

NORTHVILLE COMMONS - FARMERS MARKET
CONSORTIUM (“Consortium”)

Special Meeting

AGENDA

Wednesday, October 8, 2025
1:30 pm

Charter Township of Northville – Township Hall
44405 Six Mile Road, Northville, MI 48168

1. Call to Order and Introductions:
 - Mark J. Abbo, Supervisor, Charter Township of Northville (“Township”)
 - Brian Turnbull, Mayor, City of Northville (“City”)
 - Others: _____
2. Approval of the Agenda
ACTION: _____
3. Approval of the Meeting Minutes of the Organizational Meeting held on March 4, 2025
4. Approval of the Meeting Minutes of the Special Meeting held on May 1, 2025
5. Public Hearing - Review and consideration of the Proposed 2026 Budget
ACTION: _____
6. Review and consideration an Amendment to the Consortium Agreement dated February 27, 2025
7. Review and consideration of any other business concerning the Farmers Market
ACTION: _____
8. Public comment:
ACTION: _____
9. New business:
ACTION: _____
10. Adjournment (Time: _____)

Cynthia L. Jankowski
Secretary for the Consortium

**MINUTES
ORGANIZATIONAL MEETING
NORTHVILLE COMMONS – FARMER’S MARKET CONSORTIUM
MEMBERSHIP BOARD**

DATE: Tuesday, March 4, 2025
TIME: 10:30 a.m.
PLACE: Township Hall, 44405 Six Mile Road

Call to Order:

Acting Chair, Township Supervisor Mark Abbo called the meeting to order at 10:30 a.m.

Present: Mark Abbo, Supervisor, Charter Township of Northville
Brian Turnbull, Mayor of the City of Northville
Cynthia L. Jankowski, Clerk, Charter Township of Northville
George Lahanas, Manager, City of Northville

1. Call to Order and Introductions:

- Mark J. Abbo, Supervisor, Charter Township of Northville (“Township”)
- Brian Turnbull, Mayor, City of Northville (“City”)
- Cynthia L. Jankowski, Clerk, Charter Township of Northville
- George Lahanas, Manager, City of Northville

2. Approval of the Agenda:

Motion by Board Member Turnbull to approve Meeting Agenda Item Nos. 1, 2, 3, 4, 5, 10, 22 and Public Comments, second by Board Member Jankowski.

VOTE: **AYES:** Abbo, Turnbull, Jankowski, Lahanas
 NAYES: None

Motion Approved

3. Adoption of *Robert’s Rules of Order*:

Motion by Member Jankowski to adopt Robert’s Rules of Order, second by Member Turnbull.

VOTE: **AYES:** Abbo, Turnbull, Jankowski, Lahanas
 NAYES: None

Motion Approved

4. Review and Approve/Adopt Northville Commons / Farmer’s Market Consortium Agreement between Township and City:

Motion by Member Lahanas to approve and adopt the Northville Commons/Farmer’s Market Consortium Agreement between the Charter Township of Northville (“Township”) and the City of Northville (“City”), second by Member Turnbull.

VOTE: **AYES:** Abbo, Turnbull, Jankowski, Lahanas
 NAYES: None

Motion Approved

5. Review and Approve/Appoint Membership Board for the Consortium:

Motion by Member Lahanas to appoint and approve the following Board Members to officer positions, second by Member Turnbull.

- Brian Turnbull - Chair
- Mark J. Abbo – Vice Chair
- Cynthia L. Jankowski - Secretary
- George Lahanas - Treasurer

Others in attendance introduced themselves: Glenn Caldwell, Township Manager; Wendy Hillman, Director of Finance; Sheila Weber, Township Executive Administrator; Bill Brickey, Plante Moran; Nancy Darga, Farmer’s Market Task Force; Tony Chubb, attorney for the City, William Hosler, attorney for the Township, and John Cipolla, Northville resident.

VOTE: **AYES:** Abbo, Turnbull, Jankowski, Lahanas
 NAYES: None

Motion Approved

Vice Chair Abbo turned the meeting over to Chair Turnbull.

10. Review/Discuss/Approve creation of Northville Commons Farmers Market, Inc., a Michigan nonprofit corporation (“Corporation”):

Motion by Secretary Jankowski to approve creation of the Northville Commons Farmers Market, Inc., a Michigan non-profit corporation, second by Chair Turnbull.

VOTE: **AYES:** Abbo, Turnbull, Jankowski, Lahanas
 NAYES: None

Motion Approved

Public Comment: NONE

22. The meeting was adjourned at 10:34 a.m.

Respectfully submitted

A handwritten signature in blue ink, appearing to read "Cynthia L. Jankowski".

Cynthia L. Jankowski, Consortium Secretary
Approved:

**MINUTES
SPECIAL MEETING
NORTHVILLE COMMONS – FARMERS’ MARKET CONSORTIUM
AGREEMENT (Consortium)**

DATE: Thursday, May 1, 2025
TIME: 3:00 p.m.
PLACE: City Hall, 215 West Main Street, Northville, MI 48167

1. Call to Order and Introductions:

Chair Turnbull called the meeting to order at 3:00 p.m. Present were:

- Chair Brian Turnbull, Mayor, City of Northville
- Vice Chair Mark J. Abbo, Supervisor, Charter Twp. of Northville
- Secretary Cynthia L. Jankowski, Clerk, Charter Twp. of Northville
- Treasurer George Lahanas, Manager, City of Northville

Others in attendance were:

- Wendy Hillman, Finance Director, Township of Northville
- Anthony Chubb, Esq., Giarmarco, Mullins & Horton

2. Approval of the Agenda:

Motion by Vice Chair Abbo to approve the agenda as presented, second by Treasurer Lahanas.

VOTE: **AYES:** Abbo, Turnbull, Jankowski, Lahanas
 NAYES: None

Motion Approved

3. Approve the Transfer and Acceptance of the Township Parcel and the City Parcel to the Consortium:

Motion by Vice Chair Abbo to approve the transfer and acceptance of the Township parcel and the City parcel to the Consortium in a form acceptable to the Township and City attorneys, second by Treasurer Lahanas.

VOTE: **AYES:** Abbo, Turnbull, Jankowski, Lahanas
 NAYES: None

Motion Approved

4. Review and Acceptance of Application/Requests for Use of the Farmers' Market Consortium Property:

Motion by Treasurer Lahanas to begin acceptance and review of applications for requests for use of the Farmers Market Consortium property by Northville Parks and Recreation for events within the next 30 days, in a form approved by the Chair and Vice Chair, second by Vice Chair Abbo.

VOTE: **AYES:** Abbo, Turnbull, Jankowski, Lahanas
 NAYES: None

Motion Approved

5. Review and Consideration of any other business concerning the Farmers' Market:

No motion brought forward.

6. Public Comment: None

7. New Business: Pros and Cons Discussion:

Pros: Vendors were happy that the property was illuminated and that the City's social district chalets were available to those without tents and picnic tables were utilized by food truck patrons. Attendees' comments received at the venue, and those received on the Township's Facebook page, were positive. General consensus was that opening day could not have gone any better, except for the weather.

Cons/Opportunities: Continued leveling of the property to solve water pooling issues. Add to the number of food trucks as the market grows in popularity. Better directional signage. Park a police car at the front of the property so motorists lower their speed in that area. Future consideration of a water supply, whether a water tap or re-use of the tank from the former farmers' market space. .

The meeting was adjourned at 3:43 p.m.

Respectfully submitted



Cynthia L. Jankowski, Consortium Secretary
Approved:



NORTHVILLE COMMONS – FARMERS' MARKET CONSORTIUM

44405 Six Mile Road
Northville Township, MI 48168
Phone: 248-348-5800

MANAGERS

Brian Turnbull, Chair
Mark J. Abbo, Vice-Chair
Cynthia L. Jankowski
George Lahanas

TO: Northville Commons-Farmers Market Consortium Membership Board
FROM: Consortium Finance Committee
SUBJECT: Proposed 2026 Budget
DATE: October 8, 2025

Budget Impact

The Northville Commons – Farmers' Market Consortium ("Consortium") budget has been developed with the understanding that all costs will be shared equally between the City of Northville ("City") and Charter Township of Northville ("Township"). These contributions will be the main source of revenue for the Consortium.

The budget anticipates nominal revenue in addition to the contributions. Once the main banking is established with Comerica, it is anticipated that an investment account will be opened at Michigan Class. Contributions will remain in Michigan Class and will be transferred into the main checking account based on liquidation needs. A small amount of interest income has been budgeted. Current rates at Michigan Class are approximately 500 basis points.

Additionally, a modest amount of lease revenue and special event revenue is budgeted. The structure of both the lease and special event revenue streams remains under review and will be finalized by the Consortium.

Expenditures have been organized into three primary categories: administrative, professional services, and property costs.

1. Administrative costs include audit and accounting services, bank fees, insurance premiums, and marketing expenses. The current expenditure budget for administrative costs is \$25,500.
2. Professional services are budgeted for \$15,000 to address soft costs related to anticipated land improvements. The soft costs include consulting, legal, and engineering fees.
3. Property-related costs reflect direct investment in ongoing land maintenance and the payment of Winter 2025 property taxes. Maintenance costs primarily reflect contractual services, which currently are anticipated to be

managed by PRS. Winter 2025 property taxes will represent the final tax obligations for the property moving forward.

Next Steps

The Consortium will review and consider adoption of the proposed budget at its October meeting. Following Consortium approval, the budget will be presented to both the Township Board and the City Council prior to December 31, 2025. Upon adoption, the Consortium will issue invoices to both the City and the Township on or after January 1, 2026, for their respective budgeted shares of costs, ensuring equal financial participation.

Northville Commons - Farmers Market
 Charter Township of Northville - City of Northville
 2026 Proposed Budget

	Township / City Ledger				Consortium
	2025 Original Budget	Amendments	2025 Amended Budget	2025 Actual (Projected)	2026 Proposed Budget
---Revenue---					
A. Local Contributions:					
City of Northville	\$ 1,418,197	\$ -	\$ 1,418,197	\$ 1,458,900	\$ 26,500
Charter Township of Northville	1,418,197	-	1,418,197	1,458,900	26,500
B. Lease Revenue - Chamber	-	-	-	-	1,000
C. Special Event Revenue	-	-	-	-	2,000
D. Interest Income	-	-	-	-	5,000
Total Revenue	2,836,393	-	2,836,393	2,917,800	61,000
---Expenditures---					
A. Administrative Costs:					
Accounting Auditing	12,000	-	12,000	5,000	15,000
Bank Fees	500	-	500	500	2,500
Insurance Premium	-	-	-	-	5,000
Printing and Publishing Marketing	-	-	-	-	3,000
B. Professional Services:					
Engineering	-	-	-	138,000	5,000
Legal	-	-	-	10,000	5,000
Planning Design Consultant	-	-	-	13,000	5,000
C. Property Costs:					
Improvements	248,893	-	248,893	138,000	-
Land Sale	2,575,000	-	2,575,000	2,600,000	-
Maintenance	-	-	-	1,000	2,500
Permit Fees	-	-	-	1,300	-
Taxes	-	-	-	11,000	10,000
Total Expenditures	\$ 2,836,393	\$ -	\$ 2,836,393	\$ 2,917,800	\$ 53,000
Beginning Fund Balance					
	\$ -	\$ -	\$ -	\$ -	\$ -
Net estimated costs in excess of cash flows					
	-	-	-	-	8,000
Ending Fund Balance					
	\$ -	\$ -	\$ -	\$ -	8,000



NORTHVILLE COMMONS - FARMERS' MARKET CONSORTIUM

44405 Six Mile Road
Northville Township, MI 48168
Phone: 248-348-5800

MANAGERS

Brian Turnbull, Chair
Mark J. Abbo, Vice-Chair
Cynthia L. Jankowski
George Lahanas

NORTHVILLE COMMONS – FARMERS' MARKET CONSORTIUM RESOLUTION NO. 25-01 RESOLUTION TO APPROVE 2026 BUDGET

A resolution to establish a general appropriations act for the Northville Commons – Farmers' Market Consortium ("Consortium").

WHEREAS, this budget takes into consideration the Consortium's fiscal analysis and financial planning through fiscal year 2026, and

WHEREAS, a public hearing was held on October 8, 2025 on the proposed budget, and

WHEREAS, the Consortium Board has given due consideration to the budget and desires to adopt the 2026 proposed budget at the fund level, and

NOW THEREFORE BE IT HEREBY RESOLVED that the Northville Commons – Farmers' Market Consortium approves the 2026 Budget, as presented:

Northville Commons - Farmers' Market Consortium REVENUE

DESCRIPTION	2026 Adopted Budget
Local sources	\$ 53,000
Lease fee revenue	1,000
Special event revenue	2,000
Interest income	5,000
Total Revenue	<u>\$ 61,000</u>

APPROPRIATIONS

DESCRIPTION	2026 Adopted Budget
General Fund	<u>\$ 53,000</u>

Brian Turnbull, Chair

Mark J. Abbo, Vice-Chair