



**Special City Council Meeting  
6:00 PM, MONDAY, NOVEMBER 16, 2015  
Conference Room  
Farmington City Hall  
23600 Liberty St  
Farmington, MI 48335**

**FINAL**

**SPECIAL MEETING MINUTES**

A special meeting of the Farmington City Council was held on November 16, 2015, in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 6:00 PM by Mayor William Galvin.

**1. CALL TO ORDER**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Sara Bowman	Council Member	Present	
Greg Cowley	Councilmember	Present	
William Galvin	Mayor	Present	
Steve Schneemann	Mayor Pro Tem	Present	
Jeff Scott	Councilmember	Present	

**City Administration Present**

Director Christiansen  
City Clerk Halberstadt  
City Manager Murphy  
Controller Norguard  
Treasurer Weber

**2. APPROVAL OF AGENDA**

**RESULT:**        **APPROVED [UNANIMOUS]**  
**MOVER:**        Steve Schneemann, Mayor Pro Tem  
**SECONDER:**   Jeff Scott, Councilmember  
**AYES:**         Bowman, Cowley, Galvin, Schneemann, Scott

**3. PUBLIC COMMENT**

No public comment was heard.

**4. AUDITORS TO PRESENT ANNUAL AUDIT**

Present: Plant Moran representatives: Dave Helisek, Kari Shea and Justin Kolbow

Murphy introduced Dave Helisek, along with team members, Kari Shea and Justin Kolbow, who presented the results of the Farmington audit for year ended June 30, 2015.

Helisek advised Plante Moran once again was able to give the City's financial statements an

unmodified opinion which is the highest level of assurance that can be given. He stated that means the statements as presented fairly reflect the financial position of the City as of June 30, 2015.

There were changes that had been discussed in previous years that were implemented for the first time this year, including the adoption of GASB No. 68, which brought pension liability onto the face of the statements. Helisek advised the City's pension fund is 88% funded actuarially, which is excellent.

Kolbow provided an audit presentation covering General Fund revenues and expenses, revenues and expenses by governmental activities, and Water and Sewer Fund cash flows. He advised that the City's General Fund ended with a \$2.6 million balance, and noted \$2.1 million of that amount was unassigned or 27% of the Fund. He noted 27% is above the City's goal of 25%, which leaves the city well positioned.

Shea briefly reviewed Plante Moran's official letter to the City including: general information regarding the audit process and legislative and informational items. She commented on the fact that this letter is usually in three sections, including a section identifying any material weakness or significant deficiency, but there were none this year. She noted that this was an uncommon occurrence, and referenced the work put in by Weber and Norgard.

Shea also pointed out several items of interest within the letter to the City: future GASB Statements that will impact the City for Post-employment Benefits Standards; Revenue Sharing; Federal Grant funding; new FOIA regulations; and requirements for Act 51 monies and performance audits.

Discussion followed regarding post-employment benefits other than pensions (OPEB) bond liabilities, assets and rating changes, and coming changes in reporting.

Galvin recognized the time and effort put into the audit by City Treasurer Weber and Controller Norgard and thanked Plante Moran for attending.

Weber cited Norgard as instrumental in the success and smooth running of this year's audit.

## **5. RRRASOC: CURBSIDE CLOTHING RECYCLING**

### **A. Consideration of Proposed Curbside Clothing Recycling Pilot**

Present: Mike Csapo, RRRASOC; Bill Wilk, Simple Recycling

Murphy provided background on Curbside Clothing Recycling. He stated RRRASOC established a program through Simple Recycling to encourage the reuse and recycling of used clothing and household goods. The program is currently being successfully operated in South Lyon, Wixom, and Walled Lake, as well as other communities. There are no costs to the City or RRRASOC, and in fact, will pay RRRASOC \$.01/lb.

Csapo reviewed the background of the program and discussed the dynamic between recycling and the donation of clothing and household goods to charitable organizations. The pilot curbside programs worked well and provided a way for items no longer needed to go back into the value chain as opposed to going into landfills. He discussed the details of collection and disbursement of the material, and requested the opportunity to deploy this program in Farmington. Csapo then detailed the specifics of collection and homeowner education implemented by Simple Recycling.

Scott questioned whether trash pickers will create issues with Simple Recycling collection. Csapo indicated that though there is not a large problem with this, scrappers have been prosecuted in past. Pick up issues were also discussed.

Schneemann inquired about whether the City can get out of a written agreement if the City decides it does not want to continue. Csapo agreed to build that into the agreement.

Motion postponed to December agenda for further discussion.

## **6. CITY COUNCIL APPOINTMENT TO GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY**

Murphy advised that at the November 9th Council organizational meeting, an appointment to the Grand River Corridor Improvement Authority (CIA) was omitted. Scott volunteered to continue as the Mayor's designee to the CIA.

### **A. Motion to appoint Councilmember Scott to the Grand River Corridor Improvement Authority.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Steve Schneemann, Mayor Pro Tem
<b>SECONDER:</b>	Greg Cowley, Councilmember
<b>AYES:</b>	Bowman, Cowley, Galvin, Schneemann, Scott

## **7. DISCUSS DATE FOR BOARD AND COMMISSION INTERVIEWS - MONDAY, NOVEMBER 30**

Council concurred to schedule a meeting on Monday, November 30, 2015 to conduct interviews for vacancies on Boards and Commissions.

## **8. OTHER BUSINESS**

No other business was heard.

## **9. COUNCIL COMMENT**

No Council comment was heard.

## **10. ADJOURNMENT**

### **1. Motion To Adjourn**

The meeting adjourned at 7:03 p.m.

**RESULT:**       **APPROVED [UNANIMOUS]**  
**MOVER:**        Jeff Scott, Councilmember  
**SECONDER:**   Greg Cowley, Councilmember  
**AYES:**         Bowman, Cowley, Galvin, Schneemann, Scott

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William E. Galvin, Mayor

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Susan K. Halberstadt, City Clerk

Approval Date: \_\_\_\_\_