



**Regular City Council Meeting  
7:00 PM, TUESDAY, JANUARY 17, 2017  
City Council Chambers  
23600 Liberty Street  
Farmington, MI 48335**

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**REGULAR MEETING AGENDA**

**1. CALL TO ORDER**

**Roll Call**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF ITEMS ON CONSENT AGENDA**

**A. Second Quarter Building Report**

**B. Farmington Monthly Payments Report - December 2016**

**C. Public Safety Monthly Report-December 2016**

**D. Minutes**

**1. Minutes of the City Council - Regular - Dec 19, 2016 7:00 PM**

**2. Minutes of the City Council - Special - Dec 19, 2016 6:00 PM**

**4. APPROVAL OF REGULAR AGENDA**

**5. PUBLIC COMMENT**

**6. PRESENTATION/PUBLIC HEARINGS**

**A. Greater Farmington Area Chamber of Commerce Executive Director Mary Martin**

**B. Farmington Farmers & Artisans Market Manager Walter Gajewski**

**7. UNFINISHED BUSINESS**

**8. NEW BUSINESS**

- A. Consideration to Accept Principal Shopping District (PSD) Report and Schedule Public Hearing**
  
- B. Consideration to Provide City of Farmington Residents the Water Residential Assistance Program (WRAP) Administered by Oakland Livingston Human Service Agency.**
  
- C. Consideration to Approve Construction Estimate No.1 for the Rapid Flashing Beacon at Farmington Road & State Street**
  
- D. Michigan Department of Transportation (MDOT), Request for a Variance of the City's Noise Ordinance for the Resurfacing and Other Repairs of Grand River Avenue in 2017.**
  
- E. Consideration to Approve Change Order No. 1 & Construction Estimate No. 5 (Final) for the 2014 Sanitary Sewer Rehabilitation**

**9. DEPARTMENT HEAD COMMENTS****10. COUNCIL COMMENT****11. CLOSED SESSION - LAND ACQUISITION****12. ADJOURNMENT**

**Farmington City Council  
Staff Report**

**Council Meeting Date:**  
January 17, 2017

**Reference  
Number  
(ID # 2348)**

**Submitted by:** David Murphy, City Manager

**Description:** Second Quarter Building Report

**Requested Action:**

<<Enter Requested Action or None>>

**Background:**

<<Enter Background or None>>

**Agenda Review**

**Review:**

David M. Murphy Pending

City Manager Pending

City Council Pending 01/17/2017 7:00 PM

**CITY OF FARMINGTON**  
**BUILDING DEPARTMENT**

*2nd Quarter Report*

*October 1, 2016  
through  
December 31, 2016*

*John D. Koncsol  
Building Official  
Building Inspector*

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)

FY 2016 - 17

MONTH	NEW HOMES		HOME REMODEL		SHEDS/GARAGES		COMMERCIAL REMODEL		COMMERCIAL BUILDING		INDUSTRIAL REMODEL	
	No. of Permits	Value	No. of Permits	Value	No. of Permits	Value	No. of Permits	Value	No. of Permits	Value	No. of Permits	Value
JULY	1	\$124,560	1	\$84,046.99	1	\$20,000	1	\$85,000				
AUGUST	1	\$141,000	1	\$45,000	4	\$82,583	2	\$248,000				
SEPTEMBER	1	\$108,000	1	\$32,380			1	\$10,000				
OCTOBER			4	\$151,475	2	\$7,000	2	\$375,000				
NOVEMBER			1	\$30,000	1	\$8,000	2	\$155,500				
DECEMBER			1	\$5,000								
JANUARY												
FEBRUARY												
MARCH												
APRIL												
MAY												
JUNE												
<b>TOTAL</b>	<b>3</b>	<b>\$373,560</b>	<b>9</b>	<b>\$347,902</b>	<b>8</b>	<b>\$117,583</b>	<b>8</b>	<b>\$873,500</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)

## 2016 - 17 CASH SHEET SUMMARY

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	Jun
Building	\$4,166	\$6,190	\$3,687	\$7,391	\$4,486	\$988						
Building Registration	\$300	\$240	\$360	\$240	\$210	\$60						
Building Bond	\$1,393	\$2,653	\$1,680	\$3,401	\$2,031	\$380						
Water Tap/Meter				\$4,568								
Sewer Tap												
Construction Water												
Water/Sewer Debt												
Sign	\$300	\$50	\$200	\$375	\$200	\$75						
Sign Registration	\$75	\$50	\$25	\$25	\$25							
Fence	\$120	\$120	\$90	\$60	\$60	\$30						
Fence Registration	\$40			\$20	\$20							
Pool												
Approach/Sidewalk	\$40	\$20	\$20		\$20							
Mechanical	\$1,825	\$1,320	\$1,095	\$5,612	\$1,065	\$790						
Mechanical Registration	\$150	\$120	\$510	\$254	\$240	\$210						
Electrical	\$1,327	\$1,486	\$1,258	\$3,849.50	\$1,089	\$556						
Electrical Registration	\$60	\$210	\$150	\$180	\$150	\$30						
Plumbing	\$1,882	\$1,315	\$1,128	\$821	\$997	\$1,505						
Plumbing Registration	\$32	\$80	\$80	\$48	\$32	\$64						
Zoning Board of Appeals	\$100											
Engineering Fees			\$1,000									
Planner Fees			\$1,000									
Plan Review	\$200	\$375	\$775	\$275	\$535	\$150						
Foreclosures				\$150								
Other						-\$71						
<b>Total</b>	<b>\$12,010.00</b>	<b>\$14,229.00</b>	<b>\$13,058.00</b>	<b>\$27,269.50</b>	<b>\$11,160.00</b>	<b>\$4,767.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)

NUMBER OF PERMITS ISSUED BY MONTH

FY 2016 - 17

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	To
Single Family Home	1	1	1										
Residential Alteration		1	2	4	1	1							
Garage/Shed	1	4		2	1								
Commercial Building													
Commercial Alteration	1	2	1	2	2								
Industrial Building													
Industrial Alteration													
Church, School													
Church, School Alteration													
Office, Bank, Professional Building													
Office, Bank, etc Alteration													
Swimming Pool		1											
Fence	4	4	3	2	2	1							
Sign	5	1	2	4	2	1							
Fire Repair	1												
Observable Inspection													
Roof, Siding, Windows	11	15	24	18	15	6							
Sidewalk/Approach	2	1	1		1								
Demolition													
Temporary Signs				1	1	1							
Other	2		2	2	2								
<b>Total</b>	<b>28</b>	<b>30</b>	<b>36</b>	<b>35</b>	<b>27</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16</b>

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)

BUILDING PERMITS

MONTH	2016 - 17		2015 - 16		2014 - 15	
	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES
JULY	28	\$4,166	29	\$4,278	28	\$4,059
AUGUST	30	\$6,190	25	\$9,155	12	\$1,436
SEPTEMBER	36	\$3,687	35	\$21,317	22	\$4,276
OCTOBER	35	\$7,391	25	\$6,754	38	\$5,462
NOVEMBER	27	\$4,486	25	\$3,870	16	\$2,495
DECEMBER	10	\$988	15	\$2,995	12	\$1,341
JANUARY						
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						
<b>TOTAL</b>	<b>166</b>	<b>\$26,908</b>	<b>154</b>	<b>\$48,369</b>	<b>128</b>	<b>\$19,069</b>

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)



## ELECTRIC PERMITS

	2016 - 17		2015 - 16		2014 - 15	
MONTH	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES
JULY	12	\$1,327	6	\$386	7	\$866
AUGUST	14	\$1,486	7	\$623	13	\$1,113
SEPTEMBER	9	\$1,258.00	9	\$1,207.50	8	\$685
OCTOBER	22	\$3,849.50	11	\$1,483.50	8	\$863
NOVEMBER	5	\$1,089	7	\$729	11	\$795
DECEMBER	7	\$556	19	\$1,535	8	\$749
JANUARY						
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						
<b>TOTAL</b>	<b>69</b>	<b>\$9,566</b>	<b>59</b>	<b>\$5,964</b>	<b>55</b>	<b>\$5,071</b>

## MECHANICAL PERMITS

MONTH	2016 - 17		2015 - 16		2014 - 15	
	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES
JULY	27	\$1,825	11	\$735	6	\$305
AUGUST	15	\$1,320	8	\$450	4	\$260
SEPTEMBER	22	\$1,095	9	\$530	1	\$105
OCTOBER	26	\$5,612	10	\$1,105	14	\$1,140
NOVEMBER	11	\$1,065	13	\$2,199	11	\$790
DECEMBER	10	\$735	15	\$605	7	\$415
JANUARY						
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						
<b>TOTAL</b>	<b>111</b>	<b>\$11,652</b>	<b>66</b>	<b>\$5,624</b>	<b>43</b>	<b>\$3,015</b>

## PLUMBING PERMITS

	2016 - 17		2015 - 16		2014 - 15	
MONTH	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES	NUMBER OF PERMITS	FEES
JULY	7	\$1,882	9	\$586	7	\$668
AUGUST	14	\$1,315	4	\$324	7	\$610
SEPTEMBER	11	\$1,128	8	\$962	3	\$180
OCTOBER	9	\$821	11	\$1,392	11	\$1,006
NOVEMBER	5	\$997	12	\$1,465	8	\$574
DECEMBER	11	\$1,505	14	\$1,429	4	\$250
JANUARY						
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						
<b>TOTAL</b>	<b>57</b>	<b>\$7,648</b>	<b>58</b>	<b>\$6,158</b>	<b>40</b>	<b>\$3,288</b>

CODE ENFORCEMENT LOG

MONTH: October 2016

VIOLATIONS	METHOD OF CONTACT				TOTAL
	PHONE	VERBAL	LETTER	WARNING TICKET	
Automobiles				1 (8)	1
Recreational Vehicles			1	1 (1)	2
Trash				1 (5)	1
Streets / Sidewalks					
Commercial Property Maint.				1 (3)	1
Signs					
Housing Code				2 (9)	2
Fences					
Nuisances				2 (2)	2
Zoning:				2 (6)	2
Grass/Weeds					
Blight					
Commercial Vehicle					
Total			1	10	11

RESULTS						
COMPLIANCE	NON-COMPLIANCE	COURT	PENDING	CITY COUNCIL	ZONING BOARD	TOTAL
		1				1
1(1)			1			2
		1				1
		1				1
1		1 (7)				2
2 (4)						2
		1 (10)	1			2
4		5	2			11

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)

INSPECTIONS	
Gas Pressure Tests	5
Rough Building	32
Final Building	12
Foundation	7
Observable Component	
Roof	
Heating/Cooling	18
Foreclosure Inspection	1
Total	75

PLAN REVIEW	
Signs	5
Buildings	2
Fences	
Decks	
Fire Suppression	1
Political Signs in ROW	20
Total	28

CODE ENFORCEMENT LOG

MONTH: October 2016

## COMPLAINTS:

- 1) Gift of India owner warned about keeping an utility trailer in parking lot for storage.
- 2) Shopping carts (1 Target, 4 Tuesday Morning and TJ Maxx) found in rear of TJ Maxx parking lot; owners retrieved them.
- 3) World Wide Center owner ticketed for not maintaining front façade; pending court review.
- 4) Homeowners on Earl Court and Shiawasse at Power warned for shrubs obstructing City sidewalk.
- 5) Dubin Optometric cited for trash bags on ground and not in dumpster; owner plead responsible; court waived fines and costs this time; another violation will be \$250.00.
- 6) Nail/spa location at Farmington and Grand River installed LED lights around windows which is not allowed.
- 7) Homeowner at Oakland near Wilmarth ticketed for not repairing damage to back of house (off alley) from fallen City tree.
- 8) Second violation at Springbrook Gardens for blight truck in parking lot; court gave until January 1st to remove or City can get court order.
- 9) Judge Brady to give Economic and Community Development Department court order to allow City to do exterior work at house where owner died in Bel-Air Subdivision; also, to get search warrant for vacant gas station at Farmington and 9 Mile Road.
- 10) Farmington Florist cited for continued outdoor sales area violation; using area for storage of products other than what is "for sale".

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)

CODE ENFORCEMENT LOG

MONTH: November 2016

VIOLATIONS	METHOD OF CONTACT				TOTAL
	PHONE	VERBAL	LETTER	WARNING TICKET	
Automobiles				5 (1)(4)	5
Recreational Vehicles				2	2
Trash					
Streets / Sidewalks					
Comm. Property Maint.			225 (5)	1	226
Signs					
Housing Code				1	1
Fences					
Nuisances				1	1
Zoning:					
Property Blight					
Grass (over 8")					
Brush					
Blight Vehicles					
Rodent Activity					
Work w/o Permits					
Total			225	10	235

RESULTS						
COMPLIANCE	NON-COMPLIANCE	COURT	PENDING	CITY COUNCIL	ZONING BOARD	TOTAL
4 (3)		1 (2)				5
2						2
		1 (6)	225			226
		1 (8)				1
			1 (7)			1
6		3	226			235

INSPECTIONS	
Gas Pressure Tests	3
Rough Building	27
Final Building	15
Foundation	4
Observable Component	
Roof	
Heating/Cooling	6
Fireplace	
Foreclosures	
Total	55

PLAN REVIEW	
Signs	2
Buildings	1
Fences	1
Decks	1
Fire Suppression	
Demolition	
Basement Remodel	
Pool	
Temporary Sign	
Certificate of Occupancy:	
Plan Review for Suburban	1
Group-awaiting engineering	
Total	6

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)

CODE ENFORCEMENT LOG

MONTH: November 2016

COMPLAINTS:

- 1) Owner on Maple warned about commercial truck in driveway; owner indicated he had garage door problems and would get truck inside once fixed.
- 2) Junk vehicles behind ISOQA on Nine Mile; someone dumped them there; not related to owner or employees; working with owner to remove from property.
- 3) Homeowners on Floral and Farmington warned about vehicles with flat tires; owners took care of both.
- 4) Unlicensed car at Farmington Plaza Apartments; removed within warning period.
- 5) 225 letters about removing snow and ice from walks sent to owners of properties along Grand River and Farmington.
- 6) Owner of Dunkin Donuts issued court ticket for failing to finish outdoor landscaping per City approvals; court hearing pending.
- 7) Administrative search warrant obtained for vacant Nine Mile and Farmington gas station; City administration to meet with owners to discuss options December 12th to decide if further action will be taken.
- 8) City obtained court order to do exterior work/clean up of vacant home on Colchester; prior owner passed away and ownership now in probate; approximately \$350.00 of work needed to paint exterior peeling garage, fix exterior siding and deck, and general lot clean-up.

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)

CODE ENFORCEMENT LOG

MONTH: December 2016

VIOLATIONS	METHOD OF CONTACT				TOTAL
	PHONE	VERBAL	LETTER	WARNING TICKET	
Automobiles				2 (1)	2
Recreational Vehicles				2	2
Trash				5 (3)	5
Streets / Sidewalks					
Comm. Property Maint.			1 (4)	1	2
Signs					
Housing Code					
Fences					
Nuisances			23 (5)		23
Zoning:					
Work (no permit)					
Grass (over 8")					
Limbs/Brush					
Commercial Vehicle					
Total			24	10	34

COMPLIANCE	NON-COMPLIANCE	RESULTS				TOTAL
		COURT	PENDING	CITY COUNCIL	ZONING BOARD	
		1 (7)	1 (1)			2
1		1 (6)				2
5						5
1 (2)			1			2
23						23
30		2	2			34

INSPECTIONS	
Gas Pressure Tests	1
Rough Building	5
Final Building	18
Foundation	2
Observable Component	
Roof	
Heating/Cooling	18
Fireplace	
Foreclosures	
Fire Suppression	1
Certificate of Occupancy for new market at	
Uptown Plaza	1
Total	46

PLAN REVIEW	
Signs	1
Buildings	1
Fences	
Decks	
Garage	
Hood Suppression	1
Total	3

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)



CODE ENFORCEMENT LOG

MONTH: December 2016

COMPLAINTS:

- 1) Resident on Brookdale sent warning about cars on grass/not licenses/flat tires; as of 1/6/17, all taken care of except for one (1) car.
- 2) Ten Mile-Orchard Lake Shopping Center owners and Dollar General sent warning about hazardous exterior electrical box (cracked with exposed wiring); owners took care of it with electrician.
- 3) Five (5) warning notices to residences that had leaves at the curb after City program stopped.
- 4) Owner/tenant of Hershey's Ice Cream and Rumi sent letter advising of code issues-obsolete sign, storage of product inside, and exterior lighting in disrepair-30 days to correct.
- 5) 23 properties on Grand River/Farmington did not properly clear sidewalks of snow/ice from December 11, 2016 storm; City or City contractor had to clear; owners invoiced for costs.
- 6) Owner of house on Gill at Arundel warned/ticketed for utility trailer in driveway; owner agreed to work with City to resolve to comply with ordinance requirements.
- 7) Owners of The Winery ticketed for junk Hi-Lo/junk car in parking lot; plead responsible in court; paid fines and were given until January 31st to remove or another ticket will be issued.

Attachment: 2nd Quarter Building Report (2348 : Second Quarter Building Report)

**Farmington City Council  
Staff Report**

**Council Meeting Date:**  
January 17, 2017

**Reference  
Number  
(ID # 2345)**

**Submitted by:** Amy Norgard, Controller

**Description:** Farmington Monthly Payments Report - December 2016

**Requested Action:**

Approve Farmington Monthly Payments Report - December 2016

**Background:**

See attachment

**Agenda Review**

**Review:**

Amy Norgard      Pending

City Manager      Pending

City Council Pending      01/17/2017 7:00 PM

**CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT****MONTH OF DECEMBER 2016**

<b>FUND #</b>	<b>FUND NAME</b>	<b>AMOUNT:</b>
101	GENERAL FUND	\$ 293,160.91
202	MAJOR STREET FUND	\$ 7,213.24
203	LOCAL STREET FUND	\$ 9,977.08
359	2013 LTGO BONDS (OPEB)	\$ 100.00
592	WATER & SEWER FUND	\$ 560,101.75
595	FARMINGTON COMMUNITY THEATER FUND	\$ 36,842.52
640	DPW EQUIPMENT REVOLVING FUND	\$ 18,626.08
701	AGENCY FUND	\$ 46,655.56
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 95,542.66
	<b>TOTAL CITY PAYMENTS ISSUED:</b>	<b>\$ 1,068,219.80</b>
136	47TH DISTRICT COURT FUND	\$ 76,181.52
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 27,099.58
296	SWOCC FUND	\$ 3,514.16
290	FRIENDS OF THE GOVERNOR WARNER MANSION	\$ 5,491.24
	<b>TOTAL OTHER ENTITIES PAYMENTS ISSUED:</b>	<b>\$ 112,286.50</b>
	<b>TOTAL PAYMENTS ISSUED</b>	<b>\$ 1,180,506.30</b>

A detailed Monthly Payments Report is  
on file in the Treasurer's Office.

**CITY OF FARMINGTON - ACH PAYMENTS REPORT****MONTH OF DECEMBER 2016**

<b>TRANSFER FROM:</b>	<b>TRANSFER TO:</b>	<b>DESCRIPTION:</b>	<b>AMOUNT:</b>
Agency Tax	Farmington Public Schools	Tax Payment #11	8,568.80
Agency Tax	Oakland County	Tax Payment #11	11,751.18
Agency Tax	Farmington Comm. Library	Tax Payment #11	678.68
Agency Tax	Farmington Public Schools	Tax Payment #12	258,440.10
Agency Tax	Oakland County	Tax Payment #12	64,314.34
Agency Tax	Farmington Comm. Library	Tax Payment #12	19,780.16
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	321,580.87
General Fund	Federal Gov't	W/H & FICA Payroll	77,240.75
General Fund	MERS	November Transfer	44,287.54
General Fund	MERS HCSP	November Transfer	3,975.00
Agency	Ameraplan Flex	Debit Card Transactions	1,438.96
	<b>TOTAL CITY ACH TRANSFERS</b>		<b>812,056.38</b>
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	125,107.63
Court Fund	Federal Gov't	W/H & FICA Payroll	30,128.99
	<b>TOTAL OTHER ENTITIES ACH TRANSFERS</b>		<b>155,236.62</b>

**Farmington City Council  
Staff Report**

**Council Meeting Date:**  
January 17, 2017

**Reference  
Number  
(ID # 2343)**

**Submitted by:** Frank Demers, Director of Public Safety

**Description:** Public Safety Monthly Report-December 2016

**Requested Action:**

Approve Farmington Public Safety Monthly

**Background:**

See attachment

**Agenda Review**

**Review:**

Frank Demers      Completed    01/09/2017 10:53 AM

City Manager      Pending

City Council Pending      01/17/2017 7:00 PM



City of  
**FARMINGTON** Michigan

www.farmingtonpublicsafety.com

**FARMINGTON PUBLIC SAFETY DEPARTMENT**

23600 Liberty Street, Farmington, MI 48335 Tel 248-474-4700 Fax 248-442-9815

## MONTHLY REPORT **DECEMBER 2016**

### **Possession of Marijuana**

On December 2<sup>nd</sup> an Officer stopped a vehicle on M5 for a driver side tail light that was out/not functioning. While speaking with the driver, who provided a Michigan Identification card, the Officer noted the odor of marijuana from inside of the vehicle. The Officer confirmed that the driver did not have a valid license due to suspensions and was in possession of a small amount of suspected marijuana, which was located in a container under the driver's seat. The driver was arrest, issued a citation and housed in jail.

### **Operating while Intoxicated (OWI 1<sup>st</sup>)**

On December 3<sup>rd</sup> a day-shift Sergeant and Commander responded to the area of Warner and Cloverdale for a report of a motor vehicle crash with airbag deployment. Upon arrival, the driver was found to be passed out behind the wheel of the crashed vehicle. After waking the driver and checking for injuries the driver was questioned about what happened. The driver stated that they were just leaving a friend's house after a verbal argument, and admitted to consuming three vodka and cranberry drinks prior to driving. The driver completed field sobriety evaluations and a PBT which resulted .18(1). The driver was arrested for OWI 1<sup>st</sup>, was issued a citation for OWI (high BAC) and housed in jail until sober.

### **Open Liquor within a Motor Vehicle**

On December 3<sup>rd</sup> a Sergeant was dispatched to the parking lot of a Farmington business for a report of occupants smoking marijuana in the lot. Upon arrival the Sergeant located a vehicle matching the reported description parked and unoccupied with an open 24 oz. can of Miller Genuine Draft beer in the center console. The Sergeant located the registered owner of the vehicle nearby and determined that the beer was  $\frac{3}{4}$  full. The owner was issued a citation for open intoxicants and released.

### **Resisting Officer / Operating while Intoxicated (OWI 1<sup>st</sup>)**

On December 3<sup>rd</sup> an Officer stopped a vehicle in the area of Farmington Road and Nine Mile for driving without headlights after dark. While speaking with the driver the Officer noted the smell of an intoxicant and observed bloodshot and watery eyes. The driver admitted to having consumed a 24 oz. beer prior to driving as well as prescription medications prescribed to them. The driver completed some sobriety evaluations, but refused to submit to a PBT at which point the driver became verbally aggressive by

shouting and cursing at the Officer. The driver then began to physically resist by pulling away and fighting when Officers attempted to take him into custody for OWI. A search warrant for blood was obtained, the driver housed in jail, and the case forward to the Oakland County Prosecutors Office for warrant consideration.

### **Trespassing – Prowling**

On December 5<sup>th</sup> Officers responded to a report of a suspicious vehicle and persons in the parking garage of a Farmington Condominium complex. Upon arrival Officers located a running pick-up occupied by three male subjects backed up to a Dodge Challenger. Upon further investigation the Officers observed that the subject's vehicle had a floor jack, wrenches and bricks in plain view. Officers also observed the same bricks under the Challenger and suspected that the subjects were in the process of, and attempting to remove and steal the rims and tires off of the Challenger. The subjects denied that allegation, but could not provide a reasonable explanation for their presence in the area. The subject were taken into custody, issued citations and held in jail until they were arraigned.

### **Damage to Business Property**

On December 5<sup>th</sup> Officers responded to a Farmington business for a report of unknown subject(s) damaging retail property within the business. The value of the damage was reported to be approximately \$100.00. There were no witnesses to the damage and there are no suspects at this time.

### **Customer Trouble**

On December 7<sup>th</sup> a Farmington business requested the presence of an officer to handle a belligerent customer. A sergeant responded and learned that the customer in question had been repeatedly reminded by management to sign in and that he must follow the rules of the membership contract. On at least two occasions the customer responded with profanity and refused to comply or leave. The sergeant advised the customer that due to his behavior, his membership was revoked and he was not to return to the business.

### **Credit Card Fraud – Illegal Use**

On December 8<sup>th</sup> Officers responded to a Farmington business for a report of two customers attempting to purchase high dollar items with a fraudulent credit card. The officers arrived and made contact with the two while they were attempting to complete their transactions at the counter. Officers learned from the reporting party and business manager that they were advised that these two subjects attempted to make the same purchase in another store location in Ypsilanti, MI. After talking with the two subjects, the business manager, the credit card companies and reviewing the evidence, the officers determined that the one subjects was in possession of multiple fraudulent credit cards and a fake identification card. The other subject had an active warrant for his arrest. The subjects were arrested and processed. The case was forwarded to the Oakland County Prosecutors Office for warrant consideration.

### **Operating while Intoxicated (OWI 1<sup>st</sup>) – High BAC**

On December 8<sup>th</sup> an Officer stopped a vehicle in the area of Grand River and Orchard Lake for a red light violation. While speaking with the driver the Officer noted the smell



of an intoxicant, observed bloodshot and watery eyes and noted the drivers speech to be confused and slurred. The driver stated that he was coming from Craft Brew City in Farmington Hills and was on his way home. The driver completed field sobriety evaluations and submitted to a PBT which resulted .15(5). The driver was arrested for OWI, transported to jail, issued a citation, and held until sober.

### **Credit Card Fraud – Illegal Use**

On December 9<sup>th</sup> an Officer responded to a Farmington business for a report of the use of a fraudulent credit card to purchase liquor on four prior occurrences totaling a loss of approximately \$831.73. The officer learned that the unknown suspect made swipe transactions, using a MasterCard. The unknown suspect was captured on the in-store CCTV system and that footage was turned over to detectives for review and possible identification of the suspect.

### **Illegal Dumping**

On December 10<sup>th</sup> an officer responded to an illegal dumping complaint of personal trash into a business's alley dumpster. The caller was able to provide the officer with a license plate of the suspect vehicle as well as a physical description of the responsible. The officer identified the suspect vehicle and followed up with persons associated to that vehicle and identified the responsible party who admitted to dumping the debris because they thought that the business was closed. A citation for illegal dumping was issued.

### **Snow Emergency**

On December 11<sup>th</sup> at 1800 hrs. The City of Farmington declared a snow emergency due to a winter storm and significant accumulation of snow. City residents were advised to move their vehicles off of city streets by December 12<sup>th</sup> at 6:00 A.M. or the vehicles would be ticked and towed to allow for curb to curb snow plowing citywide.

### **Possession of Marijuana**

On December 16<sup>th</sup> an Officer stopped a vehicle in the area of Grand River and Orchard Lake Road for tinted windows and a "No Title Information" return after running the displayed Michigan license plate. The Officer stopping the vehicle and, while talking the driver, the Officer could smell the odor of marijuana. The driver admitted to smoking a "tail" and advised that there was also a "one-hitter" in the center console. The Officer later found a small amount of marijuana on the driver. The driver was arrested, issued a citation and housed in jail.

### **Operating while Intoxicated (OWI 1<sup>st</sup>) while Carrying a CCW**

On December 17<sup>th</sup> a Sergeant stopped a vehicle in the area of Orchard Lake and ten Mile Roads for running a red light. While speaking with the driver the Officer noted the odor of an intoxicant, observed bloodshot and glassy eyes and noted the driver was having trouble retrieving items from his wallet. It was further learned that the driver was a CPL holder and was in possession of a pistol. When asked about consuming any alcohol, the driver stated that he did not drink. The driver was asked out of the vehicle, relieved of the weapon and completed field sobriety evaluations, including a PBT, which resulted .10(3). During the inventory search of the vehicle an Officer located marijuana, which the driver stated was for personal use, but when asked stated that he



did not have a medical marijuana card. The driver was arrested for possession of marijuana and OWI, transported to jail, issued a citation, and held until sober.

#### **Assist Other Law Enforcement Agency**

On December 17<sup>th</sup> Farmington Officers responded to a call about an unresponsive driver inside a locked vehicle, in the ditch, on M5 near Halsted. Farmington Officers were the first to arrive and were able to unlock the vehicle without causing damage. After a quick assessment the driver was found to be cold and passed out due to the consumption of an intoxicating beverage. The incident and driver was turned over to FHPD who arrested the driver for OWI.

#### **Operating while Intoxicated (OWI 2<sup>nd</sup>)**

On December 17<sup>th</sup> a Sergeant stopped a vehicle in the area of Grand River and Nine Mile Road after running the displayed Michigan plate and seeing a "No Record on Computer" response. While speaking with the driver, who stated that he had not yet registered the vehicle, the Sergeant noted the smell of an intoxicant, and further observed the driver to have poor dexterity, and red-glassy eyes. The driver completed field sobriety evaluations for the Sergeant and submitted to a PBT which resulted .16(3). The driver was arrested for OWI, transported to jail and held until sober. The case was submitted to the Oakland County Prosecutors Office for OWI 2<sup>nd</sup> due to a prior OWI conviction on the driver's record.

#### **Possession of Marijuana**

On December 18<sup>th</sup> an Officer stopped a vehicle in the area of M5 and Halsted for a defective passenger side brake light. The Officer spoke with the driver of the vehicle who did not have a license, but provided their information verbally. A search for the driver in the database revealed that their license was currently suspended and there were multiple warrants for their arrest. The driver was asked out of the vehicle and while conducting a search, the Officer found that the driver was also in possession of marijuana. The driver was arrested, issued citations and housed in jail.

#### **Trespass - Arrest**

On December 20<sup>th</sup> a Farmington business reported that a subject that had been previously advised never to return, was in fact in the business, and when confronted by management refused to leave. Management contacted the police, and Officers responded, spoke with the manager and made contact with the subject in question. The subject was arrested for trespass and transported to jail where they were booked, issued a citation and released after posting bond.

#### **Possession of Marijuana**

On December 21<sup>st</sup> a Sergeant stopped a vehicle in the area of Grand River Ave and Orchard Lake for no operational tail lights. The Sergeant spoke with the driver and passenger of the vehicle, and while doing so smelled a strong odor of marijuana coming from the interior of the vehicle. A search and query of both occupants revealed that the passenger had a valid warrant for their arrest and was also in possession of marijuana and a digital scale. The driver and vehicle check clear and was released. The passenger was arrested, issued a citation and housed in jail.

**Injury Crash – Marijuana - Operating while Intoxicated (OWI 1<sup>st</sup>)**

On December 21<sup>st</sup> a Commander on patrol located a two vehicle injury crash in the area of Grand River and Nine Mile Road. Officers spoke with the two drivers involved as well as a witness that remained on scene. Officers and medics rendered aid and determined that the at-fault was intoxicated after submitting to a PBT resulting .20(3), was in possession of marijuana, open alcohol and was driving while license suspended. Due to the injuries sustained in the crash, the at-fault driver was transported to the hospital and issued citations.

**Larceny from Automobiles**

Between December 21<sup>st</sup> and December 22<sup>nd</sup> three residents of the Chatham Hills Subdivision reported that their unlocked vehicles had been entered, contents disturbed and loose change taken.

**Possess Narcotics**

On December 21<sup>st</sup> Officers responded to a Farmington residence for a report of a drug overdose. Responding Officers rendered care to the unconscious subject, including the administration of Naloxone (Narcan) which had a positive effect on the subject. While rendering care, Officers located a small number of orange pills. The subject stated that the orange pills were Adderall, which were purchased from a friend and that they do not have a prescription to possess. The pills were confiscated and will be submitted to the laboratory for further analysis. The case will be presented to the Oakland County Prosecutors Office for warrant consideration.

**Carrying Concealed Weapons (CCW)**

On December 23<sup>rd</sup> a Sergeant stopped a vehicle in the area of Orchard Lake and Fink after observing the vehicle in the lot of a closed business, and had a passenger side headlight out. While speaking the driver, sole occupant, the Sergeant smelled the odor of an intoxicant and marijuana coming from the interior of the vehicle. It was learned that the driver was coming from a local bar. A search of the vehicle was conducted and a small amount of marijuana was located in the driver side door pocket, as well as a loaded pistol on the passenger seat. The Sergeant noted that the driver did not have a medical marijuana card or a CCW License. The driver was arrested and the contraband confiscated. The case presented to the Oakland County Persecutors Office for warrant consideration.

**OWI (1<sup>st</sup>) High BAC**

On December 24<sup>th</sup> a Commander stopped a vehicle for making a prohibited a left turn from Grand River Ave onto Farmington Road. Upon making contact with the driver it was immediately apparent that the driver was highly intoxicated and was asked from the vehicle to complete field sobriety evaluations. The driver admitted to drinking and completed some evaluations which included a PBT that resulted .26(0). The driver was arrested, and housed in jail until sober and being arraigned.

**Fight / Concealed Weapons Violation**

On December 26<sup>th</sup> at approximately 03:17 AM, Farmington Public Safety Officers were dispatched to the downtown Pavilion on a report of a large group gathering. Officers

arrived on scene to find a male attempting to toss a knife into a trash can. Subsequent investigation determined that two males agreed to meet at the pavilion to settle an argument over a girl. The two got into a physical altercation which resulted in no serious injuries. The male who instigated the fight was arrested and issued a citation for assault and battery and lodged at the Farmington Jail. The male who was seen tossing a knife into the trash can was not physically involved in the altercation. He was arrested for carrying a concealed weapon and housed at the Farmington Jail. This violation was submitted to the Oakland County Prosecutor and a charge for carrying a concealed weapon was authorized.

### **Felony Warrant Arrest**

On December 27<sup>th</sup> a dayshift Officer stopped a vehicle for a defective headlight on Orchard Lake, near Astor. The Officer learned that the driver had a felony narcotics warrant out of the Grand Blanc Police Department. Grand Blanc PD advised us to hold the driver so they could pick her up. The driver was arrested and transported to the Farmington Jail pending pickup from Grand Blanc PD.

### **Operating Under the Influence of Narcotics / Possession of Dangerous Drugs**

On December 28<sup>th</sup> a night shift Sergeant stopped a vehicle for speeding and swerving in its lane on Grand River, near Orchard Lake. Subsequent investigation determined the driver to be under the influence of narcotics. A search of the vehicle located several pills containing a white substance. Also located in the vehicle was marijuana. The driver was arrested for operating under the influence of narcotics and possession of dangerous drugs. The case will be presented to the Oakland County Prosecutors once lab tests are completed on the pills.

### **Possession of Marijuana / Narcotic Paraphernalia**

On December 28<sup>th</sup> a night shift Officer stopped a vehicle in the area Power Rd and Cloverdale Ave for failing to yield the right of way. While the officer was speaking with the driver, the officer noticed him to be acting nervous. In addition, the rear passenger was making furtive hand movements towards a red bag in the vehicle. Consent was obtained to search the vehicle and marijuana and drug paraphernalia were located. The driver was arrested and transported to the Farmington Jail.

### **Larceny**

On December 30<sup>th</sup> a dayshift Sergeant responded to a Farmington business for a report of a stolen equipment trailer. The business owner stated that sometime between December 27<sup>th</sup> and December 29<sup>th</sup> a trailer parked in their back parking lot had been taken. The owner does not have any suspect information. A check with neighboring businesses did not locate any video footage showing the theft.

### **Possession of Marijuana / Narcotic Paraphernalia**

On December 30<sup>th</sup> a night shift Officer stopped a vehicle in the area Grand River Ave. and Orchard Ct. for speeding. While the officer was speaking with the driver the officer noticed the strong odor of marijuana emitting from the vehicle. A search of the vehicle located marijuana and drug paraphernalia. The driver was arrested and transported to the Farmington Jail.

### Monthly Training

During the month of December, all public safety personnel received training in CPR/AED recertification. In addition, all staff received cultural awareness training which was facilitated by Latika Mangrulkar of MAI Family Services. MAI Family Services is non-profit advocacy group committed to providing support to the South Asian community.



Total Calls	Medical Calls	Fire Calls	Traffic Stops	Crash Reports
980	70	12	449	12



## CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of December

Classification	Dec/2015	Dec/2016	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	0%
09004 JUSTIFIABLE HOMICIDE	0	0	0%
09005 DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	0%
09006 IN-CUSTODY DEATH	0	0	0%
10001 KIDNAPPING/ABDUCTION	0	0	0%
10002 PARENTAL KIDNAPPING	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	0%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	0%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	0	0%
12000 ROBBERY	0	0	0%
13001 NONAGGRAVATED ASSAULT	1	4	300%
13002 AGGRAVATED/FELONIOUS ASSAULT	0	0	0%
13003 INTIMIDATION/STALKING	0	0	0%
20000 ARSON	0	0	0%
21000 EXTORTION	0	0	0%
22001 BURGLARY -FORCED ENTRY	0	0	0%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	0	0%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	0	0	0%
23003 LARCENY -THEFT FROM BUILDING	1	1	0%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	17	2	-88.2%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	2	0	-100%
23007 LARCENY -OTHER	1	1	0%
24001 MOTOR VEHICLE THEFT	0	0	0%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	0%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	0	0	0%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	1	1	0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	2	0%
26003 FRAUD -IMPERSONATION	0	0	0%
26004 FRAUD -WELFARE FRAUD	0	0	0%
26005 FRAUD -WIRE FRAUD	0	0	0%
26007 FRAUD - IDENTITY THEFT	1	0	-100%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	0	0	0%
28000 STOLEN PROPERTY	0	0	0%
29000 DAMAGE TO PROPERTY	0	1	0%

## CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of December

Classification	Dec/2015	Dec/2016	%Change
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	0%
30002 RETAIL FRAUD -THEFT	0	0	0%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
30004 ORGANIZED RETAIL FRAUD	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	4	11	175%
35002 NARCOTIC EQUIPMENT VIOLATIONS	2	4	100%
36001 SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	0%
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%
37000 OBSCENITY	0	0	0%
39001 GAMBLING- BETTING/WAGERING	0	0	0%
39002 GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	0%
39003 GAMBLING -EQUIPMENT VIOLATIONS	0	0	0%
39004 GAMBLING -SPORTS TAMPERING	0	0	0%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	0%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%
40003 HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	0%
51000 BRIBERY	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	0	3	0%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	0%
52003 WEAPONS OFFENSE -OTHER	0	0	0%
64001 HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	0%
64002 HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	0%
72000 ANIMAL CRUELTY	0	0	0%
<b>Group A Totals</b>	<b>30</b>	<b>30</b>	<b>0%</b>
01000 SOVEREIGNTY	0	0	0%
02000 MILITARY	0	0	0%
03000 IMMIGRATION	0	0	0%
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%
14000 ABORTION	0	0	0%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%
22004 POSSESSION OF BURGLARY TOOLS	0	0	0%
26006 FRAUD -BAD CHECKS	1	0	-100%
36003 PEEPING TOM	0	0	0%
36004 SEX OFFENSE -OTHER	0	0	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	0%
38002 FAMILY -NONSUPPORT	0	0	0%
38003 FAMILY -OTHER	0	0	0%
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	1	4	300%
42000 DRUNKENNESS	0	0	0%
48000 OBSTRUCTING POLICE	0	1	0%
49000 ESCAPE/FLIGHT	0	0	0%
50000 OBSTRUCTING JUSTICE	6	4	-33.3%
53001 DISORDERLY CONDUCT	1	0	-100%

## CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of December

Classification	Dec/2015	Dec/2016	%Change
53002 PUBLIC PEACE -OTHER	0	1	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	2	0	-100%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	6	8	33.33%
55000 HEALTH AND SAFETY	1	1	0%
56000 CIVIL RIGHTS	0	0	0%
57001 TRESPASS	1	2	100%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
58000 SMUGGLING	0	0	0%
59000 ELECTION LAWS	0	0	0%
60000 ANTITRUST	0	0	0%
61000 TAX/REVENUE	0	0	0%
62000 CONSERVATION	1	0	-100%
63000 VAGRANCY	0	0	0%
70000 JUVENILE RUNAWAY	0	0	0%
73000 MISCELLANEOUS CRIMINAL OFFENSE	6	3	-50%
75000 SOLICITATION	0	0	0%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
<b>Group B Totals</b>	<b>26</b>	<b>24</b>	<b>-7.69%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	2	2	0%
2900 TRAFFIC OFFENSES	22	25	13.63%
3000 WARRANTS	14	27	92.85%
3100 TRAFFIC CRASHES	29	35	20.68%
3200 SICK / INJURY COMPLAINT	71	88	23.94%
3300 MISCELLANEOUS COMPLAINTS	123	142	15.44%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%
3500 NON-CRIMINAL COMPLAINTS	57	67	17.54%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	0%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	420	485	15.47%
3800 ANIMAL COMPLAINTS	7	2	-71.4%
3900 ALARMS	17	27	58.82%
NON-CRIMINAL COMPLAINTS	0	0	0%
<b>Group C Totals</b>	<b>762</b>	<b>900</b>	<b>18.11%</b>
2700 LOCAL ORDINANCES - GENERIC	0	0	0%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	0	-100%
4200 PARKING CITATIONS	0	0	0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	1	1	0%
4400 WATERCRAFT CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	51	15	-70.5%
4600 LIQUOR CITATIONS / SUMMONS	0	0	0%
4700 COMMERCIAL VEHICLE CITATIONS	0	0	0%
4800 LOCAL ORDINANCE WARNINGS	0	0	0%
4900 TRAFFIC WARNINGS	0	0	0%
MISCELLANEOUS A THROUGH UUUU	0	0	0%

## CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of December

Classification	Dec/2015	Dec/2016	%Change
TRAFFIC WARNINGS	0	0	0%
<b>Group D Totals</b>	<b>53</b>	<b>16</b>	<b>-69.8%</b>
5000 FIRE CLASSIFICATIONS	8	12	50%
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%
FIRE CLASSIFICATIONS	0	0	0%
<b>Group E Totals</b>	<b>8</b>	<b>12</b>	<b>50%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	0%
6200 ARREST ASSIST	0	0	0%
6300 CANINE ACTIVITIES	0	0	0%
6500 CRIME PREVENTION ACTIVITIES	0	0	0%
6600 COURT / WARRANT ACTIVITIES	0	0	0%
6700 INVESTIGATIVE ACTIVITIES	0	0	0%
COURT / WARRANT ACTIVITIES	0	0	0%
MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
INVESTIGATIVE ACTIVITIES	0	0	0%
CANINE ACTIVITIES	0	0	0%
<b>Group F Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Totals for all Groups</b>	<b>879</b>	<b>982</b>	<b>11.71%</b>



## CLK-008 MONTHLY SUMMARY OF OFFENSES (FC)

		Year To Date Through December		
Classification		2015	2016	%Change
<b>Group F Totals</b>		<b>0</b>	<b>0</b>	<b>0%</b>
09001	MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%
09002	NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	0%
09004	JUSTIFIABLE HOMICIDE	0	0	0%
09005	DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	0%
09006	IN-CUSTODY DEATH	0	0	0%
10001	KIDNAPPING/ABDUCTION	0	0	0%
10002	PARENTAL KIDNAPPING	0	0	0%
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	0%
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%
11003	SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	0%
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%
11005	SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	1	0	-100%
11006	SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	1	0%
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	1	0%
12000	ROBBERY	1	0	-100%
13001	NONAGGRAVATED ASSAULT	30	31	3.333%
13002	AGGRAVATED/FELONIOUS ASSAULT	3	4	33.33%
13003	INTIMIDATION/STALKING	12	8	-33.3%
20000	ARSON	2	0	-100%
21000	EXTORTION	0	0	0%
22001	BURGLARY -FORCED ENTRY	8	9	12.5%
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	1	2	100%
23001	LARCENY -POCKETPICKING	0	0	0%
23002	LARCENY -PURSESNAATCHING	0	1	0%
23003	LARCENY -THEFT FROM BUILDING	20	24	20%
23004	LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	2	0	-100%
23005	LARCENY -THEFT FROM MOTOR VEHICLE	43	43	0%
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	11	9	-18.1%
23007	LARCENY -OTHER	24	19	-20.8%
24001	MOTOR VEHICLE THEFT	7	4	-42.8%
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	0%
24003	MOTOR VEHICLE FRAUD	1	0	-100%
25000	FORGERY/COUNTERFEITING	3	10	233.3%
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	7	6	-14.2%
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	5	12	140%
26003	FRAUD -IMPERSONATION	0	0	0%
26004	FRAUD -WELFARE FRAUD	0	0	0%
26005	FRAUD -WIRE FRAUD	1	0	-100%
26007	FRAUD - IDENTITY THEFT	8	2	-75%
26008	FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000	EMBEZZLEMENT	4	5	25%
28000	STOLEN PROPERTY	2	3	50%

## CLR-008 Monthly Summary Of Offenses (FC)

		Year To Date Through December		
Classification		2015	2016	%Change
29000	DAMAGE TO PROPERTY	11	14	27.27%
30001	RETAIL FRAUD -MISREPRESENTATION	0	0	0%
30002	RETAIL FRAUD -THEFT	1	9	800%
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
30004	ORGANIZED RETAIL FRAUD	0	0	0%
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	45	70	55.55%
35002	NARCOTIC EQUIPMENT VIOLATIONS	26	43	65.38%
36001	SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	0%
36002	SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%
37000	OBSCENITY	2	0	-100%
39001	GAMBLING- BETTING/WAGERING	0	0	0%
39002	GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	0%
39003	GAMBLING -EQUIPMENT VIOLATIONS	0	0	0%
39004	GAMBLING -SPORTS TAMPERING	0	0	0%
40001	COMMERCIALIZED SEX -PROSTITUTION	0	0	0%
40002	COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%
40003	HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	0%
51000	BRIBERY	0	0	0%
52001	WEAPONS OFFENSE- CONCEALED	4	10	150%
52002	WEAPONS OFFENSE -EXPLOSIVES	0	0	0%
52003	WEAPONS OFFENSE -OTHER	1	1	0%
64001	HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	0%
64002	HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	0%
72000	ANIMAL CRUELTY	0	0	0%
<b>Group A Totals</b>		<b>286</b>	<b>341</b>	<b>19.23%</b>
01000	SOVEREIGNTY	0	0	0%
02000	MILITARY	0	0	0%
03000	IMMIGRATION	0	0	0%
09003	NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%
14000	ABORTION	0	0	0%
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%
22004	POSSESSION OF BURGLARY TOOLS	0	0	0%
26006	FRAUD -BAD CHECKS	11	6	-45.4%
36003	PEEPING TOM	0	0	0%
36004	SEX OFFENSE -OTHER	1	0	-100%
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	1	0	-100%
38002	FAMILY -NONSUPPORT	0	0	0%
38003	FAMILY -OTHER	0	0	0%
41001	LIQUOR LICENSE -ESTABLISHMENT	0	0	0%
41002	LIQUOR VIOLATIONS -OTHER	23	48	108.6%
42000	DRUNKENNESS	0	0	0%
48000	OBSTRUCTING POLICE	9	10	11.11%
49000	ESCAPE/FLIGHT	0	0	0%
50000	OBSTRUCTING JUSTICE	40	43	7.5%

## CLR-008 Monthly Summary Of Offenses (FC)

Classification	Year To Date Through December		
	2015	2016	%Change
53001 DISORDERLY CONDUCT	11	17	54.54%
53002 PUBLIC PEACE -OTHER	14	6	-57.1%
54001 Hit and RUN MOTOR VEHICLE ACCIDENT	5	1	-80%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	72	78	8.333%
55000 HEALTH AND SAFETY	5	4	-20%
56000 CIVIL RIGHTS	0	0	0%
57001 TRESPASS	22	31	40.90%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
58000 SMUGGLING	0	0	0%
59000 ELECTION LAWS	0	0	0%
60000 ANTITRUST	0	0	0%
61000 TAX/REVENUE	0	0	0%
62000 CONSERVATION	2	0	-100%
63000 VAGRANCY	1	2	100%
70000 JUVENILE RUNAWAY	0	2	0%
73000 MISCELLANEOUS CRIMINAL OFFENSE	52	53	1.923%
75000 SOLICITATION	0	0	0%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
<b>Group B Totals</b>	<b>269</b>	<b>301</b>	<b>11.89%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	32	50	56.25%
2900 TRAFFIC OFFENSES	204	273	33.82%
3000 WARRANTS	233	264	13.30%
3100 TRAFFIC CRASHES	299	378	26.42%
3200 SICK / INJURY COMPLAINT	940	919	-2.23%
3300 MISCELLANEOUS COMPLAINTS	1755	1881	7.179%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%
3500 NON-CRIMINAL COMPLAINTS	862	1008	16.93%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	0%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	5653	6210	9.853%
3800 ANIMAL COMPLAINTS	115	142	23.47%
3900 ALARMS	312	282	-9.61%
NON-CRIMINAL COMPLAINTS	0	0	0%
<b>Group C Totals</b>	<b>10405</b>	<b>11407</b>	<b>9.629%</b>
2700 LOCAL ORDINANCES - GENERIC	0	0	0%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	3	1	-66.6%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	0	-100%
4200 PARKING CITATIONS	0	3	0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	4	3	-25%
4400 WATERCRAFT CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	597	541	-9.38%
4600 LIQUOR CITATIONS / SUMMONS	0	0	0%
4700 COMMERCIAL VEHICLE CITATIONS	0	0	0%
4800 LOCAL ORDINANCE WARNINGS	0	0	0%
4900 TRAFFIC WARNINGS	0	0	0%

## CLR-008 Monthly Summary Of Offenses (FC)

Classification	Year To Date Through December		
	2015	2016	%Change
MISCELLANEOUS A THROUGH UUUU	0	0	0%
TRAFFIC WARNINGS	0	0	0%
<b>Group D Totals</b>	<b>606</b>	<b>548</b>	<b>-9.57%</b>
5000 FIRE CLASSIFICATIONS	117	150	28.20%
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%
FIRE CLASSIFICATIONS	0	0	0%
<b>Group E Totals</b>	<b>117</b>	<b>150</b>	<b>28.20%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	0%
6200 ARREST ASSIST	0	0	0%
6300 CANINE ACTIVITIES	0	0	0%
6500 CRIME PREVENTION ACTIVITIES	0	0	0%
6600 COURT / WARRANT ACTIVITIES	0	0	0%
6700 INVESTIGATIVE ACTIVITIES	0	0	0%
COURT / WARRANT ACTIVITIES	0	0	0%
MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
INVESTIGATIVE ACTIVITIES	0	0	0%
CANINE ACTIVITIES	0	0	0%
<b>Group F Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Totals for all Groups</b>	<b>11683</b>	<b>12747</b>	<b>9.107%</b>



**Regular City Council Meeting**  
**7:00 PM, MONDAY, DECEMBER 19, 2016**  
**City Council Chambers**  
**23600 Liberty Street**  
**Farmington, MI 48335**

**DRAFT**

## **REGULAR MEETING MINUTES**

A regular meeting of the Farmington City Council was held on December 19, 2016, at 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:06 PM by Mayor William Galvin.

### **1. CALL TO ORDER**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Sara Bowman	Councilmember	Present	
Greg Cowley	Councilmember	Present	
William Galvin	Mayor	Present	
Steve Schneemann	Mayor Pro Tem	Absent	
Jeff Scott	Councilmember	Present	

#### **City Administration Present**

Director Christiansen  
 Director Demers  
 Superintendent Eudy  
 City Clerk Halberstadt  
 Assistant to the City Manager Knowles (left at 7:55 PM)  
 City Manager Murphy  
 Attorney Saarela  
 Treasurer Weber

### **2. PLEDGE OF ALLEGIANCE**

Todd Craft, Farmington resident and member of the Downtown Development Authority Board, led the Pledge of Allegiance.

### **3. PUBLIC COMMENT**

No public comment was heard.

### **4. APPROVAL OF ITEMS ON CONSENT AGENDA**

- A. Farmington Monthly Payments Report - November 2016
- B. Public Safety Monthly Report - November 2016

Minutes Acceptance: Minutes of Dec 19, 2016 7:00 PM (Minutes)



## C. Minutes

1. Minutes of the City Council - Special - Nov 1, 2016 7:00 PM
2. Minutes of the City Council - Special - Nov 21, 2016 6:00 PM
3. Minutes of the City Council - Regular - Nov 21, 2016 7:00 PM
4. Minutes of the City Council - Special - Nov 28, 2016 5:30 PM
5. Minutes of the City Council - Special - Dec 5, 2016 7:00 PM

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Greg Cowley, Councilmember
<b>SECONDER:</b>	Jeff Scott, Councilmember
<b>AYES:</b>	Bowman, Cowley, Galvin, Scott
<b>ABSENT:</b>	Schneemann

## 5. APPROVAL OF REGULAR AGENDA

Move to approve the agenda as presented.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Sara Bowman, Councilmember
<b>SECONDER:</b>	Jeff Scott, Councilmember
<b>AYES:</b>	Bowman, Cowley, Galvin, Scott
<b>ABSENT:</b>	Schneemann

## 6. PRESENTATION/PUBLIC HEARINGS

## A. Eight Mile Boulevard Association

Present: Cindy Thomas, Executive Director, Eight Mile Boulevard Association (EMBA)

Thomas provided an update on the activities of the EMBA including core programs, 2016 highlights, and planned projects for 2017.

## B. Special Event - Haitian Art and Craft Festival

Present: Margareth Corkery, Bill McNeece, Valerie McNeece

City Administration advised that a request from the Haitian Network Group of Detroit was received to host an art and craft festival on July 29 and 30, 2017. It was noted Council had approved the group's 2015 festival request.

Corkery advised the event would follow the same format as the previous one.

Responding to a question from Bowman, Corkery stated they are seeking a gaming license in order to sell raffle tickets with the prize being a cruise to Haiti.

Responding to a question from Cowley, Corkery advised they anticipate 100 people will attend. She confirmed a license would be obtained from the Health Department.

Cowley recommended that event participants should be directed to untimed and remote parking.

Corkery commented that they have developed a list of local businesses that will be contacted to participate in the event.

Scott expressed appreciation for their engagement of businesses in the downtown for the event.

**Move to approve a special event request to hold a Haitian Art and Craft Festival in Riley Park/Sundquist Pavilion on Saturday, July 29, 2017, from 5:00 p.m. to 10:00 p.m., and Sunday, July 30, 2017, from 10:00 a.m. to 10:00 p.m.; and adopt a Michigan State Resolution for a Charitable Gaming License.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Sara Bowman, Councilmember
<b>SECONDER:</b>	Jeff Scott, Councilmember
<b>AYES:</b>	Sara Bowman, Greg Cowley, William Galvin, Jeff Scott
<b>ABSENT:</b>	Steve Schneemann

**7. NEW BUSINESS**

**A. Consideration to Adopt Resolution Recommending Approval of Redevelopment Liquor License for Landgate, Inc. (DBA Bellacino's Pizza & Grinders)**

Present: Joseph Takla, Owner of Bellacino's Pizza & Grinders

City Administration advised materials in support of the issuance of a Redevelopment Liquor License to Landgate, Inc. (DBA Bellacino's Pizza & Grinders) has been received. According to procedural requirements outlined by the Michigan Liquor Control Commission (MLCC), for said applicant to secure a Redevelopment Liquor License, the Farmington City Council must authorize the submittal of information as required.

Minutes Acceptance: Minutes of Dec 19, 2016 7:00 PM (Minutes)

If approved, city staff will assemble and supply the appropriate materials to attorneys for Landgate, Inc., to accompany the application to the MLCC.

Responding to a question from Cowley, Takla stated he is slowly educating himself on the management of a liquor establishment. He intends to hire a manager that is qualified as well.

Scott stated the change to the restaurant would be a nice addition to the downtown. He noted outdoor furniture will need to be properly stored.

Responding to a question from Bowman, Takla stated he has been in business for 10 years.

Both Galvin and Bowman expressed appreciation to Takla for re-investing in Farmington.

**Move to adopt a resolution authorizing a new Class C and SDM Redevelopment Liquor License with Sunday sales permit and outdoor service area for Landgate, Inc., DBA Bellacino's Pizza & Grinders, 32720 Grand River Avenue. [SEE ATTACHED RESOLUTION].**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Sara Bowman, Councilmember
<b>SECONDER:</b>	Jeff Scott, Councilmember
<b>AYES:</b>	Sara Bowman, Greg Cowley, William Galvin, Jeff Scott
<b>ABSENT:</b>	Steve Schneemann

The votes were taken in the following order: Cowley, Galvin, Scott, Bowman.

**Move to adopt a resolution authorizing submittal of documentation for a Redevelopment Liquor License for Landgate, Inc., DBA Bellacino's Pizza & Grinders, 32720 Grand River Avenue. [SEE ATTACHED RESOLUTION].**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Scott, Councilmember
<b>SECONDER:</b>	Sara Bowman, Councilmember
<b>AYES:</b>	Sara Bowman, Greg Cowley, William Galvin, Jeff Scott
<b>ABSENT:</b>	Steve Schneemann

The votes were taken in the following order: Galvin, Scott, Bowman, Cowley.

**B. Consideration to Adopt Resolution Approving the 2017 DDA Community Events Calendar, Temporary Liquor License Applications, Street Closures and Sidewalk Shopping Dates.**

Present: Matt Parks, OHM



Knowles was present to discuss proposed events for 2017 including: Art on the Grand, Rhythmx in Riley Park, and Harvest Moon Celebration. She further discussed Ladies Night Out, Second Fridays, and sidewalk shopping on event days.

Responding to a question from Scott, Knowles confirmed sidewalk sales would be connected to events in the downtown.

Scott asked about the Grand River road restoration scheduled for next summer and the impact on events.

Knowles responded the most significant impact would be on Art on the Grand. They are looking to issue a stop work order with MDOT for this event.

Parks noted he has provided dates to MDOT on which they need to coordinate with the city regarding the events.

Bowman stated she likes the idea of changing up the Second Friday events.

Cowley recommended including Founders Festival events in the list to MDOT.

**Move to adopt a resolution approving the 2017 Downtown Development Authority (DDA) community events calendar, temporary liquor license applications, street closures, and designated sidewalk shopping dates as presented. [SEE ATTACHED RESOLUTION].**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Sara Bowman, Councilmember
<b>SECONDER:</b>	Greg Cowley, Councilmember
<b>AYES:</b>	Sara Bowman, Greg Cowley, William Galvin, Jeff Scott
<b>ABSENT:</b>	Steve Schneemann

**C. Consideration to Approve Revised Change Order No.2 and, Final Construction Estimate No. 8 for the Twin Valley Pump Station.**

Present: Jessica Howard, OHM

Eudy advised that in preparation of the final construction estimate, Orchard Hiltz and McCliment (OHM) has recommended revised change order #2 in the amount of \$1,745.16. To date the City is holding a retainage of \$36,983.78 of this contract. The recommendation of payment from OHM includes the release of the retainage, revised change order No. 2 and \$47,971.34 of construction cost.

Minutes Acceptance: Minutes of Dec 19, 2016 7:00 PM (Minutes)

Responding to a question from Cowley, Eudy advised capacity increased 4X as a result of the reconstruction of the pump station.

Discussion followed regarding the value of the reconstruction to the community and the excellent work of Bidigare Contractors.

**Move to approve revised change order No. 2 and revised Final Construction Estimate No. 8 for work completed on the reconstruction of the Twin Valley Pump Station and authorize payment to Bidigare Contractors, Inc. in the amount of \$86,700.28.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Greg Cowley, Councilmember
<b>SECONDER:</b>	Jeff Scott, Councilmember
<b>AYES:</b>	Sara Bowman, Greg Cowley, William Galvin, Jeff Scott
<b>ABSENT:</b>	Steve Schneemann

The votes were taken in the following order: Scott, Bowman, Cowley, Galvin.

**D. Consideration to Approve Construction Estimate No. 1 for the Bel-Aire, Shiawassee, Mooney Street Sewer Rehabilitation and Improvements**

Eudy advised at the October 17, 2016 meeting, City Council approved the bid from Bidigare Contractors for the sewer rehabilitation and repairs of Bel-Aire, Shiawassee, and Mooney Streets. The amount approved was not to exceed \$392,415.00, which included a 7% contingency. He stated Orchard Hiltz and McCliment has recommended a payment of \$259,911.47 with a retainage of 5% for Division I & III of this contract.

Responding to a question from Cowley, Eudy stated the neighborhoods directly west of Farmington High School would be affected by the construction.

Responding to a question from Scott, Eudy stated they were shocked to see the condition of the sewers when they were televised several months ago.

**Motion by Cowley, seconded by Scott, to approve Construction Estimate No. 1 for work completed on Division I and III of the Bel-Aire, Shiawassee, Mooney Street sewer rehabilitation and repair project and authorize payment to Bidigare Contractors, Inc. in the amount of \$259,911.47 with a 5% retainage.**

The votes were taken in the following order: Bowman, Cowley, Galvin, Scott.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Greg Cowley, Councilmember  
**SECONDER:** Jeff Scott, Councilmember  
**AYES:** Sara Bowman, Greg Cowley, William Galvin, Jeff Scott  
**ABSENT:** Steve Schneemann

#### **E. Update of Enclosed Cargo Trailer for Ice Rink Equipment**

Eudy provided an update on the purchase of an enclosed cargo trailer, explaining the change in vendors.

#### **F. Consideration to Amend City Fee Schedule to Add Notary Service**

Halberstadt advised that it is common practice for a City Clerk Department to offer notary services to the public. The city recommends implementing the service as of January 1, 2017 and revise the City Fee Schedule accordingly.

**Move to adopt a resolution to amend the City Fee Schedule, replacing Chapter 5, Voter Data, with the Clerk Department, under which Notary Service will be added with a fee of \$5.00 per notarial act, effective January 1, 2017. [SEE ATTACHED RESOLUTION].**

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Sara Bowman, Councilmember  
**SECONDER:** Jeff Scott, Councilmember  
**AYES:** Sara Bowman, Greg Cowley, William Galvin, Jeff Scott  
**ABSENT:** Steve Schneemann

The votes were taken in the following order: Bowman, Cowley, Galvin, Scott.

#### **G. Discussion of New Capital Improvement Program Process and Designation of Council Member to Participate in Capital Improvement Program Steering Committee**

City Administration discussed a proposed Capital Improvement Program Steering Committee and requested a representative from Council serve on that Committee.

**Move to appoint Mayor Galvin to serve on the Capital Improvement Program Steering Committee.**

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Greg Cowley, Councilmember  
**SECONDER:** Jeff Scott, Councilmember  
**AYES:** Sara Bowman, Greg Cowley, William Galvin, Jeff Scott  
**ABSENT:** Steve Schneemann

**H. Consideration to Approve the 2016 Michigan Department of Licensing and Regulatory Affairs Grant Subrecipient Agreement Between the City of Farmington and Oakland County**

Demers advised the Regulatory Affairs Grant Subrecipient Agreement between Oakland County and the City of Farmington will allow grant funds to be used to reimburse the city for qualifying Oakland County Narcotics Enforcement Team (N.E.T.) related overtime expenses that are incurred by the public safety officer assigned as a N.E.T. task force officer.

**Move to approve the 2016 Michigan Department of Licensing and Regulatory Affairs Grant Subrecipient Agreement between the City of Farmington and Oakland County. [SEE ATTACHED AGREEMENT].**

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Sara Bowman, Council Member  
**SECONDER:** Jeff Scott, Councilmember  
**AYES:** Sara Bowman, Greg Cowley, William Galvin, Jeff Scott  
**ABSENT:** Steve Schneemann

**8. DEPARTMENT HEAD COMMENTS**

Demers presented a DPS public service video announcement.

Eudy presented a public service video announcement on the proper way to shovel driveways in order to avoid being plowed in by city snowplows. He cautioned regarding outdoor irrigation lines freezing in the frigid weather. He discussed the challenge of snow removal due to a recent storm that dropped 10" of snow.

Cowley complimented DPW staff on their timely removal of the snow.

Bowman also expressed appreciation to the DPW for their efficient removal of snow.

Scott noted the city has always been known for keeping the streets cleared.

Responding to a question from Scott, Eudy confirmed his department tracks all repairs done throughout the city. He stated daily inspector reports document what work needs to continue on any given repair project.

Galvin requested an update on the flashing beacon scheduled to be installed at Farmington Road and State Street.

Eudy stated the groundwork will be installed this week. They are still waiting for equipment to be manufactured and shipped. He stated materials will be installed as they become available and concrete replacements will be installed in the spring.

Christiansen stated he had nothing specific to share, but welcomed questions from Council.

Bowman stated she is surprised to see work continuing in sub-zero temperatures at the Freedom Center. She commented that the upgrade to the Tile Shop looks wonderful and noted all of the work and effort that went into that project.

Cowley requested an update on the redevelopment of the Maxfield Training Center (MTC) property.

Christiansen advised the purchase agreement between Farmington Public Schools and the applicant was consummated in November. The agreement allowed AC Acquisitions to move forward with their due diligence. They are looking to begin the PUD process at the beginning of the year. The PUD process typically takes 4-6 months, but this one could take longer. He spoke about a productive meeting between the proponent and the Church regarding parking.

Galvin noted there are a number of residents who are upset with the condition of the Old Hershey's Ice Cream shop. He asked what the city can do to accelerate improvements to this property.

Christiansen advised there are only a certain number of actions by ordinance the city can take with undesirable or blighted properties. He noted a recent meeting the city had with the owners regarding the condition of the property. He further noted they have had multiple meetings with the tenant as well. He stated the city is moving forward with remediating the property.

Galvin expressed the importance of taking action on that property given its visible location. He recommended scheduling a study session regarding code enforcement in general and on specific properties.

Saarela discussed tools the city has available to address deteriorating buildings.

Murphy announced the employment of an intern through February of next year. The city will be closed December 23, 26, 30 and January 2.

**9. COUNCIL COMMENT**

Cowley expressed support for the Mayor’s comments regarding the Hershey's building. He stated the city needs to engage in a dark store ordinance. The city needs more teeth in its ability to carry out code enforcement.

Scott referred to the expansion of Bellacino’s and wished them success. He noted the city made the process easy for them. The city is supportive of businesses that want to move into Farmington and those that are here who want to redevelop and expand.

Galvin discussed recently attending a meeting at Beaumont Hospital regarding the Life Support Training Institute. He stated this is an advisory committee that oversees training for future paramedics.

**10. ADJOURNMENT**

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Scott, Councilmember
<b>SECONDER:</b>	Sara Bowman, Councilmember
<b>AYES:</b>	Bowman, Cowley, Galvin, Scott
<b>ABSENT:</b>	Schneemann

The meeting adjourned at 8:51 p.m.

\_\_\_\_\_  
William E. Galvin, Mayor

\_\_\_\_\_  
Susan K. Halberstadt, City Clerk

Approval Date: \_\_\_\_\_

Minutes Acceptance: Minutes of Dec 19, 2016 7:00 PM (Minutes)



**Special City Council Meeting**  
**6:00 PM, MONDAY, DECEMBER 19, 2016**  
**Conference Room**  
**Farmington City Hall**  
**23600 Liberty St**  
**Farmington, MI 48335**

DRAFT

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## SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on December 19, 2016, in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 6:00 PM by Mayor William Galvin.

### 1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Sara Bowman	Councilmember	Present	
Greg Cowley	Councilmember	Present	
William Galvin	Mayor	Present	
Steve Schneemann	Mayor Pro Tem	Absent	
Jeff Scott	Councilmember	Present	

#### City Administration Present

Director Christiansen  
 Superintendent Eudy  
 City Clerk Halberstadt  
 Assistant to the City Manager Knowles (left at 6:45 PM)  
 City Manager Murphy  
 Attorney Saarela

### 2. APPROVAL OF AGENDA

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Greg Cowley, Councilmember
<b>SECONDER:</b>	Jeff Scott, Councilmember
<b>AYES:</b>	Bowman, Cowley, Galvin, Scott
<b>ABSENT:</b>	Schneemann

### 3. PUBLIC COMMENT

No public comment was heard.

Minutes Acceptance: Minutes of Dec 19, 2016 6:00 PM (Minutes)

#### 4. AGENDA ITEMS

##### A. Principal Shopping District - Special Assessment Renewal Recommendation

Annette Knowles reviewed the process used to determine the renewal of Principal Shopping District recommendation.

Knowles provided the following renewal recommendation:

- Renewal Period: 5 years- July 1, 2017- June 30, 2022
- Basis: Valuation- percentage value of individual property as compared to the value of the whole
- Annual Increase: One percent
- Annual Budget: \$180,000 base year to \$188,000 in year five
- Reinstate a two-mill levy, which will raise approximately \$37,800 in year One

Knowles detailed the next steps to be taken by the city; this includes five resolutions and two public hearings. A Briefer was distributed to Downtown businesses, as well.

Responding to a question by Cowley, Knowles stated that Birmingham, Rochester, and East Lansing were looked at as comparison cities. There is not a wide variety of communities using PSD, however. Most communities base PSD on square footage.

Cowley inquired about how the PSD budget is spent.

Knowles stated that maintenance is roughly \$120,000, with \$36,000 contracted out to the city. Seasonal decorations cost \$10,000, while the marketing budget is \$40,000-\$50,000. The public relations budget, primarily the Main Street Messenger, costs \$15,000 per year, but they are looking for a more cost-effective way to communicate with the public. Volunteer recruitment and retention is roughly \$2500 a year, and public utilities budget is \$20,000.

Cowley wanted to know where parking fit into the budget and Knowles answered that it would fall under the maintenance budget. Parking improvements currently come out of TIF funds. Cowley asked if they could come out of PSD funds and Knowles said yes.

Discussion followed regarding options for financing a parking structure.

Discussion continued regarding amount of PSD assessments levied by other cities.



Scott is interested in finding out what individual businesses pay in the cities cited earlier.

Bowman wanted to know the top three items on which the business owners would spend the PSD funds.

Knowles responded that the top answers were parking lot maintenance and landscaping, public utilities, and seasonal decorations.

Responding to a question by Bowman, Knowles stated that an assessment increase is possible to support additional projects.

Galvin wants to be cautious about language that addresses a 2 mill levy. He would like to clarify that it is not a tax increase for businesses.

Knowles discussed how it would be structured so there is no increase to businesses. Commercial properties will actually see a slight decrease in year one.

Galvin would like to see the Briefer sent out to residential properties.

Knowles detailed the next steps again.

**B. Review of Water and Sewer Connection Fees**

Christiansen reviewed water and sewer connection fees comparisons with other cities. The City's fees have not changed in many years and possibly need to be adjusted.

**C. Review and Consideration of Farmington Downtown Area Plan 2015 Amendment - Development Area E, East Grand River Area Plan**

Christiansen reviewed the amendment to Downtown Area Plan- Area E.

**Move to accept the amendment to the Downtown Area Plan 2015 – incorporating Development Area E, East Grand River Area Plan.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Scott, Councilmember
<b>SECONDER:</b>	Greg Cowley, Councilmember
<b>AYES:</b>	Sara Bowman, Greg Cowley, William Galvin, Jeff Scott
<b>ABSENT:</b>	Steve Schneemann

**5. OTHER BUSINESS**

No other business was heard.

Minutes Acceptance: Minutes of Dec 19, 2016 6:00 PM (Minutes)

**6. COUNCIL COMMENT**

No Council comment was heard.

**7. ADJOURNMENT**

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Greg Cowley, Councilmember
<b>SECONDER:</b>	Jeff Scott, Councilmember
<b>AYES:</b>	Sara Bowman, Greg Cowley, William Galvin, Jeff Scott
<b>ABSENT:</b>	Steve Schneemann

The meeting adjourned at 7:00 PM

\_\_\_\_\_  
William E. Galvin, Mayor

\_\_\_\_\_  
Susan K. Halberstadt, City Clerk

Approval Date: \_\_\_\_\_

Minutes Acceptance: Minutes of Dec 19, 2016 6:00 PM (Minutes)

**Farmington City Council  
Staff Report**
**Council Meeting Date:**  
January 17, 2017

**Reference  
Number  
(ID # 2347)**
**Submitted by:** Annette Knowles,

**Description:** Consideration to Accept Principal Shopping District (PSD) Report and Schedule Public Hearing

**Requested Action:**

Move to approve Resolution #2 to find the PSD renewal as necessary and to schedule a public hearing for February 21, 2007 at 7:00 p.m.

**Background:**

The Principal Shopping District (PSD) special assessment is scheduled to expire in June 2017. The PSD currently generates \$216,000 in the DDA District and is critical to their operations. The City Council formed a committee to review the PSD renewal and a total of three meetings were held. DDA Executive Director Annette Knowles presented the recommendations to the City Council at its December 19 meeting. At the January 4, 2017 meeting, the City Council adopted a resolution directing the City Manager and DDA Director to prepare a report regarding the PSD renewal.

Enclosed is the report regarding the renewal of the Principal Shopping District special assessment. The report addresses the boundaries for the district, the special assessment methodology, marketing and promotional programs, and maintenance activities. In addition, it also includes the recommended value for the special assessment, the life of the special assessment, and City Administration's recommendation regarding the renewal of the district.

Resolution #2 is enclosed with the report. The resolution finds that it is necessary to continue the principal shopping district special assessment and schedules a public hearing for February 21, 2017 to accept comment regarding the renewal of this district.

**FINANCIAL IMPACT**

Again, one of the recommendations was to decrease the PSD assessment, with a nominal annual increase in years 2-5, but reinstate the 2-mill levy on all real property throughout the DDA District.

**ACHMENTS**

1. Report - Renewal of Principal Shopping District Special Assessment
2. Resolution #2 for PSD Special Assessment Renewal
3. PSD Public Notice - Necessity

**Agenda Review**

**Review:****Annette Knowles Completed 01/12/2017 4:23 PM****City Manager Pending****City Council Pending 01/17/2017 7:00 PM**

## CITY OF FARMINGTON

### RENEWAL OF PRINCIPAL SHOPPING DISTRICT SPECIAL ASSESSMENT

January 12, 2017

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#### History

In December 1993, the City established a Principal Shopping District (PSD) as a means to offset the tax increment finance revenue loss to the Downtown Development Authority (DDA) as a result of Proposal A. There since have been several special assessment renewals pursuant to Public Act 120 of 1961. The most recent assessment expired with the December 2016 tax bill. In 2012, the City Council with the recommendation of the DDA Board adopted a five-year renewal.

The Principal Shopping District assessment generates \$216,000 annually in the DDA District and is critical to their operations. The City Council formed a committee to review the PSD renewal and a total of three meetings were held. The committee ultimately recommended the renewal with one significant change. The assessment should be decreased to offset the reinstatement of a two-mill levy in the DDA District, and increased thereafter at a nominal annual rate of one-percent. A two-mill levy is expected to generate \$38,000 in its first year.

#### Description of Principal Shopping District

The Principal Shopping District shall be identical to the boundaries of the Downtown Development Authority as indicated on the attached map.

#### Description of Proposed Special Assessment

The special assessment would be levied on individual properties based on a percentage of the taxable value for real non-residential property within the district.

#### Marketing, Communications and Volunteer Management Activities

The first year estimated cost for marketing and promotion activities is \$60,000. Proceeds from the PSD assessment would be used for the following purposes:

- Marketing of Downtown Farmington;
- Retail promotions that would include: Ladies Night Out, Sidewalk Sales or Small Business Saturday and Farmington Second Fridays, printing and

- distribution of downtown map/directories, and maintenance of the Downtown Farmington website;
- Communications, including distribution of the Main Street Messenger newsletter
- Volunteer Management, including the annual appreciation event

### **Maintenance Activities**

The first year estimated cost for maintenance activities is \$120,000. Proceeds from the PSD Assessment would be used for the following purposes:

- Downtown street and pedestrian lighting and other public utilities, such as landscape irrigation
- Maintenance and Repair activities – painting and repair of light poles, waste collection, tree trimming and maintenance, cleaning of debris from sidewalks, and other general maintenance items;
- Replacement or repair of sidewalks in the district on an as-needed basis;
- Purchase, installation, removal, and storage of seasonal decorations within the district;
- Beautification activities that would include purchase, planting, and maintenance of flowers, trees, and shrubs throughout the district;
- Other general maintenance and beautification activities within the district
- Parking lot maintenance, snow removal and deicing and enforcement

### **Special Assessment Cost**

The estimated cost for on-going marketing/promotion and maintenance activities is listed below. The cost estimates are based on previous costs incurred, plus projected cost for new programs:

Year 1	Fiscal Year 2017/18	\$180,000
Year 2	Fiscal Year 2019/19	\$182,000
Year 3	Fiscal Year 2019/20	\$184,000
Year 4	Fiscal Year 2020/21	\$186,000
Year 5	Fiscal Year 2021/22	\$188,000

### **Life of the Special Assessment**

The life of the special assessment is five years. This is the maximum allowed under state statute. Furthermore, it would be necessary at the completion of this period to re-evaluate the marketing, promotions, and maintenance activities within the district.

### **Necessity**

City Administration recommends the renewal of the principal shopping district in order to continue with the goals and objectives stated in the 2016 Downtown Master Plan, to improve the appearance and attractiveness of Downtown Farmington, to continue with public events that promote business activity in Downtown Farmington, and to implement a marketing program to benefit existing businesses within the district.

**CITY OF FARMINGTON**  
**NOTICE OF PUBLIC HEARING**

**PRINCIPAL SHOPPING DISTRICT SPECIAL ASSESSMENT RENEWAL**

The Farmington City Council will hold a public hearing on Tuesday, February 21, 2017, at 7:00 p.m. in the City Council Chambers, Farmington City Hall, 23600 Liberty Street, Farmington, Michigan. The purpose of the public hearing is to accept public comment regarding the plan and proposed renewal of the Principal Shopping District Special Assessment.

If the City Council approves the making of the improvements, a special assessment may be levied against properties that benefit from the improvements. Act 186 of the Public Acts of Michigan, 1973, as amended, provides that the special assessment must be protested at the hearing held for the purpose of confirming the special assessment roll before the Michigan Tax Tribunal may acquire jurisdiction of any dispute involving the special assessment. The hearing for the purpose of confirming the special assessment roll will be held, if at all, at some time in the future pursuant to notice given as required by law. Appearance and protest at such hearing is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal. An owner of, or party in interest in property to be assessed, or his or her agent, may appear in person to protest the special assessment, or may protest the special assessment by letter filed with the City Clerk at or prior to the time of the hearing, in which case appearance in person is not required.

A legal description of the boundaries of the principal shopping district is as follows:

The subject authority is located in the SW 1/4 of the NW 1/4 and the NW 1/4 of the SW 1/4 of Section 27 and the SE 1/4 of the NE 1/4 and the NE 1/4 of the SE 1/4 of Section 28, T1N, R9E, City of Farmington, Oakland County, Michigan. The subject area being specifically described as:

- (1) Lots 1, 2, 3 except the N 116.25 feet of the E 6 feet of Lot 3, the S 25 feet of lots 4, 5 and 6 and the S 41 feet of lot 8 of Ebenezer Stewart's Plat;
- (2) All of Assessor's Plat No. 6;
- (3) All of Davis Addition except lots 25, 26 and 27, and that part of lots 32, 33 and 34 falling within the boundaries of the Farmington Place project;
- (4) Lots 12, 13 and 14, lot 15 except that part occupied by the River Glen condominiums, and lots 16, 17 and 18 of Assessor's Plat No. 3;
- (5) Lots 3 and 4 of Warner's Grand River Avenue Sub;
- (6) All of Assessor's Plat No. 2;
- (7) All of Lapham's Addition;
- (8) Lots 3, 4, 7, 8 and lots 39 thru 42 plus 1/2 of the vacated alley to the W of lots 39 thru 42 of Assessor's Hatton Gardens;



(9) Lots 1 thru 5, and the E 44.82 feet of lots 6 and 9 of Gardurous Webster's Addition;

(10) All of Fred M. Warner's Addition No. 2;

(11) Lot 28 except the E 55 feet, lots 29, 31 and 44 thru 52 of Assessor's Plat No. 7;

(12) Plus the property described as:

Beginning at a point S 0°33' W 25.4' from the W 1/4 corner of Section 27,

Th S 89°24' E 110.55 ft.,

Th S 0°02' W 140.00 ft.,

Th S 89°24' E 300.00 ft.,

Th N 0°02' W 140.00 ft.,

Th S 89°24' E 50.00 ft.,

Th S 0°02' W 140.00 ft.,

Th S 89°24' E 50.00 ft.,

Th S 0°02' W 266.48 ft.,

Th West 79.47 ft.,

Th N 78°17'50" W 143.07 ft.,

Th West 294.57 ft.,

Th N 0°33' E 377.00 ft., to point of beginning;

(13) Also including the property described as:

Beginning at NE corner of lot 234 of Warner Farm Sub No. 5,

Th N 32°23'14" E 159.90 ft.,

Th N 57°41'17" W 155.00 ft.,

Th S 31°33'14" W 102.92 ft.,

Th N 58°05'10" W 100.00 ft.,

Th N 31°52'00" E 103.51 ft.,

Th N 57°18'00" W 47.75 ft.,

Th S 32°41'00" W 103.57 ft.,

Th S 32°33'14" W 56.33 ft.,

Th S 57°42'10" E 302.75 ft., to point of beginning.

Copies of the plan are available for review in the Farmington City Manager's Office.

Susan K. Halberstadt  
City Clerk

Publish: February 9, 2017  
Farmington Observer

Attachment: PSD Public Notice - Necessity (2347 : PSD Resolution #2)

STATE OF MICHIGAN  
COUNTY OF OAKLAND  
CITY OF FARMINGTON  
[Principal Shopping District]

**RESOLUTION DECLARING NECESSITY AND TENTATIVE INTENT TO PROCEED  
WITH PROJECT AND SETTING PUBLIC HEARING**

(Resolution No. 2)

Minutes of a \_\_\_\_\_ Meeting of the City Council of the City of Farmington, County of Oakland, Michigan, held in the City Hall in said City on January 17, 2017, at 7:00 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers \_\_\_\_\_  
\_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_  
\_\_\_\_\_

The following preamble and Resolution were offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

**RECITATIONS:**

The City is considering the levy of a special assessment under the authority of Act 120 of 1961, being MCL 125.981, et seq., within the City's Principal Shopping District (PSD).

On January 3, 2017, the City Council adopted a resolution directing the City Manager, in conjunction with the Executive Director of the Downtown Development Authority, to prepare or cause to be prepared marketing and development plans, specifications, and cost estimates for a PSD Project.

Attachment: Principal Shopping District - Resolution No. 2 (2347 : PSD Resolution #2)

Plans, specifications, and cost estimates have duly been submitted to the City Council for the Project, and the City is tentatively considering the establishment of a special assessment district to finance and defray the cost of the Project.

The Project is designed and intended to especially benefit the properties in the proposed special assessment district through development and marketing improvements and activities.

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

1. The City Council determines that the Project is necessary and that it tentatively intends to proceed with the Project, and to establish a special assessment district to defray the entire (100%) cost of the Project.

2. A preliminary estimate of the cost of the plan/activities of the Project is \$\_\_\_\_\_. Such cost estimate has been filed with the City Clerk.

3. The City Council tentatively designates the properties on the list attached to this Resolution as the special assessment district against which the cost of the Project is to be assessed and which shall be identified as Special Assessment District No. \_\_\_\_\_ (the “**District**”).

4. The City Clerk shall give notice in the manner provided below that the City Council shall conduct a public hearing on Tuesday, February 21, 2017, at 7:00 P.M. at the City Hall, 23600 Liberty Street, Farmington, Michigan, for the purpose of hearing comments and objections to the proposed Project, and to the tentatively established District.

5. Notice of the public hearing shall be published once in a newspaper published or circulated in the City, and sent by certified mail, return receipt not requested, to the record owner or party in interest in whose name each property in the District is assessed as shown on the City’s last preceding tax assessment roll for *ad valorem* tax purposes. The notice shall be published at

least seven (7) full days prior to the date of the hearing and the notice of hearing shall be mailed at least ten (10) days before the date of the hearing. The notice shall specify that appearance and protest at the hearing is required in order to appeal the matters to be considered at the hearing to the State Tax Tribunal and that an owner or party in interest or his or her agent may appear in person at the hearing to protest, or he or she may appear by filing his or her appearance or protest by letter, which shall then not require his or her personal appearance. The notice shall further specify the preliminary cost estimate for the Project, and include a card to be completed by the owner or party in interest and returned to the City Clerk’s office, indicating whether the owner or party in interest supports or disapproves of the project and special assessment district.

6. The Clerk shall retain a copy of the file in the Clerk’s office for examination.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

**CERTIFICATION**

It is hereby certified that the foregoing Resolution is a true and accurate copy of the Resolution adopted by the City Council of the City of Farmington at a meeting duly called and held on the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

**CITY OF FARMINGTON**

By: \_\_\_\_\_  
SUSAN K. HALBERSTADT, CLERK

**Farmington City Council  
Staff Report**
**Council Meeting Date:**  
January 17, 2017

**Reference  
Number  
(ID # 2346)**
**Submitted by:** Chuck Eudy, Superintendent

**Description:** Consideration to Provide City of Farmington Residents the Water Residential Assistance Program (WRAP) Administered by Oakland Livingston Human Service Agency.

**Requested Action:**

Move to approve David Murphy, City Manager to authorize the Memorandum of Agreement for Water Service Customers of the City of Farmington to participate in the Water Residential Assistance Program (WRAP) administered by Oakland Livingston Human Service Agency

**Background:**

Great Lakes Water Authority (GLWA) has established the Water Residential Assistance Program (WRAP). This program could provide qualifying City of Farmington residents assistance in payment of their water bills and in implementing/improving water conservation. See attached brochure. The program is paid for by the GLWA and there is no cost to the City.

The WRAP is administered by Oakland Livingston Human Service Agency (OHLSA), but would require coordination with the City of Farmington's Treasurers Department. The Treasurers Department does not anticipate any issue with participating in the program.

The City of Farmington administration would like to participate in the WRAP, it will require the City to sign and comply with the attached Memorandum of Agreement (MOA). If a resident qualifies to be enrolled in the WRAP, their outstanding water and sewer bills would not be placed on the City of Farmington tax roll, while they are participating in the program.

Staff from Johnson Rosati Schultz Jopich (JRSJ PC) has reviewed the WRAP MOU and the City of Farmington Code of Ordinance. JRSJ see no legal impediments to enter into this agreement (please review attached document).

**Agenda Review**
**Review:**
**Chuck Eudy Pending**
**City Manager Pending**
**City Council Pending 01/17/2017 7:00 PM**



Community Action Alliance  
Suburban

# Water Residential Assistance Program

\*Income restrictions and eligibility requirements apply.



Assistance up to \$1,000 per household per year. \$25 monthly bill credit + help with arrears.



Home water audit for households above 120% of average usage



Home repairs up to \$1,000 per household to fix minor plumbing issues leading to high usage



Water saving kits and consumer training classes



Supportive WRAP-Around Services

## WRAP Participant Check List:

- ✓ Have income at or below 150% of poverty threshold
- ✓ Provide proof of residency & income
- ✓ Provide renter's proof of responsibility for water on lease
- ✓ Stay current on monthly bill payment

Attachment: CAA WRAP Flyer Suburban (2346 : Glwa Wrap)



WRAP funding is made possible by the Great Lakes Water Authority.

## Call 313.386.WRAP (9727)

or visit [www.waynemetro.org/wrap](http://www.waynemetro.org/wrap)



Wayne Metropolitan  
Community Action Agency  
Established 1971



eco  
WORKS



LHSA  
A Community Action Agency



Packet Pg. 62

# Community Action Alliance WRAP Program

Community Action Alliance will deliver WRAP through our Empowerment Pathway Model—a custom designed service plan to help residential customers in the Great Lakes Water Authority regions to access bill assistance, water conservation measures, and navigate resources and WRAP-around supports on a pathway toward self-sufficiency.

Household Income eligibility for the WRAP is 150% of poverty:

Household Members	Household Income	Household Members	Household Income
1	\$17,805	5	\$42,660
2	\$24,030	6	\$48,870
3	\$30,240	7	\$55,095
4	\$36,450	8	\$61,335



Attachment: CAA WRAP Flyer Suburban (2346 : Glwa Wrap)

The WRAP's mission is to administer the distribution of WRAP funding to the eligible, low-income customers of the GLWA with a vision to create a transformative water utility assistance program focusing on bill assistance, conservation and self-sufficiency initiatives.

## Call 313.386.WRAP (9727)

or visit [www.waynemetrol.org/wrap](http://www.waynemetrol.org/wrap)







# Community Action Alliance Water Residential Assistance Program

Made possible through funding from the Great Lakes Water Authority.



Community Action Alliance will deliver WRAP through our Empowerment Pathway Model—a custom designed service plan to help residential customers of the Great Lakes Water Authority access bill assistance, water conservation measures, and navigate resources and supports on a pathway toward self-sufficiency.

Attachment: 2-23 WRAP Wholesale Presentation (2346 : GIWA Wrap)



Wayne Metropolitan  
Community Action Agency  
Established 1971

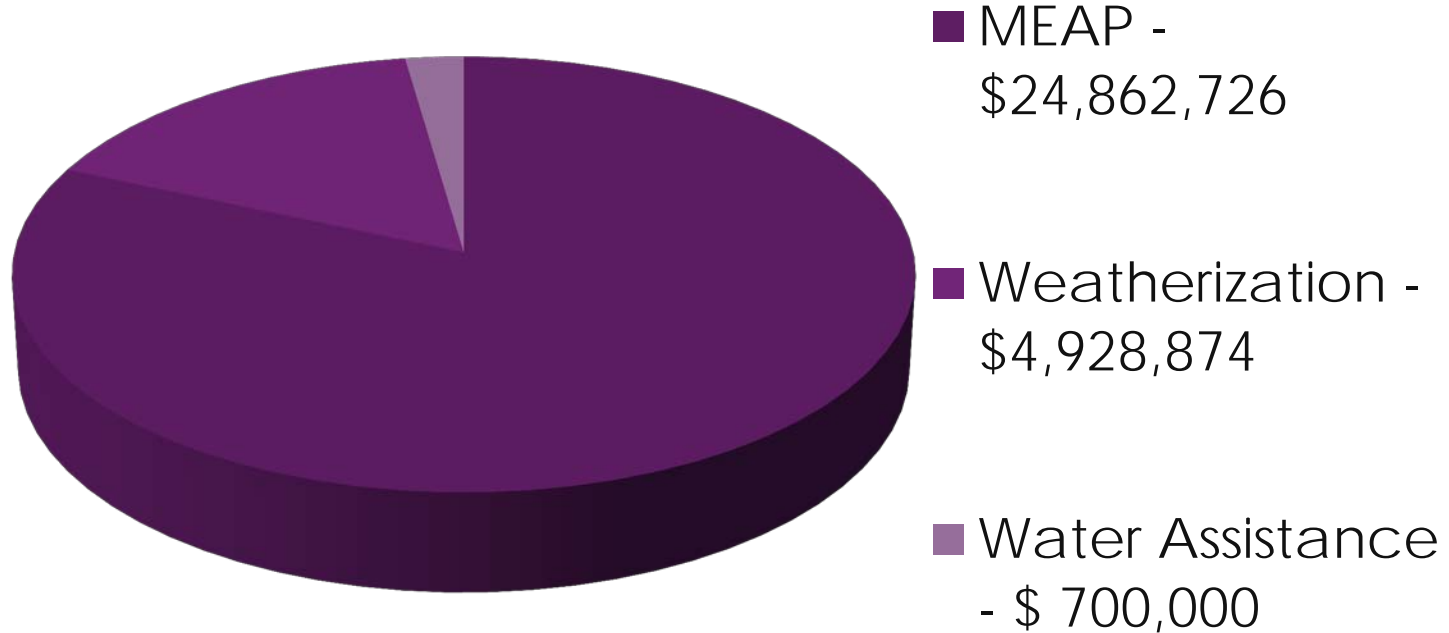




# About Community Action Alliance

- Community Action mission to empower and strengthen low-income communities
- 29 throughout State of Michigan. 900 across the Country
- Regional presence and local control
- Shared Systems and Processes
- Client focused
- Long-time partnerships and collaborations
- Data Driven
- Proven Outcomes

# 2016 Combined Assistance Funding Beyond WRAP \$4.5M



Attachment: 2-23 WRAP Wholesale Presentation (2346 : Glwa Wrap)

# Universal Program Delivery Model



Payment Assistance up to \$1,000 per household per year. \$25 monthly bill credit + help with arrears



Home water audit for households above 120% of average usage



Home repairs up to \$1,000 per household to fix minor plumbing issues leading to high usage



Water saving kits and consumer training classes



Supportive WRAP-Around Services

# Program Guidelines



- \$25 per month = \$300 annual bill assistance
- Up to \$700 annual arrearage assistance
- At six months of successful payment, 50% of arrears up to \$350 can be applied
- At 12 months of successful payment, up to \$350 (second 50%) can be applied toward arrears
- Participants can remain in the program for up to 24 months. Must apply annually.



Household Members	Household Income	Household Members	Household Income
1	\$17,805	5	\$42,660
2	\$24,030	6	\$48,870
3	\$30,240	7	\$55,095
4	\$36,450	8	\$61,335

# Alliance Administration Assignments



➤ City of Detroit and Wayne County



➤ Oakland and Genesee County



➤ Macomb, Lapeer, St. Clair County



➤ Monroe, Washtenaw County

Attachment: 2-23 WRAP Wholesale Presentation (2346 : Glwa Wrap)

**BUDGETED REVENUE ALLOCATION  
WHOLESALE AND CITY OF DETROIT CUSTOMERS  
FY 2015-16**

<u>Community</u>	<u>Budgeted Water Revenue</u>	<u>Budgeted Sewer Revenue</u>	<u>Total Budgeted Revenue</u>	<u>Allocation</u>
<b>WAYNE COUNTY</b>				
CITY OF DETROIT	\$94,641,200	\$254,643,600	\$349,284,800	38.41%
SUBURBAN	101,005,170	110,084,800	211,089,970	23.22%
<b>TOTAL WAYNE COUNTY</b>	<u>195,646,370</u>	<u>364,728,400</u>	<u>560,374,770</u>	<u>61.63%</u>
<b>OAKLAND COUNTY</b>	100,097,540	108,602,850	208,700,390	22.95%
<b>MACOMB COUNTY</b>	71,655,200	35,426,350	107,081,550	11.78%
<b>GENESEE COUNTY</b>	18,000,000	0	18,000,000	1.98%
<b>WASHTENAW COUNTY</b>	9,987,100	0	9,987,100	1.10%
<b>LAPEER COUNTY</b>	2,842,340	0	2,842,340	0.31%
<b>MONROE COUNTY</b>	1,436,000	0	1,436,000	0.16%
<b>ST. CLAIR COUNTY</b>	860,200	0	860,200	0.09%
<b>TOTAL</b>	<u><u>\$400,524,750</u></u>	<u><u>\$508,757,600</u></u>	<u><u>\$909,282,350</u></u>	<u><u>100.00%</u></u>

Attachment: 2-23 WRAP Wholesale Presentation (2346 : Glwa Wrap)

# Initial Funding Distribution Chart

COUNTY	BILL PAYMENT PLAN DIRECT ASSISTANCE	WATER CONSERVATION DIRECT ASSISTANCE	TOTAL DIRECT ASSISTANCE	# AVG CLIENTS BILL PLAN	# AVG CLIENTS HOME AUDIT
DETROIT	\$1,238,736.29	\$288,022.46	\$1,526,758.76	2,277	422
OUT-WAYNE	\$748,629.22	\$174,066.13	\$922,695.35	1,376	255
OAKLAND	\$740,154.59	\$172,095.67	\$912,250.26	1,360	252
MACOMB	\$379,764.03	\$88,300.13	\$468,064.15	698	129
GENESEE	\$63,836.88	\$14,842.91	\$78,679.80	117	22
WASHTENAW	\$35,418.83	\$8,235.34	\$43,654.17	65	12
LAPEER	\$3,050.69	\$709.33	\$3,760.02	19	3
MONROE	\$5,092.76	\$1,184.13	\$6,276.90	9	2
ST. CLAIR	\$10,080.34	\$2,343.81	\$12,424.15	6	1
TOTAL	\$3,224,764	\$749,800.00	\$3,974,564.00	5,927	1,098

Attachment: 2-23 WRAP Wholesale Presentation (2346 : Glwa Wrap)



# Participant Work Flow



All participants enter through the Wayne Metro CONNECT™ Call Center 313.386.WRAP or via an online service request form



Appts. will be scheduled during initial call. Meetings will take place at one of 29 locations throughout the GLWA service area



Time and resources will be maximized. Walk-ins and long wait times will be eliminated.



Quality customer service will be managed by trained, compassionate service representatives and program staff.

# Step #1: CONNECT Center

- Clients seeking WRAP assistance call:  
313-386-WRAP (9727)
- The CONNECT Center conducts pre-eligibility screening
- If eligible, client is informed of the required documentation, and an appointment is made at appropriate service area location accessible to client

## Program Eligibility

- 150% FPL or below
- Bill must be in client/"tenant" name
- If renter, lease must indicate tenant responsible for water
- Account holder must attend appointment
- Shut off notice is not required
- Bill does not have to be Past Due
- Arrearages are not required
- For bill plan assistance, client participation in other education/trainings is not mandatory
- Subsidized housing participants are eligible for assistance

## Step #2: Appointment Confirmation

Staff confirms the client appointment within 24-48 hours.

## Step #3: Appointment Day

- Staff verifies required documentation and assesses eligibility.
- Water usage assessed: clients at or above 120% of average water usage are referred for home water audit
- WRAP contract is completed by client
- Client application is processed
- Voluntary water conservation workshop is scheduled
- Client receives water conservation education materials

# Step #4: Water Conservation Audit

- Home water audit conducted within 7 days of intake
- Water audit assistance measures determined
- Audit recommendation(s) performed
- If minor plumbing repair needed, licensed contractors are engaged
- Audit assistance processed payment to approved providers
- Post-audit client follow up and bill analysis

# Step #5: Award Made & WRAP-Around Services Begin

# Step #6: Accounting & Bill Payment

- Monthly reporting of enrolled households will be provided to participating municipalities via secure web portal
- Municipality will report on enrolled WRAP households that did/did not make scheduled payment.
- Municipality sends report and batched invoice to agency for current enrollees (\$25 per household)
- **Missed payment time #1** Alliance contacts client to assess issue and provide case management. Client must pay total bill past due in order to remain in program
- **Missed payment time #2** official letter is sent to client informing of exit from program. Municipality will also be notified.
- Client can re-apply 12 mos. from initial date of enrollment

# Step #7: If There Are Arrearages

**At 6 months from date of intake- client has remained consistent on bill payment:**

- CAA staff processes 6 month voucher (first 50% of arrearage). Client report is batched by Alliance Agency and purchase requisition is sent to accounting.
- Accounting pays requisition to municipality.

**At 12 months from date of intake- client has remained consistent on bill payment:**

- CAA staff processes 12 month voucher (second 50% of arrearage). Client report is batched by Alliance Agency and purchase requisition is sent to accounting.
- Accounting pays requisition to municipality.
- Monthly client database and accounting reconciliation performed.

# Step #8: Ongoing Case Management & WRAP-Around Services

- Household self-sufficiency assessment completed
- Referrals to Alliance and external provider services made and follow up and progress tracked
- Clients successfully completing first year of WRAP can re-enroll in second year.
- New program intake completed

**SAMPLE Wraparound Cycle #1**  
Referral to energy assistance, food, clothing

**SAMPLE Wraparound Cycle #2**  
Referral to Financial Coaching, Free Tax Preparation, Healthcare Enrollment, Education

**SAMPLE Wraparound Cycle #3**  
Budgeting, Saving, Longer-Term Goal Setting



# WRAP Scenario – City of Detroit

- Wilson family of four, living in Detroit, with a household income at or below 150% federal poverty level ( \$36,450). Water is billed monthly. Monthly bill is \$125.00.
- The family has an arrearage of \$1,500 upon date of intake.
- The family makes an appointment in March 2016 with Wayne Metro Community Action Agency.
- WRAP Assistance schedule after the family is income-qualified:



WRAP Assistance	Monthly Bill	Arrearage Total= \$1500
March 2016 - \$25.00 credit upon enrollment	Family qualifies for \$300 annual assistance upon successfully staying in plan	Family qualifies for \$700 annual assistance upon successfully staying in plan Arrearages are frozen.
April- Family current on previous month bill \$25.00 credit applied	\$125- \$25 (March credit)=\$100	
May-Family current on previous month bill \$25.00 credit applied	\$125- \$25 (April credit)=\$100	
June-Family current on previous month bill \$25.00 credit applied	\$125- \$25 (May credit)=\$100	
July-Family current on previous month bill \$25.00 credit applied	\$150- \$25 (June credit)=\$125	
August-Family current on previous month bill \$25.00 credit applied	\$150- \$25 (July credit)=\$125	50% of arrearage total (\$700) is paid= \$350
September-Family current on previous month bill. \$25.00 credit applied	\$125- \$25 (August credit)=\$100	
October-Family current on previous month bill \$25.00 credit applied	\$125- \$25 (September credit)=\$100	
November-Family current on previous month bill \$25.00 credit applied	\$125- \$25 (October credit)=\$100	
December-Family current on previous month bill \$25.00 credit applied	\$125- \$25 (November credit)=\$100	
January-Family current on previous month bill \$25.00 credit applied	\$125- \$25 (December credit)=\$100	
February-Family current on previous month bill \$25.00 credit applied	\$125- \$25 (January credit)=\$100	
March 2017-Family current on previous month bill \$25.00 credit applied	\$125- \$25 (February credit)=\$100 Family eligible to re-enroll in WRAP	Second 50% of arrearage total (\$700) is paid= \$350. Outstanding arrearage is \$800. Family eligible to re-enroll in WRAP

Attachment: 2-23 WRAP Wholesale Presentation (2346 : Glwa Wrap)

# WRAP Scenario – Wayne County Suburb

- Mendez family of two, living in Dearborn Heights, with a household income at or below 150% federal poverty level (\$24,030). Water is billed bi-monthly. Bi-monthly bill is \$150.00.
- The family has an arrearage of \$800 upon date of intake.
- The family makes an appointment in March 2016 with Wayne Metro Community Action Agency.
- WRAP Assistance schedule after the family is income-qualified:



WRAP Assistance	Bi-monthly Bill	Arrearage Total= \$800
March 2016 - \$25.00 credit upon enrollment	Family qualifies for \$300 annual assistance upon successfully staying in plan	Family qualifies for \$700 annual assistance upon successfully staying in plan Arrearages are frozen.
May-Family current on previous bill \$50.00 credit applied toward next bill (\$25 x 2)	\$150- \$25 (March credit)=\$125	
July-Family current on previous bill \$50.00 credit applied toward next bill (\$25 x 2)	\$150-\$50 (May credit)- \$100	
September-Family current on previous bill \$50.00 credit applied toward next bill (\$25 x 2)	\$150- \$50 (July credit)=\$100	50% of arrearage total (\$700) is paid= \$350. Outstanding arrearage is \$800. Family eligible to re-enroll in WRAP
November-Family current on previous month bill \$50.00 credit applied toward next bill (\$25 x 2)	\$150- \$50 (September credit)=\$100	
January-Family current on previous month bill \$50.00 credit applied toward next bill (\$25 x 2)	\$150- \$50 (November credit)=\$100	
March 2017-Family current on previous month bill \$50.00 credit applied toward next bill (\$25 x 2)	\$150- \$50 (January credit)=\$100 Family eligible to re-enroll in WRAP	Second 50% of arrearage total (\$700) is paid= \$350. Outstanding arrearage is \$100. Family eligible to re-enroll in WRAP

Attachment: 2-23 WRAP Wholesale Presentation (2346 : Glwa Wrap)

# WRAP Scenario – Oakland County Suburb

- Tran family of three, living in Farmington, with a household income at or below 150% federal poverty level ( \$30,240). Water is billed quarterly. Quarterly bill is \$150.00.
- The family has no arrearage upon date of intake.
- The family makes an appointment in April 2016 with Oakland Livingston Human Service Agency.
- WRAP Assistance schedule after the family is income-qualified:



WRAP Assistance	Quarterly Bill
Family presents with quarter bill for Jan-March. Family pays total bill. April 2016 - \$25.00 credit toward next bill upon enrollment	Family qualifies for \$300 annual assistance upon successfully staying in plan
July- Family current on previous quarter bill \$50.00 credit applied toward next bill (\$25 x 2 May & June)	\$150- \$25 (April credit)=\$125
October-Family current on previous quarter bill \$75.00 credit applied toward next bill (\$25 x 3)	\$150-\$50 (May & June credit)- \$100
January-Family current on previous quarter bill \$75.00 credit applied toward next bill (\$25 x 3)	\$150- \$75 (July, Aug., & Sept. credit)=\$75
April 2017 -Family current on previous quarter bill \$75.00 credit applied toward next bill (\$25 x 3)	\$150- \$75 (Oct., Nov., & Dec. credit)=\$75 Family eligible to re-enroll in WRAP

Attachment: 2-23 WRAP Wholesale Presentation (2346 : Glwa Wrap)

# WRAP Scenario – Macomb County Suburb

- Mrs. Smith, a senior living alone in Warren, with a household income at or below 150% federal poverty level ( \$17,805). Water is billed monthly. Monthly bill is \$75.00.
- Mrs. Smith has an arrearage of \$150 upon date of intake.
- She makes an appointment in March 2016 with Macomb Community Action Agency.
- Mrs. Smith is above 120% average water usage. Referral made for home water audit after intake.
- WRAP Assistance schedule after Mrs. Smith is income-qualified:



WRAP Assistance	Monthly Bill	Arrearage Total= \$150
March 2016 - \$25.00 credit upon enrollment	Family qualifies for \$300 annual assistance upon successfully staying in plan	Family qualifies for \$100 annual assistance upon successfully staying in plan Arrearages are frozen. Home Water Audit conducted and measures installed. \$1000
April- Family current on previous month bill \$25.00 credit applied	\$75- \$25 (March credit)=\$50	
May-Family current on previous month bill \$25.00 credit applied	\$70- \$25 (April credit)=\$45	
June-Family current on previous month bill \$25.00 credit applied	\$70- \$25 (May credit)=\$45	
July-Family current on previous month bill \$25.00 credit applied	\$70- \$25 (June credit)=\$45	
August-Family current on previous month bill \$25.00 credit applied	\$70- \$25 (July credit)=\$45	50% of arrearage total (\$150) is paid= \$75
September-Family current on previous month bill. \$25.00 credit applied	\$70- \$25 (August credit)=\$45	
October-Family current on previous month bill \$25.00 credit applied	\$70- \$25 (September credit)=\$45	
November-Family current on previous month bill \$25.00 credit applied	\$70- \$25 (October credit)=\$45	
December-Family current on previous month bill \$25.00 credit applied	\$70- \$25 (November credit)=\$45	
January-Family current on previous month bill \$25.00 credit applied	\$70- \$25 (December credit)=\$45	
February-Family current on previous month bill \$25.00 credit applied	\$70- \$25 (January credit)=\$45	
March 2017-Family current on previous month bill \$25.00 credit applied	\$70- \$25 (February credit)=\$45 Family eligible to re-enroll in WRAP	Second 50% of arrearage total (\$150) is paid= \$75. Outstanding arrearage is paid

Attachment: 2-23 WRAP Wholesale Presentation (2346 : Glwa Wrap)



# Communications

Wholesale Customers	Residential Customers	Media & General Public
Letter to Elected Officials	Press Release & Media Coverage	Press Release & Media Coverage
Web Meeting	Program Flyer Distribution	Program Distribution Flyer
Participation Survey	Website Links from Wholesale Website	CA Alliance Website
Face-to-Face Meetings	Website Links from GLWA Website	Media Packet
Secure Web Portal	Alliance Service Provider Networks	FAQs & First Year Report
Website	CA Alliance Website	Client Testimonials
Video Library	Video Library	Video Library
Email wrapwholesale@waynemetro.org	Email wrapcustomerservice@waynemetro.org	Email wrapinfo@waynemetro.org

# Next Steps to March 1st:

- Municipality completes participation survey
  - Designates single point of contact and agrees to support program administration
  - Listed as participant on WRAP website
  - Places WRAP webpage link on community website and/or bill payment portal
  - Provides program information to residential customers

# How to contact us...

Katy Kibbey, Chief Programs Officer

[kkibbey@waynemetrol.org](mailto:kkibbey@waynemetrol.org)

313.463-5447

Jerome Drain, Director of Outreach & Community Services

[jdrain@waynemetrol.org](mailto:jdrain@waynemetrol.org)

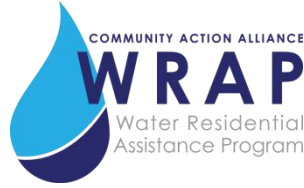
313.324.7925

Mia Cupp, Chief Development & Communications Officer

[mcupp@waynemetrol.org](mailto:mcupp@waynemetrol.org)

734-536-2006

# Questions?



## Memorandum of Agreement Between

<p>Wholesale Customer: Name City of Farmington Address 23600 Liberty Street Farmington MI 48335</p>	<p>CA Alliance: Name Oakland Livingston Human Service Agency (OLHSA) Address 196 Cesar E Chavez Pontiac, MI 48343</p>
---	---

**Project:** The Water Residential Assistance Program is a universal service delivery model to help residential customers of the Great Lakes Water Authority access bill assistance, water conservation measures, and navigate resources and supports on a pathway toward self-sufficiency.

**Duration:** OLHSA is entering into a Memorandum of Agreement with City of Farmington effective January 20, 2017 through January 20, 2019, pertaining to the WRAP Program (the Project) operated by the CA Alliance OLHSA and Wayne Metro Community Action Agency (Project Administrator).

**(Wholesale Customer NAME) agrees to:**

- Understand and accept WRAP Universal Service Delivery Model design.
- Provide a main point of contact to WRAP CAA Alliance Agency designated to Wholesale Community who will be responsible for:
  - Utilizing WRAP secure portal for on-going communications between CAA Alliance Agency and Wholesale Community regarding enrolled WRAP residential customers.
  - Receiving and reviewing reports of enrolled WRAP residents on regular basis.
  - Reporting back to CAA Alliance at established intervals on payment status of enrolled WRAP residential customers via electronic report form housed in web-portal.
  - Invoicing CAA Alliance for WRAP residents at established intervals for bill credit payments (Based on \$25 per month).
  - Receiving CAA Alliance questions regarding individual WRAP residential customer cases on as needed basis.
  - Acting as liaison to Wholesale Customer billing department regarding payments made by CAA Alliance.
  - Attending WRAP Wholesale Customer meetings held by CAA Alliance.

- Provide CAA Alliance access to past customer billing history, previous or current enrollment in payment plans, previous or current enrollment in Wholesale assistance plans, and/or customer alerts.
  - Work with CAA Alliance to establish protocols for those WRAP residents who enroll with arrearage/past due amounts, including:
    - Freezing arrearages for 12 months or until resident exits from program as part of WRAP assistance plan.
    - Waiving penalties for WRAP participants.
    - Stopping pending shutoffs once resident appointment confirmation and/or enrollment verification received from CA Alliance to Wholesale Customer.
    - For Residents for whom water has been shut off, it understood by both parties that Resident is solely responsible for payment of applicable turn on/turn off fees.
    - Exempting from certifications.
    - Other as deemed mutually agreeable between both parties:
- 
- Engage with CAA Alliance in shared marketing and outreach activities around WRAP to residential customers.

**CA Alliance (NAME) agrees to:**

- Provide a Single Service Point of Entry for GLWA regional resident to the WRAP Program; all calls will be processed through a dedicated telephone number- (313) 386-WRAP (9727) and via online Program Request Form.
- Pre-screen WRAP applicants for program eligibility and schedule residents for intake appointments based on pre-screening at time of call.
- Schedule intake appointments at CA Alliance Service Center accessible to resident.
- Inform and secure resident agreement of WRAP Program expectations and responsibilities via WRAP Client Contract.
- Refer eligible residents with water usage at or above 120% of normal usage for Home Water Conservation audit. Conduct Home Water Audit and perform minor home plumbing repairs eligible within scope of project.
- Provide a main point of contact to the Wholesale Customer who will be responsible for:
  - Utilizing WRAP secure portal for on-going communications between CA Alliance Agency and Wholesale Customer regarding enrolled WRAP residential customers.
  - Providing reports of enrolled WRAP residents on regular basis.
  - Providing reports of WRAP residents who exit and/or are terminated from the program.

- o Reporting back to Wholesale Customer at established intervals on CA Alliance payment status of enrolled WRAP residential customers via electronic report form housed in web-portal.
- o Acting as liaison to Wholesale Customer regarding the WRAP Program.
- o Engaging with Wholesale Customer in shared marketing and outreach activities around WRAP to residential customers.
- Collect and maintain program data, including but not limited to:
  - o Scheduled appointments of residents residing in Wholesale Customer Community.
  - o Status of enrolled residents in WRAP from Wholesale Customer Community.
  - o Reconciliation of total assistance provided, including bill payment plan assistance and amount of arrearages paid (total and average).
  - o Number of households assisted.

This agreement shall be in effect until DATE from the date of execution and maybe renewed at that time based on an interest to do so by both parties. This agreement may be terminated by either party with 30 days written notice.

Should either party issue Notice of Termination, both parties agree that residents enrolled in WRAP prior and up to the date of written notice will continue to receive WRAP assistance program until the first 12 months of resident enrollment is completed or resident termination and the terms of this agreement will continue.

This MOA may be amended upon written approval of the parties at any time.

Signed for CA Alliance NAME:

\_\_\_\_\_

Name, Title

\_\_\_\_\_

Date

Signed for Wholesale Customer NAME:

\_\_\_\_\_

Name, Title

\_\_\_\_\_

Date

Attachment: WRAP MOA Farmington dated (2346 : Glwa Wrap)

## Attachment A

### Water Residential Assistance Program (WRAP) Universal Design

#### Residential Assistance- Water Bill Payment Plan

- Maximum assistance per resident- \$1,000 annually
  - Water bill payment plan assistance consists of \$300 annual bill credit (\$25 per month for 12 months) for residents who are verified as staying current on regular bill payments (per billing cycles).
  - Up to \$700 annually in assistance for past due/ arrearage amounts. Arreages will be paid in two installments:
    - At 6 months of successful payment history, up to \$350( 50%) will be applied
    - At 12 months of successful payment, up to \$350 (second 50%) can be applied.
  - Additional assistance via other CA Alliance funding sources may be leveraged with WRAP based on client eligibility and fund availability.
  - On-going case management will be provided to ensure client success in the WRAP program and to build other self-sufficiency supports. Household self-sufficiency assessments will be completed and referrals to CA Alliance and external provider services made and follow up and progress tracked.
  - Wholesale customers (i.e. City municipalities billing for GLWA water and/or sewer) will be engaged in regular communication and processing with CA Alliance agencies to monitor customer success in the WRAP program and track payment history.
  - Participants can remain in the program for up to 24 months. Participants must re-apply annually.

#### Residential Assistance- Home Water Audit Conservation

- Households presenting at intake with documented water usage above 120% of average usage will be referred for a Home Water Conservation audit, as performed by CA Alliance.
- Households can receive up to \$1,000 per household for water conservation and minor home plumbing repairs annually.
- Conservation measures and simple leak repairs will be completed during the Home Water Audit. Minor Home Repair and toilet replacement will be referred for a Minor Home Repair visit. Minor Plumbing Repairs will be completed by licensed plumbers following all applicable permitting laws.
- Eligible WRAP measures may include: Faucet aerators
  - Spigot protectors
  - Low-flow toilets
  - Low-flow showerheads
  - Leaking faucets (indoor / outdoor)
  - Hose bib leaks (outdoor)
  - Pipe joint leaks (if easily accessible)
- Items not covered through WRAP:



- Emergency Repairs
- Plumbing that involves sewer/wastewater work
- Garbage disposals
- Dish washing machines
- Washing machines
- Repairs behind walls or underground
- Repairs in areas that pose a risk to contractors due to environmental hazards or structural deficiencies

**WRAP Resident Eligibility Guidelines:**

- Income-eligibility at 150% FPL or below based on 90 day look back from date of application.
- Bill must be in client/"tenant" name. Address must match client I.D.
- Proof of homeownership; If renter, lease must indicate tenant responsible for water
- Must have income source.
- Account holder must attend appointment.
- Shut off notice is not required.
- Bill does not have to be past due.
- For bill plan assistance, client participation in other education/trainings is not mandatory.
- Subsidized housing participants are eligible for assistance.



JOHNSON ROSATI SCHULTZ JOPPICH PC

27555 Executive Drive Suite 250 ~ Farmington Hills, Michigan 48331  
Phone: 248.489.4100 | Fax: 248.489.1726

Spencer M. Bondy  
sbondy@jrslaw.com

www.johnsonrosati.com

December 8, 2016

Chris Weber, City Treasurer  
City of Farmington  
23600 Liberty Street  
Farmington, MI 48335

**Re: *Great Lakes Water Authority – Water Residential Assistance Program (WRAP)***

Dear Mr. Weber:

We have reviewed the City's Water and Sewer Ordinance and the materials provided by the Great Lakes Water Authority regarding the Water Residential Assistance Program (WRAP), including the Memorandum of Agreement (Agreement) between the City of Farmington and the CA Alliance Oakland Livingston Human Service Agency pertaining to the WRAP Program.

The WRAP Program requires the City to suspend the application of the following ordinances, policies, and/or practices as applied to any resident enrolled in WRAP:

- Customers on a shut off list are not required to pay more than the monthly or quarterly bill.
- Customers will be exempt from penalties while participating in the Program.
- Customers will be exempt from shut off or termination of service while in the Program.
- Customers will be exempt from certification to taxes while in the Program.

These policies are contained within the City's Code of Ordinances, Chapter 34, Water and Sewers, Article II Water Distribution System, Section 34-26 through Section 34-34. Although Section 34-29(b) provides that the termination of water service for delinquent water payments is mandatory, Section 34-29(a) appears to give the City the discretion to decline termination service.

Section 34-29(a) Conditions for Termination. "The City **may** terminate water service to any customer when it has determined any one (1) of the following conditions exist...(3) the City has not received complete payment of the amount shown on its periodic invoice to a water/sewer customer by the payment date shown on

Attachment: Ltr to C. Weber re WRAP (2346 : Glwa Wrap)

the invoice; in which case the procedure provided below **shall** be followed." (Emphasis added.)

There is also no language in the ordinance requiring the payment of a late or delinquent charge. Consequently, the enforcement options for the payment of delinquent water bills in our view are generally at the discretion of the City and would be in compliance with WRAP requirements.

That said, Section 34-33(c), User Charges, is a possible source of concern:

Unpaid charges for water services furnished to any premises within the city **shall be a lien against the premises**. Enforcement of this Lien shall be made pursuant to city code and/or statute. This lien remedy does not preclude any other remedy provided by law. Those premises outside the City that are served by the City water system that have delinquent bills will be certified by their governmental unit for collection as provided in the contract between the city and the governmental unit.

This language places a mandatory lien upon premises with unpaid water service charges. Arguably, the application of a lien could be considered a penalty for the failure to pay for water service in violation of the Agreement with WRAP. However, because WRAP participants are required to remain current on water billing payments to the City while enrolled in the Program, enrolled participants should never actually have a delinquent balance, and therefore a lien on their property will not be created during the participant's compliance with the Program. We therefore believe that Section 34-33(c) would not violate WRAP requirements.

While enrolled in the Program, the City will be receiving a portion of the participant's payment from WRAP and the remaining portion from the participant. The arrearages of WRAP participants who enroll into the Program will be frozen at the time of enrollment. A participant who remains current on water bills will receive \$300 annually (\$25 per month for 12 months) in ongoing bill credits applied per billing cycle. A participant who also enters into WRAP with arrearages is eligible for up to \$700 annually, paid at 6 months and 12 months (in 50% intervals in the amount of \$350 each), for assistance in paying their past due/arrearage amounts. WRAP participants may remain in the Program for a maximum of two years, but must re-apply annually. Further, a participant for whom water has been shut off before participation is solely responsible for payment of the applicable turn on/turn off fees.

As part of its participation in the Program, the City is required to commit to working with the administrative agency overseeing WRAP, the Wayne Metro Community Action Agency (the "Agency"). Before entering the Program, the City's designated staff should meet with a WRAP Program representative to ensure the City and the Agency understand each other's policies and practices. The Agreement to participate in the Program requires the City, as the water supplier, to confirm to the Agency the status of WRAP participants based upon the payment cycle of each participant.

December 8, 2016  
Page 3

Lastly, City residents without their own water meters, such as tenants of a mobile home park in which the bill is paid by the owner of the mobile home park, are not eligible for participation in WRAP since the Program cannot be administered by a private entity.

On the basis of the foregoing, we see no legal impediments to entry into this agreement. If you have any questions regarding the above, please do not hesitate to contact me.

Sincerely,

JOHNSON, ROSATI, SCHULTZ & JOPPICH, P.C.

A handwritten signature in black ink, appearing to read 'Spence M. Bondy', with a long horizontal line extending to the right.

Spence M. Bondy

SMB

Attachment: Ltr to C. Weber re WRAP (2346 : Glwa Wrap)

**Farmington City Council  
Staff Report**

**Council Meeting Date:**  
January 17, 2017

**Reference  
Number  
(ID # 2344)**

**Submitted by:** Chuck Eudy, Superintendent

**Description:** Consideration to Approve Construction Estimate No.1 for the Rapid Flashing Beacon at Farmington Road & State Street

**Requested Action:**

Move to approve Construction Estimate No.1 with J. Ranck Electric Inc. in the amount of \$18,131.40 with 5% for retainage.

**Background:**

At the November 21, 2016 meeting City Council approved the bid from J. Ranck Electric Inc. of Mt. Pleasant MI for the installation of a Rapid Flashing Pedestrian Crossing Beacon at the intersection of Farmington Road & State Street. The amount approved by Council for the installation and equipment was \$39,516.00 plus a contingency amount of \$3,951.60 for a total construction budget of \$43,467.60.

Orchard Hiltz and McCliment (OHM) has recommended a payment of \$18,131.40 with a retainage of 5% (\$1,975.80) for this contract. Total earnings by J. Ranck Electric Inc. this period is \$20,107.20 for work completed as of January 5, 2017. Weather permitting, the installation is scheduled to be completed the by the second week of February 2017.

**Agenda Review**

**Review:**

**Chuck Eudy Pending**

**City Manager Pending**

**City Council Pending 01/17/2017 7:00 PM**



ARCHITECTS. ENGINEERS. PLANNERS.

January 9, 2017

Mr. Chuck Eudy  
DPW Superintendent  
City of Farmington  
33720 W. 9 Mile Road  
Farmington, Michigan 48335

Regarding: Farmington Road RFB Installation  
OHM Job No. 0111-16-0063

Dear Mr. Eudy:

Enclosed are Construction Estimate No. 1 and a Contractor's Declaration for the referenced project.

J. Ranck Electric, Inc. has completed the work shown on the attached construction estimate for the period ending January 5, 2017 and we would recommend payment to the Contractor in the amount of **\$18,131.40**.

Sincerely,  
OHM Advisors

A handwritten signature in dark ink, appearing to read "Matthew D. Parks".

---

Matthew D. Parks, P.E.  
Project Manager

cc: Brandi Warner, J. Ranck Electric (via email)  
File

P:\0101\_0125\0111160060\_Farmington\_Road\_RFB\_Construction\Estimates\No. 01\Farmington Rd RFB Installation\_Pay App No.1.docx

PAYMENT APPLICATION



Project: City of Farmington - City of Farmington - Farmington Road RFB Installation

OWNER: City of Farmington  
 23600 Liberty Street  
 Farmington, MI 48335  
 (248) 474-5500

CONTRACTOR: J. Ranck Electric, Inc.  
 1993 Gover Parkway  
 Mt. Pleasant, MI 48858  
 (989) 775-9830

SCHEDULE: On \_\_\_\_\_

STATUS: \_\_\_\_\_

Retainage: 5% of Contract Including Previous Change Orders Amount: \$0.00

Original Contract Amount: \$39,516.00

Change Orders Amount: \$0.00

Current Contract Amount: \$39,516.00

Earnings This Period: \$20,107.20

Earnings To Date: \$20,107.20

Previous Retainage Amount: \$0.00

Retainage This Period: \$1,975.80

Net Earned: \$1,975.80

Previous Earnings: \$18,131.40

Amount Due Contractor: \$18,131.40

Approved By: \_\_\_\_\_ Date: 11/09/17

Prepared By: Eudy, Chuck - Public Works Superintendent - City of Farmington

Project Manager, Parks, Matt \_\_\_\_\_ Date: 01/09/17

Matthew D Parks

Digitally signed by Matthew D Parks  
 DN: cn=Matthew D Parks, email=matparks@ohm-advisors.com, o=OHM Advisors, ou=Matthew D Parks  
 Date: 2017.01.09 13:13:52-0500

OHM Advisors  
 1000 Plymouth Road  
 (734) 522-6711  
 OHM-Advisors.com



TIS

Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity Used	Used Amount	Remaining Amount
Mobilization, Max. 10%	1.00 Ls	1.00	\$3,000.00	0.50	0.00	\$1,500.00	0.50	\$1,500.00	0.50
Traffic Maintenance and Control	1.00 Ls	1.00	\$1,800.00	0.50	0.00	\$900.00	0.50	\$900.00	0.50
Sidewalk Removal	53.00 Square Yard	53.00	\$30.00	49.10	0.00	\$1,473.00	49.10	\$1,473.00	3.90
Sidewalk Ramp, Conc, 6 Inch	104.00 Square Feet	104.00	\$18.00	72.00	0.00	\$1,296.00	72.00	\$1,296.00	32.00
Sidewalk, Conc, 6 Inch	373.00 Square Feet	373.00	\$18.00	369.90	0.00	\$6,658.20	369.90	\$6,658.20	3.10
Detectable Warning Surface	10.00 Foot	10.00	\$100.00	10.00	0.00	\$1,000.00	10.00	\$1,000.00	0.00
Hh, Polymer Concrete	3.00 Each	3.00	\$800.00	2.00	0.00	\$1,600.00	2.00	\$1,600.00	1.00
Pedestal, Alum	2.00 Each	2.00	\$1,000.00	0.00	0.00	\$0.00	0.00	\$0.00	2.00
Pedestal, Fdn	2.00 Each	2.00	\$1,400.00	0.00	0.00	\$0.00	0.00	\$0.00	2.00
Pushbutton and Sign	2.00 Each	2.00	\$700.00	0.00	0.00	\$0.00	0.00	\$0.00	2.00
Pushbutton Support Post, ROOC	2.00 Each	2.00	\$800.00	0.00	0.00	\$0.00	0.00	\$0.00	2.00
Flash Beacon, Rectangular Rapid, Solar Power	2.00 Each	2.00	\$5,000.00	0.00	0.00	\$0.00	0.00	\$0.00	2.00
Sign, Type III, Rem	4.00 Each	4.00	\$50.00	2.00	0.00	\$100.00	2.00	\$100.00	2.00
Sign, Type IIIB	27.00 Square Feet	27.00	\$20.00	0.00	0.00	\$0.00	0.00	\$0.00	27.00
Conduit, DB, 1, 1 1/4 inch	70.00 Foot	70.00	\$20.00	41.00	0.00	\$820.00	41.00	\$820.00	29.00
Conduit, DB, 1, 3 inch	25.00 Foot	25.00	\$30.00	12.00	0.00	\$360.00	12.00	\$360.00	13.00
Cable, Rem	30.00 Foot	30.00	\$5.00	0.00	0.00	\$0.00	0.00	\$0.00	30.00
Cable, 600V, Street Lighting	30.00 Foot	30.00	\$10.00	0.00	0.00	\$0.00	0.00	\$0.00	30.00
A Sub-Total:						\$20,107.20		\$20,107.20	
Retainage						\$0.00			

M Advisors  
100 Plymouth Road

(734) 522-6711

OHM-Advisors.com



### CONTRACTOR'S DECLARATION

I HEREBY DECLARE THAT I HAVE NOT, during the period

DECEMBER 12, 2016 to

JANUARY 5 A.D., 20 17 performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for or claim compensation from City of Farmington or his agents, in addition to the regular items set forth in the Contract numbered \_\_\_\_\_ and dated DECEMBER A.D., 20 16 for the Agreement executed between myself and the OWNER, and in the Change Orders for work issued by the OWNER in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

There (is) (is not) an itemized statement attached.

Date: 1-5-17

J RANCK ELECTRIC, INC.  
By: [Signature]  
Title: Julie W. Smith  
Contracts Administrator

**Farmington City Council  
Staff Report**

**Council Meeting Date:**  
January 17, 2017

**Reference  
Number  
(ID # 2341)**

**Submitted by:** Chuck Eudy, Superintendent

**Description:** Michigan Department of Transportation (MDOT), Request for a Variance of the City's Noise Ordinance for the Resurfacing and Other Repairs of Grand River Avenue in 2017.

**Requested Action:**

**Background:**

The city administration and engineers at Orchard Hiltz McCliment (OHM) have been reviewing Michigan Department of Transportation (MDOT) proposal to resurface Grand River Avenue from Sinacola Street (west of city limits) to Perdue Street (east of city limits).

MDOT has agreed to the City's request to permit additional on street parking on Grand River from Grove Street east to near the area of Mayfield Street. MDOT will also permit a reduction of the number of travel lanes from Farmington Road to Shiawassee Street to facilitate a bicycle lane. MDOT has been informed of community events in the downtown area, and will not permit work in the downtown area during those events.

To reduce daytime congestion due to the resurfacing, MDOT is requesting a Variance of the City of Farmington Noise Ordinance. This variance would permit nighttime and weekend work throughout the construction zone. Additional details of the request is included in the attached document from MDOT.

**Agenda Review**

**Review:**

**Chuck Eudy Pending**

**City Manager Pending**

**City Council Pending 01/17/2017 7:00 PM**

Sec. 19-127. - Exceptions.

None of the terms or prohibitions of this article shall apply to or be enforced against:

- (a) *Emergency vehicles.* Any police or fire vehicle or any ambulance, while engaged upon emergency business or the emission of sound for the purpose of alerting persons to the existence of any emergency or the emission of sound in the performance of emergency work.
- (b) *Roadway maintenance and construction.* Excavations or repairs of bridges, streets, or highways by or on behalf of any governmental agency, during the night, when the public safety, welfare and convenience renders it impossible to perform such work during the day.
- (c) *Public speaking.* Noncommercial public speaking or public assembly activities conducted on any public space or public right-of-way.

(Ord. No. C-764-2012, § 1, 8-20-12)



STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
 OAKLAND TRANSPORTATION SERVICE CENTER

RICK SNYDER  
 GOVERNOR

KIRK T. STEUDL  
 DIRECTOR

December 20, 2016

City of Farmington  
 23600 Liberty Street  
 Farmington, MI 48335

**RE: Request for a Variance of the City's Noise Ordinance  
 For JN 127526: Old I-96/Grand River Avenue from Sinacola to Purdue Street**

To Whom It May Concern,

With this letter, the Michigan Department of Transportation (MDOT) is requesting a variance to the City of Farmington's Noise Ordinance to allow for construction activities on Grand River Avenue from Sinacola to Purdue Street to occur during nights and weekends as part of the 2017 resurfacing project. The project includes milling and resurfacing the roadway, performing HMA joint repairs, concrete pavement repairs, drainage structure repairs, pedestrian signal installation and reconstruction/rehabilitation of sidewalk ramps to meet current ADA standards. The project also includes a road diet from 4 lanes to 3 lanes with a bike lane from Shiawassee to Farmington Road. The project has been split into four segments and the operations and hours for each segment are listed below.

Section 1: POB/Sinacola to Shiawassee

- 1) Sidewalk Ramps
  - a) Single lane closures will be allowed off peak hours Monday through Friday 9 am to 3 pm, Saturday and Sunday 6 am to 6 pm
  - b) Side street lane closures allowed 6 am to 6 pm
  - c) EB M-5 off Ramp to Grand River Avenue- outside turn lanes allowed to be closed Monday through Friday 9 am to 3 pm, Saturday and Sunday 6 am to 6 pm
  - d) WB Grand River ramp to NB M-5 closed for a maximum period of 6 hours either Monday through Friday 9 am to 3 pm or Saturday and Sunday from 6 am to 6 pm
- 2) Milling/Paving Operations
  - a) Nights only, Sunday through Thursday nights 8 pm to 5 am, Friday and Saturday nights 9 pm to 9 am
- 3) Concrete Patching
  - a) Nights for saw cutting allowed Sunday through Thursday nights 8 pm to 5 am, Friday and Saturday nights 9 pm to 9 am
  - b) Weekend patching allowed from Friday at 9 pm to Monday at 5 am
- 4) Drainage Structures
  - a) Weekends only
  - b) Single outside lane closures allowed from Friday at 9 pm to Monday at 5 am
  - c) 2 weekends per direction to complete all repairs

Section 2: Shiawassee to Farmington Road

- 1) Sidewalk Ramps
  - a) Single outside lane closures allowed anytime
  - b) Side street lane closures allowed 6 am to 6 pm
- 2) Milling/Paving/Concrete Patching
  - a) Maintain 1 lane EB, detour WB. Shift EB lane to north and south side of road as needed
  - b) Concrete pavement repairs will be completed during daytime hours
  - c) Milling/paving would occur nights if city agrees to accommodate paving operations on remainder of project, allowed Sunday through Thursday nights 8 pm to 5 am, Friday and Saturday nights 9 pm to 9 am
- 3) Drainage Structures
  - a) Single outside lane closures allowed anytime (daytime work operations only)

Section 3: Farmington Road to Grove Street

- 1) Sidewalk Ramps
  - a) Single outside lane closures allowed anytime
- 2) Milling/Paving
  - a) Performed under full closure allowed nights Monday through Thursday from 8 pm to 5 am
- 3) Concrete Patching
  - a) 1 Weekend of full closure allowed from Friday at 10 pm to Monday at 6 am
- 4) Drainage Structures
  - a) EB repairs, shift 1 EB lane onto WB side. WB repairs done closing right lane and maintaining 1 lane on WB

Section 4: Grove Street to POE/Purdue Street

- 1) Sidewalk Ramps
  - a) Single lane closures allowed off peak hours Monday through Friday 9 am to 3 pm, Saturday and Sunday 6 am to 6 pm
  - b) Side street lane closures allowed 6 am to 6 pm
- 2) Milling/Paving
  - a) Nights only, Sunday through Thursday nights 8 pm to 5 am, Friday and Saturday nights 9 pm to 9 am
- 3) Concrete Patching
  - a) Nights for saw cutting allowed Sunday through Thursday nights 8 pm to 5 am, Friday and Saturday nights 9 pm to 9 am
  - b) Weekend patching allowed from Friday at 9 pm to Monday at 5 am
- 4) Drainage Structures
  - a) Weekends only on WB from Cora Avenue to Orchard Lake (west leg)
  - b) Single outside lane closures allowed from Friday at 9 pm to Monday at 5 am
  - c) Maximum period of 72 hours for continuous single lane closures for each 1 mile segment
- 5) Storm Sewer Crossing
  - a) Full closure of for one weekend from Friday at 9 pm to Monday at 5 am

All of the work in Segment 2 from Shiawassee to Farmington Road will be completed during daytime hours except the paving operations. Since the remaining segments allow night work for paving operations the Contractor would have to bring out a separate day crew which is expected to increase project costs. Also allowing nights in all sections would allow them to do production paving and would reduce the overall amount of time it takes to complete this section. Since it is a short segment we expect minimal nights within the residential area between Shiawassee and Farmington Road for paving operations. The Contractor will be required to use static rolling which reduces the sound and we will work with them on minimizing truck sounds within the area.

In addition to the lane restrictions included in the project, MDOT will be restricting work during the Memorial Day, Fourth of July and Labor Day holiday weekends. Language was also included in the contract to have all sidewalk ramps from Shiawassee to Power Road open to pedestrian traffic for the Memorial Day parade event and the Art on the Grand event. During the Art on the Grand event the Contractor will also be required to remove all traffic control from Farmington Road to Grove Street. Lane closures near downtown will be limited during the Founders Festival in July and the Harvest Moon festival in September.

MDOT is trying to minimize the overall impacts to the downtown Farmington area by limited lane closures to off peak hours and working around special events as much as possible. MDOT appreciates your consideration in this matter and looks forward to your reply. If you have any questions or need additional information, please contact me at (248) 451-2424 or at [defauwc@michigan.gov](mailto:defauwc@michigan.gov)

Sincerely,

Courtney DeFauw, P.E.  
Traffic Operations Engineer  
MDOT- Oakland TSC

**Farmington City Council  
Staff Report**

**Council Meeting Date:**  
January 17, 2017

**Reference  
Number  
(ID # 2338)**

**Submitted by:** Chuck Eudy, Superintendent

**Description:** Consideration to Approve Change Order No. 1 & Construction Estimate No. 5 (Final) for the 2014 Sanitary Sewer Rehabilitation

**Requested Action:**

**Action** Move to approve Change Order No. 1 & Construction Estimate No. 5 (Final) with Pipeline Management Co. in the amount of \$500.00 which entirely represents a full release of previously held retainage

**Background:**

At the December 15, 2014 meeting City Council approved Pipeline Management Co. of Milford Michigan to proceed with televising, cleaning, and cured in place pipe lining. The amount of the bid was \$305,899.25. Selected locations of Farmington Road and 8 Mile and Berg Road out fall sewer were selected for rehabilitation.

Orchard, Hiltz and McCliment (OHM) has recommended payment of \$500.00 which entirely represents a full release of previously held retainage.

This project closeout has been delayed due the final acceptance by DWSD/GLWA. Total cost of this project \$286,525.00

**Agenda Review**

**Review:**

**Chuck Eudy Pending**

**City Manager Pending**

**City Council Pending 01/17/2017 7:00 PM**



ARCHITECTS. ENGINEERS. PLANNERS.

November 17, 2016

Mr. Chuck Eudy  
DPW Superintendent  
City of Farmington  
33720 W. 9 Mile Road  
Farmington, Michigan 48335

Regarding: 2014 Sanitary Sewer Rehabilitation  
OHM Job No. 0111-11-0133

Dear Mr. Eudy:

Enclosed are Construction Estimate No. 5 (**FINAL**) and 2 (two) copies of Change Order No. 1 for the referenced project. We would recommend approval of this Change Order. If you concur, please sign both copies, retain one copy for your files and forward the remaining copy to OHM. Also enclosed are the required documents for final payment. These documents are as follows: 1) Contractor's Declaration; 2) Contractor's Affidavit; 3) Consent of Surety and 4) Full Unconditional Waivers from subcontractors and Suppliers.

We would recommend payment to Pipeline Management Company, Inc. in the amount of **\$500.00** which represent the full release of previously held retainage.

Please contact us if you have any questions.

Sincerely,  
OHM Advisors

A handwritten signature in black ink, appearing to read "Matthew D. Parks".

Matthew D. Parks, PE  
Project Manager

cc: Pipeline Management Company, Inc. (via email)  
File

P:\0101\_0125\011110131\_8 Mile & Telegraph Trunkline Investigation\\_CONST\Estimates\_CO\Estimates\Est No.5 (FINAL)\2014 SanSewerRehab\_Est No.5 (FINAL)\_CO No.1.docx

**OHM Advisors**  
34000 PLYMOUTH ROAD  
LIVONIA, MICHIGAN 48150

T 734.522.6711  
F 734.522.6427

OHM-Advisors.com





**CONSTRUCTION ESTIMATE**

ORCHARD, HILTZ & McCLIMENT, INC.  
 34000 Plymouth Road  
 Livonia, MI 48150  
 P: (734) 522-6711  
 F: (734) 522-6427  
 W: ohm-advisors.com

PROJECT: Farmington - 2014 Sanitary Sewer Rehabilitation Job Numbers: 0111-11-0133 Estimate Number: 5 FINAL  
 OWNER: City of Farmington 33720 W 9 Mile Rd (248) 473-7250 Farmington, MI 48335  
 CONTRACTOR: Pipeline Management Co Inc 2673 E Maple Road 248-686-1500 Milford, MI 48381  
 STATUS: On Schedule  
 Estimate Status: Approved  
 Contract Start Date: 01/07/2015  
 Contract End Date: 03/30/2015  
 Contract Duration: 82 days  
 Period End Date: 11/17/2016 10:18:55  
 Print Date: 11/17/2016 10:20:59

*Retainage: Lump Sum			
Original Contract Amount:	\$306,172.00	A) Changes due to CO No. 1 :	(\$19,647.00)
Change Orders:	(\$19,647.00)		(\$19,647.00)
Current Contract Amount:	\$286,525.00		

Earnings this Period:	\$0.00
Earnings to Date:	\$286,525.00
Previous Retainage:	\$500.00
Retainage this Estimate:	(\$500.00)
Less Total Retained to Date (Lump Sum):	\$0.00
Net Earned:	\$286,525.00
Previous Estimates:	\$286,025.00
Amount Due Contractor:	\$500.00

Amount Due Contractor includes \$500.00 of retainage previously held.

Recommended By: **Matthew D. Parks**  
1: Originally signed by Matthew D. Parks  
 2: OHM-CUS: Matthew.Parks@ohm-advisors.com, Orchard, Hiltz & McCliment, Inc.  
 3: Matthew D. Parks  
 Date: 11/17/2016 10:23:29-0300

Approved By: *Chuck Eudy*  
 Chuck Eudy, DPW Director, City of Farmington

Date: 11/17/16

Date: 11/28/16

Farmington - 2014 Sanitary Sewer Rehabilitation  
City of Farmington

Estimate Number: 5  
Job Number: 0111-11-0133

Item No.	Description	Original Bid Quantity	Authorized Quantity	Unit Price	Period Quantity	Period Amount	Quantity to Date	Total Amount to Date
<b>Division A: Division I: 3 Mile and Berg</b>								
1	Mobilization, Max. 5%, DI	1.00	1.00	\$8,500.00	-	-	1.00	\$8,500.00
2	Traffic Maintenance and Control, DI	1.00	1.00	\$5,000.00	-	-	1.00	\$5,000.00
3	Initial Sanitary Sewer Cleaning and Video Recording	950.00	967.00 (A)	\$7.00	-	-	967.00	\$6,769.00
4	Protruding Leads and Obstructions	1.00	10.00 (A)	\$750.00	-	-	10.00	\$7,500.00
5	Bypass Pumping, DI	1.00	1.00	\$3,000.00	-	-	1.00	\$3,000.00
6	Pre Lining Sanitary Sewer Video Recording	950.00	2,209.00 (A)	\$1.00	-	-	2,209.00	\$2,209.00
7	Cured in Place Pipe Rehabilitation, 21 inch	315.00	326.00 (A)	\$115.00	-	-	326.00	\$37,490.00
8	Cured in Place Pipe Rehabilitation, Elliptical, 42x27 inch	635.00	641.00 (A)	\$248.00	-	-	641.00	\$158,968.00
9	Final Sanitary Sewer Video Recording	950.00	969.00 (A)	\$1.50	-	-	969.00	\$1,453.50
13	Initial Sanitary Manhole Video Recording	4.00	3.00 (A)	\$250.00	-	-	3.00	\$750.00
16	Manhole, Bench and Channel Repair	4.00	0.00 (A)	\$940.00	-	-	-	-
17	Manhole, Seal Leak Penetration	1.00	0.00 (A)	\$250.00	-	-	-	-
18	Manhole, Seal Leak	1.00	0.00 (A)	\$250.00	-	-	-	-
19	Manhole, Line Chimney	10.00	0.00 (A)	\$500.00	-	-	-	-
20	Manhole, Interior Lining, Calcium Aluminate	5.00	0.00 (A)	\$440.00	-	-	-	-
21	Manhole, Brick Wall Repair	1.00	0.00 (A)	\$190.00	-	-	-	-
				<b>Division A Sub-Total:</b>		<b>\$0.00</b>		<b>\$231,639.50</b>
				<b>Retainage:</b>		<b>(\$404.22)</b>		
<b>Division B: Division II: Farmington Road</b>								
10	Mobilization, Max. 5%, DI	1.00	1.00	\$4,000.00	-	-	1.00	\$4,000.00
11	Traffic Maintenance and Control, DI	1.00	1.00	\$3,750.00	-	-	1.00	\$3,750.00
12	Initial Sanitary Sewer Cleaning and Video Recording	899.00	736.00 (A)	\$4.50	-	-	736.00	\$3,312.00
14	Protruding Leads and Obstructions	12.00	17.00 (A)	\$125.00	-	-	17.00	\$2,125.00
15	Bypass Pumping, DI	1.00	1.00	\$2,500.00	-	-	1.00	\$2,500.00
22	Pre Lining Sanitary Sewer Video Recording	899.00	653.00 (A)	\$1.00	-	-	653.00	\$653.00
23	Cured in Place Pipe Rehabilitation, 12 inch	275.00	279.00 (A)	\$54.00	-	-	279.00	\$15,066.00
24	Cured in Place Pipe Rehabilitation, 18 inch	329.00	160.00 (A)	\$110.00	-	-	160.00	\$17,600.00
25	Sanitary Sewer Spot Repair, Grout Sleeve, 24 inch	1.00	1.00	\$4,900.00	-	-	1.00	\$4,900.00
26	Final Sanitary Sewer Video Recording	605.00	653.00 (A)	\$1.50	-	-	653.00	\$979.50
				<b>Division B Sub-Total:</b>		<b>\$0.00</b>		<b>\$54,885.50</b>
				<b>Retainage:</b>		<b>(\$95.78)</b>		



CHANGE ORDER

ORCHARD, HILTZ & McCLIMENT, INC.  
34000 Plymouth Road  
Livonia, MI 48150

p: (734) 522-6711  
f: (734) 522-6427  
w: ohm-advisors.com

Change Order Number: 1  
Date: 05/02/2015  
Print Date: 11/11/2016 13:45:27  
Job Numbers: 0111-11-0133

PROJECT: Farmington - 2014 Sanitary Sewer Rehabilitation

OWNER: City of Farmington  
33720 W 9 Mile Rd.  
Farmington, MI 48335  
(248) 473-7250

CONTRACTOR: Pipeline Management Co Inc  
2673 E Maple Road  
Milford, MI 48381  
248-685-1500

THE CONTRACTOR:

You are hereby directed to comply with the changes to the contract documents.  
This change order reflects work completed or anticipated.

ORCHARD, HILTZ & McCLIMENT, INC.  
34000 Plymouth Road  
Livonia, Michigan 48150 Phone (734) 522-6711

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

The changes addressed by this Change Order hereby increase the contract duration by 0 days.

THE CONTRACT AMOUNT SHALL BE CHANGED BY THE SUM OF:	
Original Contract Amount:	\$(19,647.00)
Contract Amount Including Previous Change Orders:	\$306,172.00
Amount of this Change Order:	\$306,172.00
	\$(19,647.00)
<b>REVISED CONTRACT AMOUNT:</b>	<b>\$286,525.00</b>

Accepted By: *Jason P. D. Park* Date: 11/11/16  
 Pipeline Management Co Inc

Prepared By: Matthew D. Parks Date: 11/17/16  
\* Digitally signed by Matthew D. Parks  
 DN: cn=US, e=matthew.parks@ohm-advisors.com, o=Orchard, Hiltz &  
 McCliment, Inc., ou=Orchard, Hiltz & McCliment, Inc., ou=OHM  
 Date: 2016.11.17 16:16:59 -0500  
 Matthew D. Parks, PE, Project Manager, Orchard, Hiltz & McCliment, Inc.

Approved By: *Chuck Eudy* Date: 11/29/16  
 Chuck Eudy, CPW Director, City of Farmington

Farmington - 2014 Sanitary Sewer Rehabilitation  
 City of Farmington

Change Order Number: 1  
 Job Number: 0111-11-0133

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
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THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT

Division A: Division I: 8 Mile and Berg

3	Initial Sanitary Sewer Cleaning and Video Recording Final Field Measure	950.00 Ft	17.00	967.00	\$7.00	\$119.00
4	Protruding Leads and Obstructions Final Field Measure	1.00 Ea	9.00	10.00	\$750.00	\$6,750.00
6	Pre Lining Sanitary Sewer Video Recording The Contract had \$1,246 dollars in permit fees for the hydrants and ROW permit from the City of Detroit for the 8 Mile & Berg work. Provisional payment for the cost of these fees is being paid under this item - Pre-Lining CCTV Pay, Item number 6, under the 8 Mile & Berg Division to pay for these costs.	950.00 Ft	1,259.00	2,209.00	\$1.00	\$1,259.00
7	Cured in Place Pipe Rehabilitation, 21 inch Final Field Measure	315.00 Ft	11.00	326.00	\$115.00	\$1,265.00
8	Cured in Place Pipe Rehabilitation, Elliptical, 42x27 inch Final Field Measure	635.00 Ft	6.00	641.00	\$248.00	\$1,488.00
9	Final Sanitary Sewer Video Recording Final Field Measure	950.00 Ft	19.00	969.00	\$1.50	\$28.50

**SUB-TOTAL INCREASES DIVISION A: \$10,909.50**

Division B: Division II: Farmington Road

14	Protruding Leads and Obstructions Final Field Measure	12.00 Ea	5.00	17.00	\$125.00	\$625.00
23	Cured in Place Pipe Rehabilitation, 12 inch Final Field Measure	275.00 Ft	4.00	279.00	\$54.00	\$216.00
26	Final Sanitary Sewer Video Recording Final Field Measure	605.00 Ft	48.00	653.00	\$1.50	\$72.00

**SUB-TOTAL INCREASES DIVISION B: \$913.00**

THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT

Division A: Division I: 8 Mile and Berg

13	Initial Sanitary Manhole Video Recording Final Field Measure	4.00 Ea	(1.00)	3.00	\$250.00	(\$250.00)
16	Manhole, Bench and Channel Repair Final Field Measure	4.00 Ea	(4.00)	0.00	\$940.00	(\$3,760.00)
17	Manhole, Seal Leak Penetration Final Field Measure	1.00 Ea	(1.00)	0.00	\$250.00	(\$250.00)
18	Manhole, Seal Leak Final Field Measure	1.00 Ea	(1.00)	0.00	\$250.00	(\$250.00)
19	Manhole, Line Chemistry Final Field Measure	10.00 Vft	(10.00)	0.00	\$500.00	(\$5,000.00)
20	Manhole, In-situ Lining Calcium Aluminate Final Field Measure	5.00 Vft	(5.00)	0.00	\$440.00	(\$2,200.00)

Farmington - 2014 Sanitary Sewer Rehabilitation  
 City of Farmington

Change Order Number: 1  
 Job Number: 0111-11-0133

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
21	Manhole, Brick Wall Repair Final Field Measure	1.00 Ea	(1.00)	0.00	\$190.00	(\$190.00)
<b>SUB-TOTAL DECREASES DIVISION A:</b>						<b>(\$11,900.00)</b>
<b>Division B: Division II: Farmington Road</b>						
12	Initial Sanitary Sewer Cleaning and Video Recording Final Field Measure	899.00 Ft	(163.00)	736.00	\$4.50	(\$733.60)
22	Pre Lining Sanitary Sewer Video Recording Final Field Measure	899.00 Ft	(246.00)	653.00	\$1.00	(\$246.00)
24	Cured in Place Pipe Rehabilitation, 18 inch Final Field Measure	329.00 Ft	(160.00)	160.00	\$110.00	(\$18,590.00)
<b>SUB-TOTAL DECREASES DIVISION B:</b>						<b>(\$19,569.60)</b>