

## COUNCIL PROCEEDINGS

A regular meeting of the Farmington City Council was held Monday, June 17, 2002 in Council Chambers, 23600 Liberty Street, Farmington, Michigan. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 8:00 p.m. by Mayor Mitchell.

**PRESENT:** Bush, Campbell, Harrison, McShane, Mitchell.

**ABSENT:** None.

**OTHERS PRESENT:** Clerk/Treasurer Cantrell, Director Goss, Director Gushman, City Manager Lauhoff, Assistant City Manager Richards.

### **APPROVAL OF AGENDA**

**06-02-766** MOTION by Campbell, seconded by McShane, to approve the agenda as submitted. MOTION CARRIED UNANIMOUSLY.

### **MINUTES OF PREVIOUS MEETING**

**06-02-767** MOTION by Bush, seconded by Harrison, to approve the Special and Regular meeting minutes of June 3, 2002 and the Jointly Funded Agencies Budget Study Session minutes of May 7, 2002. MOTION CARRIED UNANIMOUSLY.

### **MINUTES OF OTHER BOARDS**

**06-02-768** MOTION by Harrison, seconded by Campbell, to receive and file the minutes of the following Boards and Commissions:

- Downtown Development Authority minutes of June 4, 2002.
- Planning Commission minutes of May 13 and June 10, 2002.
- Commission on the Environment minutes of April 9, 2002 and May 14, 2002.

MOTION CARRIED UNANIMOUSLY.

### **INTRODUCTION OF MISS FARMINGTON/OAKLAND COUNTY CONTESTANTS**

Tracey Finlayson, current Miss Farmington/Oakland County, was present to announce the names of the 2002 contestants. She also spoke about her participation in the Miss Michigan contest. Jill Marinucci, a 2002 contestant, thanked her sponsors and expressed her gratitude for the opportunity to participate in this year's contest. Miss Finlayson responded to questions from Council.

**QUARTERLY REPORT: JUDY DOWNEY, DOWNTOWN DEVELOPMENT  
AUTHORITY DIRECTOR**

Director Downey stated that the Downtown Development Authority (DDA) office has been relocated to 33314 Grand River. She spoke about the June 6<sup>th</sup> workshop she attended for the National Main Street grant. She indicated that the City of Farmington has sent a letter of intent to apply for the Main Street grant.

DDA Board member Paul spoke about a new DDA program designed to personally welcome new businesses to the community and provide them with information about the history, services and landmarks of the City. Council commended Ms. Paul for providing the personal contact with new businesses. Council also recommended that the DDA provide Ms. Paul with business cards reflecting her representation of the DDA Board.

Ron Baker of Marketing Communications Counsel and consultant to the DDA, spoke about a new DDA outreach program designed to bring more people into downtown Farmington. He spoke about the displays placed throughout the Downtown that serve the dual purpose of promoting the Civic Theatre and providing a database of customers. He discussed the use of other marketing tools, including the new DDA newsletter and incentives for patronizing downtown businesses. He further talked about a new promotion that offers an opportunity to win a get-away vacation on Mackinac Island. Mr. Baker indicated there would be three additional campaigns.

Council member Bush commended Mr. Baker for his company's work on the summer concert brochure and his marketing efforts for the City. Responding to a question from Council, Mr. Baker indicated that individuals who complete the display information form, and do not have an e-mail address, would receive a letter with enclosed passes to the Civic Theatre. He further stated that only a small percentage of respondents do not have e-mail. Mr. Baker confirmed there is a link from the City's website to the DDA's promotion activities. Responding to a question from Council, Mr. Baker indicated that the raffle drawing for the "Mackinac" getaway would be a stand-alone event. Mr. Baker indicated that for subsequent promotional events other activities could also be planned around them as well.

Council member Harrison suggested holding a raffle drawing at one of the Friday evening concerts.

Council expressed their appreciation for these marketing promotions that are gaining visibility for the City.

## **BOARDS AND COMMISSIONS**

### **CONSIDERATION OF REAPPOINTMENT TO TRAFFIC AND SAFETY BOARD.**

**06-02-769** MOTION by McShane, seconded by Campbell, to reappoint Demetras Mehas to the Traffic and Safety Board for a three-year term, expiring July 2005. MOTION CARRIED UNANIMOUSLY.

## **PETITIONS AND COMMUNICATIONS**

**REQUEST FOR FENCE VARIANCE AT 23060 MANNING BY PROPERTY OWNERS MARK WELLS AND LAURA EVEN-WELLS.** Administration advised that at the May 6, 2002 Council meeting, City Council tabled the request for fence placement on the corner lot property at 23060 Manning until further review. Administration further advised that Council recently adopted a policy to allow fences on corner lots subject to Council's review. Administration also advised that Council's approval of this request for a fence in the side yard area would be in conformance with the new City Council fence policy.

Mr. Wells was present to answer questions and to provide Council with drawings of the proposed fence placement and plantings.

Discussion followed regarding the size and type of plantings to screen the fence.

**06-02-770** MOTION by Campbell, seconded by Harrison, to approve the placement of a 4-foot white vinyl and wood picket fence at 23060 Manning, constructed from the rear corner of the house out toward Manning Street, turning approximately 5' from the sidewalk and running parallel to the sidewalk to the rear of the yard; and that the green space between the sidewalk and fence contain evergreens at a minimum height of 3' with future replacements located 4' on center, providing adequate screening of said fence at all times. MOTION CARRIED UNANIMOUSLY.

**REQUEST FOR FENCE VARIANCE AT 31370 SHAW STREET BY PROPERTY OWNER KAREN FILLION.** Administration advised that Karen Fillion, owner of corner lot property at 31370 Shaw Street, had requested a fence variance. Administration further advised that the recent policy adopted by Council regarding this type of property would apply. Administration also advised that Council's approval of this request for a fence in the side yard area would be in conformance with the new City Council fence policy.

Ms. Fillion requested a modification to the original drawing of the proposed fence to include extension of the fence to the masonry wall at the rear of her property.

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Discussion followed regarding the distance between the proposed fence and sidewalk and concern regarding adequate space for plantings.

**06-02-771** MOTION by Harrison, seconded by McShane, to approve the placement of a 4-foot vinyl fence at 31370 Shaw Street, erected from the front building line of the home to an area at a minimum of 2' behind the sidewalk, running parallel to Sherwood Street and extending to the rear masonry wall; and the placement of deciduous plants, minimum of 3' in height, 4' foot on center, between the sidewalk and fence, providing adequate screening. MOTION PASSED, Four Ayes, One Nay (Campbell).

**REQUEST FOR CITY PARKING LOT USE BY MR. ROGER RATKOWSKI REGARDING AUGUST 14, 2002 SPECIAL CRUISE NIGHT.** Administration advised that Mr. Ratkowski has organized a special cruise of classic vehicles for August 14 and has requested one-hour use of the City parking lot on State Street. Administration further advised that Mr. Ratkowski was unable to plan this event for one of the regular Monday cruise nights due to scheduling conflicts.

Administration recommended Council grant Mr. Ratkowski's request.

Mr. Ratkowski thanked Council for their ongoing support and spoke briefly about this special event. He also presented a Monday Night Cruise t-shirt to Council.

Responding to a question from Council, Mr. Ratkowski identified the route the classic cars would take through the City. City Manager Lauhoff stated that police support for this event would be coordinated with Director Goss.

Mr. Ratkowski confirmed that event participants would adhere to the 5:00-6:00 p.m. time frame and there would be no vending opportunities during this event.

Council member Campbell suggested putting the Monday Night Cruise newsletter on the City of Farmington/Downtown Development Authority web site.

**06-02-772** MOTION by Bush, seconded by Campbell, to grant permission for use of the north city parking lot on State Street from 5:00 – 6:00 p.m. on Wednesday, August 14, 2002 for the staging of classic vehicles for the cruise to Jack Roush's racing facilities in Livonia; and that Mr. Ratkowski conduct the staging of these vehicles in the same manner that is used for regular Monday night cruises. MOTION CARRIED UNANIMOUSLY.

**LETTER FROM MARJORIE PRISK, SALEM UNITED CHURCH OF CHRIST, RE: USE OF MEMORIAL PARK.** Administration recommended approval of the request for an Ice Cream Social and Band Concert in Memorial Park.

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**06-02-773** MOTION by Campbell, seconded by McShane, to allow Salem United Church of Christ to use Memorial Park for their annual Ice Cream Social and Band Concert on Sunday, July 14, 2002 between the hours of 1:00 – 5:00 p.m. MOTION CARRIED UNANIMOUSLY.

**REPORTS FROM CITY MANAGER**

**CONSIDERATION OF AMENDMENTS TO THE CITY FEE SCHEDULE TO ADJUST WATER AND SEWER RATES AND OTHER GENERAL FEE RATES.** Administration recommended changes to the City Fee Schedule as follows: Chapter 1, Miscellaneous; Chapter 5, Voter Data; Chapter 8, Rubbish and Recycling; and Chapter 11, Water and Sewer Rates, Fees and Charges.

**06-02-774** MOTION by McShane, seconded by Bush, to amend the City Fee Schedule effective July 1, 2002, thereby amending Chapter 11, Water and Sewer Rates, Fees and Charges; Chapter 1, Miscellaneous; Chapter 5, Voter Data; Chapter 8, Rubbish and Recycling. [SEE ATTACHED].

**ROLL CALL**

AYES: Campbell, Harrison, McShane, Mitchell, Bush.  
NAYS: None.  
ABSENT: None.

MOTION CARRIED UNANIMOUSLY.

**CONSIDERATION OF REVISION TO RETIREE MEDICAL INSURANCE PROGRAM.** Administration advised that a retiree recently requested the option of cash payment in-lieu-of the city providing medical insurance, a benefit currently offered to active general administrative employees. Administration further advised that the Personnel Department supports this proposed revision to the retiree's medical benefits.

Administration also recommended that Council increase the dental benefit for retirees to a maximum annual reimbursement of \$825 equal to the benefit offered to active general administrative employees.

Discussion followed regarding how the City's Dental benefit compares to other cities and the economics of a self-administered plan.

**06-02-775** MOTION by Campbell, seconded by Bush, to provide all City of Farmington retirees with the benefit option of a cash payment in-lieu-of city provided medical insurance, at the same benefit level as provided active, general administrative employees, pro-rated at the percentage of city provided medical insurance, with

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administrative provisions being the same as for active employees; and to increase the dental benefit for all current retirees, to an annual maximum reimbursement of 75% of \$1,100 of eligible dental expenses after an annual deductible of \$25 for a maximum annual reimbursement of \$825; benefit changes to be effective July 1, 2002.

**ROLL CALL**

AYES: Harrison, McShane, Mitchell, Bush, Campbell.  
NAYS: None.  
ABSENT: None.

MOTION CARRIED UNANIMOUSLY.

**REQUEST TO CLOSE OUT SPECIAL ASSESSMENT DISTRICT 87-76.**

Administration advised that the City Treasurer had reviewed the Special Assessment District for Chatham Hills Road Improvements, SAD 87-76, and confirmed that all outstanding debt for the District has been retired and that a balance consisting of interest earnings remains in the account. Administration, as allowed under City Charter, recommended the transfer of this balance to the General Operating Fund and a subsequent transfer to the Sidewalk Fund for sidewalk repairs and replacements.

**06-02-776** MOTION by Harrison, seconded by McShane, to approve the transfer of the balance of the 87-76 Special Assessment District account, in the amount of \$20,456 plus any additional accrued interest earnings, to the General Operating Fund as a residual equity transfer, and that this amount be transferred from the General Operating Fund to the Sidewalk Fund to fund sidewalk repairs and replacements.

**ROLL CALL**

AYES: McShane, Mitchell, Bush, Campbell, Harrison.  
NAYES: None.  
ABSENT: None.

MOTION CARRIED UNANIMOUSLY.

**CONSIDERATION OF CONSTRUCTION ESTIMATE NO. 1 FOR THE 2002 PAVING**

**PROGRAM.** Administration, on recommendation of the City Engineer and Public Services Director, recommended payment of Construction Estimate No. 1 for the 2002 Paving Program.

City Manager Lauhoff indicated that this paving program is half way to completion.

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**06-02-777** MOTION by Bush, seconded by Harrison, to approve Construction Estimate No. 1 for the 2002 Paving Program and authorize payment in the amount of \$66,782.82 to Summit Transport, Inc. of Brighton; funds provided in the FY 2001-2002 Budget.

**ROLL CALL**

AYES: Mitchell, Bush, Campbell, Harrison, McShane.

NAYS: None.

ABSENT: None.

MOTION CARRIED UNANIMOUSLY.

**MISCELLANEOUS**

**PUBLIC COMMENT.**

No public comments were heard.

**COUNCIL COMMENT.**

Council member Campbell suggested the establishment of specific guidelines to ensure the fence policy is administered in a fair and consistent manner.

City Manager Lauhoff stated he would ask the City Attorney to incorporate a set of structured guidelines in the fence ordinance on which he is currently working. He also suggested including specific requirements regarding the style of fence.

Council member McShane concurred that specific guidelines should be developed to ensure conformity. Council member Harrison also concurred with the need for conformity and suggested providing an incentive to encourage installation of decorative fences. Discussion followed regarding requirements for cyclone fences versus decorative ones.

Mayor Mitchell referred to a letter sent by Carol Greening, third grade teacher from Gill Elementary, thanking Council for the hospitality extended to her class at a recent City Council meeting. He also extended her note of thanks to the officer who provided the tour of the station.

**ADJOURNMENT**

**06-02-778** MOTION by Bush, seconded by McShane, to adjourn the meeting. MOTION CARRIED UNANIMOUSLY.

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Meeting adjourned at 9:46 p.m.

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JAMES K. MITCHELL, MAYOR

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PATSY K. CANTRELL, CITY CLERK/TREASURER