



**FINAL**

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**SPECIAL STUDY SESSION MEETING MINUTES**

A Special Study Session meeting of the Farmington City Council was held on January 21, 2014, in Conference Room A, Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

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

**1. ROLL CALL**

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

**City Administration Present**

City Clerk Halberstadt  
City Manager Pastue

**2. APPROVAL OF AGENDA**

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

**3. PUBLIC COMMENT**

No public comment was heard.

**4. BOARD AND COMMITTEE APPOINTMENTS**

**1. Discussion - Board and Committee Appointments**

Pastue reviewed the current openings on boards and commissions and possible candidates for those positions.

Pastue indicated Tom Buck and Kathy Platzke expressed interest in serving on the Downtown Development Authority Board.

Galvin confirmed he interviewed Ms. Platzke and was very impressed with her qualifications. He stated her primary objective would be business development.

Discussion followed regarding the proposed interview format that designates the fourth Monday of the month for Council to conduct interviews for boards and commissions. Council members would have the option of whether or not they want to participate in the interviews.

McShane expressed support for continuing to hold interviews prior to a regular council meeting.

Discussion followed regarding the importance of ensuring that the first and third Monday meetings are dedicated to policy, programs, services, etc.

McShane asked regarding annual presentations from Boards and Commissions.

Pastue confirmed Boards and Commissions will once again provide an annual report to Council. He stated these presentations will take place at a special meeting beginning in February.

McShane asked about scheduling the board and commission presentations on the fourth Monday as well.

Pastue responded that depending on the schedules of councilmembers that might be a viable option. This would establish the fourth Monday of the month for any board and commission agenda items.

Galvin expressed his support for scheduling board and commission presentations at the regular meeting where they would be recorded and then televised on Channel 15, providing the public the opportunity to learn more about them. He noted not all the boards and commissions would be making presentations, such as the Board of Review, Planning Commission and Board of Zoning Appeals.

Pastue pointed out certain boards and commissions such as Planning, BZA and Historical will participate in a study or joint session with Council.

Galvin suggested assigning a regular month to each board or commission for their presentation or joint meeting. He discussed the process for interviewing candidates on the fourth Monday of the month. He confirmed that at the regular meeting Council would vote on appointments of Tom Buck and Kathy Platzke to the DDA; Jeff Scott as the Mayor's delegate to the CIA; and Steve Majoros to the Planning Commission.

## **5. PRELIMINARY MULTI-YEAR BUDGET FORECAST**

### **1. Preliminary Muti-Year Budget Forecast for General Fund and Capital Improvements Fund**

Pastue reviewed a preliminary multi-year budget forecast for the General Fund and Capital Improvements Fund.

Pastue spoke about including in the Capital Improvements Program purchase of a Vactor Truck and a Street Sweeper for the Public Services Department. He also included purchase of of a used Aerial Ladder Truck for Public Safety.

Responding to a question from Galvin, Pastue confirmed the additional revenue generated from implementation of towing fees will be reserved for Public Safety use.

Discussion followed regarding risk elements associated with the proposed FY 2014-16 budget.

Galvin requested that in future financial reports a line item be included for the issuance of Other Post Employment Benefits (OPEB) bonds.

Pastue reviewed the FY 2011-12 thru FY 2017-18 Capital Improvements Program.

## 6. COUNCIL COMMENT

No Council Comment was heard.

## 7. CLOSED SESSION - LAND ACQUISITION

### 1. Motion to enter closed session to discuss land acquisition.

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

Council entered closed session at 6:51 PM.

### 2. Motion to exit closed session.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Greg Cowley, Councilmember
<b>SECONDER:</b>	Steve Schneemann, Mayor Pro Tem
<b>AYES:</b>	Cowley, Galvin, McShane, Schneemann, Scott

Council exited closed session at 6:58 PM.

## 8. ADJOURNMENT

### 1. Motion to the adjourn the meeting.

**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**       Greg Cowley, Councilmember  
**SECONDER:**   JoAnne McShane, Councilmember  
**AYES:**         Cowley, Galvin, McShane, Schneemann, Scott

The meeting adjourned at 7:00 PM.

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Mayor William Galvin

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Susan K. Halberstadt, City Clerk

Approval Date: February 17, 2014