



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

REGULAR MEETING AGENDA

1. **ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENT**
4. **APPROVAL OF ITEMS ON CONSENT AGENDA**
 - A. **Accept Minutes from City Board and Commission**
 - 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**
5. **APPROVAL OF REGULAR AGENDA**
6. **PRESENTATION/PUBLIC HEARINGS**
 - A. **Special Event Request**
 1. **Haitian Network: Bel Bagay Lakay – Haitian Arts & Crafts Festival**
 2. **Bodhi Yoga: Downward Dog Days of Summer**
 3. **Farmington Library: Pavilion Story Time & Family Fun in Riley Park**
 - B. **Proclamation: February 7 Declared National Optimist Day**
 - C. **Farmington Farmers & Artisans Market Presentation & Update**
7. **NEW BUSINESS**
 - A. **Approval of Byrne Justice Assistance Grant (JAG) Contract**
 - B. **Consideration to authorize purchase of replacement combination sewer and catch basin cleaning truck from Jack Doheny Supplies**
 - C. **First reading of Stormwater Management Ordinance**
 - D. **Consideration to approve payment for meter replacement program**
 - E. **Consideration to adopt 2019 Recreation Master Plan**
 - F. **Consideration to accept proposal from Oakland County Water Resource Commissioner Office (OCWRC) to replace the 9 Mile Retention generator manual charge mechanism**
 - G. **Consideration to accept proposal from Oakland County Water Resource Commissioner Office (OCWRC) to replace the 9 Mile Retention SCADA**

- 8. DEPARTMENT COMMENT**
- 9. CITY COUNCIL COMMENTS**
- 10. CLOSED SESSION:**
 - A. Collective Bargaining Negotiation**
 - B. Confidential Correspondence from City Attorney**
- 11. ADJOURNMENT**

Farmington City Council Staff Report	Council Meeting Date: January 22, 2019	Item Number 4A
Submitted by: Melissa Andrade		
<u>Agenda Topic:</u> Accept Minutes from City's Boards and Commissions		
<p>CIA: December 2018 DDA: December 2018 Historical: November & December meetings canceled Parking: November 2018 Planning: December 2018 ZBA: January meeting canceled Library: November 2018 Farmington/Farmington Hills Arts Commission: November, 2018 Commission on Children, Youth and Families: Not yet posted Emergency Preparedness Committee: December not yet posted</p>		

**CITY OF FARMINGTON
GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY
MINUTES
December 13, 2018**

CALL TO ORDER

The Farmington Grand River Corridor Improvement Authority meeting was called to order at 8:35 a.m. by Economic and Community Development Director Christiansen.

Members Present: Accettura, Carron, Graham, King, Thomas
Members Absent: Bowman, O'Dell
Staff: Christiansen, Murphy
Other: James Barnas, Contracting Resources, Inc.

APPROVAL OF AGENDA

Motion by Carron, supported by Graham to approve the agenda. Motion approved unanimously.

APPROVAL OF MINUTES

- A. Motion by Carron, supported by Thomas to approve the October 11, 2018 minutes. Motion approved unanimously.

SITE PLAN FOR SECOND BUILDING ADDITION – PROFESSIONAL PAVILION, 23133 ORCHARD LAKE ROAD

Christiansen reviewed the proposed site plan for a second building addition for Professional Pavilion (re-named Orchard Trail Medical) with the Board. James Barnas, representing Contracting Resources, Inc., presented the site plan and answered questions. Motion by Thomas, supported by Graham to approve the site plan for the second building addition for Professional Pavilion (Orchard Trail Medical) dated November 20, 2018 and recommend/forward to the Planning Commission.

DISCUSSION OF 2020-2025 CAPITAL IMPROVEMENT PROGRAM

Christiansen discussed the 2020-2025 Capital Improvement Program (CIP) with the Board. The Board discussed the CIP and who to appoint as the CIA representative on the CIP Steering Committee. Motion by Accettura, supported by Carron to appoint Sara Bowman as the representative from the Grand River Corridor Improvement Authority to the 2020-2015 Capital Improvement Program Steering Committee. Approved unanimously.

2019 SCHEDULE OF CIA REGULAR BOARD MEETINGS

The Board discussed the proposed 2019 meetings schedule. Motion by Thomas, supported by Carron to approve the 2019 Schedule of CIA Regular Board Meetings as presented. Motion approved unanimously.

PUBLIC COMMENT

None.

BOARD COMMENT

None.

ADJOURNED AT 9:05 a.m.



The December 5, 2018 meeting was called to order by Todd Craft at 6:05 p.m.

1. ROLL CALL

PRESENT: Tom Buck, Stephanie Clement, Todd Craft, Sean Murphy (arrived late at 6:16 p.m.), Tom Pascaris, Steve Schneemann, and Micki Skrzycki

ABSENT: Kathy Griswold, Rachel Gallagher

OTHERS PRESENT: Kate Knight, DDA Executive Director
Lydia Macklin-Camel, DDA staff
David Murphy, City Manager
Bill Galvin, City Council

2. APPROVAL OF ITEMS ON CONSENT AGENDA

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

- a. Financial Report
- b. Minutes: November 7, 2018 Meeting

Motion carried 6-0-3.

3. APPROVAL OF REGULAR AGENDA

Motion by Skrzycki seconded by Buck to approve the December 5, 2018 agenda as presented.

Motion carried 6-0-3.

4. PUBLIC COMMENT

Call to the Public at 6:07 p.m.

Bill Galvin, City Council member and Farmington resident (35697 Briar Ridge Lane) commented on the recent Council ruling to approve moving the all of the annual Founders Festival activities to Shiawassee Park. Galvin mentioned he had received both positive and negative feedback regarding the decision and addressed these with the DDA. Due to the reduced presence of the festivities within the downtown district, Galvin encouraged the DDA Board to support the downtown businesses in this change and to look at the void as an opportunity to do something special within the downtown area during the event.

Call to the Public closed at 6:10 p.m.

5. FINANCIAL SNAPSHOT

Knight informed the Board that there were some unexpected expenditures due to unplanned property damage within a downtown building that will appear on the next Financial Snapshot along with tax payments that have not been credited yet.

6. EXECUTIVE DIRECTOR UPDATE

Communications

Downtown Farmington is currently in full swing with our On the Ground Farmington series through Metromode. As of Thanksgiving, with eight weeks of coverage, digital reach has hit 18,364 individuals. Analytics show the most popular piece thus far was "How Farmington turned a 'busted-up asphalt parking lot' into a lively community hub", written by local journalist and project editor Jenn McKee. Readers averaged 6:44 minutes on that article. The next step is building a coalition to continue this work. MEDC (Michigan Economic Development Corporation) strongly supports Metromode and subsidizes their partnerships for RRC (Redevelopment Ready Communities). Once our City Master Plan is complete, we'll be eligible for this support.

Events

The first autumn edition of Ladies Night Out was November 15. Most merchants reported a successful first effort; it will be a fixture in our event offerings. Small Business Saturday was November 24, Holly Days was Saturday, December 1. Holly Days was a partnership with the Chamber and Farmers Market, featuring free movies at the Farmington Civic Theater, expanded artisan market shopping at Riley Park, and the Light Up the Grand Parade, culminating in a tree-lighting at the Governor Warner mansion. (The DDA provided branding and promotional support for this downtown Chamber event.) The DDA encouraged downtown merchants to stay open for these three consecutive calendar events.

Clement, Store Manager at Dress Barn in Downtown Farmington, shared with the Board that her store received more traffic than the usual Thursday due to Ladies Night Out. Clement thought that the event was more lightly promoted and that promotions for LNO could be improved, however, her store received upwards of 300 customers compared to 500 at the spring event, which was good considering the inclement weather. Buck suggested the DDA collect more positive testimonies, like Clement's, from businesses that participated in Ladies Night Out and other fall/winter events to share with all businesses and encourage more participation at these events in the future.

Design and Maintenance

This week the DDA is installing festival lighting in Riley Park, spanning from the inside of the Grand River north entrance to the center gable of Sundquist Pavilion. Thank you to S3 for the thoughtful inspiration, drawings, and design expertise! Installation will precede installation of the ice rink in early December. Knight stated that the project will cost an estimated \$10-15,000, and could be covered with proceeds from the DDA's 2017-2018 Harvest Moon Celebrations, which had yet been unattributed to a specific project. Past years' event proceeds had been dedicated to public art and the ice rink. Skrzycki and Griswold stated that the Harvest Moon Committee had agreed that lighting would be an apt project for proceeds. Craft commented that it was a fitting demonstration of proceeds put to visible use.

Tree lighting within the streetscape was installed last week, in time for the holidays. Nine trees with more uniform canopy were "de-lighted" and re-installed with new generation, high-efficiency LED. The installation focused on clusters anchoring pedestrian crosswalks on Grand River. Thank you to the volunteers who joined our call to action and helped decorate Riley Park for the holidays. A brigade of six to eight helpers assisted DDA staff and Restoration Plus in wrapping and lighting the park on November 25. More than 20 volunteer hours knocked out the installation in record time. Our downtown holiday preparation is complete this week. Sidewalk improvement wrapped up last week at Loft Cigar Lounge on Grand River. This DDA-merchant partnership provides the accessibility required for this change of business use.

Tom Buck suggested the DDA discuss lighting and holiday décor with the Corridor Improvement Authority to set a precedent for décor along the Grand River Corridor into the future.

Skrzycki complimented Mutual Property Management for decorating their building with lights for the holidays. Skrzycki thinks it is a great complement to the DDA's holiday décor and suggested the DDA write a letter of appreciation to the owner and encourage other businesses to decorate their storefronts for the season.

7. Capital Planning FY 2019-2020 Work Group Representation

Knight shared that the City is beginning Capital Improvement Planning for the FY 19-20 and will be reinstating the CIP Work Group which requires DDA representation. Knight asked the Board to make a motion to determine whether they would like to continue to have the Executive Director serve as the liaison to the CIP Work Group or nominate a Board Member.

Buck mentioned that the DDA has received negative feedback from the Main Street organization because they do not elect a Board Member to serve on the CIP Work Group. Schneemann commented saying he believed the Executive Director is the best equipped to serve on the CIP Work Group because they are most connected to the daily activities of the City. Knight suggested that they use their January meeting as a working session to discuss their thoughts for FY 19-20 Capital Improvement

Planning and then she will bring these ideas to the CIP Work Group conversation on behalf of the Board.

Motion by, Schneemann seconded by, Pascaris resolved that the board designates Kate Knight to serve on the Capital Improvement Program Work Group.

Motion carried 7-0-2.

8. Oakland Street Update

Knight updated the Board on the Oakland Street Improvement Project. Knight presented OHM's, the City's engineering contractor, updated cost estimate for the project and finalized construction documents. The original cost and scope for the project, which only included repaving and additional parking spaces, was estimated at approximately \$266,000. The updated cost and scope for the project, which now includes a reconfiguration of the street, added utilities, and wayfinding, on top of the original scope of work, is estimated at approximately \$646,000. The Design Committee worked closely with OHM to outline the scope of work and believes the added improvements will offer more value to the community over the long run and that investing the money into the Oakland Street project is important because the area is a major gateway to the downtown district. The DDA and the City originally agreed to split the cost 55/45. Knight informed the Board that they would need to approve the new cost and scope of work and then bring it in front Council for final approval by January in order to go to bid in February/March.

The Board provided individual comments on the project:

Buck was surprised that OHM had produced finalized construction documents before the DDA Board approved the cost and scope of work. Buck believes the cost and scope of work are extravagant and not what was originally agreed upon when the project began. He suggested tailoring the project back to the original scope of work in order to bring costs down. Buck expressed his concern that the Board and the Design Committee were not aware of the cost estimate until now. He suggested that when major changes to the project scope were made, they should have been addressed with updated cost estimates by OHM throughout the design process. Buck suggested that in the future the Board should improve their communication and information process for major streetscape projects amongst the contracting engineers and the Design Committee so that a major surprise like this does not happen again. Buck also suggested the Board host a special meeting with OHM in order to explain the details of the new project scope and cost estimate so that the DDA Board may make a more informed decision. In light of the new cost estimate, Buck also suggested the Board consider other downtown improvement projects and weigh the pros and cons for investing in either, or.

Schneemann agreed with Buck that the price was much higher than planned and not the normal investment the DDA has made on past projects, however, he argued the value of the improvement project, in its current scope, will outweigh the added expenditure.

Pascaris agreed the price tag was quite high for the project. He also expressed his concern for the contracting engineers' lack of communication with the DDA regarding the extreme hike in project cost.

Murphy agreed the cost was very high, but noted that he saw the added value of streetscape improvements for the downtown and what the additional parking spaces would bring.

Skrzycki expressed her concern for the project cost and the likelihood this would require the DDA Board to nearly halve their fund balance.

Clement also agreed the price was very high and expressed her desire to get clarification from OHM.

Craft agreed the price was very high and nodded to Buck's point that the Board should consider how this money could be invested in the community in other areas that may be of higher priority, such as Farmington Road.

The Board directed staff to connect with OHM and set up a special meeting before the end of the year in order to make a decision on how to move forward with the project before the January City Council Meeting.

9. Other Business

Due to the holiday, the Board opted to move their January 2, 2019 meeting to Wednesday, January 9, 2019.

Board Comment

Schneemann commented on the Galvin's words during public comment regarding the Founders Festival location change. Schneemann echoed Galvin reporting that he too had received both positive and negative feedback, specifically from business owners. He asked that the topic be put on a future agenda so that the Board can discuss further how they will address the void and support business owners at the 2019 event.

Schneemann also commented on the Oakland Street Project discussion asking that the project missteps not derail the entire project from moving forward as he thinks improving Oakland Street in any capacity will be of high value to the community.

Buck reported that a new business moved into the upper level of the Cook Building. The business, ITA is an HR Tech Company and is excited to be a part of the downtown community. Knight asked that Buck share their contact info so she can add them to downtown merchant communications.

10. Adjournment

Motion by Schneemann, seconded by Pascaris to adjourn at 9:15 p.m.

Motion carried 7-0-2.

Respectfully Submitted,

Lydia Macklin-Camel
Staff, Farmington DDA

The next regular meeting will be held at 6:00 p.m. on Wednesday, November 7, 2018, in the conference room at Farmington City Hall.



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
Special Meeting Minutes
Tuesday, December 11, 2018
Farmington City Hall

The December 11, 2018 meeting was called to order by Todd Craft at 8:05 a.m.

1. ROLL CALL

PRESENT: Tom Buck, Stephanie Clement, Todd Craft, Kathy Griswold, Sean Murphy, Tom Pascaris, Steve Schneemann, and Micki Skrzycki

ABSENT: Rachel Gallagher

OTHERS PRESENT: Kate Knight, DDA Executive Director
Lydia Macklin-Camel, DDA staff
David Murphy, City Manager
Matt Parks, OHM
Austin Downey, OHM

2. APPROVAL OF ITEMS ON CONSENT AGENDA

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

Motion carried 8-0-1.

3. APPROVAL OF REGULAR AGENDA

Motion by Schneemann, seconded by Skrzycki to approve the December 11, 2018 agenda as presented.

Motion carried 8-0-1.

4. PUBLIC COMMENT

Call to the Public at 8:07 a.m.

Greg Cowley, owner at John Cowley & Sons, wanted to express his concern for the recent Council vote and Chamber of Commerce decision to move the entirety of the Founders Festival activities to Shiawassee Park, beginning in 2019. From a restaurant standpoint, Cowley believes that this decision will have a detrimental impact on the downtown and the businesses who rely on the Festival for additional income. Cowley encouraged the DDA Board to act on this decision in a way that will ensure that this move does not negatively affect downtown businesses. Cowley also asked the DDA to consider taking the Festival back under their own authority.

Call to the Public closed at 8:14 a.m.

5. Oakland Street Project Update

The DDA invited the contracted engineers on the Oakland Street Project to join them for a special meeting in order to discuss and explain the changes in both project scope and cost. Matt Parks and Austin Downey from OHM outlined the Oakland Street Project evaluation process, design considerations, and cost estimates for all elements of the project. Parks explained that the project began as a repaving project, however, after several meetings with the DDA Design Committee, the project evolved to include additional elements such as pedestrian connectivity, additional angled parking, lighting, irrigation, streetscaping, grading, and drainage that the Committee believed addressed particular community needs.

Parks explained that these additions caused the cost to go above the original budget, however, there were other factors that affected the cost. Parks noted that the Groves Streetscape Project back in 2012 received more competitive bids due to the 2008 recession. Going into 2019, all projects and especially smaller projects (under \$1,000,000) like this one, are bid roughly 5-10% more. OHM has reflected this in the new cost estimate. According to Parks, also included in the cost estimate is OHM's engineering costs are 12-15% of the total construction costs and design consulting costs are 10% of the total construction costs.

The original cost of the project was budgeted at about \$250,000. With the additional design elements and economic factors, the new budget is estimated at around \$650,000. The Board discussed the project further with OHM and determined that they would make a decision as to whether or not to move forward in January.

6. Other Business

None.

7. Board Comment

None.

8. Adjournment

Motion by Schneemann, seconded by Buck to adjourn at 9:30 a.m.

Motion carried 8-0-1.

Respectfully Submitted,

Lydia Macklin-Camel
Staff, Farmington DDA

The next regular meeting will be held at 6:00 p.m. on Wednesday, January 9, 2018, 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
December 10, 2018

Chairperson Crutcher called the Meeting to order at 7:00 p.m. at City Council Chambers, 23600 Liberty Street, Farmington, Michigan, on Monday, December 10, 2018.

ROLL CALL

Present: Chiara, Crutcher, Gronbach, Perrot, Waun
Absent: Kmetzo, Majoros

A quorum of the Commission was present.

OTHER OFFICIALS PRESENT: Director Christiansen, Recording Secretary Murphy

APPROVAL OF AGENDA

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

APPROVAL OF ITEMS ON CONSENT AGENDA

A. October 8, 2018 Minutes

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

FINAL PUD SITE PLAN REVIEW – SAMURAI STEAKHOUSE, 32905 GRAND RIVER AVENUE

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

Director Christiansen stated that this is the “final” site plan review for the Samurai Steakhouse, 32905 Grand River Avenue. He then went on to state the word “final” is also relevant in that tonight’s meeting is the final meeting for longtime Planning Commissioner David Gronbach, as he is stepping down from the Planning Commission as he retires from his employment and work life and has indicated to the City that he is going to take some time off and pursue other venues of travel and the like and that due to the fact that he will be spending time away from the Farmington area and has indicated that his eighteen years of service as a Planning Commission member, which includes chairing the Planning Commission, and in other capacities with the Commission over time, and also serving the community with the Downtown Development Authority and on the

Downtown Development Design Committee, and also in other volunteer capacities throughout the City of Farmington, that he is going to move on to do other things and that tonight marks his final meeting with the Commission. Christiansen thanked him for his service to the community and in being a very vital member of the Planning Commission for so many years.

Director Christiansen went on to state this is the final site plan review for Samurai Steakhouse, located at 32905 Grand River Avenue. The redevelopment project is of the former Ginger Café's site and at the June 11th, 2018 Planning Commission meeting a preapplication conference and discussion was held with the Applicant on their proposed PUD, Planned Unit Development Concept Plan for the redevelopment of the former Ginger Café's site. At the July 9th meeting the Planning Commission scheduled the required public hearing for August 13th. At the August 13th meeting the Planning Commission recommended approval of the conceptual preliminary PUD plan to City Council. At their October 15, 2018 meeting the City Council approved the Conceptual Preliminary PUD Plan and draft PUD Agreement for Samurai Steakhouse and a copy of the minutes and the PUD Agreement from the City Council meeting of October 15th, 2018 are attached with the staff report.

The Applicant has submitted a final PUD site plan for Samurai Steakhouse, the final site plan includes a final site plan, floor plans and building elevations, as well as other information for the Commission. Also attached is a copy of the draft PUD Agreement as approved by City Council, the following additional information is attached: a final PUD site plan planning design review letter from OHM Advisors, dated December 7, 2018; and a final PUD site plan engineering design review letter from OHM Advisors dated December 7, 2018.

The Applicant is here this evening to present the final PUD plan to the Commission.

As indicated there are some attachments, City Council minutes, the Planned Unit Development, PUD Agreement that was reviewed and approved by City Council back in October, it is a draft and it will be finalized subsequent to the final PUD site plan approval by the Planning Commission and prior to then being executed. The Agreement includes all of the details for the project, the project description, the effect of the PUD Agreement, and on and off-site improvements, storm water management, water and sanitary sewer, building elevations, architectural requirements, general provisions, and everything applicable to the project. So until the final site plan is approved in case there are any changes or anything that needs to be included in the PUD Agreement that was approved as a matter of the preliminary conceptual. So once the final, then it becomes formalized, and anything that needs to be incorporated is brought into the agreement, any changes that might be applicable as a matter of the final PUD plan approval, also, any engineering

changes, because the PUD includes infrastructure requirements, and so that's where it's at right now, it's a draft until the final PUD site plan is approved.

Also attached are the minutes of City Council and the Samurai Steakhouse final site plan, although it does say preliminary it is the final and that will be changed. It includes both the Samurai Sushi which is now open and the new Samurai Steakhouse building. The Samurai Sushi is in former Grand Café, former Grand Cleaners originally built for that purpose and now it is the Samurai Sushi restaurant and the residential upstairs. This property will be together in concert with the new Samurai Steakhouse and you see the new, which is a four-story building, so it is a restaurant on the first level and three levels of apartment units up above and the new parking. They share access on Grand River and share parking facilities. They also share support facilities including storm water management, other infrastructure, you'll see circulation throughout the site and you'll also see between the existing Samurai Sushi and the new Samurai Steakhouse, the outdoor seating area which will be shared by both businesses.

The overview was put on the screen and Christiansen stated that one of the things that were of issue during the initial discussions which goes back to the initial conceptual presentation by the owners, was how parking was going to be accommodated on the site. There has been quite a bit of dialogue about parking in the downtown in the Central Business District, that parking that may not be able to be accommodated on site, can be provided for and accommodated off site via public parking opportunities. You'll note there are a total of 33 off-site parking spaces that have been identified that are being utilized as part of the parking for Samurai Sushi and Samurai Steakhouse which again is part of the provision for parking and a permitted opportunity for parking in the Central Business District. Also, too, the City Parking Regulations specify this is something that is provided for and is also an opportunity as part of the PUD process as well. So, this is what is being provided for Samurai Sushi and Steakhouse, is on-site parking and then also utilizing 33 off-site parking spaces along Grand River, along School Street, and you'll note there is public parking the Groves Street area and also part of the Downtown Farmington Center as well. The graphic also shows a possible crosswalk location which is something that still would have to be coordinated between the City of Farmington and MDOT with their jurisdiction on Grand River and still something that they're looking to have discussions with them about in terms of the infrastructure improvement and improvement along Grand River and also that connectivity which they are looking to achieve throughout the community. This is an opportunity that is identified in prior situations and is proposed in the 2017 Grand River resurfacing project, but it was not realized at that time and they certainly would like to see connectivity to the north side and work towards that end with MDOT again.

Christiansen also pointed out the PUD parallel plan, the alternative plan with parking, the utility and landscape plan, with landscaping along Grand River being added, and landscaping throughout the site, landscaping along the rear of the property and adjacent to the access point on Grand River and then to the parking areas, engineering, preliminary grading, storm water management and drainage, the existing infrastructure provided to the site which is reviewed in OHM's engineering review letter. There is a demolition plan, the house will be removed, and the barn has been removed and has been put in storage for its eventual re-assembly in Pontiac as an historic barn. The existing house is planned to be demolished and the owner of the property has been working with the City on the required permits to do that and will do that once the final PUD plan is approved and as they move forward through the construction and engineering planning process and all the permits are issued they will move forward with that demolition.

He indicated the review letter from OHM as it relates to the site plan talks about the building, the restaurant, the number of seats, the apartment units, the building itself, the PUD. It talks about site elements, lighting, signage and other items as well as the building design. OHM indicates the proposed design supports all plans and meets the requirements and the general objectives of the City's long-range plans in the downtown. The existing site is identified and the matrix that addresses land use compliance, the site is in the Central Business District, it talks about compliance with the PUD requirements in meeting three of the elements in the PUD which it did as a matter of the preliminary conceptual and recommended for approval by the Planning Commission to City Council which City Council approved in October. The parking requirements call for two spaces per dwelling unit and then one space for every three indoor restaurant seats. It also talks about parking for the outdoor seating area as well. It identifies the number of parking spaces that are provided on site, that there are a total of 91 parking spaces required and that the plan provides 72 spaces on site and that there are spaces provided off site, 39 off street parking spaces, and 33 on street parking spaces provided as identified on the plans. OHM states that although the proposed plan does not meet parking requirements, utilization of the surrounding lots are considered and parking on street is considered as well. The building design is discussed in the letter and all the plans and reports that are part of the City's downtown development and redevelopment are discussed here, the Downtown Farmington Parking Study, the Farmington Downtown Master Plan are referenced as the tools that were used in reviewing this PUD project as well.

OHM has done their planning review and is supporting the final PUD site plan as proposed. They've indicated they did not have any major issues or items in their planning review.

The engineering review discusses the infrastructure, storm water management, paving, grading, parking lot layout, soil erosion, site utilities, a few general items related to the

entrance to the building, some clarification items and some changes to a couple of the plan sheets. OHM in their engineering review letter does discuss outside agency reviews and permits that are necessary for the project including the final PUD Agreement that has to be completed and executed, the building permits that are required from the City of Farmington, soil erosion, storm water management, sanitary, sewer, and any other permits that are required including any permits that might be required by MDOT. There is not another curb cut so that is something that will not have to be pursued. They just have to make sure that the parking spaces that are identified, that everything is striped accordingly and made available along Grand River to serve the community and will be available to serve for this site.

Christiansen stated what is being recommended is approval of the final PUD Preliminary Plan as indicated in the OHM review letter and then compliance with the items that listed in the OHM's planning review letter and then specifically their engineering review letter, both letters being dated December 7, 2018.

Chairperson Crutcher inquired about elevations and Christiansen replied they are the same elevations that were provided previously and no changes have been made to them.

He then stated the Applicants are present at the meeting to answer any questions.

Chairperson Crutcher opened the floor for questions from the Commissioners.

Chiara asked what the status of the building to the east of this property is and Christiansen responded that that building is currently for sale. He went on to reply that there was some dialogue between the owners of Samurai Sushi and Steakhouse properties, that they had an interest in looking to see if they could acquire that property and that to date they have not been able to work out that acquisition and he does not know if there's been any recent activity that has transpired.

Chairperson Crutcher invited the Applicant to the podium.

Michael Kelmsey came to the podium and stated that they are excited to be in Farmington and thanked the Commission for their support and help on the project. He stated they did try to purchase the property to the east but it was unfortunate that they couldn't reach that objective.

Director Christiansen then put the plan set on the screen that was presented to the Planning Commission and also the City Council which includes a topographic survey, a floor plan for the Samurai Steakhouse, the patio area, the existing building which is shown to the right, Samurai Sushi, the proposed second through fourth floor residential, along with the elevations of both buildings with color renderings and the outdoor seating area and the connectivity between the two buildings.

Gronbach asked if the plan as submitted would have four stories and the Applicant replied yes. He then asked Administration if everything was in compliance with Fire Codes and other requirements and Christiansen responded that all of the elements and the plan set that was approved by City Council and consistent with the PUD Agreement regarding those type of elements, building and construction, code requirements, permits which have to then be issued based upon compliant plans, things like fire access, suppression, everything else, all has to be part of their construction plan set and permits will not be issued until it is and those requirements are satisfied with their construction plans.

Gronbach then stated in previous discussions there were some comments about the existing fence that was along the apartment property line, that it was noted that it either needs to be repaired or removed or whatever and asked if that is included in the site plan.

Christiansen responded that it is in the plan set.

Kelmsey then stated that he has been in communication with Tammy Schmidt from Farmington West Apartments and they had gotten quotes for a fence a few years back and she was going to be reaching out to those same contractors to see if the price is still the same as they are going to split the costs with the apartment owners. They had proposed a brick partition wall matching what's dividing them between the building to the east and Mother Mary's Toffee and he wasn't sure that that was within their budget. He then indicated the principal of Farmington West will be in town within the next couple weeks and that matter will be discussed.

Christiansen stated that the details of what is agreed upon between the two parties will be included in the plan set in the PUD Agreement.

Chairperson Crutcher then inquired about previous discussion held on shared parking with the apartments and Kelmsey stated that that is currently not on the table.

Christiansen stated that the pedestrian connection may be able to be realized when the fence design is put into place which is still being worked on.

Chairperson Crutcher stated that parking will be a challenge and Chiara replied if the food is good, they will find a place to park.

Chairperson called for a motion by the Commissioners.

MOTION by Waun, supported by Chiara, to move to approve the Final Planned Urban Development Site Plan for Samurai Steakhouse located at 32905 Grand River, subject to compliance with requirements as noted in the December 7, 2018 site plan review and engineering review letters by OHM Advisors.

Motion carried, all ayes.

SITE PLAN REVIEW 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 that the City has been working with the new property owner of Professional Pavilion, now Orchard Trail Medical, located at 23133 Orchard Lake Road regarding a proposed second building addition to the existing site. The proposed addition would be a 5,500 square foot one-story medical office building, an urgent care facility, and additional changes to the existing site including parking lot improvements. The existing site is located in the C-2 Community Commercial District, which requires review and approval by the Grand River Corridor Improvement Authority and the Planning Commission.

The recently approved 13,500 square foot two-story medical office building addition is currently under construction on the site. The Applicant has submitted a site plan for the proposed new one-story medical office building and additional proposed site improvements. An aerial photograph of the existing site is attached with the staff packet as well as a site plan and engineering review letters from OHM Advisors dated December 7, 2018.

The Grand River Corridor Improvement Authority is scheduled to review the proposed site plan at their December 13th meeting. From the aerial photo of the site you can see Shiawassee Street to the north, Mooney Street to the left or to the west, and Orchard Lake Road to the east.

The existing building is an existing two-story building, approximately 22,000 square feet. The Planning Commission approved the two-story 13,500 square foot addition to the east of the existing building and that is currently under construction. There is an amended site plan showing the new 5,500 square foot one-story addition and what is also shown on the

aerial overview is a footprint and that's shown in the white outline of the two-story additional that is currently under construction and to the south of that along Orchard Lake Road, the 5,500 square foot addition and the parking lot is reconfigured.

The plan set shows existing conditions as well as a demolition plan. Going back to the aerial photo, if you look at this aerial photograph and look down in the southwest corner of the site, you'll see a rooftop, a building that is a one-story office building, a medical dentist office as well as a professional office tenant in that building. The Applicant intends to, through acquisition of that building, demolish that building, repurpose that area with parking and then to construct the 5,500 square foot one-story addition, so it's a trade-off here. Acquiring that property, tearing it down, putting in parking in place of the building and then building the 5,500 square foot one-story addition where there was parking so there was a trade off on site bringing it all together.

The plan shows the building and the area to be modified, there is a site plan that shows the existing building, the 13,500 square foot two-story addition under construction, and the new 5,500 square foot building addition, the urgent care along Orchard Lake Road.

There is a utility plan for the site and one of the primary focuses of OHM's review is storm water management and there were initial discussions before the approval of the 13,500 square foot addition, there were work sessions where discussion was held about the existing parking lot and its current conditions. There were issues with storm water management, there was flooding in that parking lot, that had to be addressed and was addressed as a matter of the utility plan for that building addition. Again, more building is being added but it is a trade off because there is a building that is being acquired and torn down and impervious surface parking is being put back so there are some adjustments that need to be made so OHM and the Applicant have been in conversation about best management practices and how to deal with the storm water. There is a water shed plan, grading plan on the site, soil erosion, illumination for lighting consistent with what was approved for the two-story addition under construction, photometric plan and more details on the site.

He pointed out the landscape plan by Grissom Metz, landscaping, trees, grass areas, detailed landscape elements.

Architecture design, Hobson Black is the architect. There is a site plan, a colored rendering of the site plan, the existing two-story 13,500 addition and the proposed one-story 5,500 square foot addition, the urgent care, the parking lot, the landscaping being added to the site, the islands in the parking lot with landscaping that is part of the approved landscape plan for the two-story addition now being carried over to the one-story addition. There is an aerial oblique looking from the northeast, pointing out the

entrance at Orchard Lake Road at Shiawassee into the Grand River Corridor which is in the Orchard Lake Focus Area, the 29-acre Orchard Lake Focus Area that is part of the City of Farmington 2013 Vision Plan, one of the four focus areas in the Vision Plan, and this is the focus area in the Grand River Corridor Improvement Authority Vision Plan 2013 that is in the City of Farmington, the other three are in Farmington Hills. This one is both in the City Vision Plan and in the Grand River Corridor Improvement Authority Plan and this is the northeast portion of this focus area and what is unique here is that this redevelopment, the 13,500 square foot two-story addition, the 5,500 square foot one-story urgent care as proposed, sets the tone for the redevelopment, the enhancement of this portion of Grand River and has really kicked off the redevelopment of this portion in the City in the Grand River Corridor.

He indicated there was quite a lot of work with the Applicant on the two-story addition with site elements, the elevations, the landscaping, because of the way this project sets the tone, the character of these buildings, the architecture, the style, brings this whole area back to life. So that is being carried on with the urgent care. Again, similar architecture, similar style. For lack of a better description at this point, what's really being created here is kind of a medical campus in this portion in the City in this focus area, Orchard Lake Road, Shiawassee, Mooney Street, and before you get down to Grand River. He pointed out there will be public parking on Mooney Street that is looking to be utilized which is addressed in the engineering review letter that in removing the one-story building and expanding the parking, but in building this building there is a little shortfall of parking but that is being made up for with the on-street parking in the public right-of-way on Mooney Street.

The review letters from OHM, they reviewed the design, meaning the planning, and ordinance requirements both of the City and also to the requirements that are part of the CIA's Overlay District in Grand River. The Grand River Corridor Improvement Authority reviewed the 13,500 square foot two-story addition and recommended approval of that and that process will be required for this as well.

The overall land use summary, planning, zoning, compliance with the requirements, parking is discussed, signage, building design, and OHM's review did not have any issues with any of those items because again the parking issue on the site it was felt the parking on Mooney Street and on site meets the intent of the ordinance and intent of the overlay and would satisfy the need for this site.

The engineering letter talks about items that need to be added, some clarification on some of the utilities, it talks a little about grading and paving, again these are general engineering items, it talks about the storm water pretreatment and that OHM has been having discussions with the Applicant about storm water management to make sure that

they are satisfied that storm water management complies with the City's requirements, that pretreatment is addressed as is required and that OHM again is comfortable to move forward with construction plans. The permits and approvals are spelled out, building permits, soil erosion, sedimentation, any work in the right-of-ways require a permit there so any adjustments on Orchard Lake will require the Road Commission of Oakland County, other than that there were no other items that were of concern.

He stated the Applicant is present at the meeting tonight to answer any questions of the Commission.

Chairperson Crutcher called the Applicant to the podium.

Jim Barnas from Contracting Resources and Wayne Perry from Desine Inc came to the podium.

Barnas stated that Christiansen did a good job of explaining the project. He provided some background on the project, stating that Beaumont partnered with a company called Wellstreet out of Atlanta, who are urgent care operators and that Beaumont is doing approximately thirty to forty urgent cares with the intent of surrounding their main campuses with urgent care facilities to keep people out of the emergency centers in an attempt to utilize urgent care first and then feed the hospital. So they are in the process of establishing urgent cares around Beaumont Royal Oak, Beaumont Troy, the old Oakwood facility and Botsford. He stated they approached Beaumont with this idea and they are currently in the due diligence portion with the building on Mooney. He complimented the architect in making a medical complex both architecturally and from a site planning standpoint. The Beaumont lease is not in place yet, but they are close, so hopefully with the Planning Commission's approval they will pursue that and if all goes well the urgent care should be operational by summer 2019. He welcomed questions from the Commissioners.

Chairperson Crutcher stated on the site plan there is a walk shown and Perry stated that was OHM's request, to integrate the parking spaces on Mooney Street and it was recommended to find a way to provide a method of getting people back and forth from the parking to the building so the walkway was created through the parking lot that will allow anybody who parks on Mooney Street to be able to get to the building and further discussion was held.

Barnas then stated that getting back to the medical complex, the urgent care is a natural fit to go with the 10,000 square foot pediatric complex, Farmington Family Physicians is going in there, a dermatologist, a gastroenterologist, so it's a natural fit with the other users going in, too.

Chairperson Crutcher opened the floor for questions from the Commissioners.

Barnas then stated that they are combining parcels, the Mooney Street parcel would be combined with this parcel, so there will basically be two buildings under the one Tax I.D.

Chairperson Crutcher then asked about the drawing of the sidewalk to go along Orchard Lake, and that on some of the drawings the sidewalk on Mooney does not continue further down, and Barnas stated it does go continuously down.

Christiansen stated that on the landscaping plan it does show the sidewalk all along Mooney Street.

Crutcher stated it is not shown on the rendering and Barnas replied that has been corrected.

Chairperson Crutcher confirmed that there is no action required by the Planning Commission on this item tonight and Christiansen replied that no action is required tonight and that the Grand River Corridor Improvement Authority will be reviewing the site plan formally at their meeting on December 13th.

Crutcher thanked the Applicants.

SCHEDULE OF PUBLIC HEARING FOR REVISED 2016 RECREATION MASTER PLAN

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

Director Christiansen stated this item is a request to schedule a public hearing for the revised 2016 City of Farmington Recreation Master Plan. The City of Farmington 2016 Recreation Master Plan has had some adjustment as requested by the Michigan Department of Natural Resources prior to their final approval of the plan. Those adjustments are some amendments to the plan, some additional items in the plan and that then requires that a public hearing be held to formalize them as such. The City is requesting that the Planning Commission schedule the required public hearing, a copy of the revised Farmington 2016 Recreation Master Plan was attached with the staff packet. What is being requested is for the Commission to approve the scheduling of a public hearing for January 14, 2019.

MOTION by Chiara, supported by Perrot, to schedule a public hearing for the revised Farmington 2016 Recreation Master Plan on January 14, 2019.

Motion carried, all ayes.

DISCUSSION OF 2020/2025 CAPITAL IMPROVEMENT PROGRAM

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

Director Christiansen stated it is Capital Improvement time of year. Each year the City puts together a Capital Improvement Program as part of its overall budget financial program and that for the past several years the City has created a Capital Improvement Program Steering Committee to review the proposed projects and the capital improvement items that the City is looking to include in the Annual Capital Improvement Program which spans a period of six years.

The 2019/2024 Capital Improvement Program has approximately 115 projects totaling about 23.5 million dollars in the City and it is not just projects, such as water, sewer, road projects, infrastructure projects but it also includes capital purchases, equipment, facilities, land acquisition and other items that are desired by the City as part of its overall Capital Improvement Program. This six-year plan provides direction for the City with respect to its capital improvements, capital purchases and expenditures.

The Capital Improvement Program has been put together in draft by the Steering Committee which is comprised of representatives from the City's boards and commissions and also including City Council as well as being administered by City Administration, City Manager, City Manager's office, staff, as well as representation by City Council and boards and commission including the Planning Commission. Commissioner Majoros has represented the Planning Commission for the past couple years as its representative on the Steering Committee.

He stated in the packets is calendar for Fiscal Years 2020/2025 Capital Improvement Program and the process. There was an initial meeting in October and a subsequent follow-up in November, department heads had a discussion regarding the CIP in November, and it was then discussed with the department heads and the Finance Director and submittal of their items are due by January 18, 2019. He stated both City Council and the DDA have both appointed members to the Steering Committee and it is now time for the Planning Commission to do so.

Chairperson Crutcher asked if Commissioner Majoros has expressed an interest in continuing in his role as representative for the Planning Commission and Christiansen responded that is his understanding and he has done an excellent job in serving in that capacity.

Christiansen stated that State Law mandates that a Capital Improvement Program be required as part of the City's Master Plan.

MOTION by Chiara, supported by Gronbach, to appoint Steve Majoros as Planning Commission representative for the 2020/2025 Capital Improvement Program Steering Committee.

Motion carried, all ayes.

2019 SCHEDULE OF PLANNING COMMISSION MEETINGS

Chairperson Crutcher introduced this item.

MOTION by Chiara, supported by Perrot, to approve the 2019 Schedule of Planning Commission Meetings.

Motion carried, all ayes.

PUBLIC COMMENT

None heard

PLANNING COMMISSION COMMENTS

Chairperson Crutcher thanked Commissioner Gronbach for his eighteen years of service on the Planning Commission.

Director Christiansen also thanked Commissioner Gronbach for his dedication and his excellent service to the City of Farmington for eighteen years serving on the Planning Commission and other capacities and that he will be missed.

Commissioner Perrot stated he will miss Commissioner Gronbach's input in making good decisions for the City.

Gronbach thanked everyone for their kind words.

Chairperson Crutcher inquired about a recent restaurant closing.

Commissioner Perrot stated that he was in Samurai Sushi and that the owners did a beautiful job with the building.

ADJOURNMENT

MOTION by Gronbach, supported by Chiara, to adjourn the meeting.
Motion carried, all ayes.

The meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Secretary

MEETING MINUTES
FARMINGTON AREA ARTS COMMISSION
DATE: NOVEMBER 8, 2018 – 6:30 PM
COSTICK CENTER – CONFERENCE ROOM
28600 W. ELEVEN MILE ROAD
FARMINGTON HILLS MI 48336

CALLED TO ORDER BY: Carleton **AT:** 6:33 PM

MEMBERS PRESENT: Carleton, Deason, Ferencz, Gradin, Hawkins, Hayes, McDermott, Pike, Warner

MEMBERS ABSENT: Blau, Hadfield, Jones, Joshi,

OTHERS PRESENT: Rachel Timlin, Cultural Arts Supervisor/Staff Liaison; Maddi Carpenter-Crawford, MYC Liaison;

OTHERS:

APPROVAL OF AGENDA:

MOTION BY: CARLETON

SUPPORT BY: GRADIN

TO APPROVE THE AGENDA AS SUBMITTED.

MOTION CARRIED: UNANIMOUSLY

APPROVAL OF MINUTES from: October 11, 2018

MOTION BY: CARLETON

SUPPORT BY: MCDERMOTT

TO APPROVE THE OCTOBER MINUTES AS SUBMITTED.

MOTION CARRIED: UNANIMOUSLY

PUBLIC COMMENTS

NONE

ART COUNCIL REPORT

- Membership with Culture Source
- November 13 next meeting
- Talking to Joni Hubred about promoting local arts and culture events in the Farmington Voice calendar.

CULTURAL ARTS DIVISION REPORT

- Artist in Residence/Distinguished Service to the Arts Awards: Nomination deadline December 31. Please promote!
- Public Art Program: more than 80 artists applied; jurying the show next week. Reception Monday, January 14 at City Hall. Save the Date.
- Farmington Hills Youth Theatre's "SHREK" performing November 15-18 at Costick Center
- Anna Paints Trees world premier Friday, November 30 at Costick Center.
- Rachel thanks commissioners for productive discussion about Student Art Awards at October meeting.

COMMISSION ACTION ITEMS: MISSION/BYLAWS

- Commissioner McDermott shared feedback from Farmington High School student about the student art competition/awards and asked Maddi Carpenter-Crawford’s feedback.
- Commissioner Gradin shared notes on presentation, proposing to go to the high schools and recruit students for the competition/awards.
- Commissioners Hawkins and Deason shared a presentation proposing a rebranding of the student competition/awards. Discussion followed.
- Commissioners agreed to keep the structure, prizes and name the same this year. Will work toward a complete rebranding package for the 2020 competition/showcase.

COMMISSIONERS’ COMMENTS

- Commissioner Warner shared info about Jim Aren (husband of Cultural Arts Programmer Karla Aren). His original play will be performed in Farmington Hills November 9-11.
- Commissioner Hayes talked to Farmington Mayor about art in Farmington City Hall.
- Commissioner Carleton will speak to Farmington Mayor about Farmington City Council liaison to Arts Commission. Commissioners Carleton and Gradin attended the Mercedes Benz Financial Services Art Event on November 7 with Cultural Arts Division (Timlin & Aren).
- Commissioner Gradin asked to work on Student Art Awards mission statement with Commissioner Carleton.

NEXT MEETING DATE: December 13, 2018

ADJOURNMENT

Adjourned by: Carleton

Time: 8:23 PM

Minutes drafted by: Commissioner Pike

**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
November 8, 2018**

Approved as Amended December 13, 2018

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

Board Members Absent: None

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

Staff Members Absent: None

Presentation Speakers: Jason Head, Danboise Mechanical Company (Electrical Division), and
Kurt Odrobina, Schneider Electric; Jim Borchardt, Custom Masonry;
Waug's Electric Service, Inc.; John Keith, Johnson Controls

Presentation of Audit: Auditors Dave Helisek and Kari Shea from Plante Moran

CALL TO ORDER

The Board Meeting was called to order at 6:10 p.m. by Board President, J. White.

APPROVAL OF AGENDA

MOTION by P. Huyck to approve the Agenda for November 8, 2018, was supported by J. Montgomery.

Vote: Aye: All in favor

Opposed: None

Motion passed.

PUBLIC COMMENT

No Public Comment.

VENDOR PRESENTATIONS REGARDING UPCOMING FACILITY PROJECTS

Danboise Mechanical Inc. and Schneider Electric

Jason Head from Danboise presented a proposal for replacement of main switch board at the Farmington Branch. Danboise is a full service, plumbing and electrical company and the job could be completed in phases with possibly a three day shutdown of the building. The work could begin within the month. The proposed price is \$67,987 with the added cost of \$4,150 for Power Logic PM8000 metering.

A former employee interrupted the vendor presentation to comment on the transformer situation.

Kurt Odrobina from Schneider Electric, described the Square “D” 1200-amp Switch Board.

Custom Masonry

Jim Borchardt from Custom Masonry, described the procedure for waterproofing the wall and replacing conduit to prevent further leaking. If current conduits have deteriorated, there would be added costs. J. Borchardt proposed \$10,000 depending upon what is found between the transformer and the Library entrance.

MOTION by M. Brucki to accept the bid from Danboise and conditionally accept the verbal bid of \$10,000 from Custom Masonry was supported by B. Largent. M. Brucki added that it is important to see if we could have a one day shutdown to clean existing debris.

Vote: Aye: All in favor

Opposed: None

Motion passed.

M. Brucki suggests considering the \$100,000 in the Endowment Account which is dedicated to the Farmington Branch when considering payment, if needed. There is also \$200,000 in Building Improvements, if needed.

Waug’s Electric Service, Inc.

D. Wrench presented the proposal from Waug’s Electric for emergency lighting products and labor to remove and replace 130 units of electrical lighting at the Main Library. The proposal totaled \$27,083.40. Once the repair begins, determination would be made for replacement or repair.

MOTION by B. Rae-O’Donnell to table further discussion to allow the auditors to deliver their presentation was supported by C. Zervos.

PRESENTATION OF AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2018

Dave Helisek and Kari Shea, Plante Moran auditors, presented the completed FCL Audit for the year ending June 30, 2018.

D. Helisek presented the Independent Auditor’s Report giving the opinion of “unmodified” as highest level of assurance. In answer to a question from the Board, D. Helisek clarified that as a financial audit, Plante Moran documents and tests yearly for both strengths and weakness of internal controls. From the aspect of the Board, if there was something that arose to significant level, Plante Moran would have communication with the Board immediately. Internal controls questions would be throughout the year for specific areas.

K. Shea presented the graph tables to show General Fund Revenue, General Fund Expenditures and Comparison of General Fund Balance. The Board received assurance that the Library has a healthy funding levels.

The Accounting staff was commended for their detailed preparation of documents which made the actual audit go so smoothly.

With the audit presentation finished, President J. White resumed the presentation of the proposals for emergency lighting.

Johnson Controls

John Keith from Johnson Controls spoke to the Board members via conference call. He presented proposals for the Main Library as well as the Farmington Branch for direct replacement of emergency lighting and exit sign safety fixtures at the Main Library. The proposal does not include repair of unforeseen inoperable circuits. The proposal for materials and labor is \$30,960.

A second proposal includes an annual test and inspection of current emergency lighting and exit sign safety fixtures for \$1,680.00. The electrical study to determine 120VAC availability would be \$3,168.00.

To furnish material and labor required to complete the emergency lighting improvements at the Farmington Branch would be \$17,600.00.

MOTION by B. Largent to move forward on both the inspection and study was supported by C. Zervos.

Vote: Aye: All in favor

Opposed: None

Motion passed.

APPROVAL OF MINUTES

MOTION by J. Montgomery to approve the Minutes of the October 11, 2018 Board Meeting was supported by C. Zervos.

Vote: Aye: All in favor

Abstain: Hahn

Opposed: None

Motion passed.

OPERATING BILLS

MOTION by B. Rae-O'Donnell to approve expenditures listed on November 9, 2018 check list was supported by J. Montgomery.

Vote: Aye: All in favor

Opposed: None

Motion passed.

Accounting Manager, G. Yunker, will begin adding payroll periods to the Operating Bills to clarify payroll amounts, as suggested by B. Largent.

FINANCIAL REPORT

MOTION by B. Largent to receive and file the Monthly Revenue and Expense Report for September 2018 was supported by J. Montgomery.

Vote: Aye: All in favor

Opposed: None

Motion passed.

CORRESPONDENCE

There was no correspondence to share.

FROM THE DIRECTOR

- Librarian, Judy Donlin, has arranged highly attended musical programs.
- Recent Stranger Danger program attracted 65 patrons.
- Michigan Library Association Conference was attended by twelve Library staff.
- Children's Supervisor, Maria Showich-Gallup, joined in the Downtown Farmington's Annual Trick or Treat day and joined with the Farmington Youth Assistance to distribute treats at the C.A.R.E.S. Trick or Treat event.
- Staff In-Service Day will be held on Monday, November 12, and will include a full day of training, staff recognition and breakout sessions which include consumer education sessions.
- Clinton Macomb Library visited and recognized that FCL uses the same monitors. They donated monitors they were no longer using.
- The CloudLink is a partnership between libraries to share e-materials. The FCL Cloud Library collection will now include over 120,000 titles available through participating libraries.

COMMITTEE REPORTS

Facilities Committee

Chair Brucki wanted clarification as to when the Library first knew that the electrical system and water system were in poor repair, and when the emergency lighting deficiencies were identified. K. Siegrist, Branch Head at the Farmington Branch, responded that she was first aware in April 2018 of the condition of the electrical and water system. Emergency lighting issues were identified when the Farmington Hills Fire Department inspected in August 2018.

Finance Committee

Chair Huyck reports that the Finance Committee is working on a mission statement and has reviewed previous audits. The Committee is satisfied with explanations to questions regarding internal controls.

B. Hahn added that the Committee had discussed investments and would like to involve Accounting Manager, G. Yunker, in the next meeting.

Outreach Committee

There was no new information to share.

Personnel Committee

Chair Montgomery reports that the Committee needs to determine the Director's evaluation process and the bonus process. There will be further discussion within the Committee before bringing a recommendation to the Board.

Chair Montgomery suggests scheduling an Executive Session for the December Board meeting. The Executive Session will be added to the Agenda.

Strategic Plan Committee

There was no new information to share.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

As a result of discussion by the Board members, the Staff/Outreach Committee is asked to coordinate postings in the Community Events columns of the Farmington Press and the Farmington Observer to notify the public of upcoming Board Meetings. The postings, "The Library Board will meet at 7:00 p.m. on Thursday ..." should begin before the December 2018 Board Meeting through the March 2019 Meeting. After that time, the Board will revisit the suggestion.

In response to questions about maintaining the cleanliness of the Community Lounge, E. Streit reports that staff walk through several times throughout the day to straighten the area.

In response to the question about guidelines for holding political events, E. Streit reports that in our Meeting Room guidelines, it states that only elected representatives may rent a room. Monitoring of the Library facilities keeps staff aware of proper behavior of patrons.

The Library Board will meet with the City of Farmington Hills City Council at 6:00 p.m. on Monday, December 10, 2018. E. Streit will send an overview of the presentation before the meeting.

ADJOURNMENT

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

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Board meeting was adjourned at 9:00 p.m. by President, J. White. The next meeting of the Library Board is scheduled for Thursday, December 13, 2018 at 7:00 pm. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

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

BRO:dls



Special/ City Council Meeting
6:00 p.m., Monday, December 17, 2018
Conference Room
23600 Liberty Street
Farmington, MI 48335

DRAFT

SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on December 17, 2018, 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

Director Demers – arrived at 6:36 pm
Superintendent Eudy
City Clerk Mullison
City Manager Murphy
City Attorney Saarela

2. APPROVAL OF AGENDA

Move to approve the agenda.

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

3. PUBLIC COMMENT

No public comment was heard.

4. BOARDS AND COMMISSIONS INTERVIEWS

a. Paul Bertin - Zoning Board of Appeals Reappointment Interview

Council asked questions of Mr. Bertin designed to highlight his experiences on the Zoning Board of Appeals, including issues that he felt the Council or Board could improve upon. He

cited fence ordinances and setbacks and gave an overview of several recent requests for appeals. Council thanked him for his service to Farmington.

b. Joe Mantey - Parking Advisory Committee Reappointment Interview

Mr. Mantey was asked about what he thought Council could do to help the Parking Advisory Committee. He stated that a major interest he has as a member of the committee is walkability throughout the downtown. One suggestion he had was free parking on Mondays rather than Sundays because so many businesses are closed on Mondays. When asked what “the parking problem” is in Farmington, he cited both walkability and privately owned spaces.

Move to reappoint Paul Bertin to the Farmington Zoning Board of Appeals for a term ending June 30, 2021.

RESULT: APPROVED [UNANIMOUS]

MOVER: Bowman, Mayor Pro Tem

SECONDER: LaRussa, Councilmember

Move to reappoint Joe Mantey to the Downtown Farmington Parking Committee for a term ending June 30, 2021.

RESULT: APPROVED [UNANIMOUS]

MOVER: Bowman, Mayor Pro Tem

SECONDER: Taylor, Councilmember

5. DISCUSSION ON CROSSWALK ORDINANCE

City Attorney Saarela summarized changes in language that had been made since the first reading. She reported that she, Demers, Murphy, and Schneemann had gotten together to craft more specific language to indicate intent and make enforcement easier. Taylor asked how the new language could be installed on a sign, and Director Demers referred to signage available that could be like those used in Ann Arbor. Schneemann suggested adding the words “or at any point within the crosswalk”. LaRussa suggested including signs in neighborhoods and not just downtown. Responding to a question by Taylor, Demers stated that moving the ordinance change into Traffic Ordinances made it so that this ordinance would be inclusive of all crosswalks, marked or unmarked. Eudy was questioned about which crosswalks were presently unmarked. Discussion continued about enforcement, signage, and implementation.

6. DISCUSSION ON CRYPT LOT COSTS

Superintendent Eudy examined cemeteries in other cities that have crypts and compared their rates to those we are considering. He explained his reasoning behind this suggested fee schedule addition.

7. DISCUSSION ON PRIVATE EVENT AT RILEY PARK ICE RINK

City Manager Murphy spoke about his research on other nearby ice rink rental fees and rates.

8. COUNCIL COMMENT

No Council comment was heard.

9. ADJOURNMENT

Move to adjourn the meeting.

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

The meeting adjourned at 6:53 p.m.

Steven Schneemann, Mayor

Mary J. Mullison, City Clerk

Approval Date:



Regular City Council Meeting
7:00 p.m., Monday, December 17, 2018
City Council Chambers
23600 Liberty Street
Farmington, MI 48335

DRAFT

REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on December 17, 2018, 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:01 PM by Mayor 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 Saarela
City Treasurer Weber

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

Doug Reynolds of the Emergency Preparedness Commission suggested having documents in a readily transportable form.

Michael Cowley of 33338 Grand River, representing John Cowley & Sons, read a letter against the Greater Farmington Area Chamber of Commerce plan to move the 2019 Founders Festival to Shiawassee Park.

Matt Evangelista of 34710 Whittaker Court expressed his displeasure with the Greater Farmington Area Chamber of Commerce plan to move the 2019 Founders Festival to Shiawassee Park.

Suzanne Clinton of 32060 Grand River indicated that she was not in favor of the Greater Farmington Area Chamber of Commerce plan to move the 2019 Founders Festival to Shiawassee Park.

Delores Shepherd of 22966 Mayfield spoke against the Greater Farmington Area Chamber of Commerce plan to move the 2019 Founders Festival to Shiawassee Park.

Sue Johnson Of 21886 Ontaga, Farmington Hills voiced disapproval of the Greater Farmington Area Chamber of Commerce plan to move the 2019 Founders Festival to Shiawassee Park.

4. APPROVAL OF ITEMS ON CONSENT AGENDA

- A. Farmington Monthly Payments Report
- B. Farmington Public Safety Monthly Report
- C. Accept City of Farmington Board and Commission Minutes
- D. Accept Farmington City Council Meeting Minutes
- E. Accept Board & Commission Resignation
- F. Resolution to Adopt the City of Farmington Emergency Support Plan

Move to approve the consent agenda as presented. **

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

5. APPROVAL OF REGULAR AGENDA

Move to approve the regular agenda as presented.

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

6. UNFINISHED BUSINESS

A. Second Reading – Cross Walk Ordinance

City Manager Murphy recapped the proposed change to the Traffic Ordinance to improve the safety of pedestrians. City Attorney Saarela read the updated Ordinance, including a modification that had been discussed in the earlier Special Meeting, for Council discussion and approval.

LaRussa thanked the administration for their work on getting this modification ready to approve and indicated his support of the change.

Schneemann commented that he is very much in favor of the strong language of this Ordinance and is looking forward to the City of Farmington being a leader in ordinances that encourage safe walkability within the community. He is also looking forward to the time when other communities can contact Farmington to find out what has transformed our downtown.

Move to approve second reading of Amendment to Chapter 31, "Traffic and Motor Vehicles," Article II, "Motor Vehicle and Uniform Traffic Codes," Division 2, "Uniform Traffic Code," of the City of Farmington Code of Ordinances to Add Section 31 55, "Pedestrians; Right-of-Way in Crosswalk". **

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

6. NEW BUSINESS

A. Consideration to accept Change Order No. 1 and Construction Estimate No. 1 for 2018 Farmington Roads Maintenance & Rehabilitation

Superintendent Eudy described reasons for the requested change.

Move to approve Change Order No. 1 and Construction Estimate No. 1 for the 2018 Farmington Roads Maintenance & Rehabilitation in the amount of \$6,081.75 for work completed before December 6, 2018.

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

B. Consideration to approve Change Order No. 7 and Construction Estimate No.4 (final), for the Farmington DPW wall repair and roof replacement project

Eudy summarized the now completed project to repair the structure of the DPW wall and roof.

Move to approve Change Order No. 7, and Construction Estimate No. 4 in the amount of \$18,180.00 and the release of \$10,295.00 of held retainage to R. Graham Construction, located at 30966 Grand River, Farmington MI 48336 for the Farmington DPW Wall Repair and Roof Replacement Project.

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

C. Consideration to accept Change Order No. 1 and Construction Estimate No. 1 (final) for the Lilac Street Water Main Improvement Project

Eudy stated that this change order actually reduces the contract total value of the Lilac Street Water Main Improvement Project.

Move to approve Change Order No.1 and Construction estimate No. 1 (final) for the Lilac Street Water Main Improvement Project in the amount of \$89,244.50 to Lawrence M. Clarke Inc. of Belleville MI.

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

D. Consideration to adopt Oakwood Cemetery crypt lot fees

Eudy explained the planned project to sell crypt lots and a proposed fee structure.

Move to adopt Oakwood Cemetery Crypt Lot Fees establishing the fee of \$5,000 for Farmington residents and \$9,000 for non-Farmington residents.

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

E. Consideration to ratify payment to Oakland County Water Resource Commissioner for the SCADA (Supervisory Control and Data Acquisition) equipment improvements

Eudy explained what SCADA improvements were and summarized the request for payment. LaRussa asked when previous SCADA equipment would have been outmoded and Eudy indicated that the equipment was 10 to 15 years old. He stated that the county puts a seven to eight year lifespan on its equipment.

Move to ratify payment to Oakland County Water Resource Commissioner for the SCADA (Supervisory Control and Data Acquisition) equipment improvements in the amount of \$39,022.76 at the Twin Valley and Chesley Lift Stations.

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

F. Consideration to approve Change Order No. 1 and Construction Estimate No. 1 for the Shiawassee Streambank Stabilization

Eudy recapped the project and advised that seasonal changes caused a postponement of the streambank stabilization. LaRussa expressed concern with delays interfering with summer happenings, and Eudy said that the contractor has a listing of all City events.

Move to approve Change Order No.1 and Construction Estimate No.1 and authorize payment in the amount of \$14,570.00 with Macomb Pipeline & Utilities. \$1,457.00 will be held as retainage.

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

G. Consideration to approve Change Order No.1 and Construction Estimate No.2 (final) for the 2018 Smithfield, Farmington, Grace Street Maintenance Project

Eudy summarized the history and the conclusion of construction on this project.

Move to Approve Change Order No. 1 and Construction Estimate No.2 (final) in the amount of \$122,728.65 for the 2018 Smithfield Farmington Grace Street Maintenance project to Goretski Construction Company located at 4850 South Hill Road, Milford MI 48381.

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

H. Consideration to allow private parties to be held at Riley Park Ice Rink

City Manager Murphy gave background information on existing rules and the effect that the proposed rental use might have on the use of the rink by the public. Bowman reinforced that the rules would not change for those using the rink in a rental capacity. Galvin indicated approval of this opportunity to use Riley Park more.

Move to amend the City’s Special Events Policy to allow private events at the Riley Park Ice Rink for a fee of \$125 an hour with a minimum usage of two hours. The rink can only be rented during off-peak times which are Monday through Wednesday and not during, or the night before the following school holidays: winter vacation, MLK Day, Presidents Day and mid-winter break.

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

8. DEPARTMENT COMMENT

Demers highlighted the swearing in of Public Safety Officer Donald Shane Taylor today, bringing the department to full strength. He noted that Farmington was recently rated the 13th safest city in the state by Safewise, using 2017 data. Bowman asked him his thoughts on moving Founders Festival to Shiawassee Park. Demers answered that the scope of Public Safety operations would condense, shifting from traffic control to crowd control. He did have a concern about lighting in the park for the Festival.

Eudy reminded residents to review the City website to read about snow plowing tips and to shovel out all hydrants and mailboxes. Bowman asked him about wet ground in Shiawassee Park for Founders Festival. He responded that snow dumping will be directed to other parks this year to help with that problem. He added that his staff hours would be lowered with the Founders Festival change of venue to Shiawassee Park.

Weber asked if Council had any questions for him and Bowman asked about the financial ramifications of moving the Founders Festival, specifically noting the cost of a cold patch project that had been done to accommodate the Festival in past years. Eudy was asked to answer and explained that by eliminating that project the city would save several thousand dollars.

Christiansen also offered to answer questions. LaRussa asked about ancillary opportunities for those wishing to have events at the same time as Founders Festival and Christiansen indicated that those questions are more the purview of the City Manager’s office.

Murphy wished Happy Holidays to all.

9. CITY COUNCIL COMMENTS

LaRussa spoke of the upcoming holidays and how it is a season of reflection. He listed City accomplishments over the past year and thanked City administration, councilmembers, and residents.

Galvin addressed the issue of moving the Founders Festival and spoke of opportunities for others to step up and expand the celebration. He encouraged future Festival planners to redefine and grow the event. He stated that the Economic and Community Development department has done a wonderful job redefining and updating the City's plans and suggested that the Economic and Community Development department should use their planning skills and take over planning the Founders Festival to reverse the present top down approach and move to a bottom up approach. He would like to give Founders Festival back to the people.

Taylor reminded the public that the Festival is not planned by the Council or the City, but rather the Greater Farmington Chamber of Commerce. She stated that the City Council approved the Special Events Application for use of Shiawasse Park for the 2019 Founders Festival as a routine matter and not as approval of the Greater Farmington Chamber of Commerce plans for the Festival. She suggested that the public go to the next Chamber of Commerce meeting and enact future changes. She also spoke of the crosswalk ordinance and how the ordinance had changed, describing how a pedestrian should indicate that they are ready to cross.

Schneemann thanked Council for a unanimous vote on the crosswalk ordinance and is excited to see how its implementation impacts the walkability and safety of the downtown. With regard to the Founders Festival, he stated that, though the Chamber runs the festival at present, it is really a community event. He enjoys the Founders Festival being downtown, but public complaints about the move and previous Festivals have raised a question in his mind about the future of the Founders Festival itself. Involvement with Farmington Hills Special Services and elected officials, our own community, the DDA, and the Chamber of Commerce all could play a big part in future plans. Schneemann noted that last year was the 50th anniversary of the Festival and he asked what the next 50 years of the Festival might look like.

10. CLOSED SESSION – COLLECTIVE BARGAINING NEGOTIATION

Move to enter closed session to discuss collective bargaining negotiation.

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

Council entered closed session at 8:16 p.m.

Move to exit closed session.

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	LaRussa, Councilmember
SECONDER:	Taylor, Mayor Pro Tem

Council exited closed session at 8:26 p.m.

11. ADJOURNMENT

Move to adjourn the meeting.

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

Meeting adjourned at 8:26 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.



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

DRAFT

REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on January 7, 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	Present	
Joe LaRussa	Councilmember	Present	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

Director Demers
City Clerk Mullison
City Manager Murphy
City Attorney Saarela
City Treasurer Weber

2. Approval of Agenda

Move to approve the regular meeting agenda.

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

3. Public Comment

Sarah Davies, 23120 Violet, spoke about upcoming events and goals for her group, Keep Farmington Beautiful.

Tom Bogos, 32276 Valley View Circle, voiced his worries about parking, noise, and littering during the Farmington Founders Festival.

Karen Butler, 32328 Valley View Circle, expressed concern about parking congestion and the state of the park and ball fields after Festival use.

Mary Martin, Executive Director of the Greater Farmington Area Chamber of Commerce, reminded Council that the Chamber is already redefining and reinventing the Festival and is fully responsible for the Festival. She asked that concerns about this year's Festival be directed to the Chamber of Commerce.

4. Planning Commission Reappointment Interviews

a. Miriam Kmetzo – Planning Commission Reappointment Interview

Council questioned Ms. Kmetzo about her history serving the City on both the Zoning Board and the Planning Commission. Ms. Kmetzo spoke about her interests in planning for Farmington's future. When asked about what Council could do to help the Planning Commission she requested that Council collect public comments and feedback about plans and issues so that those issues could be approached as a whole. She noted the construction by the old Kmart and the Samurai Steakhouse plans are things she is happy that the Planning Commission has helped come to fruition. Disappointments are approved projects not being realized and the focus on downtown Farmington. Kmetzo pointed to the diversity of the Planning Commission and the extensive preparation of the study packets that they get before meetings as strengths. She would like to have more opportunities to get together to discuss projects with other members of the Commission. A policy recommendation that Kmetzo would support would be to streamline City Master Plans and only have one. Council commended the Commission's work on recent projects. She commended Director Christiansen for his patience with the Commission and for all the help he provides them in their work.

b. Steven Majoros – Planning Commission Reappointment Interview

Mr. Majoros said that his position on the Planning Commission helps him understand how the City works and allows him to do something not related to his daily work that matters to his community. He stated that the City and Director Christiansen do a great job preparing the Commission for all the work they do. His only request for the Council was to give context to projects that might come before the Commission to distill all of the information. He stated that he is for action and development and hoped that residents, businesses, and those looking into coming into our community will consider Farmington progressive. Majoros cited both continuity within the Commission and maturity of the group as they assess all plans and projects before them as strengths of the Commission. He sees the Commission not having the opportunity to "huddle" to decide on plans as a weakness of the process. As far as policy, Majoros did not see barriers to developers and cited interest in our area. He believes that present zoning ordinance is performing relatively well. He commended Kevin Christiansen for well organized meetings and for informing and educating the Commission well.

Move to reappoint Miriam Kmetzo to the Farmington Planning Commission for a term ending June 30, 2021.

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

Move to reappoint Steven Majoros to the Farmington Planning Commission for a term ending June 30, 2021.

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

5. Discussion of professional services agreement with Plante Moran for Unified Communication services including replacement of the City's phone systems

City Manager Murphy presented a plan to replace the obsolete city-wide phone system to turn it into a unified communication system. He asked that the Council approve hiring a representative to purchase phone and other communications services for the City. He suggested that the City join with Farmington Hills on the existing Farmington Hills consulting services agreement.

Treasurer Weber explained the decision between simply replacing the basic phone system and upgrading to a unified communication system. An upgrade would allow staff to work remotely, would help the City departments to be well informed and efficient, and would help the City serve the public better. He stated that different segments of the proposal could be considered separately and that use of a service like Plante Moran would allow all facets of the project to be completed correctly.

LaRussa asked if Farmington could use the services that Farmington Hills has already contracted for, and Weber indicated that our City operation is different enough to warrant a consultant to find what works best for Farmington. LaRussa expressed concern about capital improvement plans being brought to Council without sufficient project planning.

Taylor asked the cost difference between the phone service only and the unified communication system and echoed LaRussa's concern about capital improvement spending.

Bowman stated that the needs of Farmington were different than the needs of Farmington Hills and questioned whether we really needed a unified system. She suggested that individual cell phone use could be a possible solution to the phone system problem.

Galvin asked about what would happen if the DPW phones went down and Weber replied that the current system was pretty much unsupported. Farmington's agreement with Farmington Hill's IT department specifically excludes the current phone service. Galvin suggested that we should have a needs assessment. Weber described the process with Plante Moran as necessary for that assessment. Murphy suggested that if Council wanted to only approve a

phone system we could do our own assessment. He stated that we at least need a phone system that works.

Discussion ensued about the best way to assess the City's needs and how a cost could be estimated. Schneemann talked about coming out of the process with more than we need. Galvin suggested that the City just needs to learn about how to buy a phone service. Schneemann requested that Murphy and Weber educate themselves about buying a phone system and recommend a decision.

6. Discussion on how Farmington Public Safety is enforcing the recreational marijuana law

Director Demers gave a presentation about Farmington Public Safety response to the recent enactment of the Recreational Marijuana law. Schneemann requested that Demers update Council in six to nine months with a fuller understanding of the details of the law.

7. Discussion on Founders Festival

City Manager Murphy outlined his plan for two meetings: one with merchants and one with organizations that are stakeholders in any large city-wide event. He is attempting to get ahead of the curve for future need. The Downtown Development Authority and Greater Farmington Area Chamber of Commerce should host a meeting for businesses, perhaps forming a business association to plan and implement participation in future Festivals.

Bowman cited Farmington residents' passion about the Festival, and supported the idea of engaging downtown businesses in decision making. She brought up the fact that many of the downtown businesses were not currently Chamber members. A lot of thought and conversation has gone into her opinion about the Festival. She suggested that Council wait to discuss future Festivals until the 2019 Festival has occurred.

LaRussa agreed that the current plan needs to proceed and be supported, but is in favor of activities being planned concurrent with the Founders Festival to bring Festival attendance to the downtown area. He suggested that the City should be an active participant in future planning.

Galvin repeated his comments from previous meetings and suggested that the DDA Board handle merchant involvement. He does not believe that City staff should be involved with planning events such as this. He again suggested that the Economic and Community Development Director should gauge the value of the Festival to businesses.

Taylor was supportive of the meeting suggested for owners to support their own business for the Festival. She is not in favor of the City getting involved in telling a non-profit how to run their event. She suggested that future change should be a grassroots endeavor, not a municipal one.

Schneemann spoke about history and community and asked when the last time the Festival was not held in the downtown or at least had a downtown presence. He stated that having the bulk of the festival not be in the downtown is too much of a change and upsetting to people. Schneemann suggested that the DDA Board represent their constituents and address problems themselves.

Discussion followed about who should spearhead the suggested meeting and when and how it should be held. Mary Martin, Executive Director of the Greater Farmington Area Chamber of Commerce, requested the opportunity to comment on the proposal on the table. She reminded Council that the Chamber Board would be the final deciders on how and if a meeting was held because it is a Chamber of Commerce event.

8. Other Business

Murphy requested a topographical survey for the upcoming 2020 Freedom Road project and introduced the idea that the budget would need to be amended soon to support this. He also informed Council about an opportunity for an FAC Grant that might be available for the 2025 project improving Shiawassee and Power Roads which must be applied for by January 18th.

9. Council Comment

Taylor announced that she had attended a Michigan Municipal League workshop about Recreational Marijuana on December 13th. She recently joined the advisory board for the upcoming Oakland County Bicentennial in 2020. She described some of the ideas and plans that are evolving to celebrate this event.

10. Adjournment

Move to adjourn the meeting.

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

The meeting adjourned at 9:24 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.

Farmington City Council Agenda Item	Council Meeting Date: January 22, 2019	Item Number 4C	
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Monthly Payments Report – December 2018			
<u>Proposed Motion</u> Approve Farmington Monthly Payments Report – December 2018			
<u>Background</u> See attachment			
<u>Materials Attached</u> AP Monthly Payments Report 123118			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

MONTH OF DECEMBER 2018

FUND #	FUND NAME	AMOUNT:
101	GENERAL FUND	\$ 259,086.72
202	MAJOR STREET FUND	\$ 127,397.42
203	LOCAL STREET FUND	\$ 35,805.72
592	WATER & SEWER FUND	\$ 390,791.91
595	FARMINGTON COMMUNITY THEATER FUND	\$ 18,917.49
640	DPW EQUIPMENT REVOLVING FUND	\$ 8,331.11
701	AGENCY FUND	\$ 28,491.47
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 57,893.43
	TOTAL CITY PAYMENTS ISSUED:	\$ 926,715.27
136	47TH DISTRICT COURT FUND	\$ 60,135.63
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 26,000.77
290	FRIENDS OF THE GOVERNOR WARNER MANSION	\$ 5,119.02
	TOTAL OTHER ENTITIES PAYMENTS ISSUED:	\$ 91,255.42
	TOTAL PAYMENTS ISSUED	\$ 1,017,970.69

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

CITY OF FARMINGTON - ACH PAYMENTS REPORT

MONTH OF DECEMBER 2018

TRANSFER FROM:	TRANSFER TO:	DESCRIPTION:	AMOUNT:
Agency Tax	Farmington Public Schools	Tax Payment #11	18,438.84
Agency Tax	Oakland County	Tax Payment #11	29,303.69
Agency Tax	Farmington Comm. Library	Tax Payment #11	1,668.43
Agency Tax	Farmington Public Schools	Tax Payment #12	449,585.13
Agency Tax	Oakland County	Tax Payment #12	108,451.28
Agency Tax	Farmington Comm. Library	Tax Payment #12	32,740.68
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	219,315.43
General Fund	Federal Gov't	W/H & FICA Payroll	75,635.77
General Fund	MERS	November Transfer	83,195.03
General Fund	MERS HCSP	November Transfer	4,280.00
Agency	Total Administrative Services Corp.	Flexible Spending Accounts	3,579.51
	TOTAL CITY ACH TRANSFERS		1,026,193.79
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	87,873.92
Court Fund	Federal Gov't	W/H & FICA Payroll	28,135.37
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	3,135.92
Court Fund	ICMA	Health Savings/401 Accounts	1,390.20
	TOTAL OTHER ENTITIES ACH TRANSFERS		120,535.41



FARMINGTON PUBLIC SAFETY DEPARTMENT

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

Frank J. Demers, Public Safety Director



MONTHLY PUBLIC SAFETY REPORT – DECEMBER 2018

December 3, 2018 through December 9, 2018

CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
224	115	19	2	6

ARREST TYPE & QUANTITY

OWI	QUID	DWLS	WARRANT	FELONY
4	1	6	9	1

SUMMARY OF NOTABLE INCIDENTS

Obstruct Police

On December 6, 2018 at approximately 11:46 pm an officer observed a vehicle in the area of Orchard Lake and Shiawassee driving on a flat (rear) tire. The officer attempted to conduct a traffic stop of the vehicle at which point the vehicle pulled over and the driver fled on foot into the neighborhood. The suspect was described to be a black male, 5'6", late teens or early twenties, last seen wearing a dark puffy coat and blue jeans. The area was checked, but the suspect was not found. The vehicle was impounded and a hold placed on the vehicle pending the identification of the subject that fled.

Assist Farmington Hills Police – OWI – Crash

On December 8, 2018 at approximately 8:28 pm Farmington Hills Dispatch broadcast a radio be-on-the-lookout (BOL) for a possible drunk driver on east M5 exiting at Farmington Road/Nine Mile. A Farmington officer located the suspect vehicle in the parking lot of the gas station at Farmington and Nine Mile. The officer observed the vehicle drive into the side of the building at which point the officer positioned their patrol vehicle so that the suspect could not move causing any further damage. It was apparent that the driver was highly intoxicated and was detained until Farmington Hills Police responded and completed the investigation. Further investigation revealed that the driver was high on Zolofit and alcohol. The driver was responsible for damaging two other vehicle and the building.

December 10, 2018 through December 16, 2018

CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
278	168	7	4	4

ARREST TYPE & QUANTITY

OWI	OUID	DWLS	WARRANT	FELONY
2	0	10	17	4

SUMMARY OF NOTABLE INCIDENTS

Credit Card Fraud

On December 10, 2018 at approximately 7:52 pm a Farmington resident reported that on December 8th they drove off with their Vera Bradley wallet on top of their vehicle, later realizing the mistake and unable to locate the wallet which contained cash, credit/debit cards, driver's license and other documents. On December 10th unauthorized charges began to appear on the resident's debit card account. The charges appear to be point of sale purchases and local retail store. Therefore, the case will be turned over to a Detective for follow up.

Found Property

On December 11, 2018 at approximately 7:00 pm an Uber driver turned in a purse that was left by a customer. Attempts to reach the owner of the purse by the Uber driver and police were unsuccessful. Therefore, the purse was entered into property for safe keeping.

Traffic Complaint

On December 13, 2018 at approximately 9:40 pm officers were advised via radio broadcast of an ongoing traffic altercation between two motorists. One of the drivers involved met with an officer in the parking lot of the Farmington Public Safety Department, while the other was located by an officer in the area of Farmington and Freedom Roads. The drivers were interviewed and officers determined that no crimes had been committed and the incident was resolved with the assistance of the police.

Littering on Public Property

On December 13, 2018 at approximately 11:57 pm an officer observed the driver of a vehicle litter on the roadway at the intersection of south Farmington Road and Freedom. The driver stated that they didn't know throwing cigarette butts onto the roadway was wrong or considered litter. The driver was issued a citation and released.

Concealed Weapons Violation (Brass Knuckles)

On December 14, 2018 at approximately 4:02 pm an officer observed a vehicle in the area of east M5 near Farmington Road and learned that the vehicle returned with an expired license plate, no insurance verification and the registered owner's license was suspended. The officer stopped the vehicle and spoke with the driver, who could not provide a license and was later found to be the registered owner of the vehicle. The 21 year old male driver was arrested and during the inventory search of the vehicle brass knuckles were found on the front passenger seat. The case was turned over to a Detective for review and submission to the Oakland County Prosecutors Office.

Concealed Weapons Violation (Gun)

A December 14, 2018 at approximately 9:06 pm an officer observed a vehicle traveling in the area of Grand River Ave. and Gill driving slowly, drifting in/out of its lane, made quick corrections and was without a driver's side mirror. The officer stopped the vehicle on Grand River Ave. west of Drake to investigate. As a result of the traffic stop the officer learned that the driver had a suspended license and active warrants for their arrest. While further speaking with the driver, the officer learned that the driver in possession of a pistol, but was not a CPL holder. The 43 year old male driver was arrested and as a result learned that the 37 year old female passenger had active warrants for her arrest. The subject were transported to jail where the female passenger was held for Macomb County. A Detective reviewed and presented the case to the Oakland County Prosecutors Office who authorized charges for Carrying a Concealed Weapon (CCW), felon in possession of a firearm, carrying a weapon in commission of a felony, and DWLS.

December 17, 2018 through December 23, 2018

CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
239	122	19	3	8

ARREST TYPE & QUANTITY

OWI	QUID	DWLS	WARRANT	FELONY
1	0	3	7	2

SUMMARY OF NOTABLE INCIDENTS

Suspicious Circumstance

On December 17, 2018 at approximately 9:31 pm an officer responded to a Farmington business for a report of a threat received via email. The officer learned that the business received a threatening email that stated that an explosive had been placed within the business by a mercenary and that the explosive would not explode if a payment of 20,000 in Bitcon is paid. The business owner was already aware of that similar threats made national news and that they simply wanted the incident documented.

Trespassing

On December 19, 2018 at officers responded to three separate Farmington business for reports of a disorderly female. Officers located and arrested the 60 year old female for trespassing in the area of Farmington and Nine Mile Roads. The subject has been issued no trespass orders at six Farmington businesses with the past twelve months.

Suspicious Person

On December 21, 2018 at approximately 7:35 pm officers responded to a complaint in the area of Violet and Shiawassee for a w/m, 6', blond hair, wearing a green camouflaged jacket and headlamp. The reporting party (RP) stated that the subject claimed he was with Consumers Energy and asked to see the RP's bill. The RP noted that the subject was wearing a "Direct Energy" jacket, and recalled that

Direct Energy had been to the house previously. The area was checked but officers were unable to locate the subject.

Trespassing

On December 21, 2018 at approximately 10:13 pm officers responded to a Farmington business for a report of a disorderly patron. Upon arrival officers learned that the business manager wanted the 28 year old male patron given a no trespass order. Officers noted an odor of intoxicants coming from the subject and advised him that if he returned, he would be arrested. He was provided a business card, police report number and told the officers he would use an Uber to get home.

MDOP / Accidental Damage

On December 22, 2018 at approximately 12:09 am an officer responded to a residence on Lilac and learned that sometime between 9:00 pm and midnight an unknown subject threw a green baseball through the rear window of a green Buick Allure that was parked. Due to the time of night, an officer will be assigned to make follow up with neighbors at a more suitable time, in an effort to determine if the incident was accidental or malicious in nature.

December 24, 2018 through December 31, 2018

CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
249	115	24	2	7

ARREST TYPE & QUANTITY

OWI	OUID	DWLS	WARRANT	FELONY
1	1	4	3	4

SUMMARY OF NOTABLE INCIDENTS

Open Liquor – Motor Vehicle

On December 27, 2018 at approximately 12:51 am an officer responded to a noise complaint on Hawthorne Street, the caller noting loud music coming from a residence. Officers located an occupied Ford Explorer with loud music and heavy bass in a driveway. As a result, officers found the 49 year old male occupant of the vehicle appeared to be intoxicated and was in possession of an open 40 oz. bottle of beer. The occupant was issued a citation, advised about the noise and told to go inside their residence, which they did.

Commercial Fire

On December 27, 2018 at approximately 09:32 am officers responded to a commercial structure fire at Kentucky Fried Chicken (KFC) on Farmington Road near Eight Mile Road. Upon arrival flames were visible through the roof. Adjacent businesses were evacuated. Fire crews made entry into through the front door and fire extinguished, containing the fire to the one occupancy. The origin and cause of the fire remain open and under investigation.

Indecent Exposure

On December 27, 2018 at approximately 11:10 am an officer responded to a report of an indecent exposure that occurred in the area of Shiawassee and Power Roads. The female victim reported that while jogging north on the sidewalk along Power from Shiawassee when she encountered a man walking south on the same sidewalk. The unknown subject was walking with his penis exposed. The subject did not make eye contact or speak with the victim. The victim worked with investigators who developed a composite of the suspect described as a b/m, 25-35, medium build, 6'0 and over, brown eyes, 200 to 225 lbs. A press release of the composite was distributed and investigators have been assigned to follow up on leads.

Possession of Drugs

On December 28, 2018 at approximately 7:19 pm officers responded to the parking lot of a Farmington business for a report of a couple arguing inside a vehicle, the caller also indicated that the suspects may have been using drugs. As a result of the investigation, the 39 year old male was arrested for possession of drugs and drug/narcotic equipment/paraphernalia.

Possession of Drug/Narcotic Equipment/Paraphernalia

On December 29, 2018 at approximately 02:45 am an officer stopped a vehicle on eastbound M5 near Farmington for a defective passenger side headlight. As a result of the traffic stop the 29 year old passenger of the vehicle was arrested for active warrants and was found to be in possession of drug/narcotic equipment/paraphernalia – specifically “crack” pipes and both used and unused syringes. The subject was issued a citation for the contraband and transported to the Motel 6 where she advised she had been staying the past few months.

Accidental Firearm Discharge

On December 31, 2018 at approximately 1:39 pm officers responded to a residence on Brookdale Street for a report of an unintentional, self-inflicted gunshot wound. Officers found the 39 year old male victim that was bleeding from a leg wound. Officers applied a tourniquet to the victim who stated that he shot himself while cleaning his gun. Officers and paramedics provided lifesaving care to the victim who was transported to an area hospital. Officer processed the scene and interviewed the other residents within the home – collecting a pistol belonging to the victim. The victim is in critical, but stable condition at the hospital.

Larceny in a Building

On December 31, 2018 an officer responded to a Farmington Condominium for a report of the theft of a gold plated 12 serving silverware set that occurred sometime between November 30th and December 31st. The victim stated that her condominium is for sale and there have been 3-4 showings and a repairs made after which she discovered the missing item. The case has been turned over to a Detective for further investigation and follow up.

Additional Information

During the month of December, all sworn personnel participated in reality-based scenario training. This training was designed to aid officers with decision-making and de-escalation skills.

ABBREVIATED SUMMARY OF OFFENSES

Crime Part	December 2018 Totals	December 2017 Totals	% Change	Year To Date 2018	Year to Date 2017	% Change
Part A	14	16	-12.5%	263	296	-11%
Part B	31	26	19.23%	237	318	-25.4%
Part C	950	9874	8.7%	12121	11286	-0.6%
Assault	3	2	50%	37	45	-17.7%
Burglary	0	2	-100%	2	11	-81.8%
Larceny	2	1	50%	29	42	-30%
Larceny LFA	0	1	-100%	16	19	-15%
Narcotics	2	9	-77%	123	98	25.5%
OWI	11	11	0	75	89	-15.7%
Traffic Crashes	46	25	-45.6%	282	311	-9.3%
Fire Calls	11	11	0	*377	232	*62.5%
Medical Calls	83	73	13.6%	953	912	4.5%
Traffic Stops	576	455	26.6%	6651	5962	11.5%
Calls for Service	1057	972	8.7%	12620	12672	-0.41%

*Includes fire inspections

Department record for the lowest number of Part A crimes and burglaries

**Farmington City Council
Staff Report**

Council Meeting Date:
January 22, 2019

**Reference
Number
6A**

Submitted by: Melissa Andrade

Description Consideration to Approve Haitian Art and Craft Festival

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

Background

The Haitian Network Group of Detroit has been hosting this event in Riley Park every other year since 2015. It continues to be led by the group president, Margareth Corkery.

The event does not begin until 6 p.m. on Saturday, July 27, giving the Farmers Market ample time to break down. Event hours are Saturday, July 27: 6-11 p.m., and Sunday, July 28: 10 a.m. – 11 p.m.

1. Security – The event organizers will pay for security. This has as much to do with protecting the artwork afterhours as it does crowd control.
2. Attendance – It is anticipated that there will be no more than 100 to 150 attendees at any one time.
3. Alcohol – There will be no alcohol served; with no alcohol being served means that it is not necessary to establish an event perimeter.
4. There will be no admission charges.
5. The organizations is planning on three tents: 20X50, 20X40, 10X10 on the grounds of Riley Park and two additional 10X10 tents in the area south of Sundquist Pavilion. The vendor has experience in Farmington and understands they will not drive stakes into the ground to anchor the tents.
6. Portable toilets will also be obtained for the event.

Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager



CITY USE ONLY	
Approval Needed:	
<input type="checkbox"/>	City Manager
<input type="checkbox"/>	City Council
<hr/>	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Denied

City of Farmington Special Event Application

This application is for all events in Riley Park and any other city event that will bring in more than 100 people. Complete this application in accordance with the city of Farmington's Special Events Policy and return it to the City Manager's Office at least 60 days prior to the starting date of the event.

Sponsoring Organization's Name HAITIAN NETWORK GROUP OF DETROIT
 Organization Phone: 248-231-5767
 Organization Address 60 EAST MILWAUKEE P.O. BOX 2106 DETROIT, MI 48202
 Organization's Agent: MARGARETH CORKERY Phone: 248-231-5767
 Agent's Title: PRESIDENT E-mail: niquiezsus@yahoo.com
 Agent's Address: 21809 Heatheridge Lane NORTHVILLE, MI 48167
 Event Name: BEL BAGAY LAKAY - HAITIAN ARTS & CRAFT FESTIVAL
 Event Purpose: ART AND CRAFT FESTIVAL
 Event Dates: 7/27/19, 7/28/19
 Event Times: 7/27/19 6PM - 11PM, 7/28/19 10AM - 11PM
 Event Location: RILEY PARK & SUNDQUIST PAVILION
 Number of People Expected: 100 at any ONE TIME

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

- City Operated Event
- Co-sponsored Event
- Private Event
Prohibited in Riley Park
- Non-Profit Event
- For-Profit Event

2. **An Event Map [is] [is not] attached.** If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lost that you are requesting to be blocked off.

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

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

If food truck, please the complete food truck registration, which you can obtain from the City Manager's office.

If yes, refer to Policy Section IV.2.M for license and insurance requirements.

If yes, please list all of the vendors by vendor name:

VENDORS HAVE NOT BEEN IDENTIFIED.
THEIR NAMES WILL BE DETERMINED
AT A LATER DATE

4. **For events in Riley Park: Invitation to Civic Organizations and Merchants in the Event Vicinity.** Non-profit organizations and local merchants in the vicinity of Riley Park – the Central Business District -- should be given the opportunity to participate in the special event to the greatest extent practical; e.g., a local Deli might come out and sell bratwurst. You must demonstrate that reasonable efforts have been made with regard to such inclusion and participation. The City Manager's office shall be responsible for determining whether this requirement has been met.

() I have invited local businesses to participate.

Those invited include: DOWNTOWN BUSINESSES WILL BE
SENT AN INVITATION 3 MONTHS
PRIOR TO THE EVENT

5. **Exempt Parking:** Are you requesting exempt Parking? (See Policy Section 5)
(YES) (NO)

If yes, list the lots or locations where exempt parking is requested:

6. **Other Requests:**

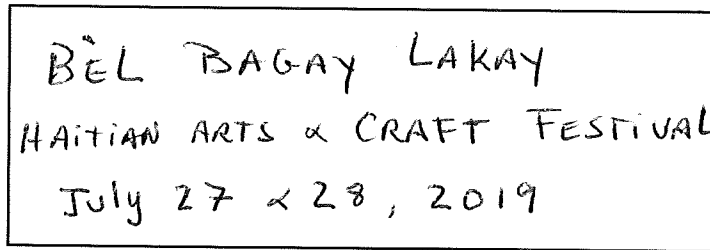
Event Signs: Will this event include the use of signs (YES) (NO)
If yes, refer to Policy Section 8 for requirements and describe the size and location of your proposed signs: Please complete sign illustrations below.

Signs or banners approved by the city of Farmington for special events shall be designed and made in an artistic and workman-like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Total square footage of the banner cannot exceed 32 square feet.

Banner Length

Width



BEL BAGAY LAKAY
HAITIAN ARTS & CRAFT FESTIVAL
JULY 27 & 28, 2019

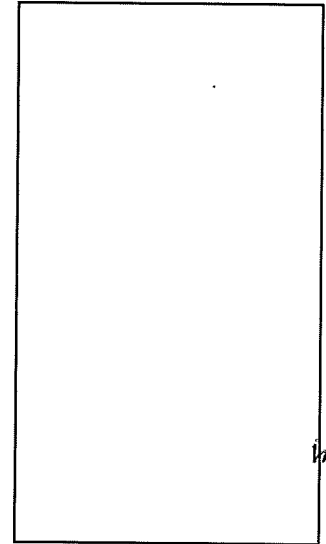
Write copy of banner in the box.

Total Square Footage of the sign cannot exceed eight square feet

Height

Write copy of sign in the box.


Width



7. CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
- a. For public events, a certificate of insurance must be provided which names the city of Farmington as an additional named insured party on the policy. (see Event Policy Sec. IV.2.K for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms. (refer to Policy Section IV.2.M)
 - c. If the event includes solicitation by workers standing in street intersections, the required safety precautions will be maintained at all times in accordance with the Department of Public Safety. (see Policy Section IV.2.L)
 - d. All food vendors must be approved by the Oakland County Health Department, and each food and/or other vendor must provide the city with a certificate of insurance which names the city of Farmington as an additional named insured party on the policy. (see Policy Section IV.2.N)
 - e. The approval of this special event may include additional requirements and/or limitations based on the city's review of this application, in accordance with the city's special event policy. The event will be operated in conformance with the written confirmation of approval. (see Policy Section IV.2.R)
 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the city and will promptly pay any billing for city services which may be rendered, pursuant to Policy Sections IV.2 e and f.

As the duly authorized agent of the sponsoring organization, thereby apply for approval of this special event, affirm the above understandings, and agree that my sponsoring organization will comply with the city's Special Event Policy, the terms of the Written Confirmation of Approval and all other city requirements, ordinances and other laws which apply to this special event.

8/15/19
Date


Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least sixty (60) days prior to the first day of the event to:

City Manager's Office
23600 Liberty Street
Farmington, MI 48336

Phone: 248-474-5500, ext. 2221

Farmington City Council Staff Report	Council Meeting Date: January 22, 2019	Item Number 6A
Submitted by: Melissa Andrade		
<u>Agenda Topic:</u> Special Event Permit: Bodhi Yoga		
<u>Proposed Motion:</u> Move to approve Bodhi Yoga's Upward Dog Days of Summer event in Riley Park for Tuesday, June 11 from 6-7 p.m. in Riley Park.		
<u>Background:</u> Alana Abdal, owner of Bodhi Yoga is proposing this event to provide the community with an introduction to yoga.		
<u>Materials:</u> Event application		



CITY USE ONLY	
Approval Needed:	
<input type="checkbox"/> City Manager	
<input type="checkbox"/> City Council	
<input type="checkbox"/> Approved	
<input type="checkbox"/> Denied	

City of Farmington Special Event Application

This application is for all events in Riley Park and any other city event that will bring in more than 100 people. Complete this application in accordance with the city of Farmington's Special Events Policy and return it to the City Manager's Office at least 60 days prior to the starting date of the event.

Sponsoring Organization's Name Bodhi Yoga

Organization Phone: 248.957.9005

Organization Address 33047 Grand River Ave., Farmington, MI 48336

Organization's Agent: Alana Abdal Phone: 734.660.0458

Agent's Title: Owner E-mail: bodhiyogafarmington@gmail.com

Agent's Address: 33047 Grand River Ave., Farmington, MI 48336

Event Name: Upward Dog Days of Summer

Event Purpose: To provide local communities with a basic, slow flowing introduction to yoga.

Event Dates: One of three options: June 11th, June 18th, or June 25th, 2019

Event Times: Any of the dates listed above at 6:00pm-7:00pm, 60 minute duration

Event Location: Riley Park

Number of People Expected: 10-50

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

- City Operated Event Co-sponsored Event Private Event
Prohibited in Riley Park
- Non-Profit Event For-Profit Event

2. **An Event Map [is] [is not] attached.** If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lot that you are requesting to be blocked off.

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

Event Signs: Will this event include the use of signs (YES) (NO)

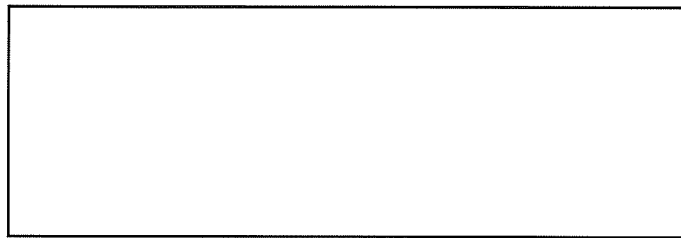
If yes, refer to Policy Section 8 for requirements and describe the size and location of your proposed signs: Please complete sign illustrations below.

Signs or banners approved by the city of Farmington for special events shall be designed and made in an artistic and workman-like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Total square footage of the banner cannot exceed 32 square feet.

Banner Length

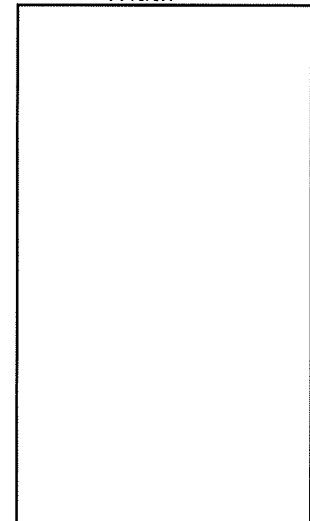
Width



Write copy of banner in the box.

Total Square Footage of the sign cannot exceed eight square feet

Width



Height

Write copy of sign in the box.

7. CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
- a. For public events, a certificate of insurance must be provided which names the city of Farmington as an additional named insured party on the policy. (see Event Policy Sec. IV.2.K for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms. (refer to Policy Section IV.2.M)
 - c. If the event includes solicitation by workers standing in street intersections, the required safety precautions will be maintained at all times in accordance with the Department of Public Safety. (see Policy Section IV.2.L)
 - d. All food vendors must be approved by the Oakland County Health Department, and each food and/or other vendor must provide the city with a certificate of insurance which names the city of Farmington as an additional named insured party on the policy. (see Policy Section IV.2.N)
 - e. The approval of this special event may include additional requirements and/or limitations based on the city's review of this application, in accordance with the city's special event policy. The event will be operated in conformance with the written confirmation of approval. (see Policy Section IV.2.R)
 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the city and will promptly pay any billing for city services which may be rendered, pursuant to Policy Sections IV.2 e and f.

As the duly authorized agent of the sponsoring organization, thereby apply for approval of this special event, affirm the above understandings, and agree that my sponsoring organization will comply with the city's Special Event Policy, the terms of the Written Confirmation of Approval and all other city requirements, ordinances and other laws which apply to this special event.

11/09/18

Date



Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least sixty (60) days prior to the first day of the event to:

City Manager's Office
23600 Liberty Street
Farmington, MI 48336

Phone: 248-474-5500, ext. 2221

Farmington City Council Staff Report	Council Meeting Date: January 22, 2019	Reference Number 6A
Submitted by: Melissa Andrade		
Description Special Event Request – Pavilion Story Time & Family Fun in Riley Park, Library		
Requested Action Move to approve Farmington Community Library Special Event Application for: <ul style="list-style-type: none"> • Pavilion Story Time: on June 20, 27; and July 11, 18, 25 from 11 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 p.m. and the actual concert from 7 until 8 p.m. 		
Background <p>The City received two special event requests from Maria Showich-Gallup, Librarian with the Farmington Community Library. The request is to host:</p> <ul style="list-style-type: none"> • Pavilion Story Time: an outdoor story time for families in Riley Park on Thursdays, June 20, 27; and July 11, 18, 25 from 11 a.m. until noon. • Family Fun in Riley Park: outdoor family friendly concerts in Riley Park on Wednesdays, June 20, July 10, 24, August 7 and 21, 2019 with set-up time starting at 6 p.m. and the actual concert from 7 until 8 p.m. <p>Both are popular annual events that have been a part of the community for about 12 years.</p>		

Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager



CITY USE ONLY	
Approval Needed:	
<input type="checkbox"/> City Manager	
<input type="checkbox"/> City Council	
<input type="checkbox"/> Approved	
<input type="checkbox"/> Denied	

City of Farmington Special Event Application

This application is for all events in Riley Park and any other city event that will bring in more than 100 people. Complete this application in accordance with the city of Farmington's Special Events Policy and return it to the City Manager's Office at least 60 days prior to the starting date of the event.

Sponsoring Organization's Name Farmington Community Library

Organization Phone: 248-553-0300 x220

Organization Address 23500 Liberty St.

Organization's Agent: maria Showich-gallop Phone: 248-553-0300 x220

Agent's Title: Librarian E-mail: ms.gallop@farmlib.org

Agent's Address: 23500 Liberty St.

Event Name: Pavilion Storytime

Event Purpose: outdoor storytime

Event Dates: June, 20, 27, July 11, 25 & 18th if we can Founders Festival

Event Times: 11-12

Event Location: Pavilion

Number of People Expected: 100ish

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

- City Operated Event
 Co-sponsored Event
 Private Event
Prohibited in Riley Park
- Non-Profit Event
 For-Profit Event

2. **An Event Map [is] [is not] attached.** If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lost that you are requesting to be blocked off.

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

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

If food truck, please the complete food truck registration, which you can obtain from the City Manager's office.

If yes, refer to Policy Section IV.2.M for license and insurance requirements.

If yes, please list all of the vendors by vendor name:

4. **For events in Riley Park: Invitation to Civic Organizations and Merchants in the Event Vicinity.** Non-profit organizations and local merchants in the vicinity of Riley Park – the Central Business District -- should be given the opportunity to participate in the special event to the greatest extent practical; e.g., a local Deli might come out and sell bratwurst. You must demonstrate that reasonable efforts have been made with regard to such inclusion and participation. The City Manager's office shall be responsible for determining whether this requirement has been met.

() I have invited local businesses to participate.

Those invited include: _____

5. **Exempt Parking:** Are you requesting exempt Parking? (See Policy Section 5)
(YES) (NO)

If yes, list the lots or locations where exempt parking is requested:

6. **Other Requests:**

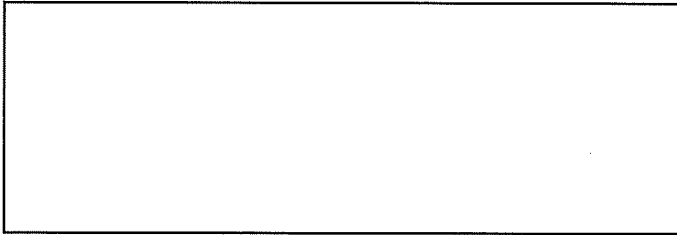
Event Signs: Will this event include the use of signs (YES) (NO)
 If yes, refer to Policy Section 8 for requirements and describe the size and location of your proposed signs: Please complete sign illustrations below.

Signs or banners approved by the city of Farmington for special events shall be designed and made in an artistic and workman-like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Total square footage of the banner cannot exceed 32 square feet.

Banner Length

Width

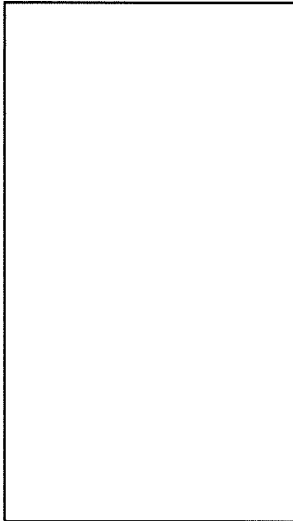


Write copy of banner in the box.

Total Square Footage of the sign cannot exceed eight square feet

Width

Height



Write copy of sign in the box.

7. CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
- a. For public events, a certificate of insurance must be provided which names the city of Farmington as an additional named insured party on the policy. (see Event Policy Sec. IV.2.K for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms. (refer to Policy Section IV.2.M)
 - c. If the event includes solicitation by workers standing in street intersections, the required safety precautions will be maintained at all times in accordance with the Department of Public Safety. (see Policy Section IV.2.L)
 - d. All food vendors must be approved by the Oakland County Health Department, and each food and/or other vendor must provide the city with a certificate of insurance which names the city of Farmington as an additional named insured party on the policy. (see Policy Section IV.2.N)
 - e. The approval of this special event may include additional requirements and/or limitations based on the city's review of this application, in accordance with the city's special event policy. The event will be operated in conformance with the written confirmation of approval. (see Policy Section IV.2.R)
 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the city and will promptly pay any billing for city services which may be rendered, pursuant to Policy Sections IV.2 e and f.

As the duly authorized agent of the sponsoring organization, thereby apply for approval of this special event, affirm the above understandings, and agree that my sponsoring organization will comply with the city's Special Event Policy, the terms of the Written Confirmation of Approval and all other city requirements, ordinances and other laws which apply to this special event.

Sept. 10, 2018
Date

Maia Stewart Guly
Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least sixty (60) days prior to the first day of the event to:

City Manager's Office
23600 Liberty Street
Farmington, MI 48336

Phone: 248-474-5500, ext. 2221



CITY USE ONLY	
Approval Needed:	
<input type="checkbox"/>	City Manager
<input type="checkbox"/>	City Council
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Denied

City of Farmington Special Event Application

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Sponsoring Organization's Name Farmington Community Library
 Organization Phone: 248-553-0300 x220
 Organization Address 23500 Liberty St.
 Organization's Agent: Maria Shovich-Gallup Phone: 248-553-0300 x220
 Agent's Title: Librarian E-mail: ms.gallup@farmilib.org
 Agent's Address: 23500 Liberty St.
 Event Name: Family Fun in Riley Park
 Event Purpose: Family Entertainment
 Event Dates: June 19, July 10, 24, Aug. 7, & 21, 2019
 Event Times: 7-8
 Event Location: Pavilion - Riley Park
 Number of People Expected: 200 +

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

- City Operated Event
 Co-sponsored Event
 Private Event
Prohibited in Riley Park
 Non-Profit Event
 For-Profit Event

2. **An Event Map [is] [is not] attached.** If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lot that you are requesting to be blocked off.

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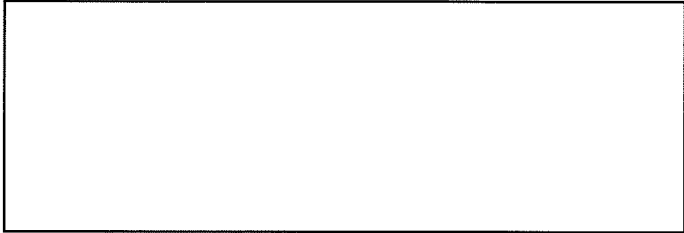
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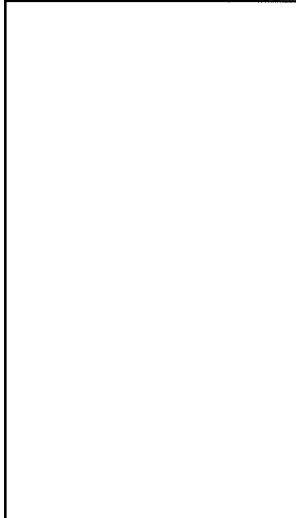


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 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the city and will promptly pay any billing for city services which may be rendered, pursuant to Policy Sections IV.2 e and f.

As the duly authorized agent of the sponsoring organization, thereby apply for approval of this special event, affirm the above understandings, and agree that my sponsoring organization will comply with the city's Special Event Policy, the terms of the Written Confirmation of Approval and all other city requirements, ordinances and other laws which apply to this special event.

Sept 12, 2018
Date

Maria Stowick Gully
Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least sixty (60) days prior to the first day of the event to:

City Manager's Office
23600 Liberty Street
Farmington, MI 48336

Phone: 248-474-5500, ext. 2221

Farmington City Council Staff Report	Council Meeting Date: January 22, 2019	Item Number 6B
Submitted by: David Murphy		
<u>Agenda Topic:</u> Proclamation declaring February 7 as National Optimist Day		
<u>Proposed Motion:</u> Move to declare February 7, 2019 as National Optimist Day		
<u>Background:</u> On behalf of the Farmington/Farmington Hills Optimist Club, Diane Bauman asked that the two City Councils pass a Proclamation declaring February 7, 2019 as National Optimist Day in our two cities. Tom and Cathy Neal of the Optimist will be there to read the proclamation.		
<u>Materials:</u> Proclamation		

PROCLAMATION

CITY OF _____ / OFFICE OF THE MAYOR

OPTIMIST DAY

The First Thursday of every February

WHEREAS, Volunteers working with young people who are our joy of today and are our hope for tomorrow, are exuberant representatives of the potential to be reached and dreams to come true. They are also unbounded in their enthusiasm to use their own talent, skills, and hard work to make a difference in others' lives, and;

WHEREAS, Members of Optimist International will celebrate OPTIMIST DAY throughout the world the first Thursday of every February to promote their efforts in helping and recognizing the young people that make a difference in their communities and who will encourage a greater exchange of ideas between young people and adults, and;

WHEREAS, There are 2400 Optimist Clubs, with more than 70,000 Members, in Optimist International and Optimist members throughout the world that carry out more than 6500 service projects that serve six million young people a year;

THEREFORE, BE IT RESOLVED, that I, _____, Mayor of the City of _____, issue this Proclamation declaring the first Thursday of every February as Optimist Day in the City of _____. May this day instill pride in our city's Optimists for all of their accomplishments and for the impact they have to truly make a difference in others' lives.

Signed

Farmington City Council Staff Report	Council Meeting Date: January 22, 2019	Item Number 7A
Submitted by: Frank J. Demers, Director of Public Safety		
Agenda Topic: Approval of 2019 Byrne Justice Assistance Grant (JAG) Contract		
Proposed Motion: Motion 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.		
Background: <p>In 2012, the public safety department received a Byrne Justice Assistance Grant (JAG) in the amount of \$25,000 to implement Phase I of the department’s public surveillance camera project. With these funds, the department installed one (1) Pan/Tilt/Zoom camera to monitor the Riley Park and the Sundquist Pavilion. The video from this camera is transmitted wirelessly to a monitor in the Communication Office. Four (4) additional fixed-mounted cameras were installed inside the pavilion. The video obtained from these cameras is downloaded to a DVR located in a closet in the pavilion. One (1) fixed-mounted camera was installed in Shiawassee Park to monitor the play scape.</p> <p>In September, 2018, the department again applied for a Byrne Justice Assistance Grant (JAG) to fund Phase II of the department’s public surveillance camera program. Phase II calls for the installation of several additional surveillance cameras with 360 degree field of view and high definition capabilities. These cameras will be installed in selected areas throughout the downtown area including the North Lot, the South Lot, the Grove St Lot, Orchard St and the Page’s Lot and at the intersection of Grand River Avenue at Farmington Road.</p> <p>In addition, Phase II will include system upgrades allowing the video from all cameras, including the existing cameras, to be transmitted wirelessly to the Communications Office in the public safety building. Personnel will be able to monitor video feeds from these cameras from four (4) monitors.</p> <p>On January 3, 2019, that the Michigan State Police Grants and Community Service Division announced that they selected the Farmington Public Safety’s Phase II Surveillance Camera project for JAG funding in the amount of \$100,000. This grant award requires no matching funds for the City. The contract for the grant agreement is attached. The contract must be signed by the City manager in order for the grant funding to be approved.</p>		
Materials: BYRNE JUSTICE ASSISTANCE GRANT CONTRACT		

BYRNE JUSTICE ASSISTANCE GRANT (JAG) CONTRACT

Grant Agreement

hereinafter referred to as the "Agreement"

between

Michigan State Police

hereinafter referred to as the "Department"

and

City of Farmington

23600 Liberty St. , Farmington, Michigan 48335

Federal I.D. #: 38-6004680

hereinafter referred to as the "Contractor"

for

Farmington Department of Public Safety

Public Surveillance Camera Project II

MSP Project Number: JAG-73016-Farmington Department of Public Saf-2019

I. Period of Agreement:

This Agreement shall commence on **10/01/2018** and continue through **09/30/2019**.

This Agreement is in full force and effect for the period specified.

All projects must be initiated within 60 days of the start date of this Agreement.

II. Funding Source and Agreement Amount:

This Agreement is designated as a subrecipient relationship with the following stipulations :

- A. Including federal funds and required local match, the total amount of this Agreement is \$100,000.00.
- B. The Department, under the terms of this Agreement, will provide federal pass-through funding not to exceed \$100,000.00.
- C. The Catalog of Federal Domestic Assistance (CFDA) number is 16.738.
- D. The CFDA Title is Formula Edward Byrne Memorial Justice Assistance Grant Program.
- E. The federal agency name is U.S. Department of Justice, Bureau of Justice Assistance.
- F. The federal grant award number is 2016-MU-BX-0703.
- G. The federal program title is Byrne JAG State FY 2019.

III. Grant Summary:

The Contractor's Grant Summary is outlined in Attachment 1, which is part of this Agreement through reference.

IV. Statement of Work:

The Contractor agrees to undertake, perform and complete the services described in Attachment 2, which is part of this Agreement through reference. Any change to the Statement of Work, by either the Contractor or Department, requires a formal Amendment in the Department's e-grants system, Michigan Automatic Grant Information Connection Plus (MAGIC+), available at <https://msp.intelligrants.com>.

V. Project Timeline:

The Contractor agrees to undertake, perform and complete the services within the timeline described in Attachment 2-A, which is part of this Agreement through reference. Any change to the Project Timeline, by either the Contractor or Department, requires a formal Amendment in MAGIC+.

VI. Program Budget:

The agreed upon Program Budget for this Agreement is referenced herein as Attachments 3-A and 3-B, which is part of this Agreement through reference. Any change to the Program Budget, by either the Contractor or Department, requires a formal Amendment in MAGIC+.

Budget deviation allowances are not permitted.

VII. Amendments:

Any change proposed by the Contractor which would affect the Department funding of any project, in whole or in part, must be submitted in writing, via MAGIC+, to the Department for approval immediately upon determining the need for such change. Changes made to this Agreement are only valid if made in MAGIC+ and accepted by both the Contractor and the Department.

VIII. Contractor Responsibilities:

The Contractor, in accordance with the general purposes and objectives of this Agreement, will:

A. Publication Rights:

1. The Contractor shall give recognition to the Department in any and all publications, papers and presentations arising from the program (including from subcontractors) herein by placing the following disclaimer on any and all publications, papers and presentations:

This project is supported by Byrne JAG State FY 2019 # 2016-MU-BX-0703, awarded by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice (DOJ), and administered by the Michigan State Police (MSP). Points of view or opinions contained within this document do not necessarily represent the official position or policies of the DOJ or the MSP.

2. The Department shall, in return, give recognition to the Contractor when applicable.
3. Where activities supported by this Agreement produce books, films, or other such copyrightable materials issued by the Contractor, the Contractor may copyright such but shall acknowledge that the Department reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, and use such materials and to authorize others to reproduce and use such materials. This cannot include service recipient information or personal identification data.
4. Any copyrighted materials or modifications bearing acknowledgment of the Department's name must be approved by the Department prior to reproduction and use of such materials.

B. Reporting Responsibilities:

Failure to comply with any reporting responsibilities identified in this Agreement may result in withholding grant payment(s) or the cancellation of grant award. The Contractor's lack of compliance will also be taken into account when considering future grant applications to, and awards from, the Department.

C. Uniform Crime Report (UCR):

The Contractor, and all of its subcontractors, must comply with 1968 PA 319, as amended. This law requires county sheriff's departments, as well as city, village, and township police departments to submit monthly UCR data to the Department.

D. Financial Reporting Requirements:

Financial reporting requirements shall be followed as defined within this section.

1. Reimbursement Method/Mechanism:

- a. All Contractors must sign up through the on-line vendor registration process to receive all State of Michigan payments as Electronic Funds Transfers (EFT)/Direct Deposits, as mandated by the Management and Budget Act, 1984 PA 431, MCL 18.1283a. Vendor registration information is available on the Michigan Department of Technology, Management and Budget's (DTMB) website located at <http://www.cpexpress.state.mi.us/>.
- b. This Agreement is reimbursement only. Contractor must document that expenditures have been paid by local sources before requesting reimbursement from the Department.
- c. Reimbursement from the Department is based upon the understanding that Department funds will be paid up to the total Department allocation as agreed upon in the approved Budget. Department funds are the first source after the application of fees and earmarked sources unless a specific local match condition exists.
- d. Should the Contractor discover an error in a previous reimbursement request, the Contractor shall immediately notify the Department and refund to the Department any funds not authorized for use under this Agreement and any payments or funds advanced to the Contractor in excess of allowable reimbursable expenses.

2. Financial Status Report (FSR) Submission:

Once the Agreement has been signed and accepted, regardless of when this occurs, the Contractor is responsible for preparing and submitting a FSR for each month of the Agreement period, as specified in MAGIC+. The various FSRs are outlined below:

a. Monthly FSR:

Monthly FSRs must be prepared and submitted to the Department in MAGIC+, no later than 30 days after the close of each calendar month. An example is found in Attachment 5, which is part of this agreement through reference. Each month's reimbursement request may only contain expenses from that month. Reimbursement requests that include more than one month's expenditures may not be granted and will be returned to the Contractor for explanation and/or correction and re-submission.

b. Obligation Report:

An Obligation Report, based on annual guidelines, is a one-time FSR and must be submitted by the specified due date in MAGIC+. In this report, the Contractor will provide to the Department an estimate of total expenditures for the MAGIC+ date-specific Agreement period. The information from this report will be used to record the Department's year-end accounts payables and receivables for this Agreement.

c. Final FSR:

A Final FSR is due 30 days following the end of the fiscal year or Agreement period specified in MAGIC+. Final FSRs not received from the Contractor by the due date may result in the loss of funding requested on the Obligation Report and/or a potential reduction in the subsequent year's award, if/when applicable.

3. Unobligated Funds:

Any unobligated balance of funds held by the Contractor at the end of the Agreement period will be returned to the Department or treated in accordance with instructions provided by the Department.

4. Program Income:

The US DOJ regulations allow Contractors to keep funds (program income) derived from grant activities, so long as these funds are used for the same purposes as the grant project. In the absence of such regulations, these funds would be required to be returned to the DOJ.

Program income means the gross income earned by the Contractor during the Agreement period as a direct result of the grant project.

All income generated as a direct result of a Department-funded project shall be deemed program income.

Program income may be used to further program objectives under this Agreement or may be refunded to the Department. Program income must be used for the purposes of, and under the conditions applicable to, the award specified in this Agreement. Program income may only be used for allowable program costs.

Asset forfeiture and treatment/lab fees are the most prominent program income derived from grant activity. The DOJ regulations require that program income be held in the custody of a governmental entity, with reporting on those funds to the State Administrative Agency (the Department).

When applicable, Program Income Reports (GRANTS-208B) are to be filed quarterly in MAGIC+.

Any program not earning program income must fill out and submit to the Department a Program Income Waiver Report (GRANTS-208A) in MAGIC+ within 30 days of the acceptance of this Agreement.

5. **Audits:**

This section applies to Contractors designated as subrecipients. Contractors designated as vendors are exempt from the provisions of this section.

a. **Single Audit:**

Contractors that expend \$500,000 or more in federal awards in the current fiscal year or expend \$750,000 or more in federal funds in a fiscal year after December 26, 2014 must submit a Single Audit prepared consistent with the Single Audit Act Amendments of 1996, and Office of Management and Budget (OMB) Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," as revised or 2 C.F.R. 200.501. Contractors must also submit a Corrective Action Plan for any audit findings that impact Department-funded programs and a management letter (if issued) with a response.

b. **Financial Statement Audit:**

Contractors exempt from the Single Audit requirements that receive \$500,000 or more **in total funding** from the Department in state and federal grant funding must submit to the Department a Financial Statement Audit prepared in accordance with generally accepted auditing standards (GAAS). Contractors exempt from the Single Audit requirements that receive less than \$500,000 of total Department grant funding must submit to the Department a Financial Statement Audit prepared in accordance with GAAS if the audit includes disclosures that may negatively impact Department-funded programs including, but not limited to fraud, financial statement misstatements, and violations of contract and grant provisions.

c. **Due Date and Submission Information:**

The required audit and any other required submissions (e.g., Corrective Action Plan and management letter with a response), must be submitted to the Department within nine months after the end of the Contractor's fiscal year to:

Michigan Department of State Police
Grants and Community Services Division
Attn: Grants Coordination Unit
P.O. Box 30634
Lansing, Michigan 48909-0634

d. **Penalty:**

i. Delinquent Single Audit or Financial Statement Audit:

If the Contractor does not submit the required Single Audit reporting package , management letter (if issued) with a response, and Corrective Action Plan; or the Financial Statement Audit and management letter (if issued) with a response within nine months after the end of the Contractor's fiscal year and an extension has not been approved by the cognizant or oversight agency for audit, the Department may withhold from the current funding an amount equal to five percent of the audit year's grant funding (not to exceed \$200,000) until the required filing is received by the Department. The Department may retain the amount withheld if the Contractor is more than 120 days delinquent in meeting the filing requirements and an extension has not been approved by the cognizant or oversight agency for audit. The Department may terminate the current grant if the Contractor is more than 180 days delinquent in meeting the filing requirements and an extension has not been approved by the cognizant or oversight agency for audit.

ii. Delinquent Audit Status Notification Letter:

Failure to submit the Audit Status Notification Letter , when required, may result in withholding from the current funding an amount equal to one percent of the audit year's grant funding until the Audit Status Notification Letter is received.

e. Other Audits:

The Department or federal agencies may also conduct or arrange for "agreed upon procedures" or additional audits to meet their needs.

E. Performance/Progress/PMT Report Requirements:

The progress reporting methods, as applicable, shall be followed as described in Attachment 4, which is part of this Agreement through reference.

Progress reporting is due no later than 20 days after the end of each quarter through the federal Performance Measurement Tool (PMT) system located at www.bjaperformancetools.org. This link, as well as a user login and password, will be provided in MAGIC+ within 45 days of the start date of the Agreement.

When applicable, additional programmatic Progress Reports are due in MAGIC+ no later than 20 days after the end of each quarter.

F. Equipment Purchases and Title:

Any Contractor equipment purchases supported in whole or in part through this Agreement must be listed in an Equipment Inventory Schedule. Equipment means tangible, non-expendable, personal property having useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Title to items having a unit acquisition cost of less than \$5,000 shall vest with the Contractor upon acquisition. The Department reserves the right to retain or transfer the title to all items of equipment having a unit acquisition cost of \$5,000 or more, to the extent that the Department's proportionate interest in such equipment supports such retention or transfer of title .

All purchases supported in whole or in part through this Agreement must use procurement procedures that conform to the Contractor's local requirements.

G. Employee Time Certification:

It is the Contractor's obligation to notify the Department immediately when a Byrne JAG -funded employee (including employees of subcontractors):

- Is disabled or deceases while having been assigned to a grant-funded position;
- Is removed or reassigned from a grant-funded position; and/or,
- Is unable to report to work due to injury or illness not related to job performance (and is not replaced within 30 days by another employee).

The Contractor's failure to comply with notification to the Department could result in loss of position funding from the Department.

All Agreement-funded employees, including employees of subcontractors, will complete and submit to the

Contractor an executed GRANTS-214, Employee Time Certification form (Attachment 6). The Contractor will submit the certifications to the Department semi-annually, by attaching this fully executed form to their e-grant in MAGIC+. This form will be provided to the Contractor by the Department.

H. Record Maintenance/Retention:

Maintain adequate program and fiscal records and files, including source documentation to support program activities and all expenditures made under the terms of this Agreement, as required. Assure that all terms of this Agreement will be appropriately adhered to and that records and detailed documentation for the project or program identified in this Agreement will be maintained (may be off site) for a period of not less than four years from the date of grant closure, the date of submission of the Final FSR, or until litigation and audit findings have been resolved. All retention record guidelines set by the local jurisdiction (Contractor) must be adhered to if they require additional years beyond retention guidelines stated herein.

I. Authorized Access:

Permit upon reasonable notification and at reasonable times, access by authorized representatives of the Department, Program Evaluators (contracted by the Department), Federal Grantor Agency, Comptroller General of the United States and State Auditor General, or any of their duly authorized representatives, to records, files, and documentation related to this Agreement, to the extent authorized by applicable state or federal law, rule, or regulation.

The Department may conduct on-site monitoring visit(s) and/or grant audit(s) any time during the grant period. All grant records and personnel must be made available during any visit, including subcontractors, if requested.

The Department may request that a funded program be evaluated by an outside evaluation team contracted by the Department. Contractors shall work cooperatively with the evaluation team in such a manner that the program be able to be fully reviewed and assessed.

J. Subcontractor/Vendor Monitoring:

The Contractor must ensure that each of its subcontractors comply with the Single Audit Act of 1984, as amended, 31 U.S.C. 7501 *et seq.* requirements and must issue management decisions on audit findings of their subcontractors as required by OMB Circular A-133. The Contractor is responsible for reviewing all single audit adverse findings and ensuring that corrective actions are implemented. The Contractor will ensure subcontractors forward all single audits covering grant funds administered through the Department to the Contractor.

The Contractor must ensure that subgrantees are expending grant funds appropriately as approved in the MAGIC+ application and as specified through this Agreement, and must conduct monitoring activities to ensure compliance with all associated laws, regulations, and provisions as well as ensure that performance goals are achieved. The Contractor must ensure compliance for for-profit subcontractors as required by OMB Circular A-133, Section 210(e). The Contractor must ensure that transactions with vendors comply with laws, regulations, and provisions of contracts or grant agreements in compliance with OMB Circular A-133, Section 210(f).

1. Subcontracts:

Assure for any subcontracted service, activity or product:

- a. That the Contractor will submit copies of all executed subcontracts in MAGIC+ within 60 days of the execution of this Agreement. Subcontracts should cover all personnel contained in the "contractual" line item within the grant budget. Each listed agency shall have its own subcontract signed by the Contractor and an employee of the subcontracted agency that is authorized to enter into legally binding contracts for the entity receiving funds. The failure to submit these documents to the Department within 60 days may result in withholding future payment or other penalties, as determined by the Department.
- b. That a written subcontract is executed by all affected parties prior to the initiation of any new subcontract activity. Exceptions to this policy may be granted by the Department upon written request within 30 days of execution of this Agreement.

- c. That any executed subcontract to this Agreement shall require the subcontractor to comply with all applicable terms and conditions of this Agreement, including all Certifications and Assurances referenced in this Agreement.
- d. That, in the event of a conflict between this Agreement and the provisions of the subcontract, the provisions of this Agreement shall prevail. A conflict between this Agreement and a subcontract, however, shall not be deemed to exist where the subcontract:
 - i. Contains additional non-conflicting provisions not set forth in this Agreement;
 - ii. Restates provisions of this Agreement to afford the Contractor the same or substantially the same rights and privileges as the Department; or,
 - iii. Requires the subcontractor to perform duties and/or services in less time than that afforded the Contractor in this Agreement.
- e. That the subcontract does not affect the Contractor's accountability to the Department for the subcontracted activity.
- f. That any billing or request for reimbursement for subcontract costs is supported by a valid subcontract and adequate source documentation on costs and services. All subcontractors must submit requests for reimbursement to the Contractor in a timely manner such that the Contractor can include these requests on the proper month's FSR. **Subcontractors must be paid within 30 days of receipt of invoice by the subcontractor.**

K. Notification of Modifications:

The Contractor must provide timely notification to the Department, in writing, of any action by its governing board or any other funding source that would require or result in significant modification in the provision of services, funding, or compliance with operational procedures.

L. Software Compliance:

The Contractor must ensure software compliance and compatibility with the Department's data systems for services provided under this Agreement including, but not limited to: stored data, databases and interfaces for the production of work products, and reports. All required data under this Agreement shall be provided in an accurate and timely manner without interruption, failure, or errors due to the inaccuracy of the Contractor's business operations for processing date/time data.

M. Human Subjects:

The Contractor agrees that prior to the initiation of research, the Contractor will submit Institutional Review Board (IRB) application material for all research involving human subjects conducted in programs sponsored by the Department or in programs which receive funding from or through the state of Michigan, to a federally assured IRB for review and approval. All paperwork involving the IRB must be submitted to the Department.

N. Notification of Criminal or Administrative Investigations/Charges:

If any employee of the Contractor associated with this grant project becomes aware of a criminal or administrative investigation or charge that directly or indirectly involves grant funds referenced in this Agreement, the Contractor shall immediately notify the Department's contract manager in writing that such an investigation is ongoing or that a charge has been issued.

O. Byrne JAG Local Funding:

The Contractor, and all of its subcontractors, must apply for any and all direct Byrne JAG funding from the DOJ for which it is eligible. The failure to submit the application is reason for termination of this Agreement.

IX. Department Responsibilities:

The Department, in accordance with the general purposes, objectives, and terms and conditions of this Agreement, will provide reimbursement based upon appropriate reports, records, and documentation maintained by the Contractor.

X. Department Contract Manager/Administrator of the Agreement:

The individual acting on behalf of the Department in administering this Agreement as the Contract Manager is :

Ms. Nancy Becker Bennett, Division Director
Michigan State Police
Grants and Community Services Division
P.O. Box 30634
Lansing, MI 48909-0634

Telephone: 517-284-3208
Fax: 517-284-3216
Email: beckern@michigan.gov

XI. Agreement Suspension/Termination:

The Department and/or the Contractor may suspend and/or terminate this Agreement without further liability or penalty to the Department for any of the following reasons:

- A. This Agreement may be suspended by the Department if any of the terms of this Agreement are not adhered to . Suspension requires immediate action by the Contractor to comply with the terms of this Agreement ; otherwise, termination by the Department may occur.
- B. Failure of the Contractor to make satisfactory progress toward the goals, objectives, or strategies set forth in the Agreement.
- C. Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- D. Filing false certification in this Agreement or other report or document .
- E. This Agreement may be terminated by either party by giving 15 days written notice to the other party. Such written notice will provide valid, legal reasons for termination along with the effective date .
- F. This Agreement may be terminated immediately if the Contractor , an official of the Contractor , or an owner is convicted of any activity referenced in Section VIII, N, of this Agreement during the term of this Agreement or any extension thereof.

XII. Final Reporting Upon Termination:

Should this Agreement be terminated by either party , within 30 days after the termination, the Contractor shall provide the Department with all financial, performance, and other reports required as a condition of this Agreement . The Department will make payments to the Contractor for allowable reimbursable costs not covered by previous payments or other state or federal programs. The Contractor shall immediately refund to the Department any funds not authorized for use and any payments or funds advanced to the Contractor in excess of allowable reimbursable expenditures.

XIII. Severability:

If any provision of this Agreement or any provision of any document attached to or incorporated by reference is waived or held to be invalid, such waiver or invalidity shall not affect other provisions of this Agreement .

XIV. Liability:

- A. All liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Contractor in the performance of this Agreement shall be the responsibility of the Contractor, and not the responsibility of the Department, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the Contractor, any subcontractor, or anyone directly or indirectly employed by the Contractor, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the Contractor or its employees by statute or court decisions.
- B. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as the provision of policy and procedural direction, to be carried out by the Department in the performance of this Agreement shall be the responsibility of the Department , and not the responsibility of the Contractor, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of

any Department employee or agent, provided that nothing herein shall be construed as a waiver of any governmental immunity by the state of Michigan, its agencies (the Department), or employees as provided by statute or court decisions.

C. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Contractor and the Department in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the Contractor and the Department in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Contractor, the state of Michigan, its agencies (the Department), or their employees, respectively, as provided by statute or court decisions.

XV. Special Conditions:

- A. This Agreement is valid upon approval and execution by the Department.
- B. This Agreement is conditionally approved subject to and contingent upon the availability of funds.
- C. The Department will not assume any responsibility or liability for costs incurred by the Contractor prior to the full execution of this Agreement.

XVI. Certifications and Assurances:

These Certifications and Assurances are applicable to the Contractor and all subcontractors of the Contractor. It is the Contractor's responsibility to ensure that subcontractors are adhering to the Certifications and Assurances. Failure to do so may result in termination of grant funding or other remedies.

A. Certifications:

Contractors should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this Agreement provides for compliance with certification requirements under 28 C.F.R. Part 69, "New Restrictions on Lobbying," 28 C.F.R. Part 67, "Government-wide Debarment and Suspension (Non-procurement)," and 28 C.F.R. Part 83, "Government-wide Requirements for Drug-Free Workplace (Grants)."

B. Lobbying:

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 C.F.R. Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 C.F.R. Part 69, the Contractor certifies that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement;
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant or cooperative agreement, the Contractor shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions; and,
3. The Contractor shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

C. Debarment, Suspension and Other Responsibility Matters (Direct Recipient):

Pursuant to Executive Order 12549 (Debarment and Suspension), and implemented at 2 C.F.R. Part 2867, for prospective participants in primary covered transactions, as defined at 28 C.F.R. Part 2867, Section 2867.20(a):

1. The Contractor certifies that it and its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;
- b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Have not within a two-year period preceding this application been convicted of a felony criminal violation under any federal law, unless such felony criminal conviction has been disclosed in writing to the Office of Justice Programs (OJP) at ojpcompliancereporting@usdoj.gov, and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Department and U.S. Government in this case.
- d. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
- e. Have not within a three-year period preceding this application had one or more public transaction (federal, state, or local) terminated for cause or default.

D. Federal Taxes:

If the applicant is a corporation, the applicant certifies that either (1) the corporation has no unpaid federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to OJP at ojpcompliancereporting@usdoj.gov, and after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Department and U.S. Government in this case.

E. Drug-Free Workplace:

1. As required by the Drug-Free Workplace Act of 1988, and implemented at 28 C.F.R. Part 83, Subpart F, as defined at 28 C.F.R. Sections 83.620 and 83.650 the Contractor certifies that it will provide a drug-free workplace by:
 - a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
 - b. Establishing an on-going drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the workplace;
 - ii. The Contractor's policy of maintaining a drug-free workplace;
 - iii. Any available drug counseling, rehabilitation, and employee assistance programs; and,
 - iv. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
 - c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) of this section.
 - d. Notifying the employee in the statement required by paragraph (a) of this section that, as a condition of employment under the grant, the employee will:

- i. Abide by the terms of the statement; and,
 - ii. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
- e. Notifying the agency, in writing, within ten calendar days after receiving notice under subparagraph (d) (ii) of this section from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to:

Department of Justice
Office of Justice Programs
Attn: Control Desk
810 7th Street, N.W.
Washington, D.C. 20531

Notice shall include the identification number(s) of each affected grant.

- f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(ii) of this section, with respect to any employee who is so convicted:
 - i. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or,
 - ii. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement, or other appropriate agency.
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of subparagraphs (a), (b), (c), (d), (e), and (f) above.

F. Standard Assurances:

The Contractor hereby assures and certifies compliance with all applicable federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Executive Order 12372 (Intergovernmental Review of Federal Programs); and, 28 C.F.R. Parts 66 or 70 (administrative requirements for grants and cooperative agreements). The Contractor also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. Parts 18, 22, 23, 30, 35, 38, 42, 61 and 63, and the award term in 2 C.F.R. § 175.15(b).
4. It will assist the awarding agency, if necessary, in assuring compliance with section 106 of the National Historic Preservation Act of 1966, 16 U.S.C. § 470, Executive Order 11593 (Protection and Enhancement of the Cultural Environment), the Archeological and Historical Preservation Act of 1974, 16 U.S.C. § 469 a-1 *et seq.*, and the National Environmental Policy Act of 1969, 42 U.S.C. § 4321.
5. It will comply with Executive Order 13279 (Equal Protection of the Laws for Faith-Based and Community Organizations), Executive Order 13559 (Fundamental Principles and Policymaking Criteria for Partnerships With Faith-based and Other Neighborhood Organizations), and the DOJ regulations on the Equal Treatment for Faith-Based Organizations, 28 C.F.R. Part 38, which prohibits recipients from using DOJ financial assistance on inherently or explicitly religious activities and from discriminating in the delivery of services on the basis of religion. Programs and activities must be carefully structured to ensure that DOJ financial assistance is not being used for

literature, classes, meetings, counseling sessions, or other activities that support twelve-step programs, which are considered to be religious in nature. The twelve-step programs must take place at a separate time or location from the activities supported with DOJ financial assistance and the participation of beneficiaries in twelve-step programs is strictly voluntary. It must make clear to any and all vendors and program participants that twelve-step programming is separate and distinct from DOJ-funded activities. It must also ensure that participants are not compelled to participate in twelve-step programs and cannot penalize a participant who chooses not to participate in a twelve-step program. It must ensure that employees fully funded by DOJ are not involved with twelve-step programs whereby they are instructing or indoctrinating clients on the twelve steps. Employees of the Contractor or subcontractor shall clearly document the number of hours spent on secular activities associated with the DOJ-funded program and ensure that time spent on twelve-step programs is completely separate from time spent on permissible secular activities. In addition, at least one secular program must be provided as an alternative to twelve-step programming.

6. It will provide meaningful access to grant-funded programs and activities to Limited English Proficient (LEP) persons in accordance with Title VI of the Civil Rights Act of 1964 and the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C. § 3789d. For a detailed discussion of the requirement to provide meaningful access to LEP persons, refer to the guidance issued by the DOJ on this matter entitled, "Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons," 67 FR 4155-01 (June 18, 2002).

It will comply and require any and all subcontractors to comply with any applicable statutorily-imposed nondiscrimination requirements, including the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C. § 3789d; the Victims of Crime Act of 1984, 42 U.S.C. § 10604(e); the Juvenile Justice and Delinquency Prevention Act of 2002, 42 U.S.C. § 5672(b); the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*); the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart C; the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart D; Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart G; Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132); the DOJ implementing regulations at 28 C.F.R. Part 35; the Rehabilitation Act of 1973, 29 U.S.C. § 794; the Americans with Disabilities Act of 1990, 42 U.S.C. § 12131-34; Title IX of the Education Amendments of 1972, 20 U.S.C. §§1681, 1683, 1685-86; and, the Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-07; The DOJ regulations on the Equal Treatment for Faith-Based Organizations, 28 C.F.R. Part 38; The Michigan Elliott-Larsen Civil Rights Act, MCL 37.2101 *et seq.*; and the Michigan Persons With Disabilities Civil Rights Act, MCL 37.1101 *et seq.*

a. Notification:

It may not discriminate in employment on the basis of race, color, national origin, religion, sex, and disability and may not discriminate in the delivery of services or benefits on the basis of race, color, national origin, religion, sex, disability, and age. These laws also prohibit retaliation against an individual for taking action or participating in action to secure rights protected by these laws. It shall notify all clients, customers, program participants, or consumers of the types of prohibited discrimination, as well as the complaint procedures, in writing. Notification may include placing posters in an area that may be easily viewed by all and/or providing a paper copy to each of the listed types of individuals. It shall forward all discrimination complaints to the Department as described in the complaint procedures in Attachment 7. Subcontractors, clients, customers, program participants or consumers may also report complaints to the Office of Justice Programs (OJP)/Office for Civil Rights (OCR) or the Michigan Department of Civil Rights (MDCR) directly, as outlined in Attachment 7, but the Contractor shall notify the Department of the complaint as soon as the complaint is known. In the event that a Federal or State court, or Federal or State Administrative Agency, makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against the Contractor or subcontractor, the Contractor shall forward a copy of the finding to the OJP/OCR and the Department.

b. Training:

Any and all DOJ-funded employees of the Contractor and subcontractors shall receive periodic training at least once every contract year regarding the responsibility of the entities to comply with applicable federal civil rights laws as a recipient of federal funds. The Department shall provide the Contractor with access to training developed by the OJP/OCR, which may be found at <http://www.nij.gov/ocr-training-videos/video-ocr-training.htm>, and is also located in MAGIC+. The DOJ-funded employees of the Contractor shall complete the required training within 90 days of the start date of this Agreement and certify that the required training has been completed by signing the OCR Compliance Training Form, which will be provided in MAGIC + after award

acceptance. New employees shall complete the required training and provide a signed OCR Compliance Training Form to the Department within 90 days of the date of hire.

c. Monitoring:

The Department shall ensure that the Contractor is complying with all applicable civil rights laws and procedures by completing the Civil Rights Compliance Questionnaire, see Attachment 8, with the Contractor during site monitoring visits and desk audits.

7. It shall determine if an Equal Employment Opportunity Plan (EEOP) is required, pursuant to 28 C.F.R. 42.301 *et seq.* If the Contractor is not required to formulate an EEOP, a certification form shall be sent to the OJP/OCR and the Office of Personnel Management (OPM) indicating that an EEOP is not required. If the Contractor is required to develop an EEOP, but is not required to submit the EEOP to the OCR, a certification form shall be sent to the OCR and the Department certifying that an EEOP is on file which meets the applicable requirements. If the Contractor is awarded a grant of \$500,000 or more, and has 50 or more employees, a copy of the EEOP shall be submitted to the OJP/OCR and OPM. Non-profit organizations, Indian Tribes, and medical and educational institutions are exempt from the EEOP requirement, but are required to submit a certification form to the OCR to claim the exemption (a copy of the form shall be submitted to the OPM). Additional information about the EEOP requirements may be found at www.ojp.usdoj.gov/about/ocr/eeop_comply.htm.
8. If the Contractor is a governmental entity:
 - a. It will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, 42 U.S.C. § 4601 *et seq.*, which governs the treatment of persons displaced as a result of federal and federally-assisted programs; and,
 - b. It will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-26, which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

G. Non-Supplanting:

It is imperative that the Contractor understand that the nonsupplanting requirement mandates that grant funds may be used only to supplement (increase) a Contractor's budget, and may not supplant (replace) state, local or tribal funds that a Contractor, inclusive of any subcontractors, otherwise would have spent on positions and/or any other items approved in the Grant Budget if it had not received a grant award.

This means that if your agency plans to:

1. Hire new positions (including filling existing vacancies that are no longer funded in your agency's budget), it must hire these additional positions on or after the official grant award start date, above its current budgeted (funded) level of positions.
2. Rehire personnel who have already been laid off (at the time of application) as a result of state, local, or tribal budget cuts, it must rehire the personnel on or after the official grant award start date, and maintain documentation showing the date(s) that the positions were laid off and rehired.
3. Maintain personnel who are (at the time of application) currently scheduled to be laid off on a future date as a result of state, local, or tribal budget cuts, it must continue to fund the personnel with its own funds from the grant award start date until the date of the scheduled lay-off and maintain documentation showing the date(s) and reason(s) for the lay-off. For example, if the grant award start date is July 1 and the lay-off is scheduled for October 1, then the grant funds may not be used to fund the officers until October 1, the date of the scheduled layoff.

Please note that as long as your agency can document the date that the lay-off(s) would occur if the grant funds were not available, it may transfer the personnel to the grant funding on or immediately after the date of the lay-off without formally completing the administrative steps associated with a lay-off for each individual personnel.

4. Documentation that may be used to prove that scheduled lay-offs are occurring for local economic reasons that are

unrelated to the availability of grant funds may include (but are not limited to) council or departmental meeting minutes, memoranda, notices, or orders discussing the lay-offs; notices provided to the individual personnel regarding the date(s) of the layoffs; and/or budget documents ordering departmental and/or jurisdiction-wide budget cuts. These records must be maintained with your agency's grant records .

H. Hatch Political Activity Act and Intergovernmental Personnel Act:

The Contractor will comply with the Hatch Act of 1939, 5 U.S.C. 1501-08, and the Intergovernmental Personnel Act of 1970, as amended by Title VI of the Civil Service Reform Act of 1978, 42 U.S.C. 4728. Federal funds cannot be used for partisan political purposes of any kind by any person or organization involved in the administration of federally-assisted programs.

I. Health Insurance Portability and Accountability Act of 1996:

To the extent that the Health Insurance Portability and Accountability Act (HIPAA) of 1996 is pertinent to the services that the Contractor provides to the Department under this Agreement, the Contractor assures that it is in compliance with the HIPAA requirements including the following:

1. The Contractor must not share any protected health data and information provided by the Department that falls within the HIPAA requirements except to a subcontractor, as appropriate under this Agreement.
2. The Contractor must require the subcontractor not to share any protected health data and information from the Department that falls under the HIPAA requirements in the terms and conditions of the subcontract .
3. The Contractor must only use the protected health data and information for the purposes of this Agreement .
4. The Contractor must have written policies and procedures addressing the use of protected health data and information that falls under the HIPAA requirements. The policies and procedures must meet all applicable federal and state requirements including the HIPAA regulations. These policies and procedures must include restricting access to the protected health data and information by the Contractor's employees .
5. The Contractor must have a policy and procedure to report to the Department unauthorized use or disclosure of protected health data and information that falls under the HIPAA requirements of which the Contractor becomes aware.
6. Failure to comply with any of these contractual requirements may result in the termination of this Agreement in accordance with Section XI, Agreement Suspension/Termination, above.
7. In accordance with the HIPAA requirements, the Contractor is liable for any claim, loss, or damage relating to unauthorized use or disclosure of protected health data and information received by the Contractor from the Department or any other source.

XVII. Unallowable Expenses and Activities:

- Costs in applying for this grant (e.g., consultants, grant writers).
- Any expenses incurred prior to the date of this Agreement.
- Any administrative costs not directly related to the administration of this Agreement .
- Indirect costs rates or indirect administrative expenses (only direct costs permitted).
- Personnel, including law enforcement officers, not connected to the project to which this Agreement refers .
- Lobbying or advocacy for particular legislative or administrative reform.
- Fundraising and any salaries or expenses associated with it.
- Legal fees.
- All travel including first class or out-of-state travel, unless prior approval by the Department is received.
- Promotional items, unless prior approval by the Department is received.
- One-time events, prizes, or entertainment (e.g., tours, excursions, amusement parks, sporting events), unless prior approval by the Department is received.
- Honorariums.
- Contributions and donations.

- Management or administrative training or conferences, unless prior approval by the Department is received.
- Management studies or research and development (costs related to evaluation are permitted).
- Fines and penalties.
- Losses from uncollectible bad debts.
- Purchases of land.
- Memberships and agency dues, unless a specific requirement of the project, unless prior approval by the Department is received.
- Compensation to federal employees.
- Military-type equipment such as armored vehicles, explosive devices, and other items typically associated with the military arsenal.
- Purchasing of vehicles, vessels, or aircraft.
- Construction costs and/or renovation, including remodeling.
- Service contracts and training beyond the expiration of this Agreement .
- Informant fees, rewards, or buy money.
- Expert witness fees.
- Canines and horses, including any food and/or supplies relating to the upkeep of law enforcement animals.
- Livescan devices for applicant prints including any related supplies.
- Weapons, including tasers.
- Food, refreshments, and snacks.

Note: No funding can be used to purchase food and/or beverages for any meeting, conference, training, or other event. Exceptions to this restriction may be made only in cases where such sustenance is not otherwise available (e.g., extremely remote areas), or where a special presentation at a conference requires a plenary address where there is no other time for sustenance to be attained. Such an exception would require prior approval from the Department and the DOJ. This restriction does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy .

XVIII. Conditions on Expenses:

Costs must be reasonable and necessary. If required by the local jurisdiction, costs must be sustained by competitive bids. All contracts and subcontracts require prior approval by the Department. If detailed information is not included as part of the application process, the Contractor must submit a request seeking approval once the subcontractors are identified.

Individual consultant fees are limited to \$650 (excluding travel, lodging, and meal costs) per day, which includes legal, medical, psychological and accountant consultants. If the rate will exceed \$650 for an eight-hour day, prior written approval is required from the Department. Compensation for individual consultant services is to be responsible and consistent with that paid for similar services in the marketplace.

XIX. Conflict of Interest:

The Contractor and Department are subject to the provisions of 1968 PA 317, as amended, MCL 15.321 *et seq.*, and 1973 PA 196, as amended, MCL 15.341 *et seq.*

XX. State of Michigan Agreement:

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

XXI. Compliance with Applicable Laws:

The Contractor will comply with applicable federal and state laws, guidelines, rules, and regulations in carrying out the terms of this Agreement. The Contractor will also comply with all applicable general administrative requirements such as OMB Circulars covering cost principles, grant/agreement principles, and audits in carrying out the terms of this Agreement.

XXII. Special Certification:

The individual electronically accepting this Agreement certifies by his/her acceptance that he/she is authorized to sign this Agreement on behalf of the Contractor.

XXIII. Contractor Signature:

The Authorized Official's typed name below, in lieu of signature, represents the Contractor's legal acceptance of the terms of this Agreement, including Certifications and Assurances agreed to prior to application submission .

Name of Authorized Official	Title of Authorized Official
David Murphy	City Manager

GRANT SUMMARY

JAG-73016-Farmington Department of Public Saf-2019

Should grant funding be awarded, the City of Farmington Department of Public Safety (FDPS) will purchase and install surveillance cameras to monitor the parking lots and public gathering spaces in Downtown Farmington. This project is the second phase of a surveillance camera project that was implemented in 2012 following a Byrne Justice Assistance Grant award.

STATEMENT OF WORK

JAG-73016-Farmington Department of Public Saf-2019

WHAT WE ARE PROPOSING AND HOW WE WILL DO IT:

The Farmington Department of Public Safety (FDPS), a Michigan Association of Chiefs of Police Accredited Law Enforcement Agency (June 2018), is seeking Byrne Justice Assistance Grant funding to implement Phase II of the Downtown Public Surveillance Camera Program. Phase II will include the purchase and installation of seven (7) additional cameras that will monitor five (5) public parking lots and gathering spaces throughout the entire downtown area (see attached photo of proposed camera locations). The video from the cameras will be displayed on monitor in the Communications Room inside the FDPS. Phase I was implemented in 2012 after Byrne Justice funds were awarded to install one (1) Pan/Tilt/Zoom camera and four (4) fixed mounted surveillance cameras to monitor the Sundquist Pavilion located in Downtown Farmington's South lot. This proposal calls for the video from these existing cameras to interact with the new cameras.

The process by which the FDPS will implement this program will be similar to the Phase I program. The department will develop a Request for Proposal (RFP) that will seek competitive bids from reputable surveillance camera installation companies. The RFP will be specific in describing the scope of work to be done, the minimum requirements of camera operability and connectivity and a strict timeline by which the project must be completed.

WHY THIS PROPOSAL IS NECESSARY TO ADDRESS THE PROBLEM:

With the addition of seven (7) cameras with 360 degree field of view capabilities installed in strategic locations throughout Downtown Farmington, the FDPS will greatly expand its ability to monitor the major public lots and gathering spaces. The additional surveillance cameras will also increase officer safety and supplement routine patrols, foot patrols and community policing efforts downtown. These cameras will also provide a life safety element as valuable patient information can be provided to officers responding to medical emergencies in the downtown area. Farmington is a community with a large senior citizen population. When these residents suffer medical emergencies downtown, FDPS communications personnel will be able to monitor the patient's condition via the surveillance cameras and subsequently report critical information to responding officers.

HOW THIS PROPOSAL WILL DIFFER FROM WHAT IS CURRENTLY BEING DONE:

This proposal will build upon the limited capabilities of the existing camera program. The existing Pan/ Tilt/Zoom camera and the ceiling-mounted cameras installed in the downtown pavilion only monitor a small area in the South lot. In addition, the server that stores the video recorded from the from the Pan/ Tilt/Zoom camera has limited storage capabilities and has reached its end-of-life. The FDPS needs a new server with larger storage and video searching capabilities. The video recorded from the fixed-mounted cameras in the downtown pavilion is downloaded to a DVR that is located in a storage closet. In order to view video from these cameras, officers must download video segments from the DVR to a DVD or flash drive and then play it back on a computer. Having the ability to deliver this video directly to the public safety department's communications office will greatly increase our ability to efficiently monitor and record activity in the Downtown pavilion.

A DEFINITION OF COMMITMENTS, ROLES, AND RESPONSIBILITIES OF ALL PARTNERSHIPS AND OTHER AGENCIES WHO WILL ASSIST WITH THIS PROJECT:

It is the current policy of the FDPS to share any video captured with the existing surveillance cameras with law enforcement agencies, businesses, the media, or other entities who may benefit from the video. This commitment will continue with Phase II of the surveillance camera program (See Surveillance Camera Policy under Additional Attachments). The Phase I cameras have proven to be helpful in searching for suspect vehicles that are subject to outside agency Be-On-The-Lookouts (BOL's). In addition, the cameras have been helpful in identifying retail fraud suspects, locating missing persons and identifying suspects who damage City property downtown.

MANAGEMENT PLAN:

Upon approval of grant funding, The Farmington Public Safety Director will develop an RFP. Once completed, the RFP will be publicly listed by the City Clerk. The Clerk will collect the sealed bid proposals and hold them until the

STATEMENT OF WORK

expiration of the bid proposal deadline. Once all the bids have been received, they will be opened and reviewed by the City Manager, the City Finance Director and the Public Safety Director. The bid award will then be granted to the most qualified business.

Following the bid award, the Public Safety Director will act as the Project Manager and will handle all facets of the project as it moves forward. This includes approval of the final design, establishing an installation timeline, ensuring conformance to the established timeline and facilitating training for department personnel. The Public Safety Director will handle all grant reporting requirements and closely monitor the program to ensure that it is achieving desired results within the approved budget.

COST BENEFITS OF THIS PROJECT:

The benefits of the Phase II camera project will surpass the benefits that the City of Farmington enjoyed following the implementation on Phase 1. On September 21, 2012, the Surveillance Camera Program went live. The City of Farmington made no attempt to conceal the cameras from public view. Press releases were sent out to inform the community about where the cameras were installed, how the FDPS planned to use and manage the cameras, and the policies in place to ensure that the cameras would only be used for public safety purposes. The feedback from the public was that the camera program was widely accepted and appreciated.

It didn't take long for the first real payoff. In November of 2012, a woman called 9-1-1 to report that she had just been robbed while walking in the South parking lot. She described the suspect and the suspect vehicle. Investigators immediately reviewed recorded camera footage during the timeframe that the crime was reported to have occurred. Following a thorough video canvass, investigators were able to locate the complainant leaving the U.S. Post Office and walking to her vehicle. She then drove to the neighboring Groves lot and parked her vehicle. At no time was she ever robbed by the individual she described. In addition, there was no such suspect vehicle in the parking lot during the timeframe she described. Investigators interviewed the woman who admitted to fabricating the entire story. It was determined that the woman was suffering from a mental disability. She was subsequently turned over to her family for treatment. Without the benefit of the surveillance cameras, investigators would have spent hours of time needlessly investigating this false claim of robbery. Not only was the story confirmed false by the cameras, the community was spared from the potentials fears of a robbery suspect on the loose in Downtown Farmington.

The department also posts video of crimes captured via the surveillance cameras to the FDPS Facebook page. This has led to the identity of individuals who have committed crimes downtown by people in the community who follow us on Facebook. An example of this occurred in August of 2016 when the city's Department of Public Works (DPW) was called to the downtown pavilion to repair damage done to one of the interior walls. The repair costs were in excess of \$1000.00. FDPS investigators reviewed the video captured by the fixed mounted surveillance cameras and discovered that a young man purposely drove his bicycle into the wall causing the damage. The video was subsequently posted to the department's Facebook page. Within hours, the suspect was identified and located. The suspect agreed to pay for the full amount of the damage in lieu of criminal charges (See attached screen shot of suspect). This is just one of many success stories of the surveillance camera program.

As mentioned previously, the cameras will also significantly contribute to reducing the fear of crime downtown. This was demonstrated in the Spring of 2017 during the early morning set-up for the very popular Farmers Market. The Farmers Market coordinator arrived at the downtown pavilion early to open restrooms and prepare for the day's events. Upon opening the men's bathroom and found what he described to be a, "blood bath". He described that blood was all over the bathroom floor and smeared on the walls. Bloody footprints were observed in the entranceway.

The FDPS was called to the scene to investigate. As a part of their investigation, officers reviewed video from the pavilion surveillance camera. They discovered that just hours earlier, an unknown person was seen walking into the restroom holding what appeared to be a bottle. Minutes later, the individual was seen leaving the restroom and walking out of view from the cameras. The investigation revealed that the individual had pulled a prank, possibly in an effort to scare away Farmers Market visitors. The liquid that the individual splashed around the restroom was not blood; rather, it was some sort of synthetic liquid fashioned to have the appearance of blood.

STATEMENT OF WORK

The story was quickly picked up by local news and social media. Because of the cameras, the FDPS was able to immediately report that the incident was a hoax and that no crime had occurred. While there are many more examples of how the Phase I cameras have benefited the City of Farmington, the fact remains that the proposed additional cameras will widen the scope of our monitoring capabilities and further contribute to the safety and security of Downtown Farmington.

Project Timeline

JAG-73016-Farmington Department of Public Saf-2019

First Quarter:

Develop Request for Proposal	October, 2018	No Expenses
Submit Request for Proposal for public bid	November, 2018	No Expenses

Second Quarter:

Review bid proposals	February, 2019	No Expenses
Award bid proposal	March, 2019	No Expenses

Third Quarter:

Finalize project design	April, 2019	No Expenses
Obtain/Install equipment	April, 2019	\$100,000.00

Fourth Quarter:

Implement project	July, 2019	No additional expenses
Monitor project	Lifetime of grant	(No additional Expenses)

**MICHIGAN STATE POLICE
GRANTS MANAGEMENT DIVISION
PROGRAM BUDGET SUMMARY**

MSP PROJECT # JAG-73016-Farmington Department of Public Saf-2019

View at 100% or Larger

Use **WHOLE DOLLARS** Only

PROGRAM Public Surveillance Camera Project II			DATE PREPARED 1/10/2019		Page 1	Of 1
CONTRACTOR NAME City of Farmington			BUDGET PERIOD From: 10/01/2018 To: 09/30/2019			
MAILING ADDRESS (Number and Street) 23600 Liberty St.			BUDGET AGREEMENT <input type="checkbox"/> ORIGINAL <input type="checkbox"/> AMENDMENT		AMENDMENT #	
CITY Farmington	STATE Michigan	ZIP CODE 48335	FEDERAL ID NUMBER 38-6004680			
EXPENDITURE CATEGORY						TOTAL BUDGET
1. SALARIES & WAGES				\$0.00	\$0.00	\$0.00
2. FRINGE BENEFITS				\$0.00	\$0.00	\$0.00
3. TRAVEL				\$0.00	\$0.00	\$0.00
4. SUPPLIES & MATERIALS				\$85,000.00	\$0.00	\$85,000.00
5. CONTRACTUAL (Subcontracts/Subrecipients)				\$0.00	\$0.00	\$0.00
6. EQUIPMENT				\$0.00	\$0.00	\$0.00
7. OTHER EXPENSES				\$15,000.00	\$0.00	\$15,000.00
8. TOTAL DIRECT EXPENDITURES (Sum of Lines 1-7)				\$100,000.00	\$0.00	\$100,000.00
9. TOTAL EXPENDITURES				\$100,000.00	\$0.00	\$100,000.00
SOURCE OF FUNDS						
10. STATE AGREEMENT				\$100,000.00		\$100,000.00
11. LOCAL					\$0.00	\$0.00
14. TOTAL FUNDING				\$100,000.00	\$0.00	\$100,000.00

**MICHIGAN STATE POLICE
GRANTS MANAGEMENT DIVISION
PROGRAM BUDGET - COST DETAIL SCHEDULE
MSP PROJECT # JAG-73016-Farmington Department of Public Saf-2019**

PROGRAM Public Surveillance Camera Project II		BUDGET PERIOD		DATE PREPARED
		From: 10/01/2018	To: 09/30/2019	1/10/2019
CONTRACTOR NAME City of Farmington		BUDGET AGREEMENT		AMENDMENT #
		ORIGINAL	AMENDMENT	N/A
1. SALARY & WAGES POSITION DESCRIPTION	COMMENTS	POSITIONS REQUIRED	TOTAL SALARY	
	1. TOTAL SALARY & WAGES:			
2. FRINGE BENEFITS (Specify)				
FICA	LIFE INS.	DENTAL INS.	COMPOSITE RATE	N/A
UNEMPLOY INS.	VISION INS.	WORK COMP.	AMOUNT	%
RETIREMENT	HEARING INS.			
HOSPITAL INS.	OTHER (specify)			
2. TOTAL FRINGE BENEFITS:				\$0.00
3. TRAVEL				
3. TOTAL TRAVEL:				

4. SUPPLIES & MATERIALS		
Seven (7) outdoor surveillance cameras		\$0.00
Wireless connectivity for 11 cameras		\$0.00
Pole mounts and brackets		\$0.00
Cable and accessories		\$0.00
Camera enclosure and heater		\$0.00
Upgraded computer server and monitors		\$0.00
Licensing for 11 cameras		\$0.00
Power Supply for seven (7) cameras		\$0.00
Articulating lift truck rental		\$0.00
Software upgrade and IT service costs		\$0.00
4. TOTAL SUPPLIES & MATERIALS:		\$85,000.00
5. CONTRACTUAL (Specify Subcontracts/Subrecipients)		
<u>Name</u>	<u>Address</u>	<u>Amount</u>
5. TOTAL CONTRACTUAL:		
6. EQUIPMENT (Specify items)		
6. TOTAL EQUIPMENT:		\$0.00
7. OTHER EXPENSES		
Labor/Installation Cost Estimate		\$0.00
7. TOTAL OTHER:		\$15,000.00
8. TOTAL DIRECT EXPENDITURES (Sum of Totals 1-7)	8. TOTAL DIRECT EXPENDITURES:	\$100,000.00
9. TOTAL EXPENDITURES (Sum of lines 8-9)		\$100,000.00
Use Additional Sheets as Needed		

PERFORMANCE/PROGRESS/PMT REPORT REQUIREMENTS

A. The Contractor shall submit the following reports on the following dates:

Performance Management Tool (PMT) reporting will take place no later than 20 days after the end of each quarter through the federal PMT system located at: <http://www.bjaperformancetools.org>

Additional quarterly progress reports are also required by all Byrne JAG grantees. In addition to the PMT report, grantees must complete the individualized quarterly progress report supplied by the MSP Byrne JAG Section. These reports are available on www.michigan.gov/cjgrants. This report is also due by the 20th of the month following each quarter and must be attached to MAGIC+.

Quarterly due dates are outlined below:

1st Quarter: October 1, 2018 through December 31, 2018	Due Date: January 20, 2019
2nd Quarter: January 1, 2019 through March 31, 2019	Due Date: April 20, 2019
3rd Quarter: April 1, 2019 through June 30, 2019	Due Date: July 20, 2019
4th Quarter: July 1, 2019 through September 30, 2019	Due Date: October 20, 2019

Personnel Time Certifications for grantees paying for personnel with grant funds are due 20 days following every six months.

Personnel Time Certifications are due:

1st six months due on July 20, 2019
2nd six months due on October 20, 2019

Financial Status Reports (FSR) must be submitted on a monthly basis, no later than 30 days after the close of each calendar month. Requests for reimbursement must be submitted for the month in which payment by your agency was made. Dates are outlined below:

10/1/18 - 10/31/18	Due 11/30/18
11/1/18 - 11/30/18	Due 12/30/18
12/1/18 - 12/31/18	Due 1/30/19
1/1/19 - 1/31/19	Due 2/28/19
2/1/19 - 2/28/19	Due 3/30/19
3/1/19 - 3/31/19	Due 4/30/19
4/1/19 - 4/30/19	Due 5/30/19
5/1/19 - 5/31/19	Due 6/30/19
6/1/19 - 6/30/19	Due 7/30/19
7/1/19 - 7/31/19	Due 8/30/19
8/1/19 - 8/31/19	Due 9/30/19
9/1/19 - 9/30/19	Due 10/30/19

An Obligation Report is due no later than August 31. If a Final FSR has been submitted prior to this date, an Obligation Report is not required. The Obligation Report should only include expenditures your agency has obligated for the month of September. Expenses on this report must be obligated in September, but may be paid in September or October. The Final FSR will include expenses your agency has actually paid and does not need to equal your obligation report amount, but may not be over.

B. Any such other information as specified in the Statement of Work, Attachment 2, shall be developed and submitted by the Contractor as required by the Contract Manager.

C. The Contract Manager shall evaluate the reports submitted as described in Attachment 4, Items A and B for their completeness and adequacy.

D. The Contractor shall permit the Department or its designee to visit and to make an evaluation of the project as determined by Contract Manager.

**MICHIGAN STATE POLICE
GRANTS MANAGEMENT DIVISION
FINANCIAL STATUS REPORT**

MSP PROJECT # JAG-73016-Farmington Department of Public Saf-2019

Mail Code	Contract Number	Program Code
Contractor Name	Project - Title	
Street Address	Report Period <p style="text-align: center;">Thru</p>	Date Prepared
City, State, ZIP Code	Agreement Period <p style="text-align: center;">Thru</p>	FE ID Number

Reasons for Corrections:

Category	Expenditures				Agreement	
	Current Period	Corrections	Previous YTD	Agreement YTD	Budget	Balance
1. Salaries and Wages						
2. Fringe Benefits						
3. Travel						
4. Supplies & Materials						
5. Contractual (Sub-Contracts)						
6. Equipment						
7. Other Expenses						
8. TOTAL DIRECT						
9. Indirect Costs: Rate %						
10. TOTAL EXPENDITURES						
SOURCES OF FUNDS:						
11. State Agreement						
12. Local						
16. TOTAL FUNDING						

CERTIFICATION: I certify that I am authorized to sign on behalf of the grantee agency and that this is an accurate statement of expenditures and collections for the report period. Appropriate documentation is available and will be maintained for the required period to support costs and receipts reported.

Project Director	Financial Director
Telephone Number	Telephone Number

FOR STATE USE ONLY

	AY	INDEX	PCA	OBJ CODE	AMOUNT
1st Source					
2nd Source					

**BYRNE JUSTICE ASSISTANCE (BYRNE JAG) GRANT
 RESIDENTIAL SUBSTANCE ABUSE TREATMENT (RSAT) GRANT
 EMPLOYEE TIME CERTIFICATION**

AUTHORITY: 1935 PA 59, as amended; **COMPLIANCE:** Voluntary; however, grant funds will be withheld if not submitted to the Michigan State Police (MSP) by the due dates specified below.

Grantee	MSP Grant Number
----------------	-------------------------

REPORTING PERIOD:

- 1st Period**
(10/1-3/31) **2nd Period**
(4/1-9/30)

Record below the period of time the employee worked on each grant program project during the reporting period. For the dates specified, record what percentage of the employee's time was spent working on the grant program project. The percentage of time reported must be supported by time sheets and reflect only actual time worked.

GRANT PROGRAM	DATES		PERCENTAGE OF TIME SPENT DURING SPECIFIED DATES
	FROM:	TO:	
Byrne JAG			%
RSAT			%

CERTIFICATIONS:

Employee places his/her signature below as certification that the information provided above is accurate. Supervisor, having first-hand knowledge of the work performed by the employee, places his/her signature below, as certification that the information provided above is accurate.

Employee Name	Employee Signature	Date
Supervisor Name	Supervisor Signature	Date

SUBMISSION OF EMPLOYEE TIME CERTIFICATION:

This form must be submitted through your MAGIC+ account with the Grants and Community Services Division. Due dates are April 20 and October 20 of your Grant Agreement year. If you have any questions, please do not hesitate to contact your grant advisor directly.

**STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE**

DATE: August 13, 2013

TO: Department Members

FROM: Nancy Becker Bennett, Director, Grants and Community Services Division (GCSD)

SUBJECT: Discrimination Complaint Procedures for Federal Grant-Funded Projects

I. Purpose

As a condition for receiving funding from the U.S. Department of Justice (DOJ), all recipients and subrecipients of such funding must comply with applicable federal civil rights laws. This document will establish written procedures for MSP employees and DOJ-funded grant subrecipients to follow if a complaint alleging discrimination is received from clients, customers, program participants, or consumers of a MSP subrecipient implementing funding from the DOJ.

II. Policy

Recipients and subrecipients of DOJ funding may not discriminate in employment on the basis of race, color, national origin, religion, sex, and disability. They also may not discriminate in the delivery of services or benefits on the basis of race, color, national origin, religion, sex, disability, and age. The MSP will notify subrecipients of their required compliance with the following statutes and regulations through the interagency agreement:

- The Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); the Age Discrimination Act of 1975, (42 U.S.C. §§ 6101-07), Ex. Order 13279 (equal organizations); and 28 C.F.R. Part 38 (U.S. Department of Justice Equal Treatment for Faith-Based Organizations).
- 28 CFR 42.301 et seq, which requires recipients determine if it is required to formulate an Equal Employment Opportunity Plan (EEOP). If the recipient is not required to formulate an EEOP, it will submit a certification form to the U.S. Department of Justice, Office of Justice Programs, Office for Civil Rights (OCR), and the Office of Personnel Management (OPM) indicating that it is not required to develop an EEOP. If the recipient is required to develop an EEOP, but is not required to submit the EEOP to the OCR, it will submit a

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certification form to the OCR and the MSP certifying that it has an EEO on file which meets the applicable requirements. If the recipient is awarded a grant of \$500,000 or more and has fifty or more employees, it will submit a copy of its EEO to the OCR and OPM. Non-profit organizations, Indian Tribes, and medical and educational institutions are exempt from the EEO requirement, but are required to submit a certification form to the OCR to claim the exemption (a copy of the form should also be submitted to the OPM).

- Title VI of the Civil Rights Act of 1964 and the Omnibus Crime Control and Safe Streets Act of 1968m, which require subrecipients to provide meaningful access to programs and activities to Limited English Proficient (LEP) persons.

- The Michigan Elliott-Larsen Civil Rights Act, MCL 37.2101 et. Seq, which prohibits discriminatory practices, policies, and customs in the exercise of those rights based upon religion, race, color, national origin, age, sex, height, weight, familial status, or marital status in Michigan.

- The Michigan Persons With Disabilities Civil Rights Act, Act 220 of 1976, which defines the civil rights of persons with disabilities; to prohibit discriminatory practices, policies, and customs in the exercise of those rights; to prescribe penalties and to provide remedies; and to provide for the promulgation of rules.

These laws also prohibit agencies from retaliating against an individual for taking action or participating in action to secure rights protected by these laws.

In the event that a Federal or State court, or Federal or State Administrative Agency, makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against the Contractor, subcontractor or vendor, they will forward a copy of the finding will be forwarded to the Office for Civil Rights, Office of Justice Programs and the Department.

The MSP will notify its own employees of their required compliance with the preceding civil rights statutes and regulations through an Official Order.

III. Definitions

Contract means any Government contract or subcontract or any federally assisted construction contract or subcontract.

Complainant is a party that makes a complaint or files a formal charge.

Discrimination means treating an individual or a group of individuals adversely because of protected class status; or using a test, standard, or employment practice that has the effect of illegally excluding or screening in or out of a protected class.

MSP Employee is an individual providing services for and paid by the State of Michigan/Michigan State Police, including independent contractors, union and non-union employees, managers and supervisors, enlisted members and civilians.

Recipient is the entity which receives a monetary award from the DOJ.

Subcontract means any agreement or arrangement between a contractor and any person (in which the parties do not stand in the relationship of an employer and an employee):

1. For the purchase, sale or use of personal property or nonpersonal services which in whole or in part, is necessary to the performance of any one or more contracts; or
2. Under which any portion of the contractor's obligation under any one or more contracts is performed, undertaken or assumed.

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Subcontractor is any person holding a subcontract, and, for the purposes of this definition, any person who has held a subcontract subject to the order. The term "first-tier subcontractor" refers to a subcontractor holding a subcontract with a prime contractor.

Subrecipient is the entity that receives a monetary award from the DOJ recipient.

Subrecipient Employee is an individual or subcontractor being paid using DOJ grant funds.

IV. Complaint Procedures

The following are MSP's procedures for accepting and responding to discrimination complaints from subrecipient employees, clients, customers, program participants, or consumers of a MSP subrecipient implementing funding from the DOJ:

1. All discrimination complaints associated with DOJ grants shall be submitted to the Grants and Community Services Division (GCSD) by mail, telephone or e-mail to:

Michigan State Police
Grants and Community Services Division
333 S. Grand Ave.
Lansing, MI 48909
(517) 373-2960
MSP-CJGrants@michigan.gov

2. The GCSD Director will send the complainant a letter within 10 days from the date it was received to acknowledge receipt of the complaint, notify the complainant that it has been submitted to the Michigan Department of Civil Rights, and inform the complainant that he or she may also file a complaint directly with the federal Office for Civil Rights (OCR) at:

Office of Justice Programs
Office for Civil Rights
810 7th Street NW
Washington, DC 20531
(202) 307-0690
Fax: (202) 616-9865
TTY: (202) 307-2027

3. Within 10 days of the receipt of the complaint, the GCSD Director will send an email to the DOJ subrecipient to notify the agency that a complaint against has been filed against it.

4. The GCSD Director will forward the complaint to the Inspector of the MSP Office of Human Resources (OHR) immediately upon receipt of the complaint. The OHR Inspector or his or her designee will serve as the coordinator for all complaints regarding civil rights violations and will immediately forward the complaint to the Michigan Department of Civil Rights by emailing MDCRServiceCenter@michigan.gov. If MDCR informs the MSP that it does not have jurisdiction to investigate the complaint, the OHR Inspector will forward the complaint to the OCR for investigation.

The preceding complaint procedures are an attachment to the subrecipient contracts for all DOJ grants awarded by the MSP. Subrecipients must notify all clients, customers, program participants, or consumers of the types of prohibited discrimination, as well as the complaint procedures, in writing. Notification may include placing posters in an area that may be easily viewed by all and/or providing a paper copy to each of the listed

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types of individuals. Subrecipients must forward all discrimination complaints to the MSP as described in the complaint procedures. Subcontractors, clients, customers, program participants or consumers may also report complaints to the Office of Justice Programs/Office for Civil Rights or the Michigan Department of Civil Rights directly, but the MSP must be notified of the complaint by the subrecipient as soon as the complaint is known.

The MSP will ensure that all subrecipients are in compliance with the identified statutes and regulations by reviewing subrecipient procedures during site visits and other subrecipient monitoring activities.

5. The MSP, in cooperation with MDCR and OCR, will review and complete complaint investigations within 120-days. Complainants will receive written notification of the completion of the investigation and any associated findings within 10-days of the completion of the investigation. If the complexity of the investigation precludes this 120 day timeline from being met, the MSP shall notify the complainant in writing when it becomes aware that the investigation will not meet the 120 day timeline. This correspondence shall include a new timeline with an estimated completion date.

V. Training

All DOJ-funded MSP employees and subrecipients will receive periodic training at least once every contract year regarding their responsibility to comply with applicable federal civil rights in their capacity as a recipient of federal funds. Additionally, training will include review of these complaint procedures, including the employee's responsibility to refer discrimination complaints from clients, customers, program participants, or consumers to the appropriate MSP contact. The GCSD will provide DOJ-grant subrecipients and DOJ-funded MSP employees with access to OCR training modules, found on OCR's website, <http://www.ojp.usdoj.gov/about/ocr/assistance.htm>. Subrecipients will be required to certify they have completed this training during the first quarter of each grant cycle as part of their grant award agreement with the MSP.

These procedures and training requirements will also be disseminated to MSP employees via departmental memorandum and posted on the MSP intranet website. New employees will receive a copy of the procedures and access to the DHS training program during initial job training from any supervisor managing DOJ-funded employees.

VI. Monitoring

The GCSD has implemented a two-part process to ensure and monitor sub-recipients compliance with civil rights laws. Applicants must annually complete and submit to the GCSD the Civil Rights Compliance Questionnaire. Additionally, MSP grant advisors will complete the Civil Rights Compliance Questionnaire with applicants during on-site monitoring visits.

VII. Policy Dissemination

This policy shall be distributed to all MSP employees via a department-wide memorandum contingent upon final OCR approval. Additionally, the policy will be distributed via MSP's grant award agreement with DOJ-funded subrecipients as part of the standard grant award package.

Federal Civil Rights Compliance Checklist

1. If the subrecipient is required to prepare an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R. §§ 42.301-.308, does the subrecipient have an EEOP on file for review?

Yes No

If yes, on what date did the subrecipient prepare the EEOP?

2. Has the subrecipient submitted an EEOP Short Form to the Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), if required by 28 C.F.R. §§ 42.301-.308? If the subrecipient is not required to submit an EEOP Short Form to the OCR, has it submitted a certification form to the OCR claiming a partial or complete exemption from the EEOP requirements?

Yes- submitted an EEOP Short Form

Yes- submitted a certification

No

If the subrecipient prepared an EEOP Short Form, on what date did the subrecipient prepare it?

3. How does the subrecipient notify program participants and beneficiaries that it does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services (e.g. posters, inclusion in brochures or other program materials, etc.)?

Comments:

4. How does the subrecipient notify employees that it does not discriminate on the basis of race, color, national origin, religion, sex, and disability in employment practices (e.g. posters, dissemination of relevant orders or policies, inclusion in recruitment materials, etc.)?

Comments:

5. Does the subrecipient have written policies or procedures in place for notifying program beneficiaries how to file complaints alleging discrimination by the subrecipient with the [State Administering Agency] or the OCR?

Yes No

If yes, an explanation of these policies and procedures:

6. If the subrecipient has 50 or more employees and receives DOJ funding of \$25,000 or more, has the subrecipient taken the following actions:

- Adopted grievance procedures that incorporate due process standards and provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations implementing Section 504 of the Rehabilitation Act of 1973, found at 28 C.F.R. Part 42, Subpart G, which prohibit discrimination on the basis of a disability in employment practices and the delivery of services.

Yes No

- Designated a person to coordinate compliance with the prohibitions against disability discrimination contained in 28 C.F.R. Part 42, Subpart G.

Yes No

- Notified participants, beneficiaries, employees, applicants, and others that the subrecipient does not discriminate on the basis of disability.

Yes No

Comments:

7. If the subrecipient operates an education program or activity, has the subrecipient taken the following actions:

Adopted grievance procedures that provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations implementing Title IX of the Education Amendments of

- 1972, found at 28 C.F.R. Part 54, which prohibit discrimination on the basis of sex.

Yes No

- Designated a person to coordinate compliance with the prohibitions against sex discrimination contained in 28 C.F.R. Part 54.

Yes No

- Notified applicants for admission and employment, employees, students, parents, and others that the subrecipient does not discriminate on the basis of sex in its educational programs or activities.

Yes No

Comments:

8. Has the subrecipient complied with the requirement to submit to the OCR any findings of discrimination against the subrecipient issued by a federal or state court or federal or state administrative agency on the grounds of race, color, religion, national origin, or sex?

Yes No

Comments:

9. What steps has the subrecipient taken to provide meaningful access to its programs and activities to persons who have limited English proficiency (LEP)?

Comments, including an indication of whether the subrecipient has developed a written policy on providing language access services to LEP persons:

10. Does the subrecipient conduct any training for its employees on the requirements under federal civil rights laws?

Yes No

Comments:

11. If the subrecipient conducts religious activities as part of its programs or services, does the subrecipient do the following:

- a. Provide services to everyone regardless of religion or religious belief.

Yes No

- b. Ensure that it does not use federal funds to conduct inherently religious activities, such as prayer, religious instruction, or proselytization, and that such activities are kept separate in time or place from federally-funded activities.

Yes No

- c. Ensure that participation in religious activities is voluntary for beneficiaries of federally-funded programs.

Yes No

Farmington City Council Agenda Item	Council Meeting Date: January 22, 2019	Item Number 7B								
Submitted by Charles Eudy, Superintendent										
Agenda Topic Consideration to authorize purchase of replacement Combination Sewer and Catch Basin Cleaning truck from Jack Doheny Supplies										
Proposed Motion Move to authorize the purchaser 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,										
Background <p>The "Vactor" is a multipurpose equipment used to clean sewers with high pressure water or root cutting appliances. The equipment is also used for hydro-excavation near other utilities and dewatering soil during water main repairs. The equipment is used 24/7 the hundred sixty-five days a year. The City can not operate a W&S Department without it. In the event of a breakdown, we must have a supplier who can provide us a loaner or rental within the hour.</p> <p>The current sewer cleaning equipment is a 1996 Vactor 2100 mounted to a 1996 Ford L-8000 Chassis. This unit was a demonstrator purchased from Doheny Supply in 1997, it replaced a 1983 sewer cleaning truck. In 2011 Doheny Supply refurbished this unit in hope to extend the life span. This equipment is approaching 23 years old. Most communities replace sewer equipment every 12-15 years.</p> <p>Doheny Supply and M-Tech were the only two suppliers able to provide a demonstrator unit during the last 60 days. Fredrickson may have a demonstrator available later this month. Many communities delayed replacing their sewer cleaning equipment over the last 10 years due to the great recession. Over the last 12 months, the suppliers have seen a sharp increase in the demand for new equipment. Suppliers do not have demonstrator models for sale at this time.</p> <table data-bbox="115 1318 1505 1486"> <tr> <td>Doheny Supplies, Northville Michigan (Vactor):</td> <td>\$397,940.00</td> </tr> <tr> <td>M-Tech , Cleveland Ohio (GapVax) :</td> <td>\$389,259.00</td> </tr> <tr> <td>Fredrickson Supply Grand Rapids MI (Sewer Cleaning Equipment of America):</td> <td>No demonstrator unit available</td> </tr> <tr> <td>Southeastern Equipment, Novi MI (Guzzler):</td> <td>No demonstrator unit available</td> </tr> </table> <p>Currently \$370,000 is allocated for the purchase of this truck and sewer cleaning equipment. Doheny Supply can begin production of the equipment, Delivery will be scheduled after July 1, 2019, next Fiscal Year as additional funds could be appropriated for this purchase. The current truck will be auctioned on the Michigan Intergovernmental Trade Network (MITN) web site.</p>			Doheny Supplies, Northville Michigan (Vactor):	\$397,940.00	M-Tech , Cleveland Ohio (GapVax) :	\$389,259.00	Fredrickson Supply Grand Rapids MI (Sewer Cleaning Equipment of America):	No demonstrator unit available	Southeastern Equipment, Novi MI (Guzzler):	No demonstrator unit available
Doheny Supplies, Northville Michigan (Vactor):	\$397,940.00									
M-Tech , Cleveland Ohio (GapVax) :	\$389,259.00									
Fredrickson Supply Grand Rapids MI (Sewer Cleaning Equipment of America):	No demonstrator unit available									
Southeastern Equipment, Novi MI (Guzzler):	No demonstrator unit available									
Materials Attached Doheny Quote ID 12335 M-Tech Sales Proposal										

GapVax MC Series Combination Jet / Vacuum Machine					Ver: 1.0
Sales Proposal for: Farmington, MI					Date: 11/28/18
Pricing Effective September 1, 2015					Oakland County Contract ID 004011
Presented by: MTech					
SINGLE AXLE MC 1005 Customer to Specify Color	Option	List Price	List Price		
	Number	AVAILABLE Options	SELECTED	Waterford, MI	Comments
CUSTOMER INFORMATION					
Company Name: Farmington, MI					
Contact Name: Chuck Eudy					
Street Address: 23600 Liberty Street					
City, State & Zip: Farmington, MI 48335					
Height Requirement:					
Length Requirement:					
Color Requirement:					
Aluminum Tube Type:					
Jetter Hose Type:					
Days Valid For: 90 Days					
Proposal No.: 7401-8221					
WARRANTIES AND KEY STANDARD FEATURES - COMBINATION MACHINES (see separate literature for all warranty details and limitations)					
<u>Entire Unit</u>					
a)	Warranty: One-year. Against defects in materials and workmanship on entire unit.				One
<u>Water Tank Material Std: 3/16" ASTM A-240 type 304L Stainless Steel</u>					
a)	Warranty: Ten-year. No rust through, cracking or distortion.				Ten
b)	Warranty: Twenty-year. If upgrade to 1/4" SS Debris Body. No rust through, cracking or distortion.				
<u>Debris Tank Material Std: 3/16" Exten A-572 Grade 50 Steel</u>					
a)	Warranty: Five-year. No rust through, cracking or distortion				
b)	Warranty: Ten-year. If upgrade to 1/4" Exten A-572 Grade 50 Steel. No rust through, cracking or distortion				Ten
c)	Warranty: Ten-year. If upgrade to 3/16" SS Debris Body. No rust through, cracking or distortion				
d)	Warranty: Twenty-year. If upgrade to 1/4" SS Debris Body. No rust through, cracking or distortion				
<u>Water Pump Std: 80 gpm @ 2,000 PSI</u>					
a)	Warranty: Five-year. Must be Giant or General pump, otherwise one-year				Five
<u>Positive Displacement Blower Std: 3,500 cfm or 16" Hq</u>					
a)	Warranty: One-year				One
Boom - 26' reach from center of truck standard					
Hose reel capacity - 800 feet of 1" hose standard					
NEMA 4 labeled wiring standard					
DOT Lighting / Fenders / Rear mud flaps / Tank and rear door safety props, ICC lights - All Standard					
NOTE: GAPVAX, INC. FOLLOWS A POLICY OF CONTINUAL PRODUCT IMPROVEMENT AND REFINEMENT. AS A RESULT, CHANGES TO STANDARD EQUIPMENT, FEATURES, SPECIFICATIONS AND OPTIONAL EQUIPMENT MAY OCCUR AT ANY TIME					
MAIN UNIT OPTION - WITH CHASSIS - DELIVERED - SINGLE AXLE					
Combination Machine					

GapVax MC Series Combination Jet / Vacuum Machine				Ver: 1.0	
Sales Proposal for: Farmington, Mi				Date: 11/28/18	
Pricing Effective September 1, 2015				List Price	List Price
Presented by: MTech				AVAILABLE	SELECTED
				Option	Waterford, MI
				Number	Options
				Qty.	Comments
SINGLE AXLE MC 1005					
Customer to Specify Color					
1000 Gallons Water / 5 Cubic Yards Debris - To be Mounted on Single Rear Axle Chassis - Use for other custom sizes.				MC1005	\$293,787
				1	\$293,787
Chassis - Base Standard - Single Axle					
Make/Model: Western Star				Std.	Std.
Engine HP: 350 HP Diesel Engine				Std.	Std.
Transmission Make/Model: Automatic Allison 3000 S+B108series+B139				Std.	Std.
Engine Compression Brake				Std.	Std.
GVW: 50,000 lbs.				Std.	Std.
Front Axle: 20,000 lbs.				Std.	Std.
Rear Axle: 30,000 lbs.				Std.	Std.
AM/FM Weatherband Radio				Std.	Std.
HVAC				Std.	Std.
Driver Air Seat				Std.	Std.
DOT Lighting / Fenders / Rear Mud Flaps / Body and Tailgate Safety Props, ICC Lights				Std.	Std.
Back Up Alarm - 97 dBA				Std.	Std.
Triangle Kit				Std.	Std.
Fire Extinguisher 5 lbs.				Std.	Std.
70 gallon hydraulic oil reservoir, level/temperature Gauge, suction line shut-off valve				Std.	Std.
Transfer case Mounted hydraulic pump				Std.	Std.
Chassis - Options - Single Axle					
Front Bumper - GapVax Manufactured				J0	\$590
TWO Tool Boxes - Stainless Steel, 16" High x 12" Wide x 18" Deep with fold down door - mounted in front bumper				I26c	\$2,400
Allison Automatic Transmission 10-Bolt PTO Upgrade for Auto Trans - Used with Options D0a and D0b and Water Recirculation (model 890). J1a or J1b Required with Allison Transmission				J1b	\$2,500
Tow Hooks Front - Relocated				J3	\$375
Tow Hooks Rear - Relocated				J4	\$375
Metal Mud Flaps in Front of Rear Tires				J12	\$345
Remote Lube for Boom Lift and Rotation - See E6, J18, M32				E6	\$2,545
Remote Lube of Tailgate Lift Components and Tailgate Locks - See E6, J18, M32				J18	\$2,740
Stainless Steel Dump Apron / Pan on Rear Bumper				J22	\$2,250
Upgraded Auto Lube System-May require other options-May not include every point-See E6, J18, M32				M32	\$7,995
Re-Program Allison Automatic Transmission				J30	\$1,175
Passenger Air Seat ILO Std.				J60*	\$660
Upgrade to Aluminum Wheels ILO Std.				J84* - Tan	\$2,750
Heated Mirrors ILO Std.				J86*	\$848
Power Mirrors ILO Std.				J87*	\$1,060
Diff Lock				J83* - Sin	\$882
Western Star 62K (66K actual) Chassis or Similar ILO Base - May Change Some Standard Chassis Features				J98W1 - Tan	\$4,000
2014 Chassis Model Year Update				J99-14	\$9,500
2015 Chassis Model Year Update				J99-15	\$13,500
2016 Chassis Model Year Update				J99-16	\$17,500
2017 Chassis Model Year Update				J99-17	\$22,500
2018 Chassis Model Year Update				J99-18	\$27,500.00
Section A - Debris Body Options					
3/16" ASTM A-572 Grade 50 Exten High Strength Steel Debris Tank				Std.	Std.
					See option A20 and K20 for upgrade to 1/4" exten and epoxy coating.

GapVax MC Series Combination Jet / Vacuum Machine					Ver: 1.0
Sales Proposal for: Farmington, Mi					Date: 11/28/18
Pricing Effective September 1, 2015					Oakland County Contract ID 004011
Presented by: MTech					
SINGLE AXLE MC 1005	Option	List Price		List Price	
	Number	AVAILABLE	Qty.	SELECTED	Waterford, MI
Customer to Specify Color	Options				Comments
Dual 10" Stainless Steel Float Balls Shut off in Debris Tank	Std.	Std.			
Top loading material backed debris deflection body inlet cannon with 8" cleanout on top	Std.	Std.			
Basket to hold 25' fire hose without need to disconnect curbside front	Std.	Std.			
Full opening rear tailgate with stainless steel "sure seal" rod and solid core gasket	Std.	Std.			
Four (4) adjustable hydraulic rear door locks with individual dedicated hydraulic cylinders	Std.	Std.			
Dual (2) tailgate hydraulic lift cylinders - open/close	Std.	Std.			
Front Mounted hoist cylinder, 55,000 lbs. capacity, power up and down	Std.	Std.			
Cam-Loc Fittings for Drain Hoses (per set) 6" - Includes Flanges	Std.	Std.			
Debris Body Baffle Plate - Required with HX Package or High Flow CFM Blower	Std.	Std.			
Debris Body Flush Out System. Standard Jet style = 6 jets to the rear, 2 fans to the front, two jets toward float balls	A1	\$1,780	1	\$1,780	
Drain Valve - Rear Door - 6" Knife with 15' of lay flat hose (for tailgate basket, add Option I20)	A2a	\$745	1	\$745	
Level Indicator - Float Type / Mounted on Rear Door with External Pointer	A3	\$560	1	\$560	Required with Advanced System ACS-01
Filter Screens-Interior for Pump Off and Drain Valve (flange, elbow, screen)	A11	\$560	1	\$560	For gravity
Upgrade Filter Screens-Interior for Pump Off and Drain Valve (flange, elbow, screen) to Stainless-Requires A11	A11*	\$400	1	\$400	Upgrade A11 to SS
Splash Shield - Rear Door	A13	\$770	1	\$770	Will be upgraded with J22 and A13 for new bolt SS Style
Stainless Steel 3/16" Tank Material ILO Std. (PRICED PER CUBIC YARD - TEN YEAR WARRANTY) (FET APPLIES IF APPLICABLE)	A17	\$1,960	5	\$9,800	Check Qty.
Stainless Steel 1/4" Tank Material ILO Std. (PRICED PER CUBIC YARD - TWENTY YEAR WARRANTY) (FET APPLIES IF APPLICABLE)	A17*	\$2,175			Check Qty.
Purge Valve at Gravity Drain Valve (1-1/4" Ball Valve)	A18	\$345			
1/4" Exten A-572 Grade 50 Tank Material ILO Std. (PRICED PER CUBIC YARD - FIVE YEAR WARRANTY) (FET APPLIES IF APPLICABLE)	A20	\$345			Check Qty.
Ladder to Inspection Port Curbside Up to Cannon Area	A21	\$1,915	1	\$1,915	
Fold Down Ladder Mounted Over Tube Tray (Lower Section Only - From Ground to Tube Tray) Requires A21	A21b	\$950	1	\$950	
Decant Valve Mounted 1/2 way up - 6" SS Knife Valve with cylinder style pneumatic actuator	A24c	\$3,140			
Three (3) tie-off anchors on top of body 6' apart	A33	\$320	1	\$320	
Stainless Steel Cyclone ILO Std.	A97*	\$5,925			
Debris Tank Gravity Drain off - Side Behind Passenger Door (chassis dependent). 3" maximum diameter	A98*	\$3,080			
Sight Tube for Clean Water in Debris Tank - Weld 1" Nipple w/ Ball Valve on Decant with Tube to Top	A*	\$400			
6" Tee Inside of Tailgate w/ Cam Cap for Use of Tank Interconnect with 24" Standpipe	A**	\$550			
Section B - Water Tank Options					
Unitized, cylindrical water tank 3/16" ASTM A240 type 304L stainless steel with full sub-frame	Std.	Std.			
4" Anti-Siphon Ring with Four Each 2.5" Holes	Std.	Std.			
Water Tank Level Sight Tube on Curb Side - Clear Plastic Hose	Std.	Std.			
2" Drain Valve at bottom of water tank	Std.	Std.			
3" Fill Line with 2-1/2" Fire Hose Connection - Curbside	Std.	Std.			
3" Water Strainer with stainless steel screen on water tank fill line	Std.	Std.			
3" Supply line to water pump to be mounted at rear of tank and as low as point possible	Std.	Std.			
Tank Inter-Connect with Debris Tank (must also select A2)	B3	\$1,250	1	\$1,250	This allows both tanks to contain full water.
Stainless Steel 1/4" Tank Material ILO Std. - Up to 1500 gal - When 1/4" SS debris tank is also selected	B7a	\$2,529			Check Qty.
Stainless Steel 1/4" Tank Material ILO Std. - Up to 1500 gal - When 3/16" SS or Carbon Steel debris tank is also selected	B7b	\$4,529			Check Qty.
Additional 3" Filter at Tank Fill (3" Y-Strainer) 40 Mesh Stainless Steel Screen - Option B3 is required	B10	\$1,100	1	\$1,100	
Baffles in Water Tank - Non Corroding (Not available on 500 & 750 Gallon Water Tanks) - Baffles are Not Standard	B23	\$940		\$940	
Stainless Steel Water Lines ILO of Std. - Not All Lines Included	B96	\$2,000	1	\$2,000	

GapVax MC Series Combination Jet / Vacuum Machine					Ver: 1.0
Sales Proposal for: Farmington, Mi					Date: 11/28/18
Pricing Effective September 1, 2015					Oakland County Contract ID 004011
Presented by: MTech					
SINGLE AXLE MC 1005 Customer to Specify Color	Option	List Price	List Price		
	Number	AVAILABLE Options	SELECTED Waterford, MI	Qty.	Comments
Section C - Vacuum System Options					
True 8" diameter vacuum system	Std.	Std.			
Three (3) Vacuum Relief Valves set to crack at 16" Hg	Std.	Std.			
Discharge silencer w/ rain cap and bottom drain	Std.	Std.			
Centrifugal Cyclone Separator with 20" Chamber with Full Opening Clean-Out Door	Std.	Std.			
Vacuum pump driven via Transfer Case	Std.	Std.			
Rotary Lobe Positive Displacement Vacuum Pump 3,500 CFM & 16" Hg	Std.	Std.			
Noise and vibration dampening mounts on transfer case and vacuum pump	Std.	Std.			
Stainless Steel Vee-Wire Filter Screen at Blower Inlet with Full Opening Clean-Out Door	Std.	Std.			
Vacuum Relief Valve, 6" Air Operated, Externally Mounted, Controlled from Operator Panel	Std.	Std.			
Upgrade Cyclone Assembly (including the involute, 20" hopper & door, EZ Decon top, and vortex finder to Stainless Steel	C5	\$5,900			
Upgrade to Rotary Lobe Positive Displacement Vacuum Pump to 4,500 CFM and 18" Hg	C8	\$11,465	1	\$11,465	See option C8 for upgrade to 18"/4500cfm min
Vacuum Dry Ability - Add Wet Ring to Vacuum	C99*	\$875			
Section D - Water Pump System Options					
Adjustable Low Pressure Water Spray Gun w/50' x 1/2" Hose and Quick Connects, 800 PSI MAX	Std.	Std.			
80 GPM / 2,000 PSI Direct Drive Triplex Water Pump Equipped with Pressure Regulator & Drain Valves	Std.	Std.			See option D3b for upgrade to General brand 80/2500
Pump Drain Valves (Lifters)	Std.	Std.			
Low Point Drain Valves	Std.	Std.			
Multi-Flow - Shaft Drive Water Pumps (MSUV Regulator)	Std.	Std.			
Water Pump Drive: Direct from PTO via Drive Shaft	Std.	Std.			
Air Purge System for MC Jet System	Std.	Std.			
Valve Before 3" Strainer	Std.	Std.			
Giant Series Water Pump Rated 80 GPM @ 2000 PSI ILO Std.	D1a	\$2,940			GapVax Note:
General Water Pump Rated 80 GPM @ 2000 PSI ILO Std.	D1b	\$0			
Giant Water Pump Rated 80 GPM @ 2500 PSI	D3a	\$3,550	1	\$3,550	
General Water Pump Rated 80 GPM @ 2500 PSI	D3b	\$610			
3,000 PSI Adjustable Water Spray Gun ILO Standard 800 PSI Max and Regulator (includes additional upgrades for increased pressure requirements)	D4	\$1,400	1	\$1,400	
Adjustable Regulator & Gauge for Side Gun Reel Mounted at Reel (PSI may not be adjustable below 1K)	D4*	\$882			
50' x 1/2" Hand Gun Reel, Retractable w/ 50' x 1/2" Hose - See D25 for 100' option	D7	\$1,170	1	\$1,170	
MC Cold Weather Recirculation via Automatic Transmission	D21	\$1,010	1	\$1,010	
100' x 1/2" Hand Gun Reel, Retractable w/100' x 1/2" Hose ILO Std.	D25	\$1,650			
10 GPM @ 2,500 PSI Hydraulic Drive Pump for Hydro-Excavation - Hose reel not included	D27a	\$13,000			
5.5 GPM @ 4,000 PSI Hydraulic Drive Pump for Hydro-Excavation - Hose reel not included	D27b	\$13,000			
6.6 GPM @ 3,625 PSI Hydraulic Drive Pump for Hydro-Excavation - Hose reel not included	D27c	\$13,000			
8.2 GPM @ 2,900 PSI Hydraulic Drive Pump for Hydro-Excavation - Hose reel not included	D27d	\$13,000			
12.8 GPM @ 2,175 PSI Hydraulic Drive Pump for Hydro-Excavation - Hose Reel Not Included	D27e	\$13,000			
Glycol Injection System - HX System	D28	\$745			
Hydro-Excavating Lance with Turbo Nozzle	D40a	\$450			
Hydro-Excavating Lance with Triple Head	D40b	\$750	1	\$750	Use 1/2" tubing
5' Extension for Hydro-Excavating Nozzle	D40c	\$150	2	\$300	One at 3' and one at 5'
8" x 5' Aluminum Vacuum Tube w/ Hydro-Excavating Ring	D41	\$1,250			
Section E - Boom Options					
8" Front Mounted telescoping tube-in-tube boom - inside is true 8" - Up/Down, In/Out, Right/Left	Std.	Std.			

GapVax MC Series Combination Jet / Vacuum Machine					Ver: 1.0
Sales Proposal for: Farmington, Mi					Date: 11/28/18
Pricing Effective September 1, 2015					Oakland County Contract ID 004011
Presented by: MTech					
	Option	List Price		List Price	
	Number	AVAILABLE		SELECTED	
SINGLE AXLE MC 1005	Number	Options	Qty.	Waterford, MI	Comments
Customer to Specify Color					
Nine (9) foot telescoping extension - 26' reach from center of truck	Std.	Std.			
180 degree power rotation via direct hydraulic gear (worm) drive with manual override	Std.	Std.			
Dual lift cylinders	Std.	Std.			
Cab protection rack	Std.	Std.			
9" Rubber Connector Hose at Articulation Bearing	Std.	Std.			
3/16" Steel Boom Elbow	Std.	Std.			
Boom Docking Station	Std.	Std.			
3/16" Heavy Duty Boom Elbow w/ 6" Formed Channel Radius	E7	\$1,090			
Stainless Steel Cannon ILO Steel	E99*	\$2,500			
Section F- Hose Reel Options					
Front chassis frame mounted hose reel with 180 degrees pivot arc articulation toward the curb side	Std.	Std.			
Manual telescoping sewer hose level wind	Std.	Std.			
800' hose reel capacity of 1" hose powered via hydraulic motor & gear box mounted directly to the reel frame	Std.	Std.			
1-1/2" Heavy duty swivel joint on hose reel spool for water, rated to 4000 PSI and 120 gpm working pressure	Std.	Std.			
Footage Counter on Level Wind - Counts hose deployed rather than rotations of the wheel	F1	\$742	1	\$742	
GapVax Reel-Count Digital Footage Counter	F1c	\$3,060			Optional for Advanced System ACS-01
Angle Adapter for Manual Level Wind	F2	\$175			
Automatic Hose Level Wind	F11	\$7,030	1		
Interior Hose Expansion Ribs - Highly Recommended for 600' of Hose or More	F13	\$530	1	\$530	
Section G- Controls, Gauges, Accessories Options					
Cab Mounted Control Panel for Blower, Water Pump, and Hydraulics	Std.	Std.			
Operator control panel is housed in a weather proof, sealed box rated to NEMA 4 standards	Std.	Std.			
Operator control panel includes: Light, reel speed and direction control, reel articulation control (band brake release), engine tachometer, water pressure gauge, hydraulic pressure gauge, vacuum gauge, electric engine throttle, water pump hour meter, blower hour meter, vacuum relief switch, joy stick for boom control, de-energize water pressure and relieve vacuum switch. Features may change based on options selected.	Std.	Std.			
3 Function Remote Pendant with Minimum of 25 Feet of Cable - Up/Down, In/Out, Left/Right for the Boom	Std.	Std.			
Emergency stop de-energize water flow valve and break vacuum	Std.	Std.			
If Automatic Transmission - Interlock for Throttle Control	Std.	Std.			
Water Control System - G2B	G2	\$5,475	1	\$5,475	
Low Water Level Display on Control Panel & Low Water/Water Pressure Off/Return to Tank	G3c	\$935	1	\$935	Required with Advanced System ACS-01
High Level Debris Light & Alarm - Auto Blower Relief (Requires A3)	G4	\$665	1	\$665	Required with Advanced System ACS-01
Blower Temp Gauge Wired to Air Operated Vacuum Relief	G6	\$530	1	\$530	Required with Advanced System ACS-01
Body "Up" Light in Cab - Consult with Dealer on Transmission Lock	G14	\$770			Required with Advanced System ACS-01
Rear Door "Up" Light in Cab - Consult with Dealer on Transmission Lock	G15	\$770			Required with Advanced System ACS-01
Boom "Up" Light in Cab - Consult with Dealer on Transmission Lock	G16	\$770			Required with Advanced System ACS-01
Wireless Remote Control with Remote Vacuum, RPM, Boom Movement	G21a	\$5,665	1	\$5,665	Required with Advanced System ACS-01
Advanced Electronical Control System	ACS-01	\$9,500			
Advanced Electronic Control System - Proportional Hydraulics	ACS-02	\$3,000			
Section H - Lighting Options					
Strobe Beacon Light - Front	H1	\$585	1	\$585	
Strobe Beacon Light - Rear	H2	\$585	1	\$585	
Addition Strobe Light Front or Rear (ea.) Add	H3	\$295			
(1) Boom Work Light - Standard	H5	\$605	1	\$605	
(1) Rear Work Light - Standard	H6	\$455	1	\$455	

GapVax MC Series Combination Jet / Vacuum Machine				Ver: 1.0	
Sales Proposal for: Farmington, MI				Date: 11/28/18	
Pricing Effective September 1, 2015				Oakland County Contract ID 004011	
Presented by: MTech				List Price	List Price
				AVAILABLE	SELECTED
				Options	Waterford, MI
				Qty.	Comments
SINGLE AXLE MC 1005					
Customer to Specify Color					
(1) Side of Truck / Pump Compartment Work Light	H7	\$455	1	\$455	
Three Additional Work Light - Boom, Rear, Pump Compartment (Per Pair) Must Match with H5 or H6 or H7	H8c	\$290	1	\$290	
Upgrade to LED Work Lights Add (Per Pair) Must Have H5, H6, H7, and must have option H8 - Three Pair	H9f	\$480	1	\$480	
Hand Spot Light w/25' Cord	H10	\$345			
Hand Spot Light w/25' Cord and Retractable Reel	H11	\$425			
Go-Light LED Cordless Rechargeable Work Light - Dual Hi/Low Modes	H38	\$595			
Truck-Lite LED. Stop, Turn, and Tail Lights (cab not included)	H13	\$445	1	\$445	
Truck-Lite LED. Running (Marker) Lights (cab not included)	H14	\$905	1	\$905	
Upgrade Stop/Tail/Turn Light Box to Polished Stainless Steel	H37	\$610	1	\$610	
Traffic Advisor - Straight - LED - 72" Wide	H17	\$3,776			
Traffic Advisor - Arrow Style - LED - 72" Wide	H29	\$7,049			
Traffic Advisor - Straight - LED - 44" Wide	H22	\$2,350	1	\$2,350	
Traffic Advisor - Arrow Style - LED - 44" Wide	H22*	\$3,327			
Whelen ION Super LED Flashers (non-synchronized), 2 on each side front @ 45 degrees, 2 on each side middle @ 45 degrees, 4 on each side rear (1 on side, 1 @ 45 degrees, 2 on rear), total quantity of 16 light heads, all light heads to be mounted with the 4" width horizontal	H15	\$5,000	1		
Rear LED Flashers (4 single)	H18	\$1,275			
Rear LED Flashers (8 single)	H23	\$3,350			
Rear Duplex Super LED Flashers (8 double)	H26	\$6,010			
Center LED Flashers (4 single)	H24	\$2,020			
Front LED Flashers (4 single)	H25	\$2,020			
Section I - Storage, Tool Boxes, Enclosure Options					
Check Qty.					
Tool Box - Steel, 30" Wide x 18" Tall x 24" Deep	Std.	Std.			
Two (2) Galvanized Steel Tube Trays Mounted over SINGLE axles / tires - 7-1/2 ft. long	Std.	Std.			
Two (2) Galvanized Steel Tube Trays Mounted over TANDEM axles / tires - 10 ft. long	Std.	Std.			
Tool Box - Aluminum, 36" Wide x 18" Tall x 24" Deep	I3a	\$950			
Tool Box - Stainless Steel, 36" Wide x 18" Tall x 24" Deep	I3b	\$1,590			
Tool Box - Aluminum, - 72" Wide x 24" High x 28" Deep (consult factory)	I4b	\$2,530			
Tool Box - Stainless Steel, - 72" Wide x 24" High x 28" Deep (consult factory)	I4c	\$3,400	1	\$3,400	
Tool Box - Aluminum, - 96" Wide x 24" High x 28" Deep (consult factory)	I5b	\$3,005			
Tool Box - Stainless Steel, - 96" Wide x 24" High x 28" Deep (consult factory)	I5c	\$4,400			
Tool Box - Aluminum - 24" Wide x 30" High x 50" Deep - In Rack	I5e*	\$2,000			
Tool Box - Stainless Steel - 24" Wide x 30" High x 50" Deep - In Rack	I5f*	\$2,650			
Upgrade Std. Tool Box 30" Wide x 24" Tall x 24" Deep to Aluminum	I6c	\$450			
Upgrade Std. Tool Box 30" Wide x 24" Tall x 24" Deep to Stainless Steel	I6d	\$900	1	\$900	
Upgrade Std. Tool Box 36" Wide x 24" Tall x 24" Deep to Aluminum	I6e	\$530			
Upgrade Std. Tool Box 36" Wide x 24" Tall x 24" Deep to Stainless Steel	I6f	\$950			
Tool Box - Aluminum, 36" Wide x 24" Tall x 24" Deep	I7b	\$1,250			
Tool Box - Stainless Steel, 36" Wide x 24" High x 24" Deep	I7c	\$1,650			
Tool Box - Aluminum, 30" Wide x 24" Tall x 24" Deep	I8b	\$1,125			
Tool Box - Stainless Steel, 30" Wide x 24" High x 24" Deep	I8c	\$1,600			
Tool Box - Aluminum, 48" Wide x 24" Tall x 24" Deep	I9b	\$1,500			
Tool Box - Stainless Steel, 48" Wide x 24" High x 24" Deep	I9c	\$2,250			
Traffic Cone Holder	I14	\$185	1	\$185	
Wheel Chock Holder	I16	\$250			
Nozzle Rack - 6 Nozzles, 1"	I17	\$190	1	\$190	
Rear Drain Hose Rack for 6" Layflat hose	I20	\$185	1	\$185	
Upgrade Tube Trays to Polished Stainless Steel	I22	\$3,060	1		GapVax Note: Includes upgrade to SS if J16 metal mud flaps selected

GapVax MC Series Combination Jet / Vacuum Machine				Ver: 1.0	
Sales Proposal for: Farmington, Mi				Date: 11/28/18	
Pricing Effective September 1, 2015				Oakland County Contract ID 004011	
Presented by: MTech				Option	List Price
				AVAILABLE	SELECTED
				Number	Options Qty. Waterford, MI
SINGLE AXLE MC 1005					Comments
Customer to Specify Color					
Section K - Paint Options					
		Std.		Std.	
	Paint body and boom - White	Std.		Std.	
	Paint frame, blower, silencer, boom base - Black	Std.		Std.	GapVax Note:
	Coat Debris Body with Protective Coating - May Be Required for Extended Warranty on Tank	K20		\$6,000	
Section M - Miscellaneous Options					
	25 Feet of Vacuum Tubing:	Std.		Std.	
	* 3 each of 8" x 5'	Std.		Std.	
	* 1 each of 8" x 5' with fluidizer holes	Std.		Std.	
	* 1 each of 8"X5' w/bolt on crown	Std.		Std.	
	* Six 8" tube clamps	Std.		Std.	
	Two Sewer Cleaning Nozzles	Std.		Std.	
	(1) Tiger Tail Hose Guide	Std.		Std.	
	Operations and Maintenance Manual	Std.		Std.	
	In-Field Training - One Day	Std.		Std.	
	Fill Hose 25' x 2 1/2"	M3		\$200	1 \$200
	1" Sewer Hose - 2,500 PSI x 600 ft. Plastic	M8b		\$2,075	1 \$2,075
	1" four wire extender	M26		\$120	1 \$120
	Traffic Cones - 5	M28		\$190	1 \$190
	Back-up Camera System with Color Monitor - Stand Alone System	M29*		\$1,950	1
	Additional Camera for Camera System Each	M29a		\$800	
	Customer Custom Changes - Per Day Labor	M98		\$1,220	
	All Star Nozzle Kit (w/o Warthog) - 1/2"	N1a		\$1,643	
	All Star Nozzle Kit (w/o Warthog) - 1"	N1b		\$2,755	
	Warthog Nozzle - 1/2"	N2a		\$1,483	
	Warthog Nozzle - 1"	N2b		\$1,907	
	Warthog Super Centralizer	N2d		\$300	
	Warthog Descaling Head	N2e		\$400	
	Spider 80 - Chain Cutter - 1 inch	N3		\$2,013	
	Spider 250 - Chain Cutter - 1 Inch	N4		\$2,967	
	Mechanical Root Cutter - 1 Inch	N5		\$1,165	
	Leader Hose 10' x 1"	N6a		\$91	1 \$91
	Boat Nozzle - 1"	N9		\$1,536	
	Fluke Nozzle - 1"	N10		\$982	
	Bulldozer Nozzle - 1"	N11		\$3,821	
	Manhole Lifting Hook	Q1		\$45	1 \$45
	Adjustable Hydrant Wrench	R1		\$34	1 \$34
	Roller Guide Assembly for Upper Manhole	R2		\$451	
	Debris Catcher	R11		\$276	
	Grit Catcher	R12		\$307	
	Vac-Trap	R13		\$318	
	Pole - One Section	R14		\$73	
	Swage Kit - 1 Inch - Machine, Dies, Pusher	S2		\$1,431	
	Swage Kit - 1/2 Inch - Machine, Dies, Pusher	S4		\$1,325	
	(1) Tiger Tail Hose Guide - One is standard	T1		\$48	1 \$48
	Tube Handle - 8 Inch - 176-U189	T2		\$159	
	Clamp - Debris Tube	T3		\$37	

GapVax MC Series Combination Jet / Vacuum Machine				Ver: 1.0		
Sales Proposal for: Farmington, Mi				Date: 11/28/18		
Pricing Effective September 1, 2015				Oakland County Contract ID 004011		
Presented by: MTech				List Price	List Price	
				AVAILABLE	SELECTED	
				Option	Waterford, MI	
				Number	Options	
				Qty.	Comments	
SINGLE AXLE MC 1005						
Customer to Specify Color						
Aluminum Tube - Intake Tube - With Flanges on Both ends - 8" X 60"				T6	\$196	
Aluminum Tube - Intake Tube - With Flanges on Both ends - 8" X 72"				T7	\$207	
Aluminum Tube - Intake Tube - With Flanges on Both ends - 8" X 84"				T7a	\$227	
Aluminum Tube - Intake Tube - With Flanges on Both ends - 8" X 96"				T7b	\$247	
Aluminum Tube - Intake Tube - With Flanges on Both ends - 8" X 108"				T7c	\$267	
Aluminum Tube - Intake Tube - With Flanges on Both ends - 8" X 120"				T7d	\$287	
Aluminum Tube - Intake Tube - With Flanges on Both ends - 8" X 180"				T8	\$371	
Easement Machine				W1	\$27,135	
Easement Machine Tracks - Fits Over Wheels 11" Wide				W2	\$5,500	
Easement Machine Fixed Tracks System 9" Wide				W3	\$8,000	
Easement Machine Expanded Wheels or Tracks 35" to 46"				W4	\$4,300	
Easement Machine Auto Level Wind				W5	\$3,800	
Easement Machine Trailer with Electronic Brakes and Tool Box				W6	\$7,000	
Easement Machine Dual Wheel Kit				W7	\$900	
Easement Machine Manual Outriggers (Each)				W8	\$250	
Non Published Add-Ons						
Air Ride Suspension				W*	\$4,000	1
Totals						
Base Unit List Price with Chassis						\$293,787
Options List Price						\$115,960
						\$409,747
Total List Price						
OC Discount Percent						5%
OC Discount Dollars - (enter as a negative)						(\$20,487)
Net Price After Discount						\$389,259
Less: Trade-In (enter as a negative)						\$0
Net Price After Discount and Trade-In						\$389,259



777 DOHENY COURT
PO BOX 609
NORTHVILLE MI 48167
t 248.349.0904
f 248.349.2774

For: City of Farmington
Department of Public Works
33720 Nine Mile Rd.
Farmington, MI 48335

Date: December 17, 2018

Attn: Mr. Chuck Eudy, Supt.
Email: ceudy@farmgov.com

Phone: 248-473-7250
Quote ID: 12335

RE: Proposal Summary for New 2019 Freightliner 4x2 Vactor Combination Sewer and Catch Basin Cleaner

WE ARE PLEASED TO SUBMIT THIS SUMMARY QUOTATION FOR THE EQUIPMENT LISTED BELOW:

One (1) New Model Vactor Combination Sewer Cleaner per attached Vactor-Sourcewell Build-Quote Configurator Contract #122017-FSC, Contract Holder - Federal Signal Corporation:

Vactor Model 2110i824-RDB-70A Base Module / Options Total:	\$ 311,353.00
Vactor Module / Options 3% Contract Discount:	(9,340.59)
Total Net Vactor Module w-Options Total:	\$ 302,012.41
JDC Supplied 2019 Freightliner FL114SD, 4x2, Cummins ISL-9 / 3000RDS:	\$ 92,228.00
Freight / Delivery / Training FOB Farmington, MI:	\$ 3,700.00
Total Net Vactor Module w-Options Mounted on Vactor Approved Chassis:	\$ 397,940.00

Lead-Time Order, Build & Delivery 180 days

This quotation becomes a contract for payment and delivery of the merchandise listed above
ONLY when signed by the customer or one of its officers.

Customer: City of Farmington, Michigan

By: _____

Date: _____


David R. Snyder – 248-939-3223
Jack Doheny Companies, Inc.



Date: December 17, 2018

Customer: City of Farmington

Address: 33720 W. Nine Mile Rd

City, State, Zip Farmington, MI 48335

Phone: 248-473-7250

Email: ceudy@farmgov.com

Attn: Mr. Chuck Eudy, Superintendent - Public Works Dept.

Prepared By: David Snyder

Contract #: 122017-FSC Contract Holder - Federal Signal Corporation

Quote ID: 12335

		List	Selected
2110P-18	2100i PD, 18" Vacuum, 10 yrd Debris, Combo	\$ 237,214	\$ 237,214

Debris Body Options

020PSTD	Double Acting Hoist Cylinder	STD	STD
026PSTD	Ex-Ten Steel Cylindrical Debris Tank	STD	STD
045PSTD	Suction Tube Storage - 4 Pipe	STD	STD
1001PSTD	Flat Rear Door w/Hydraulic Locks	STD	STD
1005PSTD	Dual Stainless Steel Float Shut Off System	STD	STD
1024PSTD	Debris Body Vacuum Relief System	STD	STD
1031PSTD	Debris Deflector Plate	STD	STD
1032PSTD	48" Dump Height	STD	STD
2023PSTD	Liquid Float Level Indicator	STD	STD
1003P	Debris Body Washout	\$ 1,472	\$ 1,472
3021P	Debris Body Level Indicator	\$ 878	\$ 878
1005PA	S.S Float Ball Cage for Float Shut Off System	\$ 557	\$ 557
1008P	6" Rear Door Knife Valve w/Camlock, 3:00 position	\$ 1,210	\$ 1,210
1008PB	6" Rear Door Drain Port w/Fixed Basket Screen, 6:00	\$ 573	\$ 573
1008PC	Stainless Steel Standpipe and Screen for 6:00 Port	\$ 1,019	\$ 1,019
1008PF	6" Door Knife Valve, Camlock, Air Actuated & Basket Screen,	\$ 2,075	\$ 2,075
1014PA	Centrifugal Separators (Cyclones), 304 Stainless Steel	\$ 6,639	\$ 6,639
1015P	Folding Pipe Rack, Curbside	\$ 1,021	\$ 1,021
1022P	Rear Door Splash Shield	\$ 1,499	\$ 1,499
1023P	Lube Manifold	\$ 2,225	\$ 2,225
1023PA	Plastic Lube Chart	\$ 61	\$ 61

Boom and Vacuum Options

014PSTD	Electric/Hydraulic Four Way Boom	STD	STD
019PSTD	Intuitouch Electronic Package	STD	STD
016PSTD	Color Coded Sealed Electrical System	STD	STD

018PSTD	Remote Pendant Control With 35' Cord	STD	STD
1016PSTD	SS Microstrainer Prior to Blower	STD	STD
4010PSTD	Boom Hose Storage, Post	STD	STD
6017PSTD	Hydraulic Shutoff Valves	STD	STD
7007PSTD	Tachometer & Hourmeter/Blower	STD	STD
S390ASTD	20' x 7" Vacuum Flange Pipe Package, 7" x 8" Reducer	STD	STD
3015PA	Hot Shift Blower Drive for Automatic Transmission	\$ 1,450	\$ 1,450
3017P	Blower High Temp Safety Shutdown	\$ 521	\$ 521
4016P	Rapid Deployment Boom - 10' Telescoping 15' Hose Payout	\$ 19,900	\$ 19,900
4006PSTD	Front Joystick Boom Control	STD	STD
4011PB	Bellypack Wireless Controls, including hose reel controls	\$ 3,032	\$ 3,032
4013P	Rotatable Boom Inlet Hose	\$ 567	\$ 567

Water System Options

2014PSTD	1000 Gallons STD (10 yrd units)	STD	STD
5003PA	70 GPM/3000 PSI	STD	STD
030PSTD	Flexible Hose Guide	STD	STD
032PSTD	(3) Nozzles with Carbide Inserts w/Rack	STD	STD
2022PSTD	Additional Water Tank Sight Gauge	STD	STD
5010PSTD	Rodder System Accumulator	STD	STD
5011PSTD	3" Y-Strainer @ Water Pump w/3" Drain Valve	STD	STD
5015PSTD	Midship Handgun Coupling and High-Pressure Washdown	STD	STD
5022PSTD	Side Mounted Water Pump	STD	STD
6007PSTD	Hose Reel Manual Hyd Extend/Retract	STD	STD
6009PSTD	Hose Reel Chain Cover	STD	STD
6020PBSTD	Hydraulic Extending 15", Rotating Hose Reel 800' Capacity	STD	STD
2001PSTD	Low Water Light w/Alarm and Water Pump Flow Indicator	STD	STD
2006P	Air Purge	\$ 1,273	\$ 1,273
3019PSTD	Digital Water Pressure Gauge	STD	STD
3020P	Digital Water Level Indicator	\$ 667	\$ 667
5008PB	Cold Weather Recirculator, 25 GPM for Automatic	\$ 1,688	\$ 1,688
5015P	Handgun Couplers, Front and Rear	\$ 599	\$ 599
6014P	High Pressure Hose Reel	\$ 1,423	\$ 1,423
5021PC	Hydro Excavation Kit - Lances, Nozzles, Storage, Tube	\$ 3,748	\$ 3,748
5029P	Cyclone Washout System	\$ 486	\$ 486
6002PB3	600' x 1" Piranha Sewer Hose 3000 PSI	\$ 1,227	\$ 1,227
6004PB	Hose Wind Guide, Auto, Indexing, includes Pinch-Roller	\$ 5,106	\$ 5,106
6005PDSTD	Digital Hose Footage Counter	STD	STD
6019P	Rodder Pump Drain Valves	\$ 489	\$ 489

Lighting Options

8001PB	Rear, Signal Master LED Arrow Stick, 8 Lights	\$ 2,021	\$ 2,021
8002P	Hand Light w/Bumper Plug	\$ 366	\$ 366
8002PA	Hand Held LED Spot Light	\$ 351	\$ 351
8020PH	10 Light Package, 10 Federal Signal Strobe Lights, LED	\$ 2,116	\$ 2,116
8028P	Worklights (2), LED, Boom	\$ 767	\$ 767

Specialty Systems

9021PSTD	Camera System, Rear Only	STD	STD
9021PA	Camera System, Front and Rear	\$ 617	\$ 617

Tool Storage Options

010PSTD	48w x 22h x 24d Curbside Toolbox	STD	STD
9023PA	Safety Cone Storage Rack - Post Style	\$ 160	\$ 160
9070PA	Toolbox, Front Bumper Mounted, 16 x 12 x 18	\$ 1,938	\$ 1,938
9071PE	Toolbox, Behind Cab - 16w 30h x 96d	\$ 3,092	\$ 3,092
9074PA	Toolbox, Driver Side Subframe, 18w x 24h x 24d	\$ 1,306	\$ 1,306

Paint

P110STD	Module Paint, DuPont Imron Elite - Wet on Wet	STD	STD
	Module, Boom, and Hose Reel Painted - Demo Blue		
	Chassis Painted - White		
	Vactor 2100 Plus Body Decal - Multi Color		

Chassis

FL - 114SD	Freightliner 114SD 370HP Cummins Single Axle Automatic	Cost \$ 92,228	Cost \$ 92,228.00
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Chassis Options

011PSTD	Aluminum Fenders	STD	STD
012PSTD	Mud Flaps	STD	STD
7001PSTD	Tachometer/Chassis Engine w/Hourmeter	STD	STD
7003PSTD	Water Pump Hour Meter	STD	STD
7004PSTD	PTO Hour Meter	STD	STD
8000PSTD	Circuit Breakers	STD	STD
8025PSTD	LED Lights, Clearance, Back-up, Stop, Tail & Turn	STD	STD
9002PSTD	Tow Hooks, Front	STD	STD
9002PSTD	Tow Hooks, Rear	STD	STD
9003PSTD	Electronic Back-Up Alarm	STD	STD
S560STD	Emergency Flare Kit	STD	STD
S590STD	Fire Extinguisher 5 Lbs.	STD	STD

Sourcewell Build-Quote Summary:

Module/Options Total:	\$ 311,353.00
Options Sourcewell Discount 3%:	\$ 9,340.59
Module/Options Total per Sourcewell Price Schedule:	\$ 302,012.41
JDC Supplied Chassis:	\$ 92,228.00
Total with Module, Options, and Chassis:	\$ 394,240.00
Freight and PDI:	\$ 2,500.00
Field Training:	\$ 1,200.00
Total:	\$ 397,940.00

Note: This quotation expires in 30 days

Thank you for your consideration of this proposal.

This quotation becomes a contract for delivery and payment of the merchandise listed above only when signed by the customer or one of its officers.

Customer: City of Farmington, Michigan _____

By: _____

Date: _____

Farmington City Council Staff Report	Council Meeting Date: January 22, 2019	Item Number 7C
Submitted by: Charles Eudy, Superintendent		
Agenda Topic: Consideration to adopt “Stormwater Management” ordinance		
Proposed Motion: 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.		
Background: <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 and the Code Enforcement Officer under the supervision of the Director of Economic & Community Development will be responsible for enforcement of the ordinance.</p>		
Materials: “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:

**Farmington City Council
Staff Report**

**Council Meeting
Date:**
January 22, 2019

**Item
Number
7D**

Submitted by:

Charles Eudy, Superintendent

Agenda Topic

Consideration to Approve Payment for Meter Replacement Program.

Proposed Motion:

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

Background:

Fiscal Year 2018-19 budget allocated funds to install 325 residential water meters. Additional installations may be added at a cost of \$64.00 each. SLC Meter is willing to conduct additional meter installations beyond the 325 included in their quote.

At the August 20, 2018 Council meeting, approval was granted for SLC Meter, LLC of Pontiac, Michigan to proceed with the electronic water meter replacement program east of Gill Road not to exceed \$27,200.

The attached invoices are for the installation of City provided water meters completed through January 25, 2019, the charges are for installation only. During this time SLC staff installed 333 meters. SLC will provide a final invoice for meters installed later this month which will complete the program.

It is fiscally vital to conduct meter replacements to accurately record water sales. The new meters will also reduce the wages and equipment fees in future water meter reading cycles.

SLC Meter Service has conducted residential meter replacements at all homes north of Grand River, Floral Park, Chatham Hills and east of Gill Road. Approximately 1800 meters have replaced in the four projects.

Materials:

SLC Meter Invoice # 253079

Invoice

Remit Payments to:
SLC Meter, L.L.C.
595 Bradford
Pontiac, MI 48341

Ph. 1-800-433-4332
www.slcmeterllc.com

Date	Invoice #
1/3/2019	253079

Bill To
FARMINGTON CITY 33720 W.NINE MILE RD. FARMINGTON, MI 48334

Ship To
CITY OF FARMINGTON DPW 33720 W NINE MILE RD. FARMINGTON, MI 48354 ATTN: JOSH

Rep	S.O. No.	P.O. No.	Terms	Job Name
JFT			Net 30	FARMINGTON INS...

Item	Description	Prev. Inv	B/O	Invoiced	Rate	Amount
1/INSTALL	FIELD SERVICE: 3/4" OR 1" WATER METER / RADIO REPLACEMENT AT VARIOUS LOCATIONS WITHIN THE CITY WATER DISTRICT FROM 11/27/2018 to 12/11/2018			110	64.00	7,040.00
1/INSTALL	FIELD SERVICE: 3/4" OR 1" WATER METER / RADIO REPLACEMENT AT VARIOUS LOCATIONS WITHIN THE CITY WATER DISTRICT FROM 12/12/2018 to 12/26/2018			108	64.00	6,912.00
1/INSTALL	FIELD SERVICE: 3/4" OR 1" WATER METER / RADIO REPLACEMENT AT VARIOUS LOCATIONS WITHIN THE CITY WATER DISTRICT FROM 12/27/2018 to 01/10/2019			98	64.00	6,272.00
1/INSTALL	FIELD SERVICE: 3/4" OR 1" WATER METER / RADIO REPLACEMENT AT VARIOUS LOCATIONS WITHIN THE CITY WATER DISTRICT FROM 01/11/2019 to 01/25/2019			17	64.00	1,088.00

Thank you for your business!
SLC Meter accepts credit cards and E-Checks.
1.5% Monthly finance charge on all accounts 30 days past invoice date. Acceptance of these items constitutes a 35% restocking fee on all returns.
No returns of special order items or after 60 days or without prior written authorization.

Total \$21,312.00

Payments/Credits \$0.00

A credit memo shall be issued to your account for any returns or discrepancies.
For full terms of sales please go to Terms & Conditions of sale:
www.slcmeter.com/documents/termsfuse.php

Balance Due \$21,312.00

Farmington City Council Staff Report	Council Meeting Date: January 22, 2019	Item Number 7E
Submitted by: Kevin Christiansen, Economic & Community Development Director		
Agenda Topic: Review and Consideration of 2019 Recreation Master Plan (Revised 2016 Plan) and Resolution Approving Plan		
Proposed Motion: Move to approve the resolution to Adopt 2019 Recreation Master Plan		
<p>Background:</p> <p>In addition to meeting the requirement that a community address the topic of Recreation as part of its Master Plan for Land Use, preparation of a formal Recreation Master Plan give the City the ability to submit requests for various recreation-based grants—most notably here in Michigan for grants from the Michigan Natural Resources Trust Fund (MNRTF). As part of its application process, the MNRTF requires that a formal 5-year Recreation Plan be on file with it, and that the plan has been subject of appropriate public input, including a formal public hearing, and has been adopted by the “governing body” of the community.</p> <p>The Planning Commission discussed and reviewed the attached City of Farmington 2019 Recreation Master Plan (revised 2016 plan), and held the required public hearing at their January 14, 2019 meeting. The Commission recommended forwarding the plan to City Council for their review and consideration for adoption.</p> <p>The requested action of City Council, as governing body of the City, is to adopt the resolution to approve the City of Farmington 2019 Recreation Master Plan.</p>		
<p>Materials:</p> <p>City of Farmington 2019 Recreation Master Plan Resolution Adopting City of Farmington 2019 Recreation Master Plan</p>		

**CITY OF FARMINGTON
OAKLAND COUNTY, MICHIGAN**

RESOLUTION NO. XX-XX-XX

**A RESOLUTION OF THE FARMINGTON CITY COUNCIL TO ADOPT 2019-2023
RECREATION MASTER PLAN**

At a regular meeting of the City Council of the City of Farmington, held on the 22nd day of January, 2019 at 7:00 o'clock p.m.

The following resolution was offered by Councilmember _____ and seconded by Councilmember _____.

WHEREAS, the Farmington City Council of the City of Farmington has undertaken a Five Year Parks and Recreation Plan that describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2019 and 2023; and

WHEREAS, the City has followed the process for developing such a plan in accordance with the most recent guidelines of the Department of Natural Resources; and

WHEREAS, a public comment session was held by the Farmington Planning Commission on January 14, 2019 at Farmington City Hall, 23600 Liberty Street, Farmington, Michigan to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, which such opportunity was well-advertised and included reasonable accommodations to allow interested individuals to review the proposed document; and

WHEREAS, the Farmington City Council has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation and/or natural resource conservation needs of the community; and

WHEREAS, after the public hearing, the Farmington Planning Commission recommended that the City Council of the City of Farmington, Oakland County, Michigan, adopt said Recreation Plan.

NOW, THEREFORE BE IT RESOLVED the Farmington City Council of the City of Farmington, Oakland County, Michigan hereby adopts the 2019-2023 City of Farmington Recreation Plan as a guideline for improving recreation for the residents of the City of Farmington.

RESULT:
MOVER:
SECONDER:
AYES:
ABSENT:

RESOLUTION DECLARED ADOPTED JANUARY 22, 2019.

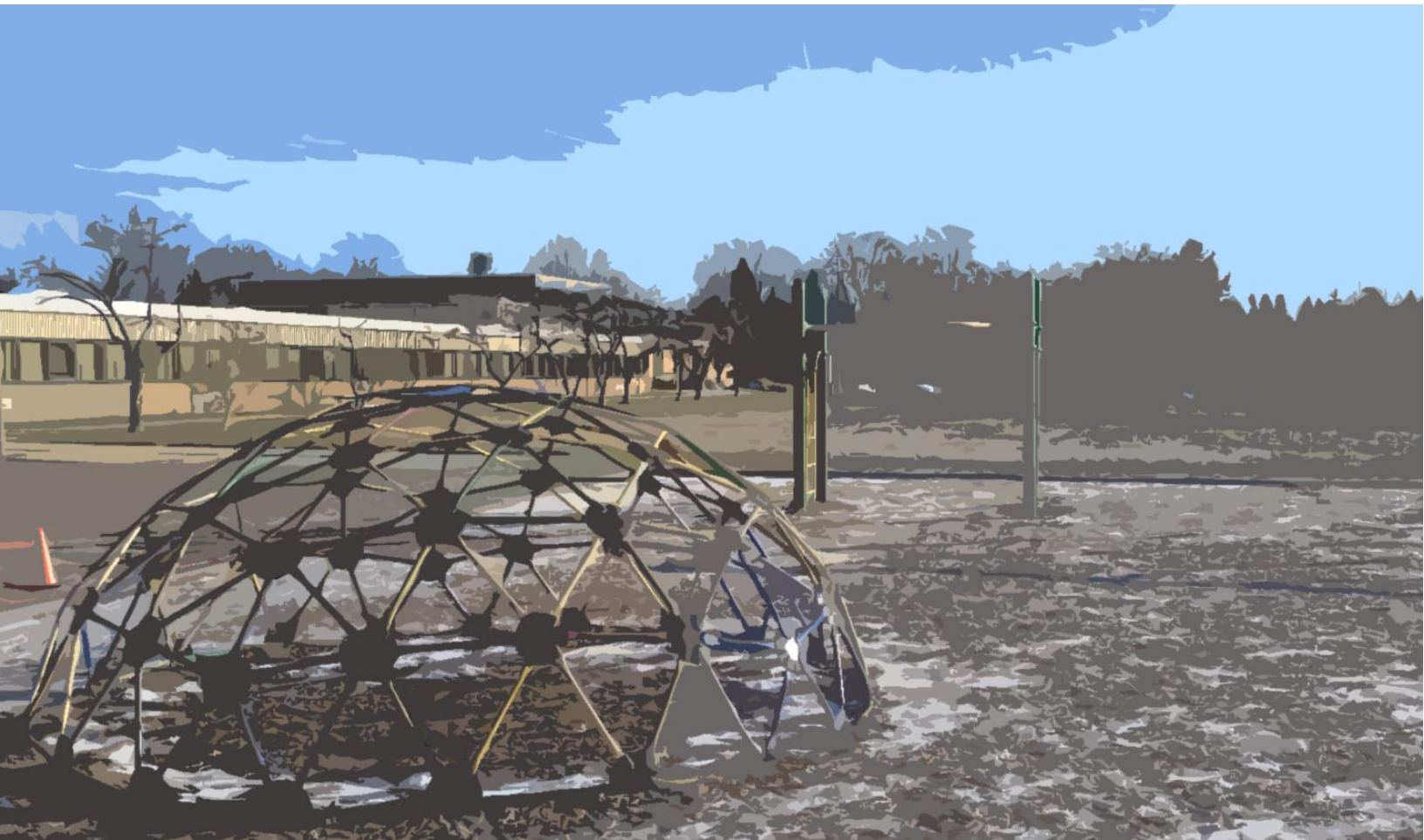
I, Mary J. Mullison, duly authorized City Clerk for the City of Farmington do hereby certify that the foregoing is a true and correct copy of a motion adopted by the Farmington City Council at a regular meeting held on Tuesday, January 22, 2019, in the City of Farmington, Oakland County, Michigan.

Mary J. Mullison, City Clerk

CITY OF FARMINGTON

2019 RECREATION MASTER PLAN





Acknowledgements

Recreation Committee Endorsement:

Planning Commission Endorsement:

City Council Adoption:

City Council

William E. Galvin, Mayor
Steven G. Schneemann, Mayor Pro Tem
Sara Bowman
Grep P. Cowley
Jeffrey Scott

Recreation Master Plan Committee

Councilman Jeff Scott
Commissioner Paul Buyers
Annette Knowles
Micki Skrzycki
Jon Barber

City Staff

Kevin P. Christiansen, Director ECD
David Murphy, City Manager
Lisa McGill

Planning Consultants



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RECREATION MASTER PLAN

The Recreation Master Plan provides guidance for decision-makers for future improvements and development of parks, recreational facilities, and programming which serve Farmington's residents and visitors. In accordance with the State of Michigan's five-year cycle for recreation planning, this 2019 update provides an evaluation of the overall Farmington parks and recreation system to determine where improvements can be made as envisioned by the City. The plan is written in accordance with the Michigan Department of Natural Resources standards and planning principles to:

- Create a plan that guides development that is coordinated, adjusted, harmonious, efficient, and economical and that best promotes public health, safety, morals, order, convenience, prosperity, and general welfare;
- At least every five years, review the plan to determine whether to amend or adopt a new master plan;
- Make careful and comprehensive surveys of present conditions and future growth;
- Consult with representatives of adjacent local units of government to avoid planning conflicts;
- Cooperate with all departments of state and federal governments, and public agencies to seek the maximum coordination of local programs with appropriate agencies.

The Michigan Department of Natural Resources (DNR) provides financial assistance through its recreation grants program to communities within the State of Michigan that want to acquire land for parks and open spaces or that want to develop recreation facilities. To be eligible to apply for grants through the MDNR, a community must have an approved, five-year recreation plan on file with Grants Management of the DNR that meets the eligibility requirements of the Natural Resources Trust Fund Act (Part 19 of 1994 PA 451).

RECREATION PLAN

The last update of the Farmington Recreation Master Plan occurred in 2005. The 2019 update includes an evaluation of parks, facilities and programming to update the City's action plan and determine where future improvements should be made.

Preparation of this recreation master plan (RMP) involved the following parties:

- **Elected officials:** The Farmington City Council provided policy direction and final approval.
- **Appointed officials:**
 - The Farmington Planning Commission provided review of land use plans and capital spending.
 - An ad hoc Recreation Master Plan Update Committee was appointed by City Council.
- **The RCM Committee**, includes representatives from the following organizations/groups:
 - Planning Commission, Zoning Board of Appeals, City of Farmington Hills recreation administration, Farmington Public Schools, Mayor's Youth Council, and two members from the Farmington residential community (one representative and one alternate). A resident of the City of Farmington also participated as an ex-officio member. Members of all of the City's Boards, Commissions and Committees serve on a volunteer basis.
- **City staff:** The City Manager, Assistant City Manager and Director of Economic and Community Development were the primary staff members involved in updating the Master Plan.
- **Public:** The general public was informed by newspaper advertisements and an online announcement of a public hearing to consider the draft Recreation Master Plan.

The planning process followed the State guidelines and resulted in a number of solicited input and public comments. This highly participatory process produced a Plan that reflects the needs and ideas of those who make use of the area's parks and recreation facilities. The planning process followed is outlined below.

2.1 Planning Process

Task One COMMUNITY DESCRIPTION

The process began with an update to the city's physical and social characteristics. These features include location, land use, natural features, and a description of the transportation network as well as population features including age distribution, people with physical disabilities, employment and income.

Task Two RECREATION INVENTORY

The recreation inventory included site visits and written descriptions of recreation facilities in the township including public parks, schools, and private facilities. The information includes acreage, barrier-free accessibility, types of equipment and other descriptions of the physical attributes. A list of other parks that are available to city residents through Oakland County, State of Michigan and neighboring municipalities is also included. Non-public recreation facilities in the township and county are listed as well.

Task Three PUBLIC PARTICIPATION

A public open house was held on March 31st, 2016, to gain input from the general public. In addition, a public hearing was held by the City Council before adoption on May 9th, 2016. See *Appendix B: Public Involvement* for a summary of public comments received.

Upon completion of the analysis, goals and objectives were determined to provide guidance for the development of the Action Program. This created the five-year plan and offers a checklist of what action is to be accomplished, when and where it will occur, who will accomplish it, how much it will cost, and potential funding sources

Task Four ANALYSIS

Based on the data collected from the first three tasks, information was analyzed in accordance with national and state standards and guidelines, local needs, the experience of staff and consultants, the desires of the residents, and potential funding sources.

Task Five ACTION PROGRAM

Upon completion of the analysis, goals and objectives were determined to provide guidance for the development of the Action Program. This created the five-year plan and offers a checklist of what action is to be accomplished, when and where it will occur, who will accomplish it, how much it will cost, and potential funding sources.

Task Six PLAN COMPLETION AND ADOPTION

Once consensus was reached among city officials, a public hearing was held to present the plan and to solicit public input prior to adoption. The Plan was available for public review for one month prior to adoption. Based on public comments, the Plan was revised and the document was adopted by the City Council. See *Appendix D: Adoption and Transmittal Information* for adoption documentation.

2.2 Administrative Structure and Funding

The City of Farmington's Charter does not require a park or a recreation department, nor has the City Council established such departments, preferring to retain the policy making function and leave the administration to the City Manager. Various service delivery alternatives have been employed as the community moved through different phases of development. During the fifties and sixties, the City operated an independent program. After the City of Farmington Hills was chartered in 1973, the two cities operated a combined program under the guidance of a joint recreation commission. Since 1977, the City has purchased program services from the City of Farmington Hills. Residents of Farmington and Farmington Hills are eligible to participate in these jointly funded programs.

As a result of the joint funding of recreation programs and administration by Farmington and Farmington Hills, there is extensive and ongoing consultation between the cities regarding recreation programs, activities and facilities. However, park and facility development and maintenance has continued as a direct responsibility of the City under the direction of the City Manager and the oversight of the City Council.

Other citizen boards are also concerned with policies relating to the parks and recreation department. They are the Arts Commission and the Commission on Aging, both jointly responsible to cities of Farmington and Farmington Hills, and the Historical Commission. The latter is directly responsible for the physical maintenance and program development of the City's historical museum, the Governor Warner Mansion.

The jointly funded recreation program is regularly reviewed by the city administration and annually reviewed by the City's Planning Commission and City Council. These reviews are conducted in addition to the ongoing assessment and utilization reviews performed by the City of Farmington Hills Department of Special Services staff, which administers the recreational programs of both communities.

The budgets of the last several years indicate that the city has maintained an active concern for recreation. *Table 1: Recreation and Cultural Services Budget* below shows the budget history for the past three fiscal years. The figures include both capital and operating expenses, which accounts for the fluctuation from year to year. The recreation services column consists of the service fee paid to Farmington Hills, plus operating supplies and utility fees. The park column includes capital expenses for equipment and facilities plus the personnel costs for ongoing maintenance and supervision.

Table 1: Recreation and Cultural Services Budget					
Description	2013-14 Actual	2014-15 Actual	2015-16 Amended Budget	2015-16 Projected Activity	2016-17 Manager Proposed
Parks	166,519	287,464	372,701	318,928	349,424
Recreation Services	239,991	245,683	261,891	261,356	259,122
Farmer's Market	27,901	44,668	47,569	56,584	52,600
Historical Commission	578	20	2,400	2,900	2,905
Governor Warner Mansion	61,556	48,197	140,939	100,297	137,575
Total Budgeted	496,545	626,032	825,500	740,065	801,626

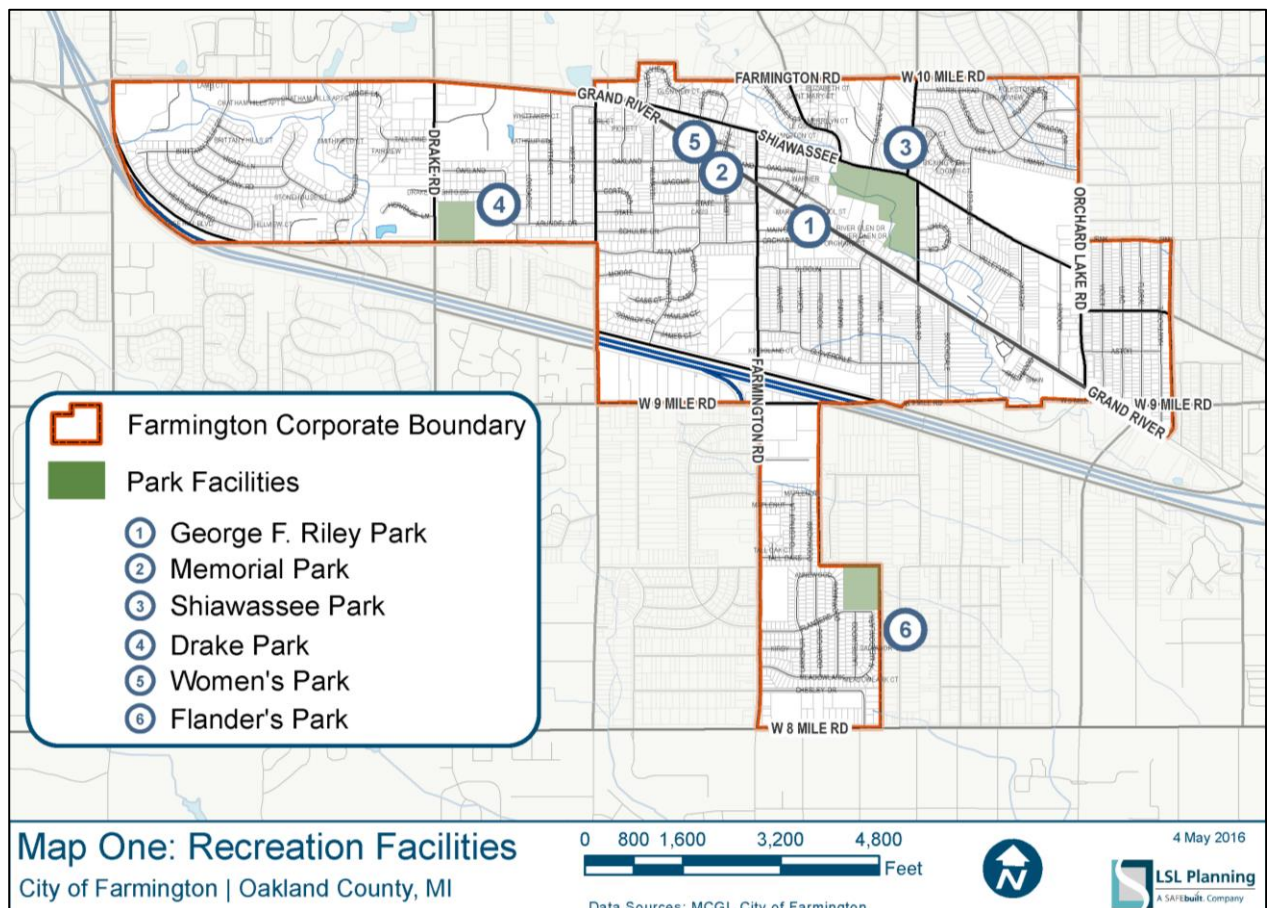
3.0 INVENTORY

A complete inventory of recreation facilities, programs, and events is an essential component of a five year Parks and Recreation Master Plan as it provides a base of information to use in developing the Plan's Action Program. Understanding what facilities, programs, and events are available to Farmington residents will assist decision-making in the future. The inventory covers the following listed components:

- Public Parks and Facilities
- School Parks and Facilities
- Regional Parks and Facilities
- Private Recreation Facilities
- Public Recreation Programs

In addition to local recreational amenities, the City of Farmington is uniquely situated amidst a number of regional parks. There are 5 county parks and 3 state parks within ten miles of Farmington City Hall. Ten miles is an arbitrary figure; another five miles, usually about ten minutes, would include 8 more major parks including some of the City of Detroit and Huron-Clinton Metro Authority.

Within the City of Farmington, all known facilities are listed. Not all the facilities of other municipalities, jurisdictions or organizations are listed. *Map One: Recreation Facilities* displayed below shows the location of the City's six public parks.



3.1 Inventory Process

The following inventory and subsequent analysis were developed using the recommended park classifications and facility guidelines of the Michigan Department of Natural Resources (MDNR) and the National Recreation and Parks Association (NRPA). These guidelines were developed in 1983 and are used to help identify needed recreational facilities in the community. While they provide a baseline for measuring whether existing parks meet community needs, the city should balance these guidelines with other needs evident in the community. Information was gathered based on existing spatial data, field visits, previous plans and public and committee input.

3.2 Public Parks Inventory & Analysis

The following is a barrier free rating and amenities summary of publicly-owned parks in the City, followed by more detailed descriptions of each park by park classification (see Table 3-1 below), recreation amenities, facilities condition, public input and proposed actions for each park's maintenance and condition moving forward.

Table 3-1 NRPA Recommended Classification System for Local Recreation Open Space				
Classification	General Description	Location Criteria	Size Criteria	Acres / 1,000 Population
Mini-Park	Used to address limited, isolated or unique recreational needs.	Less than ¼ mile distance in residential setting.	Between 2500 sq. ft. and one acre in size.	0.25 to 0.5 A
Neighborhood Park	Neighborhood park remains the basic unit of the park system and serves as the recreational and social focus of the neighborhood. Focus is on informal active and passive recreation.	¼- to ½-mile distance and uninterrupted by non-residential roads and other physical barriers.	5 acres is considered minimum size. 5 to 10 acres is optimal.	1.0 to 2.0 A
School-Park	Depending on circumstances, combining parks with school sites can fulfill the space requirements for other classes of parks, such as neighborhood, community, sports complex and special use.	Determined by location of school district property.	Variable-depends on function.	Variable
Community Park	Serves broader purpose than neighborhood park. Focus is on meeting community-based recreation needs, as well as preserving unique landscapes and open spaces.	Determined by the quality and suitability of the site. Usually serves two or more neighborhoods and ½ to 3 mile distance.	As needed to accommodate desired uses. Usually between 30 and 50 acres.	5.0 to 8.0 A

3.3 Barrier Free Accessibility

The passage of the Americans with Disabilities Act of 1990 (ADA) required all areas of public service to have barrier-free accessibility, including parks and recreation facilities. The evaluation of the parks and facilities in Farmington includes an assessment of their barrier-free access. In accordance with the MDNRE standards, facilities were evaluated to determine if persons with limited sight, hearing, mobility and comprehension can safely and independently access and use the park or facility. The evaluation uses a ranking system from 0-5, with lower scores indicating lower levels of accessibility and vice versa.

Accessibility Level

0

The park is completely undeveloped and left in a natural state with no paved surfaces.

1

The park is not accessible to people with a broad range of physical disabilities. This site includes little paved areas and the facilities such as play equipment or picnic areas are not easily accessible.

2

The park is somewhat accessible to people with a broad range of physical disabilities. Either the parking or pathways are paved, but not both. Many of the facilities such as play equipment or picnic areas are not easily accessible.

3

The park is mostly accessible to people with a broad range of physical disabilities. Most of the parking and pathways are paved, some of the facilities such as play equipment or picnic areas are accessible but may not be completely barrier-free.

4

The park is completely accessible to people with a broad range of physical disabilities. Parking areas and pathways are paved, and most of the facilities such as play equipment or picnic areas are easily accessible.

5

The entire park was designed using the principles of universal design, enabling all environments to be usable by everyone, regardless of age, ability, or situation.

BARRIER FREE RATING BY FACILITY

4

DOWNTOWN RILEY PARK – The pavilion and park nested downtown accessible by ADA compliant sidewalks and surrounded by parking lots with only 2 barrier-free spaces in close proximity.

3

SHIAWASSEE PARK – With six barrier-free parking spaces, path access, accessible restrooms and accessible amenities, Shiawassee Park is mostly accessible. With two stair case access points, two bridges, and many facilities not accessible, there is some room for improvement in barrier-free access.

3

WOMEN'S PARK – A pocket park located on the west side of downtown, Women's Park is accessible by sidewalk only. On-street parking is available on Oakland St without barrier-free access. Pathways wind through the park.

2

MEMORIAL PARK – With poor crosswalk access and a prime location across from City Hall, this park could be more connected to the rest of downtown. Sidewalks connect the park along Oakland St and Grand River Ave to Farmington Road, where crosswalks are in place.

2

DRAKE PARK – A paved parking lot with two barrier-free spaces and a pathway that leads to restrooms, tennis courts and ball fields makes this park fairly accessible. However, the condition of the pavement is not great and not all facilities are accessible.

Further Barrier-Free Evaluation:

“The City is committed to establishing an ad-hoc Barrier-Free Evaluation Committee that would include mobility-limited persons to review and assess all new park and recreation development and renovation projects, as well as existing parks and recreation facilities and programs for barrier-free access. The Committee will be assigned a specific staff liaison to assist with administrative matters. Committee members will be appointment by the City Manager”

2005 Recreation Master Plan

Resources:

www.ADA.gov

Michigan DNR Accessible Advisory Council

www.DOWNTOWNFARMINGTON.org





SHIAWASSEE PARK

Located east of City Hall between Shiawassee Street and Grand River, Shiawassee Park is the City’s largest park. This community park is approximately 23.94 acres in size and offers a variety of public amenities. The South Farmington Little League uses the ball fields for many of its regular season games, and reservations at the picnic pavilion can be tricky as the venue is regularly booked up for local community gatherings.

This park remains an integral public resource, however there are several enhancements scheduled. Short-term improvements to the park include a new pedestrian connection between the park and Downtown, new playground equipment, and upgrades to the ball fields. Long term improvements to the park, likely beyond the five year scope of this plan are outlined in the *2015 Downtown Master Plan*. See *Table 5-1* in the Action Program for a detailed list of both shorter and longer term implementation priorities for this park.

At A Glance: Drake Park	
Classification	Community Park
Acres	23.94
Recreation Amenities	Ball fields (4 total, 1 lighted), Tennis courts (2), Soccer field, Playscape, Restrooms, Picnic area with shelter, Pavilion, Fitness court and walking course

Facilities Conditions

- Signage looks worn and outdated.
- Bathrooms are in need of major upgrades or replacement
- Parking areas are insufficient for size and number of spaces
- Dirt in ball fields needs replacement
- Lighting equipment is not energy efficient, is in bad need of upgrade
- Playground structure looks worn and needs updating
- Walking path is in good condition
- Current pavilion is in good condition but does not meet current demand
- Tennis courts are in poor shape and should be replaced or removed
- Landscaping near south ball field is overgrown
- No sidewalk access by ball field 1
- Sitting area for ball games along north side of the park have no barrier- protection between spectators and vehicular traffic
- Stormwater retention is an issue on fields

Public Input

- Connect/extend path to Heritage park
- Connect to downtown (NW corner)
- More parking (NE corner)
- Obtain SF home (NW corner)
- More tennis courts
- More activities
- Connect/extend path along rouge river corridor.
- Increase parking to encourage visits
- Expand the plan to include the sled hill access- preserve
- Splash pad in park
- Keep as natural and simple as possible





Drake Park is located in the western portion of the City, along Drake Road. Abutting Longacre Elementary School to the east, one of the ball fields at this 9-acre neighborhood park is used regularly by the Farmington Cricket Club.

This park offers important amenities to the community, but facilities are substandard and in need of upgrades. There has been discussion of replacing the ball fields at Drake Park in a clover-leaf pattern to better utilize the space, as illustrated in the example aerial below.

As the facilities at Longacre Elementary provide activities for children, improvements at Drake should be focused on the ballfields and parking area. A shared-use facility which could serve as both a storage facility and concessions booth would complement the facilities and potentially provide updated restroom facilities. Lighting and signage are longer-term priorities for improvement. See *Table 5-1* in the Action Program for a detailed list of both shorter and longer term implementation priorities for this park.

At A Glance: Drake Park	
Classification	Neighborhood Park
Acres	9.07
Recreation Amenities	Tennis Courts, Softball fields (2), Baseball field, Public Restrooms

Facilities Conditions	<ul style="list-style-type: none"> ▪ Signage looks worn and outdated ▪ Restrooms are in need of major upgrades or replacement ▪ Dirt in ball fields is in need of replacement ▪ Picnic area is underutilized and inefficient ▪ Swingset is old and deteriorated ▪ Tennis courts are in poor shape and should be replaced or removed ▪ Parking area is in very poor condition and needs major upgrade or replacement ▪ Basketball hoops and netting need replacement ▪ Dumpster on-site needs an enclosure
Public Input (*indicates multiple mentions)	<ul style="list-style-type: none"> ▪ Consider sharing the adjacent space with the school* ▪ Remove the tennis courts* ▪ Please fix the parking lot ▪ We should maintain the ball fields for cricket ▪ This parks needs complimentary activities- not just baseball fields, should also have a small children’s playscape for families ▪ Install a soccer field ▪ The bathroom facilities are in bad need of an upgrade ▪ We like the park ‘as is’



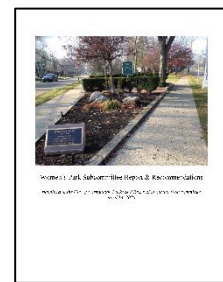
Example of a typical Clover-leaf pattern ball field design.



WOMEN'S PARK

This mini or “pocket” park is located at the southwest corner of Grand River and Oakland Street, just west of Thayer-Rock Funeral Home. Established in 1899 at the suggestion of the Ladies’ Literary Club, this half-acre passive green space offers a peaceful place for gathering and contemplation in the heart of the city’s Historic Downtown District.

During the development of this plan, the Women’s Park Subcommittee used data gathered on current conditions to conduct a community survey, which received over 170 responses and synthesized community input regarding potential improvements to the park. A report with a list of recommendations was subsequently submitted to the Parks & Recreation Master Plan Committee for consideration. Recommendations in the report include the development of a low-maintenance landscaping plan, upgrading and changing the orientation of park benches so they face each other and create “conversation centers”, improved lighting for security, and upgrading park signage to include a sign or marker explaining the park’s historic significance. See *Table 5-1* in the Action Program for a detailed list of both shorter and longer term implementation priorities for this park.



At A Glance: Women’s Park	
Classification	Mini Park
Acres	0.45
Recreation Amenities	Walking path and benches

Facilities Conditions	<ul style="list-style-type: none">▪ Internal pathways are dated▪ Park benches are functional but poorly laid out and in several different styles▪ Space is not laid out in a welcoming way
Public Input	<ul style="list-style-type: none">▪ Remain as a reflective and peaceful place▪ Remain passive, quiet, reflective▪ Plant and label native flowers species



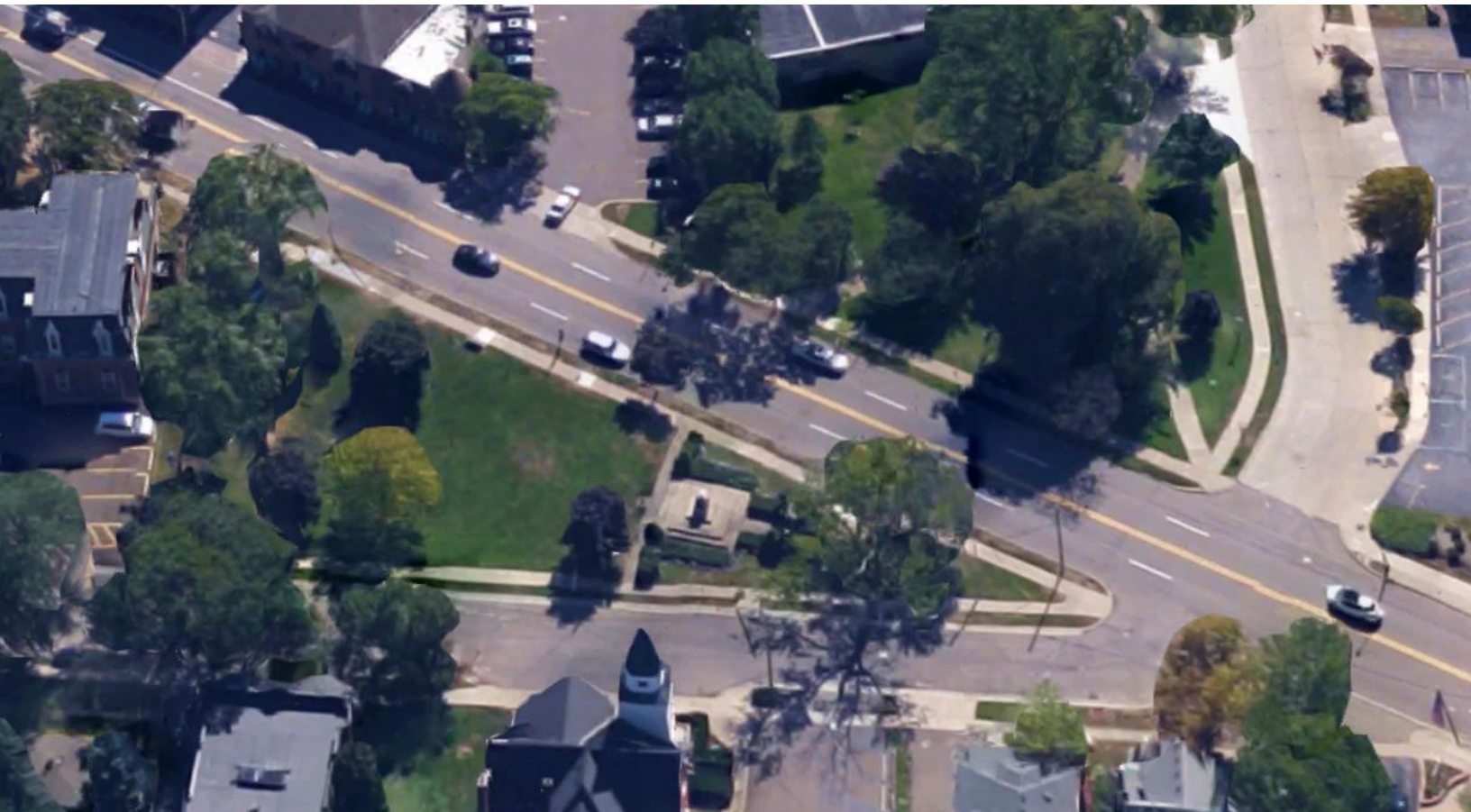


Located across from City Hall at the intersection of Grand River and Oakland, Memorial Park features a war memorial on site that honors veterans from the Civil War, Spanish-American War, and World War I. This mini park was dedicated in 1928, and there has been discussion of including mentions of veterans of more recent wars to the memorial.

The priority improvement for Memorial Park is to provide a crosswalk across Grand River to connect to the City's adjacent green space. See *Table 5-1* in the Action Program for a detailed list of both shorter and longer term implementation priorities for this park.

At A Glance: Memorial Park	
Classification	Mini Park
Acres	0.39
Recreation Amenities	Sidewalk and benches Dog waste bag station

Facilities Conditions	<ul style="list-style-type: none">▪ Plaques are in good condition but do not reflect recent military service efforts.▪ Signage, internal pathways are in need of an upgrade▪ Landscaping is outdated and does not utilize the space well.
Public Input	<ul style="list-style-type: none">▪ No attractions here- this is dead space▪ Shrink Memorial Park▪ Honor all veterans for all U.S. wars, not just the ones currently listed▪ Improve the crosswalk across Grand River Ave to increase pedestrian safety▪ Connect the 9/11 memorial to Memorial Park





DOWNTOWN RILEY PARK

Riley Park and the Walter E. Sundquist Pavilion are centered in the heart of downtown Farmington. The 0.85-acre mini park and pavilion, which opened in 2005, are a year-round gathering place for the Farmington community. More than a decade ago, Walter E. Sundquist, owner of Heeney-Sundquist Funeral Home, stepped forward with a large donation to ensure success of the pavilion. The park was named after George F. Riley who, through The Riley Foundation, donated the funds for its construction. Today, Riley Park and the Sundquist Pavilion is home to the Farmington Farmers & Artisans Market, Rhythmz in Riley Park, Swing Farmington, the Harvest Moon Celebration and, in the winter months, the Riley Park Ice Rink.

See *Table 5-1* in the Action Program for a detailed list of both shorter and longer term implementation priorities for this park.

At A Glance: Riley Park	
Classification	Mini Park
Acres	0.85
Recreational Amenities	Winter ice rink Pavilion Public restrooms Walking paths and benches

Facilities Conditions	<ul style="list-style-type: none">▪ Facilities are relatively new, but maintenance has not kept up with rate of use▪ Sidewalks are in good condition▪ Bathrooms have little privacy during evening hours and are not insulated/year-round
Public Input	<ul style="list-style-type: none">▪ Move the ice rink to Shiawassee Park and open it up to regulation size▪ Improve crosswalk safety across Grand River Ave



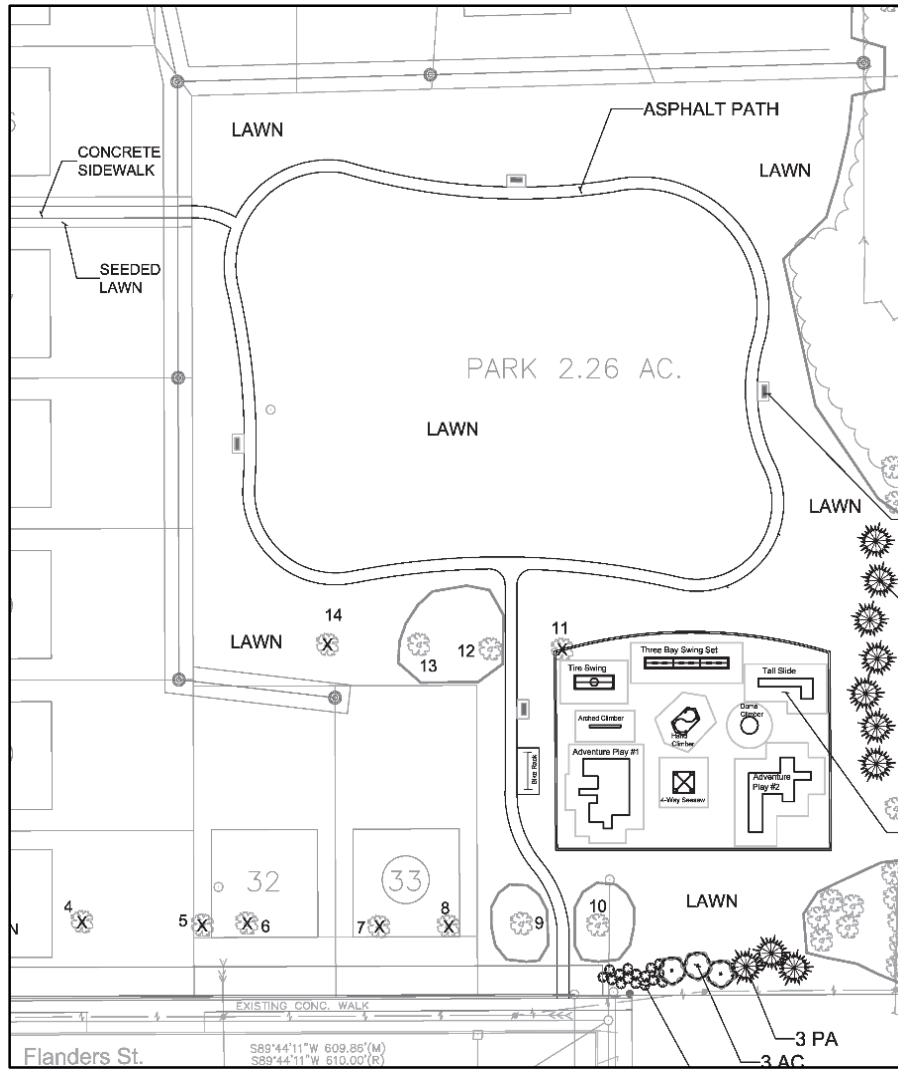


FLANDERS PARK

Located in the southernmost portion of the City, Flanders Park is being created through a public-private partnership. The developer that bought the former site of Flanders Elementary School agreed to integrate this 2.26-acre public park into their residential development. This neighborhood park will serve both new and existing homes, and has a variety of amenities including a fitness path, natural area, landscaping, and a playscape preserved from the former school site. Parking is not provided, as it is intended that neighborhood residents will be the main users.

See *Table 5-1* in the Action Program for a detailed list of both shorter and longer term implementation priorities for this park.

At A Glance: Flanders Park	
Classification	Neighborhood Park
Acres	2.5
Recreational Amenities	Fitness path, playscape, open space area
Facilities Conditions	n/a
Public Input	<ul style="list-style-type: none"> ▪ This park should retain a blend of trees and open space



Groveland Oaks (Groveland Township, Oakland County)
Highland Oaks (Highland Township, Oakland County)
Independence Oaks (Independence Township, Oakland County)
Lyon Oaks (New Hudson, Oakland County)
Orion Oaks (Orion Township, Oakland County)
Red Oaks (Madison Heights, Oakland County)
Rose Oaks (Rose Township, Oakland County)
Springfield Oaks (Springfield Township, Oakland County)
Waterford Oaks (Waterford Township, Oakland County)



MICHIGAN STATE PARKS

There are several Michigan State Parks that provide recreational opportunities to residents of Farmington and the region. These state facilities provide a variety of activities including camping, picnicking, swimming, hunting, fishing, snowmobiling, hiking, cross-country skiing, mountain biking, and horseback riding.

Maybury State Park (Northville)
Dodge #4 State Park (Waterford)

PRIVATE FACILITIES

Farmington Tennis Club	Brookdale Condominium
Racquet Ball Courts of Farmington	Independence Green
Chatham Hills	Fairways of Copper Creek
Drakeshire Apartments	Drakeshire Lanes
Jamestown Apartments	Country Lanes
Chatham Hills Apartments	Beechview Tennis Club
Valley View Condominium	Farmington Gymnastics Center

FARMINGTON HILLS

Heritage Park is located on the west side of Farmington between Ten and Eleven Mile Roads. Currently available at this 211-acre park are 4.5 miles of trails for hiking and nature study. In the winter these trails are used for cross-country skiing, and ski rental is available on weekends. A large picnic area is located at the north end of the park. It includes a group picnic shelter, youth playground, in-ground grills, two volleyball courts, an in-line hockey rink and six horseshoe pits. During the winter, the department maintains the pond near Farmington Road for ice skating. Also located in Heritage Park are the Visitor Center, Day Camp, Nature Center and Studio-stables.

Founders Sports Park is located on the north side of Eight Mile Road, one-quarter mile east of Halsted. It is a 101-acre park with a variety of active recreation facilities including 6 soccer fields, 8 ball fields, 4 volleyball courts, 2 half-court basketball courts, 1 bocce ball court, and 1 shuffle board court.

Olde Town Park is located on the corner of Independence and Waldron Streets. This 3.7 acre neighborhood park features a shelter, two tennis courts, picnic tables, grills and a youth playground.

There are a number of other recreation facilities in Farmington Hills, including the following:

Gill Elementary School
Power Middle School
Costick Center
Jon Grant Community Center
San Marino Golf Course

4.0

BASIS FOR ACTION PROGRAM

An essential task in the recreation planning process is to determine the needs of the City. The previous sections of the plan provide valuable insight into all aspects of parks and recreation system in Farmington. This section of the Plan evaluates the information gathered from previous sections to best understand the needs and priorities for parkland, recreation facilities and programs in the community.

There were several resources incorporated into the analysis. To begin, public input was important in order to understand what residents and those actively involved in recreation considered important priorities and preferences. Next, existing parkland was evaluated in terms its size, location and function. This was followed by an analysis of recreation facilities such as athletic fields, playgrounds and trails. Current recreation programs were then evaluated to best understand future programming needs and opportunities. Finally, to ensure that all perspectives were considered, a number of existing planning documents were reviewed to ensure that the Recreation Action Plan corresponded with the current vision and goals of other related community development efforts.

4.1 Farmington Vision

Farmington recently completed a visioning process that was summarized in the 2013 City of Farmington Vision Plan. The six-month process helped guide the city to create a shared vision.

The City of Farmington fits into its region rather comfortably. It is significantly older and has more people per square mile, but fewer per household, than the regional norms. It is somewhat more affluent, but not with respect to Farmington Hills, the city's partner in recreation program delivery. Because of the public's tendency to cross municipal borders in seeking recreation, there is no strong indication that Farmington's recreation program should be significantly different than those of its neighbors. Farmington should ensure that recreational facilities and transportation are available and suitable to people of all ages and incomes.

GRAND RIVER CORRIDOR PLAN

The Grand River Corridor Study was a joint planning project involving the cities of Farmington and Farmington Hills, whose intent was to improve the appearance, connectivity, and economic competitiveness of the Grand River Corridor. The process incorporated widespread public input in developing a plan for the future of the Grand River Corridor. The plan's goal was to make the area a great place for people to live, work, gather, and navigate easily whether they are walking, biking or driving. This document defines a clear vision of the corridor which communicates the overall development intent for the area to both the public and private sectors. An electronic version of the plan can be found on the City's webpage.



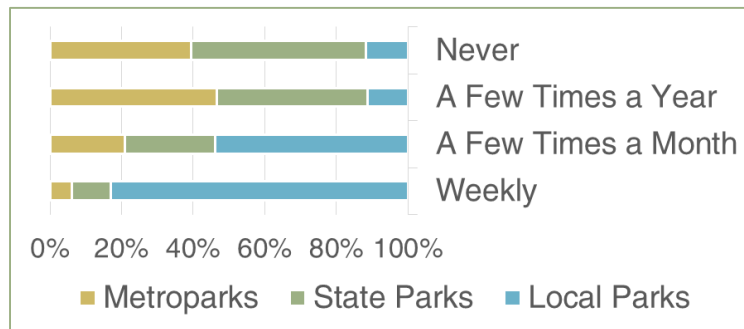
4.2 Public Input

Each plan is unique to reflect a community’s resources, needs, and goals. A community’s goals or vision is perhaps the most important component of a master plan. Those goals should be based upon public surveys, public participation, and/or community consensus. For the purpose of this update, the City of Farmington utilized survey results, a public engagement event, and a stakeholder committee in addition to the state required public hearing process for plan adoption.

The public were informed by a newspaper blurb, social media and the city’s website about an open house which was held on March 31st, 2016, at Farmington High School. Many common ideas were discussed and input for each park was presented by park in *Section 3- Inventory*. Comments were listed with no particular preference or prioritization.

Community Survey Results

The public opinion survey was provided online and on hard copy, distributed attached to resident’s water bills in December 2015, email blasts, posted on the City’s website, and by word of mouth. A total of 192 responses provided input into which types of park facilities visitors frequented most often. The two charts provided summarize usage statistics.



	Response Count	Response Percent
Metroparks		
Weekly	4	3%
A Few Times a Month	24	17%
A Few Times a Year	107	74%
Never	10	7%
Subtotal	145	100%
State Parks		
Weekly	7	5%
A Few Times a Month	28	20%
A Few Times a Year	94	67%
Never	12	9%
Subtotal	141	100%
Local Parks		
Weekly	55	38%
A Few Times a Month	62	42%
A Few Times a Year	26	18%
Never	3	2%
Subtotal	146	100%

Local parks are used frequently by those that responded to the survey, much more frequently than state and metro parks. Nearly 40% said that they use local parks weekly and another 40% use the local parks at least a few times per month. Though not visited as frequently, most participants visit state parks and Metroparks a few times per year showing that they are still a valuable amenity and destination.

Three participants stated that they never use local parks, while ten and twelve each responded that they never use Metroparks and State Parks, respectively.

The survey and more detailed results are provided in *Appendix B- Public Involvement*.

4.3 Parkland and Service Area Analysis

The National Recreation and Park Association (NRPA) provides a recommended park classification system (Appendix C). Each category has its own set of size requirements, service area, and function as follows:

Table 4-2 Public Parkland Acreage Analysis

Park Classification	NRPA Guidelines* (acre/ 1,000 residents)	Existing Acres in Farmington				Recommended Acreage***	Acreage Surplus (Deficit)
		Public	Semi-Public	School	TOTAL		
Mini	0.375	2.48	.61	-	3.09	3.93	(0.84)
Neighborhood	1.75	11.57	11.5	18.00	41.07	18.33	22.74
Community	6.50	23.94	-	43.50	67.44	68.07	(0.63)
Regional	7.50	-	124.97**	-	124.97	78.54	46.43
TOTAL	-	37.99	137.08	61.50	236.57	168.87	67.7

*Source: Lancaster, Roger A., Ed. 1983. Recreation, Park and Open Space Standards and Guidelines. Alexandria, VA:NRPA
 **Glen Oaks, Oakland County Parks, Farmington Hills
 ***Based on 10,472 resident 2014 American Community Survey population estimate

Farmington meets or exceeds the guidelines for park acreage and facilities for each category except Mini Park acreage, basketball and volleyball courts. While deficient in acreage for Mini Parks, Farmington has access to ample parkland in other categories. Basketball and volleyball facilities are provided in Farmington Hills and Livonia.

Table 4-3 Public Park Facility Analysis

Farmington & School Park Facility	NRPA Guideline for Facilities*	Existing Facilities for Farmington			Recommended Facilities for Farmington**	Surplus (Deficiency) Farmington
		Public Park	School	Total		
Tennis	1/ 2,000	4	8	12	5	7
Playground	1/ 3,000	1	3	4	4	0
Baseball/Softball	1/ 5,000	6	5	11	2	9
Basketball	1/ 5,000	-	1	1	2	(1)
Volleyball	1/ 5,000	-	-	0	2	(2)
Soccer	1/ 10,000	-	3	3	1	2
Football	1/ 20,000	-	2	2	.5	1.5
Running Track	1/ 20,000	-	1	1	.5	0.5
Swimming Pool	1/ 20,000	-	1	1	.5	0.5
Golf Course- 9 hole	1/ 25,000	-	-	0	.4	(0.4)
Golf Course- 18 hole	1/ 50,000	-	-	0	.2	(0.2)
Ice rink (seasonal)	1/ 50,000	1	-	1	.2	0.8

*Source: Lancaster, Roger A., Ed. 1983. Recreation, Park and Open Space Standards and Guidelines. Alexandria, VA:NRPA
 Based on 10,472 resident 2014 American Community Survey population estimate

Mini Parks. With three parks classified as mini parks in the City, Farmington has a deficiency of roughly less than one acre based on population standards. The primary purpose of these parks is to provide local playground and open space for residential neighborhoods and are generally under one acre in size. Because of the proximity to neighborhood, community, or regional parks, the need for mini parks could be met by these larger parks. Because this deficiency is so minimal, land acquisition for additional mini park space is not recommended for the City. For purposes of this Plan, the following parks were considered mini parks:

Women's Park
Memorial Park
Downtown Riley Park

Neighborhood Parks. Neighborhood parks are typically multi-purpose facilities that serve as the recreational and social focus of the neighborhood are generally less than ten acres in size. They provide areas for both passive and active recreation activities. Farmington's two neighborhood parks and numerous school facilities provide more than the recommended acreage of neighborhood-scale parks. For purposes of this Plan, the following parks were considered neighborhood parks:

Drake Park
Flander's Park

Community Parks. With almost 70 acres recommended for Farmington, the City has a deficiency of a half-acre of community parkland. Community parks, which are typically over thirty acres in size, contain a wide variety of recreation facilities to meet the diverse needs of Township residents and may include areas for intense active recreation as well as passive recreation opportunities not commonly found in neighborhood parks. Many of these parks serve the immediate neighborhoods around them, serving as both a neighborhood park in addition to a community-wide park. For purposes of this Plan, the following parks and schools were considered community parks:

Shiawassee Park



i.0

ACTION PROGRAM

The 2019 Farmington Recreation Plan has been prepared consistent with and in furtherance of the City’s master and downtown plans. Both plans state the pervasive consensus of the Farmington community for open space, green space and enhancement of the City’s parks and recreation areas. They also specifically address the desirability of community facilities such as recreational, park and civic uses that create an integrated network strongly linked to neighborhoods and the downtown.

This portion of the Plan is the result of a comprehensive effort that began in Sections 3-Inventory and 4-Analysis. The result of the review process begins with the goals and objectives which serve as the foundation for specific recommendations for each of the City’s parks, which can be found in Section 3-Inventory. These statements assist in prioritizing action strategies for the City.

5.1 Overall Goals

To provide a guideline for decision making, the plan includes a list of goals and objectives based on the previous 2005-2009 Parks & Recreation Master Plan, 2015 Downtown Area Plan and 2009 City of Farmington Master Plan, and the results of analysis and public input. The following goals and objectives are intended to provide an operational framework for future decisions related to the provision of parks and recreation for the Farmington. These goals and objectives should be reviewed annually and modified as necessary.

- 1 **GOAL 1** – Retain the existing recreational land.
- 2 **GOAL 2** – Continue to maintain and enhance recreational land, facilities, programs, and services to meet the evolving needs of the residents of the City and its neighboring communities.
- 3 **GOAL 3** – Create nodes in the Downtown to provide better connected public gathering spaces, as well as opportunities for enhanced social interaction.
- 4 **GOAL 4** – Maintain and enhance existing relationships that promotes recreational land, programs and services for all park and recreational facility users.

Downtown Green Spaces

A major development concept calls for expanding the green space areas within the downtown. Green space areas invite pedestrians and give them a feeling of openness and cleanliness, a sense of closeness to nature. The green space areas should also serve as an attraction for suburban residents to venture into downtown via the Plan's pedestrian walkways or links to shop and enjoy the ambiance of the park setting. Greater ease of entry to the downtown and further integration of the subdivisions with the downtown is a priority.

Downtown Master Plan



5.2 Specific Goals and Objectives



1

Retain existing recreational land.

- Coordinate the Action Program with the City's Capital Improvement Program.
- Work with the Planning Commission and City Council to consider parks and recreation in development proposals and City plans and maintain existing park land through zoning requirements.
- Review the Recreation Master Plan annually to establish priorities and responsibilities with the Community Recreation Committee.

Continue to maintain and enhance recreational land, facilities, programs, and services to meet the diverse and evolving needs of the residents of the City and its neighboring communities.

- Improve barrier-free accessibility of the City's park and recreation facilities through accessible pathways and upgrading equipment to meet accessibility standards.
- Pursue the paving of walking trails to improve accessibility.
- Develop a program of signage, lighting, benches, and waste receptacles at all City parks, unique to each park but compatible with other City facilities.
- Maintain and update park equipment and facilities as needed, including playground equipment, hard pavement surfaces, and landscaping.
- Provide additional seating areas at City parks.
- Continue to aggressively explore grants and alternative funding opportunities for improvement projects.



3

Create nodes in the Downtown to provide better connected public gathering spaces, as well as opportunities for enhanced social interaction

- Evaluate potential new park development opportunities for needed and desired active and passive recreation facilities such as athletic fields, dog parks, skate parks, playground equipment, and seating areas.
- Require new development projects to include and develop minimum areas for active and passive recreation to serve future populations.
- Continue to study the feasibility of a new multi-purpose community center and library within City Center.
- Create recreation opportunities that go beyond the traditional team sports such as educational components, individual sporting pursuits, and training/self-improvement courses.
- Maintain open communication with other recreation providers for opportunities to joint venture on larger improvement projects and regional recreation demands.
- Support the acquisition and development of recreation land as a conservation measure to preserve specific natural resources.



4

Maintain and enhance existing relationships that promotes recreational land, programs and services for all park and recreational facility users.

- Coordinate with other recreation providers to prevent duplication of services and avoid competition.
- Monitor recreation programs to ensure they meet the desires of residents and accommodate enrollment figures.
- Monitor the use of athletic fields and park facilities to determine additional needs.
- Evaluate programming fees to create a balance between covering costs while maintaining affordability for area residents.
- Expand senior programs to meet their unique social and recreation interests.

5.3 Specific Recommendations

PARK SPECIFIC

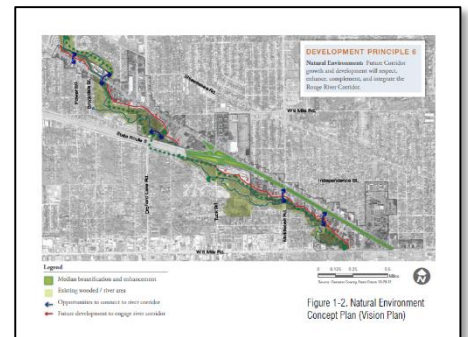
See *Section 3- Inventory* for specific recommendations per park.

UPPER ROUGE RIVER & GRAND RIVER CORRIDOR

The Rouge River winds 127 miles through metro Detroit. Parts of Historic Downtown Farmington, including Shiawassee Park are within the Rouge River watershed. Many visiting the area would not be aware of this resource, as it is quietly hidden. However, several recent planning efforts underscore the potential for enhancing the Grand River Avenue corridor through projects along the Rouge River, including the acquisition of public land for recreational, open space and a non-motorized trail network called the Riverwalk.

The concept of a Riverwalk originated with the 2015 Grand River Corridor Vision Plan, which envisioned a non-motorized trail along the Upper Rouge River extending from Shiawassee Park at the corridor's northern end to the corridor's intersection with 8 Mile Road. Due to certain constraints, this project will proceed first where land, access easements and financial resources are available. The project will be implemented in phases as additional resources are attained.

The City has utilized planning firms and student groups to facilitate several design concepts for how a series of pathways along the river would interact with and enhance the community.



SYSTEM-WIDE RECOMMENDATIONS

Upgrades and improvements to current parks and recreation facilities and services are high priorities to ensure their long-term viability and to meet the goals and guidelines of this Plan. The following items describe system-wide suggestions that should be coordinated each year based on the goals and objectives of the Plan.

DESIGN IMPROVEMENTS

As the park system evolves and each park undergoes its own degree of improvements, it is important to clearly identify park entrances and visually unify the parks so residents are aware the facilities they use are part of Farmington's park system. This includes updates to the current park signage to reflect the City's official logo and can also be accomplished by a set of uniform design themes to be used in the design of lighting, benches, waste receptacles, bike racks, and other amenities that represent Farmington parks.

PROGRAMMING

The City, along with other supporting groups, should continue to offer high-quality recreation programs and events for its residents and should be looking for ways to improve programming. Continued partnership with Farmington Hills remains a priority for residents to maintain the efficient provision of recreation programming to community residents.

STAFFING

The Office of Economic and Community Development needs to annually monitor staffing levels and office facility needs for efficient administration, operation, programming and maintenance of the parks and recreation system.

COMMUNITY INVOLVEMENT & FUNDRAISING

Community involvement is an essential element of recreation planning, including neighborhood support through adopt-a-park beautification programs and neighborhood watch associations to facilitate a feeling of ownership among adjacent residents. Outreach to the business community and service organizations is encouraged for park sponsorships and assistance

LAND ACQUISITION

Although it is a priority to maximize the use of existing facilities, the City should explore opportunities for land acquisition to meet future demands for parkland. This can be accomplished in a variety of ways. The City can develop a public/private partnership with landowners to share use of a facility or promote the re-use of buildings no longer operating. Cooperation with schools, faith-based institutions and other civic groups may present opportunities for land donation, provided favorable arrangements are made such as the City completing certain improvements or maintaining the facilities. The City should target land for acquisition that contains sensitive natural features to ensure their preservation, and areas that are part of larger regional efforts, such as along the Rouge River as per the Grand River Avenue Corridor Plan.

5.4 Five Year Action Program

In the near future, the five-year period of this plan, the city expects to continue conducting its recreational programs through services purchased from the City of Farmington Hills. The experience of the past several years has met expectations and the City Council continues to believe that a joint program is the best available method for providing the highest quality and most varied recreational program for its residents. The city remains responsible for the maintenance of those facilities within its municipal boundaries. Farmington's Recreation Master Plan capital improvement schedule is included here as the following table (cost estimates are subject to project revision, final design and inflation).

Table 5-1 Five Year Action Program on the following pages identifies recommendations in a useable list for the City. This not only keeps the City on track with projects but it also helps to identify funding priorities. There are a number of action items identified during the five year planning period. Some actions are on-going strategies that should be considered on an annual basis to help ensure consistent, quality service of recreation facilities and programs. The key improvement recommendations are centered on the following important components of the park system:

- Expand the City's pathway system
- Upgrade existing park facilities
- Increase the variety of recreational facilities
- Preserve ample open space

Through this planning process, the City identified these elements as the most important priorities because of their ability to address all of the established goals and objectives. In summary, completion of these projects:

- Expand the diversity of recreation facilities offered in the City
- Expand programming opportunities for residents
- Increase access to parks and recreation for all residents
- Ensure high quality park and recreation services and facilities for the residents

Priorities should be reviewed on an annual basis and adjusted to respond to updated findings and identification of funding opportunities. In particular, costs should be closely monitored, as the proposed plan estimates are in 2008 dollars, are based on general assumptions and the cost of constructing similar facilities in the Midwest, and are strictly preliminary. Actual costs for each project will be more specifically determined as site surveys, programming

elements and engineering plans are developed. If funding levels are lower than required to implement the Plan based on the schedule provided, the implementation could be stretched over additional years.

Table 5-1 Five Year Action Program		
Timeline & Projects	<i>Estimated Cost & Primary Funding Source</i>	<i>Comments</i>
2016-2018		
Shiawassee Park Improvements: Initiate access improvements between park and downtown, including switchback and pedestrian bridge.	\$1-2 mi General Fund, DDA	Need to coordinate acquisition of Shiawassee park from Farmington Public Schools. Timeline of improvements in accordance with implementation of Downtown Area Plan.
Drake Park Improvements: Upgrade ball field with new layout, add lighting to large field, upgrade parking area, add dumpster enclosure	\$1 mi General Fund	Need to determine and finalize park layout and facilities design plan.
Women’s Park Improvements:	TBD General Fund, Private Funds	Implement recommendations of Women’s Park Subcommittee report.
Flanders Park Improvements: Implement approved plan for park, including relocation of elementary school playground equipment, landscaping, installation of fitness path and park signage	\$75,000 Private Funds	To be implemented as part of Riverwalk of Farmington.
Memorial Park Improvements:	TBD General Fund, Private Funds	Need to complete updated park improvements plan.
Downtown Riley Park Improvements: Ongoing maintenance,	Variable DDA	Ongoing park and facilities maintenance.
Other activities: Begin Phase 1- Rouge River Trail Plan	TBD General Fund, CIA	To be implemented as part of the Grand River Improvement Authority Corridor Vision
2018-2020		
Shiawassee Park Improvements: Initiate ballpark redesign improvements, add new playground equipment, ongoing maintenance to pavilion, new signage		See above.
Drake Park Improvements: Upgrade public restrooms, add shared-use facility for ball fields		See above.
Longer Term Projects- 2021 and beyond		

Regional Setting

The City of Farmington is located in southeastern Michigan in the southern part of Oakland County. The City is bordered on three sides by the City of Farmington Hills and on the south by the City of Livonia, which is in Wayne County.

The City of Farmington is located in metropolitan Detroit. Being a heavily urbanized region is taken into consideration for all planning, including community planning. As a result of community traditions and significant jointly-operated programs between Farmington and Farmington Hills, many area residents are unaware of geopolitical boundaries.



Socioeconomic Characteristics

The following demographic report provides an understanding of the unique characteristics and qualities of the local population. The following includes an analysis of age, disability, income and employment characteristics together with household trends among city residents. These factors help the City identify current and future needs, allowing the City to assess whether existing facilities are adequate or need additional amenities and improvements for underserved residents.

POPULATION AND HOUSING TRENDS AND PROJECTIONS

Like many Michigan communities, Farmington began as a small community but experienced steady growth until the early 2000's, where populations began a slight decline, in part due to a downturn in the economy. Population and housing trends are summarized in *Table A-1 Population and Housing Trends*.

	Table A-1 Population and Housing Trends				
	2000	2010	% Change 2000-2010	July 2015 Estimate	2040
Population	10,423	10,372	-0.5%	10,900	10,979
Housing Units	4,991	4,959	-1%	4,959	n/a
Household Size	2.13	2.22	4%	2.26	2.34
Source: Southeast Michigan Council of Governments (SEMCOG) 2040 Forecast, 2000 and 2010 US Census					

The most current population estimate is provided by the Southeast Michigan Council of Governments (SEMCOG), which estimates that as of July 2015 there were 10,900 people living in the City of Farmington. This is a slight increase from 2010 figures, while the population is projected to increase slightly over the next 20+ years.

AGE DISTRIBUTION

Our recreational requirements change with age, which results in different facility and programming requirements. Table A-2 Age Distribution shows the age distribution of the City in 2010 and projected for 2040.

It should be noted the most significant change will be the number of residents 65 years of age and older, which is projected to more than double by 2040. This indicates a strong need to plan recreation for seniors, as the baby boomer generation matures and improvements in medical technology help people live longer.

Table A-2 Age Distribution			
Age Group	2010	2040	% Change 2010-2040
Under 5	674	647	-4%
5 to 17	1608	1,607	0%
18 to 34	2210	2224	1%
35 to 64	4,269	3,801	-11%
65+	1611	2700	68%
Source: Southeast Michigan Council of Governments (SEMCOG) 2040 Forecast, 2010 US Census			

EMPLOYMENT AND INCOME

The estimated 2014 unemployment rate was lower in Farmington (7.3%) in Ferndale (10.5%), a comparable city of size and character, and Oakland County (9.1%), but higher than in Farmington Hills (5.9%) .

The Median Household Income in Farmington is \$58,908 per the 2010-2014 American Community Survey Estimates. This is lower than Farmington Hills (\$71,061) and Oakland County (\$66,436), but higher than Ferndale (\$50,590).

Individuals below the poverty level within the City makeup 6.1% of the population (2010-2014 ACS Estimates). This is lower than Farmington Hills (7.9%) and Oakland County (10.4%) and much lower than Ferndale (17.0%).

Physical Characteristics

LAND USE

The land use distribution and development pattern of a community is important when considering the geographic distribution of parks and recreational facilities because they should be placed where there are concentrations of residents and the related places of public gathering. Existing Land Use and Future Land Use maps can be found in the City's planning documents.

Farmington offers a healthy mix of land uses, although single-family residential is the primary developed use in the City. Nearly 5% of land use is categorized as recreation or conservation. Development is compact and diverse and generally offers more land to commercial and institutional uses than comparative communities. The more compact development pattern of Farmington provides an advantage in terms of sustainability and walkability. Downtown

Farmington serves as a distinguishable mixed-use center with retail, entertainment, office and residential uses within a compact walkable area.

TRANSPORTATION

Several major roads service the City. Grand River Avenue is a major east-west corridor through downtown Farmington. Farmington City Hall, which is centrally located in the City, is about five miles from Telegraph Road on the east and I-96 on the south. I-696 is about three miles north and I-275 about three miles west. The M-5 Freeway runs through the City and Eight Mile Road is on the southern border.

Because of the excellent highway system, most sections of the metropolitan area are readily available to Farmington's residents. Since the opening of the Walter Reuther Freeway, I-696, even the far east side is less than an hour's drive. A number of specialized facilities provide professional sports, popular music and various other events year round. Similarly, people from other communities utilize Farmington's parks and patronize commercial recreational facilities in the City. Compact, walkable development allows for residents and visitors to frequent parks by walking and biking.

NATURAL FEATURES

The Great Lakes are the dominant physical resource in the region and a number of inland lakes reinforce the popularity of water sports and water-based activities. Lake St. Clair, the Detroit River and Lake Erie are all within an hour's drive and attract boaters, swimmers and fishermen. Farmington is about 25 miles from Lakes St. Clair and Erie, and most of the Detroit River is somewhat closer. The area to the west, from southwest to northwest, offers a variety of environments: hilly, wooded, agricultural, suburban, small towns, lakes and rivers.

The Upper Rouge River flows from Farmington Hills southward through the north and eastern portions of the City. The River valley is a distinct topographic feature that contributes to Farmington's unique character. The northern segment of the River's floodplain is occupied by parkland (Shiawassee Park). In addition, Farmington has several contiguous wooded areas, which combined, provide a continuous natural habitat that forms a natural wildlife link throughout the City.



APPENDIX B: PUBLIC INVOLVEMENT

The process to develop the Farmington Parks and Recreation Master Plan involved a series of public meetings for the purpose of obtaining comments on needed and desired park and programming improvements, discussion of comments received is included throughout the plan. The community of Farmington has many organized groups and clubs that provided input into this process.

Public Meeting

Two public meetings were held as part of the public involvement process, the first on March 31st, 2016 and the second on May 9th, 2016, to provide residents the opportunity to provide input on the plan. The meetings consisted of an open house workshop at Farmington High and a presentation of the draft plan followed by a discussion on improvements to individual parks in the City amongst the Recreation Committee.

Community Survey

A community-wide survey was conducted online and on hard copy, utilizing contacts with Farmington Public Schools, attached to resident's water bills, email blasts and the City's website. Throughout the planning process over 192 surveys were completed. See below for a detailed breakdown of responses.

Public Review Period

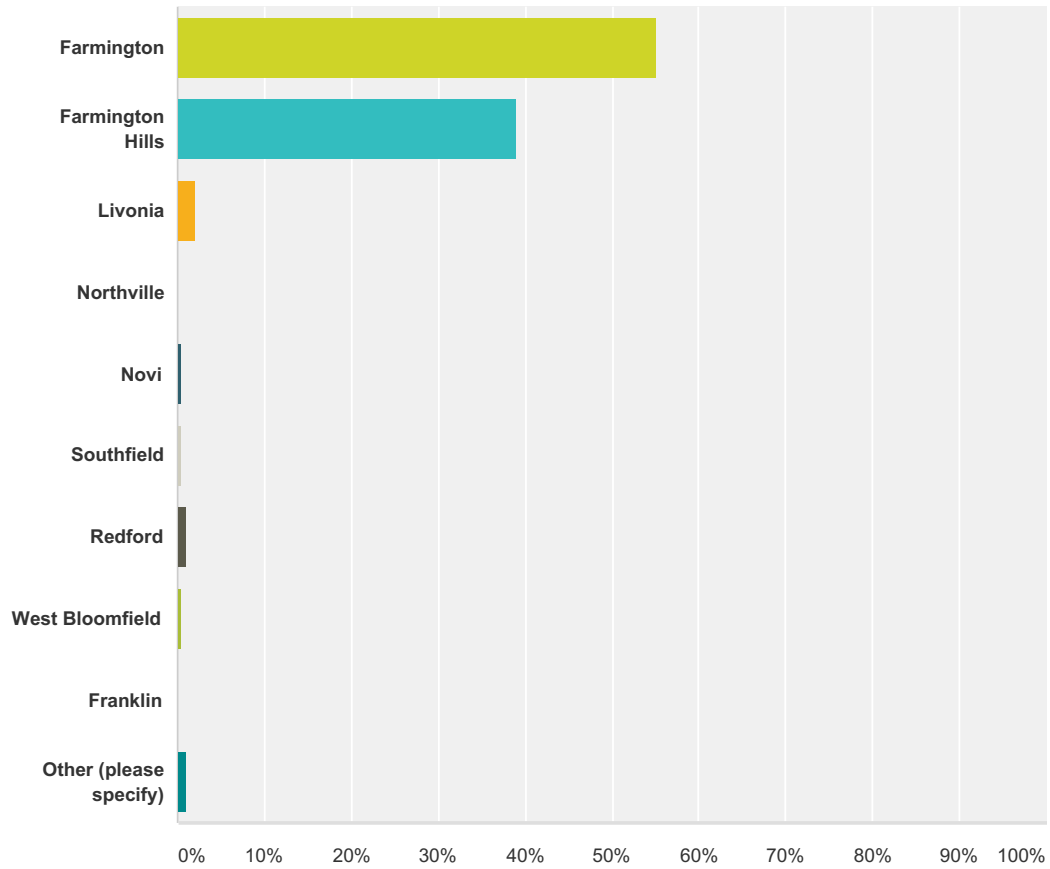
Public Hearing

[insert online survey data]

Farmington Parks and Rec Survey

Q1 Where do you live?

Answered: 192 Skipped: 0

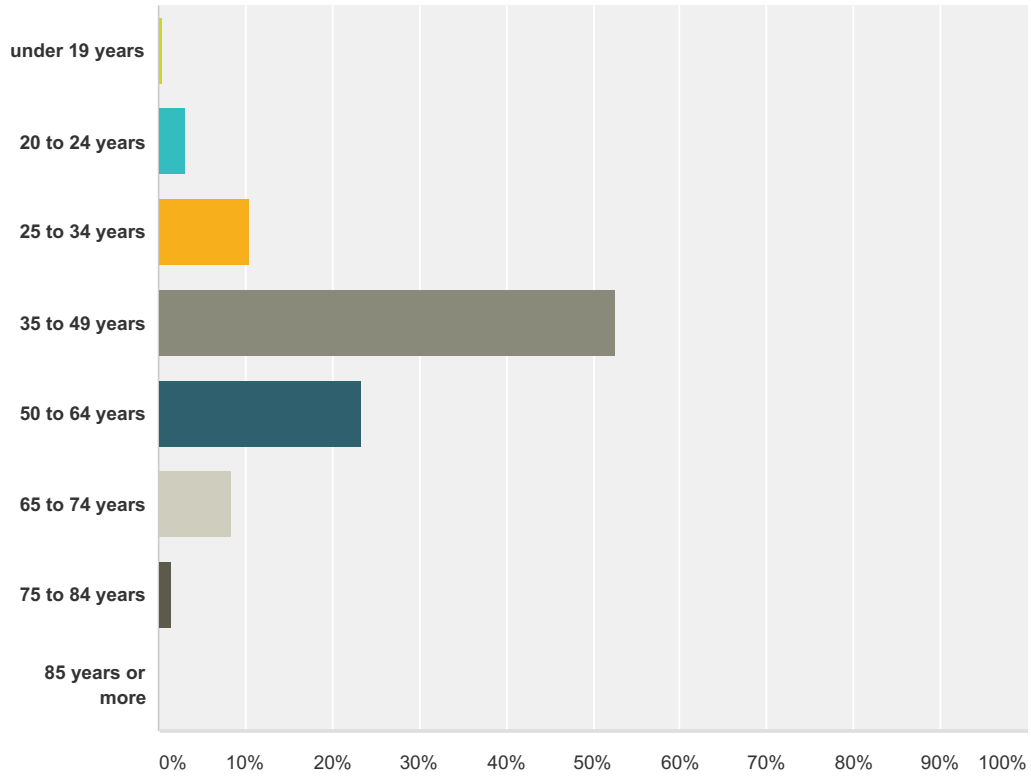


Answer Choices	Responses	
Farmington	55.21%	106
Farmington Hills	39.06%	75
Livonia	2.08%	4
Northville	0.00%	0
Novi	0.52%	1
Southfield	0.52%	1
Redford	1.04%	2
West Bloomfield	0.52%	1
Franklin	0.00%	0
Other (please specify)	1.04%	2
Total		192

#	Other (please specify)	Date
1	Battle Creek, Michigan	3/3/2016 8:07 PM

Q2 What is your age?

Answered: 192 Skipped: 0

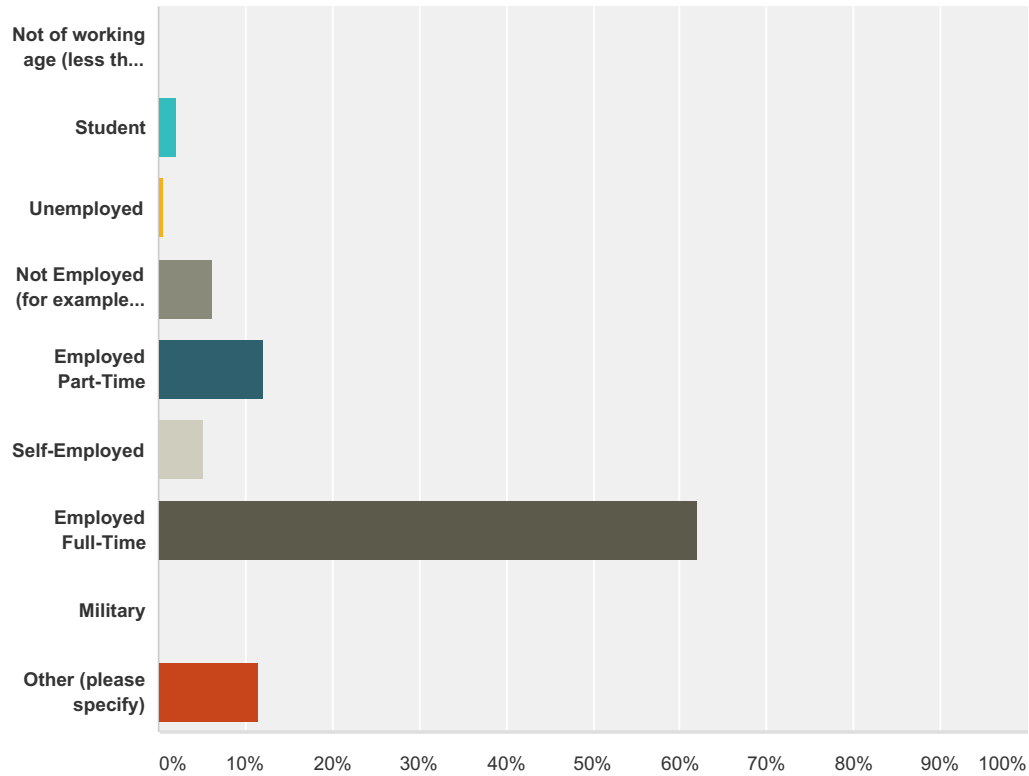


Answer Choices	Responses
under 19 years	0.52% 1
20 to 24 years	3.13% 6
25 to 34 years	10.42% 20
35 to 49 years	52.60% 101
50 to 64 years	23.44% 45
65 to 74 years	8.33% 16
75 to 84 years	1.56% 3
85 years or more	0.00% 0
Total	192

Q3 What is your occupational status?

Answered: 190 Skipped: 2

Farmington Parks and Rec Survey



Answer Choices	Responses
Not of working age (less than 16 years old)	0.00% 0
Student	2.11% 4
Unemployed	0.53% 1
Not Employed (for example: stay-at-home parent, disabled, etc.)	6.32% 12
Employed Part-Time	12.11% 23
Self-Employed	5.26% 10
Employed Full-Time	62.11% 118
Military	0.00% 0
Other (please specify)	11.58% 22
Total	190

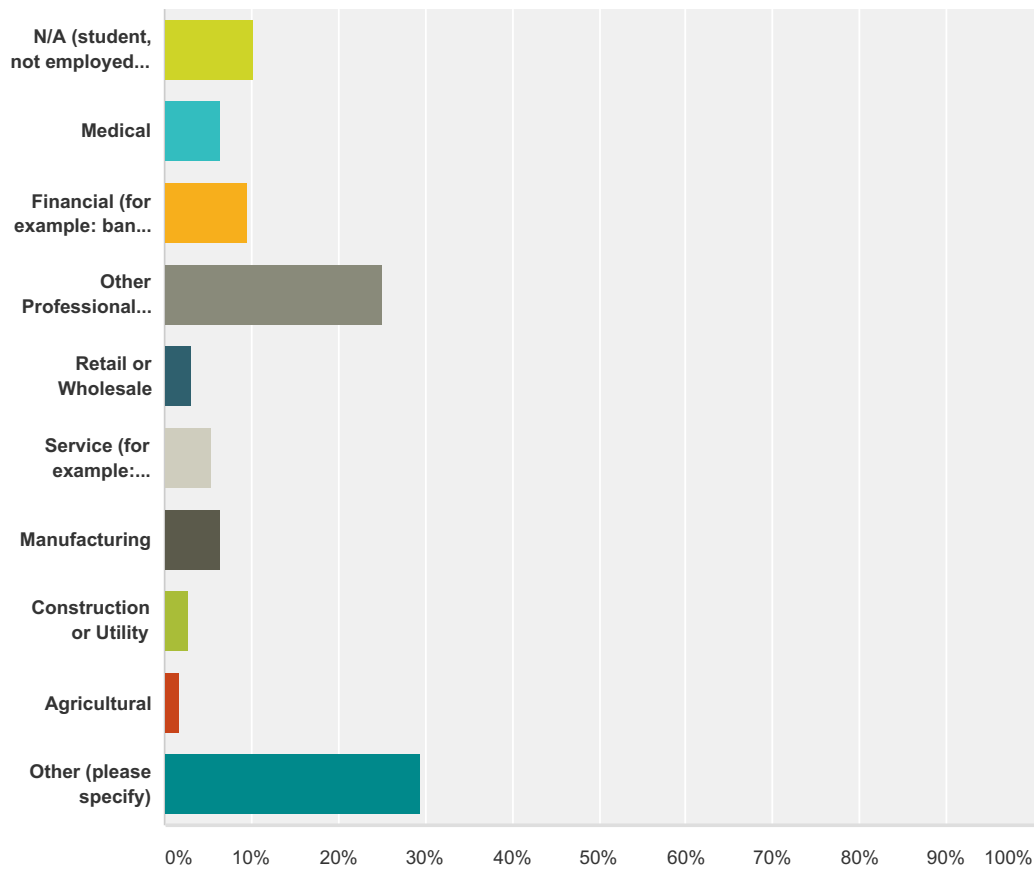
#	Other (please specify)	Date
1	Retired	4/3/2016 10:45 AM
2	homemaker	3/31/2016 12:56 PM
3	Stay-at-home mom	3/29/2016 7:50 PM
4	retired	3/28/2016 9:17 AM
5	Retired	3/21/2016 5:23 PM
6	retired nurse	3/19/2016 8:10 AM
7	retired	3/6/2016 7:06 AM
8	retired	2/25/2016 10:05 AM

Farmington Parks and Rec Survey

9	retired	2/18/2016 4:01 PM
10	retired	2/14/2016 11:05 AM
11	Retired	1/28/2016 4:44 PM
12	part time two jobs plus self employed	1/27/2016 8:00 AM
13	retired	1/2/2016 2:39 PM
14	Retired	12/22/2015 8:05 PM
15	retired	12/19/2015 1:24 PM
16	retired	12/18/2015 4:25 PM
17	retired	12/18/2015 1:47 PM
18	retired	12/18/2015 11:04 AM
19	retired	12/18/2015 9:39 AM
20	Retired	12/10/2015 6:54 PM
21	Retired	12/10/2015 5:41 PM
22	Consultant	12/10/2015 4:32 PM

Q4 In what type of business or industry do you work?

Answered: 187 Skipped: 5



Answer Choices	Responses
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Farmington Parks and Rec Survey

N/A (student, not employed, unemployed, or other)	10.16%	19
Medical	6.42%	12
Financial (for example: bank, insurance agency, etc.)	9.63%	18
Other Professional Office (for example: attorney, realtor, etc.)	25.13%	47
Retail or Wholesale	3.21%	6
Service (for example: restaurant, dry cleaners, lawn care, auto service, etc.)	5.35%	10
Manufacturing	6.42%	12
Construction or Utility	2.67%	5
Agricultural	1.60%	3
Other (please specify)	29.41%	55
Total		187

#	Other (please specify)	Date
1	Municipal Gov	3/31/2016 3:19 PM
2	retired--Farmington Schools	3/28/2016 9:17 AM
3	Engineering	3/20/2016 4:50 PM
4	Publishing company	3/7/2016 1:07 PM
5	Teacher	3/6/2016 4:09 PM
6	retired	3/6/2016 7:06 AM
7	Home Health Care	3/3/2016 8:07 PM
8	Educator	3/3/2016 4:44 AM
9	retired teacher	2/25/2016 10:05 AM
10	performing arts	2/24/2016 5:35 PM
11	publishing	2/24/2016 2:14 PM
12	Educator	2/21/2016 5:14 PM
13	retired	2/14/2016 11:05 AM
14	Law enforcement	2/12/2016 7:21 AM
15	Education	2/11/2016 7:34 PM
16	Non-profit	2/4/2016 12:35 PM
17	Landscaping	2/3/2016 6:48 PM
18	Education	1/31/2016 7:27 AM
19	Distribution	1/29/2016 4:50 PM
20	Education/Engineer	1/28/2016 10:14 PM
21	Retired	1/28/2016 4:44 PM
22	Consulting	1/27/2016 4:50 PM
23	Ministry	1/27/2016 1:52 PM
24	Education	1/27/2016 11:43 AM
25	Education	1/27/2016 10:04 AM
26	teaching	1/27/2016 9:32 AM

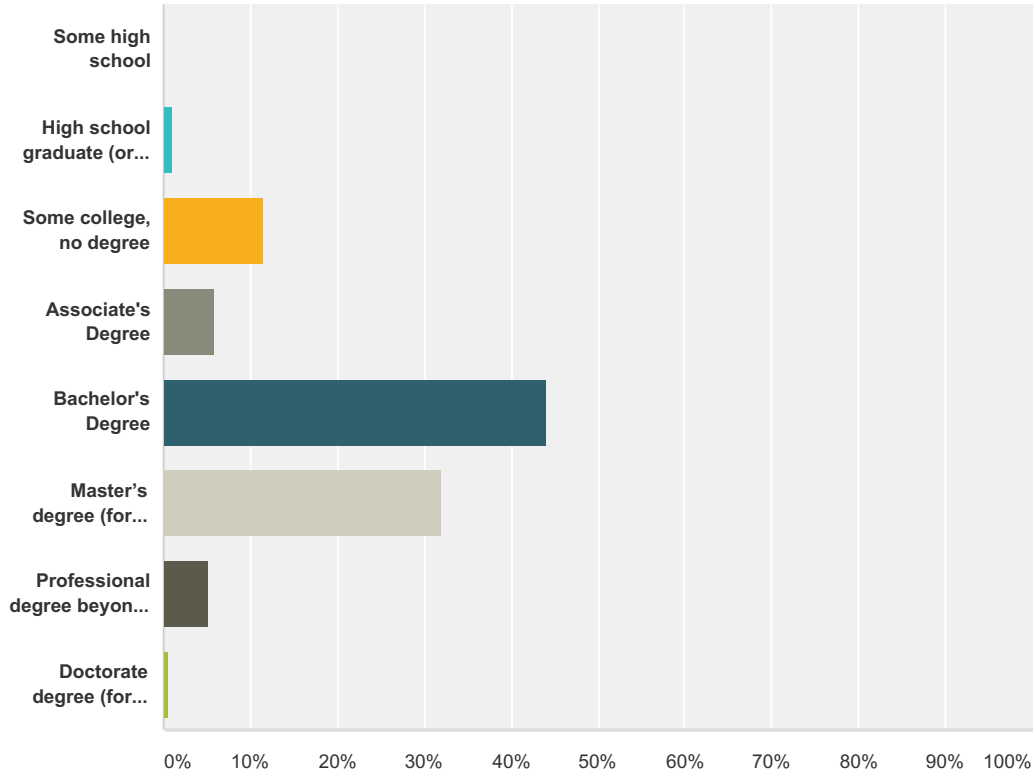
Farmington Parks and Rec Survey

27	Educagion	1/27/2016 9:20 AM
28	Education	1/27/2016 8:24 AM
29	Architecture	1/27/2016 7:50 AM
30	Education and Automotive	1/27/2016 6:50 AM
31	Education-teacher	1/27/2016 5:59 AM
32	Automotive professional	1/27/2016 3:03 AM
33	education	1/27/2016 1:57 AM
34	Distribution	1/26/2016 10:59 PM
35	Information Technology - Software	1/17/2016 3:01 PM
36	Engineering (automotive)	1/8/2016 12:13 PM
37	Government	1/8/2016 10:32 AM
38	education	1/5/2016 11:38 AM
39	Media	1/3/2016 1:44 PM
40	education	1/3/2016 11:37 AM
41	broadcasting	12/28/2015 5:51 AM
42	Part time property manager	12/22/2015 8:05 PM
43	Public Safety	12/19/2015 9:08 AM
44	retired	12/18/2015 4:25 PM
45	info tech	12/18/2015 1:47 PM
46	retired	12/18/2015 9:39 AM
47	Education	12/17/2015 9:43 PM
48	Social Services	12/17/2015 4:25 PM
49	Municipal	12/16/2015 11:40 AM
50	Information Technology	12/11/2015 4:14 PM
51	Library	12/10/2015 9:27 PM
52	Marketing & Communications	12/10/2015 4:32 PM
53	Cultural (Detroit Institute of Arts)	12/10/2015 10:58 AM
54	education	12/8/2015 2:09 PM
55	Government	12/7/2015 3:49 PM

Q5 What is the highest degree or level of education you have attained?

Answered: 191 Skipped: 1

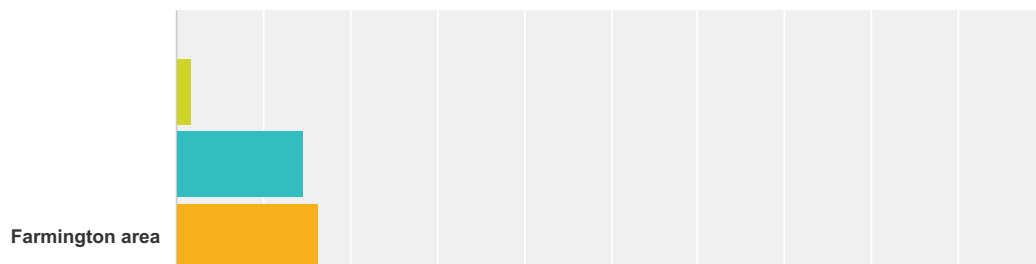
Farmington Parks and Rec Survey



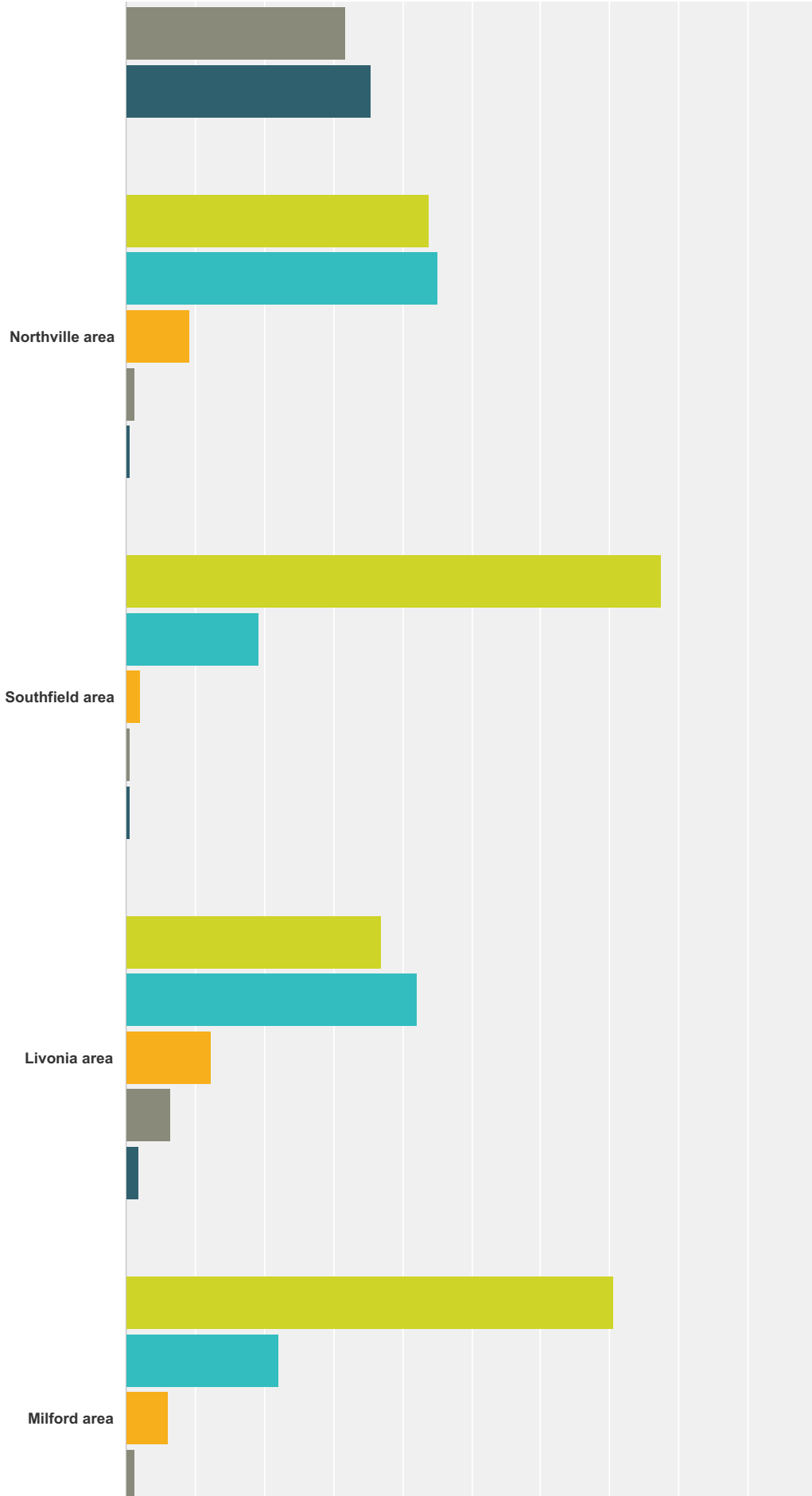
Answer Choices	Responses
Some high school	0.00% 0
High school graduate (or GED equivalent)	1.05% 2
Some college, no degree	11.52% 22
Associate's Degree	5.76% 11
Bachelor's Degree	43.98% 84
Master's degree (for example: MA, MS, MEng, MEd, MSW, MBA)	31.94% 61
Professional degree beyond a bachelor's degree (for example: MD, DDS, DVM, LLB, JD)	5.24% 10
Doctorate degree (for example: PhD, EdD)	0.52% 1
Total	191

Q6 In the past year, how often have you visited the following areas for recreational purposes?

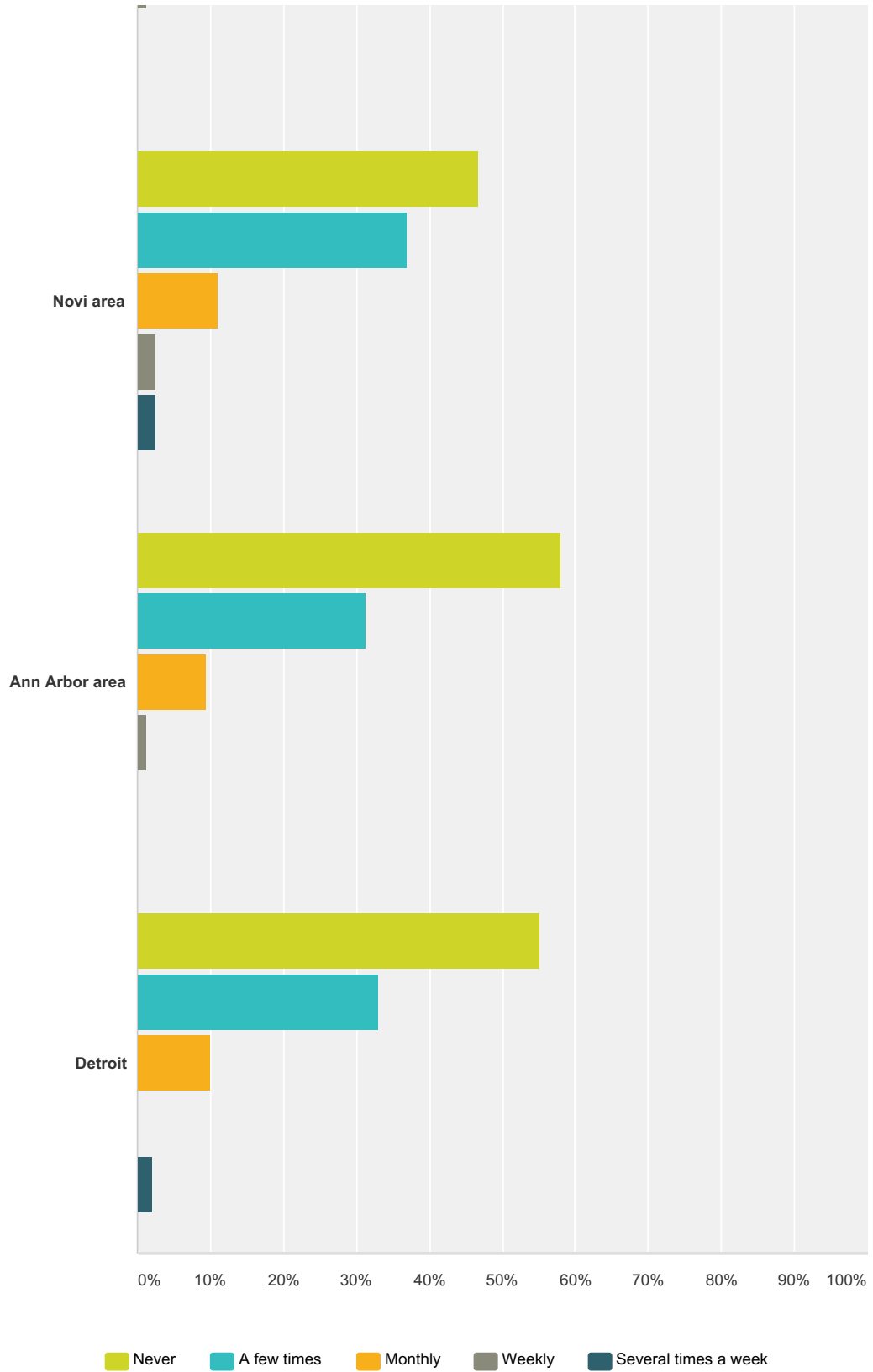
Answered: 177 Skipped: 15



Farmington Parks and Rec Survey



Farmington Parks and Rec Survey



	Never	A few times	Monthly	Weekly	Several times a week	Total
Farmington area	1.69% 3	14.69% 26	16.38% 29	31.64% 56	35.59% 63	177

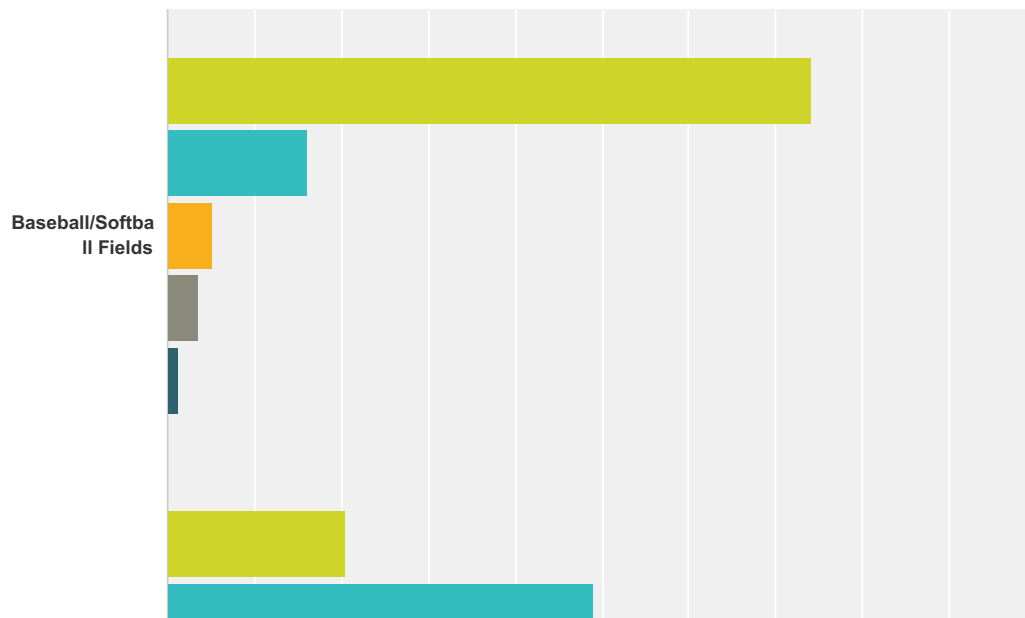
Farmington Parks and Rec Survey

Northville area	43.79% 67	45.10% 69	9.15% 14	1.31% 2	0.65% 1	153
Southfield area	77.40% 113	19.18% 28	2.05% 3	0.68% 1	0.68% 1	146
Livonia area	37.01% 57	42.21% 65	12.34% 19	6.49% 10	1.95% 3	154
Milford area	70.47% 105	22.15% 33	6.04% 9	1.34% 2	0.00% 0	149
Novi area	46.75% 72	37.01% 57	11.04% 17	2.60% 4	2.60% 4	154
Ann Arbor area	58.00% 87	31.33% 47	9.33% 14	1.33% 2	0.00% 0	150
Detroit	55.03% 82	32.89% 49	10.07% 15	0.00% 0	2.01% 3	149

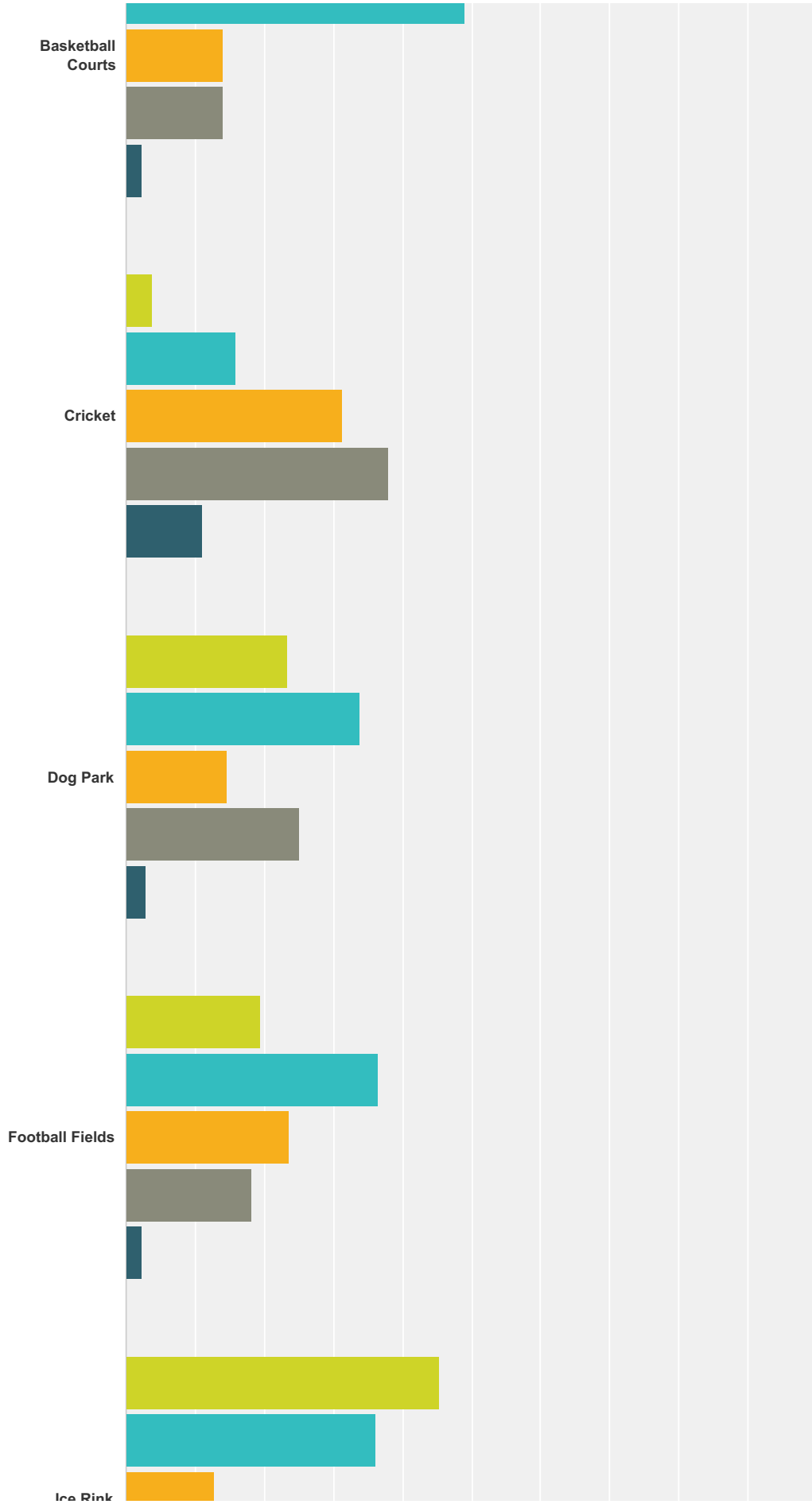
#	Other (please specify)	Date
1	Farmers Market on Sat. and during the week	3/7/2016 1:14 PM
2	Port Huron area a few times	1/31/2016 5:33 PM
3	Windsor	1/27/2016 8:02 AM
4	Redford	1/27/2016 5:56 AM
5	State parks	1/25/2016 8:07 PM
6	Plymouth	1/3/2016 12:53 PM
7	Metro Parks / State Parks	1/3/2016 11:43 AM
8	Michigan State Parks 1-2x / month	1/3/2016 11:34 AM
9	Lyon Oaks Dog Park and hiking trails in past year	12/19/2015 9:11 PM
10	Lexington	12/17/2015 9:47 PM

Q7 How important are the following outdoor recreation facilities in Farmington?

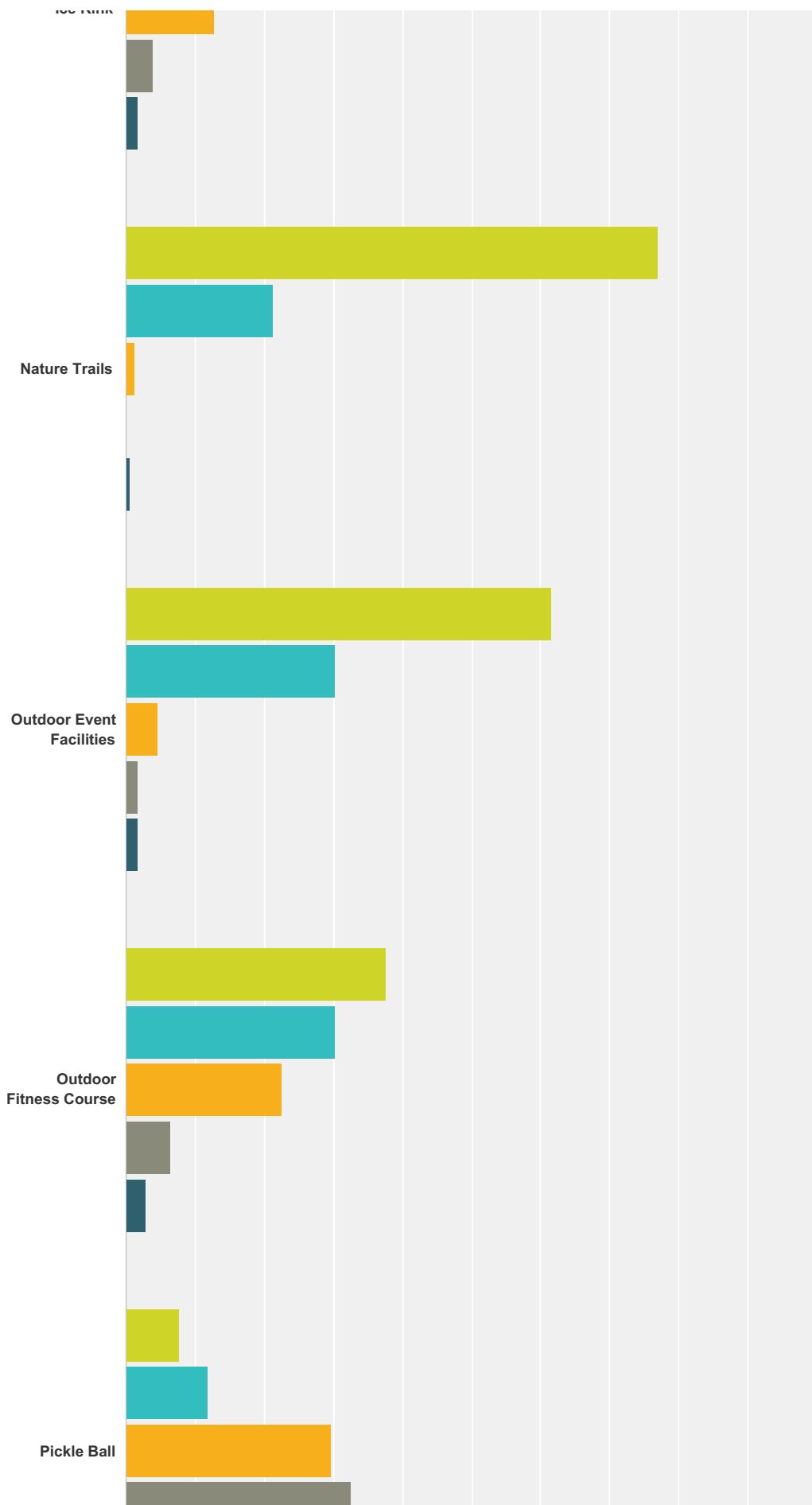
Answered: 177 Skipped: 15



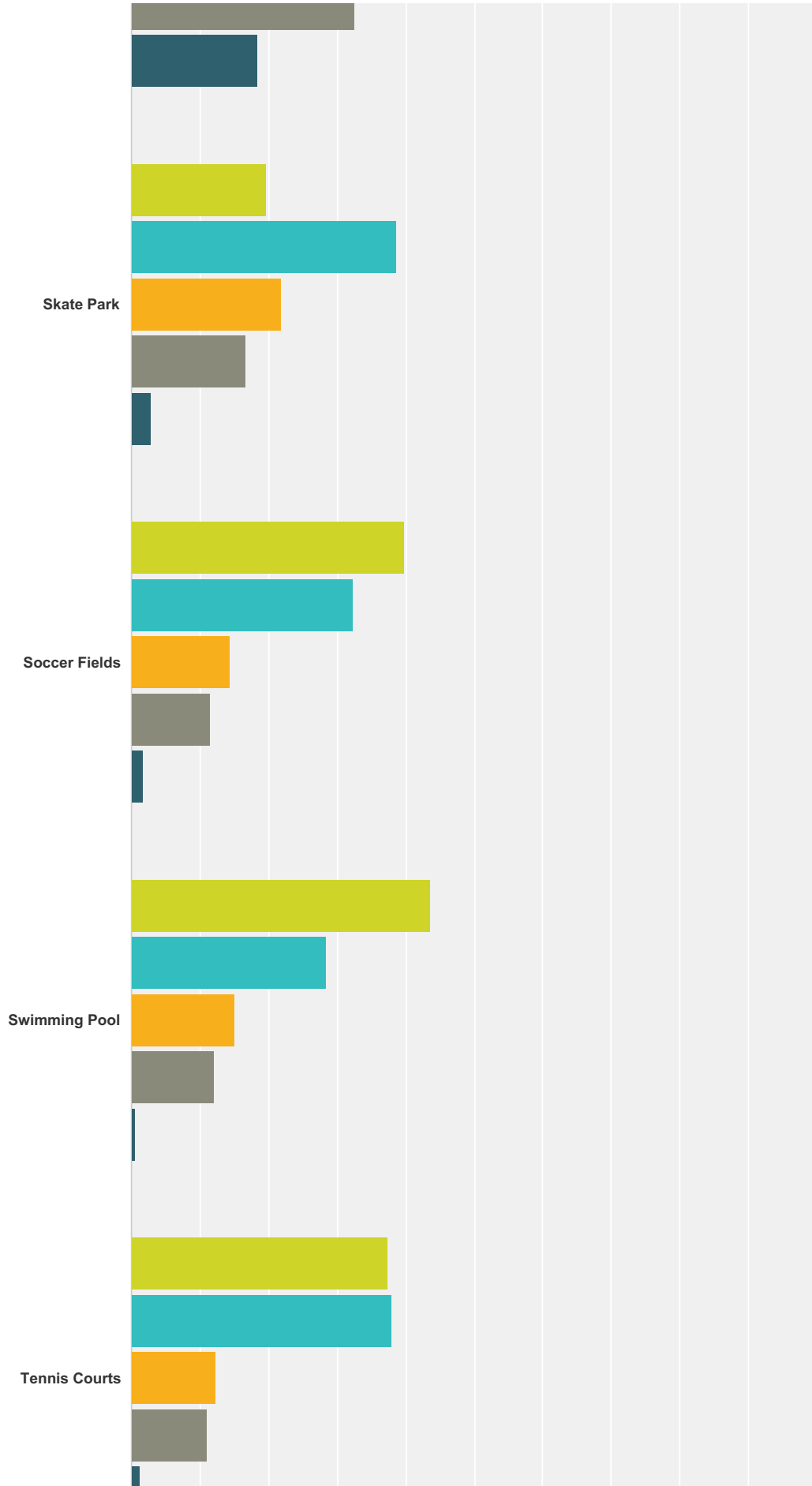
Farmington Parks and Rec Survey



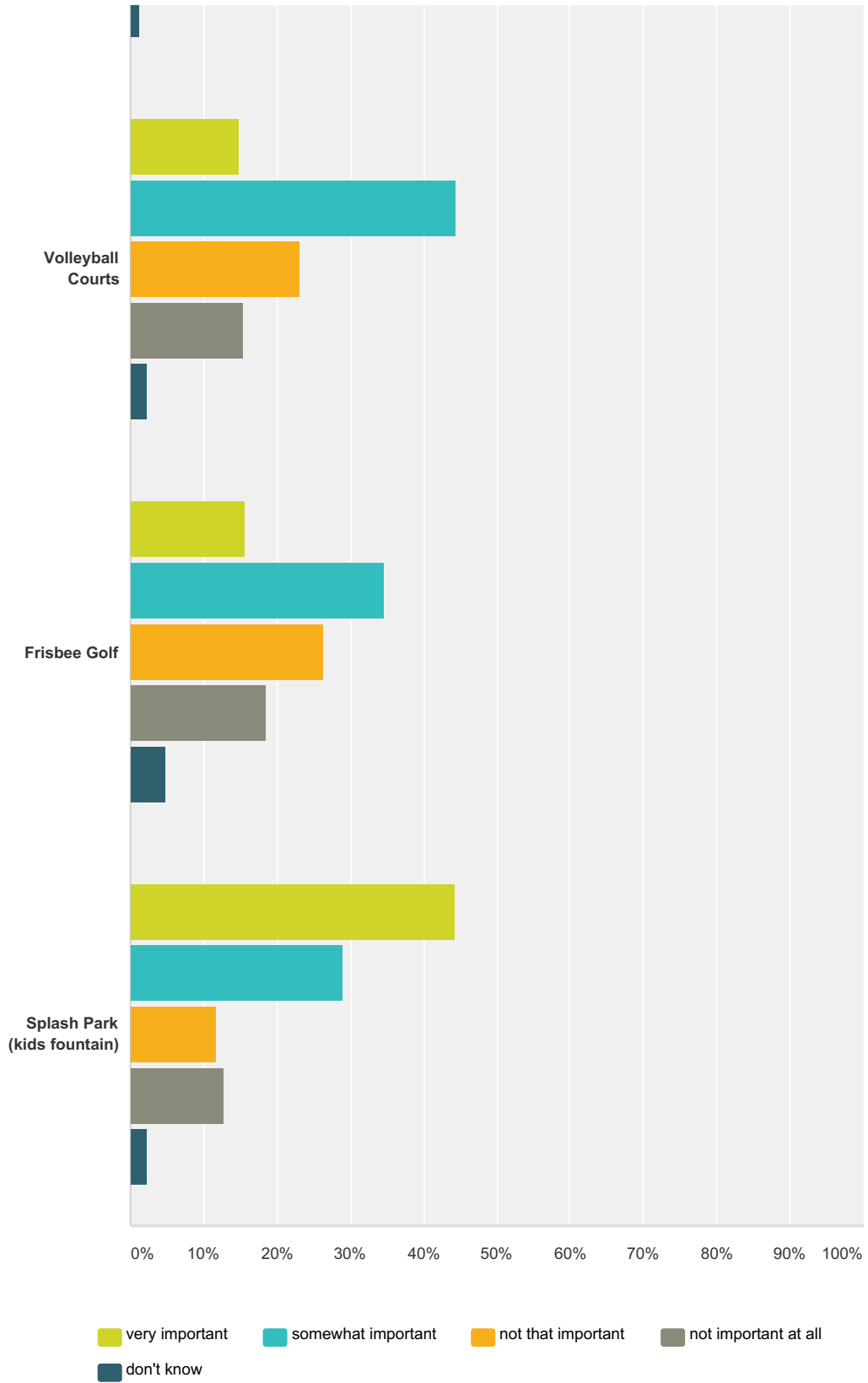
Farmington Parks and Rec Survey



Farmington Parks and Rec Survey



Farmington Parks and Rec Survey



	very important	somewhat important	not that important	not important at all	don't know	Total
Baseball/Softball Fields	74.14% 129	16.09% 28	5.17% 9	3.45% 6	1.15% 2	174

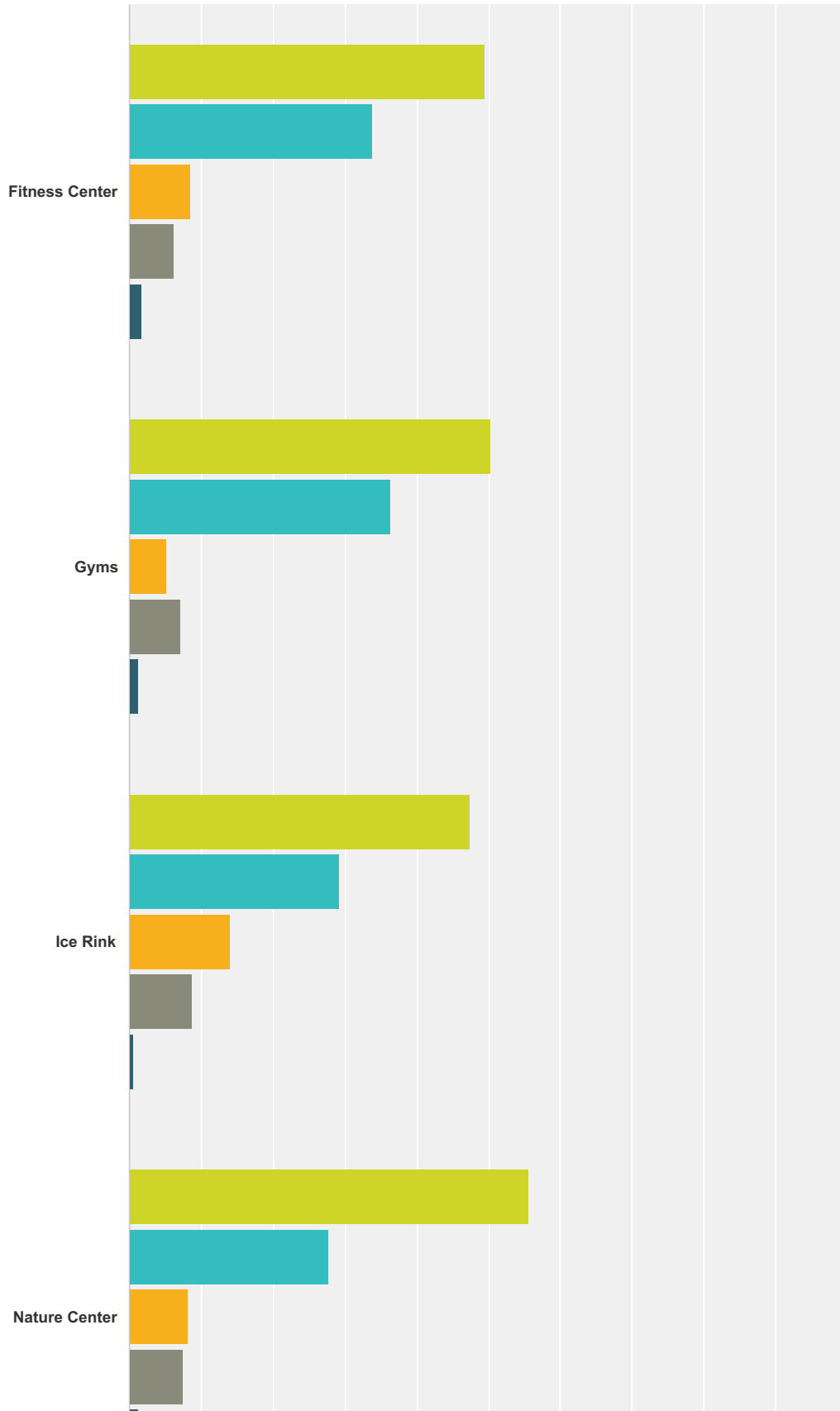
Farmington Parks and Rec Survey

Basketball Courts	20.47% 35	49.12% 84	14.04% 24	14.04% 24	2.34% 4	171
Cricket	3.68% 6	15.95% 26	31.29% 51	38.04% 62	11.04% 18	163
Dog Park	23.39% 40	33.92% 58	14.62% 25	25.15% 43	2.92% 5	171
Football Fields	19.41% 33	36.47% 62	23.53% 40	18.24% 31	2.35% 4	170
Ice Rink	45.40% 79	36.21% 63	12.64% 22	4.02% 7	1.72% 3	174
Nature Trails	77.01% 134	21.26% 37	1.15% 2	0.00% 0	0.57% 1	174
Outdoor Event Facilities	61.63% 106	30.23% 52	4.65% 8	1.74% 3	1.74% 3	172
Outdoor Fitness Course	37.50% 63	30.36% 51	22.62% 38	6.55% 11	2.98% 5	168
Pickle Ball	7.69% 13	11.83% 20	29.59% 50	32.54% 55	18.34% 31	169
Skate Park	19.64% 33	38.69% 65	22.02% 37	16.67% 28	2.98% 5	168
Soccer Fields	39.88% 69	32.37% 56	14.45% 25	11.56% 20	1.73% 3	173
Swimming Pool	43.60% 75	28.49% 49	15.12% 26	12.21% 21	0.58% 1	172
Tennis Courts	37.43% 64	38.01% 65	12.28% 21	11.11% 19	1.17% 2	171
Volleyball Courts	14.79% 25	44.38% 75	23.08% 39	15.38% 26	2.37% 4	169
Frisbee Golf	15.57% 26	34.73% 58	26.35% 44	18.56% 31	4.79% 8	167
Splash Park (kids fountain)	44.19% 76	29.07% 50	11.63% 20	12.79% 22	2.33% 4	172

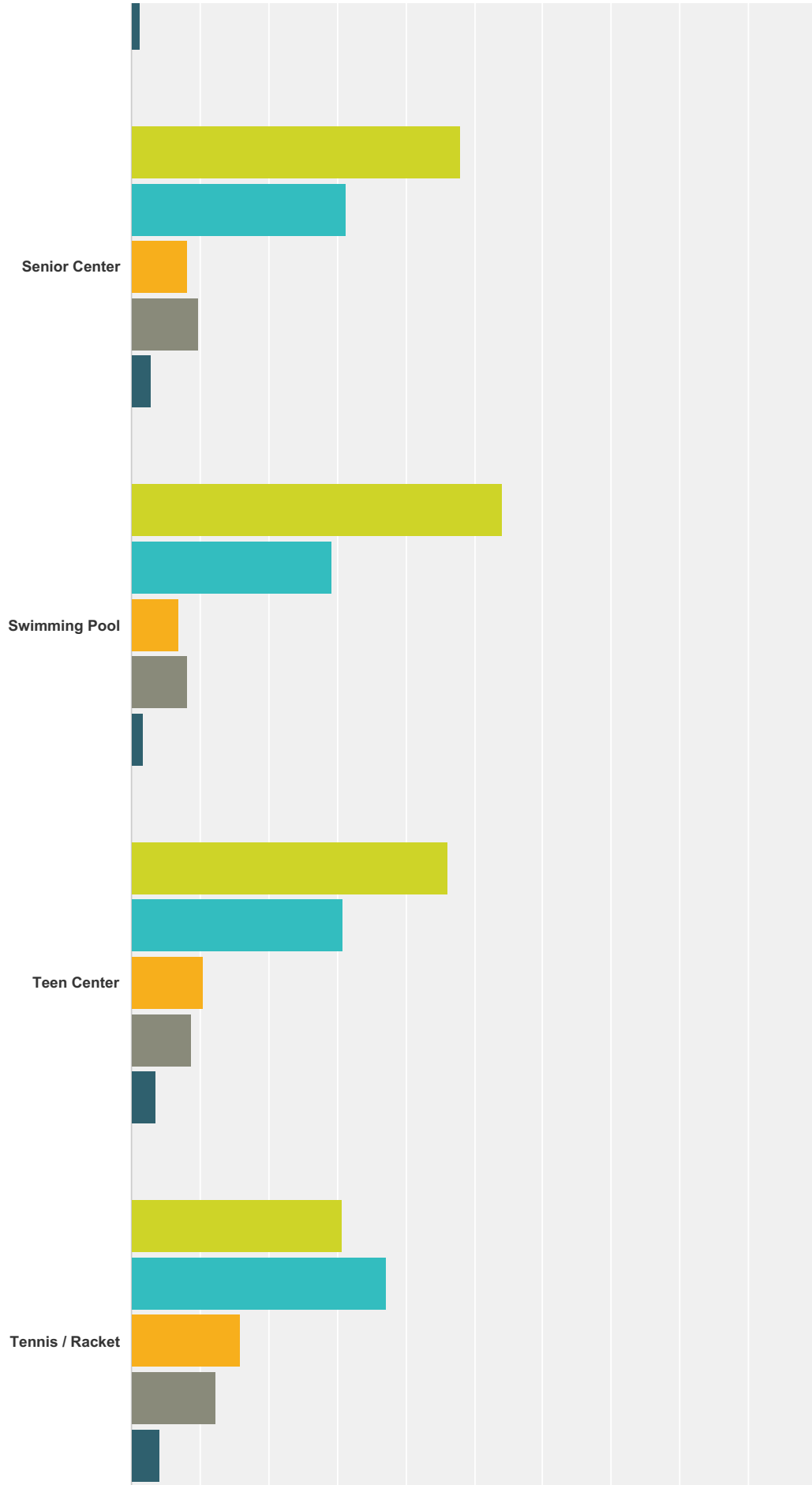
#	Other (please specify)	Date
1	Lawn Bowling for Seniors at Warner Mansion	3/28/2016 9:19 AM
2	Biking trails	3/24/2016 1:06 PM
3	Concerts for all ages	3/3/2016 8:20 PM
4	Places to take a walk!	2/12/2016 10:14 AM
5	sled hill - very important	1/11/2016 6:26 PM
6	Bike trail	1/8/2016 12:20 PM
7	We need bike paths in parks! Kensington / Island lake bikes trails.	1/3/2016 11:43 AM
8	bicycle trails	1/2/2016 2:43 PM
9	I'm tired of the cricket players taking over baseball/softball diamonds without going through Farmington rec. to rent the fields out.	12/30/2015 10:44 AM
10	We like pickle ball	12/22/2015 8:10 PM
11	cross country skiing very important	12/18/2015 1:50 PM
12	Pickleball & Tennis Please!	12/10/2015 4:39 PM

Q8 How important are the following indoor recreation facilities in Farmington?

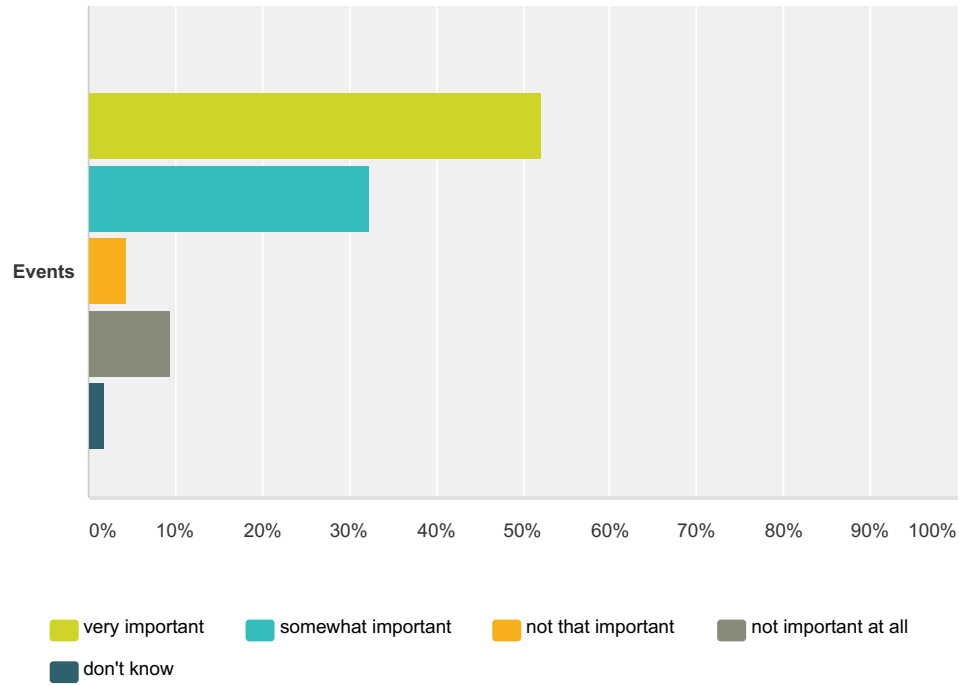
Answered: 176 Skipped: 16



Farmington Parks and Rec Survey



Farmington Parks and Rec Survey

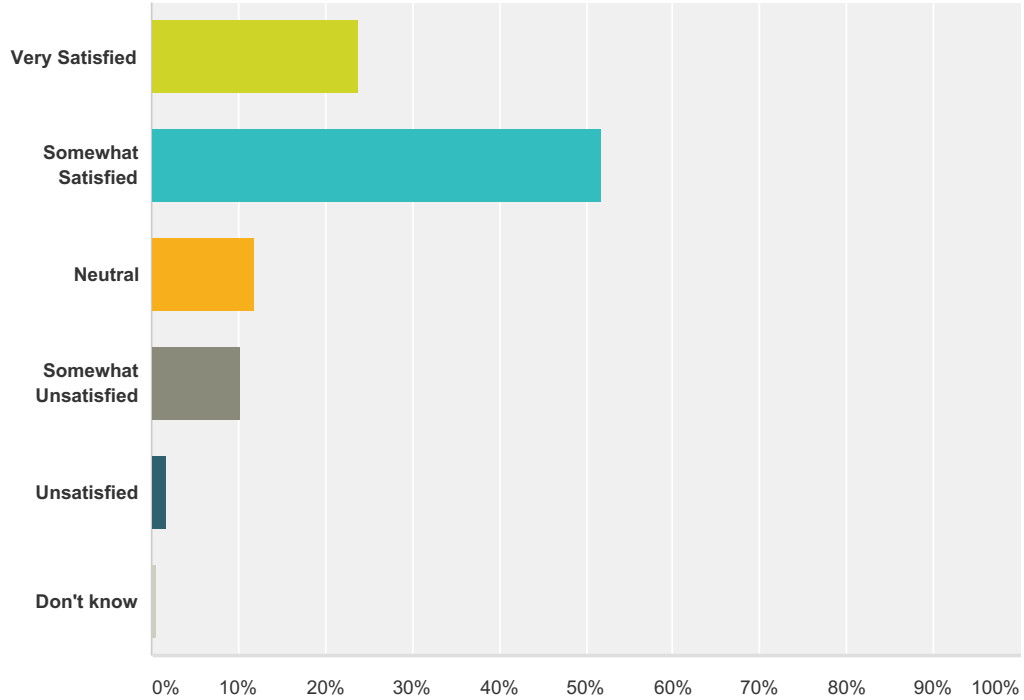


	very important	somewhat important	not that important	not important at all	don't know	Total
Fitness Center	49.43% 86	33.91% 59	8.62% 15	6.32% 11	1.72% 3	174
Gyms	50.29% 86	36.26% 62	5.26% 9	7.02% 12	1.17% 2	171
Ice Rink	47.37% 81	29.24% 50	14.04% 24	8.77% 15	0.58% 1	171
Nature Center	55.49% 96	27.75% 48	8.09% 14	7.51% 13	1.16% 2	173
Senior Center	47.98% 83	31.21% 54	8.09% 14	9.83% 17	2.89% 5	173
Swimming Pool	54.02% 94	29.31% 51	6.90% 12	8.05% 14	1.72% 3	174
Teen Center	46.20% 79	30.99% 53	10.53% 18	8.77% 15	3.51% 6	171
Tennis / Racket	30.59% 52	37.06% 63	15.88% 27	12.35% 21	4.12% 7	170
Events	52.17% 84	32.30% 52	4.35% 7	9.32% 15	1.86% 3	161

#	Other (please specify)	Date
1	Concerts inside and outside for all ages	3/3/2016 8:20 PM
2	Don't know of an indoor fitness center	1/27/2016 9:51 AM
3	Curling facility	12/17/2015 5:04 PM
4	there is no ice rink in Farmington. Do you mean FH?	12/11/2015 4:07 PM
5	Pickle Ball	12/10/2015 9:30 PM
6	Pickleball	12/10/2015 4:39 PM

Q9 How satisfied are you with the existing parks and recreation facilities in Farmington?

Answered: 176 Skipped: 16



Answer Choices	Responses
Very Satisfied	23.86% 42
Somewhat Satisfied	51.70% 91
Neutral	11.93% 21
Somewhat Unsatisfied	10.23% 18
Unsatisfied	1.70% 3
Don't know	0.57% 1
Total	176

#	Comments	Date
1	The baseball / softball fields need new surfaces. The bathrooms are horrible.	3/28/2016 8:31 AM
2	Would like to see more GREEN projects throughout the city	3/24/2016 1:06 PM
3	would like to see a rec. center closer than costick.	3/19/2016 8:13 AM
4	Baseball fields need some help. City park is an overall awesome place.	3/18/2016 1:06 PM
5	The youth baseball fields at Shiawassee should be grass. Especially in a great community like Farmington.	3/6/2016 4:13 PM
6	baseball fields should be groomed more regularly, especially in April	2/16/2016 3:39 PM

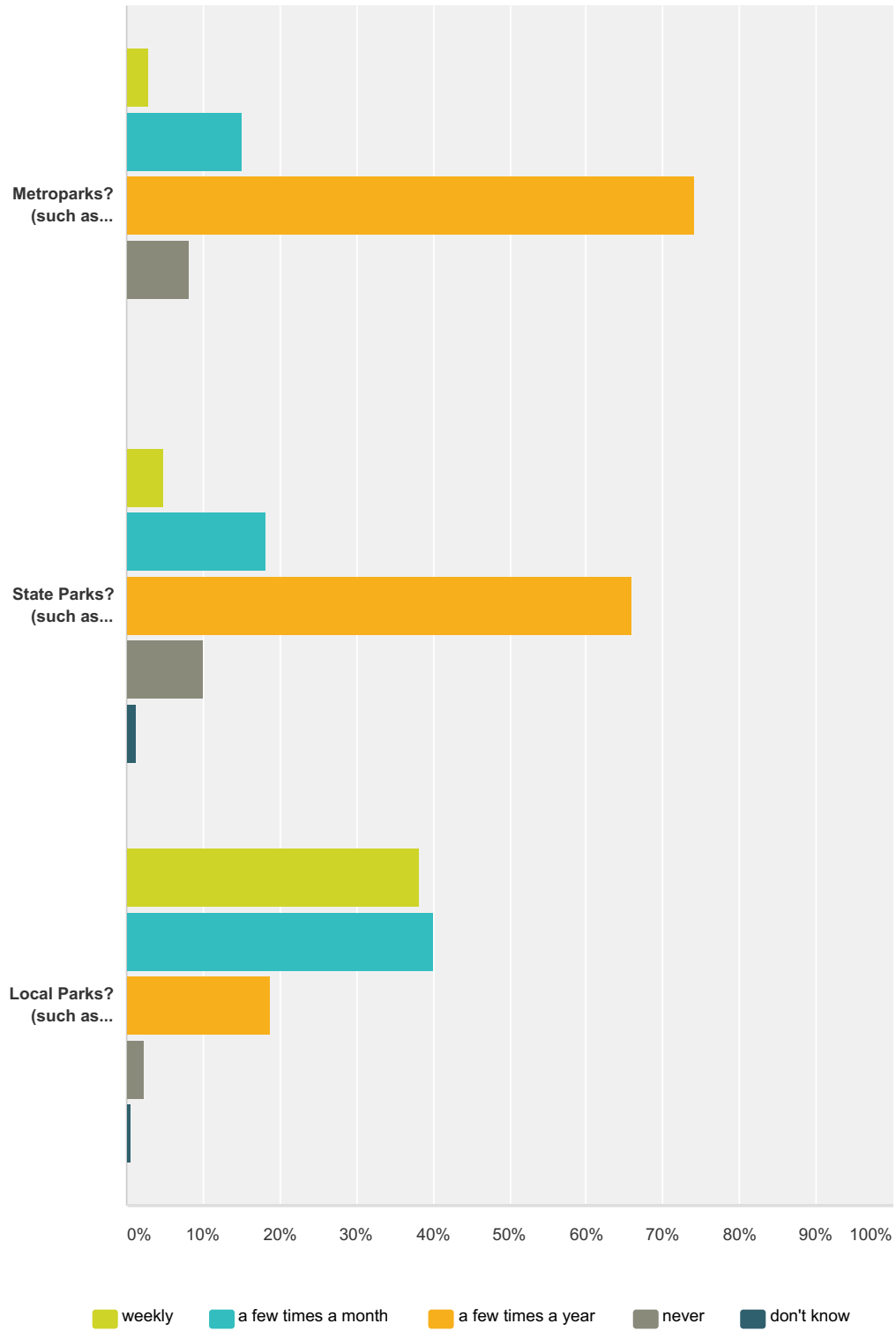
Farmington Parks and Rec Survey

7	more attention needs to be paid to the baseball fields due to the number of participants in South Farmington baseball	2/14/2016 11:08 AM
8	Put in lights at Founders Park	2/3/2016 6:51 PM
9	Fields too controlled by South Farmington baseball and not the city	1/31/2016 8:11 PM
10	Would like basketball courts	1/30/2016 12:11 PM
11	Some of the fields need updating and seeing as founders is the premiere park there should be lights for night games	1/29/2016 4:54 PM
12	Ice rink is almost never open for free skate; gym is never open for pickup basketball	1/27/2016 9:51 AM
13	The bathrooms at shiawassee park are gross. Costick should be turned into a cool rec center like Troy or Livonia . Outdoor pool for the community	1/27/2016 9:35 AM
14	Bathrooms need updating, soap, more availability	1/27/2016 9:29 AM
15	Wish our baseball fields had covered dugouts, 1-2 with grass infields, 2-4 more with lights, and better parking facilities.	1/27/2016 8:37 AM
16	Would LOVE to see a better YMCA	1/27/2016 6:00 AM
17	Our parks/facilities are very old and in need of repair	1/27/2016 5:32 AM
18	Softball fields need to be upgraded	1/26/2016 11:02 PM
19	Would love something closer to Farmington than the Costick Center. Love the Livonia Rec Center, but it is expensive for us since we are not residents.	1/12/2016 1:36 PM
20	Parks are nice however not enough in them to do nature wise also not enough parks period..	1/12/2016 6:26 AM
21	Want to try the new archery range	1/8/2016 12:20 PM
22	Bathrooms are atrocious	1/8/2016 10:34 AM
23	Parks are good, but could always be improved. I think Shiawassee park is a great location and is good, but could be greatly improved and used for more activities and connection to downtown Farmington.	1/3/2016 9:29 PM
24	Our parks have no appeal to my 'millenial' generation.	1/3/2016 11:43 AM
25	Tennis is not an interest for young people anymore. ball fields under used	1/3/2016 11:34 AM
26	Some softball/baseball fields needs to be re-done.	12/30/2015 10:44 AM
27	Farmington dog park needs shade,	12/19/2015 1:28 PM
28	Dog park too expensive	12/19/2015 9:13 AM
29	I understand Farmington is limited due to space and tax payer \$\$\$ contributions	12/18/2015 4:28 PM
30	Tennis court is in terrible shape. Both at Shiawassee and Drake Park. Someone will be hurt.	12/11/2015 4:07 PM
31	I think I dedicated recreation center similar to that of Livonia would be a great addition the the Farmington/Farmington hills arwa	12/11/2015 7:44 AM
32	After moving from Livonia and being a member of the Livonia rec center, I've seen what a facility like that can do for the recreation department. I would love to see something similar in Farmington.	12/10/2015 7:20 PM
33	Shiawassee is a nice park- potential for much more	12/10/2015 5:37 PM
34	Missing other facilities like the Rotary & Bicentennial Parks in Livonia offer.	12/10/2015 4:39 PM

Q10 How often do you use the following types of facilities?

Answered: 176 Skipped: 16

Farmington Parks and Rec Survey



	weekly	a few times a month	a few times a year	never	don't know	Total
Metroparks? (such as Kensington or Huron Meadows, etc.)	2.87% 5	14.94% 26	74.14% 129	8.05% 14	0.00% 0	174
State Parks? (such as Maybury State Park, Island Lake Recreation Area, etc.)	4.71% 8	18.24% 31	65.88% 112	10.00% 17	1.18% 2	170
Local Parks? (such as Shiawassee Park, Riley Skate Park or Farmington Hills Nature Center)	38.29% 67	40.00% 70	18.86% 33	2.29% 4	0.57% 1	175

Farmington Parks and Rec Survey

Q11 Please list any other park facilities you use not listed above including school facilities, county facilities, other communities' facilities, or privately owned facilities such as golf courses and bowling alleys.

Answered: 50 Skipped: 142

#	Responses	Date
1	Not the Riely Skate Park at all - can us the hills indoor rink that has rental if necessary	4/3/2016 10:53 AM
2	FH Golf Club	3/31/2016 3:21 PM
3	farmers market	3/19/2016 8:13 AM
4	My kids are in a lot of activities, from scouts to sports. We use them a lot. Too bad farmington did work w/ farm hills on the ice area. Too late for my kids now, but it would have been nice	3/18/2016 1:06 PM
5	FH golf, Bowling Alleys, beechview and HighMeadow	3/10/2016 9:22 PM
6	Golf courses. Whispering Willows and FHGC, Drakeshire lanes.	3/6/2016 4:13 PM
7	I like Bowling and Miniture golf. Also Binder Park Zoo.	3/3/2016 8:20 PM
8	bowling alleys	2/25/2016 10:21 AM
9	Country Lanes	2/5/2016 9:48 AM
10	Routinely used Flanders school playground until development began. We fear the amount of green space allocated by the builder per the site sale agreement will be significantly less than desirable. South Farmington has been left with little green space.	2/4/2016 12:48 PM
11	Herritage Park, Woodland Hills nature preserve	2/3/2016 6:51 PM
12	Shiawassee Dog Park & Play ground, Costick Center, Commerce Area, Port Huron Area, Drakeshire, Country Lanes	1/31/2016 5:33 PM
13	Bowling alleys, school fields	1/30/2016 2:18 PM
14	Use golf courses outside Farmington. Those in Farmington are not as good as other areas.	1/30/2016 12:11 PM
15	Livonia pool Power middle school baseball field Drakeshire	1/29/2016 4:54 PM
16	Glen Aquatic Club Bike Trails Indoor baseball/softball fields Archery Range	1/28/2016 7:23 PM
17	Golf courses. Farmington Hills and Glen Oaks. I play both weekly during the season.	1/28/2016 4:47 PM
18	School facilities for kids sports, Drakeshire Bowling Alley	1/27/2016 9:51 AM
19	We use the playground area at Beechview and Lanigan	1/27/2016 9:35 AM
20	Longacre facilities	1/27/2016 8:58 AM
21	School gyms, county & city golf courses, both bowling alleys (for private, school events and SFBI events)	1/27/2016 8:37 AM
22	Several golf courses, Drakeshire/Country Lanes Bowling	1/27/2016 7:50 AM
23	High School ballpark, Drakeshire Lanes, Riley Archery	1/27/2016 6:00 AM
24	We routinely go to softball baseball at school fields to practice. They are also in need of repair and upkeep.	1/27/2016 5:32 AM
25	We use the school playgrounds and ball fields.	1/27/2016 3:06 AM
26	The Glen Fitness 19 Farmington Bowl Bonaventure The Bullpen Total Sports	1/26/2016 11:57 PM
27	I want to be able to safely ride my bike on roads around Farmington and Farmington Hills	1/25/2016 8:24 PM
28	Bike paths	1/25/2016 8:17 PM
29	We have used other city facilities that have indoor water park for the kids.	1/22/2016 3:07 PM

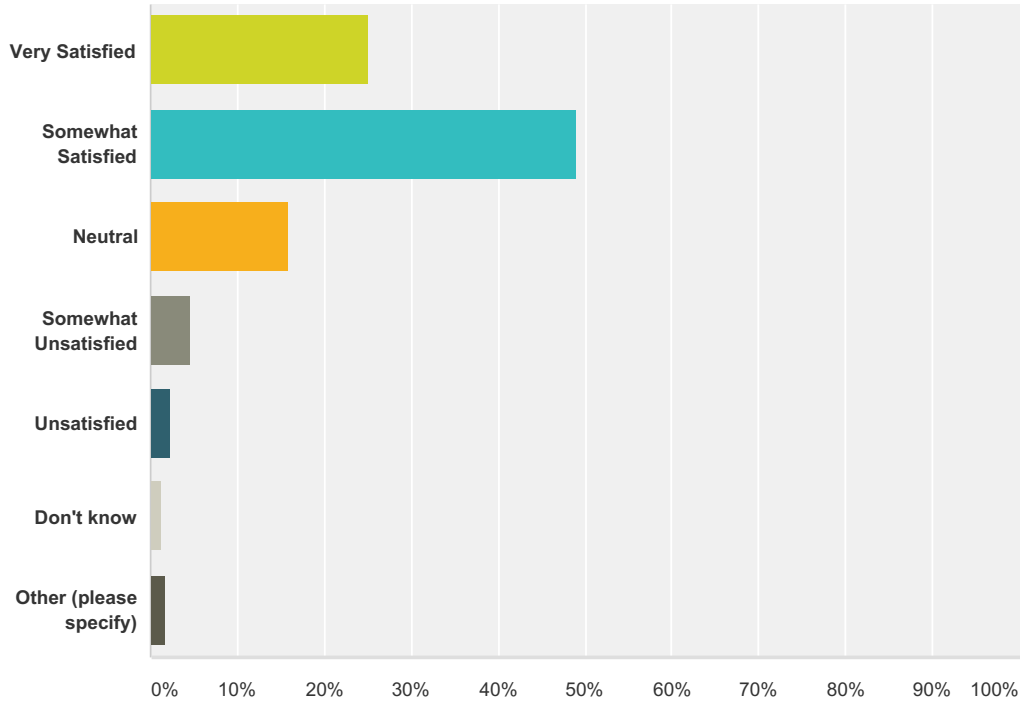
Farmington Parks and Rec Survey

30	Western Golf, Farmington Hills Golf, Ann Arbor Parks, Matthei Botanical Center	1/17/2016 3:06 PM
31	We have been members at the Livonia YMCA for quite a while, but are looking for a place close by in Farmington to replace it. We also go to Bicentennial and Southfield to utilize their pickle ball courts	1/12/2016 1:36 PM
32	Oakland County water parks	1/11/2016 6:26 PM
33	Farmington high track. Total sports. Fitness19. Drakeshire lanes. Country lanes. Bikram yoga. OCC pool prior to closure. Piemontesse pool/club.	1/8/2016 12:20 PM
34	Elementary school playgrounds, such as Longacre.	1/3/2016 9:29 PM
35	Bike paths / trails!	1/3/2016 11:43 AM
36	I use lake access and beaches at State Parks a lot.	1/3/2016 11:34 AM
37	Running tracks at Farmington H.S. & Shiawassee Park	1/2/2016 2:43 PM
38	Golf: Fox Hills, Links of Novi, Whispering Willows, Fox Creek Soccer: Church of the Nazarene in Plymouth Lifetime Fitness for swimming and working out We used to go to Flanders to use the playground but not anymore since it is being redeveloped.	12/26/2015 1:42 PM
39	Island Lake	12/22/2015 8:10 PM
40	Canoeing at Point Pelee in Ontario. Drakeshire Lanes on Grand River.	12/17/2015 9:47 PM
41	5-pin bowling, Windsor, ON	12/17/2015 5:04 PM
42	Bonaventure, Drakeshire Lanes, YMCA, Farmington Gymnastics, Goldfish Swim School	12/17/2015 4:29 PM
43	The play areas and athletic fields at the schools get regular use.	12/11/2015 4:07 PM
44	Gill Elementary playground, Farmington Hills Golf Course	12/11/2015 7:44 AM
45	Heritage Park. Riley Park.	12/10/2015 11:04 PM
46	County parks...the various Oaks. Golf courses.	12/10/2015 6:15 PM
47	Outdoor Tennis & pickleball courts; walking trails	12/10/2015 4:39 PM
48	my kids would love more playparks...it seems that we have to drive to all of them and that most Farmington subs lack play parks you can easily walk to with small kids.	12/10/2015 4:21 PM
49	Pontiac Country Club, Lyon Oaks Golf Course, Farmington Hills Golf Course, Whispering Willows Golf Course	12/10/2015 1:07 PM
50	golf courses, hiking trails	12/7/2015 3:55 PM

Q12 How satisfied are you with the existing recreation programs in Farmington?

Answered: 171 Skipped: 21

Farmington Parks and Rec Survey

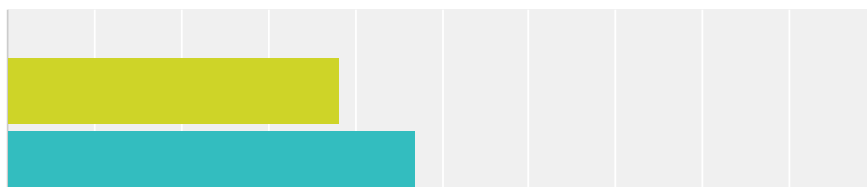


Answer Choices	Responses	Count
Very Satisfied	25.15%	43
Somewhat Satisfied	49.12%	84
Neutral	15.79%	27
Somewhat Unsatisfied	4.68%	8
Unsatisfied	2.34%	4
Don't know	1.17%	2
Other (please specify)	1.75%	3
Total		171

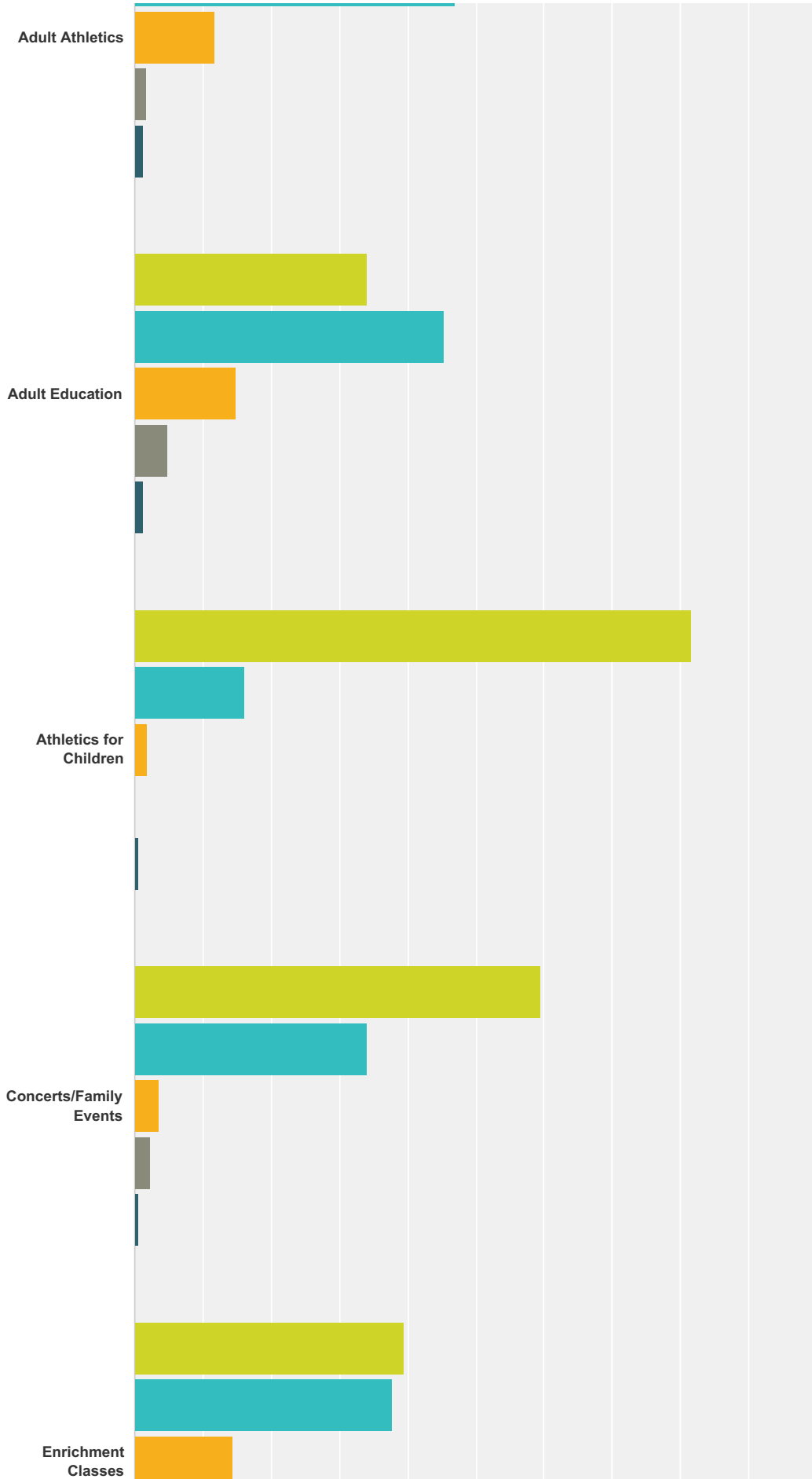
#	Other (please specify)	Date
1	would like to see wellness programs closer to river pines.	3/19/2016 8:15 AM
2	Pool is outdated. Backstops are too low. Parking at Shiawasee is inadequate. No bike lanes anywhere. Brush not trimmed next to walking paths.	1/27/2016 8:04 AM
3	South Farmington baseball league is well run.	1/8/2016 12:21 PM

Q13 How important are the following recreation programs in Farmington?

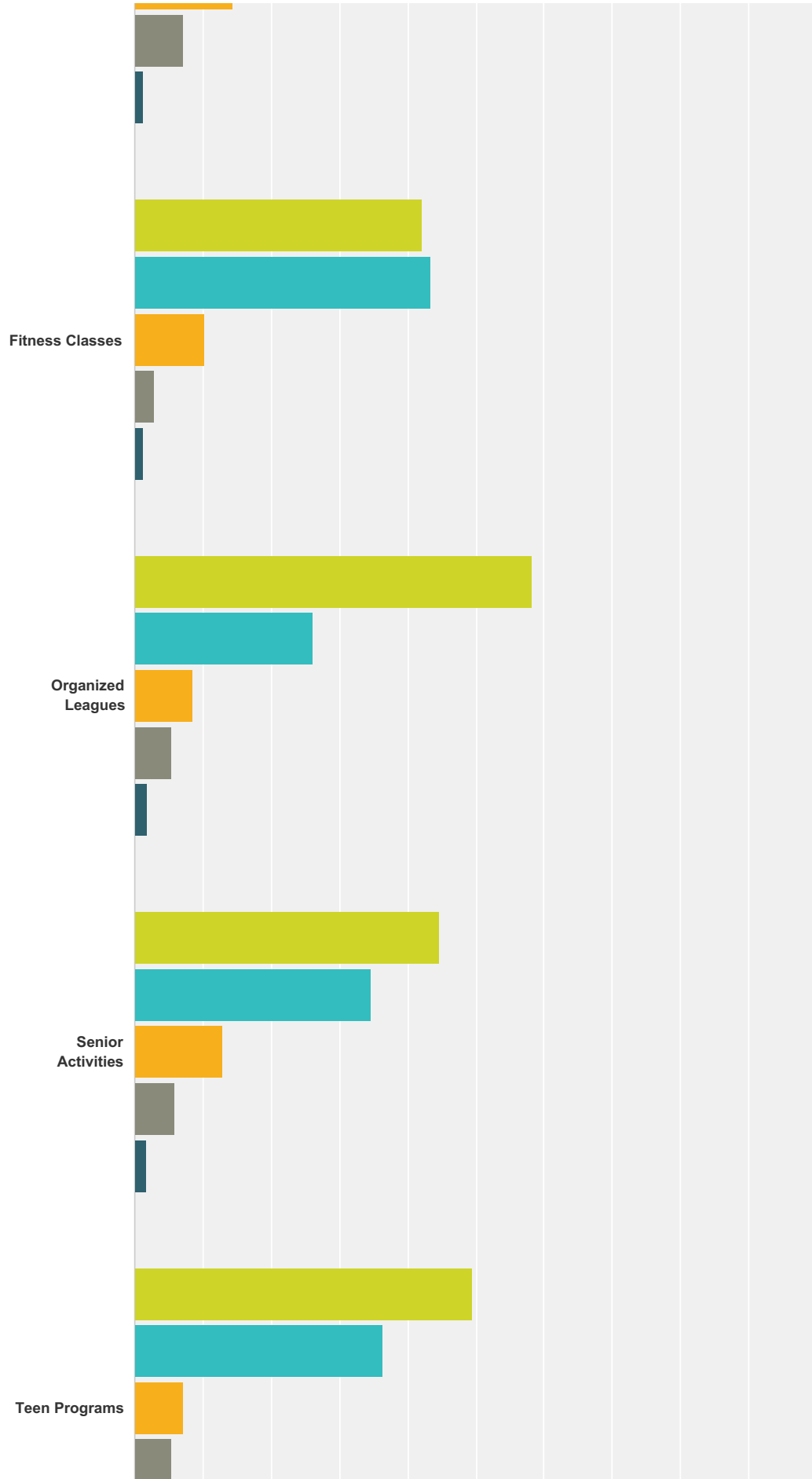
Answered: 171 Skipped: 21



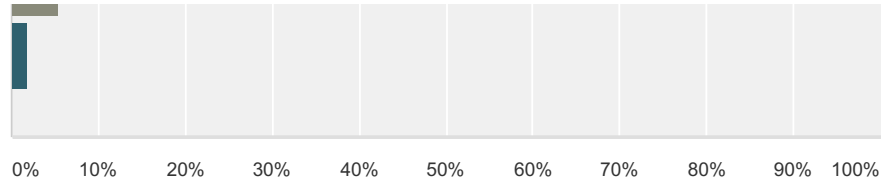
Farmington Parks and Rec Survey



Farmington Parks and Rec Survey



Farmington Parks and Rec Survey



■ very important
 ■ somewhat important
 ■ not that important
 ■ not important at all
■ don't know

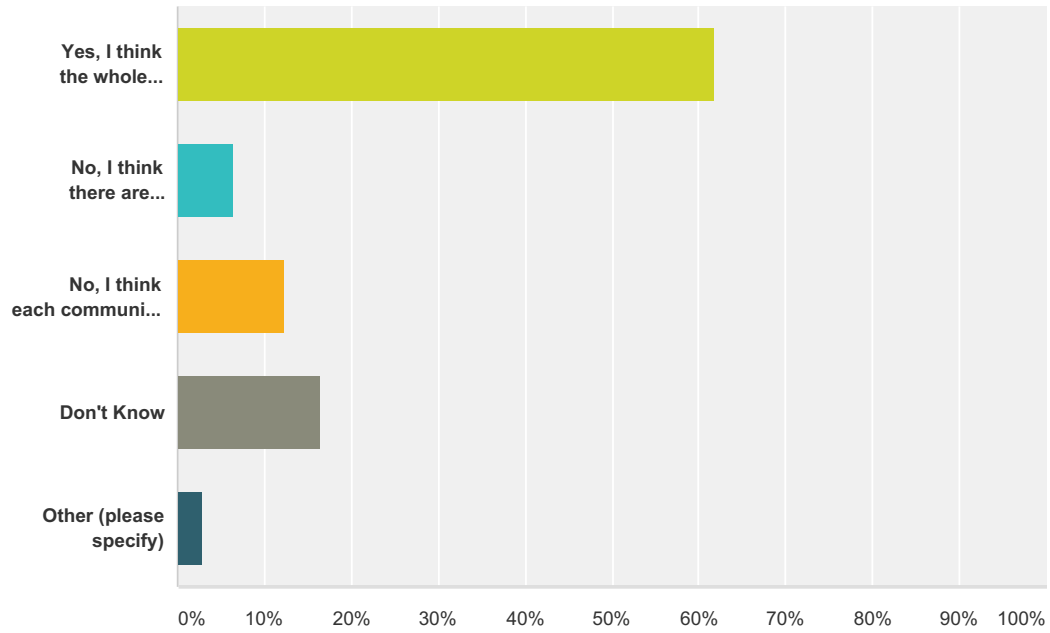
	very important	somewhat important	not that important	not important at all	don't know	Total
Adult Athletics	38.24% 65	47.06% 80	11.76% 20	1.76% 3	1.18% 2	170
Adult Education	33.93% 57	45.24% 76	14.88% 25	4.76% 8	1.19% 2	168
Athletics for Children	81.66% 138	15.98% 27	1.78% 3	0.00% 0	0.59% 1	169
Concerts/Family Events	59.52% 100	33.93% 57	3.57% 6	2.38% 4	0.60% 1	168
Enrichment Classes	39.52% 66	37.72% 63	14.37% 24	7.19% 12	1.20% 2	167
Fitness Classes	42.17% 70	43.37% 72	10.24% 17	3.01% 5	1.20% 2	166
Organized Leagues	58.18% 96	26.06% 43	8.48% 14	5.45% 9	1.82% 3	165
Senior Activities	44.71% 76	34.71% 59	12.94% 22	5.88% 10	1.76% 3	170
Teen Programs	49.40% 83	36.31% 61	7.14% 12	5.36% 9	1.79% 3	168

#	Other (please specify)	Date
1	Programs for those with special needs	3/31/2016 3:21 PM
2	More classes aimed to educate about protecting local environment and habitats	3/24/2016 1:09 PM
3	would like to see a rec volleyball for youth	1/27/2016 9:36 AM
4	No questions about young adults who want outdoor activities.	1/3/2016 11:45 AM
5	Yoga Classes	12/10/2015 9:32 PM

Q14 Do you support intergovernmental cooperation that collectively maintains the parks and organizes recreation programs?

Answered: 170 Skipped: 22

Farmington Parks and Rec Survey



Answer Choices	Responses
Yes, I think the whole region should cooperate to provide parks and recreation	61.76% 105
No, I think there are enough parks and recreation programs now	6.47% 11
No, I think each community should provide for their own parks and recreation	12.35% 21
Don't Know	16.47% 28
Other (please specify)	2.94% 5
Total	170

#	Other (please specify)	Date
1	Yes as long as it's cost effective and provides equal or better services.	4/3/2016 8:17 PM
2	We should team up with FH.	3/6/2016 4:14 PM
3	I think each community should have facilities available. If intergovernmental cooperation is cost effective and does not take away from a community that which they already have, then I would support a WELL thought out program.	1/31/2016 5:38 PM
4	connected bike paths through Farmington / Farmington Hills roads and parks..	1/3/2016 11:45 AM
5	Not sure what "region" means. But, cooperation within adjacent cities makes sense.	12/10/2015 11:06 PM

C

APPENDIX C: FUNDING SOURCES

Funding Sources

The proposed recreation improvements proposed in the Five Year Capital Improvement Plan can be financed with a combination of resources. There are several potential funding sources currently being utilized and many that are available for parks and recreation projects such as parkland improvements and facility upgrades as described below.

General Fund

The General Fund is the basic operating fund for the City of Farmington. The General Fund contains the budgetary and financial controls for all the City's activities and functions which are not accounted for in other specialized funds. A wide variety of revenues, including recreation user charges, provide the resources for the operation of this fund.

Recreation Bond

A number of bond programs can be used to finance construction of parks and recreation facilities. General Obligation Bonds are issued for specific community projects, such as park improvements and park land acquisition, and may not be used for other purposes. These bonds are usually paid for with property tax revenues. Revenue Bonds are issued for construction of public projects that generate revenues. The bonds are then retired using income generated by the project.

Special Millage

A property tax millage can be used to finance specific park and recreation projects such as park development, pathway improvements and facility upgrades. A millage is an effective method to divide costs over time amongst all the taxpayers in the community to provide matching grant funds or finance projects out-right. A millage allows more flexibility in how the money is used than a bond.

User Fees

The City currently charges reasonable fees to the users of specific recreation facilities and for enrollment in recreation programs such as senior services, sports, cultural arts, camps, events and clinics, and rental fees for facilities. User fees provide substantial support for park and recreation facilities and programs and contribute to the City's General Fund.

Rouge River National Wet Weather Demonstration Project

This project was created in 1992/1993 to administer \$300,000 million dollars from the U.S. Environmental Protection Agency (EPA) and additional state and local funding to demonstrate storm water remediation techniques in an urban watershed. The state funding included an \$822,000 319 Grant from the State of Michigan, and managed by Wayne County, for Best Management Practices (BMP) demonstration projects. The City of Farmington is located in the Rouge River Watershed.

AVAILABLE FUNDING SOURCES

Michigan Natural Resources Trust Fund (MNRTF)

MNRTF provides funding assistance for the purchase of land (or interests in land) for recreation or protection of land because of its environmental importance or scenic beauty, and the development of recreation facilities. This assistance is directed at creating and improving outdoor recreational opportunities and providing protection to valuable natural resources. The improvement grants are between \$15,000 and \$500,000 with a required minimum local match of 25%. Acquisition grants vary

depending upon the value of property and local match amount; therefore there is not a minimum or maximum amount. This grant is ideal for implementing park plans and for land acquisition. Applications are due in April and September of each year for acquisition projects and April of each year for development projects. For more information, visit their website.

Land and Water Conservation Fund (LWCF)

LWCF provides funding assistance for communities to acquire and develop land for outdoor recreation. The minimum award is \$15,000 and the maximum of \$500,000 with a 50% local match. The eligibility criterion emphasizes preservation of natural resources such as waterways. This grant is ideal for land acquisition that is intended for passive recreation and open space in the future. Applications are due in April. For more information, visit their website at www.nps.gov/lwcf

Transportation Alternatives Program (TAP)

TAP is the successor to the SAFETEA-LU authorizing highway safety, transit and other surface transportation programs, including regional pathways and trailway systems. This is a reimbursement program that originally comes from the Federal Highway Administration and is administered by the Michigan Department of Transportation (MDOT). Communities are eligible for funds to develop, construct, maintain, and rehabilitate trails and trail facilities for both non-motorized and motorized trail uses.

Michigan Recreation and Parks Association (MRPA)

MRPA provides mini grants for communities to aid in community programming and development.

Cooperative Resources Management Initiative

This program supports tree planting programs that improve tree species diversity, age/class diversity, reduce current and long-term maintenance costs, increase awareness, education and technical knowledge of trees and natural resource, provide wildlife habitat, improve aesthetics, encourage community/volunteer participation, increase water and air quality, and expand/improve tree cover throughout communities. Eligible projects are separated into three types: Community tree planting projects (\$10,000 maximum), projects organized by a non-profit or non-governmental agency on public land (\$5,000 maximum), and outdoor classroom/education sites (\$5,000 maximum). Applications are due in November of each year (with a possible second round in March).

Urban and Community Forestry Program – Community Forestry Grants

This program provides funds for projects that address the urban forestry needs municipal governments, schools, nonprofit organizations, and volunteer groups throughout Michigan. These projects may include tree inventories, management plans, tree planting educational workshops and trailing materials, and other maintenance activities. Projects that develop or enhance urban and community forestry resources, such as management and planning, education and training, tree planting, and library resources, are looked upon highly. Applications are due each summer with maximum grant requests of \$20,000.

Community Forestry Program – Arbor Day Mini-Grants

This mini-grant program is designed to provide information and technical assistance to municipal governments and volunteer groups for urban and community forestry activities related to Arbor Day. Projects that develop or enhance urban and community forestry resources, including tree planting on public land, Arbor Day celebrations, and natural resource library reference material acquisition, are looked upon highly. Applications are due each fall with maximum grant requests of \$200.

Community Forestry Program – DTE Energy Foundation Tree Planting Grants

The DTE Energy Tree Planting program is conducted through a partnership with the MDNR to increase the number of properly planted, established, and maintained trees within the service territory of DTE Energy. Tree planting projects such as parks, right-of-way, public streets, nature study areas, schools grounds planting, and neighborhood revitalization projects all qualify. All trees must be planted on public land or land open to the public. Applications are due each fall with maximum grant requests of \$3,000.

Conservation Easements

A conservation easement is a method of preserving open space that is guaranteed through formal documentation. This technique can also be used to preserve open space if it is not feasible or practical for the City to acquire the land. Rather than obtaining fee simple, or complete ownership, an organization or community can purchase or acquire by gift an easement to the property.

Tax Increment Financing (TIF)

TIF is authorized by the Downtown Development Authority Act and Local Development Finance Authority Act. When a TIF district is established, the stated equalized assessment value of all properties within the district is recorded. Every year thereafter, the property tax revenue generated by any increase in the total stated equalized value is "captured" by the responsible organization to finance improvements established in the overall development plan. The development plan is a required document illustrating all proposed improvements within the district. Often, revenue bonds are used to finance the improvements and the tax increment revenues are used to repay the bonds.

Public-Private or Public-Public Partnerships

Reduced funding for the public and private sector has created a need for various partnerships between public and private entities as well as between two or more public entities to accommodate specialized largescale recreation demands. The City could consider creating a different fee structure for the use of facilities by recreation providers and non-residents. The fees could be utilized for facility development, maintenance and upgrades, and/or programming. The fees from the various users would ensure continued high quality parks and facilities for City of Farmington residents.

Donations

Businesses, corporations, private clubs, community organizations, and individuals will often contribute to recreation and other improvement programs to benefit the communities in which they are located. Private sector contributions may be in the form of monetary contributions, the donation of land, the provision of volunteer services, or the contribution of equipment or facilities.

Foundations

A foundation is a special non-profit legal entity that is established as a mechanism through which land, cash, and securities can be donated for the benefit of parks and recreation services. The assets are disbursed by the foundation Board of Directors according to a predetermined plan.



APPENDIX D: ADOPTION & TRANSMITTAL INFO

The following pages contain both 2016 and 2019 adoption information.



MICHIGAN.COM – Serving the
OBSERVER & ECCENTRIC and HOMETOWN WEEKLY NEWSPAPERS
6200 Metropolitan Pkwy, Sterling Heights, MI 48312

BE IT MADE KNOWN THAT THE FOLLOWING ADVERTISEMENT APPEARED IN:

Publication: Farmington Observer
Placed By: City of Farmington
Subject: Summer Taxes
Date of Publication: June 26, 2016

Susan Totoraitis (Susan Totoraitis), being duly sworn, deposes and says that the advertising illustrated above/attached was published in the Farmington Observer Newspaper on the following date/s/: June 26, 2016, INVOICE Number 285801, and as an authorized employee of the Observer and Eccentric Media, she knows well the facts stated/herein. Cost: \$195.48.

STATE OF MICHIGAN

NOTARIZED BY: Anne Marie Kilgore

Commission Expires: October 18, 2022

(Acting in County of) Macomb Notary Public in and for said County

ANNEMARIE KILGORE
NOTARY PUBLIC, STATE OF MICHIGAN
COUNTY OF MACOMB
MY COMMISSION EXPIRES 10-18-2022
ACTING IN THE COUNTY OF _____

HONOR

Continued from Page A1

derly in the Naval Air Transport Service who was stationed in Hawaii. "I thought the war had all been forgotten. It was absolutely awesome. It really humbles you, but you're proud they remember."

Berbrich, who joined the U.S. Marines at age 18 and, at age 82, still refers to himself as a Marine, served from 1952-55 and spent 14 months in Korea. He was touched by the outpouring of affection for the veterans of all conflicts. "After seeing how Vietnam vets were treated (when they came home), I thought our country didn't care any more," said Berbrich, who served as a payroll disperser during the war. "This (trip) changed my mind totally about that."

Aside from renewing their faith, the trip was the chance of a lifetime for both men, which is exactly how the organizers hope it will turn out. The Honor Flights are paid for by Talons Out through grassroots fundraising.

Starting small

The national Honor Flight program got started with a couple of small planes flying two veterans at a time, and has since expanded into 132 hubs in 43 states. The Talons Out Michigan hub held its first fundraiser in July 2013 and flew its first flight Oct. 26, 2013.

Money is raised largely by donations — often only \$10 or \$20 at a time — for the flights, which organizers say cost some \$95,000 each these days. The flights are staffed entirely by volunteers, and include individual escorts — usually friends or family members — for each veteran.

Talons Out Michigan President Bobbie Bradley said it's all done for one basic reason.

"It's nothing more than to honor our veterans for their service to their country," Bradley said.

After boarding an early morning flight in



World War II veteran Wesley Davis of Detroit, accompanied by Vanessa Davis, is one of the first vets off the plane at Reagan International Airport.

BILL BRESLER | STAFF PHOTOGRAPHER



World War II veteran Bob Sloan looks out as the bus enters Arlington National Cemetery.

BILL BRESLER | STAFF PHOTOGRAPHER

Kalamazoo, the veterans arrived in Washington, D.C., and were taken on the rounds of the various memorials, among them the Vietnam Wall, the World War II Memorial, the U.S. Marine Corps memorial and others.

Sloan, the 89-year-old World War II veteran who'd never been out of his native Tennessee before joining the Navy,

was anxious to see the memorial commemorating his war — "That was the main one I wanted to see ... It was gorgeous," he said — but was most touched by visiting the Arlington Cemetery grave of Audie Murphy, one of the most decorated veterans in World War II.

See HONOR, Page A13



The Tomb of the Unknown Soldier, Arlington National Cemetery.

BILL BRESLER | STAFF PHOTOGRAPHER

CITY OF FARMINGTON 2016 SUMMER TAX STATEMENT PUBLIC NOTICE

The City of Farmington Summer 2016 Property Tax Statement are due and payable on July 1, 2016 through August 31, 2016. On September 1, 2016 taxes are delinquent and a 1% collection fee and 1% interest will be added to all unpaid amounts. An additional 1% of interest will be added on the 1st of each month from October 1st to February 1st. As of March 1, 2017, all 2016 taxes must be paid to the Oakland County Treasurer.

City Hall offices will be open for payment of taxes 8:30 A.M. to 4:30 P.M. Monday through Friday except for the following:

Monday - July 4, 2016
Monday - September 5, 2016

For your convenience, depositories are located in the City Hall lobby and in front of City Hall on the Liberty Street side of the building.

Applications for deferment of 2016 taxes are available at the City of Farmington Treasurer's office and online at www.farmgov.com. You are eligible for the deferment of 2016 taxes if your income for 2015 did not exceed \$40,000 and you are totally or permanently disabled, blind, a paraplegic, quadriplegic, or hemiplegic, an eligible serviceperson, an eligible veteran, or an eligible widow or widower; or are 62 years of age or older, including the non-remarried surviving spouse of a person who was 62 years of age or older at the time of death. To qualify for deferment your application must be filed with the City of Farmington Treasurer's office not later than September 15, 2016. Deferred Summer Taxes may be paid without penalty until February 28, 2017.

By law, if the last day for payment falls on a Saturday, Sunday, or legal holiday, the last day will be extended to include the next day which is not a Saturday, Sunday, or legal holiday.

CHRISTOPHER M. WEBER
TREASURER

Published: June 23 & 26, 2016

16-00029101 3-15

CITY OF FARMINGTON PLANNING COMMISSION NOTICE OF PUBLIC HEARING MONDAY, JULY 11, 2016 7:00 P.M.

Please take notice, the Farmington Planning Commission will hold a Public Hearing on Monday, July 11, 2016 at 7:00 p.m. in the Council Chambers located at 23600 Liberty Street, Farmington, MI 48335 to discuss and review the City of Farmington 2016 Recreation Master Plan.

The City of Farmington Recreation Master Plan Update Committee, staff, and planning consultants have been working diligently the last several months updating the Recreation Master Plan in order to comply with State statutory requirements and the city's comprehensive planning program.

All interested residents are encouraged to attend the public hearing to be heard, and any written materials concerning the Draft 2016 Recreation Master Plan shall be received and considered.

The Draft 2016 Recreation Master Plan is available for review at Farmington City Hall located at 23600 Liberty Street, Farmington, MI 48335 during regular business hours. A copy is also available for review on the city's website at www.farmgov.com.

Kevin P. Christiansen, AICP, FCP, Economic and Community Development Director
Published: June 25, 2016

16-00029101 3-0



**CITY OF FARMINGTON
PLANNING COMMISSION
NOTICE OF PUBLIC HEARING
MONDAY, JULY 11, 2016
7:00 P.M.**

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Kevin P. Christiansen, AICP, PCP, Economic and Community Development Director

Publish: June 26, 2016 Farmington Observer

**CITY OF FARMINGTON
OAKLAND COUNTY, MICHIGAN**

RESOLUTION NO. 10-16-026

**A RESOLUTION OF THE FARMINGTON CITY COUNCIL TO ADOPT 2016-2020
RECREATION MASTER PLAN**

At a regular meeting of the City Council of the City of Farmington, held on the 3rd day of October, 2016 at 7:00 o'clock p.m.

The following resolution was offered by Councilmember Cowley and seconded by Councilmember Scott.

WHEREAS, the Farmington City Council of the City of Farmington has undertaken a Five Year Parks and Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2016 and 2020; and

WHEREAS, a public comment session was held by the Farmington Planning Commission on July 11, 2016 at Farmington City Hall, 23600 Liberty Street, Farmington, Michigan to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan; and

WHEREAS, the Farmington City Council has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community; and


WHEREAS, after the public hearing, the Farmington Planning Commission recommended that the City Council of the City of Farmington, Oakland County, Michigan, adopt said Recreation Plan.

NOW, THEREFORE BE IT RESOLVED the Farmington City Council of the City of Farmington, Oakland County, Michigan hereby adopts the 2016-2020 City of Farmington Recreation Plan as a guideline for improving recreation for the residents of the City of Farmington.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Jeff Scott, Councilmember
AYES:	Greg Cowley, William Galvin, Steve Schneemann, Jeff Scott
ABSENT:	Sara Bowman

RESOLUTION DECLARED ADOPTED OCTOBER 3, 2016.

I, Susan K. Halberstadt, duly authorized City Clerk for the City of Farmington do hereby certify that the foregoing is a true and correct copy of a motion adopted by the Farmington City Council at a regular meeting held on Monday, October 3, 2016, in the City of Farmington, Oakland County, Michigan.


Susan Halberstadt, City Clerk



Special City Council Meeting
 7:00 PM, MONDAY, OCTOBER 3, 2016
 Conference Room
 Farmington City Hall
 23600 Liberty St
 Farmington, MI 48335

FINAL

SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on October 3, 2016, 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 PM by Mayor William Galvin.

1. CALL TO ORDER

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

City Administration Present

Director Christiansen
 Director Demers (left at 8:25 p.m.)
 Superintendent Eudy (left at 8:05 p.m.)
 City Clerk Halberstadt
 Assistant to the City Manager Knowles (arrived at 7:30 p.m.)
 City Manager Murphy
 Attorney Schultz
 Treasurer Weber

2. APPROVAL OF AGENDA

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

3. PUBLIC COMMENT

Fritz Beirmeister, School Board candidate, introduced himself to Council and expressed a desire for the City and School Board to work more closely together.

Ken Chiara, 33630 Shiawassee, expressed concern regarding water rates that continue to rise. He encouraged Council to pass a proposed traffic ordinance that would allow on street parking on Shiawassee.

Chuck Eudy, Superintendent of Public Services, expressed concern regarding on street parking on Shiawassee. He discussed the many difficulties that would result if this were to occur.

4. CIVIC THEATER

A. Consideration to Approve Request for Civic HVAC Unit

Present: Scott Freeman, Civic Theater General Manager

Freeman discussed the need for the installation of a new HVAC system and the choice of Quality Heating and Cooling as a result of the bidding process.

Scott expressed concern regarding Freeman's recommendation of a Bryant system.

Cowley suggested closing the alley when the unit is installed; he suggested leveraging the purchase of future units.

Discussion followed regarding approaching bidders for three additional units over the next three years thereby reducing costs.

Freeman will go back to all three bidders and attempt to lock in price for three years; he will return to Council at the next meeting.

5. TRAFFIC CONTROL ORDERS

A. Consideration to Amend Traffic Control Order - Shiawassee Between Grand River and Farmington Road

Demers introduced proposed traffic order regarding Shiawassee Road on street parking.

Scott asked Demers regarding Eudy's concerns.

Demers stated for heavy snows his department would issue a snow emergency, eliminating parking on street, and temporary traffic control order during leaf pick-up.

Responding to a question from Cowley, Demers was not concerned about accommodating emergency vehicle traffic with the proposed change.

Responding to an additional question by Cowley, Demers stated if the costs outweigh the benefits the proposed change should be re-visited. He believes it is worth a shot.

Schneemann is interested in how many citations are issued each year on Shiawassee. Demers did not have data available, but noted this road is not a hotspot for speeders.

Schneemann clarified that the lanes would be 11' wide. He expressed support for the proposed change, but was concerned about garbage pick-up during rush hour. He suggested City Administration request that Waste Management does garbage pick-up during non-peak hours. He also discussed the difficulty of the proposed traffic order during leaf pick-up.

Galvin discussed the cost of striping and re-striping if it doesn't work out. He asked if the city is creating a new set of problems.

Scott expressed support for trying out the proposed changes.

Galvin would like this traffic order placed back on the agenda in March/April to reassess the benefits.

Motion to adopt a resolution to amend Traffic Control Order regarding parking on Shiawassee and to approve a plan to re-stripe Shiawassee and add a parking lane. [SEE ATTACHED RESOLUTION].

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

B. Consideration to Amend Traffic Control Order - No Overnight Parking in State Street Municipal Lot

Demers introduced all three proposed traffic control orders.

Cowley advised Thomas Street might be an issue for future construction on Maxfield Training Center site.

Murphy responded that, if necessary, the order can be reversed when construction begins.

Schneemann would like to eliminate parking on Warner between Thomas and Grand River.

Murphy advised there is no parking on that street; he will make sure no parking signs are put back up.

Scott asked for clarification on the elimination of overnight parking on the south side of State Street.

Demers discussed businesses parking there overnight.

Scott expressed concern about someone leaving an establishment intoxicated and needing to move their car.

Demers emphasized that this order is also on a trial basis and can be revisited at a later time.

Cowley expressed support for placing a 24-hour limitation on parking rather than overnight.

Responding to a question by Galvin, Demers stated that 25-30 additional parking spaces will be created.

Move to adopt a resolution to implement a maximum of 24-hour parking in the municipal lot south of State Street. [SEE ATTACHED RESOLUTION].

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

C. Consideration to Amend Traffic Control Order - Terminate Prohibited Parking on Mayfield Street, School Street and State Street

Move to adopt a resolution to terminate prohibited parking on Mayfield Street, School Street and State Street. [SEE ATTACHED RESOLUTION].

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

D. Amend Traffic Control Order - Thomas Street Parking Between Warner Street and School Street

Move to adopt a resolution to amend Traffic Control Order to terminate parking restrictions on the north side of Thomas Street between Warner and School Streets to allow for untimed parking in this area. [SEE ATTACHED RESOLUTION].

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

6. CONSIDERATION TO ADOPT 2016 RECREATION MASTER PLAN

A. Review and Consideration of 2016 Recreation Master Plan

Christiansen presented the proposed 2016 Recreation Master Plan. Galvin asked why Drake Park is a neighborhood rather than a community park.

Christiansen responded that the description is based on size and location. Galvin questioned what the city is going to do with the Master Plan.

Responding to a question from Galvin, Christiansen stated the next step is to forward the Master Plan to the Michigan Department of Natural Resources. He advised the city would then be eligible for state grant-funding.

Scott pointed out the highest desire of community was nature trails and pathways.

Move to approve a resolution to adopt the 2016-2020 City of Farmington Recreation Plan as a guideline for improving recreation for the residents of the City of Farmington. [SEE ATTACHED RESOLUTION].

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Jeff Scott, Councilmember
AYES:	Greg Cowley, William Galvin, Steve Schneemann, Jeff Scott
ABSENT:	Sara Bowman

7. CONSIDERATION OF DOWNTOWN AREA PLAN 2015 AMENDMENT

A. Review and Consideration of Farmington Downtown Area Plan 2015 Amendment - Development Area E, East Grand River Area Plan

Christiansen presented a proposed amendment to the 2015 Downtown Area Plan.

Schneemann questioned the limitation to one-story buildings on concept one. He asked why the city is trying to limit density in that area. He also questioned why the label "historical property" is being maintained.

Discussion followed regarding the merits of keeping the label of the property as historic.

Schneeman expressed support for removing the historic label on the property.

Christiansen suggested tabling the discussion and referring the amendment back to the Corridor Improvement Authority (CIA) and allow them to develop a 3rd option.

Responding to a question from Galvin, Knowles stated the plan provides a good transition from the downtown to the east end of Farmington and that is why it is included.

Move to postpone City Council action on the proposed amendment to the Downtown Area Plan until the Grand River Corridor Improvement Authority has had the opportunity to review proposed change by Council.

RESULT:	POSTPONED [UNANIMOUS]
MOVER:	Jeff Scott, Councilmember
SECONDER:	Greg Cowley, Councilmember
AYES:	Greg Cowley, William Galvin, Steve Schneemann, Jeff Scott
ABSENT:	Sara Bowman

8. OTHER BUSINESS

No other business was heard.

9. COUNCIL COMMENT

Schneemann expressed concern regarding the proposal for the Maxfield Training Center. He would oppose the project in its current form. He is looking forward to seeing something different that has an urban concept.

10. CLOSED SESSION - LAND ACQUISITION

Move to enter closed session to discuss land acquisition.

RESULT:	APPROVED [3 TO 1]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Steve Schneemann, Mayor Pro Tem
AYES:	Greg Cowley, Steve Schneemann, Jeff Scott
NAYS:	William Galvin
ABSENT:	Sara Bowman

The votes were taken in the following order: Cowley, Galvin, Schneemann, Scott, Bowman.

Council entered closed session at 8:25 p.m.

Move to exit closed session.

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


Council exited closed session at 9:53 p.m.

11. ADJOURNMENT

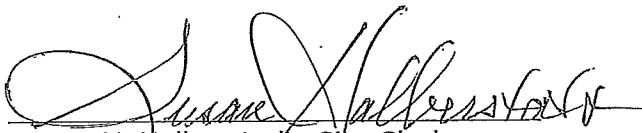
A. Motion to adjourn the meeting.

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

The meeting adjourned at 9:53 p.m.



William E. Galvin, Mayor



Susan K. Halberstadt, City Clerk

Approval Date: November 21, 2016

Save Spell check

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General

Title:*

Recreation Master Plan - Draft

Release date:*

6/10/2016 Today

Main text:*

[Click here to view the printer-friendly Recreation Master Plan - Draft](#)

Optional Attachment

Attachment Label - i.e., Flyer, Registration Form:

Attachment:

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THIS DOCUMENT SERVES AS VERIFICATION THAT THE DRAFT RECREATION MASTER PLAN WAS AVAILABLE ON THE CITY'S WEBSITE FOR THE REQUIRED 30-DAY COMMENT PERIOD PRIOR TO THE PUBLIC HEARING; POSTED JUNE 10, 2016/PUBLIC HEARING HELD JULY 11, 2016

Jusant K. Valbrun
City Clerk 3/29/18

FARMINGTON PLANNING COMMISSION PROCEEDINGS
City Council Chambers, 23600 Liberty Street
Farmington, Michigan
July 11, 2016

Chairperson Crutcher called the Meeting to order at 7:00 p.m. at City Council Chambers, 23600 Liberty Street, Farmington, Michigan, on Monday, July 11, 2016.

ROLL CALL

Present: Chiara, Crutcher, Gronbach, Kmetzo, Majoros

Absent: Buyers, Waun

A quorum of the Commission was present.

OTHER OFFICIALS PRESENT: Director Christiansen, Inspector Koncsol

APPROVAL OF AGENDA

MOTION by Gronbach, seconded by Majoros, to approve the agenda as submitted.

Motion carried, all ayes.

APPROVAL OF ITEMS ON CONSENT AGENDA

a. Minutes of Regular Meeting – June 13, 2016

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

PUBLIC HEARING – 2016 RECREATION PLAN

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

Christiansen stated this is a Public Hearing for the 2016 Recreation Master Plan for the City of Farmington. He indicated it was discussed and reviewed by the Planning Commission and the final draft was presented at the last meeting of June 13th and the preliminary draft prior to that. He indicated it is a project that the City of Farmington has been moving forward with and that last fall a committee was created and he described the make up of the committee. He said they are holding the required Public Hearing in order to make a recommendation on the proposed plan. He stated that the City's planning consultants, LSL, and Josh Penn from LSL will go over the condensed executive summary.

Crutcher called Penn to the podium.

Penn thanked Christiansen for the intro and stated they have been working with Kevin on this plan for some time now and that he is present to go over the condensed executive summary and overview of the plan for those attending the Public Hearing. He

welcomed questions during his presentation from attendees.

He described the Executive Summary as pages that were taken out of the Recreation Master Plan, three main parts consisting of the overview, the inventory and the analysis section and the action plan which is the driver of the document.

He quoted the verbiage from the document, stating its purpose being a guide for development ideas for the future. He stated there were a lot of people involved in making this document, the committee, the community, commissioners and Director Christiansen, all providing feedback that has been directly incorporated into the Master Plan and will represent the priorities for the City of Farmington.

He stated the City of Farmington is uniquely situated as it is amidst a number of regional parks, five county parks and three state parks within ten miles of City Hall. He said this regional connectiveness is outstanding for a community of this size and is an important theme for the document.

He stated there is a map at the bottom of the page that shows all of the parks within the City and what it doesn't show is facilities nearby, i.e. Farmington Hills per the Intergovernmental Agreement that exists between the two communities.

He went on to discuss Shiawassee Park and its significance to the community. He indicated the Downtown Area Plan played a big part in the recommendations they are making for this park in the future. What they wanted to add to that in the analysis that new playground equipment was a priority, upgrades to the ball field, all which are listed on Page 9. He stated the City itself does not own Shiawassee Park, but leases it from Farmington Public Schools and they suggest acquiring the property themselves.

The next park discussed was Drake Park, and one of the things heard that was needed was upgrades to baseball fields, with the park holding a lot of potential. He stated they discussed a concept design of an upgrade to the ball fields.

He went on to Womens Park and thanked the committee for their report, expressing its thoroughness. He highlighted a few recommendations, a low maintenance landscape plan, orientation of park benches, improving lighting, and a recommendation of considering to upgrade park signage indicating its historic significance.

He said for Memorial Park they addressed how can they draw more attention to that park and encourage more usage, indicating a crosswalk to facilitate greater usage and to connect to the 911 Memorial and how to incorporate commemorative plaques more representative of the range of military service that residents have participated in in more recent years.

Downtown Riley Park is the center of the downtown and is included in many of the plans for the downtown area. Plans are to continue upkeep and regular maintenance.

Flanders Park is the newest park, not yet done, which was part of Riverwalk and donated back to City. Old playground equipment from the school will be brought back and a walking trail and fitness path will be included.

He then went on to the next section, Parkland and Service Area Analysis and the various tables contained therein. Table 4-2 showed Farmington scoring well, with two areas of slight deficit in acreage being a slight deficiency in mini parks and community parks.

He pointed out on table 4-3, facility analysis, an area of deficiency being an 18-hole golf course which isn't really relevant because of the shared services with Farmington Hills and stated the City is well taken care of in terms of recreational facilities.

He then moved on to Section 5.3, Specific Recommendations and detailed plans for the Upper Rouge River & Grand River Corridor Plan, a non-motorized trail network called Riverwalk which originated with the Grand River Corridor Vision Plan and indicated the project will be implemented in phases as additional resources are attained. He stated system-wide recommendations would include upgrades and improvements to current parks and recreation facilities and services, design improvements to include updates to current park signage to identify as being part of Farmington's park system with uniform design themes in the lighting, benches, waste receptacles, bike racks and other amenities that represent Farmington parks.

The next chart, Timeline & Projects, was reviewed and he indicated all of the priorities set for these parks will be determined by estimating costs, funding sources, timing and other opportunities for partnerships with other organizations.

Christiansen turned the item back to the Chair.

Chairperson Crutcher inquired if anyone wanted to entertain a motion to open the Public Hearing.

MOTION by Gronbach, supported by Kmetzo, to open the Public Hearing.
Motion carried, all yes.

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

PUBLIC HEARING

Kathy Fruechtenicht, 32306 Valley View Circle, stated she just moved to Farmington and really likes it and is curious about the Riverwalk, she had never heard of it before and would like to know more about it.

Christiansen welcomed her to Farmington and thanked her for coming to the Public Hearing. He stated the Rouge River Nature Trail is a project that came about during the Grand River Corridor Authority Vision Plan where a lot of dialogue was generated about

natural features, specifically to the Rouge River, and how to link it to Grand River and the community. He stated a student group from U of M worked for the past year with the Authority and have just completed their report and it is available to review online.

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

(Public Hearing closed at 8:45 p.m.)

The floor was opened up for questions from the Commissioners.

Kmetzo questioned if the numbers on Page 5 for the estimated cost for Shiawassee Park included the acquisition of it.

Christiansen responded that is a separate issue and stated that the City has worked together with Farmington Public Schools on other projects and that currently the City maintains Shiawassee Park but doesn't own it, it is leased from them for a small monetary amount.

Chiara inquired about grant money being available for the switchback.

Christiansen stated there had been discussion about low grade switchbacks providing better access than the current bridge and stairs and that access is part of the downtown area plan. He indicated the first step will be with the redevelopment of the Maxfield Training Center and providing access down into the park but the City will have to seek financing as the timing of that grant has expired.

MOTION by Gronbach, supported by Chiara, to move to approve and accept the 2016 Recreation Master Plan Update as presented and forward it to City Council for their review and consideration.
Motion carried, all ayes.

Christiansen stated it is a very comprehensive plan and thanked Josh Penn and Michelle Foster from LSL for their hard work on the project.

FINAL SITE PLAN REVIEW, PLANNED UNIT DEVELOPMENT – SUBURBAN COLLECTION 37175 GRAND RIVER

Crutcher introduced this agenda item and turned it over to staff

Christiansen stated this is a final site plan review for the PUD proposed by Suburban Collection located at 37175 Grand River for the construction of a one-story vehicle prep building. He gave the history of the project and indicated that Suburban Collection has submitted a final site plan for construction of the building at the now Freedom Plaza site. He described the evolution of the four parcels of the PUD in detail.

He indicated the Council has received two review letters that were submitted, one by LSL and one by OHM and that Chris Gruba, consultant planner with LSL, is present and he will present theirs, and Jessica Howard will present OHM's. He indicated the petitioners were present as well.

Chairperson Crutcher called Chris Gruba from LSL to the podium.

Chris Gruba came to the podium He went on to say this is the final portion of the PUD, the other parcels have been completed or started and we are now here for Suburban Collection's site plan for a vehicle prep building and vehicle storage and that the generalized concept plan has changed a bit, but tonight basically he needs the Planning Commission's feedback on some of the items. He said it is a good plan but there are minor things that need to be addressed.

The storage on the property for the vehicles, 900 plus cars, there was a discrepancy between the number from the architect and the number from the engineers as well as the square footage of the building, the numbers were not consistent.

He stated one of the access road to the site is being closed off and others are shifting. The PUD stated there would be landscaping around the perimeter of the site to shield or screen the view of storing the cars. Also, the PUD contained language to add eighteen cherry trees and the masonry walls on south and east would be brought up to six feet tall and repaired and that the Planning Commission has the authority to raise the south property line from six feet to eight feet.

Things noticed on the plans that were more outstanding, the landscaping shown falls short of zoning ordinance requirements of the greenbelt and buffer zone to the east and south adjacent to the property. The Planning Commission can waive or modify the landscape requirements in the zoning ordinance.

On the proposed landscape plan indicates 18 cherry trees are required along Grand River, there are 12 to 14 with more on the main drive on Grand River, with a total of twenty-two. He stated the PUD required 18 along Grand River and needs guidance from the Planning Commission on that.

One of the other things is there is a missing portion of landscaping around the perimeter of the northwest of parcel 1, small portion, 200 feet, that has a masonry screen wall 5 feet tall and also a small space might be worthy of small landscaping

He stated they are asking for a typical truck turning template be added to accommodate entrance and exit onto the site.

He indicated part of the PUD agreement it was stated that the sidewalk be extended along Freedom Road frontage. The applicant has proposed installing a sidewalk along the parcel right up here and the sidewalk would end right where the exit for the trucks to

leave. The frontage along Freedom Road that dead ends, and he is asking for direction from the Planning Commission on that as it may be challenging because of the grades and costly and may not be completely effective in reaching the destination.

One of the other items he would like direction from the Planning Commission on is the applicant is proposing a decorative fence and there is no detail and I'm not sure if the Commission wants to make any comments on what kind of decorative fence.

He stated the light levels in the plan were slightly high and we would recommend bringing these to meet ordinance requirements.

The minor issues include the building being located further out on the site, the ordinance requires 20 percent of window on that side for esthetic purposes but there will not be a lot of people seeing it.

No future signage is shown on site plan.

Other minor things on the site plan is that some potential variances may be required. Sidewalk connectivity is one, none of the lightpoles in the parking lot are located in landscaped islands, there is lack of species diversity in the landscape plans for screening.

As a recap, he said there must be discussion of sidewalk along Freedom Road, the eighteen cherry trees along Grand River Avenue, deficient landscaping except the cherry trees, but that can be waived by the Planning Commission, and raising the wall from six feet to eight feet.

He thanked the Commission for their time.

Crutcher thanks him.

Jessica Howard from OHM was present to go over their letter.

Chairperson Crutcher invited her to the podium.

She highlighted the issues contained in the letter, stating there were no details provided for the five foot wall. She indicated the wall on the east side between the Tile Shop and Jamestown was not structurally sound and was fixed and it was noted that Suburban is to fix their wall on their property as well and that is not in their plans. No sidewalk is being proposed along Freedom Road in their plans though the PUD had it. The truck access easement for the truck route needs to be shown going through The Tile Shop and Digital Terrain's property. The trash enclosure proposed on the site with no details showing what type of enclosure it's going to be, walls around it, the fencing and concrete padding to be extended.

She stated that an Oakland County Drain goes through the site so repaving over it may be an issue. Also, details of the decorative fence along Freedom Road are not included, also utilities do not like trees to be planted over so the roots don't grow over, sanitary sewer should be shown on the plans and that they are asking for two parking spaces to be removed in order to allow easier access to the existing hydrants.

Crutcher invited Stanley Tkacz, owner and operator of Studio Designs – ST, to the podium. He indicated that he has been in this business for forty plus years and does not like going into a meeting and being blindsided by documents that he's never seen before. He stated that 90 percent of the deficiencies stated in the letters are on the plans. He demonstrated some of the items shown on their plans and indicated he doesn't know how to approach it.

Christiansen stated that the electronic set of plans included those documents but not the ones provided to the Planning Commission and OHM and LSL. He apologized for the oversight. He then explained the review letters and their purpose.

Tkacz responds that this site is not open to the public, there will be no customer parking. Truck layout was changed by moving it back into the site to make it swing better. He stated that the lighting is all on motion sensors.

Christiansen confirmed that the site is not open for public use and is intended to be used by SC for their vehicle preparation operation. He stated the main concern of the PUD was several fold: access was very important; screening was very important vegetatively and also to the wall; and the lighting was talked about with the building being adjacent to residential with the apartments, and to the east and to the south, single family.

Tkacz addressed the lighting poles, in the original plans they had landscape islands and we were told not since it was not a public parking lot.

Christiansen stated one comment he heard there is a requirement for sidewalks along the perimeter of properties. There was discussion

Christiansen indicated one comment made by consultants is the city has unique areas where we don't have pedestrian pathways but through Complete Streets they are trying to do it. He indicated it is a five foot concrete walk.

Christiansen asked to talk about the west property line and Tkacz detailed the material they were going to use. He then asked about the existing walls along the east and south and Tkacz reported they will be repaired.

Further discussion was held about the metal fence along the west side.

Tim Leroy from the Suburban Collection expressed concern about the landscaping on the back wall being destroyed.

The wall replacement and details of it were discussed further.

The plans were further gone over and demonstrated to the Planning Commission and He indicated the truck route was adjusted for better flow as the building was pushed back into the site and to the west.

The issue with signage is to be complied with in terms of City ordinance requirements.

He stated access and easement requirements will be done comprehensively.

Christiansen stated he discussed with Public Safety with respect to emergency access into that site that it was reviewed with Public Safety and they are comfortable with it.

He indicated the photometric plan is an important aspect, and it is important there is no spillover on adjacent properties.

Discussion was held on the color schemes on the building and samples were presented to the Commission.

As far as utility, the whole site ties in with stormwater management .

Christiansen stated most of the old Kmart storm sewers and grease interceptors will remain and if need be adjusted.

Gronbach stated he sees no reason that they can't approve this plan as long as they follow the PUD and coordinate with Administration

MOTION by Gronbach, supported by Majoros, to move to approve the PUD site plan as submitted by Suburban Collection, 37175 Grand River, with the acknowledgement that it meets guidelines as specified in the PUD plan and Administration coordinate details with regard to the review letter from OHM dated July 8, 2016 and the review letter from LSL dated July 5, 2016.

Motion carried, all ayes.

PUBLIC COMMENT

None heard

PLANNING COMMISSION COMMENTS


Chiara inquired if there is anything going in to the former Goodyear facility on Grand River.

ADJOURNMENT

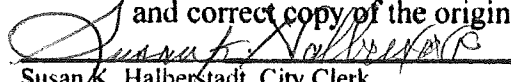
MOTION by Majoros, seconded by Chiara, to adjourn the meeting.
Motion carried, all ayes.

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,


Secretary

This document is certified to be a true
and correct copy of the original.


Susan K. Halberstadt, City Clerk

3/29/18
Date

E

APPENDIX E: GRANT HISTORY

In accordance with Michigan Department of Natural Resources (MDNR) requirements, the following list outlines all past recreation grants received by the City of Farmington:

1. Drake Road Park

In 1972, this was a park site development project that included improvements to equipment and facilities.

2. Drake Road Park

In 1967, this was an acquisition of land project that included the acquisition of 10 acres of land for neighborhood park development.

3. Farmington Recreation Facilities – Shiawassee Park

In 1985, this was a park site development project that included improvements to equipment and facilities.

4. Farmington Park Facility – Drake Park

In 1989, this was a park site development project that included the addition of equipment and renovation of facilities.

Farmington City Council Staff Report	Council Meeting Date: January 22, 2019	Item Number 7F
Submitted by: Charles Eudy, Superintendent		
Agenda Topic: 9 Mile Retention Generator transfer Switch Maintenance		
Proposed Motion: 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.		
Background: <p>Annually during the budget planning cycle administrative staff meet with Oakland County Water Resource Commission (OCWRC) to review the Farmington Retention Basin Long Range Plan (LRP). In 2018 OCWRC recommended to perform inspection/cleaning of the generator transverse switch. The inspection/cleaning of the transfer switch determined the generator manual charge mechanism is inoperable and requires replacement.</p> <p>The generator switchgear is needed to transfer the station to the standby generator when electrical service is interrupted from DTE, or to manually disconnecting the electrical switch gear for maintenance or service.</p> <p>The proposed Fiscal year 2018/19 budget included allocations for equipment improvements this fiscal year. Although a specific allocation for the generator manual charge mechanism was not defined, the other LRP improvements are less costly than planned and will allow funding to be available to complete this maintenance.</p>		
Materials: OCWRC recommended transfer switch maintenance letter dated January 18, 2019 OCWRC LRP letter dated November 21, 2018		



Jim Nash

November 21, 2018

Chuck Eudy
City of Farmington, Public Works Superintendent
23600 Liberty Street
Farmington, MI 48335

Re: Oakland County Water Resources Commissioner Office
Pump Maintenance and System Control Units
Farmington 2019 Long Range Plan Update

Dear Mr. Eudy:

We have completed a review of the long range plan for the City of Farmington. This letter is intended to provide details of the Capital Improvement and Major Maintenance Reserve projects scheduled for Fiscal Year 2018 and 2019. The fiscal year 2018 items are actual expenses for projects completed throughout the past fiscal year. We have also provided anticipated projects in the 2020 fiscal year.

Provided are the current water and sewer reserve balances for your review. Please contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "M. Drew Sandahl".

M. Drew Sandahl, P.E.
Civil Engineer III



RETENTION BASIN

ACTIVITY	FY 2018	FY 2019	FY 2020
	7/1/17-6/30/18	7/1/18-6/30/19	7/1/19-6/30/20
Chlorine Injection Pump Replacements (Invoice WAS0000200)	\$4,664.90		
High Service Water Pump		\$7,000	
Motor Control Center Cleaning	\$3,759.01*	\$5,775	
Basin #2 Expansion Joint Repair (WAS0000187)	\$14,715.19		
Basin #1 Expansion Joint Repair			\$16,000
Pump #4 Overhaul		\$6,000	
Pump #5 Rebuild		\$8,805	
Pump Rehabilitation		\$6,000	\$6,000
Blower Restoration		\$7,500	
Twin Valley and Chesley Lift Station SCADA (DEQ0000668)	\$39,022.76		
Retention Basin SCADA		\$18,000	
Basin Lighting			\$6,500
Generator Manual Charge Mechanism		\$10,600	
Overhead Crane Repair			\$15,000
Total	\$62,161.86	\$69,680	\$43,500

* Denote WRC labor in FY 2018. Motor City invoice will be in FY 2019.

Details

WRC completed training on the newly installed chlorine injection pumps at the retention basin. Furthermore, SCADA upgrades were completed at the Twin Valley and Chesley lift stations. WRC also completed joint restoration on Basin Two.

Further cleaning and testing for the Motor Control Center (MCC) has been completed. We are awaiting invoicing from Motor City for this work. Testing conducted on the MCC revealed that the trip unit on the MCC#1 feeder breaker was inoperable. Additionally, the generator input breaker on the manual charging mechanism is defective. Therefore, WRC is proposing to address the inoperable and defective components of the MCC. WRC estimates that this work will be





Jim Nash

approximately \$10,600. We have included the proposal provided by Rotor Electric with this letter.

As of the writing of this letter, WRC has completed rebuilding both High Service Water Pumps and rebuilt Pump #5. We will complete our final accounting for these projects and send an invoice for these services.

WRC intends to rehabilitate a pump each year for the next two fiscal years. Also the air handling unit (blowers) for the basin is near the end of its useful life. The blowers should be restored in the very near future.

Two items that have not been previously presented during our long range planning reviews are: Basin Lighting and Overhead Crane Repair.

The overhead crane is inoperable and was recently taken out of service. It needs a new control box and additional service. WRC has not yet reviewed the scope of repairs for the crane with a service professional. As such, this estimated cost is subject to change.

Lastly, the lighting within the basins is beginning to fail. Basin one only has one of four operational lights. This poses a safety risk for staff entering the basins. WRC has obtained a proposal from Rotor Electric to perform this work and it is attached to this letter.



Water

ACTIVITY	FY 2018	FY 2019	FY 2020
	7/1/17- 6/30/18	7/1/18- 6/30/19	7/1/19- 6/30/20
Booster Station Transfer Switch (WAS0000197)	\$26,046.63		
Ground Storage Tank Restoration (WAS00000001)	\$170,586.09		
Pump 1 Rehabilitation		\$5,000	
Pump 2 Rehabilitation		\$5,000	
Pump 3 Rehabilitation			\$8,500
SCADA (Booster, Tank, FA-02)			\$54,000
Piping Analysis		\$5,000	
Pipe Rehabilitation*			\$20,000
Totals	\$196,632.72	\$15,000	\$82,500

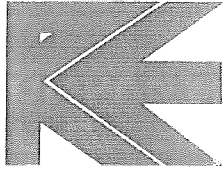
Details

WRC completed two significant projects for the water system during the 2018 fiscal year. The booster station transfer switch is now operational. Additionally, the ground storage tank restoration was completed.

WRC intends to perform rehabilitation for both Pump 1 and 2 at the booster station. Furthermore, WRC intends to complete a piping analysis at the booster using our blanket contractor, Dixon Engineer. Lastly, WRC intends to start implementation of a new SCADA system at the Booster, Storage Tank, and meter FA-02.

Dependent on the piping analysis, we are planning for piping rehabilitation in fiscal year 2020.





**ROTOR ELECTRIC COMPANY
OF MICHIGAN, LLC**

9522 Grinnell
Detroit, MI 48213
TEL: 313-891-0311
FAX: 313-891-0511
www.rotorelectric.com

September 20 2018

Mr. Robert Maechtle
Motor City Electric Technologies Inc.
9440 Grinnell St.
Detroit, MI 48213

Re: OCWRC Farmington CSO
Generator Input and MCC31 Feeder Breaker Repairs
GBP 18-2762

Rotor Electric is pleased to provide a quotation in the amount of six thousand, two hundred dollars (\$6,200.00) for the labor and materials to:

A: Remove and replace and inoperative trip unit / programmer on the MCC#1 feeder breaker. Both the trip unit and the rating plug will be replaced with used and tested components. All components come with a one (1) year warranty.

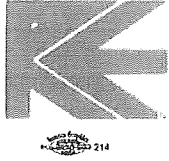
B: Remove and replace defective components in the generator input breaker Manual charging mechanism. All replacement charging mechanism components will be used and tested components. All components come with a one (1) year warranty.

The switchgear will need to be de-energized to access the MCC #1 feeder breaker and make the repairs to it. This will be accomplished through coordinated switching with the OCWRC operations / maintenance personnel. The switchgear will be re-energized once this breaker is repaired and tested. The repairs to the generator input breaker will be made with the switchgear energized.

Your consideration of this proposal will be greatly appreciated.

Sincerely,

Norman M. Stangis



**ROTOR ELECTRIC COMPANY
OF MICHIGAN, LLC**

9522 Grinnell Avenue
Detroit, MI 48213
(313) 891-0331 Phone
(313) 891-0511 Fax
www.rotorelectric.com

August 24, 2018

O.C.W.R.C.
One Public Works Drive
Waterford, Michigan 48328

Attention: Mr. Munther Najor

Regarding: Farmington CSO Retention Basin
Retention Basin Fixture Replacement
GBP No. 18-2743

Gentlemen:

We are pleased to offer our proposal to replace existing explosion proof light fixtures mounted to the ceiling of the retention basin with LED explosion proof fixtures. Please be advised that because of access and the fact that the work is in a permit entry confined space, it is a costly installation.

We are offering a unit price, which due to the nature of the work in that there are no economies of scale, cannot be reduced by increasing the number of fixtures. It is necessary to assemble and to disassemble scaffolding for each fixture. This is a costly procedure.

The price per fixture is four thousand four hundred dollars (\$4,400.00).

If there are any questions regarding this, please contact us.

Very truly yours,
ROTOR ELELCTRIC COMPANY

Benjamin Rosenberg

Run by: WRC_REPORTING
 Run: 11/06/2018 at 01:20 PM
 Scope: 57620 Farm City SDS Retention Basin
 Fiscal Period: Month 12 2018

Oakland County - Water Resources Commissioner's Office
Statement of Net Assets
As of Date: Sep 30, 2018
Fund: 57620 Farm City SDS Retention Basin

	MAJOR MAINTENANCE RESERVE	EMERGENCY MAINTENANCE RESERVE	CAPITAL IMPROVEMENT RESERVE	UNDESIGNATED RETAINED EARNINGS	TOTAL
Total Net Assets Beginning	0.00	0.00	8,607.00	(7,607.04)	999.96
Increases	0.00	0.00	0.00	109,438.48	109,438.48
Decreases	0.00	0.00	0.00	89,647.05	89,647.05
Adjustments	0.00	0.00	0.00	0.00	0.00
Total Net Assets Ending	<u>0.00</u>	<u>0.00</u>	<u>8,607.00</u>	<u>12,184.39</u>	<u>20,791.39</u>
Net Assets Invested in Capital as of 09/30/2018				<u>0.00</u>	<u>0.00</u>
ESTIMATED Undesignated Retained Earnings				<u>12,184.39</u>	<u>20,791.39</u>

Run by: WRC_REPORTING
 Run: 11/06/2018 at 12:58 PM
 Scope: 57295 Farmington Water
 Fiscal Period: Month 12 2018

Oakland County - Water Resources Commissioner's Office
Statement of Net Assets
As of Date: Sep 30, 2018
Fund: 57295 Farmington Water

	MAJOR MAINTENANCE RESERVE	EMERGENCY MAINTENANCE RESERVE	CAPITAL IMPROVEMENT RESERVE	UNDESIGNATED RETAINED EARNINGS	TOTAL
Total Net Assets Beginning	0.00	0.00	4,485.00	(1,002.20)	3,482.80
Increases	0.00	0.00	0.00	247,506.56	247,506.56
Decreases	0.00	0.00	4,485.00	237,940.70	242,425.70
Adjustments	0.00	0.00	0.00	0.00	0.00
Total Net Assets Ending	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,563.66</u>	<u>8,563.66</u>
Net Assets Invested in Capital as of 09/30/2018				<u>0.00</u>	<u>0.00</u>
ESTIMATED Undesignated Retained Earnings				<u>8,563.66</u>	<u>8,563.66</u>



WRC
WATER RESOURCES COMMISSIONER

Jim Nash

January 17, 2019

Chuck Eudy
City of Farmington, Public Works Superintendent
23600 Liberty Street
Farmington, MI 48335

Re: Oakland County Water Resources Commissioner Office
Farmington Retention Basin
Generator Charge Mechanism Replacement

Dear Mr. Eudy:

As indicated in our Long Range Plan Update letter dated November 21, 2018, the generator manual charge mechanism at the retentions basin is inoperable. We are recommending completing this repair this fiscal year.

WRC will retain a contractor to perform the replacement of the mechanism. We will have staff provide assistance to the contractor. Below is a detailed breakdown of our estimated expenses for the project:

Contracted Services - \$6,500

WRC Services - \$3,100

Contingency - \$1,000

TOTAL - \$10,600

Sincerely,



M. Drew Sandahl, P.E.
Civil Engineer III



Farmington City Council Staff Report	Council Meeting Date: January 22, 2019	Item Number 7G
Submitted by: Charles Eudy, Superintendent		
Agenda Topic: 9 Mile Retention Supervisory Control and Data Acquisition (SCADA) Improvements		
Proposed Motion: 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.		
<p>Background: Annually during the budget planning cycle administrative staff meet with Oakland County Water Resource Commission (OCWRC) to review the Farmington Retention Basin Long Range Plan (LRP). In 2018 OCWRC recommended the replacement of the SCADA hardware at all OCWRC maintain facilities and City of Farmington locations using the OCWRC SCADA. The existing SCADA equipment is 10-15 years old and soon service will no longer be supported. OCWRC having one approved vendor to provide SCADA service approved the selection of equipment for the City of Farmington locations. OCWRC has standardized the SCADA equipment for all locations. Both OCWRC and the vendor is trained and able to provide service as needed</p> <p>The proposed Fiscal year 2018/19 budget included allocations to replace the SCADA equipment this fiscal year. In addition to replacing the SCADA equipment all locations now have cellular modems to transfer information to OCWRC, instead of relying on radio communications.</p> <p>Fiscal Year 18/19 allocated \$65,000 to update SCADA at 9 Mile Twin Valley, Chesley lift stations, and 9 Mile Retention. The Twin Valley, and Chesley improvements have been completed last month with an expense of \$39,022.76, leaving \$25,977.24 to complete the improvements at 9 Mile Retention.</p>		
<p>Materials: OCWRC recommended SCADA replacement letter dated January 18, 2019 OCWRC LRP letter dated November 21, 2018</p>		



WRC

WATER RESOURCES COMMISSIONER

Jim Nash

January 18, 2019

Chuck Eudy
City of Farmington, Public Works Superintendent
23600 Liberty Street
Farmington, MI 48335

Re: Oakland County Water Resources Commissioner Office (OCWRC)
Farmington Retention Basin
Supervisory Control and Data Acquisition (SCADA) Improvements

Dear Mr. Eudy:

As indicated in our Long Range Plan Update letter dated November 21, 2018, WRC is recommending replacement of the existing SCADA system at the retention basin. The existing SCADA system hosted by Oakland County will be decommissioned in the near future.

The existing SCADA system relied on software and hardware from the early 1990s. This equipment has become obsolete and replacement parts are difficult to locate. Furthermore, the reliability of the communication network for this system has decreased; this has resulted in frequent communication losses between remote sites and the OCWRC head end.

WRC will retain a contractor to complete custom programming required for the retention basin. Additionally, WRC will design operational screens to be utilized at the site and remotely to monitor the basin. We will conduct screen review meetings with you during the design phase. Below are our estimated expenses for this project.

Contracted Services - \$6,500
WRC Services - \$5,500
TOTAL - \$12,000

We will await your authorization to proceed with this work. Please contact me directly at 248-285-8375 if you have any questions regarding this project.

Sincerely,



M. Drew Sandahl, P.E.
Civil Engineer III





Jim Nash

November 21, 2018

Chuck Eudy
City of Farmington, Public Works Superintendent
23600 Liberty Street
Farmington, MI 48335

Re: Oakland County Water Resources Commissioner Office
Pump Maintenance and System Control Units
Farmington 2019 Long Range Plan Update

Dear Mr. Eudy:

We have completed a review of the long range plan for the City of Farmington. This letter is intended to provide details of the Capital Improvement and Major Maintenance Reserve projects scheduled for Fiscal Year 2018 and 2019. The fiscal year 2018 items are actual expenses for projects completed throughout the past fiscal year. We have also provided anticipated projects in the 2020 fiscal year.

Provided are the current water and sewer reserve balances for your review. Please contact me if you have any questions.

Sincerely,

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M. Drew Sandahl, P.E.
Civil Engineer III



RETENTION BASIN

ACTIVITY	FY 2018	FY 2019	FY 2020
	7/1/17-6/30/18	7/1/18-6/30/19	7/1/19-6/30/20
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Details

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Jim Nash

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Water

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	7/1/17- 6/30/18	7/1/18- 6/30/19	7/1/19- 6/30/20
Booster Station Transfer Switch (WAS0000197)	\$26,046.63		
Ground Storage Tank Restoration (WAS00000001)	\$170,586.09		
Pump 1 Rehabilitation		\$5,000	
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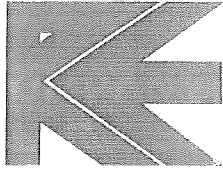
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Dependent on the piping analysis, we are planning for piping rehabilitation in fiscal year 2020.





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OF MICHIGAN, LLC**

9522 Grinnell
Detroit, MI 48213
TEL: 313-891-0311
FAX: 313-891-0511
www.rotorelectric.com

September 20 2018

Mr. Robert Maechtle
Motor City Electric Technologies Inc.
9440 Grinnell St.
Detroit, MI 48213

Re: OCWRC Farmington CSO
Generator Input and MCC31 Feeder Breaker Repairs
GBP 18-2762

Rotor Electric is pleased to provide a quotation in the amount of six thousand, two hundred dollars (\$6,200.00) for the labor and materials to:

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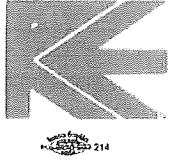
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Your consideration of this proposal will be greatly appreciated.

Sincerely,

Norman M. Stangis



**ROTOR ELECTRIC COMPANY
OF MICHIGAN, LLC**

9522 Grinnell Avenue
Detroit, MI 48213
(313) 891-0331 Phone
(313) 891-0511 Fax
www.rotorelectric.com

August 24, 2018

O.C.W.R.C.
One Public Works Drive
Waterford, Michigan 48328

Attention: Mr. Munther Najor

Regarding: Farmington CSO Retention Basin
Retention Basin Fixture Replacement
GBP No. 18-2743

Gentlemen:

We are pleased to offer our proposal to replace existing explosion proof light fixtures mounted to the ceiling of the retention basin with LED explosion proof fixtures. Please be advised that because of access and the fact that the work is in a permit entry confined space, it is a costly installation.

We are offering a unit price, which due to the nature of the work in that there are no economies of scale, cannot be reduced by increasing the number of fixtures. It is necessary to assemble and to disassemble scaffolding for each fixture. This is a costly procedure.

The price per fixture is four thousand four hundred dollars (\$4,400.00).

If there are any questions regarding this, please contact us.

Very truly yours,
ROTOR ELELCTRIC COMPANY

Benjamin Rosenberg

Run by: WRC_REPORTING
 Run: 11/06/2018 at 01:20 PM
 Scope: 57620 Farm City SDS Retention Basin
 Fiscal Period: Month 12 2018

Oakland County - Water Resources Commissioner's Office
Statement of Net Assets
As of Date: Sep 30, 2018
Fund: 57620 Farm City SDS Retention Basin

	MAJOR MAINTENANCE RESERVE	EMERGENCY MAINTENANCE RESERVE	CAPITAL IMPROVEMENT RESERVE	UNDESIGNATED RETAINED EARNINGS	TOTAL
Total Net Assets Beginning	0.00	0.00	8,607.00	(7,607.04)	999.96
Increases	0.00	0.00	0.00	109,438.48	109,438.48
Decreases	0.00	0.00	0.00	89,647.05	89,647.05
Adjustments	0.00	0.00	0.00	0.00	0.00
Total Net Assets Ending	<u>0.00</u>	<u>0.00</u>	<u>8,607.00</u>	<u>12,184.39</u>	<u>20,791.39</u>
Net Assets Invested in Capital as of 09/30/2018				<u>0.00</u>	<u>0.00</u>
ESTIMATED Undesignated Retained Earnings				<u>12,184.39</u>	<u>20,791.39</u>

Run by: WRC_REPORTING
 Run: 11/06/2018 at 12:58 PM
 Scope: 57295 Farmington Water
 Fiscal Period: Month 12 2018

Oakland County - Water Resources Commissioner's Office
Statement of Net Assets
As of Date: Sep 30, 2018
Fund: 57295 Farmington Water

	MAJOR MAINTENANCE RESERVE	EMERGENCY MAINTENANCE RESERVE	CAPITAL IMPROVEMENT RESERVE	UNDESIGNATED RETAINED EARNINGS	TOTAL
Total Net Assets Beginning	0.00	0.00	4,485.00	(1,002.20)	3,482.80
Increases	0.00	0.00	0.00	247,506.56	247,506.56
Decreases	0.00	0.00	4,485.00	237,940.70	242,425.70
Adjustments	0.00	0.00	0.00	0.00	0.00
Total Net Assets Ending	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,563.66</u>	<u>8,563.66</u>
Net Assets Invested in Capital as of 09/30/2018				<u>0.00</u>	<u>0.00</u>
ESTIMATED Undesignated Retained Earnings				<u>8,563.66</u>	<u>8,563.66</u>