



**Regular City Council Meeting  
7:00 p.m., Tuesday, February 19, 2019  
City Council Chambers  
23600 Liberty Street  
Farmington, MI 48335**

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## **REGULAR MEETING AGENDA**

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF ITEMS ON CONSENT AGENDA**
  - A. City Council Minutes:**
    - a. Jan. 22, 2019 Special Meeting**
    - b. Jan. 22, 2019, Regular Meeting**
    - c. Jan. 29, 2019, Special Meeting**
    - d. Feb. 4, 2019, Regular Meeting**
    - e. Feb. 12, Special Meeting**
  - B. Accept Minutes from the City Board and Commission**
  - C. Farmington Quarterly Financial Report – 12/31/18**
  - D. Farmington Quarterly Financial Report Court – 12/31/18**
  - E. Farmington Quarterly Investment Report – 12/31/18**
  - F. Farmington Monthly Payments Report**
  - G. Farmington Public Safety Monthly Report**
  - H. Oakwood Cemetery Rule Revision**
- 5. APPROVAL OF REGULAR AGENDA**
- 6. NEW BUSINESS**
  - A. Appointments to Boards and Commissions**
    - a. Planning Commission**
    - b. Community Health Committee**
    - c. Zoning Board of Appeals**
  - B. Second Reading and Consideration to adopt Stormwater Management Ordinance**
- 7. DEPARTMENT COMMENT**
- 8. CITY COUNCIL COMMENTS**
- 9. ADJOURNMENT**



Special City Council Meeting  
5:30 p.m., Tuesday, January 22, 2019  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

## SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on January 22, 2019, in Farmington City Hall, 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 5:31 p.m. by Mayor Steve Schneemann.

### 1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Present	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

#### **City Administration Present**

DDA Director Knight (arrived at 6:25 pm)  
City Clerk Mullison  
City Manager Murphy  
City Attorney Schultz (arrived at 6:24 pm)  
City Treasurer Weber (arrived at 6:27 pm)

### 2. APPROVAL OF AGENDA

**Move to approve the agenda.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	LaRussa, Councilmember

### 3. PUBLIC COMMENT

Ron Cline, 23801 Farmington Road, expressed concern with the proposed Oakland Street Project plans.

#### 4. **BOARDS AND COMMISSIONS INTERVIEWS**

##### a. **Liam Healy, Board of Review, Planning, Community Health**

Council interviewed Mr. Healy for service on a board or commission. Topics covered were his past experiences, his reasons for wanting to serve the City, and the qualities he would bring to a Farmington board or commission.

##### b. **Daniel Westendorf, Planning Commission (currently serves on Historical Commission)**

Mr. Westendorf was interviewed for his interest in serving on the Planning Commission. He spoke of appropriate development and scale, commenting on timing and overall worth of plans. Council examined his general views on planning and variance requests.

##### c. **Julia Mantey, Planning Commission (currently serves on Commission on Community Health)**

Ms. Mantey would like to serve Farmington on the Planning Commission or Board of Appeals. Council asked her questions relating to requirements that are specific to projects, the particular needs of Farmington, and her current service with the Commission on Community Health.

#### 5. **BOARDS AND COMMISSIONS APPOINTMENT: BOARD OF REVIEW**

Discussion ensued pertaining to Mr. Healy's qualities in relation to the current opening on the Board of Review.

**Move to appoint Liam Healy to the Board of Review for a term ending December 31, 2021.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Galvin, Councilmember
<b>SECONDER:</b>	Taylor, Councilmember
<b>AYES:</b>	Galvin, LaRussa, Schneemann, Taylor, Bowman

#### 6. **OAKLAND STREET PROJECT INTRODUCTION**

City Manager Murphy introduced a project to repair and improve Oakland Street between Farmington Road and Grand River. Matt Parks of Orchard Hiltz McCliment (OHM) summarized the intent and specifics of the proposed project.

Schneemann gave context to the mission of the discussion at this meeting. Individual Council members quizzed Parks, Murphy, and City Treasurer Weber about what exists presently and what is planned. Galvin addressed funding from the DDA and the project's impact on residents, and spoke as liaison to the Parking Committee. Bowman wanted this discussion to be the first of many on this project. Schneemann described the process through which the design committee

moved to arrive at the proposed project. Galvin requested that the DDA plan specifically for landscaping costs and upkeep and that administration develop a strategy for addressing cost overruns. LaRussa asked for better communication around projects such as this.

**7. OTHER BUSINESS**

No other business was heard.

**8. COUNCIL COMMENT**

No Council comment was heard.

**9. ADJOURNMENT**

**Move to adjourn the meeting.**

<b>RESULT:</b> <b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b> Bowman, Mayor Pro Tem
<b>SECONDER:</b> Taylor, Councilmember

The meeting adjourned at 6:59 p.m.

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Steven Schneemann, Mayor

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Mary J. Mullison, City Clerk

Approval Date:



Regular City Council Meeting  
 7:00 p.m., Tuesday, January 22, 2019  
 City Council Chambers  
 23600 Liberty Street  
 Farmington, MI 48335

**DRAFT**

## REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on January 22, 2019, in Farmington City Hall, 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 7:05 p.m. by Mayor Schneemann.

### 1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Present	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

#### **City Administration Present**

Director Christiansen  
 Director Demers  
 Superintendent Eudy  
 City Clerk Mullison  
 City Manager Murphy  
 City Attorney Schultz  
 City Treasurer Weber

### 2. PLEDGE OF ALLEGIANCE

### 3. PUBLIC COMMENT

Doug Reynolds of the Emergency Preparedness Commission outlined the January Tip of The Month: How to prepare if you have to evacuate your home.

### 4. APPROVAL OF ITEMS ON CONSENT AGENDA

- A. Accept Minutes from City Boards and Commissions
- B. City of Farmington Council Meeting Minutes
  - 1. December 17, 2019 Special
  - 2. December 17, 2019 Regular
  - 3. January 7, 2019 Regular
- C. Farmington Monthly Payments Report
- D. Farmington Public Safety Monthly Report

**Move to approve the consent agenda as presented.\*\***

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

## 5. APPROVAL OF REGULAR AGENDA

**Move to approve the regular agenda as presented.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	Taylor, Councilmember

## 6. PRESENTATION/PUBLIC HEARINGS

### A. Special Event Requests

#### 1. Haitian Network: Bel Bagay Lakay – Haitian Arts & Crafts Festival

Margareth Corkery and Shirley Alce-Konate of the Haitian Network, along with Bill and Valerie McNeece, Farmington residents, requested approval for their proposed special event. Council asked about last year's event and what the City could do to help this year.

**Move to approve special event request for Haitian Art and Craft Festival scheduled July 27 and 28, 2019 in Riley Park.\*\***

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	LaRussa, Councilmember

#### 2. Bodhi Yoga: Downward Dog Days of Summer

Alana Abdal, owner of Bodhi Yoga, spoke about her desire to benefit the City and neighboring businesses by holding her proposed event.

**Move to approve Bodhi Yoga's Downward Dog Days of Summer event for Tuesday, June 11 from 6-7 p.m. in Riley Park.\*\***

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Taylor, Councilmember

**3. Farmington Library: Pavilion Story Time & Family Fun in Riley Park**  
**a. Library Pavilion Story Time**  
**b. Library Family Fun in Riley Park**

Maria Showich-Gallop, Farmington Public Library, thanked City Council and the City for many years of support with past summer events.

**Move to approve Farmington Community Library Special Event Application for: Pavilion Story Time: on June 20, 27; and July 11, 18, 25 from 11:00 a.m. until noon; and Family Fun in Riley Park on June 20, July 10, 24, August 7 and 21, 2019 with set-up time starting at 6:00 p.m. and the actual concert from 7:00 until 8:00 p.m.\*\***

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Taylor, Councilmember

**B. Proclamation: February 7 Declared National Optimist Day**

City Manager Murphy introduced Barry Armstrong and Tom and Cathy Neal of the Optimists to read a proclamation declaring February 7 as National Optimist Day.

**Move to declare the first Thursday of every February as National Optimist Day.**

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	LaRussa, Councilmember

**C. Farmington Farmers & Artisans Market Presentation & Update**

Market Master Walt Gajewski gave a presentation about the history, mission, and future of the Farmington Farmers & Artisans Market and included an overview of planned events for 2019. Galvin commented that it was easy to see why Farmington's market is considered the best market in Southeast Michigan and asked Gajewski to take a survey about parking impact. Taylor inquired about how ethnic groups other than those that already have planned special days could approach Gajewski with requests for events.

**Move to approve a Special Event application yet to be completed for the 2019 Farmington Farmers Market to be held on Saturdays beginning May 18th, 2019 through October 26th, 2019 from 9:00 a.m. to 2:00 p.m. in Riley Park.**

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

## 7. NEW BUSINESS

### A. Approval of Byrne Justice Assistance Grant (JAG) Contract

Director Demers gave background on Phase II of a public surveillance camera project available as a 2019 Byrne JAG agreement and requested that Council approve the grant award.

Galvin asked what happens to the videos that are gathered by government owned cameras and Demers responded that there was policy and procedure established in 2012 that would continue to be followed, including a shorter retention period. Discussion ensued about specific uses of camera data. LaRussa asked about Freedom of Information Act retrieval and disbursement. Demers referred the question to the City Attorney and stated that they would be treating the data like in-car camera recordings.

**Move to authorize the City Manager to sign the 2019 Byrne Justice Assistance Grant Agreement to accept the no match grant award of \$100,000 for the Phase II Public Surveillance Camera Program.\*\***

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	LaRussa, Councilmember
<b>AYES:</b>	Schneemann, Taylor, Bowman, Galvin, LaRussa

### B. Consideration to authorize purchase of replacement combination sewer and catch basin cleaning truck from Jack Doheny Supplies

Superintendent Eudy requested the purchase of a "Vector" to replace out of date equipment.

**Move to authorize the purchase of a 2019 Freightliner 4x2 Combination Sewer and Catch Basin Cleaning Truck in the amount of \$397,940.00 from Jack Doheny Company located at 777 Doheny Court, Northville Michigan 48167.\*\***

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Taylor, Councilmember
<b>AYES:</b>	Taylor, Bowman, Galvin, LaRussa, Schneemann

### C. First reading of Stormwater Management Ordinance

Eudy introduced a uniform Stormwater Management Ordinance and described the process for approval. In response to a question by Taylor, Eudy replied that this ordinance is being considered for adoption to be proactive. LaRussa asked Eudy to explain what the mechanism is to develop a best practices policy in the event of an illegal stormwater discharge. Schneemann requested that Eudy bring back suggestions for fines with the second reading of the ordinance.



**Move to approve the first reading of an ordinance to amend the Farmington City Code of Ordinances, Chapter 34, "Water & Sewers," to add Article IV "Stormwater Management," which regulates illicit discharge in the City. The ordinance shall be known and cited as the Illicit Discharge Elimination Program.\*\***

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	Taylor, Councilmember
<b>AYES:</b>	Bowman, Galvin, LaRussa, Schneemann, Taylor

**D. Consideration to approve payment for meter replacement program**

Eudy summarized SLC Meter's completed work and requested approval for payment for 333 residential water meters that were installed in all homes north of Grand River, Floral Park, Chatham Hills and east of Gill Road.

**Move to approve payment to SLC Meter located at 595 Bradford Street, Pontiac MI in the amount of \$21,312.00 for meter installation work completed January 25, 2019.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Taylor, Councilmember
<b>AYES:</b>	Galvin, LaRussa, Schneemann, Taylor, Bowman

**E. Consideration to adopt 2019 Recreation Master Plan**

Director Christiansen summarized the 2019 Recreation Master Plan and requested that Council approve a resolution to adopt the updated and revised 2016 Recreation Master Plan that was posted and had a public hearing at the January 14, 2019 Planning Commission meeting. Approval of the requested resolution allows Farmington to be eligible for grants in accordance with the Master Plan.

Galvin thanked Christiansen for all the work his department has put in to the plan. He highlighted how this plan will be very useful in obtaining funding for projects. LaRussa also thanked Christiansen for his work, and pointed out that some of the information in the plan was out of date since it was actually a 2016 plan. He requested that the Planning Commission update the plan to the present day. Christiansen stated that the requested updates will be undertaken and addressed.

Discussion ensued about whether and how this document can be amended as changing factors are incorporated, even with adoption of the resolution tonight. Schneemann asked Christiansen to come back to Council with a report including all of the updates that have been requested.

**Move to approve the resolution to adopt the 2019 Recreation Master Plan with the suggested administrative edits as described made by our City administrators.\*\***

<b>RESULT:</b>	<b>APPROVED AS AMENDED [4-1]</b>
<b>MOVER:</b>	Galvin, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem
<b>AYES:</b>	Schneemann, Taylor, Bowman, Galvin
<b>NAYS:</b>	LaRussa

**F. Consideration to accept proposal from Oakland County Water Resource Commissioner Office (OCWRC) to replace the 9 Mile Retention generator manual charge mechanism**

Eudy described the OCWRC proposal and requested authorization of funds to replace the generator charge mechanism.

**Move to accept proposal from Oakland County Water Resource Commissioner Office (OCWRC) to replace the 9 Mile Retention generator manual charge mechanism in the estimated amount of \$10,600.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem
<b>AYES:</b>	Schneemann, Taylor, Bowman, Galvin, LaRussa

**G. Consideration to accept proposal from Oakland County Water Resource Commissioner Office (OCWRC) to replace the 9 Mile Retention SCADA**

Eudy reviewed the plans for completion of an already approved project.

**Move to accept proposal from Oakland County Water Resource Commissioner Office (OCWRC) to replace the 9 Mile Retention SCADA in the estimated amount of \$12,000.\*\***

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem
<b>AYES:</b>	Taylor, Bowman, Galvin, LaRussa, Schneemann

**8. DEPARTMENT COMMENT**

Murphy announced that there will be a North American Active Assailant Conference in Troy on April 24, 2019 from 9:00 am – 3:00 pm with a session available for elected officials and city administrators.

Christiansen made himself available for questions. Galvin requested an update on the Maxfield Training Center development, and Taylor inquired about deadlines that might be expiring soon on the project. Christiansen reminded Council that this project is actually between the school system and the developer.

Eudy informed Council about budget and capital improvement meetings he and Weber have been having, mentioned that the Roads and Infrastructure Committee will hold a meeting on January 30, 2019, and reminded Council that the price for road salt has gone up.

Demers announced that Farmington has been named the sixth safest city in Michigan by the National Council for Home Safety and Security. He was asked about crosswalk signage by Taylor and said that they have found a vendor to create what our ordinance calls for.

## 9. CITY COUNCIL COMMENTS

Galvin commented on the new Oakland Street project, saying that overall it is a good project. He explained the upgrade necessary and the improvements proposed and described the cooperative nature of the funding necessary. He indicated that he had some initial concerns and questions that need to be answered before going forward with the project as planned. He is looking to the City Manager to address his concerns and implement a process for submittal of bids and approval. He also requested increased visibility of the DDA Board by using the dais in Council Chambers to broadcast and record their board meetings.

Taylor supports Galvin's suggestion for DDA meetings to be broadcast from the dais.

## 10. CLOSED SESSION:

- A. Collective Bargaining Negotiation
- B. Confidential Correspondence from City Attorney

**Move to enter closed session to discuss collective bargaining and confidential correspondence.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	Taylor, Councilmember
<b>AYES:</b>	Bowman, Galvin, LaRussa, Schneemann, Taylor

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

**Move to exit closed session.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	Taylor, Councilmember

Council exited closed session at 9:25 p.m.

**11. APPROVAL OF COAM WAGE INCREASE**

**Move to approve the tentative COAM Collective Bargaining Agreement adopting a 2% wage increase for the remainder of the term of the existing contract.\*\***

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem
<b>AYES:</b>	Taylor, Bowman, Galvin, LaRussa, Schneemann

**12. ADJOURNMENT**

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

Meeting adjourned at 9:30 p.m.

\_\_\_\_\_  
Steven Schneemann, Mayor

\_\_\_\_\_  
Mary J. Mullison, City Clerk

Approval Date:

**\*\***To view approved documents, please see the Agenda Packet link that is relevant to this meeting at <http://farmgov.com/City-Services/Government/Agendas-and-Minutes/City-Council.aspx> or contact the City Clerk.



Special City Council Meeting  
6:00 p.m., Tuesday, January 29, 2019  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

## STUDY SESSION MINUTES

A special meeting of the Farmington City Council was held on January 29, 2019, 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 p.m. by Mayor Steve Schneemann.

### 1. Roll Call

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Present	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

#### City Administration Present

DDA Director Knight  
City Clerk Mullison  
City Manager Murphy  
City Attorney Schultz  
City Treasurer Weber

### 2. Approval of Agenda

Move to approve the agenda as amended.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Taylor, Councilmember

### 3. Public Comment

Mark Accettura, 33414 Oakland, expressed delight at the Oakland Street project.

Gretchen Cline, 23801 Farmington, spoke about her concern over the disruption and scope of the Oakland Street project.

Marilyn Radojcich, 33414 Oakland, Unit #3, agreed with parts of the Oakland Street project and really objected to others.

Dan Blugerman, Thomas Duke Company, 37000 Grand River, informed Council that he will be working on leasing the downstairs property for the Masonic Temple.

Todd Craft, 23040 Gill Road, President of the Farmington DDA, described the thought and consideration that went into the design and is excited for the Oakland Street project.

Ron Cline, 23801 Farmington Road, commented on the negative impact of the Oakland Street project on his residence.

#### **4. Oakland Street Project**

City Manager Murphy recapped the details of the proposed Oakland Street project.

Galvin began by addressing the parking portion of the project since he is the Council liaison to the Parking Advisory Committee. He said the Parking Committee tries to be data driven rather than opinionated. He acknowledged that adequate parking helps business and new parking adds value to the downtown area. He mentioned that he was aware of the costs of developing parking and advised that the economic cost of parking should be considered in any plan. He thanked Murphy for a comprehensive background update and the motion reflects more of what might need to happen. Treasurer Weber responded to a question by Galvin with a fund balance update of what monies might be used for this project. DDA Director Knight was asked about maintenance requirements of further landscaping and submitted a report to Galvin that lays out the specifics of streetscape maintenance in the downtown, including lists of plants and other materials to replace in the next season and a tree lifespan estimate for all of the trees installed in the current streetscape. Galvin made a suggestion to Knight that there should be a real-time portal to allow residents to address problems or complaints directly. Knight responded by relaying information about the current level of care the DDA uses to address problems. He concluded by affirming his general support of the project.

Taylor asked Murphy to clarify the bid language in the motion before her. She supports this project, and commented that the Masonic parking lot will probably be going away as a public lot if there is a new tenant and the new parking places will replace those. She also mentioned that the project would make Oakland Street more walkable.

Bowman complimented administration on the level of education provided to her so that the project was more understandable. She commented that Farmington does not lack passion on projects like this and spends a lot of time on how money is spent. This is a unique project in that it affects business, residential, DDA, and City concerns. She stressed that considerations will be heard as this plan moves forward. She addressed a resident's concern about the Oakland Street project delaying the Farmington Road Streetscape project by stating that the Farmington Road plans were very much on the table, whether the Oakland Street project goes forward or not. Knight responded to Bowman's question about what the cost benefit of having a tenant in the Masonic would do for Farmington by citing cultural improvements, place making, expansion in a new direction and a providing a big welcome to downtown. Bowman concluded with a statement about changes like this being typically met with adverse reaction. She promised that the city will figure this out together.

LaRussa noted the impact on the surrounding residences and asked Knight about how landscape and hardscape plans were chosen. She said that designers and architects and engineering consultants made a combined effort to affect town culture, street-calming, and intelligent plant material choice and were carefully engineered to include safety for pedestrians and visually captures where the gateways are. Matt Parks of OHM conveyed an engineering standpoint which highlighted safety, adding that ADA accessible elements and plantings would

give an indication of points of access to the walkthrough. He noted that they took the advice of the DDA design committee to minimize issues. Jessica Howard agreed that pedestrian safety and funneling pedestrians to the safest passage was an important part of the plan. LaRussa said that decisions about plans can be reversed anywhere along the way, but noted that the bump outs on the south side might impede a reversal of that decision once they were installed. He asked OHM what else should be included to add value to the project that may not have been thought of and Parks acknowledged the necessity of communicating with utility companies to include future needs. He concluded with the wish for this project to be executed as well as it was planned and indicated support for the Oakland Street project.

Schneemann also thanked the administration, the DDA, and the engineering firm for the significant work done to plan this project. He pointed to the significant scrutiny this project has garnered for a relatively small project and stated that once bids come in, Council will have actual, not theoretical, costs to decide on. He noted that downtown Farmington projects make the most impact on the most people, but that he was particularly sensitive to concerns expressed by the residents who spoke during the public comment portion of this meeting. Schneemann directed Murphy to hold outreach meetings in the next week or two to allow a dialog between those most impacted and the treasurer, the DDA, and the engineers to answer questions. Schneemann concluded by recapping the bid process for the project at hand.

In response to a question from Galvin, Murphy spoke about the current budget and why this project required a motion from Council to move forward and go out for bids, unlike other projects that come before Council after the bidding process. Galvin concurred with Schneemann that this is a high profile project and needs a higher level of scrutiny.

Murphy stated that the DDA and administration had already planned to have two public meetings; one before the bidding process and one after.

**Move to direct the City Administration and City Engineer to prepare and issue bid documents for the Oakland Street Project utilizing the current plans provided to the City Council, with the understanding that the level of participation between the City and the DDA will need to be formally agreed upon before any construction contract is awarded.\*\***

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Galvin, Councilmember
<b>SECONDER:</b>	LaRussa, Councilmember
<b>AYES:</b>	Bowman, Galvin, LaRussa, Schneemann, Taylor

## 5. Other Business

No other business was heard.

## 6. Council Comment

LaRussa would like to start a dialog soon about what the millage means to projects and concerns. He was concerned that a looming millage discussion will devolve into regular budget meetings and get lost.

Taylor added a request to Murphy that administration present Council with a couple of options on ways to discuss the millage in future, indicating that she would like it to be by the next meeting or the one after that.

Galvin announced that there would be a February 20th Parking Commission meeting at 7:00 pm.

## 7. Adjournment

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

The meeting adjourned at 7:07 pm.

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Steve Schneemann, Mayor

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Mary J. Mullison, City Clerk

Approval Date:

**\*\***To view approved documents, please see the Agenda Packet link that is relevant to this meeting at <http://farmgov.com/City-Services/Government/Agendas-and-Minutes/City-Council.aspx> or contact the City Clerk.





Regular City Council Meeting  
7:00 p.m., Monday, February 4, 2019  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

## REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on February 4, 2019, 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 Steve Schneemann.

### 1. Roll Call

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Absent	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

#### **City Administration Present**

Director Christiansen (left at 7:20 pm)  
City Clerk Mullison  
City Manager Murphy  
City Attorney Schultz

### 2. Approval of Agenda

**Move to approve the regular meeting agenda with an amendment to move the Update to the Recreation Master Plan to Item 4 thus making Board and Commission Interviews and Gill Road Update Items 5 and 6.**

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	LaRussa, Councilmember

### 3. Public Comment

Jeff White, 9353 Houghton, Livonia, spoke about property management of the Winery on Grand River and elder abuse issues.

Eric Gensheimer, 33800 State, mentioned that he would like to become active with the City and turned in his boards and commissions application.

#### **4. Update on Recreation Master Plan**

Director Christiansen highlighted adjustments made to the Recreation Master Plan as requested by Council at their last meeting. LaRussa enquired about the Planning Commission not being listed on the cover of the Master Plan and also asked about details in reference to the timeline specified in the Plan. Christiansen reminded Council that this is a living, breathing document and adjustments can and will be made.

#### **5. Board and Commission Interviews**

##### **a. Sarah Davies– Beautification Committee Interview**

Council questioned Ms. Davies about her interest in becoming a member of the Beautification Committee. Bowman commented that Davies ideas and interest can make a difference and asked what she might bring from her experiences with the Keep Farmington Beautiful group to the Beautification Committee. Davies indicated that her interest areas (Jaycees, Keep Farmington Beautiful, Beautification Committee) could be brought together to improve Farmington. Taylor asked Davies what improvements she would like to make and was informed that she would want to add more recycling receptacles and trash cans for use in public areas. LaRussa expressed excitement at having Davies involved with the Beautification Committee but asked if there would be a need to keep her interest areas separate. Davies suggested that some things might need to be accomplished with a more formal city organization as opposed to a grass-roots group like Keep Farmington Beautiful. Schneemann asked her if she was familiar with the mission statement of the Beautification Committee and asked what she might want to be engaged in that the Beautification Committee is already doing. She cited tree concerns, plant exchanges, and more awards for exceptional effort in the community.

##### **b. John McLoughlin – Planning Commission Interview**

Mr. McLoughlin informed Council why he would be a good candidate for the Planning Commission. He indicated that he would like to see improvements in areas that are not being utilized well or at all. He was asked about his long residence in Farmington and about whether he was interested in other volunteer opportunities if not invited to join the Planning Commission. He indicated that he might be interested in getting more involved in other ways. LaRussa told McLoughlin that he would bring a wealth of knowledge and experience and asked how he would approach a specific planning problem brought before the Commission. McLoughlin has a manufacturing background but admits that he would have to learn a lot about zoning and ordinances to be effective. He also stated that he believes that land holders should be able to do what they want to do with their own property within the city's rules and regulations. Schneemann assured him that personal property rights and city interests were both well looked after by the city attorney and the city's consultants. When offered the opportunity to ask Council a question McLoughlin asked if Council was getting what they hoped to get from the Planning Commission. Schneemann answered by detailing the balancing act that plans have to go through before approval.

##### **c. David DeLind – Planning Commission Interview**

Mr. DeLind discussed his time on the Board of Review and the general role of that group. He explained that he was applying to be appointed to the Planning Commission because it would fit his skillset better and he would be more involved on a regular basis, not as the Board of Review operates, just three to four times a year, if necessary. He told Council that he wants to put a human face on taxes and have some influence on the City as his daughter grows up. Bowman mentioned how many well qualified candidates Council has to consider for Planning Commission and asked DeLind if he would be interested in other volunteer opportunities. He indicated that he wasn't going anywhere and would be interested in zoning or planning. Taylor asked what it was about the Master Plan that drew DeLind to move to Farmington and he indicated that infill and redevelopment rather than expansion provides social capital to the community. DeLind stated that he was on Meridian Township DDA and Planning Commission before moving to Farmington.

Council decided to put off a Planning Commission appointment until a future meeting after all applicants could be interviewed and the full Council can be present.

**Move to appoint Sarah Davies to the Farmington Beautification Committee for a term ending June 30, 2021.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	LaRussa, Councilmember
<b>AYES:</b>	LaRussa, Schneemann, Taylor, Bowman
<b>ABSENT:</b>	Galvin

## 6. Gill Road Parking Update

City Manager Murphy presented an update, as requested by Council, on the effect of the additional parking allowed on Gill Road through a resolution made at the October 1, 2018 Council meeting. Council expressed appreciation for Director Demers work on this issue.

## 7. Special Event Applications for Shiawassee Park

### a. Telaganda Development Forum

Council discussed the special event application from Telaganda Development Forum. Bowman expressed concerns about parking and requested that the hosts of the event have some sort of traffic director when the small lot is full. Schneemann also asked that additional effort be made in respecting nearby residents' rights. A simple A-frame sign was suggested to direct participants to additional parking. Council asked Murphy to have a conversation with Director Demers and Superintendent Eudy about suggestions to assist in parking and crowd control.

**Move to approve the special event request for Telangana Development Forum (TDF) – Detroit Chapter at Shiawassee Park scheduled June 15, 2019, between 8:00 a.m. and 6:00 p.m.\*\***

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Bowman, Mayor Pro Tem  
**SECONDER:** LaRussa, Councilmember

**b. Lanigan Elementary – Eggstravaganza**

**Move to approve the special event request allowing Lanigan Elementary to host an Eggstravaganza egg hunt to raise funds for 5<sup>th</sup> grade camp at Shiawassee Park on April 6 from 11 a.m. until noon.\*\***

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** LaRussa, Councilmember  
**SECONDER:** Taylor, Councilmember

**8. Other Business**

LaRussa was approached by a resident in the Farmington Oaks Apartment Complex about onsite recycling at her rental property. He asked if there is a process for mandating recycling in a multifamily unit and would like Council to take up the recycling ordinance to include multifamily housing. Schneemann indicated that Council was not prepared to make any decisions on such a big topic, but asked if LaRussa brought this topic to light so that it could at least be examined. Murphy enumerated some of the problems that have been seen by other cities and LaRussa directed Murphy to address the particular resident with answers to her questions. Schneemann expressed pride in Farmington's present recycling effort. Taylor would like a study session to see what other communities do for rental property recycling.

**9. Council Comment**

LaRussa thanked Christiansen and Murphy for getting updates into the Recreation Master Plan to make all details relevant to other Farmington city plans.

**10. Adjournment**

**Move to adjourn the meeting.**

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Bowman, Mayor Pro Tem  
**SECONDER:** Taylor, Councilmember

The meeting adjourned at 8:45 p.m.

\_\_\_\_\_  
Steve Schneemann, Mayor

\_\_\_\_\_  
Mary Mullison, City Clerk

Approval Date:

\*\*To view approved documents, please see the Agenda Packet link that is relevant to this meeting at <http://farmgov.com/City-Services/Government/Agendas-and-Minutes/City-Council.aspx> or contact the City Clerk.



Special City Council Meeting  
7:00 p.m., Tuesday, February 12, 2019  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

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## STUDY SESSION MINUTES

A special meeting of the Farmington City Council was held on February 12, 2019, 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 7:00 p.m. by Mayor Steve Schneemann.

### 1. Roll Call

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Present	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

#### City Administration Present

City Clerk Mullison  
City Manager Murphy  
City Attorney Schultz  
City Treasurer Weber

### 2. Approval of Agenda

Move to approve the agenda as presented.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

### 3. Public Comment

David Ryall, 35838 Briar Ridge Lane, asked Council to explain part of the summary of recommendation that would be discussed at this meeting.

#### 4. City Administration New Millage Initial Recommendation

City Manager Murphy introduced an administrative recommendation to utilize the millage increase of 3 mills for 10 years that was approved by the residents of the city on November 8, 2018.

Murphy requested Council come to a consensus on the split of the millage, which projects should be funded, how the capital projects should be funded, and what changes to operations need to be made.

Schneemann commented on procedure for the meeting and opened the floor to council questions and comments. Topics discussed were unlevied tax balance, possible ways to split the millage funds between operations and capital improvement projects, priority and preliminary scope of projects being considered, and communication with Farmington residents about use of millage funds.

A majority of the council felt that a split of one mill to operations and 2 mills to capital projects was a good place to start.

Members of Council requested that administration continue to communicate about a list of projects to be considered and create a budget statement policy in terms of benefits and pension. They indicated their individual capital improvement priorities and concerns and discussed next steps in the process for planning.

#### 5. Other Business

##### Move to add second Public Comment after Other Business.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	LaRussa, Councilmember

LaRussa asked to continue his appointment to the joint broadband commission since their charter had recently been renewed by the City of Farmington Hills. He asked for future agenda time to present the group's findings.

##### Move to re-appoint Joe LaRussa to Joint Broadband Commission.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

LaRussa also asked for first meeting in April to be at the dais instead of in the conference room as is customary.

#### 6. Public Comment

David Ryall, 35838 Briar Ridge Lane, gave Council his opinion on uses for the millage funds.

**7. Council Comment**

No council comment was heard.

**8. Adjournment**

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

The meeting adjourned at 8:22 pm.

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Steve Schneemann, Mayor

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Mary J. Mullison, City Clerk

Approval Date:



<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: February, 2019</b>	<b>Item Number 4B</b>
<b>Submitted by: Melissa Andrade</b>		
<b><u>Agenda Topic:</u> Accept Minutes from City's Boards and Commissions</b>		
<p>CIA: February meeting canceled DDA: January 2019 Historical: No quorum in January Parking: November 2018 Planning: January 2019 ZBA: February meeting canceled Library: December 2018 Farmington/Farmington Hills Arts Commission: Not yet posted Commission on Children, Youth and Families: January 2019 Emergency Preparedness Committee: December 2018</p>		



The January 9, 2019 meeting was called to order by Todd Craft at 6:09 p.m.

**1. ROLL CALL**

PRESENT: Tom Buck, Todd Craft, Sean Murphy, Steve Schneemann, Kathy Griswold, Rachel Gallagher and Micki Skrzycki

ABSENT: Stephanie Clement, Tom Pascaris

OTHERS PRESENT: Kate Knight, DDA Executive Director  
David Murphy, City Manager

**2. APPROVAL OF ITEMS ON CONSENT AGENDA**

**Motion by** Skrzycki, seconded by Griswold to approve the following items on the consent agenda:

- a. Financial Report
- b. Minutes: December 5, 2018 Meeting
- c. Minutes: December 11, 2018 Meeting

**Motion carried 7-0-2.**

**3. APPROVAL OF REGULAR AGENDA**

**Motion by** Gallagher seconded by Murphy to approve the January 9, 2019 agenda as presented.

**Motion carried 7-0-2.**

**4. PUBLIC COMMENT**

Call to the Public at 6:11 p.m.

Call to the Public closed at 6:11 p.m.

**5. FINANCIAL SNAPSHOT**

Schneemann inquired whether the full financial report needs to be presented in hard copy at meetings. Buck suggested that the full financials might be included at the end of the packet, except that they are part of the consent agenda.

**6. EXECUTIVE DIRECTOR UPDATE**

## **Communications**

DDA is in the home stretch of contract with Metromode for communications. Knight explained that there is an upcoming event planned featuring the Future of Farmington with a panel discussion. Knight explained that the event would serve as community outreach and publicity, and an invite to community corporate partners to join in the sustained effort to create content about Downtown Farmington. Date is pending in February; DDA will require participation by Metromode founder Brian Boyle as part of the panel. Additional panelists will be identified in the coming weeks with support from Metromode. The venue will be Farmington Civic Theater. There was a dead stretch of coverage through the holidays (two weeks), through which no content was published. Knight confirmed that there would be additional/supplementary content to reach beyond the end of January contract ending terms. Knight stated that she and President Todd Craft had met with Metromode CEO Boyle in December, at which time Boyle pledged that IMG/Metromode would continue coverage of the Farmington community even after the highly concentrated On the Ground contract had finished. Knight commented on the high quality of the content; the DDA has negotiated to retain rights to use the professional photography for promotion and communication efforts. Gallagher stated that she has reached out to press corp veterans to gauge their interest in supporting the effort. Schneemann shared that he had recently discussed local history with Metromode's Farmington On the Ground writer, local resident Jenn McKee, and that the topic of architectural significance may be a future focus.

## **Events**

Knight shared that she had been interviewed for an article written by Sharon Dargay, published in the Detroit Free Press, HometownLife.com and the Observer Eccentric, published December 27, regarding community reaction to Founders Festival moving from downtown to Shiawassee Park for 2019. Knight offered to email the link to any Board members who still had not read it. Hard copies were available at the meeting as well. Knight shared that the article had varying views from merchants. The Board will address the topic in discussion within the agenda later during this meeting.

## **Capital Improvement and Work Planning for 2019-2020**

Knight reminded the Board that they had appointed her to represent DDA interests on the City's Capital Improvement Plan. A link was provided to the Board in addition to the packet via email on January 8, with the exhaustive Capital Improvement Plan as publicly shared on the city website. Additionally, last year's work plan is included in this packet, for Board planning and consideration. Any comments and feedback may be provided prior to the Board's discussion at the February 6 meeting. Knight stated that she will reach out individually to Board members to confirm their feedback prior to the next meeting. Knight will bring notes compiled from individual Board comments to the next meeting. On February 6, the Board will collaborate to prioritize DDA projects and efforts. This will inform the DDA budget for the upcoming fiscal year.

## **Public Art**

The DDA's first mural project was installed the first week of December. Public response has been very positive. According to Knight, "People like it." Social media engagement indicates that more than 9,000 people have engaged on two posts on the project.

The Public Art Committee has additional plans. They will meet on January 16 to develop planning for the year. This will include hosting an evening with muralist John Martin at MI.Mosa on Feb 3 at 5:30pm. Other programs in development include partnering merchant windows with artist installations. Knight indicated that DDA Board representation is strong with Public Art (Buck, Skryzcki, Gallagher). Craft asked whether there was a plan to have someone from the Public Art Committee report back directly to the Board "once in a while", other than within the Director's Report update, since there are so many Board members on that committee. Knight said that she had looked into exactly that organizational question in recent weeks, pertaining to how volunteer committees were formed and approved. The DDA By-Laws indicate that volunteers would be approved to join committees by the DDA President, and that any volunteer could be removed by majority vote of that committee. Knight stated that the DDA, as an accredited Main Street Committee, subscribes to the Main Street format for Committees, which are traditionally, Design, Organization, Promotion, and Economic Restructuring. These subcommittees convene on an as-needed basis.

The Public Art Committee, while non-traditional, was formed as a result of the Public Art Blueprint, published in 2017, which was developed through a Main Street Oakland County Technical Assistance grant. The current chair of this committee is not on the DDA Board. Knight has fielded increased volunteer interest in serving on the Public Art Committee. By-laws indicate that new committee volunteers need to be approved by the Board and appointed by the DDA president.

The Design Committee, which has recently formalized a standing monthly meeting date on the fourth Thursday at 7:30am, has seen a few resignations and a few new members. Schneemann stated that there hasn't been an official process for onboarding volunteers, saying, "Basically if you're willing to show up and volunteer at 7:30 in the morning, we'll take you." Skrycki: "We have volunteer committees, and we're going to impose conditions?" Craft stated that it would be beneficial to have committees report directly to the Board. Gallagher said that there had been this reporting in the past. Knight agreed that this could be incorporated into each meeting, particularly since a few committees are now meeting regularly. Skryzcki suggested that this could be incorporated in the February agenda. Buck suggested that the Board could expect a short report from the committee itself. Craft suggested that this could be at some interval, maybe quarterly. The Parking Committee, Craft gave as an example, could present more frequently. Skryzcki pointed out that the Parking Committee is a city group, not part of the DDA. Craft agreed, but stated that the DDA does interact with them (PC). Board consensus was that committee reports would be beneficial directly from each chair DDA Board liaison.

If activating Main Street Committees to form and report on an as-needed basis, Knight suggested that a DDA Board liaison be identified for any groups meeting to advise the Board. Murphy volunteered to represent the Promotions Committee, as Knight stated that she would be calling upon some creative industry volunteers to assist in development of print and creative content focus.

### **Main Street Oakland County**

Knight advised the DDA Board that the annual Main Street evaluation would be February 13 with the same officiant as 2018, Ray Scriber, from Louisiana Main Street. The format would be the same as previous years, with an open house for merchants, volunteers and Board members. Individual meetings are required with DDA officers and the mayor. The Board consented to make time for meeting that day. Knight concluded that there would be an evening report presentation that same date, at City Hall.

Knight shared the theme for MSOC Main Event Awards in May: Radio Hour. Knight will distribute the award catalog to the Board to begin planning efforts for application. Skyrzcki noted that last year's representation from Farmington was the strongest attendance ever.

### **7. Riley Park Lighting Installation**

Knight presented slides of the Harry Potter skating event at Riley Park ice rink, featuring the new lighting installation. Skyrzcki noted that the lighting "is the new centerpiece". Schneemann described the process of design and installation, pointing out that to get someone like Willson (contractor) to say yes to such a tiny, yet time-consuming, complicated project is rare. Schneemann praised the contractor. The Board thanked Schneemann for the design. Skyrzcki noted that rink usage has increased. Knight advised that the Board needed to ratify the spend for this project, as previously discussed, using proceeds from the Harvest Moon Celebration, through a formal motion.

MOTION by Buck, SECONDED by Schneemann, RESOLVED that the Board shall ratify the expenditure of \$14,646.32, paid to Willson-Swykert, QSC Jeffery Krappitz and Costco for Riley Park Festival Lighting, allocating funds from the Harvest Moon Celebrations proceeds 2017, 2018.

Motion carried 7-0-2

Buck inquired whether there was a way to increase attendance at the ice rink. Skyrzcki described the volunteer effort involved with the Ice Rink committee, which programs themed events and sells dasher board ads.

### **8. Founders Festival Discussion**

Knight shared an aforementioned article regarding local merchant discussion of Founders, as well as a letter from merchant Greg Cowley, proclaiming disappointment with the Chamber's decision to move the event to Shiawassee Park, out of downtown. Knight commented that there are merchants who support the

decision to move the event out of downtown as well. This is anecdotal, she shared, as no official survey has been conducted. It is important for the DDA to make a decision regarding the status of the Founders event which is supportive of the entire downtown business community, Knight maintained. The most vocal dissent has been from a couple of bar/restaurant owners whose business will be negatively impacted, they believe by the event leaving downtown. Said business owner has described the loss of 200,000 visitors to the event downtown. Schneemann stated that DPS numbers for the event last year indicated 35,000 attendees. Craft suggested that those merchants who are interested in developing private efforts to support lost business should go ahead and do it. Sckyrzcki reminded the Board that the DDA had recently managed the event for a number of years, and decided to pass the responsibility to the Chamber, due to the impact of event planning on the balance of other DDA work. Buck reminded the Board that at the time Founders had been acquired by the DDA to produce, there "wasn't a lot going on downtown". Much of Downtown Farmington's current programming originated from Founders, such as Art on the Grand.

Buck commented that the relocation of the event results in the loss of revenue for downtown businesses. Schneemann reiterated that the DDA must decide as a Board whether there would be a decision regarding the Founders event. Gallagher reminded that it was a Chamber, not DDA event. Griswold suggested that there might be an opportunity for downtown restaurants to create their own programming at Riley Park. Griswold emphasized that this would not be DDA-produced. Gallagher detailed the history of sidewalk sales by merchants as part of Founders. This could be recharged in the absence of Founders programming on downtown sidewalks. Craft asked, what is the Board willing to do to support downtown during the event as currently located out-of-downtown. Griswold suggested a shuttle from downtown to the park venue. Griswold suggested merchant coupons. Murphy commented that we may be surprised at the positive effect of event relocation. Schneemann said he would prefer to host the festival downtown due to tradition and brand. Buck listed several ideas, including expanding Farmers Market the weekend of Founders, progressive dinner programming from restaurant to restaurant, fun run. Gallagher stated that Legato owner Diane Cassidy would be willing to revive the Alley Regally tent from previous Founders events. It was a quieter alternative to the beer tent at the festival. Schneemann observed that Board discussion at this meeting is yielding many ideas which require organization and execution. City Manager David Murphy interjected to inquire whether the DDA would be condoning programming to compete and conflict directly with the Chamber's production of Founders, which would result in dilution of success on both sides (DDA and Chamber). Buck stated that he thinks the Chamber made a non-business oriented decision in relocating the event. Murphy suggested that the Chamber should be engaged in any discussion of downtown programming during the Founders event. Buck: who will pull this together on behalf of the DDA? Schneemann suggested that the ambassador to the Chamber should be the DDA president (Craft) or the DDA Director (Knight). Knight agreed to initiate a meeting immediately with the Chamber, with representation by DDA Director and President Craft. Knight observed that the Board would have to decide what portion of the DDA work plan should move or adjust to accommodate staff time inherent in administering Founders-related tasks. Buck stated that we must find merchants willing to take on responsibility for events.

Buck described this as “creating the sandbox for others to play in”. Schneemann inquired who would be charged with creating the opportunity, and are we asking the director to go out and pound the pavement to organize merchants? Skyrzcki volunteered to work on it. Buck volunteered as well. Knight stated that, even with Board involvement, there would be “sandbox maintenance” required. Craft summarized: We need an ad hoc Board Committee to work with merchants. Skyrzcki volunteered to spearhead the effort. Knight: Should the Board appoint a chair? Buck agreed to help. Chairs identified: Skyrzcki and Buck. Buck appreciated the collaborative spirit of Board discussion tonight.

## **9. Capital Improvement and Work Planning for 2019-2020**

Knight reiterated materials have been provided to the Board in this packet and that she will reach out individually to Board members to confirm their feedback prior to the next meeting. On February 6, the Board will collaborate to prioritize DDA projects and efforts.

## **10. Oakland Street Project**

Knight summarized previous discussion of the project as it concluded at the DDA Special Meeting. All material from the OHM presentation has been included again in this Board packet. The topic was tabled with the agreement to revisit the decision at the January 2018 Board meeting. Buck stated that the DDA cost represented 52% of the total proposed project. Griswold stated that in detailed discussion with Clement (not present), she and Clement has evaluated past initiatives this fiscal year involving property acquisition which equaled the investment proposed by the Oakland Street project. Griswold stated that the value of the Oakland Street project surpassed the value of previous projects considered. Gallagher: Love it. Let's do it (Oakland project). Buck stated his concern that the project cost increased dramatically over the time it developed with design and engineering. Buck is not entirely convinced that there are not other opportunities that might be targeted instead. Buck stated that doing the project does make sense, but personally believes that the cost is too high. Schneemann: This is a great project and this is why we have the DDA, to support and make happen projects that improve and support the downtown. Schneemann agrees with Buck in that it would be ideal to have some funds in reserve, which the DDA will. Schneemann is not concerned that the DDA will miss out on other opportunities that may come along. If the “opportunity of a lifetime” comes along, there are other ways to obtain financing. A big part of going forward with Oakland Street has to do with the statement voters made last fall in supporting a millage to execute capital improvements in the city, including downtown. Murphy stated that he is supportive of the Oakland Street project. He is mindful of the importance of the Farmington Road Streetscape, which he feels would be the most important capital project target. Knight confirmed that the DDA would not have enough capitol, regardless of investing in Oakland, to accommodate debt service for Farmington Road, and that DDA contribution to that effort would be structured differently. Schneemann stated that DDA support of Oakland Street sends a strong message to City Council that the DDA is committed. Murphy reiterated that the project in total is a good value not only in parking, but as a gateway into downtown, a pedestrian connection that serves to expand the business

district and connect neighborhoods into downtown. Skyrzcki agrees with Buck that she thinks that it dips into the fund balance too much, but she also thinks we need to do this. It's a statement of commitment to the downtown community and the public that we are making decisions to improve the quality of downtown. Buck recommended that the motion language include a "not to exceed" clause. Schneemann reminded that the project would need to be approved by City Council after DDA approval, to move forward. Craft agreed with Murphy that the project is a strong gateway into downtown and it improves perception of the community as a whole. Parking and streetscape improvements on Oakland will support the introduction of a long term lease at the Masonic Lodge. Craft is also concerned about dipping into fund balance, citing other development opportunity currently under confidential exploratory status. The DDA should be aware that there might be other opportunities arising. Schneemann commented that any significant development project downtown wouldn't necessarily be impacted by the small amount (comparatively) available from the DDA fund balance. Knight stated that there would be other mechanisms for funding development downtown. Craft observes that the project is costly, but believes that the impact and benefit of the project as proposed, create maximum value for the downtown.

#### ACTION:

MOTION by Gallagher, SECONDED by Skyrzcki, RESOLVED, that the Board approve the DDA's participation in the Oakland Street Project. The DDA's participation includes all landscaping and electrical components, as well as a contribution to road reconstruction to accommodate parking, of \$80,000, already allocated. The project includes the following elements and estimated costs:

Project total: \$646,000

DDA Landscape and Electrical: \$258,000 (plus \$80,000, allocated from 2018-19 budget)

Motion to fund DDA portion of project, not to exceed \$338,000 or 52% of project cost, whichever is less, is contingent upon City Council's agreement to share project costs.

Motion carried 7-0-2

### **11. Other Business**

Knight shared that DDA staffer Lydia Macklin-Camel has departed to accept a full-time position with the Nature Conservancy. Knight stated that she is proud and happy for Macklin-Camel, and grateful for the work she completed for the DDA. Macklin-Camel has agreed to stay on as a volunteer with the Public Art Committee. Knight will be posting the position as a part-time opportunity with the description Promotions Coordinator. The Board commented that Macklin-Camel had been a great employee.

Knight offered that there is an opportunity to attend the National Main Street Conference. It's in the DDA budget, there is scholarship available from MSOC.



Main Street evaluation recommends participation. Craft said that he would strongly consider it.

Schneemann thanked the Board for their consideration and commitment to the Oakland Street project. It has been a long time since the DDA took on such a capital project, and, particularly on the heels of the millage, it's a valuable demonstration of executing the will of the community.

Knight shared that the Masons are seeking a long term lease, and were eagerly anticipating the potential addition of parking on Oakland Street. They see it as beneficial in supporting business, and are looking carefully at their existing agreement with the city, which allows long term employee parking in their lot. An incoming tenant may pursue parking lot use terms which support their own business. Thus, additional parking on the west end of downtown, both for employees and visitors, becomes more necessary.

### **12. Board Comment**

Craft thanked the Board for their thought and time regarding the Oakland Street decision, which will enhance a very key area downtown.

### **13. Adjournment**

**Motion by** Schneemann, seconded by Buck to adjourn at 8:24 p.m.

**Motion carried 7-0-2.**

Respectfully Submitted,

Kate Knight  
Executive Director,  
Farmington DDA

The next regular meeting will be held at 6:00 p.m. on Wednesday, February 6, 2019, in the conference room at Farmington City Hall.

## Meeting notes: Farmington Parking Advisory Committee Meeting

Nov 28, 2018

### Attendees

Bill Galvin <bgalving@farmgov.com>  
Kenneth Crutcher <crutcherk@crutcherstudio.com>,  
David Murphy <DMurphy@farmgov.com>,  
Frank Demers <FDemers@farmgov.com>,  
Chris Halas <ch.halas@gmail.com>,  
Joe Mantey <cheeseladyfarmington@gmail.com>

### Agenda

1. Roll call - 7 p.m.
2. Approval of the agenda - Approved
3. Approval of the September 2018 Parking Advisory Committee Minutes — Approved
4. Public Comment — No Public Comments
5. Discussion on list of parking committee accomplishments —

Chief Demers presented an extensive, detailed list of accomplishments by the Parking Committee since its formation in 2015.

Galvin asked for clarification and more specifics regarding some of the items on Chief Demer's list. Chief Demers clarified many of Galvin's comments in the course of the meeting, but also agreed to revise the list with a greater level of detail for inclusion within these minutes. The following is the revised list submitted by Cheif Demers on Friday, 11/30/18:

### TIMELINE OF FARMINGTON PARKING ADVISORY COMMITTEE ACCOMPLISHMENTS

June 16, 2015 – First official meeting of the Farmington Parking Advisory Committee (FPAC). Outcome: Short term and long term goals were set and a plan was put into place to direct enforcement of parking ordinances.

July 2015 – Former FPAC Chair Elizabeth Turton made the first presentation to Council recommending 3 hour time limited parking and increasing parking fees from \$10 to \$25. Additional signage identifying time-limited parking was also recommended. Outcome: These recommendations were fully supported by Council.

July 2015 – Created color-coded map of Downtown Farmington to identify untimed and timed lots.

July 2015 – Organized a presentation from parking Kiosk and metered parking vendors.  
August 2015 - Article in Main Street Messenger regarding changes to downtown parking.

January 2016 – Recommended two (2) 15 minute Loading Zone in North Lot which were approved by City Council. A recommendation was also submitted to change the time limited parking on Grand River Avenue from 2 hours to 30 minutes. Outcome: Council approved the plan to implement the loading zones, but did not approve that request to change time limited parking on Grand River Avenue.

February 2016 – Researched and recommended Permit parking for Cook Building apartment residents. Outcome: Approved by Council

February 2016 - Identified additional time limited parking spaces along the west side of the Village Shoe Inn (previously thought to be private property). Outcome: 3 hour time limited parking signage was installed in this area and enforcement of those signs was initiated.

February 2016 – Engaged with Salem Church and Masonic Temple to use their lots for additional untimed parking. Outcome: Masonic Temple agreed to open up their parking lot for untimed parking. This lot is mainly used by North Lot employees. The PAC decided not to move forward with further engagement with Salem Church as their terms were not feasible.

February 2016 – Recommended ordinance prohibiting overnight parking in the State Street lot. Outcome: Approved by Council.

March – 2016 Identified and recommended additional untimed parking spaces on Thomas Street, School Street, Mayfield Street and State Street. Outcome: Approved by Council. Traffic Control Orders were amended to include additional street side parking in these areas.

March 2016 – Organized a discussion on financing of a public parking deck. This discussion included a presentation from a specialist in venture capital financing.

November 2016 – Identified additional public parking spaces in the South Lot behind the Vines and Clappison Building. These spaces were previously thought to be private. Outcome: Time limited parking signs were installed in these area and enforcement is ongoing.

January 2017 – Research to determine the economic value of parking spaces in downtown Farmington.

June 2017 – Consulted with OHM to research plans to redesign the striping in the South Lot to increase parking capacity. Outcome: Plans to restripe the South Lot to add additional parking are on hold until funding becomes available for this project.

June 2017 – Worked with the DDA to commission an updated parking analysis conducted by Walker Parking Consultants. Outcome: Walker study confirmed that parking enforcement is working.

July 2017 - Networking meeting with the City of Birmingham parking department.

August 2017 - Provided recommendations to Council to implement an ordinance prohibited Re-Parking in the downtown time-limited lots as well as an ordinance prohibiting the removal of the parking enforcement officers chalk mark. Outcome: Approved by Council.

October 2017 - Work with DDA to improve signage to better direct people to untimed lots. Outcome: New signage has been installed. Discussions are ongoing to further

improve wayfinding signage.

January 2018 - Created the Farmington Parking Matrix, a working document that identifies all of the private and public lots in the downtown Farmington area, the parking capacity of those lots and the owner information associated with those lots.

June 2018 – Reached an agreement with Chemical Bank to allow public parking in their lot after business hours. Outcome: Signage was installed permitting untimed parking in this lot after bank business hours.

July 2018 – Researched and recommended an ordinance to increase fines for repeat parking offenders. Outcome: Approved by Council.

Ongoing – Work to create public/private partnerships to create additional parking.

Ongoing – Monthly meeting to identify and evaluate long term parking management solutions.

Ongoing – Listen to complaints and/or recommendations from the public regarding parking related issues in the downtown area.

Ongoing – Educate employees and business owners on untimed parking spaces.

Outcome: Parking behavior has been modified in such a way that it supports the downtown business community.

Committee discussion regarding the list supplied by Chief Demers is summarized as follows:

Dialog between public and private entitees to improve the parking scenario in downtown Farmington has in many cases been fruitful. 60-80 new public parking spaces have been put into use. The committe has made recommendations to council. Not all have been approved. But the excercise of reviewing the list by Chief Demers raised committee awareness of items that can and should be reconsidered. Motorist behavior has been modified, which has resulted in improvements for the business community.

6. Discuss providing a data driven parking solutions in the area of Warner, School and Thomas Streets —

David Murphy provided all committee members The ROWE PROFESSIONAL SERVICES COMPANY Traffic Impact Assessment and Parking Analysis for Midtown Farmington.

The full report is on file in the City Managers office and can be viewed by anyone. Halas pointed out that the survey is based on a redevelopment plan that is no longer under consideration, but that The ROWE PROFESSIONAL SERVICES COMPANY Traffic Impact Assessment and Parking Analysis for Midtown Farmington is a potentially valuable tool that can be used for further consideration of potential future redevelopment projects in the area. Galvin suggested that more research needed to be done before specific solutions can be determined and recommended. For example, some boundaries and property lines within that area are not clearly indicated in the report. Other city data needs to be considered. David Murphy agreed to research and provide more data for those areas.

Mantey acknowledged that the research could take time and would not likely be available to impact our next meeting.

7. Discussion to determine the economic value of a parking space in downtown:

Galvin provided information from the book “The High Cost of Free Parking” By Donald Shoup

Committee dialog regarding the information presented is summarized as follows: A compelling argument that free curb parking is not a public good. It's rival in consumption because only one car can occupy a parking space at a time and there are many costs for not charging or at least time-limiting curb parking: traffic congestion, air pollution, accidents, wasted time and wasted fuel. The entire book is available at some libraries and for purchase at booksellers.

8. Discuss the best practices for public/private partnerships — David Murphy provided an update regarding his continued work with both Chase and Citizens banks to allow public parking in their lots. While not an immediate parking related accomplishment, Murphy informed the committee that the rapport he is developing with Citizens Bank resulted in sidewalk improvements on their site which has improved pedestrian safety. Murphy said he will continue to update the committee on his talks with both banks in future meetings.

9. Discuss Pedestrian Access from Parkint to Shopping — Halas provided the committee with an article published in the Oakland County Times that suggested the committee has been pursuing a course of action that has improved the business climate in downtown Farmington.

The article suggests improving walkways between parking lots and businesses. This inspired Mantey to request that the city look into improve lighting and wayfinding between the North Lot and the MTC lot.

Further: the raising of parking fines for repeat offenders is a recommended tactic to improve business vitality. It's proven successful in other communities and is consistent with actions taken by this committee.

The full article can be found on this link:

<http://oaklandcounty115.com/2018/10/01/mml-1-we-need-more-parking-or-do-we/>

9. Public Safety Update — Chief Demers presented his report. The data showed that fewer tickets have been issued since the increased parking fine took effect, improving the overall atmosphere of motorist and parking compliance in Downtown Farmington.

10. Items for future discussion — Crutcher suggested that with the opening of the

Samurai restaurant the city needs to monitor how parking in the surrounding area will be impacted. Chief Demers along with the rest of the committee agreed that is a good idea.

Crutcher also asked that agenda be re-ordered to improve meeting flow and efficacy. He would like Chief Demer's monthly report to be one of the first items on the agenda. This was not a formal motion, but all committee members agreed it was a good idea.

Galvin would like to discuss a plan for examining the existing conditions and capacity levels of the downtown's current inventory of long-term parking spaces.

11. Committee comments — Mantey asked the committee for their thoughts on postponing the December meeting to January as many of the actions related to the agenda items will take time to research and prepare. For both that reason and the fact that he will be traveling in December, Halas supported the idea of postponing the meeting. Crutcher needed to consider it further and said he would get back to Mantey about his availability. Galvin said he would prefer to have the December meeting. According to the bylaws of the committee, the chair (Mantey) is authorized to make the decision. As of this writing a decision about the December meeting has not been made.

12. Adjourn 8:37 p.m.

FARMINGTON PLANNING COMMISSION PROCEEDINGS  
City Council Chambers, 23600 Liberty Street  
Farmington, Michigan  
January 14, 2019

Chairperson Crutcher called the Meeting to order at 7:00 p.m. at City Council Chambers, 23600 Liberty Street, Farmington, Michigan, on Monday, January 14, 2019.

**ROLL CALL**

Present: Chiara, Crutcher, Kmetzo, Majoros, Perrot, Waun  
Absent: None

A quorum of the Commission was present.

**OTHER OFFICIALS PRESENT:** Director Christiansen, Recording Secretary Murphy

**APPROVAL OF AGENDA**

MOTION by Majoros, seconded by Chiara, to approve the Agenda.  
Motion carried, all ayes.

**APPROVAL OF ITEMS ON CONSENT AGENDA**

**A. December 10, 2018 Minutes**

MOTION by Kmetzo, seconded by Perrot, to approve the items on the Consent Agenda.  
Motion carried, all ayes.

**ELECTION OF OFFICERS**

**A. Accept Nominations for Chairperson**

Commissioner Chiara asked Crutcher if he would accept the nomination as Chairperson.  
Chairperson Crutcher accepted the nomination.

MOTION by Chiara, supported by Majoros, to nominate Ken Crutcher as Chairperson of the Planning Commission.  
Motion carried, all ayes.

**B. Accept Nominations for Vice Chairperson**

Commissioner Chiara asked Majoros if he would accept the nomination as Vice-Chairperson.  
Vice-Chairperson Majoros accepted the nomination.

MOTION by Chiara, supported by Waun, to nominate Steve Majoros as Vice-Chairperson of the Planning Commission.  
Motion carried, all ayes.

**C. Accept Nominations for Secretary**

Vice Chairperson Majoros asked Chiara if he would accept the nomination as Secretary.  
Commissioner Chiara accepted the nomination.

MOTION by Majors, supported by Perrot, to nominate Ken Chiara as Secretary.  
Motion carried, all ayes.

Director Christiansen congratulated the officers on their re-election.

**SITE PLAN REVIEW AND APPROVAL FOR SECOND BUILDING ADDITION – PROFESSIONAL PAVILION (ORCHARD TRAIL MEDICAL), 23133 ORCHARD LAKE ROAD**

Chairperson Crutcher introduced this item and turned it over to staff.

Director Christiansen stated this item is a site plan review and approval for a second building addition at Professional Pavilion, now known as Orchard Trail Medical, located at 23133 Orchard Lake Road. This item was introduced at the December 10, 2018 Planning Commission meeting. The City has been working with the new property owner of Professional Pavilion, again Orchard Trail Medical, regarding a proposed second building addition to the existing site. The proposed addition would be a 5,500 square foot one-story medical office and urgent care and additional changes to the existing site including parking lot improvements.

The existing site is located in the C-2, Community Commercial District, and requires review and approval by the Grand River Corridor Improvement Authority, the CIA, and the Planning Commission. The recently approved 13,500 square foot two-story medical office building addition is currently under construction on the site.

As indicated the Applicant has submitted a site plan for the proposed new one-story medical office building and the additional proposed site improvements. An aerial photograph of the existing site is attached with the staff report as well as the site plan submitted by the Applicant.



Site plan and engineering review letters from OHM Advisors, dated 12-7-18, are also included in the staff packet.

The Grand River Corridor Improvement Authority, the CIA, reviewed and recommended approval of the proposed site plan to the Planning Commission at their December 13<sup>th</sup> meeting and a copy of their meetings minutes from that meeting are attached.

The aerial photograph was put on the screen as well as the current application submitted by the Petitioner for the 5,500 square foot urgent care addition. The plans were put on the screen. Christiansen indicated there is a one-story office building on the southwest corner of the site and the Petitioner is acquiring that building and looking to demolish it, repurpose the site in that area as parking in order to provide parking for the 5,500 square foot addition.

The following were shown on the screen: the site plan, the existing building along Shiawassee with some frontage on Mooney Street as well, the 13,500 square foot addition to the northeast, and then the 5,500 square foot addition south of that, the utility plan, storm water management which is one of the issues reviewed in the OHM review letter, grading plan, soil erosion plan, photometric plan, the illumination on site, parking lot lighting, landscape plan indicating quite a bit of enhancement along Shiawassee Road as well as throughout the parking lot, the parking lot islands, tree plantings as reflected.

One of the questions that came up at the last meeting, the 5,500 square foot addition in its review, was sidewalk along Mooney Street, one plan didn't show sidewalk extended along there but it is and it's reflected on the plans on the screen and on the landscape plan as well.

The overview of the architect's rendering was put on the screen and the various elevations and were gone over in detail.

He stated there were review letters by OHM and that their representatives are present this evening to briefly review them with the Commission as well as Jim Barnas, the Applicant as well.

Crutcher asked the OHM representatives to come to the podium.

Marguerite Novak, OHM Advisors, came to the podium to give a brief outline of the letter she provided. She stated their comments are brief due to the fact that this second building holds little impact on compliance and zoning. She indicated with this location in the Community Commercial District, it generally meets the clearance, but there are a few comments on parking and building design and signage.

The proposed plan falls short of meeting zoning requirements for parking, the consideration of an offsite and peak utilization times between the urgent care and the existing buildings on the site, as well as utilization of nearby offsite parking, makes for a reduced ratio for this site.

One building design and signage they would like to see a little more detail there in order to show compliance for the zoning. They did see the renderings with color and texture, but they would like to see further identification of building materials as well as coloring to make sure the buildings are consistent on that site as well as compliance with the zoning.

Lastly, signage, the detailed drawings showing and size of all the proposed signage is needed in order to confirm accordance with the zoning department.

The comments were intended to help the Planning Commission discussion and direct that discussion and then all other comments are intended for the developer to encourage to work with the City to address them.

Chairperson Crutcher thanked Novak and opened the floor for questions from the Commissioners. Hearing none, he called Jessica Howard to the podium.

Jessica Howard, OHM Advisors, came to the podium. She stated overall in their letter they recommended site plan approval to the Planning Commission with some minor comments as well. She stated there were discrepancies on the plan, perhaps changes were made and the plans weren't updated. On one of the parking counts reflects twelve spaces when there were eleven, some minor changes like that. The circulation plan needs to show turning templates to make sure the largest vehicle accessing the site can actually maneuver throughout the site without damaging vehicles that could be parked in the area or going over the curbed island.

As far as utilities go, they wanted to have the plans show the location of the water and sanitary services to the existing building that are proposed to be demolished to make sure that those are filled or removed and then to show the proposed water service for this proposed building.

As far as grading and paving goes, they would like to see some additional spot grades to make sure the proposed sidewalk and handicap parking spaces are meeting the current ADA guidelines.

One of the comments addressed clarification with the proposed storm water and decreasing the impervious surface of the site. They recommend the Applicant consider

using some storm water best management practices to reduce the surface drainage going into the pipes and overloading the existing system.

There are some preliminary detailed engineering comments to help expedite the next review process if the Planning Commission so chooses to approve the site plan.

The floor was opened for questions from the Commissioners.

Chiara asked if with this type of urgent care would there be ambulances coming in there and the Applicant answered there could be and Howard stated that is why they would like to see circulation and turning templates to make sure that the ambulance could actually get in and out of the site with ease.

Crutcher thanked Howard for her review. He then invited the Applicant to the podium.

Jim Barnas, Contracting Resources, came to the podium. He stated most of the comments are incidental, both on the planning and the engineering, and he is sure they can be worked out with their engineering firm. He went on to say that he was here in December and answered most of the general questions that came before him and then asked the Commission if there were any specific questions they want answered.

Chiara inquired about the completion date and Barnas replied he is still waiting on a lease from the tenant and that is based on site plan approval so that is still in process. He indicated if everything goes right they could start construction in Spring and be done in Fall.

Crutcher inquired where the ambulances would pull up and Barnas replied there are two entrances and like any other municipal agency they can come anywhere they want, they can come up Mooney Street, they can come up Shiawassee, that they're going to go where they need to go when they need to do it.

MOTION by Majoros, supported by Chiara, to approve the site plan for the second building addition for Professional Pavilion, (Orchard Trail Medical), located at 23133 Orchard Lake Road, with the planning and engineering letters from OHM Advisors, both dated December 7, 2018 and their comments incorporated into the approval.

Motion carried, all ayes.

## **PUBLIC HEARING - REVISED 2016 RECREATION MASTER PLAN**

Chairperson Crutcher introduced this item and turned it over to staff.

Christiansen stated this item is a required public hearing on the Revised 2016 City of Farmington Recreation Master Plan. The Planning Commission briefly discussed a review of the attached City of Farmington 2019 Recreation Master Plan, it's a revised or updated version of the 2016 Recreation Master Plan, at the December 10, 2018 Planning Commission meeting and scheduled the required public hearing for this evening. The meeting minutes included in their packet reflects the discussion held on this subject at the December 10<sup>th</sup> meeting.

The requested action this evening of the Planning Commission is two-fold; one is to hold the required public hearing as scheduled and noticed on the City of Farmington 2019 Recreation Master Plan; and two, to make a recommendation on the proposed 2019 Recreation Master Plan and to forward that recommendation to City Council for their review and consideration.

Attached with the staff packet is a copy of the Notice, City of Farmington Planning Commission, public view period and Notice of Public Hearing as required. The City of Farmington Recreation Master Plan must have consideration by the Planning Commission and a public hearing must be held and that is what is scheduled this evening. And the Notice required was given and as indicated the Notice was given that the City of Farmington 2019 Recreation Master Plan, again the revised 2016 Recreation Master Plan prepared in accordance with State statutory requirements and the City's Comprehensive Planning Program and was available for public review. The Plan was made available for a 30-day public review period which commenced on December 16, 2018 and has ended January 14, 2019. The Plan was scheduled for public hearing and it was also available on the City's website for review and some inquiries and comments were received of a general nature but nothing more than that in consideration of the Plan this evening.

The 2019 Recreation Master Plan is a pretty detailed plan. From the 2016 Plan the real purpose this evening is more administrative and following State statutory requirements and also responding to and following through with comments and requirements of the Michigan Department of Natural Resources, the MDNR. So the 2016 Plan remains pretty much the same as developed and as approved by the Planning Commission and also by the City Council in the Fall of 2016. The changes that have been made have been mostly administrative, making sure that the Plan was posted for review, that the Public Notice was appropriate, that the administrative process was complied with and also there were a couple changes in the Plan that the MDNR wanted. One of them was a paragraph or an area in the Plan that reflected on the history of the State of Michigan support, MDNR

support of grants for recreational facilities and properties here in the City and so that was put together and is in Appendix E in this Plan. Also there was an update to the five-year action plan that lays out what the program is in this Master Plan over the next five-year period for enhancing the City's existing parks. Those two items are here, along with the administrative requirements being addressed.

In looking at the Plan that was together back in 2016 and adopted at that time, it's a very detailed plan of the City's five parks and then with Flanders Park there are six parks in the City of Farmington. And each park is reviewed in detail and all facilities identified. Also the existing provision of recreational services throughout the area are also part of this plan, so some of the regional facilities as required. It talks about all the parks, it talks about some demographics. There's also an online survey that had been done back in 2016 that is reflected in the Appendix as part of this plan.

There is a section in the Appendix area that deals with the funding resources for recreation improvements, very important as part of the Plan. The Land/Water Conservation Fund and some of the other funds, State administered programs, prior recreation improvements to the City that have received some of this money, grants that have been awarded, those were added to the Plan. Once the Plan is adopted by the City and is accepted and approved by the MDNR, it's the tool that's used by the City to apply for these grants to look to enhance the City's park system and the individual parks with specific improvements as proposed.

Contained in the Plan is a new Appendix E, Grant History. There were four previous grants that were provided to the City of Farmington, awarded to the City of Farmington in accordance with the Michigan Department of Natural Resources, MDNR requirements. The list outlines past recreation grants that were received by the City. The first one was in 1967 there was a grant that was awarded that was a land and water conservation grant for projects in the City and this one was for the acquisition of ten acres of land for neighborhood park development. That was the acquisition for the property for Drake Park back in 1967. There is a wood 4 by 4 post in the park where there is a plaque signifying the grant funds.

The second grant was in 1972, Drake Road Park as well, site development projects that included improvements to equipment and facilities at the existing park. So, five years later there was an application and an award for facilities at the park to develop the park.

In 1985 at Shiawassee Park there were site development activities and a project that was awarded another Land and Water Conservation Grant that included improvements to the existing park and to equipment and facilities, specifically those included the pavilion that

is out at the park. In the trusses of the pavilion there is the same plaque signifying the grant funds.

The fourth grant was in 1989, there were additional improvements at Drake Park and that was a different kind of grant that was awarded but still through the MDNR and it was provided to update facilities at Drake Park in 1989.

So that's the history of grants that have been provided. You'll note that other park improvements were made throughout the City with other types of funding. There have been generous donations to the City, Sundquist Pavilion, Riley Park, through the donations of the Riley Park Foundation, Sundquist family, have been realized and those facilities were part of the 2004 Recreation Master Plan.

With Memorial Park, there is an attachment on the City Hall Campus here with the 911 Memorial and that is out in front of City Hall and is part and parcel with Memorial Park that was realized through donations. So that shows other sources of funding, but primarily a significant amount of them are through the State, through MDNR, which this 2019 Recreation Plan being updated from the prior plan, 2016, now this update will make it 2019 and will make it current and makes the City eligible for opportunity to receive grant funding to implement the improvements that are laid out in this plan.

So those are the updates that are part of the revised 2016 plan which is the 2019 plan and the request this evening as Noticed, is to hold the required Public Hearing for the 2019 City of Farmington Recreation Master Plan and then to act on this plan in accordance with the Notice, moving it forward to the City Council.

MOTION by Majoros, supported by Waun, to open the Public Hearing.  
Motion carried, all ayes.

(Public Hearing was opened at 7:34 p.m.)

### **PUBLIC HEARING**

Chairperson Crutcher asked if there were any comments from the public.

Patricia Shelton, a Farmington resident, came to the podium. She stated in the papers that were distributed on page 26 of the draft there's a list of goals and asked what the timeline was on those goals.

Christiansen replied that the purpose of the overall goals in the Plan is a required section of the Plan, it's a standard section of the Plan for the City to identify and address its goals which provides a guideline for decision making regarding recreation in the City.

To provide a guideline for decision making, this plan includes the list of goals and objectives that are based upon previous plans, the 2005/2009 Parks and Recreation Master Plan, the 2015 Downtown Area Plan, the 2009 Farmington Master Plan and the results of analysis of public input. This plan was generated through a work of a Recreation Master Plan Steering Committee doing the background work and making recommendations to the Planning Commission. The goals and objectives are intended to provide an operational framework for future decisions related to provisions of parks and recreation for Farmington. These goals and objectives are to be reviewed annually and modified as necessary. There are goals for now and for the future and they're to be looked at as recommended in the Plan consistently, routinely, annually, to see if they're still valid. And if they are still valid, the City will continue to move forward with them over the life of the Plan. The Plan life is about a five-year period and so if they're still valid the City would continue to move forward with these goals and they would still be part of the Plan.

MOTION by Majoros, supported by Chiara, to close the Public Hearing.  
Motion carried, all ayes.

(Public Hearing closed at 8:37 p.m.)

Christiansen stated that representatives of the City's Planning and Engineering Consultants, OHM, are present this evening and they have been working very closely with the City hand in hand helping the City move through the process with respect to the Recreation Master Plan and have played a significant role in helping to coordinate with the MDNR, to provide the updates requested by the MDNR, and now get to the point of holding the required public hearing after the 30-day plan posting and notification period and have been a valuable resource and can answer any questions the Commissioners may have. He then stated the second part of this agenda item is consideration of approval of the Plan and recommend moving it forward to the City Council.

MOTION by Waun, supported by Chiara, to approve the 2019 Recreation Master Plan and move it to forward to City Council.  
Motion carried, all ayes.

## **DISCUSSION OF ITEMS FOR SUBMISSION INTO 2020/2025 CAPITAL IMPROVEMENT PROGRAM**

Chairperson Crutcher introduced this item and turned it over to staff.

Christiansen stated this item is a review of the 2019/2024 City of Farmington Capital Improvement Program and a discussion of the 2020/2025 Capital Improvement Program process and plan. As indicated, the link that was made available to you to the current 2019/2024 program on the City's website was included here for everybody's information and anyone interested in looking at the current Capital Improvement Program, the six-year Capital Improvement Program for the City of Farmington is available on the City's website.

The Planning Commission may recall that the City is required to consider and to approve and maintain an overall City Master Plan for future growth and development as a guide in the City. That Master Plan is a tool that is developed, created and approved by the Planning Commission and also with support from the City Council and is a very specific process.

Part of the Master Plan requirements by State statute is that the Master Plan also include a six-year Capital Improvement Program. So the plan serves as the guide and the Capital Improvement Program helps to serve as an implementation tool.

The City has moved forward with the Master Plan process and as you are aware, they are actually currently involved in updating the City Master Plan, so that process has been going on. We have a 2018 City of Farmington Master Plan update ongoing right now. Part of that Master Plan update will include a six-year Capital Improvement Program and that will be the 2020/2025 six-year plan.

So, along with the annual budgetary process that the City engages in and as I think you're aware annually the City Council reviews, considers and adopts an annual budget and that is adopted in the late Spring in June prior to the next fiscal year. The Fiscal Year in the City of Farmington annually is July 1 to June 30<sup>th</sup>. So as part of the budgetary process City Council considers an annual budget and part of that budget includes the Capital Improvement Program. You may recall over the past number of years, the City has gone through a process where a steering committee has been created and that steering committee has done the leg work, the background work, putting together a draft six-year plan and moves that plan forward to the Planning Commission as required by statute for your review and consideration and the holding of the required public hearing and then your action in forwarding that Capital Improvement Program to City Council.



So here we are again, it's that time of year. We've turned the year, we're now in January and we are moving forward with the 2019/2020 budget process for the City and part of that includes the six-year Capital Improvement Program so we're looking to update the 2019/2024 six-year plan to the 2020/2025 plan. So we're kicking off the process and in doing so last month the City's Boards and Commissions, including the Planning Commission, the CIA, the DDA, the City Council, were asked to select their board, commission representative to the Master Plan Steering Committee. And you may recall in his absence Mr. Majoros was very gladly re-elected, re-appointed, confirmed by the Planning Commission to serve again as he's done the past several years as the representative from the Planning Commission on the Capital Improvement Program Steering Committee and has done an excellent job.

That being said we're here this evening to kick off, and what we need to do tonight is just take a look at the 2019/2024 six-year plan, go through it really quickly, take some comments, just a general overview and subsequent to this meeting we're going to need to get whatever comments you have in terms of what your focus individually as Commissioners or collectively as a Commission are for the 2020/2025 plan, things you want to still see realized, capital improvements that are part of the 2019/2024 plan and/or if there's anything additionally that we need to move from the Commission to Mr. Majoros and then to the Steering Committee because they're going to be doing their work very shortly. In fact I think, and we'll look at the calendar here really quick, the Steering Committee kicks off their efforts starting at the end of January.

The calendar for this process which has been implemented for a number of years pretty successfully, there's been good results. In October, November, City staff, Administration, Department heads, Council, then in the beginning of December addressing the CIP, the DDA has met and selected their representative, so has the CIA, again back in December the Commission had some general dialogue and selected your representative, and we are now moved forward through December and Council is positioning itself to submit CIP requests. And now you see the DDA looking to formalize, you're looking for the Planning Commission to formalize, the CIA has made their comments, Department heads are moving forward as well and by January 18<sup>th</sup> we're looking to have comments from Department heads, the CIA, the DDA and the Planning Commission. The next two dates reflect that a draft is being put together from comments and the Steering Committee is going to start meeting at the end of January. So whatever comments are made tonight and in the next several weeks should be shared back to Administration and staff and to Mr. Majoros who then can have those from the Commission to move forward when the Steering Committee starts to meet at the end of January.

The Planning Commission Public Hearing is tentatively scheduled for March 11<sup>th</sup>, so we'll look in February to schedule that hearing formally at the February meeting for March.

Then if it's not already approved in March, there is a secondary date for April 11<sup>th</sup> for the Planning Commission. Then it moves from the Planning Commission to City Council through April, May, the review as part of the budget, then the Public Hearing for the Fiscal Year 2019/2020, FY 2019/2020 budget considered by City Council and that notice will go out in the beginning of June. The Public Hearing then will be held and then the Council will act on the budget and adopt it in June for the next fiscal year. That's the basic calendar. As indicated the 2019/2024 six-year Capital Improvement Program as adopted by the City of Farmington with the Fiscal Year 2018/2019 budget and that is online on the website.

The current plan was put on the screen and was gone over briefly. In the 2018/2019 budget year the CIP six-year plan had a total of 115 projects, Capital Improvement Projects and/or identified needs, a total of 23.5 million dollars. The significance of the document was pointed out as it lays out the City's needs for capital facilities, whether it be infrastructure, water, sewer, roads, or capital purchases, equipment, whether it's Public Safety vehicles and equipment, whether it is Public Works vehicle and equipment, or other items. It's a very important document and tool for the City, not just overall but certainly as part of the City's fiscal responsibility and the financial responsibilities in the City.

The plan lists the Planning Commission members, the Steering Committee, staff, the resolution that was approved in 2018 for the 2019/2024 six-year plan, the transmittal letter. It defines what a Capital Improvement Program is, in short, it's a plan for identifying and categorizing large and/or very expensive projects. Capital improvement as defined for the City means a purchase or improvement of a facility, system, infrastructure or piece of equipment that costs \$10,000 or more with an expected service life of more than a year. It's a nonrecurring expenditure and/or is a study in this case this plan that leads to such purchases. The CIP versus the budget, the CIP is not the budget, the CIP lays out specific line item needs.

The CIP is created as it is required by statute as part of the Master Plan process for the City, it's under Michigan Public Act 33 of 2008, so that would be the State statute, the Michigan Planning Enabling Act which requires it. It's also part of what's required, the Capital Improvement Program, it's specified in Section 23-29 of the Farmington City Code, indicating that the Planning Commission shall annually prepare a Capital Improvement Program, a public structure and improvements showing those structures and improvements in general order of their priority for the following six-year period, again in accordance with State statute. So that is your charge, statutorily and by City policy, by City Ordinance.

The benefits of the CIP are that it calls attention to community deficiencies, provides a means to correct them, identifies long and short terms expenditures which greatly improves the budget process and efficiency, enhances the ability to secure grants reducing taxpayer burden, increases the likelihood of departmental intergovernmental cooperation, improving continuity and reducing costs and it encourages efficient governance.

Executive summary from the 2019/2024 plan, the pie chart reflects the primary area of expenditure in this Capital Improvement Program for the City, again a total of 115 projects with a value of 23.2 million dollars, almost 23.5 in some sense with some adjustments. Over six years the primary area of focus is infrastructure. Sidewalks and streetscapes make up 21% of this program plan, almost 5 million dollars. Roads, 25%, that's almost 6 million dollars. So, there are roads, sidewalks, streetscapes as being part of the primary focus, at least almost going on half of the Capital Improvement expenditures. Water and sewer system, 12%. Then you see buildings and grounds, land acquisition and redevelopment, recreation and culture would be your parks, parking lots, and then vehicles and equipment.

The program has taken a look at various planning tools that the City has put in place, the City of Farmington Master Plan 2009, now being updated which will be the 2018 plan. The Recreation Master Plan 2016 which will now be the updated 2019. The Farmington Vision Plan 2013, the Downtown Area Plan 2015, Grand River Corridor Vision Plan 2013, the Orchard Lake and Ten Mile Roads Intersection Redesign Analysis Plan 2015, the Rouge River Trail Project 2016, and the Downtown Master Plan 2017, all pretty current tools used to help move forward with generating the CIP.

Funding sources are a part of this, project prioritization, and again, the nine categories.

The first category, buildings and grounds, this is the 2019 plan, talks about buildings in the City that are owned, projects, and the expenditures over time, again, this is a general overview. Drainage system, storm water management, Mayfield Drain in particular, land acquisition and redevelopment, what's shown here is the Grand River Corridor, Grand River East Area which is Development Area E of the Downtown Area Plan, it's the twelve properties just to the east of downtown on the north side of Grand River from the Burger King property all the way down to Power Road, that's what is shown here. Again, there's been a lot of planning about opportunities there. There's other projects in here as well. Parking lots, the City owns a series of municipal lots that provide parking throughout the City, those properties, those parking lots have to be maintained and the process of maintaining them is moving forward with improvements that are identified in the Capital Improvement Program. Recreation and culture, we just looked at the Recreation Master Plan, the revised 2016 Plan, that plan has improvements to the various parks, the six

parks throughout the City. Comprehensive improvements are shown significantly to both Shiawassee Park and to Drake Park in the Recreation Master Plan and are reflected here in terms of need and priority for need in the CIP. Roads, roads in the number one in this plan, almost 6 million dollars of the 23.5.

There is a representation of the Freedom Road Project, this is a project in the City that will take place along Freedom Road, along the M-5 bypass, and that is a planned project for 2019 with a plan for a 2020 implementation. Farmington Hills did their portion last year.

Sidewalks and streetscapes, Farmington Road Streetscape is in the Capital Improvement Program and identified as a priority, preliminary engineering for a new streetscape along Farmington Road is part of this CIP and is being moved forward to design and looking forward to move for request for grant funding in the 2020 program year, hopefully for an award of a grant implementation shortly thereafter for improvements that have planned out and similar to the ones implemented in 2009 for Grand River Avenue, bring that around the corner down Farmington Road down to Orchard Street and looking to have the same kind of streetscape improvements, pedestrian elements, road improvements, on-street parking, to provide that cohesiveness and continuity in the corner of downtown.

Vehicles and equipment, significant, they're not projects but they're capital purchases over \$10,000 and they're needed as part of the operations in the community.

Water and sewer system, this is Appendix A, this is the old review. So as we look here, you see project category, you see project name, you see prioritization and rank that was done for the individual line item project, you see a fund identified, anything on the outside, total cost and then the year of implementation. And this is for all 115 projects or purchases identified in the 2019/2024 plan.

In the general overview, you'll see necessary short term, necessary long term, desired not necessary, prioritized, and then at the end you'll see the nine areas, nine categories and their total cost estimations over the six-year period and then in total.

The individual categories are then broken out. Buildings and grounds, HVAC City Hall, an urgent need here at City Hall. The building was built in 1963 and needs constant maintenance and needs to have updates and upgrades in order to remain operational. DPW roof repair is shown here. DPW roof replacement identified and there's other items here down the line so there's a need to take a look at these facility improvements for buildings and grounds. Recreation and Culture, you see an urgent need, Riley Park turf improvements, and other items here, and this relates back to the Recreation Master Plan.

Parking lots are mentioned, Drake parking lot at Drake Park, the Downtown parking lot, the Downtown Farmington Center that provides parking for the Downtown Farmington Center and those commercial buildings and serves as probably the main lot in the core of downtown for the community. Other parking lots are shown here that are municipal lots. Public Safety equipment, Department of Public Works equipment, roads, these are the priority projects that have been identified throughout the community.

Oakland/Farmington to Grand River is actually currently in process right now, again, identified in the Capital Improvement Program, it's a priority on the list that right now is being addressed. Flanders Street, another priority, Lilac Street, Floral Park Subdivision, Freedom Road we talked about that's in process through engineering and finishing plan to be implemented in 2020. Chesley/Eight Mile Entrance, Frederick, and the road program as a whole, so again, these priorities here are what is followed, identified through the CIP in terms of where the City focuses improvements.

Sidewalks and streetscapes, water system, meter replacement has been going on in the community from the old equipment that has been in place to digital equipment and that's ongoing throughout the City.

So these are the category areas and what I'd like to do, Mr. Chair, is maybe take a few minutes to entertain questions and then ask the Commission to take an opportunity to look at the 2019/2024 plan to see what still holds priority in this plan as it's currently approved and being implemented as the City's CIP or if there's anything that needs to be changed about it and if that can be shared back to Administration and staff and to Mr. Majoros over the next several weeks, we can prepare him to start with the Capital Improvement Program Steering Committee.

Chairperson Crutcher opened the floor for comments and questions from the Commissioners.

Chiara inquired about the blinking light at CVS when you cross Farmington Road, if there are any more of those proposed in the plan.

Christiansen replied that is known as a rapid flashing beacon, which is the pedestrian crossing system that the City implemented there, and there have been some discussions about some other locations and there is also discussion about other alternatives from the rapid flashing beacon because as technology evolves there are different systems that become more functional and for the investment provide a better system. It is not listed under vehicles and equipment or roads but it is something that should be considered and that question will be added.

Kmetzo asked if for the category prioritization, desired but not necessary, if any of those funds can be reallocated to other projects.

Christiansen replied yes, that this is a living, breathing document, so if there is a desire to move identified potential expenditures to another area, and there's a basis to do it, yes, there can be amendments made, adjustments made.

Kmetzo asked if that is something that the Commissioners would recommend and Christiansen replied in the affirmative.

Majoros stated there is not all this funding available, this is be if we were to do it, where would the funds come from. All of this adds up to 51 million dollars and the City's annual budget is over 9 million dollars.

Christiansen indicated that the City has just realized a support for the millage increase and that millage increase, the 3 mills, providing another \$350,000 per mill, so almost 1 million dollars annually over a 10 year period, so almost 10 million dollars is being allocated. One mill to general operations for the general budget, so that would be your 9 million dollar annual budget. And two mills specifically to capital improvements for specific priority projects. That's all being moved forward as to where those monies are going to be spent as approved by the taxpayers in the City.

Majoros stated going from memory in years past, that this is a pivotal year for this because they have had the improvements and the things voted on by the citizens go through. His approach to this that he was trying to represent accordingly was, the subject matter experts are the experts in this case and you have to go with what the recommendations are for Public Safety, for infrastructure, from the experts who tell what these projects are. He asked the Commission to really focus on 2020/2025, forward looking that's really when the benefit will be shown of the tax issues and the millage increase that came through and gives them a chance to look at these and say if there's more money coming in, does the priority order stay the same, do we think that something needs to be moved, are they different. Other considerations are is recreation more important than something else. Is a project that has the potential for grant money more important than one that is exclusively funded by the City. Are there some of these that were costs that the City would have to spend money on, yet if something bigger was to happen that would be a cost that would be looked back on and say, for instance, why would I do fencing at the ballfield at Drake Park, as an example, if there was going to be all of a sudden a big redo at Drake Park, why would we spend 25 grand on fencing when a year later if something big happens. So some of these you have to look at and say do the tennis courts need to be redone at Shiawassee Park? Sure. If there's something big happening in the future, why would you spend that money? So that's the way that to look at it, take the input of what the

projects are, the priority order of those projects, listening to the subject matter experts, it's up to the Commission to look at this and give feedback so that it can be brought to the Steering Committee. There will be more resources that can be looked upon and being taxpayers the criteria for which the money being spent should be looked at as well.

Majoros then asked Christiansen what the timeline would be for Commissioners to submit their input to him to bring back to the Steering Committee.

Christiansen responded that he spoke to City Treasurer Weber this afternoon and that the next meeting of the Steering Committee will be somewhere between January 31 to February 8<sup>th</sup> and that in the next two weeks the Commissioners should provide comments to help move forward with the Planning Commission's items of interest.

Majoros stated that if he could receive the input by the 28<sup>th</sup> of January that would provide him an opportunity to review it before submitting it to the Steering Committee.

### **PUBLIC COMMENT**

Kathy Fruechtenicht, 32306 Valley View Circle, inquired about the proposed streetscape on Farmington Road and its impact on the downtown and further discussion was held.

### **PLANNING COMMISSION COMMENTS**

None heard.

### **ADJOURNMENT**

MOTION by Majoros, supported by Waun, to adjourn the meeting.  
Motion carried, all ayes.

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

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Secretary

**Farmington Community Library Board of Trustees  
Regular Board Meeting - 7:00 p.m. – Ernest E. Sauter Board Room  
32737 West Twelve Mile Road, Farmington Hills, MI 48334  
December 13, 2018**

**Approved January 10, 2019**

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Board Members Present: Brucki, Hahn, Huyck, Largent, Montgomery,  
Rae-O'Donnell, White

Board Members Absent: Zervos

Staff Members Present: Miller, Serresseque, Siegrist, Streit, Yunker

Staff Members Absent: None

**CALL TO ORDER**

The Board Meeting was called to order at 7:00 p.m. by Board President, J. White.

**APPROVAL OF AGENDA**

**MOTION** by J. Montgomery to approve the Agenda for December 13, 2018, was supported by B. Rae-O'Donnell.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**PUBLIC COMMENT**

No Public Comment.

**APPROVAL OF MINUTES**

**MOTION** by B. Largent to approve the Minutes of the November 8, 2018 Board Meeting, as amended, was supported by P. Huyck.

**Vote: Aye: All in favor**

**Abstain: Hahn**

**Opposed: None**

**Motion passed.**

**OPERATING BILLS**

**MOTION** by J. Montgomery to approve expenditures for check numbers 25557 through check number 25659, totaling \$489,021.85 of expenses was supported by P. Huyck.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**



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## **FINANCIAL REPORT**

**MOTION** by J. Montgomery to receive and file the Monthly Revenue and Expense Report for October 2018 was supported by B. Hahn.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

## **CORRESPONDENCE**

E. Streit shared two letters of appreciation for Library services.

## **FROM THE DIRECTOR**

E. Streit presented the Director's Report which included:

- Dr. Martin Luther King, Jr. Day is held at the Library each year and is organized by J. Miller, partnering with Multicultural Multiracial group and the Friends of the Library.
- Adult Librarian, Judy Donlin, continues to plan excellent musical programs for the community.
- As partners with Visions Unlimited, Maria Showich-Gallup hosted the group in the Children's Services Department.
- Young Adult Librarian Jennie Willard continues the Library tradition with young adults decorating and filling goody bags for local first responders.
- As part of the Strategic Plan, the staff is applying for grants to enhance programs.
- The Library received accreditation as a Family Place Library. Melanie Allbery, Early Childhood Specialist, organizes Play and Learn, a Family Place Program, which give parents play time with their children. Professionals are available for instruction.
- Oscar Shorts will be hosted by the Farmington Friends of the Library on February 10, 2019.
- The Farmington Hills Police Department, Crime Prevention team, conducted a Security Survey at the Library. They commended the Library on upgrading and adding video cameras and agreed that more safety presentations should be offered to staff.
- E. Streit, Finance Directors of Cities of FH/FA and the 47<sup>th</sup> District Court Administrator met to discuss an RFP for auditing services.
- The posting of the Library Board of Trustees meeting was placed in the Observer, Area Events portion of the newspaper. The Library will continue to post in the newspapers.
- Branch Head, K. Siegrist, has had the opportunity to attend the City of Farmington survey meeting focusing on the Master Plan, which includes topics of walkability in town, shopping and the future of the housing market.

## **COMMITTEE REPORTS**

### **Facilities Committee**

The repair and replacement of the electrical panel and cement work at the Farmington Branch has been scheduled and has an approved budget. The first panel will be replaced in December; second in January; third in February. Estimated project completion is mid to late February.

Lighting for Farmington Hills phase one study is expected to begin by the end of this month. Chair Brucki will follow up on the work in progress at the Farmington Branch as well as the lighting project at Farmington Hills.

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The Farmington Public Safety Department conducted an annual inspection of the Farmington Branch building. Along with the electrical panel and emergency lighting work already in progress, there were minor recommendations by the Public Safety Department. Branch Head, K. Siegrist, was told that as long as the Library is working on the recommendations, there is no time limit for completion.

Chair Brucki recommends more detailed and specific timelines for the projects. The Facilities Committee will create this. The report by D. Wrench, Facilities Coordinator, gave a good level of detail on existing projects.

#### **Finance Committee**

Chair Huyck reports that the Finance Committee would like to meet with a representative from Morgan Stanley to give advice on investments. B. Hahn will arrange the meeting.

The Finance Committee will be prepared to respond to questions during the Joint Council Meeting in February and will continue to be advised of meetings with the City regarding Plante Moran RFP for auditors.

M. Brucki requested monthly budget reports be categorized in the same way as the audit. Also, graphs be prepared quarterly. Accounting Manager, G. Yunker, will regroup the line items and draft a budget report. Chair Huyck will review the draft and propose recommendations.

#### **Outreach Committee**

The Outreach Committee has finalized a mission statement. Committee members agree to change the name to Community Liaison Committee. The basis of the committee is to maintain relationships with other groups in the community and give the Library presence.

#### **Strategic Plan Committee**

Chair Brucki reports that the 14 members of MAC (Management Advisory Committee) has met to update the Strategic Plan which was put into a narrative format. Under each of the goals and items it can be updated with progress or completion. Chair Brucki requests Library statistics from years 2013 – 2018 showing the progress in the categories that are presently being tracked.

#### **Personnel Committee**

Chair Montgomery reports that the Committee recommends a 2% bonus for five staff members whose supervisors had recommended a 4% merit increase, but were at the maximum. The minimum and maximum salaries were increased by 2% for the Fiscal Year 2018 – 2019.

**MOTION** by J. Montgomery to vote that the five following employees be given 2% bonuses. I move to give the Automation Coordinator, Office Assistant, Executive Assistant, Payroll/Benefits Specialist and Accounting Manager, a 2% bonus before the end of this year.

**ADDITION TO MOTION** by B. Largent to provide 2% bonuses to the aforementioned employees effective July 1, 2018 – June 30, 2019 based on the benchmark of the 2018 base pay was supported by B. Rae-O'Donnell.

B. Largent explained that the original motion sent to the Personnel Committee was the establishment of a Bonus Pool and criteria for award of bonuses to all employees. Moving forward, the Personnel

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Committee will get back to the original purpose of that motion and establish the dollar amount of a bonus pool so that all employees can participate in bonuses.

Question was called by B. Largent.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

Chair Montgomery explained that the Personnel Committee has chosen to combine parts of the staff evaluation and a sample evaluation form for Trustees to use to evaluate the Director. The Committee recommends that these two be merged so that they become a new document that is the tool used for the Director's evaluation.

**MOTION** by J. Montgomery that the Board combine the two documents and merge into one to use as a tool to evaluate Director, E. Streit was supported by B. Largent.

The Committee will review the merged documents and ask E. Streit to prepare a self-evaluation. The Committee is undecided if each Board member will be asked to review the document.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

#### **UNFINISHED BUSINESS**

B. Largent inquired of the status of the building health assessment. E. Streit responded that D. Wrench has gathered three bids that were presented to the Facilities Committee.

#### **NEW BUSINESS**

President White asked Director Streit to present an item for New Business. E. Streit began delivering the Working Conditions and Benefits Committee request for future consideration.

B. Largent called Point of Order and stated that the report should have been sent to the Personnel Committee rather than the full Board.

President White responded that he wanted to have the entire Board hear about the requests. There is no intent to make a vote at this time.

E. Streit gave background of the WCBC, formed by former Director, Beverly D. Papai. The Committee is composed of Library staff who receive suggestions/concerns of other Library staff. They present to the Director once a year who responds to operational issues and past Boards have asked the Director to handle those requests. Any others are sent to the Board for discussion and resolution.

One staff request for consideration is offering the Health Care Savings Plan to part-time staff. This benefit will be explored further before it is presented to the Personnel Committee, but appears that the benefit would cost close to \$27,000.

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President White stated that he wanted Elyse to put this out so everyone would be aware that this is a question being raised.

E. Streit explained the second request by staff to reinstate time and one-half pay for working on Sunday. This policy was discontinued in 2011. Staff are asking the Board to reconsider.

The third request is operational. Staff notice that people speed in the staff parking area at the Main Library and have asked if a sign could be posted to divert traffic. The Engineering Division from the City of Farmington Hills and the Fire Marshall were contacted for input. If better signage does not work, speed bumps would be the next choice.

The Board was asked when staff can move forward and when it becomes a Committee issue. B. Largent responded that any time Staff has some actionable item, it should be included in the Board packet online before the meeting so that Board can get familiar with it and ask any questions that may arise.

#### BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS

- P. Huyck requested that the minutes show that the Joint Meeting with the City Councils and the Library scheduled for December 10, 2018 was cancelled. The meeting has been rescheduled for February 11, 2019.
- P. Huyck asked if there was any collective action to discuss before the February 11, 2019.
- B. Largent questioned why the Joint Council and Library were not able to meet. The City of Farmington and the FCL did not post in accordance with the Open Meetings Act.
- B. Largent inquired about the status of the mission statements. Once received, the Bylaws Committee will reconvene. Each committee chair should make that the first agenda item of their meeting.
- B. Largent asked that the Director's acceptance letter, written in lieu of a contract, could be resubmitted to the Personnel Committee.
- B. Largent asks that the Board consider buying dedicated laptops strictly for Library business so that we can become a paperless Board.
- B. Largent stated that in the Monday meeting with the City of Farmington Hills, resumes were sent to the Library/Board from people who had applied to sit on the Board, with the suggestion that the resumes be submitted to the Board to evaluate and invite applicants to sit on committees. President White responded that it is not in Trustee Bylaws and that the Board has never invited the community to sit on Board Committees. B. Largent is requesting that those resumes be submitted to all of the Sub Committee Chairs for review and to determine if the Board will extend an invitation to those individuals who are appropriate to sit on committees.

Discussion included:

- Setting parameters of who would be invited and include it in the Bylaws
- Bylaws will be reviewed at the January Meeting to understand what authorities and restrictions exist
- Bylaws do not include current five committees
- Personnel Committee may choose to get legal counsel to be assured that the community could be invited

President White asked each Board member to read the article, "Building a Better Board of Trustees" from the American Libraries magazine. The article describes how to achieve a better understanding of

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each other as Trustees and how to build a better sense of trust between the Board and staff. This will be on the January Agenda for discussion.

J. Montgomery thanked staff and extended her appreciation for providing all of the documents requested, especially this week, as quickly as they were needed.

**ADJOURNMENT**

**MOTION** by J. Montgomery to adjourn the Board Meeting was supported by B. Largent.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

The Board meeting was adjourned at 8:50 p.m. by President, J. White. The next meeting of the Library Board is scheduled for Thursday, January 10, 2019 at 7:00 pm. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

Beth Rae-O'Donnell, Secretary  
Library Board of Trustees

BRO:dls

MEETING MINUTES  
CITY OF FARMINGTON HILLS COMMISSION ON CHILDREN YOUTH & FAMILIES  
JANUARY 3, 2019-6PM  
FARMINGTON HILLS CITY HALL. COMMUNITY ROOM

**CALLED TO ORDER BY:** Chair, Kathy Ashcraft at 6:00 pm.

**MEMBERS PRESENT:** Kathy Ashcraft, Ed Cherkinsky, Diane Hague, Anthony Lewis, Joan McGlincy, Bette Rose, Sharon Snodgrass and Brian Spitsbergen.

**MEMBERS ABSENT:** Anwar Mahmood, Mitch Seelye

**OTHERS PRESENT:** Farmington and Farmington Hills Council, City, or Staff Liaison members and Alternate and Associates members: Todd Anderson, Amber Delind, Chuck Nebus, Laurie Scott and Samantha Steckloff.

**APPROVAL OF AGENDA:**

MOTION by Hague, support by Snodgrass to approve the Agenda of January 3, Motion approved.

**APPROVAL OF MINUTES** –November 1, 2018:

MOTION by Hague, support by Rose to approve the minutes of April 5, 2018. Motion carried unanimously.

**INTRODUCTIONS AND ANNOUNCEMENTS:** Everyone at the Meeting introduced themselves.

**YOUTH DIVISION UPDATE:** Tabled until the next meeting.

**ISSUES COMMITTEE UPDATE: Diane Hague:** There was a discussion about a possible program on Aging and Caregivers. After reviewing all the programs already being planned and done, the group decided not to go ahead with developing a program at this time. The group will instead focus on the upcoming Vocational and Technical Night. We will put two evaluation forms in the front of the folders and emphasize that they need to be filled out. Jennifer K from Oakland Schools would like to collaborate with us and she should be invited to the April Meeting. We have to determine the maximum amount of attendees. Prudence Rose from MUST would like to participate and would should check with Nick Capital from the IBEW Union to see if they are still interested. If not have another person from IBEW attend. We should follow up with Ford to get a representative. In a review of 9 evaluations from our previous Tech Night, the program was rated excellent or above average. All answered yes to the question did it meet the goal of offering an alternative to a four year degree. The best part of the Event was the opportunity to meet face to face with representatives. Participants suggested asking medical and DNR to appear at future events. We will discuss how to formulate requests to appear and participate at our future events. The next Issues Meeting is scheduled for March 4 at 8:00 pm. in the Conference Room at the Costick Center.

**CALL TO ACTION UPDATE:** Tabled until the next meeting.

**VOLUNTEER RECOGNITION UPDATE:** Ed sent out proposed forms for the upcoming Volunteer Recognition Event. Todd Anderson reformatted the form so that it could be put online and filled out. The City would not allow forms to be filled out online for security reasons. We will check to see if the City has changed its policy. Jill Pines was requested to look at the forms to see if they can be improved. Another request for additional resources to seek volunteer referrals was made and it should be sent to Cherkinsky.

**SPOTLIGHT SHOW UPDATE: Sharon Snodgrass:** Sharon met with the new Video Division Head and Jacob Nothstine. They discussed redoing the program intro with new background screen an information on CYF. All the shows should be listed on the CYF website and the outdated shows should be deleted. Sharon is seeking Commission Members to do show and host shows. She wants to update a show on addiction with Brian and a show with Laurie focusing on the Children's Programs at the Library. CYF shows can be seen on ATT Channel 99, Spectrum Channel 203 and on You Tube.

**NEW BUSINESS AND ANNOUNCEMENTS:**

**Laura Scott: Farmington Hills Community Library:** Laura passed out three flyers for programs and events at the Library. Laurie invited the Commission Members to the Library on January 21 for an all day celebration of Martin Luther King Day. The next Library Board Meeting is scheduled for January 10 and on February 11, the

Library Board meets with City Councils of both Cities. There will be three Board vacancies due to the expiration of Members' terms. If anyone is interested, please send the application to Mayor Ken Massey.

**FARMINGTON POLICE DEPARTMENT: Todd Anderson:** Violent Crimes (Type A) are down 16% and Serious Crime (Type B) is down 25%.

**FARMINGTON HILLS POLICE DEPARTMENT: Chuck Nebus:** Crime stats are down. Both Cities received accreditation by the Police Chiefs Association. In 2019, Farmington Hills will provide a new training program called Fair and Impartial Policing. The use of drones is being formally introduced for things such as monitoring for fires and flooding. Body cameras for officers will be completed in 2019. The department provided ALICE Training to all public school teachers to prepare them to react in the event of an active shooter. The Inter-Faith Community Council assisted the police department provide the same ALICE training to 277 persons from various Houses of Worship at Adat Shalom.

**FARMINGTON HILLS CITY COUNCIL: Samantha Steckloff:** She is advocating for a dog park for small dogs in Pioneer Park. The Council is discussing monitoring marijuana dispensaries in view of legalization. Teresa Rich, Janet Jackson (Oakland County Commissioner) and Samantha are doing studies of topics such as human trafficking and infant mortality rates. There is concern for plans for senior housing at the Costick/Mercy location (if purchased from the Sisters of Mercy). The property could be developed for EG colonial homes which are 2 story or what is considered affordable. They are advocating for ways to encourage more young people to move to Farmington Hills.

**PUBLIC COMMENTS:** None

**ADJOURNMENT:**

MOTION by Rose, support by Snodgrass, to adjourn the meeting at 6:30 pm. Motion carried unanimously

Respectfully submitted by Joan McGlincy/Ed Cherkinsky

**DRAFT**

MEETING MINUTES  
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION  
DECEMBER 03, 2018 – 5:15PM  
FARMINGTON HILLS CITY HALL-VIEWPOINT ROOM  
31555 W. ELEVEN MILE ROAD  
FARMINGTON HILLS MI 48336

**CALLED TO ORDER BY:** Chair Ciaramitaro at 5:15 PM.

**MEMBERS PRESENT:** Ciaramitaro, DeFranco, Faine, Biggs, Reynolds, Sloan, Szymusiak, Tutak, Wecker and York.

**MEMBERS ABSENT:** Avie

**OTHERS PRESENT:** Yuskowatz, (Associate), Moyna (Alternate), Mary Ellen Hopfe (Associate) Neufeld, (FHFD) and FH Asst. Police Chief Jeff King.

**APPROVAL OF AGENDA** – December 03, 2018:

Motion by Faine, support by Biggs, to approve the agenda as submitted. Motion carried unanimously.

**APPROVAL OF MINUTES** – November 05, 2018:

Motion by Tutak, support by Wecker, to approve the minutes as submitted. Motion carried unanimously.

**BUDGET:**

EPC FH budget: \$2,327.00 beginning balance. Expenditures of \$578.20 for 14 polo shirts for commissioners. Ending balance of \$ 1,748.80.

CERT budget: Current balance of \$1,217.13.

**EVENTS, ACTIVITIES, MARKETING AND PROGRAMS:**

*General activities and updates:*

*Tip of the month discussion and schedule:*

- Volunteer to give Tip of the Month to the FH City Council on January 14th, 2019 will be Wecker. Volunteer for Farmington will be Reynolds and will continue doing on a monthly basis for 2019.
- Retooling of Tip of the Month content: Reynolds has completed the Tip revision for the month of December and submitted to Ciaramitaro. DeFranco suggested adding 1650 AM as a preset to Sept tip/Ciaramitaro agreed. DeFranco has proofed the tips and will be sending to each City Hall clerk.
- Tutak asked about the 1650 AM Emergency Advisory radio station's content during non-emergency times as he has only heard weather reports. Neufeld is aware that more content needs to be added. (City news, preparedness and safety tips, etc.)

*Website development progress-* Farmington clerk has not been able to load website content due to busy schedule. Possibly by end of this month.

*Projects to consider in 2019:*

1. *Getting CERT Team involved in community activities* such as partnering with SAFE and First Aid.
2. *Founders Festival participation. (Take place in July)*
3. *Total Wellness Fair @ Costick Center. (Takes place in September)*
4. *CERT Team training class and Safety Fair including recruitment campaign* -setting up a one-day community event with short lectures/safety stations and hands-on demonstrations at one location. Beaumont Hospital FH campus is willing to host. September would work best as a new CERT training class is tentatively set for Oct thru Nov. Reynolds or Ciaramitaro



volunteered to lead. Stations suggested to be included: Splinting, how to use 911, choking, K-9 Units, STB, CPR Hands-Only, Neighborhood Watch, and Burns.

5. *Women's Self-Defense classes*- Szymusiak will plan for 2 classes in 2019. The first one on Saturday, March 02<sup>nd</sup> from 9:00 to noon and the other in September, 2019. Beaumont Farmington Hills location will not be available on that date as they are having an Open House so class to be scheduled @ Costick Center. Szymusiak asked for recommendations for the charity we would support for the March class but with the following stipulations: Must provide a liaison from the charity and/or a committee member to coordinate with charity. This includes writing one paragraph about the mission of charity for submission to local paper in January, the representative coming briefly to the event and the committee member taking the donations to city hall to receive the final check. Yuskowatz volunteered the YMCA to be the recipient and she will be the contact from the committee. All agreed.
6. *Postcard*- Ciaramitaro reports he has not heard from Mayor Massey contact about free printing. The card would have the website address, reference to 1650 AM radio station, CPR class schedule for the year, DOSE and human trafficking info.

## **MICHIGAN & REGIONAL CITIZENS CORPS COUNCIL ACTIVITIES/COMMUNITY EMERGENCY RESPONSE TEAM:**

*Next CERT Team meeting* will be December 17<sup>th</sup> @ 6:30 PM in the Shannon Room of Costick Center. Topics discussing: Oakland County Health Dept. PODS, call out procedure, team organization, and t-shirt distribution. Tutak has found joint training with Novi and Livonia to be successful and reduced his time and efforts. Will also be organizing quarterly supplemental classes. Oakland County will hold a Train-the-trainer exercise in the Spring in Rochester for CERT members. Lady of Sorrows will be hosting "Learning about preparedness" along with a dinner on 1/24/19 at Station 5.

Will introduce TexCom Communication Management System. It is a free online communication program. FHFD will provide storage for some of the CERT equipment but it will require storage bins with zip tie capabilities. **Motion by Wecker, support by Faine, to approve \$150 toward purchase of storage bins. Motion carried unanimously.**

*Standard Operating Orders* in the management of the CERT team. Would like to see an organizational chart at least. (ICS Form 207) Tutak has plans to work on chart at December 17<sup>th</sup> meeting. He reported it was difficult to complete because the Team only meets bimonthly and hasn't gotten into it deep enough. They have 8 members that could assume leadership responsibilities. Ciaramitaro asked for draft by our next meeting.

## **LIAISON REPORTS:**

*FPS – No Representative*

*FHFD – Wecker*

- **CPR/AED, First Aid and Stop the Bleed** training from 5:30 to 10 PM on Dec 6<sup>th</sup>, 2018. Open to public and being held at FS #4 on Drake Road. Register at [swest@fhgov.com](mailto:swest@fhgov.com) or 248-871-2802.

The CPR schedule for 2019 is tentative based on location reservation constraints-

Jan. 22, Feb 21, Mar 12, Apr 16, May 16, Jun 11, Jul 11, Aug 15, Sept 19, Oct 17, Nov 14, and Dec 12, 2019.  
*Do not print on planned postcard until Wecker approves.*

*FHPD – King*

- ALICE training for Houses of Worship on December 12<sup>th</sup> for 3 hours. No cost. Adat Shalom to host with space to hold up to 300 people. Please register with Crime Prevention by email or phone. Reservations recommended to ensure seating.

**PUBLIC COMMENT(S): NONE**

**COMMISSIONERS COMMENTS:**

**Tutak-** Reported that the Region 8 HOSA Leadership Conference had 3 volunteers from EPC. (Sloan, Tutak and DeFranco). Prior to the competition Tutak tutored some of the students and two of his students took second and third place in CERT Skills division.

**OTHER AGENDA ITEMS AS NEEDED:**

Wecker requested consideration of the commission in appointing MaryEllen Hopfe as an associate member given her ongoing support of our mission, & her level of interest and knowledge. Confirmed by Ciaramitaro. Wecker requested a copy of the Bylaws and Rules of Procedure governing this committee. (Neufeld) Neufeld passed out polo shirts to those in attendance and to be worn at all EPC sanctioned events.

**ADJOURNMENT:**

Ciaramitaro adjourned the meeting at 6:18 PM.

Minutes drafted by: Secretary DEFRANCO

<b>Farmington City Council Agenda Item</b>	<b>Council Meeting Date:</b> February 19, 2019	<b>Item Number 4C</b>	
<b>Submitted by:</b> Amy Norgard, Controller			
<u><b>Agenda Topic</b></u> Farmington Quarterly Financial Report – 12/31/18			
<u><b>Proposed Motion</b></u> Approve Farmington Quarterly Financial Report – 12/31/18			
<u><b>Background</b></u> See attachment			
<u><b>Materials Attached</b></u> Farmington Quarterly Financial Report – 12-31-18			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>

**FINANCIAL REPORT**  
**CITY OF FARMINGTON**  
**QUARTER ENDED DECEMBER 31, 2018**

Submitted by:  
Christopher M. Weber, Director of Finance and Administration

# CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 12-31-18

## BUDGETED FUNDS:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
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### GENERAL FUND:

Property Taxes	4,847,324.00	4,684,395.52	(162,928.48)	General Government	1,859,049.00	875,149.27	(983,899.73)
Licenses & Permits	161,300.00	98,499.00	(62,801.00)	Court	511,545.00	255,772.50	(255,772.50)
Federal Grants	23,622.00	795.00	(22,827.00)	Public Safety	3,888,572.00	1,894,926.63	(1,993,645.37)
State Shared Revenues & Grants	1,104,199.00	448,197.44	(656,001.56)	Public Services	1,332,231.00	657,298.01	(674,932.99)
Charges For Services	2,028,283.00	964,077.48	(1,064,205.52)	Health & Welfare	6,930.00	200.00	(6,730.00)
Fines & Forfeits	480,500.00	199,644.02	(280,855.98)	Community & Econ. Development	216,158.00	85,515.76	(130,642.24)
Other Revenue	189,800.00	101,328.88	(88,471.12)	Recreation & Cultural	767,842.00	315,297.18	(452,544.82)
Transfer, Capital Improvement Fund	223,000.00	0.00	(223,000.00)	Transfer, Nonvoted Debt Service	158,893.00	3,870.26	(155,022.74)
				Transfer, OPEB Debt Service	439,714.00	439,714.00	0.00
				Transfer, S/A Debt Fund	125,882.00	125,882.00	0.00
<b>Total Revenues:</b>	<b>9,058,028.00</b>	<b>6,496,937.34</b>	<b>(2,561,090.66)</b>	<b>Total Expenditures:</b>	<b>9,306,816.00</b>	<b>4,653,625.61</b>	<b>(4,653,190.39)</b>
Appropriation, Fund Equity	248,788.00			Transfer, Fund Equity	0.00		
<b>Total Revenues/Appr Fund Equity:</b>	<b>9,306,816.00</b>	<b>6,496,937.34</b>		<b>Total Expenditures/Trans Fund Equity</b>	<b>9,306,816.00</b>	<b>4,653,625.61</b>	

### CAPITAL IMPROVEMENT FUND:

Transfer, Theater Fund	25,000.00	0.00	(25,000.00)	Transfer, General Fund	223,000.00	0.00	(223,000.00)
Other Revenue	1,000.00	239,821.39	238,821.39				
<b>Total Revenues:</b>	<b>26,000.00</b>	<b>239,821.39</b>	<b>213,821.39</b>	<b>Total Expenditures:</b>	<b>223,000.00</b>	<b>0.00</b>	<b>(223,000.00)</b>
Appropriation, Fund Equity	197,000.00			Transfer, Fund Equity	0.00		
<b>Total Revenues/Appr Fund Equity:</b>	<b>223,000.00</b>	<b>239,821.39</b>		<b>Total Expenditures/Trans Fund Equity</b>	<b>223,000.00</b>	<b>0.00</b>	

# CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 12-31-18

<b>BUDGETED FUNDS:</b>							
<b>REVENUES:</b>	<b>AMENDED BUDGET</b>	<b>YTD REVENUES</b>	<b>VARIANCE OVER (UNDER)</b>	<b>EXPENDITURES:</b>	<b>AMENDED BUDGET</b>	<b>YTD EXPENDITURES</b>	<b>VARIANCE OVER (UNDER)</b>

**MAJOR STREET FUND:**

State Shared Revenue	616,659.00	255,362.87	(361,296.13)	Operation & Maintenance	371,031.00	103,509.97	(267,521.03)
Contracts and Grants	122,462.00	16,931.84	(105,530.16)	Construction	421,000.00	185,279.89	(235,720.11)
Other Revenue	20,325.00	4,585.69	(15,739.31)	Debt Service	143,923.00	135,830.00	(8,093.00)
Transfer, Municipal Street Fund	15,000.00	0.00	(15,000.00)				
<b>Total Revenues:</b>	<b>774,446.00</b>	<b>276,880.40</b>	<b>(497,565.60)</b>	<b>Total Expenditures:</b>	<b>935,954.00</b>	<b>424,619.86</b>	<b>(511,334.14)</b>
Appropriation, Fund Equity	161,508.00			Transfer, Fund Equity	0.00		
<b>Total Revenues/Appr Fund Equity:</b>	<b>935,954.00</b>	<b>276,880.40</b>		<b>Total Expenditures/Trans Fund Equity</b>	<b>935,954.00</b>	<b>424,619.86</b>	

**LOCAL STREET FUND:**

State Shared Revenue	260,561.00	107,786.29	(152,774.71)	Operation & Maintenance	216,015.00	96,356.71	(119,658.29)
Special Assessments	9,650.00	8,700.00	(950.00)	Construction	654,175.00	53,903.84	(600,271.16)
Other Revenue	13,142.00	1,937.96	(11,204.04)				
Transfer, Municipal Street Fund	502,175.00	0.00	(502,175.00)				
<b>Total Revenues:</b>	<b>785,528.00</b>	<b>118,424.25</b>	<b>(667,103.75)</b>	<b>Total Expenditures:</b>	<b>870,190.00</b>	<b>150,260.55</b>	<b>(719,929.45)</b>
Appropriation, Fund Equity	84,662.00			Transfer, Fund Equity	0.00		
<b>Total Revenues/Appr Fund Equity:</b>	<b>870,190.00</b>	<b>118,424.25</b>		<b>Total Expenditures/Trans Fund Equity</b>	<b>870,190.00</b>	<b>150,260.55</b>	

**MUNICIPAL STREET FUND:**

Property Taxes	496,600.00	482,230.59	(14,369.41)	Transfer, Major Street Fund	15,000.00	0.00	(15,000.00)
State Shared Revenue	4,300.00	0.00	(4,300.00)	Transfer, Local Street Fund	502,175.00	0.00	(502,175.00)
Other Revenue	7,000.00	8,101.99	1,101.99				
<b>Total Revenues:</b>	<b>507,900.00</b>	<b>490,332.58</b>	<b>(17,567.42)</b>	<b>Total Expenditures:</b>	<b>517,175.00</b>	<b>0.00</b>	<b>(517,175.00)</b>
Appropriation, Fund Equity	9,275.00			Transfer, Fund Equity	0.00		
<b>Total Revenues/Appr Fund Equity:</b>	<b>517,175.00</b>	<b>490,332.58</b>		<b>Total Expenditures/Trans Fund Equity</b>	<b>517,175.00</b>	<b>0.00</b>	

# CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 12-31-18

<b>BUDGETED FUNDS:</b>							
REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)

**BROWNFIELD REDEVELOP AUTHORITY:**

Total Revenues:	3,130.00	2,926.51	(203.49)	Total Expenditures:	3,030.00	0.00	(3,030.00)
Appropriation, Fund Equity	0.00			Transfer, Fund Equity	100.00		
<b>Total Revenues/Appr Fund Equity:</b>	<b>3,130.00</b>	<b>2,926.51</b>		<b>Total Expenditures/Trans Fund Equity</b>	<b>3,130.00</b>	<b>0.00</b>	

**CORRIDOR IMPROVEMENT AUTHORITY:**

Total Revenues:	750.00	255.52	(494.48)	Total Expenditures:	5,000.00	0.00	(5,000.00)
Appropriation, Fund Equity	4,250.00			Transfer, Fund Equity	0.00		
<b>Total Revenues/Appr Fund Equity:</b>	<b>5,000.00</b>	<b>255.52</b>		<b>Total Expenditures/Trans Fund Equity</b>	<b>5,000.00</b>	<b>0.00</b>	

**DWTWN DEVELOPMENT AUTHORITY:**

Total Revenues:	647,790.00	516,718.45	(131,071.55)	Total Expenditures:	677,189.00	260,788.21	(416,400.79)
Appropriation, Fund Equity	29,399.00			Transfer, Fund Equity	0.00		
<b>Total Revenues/Appr Fund Equity:</b>	<b>677,189.00</b>	<b>516,718.45</b>		<b>Total Expenditures/Trans Fund Equity</b>	<b>677,189.00</b>	<b>260,788.21</b>	

<b>TOTAL BUDGETARY FUNDS REVENUE:</b>	<b>\$8,142,296.44</b>			<b>TOTAL BUDGETARY FUNDS EXPENDITURES:</b>	<b>\$5,489,294.23</b>		
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# CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 12-31-18

## SUPPLEMENTAL INFORMATION:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
<b>WATER &amp; SEWER FUND:</b>							
Water & Sewer Sales	4,951,107.00	2,614,944.79	(2,336,162.21)	Operating & Maintenance	4,331,220.00	1,740,938.32	(2,590,281.68)
Service Fees	70,000.00	26,786.05	(43,213.95)	<b>Total O &amp; M Expenditures:</b>	<b>4,331,220.00</b>	<b>1,740,938.32</b>	<b>(2,590,281.68)</b>
Other Revenue	43,500.00	36,869.70	(6,630.30)	Capital Outlay	670,765.00	283,601.25	(387,163.75)
				Debt, Principal and Interest	326,893.00	197,677.50	(129,215.50)
<b>Total Revenues:</b>	<b>5,064,607.00</b>	<b>2,678,600.54</b>	<b>(2,386,006.46)</b>	Transfer, OPEB Debt Service	23,130.00	23,130.00	0.00
Appropriation, Fund Equity	287,401.00			<b>Capital &amp; Debt Outlays</b>	<b>1,020,788.00</b>	<b>504,408.75</b>	<b>(516,379.25)</b>
<b>Total O &amp; M/ Other Revenues:</b>	<b>5,352,008.00</b>	<b>2,678,600.54</b>		Transfer, Debt & Equity	0.00		
				<b>Total O &amp; M Exp.&amp; Trans Debt &amp; Equity</b>	<b>5,352,008.00</b>	<b>2,245,347.07</b>	

## FARMINGTON COMMUNITY THEATER FUND:

Admission/Rentals/Concessions	533,400.00	224,398.94	(309,001.06)	Operation & Maintenance	561,879.00	221,914.87	(339,964.13)
Other Revenue	11,700.00	6,709.76	(4,990.24)	<b>Total O &amp; M Expenditures:</b>	<b>561,879.00</b>	<b>221,914.87</b>	<b>(339,964.13)</b>
			0.00	Capital Outlay	13,000.00	24,295.00	11,295.00
<b>Total Revenues:</b>	<b>545,100.00</b>	<b>231,108.70</b>	<b>(313,991.30)</b>	<b>Total Capital Outlays</b>	<b>13,000.00</b>	<b>24,295.00</b>	<b>11,295.00</b>
Appropriation, Fund Equity	29,779.00			Transfer, Fund Equity	0.00		
<b>Total Financing Sources:</b>	<b>574,879.00</b>	<b>231,108.70</b>		<b>Total O &amp; M Exp.&amp; Trans Debt &amp; Equity</b>	<b>574,879.00</b>	<b>246,209.87</b>	



<b>Farmington City Council Agenda Item</b>	<b>Council Meeting Date:</b> February 19, 2019	<b>Item Number 4D</b>	
<b>Submitted by:</b> Amy Norgard, Controller			
<u><b>Agenda Topic</b></u> Farmington Quarterly Financial Report Court – 12/31/18			
<u><b>Proposed Motion</b></u> Approve Farmington Quarterly Financial Report Court – 12/31/18			
<u><b>Background</b></u> See attachment			
<u><b>Materials Attached</b></u> Farmington Quarterly Financial Report Court – 12-31-18			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>

**FINANCIAL REPORT**  
**47TH DISTRICT COURT**  
**QUARTER ENDED DECEMBER 31, 2018**

Distribution:

District Judges  
Court Administrator  
City Manager, Farmington Hills  
Finance Director, Farmington Hills  
City Council, Farmington  
City Manager, Farmington

Submitted by:  
Christopher M. Weber, Director of Finance and Administration

User: anorgard

DB: Farmington

PERIOD ENDING 12/31/2018

GL NUMBER	DESCRIPTION	BALANCE 12/31/2017	2018-19 AMENDED BUDGET	BEG. BALANCE 07/01/2018	END BALANCE 12/31/2018	AVAILABLE BALANCE	% BDT USED
Fund 136 - 47TH DISTRICT COURT FUND							
Assets							
Dept 000.00							
136-000.00-001.000	CASH-GENERAL RECEIVING	392,307.58		379,529.24	440,158.55		
136-000.00-004.000	IMPREST CASH	1,950.00		1,950.00	1,950.00		
136-000.00-040.000	A/R MISCELLANEOUS	0.00		6,260.32	0.00		
136-000.00-078.000	DUE FROM STATE OF MICHIGAN	0.00		264.93	0.00		
136-000.00-102.000	PREPAID EXPENSES	450.00		9,957.00	0.00		
Total Dept 000.00		<u>394,707.58</u>		<u>397,961.49</u>	<u>442,108.55</u>		
TOTAL ASSETS		<u>394,707.58</u>		<u>397,961.49</u>	<u>442,108.55</u>		
Liabilities							
Dept 000.00							
136-000.00-202.000	ACCOUNTS PAYABLE, P O	0.00		45,404.51	0.00		
136-000.00-202.002	ACCOUNTS PAYABLE, ACCRUED	0.00		4,774.64	0.00		
136-000.00-214.101	DUE TO GENERAL FUND	29.90		13.63	23.03		
136-000.00-214.130	DUE TO GEN DISBURSING FUND	0.00		0.00	(150.00)		
136-000.00-231.011	PAYROLL, LIFE INSURANCE	0.00		0.00	(362.79)		
136-000.00-257.000	ACCRUED WAGES	0.00		48,642.84	0.00		
136-000.00-285.601	FLEX ACCOUNT 2017, COURT	10,322.38		0.00	0.00		
Total Dept 000.00		<u>10,352.28</u>		<u>98,835.62</u>	<u>(489.76)</u>		
TOTAL LIABILITIES		<u>10,352.28</u>		<u>98,835.62</u>	<u>(489.76)</u>		
Fund Equity							
Dept 000.00							
136-000.00-368.000	NONSPENDABLE, INVENTORIES, PREPAIDS	7,810.00		9,957.00	9,957.00		
136-000.00-390.000	FUND BALANCE	1,950.96		81,991.01	81,991.01		
136-000.00-393.000	ASSIGNED FUND BALANCE, CAPITAL	207,177.86		207,177.86	207,177.86		
Total Dept 000.00		<u>216,938.82</u>		<u>299,125.87</u>	<u>299,125.87</u>		
TOTAL FUND EQUITY		<u>216,938.82</u>		<u>299,125.87</u>	<u>299,125.87</u>		
Revenues							
Dept 000.00							
136-000.00-539.901	STATE GRANT, DRUNK DRIVING	0.00	17,500.00		0.00	17,500.00	0.00
136-000.00-539.902	DRUG CASE MANAGEMENT	0.00	900.00		0.00	900.00	0.00
136-000.00-539.903	JUDGES, SALARY STD	45,724.00	91,448.00		45,724.00	45,724.00	50.00
136-000.00-539.904	DRUG COURT	2,126.97	5,000.00		1,272.00	3,728.00	25.44
136-000.00-664.000	INVESTMENT INCOME	1,454.60	3,000.00		2,785.00	215.00	92.83
136-000.00-671.000	REVENUES, OTHER	0.00	31,000.00		4,105.70	26,894.30	13.24
136-000.00-674.400	COMMUNITY WORK PROGRAM	1,614.10	19,769.00		1,797.75	17,971.25	9.09
136-000.00-678.001	CONTRIBUTIONS, FARMINGTON	264,130.02	511,545.00		255,772.50	255,772.50	50.00
136-000.00-678.002	CONTRIBUTIONS FARMINGTON HILLS	1,261,750.50	2,669,705.00		1,334,880.00	1,334,825.00	50.00
136-000.00-679.000	HEALTH INSURANCE CONTRIBUTIONS	12,407.40	26,856.00		12,624.34	14,231.66	47.01

User: anorgard

DB: Farmington

PERIOD ENDING 12/31/2018

GL NUMBER	DESCRIPTION	BALANCE 12/31/2017	2018-19 AMENDED BUDGET	BEG. BALANCE 07/01/2018	END BALANCE 12/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DISTRICT COURT FUND							
Revenues							
Total Dept 000.00		1,589,207.59	3,376,723.00		1,658,961.29	1,717,761.71	49.13
TOTAL REVENUES		1,589,207.59	3,376,723.00		1,658,961.29	1,717,761.71	49.13
Expenditures							
Dept 000.00							
136-000.00-703.001	SALARIES, JUDGES	43,965.53	91,448.00		43,965.53	47,482.47	48.08
136-000.00-703.002	SALARIES, COURT ADMINISTRATORS	100,066.02	212,383.00		102,067.22	110,315.78	48.06
136-000.00-704.000	SALARIES, COURT REPORTERS	58,539.59	124,246.00		59,710.16	64,535.84	48.06
136-000.00-704.001	SALARIES, DEPUTY COURT CLERKS	302,961.24	640,196.00		307,900.52	332,295.48	48.09
136-000.00-704.002	SALARIES, COURT OFFICERS	47,953.29	105,813.00		50,851.20	54,961.80	48.06
136-000.00-704.003	SALARIES, PROBATION OFFICER	151,130.33	322,005.00		154,749.28	167,255.72	48.06
136-000.00-704.005	SALARIES, BUILDING MAINT	0.00	53,040.00		25,194.00	27,846.00	47.50
136-000.00-707.000	SALARIES, PART-TIME/TEMP	34,481.80	127,407.00		32,327.67	95,079.33	25.37
136-000.00-707.001	SALARIES, BLDG MAINT CWP	1,855.46	3,500.00		1,797.75	1,702.25	51.36
136-000.00-707.002	SALARIES, BLDG MAINT, PT	26,801.59	10,351.00		3,690.55	6,660.45	35.65
136-000.00-707.003	SALARIES, MAGISTRATE, PT	26,787.50	56,250.00		25,400.00	30,850.00	45.16
136-000.00-709.000	SALARIES, OVERTIME	778.56	1,500.00		963.04	536.96	64.20
136-000.00-714.000	SALARIES, ACCRUED BENEFITS	0.00	15,219.00		96.28	15,122.72	0.63
136-000.00-715.000	LONGEVITY PAY	84,482.91	91,759.00		91,759.15	(0.15)	100.00
136-000.00-719.000	FRINGE BENEFITS	1,045.00	1,545.00		1,525.00	20.00	98.71
136-000.00-719.004	INSURANCE ALLOWANCE	420.00	840.00		420.00	420.00	50.00
136-000.00-719.005	VEHICLE ALLOWANCE	1,800.00	3,600.00		1,800.00	1,800.00	50.00
136-000.00-720.007	PYMT IN LIEU OF HOSP INS	9,600.00	19,200.00		11,200.00	8,000.00	58.33
136-000.00-720.012	DEFINED CONTRIBUTION PLAN (RETIRES)	0.00	8,517.00		3,774.46	4,742.54	44.32
136-000.00-720.100	SOC SEC, EMPLOYER'S SHARE	61,906.73	139,626.00		64,402.43	75,223.57	46.12
136-000.00-720.200	COMPREHENSIVE MEDICAL INS	146,588.58	326,791.00		146,409.81	180,381.19	44.80
136-000.00-720.300	LIFE INSURANCE	7,756.74	16,739.00		11,780.93	4,958.07	70.38
136-000.00-720.400	RETIREMENT CONTRIBUTION	0.00	263,302.00		65,825.50	197,476.50	25.00
136-000.00-720.450	RETIREE HEALTHCARE CONTRIBUTION	0.00	57,466.00		14,366.50	43,099.50	25.00
136-000.00-720.500	WORKMEN'S COMPENSATION INS	8,279.00	11,473.00		8,563.00	2,910.00	74.64
136-000.00-720.600	OPTICAL	1,650.00	4,000.00		865.00	3,135.00	21.63
136-000.00-720.700	DENTAL	22,317.92	47,315.00		16,110.24	31,204.76	34.05
136-000.00-720.900	RETIREE HEALTH SAVINGS (RHS) PLAN	0.00	3,354.00		1,547.68	1,806.32	46.14
136-000.00-727.000	OFFICE SUPPLIES	11,103.54	24,500.00		10,475.91	14,024.09	42.76
136-000.00-728.000	POSTAGE, METER	5,191.53	16,000.00		4,219.15	11,780.85	26.37
136-000.00-733.000	RECORDS MANAGEMENT	217.50	1,000.00		284.02	715.98	28.40
136-000.00-735.000	LAW LIBRARY	2,985.44	7,517.00		3,083.90	4,433.10	41.03
136-000.00-740.500	NON-CAPITALIZED ASSETS	0.00	11,060.00		10,779.24	280.76	97.46
136-000.00-801.000	PROFESSIONAL SERVICES	5,115.00	5,000.00		3,500.00	1,500.00	70.00
136-000.00-801.002	PRO SERVICES, LABOR RELATIONS	48.00	4,000.00		0.00	4,000.00	0.00
136-000.00-802.101	WITNESS FEES	474.50	2,500.00		202.70	2,297.30	8.11
136-000.00-802.102	JURY FEES	552.90	3,450.00		0.00	3,450.00	0.00
136-000.00-802.104	INTERPRETER FEES	2,525.13	10,500.00		3,691.21	6,808.79	35.15
136-000.00-802.105	SUBSTITUTE COURT REPORTER	1,690.00	4,000.00		2,080.00	1,920.00	52.00
136-000.00-802.107	ACCOUNTING FEES	17,021.50	34,724.00		17,362.00	17,362.00	50.00
136-000.00-802.109	APPOINTED COUNSEL-C, R, 2	14,150.00	35,000.00		12,250.00	22,750.00	35.00
136-000.00-802.110	APPOINTED COUNSEL-C. R. 1	17,150.00	35,000.00		16,800.00	18,200.00	48.00
136-000.00-806.101	AUDIT & ACCOUNTING FEES	14,550.00	15,025.00		15,025.00	0.00	100.00
136-000.00-818.000	CONTRACTUAL SERVICES	48,834.82	131,312.00		55,042.11	76,269.89	41.92
136-000.00-853.000	TELECOMMUNICATIONS	5,943.52	15,500.00		6,305.77	9,194.23	40.68
136-000.00-860.000	TRANSPORTATION	2,932.22	9,800.00		5,124.20	4,675.80	52.29
136-000.00-861.000	MILEAGE	0.00	2,000.00		15.48	1,984.52	0.77

User: anorgard

DB: Farmington

PERIOD ENDING 12/31/2018

GL NUMBER	DESCRIPTION	BALANCE 12/31/2017	2018-19 AMENDED BUDGET	BEG. BALANCE 07/01/2018	END BALANCE 12/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DISTRICT COURT FUND							
Expenditures							
136-000.00-920.000	PUBLIC UTILITIES	30,670.42	90,000.00		31,141.82	58,858.18	34.60
136-000.00-934.000	MAINTENANCE, OFFICE EQUIPMENT	0.00	7,953.00		0.00	7,953.00	0.00
136-000.00-935.000	MAINT, BUILDINGS & GROUNDS	31,192.18	68,946.00		38,421.42	30,524.58	55.73
136-000.00-936.000	CLEANING & UNIFORMS	1,410.00	3,000.00		1,336.49	1,663.51	44.55
136-000.00-943.000	EQUIPMENT RENTAL	14,460.32	20,660.00		6,021.06	14,638.94	29.14
136-000.00-955.000	MEMBERSHIPS	2,146.00	6,363.00		3,551.00	2,812.00	55.81
136-000.00-956.000	MISCELLANEOUS EXPENSE	1,278.93	5,000.00		1,395.50	3,604.50	27.91
136-000.00-959.500	BANKING CHARGES	0.00	2,400.00		0.00	2,400.00	0.00
136-000.00-963.000	INSURANCE & BONDS	15,520.50	32,628.00		15,747.50	16,880.50	48.26
136-000.00-977.000	CAPITAL OUTLAY, EQUIPMENT	29,532.14	18,575.00		756.00	17,819.00	4.07
Total Dept 000.00		1,417,863.88	3,382,298.00		1,513,674.38	1,868,623.62	44.75
Dept 000.01 - DRUG COURT							
136-000.01-801.702	MI DRUG COURT	3,927.23	5,000.00		1,814.47	3,185.53	36.29
Total Dept 000.01 - DRUG COURT		3,927.23	5,000.00		1,814.47	3,185.53	36.29
TOTAL EXPENDITURES		1,421,791.11	3,387,298.00		1,515,488.85	1,871,809.15	44.74
Total Fund 136 - 47TH DISTRICT COURT FUND							
TOTAL ASSETS		394,707.58		397,961.49	442,108.55		
BEG. FUND BALANCE		216,938.82		299,125.87	299,125.87		
+ NET OF REVENUES & EXPENDITURES		167,416.48	(10,575.00)	299,125.87	143,472.44	(154,047.44)	1,356.71
= ENDING FUND BALANCE		384,355.30		299,125.87	442,598.31		
+ LIABILITIES		10,352.28		98,835.62	(489.76)		
= TOTAL LIABILITIES AND FUND BALANCE		394,707.58		397,961.49	442,108.55		

<b>Farmington City Council Agenda Item</b>	<b>Council Meeting Date:</b> February 19, 2019	<b>Item Number 4E</b>	
<b>Submitted by:</b> Amy Norgard, Controller			
<u><b>Agenda Topic</b></u> Farmington Quarterly Investment Report –12/31/18			
<u><b>Proposed Motion</b></u> Approve Farmington Quarterly Investment Report – 12/31/18			
<u><b>Background</b></u> See attachment			
<u><b>Materials Attached</b></u> Farmington Quarterly Investment Report – 12-31-18			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>

**INVESTMENT REPORT**  
**CITY OF FARMINGTON**  
**QUARTER ENDED DECEMBER 31, 2018**

Submitted by:  
Christopher M. Weber, Director of Finance and Administration

CITY OF FARMINGTON  
 QUARTER ENDING DECEMBER 31, 2018

	BALANCE			RATE OF RETURN			MATURITY	RATING	RATING AGENCY
	10/31/18	11/30/18	12/31/18	10/31/18	11/30/18	12/31/18			
<b>Pooled Mutual Funds:</b>									
Comerica	\$ 510,084	\$ 510,974	\$ 511,941	2.070%	2.180%	2.330%	Daily	Not rated	N/A
Oakland County Investment Pool	3,737,509	2,243,419	2,246,127	2.154%	2.236%	2.281%	Daily	Not rated	N/A
Michigan Class	<u>5,533,866</u>	<u>3,544,052</u>	<u>3,551,320</u>	2.260%	2.350%	2.410%	Daily	AAAm	S&P
<b>Total Pooled Funds:</b>	<b>9,781,459</b>	<b>6,298,444</b>	<b>6,309,388</b>						
<b>Certificates of Deposit:</b>									
Horizon	500,000	-	-	2.300%			11/29/2018	5	Bauer
Horizon	-	502,873	502,873		2.900%	2.900%	11/29/2019	5	Bauer
Horizon	-	-	500,000			2.500%	5/30/2019	5	Bauer
Flagstar	-	-	500,000			2.500%	3/28/2019	5	Bauer
Level One	-	500,000	500,000		2.300%	2.300%	3/28/2019	5	Bauer
Chemical Bank	209,463	-	-	1.950%			11/29/2018	4	Bauer
Chemical Bank	-	211,528	211,528		1.950%	1.950%	6/27/2019	4	Bauer
Chemical Bank	1,000,000	1,000,000	1,000,000	2.850%	2.850%	2.850%	6/27/2019	4	Bauer
TCF	-	1,000,000	1,000,000		2.910%	2.910%	8/29/2019	4	Bauer
CIBC	-	1,000,000	1,000,000		2.800%	2.800%	11/29/2019	5	Bauer
Crestmark	<u>500,000</u>	<u>500,000</u>	-	2.500%	2.500%		12/27/2018	4	Bauer
<b>Total Certificates of Deposit:</b>	<b>2,209,463</b>	<b>4,714,400</b>	<b>5,214,400</b>						
<b>Uninvested:</b>	<b>\$ 1,018,406</b>	<b>\$ 1,032,636</b>	<b>\$ 1,165,653</b>	Bank Analysis Credit Earned			N/A		
<b>Less: Authorities/Entities**</b>	<b><u>(1,263,992)</u></b>	<b><u>(1,146,418)</u></b>	<b><u>(1,228,459)</u></b>						
<b>TOTAL:</b>	<b><u>\$ 11,745,336</u></b>	<b><u>\$ 10,899,063</u></b>	<b><u>\$ 11,460,982</u></b>						

\*\* Investment Balances do not include the investments of the 47th District Court, the Farmington Brownfield Redevelopment Authority, the Corridor Improvement Authority, the Farmington Downtown Development Authority, the Friends of the Governor Warner Mansion, or the Public Employee Health Care Funds invested with Morgan Stanley Smith Barney.



**Farmington City Council  
Agenda Item**

**Council Meeting**  
Date: February 19, 2019

**Item Number**  
4F

**Submitted by:** Amy Norgard, Controller

**Agenda Topic**  
Farmington Monthly Payments Report – January 2019

**Proposed Motion**  
Approve Farmington Monthly Payments Report – January 2019

**Background**  
See attachment

**Materials Attached**  
AP Monthly Payments Report 013119

**Agenda Review**

Department Head

Finance/Treasurer

City Attorney

City Manager

# CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

**MONTH OF JANUARY 2019**

<b>FUND #</b>	<b>FUND NAME</b>	<b>AMOUNT:</b>
101	GENERAL FUND	\$ 450,583.52
202	MAJOR STREET FUND	\$ 838.09
203	LOCAL STREET FUND	\$ 3,188.68
592	WATER & SEWER FUND	\$ 272,863.76
595	FARMINGTON COMMUNITY THEATER FUND	\$ 35,681.00
640	DPW EQUIPMENT REVOLVING FUND	\$ 21,324.50
701	AGENCY FUND	\$ 22,018.62
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 57,554.22
	<b>TOTAL CITY PAYMENTS ISSUED:</b>	<b>\$ 864,052.39</b>
136	47TH DISTRICT COURT FUND	\$ 160,177.50
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 32,622.66
290	FRIENDS OF THE WARNER MANSION	\$ 218.08
	<b>TOTAL OTHER ENTITIES PAYMENTS ISSUED:</b>	<b>\$ 193,018.24</b>
	<b>TOTAL PAYMENTS ISSUED</b>	<b>\$ 1,057,070.63</b>

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

# CITY OF FARMINGTON - ACH PAYMENTS REPORT

**MONTH OF JANUARY 2019**

<b>TRANSFER FROM:</b>	<b>TRANSFER TO:</b>	<b>DESCRIPTION:</b>	<b>AMOUNT:</b>
Agency Tax	Farmington Public Schools	Tax Payment #13	718,643.26
Agency Tax	Oakland County	Tax Payment #13	211,228.60
Agency Tax	Farmington Comm. Library	Tax Payment #13	68,287.08
Agency Tax	Farmington Public Schools	Tax Payment #14	113,079.06
Agency Tax	Oakland County	Tax Payment #14	28,940.57
Agency Tax	Farmington Comm. Library	Tax Payment #14	9,181.55
Agency Tax	Farmington Public Schools	Tax Payment #15	59,965.61
Agency Tax	Oakland County	Tax Payment #15	17,898.10
Agency Tax	Farmington Comm. Library	Tax Payment #15	4,698.92
Agency Tax	Farmington Public Schools	Tax Payment #16	163,166.44
Agency Tax	Oakland County	Tax Payment #16	36,604.69
Agency Tax	Farmington Comm. Library	Tax Payment #16	11,836.59
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	221,610.71
General Fund	Federal Gov't	W/H & FICA Payroll	79,548.37
General Fund	MERS	December Transfer	54,950.46
General Fund	MERS HCSP	December Transfer	4,280.00
Agency	Total Administrative Services Corp.	Flexible Spending Accounts	2,190.70
<b>TOTAL CITY ACH TRANSFERS</b>			<b>1,806,110.71</b>
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	87,080.12
Court Fund	Federal Gov't	W/H & FICA Payroll	29,386.21
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	1,838.40
Court Fund	ICMA	Health Savings/401 Accounts	1,390.20
<b>TOTAL OTHER ENTITIES ACH TRANSFERS</b>			<b>119,694.93</b>



## FARMINGTON PUBLIC SAFETY DEPARTMENT

23600 Liberty Street  
Farmington, MI 48335  
248-474-4700

Frank J. Demers, Public Safety Director



### MONTHLY PUBLIC SAFETY REPORT – JANUARY 2019

January 1, 2019 through January 6, 2019

#### CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
189	103	12	2	4

#### ARREST TYPE & QUANTITY

OWI	OUID	DWLS	WARRANT	FELONY
4	0	5	3	0

#### SUMMARY OF NOTABLE INCIDENTS

##### Breaking and Entering

On January 1, 2019 officers responded to, and investigated two instances of business burglaries in which entry was gained; and two instances in which an attempt was made, but entry was not gained. Investigators collected physical evidence as well as video surveillance video of the suspect. The video and images of the suspect were released to the media and via social media. The suspect was described to be a 60 year old, white male, 5'8" to 5'10", approximately 180 to 210 lbs., last seen wearing dark pants, dark blue winter coat with tan sleeves, black knit hat, dark frame eyeglasses, and dark color gloves. Investigators are actively following up on the tips received as a result of the media and social media releases.

##### Uttering and Publishing

On January 4, 2019 at approximately 1:52 pm an officer responded to a Farmington area bank for a report of a fraud complaint. The branch manager reported that a 24 year old male subject presented a check to be cashed. The subject provided a driver's license, social security card and thumb print and agreed to pay the non-member fee. The branch cashed the check as it was a check associated with a business that had an account with sufficient funds. The branch manager later received a call from another area branch advising that the same subject was attempting to cash another check at their location. Farmington Hills Police were called to that branch and arrested the subject. Farmington Public Safety will present the case seeking additional charges.

## January 7, 2019 through January 13, 2019

### CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
260	144	16	12	7

### ARREST TYPE & QUANTITY

OWI	OUID	DWLS	WARRANT	FELONY
0	0	8	10	1

### SUMMARY OF NOTABLE INCIDENTS

#### Neighbor Trouble

On January 7, 2019 and January 12, 2019 residents at a Farmington condominium reported an ongoing issue/complaint involving another resident with their building. The reporting parties complained of missing packages, removal of lightbulbs and vehicles purposing being parked too close to another. The matter of alleged theft will be further investigated by a Detective to determine if the neighbor trouble has escalated to a criminal matter.

#### Larceny

On January 7, 2019 at approximately 4:48 pm a Farmington apartment resident reported at the front desk that on December 28<sup>th</sup> a watch arrived via FedEx to the vestibule of the building. However, the reporting party stated that they never received the package valued at approximately \$286.00. There are no further leads reported at the time the report was taken.

#### Internet Scam

On January 8, 2019 at approximately 9:28 pm a Farmington resident reported that she received an email thanking her for making an Amazon purchase. Knowing that she did not make such a purchase, she called the phone number provided in the email and spoke with an unknown male subject. The subject gave her instructions to, using a laptop, go to [www.fastsupport.com](http://www.fastsupport.com) so that he could assist her, which she did. After signing in the subject had control of the laptop and created an Amazon account, and at some point activated the front-facing webcam on the laptop – at which point she became suspicious and turned off the laptop. The report was made for documentation and informational purposes.

#### Counterfeited Currency

On January 9, 2019 at approximately 3:55 pm a Detective responded to Farmington City hall counter for a report of a subject attempting to pass two counterfeited bank notes (\$100.00 USC). The bills were reported to have felt different, indicated positive with a counterfeit pen and had foreign symbols on both sides. The subject attempting to pass the notes stated that he was unaware they were counterfeit and that he found them before attempting to pay his water bill with them. The items were collected as evidence and will be turned over to the US Secret Service per policy.

## January 14, 2019 through January 20, 2019

### CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
277	142	18	4	10

### ARREST TYPE & QUANTITY

OWI	OUID	DWLS	WARRANT	FELONY
0	0	7	11	1

### SUMMARY OF NOTABLE INCIDENTS

#### Civil Matter

On January 14, 2019 at approximately 9:30 pm an officer was dispatched to a Farmington restaurant for a report of a fail to pay. The officer conducted follow up on the information provided by the staff and was able to make contact with the patron responsible for failing to pay. The patron agreed to return to pay and therefore the management was satisfied.

#### Suspicious Circumstance

On January 15, 2019 at approximately 9:59 pm a Farmington apartment resident reported that the locks on the exterior doors of the apartment building were missing. An officer followed up with the apartment manager who advised that the locks were being changed and that they were unaware that the building was un-secure. Management advised that they would secure the building and will follow up with their tenant.

#### Counterfeited Check

On January 19, 2019 at approximately 8:01 am an officer responded to a Farmington bank branch that accepted a counterfeit check. The subject presenting the check provided identification, a fingerprint and returned clear in the banks "watch list". Therefore, the bank dispersed the funds and later learned that the check was fraudulent/counterfeit. The case will be further investigated by a Detective.

## January 21, 2019 through January 27, 2019

### CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
287	157	20	2	8

### ARREST TYPE & QUANTITY

OWI	OID	DWLS	WARRANT	FELONY
0	1	6	13	1

### SUMMARY OF NOTABLE INCIDENTS

#### Neighbor Trouble

On January 21, 2019 at approximately 1:59 pm officers responded to a Farmington business in the area of Grand River Ave and Lakeway Street for a report of a dispute between two business owner/operators. The parties were separated upon the officers' arrival and their individual statements were taken. A report written for documentation purposes – no charges sought/filed.

#### Suspicious Circumstance

On January 22, 2019 at approximately 5:11 am an officer on patrol found that the front door of the Farmington Glen Swim Club had been shattered. The door was found to be locked and the glass door was shattered in such a way no entry into the building could have been made. A message was left for staff to call back for follow up if necessary.

#### Counterfeited Check

On January 22, 2019 at approximately 2:37 pm an officer responded to a Farmington bank branch for a subject that was attempting to pass a fraudulent check. The bank advised that this was the third such instance this month. The subject presenting the check provided identification and a fingerprint, but before the bank staff could process the request the subject "snatched" the check back and departed in an Army Green Dodge Charger that was driven by a shorter chubby male. Officers collected the surveillance video and are comparing this case to the other similar instances that have occurred over the past few weeks.

#### Customer Trouble – No Trespass

On January 25, 2019 at approximately 9:43 pm officers responded to a gas station in the area of Grand River and Halstead for a report of a customer trouble. Officers met with the service station owner who stated that a subject entered and attempted to leave with a fuel tank without paying for it. The owner further reported that he chased down the subject who then became confrontational with him. The disagreement between the two resulted in the owner asking that the subject be told not to return. Officers issued the subject a no trespass order and the subject departed without further incident.

#### Assist Farmington Hills Police

On January 27, 2019 at approximately 1:09 am a Farmington officer heard FHPD officers dispatched to a hit and run crash in the area of Drake and Howard. The Farmington officer observed a vehicle in the area of Grand River and Farmington that had significant front passenger and driver rear damage. The officer conducted a traffic stop on the vehicle and asked the occupants if they had been involved in a crash on Drake Road, which they confirmed that they had. The officer further reported an odor of intoxicants. The incident was turned over to FHPD.

## January 28, 2019 through January 31, 2019

### CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
261	134	18	1	6

### ARREST TYPE & QUANTITY

OWI	OUID	DWLS	WARRANT	FELONY
1	1	7	12	1

### SUMMARY OF NOTABLE INCIDENTS

#### **Snow Emergency**

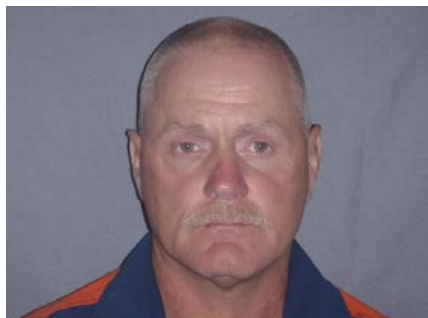
On January 28, 2019 at approximately 2:21 pm Farmington Public Safety issued a Snow Emergency declaration which required all vehicles moved off the public streets within 12 hours. As a result 5 vehicles were towed and 36 issued citations for Snow Emergency Parking violations.

#### **Lost Property**

On January 30, 2019 at approximately 5:08 pm an officer responded to a Farmington Apartment for a lost property report. The reporting party (RP) advised the officer that they lost their passport in the area of Grand River and Drake a few months prior. The RP stated the passport was issued in India. The report was made for documentation purposes.



## ADDITIONAL INFORMATION



January was an exceptionally busy month for the public safety department. Despite ending 2018 with record lows in overall crime, 2019 started out with 2 burglaries downtown in addition to two additional attempt burglaries. Thanks to some great work by the detectives and some tips from the community, David Reese was identified as the suspect responsible for the burglaries. He was subsequently arrested and charged with multiple counts of burglary in Farmington, Livonia and Northville Twp.

PSO Wren provided basic first aid training to local Brownie Troop on January 13<sup>th</sup>. PSO Wren has advanced level medical training and did a wonderful job instructing the young ladies.



Furthering our commitment to help ensure the safety and security of our residents, the department installed an “Internet Purchase Exchange Location” sign in the east lot of the City Hall building. Residents who purchase items via Craigslist or other on line mediums are encouraged to exchange their items in this parking spot as it is monitored via surveillance cameras, thereby creating a safer environment for exchanging items with strangers.

The department partnered with Alexander’s True Value Hardware who donated smoke detectors that will be made available to Farmington residents who are in need of one on a first-come-first-serve basis. The smoke alarms are available for pick-up at the Farmington Public Safety Department 24 hours a day, 7 days a week.



## ABBREVIATED SUMMARY OF OFFENSES

Crime Part	JANUARY 2019 Totals	JANUARY 2018 Totals	% Change	Year To Date 2019	Year to Date 2018	% Change
Part A	24	14	71%	24	14	71%
Part B	16	12	33%	16	12	33%
Part C	1077	927	17%	1077	927	17%
Assault	2	1	100%	2	1	100%
Burglary	5	0		5	0	
Larceny	2	1	100%	2	1	100%
Larceny LFA	1	0		1	0	
Narcotics	2	7	-7%	2	7	-71%
OWI	7	1	600%	7	1	600%
Traffic Crashes	35	33	6%	35	33	6%
Fire Calls	21	12	75%	21	12	75%
Medical Calls	83	68	22%	83	68	22%
Traffic Stops	667	567	17%	667	567	17%
Calls for Service	1193	1005	18%	1193	1005	18%

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> February 19, 2019	<b>Item Number 4H</b>
<b>Submitted by:</b> Charles Eudy, Superintendent		
<b>Agenda Topic:</b> Oakwood Cemetery Rule revision		
<b>Proposed Motion:</b> Move to adopt Oakwood Cemetery Rule revision dated February 19, 2019.		
<b>Background:</b> <p>Recently the Clerk's office has had a request for the disinterment a cremation. The Oakwood Cemetery Rules which were adopted May 2018 did not address this specific condition. The addition of Section E- 7 would address the conditions which must be met by the requesting party for the disinterment of cremains.</p> <ul style="list-style-type: none"> <li>• Provide a copy of deed of the lot</li> <li>• Proof of identification of the requesting party</li> <li>• Proof of next of kin under applicable law</li> <li>• A release form to the City</li> <li>• Permitted disinterment dates May 1<sup>st</sup>-November 15<sup>th</sup></li> </ul>		
<b>Materials:</b> Revised Oakwood Cemetery Rules February 19, 2019		

## **OAKWOOD CEMETERY RULES AND REGULATIONS**

### **A. Existing Cemeteries**

1. Shall be subject to the rules and regulations with the exception of marker and monument placement. Marker and monument restrictions, in the original cemetery area, will be determined by the Department of Public Works Superintendent and shall be in harmony with existing conditions.

### **B. Definitions**

1. Lot: Numbered divisions as shown on the cemetery plot which consist of two or more graves.
2. Grave: A space of sufficient size to accommodate one adult interment.
3. Interment: The permanent disposition of the remains of a deceased person by cremation and interment or burial.
4. Memorial: Shall include a monument, marker (headstone or footstone), crypt for family or individual use.
5. Monument: Shall include a tombstone of granite or marble which shall extend above the surface of the ground.
6. Above ground crypt: Shall mean an above ground space used for or intended to be used for entombment of human remains.
7. Marker: A memorial flush with the ground.
8. Veteran marker: a marker furnished by the United States Department of Veterans Affairs, or other marker otherwise memorializing a veteran of the United States of America.
9. Lot Marker: Refers to any means used by the cemetery to locate corners of the lot or grave.
10. Deed: The certificate of ownership which applies to the original conveyance to the original purchaser.
11. Marker Dimensions: Single up to 18" x 42", Companion on a single grave up to 18" x 42" double marker centered on two adjoining graves up to 18" x 60".

### **C. Markers, Memorials and Monuments**

1. All markers, or memorials, must be constructed of granite or marble. Bronze memorials must be mounted on a granite base.
2. Foundations for memorials and markers shall conform to specifications set by the City, and all foundation work shall be done under permit of the Department of Public Works Superintendent. All memorials require foundations. All expenses of foundations shall be responsibility of the grave owner or family in accordance to the fee schedule established by the Department of Public Works Superintendent.
3. All expenses incurred in setting, repairing or maintaining markers, memorials, and monuments shall be borne by the lot owner.
4. Memorial sites may only be constructed or erected on lots of sufficient size so as no portion of the memorial site extends beyond the lot borders.
5. If any memorial is allowed to fall into disrepair by the owner, it may be removed by the City. The City shall have no responsibility for the return of the memorial to the owner.

6. Except as otherwise provided herein, only one marker will be permitted per grave and shall be flush with the ground. Companion markers are permitted in lieu of single markers and must be a minimum of 32" in length. A veteran marker is permitted to be placed in addition to a companion marker on two adjoining graves or on a single lot with a single marker. A veteran marker shall be placed at the opposite end of the grave site from any other non-veteran markers located on the same grave site. A grave owner shall be responsible for the cost of the additional foundation for the replacement of a veteran or non-veteran marker. The cost of the foundation for the memorial is determined by the current City of Farmington Fee Schedule Chapter 3.
7. Markers shall be a minimum 12" x 24" x 4".
8. Markers shall be centered on the grave and placed at the foot of walkways facing the adjoining walkway. Markers for the most easterly graves, parallel with the east property line, shall be placed at the common lot line and face west.
9. Markers and monuments must match the family plot.
10. Monuments shall be permitted only on minimum four grave lots. A veteran marker is permitted to be placed on a lot with a monument or a flat marker. The veteran marker must be placed at the opposite end of the lot from the monument or flat marker.
11. Monuments shall be centered on the lot and shall be located one foot into the lot at the common lot line. All monuments shall face the adjoining walkway.
12. Monuments are prohibited in single grave sections.
13. Vases with permanent bases are prohibited.

**D. Above Ground Crypts**

1. Before work on any above ground crypt begins, the location and complete plans and specifications shall be approved by the Public Works Superintendent. The crypt lot owner or their representative and the Department of Public Works Superintendent or appointed representative shall conduct an inspection of the surrounding graves, monuments, and landscaping prior to and following the construction of the above ground crypt on the owner's lot.
2. The lot owner(s) who construct an above ground crypt on his or her lot shall be responsible for all costs related to the construction and maintenance of such above ground crypt, including the above ground crypt foundation. The lot owner(s) shall also be responsible for any and all damage, including restoration costs, sustained by surrounding graves, monuments, markers, and landscaping caused during the installation or maintenance of the above ground crypt.
3. An above ground crypt shall only be placed on a lot consisting of four (4) graves, being an area twelve (12) feet in depth and sixteen (16) feet wide, encompassing a minimum of 192 square feet. All above ground crypts shall be limited to eight (8) feet in depth by twelve (12) feet in width, encompassing a total of ninety-six (96) square feet, and have a maximum height of five (5) feet above ground.
4. During installation of an above ground crypt, access to the Cemetery shall be maintained. Burials or interments at the Cemetery shall not be interrupted or adversely impacted by the construction of an above ground crypt.
5. No decorative objects or photographs may be affixed to the crypt by tape or other means. No toys, glass containers, ceramic containers or similar objects are permitted to be placed on top or in any way attached to a crypt. All such unauthorized items may be removed by the Cemetery.

**E. Interment or Disinterment**

1. The City Clerk shall keep a record of all interments made in City cemeteries.
2. Such records shall disclose the name of the deceased, date of burial, last address, next of kin, funeral director, lot and grave number and the owner's name.
3. There shall be no interment of anything other than the remains of human bodies in City cemeteries.
4. No funerals shall be held on Sunday, nor between the hours of 6:00 p.m. and 7:00 a.m.
5. Reasonable notice must be given to the City Clerk, and all arrangements with the City must be completed for services to be furnished by the City, and payment made prior to a grave opening.
6. All applications for burial shall be made to the City Clerk in a timely manner to allow at least twenty four (24) working hours to prepare the grave. Such applications shall be accompanied by a burial permit issued by the County Health Department or other authorized agency of the state or county.
7. There shall be no disinterment or relocation of a body without a permit issued by the County Health Department. Such permit shall be submitted to the City Clerk. For disinterment of cremains, the requesting party must provide (a) a copy of the deed to the lot; (b) proof of identification (drivers' license, birth certificate, or the like); (c) proof that they qualify as next of kin under applicable law; and (d) a

release in a form acceptable to the City that they acknowledge that the City is not responsible for the condition of the urn in which the remains were buried. Disinterment of cremains shall be conducted only in the period from May 1 to November 15, unless authorized in writing by the Department of Public Works Superintendent or designee.

8. There shall be no interment of more than one body and one cremation, or two cremations within anyone grave. Further, there shall be no disinterment of the cremains or body within any grave for the purpose of burying bodies or cremains within the same grave.

**F. Ground Maintenance and Decoration Regulations**

1. No grading, leveling or excavation shall take place within any cemetery without written permission of the Public Works Superintendent.
2. No live plantings are allowed. Fencing of graves, or statuary is prohibited.
3. The City reserves the right to plant, remove or trim any tree, plant or shrub in the interest of maintaining a good appearance or to reduce maintenance expenses.
4. Decorations shall be limited to one floral offering per grave. Grave blankets and wreaths are permitted from November 1st to March 1st. Flags are permitted on graves for a period of one week following Memorial Day, Fourth of July and Veteran's Day. Expressly forbidden are miscellaneous statues, glass and plastic objects, cans, toys, vigil lights, Christmas trees and similar items. Other items deemed unsightly, objectionable or detrimental, shall be removed and disposed
5. The City reserves the right to clear the ground of all decorations, including, but not limited to, floral displays, Shepherd's Hook, and standup decorations, twice a year. Spring cleanup begins March 1, and Fall cleanup begins October 1. All decorations should be removed prior to these dates. New decorations allowed by these rules and regulations may be placed beginning April 1 and November 1, respectively.
6. No persons shall injure, cut or remove any tree, shrub or plant or other vegetation growing or being within the limits of the cemetery whether on graves or unimproved grounds.
7. All persons are prohibited from defacing, injuring or removing any memorial, fence or other structure in or belonging to the cemetery, or any property thereof, and from entering on such grounds by any other means other than the gates provided for the purpose thereof.
8. No surface shall be applied to any grave other than one consisting of grass, with the exception of an above ground crypt in accordance with the rules prescribed above.
9. The City reserves the right to change, maintain and revise any roadway or plat incorporated within any cemetery when necessary to improve the grounds.

**G. Gifts for Cemeteries**

1. Whenever any person shall grant or give, bequest or devise any gift to the City for the perpetual maintenance and care of, or for the general upkeep and improvement of a City cemetery, the Department of Public Works Superintendent shall review such gift, bequest or devise, and shall forthwith issue to the donor or

his/her representative, an acknowledgment of receipt of same, signed by the City Clerk/Treasurer.

2. Any funds paid shall be delivered to the City Treasurer.
3. The Department of Public Works Superintendent shall report to the City Council the receipt of any funds by grant, gift, bequest or devise at the next regular Council meeting.

#### **H. Cemetery Care**

1. Cemetery care shall include only cutting and trimming of the grass, top dressing and seeding when necessary, tree maintenance and the general upkeep of the lot.
2. Cemetery care shall not include the maintenance of any memorial or other items.
3. All monies received by the City in trust, gifts or other donations, shall be credited to the Cemetery Improvement Account. The City shall not commit itself to extraordinary care or special care of any lot or grave within the cemetery.

#### **I. Burials of Poor Persons and Strangers**

1. A part of at least one City cemetery shall be set aside for single graves, and shall be used as a burial place for indigent persons and strangers. Each grave shall be numbered and marked with a durable material.

#### **J. Other Regulations**

1. No advertisement of any description will be permitted within any cemetery.
2. The presence of wildlife and birds enhances the natural beauty of City cemeteries, so the cemetery grounds shall be considered a wildlife and bird sanctuary. All persons are forbidden from disturbing, wounding, trapping or killing any bird or animal.
3. Refreshments or liquor shall not be allowed within the cemeteries.
4. No persons shall drive any vehicle other than on the designated roads provided within the cemetery, other than those vehicles permitted by the Department of Public Works Superintendent for maintenance, placement of markers or required for interment.
5. The cemetery shall be open to visitors from 9:00 a.m. to 6:00 p.m. daily.
6. The cemetery (City) reserves, and shall have, the right to correct any errors that may be made by them either in making interments, disinterment's or removals or the description, transfer or conveyance of any interment property. Such correction shall include canceling such conveyance and substituting in lieu thereof other interment property of equal value and similar location as far as possible, or as may be selected by the Cemetery Board, or, in the sole discretion of the City Manager, by refunding the amount paid for such purchase. In the event such error shall involve the interment of the remains of any person in such property, the cemetery reserves and shall have the right to remove or transfer such remains to another property of equal value and similar location as may be substituted and conveyed in lieu thereof.
7. All orders for interments in lots must be signed by the owner of the lot or his legal representative. However, when this is impossible because such person is absent



from the city, permission by writing signed by the owner or his legal representative will be accepted in lieu thereof. The City shall have no responsibility for return to the owner of any object or item removed.

8. Dogs are prohibited from all city cemeteries.
9. Resolution of all disputes shall be determined by the Department of Public Works Superintendent.
10. Single graves will be limited to designated areas of the cemetery. All other purchases must be made in a minimum number of two in succession. The City shall be the sole determiner of limitations concerning sales of graves.

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**Farmington City Council  
Staff Report**

**Council Meeting  
Date: February 19, 2019**

**Item  
Number  
6A**

**Submitted by: Melissa Andrade**

**Agenda Topic: Board and Commission Interviews**

**Proposed Motion:**

Move to appoint \_\_\_\_\_ to Farmington **Planning Commission** for a term ending June 30, 2021.

Move to appoint \_\_\_\_\_ to the Farmington/Farmington Hills **Community Health Committee** for a term ending Dec. 31, 2021.

**Background:** The City of Farmington is seeking to fill a vacancy on the Planning Commission, Community Health Committee, and/or ZBA.

Over the past month, Council has interviewed the following candidates:

David Delind for Planning Commission (currently services on the Board of Review)  
Daniel Westendorf for Planning Commission (currently serves on Historical Commission)  
Juila Mantey for Planning Commission (currently services on Community Health Committee)  
John McLoughlin for Planning Commission  
Eric Gensheimer: Planning Commission or ZBA  
Karlee Hamilton: Planning Commission or Community Health Committee

**Materials:**

worksheet

<b>Candidate</b>	<b>Boards Applying For</b>		<b>Service</b>
David Delind <i>Currently serves on Board of Review</i>	Planning Commission		Cannot serve on both
Eric Gensheimer	Planning Commission	ZBA	
Karlee Hamilton	Planning Commission	Community Health	
Julia Mantey <i>Currently serves on Health Committee</i>	Planning Commission		Can serve on both
John McLoughlin	Planning Commission		
Daniel Westendorf <i>Currently serves on Historical Commission</i>	Planning Commission		Cannot serve on both

<b>March 4 Interview</b>			
Yevgeniya Gazman		ZBA	

**We have one more applicant to interview next month for ZBA**

## **Vacancies**

### **Planning Commission:**

One 3-year term

### **Community Health (2 seats):**

One regular seat 3-year term

One alternate 3-year term

### **Zoning Board:**

One alternate seat

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> February 19, 2019	<b>Item Number 6B</b>
<b>Submitted by:</b> Charles Eudy, Superintendent		
<b>Agenda Topic:</b> Second Reading Consideration to adopt “Stormwater Management” ordinance		
<b>Proposed Motion:</b> Move to adopt an ordinance to amend the City of Farmington City Code of Ordinances, Chapter 34, “Water & Sewers,” to add Article IV “Stormwater Management,” which prohibits illicit discharges within the City of Farmington. The ordinance shall be known and cited as the Illicit Discharge Elimination Program.		
<b>Background:</b> <p>All communities, major industrial sites and most Colleges are required to have a Michigan Department of Environmental Quality (MDEQ) licensed Stormwater Operator overseeing stormwater discharges as part of their National Pollution Discharge Elimination System (NPDES) permit. The Alliance of the Rouge (ARC) has been working with communities whom border the Rouge River to standardize a “Stormwater” ordinance which meets MDEQ requirements.</p> <p>The “Stormwater Management“ ordinance will in general allow the licensed operator or his designee legal authority to investigate illicit discharges from private property, enforce corrective measures, and if needed enact judicial proceeding for compliance.</p> <p>The Department of Public Works Superintendent or their representative and the Code Enforcement Officer under the supervision of the Director of Economic &amp; Community Development will be responsible for enforcement of the ordinance.</p>		
<b>Materials:</b> “Stormwater Management” Ordinance		

**CITY OF FARMINGTON**

**ORDINANCE NO. C-\_\_\_\_-2019**

**AN ORDINANCE TO AMEND THE CITY OF FARMINGTON CITY CODE OF ORDINANCES, CHAPTER 34, "WATER AND SEWERS," TO ADD ARTICLE IV, "STORMWATER MANAGEMENT," WHICH REGULATES ILLICIT DISCHARGE IN THE CITY.**

**THE CITY OF FARMINGTON ORDAINS:**

**PART I.** That Chapter 34, "Water and Sewers," Article IV, "Stormwater Management," of the City of Farmington Code of Ordinances is hereby added to read as follows:

**ARTICLE IV- STORMWATER MANAGEMENT**

**SECTION 34-200. SHORT TITLE**

This Section of Chapter 34 shall be known and cited as the Illicit Discharge Elimination Program.

**SECTION 34-201. STATEMENT OF PURPOSE**

The purpose of this Ordinance is to provide for the health, safety, and general welfare of the citizens of the City through the regulation of non-stormwater discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This Ordinance establishes methods for controlling the introduction of pollutants into the municipal storm sewer system in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process. The objectives of this Ordinance are:

- (1) To regulate the contribution of pollutants to the municipal storm sewer system by stormwater discharges by any user.
- (2) To prohibit illicit connections and discharges to the municipal storm sewer system.
- (3) To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this article.

**SECTION 34-202. DEFINITIONS**

The following words, terms and phrases, when used in this Ordinance, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

***Authorized enforcement agency*** means the City of Farmington, through its Public Works Department by its Public Works Superintendent and his/her authorized representatives, which shall specifically include all inspectors and code enforcement under the supervision of the Director of Economic & Community Development, and any other individual designated by the City Manager

of the City of Farmington to enforce this Ordinance. Where applicable the terms may also mean the director of the Michigan Department of Environmental Quality or his/her designated official, and/or the United States EPA Administrator or his/her designated official.

**Best Management Practices (BMPs)** means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

**City** means the City of Farmington, a Michigan municipal corporation

**Clean Water Act** means the federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

**County** means the County of Oakland.

**Construction activity** means activities subject to NPDES construction permits. These include construction projects resulting in land disturbance of five acres or more requiring an issued permit and small construction activities impacting one to five acres of land deemed to operate under a national permit. Such activities include, but are not limited to, clearing and grubbing, grading, excavating, and demolition.

**Hazardous materials** means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

**Illegal discharge** means any direct or indirect non-stormwater discharge to the storm drain system, except as exempted in Section 7 of this Ordinance.

**Illicit connections** mean either of the following:

- (1) Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system including, but not limited, to any conveyances which allow any non-stormwater discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency, or
- (2) Any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

**Industrial activity** means activities subject to NPDES industrial permits as defined in 40 CFR, Section 122.26(b)(14).

**MS4** means a municipal separate storm sewer system.

**National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit** means a permit issued by United States Environmental Protection Agency (EPA), or by the State of Michigan under authority delegated pursuant to 33 USC § 1342(b) and codified in the Michigan Natural Resources and Environmental Protection Act Protection at MCL 324.101, et seq., that authorizes the discharge of pollutants to waters of the United States or State of Michigan, whether the permit is applicable on an individual, group, or general area-wide basis.

**Non-stormwater discharge** means any discharge to the storm drain system that is not composed entirely of stormwater.

**Person** means any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

**Pollutant** means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; nonhazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

**Premises** means any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

**Storm sewer system or storm drainage system** means a publicly owned facility by which stormwater is collected and/or conveyed, including, but not limited to, any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

**Stormwater** means any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation and resulting from such precipitation.

**Stormwater pollution prevention plan** means a document which describes the best management practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

**Wastewater** means any water or other liquid, other than uncontaminated stormwater, discharged from a facility.

## **SECTION 34-203. APPLICABILITY**

This Ordinance shall apply to all water entering the storm drain system generated on any developed or undeveloped lands unless expressly exempted by an authorized enforcement agency.

## **SECTION 34-204. ENFORCEMENT, RESPONSIBILITY FOR ADMINISTRATION**

This Ordinance shall be enforceable by the City's Code Enforcement Officer at the direction of the Public Works Superintendent or other authorized enforcement agency.

## **SECTION 34-205. MINIMUM STANDARDS**

The standards set forth herein and promulgated pursuant to this Ordinance are minimum standards; therefore, this Ordinance does not intend or imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.

## **SECTION 34-206. DISCHARGE PROHIBITIONS**

### **A. Prohibition of illegal discharges.**

No person shall discharge or cause to be discharged into the storm drain system or watercourses, any materials, including, but not limited to, pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than stormwater. The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited; however, the following discharges are exempt from prohibition as described:

- (1) The discharges and flows from firefighting activities if they are identified as not being a significant source of pollutants to the waters of the state.
- (2) Discharges specified in writing by the Public Works Superintendent as being necessary to protect public health and safety.
- (3) Dye testing, when there has been verbal notification to the Public Works Superintendent and state department of environmental quality procedures have been followed.
- (4) Discharges permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.
- (5) The following discharges or flows if they are identified as not being a significant contributor to violations of water quality standards: water line flushing and discharges from potable water sources; landscape irrigation runoff, lawn watering



runoff, and irrigation waters; diverted stream flows and flows from riparian habitats and wetlands; rising groundwaters and springs; uncontaminated pumped groundwater, except for groundwater cleanups specifically authorized by NPDES permits; foundation drains, water from crawl space pumps, footing drains and basement sump pumps; air conditioning condensation; waters from noncommercial car washing; street wash water; dechlorinated swimming pool water from single-, two- or three-family residences. Other swimming pools shall not be discharged to stormwater or to surface waters of the state without NPDES permit authorization from the MDEQ.

#### **B. Prohibition of illicit connections.**

- (1) The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.
- (2) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- (3) A person is considered to be in violation of this article if the person connects a line conveying sewage to a storm drain system or MS4, or allows such a connection to continue.

#### **C. Prohibition of Direct Dumping or Disposal of Materials into the MS4.**

- (1) The direct dumping of materials or discharges into the MS4 is prohibited except for those illicit discharges identified as not being a significant contributor to violations of water quality standards.

### **SECTION 34-207. RIGHT OF ENTRY**

The Public Works Superintendent and the City's Code Enforcement officer under the supervision of the Director of Economic & Community Development, or other authorized enforcement agency shall be permitted to enter upon all properties for the purposes of inspection, observation, measurement, sampling and testing of suspected non-stormwater discharges in accordance with the provisions of this article. Refusal of reasonable access to the Public Works Superintendent, the City's Code Enforcement Officer, and/or representatives of the authorized enforcement agency to any part of the premises is a violation of this article.

### **SECTION 34-208. SUSPENSION OF STORM SEWER SYSTEM ACCESS**

#### **A. Suspension due to illicit discharges in emergency situations.**

The Code Enforcement Officer and the Code Enforcement Officer under the supervision of the Director of Economic & Community Development at the direction of the Public Works Superintendent or other authorized enforcement agency may, may seek immediate injunctive relief, to suspend storm sewer system discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the

storm sewer system or the Waters of the United States or this state. If the violator fails to comply with a suspension order issued in an emergency, the authorized enforcement agency may take such steps as deemed necessary to prevent or minimize damage to the storm sewer system or waters of the United States or this state, or to minimize danger to persons.

**B. Suspension due to the detection of illicit discharge.**

Any person discharging to the storm sewer system in violation of this article may have their storm sewer system access terminated by order of the District Court if such termination would abate or reduce an illicit discharge. The Code Enforcement Officer Public Works Superintendent will notify a violator of the proposed termination of its storm sewer system access.

**SECTION 34-209. INDUSTRIAL OR CONSTRUCTION ACTIVITY DISCHARGES**

Any person subject to an industrial or construction activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Public Works Superintendent prior to the allowing of discharges to the MS4.

**SECTION 34-210. MONITORING OF DISCHARGES**

The Public Works Superintendent has the right to require non-residential dischargers to install monitoring equipment as necessary, in accordance with Court Order, if a non-stormwater discharge is suspected. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.

**SECTION 34-211. REQUIREMENTS TO PREVENT, CONTROL, AND REDUCE STORM WATER POLLUTANTS BY THE USE OF BEST MANAGEMENT PRACTICES**

The Public Works Superintendent and the Code Enforcement Officer under the supervision of the Director of Economic & Community Development or his designee will adopt requirements identifying Best Management Practices for any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the U.S. The owner or operator of a commercial or industrial establishment shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and non-structural BMPs. Further, any person responsible for a property or premise, which is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of pollutants to the municipal separate storm sewer system. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of storm water associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a storm water pollution prevention plan (SWPPP) as necessary for compliance with requirements of the NPDES permit.

**SECTION 34-212. NOTIFICATION OF SPILLS**

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain system, or water of the U.S. said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said person shall notify the authorized enforcement agency in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Public Works Superintendent and the Code Enforcement Officer under the supervision of the Director of Economic & Community Development within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

## **SECTION 34-213. ENFORCEMENT**

### **A. Notice of Violation**

Whenever the Public Works Superintendent and the Code Enforcement Officer under the supervision of the Director of Economic & Community Development or his designee determines that a person has violated a prohibition or failed to meet a requirement of this Ordinance, the City of Farmington may issue a notice of violation to the responsible person and the owner of the property where the violation is occurring requiring compliance within a period set forth within the notice. Such notice may require without limitation:

- (1) The performance of monitoring, analyses, and reporting;
- (2) The elimination of illicit connections or discharges;
- (3) That violating discharges, practices, or operations shall cease and desist;
- (4) The abatement or remediation of storm water pollution or contamination of hazards and the restoration of any affected property; and
- (5) Payment of a fine to cover administrative and remediation costs; and
- (6) The implementation of source control or treatment BMPs.

### **B. Abatement of a Violation.**

- (1) If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall advise that, should the violator fail to remediate or restore within the established

deadline, the City may issue a municipal civil infraction citation and may seek an order of the District Court requiring the restoration to be completed within an established deadline and authorizing the City or its designee to completed the work at the violator's expense.

**B. Penalties.**

Violations of this Article shall be municipal civil infraction as set forth within Section 1-19 of this Code.

**SECTION 34-214. COST OF THE ABATEMENT OF THE VIOLATION**

In the event the violator fails to correct the violation as required, and the City undertakes the corrective action in accordance with an order of the District Court, within 30 days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The court order may provide that if the amount due is not paid within a timely manner, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment... Unpaid assessments may be placed on the City's delinquent tax roll and may be collected as unpaid taxes.

**SECTION 34-215. REMEDIES NOT EXCLUSIVE**

The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state, or local law and it is within the discretion of the authorized enforcement agency to seek cumulative remedies, including, but not limited to circuit court actions in law or equity.

**Part II Severability**

Should any section, subsection, paragraph, sentence, clause, or word of this ordinance be held invalid for any reason, such decisions shall not affect the validity of the remaining portions of the ordinance.

**Part III Savings**

This amendatory ordinance shall not affect violations of the zoning ordinance or any other ordinance existing prior to the effective date of this ordinance and such violation shall be governed and shall continue to be separately punishable to the full extent of the law under the provisions of such ordinance at the time the violation was committed.

**Part IV Effective Date: Publication.**

This amendatory ordinance shall be effective 10 days after adoption by the City Council and after publication as provided by the Charter of the City of Farmington.

Ayes:

Nayes:  
Abstentions:  
Absent:

STATE OF MICHIGAN    )  
                                  )ss.  
COUNTY OF OAKLAND    )

I, the undersigned, the qualified and acting City Clerk of the City of Farmington, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City of Farmington at a meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2019, the original of which is on file in my office.

\_\_\_\_\_  
MARY MULLISON, City Clerk  
City of Farmington

Adopted:  
Published:  
Effective: