

**AGENDA**  
**CITY COUNCIL STUDY SESSION**  
**APRIL 24, 2023 - 5:30PM**  
**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. Presentation on [2024 Water and Sewer Rates](#)
4. Discussion on [Short Term Rentals](#) in Farmington Hills
5. Discussion on [Liquor License Policy/Process](#)
6. Adjourn Study Session

Respectfully submitted,



Pamela B. Smith, City Clerk

Reviewed by:



Gary Mekjian, City Manager

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



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

**INTEROFFICE CORRESPONDENCE**

**DATE:** April 20, 2023  
**TO:** Mayor and City Council  
**FROM:** Karen Mondora, Director of Public Services  
**SUBJECT:** FY 2024 Water and Sewer Rates Presentation

Representatives from the Oakland County Water Resources Commissioner's Office along with City Staff will be present to discuss the upcoming FY 2024 water and sewer rates. The presentation will include a discussion of wholesale charges, sales projections, upcoming capital and major maintenance needs, reserves, and debt.

Adoption of the FY 2024 rates will be brought to Council for formal action in June.

# City of Farmington Hills Water and Sewage Disposal Systems

## FY 2024 Rate Proposal



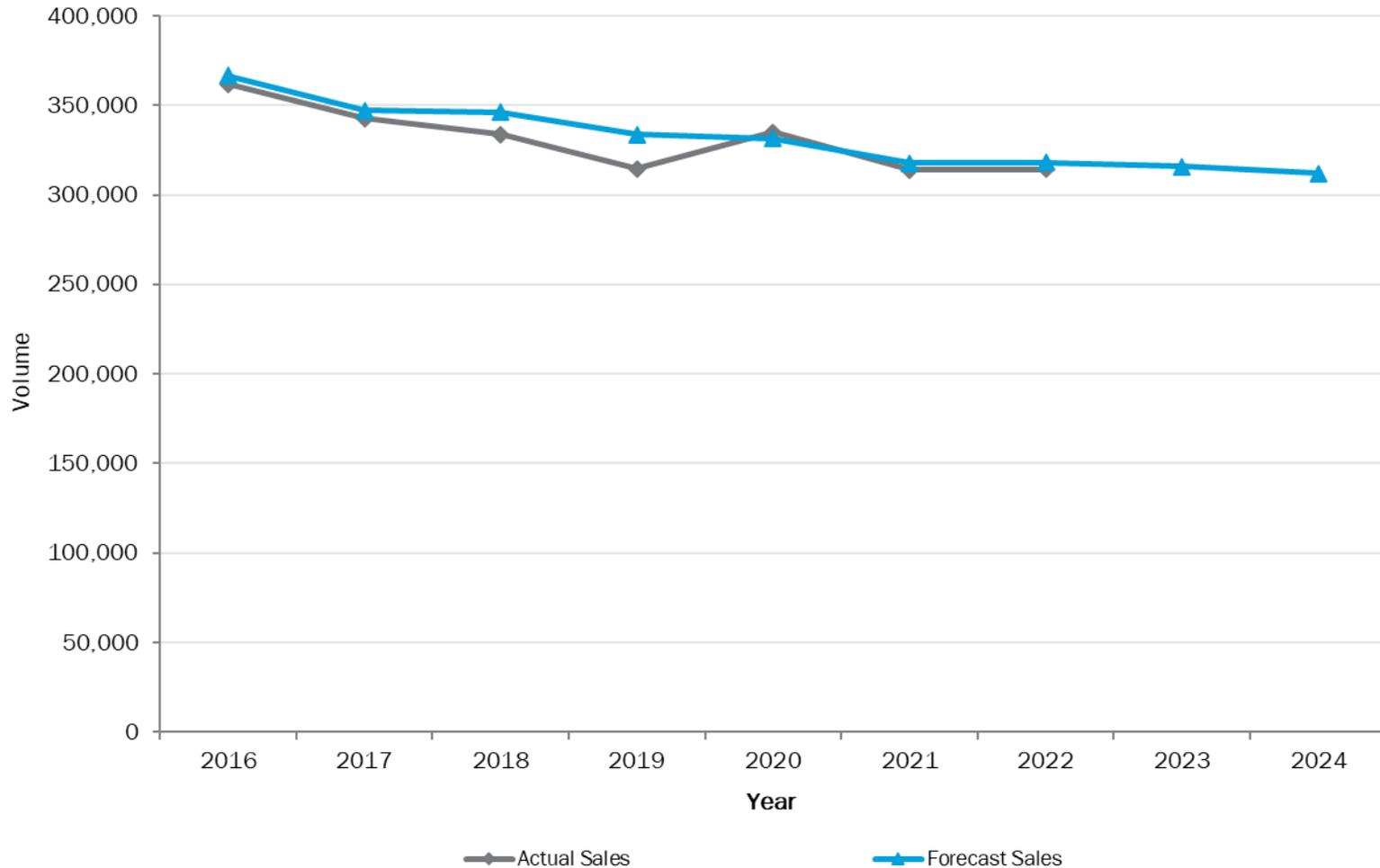
# Proposed 2024 Water and Sewer Rates

# Basic Rate Calculation

$$\frac{\text{Total Estimated Cost}}{\text{Estimated Sales in Mcf}} = \text{Rate (\$/Mcf)}$$

# Sewer Rates

# Sewer Volumes



**Notes:**

FY 2024 sewer sales are forecasted to decrease by 1.2% compared to the prior year (312,100 vs. 316,000)

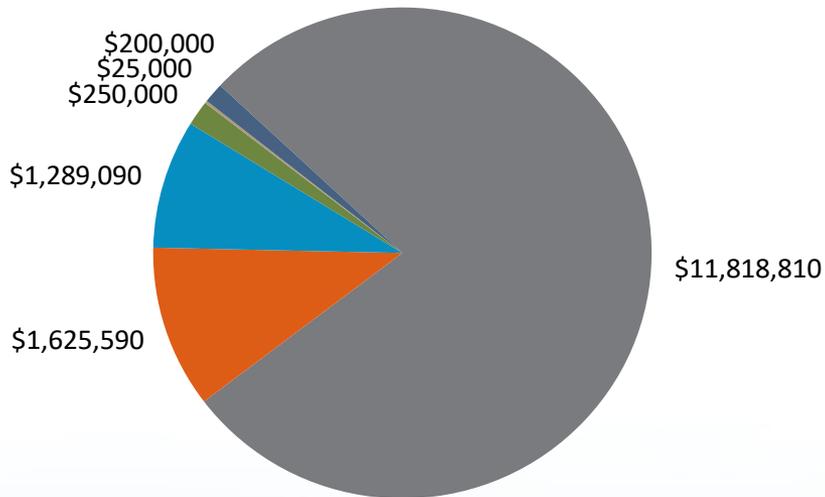
# FARMINGTON HILLS SEWER SYSTEM

Description	Sales (Mcf)	Sewage Treatment (\$)	Operating Expense (\$)	Reserves (\$)	Non-Operating (Debt) (\$)	Non-Rate Revenue (\$)	Total (\$)
Fiscal Year 2022-23	316,000	\$ 11,818,810	\$ 1,625,590	\$ 475,000	\$ 1,289,090	\$ (316,650)	\$ 14,891,840
Fiscal Year 2023-24	312,100	12,097,170	1,574,060	1,775,000	1,297,350	(204,140)	16,539,440
Increase/(Decrease)	(3,900)	278,360	(51,530)	1,300,000	8,260	112,510	1,647,600
Increase/(Decrease) %	-1.2%	2.4%	-3.2%	273.7%	0.6%	-35.5%	11.1%

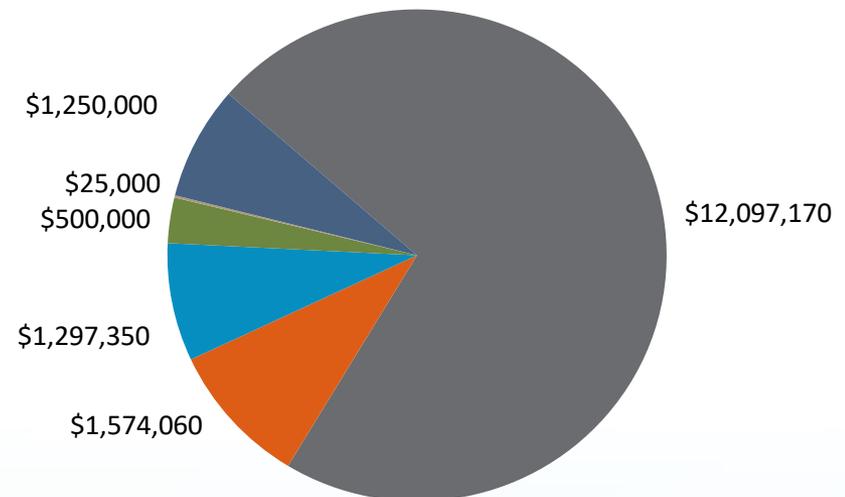
# Farmington Hills Sewer

FY Rate Revenue Requirement

## 2023 Budget



## 2024 Forecast



- Sewage Treatment
- Non-Operating
- Operating
- Emergency Maintenance
- Major Maintenance
- Capital

# SEWER RATE SUMMARY

Fiscal Year	(\$/MCF)											EFSDDD % Change	OCWRC % Change	Total % Change
	EFSDDD	O&M	Non-Rate Revenue	ERM Reserve	CIP Reserve	Maint Reserve	Total Reserves	Total OCWRC	Debt Service	Total	Total			
2022	35.19	4.70	(1.18)	0.08	0.63	0.79	1.50	5.02	4.04	44.25	4.9%	50.8%	8.1%	
2023	37.40	5.14	(1.00)	0.08	0.63	0.79	1.50	5.64	4.08	47.12	6.3%	12.4%	6.5%	
2024	38.76	5.04	(0.65)	0.08	4.01	1.60	5.69	10.08	4.16	53.00	3.6%	78.7%	12.5%	

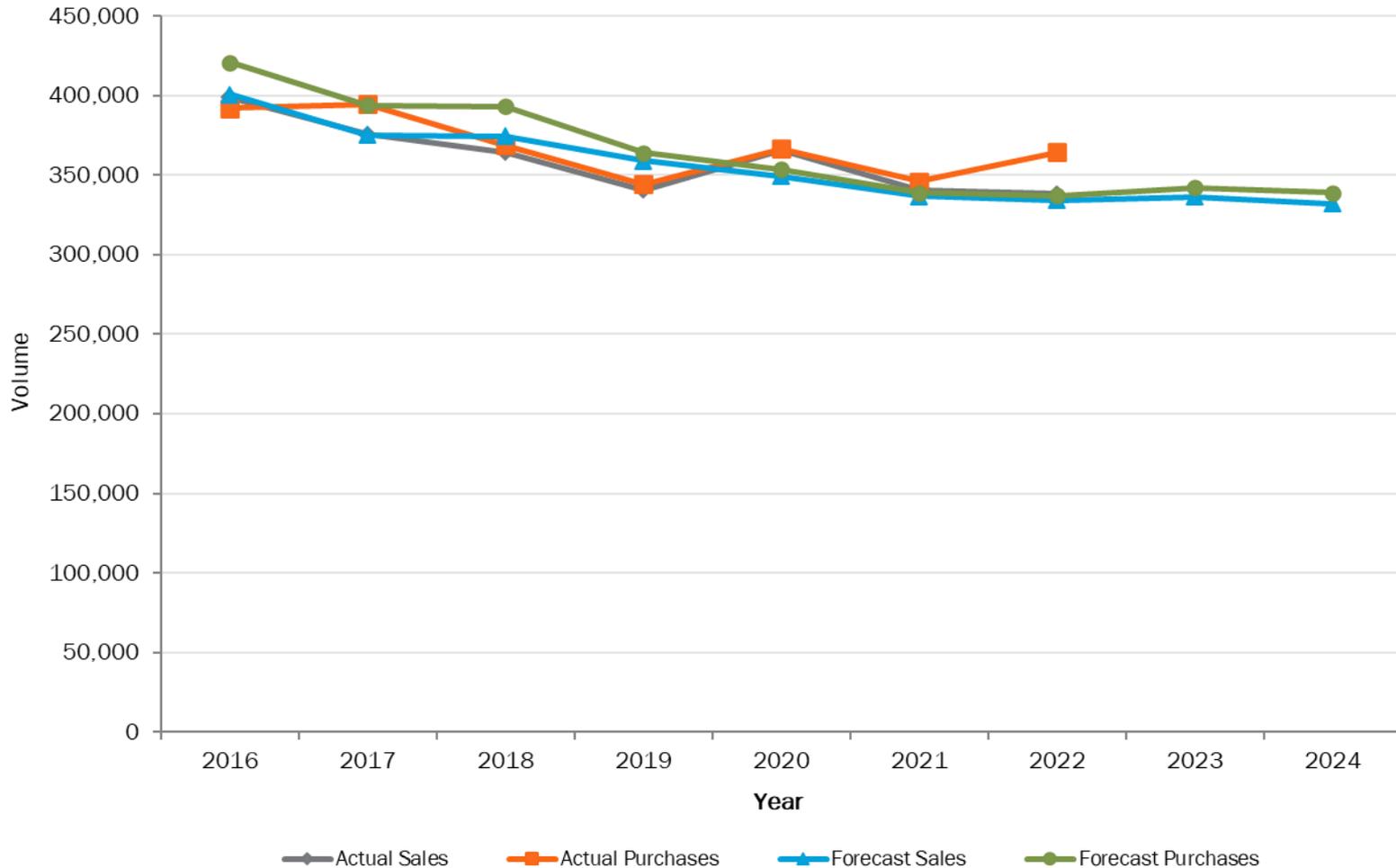
▲ **FY 2024 estimated average quarterly increase = \$22.93 per residential customer**

▲ **FY 2024 estimated quarterly bill = \$206.70**

▲ **FY 2024 minimum quarterly increase = \$9.41      \$75.39 vs. \$84.80**

# Water Rates

# Water Volumes



**Notes:**

FY 2024 water sales are forecasted to decrease by 1.3% compared to the prior year (332,000 vs. 336,400)

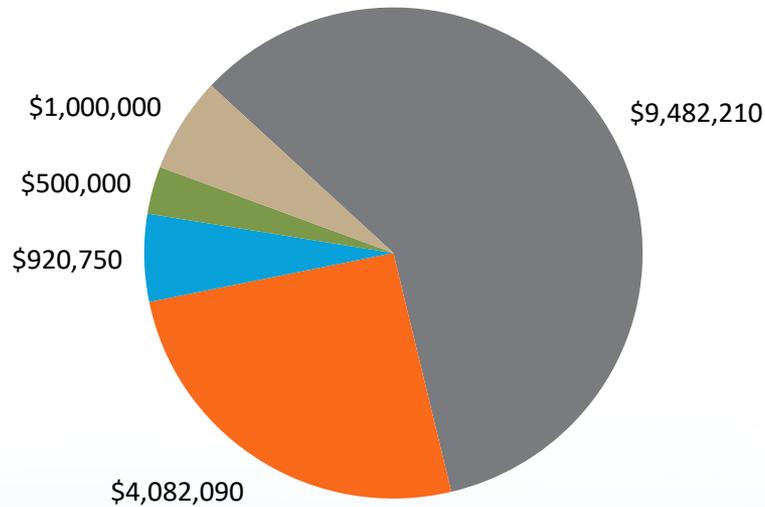
# FARMINGTON HILLS WATER SYSTEM

Description	Sales (Mcf)	Purchased Water (\$)	Operating Expense (\$)	Reserves (\$)	Non-Operating (Debt) (\$)	Non-Rate Revenue (\$)	Total (\$)
Fiscal Year 2022-23	336,400	\$ 9,482,210	\$ 4,082,090	\$ 1,500,000	\$ 920,750	\$ (778,030)	\$ 15,207,020
Fiscal Year 2023-24	332,000	9,863,170	4,194,300	2,000,000	939,200	(723,980)	16,272,690
Increase/(Decrease)	(4,400)	380,960	112,210	500,000	18,450	54,050	1,065,670
Increase/(Decrease) %	-1.3%	4.0%	2.7%	33.3%	2.0%	-6.9%	7.0%

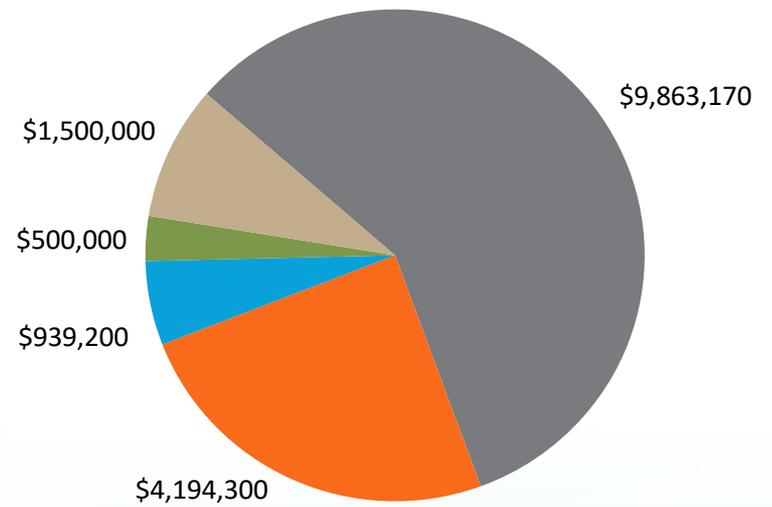
# Farmington Hills Water

## FY Rate Revenue Requirement

### 2023 Budget



### 2024 Forecast



- Water Purchases
- Operating
- Non-Operating
- Major Maintenance
- Capital

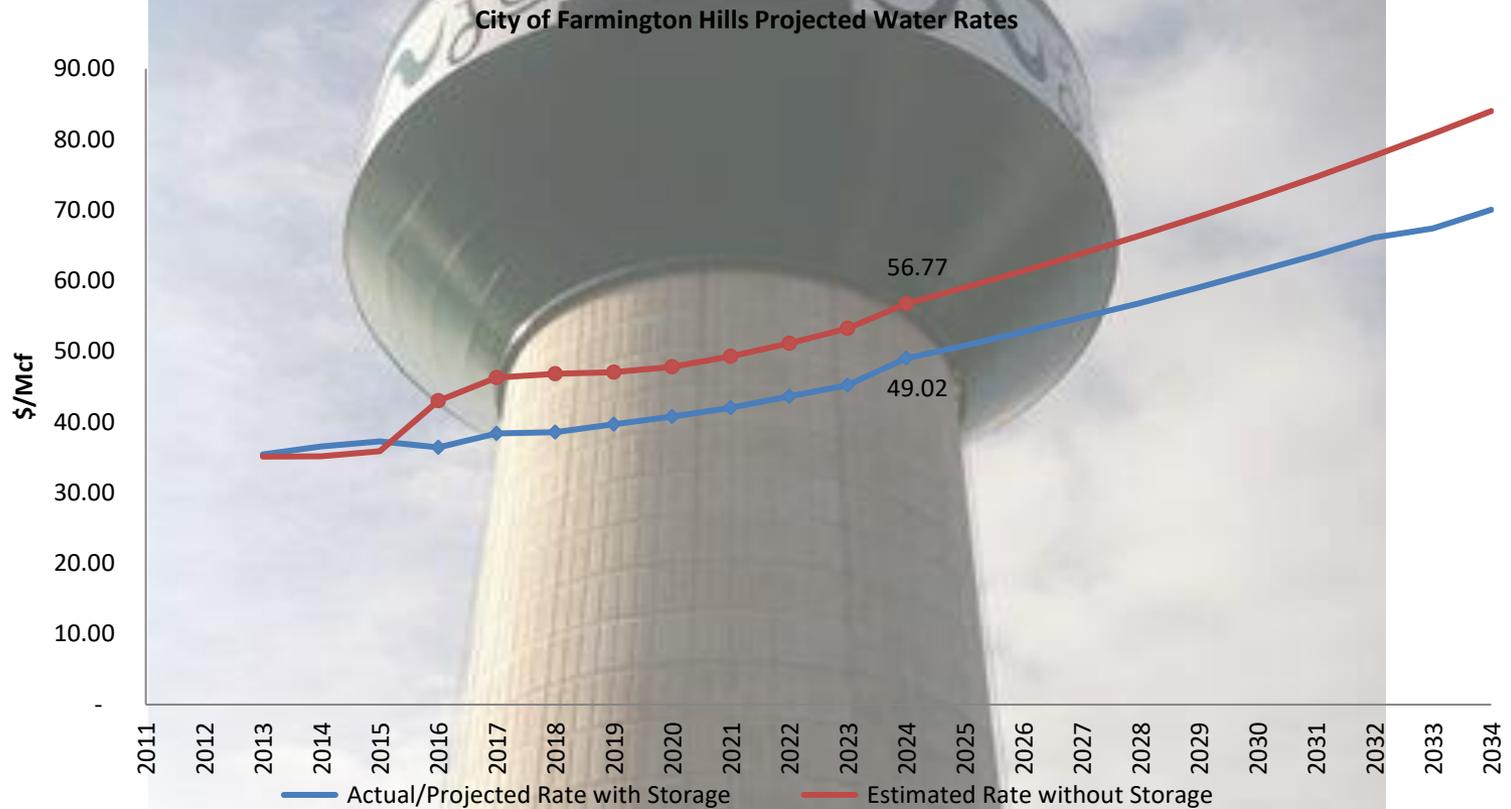
# WATER RATE SUMMARY

Fiscal		(\$/Mcf)							GLWA	OCWRC	Total		
Year	GLWA	O&M	Debt Service	Maint Reserve	Capital Reserve	Non-Rate Revenue	Total	OCWRC	Total	Change	% Change	% Change	Change
2022	27.37	11.56	2.84	1.50	2.99	(2.64)	16.25	43.62	1.58	3.3%	4.3%	3.8%	
2023	28.19	12.13	2.74	1.49	2.97	(2.31)	17.02	45.21	1.59	2.9%	4.7%	3.6%	
2024	29.71	12.63	2.83	1.51	4.52	(2.18)	19.31	49.02	5.40	5.1%	13.5%	8.4%	

▲ **FY 2024 estimated average quarterly increase = \$14.86 per residential customer**

▲ **FY 2024 estimated quarterly bill = \$191.18**

▲ **FY 2024 minimum quarterly increase = \$6.09     \$72.34 vs. \$78.43**



▲ FY 2024 estimated GLWA annual charges using PRE-storage demands = \$13,376,000

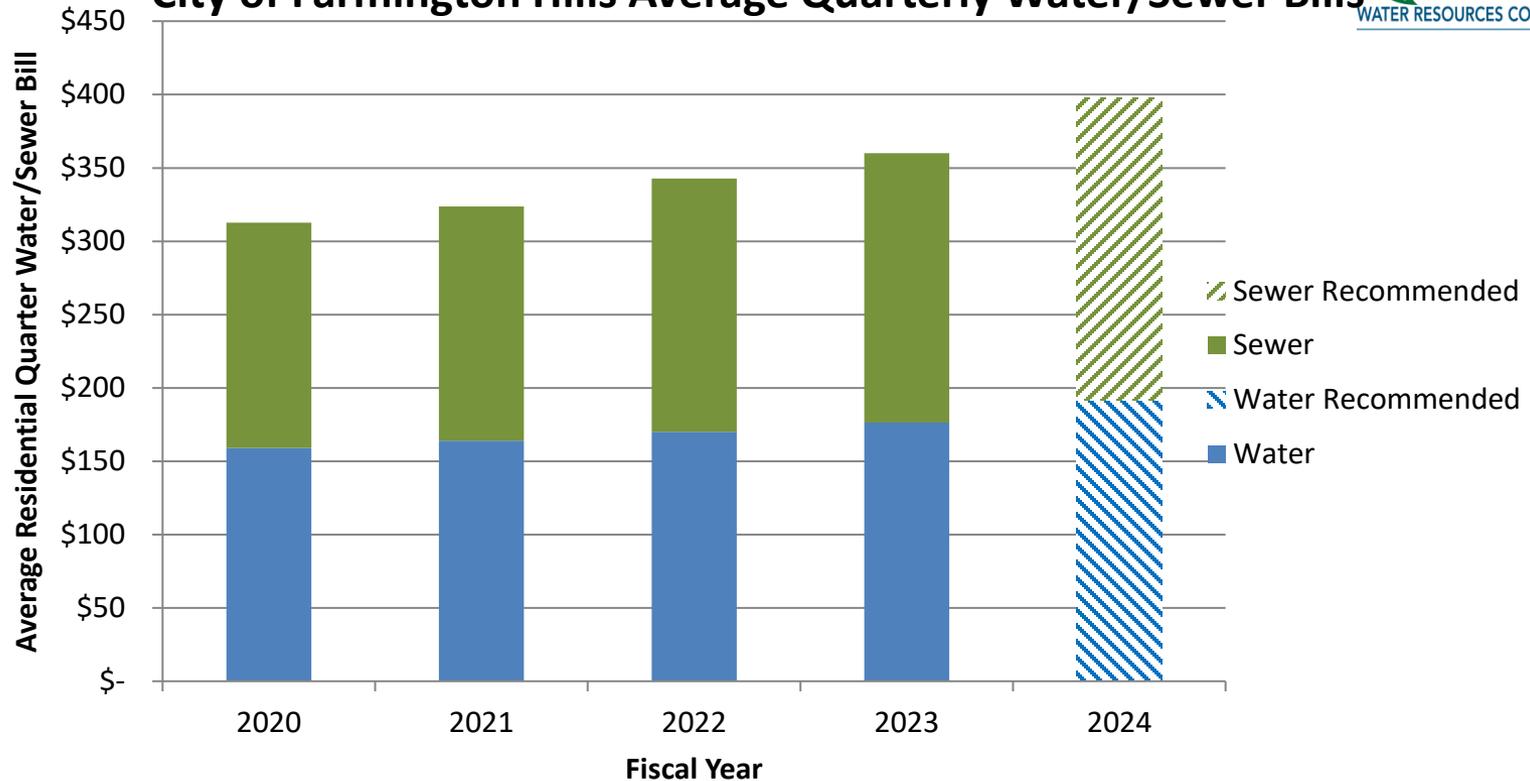
▲ FY 2024 GLWA projected annual charges using POST-storage demands = \$9,863,000

▲ FY 2024 estimated savings including debt = \$2,573,000

▲ Estimated total savings thru FY 2024 = \$22,655,000

# Water and Sewer Combined Rates

## City of Farmington Hills Average Quarterly Water/Sewer Bills



	GLWA Fiscal Year				
	2020	2021	2022	2023	2024
Water	\$ 159.04	\$ 163.96	\$ 170.12	\$ 176.32	
Water Recommended					\$ 191.18
Sewer	153.54	159.67	172.58	183.77	
Sewer Recommended					206.70
<b>Total</b>	<b>\$ 312.58</b>	<b>\$ 323.63</b>	<b>\$ 342.70</b>	<b>\$ 360.09</b>	<b>\$ 397.88</b>
<b>% Change</b>		3.5%	5.9%	5.1%	10.5%

Based on consumption of 3.9 thousand cubic feet per quarter

## MAJOR CAPITAL EXPENSES

### Water System (through 2030):

Kimberly Subdivision	\$10M
Kendallwood Subdivisions 2-4	\$14M
Westbrook Manor Subdivisions 1-4	\$16M
Old Homestead Subdivision	\$6M

### Sanitary Sewer System (through 2030):

EFSD CAP (FH Share)	\$37M
Annual System Renewal	\$2.5M-\$4M/year

# Q & A

# SEWER RATE SUMMARY

Overall increase of \$5.88/MCF (1,000 cubic feet) or 12.5%

Reduction in sales

Increase in GLWA charges

Increase in Capital Reserves and Major Maintenance Reserves

# WATER RATE SUMMARY

Overall increase of \$3.81/MCF (1,000 cubic feet) or 8.4%

Reduction in sales

Increase in GLWA charges

Increase in Capital Reserves and Major Maintenance Reserves



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***Inter-Office Correspondence***

**DATE:** April 21, 2023

**TO:** Gary Mekjian, City Manager

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

**SUBJECT:** Short Term Rental in Farmington Hills

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As part of the City Council goals session, issues arising from Short Term Rentals in Farmington Hills were raised. The City Council requested an update be brought by staff to a Study Session in the Spring of 2023. This topic is scheduled for the April 24, 2023 City Council Study session.

Planning and Community Development has prepared an update to be presented at this meeting. The presentation will cover the strategies and tools that have been utilized over the last year and updates that are in process to address nuisance issues that can arise from this type of use.

My office will present information on the history of code enforcement efforts, a proposed revision to the definition of Motel (permitted location for short term overnight stays) and an updated process in cooperation with the 47<sup>th</sup> District Court to improve corrective responses from the property owners.

**Attachments:**

- [Revised Motel Definition 2023](#)

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 2.0, SECTION 2.2, "DEFINITIONS," TO AMEND THE DEFINITION OF "MOTEL."

THE CITY OF FARMINGTON HILLS ORDAINS:

**Section 1 of Ordinance. Ordinance Amendment.**

The Farmington Hills City Code, Chapter 34, "Zoning," Article 2.0, Section 2.2, "Definitions," is hereby amended to change the definition of "Motel" to read as follows:

**Motel** means a dwelling unit, group of dwelling units, and any other type of building or group of buildings, which contains one or more rooms or sleeping units that are accessible from either the exterior or interior of such building or buildings, has access to a garage or other area to park vehicles, and provides overnight lodging that is offered or made available to the public for compensation on a per night or weekly basis.

Deleted: ing

Deleted: designed to provide overnight lodging that is offered to the public for compensation and that caters primarily to the public traveling by motor vehicle.

**Section 2 of Ordinance. Repealer.**

All ordinances, parts of ordinances, or sections of the City Code in conflict with this ordinance are 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 3 of Ordinance. Savings.**

The amendments of the Farmington Hills Code of Ordinances set forth in this ordinance do not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendments of the Farmington Hills Code of Ordinances set forth in this ordinance.

**Section 4 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, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated, and 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 5 of Ordinance. Effective Date.**

The provisions of this ordinance are ordered to take effect twenty-one (21) days after enactment.

**Section 6 of Ordinance. Date and Publication.**

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:  
Nays:  
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 of the \_\_\_\_ day of \_\_\_\_\_, 2023, the original of which is on file in my office.

\_\_\_\_\_  
Pamela B. Smith, City Clerk  
City of Farmington Hills



OFFICE OF CITY CLERK

**DATE:** April 21, 2023  
**TO:** Mayor and City Council  
**FROM:** Pamela B. Smith, City Clerk  
**SUBJECT:** Liquor License Update

The city has one remaining city quota license to issue and 3 quota licenses that are under a moratorium until at least September, 2023. The Clerk's Office has received three applications for the one license. I have outlined below the process in which applications were received and routed for recommendations. With the change in city policy to bring these as they are submitted, I am seeking further direction from City Council on whether you wish to bring one application to the City Council at a time in the order they were received and all staff recommendations received or bring all applications to the same meeting for those who have completed the review process prior to the next meeting. When the policy was amended by Council, it was indicated that these should come to council as they were submitted; however, I don't believe Council at that time anticipated the potential for having multiple applications submitted and completing the review process around the same time.

**Applications submitted:**

On January 5, 2023, an application for a city quota liquor license was received for Daily Jam a reconstruction of a building on the south side of 12 Mile Road (formerly Panera Bread). The application was routed to various departments and it was determined that additional information (site plans) was required in order for the Planning Department to conduct their review.

On March 17, 2023 a second application for this quota license was received for an existing business, Recipes, located on Haggerty Road, south of 14 Mile Road. The applicant was informed that we had received one application already for this license, but he wished to pursue the license. Also, it was not known at this time when Daily Jam would be submitting the required site plans and if they would complete the review process prior to Recipes.

On April 12, 2023, Daily Jam submitted the required site plans and the Planning Commission submitted their recommendation to my office on April 13, 2023. All staff recommendations as of April 13, 2023 were received by the Clerk's Office.

All staff recommendations were received for Recipes as of April 18, 2023.

The third application for Unique Cuisine, located in the Halsted Village Shopping Center, submitted their application on April 10, 2023. The applicant was also notified that there were two other applicants that had already applied for the one available license and that those applications could potentially be taken to Council for consideration before staff could

review his application and make recommendation to City Council. The applicant decided to pursue the license. We have not yet received all recommendations on this applicant, but it is possible that all three applications will complete the review process before the next meeting of May 8, 2023.

**Moratorium quota licenses:**

With regard to the moratorium licenses, I also wanted to alert Council as to how we were handling inquiries. My office has had several requests to “hold” applications either for existing applicants that may not receive this one quota license or from persons who want to apply now and have us hold their application until the licenses are released from the moratorium. I have made the decision to not accept any applications for licenses under the moratorium and that are not available. The City Attorney has concurred with that action.

It is also suggested that before the moratorium is lifted that the city’s alcoholic liquor ordinance and city liquor license policy are again revisited to outline how those licenses will be issued based on decisions resulting from the master plan process.

**Recommendation:**

Tonight, I am simply seeking a consensus on the applications received and how Council wishes to have those come before them at a regular meeting for consideration.

Respectfully submitted,

Pamela B. Smith, City Clerk

**AGENDA**  
**CITY COUNCIL MEETING**  
**APRIL 24, 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 (5:30 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. Introduction of State Representative Jason Hoskins
3. Proclamation recognizing the City of Farmington Hills as a [Community United Against Hate](#)
4. Presentation of [Police Department 2022 Annual Report](#)
5. Presentation of [Fire Department 2022 Annual Report](#)

**CORRESPONDENCE**

**CONSENT AGENDA** - (See Items No. 10 - 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:**

6. Public hearing and consideration of [Amendment to Planned Unit Development Plan 6, 1993](#) located at 27604 Middlebelt Road.

7. Public hearing and consideration of approval of the Community Development Block Grant (CDBG) 2023/2024 Projected Use of Funds. [CMR 4-23-52](#)

**UNFINISHED BUSINESS:**

8. Consideration of approval of the ENACTMENT of [Ordinance C-5-2023](#) 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), and approval of summary for publication.
9. Consideration of approval of the ENACTMENT of [Ordinance C-6-2023](#) amending 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, and approval of summary for publication.

**CONSENT AGENDA:**

10. Acknowledgement of [Third Quarter Financial Summary Report and Quarterly Investment Report](#).
11. Recommended approval of award of bid for two trailer mounted tree chippers to Vermeer of Michigan in the amount of \$178,800. [CMR 4-23-53](#)
12. Recommended approval of award of bid for a forestry bucket truck to Wolverine Freightliner-Eastside in the amount of \$94,327. [CMR 4-23-54](#)
13. Recommended approval of purchase of Investigative Equipment, Licensing and Training for Digital Forensics with Cellebrite company in the amount of \$10,100, Cell-Hawk Inc. in the amount of \$4,995 and Magnet-Axiom in the amount of \$6,495, with additional administrative authorization to approve ongoing annual licensing fees for all solutions. [CMR 4-23-55](#)
14. Recommended approval of award of State of Michigan Customer Choice Natural Gas Contract. [CMR 4-23-56](#)
15. Recommended approval of request for employment under Section 10.01A of the City Charter for a [Hawk Concessions Attendant](#).
16. Recommended approval of request for employment under Section 10.01A of the City Charter for a [Substitute Bus Driver](#).
17. Recommended approval of request for employment under Section 10.01A of the City Charter for a [Nature Camp Coordinator](#).
18. Recommended approval of request for employment under Section 10.01A of the City Charter for a [Nature Camp Instructor](#).
19. Recommended approval of the City Council [study session meeting minutes](#) of April 10, 2023.
20. Recommended approval of City Council [regular session meeting minutes](#) of April 10, 2023.

**ADDITIONS TO AGENDA**

**ADJOURNMENT**

Respectfully submitted,



Pamela B. Smith, City Clerk

Reviewed by:



Gary Mekjian, City Manager

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



**PROCLAMATION**  
**Community United Against Hate**  
**April 24, 2023**

- WHEREAS,** our nation was founded on the fundamental conviction that all persons are entitled to equal rights, equal protection, and equal opportunity; and
- WHEREAS,** any acts of racism, anti-Semitism, homophobia, and ethnic bigotry, both subtle and overt, substantially undermine our communities, schools, and the promise of equal rights, protection, and opportunity that have not been fully realized; and
- WHEREAS,** the strength of the Farmington/Farmington Hills community is derived from the growing diversity of our residents and the common ties that we all share; and
- WHEREAS,** our City leaders have taken strategic and specific actions to promote a sense of belonging and inclusion among our residents and our employees; and
- WHEREAS,** we will continue to enforce a zero-tolerance policy for hate crimes and will stand up against all forms of racism, prejudice, and intolerance; and
- WHEREAS,** we encourage all people to unite against hate and actively learn from those who have different experiences and come from various backgrounds.

**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 that we are a **Community United Against Hate** and call upon the residents of Farmington Hills to welcome all people regardless of race, religion, ethnicity, age, gender identity, sexual orientation, disability, or class and to recognize that we are stronger when we encourage diversity and declare that hate has no home in our community.

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

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Vicki Barnett, Mayor



# Farmington Hills Police Department 2022 Annual Report



## Mission Statement

*The Farmington Hills Police Department is committed to maintaining the safety and quality of life of this community, through the delivery of superior police services without prejudice or partiality.*



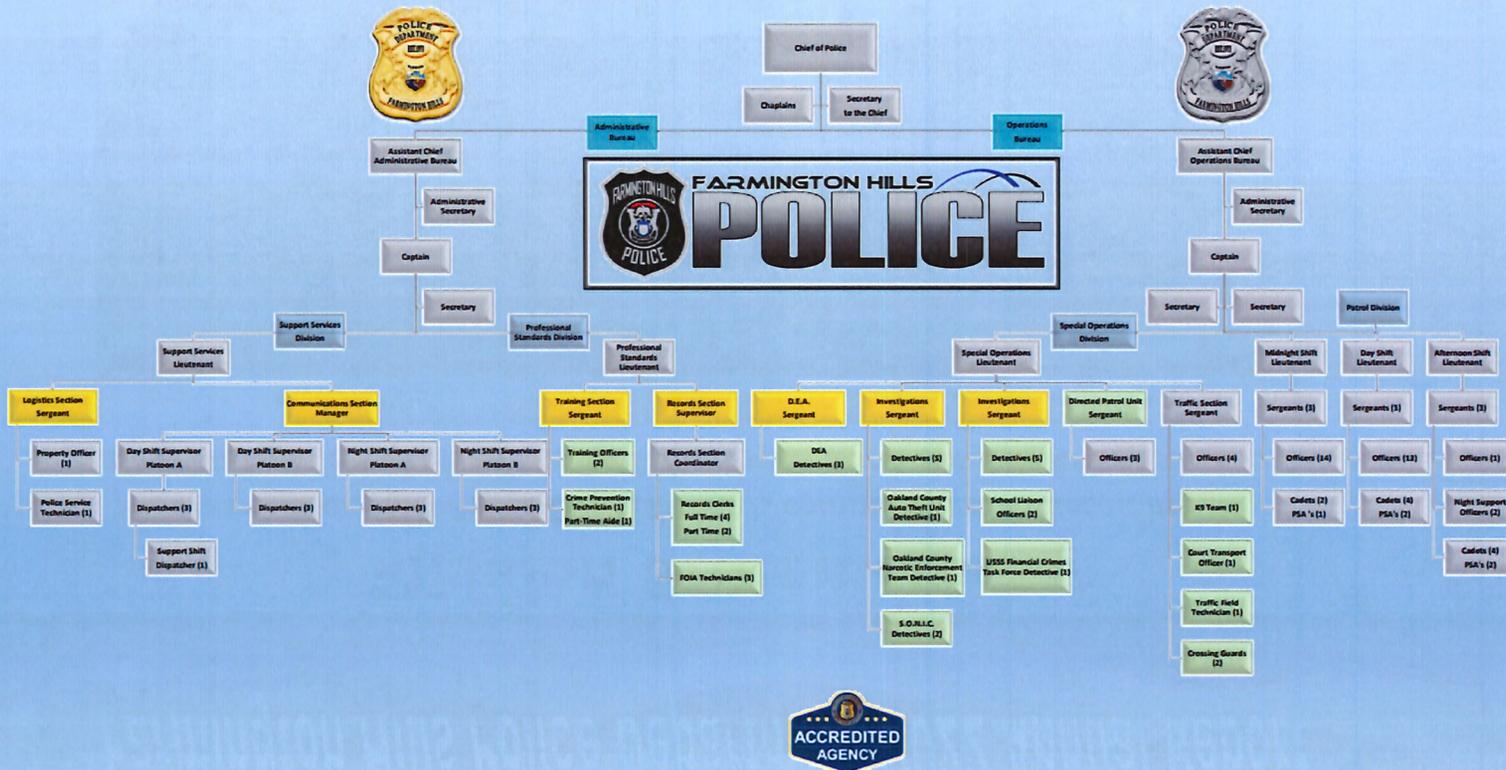
[www.fhgov.com](http://www.fhgov.com)



# Structure & Function



## FARMINGTON HILLS POLICE DEPARTMENT ORGANIZATIONAL CHART





# Executive Staff



## Operations Bureau

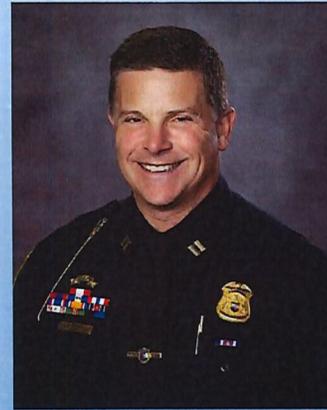


Assistant Chief  
John Piggott

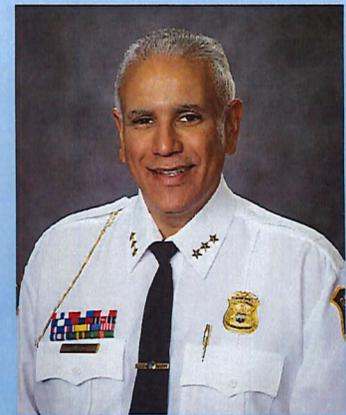


Captain  
Andrius Radze

## Administrative Bureau



Captain  
Richard Blendea



Assistant Chief  
Daniel Rodriguez



# Personnel-Promotions



Dispatch Supervisor  
Catherine Mason



FOIA Technician  
Allie Carr



Records Coordinator  
Beverly Yharbrough



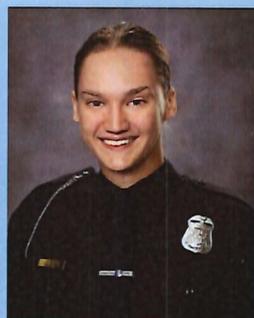
Admin Secretary  
Jane Savage



Ofc. Jessica Dabish



Ofc. Austin Atkins



Ofc. Madelyn Nelson



Ofc. Katelyn Fetherolf



# Personnel Promotions



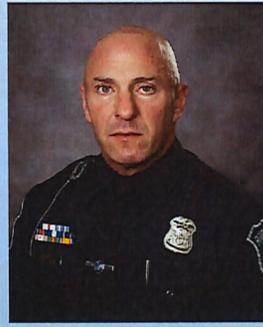
Sgt. Virginia Larsen



Sgt. Ryan Yudt



Sgt. Matthew Smith



Sgt. Anthony Bateman



Sgt. Kevin Rowell



Sgt. Chris Weiss



Sgt. Thomas Allen



Lt. Domenic Lauria



Lt. Jason McDonald



Lt. Kurt Bearer



# New Hires - Officers



Ofc. Mohammed Alkafaji



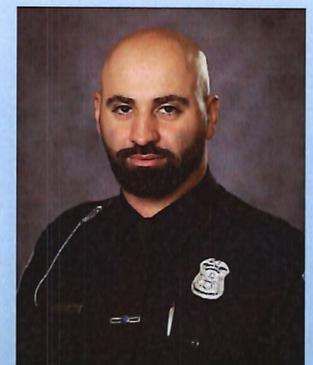
Ofc. Alexander Aquiline



Ofc. Mohammed Boussi



Ofc. Jacob Downing



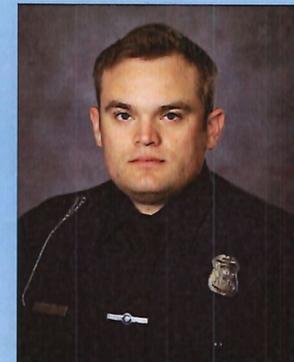
Ofc. Michael El-Hage



Ofc. Ryan Fitzpatrick



Ofc. Colin Hanosh



Ofc. Jack Hintze



# New Hires - Officers



Ofc. Alec Keck



Ofc. Jase Paciocco



Ofc. Cesar Quinonez



Ofc. Victoria Reilly



Ofc. Aristides Reyes



Ofc. Claire Schomberger



Ofc. Christa Towns



# New Hires



Cadet Blaine Wright



Cadet Liana Petroni



Cadet Isabel Nostrandt



Cadet Timothy Shingleton



Cadet Colby Morrison



Cadet Sarah Fehr



Cadet Stephen Guerriero



Dispatcher Ryan Moyers



Crime Prevention Technician  
Barbara McDaniel



Records Clerk  
Madison Grisdale



Records Clerk  
Patricia Lovelace



Records Clerk  
Kimberly McCree



# Retirements



**Ofc. Newcomb**



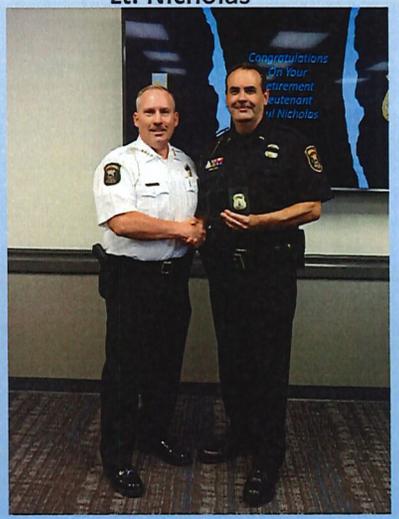
**Sgt. Hughes**



**Sgt. Bastianelli**



**Lt. Nicholas**



**Sgt. Mark Haro**



**Ofc. Andrew Plemmons**



**Sgt. Mark Rash**



# Special Awards



Farmington Hills  
Police Officers of the Year  
Sgt. Ryan Yudt



American Legion  
Police Officer of the Year  
Ofc. Bradley Lavin



Employee of the Year  
Communications Manager  
Jennifer Robertson



Optimist Club  
Police Officer of the Year  
Ofc. Robert Gerak





## Special Achievements



### Staff and Command Graduation—Lt. Kurt Bearer

Lieutenant Kurt Bearer graduated from the prestigious Northwestern University School of Police Staff and Command (SPSC). SPSC is an intensive 10 – week educational program that prepares law enforcement managers for executive positions within their departments. The SPSC is considered the worldwide leader in the development of law enforcement professionals . Lieutenant Bearer attended various specialized courses covering executive management training, human resources administration, investigative techniques and analytical skills. Research is a key component of the SPSC and each student must complete a research project which is related to a critical issue facing their own agency. The knowledge gained can often be put to immediate use by the graduates.





## *Department Recognition*



### What is Niche?

Niche helps students and parents find the schools and places to live that are right for them.

### Niche Best Places to Live Rankings

The [Best Places to Live](#) provides a comprehensive assessment of the overall livability of an area. This grade takes into account several key factors of a location, including the quality of local schools, crime rates, housing trends, employment statistics, and access to amenities in an attempt to measure the overall quality of an area.

**Best Places to Live in the Detroit Area  
Farmington Hills Ranked #21**

**Best Places to Retire in Michigan  
Farmington Hills Ranked #24**

**2022 Best Places for Young Professionals in the Detroit Area  
Farmington Hills Ranked #18**



## Department Recognition



### The 50 Safest Cities to Raise a Family in 2022

**Population: 80,708**

**Sex Offenders Per 1,000: 1.03**

**Violent Crime Per 1,000: 1.04**

**Property Crime Per 1,000: 6.91**

#### Methodology: How we picked the safest cities for families:

We compiled the list of the safest and most dangerous cities to raise a child by analyzing the FBI's 2020 violent and property crime report statistics.

Cities were ranked according to the rate of reported violent crimes (including aggravated assault, murder, rape, and robbery) and property crimes (burglary, arson, larceny-theft, and motor vehicle theft).

We only included cities with populations over 75,000 to help filter out smaller townships and municipalities. We removed any cities with incomplete data (12 in total). Our final report includes a total of 430 cities.

Each city was ranked based on the factors below:

- **Violent crimes per 1,000 (30%):** More violent crimes negatively affect the score.
- **Property crimes per 1,000 (30%):** More property crimes negatively affect the score.
- **Sex offenders per 1,000 (40%):** More offenders negatively affect the score.



# Drug Take Back



## Prescription Drug Take Back Day 215 POUNDS Collected by the FHPD

On Saturday, April 30th, the Police Department partnered with the Drug Enforcement Administration (DEA) and removed over 214 POUNDS of expired, unused, or unwanted prescription drugs safely and anonymously from homes throughout the community.



## Prescription Drug Take Back Day 214 POUNDS Collected by the FHPD

On Saturday, October 29th, the Police Department partnered with the Drug Enforcement Administration (DEA) and removed over 214 POUNDS of expired, unused, or unwanted prescription drugs safely and anonymously from homes throughout the community. All collected drugs were destroyed by the DEA in accordance with federal and state laws and regulations.

A medicine drop box is located in the Police Department lobby at 31655 W. Eleven Mile Road that accepts prescription drug drop-offs 24 hours a day, seven days a week.



Deterra permanently deactivates any medication including opioids, thereby preventing drug misuse.

- 200+ pouches were given out.
- Each pouch has a water-soluble inner pod containing activated carbon.



# CPAC



Representatives from the public engage with the Chief on important topics effecting the community.



# Citizen's Police Academy



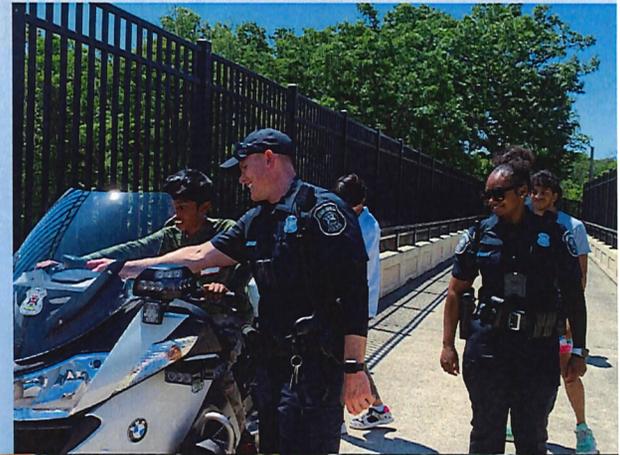
Citizen's Police Academy is a program designed to acquaint community residents who are not sworn police officers with the activities of the Farmington Hills Police Department.



# Community Connections



Blue , Red & You, Youth Career Day and Police Officer for a Day

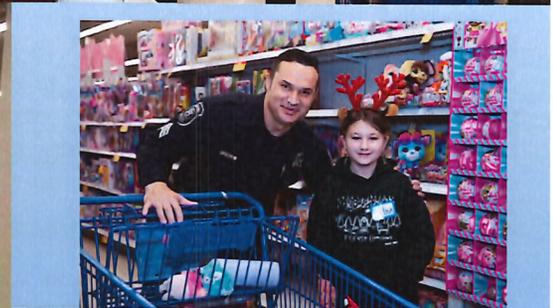




# Community Connections



Shop with a Hero held at Meijer  
32 children received donations





# Community Connections



Faith & Blue  
Trunk or Treat

Cop on a Block

School visits



# Community Connections



Toys for Tots, Popsicles with Police, Coffee with a Cop, Recruitment Fairs, Crafting with a Cop and Polar Plunge for the Special Olympics





# Community Sporting Events



Muslim Community Center Volleyball Game



S.A.F.E Softball "Suicide Awareness for Everyone"





# Community Sporting Events



## Special Olympics Law Enforcement Torch Run





## Community Connections



# 2022 Suicide Awareness For Everyone (S.A.F.E.)

## Suicide Prevention Task Force Farmington Area

...let's talk  
about it.

Suicides:	(Adult- 5);	(Juvenile- 0)
Attempted Suicides:	(Adult- 9);	(Juvenile- 0)

Officers Responded to approximately 2000 Mental Health Calls in 2022  
400 Petitions were completed by officers



## Community Connections



### Narcan Trainings for Residents



NARCAN® Nasal Spray may counteract the life-threatening effects of an opioid overdose. Designed for use in the community, NARCAN Nasal Spray is needle-free and ready to use.

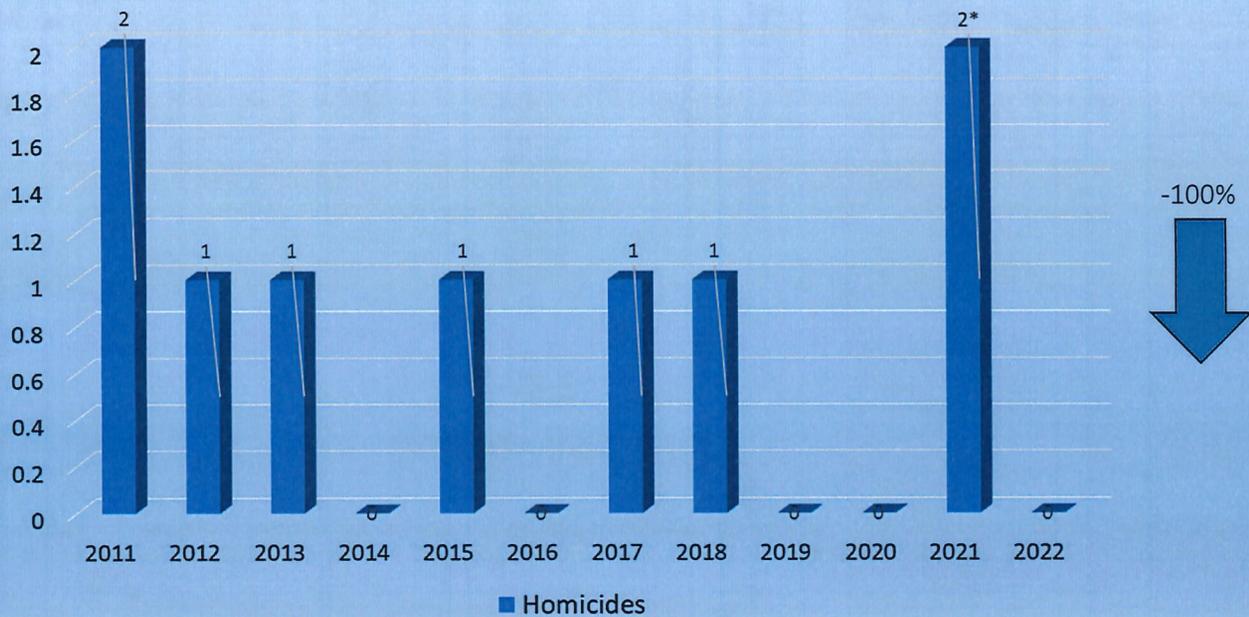
- 43 Drug overdoses in 2022 (8 deaths).
- Narcan was administered 37 times by Police Personnel.



# Crime Statistics



## Homicides 0

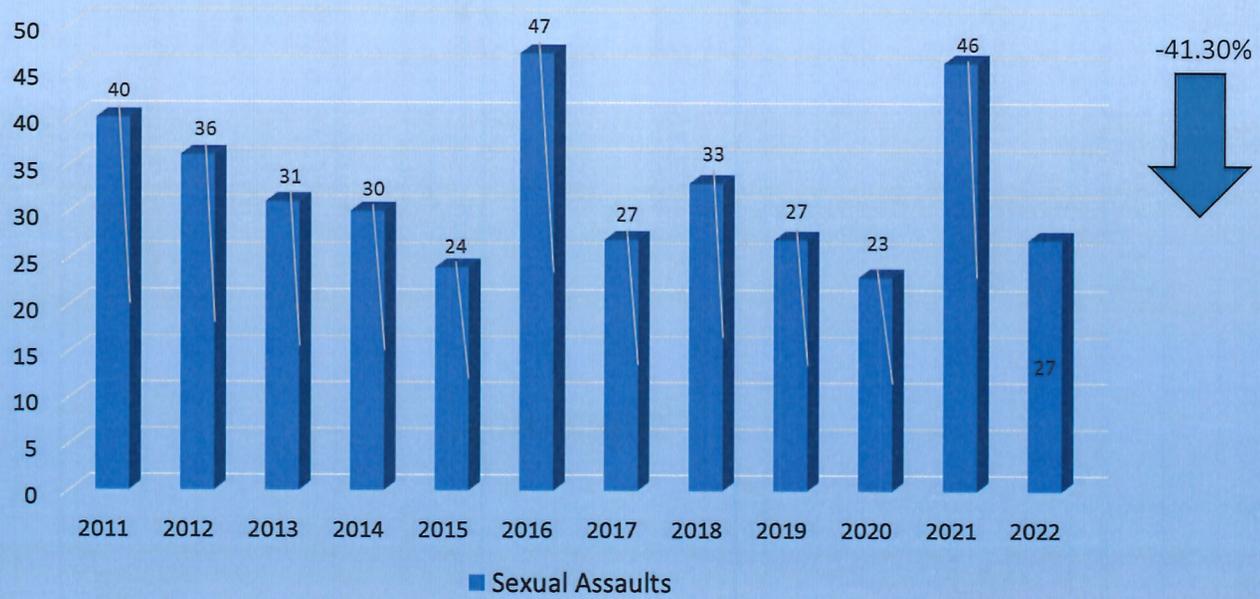




# Crime Statistics

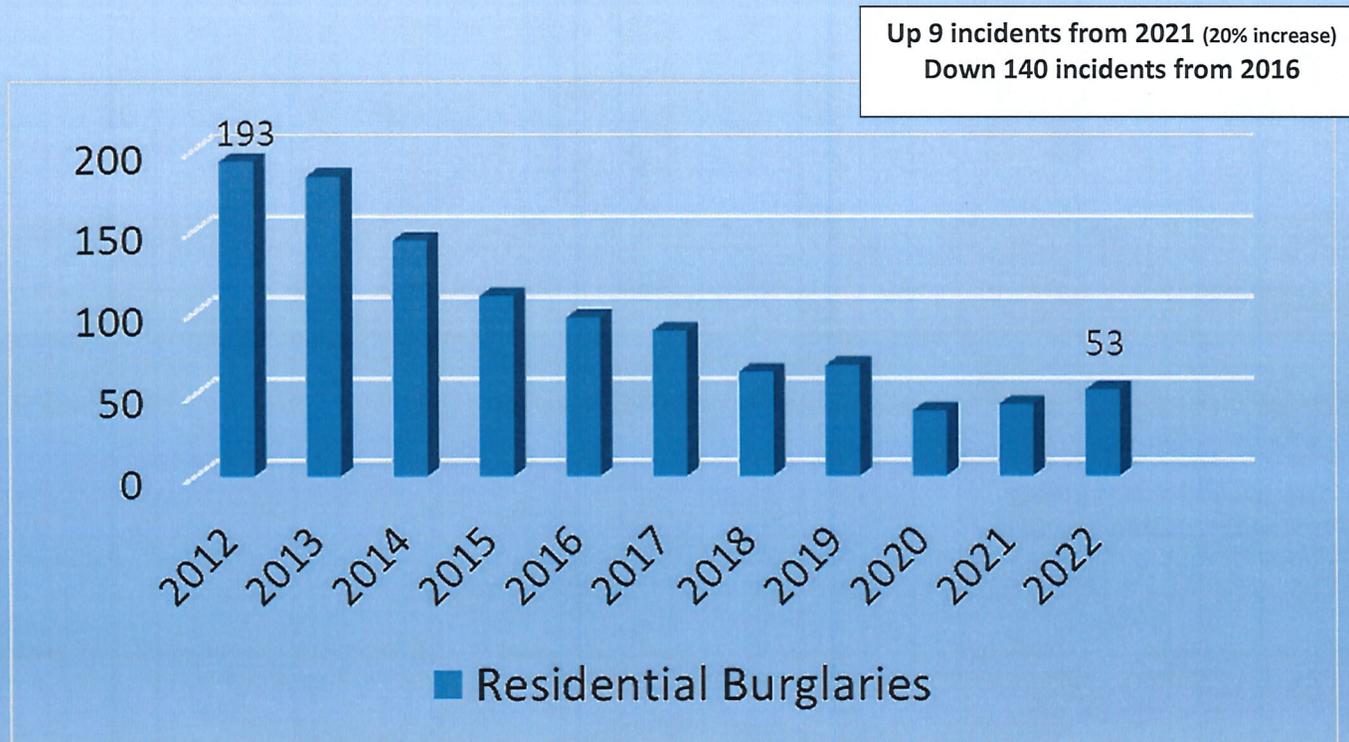


## Sexual Assaults 27



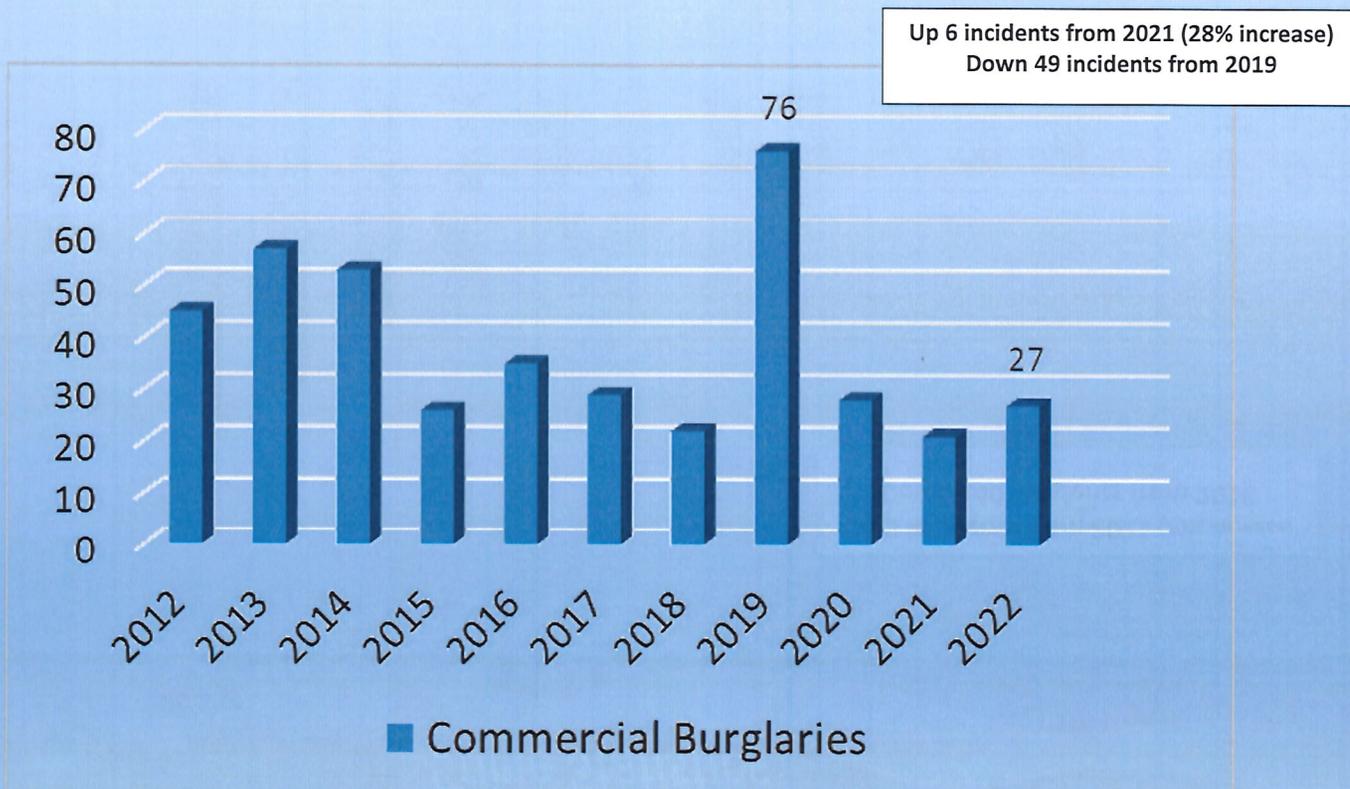


# Crime Statistics





# Crime Statistics

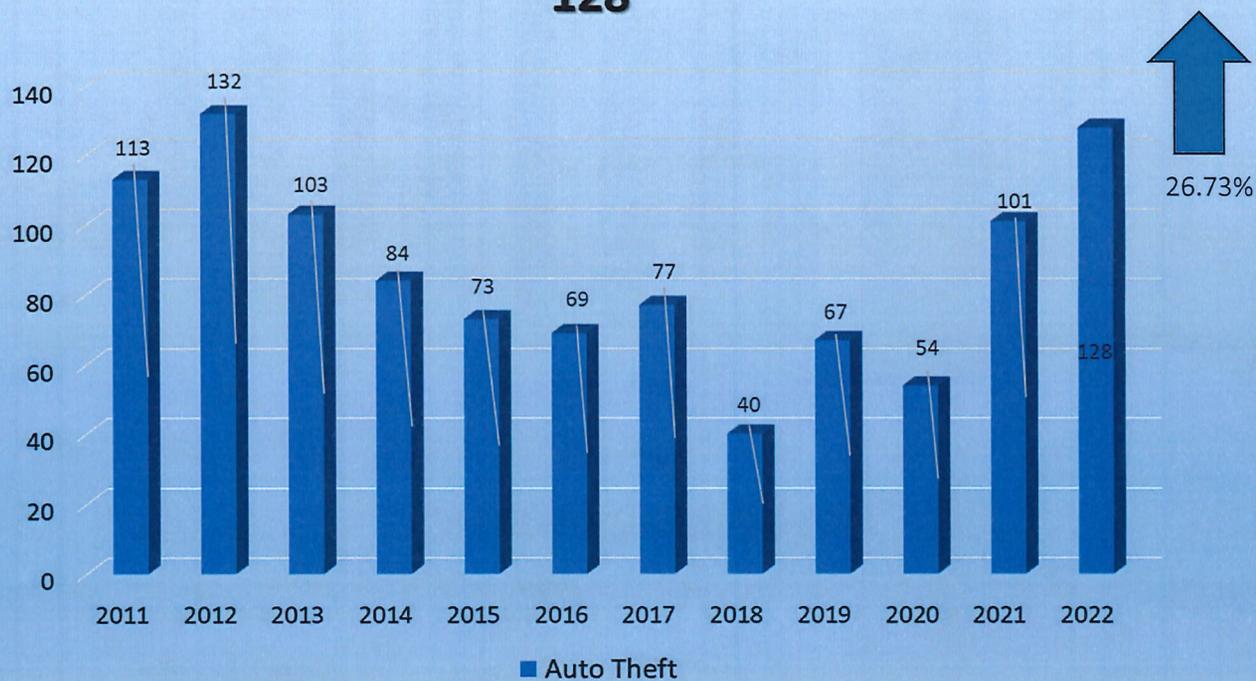




# Crime Statistics



## Auto Thefts 128

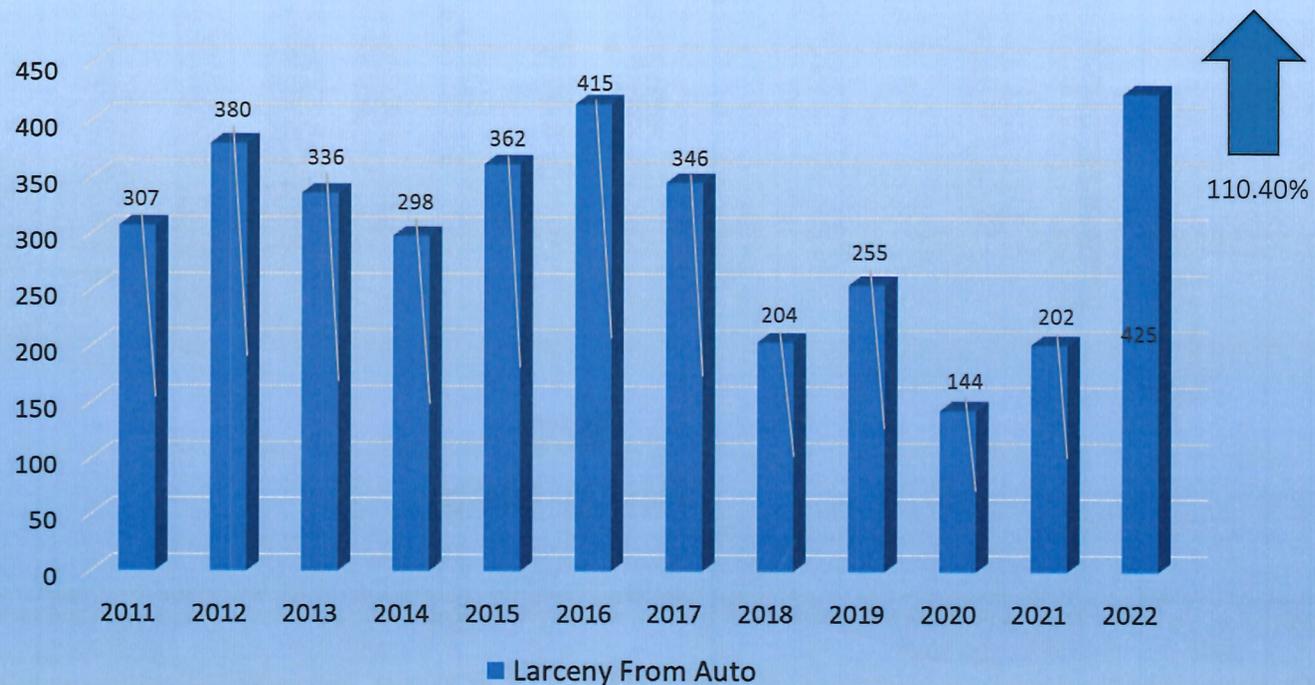




# Crime Statistics



## Larceny from Autos 425



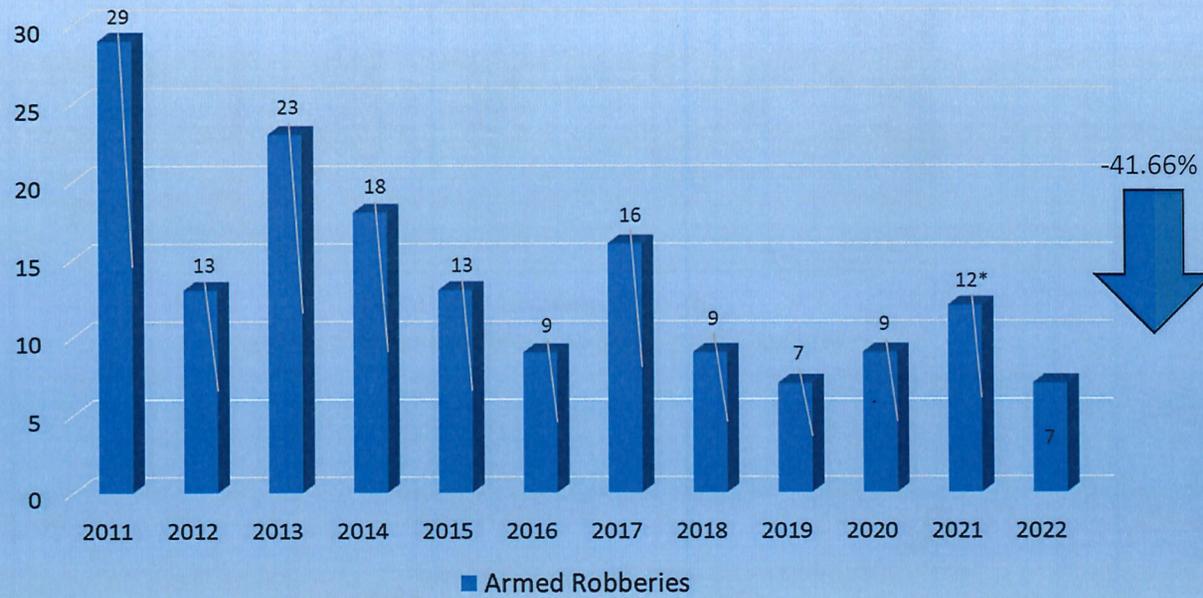


# Crime Statistics



## Armed Robberies

7

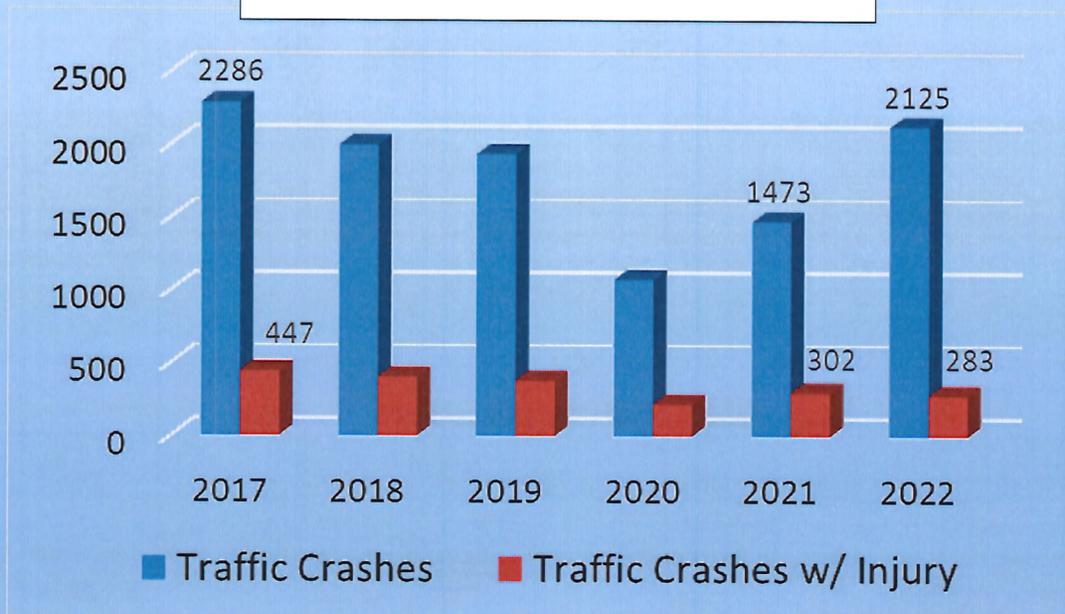




# Crime Statistics



Up 633 total incidents from 2021 (36% increase)  
Down 325 incidents from 2017





# Fatal Car Crashes- 3



**Grand River Ave. & Halsted Rd.  
January 2022  
Single Vehicle/Pedestrian Crash**

A pedestrian was fatally struck while walking in the middle of the road in the early morning hours.

**Eight Mile Rd. & Inkster Rd.  
August 2022  
2 Vehicle Crash**

A vehicle ran a red light and crashed into another vehicle. 1 fatality.

**Twelve Mile Rd. & Balmoral Way  
October 2022  
Hit and Run**

Pedestrian killed



# Communication Center Activity



FHPD = 44,236



5.61%



FHFD = 11,530



1.55%



FCDPS = 11,912



25.75%



## Communications Center Call Volume

911 Calls = 35,049

Non-Emergency Calls = 63,750

Total Incoming Calls to Dispatch Center = 68,005

Total Outgoing Calls to Dispatch Center = 29,675

**Total Incoming and Outgoing Calls to Dispatch Center = 98,799**

Texts to/from 911 = 502

Dispatch Runs = 67,678

Traffic Stops = 9,457

Total Dispatch Runs and Traffic Stops = 77,135



# Statistical Data



<u>Description</u>	<u>2022 Incident Data</u>	<u>% Change From 2021</u>
<b>Group "A" (partial list)</b>		
Murder/Willful Killing—0900-1	0	-100%
Forcible Sex Offenses—1100-1,2,3,4,5,6,7,8	27	-41.30%
Robbery— 1200-0,1	7	-41.66%
Assault Offenses—1300-1,2	84	-81.08%
Burglary— 2200-1,2	77	+18.46%
Larceny From Autos—2300-5,6	425	+110.40%
Larceny All Other—2300-1,2,3,4,7	216	+13.08%
Vehicle Theft—2400-1	128	+26.73%
Arson—2000-0	3	+50%
<b>Group "B" (partial list)</b>		
Fraud (Bad Checks) —2600-6	0	-100%
Operating Under Influence—5400-2	159	-12.64%
Obstruct Police—4800-0	96	+10.34
Disorderly Person—5300-1	62	-10.14%
<b>Group "C" (partial list)</b>		
Sick & Injured Incidents—3200	2,473	+9.32%
Non-Criminal Complaints—3500	1,368	+60%

<u>Description</u>	<u>2022 Incident Data</u>	<u>% Change From 2021</u>
<b>Miscellaneous</b>		
Arrests (Adult)	1,875	+5.04%
Arrests (Juvenile)	50	+66.66%
Reported Incidents	44,224	+5.58%
Traffic Stops	9,457	-0.61%



# 2022 ANNUAL REPORT



# FARMINGTON HILLS FIRE DEPARTMENT





## A MESSAGE FROM THE CHIEF



It is my pleasure to present the Farmington Hills Fire Department's Annual Report for 2022. This comprehensive report provides history, activities, and the resulting statistical data that is continuously examined throughout the year and is utilized to enhance the service that we provide to our community. The men and women of this department responded to a historical high of 11,912 calls for service during 2022. This represents an increase of nearly 30% since 2016. We are privileged to serve each citizen and visitor in our community, and we are exceptionally proud to provide the highest level of Fire and EMS services possible.

Following a couple of challenging years with COVID and the resulting opportunities to engage citizens, our community outreach was back to normal this year. Our annual City-Wide Open House was a huge success and hundreds of guests visited the City Hall Campus and took part in several fire prevention demonstrations and exhibits. A significant and near fatal carbon monoxide (CO) poisoning to a local family allowed us to highlight our generator safety message, along with the importance of CO detectors. We concluded the year with our annual turkey fryer safety information video, along with our holiday message "Water your tree so we don't have to."

The Farmington Hills Fire Department responded to 153 fires in 2022, accounting for approximately \$2,808,451 in fire loss, and most importantly \$19,008,950 in property saved. There were zero firefighter sustained injuries, and I am happy to report that there were only three civilian burn injuries requiring care and transport to the hospital.

I'm proud to share that we have one of the most comprehensive, ongoing training programs in the State of Michigan. Our motto is that "every day is a training day" and as such, our members can be found training daily on topics such as EMS, hazardous materials, fire sciences, and other specialized training.

With the support of the citizens, Mayor, City Council, our City Manager and his staff, as well as the other City departments and supporting governmental organizations, we continue to be a model department that remains solid in being progressive, innovative, and an active organization that enhances opportunities to serve you. Most of all, none of this would be possible without the talented members of this exceptional department and their continued hard work, leadership, and commitment.

A handwritten signature in black ink, appearing to read "Jon Unruh".

Jon Unruh, Fire Chief



## FIRE DEPARTMENT EXECUTIVE STAFF



**DEPUTY CHIEF JASON OLSZEWSKI, CHIEF JON UNRUH, AND FIRE MARSHAL JASON BALOGA**





## EMERGENCY ACTIVITY



Since 2016, the Fire Department has experienced an increase of nearly 30% in run volume. In 2022, Farmington Hills Firefighters responded to the highest number of incidents in department history.

These incidents include the extinguishment of fires, treatment and extrication at vehicular accidents, hazardous materials responses, fire alarms, weather-related incidents, and providing Advanced Life Support (Paramedic) services, and hospital transport for medical emergencies. The department also provides mutual aid response to neighboring communities in accordance with agreements throughout Oakland, Livingston, and Western Wayne Counties.

Our five strategically located fire stations utilize a combination of career and Paid-on-Call Firefighters. Stations 1, 2, 4, and 5 provide 24-hour Firefighter/Paramedic staffing. Station 3 is staffed seven days per week from 7:30 AM until midnight. Including headquarters staff, there are 60 sworn career personnel, four civilian positions, and 53 Paid-on-Call Firefighters.

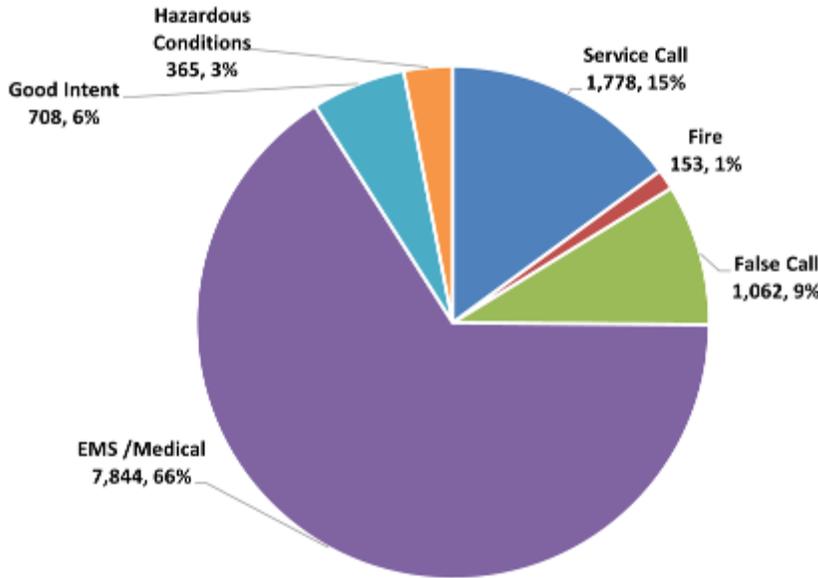
10 YEAR COMPARISON OF TOTAL DOLLAR LOSS DUE TO FIRE	
2022	\$2,808,451
2021	\$2,298,561
2020	\$2,304,951
2019	\$3,229,451
2018	\$3,888,500
2017	\$8,577,000
2016	\$2,830,913
2015	\$2,719,603
2014	\$4,200,900
2013	\$3,901,700
2012	\$10,994,335
10 YEAR AVERAGE — \$4,341,306	

Jason Olszewski, Deputy Fire Chief



# EMERGENCY ACTIVITY

2022 INCIDENT SUMMARY BY TYPE OF CALL



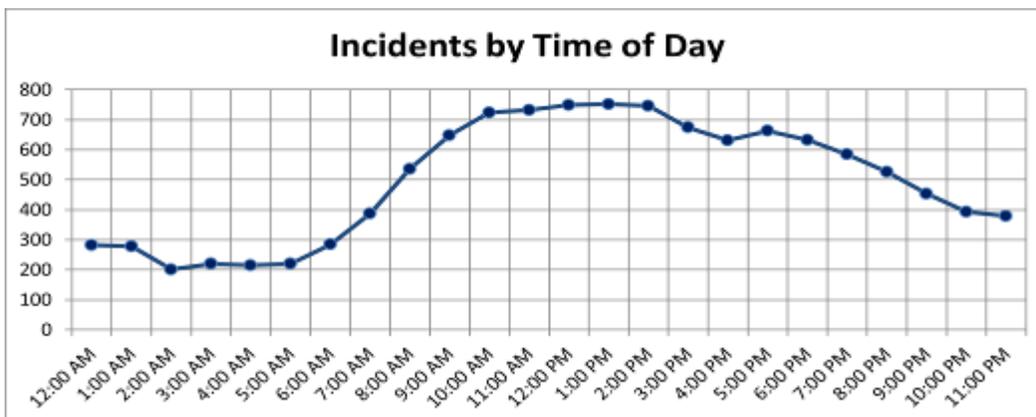
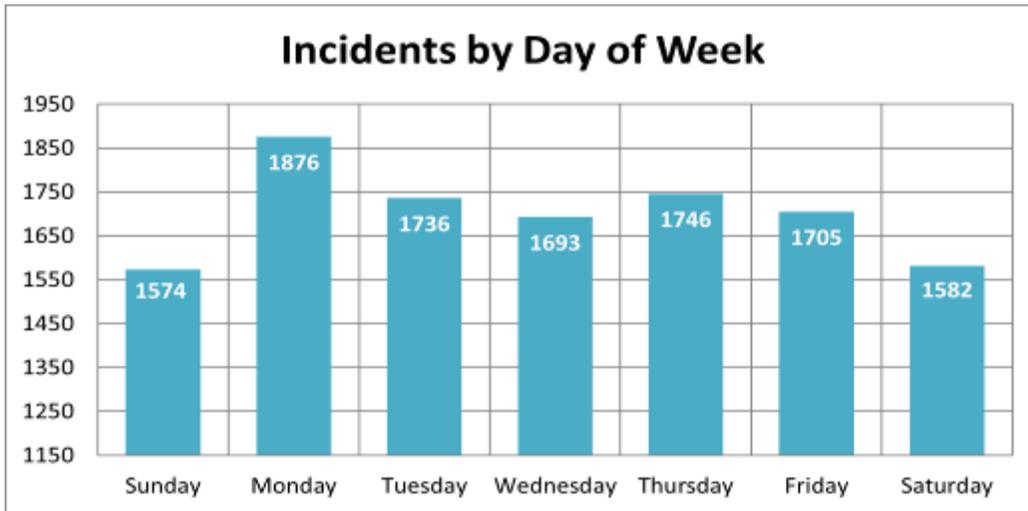
Some examples of call types are listed below:

*Hazardous Conditions*—Wires down, hazardous materials

*False Call*—Fire alarms, medical alarms

*Citizen Assist*—CO Investigation, water flow, electrical issues, etc.

*Good Intent*—Vehicular accident without injuries, smoke investigations





## FIRE PREVENTION



The Farmington Hills Fire Department (FHFD) responded to 153 fires in 2022, accounting for approximately \$2,808,451 in fire loss, and there were zero firefighter sustained injuries. Even though 18 additional fires occurred in 2022 compared to 2021, the total dollar loss remained below three million dollars for the year. Three civilian fire injuries required the Fire Department to transport burn patients to area hospitals due to burn injuries. FHFD's Youth Fire Setter Program did not need to intervene with any youth fire setters in 2022, which is a testament of its success from the previous year's interventions and public education.

Some of the civilian fire injuries noted in 2022 were related to smoking while utilizing oxygen and using gasoline to ignite a recreational fire. Improperly discarded fireworks, smoking materials, and unattended cooking were other causes of fires noted for which the FHFD provided emergency services.

A significant carbon monoxide incident occurred in 2022 where a generator being used during a storm related power outage contributed to a family's carbon monoxide poisoning. This event required treatment and transport of the four family members by FHFD Firefighter/Paramedics to local hospitals for further treatment in a hyperbaric chamber. Fortunately, no lives were lost in this incident.

Carbon monoxide (CO) is often overlooked as a deadly hazard. CO is referred to as "the silent killer" as CO is colorless, odorless, and tasteless. 34 carbon monoxide alarms were installed in homes by Farmington Hills Firefighters in 2022. These smoke and carbon monoxide alarms installed by firefighters are provided free of charge to residents who need them. This is only made possible with grant funding and the community partners who have supplied alarms to the Fire Department.

Partnerships with the State of Michigan, American Red Cross, and local partners also supplied Farmington Hills Firefighters with smoke alarms. 126 smoke alarm installations in over 77 homes were completed in the city. A working smoke alarm is a vital piece of equipment to have in the event of a fire.

One of the most important safety messages to reinforce is that working smoke alarms have been determined to be one of the best defenses against fire related deaths. The State of Michigan reported that in 2022, 132 people died in their homes as a result of fire. It was reported that many of these deaths were preventable as 81% percent of homes with multi-fatalities did not have working smoke alarms.

During business hours, the Fire Prevention Division conducted 1,081 building inspections which reflects a 10% increase in inspection volume compared to last year. 104 building plan reviews were also conducted by the Fire Department's Plan Review Officer.

The Fire Department and Engineering Department have worked together to reduce the number of "dry areas" that lack fire hydrant coverage in the city. Since 2018 the dry area parcels have been reduced from, 1,198 to 961, a reduction of approximately 20%. The addition of hydrants in areas which were lacking have improved the response capabilities of the Fire Department.



## FIRE PREVENTION CONTINUED

Public outreach programs continue to be a large focus of the Fire Department. The Fire Department maximizes its exposure by attending many community events such as the Marshmallow Fly and Fry, Hay Day, and the City-Wide Open House. Over 100 public education events were presented by the Fire Department in which 3,426 children and 2,136 adults were impacted.

Records requests, Freedom of Information Act (FOIA) requests, and subpoenas are also processed by the Fire Marshal's Office. Throughout the year, there were 235 EMS record requests, 158 Fire Department FOIA requests, and six subpoenas that were reviewed and prepared.

Fire Prevention deploys its Community Risk Reduction efforts strategically by gathering, tracking, and reporting data at local, state, and national levels. The call volume handled by FHFD in 2022 (11,912) represents the service load that the Fire Department handled with its current resources. A better measure of effectiveness of a Fire Department are the dollars saved when a fire occurs at the current service load for that year.

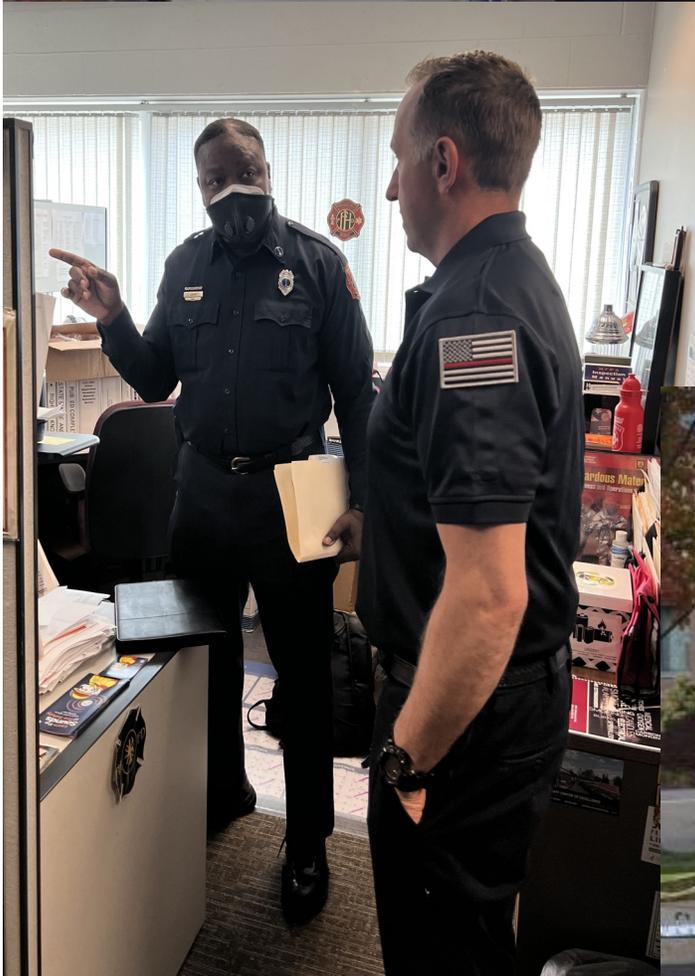
To help quantify its effectiveness, this year the Farmington Hills Fire Department started tracking not only the dollars lost by fire in 2022 as mentioned above, but also started to track the dollars saved to better showcase the taxpayer's investment in the Fire Department. The total dollars saved in 2022 was \$19,008,950.

It only takes one fire out of the 153 fires which occurred this year to have a significant economic impact of loss in a community. The dollars saved do not include the value of life which would dramatically increase the value saved.

This valuable data continues to guide the planning and decision making of the Farmington Hills Fire Department. Continuous evaluations occur in the office setting amongst administrative staff and on emergency incidents under the leadership of department officers as the FHFD continues to evolve to meet the needs of the community.

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

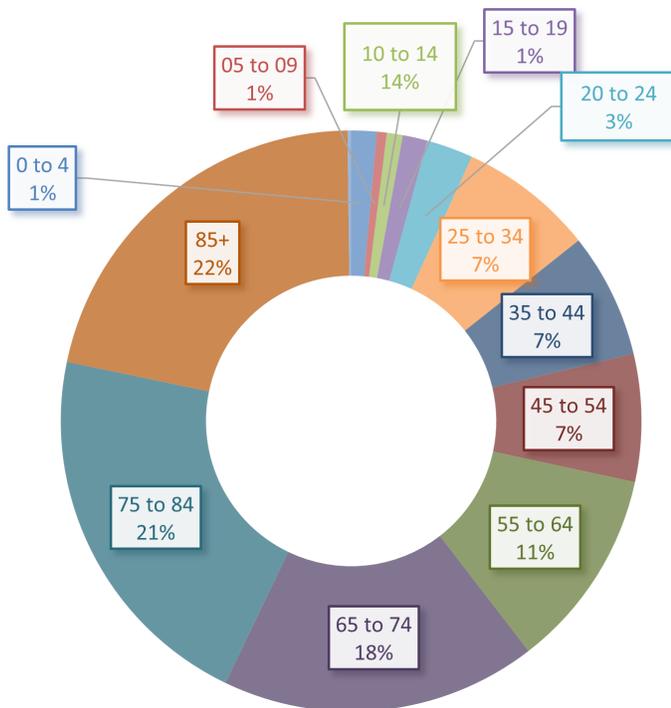
Jason Baloga, Fire Marshal





Medical emergencies represent a multitude of calls for service that the Farmington Hills Fire Department responds to. In 2022, 8,579 residents and visitors required such assistance. Our department provides advanced life support (ALS), the highest level of emergency medicine available within the out-of-hospital environment. This includes electrical therapy, (such as cardioversion, defibrillation, and external pacing), airway management (such as intubation and surgical airways), obtaining intravenous or intraosseous access, needle decompression of chest injuries, and the administration of 33 different types of medication.

Utilizing a cost-effective yet highly efficient staffing model, aggressive medical protocols, some of the finest equipment currently available, and a fleet of seven ALS ambulances, three ALS engines, and two basic life support ambulances, the department’s 66 paramedics and 40 emergency medical technicians (EMT) routinely provide compassionate and exceptional patient care to those they encounter. When necessary, patients are transported to one of 10 area hospitals with the two most common destinations being Corewell Health Farmington Hills (66%) and Henry Ford West Bloomfield Hospital (25%).



TRANSPORTS BY AGE GROUP

Although Farmington Hills continues to be nationally renowned as a wonderful place to start and raise a family, the patients our department encountered in 2022 continues to be heavily invested in serving “our greatest generations.”

The Remembering When program features members of the Fire Department and Corewell Health Farmington Hills trauma service visiting assisted living facilities and senior housing throughout the community and providing residents with education on fall prevention and fire safety. Because falls among adults aged 65 and older often result in seriously debilitating injuries and over \$74 billion in annual healthcare costs throughout the United States, our Fire Department, senior division, and local hospital are choosing to take a collaborative and proactive approach to a public health crisis unrealized by many outside the healthcare and insurance industries.



## EMERGENCY MEDICAL SERVICES



One of the other ways we serve this specific population with our EMTs and paramedics responding to routine calls for service, is our ability to recognize when residents may require special assistance (such as Meals on Wheels, medication refills, social services, transportation to medical appointments, or visiting nurses), and then making the senior division aware of such situations. Helping “connect the dots” between those in need and those able to help is something our firefighters take great pride in.

Last but certainly not least, members of the Fire Department continued to distinguish themselves with the outstanding emergency medical care they provided in 2022. As a result, members have received numerous Life Saving and Chain of Survival Awards from the Fire Department and Oakland County Medical Control Authority for victims of cardiac arrest, respiratory arrest, heart attacks, strokes, and life-threatening traumatic injuries that were ultimately discharged from the hospital.

Sergeant Eric Alonzo, EMS Coordinator

A handwritten signature in blue ink that reads "Eric Alonzo".





## TRAINING



The mission of the Farmington Hills Fire Department's Training Division is to facilitate the education and training necessary to help our 117 emergency responders provide the most compassionate and outstanding customer service possible to everyone they encounter. In 2022, the department's operational tempo was once again the highest in its history with 11,912 calls for service.

Supervised by Staff Lieutenant James Etzin, the Training Division includes Lieutenant Daniel Wecker and Sergeant Todd Kolchinsky overseeing our recruit training programs (Emergency Medical Technician, Firefighter I, and Firefighter II, Apparatus Pump Operator, and Emergency Driving), Sergeant Enrique Alonzo serving as our agency's Emergency Medical Services Coordinator, Department Coordinator Dennis Hubbard facilitating transitional training for recruits, Department Technician Sara West handling administrative aspects, and numerous full-time and part-time staff functioning as adjunct instructors.

As members of an "all hazards department," our Firefighter/EMTs and Firefighter/Paramedics respond to a wide variety of emergencies, many of which occur in dangerous and sometimes austere environments. These include residential and commercial structure fires, hazardous material releases, technical rescues (such as those occurring in collapsed buildings, construction trenches, as well as low-angle and high-angle environments), motor vehicle accidents, and medical emergencies. For our personnel to function efficiently and safely during any situation, they require a great deal of knowledge, skill, and most importantly, the ability to make critical decisions under duress. In response to these needs, our cadre of instructors provides fundamental, advanced, and oftentimes innovative training on a frequent basis that is consistent with current science, industry standards, and regulatory requirements.

When children and their loved ones tour our fire stations, one of the many things we mention is that lifelong learning is something not only necessary for our personnel to remain current in our profession but also a quality we take tremendous pride in.

Once this foundational training has been completed, Fire Department personnel then transition to professional development such as Advanced Vehicle Extrication, Blue Card online and in-person command training, Fire Instructor 1, Fire Officer 1, 2, and 3, and National Incident Management System training. They'll also be required to complete annual training mandated by the Oakland County Medical Control Authority and Michigan Department of Health and Human Services. Below are the hours associated with the initial training required of our staff.



## TRAINING CONTINUED

**Physical Training** – 100 hours

**Emergency Medical Technician** – 380 hours  
(The State minimum requirement is 194.)

**Firefighter I and II** – 240 hours

**Apparatus Pump Operator** – 40 hours

**Courage to be Safe** – 8 hours

**Emergency Driving** – 40 hours

**Hazardous Materials Operations** - 40 hours

**Incident Command** – 12 hours

**Vehicle Extrication** – 20 hours

**Advanced Fire Training** – 30 hours

**Paramedic** – 1,100 hours

**Advanced Cardiovascular Life Support** – 16 hours

**Pediatric Advanced Life Support** – 16 hours

**Skills Verification** – 150 hours

### **TOTAL TRAINING HOURS: 2,192**

At some point in their career, many firefighters start gravitating towards specific disciplines or subspecialties within the fire service by obtaining certifications or licenses such as Basic Life Support Instructor, Advanced Cardiovascular Life Support Instructor, Pediatric Advanced Life Support Instructor, Emergency Medical Services Instructor Coordinator, Confined Space Technician, Hazardous Materials Technician or Specialist, Rope Rescue Technician, Trench Rescue Technician, Community Risk Reduction, Emergency Management, and/or Fire Investigator.

It should be noted that Farmington Hills Firefighter/EMTs and Firefighter/Paramedics also train at least one hour on every one of their workdays, which helps ensure proficiency with the multitude of skills expected of them during calls for service.

Last but certainly not least, the City of Farmington Hills fully supports its employees attending institutions of higher learning to obtain the associate, baccalaureate, and graduate degrees they may require when seeking advancement throughout their career. For select members of the department, opportunities to attend the National Fire Academy in Maryland as well as Eastern Michigan University’s School of Fire Staff and Command, a 360-hour executive leadership program charged with developing the region’s future fire service leaders, also exist.

When all was said and done in 2022, the Farmington Hills Fire Department had accomplished 24,443 hours of training (an average of 209 per employee) which we’re confident contributed to the many good outcomes members of our community experienced during calls for service.

Should you require further information regarding the Farmington Hills Fire Department’s Training Division, please contact 248-871-2807.

A handwritten signature in black ink that reads "James Etzin".





## EMERGENCY MANAGEMENT



Fire Lieutenant and Emergency Manager Jamie Neufeld coordinates all Emergency Management activities with the assistance of Fire Chief Jon Unruh who is also a professional emergency manager, for the City of Farmington Hills. This includes frequent work with the Local Planning Team (LPT) consisting of managers from each City department, and the Department of Emergency Management & Homeland Security of both Oakland County and the Michigan State Police. Emergency Management involves recurring work on Community Risk Reduction from all hazards, natural and/or human made. We are thankful that the City got a reprieve from hazards in 2022 compared to the previous number of years.

- The Goal of the Emergency Management Team is to maintain the continuity of citywide operations for the citizens of Farmington Hills under any circumstance. We do this by predicting problems and developing prevention and mitigation strategies to address those. We then tailor our preparedness and response training as well as recovery planning based upon those strategies. The team works persistently to obtain grant funding to offset the tremendous expense of disasters.
- The 2021 storms created widespread damage resulting in the City utilizing the Emergency Operations Plan, declaring a state of emergency, and requesting \$834,665.34 of Section 19 Funds from the State of Michigan to help finance the response and recovery. The 2022 post COVID landscape, rife with shortages and price spikes, pushed the storm recovery expenditures well over a million dollars. Working with our State Police Emergency Management partners, the additional costs were assessed and verified resulting in our request for an additional \$165,334.66 of funding to the maximum allowed of \$1,000,00. We are pleased to say that as 2022 ended, the maximum allowable sum of \$1,000,000 of Section 19 reimbursement was approved for the City, and the final compensation process has begun.
- The Emergency Operation Plan was successfully employed by the Team for two storms in 2022 maintaining continuity of operations citywide: In February for a snow event and again in August for a severe weather event, which left many residents without power for almost a week.
- In October of 2021, the Great Lakes Water Authority (GLWA) water main ruptured on 14 Mile Road. The Emergency Management team worked with our regional partners through January of 2022 to ensure that safe drinking water was available to our residents during the 3-month period of repairs. This water main burst in 2017 and it has been determined that there continue to be areas requiring renewal and full replacement. This is a very important pipeline to the City and region and commands a lot of our attention. We continue to work diligently with said partners to mitigate future disruptions of the water supply by planning preventative renewals, replacements and back-up plans for 2023 and beyond.



## EMERGENCY MANAGEMENT CONTINUED

- Work with our school partners continues to be a priority. In 2022, we helped Flex Tech High School write their Emergency Operations Plan (EOP) which subsequently aided them in obtaining school security grant funding. We trained 1,400 staff from the Farmington Public Schools (FPS) to prepare for an active assailant. Our partners in Farmington Public Schools furnished a bus to remove people involved in a 45-car pileup on I-696 during a snow squall. FPS also began working with us concerning possibly opening North Farmington High School as a shelter while preparing for the Christmas Blizzard of 2022.
- The Emergency Management Team has ensured that City employees have the following training. Active Assailant, Stop The Bleed, Narcan, CPR, and Automatic External Defibrillator (AED) training. The same training is also offered to the community.
- The City conducted a Tabletop Exercise (TTX) in September concerning an active assailant at an outdoor venue. This exercise included all City departments, three local hospitals and the State Police. Preparations are underway to work with our regional partners on a Full-Scale Exercise (FSE) on this topic as well.

A handwritten signature in blue ink, appearing to read "J Neufeld".

Staff Lieutenant Jamie Neufeld



## 2022 RETIREMENTS



**Retirement of Inspector  
Don Alati**



**Retirement of Sergeant  
Derick Smith**



**Retirement of Inspector/HAZMAT Specialist  
Stan Barnes**



**Retirement of Sergeant  
Gerard Antoniotti**



## 2022 RETIREMENTS



**Retirement of Battalion Chief  
Steve Biebel**



**Retirement of Paid-on-Call District Chief  
Matthew Schiffman**



**Retirement of Paid-on-Call District Chief  
David Moriarty**



**Retirement of Paid-on-Call Captain  
Jim Donovan**



## PROMOTIONS



**Sergeant Nick Hippler to  
Shift Lieutenant**



**Senior Firefighter Robin Chevrette to  
Sergeant**



**Senior Firefighter Stan Bailey to  
Sergeant**



**Senior Firefighter Brian Pankow to  
Sergeant**



## PROMOTIONS



**Senior Firefighter Andrew Lucki to  
Sergeant**



**Luke Dushaj  
POC Firefighter to Career Firefighter**



**Aaron Walton  
POC Firefighter to Career Firefighter**



## 2022 RECOGNITION



**Sergeant Matthew Migliore**  
**Farmington Hills Fire Department**  
**2022 Eastern Michigan University School of Staff and Command Graduate**





## 2022 RECOGNITION



**POC Sergeant Todd Kolchinsky  
FIREFIGHTER OF THE YEAR**



**Sergeant Nicholas Newcomb  
OPTIMIST CLUB  
FIREFIGHTER OF THE YEAR**



**Lieutenant Nicholas Hippler  
AMERICAN LEGION  
FIREFIGHTER OF THE YEAR**



**Senior Firefighter Kevin Steen  
CAREER FIREFIGHTER  
OF THE YEAR**



## 2022 RECOGNITION



**Captain Ron Tejero  
PAID-ON-CALL  
FIREFIGHTER OF THE YEAR**



**Probationary Firefighter Dan Hanus  
RECRUIT FIREFIGHTER OF THE YEAR**



**ADMINISTRATIVE STAFF**

Jon Unruh, Fire Chief  
 Jason J. Olszewski, Deputy Chief  
 Jason Baloga, Fire Marshal  
 James N. Neufeld, Administrative Staff Lieutenant  
 Dennis Firment, Fire Prevention Staff Lieutenant  
 James Etzin, Training Staff Lieutenant  
 Enrique Alonzo, Sergeant/EMS Coordinator  
 Sean Beacome Inspector/Plan Review  
 Jason L. Gilbert, Senior Firefighter/Apparatus Coordinator  
 Kelly Lane, Administrative Assistant to the Fire Chief  
 Amira R. Lewis, Fire Prevention Assistant  
 Sara West, Department Technician  
 Dennis Hubbard, Department Coordinator

**STATION 1**

CAREER

Sergeant Daniel Rickard  
 Sergeant Jarod Foshag  
 Sergeant Matthew Migliore  
 Sergeant Stephen Vierk  
 Sr. Firefighter Kevin Steen  
 Sr. Firefighter Alexander Bradford  
 Sr. Firefighter Samuel Morelli  
 Sr. Firefighter Mike Rucinski  
 Sr. Firefighter Scott Bailey  
 Sr. Firefighter Manndez Blanch  
 FF Jennifer Chesney  
 FF Christopher Inglese

PAID-ON-CALL

District Captain John Vesey  
 Lieutenant Raymond Pudlik  
 FF Chris Kozlowski  
 FF Chad Seigle  
 FF Phillippe Landry  
 FF Matthew Green  
 FF Nathaniel Jenks  
 FF Blake Heavener  
 FF Kristian Krug  
 FF Brent Lewis

**STATION 2**

CAREER

Sergeant Nicholas Newcomb  
 Sergeant Ron Perian  
 Sergeant Brian Pankow  
 Sergeant Andrew Lucki  
 Sr. Firefighter Timothy Persichino  
 FF Isaac Corbiere  
 FF Matthew Jones  
 FF Phil Moser  
 FF Ryan L. Smith  
 PFF Luke Dushaj  
 PFF Jacob Anderson  
 PFF Aaron Walton

**STATION 3**

CAREER

Sergeant Robin Chevrette

PAID-ON-CALL

District Captain Edward Heidelberg  
 Sergeant Timothy Persichino  
 FF Patrick Palise  
 FF Eric Forge  
 FF Mark Kuzera  
 FF Dennis Hubbard  
 FF Logan Phillips  
 FF MacDonald Goode  
 FF Jeffrey Beeler  
 FF Kadan Barnes  
 FF Tyrus Miller  
 FF Kacey Noseworthy  
 FF George Pajor, II  
 FF Bradley Seegert  
 FF Charles Moir  
 FF Christopher McCormick  
 FF Michael Tworek

**STATION 4**

CAREER

Sergeant Stan Bailey

PAID-ON-CALL

District Chief David Chrisco  
 Captain Ronald Tejero  
 Lieutenant John Schertel  
 Lieutenant Gary Reid  
 Sergeant Todd Kolchinsky  
 FF John Gaynett  
 FF Ryan Sharp  
 FF Kevin Palombit  
 FF Ryan L. Smith  
 FF Geoffrey Gabriel  
 FF Madison Gardenhire  
 FF Ryan W. Smith  
 FF Rory Cowley  
 FF Thomas Koval  
 FF Charles Hanus  
 FF Lamonte Jackson  
 FF Kevin Zerbo

**STATION 5**

CAREER

Battalion Chief Brian Gallison  
 Battalion Chief Jeremy Dougherty  
 Battalion Chief Steve Hatch  
 Battalion Chief Donald Schinske  
 Shift Lieutenant Andre Gardenhire  
 Shift Lieutenant Daniel Przeworski  
 Shift Lieutenant Bryan Hewitt  
 Shift Lieutenant Nick Hippler  
 Sr. Firefighter Justin Perkey  
 Sr. Firefighter Timothy Cyrus  
 Sr. Firefighter John Harshbarger  
 Sr. Firefighter Aaron Berwick  
 Sr. Firefighter Gregory Orłowski  
 FF Kayla Geffert  
 FF Adam Grunkemeyer  
 FF Todd Maki  
 FF Nate Lochrie  
 FF James Chesney  
 FF David Caloia  
 FF Ryan Wood

**RETIREMENTS:**

Battalion Chief Steve Biebel, District Chief David Moriarty, District Chief Matthew Schiffman, POC Cpt. Jim Donovan, inspector Don Alati, Sergeant Gerard Antoniotti, Inspector Stan Barnes, and Sgt. Derick Smith

**CURRENT POC RECRUIT CLASS MEMBERS:**

**Recruit Class Coordinator: Lt. Dan Wecker**  
**Training Division: Capt. Timothy Siegrist and Sgt. Todd Kolchinsky**

Thaddeus Allie, Jon Bielicki, Gerald Biolchini, Sai Canchi, Jonah Fanning, Andrew Harnadek, Heidi Hoyt, Brendon Hunt, Christian Loney, Caleb Mellanby, Caleb Pudlik, Michael Schultz, Drake VanDike, and Marcy VanHartesveldt

**POC MEMBER RESIGNATIONS:**

FF Ryan Sharp, FF Dominic Cherenzia, FF Brett Mills, FF Stuart Agranove, Rec. Andrew Lepiarz, FF Phillip Wolfe, FF Aaron Travers, FF Patrick Gregory, FF Samuel Carvalho-Ruehle, FF Christopher Twigg, FF Zachary Duff, Rec. Colton Brown, and Rec. Blake McKenzie



## **Inter-Office Correspondence**

**DATE:** April 24, 2023  
**TO:** Gary Mekjian, City Manager  
**FROM:** Charmaine Kettler-Schmult, Director of Planning and Community Development  
**SUBJECT:** Amendment to Planned Unit Development ("PUD") Plan 6, 1993

---

**Request:** Approval of Amendment to PUD Plan 6, 1993  
**Applicant:** Masroor Ahmed  
**Owner:** Merchants Marketplace, LLC  
**Sidwell:** 22-23-13-101-003  
**Zoning:** B-2, Community Business, OS-1, Office Service, and RA-2, One Family Residential  
**Master Plan:** Shopping Center Type Business  
**Location:** 27604 Middlebelt Road

### **Description:**

The applicant has submitted for City Council consideration a request for an **Amendment to PUD Plan 6, 1993** to modify the northerly tenant space in the existing southerly outbuilding on the 7.53-acre site, which was most recently an optometrist's office, to accommodate a Biggby Coffee shop with a drive-through. Because the proposed drive-through restaurant use is not presently permitted under the PUD agreement, the applicant seeks to amend the PUD to permit such use.

If the Amendment were approved, the drive-through restaurant use would only be permitted for the southerly outbuilding and not elsewhere within the PUD. The plan is conceptual at this stage with the requested Amendment focusing on the question of whether the drive-through use will be permitted at all. The applicant will have to come back before the Planning Commission with a detailed site plan application for the site modifications. Please see Giffels Webster's review **attached** for a detailed review of the request. The PUD agreement with the proposed final terms of the PUD will come back before Council for approval at a subsequent meeting once such agreement has been negotiated between the City Attorney's Office and applicant's representatives.

**Procedural Background:**

- February 16, 2023 – Planning Commission sets PUD Plan for public hearing (5-0) (**minutes**)
- March 16, 2023 – Planning Commission holds public hearing on PUD Plan and recommends City Council approve the Amendment (8-0) (**minutes**)

**Summary of Zoning Deviations Sought:**

- Permit drive-through restaurant use for the southerly outbuilding where such use is currently prohibited within the PUD.
- Permit assembly uses for the shopping center where such uses are currently prohibited within the PUD.

**Planning Commission Conditions:**

The Planning Commission’s March 16, 2023, motion recommending approval of the PUD Plan to City Council passed subject to the following conditions:

1. Modifications of Zoning Ordinance requirements as indicated on the proposed plan.
2. Drive-thru use be allowed only in the southerly outbuilding.
3. PUD Agreement indicate that a revised site plan will be brought back to the Planning Commission for approval, with the revised site plan to show a marked pedestrian crosswalk at the back of the building. Planning Commission will review site plan changes for pedestrian safety and noise nuisance, as well as changes to parking and traffic circulation for this use.
4. PUD Agreement be modified to be consistent with the uses that are currently on site, including the existing assembly use.

**Possible Council Actions:**

**Resolution for Approval:**

If City Council elects to approve the Amendment to PUD Plan 6, 1993, dated January 17, 2023, the following motion is offered:

Resolve that the application for approval of the Amendment to PUD Plan 6, 1993, dated January 17, 2023, is granted, subject to the following conditions:

- (1) Any conditions and requirements set forth in the Planning Commission’s March 16, 2023, motion recommending approval of the Amendment to 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) [*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 the Amendment to PUD Plan 6, 1993, dated January 17, 2023, the following motion is offered:

Resolve that the application for approval of the Amendment to PUD Plan 6, 1993, dated January 17, 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

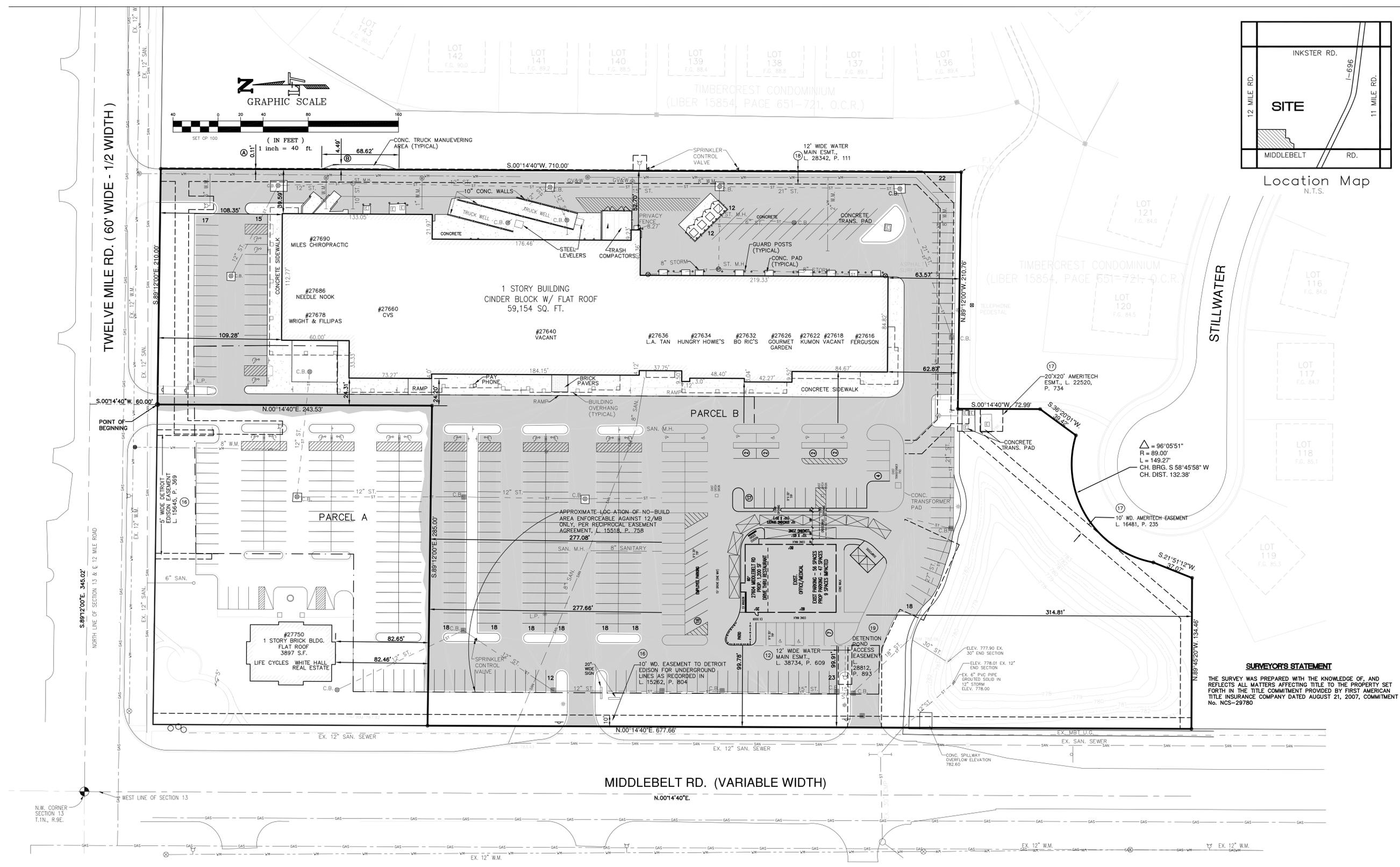
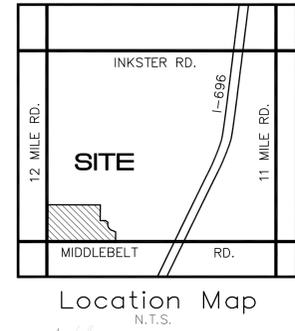
**Attachments:**

- **Proposed Amendment to PUD Plan 6, 1993**
- **Giffels Webster's review**
- **February 16, 2023, Planning Commission meeting minutes**
- **March 16, 2023, Planning Commission meeting minutes**
- **Public Notice**

# CONCEPT PLAN FOR 27604 MIDDLEBELT ROAD CITY OF FARMINGTON HILLS

## OVERALL EXISTING SITE PARKING CALCULATION

PARCEL NO. 23-13-101-003  
 SITE AREA - 7.53+/- ACRES  
 TOTAL BUILDING AREA - 64,069 SF  
 PARKING REQUIRED:  
 SHOPPING CENTERS - 1 SPACE/192 SF FOR \*GROSS LEASABLE AREAS UNDER 400,000 SF  
 \* GROSS LEASABLE AREA CALCULATED AT 80% OF GROSS BUILDING AREA  
 PARKING REQUIRED - 64,069 SF (GROSS) 0.80 X 1/192 = (266.95) 267 SPACES  
 PARKING PROVIDED - EXISTING SITE - 313 SPACES  
 PARKING PROVIDED - PROPOSED SITE - 303 SPACES W/THE ADDITION OF THE DRIVE THRU



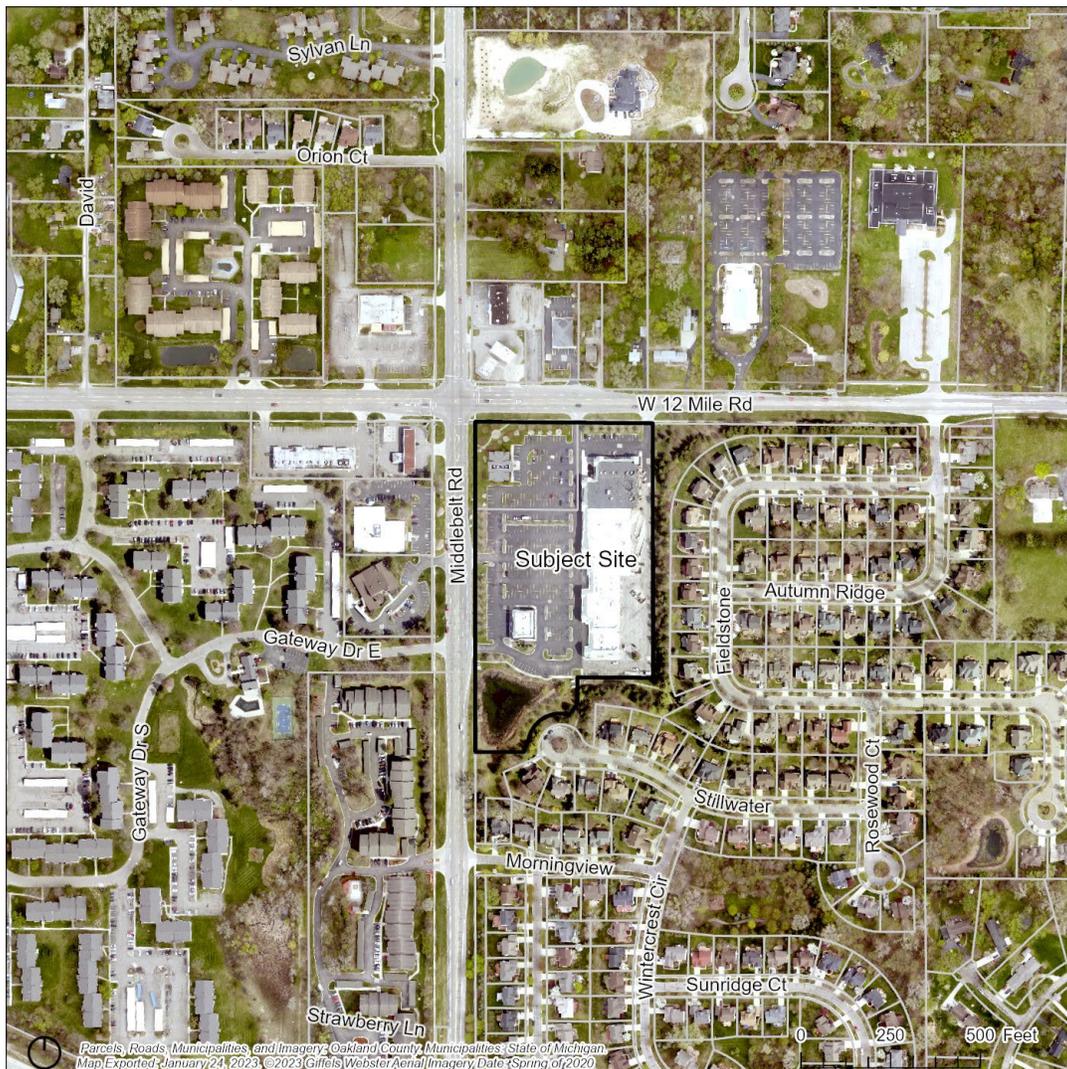
March 8, 2023

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

## PUD Amendment Qualification

Case: Amendment to PUD 6, 1993  
Site: 27604 Middlebelt (Parcel ID 23-13-101-003)  
Applicant: Merchants Marketplace, LLC  
Plan Date: 1/17/2023; concept plan submitted early March, 2023  
Zoning: OS-4, B-2 & RA-2 w/ PUD

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 zoned a mix of OS-1 and B-2 and is part of PUD 6, 1993. The southern and eastern fringe of the site has underlying RA-2 zoning.
2. **Existing site.** The portion of the overall PUD being considered here is 7.53 acres and is developed with a shopping center.
3. **Adjacent Properties.**

Direction	Zoning	Land Use
North (across 12 Mile)	B-1/OS-1/RA-1A	Commercial/office/single family
East	RA-2 w/ PUD*	Single family
South	RA-2 w/ PUD*	Single family
West	B-1/OS-1	Commercial/office

\* The neighboring subdivisions were originally developed as part of the same PUD that included the shopping center in question.

4. **Site configuration and access.** The site is accessed from 12 Mile and Middlebelt Roads. The proposed amendment to the PUD would permit drive-through uses, and would by necessity lead to changes to the site's internal circulation.

### PUD Amendment:

The applicant proposes to amend the PUD to drive-through restaurant uses.

Per Section 34-3.20.5.G, "Proposed amendments or changes to an approved PUD plan shall be submitted to the planning commission. The planning commission shall determine whether the proposed modification is of such minor nature as not to violate the area and density requirements or to affect the overall character of the plan, and in such event may approve or deny the proposed amendment. If the planning commission determines the proposed amendment is material in nature, the amendment shall be reviewed by the planning commission and city council in accordance with the provisions and procedures of this section as they relate to final approval of the Planned Unit Development."

As the planning commission considers whether the amendment constitutes a minor or major amendment to the PUD, it should consider that the proposed uses are not permitted in the underlying districts, and that deviations from underlying zoning are generally covered by the PUD agreement, which is an agreement between Council and the applicant.

**The PC has determined that this is a major amendment to the PUD, and will make a recommendation to Council following the public hearing.**

At this time, no site plan has been submitted, so site plan approval would follow amendment of the PUD agreement. A concept plan showing that the drive-through would be in the southernmost of the two buildings closest to Middlebelt Road is included in the request. A parking calculation was also provided showing that ordinance standards for parking would still be met on the site with the new drive-through.

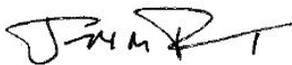
When considering drive-through uses, note that where drive-throughs are permitted in the B-3 district, they are not permitted on properties abutting residential districts.

### Questions for Discussion

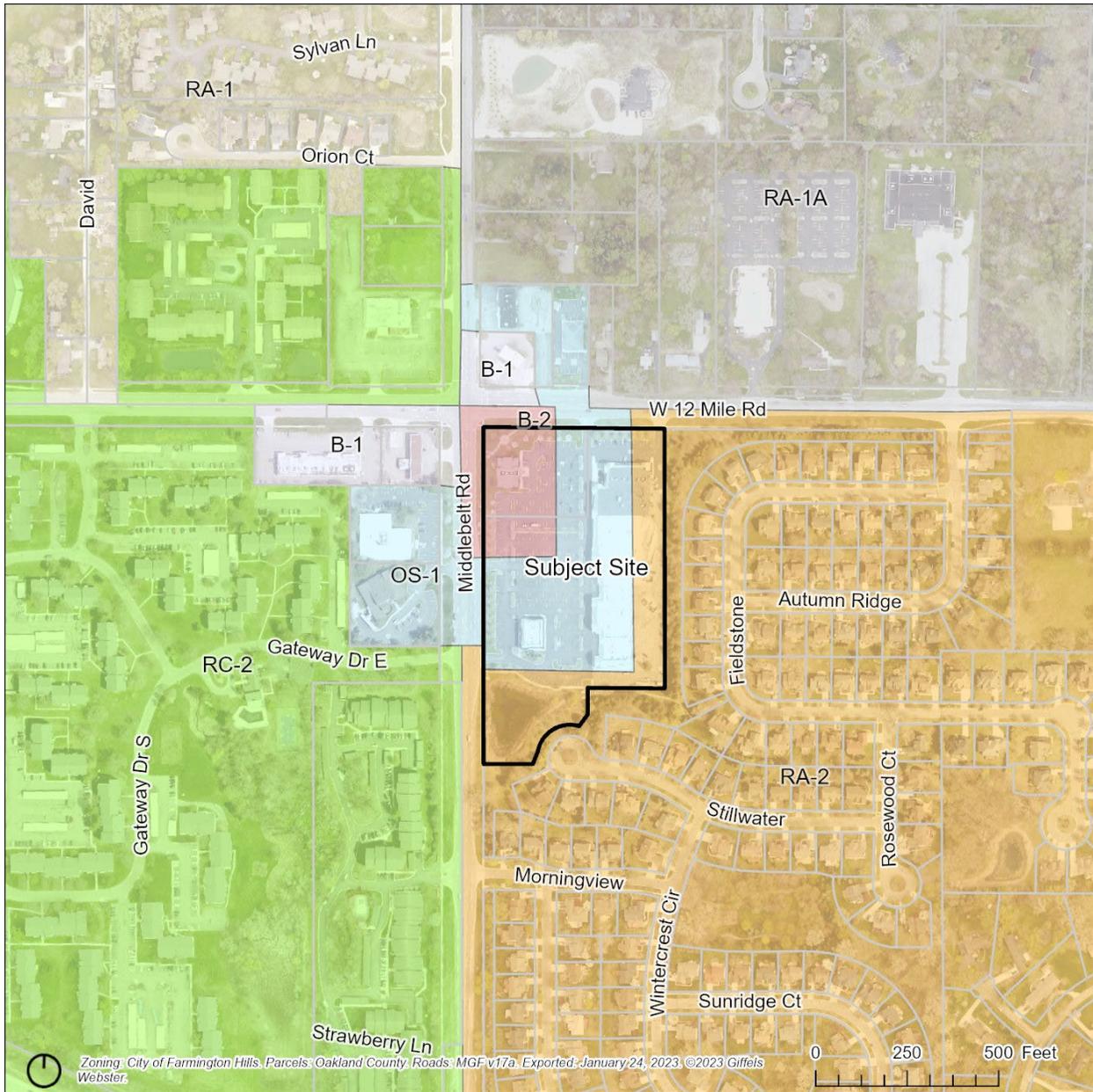
1. One of the requirements of final PUD approval is a use plan showing where certain uses corresponding to different zoning districts are planned within the PUD. The applicant's letter explaining the request does not specify which use area from the original PUD exhibit is being modified to permit a drive-through. The applicant specified at the February meeting that this request would affect Area A, which is consistent with what is shown on the conceptual plan.
2. Item 3.(a)(i) of the PUD agreement lists prohibited uses. One of the prohibited uses is an "assembly hall... .. or similar place of assembly," but a review of the site indicates that there appears to be an assembly use (the event studio) occupying the northernmost space in the primary shopping center building; **this amendment may present an opportunity to look at whether other modifications to the list of prohibited uses are warranted at this time.**
3. This is a request to amend an approved Planned Unit Development. If it inclined to recommend approval of the change, the Planning Commission should consider whether any additional public benefit should be sought in exchange for expanding the scope of the PUD, such as enhancements to the corner feature at Middlebelt and 12 Mile, or an enhanced outdoor patio area in front of the new use.

We are available to answer questions.

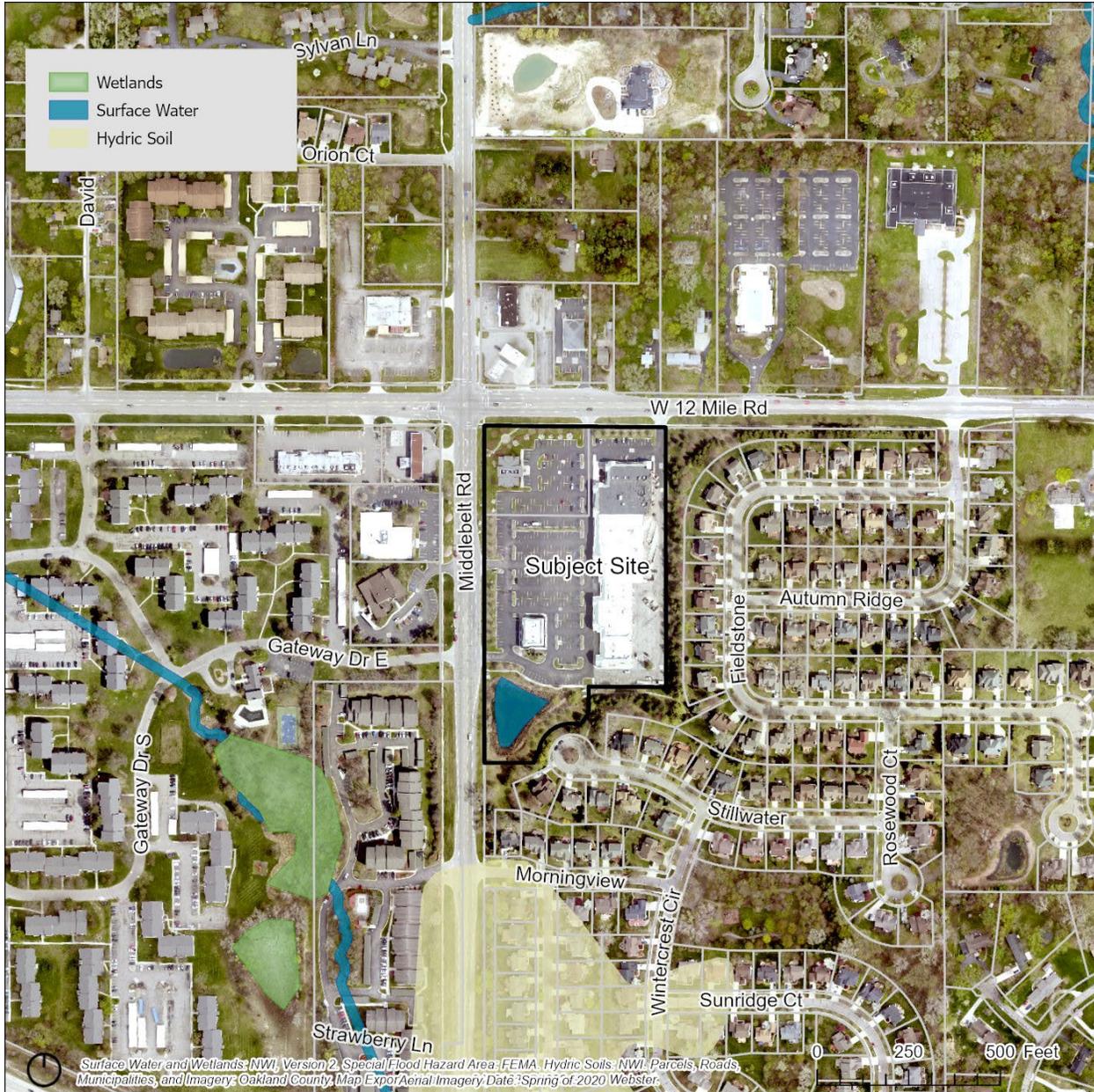
Respectfully,  
**Giffels Webster**



Joe Tangari, AICP  
Principal Planner



Current zoning



Wetlands

- Continue to update the “Blue Book,” the City’s official guide to its Historic Districts, for accuracy and comprehensiveness.
- Complete study of properties identified in the 2019 reconnaissance survey by contacting property owners and informing them of benefits of local historic designation and continue to identify new sites for potential historic designation.

2022 included the following activities and accomplishments:

- The HDC held 10 regular meetings. Ten Certificates of Appropriateness were issued for projects which met the Secretary of Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.
- Also throughout 2022, the Commission continued implementation of its Cemetery Master Plan. Historic District Commissioners, with the assistance of the City’s Department of Public Works, Fenton Memorials, and volunteers, cleaned and reset monuments in East Farmington (Utley) Cemetery, including the resetting of larger, heavier monuments.
- In October 2022, on two separate occasions, Boy Scouts assisted Historic District Commissioners and volunteers with re-leveling smaller tombstones and touchup cleaning at East Farmington (Utley) and West Farmington Cemeteries.
- An HDC subcommittee identified 5 midcentury modern homes in the Holly Hills area for further study and contacted each of the homeowners. The subcommittee is currently in communication with 3 of the homeowners regarding their interest in potentially being added to the District.
- HDC and city officials continued to work closely with the owners of the Botsford Inn regarding finding a use for the structure and a restoration of several aspects of the exterior that have fallen into disrepair.
- Working with the Parks Commission, a compromise was found for the replacement of the Spicer House Roof. The roof is planned to be replaced with synthetic shakes, but the distinctive copper gutters and potentially the terracotta ridge caps are to be re-used to maintain the distinct character of the roof to the extent possible.

Planning Commissioners thanked Vice Chair Klemmer and the Historic District Commission for the work they were doing in the City to preserve historic structures and also for the preservation work they were doing in the City’s historic cemeteries. They also welcomed incoming HDC Chair Marleen Tulas.

**MOTION by Stimson, support by Aspinnall, that the Planning Commission accepts the 2022 Historic District Commission Annual Report.**

**Motion passed by voice vote.**

**B. AMEND PLANNED UNIT DEVELOPMENT (PUD) 6, 1993 (Timbercrest)**

LOCATION:	27604 Middlebelt Road
PARCEL I.D.:	22-23-13-101-003
PROPOSAL:	Amend PUD to permit drive-in restaurant use
ACTION REQUIRED:	Set for public hearing
APPLICANT:	Masroor Ahmed
OWNER:	Merchants Marketplace, LLC

Referencing his February 8, 2023 memorandum, Planning Consultant Tangari gave the background and review for this request to amend the PUD for 27604 Middlebelt Road, in order to permit drive-in restaurant use. Tonight’s requested action was to set a public hearing for this request.

Planning Consultant Tangari made the following points:

- The site was at the southeast corner of Middlebelt and 12 Mile Roads. The shopping center portion of the PUD was 7.53 acres.
- The site is accessed from 12 Mile and Middlebelt Roads. The proposed amendment to the PUD would permit drive-thru uses, and would by necessity lead to changes in the site's internal circulation.
- If the Planning Commission makes a determination that this is a major amendment to the PUD, the Planning Commission will set a public hearing on the amendment and make a recommendation to City Council.
- No site plan has been submitted with this request; site plan approval would follow amendment of the PUD agreement. A concept plan was included in the submission showing that the drive-thru would be in the southernmost of the two buildings closest to Middlebelt Road. A parking calculation was also provided showing that ordinance standards for parking would still be met on the site with the new drive-thru.
- Questions for discussion included:
  1. The applicant's letter explaining the request does not specify which use area from the original PUD exhibit is being modified to permit a drive-thru. Use areas A and B are both commercial. Would this amendment permit a drive-thru in each area or just one area?
  2. Item 3.(a)(i) of the PUD agreement lists prohibited uses. One of the prohibited uses is an "assembly hall... .. or similar place of assembly," but a review of the site indicates that there appears to be an assembly use (the event studio) occupying the northernmost space in the primary shopping center building; this amendment request may present an opportunity to look at whether other modifications to the list of prohibited uses are warranted at this time.

Chair Countegan invited the applicant to make his presentation.

Masroor Ahmed was a franchise owner of Biggby Coffee, and had applied for the drive-thru at this location. Mr. Ahmed made the following points:

- The drive-thru location/use would be for just one building.
- Mr. Ahmed had talked with the Merchants Marketplace owners regarding the question relative to the assembly hall, and the owners had indicated they could talk about this issue. However, Mr. Ahmed was only asking for the drive-thru use in the single building. He noted that drive-thru restaurant uses became more essential during the COVID pandemic.

In response to questions, City Planner Perdonik showed the location of the single building in question, which was located on the southern commercial portion of the PUD, in Area B.

- Mr. Ahmed described the traffic circulation as it would potentially be modified to adapt to this change.

In response to questions regarding how the PUD would be amended with this use, Planning Consultant Tangari said that the question of assembly uses could also be resolved at this time, by eliminating that use from the list of prohibited uses. For the drive-thru use, the drive-thru restaurant use would be added to the list of permitted uses.

Chair Countegan noted that introducing a new use in a PUD agreement would constitute a major change.

**MOTION by Aspinall, support by Grant, that the proposed Amendment to PUD 6, 1993, submitted by Masroor Ahmed, dated January 17, 2023, BE SET FOR PUBLIC HEARING for the Planning Commission's next available regular meeting agenda.**

**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.     AMEND PLANNED UNIT DEVELOPMENT (PUD) 6, 1993**

LOCATION:                           27604 Middlebelt Road  
PARCEL I.D.:                       22-23-13-101-003  
PROPOSAL:                         Amend PUD to permit drive-in restaurant use at one (1)  
  existing southwesterly building  
ACTION REQUIRED:                 Recommendation to City Council  
APPLICANT:                       Masroor Ahmed  
OWNER:                             Merchants Marketplace, LLC

Masroor Ahmed was present on behalf of this application to amend Planned Unit Development (PUD) 6, 1993, in order to permit a drive-in restaurant use at the existing southwesterly building on the site. Mr. Ahmed made the following points:

- The PUD site had three parts: OS-1, B-2, and RA-2 zoning. The application related to a building in the OS-1 portion.
- A submitted site plan showed the location of the drive-thru as well as multiple accesses to the shopping plaza. All 3 accesses would be used to access the drive-thru restaurant: an entrance on 12 Mile Road, and two entrances on Middlebelt Road.
- The proposed use would be a BIGGBY Coffee drive-thru restaurant. The restaurant would sell about 350 cups of coffee per day, and would provide about 30 employment opportunities.

Referencing his March 8, 2023 memorandum, Planning Consultant Tangari gave the background and review for this request for PUD amendment:

- The portion of the overall PUD being considered for amendment was 7.53 acres and was developed with a shopping center.

- The site was accessed from 12 Mile and Middlebelt Roads. The proposed amendment to the PUD would permit drive-thru uses, and would by necessity lead to changes to the site's internal circulation.
- The PC has determined that this is a major amendment to the PUD, and will make a recommendation to Council following the public hearing.
- At this time, no site plan has been submitted, so site plan approval would follow amendment of the PUD agreement. A concept plan showing that the drive-thru would be in the southernmost of the two buildings closest to Middlebelt Road was included in the request. A parking calculation was also provided showing that ordinance standards for parking will still be met on the site with the new drive-thru.
- When considering drive-thru uses, the Planning Commission should note that while drive-thrus are permitted in the B-3 district, they are not permitted on properties abutting residential districts. There was single family use as part of the PUD to the east and south of this location, and some single family use (along with commercial and office) to the north across 12 Mile Road. Commercial/office uses were to the west.
- The closest residential area – to the south – was separated from this use by a detention pond.
- Questions for discussion included:
  1. One of the requirements of final PUD approval is a use plan showing where certain uses corresponding to different zoning districts are planned within the PUD. The applicant's letter explaining the request does not specify which use area from the original PUD exhibit is being modified to permit a drive-thru. However, the applicant specified at the February meeting that this request would affect Area A, which is consistent with what is shown on the conceptual plan.
  2. Item 3.(a)(i) of the PUD agreement lists prohibited uses. One of the prohibited uses is an "assembly hall... .. or similar place of assembly," but a review of the site indicates that there appears to be an assembly use (the event studio) occupying the northernmost space in the primary shopping center building; this amendment may present an opportunity to look at whether other modifications to the list of prohibited uses are warranted at this time.
  3. This is a request to amend an approved Planned Unit Development. If inclined to recommend approval of the change, the Planning Commission should consider whether any additional public benefit should be sought in exchange for expanding the scope of the PUD, such as enhancements to the corner feature at Middlebelt and 12 Mile, or an enhanced outdoor patio area in front of the new use.

In response to questions from the Commission, Planning Consultant Tangari gave the following further information:

- The building and drive-thru use would meet the setback from residential use requirement, as it would be more than 30' away from residential use.
- The other required separation was that a restaurant drive-thru use was not permitted adjacent to residential use.
- It was appropriate during a major modification of the PUD to consider modifying a PUD to correspond to current use, in this case a limited assembly use (event studio).

In response to comments, City Attorney Schultz said the recommended approval could be tailored to the specific building, and not necessarily include all of PUD Area A.

Commissioner Ware asked if the proposal made sense relative to the ongoing work on the Master Plan update.

In response to other questions from the Commission, Mr. Ahmed provided the following:

- A dental office would remain in the building. There had never been a bank in this building.

- While this site was adjacent to residential use, because of the location of the detention pond the residential use was a significant distance away.

Chair Countegan opened the meeting to public comment.

Dr. Thomas Jusino said his dental office had occupied 27600 Middlebelt Road for 16 years; he was the only other tenant in the subject building. Dr. Jusino said the parking lot was extremely busy on certain days. Planet Fitness had increased the volume of parking over the previous grocery store, and Kumon Learning Center was very busy during certain afternoons and nights of the week, so that during those times the parking lot was completely full. Parents were parking right up to the building where the drive-thru would be to wait for their children to come out of the Kumon Center. Additionally, Dr. Jusino had thousands of patients using his office – 85% of which were children, and since COVID his patients came in the front of the building and exited through the rear; this would be maintained going forward. Based on concerns relative to the already intense traffic circulation and parking, as well as the safety of children crossing the parking lot, Dr. Jusino opposed the drive-thru option for this restaurant. He did support the restaurant use without the drive-thru.

Seeing that no other public indicated they wished to speak, Chair Countegan closed the public hearing and asked Mr. Ahmed to respond to Dr. Jusino's comments.

Mr. Ahmed said the drive-thru and restaurant would not take any parking from the back of the building. He explained the planned layout of the drive-thru circulation, which he said would not impact the dentist's office or the ability of drivers to pick up their children. The loading zone would be physically separated from the drive-thru, and a sidewalk would be provided.

Chair Countegan explained that while the Commission was not reviewing a site plan this evening, it was appropriate to discuss Dr. Jusino's concerns.

In response to questions, Planning Consultant Tangari said that volume was the practical difference between a drive-thru bank use and a drive-thru restaurant use. However, while a bank drive-thru was permitted in this development, there was not a bank drive-thru use on site. The bank drive-thru use was approved in 1993, and the difference in volume between the 2 uses might be narrower now than when the use was approved.

Chair Countegan said the questions raised during public comment required site plan analysis. Since no site plan had been submitted, he did not feel the Commission had enough information to deny a request for PUD modification based on site plan concerns. Site plan concerns could be dealt with during site plan review.

**MOTION by Brickner, support by Stimpson, to recommend to City Council that the application to amend PUD 6, 1993, dated January 17, 2023, submitted by Masroor Ahmed, be approved, because the proposed amendment is 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. Drive-thru use be allowed only in the southerly outbuilding.**
- 3. PUD Agreement indicate that a revised site plan will be brought back to the Planning Commission for approval, with the revised site plan to show a marked pedestrian crosswalk**

**at the back of the building. Planning Commission will review site plan changes for pedestrian safety and noise nuisance, as well as changes to parking and traffic circulation for this use.**

- 4. PUD Agreement be modified to be consistent with the uses that are currently on site, including the existing assembly use.**

**Motion passed by voice vote.**

**B. 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.

**CITY OF FARMINGTON HILLS  
CITY COUNCIL PUBLIC HEARING NOTICE**  
[www.fhgov.com](http://www.fhgov.com)

**DATE:** April 24, 2023  
**TIME:** 7:30 P.M.  
**PLACE:** Farmington Hills City Hall, City Council Chambers  
31555 Eleven Mile Rd., Farmington Hills, MI 48336  
**ITEM:** Amendment to Planned Unit Development (PUD) 6, 1993

The Farmington Hills City Council will give formal consideration to an application to amend PUD 6, 1993, dated January 17, 2023, submitted by Masroor Ahmed, who seeks to amend the PUD to permit a drive-in restaurant.

The property involved is located 27604 Middlebelt, south of Twelve Mile and east of Middlebelt, and being more particularly described as: Parcel Identification Number: 22-23-13-101-003, 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 [ckettler@fhgov.com](mailto:ckettler@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

Phone: (248) 871-2540  
Email: [ckettler@fhgov.com](mailto:ckettler@fhgov.com)  
Publish: April 7, 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.

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL APRIL 24, 2023**

**SUBJECT: Community Development Block Grant (CDBG) Public Hearing on the PY2023-2024 Projected Use of Funds**

**ADMINISTRATIVE SUMMARY**

- The Community Development Office is required by the U. S. Department of Housing and Urban Development (HUD) to create an Annual Action Plan to project use of CDBG funding for the next program year (PY2023–2024).
- For PY2023-2024, the City of Farmington Hills is anticipating \$451,832 for CDBG programming. This amount is comprised of this year’s HUD entitlement of \$383,832 and an estimated program income of \$68,000. Any change in funding will be reflected in an adjustment to the Housing Rehabilitation activity.
- Federal regulations require a public hearing to discuss and approve the annual use of CDBG funds.
- CDBG funds must benefit low- and moderate-income persons or areas (**Eligible Areas map attached**). The eligible areas are based on the criteria made available each year from HUD.
- The following distribution of funds is recommended for the 2023-2024 CDBG Program Year:

<b><u>PROPOSED 2023-2024 BUDGET</u></b>	
Housing Rehabilitation	\$ 349,332
Public Service Organizations	\$ 42,500
Program Administration	<u>\$ 60,000</u>
<b>Total</b>	<b>\$451,832</b>

**RECOMMENDATION**

It is recommended that the City Council approve the Third Annual Action Plan and PY2023-2024 Community Development Block Grant funds be allocated as follows:

RESOLVE that the City Council approve the Community Development Block Grant Program Year 2023-2024 budget to include: 1) \$349,332 for Housing Rehabilitation, 2) \$42,500 for Public Service Organizations and 3) \$60,000 for program administration. Any change in funding amount will be reflected in an adjustment to the Housing Rehabilitation activity.

FURTHER RESOLVE that the City Manager be authorized to prepare and submit an application for Community Development Block Grant funds to the U.S. Department of Housing and Urban Development (HUD) within sixty days of the date allocations are announced but no later than August 15, 2023.

**BUDGET BACKGROUND**

**Housing Rehabilitation**

The Housing Rehabilitation program continues to assist low- and moderate-income homeowners with home improvements. Typical improvements include roof replacement, water heater and furnace replacement, siding installation, minor home repair, and sewer connection. In the current budget, 20 homeowners will receive assistance with home improvements. The budget also includes wages and fringe of the Housing Rehabilitation Specialist for administration costs that directly benefit the homeowners. The Housing Rehabilitation program budget will be \$349,332.

*Community Development Block Grant (CDBG) Public Hearing on the  
Five Year Consolidated Plan and 2023-2024 Projected Use of Funds  
Page 2 of 2*

**Public Service Organizations**

Several non-profit organizations are classified as Public Service Organizations by HUD. The expenditure for this category cannot exceed 15% of the funding as established by HUD. Farmington Hills has received requests from CARES (Community. Action. Resources. Empowerment. Services.) to provide food pantry products and services, Common Ground to provide crisis counseling, short-term housing and other support services, HAVEN (Help Against Violent Encounters Now) to combat domestic violence, and Lighthouse (aka. South Oakland Shelter) to aid homeless families in our community. This year \$42,500 is recommended for Public Service Organizations.

**Program Administration**

The administration amount of the budget reimburses the general fund for documented wages and fringe benefits of general program staff. It also covers printing services, legal notices and other administrative costs. This year \$60,000 is recommended for Program Administration.

**PUBLIC PARTICIPATION**

The Community Development Office has contacted and met with community organizations and the Housing Rehabilitation Loan Board in order to keep interested organizations informed. On September 21, 2022, a public meeting was held to review the previous year's activity and review the City's Consolidated Plan. On March 19, 2023, a **30-Day comment period notice and Notice of Public hearing** regarding the April 24, 2023 City Council public hearing was published in the Oakland Press.

**SCHEDULE**

The Annual Action Plan and the application for the 2023-2024 CDBG Program is to be submitted to the U. S. Department of Housing and Urban Development within sixty days of the date allocations are announced but no later than August 15, 2023. The new program year begins July 1, 2023 and ends June 30, 2024.

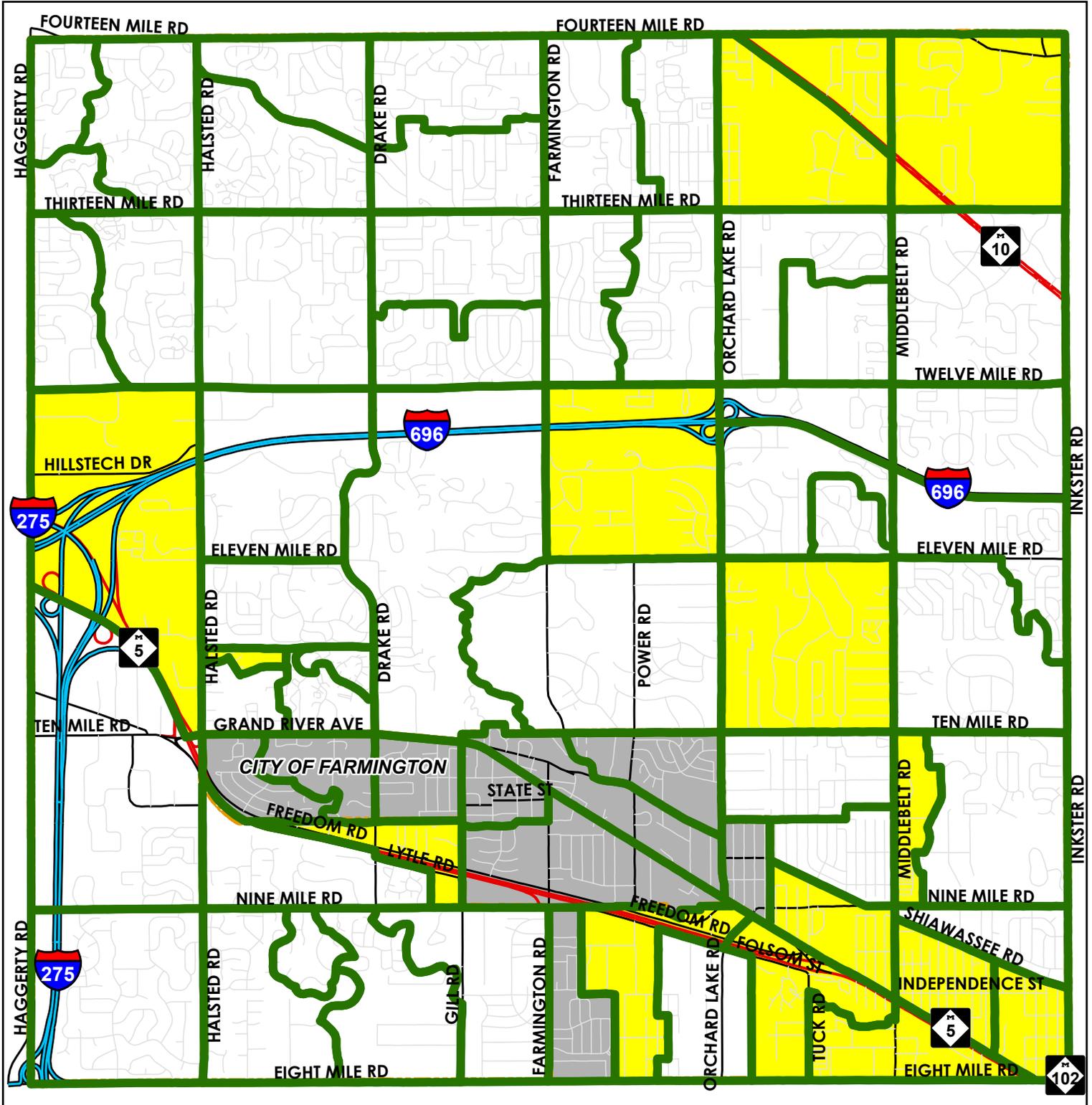
Prepared by: Tracey Emmanuel: Community Development and Special Projects Coordinator  
Departmental Authorization by: Charmaine Kettler-Schmult, Planning and Community Development  
Approved by: Gary Mekjian, City Manager

**Electronic attachment:**

- [Eligible Areas Map \(2022\)](#)
- [30 Day Comment Period Notice and Notice of Public Hearing](#)



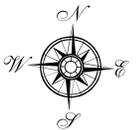
# CDBG Low/Moderate Income Eligible Areas 2022



SOURCES: City of Farmington Hills GIS, 2023  
 Oakland County, 2023  
 US Census Bureau, ACS 2015; 2010 Block Groups  
 Map Print Date: March 2023



 Low/Moderate Income Area



**LEGAL/PUBLIC NOTICE**  
**CITY OF FARMINGTON HILLS**  
**30 Day Comment Period and Notice of Public Hearing**  
**Community Development Block Grant Program**  
**Annual Action Plan 2023-2024**  
**Third Program Year**

The City of Farmington Hills is expected to receive \$383,832 from the U.S. Department of Housing and Urban Development for the 2023-2024 Community Development Block Grant Program Year. These funds will be authorized by the U.S. Department of Housing and Urban Development under Title 1 of the Housing and Community Development Act of 1974 and 1977, as amended. Any change in the funding amount will require an adjustment to the Housing Rehabilitation activity. In addition, an estimated \$68,000 in program income from Housing Rehabilitation activities is included in the projected use of funds.

Notice is hereby given that on Monday April 24, 2023 at 7:30 p.m. EST, in the City Council Chambers of City Hall, 31555 Eleven Mile Road, the Farmington Hills City Council will conduct a Public Hearing to discuss the proposed use of Community Development Block Grant funds in the Annual Action Plan 2023-2024. If concerned citizens who plan to attend the public hearing are hearing-impaired or non-English speaking, please contact the Community Development office 248-871-2545 or [temmanuel@fhgov.com](mailto:temmanuel@fhgov.com) so proper arrangements can be made.

The Annual Action Plan is used to guide decision making in the distribution of federal grant funds received by the City during the 2023-2024 program year. Included in the plan will be the proposed use of the City's annual Community Development Block Grant funds. Draft versions of the Annual Action Plan 2023-2024 are available for viewing at the Community Development Office within City Hall at 31555 W. Eleven Mile, during regular business hours 8:30 a.m. to 4:30 p.m.

The summary statement of Community Development Activities and Projected Use of funds for the 2023-2024 CDBG Program Year is as follows:

<u>Activities</u>	
Housing Rehabilitation	\$349,332
Public Services	\$42,500
CDBG Administration	<u>\$60,000</u>
<b>Total:</b>	<b>\$451,832</b>

A 30-day comment period remains in effect until April 25, 2023. The public is invited to comment on the Annual Action Plan, the proposed use of Block Grant funds and the City's participation in the Community Development Block Grant Program (CDBG). All interested persons may provide written comments to the City of Farmington Hills Community Development Office, 31555 Eleven Mile, Farmington Hills, MI 48336. Information regarding the previous and proposed CDBG Program may be obtained at the City of Farmington Hills, Community Development Office or by calling (248) 871-2545.

Publish: March 19, 2023

ORDINANCE NO. C-5-2023

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.

C. SPECIAL APPROVAL USES [*Unchanged.*]

D. ACCESSORY USES [*Unchanged.*]

Section 2 of Ordinance. Repealer.

All ordinances, parts of ordinances, or sections of the City Code in conflict with this ordinance are 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 3 of Ordinance. Savings.

The amendments of the Farmington Hills Code of Ordinances set forth in this ordinance do not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendments of the Farmington Hills Code of Ordinances set forth in this ordinance.

Section 4 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, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated, and 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 5 of Ordinance. Effective Date.

The provisions of this ordinance are ordered to take effect twenty-one (21) days after enactment.

Section 6 of Ordinance. Date and Publication.

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:  
Nays:  
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.

\_\_\_\_\_  
PAMELA B. SMITH, City Clerk  
City of Farmington Hills

SUMMARY  
ORDINANCE NO. C-5-2023  
CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN

NOTICE OF 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.

A full copy of the Ordinance is on file in the Clerk's Office for public review between the hours of 8:30am and 4:30pm Monday through Friday.

Section 1, Ordinance Amendment

Section 2, Repealer

Section 3, Savings

Section 4, Severability

Section 5, Effective Date

The provisions of this Ordinance are ordered to take effect twenty-one (21) days after enactment.

Section 6, Date and Publication

PAMELA B. SMITH, City Clerk

Publish: May 3, 2023

**CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN**

**ORDINANCE NO. C-6-2023**

**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 – 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:

SUMMARY  
ORDINANCE NO. C-6-2023  
CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN

NOTICE OF 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.

A full copy of the Ordinance is on file in the Clerk's Office for public review between the hours of 8:30am and 4:30pm Monday through Friday.

Section 1, Ordinance Amendment

Section 2, Repealer

Section 3, Savings

Section 4, Severability

Section 5, Effective Date

The provisions of this Ordinance are ordered to take effect twenty-one (21) days after enactment.

Section 6, Enactment

PAMELA B. SMITH, City Clerk

Publish: May 3, 2023



To: Gary Mekjian, City Manager  
From: Thomas C. Skrobola, Finance Director/Treasurer  
Date: April 20, 2023  
Subject: **FY 2023/24 Third Quarter Financial Summary Report**

Enclosed you will find the Third Quarter Summary Financial Report of the General Fund, Major Road Fund, Local Road Fund and Capital Improvement Fund.

### **General Fund**

#### **Revenue/Transfers-in:**

Total annual revenue and transfers-in is projected to be \$72.8 million, which is \$0.5 million more than the Adopted Budget, due to a variety of increased receipts of grants, fees, sales, and other revenues.

#### **Expenditures/Transfers-out:**

Total annual expenditures and transfers-out are projected to be \$73.5 million, which \$0.6 million less than the Adopted Budget, primarily due to Waste Removal contract savings.

#### **Fund Balance:**

Total Fund Balance is projected to be approximately \$44.8 million at June 30, 2023, with \$42.8 million unassigned. This 57.7% of projected Total Expenditures. and is \$1.1 million more than the amount in the Adopted Budget.

### **Major Road Fund**

#### **Revenue/Transfers-in:**

Total annual revenue and transfers-in is projected to be \$13.2 million, which is \$500 thousand more than the Adopted Budget, due to increases in state construction grant receipts.

#### **Expenditures/Transfers-out:**

Total annual expenditures and transfers-out is projected to be \$16.7 million, which is roughly the same as the Adopted Budget.

**Fund Balance:**

The projected Fund Balance of \$2.8 million is 16.9% of projected Total Expenditures at June 30, 2023.

**Local Road Fund****Revenue/Transfers-in:**

Total annual revenue and transfers-in is projected to be \$14.6 million, which is \$98 thousand less than the Adopted Budget, primarily due to Gas and Weight Tax Revenue estimated slightly lower than the Adopted Budget.

**Expenditures/Transfers-out:**

Total annual expenditures and transfers-out is projected to be \$15.2 million, which is \$1.4 million less than the Adopted Budget, due primarily to the anticipated timing of some Budgeted construction expenditures occurring after the Fiscal year-end of June 30, 2023.

**Fund Balance:**

The projected Fund Balance of \$1.3 million is 8.6% of projected Total Expenditures at June 30, 2023, and is \$1.3 million higher than the Adopted Budget.

**Capital Improvement Fund****Revenue/Transfers-in:**

Total annual revenue and transfers-in is projected to be \$15.2 million which is \$2.1 million more than the Adopted Budget, due to increased Interest Income and higher-than-budgeted Bond proceeds of \$7 million vs \$5.4 million in the Adopted Budget.

**Expenditures/Transfers-out:**

Total annual expenditures and transfers-out is projected to be \$18.6 million, which is the same as the Adopted Budget.

**Fund Balance:**

The Projected Fund Balance of \$3.9 million is 21.1% of projected Total Expenditures at June 30, 2023.

Please contact me if you have any questions.

FY 2022-23 3rd Quarter Financial Report

**GENERAL FUND SUMMARY**

	2022/23 Amended Budget	2022/23 Year-To-Date (includes encumbrances)	2022/23 Year-end Projection	Projection Over (Under) Budget	Percentage Change
<b><u>Fund Balance, July 1</u></b>					
Unassigned	45,224,062	45,224,062	45,224,062		
Nonspendable + Restricted + Assigned	304,826	304,826	304,826		
Total Fund Balance (actual)	45,528,888	45,528,888	45,528,888		
<b><u>Revenue</u></b>					
Property Taxes	36,162,362	35,712,063	36,181,817	19,455	0.05%
Business Licenses & Permits	22,954	20,584	27,405	4,451	19.39%
Other Licenses & Permits	1,675,766	1,598,411	1,599,902	(75,864)	-4.53%
Grants	4,826,000	1,530,176	5,095,659	269,659	5.59%
State Shared Revenues	9,373,527	5,470,058	9,277,177	(96,350)	-1.03%
Fees	6,625,532	5,022,467	6,732,115	106,583	1.61%
Sales	360,055	416,291	582,626	222,571	61.82%
Fines & Forfeitures	1,551,455	1,068,747	1,331,800	(219,655)	-14.16%
Interest Earnings	291,273	892,895	300,001	8,728	3.00%
Recreation User Charges	7,546,013	5,356,471	7,597,321	51,308	0.68%
Other Revenue	2,618,003	799,548	2,797,035	179,032	6.84%
Total Revenue	71,052,940	57,887,710	71,522,858	469,918	0.66%
<b><u>Expenditures</u></b>					
City Council	124,497	78,479	120,508	(3,989)	-3.20%
Planning Commission	108,453	92,325	121,537	13,084	12.06%
Boards and Commissions	2,817,950	2,358,523	2,799,460	(18,490)	-0.66%
City Administration	860,619	661,166	922,858	62,239	7.23%
Public Information	572,288	322,382	588,084	15,796	2.76%
Finance	245,210	313,187	249,257	4,047	1.65%
Accounting	590,332	495,926	600,076	9,744	1.65%
Assessing	833,820	548,756	847,583	13,763	1.65%
Treasury	452,895	283,165	460,370	7,475	1.65%
Corporation Counsel	764,600	755,786	744,844	(19,756)	-2.58%
City Clerk	1,008,707	716,091	920,215	(88,492)	-8.77%
Human Resources	607,255	365,016	720,110	112,855	18.58%
Central Services	1,229,117	913,504	1,214,155	(14,962)	-1.22%
Support Services	2,652,727	2,138,025	2,617,378	(35,349)	-1.33%
Post-Employment Benefits	2,482,149	1,488,099	2,232,149	(250,000)	-10.07%
Police Department	17,391,720	16,415,596	17,155,479	(236,240)	-1.36%
Fire Department	7,699,636	8,707,860	7,684,312	(15,324)	-0.20%
Public Services Administration	565,766	421,574	551,442	(14,324)	-2.53%
Road Maintenance (Net)	361,496	1,476,677	302,797	(58,699)	-16.24%
Planning & Community Development	1,984,575	1,311,004	1,948,236	(36,339)	-1.83%
Building Maintenance	505,713	343,309	510,255	4,542	0.90%
Engineering	1,434,666	1,113,923	1,376,161	(58,505)	-4.08%
DPW Maintenance Facility	1,524,193	1,297,323	1,741,341	217,147	14.25%
Waste Removal	4,428,197	2,603,646	3,920,762	(507,435)	-11.46%
Special Services Administration	4,031,287	3,547,873	4,637,577	606,290	15.04%
Youth Services	0	1,846	0	-	0.00%
Senior Services	1,102,820	1,073,441	989,853	(112,967)	-10.24%
Parks Maintenance	1,924,566	1,280,265	1,907,109	(17,457)	-0.91%
Cultural Arts	1,486,126	941,202	1,456,757	(29,369)	-1.98%
Golf Course	869,499	649,030	836,619	(32,880)	-3.78%
Recreation Programs	2,523,342	1,691,404	2,411,387	(111,955)	-4.44%
Ice Arena	1,124,266	624,002	1,091,145	(33,121)	-2.95%
Total Expenditures	64,308,487	55,030,408	63,679,820	(628,667)	-0.98%
Excess of Revenue Over (Under) Expenditures	6,744,453	2,857,303	7,843,038	1,098,585	16.29%
<b><u>Other Financing Sources (Uses)</u></b>					
Operating Transfers In	1,316,850	329,213	1,316,850	-	0.00%
Operating Transfers Out	(9,868,951)	(3,900,000)	(9,868,951)	-	0.00%
Total Other Financing Sources (Uses)	(8,552,101)	(3,570,788)	(8,552,101)	-	0.00%
Excess of Revenue and Other Financing	(1,807,648)	(713,485)	(709,063)	1,098,585	-60.77%
<b><u>Fund Balance, June 30</u></b>					
Unassigned	2,400,000		2,400,000		
Nonspendable + Restricted + Assigned	41,321,240		42,419,825		
Total Fund Balance, June 30	43,721,240		44,819,825	1,098,585	
Total Fund Balance - Percent of Expenditures	58.9%		60.9%		
Unassigned Fund Balance - Percent of Expendit	55.7%		57.7%		
25% of Expenditures	18,544,359		18,387,193		
Unassigned Fund Balance Over/(Under) 25% of	22,776,881		24,032,632		
Revenue + Transfers-in	72,369,790		72,839,708	469,918	0.65%
Expenditures + Transfers-out	74,177,438		73,548,771	(628,667)	-0.85%

FY 2022-23 3rd Quarter Financial Report

**MAJOR ROADS FUND SUMMARY**

	2022/23 Amended Budget	2022/23 Year-To-Date (includes encumbrances)	2022/23 Year-end Projection	Projection Over (Under) Budget	Percentage Change
<b><u>Fund Balance, July 1</u></b>					
Nonspendable + Restricted + Assigned Unassigned	6,250,706	6,250,706	6,250,706		
Total Fund Balance (actual)	6,250,706	6,250,706	6,250,706		
<b><u>Revenue</u></b>					
Intergovernmental Revenues					
Gas & Weight Tax (Act 51)	7,486,038	4,857,588	7,781,467	295,429	3.95%
Federal/State Grants	0	0	412,700	412,700	0.00%
Total Intergovernmental Revenues	7,486,038	4,857,588	8,194,167	708,129	9.46%
Other Revenues					
Miscellaneous	190	417,080	190	-	0.00%
Interest Earnings	75,000	126,079	75,000	-	0.00%
Total Other Revenues	75,190	543,159	75,190	-	0.00%
Total Revenue	7,561,228	5,400,747	8,269,357	708,129	9.37%
<b><u>Expenditures</u></b>					
Construction	11,783,395	11,431,362	11,943,250	159,855	1.36%
Routine Maintenance	3,239,390	1,625,397	2,920,786	(318,604)	-9.84%
Traffic Services - Maintenance	546,386	117,614	495,727	(50,659)	-9.27%
Winter Maintenance	1,076,420	226,529	1,217,231	140,811	13.08%
Administration, Records & Engineering	91,400	38,267	89,200	(2,200)	-2.41%
Total Expenditures	16,736,991	13,439,168	16,666,194	(70,796)	-0.42%
Excess of Revenue Over (Under) Expenditures	(9,175,763)	(8,038,421)	(8,396,837)	778,925	-8.49%
<b><u>Other Financing Sources (Uses)</u></b>					
Bond Proceeds	0	0	0	-	0.00%
Operating Transfers In	5,172,886	1,249,037	5,172,886	-	0.00%
Operating Transfers Out	0	0	0	0	0.00%
Total Other Financing Sources (Uses)	5,172,886	1,249,037	5,172,886	-	0.00%
Excess of Revenue and Other Financing	(4,002,877)	(6,789,384)	(3,223,951)	778,925	-19.46%
<b><u>Fund Balance, June 30</u></b>					
Nonspendable + Restricted + Assigned	2,247,830		3,026,755		
Total Fund Balance, June 30	2,247,830		3,026,755		
Total Fund Balance - Percent of Expenditures	13.4%		18.2%		
Revenue + Transfers-in	12,734,114		13,442,243	708,129	5.56%
Expenditures + Transfers-out	16,736,991		16,666,194	(70,796)	-0.42%

FY 2022-23 3rd Quarter Financial Report

**LOCAL ROADS FUND SUMMARY**

	2022/23 Amended Budget	2022/23 Year-To-Date (includes encumbrances)	2022/23 Year-end Projection	Projection Over (Under) Budget	Percentage Change
<b><u>Fund Balance, July 1</u></b>					
Nonspendable + Restricted + Assigned Unassigned	1,857,343	1,857,343	1,857,343		
Total Fund Balance (actual)	1,857,343	1,857,343	1,857,343		
<b><u>Revenue</u></b>					
Intergovernmental Revenues					
Gas & Weight Tax (Act 51)	2,936,790	1,689,203	2,848,796	(87,994)	-3.00%
Federal/State Grants	0	0	0	-	0.00%
Total Intergovernmental Revenues	2,936,790	1,689,203	2,848,796	(87,994)	-3.00%
Other Revenues					
Miscellaneous					
Interest Earnings	10,000	343,929	0	(10,000)	-100.00%
Total Other Revenues	10,000	343,929	0	(10,000)	-100.00%
Total Revenue	2,946,790	2,033,132	2,848,796	(97,994)	-3.33%
<b><u>Expenditures</u></b>					
Construction	12,399,810	11,109,280	10,709,345	(1,690,465)	-13.63%
Routine Maintenance	3,011,394	2,427,064	3,399,793	388,399	12.90%
Traffic Services - Maintenance	65,411	8,032	25,851	(39,560)	-60.48%
Winter Maintenance	251,377	280	124,898	(126,479)	-50.31%
Administration, Records & Engineering	925,600	891,903	925,500	(100)	-0.01%
Total Expenditures	16,653,592	14,436,558	15,185,387	(1,468,205)	-8.82%
Excess of Revenue Over (Under) Expenditures	(13,706,802)	(12,403,426)	(12,336,591)	1,370,211	-10.00%
<b><u>Other Financing Sources (Uses)</u></b>					
Bond Proceeds	0	0	0	-	0.00%
Operating Transfers In	11,781,926	2,945,482	11,781,926	-	0.00%
Operating Transfers Out	0	0	0	-	0.00%
Total Other Financing Sources (Uses)	11,781,926	2,945,482	11,781,926	0	0.00%
Excess of Revenue and Other Financing	(1,924,876)		(554,665)	1,370,211	-71.18%
<b><u>Fund Balance, June 30</u></b>					
Nonspendable + Restricted + Assigned	(67,533)		1,302,678		
Total Fund Balance, June 30	(67,533)		1,302,678		
Total Fund Balance - Percent Of Expenditures	-0.4%		8.6%		
Revenue + Transfers-in	14,728,716		14,630,722	(97,994)	-0.67%
Expenditures + Transfers-out	16,653,592		15,185,387	(1,468,205)	-8.82%

FY 2022-23 3rd Quarter Financial Report

**CAPITAL IMPROVEMENT FUND SUMMARY**

	2022/23 Amended Budget	2022/23 Year-To-Date (includes encumbrances)	2022/23 Year-end Projection	Projection Over (Under) Budget	Percentage Change
<b><u>Fund Balance, July 1</u></b>					
Nonspendable + Restricted + Assigned Unassigned	7,323,119	7,323,119	7,323,119		
Total Fund Balance (actual)	7,323,119	7,323,119	7,323,119		
<b><u>Revenue</u></b>					
Grants	0	68,000	68,000	68,000	-
Miscellaneous	0	(14,749)	0	-	-
Interest Earnings + Bond Proceeds	5,440,000	7,078,745	7,499,234	2,059,234	37.85%
Total Revenue	5,440,000	7,131,996	7,567,234	2,127,234	39.10%
<b><u>Expenditures</u></b>					
Capital and Equipment	8,684,539	4,537,280	8,684,539	-	0.00%
Construction	9,437,514	6,259,138	9,437,514	-	0.00%
Miscellaneous	500	0	500	-	0.00%
Debt Payment	452,543	0	452,543	-	0.00%
Total Expenditures	18,575,096	10,796,417	18,575,096	0	0.00%
Excess of Revenue Over (Under) Expenditures	(13,135,096)	(3,664,421)	(11,007,861)	2,127,234	-16.20%
<b><u>Other Financing Sources (Uses)</u></b>					
Bond Proceeds	0	0	0	-	-
Operating Transfers In	7,600,000	1,900,000	7,600,000	-	0.00%
Operating Transfers Out	0	0	0	-	-
Total Other Financing Sources (Uses)	7,600,000		7,600,000	-	0.00%
Excess of Revenue and Other Financing	(5,535,096)		(3,407,861)	2,127,234	-38.43%
<b><u>Fund Balance, June 30</u></b>					
Nonspendable + Restricted + Assigned	1,788,023		3,915,258		
Total Fund Balance, June 30	1,788,023		3,915,258		
Total Fund Balance - Percent of Expenditures	9.6%		21.1%		
Revenue + Transfers-in	13,040,000		15,167,234	2,127,234	16.31%
Expenditures + Transfers-out	18,575,096		18,575,096	-	0.00%



## **MEMORANDUM**

**To: Gary Mekjian, City Manager**  
**From: Thomas C. Skrobola, Finance Director/Treasurer**  
**Date: April 16, 2023**  
**Subject: The City's Quarterly Investment Report as of March 31, 2023**

Attached you will find the City's Quarterly Investment Report (exclusive of the investments of the Pension Trust Funds) as of March 31, 2023.

In comparison to the quarter ended December 31, 2022, the City's total investment/bank balance is \$159.4 million, a decrease of \$4.3 million or 2.6%, which is typical for the periods after the Summer 2022 Property Tax collections.

In comparison to the same quarter a year ago, i.e., the quarter ended March 31, 2022, the City's total investment/bank balance has increased by \$20.1 million or 14.48%, which reflects a positive cash flow that is the net of FY 2021-22 year-end performance which added \$1.7 million to General Fund balance, the continuation of ARPA grant proceeds exceeding \$3 million over that period, as well as CIP bond proceeds of \$7 million.

The City's average Rate of Return (R.O.R.) on investments was 4.49% compared to 3.86% the previous quarter. The City's R.O.R. was above the benchmark Fed Funds Rate by 0.41%. The gap continues its one-year narrowing trend, which reflects increases in short-term Treasury rates, which trail ongoing Federal Reserve Rate hikes. The Treasurer's Office has shortened maturities to "climb the ladder" through the prudent and timely diversification of investment options.

We will continue to work within the primary objectives of the City's Investment Policy, which, in priority order, are; safety, diversification, liquidity and return on investment, as highlighted below:

1. Safety of principal is the primary objective of the City of Farmington Hills investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. The objective will be to mitigate risk through the utilization of FDIC insured and collateralized investments;
2. The investments shall be diversified by type and institution in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio. The City has investments in certificate of deposits, CDARS, cash equivalents, mutual funds, checking accounts, savings accounts, money market accounts, and U.S. instruments, diversified between financial institutions as indicated in this report;
3. The investment portfolio shall remain sufficiently liquid to enable the City to meet

all operating requirements which may be reasonably anticipated, by the use of cash flow forecasting models; and

- The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow characteristics of the portfolio. At minimum, the City's average rate of return on investments should earn more than the 3-month Treasury Bill Rate and Fed Funds Rate.

Please let me know if you have any questions.

City of Farmington Hills								
Quarterly Investment Report								
As of March 31, 2023								
				\$159,398,247			4.49%	
Financial Institution	Fund	Account Type	Investment	Bank Total	Date of Maturity	Current % Interest Rate	Average R.O.R.	Percentage of Portfolio
<b>Comerica Bank</b>	All funds	*CK	29,247		Immediate	0.15%	0.0000%	
<b>Comerica Bank</b>	All Funds-J-Fund	MF	121,955,593	121,984,840	Immediate	4.58%	3.5042%	76.53%
<b>Michigan Class</b>	All Funds	MMIP	25,543,391	25,543,391	Immediate	4.85%	0.7774%	16.02%
<b>Oakland County Investment Pool</b>	All Funds	LGIP	11,104,853	11,104,853	Immediate	3.00%	0.2090%	6.97%
<b>PNC Bank</b>	All Funds	*CK	765,163	765,163	Immediate		0.0000%	0.48%
<b>Total</b>				<b>159,398,247</b>			<b>4.4906%</b>	<b>100.00%</b>
1-Year Treasury Bill Rate-trailing six months								4.78%
3-Month Treasury Bill Rate-trailing six months								4.45%
Quarterly Fed Funds Rate-trailing six months								4.09%
City's Avg. R.O.R. over/(under) the 1-year T-Bill Rate								-0.29%
City's Avg. R.O.R. over/(under) the 3-month T-Bill Rate								0.04%
City's Avg. R.O.R. over/(under) the Fed Funds Rate								0.41%
<b>Type Codes</b>								
CD - Certificate of Deposit			MF - Mutual Fund			MUNI - Municipal Bonds		
CE - Cash Equivalent			MM - Money Market Account					
CK - Regular Checking			***MMIP - Money Market Investment Pool					
CP - Commercial Paper			SV - Savings Account					
IBC- Interest bearing checking			USI - United States Instrumentality					
LGIP - Local Government Investment Pool			UST - United States Treasury					
*CK = Earnings Credit applied to Bank Service Fees.								
**CK = Non-interest bearing account.								
***Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) is rated 'AAAm' by Standard & Poor's. The rating signifies extremely strong capacity to maintain principal stability and to limit exposure to principal losses due to credit, market, and/or liquidity risks. This is accomplished through conservative investment practices and strict internal controls. Standard & Poor's monitors the portfolio on a weekly basis. The Pool invests in US Treasury obligations, federal agency obligations of the U.S. government, high grade commercial paper (A-1 or better), collateralized bank deposits, repurchase agreements (collateralized at 102% by Treasuries and agencies) and approved money market funds. The credit quality of the Pool is excellent with greater than 50% of the securities invested in A-1+ securities and the remainder in A-1 paper. The portfolio's weighted average maturity is kept under 60 days, which further helps to enhance liquidity and limits market price exposure. Portfolio securities are priced to market on a weekly basis.								
			Previous 1/4	\$163,662,922			102.7%	
			\$ Change	(\$4,264,675)				
			% Change	-2.61%				
			Previous Year	\$139,239,621			87.4%	
			\$ Change	\$20,158,626				
			% Change	14.48%				

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL—April 24, 2023**

**SUBJECT:** Award of Bid—Trailer Mounted Tree Chippers

**ADMINISTRATIVE SUMMARY:**

- The purchase of two (2) replacement hydraulic feed tree chippers were publicly advertised and competitively bid on the Michigan Inter-Governmental Trade Network (MITN) e-procurement system and opened on March 7, 2023. Notification was sent to 67 vendors (including 14 vendors that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled).
- Funding for this equipment purchase is provided in Capital Improvements Program-Equipment account. These chippers are utilized for the maintenance of trees located within the Farmington Hills public road right-of-way covering approximately 300 centerline miles.
- The new equipment will replace units #265, a 2009 Vermeer chipper, and #266, a 2005 Vermeer chipper. The 2009 chipper and 2005 chipper will be traded-in as part of this purchase.
- DPW staff evaluated all bids that were submitted for price, adherence/deviation to the bid specifications, warranty, and safety mechanisms.
- The recommended unit complies with the City's specifications and is within budget. Note other unit, which was the low bidder, did not meet several of the specifications (e.g. warranty, emergency lighting, loaner requirements).
- The recommended vendor is providing a full three-year manufacturer's warranty on parts and labor.
- The lowest, most qualified bid was received by Vermeer of Michigan located in Fowlerville, Michigan. Vermeer has provided repair service and sold equipment and parts to the City in the past, proving to be reliable and knowledgeable with the unique intricacies of this piece of equipment.

**RECOMMENDATION:**

IT IS RESOLVED that the City Council of Farmington Hills authorize the City Manager to issue a purchase order to Vermeer of Michigan located in Fowlerville Michigan, in the amount of \$178,800 for two (2) Model BC1800XL tree chippers. The total amount reflects the trade-in of two (2) chippers, #265 for \$36,000 and #266 for \$20,000.

**SUPPORT DOCUMENTATION:**

City of Farmington Hills  
 Bid tabulation  
 Bid #itb-fh-22-23-2387  
 Trailer Mounted Hydraulic Feed Drum Chippers  
 Opened 03/07/2023

ITEM	QTY	Vermeer of Michigan, Inc Fowlerville, MI		Bandit Industries, Inc. Remus, MI	
		Unit Price	Extended Price	Unit Price	Extended Price
Trailer Mounted Hydraulic Feed Drum (Chipper)	2	\$117,400.00	\$234,800.00	\$99,699.20	\$199,398.40
	Make & Model	Vermeer BC1800XL		Bandit 19XPC	
<b>Trade-In Proposals</b>					
A. #266 2005 Vermeer Model 1400 Chipper (Approximately 1,400 hours)			\$20,000.00		\$17,500.00
B. #265 2009 Vermeer Model BC1800 Chipper (Approximately 3,000 hours)			\$36,000.00		\$22,500.00

Bid notification was sent to 67 vendors.



Prepared by: Derrick Schueller, DPW Superintendent  
 Michelle Aranowski, Senior Buyer

Departmental Authorization: Karen Mondora, P.E., Director, Department of Public Services  
 Kelly Monico, Director, Department of Central Services.

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

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL—April 24, 2023****SUBJECT:** Award of Bid—Forestry Bucket Truck**ADMINISTRATIVE SUMMARY:**

- The City utilizes a Forestry Bucket Truck to maintain trees located within the Farmington Hills public right-of-way (~300 centerline miles).
- The purchase of a replacement Forestry Bucket Truck requires two (2) separate vendors. One vendor for the truck chassis and one vendor for the build-out which includes the bucket, boom, and related equipment.
- The chassis was part of a request for proposals (RFP) issued through the Michigan Intergovernmental Trade Network (MITN) e-procurement system by the City of Rochester Hills, RFP-RH-20-023 and opened on March 18, 2020. The multi-year RFP was a seven-community cooperative effort, with the City of Rochester Hills acting as lead agency and included the cities of Farmington Hills, Rochester Hills, Auburn Hills, Madison Heights, Livonia, Huntington Woods, and Bloomfield Township. The proposal was developed with the intent to create a multi-year, comprehensive, cooperative contract for any MITN agency to procure a new truck chassis, among other items. Participating in a cooperative purchase provides cost savings for the City due to the buying power of the cooperative. All seven communities of the RFP unanimously recommended that Wolverine Freightliner Truck shall provide the truck chassis.
- The purchase and build-out of the bucket, boom, and related equipment was publicly advertised and competitively bid on the Michigan Inter-Governmental Trade Network (MITN) e-procurement system and opened on March 23, 2023. Notification was sent to 248 vendors (including 56 vendors that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled). DPW staff evaluated the one bid received for price, adherence/deviation to the bid specifications, warranty, and safety mechanisms. The recommended vendor for the truck build-out is Versalift Midwest.
- The recommended unit is within budget with funding provided in the Capital Improvements Program-Equipment account.
- The new equipment will replace unit #249, a 2009 Forestry Bucket Truck. Given the lower than anticipated trade-in price for the used unit, we will not be trading in #249 at this time and will explore other selling options.
- As part of the bid, we will be accepting the trade-in offers received for #230, a 2011 Live Bottom Truck and #234, a 2011 Live Bottom Truck.

**RECOMMENDATION:**

IT IS RESOLVED that the City Council of Farmington Hills authorize the City Manager to issue a purchase order to Wolverine Freightliner-Eastside of Mount Clemens, Michigan for a total of \$94,327 for the purchase of a Freightliner truck chassis, and

IT IS FURTHER RESOLVED that the City Council of Farmington Hills authorize the City Manager to issue a purchase order to Versalift Midwest of Shelby Township, Michigan for a total of \$89,969 for the installation of a bucket, boom assembly and related equipment. The total amount reflects the trade-in of two (2) live bottom trucks, #230 for \$25,000 and #234 for \$25,000.

**SUPPORT DOCUMENTATION:**

City of Farmington Hills  
 Bid tabulation  
 Bid #itb-fh-22-23-2397  
 Forestry Truck Equipment  
 Opened 03/23/2023

ITEMS	Versalift Midwest Shelby Twp. MI	
	Unit Price	Make & Model
TELESCOPIC/ARTICULATING BOOM	\$139,969.00	Versalift VST-40I
% off manufacturer list price for additional parts, options or etc. not included in the bid price	10%	
<b>TRADE-IN PROPOSALS</b>	<b>Unit Price</b>	
A. #249 2009 Sterling Aerial Truck	\$12,000.00	
B. #230 2011 Freightliner Tandem Live Bottom Truck	\$25,000.00	
C. #234 2011 Freightliner Tandem Live Bottom Truck	\$25,000.00	

Bid notification was sent to 248 vendors. We received zero (0) "No Bid."



Prepared by: Derrick Schueller, DPW Superintendent  
 Michelle Aranowski, Senior Buyer

Departmental Authorization: Karen Mondora, P.E., Director, Department of Public Services  
 Kelly Monico, Director, Department of Central Services.

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

**REPORT FROM THE CITY MANAGER CITY COUNCIL**  
**April 24, 2023**

CMR 4-23-55

**SUBJECT: INVESTIGATIVE EQUIPMENT, LICENSING & TRAINING FOR DIGITAL FORENSICS**

**ADMINISTRATIVE SUMMARY**

- The need for digital forensic analysis in criminal investigations is growing at an alarming rate across the Nation and State; and is affecting all law enforcement agencies. The Farmington Hills Police Department currently has no internal digital forensic capabilities and rely on external sources and agencies abilities to process its digital forensics evidence during investigations.
- Digital forensics includes the recovery, investigation, examination, and analysis of material found in digital devices such as mobile phones and computer equipment. Due to the specialty of this equipment and limited sources of training, this equipment and training is considered to fall within a single source provider and vendor.
- To establish a basic Digital Forensics Investigative program, it is recommended that the department purchase the necessary equipment and training (CelleBrite, Cell-Hawk, Axiom systems) to process digital evidence to aid in criminal investigations and prosecutions:
  - The Cellebrite solution will be utilized for cellphone extraction with patented technology widely used by law enforcement to extract and organize the contents of seized devices. The initial cost for equipment & training is \$10,100.00 with ongoing licensing costs estimated at \$5,000 per year.
  - The Cell-Hawk solution will map, connect and uncover trends in device data allowing investigators to upload and review records, telephone numbers, and turn raw carrier data into actionable leads. The initial cost of equipment, software & training is \$4,995.00 with ongoing licensing costs estimated at \$3,000 per year.
  - The Magnet-Axiom solution, equipment and training will be used to investigate & categorize media efficiently, automatically analyze the content and extract relevant evidence for investigations. The initial cost of equipment, software & training is \$6,495 at \$4,000 per year.
- The total initial cost for all three solutions is of these systems and associated training is \$21,590.00. Funding for these purchases are available under the Police Capital Outlay Budget.

**RECOMMENDATION**

Based on the above information, it is recommended that City Council authorize the City Manager to issue purchase orders to Cellebrite company in the amount of \$10,100, Cell-Hawk Inc. in the amount of \$4,995 and Magnet-Axiom in the amount of \$6,495 with additional administrative authorization to approve ongoing annual licensing fees for all solutions.

**Prepared by:** Jeff King, Chief of Police

**Reviewed by:** Thomas Skrobola, Finance Director

**Reviewed by:** Kelly Monico, Director of Central Services

**Approved by:** Gary Mekjian, City Manager

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL**

April 24, 2023

**SUBJECT: AWARD OF THE STATE OF MICHIGAN CUSTOMER CHOICE NATURAL GAS CONTRACT****ADMINISTRATIVE SUMMARY**

- Consumers Energy has allowed customers a choice program for many years. The program allows users of natural gas to select alternate providers with Consumers Energy continuing to deliver the product. Since July 2009 the City has utilized the awarded State of Michigan vendor for the choice program. As a political subdivision of the State, the City can piggy-back on this contract.
- Like all commodities, prices are market driven based upon supply and demand. Natural gas prices are affected by storms, weather, production, storage and other economic factors. Over the past several years the market has been very volatile. In doing a historical comparison back to 2011/2012; Consumer's Energy prices have been as high as \$7.25 per Mcf (measured cubic feet) and as low as \$2.53 per Mcf. Currently the Consumer's Energy price is \$5.54 per Mcf but was over \$7.00 earlier this winter. Taking part in the State's fixed price program (in 3 year increments) has allowed the City pricing consistency for budget planning purposes and has netted the City & 47<sup>th</sup> District Court savings over what would have been spent directly with Consumer's Energy.
- Recently the State changed the program authorizing two (2) separate contractors to deliver the product and requiring extending agencies to request market driven bid pricing from both companies (Constellation New Energy, LLC. and My Choice Energy, LLC.) on a date certain. Once pricing is confirmed by the State's consultant (Landmark Energy) the winning company will contact the City of Farmington Hills and provide details of the transaction. Per the States program the City of Farmington Hills has only 24 hours to award the winning company, otherwise the offer becomes invalid.
- Due to the State's program requirements staff is requesting City Council authorized the City Manager to administratively award one of the companies (Constellation New Energy, LLC. or My Choice Energy, LLC.) within 24 hours of receipt of pricing. Once the award has been formalized, staff will report final pricing details to City Council via memo.
- Since May, 2020 the City has paid \$2.58 per Mcf. In reviewing the current market trend, it is anticipated that pricing for a 36 month agreement will be between \$3.95-\$4.75 per Mcf. The recommend new contract period will begin June 1, 2023 and run through May 31, 2026.
- Attached is an Estimated Summary of Charges based on current usage, utilizing the market analysis range.
- Funding for utility costs is budgeted and available in the general fund utilities budgets.

**RECOMMENDATION**

In view of the above, it is recommended that City Council authorize the City Manager to sign a contract with either Constellation New Energy, LLC. or My Choice Energy, LLC. for natural gas for the period June 1, 2023 through May 31, 2026 at the rate designated per the terms & conditions of the State of Michigan Natural gas contract.

Prepared by: Michelle Aranowski, Senior Buyer  
Reviewed by: Kelly Monico, Director of Central Services  
Reviewed by: Karen Mondora, Director of Public Works  
Reviewed by: Stacy Park, 47<sup>th</sup> District Court Administrator  
Approved by: Gary Mekjian, City Manager

**ESTIMATED SUMMARY OF CHARGES**

<b>Address</b>	<b>Mcf 2022</b>
35725 Nine Mile - Fire #1	428
38111 Interchange Dr - P & G Maintenance	770
28711 Drake Rd - Fire #4	891
37777 11 Mile Ct - FH Golf Club	1,070
27245 Halsted Rd - DPW	3,149
28225 Middlebelt - Fire#2	565
24705 Farmington Rd - Longacre	697
24725 Farmington Rd- Heritage Park	109
24915 Farmington Rd - Heritage Park	722
24915 Farmington Rd - Heritage Park	396
24915 Farmington Rd - Heritage Park	112
24915 Farmington Rd - Heritage Park	78
29885 Farmington Rd -Pioneer Park	3
31455 W 11 Mile Rd - Fire #5 (HQ)	1,230
31655 W 11 Mile Rd - Police	2,154
28600 W 11 Mile Rd - Wm. Costick	11,282
29260 Grand River Rd - Fire #3	1,040
29995 W 12 Mile Rd - Hawk Community Center 1	281
29995 W 12 Mile Rd - Hawk Community Center 2	17,122
35500 W 8 Mile Rd - Ice Arena & Founder's	9,824
31605 W 11 Mile Rd - 47 <sup>th</sup> D.C.	2,993
<b>Total Mcf</b>	<b>54,916</b>
<b>High End Estimated \$ Per Mcf</b>	<b>\$4.75</b>
<b>Total Cost Current Connections</b>	<b>\$260,851</b>



**INTEROFFICE CORRESPONDENCE**

To: Gary Mekjian, City Manager  
From: Ellen Schnackel, Director of Special Services  
Subject: Consideration of Employment for William O'Dundore  
Date: April 24, 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: William O'Dundore, who is related to an employee of the City, Hailey O'Dundore who is a Concessions Attendant.

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 William O'Dundore.

Name: William O'Dundore  
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: William O'Dundore is the brother of Hailey O'Dundore who is a Concessions Attendant  
Justification: William 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: Ellen Schnackel, Director of Special Services  
Subject: Consideration of Employment for Beverly Hytower  
Date: April 24, 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: Beverly Hytower, who is related to an employee of the City, Lance Hytower, who is a Bus Driver for the After School Youth Program.

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 Beverly Hytower.

Name: Beverly Hytower

Position Applied For: Substitute Bus Driver

Number of Employees Needed in this Position: 3

Date Position Posted: Ongoing                      Open Until: Filled

Number of Applicants for this position: 3                      Number of Applicants Interviewed: 3

Salary: \$13 - 15

Relationship: Beverly Hytower is the wife of Lance Hytower who is a Bus Driver.

Justification: Beverly is the most qualified applicant and is available to begin work immediately.

Prepared by:

Hannah Meli Recreation Specialist

\_\_\_\_\_  
Name & Title

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 **William Weaks**  
Date: April 24, 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: **William Weaks**, who is related to an employee of the City, **Chris Weaks**, who works for the Parks & Golf Department as a Custodian.

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 **William Weaks**.

Name: **William Weaks**

Position Applied For: Nature Camp Instructor

Number of Employees Needed in this Position: 6

Date Position Posted: 4/18/23

Open Until: Filled

Number of Applicants for this position: 6

Number of Applicants Interviewed: 6

Salary: \$14.50/hr.

Relationship: William Weaks is the son of Chris Weaks who works for the Parks and Golf Department as a Custodian

Justification: William Weaks is the most qualified applicant and is available to begin work immediately

Prepared by:

/s/ Ashlie Smith

\_\_\_\_\_  
Nature Center Supervisor

Authorized by:

Approved by:

/s/ Ellen Schnackel

\_\_\_\_\_  
Ellen Schnackel  
Director of Special Services

\_\_\_\_\_  
Gary Mekjian  
City Manager

MINUTES  
CITY OF FARMINGTON HILLS  
FARMINGTON HILLS CITY COUNCIL  
CITY HALL - COMMUNITY ROOM  
APRIL 10, 2023 – 6:00PM

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

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

Council Members Absent: Knol

Others Present: City Manager Mekjian, City Clerk Smith, Assistant City Manager Valentine, Directors Schnackel and Skrobola and City Attorney Joppich

**SPORTS FACILITIES ADVISORY OPTIMIZATION REPORT**

Gary Mekjian, City Manager, stated that before Council is the final draft report after months of staff working along with Sport Facilities Company (SFC) to evaluate facility needs and operations of the special services department in order to close the gap in the budget from previous years now that The HAWK community center is in full operation. Evan Eleff, representing The Sports Facilities Company, is in attendance to walk Council through the report that was provided to them last week that includes a multi-year plan with recommendations on how to close that budget gap. He thanked Director of Special Services, Ellen Schnackel and Finance Director Tom Skrobola and their staffs for their time spent with SFC to provide this report.

Mr. Eleff, SFC, indicated that Sports Facilities Advisory (SFA) was lead on the development of the report. The evaluation was broken down into 4 components: Introduction of SFC and the plan, Physical Asset Evaluation and Recommendations for both the Costick Center and The HAWK, Financial Performance Evaluation and Recommendations and Conclusions and Questions. He provided background information on the company and explained their optimization process. He noted that the drivers of the project were the definitions of success established that included:

- Reducing the financial gap to “pre-HAWK” performance levels
- Maintaining access to high level participative programs
- Enhancing the reputation of The HAWK
- Enhancing Farmington Hills’ reputation as a top-tier community

Mr. Eleff reviewed the report with Council that provided strategies for the evaluation process and physical asset evaluation of the Costick Center and The HAWK facilities and options for reducing the \$6.2 million budgetary gap. He reviewed costs associated with those options that included rebuilding on the Costick Center site a new center to accommodate 50 and better needs/services or building an annex at The HAWK site that would include amenities to service residents 50 and better.

Due to costs and efficiencies, Mr. Eleff stated that SFA was recommending to Council to build an Annex on The HAWK site. He reviewed funding options and stated that with proper oversight and management of the budget that this recommendation is estimated to reduce the budgetary gap to \$2.1 million that is lower than the “pre-HAWK” budget and meets that ultimate goal as well as meeting all other definitions of success established. This plan was proposed over a five year period from FY 22-23 to FY 27-28.

One of the funding strategies included a parks and recreation millage to cover \$1.2 million of the debt and Council inquired what that millage would cost per household.

Finance Director Skrobola stated that the millage would cost approximately \$60/household.

Council had the following inquiries, comments or requests:

- Requested information on the current indebtedness of the city and past Parks and Recreation Millage renewals and increases
- Inquired if the estimated costs for the annex included escalation and inflation
- Was selling the Costick property and that revenue reviewed
- How naming rights could generate revenue to off-set some debt
- Inquired about the maturation date for the golf course debt
- Why the additional parking suggested for the annex was not included in the cost estimates. Council thought those costs should be included
- Were partnerships with neighboring communities pursued to determine if they would be interested in a joint community center at the Costick Center as it could help their communities provide those same services to their residents.

Staff indicated they would provide the figures and information requested on past millages and the golf course debt.

In response to Council inquiries and comments, Mr. Eleff responded that the proposed estimated costs did take into consideration inflation costs. The city would most likely want to target mid-size to larger corporations for sponsorship and naming rights. Selling the Costick property was discussed but it was his understanding that there has been no full value assessment of the property to date. If that were done it could be funding that was included as part of the funding to be provided by the city. He added that he would include the parking cost estimates as part of the final report as this was only a draft at this time.

Director of Special Services Schnackel reported that she has had discussions with neighboring communities and they were not interested in such a partnership as they know their residents are already using it. She could pursue this option further if Council wished.

Discussion was also held on the Innovation Center and proposed funding for that venture and potential grant opportunities and other funding options for the recommended annex.

Some members of Council expressed that they were not fully in on the idea of an annex at The HAWK as they were hearing from residents on how they preferred the Costick Center site and parking at that location. It was also mentioned that the city would be spending \$16.5 million for an annex to close a \$6.2 million gap and that perhaps the city needed to review public/private partnerships to take over some of the programming.

Mr. Eleff stated that they reviewed that option as he previously outlined and understands there is a lot of passion for the Costick Center, but the data for best location and operational efficiencies and cost all pointed to The HAWK location. If Council felt differently, his company could certainly further evaluate other options, but his job was to make a recommendation based on the information gathered.

City Manager Mekjian stated that in light of upcoming budget discussions, he suggested a committee is formed with member of the Parks and Recreation, Innovations, Children, Youth and Families to gather

public input on the appetite for a millage and to explore partnerships with public entities. He added that SFC should remain involved in this process and Council agreed having an outside company with no passion or bias is important.

City Manager Mekjian stated that Council will likely see ongoing consultant services for SFC included in budget document.

**ADJOURNMENT**

The study session meeting adjourned at 7:28pm

Respectfully submitted,



Pamela B. Smith, City Clerk

MINUTES  
CITY OF FARMINGTON HILLS  
CITY COUNCIL MEETING  
CITY HALL – COUNCIL CHAMBER  
APRIL 10, 2023 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Barnett at 7:36pm.

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

Council Members Absent: Knol

Others Present: City Manager Mekjian, City Clerk Smith, Assistant City Manager Valentine, Directors Monico, Schnackel, and Skrobola and City Attorney Joppich

**PLEDGE OF ALLEGIANCE**

Mayor Barnett led the pledge of allegiance.

**APPROVAL OF REGULAR SESSION MEETING AGENDA**

MOTION by Massey, support by Newlin, to approve the agenda as published.

MOTION CARRIED 6-0.

**PROCLAMATION RECOGNIZING APRIL 24, 2023 AS ARMENIAN GENOCIDE REMEMBRANCE DAY**

The following Proclamation was read Councilmember Massey and accepted by Dzovinar Hamakorzian of the Armenian National Committee of Michigan.

**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.

**PROCLAMATION RECOGNIZING APRIL 9 – 15, 2023 AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK**

The following Proclamation was read Councilmember Bridges and accepted by dispatcher and Union President Emily Mesaros:

**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.

**CORRESPONDENCE**

Council acknowledged the following correspondence received:

- Letter regarding issues with timely building permits

**CONSENT AGENDA**

MOTION by Massey, support by Boleware, to approve consent agenda items #9-19, as read.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

MOTION by Bridges, support by Newlin, to approve consent agenda item #20, as read.

Roll Call Vote:

Yeas: BARNETT, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: BOLEWARE AND BRIDGES

MOTION CARRIED 4-0-1-2.

**PUBLIC QUESTIONS AND COMMENTS**

There were no public questions or comments.

**COUNCIL MEMBERS COMMENTS AND ANNOUNCEMENTS**

Council made the following comments:

- Commented on the wonderful concerts at The Hawk but expressed the need for improved communications/advertising for programs at The HAWK
- Thank you to city for allowing attendance by Council at National League of Cities that provides vital education opportunities for elected officials

**CITY MANAGER UPDATE**

City Manager Mekjian provided an update on:

- Yard Waste pick-up that started the week of April 3<sup>rd</sup>
- Road construction projects

Council suggested a Drake Road Closed sign at Howard Road for residents of that area as all signage is currently on 11 Mile Road only and commented on the poor condition of the drive approach to the Post Office and Library sites. City Manager Mekjian stated he would check on the status of the Drake Road sign with staff. He will also follow up with calls regarding the post office drive approach and determine who is responsible to request improvements.

**PUBLIC HEARING:**

**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).**

Charmaine Kettler-Schmult, Director of Planning and Community Development, explained that the proposed text amendment would allow for economic development education and temporary operation service uses in the RA-2 zoning district, which would allow for further uses on the 3<sup>rd</sup> floor of The HAWK Community Center.

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

MOTION by Massey, support by Bruce, that the City Council of Farmington Hills hereby approves 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).

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

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

Charmaine Kettler-Schmult, Director of Planning and Community Development, provided a brief introduction of the plan that has been in review by both the Planning Commission and City Council for over 2 years. She outlined the process for the hearing that included comments from the proponent, the city's Planning Consultant and required public hearing.

Jim Butler, representing NW Holdings LLC, provided a history of the site and Planned Unit Development (PUD) process timeline to date. He noted that they are approximately 2 years through this process and over the years the project has evolved based on discussion over height and density. Mr. Butler stated that before Council this evening is a project for a 4-story development with 217 units. He presented images of the proposed project and reviewed the amenities for the site and units, costs and benefits of the project. Mr. Butler noted that the deviations from the ordinances requested include: a height variation of 5', east side setback variation of 22.5', density variation of 313 rooms and parking variation of 71 spaces.

In response to Council, Mr. Butler indicated that the project would start sometime next year if approved and is an investment of approximately \$30 million.

Jill Bains, Planning Consultant from Giffels Webster, stated that the purpose of a PUD is to allow for flexibility in zoning ordinances for larger community benefits and to allow for redevelopment for unique parcels of property. She reiterated the 4 deviations mentioned by Mr. Butler and noted that the building materials and landscaping items would be part of the site plan review by the Planning Commission and that a PUD agreement would be drafted in conjunction with the city attorney's office as part of the PUD process.

Mayor Barnett opened the public hearing.

Michael Schuster, County Glens, stated that he has attended all of the public hearing meetings since this plan was brought forward in 2021 and at first was skeptical but now feels this project will increase the value of the units in County Glens and is in favor of the project moving forward. He commented that this particular piece of property has not been developed well since 1986 and he feels this is a good use of the property considering what other potential uses could go on that site.

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

MOTION by Bruce, support by Bridges, to approve Planned Unit Development (PUD) 3, 2021

Mayor Pro-Tem Bruce stated that he feels this development will help clean up that site, will generate millions of tax dollars annually for the city, attract young families that will hopefully become long-term residents and home buyers in the community, help to support businesses in the area and increase property values and provide for an economic benefit to the area.

Clerk Smith mentioned that the council materials included specific motion language for council to consider.

MOTION by Bruce, support by Bridges, to amend the previous motion as follows: that the City Council of Farmington Hills hereby approves Revised Planned Unit Development (PUD) 3, 2021 dated March 24, 2023, 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

IT IS FURTHER RESOLVED, that the City Council directs the City Attorney to prepare the appropriate PUD agreement stipulating the final PUD approval conditions and authorizing the identified zoning deviations for City Council consideration and final approval.

The majority of council concurred that this development would help spur redevelopment of the area and attract young professionals. Mayor Barnett also mentioned that Mr. Butler had agreed to include public art and consider an area to support a mass transit hub on the site as well.

Councilmember Massey expressed concern with upkeep of rental units and with traffic in this area and commented that he would prefer owner-occupied units so he could not support the project but added that the plan had come a long way from when it was first presented to Council.

MOTION CARRIED 5-1 (Massey opposed)

**NEW BUSINESS**

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

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

**Commission on Aging**

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

**Grand River Corridor Improvement Authority**

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

MOTION CARRIED 6-0.

**TRANSMITTAL AND ACCEPTANCE OF CAPITAL IMPROVEMENTS PLAN (2023/2024 – 2028/2029).**

Charmaine Kettler-Schmult, Director of Planning and Community Development, explained that before City Council is the Capital Improvements Plan that is a planning document used to effectively plan capital improvement projects over the term of the plan and feeds to the budget document. The Planning Commission adopted the plan at their meeting of March 16, 2023.

MOTION by Bridges, support by Newlin, that the City Council of Farmington Hills hereby accepts the Capital Improvements Plan (2023/2024 – 2028/2029).

MOTION CARRIED 6-0.

**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**

Tom Skrobola, Finance Director, explained that this ordinance was to correct language within the ordinance previously approved to include 47<sup>th</sup> District Court employees into the proper groups.

MOTION by Bridges, support by Massey, that the City Council of Farmington Hills hereby approves 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 47th District Court.

MOTION CARRIED 6-0.

**CONSENT AGENDA**

**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**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby approves the award of Hull Road Gravel Road Conversion Project to the lowest competent bidder, Florence Cement Company, in the amount of \$1,111,055.10, and

IT IS FURTHER RESOLVED, that the City Council authorizes the City Manager and City Clerk to execute the contract on behalf of the City.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

**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**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby approves the award of 2023 Local Roads HMA Rehabilitation Project for Halsted Commons Subdivision to the lowest competent bidder, Nagle Paving Company, in the amount of \$586,979.23, and

IT IS FURTHER RESOLVED, that the City Council authorizes the City Manager and City Clerk to execute the contract on behalf of the City.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

**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**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby approves the award of 2023 Local Roads HMA Rehabilitation Project for Miller Rougemont

Farm Subdivision to the lowest competent bidder, Nagle Paving Company, in the amount of \$743,969.08, and

IT IS FURTHER RESOLVED, that the City Council authorizes the City Manager and City Clerk to execute the contract on behalf of the City.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

**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**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby authorizes 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.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

**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**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby authorizes 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.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

**RECOMMENDED APPROVAL OF EMERGENCY PURCHASE OF REPLACEMENT GOLF COURSE RANGE NETTING TO NET CONNECTION IN THE AMOUNT OF \$24,350. CMR 4-23-51**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby authorizes a purchase order to Net Connection in the amount of \$24,350 for golf course range netting.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

**RECOMMENDED APPROVAL OF REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A MAKERSPACE MANAGER.**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby approves the request for employment under Section 10.01A of the City Charter for Lawrence Baker as a Makerspace Manager in the Special Services Department. Lawrence is the father of Lawrence Baker Jr., who is a Lifeguard at The Hawk in the Special Services Department.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

**RECOMMENDED APPROVAL OF REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR TWO HAWK'S NEST LEADERS.**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby approves the request for employment under Section 10.01A of the City Charter for Madison Bandy as a Hawk's Nest Leader in the Special Services Department. Madison is the daughter of Carol Bandy, who is the Deputy Court Clerk for the 47<sup>th</sup> District Court.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL

Abstentions: NONE

MOTION CARRIED 6-0.

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby approves the request for employment under Section 10.01A of the City Charter for Margaret Fogarty as a Hawk's Nest Leader in the Special Services Department. Margaret is the mother of Hannah Meli, who is a Recreation Specialist in the Special Services Department.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN

Nays: NONE

Absent: KNOL

Abstentions: NONE

MOTION CARRIED 6-0.

**RECOMMENDED APPROVAL OF REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A HAWK CONCESSIONS LEADER.**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby approves the request for employment under Section 10.01A of the City Charter for Raquel Bias as a Hawk Concessions Leader in the Special Services Department. Raquel is the daughter of Norman Bias, who is a Gym Coordinator in the Special Services Department.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN

Nays: NONE

Absent: KNOL

Abstentions: NONE

MOTION CARRIED 6-0.

**RECOMMENDED APPROVAL OF REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A HAWK CONCESSIONS ATTENDANT.**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby approves the request for employment under Section 10.01A of the City Charter for Charles Nieshoff as a Hawk Concessions Attendant in the Special Services Department. Charles is the brother of Edward Nieshoff, who is a Hawk Concessions Attendant in the Special Services Department.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN

Nays: NONE

Absent: KNOL

Abstentions: NONE

MOTION CARRIED 6-0.

**RECOMMENDED APPROVAL OF REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A MECHANIC II.**

MOTION by Massey, support by Boleware, that the City Council of Farmington Hills hereby approves the request for employment under Section 10.01A of the City Charter for Ryan Delph as a Mechanic II in the Public Services Department. Ryan is the son of Michael Delph, who is an Equipment Operator in the Public Services Department.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL REGULAR SESSION MEETING MINUTES OF MARCH 20, 2023.**

MOTION by Bridges, support by Newlin, that the City Council of Farmington Hills hereby approves the City Council regular meeting minutes of March 20, 2023.

Roll Call Vote:

Yeas: BARNETT, BRUCE, MASSEY AND NEWLIN  
Nays: NONE  
Absent: KNOL  
Abstentions: BOLEWARE AND BRIDGES

MOTION CARRIED 4-0-1-2.

**ADDITIONS TO AGENDA**

There were no additions to the agenda.

**ATTORNEY REPORT**

The attorney's report was received.

**CLOSED SESSION**

**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).**

Mayor Barnett announced that City Council will return to open session immediately following the closed session to take action if needed, and to close the regular meeting.

MOTION by Bruce, support by Newlin, that the City Council of Farmington Hills hereby approves entering into a closed session to discuss an employee requested review for the City Manager.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, MASSEY AND NEWLIN  
Nays: NONE

Absent: KNOL  
Abstentions: NONE

MOTION CARRIED 6-0.

**Council entered back into regular session immediately following the closed session at 10:11pm.**

**ADJOURNMENT**

MOTION by Bruce, support by Massey, to adjourn the regular session City Council meeting at 10:11pm.

MOTION CARRIED 6-0.

Respectfully submitted,



Pamela B. Smith, City Clerk