



Regular City Council Meeting
7:00 p.m., Monday, November 19, 2018
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. **Farmington Quarterly Investment Reports**
 - B. **Farmington Quarterly Financial Reports**
 - C. **Farmington Quarterly Financial Reports - Court**
 - D. **Farmington Monthly Payments Report**
 - E. **Farmington Public Safety Monthly Report**
 - F. **Accept and File Local Government Retirement System Annual Report**
 - G. **Accept City of Farmington Board and Commission Minutes**
 - H. **Farmington City Council Meeting Minutes**
October 15, 2018 Special Meeting
October 15, 2018 Regular Meeting
 - I. **Consideration to Adopt Resolution Establishing 2019 Farmington City Council Dates**
 - J. **Consideration to Adopt Resolution Establishing 2019 DDA Events**
 - K. **Consideration to Approve Market Manager Contract**
 - L. **Consideration to Approve Farmington Civic Theater Manager Contract**
5. **APPROVAL OF REGULAR AGENDA**
6. **PRESENTATION/PUBLIC HEARINGS**
 - A. **Plante & Moran Annual City Audit Presentation**
 - B. **Public Hearing Program Year 2019 Community Development Block Grant Application**
7. **UNFINISHED BUSINESS**
 - A. **Consideration to Approve 2019 Program Year Community Development Block Grant Application**
8. **NEW BUSINESS**
 - A. **Special Event Permit – Light up the Grand & Holly Days**
 - B. **Special Event Permit – Farmington Winter Artisans Market**
 - C. **Consideration to Authorize Purchase of SwapLoader Roll-off Container Attachment**

- 9. DEPARTMENT COMMENT**
- 10. CITY COUNCIL COMMENTS**
- 11. CLOSED SESSION**
 - A. Collective Bargaining Negotiation**
 - B. Confidential Communication from Legal Council**
- 12. ADJOURNMENT**

Farmington City Council Agenda Item	Council Meeting Date: November 19, 2018	Item Number 4A	
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Quarterly Investment Report –6/30/18 & 9/30/18			
<u>Proposed Motion</u> Approve Farmington Quarterly Investment Report – 6/30/18 & 9/30/18			
<u>Background</u> See attachment			
<u>Materials Attached</u> Farmington Quarterly Investment Report – 6-30-18 Farmington Quarterly Investment Report – 9-30-18			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

INVESTMENT REPORT
CITY OF FARMINGTON
QUARTER ENDED JUNE 30, 2018

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

CITY OF FARMINGTON
 QUARTER ENDING JUNE 30, 2018

	BALANCE	BALANCE	BALANCE	RATE OF RETURN			MATURITY	RATING	RATING AGENCY
	4/30/18	5/31/18	6/30/18	4/30/18	5/31/18	6/30/18			
Pooled Mutual Funds:									
Comerica	\$ 255,737	\$ 256,103	\$ 506,841	1.630%	1.720%	1.850%	Daily	Not rated	N/A
Oakland County Investment Pool	6,395,474	5,656,542	3,629,893	2.027%	2.160%	1.327%	Daily	Not rated	N/A
Michigan Class	257,935	508,488	509,368	1.900%	2.020%	2.110%	Daily	AAAm	S&P
Total Pooled Funds:	6,909,147	6,421,133	4,646,102						
Certificates of Deposit:									
Flagstar	504,507	-	-	0.850%			5/31/2018	5	Bauer
Flagstar	-	510,765	510,765		1.950%	1.950%	8/30/2018	5	Bauer
Chemical Bank	208,413	-	-	1.470%			5/31/2018	4	Bauer
Chemical Bank	-	209,463	209,463		1.950%	1.950%	11/29/2018	4	Bauer
Chemical Bank	-	-	1,000,000			2.850%	6/27/2019	4	Bauer
Crestmark	-	-	500,000			2.500%	12/27/2018	5	Bauer
Total Certificates of Deposit:	712,920	720,228	2,220,228						
Uninvested:	\$ 1,377,607	\$ 1,546,337	\$ 1,792,815	Bank Analysis Credit Earned			N/A		
TOTAL:	\$ 8,999,674	\$ 8,687,698	\$ 8,659,145						

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

INVESTMENT REPORT

CITY OF FARMINGTON

QUARTER ENDED SEPTEMBER 30, 2018

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

CITY OF FARMINGTON
 QUARTER ENDING SEPTEMBER 30, 2018

	BALANCE			RATE OF RETURN			MATURITY	RATING	RATING AGENCY
	7/31/18	8/31/18	9/30/18	7/31/18	8/31/18	9/30/18			
Pooled Mutual Funds:									
Comerica	\$ 440,904	\$ 451,551	\$ 443,443	1.850%	1.850%	1.960%	Daily	Not rated	N/A
Oakland County Investment Pool	4,095,518	4,193,526	3,246,693	1.327%	1.618%	2.080%	Daily	Not rated	N/A
Michigan Class	443,225	4,896,681	4,809,953	2.180%	2.170%	2.170%	Daily	AAAm	S&P
Total Pooled Funds:	4,979,647	9,541,758	8,500,089						
Certificates of Deposit:									
Horizon	-	500,000	500,000		2.300%	2.300%	11/29/2018	5	Bauer
Flagstar	510,765	-	-	1.950%			8/30/2018	5	Bauer
Chemical Bank	209,463	209,463	209,463	1.950%	1.950%	1.950%	11/29/2018	4	Bauer
Chemical Bank	1,000,000	1,000,000	1,000,000	2.850%	2.850%	2.850%	6/27/2019	4	Bauer
Crestmark	500,000	500,000	500,000	2.500%	2.500%	2.500%	12/27/2018	4	Bauer
Total Certificates of Deposit:	2,220,228	2,209,463	2,209,463						
Uninvested:	\$ 1,574,238	\$ 1,917,219	\$ 998,171	Bank Analysis Credit Earned			N/A		
TOTAL:	\$ 8,774,113	\$ 13,668,440	\$ 11,707,723						

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

Farmington City Council Agenda Item		Council Meeting Date: November 19, 2018	Item Number 4B
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Quarterly Financial Report – 6/30/18 & 9/30/18			
<u>Proposed Motion</u> Approve Farmington Quarterly Financial Report – 6/30/18 & 9/30/18			
<u>Background</u> See attachment			
<u>Materials Attached</u> Farmington Quarterly Financial Report – 6-30-18 Farmington Quarterly Financial Report – 9-30-18			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

FINANCIAL REPORT
CITY OF FARMINGTON
QUARTER ENDED JUNE 30, 2018

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

CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 6-30-18

BUDGETED FUNDS:

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

Property Taxes	4,618,521.00	4,634,574.55	16,053.55	General Government	1,987,034.00	1,749,862.78	(237,171.22)
Licenses & Permits	147,800.00	139,354.00	(8,446.00)	Court	528,260.00	528,260.04	0.04
Federal Grants	32,876.00	32,876.00	0.00	Public Safety	3,840,365.00	3,745,243.03	(95,121.97)
State Shared Revenues & Grants	1,114,655.00	1,082,826.56	(31,828.44)	Public Services	1,139,792.00	1,123,646.87	(16,145.13)
Charges For Services	2,039,751.00	2,069,719.22	29,968.22	Health & Welfare	7,359.00	6,992.16	(366.84)
Fines & Forfeits	450,300.00	453,667.41	3,367.41	Community & Econ. Development	195,870.00	166,775.07	(29,094.93)
Other Revenue	226,284.00	240,666.89	14,382.89	Recreation & Cultural	771,860.00	736,080.63	(35,779.37)
Transfer, Capital Improvement Fund	213,000.00	0.00	(213,000.00)	Transfer, Nonvoted Debt Service	160,924.00	161,010.45	86.45
				Transfer, OPEB Debt Service	436,360.00	436,360.00	0.00
				Transfer, S/A Debt Fund	120,323.00	120,323.00	0.00
Total Revenues:	8,843,187.00	8,653,684.63	(189,502.37)	Total Expenditures:	9,188,147.00	8,774,554.03	(413,592.97)
Appropriation, Fund Equity	344,960.00	120,869.40		Transfer, Fund Equity	0.00	0.00	
Total Revenues/Appr Fund Equity:	9,188,147.00	8,774,554.03		Total Expenditures/Trans Fund Equity	9,188,147.00	8,774,554.03	

CAPITAL IMPROVEMENT FUND:

Transfer, Theater Fund	25,000.00	25,000.00	0.00	Transfer, General Fund	213,000.00	0.00	(213,000.00)
Other Revenue	254,500.00	5,368.91	(249,131.09)	Transfer, Theater Fund	15,500.00	0.00	
Total Revenues:	279,500.00	30,368.91	(249,131.09)	Total Expenditures:	228,500.00	0.00	(213,000.00)
Appropriation, Fund Equity	0.00	0.00		Transfer, Fund Equity	51,000.00	30,368.91	
Total Revenues/Appr Fund Equity:	279,500.00	30,368.91		Total Expenditures/Trans Fund Equity	279,500.00	30,368.91	

CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 6-30-18

BUDGETED FUNDS:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
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MAJOR STREET FUND:

State Shared Revenue	626,588.00	639,160.49	12,572.49	Operation & Maintenance	338,907.00	298,069.25	(40,837.75)
Contracts and Grants	103,099.00	90,072.42	(13,026.58)	Construction	136,089.00	107,033.15	(29,055.85)
Other Revenue	100,313.00	103,864.24	3,551.24	Debt Service	143,700.00	143,700.00	0.00
Transfer, Municipal Street Fund	15,000.00	13,225.00	(1,775.00)				
Total Revenues:	845,000.00	846,322.15	1,322.15	Total Expenditures:	618,696.00	548,802.40	(69,893.60)
Appropriation, Fund Equity	0.00	0.00		Transfer, Fund Equity	226,304.00	297,519.75	
Total Revenues/Appr Fund Equity:	845,000.00	846,322.15		Total Expenditures/Trans Fund Equity	845,000.00	846,322.15	

LOCAL STREET FUND:

State Shared Revenue	265,017.00	269,459.27	4,442.27	Operation & Maintenance	230,882.00	172,057.66	(58,824.34)
Special Assessments	11,400.00	11,850.00	450.00	Construction	526,449.00	456,985.82	(69,463.18)
Other Revenue	13,142.00	13,949.66	807.66				
Transfer, Municipal Street Fund	522,014.00	452,550.93	(69,463.07)				
Total Revenues:	811,573.00	747,809.86	(63,763.14)	Total Expenditures:	757,331.00	629,043.48	(128,287.52)
Appropriation, Fund Equity	0.00	0.00		Transfer, Fund Equity	54,242.00	118,766.38	
Total Revenues/Appr Fund Equity:	811,573.00	747,809.86		Total Expenditures/Trans Fund Equity	811,573.00	747,809.86	

MUNICIPAL STREET FUND:

Property Taxes	473,030.00	473,850.92	820.92	Transfer, Major Street Fund	15,000.00	13,225.00	(1,775.00)
State Shared Revenue	6,969.00	6,969.33	0.33	Transfer, Local Street Fund	522,014.00	452,550.93	(69,463.07)
Other Revenue	7,000.00	8,671.48	1,671.48				
Total Revenues:	486,999.00	489,491.73	2,492.73	Total Expenditures:	537,014.00	465,775.93	(71,238.07)
Appropriation, Fund Equity	50,015.00	0.00		Transfer, Fund Equity	0.00	23,715.80	
Total Revenues/Appr Fund Equity:	537,014.00	489,491.73		Total Expenditures/Trans Fund Equity	537,014.00	489,491.73	

CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 6-30-18

BUDGETED FUNDS:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
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BROWNFIELD REDEVELOP AUTHORITY:

Total Revenues:	2,770.00	3,031.63	261.63	Total Expenditures:	2,670.00	2,670.00	0.00
Appropriation, Fund Equity	0.00	0.00		Transfer, Fund Equity	100.00	361.63	
Total Revenues/Appr Fund Equity:	2,770.00	3,031.63		Total Expenditures/Trans Fund Equity	2,770.00	3,031.63	

CORRIDOR IMPROVEMENT AUTHORITY:

Total Revenues:	150.00	382.85	232.85	Total Expenditures:	5,000.00	0.00	(5,000.00)
Appropriation, Fund Equity	4,850.00	0.00		Transfer, Fund Equity	0.00	382.85	
Total Revenues/Appr Fund Equity:	5,000.00	382.85		Total Expenditures/Trans Fund Equity	5,000.00	382.85	

DWTWN DEVELOPMENT AUTHORITY:

Total Revenues:	612,087.00	622,733.71	10,646.71	Total Expenditures:	661,029.00	584,368.87	(76,660.13)
Appropriation, Fund Equity	48,942.00	0.00		Transfer, Fund Equity	0.00	38,364.84	
Total Revenues/Appr Fund Equity:	661,029.00	622,733.71		Total Expenditures/Trans Fund Equity	661,029.00	622,733.71	

TOTAL BUDGETARY FUNDS REVENUE:	\$11,393,825.47			TOTAL BUDGETARY FUNDS EXPENDITURES:	\$11,514,694.87		
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CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 6-30-18

SUPPLEMENTAL INFORMATION:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
WATER & SEWER FUND:							
Water & Sewer Sales	4,894,789.00	4,930,757.21	35,968.21	Operating & Maintenance	4,215,760.00	4,250,884.61	35,124.61
Service Fees	70,000.00	76,743.30	6,743.30	Total O & M Expenditures:	4,215,760.00	4,250,884.61	35,124.61
Other Revenue	43,500.00	66,640.00	23,140.00	Capital Outlay	625,784.00	462,930.68	(162,853.32)
				Debt, Principal and Interest	318,268.00	318,267.04	(0.96)
				Transfer, OPEB Debt Service	22,966.00	22,966.00	0.00
Total Revenues:	5,008,289.00	5,074,140.51	65,851.51	Capital & Debt Outlays	967,018.00	804,163.72	(162,854.28)
Appropriation, Fund Equity	174,489.00	(19,092.18)		Transfer, Debt & Equity	0.00	0.00	
Total O & M/ Other Revenues:	5,182,778.00	5,055,048.33		Total O & M Exp.& Trans Debt & Equity	5,182,778.00	5,055,048.33	

FARMINGTON COMMUNITY THEATER FUND:

Admission/Rentals/Concessions	526,050.00	513,801.48	(12,248.52)	Operation & Maintenance	540,926.00	528,699.66	(12,226.34)
Other Revenue	11,700.00	16,035.45	4,335.45	Total O & M Expenditures:	540,926.00	528,699.66	(12,226.34)
Transfer, Capital Improvement Fund	15,500.00	0.00	(15,500.00)	Capital Outlay	26,075.00	10,575.00	(15,500.00)
Total Revenues:	553,250.00	529,836.93	(23,413.07)	Total Capital Outlays	26,075.00	10,575.00	(15,500.00)
Appropriation, Fund Equity	13,751.00	9,437.73		Transfer, Fund Equity	0.00	0.00	
Total Financing Sources:	567,001.00	539,274.66		Total O & M Exp.& Trans Debt & Equity	567,001.00	539,274.66	

FINANCIAL REPORT
CITY OF FARMINGTON
QUARTER ENDED SEPTEMBER 30, 2018

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

CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 9-30-18

BUDGETED FUNDS:

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

Property Taxes	4,847,324.00	4,559,871.65	(287,452.35)	General Government	1,859,049.00	437,086.24	(1,421,962.76)
Licenses & Permits	161,300.00	54,574.00	(106,726.00)	Court	511,545.00	127,886.25	(383,658.75)
Federal Grants	23,622.00	0.00	(23,622.00)	Public Safety	3,888,572.00	917,685.79	(2,970,886.21)
State Shared Revenues & Grants	1,104,199.00	4,757.24	(1,099,441.76)	Public Services	1,332,231.00	374,654.97	(957,576.03)
Charges For Services	2,028,283.00	595,871.75	(1,432,411.25)	Health & Welfare	6,930.00	200.00	(6,730.00)
Fines & Forfeits	480,500.00	76,400.79	(404,099.21)	Community & Econ. Development	216,158.00	35,799.68	(180,358.32)
Other Revenue	189,800.00	37,870.88	(151,929.12)	Recreation & Cultural	767,842.00	90,888.91	(676,953.09)
Transfer, Capital Improvement Fund	223,000.00	0.00	(223,000.00)	Transfer, Nonvoted Debt Service	158,893.00	3,870.26	(155,022.74)
				Transfer, OPEB Debt Service	439,714.00	0.00	(439,714.00)
				Transfer, S/A Debt Fund	125,882.00	300.00	(125,582.00)
Total Revenues:	9,058,028.00	5,329,346.31	(3,728,681.69)	Total Expenditures:	9,306,816.00	1,988,372.10	(7,318,443.90)
Appropriation, Fund Equity	248,788.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	9,306,816.00	5,329,346.31		Total Expenditures/Trans Fund Equity	9,306,816.00	1,988,372.10	

CAPITAL IMPROVEMENT FUND:

Transfer, Theater Fund	25,000.00	0.00	(25,000.00)	Transfer, General Fund	223,000.00	0.00	(223,000.00)
Other Revenue	1,000.00	1,371.23	371.23				
Total Revenues:	26,000.00	1,371.23	(24,628.77)	Total Expenditures:	223,000.00	0.00	(223,000.00)
Appropriation, Fund Equity	197,000.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	223,000.00	1,371.23		Total Expenditures/Trans Fund Equity	223,000.00	0.00	

CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 9-30-18

BUDGETED FUNDS:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
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MAJOR STREET FUND:

State Shared Revenue	616,659.00	61,794.28	(554,864.72)	Operation & Maintenance	371,031.00	55,834.30	(315,196.70)
Contracts and Grants	122,462.00	5,470.09	(116,991.91)	Construction	421,000.00	22,138.45	(398,861.55)
Other Revenue	20,325.00	1,779.79	(18,545.21)	Debt Service	143,923.00	135,830.00	(8,093.00)
Transfer, Municipal Street Fund	15,000.00	0.00	(15,000.00)				
Total Revenues:	774,446.00	69,044.16	(705,401.84)	Total Expenditures:	935,954.00	213,802.75	(722,151.25)
Appropriation, Fund Equity	161,508.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	935,954.00	69,044.16		Total Expenditures/Trans Fund Equity	935,954.00	213,802.75	

LOCAL STREET FUND:

State Shared Revenue	260,561.00	26,014.91	(234,546.09)	Operation & Maintenance	216,015.00	53,244.72	(162,770.28)
Special Assessments	9,650.00	8,646.00	(1,004.00)	Construction	654,175.00	2,943.93	(651,231.07)
Other Revenue	13,142.00	737.10	(12,404.90)				
Transfer, Municipal Street Fund	502,175.00	0.00	(502,175.00)				
Total Revenues:	785,528.00	35,398.01	(750,129.99)	Total Expenditures:	870,190.00	56,188.65	(814,001.35)
Appropriation, Fund Equity	84,662.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	870,190.00	35,398.01		Total Expenditures/Trans Fund Equity	870,190.00	56,188.65	

MUNICIPAL STREET FUND:

Property Taxes	496,600.00	471,075.23	(25,524.77)	Transfer, Major Street Fund	15,000.00	0.00	(15,000.00)
State Shared Revenue	4,300.00	0.00	(4,300.00)	Transfer, Local Street Fund	502,175.00	0.00	(502,175.00)
Other Revenue	7,000.00	3,168.64	(3,831.36)				
Total Revenues:	507,900.00	474,243.87	(33,656.13)	Total Expenditures:	517,175.00	0.00	(517,175.00)
Appropriation, Fund Equity	9,275.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	517,175.00	474,243.87		Total Expenditures/Trans Fund Equity	517,175.00	0.00	

CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 9-30-18

BUDGETED FUNDS:							
REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)

BROWNFIELD REDEVELOP AUTHORITY:

Total Revenues:	3,130.00	2,805.05	(324.95)	Total Expenditures:	3,030.00	0.00	(3,030.00)
Appropriation, Fund Equity	0.00			Transfer, Fund Equity	100.00		
Total Revenues/Appr Fund Equity:	3,130.00	2,805.05		Total Expenditures/Trans Fund Equity	3,130.00	0.00	

CORRIDOR IMPROVEMENT AUTHORITY:

Total Revenues:	750.00	111.01	(638.99)	Total Expenditures:	5,000.00	0.00	(5,000.00)
Appropriation, Fund Equity	4,250.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	5,000.00	111.01		Total Expenditures/Trans Fund Equity	5,000.00	0.00	

DWTWN DEVELOPMENT AUTHORITY:

Total Revenues:	647,790.00	450,647.08	(197,142.92)	Total Expenditures:	677,189.00	113,725.89	(563,463.11)
Appropriation, Fund Equity	29,399.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	677,189.00	450,647.08		Total Expenditures/Trans Fund Equity	677,189.00	113,725.89	

TOTAL BUDGETARY FUNDS REVENUE:	\$6,362,966.72	TOTAL BUDGETARY FUNDS EXPENDITURES:	\$2,372,089.39
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CITY OF FARMINGTON - FINANCIAL REPORT - QUARTER ENDING 9-30-18

SUPPLEMENTAL INFORMATION:

REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
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WATER & SEWER FUND:

Water & Sewer Sales	4,951,107.00	1,436,123.17	(3,514,983.83)	Operating & Maintenance	4,331,220.00	721,876.52	(3,609,343.48)
Service Fees	70,000.00	12,711.94	(57,288.06)	Total O & M Expenditures:	4,331,220.00	721,876.52	(3,609,343.48)
Other Revenue	43,500.00	12,668.63	(30,831.37)	Capital Outlay	670,765.00	95,105.55	(575,659.45)
				Debt, Principal and Interest	326,893.00	1,100.00	(325,793.00)
				Transfer, OPEB Debt Service	23,130.00	0.00	(23,130.00)
Total Revenues:	5,064,607.00	1,461,503.74	(3,603,103.26)	Capital & Debt Outlays	1,020,788.00	96,205.55	(924,582.45)
Appropriation, Fund Equity	287,401.00			Transfer, Debt & Equity	0.00		
Total O & M/ Other Revenues:	5,352,008.00	1,461,503.74		Total O & M Exp.& Trans Debt & Equity	5,352,008.00	818,082.07	

FARMINGTON COMMUNITY THEATER FUND:

Admission/Rentals/Concessions	533,400.00	119,438.07	(413,961.93)	Operation & Maintenance	561,879.00	120,564.12	(441,314.88)
Other Revenue	11,700.00	2,617.93	(9,082.07)	Total O & M Expenditures:	561,879.00	120,564.12	(441,314.88)
			0.00	Capital Outlay	13,000.00	12,500.00	(500.00)
Total Revenues:	545,100.00	122,056.00	(423,044.00)	Total Capital Outlays	13,000.00	12,500.00	(500.00)
Appropriation, Fund Equity	29,779.00			Transfer, Fund Equity	0.00		
Total Financing Sources:	574,879.00	122,056.00		Total O & M Exp.& Trans Debt & Equity	574,879.00	133,064.12	

Farmington City Council Agenda Item		Council Meeting Date: November 19, 2018	Item Number 4C
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Quarterly Financial Report Court – 6/30/18 & 9/30/18			
<u>Proposed Motion</u> Approve Farmington Quarterly Financial Report Court – 6/30/18 & 9/30/18			
<u>Background</u> See attachment			
<u>Materials Attached</u> Farmington Quarterly Financial Report Court – 6-30-18 Farmington Quarterly Financial Report Court – 9-30-18			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

FINANCIAL REPORT
47TH DISTRICT COURT
QUARTER ENDED JUNE 30, 2018

Distribution:

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

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

TRIAL BALANCE REPORT FOR CITY OF FARMINGTON
 PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	BALANCE 06/30/2017	2017-18 AMENDED BUDGET	BEG. BALANCE 07/01/2017	END BALANCE 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DISTRICT COURT FUND							
Assets							
Dept 000.00							
136-000.00-001.000	CASH-GENERAL RECEIVING	257,157.33		257,157.33	379,529.24		
136-000.00-004.000	IMPREST CASH	1,950.00		1,950.00	1,950.00		
136-000.00-040.000	A/R MISCELLANEOUS	29,548.61		29,548.61	6,260.32		
136-000.00-078.000	DUE FROM STATE OF MICHIGAN	1,484.97		1,484.97	264.93		
136-000.00-102.000	PREPAID EXPENSES	7,810.00		7,810.00	9,957.00		
Total Dept 000.00		297,950.91		297,950.91	397,961.49		
TOTAL ASSETS		297,950.91		297,950.91	397,961.49		
Liabilities							
Dept 000.00							
136-000.00-202.000	ACCOUNTS PAYABLE, P O	42,219.19		42,219.19	45,404.51		
136-000.00-202.002	ACCOUNTS PAYABLE, ACCRUED	0.00		0.00	4,774.64		
136-000.00-214.101	DUE TO GENERAL FUND	32.20		32.20	13.63		
136-000.00-257.000	ACCRUED WAGES	33,773.76		33,773.76	48,642.84		
136-000.00-285.601	FLEX ACCOUNT 2017, COURT	4,986.94		4,986.94	0.00		
Total Dept 000.00		81,012.09		81,012.09	98,835.62		
TOTAL LIABILITIES		81,012.09		81,012.09	98,835.62		
Fund Equity							
Dept 000.00							
136-000.00-368.000	NONSPENDABLE, INVENTORIES, PREPAIDS	7,810.00		7,810.00	9,957.00		
136-000.00-390.000	FUND BALANCE	(113,736.16)		1,950.96	(196.04)		
136-000.00-393.000	ASSIGNED FUND BALANCE, CAPITAL	207,177.86		207,177.86	207,177.86		
Total Dept 000.00		101,251.70		216,938.82	216,938.82		
TOTAL FUND EQUITY		101,251.70		216,938.82	216,938.82		
Revenues							
Dept 000.00							
136-000.00-539.901	STATE GRANT, DRUNK DRIVING	16,712.28	17,500.00		19,314.62	(1,814.62)	110.37
136-000.00-539.902	DRUG CASE MANAGEMENT	815.69	900.00		857.12	42.88	95.24
136-000.00-539.903	JUDGES, SALARY STD	91,448.00	91,448.00		91,448.00	0.00	100.00
136-000.00-539.904	DRUG COURT	4,613.61	5,000.00		4,513.30	486.70	90.27
136-000.00-664.000	INVESTMENT INCOME	2,396.26	1,000.00		4,762.80	(3,762.80)	476.28
136-000.00-671.000	REVENUES, OTHER	15,337.00	29,500.00		44,774.57	(15,274.57)	151.78
136-000.00-671.001	REVENUES, OTHER - PRODUCTION	0.00	0.00		2,742.34	(2,742.34)	100.00
136-000.00-674.400	COMMUNITY WORK PROGRAM	32,109.96	33,473.00		3,544.98	29,928.02	10.59
136-000.00-678.001	CONTRIBUTIONS, FARMINGTON	465,396.96	528,260.00		528,260.04	(0.04)	100.00
136-000.00-678.002	CONTRIBUTIONS FARMINGTON HILLS	2,506,486.00	2,523,501.00		2,523,501.00	0.00	100.00
136-000.00-679.000	HEALTH INSURANCE CONTRIBUTIONS	24,290.70	27,092.00		25,492.20	1,599.80	94.09

User: anorgard

DB: Farmington

PERIOD ENDING 06/30/2018

GL NUMBER	DESCRIPTION	BALANCE 06/30/2017	2017-18 AMENDED BUDGET	BEG. BALANCE 07/01/2017	END BALANCE 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DISTRICT COURT FUND							
Revenues							
Total Dept 000.00		3,159,606.46	3,257,674.00		3,249,210.97	8,463.03	99.74
TOTAL REVENUES		3,159,606.46	3,257,674.00		3,249,210.97	8,463.03	99.74
Expenditures							
Dept 000.00							
136-000.00-703.001	SALARIES, JUDGES	90,158.25	91,448.00		91,448.00	0.00	100.00
136-000.00-703.002	SALARIES, COURT ADMINISTRATORS	204,961.41	208,220.00		208,219.80	0.20	100.00
136-000.00-704.000	SALARIES, COURT REPORTERS	117,826.41	121,810.00		121,810.57	(0.57)	100.00
136-000.00-704.001	SALARIES, DEPUTY COURT CLERKS	613,884.98	633,633.00		632,947.87	685.13	99.89
136-000.00-704.002	SALARIES, COURT OFFICERS	95,357.10	100,998.00		101,281.34	(283.34)	100.28
136-000.00-704.003	SALARIES, PROBATION OFFICER	304,393.08	314,941.00		315,107.76	(166.76)	100.05
136-000.00-707.000	SALARIES, PART-TIME/TEMP	91,363.18	125,301.00		73,364.81	51,936.19	58.55
136-000.00-707.001	SALARIES, BLDG MAINT CWP	3,312.96	3,500.00		3,544.98	(44.98)	101.29
136-000.00-707.002	SALARIES, BLDG MAINT, PT	54,374.81	57,419.00		55,528.33	1,890.67	96.71
136-000.00-707.003	SALARIES, MAGISTRATE, PT	51,955.50	56,250.00		52,487.50	3,762.50	93.31
136-000.00-709.000	SALARIES, OVERTIME	359.64	1,500.00		889.44	610.56	59.30
136-000.00-714.000	SALARIES, ACCRUED BENEFITS	0.00	0.00		13,767.14	(13,767.14)	100.00
136-000.00-715.000	LONGEVITY PAY	75,915.25	84,483.00		84,482.91	0.09	100.00
136-000.00-719.000	FRINGE BENEFITS	305.00	1,545.00		1,305.00	240.00	84.47
136-000.00-719.004	INSURANCE ALLOWANCE	840.00	840.00		840.00	0.00	100.00
136-000.00-719.005	VEHICLE ALLOWANCE	3,600.00	3,600.00		3,600.00	0.00	100.00
136-000.00-720.007	PYMT IN LIEU OF HOSP INS	21,400.00	19,200.00		19,200.00	0.00	100.00
136-000.00-720.100	SOC SEC, EMPLOYER'S SHARE	120,455.54	137,636.00		123,506.83	14,129.17	89.73
136-000.00-720.200	COMPREHENSIVE MEDICAL INS	279,607.68	305,857.00		299,293.14	6,563.86	97.85
136-000.00-720.300	LIFE INSURANCE	14,517.31	16,335.00		15,482.56	852.44	94.78
136-000.00-720.400	RETIREMENT CONTRIBUTION	223,426.00	262,918.00		262,918.00	0.00	100.00
136-000.00-720.450	RETIREE HEALTHCARE CONTRIBUTION	72,668.00	58,154.00		58,154.00	0.00	100.00
136-000.00-720.500	WORKMEN'S COMPENSATION INS	7,510.00	10,544.00		8,279.00	2,265.00	78.52
136-000.00-720.600	OPTICAL	1,497.51	4,000.00		3,152.43	847.57	78.81
136-000.00-720.700	DENTAL	41,965.36	44,225.00		43,670.61	554.39	98.75
136-000.00-727.000	OFFICE SUPPLIES	23,148.61	24,500.00		20,246.71	4,253.29	82.64
136-000.00-728.000	POSTAGE, METER	17,083.36	16,000.00		15,991.62	8.38	99.95
136-000.00-733.000	RECORDS MANAGEMENT	899.50	1,000.00		511.60	488.40	51.16
136-000.00-735.000	LAW LIBRARY	6,633.84	8,234.00		7,210.40	1,023.60	87.57
136-000.00-740.500	NON-CAPITALIZED ASSETS	2,872.79	2,000.00		3,060.21	(1,060.21)	153.01
136-000.00-801.000	PROFESSIONAL SERVICES	4,925.37	5,000.00		6,194.43	(1,194.43)	123.89
136-000.00-801.002	PRO SERVICES, LABOR RELATIONS	96.00	4,700.00		268.25	4,431.75	5.71
136-000.00-802.101	WITNESS FEES	1,418.60	2,500.00		1,859.10	640.90	74.36
136-000.00-802.102	JURY FEES	1,810.95	3,450.00		552.90	2,897.10	16.03
136-000.00-802.104	INTERPRETER FEES	10,198.69	8,000.00		6,718.15	1,281.85	83.98
136-000.00-802.105	SUBSTITUTE COURT REPORTER	4,225.00	4,000.00		3,120.00	880.00	78.00
136-000.00-802.107	ACCOUNTING FEES	33,375.00	34,043.00		34,043.00	0.00	100.00
136-000.00-802.109	APPOINTED COUNSEL-C, R, 2	24,500.00	35,000.00		26,350.00	8,650.00	75.29
136-000.00-802.110	APPOINTED COUNSEL-C. R. 1	31,750.00	35,000.00		34,250.00	750.00	97.86
136-000.00-806.101	AUDIT & ACCOUNTING FEES	14,125.00	14,550.00		14,550.00	0.00	100.00
136-000.00-818.000	CONTRACTUAL SERVICES	119,348.35	118,888.00		124,275.02	(5,387.02)	104.53
136-000.00-853.000	TELECOMMUNICATIONS	14,827.17	15,000.00		16,432.11	(1,432.11)	109.55
136-000.00-860.000	TRANSPORTATION	7,887.77	9,600.00		8,505.01	1,094.99	88.59
136-000.00-861.000	MILEAGE	1,633.92	2,000.00		1,566.88	433.12	78.34
136-000.00-920.000	PUBLIC UTILITIES	87,973.32	95,000.00		81,694.19	13,305.81	85.99
136-000.00-934.000	MAINTENANCE, OFFICE EQUIPMENT	852.00	7,272.00		0.00	7,272.00	0.00
136-000.00-935.000	MAINT, BUILDINGS & GROUNDS	61,639.29	57,884.00		54,687.14	3,196.86	94.48
136-000.00-936.000	CLEANING & UNIFORMS	2,931.40	3,000.00		2,247.69	752.31	74.92

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PERIOD ENDING 06/30/2018

DB: Farmington

GL NUMBER	DESCRIPTION	BALANCE 06/30/2017	2017-18 AMENDED BUDGET	BEG. BALANCE 07/01/2017	END BALANCE 06/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DISTRICT COURT FUND							
Expenditures							
136-000.00-943.000	EQUIPMENT RENTAL	22,811.53	24,006.00		20,493.86	3,512.14	85.37
136-000.00-955.000	MEMBERSHIPS	4,930.00	6,313.00		4,761.00	1,552.00	75.42
136-000.00-956.000	MISCELLANEOUS EXPENSE	5,252.37	5,000.00		5,280.69	(280.69)	105.61
136-000.00-959.500	BANKING CHARGES	1,188.72	1,500.00		2,020.55	(520.55)	134.70
136-000.00-963.000	INSURANCE & BONDS	29,887.00	31,377.00		30,338.00	1,039.00	96.69
136-000.00-977.000	CAPITAL OUTLAY, EQUIPMENT	6,848.49	36,500.00		38,367.93	(1,867.93)	105.12
Total Dept 000.00		<u>3,036,729.01</u>	<u>3,275,674.00</u>		<u>3,159,878.46</u>	<u>115,795.54</u>	<u>96.46</u>
Dept 000.01 - DRUG COURT							
136-000.01-801.702	MI DRUG COURT	7,190.33	5,000.00		7,145.46	(2,145.46)	142.91
Total Dept 000.01 - DRUG COURT		<u>7,190.33</u>	<u>5,000.00</u>		<u>7,145.46</u>	<u>(2,145.46)</u>	<u>142.91</u>
TOTAL EXPENDITURES		<u>3,043,919.34</u>	<u>3,280,674.00</u>		<u>3,167,023.92</u>	<u>113,650.08</u>	<u>96.54</u>
Total Fund 136 - 47TH DISTRICT COURT FUND							
TOTAL ASSETS		<u>297,950.91</u>		<u>297,950.91</u>	<u>397,961.49</u>		
BEG. FUND BALANCE		101,251.70		216,938.82	216,938.82		
+ NET OF REVENUES & EXPENDITURES		115,687.12	(23,000.00)		82,187.05	(105,187.05)	357.34
= ENDING FUND BALANCE		216,938.82		216,938.82	299,125.87		
+ LIABILITIES		81,012.09		81,012.09	98,835.62		
= TOTAL LIABILITIES AND FUND BALANCE		<u>297,950.91</u>		<u>297,950.91</u>	<u>397,961.49</u>		

FINANCIAL REPORT
47TH DISTRICT COURT
QUARTER ENDED SEPTEMBER 30, 2018

Distribution:

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

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

TRIAL BALANCE REPORT FOR CITY OF FARMINGTON

PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	BALANCE 09/30/2017	2018-19 AMENDED BUDGET	BEG. BALANCE 07/01/2018	END BALANCE 09/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DISTRICT COURT FUND							
Assets							
Dept 000.00							
136-000.00-001.000	CASH-GENERAL RECEIVING	313,167.07		379,529.24	394,631.50		
136-000.00-004.000	IMPREST CASH	1,950.00		1,950.00	1,950.00		
136-000.00-040.000	A/R MISCELLANEOUS	0.00		6,260.32	0.00		
136-000.00-078.000	DUE FROM STATE OF MICHIGAN	0.00		264.93	0.00		
136-000.00-102.000	PREPAID EXPENSES	0.00		9,957.00	0.00		
Total Dept 000.00		315,117.07		397,961.49	396,581.50		
TOTAL ASSETS		315,117.07		397,961.49	396,581.50		
Liabilities							
Dept 000.00							
136-000.00-202.000	ACCOUNTS PAYABLE, P O	0.00		45,404.51	0.00		
136-000.00-202.002	ACCOUNTS PAYABLE, ACCRUED	0.00		4,774.64	0.00		
136-000.00-214.101	DUE TO GENERAL FUND	117.97		13.63	20.21		
136-000.00-231.011	PAYROLL, LIFE INSURANCE	(491.05)		0.00	(725.58)		
136-000.00-257.000	ACCRUED WAGES	0.00		48,642.84	0.00		
136-000.00-285.601	FLEX ACCOUNT 2017, COURT	9,349.34		0.00	0.00		
Total Dept 000.00		8,976.26		98,835.62	(705.37)		
TOTAL LIABILITIES		8,976.26		98,835.62	(705.37)		
Fund Equity							
Dept 000.00							
136-000.00-368.000	NONSPENDABLE, INVENTORIES, PREPAIDS	7,810.00		9,957.00	9,957.00		
136-000.00-390.000	FUND BALANCE	1,950.96		81,991.01	81,991.01		
136-000.00-393.000	ASSIGNED FUND BALANCE, CAPITAL	207,177.86		207,177.86	207,177.86		
Total Dept 000.00		216,938.82		299,125.87	299,125.87		
TOTAL FUND EQUITY		216,938.82		299,125.87	299,125.87		
Revenues							
Dept 000.00							
136-000.00-539.901	STATE GRANT, DRUNK DRIVING	0.00	17,500.00		0.00	17,500.00	0.00
136-000.00-539.902	DRUG CASE MANAGEMENT	0.00	900.00		0.00	900.00	0.00
136-000.00-539.903	JUDGES, SALARY STD	22,862.00	91,448.00		22,862.00	68,586.00	25.00
136-000.00-539.904	DRUG COURT	0.00	5,000.00		0.00	5,000.00	0.00
136-000.00-664.000	INVESTMENT INCOME	334.53	3,000.00		997.84	2,002.16	33.26
136-000.00-671.000	REVENUES, OTHER	0.00	31,000.00		0.00	31,000.00	0.00
136-000.00-674.400	COMMUNITY WORK PROGRAM	482.72	19,769.00		612.00	19,157.00	3.10
136-000.00-678.001	CONTRIBUTIONS, FARMINGTON	132,065.01	511,545.00		127,886.25	383,658.75	25.00
136-000.00-678.002	CONTRIBUTIONS FARMINGTON HILLS	630,875.25	2,669,705.00		667,440.00	2,002,265.00	25.00
136-000.00-679.000	HEALTH INSURANCE CONTRIBUTIONS	6,203.70	26,856.00		6,385.54	20,470.46	23.78

User: anorgard
DB: Farmington

PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	BALANCE 09/30/2017	2018-19 AMENDED BUDGET	BEG. BALANCE 07/01/2018	END BALANCE 09/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DISTRICT COURT FUND							
Revenues							
Total Dept 000.00		792,823.21	3,376,723.00		826,183.63	2,550,539.37	24.47
TOTAL REVENUES		792,823.21	3,376,723.00		826,183.63	2,550,539.37	24.47
Expenditures							
Dept 000.00							
136-000.00-703.001	SALARIES, JUDGES	19,344.71	91,448.00		19,344.71	72,103.29	21.15
136-000.00-703.002	SALARIES, COURT ADMINISTRATORS	44,007.07	212,383.00		44,887.15	167,495.85	21.14
136-000.00-704.000	SALARIES, COURT REPORTERS	25,744.57	124,246.00		26,259.35	97,986.65	21.13
136-000.00-704.001	SALARIES, DEPUTY COURT CLERKS	133,264.77	640,196.00		136,713.12	503,482.88	21.35
136-000.00-704.002	SALARIES, COURT OFFICERS	20,970.50	105,813.00		22,363.34	83,449.66	21.13
136-000.00-704.003	SALARIES, PROBATION OFFICER	66,064.84	322,005.00		68,055.67	253,949.33	21.13
136-000.00-704.005	SALARIES, BUILDING MAINT	0.00	53,040.00		11,220.00	41,820.00	21.15
136-000.00-707.000	SALARIES, PART-TIME/TEMP	15,491.19	127,407.00		14,326.79	113,080.21	11.24
136-000.00-707.001	SALARIES, BLDG MAINT CWP	724.08	3,500.00		879.75	2,620.25	25.14
136-000.00-707.002	SALARIES, BLDG MAINT, PT	11,536.65	10,351.00		1,530.03	8,820.97	14.78
136-000.00-707.003	SALARIES, MAGISTRATE, PT	11,762.50	56,250.00		11,825.00	44,425.00	21.02
136-000.00-709.000	SALARIES, OVERTIME	476.55	1,500.00		158.77	1,341.23	10.58
136-000.00-714.000	SALARIES, ACCRUED BENEFITS	0.00	15,219.00		96.28	15,122.72	0.63
136-000.00-715.000	LONGEVITY PAY	84,482.91	91,759.00		91,759.15	(0.15)	100.00
136-000.00-719.000	FRINGE BENEFITS	195.00	1,545.00		450.00	1,095.00	29.13
136-000.00-719.004	INSURANCE ALLOWANCE	210.00	840.00		210.00	630.00	25.00
136-000.00-719.005	VEHICLE ALLOWANCE	900.00	3,600.00		900.00	2,700.00	25.00
136-000.00-720.007	PYMT IN LIEU OF HOSP INS	4,800.00	19,200.00		5,200.00	14,000.00	27.08
136-000.00-720.012	DEFINED CONTRIBUTION PLAN (RETIRES)	0.00	8,517.00		1,575.84	6,941.16	18.50
136-000.00-720.100	SOC SEC, EMPLOYER'S SHARE	30,737.93	139,626.00		32,932.70	106,693.30	23.59
136-000.00-720.200	COMPREHENSIVE MEDICAL INS	73,294.29	326,791.00		76,352.28	250,438.72	23.36
136-000.00-720.300	LIFE INSURANCE	5,172.88	16,739.00		7,128.30	9,610.70	42.58
136-000.00-720.400	RETIREMENT CONTRIBUTION	0.00	263,302.00		0.00	263,302.00	0.00
136-000.00-720.450	RETIREE HEALTHCARE CONTRIBUTION	0.00	57,466.00		0.00	57,466.00	0.00
136-000.00-720.500	WORKMEN'S COMPENSATION INS	8,279.00	11,473.00		8,186.00	3,287.00	71.35
136-000.00-720.600	OPTICAL	1,050.00	4,000.00		450.00	3,550.00	11.25
136-000.00-720.700	DENTAL	11,158.76	47,315.00		7,275.46	40,039.54	15.38
136-000.00-720.900	RETIREE HEALTH SAVINGS (RHS) PLAN	0.00	3,354.00		672.70	2,681.30	20.06
136-000.00-727.000	OFFICE SUPPLIES	2,103.93	24,500.00		3,159.73	21,340.27	12.90
136-000.00-728.000	POSTAGE, METER	85.77	16,000.00		85.75	15,914.25	0.54
136-000.00-733.000	RECORDS MANAGEMENT	76.50	1,000.00		64.50	935.50	6.45
136-000.00-735.000	LAW LIBRARY	1,144.64	7,517.00		1,190.16	6,326.84	15.83
136-000.00-740.500	NON-CAPITALIZED ASSETS	0.00	11,060.00		5,618.58	5,441.42	50.80
136-000.00-801.000	PROFESSIONAL SERVICES	0.00	5,000.00		0.00	5,000.00	0.00
136-000.00-801.002	PRO SERVICES, LABOR RELATIONS	48.00	4,000.00		0.00	4,000.00	0.00
136-000.00-802.101	WITNESS FEES	474.50	2,500.00		6.80	2,493.20	0.27
136-000.00-802.102	JURY FEES	0.00	3,450.00		0.00	3,450.00	0.00
136-000.00-802.104	INTERPRETER FEES	378.21	10,500.00		1,393.81	9,106.19	13.27
136-000.00-802.105	SUBSTITUTE COURT REPORTER	1,170.00	4,000.00		1,755.00	2,245.00	43.88
136-000.00-802.107	ACCOUNTING FEES	8,510.75	34,724.00		8,681.00	26,043.00	25.00
136-000.00-802.109	APPOINTED COUNSEL-C, R, 2	6,700.00	35,000.00		7,150.00	27,850.00	20.43
136-000.00-802.110	APPOINTED COUNSEL-C. R. 1	8,050.00	35,000.00		7,850.00	27,150.00	22.43
136-000.00-806.101	AUDIT & ACCOUNTING FEES	14,550.00	15,025.00		15,025.00	0.00	100.00
136-000.00-818.000	CONTRACTUAL SERVICES	25,333.50	131,312.00		17,496.23	113,815.77	13.32
136-000.00-853.000	TELECOMMUNICATIONS	3,070.60	15,500.00		3,171.23	12,328.77	20.46
136-000.00-860.000	TRANSPORTATION	2,348.24	9,800.00		3,808.31	5,991.69	38.86
136-000.00-861.000	MILEAGE	0.00	2,000.00		15.48	1,984.52	0.77
136-000.00-920.000	PUBLIC UTILITIES	12,041.30	90,000.00		12,303.14	77,696.86	13.67

TRIAL BALANCE REPORT FOR CITY OF FARMINGTON
 PERIOD ENDING 09/30/2018

GL NUMBER	DESCRIPTION	BALANCE 09/30/2017	2018-19 AMENDED BUDGET	BEG. BALANCE 07/01/2018	END BALANCE 09/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DISTRICT COURT FUND							
Expenditures							
136-000.00-934.000	MAINTENANCE, OFFICE EQUIPMENT	0.00	7,953.00		0.00	7,953.00	0.00
136-000.00-935.000	MAINT, BUILDINGS & GROUNDS	28,507.25	68,946.00		33,997.32	34,948.68	49.31
136-000.00-936.000	CLEANING & UNIFORMS	780.00	3,000.00		1,010.00	1,990.00	33.67
136-000.00-943.000	EQUIPMENT RENTAL	5,093.61	20,660.00		914.97	19,745.03	4.43
136-000.00-955.000	MEMBERSHIPS	1,321.00	6,363.00		2,011.00	4,352.00	31.60
136-000.00-956.000	MISCELLANEOUS EXPENSE	447.00	5,000.00		540.48	4,459.52	10.81
136-000.00-959.500	BANKING CHARGES	0.00	2,400.00		0.00	2,400.00	0.00
136-000.00-963.000	INSURANCE & BONDS	8,215.25	32,628.00		8,338.75	24,289.25	25.56
136-000.00-977.000	CAPITAL OUTLAY, EQUIPMENT	1,109.94	18,575.00		756.00	17,819.00	4.07
Total Dept 000.00		701,228.19	3,382,298.00		727,095.63	2,655,202.37	21.50
Dept 000.01 - DRUG COURT							
136-000.01-801.702	MI DRUG COURT	2,393.03	5,000.00		927.00	4,073.00	18.54
Total Dept 000.01 - DRUG COURT		2,393.03	5,000.00		927.00	4,073.00	18.54
TOTAL EXPENDITURES		703,621.22	3,387,298.00		728,022.63	2,659,275.37	21.49
Total Fund 136 - 47TH DISTRICT COURT FUND							
TOTAL ASSETS		315,117.07		397,961.49	396,581.50		
BEG. FUND BALANCE		216,938.82		299,125.87	299,125.87		
+ NET OF REVENUES & EXPENDITURES		89,201.99	(10,575.00)	98,161.00	98,161.00	(108,736.00)	928.24
= ENDING FUND BALANCE		306,140.81		299,125.87	397,286.87		
+ LIABILITIES		8,976.26		98,835.62	(705.37)		
= TOTAL LIABILITIES AND FUND BALANCE		315,117.07		397,961.49	396,581.50		

Farmington City Council Agenda Item	Council Meeting Date: November 19, 2018	Item Number 4D	
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Monthly Payments Report – October 2018			
<u>Proposed Motion</u> Approve Farmington Monthly Payments Report – October 2018			
<u>Background</u> See attachment			
<u>Materials Attached</u> Monthly Payments Report 103118			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

MONTH OF OCTOBER 2018

FUND #	FUND NAME	AMOUNT:
101	GENERAL FUND	\$ 407,551.71
202	MAJOR STREET FUND	\$ 26,810.25
203	LOCAL STREET FUND	\$ 17,779.59
592	WATER & SEWER FUND	\$ 348,940.02
595	FARMINGTON COMMUNITY THEATER FUND	\$ 18,039.83
640	DPW EQUIPMENT REVOLVING FUND	\$ 8,796.63
701	AGENCY FUND	\$ 28,284.66
736	PUBLIC EMPLOYEE HEALTH CARE	\$ 61,360.42
	TOTAL CITY PAYMENTS ISSUED:	\$ 917,563.11
136	47TH DISTRICT COURT FUND	\$ 69,506.48
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 42,227.57
290	FRIENDS OF THE GOVERNOR WARNER MANSION	\$ 288.45
	TOTAL OTHER ENTITIES PAYMENTS ISSUED:	\$ 112,022.50
	TOTAL PAYMENTS ISSUED	\$ 1,029,585.61

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

CITY OF FARMINGTON - ACH PAYMENTS REPORT

MONTH OF OCTOBER 2018

TRANSFER FROM:	TRANSFER TO:	DESCRIPTION:	AMOUNT:
Agency Tax	Farmington Public Schools	Tax Payment #9	38,819.75
Agency Tax	Oakland County	Tax Payment #9	63,786.06
Agency Tax	Farmington Comm. Library	Tax Payment #9	4,035.89
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	203,767.52
General Fund	Federal Gov't	W/H & FICA Payroll	72,525.82
General Fund	MERS	September Transfer	61,736.17
General Fund	MERS HCSP	September Transfer	4,040.00
Agency	Total Administrative Services Corp.	Flexible Spending Accounts	2,385.26
	TOTAL CITY ACH TRANSFERS		451,096.47
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	86,520.85
Court Fund	Federal Gov't	W/H & FICA Payroll	29,319.74
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	2,089.92
Court Fund	ICMA	Health Savings/401 Accounts	1,506.13
	TOTAL OTHER ENTITIES ACH TRANSFERS		119,436.64



FARMINGTON PUBLIC SAFETY DEPARTMENT

23600 Liberty Street, Farmington, MI 48335 / Tel: (248) 474-4700 / Fax: (248) 442-9815

MONTHLY PUBLIC SAFETY REPORT – OCTOBER 2018

Possession of Marijuana

On October 1, 2018 at approximately 10:02 pm a sergeant stopped a vehicle in the area of Grand River Ave and Power after observing the vehicle drive in the wrong lane to avoid hitting the pedestrian sign on Grand River Ave near Warner. As a result of the traffic stop, the 28 year old male driver was arrested for driving with a suspended license and open warrants for his arrest. Subsequent to the arrest the sergeant found that the driver was also in possession of marijuana during the jail booking process.

Malicious Destruction of Property (MDOP)

On October 2, 2018 at approximately 12:54 pm the Civic Theater Manager reported that between 09/30/2018 and 10/02/2018 an unknown subject(s) broke three outdoor LED light bulbs on two separate occasions, valued at approximately \$30.00 each. Detectives are in the process of collecting surveillance video from the nearby businesses.

Malicious Destruction of Property (MDOP)

On October 2, 2018 at approximately 7:08 pm officers responded to the Farmington Library for a report of a disorderly patron that was talking on a cellphone loudly and when asked, refused to quiet down. When asked to leave the 69 year old male told the Library employee to "make me leave" and proceeded to sweep his arm across the computer desk, knocking the monitor, keyboard, and mouse to the floor causing damage to the monitor. The subject fled in a black Chrysler 300, which was observed and stopped by officers in the area of Farmington and Eight Mile Road. The subject admitted to officers that he overacted after becoming frustrated with the computer, he was issued an appearance citation for MDOP.

Possession of Marijuana and Narcotic Equipment

On October 3, 2018 at approximately 8:24 pm, an officer stopped to check on an occupied vehicle that was parked in the parking lot of a business that was closed for the day in the area of Nine Mile east of Farmington Road. The officer learned that the 20 year old male was an employee of the business, but it was evident to the officer due to the strong odor of marijuana as well as the large piece of marijuana "shake" on his work tee shirt that the subject was in the lot smoking marijuana. As a result of a search, the officer found the subject in possession of marijuana, grinders, a glass pipe and two vape pens that contained suspected marijuana oil. The subject was arrested and transported to jail.

Embezzlement

On October 4, 2018 at approximately 4:13 pm an officer responded to a Farmington Auto Parts business for a report of an embezzlement investigation that was conducted by loss prevention. The loss prevention agent concluded that the 35 year old male employee was responsible for embezzling \$193.91. The subject was arrested and transported to jail.

Larceny – from Porch

On October 5, 2018 at approximately 6:16 pm a Farmington resident on Hawthorn reported that on 09/27/2018 between 12:00 pm and 11:59 pm a package containing a iPhone XS Max was taken from the front porch of the residence.

Larceny – from Automobile

On October 7, 2018 at approximately 1:09 am an employee of a Farmington business reported that sometime between 10/06/2018 at 1:30 pm and 10/07/2018 at 1:00 pm an unknown subject(s) entered their unlocked vehicle and took two debit cards and cash. The victim reported that both cards were used locally without permission. The case has been turned over to a Detective for follow up.

Trespass

On October 8, 2018 at 3:37 pm officers responded to a residence regarding a subject that had been previously told to leave and not return, in fact returned to the residence. The 26 year old male subject was located and was found to be in violation of the no trespass order that was issued to him earlier in the day. The subject was subsequently arrested and transported to jail.

Civil Matter

On October 9, 2018 at approximately 8:23 pm a Farmington resident reported to the front desk a complaint involving a contractual matter with a general contractor. The resident stated that in July, 2018 they entered into two separate agreements to have construction work completed at which time a significant deposit was made. The resident reported that the work hasn't started and that attempts to get the deposit refunded have been unsuccessful. The resident decided to make one more attempt before requesting that the matter be investigated for the purpose of criminal prosecution.

Possession of Marijuana

On October 9, 2018 at approximately 11:31 pm an officer stopped a vehicle in the area of the M5 exit ramp and Nine Mile Road after observing the vehicle fail to stop at the stop sign. As a result of the traffic stop the 21 year old male driver was arrested after the officer observed a baggie of marijuana in plain view on the floor board of the front passenger seat of the vehicle. Subsequent to the arrest the officer learned that the subject was on probation for larceny.

Narcotic Paraphernalia – Warrant Arrest(s)

On October 14, 2018 at approximately 1:04 am a sergeant stopped a vehicle in the area of Grand River and Whitaker for a driver side headlight out. As a result of the traffic stop the sergeant learned that the 56 year old male driver was a parole absconder. The sergeant also found that the 27 year old female passenger was in possession of a crack cocaine pipe. Both subjects were arrested and transported to the Farmington jail.

Possession of Marijuana

On October 14, 2018 at approximately 2:20 am a sergeant stopped a vehicle in the area of Grand River Ave and Grove for speeding (43/25). As a result of the traffic stop the 31 year old female driver was arrested for driving without a license. The sergeant also noted a strong odor of marijuana inside the vehicle and subsequent to the arrest the sergeant found that the subject was in possession of marijuana.

Larceny in a Building

On October 16, 2018 at approximately 8:12 am two residents from a Farmington Apartment complex reported thefts of personal property from the basement storage area of the apartment building. The victims reported that the stolen items included assorted computer parts/accessories, a miter saw and an adult tricycle. The officer reported that there was no forcible entry and no further evidence was found. The case was assigned to a Detective for follow up and lead development.

Possession of Narcotics

On October 17, 2018 at approximately 2:13 pm a sergeant stopped a vehicle in the area of M5 and Farmington Road for speed (82/70). As a result of the stop the sergeant learned that the 28 year old male driver was driving with a suspended license, had valid warrants for his arrest. Subsequent to the initial arrest the subject was found to be in possession of 36 suspected Xanax pills for which he did not have a prescription. During the booking process in the jail the subject was further found to be in possession of marijuana.

Possession of Narcotic Paraphernalia

On October 19, 2018 at approximately 4:04 pm an officer observed a vehicle speeding (50/35) in the area of Freedom east of Farmington Road. As a result of the traffic stop the 20 year old male driver was issued a citation for possession of a marijuana grinder, roller, and a container that contained marijuana residue. The officer further learned that the 23 year old female passenger had a valid warrant for her arrest, but she was released at the scene because the charging agency was unable to pick her up.

Illegal Dumping

On October 21, 2018 at approximately 2:22 am while conducting an apartment watch a sergeant observed a vehicle parked next to a blue dumpster. The sergeant noted that the rear hatch of the vehicle was open and further observed a subject discarding full white trash bags into the dumpster. A query of the license plate revealed that the vehicle was not registered to the apartment complex. The sergeant waited for the vehicle to leave and conducted a traffic stop based on those observations. As a result of the stop, the 42 year old driver admitted to dumping her trash without permission of the apartment complex and was issued a citation for illegal dumping.

Possession of Narcotic Paraphernalia

On October 24, 2018 at approximately 7:11 pm a sergeant stopped to check on a vehicle that was on the shoulder of eastbound M5 near Farmington/Nine Mile. As a result of the field contact, the sergeant observed a metal grinder in the center console and odor a marijuana within the vehicle. The 27 year old male driver was issued a citation for possession of a narcotic paraphernalia and released at the scene.

PPO Violation – Contempt of Court

On October 25, 2018 at approximately 12:07 am a sergeant stopped a vehicle in the area of Farmington and Flanders for a license plate violation. As a result of the traffic stop it was learned that the 37 year old driver was driving with a suspended license, had an active warrant for his arrest and was in violation of a valid Personal Protection Order. The sergeant noted that the protected party listed on the PPO was a passenger of the vehicle. The driver was subsequently arrested and transported to jail.

Larceny in a Building

On October 25, 2018 at approximately 12:43 am officers responded to a Farmington business for a larceny report and investigation. Officers learned that an unknown subject(s) somehow obtained a set of employee keys and used those to access the coin door – taking tokens/coins. As a result of the initial investigation, one key was recovered and an unknown male was observed on camera using the keys to open one of the machines. The suspect was described to be an African-American male, 20's wearing all black, black "PUMA" baseball style hat and black Nike shoes with a white Nike symbol on each. The suspect departed in a black/red Chevrolet Impala.

Possession of Narcotic Paraphernalia and Open Alcohol

On October 26, 2018 at approximately 1:29 am a sergeant stopped a vehicle in the area of M5 and Farmington for a broken tail light that was showing white light to the rear. As a result of the traffic stop, the sergeant noted the odor a marijuana within the vehicle. The sergeant conducted a search of the vehicle and found the driver was in possession of a ¾ full bottle of Hennessy Cognac and baggies/containers that had marijuana residue. The 29 year old female driver was arrested and issued citations for possession of marijuana and open alcohol in a motor vehicle.

Possession of Marijuana

On October 26, 2018 at approximately 7:11 pm an officer stopped a vehicle in the area of Grand River and Hawthorne after observing erratic driving and a failure to signal. As a result of the traffic stop the officer noted the odor of burnt marijuana and observed ashes on the lap of the driver. The officer searched the vehicle and located a number of smoked “roaches”. The 20 year old female driver was arrested and issued a citation for possession of marijuana.

Possession of Marijuana

On October 26, 2018 at approximately 11:57 pm an officer stopped a vehicle in the area of M5 and Nine Mile for a defective (burned out) headlight. As a result of the traffic stop the officer learned that the driver had a suspended driver’s license and an active warrant for his arrest. The 22 year old male driver was arrested and a subsequent search of the vehicle revealed that he was in possession of marijuana. The subject was transported to jail and issued a citation for possession of marijuana and DWLS.

Additional Information

During the month of October, all sworn public safety personnel received TASER update training which included a review of the department’s use of force policy.

ABBREVIATED SUMMARY OF OFFENSES

Crime Part	October 2018 Totals	October 2017 Totals	% Change	Year To Date 2018	Year to Date 2017	% Change
Part A	28	30	-6.66	229	264	-13.2%
Part B	15	31	-51.6	186	275	-32.3%
Part C	951	960	-0.93	9249	9487	-2.50%
Assault	4	4	0	32	41	-21.9%
Burglary	0	2	0	2	5	-60%
Larceny	4	4	0	50	41	21.9%
Larceny LFA	3	6	-50%	16	15	6.6%
Narcotics	13	6	116.6%	110	82	34%
OWI	7	9	-22%	55	69	-20%
Traffic Crashes	23	27	-14.8%	240	235	2%
Fire Calls	20	34	-41%	*358	208	*72%
Medical Calls	101	72	40.2%	776	769	.9%
Traffic Stops	479	448	6.9%	4967	5482	-9.3%
Calls for Service	975	959	1.6%	10438	10691	-2.36

***Includes Fire Inspections**

Farmington City Council Staff Report	Council Meeting Date: November 19, 2018	Item Number 4F
Submitted by: Christopher M. Weber, Director of Finance and Administration		
<u>Agenda Topic:</u> Local Government Retirement System Annual Report		
<u>Proposed Motion:</u> Accept and File Local Government Retirement System Annual Report (Form 5572)		
<u>Background:</u> Public Act 202 of 2017 requires all local units of government to file a report (form 5572) with the State containing information about their defined benefit pension plans and other post-employment benefit plans within 6 months of year end. The report contains certain financial tests that a local unit of government must pass regarding the health of their pension and retiree health care plans, or they will be required to file a corrective action plan. The City of Farmington passes all of the financial tests, and no corrective action plan is necessary.		
<u>Materials:</u> Form 5572		

Public Act 202 of 2017 Pension Report

Enter Local Unit Name	City of Farmington	Instructions/Questions: For a list of detailed instructions on how to complete and submit this form, visit michigan.gov/LocalRetirementReporting . For questions, please email LocalRetirementReporting@michigan.gov . Return this original Excel file. Do not submit a scanned image or PDF.
Enter Six-Digit Municode	632050	
Unit Type	City	
Fiscal Year (four-digit year only, e.g. 2018)	2018	
Contact Name (Chief Administrative Officer)	Christopher M. Weber	
Title if not CAO	Director of Finance and Administration	
CAO (or designee) Email Address	cweber@farmgov.com	
Contact Telephone Number	248-474-5500 x2247	

Pension System Name (not division) 1	Farmington Employees Retirement System	If your pension system is separated by divisions, you would only enter one system. For example, one could have different divisions of the same system for union and non-union employees. However, these would be only one system and should be reported as such on this form.
Pension System Name (not division) 2		
Pension System Name (not division) 3		
Pension System Name (not division) 4		
Pension System Name (not division) 5		

Line	Description	Source of Data	Statute Reference	System 1	System 2	System 3	System 4	System 5
1	Provide the name of your retirement pension system	Calculated From Above	Sec. 5(6)	Farmington				
2	Enter retirement pension system's assets (system fiduciary net position)	Most Recent Audit Report	Sec. 5(4)(b)	20,734,733				
3	Enter retirement pension system's liabilities (total pension liability)	Most Recent Audit Report	Sec. 5(4)(b)	25,502,800				
4	Date (system year ending) of valuation of system's assets and liabilities (e.g. 12/31/2017)	Most Recent Audit Report	Sec. 5(6)	12/21/17				
5	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	Sec. 5(4)(b)	672,235				
6	Governmental Fund Revenues	Most Recent Audit Report	Sec. 5(4)(b)	11,127,264				
7	Pension Trigger Summary							
8	Is this unit a primary unit (County, Township, City, Village)?	From Municode		YES	YES	YES	YES	YES
9	Funded ratio	Calculated	Sec. 5(4)(b)	81.3%				
10	All systems combined ADC/Governmental fund revenues	Calculated	Sec. 5(4)(b)	6.0%	0.0%	0.0%	0.0%	0.0%
11	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	Primary units trigger: Less than 60% funded AND greater than 10% ADC/Governmental fund revenues. Non-Primary units trigger: Less than 60% funded	Sec. 5(4)(b)	NO	NO	NO	NO	NO

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that this report is complete and accurate in all known respects. Public Act 202 of 2017 also requires the local unit of government to electronically submit the report to its governing body.

Public Act 202 of 2017 Health Care (OPEB) Report

Enter Local Unit Name	City of Farmington	Instructions/Questions: For a list of detailed instructions on how to complete and submit this form, visit michigan.gov/LocalRetirementReporting . For questions, please email LocalRetirementReporting@michigan.gov . Return this original Excel file. Do not submit a scanned image or PDF.
Enter Six-Digit Municode	632050	
Unit Type	City	
Fiscal Year (four-digit year only, e.g. 2018)	2018	
Contact Name (Chief Administrative Officer)	Christopher M. Weber	
Title if not CAO	Director of Finance and Administration	
CAO (or designee) Email Address	cweber@farmgov.com	
Contact Telephone Number	248-474-5500 x2247	
OPEB System Name (not division) 1	Farmington Retiree Health Care Plan	If your OPEB system is separated by divisions, you would only enter one system. For example, one could have different divisions of the same system for union and non-union employees. However, these would be only one system and should be reported as such on this form.
OPEB System Name (not division) 2		
OPEB System Name (not division) 3		
OPEB System Name (not division) 4		
OPEB System Name (not division) 5		

Line	Description	Source of Data	Statute Reference	System 1	System 2	System 3	System 4	System 5	
				Farmington Retiree Health Care Plan					
1	Provide the name of your retirement health care system	Calculated From Above	Sec. 5(6)						
2	Enter retirement health care system's assets (system fiduciary net position)	Most Recent Audit Report	Sec. 5(4)(a)	9,771,863					
3	Enter retirement health care system's liabilities (total OPEB liability)	Most Recent Audit Report	Sec. 5(4)(a)	11,079,877					
4	Date (system year ending) of valuation of system's assets and liabilities (e.g. 12/31/2017)	Most Recent Audit Report	Sec. 5(6)	6/30/18					
5	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	Sec. 5(4)(a)	234,154					
5a	Do the financial statements include an ADC calculated in compliance with Numbered Letter 2018-3?	Most Recent Audit Report	Sec. 5(4)(a)	YES					
6	Governmental Fund Revenues	Most Recent Audit Report	Sec. 5(4)(a)	11,127,264					
7	Health Care Trigger Summary								
8	Is this unit a primary unit (County, Township, City, Village)?	From Municode		YES	YES	YES	YES	YES	
9	Funded ratio	Calculated	Sec. 5(4)(a)	88.2%					
10	All systems combined ADC/Governmental fund revenues	Calculated	Sec. 5(4)(a)	2.1%	0.0%	0.0%	0.0%	0.0%	
11	Did the local government pay the retiree insurance premiums for the year?	Accounting Records	Sec. 4(1)(ii)	YES					
12	Did the local government pay the normal cost for employees hired after June 30, 2018?	Accounting Records	Sec. 4(1)(i)	N/A					
		Primary units trigger: Less than 40% funded AND greater than 12% ADC/Governmental fund revenues. If No ADC is provided, will trigger if less than 40% funded. Non-Primary units trigger: Less than 40% funded. All units trigger: Failure to make required retirement system payments.							
13	Does this system trigger "underfunded status" as defined by PA 202 of 2017?		Sec. 5(4)(a)	NO	NO	NO	NO	NO	

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that this report is complete and accurate in all known respects. Public Act 202 of 2017 also requires the local unit of government to electronically submit the form to its governing body.

Farmington City Council Staff Report	Council Meeting Date: November 19, 2018	Item Number 4G
Submitted by: Melissa Andrade		
<u>Agenda Topic:</u> Accept Minutes from City's Boards and Commissions		
<p>CIA: November meeting was canceled DDA: October 2018 Historical: October meeting was canceled Parking: October meeting canceled Planning: November meeting canceled ZBA: October meeting was canceled Library: September 2018 Farmington/Farmington Hills Arts Commission: September & October 2018 Commission on Children, Youth and Families: October 2018 Emergency Preparedness Committee: October 2018</p>		



The October 3, 2018 meeting was called to order by Todd Craft at 6:05 p.m.

1. ROLL CALL

PRESENT: Tom Buck (arrived late at 6:23 p.m.), Stephanie Clement, Todd Craft, Rachel Gallagher (arrived late at 6:10 p.m. and left early at 8:03 p.m.), Sean Murphy, Tom Pascaris, and Micki Skrzycki

ABSENT: Kathy Griswold, Steve Schneemann

OTHERS PRESENT: Kate Knight, DDA Executive Director
Lydia Macklin-Camel, DDA staff
Dylan Johnstone, Revize

2. APPROVAL OF ITEMS ON CONSENT AGENDA

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

- a. Financial Report
- b. Minutes: September 6, 2018 Meeting

Motion carried 5-0-4.

3. APPROVAL OF REGULAR AGENDA

Motion by Murphy, seconded by Pascaris to approve the October 3, 2018 agenda as presented.

Motion carried 5-0-4.

4. PUBLIC COMMENT

Call to the Public at 6:06 p.m.

None.

Call to the Public closed at 6:06 p.m.

5. FINANCIAL SNAPSHOT

Knight reviewed the August 2018 Financial Snapshot with the Board explaining that there was no July snapshot. The snapshot is a summary of the 17-18 FY and budget amendments made at the September 2018 meeting are not reflected.

6. EXECUTIVE DIRECTOR UPDATE

Economic Development + Communications

Negotiations on the Farming Savings Bank property continue. DDA and MEDC representative Dominic Romano met with a potential buyer's representative to discuss economic development incentive for mixed use investment at the site. The potential buyer's offer was rejected by the seller at \$2.55 mil cash. The original selling price of the property was set at \$3 mil. The potential buyer is still interested, however, and has a track record of historic preservation.

News articles were published in Crain's and Oakland Press regarding DDA partnership with MSOC Retail Recruitment specialist Cindy Ciura, targeting investment in our select Main Street community.

Metromode, our new communications vendor, began the project with our editorial advisory group on October 1. About 15 people from the community showed up to the meeting and offered a multitude of perspectives. The kick off for our On the Ground effort included introducing our project manager, Veronica Johnson, project editor Brenda Dominick, and Issue Media Group co-founder Brian Boyle.

Please also follow Metromode on social media to get the latest updates on the coverage. I have attached a document that describes other ways you can share our content.

Facebook <https://www.facebook.com/METROMODEDTW/>

Twitter <https://twitter.com/MetromodeDTW>

Instagram <https://www.instagram.com/MetromodeDTW/>

We will be having our next editorial advisory meeting in mid to late November. Look for a formal invitation closer to the date of the meeting. If you have any further story ideas for the program, feel free to email our project editor Brenda Dominick at brendalynndominick@yahoo.com or if you have any questions about the program in general, please feel free to email me.

Events

Harvest Moon was a smooth operation in its 14th year. Numbers look good, on par with other successful years. We're still sorting out costs and revenues. As always, it was a phenomenal volunteer effort. Kudos to chairs Kathy Griswold and Sean Murphy for spearheading the effort. Lydia Macklin-Camel worked tirelessly to execute the staffing of the event. Metromode covered the event with a great photo essay, which was distributed locally through social media, and statewide through Second Wave Media syndication.

Other

Knight and Skrzycki will attend the Michigan Downtown Association conference on October 11 and 12 in Frankenmuth.

7. Approval of Sign Incentives

Knight shared that the Design Committee met on September 27 to review two new sign applications. The DDA offers incentives to business owners in the downtown district to update their signs at an amount of 50% of the cost of the sign, not to exceed \$500. Signs must meet the standards of the design committee and sign ordinance to qualify for the incentive. The Design Committee reviewed sign applications submitted by Sidecar Slider Bar and Loft Cigars. The Committee recommends that the DDA Board approve a \$500 incentive for both Sidecar Slider Bar and Loft Cigars.

a. Sidecar Slider Bar

Motion by Buck, seconded by Skrzycki to approve a \$500 sign incentive for Sidecar Slider Bar.

Motion carried 7-0-2.

b. Loft Cigars

Motion by Buck, seconded by Gallagher to approve a \$500 sign incentive for Loft Cigars.

Motion carried 7-0-2.

Motion by Gallagher, seconded by Skrzycki to swap item (8) for item (9).

Motion carried 7-0-2.

8. Other Business

Knight let the Board know that 33419 Grand River Avenue is changing to a restaurant use, the building needs to be ADA accessible from the street entrance per city code. Knight and the merchant have discussed plans with Bill Willson, the City's contractor and those plans have been reviewed by the City's code enforcement. Knight is bringing this to the DDA Board because in the past, the DDA has financially assisted merchants and building owners in bringing buildings up to code when the public sidewalk is involved. The precedent has been that the DDA goes in on 1/3 of the cost of the project in partnership with the merchant and the landlord.

In this case, the landlord is not interested in supporting the project financially. The merchant, however, cannot obtain a Certificate of Occupancy until this project is completed. This could have been leveraged in favor of the merchant to make the landlord cover a portion of the project, however, the merchant has already settled with the landlord and agreed to pay 2/3. The estimated cost of the project according to the City's contractor is not to exceed \$2,000 so the DDA would be asked to cover up to \$667.

Motion by Buck, seconded by Gallagher to provide up to \$667 to support of the execution of the ADA project and authorize the DDA Executive Director to enter into the partnership agreement with the merchant.

Motion carried 7-0-2.

Knight let the Board know that the Michigan Downtown Association Conference is coming up soon on October 11 and 12. Knight and Skrzycki are going and there is funding to support other Board members to attend as well. Cost to attend is \$165 per person. Several Board members were interested and let Knight know they would confirm their attendance in the following days.

Motion by Gallagher, seconded by Clement to swap item (9) for item (10).

Motion carried 7-0-2.

9. Board Comment

Buck shared that the 1 Up is now open and will be doing a ribbon cutting with the Chamber and encouraged DDA Board members to attend.

Buck suggested that the DDA assess the sidewalks and curbs within the downtown district in order to create an inventory that helps the DDA prioritize streetscape improvements.

10. Revize Website Development Work Session with Dylan Johnstone

Dylan Johnstone, Project Manager, and Alex Parent, Web Designer opened a discussion with the DDA Board to gather input that will assist in the first round draft of the DDA's website redesign. The discussion focused on site aesthetics, navigation, and functionality. The Board gathered ideas by looking at comparable sites including Downtown Charlevoix, Downtown Birmingham, Downtown Nashville, Downtown Rochester, City of Converse, and Duluth, GA.

The feedback received in this initial meeting will be taken into consideration by Johnstone and Parent and a first draft of the site will be available for a second round review with the Board in about 2-3 weeks. Revize will work with DDA staff to schedule the second design meeting with the Board.

11. Adjournment

Motion by Skrzycki, seconded by Murphy to adjourn at 8:18 p.m.

Motion carried 6-0-3.

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 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
September 13, 2018
Approved October 11, 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

Speakers: Maria Showich-Gallup, Lisa Laesch-Vanstone, Jill Webb

CALL TO ORDER

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

APPROVAL OF AGENDA

MOTION by B. Largent to approve the Agenda for September 13, 2018, was supported by P. Huyck.

Vote: Aye: All in favor

Opposed: None

Motion passed.

PUBLIC COMMENT

No Public Comment.

APPROVAL OF MINUTES

MOTION by B. Largent to approve the Minutes of the August 9, 2018 Board Meeting was supported by J. Montgomery.

Vote: Aye: All in favor

Opposed: None

Motion passed.

OPERATING BILLS

MOTION by J. Montgomery to approve expenditures for check number 25280 through check number 25384 totaling \$509,430.14 of expenses was supported by B. Largent.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FINANCIAL REPORT

MOTION by B. Rae-O'Donnell to receive and file the Monthly Revenue and Expense Report for July 2018 was supported by B. Largent.

Vote: Aye: All in favor

Opposed: None

Motion passed.

CORRESPONDENCE

There was no correspondence

FROM THE DIRECTOR

Staff Programs/Events

- Staff continues to add to the festivities for the Annual Star Wars Day. The program attracts adults, teens and children.
- The "August Snow" Book Discussion attracted 34 patrons and author Annie Spence, "Dear Fahrenheit 451: Love and Heartbreak in the Stacks", signed copies of her books at a program hosted at the Farmington Branch.

Staff Training Opportunities

- Automation Coordinator, Kathie Brown, will attend the Michigan Innovative Users Group (MIUG) conference in Lansing.
- Children's Librarians, Lisa Laesch-Vanstone, Madeline Lank and Danielle Mazur will attend the NASA@My Library at Bloomfield Township Library.
- Outreach Librarian, Emma DeCenso, is going to Lansing for the Community Engagement Summit.
- Librarian, Sherri Vaughn, will attend the Foundation Center's Network Days in Austin, Texas.
- Aubrey Franklin, Technology Librarian, will attend the Internet Librarian Conference in Monterey, CA.
- Eight staff will attend the TLN Tech Forum in Bloomfield Township including Technology Specialist, Michael Shereda, who will be presenting again this year. Both Michael and Coordinator of Technology, Mary Carleton, have chaired the Organizing Committee in the past.

Community Partnerships

- Branch Head, J. Miller, spoke of Library resources with parents and staff at the Faxon Language Immersion Academy Parent Night.
- Casual for a Cause (Library's Friday casual day fundraiser), has collected \$3,500 since 2015. The donations have been distributed to local groups.
- Two hundred and seventy five campers came to the Library from the YMCA and enjoyed the STEAM materials purchased with a recent BOSCH Community Fund grant.
- Beth Bruns, Children's Librarian, is confirming a new literacy initiative at Lanigan Elementary in October.

Staff Changes

- Christopher Nadeau, Circulation Library Assistant, has resigned to begin a new position at the Novi Public Library. Children's Para-professional, Nancy Prieskorn, will be retiring in November.
- New faces in the Children's Department are Jennifer McArdle, Linda Mohler and Rebecca Ross.

Plante Moran will be unable to present the FCL audit at the October Board Meeting, but plans to present the completed audit at the November 8, 2018 Board Meeting.

John Chrastka presented *Voter Attitudes about Libraries* at a recent Detroit Suburban Librarians' Round Table conference. E. Streit attended and felt the information was valuable enough to be considered when the Library requests a millage.

Strategic Plan Update

Children's Librarians, Maria Showich-Gallup, Jill Webb and Lisa Laesch-Vanstone shared information about Outreach and Community Partnerships in relation to the Strategic Plan.

Maria spoke of the Community Outreach and Partnerships portion of the Strategic Plan and described the ways that the Library provides for our community; Jill Webb explained the Library's relationship with C.A.R.E.S. Children's staff delivers books and toys, reading programs, and has plans to apply for grants to expand the services; Lisa Laesch-Vanstone shared stories of the intergenerational program, planned with Emma DeCenso, which included participation between seniors and younger patrons.

Staff was thanked for their informative presentations. It is recommended that staff reference the bullet points on the Strategic Plan and explain how they are being addressed in future presentations.

COMMITTEE REPORTS

Facilities Committee

M. Brucki volunteered to chair the Facilities and Strategic Plan Committees. There was no objection from the Board. Chairperson names will appear on the Agenda Committee lists.

M. Brucki reports that the Committee met with Facilities Coordinator, Donald Wrench. One of the items discussed was the emergency lighting which is required by the FH Fire Department. D. Wrench has gathered proposals to present to the Committee for review. The Committee will then make recommendations to the Board. A Facilities Committee meeting is confirmed for Thursday, September 20 at 4:00 p.m. in the Board Room.

E. Streit shared D. Wrench's facilities information report and discussed the current elevator maintenance contract which the Library would like to terminate. B. Hahn will review the contract and offer recommendations for a possible contract termination.

The Facilities Committee will also consider, as priority, the problem of flooding at the Branch and leaks at the Main Library.

Finance Committee

P. Huyck requested that copies of the Public Library Financial Management Guide from the Library of Michigan are printed and distributed to each Board member. Copies will be distributed at the October Board meeting.

Outreach Committee

C. Zervos reports that the goal of the Outreach Committee is to determine how the Board can facilitate Library outreach and make relationships and connections. They would like to see where they are needed and bring that information to the Board to be addressed if it is not currently being addressed. The Farmington Public School Board was one of the target relationships and it will be discussed at their next meeting.

Committees have the option of creating a mission plan depending upon the formality of the Boards. The benefit would be to clearly define the responsibilities of the individual Committees with all recognizing their responsibility of the Strategic Plan as an ongoing document.

Personnel Committee

J. Montgomery reports that the Personnel Committee met and were provided with a large amount of documentation to review. The Committee will meet before the next Board meeting.

The consideration of bonuses and the Director’s review are priority. The Committee would like to compare the Library pay scale with that of other libraries before making a determination. The goal is to bring a recommendation to the Board at the October meeting.

Strategic Plan Committee

A Strategic Plan Committee meeting is confirmed for Wednesday, September 19 at 4:30 p.m. in the Board Room. A meeting with staff who worked on the Plan would give background on why and how the plan was developed and then be able to move forward. The Strategic Plan is not a stagnant document and may be adjusted as the Committee moves forward.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

The 2019 Holiday Schedule was presented to the Library Board for approval. The Schedule is standard to those approved in past years.

MOTION by J. Montgomery to approve the 2019 Holiday Schedule was supported by C. Zervos.

Vote: Aye: All in favor

Opposed: None

Motion passed.

ADJOURNMENT

MOTION by B. Largent to adjourn the Board Meeting was supported by M. Brucki.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Board meeting was adjourned at 9:30 p.m. by President, J. White. The next meeting of the Library Board is scheduled for Thursday, October 11, 2018 at 7:00 p.m. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

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

BRO:dls

MEETING MINUTES
FARMINGTON AREA ARTS COMMISSION
DATE: September 13, 2018 – 6:30 PM
COSTICK CENTER – CONFERENCE ROOM
28600 W. ELEVEN MILE ROAD
FARMINGTON HILLS MI 48336

CALLED TO ORDER BY: Carleton AT: 6:50 PM

MEMBERS PRESENT: Blau, Carleton, Deason, Ferencz, Hawkins, Warner

MEMBERS ABSENT: Gradin, Hadfield, Hayes, Jones, Joshi, McDermott, Pike

OTHERS PRESENT: Rachel Timlin, Cultural Arts Supervisor/Staff Liaison

OTHERS:

APPROVAL OF AGENDA:

Motion by Carleton support by Blau, to approve the agenda as submitted.

Carried: Unanimously

APPROVAL OF MINUTES from June 14, 2018:

Motion by Carleton support by Ferencz, to approve June 14, 2018 minutes as submitted.

Carried: Unanimously

PUBLIC COMMENTS

None

ART COUNCIL REPORT

Next Meeting Sept.26, 2018

CULTURAL ARTS DIVISION REPORT

- Parks and Rec Millage Renewal passed
- Beginning strategy discussions for Harrison space. Commissioners present shared ideas for use. All commissioners should contact Rachel with any thoughts or wants for consideration
- End of September Parks and Rec Master Plan meeting
- Shrek auditions largest number for a fall program 170 auditions Cast 160
- Awarded a \$15,000 grant from the state of Michigan for the Youth Theater Program
- Nov. 30, one night showing of Young Playwrights “Anna Paints Trees”. Auditions on Sep. 29th.

COMMISSION ACTION ITEMS:

- Brainstormed on ideas for revamp of Student Art Awards
- Will continue idea generation and planning at next meeting. Plans finalized by December

COMMISSIONERS' COMMENTS

Began discussion of Commissioner arts advocate role and responsibility to attend art/cultural events in Farmington and Farmington Hills as well as in other communities. Will continue discussion.

NEXT MEETING DATE: October 11, 2018

ADJOURNMENT

Ajourned by: Carleton

Time: 7:57

Minutes drafted by: Carleton

MEETING MINUTES
FARMINGTON AREA ARTS COMMISSION
DATE: OCTOBER 11, 2018 – 6:30 PM
COSTICK CENTER – CONFERENCE ROOM
28600 W. ELEVEN MILE ROAD
FARMINGTON HILLS MI 48336

CALLED TO ORDER BY: Celeste McDermott AT: 6:30 PM

MEMBERS PRESENT: Deason, Ferencz, Gradin, Hadfield, Hawkins, Hayes, Jones, Joshi,
McDermott, Pike, Warner

MEMBERS ABSENT: Blau, Carleton

OTHERS PRESENT: Rachel Timlin, Cultural Arts Supervisor/Staff Liaison;

OTHERS:

APPROVAL OF AGENDA:

MOTION BY: MCDERMOTT

SUPPORT BY: FERENCZ

TO APPROVE THE AGENDA AS SUBMITTED.

MOTION CARRIED: UNANIMOUSLY

APPROVAL OF MINUTES from: September 13, 2018

Joshi noted that grant amount in the Cultural Arts Division Report was missing a 0. Should be \$15,000 instead of \$15,00.

MOTION BY: PIKE

SUPPORT BY: MCDERMOTT

TO APPROVE THE MINUTES AS AMMENDED.

MOTION CARRIED: UNANIMOUSLY

PUBLIC COMMENTS

None

ART COUNCIL REPORT

FCAC is now a member of Culture Source.

CULTURAL ARTS DIVISION REPORT

- Anna Paints Trees Auditions – all roles filled
- Ben Sharkey concert coming up October 20. Commissioner Ferencz volunteer to take tickets at the door
- Artist in Residence and Distinguished Service awards nominations are open. Deadline to nominate is December 31, 2018. Commissioners asked to promote the awards to their networks.
- Public Art Application deadline: November 4, 2018. Save the Date: January 14, 2019 Reception for Public Art Program 2019/2020.
- PTA Reflections winners received special proclamation at FH Council Meeting on Monday, October 8.
- In the Costick City Gallery is an exhibit of Cultural Arts Division Instructors.

COMMISSION ACTION ITEMS: MISSION/BYLAWS

- Discussion about revamping the annual High School Art Awards. Received feedback from two high school art teachers, and collected suggestions from Commissioners. Suggestions included:
 1. Hold a student forum at one of the area high schools.
 2. Invite students to an Arts Commission meeting to give their feedback on Awards process.
 3. Take the exhibit of winners to the schools to increase visibility
 4. Spread out the drop-off and pick-up of artwork for jurying over the course of a week instead of one night.
 5. Rename the competition and create a large poster with the Best in Show winner’s artwork from the previous year.
- Commissioner McDermott will invite an interested student to the next Commission meeting to provide feedback for the Awards process.
- Commissioner Gradin volunteered to go to the high schools to talk to the students about the competition.
- Art of the Matter discussion – keep date tied to Festival of the Arts Family Day.

COMMISSIONERS’ COMMENTS

NEXT MEETING DATE: November 8, 2018

ADJOURNMENT

Ajourned by: McDermott

Time: 8:21 PM

Minutes drafted by: Pike

MEETING MINUTES
CITY OF FARMINGTON HILLS COMMISSION ON CHILDREN YOUTH & FAMILIES
October 4, 2018-6PM
FARMINGTON HILLS CITY HALL. COMMUNITY ROOM

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

MEMBERS PRESENT: Kathy Ashcraft, Ed Cherkinsky, Diane Hague, Joan McGlinicy, Mitch Seelye, Sharon Snodgrass and Brian Spitsbergen.

MEMBERS ABSENT: Anthony Lewis, Anwar Mahmood and Bette Rose

OTHERS PRESENT: Farmington and Farmington Hills Council, City, or Staff Liaison members and Alternate and Associates members: Todd Anderson, Becky Dworkin, Chuck Nebus, Kitty Ostach, Marla Parker Laurie Scott and Samantha Steckloff.

APPROVAL OF AGENDA:

MOTION by Parker, support by Seelye to approve the Agenda of October 4, Motion approved.

APPROVAL OF MINUTES –September 13 , 2018:

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

INTRODUCTIONS AND ANNOUNCEMENTS: Everyone at the Meeting introduced themselves.

YOUTH DIVISION UPDATE: Kitty Ostach: Successful Summer Program without any bullying. Free field trips were provided to the Yankee Air Museum, D.I.A., Underground Railroad, etc. with the help of donations from the Xenplar Club. There were 130 students at the Costick Center After School Program today and the attendance is consistent and growing. An OCC study/work program will help and it is paid by OCC. The After School Program is celebrating 24 years. C.A.R.E.S. Is doing well and Busch's is trying to obtain a freezer for the program; Busch's allows clients the ability to pick out groceries. Trunk of Treat at C.A.R.E.S. on October 14 and Relay for Life will be at C.A.R.E.S. on October 28.

ISSUES COMMITTEE UPDATE: Diane Hague: The Tech Night Event representatives have been finalized. Joan and Kathy will pick up snacks. The same format with introductions and breakouts as last year. We are working with the Commission on Aging to develop a Spring Program for Caregivers and their families. We are considering a keynote speaker followed by 3 Breakout Sessions. We have a tentative date of April 16 from 7 to 9 pm.

CALL TO ACTION UPDATE: Mitch Seelye: The annual Call to Action Breakfast is scheduled for Friday, October 5 featuring Tracy Chirikis from Families Against Narcotics as the Keynote Speaker. A hayride is scheduled on 10/14 at Heritage Park for the Alateen Group.

VOLUNTEER RECOGNITION REVIEW: Marla Parker: Discussion on how to increase participation—ex: every other year; ask members to bring contact information on other organizations to the next meeting. There were suggestions to shorten the time from the reception to the presentation to City Council (change to 7 for the reception and 7:30 pm. for the presentation). We should ask Council is the Spring or Fall the best time for the Program. A personalized certificate signed by the Mayor and other dignitaries would be nice. Marla requested Ed to send reminders to the Commission regarding suggesting three organizations to contact for nominations.

SPOTLIGHT SHOW UPDATE: Sharon Snodgrass: On a break. Sharon requested ideas for speakers.

NEW BUSINESS AND ANNOUNCEMENTS:

Laura Scott: Farmington Hills Community Library: Star Wars Event this weekend. Pamphlets for monthly events were passed out. A Library Board Meeting is scheduled for 10/11 and anyone can attend.

Marla Parker: She will discuss Sobriety Court at the Call to Action Breakfast. More domestic violence education is needed. The Courts are dealing with more opiod related issues. They are looking into the most

effective treatment. Could it be medical treatment as well as other treatment options. Brian is working with St. Mary's Hospital detox and other viable and effective treatments. There are not a lot of treatment options.

FARMINGTON HILLS POLICE DEPARTMENT: Chuck Nebus: 2000 people attended the first City-Wide Open House. Farmington/Farmington Hills achieved credition by the Michigan Association of Police. The department has a new canine. The Police will go to any Trunk or Treat when asked. A “safe transaction zone “ has been created at Police Headquarters for social media sales. Check ou the information on the HIDI report before you vote on the ballot proposal to legalize recreational marijuana.

Samantha Steckloff: As a City Councilperson she cannot endorse one position or another, but she encourages everyone to vote on the Road Millage Proposal on the Nov. 6 ballot.

PUBLIC COMMENTS: None

ADJOURNMENT:

MOTION by Hague, support by McGlincy, to adjourn the meeting at 7:00 pm. Motion carried unanimously

Respectfully submitted by Diane Hague/Ed Cherkinsky

APPROVED

MEETING MINUTES
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION
OCTOBER 01 2018 – 5:15PM
FARMINGTON HILLS CITY HALL-VIEWPOINT ROOM
31555 W. ELEVEN MILE ROAD
FARMINGTON HILLS MI 48336

CALLED TO ORDER BY: Vice Chair Reynolds at 5:15 PM.

MEMBERS PRESENT: Avie, DeFranco, Faine, Sloan, Szymusiak, Tutak, Reynolds, Wecker and York.

MEMBERS ABSENT: Ciaramitaro and Biggs

OTHERS PRESENT: Yuskowatz, (Associate), Moyna (Alternate), Warthman, (FPS), and Hopfe (Faith Covenant Church)

APPROVAL OF AGENDA – October 01, 2018:

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

APPROVAL OF MINUTES – September 10, 2018:

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

BUDGET:

EPC budget: \$2,327.00 with no expenditures.

In addition, CERT has a balance of \$1,497.13 after expenditure of \$72.00 for banners.

EVENTS, ACTIVITIES, MARKETING AND PROGRAMS:

General activities and updates:

- FHPD: On 10/27/18 from 10-2 PM will be *Prescription Take Back Day* to drop off medications no longer using, at the police department.
- Tutak attended Preparedness Fair in Pontiac - it wasn't well attended but happy with networking.
- September 17th self-defense class @ Costick Center was successful. 66 registered and 46 attended our first week night class. It was noted by Szymusiak that the demographic was different with younger ages attending. He attributed it to the flyer which was handed out at the Founders Festival. (over 400) DeFranco pointed to the change to a week night instead of a Saturday morning as a contributing factor. \$104 was collected and given to Kids Kicking Cancer. Yuskowatz asked that the committee vote on to whom the donation should be given in the future.
- September 18th participated in Total Wellness Fair at Costick Center. Noted it was better attended than previous years.
- September 30th from 12 noon-4 pm a city-wide open house at both fire and police departments was held and went well.
- On October 15th Farmington City Council will meet to formally approve the formation of Farmington CERT.

Tip of the month discussion and schedule:

Volunteer to give Tip of the Month to the FH City Council on November 8th, 2018 will be Moyna.

Retooling of Tip of the Month content:

Reynolds and Tutak continue to work on November and December Tips to finish off the updates.

Website development progress- Reynolds

Reynolds is unable to do anything further as the city of Farmington has delayed adding content to website because of election responsibilities and other business. If priorities don't change in the next six weeks or so Reynolds will look to Farmington Hills City offices for help in completing.

Discussion of t-shirt purchase- Tutak

No updates available as Neufeld not in attendance.

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

CERT t-shirts: Tutak is waiting on Neufeld to forward an email address of the business we are purchasing from so he can forward logo.

Tutak plans to meet with Warthman and Neufeld and hopefully, the fire and police chiefs on October 16th in the afternoon to discuss integration of CERT within the two communities.

There are 6 new CERT members from Novi waiting for approval. Looking into textcom for inter-communications.

York and Tutak would like to order 2 table covers with EPC logo to use when representing EPC at fairs and public places.

Reynolds requested Tutak to put together *Standard Operating Orders* in the management of the CERT team. Need guidelines that define hierarchy, process and all the things Tutak is doing to make the team operational.

LIAISON REPORTS:

FPS – Warthman

- **CPR** class pushed forward from October 25 to November 8th in Farmington city council chambers. Contact JWren@farmgov.com to register.

FHFD – Wecker

- **CPR/AED, First Aid and Stop the Bleed** training from 5:30 to 10 PM on Oct. 4th, Nov. 13th and Dec 6th, 2018. Open to public and being held at FS #4 on Drake Road. Register at swest@fhgov.com or 248-871-2802.
- **Stop the Bleed** grant proposal rejected from Beaumont Hospital. The PTA was also approached for \$40-50k to purchase the STB kits for all schools. Going to regroup with Councilman Lerner. Plan to train high school staff and probably a Train the Trainer class. High schools include NFH, FHS, Harrison and Mercy. This will take longer to implement since grant funding denied.

FHPD – No representative

PUBLIC COMMENT(S):

Yuskowatz YMCA report- On October 26, hosting a community-wide *trick or treating* event from 6:30 to 8:30 pm on premises and is open to the public.

Hopfe passed out information on *trunk or treat* at Faith Covenant Church on Saturday, October 27 from 3:00-6:00 PM. Games, candy, prizes, hayrides and more. Open to public.

COMMISSIONERS COMMENTS: None

OTHER AGENDA ITEMS AS NEEDED:

Date for Sept, 2019 meeting will be moved to Tuesday, September 3rd @ the same time and place due to Labor Day.

ADJOURNMENT:

Vice Chair Reynolds adjourned the meeting at 6:10 PM.

Minutes drafted by: Secretary DEFRANCO

DRAFT

STUDY SESSION MINUTES

A special meeting of the Farmington City Council was held on October 15, 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 6:01 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	Absent	6:10 pm
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

Director Christiansen
 Director Demers
 City Clerk Mullison
 City Manager Murphy
 City Attorney Schultz

2. APPROVAL OF AGENDA

Move to approve the agenda as amended, switching items 4 and 5.

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

3. PUBLIC COMMENT

No public comment was heard.

4. DISCUSS FITNESS COURT'S NATIONAL FITNESS CAMPAIGN

City Manager Murphy introduced a plan to join Fitness Court's campaign to build an outdoor gym network nationwide. They provided a video and information about the program to Council. Mayor Schneemann described how he had been contacted and indicated that his interest had been piqued, especially with the Healthy Communities initiative with Beaumont. He said that the

community needed to show interest and that we have space to build it, and then the program could go forward. There is a component of donations and money needed to be raised for inclusion.

Taylor commented that the City has many other priorities to look at first. Bowman appreciates what the project is, but is concerned with the cost required and that it would be planned for only one site, not interconnected or throughout the city. She would also like something that is more in tune with the natural landscape and not quite so gaudy. Galvin indicated that he did not mind having a dialog and gathering more information about the item. LaRussa would like to have more of a conversation before a decision is made. Schneemann agreed with Bowman on the aesthetic perspective, but was undecided about the usefulness in Farmington.

5. DISCUSS SAMURAI STEAK HOUSE PUD

Murphy introduced the topic and passed the presentation to Director Christiansen. An overview of the Samurai Steakhouse PUD was shared, including site plan and recommendations. He mentioned that City Attorney Schultz had worked with Samurai Steakhouse to draft the PUD agreement, and he distributed copies of the draft.

Christiansen was asked by Council to give highlights of the major differences between the parallel plan and the plan being submitted for the PUD. LaRussa asked about what the three conditions were as submitted by the applicants for the plan and Christiansen enumerated possible conditions. Discussion ensued about other parking options pursued during the planning process.

Taylor expressed interest in a crosswalk across Grand River being included as a condition or trade-off for alternative parking permissions. Christiansen expounded upon parking and crosswalk regulation. Taylor would like to see a parking fund established to allow applicants who cannot meet parking requirements on-site to pay toward other parking in the city. Christiansen outlined what other cities do in lieu of meeting parking requirements on proposed development.

Bowman expressed her support of the project as presented and commented that they have shown themselves to be a good neighborhood partner. She noted that as ride share programs and alternate transportation become more prevalent, current parking requirements may not be mandatory or necessary. She noted how close other municipal public parking is and that we overlook that fact.

Schneemann asked about when the existing building space will be utilized and open. He also asked about when the second building would be built. Christiansen stated that they want to go as fast as they can. Adjacent property owners were discussed in relation to considered parking.

LaRussa asked for an Ordinance review in future to account for variables that might encompass changing needs and fairness of accepting PUDs. Christiansen stated that current Ordinances are rather detailed.

Discussion continued about parking and considerations to the city. Galvin reminded council that this project will also contribute residents and vibrancy to the City. Schultz commented on the inherent nature of a PUD.

6. OTHER BUSINESS

Murphy requested that Council cancel their scheduled November 5, 2018 meeting because of the need to secure the facilities for the November 6, 2018 General Election. Council agreed, with the provision that if the City Manager found there was a need to meet in that time frame that a special meeting would be set on another date.

Murphy also informed Council that a special event permit had been applied for by Tomorrow Productions of Manhasset, NY to use Grand River and Farmington's downtown to shoot a holiday commercial on Sunday night, October 21, 2018. He asked that the agenda for the regular meeting be amended to accommodate for Council's consideration. Discussion ensued which included Director Demers and Superintendent Eudy about road closure details.

7. COUNCIL COMMENT

No Council comment was heard.

8. ADJOURNMENT

Move to adjourn the meeting.

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

The meeting adjourned at 6:59 p.m.

Steve Schneemann, Mayor

Mary J. Mullison, City Clerk

Approval Date:



Regular City Council Meeting
7:00 p.m., Monday, October 15, 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 October 15, 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 7:05 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 Schultz
City Treasurer Weber

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

Doug Reynolds, 23634 Longacre, of the Emergency Preparedness Commission, spoke about what to do during a power loss and about Halloween safety.

4. APPROVAL OF ITEMS ON CONSENT AGENDA

A. City Council meeting minutes

- September 17, 2018 Special Meeting
- September 17, 2018 Regular Meeting
- October 1, 2018 Regular Meeting

B. Accept minutes from City's boards and commissions

- C. Farmington monthly payments report
- D. Farmington Public Safety monthly report
- E. Consideration to schedule program year 2018 Community Development Block Grant Application Public Hearing
- F. Move to ratify request for Declaratory Ruling and filing of the Lead and Copper Concurrence Petition
- G. Consideration to approve second amendment to City Manager’s Employment Agreement

Move to approve the consent agenda as presented.

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

5. APPROVAL OF REGULAR AGENDA

Move to approve the regular agenda as amended, with the addition of Item 7I - Special Event application submitted to the DDA from Tomorrow Productions.

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

6. UNFINISHED BUSINESS

A. Consideration to approve amendment to Tobacco Ordinance

Director Demers recapped the proposed change to the Tobacco Ordinance. Council questioned Demers and City Attorney Schultz about specific concerns with both the ordinance and vape products, especially as it applies to public schools. Fine structure decisions were also addressed. Council appreciated Demers work on improving the ordinance and keeping current issues in sight.

Move to approve Ordinance to amend the City of Farmington Code of Ordinances, Chapter 20, to include vape and electronic cigarettes.

Friendly amendment made by Taylor and accepted by LaRussa to change language of ordinance in Section C adding “for each offense”. **

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

7. NEW BUSINESS

A. Consideration to approve noise variance for Michigan Department of Transportation (MDOT) for resurfacing, bridge reconstruction and maintenance during the 2019 construction season

City Manager Murphy introduced MDOT's proposals and OHM's recommendations for approval of a noise variance. He spoke about a public forum held September 26, 2018 that allowed residents and MDOT representatives to interface. Superintendent Eudy introduced Laurie Swanson and Kelsey Cox of MDOT to give an overview of the program and explain when and where the closures might occur. April 15 through October 1 is the stated target period.

Taylor asked what will be done to notify residents that closures or noise might be expected. Swanson indicated that message boards will be used as well as press releases. Lane closures will also be put into an online resource, Mi Drive. Bowman asked about how typical this in terms of timing. Swanson indicated that they like to avoid peak hours.

Move to approve nighttime and weekend work by Michigan Department of Transportation (MDOT) for resurfacing and bridge reconstruction and maintenance during the 2019 construction season, pursuant to Section 19-127 of the City Ordinance and as requested by letter dated October 8, 2018.

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

B. Resolution to approve Farmington Area Citizen Emergency Response Team (CERT)

Director Demers explained what the CERT program is and what it provides to the community. Tim Tutak, CERT Instructor, spoke about what CERT can do for our combined communities.

Bowman asked about where Farmington Hills stood in this endeavor and was told that Farmington Hills has already approved this program and is just waiting for Farmington to get on board.

Move to approve Resolution to participate with the Farmington/Farmington Hills Community Emergency Response Team, better known as Farmington Area CERT. **

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

C. Consideration to approve conceptual/preliminary PUD site plan and PUD agreement – Samurai Steak House

Director Christiansen summarized the proposed project to improve a developed site and an undeveloped site into both Samurai Sushi and Samurai Steakhouse. He pointed out elements of site development that have changed since the PUD last came before Council. Galvin indicated that he was quite excited to see this project come to fruition and addressed parking concerns and other public concerns. LaRussa asked about deadlines and timelines and asked the city attorney to pay attention to them. Taylor asked for a full overview for the project, specifically about parking allowances, and Christiansen complied. Taylor requested that before moving this PUD forward the city look into alternative ways to make the developer pay for getting these allowances. Bowman cited the City's Master Plan and that this project is exactly the type we need. She indicated her approval of all the applicant has already done and is very comfortable with the current plan.

Michael Kemsley, representative of XIE ZHENG, LLC, commented about their excitement about being able to open the sushi portion of their project soon and thanked Council for their input and consideration.

Schneemann acknowledged that Farmington has not seen new retail footage built in twenty years and that this project represents the first of many to come in the future. He also spoke about needing a comprehensive way to address the issue of increasing development and density creating pressure on our parking requirements. As modes of mobility change, parking spaces might be looked at as a different kind of an asset. He directed Superintendent Eudy to make it a top priority to keep parking markings on Grand River pristine. Schneemann also cited community outreach to adjacent neighbors that did not generate any complaint.

LaRussa offered Council's support to the applicant as liaison to neighbors.

Taylor asked to have a change to the motion that was proposed incorporating parking offsite. Schultz indicated that a substantive request should not be tacked on in a public meeting setting.

Taylor moved to table the proposed motion, but with no support, the motion failed.

LaRussa asked what the impact would be of postponing this decision. Christiansen indicated that it is quite a time-sensitive opportunity and that delay will impact the applicant's financing. Kemsley indicated that they are on their third extension and every extension is costly and delays the process. Schultz clarified that this is a negotiation process, and should be previously discussed rather than dropped on the applicant at this meeting.

Galvin, as liaison to parking committee, mentioned that parking changes, modifications, additions and management is an ongoing process.

Move to conditionally approve the Samurai Steakhouse PUD Concept Plan and PUD Agreement with XIE ZHENG, LLC, for demolition and redevelopment of a new mixed-use building and realignment of parking areas, to occur on two adjacent parcels that will make up one integrated development, because the project meets the eligibility requirements of a planned unit development as a result of its redevelopment of

properties that, at the completion of the project, will better contribute to the vibrancy of downtown Farmington.

Approval is subject to the following conditions:

a. Incorporation of the following changes to PUD Concept Plan in a Final PUD Concept Plan to be reviewed and approved administratively for attachment to the PUD Agreement:

- Comments/recommendations in the PUD site plan planning/conceptual design review letter from OHM Advisors dated August 6, 2018.
- Comments/recommendations in the PUD site plan engineering/conceptual design review letter from OHM Advisors dated August 6, 2018.
- Conditions of approval in the motion of approval of the PUD Concept Plan by the Planning Commission of August 13, 2018.

b. Final review and approval of all legal descriptions and other exhibits.

c. Final review and approval of the of the PUD Agreement by the City Manager and City Attorney, including any minor amendments deemed necessary to comply with the City's ordinances and Council requirements.

d. Final site plan by the Farmington Planning Commission that incorporates all requirements of the PUD Agreement, as revised. **

RESULT:	APPROVED AS PRESENTED [4-1]
MOVER:	Galvin, Councilmember
SECONDER:	Bowman, Mayor Pro Tem
AYES:	Bowman, Galvin, LaRussa, Schneemann
NAYS:	Taylor

D. Consideration to approve Change Order No.2 and Construction Estimate No.4 (Final) for the 2017 Farmington Roads HMA (Asphalt Roads) Maintenance project

Superintendent Eudy summarized the previous change orders, and indicated additional roads to be resurfaced.

Move to Approve Change Order No.2 and Construction Estimate No.4 (Final) for the 2017 Farmington Roads HMA (Asphalt Roads) Maintenance project to Pro-Line Asphalt Paving Corporation, located at 11797 29 Mile Road Washington Twp., MI 48095 in the amount of \$27,174.10 which includes the release of held retainage.

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

E. Consideration to ratify final payment of the emergency replacement of the Sodium Hypochlorite Injection System

Director Eudy asked for ratification of final payment for training and operation of the new Sodium Hypochlorite Injection System.

Move to ratify final payment to Oakland County Water Resource Commissioner for the emergency replacement of the Sodium Hypochlorite injection system in the amount of \$4,752.06, and payment to Detroit Pump in the amount of \$11,706.00.

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

F. Consideration to approve Change Order No. 6 and Construction Estimate No.3, for the Farmington DPW wall repair & roof replacement project

Superintendent Eudy requested approval for Change Order No. 6. Schneemann asked about specifics of the project and was informed that repairs needing to be made were not as had been originally anticipated.

Move to approve Change Order No. 6, and Construction Estimate No. 3 in the amount of \$18,180.00 to R. Graham Construction, located at 30966 Grand River, Farmington MI 48336 for the Farmington DPW Wall Repair & Roof Replacement Project.

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

G. Consideration to renew the Farmington Road Maintenance Agreement with the Road Commission for Oakland County for 2018-19

Superintendent Eudy explained the renewal requested and LaRussa asked about strength of staffing within the Department of Public Works.

Move to authorize the City Manager to renew the Farmington Road Maintenance Agreement with the Road Commission for Oakland County for 2018-19.

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

H. Consideration to approve request for third extension for 47th District Courthouse purchase agreement

City Manager Murphy recapped the history of previous extensions and spoke about the Planned Unit Development plan the applicant has already gained approval for. Bowman asked City Attorney Schultz how the City and Council can get the School Board to act on this request. Schultz indicated that there are many impediments to an agreement or project of this nature and he thinks that the pace of the process is a normal one. Bowman then directed a question to City administration inquiring about holding more frequent intergovernmental meetings to help with joint ventures. Murphy stated that administration could do that.

Dan Blugerman was invited by Schneemann to answer Bowman. He stated that there is a timetable already set up with a school board meeting imminent, with possible approval before any new school board should be seated. LaRussa reiterated that the Council's expectation should be set with a realistic deadline if this is a normal timeframe. Blugerman answered that the applicant has a short term to close after approval by the school board. Schultz reminded Council that time was set very ambitiously in order to set the developer's feet to the fire. Schneemann was not in favor of extending any more than the forty-five days requested.

Move to approve Consent to Third Extension of Sale of Land Agreement with the Ten Mile Development Group, LLC, with the expectation that the sale of the land will close within 7 days after the School District approves the easement termination and new driveway easements. **

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

I. Consideration to approve Special Event application submitted to the DDA from Tomorrow Productions

City Manager Murphy introduced a Special Event Permit that would allow some closures of Grand River Avenue on Sunday, October 21, 2018.

Move to approve the Special Event request.

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

8. DEPARTMENT COMMENT

Director Demers thanked the City Attorney for help developing the Vape ordinance. He also noted that a CPR/AED instructional training to residents was being offered by the Public Safety Department. He mentioned that his department was ready for their upcoming Halloween patrol.

Bowman asked about the vaping ordinance and whether Farmington Hills is on board with a similar ordinance. Demers indicated that they were seriously looking at a vaping ordinance with action on it soon. Schneemann commended Demers for Public Safety's response to a recent significant event and the effectiveness of a townhall opportunity for the community to come together and get information. Demers made Council aware of the progress of the case. Schneemann also thanked Demers for the vaping ordinance and looked forward to the coming crosswalk ordinance.

City Treasurer Weber informed the public and Council about how to find out details about the coming millage question. LaRussa thanked Weber and Murphy and the rest of Council for supporting recent millage informational meetings that were held throughout the city. Taylor added that she had heard from residents that they felt that the presentations were useful and informative. Schneemann also thanked Weber for his best efforts toward the millage.

Superintendent Eudy reminded the community about yard waste and leaf collection and their scheduled dates.

Director Christiansen gave a synopsis of ongoing work on the City of Farmington Master Plan Update 2018 and announced upcoming public meetings. Galvin inquired about an open permit for a gas station at Nine Mile and Farmington Road, and Christiansen detailed progress on that project. Taylor asked about the old bank building at Farmington and Grand River and was updated on that property.

City Clerk Mullison reported on progress toward preparedness for the upcoming Midterm election and drew attention to deadlines for and the process of voting by absentee ballot.

City Manager Murphy informed Council about a resident who was concerned about bicycling by Citizens Bank and had concerns about his family's safety. He reported that headway had been made with Citizens Bank toward fixing the problem. Schneemann asked Director Demers what the ordinance was regarding bicycling on sidewalks. Demers offered to research the question and get back to Schneemann. Taylor also asked Demers to work to strike an ordinance that required bicycles to be registered by the city.

9. CITY COUNCIL COMMENTS

Galvin thanked Department Heads for their extra effort, especially Demers, Weber, Eudy and Christiansen. He highlighted the Haunted Market later this month and the upcoming Skate Swap in November.

Taylor requested a study session on developing and establishing a parking fund within the next few months.

LaRussa thanked all present on work done. He commented about differing modes of transportation and their effect on our city and would like to review our ordinances and policy statement so that we can treat all of our applicants equally. He asked to add this topic to the work plan.

Schneemann reminded all to exercise their constitutional right and get out and vote on November 6th. He called on our citizens to make a decision about the direction that our community will take for this decade and beyond.

10. ADJOURNMENT

Move to adjourn the meeting.

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

Meeting adjourned at 8:57 p.m.

Steve 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.

**Farmington City Council
Staff Report**

**Council Meeting
Date:** November 19, 2018

**Reference
Number
4I**

Submitted by: David Murphy, City Manager

Description Consideration to Adopt Resolution Approving 2019 City Council Meeting Dates

Requested Action Move to adopt resolution to establish 2019 City Council meeting dates

Background

The Open Meetings Act requires that the regularly scheduled meetings of a public body be posted within ten days after the first meeting of that public body in each calendar or fiscal year. The Farmington City Charter, Section 6.1, states that the Council will provide, by resolution, the time and place of its regular meetings.

Attached is a proposed City Council meeting schedule for 2019. This would continue the tradition of meeting on the first and third Monday of each month in addition to a Special/Study Session at 6 p.m. on the third Monday of every month.

1. The council meetings slated for the first Mondays of July and August will be eliminated because business is historically slow during these dates and we encounter vacation conflicts.
2. The Monday night meeting prior to the November 5 election is eliminated to allot time for election preparation.

Assuming a first and third Monday schedule, there are three meetings changed to Tuesday as a result of holidays: January 21 (Martin Luther King's Birthday), February 19 (President's Day) and September 3 (Labor Day).

We have included one special meeting to review the City Manager's recommended budget. This is scheduled for Monday, April 22, 2019.

Materials:
Resolution

CITY OF FARMINGTON

RESOLUTION NO. xxxxxxxx

WHEREAS, The Open Meetings Act, MCL 15.261 et. seq. requires "for regular meetings of a public body, there shall be posted within 10 days after the first meeting of the public body in each calendar or fiscal year, a public notice stating the dates, times, and places of its regular meetings."

WHEREAS, Section 6.1 of the City Charter states that Council provides by resolution for the time and place of its regular meetings.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the following are dates and times of regular and special City Council meetings for the year of 2019 in Council Chambers of Farmington City Hall, 23600 Liberty Street, Farmington, Michigan.

MEETING DATES

Monday, January 7, 2019	7:00 p.m.	Regular Meeting
Tuesday, January 21, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting
Monday, February 4, 2019	7:00 p.m.	Regular Meeting
Tuesday, February 19, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting
Monday, March 4, 2019	7:00 p.m.	Regular Meeting
Monday, March 18, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting
Monday, April 1, 2019	7:00 p.m.	Regular Meeting
Monday, April 15, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting
Monday, April 22, 2019	6:00 p.m.	Budget Review Meeting
Monday, May 6, 2019	7:00 p.m.	Regular Meeting
Monday, May 20, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting

Monday, June 3, 2019	7:00 p.m.	Regular Meeting
Monday, June 17, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting
Monday, July 15, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting
Monday, August 19, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting
Tuesday, September 3, 2019	7:00 p.m.	Regular Meeting
Monday, September 16, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting
Monday, October 7, 2019	7:00 p.m.	Regular Meeting
Monday, October 21, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting
Monday, November 18, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting
Monday, December 2, 2019	7:00 p.m.	Regular Meeting
Monday, December 16, 2019	6:00 p.m. 7:00 p.m.	Special Study Session Regular Meeting

.....

I, Mary 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 Monday, November 19, 2018 in the City of Farmington, Oakland County, Michigan.

Mary Mullison, City Clerk

Farmington City Council Staff Report	Council Meeting Date: Nov 19, 2018	Item Number 4J
Submitted by: Kate Knight, DDA Director		
Agenda Topic: Consideration to Adopt Resolution Approving the 2019 DDA Community Events Calendar, Temporary Liquor License Applications, Street Closures and Sidewalk Shopping Dates		
Proposed Action: Move to adopt resolution approving the 2019 DDA community events calendar, temporary liquor license applications, street closures, and designated sidewalk shopping dates as presented.		
Background: The Farmington Downtown Development Authority, on behalf of the Downtown Farmington business community, is requesting that the City Council adopt a resolution approving the 2019 community events calendar, temporary liquor license applications, and street closures. In addition, the DDA respectfully requests the Mayor and Council permission on behalf of all the businesses within the Farmington DDA district, to participate in Sidewalk Shopping on any event day during 2019.		
Materials: Draft Resolution 2019 DDA Community Events Calendar		

DRAFT RESOLUTION

A RESOLUTION OF THE FARMINGTON CITY COUNCIL APPROVING THE DOWNTOWN DEVELOPMENT AUTHORITY'S 2019 EVENT CALENDAR WHICH INCLUDES DATES, TIMES, LOCATIONS, AUTHORIZATION FOR ROAD CLOSURES, AND AUTHORIZATION TO APPLY FOR TEMPORARY LIQUOR LICENSES.

WHEREAS, the Farmington Downtown Development Authority (DDA) has approved a 2019 schedule of events which includes: Art on the Grand, Rhythms in Riley Park, Lunch Beats and the Harvest Moon Celebration, and

WHEREAS, the DDA requests approval for the entire year to assist their efforts with planning, cross promoting, and sponsorship opportunities; and

WHEREAS, the proposed calendar of events will require authorization from the City Council to close roads for certain events and to authorize the DDA to apply for temporary liquor licenses.

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council hereby approves the DDA's 2019 Calendar of Community Events with the following conditions:

1. **Art on the Grand**

Days: Saturday, June 1, 10am-7pm, and Sunday, June 2, 11am-5pm

Location: Closure of Grand River (from Farmington Rd. to Grove St.) and Market Place from Grand River to alley to the south of 33171 Grand River Avenue (Tubby's)

Other: Hold the State of Michigan Department of Transportation harmless for liability, which may result in the closing of Grand River and authorize City departments to provide the service required for the Art on the Grand.

2. **Rhythmz in Riley Park**

Days: Fridays, June 7– August 23 (no concert on July 19 during Founders Festival), hours 7:00-9:00pm

Location: Pavilion area and Riley Park

3. **Lunch Beats**

Days: Wednesdays, June 5- August 21,

12:00pm-1:00pm *Location:* Pavilion Area and Riley Park

3. **Harvest Moon Celebration**

Days: Thursday, September 19, Friday, September 20 and Saturday, September 21; hours each night 6pm-11pm *Location:* Pavilion/Riley Park area and adjacent parking lot

Temporary Liquor License: Authorization for the DDA to apply for a temporary liquor license September 19, 20 and 21.

4. **Sidewalk Shopping**

The Farmington DDA requests to implement downtown-wide Sidewalk Shopping on *any* event day during 2019.

2019 Event Specifications

Event	Proposed 2019 Dates	Date details	Event Specs	Issues/Comments	Business or Community-Oriented	Ranking (Opportunity for Business Engagement)	Budget Impact
Ladies Night Out	April 25, Nov 14	4th Thurs in Apr 2nd Thurs Nov	Open House: 5-9pm	Business participation is high	Business	1	PSD
Art on the Grand	June 1-2 (Sat. – Sun.) Set up starts May 31	First weekend in June	Saturday: 10 am – 7 pm Sunday: 11 am – 5 pm	In partnership with City of Farmington Hills Cultural Arts	Both, structured to be in scale with and beneficial to business and restaurants	2	Sponsor and revenue funded
Rhythms in Riley Park	June 7 - Aug. 23 (except July 19)	11 concert dates	Fridays: 7pm – 8:30pm		Community	6	Sponsor funded
Lunch Beats	June 5- August 21	Wednesdays at noon	Hours: 12-1pm	New series; designed to bring new visitors	Both, structured to benefit restaurants and businesses by generating trips from local workplace market	4	PSD and sponsor funded
Harvest Moon Celebration	Sept. 19,20,21 (Thurs. – Sat) Set up starts Sept. 17	Third full weekend in Sept.	Thurs: 6 pm-11pm “Low-Key Social Night” Fri: 6-11pm Harvest Moon Dance Sat: Homecoming 6-11pm	Needs a strong HMC Committee; need more staff support; formula works	Community, for the most part. The taste on Friday night welcomes restaurant participation, although most do not participate	5	Sponsor and revenue funded
Small Business Saturday	November 23	Saturday after Thanksgiving	Open House, 10am-4pm	Business participation is good	Business	3	PSD

Considerations:

1. Update sponsor packages in preparation for maximizing window of opportunity for sales
2. Support Staff for Events:

Art on the Grand	Knight
Rhythms in Riley Park	Concert Producer/Knight
Harvest Moon Celebration	Volunteers/Knight
Small Business Saturday	Volunteers/Businesses
Lunch Beats	Concert Producer/Businesses

Farmington City Council Staff Report	Council Meeting Date: November 19, 2018	Reference Number 7A	
Submitted by: Amy Norgard, Controller			
Description Consideration to Approve 2019 Program Year Community Development Block Grant Application			
Requested Action Move to approve resolution adopting 2019 Program Year Community Development Block Grant Application			
Background Earlier in the meeting, the City Council will have held a public hearing on the proposed 2019 Program Year Community Development Block Grant application. City Administration is recommending adoption of the resolution which will be forwarded to Oakland County Community Development Department.			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

CITY OF FARMINGTON

RESOLUTION NO. _____

WHEREAS, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs, and

WHEREAS, Oakland County has requested CDBG-eligible projects from participating communities for inclusion in the Action Plan, and

WHEREAS, the City of Farmington has duly advertised and conducted a public hearing as follows:

Mayor Schneemann opened the Public Hearing at **(TIME)**

(Public Comments)

Mayor Schneemann closed the Public Hearing at **(TIME)**

on November 19, 2018 for the purpose of receiving public comments regarding the proposed use of PY 2019 Community Development Block Grant funds (CDBG) in the approximate amount of \$23,677, and

WHEREAS, the City of Farmington found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

<u>Project Name</u>	<u>Amount</u>
Senior Center	\$16,575
Senior Services	\$7,102

THEREFORE, BE IT RESOLVED, that the City of Farmington CDBG application is hereby authorized to be submitted to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that the Mayor is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

Motion by:

Supported by:

Ayes:

Nays:

Signed:

I, Mary Mullison, the duly appointed Clerk of The City of Farmington, Oakland County, MI do hereby certify that the above is a true copy of a resolution adopted by the City of Farmington City Council at a meeting held on November 19, 2018 at which time a quorum was present.

Mary Mullison, City Clerk

Farmington City Council Staff Report	Council Meeting Date: November 19, 2018	Item Number 8A
Submitted by: Melissa Andrade		
<u>Agenda Topic:</u> Special Event request: Holly Days and Light up the Grand Parade		
<u>Proposed Motion:</u> Move to approve the special event application for the 2018 Holly Days and Light Up the Grand Parade on Saturday, Dec. 1 from 10 a.m. until 8 p.m.		
<u>Background:</u> The Greater Farmington Area Chamber of Commerce is hosting its annual Holly Days and Light Up the Grand holiday event on Dec. 1. The event includes various sales at merchant locations, a Gift, Greens and Giving Holiday Market in Riley Park, a lighted parade down Grand River through the downtown stepping off at 6 p.m., and other various holiday festivities.		
<u>Materials:</u> Event flier Event application		



Approval Needed:

City Manager

City Council

Approved

Denied

City of Farmington Special Event Application

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

Sponsoring Organization's Name Greater Farmington Area Chamber of Commerce

Organization Phone: 248-957-9585

Organization Address 32780 Grand River Ave. Ste. 207A 48336

Organization's Agent: Mary Martin Phone: 248-957-9585

Agent's Title: Exec Director E-mail: Mary@gfachamber.com

Agent's Address: Same

Event Name: Holly Days and Light Up the Grand Parade

Event Purpose: Community Holiday Event

Event Dates: Dec. 1, 2018

Event Times: 10am - 8pm

Event Location: Riley Park and Grand River Ave

Number of People Expected: 3000

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

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:

pending applications

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: I will be sending an
email

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.

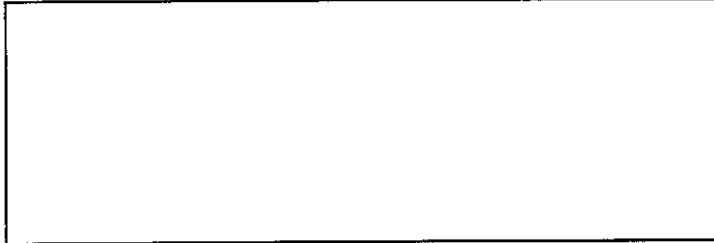
Signs or banners approved by the city of Farmington for special events shall be designed and made in an artistic and workman-like manner. **THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.**

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

A-FRAME signs will be used to direct people to specific locations

Banner Length

Width

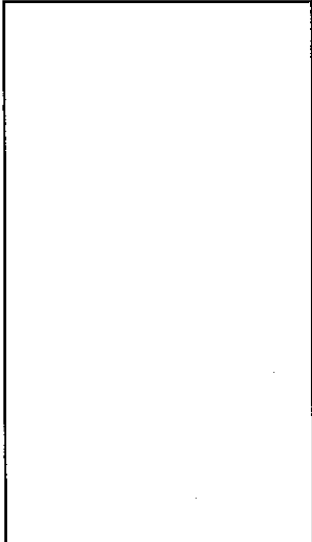


Write copy of banner in the box.

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.

Oct 15, 2018
Date

May Mand
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

GFA CHAMBER OF COMMERCE
PRESENTS

Holly Days

SATURDAY DECEMBER 1 IN DOWNTOWN FARMINGTON

FEATURING THE

LIGHT UP THE GRAND PARADE!

6PM Presented by Paulson's Audio and Video

10AM – 6PM

HOLLY DAYS MARKET

**GREENS, GIFTS &
GIVING**

Sundquist Pavilion

HOLLY DAYS INN

Festive Adult
Beverages

Sponsored by Wiengartz

TRAIN RIDES

Sponsored by
Annette Compo
Home Team
Keller Williams

FREE GIFT WRAPPING

Hosted by The Optimist
Club

HOLIDAY PHOTO BOOTH

Sponsored by Ignition Point
Workshops

10AM – 1PM

FREE MOVIES

Farmington Civic Theater

**Polar Express and
Shrek the Halls**

Admission:

Canned Good item

Sponsored by the
Farmington Area
Goodfellows

10AM – 4PM

VISIT WITH SANTA

Farmington Garage
Sponsored by Farmington
Garage

ELVES WORKSHOP

Great Lakes Ace
Sponsored by Great Lakes
Ace

STORIES WITH MRS. CLAUS

Essential Family
Chiropractic
Sponsored by Perfect
Eyebrow Threading and Spa

7PM – 8PM

HOLIDAY TREE LIGHTING

Warner Mansion
Sponsored by Consumers
Energy

WARNER MANSION OPEN HOUSE

SING-A-LONG with
Farmington
Community Choir

**MAYORS ARRIVE TO
WELCOME SANTA**
(Cities of Farmington
& Farmington Hills)

TREE LIGHTING

VISITS WITH SANTA

**COOKIES AND MILK
HOT COCOA**

Provided by Fresh Thyme
Market

Paulson's
Audio & Video
The Toy Store For Grownups!

Consumers Energy
Count on Us®

Annette
COMPO HOME TEAM
877-ANNETTE
WWW.COMPOREALTY.COM
KW ADVANTAGE
KELLERWILLIAMS REALTY

WEINGARTZ EVERYTHING FROM LAWN TO SNOW
WEINGARTZ.COM

**The FARMINGTON
GARAGE**
Hometown Auto Repair

**Great Lakes
ACE
Hardware**

Perfect
THREADING SPA WELLNESS

**Farmington Area
Jaycees**
The United States Junior Chamber

**Greens
Gifts &
Giving**

**DOWNTOWN
FARMINGTON**
Economic Development Authority

**GREATER
FARMINGTON AREA
CHAMBER OF COMMERCE**

**FARMINGTON
MANSION**
18115

**CONROE WARNER
MANSION**
1117

FRESH THYME
FARMERS MARKET

Farmington City Council Staff Report	Council Meeting Date: November 19, 2018	Item Number 8B
Submitted by: Melissa Andrade		
<u>Agenda Topic</u> Consideration to approve Special Event Application for the Farmington Winter Artisan Market		
<u>Proposed Motion:</u> Consideration to approve Special Event Application for the Farmington Winter Artisan Market to be held at the Masonic Lodge, 34002 Grand River Ave. on Saturday Nov. 17 & 24 and Dec. 1, 8, 15 & 22 from 10 a.m. until 2 p.m.		
<u>Background:</u> Gilda Wong, of The Masonic Hall 151 Eastern Star organization, plans to manage the 2018 Winter Market to be held at the Masonic Lodge, 34002 Grand River Ave., in an effort to extend the Farmers Market season. This has been an annual event.		
<u>Materials:</u> Application		



CITY USE ONLY

Approval Needed:

- City Manager
- City Council

- Approved
- Denied

City of Farmington Special Event Application

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

Sponsoring Organization's Name EASTERN STAR / Masonic Hall #151

Organization Phone: # 734-956-0562 (Gilda Wong)

Organization Address 23715 Farmington Rd.

Organization's Agent: Gilda Wong Phone: #734-956-0562

Agent's Title: Market Manager E-mail: _____

Agent's Address: SAME as above

Event Name: Farmington Winter Artisans Market

Event Purpose: Continuing efforts to support the Masonic Hall Restoration Fund

Event Dates: Nov: 3, 10, 17, 24 Dec: 1, 8, 15, 22

Event Times: 10:00 am - 2:00 p.m

Event Location: Masonic Hall / 23715 Farmington Rd.

Number of People Expected: 75-100

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

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

Other vendors (YES) (NO)
(mully Crafts/Art)

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) *Masonic Property only*
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

*Farmington Winter
Artisans Market
Sat. 5 10: - 2:00 PM*

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.

10/18/18
Date

Penny M. [Signature]
Signature of Sponsoring Organization's Agent

Chlo Gilda Wong

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: November 19, 2018	Reference Number 8C
Submitted by: Charles Eudy, Superintendent		
<u>Description</u> Consideration to Authorize Purchase of SwapLoader Roll-off Container Attachment.		
<u>Requested Action</u> Move to authorize Administrative Staff to purchase the SwapLoader Roll-off Container Attachment in the amount of \$7,923.00 for the 2015 Freightliner Salt Truck from Truck & Trailer Specialties located at 1200 Victory Drive Howell MI 48843.		
<u>Background</u> City Administration is requesting the City Council authorization to purchase SwapLoader skid-mounted Roll-off Container attachment from the Rochester Hills RFP-RH-13-030 Co-operative purchasing program. This Roll-off Container Attachment will allow Farmington DPW crews to have additional capabilities to haul debris, snow, transport tools and supplies to or from job sites. It can also be dropped off at locations for community events when a dumpster is needed, or at the Warner Home for the spring clean-up and Rouge River clean-up events. The Fiscal Year 2018-19 Budget appropriated \$22,000 for the purchase of a SwapLoader Dump Bed for the 2015 Freightliner salt truck. Administrative staff recommend to purchase the SwapLoader Roll-off Container Attachment in place of the SwapLoader Dump Bed. Current build time estimates for an attachment of this type is 60-90 days. The City would be invoiced after the attachment is delivered. The remaining funds will either be used for the purchase of sewer cleaning equipment or remain in the DPW Equipment Revolving Fund for future purchases.		
Agenda Review		
Department Head	Finance/Treasurer	City Attorney
		City Manager



TRUCK & TRAILER *Specialties, Inc.*

1200 Victory Drive | Howell, MI 48843 | www.ttspec.com | Ph: (517) 552-3855 | Fx: (517) 552-3666

October 26, 2018

City of Farmington
Attn: Chuck Eudy, DPS Superintendent
33720 West Nine Mile Road
Farmington, MI 48024

Equipment Quotation

Pricing based on the City of Rochester Hills RFP-RH-13-030

Awarded November 2013 two-year contract awarded to Truck & Trailer Specialties, Inc.

Project: SwapLoader Skid-mounted Dump Attachment for City's existing Single Axle Truck.

Container Body Attachment

Install 11' Poynette Container Body skid-mounted SwapLoader attachment including the following:

132" length, 48" high, 54" hook height
12 cubic yard capacity
3/16" floor with 12 ga. sides
3" structural C-channel crossmembers on 18" centers with 3" structural apron
8" x 10" log rollers with grease fittings at the rear
5" rollers at the front
3" x 4" x 3/16" tubular uprights for the rear barn-style doors
Door includes a sweep on the bottom and hinges include grease fittings
3/4" solid round tarp rails front and rear
Top reinforcing tube is 3" x 4" x 3/16" tubing
2" x 4" stake pockets on sides & front every 2'
Ladders built into curbside rear corner
Gravel guard gussets
Guide latch on sides of doors
1/2" thick wheel plates
Floor-to-wall, A-frame, and rear stiffeners are continuously welded
Door safety chain with heavy-duty latch system
Extension pockets as per specifications
Decal plates and DOT tape included
Body painted Black

Above Container Body Attachment: \$7,923.00 ea.

Payment Terms: Net 30. Pricing effective for 45 days.

FOB: City of Farmington

Delivery: 60-90 days ARO

Thank you for the opportunity to quote.

Respectfully submitted by,
Jon Luea/Brian Bouwman

DO NOT FILL ABOVE THIS LINE

DO NOT PARK
NO HAZARDOUS WASTES ACCEPTED

CAUTION **WARNING**

NO PUBLIC DUMPING

WARNING
KEEP OFF!
Do not climb on, sit on, or use this container for any purpose. Injury from slipping or falling may occur.

WARNING
LOAD EVENLY!
Container must be placed on level surface. This is a heavy metal container and may tip or become more so.

PERKINS
BOX RENTAL, INC.
1-877-777-7777

DANGER
DO NOT PARK IN FRONT OF THIS CONTAINER





DO NOT FILL ABOVE THIS LINE

WARNING
KEEP OFF!
Do not climb on, sit on, or stand on the container for any purpose. Heavy loads resting on lifting legs may cause the container to tip.

WARNING
LOAD EVENLY!
Container must be loaded or filled on level, level surface. Tilted or unbalanced loads may cause the container to tip or shift.

DANGER
STAND CLEAR!
Stand clear when container is being lifted or lowered. Failure to stand clear may result in serious injury or death.

POYNETTE
TRUCK WORKS INC.
2111111111

DANGER
DO NOT REAR-LOAD
OR REVERSE

DO NOT FILL ABOVE THIS LINE

WARNING **WARNING**
KEEP OFF! Do not climb on or enter the container. Do not use the container as a work platform. Do not use the container for storage of hazardous materials.
LOAD EVENLY! Do not load the container with heavy or uneven loads. Do not load the container with loads that exceed the rated capacity. Do not load the container with loads that are not properly secured.

DANGER
STAND CLEAR! Do not stand near the container when it is being lifted or lowered. Do not stand near the container when it is being moved. Do not stand near the container when it is being emptied.

WARNING **WARNING**
KEEP OFF! Do not climb on or enter the container. Do not use the container as a work platform. Do not use the container for storage of hazardous materials.
LOAD EVENLY! Do not load the container with heavy or uneven loads. Do not load the container with loads that exceed the rated capacity. Do not load the container with loads that are not properly secured.