the garage), and electric vehicle parking spaces. The narrative now refers to bike storage as an amenity. Providing adequate bike storage could mitigate some of the impact of the deviation from parking requirements sought by the applicant. Electric vehicle spaces will be essential to ensuring the property's future marketability to renters; their location can be addressed at site plan review.
7. **Requirements of the B-2 and B-3 districts:**

Standard	B-2 Requirement	B-3 Requirement
Lot Size	--	--
Lot width	--	--
Lot coverage	--	--
Front setback	75 ft	25 ft
Rear setback	20 ft	20 ft
Side setback	20 ft	10 ft
Residential setback	75 ft	20 ft
Side street setback	75 ft	25 ft
Building height	Max. 50 ft/3 stories	Max. 50 ft/3 stories
Front yard open space	20%	50%

#### Considerations for the Planning Commission and City Council

As this is a planned unit development, and the applicant is seeking some substantial deviations from ordinance standards, the Planning Commission and City Council may wish to discuss with the applicant project elements that bring greater benefit to the wider community such as art or gateway elements on the site that would be visible to pedestrians and motorists traveling in the adjacent right-of-way, public amenities such as a wider sidewalk to accommodate more users, benches along the public sidewalk, greater landscaping in the right-of-way, public art in the right-of-way, or other items.

#### Relief from Ordinance Standards

Per the application materials, relief is sought from the following ordinance standards:

1. **Height:** Proposed maximum height is 55 feet, where 50 feet is permitted in the underlying district (a deviation of 5 feet).
2. **East side setback (to residential):** 52.47 feet is proposed where the underlying district requires 75 feet (a deviation of 22.53 feet).
3. **Density.** The plan does not specify a base district for density standards. 543 rooms are proposed; the maximum number of rooms permitted in the RC-3 district is 230 (a deviation of 313 rooms).
4. **Parking.** 365 spaces are proposed where 436 are required (a deviation of 71 spaces)

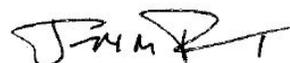
We are available to answer questions.

Respectfully,

Giffels Webster



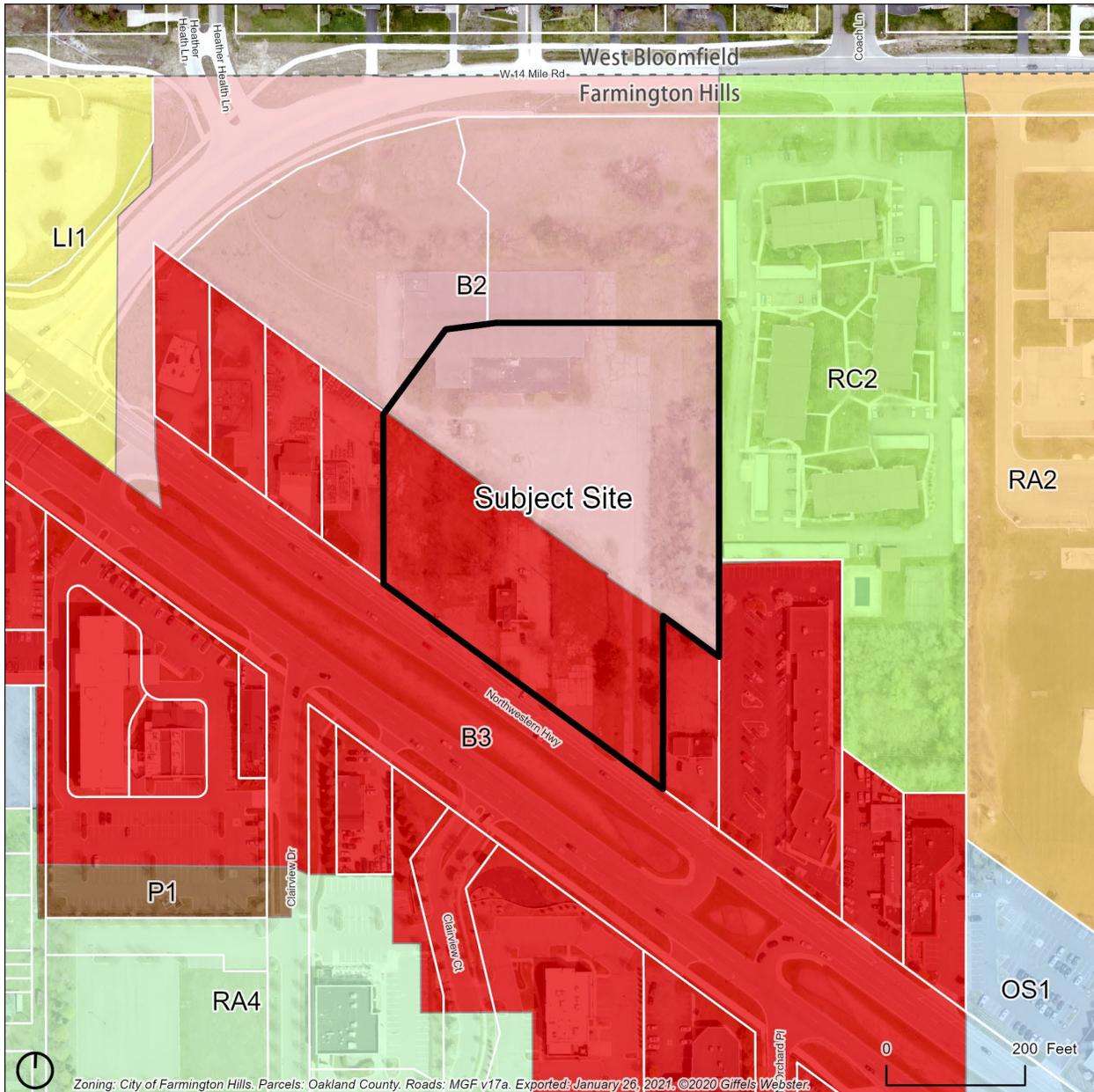
Rod Arroyo, AICP



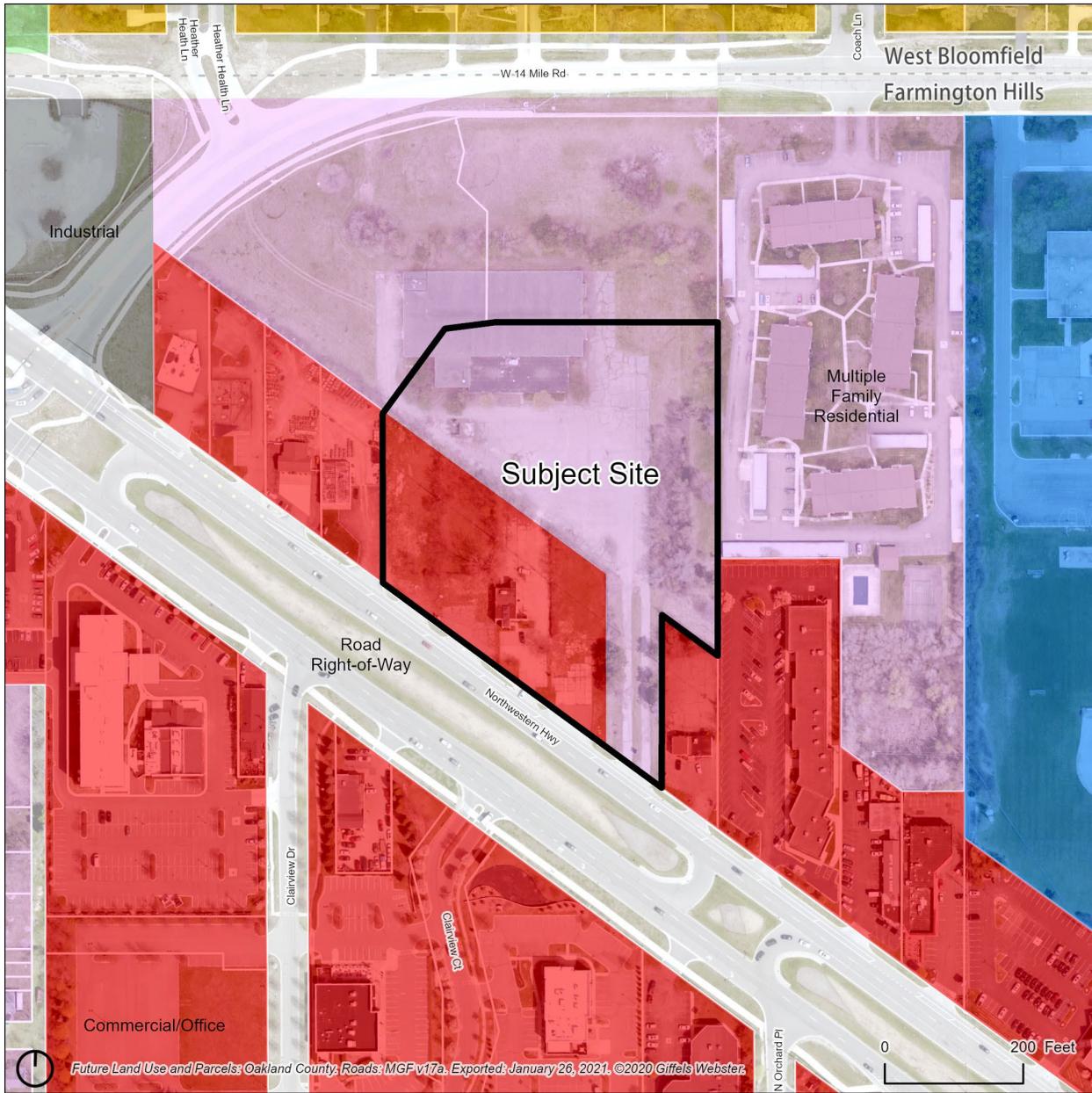
Joe Tangari, AICP

Partner

Senior Planner



Current zoning



Master Plan designations for this area.



Future Land Use and Parcels: Oakland County, Roads: MGF v17a: Exported: January 26, 2021. ©2020 Giffels Webster.

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION REGULAR MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
FEBRUARY 18, 2021, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was held electronically as authorized under the Open Meetings Act, MCL 15.261, *ET SEQ.*, as amended, and called to order by Chair Stimson at 7:30 p.m. Commission members were asked to state their name and location, as to where they were attending the electronic meeting.

**ROLL CALL**

Commissioners Present:

Brickner, City of Farmington Hills, Oakland County, Michigan  
Countegan, City of Farmington Hills, Oakland County, Michigan  
Mantey, City of Farmington Hills, Oakland County, Michigan  
Orr, City of Farmington Hills, Oakland County, Michigan  
Schwartz, City of Farmington Hills, Oakland County, Michigan  
Stimson, City of Farmington Hills, Oakland County, Michigan  
Trafelet, City of Farmington Hills, Oakland County, Michigan  
Turner, City of Farmington Hills, Oakland County, Michigan

Commissioners Absent:           None  
  One vacancy

Others Present:                   City Planner Stec, City Manager Mekjian, City Attorney Schultz,  
  Planning Consultants Tangari and Komaragiri, Staff Engineers  
  Saksewski, Dawkins, and Alexander; Staff Planner and HDC Liaison  
  Lawrence

**APPROVAL OF AGENDA**

**MOTION carried 8-0.**

**Regular Meeting**

**A. PUD Qualification 1, 2021**

LOCATION:                           32680 Northwestern Highway  
PARCEL I.D.:                       23-02-126-130  
PROPOSAL:                         Five story, 200-unit multiple family apartment development in  
  B-2 Community Business District, and B-3 General Business  
  District  
ACTION REQUESTED:           Preliminary PUD Qualification  
APPLICANT:                       Robert Asmar, NWH Holdings, LLC  
OWNER:                             NWH Holdings, LLC

Referencing his February 5, 2021 memorandum, Planning Consultant Tangari gave the background and review for this request for preliminary PUD qualification for a five story, 200-unit multiple family apartment development at 32680 Northwestern Highway.

The 5.53 acre site is currently zoned a mix of B-2 and B-3, and is mostly vacant, having been formerly occupied by all or parts of several commercial buildings. The site has no wetlands or other notable natural features.

To the north and northwest a PUD was approved for a climate controlled storage facility and a senior living housing complex; those buildings are under construction. That PUD would be modified to include this project, if it is approved.

Under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on the following criteria and procedures. This PUD application approval would amend the previously approved Northpoint PUD, incorporating all three buildings (senior living, climate-controlled storage and apartments) into the same PUD.

Regarding PUD qualifying criteria:

- A. The PUD option may be effectuated in any zoning district.
- B. The use of this option shall not be for the sole purpose of avoiding the applicable zoning requirements. Any permission given for any activity or building or use not normally permitted shall result in an improvement to the public health, safety and welfare in the area affected.

*The proposed use—apartments—is not permitted in the B-2 or B-3 districts, though the portion of the site zoned B-2 is planned for multiple-family residential on the Future Land Use map.*

- C. The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards.

*The applicant is proposing significantly more density than is permitted in any of the three RC multiple-family districts (nearly twice the permitted density of the RC-3 district). The applicant's narrative provides rationale behind the proposed density, essentially averring that a denser development serves as a step-down to the RC-2 district to the east from the commercial uses and regional thoroughfare to the south and east.*

- D. The Planned Unit Development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those contemplated in the Future Land Use Plan unless the proponent can demonstrate to the sole satisfaction of the city that such added loads will be accommodated or mitigated by the proponent as part of the Planned Unit Development.

*The number of apartment units proposed on the site clearly exceeds the number of single-family units that could be built under other multi-family zoning; the site's current commercial designation (primarily B-2 but partly B-3) supports uses with a wide array of traffic demands. Nevertheless, this is a large number of units. The applicant should provide a traffic study to compare the likely traffic volume from this development to potential commercial development on the site. The complex would utilize the same access point to Northwestern Highway as the rest of the Northpoint PUD; there is not a vehicular connection from the apartments to 14 Mile or the senior housing parking lot.*

E. The Planned Unit Development must meet, as a minimum, one of eight objectives of the city: The applicant states they meet the following objectives:

- i. To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.

*Open space is primarily found on the site in the courtyard common, though the narrative calls attention to an intent to create a dense buffer to the east and utilize green roofs and landscaping on the building's various tiers to mitigate its overall impact.*

- ii. To permanently establish land use patterns which are compatible or which will protect existing or planned uses.

*The Future Land Use map does identify the northern portion of this property as multiple-family residential. As the Planning Commission considers the proposed use's compatibility with surrounding uses, the proposed scale of the use should feature prominently in the discussion.*

- v. To guarantee the provision of a public improvement which could not otherwise be required that would further the public health, safety, or welfare, protect existing or future uses from the impact of a proposed use, or alleviate an existing or potential problem relating to public facilities.

*The applicant's narrative cites the access management benefit of the single driveway to Northwestern Highway, versus the separate driveways that previously served the individual commercial sites here.*

- vi. To promote the goals and objectives of the Master Plan for Land Use.

*As noted above, the future land use map does call for multiple-family residential use on the B-2 portion of the property, leaving a commercial liner along Northwestern Highway. The proposed project introduces this use, though at a higher density than permitted elsewhere in the city.*

- vii. To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.

*The applicant notes that the building is designed to create a gateway appearance for the city, fosters further walkability in the area, and is designed not to look monolithic (some conceptual illustrations were provided, though the Planning Commission is not making any decision on these or any other aspect of the site plan at this time). Building materials are also cited toward meeting this objective.*

- viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.

*The applicant's narrative calls attention to the large number of commercial buildings in the area that are not occupied, or listed for lease or sale, noting that an influx of residents to the area would increase the pool of potential patrons for remaining businesses.*

- F. The PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request; such objectives should be pursued through the normal zoning process by requesting a zoning change or variance.

*An increase in density is sought by the applicant. Given that the proposed use is not permitted in the underlying district, it appears that the request is not made solely to avoid a variance. However, several deviations from ordinance standards would be requested to facilitate the conceptual plan. The applicant also proposes to extend a neighboring PUD.*

- G. Request for qualification: The applicants had submitted what is required at this stage of the process.

*The applicant has submitted a narrative describing the use, addressing the objectives of 34-3.20.2, and a conceptual plan, including a breakdown of the number and types of units sought.*

Regarding the conceptual site plan and use:

1. Summary of Proposed Use. The Planning Commission is not assessing the site plan in detail. However, the conceptual plans and illustrations provided by the applicant provide an indication of the type of site plan the Planning Commission can expect if preliminary qualification is granted. The applicant is proposing to expand the Northpoint PUD to cover the parcel in question and construct a 200-unit apartment building around a large courtyard common. Access to the site would be from Northwestern Highway, via the same driveway that serves Northpoint Storage.
2. Density. The parcel is 241,095 square feet. Density is determined by the number of rooms. To determine the number of rooms, the following standard (Section 34-3.5.2.F.) is applied:  
Efficiency unit: 1 room; One-bedroom unit: 2 rooms; Two-bedroom unit: 3 rooms.  
The applicant proposes 200 units (160 one-bedrooms, 26 two-bedrooms, 14 three-bedrooms) with a total of 454 rooms, based on the standard above. The following densities are permitted under conventional zoning:

RC-1, 1,900 lot area/sf, 126 rooms

RC-2, 1,400 lot area/sf, 172 rooms

RC-3, 1050 lot area/sf, 230 rooms

The proposed density is nearly twice that of the densest multiple-family district in the city.

3. Master Plan. The Master Plan's Future Land Use map designates the portion of the site zoned B-2 as multiple-family residential, and the portion zoned B-3 as Commercial/Office. The B-3 portion of the property is consistent with this designation; the B-2 portion is not. The property is not addressed on the residential density map, though it is adjacent to a high density area, which is described as consistent with the RC districts. The site is not part of any special planning area.
4. Dimensional Standards. Generally, it appears that the applicant would be seeking relief from the maximum height (61 ft vs 50 ft) and east side setback standards (29.22 ft vs 75 ft) of the underlying districts.
5. Parking. The concept plan shows parking counts for the multi-family units that meet ordinance standards; more than half of proposed parking is proposed to be within the building.

6. Requirements of the B-2 and B-3 districts were provided in the review letter.

Planning Consultant Tangari concluded his review comments.

Commissioner Brickner asked if the Planning Commission could approve the application if it had too many rooms. The property had been an eyesore for decades, and did need to be developed. Commercial uses were unlikely to work for this site, and apartments made sense as a destination use.

Planning Consultant Tangari said the PUD would allow the City to grant relief from ordinance standards, including density standards. However, the Commission and City Council would need to weigh whether the City was getting enough benefit for the relief requested.

Commissioner Schwartz thought only objectives ii. and vi. applied to this PUD request. He agreed the site had been an eyesore, and COVID had made that worse; the site was attractive for residential use. However, he felt 5 stories was too high, and there were other questions regarding the site plan, including the parking right against Northwestern Highway.

Jimmy Asmar, NWH holdings, 32680 NW Highway, was present on behalf of this request for PUD qualification. Engineer Jim Butler, PEA, 2430 Rochester Court, Suite 100, Troy, and Architect Steve Phillips, The Think Shop Architects, 1420 Washington Boulevard, Detroit, were also present.

Mr. Asmar said that they had owned this parcel for many years and had been before the Commission on several occasions. They felt that given the current economic climate, the best use of the property was multi-family development, similar to what was occurring in West Bloomfield and Royal Oak, and would be a good fit with the adjacent senior living and self-storage development.

Utilizing a PowerPoint presentation on the Zoom screen, Mr. Phillips made the following points:

- Stonefield Apartment Community would share a drive into the rest of the PUD that allowed traffic to exit and access Northwestern Highway. Much of the residents' parking will be concealed from public view and will include multiple integrated charging stations with flexibility for future demands. The layout will provide a mixture of 1, 2, and 3 bedroom living spaces from 850 to 1500 square feet, similar to Town Court in West Bloomfield.
- The development provided co-working areas, pool and patio features, fitness facilities, bike storage, community event rooms, sustainable landscape elements, etc.
- Elements would break down the overall scale and provide a more residential experience.
- Materials would be brick, composite concrete products, and other finishes similar in nature to what is occurring close by.
- The complex would provide 200 units, about 36 units per acre. Developments in West Bloomfield were at 40 and 47 units per acre, and the senior care facility in the same PUD as this one has 41.2 units per acre.
- The PUD would add walking paths, and tie multiple developments into the walkable experience.

Commissioner Orr asked about the water detention. Mr. Butler said the stormwater would ultimately discharge into Northwestern Highway, with a large pipe system paralleling the frontage on Northwestern Highway.

Commissioner Orr said he was also concerned that the proposed development was too high and too dense.

Commissioner Countegan said he was intrigued by the proposal, and would like to know more about the impact on infrastructure, as well as traffic impacts. The issue of density would be clearer once information about those impacts was received. The PUD would allow for a redevelopment of the area that would otherwise not be possible.

Mr. Butler said a traffic study had been done for the original PUD, including a comparison to retail uses. Apartments would provide a significant drop in trip generation from retail use.

Commissioner Orr asked why this PUD was being combined with the existing PUD in this area. Mr. Butler said with the existing PUD in place, and the infrastructure and agreement that is already there, it was a logical extension to expand that original PUD to encompass this effort also.

Commissioner Trafelet asked if the construction would be masonry or wood frame. Mr. Phillips said the structure would be a platform construction type, with precast concrete up to the 1<sup>st</sup> floor deck, with wood structure above, clad in masonry.

The Commission discussed other 5-story buildings in Farmington Hills. It appeared the only other 5 story buildings were at Beaumont Hospital, and one of the new hotels off 12 Mile Road.

Commissioner Brickner wondered whether one egress/ingress could accommodate a 200 unit apartment building.

City Planner Stec said the original PUD project had been designed and built around a common entrance; this had been driven by the Engineering Division's desire to have one point of access and the elimination of curb cuts on Northwestern Highway.

Commissioner Trafelet asked if MDOT would review this proposal. City Engineer Saksewski said that MDOT would review any changes proposed to the access. Mr. Butler added that the change in use would trigger MDOT review, and a new traffic study would probably be required. Commissioner Countegan thought the Fire Department might want multiple points of access.

Chair Stimson said he was also concerned about the height.

**MOTION by Countegan, support by Mantey**, that the Planning Commission makes a preliminary finding that PUD 1, 2021, dated January 19, 2021, submitted by Robert Asmar, NWH Holdings, LLC qualifies for the Planned Unit Development Option under Section 34-3.20.2. A through D. It is further determined that the proposal meets at least one of the objectives as outlined in Section 34-3.20.2.E.i. thru viii, specifically viii, which states *To bring about redevelopment of sites where an orderly change of use is determined to be desirable*, and that it be made clear to the petitioner that final granting of the P.U.D. plan and contract requires approval by City Council, after recommendation by the Planning Commission.

Roll call vote:

Yeas:	Brickner, Countegan, Mantey, Orr, Turner
Nays:	Schwartz, Stimson, Trafelet
Absent:	None
Abstentions:	None

**MOTION carried 5-3.**

Chair Stimson called a break at 10:26 pm, and called the meeting back to order at 10:33 pm.

**PUBLIC COMMENT**           None.

**ADJOURNMENT:**

**MOTION by Brickner, support by Orr, to adjourn the meeting at 11:36 pm.**

Roll call vote:

Yeas:	Brickner, Countegan, Mantey, Orr, Schwartz, Stimson, Trafelet, Turner
Nays:	None
Absent:	None
Abstentions:	None

**MOTION carried 8-0.**

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION REGULAR MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
APRIL 22, 2021, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was held electronically as authorized under the Open Meetings Act, MCL 15.261, *ET SEQ.*, as amended, and called to order by Chair Stimson at 7:30 p.m. Commission members were asked to state their name and location, as to where they were attending the electronic meeting.

**ROLL CALL**

**Commissioners Present:**

Brickner, City of Farmington Hills, Oakland County, Michigan  
Countegan, City of Farmington Hills, Oakland County, Michigan  
Orr, City of Farmington Hills, Oakland County, Michigan  
Schwartz, Pleasantview Township, Emmet County, Michigan  
Stimson, City of Farmington Hills, Oakland County, Michigan  
Traflet, City of Farmington Hills, Oakland County, Michigan  
Turner, City of Farmington Hills, Oakland County, Michigan  
Varga, City of Farmington Hills, Oakland County, Michigan

**Commissioners Absent:**

Mantey

**Others Present:**

City Planner Stec, City Attorney Joppich, Planning Consultant Tangari, Staff Engineers Saksewski

**APPROVAL OF AGENDA**

**MOTION carried 8-0.**

**PUBLIC HEARING**

**A**

**REGULAR MEETING**

**A. AMENDMENT TO PUD 3, 2017**

LOCATION:	32680 Northwestern Hwy.
PARCEL I.D.:	23-02-126-130
PROPOSAL:	Amend existing PUD Plan to include a five story, 202-unit Multiple family apartment development in B-2, Community Business District and B-3 General Business District
ACTION REQUESTED:	Set for Public Hearing
APPLICANT:	NWH Holdings, LLC, Robert Asmar
OWNER:	NWH Holdings, LLC

Referencing his April 9, 2021 letter, Planning Consultant Tangari gave the background and review for this request to set an amendment to PUD 3, 2017 for public hearing.

Existing site: The site is 5.53 acres and is mostly vacant, having been formerly occupied by all or parts of several commercial buildings. The site has no wetlands or other notable natural features.

Site configuration and access: The site is proposed to be accessed from a single driveway, shared with the Northpoint PUD, which occupies the land to the west and north.

Under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on listed criteria and procedures. At its meeting on February 18, 2021, the Planning Commission granted preliminary PUD qualification approval to the site, citing the plan's compliance with objective viii of Section 34-3.20.2.E. At the time, Planning Commissioners generally did not take issue with the proposed use, but several expressed reservations about the scale of the use, particularly its density and height. This PUD application sought to would amend the previously approved Northpoint PUD, incorporating all three buildings (senior living, climate-controlled storage and apartments) into the same PUD. The applicant is now seeking final qualification, but is not seeking site plan approval concurrent with final qualification.

A submission package that appeared to meet the requirements for a PUD application had been provided.

Summary of Proposed Use: The Planning Commission is not assessing the site plan in detail; the applicant will return with a full site plan. However, the conceptual plans and illustrations provided by the applicant provide an indication of the type of site plan the Commission can expect if final qualification is granted. The applicant is proposing to expand the Northpoint PUD to cover the parcel in question and construct a 202-unit apartment building around a large courtyard common. Access to the site would be from Northwestern Highway, via the same driveway that serves Northpoint Storage.

Density: The parcel is 241,095 square feet. Density is determined by the number of rooms.

The applicant proposes 202 units (98 one-bedrooms, 98 two-bedrooms, 6 three-bedrooms) with a total of 514 rooms, based on the standard for counting rooms in the zoning ordinance. The number of one-bedroom units was decreased since the original submission, in favor of more two-bedroom units.

The following densities would be permitted under conventional zoning:

RC-1, 126 rooms permitted  
RC-2, 172 rooms permitted  
RC-3, 230 rooms permitted

In other words, the proposed density is more than twice that of the densest multiple-family district in the City.

Master Plan: The Master Plan's Future Land Use map designates the portion of the site zoned B-2 as multiple-family residential, and the portion zoned B-3 as Commercial/Office. The B-3 portion of the property is consistent with this designation; the B-2 portion is not. The property is not addressed on the residential density map, though it is adjacent to a high density area, which is described as consistent with the RC districts. The site is not part any special planning area.

Dimensional Standards: It appeared that the applicant would be seeking relief from the maximum height (75 ft vs 50 ft) and east side setback standards (39.24 ft vs 75 ft) of the underlying districts.

Parking: The concept plan shows parking counts for the multi-family units that meet ordinance standards; more than half of proposed parking is proposed to be within the building.

Relief from Ordinance Standards:

Per the application materials, relief is sought from the following ordinance standards:

1. Height: Proposed maximum height is 75.25 feet, where 50 feet is permitted in the underlying district (a deviation of 25.25 feet).
2. East side setback (to residential): 39.24 feet is proposed where the underlying district requires 75 feet (a deviation of 35.76 feet).
3. Density. The plan does not specify a base district for density standards. 514 rooms are proposed; the maximum number of rooms permitted in the RC-3 district is 230 (a deviation of 284 rooms).

Planning Consultant Tangari concluded his review.

Commissioner Schwartz said that when this application returns for public hearing, the developer should answer the question: Can the property be developed with 4 stories, with a 20% reduction in housing units, and can it be developed at 3 stories, with a 40% reduction in housing units?

In response to questions from Commissioner Countegan, City Planner Stec explained that a PUD had previously been approved that allowed the self-storage and senior living facility that are under currently under construction adjacent to this location. The same owner, Robert Asmar, owns all the land and is now looking to amend the existing PUD to incorporate this new parcel. The developers of the other two buildings would not be involved in this project.

In other words, the applicant was not asking for a new PUD, but was requesting the existing PUD be amended. All signatories on the PUD would need to sign off on this application before the public hearing.

Commissioner Orr said he was very concerned with the density of this project; he would like to see the density reduced to be closer to RC-3 levels. He also felt this PUD was offering very little green space.

City Planner Stec explained that much of the open space/green space was internal to the site, in the courtyard area.

Chair Stimson invited the applicant to make his presentation.

Jimmy Asmar, NWH holdings, was present on behalf of this application for PUD amendment, in order to construct Stonefield luxury apartments, as presented. Jason Sutton, PEA, and Keith Phillips, The Think Shop, were also present.

Mr. Phillips made the following points:

- A 5 story structure with 202 units was proposed. The ground floor would be parking only, and the majority of the parking is enclosed within the building.
- Concept drawings and a 3-D presentation showed overall views of the site from different perspectives, as well as the interior courtyard with its high density landscaping.

- They were not requesting a 74-foot height. The proposed height was 64 feet at the midpoint of the roof, 4 feet taller than Beaumont Hospital, but significantly lower than the 5-story Holiday Inn, as well as lower than the 73-foot Beaumont tower.

Mr. Phillips concluded his presentation.

Chair Stimson pointed out that at the February meeting, the majority of the Commission expressed significant concerns regarding the height of the proposed buildings and the density of the project. Tonight's presentation showed an increase in both height (up to 23% increase) and density (13% increase). The Commission's concerns had been ignored. He would like to see significant changes in the proposal before it moves to public hearing.

Commissioner Countegan did not have a problem with tonight's submission. The site was a unique location in the City, and he was not so concerned with the number of bedrooms as he was with positive redevelopment and the ability of the City's infrastructure (roads, police, fire) to support that. Did the development make sense at this location? Were there issues with adjoining residential neighborhoods? This was another site that had been very difficult to develop over a period of years. He supported setting this application for public hearing, in order to continue the discussion.

Commissioner Schwartz said that the City Attorney had advised the Commission that if the applicant requests a public hearing, the Commission is obligated to set one, especially if everything required for the application has been submitted. The proposal did not have to be approved at public hearing.

**MOTION by Schwartz, support by Countegan**, that the proposed amendment to P.U.D. Plan 3, 2017, submitted by NWH Holdings, LLC, dated March 18, 2021, be set for Public Hearing by the Planning Commission at the next available meeting.

In response to a question from Chair Stimson, City Attorney Joppich said that setting a public hearing is an administrative step. After the public hearing the Commission will make a decision on the substance of the plan.

City Planner Stec advised that there were two things that needed to be accomplished before a public hearing in this case, and these items were added as conditions to the motion:

- Revised plans be submitted including a tree location survey as set forth in Section 34-5.18. Tree Protection, Removal and Replacement be provided.
- The signature(s) of all parties to the existing PUD agreement be provided with the application.

Roll call vote:

Yeas:	Brickner, Countegan, Schwartz, Trafelet, Turner
Nays:	Orr, Stimson, Varga
Absent:	Mantey
Abstentions:	None

**MOTION carried 5-3.**

**PUBLIC COMMENT**

Steven, a resident, spoke regarding medical marihuana caregiving uses in the City. Steven said he was a consumer, patient caregiver, and landlord. In terms of smell, caregivers' buildings were highly insulated, and also had carbon filters. Anyone next to a building of a marihuana caregiver would not smell it at all. Also, there is no signage on the building. He supported tonight's action to remove the 1000-foot locational requirement.

**ADJOURNMENT:**

**MOTION by Orr, support by Brickner, to adjourn the meeting at 11:00 pm.**

Roll call vote:

Yeas:	Brickner, Countegan, Orr, Schwartz, Stimson, Trafelet, Turner, Varga
Nays:	None
Absent:	Mantey
Abstentions:	None

**MOTION carried 8-0**

Respectfully Submitted,  
John Trafelet  
Planning Commission Secretary

/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION PUBLIC HEARING/REGULAR MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
JULY 15, 2021, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Stimson at 7:30 p.m.

**ROLL CALL**

Commissioners Present: Brickner, Countegan, Orr, Mantey, Schwartz, Stimson, Trafelet, Turner, Varga

Commissioners Absent: None

Others Present: City Planner Stec, City Attorney Schultz, Planning Consultant Arroyo, Staff engineers Dawkins, Crimmins, and Sonck

**APPROVAL OF AGENDA**

**PUBLIC HEARING**

**A. PUD PLAN 3, 2021**

LOCATION:	32680 Northwestern Hwy.
PARCEL I.D.:	23-02-126-130
PROPOSAL:	PUD Plan for a five story, 202 unit multiple family development in a B-2 Community Business District, and B-3 General Business District
ACTION REQUESTED:	Recommendation to City Council
APPLICANT:	NWH Holdings, LLC, Robert Asmar
OWNER:	NWH Holdings, LLC

Keith Phillips, The Think Shop Architects, 1420 Washington Blvd, Suite 430, Detroit, was present on behalf of this application for a recommendation to City Council for PUD Plan 3, 2021, a five story, 202 unit multiple family development at 32680 Northwestern Highway. Jim Butler, PEA Group, 2430 Rochester Ct Suite 100, Troy, was also present, as was the owner, Robert Asmar.

Mr. Phillips said that at this location at 14 Mile Road and Orchard Lake Road, the proposed development – “Stonefield” – would provide a gateway feature to Farmington Hills. The 202 unit building was an extension to the walkability within the local area, that allowed for transition for multiple zoning platforms. The increase in population should promote growth in the use of local businesses, contribute to the tax base, while minimally impacting traffic.

Mr. Phillips overviewed the design of the building, which provided traditional components of residential architecture with amenities required by modern residents. The project included a mix of hip and flat roof styles, a covered main entry at the northwestern corner, and allowed for natural light in the central

courtyard. Each façade of the building was broken up into smaller elements to reflect the human scale of the residential community.

Stonefield would incorporate dynamic landscape design, including a greenspace buffer area utilizing deciduous and evergreen plantings along the eastern portion adjacent to the Country Glens development. The commons courtyards on the second level will present a high-density approach to landscape design, utilizing multi-tiered landscape features. Multiple formats of renewable technology would be used, including green roof design techniques and solar approaches at both the courtyard level and the rooftop structures. Electric vehicle charging stations would be placed around the garage level structure with built-in flexibility that will provide for future EV charging expansion, up to 100% capacity.

The building's exterior masonry and fiber cement façade will consist of durable, low-maintenance materials that complement the buildings in the surrounding area. The building's units will consist of one, two, and three-bedroom units varying from 850-1,500 square feet as follows:

- One-bedroom, 48%, 98 units
- Two-bedroom, 46%, 98 units
- Three-bedroom, 6%, 6 units

This combination of units is tailored toward the empty nester / young professional. The pet-friendly project includes a high level of amenities in the units themselves, as well as community amenities such as clubhouse, pool, central courtyard, fitness center, bike storage, ride share accommodations, and concierge services.

Parking is concealed under the building. Building height is approximately 64' tall, which is reduced from the original 75' request. The building was a 4-story building atop a parking deck.

Development schedule was as follows:

- Planning, June 2021
- Construction kick-off, beginning underground, October 2021
- Occupancy, May 2024

Mr. Phillips emphasized that a project of this scope and amenities required the density as presented. The impact on parking was much less than, for instance, a 50,000 square foot commercial building development.

In response to questions from the Commission, the applicants gave the following information:

- The main access was from a single driveway, shared with the Northpoint PUD, which occupies the land to the west and north. The gated access was for emergency access only.
- A material board would be provided during site plan approval.
- The building had been redesigned to reduce the height by 11', by lowering floor heights and shortening the underground parking structure height. The height was measured per the City's ordinance standards.
- The parking was at grade, with the building on top of that.
- The submitted traffic study had been completed during an earlier approval process for the adjacent PUD. A new traffic study would be completed as the current project moved forward.
- The requested density was needed in order to provide this amenity-based housing development. Removing the 4<sup>th</sup> floor, for instance, would require removing the parking structure, eliminating the

ability to implement such things as green roof design, and the building itself would be much more stripped down in appearance and use.

- The target population was both young professionals, including those with a smaller family, and empty nesters.
- The percentage of smaller units was necessary to achieve required density. They had originally started with a proposal for 6 stories, which would have allowed more 2- and 3-bedroom units.
- First floor commercial uses would have a big impact on traffic and parking; retail was parked at a higher rate than residential.
- The development would provide an active, viable, vibrant space. Neighboring communities such as West Bloomfield were also trying to achieve this type of development.
- The residential homes on the north side of Northwestern (in West Bloomfield) will not be able to see much of this development – perhaps a residential roofline, but not much more.
- The new retirement facility just to the north of this one was 40' tall.

Commissioner Orr thought it possible the project simply needed more land. The City was also encouraging active, vibrant spaces, but this project seemed to him to be too dense.

Referencing his July 6, 2021 written comments, Planning Consultant Arroyo gave the background and review for this request for PUD recommendation to City Council.

- The 5.53 acre site is currently zoned a mix of B-2 and B-3, and is currently mostly vacant.
- Adjacent property uses included senior housing to the north, commercial/multi-family to the east, and commercial to the south and west.
- The site is proposed to be accessed from a single driveway, shared with the Northpoint PUD.
- Regarding PUD qualification, on February 18, 2021, the Planning Commission granted preliminary PUD qualification approval, citing compliance with objective viii of Section 34-3.20.2.E. At the time, several Commissioners expressed reservations about the scale of the use, in particular its density and height. Also, the application had originally been proposed as an amendment to the previously approved Northpoint PUD. However, the application has since been separated into a distinct PUD, with access across the other PUD. The applicant is seeking final PUD qualification, but is not seeking site plan approval concurrent with final qualification.
- The proposed multi-family residential use is not permitted in the B-2 and B-3 districts, though the portion of the site zoned B-2 is planned for multiple-family residential on the Future Land Use Map.
- The proposed density is significantly denser than is permitted in any of the three RC multiple-family districts, being nearly twice the permitted density than the City's densest multiple family district, the RC-3 district. The applicant makes the case that the proposed development serves as a step-down to the RC-2 district to the east from the commercial uses and regional thoroughfare to the south and west.
- As mentioned by Mr. Butler, an updated traffic study would be needed for this project.
- There was no vehicular connection from the apartments to 14 Mile or the senior housing parking lot.
- The PUD must meet one of 8 criteria as listed in Section 34-3.20.2.E. All criteria were listed in the review letter. Previously the Commission found that viii was met: *To bring about redevelopment of sites where an orderly change of use is determined to be desirable*. The applicant's original narrative addressed objectives i, ii, and vi.-viii.

Regarding the conceptual site plan and use:

- The applicant is proposing to construct a 202-unit apartment building around a large courtyard common area. Again, access to the site would be from Northwestern Highway, via the same driveway that serves Northpoint Storage to the west.

- The applicant proposes 202 units as stated: 98 one-bedrooms, 98 two-bedrooms, 6 three-bedrooms. This totaled 514 rooms under the standard listed in Section 34-3.5.2.F. 230 rooms would be permitted in the RC-3 district.
- The Master Plan's Future Land Use Map designates the portion of the site zoned B-2 as multiple-family residential, and the portion zoned B-3 as non-center-type business. The property is not addressed on the residential density map, though it is adjacent to a high-density area, which is described as consistent with the RC districts. The site is not part of any special planning area. Generally speaking, non-center-type business uses would include stand-alone uses.
- The applicant would be seeking relief from the maximum height of 50 feet, and east side setback standards of 75 feet.
- Parking standards were met; more than half of the proposed parking is proposed to be within the building.
- Trees and preliminary landscaping correctly account for replacement requirements.

#### Relief from ordinance standards summary

Per the submitted materials, the applicant is seeking relief from the following ordinance standards:

1. **Height:** Proposed maximum height revised from 75.25 feet to approximately 64 feet, where 50 feet is permitted in the underlying district.
2. **East side setback (to residential):** 39.24 feet is proposed where the underlying district requires 75 feet.
3. **Density.** The plan does not specify a base district for density standards. 514 rooms are proposed; the maximum number of rooms permitted in the RC-3 district is 230.

The applicant was also seeking for a deviation from ordinance standards regarding use, as the proposed multi-family residential use is not permitted in the B-2 and B-3 districts.

Planning Consultant Arroyo concluded his review, and gave the following information in response to questions from the Commission:

- This proposal was considered part of the redevelopment of a greater site that had been mostly vacant with some obsolete uses.
- At the time of the approval of the PUD to the west, connectivity had been discussed in terms of utilizing a single driveway from Northwestern to all resulting developments: self-storage facility, senior living facility, and tonight's proposal. The Commission had not supported multiple curb cuts on Northwestern, and tonight's proposed access was consistent with that.
- The artistic renderings did not clearly show that this building would be surrounded by parking.

Chair Stimson opened the public hearing.

Randy Bruce, 28730 Lake Park, strongly supported this development, which was consistent with current trends, would help to make Farmington Hills a destination point, which in turn would help address the loss of population the City was experiencing, and which would support the small businesses in this area. The development was far superior to a big box store coming to this property, for instance; a big box store could go dark at any time.

Mike Schuster, Country Glen condominiums, opposed the proposed development, which was too dense, too high at 5 stories, and too close to Country Glen, and would dwarf the closest Country Glen building.

Mary Jo Schuster, Nova Valley, said that she and her husband owned property at Country Glen. She shared her husband's concerns regarding density, height, and setback from the Country Glen property. Additionally, during peak hours traffic backed up on Northwestern Highway from east of 14 Mile Road to Orchard Lake Road. Greater density would only make that situation worse.

Chair Stimson noted that speakers Mike Schuster and Randy Bruce had each sent a letter regarding this proposed development.

Planning Consultant Arroyo noted that while the building was 5 stories, the first level was primarily parking.

Chair Stimson closed the public hearing.

Commissioner Orr suggested moving the building to the west and placing the parking on the east side, thereby increasing the distance from the building to the eastern property line. This change would also allow enhanced landscaping between the building and 14 Mile Road.

Commissioner Schwartz addressed traffic flow on Northwestern Highway, in particular how residents of the proposed development would access Northwestern Highway. He agreed that the traffic impact needed to be considered.

Commissioner Schwartz did not think there were any other 5 story buildings on Northwestern Highway in Farmington Hills. The City needed to consider whether it wanted this density and height at this location, which might encourage other developers to request the same thing, which would ultimately change the character of the Northwestern corridor.

Commissioner Brickner pointed out that two nearby hotels in West Bloomfield were 5 stories high.

In response to a question from Commissioner Countegan, Planning Consultant Arroyo said the new self-storage center and senior living facility did not generate sufficient traffic to be a problem; these were low-traffic uses.

Commissioner Countegan pointed out that 2/3 of the greater site had low-impact traffic uses. This had been a blighted property for many years. He felt that the need to cover the cost of constructing a highly amenitized apartment community presented a compelling argument for this project to at least move to the next step. The issue of height was real, and had been discussed regarding various other PUD projects in the City. He was in favor of continuing the process to the City Council level. This proposal offered redevelopment in a problem area, and was consistent with rise in activity in the area. There would be opportunities to have further discussion regarding issues of final location, density etc. This was an opportunity for reinvestment in a long-time blighted area of the City.

The Commission discussed process. Several commissioners spoke in favor of redevelopment of the area and moving this project forward, but were still concerned regarding the location of the building so close to the eastern property line, and the overall density and height of the project. Some Commissioners were concerned that the project did not offer enough green buffer from the highway.

It came out in discussion that any recommendation of approval to City Council included the concepts presented in the conceptual site plan, including density, height, location, and materials, and if the City Council approved the PUD, the resulting contract would have the concept plan as presented attached to it.

If the Commission had reservations, now was the time to speak to those and ask for further revisions from the applicant.

Mr. Butler said he thought they could revise the plan to shift the building to the west, as suggested.

**MOTION by Countegan, support by Orr**, to postpone action on PUD Plan 3, 2021, submitted by NWH Holdings, LLC, Robert Asmar, to the August 19, 2021 Planning Commission meeting, to allow time for the applicant to revise the plans to increase the eastern side yard setback.

Several Commissioners commented regarding their hesitation to approve the building height and density associated with this PUD. While not required by tonight's motion, the applicant could make further changes to the plan based on the concerns they heard this evening from the Commission and the public.

**MOTION CARRIED by unanimous voice vote.**

### **REGULAR MEETING**

### **PUBLIC COMMENT**

None

### **ADJOURNMENT**

**MOTION by Brickner, support by Countegan**, to adjourn the meeting at 8:35 p.m.

**MOTION carried unanimously by voice vote.**

Respectfully Submitted,  
John Trafelet  
Planning Commission Secretary

/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION PUBLIC HEARING/REGULAR MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
AUGUST 19, 2021, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Stimson at 7:30 p.m.

**ROLL CALL**

Commissioners Present: Brickner, Orr, Mantey, Stimson, Trafelet, Turner,

Commissioners Absent: Countegan, Schwartz, Varga

Others Present: City Planner Stec, City Attorney Saarela, Planning Consultant Arroyo, Staff engineers Dawkins, Crimmins, and Sonck

**APPROVAL OF AGENDA**

**MOTION by Brickner, support by Orr, to approve the agenda as published.**

**MOTION carried unanimously by voice vote.**

**PUBLIC HEARING**

**A. PUD PLAN 3, 2021**

LOCATION:	32680 Northwestern Hwy.
PARCEL I.D.:	23-02-126-130
PROPOSAL:	PUD Plan for a five story, 202 unit multiple family development in a B-2 Community Business District, and B-3 General Business District
ACTION REQUESTED:	Recommendation to City Council
APPLICANT:	NWH Holdings, LLC, Robert Asmar
OWNER:	NWH Holdings, LLC

Referencing his August 11, 2021 written comments, Planning Consultant Tangari gave the background and review for this request for recommendation to City Council of a PUD Plan for a five-story, 202 unit multiple family development as advertised.

The 5.53 acre site is currently zoned a mix of B-2 and B-3, and is mostly vacant, having been formerly occupied by all or parts of several commercial buildings. The site has no wetlands or other notable features.

Adjacent properties and uses include senior housing to the north (B-2 with PUD), commercial multi-family to the east (B-3/RC-2 multi-family), commercial to the south (B-3), and commercial also to the west ( B-2/B-3 with PUD).

The site is proposed to be accessed from a single driveway, shared with the Northpoint PUD, which occupies the land to the west and north.

Regarding PUD qualification:

Under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on certain criteria and procedures. At its meeting on February 18, 2021, the Planning Commission granted preliminary PUD qualification approval to the site, citing the plan's compliance with objective viii of Section 34-3.20.2.E. At the time, Planning Commissioners generally did not take issue with the proposed use, but several expressed reservations about the scale of the use, particularly its density and height.

The PUD application was originally proposed to amend the previously approved Northpoint PUD that had incorporated all three buildings (senior living, climate-controlled storage and apartments) into the same PUD. The application has since been separated into a distinct PUD of its own, with access across the other PUD. The applicant is seeking final PUD qualification, but is not seeking site plan approval concurrent with final qualification.

Regarding the criteria for qualifications:

- A. The PUD option may be effectuated in any zoning district.
- B. The use of this option shall not be for the sole purpose of avoiding the applicable zoning requirements. *The proposed use—apartments—is not permitted in the B-2 or B-3 districts, though the portion of the site zoned B-2 is planned for multiple-family residential on the Future Land Use map.*
- C. The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards. *The applicant is proposing significantly more density than is permitted in any of the three RC multiple-family districts (nearly twice the permitted density of the RC-3 district). The applicant's narrative provides rationale behind the proposed density, essentially averring that a denser development serves as a step-down to the RC-2 district to the east from the commercial uses and regional thoroughfare to the south and east.*
- D. The Planned Unit Development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those contemplated in the Future Land Use Plan unless the proponent can demonstrate to the sole satisfaction of the city that such added loads will be accommodated or mitigated by the proponent as part of the Planned Unit Development. *The number of apartment units proposed on the site clearly exceeds the number of single-family units that could be built under other multi-family zoning; the site's current commercial designation (primarily B-2) supports uses with a wide array of traffic demands. Nevertheless, this is a large number of units. The applicant has provided a traffic study that needs to be updated; Engineering will review its findings. The complex would utilize the same access point to Northwestern Highway as the rest of the Northpoint PUD; there is not a vehicular connection from the apartments to 14 Mile or the senior housing parking lot.*
- E. The Planned Unit Development must meet, as a minimum, one of 8 objectives of the City as listed in this section of the ordinance. The applicants feel they have met the following:
  - i. To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.  
*Open space is primarily found on the site in the courtyard common, though the narrative*

- calls attention to an intent to create a dense buffer to the east and utilize green roofs and landscaping on the building's various tiers to mitigate its overall impact.*
- ii. To permanently establish land use patterns which are compatible or which will protect existing or planned uses.  
*The Future Land Use map does identify the northern portion of this property as multiple-family residential. As the Planning Commission considers the proposed use's compatibility with surrounding uses, the proposed scale of the use should feature prominently in the discussion.*
  - v. To guarantee the provision of a public improvement which could not otherwise be required that would further the public health, safety, or welfare, protect existing or future uses from the impact of a proposed use, or alleviate an existing or potential problem relating to public facilities.  
*The applicant's narrative cites the access management benefit of the single driveway to Northwestern Highway, versus the separate driveways that previously served the individual commercial sites here.*
  - vi. To promote the goals and objectives of the Master Plan for Land Use.  
*The future land use map calls for multiple-family residential use on the B-2 portion of the property, leaving a commercial liner along Northwestern Highway. The proposed project introduces this use, though at a higher density than permitted elsewhere in the city.*
  - vii. To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.  
*The applicant notes that the building is designed to create a gateway appearance for the city, fosters further walkability in the area, and is designed not to look monolithic (some conceptual illustrations were provided, though the Planning Commission is not making any decision on these or any other aspect of the site plan at this time). Building materials are also cited toward meeting this objective. If this PUD is approved, the PUD Agreement should include reference to proposed exemplary design and materials (including brick masonry and fiber cement products) that are proposed and require that they be a part of the development.*
  - viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.  
*The applicant's narrative calls attention to the large number of commercial buildings in the area that are not occupied, or listed for lease or sale, noting that an influx of residents to the area would increase the pool of potential patrons for remaining businesses.*

At the preliminary qualification stage, the motion to grant preliminary qualification cited only objective viii.

- F. The PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request; such objectives should be pursued through the normal zoning process by requesting a zoning change or variance.  
*An increase in density is certainly sought by the applicant. Given that the proposed use is not permitted in the underlying district, it appears that the request is not made solely to avoid a variance. However, several deviations from ordinance standards would be requested to facilitate the conceptual plan. The applicant also proposes to extend a neighboring PUD.*
- G. All submission requirements were met, and as noted above, the Planning Commission granted preliminary qualification on February 18, 2021.

Regarding conceptual site plan and use:

1. Summary of Proposed Use. The applicant is proposing to construct a 200-unit apartment building around a large courtyard common. Access to the site would be from Northwestern Highway, via the same driveway that serves Northpoint Storage. The ground floor of the five-story building is devoted to indoor parking, with all living units on the floors above. A small portion of a bank of 9 parking spaces on the west side of the PUD encroaches on the neighboring PUD. The plans still refer to 202 units in several places; this must be corrected throughout the submission package.
2. Density. The applicant proposes 200 units, and number of each type has been adjusted to 101 one-bedroom units, 93 two-bedroom units, and 6 three-bedroom units. The number of one-bedroom units has been decreased since the original submission, in favor of more two- bedroom units. The following densities are permitted under conventional zoning:
  - RC-1, 1,900 lot area/square feet, 126 rooms
  - RC-2, 1,400 lot area/square feet, 172 rooms
  - RC-3, 1,060 lot area/square feet, 230 roomsThe proposed density is more than twice that of the densest multiple-family district in the City.
3. Master Plan. The master plan's Future Land Use map designates the portion of the site zoned B-2 as multiple-family residential, and the portion zoned B-3 as non-center-type business. The B-3 portion of the property is consistent with this designation; the B-2 portion is not. The property is not addressed on the residential density map, though it is adjacent to a high-density area, which is described as consistent with the RC districts. The site is not part of any special planning area.

Non-Center-Type Business is described as follows in the Master Plan: "*Non-Center Type Business uses are those that are not compatible with shopping centers and that could have an undesirable impact on abutting residential areas. They include most automobile-oriented uses and outdoor uses; e.g. those that have the greatest impact beyond their boundaries in terms of either traffic generation, noise or appearance. These are the uses that are permitted within the B-3 General Business District.*" Generally speaking, the category anticipates stand-alone sites rather than a planned, walkable environment.

4. Parking standards are met.
5. Trees and Preliminary Landscaping. The preliminary landscaping plan shows standards are met.

To summarize, the following deviations are requested as part of this PUD request:

1. Height: Proposed maximum height is 69 feet, where 50 feet is permitted in the underlying district (a deviation of 19 feet).
2. East side setback (to residential): 54.07 feet is proposed where the underlying district requires 75 feet (a deviation of 20.93 feet). The last request was for a 39.24 foot setback. The applicants had moved a bank of parking from the west side of the plan to the east side, thereby gaining some setback space, although it still did not meet ordinance standards.
3. Density. The plan does not specify a base district for density standards. 505 rooms are proposed; the maximum number of rooms permitted in the RC-3 district is 230 (a deviation of 275 rooms).

Planning Consultant Tangari concluded his review.

In response to questions from Commissioner Orr, Planning Consultant Tangari gave the following information:

- The property line would be the same as the PUD line on the western side of the building/property.
- Regarding setbacks on the western side, the B-2 District had a 20 foot side yard setback, and the B-3 District had a 10 foot side yard setback.

Commissioner Orr pointed out that there was no problem meeting setbacks on the west side of the PUD. The only challenge was meeting the 75-foot setback on the east side. If the applicant shifted the building, and removed the parking that was infringing on the PUD boundary as well as the parking to the immediate north of those spaces, and placed that parking on the east side, the 75-foot setback on the east could be achieved. There would also be more room on the west for enhanced landscaping, since the driveway on the west side of the building could be eliminated.

Commissioner Brickner asked about the August 12, 2021 letter from the Fire Marshal, which stated:  
*Generally, dead-end drives greater than 100' are not allowed; secondary Emergency Access shall be provided at main entrance where curb has been added. With consideration of this fact, the Farmington Hills Fire Department would be unable to provide proper life safety and fire services to this facility.*

City Planner Stec said that after clarification of the plans, this issue had been resolved. The plans did show complete access around the building.

In response to questions from Commissioner Mantey, Planning Consultant Tangari said that 403 parking spaces were required and 403 were provided. Parking space requirements were calculated based on the number of 1, 2 and 3 bedroom units.

Keith Phillips, The Think Shop Architects, 1420 Washington Blvd, Suite 430, Detroit, was present on behalf of this application for a recommendation to City Council for PUD Plan 3, 2021.

Mr. Phillips reviewed changes to the plan since they had last met with the Planning Commission:

- Increased setback on the east side of the property, providing more parking as well as providing more landscaping within that parking area.
- Reduced the height of the building to under 69 feet.
- Reduced footprint of the overall building. Integrated a more approachable way to get into the site.
- Maintained the features that were originally provided in the building.
- Provided a true benefit in decreased parking from any commercial retail space that could be built on the site.
- Increased setback on the east side, reducing the overall impact.
- Overall: reduced height, footprint; increased east side setback.

Mr. Phillips said this development provided for significant green space, both inside and outside the project. The apartment building offered the type of development trending in the area, including in West Bloomfield. Density was needed in order to provide a vibrant community for the target demographic.

Commissioner Mantey asked if the development needed as much parking as was required.

Mr. Phillips said they had tried to minimize the impact of the parking associated with this development. The majority of the parking was placed under the building. Some surface parking was still needed for guests. He also noted that a buffer was needed along Northwestern Highway.

Commissioner Mantey suggested that he would be open to reducing the number of parking spaces if the applicants provided significant bicycle storage in the covered garage space, and also provided a dedicated space for walking dogs, especially since this development was pet-friendly.

In response to questions from the Commission, Mr. Phillips gave the following information:

- This would be a masonry-clad structure with long-term composite material used as siding. There would be concrete up to the parking deck. Parking under the structure would be at grade, forming the 1<sup>st</sup> floor of the building.
- Any rooftop equipment would be shielded. Vertical unit ventilators would most likely be used for the individual units.
- Putting the parking underground was cost-prohibitive, and not being considered. The building would use footings, as opposed to a full foundation.

The Commission made the following suggestions regarding sustainability:

- Electric vehicle charging stations should be included in the 1<sup>st</sup> floor parking structure.
- The applicants should research the possibility of putting solar panels on the roof.

Commissioner Orr asked if a motion to recommend could include a condition to move the parking to the east of the of the building, as described this evening, thus allowing the building to meet the 75-foot east setback.

City Planner Stec said a requirement to meet the 75-foot setback was a significant change. If the Commission supported requiring that change, perhaps a motion to postpone would be the best action to take.

Chair Stimson supported voting on the request this evening.

Commissioner Trafelet said he had been to the site multiple times. He could not support the proposed building at this location. He felt the building was too tall, and resulted in too much density. He felt the building would result in a monolithic appearance at that corner.

Chair Stimson said he was not in favor of this proposal. At this time he felt he would vote against the proposal even if the building were shifted. He could not support the proposed density and height. The proposal was for 219% greater density than that allowed in the City's most dense district, the RC-3 District.

Commissioner Mantey suggested that the applicants construct the parking garage below grade, and thereby reduce the height of the building by one story. Other Commissioners felt this would still leave an unacceptable density level.

Chair Stimson said that density should be no greater than that allowed in the RC-3 district, and the height should be no more than 4 stories. Commissioner Trafelet agreed.

Commissioner Brickner pointed out that the purpose of a PUD could not be to avoid zoning ordinance standards. While he thought residential would be a good use at this location, a 5 story, dense apartment building appeared to be using the PUD development tool to avoid ordinance standards. Additionally, there was nothing like this proposed building anywhere in Farmington Hills. This would result in too many people concentrated in a small area. He would not support the proposal due to the requested density and the apparent ordinance avoidance.

**MOTION by Orr, support by Trafelet**, to postpone action on PUD Plan 3, 2021 to a future meeting, to allow the applicant time to make the following suggested revisions to the plan:

- As described during tonight's discussion, parking on the west side of the building be moved to the east side, in order to shift the building further west to increase the eastern side yard setback so as to meet ordinance requirements.
- Decrease the height of the building to 4 stories
- Reduce the density to meet RC-3 density standards.

Commissioner Mantey said while he would like to see the height decreased, he did not agree with the requirement to meet RC-3 density standards. However, because it was apparent the applicant did not have the votes this evening to recommend this proposal to Council, he would support the motion.

**Motion carried 5-1** (Brickner opposed).

### **Regular Meeting**

#### **PUBLIC COMMENT**

None

#### **ADJOURNMENT**

**MOTION by Orr, support by Trafelet**, to adjourn the meeting at 8:41 p.m.

**MOTION carried unanimously.**

Respectfully Submitted,  
John Trafelet  
Planning Commission Secretary

/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
JUNE 16, 2022, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Countegan at 7:30 p.m.

**ROLL CALL**

**Commissioners present:** Aspinnall, Brickner, Countegan, Grant, Mantey, Trafelet, Varga, Ware

**Commissioners Absent:** Stimson

**Others Present:** Director of Planning and Community Development Kettler-Schmult City  
Attorney Schultz, Planning Consultant Tangari, Staff Engineer  
Sonck

**APPROVAL OF THE AGENDA**

**PUBLIC HEARING**

**REGULAR MEETING**

**A. REVISED PUD PLAN 3, 2021**

**LOCATION:** 32680 Northwestern Hwy  
**PARCEL I.D.:** 23-02-126-130  
**PROPOSAL:** Construction of a multiple-family apartment building in B-2,  
Community Business and B-3, General Business Districts  
**ACTION REQUESTED:** Set for public hearing  
**APPLICANT:** Robert Asmar, NWH Holdings, LLC  
**OWNER:** NWH Holding, LLC

Referencing his June 7, 2022 memorandum, Planning Consultant Tangari gave the following review comments:

- The PUD plans to share the access that is already used by the senior facility and climate controlled self-storage (also a PUD development) to the north. The site is zoned B-2 and B-3.
- The almost 6 acre site is mostly vacant, with a concrete batch plant there right now.
- Adjacent properties are mostly commercial, with senior housing to the north, and multi-family apartment building to the east.
- At its meeting on February 18, 2021, the Planning Commission granted preliminary PUD qualification approval to the project, citing the plan's compliance with objective viii. of Section 34-3.20.2.E.: *To bring about redevelopment of sites where an orderly change of use is determined to be desirable.*
- At the February 18 meeting, the Commission generally didn't take issue with the proposed use, but several Commissioners did express reservations about the scale, particularly the density and the height of the proposal.

- The PUD was also reviewed by the Planning Commission at its meeting on August 19, 2021, when a recommendation was postponed in order to provide the applicant an opportunity to amend the plan in response to discussion at that meeting. The motion to postpone included some non-binding advice to the applicant to reduce height and overall density and increase the side setback.
- The applicant is seeking final PUD qualification but not site plan approval concurrent with this final qualification. Preliminary approval is not a guarantee of final approval.

The applicant has not submitted an updated narrative. The discussion in the review memorandum is therefore based on the previously submitted narrative.

- The applicants cited more of the objectives for a planned unit development than the Planning Commission granted when it gave preliminary qualification. The applicant called attention to objectives i., ii., v., vi., vii., and viii. The Planning Commission cited only viii.
- A PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request. An increase in density is definitely sought by the applicant with the proposed use, which use isn't permitted in the underlying districts. It does appear the request is not made solely to avoid a variance, but there are some deviations from ordinance standards will be requested to facilitate the conceptual plan.
- The applicants have submitted what is necessary for final determination.
- There is no land use plan which shows what area of the site is for the proposed use, however the proposal was only for one use.

Regarding density:

- 253 units are proposed: 130 one-bedroom units, 119 two-bedrooms units, and 4 three-bedroom units, with a total of 633 rooms.
- Density has increased from earlier iterations of the conceptual plan. The proposed density is about 2.75 times that of the densest multiple-family district in the City (RC-3 230 rooms)

Regarding the Master Plan:

- The portion of the site that is zoned B-2 is called out as multiple-family on the future land use map. The portion of the site zoned B-3 is called out as non-center type business; the B-3 portion of the property is consistent with this designation. The property is not addressed on the residential density map.
- The property is adjacent to a multifamily complex that is shown as high density residential on the residential density map.

Requested relief from ordinance standards, other than the use itself, includes:

- Height: proposed maximum height is 69 feet, where 50 feet is permitted.
- East side setback to residential: 54.47 feet is proposed where 75 feet is required.
- Density: The plan does not specify a base district for density standards. 633 rooms are proposed; the maximum number of rooms permitted in the RC-3 district is 230.
- Parking: 414 spaces are proposed; 508 are required. More than half the spaces are in the building on the ground floor. Bicycle parking and EV stations can be discussed at the site plan phase.

Keith Phillips, 9049 Riverside Drive, Brighton, was present on behalf of this application to set this revised PUD Plan for public hearing. Jim Butler, PEA Group, was also present.

Mr. Phillips made the following points:

- Height of the building had been adjusted down to 59 feet, or 10 feet lower than what had been previously discussed.
- The applicants looked at the competitors in the surrounding area, and took into account what was workable for the client as well as the community at large.
  - The Emerson project that was just approved by the Planning Commission and City Council had approximately 113 rooms/acre; this project is at 114 rooms/acre.
  - The Emerson is at 43.66 units/acre; this project is at 45 units/acre.
  - The Emerson provided 1.69 spaces/unit; this project provided 1.64 spaces/unit.
- The applicants lowered the building from 5 stories to 4 stories, bringing the height down 10 feet, and at the same time increased the density. Costs have gone up exponentially. Economy of scale demanded more density and was in line with the competition.
- Most of the parking is enclosed under the building, now in a subterranean structure that allowed the height mitigation.
- They could reduce height further to 52 feet, with a more commercial appearing flat roof.
- They were happy with the direction of the project, which incorporated quite a bit of green space, and offered a highly amenitized product.
- The lower height blended well with the project to the northeast.

The applicants responded to questions from the Commission as follows:

- They had received the June 6, 2022 letter from the Fire Marshal and would discuss the issues noted in the letter with the Fire Marshal.
- The renderings shown were reflective of the planned exterior façade and materials.

Chair Countegan indicated he was ready to entertain a motion.

**MOTION by Brickner, support by Grant**, that proposed revised PUD Plan 3, 2021, submitted by NWH Holdings, LLC, dated May 18, 2022, be set for public hearing for the Planning Commission's next available regular meeting agenda.

**Motion carried 6-2 (Trafelet, Varga opposed).**

**APPROVAL OF MINUTES** April 21, 2022 Special Meeting, April 21, 2022 Regular Meeting,  
May 19, 2022 Special Meeting

**MOTION by Brickner, support by Trafelet**, to approve the April 21, 2022 Special Meeting minutes, the April 21, 2022 Regular Meeting minutes, and the May 19, 2022 Special Meeting minutes as submitted.

**Motion carried unanimously by voice vote.**

### **PUBLIC COMMENT**

In response to a question from Commissioner Trafelet, Mr. Zabik (Case A) gave information regarding the water table on his property.

### **COMMISSIONERS' COMMENTS**

Commissioner Brickner spoke to the service provided by Commissioners and the things Commissioners learned through that service, especially regarding zoning law and planning principals.

Regarding the vote on Case D., City Attorney Schultz noted that an applicant could not be denied a public hearing unless they had not submitted all required materials, when the request could be postponed.

**ADJOURNMENT**

**MOTION by Brickner, support by Grant, to adjourn the meeting at 8:26pm.**

**MOTION carried unanimously by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary

/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
JULY 21, 2022, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Countegan at 7:30 p.m.

**ROLL CALL**

**Commissioners present:** Aspinall, Brickner, Countegan, Grant, Mantey, Stimson, Trafelet, Varga,

**Commissioners Absent:** Ware

**Others Present:** City Planner Perdonik, City Attorney Schultz, Planning Consultant Tangari, Staff Engineer Dawkins

**APPROVAL OF THE AGENDA**

**MOTION by Brickner, support by Trafelet, to approve the agenda as presented.**

**MOTION carried unanimously by voice vote.**

**REGULAR MEETING**

**PUBLIC HEARING**

**Motion carried unanimously by voice vote.**

**A. REVISED PUD PLAN 3, 2021**

LOCATION:	32680 Northwestern Hwy
PARCEL I.D.:	23-02-126-130
PROPOSAL:	Construction of a multiple-family apartment building in B-2, Community Business and B-3, General Business Districts
ACTION REQUESTED:	Recommendation to City Council
APPLICANT:	Robert Asmar, NWH Holdings, LLC
OWNER:	NWH Holding, LLC

As the applicant had requested this item be postponed, and as there was no public present to comment on this request, the following motion was offered,

**MOTION by Mantey, support by Aspinall, that PUD Plan 3, 2021, dated May 19, 2022, submitted by NWH Holdings, LLC, Robert Asmar, BE POSTPONED until the August 18, 2022, Planning Commission meeting at the request of the applicant in order to revise their plans.**

**Motion carried unanimously by voice vote.**

**APPROVAL OF MINUTES June 16, 2022 Special Meeting, and June 16, 2022, Regular Meeting**

**MOTION by Grant, support by Brickner,** to approve the June 16, 2022 Special Meeting and Regular Meeting minutes as submitted.

**Motion carried unanimously by voice vote.**

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

**MOTION by Trafelet, support by Grant,** to adjourn the meeting at 8:56pm.

**MOTION carried unanimously by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary

/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
AUGUST 18, 2022, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Vice Chair Trafelet at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Brickner, Grant, Mantey, Stimson, Trafelet, Varga, Ware

Commissioners Absent:           Countegan

Others Present:                   City Planner Perdonik, City Attorney Schultz, Planning Consultant  
Tangari, Staff Engineer Dawkins

**APPROVAL OF THE AGENDA**

**MOTION by Stimson, support by Varga, to approve the agenda as presented.**

**MOTION carried unanimously by voice vote.**

**PUBLIC HEARING**

**A.     REVISED PUD PLAN 3, 2021**

LOCATION:                           32680 Northwestern Hwy  
PARCEL I.D.:                       23-02-126-130  
PROPOSAL:                         Construction of a multiple-family apartment building in B-2,  
Community Business and B-3, General Business Districts  
ACTION REQUESTED:             Recommendation to City Council  
APPLICANT:                       Robert Asmar, NWH Holdings, LLC,  
OWNER:                             NWH Holdings, LLC

The applicant had requested this item be tabled to the September 15, 2022 meeting.

As this was an advertised public hearing, Vice Chair Trafelet opened the meeting for public comment. As no one was present this evening to speak on this matter, Vice Chair Trafelet brought the matter back to the Commission for a motion.

**MOTION by Brickner, support by Varga, to adjourn Revised PUD Plan 3, 2021 to the September 15, 2022 meeting, at the request of the proponent.**

**MOTION carried unanimously by voice vote.**

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

**MOTION by Grant, support by Ware, to adjourn the meeting at 7:53pm.**

**MOTION carried unanimously by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary

/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
SEPTEMBER 15, 2022, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Countegan at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Brickner, Countegan, Grant, Mantey, Stimson, Trafelet,

Commissioners Absent:         Varga, Ware

Others Present:                 City Planner Perdonik, City Attorney Schultz, Planning Consultant  
Tangari, Staff Engineer Alexander

**APPROVAL OF THE AGENDA**

**MOTION by Trafelet, support by Brickner,** to approve the agenda as presented.

**MOTION carried unanimously by voice vote.**

**PUBLIC HEARING**

**A.     REVISED PUD PLAN 3, 2021**

LOCATION:                         32680 Northwestern Hwy  
PARCEL I.D.:                     23-02-126-130  
PROPOSAL:                     Construction of a multiple-family apartment building in B-2,  
Community Business and B-3, General Business Districts  
ACTION REQUESTED:         Recommendation to City Council  
APPLICANT:                     Robert Asmar, NWH Holdings, LLC,  
OWNER:                         NWH Holdings, LLC

**Applicant presentation**

Keith Phillips, Think Shop Architects, 1420 Washington Blvd., Suite 430, Detroit MI, and Jim Butler, PEA Group, 1849 Pond Run, Auburn Hills MI, were present on behalf of this application for recommendation for Final Determination to City Council for Revised PUD Plan 3, 2021.

Utilizing a PowerPoint present and a 3-D model (passed around the Commission, and then given back to the applicants), the applicants provided the following information.

**Regarding changes to the plan:**

- After their last meeting, the applicants re-evaluated their plan, especially relative to some of the issues that were brought up related to height and density. The height was lowered from 69' high to 55' high, by lowering the building into the ground, with ~260 parking spaces provided below the building. The rest of the parking will be surface parking.
- The number of units was reduced from 253 to 217 units.

- The layout remained the same as with previous renditions, with a single access point off Northwestern Highway, and 360 degree circulation around the building. There were 4 access points into the garage all the way around the building.
- The applicants were in conversation with the Fire Marshal regarding circulation and access, and they believed that the Fire Marshal was now comfortable with the plan. Several dead end areas had been removed from the site.
- The reduction in units allowed a courtyard expansion.
- The concept was to try to keep a clean building, and conceal parking with two thirds of the parking below grade.
- The density was comparative to the units across Northwestern, as well as what was going on in neighboring communities.
- They were trying to provide as many amenities on the site as possible.

Regarding the design:

- Lowering the height lessened the impact on neighboring developments; a height deviation of 5' (instead of the previous 18') was requested.
- They tried to break up the massing with building materials, and by enlarging the courtyard by moving parking underground. They were asking for a deviation of 71' parking spaces. They were providing 1.7 parking spaces per unit (instead of the required 2.5 spaces per unit).

In response to a question, the applicants said the 55' height included the parapet, which was 4' tall.

**Consultant Report**

Referencing his August 9, 2022 memorandum, Planning Consultant Tangari reviewed this request for final PUD qualification:

Regarding PUD qualification, under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on ordinance criteria and procedures. At its meeting on February 18, 2021, the Planning Commission granted preliminary PUD qualification approval to the site, citing the plan's compliance with all objective viii of Section 34-3.20.2.E. At the time, Planning Commissioners generally did not take issue with the proposed use, but several expressed reservations about the scale of the use, particularly its density and height. The PUD was also reviewed by the Planning Commission at its meeting of August 19, 2021, and again June 16, 2022; both times, a recommendation was postponed to provide an opportunity for the applicant to amend the plan in response to discussion at the meeting. The motion to postpone included non-binding advice to the applicant to reduce height and overall density, and increase the east side setback. Density and building height had been reduced since the June meeting. The applicant was seeking final PUD qualification, but was not seeking site plan approval concurrent with final qualification. Preliminary approval was not a guarantee of final approval.

In response to questions, Planning Consultant Tangari explained that the Commission would be making a recommendation 1) regarding the use as multi-family residential and 2) on the requested deviations from the ordinance. If there were things the Planning Commission wanted in terms of materials, design, etc., those could be conditions of a recommended approval.

As this was a Planned Unit Development (PUD), and the applicant was seeking some substantial deviations from ordinance standards, the Planning Commission and City Council may wish to discuss with the applicant project elements that bring greater benefit to the wider community such as art or gateway elements on the site that would be visible to pedestrians and motorists traveling in the adjacent

right-of-way, public amenities such as a wider sidewalk to accommodate more users, benches along the public sidewalk, greater landscaping in the right-of-way, public art in the right-of-way, or other items.

City Attorney Schultz explained further that the Planning Commission would be making a recommendation regarding the concept plan presented this evening. If the PUD was approved by City Council the final plans would have to be substantially similar to what was presented. If the final site plan conformed to the PUD agreement and the concept plan, the Planning Commission would have to approve it. Now was the time to list any outstanding concerns or attach conditions.

After reviewing the application against the criteria for PUD qualification in the ordinance (pages 2-7 of the review letter), and reviewing the concept site plan and use (p. 6-8 of the review letter) Planning Consultant Tangari listed outstanding issues as follows:

#### Relief from Ordinance Standards

Per the application materials, relief was sought from the following ordinance standards:

1. Height: Proposed maximum height of 55', where 50' was permitted in the underlying district (a deviation of 5').
2. East side setback (to residential): 54.47' was proposed where the underlying district requires 75' (a deviation of 20.53').
3. Density. The plan does not specify a base district for density standards. 543 rooms are proposed; the maximum number of rooms permitted in the RC-3 district was 230 rooms (a deviation of 313 rooms).
4. Parking. 365 spaces are proposed where 436 were required (a deviation of 71 spaces). This was a ratio of 1.68 spaces per unit; the Emerson across Northwestern was approved for 1.65 spaces per unit.

If City Council did grant final PUD qualification with the requested deviations, a PUD agreement would be formalized, and the final site plan would come back to the Planning Commission for further review.

#### Other issues:

- The Planning Commission and Council might want to discuss additional landscaping as a condition of PUD qualification.
- Bike storage could potentially mitigate some of the impact of the deviation from parking requirements.
- Electrical Vehicle charging stations will be essential to future marketability; the location of such stations could be discussed at final site plan review.
- The applicants had changed the architectural appearance in response to previous conversations; the Commission should decide whether the changes are acceptable or if other changes are desired.

#### Commission discussion

Commissioner Mantey was concerned that green roofs were not mentioned in the environmental review; the applicants had mentioned green roofs in earlier iterations.

Commissioner Mantey said he saw demand for an increase in rooms in order to work at home. He was not too worried about the parking.

Commissioner Brickner noted that the applicants were comparing their design to The Emerson, across Northwestern, in terms of height and density. City Planner Perdonik agreed, while noting The Emerson

was on more acreage. The Emerson was 53' high, and had ~113 rooms per acre. This proposal had ~98 rooms per acre.

In response to a question from Chair Countegan, and noting that only Objective viii. under Section 34-3.20.2.E was listed as being met in the original motion for preliminary qualification, Planning Consultant Tangari explained that a PUD became a zoning district in and of itself, and the applicant was not obligated to develop the property under the B-2 or B-3 districts. The applicant was allowed to propose residential use with the underlying commercial zoning.

Additionally, this proposal was not comparable to any of the multifamily districts in the zoning ordinance. The proposal was similar to The Emerson, which was recently approved in the area, located in one of the most built-up commercial areas in the City. There was not a lot of density that was comparable to this density in the City in general.

Chair Countegan opened the public hearing for public comment. Seeing that no public indicated they wished to speak, Chair Countegan closed the public hearing and brought the matter back to the Commission for discussion and/or a motion.

Commissioner Mantey was concerned with the over use of the PUD process. Hopefully with the Master Plan update, fewer PUD developments would be necessary. He was disappointed that this proposal only meets one of eight objectives listed in the ordinance, which was: *To bring about redevelopment of sites where an orderly change of use is determined to be desirable*. If the green roofs were provided, they would fall under Objective i.: *To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses*. He asked that this be discussed during site plan review.

Commissioner Brickner noted that the May 2022 plans in his packet did not show the modifications being discussed this evening. He did think residential apartments were a good use, and the development acted as a buffer. His main concern was regarding the residential condominiums to the east. The greenbelt between this development and the condominiums should include taller trees that offered year-round green buffering, and more landscaping should be included. Regarding density, he hoped there was enough parking. The density was higher than normal but lower than The Emerson across the street. Recommendations by the City's consultants and staff should be included in any approving recommendation.

Commissioner Stimson said if a green roof was desired, it should be included in tonight's motion.

Commissioner Mantey said he did not want to include a green roof as a requirement, because he was unsure of its practicality.

Commissioner Stimson thought the project was too dense for this property, and too tall when it was so close to residential developments. The Emerson did not have the issue of being close to a residential complex. At a minimum, the side next to the residential development should be one less floor to make up for the too-close setback. With one less floor on the residential side, the angle to the top of the building would be the same as if the building were set back 75'. With the proposed height, the setback would be 28% closer than what would normally be allowed.

Commissioner Stimson said he liked the idea of an apartment complex, but this proposal was too massive for the small piece of land and the setbacks from the residential were too close.

Commissioner Trafelet thought the plan was improved from what was previously presented, but he agreed that the proposal was too tall and too dense. He also wanted to require more trees on the eastern side and a masonry wall.

Planning Consultant Tangari said a wall would be required on the eastern side and additional landscaping could be required as well. A 6' screen wall was typical, which would screen the parking from the neighboring use. Again, enhanced landscaping could be required. A solid evergreen screen could also be required, with deciduous trees planted in front of that.

Chair Countegan asked about any environmental aspect argument that had been made or envisioned when the project was first submitted.

Mr. Phillips said the idea was to help mitigate any environmental impacts the building might have. The entire parking structure had a green roof on it; this became the interior courtyard. They were slowing stormwater flow into the system. They had never eliminated environmental mitigation from the project, but instead had reportioned the environmental mitigation aspects to different parts of the building.

Chair Countegan asked if any baseline environmental studies had been done on the property. Mr. Butler said a Phase I environmental study had been done, and the site was clean.

Chair Countegan said he was comfortable with the project going forward, in terms of density, height, and the location of the building on the property. The Planning Commission had initiated a PUD qualification. Redevelopment was good, and there was comparable development in the proximity of this proposed development that had been successful. While there were impacts on neighbors, any time there was change there was going to be an impact, and it was up to the Planning Commission to help mitigate those effects and make sure the City was doing its best to establish good neighbors and good neighborhoods.

Chair Countegan said the issues of height, density and setback reflected a sense of the current trends, including people working from home and converting bedrooms to offices. As part of the current master planning process the Commission would be discussing how units such as these will be used in the future. He was not overly concerned about the density and he trusted the developers regarding parking – they were the ones risking capital. Again, he was in favor of moving forward.

**MOTION by Stimson, support by Trafelet**, that the Planning Commission recommend to City Council that PUD Plan 3, 2021, dated May 18, 2022, submitted by NWH Holdings, LLC, **BE DENIED**, for the following reasons:

- Exceeding height and density restrictions, and the setback on the east side.

Motion discussion:

Commissioner Brickner said that using a PUD would allow the Commission to put further conditions on the proposal, in order to protect the residential development to the east and to mitigate other concerns. For too long this property had been undeveloped, and an apartment building was a good use of the site. This proposal would bring something to the community rather than detract from it. He would not support the motion.

Chair Countegan said he would not support the motion.

**Motion failed 2-5.** (Aspinall, Brickner, Countegan, Grant, Mantey opposed).

**Motion by Brickner, support by Aspinall**, to recommend to City Council that PUD Plan 3, 2021, dated May 18, 2022, submitted by NWH Holdings, LLC, **BE APPROVED**, because the plans are consistent with the goals, objectives, and policies of the Master Plan and applicable provisions of the Planned Unit Development Option in Section 34-3.20 of the Zoning Ordinance, SUBJECT TO:

1. Modifications of Zoning Ordinance requirements as indicated on the proposed plan.
2. Further modifications of Zoning Ordinance requirements as follows:
  - Height not to exceed 55' in any location on the building.
  - Density not to exceed 217 units in the building.
  - At least 365 parking spaces be provided.
  - Side yard on the east side of the building be no less than 54'.
3. The following conditions:
  - Green roofs if structurally feasible.
  - Underground water storage requirements as set forth on the June 7, 2022 Environmental Review, setting forth the requirements of proper water storage on the premises, including providing calculations details for the underground detention system.
  - Higher density of landscape material will be used on the east side of the building, including taller trees that will be green year round such as arbor vitae, and taller deciduous plants, to act as a blockade between the residential condominiums to the east and this project, and in addition, if required by ordinance and/or staff, a six foot screen wall. The screen wall does not eliminate or reduce the requirement for taller trees and landscaping including shrubs as described.
  - Bicycle parking and EV stations be provided, with EV infrastructure installed in the parking structure and elsewhere as appropriate.

And with the following finding:

The Planning Commission finds that the PUD qualifies under Section 34-3.20.2.E., objectives vii and viii.

vi.: To promote the goals and objectives of the Master Plan for Land Use.

viii: To bring about redevelopment of sites where an orderly change of use is determined to be desirable.

**Motion carried 7-2** (Stimson, Trafelet opposed).

### **PUBLIC COMMENT**

Cynthia Lukotch, 35263 Edythe Drive, spoke in favor of the zoning text amendment just discussed and set for public hearing. She supported the 72 hour requirement.

### **ADJOURNMENT**

**MOTION by Trafelet, support by Brickner**, to adjourn the meeting at 8:45pm.

**MOTION carried unanimously by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary  
/cem

**APPROVED 11/14/2022**

MINUTES  
CITY OF FARMINGTON HILLS  
CITY COUNCIL MEETING  
CITY HALL – COUNCIL CHAMBER  
OCTOBER 24, 2022 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Barnett at 7:30pm.

Council Members Present: Barnett, Boleware, Bridges, Bruce, Knol, Massey, and Newlin

Council Members Absent: None

Others Present: City Manager Mekjian, City Clerk Smith, Assistant City Manager Valentine, Directors Brockway, Kettler-Schmult, Mondora, Monico and Skrobola, Police Chief King and City Attorney Saarela

**PLEDGE OF ALLEGIANCE**

Page 3 of 9

**PUBLIC HEARING**

**PUBLIC HEARING AND CONSIDERATION OF REVISED PLANNED UNIT DEVELOPMENT PLAN 3, 2021 LOCATED AT 32680 NORTHWESTERN HIGHWAY.**

Charmaine Kettler-Schmult, Director of Planning and Community Development, provided an overview of the proposed revised PUD plan and noted that the Planning Commission held their public hearing on this plan and unanimously recommended approval to City Council.

Councilmember Bruce disclosed that when he was not sitting on Council he had met with Mr. Asmar as an adviser for no monetary exchange and also spoke at the Planning Commission meeting as a resident on behalf of the project. He added that he spoke with the City Attorney to make sure there was no conflict of interest with him voting on this issue this evening and the City Attorney indicated that because there was not monetary consideration and he was a private citizen at the time of the consultation, there was no conflict of interest.

Councilmember Bridges stated that he felt Dr. Bruce should recuse himself from voting on this project.

Beth Saarela, City Attorney, spoke to the standards of a conflict of interest that included monetary exchange and it had been confirmed there was no monetary exchange

Jim Butler, representing NWH Holdings, LLC, and project architect provided an overview of the revised PUD plan that included a 4-story 217 unit luxury apartment building 55 feet in height with 365 parking spaces. He noted that 264 spaces would be under the building. The design of the project was an interpretation of what is happening along Northwestern Highway and will have common courtyards, high-intensity roofing and they feel will be the “greenest” building in the community. They are also providing for electric vehicle (EV) parking and additional spots for future EV parking if needed. The amenities were discussed that included walking/biking areas.

Deviations from the ordinance requirements included:

- Height of the building is proposed at 55 feet where 50 feet is the maximum height permitted
- East side setback requirement – 54.47 feet is proposed where 75 feet is the minimum required
- Density of the project – a density of 543 rooms is proposed where 230 rooms is the maximum density permitted
- Parking requirements – 365 spaces proposed where 436 spaces would be required

Council asked questions of the developer and architect with regard to the height, square footage of the units and units per acre and how this project compares to The Emerson project across the street. In the discussions, the following concerns were mentioned:

- The request is for development of apartments and owner-occupied condominiums would be preferred
- Lack of parking spaces and the desire to add additional parking by decreasing the density of the project rather than eliminating green space/landscape
- The height of the building dwarfing what is seen going north on Northwestern Highway
- The project having a negative impact on condominiums and schools in the area

It was noted that additional parking could be provided; however, the developer took direction from the Planning Commission to instead increase landscaping. Mr. Butler added that reducing the number of rooms would not work economically for the project and with the market he believes they could only reduce the number of units to 210.

Council also mentioned that the developer has been before the Planning Commission several times where the Commission required many concessions to the original plan and all of the changes were based on feedback from the Planning Commission. It was pointed out the developer could increase parking and reduce landscaping on the site and there would still be sufficient landscaping for the project.

Mayor Barnett opened the public hearing. There being no public comments, Mayor Barnett closed the public hearing.

MOTION by Massey, support by Boleware, that the application for approval of revised PUD Plan 3, 2021, dated July 18, 2022, is denied because it does not meet all provisions set forth in Section 34-3.20 of the Zoning Ordinance and the proposed development will adversely affect the public health, welfare, and safety for the following reasons:

- It is not in the best interest of the City
- The close proximity to the owner-occupied units to the east based on the setback deviation that would impact those condominiums
- The density of the project
- Preference for owner-occupied condominiums

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby tables the Revised Planned Unit Development Plan 3, 2021 located at 32680 Northwestern Highway.

Mayor Barnett clarified that a motion to table takes precedent and is not debatable.

MOTION CARRIED 4-3 (Barnett, Bruce and Massey opposed)

It was suggested to the developer that they consider the following revisions to their plan to bring back to City Council for consideration:

- Step down the eastern portion of the development to 3-stories that would reduce density and there would be no need to include more parking
- Include owner-occupied condominiums in the development

The architect expressed concern over the process and time they have already spent revising their plan based on feedback from the Planning Commission.

Mayor Barnett explained the PUD approval process and suggested the developer and architect communicate with the Director of Planning and Community Development on their next steps.

**ADDITIONS TO AGENDA**

There were no additions to the agenda.

**ADJOURNMENT**

MOTION by Bridges, support by Bruce, to adjourn the regular session City Council meeting at 10:02pm.

MOTION CARRIED 7-0.

Respectfully submitted,



Pamela B. Smith, City Clerk

MINUTES  
CITY OF FARMINGTON HILLS  
FARMINGTON HILLS CITY COUNCIL  
CITY HALL - COMMUNITY ROOM  
JANUARY 9, 2023 – 6:00PM

The study session meeting of the Farmington Hills City Council was called to order by Mayor Barnett at 6:03pm

Council Members Present: Barnett, Boleware, Bridges, Bruce, Knol, Massey and Newlin

Council Members Absent: None

Others Present: City Manager Mekjian, City Clerk Smith, Assistant City Manager Valentine, Directors Brown, Kettler-Schmult, Monico, Schnackel, Skrobola and Winn and City Attorney Joppich

**DISCUSSION ON REVISED PLANNED UNIT DEVELOPMENT PLAN 3, 2021 – 32680  
NORTHWESTERN HIGHWAY**

Erik Perdonik, City Planner, stated that the applicants for the proposed Stonefield Development are present to obtain feedback on an alternative proposal for their development based on City Council comments at a previous meeting where they tabled this matter to date uncertain.

Jim Butler, representing the development, viewed the proposed project and alternate proposal based on previous feedback from City Council that included additional parking.

Sharon Woods, market analyst, discussed rental units versus for-sale units and why rental units in this particular area would work best.

The following concerns were expressed by Council:

- Still have not heard the advantage of a PUD at this location and benefits to the community
- Overbuilding of rental units in this area
- Height of the proposed building at the northeast end adjacent to the condominiums

Due to the time and need to start the regular session portion of the meeting, Mayor Barnett suggested that this item is included on a future study session agenda as the first item of discussion.

**ADJOURNMENT**

The study session meeting adjourned at 7:29pm

Respectfully submitted,



Pamela B. Smith, City Clerk

MINUTES  
CITY OF FARMINGTON HILLS  
FARMINGTON HILLS CITY COUNCIL  
CITY HALL - COMMUNITY ROOM  
MARCH 13, 2023 – 6:00PM

The study session meeting of the Farmington Hills City Council was called to order by Mayor Barnett at 6:05pm.

Council Members Present: Barnett, Bridges, Bruce, Knol, Massey and Newlin

Council Members Absent: Boleware

Others Present: City Manager Mekjian, City Clerk Smith, Assistant City Manager Valentine, Directors Brockway and Kettler-Schmult and City Attorney Joppich

**REVISED PLANNED UNIT DEVELOPMENT 3, 2021**

Charmaine Kettler-Schmult, Director of Planning and Community Development, stated that this was a continuation of previous discussions with City Council regarding a Planned Unit Development that occurred on January 9<sup>th</sup> following a decision by Council to postpone action on this revised PUD Plan to allow the developer to revise plans based on Council feedback. City Council then held a study session meeting on January 9, 2023 on this same issue but there was limited time left of the meeting to get Council feedback so Council invited them back to a future study session.

Jim Butler and other representatives of the applicant reviewed the concept for the PUD, marketing demands, the management company TAMC and public art as part of the proposed project. They presented 3D drawings of the proposed project and various views from ground level as well as a fly-over of the entire development. It was noted that at the highest point the building is 55 feet and that there would be 117 feet between the proposed development and the neighboring condominiums.

Council inquired what other developments could potentially have gone on this site and the taxes that would be generated from the development.

It was noted that commercial retail, restaurants, auto repair businesses are few other uses that could have been constructed on the site and that the proposed development would bring in approximately \$500,000+ per year.

Discussion was held on the impact that other uses would have on the condominiums versus the proposed apartments; but it was also mentioned that that retail businesses would face Northwestern Highway and the buildings would not be as tall.

Representatives further reviewed the proposed project going through the type of units, design and amenities provided and community features of the project. Market studies provided showed the affordability and need in the community and price points for the units were discussed.

In response to Council, it was noted that the project would cost approximately \$30 million to build.

Council suggestions and comments included:

- That the parking area is gated to deter auto theft

- The project could spur further redevelopment in the area due to demand for services needed based on the additional residents
- One vision for the area included a transit hub with nightlife and transportation to downtown
- Density and upkeep of apartment buildings into the future were still a concern for some members of Council
- Questioned the community benefits
- Suggested considering a bus stop on the site for students

Jim Butler, representing the applicant, confirmed that right-of-way for a future transit hub would not be a deal-breaker for them and there is some property available that may be able to accommodate this request. They have no objections to a bus stop on site but believed that would most likely be determined by the school district. Community benefits included down-zoning of the site, reducing the plan from 5 to 4 stories and reducing the height from 75 feet to 55 feet. Other amenities and community benefits include electric vehicle (EV) stations, public art and providing a need within the community. With regard to public art, they wanted to work with a local artist but first were wanting feedback from the Council to determine if the city had a concept in mind.

Photos were presented of the various apartment complexes that they managed, including some 25-50 years in age; and it was mentioned that the complexes have been so well maintained that they are still being recognized and receiving awards.

Mr. Butler stated that they looked at modifying the plan to reduce the density but it just didn't work for the project.

Staff explained that this plan would come back to City Council at a regular meeting for consideration.

**ADJOURNMENT**

The study session meeting adjourned at 7:25pm

Respectfully submitted,



Pamela B. Smith, City Clerk



DEPARTMENT OF PUBLIC SERVICES  
KAREN MONDORA, P.E., DIRECTOR

City of Farmington Hills  
Environmental Review

Project Name: Revised PUD Plan 3

Address: 32680 Northwestern Hwy  
Project Job #: 02-21-65 – 22-23-02-126-130  
Plan Dated: 04-07-2022

Plan Received: 06-02-2022  
Review #: 1  
Review Date: 06-07-2022

As requested, I have conducted a plan review of the above reference engineering plans. I have the following comments:

1. There is opportunity for low impact development best management practices to address storm water quality. These techniques include: porous pavement, infiltration trenches, and bioretention/rain gardens. The low impact development techniques would minimize the volume of storm water runoff and provide storm water quality treatment.
2. Provide calculations and details for the storm water quality manufactured treatment units. These units must be approved by the New Jersey Department of Environmental Protection (NJDEP). Use the Oakland County Stormwater standards for sizing of water quality flow.
3. Provide calculations and details for the underground detention system.

Respectfully submitted,

A handwritten signature in blue ink that reads 'Tyler Sonoga'.

Tyler Sonoga  
Civil/Environmental Engineer  
Department of Public Services

cc: City of Farmington Hills, J. Cubera



DEPARTMENT OF PUBLIC SERVICES  
KAREN MONDORA, P.E., DIRECTOR

## INTEROFFICE CORRESPONDENCE

**DATE:** June 6, 2022  
**TO:** Planning Commission  
**FROM:** James Cubera, Engineering   
**SUBJECT:** Stonefield of Farmington Hills  
Revised PUD Plan 3, 2021  
32680 Northwestern  
PJ#: 02-21-65  
22-23-02-126-130

---

This office has performed a preliminary review of the above referenced revised PUD plan submitted to the Planning Department on May 19, 2022. Our preliminary comments are as follows:

1. A 12-inch public water main exists along the Northwestern Hwy. frontage of this site. In addition, an 8-inch public water main exists along the west property line of this development as well as portions of the self-storage and senior living facility to the north. The proponent has identified tying into the west line along the service road with a 2-inch domestic lead and what appears to be a combined hydrant line/fire suppression line. It should be noted that the hydrant cannot be on the same main as the fire suppression line and both the fire suppression line and the hydrant line must be a separate line from the service.

We also note that a hydrant is proposed at the northeast corner. Hydrant locations must be a minimum of 250-foot coverage as measured along an exterior hose laying route. Input from the Fire Department will be needed to address fire protection.

2. A 10-inch sanitary sewer exists along the north side of Northwestern Hwy. across the frontage of this site. In addition, a 10-inch sanitary sewer line runs along the east property line northward. The plans identify tying into the line on Northwestern. This is acceptable.

3. A public sidewalk currently exists along the Northwestern Hwy. frontage. No additional walk requirements will be in effect except for fill in where driveways were located for the previous site and where replacement is needed in instances of damaged sidewalk.
4. The plans identify utilizing an existing driveway servicing the self-storage site and the senior living facility. This driveway use is acceptable. Note that appropriate acceleration and deceleration lanes will be required in accordance with the City of Farmington Hills Engineering Standards.

Our office will require that an updated traffic impact study be submitted for this site addressing traffic operations onsite as well as along the Northwestern corridor within the influence of this site. Please note that as Northwestern Hwy. is under the jurisdiction of MDOT, permits and approval will also be required from their office.

5. The plans identify an underground storage detention system at the southeast corner of the site. It is our understanding that this will supplement the storage provided by the overall development northward in the Beyond Self Storage property. This is acceptable. However we note that the design and support calculations will be required for review. These can be addressed and submitted at the time of construction review.
6. Storm water quality improvements will be required for this development. The plans must identify the type of units and their size in accordance with the City of Farmington Hills Engineering Standards. Attached are comments from the City's Environmental Engineer Tyler Sonoga. Any questions regarding these comments can be addressed to him at 248-871-2533.
7. It is suggested that the proponent and their engineer set up a virtual meeting to discuss the above engineering items with the Engineering Division once Planning Commission approval is ultimately granted.



DEPARTMENT OF PUBLIC SERVICES  
KAREN MONDORA, P.E., DIRECTOR

INTEROFFICE CORRESPONDENCE

**DATE:** August 1, 2022  
**TO:** Planning Commission  
**FROM:** James Cubera, Engineering   
**SUBJECT:** Stonefield of Farmington Hills  
Revised PUD Plan 3, 2021  
32680 Northwestern  
PJ#: 02-21-65  
22-23-02-126-130

---

This office has performed a preliminary review of the above referenced revised PUD plan submitted to the Planning Department on July 20, 2022. It is very similar to the plan submitted on May 19, 2022, with differences including removal of some parking stalls and some interior courtyard changes. With this in mind, our comments remain as per our memo dated June 6, 2022. We do note also that with regard to the PUD agreement, it is recommended that all Engineering items be specifically addressed in that agreement prior to it being signed.



**INTEROFFICE CORRESPONDENCE**

**DATE:** October 14, 2022  
**TO:** Planning Commission  
**FROM:** Jason Baloga, Fire Marshal  
**SUBJECT:** Revised PUD 3-2021 (Stonefield of Farmington Hills)

The Fire Department has no objection to approval of this proposed project contingent upon compliance with the following:

1. Fire lanes shall remain unobstructed during construction and after receiving Certificate of Occupancy. This requirement will be strictly enforced. Proponent may want to explore off-site parking and equipment staging locations.
2. The suppression system shall be installed in accordance with NFPA 13.
  - a. Fire Department Connection (FDC) shall be a 5" Storz with a 30° downturn. Location to be approved by the Fire Department prior to installation.
  - b. Standpipes shall be required.
  - c. The parking area on the first level shall have a suppression system approved by the AHJ with not less than Ordinary Hazard II Sprinkler Density.
  - d. The attic shall be suppressed with no allowance for omission according to NFPA 13, 8.15.
  - e. In multiple story buildings where a suppression system is present, control valves shall be provided on each level.
  - f. If a fire pump is required, a diesel pump or on-site generator shall be provided; DTE is not considered a reliable power source.
3. Fire Alarm shall be designed and installed according to NFPA 72.
  - a. System shall be certificated by Under Writers Laboratories. Please ensure that your fire alarm installer and monitoring company understand this requirement.
  - b. Proponent has stated that Carbon Monoxide protection will be provided.
4. Emergency Responder Radio coverage shall be required if it is determined that signal strength is not adequate.
5. It was discussed that stairwells will be constructed with CMU block and of IB Construction for parking area under the building. The remainder of the building will be constructed of III-A or V-A building materials.
6. The minimum clearance between the finished roadway surface and any overhead obstruction shall be thirteen feet, six inches (13' 6").
7. No parking fire lane signs shall be posted and strictly enforced.
8. The building shall be properly maintained and in accordance with Fire Prevention Code requirements.

A handwritten signature in blue ink, appearing to read "Jason Baloga".

Jason Baloga, Fire Marshal

**CITY OF FARMINGTON HILLS  
CITY COUNCIL PUBLIC HEARING NOTICE**

[www.fhgov.com](http://www.fhgov.com)

**DATE:** April 10, 2023  
**TIME:** 7:30 P.M.  
**PLACE:** Farmington Hills City Hall, City Council Chambers  
31555 Eleven Mile Road  
Farmington Hills, Michigan 48336  
**ITEM:** Revised Planned Unit Development 3, 2021

The Farmington Hills City Council will consider an application for revised Planned Unit Development (PUD) Plan 3, 2021. The applicant, Robert Asmar, NWH Holdings, LLC, seeks to construct a multi-family apartment building in B-2, Community Business and B-3, General Business Districts.

The subject property is: 32680 Northwestern Highway; Parcel Identification Number: 22-23-02-126-130; City of Farmington Hills, Oakland County, Michigan.

Any interested person is invited to comment on the request in person at the scheduled hearing, or written comments may be submitted to the City of Farmington Hills Planning Office at 31555 W. Eleven Mile Road, Farmington Hills, Michigan 48336, or [eperdonik@fhgov.com](mailto:eperdonik@fhgov.com), prior to the hearing. The application may be reviewed at the Planning Office between 8:30 a.m. and 4:30 p.m., Monday through Friday.

Charmaine Kettler-Schmult  
Director of Planning & Community Development  
Email: [ckettler@fhgov.com](mailto:ckettler@fhgov.com)  
Phone: (248) 871-2540  
Publish: March 23, 2023



**Procedures for accommodations for persons with disabilities:**

The City will be following its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the City Clerk (248) 871-2410 at least two (2) working days in advance of the meeting. An attempt will be made to make reasonable accommodations.



**INTEROFFICE CORRESPONDENCE**

**DATE:** April 10, 2023  
**TO:** City Council  
**FROM:** Vicki Barnett, Mayor  
**SUBJECT:** Recommendation for appointment

I would like to recommend the following appointments at the April 10, 2023 City Council meeting:

**Commission on Aging**

Julianne Villani	<b>Length of Term:</b> Unexpired term	<b>Term ending:</b> February 1, 2024
------------------	--	---

Julianne will fill the vacancy left by Linda Lee who resigned in April 2022. Attached, please find Julianne's resume.

**Grand River Corridor Improvement Authority**

Ammar Alkhafaji	<b>Length of Term:</b> Expired term	<b>Term ending:</b> February 1, 2027
-----------------	--	---

Ammar will fill the vacancy left by John Verburg who resigned in March 2019. Attached, please find Ammar's resume.

**Danielle King**

---

**From:** postmaster@muniweb.com  
**Sent:** Monday, March 13, 2023 11:43 AM  
**To:** CMO  
**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.

<b>Submittor's Name</b>	Julianne Villani
<b>Submittor's Address</b>	[REDACTED]
<b>Submittor's Phone</b>	[REDACTED]
<b>Submittor's Email</b>	[REDACTED]
<b>Interest(s)</b>	Commission on Aging

**Resume**

I am a retired nurse, looking for ways to become more active in my community. I worked in 5 different areas in my nursing career, with countless interactions with seniors. My mom had dementia and was cared for by an angel on earth here in the Farmington Hills community (Alina Dec, Briar Hills home) I've had senior patients struggle to get to appointments and incidents of patients unable to care for themselves left in a lobby alone I've seen needs and as a senior myself I know some wants of the community

**References**

Lisa Wildman, [REDACTED]	Melody Klemmer [REDACTED]
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2/12/2023 12:50:57 PM

## Danielle King

---

**From:** postmaster@muniweb.com  
**Sent:** Monday, March 13, 2023 11:43 AM  
**To:** CMO  
**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.

<b>Submittor's Name</b>	Ammar Alkhafaji
<b>Submittor's Address</b>	[REDACTED]
<b>Submittor's Phone</b>	[REDACTED]
<b>Submittor's Email</b>	[REDACTED]
<b>Interest(s)</b>	Grand River Corridor Improvement Authority

### Resume

EDUCATION American University of the Caribbean School of Medicine ~ Sint Maarten & Manchester, England (Graduation: May 2020) Doctor of Medicine (MD) University of Michigan ~Ann Arbor, Michigan (Graduation: May 2016) BS, Biopsychology, Cognition, and Neuroscience Detroit Country Day School ~Beverly Hills, Michigan (Graduation: May 2012) Professional Experience Principal, The W Investors Group 2013-Present • Multifaceted Real Estate Development, Acquisition and Management Company Featured on Crains Detroit 20 in their 20s <https://www.crainsdetroit.com/awards/amm-alkhafaji-20-their-20s-2021> Lead the 4 Corners Square mixed use development in White Lake Michigan Currently Developing The Orchards condominiums in Farmington hills • Currently developing large scale mixed use developments across the state of Michigan Internal Medicine Resident Physician, Ascension Providence Hospital 2020-Present • Medical Resident currently in the process of completing specialized training in Internal Medicine • Working on numerous research projects being submitted for IRB approval and the ACP • Help educate medical students who are doing their medical rotations at Ascension Providence

### References

Anthony Noble, White Lake Township Clerk 1-(517)-404-1545 Faiz Simon, Simon Group Holdings 1-248-388-8753

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3/6/2023 3:01:52 PM

# CRAIN'S

## DETROIT BUSINESS

CRAINSDETROIT.COM | MAY 10, 2021 | CRAIN

# 20 IN THEIR TWENTIES

They're young.  
They're motivated.  
They're making their  
mark on metro Detroit.

| Photography by Sylvia Jarrus.

## AMMAR ALKHAFAJI

27 | Principal | The W Investors Group LLC

Ammar Alkhafaji is something of an Energizer Bunny.

In his own version of moonlighting, the internal medicine doctor who works out of Ascension Providence in both Southfield and Novi spends his hours outside the hospital — sometimes 13-hour days starting at 5 a.m. — developing real estate.

Namely, he has devoted the last several years to bringing the Four Corners Square project in western Oakland County's White Lake Township to fruition with a large mixed-use development not generally seen in the community or surrounding areas.

"It's two different careers going at once," Alkhafaji said. "For me it's been a blessing that I'm able to do this and find that balance. A lot of sleepless nights, but I wouldn't give it up for the world."

The \$20 million-plus development by his family's The W Investors Group LLC — which was started by Alkhafaji's father, Shakir, an immigrant from Iraq who came to the U.S. in the mid-1970s — has 83 market-rate apartments plus over 20,000 square feet of retail.

In effect, it creates an urban-style apartment community in the heart of the county's lakes area, taking its name from its location at an intersection where White Lake, Waterford, Commerce and West Bloomfield meet. The 6-acre site features things like underground parking, a yoga facility, dog wash and an outdoor patio with barbecues and a firepit.

Alkhafaji, who was named principal of W Investors Group in 2018, grew up fascinated by real estate as his father built his company and portfolio to more than 1 million square feet.

Now Alkhafaji, who is a graduate of the University of Michigan and American University of the Caribbean School of Medicine, is also bringing his medical training to bear on development.

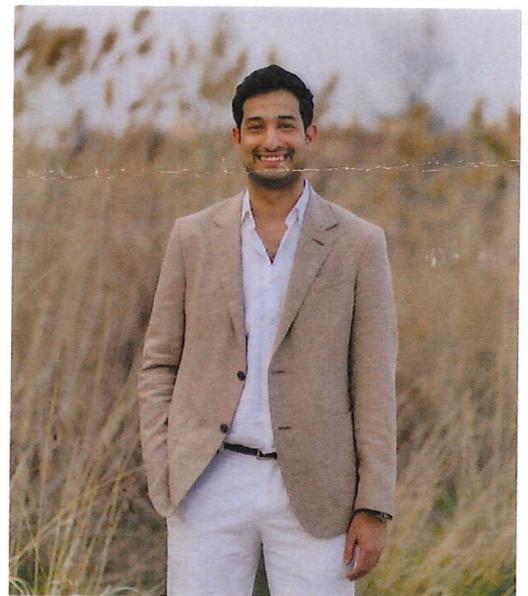
A pair of testing labs, one in Southfield and one in Waterford, that are tenants in Alkhafaji's buildings have needed large expansions during the COVID-19 pandemic, and his firm is in the planning stages of a skilled care nursing development in Waterford with 150 units.

All in, he says W Investors Group has \$50 million under construction and another \$50 million in design and planning.

But, he says, his days on the hospital floor help put things into perspective.

"Being at the hospital and seeing what's happening with COVID and things like that, working with these patients and helping them, there is no better feeling I get than helping my community in any way," Alkhafaji said.

*Kirk Pinho*



**"IT'S TWO  
DIFFERENT  
CAREERS GOING  
AT ONCE. . . .  
A LOT OF  
SLEEPLESS  
NIGHTS, BUT I  
WOULDN'T GIVE  
IT UP FOR THE  
WORLD."**



**DATE:** April 1, 2023 (April 10, 2023), City Council Meeting  
**TO:** Mayor and City Council  
**FROM:** Gary Mekjian, City Manager  
**SUBJECT:** Transmittal of 2023/2024 – 2028/2029 Capital Improvements Plan

In accordance with MCL 125.3865(1) and Section 6.08 of the City Charter, the City Manager is hereby transmitting the 2023/2024 – 2028/2029 Capital Improvements Plan (CIP) for City Council’s consideration. Annually, the CIP is prepared and transmitted to City Council in April in time for budget preparation and well in advance of the November Charter deadline.

The six (6)-year plan includes capital projects in public facilities, police, technology, parks and recreation, fire, public works, drainage, sanitary sewers, watermain, sidewalks, and transportation. The Planning Commission formally adopted the CIP following a public hearing at their March 16, 2023, meeting.

**ACTION REQUESTED:**

Motion to consider and accept the 2023/2024 – 2028/2029 Capital Improvements Plan.

**ATTACHMENT:**

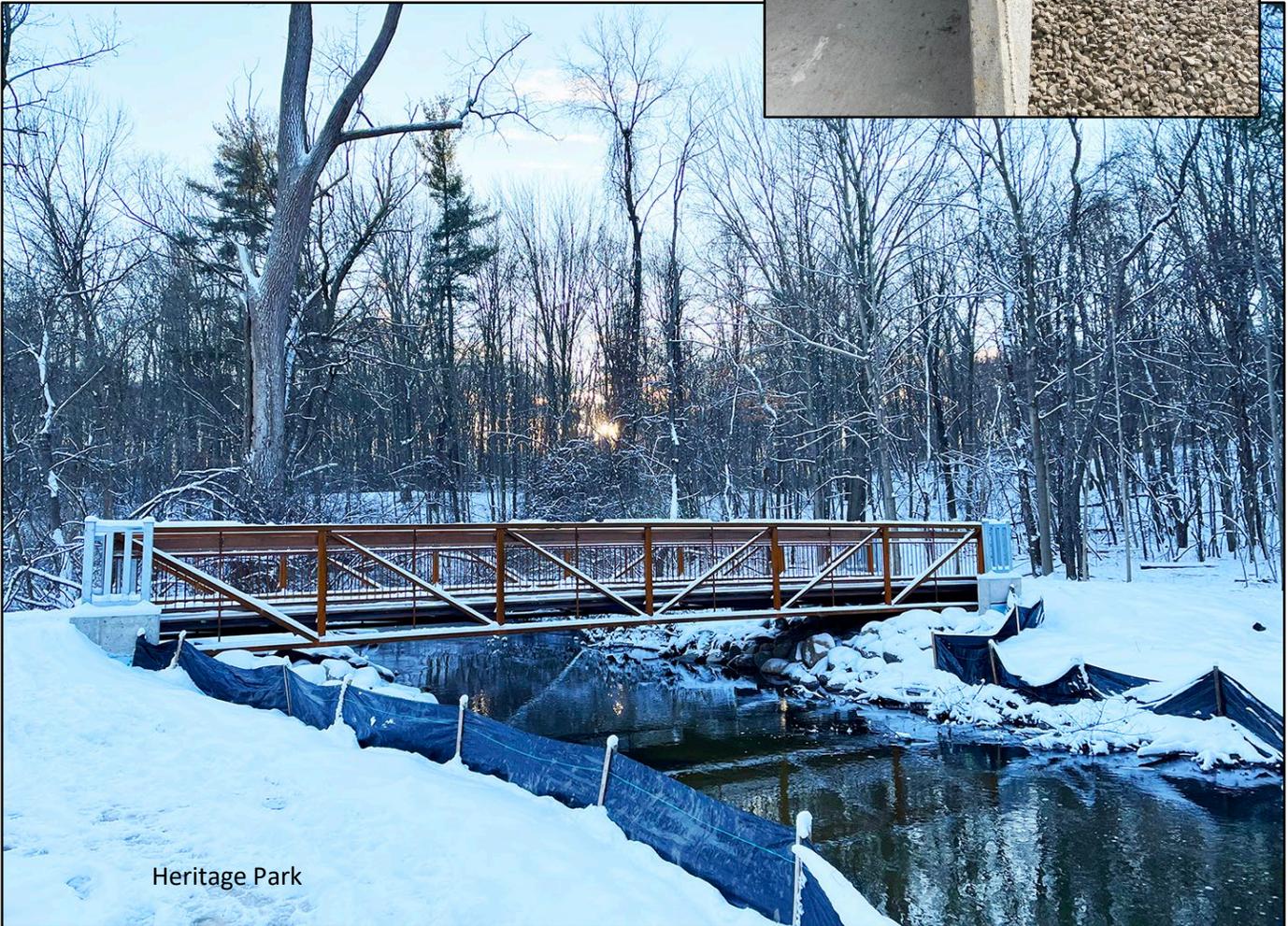
- [2023/2024 – 2028/2029 Capital Improvements Plan](#)

# City of Farmington Hills Capital Improvements Plan (CIP) 2023/2024 – 2028/2029

Paving



Storm Sewer



Heritage Park

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**CAPITAL IMPROVEMENTS PLAN**  
**2023/2024 – 2028/2029**

**Farmington Hills City Council**

Vicki Barnett, Mayor  
Mary Newlin  
Jackie Boleware  
Michael Bridges  
Randy Bruce  
Valerie Knol  
Ken Massey

**Farmington Hills Planning Commission**

Dale Countegan, Chair  
John Trafelet, Vice Chair  
Marisa Varga, Secretary  
Barry Brickner  
Joe Mantey  
Tangi Grant  
Kristen Aspinall  
Danielle Ware  
Steven Stimson,

**Acknowledgements, Background information of this document has been provided by:**

Gary Mekjian, City Manager  
Joseph Valentine, Assistant City Manager  
Jeffery King, Chief of Police  
Jon Unruh, Fire Chief  
Jason Olszewski, Deputy Fire Chief  
Jason Baloga, Fire Marshal  
Kelly Monico, Director of Central Services  
Pam Smith, City Clerk  
Ellen Schnackel, Director of Special Services  
Karen Mondora, Director of Public Services  
James Cubera, City Engineer  
Derrick Schueller, Public Works Superintendent  
Tammy Gushard, Senior Engineer  
Thomas Skrobola, Director of Finance/Treasurer  
Charmaine Kettler-Schmult, Director of Planning and Community Development

***Special Thanks to the CIP document preparation team:***

Jeri LaBelle      Barbara Smrtka

**Capital Improvements Plan Schedule:**

Planning Commission Study Session January 26, 2023  
Planning Commission Public Hearing March 16, 2023

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# CAPITAL IMPROVEMENTS PLAN

## 2023/2024 – 2028/2029

### INTRODUCTION/LEGAL AUTHORITY

The Capital Improvements Plan (CIP) is an essential planning tool for the development of the social, physical, and economic wellbeing of the City of Farmington Hills. This plan is the first step in an organized effort to strengthen the quality of public facilities and services. This provides a framework for the realization of community goals and objectives as envisioned in the City's Master Plan for Future Land Use as adopted by the Planning Commission and City Council.

In a practical sense, the CIP process allows the City to identify, prioritize and implement capital projects over multiple years. Public improvements originating from the CIP process have served to improve the quality of life for all Farmington Hills residents. As the community matures, policy makers will look to the CIP for answers in addressing public needs. This year's plan continues in that tradition.

Legal authority for capital improvement planning is found in state law. Specifically, Act 33 of the Public Acts of 2008, the Michigan Planning Enabling Act provides:

“To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of the master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a non-elected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority, that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing six-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans and estimates of time and cost of those public structures and improvements.”

Moreover, the City Charter, Sections 3.07 and 6.08, indicates that the City Manager shall have the responsibility of submitting a Capital Improvements Plan to the City Council.

### CIP GOAL

To plan for and guide needed capital improvements and expenditures in a fiscally sound manner and to ensure that these improvements are consistent with the goals and policies of the City of Farmington Hills and the expectations of its residents.

## DEFINITION: BUDGET VS. PLAN

The Capital Improvements Plan identifies all major capital projects with cost estimates anticipated in both capital and future operating costs over a six-year period. The program is intended to serve existing and anticipated development in the City. All CIP projects are listed on a priority basis and reflected by fiscal year within the plan. The plan also includes an indication for providing the financial means for implementing the projects.

The representations contained in this plan reflect input from the City's administration as adopted by Planning Commission. The actual budgets, however, for the designated years are determined annually by the City Council in accordance with the City Charter and State law. The Council may add, delete, or otherwise change priorities as they deem necessary within the annual budget review and approval process.

Each year as a capital budget is implemented, the next five-year cycle is reevaluated, and an additional year is added to comprise a six-year plan. Capital improvements beyond the sixth year are occasionally identified in the future column for tracking purposes.

## CAPITAL IMPROVEMENTS PLANNING - AN OVERVIEW

Capital improvements' planning involves, to varying degrees, the following steps:

- **Inventory** - an assessment and compilation of existing and future project needs.
- **Financial Analysis** - an analysis of all existing and potential fiscal resources.
- **Determining Priorities** - the task of comparing needs and desired projects against financial resources and other criteria.
- **Establishing Goals and Objectives** - Asking the Questions: What do we want to accomplish? How can we get there? And how do we pay for it?
- **Develop a Schedule** - look at a logical sequence, relating needs with financial resources.
- **Gain Approval** - from appropriate local officials, other funding or cooperating agencies and, most importantly, residents of the community.
- **Implement the Plan** - incorporate the first year of the capital plan into the next operating budget.
- **Review and Update** - each year review and update both the capital budget and six-year plan.

One of the more difficult tasks in developing a capital improvements plan is the establishment of priorities, i.e., selecting one project over another when financial resources are limited. The criteria used in establishing priorities include:

- Protecting life and property
- Maintaining public health and safety
- Maintaining public property
- Replacing obsolete facilities
- Providing public convenience and comfort

- Providing effective and efficient public services
- Reducing operating costs
- Enhancing recreational value
- Enhancing economic value
- Improving social, cultural, and aesthetic value
- Making prudent use of limited financial resources

## **ADVANTAGES OF CAPITAL IMPROVEMENTS PLANNING**

The Capital Improvements Plan provides numerous advantages. The following programming advantages are considered the most important:

- Planning calls attention to the unmet needs of the City and stimulates corrective action. Residents can provide public input and critical review of the City's long-range plans.
- Planning for future needs ensures that projects will benefit the entire community. Residents can see what they are getting for their tax dollars.
- Planning can help bring about a better balance to project funding among public agencies and departments.
- Planning can eliminate the possibility of duplication of effort involving time and money between various local public agencies and improve project scheduling.
- Planning enables the community to effectively take advantage of anticipated and unanticipated State and Federal grants.
- Planning can provide decision makers with sound justification for needed improvements based on the comprehensiveness of the process.
- Planning future needs allows the community to stabilize tax rates over a period of years by anticipating funding requirements.
- Planning provides the required lead-time for designing and engineering improvements in advance of actual needs.

## **ONGOING COSTS**

Many capital improvements require ongoing operational and/or maintenance costs. The City's 1995 Management Audit identified the need for operational impact statements in the Capital Improvements Plan. Those statements are contained within the CIP tables of capital improvements. While referenced in the CIP, individual departments would assume these costs in their operating budgets.

## **CIP SCHEDULE**

The following schedule serves as a guide for development, review and approval of the Capital Improvements Plan.

- In accordance with Section 6.08 of the City Charter, the City Manager shall submit to the Council a five-year projection in such detail as the Council may require and outline major capital expenditures or projects that are planned for the City.

- In November/December of each year the City Council may provide its input to the City Manager relative to capital needs, priorities, projects, and changes that it would like to see evaluated or reevaluated in preparation for the updating of the City's Capital Improvements Plan.
- Act 33 of the Public Acts of 2008 provides that the City Planning Commission shall annually prepare a six-year plan of public structures and improvements.
- In January and February of each year, the City Manager and Planning Commission shall jointly review the past year's capital budget and six-year projection of capital improvements. At this time preparation of an updated Capital Improvements Plan is initiated for the ensuing six-year period.
- In March of each year, the Planning Commission shall hold a public hearing to review the Capital Improvement Plan and gather public input prior to adoption of the plan.
- By the first meeting in April, the City Manager and Planning Commission shall submit to the City Council a Capital Improvements Plan. This may take the form of a single plan, joint plan, or separate plans, depending on the degree of consensus as to projects, priorities, and methods of financing.
- The City Council will consider the recommended Capital Improvements Plan as transmitted by the Planning Commission and City Manager and approve a capital improvement fund budget along with the general City operating budget no later than its first meeting in June.

## **CIP CRITERIA**

The CIP is a planning tool and not a promise of funding. Significant capital projects are identified with cost estimates and prioritized. Lesser capital expenditures for such things as municipal vehicles and pavement repair are anticipated in the City's general budget.

The following criteria are used to include a capital project or expenditure within the CIP:

- The project must impact the City-at-large or address a major need within the City in some specific way.
- The project represents a public facility.
- The project represents a physical improvement.
- The project requires the expenditure of at least \$25,000. Some CIP projects under \$25,000 may be included if they are part of a larger network or system of improvements.

From year to year, CIP projects are subject to change in response to community needs and available funding. Cost estimates for projects contained herein are based on current dollars, adjusted for inflation in the out years.

## FINANCING OVERVIEW

Government, like private industry, must generate adequate revenues to fund operations, capital improvements, and debt retirement. Revenues available to local government are fees, user charges, and state and federal revenue sharing including grants and taxation.

Capital improvements can be financed through internal financing, such as pay as you go or debt financing. The two approaches are explained below.

### Internal Financing

Under this approach, capital projects are financed from monies dedicated specifically for capital improvements.

Annual tax levies and fund balances can be used to implement capital projects. Funding may be derived from:

- Approved City Budget.
- Dedicated millage above the Charter limit approved by the voters.
- Existing capital improvement funds.
- Energy and Environmental Sustainability Fund
  - This revolving fund has been created to provide a source of funding specifically targeted towards energy and environmental projects that fall outside of normal capital replacement, maintenance, or other related programs. This fund was originally capitalized through grant funding and utility rebates and is sustained through collecting a portion of the energy savings realized through the City's energy efficiency efforts

### Tax Increment Financing (TIF)

For projects located in the Grand River Corridor Improvement Authority (CIA), tax increment revenues can be used to fund projects outlined in the City Council approved CIA Development Plan or to support related debt financing.

### Debt Financing

The following debt financing instruments are available:

**Limited Tax General Obligation (LTGO) Bonds.** The City, without voter approval, may pledge revenues from its remaining charter millage plus existing fund balance to provide for principal and interest payments on bonds issued. If, in the future, the unused charter millage and fund balance prove insufficient to meet debt service requirements, then the City's operating budget would be required to meet the debt service payments.

**Unlimited Tax General Obligation (UTGO) Bonds.**

With voter approval, the City can issue bonds, which pledge the City's unlimited taxing power to meet any debt service requirements of the bond issue.

**Special Assessment Bonds.** Bonds issued in anticipation of the payment of special assessments may be an obligation of a special assessment district, or districts, or may be both an obligation of a special assessment district, or districts, and a general obligation of the City.

**Voter Approved Earmarked Millage.** Voter approved millage can be utilized partially for projects on a pay-as-you-go basis. The remaining dedicated millage can be pledged to meet debt service payments on projects funded through debt issues.

**Lease Purchase Agreements.** This method involves a contractual agreement with a private developer/investor who finances the project and leases it back to the local unit of government until the debt is fully retired, at which time ownership reverts to the City.

**Capital Lease/Installment Loans.** Most used for vehicles and equipment, like a lease purchase agreement, per Act 99, this method allows for a three-party agreement between the City, the vendor/contractor and financial/lending institution.

## IMPACT OF LEGISLATION ON TAXING AUTHORITY

Property tax revenue is derived from tax rate and State Equalized Value (SEV) of all taxable properties in the City. An increase in combined SEV can be due to either actual new construction or inflation on existing real estate. During periods of inflation on real estate, communities were able to generate increased tax revenues while keeping tax rates stable. "Automatic" increases in revenues generated from taxes precipitated a constitutional amendment in 1978.

The Headlee Amendment was approved by the State's electorate in 1978 as a constitutional amendment to limit the automatic increase in tax revenue caused by ever-increasing property values. This limitation allows tax revenue to increase only as high as the Consumer Price Index (CPI) plus the value of new construction. This limitation applies to the current Farmington Hills authorized charter millage limit of 10 mills. Otherwise stated, if property values increase more than the CPI, the tax rate must be rolled back so the resulting revenue does not exceed the increase in CPI. Debt existing prior to the passage of this constitutional amendment and voter approved debt issued since the legislation is exempt from this limitation.

In 1994, the State electorate approved a state constitutional amendment commonly known as "Proposal A." This amendment limited increases in the taxable value of existing real property on a per parcel basis to the lesser of 5% or the CPI. Once existing property was transferred or sold, property values for tax purposes could be raised to 50% of fair market value. This effectively limited increases in tax revenue for municipalities to the CPI, if it was less than 5%, and new construction values.

## ACCOMPLISHMENTS

The following list identifies projects either completed or initiated this past year.

### Public Facilities

- Each year the database created from the City-wide facilities condition assessment is used to evaluate assets at each of the City owned buildings. An analysis is performed by City staff to prioritize facility needs based upon asset usage, age, condition, predicted useful life and estimated replacement value. Projects completed as a part of this evaluation process included:
  - Concrete Pavement and Sidewalk Replacement at Varied Locations
  - Security System CCTV Camera Replacement and New Installation at Multiple City Facilities
  - Interior Lighting Replacement/Upgrades at Fire Station 3, The Hawk, Parks Maintenance Building, FHGC Pro-Shop & Driving Range, Ice Arena, DPW and Longacre.

- Backup Boiler Installation at Police Station
- City Hall Elevator Retrofit
- Roofing Replacement at the Ice Arena
- ADA Funds were used at the Costick Center to replace entrance doors.
- The DPW completed an interior painting project in the vehicle storage area and adjacent wash bay of the main garage.
- A new fuel island at the City Hall Campus includes installation of a new above-ground tank and dispensers, which will replace the existing fuel island and underground tanks just west of the police station.
- Design of electric charging stations at City Hall Campus

## Police

- The Police Department's property contains emergency infrastructure and equipment critical to providing continuous emergency services. Open access to this area exposes this equipment and infrastructure to sabotage or vandalism, which would render these items and the department ineffective. In addition, the critical areas are currently prohibited for public access by signage only, for security and safety purposes. Access control improvements would be designed to decrease accessibility to these sensitive areas and improve employee safety and infrastructure security. The department is currently participating in a feasibility study to determine how best to design and implement this project.
- During the 21/22 budget year, the police department replaced the body armor for 92 of the 112 sworn members. This body armor had reached the end of the manufacturer's warranties and required replacement. With the hiring of new officers and the warranty expiration of the current officer's body armor, the department was able to replace all the body armor.
- The police department replaced several pieces of inoperable fitness equipment in our fitness room. Five irreparable pieces of cardiovascular equipment were replaced with four new pieces of cardiovascular equipment. Specifically purchased were three new treadmills and a Stairmaster machine. Also replaced cable weights, a leg extension machine, cross-fit weights, a barbell bar, and a new set of kettlebell weights.
- The Police Department created a computer forensic laboratory. This allows investigators to examine and analyze forensic data from electronic devices. This data is critical to modern criminal investigations and the department is now prepared to pursue this investigative option fully. The department purchased office furniture, electronic secure lockers, computer hardware and software. Training and certification were provided for two forensic examiners which will now allow for the expansion of our digital forensics program and retrieval of electronic evidence.
- The police department worked with Central Services to navigate our bid process, to purchase two replacement BMW patrol motorcycles. These motorcycles are utilized for traffic enforcement, parade details, dignitary motorcades, and security details. The replaced motorcycles originally purchased in 2012, were used as trade in value.
- The police department worked with Central Services to navigate the bid process, to add a tactical robot to enhance its operational ability and safety in responding to emergency situations. This

robot will be remote controlled and equipped with three cameras, which provide high-definition real time video to the users and incident commanders. It will also be equipped with a FLIR camera which will allow for visibility in low light and identifying heat sources. The robot has two types of communication capabilities which would allow the operator to speak directly with individuals who may pose a danger to the public without exposing the officer. This robot can climb and maneuver all obstacles. This equipment will be extremely valuable in clearing building and confronting armed or barricaded individuals while providing a increased safety to officers and the public.

## Technology

- The City implemented a Disaster Recovery as a Service (DRaaS) Solution to manage emergency loss of important data.
- The City Implemented a Citizen Problem Solution to assist residents in reporting Geospatial related issues (i.e., tree down, crack in sidewalk, etc.)
- Implemented some Windows 11 upgrades which required replacement of PC's.
- Implemented a new Human Resource Information System Solution to cover the "life cycle" of each employee of the City:
  - Recruitment
  - Applicant tracking
  - Selection
  - On-boarding
  - Training and development
  - Performance reviews
  - Employee profile management
- Implemented a new Time & Attendance System Solution to include all general employees' units as well as advanced scheduling for Police, Fire and Public Works.
- Began implementation of Smart Cities projects including Smart lighting/Poles for Longacre House and Smart signage for City Hall Campus, Founders Sports Park and Heritage Park.
- The multi-year Unified Communications & Networking project continued with projects as listed below:
  - The City replaced all analog CCTV recorders throughout City facilities and a portion of the analog cameras with new IP cameras.
- Updates were made to the audio, video & streaming infrastructure in City Council Chambers and South Conference Room

## Parks and Recreation

- Baseball and soccer field improvements including infield materials, fence repairs, grading, soil and seeding at various baseball and soccer fields.
- Purchased ¾ ton 4 x 4 pickup truck with snowplow.

- Added/replaced signage at parks and facilities.
- Resurfaced Trail near Nature Center at Heritage Park
- Purchased Ford F550 Swap Loader with V Box
- Purchased rough mower for FH Golf Club
- Purchased greens roller for FH Golf Club
- Purchased utility cart for FH Golf Club
- Purchased sprayer for FH Golf Club
- Installed service window at FH Golf Club restaurant
- Installed patio extension at FH Golf Club
- Forestry mowed 4 acres of invasive species buckthorn at Woodland Hills
- Replaced all pool pumps and filters at Costick Center
- Replaced roof at Ice Arena
- Refurbished lobby men's and women's restrooms at Ice Arena
- Replaced refrigeration pumps at Ice Arena
- Replaced roof at Spicer House
- Replaced parking lot lights (13) with LED heads at Hawk
- Replaced concrete pad for North Shelter at Heritage Park
- Replaced concrete pads at Founders North and South concession stands and Pioneer Park
- Replaced DVR's and cameras at Hawk, Costick Center, Parks and Golf Maintenance, Ice Arena, Nature Center, FH Golf Club, Grant Center, and Longacre House
- Completed facility study with Sports Facilities Companies
- Purchased shade system for Hawk
- Purchased sound management systems for Black Box and Heritage Hall at Hawk
- Purchased gym curtain dividers for gym at Hawk
- Purchased Tricaster for Video Division
- Completed Parks and Recreation Master Plan

- Replaced roofs at Founders North and South concession stands, Pioneer Park, and Heritage North Shelter
- Started plan for adaptive playground equipment at Heritage Park
- Repaired portions of the Longacre stone wall along Farmington Rd
- Replaced Hawk Stadium Turf
- Repaired Hawk Stadium track
- Started an Invasive Species Plan within parks system

### **Equipment, Fire**

- Fire Department took delivery of an Aerial Apparatus to replace Ladder 2
- Fire Department awaits delivery of three (3) Stryker Stretcher systems.
- Fire Department awaits delivery of two (2) Squad units.
- Fire Department is in process of replacing Firefighter Turnout Gear.

### **Equipment, DPW**

- Replaced two tandem axle live bottom dump trucks.
- Replace Forestry Truck.
- Purchased Utility Work Machine.
- Replaced Front-End Loader.
- Replaced two Zero-Turn Riding Lawn Mowers.
- Replaced two Brush Chippers.
- Replaced Enclosed Trailer.

### **Fleet & Motor Pool Vehicles**

- Replaced two DPW and one Engineering heavy duty pick-up trucks with snowplows.
- Replaced three fleet vehicles.

### **Drainage**

- Construction of a 17'-foot by 10'-foot single span box culvert for the Minnow Pond Drain crossing of Quaker Valley Road west of Braebury Ridge.

- Construction of a 12' by 6' single span box culvert for a tributary of the Minnow Pond Drain on Quaker Valley Road east of Hunters Ridge.
- Constructed lateral storm sewer on Whitlock Street.
- Constructed lateral storm sewer in Heritage Hills Subdivision (construction Phase 2).
- Preliminary assessment of the Pebblecreek crossing Forestbrook Drive.
- Preliminary assessment of the Minnow Pond Drain crossing Farmington Road.
- Construction of lateral Storm Sewer along Rockridge Street.
- Construction of lateral storm sewer on Shiawassee Avenue (Hawthorne Street to Nine Mile Road).
- Construction of lateral storm sewer on Interchange Court.
- Construction of lateral storm sewer on Fourteen Mile Road, Farmington Road to Orchard Lake Road.

### Sanitary Sewer

- Construction of a 17'-foot by 10'-foot single span box culvert for the Minnow Pond Drain crossing of Quaker Valley Road west of Braebury Ridge.
- Construction of a 12' by 6' single span box culvert for a tributary of the Minnow Pond Drain on Quaker Valley Road east of Hunters Ridge.
- Constructed lateral storm sewer on Whitlock Street.
- Constructed lateral storm sewer in Heritage Hills Subdivision (Construction Phase 2).
- Preliminary assessment of the Pebblecreek crossing Forestbrook Drive.
- Preliminary assessment of the Minnow Pond Drain crossing Farmington Road.
- Construction of lateral storm sewer along Rockridge Street.
- Construction of lateral storm sewer on Shiawassee Avenue (Hawthorne Street to Nine Mile Road).
- Construction of lateral storm sewer on Interchange Court.
- Construction of lateral storm sewer on Fourteen Mile Road, Farmington Road to Orchard Lake Road.

### Water main

- Replaced water main throughout the Kendallwood Subdivision #1.

- Construction of new water main on Thirteen Mile Road between Valley Road and Wellington Road.

## Sidewalks

- Installed sidewalk on the south side of Eleven Mile Road from Hystone Street to Inkster Road.
- Installed sidewalk on the west side of Farmington Road, from north of Twelve Mile Road to Bayberry Road.

## Transportation

- Reconstructed Fourteen Mile Road from Drake Road to Farmington Road.
- Reconstructed Farmington Road from Twelve Mile Road to Thirteen Mile Road.
- Reconstructed Farmington Freeway Industrial Park – Phase 2 of 3
- Design of Farmington Freeway Industrial Park Road reconstruction (Phase 3 of 3)
- Design of Eleven Mile Road reconstruction from Farmington Road to Orchard Lake Road.
- 2022-Local Road Reconstruction Projects.
  - Heritage Hills and Wedgewood Commons (Phase 2 of 5)
  - Chatsworth Road
  - Rockridge Street
- 2022 Local Road Capital Preventative Maintenance Projects (Mill and Overlay Program)
  - Randall Street and River Glen Street
  - Lundy Drive
  - Salvador Street and Ambeth Street from Tuck Road to Dunkirk
- 2022 Local Road Gravel to Pave Conversion.
  - Whitlock Street
  - Salvador Street from western City limits to west of Hugo Street
- Designed 2023 Local Road Reconstruction projects.
- Designed 2023 Local Road Gravel Conversion to Hard Surface Pavement project.

# CIP Summary

The below table summarizes the proposed capital improvement project expenditures by expenditure type as put forward by the various reporting City Departments. The projects included in each expenditure type are itemized by individual project(s), including project costs, in the corresponding charts contained

**CIP SUMMARY TABLE, 2023/2024- 2028/2029**

EXPENDITURE TYPE	TOTAL COST	CITY COST	MAINTENANCE COSTS	City cost figures shown are in thousands of dollars.						FUTURE	# OF PROJECTS
				2023/24	2024/25	2025/26	2026/27	2027/28	2028/29		Projects
Public Facilities	9,515,000	9,515,000	NC	1,710	3,305	1,150	1,150	1,100	1,100	0	8
Police	845,000	580,000	NC	230	540						6
Tech & Comm	8,675,357	8,675,357	400,000	1,775	1,250	1,250	1,250	950	950	1,250	4
Parks & Recreation	41,929,000	41,529,000	470,000	5,498	5,790	5,338	5,162	5,108	2,133	12,500	9
Fire Equipment	5,275,000	5,275,000	NC	895	1,015	885	1,310	1,170			5
DPW Equipment	6,625,000	6,625,000	NC	1,035	995	1,055	1,350	1,130	1,060		6
Fleet Motor Pool Vehicles	1,648,000	1,648,000	NC	249	258	269	279	291	302		6
Drainage	26,155,000	23,940,000	NC	2,220	4,668	4,939	3,811	5,657	2,645		29
Sanitary Sewers	25,914,000	25,914,000	NC	2,500	6,079	6,380	5,200	2,500	3,255		8
Watermains	56,336,000	56,336,000	NC	10,654	10,151	13,601	10,161	3,810	7,959		18
Sidewalks	3,341,000	3,133,000	NC	547	252	615	574	488	657		11
Transportation	139,520,000	133,540,000	NC	26,685	24,165	20,235	19,765	19,835	22,855		18
Local Roads	68,270,000	68,270,000	NC	12,730	12,000	11,600	10,500	10,300	11,140		17
Industrial Commercial Roads	16,380,000	16,380,000	NC	6,000	5,000	800	1,100	1,680	1,800		6
Major Road Capital Preventative Maintenance	7,810,000	7,810,000	NC	2,000	650	920	1,500	840	1,900		7
<b>TOTALS:</b>	<b>\$418,238,357</b>	<b>\$409,170,357</b>	<b>\$870,000</b>	<b>\$74,728</b>	<b>\$76,118</b>	<b>\$69,037</b>	<b>\$63,112</b>	<b>\$54,859</b>	<b>\$57,756</b>	<b>\$13,750</b>	<b>158</b>

Below shows total expenditures from present and past years for totals from departments participating.





# PUBLIC FACILITIES

Adequate building space is required to both maintain the City's existing services and to provide for critical new services. This portion of the CIP addresses the need for buildings and improvements in the following areas: Fire, Police, DPW, Special Services and City Hall. All involve improvements to existing facilities, the construction of new facilities and the purchase and maintenance of equipment, in an attempt to maintain and improve the current level of service.

## PROPOSED PUBLIC FACILITY PROJECTS

### 1. City-Wide Facilities Improvements

To better plan for capital expenditures, a comprehensive facility's condition assessment was completed at 32 City buildings. Accruent was hired to objectively evaluate each building's assets based upon usage, age, condition, predicted useful life and estimated replacement value. This information was entered into a database which was used to analyze and report any major repairs, upgrades and replacements which are anticipated to occur within the next 5 years. A committee made of up of City staff members from multiple departments reviewed the detailed report and helped create a list of specific requirements used to prioritize the list of projects. The prioritization was based up on several factors such as Facility Condition Index (FCI), type of system, reason for repair/replacement, impact on occupants, and contributions to water and energy savings. Based upon the prioritization, the following projects are proposed for FY-2023/2024.

- Concrete Pavement and Sidewalk Replacement at Varied Locations
- Security System CCTV Camera Replacement and New Installation at Varied Locations
- Automated Transfer Switch Replacement at Police Station
- Roof Replacement at Police Station
- Automated Gate Installation at Parks and Golf Maintenance Building

### 2. Barrier Free (ADA) Improvements

The City conducted a survey of architectural barriers in its buildings, facilities, and parks in the spring and summer of 2008. The survey identified physical barriers in City buildings, facilities, and parks built prior to 1992 based on Michigan Barrier Free Design standards. Recognizing that the City has limited funds and cannot immediately make all buildings, facilities, and parks fully accessible, the City has prioritized barriers based on the level of impact on a person's ability to access City facilities and/or programs.

3. **Electric Vehicle (EV) Charging Stations**

Installation of electric vehicle (EV) charging stations at multiple City facilities.

4. **Fire Station Improvements**

The Fire Department is currently working on plans for the Training space at the Hawk Community Center. Currently there are no immediate needs for Fire Station Improvements.

5. **Courthouse Parking Lot**

Reconstruction/rehabilitation of the courthouse parking lots.

6. **Citygate Signage on Orchard Lake Road Bridge Over I-696**

Installation of a Citygate sign on the Orchard Lake Road overpass over the I-696 expressway.

7. **DPW Liquid Fill Point Upgrades**

A more reliable and dependent system to support liquid deicing and dust control. These upgrades will replace the current 3 existing fill points, which have reached the end of their useful life.

8. **West Parking Lot of City Hall Campus**

Reconstruction/rehabilitation of the far west parking lot of the City Hall campus, located west of the Police Department's parking lot.

**PUBLIC FACILITIES**

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.						
						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE
1	City Wide Facilities Improvements	6,000,000	6,000,000	NC	100% City	1,000 CF	1,000 CF	1,000 CF	1,000 CF	1,000 CF	1,000 CF	
2	Barrier Free (ADA) Improvements	150,000	150,000	NC	100% City	25 CF	25 CF	25 CF	25 CF	25 CF	25 CF	
3	Electric Vehicle (EV) Charging Stations	450,000	450,000	NC	100% City	75 CF	75 CF	75 CF	75 CF	75 CF	75 CF	
4	Fire Station Improvements	200,000	200,000	NC	100% City	50 CF	50 CF	50 CF	50 CF			
5	Courthouse Parking Lot	405,000	405,000	NC	100% City		405 CF					
6	Citygate Signage on Orchard Lake Road Bridge Over I-696	1,750,000	1,750,000	NC	100% City		1,750 CF					
7	DPW Liquid Fill Point Upgrades	150,000	150,000	NC	100% City	150 CF						
8	West Parking Lot of City Hall Campus	410,000	410,000	NC	100% City	410 CF						
<b>TOTAL:</b>		<b>\$9,515,000</b>	<b>\$9,515,000</b>	<b>NC</b>		<b>1710</b>	<b>3305</b>	<b>1150</b>	<b>1150</b>	<b>1100</b>	<b>1100</b>	<b>0</b>

CF: Capital Fund  
 NC: No Change

\* This chart shows the identified public structures and improvements in the general order of their priority.

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# POLICE

## PROPOSED POLICE PROGRAMS AND EQUIPMENT

### 1. UAVs (Drone) Replacement

The current police department drones are five years old and are experiencing numerous mechanical and electrical failures. Drones are technology driven and have become quickly antiquated. Additionally, the current drones require substantial assembly before and disassembly after each flight. This slows the operator's ability to rapidly deploy the drone and contributes to mechanical failures. These technological, operational, and mechanical failures inhibit the ability to rapidly deploy this resource when searching for missing or wanted people. Drone technology continues to evolve, and this requested replacement equipment will address the current equipment challenges and the improve the department's emergency response and investigative capabilities. The estimated total cost for this project is \$40,000

### 2. Building Maintenance Improvement and Repairs

The police department building requires maintenance in various areas of the building. Work area updates were last conducted 14 years ago by installing a new carpet in the Operations Bureau. Numerous areas of the department display carpet that is worn and stained beyond cleaning. In other places, paint is chipped off the walls and discolored due to wear. Numerous ceiling tiles are broken, and many of them require replacement due to staining from water leaks. Several private offices have seen an increase in the turnover of personnel occupying them, and there is damage to walls: many areas, especially those open to the public, need drywall patching and repainting. The tiled floors need professional cleaning due to a grime buildup, especially in the public and high traffic areas. The estimated total cost for this project is \$55,000.

### 3. Mobile Command Post

The Police Department's current Mobile Command Post Vehicle has been in service for 23-years and needs replacement. Mechanical and operational system failures have made the existing unit unfit for roadway travel. The Mobile Command Post Vehicle's technology has become outdated, and the current implementation of the Incident Command System requires more space for personnel than the existing vehicle can provide. A new Mobile Command Post Vehicle would offer mechanical reliability, updated technologies, and more space for personnel when Incident Command is utilized, increasing the effectiveness and versatility of the Mobile Command Post Vehicle. The estimated total for this project is \$350,000.

4. **Ballistic Helmets**

Recently, the Department has outfitted every patrol vehicle with a rifle plate carrier, quick litter, and additional emergency equipment to prepare for high-risk events. The Department is seeking to add a ballistic helmet to increase the safety and capability of responding officers. Outdated, military surplus ballistic helmets are currently stored in each of the Command Vehicles. This current practice forces officers to wait for this life saving equipment to arrive and then alter the equipment's sizing apparatus or make entry without the equipment. The Department seeks to issue size specific ballistic helmets to each Officer to increase safety and timeliness in the event of a critical incident. The estimated total cost for this project is \$50,000.

5. **Patrol Rifles**

Currently, the Department maintains 38 patrol rifles that are at the end of their service life. This is the second generation of patrol rifles since the program was implemented in 2005. Replacing rifles with the latest technology is the optimum course of action. The most cost-effective method for replacement is a hybrid "officer buy-back" program, where the agency initially purchases the rifles, owning a set number of rifles for agency use and allowing officers to purchase their specific rifles. Officers would reimburse the city in 26 equal payments for one year via payroll deduction. The estimated initial cost for this project is \$350,000.00. After the trade-in of current rifles and the buyback program, the total estimated cost for the department is approximately \$85,000.



**POLICE PROGRAMS AND EQUIPMENT**

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.							
						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE	
1	UAVs System Replacement	40,000	40,000	NC	100% City	40 CF							
2	Building Improvement & Repairs	55,000	55,000	NC	100% City	55 CF							
3	Mobile Command Post Vehicle	350,000	350,000	NC	100% City		350 CF						
4	Ballistic Helmets	50,000	50,000	NC	100% City	50 CF							
6 *	Patrol Rifle System *	350,000	85,000	NC	100% City	85 CF							
<b>TOTAL:</b>		<b>\$845,000</b>	<b>\$580,000</b>	<b>NC</b>		<b>230</b>	<b>350</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

CF: Capital Fund  
 NC: No Change  
 (\*City buy back program)

\* This chart shows the identified public structures and improvements in the general order of their priority.

Revised: 3-16-2023

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# TECHNOLOGY

Adequate building space is required to both maintain the City's existing services and to provide for critical new services. This portion of the CIP addresses the need for buildings and improvements in the following areas: Fire, Police, and City Hall. All involve improvements to existing facilities, the construction of new facilities and the purchase and maintenance of equipment, in an attempt to maintain and improve the current level of service.

## PROPOSED TECHNOLOGY PROJECTS

### 1. City-Wide Technology

Information Technology provides technical support and maintenance of information systems, telecommunications systems, and Geographic Information Systems (GIS). Various enterprise-wide software applications have been installed including land file, geographical information systems, recreation registration, financial management, document imaging and the creation of a city website and employee intranet.

During Fiscal Year 2023/2024 the following projects are proposed

- Personal Computer & Notebook replacements for 300+ end users to accommodate Windows 11.
- Continued Implementation of Virtual Desktop & VPN functionality for various departments.
- Infrastructure and software enhancements to support various departmental initiatives.
- Continued upgrades to the network security infrastructure.
- Continued Implementation of Windows 11 upgrades.
- Add Uninterruptable Power Supplies (UPS) to multiple, essential PC's throughout the City.
- Replace the City's outdated Enterprise Resource and Planning software (General Ledger, Accounts Payable, Payroll, Human Resources, Purchasing, etc.) with a new software package that also includes enhanced functionality to replace current outmoded and manual processes, including:
  - Budgeting and Fiscal Planning
  - Financial Reporting
  - Business Intelligence/Analytics
  - Performance Management
  - Project Management

All of the recommended upgrades in functionality are currently managed using outdated and manually intensive spreadsheets, Word documents, and paper.

### 2. Unified Communications & Smart Cites Projects

Unified communications (UC) are a framework for integrating various asynchronous and real-time communication tools, with the goal of enhancing business communication, collaboration and productivity. Unified communications do not represent a singular technology; rather, it describes an interconnected system of

enterprise communication devices and applications that can be used in concert. To better address all of the City's needs appropriate systems will be planned & implemented as part of an integrated program.

A Smart City is a technologically modern area that uses different types of electronic methods, voice activation methods and sensors to collect specific data. Information gained from that data are used to manage assets, resources, and services efficiently; in return, that data is used to improve the operations across the City. The smart city concept integrates information and communication technology (ICT), and various physical devices connected to the IoT (Internet of things) network to optimize the efficiency of City operations and services and connect to citizens.

During Fiscal Year 2023/2024 the following projects are proposed

- **Video Surveillance Equipment**



The City of Farmington Hills faces the challenge of reassuring residents, visitors, and employees that safety on City property is a priority. This is accomplished by preventing and minimizing potential threats. These include vandalism, burglary, and all other forms of crime. Security in common areas like parks and City buildings has become of vital importance and video surveillance is a critical tool needed to secure City sites. As completed systems are designed to work in conjunction with other solutions on a unified platform. To successfully implement this program capital investment of \$250,000 is requested for fiscal year 2023/2024 and \$250,000 per year is requested for, 2025/26, 2026/27 & 2027/28.

- **Smart Cities Projects**

Ongoing projects will include collecting data from devices, buildings and assets that will then be processed and analyzed to monitor and manage traffic and transportation systems, utilities, water supply networks, waste, crime detection, information systems and other community service. To successfully implement this program capital investment \$350,000 is requested for fiscal year 2023/2024 and \$350,000 per year is requested for 2024/25, 2025/26, 2026/27, 2027/28 & 2028/2029.

### **3. Police and Fire Departments Complete Radio System Replacement**

The police and fire radio system are reaching end-of-life and will be replaced by Oakland County. The County has developed financial plans to ensure funding availability; however, it is unclear if funding assistance will occur. Therefore, it is the responsibility of each Public Safety Answering Point (PSAP) to plan for funding responsibilities for the project. In 2022/23 \$174,643.20 was spent to replace a portion of the radio systems. \$75,356.80 has been requested for the 2023/24 budget to prepare for the final purchases necessary for the PD/County – Wide Radio Project.

### **4. ERP/Financial Software**

- Implementation of the new Core ERP system (GL, Budgeting, PR, AP, HR, Purchasing, Capital Assets Solution; \$700k up front, \$100k annual maintenance)
- A new Financial Reporting, Performance Management, and Transparency software like OpenGov, Qwestica, Socrata.... (\$100k annual lease)

**TECHNO**

**TECHNOLOGY**

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.						
						2023/24	2024/25	2025/26	2026/27	2027/2028	2028/29	FUTURE
1	City-Wide Technology	2,450,000	2,450,000	60,000 AC	100% City	350 CF	350 CF	350 CF	350 CF	350 CF	350 CF	350 CF
2	Unified Communications & Smart Cities Projects	4,200,000	4,200,000	40,000 AC	100% City	600 CF	600 CF	600 CF	600 CF	600 CF	600 CF	600 CF
3	Police and Fire Departments Complete Radio System Replacement, beginning 2021/2022	75,357	75,357	NC	100% City	75 CF						
4	ERP/Financial Software	1,950,000	1,950,000	300,000 AC	100% City	750 CF	300 CF	300 CF	300 CF			300 CF
	<b>TOTAL:</b>	<b>\$6,725,357</b>	<b>\$6,725,357</b>			<b>1,775</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>950</b>	<b>950</b>	<b>1,250</b>

CF: Capital Fund  
AC: Annual Cost  
NC: No Change

\* This chart shows the identified public structures and improvements in the general order of their priority.

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# PARKS & RECREATION

The Parks and Recreation section of the CIP has been developed by extracting the action plan from the City's 2014 & 2019 Parks and Recreation Master Plans as well as adding the funding available in the Parks Millage approved by the voters in August 2018.

The Parks and Recreation Master Plan is required to be prepared in accordance with the Michigan Department of Natural Resources' guidelines. This plan includes a comprehensive review of existing recreation services and facilities, an assessment of city-wide recreation opportunities and deficiencies, and identification of long-term recreation goals.

## **PROPOSED PARKS AND RECREATION PROJECTS**

### **1. The HAWK Updates - \$16,000,000 (over 5 years)**

The Accruent Study performed for this facility indicated over \$16,000,000 in repairs/replacements over the next five (5) years with almost **(1b.)** \$7,000,000 of those requirements on the 3<sup>rd</sup> floor. FHSS Staff have identified just under \$7,000,000 in priority improvements. Renovation of the athletics facilities and third floor for recreational use, community partnerships, general programs, and special event use. Plan includes 145,000 square ft. third floor amenities with revenue return from partnerships. Also includes upgrades to remaining HVAC and renovation of the artificial turf practice fields and outbuildings which require updates to utilize without hazard.

- Additional HAWK items not in Accruent Study
  - Gym Floor Resurfacing and Striping (\$30,000) Note: seeking \$30,000 Grant from Oakland County
- HAWK priority items as identified in the Accruent Study
  - Replace Air Handling Unit serving the Theatre (AHU-10) (\$100,000)
  - Replace Air Handling Unit serving Harrison Hall (AHU-17) (\$50,000)
  - Replace Air Handling Unit serving Dance Studio, 2D/3D Art (AHU-23) (\$100,000)
  - Replace Air Handling Unit serving Blackbox, Offices, Lesson Rooms, Lesson Studio, and Scene Shop (AHU-24) (\$100,000)
  - Replace Air Handling Unit serving Performance Studio, Offices, and Makerspace Upper Level (AHU-25) (\$100,000)

**2. 2023/2024 Vehicles, Equipment and Infrastructure (\$1,148,000)**

Vehicles and Equipment

- Parks **(\$218,000)**
  - Truck (2), ¾ Ton 4WD Pickup w/Plow (\$94,000).
  - Mower, Utility 60" ZTR (\$14,000).
  - Rough Mower (\$70,000).
  - Cart, Utility Vehicle w/plow for City Hall (\$25,000)
  - Cart for Park Maintenance (\$15,000).
  
- Golf **(\$100,000)**
  - Triplex Mowers (2) (\$70,000).
  - Carts (2) for Turf Maintenance (\$30,000).

Infrastructure

- Parks **(\$130,000)**
  - Trail and Wayfinding Signs (\$40,000).
  - Playground Equipment (\$25,000).
  - Riley Skate Park Repairs (\$20,000)
  - Founders Park Baseball Field Improvements (Infield and fence repairs, grading) (\$45,000)
  
- (2b.) Parks **(\$350,000 City, \$350,000 DNR Grant = \$700,000)**
  - Heritage Park Adaptive Playground (\$700,000) Note: seeking \$350,000 Grant from DNR.)

**3. 2024/25 Vehicles, Equipment and Infrastructure (\$1,090,000)**

Vehicles and Equipment

- Parks **(\$290,000)**
  - Truck (1), ¾ Ton 4WD Pickup w/Plow (\$50,000).
  - Ford F550 Swap Loader with V Box (\$125,000).
  - Mower, Utility 60" ZTR (\$15,000).
  - Tractor, Utility (\$75,000)
  - Utility Cart for Park Maintenance (\$25,000).
  
- Golf **(\$490,000)**
  - Utility Carts (2) for Turf Maintenance (\$20,000).
  - Golf Cart Fleet with Lithium Batteries (\$400,000).
  - G Air Handling Unit Serving the Theatre Mowers (2) (\$70,000).

Infrastructure

- Golf **(\$250,000)**
  - Asphalt cart path resurfacing (\$250,000)
  
- Parks **(\$60,000)**
  - Heritage restroom improvements (\$60,000).

#### 4. 2025/2026 Vehicles, Equipment and Infrastructure (\$638,000)

##### Vehicles and Equipment

- Parks **(\$133,000)**
  - Truck, ¾ Ton 4WD Pickup w/Plow (\$39,000).
  - Mower, Utility 60" ZTR (\$14,000).
  - Sewer Repairs, P&G (\$30,000).
  - ABI Force Groomer (\$50,000).
- Golf **(\$105,000)**
  - Mower, Sidewinder Rotary (\$45,000).
  - Mower, Wide Area (\$60,000).

##### Infrastructure

- Ice Arena **(\$150,000)**
  - Rubber Flooring (\$150,000)
- Golf **(\$250,000)**
  - Asphalt cart path resurfacing (\$250,000)

#### 5. 2026/2027 Vehicles, Equipment and Infrastructure (\$462,000)

##### Vehicles and Equipment

- Parks **(\$147,000)**
  - Truck, Canyon (2) (\$80,000)
  - Walk Behind 48" (\$7,000)
  - Cart, Utility (\$25,000)
  - Tractor, Utility 35-60 HP (\$35,000)

##### Infrastructure (\$315,000)

- Trail updates at Heritage Park (\$50,000)
- Trail updates at Woodland Hills (\$10,000)
- Spicer House Renovations (\$125,000)
- Disc Golf Course tee pads (\$10,000)
- Riley Skate Park concrete repairs (\$20,000)
- Founders Sports Baseball Dugouts (\$100,000)

#### 6. 2027/2028 Vehicles, Equipment and Infrastructure (\$408,000)

##### Vehicles and Equipment

- Parks **(\$153,000)**
  - Truck, Canyon (\$30,000)
  - Truck, ¾ Ton 4WD Pickup w/Plow (\$39,000).
  - Mower (\$14,000).
  - Mower (\$70,000).
- Golf **(\$50,000)**
  - Mower (\$50,000).

##### Infrastructure

- Parks **(\$205,000)**
  - Site Security and Life Safety in Parks- (\$40,000)

- Trails and Wayfinding (\$40,000).
- Playground Equipment (\$125,000).

**7. 2028/2029 Vehicles, Equipment and Infrastructure (\$633,000)**

Vehicles and Equipment

- Parks **(\$88,000)**
  - Truck, ¾ Ton 4WD Pickup w/Plow (\$39,000).
  - Mower, Utility 60" ZTR (\$14,000).
  - Tractor, Utility 35-60 HP (\$35,000).
- Golf **(\$225,000)**
  - Rough Mower (\$70,000)
  - Triplex Mowers (2) (\$70,000).
  - Utility Carts (2) for Turf Maintenance (\$25,000).
  - Sprayer (\$60,000)
- Infrastructure **(\$320,000)**
  - Trail and Wayfinding Signs (\$40,000)
  - Longacre Wall Repair (\$100,000)
  - Playground Equipment (\$25,000)
  - Site Security and Life Safety in Parks- (\$40,000)
  - Roof Replacements (\$50,000)
  - Concrete replacement (\$30,000)
  - Master Plan per Department of Natural Resources (\$35,000)

**8. Acquisition of Park Land \$1,500,000**

Various parcels of land could be purchased for parks and/or recreation opportunities, particularly in the northwest and southeast quadrants of the City.

**9. Costick Center/Senior Center \$20,000,000**

Future renovation of Costick Center to create Adults 50 & Better focused facility. The Accruent Study performed for this facility indicated over \$20,000,000 in repairs/replacements over the next five (5) years. FHSS Staff have identified just under \$9,000,000 in priority improvements.



**PARKS & RECREATION**

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.					FUTURE	
						2023/24	2024/25	2025/26	2026/27	2027/2028		2028/29
1	The Hawk, 1st & 2nd floors	9,000,000	9,000,000	315,000 AC	100% City	1,800 CF	1,800 CF	1,800 CF	1,800 CF	1,800 CF		
1b.	The Hawk, 3rd floor	7,000,000	7,000,000	NC	100% City	1,400 CF	1,400 CF	1,400 CF	1,400 CF			
2b.	Heritage Park Adaptive Playground	700,000	350,000	NC	50% City 50% Grant	350 CF						
2 - 7	Parks Vehicles, Equipment	1,029,000	1,029,000	NC	100% City	218 CF	290 CF	133 CF	147 CF	153 CF	88 CF	
2 - 7	Golf Vehicles, Equipment	970,000	970,000	NC	100% City	100 CF	490 CF	105 CF		50 CF	225 CF	
2 - 7	Parks Infrastructure	1,030,000	1,030,000	NC	100% City	130 CF	60 CF	CF	315 CF	205 CF	320 CF	
2 - 7	Golf & Ice Arena Infrastructure	650,000	650,000	NC	100% City		250 CF	400 CF				
8	Acquisition of Park Land	1,500,000	1,500,000	NC	100% City							1,500 CF
9	Costick Center	20,000,000	20,000,000	155,000 AC	100% City	1,500 CF	1,500 CF	1,500 CF	1,500 CF	1,500 CF	1,500 CF	11,000 CF
<b>TOTAL:</b>						<b>5,498</b>	<b>5,790</b>	<b>5,338</b>	<b>5,162</b>	<b>5,108</b>	<b>2,133</b>	<b>12,500</b>

NC: No Change  
CF: Capital Fund  
AC: Annual Cost

\* This chart shows the identified public structures and improvements in the general order of their priority.

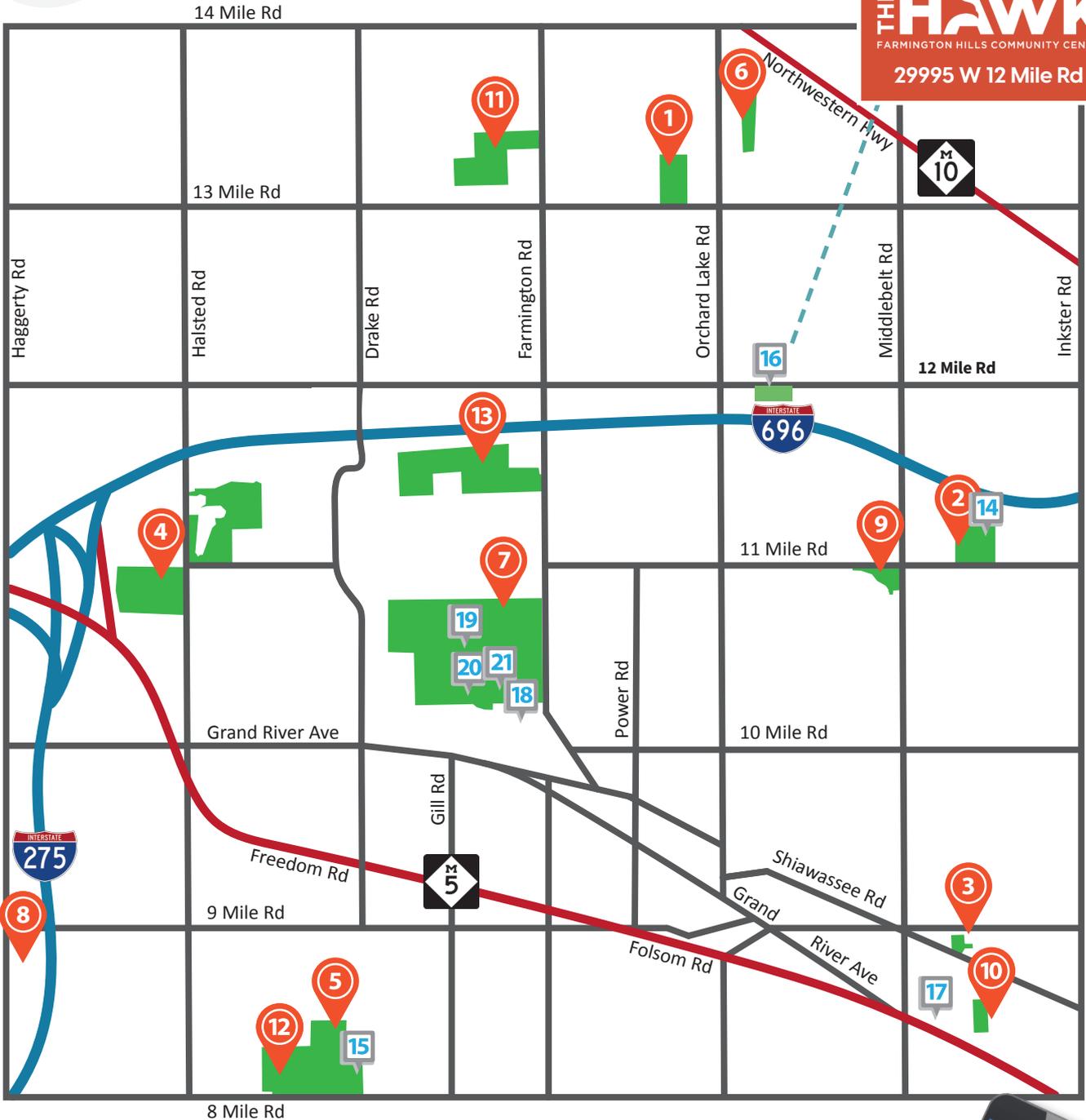
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# PARKS & FACILITIES

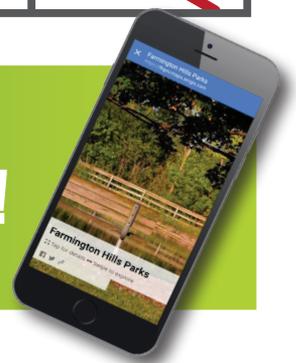
**THE HAWK**  
FARMINGTON HILLS COMMUNITY CENTER  
29995 W 12 Mile Rd



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# PARKS

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- 1 Bond Field**  
**31500 13 Mile Rd**  
1.7 acre park with two youth baseball fields
- 2 Costick Fields**  
**28600 W 11 Mile Rd**  
Large green space in front of Costick Activities Center with three soccer fields and a 0.5 mile walking path.
- 3 William Grace Dog Park**  
**29040 Shiawassee Rd**  
4-acre dog park divided into two areas - one for large dogs and one for smaller dogs up to 22 lbs. The dog park is open year-round, has benches and water for your dogs.
- 4 Farmington Hills Golf Club**  
**37777 11 Mile Court**  
175-acre, 18-hole golf course, open April through November, weather permitting. The driving range has 32 stations, tees and two practice greens. A full service pro shop and restaurant are open to the public.
- 5 Founders Sports Park**  
**35500 8 Mile Rd**  
101-acre park with six soccer fields, a nine hole disc golf course, eight baseball/softball fields, four sand volleyball courts, two half-court basketball courts, one bocce ball court, and a fishing pier. Also home to Farmington Hills Ice Arena and Riley Skate Park.
- 6 Harmon Oaks Park**  
**28000 Greening Rd**  
Small nature preserve with mature hardwoods and wildflowers.
- 7 Heritage Park**  
**24915 Farmington Rd**  
211-acre park with 4.5 miles of hiking trails. Amenities include picnic shelters, playground, sand volleyball courts, horseshoe pits, and grills. Also home to the Spicer House, Nature Center, Stables Art Studio, Amphitheater, History Center, Splash Pad, and Riley Archery Range. Shelters are available on a first-come basis, but may be reserved in advance.

- 8 Hills 275 Trailhead**  
**22100 Haggerty Rd**  
Bordering the I-275 Metro Trail, this is the first official trailhead off a Federal Highway in the State of Michigan. Hills 275 Trailhead provides dedicated parking that allows residents and guests to enjoy a safe, accessible entry point to the I-275 Metro Trail to bike and hike. The trailhead features green space, an informational kiosk, bike repair station, water bottle filler station, and work from local artists.
- 9 Memorial Park**  
**Located at 11 Mile & Middlebelt Rds**  
Memorial Park provides residents with a place to peacefully reflect and recognize friends and family members who have passed away.
- 10 Olde Town Park**  
**Corner of Independence & Waldron**  
3.7-acre neighborhood park featuring a shelter, in-line skating/ice hockey rink, two tennis courts, picnic tables, grills, and a playground.
- 11 Pioneer Park**  
**29885 Farmington Rd**  
Four athletic fields: In summer, two baseball and two soccer fields. In fall, four soccer fields. Comfort station and refreshment stand also available.
- 12 Riley Skate Park**  
**35500 W. 8 Mile Rd**  
Located in Founders Sports Park. This 29,000 square foot all-concrete park is the area's FREE premiere hotspot for skateboarders and in-line skaters.
- 13 Woodland Hills**  
**26655 Farmington Rd**  
74-acre nature park with 1.7 miles of hiking trails. Meadows, a hardwood forest, a pond, a river, and creek are all part of its natural wonders.

# FACILITIES

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- 14 Costick Activities Center**  
**28600 W 11 Mile Rd**  
67,000 square foot multipurpose facility on 28 acres. Home of the Center for Active Adults. Amenities include: swimming pool, gymnasium, stage, meeting and banquet rooms.

- 15 Farmington Hills Ice Arena**  
**35500 W. 8 Mile Rd**  
Located inside Founders Sports Park, the 70,000 square foot Ice Arena has two ice surfaces and a total seating capacity of 1,200 people. The facility hosts youth and adult hockey, public skating, Learn-to-Skate programs, and figure skating.
- 16 The Hawk - Farmington Hills Community Center**  
**29995 W 12 Mile Rd**  
Formerly Harrison High School, the new 245,000 square foot multipurpose community center and 42-acre park will provide a hub for residents and guests of all ages, interests and abilities to enjoy drama, music, visual and performing arts, aquatics, athletics, fitness and wellness, along with many other programs, classes, camps and events.
- 17 Jon Grant Community Center**  
**29260 Grand River Ave**  
Attached to Farmington Hills Fire Station #3. Facility hosts classes, programs, and rental space for parties and events.
- 18 Longacre House**  
**24705 Farmington Rd**  
[www.longacrehouse.org](http://www.longacrehouse.org)  
Historic event space for weddings, themed parties, receptions, business meetings, banquets and social gatherings. Also used by many Special Services programs.
- 19 Nature Center**  
**24915 Farmington Rd**  
Located in Heritage Park, this 2,325 square foot nature facility offers interpretive exhibits, including a life-sized tree and animal home exhibit, a bird viewing area, native fish aquariums, a library and a hands-on learning station for kids.
- 20 Riley Archery Range**  
**24915 Farmington Rd**  
This unique open air (indoor/outdoor) archery range offers eight shooting lanes with shooting distances of 10-30 yards, providing programs for people of all ages and abilities.
- 21 Stables Art Studio**  
**24915 Farmington Rd**  
Spacious art studio in historic setting hosts classes, camps & workshops.

# EQUIPMENT

## **FIRE APPARATUS PURCHASES**

The Fire Department utilizes a combination of full-time and call-back personnel to provide Advanced Life Support (ALS), rescue and fire suppression services out of five fire stations located strategically throughout the City.

The DPW maintenance staff continues to provide vital input on the replacement of our fleet vehicles based on their experience and maintenance records. This advice is reflected in the schedule given below for the replacement of those vehicles listed by year.

The fire department rotates its vehicles based on use. -Acquisition of new apparatus is assigned to a station based on usage and consultation with DPW. The older vehicle is rotated to one of the other stations. This has proven very beneficial to extend vehicle life.

## **PROPOSED FIRE APPARATUS PURCHASES**

### **1. 2023/2024 Fire Equipment and Apparatus**

- Purchase replacement Squad (\$360,000).
- Purchase replacement Squad (\$360,000).
- Purchase one (1) utility vehicle to replace fleet vehicle (\$65,000).
- Purchase of Turnout gear and equipment (\$40,000).
- Purchase Ballistic Protection and equipment (\$70,000).

### **2. 2024/2025 Fire Equipment and Apparatus**

- Purchase replacement Engine (\$950,000).
- Purchase one (1) utility vehicle to replace fleet vehicle (\$65,000).

### **3. 2025/2026 Fire Equipment and Apparatus**

- Purchase replacement Squad (\$360,000).
- Purchase replacement Squad 360,000).
- Purchase one (1) utility vehicle to replace fleet vehicle (\$65,000).
- Replacement Battalion Chief Vehicle (\$100,000).

### **4. 2026/2027 Fire Equipment and Apparatus**

- Purchase replacement Squad (\$360,000).
- Purchase replacement Engine (\$950,000).

5. **2027/2028 Fire Equipment and Apparatus**

- Purchase replacement Squad (\$360,000).
- Purchase replacement Squad (\$360,000).
- Purchase replacement Turnout Gear (\$450,000).



**FIRE EQUIPMENT**

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.						
						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE
1	2023/2024 Fire Equipment and Apparatus	895,000	895,000	NC	100% City	895 CF						
2	2024/2025 Fire Equipment and Apparatus	1,015,000	1,015,000	NC	100% City		1,015 CF					
3	2025/2026 Fire Equipment and Apparatus	885,000	885,000	NC	100% City			885 CF				
4	2026/2027 Fire Equipment and Apparatus	1,310,000	1,310,000	NC	100% City				1,310 CF			
5	2027/2028 Fire Equipment and Apparatus	1,170,000	1,170,000	NC	100% City					1,170 CF		
<b>TOTAL:</b>		<b>\$5,275,000</b>	<b>\$5,275,000</b>	<b>NC</b>		<b>895</b>	<b>1,015</b>	<b>885</b>	<b>1,310</b>	<b>1,170</b>		

NC: No Change

CF: Capital Fund

\* This chart shows the identified public structures and improvements in the general order of their priority.

Revised: 3-16-2023

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# DIVISION OF PUBLIC WORKS (DPW) EQUIPMENT PURCHASES

At the end of the service life of heavy equipment there is a specific salvage value and a cost of replacement for that piece of equipment. Because of the expense of major equipment purchases for the DPW, a continuous provision must be made from year to year to replace worn out and unserviceable equipment. The items contained in this plan have an individual value of a minimum of \$25,000. This does not include any equipment purchases that are part of the normal operating budget.

## PROPOSED DPW EQUIPMENT PURCHASES

### 1. 2023/2024 Equipment

- Two 5-Yard Swap Loader Dump Trucks (Chassis only)– Replacements (\$280,000 each, Total \$560,000)
- Refurbish Existing Equipment (\$50,000)
- Vacuum Street Sweeper-Replacement (\$375,000)
- Sidewalk snow removal equipment (\$50,000)

### 2. 2024/2025 Equipment

- 10-Yard Dump Truck – Replacement (\$300,000)
- Refurbish Existing Equipment (\$50,000)
- Rubber Tire Excavator – Replacement (\$645,000)

### 3. 2025/2026 Equipment

- 5-Yard Dump Truck – Replacement (\$300,000)
- 10-Yard Dump Truck – Replacement (\$310,000)
- Refurbish Existing Equipment (\$50,000)
- Roadside Mowing Tractor – Replacement (\$185,000)
- 3-Yard Truck – Replacement (\$210,000)

### 4. 2026/2027 Equipment

- Refurbish Existing Equipment (\$50,000)
- Sign Installation Truck – Replacement (\$265,000)
- Rubber Tire Backhoe – Replacement (\$400,000)
- Road Grader – Replacement (\$390,000)
- Sewer Camera & Van – Replacement (\$245,000)

### 5. 2027/2028 Equipment

- Mechanical Street Sweeper – Replacement (\$445,000)
- Refurbish Existing Equipment – (\$50,000)
- Sewer Vacuum Truck – Replacement (\$635,000)

6. 2028/2029 Equipment

- Two 10 Yard Dump Trucks – Replacements (\$430,000 each, total \$860,000)
- Forestry Chipper – Replacement (\$60,000)
- Forklift – Replacement (\$90,000)



**DPW EQUIPMENT**

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.							
						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE	
1	2023/2024- DPW Equipment	1,035,000	1,035,000	NC	100% City	1,035 CF							
2	2024/2025 DPW Equipment	995,000	995,000	NC	100% City		995 CF						
3	2025/2026 DPW Equipment	1,055,000	1,055,000	NC	100% City			1,055 CF					
4	2026/2027 DPW Equipment	1,350,000	1,350,000	NC	100% City				1,350 CF				
5	2027/2028 DPW Equipment	1,130,000	1,130,000	NC	100% City					1,130 CF			
6	2028/2029 DPW Equipment	1,060,000	1,060,000	NC	100% City						1,060 CF		
	<b>TOTAL:</b>	<b>6,625,000</b>	<b>6,625,000</b>			<b>1,035</b>	<b>995</b>	<b>1,055</b>	<b>1,350</b>	<b>1,130</b>	<b>1,060</b>	<b>0</b>	

CF: Capital Fund  
 NC: No Change

\* This chart shows the identified public structures and improvements in the general order of their priority.

Revised: 3-16-2023

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# FLEET & MOTOR POOL VEHICLES

The City maintains a vehicle fleet of over seventy-five (75) vehicles for use for cleanup snow plowing, construction and building inspections, everyday travels around the City and for travel to training, and meetings outside of the City. These vehicles are critical to the daily operations of the City. Some of these are assigned directly to departments and personnel, identified as Fleet Vehicles, and others from the Motor Pool for use by all staff not having an assigned fleet vehicle. This section of the CIP addresses the replacement of those vehicles based on the maintenance records and down time. The vehicles represented in this category do not include Fire Department, Police Department, and the Parks Division vehicles nor the heavy equipment and dump trucks in the Division of Public Works.

## PROPOSED FLEET & MOTOR POOL VEHICLE PURCHASES

### 1. 2023/2024 Vehicles

- 3-Fleet and Pool Vehicles – Replacement (\$95,000)
- 3 Pickup Trucks and Plows – Pub Services, Road Maintenance. & Engineering.  
(3 at \$51,200, Total \$153,600)

### 2.. 2024/2025 Vehicles

- 3-Fleet and Pool Vehicles – Replacement (\$98,800)
- 3 Pickup Trucks and Plows – Pub Services, Road Maintenance & Engineering.  
(3 at \$53,200, Total \$159,600)

### 3. 2025/2026 Vehicles

- 3-Fleet and Pool Vehicles – Replacement (\$102,700)
- 3 Pickup Trucks and Plows – Pub Services, Road Maintenance & Engineering.  
(3 at \$55,300, Total \$165,900)

### 4. 2026/2027 Vehicles

- 3-Fleet and Pool Vehicles – Replacement (\$106,800)
- 3 Pickup Trucks and Plows – Pub Services, Road Maintenance. & Engineering.  
(3 at \$57,500, Total \$172,500)

### 5. 2027/2028 Vehicles

- 3-Fleet and Pool Vehicles – Replacement (\$111,100)
- 3 Pickup Trucks and Plows – Pub Services, Road Maintenance. & Engineering.  
(3 at \$59,800, Total \$179,400)

### 6. 2028/2029 Vehicles

- 3-Fleet and Pool Vehicles – Replacement (\$115,500)
- 3 Pickup Trucks and Plows – Public Services, Road Maintenance. & Engineering.  
(3 at \$62,100, Total \$186,300)

**FLEET & MOTOR POOL VEHICLES**

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECT ED FUNDING &	City Cost figures shown are in thousands of dollars.						
						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE
1	2023/2024 Vehicles	249,000	249,000	NC	100% City	249 CF						
2	2024/2025 Vehicles	258,000	258,000	NC	100% City		258 CF					
3	2025/2026 Vehicles	269,000	269,000	NC	100% City			269 CF				
4	2026/2027 Vehicles	279,000	279,000	NC	100% City				279 CF			
5	2027/2028 Vehicles	291,000	291,000	NC	100% City					291 CF		
6	2028/2029 Vehicles	302,000	302,000	NC	100% City						302 CF	
	<b>TOTAL:</b>	<b>\$1,648,000</b>	<b>\$1,648,000</b>			<b>249</b>	<b>258</b>	<b>269</b>	<b>279</b>	<b>291</b>	<b>302</b>	

CF: Capital Fund

NC: No Change

Revised: 3-16-2023

# DRAINAGE

In June of 1980, the City Council, commissioned the preparation of a Master Storm Drainage Plan. The plan treated the storm water as a resource rather than a liability. Utilization of existing open drainage systems and use of detention basins along major streams were considered. The plan suggested the design and use of pipes and streams that were much smaller and less expensive than those designed to just "pass through" as much storm water as was generated. The plan proposed to manage existing flows from streams thereby ensuring that the City's development would not cause flooding in downstream communities.

In October of 1981, a significant storm caused flooding throughout the City. Many inadequacies of the City's storm drainage system were revealed. The storm reinforced the importance of City Council's decision to develop a Master Storm Drainage Plan.

The City Council formally approved the Master Storm Drainage Plan in December of 1986. Many of the projects contained herein are consistent with that plan. Since the plan depends on detention basins for a number of the proposed improvements, acquiring the land as soon as possible is imperative. Without these detention sites many of the proposed improvements would be impossible and would require selection of next best, and more expensive options.

The projects contained herein reflect improvements to major and minor drainage courses outlined in the Master Storm Drainage Plan and are supplemented by storm water quality considerations required under the City's National Pollutant Discharge Elimination System (NPDES) storm water permit. As the City's rapid growth nears its end, emphasis is redirected from responding to new development to maintaining or improving the aging systems that are now in place. This involves actively participating in repairs and improvements of minor drainage courses that traverse both public and private property. In this way, a functional drainage system is ensured for all areas of the City. Priority criteria are:

- Integrating water quantity issues with water quality issues.
- Immediate flood peak reduction to solve the most significant flooding concerns.
- Integration with other improvements including water main, sanitary sewer, paving, and building construction.
- Ensuring the continued development and redevelopment of the City.
- Encouragement of riparian stewardship and maintenance.

## **Development of a Drainage Program**

Prioritization of drainage improvements tends to be cyclical when viewed with other capital needs. This is since most systems in the City function well during periods of normal rainfall. Usually, years pass between significant rain events. The result is to minimize required improvements during normal weather, especially considering the high cost associated with many of the individual drainage projects. However, when a major rain event occurs the community demands accelerated improvements, and the cycle begins again. The major rainstorms of 1981, 1989, 1993, 1997, 1998 and 2014 are evidence of this fact.

In order to safeguard against these significant rain events, a consistent, uniform, and aggressive program is necessary. This allows much of the major capital expense and effort to be distributed over the years. This ensures continued improvement, thereby saving millions of dollars in flood damage in the future and promoting an improved quality of life.

## **Maintenance**

Calls for maintenance have increased over the years. Many of the City's subdivisions have open spaces and retention systems that need repair or improvement. Without ongoing inspection and maintenance, failures will occur. Once initiated, these maintenance programs will generate a number of projects for which capital funding will be required. The City will also consider, when appropriate, the possible mitigation of wetlands within the overall drainage system.

## **Asset Management**

With the passage of the local road millage in 2018 and the accompanying changes to the Special Assessment District (SAD) policy, there has been an increase in the amount of drain related capital improvements. Each road project is evaluated during the design phase to determine if the existing underground storm drain infrastructure is sufficient or in need of repair and/or replacement. This integrated approach to asset management ensures that infrastructure is addressed in a cohesive manner at the most cost-effective time in the project lifecycle.

## **Federal Requirements**

The City is required to install various improvements in accordance with the U. S. Clean Water Act. This Act requires the issuance of a National Pollutant Discharge Elimination System (NPDES) permit commonly called an MS4 Permit, for all communities over 10,000 in population. Farmington Hills has the required permit issued by the Michigan Department of Environment, Great Lakes, and Energy – EGLE (formerly MDEQ). The City continues to explore approaches that would establish the best management practices. This includes community outreach and education about Federal storm water requirements, and an illicit discharge detection and elimination program. The City is working with EGLE, Oakland County, Wayne County, and the Alliance of Rouge Communities to implement a program that is most beneficial to Farmington Hills and other communities in the Rouge River Watershed. Part of the program is a document called a Storm Water Management Plan (SWMP). This document is required under the City's NPDES permit and outlines specific improvements that must be done to meet Federal requirements.

In addition, Farmington Hills has an obligation to conduct an IDEP (Illicit Discharge and Elimination Program), which is an ongoing effort to prevent and eliminate illegal outlets into the City's drainage systems.

The City is also obligated to employ best management practices for good housekeeping techniques for public infrastructure. These practices include catch basin cleaning, street sweeping, detention pond basin maintenance, etc. Key to cooperation and watershed planning is the City's participation in the Alliance of Rouge Communities, a cooperative venture ensuring that all 40 communities and three counties contained in the Rouge River watershed continue to work together. All projects contained herein are consistent with the City's Federal permit.

# PROPOSED DRAINAGE PROJECTS

## 1. **Storm Water NPDES Permit Program**

An NPDES permit was obtained from the EGLE. As a requirement of the permit, a watershed management plan is needed. A major component of this plan is the Storm Water Management Plan. The SWMP requires that certain projects and procedures be adopted that will ultimately lead to a cleaner Rouge River in accordance with the Federal Clean Water Act. Projects may include erosion controls in the open watercourses in Farmington Hills and siltation basins to remove suspended sediment from storm water.

Under the current NPDES storm water permit, the City has a continuous requirement to identify and remove illegal discharges into City owned drainage systems. This includes sanitary system corrections, drainage system sampling and monitoring, education programs, pollution investigative efforts, etc., that are related to the City owned drainage system.

## 2. **Miscellaneous Storm Sewer Repair, Maintenance and Improvement Program**

This involves:

- Construction and improvements of storage facilities, pipe and culvert enclosures and channel improvements throughout most of the drainage districts in the City. It also includes projects that are necessitated from inspection programs.
- Ninety percent of the City's drainage system is in open channels. Most of these major drainage courses have not been cleaned since their original construction. This program represents a continuous program for maintenance of these drainage courses.
- Emergency replacement and repair of major culverts in the public right-of-way.
- Throughout this City many subdivisions are being considered for local road reconstruction. In addition, several of the areas where the roads are not candidates for local reconstruction have storm sewers in need of rehabilitation. The storm sewer system in these areas as determined by the DPS will be televised and inspected. If deemed necessary an appropriate cleaning, repair, replacement, lining and rehabilitation program will be implemented at the time of, or prior to the road reconstruction.
- The Oakland County Water Resources Commission (WRC) has jurisdiction of a number of drains in the City that have been legally established under the Michigan Drain Code. The Drain Code provides a means of apportionment and assessment based on tributary area and runoff from these districts. Periodically, WRC will advise of maintenance needs and corresponding assessments, which the City is responsible for.

## 3. **City Owned Storm Water Basin Maintenance**

The City owns nine storm water detention and retention basins. These basins are required to be maintained in accordance with the Federal Clean Water Act to control urban pollutants and peak flow. This project provides improvement for all nine City owned basins. The improvements include select vegetation removal, sedimentation

removal, and inlet/outlet pipe maintenance. In conjunction with the Capital Improvement Plan, the project is intended to provide annual maintenance and upkeep.

4. **Woodcreek Hills Subdivision Culvert Replacement – Easement Assistance and CE**

The replacement of the five existing road culverts in the Woodcreek Hills Subdivision includes extending their lengths to allow for an improved road crossing and the elimination of existing guardrail. This will require the acquisition of multiple easements for each culvert to complete the construction and allow access for future maintenance.

5. **Eleven Mile Road Storm Sewer, Farmington Road to Orchard Lake Road**

This project includes providing additional lateral storm sewers along Eleven Mile Road from Farmington Road to Orchard Lake Road as well as the rehabilitation of the existing storm sewer system.

6. **Farmington Freeway Industrial Park Storm Sewer, Phase 2 & 3**

This project involves providing improved drainage by installing additional storm sewers in the Farmington Freeway Industrial Park 2 and 3 and connecting to the existing storm sewer system.

7. **Heritage Hills and Wedgewood Commons Storm Sewer, Phases 3, 4 & 5**

This project involves providing improved drainage by installing additional storm sewers laterals in Heritage Hills and Wedgewood Commons (construction of Phases 3, 4 and 5) and connecting to the existing storm sewer system.

8. **Richland Gardens Subdivision Storm Sewer**

This project provides lateral storm sewers for Richland Gardens Subdivision as well as rehabilitation of the existing storm sewer system.

9. **Nine Mile Road Storm Sewer, Walsingham Drive to Drake Road**

This project provides lateral storm sewers for Nine Mile Road, from Walsingham Dr. to Drake Road as well as rehabilitation of the existing storm sewer system.

10. **Nine Mile Road Storm Sewer, Drake Road to Gill Road**

This project provides lateral storm sewers for Nine Mile Road from Farmington Road to Orchard Lake Road as well as rehabilitation of the existing storm sewer system.

11. **Shady Ridge Drive Storm Sewer**

This project a lateral storm sewer for Shady Ridge Drive.

12. **Biddestone Lane Culvert**

The existing box culvert under Biddestone Lane needs to be upgraded and/or extended to accommodate a wider road width and address possible flow issues. This project involves a rehabilitation/replacement of the existing 69" high by 118" wide concrete box culvert underneath Biddestone Lane.

**13. Caddell Drain, Nine Mile Road at Drake Road**

Replacement of the 4 elliptical culverts that cross underneath the intersection of Nine Mile Road south of Drake Road. These culverts are nearing the end of their useful life. This project will be coordinated by the Oakland County Water Resources Commission through the Michigan Drain Code.

**14. Nine Mile Road Storm Sewer, Gill Road to Farmington Road**

This project provides lateral storm sewers for Nine Mile Road from Gill Road Road to Farmington Road as well as rehabilitation of the existing storm sewer system.

**15. Folsom Road Storm Sewer, Nine Mile Road to Orchard Lake Road**

This project provides lateral storm sewers for Folsom Road, Nine Mile Road to Orchard Lake Road as well as rehabilitation of the existing storm sewer system.

**16. Biddestone Lane Storm Sewer**

This project provides lateral storm sewer and an outfall storm sewer for this area.

**17. Goldsmith Street Culvert Replacements**

This project provides replacement of the three large culvert crossings on Goldsmith.

**18. Harwich Drive Drainage Improvement**

Currently storm water runoff from Harwich Drive travels across a residential side yard. The project would include the installation of a storm sewer from the right-of-way down to the Pebble Creek in order to minimize erosion.

**19. Caddell Drain Improvements - Phase II**

Phase II of the Caddell Drain Improvements includes improvements to the southern portions of the water course. This project will be coordinated by the Oakland County Water Resources Commission through the Michigan Drain Code.

**20. Rockshire Street Culvert Rehabilitation/Replacement**

This project provides for a replacement of the large Main Ravines Drain crossing on Rockshire Street, allowing for a wider roadway.

**21. Rockshire Street, Edgemoor Street, and Bramwell Street Storm Sewer**

This project provides for a lateral storm sewer and an outfall storm sewer for this area.

**22. Drake Road Storm Sewer, Nine Mile Road to north of M-5**

This project provides lateral storm sewers for Nine Mile Road to north of M-5 Storm Sewer as well as rehabilitation of the existing storm sewer system.

**23. Camelot Court/Farmington Meadows Storm Sewer**

This project provides lateral storm sewers for Camelot Ct./Farmington Meadows as well as rehabilitation of the existing storm sewer system.

**24. Hearthstone Road Culvert Rehabilitation/Replacement**

The Hearthstone culvert is under Hearthstone Road in the Kendallwood Subdivision west of Bonnet Hill Road. It is a 68" by 85" elliptical corrugated metal pipe culvert and is in the Minnow Pond drainage district. It needs to be rehabilitated and possibly replaced.

**25. Tuck Road Bridge Rehabilitation, south of Folsom Road**

Rehabilitate the existing 24-foot-wide by 7.5-foot-high bridge crossing of the Upper Rouge River.

**26. Metroview Drive Storm Sewer, Eight Mile Road to Green Hill Road**

This project provides lateral storm sewers for Metroview Dr, Eight Mile Road to Green Hill Road as well as rehabilitation of the existing storm sewer system.

**27. Woodcreek Hills Subdivision Storm Sewer**

This project provides lateral storm sewers for Woodcreek Hills Subdivision as well as rehabilitation of the existing storm sewer system.

**28. Tuck Road Storm Sewer, Folsom Road to Eight Mile Road**

This project provides lateral storm sewers for Tuck Road from Folsom Road to Eight Mile Road as well as rehabilitation of the existing storm sewer system.

**29. Shiawassee Road Storm Sewer, Middlebelt Road to Inkster Road**

This project provides lateral storm sewers for Shiawassee Road, Middlebelt Road to Inkster Road as well as rehabilitation of the existing storm sewer system.



**DRAINAGE**

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.						
						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE
1	Storm Water NPDES Permit Program	630,000	630,000	NC	100% City	105 CF	105 CF	105 CF	105 CF	105 CF	105 CF	
2	Miscellaneous Storm Sewer Repair, Maintenance and Improvement Program	1,620,000	1,620,000	NC	100% City	270 CF	270 CF	270 CF	270 CF	270 CF	270 CF	
3	City Owned Storm Water Basin Maintenance	150,000	150,000	NC	100% City	25 CF	25 CF	25 CF	25 CF	25 CF	25 CF	
4	Woodcreek Hills Subdivision Culvert Replacement - Easement Assistance and CE	500,000	500,000	NC	100% City	500 CF						
5	Eleven Mile Road Storm Sewer, Farmington Road to Orchard Lake Road	420,000	420,000	NC	100% City	420 CF						
6	Farmington Freeway Industrial Park Storm Sewer, Phase 2 & 3	800,000	800,000	NC	100% City	400 CF	400 CF					
7	Heritage Hills and Wedgewood Commons Storm Sewer, Phases 3, 4 & 5	1,500,000	1,500,000	NC	100% City	500 CF	500 CF					
8	Richland Gardens Subdivision Storm Sewer	1,350,000	1,350,000	NC	100% City	450 CF	450 CF	450 CF				
9	Nine Mile Road Storm Sewer, Walsingham Drive to Drake Road	450,000	450,000	NC	100% City	450 CF						
10	Nine Mile Road Storm Sewer, Drake Road to Gill Road	400,000	400,000	NC	100% City	400 CF	400 CF					
11	Shady Ridge Drive Storm Sewer	218,000	218,000	NC	100% City	218 CF						
12	Biddestone Lane Culvert	1,850,000	1,850,000	NC	100% City	1,850 CF						
13	Caddell Drain, Nine Mile Road at Drake Road	4,232,000	2,539,000	NC	60% City 40% O			2,539 CF				
14	Nine Mile Road Storm Sewer, Gill Road to Farmington Road	400,000	400,000	NC	100% City			400 CF				
15	Folsom Road Storm Sewer, Nine Mile Road to Orchard Lake Road	350,000	350,000	NC	100% City			350 CF				
16	Biddestone Lane Storm Sewer	300,000	300,000	NC	100% City			300 CF				
17	Goldsmith Street Culvert Replacements	270,000	270,000	NC	100% City				270 CF			
18	Hanwich Drive Drainage Improvement	133,000	133,000	NC	100% City				133 CF			
19	Caddell Drain Improvements - Phase II	1,305,000	783,000	NC	60% City 40% O					783 CF		
20	Rockshire Street Culvert Rehabilitation/Replacement	1,000,000	1,000,000	NC	100% City					1,000 CF		
21	Rockshire Street, Edgemoor Street, and Bramwell Street Storm Sewer	400,000	400,000	NC	100% City					400 CF		
22	Drake Road Storm Sewer, Nine Mile Road to north of M-5	375,000	375,000	NC	100% City					375 CF		
23	Camelot Court/Farmington Meadows Storm Sewer	1,000,000	1,000,000	NC	100% City					500 CF	500 CF	
24	Hearthstone Road Culvert Rehabilitation/Replacement	1,234,000	1,234,000	NC	100% City						1,234 CF	
25	Tuck Road Bridge Rehabilitation, south of Folsom Road	3,023,000	3,023,000	NC	100% City							3,023 CF

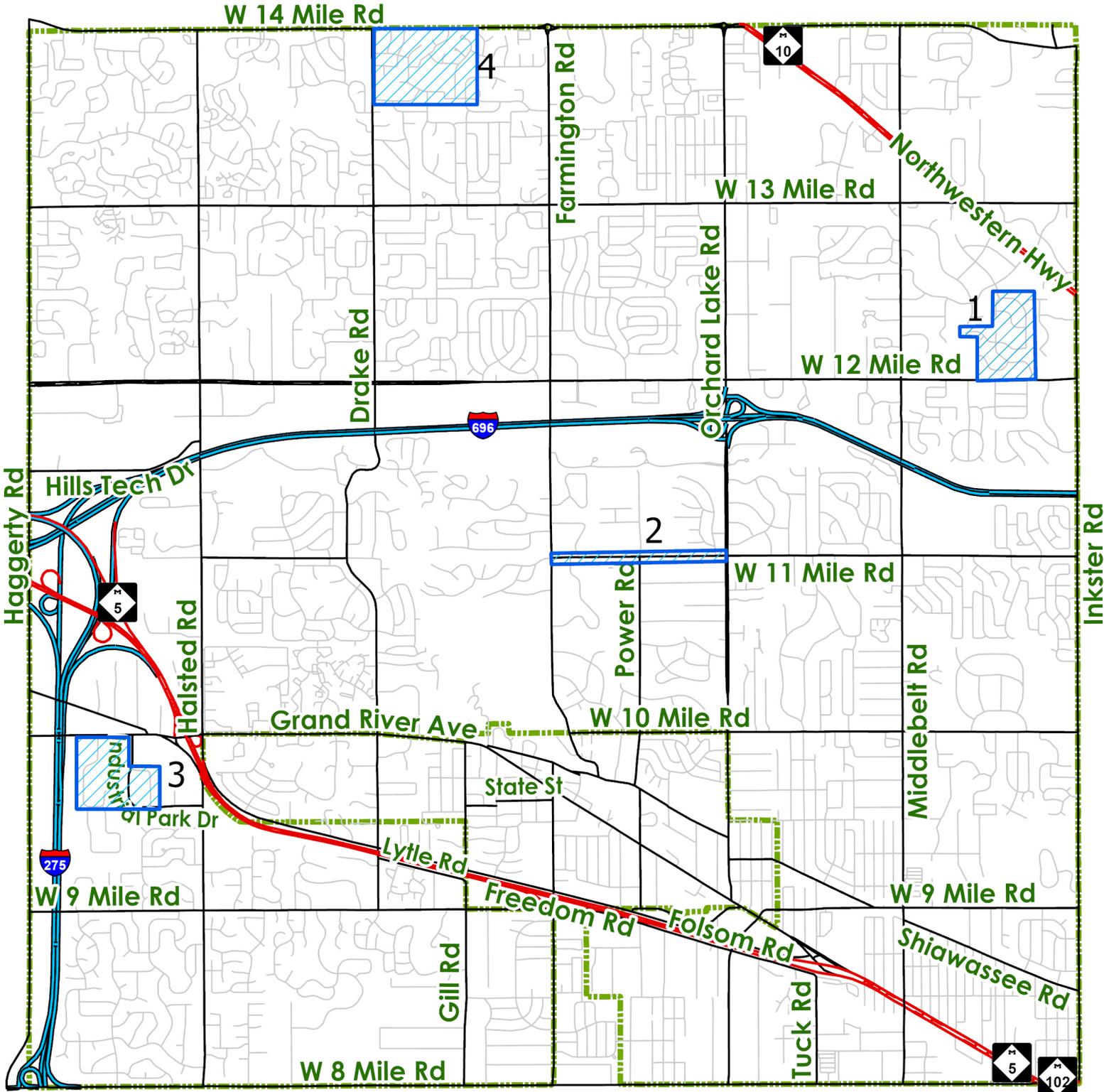
26	Metroview Drive Storm Sewer, Eight Mile Road to Green Hill Road	500,000	500,000	NC	100% City					500 CF		
27	Woodcreek Hills Subdivision Storm Sewer	620,000	620,000	NC	100% City						620 CF	
28	Tuck Road Storm Sewer, Folsom Road to Eight Mile Road	425,000	425,000	NC	100% City						425 CF	
29	Shiawasse Road Storm Sewer, Middlebelt Road to Inkster Road	700,000	700,000	NC	100% City						700 CF	
	<b>SUB-TOTAL:</b>	<b>\$26,155,000</b>	<b>\$23,940,000</b>	<b>NC</b>		<b>2,220</b>	<b>4,668</b>	<b>4,939</b>	<b>3,811</b>	<b>5,657</b>	<b>2,845</b>	

NC: No Change  
O: Other  
CF: Capital Fund  
AC: Annual Cost

\*This chart shows the identified public structures and improvements in the general order of their priority.

Revised: 3-16-2023

# 2023/2024 Drainage Projects



1. Woodcreek Hills Subdivision Culvert Replacement
2. Eleven Mile Road Storm Sewer, Farmington Road to Orchard Lake Road
3. Farmington Freeway Industrial Park Storm Sewer - Phase 2
4. Heritage Hills and Wedgwood Commons Storm Sewer - Phase 3

Note: This map is a planning document and is subject to change. The priority level of a project may move up or down based on funding.

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# SANITARY SEWERS

The major goal of the capital expenditures in this area is to provide adequate trunkline capability to serve both existing and future development. All trunk lines have been installed with the completion of the Ten Mile Rouge sewer in 1980. However, some areas of the City still do not have connecting sewer segments which are needed to provide access to public sanitary sewer. These segments are usually funded by a development or the City at large. The construction of the localized laterals is generally provided by the Charter provision requiring local benefiting properties to pay the associated cost (special assessment process). This results in the establishment of a special assessment district. In the future, federal watershed requirements may mandate accelerated programs for local sanitary sewer construction. A portion of these anticipated costs may be financed by various sanitary sewer funds.

An exception to the special assessment financing is a payback that may be necessitated because of a paving, resurfacing or widening project where integrated asset management policy would recommend that the sanitary sewer lateral should be installed first. In these instances, a payback would be established in accordance with City ordinance to recover the cost at a future date when connections are made.

Any remaining work that would be done on sanitary sewers involves the rehabilitation of existing sewers with City sewer funds. Since this does not provide new service, there would be no application of the Charter provision. This type of work was begun in 1990 with the Evergreen Farmington Sewage Disposal System improvements where sewers were replaced, and relief lines constructed.

In 2017, the City was awarded a Stormwater, Asset Management, and Wastewater (SAW) grant through the Michigan Department of Environment, Great Lakes, and Energy –EGLE (formerly the MDEQ) for the purposes of evaluating and inspecting sanitary sewer infrastructure, developing an asset management plan, assessing asset criticality and risk assessment; and providing life cycle cost analysis. The results of the SAW grant project will also provide a long-term capital improvement plan for the City's sanitary sewer system infrastructure.

In addition, the City is currently under an Administrative Consent Order (ACO), from the EGLE that may require additional improvements to be made in the future restricting the amount of outflow from the City of Farmington Hills into the sewer system.

# PROPOSED SANITARY SEWER PROJECTS

1. **Annual Renewal Program**

The City completed a wastewater asset management plan (AMP) in 2020 to identify investment needs and develop a long-range capital improvement program for the City's wastewater system. By starting an annual renewal program, the City will be able to systematically address sanitary sewer assets by performing proactive maintenance and completing rehabilitation/replacement of the assets on an annual basis using best practices.

2. **Biddestone Lane Sanitary Sewer (Southeast area)**

Provide public sanitary sewer on Biddestone Lane in the southeast portion of this subdivision where public sanitary sewer is not yet available.

3. **Eleven Mile Road Sanitary Sewer, west of City Hall Campus to Pillsbury Street**

Provide public sanitary sewer on Eleven Mile Road from west of the City Hall Campus to Pillsbury Street.

4. **Rockshire Avenue and Edgemoor Street Sanitary Sewer**

Provide public sanitary sewer on Rockshire Avenue and Edgemoor Street

5. **Goldsmith Street Area Sanitary Sewer**

Provide public sanitary sewer for Goldsmith north of Teal Court including neighboring stub streets.

6. **Low Pressure Gravity Sanitary Sewer System**

Provide public sanitary sewer via a low-pressure gravity sewer system. This may be appropriate for areas where traditional gravity sewer is not feasible. Location to be determined.

7. **Metroview Street Area Sanitary Sewer**

Provide public sanitary sewer for on Metroview Street from Eight Mile Road to north of Greenhill Road.

8. **Shiawassee Road Sanitary Sewer, Middlebelt Road to Inkster Road**

Provide public sanitary sewer to properties with frontage on Shiawassee Road between Middlebelt and Inkster Road where public sanitary sewer is not yet available. Basement service may be difficult to achieve for these properties.

**SANITARY SEWERS**

Reference No.	SANITARY SEWER PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures are shown in thousands of dollars.						
						2023/24	24/25	2025/26	2026/27	2027/28	2028/29	FUTURE
1	Annual Renewal Program	15,000,000	15,000,000	NC	100% SF	2,500 SF	2,500 SF	2,500 SF	2,500 SF	2,500 SF	2,500 SF	
2	Biddestone Lane Sanitary Sewer (Southeast area)	809,000	809,000	NC	100% PB		809 PB					
3	Eleven Mile Road Sanitary Sewer, west of City Hall Campus to Pillsbury Street	2,770,000	2,770,000	NC	100% PB		2,770 PB					
4	Rockshire Avenue and Edgemoor Street Sanitary Sewer	472,000	472,000	NC	100% PB			472 PB				
5	Goldsmith Street Area Sanitary Sewer	2,658,000	2,658,000	NC	100% PB			2,658 PB				
6	Low Pressure Gravity Sanitary Sewer System	750,000	750,000	NC	100% PB			750 PB				
7	Metroview Street area Sanitary Sewer	2,700,000	2,700,000	NC	100% PB				2,700 PB			
8	Shiawassee Road Sanitary Sewer, Middlebelt Road to Inkster Road	755,000	755,000	NC	100% PB						755 PB	
	<b>TOTAL:</b>	<b>25,914,000</b>	<b>25,914,000</b>	<b>NC</b>		<b>2,500</b>	<b>6,079</b>	<b>6,380</b>	<b>5,200</b>	<b>2,500</b>	<b>3,255</b>	

SF: Sanitary Sewer System Fund  
O: Other  
NC: No Change  
PB: Payback District

\* This chart shows the identified public structures and improvements in the general order of their priority.

Revised: 3-16-2023

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# WATERMAINS

With the completion of the Northwest Water Pressure District transmission lines in 1976, potable water supply capability has been provided throughout the City. Although some minor transmission lines are still required in some areas, they now have the option of installing local services through the establishment of payback agreements and special assessment districts.

A significant portion of the City's water main infrastructure was built in the 1960s and is nearing the end of its useful life. A challenge exists in these older areas of the City due to the water mains requiring frequent and expensive maintenance due to main breaks. Repairs require digging up and replacing worn out facilities. The City has in place a replacement program for just this challenge. Projects are evaluated using an integrated asset management approach and includes a review of break history, risk, and criticality. As with other maintenance activities, this work does not require financing through a special assessment district. Funding is provided through the City's water fund.

The City worked with the Oakland County Water Resources Commissioner's Office (WRC) and determined that a storage facility is appropriate for the City of Farmington Hills. Construction is complete and the tank has been operational since June 2014. The master water main model has been systematically updated to include this facility and the plan has been revised to include necessary projects on a prioritized basis.

## **PROPOSED WATER MAIN PROJECTS**

### **1. Fire Protection lines in subdivisions without Water Main**

This project will provide fire protection in subdivisions without an existing water main system, such as Supervisor's Plat of West Franklin Estates.

### **2. Kimberley Subdivision Water Main Replacement**

This is in the residential neighborhood west of Middlebelt Road and north of Eleven Mile Road. It is an area of older pipe built in the 1950s with frequent water main breaks. Existing 6" and 8" water main on Middlebelt will be replaced with a 12" water main, connecting the existing 30" on Eleven Mile with an existing 12" on Middlebelt. The existing 6" and 8" water mains within the subdivision would be replaced with 8" water main to improve system reliability and meet current design standards. This is a large project and may be constructed over several years.

### **3. Kendallwood Subdivision No. 2 Water Main Replacement**

This is in the residential neighborhood east of Farmington Road and north of Twelve Mile Road. It is an area of older pipe built in the 1950s with frequent water main breaks. The existing 6", 8", and 12" water main would be replaced with 8" and 12" water main to improve system reliability and meet current design standards.

4. **Kendallwood Subdivision No. 4 Water Main Replacement**

This is in the residential neighborhood east of Farmington Road and south of Thirteen Mile Road. It is an area of older pipe built in the 1950s with frequent water main breaks. The existing 6" and 8" water main would be replaced with 8" water main and the existing 12" water main would be replaced with 12" water main to improve system reliability and meet current design standards.

5. **Biddestone Lane Water Main, Loop/Extension**

Installation of an 8" water main on Biddestone Lane from the existing Biddestone Lane water main around the Biddestone Lane loop and out to Farmington Road with a stub to the east for future looping.

6. **Kendallwood Subdivision No. 3 Water Main Replacement**

This is in the residential neighborhood east of Farmington Road and north of Twelve Mile Road. It is an area of older pipe built in the 1950s with frequent water main breaks. The existing 6" and 8" water main would be replaced with 8" water main and existing 12" water main would be replaced with 12" water main to improve system reliability and meet current design standards.

7. **Westbrooke Manor Subdivision No. 2 Water Main Replacement**

This is in the residential neighborhood east of Farmington Road and south of Thirteen Mile Road. It is an area of older pipe built in the 1950s with frequent water main breaks. The existing 6" and 8" water main would be replaced with 8" water main and the existing 12" water main would be replaced with 12" water main to improve system reliability and meet current design standards.

8. **Rockshire Avenue, Edgemoor Street, and Bramwell Street-Water Main Extension**

Install 8" and 12" water main on Rockshire from Orchard Lake Road to the Beechview Elementary School property; on Edgemoor Street north of Rockshire and south of Rockshire to existing water main on Scenic View Circle; and on Bramwell Street north of Rockshire as well as possibly looping with the public water main on the Beechview Elementary School property.

9. **Goldsmith Street Water Main Installation**

Provide public water main for Goldsmith Street from 500 LF north of Eight Mile Road to Lauren Lane thereby completing a loop.

10. **Metroview Street Water Main Installation**

Provide public water main on Metroview from Eight Mile Road to north of Greenhill Road thereby completing a loop.

11. **Westbrooke Manor Subdivision No. 1 Water Main Replacement**

This is in the residential neighborhood west of Orchard Lake Road and south of Thirteen Mile Road. It is an area of older pipe built in the 1950s with frequent water main breaks. The existing 6", 8" and 12" water main would be replaced with 8" and 12" water main to improve system reliability and meet current design standards.

**12. Westbrooke Plaza Water Main Replacement and Relocation**

This commercial area is located on the south side of 13 Mile Road, between Orchard Lake Road and Lorikay Street. It is an area of older pipe built in the 1950's and when a break occurs, it affects multiple commercial properties. The existing 6" would be replaced, and possibly relocated, with an 8" (8" is the smallest size that can be installed under current standards) to improve system reliability and meet current design standards

**13. Westbrooke Manor Subdivision Main Replacement**

This is in the residential neighborhood west of Orchard Lake Road and south of Thirteen Mile Road. It is an area of older pipe built in the 1950s with frequent water main breaks. The existing 6", 8" and 12" water main would be replaced with 8" and 12" water main to improve system reliability and meet current design standards.

**14. Water Main Extension Across 30425 Farmington Road**

This project would include the installation of water main across the property frontage of 30425 Farmington and connect two existing water mains. This extension would complete the looping of water main along Farmington Road.

**15. Westbrooke Manor Subdivision No. 3 Water Main Replacement**

This is in the residential neighborhood east of Farmington Road and south of Thirteen Mile Road. It is an area of older pipe built in the 1950s with frequent water main breaks. The existing 6" and 8" water main would be replaced with 8" water main to improve system reliability and meet current design standards.

**16. Westbrooke Manor Subdivision No. 4 Water Main Replacement**

This is in the residential neighborhood east of Farmington Road and south of Thirteen Mile Road. It is an area of older pipe built in the 1950s with frequent water main breaks. The existing 6" and 8" water main would be replaced with 8" water main to improve system reliability and meet current design standards.

**17. Old Homestead Subdivision Water Main Replacement**

This is in the residential neighborhood west of Drake Road and north of Eleven Mile Road. It is an area of older pipe built in the 1960s with frequent water main breaks. The existing 6", 8" and 12" water main would be replaced with 8" and 12" water main to improve system reliability and meet current design standards.

**18. Shiawassee Road Water Main, Middlebelt Road to Inkster Road**

This project would include the replacement of existing 8" water main on Shiawassee Road between Middlebelt Road and Inkster Road.



**WATER MAINS**

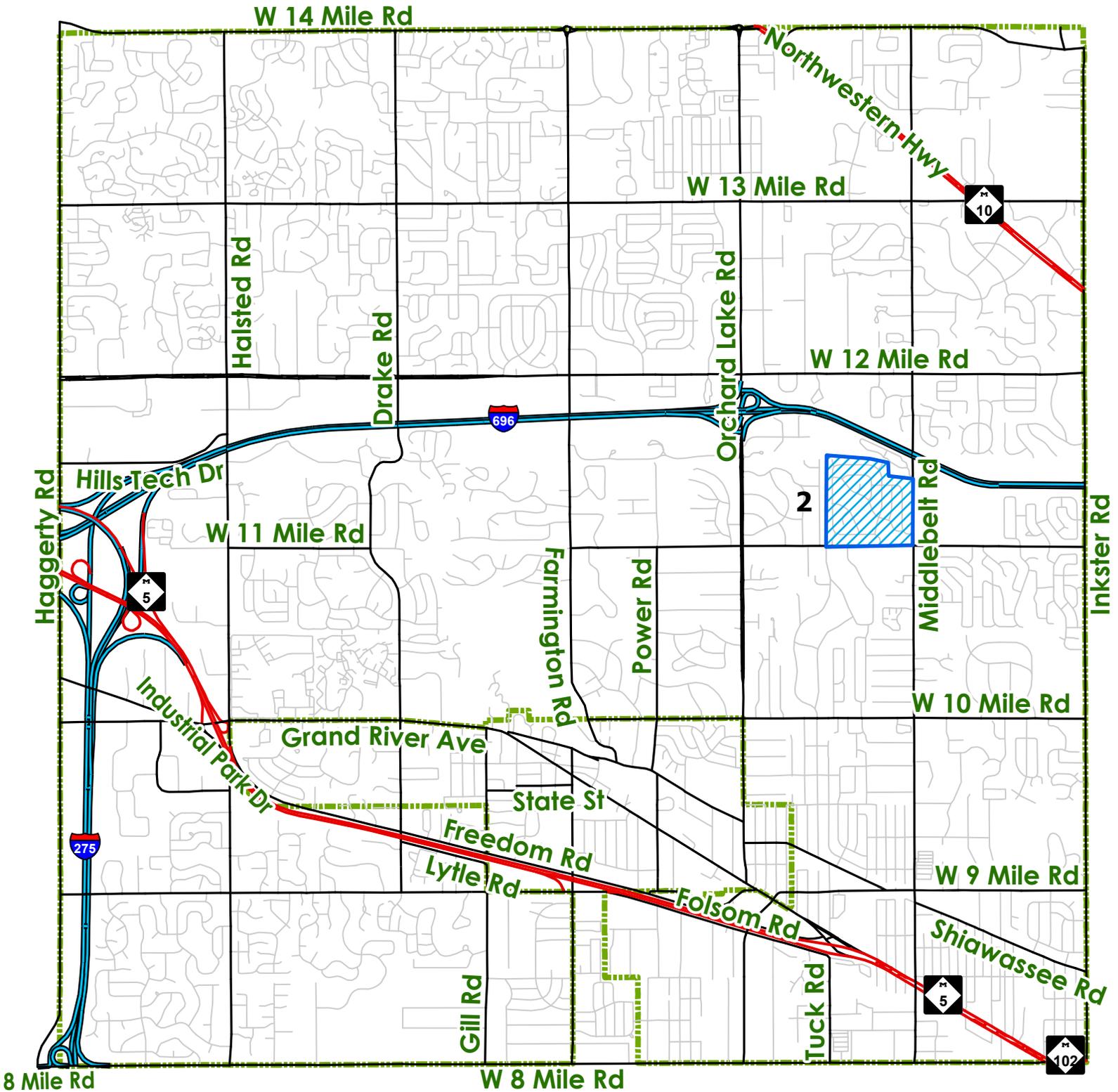
Reference No.	WATER MAIN PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.						
						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE
1	Fire Protection lines in subdivisions without Water Main	3,000,000	3,000,000	GF	100% City	500 GF	500 GF	500 GF	500 GF	500 GF	500 GF	
2	Kimberley Subdivision Water Main Replacement	10,154,000	10,154,000	NC	100% City	10,154 WS						
3	Kendallwood Subdivision No. 2 Water Main Replacement	5,248,000	5,248,000	NC	100% City		5,248 WS					
4	Kendallwood Subdivision No. 4 Water Main Replacement	3,181,000	3,181,000	NC	100% City		3,181 WS					
5	Bidestone Lane Water Main- Loop/Extension	1,222,000	1,222,000	NC	100% PB		1,222 WS					
6	Kendallwood Subdivision No. 3 Water Main	5,385,000	5,385,000	NC	100% City			5,385 WS				
7	Westbrooke Manor Subdivision No. 2 Water Main Replacement	3,962,000	3,962,000	NC	100% City			3,962 WS				
8	Rockshire Avenue, Edgemoor Street, and Bramwell Street Water Main Extension	1,954,000	1,954,000	NC	100% PB			1,954 PB				
9	Goldsmith Street Water Main Installation	1,800,000	1,800,000	NC	100% PB			1,800 PB				
10	Metroview Street Water Main Installation	2,100,000	2,100,000	NC	100% PB				2,100 PB			
11	Westbrooke Manor Subdivision No. 1 Water Main Replacement	3,193,000	3,193,000	NC	100% City				3,193 WS			
12	Westbrooke Plaza Water Main Replacement and Relocation	571,000	571,000	NC	100% City				571 WS			
13	Westbrooke Manor Subdivision Water Main Replacement	3,797,000	3,797,000	NC	100% City				3,797 WS			
14	Water Main Extension across 30425 Farmington Road	162,000	162,000	NC	100% City					162 WS		
15	Westbrooke Manor Subdivision No. 3 Water Main Replacement	1,624,000	1,624,000	NC	100% City					1,624 WS		
16	Westbrooke Manor Subdivision No. 4 Water Main Replacement	1,524,000	1,524,000	NC	100% City					1,524 WS		
17	Old Homestead Subdivision Water Main Replacement	5,661,000	5,661,000	NC	100% City						5,661 WS	
18	Shiawasse Road Water Main, Middlebelt Road to Inkster Road	1,798,000	1,798,000	NC	100% City							1,798 WS
<b>TOTAL:</b>		<b>\$56,336,000</b>	<b>\$56,336,000</b>	<b>NC</b>		<b>10,654</b>	<b>10,151</b>	<b>13,601</b>	<b>10,161</b>	<b>3,810</b>	<b>7,959</b>	

SAD: Special Assessment District  
 WS: Water System Fund  
 NC: No Charge  
 PB: Payback District  
 GF: General Fund

\*This chart shows the identified public structures and improvements in the general order of their priority.

Revised: 3-16-2023

# 2023/2024 Water Main Projects



1. Fire Protection Lines in Subdivisions Without Water Main - To Be Determined
2. Kimberley Subdivision Water Main Replacement

Note: This map is a planning document and is subject to change. The priority level of a project may move up or down based on funding.

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# SIDEWALKS

The need to provide safe pedestrian travel along major traffic corridors has long been a priority of the City Council. Certain corridors generate considerable pedestrian traffic. Shopping centers, schools, recreation areas, and other major developments generate pedestrian traffic. To promote safe pedestrian travel, the City must identify those areas in need of sidewalks or extensions to existing pedestrian networks. The School Board has also indicated their support for sidewalks at various school locations. It remains Farmington Hills policy, however, to treat walkways across school frontages as a requirement of the school district.

Sidewalk aesthetics is also considered. The City has many designated Historic District sites located on major roads. The use of brick pavers is encouraged to enhance and highlight the historic character of these sites.

In recent years, with Federal Aid funded road improvements the City has been able to include and install large sections of sidewalk on select major thoroughfares with our pavement projects. Developers have also installed sidewalks as a requirement of development. In both cases, sidewalk "gaps" have resulted. The City is then faced with filling in these gaps. These sidewalk projects can provide the City with the opportunity to connect larger pedestrian networks, existing developments with one another and other traffic generators at relatively low cost. Annually, pedestrian traffic generators and sidewalk gaps are identified and continue to be a priority and are included in this plan.

In 2013, sidewalks included in the CIP were re-evaluated using a systematic approach. Essentially sidewalks are assigned point values based on several variables including, access to schools, connectivity to shopping, municipal facilities, etc. Also, we assigned values that considered items such as ease of construction, availability to right-of-way, funding sources, funding availability, connectivity, etc. Also included within this section is a proposal for a non-motorized Master Plan. This plan would provide recommendations for in-road facilities, sidewalks, trails, road crossings, priority considerations, funding for future implementations.

In addition to the sidewalks, a program is proposed to modify existing walks to provide for a minimum width of eight feet so they can be used for non-motorized pathways. This fulfills a requirement in the gas and weight tax legislation for the funding and maintenance of our road system (Act 51).

A high priority of the Grand River Corridor Improvement Authority is to better integrate the Rouge River into economic development projects along the corridor and to develop a shared-use pathway along the river that better connects corridor users. The conceptual vision for the pathway is a 6 – 8 feet wide path that traverses approximately 10,000 lineal feet of river frontage with markers placed every ¼ mile and an interpretive kiosk at each end of the trail.

The following Bike Path System Map identifies all existing sidewalk infrastructure and includes a proposed bike path system for the City.

See the following table for proposed sidewalk/ pathway projects including locations and funding schedule.

**SIDEWALKS**

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.					FUTURE	
						2023/24	2024/25	2025/26	2026/27	2027/28		2028/29
1	Sidewalk replacement along major roads including brick paver repair/replace	600,000	600,000	NC	100% City	100 CF	100 CF	100 CF	100 CF	100 CF	100 CF	
2	Neighborhood Sidewalk Replacement Program SAD	50,000		NC	100% SAD							
3	Farmington Road, west side, Twelve Mile Road to Bayberry Street	337,000	337,000	NC	100% City	337 CF						
4	M-5 Pedestrian Bridge Connection Improvements	270,000	110,000	NC	40% City 60% FG	110 CF						
5	Nine Mile Road, south side, Drake Road to Farmington Road	302,000	304,000	NC	100% City		152 CF	152 CF				
6	Pathway improvements, Rock Ridge Lane to Oak Crest Drive	110,000	110,000	NC	100% City			110 CF				
7	Ten Mile Road from 30265 to 30701 Ten Mile Road	253,000	253,000	NC	100% City			253 CF				
8	Ten Mile Road from S. Duncan to Creekside Drive	156,000	156,000	NC	100% City				156 CF			
9	Eleven Mile Road, north side, Old Homestead to Drake Road	318,000	318,000	NC	100% City				318 CF			
10	Farmington Road, east side, Glenmuir Street to Fourteen Mile Road	388,000	388,000	NC	100% City					388 CF		
11	Inkster Road, west side, Ruyton Dr. to the north end of the I-696 overpass (south property line of 27777 Inkster Road)	557,000	557,000	NC	100% City						557 CF	
<b>SUB-TOTAL:</b>		<b>\$3,341,000</b>	<b>\$3,133,000</b>	<b>NC</b>		<b>547</b>	<b>252</b>	<b>615</b>	<b>574</b>	<b>488</b>	<b>657</b>	<b>0</b>

CF: Capital Fund  
AC: Annual Costs  
NC: No Change  
CDBG: Community Development Block Grant  
SAD: Special Assessment District  
FG: Federal Grant

Revised: 3-16--2023

\* This chart shows the identified public structures and improvements in the general order of their priority.

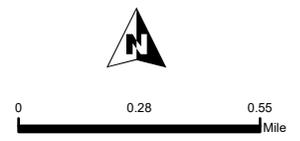
# Sidewalk Locations



**Legend**

**Sidewalks**

	8' concrete		5' concrete
	8' brick		5' brick
	8' asphalt		5' asphalt



DISCLAIMER: Although the information provided by this map is believed to be reliable, its accuracy is not warranted in any way. The City of Farmington Hills assumes no liability for any claims arising from the use of this map.

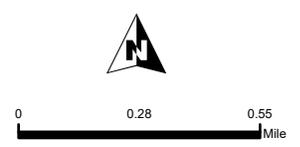
# Sidewalk Locations



**Legend**

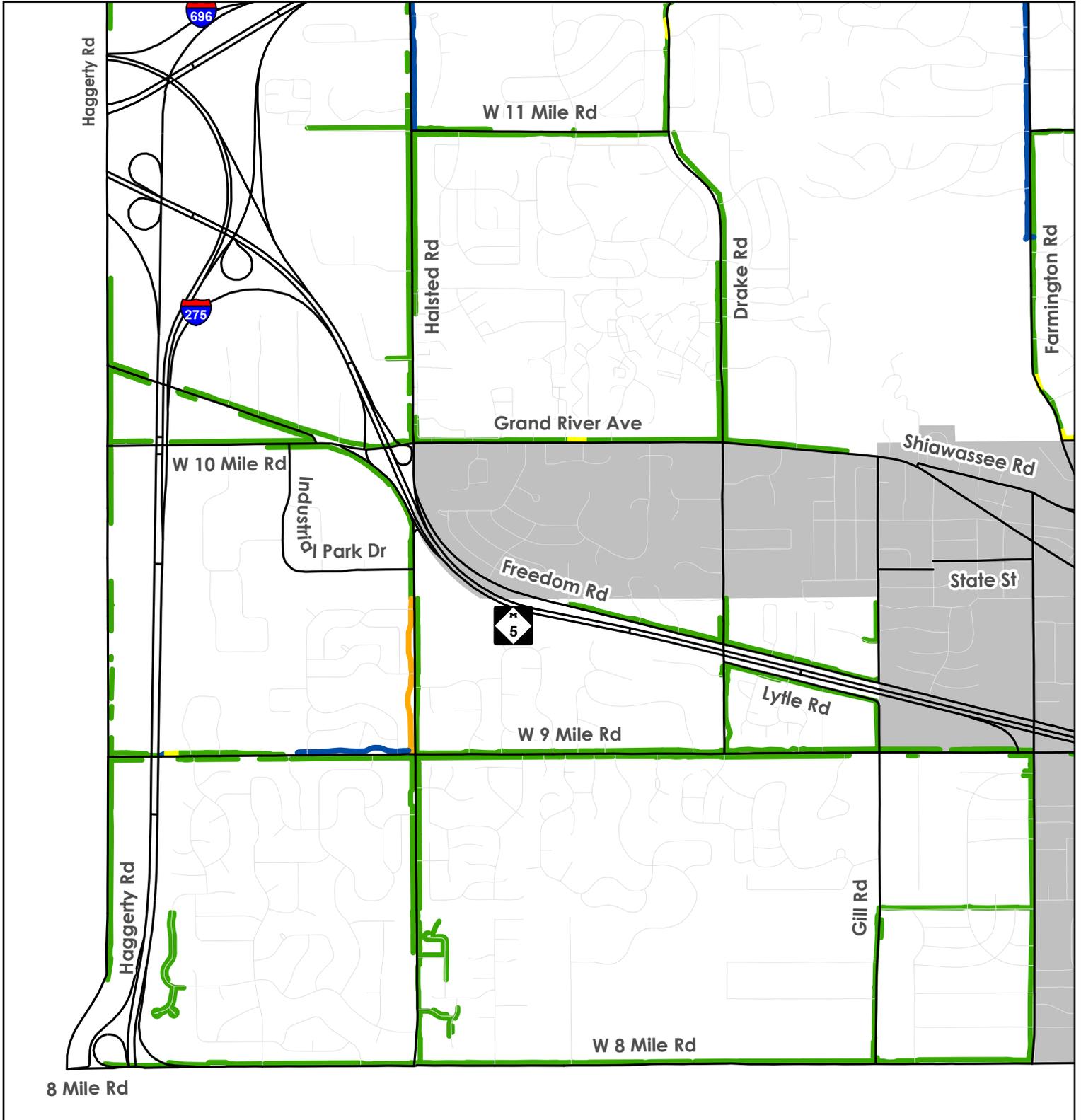
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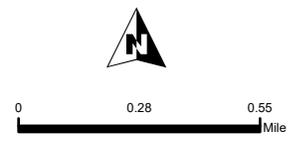
# Sidewalk Locations



**Legend**

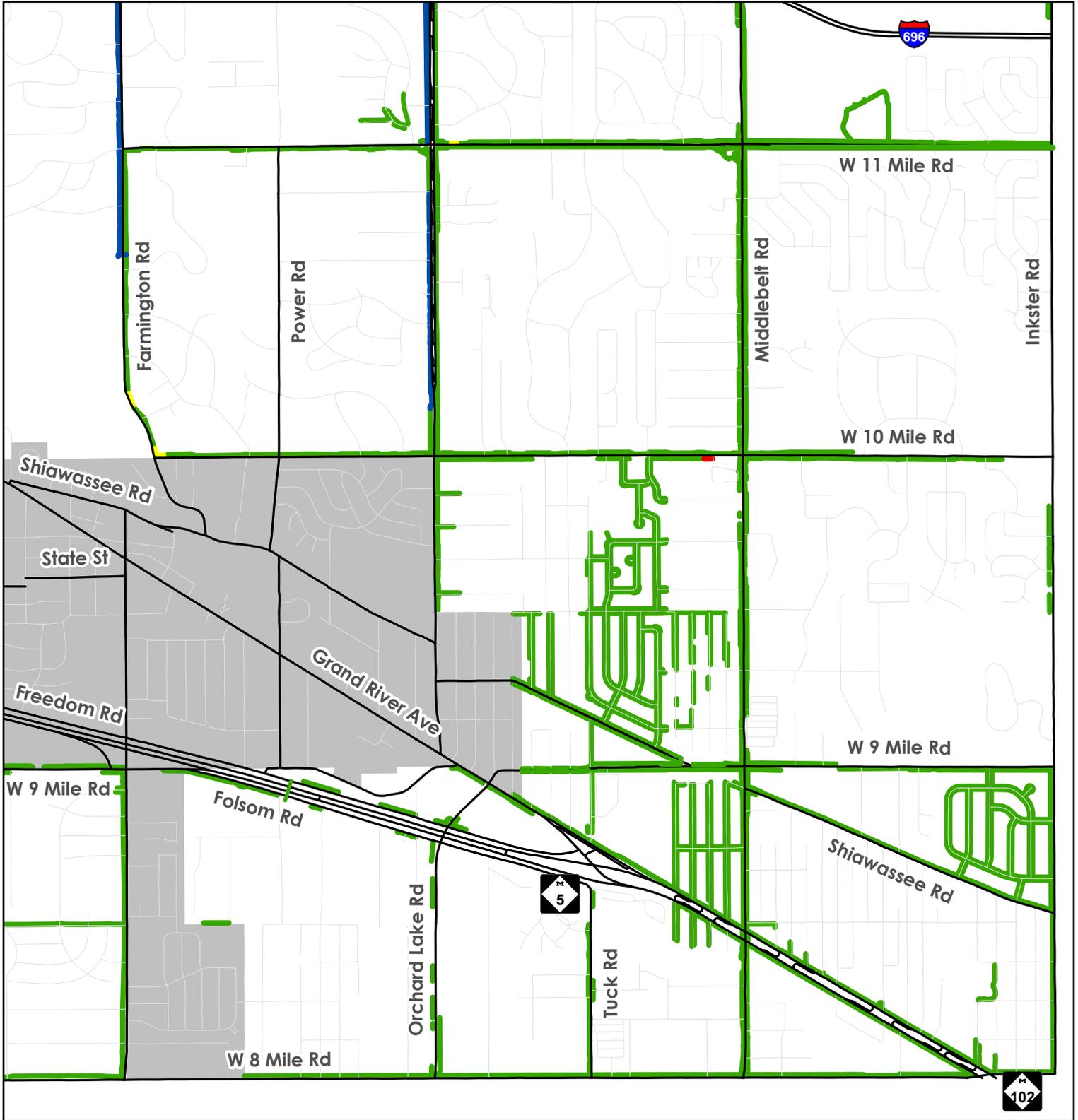
**Sidewalks**

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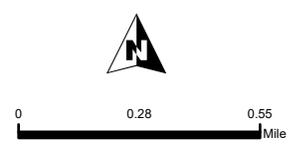
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# Sidewalk Locations



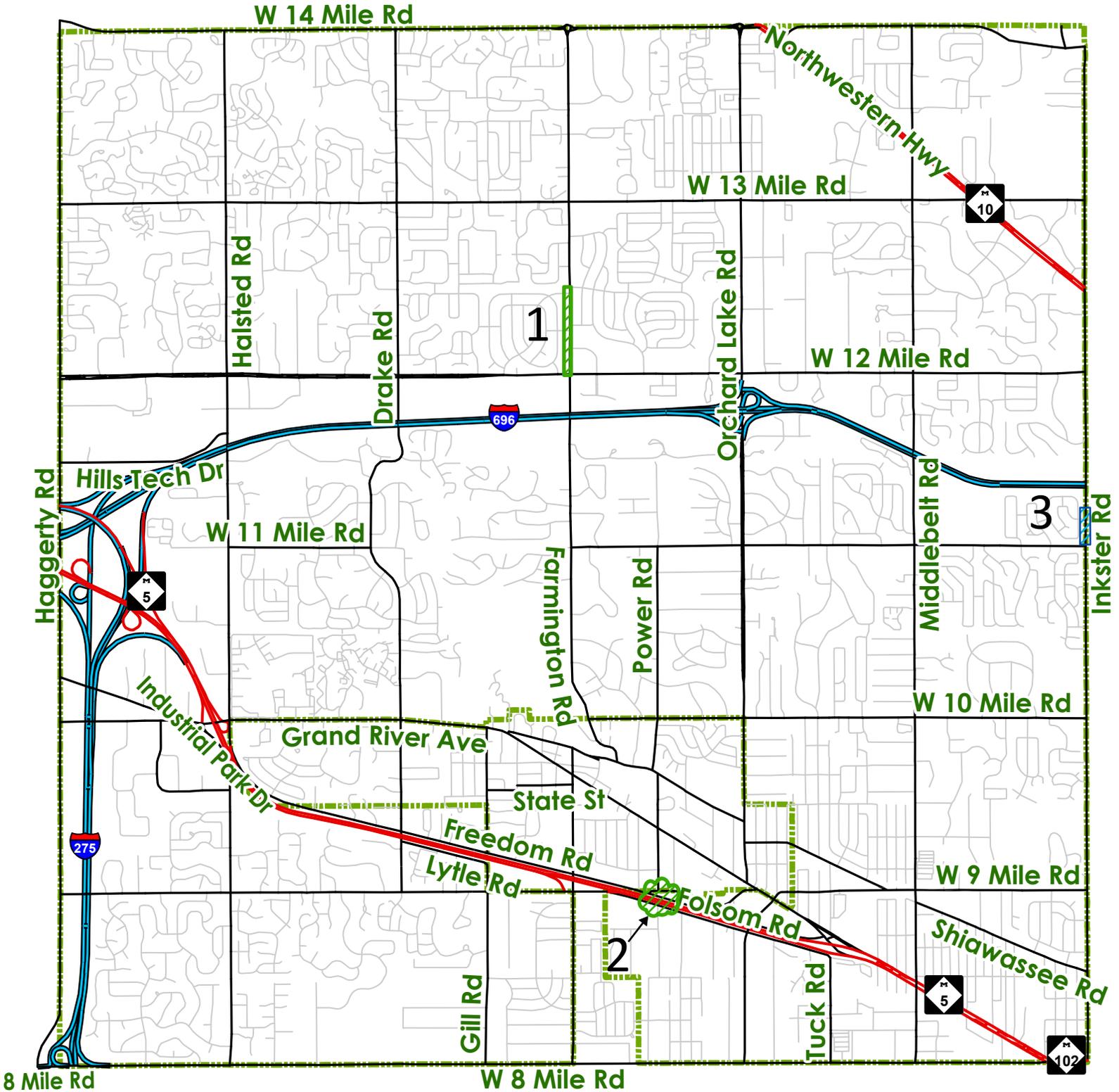
**Legend**

<b>Sidewalks</b>	 8' concrete	 5' concrete
	 8' brick	 5' brick
	 8' asphalt	 5' asphalt



DISCLAIMER: Although the information provided by this map is believed to be reliable, its accuracy is not warranted in any way. The City of Farmington Hills assumes no liability for any claims arising from the use of this map.

# 2023/2024 Sidewalk Projects



1. Farmington Road, West Side, 12 Mile Rd to Bayberry St
2. M-5 Pedestrian Bridge Connection Improvements

Note: This map is a planning document and is subject to change. The priority level of a project may move up or down based on funding and how fast the pavement is deteriorating.

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# TRANSPORTATION

Major thoroughfares can be improved by providing greater capacity and efficiency. This is accomplished by improving intersections and roadway sections. Intersections are improved by the installation of through and turning lanes, curbs and realignments. Many of the major two-lane and three-lane thoroughfares are over capacity, creating lengthy backups of traffic especially at peak hours. These roadway sections are considered for expansion in order to minimize congestion and improve turning movements. In addition, major road repair is an essential component of a well-managed transportation system. Major road repairs usually involve base reconstruction and resurfacing.

Local roads also require attention. Recent paving and resurfacing programs have done much to reduce maintenance costs and improve the local road system. The success of these programs is in large part due to the CIP process and residents' support of financing local road improvements through special assessment districts. Once paved, local roads require on-going scheduled maintenance to ensure their longevity.

The gas and weight tax, commonly referred to as Act 51 road funds, is the primary source of revenue collected by the State. Those funds have not been able to keep pace with the demands for improvement to an aging road system. Costs for labor, material, and equipment to improve roads have increased. Budget constraints at the State and County levels have shifted a disproportionate financial burden on municipalities and as a result, a road millage was put on the ballot and approved by the residents of Farmington Hills during the November 2014 Election. This funding is essential to maintain and improve the quality of the City road network.

## Major Roads

The Department of Public Services has developed a list of major road and intersection improvements that are recommended to satisfy the needs of the motoring public in Farmington Hills. The City has also identified safety improvements that must be completed to satisfy issues of poor alignment, varying roadway widths, and non-continuous pavements.

The list of major road projects was prepared using data received from various sources. The data includes projects previously planned but not constructed, resident input, pavement evaluation (PASER Rating) asset management principles, traffic counts along major roads, plans by the Road Commission for Oakland County, and ongoing plans for major road and freeway improvements which are still under consideration. In general, the projects outlined in this year's CIP provide the following benefits to the community:

- Assure that roadways provide improved efficiency and safety for motorists.
- Assure that intersections minimize traffic congestion and allow for smooth handling of turning movements.
- Minimize lengthy backups of traffic especially during the peak hours of the day.

- Make traveling more convenient and safer by providing paved roadways in place of gravel roadways.
- Maintain the natural features when possible while improving the roadways.
- Integrate Road Commission for Oakland County plans with City plans to have a coordinated and efficient street system.
- Correct intersection alignment for improved traffic flow and possible reduction in traffic accidents.
- Reduce the environmental impact of dust and noise pollution.
- Reduce road maintenance cost.
- Use best practices and asset management principles to increase the life of existing pavements and improve the condition of the network as a whole.
- Improve access to freeways by examining the effectiveness of the interchanges.
- Coordinate road improvements with the City's Master Plan for Future Land Use.

### Local Roads

Historically, the residents have initiated local road improvements. Many miles of local roads have been reconstructed through the special assessment district process. The success of this approach was dependent upon the residents initiating a paving project in accordance with City Charter. Typically, the City participated up to 20% of the paving cost (per City Charter).

Based on the local road millage that was approved in November of 2018, funds will now be available for reconstruction as well as additional preventative maintenance and pavement preservation treatments. Approval of the local road millage eliminates the need for the special assessment process and allows the roads to be assessed and programmed for treatments in a cost-effective manner at the appropriate point in its life cycle.



# PROPOSED TRANSPORTATION PROJECTS

1. **Gravel to Pave Conversion (Local Roads)**

The City currently has over 20 miles of local gravel roads. As part of the recently approved road millage there will be funds programmed annually to fund a project to convert an existing local gravel roadway to pavement. These projects will be initiated through a petitioning effort by the residents of the roadway in question.

2. **Local Road Reconstruction, (See Local Road spreadsheet)**

Local road systems with a PASER rating of 2.75 or less are prioritized and placed in a program that will consider their reconstruction in the upcoming years. These prioritized ratings are reviewed on a regular basis. The updated list of Local Road considerations are on a 5-year projection and are included directly after the Major Road Transportation CIP spreadsheet. Recently the residents of Farmington Hills approved a local road millage that replaces the Special Assessment process and funds reconstruction of local roadway.

3. **Tri-Party TBD**

The Tri-Party program provides one-third funding from each of the following: City, Road Commission for Oakland County and Oakland County Board of Commissioners. Tri-party funding has recently been increased from  $\pm$  \$150,000/year to  $\pm$  \$300,000/year. This funding is sometimes allowed to accrue over several years to help fund a larger project. Requirements are that the work be on a County road. Currently the City is planning to utilize existing funds for part of the City's contribution to the Orchard Lake Road project from Thirteen Mile to Fourteen Mile Road listed below.

4. **Major Road Capital Preventative Maintenance Projects (See Major Road Capital Preventative Maintenance spreadsheet)**

These projects are intended to provide a nonstructural, thin overlay on a major roadway to cost effectively extend its useful life. It may include a milling off of the surface and some base repair.

5. **Industrial/Commercial Road Rehabilitation (See Industrial/Commercial Spreadsheet)**

Industrial roads with a PASER rating less than 2.75 are prioritized and placed on a list for reconstruction. These prioritized ratings are reviewed on a regular basis. The updated list of Industrial Park projects is described on the enclosed spreadsheet.

6. **Signal Modernization**

Modernization of the traffic signals at 14 Mile Road and Inkster Road, 9 Mile Road and Gill Road, and 9 Mile Road and Drake Road. This project includes construction of new box

spans, pedestrian signal upgrades, upgrades for ADA compliance, and installation of new controllers and electrical components.

7. **Eleven Mile Road, Farmington Road to Orchard Lake Road**

Reconstruction/rehabilitation of this mile of roadway.

8. **Nine Mile Road, Drake Road to Gill Road**

Reconstruction of this mile of roadway.

9. **Nine Mile Road, Gill Road to Farmington Road**

Reconstruction/rehabilitation of this mile of roadway.

10. **Nine Mile Road, Walsingham Drive to Drake Road**

Reconstruction of this mile of roadway.

11. **Folsom Road, Nine Mile Road to Orchard Lake Road**

Reconstruction of this mile of roadway.

12. **Halsted Road, Eight Mile Road to Nine Mile Road**

Reconstruction/rehabilitation of this mile of roadway.

13.. **Drake Road, Nine Mile Road to M-5**

Reconstruction/rehabilitation of this section mile of roadway.

14. **Halsted Road, Twelve Mile Road to Fourteen Mile Road**

Reconstruction/rehabilitation of this section of roadway.

15. **Farmington Road, Thirteen Mile Road to Fourteen Mile Road**

Reconstruction/rehabilitation of this mile of roadway.

16. **Metroview Drive, Eight Mile Road to Green Hill Road**

Reconstruction/rehabilitation of this mile of roadway

17. **Shiawassee Road, Inkster Road to Middlebelt Road**

Reconstruction/rehabilitation of this mile of roadway.

18. **Tuck Road, Folsom Road to Eight Mile Road**

Reconstruction/rehabilitation of this mile of roadway.

**TRANSPORTATION**

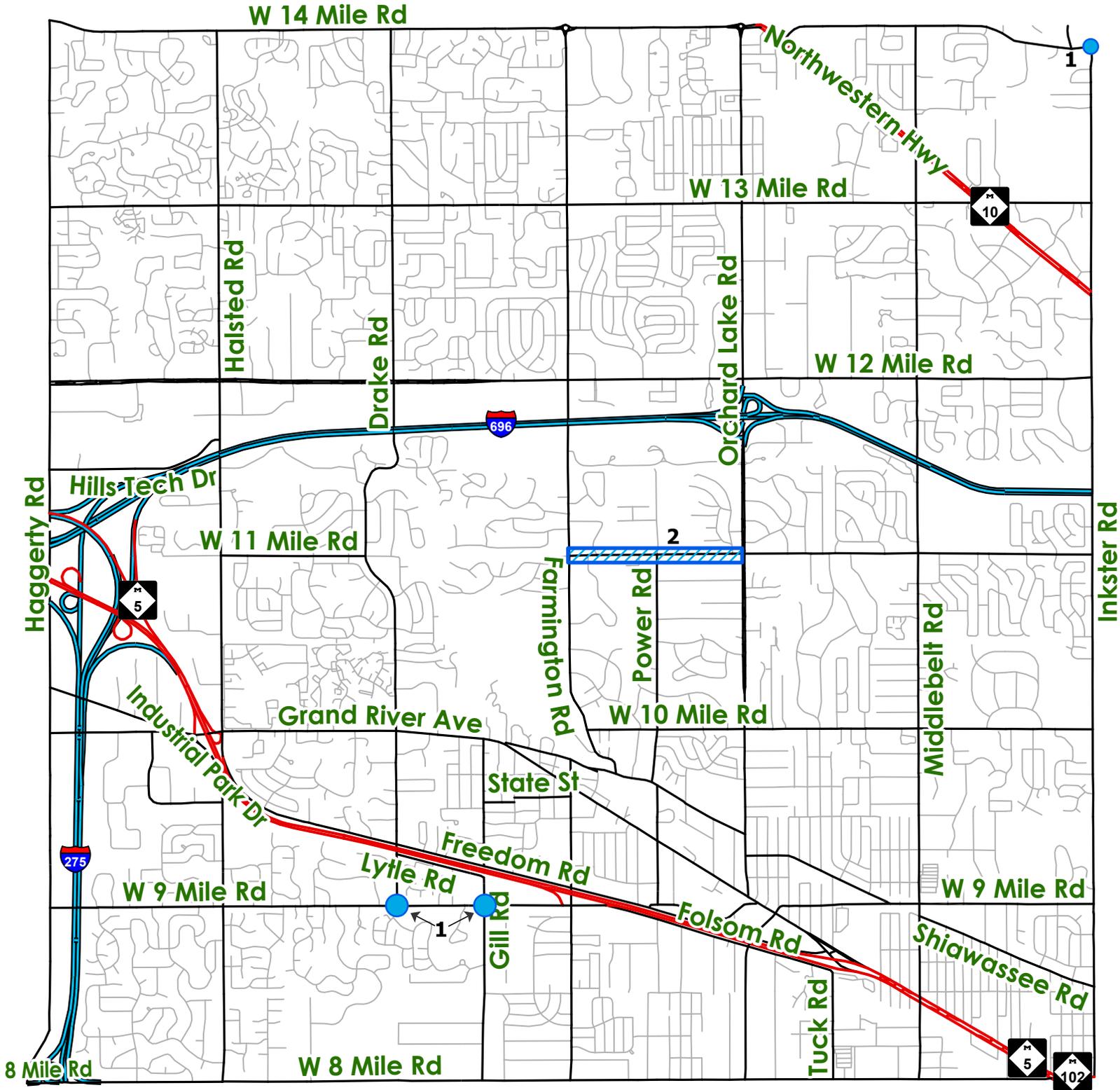
Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.						
						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE
1	Gravel to Pave Conversion (Local Roads)	6,000,000	6,000,000	NC	100% City	1,000 WGM	1,000 WGM	1,000 WGM	1,000 WGM	1,000 WGM	1,000 WGM	
2	Local Road Reconstruction, (See Local Road spreadsheet)	68,270,000	68,270,000	NC	100% City	12,730 WGM	12,000 WGM	11,600 WGM	10,500 WGM	10,300 WGM	11,140 WGM	
3	Tri-Party TBD	2,070,000	690,000	NC	33% City 33% OC 33% RCOC	115 WGM	115 WGM	115 WGM	115 WGM	115 WGM	115 WGM	
4	Major Road Capital Preventative Maintenance Projects (See Major Road Capital Preventative Maintenance spreadsheet)	7,810,000	7,810,000	NC	100% City	2,000 WGM	650 WGM	920 WGM	1,500 WGM	840 WGM	1,900 WGM	
5	Industrial/Commercial Rd Rehabilitation (See Industrial/Commercial spreadsheet)	16,380,000	16,380,000	NC	100% City	6,000 WGM	5,000 WGM	800 WGM	1,100 WGM	1,680 WGM	1,800 WGM	
6	Signal Modernization	840,000	240,000	NC	72% FG City 38%	240 WGM						
7	Eleven Mile Road, Farmington Road to Orchard Lake Road	4,600,000	4,600,000	NC	100% City	4,600 WGM						
8	Nine Mile Road, Drake Road to Gill Road	2,700,000	2,700,000	NC	100% City		2,700 WGM					
9	Nine Mile Road, Gill Road to Farmington Road	2,700,000	2,700,000	NC	100% City		2,700 WGM					
10	Nine Mile Road, Walsingham Drive to Drake Road	2,700,000	2,700,000	NC	100% City			2,700 WGM				
11	Folsom Road, Nine Mile Road to Orchard Lake Road	3,100,000	3,100,000	NC	100% City			3,100 WGM				
12	Halsted Road, Eight Mile Road to Nine Mile Road	4,600,000	4,600,000	NC	100% City				4,600 WGM			
13	Drake Road, Nine Mile Road to M-5	950,000	950,000	NC	100% City				950 WGM			
14	Halsted Road, Twelve Mile Road to Fourteen Mile Road	3,500,000	1,500,000	NC	60% FG 40% City					1,500 WGM		
15	Farmington Road, Thirteen Mile Road to Fourteen Mile Road	5,000,000	3,000,000	NC	60% FG 40% City					3,000 WGM		
16	Metroview Drive, Eight Mile Road to Green Hill Road	1,400,000	1,400,000	NC	100% City					1,400 WGM		
17	Shiawassee Road, Inkster Road to Middlebelt Road	4,400,000	4,400,000	NC	100% City						4,400 WGM	
18	Tuck Road, Folsom Road to Eight Mile Road	2,500,000	2,500,000	NC	100% City						2,500 WGM	
<b>SUB-TOTAL:</b>		<b>\$ 139,620,000</b>	<b>\$ 133,640,000</b>	<b>NC</b>		<b>26,685</b>	<b>24,165</b>	<b>20,235</b>	<b>19,765</b>	<b>19,835</b>	<b>22,855</b>	

FG: Federal Grant  
O: Other  
OC: Oakland County  
NC: No Change  
SG: State Grant  
RCOC: Road Commission for Oakland County  
WGM: Weight & Gas Revenue & Millage

\* This chart shows the identified public structures and improvements in the general order of their priority.

Revised: 3-16-2023

# 2023/2024 Major Road Projects



1. Signal Modernization
2. Eleven Mile Road, Farmington Road to Orchard Lake Road

Note: This map is a planning document and is subject to change. The priority level of a project may move up or down based on funding and how fast the pavement is deteriorating.

**LOCAL ROADS**

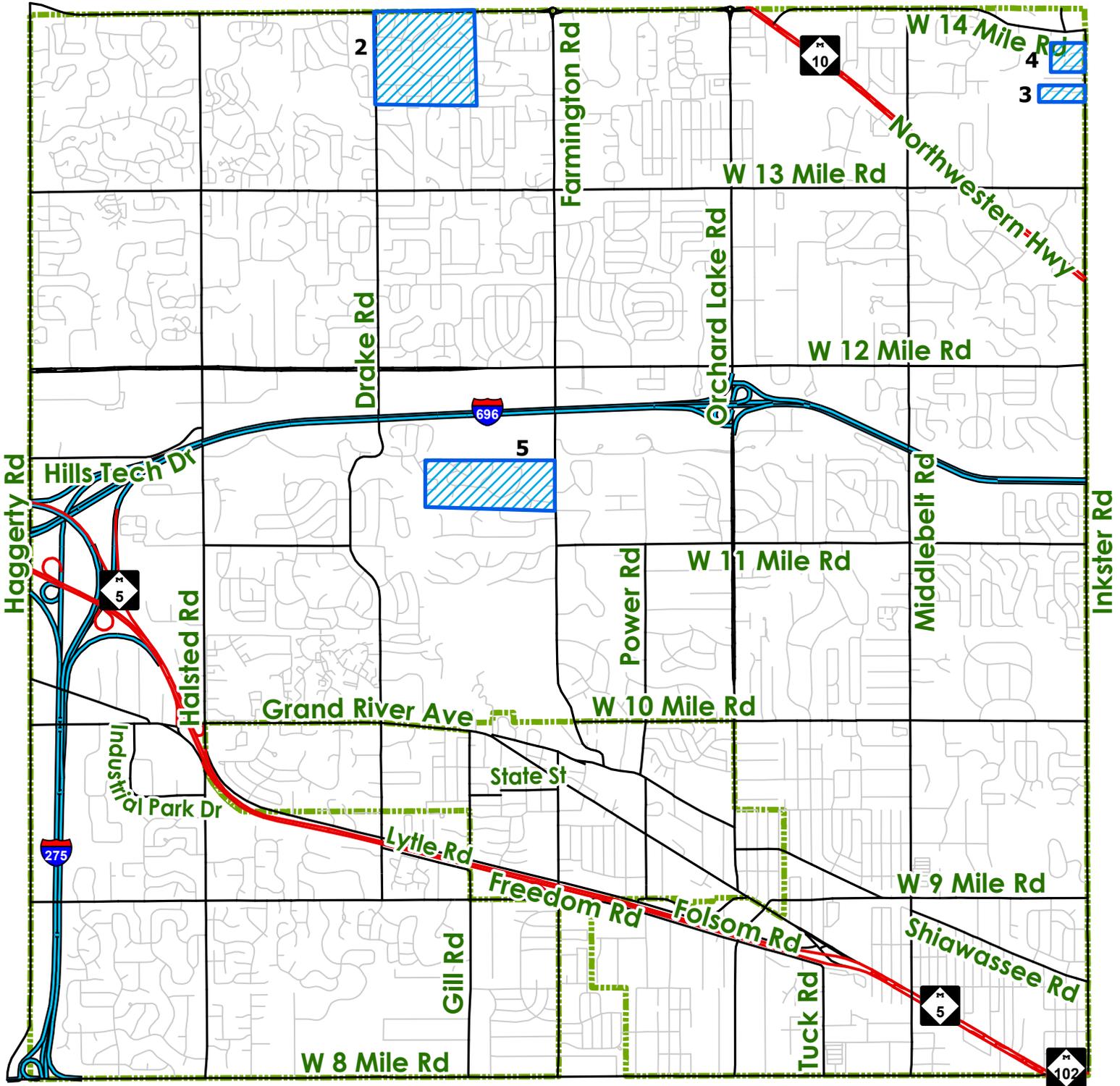
Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.						
						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE
1	Local Road Capital Preventative Maintenance Projects	6,000,000	6,000,000	NC	100% City	1,000 M	1,000 M	1,000 M	1,000 M	1,000 M	1,000 M	
2	Heritage Hills/Wedgewood Commons Phases 4 & 5	11,000,000	11,000,000	NC	100% City	5,500 M	5,500 M					
4	Fairgreen Hills (Fairway Hills Dr.)	650,000	650,000	NC	100% City	650 M						
5	Coventry (Scottsdale Rd.)	830,000	830,000	NC	100% City	830 M						
6	Supervisor's Plat of Quaker Valley Farms	4,750,000	4,750,000	NC	100% City	4,750 M						
7	Country Corner (Gramercy Ct.)	500,000	500,000	NC	100% City		500 M					
8	Richland Gardens Area Project	15,000,000	15,000,000	NC	100% City		5,000 M	5,000 M	5,000 M			
9	Woodcreek Hills Subdivision	5,600,000	5,600,000	NC	100% City			5,600 M				
10	Supervisor's Sub #8 (Goldsmith)	1,500,000	1,500,000	NC	100% City				1,500 M			
11	Barbizon Estates	3,000,000	3,000,000	NC	100% City				3,000 M			
12	Farmington Hills Subdivision (Broadview Dr., Dohany Dr.)	3,500,000	3,500,000	NC	100% City					3,500 M		
13	Camelot Courts / Farm Meadows Subdivision	8,800,000	8,800,000	NC	100% City					4,400 M	4,400 M	
14	Franklin Fairways	1,400,000	1,400,000	NC	100% City					1,400 M		
15	Greencastle Subdivision	4,200,000	4,200,000	NC	100% City						4,200 M	
16	Hunters Pointe Colony	840,000	840,000	NC	100% City						840 M	
17	Trestain (Part of Trestain Farms)	700,000	700,000	NC	100% City						700 M	
<b>SUB-TOTAL:</b>		<b>\$68,270,000</b>	<b>\$68,270,000</b>	<b>NC</b>		<b>12,730</b>	<b>12,000</b>	<b>11,600</b>	<b>10,500</b>	<b>10,300</b>	<b>11,140</b>	

NC: No Change  
M: Millage

\* This chart shows the identified public structures and improvements in the general order of their priority.

Revised: 3-16-2023

# 2023/2024 Local Road Projects



1. Local Road Capital Preventative Maintenance Projects - To Be Determined
2. Heritage Hills/Wedgewood Commons Phase 4 & 5
3. Fairgreen Hills (Fairway Hills Dr.)
4. Coventry (Scottsdale Rd.)
5. Supervisor's Plat of Quaker Valley Farms

Note: This map is a planning document and is subject to change. The priority level of a project may move up or down based on funding.

**INDUSTRIAL/COMMERCIAL ROADS**

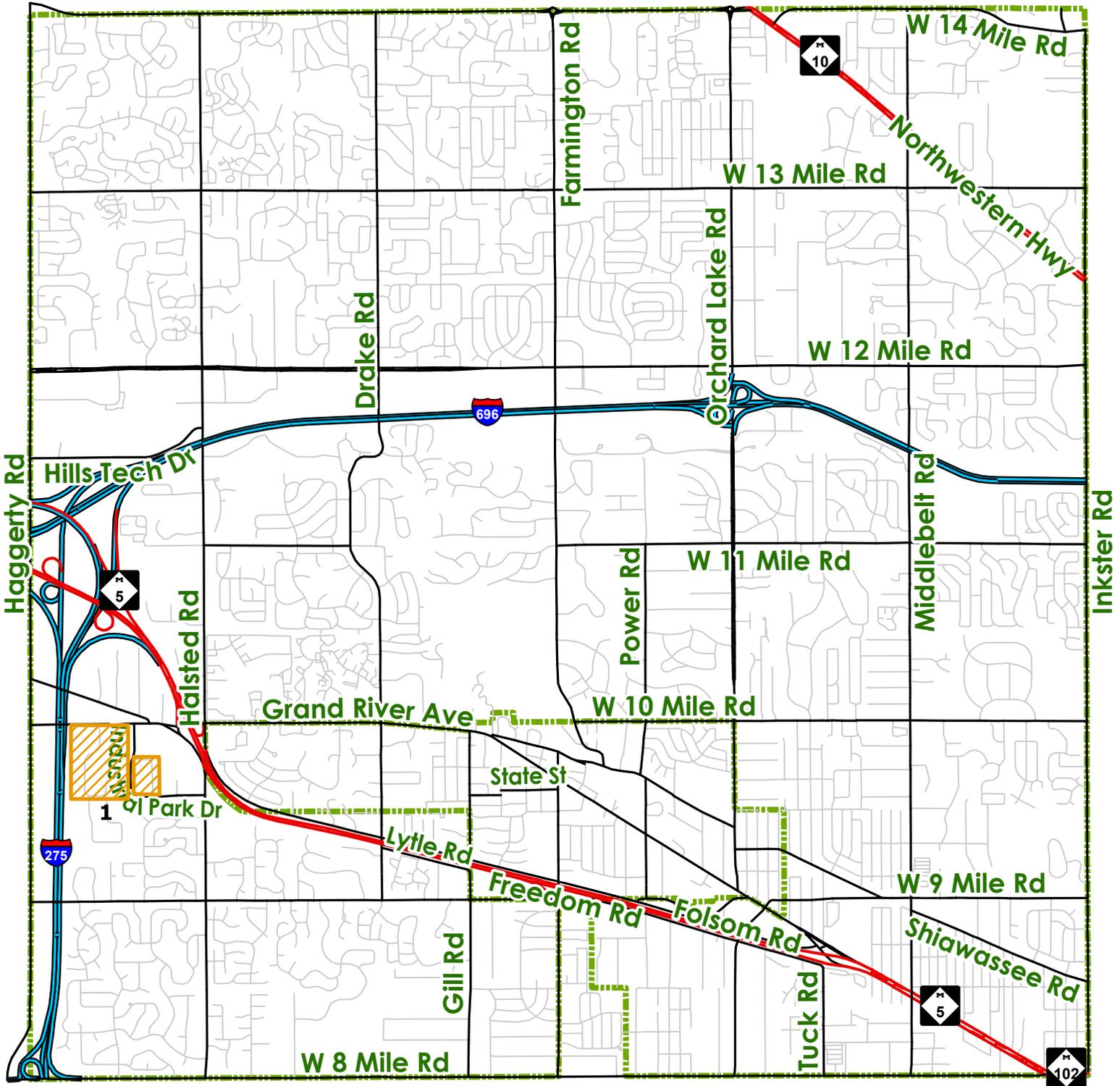
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						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE	
1	Farmington Freeway Industrial Park, Phase 2	6,000,000	6,000,000	NC	100% City	6,000 WGM							
2	Farmington Freeway Industrial Park, Phase 3	5,000,000	5,000,000	NC	100% City		5,000 WGM						
3	Farmington Hills IRO Park North (Enterprise Ct.)	800,000	800,000	NC	100% City			800 WGM					
4	Sinacola Industrial Park	1,100,000	1,100,000	NC	100% City				1,100 WGM				
5	North Industrial Drive	1,680,000	1,680,000	NC	100% City					1,680 WGM			
6	Hallwood/Hallwood Court	1,800,000	1,800,000	NC	100% City						1,800 WGM		
<b>TOTAL:</b>		<b>\$16,380,000</b>	<b>\$16,380,000</b>	<b>NC</b>		<b>6,000</b>	<b>5,000</b>	<b>800</b>	<b>1,100</b>	<b>1,680</b>	<b>1,800</b>	<b>0</b>	

WGM: Weight & Gas Revenue & Millage

\* This chart shows the identified public structures and improvements in the general order of their priority.

Revised: 3-16-2023

# 2023/2024 Industrial Road Projects



1. Farmington Freeway Industrial Park, Phase 2

Note: This map is a planning document and is subject to change. The priority level of a project may move up or down based on funding.

\*Projects are referencing CIP Tables.

**MAJOR ROAD CAPITAL PREVENTIVE MAINTENANCE**

Reference No.	PROJECT	TOTAL COST	CITY COST	MAINTENANCE COSTS	PROJECTED FUNDING & SOURCE	City Cost figures shown are in thousands of dollars.							
						2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	FUTURE	
1	Freedom Road, Drake Road to Gill Road	640,000	640,000	NC	100% City	640 M							
2	Freedom Road, Maple Street to Grand River Ave	1,360,000	1,360,000	NC	100% City	1,360 M							
3	Freedom, City Limits to Drake	650,000	650,000	NC	100% City		650 M						
5	Independence, Middlebelt Road to Ontaga	920,000	920,000	NC	100% City			920 M					
4	Drake Road, Eleven Mile Road to Twelve Mile Road	1,500,000	1,500,000	NC	100% City				1,500 M				
6	Gill/Lytle, Drake Road to Nine Mile Road	840,000	840,000	NC	100% City					840 M			
7	Farmington Road, Eleven Mile Road to Twelve Mile Road	1,900,000	1,900,000	NC	100% City							1,900 M	
	<b>TOTAL:</b>	<b>\$7,810,000</b>	<b>\$7,810,000</b>	<b>NC</b>		<b>2,000</b>	<b>650</b>	<b>920</b>	<b>1,500</b>	<b>840</b>	<b>1,900</b>		

NC: No change  
M: Millage

\* This chart shows the identified public structures and improvements in the general order of their priority.

Revised: 3-16-2023

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**REPORT TO THE CITY COUNCIL FROM THE CITY MANAGER – APRIL 10, 2023**

**SUBJECT:** Introduction and First Reading of the revised Pension Ordinance (47th District Court)

**ADMINISTRATIVE SUMMARY:**

On January 23rd, 2023, the City Council approved an amendment to the City's Pension Ordinance to fulfill the request of 47th District Court Administrator Stacy Parke, on behalf of Court leadership, to have recent retirement benefit changes extended to 47th District Court General Exempt employees.

Unfortunately, an error was made in the drafting of Section 2-370 (a) through (d) of the Ordinance that was approved by City Council. This particular subsection governs the provision of Annuity Withdrawal discount rates for the "Form of Payment D – Life payments with annuity withdrawal".

The Amendment would correct Section 2-370 in the following ways:

- Remove Group J from section (a)
- Add Group J to section (c) (which covers retirements which commence on or after July 1, 2023)
- Add Group J to section (d) (which covers retirements which commence on or after July 1, 2024)

District Court Exempt employees (referred to in the Ordinance as "Benefit Group J") were erroneously placed in subsection (a). Benefit Group J should have been placed in subsections (c) and (d), which is the section for the City's General Exempt employee Benefit Group G (among other groups). Benefit Group J employees have traditionally followed the benefits offered to the City's General Exempt employee Benefit Group G.

**Financial Impact:** there is no financial impact to this correction, since it will align the Ordinance with the actuarial Costing provided to the City Council in January 2023.

**RECOMMENDATION:**

That the City Council introduce the above Ordinance for a First Reading; with Second Reading and Adoption to occur at the City Council's April 24, 2023 meeting.

Submitted by: Thomas C. Skrobola, Finance Director/Treasurer

Reviewed by: Stacy Parke, 47th Court Administrator, Gary Mekjian, City Manager

**CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND THE CITY OF FARMINGTON HILLS CODE OF ORDINANCES, CHAPTER 2 - ADMINISTRATION, ARTICLE V. EMPLOYEE BENEFITS, DIVISION 2 - EMPLOYEES RETIREMENT SYSTEM, TO PROVIDE FOR AMENDMENT OF RETIREMENT BENEFITS AND TO EXTEND CONSISTENT BENEFITS TO EXEMPT EMPLOYEES OF THE 47TH DISTRICT COURT.**

**THE CITY OF FARMINGTON HILLS ORDAINS:**

**Section 1 of Ordinance.**

**The Farmington Hills City Code, Chapter 2, "Administration," Article V, "Employee Benefits," Division 2, "Employees Retirement System," is hereby amended to amend existing Section 2-370 as follows:**

**DIVISION 2. – EMPLOYEES RETIREMENT SYSTEM**

**Sec. 2-370. Form of payment of a pension.**

A member or vested former member may elect to have pension payments made under any one (1), and only one (1), of the following forms of payment, except that form of payment D may be elected in conjunction with any other form of payment.

The election and naming of a survivor beneficiary must be made on a form furnished by and filed with the retirement system prior to the date the first pension payment is made. An election of form of payment may not be changed on or after the date the first pension payment is made. A named survivor beneficiary may not be changed on or after the date the first pension payment is made, except that a named survivor beneficiary may be changed, or may be more than one (1) person, only if form of payment SL is elected. A named survivor beneficiary must have an insurable interest in the life of the member or vested former member when named. Payment shall be made under form of payment SL if there is not a timely election of another form of payment.

The amount of pension under forms of payment A, B, C and D shall have the same actuarial present value, computed as of the effective date of the pension, as the amount of pension under form of payment SL.

*Form of payment SL—Straight life pension.* The retired member is paid a pension for life under form of payment SL. All payments stop upon the death of the retired member.

*Form of payment A—Life payments with full continuation to survivor beneficiary.* The retired member is paid a reduced pension for life under form of payment A. Upon the death of the retired member during the lifetime of the named survivor beneficiary, the named survivor beneficiary is paid a pension until death in the same amount the retired member was receiving. Should the named survivor beneficiary die before the retired member, the retired member's pension shall be recomputed (pop-up) to a straight life pension (form of payment SL).

*Form of payment B—Life payments with three-quarters ( $\frac{3}{4}$ ) continuation to survivor beneficiary.* The retired member is paid a reduced pension for life under form of payment B. Upon the death of the retired member during the lifetime of the named survivor beneficiary, the named survivor beneficiary is paid a pension until death of three-quarters ( $\frac{3}{4}$ ) the amount the retired member was receiving. Should the named survivor beneficiary die before the retired member, the retired member's pension shall be recomputed (pop-up) to a straight life pension (form of payment SL).

*Form of payment C—Life payments with one-half ( $\frac{1}{2}$ ) continuation to survivor beneficiary.* The retired member is paid a reduced pension for life under form of payment C. Upon the death of the retired member during the lifetime of the named survivor beneficiary, the named survivor beneficiary is paid a pension until death of one-half ( $\frac{1}{2}$ ) the amount the retired member was receiving. Should the named survivor beneficiary die before the retired member, the retired member's pension shall be recomputed (pop-up) to a straight life pension (form of payment SL).

*Form of payment D—Life payments with annuity withdrawal.* The retired member is paid at retirement the retired member's accumulated member contributions, as defined by city policy or collective bargaining agreement; and a reduced pension for life thereafter under form of payment D. Contributions made pursuant to section 2-300(b), as well as any other contributions deposited to purchase credited service, shall not be refunded. The pension shall be reduced by the amount for which the actuarial present value shall be equal to the amount of accumulated member contributions withdrawn. The actuarial present value of the pension reduction shall be computed using (i) the mortality tables and blending percentages adopted by the retirement board for this purpose; and (ii) the interest rate prescribed by the following:

- (a) Benefit Group A ~~and J~~ – The interest rate established by the Board of Trustees using the PBGC formula, except as prescribed below:
  - i. For retirements that begin on or after July 1, 2023: 2.5%
  - ii. For retirements that begin on or after July 1, 2024: 2.5%
  - iii. For retirements that begin on or after July 1, 2025: 2.7%
  - iv. For retirements that begin on or after July 1, 2026: 3.3%
  - v. For retirements that begin on or after July 1, 2027: 3.9%
  - vi. For retirements that begin on or after July 1, 2028: 4.5%
  - vii. For retirements that begin on or after July 1, 2029: 5.1%
  - viii. For retirements that begin on or after July 1, 2030: 5.7%
  - ix. For retirements that begin on or after July 1, 2031: 6.0%
  
- (b) Benefit Group C – For members promoted into Benefit Group C prior to December 31, 2023, the interest rate shall be equal to 2%, or the interest rate established by the Board of Trustees using the PBGC formula, whichever is lower. For members promoted into Benefit Group C on or after January 1, 2024, the interest rate shall be equal to 6%.
  
- (c) Benefit Groups D, E, G, J & T – The interest rate shall be established by the Board of Trustees, except as prescribed below:
  - i. For retirements that begin on or after July 1, 2023: 1.5%

- (d) Benefit Groups D, E, G, J P & T – The interest rate shall be established by the Board of Trustees, except as prescribed below:
- i. For retirements that begin on or after July 1, 2024: 2.1%
  - ii. For retirements that begin on or after July 1, 2025: 2.7%
  - iii. For retirements that begin on or after July 1, 2026: 3.3%
  - iv. For retirements that begin on or after July 1, 2027: 3.9%
  - v. For retirements that begin on or after July 1, 2028: 4.5%
  - vi. For retirements that begin on or after July 1, 2029: 5.1%
  - vii. For retirements that begin on or after July 1, 2030: 5.7%
  - viii. For retirements that begin on or after July 1, 2031: 6.0%
- (e) Benefit Group F - For members hired prior to June 1, 2008, and for retirements that occur between July 1, 2023, and July 1, 2033, the interest rate shall be equal to 2%, or the interest rate established by the Board of Trustees using the PBGC formula, whichever is lower. For members hired on or after July 1, 2008, the interest rate shall be equal to 6% effective July 1, 2022.

If form of payment D is elected in conjunction with form of payment SL, the reduced form of payment D pension will stop upon the death of the retired member. If form of payment D is elected in conjunction with form of payment A or form of payment B or form of payment C, the reduced form of payment D pension will be further reduced for the election of form of payment A, B or C. Upon the death of the retired member during the lifetime of the named survivor beneficiary, the named survivor beneficiary is paid a pension until death equal to the applicable fraction of the amount the retired member was receiving. Should the survivor beneficiary die before the retired member, the retired member's pension shall be recomputed (pop-up) to a reduced form of payment D straight life pension.

A form of payment D election shall be made on a form furnished by and filed with retirement system. The elected refund shall be paid by the later of (i) thirty (30) days after the date of retirement and (ii) sixty (60) days after the filing with the retirement system of a valid election for such refund. Payments shall be made in accordance with and subject to Internal Revenue Code rules and regulations.

**Section 3 of Ordinance. Repealer.**

Subject to the savings clause in Section 4 of this Ordinance, the Sections of Chapter 2, Article V, Division 2 and Division 3, of the Farmington Hills City Code, that existed prior to and are amended by this Ordinance, and all other Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect, and the Farmington Hills Ordinance Code shall remain in full force and effect, amended only as specified above.

**Section 4 of Ordinance. Savings.**

All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law in force when they were commenced.

**Section 5 of Ordinance. Severability.**

If any section, clause or provision of this Ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any Court of competent jurisdiction, such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

**Section 6 of Ordinance. Effective Date.**

The provisions of this Ordinance are hereby ordered to take effect on the date provided by applicable law following publication.

**Section 7 of Ordinance. Enactment.**

This Ordinance is declared to have been enacted by the City Council of the City of Farmington Hills at a meeting called and held on the \_\_\_\_ day of \_\_\_\_\_, 2023, and ordered to be given publication in the manner prescribed by law.

- AYES:
- NAYES:
- ABSTENTIONS:
- ABSENT:

STATE OF MICHIGAN    )  
   )ss  
 COUNTY OF OAKLAND    )

I, the undersigned, the qualified and acting City Clerk of the City of Farmington Hills, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the ordinance adopted by the City Council of the City of Farmington Hills at a meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2023, the original of which is on file in my office.

\_\_\_\_\_  
 \_\_\_\_\_, City Clerk  
 City of Farmington Hills

- Introduced:
- Adopted:
- Effective:
- Published:

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL – April 10, 2023**

**SUBJECT:** Consideration of Award of Contract for the Hull Road Gravel Road Conversion Project in Section 22

**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. A portion of the funding generated from this millage is designated for the conversion of gravel roads to hard surface pavement where it is requested by a majority of the property owners.
- In March 2019, City Council adopted the Policy for Converting Gravel Public Roads to Paved Roads.
- Since that time, several gravel roads have gone through the procedure to convert a gravel road to pavement. Hull Road received its authorization by City Council on February 24, 2020, after an informational meeting, submittal of a majority petition, and a public hearing.
- The City Engineering Division hired an engineering consultant to prepare construction documents, including plans and specifications, for bidding.
- The existing gravel roadway will be removed, and the road will be paved to public local road standards with an asphalt surface on a new aggregate stone base. Drainage improvements which involve ditching within the right of way is included as part of this design.
- The project was publicly bid and advertised on the Michigan Intergovernmental Trade Network (MITN) with bids opened on March 10, 2023.
- The lowest bidder who has demonstrated the ability to complete the work is Florence Cement Company. Their bid was in the amount of \$1,111,055.10.
- Construction is anticipated to begin in May 2023 with completion by October 2023.

**RECOMMENDATION**

IT IS RESOLVED, the Hull Road Gravel Road Conversion Project be awarded to the lowest competent bidder, Florence Cement Company., in the amount of \$1,111,055.10 and

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

**SUPPORT DOCUMENTATION**

On March 10, 2023, nine (9) bids were received for the above-referenced project (see Bid Summary). The low bid is competitive with current prices in today’s market.

Florence Cement Company has performed work for the City of Farmington Hills as a prime contractor and subcontractor providing concrete pavement in the last few years. These projects include Independence Commons, Stone Creek and Westlake, Heritage Hills and Wedgwood Commons phase 1 & 2. Their concrete work has been satisfactory. Regarding asphalt work, they were the prime contractor for the RockRidge Lane Road Project in 2022 and they were recently in February 2023 awarded the 14 Mile Road Rehabilitation Project from Drake Road to Farmington Road through the MDOT bid letting system. Additionally, they have successfully completed asphalt projects for other government agencies including projects for the Michigan Department of Transportation, the City of Novi, and the City of Birmingham. It is our opinion they can adequately perform the work as outlined in the contract.

A mailing notice will be sent to all residents and 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 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.

**BID SUMMARY**

<b><u>CONTRACTOR</u></b>	<b><u>TOTAL</u></b>
<b>Florence Cement Company. Shelby Township, MI</b>	<b>\$1,111,055.10*</b>
Anglin Civil, LLC Livonia, MI	\$1,153,991.00
Asphalt Specialists, Inc. Pontiac, MI	\$1,221,216.00
Fonson Company Inc. Brighton, MI	\$1,229,102.36
Nagle Paving Company Novi, MI	\$1,288,315.20*
Springline Excavating, LLC Farmington Hills, MI	\$1,289,391.45
T & M Asphalt Paving Inc. Milford, MI	\$1,307,808.00
Artisan Contracting LLC Highland, MI	\$1,334,540.00*
HMC, LLC Sterling Heights, MI	\$1,428,706.25

Table Description: Summary of bid results for the Hull Road Improvement Project  
 \*Corrected Total

Prepared by: Shon’Quase Dawkins, Civil engineer I

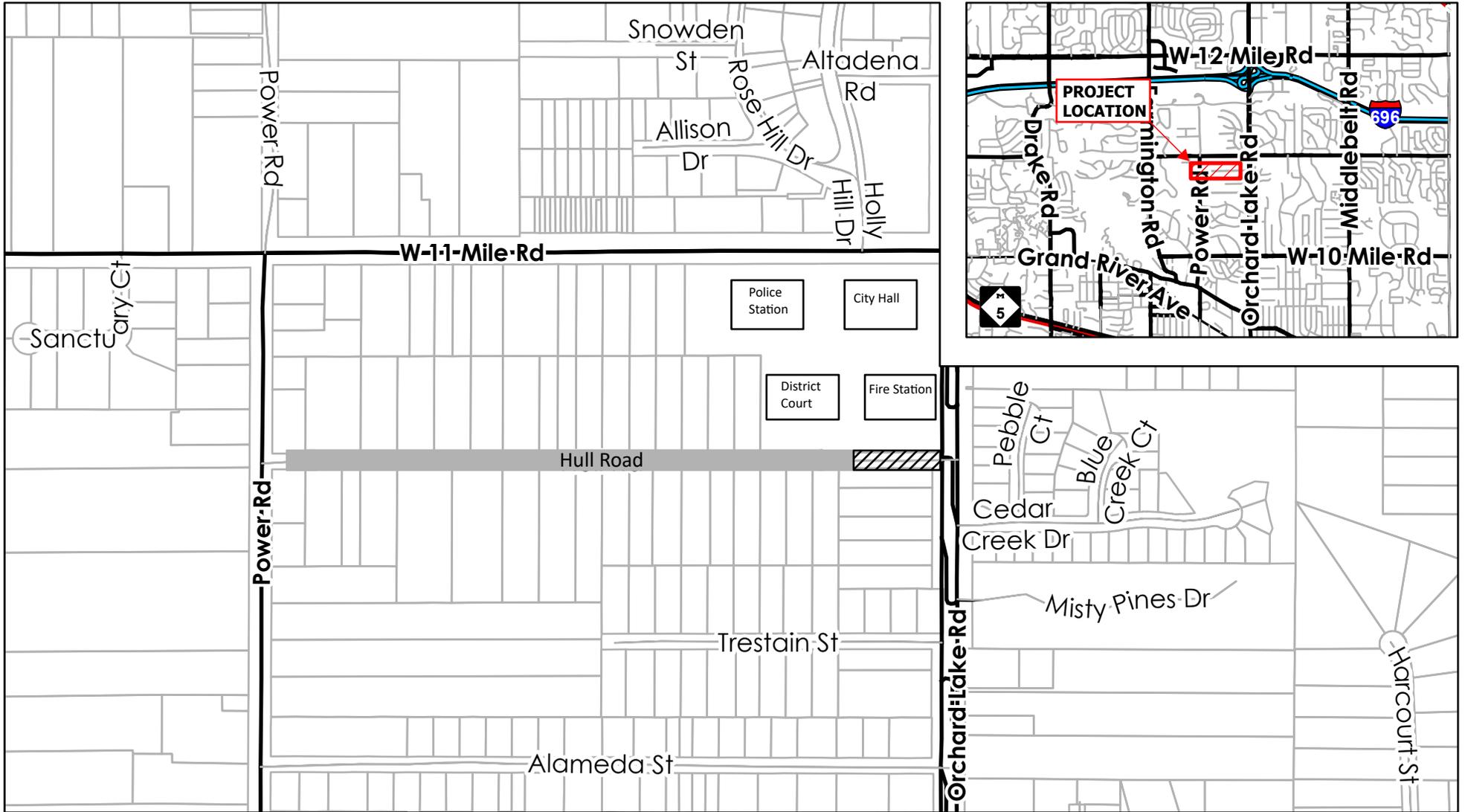
Reviewed by: James Cubera, P.E., City Engineer

Departmental Authorization by: Karen Mondora, P.E., Director of Public Services  
 Kelly Monico, Director of Central Services

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

# City of Farmington Hills

## Hull Road - Gravel to Asphalt Conversion



### Legend

-  Road Conversion Area
-  Existing Concrete Area

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL – April 10, 2023**

**SUBJECT:** Consideration of Award of Contract for the 2023 Local Roads HMA Rehabilitation Project – Halsted Commons Subdivision

**ADMINISTRATIVE SUMMARY:**

- This project includes removal of approximately 3.5” - 5” of asphalt, performing base repair and placing 3.5” - 5” of new asphalt on in Halsted Commons Subdivision (Lantern Ct, Mckenzie Ct, Weathervane Ave).
- The project was publicly bid and advertised on the Michigan Inter-Governmental Trade Network (MITN) with bids opened on March 17, 2023. A total of nine (9) bids were received.
- With the road millage approvals in the fall of 2014 and 2018, the City has developed a pavement asset management program for its local road network. The scope of this project is considered heavy maintenance that is considered on roads that have a current PASER rating in the range of 4 to 6 (FAIR) to extend their useful life.
- The lowest bid submitted by Nagle Paving Company was in the amount of \$586,979.23.
- Construction is anticipated to commence as early as May and once started will be completed within 75 days.

**RECOMMENDATION:**

IT IS RESOLVED, the 2023 Local Roads HMA Rehabilitation Project for Halsted Commons Subdivision be awarded to the lowest competent bidder, Nagle Paving Company, in the amount of \$586,979.23, and

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

**SUPPORT DOCUMENTATION:**

With the approval of the road millages in the fall of 2014 and 2018, the City has been able to significantly increase the maintenance funding on its roadways for both the local and major road infrastructure. Each year the City completes asphalt replacement, joint sealing and over banding, which addresses minor patches and cracks. These programs are normally used in areas where the PASER rating is greater than 6 to extend their useful life.

Along with addressing paved roads in good condition, the City also needs to address roads in fair condition before they degrade to poor condition and then need to be considered for reconstruction. These are roads with a PASER rating between 4.00 and 6.00. On these roads, we typically provide heavy maintenance which includes overlay work, mill and fill work, and full pavement replacement while maintaining the existing base. For this project because the base aggregate is still stable, and there is approximately 12” of existing asphalt, 3.5” - 5” of asphalt replacement with was the chosen option. Please note that many candidate roads were reviewed and analyzed by the City and our consultants.

Nagle Paving Company has previously completed many projects for the City of Farmington Hills. In 2020 they completed Stonewood Court Road rehabilitation project. In 2021 and 2022, Nagle Paving company completed the mill and fill for local road projects around the City of Farmington Hills. Also, they have performed similar mill and fill and paving project for other metro Detroit municipalities and have received favorable referrals. It is our opinion that Nagle Paving Company can adequately perform the work outlined in the contract.

**BID SUMMARY**

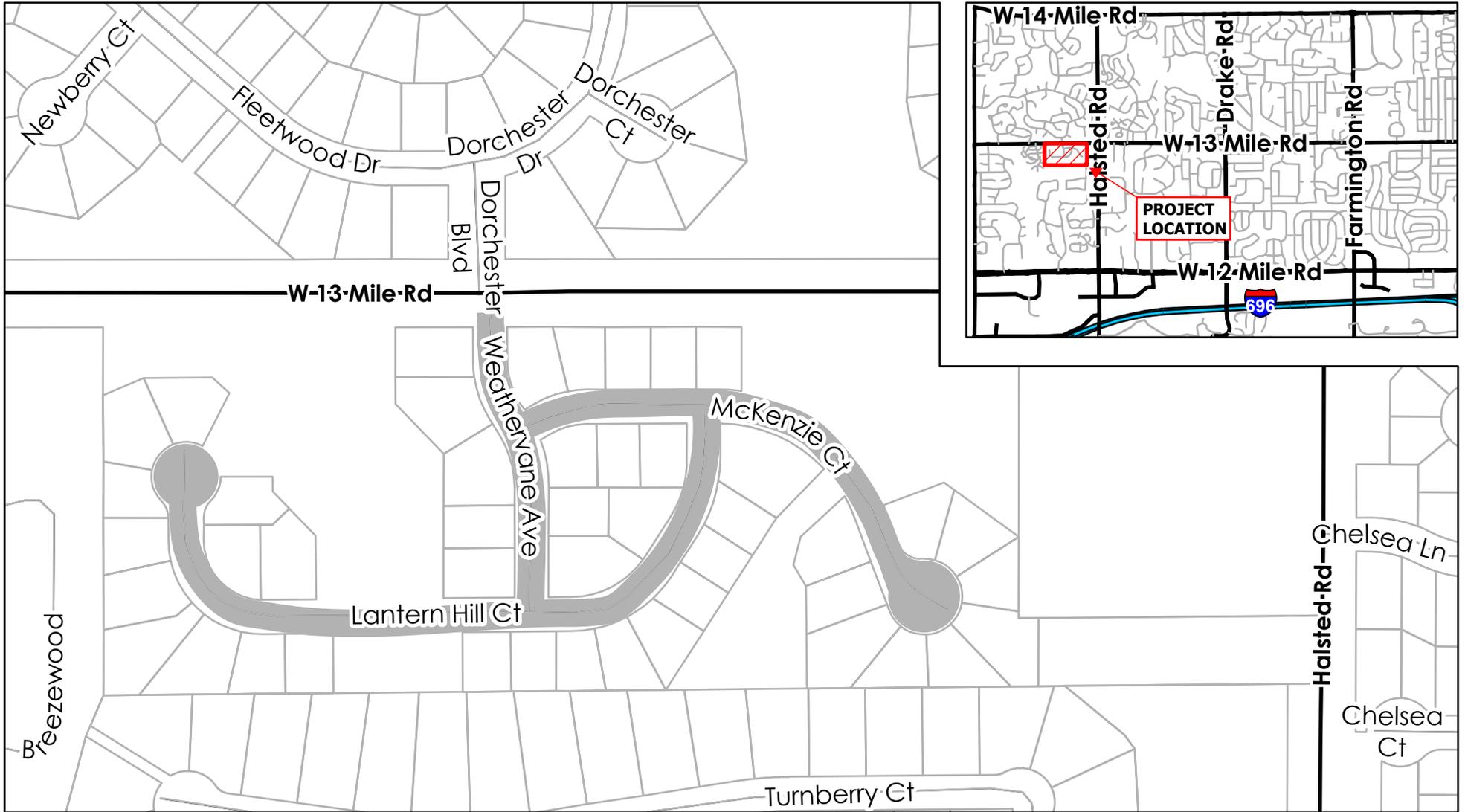
<b><u>CONTRACTOR</u></b>	<b><u>TOTAL</u></b>
<b>Nagle Paving Novi, MI</b>	<b>\$586,979.23</b>
R&R Asphalt Milford, MI	\$620,799.15
BSI Paving Oxford, MI	\$633,825.50
Best Asphalt Romulus, MI	\$679,386.75
Allied Construction Clarkston, MI	\$685,926.30
Asphalt Specialist Inc. Pontiac, MI	\$700,984.50
Anglin Civil Livonia, MI	\$781,933.00
Cadillac Asphalt Wixom MI	\$901,847.36
Spartan Paving Waterford, MI	\$1,060,509.63

Table Description: Summary of bid results for the 2023 Local Roads HMA Project – Halsted Commons Subdivision  
 \*Corrected Total

Prepared by: Shon'Quase Dawkins, Civil Engineer I  
 Reviewed by: James Cubera, P.E., City Engineer  
 Departmental Authorization by: Karen Mondora, P.E., Director of Public Services  
 Kelly Monico, Director of Central Services  
 Approval by: Gary Mekjian, P.P., City Manager

# City of Farmington Hills

## Halsted Commons Subdivision Road Rehabilitation



Legend

 Proposed Road Rehabilitation

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL – April 10, 2023**

**SUBJECT:** Consideration of Award of Contract for the 2023 Local Roads HMA Rehabilitation Project – Miller Rougemont Farm Subdivision aka Spring Valley Road

**ADMINISTRATIVE SUMMARY:**

- This project includes removal of approximately 5” of asphalt, performing base repair and placing 5” of new asphalt on Spring Valley Road.
- The project was publicly bid and advertised on the Michigan Inter-Governmental Trade Network (MITN) with bids opened on March 17, 2023. A total of seven (7) bids were received.
- With the road millage approvals in the fall of 2014 and 2018, the City has developed a pavement asset management program for its local road network. The scope of this project is considered heavy maintenance that is considered on roads that have a current PASER rating in the range of 4 to 6 (FAIR) to extend their useful life.
- The lowest bid submitted by Nagle Paving Company was in the amount of \$743,969.08.
- Construction is anticipated to commence as early as May and once started will be completed within 75 days.

**RECOMMENDATION:**

IT IS RESOLVED, the 2023 Local Roads HMA Rehabilitation Project for Miller Rougemont Farm Subdivision be awarded to the lowest competent bidder, Nagle Paving Company, in the amount of \$743,969.08, and

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

**SUPPORT DOCUMENTATION:**

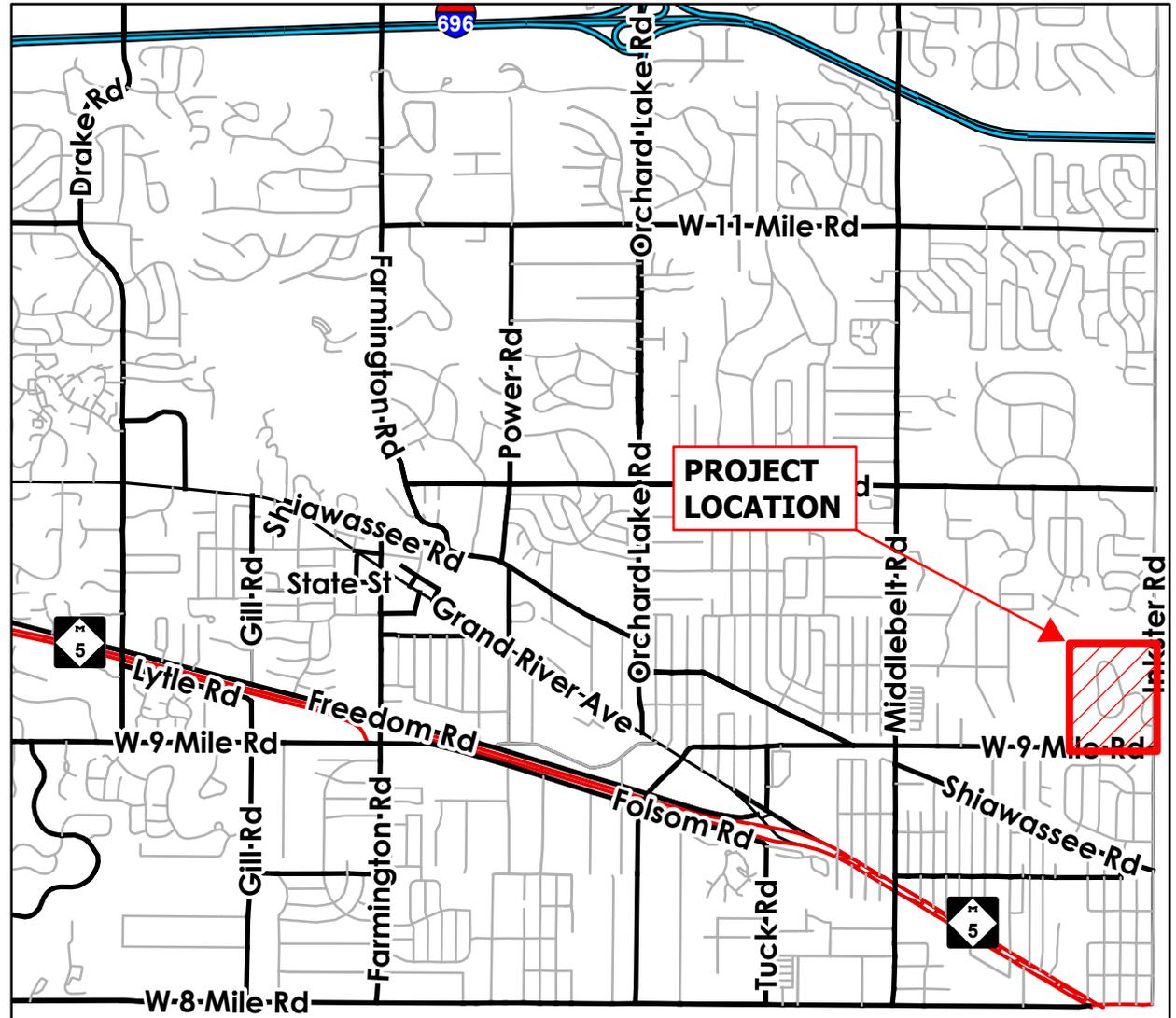
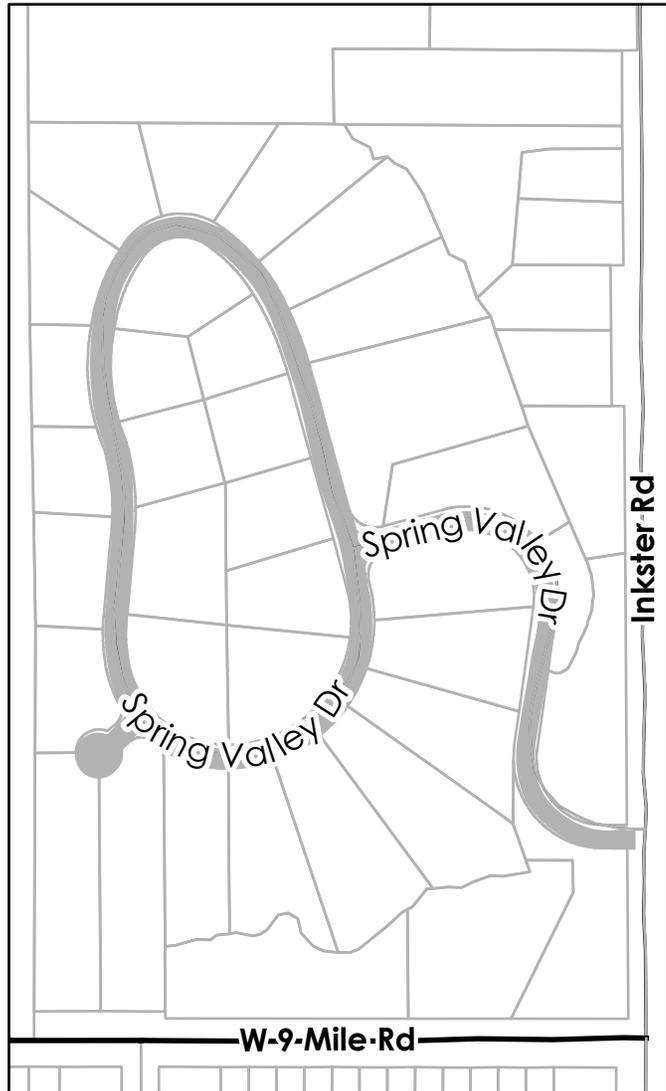
With the approval of the road millages in the fall of 2014 and 2018, the City has been able to significantly increase the maintenance funding on its roadways for both the local and major road infrastructure. Each year the City completes asphalt replacement, joint sealing and over banding, which addresses minor patches and cracks. These programs are normally used in areas where the PASER rating is greater than 6.00 to extend their useful life.

Along with addressing paved roads in good condition, the City also needs to address roads in fair condition before they degrade to poor condition and then need to be considered for reconstruction. These are roads with a PASER rating between 4.00 and 6.00. On these roads, we typically provide heavy maintenance which includes overlay work, mill and fill work, and full pavement replacement while maintaining the existing base. For this project because the base aggregate is still stable, this full depth asphalt replacement was the chosen option. Please note that many candidate roads were reviewed and analyzed by the City and our consultants.



# City of Farmington Hills

## Miller Rougemont Farm Subdivision (Spring Valley Drive) Road Rehabilitation



Legend

 Proposed Road Rehabilitation

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL**  
**April 10, 2023**

**SUBJECT: AWARD OF COOPERATIVE BID FOR ROCK SALT**

**ADMINISTRATIVE SUMMARY**

- Sealed bids were advertised, available on the MITN e-procurement system website, publicly opened and read aloud on Tuesday, March 28, 2023 for sodium chloride (rock salt) used for ice/snow control during winter weather. Notification was sent to over one hundred (100+) vendors, including thirty-one (31) vendors that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled, with three (3) responding.
- This bid is a cooperative contract administered by the City of Farmington Hills that includes Berkley, Bloomfield Township, Clawson, Farmington Hills, Lathrup Village, Huron Clinton Metro Parks, Orchard Lake, Rochester, Rochester Hills, Royal Oak., Southfield, Southfield Public Schools, South Lyon, Walled Lake, Wixom, Centerline, Roseville, St. Clair Shores, Sterling Heights, Warren, Grosse Pointe Woods, Livonia, Romulus, Grosse Pointe Shores and Westland. Cooperative bids have proven to be an effective way to reduce costs due to increased volume and consolidation of bid administration. The total quantity of rock salt bid for this solicitation is 60,150 tons per year. The City of Farmington Hills quantity is 4,500 tons.
- Rock Salt continues to be a challenging commodity to procure. Pricing is dictated by fuel prices, weather conditions, weather predictions, supply and demand. The 2022/2023 winter season returned an on target usage due to some late season weather events. This is due to the DPW's continued use of best practices with regard to snow & ice control.
- Specifications for this bid allow the agencies taking part some flexibility in usage. Unlike other Cooperative efforts, agencies can increase or decrease their quantity commitment by 30% during the season and still maintain the contracted price per ton. This successful model helps agencies deal with the fluctuating demand.
- The recommended award to Detroit Salt Company represents a \$1.69 savings per ton-early fill over last year's pricing. Due to the fluctuating demand due to weather the award recommendation includes the quantity contingency of 130% of the estimated 4,500 ton usage, for a Not-to-Exceed budget amount of 5,850 tons or \$348,777. The City has worked with Detroit Salt Company in the past and they provided excellent service.
- Funding for rock salt is budgeted in the Department of Public Services/DPW Major Road maintenance accounts.

**BID TABULATION**-See attached.

**RECOMMENDATION**

In view of the above, it is recommended that City Council authorize the City Manager to issue a purchase order to Detroit Salt Company for a not to exceed total of amount of 5,850 tons or \$348,777 for fiscal year 2023/2024 and for an estimated amount of 5,850 tons or \$359,249 for fiscal year 2024/2025. In addition, it is recommended that the City Council authorize the City Manager to issue purchase orders for rock salt to Detroit Salt Company for four (4) additional one year extensions at the approved 3% per year increase upon mutual consent between the City and Detroit Salt Company.

Prepared by: Kelly Monico, Director of Central Services  
 Reviewed by: Derrick Schueller, DPW Superintendent  
 Reviewed by: Karen Mondora, Director of Public Services  
 Approved by: Gary Mekjian, City Manager

City of Farmington Hills, MI  
 Bid Tabulation  
 Rock Salt  
 ITB-FH-22-23-2388

recommended for award

Year 1-2023-24		Oakland Cty			Macomb Cty			Wayne Cty			Grand Total -All Counties
		31,500			16,750			11,900			
Vendor	City/State	Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	
Cargill Inc.	North Olmsted, OH	\$70.79	\$70.79	\$2,229,885.00	\$70.79	\$70.79	\$1,185,732.50	\$70.79	\$70.79	\$842,401.00	\$4,258,018.50
Compass Minerals America	Overland Park, KS	\$70.58	\$70.58	\$2,223,270.00	\$70.88	\$70.88	\$1,187,240.00	\$71.05	\$71.05	\$845,495.00	\$4,256,005.00
Detroit Salt	Detroit, MI	\$55.87	\$59.62	\$1,878,030.00	\$56.10	\$59.85	\$1,002,487.50	55.25	\$59.00	\$702,100.00	\$3,582,617.50

Year 2-2024-25 Season		Oakland Cty			Macomb Cty			Wayne Cty			Grand Total -All Counties
		31,500			16,750			11,900			
Vendor	City/State	Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	
Cargill Inc.	North Olmsted, OH	\$73.62	\$73.62	\$2,319,030.00	\$73.62	\$73.62	\$1,233,135.00	\$73.62	\$73.62	\$876,078.00	\$4,428,243.00
Compass Minerals America	Overland Park, KS	\$70.58	\$70.58	\$2,223,270.00	\$70.88	\$70.88	\$1,187,240.00	\$71.05	\$71.05	\$845,495.00	\$4,256,005.00
Detroit Salt	Detroit, MI	\$57.55	\$61.41	\$1,934,415.00	\$57.78	\$61.65	\$1,032,637.50	\$56.91	\$60.77	\$723,163.00	\$3,690,215.50

GRAND TOTAL BID		GRAND TOTAL YEAR'S 1 & 2	Discount if increase 80% guarantee	Discount if decrease 120% guarantee	Blue Dye per ton	Optional Extension Beyond Year 2	Accept P-card	Production Origin & Delivery	Extendable to other MITN agencies	Exceptions
Vendor	City/State									
Cargill Inc.	North Olmsted, OH	\$8,686,261.50	N/A	N/A	N/A	4%	Yes	Cleveland OH/Toledo OH	Yes	None
Compass Minerals America	Overland Park, KS	\$8,512,010.00	-\$1.00	0	0	5%	Yes	Goderich ON CA/Detroit Motor City Trucking	Yes	None
Detroit Salt	Detroit, MI	\$8,010,860.50	\$0.00	\$0.00	\$0.00	3%	No	Detroit/MI	Yes	N/A

Notification was sent to over 100 vendors. Zero (0) "No-Bids were received

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL**  
**April 10, 2023**

**SUBJECT:     AWARD OF PROPOSAL FOR SMART CITIES PROJECTS -SIGNAGE,  
                  POLES/LIGHTING, RELATED EQUIPMENT & INFRASTRUCTURE**

**ADMINISTRATIVE SUMMARY**

- Request for proposals (RFP's) were advertised, distributed on the MITN e-procurement site on behalf of the Cities of Farmington Hills and Farmington, publicly opened and read aloud on December 8, 2022, for a smart cities' projects -signage, including poles, related equipment & infrastructure. Notification was sent to over three hundred companies (300+) with two (2) responding (Clovity, Inc.& Decima, LLC).
- A Smart City is a technologically modern one that uses collected data to improve the operations across the City. It uses information and communication technologies to increase operational efficiency, share information with the public and improve both the quality of government services and citizen welfare. It's not just one tool, it is a broad, integrated approach to improving the efficiency of city operations, the quality of life for its citizens, and growing the local economy.
- In 2021 City Council authorized staff to move forward with planning activities and projects implementation and added a specific Capital line item for these types of initiatives. The first projects on the lengthy list are adding smart signs & smart poles/lighting at City owned facilities & parks, over multiple budget years.
  - Digital signage will utilize a centralized content management solution for communication throughout the City (internally & externally) and may also include smart poles with street level cameras, pavement temperature sensors, traffic counters, etc. Depending on final pricing the current budget year includes two (2) smart signs on the City Hall campus, one(1) at Founders Sports Park and one (1) at Heritage Park. It is anticipated that over the next few years many if not all City facilities will have this type of sign/pole.
  - Smart Poles/Lighting that can function as multi-function devices such as energy efficient lighting, information kiosks, Wi-Fi hot spots, emergency notification to 911, etc. Depending on final pricing the current budget year includes putting smart lighting in the parking lot at Longacre House in Farmington Hills and smart poles at up to six(6) locations at intersections in Farmington Hills.
- The specifications require the awarded company to design, furnish all materials, equipment, and labor necessary to provide Smart Signage & Smart Poles/Lighting Services. As this is a multi-year project a fee schedule was requested for all aspects of each initiative. Each project will be designed & implemented based on the fee schedule. The goal is to standardize devices and communication between them but will also meet the unique aesthetic of each facility or park.
- Due to the specific needs of each project, facility and location; pricing will vary:
  - For example, when referring to smart poles, a very basic like a pole with a private LTE/CBRS network and a camera, the range may cost between \$15-\$18k each. A mid-range item, possibly with additional sensors like air quality sensors, or smart lighting plus cameras and a private network may cost between \$20-\$24k and then if the City added more capabilities to the pole like digital signage, EV charging stations, and/or an emergency call box and payment kiosk that range could be between \$30 - \$45k. It depends on what capabilities each location requires. It should be noted that the base pole can be designed for all those future capabilities with the intention to add just about anything smart related in the future.

- As for digital signage: for LCD and LED signage the price range can be as low as \$4k to as high as \$50k depending on the size. Another factor is also the content/format that each location requires and whether it is LED or LCD. LED signage is brighter and has better visible contrast for things like advertising, streaming media and high resolution pictures. However, if the need is more text based content then LCD would be a more prudent approach as it's a better value for the type of content the location plans to stream. Both types of signs will include a content management tool that will allow users to upload and change content etc. In addition, both digital signage versions can be attached to smart poles either vertically or horizontally depending on the desired design or can be set on a structure, a wall, etc.
- During design discovery for each location of pole or sign the team will identify all aspects of uses and recommend solutions for long term use and scalability, and for multiple uses and re-use so that the city can leverage the asset.
- City staff and our Smart Cities Consultant from Plante Moran reviewed both proposals and determined that in order to best pursue Smart Cities technologies, Clovity Inc. is the most qualified. While Decima, Inc. is a general contractor with good references, Clovity does more than just represent some Smart City products; they have collaborated with the most cutting edge IoT & smart technology providers and implemented Smart Cities solutions successfully for the City of Los Angeles, Colorado Department of Transportation, City of Denver, and the City of Philadelphia. Staff is confident that Clovity, Inc. is the best, most qualified partner for this very important initiative.
- Funding for these projects is provided in the Capital Fund. As this is a multi-year, multi project partnership, staff is proposing that City Council authorize up to the budgeted Smart Cities Capital amount each year in order to best leverage cutting edge technology efficiently.

## **RECOMMENDATION**

Based on the above information, it is recommended that City Council authorize the City Manager to enter into an agreement with Clovity, Inc. to design, furnish all materials, equipment, and labor necessary to provide Smart Cities projects including signage, poles/lighting, related equipment & infrastructure up to the estimated yearly amount of \$350,000 for a one-year period with one or more administration approved extensions, not to exceed a total of five (5) additional years, under the same terms and conditions upon mutual consent by the City and Clovity, Inc.

**Prepared by:** Kelly Monico, Director of Central Services  
**Reviewed by:** Stacey Mansker-Young, Plante Moran Smart Cities Consultant  
**Reviewed by:** Jack Li, Information Technology Manager  
**Reviewed by:** Michelle Aranowski, Senior Buyer  
**Reviewed by:** Karen Mondora, Director of Public Services  
**Reviewed by:** Ellen Schnackel, Director of Special Services  
**Reviewed by:** Thomas Skrobola, Finance Director  
**Approved by:** Gary Mekjian, City Manager

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL**

April 10, 2023

**SUBJECT: Emergency Purchase of Replacement Golf Course Range Netting**

**ADMINISTRATIVE SUMMARY:**

- In February 2023, a severe ice storm with high winds blew through Farmington Hills, causing significant damage at the Farmington Hills Golf Club. Part of the damaged caused was to the golf range safety netting. Four panels in total were torn from the support posts.
- The original supply vendor, Net Connection, was contacted to get a quote and a claim was filed through MMRMA. Two other quotes were received but were higher.
- The damaged safety netting created a safety concern, so an immediate replacement was called for.
- Repair of the net is tentatively scheduled for May/June 2023.
- MMRMA will submit an insurance claim check to the City in the amount of \$24,350.
- In accordance with the purchasing guidelines, all emergency purchases exceeding the \$10,000 formal bid limit are submitted to City Council for approval.

**RECOMMENDATION:**

It is therefore recommended that the City Council authorize a purchase order to Net Connection in the amount of \$24,350 for golf course range netting.

**Prepared by:** Jim Priebe, Golf Supervisor

**Reviewed by:** Michelle Aranowski, Senior Buyer

**Reviewed by:** Kelly Monico, Director of Central Services

**Reviewed by:** Ellen Schnackel, Director of Special Services

**Approved by:** Gary Mekjian, City Manager









**INTEROFFICE CORRESPONDENCE**

To: Gary Mekjian, City Manager  
From: Ellen Schnackel, Director of Special Services  
Subject: Consideration of Employment for Raquel Bias  
Date: April 10, 2023

In compliance with the City Charter Article X, Section 10.01 A, we are requesting from the City Council approval to consider for employment the following individual: Raquel Bias, who is related to an employee of the City, Norman Bias who is a Gym Coordinator at The Hawk.

The Department of Special Services has followed all City policies and procedures in establishing an eligibility list of qualified candidates. This includes advertising in the local newspapers, posting on websites and on social media, distribution of job announcements at Farmington Public Schools and Oakland County Community College. A thorough investigation of the applicant's credentials and a personal interview were conducted. Providing applicants are equally qualified, residents receive preference for employment opportunities.

Occasionally we have some difficulty finding qualified applicants for part-time positions because they may require certain qualifications or specialized training/certification and the work hours typically include nights and/or weekends. Therefore, in view of meeting the established criteria and being the most qualified applicant, the Department of Special Services respectfully requests the City Council's approval of Joseph Etten.

Name: Raquel Bias  
Position Applied For: Hawk Concessions Leader  
Number of Employees Needed in this Position: 10  
Date Position Posted: 5/25/22 Open Until: Filled  
Number of Applicants for this position: 8 Number of Applicants Interviewed: 8  
Salary: \$11.50  
Relationship: Raquel is the daughter of Norman Bias, who is a Gym Coordinator at The Hawk  
Justification: Raquel is a qualified applicant and is available to begin work immediately.

Prepared by:

/s/ Jenifer Hughes

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Jenifer Hughes  
Concessions Programmer

Authorized by:

/S/ Ellen Schnackel

\_\_\_\_\_  
Ellen Schnackel  
Director of Special Services

Approved by:

\_\_\_\_\_  
Gary Mekjian  
City Manager



**INTEROFFICE CORRESPONDENCE**

To: Gary Mekjian, City Manager  
From: Ellen Schnackel, Director of Special Services  
Subject: Consideration of Employment for Charles Nieshoff  
Date: April 10, 2023

In compliance with the City Charter Article X, Section 10.01 A, we are requesting from the City Council approval to consider for employment the following individual: Charles Nieshoff, who is related to an employee of the City, Edward Nieshoff who is a Camp Counselor.

The Department of Special Services has followed all City policies and procedures in establishing an eligibility list of qualified candidates. This includes advertising in the local newspapers, posting on websites and on social media, distribution of job announcements at Farmington Public Schools and Oakland County Community College. A thorough investigation of the applicant's credentials and a personal interview were conducted. Providing applicants are equally qualified, residents receive preference for employment opportunities.

Occasionally we have some difficulty finding qualified applicants for part-time positions because they may require certain qualifications or specialized training/certification and the work hours typically include nights and/or weekends. Therefore, in view of meeting the established criteria and being the most qualified applicant, the Department of Special Services respectfully requests the City Council's approval of Joseph Etten.

Name: Charles Nieshoff  
Position Applied For: Hawk Concessions Attendant  
Number of Employees Needed in this Position: 10  
Date Position Posted: 5/25/22 Open Until: Filled  
Number of Applicants for this position: 8 Number of Applicants Interviewed: 8  
Salary: \$10.30  
Relationship: Charles is the brother of Edward Nieshoff. Edward is a Concessions Attendant at The Hawk.  
Justification: Charles is a qualified applicant and is available to begin work immediately.

Prepared by:  
/s/ Jenifer Hughes  
\_\_\_\_\_  
Jenifer Hughes  
Concessions Programmer

Authorized by:  
/S/ Ellen Schnackel  
\_\_\_\_\_  
Ellen Schnackel  
Director of Special Services

Approved by:  
\_\_\_\_\_  
Gary Mekjian  
City Manager



**INTEROFFICE CORRESPONDENCE**

To: Gary Mekjian, City Manager  
From: Karen Mondora, Director of Public Services  
Subject: Consideration of Employment for Ryan Delph  
Date: April 10, 2023

In compliance with the City Charter Article X, Section 10.01 A, we are requesting from the City Council approval to consider for employment the following individual: Ryan Delph, who is related to an employee of the City, Michael Delph, who is an Equipment Operator for the Division of Public Works.

The Department of Public Services has followed all City policies and procedures in establishing an eligibility list of qualified candidates. This includes advertising in the local newspapers, posting on websites and on social media, distribution of job announcements through the American Public Works Association channels. A thorough investigation of the applicant's credentials and a personal interview were conducted. Providing applicants are equally qualified, residents receive preference for employment opportunities.

Occasionally we have some difficulty finding qualified applicants for positions because they may require certain qualifications or specialized training/certification and the work hours that include emergency response and call-ins. Therefore, in view of meeting the established criteria and being the most qualified applicant, the Department of Public Services respectfully requests the City Council's approval of Ryan Delph.

Name: Ryan Delph

Position Applied For: Mechanic 2

Number of Employees Needed in this Position: 1

Date Position Posted: 1/24/23

Open Until: Filled

Number of Applicants for this position: 2

Number of Applicants Interviewed: 1

Salary: \$29.90/hour

Relationship: Ryan Delph is the son of Michael Delph for the Division of Public Works.

Justification: Ryan Delph is the most qualified applicant and is available to begin work immediately.

Prepared by:

/S/ Karen Mondora

\_\_\_\_\_  
Karen Mondora  
Director of Public Services

Authorized by:

Approved by:

/S/ Karen Mondora

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Karen Mondora  
Director of Public Services

\_\_\_\_\_  
Gary Mekjian  
City Manager

MINUTES  
CITY OF FARMINGTON HILLS  
CITY COUNCIL MEETING  
CITY HALL – COUNCIL CHAMBER  
MARCH 20, 2023 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Barnett at 7:31pm.

Council Members Present: Barnett, Bruce, Knol, Massey and Newlin

Council Members Absent: Bridges and Boleware

Others Present: City Clerk Smith, Assistant City Manager Valentine, Director Sullen-Winn, Police Chief King and City Attorney Joppich

**PLEDGE OF ALLEGIANCE**

Mayor Barnett led the pledge of allegiance.

**APPROVAL OF REGULAR SESSION MEETING AGENDA**

MOTION by Bruce, support by Newlin, to approve the agenda as published.

MOTION CARRIED 5-0.

**PRESENTATION FROM NORTH FARMINGTON AMERICAN RED CROSS CLUB**

The following students from the North Farmington American Red Cross Club provided a presentation on blood donation and recognized the entire Red Cross Club for their participation:

Tejaswini Sivalokanathan, President  
Angelina Sun, Vice President  
Angelina Borisen  
Sofia Hernandez  
Simranjot Kaur

**CORRESPONDENCE**

Council acknowledged the following correspondence:

- Emails received regarding excessive power outages and down trees. Residents were reminded that yard waste pickup starts the first week of April and that the city is communicating with DTE to argue against any rate hikes until the infrastructure needs are met
- Email from the CEO of the Holocaust Center seeking support from the city to apply for a grant

**CONSENT AGENDA**

MOTION by Bruce, support by Massey, to approve consent agenda items #4 and #6 - #12 as read.

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN

Nays: NONE

Absent: BOLEWARE AND BRIDGES

Abstentions: NONE

MOTION CARRIED 5-0.

MOTION by Bruce, support by Massey, to postpone consent agenda item #5, Award of proposal for As-Needed Media Buying and Consulting services to Emerald Media for one year in an estimated amount of \$150,000 with possible extension, to a date certain of May 22, 2023 following discussions on this item during budget study sessions.

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN

Nays: NONE

Absent: BOLEWARE AND BRIDGES

Abstentions: NONE

MOTION CARRIED 5-0.

### **PUBLIC QUESTIONS AND COMMENTS**

There were no public questions or comments.

### **COUNCIL MEMBERS COMMENTS AND ANNOUNCEMENTS**

There were no Councilmember comments or announcements.

### **CITY MANAGER UPDATE**

Assistant City Manager Valentine provided the following update:

- Master Plan update process and noted there is a joint meeting with Planning Commission and City Council scheduled for April 20<sup>th</sup> to review strategic areas to be discussed as part of the Master Plan
- On March 24<sup>th</sup> at The Hawk from 6pm-9pm, Police Department representatives are taking on a Detroit-based organization, Royalty Empowerment, in a friendly game of basketball.
- On March 25<sup>th</sup> from 5pm-8pm, the Police Department is hosting a Safety and Crime Prevention Fair in the Black Box room at The Hawk and also hosting that same evening in Harrison Hall at The Hawk, a Community Conversation Forum on crime rates, community policing and various other topics.
- Pending Legislation relative to a bill package that will create a revenue sharing trust fund that will impact revenue that communities receive. This will establish dedicated funding from the sales tax guaranteed to communities going forward.

### **NEW BUSINESS**

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

MOTION by Massey, support by Knol, that the City Council of Farmington Hills hereby approves the following appointments to boards and commissions:

#### **Commission on Children, Youth & Families**

Alisa Valden	<b>Length of Term:</b> Expired term	<b>Term ending:</b> February 1, 2026
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Alisa will fill the vacancy left by Diane Hague who resigned in November 2022.

**Commission on Children, Youth & Families**

Tanya Nordhaus	<b>Length of Term:</b> Unexpired term	<b>Term ending:</b> February 1, 2024
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Tanya will fill the vacancy left by Bette Rose who resigned in February 2023.

**Emergency Preparedness Commission**

Mark Forshee	<b>Length of Term:</b> Expired term	<b>Term ending:</b> February 1, 2026
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Mark will fill the vacancy left by Irwin Moyna who resigned in January 2021.

MOTION CARRIED 5-0.

**CONSENT AGENDA**

**RECOMMENDED APPROVAL OF AWARD OF PROPOSAL FOR CONSULTANT SERVICES TO CREATE THE 2024-2028 SPECIAL SERVICES FIVE YEAR PARKS AND RECREATION MASTER PLAN AND GRANT SUBMISSION ASSISTANCE TO LANDSCAPE ARCHITECTS & PLANNERS IN THE AMOUNT OF \$35,000. CMR 3-23-42**

MOTION by Bruce, support by Massey, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order to Landscape Architects & Planners for consultant services to create a Special Services five (5) year Parks and Recreation Master Plan and related reports in the amount of \$35,000.

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN  
Nays: NONE  
Absent: BOLEWARE AND BRIDGES  
Abstentions: NONE

MOTION CARRIED 5-0.

**RECOMMENDED APPROVAL OF AWARD OF PROPOSAL FOR AS NEEDED MEDIA BUYING AND CONSULTING TO EMERALD MEDIA FOR ONE YEAR IN AN ESTIMATED AMOUNT OF \$150,000, WITH POSSIBLE EXTENSIONS. CMR 3-23-43**

MOTION by Bruce, support by Massey, that the City Council of Farmington Hills hereby postpones award of proposal for as-needed media buying and consulting services to Emerald Media for one year in an estimated amount of \$150,000 with possible extension, to a date certain of May 22, 2023 following discussions on this item during budget study sessions.

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN  
Nays: NONE  
Absent: BOLEWARE AND BRIDGES  
Abstentions: NONE

MOTION CARRIED 5-0.

**RECOMMENDED APPROVAL OF AWARD OF BID FOR RECONNAISSANCE ROBOT FOR THE POLICE DEPARTMENT TO TRANSCEND ROBOTICS IN THE AMOUNT OF \$39,495. CMR 3-23-44**

MOTION by Bruce, support by Massey, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order for the reconnaissance systems (Vantage Robot and Mini Vantage Robot) from Transcend Robotics, for \$39,495.

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN  
Nays: NONE  
Absent: BOLEWARE AND BRIDGES  
Abstentions: NONE

MOTION CARRIED 5-0.

**RECOMMENDED APPROVAL OF PERMIT TO BE ISSUED TO WOLVERINE FIREWORKS DISPLAY, INC. TO HOLD A FIREWORK DISPLAY AT FRANKLIN HILLS COUNTRY CLUB ON MAY 28, 2023 (WITH A RAIN DATE OF MAY 29, 2023).**

MOTION by Bruce, support by Massey, that the City Council of Farmington Hills hereby approves a permit to be issued to Wolverine Fireworks Display, Inc., to hold a Fireworks Display at the Franklin Hills Country Club on May 28, 2023 (rain date of May 29, 2023), as outlined on the application and request form submitted to the Fire Department and subject to the following conditions:

- The event shall comply with NFPA 1123, Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF), and Minimum Fire Prevention code requirements
- The minimum display site radius is being increased from 70' per inch to 100' per inch of mortars used during the display for an additional safety factor
- Based on the proposal of the show provided, proponent has committed to a minimum secured diameter of 1000' for the site
- Wolverine Fireworks shall be responsible for general cleanup after the display. Any unfired shells shall be properly packaged and disposed of according to the ATF. Franklin Hills Country Club has agreed to any remaining cleanup if necessary
- The City of Farmington Hills reserves the right to inspect the site prior to the event and/or cancel its recommendation of approval if it is determined that weather conditions or site conditions are not favorable for this event to occur
- Applicant is to provide documentation of ATF Clearance for one Pyrotechnic Assistant
- The City of Farmington Hills reserves the right to cancel its recommendation of approval if it is determined that weather conditions or site conditions are not favorable for this event to occur
- Applicant is not requesting any assistance from the Police Department at this time
- All parking will be on-site at Franklin Hills Country Club and will be away from the fireworks display
- This event is not open to the general public and will be open for members only to park onto the property

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN  
Nays: NONE  
Absent: BOLEWARE AND BRIDGES  
Abstentions: NONE

MOTION CARRIED 5-0.

**RECOMMENDED APPROVAL OF PERMIT TO BE ISSUED TO PYROTECNICO FIREWORKS, INC. TO HOLD A FIREWORK DISPLAY AT FARMINGTON HILLS SPORTS PARK ON JULY 6, 2023 (WITH A RAIN DATE OF JULY 7, 2023)**

MOTION by Bruce, support by Massey, that the City Council of Farmington Hills hereby approves a permit to be issued to Pyrotecnico Fireworks, Inc., to hold a Fireworks Display at the Farmington Hills Sports Park on July 6, 2023 (rain date of July 7, 2023), as outlined on the application and subject to the following conditions:

- The event shall comply with NFPA 1123, Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF), and Minimum Fire Prevention code requirements
- Fireworks shall be transported to the site on the day of the event. No on-site storage shall be permitted.
- Based on the site diagram provided, the launch area has been identified as the baseball fields. This area shall be closed to the public. If the circle of safety is breached, the fireworks show shall stop until unauthorized personnel are removed from the launch/fallout area
- Driver's licenses of additional technician's to be named shall be provided to the Fire Department prior to the event. The Fire Department will verify all technicians are named on the ATF notice of clearance document provided by Pyrotecnico Fireworks Inc.
- Pyrotecnico Fireworks shall be responsible for general cleanup after the display. Any unfired shells shall be properly packaged and disposed of according to the ATF
- The City of Farmington Hills reserves the right to cancel its recommendation of approval if it is determined that weather conditions or site conditions are not favorable for this event to occur
- The applicant is not requesting assistance from the Police Department at this time
- No public parking or spectators will be allowed on-site at the Farmington Hills Sports Park during the fireworks display. The public will be allowed to observe the fireworks at the Farmington Hills Ice Arena

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN  
Nays: NONE  
Absent: BOLEWARE AND BRIDGES  
Abstentions: NONE

MOTION CARRIED 5-0.

**RECOMMENDED APPROVAL OF REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A BUILDING ASSISTANT WITH THE SPECIAL SERVICES DEPARTMENT.**

MOTION by Bruce, support by Massey, that the City Council of Farmington Hills approves the request for employment under Section 10.01A of the City Charter for Madison Montgomery as a

Building Assistant in the Special Services Department. Madison is the granddaughter of Deborah Montgomery, who is a Healthy Living Coach at The Hawk.

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN  
Nays: NONE  
Absent: BOLEWARE AND BRIDGES  
Abstentions: NONE  
MOTION CARRIED 5-0.

**RECOMMENDED APPROVAL OF REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A HAWK CONCESSIONS ATTENDANT.**

MOTION by Bruce, support by Massey, that the City Council of Farmington Hills approves the request for employment under Section 10.01A of the City Charter for Jack Mondora as a Hawk Concessions Attendant in the Special Services Department. Jack is the son of Karen Mondora, who is the Director of the Department of Public Services.

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN  
Nays: NONE  
Absent: BOLEWARE AND BRIDGES  
Abstentions: NONE

MOTION CARRIED 5-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL STUDY SESSION MEETING MINUTES OF MARCH 13, 2023.**

MOTION by Bruce, support by Massey, that the City Council of Farmington Hills hereby approves the study session meeting minutes of March 13, 2023.

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN  
Nays: NONE  
Absent: BOLEWARE AND BRIDGES  
Abstentions: NONE

MOTION CARRIED 5-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL REGULAR SESSION MEETING MINUTES OF MARCH 13, 2023.**

MOTION by Bruce, support by Massey, that the City Council of Farmington Hills hereby approves the regular session meeting minutes of March 13, 2023.

Roll Call Vote:

Yeas: BARNETT, BRUCE, KNOL, MASSEY AND NEWLIN  
Nays: NONE  
Absent: BOLEWARE AND BRIDGES  
Abstentions: NONE

MOTION CARRIED 5-0.

**ADDITIONS TO AGENDA**

There were no additions to the agenda.

**ADJOURNMENT**

MOTION by Bruce, support by Knol, to adjourn the regular session City Council meeting at 7:57pm.

MOTION CARRIED 5-0.

Respectfully submitted,



Pamela B. Smith, City Clerk