



City Council Meeting
7:00 p.m., Monday, June 3, 2024
Conference Room
23600 Liberty Street
Farmington, MI 48335

FINAL

REGULAR MEETING MINUTES

A meeting of the Farmington City Council was held on June 3, 2024, 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 LaRussa.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Johnna Balk	Mayor Pro-Tem	Present	
Joe LaRussa	Mayor	Present	
Kevin Parkins	Councilmember	Present	
Steve Schneemann	Councilmember	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

City Manager David Murphy
City Clerk Meaghan Bachman
Director of Public Safety Bob Houhanisin
Director of Finance, Chris Weber
Deputy Treasurer, Jaime Pohlman
City Attorney, Beth Saarela

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

No members of the public spoke.

4. APPROVAL OF ITEMS ON CONSENT AGENDA

- A. Board and Commission Appointments: Grand River Corridor Improvement Authority
- B. EGLE Grant Agreement
- C. Intergovernmental Agreement with Oakland County and participating members of the Oakland County Tactical Training Consortium (OAK-TAC)
- D. Resolution authorizing the City to submit an application for the Shared Streets and Spaces Grant Program

Move to approve the consent agenda as presented.

RESULT:	APPROVED UNANIMOUS
MOVER:	Taylor, Councilmember
SECONDER:	Schneemann, Councilmember

5. APPROVAL OF THE REGULAR AGENDA

Move to approve the regular agenda with the amendment to move item 7G & 7H to 7A & 7B order on the agenda.

RESULT:	APPROVED UNANIMOUS
MOVER:	Taylor, Councilmember
SECONDER:	Balk, Mayor Pro-Tem

6. PRESENTATION/PUBLIC HEARINGS

A. Public Hearing – Fiscal Year 2024-25 Budget and Millage Rates

Move to open the Public Hearing at 7:04 PM. The public hearing was open for public comment, no members of the public spoke.

RESULT:	APPROVED UNANIMOUS
MOVER:	Balk, Mayor Pro-Tem
SECONDER:	Schneemann, Councilmember

Move to close the Public Hearing at 7:05 PM.

RESULT:	APPROVED UNANIMOUS
MOVER:	Balk, Mayor Pro-Tem
SECONDER:	Parkins, Councilmember

7. NEW BUSINESS 7A – 7M

7-A CONSIDERATION TO AMEND GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY 2023-24 BUDGET

Significant changes include reallocating funds for property acquisition (\$40,000) and corridor entry signage (\$50,000) from the 23/24 fiscal year to the 24/25 fiscal year and adding funding for the TIF Plan Update (\$15,000) to the 23/24 fiscal year.

Move to amend the Grand River Corridor Improvement Authority 2023-24 Fiscal Year Budget

RESULT:	APPROVED – UNANIMOUS
MOVER:	Balk, Mayor Pro-Tem
SECONDER:	Parkins, Councilmember
AYES:	Balk, LaRussa, Parkins, Schneemann, Taylor

7-B CONSIDERATION TO AMEND BROWNFIELD REDEVELOPMENT AUTHORITY 2023-24 BUDGET

The BRA Board approved the presented budget amendment at their May 17, 2024 meeting. Significant changes include:

- Reducing property taxes revenue related to the 9 Mile Property from \$29,500 to \$16,382 with a corresponding reduction in contractual service. This reduction is due to a capped amount of SET and School millage capture which was achieved in the current year. There will no longer be capture of SET and School millages going forward.
- Breaking out property tax capture related to the GLP/Farmington State Savings Bank between what is captured directly by the BRA, and what is initially captured by the DDA and remitted to the BRA via the interlocal agreement.

Move to amend the Brownfield Redevelopment Authority Fiscal Year 2023-24 Budget

RESULT:	APPROVED – UNANIMOUS
MOVER:	Taylor, Councilmember
SECONDER:	Balk, Mayor Pro-Tem
AYES:	LaRussa, Parkins, Taylor, Schneemann, Balk

7-C CONSIDERATION TO ADOPT FISCAL YEAR 2024-25 BUDGET AND ESTABLISH MILLAGE RATES

The City Council reviewed the proposed budget at the April 22, 2024 study session. As required by the City Charter and the Uniform Budgeting and Accounting Act, the City Council scheduled a budget and millage public hearing with the proposed overall millage rate set at 18.2146 mills. Included with this report is a summary of the overall fund budgets. The amounts in the resolution can be changed prior to the adoption of the budget. In addition, the resolution contains language to levy a total of 18.2146 mills, with 13.6000 mills for General Operating, 0.4000 for Capital Improvements, 2.0000 mills for Capital Improvements Millage Fund and 1.3975 mills for Road Improvement. On April 22, 2024 Administration presented the 2024-2025 proposed budget to City Council. Subsequent to the presentation, one change was made to the 2024-25 budget

Water and Sewer Fund –

- The water and sewer rate increase was reduced from 6.5% to 4.0%. This resulted in a decrease in Water and Sewer Sales of \$128,641. This reduction in revenue is partially offset by a reduction in Operations and Maintenance of \$42,169, resulting from a lower than anticipated increase in rates from the Evergreen Farmington Sanitary Drain System.

Move to adopt resolution regarding Fiscal Year 2024-25 Budget and Millage Rates as presented.

RESULT:	APPROVED – UNANIMOUS
MOVER:	Balk, Mayor Pro-Tem
SECONDER:	Parkins, Councilmember
AYES:	Parkins, Schneemann, Taylor, Balk, LaRussa

7-D CONSIDERATION TO ADOPT RESOLUTION TO AMEND RESIDENTIAL REFUSE/RECYCLING USER CHARGE EFFECTIVE JULY 1, 2024

Move to adopt resolution to amend Residential Refuse/Recycling User Charge effective July 1, 2024.

RESULT:	APPROVED – UNANIMOUS
MOVER:	Taylor, Councilmember
SECONDER:	Balk, Mayor Pro-Tem
AYES:	Schneemann, Taylor, Balk, LaRussa, Parkins

7-E CONSIDERATION TO ADOPT RESOLUTION TO AMEND WATER AND SEWER RATES, EFFECTIVE JULY 1, 2024.

The Great Lakes Water Authority (GLWA) increased the rates it charges the City of Farmington by 2.35% for Water and 1.8% for Sewer. The proposed amendment to the fee schedule increases the rates Farmington charges to its customers by 4% for Water and 4% for Sewer. The additional increase is proposed to provide additional funding for capital improvements to the system.

The rates will change as follows:

	Rates Effective 7/1/23	Rates Effective 7/1/24
Water Consumption Charge (per 1,000 gallons)	\$6.34	\$6.59
Water Fixed Charge (per quarter)	\$37.18	\$38.67
Sewer Consumption Charge (per 1,000 gallons)	\$7.98	\$8.30
Sewer Fixed Charge (per quarter)	\$43.86	\$45.61

For an average user using 11,000 gallons per quarter, they will see an increase of \$9.51 per quarter. City Administration is recommending that the City Council adopt the attached resolution amending Chapter 11 of the City Fee Schedule, as presented. This resolution amends the water and sewer rates, effective July 1, 2024. Customer bills would not increase until the September utility bill.

Move to adopt a resolution amending Chapter 11 of the City Fee Schedule, as presented, which amends the water and sewer rates, effective July 1, 2024.

RESULT:	APPROVED – UNANIMOUS
MOVER:	Parkins, Councilmember
SECONDER:	Taylor, Councilmember
AYES:	Taylor, Balk, LaRussa, Parkins, Schneemann

7-F CONSIDERATION TO AMEND EMPLOYEE ADMINISTRATIVE MANUAL AND NON-UNION PAY PLAN EFFECTIVE JULY 1, 2024.

City Administration is recommending that the City Council amend the employee administrative manual and non-union pay plan, effective July 1, 2024. Listed below are the specific amendments and the rationale behind the proposed change. All the proposed changes are contained in the Fiscal Year 2024-25 Budget and incorporated into the five-year budget forecast. Funds are available for the proposed changes.

- Amend Non-Union Pay Plan (this was attached as a Council packet items) The pay plan provides an across the board 3.00% increase.

Move to adopt resolution amending employee administrative manual and non-union pay plan, effective July 1, 2024

RESULT:	APPROVED – UNANIMOUS
MOVER:	Taylor, Councilmember
SECONDER:	Parkins, Councilmember
AYES:	Balk, LaRussa, Parkins, Schneemann, Taylor

7-G CONSIDERATION TO ADOPT DOWNTOWN DEVELOPMENT AUTHORITY’S FISCAL YEAR 2024-25 BUDGET AND ESTABLISH 2024 PRINCIPAL SHOPPING DISTRICT SPECIAL ASSESSMENT

Move to approve resolution to adopt the DDA Fiscal Year 2024-25 Budget and establish 2024-25 Principal Shopping District Special Assessment as presented.

RESULT:	APPROVED – UNANIMOUS
MOVER:	Taylor, Councilmember
SECONDER:	Parkins, Councilmember
AYES:	LaRussa, Parkins, Schneemann, Taylor, Balk

7-H CONSIDERATION TO ADOPT FISCAL YEAR 2024-25 47TH DISTRICT COURT, BROWNFIELD REDEVELOPMENT AUTHORITY, CORRIDOR IMPROVEMENT AUTHORITY AND JOINT AGENCY BUDGETS.

Move to adopt Fiscal Year 2024-25 Budget Resolution for the 47th District Court, Brownfield Redevelopment Authority, Corridor Improvement Authority and Joint Agency Budgets.

RESULT:	APPROVED – UNANIMOUS
MOVER:	Balk, Mayor Pro-Tem
SECONDER:	Taylor, Councilmember
AYES:	Parkins, Schneemann, Taylor, Balk, LaRussa

7-I RESOLUTION APPROVING POLICY AND RULES REGARDING ALCOHOL ON PUBLIC PROPERTY

The City Council recently approved two ordinance amendments that allow the possession and consumption of alcohol in public facilities and on publicly owned/operated properties if authorized by City Council resolution. The presented Resolution would authorize such activities as set forth in the City’s Park Reservation, Facility Use, and Special Events Policy, setting forth the rules governing such activity, and limiting it to the Governor Warner Mansion only. An amendment was made to the original motion to require a special event permit for all alcohol consumption request.

Move to Adopt Resolution Approving “Policy and Rules Regarding Alcohol on Public Property” with the amendment to require a special event permit for any alcohol consumption request.

RESULT:	APPROVED – UNANIMOUS
MOVER:	Balk, Mayor Pro-Tem
SECONDER:	Taylor, Councilmember
AYES:	Schneemann, Taylor, Balk, LaRussa, Parkins

7-J APPOINTMENT OF CITY TREASURER

In accordance with the City Manager’s reorganization plan, Treasurer Chris Weber is resigning his position of Treasurer effective at 12:00 am on July 1, 2024 and will be appointed to the position of Assistant City Manager at the same time. Upon Mr. Weber’s effective resignation, Ms. Pohlman’s appointment to Treasurer will be effective.

Move to approve the appointment of Deputy Treasurer Jaime Pohlman to the position of Treasurer effective July 1, 2024 at 12:01 am.

RESULT:	APPROVED – UNANIMOUS
MOVER:	Taylor, Councilmember
SECONDER:	Balk, Mayor Pro-Tem

7-K TEMPORARY POLLING LOCATIONS

Due to construction at the High School, the City Clerk has been asked to relocate precincts 3 and 4 to Maxfield Education Center for the August 6, 2024 Election.

Move to temporarily relocate voting precincts 3 and 4 from Farmington High School to the Maxfield Educational Center located at 32789 W. 10 Mile Road for the August 6, 2024 State Primary Election.

RESULT:	APPROVED – UNANIMOUS
MOVER:	Taylor, Councilmember
SECONDER:	Parkins, Councilmember

7-L ESTABLISHING ABSENTEE VOTER COUNTER BOARD

The City of Farmington currently has an agreement with Oakland County Clerk’s Office to process the absentee voter ballots. The County picks up the ballots, Monday before election day. With the passing of Proposition 2022-2, the City can establish a “mini absentee voter board” to process and tabulate ballots that are received after 4:00 PM on the day before an election and before 8:00 PM on election day. This will allow the Clerk’s Office to have a tabulator at City Hall that is only for processing absent voter ballots. Currently AV ballots are delivered to their corresponding precincts throughout election day for the inspectors to process and record. Inspectors are not able to close their precincts promptly at 8:00 PM due to processing AV ballots. This will greatly benefit not only the Clerk’s Office, but precinct workers as well.

Move to approve an absent voter counting board for the purpose of processing and tabulating absent voter ballots approved for tabulation and received after 4:00 PM on the day before the election and before 8:00 PM on election day.

RESULT:	APPROVED – UNANIMOUS
MOVER:	Taylor, Councilmember
SECONDER:	Parkins, Councilmember

7-M INTERLOCAL AGREEMENT FOR ADVANCED LIFE SUPPORT EMERGENCY MEDICAL SERVICES BETWEEN THE CITY OF FARMINGTON HILLS AND THE CITY OF FARMINGTON

The Agreement is effective as of March 15, 2024 (at which point the City of Farmington Hills began providing ALS services through an existing mutual arrangement). It expires on June 30, 2025, although it can be extended for an additional year by agreement of the two City Managers. (See Section 4.) The cost to the City under the Agreement is \$275,000, which is what the Farmington Hills proposal stated. (See Section 5.)

Move to Enter into the proposed Interlocal Agreement for Advanced Life Support Emergency Medical Services Between the City of Farmington Hills and the City of Farmington and authorize the Agreement to be signed by the City Manager and City Clerk, subject to any minor non substantive amendments approved by the City Manager and the City Attorney’s Office.

RESULT:	APPROVED – UNANIMOUS
MOVER:	Taylor, Councilmember
SECONDER:	Balk, Mayor Pro-Tem
AYES:	Taylor, Balk, LaRussa, Parkins, Schneemann

Mayor Pro-Tem Balk asked this comment to be placed under New Business as she would like the Council to consider a discussion at their special meeting. noted she has spoken with an archivist at OCC and has their Mission Statement, Collection Scope and Development Policy and Collection Methods. She proposed Council create the same for the Mansion in conjunction with the Historical Commission and any other necessary parties. She felt a policy that outlines what can be accepted will make it easier for administration to accept or reject. She noted it has been expressed that some people think her intention is to sell everything out of the Mansion and that is not her intention. She noted the Mansion must be fixed and everything will need to come out in order for it to happen.

8. OTHER BUSINESS

City Manager David Murphy asked for a special meeting to discuss the Winery and the Mansion. The meeting is scheduled for Monday, June 24, 2024, at 6:00 PM.

8. PUBLIC COMMENT

No members of the public spoke.

9. CITY COUNCIL COMMENT

Councilmember Parkins noted the Historical Commission is in support of cleaning up the Mansion along with cataloging and archiving items.

Councilmember Taylor noted postcards are available for pickup at the Farmers Market to write their favorite memory, event, or something people love about Farmington. A display will be created at the library of the postcards received.

Mayor Pro-Tem Balk noted Art on the Grand weekend was amazing and enjoyed her time volunteering.

Mayor LaRussa thanked Council and the Administration on the work with the budget.

10. ADJOURNMENT

Move to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Balk, Mayor Pro-Tem
SECONDER:	Parkins, Councilmember

The meeting adjourned at 8:19 p.m.

Joe LaRussa, Mayor

Meaghan K. Bachman, City Clerk

Approval Date: