



Regular City Council Meeting
7:00 p.m., Tuesday, February 20, 2018
City Council Chambers
23600 Liberty Street
Farmington, MI 48335

REGULAR MEETING AGENDA

1. **ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENT**
4. **APPROVAL OF ITEMS ON CONSENT AGENDA**
 - A. **Accept minutes from City's boards and commissions: Planning Commission, Emergency Preparedness Committee, and Commission on Children, Youth and Family**
 - B. **Accept resignation of Jeanne Atkinson from the Commission on Aging**
 - C. **Farmington Monthly Payments Report, January 2018**
 - D. **Farmington Public Safety Monthly Report,**
 - E. **Farmington Quarterly Financial Report, 12-31-17**
 - F. **Farmington Quarterly Investment Report, 12-31-17**
 - G. **Farmington Quarterly Financial Report Court, 12-31-17**
 - H. **City Council Meeting Minutes**
 - Special – January 11, 2018**
 - Special – January 16, 2018**
 - Regular – January 16, 2018**
 - Special – January 29, 2018**
 - Special – February 5, 2018**
 - Regular – February 5, 2018**
 - I. **Special Event Request for Telangana Development Forum (TDF)**
5. **APPROVAL OF REGULAR AGENDA**
6. **PRESENTATION/PUBLIC HEARINGS**
 - A. **MML presentation**
 - B. **2018 Greater Farmington Area Founders Festival – Mary Martin, Chamber of Commerce**
7. **NEW BUSINESS**
 - A. **Consideration to adopt resolution approving the 2018 Founders Festival**
 - B. **Consideration to approve intergovernmental agreement between City and DDA**
 - C. **Consideration to approve SLC Meter to install 325 water meters**
 - D. **Consideration to approve agreement for the loan of three public art pieces from the City of Novi**

- 8. DEPARTMENT COMMENT**
- 9. CITY COUNCIL COMMENTS**
- 10. ADJOURNMENT**

FARMINGTON PLANNING COMMISSION PROCEEDINGS
City Council Chambers, 23600 Liberty Street
Farmington, Michigan
January 8, 2018

Chairperson Crutcher called the Meeting to order at 7:00 p.m. at City Council Chambers, 23600 Liberty Street, Farmington, Michigan, on Monday, January 8, 2018.

ROLL CALL

Present: Chiara, Crutcher, Gronbach, Kmetzo, Majoros, Perrot, Waun

Absent: None

A quorum of the Commission was present.

OTHER OFFICIALS PRESENT: Director Christiansen, Recording Secretary Murphy, Building Inspector Koncsol

APPROVAL OF AGENDA

MOTION by Chiara, seconded by Kmetzo, to approve the Agenda.

Motion carried, all ayes.

APPROVAL OF ITEMS ON CONSENT AGENDA

a. December 11, 2017 Minutes

MOTION by Majoros, seconded by Chiara, to approve the items on the Consent Agenda.

Motion carried, all ayes.

ELECTION OF OFFICERS

A. ACCEPT NOMINATIONS FOR CHAIRPERSON

B. ACCEPT NOMINATIONS FOR VICE CHAIRPERSON

C. ACCEPT NOMINATIONS FOR SECRETARY

Chairperson Crutcher introduced this agenda item and turned it over to staff.

Director Christiansen stated that this is the annual election of officers that occurs every January within the Planning Commission. The purpose of this item is to nominate a person to fill the position, have the motion seconded, the member will then accept the nomination or reject it and a vote will be taken on that nomination.

MOTION by Commissioner Chiara, supported by Gronbach, to nominate Kenneth Crutcher as Chairperson of the Planning Commission.

Crutcher accepted the nomination.

A vote was taken on the above nomination,

Motion carried, all ayes.

Commissioner Waun nominated Steve Majoros, supported by Chiara, for Vice Chairperson of the Planning Commission.

Majoros accepted the nomination.

A vote was taken on the above nomination,
Motion carried, all ayes.

Commissioner Gronbach nominated Ken Chiara, supported by Majoros, for Secretary of the Planning Commission.

Chiara accepted the nomination.

A vote was taken on the above nomination,
Motion carried, all ayes.

The 2018 slate of Planning Commission Officers were elected as follows:

Chairperson - Kenneth Crutcher

Vice Chairperson – Steve Majoros

Secretary – Ken Chiara

**PRELIMINARY PUD REVIEW AND PUBLIC HEARING – BOJI DEVELOPMENT, INC.
10 MILE DEVELOPMENT GROUP, LLC, OLD 47TH COURTHOUSE PROPERTY, 32795
TEN MILE ROAD**

Crutcher introduced this time and turned it over to staff.

Director Christiansen stated this is the preliminary PUD review and Public Hearing scheduled for the redevelopment of the Old 47th District Courthouse property located at 32795 Ten Mile Road.

He stated the Applicant, Boji Development, Inc., Ten Mile Development Group, LLC, has submitted plans, a survey, landscape plans and building elevations and an aerial photograph was included with the staff report.

He indicated there was a PUD site plan submitted as well as a letter from OHM dated January 5, 2018. He stated the Applicant was present as well as the consultants from OHM.

Christiansen reminded the Planning Commission that they had an opportunity at the preapplication conference in November to engage with the Petitioner on this proposed PUD and the first step in the process is the preapplication conference which was held back in November and the second step being the preliminary plan review and public hearing which is being held tonight. Subsequent to the Planning Commission holding the

Public Hearing they are in a position to act on the preliminary PUD plan and if an affirmative recommendation is brought forth, it would get moved forward to the City Council for their review.

The City Council has the third step in the process which is the preliminary PUD plan and if they act affirmatively on it then the final PUD plan comes back before the Planning Commission for final approval.

He stated there are Zoning Ordinance modifications also and stated he would leave that up to the consultants and the Petitioner to detail.

He indicated that OHM representatives Jessica Howard and Matt Parks are present at the meeting to go over their review with the Planning Commission.

Chairperson Crutcher called Matt Parks to the podium to go over the review letter.

Matt Parks, OHM Advisors, went over the letter of January 5, 2018 provided to the Planning Commission.

He stated on the first page of the letter is included a project site description, showing an aerial view of the site. He said on the second page of the planning review it compares the site with what is being proposed in regard to the Zoning Ordinance, the Farmington Master Plan and the Downtown Area Plan, Downtown Master Plan. He stated that comments were made on parking but indicated in general the site is in compliance with many of the plans. He stated in comparison with previous proposals submitted on this property, this one is much less dense with what had been proposed in the past. He stated in general the way the infrastructure fits, the way that everything plays out in the Downtown Area Plan, it fits with that being residential and generally supports the different plan concepts with it being less dense.

Some specific comments made by OHM is that the Petitioner did provide a parallel plan, this being a PUD, they're proposing fourteen single family dwelling units and the parallel plan shows twelve plots, eleven were labeled, so a little bit added density. The positioning off of Ten Mile Road and how the proposed road swings down basically shows how it could tie into the existing school property and/or expand with similar use in the future or tie into that site and continue with either more dense development or things shown in the Downtown Area Plan.

He indicated that no specific area in the plan was set aside for stormwater management and that was stated in both the engineering and planning letter reviews. He said the

Petitioner did show a series of stormwater pipes to collect the stormwater runoff and also pretreatment and that they will require more details as far as how that will be achieved.

He said as Mr. Christiansen stated this PUD will go through a series of preliminary and final reviews and that during the final review of the PUD it will spell out the benefits that are added to the site and to the community.

He indicated at this stage it is normal not to see a drafted PUD agreement but just to show the concept on the drawing.

He addressed parking as having all the units showing standard driveways, garages, but they will need to know whether parking or no parking will be allowed on the streets and one of the questions that came up in their review is that the plans do not indicate whether this will be a public or private road so that needs to be clarified.

Comments were made on pedestrian oriented design requirements taking into consideration the Ordinance and the different plans in place, stating that connectivity is required in a residential setting and future expansion to the east would be elements the City would want to consider.

He stated that his office was not provided with dwelling unit details so that wasn't addressed but they did notice that if the landscape plan provided should be modified and other design details provided, they should be looked at during the final such as the entry sign or something of that nature.

Christiansen stated that in the plan set on what the Petitioner and Applicant, Boji Development, Inc., Ten Mile Development, LLC, is referring to this fourteen unit single family development as Liberty Hills and as indicated by Mr. Parks there is a concept plan which shows the fourteen units laid out, there are some preliminary infrastructure shown as required by the preliminary PUD, and there is some open space which is the area in the northwest corner along Ten Mile and adjacent to the Maxfield Education Center, that there is a small common area on the elbow, this is a single loaded road so it's one access off of Ten Mile and it's stubbed into the Farmington Public School Property and that's in accordance with the Downtown Area Plan for the City of Farmington adopted by the City back in 2015 which calls for residential redevelopment here on this property and that stub there is intended to be there until such time as there is the opportunity to connect.

Looking to implement the Downtown Area Plan in its entirety, this area, the 3.88 acres, the Courthouse property is really one portion of this whole area's plan for potential redevelopment but the overall goal for redevelopment for this area is residential redevelopment.

He stated that also shown in the packet is a utility plan, there was talk of stormwater management and the fact that there needs to be some clarification on the road. The City's goal for redevelopment of this type is to look to implement public infrastructure so it would be public road, public sewer, water, stormwater and what would be required to achieve that.

Christiansen also addressed the issue of on street parking which would be dependent upon roads right-of-way. He then went into the parallel plan meaning under the underlying zoning which is R-1 which is a minimum of 8500 square foot lots, 75 feet of lot width, and what is shown under the parallel plan there could be up to eleven lots with two that actually have proximity and adjacent property line share with Ten Mile Road. What's being shown in the plan is fourteen, a little bit of a different increase, but that's in exchange for a little more open space being put in, that area in the northwest, the common area of the site and the public infrastructure portion of this design.

He referenced the landscape plan that Mr. Parks referred to and the Ordinance requirements and the Applicant has indicated an intent to screen the site and landscape the site using street trees which are required and the common area and green space along Ten Mile Road as well.

Parks clarified that on the Planning side of review they looked at in particular Subarea D in the development area, in the Downtown Area Plan, and he stated what needs to be taken into consideration is to think about this site and how it's going to function independently as a standalone site and what could it be as opportunity evolves to the east which would allow for future continued development.

He stated more details need to come forward as the road comes down and ties into the parking lot, ingress and egress into the parking lot and what kind of impact the traffic would have but feels those are things that can be worked out during the final.

He indicated that overall they didn't see any deal breakers in the planning portion, acknowledging that quite a bit of details need to be worked out and ironed out during the final stages. He opened the floor to questions on the planning side.

Parks then went over the engineering letter with the Commission. He stated quite a bit of infrastructure was done by the City to process the site for redevelopment, most notably was the sanitary sewer system, the City upgraded the Twin Valley Pump Station located down below near Farmington and Shiawassee. The pumps were upgraded, metering was done, a lot of infrastructure was updated. The updates were planned in anticipation of redevelopment so infrastructure wise the sanitary sewer is good.

As far as the water system is concerned it is adequate for a development of this nature.

For ultimate build out there's a water main gap along Rafael that will eventually need to be filled in but for purposes of this site the applicant is only proposing fourteen houses, which will be fine by just bringing water down to into the site. Roadwise, Ten Mile is a Farmington Hills road, so they will have to make sure the applicants get approval from them and making sure the curb cut is acceptable noting there is an existing horseshoe driveway there now. No problems are foreseen, sight distance should be adequate.

There are nine comments on the engineering side that he felt can be worked out as the Applicant moves through the process.

The existing topographical survey, they would like a little more detail on that showing the existing slopes, in particular the wooded area where they plan on discharging water, showing the adjacent property and how that road will tie in and what's exactly adjacent to that and how that's all going to function.

OHM is recommending that eventually the plan should show a concept of how adjacent sites could or would tie in and develop, but for now the Applicant is treating it as a standalone site and that's fine, but to make sure that that road is positioned and set in a way where it can easily be turned or expanded would be a good exercise to go through as it moves forward.

Property lines, public utilities and franchise easements, right-of-ways, those are things that they would like to be see labeled at this stage and some of that information is missing but can easily be added.

The road needs to be designated as public or private and Christiansen had stated that a public road would be preferred, especially if it was going to connect through to another public road.

A stormwater management narrative is something they would like to see, it's basically a simple statement of this is how stormwater is collected, this is how it's treated and discharged, and they like to see a pre versus post calculation, so they would like to see how much impervious surface is on the site today and how much there will be when the site is developed. And depending on that net change, that really governs what kind of stormwater detention would be required. The site does not need to be brought up to full Oakland County Water Resource compliance if the site is becoming more green or if it's only slightly less green than it is today and definitely any stormwater treatment which the Applicant had noted on the plans and is willing to take care of that.

He stated where the stormwater would discharge, there's probably some outlet control structures that need to be detailed out, and again, this is probably not the right time at the preliminary stage but wants the Applicant to be aware so they know that is expected in the future.

Connections with future utilities was also something that was noted. Section C delineates all the potential future permits that will be needed, building permits, Oakland County soil erosion, water and sewer permits from the DEQ and then again Farmington Hills will need to approve any kind of connection proposed along that Ten Mile corridor.

He indicated he is sure the Applicant has answers to many of their comments and since this is the preliminary stage, he foresees many of these massaged out in the process.

Chairperson Crutcher thanked Parks and invited the Applicant to the podium.

Christiansen stated before the Applicant comes up, he would like to bring up on the screen the graphics that were provided to the City from the Applicant so he can walk the Commission through them.

Joe Boji, Boji Development, came to the podium and addressed the issue of the stub road and stated that at the current time the stub road will be addressed by stubbing it off there and not having any connectivity now to the school property, so there wouldn't be any traffic going any way, it would just be a dead end for now on that road.

He said they actually developed a plan and that is exactly where the road would need to go through to extend another thirty-eight units through that adjacent property which also preserves the Farmington sledding hill and that area.

He stated the topographical survey that was provided, was one that was provided by the City and they updated it so all of the future plans will be on the new survey and he added all the landscaping on the plan which is above and beyond what is required.

He stated the fourteen proposed units standalone, and could expand into a total of fifty-one units but that would be down the road.

Director Christiansen stated that Boji Development was gracious in working with the City and when they initially engaged the City with their interest in looking to acquire the courthouse property and working with City Council, and that City Council considered a number of developer/investor proposals for development of this site, in working with the Petitioners, City Council asked a number of questions related to the courthouse property specific and to the Downtown Area Plan and the implementation of that plan and Boji

Development cooperated and presented this to City Council as a potential possibility in accordance with those plans if and when there was an opportunity to look to redevelop that entire area and not just the courthouse property but the Farmington Public School property as well.

He clarified that this PUD is specific to the 3.88 acres of the courthouse property only and the fourteen homes as proposed.

The stub street as proposed just provides an opportunity if and when to tie into that property and may or may not ever be realized.

Parks stated that the additional information provided helps clear up some of their comments and stated the one comment on the engineering standpoint is if the road is dead ended on the school property they would need to make sure of the taper of the road and that it has adequate turnaround.

Christiansen stated that although we are looking at the courthouse property, that the developer is showing the larger picture of development through the entire area referred to in the Downtown Area Plan as Area D which involves fourteen acres and includes the sled hill and all of the school property. The goal of the City was residential and preserving the sled hill and providing amenities and facilities, there is additional parking provided, the sled hill is preserved, the stormwater management retention, a pavilion area, that this conceptual image is consistent with the Downtown Area Plan and the vision of that plan.

Majoros inquired about the location of the sledding hill and Christiansen went over the area on the screen and stated the intent in the concept plan is to have a relocation of the parking and the goal for the Downtown Area Plan was the preservation of the sled hill and the construction of a pavilion.

Crutcher opened the floor for any questions from Commissioners

Majoros asked the Petitioner if there was any more certainty as to what will drive the different sizes of homes being built and the Petitioner stated that each lot is sized to fit every house elevation so it will be on a first come, first serve basis.

Majoros then stated that there could be two extremes to that scenario, that every one of those fourteen units could be built as ranches or the other way, they all want the 2,700 square foot home and asked if there should be any concern as far as footprint and density of size or anything the Commission should be aware of if one extreme or the other is the way the dice rolls..

Christiansen replied what they should be concerned about is making sure whatever the Commission looks favorably upon since the plan, the layout and all elements and aspects thereof, that they look at the building sites, that they get comfortable with the maximum building envelope. He stated that the Commission should have in their final planning is what the Planning Commission will support as far as the maximum envelopes on the site. As mentioned earlier by Mr. Parks, the PUD process is a flexible zoning technique which allows for some modification to traditional zoning so the straightforward spatial requirements, setbacks, lot coverage, lot size, density, lot width area, etc., and that is all achieved through the PUD Plan and the PUD Agreement and that Agreement is an instrument in the end of City Council so it's really the agreement for all aspects of the project, infrastructure, layout, lot size, units, and everything else and all legal questions. All of those things are part of the Commission's responsibilities and will be complete if the Commission is supportive of this project in the final plan and the PUD Agreement.

Boji stated that what they are proposing is a 43-foot wide by 60-foot feet envelope so all the homes fit within that envelope and all setbacks are based on that envelope.

Christiansen put on the screen the Downtown Area Plan that the City put together with OHM Advisors back in 2014 and completed in 2015, with some amendments made and the final version which got acted on in 2016 because of the changes. This particular plan looks at specific areas in the downtown and areas surrounding it. He detailed the different tools the City utilized to put together a Vision Plan and focus areas and stated that the Downtown Area Plan looks at each area in more detail and the areas around it.

He stated in response to Mr. Majoros' question, the Downtown Area Plan has five subareas, Subarea A is the property along Grand River from Warner Street, east to School Street. Subarea B is the Maxfield Training Center. Subarea C is Community/Shiawassee Park, Subarea D is the Farmington Public Schools property and the 3.88 acres are the Old Courthouse property, Subarea E is an area along Grand River from the east end of downtown, twelve properties all the way up to Power. What is addressed in the Downtown Area Plan are concepts for these areas and the concepts for Area D, unique medium density residential development that integrates existing natural features and areas that enhances the characters and connections within the Shiawassee Road corridor, medium density residential uses and maintain existing sledding hill, wooded area, greenspace connections to natural areas in Shiawassee Park, improve the intersection to create a gateway, a context sensitive design. He pointed out the concepts on the screen to the Commission.

He stated the developer has worked very closely with the City to look to try to achieve a level of implementation of Subarea D on the courthouse property.

Chairperson Crutcher opened the floor for questions from the Commission.

Waun stated that most new communities have requirements, whether it's by the city or the owner, that the same house elevation cannot be built side by side or directly across the street so that every house is not the same, and asked if there was a plan in place to avoid having fourteen identical houses in the development.

The Petitioner stated they will work closely with the City, that they don't want fourteen of the same houses next to each other. They can propose that their plan includes not building exactly the same house being built next to each other.

Christiansen put on the screen the plans submitted by the Petitioner and stated that the plans proposed fit within the City requirements through the PUD process and being in the preliminary plan process

Boji went on to state that they typically offer seven different elevations of the same home and depending on how each different one is varies. Different elevations can be utilized and each homeowner has the opportunity to select different materials, seven different kinds of bricks, eight different colors of siding and four or six different shingle colors so there can be a variation to each home.

Christiansen stated that that differentiation of the City's requirements can all be spelled out in the final PUD agreements.

Boji pointed out on the screen examples of ranch homes built in other communities, stating that all five homes were the same with different elevations so they all looked different.

Crutcher asked Boji if the buyer would have to choose from the Petitioner's set of plans or can they bring their own and Boji stated they have to choose from his plans.

MOTION by Majoros, supported by Chiara, to open the Public Hearing.
Motion carried, all ayes.

(Public Hearing opened 7:50 p.m.)

PUBLIC HEARING

Buzz Holschnick, lives on Elizabeth Court and his home backs up to the property. He stated he is pleased to see this project after looking at some of the other proposed developments but has a question regarding sewage and where will the sewage line run.

Parks responded by saying the Petitioner is proposing a gravity sewer within the development, that the previous developer obtained an easement from the existing site but will run the gravity sewer cut through there and tie in off of existing cul de sac so there will be minimal disturbance. He stated in the Development Agreement they will make sure there are provisions in there that state where that's done, how that's done and how it will be restored and how to get the side yard put back in good order. From there it goes along the existing sanitary sewer line all the way down to the Twin Valley Pump Station, so basically everything goes to the bottom of the hill to the river and is pumped up the hill and actually goes up to Warner Street and all the way up the hill and then goes to Grand River.

Christiansen stated that Mr. & Mrs. Holschnick were present this evening and they are the owners of the second house, so between their house and the house to the south is where the easement has been obtained and where that sanitary sewer as proposed is intended to go. He stated this is something that they have been working on for quite a time and he appreciates they are here this evening.

Holschnick responded they are a little bit doubtful, questioning, and they would like to be assured that everything is going to operate well and that they're going to run that line through there and bury the pipe and not destroy the surface and that it's going to operate for fourteen homes.

Parks responded it definitely will. Since they are at the preliminary stage they can make sure everything is laid out right and make sure that the easement is in place and they have enough width but a lot of math calculations need to be done. For the fourteen houses, it doesn't require a very large diameter sewer at all and should be no problem. For the overall development that the Applicant showed as a concept, if that were to all come to fruition there would likely be another sewer that would probably run to the south out of Shiawassee and down to Twin Valley, but that would all have be figured out and would be based on grades and what not, but he is confident that fourteen single family residential houses would be able to fit in a sewer of very small diameter and then head downstream and the City has spent a good amount of money on improving the pump station so there wouldn't be any back-up.

Christiansen stated that any sort of disruption as a result of construction, any disruption of private property in this case on the Holschnick's property, there is an easement for this sewer but if there is any impact and disruption that restoration would take place, so that anything that would happen at surface or as a result thereof would be addressed and would be restored and again all the agreements have to be in place to make sure all of this happens but that is through the engineering process and throughout all the permits and easement agreements the City makes sure that happens.

Sue Schwartz asked how deep is the invert and Parks responded that right now the topographic survey does not provide the data but he would assume it's deep enough and with the floor plan the Applicant is providing he wants to make sure that the sanitary sewer they connect to is at least 10 feet deep.

Jim Duffy, who lives on Elizabeth Court, raised a question on the natural area with all of the trees, and asked who is responsible for the trees because he recently experienced that there was a storm and a tree blew over landing in his backyard and he called the City and they came in and chopped the tree up and cleared it up because it was City property. He questioned if it was no longer City property who is going to maintain the wooded area.

Christiansen responded that is a great question and that currently the City owns the property and when a sale is consummated and the City no longer owns the property, then it will be the responsibility of the new property owner. And if it is the developer, Boji Development, Inc., Ten Mile Development, L.L.C., then they would be the responsible party. If the project moves forward and the development is approved, and the development then is permitted and implemented and is complete, depending upon the structure on how this development is established, there is likely to be a Homeowner's Association and then the owners of the property become the homeowners, like a condominium association. This property is what is called a single family detached site condominium and so there's likely to be an association, master deed, bylaws and the association is responsible for maintaining all common elements.

Duffy stated that anybody near that has that risk, because of the amount of trees on the site and Christiansen responded that it becomes a matter of the owner of the property being responsible for the impact of their property on themselves and others.

Duffy stated that nobody owns that and Christiansen responded that right now the City does and they are responsible and Duffy stated if there is an easement in the back, who maintains that.

Christiansen responded that once the property is sold it becomes the developer's complete responsibility, everything about it and then if the development comes to fruition,

it's the owner of the development, in this case the Homeowner's Association, and it's from property line in, so they own up to the property line.

Duffy stated that is not his question. When the other house gets built there is no access to that easement.

Christiansen responded there is no easement there now as far as he can tell.

Duffy stated that between the tree line and the property there is.

Christiansen stated there is a utility easement in the back of his property for stormwater, and there is a storm sewer line underneath. He stated that there looks to be a storm sewer on the back of his property and asked if there were any catch basins or any facilities in the back of his lot but that there seems to be an easement on his site and is the responsibility of whoever has the responsibility for that easement.

Duffy asked Administration to give thought to it in the final plan how it is going to be maintained. He stated if he needs to maintain it he doesn't have a problem and cited previous problems with maintenance of the site and Christiansen responded that is why Parks made a comment earlier about making sure there is a survey that shows existing conditions that's accurate and complete. One of the things looked for on instruments like that are all the infrastructure facilities including easements, so whatever exists along this property line will have to be part of engineering review and whether there's easements or not there are responsible parties, depending on what the easements lay out and that will all be part of this final planning process.

Donald Schwartz, 24158 Elizabeth Court, questioned about the tearing down of the courthouse and if there is any asbestos or any radon in the ground. He stated he actually had his house tested for radon and it was slightly above the 4.0 and stated if there was any disturbance of the ground for the basements in the new development, and how it impacts his current residence.

He also addressed the issue of utilities, if they would be above ground, below ground and the Petitioner responded they would be below ground, and Schwartz stated that the easement between the properties was for cable and telephone and electrical, he stated there were four cable companies on the pole.

He then questioned the Petitioner if he is going to call the development Liberty Hill would he have another street called Liberty.

Christiansen responded that per ordinance structure and street naming provision there would not be another street called Liberty.

Christiansen thanked Schwartz for his comments and stated the site itself has had a very thorough investigation and the existing almost 15,000 square foot courthouse property has been vacant for fourteen years and has been evaluated and that the building is to be demolished by anybody who purchases the property in accordance with the City's purchase agreement and any sort of environmental remediation when they do the demolition they have to come into the City to get the demolition permit and the City evaluates the existing conditions and they make sure the permit lays out what is required as far as what demolition has to take place. Then there is remediation, if there is anything that needs to be removed, special consideration, asbestos, etc., that is done as a matter of the demolition and until you have a clean site you can't redevelop the property. That will be done with the building and also the small block garage, storage building, that will have to be removed itself.

The site itself has had quite a bit of investigation. There used to be an old heating oil tank, an underground storage tank for the courthouse property. That tank was identified a number of years ago and it was removed in accordance with state requirements and procedures. There was an environmental investigation, that tank was removed, the remediation took place and there was a closure by the State with respect to that tank removal.

There was a Phase I environmental done which is a first stage environmental investigation into the site and soil investigation. There was a Phase II done because of the building, the age of the building, there is some asbestos in the building because of the old infrastructure heating system and that addressed everything that was at issue on the site.

There was a follow-up Phase II that was done with that as well, so those investigations are all part of the record of existing conditions identifying any environmental concern and the demolition will address that.

There was a second Phase II done and looking at the survey drawing in the southwest corner where the ravine is at, to the east of that there is a small stockpile area and that stockpile area that is an area of spoil material that had been placed on the site over time and there was an environmental specific to that pile and for its remediation. He indicated the City has taken time to make sure all of the investigations have taken place working with prior developers and investors and now Boji Development to make sure existing conditions are completely understood on the property.

MOTION by Gronbach, seconded by Majoros, to close the Public Hearing.
Motion carried, all ayes.

(The Public Hearing was closed at 8:08 p.m.)

Chairperson Crutcher stated that the next step for the Planning Commission is to consider the Petitioner's request to approve the preliminary PUD and site plan review and make the recommendation to move it forward to City Council for their approval.

MOTION by Majoros, seconded by Kmetzo, to approve the preliminary PUD and site plan review for Boji Development, Inc., Ten Mile Development, L.L.C., for the Old 47th District Courthouse property located at 32795 Ten Mile Road, with the plans submitted by the Petitioner for Liberty Hill, and the preliminary PUD plans submitted December 4, 2017, conceptual site plan, and in accordance with the planning and engineering review letter for Liberty Hill submitted by OHM dated January 5, 2018 and incorporating the comments made during the Public Hearing and have the Planning Commission move the preliminary PUD plan forward to the City Council.
Motion carried, all ayes.

SITE PLAN REVIEW AND APPROVAL FOR BUILDING ADDITION – CONTRACTING RESOURCES, INC., PROFESSIONAL PAVILION, 23133 ORCHARD LAKE ROAD

Crutcher introduced this agenda item and handed it to over to Christiansen.

Director Christiansen stated that the City has been working with the new property owner, Professional Pavilion located at 23133 Orchard Lake Road regarding a proposed building addition to the existing building and site. The proposed addition is a 13,000 square foot medical office building as well as changes to the existing site including parking lot and walkway improvements, a new dumpster enclosure, new site landscaping and lighting and new signage.

The existing building and site is located on a C-2 Community Commercial District and requires review and approval by the Grand River Corridor Improvement Authority and the Planning Commission. No other changes to the existing site are proposed.

The Applicant has submitted a site plan for the proposed two-story medical office building and the proposed site improvements. An aerial photograph was attached with the staff report as well as a site plan review letter from OHM Advisors dated 1-3-2018.

The Grand River Corridor Improvement Authority reviewed and recommended approval of the site plan to the Planning Commission at their January 4th meeting and a draft copy of the minutes are attached with the staff report.

As indicated earlier, Jessica Howard, with OHM Advisors, is present with Matt Parks this evening to present their review.

Christiansen stated that one of the steps in the site plan process allows for interested applicants and petitioners to request work type session meetings with the City Administration as well as Boards and Commissions prior to coming before a Board or Commission with a formal request and in this case the Petitioner, Mr. Jim Varnas, did take advantage of that and there was a work session that was held with members of the Planning Commission as well as members of the Grand River Improvement Authority and City Administration and staff and consultants.

He put the aerial photograph on the screen and pointed out the location indicating the property is surrounded on three sides by public rights-of-way, and showing the existing two-story medical office building, professional building, approximately 12,000 square feet per floor, representing a 23,000 square foot building. The existing parking field was also pointed out as well as access off of both Mooney Street and Orchard Lake, the sidewalk around the perimeter around Mooney Street, around Shiawassee and a little bit around the curve there at Orchard Lake Road.

Jessica Howard, from OHM Advisors, stated that she is present to discuss the Farmington Medical Office Building Addition and Site Improvements. She stated the Applicant is proposing a 6,500 square foot building addition as well as site improvements to the parking lot and lights and sidewalk. They are also adding a six-inch fire suppression lead to this addition as well as some storm and sewer improvements for roof drain collection.

She stated they have seven comments that don't really impact the layout of the site so they are recommending approval of the addition.

She indicated that what the Applicant did to offset some of the impervious surface is creating islands in the parking lot which is the parking improvement to offset that green space, so they are slightly lowering their overall impervious surface of the site even with this addition.

She stated they spoke with the Applicant last Friday and went over their comments with him and they are already working on adjusting the items in the comments.

She stated their concerns were with being consistent with some of their existing parking lots and lights and proposed lights, that they were not sure if they were salvaging and/or removing them and replacing them and providing more detail for the City as to what lights they are proposing for the parking lot.

Another issue was some of the storm sewer count being exceeded and how to address those issues with the site and they did come to a solution with the developer's engineer and got clarification on their plans with some sheets calling out for additional removal of the sidewalk improvements and then other sheets not showing those.

She stated they were very minor comments for a site plan removal and they do recommend the approval and in the last part of their letter they delineate they will have to get their City building permits, they need to do their soil erosion permit, and she opened the floor for questions from the Commission.

Chairperson Crutcher thanked her and called the Petitioner to the podium.

Jim Varnas, from Contracting Resources, came to the podium on behalf of the Applicant.

He gave a quick history of the project stating the building was built in the '70s and the building was purchased in the mid 2000's by a real estate investment trust out of Milwaukee, Wisconsin. Since then they really haven't done too much to the building, it has actually gone down in quality, tenants have moved out so it's roughly 50% vacant. He stated he noticed the opportunity and has it under contract, it is not purchased yet, but the intent is to have a couple leases signed and close within the next six weeks or so.

Beaumont is one of the major tenants in the building and they are planning on expanding their pediatric group. In addition to that, Beaumont has requested some potential additional space which isn't currently in the facility so that was the impetus in looking at the building addition.

One clarification is that it is a 13,000 square foot, not a 6,500 square foot, and he presented a letter from their engineer addressing the items that were brought up by OHM and basically they've accepted the items and they will be clarified to bring it to closure.

Director Christiansen stated they have worked closely with Mr. Varnas with his interest from the onset and has appreciated all of his efforts. They have from the beginning sat down together and looked at the existing conditions and moving forward with what his interest and plans are, again the work sessions they have had, the work with the Grand River Corridor Authority, and stated it might be helpful to go through the detail of some of

the plans and get to the elevations so they can show everybody what Mr. Varnas' intent is with this redevelopment.

Varnas stated the building is roughly 21,000 to 22,000 square feet and is 21,000 square feet leasable, there's a partial basement in the building.

Christiansen put up on the screen the existing building condition survey, where you see the building and the parking field from the 1970's construction, the standards that were in place and what was approved at that time didn't have much in terms of internal circulation, modifications, adjustments or any break up of the parking lot so you don't see the islands, you don't see the landscaping, you don't see a sidewalk on Orchard Lake Road, and those are some of the items that the Petitioner has addressed here.

Varnas stated a lot of the issues with the building which is almost 40 years old are being corrected with this plan, site circulation, the paving areas, the lack of landscaping, what is there is overgrown and needs to be cut down. He pointed out the landscape plan which they are totally re-landscaping the total facility.

He stated he is an architect and his belief on developing is that architecture sells, it needs to be a good quality product which brings good quality tenants which brings a longlasting development for years to come. He went over in detail the plans that they are proposing, highlighting the retaining wall that identifies the name of the building and features a welcome to Farmington gateway signage as well.

MOTION BY WAUN, supported by Chiara, to approve the building addition at 23133 Orchard Lake Road, in accordance with the OHM review letter dated January 3, 2018 and referencing the recommendation from the Grand River Corridor Improvement Authority.

Motion carried all ayes.

ACCEPTANCE OF MODIFICATIONS TO 2016 DOWNTOWN MASTER PLAN

Chairperson Crutcher introduced this agenda item and turned it over to staff.

Christiansen stated this item is a request for a review and acceptance of modifications by the Planning Commission to the updated City of Farmington Downtown Master Plan.

He indicated at the January 4, 2017 meeting, the Downtown Development Authority, the DDA Board, approved to forward a resolution which is attached to the Planning

Commission to adopt the Downtown Master Plan, the updated Downtown Master Plan 2017.

The Planning Commission reviewed the plan at their December 12, 2016 meeting and adopted it at their January 9, 2017 meeting. However, Walker Parking Consultants created an updated parking study since the adoption of the updated Downtown Master Plan 2017 back in January by the Planning Commission and as such at their September 6, 2017 meeting, the DDA Board accepted changes to the Downtown Updated Master Plan incorporating the 2017 Walker Parking Study and those minutes are attached.

The purpose of this item this evening is to consider acceptance of the modifications to the Updated Downtown Master Plan as part of the overall City of Farmington Master Plan and Comprehensive Planning Program.

MOTION BY MAJOROS, supported by Chiara, to approve the amendment to the Downtown Master Plan inclusive of what Mr. Christiansen referenced as the 2017 Walker Parking Study to be included in the updated version of the Downtown Master Plan.
Motion carried, all ayes.

PUBLIC COMMENT

None heard.

PLANNING COMMISSION COMMENTS

Chairperson Crutcher welcomed Geof Perrot to the Planning Commission.

Commissioner Chiara inquired as to the naming rights of new streets in the City.

Christiansen stated that the goal of the City in many of the redevelopment areas, in particular to areas of residential redevelopment, the City's goal is to have a complete and current and contiguous and continuous system of infrastructure, and that is roads, sewer, water, stormwater management, etc. So having these as public facilities, through the review and approval process and the engineering review and then permitting and construction, the City is able to achieve that continuity and consistency with its infrastructure and bringing them online as public facilities ties them into the existing system. So they look to do that where it makes sense and where it works for the community.

Christiansen stated he is aware it was an involved meeting tonight with a number of items, and that they had talked about where things are and going to and they're very pleased that they have the opportunity to see some of these redevelopments, the courthouse property, and in addition the Professional Pavilion, that is very significant in the City and it's quite a bit of medical office space and it certainly supports what's taking place along the Grand River Corridor at the Botsford Focus Area which is now Beaumont which is one of the four focus areas in the Grand River Corridor Vision Plan results in a demand and a need for medical office space and facilities and that he is pleased to see the City can accommodate that.

He stated there are other redevelopment projects on the horizon and they're still continuing to work with the Applicant regarding the Maxfield Training Center.

Now that the Planning Commission has moved forward with the updated 2016 Downtown Master Plan incorporating the Walker Parking Study, that then completes the updated Downtown Master Plan and the next step is moving forward with an RFP for the City Master Plan and incorporating all of the tools that were created to do so.

What is being seen here in the City with the addition at the Professional Pavilion, taking an underutilized parking area and absorbing that and turning that over to bricks and mortar construction with a building addition, there has been quite a bit of interest in some of the City's larger commercial centers that have a significant amount of parking, some of which is underutilized itself to possibly construct out buildings, outlots, and they are working on that.

On a staff note, Christiansen stated that Walt Gajewski, market manager, had fallen ill and was wished a speedy recovery and that he is in their thoughts and prayers.

ADJOURNMENT

MOTION by Chiara, supported by Waun, to adjourn the meeting.
Motion carried, all ayes.

The meeting was adjourned at 8:43 p.m.

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Respectfully submitted,

Secretary

MEETING MINUTES
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMM.
JANUARY 8, 2018-5:15PM
FARMINGTON HILLS POLICE DEPT TRAINING ROOM
31555 W. ELEVEN MILE ROAD
FARMINGTON HILLS, MI. 48336

CALL TO ORDER BY: Vice Chair Tutak at 5:15

MEMBERS PRESENT: Wecker, Moyna (Alt.), Reynolds, Faine, Tutak, Avie, Sloan, York, Szymusiak, Falkowski, Yuskowatz.

MEMBERS ABSENT: DeFranco, Massey, Jackson, Murray, Paschke, Fashbaugh Ciaramitaro.

OTHERS PRESENT: Bastianelli, Neufeld, Mary Ellen Haupt.

Bastianelli introduced Assistant Chief Dan Rodriguez FHPD.

EVACUATION ROUTE: There was an emergency exit door in the room or go back to the building entrance.

APPROVAL OF AGENDA - Jan. 8, 2018:

Motion by Avie, support by Moyna, to approve the agenda as submitted. Motion carried unanimously.

APPROVAL OF MINUTES-Dec, 4, 2017:

Motion by Wecker, support by York, to approve the minutes as submitted. Motion carried unanimously.

EVENTS, ACTIVITIES, MARKETING, AND PROGRAMS

- CPR Trainings scheduled so far for 2018: Jan. 30, Feb 22, and March 15 all at Station #4 on Drake Rd 5-10pm and includes Stop the Bleed.
- Women's self- defense training is at Costick Center on Sat. March 3, 9am. Szymusiak reported the fee for the trainers will be taken care of by the City of Farmington per Warthman (FPS).
- Summit on track for March 22 at 1st Presbyterian Church in FH for faith based members for info about hardening their buildings. Moyna will take the lead and Neufeld and Bastianelli will present.
- Avie will take the lead for an all community summit in April to address Active Shooter Response and Run Hide Fight. Checking April 14 10am or PM at Costick.

UASI Grant from FEMA- Chief Nebus will be attending the Inter Faith meeting on Jan. 25. He will be giving the group info about the Grant for helping to protect places of worship.

MICHIGAN & REGIONAL CITIZENS CORP COUNCIL ACTIVITIES

Tutak reported there is a statewide push for Stop the Bleed trainings. There is a joint CERT training in Novi Jan `18 and on April 21, Oakland County is hosting one also. We had a request from a HOSA student to be CERT trained. Tim is waiting on background checks for 32 trained people to move forward with our CERT program. On Jan 20-21 there will be a HAM Operators Conference sponsored by Oakland County.

Region 7 is holding a Citizens Corps Conference at Camp Grayling April 27-28.

LIAISON REPORTS:

- Neufeld (FHFD) reports there have been trainings in ALICE and Stop the Bleed at Mercy HS and Our Lady of Sorrows.
- Bastianelli (FHPD) reported staff changes in the Records and Communications Depts.
- Warthman (FPS) was not attending, no report.

PUBLIC COMMENTS:

None

COMMISSIONERS COMMENTS:

Wecker attended a conference for EMS personnel to address handling of mentally impaired persons. Wondered if the EPC could somehow get involved in getting out the info.

Yuskowatz reported that the Y's Winter schedule is starting next week and the Y has undergone renovations to its exercise areas and giving a deal for new members. There is a need for a wheelchair for members and guests to enter the 0-entrance pool.

Ciaramitaro was absent but was supposed to report our budget figures should be \$2,327 from FH.

ADJOURNMENT:

Tutak adjourned the meeting at 6:30pm

MEETING MINUTES
CITY OF FARMINGTON HILLS COMMISSION ON CHILDREN YOUTH & FAMILIES
JANUARY 4, 2018-6PM
FARMINGTON HILLS CITY HALL, COMMUNITY ROOM

CALLED TO ORDER BY: Chair, Kathy Ashcraft at 6:00 pm.

MEMBERS PRESENT: Kathy Ashcraft, Ed Cherkinsky, Jessica Cummings, Anwar Mahmood, Joan McGlincy, Bette Rose, Abby Sacco, Erica Saum, Mitch Seelye and Sharon Snodgrass

MEMBERS ABSENT: Diane Hague and Jim Nash

OTHERS PRESENT: Farmington and Farmington Hills Council, City, or Staff Liaison members and Alternate and Associates members: Todd Anderson, Mike Ciaramitaro, Todd Lipa, Laurie Scott and Samantha Steckloff..

APPROVAL OF AGENDA:

MOTION by Rose, support by Seelye, to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES –November , 2017:

MOTION by Rose, support by McGlincy, to approve the minutes of September 7, 2017. Motion carried unanimously.

YOUTH DIVISION UPDATE: Todd Lipa: The After-School Program is down 64 to 70 Students which is about a 25% drop from last year. This drop matches the decreased enrollment in FPS. They have engaged a marketing consultant to assess present publicity which includes ineffective Youth/Parent Program packets that are not read and therefore are ineffective. We are sponsoring open houses for fifth graders at the three middle schools and the Steam School to promote the After-School Program. Summer Program information is ready for distribution.

ISSUES COMMITTEE UPDATE: Joan McGlincy, Kathy Ashcraft and Sharon Snodgrass: Arrangements for the Tech Night with the Oakland County Resource Commission for the ecological aspect. Sharon Snodgrass indicated that per The City's IT Department Manager that there are no job opportunities for recruits without 2 or 4 years of college. Joan suggested that we check with the Chamber of Commerce for small companies who may offer internships. Mary Buchanan from the Commission on Aging is a member of a Caregivers Group and they have discussed ways CYF could incorporate the needs of caregivers in the CYF mission. She continued outlining some of the needs that could be addressed. Samantha suggested contacting U.S. Congressman Brenda Lawrence and staff member Mike McGinnis who has caregiving issues as an agenda item. Todd Lipa informed us that The C.A.R.E.S. Complex is negotiating for trade school courses and eventually a trade school.

CALL TO ACTION UPDATE: Mitch Seelye: The annual planning meeting for the CTA Breakfast is scheduled for 1/8 at 6:00 pm. The Agenda includes a discussion of modifying, changing and improving the CTA Annual Breakfast.

SPOTLIGHT SHOW UPDATE: Sharon Snodgrass: Two shows were taped in November. The first one was Debra Jay who spoke at the last CTA Breakfast The discussed restructuring the family. The other show included two UAW who presented at our last Tech Night. Shows are limited to 15 minutes because of attention spans of viewers. They are unable to get the show schedule on the City website, but the shows are available on You Tube.

NEW BUSINESS AND ANNOUNCEMENTS:

Mike Ciaramitaro, Farmington Hills Assistant Police Chief: Crime goes down in cold weather. The Police Department is constantly recruiting highly qualified officers. Out of a large number of applicants, only a few will qualify. They are nearing the ideal number of 206 officers. The Department is also losing three administrative staff members including a Dispatcher. This position requires a higher level of education. Todd Lipa added that 1/3 of the Farmington Hills work force is retiring or eligible for retirement.

Todd Lipa: CYF Reorganization: There is a new Commission roster of 11 voting members which includes 9

from Farmington Hills with one alternative and 2 from Farmington with one alternative. You need a quorum (6) out of the eleven members to vote on a motion. Sharon suggested that there is a need to have definitions of roster positions and how they are filled. Samantha informed us that City Council will meet on 3/13 to discuss these and other issues will be discussed. The Mayor will appoint all replacements.

Motion to approve the roster as presented. Motion brought by Bette Rose, support by Mitch Seelye. Motion carried unanimously.

Motion to retain present Bylaws with approval for restructure to correspond with all Commission Bylaws. Motion brought by Mitch Seelye, supported by Bette Rose. Motion carried unanimously.

Erica Saum, JFS: Erica announced she will be stepping down once her term of office expires in February. The Mayor will appoint her replacement.

Laura Scott, Farmington Hills Community Library: Laurie invited everyone to the MLK day long celebration at the Library on 1/15/18. She informed us of the Red Carpet Event on 2/25/18. She distributed the following brochures: the Library Programs for January, the MLK event roster, the Red Carpet Movie Shorts and the Children's Programs occurring from 11/17 to 1/2018. Sharon praised the Shorts of the Red Carpet and extolled the services provided in the Library Heritage Unit.

Abby Sacco, YMCA: The Y Summer Camp registration is open. The Y has all new exercise equipment and the fitness center remodeling is almost complete.

Todd Lipa/Jessica Cummings: Farmington Hills and the Farmington Public Schools are meeting to discuss repurposing Harrison High School on 1/9 at 6:30 pm. In the FPS Administration Building. The earlier meeting on 1/6 should be televised, but the 1/9 meeting probably will not be televised.

Jessica Cummings: Jessica will not be able to a number of upcoming meetings, so it was decided by Todd that Jessica would become a Liaison and share duties with Jon Manier.

Todd Lipa: There are two openings on the Parks and Recreation Commission. These members will be very busy with the proposed repurposing of Harrison High School. 517 dinners were served at the Annual Farmington Hills Thanksgiving Dinner. The balance of the dinners were donated to meals on wheels, 85 delivered or picked up by families and there were donations to Goodfellows making a total of 370 recipients. Information and tours are available for C.A.R.E.S. The Senior Division is looking for nominees for their Volunteer Recognition Awards.

PUBLIC COMMENTS: None

ADJOURNMENT:

MOTION by Saum, support by Seelye, to adjourn the meeting at 7:05 pm. Motion carried unanimously

Respectfully submitted by Joan McGlincy/Ed Cherkinsky

**Farmington City Council
Staff Report**

**Council Meeting
Date: 2.20.2018**

**Item
Number
4B**

Submitted by: Melissa Andrade

Agenda Topic

Resignation of Jeanne Atkinson from the Commission on Aging

Proposed Motion:

Accept the resignation of Jeanne Atkinson from the Commission on Aging

Background:

Jeanne Atkinson has served as a Farmington representative on the Commission on Aging since 2009.

Materials:

Letter of resignation
Thank you card for all of council to sign

In an email, Feb. 7, 2018

To City Council Farmington Michigan:

It has been my pleasure to serve on the Commission on Aging. We have recently sold our house and will be moving to another city. I am sending in my letter of resignation to be effective March 1, 2018.

The Commission on Aging has been represented by Farmington participants in a very strong manner. Each person from Farmington since I have been involved have been working individuals. I credit that to the selection from the City Council.

Once again Thank You for letting me be a part of the Commission on Aging.

Jeanne Atkinson

33600 Shiawassee

Farmington, Mi.

Farmington City Council Agenda Item		Council Meeting Date: February 20, 2018	Item Number 4Ca
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Monthly Payments Report – January 2018			
<u>Proposed Motion</u> Approve Farmington Monthly Payments Report – January 2018			
<u>Background</u> See attachment			
<u>Materials Attached</u> AP Monthly Payments Report 01312018			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

MONTH OF JANUARY 2018

FUND #	FUND NAME	AMOUNT:
101	GENERAL FUND	\$ 367,285.11
202	MAJOR STREET FUND	\$ 16,642.94
203	LOCAL STREET FUND	\$ 529.71
592	WATER & SEWER FUND	\$ 223,888.17
595	FARMINGTON COMMUNITY THEATER FUND	\$ 37,117.08
640	DPW EQUIPMENT REVOLVING FUND	\$ 24,333.62
701	AGENCY FUND	\$ 26,028.73
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 62,824.85
	TOTAL CITY PAYMENTS ISSUED:	\$ 758,650.21
136	47TH DISTRICT COURT FUND	\$ 74,607.07
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 33,397.30
296	SWOCC FUND	\$ 16,577.61
	TOTAL OTHER ENTITIES PAYMENTS ISSUED:	\$ 124,581.98
	TOTAL PAYMENTS ISSUED	\$ 883,232.19

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

CITY OF FARMINGTON - ACH PAYMENTS REPORT

MONTH OF JANUARY 2018

TRANSFER FROM:	TRANSFER TO:	DESCRIPTION:	AMOUNT:
Agency Tax	Farmington Public Schools	Tax Payment #12	135,506.70
Agency Tax	Oakland County	Tax Payment #12	34,352.02
Agency Tax	Farmington Comm. Library	Tax Payment #12	10,096.42
Agency Tax	Farmington Public Schools	Tax Payment #13	301,731.00
Agency Tax	Oakland County	Tax Payment #13	76,395.14
Agency Tax	Farmington Comm. Library	Tax Payment #13	24,120.84
Agency Tax	Farmington Public Schools	Tax Payment #14	625,422.36
Agency Tax	Oakland County	Tax Payment #14	194,589.46
Agency Tax	Farmington Comm. Library	Tax Payment #14	57,655.98
Agency Tax	Farmington Public Schools	Tax Payment #15	142,851.98
Agency Tax	Oakland County	Tax Payment #15	36,099.67
Agency Tax	Farmington Comm. Library	Tax Payment #15	11,613.33
Agency Tax	Farmington Public Schools	Tax Payment #16	38,307.79
Agency Tax	Oakland County	Tax Payment #16	9,892.48
Agency Tax	Farmington Comm. Library	Tax Payment #16	2,993.13
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	210,050.80
General Fund	Federal Gov't	W/H & FICA Payroll	79,714.21
General Fund	MERS	December Transfer	80,060.86
General Fund	MERS HCSP	December Transfer	4,040.00
Agency	Total Administrative Services Corp.	Flexible Spending Accounts	3,435.58
TOTAL CITY ACH TRANSFERS			2,078,929.75
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	83,939.40
Court Fund	Federal Gov't	W/H & FICA Payroll	30,023.75
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	2,089.92
TOTAL OTHER ENTITIES ACH TRANSFERS			116,053.07



City of
FARMINGTON Michigan

FARMINGTON PUBLIC SAFETY DEPARTMENT

23600 Liberty Street, Farmington, MI 48335 / Tel: (248) 474-4700 / Fax: (248) 442-9815

MONTHLY PUBLIC SAFETY REPORT

January 2018

DWLS, Warrant and OWI Arrests

Between January 1st through the 7th, FDPS personnel made five (5) misdemeanor driver license related or warrant arrests as a result of conducting proactive traffic enforcement.

Disorderly Conduct

On January 1, 2018 at approximately 12:09 AM Officers responded to a residence on Gill Road for a report of a 21 year old male subject that was reported to be highly intoxicated and fighting. Upon arrival, the Officers found that the subject was being held down by four others to keep him from fighting. It was reported that the subject had consumed an entire fifth of Jack Daniels and as a result became verbally belligerent and physically threatening. The subject was transported to the Hospital and issued a citation for disorderly conduct.

Furnishing Alcohol to a Minor

On January 3, 2018 at approximately 9:21 AM Officers responded to a residence on Robinwood for a report of a female subject that had consumed too much alcohol and was in and out of consciousness. The female was transported to the hospital and three adults were issued citations for furnishing alcohol to a minor.

Harassing Communications

On January 3, 2018 at approximately 5:08 PM and Officer responded to a Farmington restaurant for a report of harassment. The Officer learned that the complaint involved the ex-boyfriend of the reporting party. Attempts to locate or call the responsible were unsuccessful at the time of the report.

Naloxone Administered

On January 4, 2018 at approximately 12:24 AM Officers responded to assist Farmington Hills Police and Fire with a report of a subject that overdosed on Heroin. As a result, Naloxone was administered and the care of the subject was turned over to Farmington Hills Police and Fire.

Narcotics Possession

A Sergeant stopped a vehicle in the area of Orchard Lake and Ten mile for not having a license plate and an unreadable temporary tag in the rear window. As a result of the traffic stop the 22 year old male driver was arrested for possession of marijuana and driving on a suspended license.

Customer Trouble

On January 10, 2018 at approximately 09:15 AM an Officer responded to a Farmington gas station. The Officer learned that an unknown customer regularly causes a disturbance is the station. The reporting party advised the Officer that the subject departed in an older purple Lincoln.

Malicious Destruction of Property

On January 11, 2018 at approximately 08:47 PM, Officers responded to a Farmington residence for a report of a rock that had been thrown through a second story window. The incident was not witnessed and no description was available. Officers checked the immediate area and the incident was documented. The residents reported that they have not had any disputes with anyone and had no ideas of possible suspects.

Disorderly Conduct

On January 12, 2018 at approximately 03:03 AM Officers responded to a report of a subject who was hit by a vehicle in the area of Grand River Ave and Orchard Lake. The subsequent investigation revealed that an intoxicated customer got into a verbal argument with his taxi driver. As a result the customer was kicked out of the taxi for his behavior at which point the subject was struck by the Taxi van as the driver attempted to depart the area. The taxi driver was issued a citation for careless driving and the 57 year old intoxicated male was issued a citation for disorderly conduct and transported to the hospital as a precaution.

Suspicious Circumstances

On January 13, 2018 at approximately 12:55 PM a resident on Hawthorne reported that the outside pane of a double pane front window shattered. There was no obvious cause of the damage and the incident was not witnessed. **NOTE: This is the second broken window incident in that area in two days.**

Possession of Marijuana

On January 19, 2018 at approximately 10:47 PM an Officer stopped a vehicle in the area of Grand River Ave and Hawthorne for not having a license plate. As a result of the traffic stop the 26 year old male was arrested for possessing marijuana and having an active arrest warrant out of the Oakland County Friend of the Court.

Possession of Drug Paraphernalia and Marijuana

On January 20, 2018 at approximately 2:57 AM an Officer initiated contact with an occupied vehicle parked in the front of a residence in the area of Thomas and Warner. The Officer noted that the vehicle registered to an address in Farmington Hills. The Officer found that the two occupants were in the vehicle smoking marijuana with glass pipes. The 24 year old male was arrested for possession of marijuana and drug paraphernalia, and his 33 year old female passenger was issued a citation for possessing drug paraphernalia and released at the scene.

Possession of Marijuana

On 1/22/18 at approximately 10:55 pm an Officer stopped a vehicle in the area of Power and Grand River for an equipment violation. Subsequent investigation discovered the driver, a 58 year old male, was in possession of marijuana. The driver was arrested, charged with possession of marijuana, and released after posting bond.

Felony Arrest Warrant

On 1/24/18 at approximately 5:22 pm a Commander stopped a vehicle after learning the registered owner had a felony warrant out of the Lansing Police Department for Fraud. The driver, a 53 year old male, was confirmed to be the subject with the warrant. The Lansing Police Department was contacted and wished to pick the driver up. The driver was arrested and held at the Farmington jail until Lansing Police picked him up.

Fraud

On 1/26/18 at approximately 9:22 am a resident made a complaint that an unknown person attempted to collect unemployment benefits in their name. This was discovered when the resident received a letter from the Michigan Unemployment Office informing them of their application. A report was filed and forwarded to the Michigan Unemployment Investigations Division. Two additional similar reports were filed to our department during this time period.

Larceny

On 1/26/18 at approximately 11:50 am a resident came to the front desk to report a larceny (theft). The resident stated a package was supposed to be delivered by UPS to her front door on 1/6/18 and they never saw it. The package was insured and a claim was made to UPS.

Fraud

On 1/26/18 at approximately 4:10 pm a resident came to the front desk to report that their Grub Hub account had been compromised and an unauthorized purchase had been made on 1/25/18. A purchase to a Deli had been made and the food delivered to an address in Highland Park. The case has been forwarded to our detective bureau for follow-up investigation.

Fraud

On 1/30/18 at approximately 2:21 pm a resident made a complaint that an unknown person attempted to collect unemployment benefits in their name. A report was filed and forwarded to the Michigan Unemployment Investigations Division. One additional similar report was filed to our department during this time period.

Monthly Public Safety Report
January 2018
Page 4 of 4

Additional Information:

During the month of January, all sworn public safety personnel received training in CPR/AED certification. All personnel receive annual certification in the administration of CPR and all public safety vehicles are equipped with Automatic External Defibrillators (AED).

Total Calls	Medical Calls	Fire Calls	Traffic Stops	Crash Reports
881	66	10	524	42

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of January

Classification	Jan/2017	Jan/2018	%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	1	0%
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	3	2	-33.3%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	0	0	0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	2	0	-100%
23007 LARCENY -OTHER	0	0	0%
24001 MOTOR VEHICLE THEFT	0	0	0%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	1	0	-100%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	1	0	-100%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	2	1	-50%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	2	0%
26003 FRAUD -IMPERSONATION	1	0	-100%
26004 FRAUD -WELFARE FRAUD	0	0	0%
26005 FRAUD -WIRE FRAUD	1	0	-100%
26007 FRAUD - IDENTITY THEFT	0	0	0%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	1	0	-100%
28000 STOLEN PROPERTY	0	0	0%
29000 DAMAGE TO PROPERTY	1	2	100%

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of January

Classification	Jan/2017	Jan/2018	%Change
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	0%
30002 RETAIL FRAUD -THEFT	1	0	-100%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
30004 ORGANIZED RETAIL FRAUD	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	3	5	66.66%
35002 NARCOTIC EQUIPMENT VIOLATIONS	4	2	-50%
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	0	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%
Group A Totals	22	15	-31.8%
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	2	0	-100%
36003 PEEPING TOM	0	0	0%
36004 SEX OFFENSE -OTHER	1	0	-100%
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	5	1	-80%
42000 DRUNKENNESS	0	0	0%
48000 OBSTRUCTING POLICE	0	0	0%
49000 ESCAPE/FLIGHT	0	0	0%
50000 OBSTRUCTING JUSTICE	2	4	100%
53001 DISORDERLY CONDUCT	1	2	100%

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of January

Classification	Jan/2017	Jan/2018	%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	5	1	-80%
55000 HEALTH AND SAFETY	0	0	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	0	0	0%
63000 VAGRANCY	0	0	0%
70000 JUVENILE RUNAWAY	0	0	0%
73000 MISCELLANEOUS CRIMINAL OFFENSE	3	1	-66.6%
75000 SOLICITATION	0	0	0%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
Group B Totals	22	12	-45.4%
2800 JUVENILE OFFENSES AND COMPLAINTS	1	1	0%
2900 TRAFFIC OFFENSES	18	17	-5.55%
3000 WARRANTS	19	32	68.42%
3100 TRAFFIC CRASHES	21	33	57.14%
3200 SICK / INJURY COMPLAINT	61	68	11.47%
3300 MISCELLANEOUS COMPLAINTS	163	130	-20.2%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%
3500 NON-CRIMINAL COMPLAINTS	110	48	-56.3%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	0%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	531	567	6.779%
3800 ANIMAL COMPLAINTS	7	5	-28.5%
3900 ALARMS	27	23	-14.8%
NON-CRIMINAL COMPLAINTS	0	0	0%
Group C Totals	958	924	-3.54%
2700 LOCAL ORDINANCES - GENERIC	0	0	0%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	0	0	0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	0	0	0%
4400 WATERCRAFT CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	46	40	-13.0%
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%
TRAFFIC WARNINGS	0	0	0%

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of January

Classification	Jan/2017	Jan/2018	%Change
MISCELLANEOUS A THROUGH UUUU	0	0	0%
Group D Totals	46	40	-13.0%
5000 FIRE CLASSIFICATIONS	23	12	-47.8%
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%
FIRE CLASSIFICATIONS	0	0	0%
Group E Totals	23	12	-47.8%
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%
INVESTIGATIVE ACTIVITIES	0	0	0%
COURT / WARRANT ACTIVITIES	0	0	0%
CANINE ACTIVITIES	0	0	0%
MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
Group F Totals	0	0	0%
Totals for all Groups	1071	1003	-6.34%

Farmington City Council Agenda Item	Council Meeting Date: February 20, 2018	Item Number 4E	
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Quarterly Financial Report – 12/31/17			
<u>Proposed Motion</u> Approve Farmington Quarterly Financial Report – 12/31/17			
<u>Background</u> See attachment			
<u>Materials Attached</u> Farmington Quarterly Financial Report – 12-31-17			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

FINANCIAL REPORT
CITY OF FARMINGTON
QUARTER ENDED DECEMBER 31, 2017

Submitted by:
Christopher M. Weber, Director of Finance and Administration

CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 12-31-17

BUDGETED FUNDS:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
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GENERAL FUND:

Property Taxes	4,624,175.00	4,422,202.62	(201,972.38)	General Government	1,987,336.00	825,104.17	(1,162,231.83)
Licenses & Permits	166,200.00	75,098.75	(91,101.25)	Court	528,260.00	264,130.02	(264,129.98)
Federal Grants	23,622.00	0.00	(23,622.00)	Public Safety	3,776,261.00	1,955,316.80	(1,820,944.20)
State Shared Revenues & Grants	1,056,428.00	467,200.62	(589,227.38)	Public Services	1,167,773.00	540,277.93	(627,495.07)
Charges For Services	2,037,217.00	946,664.93	(1,090,552.07)	Health & Welfare	7,359.00	5,196.00	(2,163.00)
Fines & Forfeits	455,500.00	169,099.73	(286,400.27)	Community & Econ. Development	229,549.00	87,438.46	(142,110.54)
Other Revenue	211,360.00	88,614.41	(122,745.59)	Recreation & Cultural	757,685.00	367,294.42	(390,390.58)
Transfer, Capital Improvement Fund	254,000.00	0.00	(254,000.00)	Transfer, Nonvoted Debt Service	160,924.00	5,370.01	(155,553.99)
				Transfer, OPEB Debt Service	436,360.00	436,360.00	0.00
				Transfer, S/A Debt Fund	120,323.00	120,323.00	0.00
Total Revenues:	8,828,502.00	6,168,881.06	(2,659,620.94)	Total Expenditures:	9,171,830.00	4,606,810.81	(4,565,019.19)
Appropriation, Fund Equity	343,328.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	9,171,830.00	6,168,881.06		Total Expenditures/Trans Fund Equity	9,171,830.00	4,606,810.81	

CAPITAL IMPROVEMENT FUND:

Transfer, Theater Fund	25,000.00	0.00	(25,000.00)	Transfer, General Fund	254,000.00	0.00	(254,000.00)
Other Revenue	2,700.00	2,221.16	(478.84)				
Total Revenues:	27,700.00	2,221.16	(25,478.84)	Total Expenditures:	254,000.00	0.00	(254,000.00)
Appropriation, Fund Equity	226,300.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	254,000.00	2,221.16		Total Expenditures/Trans Fund Equity	254,000.00	0.00	

CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 12-31-17

BUDGETED FUNDS:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
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MAJOR STREET FUND:

State Shared Revenue	541,891.00	200,937.52	(340,953.48)	Operation & Maintenance	341,579.00	99,123.33	(242,455.67)
Contracts and Grants	108,783.00	16,800.58	(91,982.42)	Construction	140,000.00	54,381.46	(85,618.54)
Other Revenue	500.00	15,362.44	14,862.44	Debt Service	143,700.00	133,170.00	(10,530.00)
Transfer, Municipal Street Fund	15,000.00	0.00	(15,000.00)				
Total Revenues:	666,174.00	233,100.54	(433,073.46)	Total Expenditures:	625,279.00	286,674.79	(338,604.21)
Appropriation, Fund Equity	0.00			Transfer, Fund Equity	40,895.00		
Total Revenues/Appr Fund Equity:	666,174.00	233,100.54		Total Expenditures/Trans Fund Equity	666,174.00	286,674.79	

LOCAL STREET FUND:

State Shared Revenue	228,911.00	84,617.79	(144,293.21)	Operation & Maintenance	209,976.00	84,292.88	(125,683.12)
Special Assessments	10,050.00	10,800.00	750.00	Construction	436,500.00	415,088.23	(21,411.77)
Other Revenue	12,642.00	637.38	(12,004.62)				
Transfer, Municipal Street Fund	436,500.00	403,609.92	(32,890.08)				
Total Revenues:	688,103.00	499,665.09	(188,437.91)	Total Expenditures:	646,476.00	499,381.11	(147,094.89)
Appropriation, Fund Equity	0.00			Transfer, Fund Equity	41,627.00		
Total Revenues/Appr Fund Equity:	688,103.00	499,665.09		Total Expenditures/Trans Fund Equity	688,103.00	499,381.11	

MUNICIPAL STREET FUND:

Property Taxes	473,521.00	458,730.15	(14,790.85)	Transfer, Major Street Fund	15,000.00	0.00	(15,000.00)
State Shared Revenue	6,000.00	0.00	(6,000.00)	Transfer, Local Street Fund	436,500.00	403,609.92	(32,890.08)
Other Revenue	4,000.00	3,936.80	(63.20)				
Total Revenues:	483,521.00	462,666.95	(20,854.05)	Total Expenditures:	451,500.00	403,609.92	(47,890.08)
Appropriation, Fund Equity	0.00			Transfer, Fund Equity	32,021.00		
Total Revenues/Appr Fund Equity:	483,521.00	462,666.95		Total Expenditures/Trans Fund Equity	483,521.00	403,609.92	

CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 12-31-17

BUDGETED FUNDS:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
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BROWNFIELD REDEVELOP AUTHORITY:

Total Revenues:	2,770.00	2,643.53	(126.47)	Total Expenditures:	2,670.00	0.00	(2,670.00)
Appropriation, Fund Equity	0.00			Transfer, Fund Equity	100.00		
Total Revenues/Appr Fund Equity:	2,770.00	2,643.53		Total Expenditures/Trans Fund Equity	2,770.00	0.00	

CORRIDOR IMPROVEMENT AUTHORITY:

Total Revenues:	150.00	157.30	7.30	Total Expenditures:	5,000.00	0.00	(5,000.00)
Appropriation, Fund Equity	4,850.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	5,000.00	157.30		Total Expenditures/Trans Fund Equity	5,000.00	0.00	

DWTWN DEVELOPMENT AUTHORITY:

Total Revenues:	572,700.00	453,131.52	(119,568.48)	Total Expenditures:	758,559.00	160,580.34	(597,978.66)
Appropriation, Fund Equity	185,859.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	758,559.00	453,131.52		Total Expenditures/Trans Fund Equity	758,559.00	160,580.34	

TOTAL BUDGETARY FUNDS REVENUE:	\$7,822,467.15	TOTAL BUDGETARY FUNDS EXPENDITURES:	\$5,957,056.97
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CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 12-31-17

SUPPLEMENTAL INFORMATION:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
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WATER & SEWER FUND:

Water & Sewer Sales	4,952,192.00	2,699,824.51	(2,252,367.49)	Operating & Maintenance	4,349,346.00	1,798,282.72	(2,551,063.28)
Service Fees	70,000.00	27,317.69	(42,682.31)	Total O & M Expenditures:	4,349,346.00	1,798,282.72	(2,551,063.28)
Other Revenue	34,000.00	16,410.52	(17,589.48)	Capital Outlay	609,764.00	139,969.39	(469,794.61)
				Debt, Principal and Interest	317,768.00	190,790.00	(126,978.00)
				Transfer, OPEB Debt Service	22,967.00	22,966.00	(1.00)
Total Revenues:	5,056,192.00	2,743,552.72	(2,312,639.28)	Capital & Debt Outlays	950,499.00	353,725.39	(596,773.61)
Appropriation, Fund Equity	243,653.00			Transfer, Debt & Equity	0.00		
Total O & M/ Other Revenues:	5,299,845.00	2,743,552.72		Total O & M Exp.& Trans Debt & Equity	5,299,845.00	2,152,008.11	

FARMINGTON COMMUNITY THEATER FUND:

Admission/Rentals/Concessions	564,870.00	230,984.73	(333,885.27)	Operation & Maintenance	563,743.00	219,396.81	(344,346.19)
Other Revenue	14,000.00	4,944.23	(9,055.77)	Total O & M Expenditures:	563,743.00	219,396.81	(344,346.19)
				Capital Outlay	13,000.00	10,575.00	(2,425.00)
Total Revenues:	578,870.00	235,928.96	(342,941.04)	Capital & Debt Outlays	13,000.00	10,575.00	(2,425.00)
Appropriation, Fund Equity	0.00			Transfer, Fund Equity	2,127.00		
Total Financing Sources:	578,870.00	235,928.96		Total O & M Exp.& Trans Debt & Equity	578,870.00	229,971.81	

Farmington City Council Agenda Item	Council Meeting Date: February 20, 2018	Item Number 4F	
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Quarterly Investment Report –12/31/17			
<u>Proposed Motion</u> Approve Farmington Quarterly Investment Report – 12/31/17			
<u>Background</u> See attachment			
<u>Materials Attached</u> Farmington Quarterly Investment Report – 12-31-17			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

INVESTMENT REPORT

CITY OF FARMINGTON

QUARTER ENDED DECEMBER 31, 2017

Submitted by:
Christopher M. Weber, Director of Finance and Administration

CITY OF FARMINGTON
 QUARTER ENDING SEPTEMBER 30, 2017

	BALANCE	BALANCE	BALANCE	RATE OF RETURN			MATURITY	RATING	RATING AGENCY
	10/31/17	11/30/17	12/31/17	10/31/17	11/30/17	12/31/17			
Pooled Mutual Funds:									
Comerica	\$ 254,140	\$ 254,345	\$ 254,580	0.970%	0.990%	1.150%	Daily	A1,P1	S&P
Oakland County Investment Pool	8,437,284	7,893,356	6,899,444	2.183%	1.233%	1.152%	Daily	Not rated	N/A
MBIA Class	255,975	256,235	256,525	1.190%	1.240%	1.340%	Daily	AAAm	S&P
Total Pooled Funds:	8,947,399	8,403,936	7,410,549						
Certificates of Deposit:									
Flagstar	504,507	504,507	504,507	0.850%	0.850%	0.850%	5/31/2018	5	Bauer
Chemical Bank	206,766	206,766	206,766	0.650%	0.650%	0.650%	1/25/2018	4	Bauer
Total Certificates of Deposit:	711,274	711,274	711,274						
Uninvested:	\$ 944,862	\$ 427,693	\$ 2,073,867	Bank Analysis Credit Earned			N/A		
TOTAL:	\$ 10,603,535	\$ 9,542,902	\$ 10,195,689						

** Investment Balances do not include the investments of the 47th District Court, the Farmington Brownfield Redevelopment Authority, the Corridor Improvement Authority, the Farmington Downtown Development Authority, the Southwestern Oakland Cable Commission, the Friends of the Governor Warner Mansion, or the Public Employee Health Care Funds invested with Morgan Stanley Smith Barney.

Farmington City Council Agenda Item	Council Meeting Date: February 20, 2018	Item Number 4G	
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Quarterly Financial Report Court – 12/31/17			
<u>Proposed Motion</u> Approve Farmington Quarterly Financial Report Court – 12/31/17			
<u>Background</u> See attachment			
<u>Materials Attached</u> Farmington Quarterly Financial Report Court – 12-31-17			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

FINANCIAL REPORT
47TH DISTRICT COURT
QUARTER ENDED DECEMBER 31, 2017

Distribution:

District Judges
Court Administrator
City Manager, Farmington Hills
Finance Director, Farmington Hills
City Council, Farmington
City Manager, Farmington

Submitted by:
Christopher M. Weber, Director of Finance and Administration

User: anorgard

DB: Farmington

PERIOD ENDING 12/31/2017

GL NUMBER	DESCRIPTION	BALANCE 12/31/2016	2017-18 AMENDED BUDGET	BEG. BALANCE 07/01/2017	END BALANCE 12/31/2017	AVAILABLE BALANCE	% BGD USED
Fund 136 - 47TH DISTRICT COURT FUND							
Assets							
Dept 000.00							
136-000.00-001.000	CASH-GENERAL RECEIVING	273,456.88		257,157.33	392,307.58		
136-000.00-004.000	IMPREST CASH	1,950.00		1,950.00	1,950.00		
136-000.00-040.000	A/R MISCELLANEOUS	0.00		29,548.61	0.00		
136-000.00-078.000	DUE FROM STATE OF MICHIGAN	0.00		1,484.97	0.00		
136-000.00-102.000	PREPAID EXPENSES	0.00		7,810.00	450.00		
Total Dept 000.00		275,406.88		297,950.91	394,707.58		
TOTAL ASSETS		275,406.88		297,950.91	394,707.58		
Liabilities							
Dept 000.00							
136-000.00-202.000	ACCOUNTS PAYABLE, P O	0.00		42,219.19	0.00		
136-000.00-214.101	DUE TO GENERAL FUND	29.30		32.20	29.90		
136-000.00-231.011	PAYROLL, LIFE INSURANCE	(2.80)		0.00	0.00		
136-000.00-257.000	ACCRUED WAGES	0.00		33,773.76	0.00		
136-000.00-285.600	FLEX ACCOUNT 2016, COURT	2,530.08		0.00	0.00		
136-000.00-285.601	FLEX ACCOUNT 2017, COURT	0.00		4,986.94	10,322.38		
Total Dept 000.00		2,556.58		81,012.09	10,352.28		
TOTAL LIABILITIES		2,556.58		81,012.09	10,352.28		
Fund Equity							
Dept 000.00							
136-000.00-368.000	NONSPENDABLE, INVENTORIES, PREPAIDS	7,588.00		7,810.00	7,810.00		
136-000.00-390.000	FUND BALANCE	1,950.96		1,950.96	1,950.96		
136-000.00-393.000	ASSIGNED FUND BALANCE, CAPITAL	91,712.74		207,177.86	207,177.86		
Total Dept 000.00		101,251.70		216,938.82	216,938.82		
TOTAL FUND EQUITY		101,251.70		216,938.82	216,938.82		
Revenues							
Dept 000.00							
136-000.00-539.901	STATE GRANT, DRUNK DRIVING	0.00	17,500.00		0.00	17,500.00	0.00
136-000.00-539.902	DRUG CASE MANAGEMENT	0.00	900.00		0.00	900.00	0.00
136-000.00-539.903	JUDGES, SALARY STD	22,862.00	91,448.00		45,724.00	45,724.00	50.00
136-000.00-539.904	DRUG COURT	2,009.64	5,000.00		2,126.97	2,873.03	42.54
136-000.00-664.000	INVESTMENT INCOME	444.90	1,000.00		1,454.60	(454.60)	145.46
136-000.00-671.000	REVENUES, OTHER	892.00	29,500.00		0.00	29,500.00	0.00
136-000.00-674.400	COMMUNITY WORK PROGRAM	1,893.12	33,473.00		1,614.10	31,858.90	4.82
136-000.00-678.001	CONTRIBUTIONS, FARMINGTON	232,698.48	528,260.00		264,130.02	264,129.98	50.00
136-000.00-678.002	CONTRIBUTIONS FARMINGTON HILLS	1,253,244.00	2,523,501.00		1,261,750.50	1,261,750.50	50.00
136-000.00-679.000	HEALTH INSURANCE CONTRIBUTIONS	11,879.25	27,092.00		12,407.40	14,684.60	45.80

PERIOD ENDING 12/31/2017

GL NUMBER	DESCRIPTION	BALANCE 12/31/2016	2017-18 AMENDED BUDGET	BEG. BALANCE 07/01/2017	END BALANCE 12/31/2017	AVAILABLE BALANCE	% BGD USED
Fund 136 - 47TH DISTRICT COURT FUND							
Revenues							
Total Dept 000.00		1,525,923.39	3,257,674.00		1,589,207.59	1,668,466.41	48.78
TOTAL REVENUES		1,525,923.39	3,257,674.00		1,589,207.59	1,668,466.41	48.78
Expenditures							
Dept 000.00							
136-000.00-703.001	SALARIES, JUDGES	42,675.78	91,448.00		43,965.53	47,482.47	48.08
136-000.00-703.002	SALARIES, COURT ADMINISTRATORS	98,927.95	208,220.00		100,066.02	108,153.98	48.06
136-000.00-704.000	SALARIES, COURT REPORTERS	56,621.05	121,810.00		58,539.59	63,270.41	48.06
136-000.00-704.001	SALARIES, DEPUTY COURT CLERKS	295,092.19	633,633.00		302,961.24	330,671.76	47.81
136-000.00-704.002	SALARIES, COURT OFFICERS	45,344.24	100,998.00		47,953.29	53,044.71	47.48
136-000.00-704.003	SALARIES, PROBATION OFFICER	146,618.19	314,941.00		151,130.33	163,810.67	47.99
136-000.00-707.000	SALARIES, PART-TIME/TEMP	48,217.55	125,301.00		34,481.80	90,819.20	27.52
136-000.00-707.001	SALARIES, BLDG MAINT CWP	1,893.12	3,500.00		1,855.46	1,644.54	53.01
136-000.00-707.002	SALARIES, BLDG MAINT, PT	26,678.89	57,419.00		26,801.59	30,617.41	46.68
136-000.00-707.003	SALARIES, MAGISTRATE, PT	25,203.00	56,250.00		26,787.50	29,462.50	47.62
136-000.00-709.000	SALARIES, OVERTIME	169.71	1,500.00		778.56	721.44	51.90
136-000.00-715.000	LONGEVITY PAY	75,915.25	84,483.00		84,482.91	0.09	100.00
136-000.00-719.000	FRINGE BENEFITS	175.00	1,545.00		1,045.00	500.00	67.64
136-000.00-719.004	INSURANCE ALLOWANCE	420.00	840.00		420.00	420.00	50.00
136-000.00-719.005	VEHICLE ALLOWANCE	1,800.00	3,600.00		1,800.00	1,800.00	50.00
136-000.00-720.007	PYMT IN LIEU OF HOSP INS	11,800.00	19,200.00		9,600.00	9,600.00	50.00
136-000.00-720.100	SOC SEC, EMPLOYER'S SHARE	60,271.33	137,636.00		61,906.73	75,729.27	44.98
136-000.00-720.200	COMPREHENSIVE MEDICAL INS	135,175.29	305,857.00		146,588.58	159,268.42	47.93
136-000.00-720.300	LIFE INSURANCE	8,724.51	16,335.00		7,756.74	8,578.26	47.49
136-000.00-720.400	RETIREMENT CONTRIBUTION	0.00	262,918.00		0.00	262,918.00	0.00
136-000.00-720.450	RETIREE HEALTHCARE CONTRIBUTION	0.00	58,154.00		0.00	58,154.00	0.00
136-000.00-720.500	WORKMEN'S COMPENSATION INS	7,510.00	10,544.00		8,279.00	2,265.00	78.52
136-000.00-720.600	OPTICAL	832.96	4,000.00		1,650.00	2,350.00	41.25
136-000.00-720.700	DENTAL	20,861.04	44,225.00		22,317.92	21,907.08	50.46
136-000.00-727.000	OFFICE SUPPLIES	10,907.70	24,500.00		11,103.54	13,396.46	45.32
136-000.00-728.000	POSTAGE, METER	5,276.16	16,000.00		5,191.53	10,808.47	32.45
136-000.00-733.000	RECORDS MANAGEMENT	241.00	1,000.00		217.50	782.50	21.75
136-000.00-735.000	LAW LIBRARY	2,445.00	8,234.00		2,985.44	5,248.56	36.26
136-000.00-740.500	NON-CAPITALIZED ASSETS	0.00	2,000.00		0.00	2,000.00	0.00
136-000.00-801.000	PROFESSIONAL SERVICES	4,125.37	5,000.00		5,115.00	(115.00)	102.30
136-000.00-801.002	PRO SERVICES, LABOR RELATIONS	48.00	4,700.00		48.00	4,652.00	1.02
136-000.00-802.101	WITNESS FEES	535.00	2,500.00		474.50	2,025.50	18.98
136-000.00-802.102	JURY FEES	1,201.45	3,450.00		552.90	2,897.10	16.03
136-000.00-802.104	INTERPRETER FEES	4,025.16	8,000.00		2,525.13	5,474.87	31.56
136-000.00-802.105	SUBSTITUTE COURT REPORTER	2,210.00	4,000.00		1,690.00	2,310.00	42.25
136-000.00-802.107	ACCOUNTING FEES	16,687.50	34,043.00		17,021.50	17,021.50	50.00
136-000.00-802.109	APPOINTED COUNSEL-C, R, 2	10,650.00	35,000.00		14,150.00	20,850.00	40.43
136-000.00-802.110	APPOINTED COUNSEL-C. R. 1	12,950.00	35,000.00		17,150.00	17,850.00	49.00
136-000.00-806.101	AUDIT & ACCOUNTING FEES	14,125.00	14,550.00		14,550.00	0.00	100.00
136-000.00-818.000	CONTRACTUAL SERVICES	49,640.03	118,888.00		48,834.82	70,053.18	41.08
136-000.00-853.000	TELECOMMUNICATIONS	5,174.85	15,000.00		5,943.52	9,056.48	39.62
136-000.00-860.000	TRANSPORTATION	2,897.95	9,600.00		2,932.22	6,667.78	30.54
136-000.00-861.000	MILEAGE	39.42	2,000.00		0.00	2,000.00	0.00
136-000.00-920.000	PUBLIC UTILITIES	34,751.65	95,000.00		30,670.42	64,329.58	32.28
136-000.00-934.000	MAINTENANCE, OFFICE EQUIPMENT	852.00	7,272.00		0.00	7,272.00	0.00
136-000.00-935.000	MAINT, BUILDINGS & GROUNDS	34,755.12	57,884.00		31,192.18	26,691.82	53.89
136-000.00-936.000	CLEANING & UNIFORMS	1,659.89	3,000.00		1,410.00	1,590.00	47.00
136-000.00-943.000	EQUIPMENT RENTAL	11,886.14	24,006.00		14,460.32	9,545.68	60.24

User: anorgard

DB: Farmington

PERIOD ENDING 12/31/2017

GL NUMBER	DESCRIPTION	BALANCE 12/31/2016	2017-18 AMENDED BUDGET	BEG. BALANCE 07/01/2017	END BALANCE 12/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DISTRICT COURT FUND							
Expenditures							
136-000.00-955.000	MEMBERSHIPS	2,050.00	6,313.00		2,146.00	4,167.00	33.99
136-000.00-956.000	MISCELLANEOUS EXPENSE	1,509.33	5,000.00		1,278.93	3,721.07	25.58
136-000.00-959.500	BANKING CHARGES	0.00	1,500.00		0.00	1,500.00	0.00
136-000.00-963.000	INSURANCE & BONDS	8,088.25	31,377.00		15,520.50	15,856.50	49.46
136-000.00-977.000	CAPITAL OUTLAY, EQUIPMENT	2,129.97	36,500.00		29,532.14	6,967.86	80.91
Total Dept 000.00		1,351,788.99	3,275,674.00		1,417,863.88	1,857,810.12	43.28
Dept 000.01 - DRUG COURT							
136-000.01-801.702	MI DRUG COURT	2,535.80	5,000.00		3,927.23	1,072.77	78.54
Total Dept 000.01 - DRUG COURT		2,535.80	5,000.00		3,927.23	1,072.77	78.54
TOTAL EXPENDITURES		1,354,324.79	3,280,674.00		1,421,791.11	1,858,882.89	43.34
Total Fund 136 - 47TH DISTRICT COURT FUND							
TOTAL ASSETS		275,406.88		297,950.91	394,707.58		
BEG. FUND BALANCE		101,251.70		216,938.82	216,938.82		
+ NET OF REVENUES & EXPENDITURES		171,598.60	(23,000.00)	216,938.82	167,416.48	(190,416.48)	727.90
= ENDING FUND BALANCE		272,850.30		216,938.82	384,355.30		
+ LIABILITIES		2,556.58		81,012.09	10,352.28		
= TOTAL LIABILITIES AND FUND BALANCE		275,406.88		297,950.91	394,707.58		



Special Meeting
6:00 p.m., Thursday, January 11, 2018
City Council Chambers
23600 Liberty Street
Farmington, MI 48335

DRAFT

SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on January 11, 2018, 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 6:03 p.m. by Mayor Steve Schneemann.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Present	
Joe LaRussa	Councilmember	Absent	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

City Clerk Halberstadt
City Manager Murphy
City Treasurer Weber

2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Councilmember Galvin
SECONDER:	Mayor Pro Tem Bowman

3. PUBLIC COMMENT

No Public Comment was heard.

4. CLOSED SESSION – CONTRACT NEGOTIATIONS

Move to enter closed session to discuss contract negotiations.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mayor Pro Tem Bowman
SECONDER:	Councilmember Galvin
ROLL CALL:	Galvin, Schneemann, Taylor, Bowman

Council entered closed session at 6:04 p.m.

Move to exit closed session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Councilmember Taylor
SECONDER:	Mayor Pro Tem Bowman

Council exited closed session at 6:25 p.m.

5. DISCUSS BUDGET/5-YEAR FORECAST

Treasurer Weber provided a five-year forecast for the General Fund and discussed the assumptions on which the figures were based.

Discussion followed regarding development and turnover in surrounding cities and the importance of fostering growth opportunities in Farmington.

Council requested that City Administration calculate how much TIF revenue would need to increase in order to eliminate the City's subsidies to the DDA. Weber pointed out that once they start to generate more revenue they will need to invest some of those funds in order to increase their revenue. Further discussion ensued about other areas that could benefit from the DDA becoming more autonomous.

Galvin noted all of the cost cutting measures including pay cuts made over the last ten years has not impacted the downward trend of the budget.

Discussion followed regarding options for generating more income.

Galvin spoke about the need for civic engagement to address the deficit problem.

6. OTHER BUSINESS

Murphy advised the City's agreement with the DDA expires in June. He asked whether Council would like to extend the current agreement another year or develop a new one to start to wean them off the City's budget?

Discussion followed regarding the history of the current agreement and the benefits of the DDA becoming autonomous.

Schneemann re-emphasized the need to know the subsidized numbers.

Galvin confirmed the DDA Board would like to move back to being autonomous.

7. COUNCIL COMMENT

Galvin stated the purpose of the forecast document is not to scare the public, but to point out concerns and map out a plan going forward.

Schneemann agreed with Galvin and added that it is important the public not be ignorant to the fact that the budget is facing challenges.

Galvin would like to use the forecast as a catalyst for a civic engagement project to discuss the future sustainability of the City.

8. ADJOURNMENT

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Councilmember Galvin
SECONDER:	Mayor Pro Tem Bowman

The meeting adjourned at 7:15 PM.

Steve Schneemann, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:



Special/Study Session Meeting
6:00 p.m., Tuesday, January 16, 2018
Conference Room
23600 Liberty Street
Farmington, MI 48335

DRAFT

STUDY SESSION MINUTES

A special meeting of the Farmington City Council was held on January 16, 2018, 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 p.m. by Mayor Steve Schneemann.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Present	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

City Clerk Halberstadt
Assistant to City Manager Knight
City Manager Murphy
City Attorney Schultz
Treasurer Weber

2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Mayor Pro Tem
SECONDER:	Galvin, Councilmember

3. PUBLIC COMMENT

No Public Comment was heard.

4. Closed Session – Property Acquisition

Move to enter closed session to discuss property acquisition.

RESULT: APPROVED [UNANIMOUS]
MOVER: Galvin, Councilmember
SECONDER: LaRussa, Councilmember
ROLL CALL: Galvin, LaRussa, Schneemann, Taylor, Bowman

Council entered closed session at 6:01 p.m.

Move to exit closed session.

RESULT: APPROVED [UNANIMOUS]
MOVER: Taylor, Councilmember
SECONDER: Bowman, Mayor Pro Tem

Council exited closed session at 6:52 p.m.

5. OTHER BUSINESS

Murphy proposed the Downtown Development Authority manage the properties on Grand River and Thomas Street recently acquired by the City. He proposed a 2-year contract wherein the DDA would keep the rent, but would pay for improvements and maintenance.

Galvin noted at some point the DDA will need to start reimbursing the City for their expenses that have been covered by the City over the past several years.

6. COUNCIL COMMENT

No Council comment was heard.

7. ADJOURNMENT

Move to adjourn the meeting.

RESULT: APPROVED [UNANIMOUS]
MOVER: Bowman, Mayor Pro Tem
SECONDER: Galvin, Councilmember

The meeting adjourned at 6:55 p.m.

Steve Schneemann, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:



DRAFT

REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on January 16, 2018, 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 Steve Schneemann.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Present	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

Director Christiansen
Superintendent Eudy
City Clerk Halberstadt
DDA Director Knight
City Manager Murphy
City Attorney Schultz
City Treasurer Weber

Mayor Schneemann requested a moment of silence in memory of George Riley.

2. PLEDGE OF ALLEGIANCE

Jessica Howard of OHM led the Pledge of Allegiance.

3. PUBLIC COMMENT

No public comment was heard.

4. APPROVAL OF ITEMS ON CONSENT AGENDA

- A. Consideration to approve amendment to resolution assigning members to serve on various boards and committees
- B. Accept minutes from City's boards and commissions: Planning Commission, Downtown Development Authority and Grand River Corridor Improvement Authority
- C. Farmington Monthly Payments Report

- D. Farmington Public Safety Monthly Report**
- E. Quarterly Building Department Report**
- F. City Council meeting minutes**
 Special – December 18, 2017
 Regular – December 18, 2017

Move to approve items on the Consent Agenda as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Galvin, Councilmember
SECONDER:	Bowman, Mayor Pro Tem

5. APPROVAL OF REGULAR AGENDA

Move to approve the regular agenda as amended, moving Item D, Consideration to approve redevelopment liquor license for Sidecar Farmington, LLC, in front of Item C, Acceptance of updated Downtown Master Plan 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Mayor Pro Tem
SECONDER:	Galvin Councilmember

6. NEW BUSINESS

A. Consideration to approve the 2018 DDA Event Calendar

Director Knight was present to answer questions regarding the 2018 DDA Event Calendar.

Responding to LaRussa, Knight advised the Small Business Saturday and Ladies Night Out were not included in the resolution since they have no special conditions attached to them such as street closures.

Move to adopt a resolution approving the 2018 DDA Community Events Calendar, temporary liquor license applications, street closures and designated sidewalk shopping dates as presented. [SEE ATTACHED RESOLUTION].

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman Councilmember
SECONDER:	LaRussa, Councilmember

B. Consideration to approve the 2018 Farmington Farmers Market dates and hours of operation

Galvin commended Gajewski, Market Manager, for shortening the market from 29 to 25 weeks. He discussed the concerns expressed by some businesses that they are in direct

competition with the market. He stated they can now point out that a month was removed from the schedule without reducing the value of the market to the community.

Galvin congratulated Gajewski and the market volunteers for being the number one Farmers Market in Southeast Michigan last year. He stated there is an opportunity to adjust the fee schedule that the Market charges to the vendors. He noted local businesses, unlike vendors, pay property taxes and the Principal Shopping District assessment.

Bowman noted the market is celebrating its 25th year serving the Farmington community.

Move to approve the 2018 dates for the Farmington Farmers & Artisans Market to be held in Riley Park and the Sundquist Pavilion beginning Saturday, May 19 and ending Saturday, November 3 from 9 a.m. until 2 p.m. weekly; with the understanding that it may relocate to the Huron River Club, Saturday July 19th to accommodate the Greater Farmington Area Founders Festival.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	LaRussa, Councilmember
SECONDER:	Galvin, Councilmember

C. Consideration to approve redevelopment liquor license for Sidecar Farmington, LLC.

Present: Scot Pelc, owner of Sidecar Slider Bar Restaurant

Knight advised Scot Pelc of Sidecar Slider Bar Restaurant is seeking a Redevelopment Liquor License, available under Public Act 501 of 2006. She indicated the restaurant will be located in the downtown at 32720 Grand River Avenue in the Village Commons.

Mayor Schneemann invited Mr. Pelc to the podium to discuss his request and answer questions from Council.

Pelc spoke about his restaurant concept and their upcoming location in Farmington. He noted his restaurant will include sale of craft beer and wine.

Responding to Galvin, Pelc stated he expects to take possession of the keys to the business on February 1st and is looking to open sometime in April. He stated the restaurant will seat 100 people with 40-50 more for outdoor seating.

Bowman welcomed Mr. Pelc and his restaurant to the City.

Responding to Bowman, Christiansen stated Mr. Pelc would need to apply for a new sign and re-apply for outdoor seating.

Responding to Bowman, Knight confirmed this is a new request for a liquor license.

Move to authorize submittal of documentation for a Redevelopment Liquor License for Sidecar Farmington, LLC, d/b/a Sidecar Slider Bar, 32720 Grand River Avenue.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Mayor Pro Tem
SECONDER:	LaRussa, Councilmember

Consideration to adopt a resolution recommending approval of Redevelopment Liquor License for Sidecar Farmington, LLC, d/b/a Sidecar Slider Bar, 32720 Grand River Avenue. [SEE ATTACHED RESOLUTION]

RESULT:	APPROVED [UNANIMOUS]
MOVER:	LaRussa, Councilmember
SECONDER:	Taylor, Councilmember
ROLL CALL:	Galvin, LaRussa, Schneemann, Taylor, Bowman

D. Acceptance of updated Downtown Master Plan 2016

Knight advised the DDA has made modifications to the Downtown Master Plan as a result of the updated parking study provided by Walker Parking Consultants. The DDA Board is looking for Council's review and acceptance of the modified plan.

Taylor offered some recommended changes to the Plan that included: removal of a proposed parking structure in order to be consistent with the goals of Council; remove development in the T.J. Maxx parking lot; and does not support commercial development of City Hall property. She does not object to renovating City Hall and does not believe there is widespread support for its relocation.

Taylor stated she would be hesitant to support the plan until modifications can be made.

Christiansen advised the modified Plan was presented to Council for informational purposes only. The only action requested from Council is to accept the plan. He stated it has already gone through the various stages and approvals that are necessary. He advised this is a tool and guide which can be modified. He stated all of the sub-plans of the city, i.e. Downtown Plan, Recreation Plan, etc. will be incorporated into the City Master Plan and that plan will go through the statutory process for approval.

Galvin noted the importance of including the Walker Parking Study into the Downtown Master Plan.

LaRussa advised this is just one of many planning tools the City will use. He stated there is significant value in the document, but it will be modified. He stated it is time to update the City tools and prepare for the final planning process. He thanked the City and Schneemann in leading this effort.

Bowman discussed the purpose of the Walker Study and how it provides the city with facts and information. The document is a combination of citizen input and hard data. She emphasized this document is simply a tool and a direction for the downtown.

Schneemann thanked staff for the presentation and volunteers who helped put the plan together.

Move to accept the 2016 Downtown Master Plan with modifications as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	LaRussa, Councilmember
SECONDER:	Bowman, Mayor Pro Tem

7. DEPARTMENT COMMENT

Christiansen stated the Economic and Development Department has been very active this year. A number of new developments are moving forward including the courthouse property, revised plans from MTC, and the 2-story medical office building at Halsted and Grand River. His office has received inquiries regarding shopping center sites throughout the city. An RFP will go out for updating the city master plan soon. He stated that a high number of permits are being issued, as well.

Bowman asked how many residential code violations for snow removal have been issued. Christiansen did not have the exact number, but stated it is an ongoing area of focus.

Discussion followed regarding code enforcement.

Galvin is concerned about the status of the MTC. He stated no one knows what is happening with the site. He spoke about community anxiety regarding this project. We need more communication from the developer and increased communication to the public regarding this project.

Christiansen stated the goal is to get the right project which means waiting for the right plans. He noted there have been a number of changes to the plans that have taken place. He stated when his department has something to share they will. He anticipates hearing from the developer soon and going back to the Planning Commission to continue the process.

Galvin requested that Christiansen's department keep in communication with developer, let him know there is an Economic and Community Development meeting on January 29th which would be an ideal time to inform the public.

Eudy thanked Council and staff for their patience while his department is understaffed and dealing with an unusually cold and snowy winter. He cautioned homeowners to not turn down their thermostats to the point where their pipes may freeze. He cited the significant number of hours worked by his staff over the last few months. They have been operating at 70% capacity.

Council thanked Eudy and his staff for their significant efforts in providing service under extenuating circumstances.

Weber stated the budget process is underway in the Treasurer’s office.

Murphy spoke about the success of the recent Martin Luther King remembrance event at the Farmington Library.

8. CITY COUNCIL COMMENTS

LaRussa thanked City Administration for being committed to the residents of Farmington. He would like to continue with a sense of urgency to get projects completed.

Taylor stated she is looking forward to discussing the Downtown Master Plan further in the future.

Galvin acknowledged Doug Reynolds, a member of the Emergency Preparedness Committee, regarding a non-profit Bystanders Response highlighted in USA Today.

Schneemann spoke about the 5-year forecast prepared by the Treasurer’s office. He discussed challenges that the city faces. He stated dialogue needs to take place with citizens to determine how to meet these challenges. He noted this will be an ongoing discussion. He stated we are working very hard to ensure the city remains sustainable.

9. ADJOURNMENT

Move to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Mayor Pro Tem
SECONDER:	Taylor, Councilmember

The meeting adjourned at 8:12 p.m.

Steve Schneemann, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:



Special/Study Session Meeting
Economic & Community Development
7:00 p.m., Monday, January 29, 2018
Conference Room
23600 Liberty Street
Farmington, MI 48335

DRAFT

SPECIAL MEETING

A special meeting of the Farmington City Council was held on January 29, 2018, 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 7:01 p.m. by Mayor Steve Schneemann.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Present	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

- Director Christiansen
- City Clerk Halberstadt
- Assistant to City Manager Knight
- City Manager Murphy
- City Attorney Schultz

2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Galvin, Councilmember
SECONDER:	LaRussa, Councilmember

3. PUBLIC COMMENT

Present: Pam Green and Summer Badrak, Miss Farmington

Pam Green spoke about joining the Miss Farmington program. She discussed the upcoming chili cook-off that will be held on March 4th at Cowley's. The event supports the Miss Farmington program.

Summer Badrak challenged the Council to participate in the cook-off.

4. OVERVIEW OF CURRENT PLANS

Christiansen spoke about the Master Plans that are currently in place and the legislation that enables municipalities to develop these plans.

Discussion followed regarding the process for developing the Master Plan. The Planning Commission typically has the final approval of the Master Plan, however, Council participates in the overall process. Recent legislation allows the City Council the choice to be the approving body. It was noted most municipalities still provide for the Planning Commission as the approving body.

Christiansen stated the current plan was developed in 2009 and needs to be updated. He stated the process could take 3-4 months.

Christiansen went on to discuss the Vision Plan, a compilation of the effort of 300 stakeholders. He cited some of the successes that have been realized as a result of the plan.

Christiansen continued to review the Downtown Master Plan, Downtown Area Plan, Walker Parking Study, Housing Study, Retail and Market Analysis specific to the Downtown, Grand River Corridor Improvement Authority Vision Plan, Activating the Rouge River Study, Orchard Lake Road and Ten Mile intersection Redesign Analysis, 2016 Recreation Master Plan, and Capital Improvement Plan.

Christiansen stated all of the plans are mostly up-to-date, except the Master Plan.

5. UPDATE ON CURRENT PROJECTS

Christiansen cited a number of current projects underway starting from west to east.

Discussion followed regarding occupancy of the building at Grand River and Halsted.

Christiansen discussed the current condition of the Drakeshire Plaza, noting the approach taken by the owners of the Plaza to fill the Center.

Christiansen discussed the Worldwide Center and a proposed site plan for updating the façade.

Christiansen discussed the status of the Maxfield Training Center. He stated AC Acquisitions has been working to determine public benefit. Walter Cohen, AC Acquisitions, is working on an alternate plan that should be submitted to the City shortly. He stated the process for approval will likely start from the beginning.

Responding to Schneemann, Christiansen stated Cohen currently has a Purchase Agreement with the Schools that has gone through a number of extensions.

Schneemann stated it is important for the City to keep pressure on the Schools to move this project forward.

Christiansen continued to discuss other projects throughout the City.

Responding to LaRussa, Christiansen stated the City is moving quickly on the timelines established by the City Plans.

6. ECONOMIC DEVELOPMENT UPDATE ON RECRUITING

Christiansen stated he continues to receive multiple phone calls every day from business owners interested in Farmington. He spoke about the different avenues taken to recruit businesses to the City.

7. ECONOMIC DEVELOPMENT UPDATE ON RETAINING BUSINESSES

Christiansen stated the City will do everything to accommodate the needs of businesses to ensure they will stay here.

Discussion followed regarding the significant involvement of the community in developing the City Plans.

Responding to Taylor, Christiansen stated that when the City puts out the Request for Proposal (RFP) for updating the Master Plan there is a public process that goes along with it. He discussed engagement of the stakeholders in the community. Schultz advised the chosen consultant will determine the amount of public engagement.

8. DOWNTOWN DEVELOPMENT DIRECTOR UPDATE ON RECRUITING NEW BUSINESSES

Knight discussed the tools available for recruiting businesses in the downtown. She noted Farmington is currently undervalued. She discussed the lack of control in the types of businesses that come into the downtown. She spoke about conversations with potential business owners interested in locating in the downtown. Knight believes that existing merchants can offer new business opportunities, as well. She addressed pop-ups and new businesses establishing partnerships to bring their services or goods to the Downtown.

Knight stated she receives calls every day from businesses who have interest in the downtown. She spoke about a potential business that may fill a space in the same center as Starbucks. She discussed the handholding that takes place to help businesses see the potential in the downtown.

9. DOWNTOWN DEVELOPMENT DIRECTOR UPDATE ON RETAINING BUSINESSES

Knight spoke about partnering with the cities of Northville and Plymouth in April to conduct a professional development workshop for existing and potential Downtown merchants.

Knight noted that maintaining relationships with current businesses is important. Providing maximum exposure to the Downtown through the DDA website, social media, and other outlets is key.

Knight discussed their quick reaction in capitalizing on any media news relating to the City.

Knight stated they are partnering with the City of Novi to bring some of the David Barr art collection to the downtown. She stated the Public Art Committee has evaluated spaces where the art could be located.

Knight advised Pet Valu will be opening in the downtown. She spoke about the redevelopment of Grand Bakery and the demolition of Ginger's for parking. She stated the site will house a Hibachi Steakhouse.

Discussion ensued regarding liquor licensing.

10. OTHER BUSINESS

No other business was heard.

Move to amend the agenda to add additional Public Comment.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taylor, Councilmember
SECONDER:	LaRussa, Councilmember

11. PUBLIC COMMENT

Marcia Bawol, 33620 State Street, wanted to know how the Request for Proposal (RFP) for the Master Plan would be made available. Schultz advised the RFP would be directed to consulting firms specializing in this area.

Greg Collins, 33632 State Street, asked about revenue projections on the MTC site.

Christiansen responded the Schools developed the RFP and revenue projections were part of the process.

Discussion followed regarding projection for tax revenue from the MTC property.

11. COUNCIL COMMENT

LaRussa thanked Knight and Christiansen for their presentations. He discussed ongoing audit of the website to ensure we have up-to-date documents.

Taylor also thanked Knight and Christiansen for their presentations. She stated this type of informative meeting would be conducive for broadcasting to the public.

Bowman spoke about the planning process, the amount of stakeholders involved, and the need to take the necessary time to ensure a perfect fit for any given property. She also thanked Christiansen and Knight for their presentations.

Schneemann stated it is very exciting to see the great things happening in our community. He stated the fact that we are undervalued will not last and those synergies build upon them. He noted that the large infrastructure projects that were previously undertaken laid the groundwork for positioning Farmington for the future.

Schneemann spoke about a civic engagement as it relates to a conversation about the city budget. We need a community-wide discussion about where we are headed. The City needs to start scheduling meetings towards this end.

12. ADJOURNMENT**Move to adjourn the meeting.**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Galvin, Councilmember
SECONDER:	Taylor, Councilmember

The meeting adjourned at 8:55 p.m.

Steve Schneemann, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:



Special/Study Session Meeting
6:00 p.m., Monday, February 5, 2018
Conference Room
23600 Liberty Street
Farmington, MI 48335

DRAFT

STUDY SESSION AGENDA

A special meeting of the Farmington City Council was held on February 5, 2018, 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 6:03 p.m. by Mayor Steve Schneemann.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Absent	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

City Clerk Halberstadt
City Manager Murphy
City Attorney Saarela

2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	LaRussa, Councilmember
SECONDER:	Bowman, Mayor Pro Tem

3. PUBLIC COMMENT

No public comment was heard.

4. Interview Tyler Leitow for vacant seat on Farmington Historical Commission

Council interviewed Tyler Leitow for a vacancy on the Farmington Historical Commission.

Move to appoint Tyler Leitow to the Farmington Historical Commission for term ending March 31, 2020.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Mayor Pro Tem
SECONDER:	Taylor, Councilmember

5. Interview Tom Pascaris and Rachel Gallagher for reappointments to the Farmington Downtown Development Authority Board of Directors

Council interviewed Tom Pascaris and Rachel Gallagher for reappointments to the Farmington Downtown Development Authority Board of Directors.

Move to reappoint Rachel Gallagher to the Farmington Downtown Development Authority Board of Directors for a four-year term ending February 28, 2022.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	LaRussa, Councilmember
SECONDER:	Bowman, Mayor Pro Tem

Move to reappoint Tom Pascaris to the Farmington Downtown Development Authority Board of Directors for a four-year term ending February 28, 2022.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Mayor Pro Tem
SECONDER:	LaRussa, Councilmember

6. OTHER BUSINESS

No other business was heard.

7. COUNCIL COMMENT

LaRussa observed that at a recent Council meeting both Director Christiansen and Assistant to the City Manager Knight spoke about the ongoing activity of business retention and recruitment. They indicated calls are received every day from businesses interested in locating in the downtown. He noted, however, that the re-appointees to the Downtown Development Authority Board indicated there is a need for enablers who will attract and retain businesses in the downtown. He stated if there is a disconnect an effort should be made to resolve it.

8. Adjournment

Move to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taylor, Councilmember
SECONDER:	LaRussa, Councilmember

The meeting adjourned at 6:48 pm.

Steve Schneemann, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:



Regular City Council Meeting
7:00 p.m., Monday, February 5, 2018
Conference Room
23600 Liberty Street
Farmington, MI 48335

DRAFT

REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on February 5, 2018, 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 7:01 PM by Mayor Steve Schneemann.

1. Roll Call

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Absent	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

Director Christiansen
City Clerk Halberstadt
City Manager Murphy
City Attorney Saarela

2. Approval of Agenda

Move to approve the regular agenda as amended, moving agenda items 6 & 7.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Mayor Pro Tem
SECONDER:	LaRussa, Councilmember

3. Public Comment

No public comment was heard.

4. Amendment of Resolution 11-17-037 Regarding Farmington City Council Meeting Dates and Times

Move to amend Resolution No. 11-17-037 regarding Farmington City Council meeting dates to replace Tuesday, February 19, 2018 with the correct date of Tuesday, February 20, 2018.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Mayor Pro Tem
SECONDER:	LaRussa, Councilmember

5. Consideration to Adopt Resolution Recommending Approval of Redevelopment Liquor License for Loft Cigars, LLC

Present: Donovan Singleton, owner Loft Cigars, LLC

Knight advised City of Farmington has received a request for a Redevelopment Liquor License from Loft Cigars, LLC. Loft Cigars will be located at 33423 Grand River Avenue, within the boundary of the Farmington Downtown Development Authority.

Mr. Singleton provided a background on the Loft Cigars and his plans for the business.

Responding to Bowman, Donovan discussed the ventilation that will be installed to ensure cigar smoke does not encroach on adjacent businesses. The starting business hours will be 11:00AM – 11:00PM.

Responding to Taylor, Donovan stated the smoking will be confined to indoors only.

Responding to Taylor, Saarela discussed why Loft Cigars is statutorily eligible for a Redevelopment Liquor License.

Responding to LaRussa, Saarela confirmed there is no City ordinance that prevents public smoking, however, Loft Cigars would be subject to the same State law as any other business regarding smoking in a public place.

Move to recuse Schneemann from Council action related to Loft Cigars due to his business interest in same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taylor, Councilmember
SECONDER:	LaRussa, Councilmember
RECUSED:	Schneemann, Mayor
ROLL CALL:	LaRussa, Taylor, Bowman

Move to adopt a resolution authorizing a new Class C and SDM Redevelopment Liquor License with Sunday Sales Permit, Dan Permit and Entertainment Permit for Loft Cigars, LLC, 33419 Grand River Avenue, subject to all required approvals from the State of Michigan regarding issuance of the Cigar Bar exemption and any other State Laws regarding ban on smoking in a public place. [SEE ATTACHED RESOLUTION].

RESULT:	APPROVED [UNANIMOUS]
MOVER:	LaRussa, Councilmember
SECONDER:	Taylor, Councilmember
ROLL CALL:	LaRussa, Taylor, Bowman

6. Consideration to Authorize Submittal of Documentation for Redevelopment Liquor License for Loft Cigars, LLC

Move to authorize City Staff to submit documentation for a Redevelopment Liquor License Cigars, LLC. (DBA Loft Cigars), 33419 Grand River Avenue.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	LaRussa, Councilmember
SECONDER:	Taylor, Councilmember

7. Farmington Farmers & Artisans Market – Market Manager Walt Gajewski

Walt Gajewski provided a recap of 2017 Market Activities and plans and goals for 2018.

Responding to LaRussa, Gajewski stated they keep the market open during Founders Festival for the farmers. He noted the Chamber is considering including the market in the festival this year.

Responding to LaRussa, Gajewski stated the market will follow the tide and trend of the City in moving to the next level.

Responding to Taylor, Gajewski stated he has written the weekly column for the market since 2011.

Discussion followed regarding market inclusion in the Farmington Voice.

Bowman stated she enjoys the International Days, the Health and Wellness events and the walking tours sponsored by the Market.

Schneemann noted the fantastic job Gajewski has done with the market, noting he has taken it to a new level.

8. Other Business

No other business.

9. Council Comment

Bowman stated how much she enjoys the State of the Cities event sponsored by the Chamber, noting it is open to the public.

Taylor asked about the availability of the Council goals that were set in January. Schneemann responded they are on his desk for review along with a draft of Council Rules and Procedures. He will provide them to Council by the end of the week.

10. Adjournment

Move to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taylor, Councilmember
SECONDER:	Bowman, Mayor Pro Tem

The meeting adjourned at 8:10 p.m.

Steve Schneemann, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:

Farmington City Council Staff Report	Council Meeting Date: Feb. 20, 2018	Item Number 4I
Submitted by: Melissa Andrade		
<u>Agenda Topic:</u> Special event request for Telangana Development Forum to use Shiawassee Park		
<u>Proposed Motion:</u> Move to approve special event application for Telangana Development Forum (TDF) to use Shiawassee Park on June 16, 2018 from 8 a.m. – 6 p.m. for its annual community picnic.		
<u>Background:</u> <p>For the past few years, TDF has used Shiawassee Park for its annual picnic. The city has not had any issues with this group using the park in the past. TDF is estimating about 150-250 people in attendance.</p>		
<u>Materials:</u> Event application		



CITY USE ONLY	
Approval Needed:	
<input type="checkbox"/>	City Manager
<input type="checkbox"/>	City Council
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Denied

City of Farmington Special Event Application

This application is for all events in Riley Park and any other city event that will bring in more than 100 people. Complete this application in accordance with the city of Farmington's Special Events Policy and return it to the City Manager's Office at least 60 days prior to the starting date of the event.

Sponsoring Organization's Name Telangana Development forum (TDF)
 Organization Phone: 309-472-4510 (LOCAL REP.) [DETROIT CHAPTER]
 Organization Address 9 LEVAN CT, BRIDGEWATER, NJ-08807
 Organization's Agent: RAJ GADDAM Phone: 734-674-4708
 Agent's Title: COMMITTEE MEMBER E-mail: GADDAMRAJ@HOTMAIL.COM
 Agent's Address: 29301 MORNINGVIEW, FARMINGTON HILLS, MI-48334
 Event Name: ANNUAL COMMUNITY PICNIC
 Event Purpose: COMMUNITY GATHERING, AWARENESS, ACTIVITIES
 Event Dates: JUNE, 16 2018
 Event Times: 8AM - 6PM
 Event Location: SHIAWASSEE PARK, FARMINGTON
 Number of People Expected: 150-250

1. Type of Event: Based on policy section 2, this event is:

- | | | |
|--|---|---|
| <input type="checkbox"/> City Operated Event | <input type="checkbox"/> Co-sponsored Event | <input type="checkbox"/> Private Event
<i>Prohibited in Riley Park</i> |
| <input checked="" type="checkbox"/> Non-Profit Event | <input type="checkbox"/> For-Profit Event | |

2. An Event Map [is] [is not] attached. If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lost that you are requesting to be blocked off.

Riley Park Permit Fee:
 \$100 residents/\$200 non-residents

3. Vendors: Food Concessions (YES) (~~NO~~) Other vendors (YES) (~~NO~~)
Food Truck (YES) (~~NO~~)

If food truck, please complete the food truck registration, which you can obtain from the City Manager's office.

If yes, refer to Policy Section IV.2.M for license and insurance requirements.

If yes, please list all of the vendors by vendor name:

4. For events in Riley Park: Invitation to Civic Organizations and Merchants in the Event Vicinity. Non-profit organizations and local merchants in the vicinity of Riley Park – the Central Business District -- should be given the opportunity to participate in the special event to the greatest extent practical; e.g., a local Deli might come out and sell bratwurst. You must demonstrate that reasonable efforts have been made with regard to such inclusion and participation. The City Manager's office shall be responsible for determining whether this requirement has been met.

N/A

- () I have invited local businesses to participate.

Those invited include:

5. Exempt Parking: Are you requesting exempt Parking? (See Policy Section 5)
(YES) (~~NO~~)

If yes, list the lots or locations where exempt parking is requested:

6. Other Requests: (FYI)

WILL COOK FOOD, PLAY MUSIC, AND SOME SPORTS ACTIVITIES

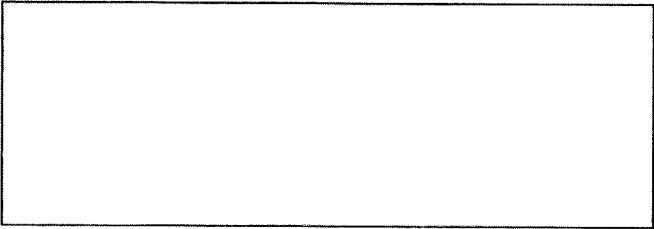
Event Signs: Will this event include the use of signs (YES) ~~(NO)~~
If yes, refer to Policy Section 8 for requirements and describe the size and location of your proposed signs: Please complete sign illustrations below.

Signs or banners approved by the city of Farmington for special events shall be designed and made in an artistic and workman-like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Total square footage of the banner cannot exceed 32 square feet.

Banner Length

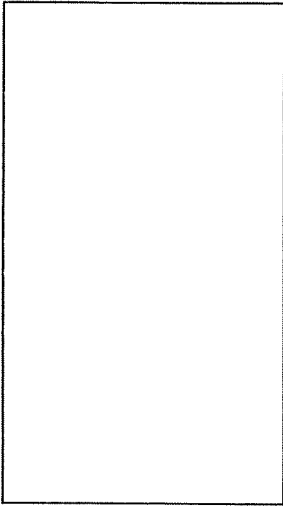
Width



Write copy of banner in the box.

Total Square Footage of the sign cannot exceed eight square feet

Width



Height

Write copy of sign in the box.

7. CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
- a. For public events, a certificate of insurance must be provided which names the city of Farmington as an additional named insured party on the policy. (see Event Policy Sec. IV.2.K for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms. (refer to Policy Section IV.2.M)
 - c. If the event includes solicitation by workers standing in street intersections, the required safety precautions will be maintained at all times in accordance with the Department of Public Safety. (see Policy Section IV.2.L)
 - d. All food vendors must be approved by the Oakland County Health Department, and each food and/or other vendor must provide the city with a certificate of insurance which names the city of Farmington as an additional named insured party on the policy. (see Policy Section IV.2.N)
 - e. The approval of this special event may include additional requirements and/or limitations based on the city's review of this application, in accordance with the city's special event policy. The event will be operated in conformance with the written confirmation of approval. (see Policy Section IV.2.R)
 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the city and will promptly pay any billing for city services which may be rendered, pursuant to Policy Sections IV.2 e and f.

As the duly authorized agent of the sponsoring organization, thereby apply for approval of this special event, affirm the above understandings, and agree that my sponsoring organization will comply with the city's Special Event Policy, the terms of the Written Confirmation of Approval and all other city requirements, ordinances and other laws which apply to this special event.

2/1/2018
Date

Raj Gaddam
Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least sixty (60) days prior to the first day of the event to:

City Manager's Office
23600 Liberty Street
Farmington, MI 48336

Phone: 248-474-5500, ext. 2221



23600 Liberty Street
Farmington, Michigan 48335
248-474-5500
www.farmgov.com

CITY USE ONLY

Approval Needed:

- Clerk's Office
- City Manager
- City Council

Special Event Application Submitted :

- Approved
- Denied

SHIAWASSEE PARK RESERVATION PERMIT

Pavilion X Playscape Gazebo _____

Date Reserved 06/16/2018 Time 8am - 6pm

Group TDF Detroit Group Size 150-250
(Groups 100 or over require Special Event Permit)

Event Non-Profit Org Community Picnic - Cook, Eat, Health Camp and Kids Activities

Non-Profit Organization Yes X No _____ Tax Exempt # 22-3674333

Group Representative Raj Gaddam

Phone No. 734-674-4708 Email gaddamraj@hotmail.com

Address 29301 Morningview, Farmington Hills, MI - 48334

Resident: _____ hrs x \$20 = _____ or All Day = \$100

Non-Resident: _____ hrs x \$50 = _____ or All Day = \$250

Reservation Confirmed By _____ Date _____

- Acceptance of this permit acknowledges receipt of Park Rules and Regulations.
- Use of the park, other than for activities that have been specifically provided for by the City, must be approved by the Director of Public Services.

Raj Gaddam
Signature of Applicant

Permit Fee is Non-refundable.

Events may be rescheduled within the same calendar year based on availability of day and time.

Exception: Special Events denied approval will have Permit Fees refunded in full.

Farmington City Council Agenda Item	Council Meeting Date: Feb. 20, 2018	Item Number 7A
Submitted by: Melissa Andrade		
<u>Agenda Topic</u> 2018 Founders Festival as presented by Chamber of Commerce Executive Director Mary Martin.		
<u>Proposed Motion</u> Move to adopt resolution approving the 2018 Founders Festival which includes approving event locations, authorizing road closures, a permit for fireworks and applications for temporary liquor licenses.		
<u>Background</u> The Greater Farmington Area Chamber of Commerce will present their plans for the 2018 Founders Festival. The 2017 Festival will take place from July 19 until July 22. Attached is a resolution approving dates for the Festival, event locations, authorizing closing of roads, and authorizing applications for a temporary liquor license.		
<u>Materials Attached</u> Resolution Special Events Application Presentation		

RESOLUTION XX-XXX

A RESOLUTION OF THE FARMINGTON CITY COUNCIL APPROVING THE GREATER FARMINGTON AREA CHAMBE OF COMMERCE'S FOUNDERS FESTIVAL FOR 2018 WHICH INCLUDES DATES, TIMES, LOCATIONS, AUTHORIZATION TO APPLY FOR A TEMPORARY LIQUOR LICENSE

WHEREAS, the Greater Farmington Area Chamber of Commerce (GFACC) has prepared for the 2018 Founders Festival; and

WHEREAS, the GFACC presented the Festival plan to the Farmington City Council; and

WHEREAS, the proposed event will require authorization from the City Council to close roads and parking lots for certain events and to authorize GFACC to apply for a temporary liquor license.

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council hereby approves the GFACC's request to hold the 2018 Founders Festival with the following conditions:

1. **Days:** Thursday, July 19 – Sunday July 22
2. **Hours of Operation:**
 - a. Shiawassee Park and Downtown Farmington
Friday 10am – 10pm
Saturday 10am – 10pm
Sunday 12pm – 5pm
 - b. Beer Tent/Main Stage Area
Thursday 5pm – 11pm
Friday 12pm – 11pm
Saturday 12pm – 11pm
Sunday 12pm – 5pm
3. **Locations: Beginning July 18 through July 22**
 - a. Closure of Farmington Road from Grand River south to north of Castle Dental driveway for vendors.
 - b. Downtown Center Parking Lot for Main Stage and vendors;
 - c. State Street between Farmington Road and entrance to the Library;

- d. Downtown sidewalks for local merchant sales; and
- e. Shiawassee Park, Memorial Park, Farmington City Hall

4. Temporary Liquor Licenses: Authorize the Greater Farmington Area Chamber of Commerce to apply for a temporary liquor licenses July 19 through July 22 for the Main Tent in the Downtown Farmington Center lot including Farmington Road, and Shiawassee Park.

5. Other Authorizations:

- a. Authorize the Department of Public Safety to apply for the permit necessary to close Grand River Avenue from 8am through 1pm on Saturday, July 21 for conducting Founders Festival Parade activities and the 5K Color Run.
- b. Hold the State of Michigan Department of Transportation harmless for liability, which may result in the closing of Grand River and authorize City departments to provide the services required for the Founders Festival.
- c. Hold the Road Commission for Oakland County harmless for liability, which may result in the closing of Farmington Road and activities within the road.
- d. Allow Department of Public Works to coordinate with the City of Farmington Hills regarding banner placement over Grand River (21 day placement).
- e. Approve usage of fire hydrants or water sources in Shiawassee Park for usage pertaining to Ultimate Air Dogs.

RESULT: APPROVED [UNANIMOUS]

MOVER:

SECONDER:

AYES:

ABSENT:

I, Susan K. Halberstadt, duly authorized City Clerk for the City of Farmington do hereby certify that the foregoing is a true and correct copy of a motion adopted by the Farmington City Council at a regular meeting held on Tuesday, February 20, 2018, in the City of Farmington, Oakland County, Michigan.

Susan K. Halberstadt, City Clerk

RESOLUTION XX-XXX

A RESOLUTION OF THE FARMINGTON CITY COUNCIL APPROVING THE GREATER FARMINGTON AREA CHAMBE OF COMMERCE'S FOUNDERS FESTIVAL FOR 2018 WHICH INCLUDES DATES, TIMES, LOCATIONS, AUTHORIZATION TO APPLY FOR A TEMPORARY LIQUOR LICENSE

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 - b. Downtown Center Parking Lot for Main Stage and vendors;
 - c. State Street between Farmington Road and entrance to the Library;

- d. Downtown sidewalks for local merchant sales; and
- e. Shiawassee Park, Memorial Park, Farmington City Hall.

4. **Temporary Liquor Licenses:** Authorize the Greater Farmington Area Chamber of Commerce to apply for a temporary liquor licenses July 19 through July 22 for the Main Tent in the Downtown Farmington Center lot including Farmington Road, and Shiawassee Park.

5. Other Authorizations:

- a. Authorize the Department of Public Safety to apply for the permit necessary to close Grand River Avenue from 8am through 1pm on Saturday, July 21 for conducting Founders Festival Parade activities and the 5K Color Run.
- b. Hold the State of Michigan Department of Transportation harmless for liability, which may result in the closing of Grand River and authorize City departments to provide the services required for the Founders Festival.
- c. Hold the Road Commission for Oakland County harmless for liability, which may result in the closing of Farmington Road and activities within the road.
- d. Allow Department of Public Works to coordinate with the City of Farmington Hills regarding banner placement over Grand River (21 day placement).
- e. Approve usage of fire hydrants or water sources in Shiawassee Park for usage pertaining to Ultimate Air Dogs.

RESULT: APPROVED [UNANIMOUS]

MOVER:

SECONDER:

AYES:

ABSENT:

I, Susan K. Halberstadt, duly authorized City Clerk for the City of Farmington do hereby certify that the foregoing is a true and correct copy of a motion adopted by the Farmington City Council at a regular meeting held on Tuesday, February 20, 2018, in the City of Farmington, Oakland County, Michigan.

Susan K. Halberstadt, City Clerk

Approval Needed:

- City Manager
 City Council

- Approved
 Denied



City of Farmington Special Event Application

This application is for all events in Riley Park and any other city event that will bring in more than 100 people. Complete this application in accordance with the city of Farmington's Special Events Policy and return it to the City Manager's Office at least 60 days prior to the starting date of the event.

Sponsoring Organization's Name GREATER FARMINGTON AREA CHAMBER OF COMMERCE

Organization Phone: 248-919-6917

Organization Address 33425 Grand River Ave Suite 101 Farmington Mi 48335

Organization's Agent: Mary Martin Phone: 248-919-6917

Agent's Title: Executive Director E-mail: mary@gfachamber.com

Agent's Address: 33425 Grand River Ave. Suite 101 Farmington Mi 48335

Event Name: Founders Festival

Event Purpose: Promote the community

Event Dates: July 19-22

Event Times: July 19, 5-11pm; July 20-21, 10am-11pm; July 22, 12-5pm

Event Location: Downtown Farmington, Shiawassee Park

Number of People Expected: 150K

1. **Type of Event:** Based on policy section 2, this event is:

City Operated Event

Co-sponsored Event

Private Event
Prohibited in Riley Park

Non-Profit Event

For-Profit Event

2. **An Event Map [is] [is not] attached.** If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

Riley Park Permit Fee:
\$100 residents/\$200 non-residents

3. **Vendors:**
- | | | | | | |
|------------------|-------------------------------------|--------------------------|---------------|-------------------------------------|--------------------------|
| Food Concessions | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Other vendors | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | (YES) | (NO) | | (YES) | (NO) |
| Food Truck | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |
| | (YES) | (NO) | | | |

If food truck, please complete the food truck registration, which you can obtain from the City Manager's office.

If yes, refer to Policy Section IV.2.M for license and insurance requirements.

If yes, please list all of the vendors by vendor name:

- To date - Detroit BBQ
- Different Twist Pretzel
- Mathewson's (two trailers)
- Kona Ice, Wacky Waffle, Stix and Stones Pizza

4. **For events in Riley Park: Invitation to Civic Organizations and Merchants in the Event Vicinity.** Non-profit organizations and local merchants in the vicinity of Riley Park – the Central Business District -- should be given the opportunity to participate in the special event to the greatest extent practical; e.g., a local Deli might come out and sell bratwurst. You must demonstrate that reasonable efforts have been made with regard to such inclusion and participation. The City Manager's office shall be responsible for determining whether this requirement has been met.

() I have invited local businesses to participate.
 Those invited include: Riley Park will not be used during the Festival
However, businesses can participate with sidewalk sales per the
City of Farmington and the DDA for events in the downtown.

5. **Exempt Parking:** Are you requesting exempt Parking? (See Policy Section 5)
 (YES) (NO)

If yes, list the lots or locations where exempt parking is requested:

6. **Other Requests:**
See attached

Event Signs: Will this event include the use of signs (YES) (NO)

If yes, refer to Policy Section 8 for requirements and describe the size and location of your proposed signs: Please complete sign illustrations below.

Signs or banners approved by the city of Farmington for special events shall be designed and made in an artistic and workman-like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Total square footage of the banner cannot exceed 32 square feet.

Banner Length

Width

Approx 3 ft x 40 ft

Write copy of banner in the box.

Total Square Footage of the sign cannot exceed eight square feet

Width

Height

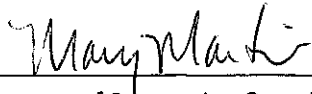
Write copy of sign in the box.

7. CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
- a. For public events, a certificate of insurance must be provided which names the city of Farmington as an additional named insured party on the policy. (see Event Policy Sec. IV.2.K for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms. (refer to Policy Section IV.2.M)
 - c. If the event includes solicitation by workers standing in street intersections, the required safety precautions will be maintained at all times in accordance with the Department of Public Safety. (see Policy Section IV.2.L)
 - d. All food vendors must be approved by the Oakland County Health Department, and each food and/or other vendor must provide the city with a certificate of insurance which names the city of Farmington as an additional named insured party on the policy. (see Policy Section IV.2.N)
 - e. The approval of this special event may include additional requirements and/or limitations based on the city's review of this application, in accordance with the city's special event policy. The event will be operated in conformance with the written confirmation of approval. (see Policy Section IV.2.R)
 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the city and will promptly pay any billing for city services which may be rendered, pursuant to Policy Sections IV.2 e and f.

As the duly authorized agent of the sponsoring organization, thereby apply for approval of this special event, affirm the above understandings, and agree that my sponsoring organization will comply with the city's Special Event Policy, the terms of the Written Confirmation of Approval and all other city requirements, ordinances and other laws which apply to this special event.

Feb 20, 2018

Date



Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least sixty (60) days prior to the first day of the event to:

City Manager's Office
23600 Liberty Street
Farmington, MI 48336

Phone: 248-474-5500, ext. 2221



Downtown Farmington



Shiawassee Park

Farmington City Council Staff Report	Council Meeting Date: Feb. 20, 2018	Item Number 7B
Submitted by: Kate Knight, DDA Director		
<u>Agenda Topic</u> Approval of Intergovernmental Agreement for Management of Properties between City of Farmington and DDA		
<u>Proposed Motion:</u> Move to Approve Intergovernmental Agreement for Management of Properties between City of Farmington and DDA		
<u>Background:</u> Please see the attached agreement between the City of Farmington and the DDA, for property management services for 33107 Thomas Street and 33104 Grand River. In order to defray the cost of holding these properties pending a determination of future development, the agreement states that the DDSA will hold management responsibilities for the properties. In compensation, the DDA will receive the rents received from any leasing of the buildings, less expenses and an annual fee to the City, (not to exceed rents actually received). The DDA Board has approved the agreement, pending approval by City Council.		
<u>Materials:</u> Intergovernmental Agreement for Management of Properties between City of Farmington and DDA		

INTERGOVERNMENTAL AGREEMENT
FOR MANAGEMENT OF PROPERTIES

BETWEEN

CITY OF FARMINGTON
AND
FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY

This Agreement (“Agreement”) is entered into as of the date of the last signature below and is between the City of Farmington (“City”), whose address is 23600 Liberty Street, Farmington, MI 48335, and the Farmington Downtown Development Authority (“DDA”) whose address is 23600 Liberty, Farmington, MI, 48335, for the purpose of providing property management services to the City.

RECITALS

WHEREAS, the City of Farmington has purchased properties located at 33107 Thomas Street and 33104 Grand River Avenue, within the DDA downtown area (the “Properties”); and

WHEREAS, both Properties are improved with buildings, one of which is divided into two levels, with the lower level currently being partially leased and occupied for business purposes and the upper level most recently rented out for single-family residential use, and the other of which was most recently rented out for single-family residential use; and

WHEREAS, the City purchased the Properties in an area where a pass-through from Grand River Avenue to Thomas Street is contemplated sometime in the future; however, the City currently has no plans to demolish the structures or to construct such a pass-through; and

WHEREAS, in order to defray the cost of holding such properties pending a determination of future use or development, the City is interested in leasing or continuing to lease both Properties; and

WHEREAS, the DDA is uniquely suited to provide, or oversee, property management services with regard to the two Properties, and is willing to do so upon certain terms and conditions.

NOW, THEREFORE THE FOLLOWING TERMS ARE HEREBY AGREED UPON BY THE FARMINGTON CITY COUNCIL AND THE FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY BOARD OF DIRECTORS.

1. **Scope of Work**

The DDA shall generally be responsible for managing the Properties, and as compensation for such service shall be entitled to keep the rents received from any leasing of the buildings, subject to the limitations and obligations set forth herein.

More specifically, the DDA shall be responsible for:

- Evaluating, recommending, and overseeing all maintenance and repairs of the properties, including, but not limited to, the condition of the structures, utility, yard, driveway, sidewalk, and other related improvements.
- Making all reasonable efforts to obtain and keep desirable tenants for the property, including preparing adequate advertising and rental listings, and preparing and reviewing leases.
- Collecting rents and other income from tenants and others, and keeping appropriate accounting records relating to same.
- Preparing, evaluating, and recommending to the City contracts for utility services and property management services, if required.
- Paying all rental related expenditures including property management fees, property taxes, insurance, maintenance, and utilities.
- Making all capital expenditures and costs in connection with the properties to make them habitable, and keep them in reasonable condition for leasing. This includes paying for any and all required repairs.

The City shall remain the fee title owner of the Properties, and be responsible for reviewing and approving all agreements related to the properties.

2. **Term of the Agreement** – The agreement shall be for a two-year period beginning January 31, 2018 and terminating January 31, 2020.
3. **Renewal** – The parties may renew the agreement in one-year intervals after the initial two-year period.
4. **Termination** - Either party may terminate the agreement with or without cause by providing the other party with notice its intent at least four months (120 days) prior to the termination date, or by providing four months' (120 days') notice during the course of the agreement.
5. **Compensation** – The DDA shall, in exchange for the services and responsibilities set forth herein, be entitled to keep and retain all rents received from the leasing of the buildings on the Properties, subject only to the requirement to pay the City an annual fee of \$4,500, payable from such rents, annually on January 31; provided, however, that the amount of the fee shall not exceed the annual rents actually received.

6. **Assignments** - The DDA's obligations under this Agreement may not be assigned except with the written approval of the City.
7. **Notices** - Notices under this Agreement shall be to the Farmington City Clerk and the Farmington DDA President.
8. **Amendments** - Amendments of this Agreement shall be in writing, approved by concurrent resolutions of the Farmington City Council and DDA Board of Directors, and be signed by authorized representatives of the Parties.
9. **Severability** - If a court of competent jurisdiction finds a term, or condition, of this Agreement to be illegal or invalid, then the term, or condition, shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.
10. **Applicable Law** - This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The language of all parts of this Agreement is intended to and, in all cases, shall be construed as a whole, according to its fair meaning, and not construed strictly for or against any Party. As used in this Agreement, the singular or plural number, possessive or non-possessive, shall be deemed to include the other whenever the context so suggests or requires.
11. **No Waiver** - Absent an express written waiver, the failure of any party to pursue any right granted under this Agreement shall not be deemed a waiver of that right regarding any existing or subsequent breach or default under this Agreement. No failure or delay on the part of any Party in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.
12. **Compliance with Laws** - Each Party shall comply with all federal, state, and local statutes, ordinances, regulations, administrative rules, and requirements applicable to its activities performed under this Agreement.
13. **Entire Agreement** - This Agreement contains the entire agreement of the parties with respect to the subject matter of this Agreement, and supersedes all prior negotiations, agreements and understandings with respect thereto.
14. **Filing** - As provided in MCL 124.510, this Agreement and any amendments of it shall be filed with the Oakland County Clerk and Michigan Secretary of State before taking effect.

IN WITNESS WHEREOF, and pursuant to the concurrent resolutions adopted by City of Farmington Hills City Council and the City of Farmington City Council, approving and

authorizing the signing of this Agreement, the undersigned officials have signed this Agreement on the dates indicated next to their signatures.

[Signatures on next page]

CITY OF FARMINGTON

Dated: _____

By: _____
Mayor, Steven Schneemann

Dated: _____

By: _____
Clerk, Susan K. Halberstadt

FARMINGTON DDA

Dated: _____

By: _____
President,

Dated: _____

By: _____
Secretary,

**Farmington City Council
Staff Report**

**Council Meeting
Date:
February 20, 2018**

**Item
Number
7C**

Submitted by:

Charles Eudy, Superintendent

Agenda Topic:

SLC Meter Service to provide residential water meter installations

Proposed Motion:

Move to approve SLC Meter located at 595 Bradford Street, Pontiac MI to install the proposed 325 water meters at a cost of \$64.00 per meter, and not to exceed \$20,800.

Background:

Fiscal Year 2017-18 budget allocated funds to replace up to 325 residential water meters. Due to the number of staff whom have been off due to work related injuries, the Water & Sewer Department will not be able to complete the scheduled installations before June 30, 2018.

The US-16 Sewer Improvement Project and the Bel Aire Segment 26 Sewer Repair were completed \$21,000 under budget. Those funds along with allocated funds for wages and equipment fees which are dedicated for the water meter replacement could be redistributed to allow SLC Meter Service to install the remaining meters this Fiscal Year.

It is fiscally vital to conduct meter replacements to accurately record water sales. The new meters will also reduce the wages and equipment fees in future water meter reading cycles.

SLC Meter Service has conducted residential meter replacements at all homes north of Grand River in 2013 and 2014. Approximately 1300 meters have replaced in the two projects.

Materials:

SLC Meter replacement proposal
HydroCorp Meter replacement proposal
Vanguard Meter replacement proposal

SLC Meter llc
 595 Bradford St.
 Pontiac, MI 48341

Ph. 248-625-0667
 Fx. 248-625-8650
 www.slcmeter.com

QUOTATION

Date	Quote #
12/21/2017	30786

Name / Address
FARMINGTON CITY 33720 W.NINE MILE RD. FARMINGTON, MI 48334

Ship To
CITY OF FARMINGTON DPW 33720 W NINE MILE RD. FARMINGTON, MI 48354 ATTN: JOSH

Expires on	Terms	Rep	Entered by
2/20/2018	Net 30	JFT	jt

Item	Description	Qty	Unit Price	Total
1/REPLACE	FIELD SERVICE: WATER METER REPLACEMENT AT VARIOUS LOCATIONS WITHIN THE CITY WATER DISTRICT	200	64.00	12,800.00

Please note the purchase and payment terms of SLC Meter llc. Written acceptance of this quotation is needed to order materials. All special order items have a 30% restocking fee. Brass products not marked "N-L" "BIA" "E-B" or "NSF-61" may contain lead and are not for use in potable or drinking water systems. Please go to www.slcmeter.com for further details.

Total \$12,800.00

Thank You!



January 15, 2018

Chuck Eudy
Public Works Superintendent
City of Farmington
23600 Liberty Street
Farmington, MI 48335

Dear Chuck:

Based upon the information you provided, HydroCorp™ has prepared a proposal and assembled a program to meet your specific Water Meter Replacement Program needs.

HYDROCORP METER REPLACEMENT SERVICES

Once approved by the City of Farmington, you can expect the completion of the following services:

HydroCorp Services/Deliverables:

1. Establish an online appointment setting tool to allow homeowners to schedule appointments for the meter change out.
2. Produce and deliver postal notices informing the water customers of the project and how to schedule appointments.
3. Provide a toll free number for homeowners to call should they need assistance scheduling the appointment or have additional questions regarding the meter change out.
4. Provide experienced, qualified staff to conduct all work included in this project.
5. Replace approximately 275 existing water meters with new Badger 25 and Badger 40 E-Series water meters.
6. Install approximately 275 Badger ME Encoders. Encoders will be installed at the nearest floor joist. Installation of encoders will include the installation of all wiring.
7. Register/record final read of old meter and initial read of new meter.
8. Photograph existing meter prior to removal and new meter after installation.
9. Return all old/replaced meters to the City of Farmington Department of Public Works.

City of Farmington Responsibilities:

1. Ensure all new water meters are on hand prior to project start date.
2. Supply all necessary material for the installation of the new meters, including, but not limited to; all meters, encoders, wiring and gaskets required for installation.
3. Provide hand held meter reading units to allow installers to ensure meters and encoders are working properly.
4. Assist with water shut-offs at curb stops as needed. HydroCorp installers will not operate shut-off valves that appear to be suspect, damaged or not maintained in working condition.

HydroCorp will provide the above mentioned services for the sum of: **\$65.00 per completed installation. This project can be initiated upon receipt of a purchase order (P.O.). P.O's can be sent to: HydroCorp, 5700 Crooks Road, Troy, MI 48098.**

If you have any questions or if I can be of further assistance please feel free to contact me at 248.250.5022 or via e-mail at ppatterson@hydrocorpinc.com. We look forward to working with the City of Farmington on this project.



Vanguard Utility Service, Inc.

Farmington, MI Proposal

January 9, 2018

Item #	Description	Units	Installation Cost	Total Price
1	3/4"x5/8" meter change out	300	\$82.50	\$24,750.00
	Total			\$24,750.00

- Price assumes labor only
- Price assumes no bonds required
- Price assumes no prevailing wage required
- Price assumes all meters will be like for like exchange
- Price assumes meters located indoors
- Price assumes warehousing provided by others
- Price assumes standard meter change out
- Price assumes transmitter to be mounted indoors
- Price assumes meters are located in contiguous routes

◆ Corporate ◆

• 1421 West 9th Street • Owensboro Kentucky 42301
(270) 926-4646 • Fax (270) 926-6393 • (866) 691-4646

www.vusinc.com

**Farmington City Council
Staff Report**

**Council Meeting
Date: February 20, 2018**

**Item
Number
7D**

Submitted by: City Manager

Agenda Topic: Agreement with the City of Novi

Proposed Motion: Approve the agreement for three pieces of art from the David Barr collection, being loaned to the City of Farmington from the City of Novi as presented.

Background: The City of Farmington reached out to the City of Novi to inquire about Novi loaning some artwork to Farmington. The artwork requested is managed by The Friends of Villa Bar. The City of Novi brought the request to The Friends of Villa Barr and they agreed to loan three pieces, as long as Novi City Council approved the agreement, which they did on January 22, 2018.

The Farmington DDA formed a Public Arts Committee that will oversee the placement of the pieces of artwork, as well as all stipulations of the agreement.

Materials: Proposed agreement for loan and temporary display of artwork between the City of Novi and the City of Farmington.



JOHNSON ROSATI SCHULTZ JOPPICH PC

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

Thomas R. Schultz
tschultz@jrsjlaw.com

www.jrsjlaw.com

January 18, 2017

David Murphy, City Manager
City of Farmington Hills
23600 Liberty Street
Farmington, MI, 48335

Jeffrey A. Muck, Director
Parks, Recreation, Forestry and Cultural Services
City of Novi
45175 Ten Mile Road
Novi, MI 48375-3024

RE: Agreement for Loan and Temporary Display of Artwork between the City of Novi, Michigan, and the City of Farmington, Michigan

Dear Mr. Murphy and Mr. Muck:

Attached is the final version of the proposed Agreement relating to the loan of artwork from Novi to Farmington. I prepared the Agreement at your joint request. It relates to the loan of three specific art pieces – Avenue, Temple, and Ship.

The Agreement is for one year, with a one-year extension possible. Farmington would be responsible for removal of the three pieces from their current location at Villa Barr and the transportation and installation at the proposed locations in Farmington (which the City of Farmington has yet to determine), as well as return and reinstallation at Villa Bar at the end of the Agreement.

The Agreement places risk of loss on Farmington, and Farmington has some restoration obligations prior to return.

As you both know, I represent both the City of Novi and the City of Farmington. The Agreement from my perspective is intended to be neutral, and is based on various form agreements that we found from other communities. There is no monetary consideration or compensation in the Agreement. I would ask that your receipt of this letter constitute notice of any potential conflict relating to the dual representation, and any approval of the Agreement include a waiver of any conflict.

David Murphy, City Manager
Jeffrey A. Muck, Director
Parks, Recreation, Forestry and Cultural Services
January 18, 2018
Page 2

If you have any questions regarding the above, please do not hesitate to call.

Sincerely yours,

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

Thomas R. Schultz

TRS/sls
Attachment

AGREEMENT FOR LOAN AND TEMPORARY DISPLAY OF ARTWORK
BETWEEN THE CITY OF NOVI, MI
AND THE
CITY OF FARMINGTON, MI

THIS AGREEMENT FOR LOAN AND TEMPORARY DISPLAY OF ARTWORK ("AGREEMENT") is made and entered into this ____ day of _____, 2018, by and between the CITY OF FARMINGTON (the "FARMINGTON"), whose address is 23600 Liberty Street, Farmington, MI 48335, and the CITY OF NOVI, (the "NOVI"), whose address is 45175 Ten Mile Road, Novi, MI 48375.

WITNESSETH:

WHEREAS, NOVI is the sole owner of the ARTWORK, which consists of three sculptures described more fully in **Exhibit A** attached hereto and made a part hereof (the "ARTWORK"); and

WHEREAS, FARMINGTON wishes to display the ARTWORK temporarily at locations to be determined by FARMINGTON within the City of Farmington (the "SITE"); and

WHEREAS, NOVI wishes to temporarily loan the ARTWORK to FARMINGTON for display at the SITE.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, parties agree as follows:

1. RECITALS

- 1.1 The foregoing recitals are incorporated into and made a part of this AGREEMENT and the parties acknowledge and agree that such recitals are true and correct.

2. SCOPE AND TERM

- 2.1 This AGREEMENT shall commence upon the date first above written and shall terminate one year after the ARTWORK has been placed at the SITE.
- 2.2 NOVI hereby agrees to loan the ARTWORK to FARMINGTON for temporary display at the SITE for a period of twelve (12) months from the date of installation ("Display Period"), pursuant to the following schedule unless altered by written AGREEMENT of the parties:
- 2.2.1 The ARTWORK shall be made available to FARMINGTON at the location of the ARTWORK at Villa Barr by April 1, 2018.
- 2.2.2 Removal from the current location at Villa Barr and installment at the SITE shall begin no later than April 15, 2018.
- 2.2.3 The ARTWORK shall be removed by FARMINGTON from the SITE and returned to Villa Barr (or such other location to be determined by NOVI) by

May 1, 2019; provided, however, that this Agreement and term shall be automatically extended an additional twelve (12) months, to May 1, 2020, unless one of the parties gives notice of objection to such extension by March 1, 2019.

3. FARMINGTON'S RESPONSIBILITIES

- 3.1 FARMINGTON, using FARMINGTON'S own or hired personnel and equipment is fully responsible for the costs and handling involved in the removal of the ARTWORK from Villa Barr and its transportation to the SITE, and for its removal from the SITE and return to Villa Barr.
- 3.2 FARMINGTON hereby agrees to the installation and removal dates set forth above and that installation will occur during regular business hours unless specifically agreed to in writing by NOVI. In addition, FARMINGTON shall be responsible for the oversight of the installation and removal of the ARTWORK, which shall be done in a good, workmanlike, and professional manner.
- 3.3 FARMINGTON shall provide to NOVI Certificates of Insurance evidencing the required insurance set forth in Section 7.
- 3.4 FARMINGTON will solely determine the specific location for the exhibition of the ARTWORK on the SITE. The ARTWORK (sculptures) may be displayed together or may be displayed separately, at FARMINGTON's discretion.
- 3.5 FARMINGTON will prepare the SITE for installation in accordance with the information provided by NOVI pursuant to Section 4.2 below.
- 3.6 FARMINGTON will provide and install an identification plaque next to the ARTWORK, prepared and designed by FARMINGTON, containing a credit to the Artist.
- 3.7 FARMINGTON will maintain the ARTWORK to the extent possible in accordance with the recommended cleaning, care, and maintenance instructions provided by NOVI pursuant to Section 4.2 below. In the event the ARTWORK is in need of repair or restoration, FARMINGTON shall notify NOVI in writing and NOVI shall have the right of first refusal to make or supervise such repairs or restorations. Such right must be exercised by responding to FARMINGTON within ten (10) days from the date of such notice indicating that NOVI wishes to make or supervise the repairs or restorations. In the event NOVI does not respond within the time set forth in this Section, FARMINGTON may cause such repairs or restorations to be effectuated in its sole discretion, or it may request that the ARTWORK be removed and terminate this AGREEMENT.
- 3.8 FARMINGTON will not intentionally alter, modify, or change the ARTWORK.

4. SELLER'S RESPONSIBILITIES

- 4.1 A conditional report on the ARTWORK, which shall include the condition of the ARTWORK and other details regarding installation as may be reasonably warranted.
- 4.2 A description of all parts and materials utilized in the ARTWORK and the recommended care, cleaning, and maintenance instructions.

5. DISPLAY OF ARTWORK, BARRIER AND SIGNAGE

- 5.1 DISPLAY OF ARTWORK: During the DISPLAY PERIOD, FARMINGTON shall make the ARTWORK available for viewing at the SITE by the public. FARMINGTON shall not charge any admission fee or similar fee as a condition of viewing the ARTWORK.
- 5.2 BARRIER AND SIGNAGE: FARMINGTON may install a physical barrier as FARMINGTON, in its sole discretion, deems appropriate in an attempt to prevent unauthorized persons from touching or damaging the ARTWORK; provided, however, that FARMINGTON does not represent, warrant, or guarantee that unauthorized touching or damage of the ARTWORK will not occur. Additionally, FARMINGTON may post signage as FARMINGTON, in its sole discretion, determines to be appropriate, including signage indicating that touching or damaging the ARTWORK is prohibited.

6. RISK OF LOSS

- 6.1 FARMINGTON shall bear all risk of loss or damage to the ARTWORK including, but not limited to, theft, vandalism, or any other act by a third party, and damage caused by acts of god, war, or natural conditions/disasters including, but not limited to, floods, hurricanes, tornadoes, lightning, and any loss occurring during the storage, display transportation, delivery, installation, and removal of the ARTWORK, regardless of where such loss occurs, including all responsibility and risk for any deterioration or weathering caused to the ARTWORK.

7. INSURANCE

- 7.1 REQUIRED INSURANCE: FARMINGTON shall maintain the following insurance policies for the entire term of this AGREEMENT at its sole cost and expense:
 - 7.1.1 Worker's Compensation and Employer's Liability Insurance: Statutory Worker's Compensation Insurance and Employer's Liability Insurance with limits of no less than \$300,000 per occurrence.
 - 7.1.2 General Liability Insurance: General Liability Insurance, with limits of not less than \$500,000 for per occurrence, Combined Single Limit for Bodily Injury and Property Damage, including Contractual Liability, Personal Injury, Products and Completed Operations. FARMINGTON shall obtain and provide NOVI proof of such insurance prior to transportation of the ARTWORK to the SITE.

8. INDEMNIFICATION AND NOTICE

- 8.1 FARMINGTON hereby agrees to assume liability for and indemnify, hold harmless, and defend NOVI, its elected officials, officers, employees, agents, and attorneys of, from, and against all liability and expense, including reasonable attorneys' fees, in connection with any and all claims, demands, damages, actions, causes of action, and suits in equity of whatever kind or nature, including claims for personal injury, property damage, infringement of any kind, equitable relief, or loss of use, arising out of the execution, performance, nonperformance, or enforcement of this AGREEMENT, excluding only the sole negligence of NOVI, its commissioners, mayor, officers, employees, agents, and attorneys.
- 8.2 Each party shall immediately notify the other of any written claim regarding any matter resulting from or relating to the party's obligations under this AGREEMENT. Each party shall cooperate with the other in the defense or investigation of any such claim arising out of or relating to the performance of this AGREEMENT.
- 8.3 Nothing contained herein shall be construed as a waiver of any immunity from or limitation of liability to which FARMINGTON or NOVI may be entitled pursuant to the doctrine of governmental immunity.

9. WARRANTES OF TITLE, QUALITY, AND CONDITION

- 9.1 NOVI represents and warrants that:
 - 9.1.1 The ARTWORK is solely owned by NOVI and is free and clear of any liens from any source whatsoever;
 - 9.1.2 The ARTWORK will not require care or maintenance in excess of those described in the maintenance recommendations submitted to FARMINGTON.
 - 9.1.3 The routine cleaning, care, and maintenance instructions provided to FARMINGTON will maintain the ARTWORK within an acceptable standard for public display and that foreseeable exposure to the elements and general wear and tear will cause the ARTWORK to experience only minor repairable damages and will not cause the ARTWORK to fall below an acceptable standard for public display and the ARTWORK will not experience irreparable conditions including mold, rust, fracturing, staining, chipping, tearing, abrading, and peeling.

10. TITLE AND COPYRIGHT

- 10.1 TITLE AND COPYRIGHT: FARMINGTON recognizes and agrees that the title to the ARTWORK shall remain with NOVI, its successors or assigns. At no time shall title pass to FARMINGTON as a result of this AGREEMENT. The ARTWORK shall remain the sole property of NOVI, its successors or assigns, including, but not limited to, copyrights under the Copyright Act of 1976, 17 USC § 101, *et*

seq.; as amended, or any and all rights provided for by the Visual Artists' Rights Act of 1990 (Section 106A of the United States Copyright Act) as amended.

10.2 REPRODUCTION RIGHTS:

10.2.1 NOVI grants to FARMINGTON and its assigns an irrevocable license to make two-dimensional reproductions of the ARTWORK for non-commercial purposes, including, but not limited to, reproduction used in brochures, media publicity, and exhibition catalogues or other similar publications.

10.2.2 All reproductions by FARMINGTON shall contain a credit to the ARTIST (David Barr).

10.2.3 FARMINGTON is not responsible for any third-party infringement of NOVI'S copyright or ownership and is not responsible for protecting the intellectual property rights of NOVI.

11. **DEFAULT AND TERMINATION**

11.1 TERMINATION:

11.1.1 *Without cause.* Either party may terminate this AGREEMENT without cause upon thirty (30) days' written notice to the other party. FARMINGTON shall remove the ARTWORK immediately upon receipt of such notice from NOVI and deliver the ARTWORK to Villa Barr or such other location as is specified by NOVI.

11.1.2 *For cause.* If either party to this AGREEMENT shall willfully or negligently fail to perform its obligations under this AGREEMENT, or otherwise violate any of the covenants, terms, AGREEMENTS, or stipulations of AGREEMENT, the other party shall thereupon have the right to terminate this AGREEMENT by giving written notice to the defaulting party of its intent to terminate, specifying the grounds for termination. The defaulting party shall have thirty (30) days from the date of the notice to cure the default. If it is not cured by that time, this AGREEMENT shall terminate and the ARTWORK shall be returned by FARMINGTON to Villa Barr or such other location as is specified by NOVI.

12. **MISCELLANEOUS**

12.1 ENTIRE AGREEMENT: This AGREEMENT contains the entire AGREEMENT and understanding between the parties hereto, and there are no other AGREEMENTS and understandings, oral or written, regarding the ARTWORK that are not included herein. No alteration, change, or modification of the terms of the AGREEMENT shall be valid unless made in writing and signed by both parties hereto.

12.2 HEADINGS: The headings contained in this AGREEMENT are provided for convenience only and shall not be construed to constrict or expand the obligations and/or covenants set forth therein.

12.3 NOTICES: Any notices regarding this AGREEMENT given by either party to the other must be in writing and shall be deemed to have been given, delivered or made, as the cause may be upon mailing via U.S. mail in a properly sealed and postage prepaid envelope addressed to the following:

If to FARMINGTON:
David Murphy, City Manager
Susan Halberstadt, City Clerk
City of Farmington
23600 Liberty Street
Farmington, MI 48335

If to NOVI:
Pete Auger, City Manager
Cortney Hanson, City Clerk
City of Novi
45175 Ten Mile Road
Novi, MI 48375

12.4 AUTHORIZATION: Both parties represent and warrant that they are authorized to enter into this AGREEMENT and that the individuals executing this AGREEMENT have full power and authority to bind their respective parties to the terms hereof.

12.5 CONSTRUCTION OF AGREEMENT: This AGREEMENT is a result of mutual drafting and review and shall not be construed more strictly against either party.

12.6 SEVERABILITY: If any one or more of the provisions of this AGREEMENT, or any exhibits attached hereto, are held to be invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed separate, distinct, and independent provision and shall not affect the validity of the remaining provisions hereof.

IN WITNESS THEREOF, the parties hereto have caused this AGREEMENT to be executed on the date first above written.

CITY OF FARMINGTON

By:
Its:

CITY OF NOVI

By:
Its: