



City of the Village of Clarkston
Artemus M. Pappas Village Hall
375 Depot Road
Clarkston, Michigan 48346

Microsoft Teams Meeting: Join on your computer or mobile app.
Or go to www.teams.microsoft.com and enter the
Meeting ID: 250 622 918 581 51 and Passcode: Tr3fr7rd

Regular City Council Meeting Agenda – June 8, 2026, 7:00 PM

1. Call to Order:

2. Pledge of Allegiance:

3. Roll Call:

Mayor Wylie, Mayor Pro Tem Rodgers Council Members: Avery, Casey, Forte, Jones,
and Quisenberry

4. Approval of Agenda - Motion

5. Public Comments:

Individuals have the opportunity to address the City Council on topics not on the agenda for three minutes. In order to hear all Individuals comments at a reasonable hour, the City Council request that speakers respect the three-minute time limit. Note: this is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council.

6. FYI:

- a. Celebrating Clarkston Receiving the Governor's Award
- b. Zoning Board of Appeals Public Hearing on June 23rd
- c. 2026 Concerts in the Park Schedule

7. City Manager's Report

8. Oakland County Sheriff's Report for May

9. Consent Agenda:

Final Minutes of the May 11, 2026 Regular Meeting
Draft Minutes of the May 26, 2026 Regular Meeting

Treasurer's Report June 8, 2026

10. **Unfinished Business:**

- a. None

11. **New Business:**

- a. Resolution: America 250 Flag Decorations
- b. Resolution: Paid Parking Hours of Operation
- c. Resolution: City Planner Quote Comparison & Selection
- d. Resolution: 2026-2027 Fiscal Year Budget
- e. Resolution: 2026-2027 Fiscal Year Millage Rate

12. Adjourn Meeting

Only those matters that are on the agenda are to be considered for action.

People with disabilities needing accommodations for effective participation in this meeting should please contact Jonathan Smith, City Manager (248) 625-1559 in advance of the meeting. An attempt will be made to provide reasonable accommodations.

JOIN US IN

CELEBRATING



CLARKSTON

RECEIVING THE

GOVERNOR'S AWARD

FOR

Historic Preservation

FOR THE CLARKSTON HISTORIC DISTRICT
RESURVEY PROJECT

JUNE 26 • 4:00 PM

📍 **COMMUNITY MEETING ROOM**
AT THE LIBRARY



PUBLIC NOTICE

**City of the Village of Clarkston
Artemus M Pappas Village Hall
375 Depot Rd.
Clarkston, MI 48346**

ZONING BOARD OF APPEALS PUBLIC HEARING

Tuesday June 23, 2026, at 7:00 p.m.

The Zoning Board of Appeals will be holding a Public Hearing on Tuesday, June 23, 2026, at 7:00 PM to consider the following two variance requests:

- 1. A request to exceed the maximum 15' roof height (at center of roof) for a proposed detached garage at 59/63 Clarkston Road**
- 2. A request to reduce the required 25' total side setbacks for a vacant parcel at 138 N. Holcomb Road to 20'**

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 248-625-1559 at least 48 hours prior to the meeting. Staff will be pleased to make the necessary arrangements.

City Clerk, Angie Guillen

HOSTED BY THE CLARKSTON AREA CHAMBER OF COMMERCE

Presented By:

46th Annual

CONCERTS

in the Park



DATES AND MUSICIANS

FRIDAY
June 19th

6-7P | LOCAL TALENT: CARLEY LUSK
7-9P | HEADLINER: WHISKEY BUSINESS

FRIDAY
June 26th

6-7P | LOCAL TALENT: LISA MARY
7-9P | HEADLINER: Y'ALL BAND

FRIDAY
July 10th

6-7P | LOCAL TALENT: JASON LOCKE
7-9P | HEADLINER: SLOWFOOT

FRIDAY
July 17th

6-7P | LOCAL TALENT: ASHLEY PYLE
7-9P | HEADLINER: ONE TON TROLLEY



CLARKSTON
Area Chamber of Commerce

City of the Village of Clarkston
City Manager Report
June 8, 2026

Mill Pond Public Hearing

The Public Hearing scheduled for June 3rd to establish the legal lake level for the Clarkston Mill Pond and formally establish the special assessment district and its boundaries was rescheduled at the last minute. The new date will be Wednesday July 22nd.

ZBA Public Hearing June 23rd

The City's Zoning Board of Appeals will be holding a Public Hearing (open to all) on Tuesday, June 23rd at 7:00 PM to consider two recently received variance requests:

1. A request to exceed the maximum 15' roof height (at center of roof) for a proposed detached garage at 59/63 Clarkston Road
2. A request to reduce the required 25' total side setbacks for a vacant parcel at 138 N. Holcomb Road to 20'

Tree Planting

In a very long day this week, a record 16 trees were planted throughout the City by the staff of Wiegand's Nursery with guidance from the City staff. Five of the trees were warranty replacements for locations in the downtown blocks of Main Street.

NoHaz Collection Event June 13th

As a reminder, the second of four NoHaz Collection Events this summer is coming up on Saturday, June 13th from 8:00 AM to 1:00 PM, allowing residents to dispose of hazardous waste items for just \$15/carload (with the City paying the offsetting \$100.79/carload). This event will be held at the Oxford Middle School (1420 Lakeville Road). Please visit NoHaz.com to pre-register or obtain more information on the program.

Respectfully submitted, **Jonathan Smith, City Manager, June 4, 2026**



City of the Village of Clarkston
Artemus M. Pappas Village Hall
375 Depot Road
Clarkston, Michigan 48346

Final Minutes of the May 11, 2026, Regular City Council Meeting

1. Call to Order:

- The regular meeting of the City of the Village of Clarkston City Council was called to order by Mayor Wylie at 7:00 P.M.

2. Pledge of Allegiance:

- Mayor Wylie led the Pledge of Allegiance

3. Roll Call:

- Councilmembers Present: Mayor Wylie, Mayor Pro Tem Rodgers, Avery, Casey, Forte, Jones, and Quisenberry.
- Others Present: Jonathan Smith, City Manager, Angie Guillen, City Clerk, and Evelyn Bihl, Deputy Clerk.

4. Approval of Agenda:

- Motion by Rodgers, Support by Quisenberry, to approve the agenda as presented.
All Aye. Nay - None. MOTION CARRIED 7-0.

5. Public Comments:

- Public comment was held.

6. FYI:

- May 26th Public Hearing Notice for the 26/27 FY Budget Proposal

7. City Manager Report

- Governor's Award for Historic Preservation
- Insource or Outsource Pothole Patching
- City Manager Dashboard
- Possible Ordinance for e-Bikes and Scooters
- Light Post Decoration Mock-up

8. Consent Agenda

- Final Minutes of the April 13, 2026, Regular Meeting

- Draft Minutes of the April 27, 2026, Regular Meeting
- Treasurer's Report May 11, 2026

Motion by Rodgers, Support by Avery, to approve the Consent Agenda as presented. All Aye.
Nay – None. MOTION CARRIED 7-0

9. **Unfinished Business:**

- a. None

10. **New Business:**

- a. Motion: Chamber of Commerce Light Post Decoration Proposal for June-July

Motion by Jones, Support by Avery, to approve the Chamber's light post decoration plans as proposed for the months of June and July 2026.

VOTE: Forte – No, Jones – Yes, Quisenberry – Yes, Rodgers– Yes, Wylie – Yes, Avery – Yes, and Casey – No. MOTION CARRIED 5-2.

- b. Resolution: MDOT Category B Grant Agreement for E. Church Paving

Motion by Avery, Support by Quisenberry, that the City of the Village of Clarkston hereby authorizes Mayor Sue Wylie and City Manager Jonathan Smith to sign and execute the MDOT agreement (Contract Number 26-5171) subject to the terms of the contract that was presented.

VOTE: Wylie – Yes, Rodgers – Yes, Quisenberry – Yes, Avery – Yes, Casey – Yes, Forte – Yes, and Jones - Yes. MOTION CARRIED, 7-0.

- c. Resolution: Carlisle-Wortman Associates 3-year Agreement Renewal

Motion by Forte, Support by Avery, to table the resolution until June 8, 2026. VOTE: Avery – Yes, Casey – Yes, Forte – Yes, Jones – Yes, Quisenberry – Yes, Rodgers – Yes, and Wylie - Yes. MOTION CARRIED, 7-0.

- d. Resolution: Parking Lot Sealcoating & Restriping Quote

Motion by Forte, Support by Rodgers, to table the resolution until the next meeting. All Aye.
Nay - None. MOTION CARRIED, 7-0.

11. Motion: Adjourn Meeting at 8:11 P.M.

- Motion by Quisenberry, Support by Rodgers to adjourn. VOTE: All Aye. Nay – None. MOTION CARRIED 7-0.

Respectfully Submitted by Angie Guillen, City Clerk.



City of the Village of Clarkston
Artemus M. Pappas Village Hall
375 Depot Road
Clarkston, Michigan 48346

Draft Minutes of the May 26, 2026, Regular City Council Meeting

1. Call to Order:

- The regular meeting of the City of the Village of Clarkston City Council was called to order by Mayor Wylie at 7:00 P.M.

2. Pledge of Allegiance:

- Mayor Wylie led the Pledge of Allegiance

3. Roll Call:

- Councilmembers Present: Mayor Wylie, Mayor Pro Tem Rodgers, Avery, Forte, Jones, and Quisenberry.
- Councilmembers Absent: Casey
- Others Present: Jonathan Smith, City Manager, Angie Guillen, City Clerk, and Evelyn Bihl, Deputy Clerk.

4. Approval of Agenda:

- Motion by Avery, Support by Jones, to approve the agenda as presented.
All Aye. Nay - None. MOTION CARRIED 6-0.

5. Public Comments:

- Public comment was held.

6. FYI:

- Mill Pond Public Hearing June 3rd

7. City Manager Report

- DPW Truck Lease
- Office Computer Server

8. Consent Agenda

- Final Minutes of the April 27, 2026, Regular Meeting
- Draft Minutes of the May 11, 2026, Regular Meeting
- Treasurer's Report May 26, 2026

Motion by Rodgers, Support by Quisenberry, to approve the Consent Agenda as presented. All Aye. Nay – None. MOTION CARRIED 6-0

9. **Unfinished Business:**

a. Resolution: Parking Lot Sealcoating and Restriping

Motion by Forte, Support by Rodgers, that the City of the Village of Clarkston hereby authorizes the City Manager to contract with Lower Peninsula Striping and Sealcoating, LLC to clean, repair, crack-fill, sealcoat and restripe the City's Washington & Main, Depot Road, and Depot Road Angle parking lots at a not-to-exceed cost of 12,426.75, to be funded by the City's Parking Fund (231-000-001.000) designated for road, sidewalk and parking lot maintenance. With amendments to the Resolution to reflect Lower Peninsula Striping and Sealcoating, total amount of \$11,835.00 plus 5% contingency allowance for possible unforeseen issues. VOTE: Jones – Yes, Quisenberry – Yes, Rodgers – Yes, Wylie – Yes, Avery – Yes, and Forte - Yes. MOTION CARRIED, 6-0.

10. **New Business:**

a. Motion: Hourly Parking Fee Change

Motion by Forte, Support by Quisenberry, that the City of the Village of Clarkston hereby authorizes the City Manager to change the hourly parking fee in the City's Washington & Main and Depot Road parking lots from \$1.00 per hour to \$1.50 per hour as soon as possible. The existing hours of operation shall remain unchanged: 4:00 to 9:00 Mon-Fri, 11:00AM to 9:00 PM on Saturday, and FREE on Sunday and Holidays.

VOTE: Rodgers - Yes, Quisenberry - Yes, Jones - Yes, Forte - Yes, Avery - Yes, and Wylie - Yes. MOTION CARRIED 6-0.

11. **Public Hearing:**

- a. Open the Public Hearing
- b. Call to Order
- c. Presentation of the 2026/2027 Fiscal Year Budget Proposal
City Manager Smith gave an in-depth presentation of the 2026/2027 Fiscal Year Budget
- d. Public Comments on the Budget Proposal
- e. Close the Public Hearing at 8:50p.m.
- f. Reopened the Public Hearing at 8:51p.m.
- g. Close the Public Hearing at 8:53p.m.

Reconvene the Regular City Council Meeting at 8:53p.m.

12. Motion: Adjourn Meeting at 8:53 P.M.

- Motion by Rodgers, Support by Avery to adjourn. VOTE: All Aye. Nay – None. MOTION CARRIED 6-0.

Respectfully Submitted by Angie Guillen, City Clerk.

TREASURER'S REPORT FOR CITY COUNCIL MEETING:

6/8/2026

Treasurer's Report:

I. Disbursements from 05/01/2026 - 05/31/2026

101 General Fund	\$	16,671.21
202 Major Streets	\$	-
203 Local Street	\$	-
220 Mill Pond Lake	\$	-
231 Parking Meter Fund	\$	1,046.94
236 Friends of Depot Park	\$	-
301 GO Bond Debt	\$	-
401 Capital Projects Fund	\$	-
590 Sewer Fund	\$	79,180.72
591 Water Fund	\$	-
703 Tax Fund	\$	-
Total	\$	96,898.87

II. Invoices for review and payment approval

Building (TBD)	\$	-
Carlisle Wortman - Master Plan, Bldg Adm, Planner & Other	\$	-
HRC MS4 Permitting	\$	-
HRC Professional Services April 2026	\$	-
Jerry / Kristin - Professional Services (April 2026 Invoice)	\$	540.00
Jerry / Kristin - Professional Services Court (April 2026 Invoice)	\$	30.00
Total	\$	570.00

III. Other Checks for Review

	\$	-
	\$	-
	\$	-
	\$	-
Total	\$	-
GRAND TOTAL	\$	97,468.87

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
CHECK DATE FROM 05/01/2026 - 05/31/2026
Banks: GEN, LOCAL, MAJOR, MILL, PARK, SEWER, TAX

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL								
05/05/2026	GEN	12295	5/5/2026	CITY OF THE VILLAGE OF CLARK	SEWER & WATER-VH	924.000	265	188.02
05/05/2026	GEN	12296	5/5/2026	COMCAST	TELEPHONE	850.000	172	555.30
05/05/2026	GEN	12297	200495881839	DTE ENERGY	DTE STREET LIGHTING	926.000	448	2,005.61
05/05/2026	GEN	12298	200429	GREAT LAKES ACE HARDWARE	PARK MATERIALS	728.000	265	82.49
05/05/2026	GEN	12299	400869	VIEW NEWSPAPER GROUP	PUBLICATIONS	901.000	215	174.00
05/05/2026	GEN	12300	5/21/2026	DTE ENERGY	DETROIT EDISON-VH	920.000	265	26.01
			05/21/2026		DETROIT EDISON-VH	920.000	265	236.35
			5/21/2026		DTE UPPER PARKING LOT	923.000	265	26.56
			5/21/2026		DTE UPPER PARKING LOT	923.000	265	203.53
			5/21/2026		DTE UPPER PARKING LOT	923.000	265	17.41
			5/21/2026		DTE DEPOT PARK	923.001	265	38.55
			CHECK GEN 12300 TOTAL FOR FU					
05/06/2026	GEN	12301	75770	CHARTER TOWNSHIP OF INDEPEND	VEHICLES - GAS & OIL	862.000	446	59.70
05/07/2026	GEN	12302	86912	BEDROCK EXPRESS LTD	PARK MATERIALS	728.000	265	60.00
05/07/2026	GEN	12303	201899475948	CONSUMERS ENERGY	VH - UTILITIES CONSUMERS	921.000	265	162.75
05/07/2026	GEN	12304	5073175457	RICOH USA, INC	SUPPLIES	726.000	172	244.13
05/07/2026	GEN	12305	INV006900	HART INTERCIVIC, INC	SUPPLIES	726.000	262	144.00
05/11/2026	GEN	12306	6522	WEBUILDFUN INC	PARK MATERIALS	728.000	265	307.80
05/12/2026	GEN	12307	0237453	HUBBELL ROTH & CLARK INC	ENGINEERING SERVICES	810.001	701	1,948.06
			0237452		ENGINEERING SERVICES	810.001	701	174.16
			CHECK GEN 12307 TOTAL FOR FU					
05/12/2026	GEN	12308#	05/22/2026	ELAN FINANCIAL SERVICES	DUES & CONFERENCES	958.000	101	54.00
			05/22/2026		TECHNOLOGY/INTERNET EXPENSE	852.000	172	21.19
			05/22/2026		DUES & CONFERENCES	958.000	172	3.35
			05/22/2026		PARK MATERIALS	728.000	265	3.99
			05/22/2026		MATERIAL & OUTSIDE LABOR-PICKUP TR	861.001	446	10.00
CHECK GEN 12308 TOTAL FOR FU							92.53	
05/12/2026	GEN	12309	068-1879098	THE FLYING LOCKSMITHS DETROI	BUILDING MAINTENANCE-VH	931.000	265	220.00
05/13/2026	GEN	12310	1222840722	NET2PHONE GLOBAL SERVICES, L	TELEPHONE EXPENSE	850.000	172	199.62

06/03/2026 05:46 PM
User: TREASURER2
DB: Clarkston

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON

Page 2/4

CHECK DATE FROM 05/01/2026 - 05/31/2026

Banks: GEN, LOCAL, MAJOR, MILL, PARK, SEWER, TAX

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL								
05/13/2026	GEN	12311	5/13/2026	FISHER CONSULTING	LEGAL FEES	803.000	266	5,040.00
05/14/2026	GEN	12312	87044	BEDROCK EXPRESS LTD	PARK MATERIALS	728.000	265	15.00
05/19/2026	GEN	12313	96570739	TERMINIX EHRlich	VH - BLDG MAINT	931.000	265	80.48
05/19/2026	GEN	12314	110037041	RICOH USA INC	RICOH COPIER LEASE	941.000	172	86.97
05/19/2026	GEN	12315	261290044605	BLUE CARE NETWORK	HEALTH INSURANCE	712.000	441	1,618.20
05/20/2026	GEN	12316	5/20/2026	CHARTER TOWNSHIP OF INDEPEND	DUE TO INDEPENDENCE TOWNSHIP	226.000	000	481.18
05/21/2026	GEN	12317	1216817076	ADT	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	172	286.80
05/26/2026	GEN	12318	1207	CLINTON RIVER WATERSHED COUN	CLINTON RIVER WATERSHED EXPENSES	956.002	569	1,000.00
05/26/2026	GEN	12319	2557208	MML WORKER'S COMP FUND	WORKMAN'S COMPENSATION	722.000	172	896.00
Total for fund 101 GENERAL								16,671.21

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CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON

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CHECK DATE FROM 05/01/2026 - 05/31/2026

Banks: GEN, LOCAL, MAJOR, MILL, PARK, SEWER, TAX

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 231 PARKING METER FUND								
05/05/2026	PARK	1393	074488	TRAFFIC & SAFETY CONTROL SYS	MISC EXPENSE	955.000	172	50.00
05/07/2026	PARK	1394	7000837	T2 SYSTEM CANADA INC	MISC EXPENSE	955.000	172	110.00
05/11/2026	PARK	1395	INV-1060354	PASSPORT LABS, INC	MISC EXPENSE	955.000	172	549.52
			INV-1060495		MISC EXPENSE	955.000	172	260.00
				CHECK PARK 1395 TOTAL FOR FU				809.52
05/12/2026	PARK	1396	05/22/2026	ELAN FINANCIAL SERVICES	MISC EXPENSE	955.000	172	7.00
05/26/2026	PARK	1397	267033911	T-MOBILE	PHONE EQUIPMENT	760.000	172	70.42
				Total for fund 231 PARKING METER FUND				1,046.94

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DB: Clarkston

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON

Page 4/4

CHECK DATE FROM 05/01/2026 - 05/31/2026

Banks: GEN, LOCAL, MAJOR, MILL, PARK, SEWER, TAX

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 590 SEWER								
05/07/2026	SEWER	2182	020-00523-001	CHARTER TOWNSHIP OF INDEPEND	CLINTON/OAKLAND SEWER QTRLY	814.000	536	59,108.26
			020-00523-001		QTLY VILLAGE SEWER CHARGES	814.001	536	19,996.64
				CHECK SEWER 2182 TOTAL FOR F				79,104.90
05/26/2026	SEWER	2183	CIN-0007665	GREAT LAKES WATER AUTHORITY	IWC CHARGES IND TWP	814.002	536	75.82
				TOTAL - ALL FUNDS	Total for fund 590 SEWER			79,180.72
								96,898.87

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

✓

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.
27555 Executive Drive, Suite 250
Farmington Hills, MI 48331
(248) 489-4100 Tax ID# 38-3107356

May 12, 2026

Seal

City of the Village of Clarkston
Attn: Jonathan Smith, City Manager
375 Depot Road
Clarkston, MI 48346

Invoice # 1085635

In Reference To: General Legal Services as Assistant City Attorney

Professional Services Rendered Through April 30, 2026

		<u>Hrs/Rate</u>	<u>Amount</u>	
4/7/2026	KBK	Multiple correspondence with J. Smith regarding review of P25 Radio System User Agreement with Oakland County	0.10 150.00/hr	15.00 ✓
4/9/2026	KBK	Review of P25 Simulcast Agreement with Oakland County; Preparation of correspondence to Council; Preparation of draft Resolution approving Agreement; Multiple correspondence with J. Smith regarding same	2.20 150.00/hr	330.00 ✓
4/30/2026	KBK	Multiple correspondence with J. Smith regarding public release of Freedom of Information Act requests	0.10 150.00/hr	15.00 ✓

Subtotal: [2.40 360.00]

For professional services rendered 2.40 \$360.00

JS

RECEIVED
MAY 18 2026

BY:

Rosati, Schultz, Joppich & Amtsbuechler, P.C.

✓

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.
27555 Executive Drive, Suite 250
Farmington Hills, MI 48331
(248) 489-4100 Tax ID# 38-3107356

May 12, 2026

City of the Village of Clarkston
Attn: Jonathan Smith, City Manager
375 Depot Road
Clarkston, MI 48346

Invoice # 1085636

In Reference To: Richard Bisio vs. Vilage of Clarkston (2nd Suit)
Oakland County Circuit Court Case No. 25-214780-AA

Professional Services Rendered Through April 30, 2026

		<u>Hrs/Rate</u>	<u>Amount</u>	
4/1/2026	KBK	Appearance in court for show cause hearing as to Defendant Bisio	0.70 150.00/hr	105.00 ✓
	KBK	Correspondence to J. Smith regarding issuance of stay and status of all appeals	0.20 150.00/hr	30.00 ✓
	KBK	Receipt/review of Order Staying Case (2nd Oakland County Circuit Court appeal); Correspondence to Assistant Attorney General Grill forwarding Order	0.20 150.00/hr	30.00 ✓
4/2/2026	KBK	Receipt/review of Notice to Appear for Status Conference	0.10 150.00/hr	15.00 ✓

Subtotal:

[1.20 180.00]

For professional services rendered

1.20 \$180.00

RECEIVED
MAY 18 2026

BY:

Rosati, Schultz, Joppich & Amtsbuechler, P.C.

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.
27555 Executive Drive, Suite 250
Farmington Hills, MI 48331
(248) 489-4100 Tax ID# 38-3107356

May 12, 2026

City of the Village of Clarkston
Attn: Jonathan Smith, City Manager
375 Depot Road
Clarkston, MI 48346

Invoice # 1085637

In Reference To: Prosecutions

Professional Services Rendered Through April 30, 2026

	<u>Hrs/Rate</u>	<u>Amount</u>	
4/23/2026 KBK Receipt/review of Judge Kostin's docket for May 6, 2026	0.10 150.00/hr	15.00	✓
4/27/2026 KBK Receipt/review of Notice of Appearance and Request for Formal Hearing regarding <i>People v Myziuk</i>	0.10 150.00/hr	15.00	✓

Subtotal:

[0.20 30.00]

For professional services rendered

0.20 \$30.00

RECEIVED
MAY 18 2026

BY:

Rosati, Schultz, Joppich & Amtsbuechler, P.C.

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Resolution - U.S. Flags for Downtown Light Posts

WHEREAS, for this year's America 250 celebration (and beyond) the possibility to add U.S. Flags to the City's downtown light posts has been discussed, and;

WHEREAS, the attached schedule summarizes the three quotes obtained for 38 sets of flags and mounting hardware, and;

WHEREAS, if approved, the City's DPW staff would install the flags and hardware using the City's hydraulic lift, and;

NOW THEREFORE, BE IT RESOLVED that the City of the Village of Clarkston hereby authorizes the City Manager to purchase and install the 38 U.S. flags from the low-cost supplier (Freedom and Glory) for \$3,297.22 to be paid from the City's fund balance.

Resolved by _____ and supported by _____.

Avery	Casey	Forte	Jones	Quisenberry	Rodgers	Wylie	Totals
☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes
☐ No	☐ No	☐ No	☐ No	☐ No	☐ No	☐ No	☐ No
☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain
☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent

☐ Resolution is Adopted

☐ Resolution is Defeated

Angela Guillen, City Clerk

June 8, 2026

Date



FREEDOM AND GLORY™

Quote

#Q72744

P.O. Box 736831
Dallas, TX 75373-6831
United States

6/1/2026

of

Bill To
City Of Village Of Clarkston
375 Depot Rd
CLARKSTON MI 48346-1418
United States

Ship To
City Of Village Of Clarkston
375 Depot Rd
CLARKSTON MI 48346-1418
United States

Expires
7/1/2026

Sales Rep
Jeffrey Greene

Shipping Method
FedEx Ground®

Quantity	Item	Options	Rate	Amount
38	AC1326ST PREMOUNT- 6' SPINNING SILVER BALL TOP WITH 3X5' FLAG	Flag Pole Color: Silver Finish	\$58.99	\$2,241.62
38	AC805 STAINLESS STEEL BAND- 40" LENGTH		\$7.99	\$303.62
38	AC810 MULTI-PURPOSE HOLDER WITH THUMBSCREW		\$17.99	\$683.62

Subtotal	\$3,228.86
Shipping Cost	\$68.36
Discount	
Tax Total (%)	\$0.00
Total	\$3,297.22

Flags USA

765 Kimberly Dr
Carol Stream, IL 60188-9407
USA
(800) 369-8085
Info@FlagsUSA.com
www.FlagsUSA.com



Estimate

ADDRESS	SHIP TO	ESTIMATE	SO-QBS-10239
Jonathan Smith	Jonathan Smith	DATE	06/01/2026
City of Clarkston	City of Clarkston		
375 Depot Rd	375 Depot Rd		
Clarkston, MI 48346	Clarkston, MI 48346		

QTY	SKU	DESCRIPTION	RATE	AMOUNT
38	acoPoleSpin6Silver	Spinning Aluminum Flagpole 6' Silver	50.00	1,900.00 T
38	acoBracketBandSlot Silver	Bracket for Spinning Flagpole - With Banding Slot - Aluminum Silver	22.00	836.00T
38	acoBanding39	Stainless Steel Banding 39 1/2"	19.00	722.00T
38	usfHG03x05N	American Flag - Standard Nylon - For Outdoor Use 3' x 5'	36.00	1,368.00 T
1	Discount20	Discount20	-965.20	-965.20T
1	Shipping Charge	Shipping Charge Shipping Charge	97.34	97.34T
SUBTOTAL				3,958.14
TAX				0.00
TOTAL				\$3,958.14

Accepted By

Accepted Date



Quote #D20442
Jun 3, 2026

SHIPPING ADDRESS

Jonathan Smith
375 Depot Rd
Clarkston MI 48346
United States
Tel. +12489093380

CUSTOMER

Jonathan Smith
375 Depot Rd
Clarkston MI 48346
United States

PAYMENT

Pay online

SHIPPING METHOD

Standard

ITEMS		PRICE	TAX	QTY	ITEM TOTAL
	Streetscape Mounting Kit No Flag (310164)	\$104.16	\$0.00	38	\$3,958.08
	Ultra Heavy Duty American Flag - 2-ply Polyester - Made In USA 3x5ft SKU: FFSKU-000239	\$52.50	\$0.00	38	\$1,995.00

Discount
Bulk Order -\$297.65

Subtotal \$5,655.43

Shipping \$0.00

Michigan State
Tax 0.0% \$0.00

TOTAL (USD) \$5,655.43

Thank you for shopping with us!

Federal Flags, LLC

2035 Baker Ct, Kennesaw, GA, 30144, United States
info@federalflags.com
www.federalflags.com

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Resolution - Paid Parking Hours of Operation

WHEREAS, the Clarkston paid parking hours of operation initially set by City Council in early 2018 remain in effect today: 4:00 PM to 9:00 PM Mon-Fri, 11:00 AM to 9:00 PM Sat, and Free on Sundays and Holidays, and;

WHEREAS, in the May 26, 2026 City Council meeting a resolution was passed to increase the hourly parking fee from \$1.00 per hour to \$1.50 per hour at which time it was suggested that Council also consider an increase in the hours of operation, and;

WHEREAS, the City Staff has completed a cursory search of the hours of operations of other Paid Parking systems in the Detroit area, finding 9:00 AM to 9:00 PM, Mon-Sat (free on Sunday) as the most common, and;

WHEREAS, it is not possible to forecast the projected revenue increase because, historically, parking usage has not been proportionate throughout the day, and;

NOW THEREFORE, BE IT RESOLVED that the City of the Village of Clarkston hereby authorizes the City Manager to change the City's Paid Parking hours of operation to _____ as soon as possible.

Resolved by _____ and supported by _____.

Avery	Casey	Forte	Jones	Quisenberry	Rodgers	Wylie	Totals
☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes
☐ No	☐ No	☐ No	☐ No	☐ No	☐ No	☐ No	☐ No
☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain
☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent

☐ Resolution is Adopted

☐ Resolution is Defeated

Angela Guillen, City Clerk

June 8, 2026

Date

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Resolution - City Planning Services

WHEREAS, for many years, the City of the Village of Clarkston has utilized Carlisle-Wortman Associates (CWA) to provide planning services to the City, and;

WHEREAS, in the May 11th City Council meeting a 3-year renewal of the CWA agreement was presented for approval, but a request was made to first obtain quotes from two other Planning Services providers, and;

WHEREAS, the attached schedule summarizes the three quotes, and;

NOW THEREFORE, BE IT RESOLVED that the City of the Village of Clarkston hereby authorizes the City Manager to renew or initiate a Planning Services agreement with _____.

Resolved by _____ and supported by _____.

Avery	Casey	Forte	Jones	Quisenberry	Rodgers	Wylie	Totals
☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes
☐ No	☐ No	☐ No	☐ No	☐ No	☐ No	☐ No	☐ No
☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain
☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent

☐ Resolution is Adopted

☐ Resolution is Defeated

Angela Guillen, City Clerk

June 8, 2026

Date

City of the Village of Clarkston - Comparison of Bids

Subject: City Planner Services

Quote#	Company, Location	Quoted Price				Specifications / Comments
		Hourly Fees Range (various levels of planner skills/experience)			Master Plan Review	
		2026	2027	2028		
1	Carlisle Wortman Associates, Ann Arbor, MI	\$95 to \$165	\$100 to \$172	\$105 to \$179	Hourly billing	Provide Hourly fees for Planning Services and Consultation
2	OHM Detroit, MI	\$85 to \$193	\$88 to \$200	\$91 to \$207	\$2,800.00	
3	Giffels Webster Detroit, MI	\$85 to \$165	TBD	TBD	\$1,560.00	

June 4, 2026



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

AGREEMENT FOR CONSULTING SERVICES

THIS AGREEMENT, Entered into this ____ day of _____, by The City of the Village hereinafter referred to as the "Client" and Carlisle|Wortman Associates, Inc. hereinafter referred to as the "Consultant."

WHEREAS, The Client desires to engage the Consultant to provide assistance in planning, plan review, and zoning compliance review services.

NOW, THEREFORE, In consideration of the foregoing, and of the mutual agreement set forth below, the parties agree for themselves and their respective successors and assigns as follows:

SECTION 1.0

PLANNING AND ZONING SERVICES

The Consultant for its part agrees to provide planning, plan review, and zoning compliance consulting services in accordance with a Scope of Work as requested by the Client.

SECTION 2.0

COLLECTION OF DATA

The Client will cooperate with the Consultant in the collection of basic data and other information for the above work, including the transmittal of base maps in GIS or AutoCAD files, if available.

SECTION 3.0

PAYMENT FOR SERVICES

- 3.1 For Planning and Zoning Services** requested by the Client the Consultant shall be paid in accordance with the hourly rates depicted in **Attachment I**.
- 3.2 Terms of Payment** - The Consultant shall present the Client with an itemized invoice each month based on work performed in the previous month. Invoices shall be paid within thirty (30) days after receipt by the Client.

SECTION 4.0

REPRESENTATION

Benjamin Carlisle will represent the Consultant and **Jonathan Smith** will represent the Client in all matters pertaining to this Agreement. From time to time, the Consultant may use additional personnel within the firm or sub-consultants to assist in the execution of matters pertaining to this Agreement.

Benjamin R. Carlisle, *President* John L. Enos, *Vice President* Douglas J. Lewan, *Principal*
David Scurto, *Principal* Sally M. Elmiger, *Principal* R. Donald Wortman, *Principal* Craig Strong, *Principal*
Paul Montagno, *Principal*, Megan Masson-Minock, *Principal*, Laura Kreps, *Principal*
Richard K. Carlisle, *Past President/Senior Principal*

SECTION 5.0**OWNERSHIP OF MATERIALS**

- 5.1** Any work product, materials, and documents produced by the Consultant pursuant to this Agreement shall be and remain property of Client and shall not be made subject to any copyright unless authorized by Client. the Consultant hereby assigns to Client the copyright to all works prepared, developed, or created pursuant to the services outlined in this Agreement, including the rights to: (1) reproduce the work; (2) prepare derivative works; (3) distribute copies to the public by sale, rental, lease, or lending; (4) perform the works publicly; and (5) to display the work publicly. the Consultant waives its right to claim authorship of the works, to prevent its name from being used in connection with the works, and to prevent distortion of the works.
- 5.2** The Consultant will be provided with a copy of the Client's Freedom of Information Act ("FOIA") policy. Client is responsible for responses to FOIA requests, and the Consultant shall not directly respond to any third parties regarding any received FOIA requests. Upon receipt of a FOIA request, the Consultant shall immediately give that request to the Client Clerk. the Consultant shall provide specific information requested by Client for response to the FOIA request by the date and time requested by the Client Clerk or in a specific format if so requested by the Client Clerk.
- 5.3** If the Consultant receives a claim for damages, a summons or complaint, a subpoena or other document concerning a request for money damages, a threat of a lawsuit, or any court action proceeding, the Consultant shall immediately hand deliver these documents to the Client Clerk.
- 5.4** In the event of litigation, Client acknowledges that the Consultant can only produce information or materials requested at any point in the litigation process with authorization from the Client Attorney or designated Legal Counsel. Client agrees to defend the Consultant against any and all claims when the Consultant is operating under the direction of the Client Attorney, or other designated Legal Counsel, regarding such matters.

SECTION 6.0**INSURANCE AND LIMITATION OF LIABILITY**

- 6.1** During the term of this Agreement, the Consultant agrees to procure and maintain in effect insurance policies naming the Client as an "Additional Insured" in the amounts and with the types of coverage shown below:
1. Professional liability insurance protecting the Consultant and its employees in an amount not less than \$2,000,000.
 2. Workers Compensation Insurance in the form and amount required by Michigan law.
 3. Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$2,000,000 per occurrence and/or aggregate combined single limit, Personal Injury, Bodily Injury and Property Damage.
- 6.2** The Client and the Consultant shall have no liability to each other for any claim relating to this Agreement in excess of the fees and expenses paid to the Consultant except pursuant to indemnification obligations concerning third party claims under Section 7.0. In no event shall the Client and the Consultant be liable to each other for indirect, special, incidental, or consequential

damages, even if the Client and the Consultant have been advised of the possibility of such damages. Except as otherwise specifically provided in this Agreement, neither party's liability to the other party under this Agreement shall exceed the total amounts paid or payable by the Client under this agreement.

SECTION 7.0**INDEMNIFICATION**

The Consultant shall not be liable to the Client for any loss incurred by third parties in the performance of services hereunder unless caused by the Consultant's willful misconduct or negligence. To the extent permitted by law, the Client agrees to indemnify and defend the Consultant from and against any damages, claims or suits by third parties against the Consultant arising from the performance of the Consultant's services hereunder unless caused by the Consultant's willful misconduct or negligence.

SECTION 8.0**GENERAL PROVISIONS**

- 8.1 The Exhibits attached to and referenced in this Agreement are incorporated into this Agreement by reference and expressly made an integral and component part of this Agreement for all purposes and shall be binding upon the Parties. References to any Exhibit in this Agreement shall be deemed to include this reference and incorporation.
- 8.2 Any notice under this Agreement shall be addressed and directed to the representatives of the Parties identified in Section 4.0.
- 8.3 The headings contained in this Agreement are for convenience in reference and are not intended to define or limit the scope of any provision of this Agreement.
- 8.4 This Agreement is intended solely for the mutual benefit of the Parties hereto, and there is no intention, expressed or otherwise, to create any rights or interest for any party or person other than the Parties.
- 8.5 The Consultant shall perform the services under this Agreement as an independent contractor and shall not be deemed by virtue of this Agreement to have entered into any partnership, joint venture, employer/employee or other relationship with Client other than as a contracting party and independent contractor. Employees of the Consultant shall not be deemed to be employees of Client for purposes of compensation, fringe benefits, workers' compensation, unemployment compensation, minimum wage laws, income tax withholding, social security, or any other purpose.
- 8.6 The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. the Consultant will take affirmative action to ensure applicants are employed, and employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

- 8.7** Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to Client, its officials, employees, contractors, agents, volunteers, or any other person acting on behalf of Client and, in particular, governmental immunity afforded or available pursuant to the Michigan Governmental Immunity Act, MCL 691.1401, *et. seq.*
- 8.8** This Agreement constitutes the entire agreement between the Parties, and all prior discussion, agreements and understandings, whether verbal or in writing, are merged into this Agreement.
- 8.9** If any section, subsection, clause, phrase or portion of this Agreement is for any reason held invalid, unlawful, or unconstitutional by any court of competent jurisdiction, that portion shall be considered a separate, distinct and independent portion of this Agreement, and the remaining portions of this Agreement shall remain in full force and effect.

SECTION 9.0**TERMS OF AGREEMENT**

The term of this Agreement shall be for a period from **April 1 , 2025 through March 31, 2028** unless mutually extended.

This Agreement may be terminated by either the Client or Consultant individually or jointly upon sixty (60) days written notice. Compensation during the notice period will be paid by the Client to the Consultant if services are faithfully rendered to the Client.

IN WITNESS WHEREOF, the Consultant and the Client execute this Agreement as of the date first set forth in this Agreement.

WITNESS**CLIENT**

Sue Wylie
Mayor
The City of the Village of Clarkston

Jonathan Smith
Manager
The City of the Village of Clarkston

WITNESS**CONSULTANT**

Benjamin Carlisle , AICP
President
Carlisle/Wortman Associates, Inc.

**ATTACHMENT I
FEES**

PLANNING AND ZONING SERVICES

A. Hourly Rate Schedule

All Planning and Zoning work will be performed on an hourly basis in accordance with the rate schedule shown below. Such work shall include but is not limited to the following:

- ❖ Telephone/email consultation with Client staff.
- ❖ Development review including site plan, rezonings, and special use analysis.
- ❖ Zoning consultation including text amendments.
- ❖ Meeting attendance for City Council, Planning Commission, Zoning Board of Appeals, and development related meetings.
- ❖ Keeping City Officials informed about changes in State planning and zoning enabling legislation, grant programs, and latest planning issues.
- ❖ Minor ordinance amendments and studies.

Project Team	2026 Rate	2027 Rate	2028 Rate
President	\$165.00	\$172.00	\$179.00
Principal	\$160.00	\$166.00	\$173.00
Senior Associate	\$145.00	\$150.00	\$156.00
Associate Planner	\$135.00	\$140.00	\$146.00
Community Planner/Landscape	\$125.00	\$130.00	\$135.00
Graphics (GIS) Technician	\$110.00	\$115.00	\$120.00
Support Staff	\$95.00	\$100.00	\$105.00

B. Major Studies and Amendments

From time to time, the Client may request more in-depth studies, amendments, etc. In such cases, the Consultant will bill time based on current hourly rates or provide the Client with a written not-to-exceed cost proposal, if requested.

ARCHITECTS. ENGINEERS. PLANNERS.



May 21, 2026

Mr. Jonathan Smith
City Manager
City of the Village of Clarkston
375 Depot Road
Clarkston, MI 48346

Re: City of the Village of Clarkston As-Needed Planning Services

At OHM Advisors, our PLACE Studio is grounded in the belief that planning is most effective when it advances communities in meaningful, lasting ways. Our team integrates planning, urban design, economic development, and public engagement to help communities move from vision to implementation. We bring a collaborative, multidisciplinary approach that aligns land use, infrastructure, and community priorities into cohesive strategies that support growth, resilience, and quality of life.

We are pleased to provide an overview of our core planning services. These services reflect our experience supporting municipalities across Michigan where we deliver responsive, technically sound, and community-focused outcomes that help local governments navigate both day-to-day development and long-range planning initiatives.

OHM Advisors will bring the following expertise and services to the City of the Village of Clarkston:

- **Development Review & On-Call Planning Services**

Our team provides comprehensive development review services, often serving as an extension of municipal staff to support daily planning operations. This includes site plan review, special land uses, rezonings, planned unit developments (PUDs), and variance requests. We evaluate applications for compliance with zoning standards, design quality, and alignment with community goals. Our team is comfortable leading the preparation of staff reports, attending Planning Commission and Zoning Board of Appeals meetings, coordinating with applicants, and supporting day-to-day zoning administration. We are committed to timely, clear, and solution-oriented feedback that helps applicants move forward while ensuring decisions are well-supported and consistent.

- **Community Master Planning**

OHM Advisors' master planning services establish a long-range vision for the community, grounded in data, public input, and local priorities. We prepare plans that address land use, housing, economic development, transportation, infrastructure, and environmental sustainability in an integrated framework. Each plan is implementation-focused and provides clear action steps, policy direction, and decision-making tools that guide future development and public investment. We place strong emphasis on community engagement and ensure that the final product reflects a shared and actionable vision.

- **Zoning Ordinances & Development Regulations**

OHM's team of planners are experienced in crafting modern, user-friendly zoning ordinances that translate community vision into enforceable regulations. Our work includes full ordinance rewrites, targeted amendments, and the creation of specialized tools such as form-based standards, overlay districts, and mixed-use regulations. We focus on clarity, flexibility, and alignment with best practices—ensuring ordinances are easy to administer while promoting high-quality development outcomes. Our team also supports ongoing zoning interpretation to ensure consistent application.

- **Downtown & Urban Design**

OHM Advisors' PLACE Studio specializes in targeted planning efforts focused on downtowns, corridors, and key redevelopment areas, combining market insights, land use strategy, design guidance, and placemaking to create vibrant communities. Our experience working in downtowns around Michigan and the Midwest allows us to craft strategies that support small businesses, redevelopment, and meaningful public realm improvements while reinforcing community identity and economic vitality. Integrated throughout this work, our urban design approach ensures that plans translate into high-quality physical outcomes through the development of design guidelines, streetscape concepts, and visualizations that



clearly illustrate implementation. This holistic approach helps communities not only plan effectively, but also create memorable, functional, and people-centered spaces.

- **Public Engagement & Facilitation**

Successful planning is rooted in meaningful public involvement. OHM Advisors is experienced in designing and facilitating engagement processes that are inclusive, transparent, and tailored to each community. Our tools include workshops, charrettes, stakeholder interviews, surveys, interactive mapping, and website creation, as well as marketing and branding for downtown districts. We translate community input into actionable recommendations, ensuring that plans are not only technically sound but also broadly supported.

- **GIS, Data Analysis & Mapping**

We leverage GIS and data-driven analysis to support informed decision-making. Our services include existing conditions analysis, spatial modeling, interactive mapping tools, and clear, visually compelling maps that communicate complex information in an accessible way. This strengthens both internal decision-making and public understanding of planning initiatives.

Our qualified team will be highly responsive and can provide plan review services, support the administration of the zoning ordinance, engage with stakeholders, attend Planning Commission, Board of Zoning Appeals, and City Council meetings, and provide ongoing planning and zoning assistance. OHM Advisors' PLACE Studio is committed to delivering planning services that are collaborative, practical, and outcome driven. Our experience across a wide range of communities allows us to tailor our approach to each client's needs, whether supporting daily operations or leading transformative planning initiatives. Through thoughtful planning, clear communication, and a focus on implementation, we help communities advance their goals and create lasting impact.

Hourly Rates and Compensation

OHM's hour rates vary based on the level of the staff assigned to planning services with the City of the Village of Clarkston. We would look to be as efficient as possible with our services and are open to negotiating reasonable adjustments to these rates based on your available budget. Rates for OHM Advisors' planning staff are listed below:

Staff Level	Hourly Rate
Planner V	\$193
Planner IV	\$182
Planner III	\$167
Planner II	\$141
Planner I	\$120
Planner Aide/Intern	\$85

A more comprehensive hourly rate table for OHM Advisors' full breakdown of staff can be provided if needed. OHM Advisors is a full-service engineering, architecture, and planning firm and can provide additional services to the City of the Village of Clarkston if needed.

We appreciate the opportunity to partner with you and look forward to supporting your planning efforts.

Sincerely,

Eric Dryer, AICP
Principal in Charge, OHM Advisors

Cc: Alex Hritcu, AICP – Senior Planner and Project Manager

Jonathan Smith

From: Eric Dryer <Eric.Dryer@ohm-advisors.com>
Sent: Wednesday, June 3, 2026 2:03 PM
To: Jonathan Smith
Cc: Alex Hritcu
Subject: RE: Clarkston Planning Services

Hi Jonathan,

We're happy to provide answers to the questions you posed below.

- Historically, hourly rates for OHM staff have increased, on average, 3.5% over the last three years. Additionally, we are able to create custom rate schedules that may align better with your budget.
- To review the finished Master Plan document and provide comments, we would expect this to cost about \$2,800 total. This would include a thorough review of all content in the Plan, the documentation of the edits needed, and suggestions on how to update grammar, graphics, data analysis, and anything else flagged.

I hope this helps! Please feel free to reach out with any more questions.

ERIC DRYER | OHM Advisors®
PRINCIPAL

D (313) 481-1256 | M (810) 730-5010 | O (313) 481-1250
OHM-Advisors.com

From: Jonathan Smith <smithj@villageofclarkston.org>
Sent: Tuesday, June 2, 2026 11:38 AM
To: Eric Dryer <Eric.Dryer@ohm-advisors.com>
Cc: Alex Hritcu <alex.hritcu@ohm-advisors.com>
Subject: RE: Clarkston Planning Services

You don't often get email from smithj@villageofclarkston.org. [Learn why this is important](#)

This Message originated outside your organization.

Good Morning Eric,

In last night's Planning Commission meeting where we reviewed the OHM proposal, two questions came up:

1. Is it possible to provide a 3-year forecast for the hourly rates shown on page 2?
2. The Commission is working on updating the City's Master Plan, approximately 100 pages long. Could you estimate the cost for a planner to review the finish product for any needed changes or additions? Assume no other involvement in the document preparation or assistance with the Public Input sessions.

Your assistance in answering these questions is greatly appreciated!

Proposal to The City of the Village of Clarkston

for Municipal Planning Services



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May 21, 2026

Jonathan Smith, City Manager
375 Depot Rd
Clarkston, MI 48346

RE: Proposal to the City of the Village of Clarkston for Municipal Planning Services

Dear Mr. Smith:

Thank you for contacting us. We understand that you are seeking professional planning services from a qualified firm to help the City of the Village of Clarkston navigate development reviews and offer planning and zoning assistance to the Planning Commission and City Council. Our team of experienced planners at Giffels Webster has the knowledge and skills needed to deliver straightforward guidance and offer professional administrative support.

Our team engages in a full range of planning and zoning services as demonstrated in this scope of services, especially in small village settings. We are specialists in facilitating community conversations and building consensus to achieve development outcomes tailored to each community's unique needs. We are experts in planning and zoning education, believing that to make the best planning decisions, local officials need ongoing training and support. Our breadth of experience includes master planning, zoning ordinances, administrative planning services, community engagement, development reviews, and assistance with other plans, ordinances, and funding resources, that help advance community development goals. We are strong listeners and understand that communication and teamwork are key components of public service. Additionally, we have great working relationships with our planning colleagues at Main Street Oakland County and the MEDC's; we are frequently called upon to be technical service providers and look to these partners for additional funding that may be needed at the community level.

We provide consistent team coverage for our client communities. Our firm Partner Jill Bahm, AICP, will be Partner-in-Charge, with Andy Aamodt, Senior Planner, as the Main Point-of-Contact and Project Manager, and Ava Miller, Staff Planner supporting these efforts. The City will see our team often, and we always have at least two people familiar with projects and activities. Andy will be the lead for meeting attendance, which may include, but is not limited to City Council, Planning Commission and Zoning Board of Appeals meetings with support from Ava and Jill as needed. This team has extensive experience working for a variety of communities, including ongoing work in the City of Clawson, Village of Milford, and recently adopted master plan for the City of Belleville. Our team specializes in small town planning and we are frequently recognized for our work by the American Planning Association's Small Town and Rural Planning Division. As necessary, we may collaborate with other members of the Giffels Webster professional family, including civil engineers, traffic engineers, surveyors, and landscape architects.

We look forward to working with the City of the Village of Clarkston to advance planning and zoning efforts and meet the city's long-term goals. We have included a detailed overview of our firm's approach within this scope of services. We look forward to speaking to you and your team.

Sincerely,

A handwritten signature in black ink, reading "Jill S. Bahm".

Jill Bahm, AICP
Partner
248.852.3100
jbahm@giffelswebster.com

Firm Overview and Qualifications



Firm Name

Giffels-Webster Engineers, Inc. dba Giffels Webster

Managing Office

Oakland County
1025 E. Maple Road, Suite 100
Birmingham, MI 48009

Contact Information

t. 248.852.3100
f. 313.962.5068
www.giffelswebster.com

Other Offices

Macomb County
6303 26 Mile Road, Suite 100
Washington Twp., MI 48094

Detroit Headquarters
28 W. Adams, Suite 1200
Detroit, MI 48226

Tax ID

38-1621448

Authorized Negotiators

Jill Bahm, AICP, Partner

Primary Contact

Andy Aamodt, Senior Planner
aaamodt@giffelswebster.com
248.852.3100



QUICK FACTS

Founded

1952

Incorporated 1960

Markets

Public Works
Transportation
Urban Redevelopment
Parks/Trails
ADA Compliance
Federal
Planning
Healthcare
Education
Retail
Office/Industrial
Facilities Management

*Professional Staff

Administrative - 20
Civil Engineers - 44
Construction Inspectors - 8
GIS Specialists - 2
Land Surveyors - 17
Landscape Architects - 5
Partners - 13
Planners - 10
Senior Project Managers - 1
Traffic Engineers - 1

TOTAL 107 EMPLOYEES

*Giffels Webster has 13 Partners
included in the employee counts above.

Giffels Webster is a multi-disciplinary consulting firm specializing in planning, civil engineering, traffic engineering, land surveying, GIS, and landscape architecture. For over 70 years, we have been fortunate to provide professional support to local communities in Southeast Michigan.

Our community planning services include master plans, park and recreation plans, national and state park general management plans, downtown development plans, corridor studies, and tax increment financing plans. Our municipal code portfolio includes zoning and form-based codes, sign ordinances, wireless facilities regulations, and code formatting. We also offer assistance with development reviews, including site plans, special land uses, variances, and rezonings. Working with planning commissions and other public bodies, our aim is to facilitate productive discussions that result in broad consensus.

To supplement these community planning services, Giffels Webster employs two proprietary products: Clearzoning® and NextSteps for Downtown® to achieve results.

Clearzoning is an industry-leading tool for developing clear and user friendly zoning ordinances, while NextSteps for Downtown is an interactive toolkit for assessing and invigorating downtown vitality. In addition, our team customizes interactive and engaging online tools that enable residents, businesses and other interested stakeholders to provide meaningful input into the planning process.

Together, these services and tools reflect Giffels Webster's long-standing commitment to helping communities plan with clarity and collaboration. By combining technical expertise, innovative proprietary products, and inclusive public engagement strategies, we support communities in making informed decisions that align with their unique goals and values.

Tree Removal Permits

Common Questions

What type of protective fencing is required?

Protective fencing shall consist of either 1) orange construction fencing, or 2) soil erosion fencing with the top of the wooden stakes painted orange to distinguish this fencing from soil erosion fencing.

Fencing must be maintained throughout the entire construction process. The installation of protective fencing will be inspected by either the Building Department or the Township Engineer.

Can I seek a variance from the Tree and Woodland Preservation Ordinance?

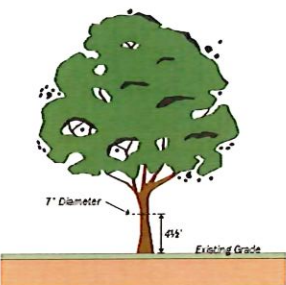
Yes. The Zoning Board of Appeals may grant variances from the provisions of the Ordinance when undue hardship may result from strict compliance.

Refer to the Tree and Woodland Preservation Ordinance for variance review standards and the Zoning Board of Appeals Procedures for application requirements.

How do I know if a tree is regulated?

The Shelby Township Tree and Woodland Preservation Ordinance regulates trees located within woodland areas. Refer to the Ordinance for complete definition of a woodland.

When located outside of woodland areas, regulated trees are those that are seven (7) inches or greater in diameter measured at 4.5 feet above the existing grade (A.E.G.).



What are the penalties for violation?

Violation of the Shelby Township Tree and Woodland Preservation Ordinance is a misdemeanor and punishable according to State Law.

Is there an appeal process?

Any person aggrieved by the grant or denial of a tree removal permit may request an appeal of the decision to the Township Board at the next regularly scheduled Township Board meeting following the original action.

The Township Board may act on the appeal at the meeting where it is brought. The Board shall act on the appeal no later than the next regularly scheduled Township Board meeting following the appeal.

Who do I contact if I have more questions?

Contact the Shelby Township Planning and Zoning Department at:

Phone: (586) 726-7243

Email: planning@shelbytwp.org

Address: 52700 Van Dyke

Shelby Township, MI 48316

Tree Removal Permits

Development Projects—Township Board Approval

What is the process for tree removal permits for development projects?

Tree permits are processed as part of the site plan and subdivision plat review process; a separate application is not required.

Tree permits are approved by the Township Board upon recommendation by the Planning Commission and after final site plan approval.

What is required for a tree removal permit for a development project?

The following material must be submitted with a complete site plan or subdivision plat application package (refer to Site Plan and Subdivision Procedures for required number of copies):

□ One of the following:

— Original notarized Affidavit of No Regulated Trees

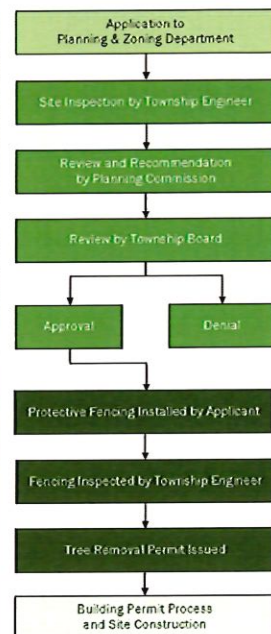
-OR-

— Tree inventory containing all information required by the Shelby Township Tree and Woodland Preservation Ordinance

-OR-

— Sketch plan and written request for waiver of tree inventory requirement

Refer to the Shelby Township Tree and Woodland Preservation Ordinance for complete definitions, standards, and requirements regarding tree removal permits.



Development Procedures

Service Overview

Clear, user friendly, readily accessible development review procedures and forms can serve as an economic development tool and give your community a competitive advantage. Giffels Webster will work with you to tailor development procedures and forms that will fit your community's codes and processes — making this information available to the public 24 hours a day.

Giffels Webster believes that a clear, concise, predictable review process is essential for every community. A procedures manual that outlines the site plan review process and includes:

- Contact information for staff
- Meeting dates
- Timeline for review/Workflow chart
- Checklist of required items
- List of Frequently Asked Questions
- Regulations appropriate for type of development
- Application forms (with online capability)
- A guide that facilitates efficient communication between staff/consultants/outside agencies

AWARD RECIPIENT

Giffels Webster procedures manuals and guidebooks have twice been honored by the Michigan Association of Planning: the City of Detroit's Development Manual (2000) and the City of Novi's Development Review Guidebook (1998).



Development Review

Service Overview

Giffels Webster provides development review services to numerous municipalities. The cost of this service can be passed on to the applicant by the municipality. The community receives quality, expert advice with its interests as the top priority, while maintaining a development friendly process that provides clear and consistent information to the development community. The experienced staff at Giffels Webster understands the importance of the site plan review process to a community—both big picture items and the details. It is also helpful to the development community to understand everything that a community requires up front (before a public review meeting). When a new site plan is submitted, we will review the plan and provide both the community and applicant with a complete evaluation of the following:

- Building Placement & Architectural Character
- Landscaping & Screening
- Lighting Fixtures
- Photometric Plan
- Pedestrian Circulation
- Parking Circulation
- Driveway Access and Spacing
- Need for Driveway Improvements
- Sight Obstructions
- Number of Parking Spaces
- Connectivity
- ADA Parking Requirements
- Sign Placement & Character
- Truck and Emergency Vehicle Access & Circulation
- Transit Implications



Engaging Community Partners

Service Overview

Giffels Webster has years of experience facilitating public participation techniques that will engage the public, stimulate their involvement, build consensus, then mobilize the partners with a shared vision for the future of the community. We can also assist communities with the development of a public input plan that maps out strategies and benchmarks for public input across a wide spectrum of community goals and objectives.

Any successful plan must be solidly based upon a community's vision for the future. Such plans must also engage community partners, then mobilize them into action.

Participant Process:

- Planning Fairs
- Focus Groups
- Websites
- Internet Surveys
- Open Houses
- Visioning Sessions
- Charrettes
- Consensus Workshops
- Issues & Solutions Workshops
- Picture This! Photo Exhibits
- Social Networking Sites



Client

Village of Milford

Services

Planning

Contact Information

Christian Wuerth
Village Manager
1100 Atlantic Street
Milford, MI 48381
248.684.1515

Village of Milford Clearzoning Ordinance

Village of Milford, MI

Overview

The Village of Milford, Michigan undertook an initiative to modernize and improve the usability of its zoning ordinance. Over time, the ordinance had become difficult for residents, business owners, developers, and staff to interpret due to complex language and an outdated organizational structure. To address this, the Village implemented the Clearzoning format, a modern approach designed to present zoning regulations in a clear, organized, and user-friendly way. This update enhanced how zoning information was communicated and accessed, supporting more efficient planning and development processes.

Problem

The Village's existing zoning ordinance had gradually become challenging to navigate and understand. The document contained complex regulatory language, inconsistent formatting, and an organizational structure that made it difficult for users to locate relevant information. As a result, residents, business owners, developers, and staff often faced confusion when interpreting standards, definitions, and procedures. This lack of clarity could slow development review processes and create uncertainty regarding how regulations should be applied.

Solution

To resolve these issues, the Village's zoning ordinance was reformatted using the Clearzoning system. This approach reorganized and simplified regulations through improved structure, plain language, and visual tools such as tables, hyperlinks, and graphics that made information easier to find and understand. Definitions, standards, and procedures were also streamlined to ensure consistency and alignment with the Village's master plan.



Before 2015 Master Plan



After 2015 Master Plan

Client

City of Clawson

Services

Planning

Completion Date

Master Plan 2015
Zoning 2018
Development Approved 2019

Contact Information

Nik Stepnitz
Director of Community and
Economic Development
248.435.4500 ext. 115

Clawson Downtown Master Plan, Zoning, and Development Review Services

Clawson, Michigan

Overview

Giffels Webster has had a long relationship with the City of Clawson, beginning in 2014 with the kickoff of the American Planning Association award winning 2015 Downtown Clawson Master Plan. This plan established a vision for how Clawson could add mixed use development as infill, providing guidance for building form and maintaining street level vitality while permitting residential to join the mix of uses downtown. Following adoption, Giffels Webster developed regulations for three downtown districts that brought the vision into the city's regulatory framework.

Problem

Downtown Clawson had limited space for redevelopment, and outdated regulations made it difficult to support mixed use infill and active street level uses. As a result, sites were not used as efficiently as they could have been.

Solution

Giffels Webster developed new regulations and design standards for downtown districts to guide redevelopment. These standards made it possible for a project to follow the master plan without additional approvals, resulting in a three story mixed use building and bringing new vitality to downtown Clawson.

Project Team

Our Team

Andy Aamodt, Senior Planner, will serve as the primary point of contact and lead planner for the City, providing day-to-day coordination, development review, and direct support to City staff and boards. Andy brings over eight years of experience in municipal planning, zoning, and economic development, ensuring responsive service and well-informed technical recommendations.

He will be supported by **Jill Bahm, AICP, Partner** at Giffels Webster, who provides senior-level oversight, quality assurance, and strategic guidance drawing on her extensive leadership in municipal planning, zoning, and professional practice.

Additional planning support will be provided by **Ava Miller, Staff Planner**, who contributes research, data analysis, and project support, strengthening the team's capacity for timely and thorough deliverables.

Our team offers a collaborative, responsive approach that combines technical expertise, policy insight, and strong communication to effectively meet the City's ongoing and as-needed planning needs.

giffels
webster

A responsive, experienced, and collaborative planning team delivering clear, practical municipal solutions through strong technical knowledge, effective communication, and a commitment to implementation and community goals.



PRIMARY CONTACT/LEAD PLANNER

Andy Aamodt Senior Planner

Andy Aamodt is a Senior Planner at Giffels Webster with over eight years of experience specializing in community planning, where he worked as a planner and zoning coordinator for multiple communities in Southeast Michigan. In those roles, he organized master plan and zoning ordinance updates. He also managed several site development reviews, including planned unit developments, special land uses, and rezonings.

Andy enjoys analyzing how our built and natural environment is shaped by laws and policies. He embraces the fact that many planning and zoning cases are unique and sometimes challenging. He strives to help improve communities by making development processes and ordinances more readable and efficient.

Andy's experience listed below reflects his background with other organizations and Giffels Webster.

YEARS OF EXPERIENCE

8

EDUCATION

Master of Urban &
Regional Planning
University of Michigan

Bachelor of Arts
Geography
Calvin College

SPECIAL EXPERTISE

Zoning
Land Use/Planning
Development Review
ArcGIS
Adobe Illustrator
Google SketchUp

Planning Projects

Master Plan (2026), City of Belleville
Parks and Recreation Master Plan (2026), City of Belleville
Master Plan (2025), City of Sterling Heights
Master Plan Update (2021), City of Ypsilanti
Non-Motorized Transportation Plan Update (2021), City of Ypsilanti

Zoning Projects

Zoning Ordinance Amendments (ongoing), Grand Blanc Township
Zoning Ordinance and Clearzoning (2025), City of Saginaw
*Zoning Ordinance and Clearzoning (2024), East Bay Township
Zoning Ordinance Updates (2019-2022), City of Ypsilanti
Draft Zoning Ordinance Workshops and Presentations (2019), City of Flint

Ongoing Planning Services

City of Lincoln Park (2024-present)
City of Clawson (2023-present)
Grand Blanc Twp. (2023-present)
City of Ypsilanti (2023-2024)
City of Sterling Heights (2022-2023)

*Winner, John Kellar Award for Planning Initiative (APA STaR Division).



Jill Bahm AICP Partner

Jill Bahm, AICP, has been a partner at Giffels Webster since 2019 and leads the planning, landscape architecture and GIS teams. Jill has worked in both the public and private sector, as a Downtown Development Authority director, and municipal city planner for the City of Birmingham. Jill currently serves on the Michigan Association of Planning's Board of Directors and is the Professional Development Officer. She was one of the co-authors of the American Planning Association's 2014 *Aging in Community Policy Guide*. Jill recently served as an adjunct professor in the graduate urban planning program at Wayne State University and provides local training on planning and zoning issues.

YEARS OF EXPERIENCE 29

EDUCATION

Master of Urban
and Regional Planning
University of Michigan

Bachelor of Arts in
Communications | English
University of Michigan

Form-based Code Institute
Alumnus

National Charrette Institute
Core Level Certificate

CERTIFICATIONS

American Institute of Certified
Planners
American Planning Association

Michigan Association of
Planners

SPECIAL EXPERTISE

Zoning
Downtown Development
Land Use/Planning
Review Process
Public Engagement
Design
Placemaking
Training/Education

Land Use Planning

City of Sterling Heights 2025 Master Plan
City of Grosse Pointe Woods 2024 Master Plan
Commerce Township 2023 Master Plan
Village of Suttons Bay 2023 Master Plan
City of Sylvan Lake 2023 Master Plan
City of Lathrup Village 2021 Comprehensive Plan
City of Madison Heights 2020 Master Plan
City of Rochester Hills Master Plan 2019 Update
City of Brighton 2019 Comprehensive Plan (2025 Update is underway)
City of Brighton 2019 Capital Improvement Plan
City of Lathrup Village Capital Improvement Plan (2018 - present)
Grand Blanc Township Tech Village Master Plan / Framework Study (2016)

Recreation Planning

City of Brighton Recreation Plan (2025-2029)
Chesterfield Twp. Recreation Plan (2023-2027)
City of Lathrup Village Recreation Plan (2021-2025)
City of Madison Heights Recreation Plan (2021-2025)
City of White Cloud Recreation Plan (2021-2025)
Genoa Twp. Recreation Plan (2021-2025),
Paint Creek Trailways Commission
Recreation Plan (2020-2024)
Michigan Natural Resources Trust Fund Grant
Application Assistance (2018), **White Lake Twp.** (\$1.4M Awarded), 2021 **Genoa Township** (\$300,000 Awarded)

Economic Development

Michigan Main Street Strategic Planning (2025-)
Village of Sparta Economic Development Strategy (2021)
Clawson DDA Tax Increment Finance Plan (2020)
City of Laingsburg Pre-Development Services (2020)
City of Hillsdale Pre-Development Services (2020)
Meridian Twp. Pre-Development Services (2019)
Grand Blanc Twp. Tech Village Marketing (2017)
City of Wixom Economic Development Strategy (2014)
Ferndale DDA Tax Increment Finance Plan (2012)

Zoning

Whitewater Township Zoning Amendments (underway)
Clinton County Zoning Amendments/Clearzoning (2024)
City of Horace ND Zoning rewrite/Clearzoning (2023)
Village of Milford Clearzoning/Zoning Audit (2021)
City of Rochester Hills Zoning Amendments (2018-2023)
Village of Cass City Clearzoning/Zoning Audit (2020)
City of Clare Zoning Audit, Zoning Amendments, Sign Ordinance (2019-2021)
City of Coldwater Clearzoning/Zoning Audit (2020)
City of Clawson Zoning Amendments (2016), Audit and Clearzoning (2019)
City of Ann Arbor Sign Ordinance (2019)
City of Brighton Clearzoning, Zoning Code Update and Form-based districts (2017-2020)
Grand Blanc Township Tech Village Form-Based Code (2017)
City of Ruston LA Zoning Amendments, Form-Based Code, and Clearzoning (2012-present)
City of Flint Zoning Audit (2015)

Ongoing Planning Services

Chesterfield Township
City of Bloomfield Hills
City of Brighton
City of Clawson
City of Lathrup Village
City of Ruston, Louisiana
City of Sylvan Lake
Village of Milford



Ava Miller

Staff Planner

Ava graduated from Michigan Technological University with her degree in Sustainability Science and Society. Through her research experience and time working at Sterling Heights as a Planning Intern, she developed a passion for community development and engagement. At Sterling Heights, she contributed to a wide range of projects, including in-depth reviews of plans and ordinances from both neighboring and distant communities, as well as the planning, promotion, and execution of numerous community engagement events.

YEARS OF EXPERIENCE
1.5

EDUCATION

Bachelor of Science in
Sustainability Science and
Society
Michigan Technological
University

Master Plans

Belleville Master Plan, 2026
Sterling Heights Master Plan, 2025
A Blueprint to Zero Food Waste in Southfield, 2024
A Blueprint to Zero Food Waste: Regional Plan and Five Community Plans (Canton Township, and Cities of Dearborn, Farmington Hills, Livonia, Southfield, Westland), 2025

Clearzoning Ordinance Conversion and Amendments

Clinton County
Chesterfield Township
Bruce Township
Vassar Township

Ongoing Planning Services

Chesterfield Township
City of Belleville

Additional Experience

Site plan reviews and grant writing
Researcher, "Understanding the Community Response to Renewable Energy in L'Anse, MI"

Project Approach and Scope of Work

Project Approach and Scope of Work

We provide our scope of services in the following pages. We offer two options for your consideration: a retainer with as-needed hourly services option, and an all-hourly services option. In the first option, if additional needs arise, we will work with the City to address services with hourly fees as appropriate.

While our understanding is that we will report to the City Manager, our approach will be to ensure we understand the City's organizational structure, and the best point(s) of contact for our correspondence. Communication between our team and the City is essential.

Note that in either option, we would recommend monthly development review meetings with appropriate staff/consultants to ensure development projects stay on track.



Retainer with As-Needed Hourly Services - Option 1

Option 1 offers retainer services to the City to provide consistent ongoing planning support with a consistent regular invoice expectation. Our proposed monthly retainer is \$950 per month.

Retainer services shall include the following required services:

1. Attendance at up to one (1) City meeting per month based on activity, which may include meetings of the Planning Commission, City Council, Zoning Board of Appeals, or other boards and commissions as requested by the City. Additional meetings above the one included in the retainer shall be charged hourly.
2. Responding to planning and zoning-related questions from City staff via phone or email. We also recommend, and include, one monthly virtual/remote development team meeting with staff to ensure projects stay on track. We can also provide office hours as needed (for an additional fee).
3. Coordination with other governmental agencies, consultants, and utilities as necessary to support planning and land use matters. As noted above, regular meetings will ensure effective coordination.
4. Our team of experienced planners will offer one training workshop per year on a topic of the city's choosing.

Development reviews shall be conducted in relation to the retainer as follows:

Providing written technical recommendations on site plans, special land use approvals, rezonings, variances, and lot splits, in accordance with the City's Zoning Ordinance and adopted policies. We provide clear direction in our memos and letters so people understand where applications may be deficient and what additional actions may be required. Development review fees will be charged in accordance with the fee schedule attached. If these fees will not be adequately covered by the City's fee schedule, we would recommend the City amend the fee schedule or require pass-through fees or escrows to accommodate this.

OUR TEAM BELIEVES

consistent, reliable planning support is essential to effective municipal operations, and through proactive communication, timely review, and clear technical guidance, we can seamlessly integrate with City staff, support boards and commissions, and ensure development decisions align with adopted plans, ordinances, and community goals while maintaining responsiveness, accountability, and high-quality service delivery throughout the year.



As-needed services in addition to the noted retainer services may include the following, which will be charged to the City at our hourly rate:

1. Attendance at meetings beyond the one monthly meeting included in the retainer including both onsite and virtual availability.
2. Participation in pre-application or pre-site plan review meetings with applicants and City staff. These may be in-person or virtual (the latter of which includes a time/cost savings).
3. Drafting amendments to the City's Zoning Ordinance, including associated staff reports and public hearing notices. Our team specializes in zoning ordinance development. From process improvements and the addition of uses and standards to holistic rewrites, we strive to align zoning text with the community's master plan.
4. Assistance with other federal, state, or local planning, housing, or economic development programs.
5. Preparation for and attendance at additional meetings requested and authorized by the City.
6. Providing other professional, technical, analytical, and design services related to planning, land use, and economic development as specifically requested by the City.

OUR PLANNING APPROACH

emphasizes dependable day-to-day assistance, thoughtful problem solving, and a strong understanding of municipal processes. By working closely with City administration, elected and appointed officials, applicants, and residents, our team helps advance projects, address planning challenges, and support informed decision-making. We are committed to providing practical recommendations, consistent follow-through, and planning services that reflect local priorities, strengthen community character, and support the City's long-term vision.



All-Hourly Services - Option 2

Option 2 offers an all-hourly services approach where all services discussed in Option 1 will be charged hourly at our rates in the fee schedule attached. We foresee most of this work being conducted at senior planner (Andy Aamodt) and staff planner (Ava Miller) rates.

If additional long-term projects arise that may dedicate more time, we will work with the City by providing a cost estimate or additional services request that will estimate hours spent and may include a “not-to-exceed” maximum.

WE UNDERSTAND THAT

flexibility and responsiveness are critical to meeting evolving municipal needs, and through on-demand expertise, efficient coordination, and clear communication, we provide high-quality support for additional meetings, ordinance updates, development review, and special projects, ensuring the City receives timely, cost-effective, and reliable planning services



Communication, Responsiveness and Workflow Strategy

Our workflow is designed to ensure that City staff and officials receive professional, timely, and defensible planning advice. We like to consider ourselves as an extension of your staff and prioritize clear communication and a seamless workflow. Our approach includes:

- **Response turnaround:** We understand the importance of meeting statutory and local deadlines. Upon receiving a land development proposal or request for review (e.g., site plans, rezonings, or variances), we initiate an internal intake process to ensure all submittals are consistent with the City's Zoning Ordinance and Master Plan. Then any technical recommendations and reports will be delivered within a mutually agreed-upon timeframe—typically 7–10 business days—following the receipt of a complete application.
- **Official correspondence:** We handle the drafting of public hearing notices and coordination memoranda with other city departments to ensure all procedural requirements are met.
- **Collaborative feedback:** We maintain an “open-door” policy with City staff to answer routine zoning questions via phone or email, preventing minor inquiries from becoming project bottlenecks.

OUR APPROACH IS

grounded in clear communication, consistent responsiveness, and an organized workflow, ensuring effective municipal partnerships through open lines of communication, predictable timelines, and coordinated processes that support efficient review and informed decision-making.



Fee Proposal

Fee Proposal

Billing Category	FEE
Monthly Retainer (Option 1 Only)	\$950
Service Fees	Fees are for first reviews; additional reviews will be charged at 50% of the original fee
Site Plan Reviews	
Residential (multi-family)	\$875 + \$10/unit
Non-Residential	\$875 + \$88/acre
Non-Residential (Public/ Semi Public)	\$875 + \$50/acre
Special Approval / Conditional Use	\$550+ site plan fee
Rezoning Application Review	\$875 + \$88/acre
Land Division / Consolidation	\$165 per each resulting split
Historic District Review	\$550
Dimensional Variance Review	
Commercial	\$400 for 1 st variance + \$150/additional
Residential	\$200 for 1 st variance + \$100/additional
Use Variance Review	\$850
Pre-application Meetings	\$350 at Planners' Office or virtual \$600 at City office \$200 additional to review concept plans prior to Pre-App. Conference
Any unlisted reviews will be charged on an hourly basis	
Hourly Billing Rates	
Employee Title	Hourly Rate
Planning Intern	\$55
Staff Planner	\$105
Associate Planner	\$115
Senior Planner	\$130
Principal Planner	\$140
Partner	\$165
Partner Emeritus	\$160
GIS Analyst	\$85
GIS Specialist	\$105
Senior GIS Specialist	\$115
GIS Manager	\$130
Landscape Designer	\$105
Senior Landscape Designer	\$110
Landscape Architect	\$115
Senior Landscape Architect	\$130
Landscape Architect Manager	\$140

References

References

Our team has extensive experience serving in an administrative capacity and offering professional services in planning and zoning. We are proud of the diverse range of clientele that we work with including communities of all shapes and sizes with different aspirations and goals. In particular, we have worked with many urban communities that recognize the importance of effective planning and zoning in stimulating economic growth and long-term community resiliency.

The following are examples of similar projects where our staff have provided professional planning and zoning services:

Village of Milford

Christian Wuerth, City Manager
p. 248.684.1515
e. cwuerth@villageofmilford.org

Role: Planning Services

Project Date: 2019 - present

Project Description: Giffels Webster provides planning and zoning services to the Village of Milford. To that end, our team attends all Planning Commission meetings, preparing corresponding reports and packet information related to any applications, amendments, or general discussion items on each agenda. In addition to serving as Village's consultant for planning services, our team has helped the Village with several other planning efforts including a recently completed Master Plan and zoning amendments. Additionally, the Village has a Clearzoning ordinance (see this link: [Clearzoning \(Zoning Ordinance\)](#)).

City of Grosse Pointe Woods

Susan Como, City Manager
p. 313.343.2440
e. scomo@gpwmil.us

Role: Planning Services, Master Plan and Clearzoning Ordinance

Project Date: 2022 - 2024

Project Description: Giffels Webster assisted the City of Grosse Pointe Woods with a Clearzoning transformation of their Zoning Ordinance in 2022 (see this link: [Grosse Pointe Woods Interactive Zoning Map](#)), which we continue to maintain. Following this effort, we helped the City with a Master Plan Update that included community engagement and robust study sessions with the planning commission. This plan was adopted in late 2024.

City of Clawson

Nik Stepnitz, Assistant City Manager
p. 248.435.4500
e. nstepnitz@cityofclawson.com

Role: Planning Services

Project Date: 2019 - present

Project Description: Giffels Webster provides planning and zoning services to the City of Clawson. To that end, our team attends all Planning Commission meetings, preparing corresponding reports and packet information related to any applications, amendments, or general discussion items on each agenda. In addition to serving as Clawson's consultant for planning services, our team has helped the City with several other planning efforts including a Zoning Ordinance rewrite, Downtown Master Plan, and Development Guide. In addition, an update to the Downtown Master Plan and the City-Wide Master Plan are both underway.

City of Lathrup Village

Mike Greene, City Administrator
p. 248.557.2600
e. mgreene@lathrupvillage.org

Role: Planning Services

Project Date: 2011 – present

Project Description: Giffels Webster has provided planning and zoning services to the City of Lathrup Village for many years. Our team attends all Planning Commission meetings, preparing corresponding reports and packet information related to any applications, amendments, or general discussion items on each agenda. Over the years, our team has helped the City obtain RRC certification as well as with several other planning efforts including a Clearzoning transformation (2011) and Comprehensive Plans (Master Plan, Recreation Plan, Downtown Plan in 2015, 2020). An updated Comprehensive Plan is currently underway.

City of Sterling Heights

Jake Parcell, City Planner/City Development Manager

p. 586.446.2352

e. jparcell@sterlingheights.gov

Role: Planning Services- Master Plan (2025) and Zoning Rewrite (ongoing)

Project Date: 2022 – Present

Project Description: While the City of Sterling Heights experienced a staffing transition, our team served as professional staff to meet the City's planning and zoning needs, including attendance at all planning commission meetings, as well as assistance with staff reports for development review applications, ordinance reviews, and supporting the staff transition. Although this particular role has ended, our work with the City continues as were the project consultant for their 2025 Master Plan update, guiding the City's development policy and future vision for the next 10-20 years and are currently helping the City navigate a holistic rewrite of their zoning ordinance.

Appendix



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/08/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Professional Concepts Insurance Agency, Inc. 109 East North St. Brighton MI 48116		CONTACT NAME: Certs@pciaonline.com PHONE (A/C, No, Ext): (800) 969-4041 FAX (A/C, No): (800) 969-4081 E-MAIL: Certs@pciaonline.com ADDRESS:															
INSURED Giffels Webster Engineers, Inc. 28 W Adams Ave Detroit MI 48226-1609		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Hartford</td> <td>34690</td> </tr> <tr> <td>INSURER B: Nutmeg Insurance Co</td> <td>39608</td> </tr> <tr> <td>INSURER C: Hartford Casualty Insurance Co</td> <td>29424</td> </tr> <tr> <td>INSURER D: XL Specialty Insurance Company</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Hartford	34690	INSURER B: Nutmeg Insurance Co	39608	INSURER C: Hartford Casualty Insurance Co	29424	INSURER D: XL Specialty Insurance Company		INSURER E:		INSURER F:	
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INSURER E:																	
INSURER F:																	

COVERAGES CERTIFICATE NUMBER: 25-26 All RENEWAL NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT IN RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	EFF DATE (MM/DD/YYYY)	POLICY EXP DATE (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY						
	☐ CLAIMS-MADE ☒ OCCUR						
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	☐ POLICY ☒ PRO ☐ DOC						
B	☒ AUTOMOBILE LIABILITY						
	☒ ANY AUTO						
	☐ OWNED AUTOS ONLY						
	☐ HIRED AUTOS ONLY						
A	☒ UMBRELLA LIAB						
	☒ EXCESS LIAB						
	☐ DED ☒ RETENTION \$ 10,000						
	☐ CLAIMS-MADE						
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				
	If yes, describe under DESCRIPTION OF OPERATIONS below						
D	Professional Liability						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holders is considered additional insured's with respects to general and auto liability coverages as long as required within a written contract. Waiver of subrogation in favor of certificate holder and additional insured's as long as required within a written contract. Coverage is considered primary and non-contributory on the general liability coverage. 30 day written notice provided to certificate holder and additional insured's for cancellation of coverages listed. 10 day notice for nonpayment of listed policies.

CERTIFICATE HOLDER For Proposal Purposes	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Jill Bahm, AICP
Partner
p. 248.852.3100
jbahm@giffelswebster.com
giffelswebster.com

Jonathan Smith

From: Andy Aamodt <aaamodt@giffelswebster.com>
Sent: Wednesday, June 3, 2026 8:48 PM
To: Jonathan Smith
Cc: Jill Bahm
Subject: RE: Giffels Webster Scope of Services - Planning Assistance

Good evening Mr. Smith,

Good questions. My responses to your questions are in **blue**.

1. Is it possible to provide a 3-year forecast for the hourly rates shown on page 24?
It really depends on the needs of the community, but we can share a couple examples. In the Village of Milford, we have averaged about 20 hours/year from 2023 to date. The time is primarily senior planner and this is mainly for zoning amendments. We would note that our retainer is slightly higher there (\$1100/mo). This is contrasted with our work for the Village of Bingham Farms, where we have no retainer so all our work is hourly (except development reviews). There we have about 140 hours/year from 2023 to date.

Tying to the point below, we would note that that following the Master Plan adoption, there will likely be implementation items – mainly zoning – that the City may wish to undertake. If hired, we would be happy to assist the City with its annual budget for any needed zoning amendments and development review process improvements. For this, we would recommend the Planning Commission do a work plan along with their annual report each year that shows City Council their priorities for the following year. That allows Council to understand the PC priorities and allocate resources as available.

2. The Commission is working on updating the City's Master Plan, approximately 100 pages long. Could you estimate the cost for a planner to review the finish product for any needed changes or additions? Assume no other involvement in the document preparation or assistance with the Public Input sessions.
We would be willing to do this – and would estimate this review of a final draft Master Plan to be a maximum 12 hours at our senior planner rate. If you would like, we could do a zoning ordinance audit focused on the implementation of the Master Plan for an additional 12 hours at our senior planner rate. We can send you examples of past zoning ordinance audits we have conducted if you are interested.

We would envision this Master Plan review be a review of public input, plan goals/objectives, and action strategies for alignment. We would also review for alignment with the MEDC Redevelopment Ready Communities Best Practices; whether or not a community is engaged with the MEDC, we find their Best Practices to be a useful road map.

Please let us know if you have any other questions. Thanks!

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Resolution - 2026-2027 Fiscal Year Budget

WHEREAS, a Finance Committee made up Mayor Sue Wylie, Councilmembers Ted Quisenberry and Al Avery, City Manager Jonathan Smith and Treasurer Greg Cote' met in February 2026 to begin preparation of the 2026-2027 Fiscal Year (FY) Budget Proposal and have been meeting regularly since, and;

WHEREAS, the attached General Appropriations Act reflects the proposed 26-27 FY Budget that was presented to City Council in a Budget Public Hearing on May 26, 2026, and;

WHEREAS, the millage rate will be reduced from 11.4923 to 11.4107, the maximum allowed under the Michigan Headlee Amendment of 1978, and;

WHEREAS, the City's total Taxable Value will increase from \$63.5M to \$65.3M effective July 1st per the Oakland County Assessor and Michigan's Proposal "A" of 1994, which caps growth at 5% or the rate of inflation, whichever is less, and;

WHEREAS, the projected General Fund Revenue and Expenditures will be \$923,986 and \$973,421, respectively, and;

WHEREAS, the projected Fund Balance will be reduced from \$286,937 to \$221,502, or 22.8% of Expenditures, and;

WHEREAS, the City's annual payroll will increase slightly from \$258,950 to \$263,893, or 1.9% , and;

WHEREAS, the Budget Proposal includes a comprehensive 5-year Capital Improvement Plan (CIP) for the years 2027-2028 through 2031-2032, identifying 15 prioritized projects and the proposed funding sources, and;

NOW THEREFORE, BE IT RESOLVED that the City of the Village of Clarkston hereby approves the 26-27 FY Budget Proposal, including the General Appropriations Act and 5-year Capital Improvement Plan, and authorizes the City Manager and Treasurer to implement the budget effective July 1, 2026.

Resolved by _____ and supported by _____.

Avery	Casey	Forte	Jones	Quisenberry	Rodgers	Wylie	Totals
☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes
☐ No	☐ No	☐ No	☐ No	☐ No	☐ No	☐ No	☐ No
☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain	☐ Abstain
☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent	☐ Absent

☐ Motion is Adopted

☐ Motion is Defeated

Angela Guillen, City Clerk

June 8, 2026
Date

City of the Village of Clarkston

Oakland County, Michigan



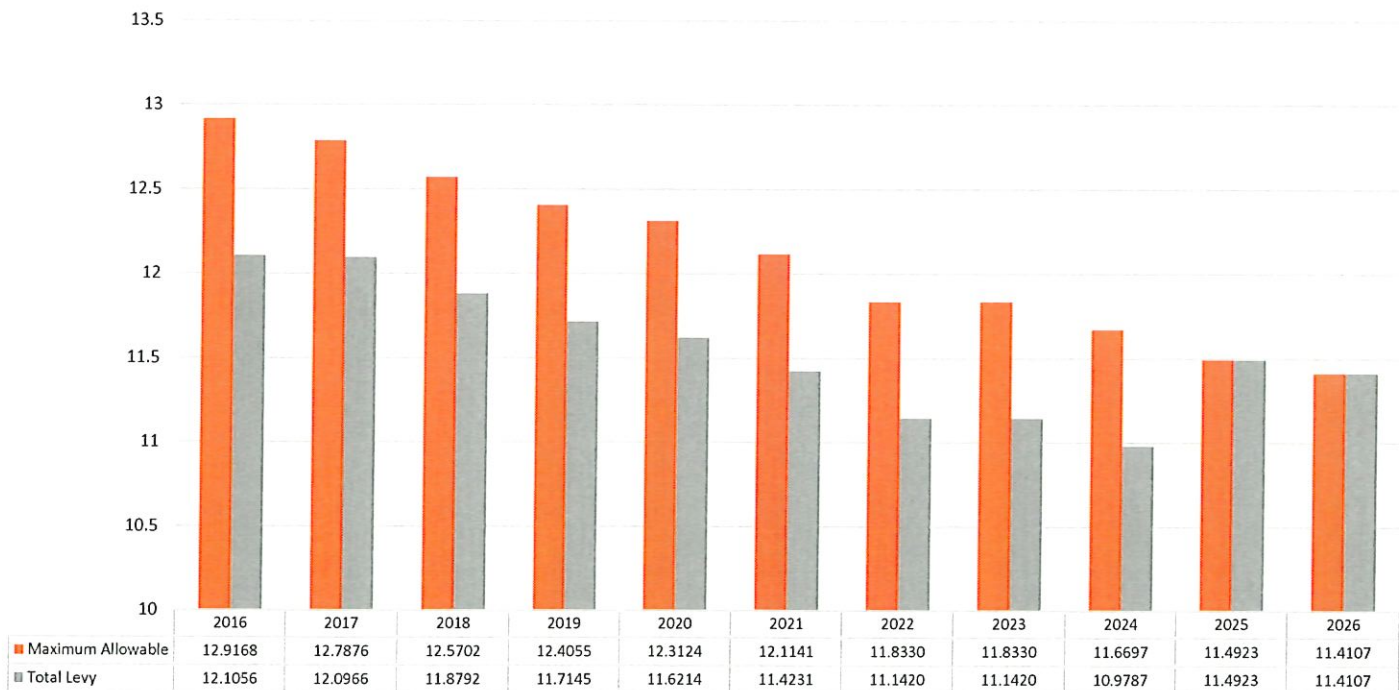
GENERAL APPROPRIATIONS ACT

2026-2027 FISCAL YEAR

SECTION 1: *Title* - This resolution shall be known as the City of the Village of Clarkston 2026-2027 Fiscal Year General Appropriations Act.

SECTION 2: *Public Hearing on the Budget* – Pursuant to MCLA 141.412 and 141.413, notice of a public hearing on the proposed budget was published on April 29, 2026 and May 6, 2026. The public hearing on the proposed budget was held on May 26, 2025, as part of a Regular City Council Meeting.

SECTION 3: *Millage Levy* – The City of the Village of Clarkston Council shall cause to be levied and collected the general property tax on all real and personal property within the City upon the current tax roll an allocated millage not to exceed 11.4923 mills for City Operations, up 4.7% from the 2026-2026 Fiscal Year.



SECTION 4: *Adoption of budget by Fund and Department* – The City of the Village of Clarkston Council adopts the 2025-2026 fiscal year budgets for the various funds by Fund and Department (see Section 7 for details). City officials responsible for the expenditures authorized in the budget may expend City funds up to, but not exceeding, the total appropriation authorized for each Budget Department.

SECTION 5: *Payment of Bills* – Pursuant to MCLA 41.75, all claims, bills and invoices submitted to the City exceeding \$500 shall be approved by the City of Village of Clarkston Council prior to being paid. The City Manager and Treasurer may pay certain bills prior to approval by the City Council to avoid late penalties, service charges, and interest and payroll in accordance with the approved salaries and hourly rates adopted in this appropriations act. A list of claims requiring approval by the City Council (as well as urgent claims exceeding \$500 and already paid, per the previous sentence) shall be presented at the next Council meeting.

SECTION 6: *Authorized salary and hourly rates* – The current and proposed wages for the office and DPW staff are as follows:

City of the Village of Clarkston

Annual & Hourly Pay Schedule Required by the Appropriations Act

Position		Current 2025/2026 FY Budget		Proposed 2026/2027 FY Budget		Year-over-Year Increase		Comments
		Annual (straight-time)	Hourly Wage	Annual (straight-time)	Hourly Wage	Dollar Change	Percent Change	
Administration	City Manager	\$58,225	34.99	\$59,972	36.04	\$1,747	3.0%	Across the board increase of 3.0% based on an assessment of 2026 Salary and COLA increases. <u>Sources:</u> PayScale: 3.5% Mercer: 3.2% Gallagher: 3.25% WorldatWork: 3.6% WTW: 3.5% To partially offset the increases, the weekly hours of the Administrative Assistant will be reduced from 16 to 10.
	City Treasurer	\$40,000	24.04	\$41,200	24.76	\$1,200	3.0%	
	City Clerk	\$50,000	30.05	\$51,500	30.95	\$1,500	3.0%	
	Administrative Assistant	\$13,880	21.42	\$11,471	22.06	(\$2,409)	-17.4%	
	Administration Sub-Total	\$162,105		\$164,143		\$2,038	1.3%	
Department of Public Works (DPW)	DPW Supervisor	\$58,240	28.00	\$59,987	28.84	\$1,747	3.0%	
	DPW Laborer	\$38,605	18.56	\$39,763	19.12	\$1,158	3.0%	
	DPW Sub-Total	\$96,845		\$99,750		\$2,905	3.0%	
Grand Total		\$258,950		\$263,893		\$4,943	1.9%	

SECTION 7: *Estimated Revenues and Expenditures* – The estimated revenues and expenditures (appropriations) for each of the budget funds and departments within the City of the Village of Clarkston are shown below. Starting this year, the forecast for 2027-2028 and 2028-2029 are included.

CITY OF THE VILLAGE OF CLARKSTON

Proposed Fiscal Year 2026-2027 Operational Budget

	2025-2026 APPROVED BUDGET	2026-2027 PROPOSED BUDGET	PERCENT CHANGE	EXPLANATION OF SIGNIFICANT	2027-2028 FUTURE BUDGET	2028-2029 FUTURE BUDGET
Fund 101 - GENERAL						
REVENUE						
CURRENT TAX REVENUES	722,231	745,146	3.2%	Per City Assessor	764,520	783,633
INTEREST & PENALTY REVENUES	736	1,350	83.4%		1,350	978
CABLE TV REVENUES	14,309	12,100	-15.4%	Current trendline	12,100	12,250
IN-KIND FEES/PEG FEES AT&T	3,887	2,592	-33.3%		2,592	2,850
PERMIT FEES	28,000	0	-100.0%	One-time adjustment	0	0
FOIA FEES	0	0	0.0%		0	0
P- GRANTS	0	0	0.0%		0	0
COMM DEV BLOCK GRANT - CDBG	7,000	7,000	0.0%		7,000	7,000
OTHER STATE GRANTS	0	0	0.0%		0	0
LOCAL COMMUNITY STABILIZATION SHARE-PP	4,000	4,275	6.9%		4,375	4,400
ENHANCED ACCESS REVENUE SHARING	1,310	1,160	-11.5%		1,160	1,160
STATE REVENUE SHARING/SALES TAX	107,229	107,605	0.4%	Per State Projections	107,000	106,000
BANNER REVENUES	0	50	0.0%		0	0
DISTRICT COURT REVENUE	3,708	4,100	10.6%	Current trendline	4,250	4,400
INTEREST EARNED	1,858	1,958	5.4%		2,000	1,800
DIVIDENDS AND REBATES	1,400	1,400	0.0%		1,400	1,400
GAZEBO RENTALS	4,500	3,500	-22.2%	Current trendline	3,650	3,800
EQUIPMENT RENTAL	26,000	27,500	5.8%		26,000	26,000
MISCELLANEOUS INCOME	1,500	0	-100.0%		0	0
SPECIAL EVENTS REVENUE	2,500	3,250	30.0%		3,500	3,600
CONTRIBUTIONS	1,500	0	-100.0%		0	0
HOLIDAY MARKET	0	1,000	0.0%		1,000	1,000
TOTAL REVENUE	\$931,668	\$923,986	-0.8%		\$941,897	\$960,271

Fund 101 - GENERAL, continued

APPROPRIATIONS						
COUNCIL	11,250	10,250	-8.9%		10,250	10,250
ADMINISTRATION	117,601	117,962	0.3%		121,623	125,831
CLERK	57,427	59,917	4.3%		61,878	62,565
AUDIT	13,500	14,000	3.7%		14,250	15,000
CHRISTMAS MARKET	2,500	2,500	0.0%		2,500	2,500
TREASURER	50,166	50,207	0.1%		51,516	52,825
ASSESSOR	12,906	12,056	-6.6%		12,056	12,056
ELECTIONS	6,150	20,800	238.2%	New election equipment requi	6,300	7,800
BUILDING AND GROUNDS	78,444	81,032	3.3%		83,003	85,748
ATTORNEY	30,000	30,000	0.0%		30,000	30,000
INSURANCE	17,857	17,266	-3.3%		17,784	18,229
POLICE	178,667	192,067	7.5%	7.5% increase anticipated	208,393	227,148
FIRE	201,590	216,709	7.5%	7.5% increase anticipated	235,130	256,291
BUILDING INSPECTION	30,000	30,000	0.0%		30,900	31,827
DPW	54,874	54,959	0.2%		57,510	60,103
HIGHWAY, STREETS, BRIDGES	24,713	26,302	6.4%		27,952	29,332
STREET LIGHTING	20,646	22,091	7.0%		23,638	25,292
WATERSHED COUNCIL	1,000	800	-20.0%		800	800
PLANNING	15,250	12,250	-19.7%		13,100	13,350
HISTORIC DISTRICT	750	400	-46.7%		500	500
DEBT SERVICE	2,050	1,853	0.0%		1,656	1,456
TRANSFERS OUT	0	0	0.0%		0	0
TOTAL APPROPRIATIONS	\$927,341	\$973,421	5.0%		\$1,010,738	\$1,068,903
NET OF REVENUES/APPROPRIATIONS	\$4,327	(\$49,436)	-5.8%		(\$68,841)	(\$108,632)

5/21/2026

FUNDING SOURCES					
FUND BALANCE	PARKING FUND	SEWER FUND	WATER FUND	LOCAL ROAD FUND	TOTAL
\$311,000	\$202,000	\$59,662	\$94,414	\$133,731	\$800,807

Fund 401 - CAPITAL PROJECT FUND

PROFESSIONAL & CONTRACTUAL SERVICES	\$3,000				\$3,000
TREE PLANTING	\$2,000				\$2,000
STREET SIGNS & POSTS	\$1,000				\$1,000
SAFETY CROSSWALK PAINT/TAPE	\$5,000				\$5,000
PROFESSIONAL & CONTRACTUAL SERVICES:					
Sanitary drain rejuvenation in priority order		\$50,000	\$85,000		\$135,000
Other					
SIDEWALK REPAIR	\$0				\$0
ROAD RESURFACING (E.Church, Miller)		\$160,000		\$80,000	\$240,000
SECURITY SYSTEMS AND CAMERA	\$5,000				\$5,000
TOTAL PROPOSED APPROPRIATIONS	\$16,000	\$160,000	\$50,000	\$85,000	\$391,000

SECTION 8: *Specific Appropriations* – Following are the significant appropriations for the 26-27 FY: \$240,000 for Road Repaving, \$216,709 for the Independence Township Fire Department (up \$15,119), \$192,067 for the Oakland County Sheriff (up \$13,400), \$135,000 for Sanitary Drain rejuvenation, and \$15,000 for election hardware replacements.

SECTION 9: *Periodic Financial Reports* – At the first City Council meeting of every month the City Treasurer shall provide a report reflecting all check disbursements for the prior month. At the second Council meeting of every month a report will be provided reflecting the fiscal-year-to-date revenues and expenditures compared to the budgeted amounts in the City's 101, 202, 203 and 401 accounts.

SECTION 10: *Budget Monitoring* – Whenever it appears to the City Manager, Treasurer, Clerk, Mayor, or Council that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures will exceed an appropriation, the City Manager or Treasurer shall present to the City Council recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

SECTION 11: *Council Adoption* – Resolution made by Council member _____, seconded by Council member _____ to adopt this General Appropriations Act for the 2026-2027 Fiscal Year.

ROLL CALL VOTE RESULTS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION DECLARED ADOPTED this 8th day of June, 2026.

Angie Guillen

City Clerk, City of the Village of Clarkston

CITY OF THE VILLAGE OF CLARKSTON
RESOLUTION NO. [____]

A RESOLUTION TO ESTABLISH THE MILLAGE RATE FOR THE CITY OF THE VILLAGE OF CLARKSTON FOR THE 26-27 FISCAL YEAR.

Minutes of a regular meeting of the Council of the City of the Village of Clarkston, Oakland County, Michigan, held at 375 Depot Road, Clarkston MI, on June 8, 2026 at 7:00 PM.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

The following preamble and resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS, the City Manager of the City of the Village of Clarkston presented a draft budget for the 26/27 Fiscal Year in a Public Hearing in the May 26, 2026 City Council meeting. Final approval of the budget was completed in the June 8, 2026 City Council meeting.

WHEREAS, the draft budget included a proposal to levy the Maximum Allowable Millage of 11.4107.

WHEREAS, the Millage Rate of 11.4107 (an decrease from the 11.4923 mills levied in the 25/26 FY) will be split between 5.7054 mills in the Summer Tax Bill and 5.7053 mills in the Winter Tax Bill. No additional mills will be levied in July 2026 for debt payments.

NOW, THEREFORE, BE IT RESOLVED THAT, the City Council authorizes City Treasurer Gregory Cote' to prepare the Summer 2026 tax bills based on a millage rate of 5.7054 and the Winter 2026 tax bill based on a millage rate of 5.7053.

PRESENT: Councilmembers: _____

NAYS: Councilmembers: _____

ABSENT: Councilmembers: _____

RESOLUTION DECLARED ADOPTED.

Angie Guillen, City Clerk

CERTIFICATION

The forgoing resolution was certified at a regular meeting of the Council of the City of the Village of Clarkston held on June 8, 2026.

Angie Guillen, City Clerk