

**AGENDA**  
**CITY COUNCIL**  
**STUDY SESSION & CLOSED SESSION**  
**JULY 8, 2024 – 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 to Order
2. Roll Call

**CLOSED SESSION ITEM:**

3. Consideration of approval to enter into a closed session to consider and discuss attorney client written communications from the City Attorney under Section 8(1)(h) of the Open Meetings Act and settlement strategy in connection with pending litigation under Section 8(1)(e) of the Open Meetings Act and relating to the case of Glenn v Farmington Hills (Oakland County Circuit Court; Case No. 2023-204484-NI). (Note: Council will return to open session immediately following the closed session).

**STUDY SESSION ITEMS:**

4. [City Council travel and attendance at conferences, and MML Delegate discussion](#)
5. [Discussion on options for public art funding](#)
6. Update from DTE representatives
7. Adjournment

Respectfully submitted,

Carly Lindahl, City Clerk

Reviewed by:

Gary Mekjian, City Manager

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



OFFICE OF CITY MANAGER

TO: Mayor and City Council

FROM: Gary Mekjian, City Manager 

DATE: July 8, 2024

RE: City Council Travel and Attendance at Conferences

The City Council adopts the recommended budget on an annual basis. As part of the budget adoption process, the City Council agrees on a budgeted amount for City Council to attend Conferences and Workshops. I have attached the current approved City Council Budget for Conferences and Workshops as well as the City's travel policy. In summary, this year's City Council Conference budget includes:

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

At the conclusion of this years City Council budget discussion on this topic, there was lack of clarity as to the consensus of City Council. Councilmember Boleware requested that this topic be placed on a study session for clarification on what was budgeted and approved by City Council. In addition, City Administration would like clarity and consensus from City Council on the following items:

- What conferences would City Council like to attend?
- What is the maximum number of City Councilmembers to attend these conferences?
- How would City Council prefer to address attendance at future conferences that are not budgeted?

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

Lastly, it would also be helpful for City Council to provide staff with consensus on who its voting delegates will be for the fall MML convention.

Thank you all for your consideration.

CITY COUNCIL

DEPARTMENT NUMBER: 101

Acct. No.	Category and Line Item	2021/22 Actual	2022/23 Actual	2023/24 Budgeted	2023/24 Estimated	2024/25 Approved	2025/26 Projected	2026/27 Projected
<b>(702) PERSONNEL</b>								
010	Wages	54,548	58,459	63,677	66,914	68,472	69,841	71,238
200	Social Security	4,173	4,472	4,872	4,754	4,865	4,962	5,061
350	Workers Compensation	38	41	39	39	39	40	41
<b>(702)</b>	<b>Category Total</b>	<b>58,759</b>	<b>62,973</b>	<b>68,588</b>	<b>71,707</b>	<b>73,376</b>	<b>74,843</b>	<b>76,340</b>
<b>(801) PROFESSIONAL &amp; CONTRACTUAL</b>								
001	Conference & Workshops	9,987	18,606	20,100	20,100	31,600	31,600	31,600
002	Memberships & Licenses	30,393	21,757	31,527	48,000	55,201	55,201	55,201
070	Miscellaneous Expense	4,939	5,135	12,000	12,000	6,000	6,000	6,000
<b>(801)</b>	<b>Category Total</b>	<b>45,319</b>	<b>45,498</b>	<b>63,627</b>	<b>80,100</b>	<b>92,801</b>	<b>92,801</b>	<b>92,801</b>
<b>DEPARTMENT TOTAL</b>		<b>104,078</b>	<b>108,470</b>	<b>132,215</b>	<b>151,807</b>	<b>166,177</b>	<b>167,644</b>	<b>169,141</b>

## FISCAL YEAR 2024-25

## CONFERENCE AND WORKSHOPS

101000-101-801-001

Conference	Dates	Location	Name/No. of Employee	Transportation Costs	Registration Costs	Lodging And Other	Total
MML Convention	October		3		600	700	1,300
Elected Officials Academy Core Weekender	TBD		3		600	700	1,300
Elected Officials Academy Advanced Weekender	TBD		3		600	700	1,300
NLC	March		3	900	2,265	4,000	14,330
MML Capital Conference	March		2		450	700	1,150
MAM	November		1		195	525	720
US Conference of Mayors							
AFR Additions							
Mayor's Innovation Project	Winter	DC	1	600	500	900	2,000
	Summer	Knoxville	1	600	500	900	2,000
Mackinac Policy Conference	May 28-31		1	150	2950	1,400	4,500
US Conf of Mayors		DC	1	600	0	900	1,500
		Varies	1	600	0	900	1,500
						TOTAL	<u><u>31,600</u></u>

<b>Policy Number: 6.09</b>	<b>Subject: Travel</b>
<b>Revised/Issued: 01/02/04</b>	<b>Page: 1 of 4</b>
<b>Intent:</b> To establish guidelines for traveling on city business.	
<b>Applies to:</b> All employees and elected and appointed representatives of the city traveling on city business.	

**I. Policy.**

The City of Farmington Hills, within the constraints of the budget, will pay for or reimburse actual and reasonable travel and conference related costs for employees and elected and appointed representatives on authorized city business.

**II. Definitions.**

Meal allowance: a predetermined amount for meal expenses and gratuity that an individual is allowed for qualifying meals while traveling overnight on official city business.

**III. Regulations.**

**A. Local/Daily Travel**

1. Approval

All business travel plans must be pre-approved by the Department Head.

2. Transportation

Personal cars should be used only when city vehicles are not available and use has been pre-approved by the Department Head. The City will pay mileage reimbursement to employees at the rate established by the City Manager.

3. Meals

The meal allowance amounts do not apply for local travel.

4. Parking

Parking fees are eligible for reimbursement. A petty cash form with an authorized signature and receipt must be submitted to the Finance Department.

**B. Overnight Travel Regulations**

1. Approval

A pre-conference approval form must be completed by the employee and approved by the Department Head and City Manager before travel takes place. If advance money or checks are necessary the approved pre-conference approval form must be submitted to the Finance Department with enough advance time so that the normal accounts payable process can be followed.

No travel expenses are to be incurred prior to pre-conference approval. Any expenses incurred by the employee prior to approval, are the employee's responsibility until approval is granted.

Whenever possible, employees are expected to take advantage of any and all discounts for early registration, air fare, meals, etc.

2. Expense Report

An expense report must be submitted to the Finance Department within two weeks of returning from a trip. The Finance Department will review and approve all reimbursement requests that are less than or equal to the estimated expenses already approved by the City Manager. Any request for reimbursement that is greater than the estimated expenses, or any request for an expenditure that has not been pre-approved will be forwarded to the City Manager for approval.

If there are penalties associated with changing or canceling reservations, the city will pay for them, provided the city required the change or the change was beyond the control of the employee. Penalties or cancellation charges incurred for any other reasons will be the responsibility of the employee.

3. Meals

A meal allowance has been established for meal expenses that occur while traveling overnight on official city business. The meal allowance limits for qualifying meals and gratuity are: breakfast \$10, lunch \$15, and dinner \$25.

If an employee is in an area where meal expenses are typically higher, the meal allowance limits are: breakfast \$12, lunch \$18, and dinner \$35, including gratuity. Qualifying destinations are: Los Angeles, San Diego and San Francisco California; Denver, Colorado; Washington DC; Miami and Miami Beach, Florida; Chicago, Illinois; New Orleans, Louisiana;

Baltimore, Maryland; Boston, Massachusetts; Manhattan, New York; Philadelphia, Pennsylvania; and Seattle, Washington.

A qualifying meal is any meal that occurs while traveling overnight on official business of the city. If departure time for the conference or seminar is 7:00 am or earlier, the standard amount for breakfast will apply.

If arrival time at home following the conference or seminar is prior to 1:00 pm or prior to 7:00 pm, the meal allowance for lunch and dinner does not apply.

If banquet tickets or pre-arranged meal charges are part of the conference registration process, and the individual meal charge is greater than the meal allowance for that meal (s), the larger amount will be allowed as long as it is approved prior to the expenditure being made.

If meals are included as a part of the registration cost or the hotel provides breakfast, the meal allowance does not apply to those meals.

Receipts for meal expenditures are not required if the meal allowance has been approved on pre-conference approval form.

4. Transportation

Personal cars should be used only when City vehicles are not available and use has been pre-approved by the Department Head. The City will reimburse mileage at the rate established by the City Manager.

Employees driving their own car for city business are required to keep their vehicle properly licensed and insured and in a safe mechanical operating condition. (Section III. J of the Standard Practice Guide Motor Vehicle Operations Policy).

No reimbursement for personal car expenses (including mileage, parking and other related expenses) will exceed the dollar amount of round trip air fare at the coach rate on a licensed common carrier, plus ground transportation to the point of destination.

5. Miscellaneous

Legitimate miscellaneous business expenses such as taxi fare, non-meal related tips and telephone usage may be approved.

6. Spouse or Guest Expenses

The expenses of an employee's spouse or guest accompanying the employee on a trip are not reimbursable. Lodging expenses in such circumstances will be at the single room rate.

**IV. Procedure.**

A. Local/Daily Travel

All business travel plans must be pre-approved by the Department Head.

B. Overnight Travel

1. Pre-conference Approval Form

A pre-conference approval form must be completed by the employee and submitted to the Department Head for approval before overnight travel takes place.

The approved form is forwarded to the City Manager for final approval.

Upon City Manager approval the pre-conference approval form is forwarded to the Finance Department with a copy returned to the department.

If advance checks are necessary, enough time must be allowed so the normal accounts payable process can be followed.

2. Expense Report

An expense report must be completed by the employee and approved by the Department Head within two weeks of returning from a trip and sent to the Finance Department. Attached to the report will be all receipts, except for meals. Proof of payment is necessary for reimbursement.

Any request for reimbursement that is greater than the estimated expense, or any request for an expenditure that has not been pre-approved will be forwarded to the City Manager for approval.



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**CITY OF MARQUETTE, MICHIGAN**

**CITY COMMISSION POLICY**

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

**SUBJECT: MARQUETTE PUBLIC ART POLICY**

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

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

**POLICY:**

**I. Definitions**

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

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

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

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

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

### **III. Funding**

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

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

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

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

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

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

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

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

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

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

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

CITY OF EAST LANSING

ORDINANCE NO. 1339

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

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

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

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

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

THE CITY OF EAST LANSING ORDAINS:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

*Arts commission* means the East Lansing Arts Commission.

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

*City* means the City of East Lansing.

*Contracting agency* means the City of East Lansing.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

a. Exact dimensions and size of the site and any easements, rights-of-way or other physical encumbrances on the site;

b. Location, size, and composition of all existing buildings, paved areas and other improvements;

c. Existing ground contours at two-foot intervals or less, indicating the direction of surface drainage flow, and the type of surface soils present;

d. Location and species of all existing individual trees which have a diameter (d.b.h.) of four inches or more, or where significant clusters of trees and shrubs are present, the location and general composition of such clusters, and an indication of which individual trees or tree clusters will be removed or retained;

e. Location and boundaries of water bodies, including, but not limited to rivers, streams, lakes, ponds, marshes, city or county drains and manmade surface drainageways;

f. Where wetland of any size may be present, as indicated on the city's wetland inventory map, a report prepared by a qualified wetland consultant which verifies the presence of any wetland, establishes the boundary of any wetland, describes the character and quality of any wetland, and indicates if any wetland may be regulated by the state or protected by chapter 49 of the City Code; except, this requirement may be waived by the city engineer where it is clearly evident that the proposed site changes would not disturb any wetland on the property;

g. The boundary and elevation of areas of special flood hazard and floodways, as defined in chapter 18 of the City Code;

h. Location and size of all existing utility lines, manholes,

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

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

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

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

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

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

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

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

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

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

g. Location and screening of exterior trash storage facilities;

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

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

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

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

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

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

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

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

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

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

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

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

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

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

b. The type of occupants anticipated and the market the

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

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

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

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

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

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

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

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

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

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

adjacent uses or streets.

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

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

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

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

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

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

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

---

Setbacks from preserved wetlands and other surface water features:	Minimum distance:
--	-------------------

- Principal buildings .....25 feet
- Accessory buildings and site features supported by frost footings .....15 feet
- Decks, stairways and other features supported by post footings .....10 feet
- Parking areas, driveways and curbing .....15 feet
- Sidewalks, patios and other flatwork .....10 feet
- Stormwater collection, detention or retention facilities .....10 feet

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

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

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

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

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

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

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

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

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

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

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

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

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

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

a. The site shall not overburden adjacent public streets nor

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Code.

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

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

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

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

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

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

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

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

wetlands.

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

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

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

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

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

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

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

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

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

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

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

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

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

d. The following projects are exempt from the public art

requirements of this section:

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

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

3. Residential projects containing fewer than 4 residential units.

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

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

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

---

Nathan Triplett, Mayor

---

Marie E. Wicks, City Clerk

**AGENDA**  
**CITY COUNCIL MEETING**  
**JULY 8, 2024 – 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 must complete and turn in to the City Clerk a blue Public Participation Registration Form.

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

**CLOSED SESSION (5:30 P.M. Community Room – See Separate Agenda)**

**STUDY SESSION (Immediately following Closed Session; estimated time of 6:00 P.M. Community Room – See Separate Agenda)**

**REGULAR SESSION MEETING**

**CALL REGULAR SESSION MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

1. Approval of regular session meeting agenda
2. Proclamation recognizing [July 2024 as National Parks and Recreation Month](#)

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

3. Presentation from DTE representatives

**CORRESPONDENCE**

**CONSENT AGENDA - (See Items No. 6-10)**

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

**CONSENT AGENDA ITEMS FOR DISCUSSION**

**COUNCIL MEMBERS' COMMENTS AND ANNOUNCEMENTS**

**CITY MANAGER UPDATE**

**UNFINISHED BUSINESS:**

4. Consideration of approval of the ENACTMENT of [Ordinance C-7-2024](#) to amend the City Code of the City of Farmington Hills, Chapter 34, Zoning Chapter to amend the Zoning Map and district boundaries established under Section 34.3.2 to rezone and reclassify the property located at Parcel ID 22-23-26-480-046, vacant property located at the northwest intersection of Middlebelt Road and Astor Avenue from RA-4, One Family Residential District, and P-1, Vehicular Parking District, to RA-4, One Family Residential District; Rezoning Request 3-3-2024., and approval of summary for publication.

**NEW BUSINESS:**

5. Consideration of approval of award of payment for Diversity, Equity & Inclusion consulting to Life's Journey in the approximate amount of \$200,000. [CMR 6-24-67](#)

**CONSENT AGENDA:**

6. Recommended approval of award of contract for the Police Department Boiler Upgrade Project to Goyette Mechanical, Co., in the amount of \$250,077. [CMR 6-24-68](#)
7. Recommended approval of award of contract for the Police Department Automatic Transfer Switch Replacement Project to Axis Electric LLC., in the amount of \$520,000. [CMR 6-24-69](#)
8. Recommended approval of a [special event permit](#) for the ISKCON Color Fest to be held on Saturday, July 27, 2024.
9. Recommended approval of City Council [study session meeting minutes](#) of June 24, 2024.
10. Recommended approval of City Council [regular session meeting minutes](#) of June 24, 2024.

**ADDITIONS TO AGENDA**

**PUBLIC COMMENTS**

Limited to three (3) minutes for any item of City business not on the agenda.

**CITY ATTORNEY REPORT**

**ADJOURNMENT**

Respectfully submitted,

Carly Lindahl, City Clerk

Reviewed by:

Gary Mekjian, City Manager

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



**PROCLAMATION**  
**National Parks and Recreation Month**  
**July 2024**

- WHEREAS,** Parks and Recreation programs are an integral part of communities throughout our state and country, including in Farmington Hills; and,
- WHEREAS,** the City of Farmington Hills Special Services Department is vitally important to establishing and maintaining our quality of life, ensuring the health of our citizens, and contributing to the economic and environmental well-being of the entire community and region; and,
- WHEREAS,** parks and recreation programs are shown to increase a community's property values, expand the local tax base, increase tourism, attract and retain businesses, and reduce crime; and,
- WHEREAS,** the programs that are created and managed by the City's Special Services Department that take place at The Hawk and numerous other facilities and parks throughout the City positively impact the physical, mental, and emotional health of everyone who participates, helping to build an active community; and,
- WHEREAS,** the City's parks and natural recreation areas enhance the ecological beauty of our community and provide a place for children and adults to connect with nature and enjoy the outdoors.

**NOW, THEREFORE, BE IT RESOLVED** that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim July 2024 as **National Parks and Recreation Month** and encourage all citizens to pursue enjoyment of the outdoors through taking part in one of the Special Services Department's many wonderful programs including cultural arts, golf, archery, aquatics, ice skating, fishing, senior activities, Nature Center classes, athletics, special events and more.

A handwritten signature in cursive script, reading "Theresa Rich".

---

Theresa Rich, Mayor

CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN  
ZONING AMENDATORY ORDINANCE  
ORDINANCE NO. C-7-2024

An ordinance to amend the City Code, Chapter 34 Zoning Chapter, of the City of Farmington Hills, to amend the Zoning Map and district boundaries established under Section 34.3.2 to reclassify certain property as hereinafter described:

THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, HEREBY ORDAINS:

Section 1. That the City Code of the City of Farmington Hills, Chapter 34, Zoning Chapter, is hereby amended in part to amend the Zoning Map and district boundaries established under Section 34.3.2 to rezone and reclassify the following described property in the City from RA-4, One Family Residential District, and P-1, Vehicular Parking District, to RA-4, One Family Residential District:

Parcel Identification Number: 22-23-26-480-046, vacant property described as T1N, R9E, SEC 26 WADDELL-WILCOX-RYMAL COMPANY'S KEMBERTON PARK SUB LOT 600, ALSO 1/2 OF VAC ALLEY ADJ TO SAME, ALSO LOTS 601 TO 606 INCL EXC E 27 FT TAKEN FOR RD, ALSO 1/2 OF VAC ALLEY ADJ TO SAME 1-10-24 FR 037 & 038, located at the northwest intersection of Middlebelt Road and Astor Avenue, City of Farmington Hills, Oakland County, Michigan.

Section 2. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3. The provisions of this Ordinance are hereby ordered to take effect on the date provided by applicable law following publication.

Section 4. This Ordinance is hereby declared to have been duly adopted by the City Council of the City of Farmington Hills, at a duly called meeting held on \_\_\_\_\_, 2024 and ordered to give publication in the manner prescribed by law.

YEAS:

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 \_\_\_\_\_, 2024, the original of which is on file in my office.

\_\_\_\_\_  
CARLY LINDAHL, City Clerk  
City of Farmington Hills

INTRODUCED:

ADOPTED:

PUBLISHED:

SUMMARY  
ORDINANCE NO. C-7-2024  
CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN

NOTICE of an Ordinance amending the City Code of the City of Farmington Hills, Chapter 34, Zoning Chapter to amend the Zoning Map and district boundaries established under Section 34.3.2 to rezone and reclassify the property located at Parcel ID 22-23-26-480-046, vacant property located at the northwest intersection of Middlebelt Road and Astor Avenue from RA-4, One Family Residential District, and P-1, Vehicular Parking District, to RA-4, One Family Residential 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, Effective Date           The provisions of this Ordinance are ordered to take effect twenty-one (21) days after enactment.

Section 4, Date and Publication

CARLY LINDAHL, City Clerk

Publish: Oakland Press 7/14/2024

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL  
July 8, 2024**

**SUBJECT: AWARD OF PAYMENT FOR DIVERSITY, EQUITY & INCLUSION CONSULTING**

**ADMINISTRATIVE SUMMARY**

- Requests for Proposals were solicited by the City of Sterling Heights for Diversity, Equity and Inclusion (DEI) Consulting Services. The awarded contract with Life’s Journey Training & Consulting in collaboration with Essence Learning, LLC is offered to the City as an extension. As a member of the Michigan Intergovernmental Trade Network (MITN) the cities of Farmington Hills & Sterling Heights often extend terms & conditions of contracts as part of a cooperative effort.
  
- A key component to promoting the City’s vision to be a vibrant, inclusive community for residents and business that is safe, active, progressive, and distinctive is for the City to create a long term, sustainable Diversity, Equity and Inclusion strategy. It is the City's desire to ensure a diverse representation in our leadership, staffing, citizen representation, and inclusion of diverse needs in city initiatives acknowledging the ways in which people differ, encompassing the different characteristics that make one individual or group different from another, including but not limited to:
 

• Race/ethnicity	• Age
• Gender	• National origin
• Gender identity/expression	• Education
• Sexual Orientation	• Ability/Disability
• Religion	• Socio-economic status
  
- At its August 9, 2021 meeting, City Council authorized the City Manager to enter into a 3 year contract with Life’s Journey in an amount not to exceed \$65,000 annually. This funding was mostly sufficient for the completion of Phase I and II (pages 12 and 13 of the attached proposal) which included items such as data analysis of our organization, organizational readiness assessment, cultural competency assessment and completion of the DEI strategic plan.
  
- In addition to this work, the consultant also assisted the City with 2 DEI related issues that were beyond the scope of the original contract.
  
- Phase III (Page 13 of the attached proposal) consists of largely DEI training for the entire organization and is the costliest portion of the initial work, not fully funded by City Council’s original appropriation. A large portion of Phase III training has already been completed (see attached invoice 325015 for \$109,600) and more training remains. The additional after the fact funding request of \$200,000, includes completing Phase III and providing the fundamental foundation from which our DEI Director and employee DEI Council may build upon. Upon completion of Phase III, our current DEI consulting contract will conclude.

**RECOMMENDATION**

In view of the above, it is recommended that City Council authorize the City Manager to approve an after the fact purchase order with Life’s Journey in the approximate amount of \$200,000 for the completion of the DEI and employee development training as outlined in Phase III of the attached proposal.

Prepared by: Michelle Aranowski, Director of Central Services  
 Reviewed by: LaToya Harvey, Director of Diversity, Equity, Inclusion (DEI) & Employee Development  
 Approved by: Gary Mekjian, City Manager

INVOICE

23 Lyons CT

INVOICE #325015



# LIFE'S JOURNEY

TRAINING AND CONSULTING

Dearborn MI, 48126

05/23/2024

**TO:**

City Farmington Hills Mi  
31555 W. 11 Mile Rd.  
Farmington Hills MI, 48336

**FOR:**

Diversity, Equity, and Inclusion  
Strategy/Consulting Services

DESCRIPTION	DATES OF SERVICE	HOURS OF SERVICE/ # of PARTICIPANTS	AMOUNT
<ul style="list-style-type: none"><li>• <b>Respect in the Workplace Training (Leaders)</b></li></ul>	May 21-24, 2024	120 Leader	\$58,400.00
<ul style="list-style-type: none"><li>• <i>Respect in the Workplace Training (Staff)</i></li></ul>		230 staff	\$46,000.00
<ul style="list-style-type: none"><li>• <b>Consulting Hours</b></li></ul>	January 2024-May 2024	10.8 hours @ \$250.00	\$5,200.00
		<b>TOTAL</b>	<b>\$109,600.00</b>

**CITY OF FARMINGTON HILLS**  
**AGREEMENT**

This agreement is made this 12<sup>TH</sup> day of August, by and between the City of Farmington Hills, 31555 W. 11 Mile Road, Farmington Hills, hereinafter called the "City" and Life's Journey Training & Consulting with offices located at 23 Lyons Ct., Dearborn, MI 48126 in partnership with Essence Learning LLC located at P.O. Box 592332, San Antonio, TX 78259 herein after called the "Consultant."

**ARTICLE I - SERVICES/COMPENSATION**

The Consultant agrees to provide Diversity, Equity & Inclusion Consulting Services in accordance with Consultant's proposal dated July 27, 2021. Additional services, not included in this agreement, shall be mutually agreed to by the City and Consultant.

The City, in consideration of the performance of this agreement, agrees to pay Consultant fees based on Consultants Hourly Rate Schedule for services actually provided, which includes all direct and indirect costs, reimbursable and any and all related costs and/or on a subsequent project estimates or scope and cost proposals, as mutually agreed by the City and Consultant. Hourly rates and other fees shall remain consistent with Consultant's pricing proposal included in the response, unless otherwise agreed between the parties for the entire length of the agreement (including all extensions).

**ARTICLE II - THE TIME**

It is agreed that the Consultant shall begin work under this Contract upon execution of this Contract and that the CONSULTANT will perform the work and fulfill all requirements of this Contract for a period of three (3) years from date of this Contract first set forth above. It is further agreed that the CITY may opt to extend this agreement in two (2) additional one-year increments per the Contract Documents. Additionally, the CITY may terminate this contract at any time on ten (10) business days written notice (the "Notice Period") to CONSULTANT if CONSULTANT, its agents, sub-contractors, or employees violate any of the provisions of this Contract, provided that CONSULTANT shall have no less than that Notice Period to correct any deficiencies prior to termination becoming effective.

**ARTICLE III – CONSULTANT SERVICES**

The Consultant agrees to furnish all services necessary to undertake the above services for the City. The Consultant agrees that in performance of its duties as outlined in the proposal dated July 27, 2021, it will be bound by the code of ethics applicable to its industry. The Consultant will complete all work required and referenced in the contract expeditiously and on time, or as mutually agreed by the City and Consultant.

The Consultant shall not directly or indirectly enter into any agreement, participate in any collusion, or otherwise take any action in submitting an independent estimate of fees for any project assignment, except as otherwise set out herein.

During the performance of the services herein provided for, the Consultant shall maintain any documents or materials received from the City in confidence and shall not use or disclose such information for any purpose not specifically authorized herein.

Consultant shall attend City meetings and make such trips to the offices of the City and to the site of the work to confer with representatives of the City, as may be necessary in the carrying out of the work under this Agreement.

Consultant shall follow standard accounting practices and permit representatives of the City, to audit and inspect its project books and records at any reasonable time, upon reasonable notice and during normal business hours. Such records are to be kept available for three (3) years from the date of final payment for work conducted under this Agreement.

Consultant shall permit the City to have full access thereto during the progress of the services being performed thereon.

Upon completion of a project and final approval by the City, Consultant shall deliver to the City the appropriate number of document copies as determined by the City.

Consultant shall commence services under this Agreement only upon receipt of written notice from the City.

#### **ARTICLE IV – CITY COOPERATION**

The City shall cooperate with the Consultant and supply to consultant (either directly or through City's agents and representatives) on a timely basis all of the data, documentation and information reasonably needed by consultant to perform the Services ("City Information"), in a usable format. Consultant will have the right to reasonably rely on the accuracy and completeness of City Information and will have no responsibility for independently verifying or checking City Information for accuracy or completeness. City will notify Consultant promptly upon gaining knowledge of any material change to City Information. City acknowledges and agrees that Consultant shall have no liability for errors resulting from latent defects in City Information or City's failure to notify Consultant of changes to City Information..

#### **ARTICLE V - COMPENSATION**

For and in consideration of the faithful and professional performance and delivery of the above services as set forth, the City shall pay the Consultant for services pursuant to this Contract net thirty (30) days after receipt from the Consultant of an itemized invoice describing services performed. Consultant will invoice the City monthly on a time and materials basis, unless otherwise agreed between the parties.

Any change in services to be performed by the Consultant involving extra compensation must be authorized in writing by the City prior for the performance thereof by the Consultant.

In the event the Consultant deems extra compensation will be due for work or materials not clearly covered in this agreement, or not ordered by the City as a change, or due to changed conditions, the Consultant shall notify the City in writing of its intention to make claim for such extra compensation before beginning such work. Failure on the part of the Consultant to give such notification will constitute a waiver of the claim for such extra compensation. The filing of such notice by the Consultant shall not in any way be construed to establish the validity of the claim. Such extra compensation shall be provided only by Amendment to this Agreement.

No charges or claims for damages shall be made by the Consultant for delays or hindrances from any cause whatsoever during the progress of any portions of the services specified in this agreement, except as hereinafter provided.

#### **ARTICLE VI – THIRD PARTY BENEFICIARIES**

There are no third-party beneficiaries to this Agreement, and nothing expressed or referred to in this Agreement will be construed to give any person or entity other than the parties to this Agreement any legal or equitable right, remedy, or claim under or with respect to this Agreement or any provision of this Agreement. This Agreement and all of its provisions and conditions are for the sole and exclusive benefit of the parties named.

#### **ARTICLE VII – COMPLIANCE WITH ALL LAWS AND REGULATIONS**

In the provision of the services described herein, the Consultant, an approved subcontractor or anyone acting in its behalf, agrees to comply with all applicable Federal, State, and local laws and applicable regulations. In addition, the Consultant shall be licensed and/or certified and professionally designated by the State of Michigan and licenses and/or certifications shall be maintained as active during the term of this agreement.

#### **ARTICLE VIII – INDEPENDENT CONSULTANT**

The Consultant shall perform duties as an independent contractor and in an independent manner without supervision and

control by the City. The Consultant shall not be deemed to be an employee of the City for purposes of payroll deductions, withholding tax, social security, workers' compensation, unemployment compensation, disability benefits, vacations, fringe benefits or any other purpose. In the performance of duties, the Consultant shall supply and operate its own vehicles.

#### **ARTICLE IX – OWNERSHIP OF DOCUMENTS**

City Information is and will remain the sole and exclusive property of City. In addition to the Services, Consultant is authorized to use City Information for internal purposes and may aggregate City Information with other data collected by Consultant and distribute such data, or analysis of such data, to third parties, provided such distributed data does not identify City or any City participants or beneficiaries. For the avoidance of doubt, Consultant will not sell or otherwise receive remuneration for City Information or materials derived from City Information.

Consultant may use the materials prepared for the City as promotion and marketing pieces in pursuit of work for others, provided prior written approval is obtained from the City.

City acknowledges that, in providing the Services, Consultant will distribute or make available certain proprietary materials ("Consultant's Proprietary Information"), including, but not limited to, publications, software, know-how, techniques, methodologies and report formats. Except to the extent that they are or incorporate Consultant's Proprietary Information, all documents, data, and other tangible materials authored or prepared and delivered by Consultant to City under the terms of this Agreement (collectively, the "Deliverables"), are the sole and exclusive property of City, once paid for by City. To the extent that Consultant's Proprietary Information is incorporated into such Deliverables, City will have a perpetual, fully paid, non-exclusive, non-transferable, and non-sublicensable right to use, copy, and modify Consultant's Proprietary Information as part of the Deliverables internally and for their intended purpose. Consultant will not have any responsibility or liability for use of any Deliverable in any manner other than for the intended purpose.

#### **ARTICLE X - INSURANCE**

The Consultant shall not commence work until the certificate of insurance required under this paragraph has been delivered to the City. All insurance carriers must be acceptable to the City and licensed and admitted to do business in the State of Michigan.

**Worker's Compensation Insurance** including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

**Commercial General Liability Insurance** on an "Occurrence Basis" with limits of liability not less than \$1,000,000.00 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included.

**Additional Insured:** Commercial General Liability and Automobile Liability, as described above, shall include an endorsement stating the following shall be Additional Insureds: The City of Farmington Hills, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming The City of Farmington Hills as additional insured, coverage afforded is considered to be primary and any other insurance The City of Farmington Hills may have in effect shall be considered secondary and/or excess.

**Cancellation Notice:** All policies, as described above, shall include an endorsement stating that it is understood and agreed Thirty (30) days, ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: The City of Farmington Hills, Central Services Department, 31555 West Eleven Mile Road, Farmington Hills, MI, 48336.

**Proof of Insurance Coverage:** The Contractor shall provide The City of Farmington Hills, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above shall be furnished, if so requested.

If any of the above coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to The City of Farmington Hills at least ten (10) days prior to the expiration date.

#### **ARTICLE XI - INDEMNIFICATION**

To the fullest extent permitted by law, Consultant agrees to defend, pay in behalf of, indemnify and hold harmless the City of Farmington Hills, its elected and appointed officials, employees and volunteers and others working in behalf of the City of Farmington Hills against any and all claims, demands, suits, or loss, including all reasonable and documented costs connected herewith, and for any damages which may be asserted, claimed or recovered against or from the City of Farmington Hills, its elected and appointed officials, employees, volunteers or others working in behalf of the City of Farmington Hills by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of the actual degree of fault of the Consultant.

#### **ARTICLE XII – NON-DISCRIMINATION**

The Consultant agrees not to discriminate against any employee or applicant for employment because of sex, race, religion, color, national origin, or handicap. A breach of this Section shall constitute a material breach and may be cause for this Agreement to be canceled or terminated by the City.

#### **ARTICLE XIII – GOVERNING LAW**

The laws of the State of Michigan shall govern this Agreement.

#### **ARTICLE XIV – CONFLICT OF INTEREST**

The Consultant agrees that in the performance of this Agreement, it shall at all times act in the best interest of the City of Farmington Hills and shall not have a financial interest in or otherwise benefit from any transaction between the City of Farmington Hills and the third party which might adversely affect the Consultant's performance of the services contemplated hereunder, except in the manner and to the extent provided in this Agreement. Consultant shall advise the City of any potential conflicts and request clarification as applicable.

#### **ARTICLE XV – TERMINATION OF CONTRACT**

The City and the Consultant reserve the right to terminate this agreement without penalty or handling fees upon 30 days written notice due to poor performance or for any reason deemed to be in its best interest. City is obligated to pay the Consultant fees for work completed and accepted by the City to the date of termination.

The Consultant warrants that it has not employed or retained any company or person other than bonafide employees working solely for the Consultant, to solicit or secure this agreement, and that he has not paid or agreed to pay any company or person, other than bonafide employees working solely for the Consultant, any fees, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon, or resulting from the award, or making of this agreement. For breach or violation of this warranty, the City of Farmington Hills shall have the right to annul this agreement without liability or, at its discretion, to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gifts, or contingent fee.

Consultant acknowledges that, if this contract extends for several fiscal years, continuation of this contract is subject to

appropriation or availability of funds for services. If funds are not appropriated or otherwise made available, the City shall have the right to cancel this agreement at the end of the last period for which funds have been appropriated or otherwise made available by giving written notice of cancellation to the Consultant. The City shall give the Consultant written notice of such non-appropriation or unavailability within 30 days after it receives notice of such non- appropriation or unavailability.

**ARTICLE XVI – ENTIRE AGREEMENT**

This agreement constitutes the entire agreement between the City and the Consultant and shall inure to the benefit of and bind the parties hereto and their respective heirs, legal representatives, successors, assigns and third parties claiming under this Agreement or by virtue of Agreement between the City and the Consultant.

This agreement shall be construed in accordance with and governed in all respects by the laws of the State of Michigan.

**ARTICLE XVII - THE CONTRACT PRICING**

SEE ATTACHEED COPY OF PROPOSAL WHICH OUTLINES ALL FEES





**DIVERSITY, EQUITY, AND INCLUSION  
CONSULTATION  
PROPOSAL**

**City of Farmington Hills, MI  
July 27, 2021**



# THANK YOU

---

July 27, 2021

Dear City of Farmington Hills, MI,

Thank you for reaching out to Life's Journey Training and Consultant. We are excited to partner with the **City of Farmington Hills MI**, to create a Diversity, Equity, and Inclusion strategy that will enhance professional relationships, foster an inclusive work environment and empower individuals with opportunities to reach their full potential.

**Life's Journey Training and Consultant**, in collaboration with **Essence Learning, LLC**, offers proven solutions and resources that will equip your organization, business leaders, teams, and individual contributors with the knowledge and tools they need to establish and sustain a diverse, equitable and inclusive workplace.

We offer over 20 years of experience with supporting business leaders to drive organizational effectiveness using a systematic approach to embed diversity, equity, and inclusion throughout the organization.

This proposal provides an overview of our recommended products, services, and processes to create and implement a 3-year Diversity, Equity, and Inclusion Strategy. We have included a cost estimate for each deliverable, as a predictor of the project investment. The actual investment cost will be provided following your final selection of services,

We would appreciate the chance to review the proposal with you in the near future, to answer any questions you may have, and of course, to discuss our next steps.

Sincerely,  
Darlene King  
COO  
Life's Journey Training and Consulting

# TABLE OF CONTENT

---

TOPICS	PAGE
ABOUT US	4
PROJECT SUMMARY	5
RECOMMENDED SOLUTIONS AND SERVICES	6
ORGANIZATIONAL READINESS ASSESSMENT PROCESS	8
CULTURE COMPETENCY ASSESSMENT PROCESS	9
DIVERSITY, EQUITY, AND INCLUSION BEST PRACTICE MODEL	10
TRAIN-THE-TRAINER CERTIFICATION PROCESS	11
PROJECT INVESTMENT ESTIMATED COST	12
CONSULTANT BIO AND CONTACT INFORMATION	15

# ABOUT US

---

LIFE'S JOURNEY TRAINING AND CONSULTANT, established 2008



We are a boutique agency focused on professional training and develop in the areas of leadership and diversity, equity, and inclusion. Life's Journey understands the importance of quality consulting, training/development and how imperative it is to educate employee, build capacity and be sustainable. Organizational and cultural shifts are required for growth in the 21<sup>st</sup> Century. We take a unique approach in developing others to help ensure measurable outcomes for our clients.

**Life's Journey** vision is to empower people to be change agents in our society through great training and development by assisting other to be competitive in this global market.

**Life's Journey** is an agency passionate and proud, thriving for a more educated society to achieve a more unified world.

Essence Learning, LLC      YOUR SOLUTION TO PERSONAL AND PROFESSIONAL DEVELOPMENT



Essence Learning

For nearly 20 years, we have specialized in helping others live their personal and professional lives with intention and purpose. We partner with our clients to develop a learning strategy that will increase productivity, enhance performance, and align with their purpose and goals.

We accomplish this using skills assessment, consultation, coaching, and with a wide range of learning solutions that promote individual growth and organizational success.

# PROJECT SUMMARY

---



## PROJECT BACKGROUND

The City of Farmington Hills Michigan is located within Southeastern Michigan with a population of over 80,612 residents. The City is the second most populated city in Oakland County next to Troy in Metro Detroit and ranked one of the most safest cities in Michigan.

## CITY'S VISION

*"A vibrant, inclusive community for residents and businesses that is safe, active, progressive and distinctive. Farmington Hills bold vision for an exceptional quality of life."*

The City of Farmington Hills is seeking to partner with professional and experienced Diversity, Equity, and Inclusion (DEI) Consultants to develop a DEI Strategic Plan that aligns with the City's mission and vision.

## PROJECT GOALS



- Long-term, sustainable Diversity, Equity, and Inclusion Strategy
- Recommendations to meet the diverse needs of the city employees and the communities they serve
- Recommendations that build upon the organizations existing strengths, weaknesses, and gaps that will encourage diversity, equity, and inclusion across all facets of the organization.
- Develop a long-term, sustainable employee training program

# RECOMMENDED SOLUTIONS AND SERVICES

<p><b>CONSULTATION SERVICES</b></p>	<p>Leverage the experiences and expertise of Diversity, Equity, Inclusion and Leadership Development professionals to explore options, evaluate complex problems, and recommend solutions.</p>
<p><b>DATA ANALYSIS</b></p>	<p>Analyze diversity demographic data, employee engagement and satisfaction survey results, and review organizations practices and policies for community engagement and talent acquisition. Report gaps, trends, and strengths. We use the results to customize a DEI Business Case, set DEI Goals and Strategy.</p>
<p><b>ORGANIZATIONAL READINESS ASSESSMENT</b></p>	<p>Conduct virtual interviews, complete focus groups, and/or distribute surveys to measure how prepared the organization is to effectively manage the changes related to this project. The results from the Organizational Readiness Assessments are used to define expectations, establish change management goals, minimize risks, barriers and manage growth opportunities.</p>
<p><b>CULTURE COMPETENCY ASSESSMENT</b></p>	<p>Conduct virtual interviews, complete focus groups, and/or distribute surveys to measure individual and organizational capability for key DEI Competencies. The results from the Culture Competency Assessment are used to identify the skills, gaps and develop learning plans for leaders and employees across the organization.</p>
<p><b>DIVERSITY, EQUITY, AND INCLUSION STRATEGY</b></p>	<p>Consultants will partner with the City of Farmington Hills to create a customized Business Case and a Diversity and Inclusion 3 Year Strategy. Customized Inclusion Strategy includes the following plans:</p> <ul style="list-style-type: none"> <li>• Communication Plan</li> <li>• Change Management Plan</li> <li>• Implementation Plan</li> <li>• Accountability Plan</li> <li>• Learning Plan</li> </ul>

# RECOMMENDED SOLUTIONS AND SERVICES

---

<p><b>LEARNING AND DEVELOPMENT STRATEGY</b></p>	<p>Partner with the City of Farmington Hills, MI to design and implement a DEI Learning Strategy for leaders and all employees to build DEI Competence and the organizational capacity to maintain a diverse, equitable, and inclusive work environment.</p> <p>Learning and Development Strategy may include one or more of the following options:</p> <ul style="list-style-type: none"> <li>• Face-to-Face Workshops</li> <li>• Virtual Workshops</li> <li>• Computer-Based Training</li> <li>• Listening Sessions</li> <li>• Train-the-Trainer Certification</li> </ul>
<p><b>LEADERSHIP DEVELOPMENT PLAN</b></p>	<p>Partner with the City of Farmington Hills, MI to design and implement a Leadership Development Plan to enhance personal awareness, develop skills to lead a diverse and equitable workforce, and to be accountable for demonstrating DEI Principles and Practices.</p>
<p><b>EMPLOYEE DEVELOPMENT PLAN</b></p>	<p>Partner with the City of Farmington Hills, MI to design and implement an Employee Development Plan to enhance personal awareness, develop skills to adapt to a diverse and equitable workforce, and to take responsibility for demonstrating DEI Principles and Practices.</p>

# ORGANIZATIONAL READINESS ASSESSMENT PROCESS

---

## ORGANIZATIONAL READINESS

A measurement of the company's preparedness to manage the major culture changes related to establishing a long-term commitment to fostering and sustaining a diverse and inclusive workplace.

Compares current practices with best practices to assess the following areas:

- Strategic D&I goals and objectives
- Expectations and concerns
- Leadership support
- Employee support
- Ability to adapt to change
- Resources to manage change
- Governance and disciplines to manage and sustain culture shift
- Willingness to change personal and organizational behaviors and attitudes
- Identify the organizational strengths, gaps, risks, and barriers related to a diverse and inclusive workplace

Method(s) Organization can select from a one or more methods of assessment:

- Interviews
- Focus Groups
- Written Surveys
- Observation Sessions
- Organizational Data

## Desired Results

The results identify the level of capability, willingness, and capacity to implement and manage organizational change. The assessment scores will drive the focus, goals and action plan of the diversity inclusion strategy and change management strategy.

# CULTURAL COMPETENCE ASSESSMENT PROCESS

---

## CULTURAL COMPETENCE

Measures the ability to understand and communicate effectively and appropriately in a variety of cultural contexts. The assessments measure the behaviors, attitudes, and policies that defines the culture and drives the workplace experiences.

Compares current practices with best practices to assess competence in the following areas:

- Attitude toward differences
- Demonstrates diversity mature behaviors of acceptance and appreciation
- Knowledge, skills and will to manage diversity-related tension
- Continuous learning opportunities available to all employees
- Leadership takes responsibility to foster inclusion

Method(s) Organization can select from a one or more methods of assessment:

- Interviews
- Focus Groups
- Written Surveys
- Observation Sessions
- Organizational Data

## Desired Results

The results establish a baseline of individual and organizational awareness, skills, and capability to manage a diverse and inclusive workplace. The findings will drive the goals and action plan for the diversity inclusion strategy and learning and development strategy.

# DIVERSITY, EQUITY, & INCLUSION BEST PRACTICE STRATEGY MODEL

---

- An intentional and systematic approach to Inclusion.
- Aligns the company’s resources, interactions, practices, policies, systems, and process to support the diversity and inclusion principles and practices.
- Threads the responsibility of inclusion throughout the organization and proactively leverages diverse talent and resources to their full capability.



# TRAIN-THE-TRAINER CERTIFICATION PROCESS

---

The organization can select up to six internal candidates to participate in the 3-day Train-The-Trainer Certification Workshop. It is preferable that the candidates have previous facilitation experience, is well respected among all cultures and their performance is in good standings. Candidates with leadership experience or has been a formal or informal mentor, tend to excel as a trainer of diversity related topics.

## Day 1: Workshop Modeling

Trainer is required to attend the workshop as a participant, to see the workshop modeled and to experience the course as a participant.

## Day 2: Facilitation Skills and Diversity Management Principles

Trainer will learn how to train the concepts, skills and principles introduced in the workshop as well as facilitate the various activities. Trainer will practice facilitating through resistance and managing sensitive conversations.

## Day 3: Teach-Back & Certification

Trainer will teach the course in its entirety and receive feedback on their knowledge of course content, the ability to demonstrate diversity management skills and principles and the effectiveness of engaging the participants in the learning process.

At the end of Day 3 participants will receive one of the following certification rating.

- 1-Certified
- 2-Co-Lead Certification
- 3-Deferred Certification

## Observation Sessions

All certified trainers will be required to train their first 2-3 workshops with an Essence Learning trainer before their certification is complete.

# PROJECT INVESTMENT CITY OF Farmington Hills, MI

SERVICE/SOLUTIONS	DELIVERABLES	UNIT COST	PRICE
<b>PHASE 1</b>			
<b>CONSULTATION SERVICES</b>	16 Hours Consultation	\$250.00/hour	\$4,000.00
<b>DATA ANALYSIS</b>  Note: We will use the results to customize a D&I Business Case, set D&I Goals and Strategy.	Analyze 3 years of diversity demographic data, results from employee engagement /satisfaction survey and review organizations practices and policies for community engagement and talent acquisition to identify organizational gaps, trends, and strengths.	32 hours @ \$250.00/hour	\$8,000.00
	<b>EXECUTIVE SUMMARY REPORT</b> Consultant will evaluate results and present an Executive Summary Report to senior leaders	24 hours @ \$250.00/hour	\$6,000.00
<b>ASSESSMENT AND SURVEY SOLUTIONS</b>  Note: We will use the results from the Organizational Readiness Assessment to define expectations, establish change management goals, minimize risks, barriers and manage growth opportunities.	<b>ORGANIZATIONAL READINESS ASSESSMENT</b> Consultants will conduct virtual interviews, complete focus groups, and distribute surveys to measure how prepared the organization is to effectively manage the changes related to this project.	32 hours @ \$250.00/hour	\$8,000.00
	<b>EXECUTIVE SUMMARY REPORT</b> Consultant will evaluate results and present an Executive Summary Report to senior leaders	24 hours @ \$250.00/hour	\$6,000.00
  Note: We will use the results from the Culture Competency Assessments to identify the skills gaps and develop learning plans for leaders and employees across the organization.	<b>CULTURE COMPETENCY ASSESSMENT</b> Consultants will conduct virtual interviews, complete focus groups, and distribute surveys to measure individual and organizational capability for key D&I Competencies.	32 hours @ \$250.00/hour	\$8,000.00
	<b>EXECUTIVE SUMMARY REPORT</b> Consultant will evaluate results and present an Executive Summary Report to senior leaders	24 hours @ \$250.00/hour	\$6,000.00

**\*Please note: This proposal does not include cost for written develop of the 3-5 year strategy. Additional services can be contracted upon client needs**

# PROJECT INVESTMENT CITY OF Farmington Hills, MI

SERVICE/SOLUTIONS	DELIVERABLES	UNIT COST	PRICE
<b>PHASE 2</b>			
<p><b>DIVERSITY AND INCLUSION STRATEGY</b>            Note: Customized Inclusion Strategy includes the following plans:</p> <ul style="list-style-type: none"> <li>• Communication Plan</li> <li>• Change Management Plan</li> <li>• Implementation Plan</li> <li>• Accountability Plan</li> </ul>	<p>Consultant will partner with the City of Farmington Hills, MI to create a customized Business Case and a Diversity and Inclusion 3 Year Strategy</p>	40 hours @ \$300.00	\$12,000.00
	<p><b>EXECUTIVE SUMMARY REPORT</b>            Consultant will evaluate results and present an Executive Summary Report to senior leaders</p>	24 hours @ \$250.00/hour	\$6,000.00
<b>PHASE 3</b>			
<p><b>LEARNING AND DEVELOPMENT STRATEGY</b>            Note: The Learning Strategy is customized to align with DEI Business Goals, to fill the workforce skills gaps and to proactively prepare organization for diversity shifts</p>	<p>Partner with the City of Farmington Hills, MI to design and implement a DEI Strategy for leaders and all employees to build DEI Competence and the organizational capacity to maintain a diverse, equitable, and inclusive work environment.</p>	50 hours @ \$250.00/hour	\$12,500.00
<p><b>LEADERSHIP DEVELOPMENT PLAN</b></p>	<p>Partner with the City of Farmington Hills, MI to design and implement a Leadership Development Plan to enhance personal awareness, develop skills to lead a diverse and equitable workforce, and to be accountable for demonstrating DEI Principles and Practices.</p>	\$250.00 per person 2 courses @116ppl per course (see timeline)	\$58,000.00
<p><b>EMPLOYEE DEVELOPMENT PLAN</b></p>	<p>Partner with the City of Farmington Hills, MI to design and implement an Employee Development Plan to enhance personal awareness, develop skills to adapt to a diverse and equitable workforce, and to take responsibility for demonstrating DEI Principles and Practices.</p>	\$200.00 per person 2 courses @262ppl per course (see timeline)	\$52,400.00
<p><b>POLICE AND FIRE DEVELOPMENT PLAN</b></p>	<p>Partner with the City of Farmington Hills, MI to design and implement an Employee Development Plan to enhance personal awareness, develop skills to adapt to a diverse and equitable workforce, and to take responsibility for demonstrating DEI Principles and Practices.</p>	\$150.00 per person 2 courses @312ppl per course (see timeline)	\$46,800.00
<p><b>POLICE (ONLY)</b></p>	<p>Partner with the City of City of Farmington Hills, MI design and implement an Employee Development Plan to enhance personal awareness, develop skills to adapt to a diverse and equitable workforce, and to take responsibility for demonstrating DEI Principles and Practices.</p>	\$150.00 per person 21course @206ppl (see timeline)	\$30,900.00

## Darlene King, Executive Director, Michigan Diversity Council

---



**Darlene King** is a Certified Diversity Professional and launched her consulting company in 2008, Life's Journey Training and Consulting. Competing in today's global market, Life's Journey offers services in industries ranging from education to automotive, medical, non-profits and manufacturing. Its area of expertise consists of diversity and inclusion, leadership development, marketing, and public relations and health. Life's Journey has provided service deliverables to Wayne County Head Start Programs, Wayne Metropolitan Community Action Agency, The Order of the Fisherman, The Detroit Medical Center, Revival Home Health Care, RTM Music Group, Real Times Media, Stonecrest Behavioral Health, Detroit Area Agency on Aging, Universal Studios, Detroit Community Schools, MASCO Corporation, Diversity Lansing and many more.

Darlene became the lead consultant with the Michigan Diversity Council-MIDC, a division of the National Diversity Council, in 2015. Her charge is working with corporations and organizations in developing diversity and inclusion initiatives, programs, processes, and procedures. She also oversees the growth of the council in the area of business development throughout the entire state of Michigan.

Prior to her tenure with the MIDC, she held the role of director of events, consultant services, training and development for all 34 school districts under the Wayne County Regional Educational Service Agency for over 10 years. Her territory covered implementation and execution of all workshops and conference as well as maintaining CEU's for teachers and administrators within Wayne County MI.

She managed more than 60 consultants as well as county-wide, signature events such as the Teacher Job Fair, County K-12 Art Fair, and the Cultural Collaborative for Learning. Darlene was also an inaugural member of the Diversity Strategic Planning Committee, which rolled out a county-wide diversity plan for all districts.

Darlene's background is widespread. She spent six years as a national concert promoter, traveling around the world with some of today's most popular artists in the industry. She has produced and promoted shows at every concert venue in Detroit and beyond.



23 Lyons Ct  
Dearborn MI, 48126  
1-313-585-3110  
[darlene@lifesjtc.com](mailto:darlene@lifesjtc.com)

## Valerie Wilson, CEO and Founder, Essence Learning, LLC

---



**Valerie J. Wilson** is the founder of Essence Learning, LLC, a business solution, focused on building personal, professional, and organizational excellence through learning, coaching and strategic planning. Essence Learning collaborates with their clients to identify solutions that are best suited to develop, grow and maximize their performance.

For over two decades, Valerie has focused on leveraging diversity in the workplace to drive business results through a creative, innovative, and highly talented workforce. She helps organizations to foster an inclusive workplace, using a systematic strategy that threads through the organization. The systematic approach includes hiring, coaching, developing, and retaining top talent from diverse experiences, ethnicities, genders, abilities, and cultures.

*Valerie J. Wilson*

*John Maxwell Certified Speaker, Coach, Trainer  
Certified Diversity, Equity, & Inclusion Professional  
Sr. National Diversity Council Consultant*

In her former role, as Executive Director of Talent Management and Diversity and Inclusion, Valerie was the senior executive expert and advisor for learning and development and diversity and inclusion strategies. She was responsible for maximizing the workforce effectiveness for close to 10,000 employees across the globe. Valerie, with a team of professionals, effectively executed the business initiatives for performance management, learning and development, diversity and inclusion, employee engagement and community involvement.

Valerie is a John Maxwell certified motivational speaker, professional coach, and trainer. She is a Certified Diversity and Inclusion Professional, President of the Greater San Antonio Diversity Advisory Board and alumni Board Member of the Texas Diversity Council. As a community leader and D&I consultant, Valerie collaborates closely with the National Diversity Council, Texas-based corporations, Non-profit organizations, and Community agencies. Together they build alliances, partnerships, and leverage resources to nationally advance the work of diversity and inclusion.

[WWW.ESENCELEARNING.NET](http://WWW.ESENCELEARNING.NET)

[VALERIEWILSON@ESSENCELEARNING.NET](mailto:VALERIEWILSON@ESSENCELEARNING.NET)



Essence Learning

Essence Learning, LLC  
P.O. Box 592332  
San Antonio, Texas 78259  
1.877.657.5755

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL – July 8, 2024**

**SUBJECT:** Award of Contract for the Police Department Boiler Upgrade Project

**ADMINISTRATIVE SUMMARY**

- The Police Department is heated by a single, natural gas high-efficiency boiler, which was installed in 2010.
- Over the past several years, the boiler has experienced numerous breakdowns requiring extensive maintenance and expensive repairs. These longer downtimes have increased concerns that an extended loss of heating would result in potential freezing conditions in the building.
- With the Police Department operating 24/7 and the boiler continuously running during winter season, the City worked with our engineering consultant, Lindhout Associates, regarding redundancy options in order to ensure uninterrupted service.
- It was determined that the installation of a secondary boiler would provide the best solution. The two boilers will operate on alternate schedules in order to reduce wear and tear and allow the building to remain fully heated and operational when inspections, maintenance, and repairs are needed in the future.
- This project was publicly advertised and competitively bid on the Michigan Inter-Governmental Trade Network (MITN) e-procurement system. Sealed bids were opened on June 12, 2024, following a one (1) week postponement to obtain additional bids. Notification was sent to one hundred forty-seven (147) vendors (including twenty-eight (28) vendors that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled) with two (2) responding.
- Staff has reviewed the bids and the lowest bidder who has demonstrated the ability to complete the work is Goyette Mechanical Co. References were checked and Goyette Mechanical Co. has successfully completed projects similar to the City’s specifications.
- Funding for this project is provided in the Capital Improvement – Public Facilities Budget.

**BID TABULATION**

<b>Company Name</b>	<b>City, State</b>	<b>Total Bid</b>
Goyette Mechanical Co.	Flint, MI	\$228,077.00
W.J. O’Neil Company	Livonia, MI	\$320,000.00

**RECOMMENDATION**

IT IS RESOLVED, the Police Department Boiler Upgrade Project be awarded to the lowest qualified bidder, Goyette Mechanical, Co., in the amount of \$250,077.00 (\$228,077.00 bid + \$22,000 contingency for unforeseen change orders).

Prepared by: Tammy Gushard, P.E., Public Services Senior Engineer  
 Reviewed by: Michelle Aranowski, Central Services Director  
                   John Piggott, Assistant Chief of Police  
 Approved by: Gary Mekjian, P.E., City Manager

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL – July 8, 2024**

**SUBJECT:** Award of Contract for the Police Department Automatic Transfer Switch Replacement Project

**ADMINISTRATIVE SUMMARY**

- The existing Automatic Transfer Switch (ATS) for the Police Department is severely corroded and beginning to deteriorate. This is due to a variety of reasons including age of equipment, environmental exposure, and continuous contact with salt during the winter season because of its current location next to the sidewalk at south entrance of the Police Department.
- This project was publicly advertised and competitively bid on the Michigan Inter-Governmental Trade Network (MITN) e-procurement system. Sealed bids were opened on June 11, 2024. Notification was sent to six hundred and two (602) vendors (including one hundred thirty-three (133) vendors that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled) with three (3) responding.
- This project will include the replacement of the ATS and the relocation of the equipment to the lawn area east of the canopy in the Police parking lot. This new location will provide easier access for inspection and maintenance needs and will help minimize exposure to salt.
- In addition to replacing and relocating the ATS, City staff and our Engineering Consultant have been working with DTE to have the transformer replaced and relocated at the same time. The transformer is also severely corroded. This work will be completed by DTE at no cost to the City, with the exception of the new electrical lines being extended from the Police Department transformer to the City Hall transformer in order to provide a looped system on campus.
- Staff has reviewed the bids and the lowest bidder who has demonstrated the ability to complete the work is Axis Electric, LLC. References were checked and Axis Electric LLC. has successfully completed projects similar to the City’s specifications.
- Funding for this project is provided in the Capital Improvement – Public Facilities Budget.

**BID TABULATION**

<b>Company Name</b>	<b>City, State</b>	<b>Total Bid</b>
Axis Electric, LLC	Detroit, MI	\$489,800.00
A Plus Electric, Inc.	Clarklake, MI	\$585,684.00
J. Ranck Electric, Inc.	Mt. Pleasant, MI	\$653,632.00

**RECOMMENDATION**

IT IS RESOLVED, the Police Department Automatic Transfer Switch Replacement Project be awarded to the lowest qualified bidder, Axis Electric LLC., in the amount of \$520,000 (\$489,800.00 bid + \$30,200 contingency for unforeseen change orders).

Prepared by: Tammy Gushard, P.E., Public Services Senior Engineer  
 Reviewed by: Michelle Aranowski, Central Services Director  
 Jeff King, Chief of Police  
 Approved by: Gary Mekjian, P.E., City Manager

**REPORT TO THE CITY COUNCIL FROM THE CITY CLERK – JULY 8, 2024**

**SUBJECT:** Consideration of approval of a Special Event Permit for the Iskcon Temple Color Festival to be held on Saturday, July 27, 2024

**ADMINISTRATIVE SUMMARY:**

- The City received a formal application from Jogiraju Poolla, representing Iskcon Temple, for a Special Event Permit in order to hold a Color Festival Saturday, July 27, 2024, from 4:00pm-9:00pm at the Iskcon Temple located at 36600 Grand River Avenue, Farmington Hills.
- The Color Festival will include throwing color, music and food. The event will consist of several 10x10 tents with goods/merchandise being sold and a stage area.
- The required insurance and/or indemnification agreement was received by the City.
- The application has been routed to the appropriate Departments for review. The Police Department's review is pending, and the permit will be subject to the conditions stipulated upon completion of their review. There were no objections to the event from any other department, subject to the following conditions and details as verified by the applicant:
  - The applicant will get the appropriate building permits and required approvals
  - There shall be no parking within 20' of any tent and the west drive shall remain clear from Grand River to Lochdale for emergency vehicles
  - Egress from the facility shall not be restricted
  - Fire lanes shall not be blocked or restricted
    - Temporary "NO PARKING FIRE LANE" signs shall be put up along Lochdale and Independence Office Drive on 7/27/24
  - Cooking/open flame devices shall not be used under tents
  - Proponent must contact Fire Prevention to schedule a site inspection prior to beginning the event
  - Event shall comply with minimum Fire Prevention Code requirements
  - The applicant is expecting 700 people to attend the event which will be open to the general public
  - Iskcon Temple has received permission from Middela LLC to use their two parking lots for visitors

**RECOMMENDATION:**

IT IS RESOLVED, that City Council hereby approves a Special Event Permit for the Iskcon Temple Color Festival to be held on Saturday, July 27, 2024 from 4:00pm to 9:00pm, subject to the pending response from the Police Department, and the terms and conditions outlined in the City Clerk report dated July 8, 2024.

Respectfully submitted,

Carly Lindahl, City Clerk

# APPLICATION FOR SPECIAL EVENT/TEMPORARY OUTDOOR SALES

CITY OF FARMINGTON HILLS  
31555 ELEVEN MILE ROAD, FARMINGTON HILLS MI 48336  
(248) 871-2410 FAX (248) 871-2411

**ALL FEES ARE NON-REFUNDABLE**

Fees: \$50.00 Application Review Fee (fee is waived for non profit companies) Carnivals are \$ 150.00

A **Clean Up Deposit** of \$300 is required for special events and temporary outdoor sales (involving the use of any temporary outdoor structures or equipment – tents, tables, etc.). This deposit is refundable when the site is cleared.

A **Liability Insurance Certificate** naming the City as an additional insured in the amount of \$1,000,000 is required for special events or temporary outdoor sales as determined by the City. The attached **Indemnification Agreement** is required for Special Events as determined by the City.

**Temporary Outdoor Sales:** (Sales event held on the same property as the business and accessory to the use of the business) are limited to 14 consecutive days and a total of 28 days in any 12 month period.

**NOTE: A COMPLETE AND DETAILED SITE PLAN/SITE MAP OF THE PROPERTY SHOWING THE EVENT AREA IS REQUIRED. PLAN MUST SHOW LOCATIONS OF SIGNS, TENTS OR ANY STRUCTURES, AMUSEMENT RIDES, FOOD SERVICES, PARKING AREA, THE LOCATION OF EXISTING BUILDINGS, ETC. REQUEST WILL NOT BE REVIEWED UNTIL THIS PLAN IS RECEIVED. IF A TENT IS TO BE ERECTED, SPECIFICATIONS ARE REQUIRED - SEE page 2)**

APPLICANT'S NAME: (If partnership or corporation, please include all names & residential address of officers on separate sheet)

JOGIRAJU POOLLA

APPLICANT'S RESIDENTIAL ADDRESS:

36600 Grand river Ave Farmington Hills, MI 48335  
CITY ST ZIP

APPLICANT'S PHONE: Office: \_\_\_\_\_ Cell: \_\_\_\_\_

RELATION OF APPLICANT TO BUSINESS/EVENT:  Owner  Manager  Representative  Other

IS ORGANIZATION A FOR PROFIT OR NON PROFIT BUSINESS:  PROFIT  NON-PROFIT

ADDRESS OF THE PROPERTY AT WHICH THE EVENT WILL BE CONDUCTED:

36600 Grand river Ave Farmington Hills MI 48335

DOES APPLICANT OWN OR OCCUPY THE PROPERTY AT WHICH THE EVENT IS TO BE HELD?

YES  NO IF NO, WRITTEN CONSENT FROM THE PROPERTY OWNER FOR THE EVENT IS REQUIRED WITHIN SEVEN(7) DAYS OF THE DATE OF SUBMISSION OF APPLICATION TO THE CITY AND TO ALL OTHER TENANTS ON THE PROPERTY OF THE PROPOSED EVENT. PLEASE ATTACH.

GIVE A DETAILED DESCRIPTION OF THE EVENT PROPOSED:

ISKCON Color Fest : (Throwing color, music, Food a festival for harmony, unity and world peace)

DATE OF THE EVENT: 07/27/2024 TIME OF YOUR EVENT: 4pm to 9pm

NOTE: Special events/temporary outdoor sales are permitted by ordinance ONLY between 9am and 10pm

IS THE EVENT OPEN TO THE GENERAL PUBLIC?  YES  NO

WILL ANY GOODS OR MERCHANDISE BE OFFERED FOR SALE TO THOSE ATTENDING:  YES  NO

MAXIMUM NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY: 700

HAS THE APPLICANT, PARTNERS, OFFICERS OR DIRECTORS EVER BEEN CONVICTED OF A FELONY?

YES  NO IF YES, ON SEPARATE SHEET PROVIDE DESCRIPTION OF CONVICTION - INCLUDING WHAT FOR, DATE OF INCIDENT, DATE OF CONVICTION, ETC.

PERMANENT STRUCTURES ARE NOT ALLOWED TO BE ERECTED. DO YOU PLAN ANY TEMPORARY STRUCTURES (TENT, TRAILER, STAGE, ETC)?  YES  NO IF YES, PLEASE DESCRIBE WHAT THOSE ARE AND INCLUDE ON MAP: \_\_\_\_\_

IF A TENT IS PROPOSED, INDICATE THE SIZE AND NAME AND ADDRESS OF THE COMPANY PROVIDING THE TENT: \_\_\_\_\_

NOTE: A certificate of Flame Resistance for the Tent must be provided 10 days prior to the date of event/sales.

IF THE REQUEST IS TO HOLD A BLOCK PARTY, ARE YOU REQUESTING TO CLOSE ANY ROADS FOR THE EVENT?  YES  NO (If yes, please submit signatures of abutting property owners who would be directly affected by the road closure indicating that they have no objections-form attached).

WILL ELECTRICAL EQUIPMENT BE USED FOR THIS EVENT?  YES  NO  
IF YES, DESCRIBE IN DETAIL WHAT TYPE OF ELECTRICAL EQUIPMENT WILL BE USED. CONTACT BUILDING DEPARTMENT at 248.871-2450 TO DETERMINE IF A PERMIT IS REQUIRED.

Handwritten scribbles

IS ANY SIGNAGE PROPOSED?  YES  NO IF YES, NOTE SIZE AND LOCATIONS OF ANY SIGNS PROPOSED ON THE PLAN PROVIDED WITH THIS APPLICATION.

IS THE EVENT FOR PROFIT?  NON-PROFIT

IS THIS EVENT TO TAKE PLACE IN A CITY OWNED PARK  YES  NO

IF YES, HAVE YOU RECEIVED AND AGREE TO ABIDE BY THE CITY'S PARKS AND RECREATION RULES AND REGULATIONS?  YES  NO ANY DEVIATIONS REQUESTED? \_\_\_\_\_

P. Jogiraju  
Applicant's Signature

DATE: 6/28/2024

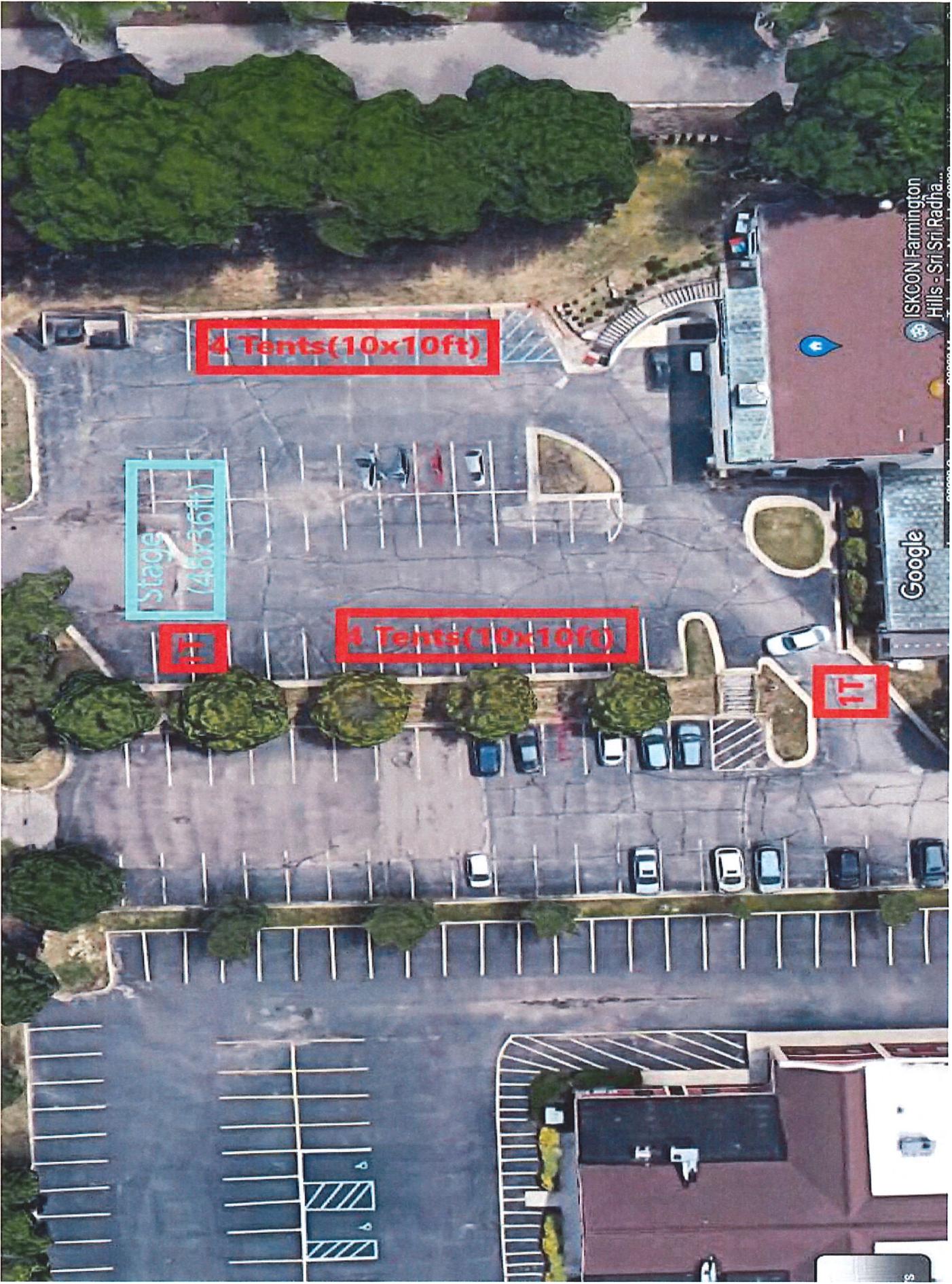
JOGIRAJU POOLLA  
Printed Name of Applicant

Note: Section 22-119 of the City Code stipulates that other permits and/or inspections MAY be required along with permission to conduct the special event. This could be for health facilities (food), electric services, fire issues, or a certificate of use from the city's Building Department

**FOR OFFICE USE ONLY:**  
 Application and fee  
 Complete Site Plan/Map

**APPROVALS:**  
 Police  
 Fire  
 Planning/Bld/Zoning  
 Engineering

**IF APPLICABLE:**  
 Insurance Certificate (If required by city)  
 Indemnification Agreement (Special Events) N/A  
 Clean Up Deposit (if required by city)  
 Tent Certificate of Flame Resistance N/A  
 Tent Co. Information (see above) N/A  
 Names/Addresses of Corporation  
 Neighborhood Signatures (block parties closing a road) N/A  
 Carnivals Only (State of MI Certificate) N/A



4 Tents(10x10ft)

Stage  
(48x36ft)

1T

1 Tents(10x10ft)

1T

ISKCON Farmington  
Hills - Sri Sri Radha...

Google

MINUTES  
CITY OF FARMINGTON HILLS  
FARMINGTON HILLS CITY COUNCIL  
CITY HALL – COMMUNITY ROOM  
JUNE 24, 2024 – 6:00PM

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

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

Council Members Absent: None

Others Present: City Manager Mekjian, City Clerk Lindahl, Assistant City Manager Mondora, Director Brown, Fire Chief King, and City Attorney Joppich and Fleury

**CLOSED SESSION**

**CONSIDERATION OF APPROVAL TO ENTER INTO A CLOSED SESSION TO CONSIDER AND DISCUSS ATTORNEY CLIENT WRITTEN COMMUNICATIONS FROM THE CITY ATTORNEY UNDER SECTION 8(1)(H) OF THE OPEN MEETINGS ACT AND SETTLEMENT STRATEGY IN CONNECTION WITH PENDING LITIGATION UNDER SECTION 8(1)(E) OF THE OPEN MEETINGS ACT AND RELATING TO THE CASE OF REID V CITY OF FARMINGTON HILLS, ET AL. (U.S. DISTRICT COURT E. D. CASE NO. 2:23-CV-10164). (NOTE: COUNCIL WILL RETURN TO OPEN SESSION IMMEDIATELY FOLLOWING THE CLOSED SESSION).**

MOTION by Knol, support by Boleware, that the City Council of Farmington Hills hereby approves entering into a closed session to consider and discuss attorney client written communications from the City Attorney under Section 8(1)(h) of the Open Meetings Act and settlement strategy in connection with pending litigation under Section 8(1)(e) of the Open Meetings Act and relating to the case of *Reid v City of Farmington Hills, et al.* (U.S. District Court E. D. Case No. 2:23-cv-10164).

Roll Call Vote:

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

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

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

**STUDY SESSION**

**DEER MANAGEMENT UPDATE**

Utilizing a PowerPoint presentation entitled *City Council Study Session Deer Management Update June 24, 2024*, Bryan Farmer, Deputy Director of Special Services, discussed with Council the state of the urban deer herd in Farmington Hills and throughout Southeast Michigan.

Deputy Director Farmer focused on the following:

- Provided a history of urban deer management in Farmington Hills, beginning in 2014. Farmington Hills has led a regional approach vs. a city approach to this situation, and Deputy Director Farmer is currently Chair of the Southeast Michigan Urban Deer Coalition and mParks Archery Focus Area.
- Farmington Hills residents have concerns about:
  - Too many deer
  - Landscape destruction and blight
  - Ticks/lyme disease
  - Personal and pet safety
- In 2021 an aerial deer count showed 1,598 deer in Farmington Hills and Southfield.
- In 2017, City Council enacted an ordinance prohibiting deer feeding
- Oakland County had the most deer/vehicle crashes in Michigan in 2020 (1,855 deer/vehicle reported crashes; very likely undercounted)
- Urban deer have high reproductivity, with high survival rates, and small home ranges.
- Problem needs to be defined other than “too many deer.” For example, deer/vehicle collisions, deer browse, agricultural/horticultural losses. Goals, objectives, and actions need to be developed accordingly.
- Regulatory recommendations are being made to the Natural Resource Commission on regulatory and non-regulatory recommendations.
- In August the DNR wants to begin addressing non-regulatory items.
- DNR and the State are no longer leaving cities to deal with this on their own.
- Management options are taking different forms from hunting, to non-lethal actions, sharp-shooting, trapping (relocation not allowed in Michigan), reintroduce predators, contraception, sterilization. Some options are very expensive, and noneffective. This is not an easy fix.
- The public can be very vocal, on both sides. Announced deer culls bring much opposition.
- Gave examples of efforts throughout the State.
- The current Michigan Deer Management Plan is not successful. The goal is to develop a regional long-term deer management plan that works.
- Deputy Director Farmer, on behalf of the Southeast Michigan Urban Deer Coalition, has proposed that the NRC and DNR support a statewide urban deer management plan that provides the necessary information and action steps so that city leaders can vote for or against enacting a deer management plan for their community.
- In conclusion, the deer population is growing. Ecosystem is being impacted. The goal is to get the statewide urban deer management plan updated and then determine some of the funding sources to be able to do that.

Council discussion:

- Deer culls are controversial, and cause public outcry. Some neighborhoods are permitted by the DNR to do secret culls.
- Not all nearby cities are attending the Southeast Michigan Urban Deer Coalition meetings. Every city is aware of the situation.
- The key question is how the deer situation is impacting Farmington Hills residents. Only quantitative data will support deer management including culls.
- People who don't think there is a deer problem should not be making decisions for people who have a serious deer problem. Whether a person has deer in their backyard or not, they are being impacted by the growth of the urban deer herd.

### **2024 CITY COUNCIL GOALS UPDATE AND PROGRESS**

City Manager Mekjian provided a mid-year update on goals progress:

- Cannabis – holding off until completion of Master Plan.
- Final Master Plan to be presented to the Planning Commission for final acceptance.
- Urban deer – just discussed
- Multi-Cultural Multi-Racial Commission – Council discussed on June 10. Further information will be brought to Council.
- DTE and CLEMIS will be invited to CC study session.
- Trying to encourage communication between schools and City Administration.
- Developing a list of issues/concerns to discuss with the City of Farmington.
- Incorporating AI into the City website and website improvements. Need direction from City Council as to where they want to go with this.
- Electronic signs at City Hall, Founders Park and Heritage Park have been installed. New sign going in at the Hawk.
- Still working on contract language relative to Hawk deficit reduction plan.
- Providing City Council more time prior to Council meetings on topics of higher importance.
- Review of ordinance allowing dogs in city parks - underway.
- Reviewing potential funding of public art.
- 12 Mile and Orchard Lake Rd landscaping improvements and aesthetic improvements – Road Commission has got two federal-aid projects in 2025 and 2026. One is for Orchard Lake Rd and one is for 12 Mile Rd. City is enforcing against blight etc. at gas stations, and shrubbery and landscaping in the area.
- Windborne study is complete, with follow up action as money is available to do so (i.e., data analyst). Recommendations are being reviewed, with some already implemented.
- Zoning ordinance update starting with the Planning Commission in July. Joint meeting with Planning Commission will be scheduled.
- Emergency Management discussion and review occurred at the May 13 meeting.
- Departments to offer ride-along for Councilmembers.
- Money for a lobbyist was discussed during budget discussions; this was not part of goal setting. The money won't be spent unless it is necessary.
- Options for Costick Center and more activities at City Parks – ongoing.

### **ADJOURNMENT**

The study session meeting adjourned at 7:25pm.

Respectfully submitted,

Carly Lindahl, City Clerk

MINUTES  
CITY OF FARMINGTON HILLS  
CITY COUNCIL MEETING  
CITY HALL – COUNCIL CHAMBER  
JUNE 24, 2024 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 7:39pm.

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

Council Members Absent: None

Others Present: City Manager Mekjian; City Clerk Lindahl; Assistant City Manager Mondora; Director Kettler-Schmult, Police Chief King, Fire Chief Unruh and City Attorney Joppich

**PLEDGE OF ALLEGIANCE**

Marleen Tulas led the pledge of allegiance.

**APPROVAL OF REGULAR SESSION MEETING AGENDA**

MOTION by Bridges, support by Aldred, to approve the agenda with the addition of item 8a. Authorize the City Manager and City’s attorney to proceed with the settlement of the *Reid v City of Farmington Hills* case in the manner recommended by the City’s attorney in closed session.

MOTION CARRIED 7-0.

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

Mike Sweeney of the Emergency Preparedness Commission provided the Emergency Preparedness Tip of the Month, which focused on how to prepare and react to a heat emergency.

**CORRESPONDENCE**

There was no correspondence received.

**CONSENT AGENDA**

MOTION by Aldred, support by Knol, to remove consent agenda item #10 for discussion.

MOTION CARRIED 7-0.

Regarding consent agenda item #9:

Mayor Rich indicated that she will abstain from consent agenda item #9 *Recommended approval of the planning commission and zoning board of appeals per meeting pay increase request*, because her husband serves on the Zoning Board of Appeals.

Council expressed concern that the requested per meeting pay increase for Zoning Board of Appeals members and Planning Commissioners was 100%. However, the last increase was in 2000, when the pay per meeting went from \$40 to \$50 per meeting. Also, Planning

Commissioners and ZBA members put in quite a bit of time outside the regular meetings reviewing complex cases.

Discussion also focused on what other municipalities paid, this ranged from \$0.00 to \$100.00.

After discussion, the motion was amended as follows:

MOTION by Bruce, support by Knol, to amend the recommended approval of the Planning Commission and Zoning Board of Appeals per meeting pay increase request from \$100 to \$75.

Roll Call Vote:

Yeas: ALDRED, BRUCE AND KNOL

Nays: BOLEWARE, BRIDGES AND DWYER

Absent: NONE

Abstentions: RICH

MOTION FAILED 3-3-0-1.

MOTION by Boleware, support by Bridges, to approve consent agenda item #9 Recommended approval of the Planning Commission and Zoning Board of Appeals per meeting pay increase request as read.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, DWYER AND KNOL

Nays: BRUCE

Absent: NONE

Abstentions: RICH

MOTION CARRIED 5-1-0-1.

**CONSENT AGENDA ITEMS FOR DISCUSSION**

The following item was removed from the consent agenda for discussion:

**RECOMMENDED APPROVAL OF AMENDMENTS TO THE RULES OF THE CITY COUNCIL AND GUIDELINES OF CONDUCT.**

In order to more clearly represent what was discussed during the June 10 Study Session, Councilmember Aldred suggested adding the words "The use of" at the beginning of Section E.3.I.

MOTION by Aldred, support by Bruce, to approve the additional amendment to the Rules of the City Council and Guidelines of Conduct.

MOTION CARRIED 7-0.

MOTION by Aldred, support by Bruce, to approve the amendments to the Rules of the City Council and Guidelines of Conduct.

MOTION CARRIED 7-0.

MOTION by Knol, support by Boleware, to approve consent agenda items #11 through #19 as read.

Roll Call Vote:

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

MOTION CARRIED 7-0.

### **COUNCIL MEMBERS' COMMENTS AND ANNOUNCEMENTS**

Councilmember Dwyer asked for a moment of silence and a silent prayer for the tragic loss Sunday, June 23, of Oakland County Sheriff Deputy Brian Reckling, who was killed in the line of duty. He leaves behind a wife, three children, and his wife is currently pregnant with their fourth child. He added that the Farmington Hills Police Benevolent Association was formed 30 years ago to take care of these tragedies, and the association is going to assist the family with a \$5,000 donation.

Councilmember Boleware thanked Special Services for the Juneteenth celebration held last Wednesday June 19; it was a sold out show for the band Mollywoop!.

### **CITY MANAGER UPDATE**

City Manager Mekjian provided the following update:

- SiFi work continues in the City, with some calls still coming in from residents unhappy with what is going on as part of the project. Residents having issues are encouraged to reach out to the City Manager's Office and the City continues to work on SiFi regarding issues involved, especially communication issues.
- The Red Cross Blood Drive last week registered 73 donors, with 62 pints collected, enough to help 128 hospital patients at 40 area hospitals.

### **PUBLIC HEARING**

**PUBLIC HEARING AND CONSIDERATION OF THE INTRODUCTION OF AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF FARMINGTON HILLS, CHAPTER 34, ZONING CHAPTER TO AMEND THE ZONING MAP AND DISTRICT BOUNDARIES ESTABLISHED UNDER SECTION 34.3.2 TO REZONE AND RECLASSIFY THE PROPERTY LOCATED AT PARCEL ID 22-23-26-480-046, VACANT PROPERTY AT THE NORTHWEST INTERSECTION OF MIDDLEBELT ROAD AND ASTOR AVENUE FROM RA-4, ONE FAMILY RESIDENTIAL DISTRICT, AND P-1, VEHICULAR PARKING DISTRICT, TO RA-4, ONE FAMILY RESIDENTIAL DISTRICT; REZONING REQUEST 3-3-2024.**

Planning and Community Development Kettler-Schmult introduced Planning Consultant Boehm of Giffels Webster, who made the following points:

- The property is at the northwest corner of Middlebelt and Astor, just north of 9 Mile Road. The property is currently zoned P-1 Vehicular Parking; the request is for a rezoning to RA-4 One Family Residential. The property is just under a third of an acre, .29 acres.
- The petitioner is asking for the rezoning from P1 to the RA4 for the purpose of building a duplex under the major road frontage option that's available in the current zoning ordinance.

- The 2009 Master Plan designates the area as shopping center type business. Under the new future land use map, that land use designation will not exist. It will simply be commercial and that's how the property is indicated.
- The properties all to the north are designated for single family and that is consistent with the proposed zoning which is largely RA-4 as well. The lot size and area is sufficient for one single family home or a duplex.
- The 10 standards to consider for a rezoning are in the April 10 review letter. The criteria do appear to be met.

Owner Rane Jappaya was present to answer questions.

Mayor Rich opened the public hearing. No one came forward to speak and Mayor Rich noted that no one had submitted a request to speak on this item. Mayor Rich therefore closed the public hearing and brought the matter back to Council for discussion and/or a motion.

MOTION by Knol, support by Aldred, that the City Council of Farmington Hills hereby approves the INTRODUCTION of an ordinance amending the City Code of the City of Farmington Hills, Chapter 34, Zoning Chapter to amend the Zoning Map and district boundaries established under Section 34.3.2 to rezone and reclassify the property located at Parcel ID 22-23-26-480-046, vacant property at the northwest intersection of Middlebelt Road and Astor Avenue from RA-4, One Family Residential District, and P-1, Vehicular Parking District, to RA-4, One Family Residential District; Rezoning Request 3-3-2024.

Roll Call Vote:

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

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**PUBLIC HEARING AND CONSIDERATION OF AN AMENDMENT TO PUD 1, 2021, INCLUDING REVISED SITE PLAN 54-2-2021, COMFORT CARE SENIOR LIVING, LOCATED AT 31525 TWELVE MILE ROAD.**

Planning and Community Development Director Kettler-Schmult introduced Planning Consultant Boehm of Giffels Webster, who made the following points:

- Provided a review of the purpose and processes for a Planned Unit Development, which if approved would allow something that might not be permitted in the Zoning Ordinance, but as a planning tool is not to be used by an applicant or property owner as way to get around the requirements of the zoning ordinance.
- This project was approved in November 2021 as a conversion of a hotel to a mix of living spaces for older residents including assisted living and memory care and some independent units as well. The applicant has started some of the initial improvements on the property including the reconfiguration of what is now a shared drive.
- The applicant had indicated that they would like to convert all of the 131 units that were previously approved under the development agreement to independent living and provide 85 parking spaces. Because of these changes, the Planning Commission felt that this was a major

amendment and must go through process for a major change to a PUD agreement.

- Referencing her May 9, 2024 review letter, Planning Consultant Boehm summarized that the surrounding conditions are similar to the conditions in 2021 when this was originally approved, except that the adjacent restaurant is vacant at the moment.

The applicant was not present.

Mayor Rich opened the public hearing. No one came forward to speak and Mayor Rich noted that no one had submitted a request to speak on this item. Mayor Rich therefore closed the public hearing and brought the matter back to Council for discussion and/or a motion.

Council focused on the following concerns:

- Acknowledged that the request for 85 spaces represented 13 less spaces than required. This is not a major concern, especially as there appeared to be continued consensus that the city was overparked.
- Thought the change to all independent living was actually a good thing, as this would be a less intense use resulting in fewer emergency runs.
- Discussed what would happen if overflow parking was needed.
- Expressed concern that the area had not been taken care of during construction and presented a blighted appearance.
- The applicant was not present and could not answer questions.
- While the changes represented a major change to the PUD agreement in terms of use and parking spaces, the amendments themselves were minor in terms of the long-term use of the facility, and the changes will actually benefit the City, resulting in a less intense use on the site.
- There would be no age requirement for this facility, which would basically be a boarding house, with one- or two- bedroom units with no kitchen. While there will be a restaurant on site, nearby restaurants will also benefit.
- Council had no idea what the rents will be, and again, no one was present to answer questions.

Mayor Rich said she was not on Council when this project was approved, but she had made public comment at the time. She did not like the project then and does not like it now. This is not a good place for this use at the entrance to the City, and she was also concerned with the boarding house aspect. She did not see a public benefit to this PUD.

City Attorney Joppich pointed out that the applicant during the Planning Commission meeting affirmed they would be marketing to individuals 55 and older. Their goal is to have seniors living in this project. However, the facility would be open to all.

MOTION by Bruce, support by Knol, that the City Council of Farmington Hills hereby approves the application to amend PUD Plan 1, 2021, including Revised Site Plan 54-2-2021, dated March 25, 2024, subject to the following conditions:

- (1) Any conditions and requirements of the Planning Commission's May 16, 2024, motion recommending approval of the PUD plan and Giffels Webster's review shall be complied with or addressed to the satisfaction of the Planning and Community Development Department;

(2) Any conditions and requirements stated in the reviews of the City Engineer and City Fire Marshal shall be complied with or addressed to the satisfaction of the City Engineer and Fire Marshal;

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.

MOTION CARRIED 5-2 (Bridges and Rich opposed).

**UNFINISHED BUSINESS**

**CONSIDERATION OF APPROVAL OF THE ENACTMENT OF ORDINANCE C-6-2024 TO AMEND THE FARMINGTON HILLS CODE OF ORDINANCES, CHAPTER 34, "ZONING," ARTICLE 5.0, "SITE STANDARDS," SECTION 5.5, "SIGNS," TO INCLUDE A NEW SUBSECTION 3.A.IX.H ADDRESSING THE AREA OF ELECTRONIC DISPLAY AREAS, AND APPROVAL OF SUMMARY FOR PUBLICATION.**

City Planner Perdonik explained that this draft zoning text amendment is before Council for its second reading and consideration of enactment.

MOTION by Bridges, support by Boleware, that the City Council of Farmington Hills hereby approves the ENACTMENT of Ordinance C-6-2024 to amend the Farmington Hills Code of Ordinances, Chapter 34, "Zoning," Article 5.0, "Site Standards," Section 5.5, "Signs," to include a new Subsection 3.A.ix.h addressing the area of electronic display areas, and approval of summary for publication.

Roll Call Vote:

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

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**NEW BUSINESS**

**CONSIDERATION OF APPROVAL OF AN INTERLOCAL AGREEMENT FOR ADVANCED LIFE SUPPORT EMERGENCY MEDICAL SERVICES BETWEEN THE CITY OF FARMINGTON HILLS AND THE CITY OF FARMINGTON. CMR 6-24-62**

Fire Chief Unruh explained that during the month of December 2023, the Farmington Hills Fire Department was asked to provide a quote to the City of Farmington to provide Advanced Life Support Services. The services included the response to approximately 800 incidents annually. Advanced Life Support Services include responding to calls for service, evaluating and treating the sick and injured, and then transporting them to the appropriate hospital. A bid for \$275,000 annually was submitted to the City of Farmington in January 2024. The bid is broken down as follows: \$25,000 for administration fees, \$150,000 for response fees, \$100,000 for a capital share. Farmington City Council met on March 11, 2024 and approved the offer. Advanced Life Support Services commenced with the City of Farmington on March 15, 2024.

Council discussion focused on the following:

- The Fire Department has seen annual increases in runs for some time and is to the point where the Department is maxed out. Will the Department be able to handle this contract on an ongoing basis, and will the charges cover the costs?
- Chief Unruh said the costs cover Fire Department expenses, and EMS transport costs. This is a one-year contract. The contract will bring in the fees as stated, and the Department will obtain EMS charges from insurance companies as well. All costs and fees will be analyzed after one year.
- The Department does about 40 runs in a 24-hour period with basically four stations that are staffed 24 hours a day with advanced life support rigs. While this does max out Department services, they are not having to request mutual aid from its partners on a routine basis from fellow cities; the Department is able to handle the current run volume.
- The Agreement is the result of the City of Farmington wanting this service, and the ability of the City of Farmington Hills Fire Department to provide it, both in terms of equipment and proximity.
- The fees need to reflect the true cost of the service provided. Chief Unruh felt confident that this will occur.
- The City of Farmington has signed the contract. Their previous provider, Superior Ambulance, had an average response time of 10 minutes. Farmington Hills will provide an average response time of 3-5 minutes.

MOTION by Bridges, support by Dwyer, that the City Council of Farmington Hills hereby approves the Interlocal Agreement for Advanced Life Support Emergency Medical Services between the City of Farmington Hills and the City of Farmington.

MOTION CARRIED 7-0.

**CONSIDERATION OF APPROVAL OF A RESOLUTION CONSENTING TO THE ASSIGNMENT OF THE GREEN FOR LIFE ENVIRONMENTAL USA, INC. (GFL) WASTE HAULING AGREEMENT TO PRIORITY WASTE LLC. CMR 6-24-63**

Assistant City Manager Mondora, Superintendent of Public Services Shuler, and Michael Sapo, General Manager of Resource Recovery and Recycling Authority of Southeast Michigan (RASAC) were present on behalf of this agenda item.

- On June 6th the City received official notice that its waste hauling general contractor, Green for Life or GFL, intends to sell their Southeast Michigan residential solid waste collection business to Priority Waste, effective June 30th, 2024. This includes the Farmington Hills Waste Collection Contract. The City's agreement with GFL includes a provision for assignment of responsibilities and must be approved by the City to take effect.
- A resolution consenting to and approving the assignment of the City's Waste Hauling Agreement from GFL to priority waste is presented to the Board. RASAC and its board members, which include Farmington Hills staff, over the last several weeks have met extensively with Priority Waste and toured their truck yard, corporate headquarters, and operations hub. Both RASAC and the City Attorney's Office are recommending approval of this assignment.
- Priority has committed to honoring all aspects of the existing contract. Priority is acquiring the GFL trucks, the drivers, and many of the supervisors already working in in the Farmington Hills community. Collection schedules and route days will remain the same, as will the trash bins and

carts used by residents. There may be some route adjustments the first few months, and this may result in changes in the timing of the pickups.

- Priority's operations are fundamentally different than most haulers. They utilize vehicle tracking and camera systems on each truck to increase overall efficiencies, with 6 cameras on each truck. Their central hub/command center at their main office is impressive.
- Of the 8 RASAC communities currently serviced by GFL, 7 have approved this assignment.

MOTION by Bruce, support by Knol, that the City Council of Farmington Hills hereby approves the assignment of the City's waste hauling agreement from GFL Environmental to Priority Waste.

MOTION CARRIED 7-0.

**CONSIDERATION OF APPROVAL OF REQUEST FROM GROVES-WALKER POST NO. 346, AMERICAN LEGION, DEPARTMENT OF MICHIGAN, INC. FOR THE TRANSFER OF LOCATION OF A 2024 CLUB LICENSE WITH PERMITS TO 21023 FARMINGTON ROAD.**

Eric Welter, SAO commander and club room manager for this facility, was present to answer questions. He thanked the Council for paving the way for the Club to come to Farmington Hills.

MOTION by Knol, support by Bridges, that the City Council of Farmington Hills hereby recommends approval to the Michigan Liquor Control Commission for the request from Groves-Walker Post No. 346, American Legion, Department of Michigan, Inc. to transfer the location of a 2024 Club License with Sunday Sales (PM), Dance, and Outdoor Service Area permit, cancel the existing Outdoor Service Area; and new Outdoor Service Area and Entertainment Permits to 21023 Farmington Road.

Roll Call Vote:

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

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**CONSIDERATION OF APPROVAL OF REQUEST FROM PERFECT PAIRING LLC FOR A NEW TAVERN QUOTA LIQUOR LICENSE TO BE USED AT 38215 WEST TEN MILE ROAD, SUITE D4.**

Yolla Awad, owner of Perfect Pairing LLC, was present on behalf of this request for a new tavern quota liquor license to be used at 38215 W. 10 Mile Road. Ms. Awad said she wanted to share her knowledge of cheese and wine pairing with her customers. To do that, she needs to serve wine in her shop.

In response to questions, Ms. Awad provided the following information:

- She planned on doing wine tastings with wine and cheese pairings about once a week. About 10 people would attend each time.
- Ms. Awad could also serve wine at other times.

Commission comments and concerns focused on the following:

- What will happen to the quota license if Perfect Pairing goes out of business? City Attorney Joppich explained that the license would be put in escrow. The agreement with Perfect Pairing would require the liquor license be returned to the city if something should happen to this business. However, this request should be considered on the merits of this request.
- Perfect Pairing is open 7 days a week, 10am to 7pm, and Sundays 12pm to 5pm. The hours might be extended to 9pm if Council approves the license.
- Council was concerned relative to granting a quota license for this small business. This will be a Tavern Class C liquor license, yet this business does not necessarily meet the definition of that type of business. Ms. Awad said she needed a Class C license to serve a glass of wine, without the license, she can serve 2 ounces for tasting only.
- Council appreciated the type of business and service Ms. Awad was offering; however, several Councilmembers were concerned that providing a Tavern license out of the City's Class C quota licenses, was an overuse for this small business.

It was noted that approval of this request requires 5 affirmative votes.

MOTION by Bridges, support by Boleware, that the City Council of Farmington Hills hereby recommends approval to the Michigan Liquor Control Commission for the request from Perfect Pairing LLC Recipes, Inc. for a NEW Tavern Liquor License to be used at 38215 West Ten Mile Road, Suite D4, to be issued from the City's quota licenses available.

Roll Call Vote:

Yeas: BOLEWARE, BRIDGES, DWYER, KNOL AND RICH

Nays: ALDRED AND BRUCE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 5-2.

**AUTHORIZE THE CITY MANAGER AND CITY'S ATTORNEY TO PROCEED WITH THE SETTLEMENT OF THE REID V CITY OF FARMINGTON HILLS CASE IN THE MANNER RECOMMENDED BY THE CITY'S ATTORNEY IN CLOSED SESSION.**

MOTION by Bridges, support by Aldred, that the City Council of Farmington Hills hereby authorizes the City Manager and City's attorney to proceed with the settlement of the *Reid v City of Farmington Hills* case in the manner recommended by the City's attorney in closed session.

MOTION CARRIED 7-0.

**CONSENT AGENDA**

**RECOMMENDED ADOPTION OF THE REVISED CITY COUNCIL ANNUAL MEETING CALENDAR.**

MOTION by Knol, support by Boleware, that the City Council of Farmington Hills hereby adopts the revised City Council Annual Meeting Calendar.

Roll Call Vote:

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

Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED ADOPTION OF THE POLICY TO DEFER PAYMENT OF SANITARY SEWER AND WATER MAIN CONNECTION CHARGES FOR PROPERTIES SUBJECT TO TEMPORARY CONNECTION AGREEMENTS. CMR 6-24-64**

MOTION by Knol, support by Boleware, that the City Council of Farmington Hills hereby approves and adopts the Policy to Defer Payment of Sanitary Sewer and Water Main Connection Charges for Properties Subject to Temporary Connection Agreements.

Roll Call Vote:

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

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF EXTENSION OF BID FOR FLEET VEHICLE OUTFITTING SERVICES FOR PUBLIC SAFETY TO CANFIELD EQUIPMENT SERVICES THRU SEPTEMBER 30, 2025, WITH AN OPTION TO EXTEND. CMR 6-24-65**

MOTION by Knol, support by Boleware, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order for Fleet Vehicle Outfitting Services for Public Safety with Canfield Equipment Services for the remainder of the Washtenaw County initial contract, thru September 30, 2025, as well as the option to extend for an additional one (1) year term.

Roll Call Vote:

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

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF EMERGENCY REPAIR OF BROKEN KITCHEN SANITARY LINE AT THE COSTICK CENTER TO GUARDIAN PLUMBING IN THE AMOUNT OF \$20,000. CMR 6-24-66**

MOTION by Knol, support by Boleware, that the City Council of Farmington Hills hereby authorizes payment to Guardian Plumbing, for emergency repairs of the broken sanitary line and grease trap issue at the Costick Center, in the amount of \$20,000 (\$17,170 plus an estimated \$2,830 for additional replacement costs which will not be known until the broken sanitary pipe is excavated).

Roll Call Vote:

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

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A CAMP INSTRUCTOR.**

MOTION by Knol, support by Boleware, that the City Council of Farmington Hills that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Alexandria Lincourt as a Camp Instructor for the Special Services Department. Alexandria is related to Olivia and Kendra Lincourt, who work for Summer Day Camps for Special Services.

Roll Call Vote:

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

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A BUILDING ASSISTANT – THE HAWK.**

MOTION by Knol, support by Boleware, that the City Council of Farmington Hills that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Brandon Cole as a Building Assistant -The Hawk for the Special Services Department. Brandon is related to Sydney Cole, who is a Camp Counselor for Special Services.

Roll Call Vote:

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

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A SEASONAL PARKS LABORER.**

MOTION by Knol, support by Boleware, that the City Council of Farmington Hills that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Brooks Daniel as a Seasonal Parks Laborer for the Special Services Department. Brooks is related to Rowland Daniel, who is a Seasonal Parks Laborer for Special Services.

Roll Call Vote:

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

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL STUDY SESSION MEETING MINUTES OF JUNE 10, 2024.**

MOTION by Knol, support by Boleware, MOTION by Knol, support by Boleware, that the City Council of Farmington Hills that the City Council of Farmington Hills hereby approves the study session meeting minutes of June 10, 2024.

Roll Call Vote:

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

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL REGULAR SESSION MEETING MINUTES OF JUNE 10, 2024.**

MOTION by Knol, support by Boleware, MOTION by Knol, support by Boleware, that the City Council of Farmington Hills that the City Council of Farmington Hills hereby approves the regular session meeting minutes of June 10, 2024.

Roll Call Vote:

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

MOTION CARRIED 7-0.

**ADDITIONS TO AGENDA**

There were no additions to the agenda.

**PUBLIC COMMENTS**

Mayor Rich reviewed the process and rules relative to public comment.

Marleen Tulas, Historic District Commission, thanked Council for their support and advocacy for the maintenance of Spicer House, which is undergoing a roof replacement.

Edwin Matysiewicz, Barrington Green HOA, discussed issues with the DTE underground installation in his neighborhood. Assistant City Manager Mondora will follow up.

Erit Gill, Farmington Hills, discussed issues of terrorism in the world and the protests that have been occurring in Farmington Hills.

Angie Smith, Farmington Hills, discussed issues related to ongoing protests at Council meetings relative to the situation in Gaza.

Victoria Johnston, Farmington Hills, thanked Council for their professionalism during the ongoing protests at Council meetings; she supported Council focusing on doing the business of the City.

Caleb Johnston, Farmington Hills, also thanked Council for their professionalism and supported their decision to focus on doing the business of the City.

Mark Forshee, Farmington Hills, supported Council's decision to focus on the business of the City.

The following speakers addressed the situation in Gaza.

Sena Nasser, Farmington Hills

Idan Riek, Farmington Hills

Monya Krayem, Farmington Hills

Dr. Rantizi, Farmington Hills

Sophie, Farmington Hills

Mandy Leigh, Ferndale

Mariam Dukhan

Asize Smidi

Samayan

Afrah A., Farmington Hills

Peter Parastakis, Farmington Hills

Jenna

Saleh Al-sager, Farmington Hills

2 speakers did not give their name.

**ADJOURNMENT**

The regular session City Council meeting adjourned at 10:47PM.

Respectfully submitted,

Carly Lindahl, City Clerk