



FINAL

SPECIAL STUDY SESSION MEETING MINUTES

A Special Study Session meeting of the Farmington City Council was held on December 3, 2012, in Conference Room A, Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:00 PM by Mayor Buck.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
J.T. Buck	Mayor	Absent	
Greg Cowley	Councilmember	Present	
William Galvin	Mayor Pro Tem	Present	
Kristin Kuiken	Councilmember	Present	
JoAnne McShane	Councilmember	Present	

City Administration Present

City Clerk Halberstadt
City Manager Pastue

2. APPROVAL OF AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

3. REVIEW OF OHM PROPOSAL - FARMINGTON VISION PLAN

A. Review of OHM Proposal - Farmington Vision Plan

Pastue introduced James Houk, Vice President of OHM, who was present to discuss a proposal for a Farmington Vision Plan.

Houk spoke about the need for a community vision plan which which starts by defining what people like about Farmington. The plan would then build on that vision in terms of land use, physical form, etc. It would enable the City to make strategic decisions based on that information. A vision plan provides a road map that will lead to better decision making in using capital dollars. He stated a big part of the process is engaging the community.

Charles Fleetham, President of Project Innovations, spoke about demographics of the community and meeting their needs. He stated connection is important to new demographics.

McShane asked about the cities to which Farmington would be compared.

Houk responded some of the data used in the branding study conducted a few years ago would be reviewed for possible use.

McShane pointed out the data may be too old. Houk stated he will review to determine if it is still valid.

Houk advised extensive polling of the community would be done.

McShane stated the process needs to be inclusive involving seniors, the disabled, those that don't use the web, etc.

Kuiken pointed out that conducting polling by phone mainly reaches the older population since younger people typically only have cell phones.

Discussion followed regarding the tools that will be used to conduct surveys.

Responding to a question from Kuiken, Houk stated they will try to reach out and get a broad base of participants for the taskforce.

Pastue questioned how many members on the taskforce? Houk responded 15-20.

Cowley discussed his participation in the DDA branding study 5 years ago. He stated demographics have changed since then. He noted that people who live in the city have a different perspective than outside visitors. He recommended including visitors in the survey. He pointed out most of his restaurant customers are from Farmington Hills. He stated the survey should include a 20-mile radius.

Cowley spoke about issues facing business owners and the need to support them.

Galvin asked Houk to elaborate on how participants in the taskforce will be chosen. He discussed the need to avoid special interest groups.

Houk stated Council will participate in identifying a list of stakeholders who are not necessarily residents.

Houk recommended putting negative people on the taskforce because they eventually become supporters.

Galvin questioned how to involve the silent majority.

Kuiken questioned the implementation process once the vision has been established.

Houk stated as part of the process steps for implementation will be provided. He spoke about integration of the Master Plan and bringing in LSL Planning to make sure City Code supports the vision.

Discussion followed regarding what a visioning plan means to a community.

Galvin confirmed with Houk that visioning is a 6-month process. He asked how Council should proceed with projects in the meantime.

Houk stated it is a balancing process between moving forward and waiting until the vision has been formed. He recommended Council move forward on projects, but delay any that are not critical. He stated any planned projects that strengthen assets should be done.

McShane expressed hope the visioning will become an educational process that supports decisions by Council.

Galvin asked about the fee structure and potential increase to fees.

Houk responded the fee structure is based on a 6-month process. If the timeline is stretched out than that can be a problem.

Fleetman advised the process needs to be completed before summer.

Cowley expressed the importance of generating excitement about the process.

Fleetman discussed possible resistance to good ideas.

Discussion followed on using a combination of branding study data and outside polling information.

Cowley expressed interest in a competitive analysis. The city needs ammunition to attract major investment.

Houk pointed out Farmington provides a tremendous foundation on which to build.

4. CONSIDERATION OF RESOLUTION #2, GROVE STREET IMPROVEMENT SPECIAL ASSESSMENT

A. 12-12-202 : Motion to adopt Resolution #2 for the Grove Street Improvement Project and schedule a public hearing for December 17, 2012 at 7:00 p.m.

Pastue reviewed the scope and costs of the Grove Street project.

McShane asked why the owners of the Center are not participating in the \$60K cost for the pylon sign.

Pastue responded the City agreed to cover the cost to replace the sign since the owner originally wanted to keep the existing one.

McShane expressed concern about the proposed stamped concrete and the potential problem of cracking. She asked about the use of brick pavers instead.

Pastue stated the challenge with brick pavers is the continued pounding from traffic causes settling.

Discussion followed regarding the crossing between the Kimco Center and T.J. Maxx store.

Responding to a question from Kuiken, Pastue stated it is estimated the project will provide 40 additional parking spaces.

The votes were taken in the following order: Cowley, Galvin, Kuiken, McShane.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

5. CONSIDERATION TO APPROVE CONSTRUCTION ESTIMATE #1 FOR DRAKESHIRE CENTER PROJECT

A. Motion to approve Construction Estimate #1 with the Richard Hyman Builders in the amount of \$128,862 for the Drakeshire Center improvements and ratify Change Order #1 in the amount of \$2,880.00.mprovements Project

The votes were taken in the following order: Galvin, Kuiken, McShane, Cowley.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	JoAnne McShane, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

6. REVIEW OF BOARD AND COMMITTEE VACANCIES

A. Review of Board and Committee Vacancies

Pastue reviewed current vacancies on boards and commissions.

Pastue suggested placing the Brownfield Development Authority under the Planning Commission.

McShane expressed the need to publicize openings. She stated candidates should be sought from across city.

Galvin requested members from boards and commissions provide a periodic update to Council.

7. CLOSED SESSION - LAND ACQUISITION

Motion to enter closed session to discuss land acquisition.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	JoAnne McShane, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

The votes were taken in the following order: Kuiken, McShane, Cowley, Galvin.

Council entered closed session at 8:45 p.m.

Motion to exit closed session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

Council exited closed session at 9:10 p.m.

3. City Manager Authorization

Motion to authorize the City Manager to take action consistent with discussions in closed session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

8. CLOSED SESSION - LABOR NEGOTIATION UPDATE

Motion to enter closed session to discuss labor negotiations.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	Greg Cowley, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

The votes were taken in the following order: Cowley, Galvin, Kuiken, McShane.

Council entered closed session at 9:11 pm.

Motion to exit closed session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

Council exited closed session at 9:35 p.m.

9. OTHER BUSINESS

No other business was heard.

10. PUBLIC COMMENT

No public comment was heard.

11. COUNCIL COMMENT

Galvin asked for clarification on the term "real property" in City Manager notes.

Galvin noted members of the historic commission appear to be unaware of the city reorganization.

Discussion followed regarding establishing an official Historic District.

12. ADJOURNMENT

Motion to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

The meeting adjourned at 9:45 pm.

J. T. (Tom) Buck, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: _____