



Regular City Council Meeting
7:00 p.m., Monday, June 19, 2017
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. **Event Application - Run for the Hills**
 - B. **Event Application: Farmington Public Schools Picnic Shiawassee Park**
 - C. **Farmington Monthly Payments Report,**
 - D. **Farmington Public Safety Monthly Report,**
 - E. **Minutes of the City Council**
 1. Special – April 24, 2017
 2. Regular – May 15, 2017
 3. Special – May 15, 2017
 4. Special – May 24, 2017
 5. Regular – June 5, 2017
5. **APPROVAL OF REGULAR AGENDA**
6. **PRESENTATION/PUBLIC HEARINGS**
 - A. **Miss Oakland County Candidates**
 - B. **Public Hearing – Fiscal Year 2017-18 Budget and Millage Rates**
7. **NEW BUSINESS**
 - A. **Consideration to Adopt Fiscal Year 2017-18 Budget and Establish Millage Rates**
 - B. **Consideration to Adopt Downtown Development Authority's Fiscal Year 2017-18 Budget and Establish 2017 Principal Shopping District Special Assessment**
 - C. **Consideration to Adopt Fiscal Year 2017-18 47th District Court, Brownfield Redevelopment Authority, Corridor Improvement Authority and Joint Agency Budgets**
 - D. **Consideration to Amend Fiscal Year 2016-17 Budget**
 - E. **Consideration to Adopt Resolution to Amend Residential Refuse/Recycling User Charge**
 - F. **Consideration to Amend Employee Administrative Manual and Non-Union Pay Plan**

- G. Consideration to Approve HAVA Grant Agreement for New Voting Equipment**
- H. Consideration to Approve Construction Estimate No. 2, for the Bel-Aire, Shiawassee, Mooney Street Sewer Rehabilitation and Improvements**
- I. Consideration to Approve City of Farmington Civic Theater General Manager Service Agreement as presented**

8. DEPARTMENT COMMENT

9. CITY COUNCIL COMMENTS

10. CLOSED SESSION: Labor Negotiations

11. ADJOURNMENT

Submitted by: Melissa Andrade

Description: Consideration to Approve Road Race Request – August 19, 2017

Proposed Motion:

Move to approve Special Event Request to hold “Run for the Hills” Road Race on Saturday, August 19, 2017 beginning at 6 a.m. in Shiawassee Park.

Background:

The City received a request from Mr. Ed Anderson to conduct their annual road race that would begin and end at Shiawassee Park. This is a fund raising event for the Special Olympics of Oakland County and will be the seventh year that it is held in Shiawassee Park. The event is scheduled to have a one mile, 5K, and 10K route. It is scheduled to begin at 6 a.m. Saturday, August 19, 2017 and conclude by 10:30 a.m. The route is the same as in previous years. Most of the route is in Farmington Hills but will have an area that starts and ends within the City of Farmington.

As in the past, the Public Safety Department will have two officers on overtime work with event organizers to assist with route and road crossings.

Agenda Review

Review:

David M. Murphy Pending
City Manager Pending
City Council Pending



CITY USE ONLY

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 Run for the Hills

Organization Phone: 248 880 3852

Organization Address 1971 WOODBINE DR.

Organization's Agent: Ed Anderson Phone: 248 880 3852

Agent's Title: OWNER E-mail: Ed@runforthehills.com

Agent's Address: ABOVE

Event Name: Run for the Hills (#8)

Event Purpose: RAISE MONEY FOR SPECIAL OLYMPICS OF OAKLAND CO.

Event Dates: AUG. 19, 2017

Event Times: 6⁰⁰ AM TO 10³⁰ AM

Event Location: SHAWASSEE PARK

Number of People Expected: 600 - 800

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 lost that you are requesting to be blocked off.

SAME AS PREVIOUS 7 YEARS.

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

3. **Vendors:** Food Concessions (YES) (No) Other vendors (YES) (No)

If yes, refer to Policy Section 13 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.

() 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:**

POLICE / TRAFFIC SOLUTIONS
NEEDED - SAME AS PREVIOUS YEARS

7. **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.

* RACE CONSEQUENCE SIGNS USED - MORNING OF RACE

8. 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 Policy Section 10 for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms. (refer to Policy Section 12)
 - 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 11)
 - 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 13)
 - 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 Sections 11 and 16)
 - 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 3 and 4.

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.

4/17/2017

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

Submitted by: Melissa Andrade

Description: Consideration to Approve Farmington Public School Annual Back to School Picnic

Proposed Motion:

Move to approve Special Event Request to hold Farmington Public Schools' Back to School Celebration on Wednesday, August 30, 2017 in Shiawassee Park from 11 a.m. until 1 p.m.

Background:

The City received a request from Diane Bauman to hold the Farmington Public School's annual back to school picnic at Shiawassee Park on Wednesday, August 30, 2017 from 11 a.m. until 1 p.m. The event can bring in up to 800 attendees. The school has been holding this event for more than 10 year and have never had an incident.

Attachments:

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 Farmington Public Schools

Organization Phone: 248.489.3349

Organization Address 32500 Shiawassee, Farmington, MI 48336

Organization's Agent: Diane Bauman Phone: 248.489.3349

Agent's Title: Director, School/Community Relations E-mail: diane.bauman@farmington.k12.mi.us

Agent's Address: same as above

Event Name: Farmington Public Schools Back to School Celebration

Event Purpose: FPS Staff gather for picnic

Event Dates: Wednesday, August 30, 2017

Event Times: 11 a.m. - 1 p.m. (Set up/tear down 8 a.m. - 3 p.m.)

Event Location: Shiawassee Park

Number of People Expected: 800

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

- 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 lost that you are requesting to be blocked off.

3. **Vendors:** Food Concessions (YES) (No) Other vendors (YES) (No)

If yes, refer to Policy Section 13 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.

() 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:**

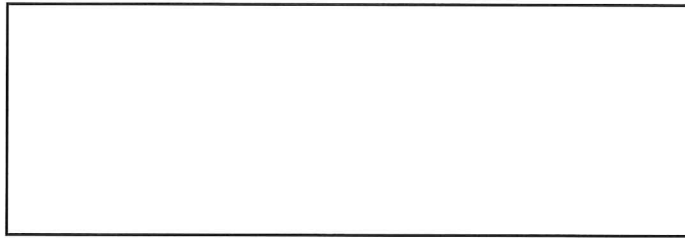
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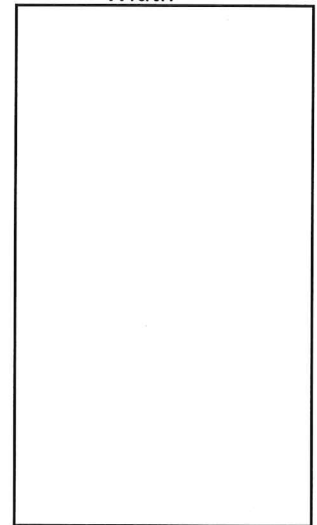
Width



Write copy of banner in the box.

Total Square Footage of the sign cannot exceed eight square feet

Width



Height

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6.6.17

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

Farmington City Council Agenda Item		Council Meeting Date: June 19, 2017	Item Number 4C
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Monthly Payments Report – May 2017			
<u>Proposed Motion</u> Approve Farmington Monthly Payments Report – May 2017			
<u>Background</u> See attachment			
<u>Materials Attached</u> Monthly Payments Report 053117			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

MONTH OF MAY 2017

FUND #	FUND NAME	AMOUNT:
101	GENERAL FUND	\$ 291,988.28
202	MAJOR STREET FUND	\$ 1,052.82
203	LOCAL STREET FUND	\$ 4,701.31
592	WATER & SEWER FUND	\$ 226,413.01
595	FARMINGTON COMMUNITY THEATER FUND	\$ 18,390.12
640	DPW EQUIPMENT REVOLVING FUND	\$ 820.82
701	AGENCY FUND	\$ 10,111.50
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 63,381.88
	TOTAL CITY PAYMENTS ISSUED:	\$ 616,859.74
136	47TH DISTRICT COURT FUND	\$ 386,291.36
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 6,058.98
290	FRIENDS OF THE GOVERNOR WARNER MANSION	\$ 6,499.12
296	SWOCC FUND	\$ 1,457.51
	TOTAL OTHER ENTITIES PAYMENTS ISSUED:	\$ 400,306.97
	TOTAL PAYMENTS ISSUED	\$ 1,017,166.71

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

CITY OF FARMINGTON - ACH PAYMENTS REPORT

MONTH OF MAY 2017

TRANSFER FROM:	TRANSFER TO:	DESCRIPTION:	AMOUNT:
General Fund	Chase (Disbursing Acct)	Direct Deposit Payroll	197,270.86
General Fund	Federal Gov't	W/H & FICA Payroll	78,853.85
General Fund	MERS	April Transfer	50,285.96
General Fund	MERS HCSP	April Transfer	3,910.00
Agency	Total Administrative Services Corp.	Flexible Spending Accounts	1,781.56
	TOTAL CITY ACH TRANSFERS		332,102.23
Court Fund	Chase (Disbursing Acct)	Direct Deposit Payroll	82,447.89
Court Fund	Federal Gov't	W/H & FICA Payroll	30,868.99
	TOTAL OTHER ENTITIES ACH TRANSFERS		113,316.88



FARMINGTON PUBLIC SAFETY DEPARTMENT
23600 Liberty Street, Farmington, MI 48335 Tel 248-474-4700 Fax 248-442-9815

MONTHLY REPORT MAY 2017

OWI (High BAC)

On May 1st a Sergeant stopped a vehicle for speeding 80/70 and almost striking another vehicle, on M5 near Farmington Road. While speaking with the driver the Sergeant reported observing glassy and bloodshot eyes, and a strong odor of an intoxicants coming from inside the vehicle. The driver admitted to drinking at his place of employment. The driver performed field sobriety evaluations and a PBT that resulted .18(9). The driver was arrested for OWI and transported to jail.

Possession of Marijuana

On May 2nd an Officer stopped a vehicle in the area of Freedom and Fleming after observing the vehicle disobey a red light. While talking to the driver, the Officer noted a strong odor of marijuana inside of the vehicle, and when questioned, the driver produced a baggie containing a substance suspected to be marijuana. The marijuana was confiscated, the driver arrest and transported to jail.

Larceny

On May 2nd a Sergeant responded to a Farmington residence for a report the theft of new household power tools. During the initial investigation that victim reported that there were no signs of forced entry and their daughter was also a recent victim, noting similar circumstances. A short time later, the victim reported that the stolen items were located at a local pawn shop. The detective assigned to the case conducted follow up with the pawn shop and learned that the suspect in this case is the grandson of the victim. The detective recovered the stolen items, obtained a confession from the suspect and will submit a warrant request to the prosecutor's office.

Open Liquor in a Public Place

On May 2nd Officers responded to a report of a suspicious person sitting in the grass in the area of Grand River and Lakeway. The Officers encountered a visibly intoxicated male subject who had urinated on himself, and whose speech was slow and slurred. The subject admitted to drinking and was found to be in possession of more whiskey. The subject was issued a citation and transported to his residence.

Open Liquor in a Motor Vehicle

On May 2nd an Officer stopped to check on an occupied vehicle in the parking lot of a Farmington Apartment complex. The Officer observed that the driver had an open can of beer between his legs. When questioned, the driver stated that he was waiting for his friend and that he was not aware that he could not drink a beer while waiting. The driver was issued a citation and released.

Assault / MDOP

On May 3rd Officers responded to a Farmington business for a report of a disorderly subject. The Officers determined that the dispute was regarding pay between the business owner and employee. The dispute resulted in the employee biting the business owner and purposefully damaging cartons of cigarettes. The employee was arrested for the assault and MDOP and transported to jail.

Disorderly Conduct

On May 4th Officers responded to the Downtown Farmington Post Office for a report of a verbal dispute. Officers spoke with the involved parties and determined that the subject responsible for the dispute was intoxicated, and acting loud and obnoxious. The subject was arrested and transported to jail.

Accidental Property Damage

On April 26th a Farmington resident reported that their vehicle had been damaged when the stucco siding of a downtown Farmington building fell off of the building. The owner of the building was notified and incident documented.

Soliciting without a Permit

On May 4th Officers responded to Floral Street for reports of subjects going door to door. Upon arrival, Officers located two subjects matching the descriptions provided by the caller. The two stated that they were in the area for AT&T, they did not have permits, but were unaware they needed permits. The two were issued citations and released.

Possession of Marijuana / CCW

On May 4th an Officer stopped a vehicle in the area of Grand River Ave and Orchard Lake after observing a cracked tail light emitting white light to rear. While talking to the driver, the Officer learned that the driver did not have a valid license and had warrants for his arrest. While arranging for transportation for the remaining passenger, the Officer learned that the passenger was illegally in possession of a stun gun. A subsequent inventory search of the vehicle revealed that the driver was in possession of marijuana. The driver was arrested for the driver's license violations and marijuana, and the passenger arrested for the CCW violation. Both subjects were transported to jail.

OWI (3rd)

On May 5th an Officer responded to a report of an unconscious driver facing the wrong way on Grand River near Warner Street. The Officer encountered a driver that was passed out behind the wheel of a large pick-up truck that was blocking Grand River traffic. While speaking with the driver the Officer learned that the driver had taken a number of medications and consumed alcohol prior to driving. The Officer also learned

that he had just been kicked off his Delta flight and was driving home from the airport. The driver performed field sobriety evaluations and a PBT that resulted .11(7). The driver was arrested for OWI and transported to jail.

Check Fraud

On May 8th an Officer responded to a Farmington business for a report of a check fraud report. The Officer learned that an unknown suspect cashed a fraudulent payroll check at a Chase Bank in Detroit and a second check at another unknown location. The case has been assigned to a Detective who will conduct further follow up.

Larceny of a License Plate

On May 8th a Farmington resident reported that their metal license plate was missing from their vehicle. The reporting party admitted to driving the vehicle for a few days and could not be certain when exactly when or where the plate was removed. The plate was entered as stolen.

Retail Fraud

On May 10th Officers responded to a Farmington service station for a report of a theft. Upon arrival the Officers learned that two unknown black males entered the station and took drinks and chips without paying. The suspects departed in an unknown black vehicle. The case was assigned to a Detective who will review the surveillance video and conduct follow up.

Possession of Synthetic Narcotics

On May 11th a Sergeant observed the driver of a vehicle on Farmington and Freedom obscuring their face from the patrol vehicle as the two passed. A computer query of the vehicle's license plate returned showing a warrant for the arrest of the owner of the vehicle. The sergeant lost sight of the vehicle but after a search of the area, located the vehicle in a closed downtown parking lot. The Sergeant made contact with the vehicle and the two occupants, who were 15 and 16 years of age, noting the time to be approximately 0420 hours. A consent search of the vehicle revealed that one of the occupants was in possession of tobacco products, a vaporizer and several types of pills. The contraband was confiscated and its owner arrested and later turned over to family. The case is pending a prosecutor's review.

CSC Investigation

On May 11th Officers responded to a report of an assault that occurred at a Farmington massage parlor. Upon arrival Officers met with the female victim who stated that she was touched in an inappropriate manner by a male masseuse during a schedule massage appointment. The case was immediately turned over to Detectives who conducted an investigation into the matter and as a result arrest the suspect. The prosecutor's officer viewed the case and charged the suspect with CSC 4th.

Larceny

On May 14th a Farmington business reported that sometime between 5/13/2017 at 1:00 PM and 5/14/2017 at 9:00 AM an unknown subject(s) stole a utility trailer from the parking lot of the business by breaking the tongue lock off of the trailer. The trailer was entered as stolen and the case turned over to a Detective for follow up.

Reckless Driving

On May 13th an Officer stopped a vehicle on M5 near Farmington for speed (110 mph in a 70 mph zone) and making unsafe lane changes as it passed other vehicles. The Officer learned that the driver was not a license driver and was only 15 years of age. The passenger was found to have an active warrant for the arrest out of Farmington Hills. The driver was arrested and later turned over to a parent. The passenger was turned over to FHPD.

Mental Health Call

On May 17th Officers responded to Shiawassee Park for a report of a man threatening suicide with a gun. Officers from FDPS and FHPD responded and located a male subject with a rifle. Officers were eventually able to take the subject into protective custody peacefully and transport them to a mental health facility.

OWI (2nd)

On May 17th a Sergeant stopped a vehicle for traveling 55 mph in a 40 mph zone. While speaking with the driver the Sergeant noted the strong odor of an intoxicants inside of the vehicle and observed the driver to have glass and bloodshot eyes. The driver performed field sobriety evaluations and a PBT that resulted .16(4). The driver was arrested for OWI 2nd and transported to jail.

Retail Fraud

On May 18th Officers responded to a Farmington Dollar Store for a report of two unknown females observed taking unknown items and leaving without paying. The suspects departed in an unknown gray vehicle onto e/b Ten Mile. The store employees advised that they could not be certain exactly what was taken. The case was assigned to a Detective who will review the surveillance video and conduct follow up.

Disorderly Conduct

On May 20th Officers responded to a Farmington Service Station and learned about a 20 year old who had caused a disturbance inside and made what was described as an obscene gesture before departing. The subject was gone upon the arrival of Officers and the license plate provided did not match the descriptions provided by the reporting party. Officers advised the reporting party and station employees to call back if the subject returns – the subject never returned.

Neighbor Trouble

On May 21st Officer responded to a Farmington residence for a report of two neighbors arguing about garage sale items that crossed property lines. Officer spoke with both parties and the person responsible for the sale items agreed to move them without further trouble.

Retail Fraud

On May 23rd Officers responded to a downtown Farmington business for a report of a stolen I-Phone 7 after the salesperson described being distracted, while two unknown males removed the fully activated display model and departed the store. The two

suspects were described as w/m, 20 years of age. The subject responsible for causing the distraction was identified to be a resident of Greenfield, California.

Child Neglect

On May 23rd a woman reported two unattended children in an unoccupied motor vehicle in the parking lot of a Farmington area business. An Officer located the vehicle as it was departing the area and a traffic stop was conducted. The Officer found the two children, 3 and 5 years of age to be in good health, but learned based on the witness that the children had been left unattended for approximately 15 minutes. The mother of the children was issued a citation for Child Neglect and released at the scene. The Officer submitted a notice to the State for further investigation.

Harassing Communications

On May 23rd Officers responded to a Farmington Service Station and learned that a Farmington resident had been calling repeatedly to talk to the late night service station attendant. The subject responsible for making the calls was contacted and notified that their repeated calls were unwanted and that if they continued they would be charged criminally.

OWI (2nd)

On May 24th an Officer stopped a vehicle for traveling 59 mph in a 45 mph zone. While speaking with the driver the Officer noted the strong odor of an intoxicants inside of the vehicle and observed the driver to have glassy, bloodshot eyes and slurred speech. The driver admitted to consuming three drinks at a bar in Detroit. The driver performed field sobriety evaluations and a PBT that resulted .16(6). The driver was arrested for OWI 2nd and transported to jail.

Cruelty to Animals

On May 27th Officers responded to a Farmington area retail plaza for a report of a parked, unoccupied vehicle with the windows rolled up and a dog inside. Upon arrival the Officer found a small, 12 lb. terrier type dog, panting heavily. The Officer determined that the animal had been left unattended for 10-15 minutes. The driver/owner of the vehicle was located and issued a citation for Animal Cruelty and released at the scene.

OWI (High BAC)

On May 28th an Officer stopped a vehicle after observing it sit stopped for an entire green cycle at a traffic light, and then observed as it was unable to maintain its lane, crossing an intersection in the area of Grand River and Nine Mile. After stopping the vehicle and speaking with the driver, the Officer noted the strong odor of an intoxicants inside of the vehicle and observed the driver to have glassy, bloodshot eyes and slurred speech. The Officer also observed a red Solo cup in the center console, which was later found to be empty, but smelled of a strong intoxicant. The driver admitted to consuming beer and shots while at a friend's house. The driver performed field sobriety evaluations and a PBT that resulted .21(7). The driver was arrested for OWI and transported to jail.

Additional Information

During the month of May, all sworn public safety personnel received training on the department's new Use of Force and Taser policy. The training was facilitated by Carlito Young of JRSJ Law.



Total Calls	Medical Calls	Fire Calls	Traffic Stops	Crash Reports
917	62	6	414	20

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of May

Classification	May/2016	May/2017	%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	1	0%
12000 ROBBERY	0	0	0%
13001 NONAGGRAVATED ASSAULT	4	6	50%
13002 AGGRAVATED/FELONIOUS ASSAULT	0	0	0%
13003 INTIMIDATION/STALKING	1	0	-100%
20000 ARSON	0	0	0%
21000 EXTORTION	0	0	0%
22001 BURGLARY -FORCED ENTRY	1	0	-100%
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	11	0	-100%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	2	0	-100%
23007 LARCENY -OTHER	1	5	400%
24001 MOTOR VEHICLE THEFT	0	0	0%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	0%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	0	0	0%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	2	0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	1	1	0%
26003 FRAUD -IMPERSONATION	0	0	0%
26004 FRAUD -WELFARE FRAUD	0	0	0%
26005 FRAUD -WIRE FRAUD	0	0	0%
26007 FRAUD - IDENTITY THEFT	0	0	0%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	2	0	-100%
28000 STOLEN PROPERTY	0	0	0%
29000 DAMAGE TO PROPERTY	0	1	0%

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of May

Classification	May/2016	May/2017	%Change
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	0%
30002 RETAIL FRAUD -THEFT	0	3	0%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
30004 ORGANIZED RETAIL FRAUD	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	6	3	-50%
35002 NARCOTIC EQUIPMENT VIOLATIONS	5	1	-80%
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	1	1	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	38	26	-31.5%
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	0	0	0%
36003 PEEPING TOM	0	0	0%
36004 SEX OFFENSE -OTHER	0	0	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	0	1	0%
38002 FAMILY -NONSUPPORT	0	0	0%
38003 FAMILY -OTHER	0	0	0%
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	6	3	-50%
42000 DRUNKENNESS	0	0	0%
48000 OBSTRUCTING POLICE	1	0	-100%
49000 ESCAPE/FLIGHT	0	0	0%
50000 OBSTRUCTING JUSTICE	3	0	-100%
53001 DISORDERLY CONDUCT	0	3	0%

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of May

Classification	May/2016	May/2017	%Change
53002 PUBLIC PEACE -OTHER	0	1	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	0%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	10	6	-40%
55000 HEALTH AND SAFETY	0	2	0%
56000 CIVIL RIGHTS	0	0	0%
57001 TRESPASS	1	4	300%
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	1	0%
63000 VAGRANCY	1	0	-100%
70000 JUVENILE RUNAWAY	1	0	-100%
73000 MISCELLANEOUS CRIMINAL OFFENSE	5	2	-60%
75000 SOLICITATION	0	0	0%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
Group B Totals	28	23	-17.8%
2800 JUVENILE OFFENSES AND COMPLAINTS	8	3	-62.5%
2900 TRAFFIC OFFENSES	25	22	-12%
3000 WARRANTS	19	28	47.36%
3100 TRAFFIC CRASHES	42	24	-42.8%
3200 SICK / INJURY COMPLAINT	72	74	2.777%
3300 MISCELLANEOUS COMPLAINTS	167	160	-4.19%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%
3500 NON-CRIMINAL COMPLAINTS	136	70	-48.5%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	0%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	565	518	-8.31%
3800 ANIMAL COMPLAINTS	19	7	-63.1%
3900 ALARMS	22	28	27.27%
NON-CRIMINAL COMPLAINTS	0	0	0%
Group C Totals	1075	934	-13.1%
2700 LOCAL ORDINANCES - GENERIC	0	0	0%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	1	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	51	13	-74.5%
4600 LIQUOR CITATIONS / SUMMONS	0	0	0%
4700 COMMERCIAL VEHICLE CITATIONS	0	0	0%
4800 LOCAL ORDINANCE WARNINGS	0	0	0%
4900 TRAFFIC WARNINGS	0	0	0%
MISCELLANEOUS A THROUGH UUUU	0	0	0%

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of May

Classification	May/2016	May/2017	%Change
TRAFFIC WARNINGS	0	0	0%
Group D Totals	51	14	-72.5%
5000 FIRE CLASSIFICATIONS	5	8	60%
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%
FIRE CLASSIFICATIONS	0	0	0%
Group E Totals	5	8	60%
6000 MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	0%
6200 ARREST ASSIST	0	0	0%
6300 CANINE ACTIVITIES	0	0	0%
6500 CRIME PREVENTION ACTIVITIES	0	0	0%
6600 COURT / WARRANT ACTIVITIES	0	0	0%
6700 INVESTIGATIVE ACTIVITIES	0	0	0%
COURT / WARRANT ACTIVITIES	0	0	0%
MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
INVESTIGATIVE ACTIVITIES	0	0	0%
CANINE ACTIVITIES	0	0	0%
Group F Totals	0	0	0%
Totals for all Groups	1197	1005	-16.0%

CLR-008 Monthly Summary Of Offenses (FC)

Year To Date Through May

Classification	2016	2017	%Change
Group F Totals	0	0	0%
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	1	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	1	0	-100%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	1	0%
12000 ROBBERY	0	1	0%
13001 NONAGGRAVATED ASSAULT	11	17	54.54%
13002 AGGRAVATED/FELONIOUS ASSAULT	1	0	-100%
13003 INTIMIDATION/STALKING	6	3	-50%
20000 ARSON	0	0	0%
21000 EXTORTION	0	0	0%
22001 BURGLARY -FORCED ENTRY	3	2	-33.3%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	1	0	-100%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	0	0	0%
23003 LARCENY -THEFT FROM BUILDING	12	11	-8.33%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	22	1	-95.4%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	3	3	0%
23007 LARCENY -OTHER	3	6	100%
24001 MOTOR VEHICLE THEFT	2	1	-50%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	1	0%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	6	2	-66.6%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	1	8	700%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	2	6	200%
26003 FRAUD -IMPERSONATION	0	1	0%
26004 FRAUD -WELFARE FRAUD	0	0	0%
26005 FRAUD -WIRE FRAUD	0	1	0%
26007 FRAUD - IDENTITY THEFT	0	3	0%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	3	1	-66.6%
28000 STOLEN PROPERTY	1	0	-100%

CLR-008 Monthly Summary Of Offenses (FC)

		Year To Date Through May		
Classification		2016	2017	%Change
29000	DAMAGE TO PROPERTY	2	2	0%
30001	RETAIL FRAUD -MISREPRESENTATION	0	0	0%
30002	RETAIL FRAUD -THEFT	4	5	25%
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
30004	ORGANIZED RETAIL FRAUD	0	0	0%
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	22	27	22.72%
35002	NARCOTIC EQUIPMENT VIOLATIONS	14	15	7.142%
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	3	2	-33.3%
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		124	121	-2.41%
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	5	3	-40%
36003	PEEPING TOM	0	0	0%
36004	SEX OFFENSE -OTHER	0	1	0%
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	0	1	0%
38002	FAMILY -NONSUPPORT	0	0	0%
38003	FAMILY -OTHER	0	0	0%
41001	LIQUOR LICENSE -ESTABLISHMENT	0	0	0%
41002	LIQUOR VIOLATIONS -OTHER	17	23	35.29%
42000	DRUNKENNESS	0	0	0%
48000	OBSTRUCTING POLICE	4	1	-75%
49000	ESCAPE/FLIGHT	0	0	0%
50000	OBSTRUCTING JUSTICE	21	8	-61.9%

CLR-008 Monthly Summary Of Offenses (FC)

		Year To Date Through May		
Classification		2016	2017	%Change
53001	DISORDERLY CONDUCT	5	4	-20%
53002	PUBLIC PEACE -OTHER	5	2	-60%
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	3	0%
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	32	28	-12.5%
55000	HEALTH AND SAFETY	2	2	0%
56000	CIVIL RIGHTS	0	0	0%
57001	TRESPASS	4	9	125%
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	1	0%
63000	VAGRANCY	1	0	-100%
70000	JUVENILE RUNAWAY	1	1	0%
73000	MISCELLANEOUS CRIMINAL OFFENSE	15	35	133.3%
75000	SOLICITATION	0	0	0%
77000	CONSPIRACY (ALL CRIMES)	0	0	0%
Group B Totals		112	122	8.928%
2800	JUVENILE OFFENSES AND COMPLAINTS	19	15	-21.0%
2900	TRAFFIC OFFENSES	107	110	2.803%
3000	WARRANTS	89	130	46.06%
3100	TRAFFIC CRASHES	136	113	-16.9%
3200	SICK / INJURY COMPLAINT	362	386	6.629%
3300	MISCELLANEOUS COMPLAINTS	769	723	-5.98%
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%
3500	NON-CRIMINAL COMPLAINTS	420	463	10.23%
3600	SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	0%
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	2700	2544	-5.77%
3800	ANIMAL COMPLAINTS	63	44	-30.1%
3900	ALARMS	86	131	52.32%
	NON-CRIMINAL COMPLAINTS	0	0	0%
Group C Totals		4751	4659	-1.93%
2700	LOCAL ORDINANCES - GENERIC	0	0	0%
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	1	0%
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200	PARKING CITATIONS	3	0	-100%
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	1	0%
4400	WATERCRAFT CITATIONS	0	0	0%
4500	MISCELLANEOUS A THROUGH UUUU	244	208	-14.7%
4600	LIQUOR CITATIONS / SUMMONS	0	0	0%
4700	COMMERCIAL VEHICLE CITATIONS	0	0	0%
4800	LOCAL ORDINANCE WARNINGS	0	0	0%
4900	TRAFFIC WARNINGS	0	0	0%

CLR-008 Monthly Summary Of Offenses (FC)

Classification	Year To Date Through May		
	2016	2017	%Change
MISCELLANEOUS A THROUGH UUUU	0	0	0%
TRAFFIC WARNINGS	0	0	0%
Group D Totals	247	210	-14.9%
5000 FIRE CLASSIFICATIONS	59	127	115.2%
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%
FIRE CLASSIFICATIONS	0	0	0%
Group E Totals	59	127	115.2%
6000 MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	0%
6200 ARREST ASSIST	0	0	0%
6300 CANINE ACTIVITIES	0	0	0%
6500 CRIME PREVENTION ACTIVITIES	0	0	0%
6600 COURT / WARRANT ACTIVITIES	0	0	0%
6700 INVESTIGATIVE ACTIVITIES	0	0	0%
COURT / WARRANT ACTIVITIES	0	0	0%
MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
INVESTIGATIVE ACTIVITIES	0	0	0%
CANINE ACTIVITIES	0	0	0%
Group F Totals	0	0	0%
Totals for all Groups	5293	5239	-1.02%



Special/Study Session Meeting
6:00 p.m., Monday, April 24, 2017
City Council Chambers
23600 Liberty Street
Farmington, MI 48335

DRAFT

STUDY SESSION MINUTES

A study session of the Farmington City Council was held on April 24, 2017, 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 6:05 PM by Mayor Galvin.

1. Roll Call

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

City Administration Present

City Clerk Halberstadt
Controller Norgard
City Manager Murphy
Treasurer Weber

Others Present

Rachel Gallagher, DDA Board President (left at 6:26 p.m.)

2. Approval of Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Cowley, Councilmember
SECONDER:	Bowman, Councilmember
AYES:	Bowman, Cowley, Galvin, Schneemann
ABSENT:	Scott

3. Public Comment

No public comment was heard.

4. City Manager's Proposed Budget

DDA Budget Proposal

Rachel Gallagher, DDA President, presented the proposed FY2017-18 Farmington Downtown Development Authority (DDA) budget. She reviewed the four core themes: 1) encourage and

support development projects; 2) maintain communications and promotions, 3) maintain and strengthen cleanliness, safety and attractiveness in the downtown; and 4) implement parking management and improvement strategy.

Gallagher provided highlights of the proposed 2017-18 budget including: TIF funds projected for growth, reinstate DDA levy at 1.9705 mills, total revenue of \$572,700 and total expenditures of \$758,559.

Discussion followed regarding proposed locations for the flashing beacon signs including: Grand River at Starbucks, Grand River at Grace Insurance, and Farmington Road at Oakland.

Responding to a question from Cowley, Gallagher stated Rhythmz in Riley Park and Art on the Grand are not yet self-supporting.

Responding to a question from Schneemann, Gallagher stated the salary will be adjusted downward for the next DDA Director, but the job description will be similar to that of Annette Knowles, the former DDA Director. She stated they are also adding a part-time employee to support events.

Responding to a question from Cowley, Murphy stated the additional funds needed to balance the budget were pulled out of fund equity for future land purchase, etc.

Discussion followed regarding the State Historic Preservation Office, identifying historic properties in the downtown; and promoting Farmington through Innovate Farmington meetings.

City Manager's Proposed Budget

Murphy presented an overview of the proposed 2017/18 budget. The proposed budget includes General Fund revenues of \$8,828,502 that include: property values increasing 4.16%, millage remaining at 14 mills, state shared revenue decreasing 1.64%, licenses and permits increasing 21% and other revenues stable.

Discussion followed regarding current and upcoming projects.

Murphy advised total projected expenditures of \$9,171,830 including a wage increase of 2.75%, pension cost increase of \$92,000 primarily due to change in MERS assumptions, court contribution up \$80,000, and purchase of two DPS vehicles at \$54,800 and City Hall sign at \$7,000 and a number of other projects.

Schneemann questioned why insurance is not covering the cost of replacing the wall at DPW. Discussion followed regarding the \$200k expense for replacing the wall. Cowley suggested adding a building addition instead of putting up a wall.

Discussion continued regarding parking lot reconstruction behind Firestone at a cost of \$40,000.

Schneemann suggested the city consider installing a sidewalk that would connect the crosswalk at State Street to the Riley Park Pavilion.

Murphy continued detailing the General Fund revenues and expenses. He advised the fund balance will fall to 21.72% if the budget is adopted.

Murphy discussed General Fund outlook including options for raising revenue: millage increase, increase city fees, etc.

Discussion followed regarding new revenue resulting from new or redevelopment projects.

Weber spoke about the Capital Improvement Program Committee and their work on compiling a prioritized wish list of projects.

Discussion followed regarding options for meeting expenses going forward and the impact those options would have on the community. Discussion continued regarding requirements for raising the millage.

Galvin would like to initiate a public conversation with our elected officials concerning the lack of state funding to local governments, particularly small cities.

Galvin clarified pension costs will increase \$1.5million over the next five years.

Galvin discussed the city's goal of 25% fund balance and suggested Council consider a lower target of 15-20%. He recommended administration review this possible change and bring a recommendation back to Council. He stated administration should look at other cost cutting measures, i.e. salary freeze, hiring freeze, layoffs, revisit shared services, etc. and the impact any one of these actions would have on the community.

Discussion followed regarding the need for a capital improvement fund and the possibility of a millage increase to support it.

Cowley expressed opposition to raising taxes until every rock has been overturned to reduce expenses.

Galvin encouraged City Administration to keep all avenues open to reducing expenses and opportunities for increasing revenue.

Responding to a question from Schneemann, Weber stated if Council adopted a new guideline to lower the target fund balance to 20% the city's bond rating may not be affected. He stated other factors are considered such as millage capacity, past performance, capital improvement plan and budget, overall debt and the city's trends. He stated a general guideline for a small community is a 20-25% fund balance. He does not believe that lowering the city's fund balance to 20% would be an issue.

Galvin re-emphasized the importance of finding a funding mechanism for capital improvements. He would support a dedicated capital improvement fund millage of some amount that would go to the vote of the people as long as value is shown. He would look for a sunset on this type of millage.

Murphy resumed review of proposed budget including: Major Street Fund, Local Street Fund, Municipal Fund; Capital Improvement Fund, and Water and Sewer Fund.

Responding to a question from Schneemann, Murphy stated the decision on what roads will be repaired was made by the Road Improvement Committee.

Responding to a question from Galvin, Weber stated Frederick Street would be repaired in the next fiscal year.

Discussion followed regarding the needed repairs to the DPW wall and the belief that insurance should cover the cost. Murphy will follow up on this issue with the City Attorney.

Murphy suggested the City conduct a study regarding the installation of second meters for irrigation.

Weber noted the biggest driver of increasing water costs is reduction in consumer usage.

Murphy finished review of the budget with the Civic Theater and Equipment Funds.

Responding to a question from Galvin, Norgard stated the City had a great audit last year and anticipates a good one this year.

Discussion followed regarding internal controls, audit and ways to increase staff morale.

Galvin noted state funding of local governments is broken. Between the years 2002 and 2012, the state defunded municipalities by 1.1 billion. He noted those funds were kept at the state level, yet there were no improvements in state services, roads, etc.

Cowley noted on the east and west coasts the counties provide services, not local governments. He stated the city needs to start looking at shared services.

Discussion followed regarding the 5-year budget projection and the pros and cons of posting it on the city website. Galvin pointed out it is a hypothetical projection that is constantly changing and is not an approved document.

5. Other Business

No other business was heard.

6. Council Comment

No Council Comment was heard.

7. Adjournment

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Councilmember
SECONDER:	Schneemann, Mayor Pro Tem
AYES:	Bowman, Cowley, Galvin, Schneemann
ABSENT:	Scott

The meeting adjourned at 8:34 p.m.

William E. Galvin, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: _____



Special/Study Session Meeting
6:00 p.m., Monday, May 15, 2017
Conference Room
23600 Liberty Street
Farmington, MI 48335

DRAFT

SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on Monday, May 15, 2017, in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

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

1. Roll Call

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

2. Approval of Agenda

Move to approve the agenda as amended, removing Item No. 5, Interview Geoffrey Perrot for a Seat on the Farmington Historical Commission.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Schneemann, Mayor Pro Tem
SECONDER:	Scott, Councilmember
AYES:	Bowman, Galvin, Schneemann, Scott
ABSENT:	Cowley

3. Public Comment

No public comment was heard.

4. Farmington Historical Commission Reappointments

Present: Chris Schroer and Sharon Bernath

Council conducted a group interview for reappointment to the Historical Commission.

Schroer discussed the historical plaques that can be purchased by homeowners whose homes were built before 1940.

Responding to a question by Scott, Schroer stated the plaques are only based on the age of the home, not whether they are located in the historic district.

Scott expressed concern that the plaques are misleading. He would like to see homes designated in the historic district first, then broaden to outlying homes.

Schroer commented the homes for which plaques are requested must be at least 45 years old.

Schneemann would like to see the plaques for homes outside of the Historic District display 'Farmington, MI' and not 'Historic Farmington'. He is concerned that the plaques could appear all over town and dilute the message and the actual Historic District.

Halberstadt clarified that the homes need to be built in 1940 or earlier. The plaque cost for a home in the Historic District is \$35 and \$75 for any homes outside the district. The application is on the city website now.

Scott would like to have a map created for walking tours once the plaques are installed.

Galvin is concerned with preserving the Historic District. He suggested that the Commission research the district and the boundaries as provided in the City ordinance.

Discussion followed regarding the history of Farmington and the mission of the Historic Commission.

Move to reappoint Daniel Westendorf, Chris Schroer, Sharon Bernath and Laura Myers to the Farmington Historical Commission for 3-year terms ending March 31, 2020.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Councilmember
SECONDER:	Scott, Councilmember
AYES:	Bowman, Galvin, Schneemann, Scott
ABSENT:	Cowley

5. Other Business

Scott will attend the Parking Advisory Committee meeting on May 17th in Cowley's absence.

Schneemann will attend the Chamber of Commerce meeting on May 23rd.

6. Council Comment

No Council comment was heard.

7. Adjournment

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Schneemann, Mayor Pro Tem
SECONDER:	Scott, Councilmember
AYES:	Bowman, Galvin, Schneemann, Scott
ABSENT:	Cowley

The meeting adjourned at 6:50 p.m.

William E. Galvin, Mayor

Susan K. Halberstadt, City Clerk



**Regular City Council Meeting
7:00 p.m., Monday, May 15, 2017
City Council Chambers
23600 Liberty Street
Farmington, MI 48335**

DRAFT

REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on May 15, 2017, 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 7:00 PM by Mayor Galvin.

1. ROLL CALL

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

City Administration Present

Director Christiansen
Director Demers
Superintendent Eudy
City Manager Murphy
City Clerk Halberstadt
Attorney Schultz

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

4. APPROVAL OF ITEMS ON CONSENT AGENDA

- A. Farmington Quarterly Financial Report – 3/31/17**
- B. Farmington Quarterly Investment Report – 3/31/17**
- C. Farmington Quarterly Financial Report – Court – 3/31/17**
- D. Appoint Cheryl Blau to the Farmington Area Arts Commission**
- E. Farmington Monthly Payments Report, April 2017**
- F. Farmington Public Safety Monthly Report**
- G. Ratify Payment to R. Graham Construction for Warner Mansion Repairs**
- H. Minutes of the City Council**
 - 1. Special – April 17, 2017
 - 2. Regular – April 17, 2017
 - 3. Regular – May 1, 2017
- I. Appoint Geoffrey Perrot as an Alternate to the Zoning Board of Appeals**
- J. Consideration to Approve Run for the Hills Road Race Request**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mayor Pro Tem Schneemann
SECONDER:	Councilmember Bowman
AYES:	Bowman, Galvin, Schneemann, Scott
NAYS:	None
ABSENT:	Cowley

5. APPROVAL OF REGULAR AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mayor Pro Tem Schneemann
SECONDER:	Councilmember Scott
AYES:	Bowman, Galvin, Schneemann, Scott
NAYS:	None
ABSENT:	Cowley

6. NEW BUSINESS

A. Monthly Tip: Emergency Preparedness Committee

Dennis Falkowski provided a monthly tip regarding emergency preparedness. He discussed common causes of heat emergency and how they can be prevented.

B. Consideration to Approve Resolution Renewing Participation in the Oakland County Community Development Block Grant (CDBG) Program for a Three-Year Period (2018-2020)

Galvin questioned whether City Administration had investigated how much the senior program services are used by Farmington residents.

Move to adopt a resolution to renew participation in the Oakland County CDBG program for a three-year period (2018-2020) and authorize the Mayor to sign the Cooperative Agreement on behalf of the city. [SEE ATTACHED RESOLUTION]

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Councilmember Scott
SECONDER:	Councilmember Bowman
AYES:	Galvin, Schneemann, Scott, Galvin
NAYS:	None
ABSENT:	Cowley

C. Consideration to Approve the New City of Farmington Administrative Manual

Treasurer Weber advised that over the past year City Administration has worked on a comprehensive revision of the city's administrative manual, incorporating current operating procedures and best practices. He stated the manual has been reviewed by the City Attorney's office and Department Heads. City Administration is requesting Council approval of the revised manual.

Responding to a question from Schneemann, Weber stated the manual is a complete re-write of current practices such as social media, email, and a variety of issues based on current law.

Scott asked about the provision for paid continuing education and related repayment schedule.

Weber responded the city has always been supportive of continuing education for department heads and upper level management to allow them to keep up with their professional accreditation. It's rare that an employee would seek a degree under this provision.

Scott suggested establishing guidelines for reimbursement of continuing education.

Demers confirmed that education for officers is under the union contract and separate from the manual.

Move to approve the revised City of Farmington Administrative Manual as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Councilmember
SECONDER:	Scott, Councilmember
AYES:	Galvin, Schneemann, Scott, Galvin
NAYS:	None
ABSENT:	Cowley

D. Consideration to Approve Public Hearing Notice for Proposed Fiscal Year 2017-18 Budget and Property Tax Rates

Murphy advised that in accordance with City Charter and State Law it is necessary to hold a public hearing on the proposed budget and millage rate prior to adoption. It is recommended that the public hearing be held on Monday, June 19 at 7:00 p.m.

Discussion followed regarding the additional ½ mil for roads. A road tax of 1.5 mills was previously approved by the voters, but up until now Council had only exercised 1 mill of its taxing authority.

Galvin discussed the approved road millage and that the road committee had determined what roads would be repaired. He stated with the additional 1/2 mil there will be more road projects and as a result the city will be better able to maintain its roads for the long term.

Move to schedule a public hearing on Monday, June 19 at 7:00 p.m. regarding the proposed Fiscal Year 2017-18 budget and property tax rates.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Schneemann, Mayor Pro Tem
SECONDER:	Scott, Councilmember
AYES:	Bowman, Galvin, Schneemann, Scott
NAYS:	Cowley
ABSENT:	None

E. Consideration to Certify 2017 Delinquent Invoices, and Water and Sewer Bills

Weber advised each year the City Treasurer certifies invoices and water and sewer bills that are delinquent and should be placed on the 2017 Farmington tax roll in accordance with City Code. The total amount to be placed on the tax roll is \$206,147.74. Delinquent water and sewer bills represent \$205,536.81 of that amount and grass cutting, sidewalk snow removal, and other services represent the balance.

Responding to a question from Bowman, Weber stated one of the reasons for the significant increase in delinquency amount over last year is due to higher rates.

Bowman referred to a property owner who previously appeared before council in regards to delinquent water and sewer bills on rental properties. She would like to know how the city can assist this owner in collecting payment.

Murphy pointed out that part of the issue is the city never shuts off water and therefore there is no incentive to pay the bill.

Responding to a question from Scott, Weber stated information regarding the Water Residential Assistance Program (WRAP) will be included with the next water bill.

Move to approve the attached lists of delinquent invoices and water and sewer bills for placement on the Farmington Tax Roll pursuant to City Code. [SEE ATTACHED LIST]

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Schneemann, Mayor Pro Tem
SECONDER:	Scott, Councilmember
AYES:	Schneemann, Scott, Bowman, Galvin
NAYS:	None
ABSENT:	Cowley

F. Consideration to Approve Resolution to Amend Traffic Control Order; Stop Signs on Whittaker at Oakland Streets

Demers advised that over the last couple of months, the Public Safety Department has received complaints of speeding vehicles and vehicles that are not yielding to oncoming traffic in the area of Whittaker and Oakland Streets. Currently, that intersection is controlled by yield signs for northbound and southbound traffic on Whittaker at Oakland. As a result of the complaints from residents, Public Safety performed selective enforcement details at that intersection for a two week period in April. Based on the information gathered, Public Safety is recommending an amendment to the Traffic Control Order to change the yield signs to stop signs for northbound and southbound traffic on Whittaker Street.

Bowman commended the department for listening to concerns of residents and taking this action. She asked how residents are notified of the change.

Demers responded his department does not start issuing citations for a period of time in order to allow residents to become familiar with the signs.

Schneemann expressed support for any action that will calm traffic. He suggested adding flags to the signs to promote visibility.

Move to adopt a resolution to amend Chapter 1, Section 11, of the Traffic Control Order to change the yield signs to stop signs for the northbound and southbound traffic on Whittaker at Oakland Street. [SEE ATTACHED RESOLUTION]

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Schneemann, Mayor Pro Tem
SECONDER:	Bowman, Councilmember
AYES:	Bowman, Galvin, Schneemann, Scott
NAYS:	None
ABSENT:	Cowley

G. Consideration to Approve Intergovernmental Agreement for Firearms and Use of Force Training Video Simulator

Demers discussed the partnership between Farmington, Farmington Hills and the Village of Franklin in the purchase and shared use of a MILO firearms training simulator. The training simulator provides personnel with state-of-the-art reality based decision making and use of force training. Per the agreement, Farmington Public Safety will pay a proportional share of \$7,051.00 toward the total cost of the simulator.

Responding to a question from Bowman, Demers confirmed the Village of Franklin had paid their share of the cost.

Responding to a question from Scott, Demers stated officers will receive 16 hours of training per year that incorporates the simulator.

Schneemann stated the simulator is money well spent. The better officers are trained, the better the decisions and outcomes. He is proud of the fact that this community is investing in additional training.

Move to approve an Intergovernmental Agreement for Firearms and Use of Force Training Video Simulator between the City of Farmington Hills, Village of Franklin and the City of Farmington.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Scott, Councilmember
SECONDER:	Schneemann, Mayor Pro Tem
AYES:	Scott, Bowman, Galvin, Schneemann,
NAYS:	None
ABSENT:	Cowley

H. Consideration to Authorize Purchase of Anti-Icing Swap loader attachment from Truck & Trailer Specialties.

City Administration requested City Council authorization to purchase Anti-Icing Swap loader attachment from bids received through the Rochester Hills RFP co-operative purchasing program. This attachment will allow Farmington DPS crews to pre-treat road surfaces with a salt brine/beet juice mixture. The anti-icing treatment will reduce the snow bonding to the road surface, thus reducing the amount of road salt and time required to melt the snow from the roads after plowing.

Move to authorize purchase of Anti-Icing Swap Loader attachment for the 2015 Freightliner salt truck from Truck and Trailer Specialties.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Councilmember
SECONDER:	Scott, Councilmember
AYES:	Bowman, Galvin, Schneemann, Scott
NAYS:	None
ABSENT:	Cowley

I. Consideration to Approve the Farmington Engineering Standards

City Administration advised that city staff along with city engineers have researched and documented engineering standards which are applicable and required for development in Farmington. The engineering standards will now be a formal document available electronically for any developer to review. The city attorney has reviewed proposed standards and no conflicts were found with City Ordinance and State and Federal requirements.

Scott thanked Eudy and City Engineers for bringing this document forward. He discussed its importance to the city.

Move to adopt a resolution to approve engineering standards and design specifications for the City of Farmington. [SEE ATTACHED RESOLUTION]

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Scott, Councilmember
SECONDER:	Bowman, Councilmember
AYES:	Galvin, Schneemann, Scott, Bowman
NAYS:	None
ABSENT:	Cowley

J. Consideration to Approve Charitable Gaming License Resolution for Freedom House Fundraiser in Riley Park on June 25

City Administration advised that at its April 3rd meeting, City Council approved an event request from Cheryl Willette and Becky Burnes to hold a “Community Picnic to Save the Freedom House” event in Riley Park on June 25, 2017. The group is seeking approval from Council to hold a raffle to help raise funds.

Move to adopt a resolution for a charitable gaming license in order to hold a raffle to raise funds for the Freedom House at the Community Picnic to Save the Freedom House scheduled for June 25, 2-5 p.m. in Riley Park. [SEE ATTACHED RESOLUTION]

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Councilmember
SECONDER:	Scott, Councilmember
AYES:	Bowman, Galvin, Schneemann, Scott
NAYS:	None
ABSENT:	Cowley

7. DEPARTMENT COMMENT

Eudy discussed a number of improvement programs including: asphalt repairs to local streets, Mansion foundation improvements, Grand River construction and sidewalk improvements.

Responding to a question from Bowman, Eudy confirmed everything is on track for the Grand River reconstruction project.

Scott advised that workers who remove construction barrels should take more care in their removal at the bridge on Grand River.

Demers reminded Council that the DPS Award event is scheduled for Thursday, May 18th at 6pm in the new Maxfield Training Center.

Murphy announced the opening of the Farmers Market is scheduled for Saturday, May 20th. He noted payment of \$20,000+ from Crown Castle is forthcoming.

8. CITY COUNCIL COMMENTS

Scott commented on Christiansen’s involvement in establishing the Engineering Standards for the city.

Bowman announced Cheryl Blau has been appointed to the Arts Commission. She will be a wonderful asset to the community.

Galvin discussed his recent attendance at a Neighborhood Watch meeting. He discussed the wealth of information provided at the meeting. He reminded everyone regarding the clothing recycling program in our community.

Galvin commented on communication between the city council and the public. He stated the proliferation of social media has negatively impacted local print media. He noted no one from the print media was present at the meeting. He stated this change creates a challenge of how local governments communicate with citizens. He discussed a number of ways communication can take place such as: email, access to meetings online, meeting with city officials, etc. He wants to make sure everyone has an avenue to communicate with council.

9. ADJOURNMENT

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Schneemann, Councilmember
SECONDER:	Scott, Councilmember
AYES:	Bowman, Galvin, Schneemann, Scott
NAYS:	None
ABSENT:	Cowley

The meeting adjourned at 8:00 p.m.

William E. Galvin, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:



Special Meeting
6:00 p.m., Wednesday, May 24, 2017
Conference Room
23600 Liberty Street
Farmington, MI 48335

DRAFT

SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on May 24, 2017, 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 6:05 PM by Mayor Galvin.

1. Roll Call

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

City Administration Present

Director Christiansen
City Clerk Halberstadt
City Manager Murphy
Attorney Schultz
Treasurer Weber

2. Approval of Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Scott, Councilmember
SECONDER:	Cowley, Councilmember
AYES:	Bowman, Cowley, Galvin, Schneemann, Scott
ABSENT:	None

3. Public Comment

No public comment was heard.

4. Confidential Correspondence from the City Attorney and Property Acquisition – Closed Session

Move to enter closed session to discuss City Attorney confidential correspondence and property acquisition.

RESULT: APPROVED [UNANIMOUS]
MOVER: Scott, Councilmember
SECONDER: Bowman, Councilmember
AYES: Bowman, Cowley, Galvin, Schneemann, Scott

Roll Call: Cowley, Galvin, Schneemann, Scott, Bowman

Council entered closed session at 6:06 p.m.

Move to exit closed session.

RESULT: APPROVED [UNANIMOUS]
MOVER: Cowley, Councilmember
SECONDER: Schneemann, Councilmember
AYES: Bowman, Cowley, Galvin, Schneemann, Scott

Council exited closed session at 8:23 p.m.

6. Other Business

Christiansen discussed developers interested in the courthouse property.

7. Council Comment

Galvin requested City Administration pursue feedback from DDA and residents regarding permanently closing Warner Street.

8. Adjournment

RESULT: APPROVED [UNANIMOUS]
MOVER: Schneemann, Councilmember
SECONDER: Bowman, Councilmember
AYES: Bowman, Cowley, Galvin, Schneemann, Scott

The meeting adjourned at 8:26 p.m.

William E. Galvin, Mayor

Sue Halberstadt, City Clerk

Approval Date: _____



**Regular City Council Meeting
7:00 p.m., Monday, June 5, 2017
Conference Room
23600 Liberty Street
Farmington, MI 48335**

DRAFT

REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on June 5, 2017, 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 7:00 PM by Mayor William Galvin.

1. ROLL CALL

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

City Administration Present

Superintendent Eudy
City Manager Murphy
City Clerk Halberstadt
Attorney Schultz

2. PUBLIC COMMENT

George Wright, 21492 Birchwood, thanked the City Council, City Manager, DPW, and Christiansen for carrying through on the opening of Flanders Park. He inquired about a City program where residents were notified about the opportunity to plant trees in the easement and obtain a good price from a nursery. He believes trees are what keep Farmington looking good. He recommended that City Administration review the last tree ordinance and inform residents on how to replace a tree in an easement. He also spoke about removal of branches and proper maintenance of existing trees in easements.

Jerrold Johnson, 32691 Laurelwood Court, voiced his concern regarding the events planned for the opening of the park. He is concerned about the scope of the event, with parking and portable toilets being primary issues. He understands that Flanders is a City park, but pointed out it is also inside a neighborhood.

Kelly Hansen, 32706 Laurelwood Court, also expressed concern about events planned for the park opening. She further expressed concern regarding the use of motor vehicles in the common area and residents who let their dogs off leash in the park. She requested proper signage with rules and

regulations. Once the park is finished she would like a closing where Meadowlark dead ends into the park to restrict cars.

3. APPROVAL OF ITEMS ON CONSENT AGENDA

A. Consideration to accept and file the financial reports for the City of Farmington Brownfield Redevelopment Authority for the TCF Project

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Councilmember Scott
SECONDER:	Councilmember Bowman
AYES:	Bowman, Galvin, Schneemann, Scott
ABSENT:	Cowley

4. APPROVAL OF REGULAR AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mayor Pro Tem Schneemann
SECONDER:	Councilmember Scott
AYES:	Bowman, Galvin, Schneemann, Scott
ABSENT:	Cowley

5. NEW BUSINESS

A. Special Event Application: Flanders Park Celebration

Sarah Davies discussed her special request for an event connected to the opening of Flanders Park. She is looking into parking at St. Gerald's and blocking one side of the neighborhood street with no parking signs. The music will include a few members of the Farmington Community Band and the local choir to sing a couple songs at ribbon cutting. She asked the City to waive the fee for a couple of the mobile vendors and requested the City provide a porta-john for the event.

Eudy stated the park is a neighborhood, not a community park, where there are no facilities, parking, etc. Therefore, he does not believe it would be appropriate for the planned activities. He stated that Public Safety needs to be notified of dogs off leashes and motor vehicles in the park.

Murphy stated City Administration is opposed to waiving the vendor fees.

Responding to concerns from Scott regarding parking and noise, Davies stated she may be the only one who drives to the event, as the majority of people live within walking distance. She further stated there will only be a couple of songs with no amplification.

Bowman congratulated Davies' on her vision for the event and assured that the city would like to work with her. She encouraged Davies to work with the Church on parking. She has trouble supporting the

request for porta johns due to the size of the park. She supports the idea of the band playing music, but does not support waiving mobile vendor fees.

Murphy clarified that a fee would only be for the food trucks.

Bowman stated Davies would need to work with the food truck vendors to pay the fee.

Responding to a question from Galvin, Eudy stated the area is accessible to vehicles at the moment due to construction, but the sidewalk will be put back and ramps will be removed to discourage vehicles from entering. Galvin asked about the installation of the bollards to block traffic into the park.

At the request of Galvin, Davies talked about her history living in the Meadows and planting a tree that won a state award when she attended Flanders Elementary. She spoke about the tree being removed during construction and the hope that the City would replace it with a plaque and a bench. Davies stated her intention was not to upset the homeowners with the event, but expressed discouragement about not having food trucks.

Galvin spoke about the City cost associated with food trucks and therefore the fees cannot be waived. He wished her good luck with the event.

Schneemann confirmed there is a public component to the event and then it essentially turns into a "block party" for the neighborhood.

Move to approve a special event application for Flanders Park grand opening celebration on Saturday, June 24 from 11:30 a.m. until 3:00 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Councilmember Bowman
SECONDER:	Mayor Pro Tem Schneemann
AYES:	Bowman, Galvin, Schneemann, Scott
ABSENT:	Cowley

Davies clarified that her request for waived vendor fees and portable toilet had been denied. She requested postponement of the grand opening celebration so she can have the opportunity to work with neighbors on an alternative to food vendors.

Galvin stated she does not have to hold the event on June 24 as approved by Council. He invited Davies to choose another date and come back to Council for re-approval of that date.

Scott suggested contacting the Chamber for possibly contributing hot dogs, etc. to the event.

Schneemann stated if the Chamber has already scheduled the event, it would not be professional to tell them we arbitrarily changed the date. The ribbon cutting and grand opening celebration events could be on separate dates.

B. Special Event Application: Allstate Insurance ‘Summerfest’ in Shiawassee Park on August 23

City Administration advised Allstate Insurance holds its annual picnic in Shiawassee Park. This year the attendance number is expected to increase from 140 to about 200. Last year’s event was

approved by the City Manager as it was under 150 attendees. There has never been any problems with this event.

Move to approve a special event application from Allstate Insurance Company for its annual company picnic, Summerfest, in Shiawassee Park on August 23, 2017, from 9:00 a.m. until 5:00 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Councilmember Scott
SECONDER:	Mayor Pro Tem Schneemann
AYES:	Bowman, Galvin, Schneemann, Galvin
ABSENT:	Cowley

C. Consideration to amend the City of Farmington Code of Ordinances: Water & Sewers, authorizing Great Lakes Water Authority (GLWA) to bill sewer customers directly for Pollutant Surcharge Fees

Eudy discussed the need for allowing GLWA to bill city sewer customers directly for pollutant surcharge fees. He confirmed this change is basically for only one user, Farmington Brewing Company.

Discussion followed regarding how the billing process will work, how the pre-treatment will work, and how the discharges are being monitored.

Responding to a question from Scott, Eudy stated he and Director Christiansen will look into how the City monitors the discharge if a new business comes into the community.

Move to adopt a resolution authorizing the City’s DPS Director to provide the Great Lakes Water Authority (GLWA) with documentation necessary to allow GLWA to bill City sewer customers directly for GLWA pollutant surcharge fees. [SEE ATTACHED RESOLUTION].

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bowman, Councilmember
SECONDER:	Scott, Councilmember
AYES:	Bowman, Galvin, Schneemann, Scott
ABSENT:	Cowley

D. Consideration to authorize the City Manager to sign the agreement with SMART for municipal credits and community credits on behalf of the City for Fiscal Year 2018

Murphy provided an overview of the agreement with SMART.

Responding to a question from Galvin, Murphy stated about 2900 Farmington residents use the Senior Program services. He offered to present a report at a future meeting regarding community use of this service.

Move to authorize the City Manager to sign the agreement with SMART for Municipal Credits and Community Credits on behalf of the City for Fiscal Year 2018.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mayor Pro Tem Schneemann,
SECONDER:	Councilmember Bowman
AYES:	Bowman, Galvin, Schneemann, Scott
ABSENT:	Cowley

Roll Call: Galvin, Schneemann, Scott, Bowman

E. Consideration to approve proposed work to be completed in the Quaker Cemetery with the proceeds from the Power Foundation

Murphy provided an overview of the improvements to be made by the Power Foundation in the Quaker Cemetery.

Council discussed the significance of the Quaker Cemetery to the community and the generosity of the Power family to restore it.

Galvin would like a before and after presentation on the restoration of the cemetery.

Move to approve proposed restoration work in the Quaker Cemetery funded by the Power Foundation subject to review and approval of an agreement from the City Attorney.

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

G. Update: Assistant to City Manager (DDA Director) search

Murphy provided the background on the Assistant to the City Manager position. He expressed hope that the position would be moved back to the DDA in July 2018.

Murphy discussed the interview process for filling the vacant position. The field of candidates have been narrowed down to three. There will be a "meet and greet" at the Farmington Garage next Monday, June 12th where the business community will be invited to attend. On June 14th the DDA Board will conduct the final interviews.

Responding to concerns expressed by Scott, Galvin stated that the July 2018 transition date is a goal. He stated the DDA understands the importance of operating autonomously, rather than using executive services from the City.

Bowman recognized Melissa Andrade for stepping up to fill the gap for the DDA, especially with the Art on the Grand event. She recognized the opportunity of the new hire to get hands on training while in the City Manager’s office.

6. CITY COUNCIL COMMENTS

Bowman stated her thoughts are with Greg Cowley as he is experiencing health problems.

Galvin had a great weekend at the Art on the Grand. He selected Kathleen Spellman as the Mayor’s Award winner.

7. ADJOURNMENT

Move to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Councilmember Scott
SECONDER:	Councilmember Bowman
AYES:	Bowman, Galvin, Schneemann, Scott
ABSENT:	Cowley

The meeting adjourned at 8:15 p.m.

William E. Galvin, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:

**Farmington City Council
Staff Report**

**Council Meeting
Date:** June 19, 2017

**Item
Number**

Submitted by: David Murphy, City Manager

Agenda Topic: Public Hearing - Fiscal Year 2017-18 Budget and Millage Rates

Proposed Motion:

Open public hearing, City Manager to provide brief presentation, accept comments from the public, close public hearing.

Background:

At the May 15 meeting, City Council scheduled a public hearing regarding the proposed Fiscal Year 2017-18 budget and millage rates. The City Manager will provide a brief power point presentation highlighting the proposed budget.

Materials:

**Farmington City Council
Staff Report**

**Council Meeting
Date:** June 19, 2017

**Reference
Number
7A**

Submitted by: David Murphy, City Manager

Description Consideration to Adopt Fiscal Year 2017-18 Budget and Establish Millage Rates

Requested Action Move to adopt resolution regarding Fiscal Year 2017-18 Budget and Millage Rates.

Background The City Manager submitted the Proposed Fiscal Year 2017-18 Budget at the April 17, 2017 Council meeting as required by the City Charter. The City Council reviewed the proposed budget at the April 24, 2017 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 15.5000 mills. The public notice was published in the Farmington Observer and posted on the City's website.

Contained below 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 15.5000 mills. Fourteen mills are allocated for general operation purposes and one and a half mills are levied for road improvements.

Fund	Revenues	Expenditures
General Fund	\$8,828,502	\$9,171,830
Major Street Fund	666,174	625,279
Local Street Fund	688,103	646,476
Municipal Street Fund	483,521	451,500
Capital Improvement Fund	27,700	254,000
Water & Sewer Fund	5,056,192	5,299,845
Theater Fund	578,870	576,743
Nonvoted Debt Service Fund	160,924	160,924
Special Assessment Debt Service Fund	155,160	155,160
Streetscape Debt Service Fund	79,151	79,151
Drakeshire Special Assessment Debt Service Fund	89,600	89,600
Grove Special Assessment Debt Service Fund	88,383	88,383
OPEB 2013 LTGO Bonds	459,326	459,326
Employee Accrued Benefits Fund	11,500	10,000
Self Insurance Fund	204,495	201,269
DPW Equipment Revolving Fund	471,700	339,888

Department Head	Finance/Treasurer	City Attorney	City Manager
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CITY OF FARMINGTON

RESOLUTION _____

Motion by, _____ seconded by, _____, to adopt the following resolution:

WHEREAS, the City Manager has presented to the Council a proposed budget for the fiscal year beginning July 1, 2017 in accordance with the provisions of the City Charter; and

WHEREAS, the City Council has held public hearings in accordance with the provisions of the State Constitution and Statutes and the City Charter; now

THEREFORE BE IT RESOLVED that the Farmington City Council hereby adopts the FY 2017-18 budget as shown in the proposed FY 2017-18 budget document and including such changes to the proposed budget as approved by Council; and

BE IT FURTHER RESOLVED that the City Treasurer is hereby authorized to pay all claims and accounts properly chargeable to the appropriations contained in the FY 2017-18 budget, as may be amended by the Council from time to time, provided that said claims and accounts have been lawfully incurred and approved by Council or any other elected or appointed officer of the City authorized to make such expenditures; and

BE IT FURTHER RESOLVED that to meet the requirements for budgeted appropriations for the General Fund the City Treasurer is hereby directed to spread taxes on real and personal property in the amount of fourteen dollars (\$14.0000) per thousand dollars of Taxable Value; and

BE IT FURTHER RESOLVED that the City Treasurer is hereby directed to spread taxes on real and personal property in the amount of one dollar and fifty cents (\$1.5000) per thousand dollars of Taxable Value to collect the voter approved, dedicated millage for road improvements; and

BE IT FURTHER RESOLVED that property tax payments which have been deferred in accordance with State of Michigan Statutes may be unpaid until February 28 without penalty; and

BE IT FURTHER RESOLVED that the City shall collect a one percent (1%) administration fee on all taxes collected by the City; and

BE IT FURTHER RESOLVED that all summer taxes unpaid as of September 1 will incur a 1% collection fee and interest will be charged at the rate of 1% per month in accordance with the provisions of the City Charter; and, that all winter taxes unpaid as of February 15 through the last day of February shall be assessed a three percent (3%) penalty in accordance with the provisions of the State of Michigan Statutes.

BE IT FURTHER RESOLVED that the following sums are hereby appropriated as the budget for the City of Farmington for fiscal year 2017-2018, beginning July 1, 2017 and ending June 30, 2018:

GENERAL FUND

Beginning Fund Balance (Projected)	\$	2,494,340
Revenues		
Property Taxes	\$	4,624,175
Licenses & Permits		166,200
Federal Grants		23,622
State Shared Revenues & Grants		1,056,428
Charges For Services		2,037,217
Fines & Forfeits		455,500
Other Revenues		211,360
Transfer, Capital Improvement Fund		254,000
Total Revenues	\$	8,828,502
Expenditures		
General Government	\$	1,987,336
Court		528,260
Public Safety		3,776,261
Public Services		1,167,773
Health & Welfare		7,359
Community & Economic Development		229,549
Recreation & Cultural		757,685
Transfer, Debt		717,607
Total Expenditures	\$	9,171,830
Ending Fund Balance	\$	2,151,012

STREET FUNDS

MAJOR STREET FUND:

Beginning Fund Balance (Projected)	\$ 260,849
Revenues	
State Shared Revenue	\$ 541,891
Contracts and Grants	108,783
Other Revenues	500
Transfer, Municipal Street Fund	15,000
Total Revenues	\$ 666,174
Expenditures	
Construction	\$ 140,000
Operation & Maintenance	341,579
Debt Service	143,700
Total Expenditures	\$ 625,279
Ending Fund Balance	\$ 301,744

LOCAL STREET FUND:

Beginning Fund Balance (Projected)	\$ 127,406
Revenues	
State Shared Revenue	\$ 228,911
Special Assessments	10,050
Other Revenues	12,642
Transfer, Municipal Street Fund	436,500
Total Revenues	\$ 688,103
Expenditures	
Construction	\$ 436,500
Operation & Maintenance	209,976
Total Expenditures	\$ 646,476
Ending Fund Balance	\$ 169,033

MUNICIPAL STREET FUND:

Beginning Fund Balance (Projected)	\$ 418,099
Revenues	
Property Taxes	\$ 473,521
State Shared Revenue	6,000
Other Revenues	4,000
Total Revenues	\$ 483,521
Expenditures	
Transfer, Major Street Fund	\$ 15,000
Transfer, Local Street Fund	436,500
Total Expenditures	\$ 451,500
Ending Fund Balance	\$ 450,120

CAPITAL PROJECTS FUNDS

CAPITAL IMPROVEMENT FUND

Beginning Fund Balance (Projected)	\$	239,016
Revenues		
Investment Income	\$	2,700
Transfer, Theater Fund		25,000
Total Revenues	\$	27,700
Expenditures		
Transfer, General Fund	\$	254,000
Total Expenditures	\$	254,000
Ending Fund Balance	\$	12,716

ENTERPRISE FUNDS

WATER & SEWER FUND:

Beginning Fund Balance (Projected)	\$	2,731,315
Revenues		
Water & Sewer Sales	\$	4,952,192
Other Revenues		104,000
Total Revenues	\$	5,056,192
Expenditures		
Operations & Maintenance	\$	4,349,346
Capital Outlay		609,764
Debt, Principal and Interest		317,768
Transfer, OPEB Debt Service		22,967
Total Expenditures	\$	5,299,845
Ending Fund Balance	\$	2,487,662

FARMINGTON COMMUNITY THEATER FUND:

Beginning Fund Balance (Projected)	\$	44,462
Revenues		
Admissions/Rentals/Concessions	\$	576,870
Other Revenues		2,000
Total Revenues:	\$	578,870
Expenditures		
Operations & Maintenance	\$	563,743
Capital Outlay		13,000
Total Expenditures	\$	576,743
Ending Fund Balance	\$	46,589

DEBT SERVICE FUNDS

NONVOTED DEBT SERVICE FUND:

Beginning Fund Balance (Projected)	\$	205
Revenues		
Transfer, General Fund	\$	160,924
Total Revenues	\$	160,924
Expenditures		
Building Authority Lease	\$	160,924
Total Expenditures	\$	160,924
Ending Fund Balance	\$	205

SPECIAL ASSESSEMENT DEBT SERVICE FUND

Beginning Fund Balance (Projected)	\$	2,755
Revenues		
Special Assessment	\$	31,179
Other Revenues		3,658
Transfer, General Fund		120,323
Total Revenues	\$	155,160
Expenditures		
Bonds, Principal	\$	140,000
Bonds, Interest		14,860
Bonds, Paying Agent		300
Total Expenditures	\$	155,160
Ending Fund Balance	\$	2,755

STREETSCAPE DEBT SERVICE FUND

Beginning Fund Balance (Projected)	\$	-
Revenues		
DDA Contribution	\$	79,151
Total Revenues	\$	79,151
Expenditures		
Bonds, Principal	\$	45,000
Bonds, Interest		33,851
Bonds, Paying Agent		300
Total Expenditures	\$	79,151
Ending Fund Balance	\$	-

DRAKESHIRE SPECIAL ASSESSMENT DEBT SERVICE

Beginning Fund Balance (Projected)	\$	1,337
Revenues		
Other Revenues	\$	9,600
Special Assessment		80,000
Total Revenues	\$	89,600
Expenditures		
Bonds, Principal	\$	80,000
Bonds, Interest		9,600
Total Expenditures	\$	89,600
Ending Fund Balance	\$	1,337

DEBT SERVICE FUNDS

GROVE SPECIAL ASSESSMENT DEBT SERVICE FUND

Beginning Fund Balance (Projected)	\$ 33
Revenues	
Special Assessment	\$ 35,000
Other Revenues	21,375
DDA Contribution	32,008
Total Revenues	\$ 88,383
Expenditures	
Bonds, Principal	\$ 55,000
Bonds, Interest	33,133
Bonds, Paying Agent	250
Total Expenditures	\$ 88,383
Ending Fund Balance	\$ 33

OPEB - 2013 LTGO BONDS

Beginning Fund Balance (Projected)	\$ 6,085
Revenues	
Transfer, General Fund	\$ 436,360
Transfer, Water & Sewer	22,966
Total Revenues	\$ 459,326
Expenditures	
Bonds, Principal	\$ 60,000
Bonds, Interest	399,076
Bonds, Paying Agent	250
Total Expenditures	\$ 459,326
Ending Fund Balance	\$ 6,085

INTERNAL SERVICE FUNDS

EMPLOYEE ACCRUED BENEFITS FUND		
Beginning Fund Balance (Projected)	\$	27,598
Revenues		
Transfers from Other Funds	\$	10,000
Other Revenues		1,500
Total Revenues:	\$	11,500
Expenditures		
Salaries, Accrued Benefits	\$	10,000
Total Expenditures	\$	10,000
Ending Fund Balance	\$	29,098

SELF INSURANCE FUND:		
Beginning Fund Balance (Projected)	\$	225,658
Revenues		
Charges for Service	\$	200,195
Other Revenues		4,300
Total Revenues	\$	204,495
Expenditures		
Claims Expense	\$	30,000
Admin and Reinsurance		171,269
Total Expenditures	\$	201,269
Ending Fund Balance	\$	228,884

DPW EQUIPMENT REVOLVING FUND		
Beginning Fund Balance (Projected)	\$	301,557
Revenues		
Equipment Rental	\$	465,200
Other Revenues		6,500
Total Revenues	\$	471,700
Expenditures		
Operations & Maintenance	\$	277,888
Capital Outlay		62,000
Total Expenditures	\$	339,888
Ending Fund Balance	\$	433,369

BE IT FURTHER RESOLVED that the City Manager shall prepare for the Council a financial report each quarter on the status of City funds as contained within the City budget.

ROLL CALL:

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

SUSAN K. HALBERSTADT, CITY CLERK

.....
I, Susan K. Halberstadt, duly authorized Clerk for the City of Farmington, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Farmington City Council at a regular meeting held on Monday, June 19, 2017, in the City of Farmington, Oakland County, Michigan.

SUSAN K. HALBERSTADT, CITY CLERK



June 16, 2017

TO: Honorable Mayor and City Council
FROM: David Murphy, City Manager & DDA Executive Director
SUBJECT: FY2017-2018 BUDGET – FINAL REVIEW

BACKGROUND:

Please find attached for your review the final proposed DDA budget for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

Please note the following highlights of the work plan and budget discussed at the April 24, 2017 council work session:

- The proposed budget aligns with the project-based work plan that was developed with board prioritization exercises and Executive Committee review;
- Revenue sources are projected to increase slightly for 2017-2018; we anticipate growth in the following fiscal year with the additional investment of the Brownstones at the Orchards fully realized. The DDA will begin levying approximately two mills for operations generating \$40,600, but will lower the Principal Shopping District Special Assessment from \$216,000 to \$180,000. The two mill DDA levy is capped in 2017 at 1.9705 mills.
- Special events are intended to remain self-sustaining;
- Major projects to be proposed for funding include debt retirement, parking lot signage, rapid flashing beacons and capital outlay for land acquisition.

The DDA will not have a balanced budget and will spend down fund balance to achieve the proposed work plan. Revenue is budgeted at \$572,700; expenditures budgeted at \$758,559.

Should you have questions in advance of the June 19, 2017 council meeting, do not hesitate to contact me.

RESOLUTION

A RESOLUTION OF THE FARMINGTON CITY COUNCIL ADOPTING THE FISCAL YEAR 2017-2018 BUDGET FOR THE FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY.

WHEREAS, the Farmington Downtown Development Authority (DDA) presented a proposed budget to the City Council for Fiscal Year 2017-2018 in the amount of \$758,559; and

WHEREAS, the DDA also provides a work plan associated with the proposed budget; and

WHEREAS, the City Council adopted a resolution at its February 21, 2017 meeting to renew the Principal Shopping District (PSD) special assessment for five year period; and

WHEREAS, the PSD renewal resolution authorized the PSD assessment to be set at \$180,000 for Fiscal Year 2017-2018; and

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council hereby adopts the Fiscal Year 2017-2018 Downtown Development Authority Budget in the amount of \$758,559.

BE IT FURTHER RESOLVED that the Farmington City Council hereby sets the Principal Shopping District special assessment for Fiscal Year 2017-2018 at \$180,000 in accordance with the attached assessment roll.

BE IT FURTHER RESOLVED that to meet the requirements for budgeted appropriations of the Farmington Downtown Development Authority, the City Treasurer is hereby directed to spread taxes on real and personal property located within the boundaries of the Farmington Downtown Development Authority District in the amount of one dollar and ninety-seven and five hundredth cents (\$1.9705) per thousand dollars of Taxable Value, and

BE IT FURTHER RESOLVED that the City Treasurer is directed to collect incremental taxes eligible for capture under an incremental financing plan established by the Farmington Downtown Development Authority and disburse the captured tax revenues to the Authority.

BUDGET REPORT FOR CITY OF FARMINGTON
Calculations as of 12/31/2016

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 12/31/16	2016-17 PROJECTED ACTIVITY	2017-18 DEPT REQ BUDGET	NOTES
ESTIMATED REVENUES								
Dept 000.00								
248-000.00-403.001	PROPERTY TAXES, OPR, REV	0	(4,843)	0	0	0	0	
248-000.00-403.006	PROPERTY TAXES, TWO MILL LEVY	0	0	0	0	0	40,600	Activate; reduced to 1.9705 mills
248-000.00-403.007	PROPERTY TAXES, TIFA	239,028	244,392	245,000	197,367	245,000	267,000	
248-000.00-445.001	INTEREST, PROP TAX REV	0	0	0	0	0	0	
248-000.00-573.000	LOCAL COMMUNITY STABILIZATION APPRO	12,803	12,803	12,000	0	0	10,000	
248-000.00-580.000	CONTRIBUTION, GROVE	0	0	0	0	0		Deactivate
248-000.00-654.000	VENDOR FEES	0	0	0	0	0		Deactivate
248-000.00-664.000	INVESTMENT INCOME	854	2,346	1,000	957	1,000	1,000	
248-000.00-665.000	INTEREST INCOME	0	0	0	0	0		Deactivate
248-000.00-669.000	RENTAL/LEASE INCOME	39,564	0	0	0	0		Deactivate
248-000.00-671.000	REVENUES, OTHER	315	0	0	0	0		Deactivate
248-000.00-673.000	SALE OF CAPITAL ASSETS, GAIN/LOSS	331,285	(34,100)	0	0	0	0	
248-000.00-675.008	CONTRIBUTIONS, DESIGNATED	0	0	0	0	0		Deactivate
248-000.00-679.000	HEALTH INSURANCE CONTRIBUTIONS	0	0	0	0	0		Deactivate
248-000.00-698.000	PROCEEDS FROM GF LOAN	0	0	0	0	0		Deactivate
248-000.00-699.407	TRANSFER, GRAND RIVER STREETScape	0	0	0	0	0		Deactivate
Totals for dept 000.00-		623,849	220,598	258,000	198,324	246,000	318,600	
Dept 759.00-PRINCIPAL SHOPPING DISTRICT								
248-759.00-671.000	REVENUES, OTHER	15,060	15,283	10,000	1,914	10,000	10,000	
248-759.00-672.001	DDA DISTRICT, SP ASSESSMENT	216,000	216,000	216,000	115,741	216,000	178,000	Increased to offset loss to 2-mill levy
Totals for dept 759.00-PRINCIPAL SHOPPING DISTRICT		231,060	231,283	226,000	117,655	226,000	188,000	
Dept 762.00-ART ON THE GRAND								
248-762.00-646.000	SALES, CONCESSIONS	0	0	0	0	0	0	Deactivate
248-762.00-654.000	VENDOR FEES	2,058	2,443	2,000	0	2,000	2,500	
248-762.00-654.100	SPONSORSHIPS	3,800	5,400	4,000	0	5,000	5,000	
248-762.00-671.000	REVENUES, OTHER	4,055	4,050	4,000	0	5,000	5,000	
Totals for dept 762.00-ART ON THE GRAND		9,913	11,893	10,000	0	12,000	12,500	
Dept 764.00-HARVEST MOON CELEBRATION								
248-764.00-646.000	CONCESSION, HARVEST MOON	24,990	24,507	20,000	28,241	28,241	20,000	
248-764.00-651.000	ADMISSIONS, HARVEST MOON	14,874	15,325	13,000	18,347	18,347	13,000	
248-764.00-654.000	VENDOR FEES	0	0	0	0	0		Deactivate
248-764.00-654.100	SPONSORSHIPS	12,372	3,998	4,000	2,200	2,200	3,000	
248-764.00-671.000	REVENUES, OTHER	1,679	347	1,000	600	600	1,000	
Totals for dept 764.00-HARVEST MOON CELEBRATION		53,915	44,177	38,000	49,388	49,388	37,000	
Dept 766.00-RHYTHMZ IN RILEY PARK								
248-766.00-654.100	SPONSORSHIPS	14,800	14,300	15,600	2,200	15,600	16,600	
248-766.00-671.000	REVENUES, OTHER	0	0	0	0	0	0	
Totals for dept 766.00-RHYTHMZ IN RILEY PARK		14,800	14,300	15,600	2,200	15,600	16,600	
TOTAL ESTIMATED REVENUES		967,915	522,251	547,600	367,567	548,988	572,700	

BUDGET REPORT FOR CITY OF FARMINGTON
Calculations as of 12/31/2016

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 12/31/16	2016-17 PROJECTED ACTIVITY	2017-18 DEPT REQ BUDGET	NOTES
APPROPRIATIONS								
Dept 000.00								
248-000.00-706.000	SALARIES, FULL TIME	0	0	0	0	0	0	
248-000.00-707.000	SALARIES, PART-TIME/TEMP	0	0	0	0	0	10,000	
248-000.00-709.000	SALARIES, OVERTIME	0	0	0	0	0	0	
248-000.00-719.000	FRINGE BENEFITS	0	0	0	0	0	0	
248-000.00-720.007	PYMT IN LIEU OF HOSP INS	0	0	0	0	0	0	
248-000.00-720.100	FICA, EMPLOYER'S SHARE	0	0	0	0	0	600	
248-000.00-720.900	CONTRIBUTION, RETIREES HEALTH	0	0	0	0	0	0	
248-000.00-727.000	OFFICE SUPPLIES	678	302	500	297	500	500	
248-000.00-728.000	POSTAGE, METER	893	1,072	1,000	472	2,000	1,000	
248-000.00-728.001	POSTAGE, OTHER	12	10	0	0	0	0	
248-000.00-740.000	OPERATING SUPPLIES	0	0	0	0	0	0	Deactivate
248-000.00-740.500	NON-CAPITALIZED ASSETS	0	0	0	0	0	0	
248-000.00-801.000	PROFESSIONAL SERVICES	11,339	26,520	55,000	23,050	37,000	20,000	Design services for items in line 93; 2016-17 adds master plan reimbursement to city
248-000.00-801.006	SEASONAL DECORATIONS,GARDENING	0	0	0	0	0	20,000	
248-000.00-818.000	CONTRACTUAL SERVICES	66,000	66,000	71,000	33,000	71,000	76,000	JOA, parking enforcement, treasury
248-000.00-853.000	TELECOMMUNICATIONS	661	681	600	209	600	600	
248-000.00-860.000	TRANSPORTATION	1,094	899	500	397	500	500	
248-000.00-941.000	RENTALS	508	650	1,500	250	1,500	1,500	
248-000.00-956.000	MISCELLANEOUS EXPENSE	2,908	1,055	4,300	944	4,000	4,000	
248-000.00-958.501	MEMBERSHIPS, SUBSCRIPTIONS	580	550	600	200	600	600	
248-000.00-958.502	PROFESSIONAL DEV, CONFERENCES	1,412	1,789	2,000	0	2,000	2,000	
248-000.00-967.001	CONTINGENCY	932	0	0	0	0	0	
248-000.00-967.002	EVENT SHORTFALL	0	0	0	0	0	0	
248-000.00-968.000	DEPRECIATION EXPENSE	48,039	38,234	0	0	0	0	
248-000.00-969.300	CONTRIBUTION-STREETSCAPE	50,000	0	0	0	0	0	
248-000.00-970.000	CAPITAL OUTLAY	252	19,748	10,000	379	15,500	157,000	public art (2) \$10K; wayfinding sign \$3K; parking signs \$60K; 4 more RFBs \$80K; speed limit radar unit \$4K
248-000.00-971.000	CAPITAL OUTLAY, LAND	0	0	0	0	0	100,000	
248-000.00-990.000	DEBT SERVICE	475,978	113,187	111,000	18,294	112,272	111,159	Reflects city budget
Totals for dept 000.00-		661,286	270,697	258,000	77,492	247,472	505,459	
Dept 759.00-PRINCIPAL SHOPPING DISTRICT								
248-759.00-707.000	SALARIES, PART-TIME/TEMP	0	0	0	0	10,000	0	
248-759.00-720.100	FICA, EMPLOYER'S SHARE	0	0	0	0	600	0	
248-759.00-801.000	PROFESSIONAL SERVICES	4,625	0	0	0	0	0	
248-759.00-801.006	SEASONAL DECORATIONS,GARDENING	6,594	8,734	10,000	1,475	6,000	0	Use DDA GF #
248-759.00-818.000	CONTRACTUAL SERVICES	0	36,000	36,000	18,000	36,000	40,000	Adds 1 day of extra trash can sweep 6 months, slight increase for DPW
248-759.00-880.000	COMMUNITY PROMOTION	10,288	8,273	24,000	2,279	18,000	20,000	Gen Mkt: web, print, kiosks, maps, etc
248-759.00-880.015	BUSINESS DEVELOPMENT	3,231	2,288	4,000	969	5,000	5,000	F2F, iF, other
248-759.00-880.100	RETAIL PROMOTIONS	0	3,385	7,000	949	4,500	7,000	LNO, sidewalk sales
248-759.00-880.110	COMMUNITY PROMO, ICE RINK	0	2,756	3,000	365	3,000	0	
248-759.00-880.125	COMMUNICATIONS	13,519	10,340	15,000	5,342	15,000	10,000	Condensed MSM
248-759.00-880.200	VOLUNTEER MANAGEMENT	0	1,657	4,000	500	4,000	4,000	
248-759.00-920.000	PUBLIC UTILITIES	22,815	17,019	18,000	6,222	18,000	18,000	
248-759.00-930.000	REPAIRS & MAINTENANCE	104,490	75,378	105,000	37,287	100,000	83,000	
248-759.00-972.000	CAPITAL OUTLAY, LAND IMPROVE	0	0	0	0	0	0	
Totals for dept 759.00-PRINCIPAL SHOPPING DISTRICT		165,562	165,830	226,000	73,388	220,100	187,000	

BUDGET REPORT FOR CITY OF FARMINGTON
 Calculations as of 12/31/2016

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 12/31/16	2016-17 PROJECTED ACTIVITY	2017-18 DEPT REQ BUDGET	NOTES
Dept 762.00-ART ON THE GRAND								
248-762.00-706.000	SALARIES, FULL TIME	0	0	0	0	0		Deactivate
248-762.00-707.000	SALARIES, PART-TIME/TEMP	0	0	0	0	0		Deactivate
248-762.00-709.000	SALARIES, OVERTIME	0	0	0	0	0		Deactivate
248-762.00-719.000	FRINGE BENEFITS	0	0	0	0	0		Deactivate
248-762.00-720.100	FICA, EMPLOYER'S SHARE	0	0	0	0	0		Deactivate
248-762.00-727.000	OFFICE SUPPLIES	0	0	500	0	0	0	
248-762.00-728.000	POSTAGE, METER	0	0	0	0	0		Deactivate
248-762.00-728.001	POSTAGE, OTHER	0	0	0	0	0		Deactivate
248-762.00-740.010	CONCESSION SUPPLIES	0	0	0	0	0		Deactivate
248-762.00-853.000	TELECOMMUNICATIONS	0	0	0	0	0		Deactivate
248-762.00-860.000	TRANSPORTATION	0	0	0	0	0		Deactivate
248-762.00-880.000	COMMUNITY PROMOTION	6,928	6,649	7,500	950	7,000	7,500	
248-762.00-880.009	ENTERTAINMENT	0	0	0	0	3,500	3,500	
248-762.00-941.000	RENTALS	0	0	0	0	0	0	
248-762.00-943.000	EQUIPMENT RENTAL	1,550	1,550	1,500	0	1,500	1,500	
248-762.00-956.000	MISCELLANEOUS EXPENSE	15	0	500	0	0	0	
Totals for dept 762.00-ART ON THE GRAND		8,493	8,199	10,000	950	12,000	12,500	
Dept 764.00-HARVEST MOON CELEBRATION								
248-764.00-706.000	SALARIES, FULL TIME	0	0	0	0	0		Deactivate
248-764.00-707.000	SALARIES, PART-TIME/TEMP	0	0	0	0	0		Deactivate
248-764.00-709.000	SALARIES, OVERTIME	0	0	0	0	0		Deactivate
248-764.00-719.000	FRINGE BENEFITS	0	0	0	0	0		Deactivate
248-764.00-720.100	FICA, EMPLOYER'S SHARE	0	0	0	0	0		Deactivate
248-764.00-727.000	OFFICE SUPPLIES	29	163	1,000	106	106	500	
248-764.00-728.000	POSTAGE, METER	0	0	0	0	0		Deactivate
248-764.00-740.010	CONCESSION SUPPLIES	16,321	15,862	16,000	13,572	13,572	16,000	
248-764.00-818.000	CONTRACTUAL SERVICES	5,000	0	0	0	0	0	
248-764.00-880.000	COMMUNITY PROMOTION	4,144	6,633	6,500	4,996	4,996	5,500	
248-764.00-880.009	ENTERTAINMENT	3,158	2,300	2,500	2,500	2,500	3,000	
248-764.00-941.000	RENTALS	0	0	0	0	0	0	
248-764.00-943.000	EQUIPMENT RENTAL	7,098	7,140	8,000	6,940	6,940	8,000	
248-764.00-956.000	MISCELLANEOUS EXPENSE	5,791	7,052	4,000	3,421	3,421	4,000	
248-764.00-969.000	CONTRIBUTIONS, ICE RINK	9,000	0	0	0	0	0	
Totals for dept 764.00-HARVEST MOON CELEBRATION		50,541	39,150	38,000	31,535	31,535	37,000	

BUDGET REPORT FOR CITY OF FARMINGTON
 Calculations as of 12/31/2016

GL NUMBER	DESCRIPTION	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 12/31/16	2016-17 PROJECTED ACTIVITY	2017-18 DEPT REQ BUDGET	NOTES
Dept 766.00-RHYTHMZ IN RILEY PARK								
248-766.00-706.000	SALARIES, FULL TIME	0	0	0	0	0		Deactivate
248-766.00-707.000	SALARIES, PART-TIME/TEMP	0	0	0	0	0		Deactivate
248-766.00-719.000	FRINGE BENEFITS	0	0	0	0	0		Deactivate
248-766.00-720.100	FICA, EMPLOYER'S SHARE	0	0	0	0	0		Deactivate
248-766.00-727.000	OFFICE SUPPLIES	0	0	0	0	0		Deactivate
248-766.00-818.000	CONTRACTUAL SERVICES	4,000	5,825	6,400	3,000	6,600	6,600	
248-766.00-853.000	TELECOMMUNICATIONS	0	0	0	0	0		Deactivate
248-766.00-860.000	TRANSPORTATION	0	0	0	0	0		Deactivate
248-766.00-880.000	COMMUNITY PROMOTION	2,176	2,552	2,500	361	2,500	2,850	
248-766.00-880.009	ENTERTAINMENT	5,950	6,675	6,600	4,525	6,600	7,150	
248-766.00-941.000	RENTALS	0	0	0	0	0	0	
248-766.00-943.000	EQUIPMENT RENTAL	0	0	0	0	0	0	
248-766.00-956.000	MISCELLANEOUS EXPENSE	87	0	100	0	0	0	
Totals for dept 766.00-RHYTHMZ IN RILEY PARK		12,213	15,052	15,600	7,886	15,700	16,600	
TOTAL APPROPRIATIONS		949,769	498,928	547,600	191,251	526,807	758,559	
NET OF REVENUES/APPROPRIATIONS - FUND 248		18,146	23,323	0	176,316	22,181	(185,859)	

**Farmington City Council
Staff Report**

**Council Meeting
Date:** June 19, 2017

**Reference
Number**

7C

Submitted by: David Murphy, City Manager

Description Consideration to Adopt Fiscal Year 2017-18 47th District Court, Brownfield Redevelopment Authority, Corridor Improvement Authority and Joint Agency Budgets

Requested Action Move to adopt Fiscal Year 2017-18 Budget Resolution for the 47th District Court, Brownfield Redevelopment Authority, Corridor Improvement Authority and joint agency budgets.

Background City Administration is recommending that the City Council adopt separate budgets for the 47th District Court, the Brownfield Redevelopment Authority, the Corridor Improvement Authority, and the joint agency budgets. The Brownfield Redevelopment Authority and Corridor Improvement Authority are separate agencies of the City. While the City Council is responsible for adopting the budgets for these agencies, they are not involved with its day-to-day management and oversight.

City Administration is recommending that the Council adopt the Fiscal Year 2017-18 Brownfield Redevelopment Authority Budget at \$2,670. A couple of years ago, TCF Bank appealed its property assessment to the Michigan Tax Tribunal and won. This altered the repayment schedule as a result of the reduced tax increment capture to refund them for previous remediation work. There is approximately \$19,000 in fund balance that is available for future environmental studies and/or remediation projects.

The Fiscal Year 2017-18 Budget for the Corridor Improvement Authority is \$5,000. This is part of the original \$90,000 seed funding. We anticipate that the tax increment finance plan should begin with the Fiscal Year 2018-19 budget.

City Administration is recommending a separate budget approval for the 47th District Court that incorporates the total budget and contributions from the City of Farmington and Farmington Hills. The City of Farmington is involved with handling the general accounting, payroll, and administering the budget for the 47th District Court. The Court's budget is reviewed and recommended for approval by both Farmington and Farmington Hills City Councils. It is necessary to formalize this approval by a separate budget adoption procedure. The Fiscal Year 2017-18 Budget for the 47th District Court would be \$3,280,674. The City of Farmington's contribution for Fiscal Year 2017-18 is approximately \$63,000 more than the current fiscal year.

Finally, City Administration is recommending that the joint agency budgets with Farmington Hills also be incorporated into a separate budget approval. This would include budgets for the Children, Youth and Families; Farmington Area Arts Commission; Farmington Youth Assistance; Mayor's Youth Council; Commission on Aging; Citizens Corp for Emergency Preparedness; and Multicultural/Multiracial Council. The total for these agency budgets would be \$7,359.

Agenda Review

Department Head	Finance/Treasurer	City Attorney	City Manager
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RESOLUTION

A RESOLUTION OF THE FARMINGTON CITY COUNCIL ADOPTING THE FISCAL YEAR 2017-18 BUDGETS FOR THE 47th DISTRICT COURT, BROWNFIELD REDEVELOPMENT AUTHORITY, CORRIDOR IMPROVEMENT AUTHORITY, AND JOINT AGENCY BUDGETS.

WHEREAS, the City of Farmington provides funding to agencies shared with the City of Farmington Hills; and

WHEREAS, the City Manager presented a Farmington Brownfield Redevelopment Authority Fiscal Year 2017-18 Budget for the Brownfield Redevelopment Fund in the amount of \$2,670; and

WHEREAS, City Administration recommends a Fiscal Year 2017-18 appropriation of \$5,000 for the Grand River Corridor Improvement Authority; and

WHEREAS, the City of Farmington shares district control unit responsibility for the 47th District Court and as a district control unit is responsible for approving the Court's annual budget and appropriating Farmington's share of funding required to fund the Court budget, and

WHEREAS, the City Councils for the City of Farmington and Farmington Hills reviewed and agreed on the requested budget from the 47th District Court; and

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council hereby adopts the Fiscal Year 2017-18 budgets and approves Farmington's share of funding for the following City authorities and joint agencies:

1. Joint Agencies

Children, Youth and Families	\$ 285
Farmington Area Arts Commission	\$ 96
Farmington Youth Assistance	\$5,108
Mayor's Youth Council	\$ 634
Commission on Aging	\$ 192
Citizens Corp for Emergency Preparedness	\$ 273
Multicultural/Multiracial Council	\$ 771

2. Farmington Brownfield Redevelopment Authority \$ 2,670

3. Grand River Corridor Improvement Authority \$ 5,000

4. 47th District Court

Total Appropriation	\$3,280,674
City of Farmington Hills Contribution	\$2,523,501
City of Farmington Contribution	528,260
Other Revenues	205,913
Appropriation (To) From Fund Balance	<u>23,000</u>
	\$3,280,674

BE IT FURTHER RESOLVED that the City Treasurer is directed to collect incremental taxes eligible for capture under an incremental financing plan established by the Farmington Brownfield Redevelopment Authority and disburse the captured tax revenues to the Authority.

BE IT FURTHER RESOLVED that the City Treasurer is directed to collect incremental taxes eligible for capture under an incremental financing plan established by the Corridor Improvement Authority and disburse the captured tax revenues to the Authority.

**Farmington City Council
Staff Report**

**Council Meeting
Date:** June 19, 2017

**Reference
Number**

Submitted by: David Murphy, City Manager

Description Consideration to Amend Fiscal Year 2016-17 Budget

Requested Action Move to adopt resolution amending Fiscal Year 2016-17 Budget.

Background

Each June, City Administration requests that the City Council adopt a year-end budget amendment. The year-end amendment is based on the estimates provided by departments during the budget process. It includes any construction fund carryovers from the preceding year, one-time items that were discussed during the budget presentation, and simply refining original budget estimates. These estimates were shown in the "FY 2016-17 Projected Activity" column of the budget document presented to City Council on April 17, 2017.

In addition to the changes shown in the Projected Activity column of the Budget Document presented on April 17, 2017, other items were identified and also included with this budget amendment.

Items to highlight include the following:

General Fund

Revenues:

- State Shared Revenue increase of \$29,520 – Local Community Stabilization amount received was \$33,000 higher than projected.
- Charges for Service decrease of \$31,759 – Franchise Fees/Cable TV decrease of funds from AT&T equaling \$22,000. Brighthouse also decreased by \$5,800.
- Other Revenues increase of \$50,763 – increase primarily from insurance recoveries received from Self Insurance Fund for insurance related items.
- Transfer Capital Improvement Fund decrease by \$112,990 due to monies not needing to be transferred to balance 2016-17 budget along with other capital outlays not occurring until the 2017-2018 fiscal year.

Expenditures:

- Public Services increase of \$54,080 - \$30,000 for reclassification of Parks and Maintenance position. Street Lighting increase of \$15,000.
- Economic and Community Development decrease of \$50,253 – \$35,000 Master Plan budget moved to 2017-18 budget year.

Major Street Fund

Revenues:

- Other Revenues increase of \$44,067 – Received Tri-party funds for Rapid Flashing Beacon.

Expenditures:

- Construction increase of \$93,200 – Heritage Lane and Rapid Flashing Beacon Projects added to current year budget.
- Operation and Maintenance decrease of \$44,336 - Winter Maintenance expenditures down due to lower than anticipated snow fall and mild winter.

Local Street Fund

Revenues:

- Transfer, Municipal Street Fund increase by \$339,150 due to local road resurfacing projects added (Hayden, Warner, Cloverdale, Prospect and Chatham Hills).

Expenditures:

- Construction increase of \$382,150 – due to local road resurfacing projects added (listed above).

Municipal Street Fund

Expenditures:

- Transfer, Local Street Fund increase by \$339,150 due to Local Street Road resurfacing projects that were added (listed above).

Capital Improvement Fund

Revenues:

- Sale of Capital Assets, Gen Gov decrease of \$400,000 – Sale of Courthouse Building will not be finalized by June 30, 2017, therefore removed from budget.

Water & Sewer Fund

Revenues:

- Water Service Charge (\$61,000) and Sewer Service Charges (\$77,000) increases – due to higher usage than budgeted.

Expenditures:

- Operations & Maintenance decrease of \$58,455 – Contractual Services, Oakland County less than budgeted in maintenance departments. Also Salary and benefits expense lower in maintenance accounts than anticipated.
- Capital Outlay decrease of \$229,770 – Both Reservoir and U.S. 16 Drain Projects deferred to Fiscal Year 2017-18.

2007 MTA 175 Debt Fund

- Fund has been transferred to be accounted for within the Major Street Fund, from Fiscal Year 2016-17 going forward.

Employee Accrued Benefits Fund

Expenditures:

- Accrued Benefits Salaries increase of \$30,000 – due to anticipated retirements during the current year.

DPW Equipment Revolving Fund

Expenditures:

- Capital Outlay decrease of \$20,000 – Anti-icing equipment to be purchased in Fiscal Year 2017-18.

Self-Insurance Fund

Expenditures:

- Claims Expense increase of \$60,000 – higher than anticipated due to additional claims and Self Insurance fund reimbursing general fund for insurance related items.

Notable additional changes not shown in the Projected Activity column of the Budget Document presented on April 17, 2017, include the following:

General Fund

Revenues:

- Increased Other Revenue by \$30,000 for a donation for Power Cemetery.

Expenditures:

- Increased General Government expenditures (for Cemetery dept.) by \$30,000, related to above donation received in revenues.
- Increased Public Services and Decreased Recreation & Culture each \$30,000 for reclassification of Parks and Maintenance position. (mentioned above)

Local Street Fund

Expenditures:

- Increased maintenance program (Operations & Maintenance) by \$15,000.

Agenda Review

Department Head	Finance/Treasurer	City Attorney	City Manager
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CITY OF FARMINGTON
RESOLUTION _____

Motion by, _____ seconded by, _____, to adopt the following resolution:

BE IT RESOLVED that the Farmington City Council hereby adjusts the FY 2016-17 budget as shown below; Budget Amendment No. 2; and

GENERAL FUND			
	<u>From</u>	<u>To</u>	<u>Inc./ (Decr)</u>
Beginning Fund Balance	\$ 2,651,201	\$ 2,651,201	\$ -
Revenues			
Property Taxes	\$ 4,439,504	\$ 4,446,163	\$ 6,659
Licenses & Permits	137,350	137,200	(150)
Federal Grants	37,732	36,138	(1,594)
State Shared Revenues & Grants	1,074,095	1,103,615	29,520
Charges For Services	2,083,883	2,052,124	(31,759)
Fines & Forfeits	470,500	455,900	(14,600)
Other Revenues	249,565	300,328	50,763
Transfer, Capital Improvement Fund	264,990	152,000	(112,990)
Total Revenues	\$ 8,757,619	\$ 8,683,468	\$ (74,151)
Expenditures			
General Government	\$ 1,828,090	\$ 1,825,409	\$ (2,681)
Court	465,397	465,397	-
Public Safety	3,612,899	3,635,881	22,982
Public Services	1,041,575	1,095,655	54,080
Community and Economic Development	240,903	190,650	(50,253)
Health & Welfare	7,215	7,215	-
Recreation & Cultural	854,203	864,163	9,960
Transfer, Debt Service	707,337	695,959	(11,378)
Total Expenditures	\$ 8,757,619	\$ 8,780,329	\$ 22,710
Ending Fund Balance	\$ 2,651,201	\$ 2,554,340	\$ (96,861)

STREET FUNDS

MAJOR STREET FUND:			
	<u>From</u>	<u>To</u>	<u>Inc./ (Decr)</u>
Beginning Fund Balance	\$ 356,715	\$ 356,715	\$ -
Revenues			
State Shared Revenue	\$ 489,400	\$ 489,400	\$ -
Contracts and Grants	102,614	97,780	(4,834)
Other Revenue	500	44,567	44,067
Transfer, Municipal Street Fund	70,000	45,333	(24,667)
Transfer, Capital Improvement Fund	-	-	-
Total Revenues	\$ 662,514	\$ 677,080	\$ 14,566
Expenditures			
Construction	\$ 127,745	\$ 220,945	\$ 93,200
Operation & Maintenance	335,799	291,463	(44,336)
Transfer to Local Street Fund	117,255	117,255	-
Debt Service Fund	143,283	143,283	-
Total Expenditures	\$ 724,082	\$ 772,946	\$ 48,864
Ending Fund Balance	\$ 295,147	\$ 260,849	\$ (34,298)

LOCAL STREET FUND:			
	<u>From</u>	<u>To</u>	<u>Inc./ (Decr)</u>
Beginning Fund Balance	\$ 152,866	\$ 152,866	\$ -
Revenues			
State Shared Revenue	\$ 206,707	\$ 206,707	\$ -
Special Assessments	10,500	10,050	(450)
Other Revenues	23,300	12,300	(11,000)
Transfer, Municipal Street Fund	150,000	489,150	339,150
Transfer, Major Street Fund	117,255	117,255	-
Total Revenues	\$ 507,762	\$ 835,462	\$ 327,700
Expenditures			
Construction	\$ 286,255	\$ 668,405	\$ 382,150
Operation & Maintenance	205,143	207,517	2,374
Total Expenditures	\$ 491,398	\$ 875,922	\$ 384,524
Ending Fund Balance	\$ 169,230	\$ 112,406	\$ (56,824)

MUNICIPAL STREET FUND:			
	<u>From</u>	<u>To</u>	<u>Inc./ (Decr)</u>
Beginning Fund Balance	\$ 636,489	\$ 636,489	\$ -
Revenues			
Property Taxes	\$ 303,406	\$ 303,154	\$ (252)
State Shared Revenue	-	8,939	8,939
Other Revenue	1,600	4,000	2,400
Total Revenues	\$ 305,006	\$ 316,093	\$ 11,087
Expenditures			
Transfer, Local Street Fund	\$ 150,000	\$ 489,150	\$ 339,150
Transfer, Major Street Fund	70,000	45,333	(24,667)
Total Expenditures	\$ 220,000	\$ 534,483	\$ 314,483
Ending Fund Balance	\$ 721,495	\$ 418,099	\$ (303,396)

CAPITAL PROJECTS FUNDS

CAPITAL IMPROVEMENT			
CAPITAL PROJECTS FUND:			
	<u>From</u>	<u>To</u>	<u>Inc./ (Decr)</u>
Beginning Fund Balance	\$ 388,316	\$ 388,316	\$ -
Revenues			
Investment Income	\$ -	\$ 2,700	\$ 2,700
Sale of Capital Assets, Gen Gov	400,000	-	(400,000)
Total Revenues	\$ 400,000	\$ 2,700	\$ (397,300)
Expenditures			
Transfer, General Operating	264,990	152,000	(112,990)
Total Expenditures	\$ 264,990	\$ 152,000	\$ (112,990)
Ending Fund Balance	\$ 523,326	\$ 239,016	\$ (284,310)

ENTERPRISE FUNDS

WATER & SEWER FUND:			
	<u>From</u>	<u>To</u>	<u>Inc./ (Decr)</u>
Beginning Fund Balance	\$ 2,779,670	\$ 2,779,670	\$ -
Revenues			
Water Service Charges	1,994,983	2,055,712	60,729
Sewer Service Charges	2,583,485	2,660,198	76,713
Bond Proceeds	112,000	107,401	(4,599)
Total Revenues	\$ 4,690,468	\$ 4,823,311	\$ 132,843
Expenditures			
Operations & Maintenance	\$ 4,127,013	\$ 4,068,558	\$ (58,455)
Capital Outlay	691,003	461,233	(229,770)
Transfer, OPEB Debt Service	22,771	22,784	13
Debt, Principal and Interest	318,591	319,091	500
Total Expenditures	\$ 5,159,378	\$ 4,871,666	\$ (287,712)
Ending Fund Balance	\$ 2,310,760	\$ 2,731,315	\$ 420,555

FARMINGTON COMMUNITY THEATER FUND:			
	<u>From</u>	<u>To</u>	<u>Inc./ (Decr)</u>
Beginning Fund Balance	\$ 62,930	\$ 62,930	\$ -
Revenues			
Admissions/Rentals/Concessions	\$ 608,544	\$ 584,970	\$ (23,574)
Other Revenues	350	2,040	1,690
Total Revenues:	\$ 608,894	\$ 587,010	\$ (21,884)
Expenditures			
Operations & Maintenance	\$ 523,187	\$ 543,878	\$ 20,691
Capital Outlay	31,000	31,000	-
Debt Service	30,600	30,600	-
Total Expenditures	\$ 584,787	\$ 605,478	\$ 20,691
Ending Fund Balance	\$ 87,037	\$ 44,462	\$ (42,575)

DEBT SERVICE FUNDS

2007 MTA 175 DEBT FUND			
	<u>From</u>	<u>To</u>	<u>Inc./(Decr)</u>
Beginning Fund Balance (Projected)	\$ -	\$ -	\$ -
Revenues			
Transfer, Major Street Fund	\$ 143,283	\$ -	\$ (143,283)
Total Revenues:	\$ 143,283	\$ -	\$ (143,283)
Expenditures			
Bonds, Principal	\$ 115,000	\$ -	\$ (115,000)
Bonds, Interest	27,983	-	(27,983)
Bonds, Paying Agent	300	-	(300)
Total Expenditures	\$ 143,283	\$ -	\$ (143,283)
Ending Fund Balance	\$ -	\$ -	\$ -

GENERAL DEBT SERVICE FUND			
	<u>From</u>	<u>To</u>	<u>Inc./(Decr)</u>
Beginning Fund Balance (Projected)	\$ 205	\$ 205	\$ -
Revenues			
Transfer, General Fund	\$ 155,353	\$ 143,837	\$ (11,516)
Total Revenues:	\$ 155,353	\$ 143,837	\$ (11,516)
Expenditures			
Debt Service	\$ 155,353	\$ 143,837	\$ (11,516)
Total Expenditures	\$ 155,353	\$ 143,837	\$ (11,516)
Ending Fund Balance	\$ 205	\$ 205	\$ -

2013 LTGO BONDS (OPEB) FUND			
	<u>From</u>	<u>To</u>	<u>Inc./(Decr)</u>
Beginning Fund Balance (Projected)	\$ 5,934	\$ 5,934	\$ -
Revenues			
Transfer, General Fund	\$ 432,655	\$ 432,793	\$ 138
Transfer, Water & Sewer	22,771	22,784	13
Total Revenues:	\$ 455,426	\$ 455,577	\$ 151
Expenditures			
Bonds, Principal	\$ 55,000	\$ 55,000	\$ -
Bonds, Interest	400,176	400,176	-
Bonds, Paying Agent	\$ 250.00	\$ 250.00	-
Total Expenditures	\$ 455,426	\$ 455,426	\$ -
Ending Fund Balance	\$ 5,934	\$ 6,085	\$ 151

INTERNAL SERVICE FUNDS

EMPLOYEE ACCRUED BENEFITS FUND			
	<u>From</u>	<u>To</u>	<u>Inc./ (Decr)</u>
Beginning Fund Balance (Projected)	\$ 56,098	\$ 56,098	\$ -
Revenues			
Other Revenues	\$ 1,000	\$ 1,500	\$ 500
Transfer, General Fund	10,000	10,000	-
Total Revenues:	\$ 11,000	\$ 11,500	\$ 500
Expenditures			
Salaries, Accrued Benefits	\$ 10,000	\$ 40,000	\$ 30,000
Total Expenditures	\$ 10,000	\$ 40,000	\$ 30,000
Ending Fund Balance	\$ 57,098	\$ 27,598	\$ (29,500)

DPW EQUIPMENT REVOLVING FUND			
	<u>From</u>	<u>To</u>	<u>Inc./ (Decr)</u>
Beginning Fund Balance (Projected)	\$ 325,002	\$ 325,002	\$ -
Revenues			
Equipment Rental	\$ 450,245	\$ 453,366	\$ 3,121
Other Revenues	8,600	6,500	(2,100)
Total Revenues	\$ 458,845	\$ 459,866	\$ 1,021
Expenditures			
Operations & Maintenance	\$ 273,790	\$ 256,811	\$ (16,979)
Capital Outlay	246,500	226,500	(20,000)
Total Expenditures	\$ 520,290	\$ 483,311	\$ (36,979)
Ending Fund Balance	\$ 263,557	\$ 301,557	\$ 38,000

SELF INSURANCE FUND			
	<u>From</u>	<u>To</u>	<u>Inc./ (Decr)</u>
Beginning Fund Balance (Projected)	\$ 266,358	\$ 266,358	\$ -
Revenues			
Charges for Service	\$ 191,644	\$ 196,269	\$ 4,625
Other Revenues	3,500	4,300	800
Total Revenues	\$ 195,144	\$ 200,569	\$ 5,425
Expenditures			
Claims Expense	\$ 10,000	\$ 70,000	\$ 60,000
Admin and Reinsurance	166,644	171,269	4,625
Total Expenditures	\$ 176,644	\$ 241,269	\$ 64,625
Ending Fund Balance	\$ 284,858	\$ 225,658	\$ (59,200)

BE IT FURTHER RESOLVED that the City Treasurer is hereby authorized to pay all claims and accounts properly chargeable to the forgoing appropriations, as may be amended by the Council from time to time, provided that said claims and accounts have been lawfully incurred and approved by Council or any other elected or appointed officer of the City authorized to make such expenditures; and

BE IT FURTHER RESOLVED that the City Manager shall prepare for the Council a financial report each quarter on the status of City funds as contained within the City budget.

ROLL CALL:

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

SUSAN K. HALBERSTADT, CITY CLERK

.....
I, Susan K. Halberstadt, duly authorized Clerk for the City of Farmington, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Farmington City Council at a regular meeting held on Monday, June 19, 2017, in the City of Farmington, Oakland County, Michigan.

SUSAN K. HALBERSTADT, CITY CLERK

Farmington City Council Staff Report	Council Meeting Date: June 19, 2017	Reference Number 7E	
Submitted by: David Murphy, City Manager			
Description Consideration to Adopt Resolution to Amend Residential Refuse/Recycling User Charge			
Requested Action Move to adopt resolution to amend Residential Refuse/Recycling User Charge effective July 1, 2017			
<p>Background</p> <p>In 2008, the City established a separate user charge that would be placed on the July and December tax bills for residential units. The Refuse/recycling user charge is structured to cover the full cost of residential refuse collection, yard waste collection, recycling, the household hazardous waste collection program, RRRASOC administrative costs, and the cost associated with the fall leaf collection program.</p> <p>The following condominium units do not receive the leaf collection service in the Fall: Tana Hill (6), Adams Manor (6), Pinewoods (40), Winset (55), Tall Pines (3), and Heritage Village (78). As a result, City Administration is recommending that we establish a separate fee that would exclude the leaf collection costs for these 188 units. The attached resolution establishes a separate charge for the units.</p> <p>Chapter 16 of the City Code contains a provision which allows the City Clerk to waive the recycling fee based on applications verifying economic hardship or permanent physical handicap. Each year, the clerk receives five or six such applications. The contract with Waste Management implemented in October 2008, does not provide a per unit cost breakdown for the solid waste, recycling collection, and yard waste services. The Recycling Assessment, which was \$96.38 in 2007, was based on the cost of recycling, yard waste collection and the City leaf collection program. In 2014, the City Council set the recycling waiver fee at \$110.00. City Administration is recommending that the fee remain at \$110.00.</p>			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

RESOLUTION

A RESOLUTION OF THE FARMINGTON CITY COUNCIL AMENDING RESIDENTIAL REFUSE/RECYCLING USER FEE, AMENDING A REFUSE/RECYCLING FEE WITHOUT THE LEAF COLLECTION PROGRAM, AND AMENDING THE DOLLAR AMOUNT SUBJECT TO THE RECYCLING WAIVER, EFFECTIVE JULY 1, 2017.

WHEREAS, the Farmington City Council is authorized by Section 16-34 of the Code of Ordinances to establish a residential user fee to defray the City's costs for providing solid waste collection and disposal, recycling collection and processing, recycling administration, yard waste collection and processing, leaf collection and processing, and household hazardous waste collection and processing services; and

WHEREAS, the City of Farmington contracts with Waste Management, Inc. to provide solid waste collection, yard waste collection, and recycling collection services for residential customers in the City, for which the City pays a contractual fee; and

WHEREAS, the City of Farmington has agreed to deliver recycled materials to the facility owned by the Resource Recovery and Recycling Authority of Southwest Oakland County (RRRASOC); and

WHEREAS, the City of Farmington, along with other participating communities, contracts with RRRASOC to administer the recycling facility and other recycling programs in exchange for a fee paid to RRRASOC; and

WHEREAS, the City of Farmington participates in the Household Hazardous Waste Collection Program administered by RRRASOC; and

WHEREAS, as part of the City's recycling program, each fall the Farmington Department of Public Works collects and disposes of leaves raked to the curb by residents; and

WHEREAS, the Refuse/Recycling User Fee is intended to defray the City's expenses in providing these services to its residents as estimated in the Fiscal Year 2017-18 Budget, effective July 1, 2017.

WHEREAS, there are 2,790 residential units that currently receive all of the refuse/recycling services within the City of Farmington; and

WHEREAS, there are 188 condominium units that receive all of the refuse/recycling services except for the leaf collection program; and

WHEREAS, in accordance with the preceding, the user fee would be based on the costs incurred by the City for the 2017-18 fiscal year in accordance with the following:

	<u>Annual Budget</u>	<u>Per Unit Cost</u>
Waste Management Service Contract	\$448,004	\$ 150.44
Recycling Administration	12,965	4.35
Hazardous Waste Collection and Services	12,000	4.03
Other Operating Expenses	<u>41,272</u>	<u>13.86</u>
Total	<u>\$514,241</u>	<u>\$ 172.68</u>

WHEREAS, the unit price for residential units receiving leaf collection program service is \$42.31 based on a budgeted cost of \$118,045 for Fiscal Year 2017-18 and 2,790 residential units; and

WHEREAS, Chapter 16, Garbage and Rubbish, of the City Code permits a waiver of the recycling fee based on economic hardship requirements specified in Section 16-34.5 or disability as contained in Section 16-27.5.

WHEREAS, City Administration is recommending that the amount for the recycling economic hardship waiver remain the same at \$110.00.

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council hereby establishes a residential refuse/recycling user fees and recycling waiver amount as indicated below, effective July 1, 2017:

1. Residential Refuse/Recycling fee - \$214.99 with \$107.50 levied with the July 2017 tax bill and \$107.49 on the December 2017 tax bill
2. Residential Refuse/Recycling Fee, Condominiums without Leaf Collection Program - \$172.68 with \$86.34 levied with the July 2017 tax bill and \$86.34 levied on the December 2017 tax bill.
3. The amount to be waived from the user fee for those residents qualifying for the recycling waiver under Section 16-34.5 or the disability waiver pursuant to 16.27-5 of the City Code is \$110.00

AYES:

NAYES:

ABSENT:

ABSTENTIONS:

CERTIFICATION

_____ I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City of Farmington City Council at a regular meeting held on June 19, 2017.

Susan K. Halberstadt, City Clerk

Farmington City Council Staff Report	Council Meeting Date: June 19, 2017	Reference Number 7F	
Submitted by: David Murphy, City Manager			
Description Consideration to Amend Employee Administrative Manual, Non-Union Pay Plan, and City Manager Contract			
Requested Action Move to adopt resolution amending employee administrative manual, non-union pay plan, and City Manager Contract effective July 1, 2017			
<p><u>Background</u></p> <p>City Administration is recommending that the City Council amend the employee administrative manual, non-union pay plan, and City Manager contract effective July 1, 2017. Listed below are the specific amendments and the rationale behind the proposed change. All of the proposed changes are contained in the Fiscal Year 2017-18 Budget and incorporated into the five-year budget forecast. Funds are available for the proposed changes.</p> <ol style="list-style-type: none"> 1. <u>Amend Non-Union Pay Plan</u> (attached) – The pay plan provides an across the board 2.75%. 2. <u>Amend City Manager Contract</u> – Increase pay 2.75% consistent with non-union pay increase. 3. <u>Amend Employer Contribution for Medical and Prescription Coverage</u> – As a matter of policy, the City complies with the monthly hard caps established by the Michigan Department of Treasury for medical and prescription plans. Paragraph 5 of the resolution specifies the monthly amounts the City will contribute based on the 2017 hard cap amounts established by the Michigan Department of Treasury. 			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

**NON-UNION PAY PLAN
EFFECTIVE JULY 1, 2017**

	Starting Range		Maximum 1 Year	Maximum 2 Years	Maximum 3 Years	Maximum 4 Years
	From	To				
<u>Pay Grade 1</u> Public Safety Director Director of Finance and Administration	88,085	92,488	95,263	98,122	101,066	104,098
<u>Pay Grade 2</u> Public Works Superintendent Economic and Community Development Director Public Safety Deputy Director	79,470	83,444	85,946	88,525	91,180	93,916
<u>Pay Grade 3</u> City Clerk	68,844	72,032	74,193	76,420	78,712	81,073
<u>Pay Grade 4</u> Controller Asst Public Works Superintendent Asst to City Manager	59,589	62,570	64,446	66,379	68,371	70,423
<u>Pay Grade 5</u> Deputy Treasurer Building Official/Code Officer	53,313	55,979	57,658	59,388	61,169	63,006
<u>Pay Grade 6</u> Executive Assistant Deputy Clerk	43,451	45,624	46,991	48,402	49,854	51,349

**NON-UNION PAY PLAN
EFFECTIVE JULY 1, 2017**

	Starting Range		Maximum 1 Year	Maximum 2 Years	Maximum 3 Years	Maximum 4 Years
	From	To				
<u>Pay Grade 7</u> Administrative Assistant III	41,575	43,654	44,963	46,311	47,701	49,132
<u>Pay Grade 8</u> Administrative Assistant II	38,920	40,867	42,091	43,354	44,654	45,996
<u>Pay Grade 9</u> Administrative Assistant I Administrative Specialist II	35,451	37,224	38,340	39,491	40,676	41,896

Pay Grade - Part-Time, Permanent

Classified under the appropriate full-time classification with salary pro-rated

Pay Grade - Part-Time, Temporary

Salary set by the appointing officer or body within bugetary appropriations

City Manager's salary is established by employment agreement

Farmington City Council Staff Report	Council Meeting Date: June 19, 2017	Item Number 7G
Submitted by: Sue Halberstadt		
<u>Agenda Topic</u> HAVA Grant Agreement for New Voting Equipment		
<u>Proposed Motion:</u> Move to adopt a resolution authorizing the City Clerk to execute a Help America Vote Act (HAVA) grant agreement between the State of Michigan, Oakland County and the City of Farmington.		
<u>Background:</u> The State of Michigan has advised that the remaining action necessary to move forward with ordering election equipment and software under the Michigan HAVA (Help America Vote Act) Plan and state-appropriated funds, is for the City to adopt a resolution authorizing the Clerk to execute the grant agreement on behalf of the City. As stated in a prior staff report, the Oakland County Clerk selected Hart InterCivic, Inc. as the provider of new election equipment for the County. This is a 10-year contract that provides the City with a “state of the art” voting system, including optical scan tabulators, accessible voting devices and Election Management software. In addition to funding provided under the agreement, the City will incur costs for an extra tabulator and equipment maintenance for the last 5 years of the contract. The grant agreement has been reviewed and approved by our City Attorney. The new equipment will be implemented in this year’s November election. The cities of Farmington and Farmington Hills are planning open houses inviting the public to try out the equipment.		
<u>Materials:</u> HAVA Grant Agreement		

**State Of Michigan
Michigan Department of State
And
Oakland County
City of Farmington
Help America Vote Act (HAVA) Grant Agreement
Voting System Hardware, Firmware and Software
RE: Master Contract
071B7700128 - Hart Intercivic, Inc.**

This Grant Agreement is the mechanism by which Counties, Cities, and Townships apply to the State of Michigan to receive Federal HAVA and State-appropriated funded voting systems, including optical scan tabulators, accessible voting devices and Election Management System (EMS) software, pursuant to the Federal Help America Vote Act (HAVA) of 2002.

Definitions:

“*Contractor*” means the voting system vendor selected by the county.

“*County*” means any county within the State of Michigan.

“*Department*” means the Michigan Department of State.

“*Grantee*” means the county or local jurisdiction entering into this *Grant Agreement*.

“*Local Jurisdiction*” means any city or township within the State of Michigan.

“*Voting Systems*” means optical scan tabulators, accessible voting devices (for use by voters with disabilities), and EMS software (as applicable) acquired by the counties and local jurisdictions statewide and funded by State-appropriated and Federal HAVA funds.

1. Period of Agreement

The *Grant Agreement* process applies to voting system purchases occurring between March 1, 2017 and April 30, 2018.

2. Program, Budget and Agreement

This *Grant Agreement* is to establish a grant program to use State-appropriated and Federal HAVA funds to acquire and implement replacement voting systems throughout the state. Each county, with the involvement of the local jurisdictions within the county, will select one Contractor for the entire county and will develop a countywide implementation plan to replace its voting systems.

Once the county certifies its Contractor selection to the Department, the county will provide the Department with its implementation plan for individual local jurisdictions participating in each planned purchasing phase. The Department will verify the number of voting systems authorized for purchase using State-appropriated and Federal HAVA funds. If changes are required after the *Grant Agreement* is signed and approved, instructions for amending the *Grant Agreement* will be provided and the Grantee will be required to enter into a new *Grant Agreement*.

This grant program only covers the acquisition and implementation of the voting system selected by each county, and the individual voting system components which will be funded utilizing available State-appropriated and Federal HAVA funds. Approved quantities of each voting system component have been determined by the Department and are listed in Section 15 of this *Grant Agreement*.

The Michigan Department of Technology, Management and Budget has entered into a Master Contract with each approved Contractor, which has established maximum statewide prices for each voting system component. The Department has established the available level of grant funding for each component of each Contractor's voting system. State-appropriated and Federal HAVA funding provided via this *Grant Agreement* covers the purchase of the voting system, the software license fee for the EMS software for the full 10-year contract term, and the *initial* service and maintenance period for all components (which covers the acquisition year, plus 4 additional years). The Master Contract includes an *extended* service and maintenance period beyond the *initial* service and maintenance period, for an additional five-year period. Costs for the *extended* service and maintenance period and other additional costs, if any, are the sole responsibility of each individual county / local jurisdiction.

All Contractors will be required to enter into a "purchase agreement" with each local jurisdiction and county in those counties that have selected that Contractor. Typically, this document is the purchase agreement provided by the Contractor. The terms and conditions of the local purchase agreements shall not contradict the Master Contract. The terms of the Master Contract will supercede any conflicting terms in the local purchase agreements.

Each Contractor will enter into a software license agreement with each county and any local jurisdictions that receive EMS. The license agreement shall not contradict any terms contained in the Master Contract. The terms of the Master Contract supercede any conflicting terms in the license agreement.

The Department will initiate voting system orders at the county level, once all *Grant Agreements* for the county are submitted and approved for the designated purchasing phase. Once voting systems have been delivered, tested, and accepted by each Grantee in the county for the designated purchasing phase, the Department will release the State/HAVA funds to the Contractor.

3. General

The individual submitting the *Grant Agreement* must have the proper authority to do so, and must certify in Section 16 of this *Grant Agreement* that this authority has been granted. Examples of authority include, but are not limited to, a resolution from the Board of County Commissioners, City Council or Township Board authorizing the individual submitting the *Grant Agreement* to execute the *Grant Agreement* on behalf of the county, city, or township.

4. Performance

Each Grantee will certify and sign the *Grant Agreement* and forward it to the Department per the instructions provided. The Department will review and, once approved, will provide the Grantee with a copy of this fully-executed *Grant Agreement*, which will serve as Notice of the Grant Award. The Department will initiate equipment orders directly with the Contractor, and will provide the Grantee with the *Acceptance Certificate & Payment Authorization Form*, which must be submitted by the Grantee to the Department within 10 business days of voting system delivery. This form indicates acceptance of equipment and payment authorization.

The Grantee is responsible for overseeing its contractual agreement with the Contractor and is responsible for ensuring Contractor performance. Any subsequent malfunction or performance issue with the voting system must be addressed by the Grantee directly with the Contractor. The Grantee is responsible for maintaining any and all Contractor performance records. The Grantee has the sole responsibility to verify Contractor compliance with delivery dates, terms and conditions of delivery, and equipment verification and testing in accordance with the statewide Master Contract for the Grantee's selected Contractor. The Grantee will be solely responsible for additional costs incurred that are not covered by service, maintenance and warranty provisions in the Master Contract.

Grant funding is not provided for the purchase of additional ("backup") voting systems. The Grantee will be responsible for developing and implementing a backup strategy to ensure continued operation on Election Day, in the event of voting system failure in any individual precinct.

5. Testing, Acceptance and Payment

1. Successful acceptance testing of the voting system shall be completed within 10 business days from the date of delivery.
2. Upon completion of all acceptance testing, the Grantee must complete the State-issued *Acceptance Certificate & Payment Authorization Form* and forward the completed form to the Department.
3. This form will indicate the date of delivery, successful completion of acceptance testing, and will provide authorization to the Department to release funds to the Contractor.
4. Payment to the Contractor shall be made in accordance with the Master Contract with the Grantee's selected Contractor.

6. Ownership of Equipment and Software Purchases: Title

Any voting system purchased pursuant to this *Grant Agreement* is the property of the Grantee.

7. Optional Purchases

If the Grantee desires to purchase additional items beyond those authorized in this *Grant Agreement*, it may do so at its sole expense, outside of this *Grant Agreement*. No State or HAVA funds will be available for such purchases. Prices established via the Master Contract are extended to counties and local jurisdictions by the Contractors for these purposes.

8. Records Maintenance/Retention

The Grantee will maintain a complete set of records and files related to the ordering, delivery, testing, maintenance, and repairs of voting systems. The Grantee shall assure all the terms of this *Grant Agreement* are adhered to and that records and detailed documentation regarding this grant shall be maintained for a period of not less than six (6) years from the date of Contract termination, the date of submission of the final expenditure report or until any litigation and audit findings have been resolved, whichever is later.

9. Management Requirements

Grantee must maintain property records that include a description of the property; a serial number or other identification number; acquisition date; cost of the property; location, use and condition of the property; and any ultimate disposition data including the date of disposal and sale price of the property (if any). Grantee must also maintain records showing 71% Federal participation in the cost of the property.

Grantee must perform a physical inventory of the property and reconcile the results with the property records at least once every two years.

Grantee must develop a control system to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft shall be investigated by the Grantee and reported to the Department.

Grantee must develop adequate maintenance procedures to keep the property in good condition. Grantee agrees to maintain extended service and maintenance coverage for the voting system in years 6-10 of the Master Contract, after the expiration of the initial service and maintenance period. If the Grantee fails to maintain extended service and maintenance coverage for the full Contract period, the Department may require Grantee to pay the Department the full amount of voting system grant funds paid to the vendor for the Grantee's county, city or township.

10. Disposition

When the voting system acquired under this grant is no longer needed, the Department must be notified. Disposition of the equipment will be made as follows:

- Items of equipment with a current per-unit fair market value of less than \$5,000 may be retained, sold or otherwise disposed of with no further obligation to the Department.
- Disposition of EMS software must follow the terms of the Contractor's Software License Agreement.

11. Authorized Access

The Grantee will permit, upon reasonable notification and at reasonable times, access to all records regarding this *Grant Agreement* by the Department and other representatives duly authorized by State or Federal law.

12. Mandatory Conditions

A. Statutory or Regulatory Requirements

The Master Contract for the Grantee's selected Contractor must be incorporated and made a part of the ensuing contract between the Grantee and the Contractor, as a condition for grant approval. The Grantee will comply with applicable Federal and State laws, guidelines, rules and regulations in carrying out the terms of this *Grant Agreement*.

Laws

This is a State of Michigan *Grant Agreement* and is governed by the laws of the State of Michigan. Any dispute arising as a result of this Agreement shall be resolved in the State of Michigan.

Funding

This *Grant Agreement* is subject to and contingent upon the availability and appropriation of Federal funds and any necessary State appropriation.

Costs

The State will not assume any responsibility or liability for costs incurred in relation to this grant.

Cancellation

The Department may cancel the *Grant Agreement* upon failure to comply with the terms of this grant.

Entire Agreement

The *Grant Agreement* shall represent the entire agreement between the State and Grantee and supercedes any prior oral or written agreements, and all other representations between the parties relating to this subject. The State reserves the right to require counties and local jurisdictions to attend required training sessions with regard to new equipment purchases made under HAVA.

Adherence to Terms

The failure of a party to insist upon strict adherence to any term of this *Grant Agreement* shall not be considered a waiver or deprive the party of the right thereafter to insist upon strict adherence to that term, or any other term of the *Grant Agreement*.

B. Other

Additional terms and conditions may be negotiated in the contract between the Grant Applicant and the Contractor as long as they do not conflict with the required terms and conditions of this *Grant Agreement* and Master Contract with the Grantee's selected Contractor.

13. Administration of Agreement

The Grant Manager on behalf of the Department for this *Grant Agreement* and the final *Grant Agreement* will be:

Jeremy Lange, Office of Financial Services
Michigan Department of State

All questions, comments and correspondence regarding this grant process, the *Grant Agreement* and the final *Grant Agreement* must be submitted in writing to the Grant Manager.

14. Completed Agreement

In order to complete this *Grant Agreement*, it must be filled out in its entirety by completing all indicated fields* below, and must be signed by the individual authorized by the county or local jurisdiction to enter into this agreement. The signed grant must be scanned and submitted electronically via the Elections eLearning Center.

15. Voting Systems Authorization

Note: Grant Applicant to fill in all fields indicated (*) below:

This *Grant Agreement* is between the Michigan Department of State and:

Oakland County
City of Farmington

*Grant Manager for County, City, or Township (point of contact for the State):

*Name	
*Title	
*Office Address	
*Office Phone	
*Office Email Address	

Authorized Voting System Component Totals:

Number of Precinct Tabulators Authorized for State-Federal Funding:	6
Number of Absent Voter Counting Board Tabulators Authorized for State-Federal Funding: (funded at precinct tabulator price) *	1
Number of Accessible Voting Devices Authorized for State-Federal Funding:	6
EMS Software Authorized for State-Federal Funding:	No None

16. Special Certification/Signature

The following signatory certifies that the person signing is authorized to sign and enter into this *Grant Agreement*. Further, the signatory has reviewed and agrees to the conditions as outlined in this *Grant Agreement*, and has personally examined and is familiar with the information submitted here, as well as the requirements of the Help America Vote Act, under which this grant has been submitted.

For the COUNTY OR LOCAL JURISDICTION:

*Name: _____

*Title: _____ *Date: _____

*Signature

For the STATE OF MICHIGAN, DEPARTMENT OF STATE:

Cindy Paradine, Director, Office of Financial Services

Signature

Date

**STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF FARMINGTON**

RESOLUTION NO.

At a regular meeting of the City Council of the City of Farmington held on the 19th day of June, 2017 at 7:00 o'clock p.m.

The following resolution was offered by Councilperson _____ and seconded by Councilperson _____:

WHEREAS, the City of Farmington wishes to apply to the State of Michigan to receive Federal HAVA and State-appropriated funding for new voting systems, including optical scan tabulators, accessible voting devices and Election Management (EMS) software, pursuant to the Federal Help America Vote Act (HAVA) of 2002; and

WHEREAS, the State of Michigan must have a resolution as Proof of Authority for entering into a Grant Agreement with the State from all Oakland County jurisdictions prior to initiating voting system orders.

NOW THEREFORE, BE IT RESOLVED, that the Farmington City Council authorizes and directs its City Clerk, Sue Halberstadt, to sign and submit this HAVA grant agreement on behalf of the City of Farmington, Oakland County, Michigan to the State of Michigan.

STATE OF MICHIGAN
COUNTY OF OAKLAND

I, SUE HALBERSTADT, the duly-qualified Clerk of the City of Farmington, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Farmington at a duly-called meeting held on the 19th day of June, 2017, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed by official signature this _____ day of June, 2017.

SUE HALBERSTADT
Clerk, City of Farmington

Farmington City Council Agenda Item	Council Meeting Date: June 19, 2017	Item Number 7H	
Submitted by Charles Eudy, Superintendent			
Agenda Topic Consideration to Approve Construction Estimate No. 2, for the Bel-Aire, Shiawassee, Mooney Street Sewer Rehabilitation and Improvements			
Proposed Motion Move To Approve Construction Estimate No. 2, and the release of retainage held with Bidigare Contractors Inc. in the amount of \$28,371.98 for Division I and III of this contract.			
Background <p>At the October 17, 2016 meeting City Council approved the bid from Bidigare Contractors Inc. of Northville Michigan for the Bel-Aire, Shiawassee, Mooney Street Sewer Rehabilitation and Repairs. The amount approved by Council not to exceed was \$392,415.00, which included a 7% contingency.</p> <p>Orchard Hiltz and McCliment (OHM) has recommended a payment of \$28,371.98 which includes a full release of retainage of (\$18,570.75) for Division I & III of this contract. To date \$269,712.12 of this contract has been earned by Bidigare Contracting Incorporated. This Construction estimate included restoration of completed work consisting of topsoil, seed, mulch, and limited concrete replacement.</p> <p>Division II has been removed from the scope of this contract, but will require funding in the near future. Funding for Division II has been requested in the 2017/18 Fiscal year budget. Bidigare Contractors Incorporated will honor the unit pricing for Division I & II repairs into the 2017/18 Fiscal Year for additional repairs. Administration has been in contact with MDOT and Bidigare Contracting to coordinate scheduling of the Shiawassee Street disconnects</p> <p>Division No. I – Bel-Aire Open Cut Repairs Division No. II –Shiawassee Street Drain Disconnect Division No. III –Mooney Street Drain Disconnect</p>			
Materials Attached Construction Estimate No.2			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager



June 5, 2017

Mr. Chuck Eudy **(Hand Delivered)**
DPW Superintendent
City of Farmington
33720 W. 9 Mile Road
Farmington, Michigan 48335

Regarding: City of Farmington - Bel-Aire, Shiawassee & Mooney Street Sewer Rehabilitation & Improvements
 OHM Job No. 0111-16-0023
 Estimate No. 002

Dear Mr. Eudy:

Enclosed are Construction Estimate No. 2 and a Contractor's Declaration for the referenced project.

Bidigare Contractors, Inc. has completed the work shown on the attached construction estimate for the period ending May 31, 2017 and we would recommend payment to the Contractor in the amount of \$28,371.98.

Please note that this concludes all work and releases retainage for Division 1 and Division III. Division II has not yet started and will be funded differently and not started until the Fiscal Year 2017-2018.

Sincerely,
OHM Advisors

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

Matt Parks, P.E.
Client Representative

cc: John Bidigare, Bidigare Contractors, Inc. (via e-mail)
 Jordon, Bidigare Contractors, Inc. (via e-mail)
 Mitch Master, OHM (via e-mail)
 Jessica Howard, OHM (via e-mail)
 File

P:\0101_0125\0111160020_Bel-Aire_Sub_Open-cut_Repairs_Construction\Estimates\Estimates\No. 002 - FINAL - DIVISION 3 STILL TO BE COMPLETED UNDER DIFFERENT FUNDING SOURCE\Estimate No. 002_final.docx

CONTRACTOR'S DECLARATION

I hereby declare that I have not, during the period December 6th, 2016 to May 31st _____ A.D., 2017

performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for or claim compensation from _____
City of Farmington

, or its agents, in addition to the regular items set forth in the contract numbered 0111-16-023, and dated October 27th _____ A.D., 2016

executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereupon, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

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

Date: 6-5-17

By: [Signature]
Title: Estimator / PR



CONSTRUCTION ESTIMATE

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

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

PROJECT: City of Farmington - Bel-Aire, Shiawassee & Mooney Street Sewer Rehabilitation & Improvements

Job Numbers: 0111-16-0023

Estimate Number: 2

OWNER: City of Farmington Hills

Department of Public Services - Engineering Division, 31555 W. Eleven Mile RD
248-871-2435

Farmington Hills, MI 48336-1165

STATUS: On Schedule

CONTRACTOR: Bidigare Contractors, Inc.

248-735-1113

Northville, MI 48168

Period End Date: 05/31/2017 16:17:42

Estimate Status: Approved

Contract Start Date: 10/18/2016

Contract End Date: 08/01/2017

Contract Duration: 287 days

Print Date: 06/05/2017 11:09:32

*Retainage: Lump Sum

Original Contract Amount: \$371,415.00

Change Orders:

Current Contract Amount: \$371,415.00

Earnings this Period: \$9,801.23

Earnings to Date: \$269,712.70

Previous Retainage: \$18,570.75

Retainage this Estimate: (\$18,570.75)

Less Total Retained to Date (Lump Sum): \$0.00

Net Earned: \$269,712.70

Previous Estimates: \$241,340.72

Amount Due Contractor: \$28,371.98

Amount Due Contractor includes \$18,570.75 of retainage previously held.

Prepared By:

Matthew Parks, P.E., Orchard, Hiltz & McCliment, Inc.

Date:

6/5/2017

Approved By:

Chuck Eudy, DPW Director, City of Farmington

Date:

6/5/17

Item No.	Description	Original Bid Quantity	Authorized Quantity	Unit Price	Period Quantity	Period Amount	Quantity to Date	Total Amount to Date
Division A: Division I: Bel-Aire Open-Cut Repairs								
1	Mobilization, Max. 5%, Div. I	1.00 Ls	1.00	\$17,500.00	-	-	1.00	\$17,500.00
2	Traffic Maintenance and Control, Div. I	1.00 Ls	1.00	\$7,500.00	-	-	1.00	\$7,500.00
3	Audio Video Route Survey, Div. I	1.00 Ls	1.00	\$2,750.00	-	-	1.00	\$2,750.00
4	Tree, Rem, 6 inch to 18 inch	3.00 Ea	3.00	\$500.00	-	-	3.00	\$1,500.00
5	Curb and Gutter, Rem	131.00 Ft	131.00	\$30.00	-	-	-	-
6	Pavt, Rem	186.00 Syd	186.00	\$25.00	-	-	9.17	\$229.25
7	Sidewalk, Rem	29.00 Syd	29.00	\$15.00	-	-	51.93	\$778.95
9	Trench Undercut and Backfill	50.00 Cyd	50.00	\$50.00	-	-	-	-
10	Erosion Control, Inlet Protection, Fabric Drop	3.00 Ea	3.00	\$125.00	-	-	-	-
11	Erosion Control, Slit Fence	150.00 Ft	150.00	\$3.00	-	-	-	-
12	Maintenance Aggregate	40.00 Ton	40.00	\$30.00	-	-	-	-
13	Aggregate Base, 21AA Limestone, 8 inch	163.00 Syd	163.00	\$15.00	-	-	58.32	\$874.80
14	Curb and Gutter, Conc	131.00 Ft	131.00	\$48.00	-	-	-	-
15	HMA, 13A	150.00 Ton	150.00	\$165.00	-	-	-	-
16	Driveway, Conc, 6 inch	158.00 Syd	158.00	\$72.00	-	-	9.17	\$660.24
17	Sidewalk, Conc, 4 inch	250.00 Sft	250.00	\$7.00	30.00	\$210.00	380.00	\$2,660.00
18	Sidewalk, Conc, 6 inch	40.00 Sft	40.00	\$8.00	-	-	120.00	\$960.00
20	Sanitary Sewer Service Reconnection	2.00 Ea	2.00	\$2,250.00	-	-	3.00	\$6,750.00
21	Open Cut Pipe Repair, PVC SDR, 8-10 inch, > 10' deep, long	4.00 Ea	4.00	\$18,000.00	-	-	4.00	\$72,000.00
22	Open Cut Pipe Repair, PVC SDR, 8-10 inch, < 10' deep, long	2.00 Ea	2.00	\$15,000.00	-	-	1.00	\$15,000.00
24	Open Cut Pipe Repair, PVC SDR 8-10 inch, < 10' deep, short	4.00 Ea	4.00	\$14,000.00	-	-	4.00	\$56,000.00
25	Reset Frame and Cover	4.00 Ea	4.00	\$250.00	-	-	-	-
26	Sewer, PVC SDR 26, 8-10 inch	20.00 Ft	20.00	\$900.00	-	-	6.50	\$5,850.00
27	Sprinkler Head, Remove and Reset Salvaged	5.00 Ea	5.00	\$100.00	-	-	-	-
28	Restoration, Div. I	1,001.00 Syd	1,001.00	\$17.00	564.19	\$9,591.23	718.58	\$12,215.86
Division A Sub-Total:						\$9,801.23		\$203,229.10
Retainage:						(\$13,993.10)		

Item No.	Description	Original Bid Quantity	Authorized Quantity	Unit Price	Period Quantity	Period Amount	Quantity to Date	Total Amount to Date
Division B: Division III: Zap Zone Drain Disconnect								
48	Mobilization, Max. 5%, Div. III	1.00 Ls	1.00	\$3,000.00	-	-	1.00	\$3,000.00
49	Traffic Maintenance and Control, Div. III	1.00 Ls	1.00	\$10,000.00	-	-	1.00	\$10,000.00
50	Audio Video Route Survey, Div. III	1.00 Ls	1.00	\$1,500.00	-	-	1.00	\$1,500.00
51	Sewer, Rem	43.00 Ft	43.00	\$20.00	-	-	32.00	\$640.00
52	Curb and Gutter, Rem	77.00 Ft	77.00	\$40.00	-	-	-	-
53	Pavt, Rem	281.00 Syd	281.00	\$30.00	-	-	170.00	\$5,100.00
54	Sidewalk, Rem	9.00 Syd	9.00	\$20.00	-	-	8.10	\$162.00
55	Aggregate Base, 21AA Limestone, 8 inch	223.00 Syd	223.00	\$18.00	-	-	148.20	\$2,667.60
56	San Manhole Cover, 24 inch, Type A	1.00 Ea	1.00	\$750.00	-	-	1.00	\$750.00
57	Curb and Gutter, Conc	92.00 Ft	92.00	\$60.00	-	-	40.00	\$2,400.00
58	HMA, 13A	31.00 Ton	31.00	\$175.00	-	-	-	-
59	HMA, 36A	31.00 Ton	31.00	\$175.00	-	-	24.72	\$4,326.00
60	Concrete, Nonreinf, 9 inch	39.00 Syd	39.00	\$140.00	-	-	28.70	\$4,018.00
61	Sidewalk, Conc, 4 inch	81.00 Sft	81.00	\$10.00	-	-	315.50	\$3,155.00
62	Sanitary Structure Adjust	1.00 Ea	1.00	\$750.00	-	-	1.00	\$750.00
63	Sewer, CI IV, RCP, 18 inch	131.00 Ft	131.00	\$100.00	-	-	130.00	\$13,000.00
64	Sewer, CI IV, RCP, 12 inch	31.00 Ft	31.00	\$75.00	-	-	27.00	\$2,025.00
65	San Manhole Cover, Type A	1.00 Ea	1.00	\$750.00	-	-	-	-
66	Dr Structure, 24 inch dia	1.00 Ea	1.00	\$2,500.00	-	-	1.00	\$2,500.00
67	Dr Structure, 48 inch dia	1.00 Ea	1.00	\$3,500.00	-	-	2.00	\$7,000.00
68	Pavement Markings	1.00 Ls	1.00	\$3,300.00	-	-	1.00	\$3,300.00
69	Restoration, Div. III	100.00 Syd	100.00	\$20.00	-	-	9.50	\$190.00
					Division B Sub-Total:		\$0.00	
					Retainage:		(\$4,577.65)	
							\$66,483.60	

**Farmington City Council
Staff Report**

**Council Meeting
Date: 6-19-17**

**Item
Number
71**

Submitted by: David M. Murphy, City Manager

Agenda Topic Farmington Civic Theater General Manager Service Agreement

Proposed Motion: Approve City of Farmington Civic Theater General Manager Service Agreement as presented.

Background: The City of Farmington entered into an agreement with Scott Freeman in October 2010 to manage the Civic Theater. During that period of time, attendance at the Civic Theater has dramatically increased, the Theater is now self-supporting, and has even increased its administrative contribution to the General Fund, and is contributing funds to the Capital Improvement Fund.

Mr. Freeman and the City are eager to enter into a new agreement as the current agreement expires on June 30, 2017. The base compensation is currently \$65,000 annually with an incentive payment in which Mr. Freeman receives 10% of certain operating profits.

I am recommending that the base amount be increased to \$70,000 and that the profit incentive remain at 10%, effective July 1, 2017. My recommendation is based on a number of factors:

1. Profitability - The Civic Theater is profitable and attendance continues to increase.
2. Responsibility - The Theater General Manager has the full responsibility of hiring/firing/training personnel, ordering supplies and managing inventory, maintaining the Theater including repair and maintenance of the building and equipment, scheduling movies that reflect the community's interests, active marketing, and creating a buzz that has not existed since the Theater was remodeled in 1999.
3. Affordability - Relative to other city employees, he does not receive any benefits: no medical/dental, no pension, and no leave time.
4. Compatibility - Along with this, he has established a good working relationship with the Treasurer' office, his own employees, and with Civic Theater vendors.

Materials: Farmington Civic Theater General Manager Service Agreement

**CITY OF FARMINGTON
FARMINGTON CIVIC THEATER
GENERAL MANAGER SERVICE AGREEMENT**

THIS AGREEMENT is made and entered into this ___ day of May, 2017, by and between the City of Farmington, a Michigan Municipal Corporation, hereinafter referred to as the "City," and Scott Freeman, hereinafter referred to as the "Contractor," both of whom understand as follows:

RECITALS

City desires to retain the services of Contractor as General Manager of the Farmington Civic Theater and to establish certain compensation, conditions of service, and working conditions for Contractor; and

Contractor desires to provide services as the General Manager of the Farmington Civic Theater.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows.

Section 1. Duties

The City agrees to engage the services of Contractor as the General Manager of the Farmington Civic Theater to perform the functions and duties specified in the Scope of Services attached as Exhibit A hereto and incorporated herein, and to perform such other legally permissible and proper duties and functions as the General Manager of the Farmington Civic Theater shall from time to time assign.

Section 2. Term

The term of this Agreement shall be two (2) years from the date set forth above, and shall renew automatically for two successive one-year periods unless either party provides notice at least 90 days prior to the expiration of that term. Either party may terminate this Agreement upon ninety (90) days written notice to the other party. Alternatively, the City may terminate the Agreement at any time for cause, including, but not limited to, the inability of Contractor to perform the Work required in the Scope of Services, conviction of a felony by Contractor, or the scheduling, display, presentation, or promotion of movies, events, programs, or rentals which are not in accordance with the community standards of the City.

In the event of termination, Contractor shall be paid as compensation in full for services performed to that date an amount calculated in accordance with Section 3 below. Such amount shall be paid by the City upon Contractor's delivering or otherwise making available to the City all documents, equipment, property and such other information or materials as may have been accumulated by Contractor in performing the services included in this agreement, whether completed or in progress.

Section 3. Payment for Services

- A. *Base Payment.* The City agrees to pay Contractor for its services rendered pursuant to this Agreement the following annual amounts, in bi-weekly installments:

Year 1: \$70,000
Year 2: \$71,400
Year 3: \$72,800 (if extended)
Year 4: \$74,300 (if extended)

- B. *Incentive Payment.* Contractor shall also receive an incentive payment for producing a profitable Farmington Civic Theater operation in the form of 10% of any profits realized by the City with respect to the Farmington Civic Theater from the beginning of the contract, through the following June 30, and for each successive one-year period thereafter. "Profits" shall be the amount remaining from the sum of all "Revenues" after subtracting the sum of all "Expenditures" from the Revenues. The following fees and amounts shall be included as *Revenues*:

All movie admission charges; promotional tickets issued by the City; concession sales; miscellaneous product sales; pre-movie advertisements; outside advertisements; sponsorships; rentals; and fees and amounts from various programs and activities.

The following costs shall be included as *Expenditures*:

All personnel related wages and fringe benefits including employer's share of Social Security and Medicare tax, workers compensation, and unemployment claims; concession supplies and products; all cleaning supplies and equipment; operating supplies such as tickets, paper, toner, light bulbs, and other miscellaneous items; insurance premiums allocated to the Farmington Civic Theater in the amount of \$5,000 annually; 5% of total Revenues as a City overhead charge to cover the cost of general administration, legal, payroll, general accounting, and support services; advertising expenses associated with movies, programs, or special events; repair and maintenance of audio/visual equipment and computers; hourly rates for City Department of Public Works personnel to perform repairs and maintenance as requested by the Contractor; cost of the rental and/or licensing of movies; shipping charges associated with movies; utilities, including electrical, natural gas, water and sewer, telephone and other communication related services; disposal of solid waste and recycling; pest control; and, other contractual services.

Expenditures shall not include:

Investment earnings; major capital improvements involving the interior and/or exterior of the building; major equipment purchases such as projectors, computer systems, or audio systems; transfers to the City or the Downtown Development Authority; or debt service.

Section 4. Independent Contractor

- A. In the performance of this Contract, the relationship of Contractor to the City shall be that of an independent contractor and not that of an employee or agent of City. Contractor is and shall perform under this Contract as an independent contractor, and no liability or responsibility with respect to benefits of any kind, including without limitation medical benefits, worker's compensation, pension rights, or other rights or liabilities arising out of or related to a contract for hire or employer/employee relationship shall arise or accrue to either party as a result of the performance of this Contract.
- B. Contractor, as an independent contractor, is not authorized to enter into or sign any agreements on behalf of the City or to make any representations to third parties that are binding upon the City; provided, however, that Contractor may enter into rental agreements utilizing a form of agreement provided by the City and within terms authorized by the City Manager, and agreements for promotional or special events upon notice to the City Manager and for amounts less than \$1,000.00.
- C. Except as may be specifically stated and agreed to in Schedule A, Contractor shall perform all of the work under this Contract and no other person or entity shall be assigned or sub-contracted to perform the work, or any part thereof, unless approved by the City in advance.

Section 5. Performance Evaluation

City shall annually review and evaluate the performance of Contractor, on a date to be set by the City and pursuant to the evaluation criteria set forth in the Scope of Services attached as Exhibit A hereto.

Section 6. Hours of Work,

The Contractor shall work all hours reasonably necessary to manage the Farmington Civic Theater operation in accordance with the activities described in the Scope of Work attached as Exhibit A hereto.

Section 7. Insurance and Indemnification

The City agrees to defend, pay on behalf of, indemnify, and hold harmless Contractor for any and all claims, demands, suits or losses which may be asserted or claimed against him while acting only within the Scope of Work as set forth herein. This Agreement does not apply to any other work or job performed by Contractor for any other governmental entity, corporation, partnership, business venture, or self-employment opportunity.

Section 8. Other Terms and Conditions

- A. Contractor acknowledges that the Farmington Civic Theater as a publicly-owned facility and that the movies, programs, rentals, and events conducted or presented at or by the

Farmington Civic Theater shall be in accordance with the community standards of the City in the City's discretion.

- B. Contractor acknowledges that all rentals and uses of the Farmington Civic Theater shall comply with the Farmington Zoning Ordinance and applicable code and ordinance provisions.
- C. The City, in consultation with the Contractor, shall fix any such other terms and conditions of service, as it may determine from time to time related to the performance of Contractor, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement or the Scope of Services set forth in the Agreement.

Section 9. Notices

Notices pursuant to this Agreement shall be given by first-class mailing with the United States Postal Service, postage prepaid, addressed as follows:

- (1) City Manager, 23600 Liberty Street, Farmington, MI 48335; and
- (2) Scott Freeman, 34125 Oakland Avenue, Farmington, MI 48335.

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of first-class mailing of such written notice with the United States Postal Service.

Section 10. General Provisions

- A. The text herein shall constitute the entire agreement between the parties. This Agreement contains the entire understanding and agreement between the parties concerning the subject matter hereof and supersedes all prior agreements, understandings, discussions, negotiations and undertakings, whether written or oral, between the parties with respect thereto.
- B. This Agreement shall be binding upon and inure to the benefit of the heirs at law and personal representatives of Contractor.
- C. A waiver by City of a breach of any provision of this Agreement by Contractor shall not operate or be construed as a waiver of any subsequent breach by Contractor.
- D. This Agreement shall become effective July 1, 2017.
- E. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

- F. Contractor agrees to submit appropriate documentation for expenses to be reimbursed pursuant to this Agreement.
- G. Confidentiality.
 - (a) The Contractor agrees that he will not, at any time during the term of employment or thereafter, disclose or use any trade secret, proprietary or confidential information of the City or any subsidiary or affiliate of the City, obtained during the Contract, except as required pursuant to the Contract or with the written permission of the City or, as applicable, any subsidiary or affiliate of the City.
 - (b) The Contractor agrees that at the time of the termination of this Contract with the Contractor, whether at the instance of the Contractor or the City, and regardless of the reasons therefore, he will deliver to the City, and not keep or deliver to anyone else, any and all notes, files, memoranda, papers and, in general, any and all physical matter containing information, including any and all documents significant to the conduct of the business of the City or any subsidiary or affiliate of the City which are in his possession, including contact lists and information and similar items compiled during the course of his employment.
 - (c) The Contractor agrees that the City's remedies at law would be inadequate in the event of a breach or threatened breach of this Confidentiality provision, and, accordingly, the City shall be entitled, in addition to its rights at law, to an injunction and other equitable relief without the need to post a bond.
- H. The City, in its sole discretion, may consent to assign this Agreement if requested by Contractor.

IN WITNESS WHEREOF, the City of Farmington has caused this Agreement to be signed and executed on its behalf by the City Manager, and Contractor has signed and executed this Agreement, on the day and year first above written.

THE CITY OF FARMINGTON, a Michigan Municipal Corporation

By: David Murphy
Its: City Manager

CONTRACTOR

Scott Freeman

EXHIBIT A SCOPE OF SERVICES

All aspects of the day-to-day operation of the Farmington Civic Theater. The duties and responsibilities shall include, but not limited to, the following:

- Hiring, training, supervising, scheduling, disciplining, and terminating all part-time employees associated with the operation of the Farmington Civic Theater in accordance with City personnel policies and procedures;
- Coordination and scheduling of all movies, events, programs, and rentals held at the Farmington Civic Theater in accordance with city policies and standard contractual agreements;
- Purchasing of all concession supplies and products, cleaning products and equipment, tickets, uniforms, office supplies, operating supplies, and other miscellaneous items in accordance with city purchasing policies and procedures;
- Cleaning of facility at the conclusion of movies, programs, events, and rentals for that day, or as needed during operations;
- Maintain concession area in a cleanly manner that meets Department of Public Health standards;
- Coordinate with City officials regarding major repairs and maintenance with the Farmington Civic Theater such as: electrical, plumbing, air conditioning, heating, roof repairs, pest control, deficiencies with flooring and seating, and structural problems with exterior of building and property;
- Ensure that all audio and visual equipment is in working order and follows a routine maintenance schedule;
- Coordinate with the City Manager's office any property or liability claims submitted against the Farmington Civic Theater; Follow all accounting procedures and policies established by the Farmington Treasury Department regarding receipting, collection, and deposit of all revenues generated by the operation of the Farmington Civic Theater;
- Review, sign, and submit all payroll information for part-time employees in accordance with procedures established by the Farmington Treasury Department;
- Coordinate with the City Manager and other designated City officials regarding capital outlay purchases exceeding \$1,000 in cost;
- Assist in developing the annual operating budget and monitoring its activity;
- Coordinate with the City Manager's Office the distribution of promotional tickets
- All Farmington Civic Theater marketing and promotional materials shall be consistent with the City logo, tag lines, or shall be pre-approved by the City Manager prior to use;

- Market and promote movies, activities, and events at the Farmington Civic Theater;
- Maintain up-to-date Farmington Civic Theater presence on the Internet; and
- Report directly to the City of Farmington, City Manager.