



REGULAR MEETING AGENDA

1. CALL TO ORDER

Roll Call

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF ITEMS ON CONSENT AGENDA

- A. City Council - Special Study Session - Nov 5, 2012 7:00 PM**
- B. City Council - Special - Nov 19, 2012 6:00 PM**
- C. City Council - Regular - Nov 19, 2012 7:00 PM**
- D. City Council - Special Study Session - Dec 3, 2012 7:00 PM**
- E. Approve Farmington Monthly Payments Report, November 2012**
- F. Approve Farmington Public Safety Monthly Report, November 2012**
- G. Consideration to Review Michigan Municipal League Membership**
- H. Consideration to Approve Michigan Suburbs Alliance Annual Membership**

4. APPROVAL OF REGULAR AGENDA

5. PUBLIC COMMENT

6. PRESENTATION/PUBLIC HEARINGS

- A. Public Hearing Grove Street Improvement Special Assessment District**

7. UNFINISHED BUSINESS

- A. Consideration to Adopt Resolution #3 for Grove Street Improvement Special Assessment District**
- B. Consideration to Adopt Ordinance C-767-2012 Amending the Zoning Code to Allow for the Keeping of Horses**
- C. Consideration to Adopt Resolution Accepting Proposal from Orchard Hiltz & McCliment (OHM) to Conduct Community Visioning Program**

8. NEW BUSINESS

- A. Consideration to Introduce Ordinance C-768-2012 Amending Chapter 5 of the City Code Regarding the Definition of Livestock**
- B. Consideration to Accept EVIP Grant for Information Technology Services with the City of Farmington Hills**
- C. Consideration to Advance Funds to the Downtown Development Authority to Purchase Property**
- D. Board and Committee Appointments**

9. DEPARTMENT HEAD COMMENTS

10. COUNCIL COMMENT

11. ADJOURNMENT



Special Study Session City Council Meeting
7:00 PM, MONDAY, NOVEMBER 5, 2012
Conference Room A
Farmington City Hall
23600 Liberty St
Farmington, MI 48335

DRAFT

SPECIAL STUDY SESSION MEETING MINUTES

A Special Study Session meeting of the Farmington City Council was held on November 5, 2012, in Conference Room A, Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:00 PM by Mayor Buck.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
J.T. Buck	Mayor	Present	
Greg Cowley	Councilmember	Present	
William Galvin	Mayor Pro Tem	Present	
Kristin Kuiken	Councilmember	Present	
JoAnne McShane	Councilmember	Present	

City Administration Present

Recording Secretary Murphy
City Manager Pastue
Treasurer Weber

2. APPROVAL OF AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	Greg Cowley, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

3. PRESENTATION-FISCAL YEAR 2011-12 FINANCIAL REPORT, PLANTE MORAN

Plante Moran Representatives Present: Dave Helisek, Partner in Charge of Audit, Kari Shea, Audit Manager, and Justin Kolbow, Auditor in Charge

Dave Helisek discussed the audit process and a subsequent meeting with City Administration to ensure the audited financial statement fairly and accurately represented City activity for the fiscal year ended June 30, 2012.

Kari Shea provided a power point presentation on the results of the audit. She stated approximately \$494,000 was added to the General Fund balance. She noted revenues

Minutes Acceptance: Minutes of Nov 5, 2012 7:00 PM (APPROVAL OF ITEMS ON CONSENT AGENDA)

were up due to an extra MMRMA distribution of \$100,000; and items that were budgeted, but not implemented, including IT purchase and sidewalk projects.

Shea indicated the City ended the year with a \$2.8 million General Fund balance of which \$1.9 million was unassigned.

Shea stated there was a slight uptick of \$57,000 in property tax revenue, however, there was an overall decline in taxable value of about 8 percent. The increased millage helped to offset this decline.

Shea noted a decline in Federal grants and a slight decrease in expenditures from last year. She further noted a slight increase in state shared revenue.

Shea stated the Theater and Water and Sewer funds showed a slight increase. She noted the rate changes were responsible for improvement in the fund cash flow.

Helisek noted the City strives to be consistent and predictable in the fund balance, as well as individual and governmental fund revenues. He pointed out property tax revenue was up for one reason only, the millage increase. He stated statutory revenue sharing was up, but warned it could be reduced again at any time. He also stated that property taxes will be discussed again in the coming year and will have a significant impact on the City.

Helisek indicated the City does a good job funding Other Post-Employment Benefit costs (OPEB), but warned this continues to be a growing liability of which the City is well aware.

Cowley inquired about the unfunded pension liabilities of other cities. Helisek responded most cities would like to fund the entire amount, but Farmington coming in at 68% funded is in the top 10 or 15 percent of communities he is familiar with. He indicated Farmington is doing a better job of funding this liability than most.

Cowley noted the report shows the City has an unfunded balance of \$22.9 million. Helisek explained that up until two or three years ago there was no requirement to set monies aside for this liability so everyone is playing catch-up.

Cowley stated that pursuant to GASB 68 the balance sheet in 2015 will reflect that outstanding liability. Helisek responded the pension liability will be recorded and the OPEB number probably three years after that.

Cowley then asked how the bond rating will be affected. Helisek responded that is a tough question to answer as to whether funding by "x" percentage would raise or lower a bond rating because that information is not available.

Further discussion was held on this subject.

Mayor Buck inquired as to what other communities were doing to address unfunded liabilities. Helisek responded that they are trying to determine what is driving the numbers so high. Communities are looking at their benefit plans and trying to

determine if the same level of coverage can be provided at a reduced cost. Benefit coverage is dependent on the different bargaining units involved.

Responding to a question from McShane, Helisek stated he is unaware of any assistance coming from the State.

Kuiken asked how the 9% decline in taxable value in Farmington compares with other communities. Helisek responded that in comparison to Wayne County, the 9% looks good. He did not have available information on other Oakland County communities.

Shea pointed out property values were starting to stabilize a little bit. Treasurer Weber indicated that things are picking up west of the 275 Interstate. He stated they are starting to see some increase in taxable value, but will be limited by Proposal A.

Further discussion was held on this subject.

Galvin asked if the OPEB liability was increasing or decreasing. Helisek responded it had increased this past year by \$252,000. He stated the liability reported under current GAAP rules is the difference between the actuarial required contribution versus what was actually contributed. He noted in the financial report the unfunded liability increased from 10.9 million in June 2008 to 22.9 million in June 2011 .

Cowley pointed out the increase was 19 percent. Buck commented the City would see the impact of those changes this fiscal year.

Galvin inquired about the lack of funding in the Capital Improvement Fund (CIF).

Pastue stated \$200,000 was moved from CIF to the Civic Theater fund to pay off that debt. He further stated that over the last couple of years the CIF was used to pay debt. He advised the CIF is slated for repayment of debt, park improvements, sidewalks, and special projects related to buildings and grounds.

Galvin pointed out the CIF is critical to a healthy, long term community. He would like to see that fund get back on track at some point in the near future.

Discussion followed regarding the structure of the State Economic Vitality Incentive Program (EVIP) and the likelihood of shared services always being a component.

McShane indicated that the City should be proactive in terms of lobbying and sending resolutions to the governor and legislature letting them know the State cannot balance the budget on the backs of local government.

Buck inquired if Helisek was aware of any local governments that are protesting EVIP as an unfunded mandate. Helisek responded in the negative.

Responding to a question from Galvin, Shea stated the millage increase added \$590,000 to revenues.

Responding to an additional question from Galvin, Pastue stated that without the millage increase the property tax revenues would have been approximately \$3.8 million.

Helisek stated that the way in which the Personal Property Tax Act is written and interpreted, uncapping the sales of homes has a negative impact.

Responding to a question from McShane, Helisek stated he has seen some local governments dissolve tax increment financing (TIF), but none that have taken it back. He said some communities have the ability to share TIF, so they are only capturing "X" percentage of it.

Kuiken inquired about the Personal Property Tax and the MML and discussion followed.

Galvin asked Helisek how other communities are addressing the Capital Improvement Fund issue. Helisek responded that communities usually go one of two ways: a Capital Projects Fund or Improvement Fund; some communities set up an Internal Service Fund for Motor Pool which places all vehicle assets in a fund and charges the individual units for use.

Pastue indicated he and Weber have had discussions on same.

Helisek stated as far as an unqualified opinion from Plante Moran, there was really nothing in the way of weaknesses or deficiencies in the City's reporting system and congratulated Chris, Amy and Vince for their collection and reporting of information.

Pastue stated there is much more discussion needed other than the current financial snapshot of the City. He pointed out the changes in 2009/2010 were made in order to survive the following three years which is where the City is presently. He noted the City has experienced a 30% drop in taxable value and must position itself for the long term. He thanked the Plante Moran staff for being a pleasure to work with.

Weber commented that from a short term perspective this was a good year for the City. The fund balances increased in the General Fund, Road Fund, Water and Sewer Fund, and Civic Theater Fund. He noted difficult decisions will have to be made with regard to retiree health care and capital funding. He thanked not only Amy, City Controller, but the wonderful staff in the Treasurer's office.

Cowley inquired if Weber had thought about how to post DDA event revenues in upcoming fiscal year. Pastue responded event revenues will still be posted to the DDA for the time being.

McShane thanked Chris and Amy and their entire department for their efforts throughout the year which is reflected in the 25% fund balance. She noted the City is in sound financial position with adequate cash reserves. She complimented Pastue and staff for the good job they do.

Buck thanked the Plante Moran team for their hard work.

4. CONSIDERATION TO ADOPT RESOLUTION OF SUPPORT FOR REGIONAL TRANSIT AUTHORITY

A. 11-12-196: Consideration to Adopt Resolution of Support for Regional Transit

Authority

Pastue stated that the Regional Transportation Authority (RTA) resolution that will be submitted to the Legislature had been changed to reflect broader involvement with Farmington.

Mayor Buck commented that it is his perception and that of others that Farmington is not fully included in the proposed solution for Southeast Michigan. He would like more specifics relating to Farmington included in the resolution.

Kuiken commmented on the importance of a Regional Transit Authority in attracting people to the area.

Mayor Buck stated the benefits of a widespread bus transportation system that is more than a rail down Woodward Avenue.

McShane stated Farmington should be more proactive and unite with Suburban Alliance and smaller cities to encourage participation in the RTA.

Further discussion was held on the subject.

Pastue stated that he would present the resolution brought forth at last week's Council meeting incorporating the two revisions for Council to adopt.

Move to adopt a Regional Transportation Authority resolution as amended, adding two revisions that address expansion and comprehensiveness of the system for Farmington and surrounding municipalities. [SEE ATTACHED RESOLUTION].

The votes were taken in the following order: Cowley, Galvin, Kuiken, McShane, Buck.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

5. CONSIDERATION TO ADOPT DRAKESHIRE SPECIAL ASSESSMENT BOND AUTHORIZATION RESOLUTION

A. 11-12-197: Consideration to Adopt Drakeshire Special Assessment Bond Authorization Resolution

Pastue discussed the provisions of the proposed Drakeshire Special Assessment Bond Authorization Resolution.

McShane commented that she initially struggled with parts of the proposed special assessment due to fiduciary responsibilities. However, after further discussion with

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Pastue, she recognizes the City's interests are being both served and protected which is important. She noted the public should be well aware this is not a loan, but a special assessment with very little risk involved.

Galvin indicated initial hesitation in moving forward with this project, but due to the Planning Commission's involvement and approval of the facade improvements, he felt comfortable with it.

Kuiken discussed the Planning Commission's role in approving the facade improvements.

Galvin stated the presentation by the owners of the shopping center provided a greater understanding of their background and goals for the center.

Responding to a question from Buck, Pastue stated the City would not be out any money if the agreement was not met.

Kuiken also commented on the impact of the presentation by the owners of the center. She stated it provided a better understanding of their vision for the Center along with their qualifications and background. She stated it would be a greater risk to the community not to do anything and leave it in its current condition than to try a more creative approach through Special Assessments.

Cowley agreed and indicated that commercial lending in the State of Michigan is nil and the City has provided a creative solution to this problem.

Move to adopt the Drakeshire Special Assessment Bond Authorization Resolution in the amount of \$400,000 as presented. [SEE ATTACHED RESOLUTION].

The votes were taken in the following order: Galvin, Kuiken, McShane, Buck, Cowley.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

6. OTHER BUSINESS

No other business was heard.

7. PUBLIC COMMENT

No Public Comment was heard

8. COUNCIL COMMENT

McShane requested that the new Economic and Community Development Director provide an update on the status of projects and items he is working on.

Buck stated he would like to hear the Director's perspective on economic development.

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Pastue advised the Director is currently working on an inventory of shopping centers.

Cowley noted the City's revenue stream is not coming back and expressed concern that the City is not being aggressive enough in addressing the unfunded liability of healthcare costs.

Council requested a report on the dispatch consolidation and how the City is adjusting to the change.

9. ADJOURNMENT

Motion to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	JoAnne McShane, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

The meeting adjourned at 8:50 p.m.

J. T. (Tom) Buck, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: _____

Minutes Acceptance: Minutes of Nov 5, 2012 7:00 PM (APPROVAL OF ITEMS ON CONSENT AGENDA)



Special City Council Meeting
6:00 PM, MONDAY, NOVEMBER 19, 2012
Conference Room A
Farmington City Hall
23600 Liberty St
Farmington, MI 48335

DRAFT

SPECIAL MEETING MINUTES

A Special meeting of the Farmington City Council was held on November 19, 2012, in Conference Room A, 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 Buck.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
J.T. Buck	Mayor	Present	
Greg Cowley	Councilmember	Present	
William Galvin	Mayor Pro Tem	Present	
Kristin Kuiken	Councilmember	Present	
JoAnne McShane	Councilmember	Present	

City Administration Present

City Clerk Halberstadt
City Manager Pastue
Attorney Schultz

2. APPROVAL OF AGENDA

Moved to approve the agenda as amended, removing Item No. 5 - Closed Session - Labor Negotiations.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

3. BOARD COMMISSION INTERVIEW

A. Board/Commission Interview Kathleen Ashcraft- Commission on Children, Youth & Families

Council interviewed Kathleen Ashcraft for an open position on the Commission on Children, Youth & Families.

4. CLOSED SESSION - LAND ACQUISITION

Minutes Acceptance: Minutes of Nov 19, 2012 6:00 PM (APPROVAL OF ITEMS ON CONSENT AGENDA)

Motion to enter closed session to discuss land acquisition.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	Greg Cowley, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

Council entered closed session at 6:30 p.m.

Motion to recess closed session until after the regular meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

Council recessed closed session at 7:00 p.m.

Motion to return to closed session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

Council returned to closed session at 8:45 p.m.

Motion to exit closed session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Greg Cowley, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

Council exited closed session at 9:45 p.m.

5. CLOSED SESSION - LABOR NEGOTIATIONS

Item removed from the agenda.

6. OTHER BUSINESS

No other business was heard.

7. PUBLIC COMMENT

No public comment was heard.

8. COUNCIL COMMENT

Galvin requested that funding of the Capital Improvement Fund be placed on an upcoming meeting agenda.

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Galvin expressed appreciation for the expanded Consent Agenda on the regular meeting agenda, but requested that certain items be placed on the agenda separately, particularly those pertaining to money.

9. ADJOURNMENT

Motion to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Greg Cowley, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

The meeting adjourned at 9:50 p.m.

J. T. (Tom) Buck, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: _____

Minutes Acceptance: Minutes of Nov 19, 2012 6:00 PM (APPROVAL OF ITEMS ON CONSENT AGENDA)



**Regular City Council Meeting
7:00 PM, MONDAY, NOVEMBER 19, 2012
City Council Chambers
23600 Liberty Street
Farmington, MI 48335**

DRAFT

REGULAR MEETING MINUTES

A Regular meeting of the Farmington City Council was held on November 19, 2012, in City Council Chambers, 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 7:10 PM by Mayor Buck.

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
J.T. Buck	Mayor	Present	
Greg Cowley	Councilmember	Present	
William Galvin	Mayor Pro Tem	Present	
Kristin Kuiken	Councilmember	Present	
JoAnne McShane	Councilmember	Present	

City Administration Present

- Superintendent Eudy
- Director Christiansen
- City Clerk Halberstadt
- City Manager Pastue
- Attorney Schultz
- Director Schulz
- Treasurer Weber

2. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Kevin Christiansen.

3. APPROVAL OF ITEMS ON CONSENT AGENDA

Moved to approve items on the consent agenda as amended, moving Item No. 3K. - Consideration to Accept Quit Claim Deed for Property Adjoining Cemetery to Unfinished Business.

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RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	JoAnne McShane, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

A. Minutes Approval

1. City Council - Regular - Oct 15, 2012 7:00 PM
2. City Council - Special - Oct 15, 2012 6:00 PM
3. City Council - Special Study Session - Oct 1, 2012 7:00 PM
4. City Council - Special Study Session - Oct 29, 2012 6:00 PM

B. Approve Farmington Monthly Payments Report October 2012

C. Approve Farmington Public Safety Monthly Report October 2012

D. Approve Public Works and Water Sewer Department 1st Quarter Report October 2012

E. Farmington Financial Report Quarter Ended June 30, 2012

F. Farmington Financial Report Quarter Ended September 30, 2012

G. Farmington Investment Report Quarter Ended June 30, 2012

H. Farmington Investment Report Quarter Ended September 30, 2012

I. 47Th District Court Financial Report Quarter Ended June 30, 2012

J. 47Th District Court Financial Report Quarter Ended September 30, 2012

K. Moved Item K. to Unfinished Business

L. Consideration to Authorize Risk Avoidance Program (RAP) Grant Application for Ball Field Safety Improvements

M. Consideration to Approve Estimate #3 (Final) for the Farmington Road Concrete Patching and Sidewalk Improvements Project

N. Consideration to Approve Construction Estimate #3 (Final) for the Floral Park Subdivision Sewer Rehabilitation Project

4. APPROVAL OF REGULAR AGENDA

Moved to approve the regular agenda as amended.

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RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	William Galvin, Mayor Pro Tem
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

5. PUBLIC COMMENT

Richard Tengler, 36491 Vicary, expressed concern regarding difficulties he has experienced since Farmington dispatch was consolidated with Farmington Hills. He reported that on two occasions when his calls were transferred to Farmington Hills he could not hear the dispatcher. He stated the City needs to find out why the phone system is not working and that the public should be alerted to this problem.

Tengler also expressed concern regarding the response to his calls concerning illegal solicitation. He questioned why the officer did not issue a citation. He noted he received better service in the past. He stated subcontracting dispatch is not the way to fix fiscal problems. He further stated the City needs to merge with Farmington Hills.

Angela Wolfe and Jennifer Hall from Farmington Area Jaycees were present to discuss their organization and to recruit new members. Angela announced a year-end Jaycees party scheduled for Saturday, January 26th; an annual children's shopping spree on December 15th; and tree lighting at the Warner Mansion on December 1st at 5:30 p.m.

Carol Zahnow, 31748 Folkstone Street, expressed support for keeping Farmington separate from Farmington Hills. She initially opposed dispatch consolidation, but believes it is now working.

Brad Borgman, 34011 Grand River, questioned action taken on the consent agenda.

Betty Borgman, 34011 Grand River, spoke about her challenge to find a video of a prior meeting on the website. She expressed concern about the difficulties in finding information on the site.

Pastue explained how the City website functions.

Pastue introduced the City's new Economic and Community Development Director, Kevin Christiansen.

6. PRESENTATION/PUBLIC HEARINGS

A. Consideration to Approve Family Fun in Riley Park & Pavilion Story Time Special Event Request

Pastue reviewed a request from Farmington Community Library to hold summer programs in Riley Park.

Maria Showich-Gallup, representative for the Farmington Branch Library, was present to discuss the two library programs she is seeking to host at Riley Park.

Kuiken spoke about attending the programs this past year. She stated they are free and a lot of fun.

Motion to approve Farmington Public Library's request to schedule 2013 Family Fun in Riley Park and Pavilion Story Time Program

RESULT:	APPROVED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

7. UNFINISHED BUSINESS

A. Consideration to Accept Quit Claim Deed for Property Adjoining Cemetery

Pastue advised that David and Charlene Fromme offered a quit claim deed at no cost to the City on property adjoining the Oakwood Cemetery. He stated that when the City expanded the cemetery in the 1990's there was some question regarding this small parcel. The quit claim deed will clear up this issue.

Kuiken asked about encumbrances on the title. Schultz responded he could find none.

Motion to accept a quit claim deed for property adjoining the Oakwood Cemetery owned by David and Charlene Fromme. [SEE ATTACHED DEED].

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	JoAnne McShane, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

8. NEW BUSINESS

A. Consideration to Approve Valet Service at Painting with a Twist on December 14, 2012

Pastue advised the City received a request for temporary valet service for a company event at Painting with a Twist.

Move to approve a request from Schechter Wealth Strategies for temporary valet service related to an event scheduled at Painting with a Twist scheduled for December 14, 2012 between 12:00pm and 3:30pm.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	William Galvin, Mayor Pro Tem
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

B. Consideration to Approve Budget Amendment #1

Move to adopt budget amendment #1 to establish the budget for the Drakeshire Special Assessment Construction Project, Debt Service Fund, and transfer for the reserve requirement.[SEE ATTACHED RESOLUTION].

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The votes were taken in the following order: Cowley, Galvin, Kuiken, McShane, Buck.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	William Galvin, Mayor Pro Tem
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

C. Consideration to Adopt Resolution for Designation of Street Administrator

Pastue advised the Michigan Department of Transportation (MDOT) requires that each local government unit receiving Gas and Weight Tax revenues under Act 51 shall designate a street administrator.

Move to adopt a resolution designating Chuck Eudy as Street Administrator. [SEE ATTACHED RESOLUTION].

The votes were taken in the following order: Galvin, Kuiken, McShane, Buck, Cowley.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	William Galvin, Mayor Pro Tem
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

D. Consideration to Introduce Ordinance Amending the Zoning Code to Allow for the Keeping of Horses

Pastue reviewed proposed Ordinance for keeping of horses.

Responding to a question from McShane, Pastue stated only Mr. Thomas who is requesting keeping of horses spoke at the Planning Commission public hearing.

McShane asked how the ordinance compares to other cities.

Christiansen referred to a matrix provided to Council that compares the proposed ordinance to those of surrounding communities. He stated the draft ordinance was created as a result of reviewing other ordinances.

Discussion followed regarding the height requirement for fences.

Responding to a question from Galvin, Christiansen confirmed any type of horse is allowed under the proposed ordinance.

Galvin expressed concern regarding amending the code to benefit a single resident.

Pastue responded the amendment was not done for that reason. He stated the Planning Commission felt this was a reasonable change to the code.

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Galvin acknowledged the efforts on the part of the Planning Commission regarding this ordinance. He questioned whether it would be possible for a person building a sailboat in his backyard to secure an amendment to the code to accommodate this activity.

Galvin asked why a variance request would not simply go through the Zoning Board of Appeals rather than amending the code.

Pastue responded granting a variance based on hardship is a pretty high standard to reach.

Christiansen discussed the reasons Mr. Thomas pursued an amendment to the ordinance.

Galvin noted City Code prohibits exotic animals, however he pointed out alpacas and lamas are similar to horses. He asked if there could be amendment for them as well.

Pastue advised such an amendment would go through a similar process as the horse keeping request.

Responding to a question from Kuiken, Schultz stated horses cannot be ridden off the property.

Kuiken liked the setbacks provided in the ordinance. She expressed concern regarding possible odor issues.

Pastue advised odor would be a code enforcement issue.

McShane commented Council is open to working with residents and does not attempt to find ways to obstruct or restrict uses. She stated the City has wise folks on its boards and commissions. She pointed out the City has a good and open policy that provides residents a pathway to make requests.

Galvin asked about the last time City ordinance permitted horses in Farmington.

Pastue responded he did not know.

Cowley stated it shows great flexibility on the part of Council to take on this type of issue.

Move to introduce Ordinance amending Chapter 35, Zoning Code, to allow for the keeping of horses subject to certain requirements. [SEE ATTACHED ORDINANCE]

RESULT:	ADOPTED [4 TO 1]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Buck, Cowley, Kuiken, McShane
NAYS:	Galvin

E. Consideration to Approve Resolution #1 for Grove Street Special Assessment District

Move to adopt Resolution #1 for the Grove Street Special Assessment District; and authorize the City Manager to prepare a report regarding the scope and cost of the proposed project. [SEE ATTACHED RESOLUTION].

Minutes Acceptance: Minutes of Nov 19, 2012 7:00 PM (APPROVAL OF ITEMS ON CONSENT AGENDA)

The votes were taken in the following order: Kuiken, McShane, Buck, Cowley, Galvin.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	William Galvin, Mayor Pro Tem
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

F. Consideration to Adopt Notice of Intent and Reimbursement Resolution to Issue Bonds for Downtown Capital Improvement Projects

Buck noted Council has had considerable discussion on this bond issue that supports some serious economic development in the downtown.

Move to adopt Notice of Intent and Reimbursement Resolution to issue bonds for Downtown Capital Improvement Projects. [SEE ATTACHED RESOLUTION].

The votes were taken in the following order: McShane, Buck, Cowley, Galvin, Kuiken.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	William Galvin, Mayor Pro Tem
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

G. Consideration to Approve Renewal of Shiawassee Park Lease Agreement

Responding to a question from Kuiken, Pastue stated the lease is on an annual basis because of ongoing discussion regarding the City's possible acquisition of the property.

Move to approve renewal of the Shiawassee Park lease agreement for one year ending November 2013 with an automatic annual renewal unless either party provides 90-day notice before November 30 for the termination of the lease agreement. [SEE ATTACHED AGREEMENT].

The votes were taken in the following order: Buck, Cowley, Galvin, Kuiken, McShane.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	William Galvin, Mayor Pro Tem
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

H. Board and Commission Appointments

Move to reappoint Alton Bennett, Arnold Campbell and Michael Wiggins to the Charter Review Committee for 1-year terms ending 12/31/13; reappoint Joan McGlincy and Eugene Thomas to the Commission on Children, Youth and Families for 3-year terms ending 12/31/15; reappoint Mary Bush to the Board of Review for a 3-year term ending 12/31/15; and appoint Kathleen Ashcraft to the Commission on Children, Youth & Families for a 3-year term ending 12/31/15.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	William Galvin, Mayor Pro Tem
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

9. DEPARTMENT HEAD COMMENTS

Eudy announced the leaf pick-up program is slightly ahead of schedule.

Christiansen stated he is excited to serve the City as a Community and Economic Development Director. He thanked Council for their approval and support.

Christiansen stated he has been working with Farmington Hills on the Grand River Corridor Improvement Authority (CIA). He advised there has been a number of taskforce meetings as well as a stakeholders meeting that was held earlier in the day. He noted the CIA was introduced to the Planning Commission at their November 12th meeting.

Christiansen announced a joint Planning Commission meeting with Farmington Hills is scheduled for December 12th here at City Hall. He stated the taskforce is developing a vision and implementation plan for the CIA.

Schulz advised his department was aware of the problem described earlier in the meeting by Mr. Tengler concerning the phone volume when calling dispatch. He stated the problem has been corrected and that it had existed for non-emergency calls only.

Schulz discussed the success of consolidated dispatch. He noted they will be holding another meeting/training session with dispatchers to discuss and address issues that have arisen as a result of the consolidation.

Schulz advised that during this holiday season residents should not overload electrical sockets with too many extension cords and should not leave candles unattended.

Buck requested an update on the status of consolidated dispatch at the next meeting.

Weber announced taxes and water and sewer bills can now be paid online. He stated the service was implemented on September 28th and 15 minutes after they went live the first payment was received. He noted they have received over 1500 visits to the website from people trying to get information on this new service.

Halberstadt announced the upcoming tree lighting at the Mansion on December 1st. She noted the recent Presidential election went well in Farmington.

10. COUNCIL COMMENT

McShane congratulated the City Clerk's office for a successful election. She noted a visioning session for the City of Farmington will be held after January 1st. She invited residents to attend and express their opinions regarding the future of the City.

Galvin congratulated everyone in the City who owns horses relative to the proposed ordinance amendment. He stated his concern regarding making amendments to the City Code and pointed out the six proposals to the state constitution on the recent November ballot. He welcomed residents to continue making requests regarding code issues that affect them.

Galvin pointed out state legislators are entering a lame duck session. He noted there are a couple issues that are proposed that would impact Farmington: personal property tax and HB 5804 funding by local governments for indigent defendants. He encouraged the public to become informed and contact their legislators, Senator Gregory and Representative Barnett.

Cowley welcomed Kevin Christiansen to City staff. He advised the City still has a revenue problem that can only be solved by creating additional revenue. He stated the City is undertaking projects that will improve revenue stream. He complimented City Manager Pastue on his creativity in addressing issues and furthering economic development.

Kuiken spoke about a SEMCOG meeting she recently attended. She stated transportation stood out as a top priority. She noted Council recently adopted a resolution in support of a Regional Transportation Authority to inform Lansing that this is a high priority for the City.

Buck noted this is the week of Thanksgiving. He expressed his gratitude for those attending the meeting; his fellow Councilmembers and City staff. He wished everyone a happy Thanksgiving.

11. ADJOURNMENT

Motion to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	JoAnne McShane, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken, McShane

The meeting adjourned at 8:38 p.m.

J. T. (Tom) Buck, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: _____

Minutes Acceptance: Minutes of Nov 19, 2012 7:00 PM (APPROVAL OF ITEMS ON CONSENT AGENDA)



Special Study Session City Council Meeting
7:00 PM, MONDAY, DECEMBER 3, 2012
Conference Room A
Farmington City Hall
23600 Liberty St
Farmington, MI 48335

DRAFT

SPECIAL STUDY SESSION MEETING MINUTES

A Special Study Session meeting of the Farmington City Council was held on December 3, 2012, in Conference Room A, Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:00 PM by Mayor Buck.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
J.T. Buck	Mayor	Absent	
Greg Cowley	Councilmember	Present	
William Galvin	Mayor Pro Tem	Present	
Kristin Kuiken	Councilmember	Present	
JoAnne McShane	Councilmember	Present	

City Administration Present

City Clerk Halberstadt
City Manager Pastue

2. APPROVAL OF AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

3. REVIEW OF OHM PROPOSAL - FARMINGTON VISION PLAN

A. Review of OHM Proposal - Farmington Vision Plan

Pastue introduced James Houk, Vice President of OHM, who was present to discuss a proposal for a Farmington Vision Plan.

Houk spoke about the need for a community vision plan which which starts by defining what people like about Farmington. The plan would then build on that vision in terms of land use, physical form, etc. It would enable the City to make strategic decisions based on that information. A vision plan provides a road map that will lead to better decision making in using capital dollars. He stated a big part of the process is engaging the community.

Minutes Acceptance: Minutes of Dec 3, 2012 7:00 PM (APPROVAL OF ITEMS ON CONSENT AGENDA)

Charles Fleetham, President of Project Innovations, spoke about demographics of the community and meeting their needs. He stated connection is important to new demographics.

McShane asked about the cities to which Farmington would be compared.

Houk responded some of the data used in the branding study conducted a few years ago would be reviewed for possible use.

McShane pointed out the data may be too old. Houk stated he will review to determine if it is still valid.

Houk advised extensive polling of the community would be done.

McShane stated the process needs to be inclusive involving seniors, the disabled, those that don't use the web, etc.

Kuiken pointed out that conducting polling by phone mainly reaches the older population since younger people typically only have cell phones.

Discussion followed regarding the tools that will be used to conduct surveys.

Responding to a question from Kuiken, Houk stated they will try to reach out and get a broad base of participants for the taskforce.

Pastue questioned how many members on the taskforce? Houk responded 15-20.

Cowley discussed his participation in the DDA branding study 5 years ago. He stated demographics have changed since then. He noted that people who live in the city have a different perspective than outside visitors. He recommended including visitors in the survey. He pointed out most of his restaurant customers are from Farmington Hills. He stated the survey should include a 20-mile radius.

Cowley spoke about issues facing business owners and the need to support them.

Galvin asked Houk to elaborate on how participants in the taskforce will be chosen. He discussed the need to avoid special interest groups.

Houk stated Council will participate in identifying a list of stakeholders who are not necessarily residents.

Houk recommended putting negative people on the taskforce because they eventually become supporters.

Galvin questioned how to involve the silent majority.

Kuiken questioned the implementation process once the vision has been established.

Houk stated as part of the process steps for implementation will be provided. He spoke about integration of the Master Plan and bringing in LSL Planning to make sure City Code supports the vision.

Discussion followed regarding what a visioning plan means to a community.

Galvin confirmed with Houk that visioning is a 6-month process. He asked how Council should proceed with projects in the meantime.

Houk stated it is a balancing process between moving forward and waiting until the vision has been formed. He recommended Council move forward on projects, but delay any that are not critical. He stated any planned projects that strengthen assets should be done.

McShane expressed hope the visioning will become an educational process that supports decisions by Council.

Galvin asked about the fee structure and potential increase to fees.

Houk responded the fee structure is based on a 6-month process. If the timeline is stretched out than that can be a problem.

Fleetman advised the process needs to be completed before summer.

Cowley expressed the importance of generating excitement about the process.

Fleetman discussed possible resistance to good ideas.

Discussion followed on using a combination of branding study data and outside polling information.

Cowley expressed interest in a competitive analysis. The city needs ammunition to attract major investment.

Houk pointed out Farmington provides a tremendous foundation on which to build.

4. CONSIDERATION OF RESOLUTION #2, GROVE STREET IMPROVEMENT SPECIAL ASSESSMENT

A. 12-12-203 : Motion to adopt Resolution #2 for the Grove Street Improvement Project and schedule a public hearing for December 17, 2012 at 7:00 p.m.

Pastue reviewed the scope and costs of the Grove Street project.

McShane asked why the owners of the Center are not participating in the \$60K cost for the pylon sign.

Pastue responded the City agreed to cover the cost to replace the sign since the owner originally wanted to keep the existing one.

McShane expressed concern about the proposed stamped concrete and the potential problem of cracking. She asked about the use of brick pavers instead.

Pastue stated the challenge with brick pavers is the continued pounding from traffic causes settling.

Discussion followed regarding the crossing between the Kimco Center and T.J. Maxx store.

Responding to a question from Kuiken, Pastue stated it is estimated the project will provide 40 additional parking spaces.

The votes were taken in the following order: Cowley, Galvin, Kuiken, McShane.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	JoAnne McShane, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

5. CONSIDERATION TO APPROVE CONSTRUCTION ESTIMATE #1 FOR DRAKESHIRE CENTER PROJECT

A. Motion to approve Construction Estimate #1 with the Richard Hyman Builders in the amount of \$128,862 for the Drakeshire Center improvements and ratify Change Order #1 in the amount of \$2,880.00.mprovements Project

The votes were taken in the following order: Galvin, Kuiken, McShane, Cowley.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	JoAnne McShane, Councilmember
AYES:	Cowley, Galvin, Kuiken, McShane
ABSENT:	Buck

6. REVIEW OF BOARD AND COMMITTEE VACANCIES

A. Review of Board and Committee Vacancies

Pastue reviewed current vacancies on boards and commissions.

Pastue suggested placing the Brownfield Development Authority under the Planning Commission.

McShane expressed the need to publicize openings. She stated candidates should be sought from across city.

Galvin requested members from boards and commissions provide a periodic update to Council.

7. CLOSED SESSION - LAND ACQUISITION

Motion to enter closed session to discuss land acquisition.

Minutes Acceptance: Minutes of Dec 3, 2012 7:00 PM (APPROVAL OF ITEMS ON CONSENT AGENDA)

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Greg Cowley, Councilmember
SECONDER: JoAnne McShane, Councilmember
AYES: Cowley, Galvin, Kuiken, McShane
ABSENT: Buck

The votes were taken in the following order: Kuiken, McShane, Cowley, Galvin.

Council entered closed session at 8:45 p.m.

Motion to exit closed session.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Greg Cowley, Councilmember
SECONDER: Kristin Kuiken, Councilmember
AYES: Cowley, Galvin, Kuiken, McShane
ABSENT: Buck

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

3. City Manager Authorization

Motion to authorize the City Manager to take action consistent with discussions in closed session.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Greg Cowley, Councilmember
SECONDER: Kristin Kuiken, Councilmember
AYES: Cowley, Galvin, Kuiken, McShane
ABSENT: Buck

8. CLOSED SESSION - LABOR NEGOTIATION UPDATE

Motion to enter closed session to discuss labor negotiations.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Kristin Kuiken, Councilmember
SECONDER: Greg Cowley, Councilmember
AYES: Cowley, Galvin, Kuiken, McShane
ABSENT: Buck

The votes were taken in the following order: Cowley, Galvin, Kuiken, McShane.

Council entered closed session at 9:11 pm.

Motion to exit closed session.

RESULT: APPROVED [UNANIMOUS]
MOVER: JoAnne McShane, Councilmember
SECONDER: Kristin Kuiken, Councilmember
AYES: Cowley, Galvin, Kuiken, McShane
ABSENT: Buck

Council exited closed session at 9:35 p.m.

9. OTHER BUSINESS

No other business was heard.

10. PUBLIC COMMENT

No public comment was heard.

11. COUNCIL COMMENT

Galvin asked for clarification on the term "real property" in City Manager notes.

Galvin noted members of the historic commission appear to be unaware of the city reorganization.

Discussion followed regarding establishing an official Historic District.

12. ADJOURNMENT

Motion to adjourn the meeting.

RESULT: APPROVED [UNANIMOUS]
MOVER: JoAnne McShane, Councilmember
SECONDER: Kristin Kuiken, Councilmember
AYES: Cowley, Galvin, Kuiken, McShane
ABSENT: Buck

The meeting adjourned at 9:45 pm.

J. T. (Tom) Buck, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: _____

Minutes Acceptance: Minutes of Dec 3, 2012 7:00 PM (APPROVAL OF ITEMS ON CONSENT AGENDA)

**Farmington City Council
Staff Report****Council Meeting Date:**
December 17, 2012**Reference
Number
(ID # 1120)****Submitted by:** Vincent Pastue, City Manager**Description:** Approve Farmington Monthly Payments Report, November 2012**Requested Action:****Background:****Agenda Review****Review:**

Vincent Pastue Pending

City Manager Pending

City Council Pending

MONTH OF NOVEMBER 2012

FUND #	FUND NAME	AMOUNT:
101	GENERAL FUND	\$ 486,814.91
202	MAJOR STREET FUND	\$ 33,840.91
203	LOCAL STREET FUND	\$ 59,149.16
204	MUNICIPAL ST. FUND	\$ 1.35
247	CAPITAL IMPROVEMENT FUND	\$ 0.00
351	GENERAL DEBT SERVICE FUND	\$ 40.64
352	SPECIAL ASSESSMENT DEBT SERV	\$ 15.69
409	DRAKESHIRE CP FUND	\$ 33,460.20
592	WATER & SEWER FUND	\$ 357,997.93
595	FARMINGTON COMMUNITY THEATRE FUND	\$ 28,349.19
601	EMPLOYEE ACCRUED BENEFITS FUND	\$ 12,378.33
701	AGENCY FUND	\$ 26,307.91
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 54,942.60
	TOTAL CITY PAYMENTS ISSUED:	\$ 1,093,298.82
136	47TH DISTRICT COURT FUND	\$ 207,396.08
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 70,816.64
296	SWOCC FUND	\$ 106,376.07
	TOTAL OTHER ENTITIES PAYMENTS ISSUED:	\$ 384,588.79
	TOTAL PAYMENTS ISSUED	\$ 1,477,887.61

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

CITY OF FARMINGTON - ACH PAYMENTS REPORT**MONTH OF NOVEMBER 2012**

TRANSFER FROM:	TRANSFER TO:	DESCRIPTION:	AMOUNT:
Agency Tax	Farmington Public Schools	Tax Payment #10	14,967.77
Agency Tax	Oakland County	Tax Payment #10	26,470.55
Agency Tax	Farmington Comm. Library	Tax Payment #10	1,728.89
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	211,122.47
General Fund	Federal Gov't	W/H & FICA Payroll	69,302.22
General Fund	MERS	October Transfer	31,847.94
	TOTAL CITY ACH TRANSFERS		355,439.84
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	84,231.19
Court Fund	Federal Gov't	W/H & FICA Payroll	28,283.93
SWOCC Fund	Chase (Disbursing Acct)	Dir.Dep. Pay & W/H & FICA	20,112.75
DDA Fund	Included in General Fund Transfers		
	TOTAL OTHER ENTITIES ACH TRANSFERS		132,627.87

**Farmington City Council
Staff Report****Council Meeting Date:**
December 17, 2012**Reference
Number
(ID # 1121)****Submitted by:** Vincent Pastue, City Manager**Description:** Approve Farmington Public Safety Monthly Report, November 2012**Requested Action:****Background:****Agenda Review****Review:**

Vincent Pastue Pending

City Manager Pending

City Council Pending



MONTHLY REPORT NOVEMBER 2012

SUSPICIOUS CIRCUMSTANCE

On November 1st, at 12:07 p.m., officers responded to CVS for a suspicious circumstance reported by the manager. An elderly gentleman had been in the store two weeks ago and purchased two Green Dot cards worth \$500 each. The man returned this date and the manager thought this to be suspicious. Upon speaking with the man it was learned that he was called by a guy named "Frank" who asked him to buy these cards and then call him with the numbers. The man says he was not promised anything in return. Follow up revealed that "Frank" was calling from a number in Kingston, Jamaica. The man was advised to no longer allow himself to be victimized in this manner.

HIT AND RUN ACCIDENT

On November 1st, at approximately 7:01 p.m., an officer was dispatched to the rear of the Village Mall for a report of an accident that had just occurred. Upon arrival the officer learned that the suspect vehicle was no longer on scene. The officer learned from witnesses that the suspect had backed her car out of a parking space and struck an unattended parked vehicle. The suspect exited her vehicle, inspected the damage, got back into her vehicle and drove away with no attempt made to locate the owner of the struck vehicle. The two independent witnesses copied down the woman's license plate number and contacted police. The officer located the woman's home and eventually made contact with her. The woman admitted to striking the car but advised that she did not think she caused any damage. The woman was cited for leaving the scene of a property damage accident and careless driving.

LARCENY FROM AUTO

On November 1st a man came into the Farmington Public Safety Department and reported that his laptop was stolen from the inside of his locked car during the Farmington High School homecoming game which had occurred the previous week. No damage was caused to the vehicle and the victim has no suspects.

MINOR IN POSSESSION

On November 2nd an officer observed a parked vehicle running with headlights on at the entrance to Jamestown Apartments located at Grand River and Blanchard. The vehicle had its front passenger side door open. The officer observed a subject vomiting from the vehicle. The officer made contact with the two occupants of the vehicle. The passenger claimed to be suffering from food poisoning. The officer detected an odor of intoxicants coming from the vehicle. The occupants were both twenty years of age. The officer

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interviewed the passenger and detected an odor of intoxicants on the subject's breath. The passenger refused to submit to a PBT but admitted to consuming Hennessy Cognac at a friend's birthday party. The driver had not been drinking. The officer issued a Minor in Possession citation to the passenger and released same.

LARCENY IN A BUILDING

On November 2nd, at 3:25 p.m., a resident came into this police department to advise that somebody had stolen his computer from his home between the dates of October 25 – 29, 2012. The computer was located at 'We Buy It and Sell It All' and the teen was able to buy his computer back for sixty dollars. The teen suspects an acquaintance of his who was at the home during the dates in question.

Investigators interviewed a seventeen year old who the victim suspected of taking the computer. The seventeen year old confessed to taking the computer. Charges are pending.

OPERATING UNDER THE INFLUENCE OF DRUGS

On November 2nd, at approximately 11:08 p.m., dispatch advised Farmington units of a possible drunk driver that was traveling west on Grand River from Orchard Lake Road. An officer on patrol located the vehicle driving erratically in the area of Grand River and Power Road and stopped same. The officer noted that the subject was not responding appropriately to questions and appeared to be under the influence of a narcotic. The subject failed several sobriety exams. The driver admitted to having snorted crushed Xanax pills and was arrested for Operating Under the Influence of Drugs. The subject was housed at the Farmington jail.

VANDALISM AND LARCENY

On November 3rd, at approximately 7:57 p.m., officers were dispatched to Farmington High School for a report of a malicious destruction of school property. Upon arrival officers learned the following from the high school band director.

The band had gathered on November 3rd, at approximately 2:30 p.m., to leave for a competition at Ford Field (FHS band ranked 5th in the State). When the band returned to the high school after the competition, they found the band music room trashed and the personal items of the band members gone through with items missing. The officers noted that someone had opened several two liters of soda and sprayed same all over the room. In addition, the celebration food was thrown all around the room, someone had written vulgar words on the whiteboard, and someone had vomited in the corner of the room. It was also learned that money was missing from the band members, two I-pods were stolen, and several cell phones were smashed. Officers reviewed the high school video tape and observed two early teen white males had entered the building through a propped open door. After skateboarding in the cafeteria and attempting to damage things in the building, the young males located the band room where they caused the damage. Investigators are working closely with Farmington school administrators to identify the suspects.

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MARIJUANA POSSESSION/DRIVING WHILE LICENSE SUSPENDED

On November 4th an officer stopped a vehicle on Nine Mile west of Farmington Road for a "No Turn on Red" violation. The officer detected an odor of marijuana coming from the interior of the vehicle. A search of the vehicle yielded a plastic baggie of marijuana stuffed into a cigarillo wrapper. The driver of the vehicle was also suspended. The driver was arrested for Possession of Marijuana and Driving While License Suspended. The vehicle was impounded. The driver was processed and issued a citation. The driver produced bond money and was released with the citation.

POSSESSION OF MARIJUANA/DRIVING WHILE LICENSE SUSPENDED

On November 5th an officer queried a license plate while on patrol and found that the registered owner had an outstanding warrant. A traffic stop was then conducted at Grand River and Drake. The driver produced identification confirming his identity as the registered owner. The officer arrested the driver for Driving While License Suspended (DWLS) and the outstanding warrant. A search of his person upon arrest yielded a baggie of suspected marijuana. The officer confiscated the baggie of marijuana. The vehicle was then impounded. The driver was charged with Possession of Marijuana, DWLS and transported to the station. After booking, the driver produced bond money and was released with a citation.

POSSESSION OF MARIJUANA AND DRUG PARAPHERNALIA

On November 5th an officer paced a vehicle on Freedom between Hillview and Grand River at 60 mph in a 40 mph zone. A traffic stop was conducted at Grand River and Halsted. The officer detected an odor of marijuana coming from the vehicle. The driver admitted to being in possession of marijuana and produced two glass jars containing suspected marijuana from her purse. An inventory search of the vehicle also produced a marijuana pipe and sifter. The driver stated she uses marijuana to ease the pain associated with Crohn's disease. The driver was arrested for marijuana possession/drug paraphernalia and the vehicle impounded. After booking, the driver produced bond money and was released with a citation charging her with Possession of Marijuana and Drug Paraphernalia.

OPERATING WHILE INTOXICATED/FALSE IDENTIFICATION

On November 5th, at approximately 11:05 p.m., an officer stopped a vehicle in the area of Orchard Lake and Shiawassee for speeding and weaving. The officer approached the driver and noted an odor of intoxicants on the man's breath. The man did not have his driver's license on him and gave a name to the officer that later turned out to be fictitious. The man failed several sobriety exams and was subsequently arrested for Operating While Intoxicated (OWI). While being processed at the jail, the man's fingerprints were submitted through AFIS and his real identity was revealed. The man submitted to a Datamaster breath test with a result of .10. The man had several warrants for his arrest and a suspended license. The man is charged with OWI, Driving While License Suspended, and providing false identification to an officer.

OPERATING WHILE UNDER THE INFLUENCE OF DRUGS

On November 6th, at approximately 8:30 a.m., officers responded to a vehicle driving

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dangerously northbound on Farmington Road from Eight Mile. An officer located the vehicle on Farmington Road near Nine Mile. The officer stopped the vehicle and found the driver to be under the influence of an unknown narcotic. It was also reported the female driver had struck two other vehicles. The driver was arrested.

SMOKE INVESTIGATION

On November 7th officers were dispatched to Chatham Hills Apartments for a smoke investigation. Upon arrival, officers noted smoke in the hallway. The building was evacuated and maintenance contacted. It was found the smoke was coming from the furnace in one of the units. Maintenance determined the cause of the smoke was a dirty filter. Maintenance replaced the filter and was to further examine the furnace in the morning. The power to the furnace was turned off. The smoke was disbursed by an electric fan.

CARELESS COOK

On November 7th, at approximately 8:41 p.m., staff was dispatched to a home on Floral Street for a report of a fire alarm that had just activated. Upon arrival the officer learned from the homeowner that she had accidentally burnt her dinner on the stove and that the smoke had triggered the alarm.

DISORDERLY CONDUCT

On November 8th, at 11:20 a.m., the district manager of Starbucks requested the presence of officers as they evicted a customer from the Farmington store. The customer was also issued a notice from Starbucks that she was banned from all locations. The female customer left without incident.

OPERATING WHILE INTOXICATED

On November 9th an officer observed a vehicle traveling at a high rate of speed on westbound Grand River near Lakeway. Radar confirmed 53 in a 35 mph zone. A traffic stop was conducted on Grand River and Power. The officer detected an odor of intoxicants coming from the vehicle. The driver admitted to consuming alcohol at her friend's residence in Royal Oak. The driver failed field sobriety tests with a PBT of .15. The driver was arrested for Operating While Intoxicated (OWI) and the vehicle was impounded. The driver submitted to a breath test at the station with a BAC of .17. The officer issued the driver a citation for OWI. The driver was housed until sober.

RECOVERED STOLEN VEHICLE

On November 9th, at approximately 4:43 p.m., this department received a phone call from Avis Rental Cars who advised that they had received an anonymous tip that one of their stolen vehicles was now at Farmington High School. Officers responded to the high school and located the stolen vehicle. The vehicle was impounded and the investigation was turned over to the Wayne County Airport Police.

CHECK FRAUD

On November 9th, at approximately 5:11 p.m., a man came into this police department to

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report that four fraudulent checks were cashed at Farmington Chase Bank on his account. The man is not missing any checks and has no suspects.

OPEN INTOXICANTS IN A MOTOR VEHICLE

On November 12th an officer stopped a vehicle for improper lane use on Grand River near Chatham Hills Drive. The driver acknowledged being tired. The officer observed an open beer can (Bud Light Lime) in a pink shoulder bag in the backseat. The officer confiscated the can and noted it was cold to the touch. The officer poured out the remaining contents in front of his patrol vehicle and discarded the can. The driver passed field sobriety tests. The officer cited the driver for Open Intoxicants in a Motor Vehicle and released same.

OPEN INTOXICANTS IN A MOTOR VEHICLE/WARRANTS OTHER POLICE DEPARTMENT

On November 12th an officer observed a vehicle sit through an entire traffic cycle at Grand River and Halsted. A traffic stop was conducted. The nineteen year old driver stated she was lost and trying to get her bearings. The officer noted two other female passengers (twenty-one years of age) in the vehicle. The officer detected an odor of intoxicants coming from the vehicle and received consent to search the vehicle. An open bottle of Ciroc berry vodka was located hidden in a McDonald's bag in the back seat. The bottle was confiscated and the contents poured out. The twenty-one year old front seat passenger claimed ownership of the bottle. The occupants were run via LEIN/SOS with the front seat passenger having three outstanding warrants out of Belleville Police Department. The warrants were confirmed and the subject was turned over to Belleville police. The passenger received an Open Intoxicants in a Motor Vehicle citation before being turned over to Belleville police. The nineteen year old driver had not been drinking and had a valid Michigan driver's license.

HIT AND RUN ACCIDENT CAUSING A GAS LEAK

On November 12th, at 11:07 a.m., officers and Engine 3 responded to Mommies Must Haves on Orchard Lake for a report of a gas leak. Upon arrival it was learned that an unknown vehicle had run off the road and hit the gas main to the building causing it to break. Officers were able to shut the gas off at the valve and Consumers Energy was advised of the damage.

OPERATE WHILE INTOXICATED SECOND OFFENSE/MINOR IN POSSESSION OF ALCOHOL

On November 13th an officer observed a vehicle run off the roadway right when completing a turn from northbound Farmington Road onto eastbound Freedom. A traffic stop was conducted on Freedom near Nine Mile. The officer made contact with the driver and his twenty year old passenger. The officer detected an odor of intoxicants coming from the vehicle. Both occupants admitted to consuming alcohol at a friend's residence. The driver failed field sobriety tests with a PBT of .14(5). The passenger also submitted to a PBT with a result of .11(5). The passenger was issued a citation for Minor in Possession by Consumption and transported to a friend's residence in Farmington Hills. The driver was arrested for Operating While Intoxicated (OWI) and the vehicle was impounded. The driver submitted to a breath test at the station with a result of .16. The driver had a

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previous OWI conviction in Detroit in 2008. The driver was housed until sober and the report forwarded to the Oakland County Prosecutor's Office on an OWI II charge.

ASSIST FARMINGTON HILLS POLICE DEPARTMENT

On November 13th, at 8:59 a.m., officers responded to the area of M-5 and Gill Road and assisted Farmington Hills police with a rollover accident involving a U.S. postal truck and severe injuries.

SUSPICIOUS PERSON

On November 13th, at approximately 4:53 p.m., a resident on Violet Street reported that a suspicious male teenager had attempted to open his front door. The resident confronted the teen who denied attempting to open the door and stated that he was going around the neighborhood looking to be hired to do lawn work. An officer located the subject at Astor and Lilac carrying a rake. The teen was identified and released on scene.

OPERATING WHILE INTOXICATED/POSSESSION OF MARIJUANA

On November 14th an officer conducted a traffic stop with a vehicle for a headlight violation on Grand River and Drake. The officer detected an odor of intoxicants coming from the vehicle. The driver admitted to consuming alcohol at a friend's residence. The driver failed field sobriety tests with a PBT of .10(0). The driver was arrested for Operating While Intoxicated (OWI) and his vehicle impounded. The driver was transported to the station. An inventory search of his belongings by the officer yielded a small amount of marijuana. The officer confiscated the marijuana. A breath test was administered with a result of .10. The officer issued the driver a citation for Possession of Marijuana, OWI and a headlight violation. The driver was housed until sober.

SOLICITORS

On November 15th, at 2:36 p.m., an officer responded to the area of Leelane and Prospect for a report of solicitors in the area. Upon arrival the officer located two subjects that were soliciting for Weatherguard without a permit. Both parties were issued citations and left the area.

SUSPICIOUS PERSONS

On November 15th, at approximately 3:51 p.m., officers were dispatched to the 23000 block of Lilac Street for a possible breaking and entering in progress. The caller advised dispatch that she had just observed two teenage females enter a home through a side window. The caller advised that the two females do not live there and that she has never seen them before. Officers arrived on scene and caught the females as they exited the home. The females advised that they are friends with one of the residents and that she told them to wait for her in her home until she gets home. Officers contacted the resident of the home and learned that the two females' story was true. The females were left at the home.

HIT AND RUN PRIVATE PROPERTY ACCIDENT CAUSING GAS LEAK

On November 16th, at 8:33 a.m., officers and Engine 3 responded to the JAMS building located on Grand River where an unknown vehicle had backed into the gas main and

Monthly Report
November 2012
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caused a leak. Upon arrival officers were able to shut the gas off at the valve and Consumers Energy was advised of the damage.

FALSE IDENTIFICATION TO A POLICE OFFICER/WARRANTS OTHER JURISDICTIONS

On November 16th, at 11:15 a.m., a commercial vehicle was stopped for the driver not wearing his seatbelt. Upon making contact with the occupants of the vehicle and checking their identifications it was determined that the passenger was lying about his name. When the passenger's correct information was entered into LEIN it revealed that he was trying to hide several felony and misdemeanor warrants that he had out for his arrest from multiple jurisdictions. The driver was released with a citation and the passenger was placed under arrest.

POSSESSION OF MARIJUANA

On November 16th, at approximately 10:45 p.m., an officer on patrol in the alleyway of Drakehire Plaza noticed a parked vehicle with one occupant inside behind a closed business. The officer approached the individual and noticed a strong odor of marijuana emitting from inside the vehicle. The man inside the vehicle claimed that he was waiting for his girlfriend to get off work from Hungry Howies. When confronted about the odor of marijuana, the man admitted that he was in the alleyway smoking marijuana while he waited for his girlfriend. The man also works for Hungry Howies and parked away from the business so that his boss wouldn't see him. A search of the vehicle revealed 1.9 grams of marijuana and various narcotic paraphernalia. The man was arrested for the illegal substances and housed at the Farmington jail.

OPERATING WHILE INTOXICATED (OWI)

On November 17th, at 2:03 a.m., an officer stopped a vehicle on eastbound M5 near Middlebelt for weaving in and out of its lane. The officer learned that the driver had been drinking at an establishment in Novi and was asked out of the vehicle to perform field sobriety tests. The driver failed field sobriety tests and a preliminary breath test. The driver was placed under arrest for OWI. The driver was transported to the station where she submitted to a breath test with a result of .17. The driver was processed and housed awaiting sobriety and arraignment.

SUSPICIOUS CIRCUMSTANCE

On November 17th, at approximately 7:38 p.m., officers were dispatched to a report of all the lights being on in a foreclosed and unoccupied home on Prospect Street. Upon arrival officers located an unsecured window on the home that previous officers had secured approximately one week prior. Officers noted that it appears that someone may be throwing unauthorized parties inside the empty home. Officers re-secured the building and notified the management company that owns the property.

DROVE WHILE LICENSE SUSPENDED/NARCOTIC PARAPHERNALIA

On November 20th, at approximately 10:24 p.m., a sergeant on patrol stopped a vehicle in the area of M-5 and Halsted for having an expired license plate. Further investigation revealed that the driver had a suspended license and several warrants for her arrest. As

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the woman was being arrested, she attempted to hide a crack cocaine pipe in the back seat of the patrol car. In addition, the passenger of the vehicle had in her possession a glass mirror with cocaine residue on it. Both subjects were arrested and charged.

PERSONAL INJURY ACCIDENT/OPERATING WHILE IMPAIRED

On November 21st, at 8:12 a.m., officers responded to the area of westbound M-5 near Farmington Road for the report of an accident. Upon arrival it was learned that there was a single vehicle accident which caused injuries to the driver. Further investigation revealed that the twenty-one year old driver was heavily intoxicated. The driver was transported to the hospital for her injuries and was issued an appearance citation for Operating While Intoxicated.

OPERATING WHILE INTOXICATED

On November 22nd, at 2:45 a.m., an officer stopped a vehicle near Grand River and Warner for speeding and illegally tinted windows. While speaking to the driver, the officer noted the odor of intoxicants and the driver admitted to drinking. The driver performed field sobriety tests upon request and took a preliminary breath test (PBT) with a result of .11. The driver was arrested for Operating While Intoxicated and transported to the station. The driver gave two breath samples at the station with results of .12. The driver was held until sober/arraignment.

OPERATE WHILE INTOXICATED

On November 22nd, at 3:20 a.m., an officer stopped a vehicle near Grand River and Mooney for speeding. While speaking to the driver, the officer smelled the odor of intoxicants coming from the vehicle/driver. The driver performed field sobriety tests upon request of the officer and failed them. The driver took a PBT with a result of .16. The driver was arrested and transported back to the station. The driver agreed to take a breath test and gave two breath samples with results of .21 and .22. The driver was held until sobriety/arraignment.

KITCHEN FIRE

On November 26th, at 10:52 a.m., officers responded to Chatham Hills Apartments for the report of an oven fire. Upon arrival it was learned that the oven was put into cleaning mode without proper preparation and it caused the oven to smoke heavily. Officers cleared the smoke out of the apartment and maintenance removed the oven from the apartment.

CARBON MONOXIDE INVESTIGATION

On November 27th, at 3:41 p.m., an officer responded to a Lilac Street residence for a CO detector that is displaying an elevated reading. Upon arrival and investigating, the detector was found to be malfunctioning.

OPEN INTOXICANTS IN PUBLIC PLACE

On November 27th, at approximately 8:08 p.m., an intoxicated man came into the public safety department requesting to sleep in the lobby because he is homeless and that it was cold outside. Officers noted that due to the man's intoxication, the homeless shelters in

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the area will not take in intoxicated individuals until they are sober. In addition the man did not want to spend the night at a shelter because the local shelters are in Detroit and Pontiac. After several minutes of being left alone in the lobby, officers noted that the man had an open bottle of vodka next to him as he lay on the floor. Officers confiscated the vodka and a LEIN check of the man revealed several warrants for his arrest out of numerous cities for public intoxication. The man was arrested for the open alcohol and for the outstanding warrants. The man was housed at the Farmington jail until sober.

BREAKING AND ENTERING BUSINESS

On November 28th, at 6:02 a.m., officers responded to an alarm at Wireless USA located on Grand River. Officers found a hole in the front glass door. Surveillance video shows a white male subject, 5'10", and 160 pounds, reach in and unlock the front door. The subject enters the business and steals a Blackberry Playbook which was on display. The subject left on foot in an unknown direction. A BOL was sent to area departments. The stolen Playbook was entered into LEIN. No other suspect information was available.

RECOVERED STOLEN VEHICLE

On November 28th, at approximately 4:02 p.m., a sergeant writing a report in the parking lot of TJ Maxx was approached by an employee of TJ Maxx who was interested in finding out how to have an apparent abandoned U-haul truck removed from the parking lot. The sergeant learned that the vehicle had been in the lot for several days and had been checked on by other officers in the past. The sergeant went to the U-haul store on Grand River to find out who was the renter of the vehicle using the U-haul identification system. The sergeant learned that the U-haul had been stolen in the city of Detroit according to the U-haul computer system. The sergeant double checked the U-haul and discovered that the Vehicle Identification Number (VIN) and license plate were changed and that the new numbers were from U-haul trucks that were either sold or scrapped by the company. The stolen truck was impounded and the City of Detroit was provided with the new information for their investigation.

FIRE ALARM

On November 29th, at approximately 9:19 p.m., officers responded to the 22000 block of Lilac Street for a report of a fire alarm. Upon arrival the officers learned that the fire alarm was accidentally caused by the home owner blowing out a candle with the smoke triggering the alarm.

FALSE IDENTIFICATION TO A POLICE OFFICER/DRIVING WHILE LICENSE SUSPENDED

On November 30th an officer conducted an inquiry on the registration plate of a vehicle waiting at the green signal at Grand River and Halsted. The registered owner returned with an outstanding warrant out of Romulus Police Department. A traffic stop was conducted on Ten Mile near Grand River. The driver stated the vehicle belonged to her sister and verbally provided her name and date of birth to the officer. The driver provided the same date of birth as the registered owner. Further investigation by the officer confirmed the driver was the registered owner of the vehicle. The driver admitted to giving a false name because she did not want to be arrested on the warrant. The driver was

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arrested for False Identification to a Police Officer and Driving While License Suspended. The vehicle was impounded. The officer issued a citation and the driver was released after processing and posting bond money.

NOTE: The department also responded to six domestic assault/family troubles during the month.

Year to Date Through November

Classification	2011	2012	% Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	-
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	-
09004 JUSTIFIABLE HOMICIDE	0	0	-
10001 KIDNAPPING/ABDUCTION	1	0	-100.0%
10002 PARENTAL KIDNAPPING	0	0	-
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	-
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	2	-
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	1	-
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	-
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	-
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	-
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	1	0	-100.0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	3	200.0%
12000 ROBBERY	3	0	-100.0%
13001 NONAGGRAVATED ASSAULT	41	43	4.9%
13002 AGGRAVATED/FELONIOUS ASSAULT	2	8	300.0%
13003 INTIMIDATION/STALKING	28	22	-21.4%
20000 ARSON	0	0	-
21000 EXTORTION	0	0	-
22001 BURGLARY -FORCED ENTRY	15	14	-6.7%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	7	4	-42.9%
23001 LARCENY -POCKETPICKING	1	0	-100.0%
23002 LARCENY -PURSESNAATCHING	0	0	-
23003 LARCENY -THEFT FROM BUILDING	49	42	-14.3%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005 LARCENY -THEFT FROM MOTOR VEHICLE	20	43	115.0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	7	4	-42.9%
23007 LARCENY -OTHER	17	22	29.4%
24001 MOTOR VEHICLE THEFT	5	9	80.0%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	1	0	-100.0%
24003 MOTOR VEHICLE FRAUD	0	0	-
25000 FORGERY/COUNTERFEITING	6	3	-50.0%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	5	3	-40.0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	8	1	-87.5%
26003 FRAUD -IMPERSONATION	13	11	-15.4%
26004 FRAUD -WELFARE FRAUD	0	0	-
26005 FRAUD -WIRE FRAUD	0	0	-
27000 EMBEZZLEMENT	5	4	-20.0%
28000 STOLEN PROPERTY	2	5	150.0%
29000 DAMAGE TO PROPERTY	37	33	-10.8%
30001 RETAIL FRAUD -MISREPRESENTATION	2	1	-50.0%

Year to Date Through November

Classification	2011	2012	% Change	
30002	RETAIL FRAUD -THEFT	16	8	-50.0%
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	62	45	-27.4%
35002	NARCOTIC EQUIPMENT VIOLATIONS	33	31	-6.1%
36001	SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	-
36002	SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	-
37000	OBSCENITY	4	1	-75.0%
39001	GAMBLING- BETTING/WAGERING	0	0	-
39002	GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	-
39003	GAMBLING -EQUIPMENT VIOLATIONS	0	0	-
39004	GAMBLING -SPORTS TAMPERING	0	0	-
40001	COMMERCIALIZED SEX -PROSTITUTION	1	0	-100.0%
40002	COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTI	0	1	-
51000	BRIBERY	0	0	-
52001	WEAPONS OFFENSE- CONCEALED	9	5	-44.4%
52002	WEAPONS OFFENSE -EXPLOSIVES	3	0	-100.0%
52003	WEAPONS OFFENSE -OTHER	1	0	-100.0%
Total for Group A		406	369	-9.1%
01000	SOVEREIGNTY	0	0	-
02000	MILITARY	0	0	-
03000	IMMIGRATION	0	0	-
09003	NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	-
14000	ABORTION	0	0	-
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	2	-
22004	POSSESSION OF BURGLARY TOOLS	0	0	-
26006	FRAUD -BAD CHECKS	3	5	66.7%
36003	PEEPING TOM	1	0	-100.0%
36004	SEX OFFENSE -OTHER	4	3	-25.0%
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	0	3	-
38002	FAMILY -NONSUPPORT	0	0	-
38003	FAMILY -OTHER	1	1	0%
41001	LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002	LIQUOR VIOLATIONS -OTHER	72	53	-26.4%
42000	DRUNKENNESS	0	0	-
48000	OBSTRUCTING POLICE	15	8	-46.7%
49000	ESCAPE/FLIGHT	1	0	-100.0%
50000	OBSTRUCTING JUSTICE	83	89	7.2%
53001	DISORDERLY CONDUCT	24	18	-25.0%
53002	PUBLIC PEACE -OTHER	10	13	30.0%
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	4	-
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	132	112	-15.2%

Year to Date Through November

3.F.a

Packet Pg. 44

Classification	2011	2012	% Change
55000 HEALTH AND SAFETY	11	6	-45.5%
56000 CIVIL RIGHTS	0	0	-
57001 TRESPASS	15	23	53.3%
57002 INVASION OF PRIVACY -OTHER	0	0	-
58000 SMUGGLING	0	0	-
59000 ELECTION LAWS	0	0	-
60000 ANTITRUST	0	0	-
61000 TAX/REVENUE	0	0	-
62000 CONSERVATION	2	1	-50.0%
63000 VAGRANCY	1	1	0%
70000 JUVENILE RUNAWAY	0	1	-
73000 MISCELLANEOUS CRIMINAL OFFENSE	54	50	-7.4%
75000 SOLICITATION	0	0	-
77000 CONSPIRACY (ALL CRIMES)	0	0	-
Total for Group B	429	393	-8.4%
2800 JUVENILE OFFENSES AND COMPLAINTS	49	53	8.2%
2900 TRAFFIC OFFENSES	238	210	-11.8%
3000 WARRANTS	286	208	-27.3%
3100 TRAFFIC CRASHES	240	238	-0.8%
3200 SICK / INJURY COMPLAINT	665	651	-2.1%
3300 MISCELLANEOUS COMPLAINTS	1514	1540	1.7%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	-
3500 NON-CRIMINAL COMPLAINTS	1056	1495	41.6%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	386	321	-16.8%
3800 ANIMAL COMPLAINTS	119	123	3.4%
3900 ALARMS	325	300	-7.7%
Total for Group C	4878	5139	5.4%
2700 LOCAL ORDINANCES - GENERIC	0	0	-
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	4	2	-50.0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	5	3	-40.0%
4200 PARKING CITATIONS	1	0	-100.0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	3	3	0%
4400 WATERCRAFT CITATIONS	0	0	-
4500 MISCELLANEOUS A THROUGH UUUU	758	706	-6.9%
4600 LIQUOR CITATIONS / SUMMONS	0	0	-
4700 COMMERCIAL VEHICLE CITATIONS	0	0	-
4800 LOCAL ORDINANCE WARNINGS	0	0	-
4900 TRAFFIC WARNINGS	0	0	-
Total for Group D	771	714	-7.4%
5000 FIRE CLASSIFICATIONS	116	135	16.4%

Year to Date Through November

3.F.a

Packet Pg. 45

Classification		2011	2012	% Change
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	-
Total for Group E		116	135	16.4%
6000	MISCELLANEOUS ACTIVITIES (6000)	0	0	-
6100	MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200	ARREST ASSIST	0	0	-
6300	CANINE ACTIVITIES	0	0	-
6500	CRIME PREVENTION ACTIVITIES	0	0	-
6600	COURT / WARRANT ACTIVITIES	0	0	-
6700	INVESTIGATIVE ACTIVITIES	0	0	-
Total for Group F		0	0	-
Total for all Groups		6600	6750	2.3%

**Farmington City Council
Staff Report**
Council Meeting Date:
December 17, 2012

**Reference
Number
(ID # 1122)**
Submitted by: Vincent Pastue, City Manager

Description: Consideration to Review Michigan Municipal League Membership

Requested Action:

Move to authorize payment in the amount of \$4,739.00 to the Michigan Municipal League to continue membership

Background:

Enclosed is an annual membership invoice from the Michigan Municipal League in the amount of \$4,739. The membership for the Michigan Municipal League (MML) begins February 1 and ends the following January 31. The annual membership includes a voluntary assessment to the Legal Defense Fund in the amount of \$431.

The MML continues a number of direct benefits to the City in addition to the unique cooperative association with other cities in the state. The direct benefits include insurance program, training for municipal employees, research services, joint legal action, and representation before the State Legislature and United States Congress. Administration recommends that City Council continue membership in the Michigan Municipal League, including the Legal Defense Fund, and authorize payment of the annual dues in the amount of \$4,739.

Financial Impact

The Fiscal Year 2012-13 Budget has \$4,700 allocated for the MML annual membership

Agenda Review
Review:

Vincent Pastue	Pending
City Attorney	Pending
Treasurer	Pending
Historic Commission	Pending
City Manager	Pending
City Council	Pending



michigan municipal league

MICHIGAN MUNICIPAL LEAGUE
MEMBERSHIP RENEWAL INVOICE

2012 - 2013

Farmington

ID: 161

Date: 12/01/2012

Membership Period: 02/01/2013 - 01/31/2014

Current Balance

* MML Dues	4,308.00
** Legal Defense Fund	431.00
	<u>\$4,739.00</u>

Total Due by February 01, 2013:
\$4,739.00

Please sign, date and return one invoice copy with your payment.

Make checks payable to the Michigan Municipal League and mail to the address below. Thank you.

(Signature)

(Date)

* MML dues include annual subscriptions to *The Review* for your officials at \$12.00 per subscription, which is 50% of the regular subscription rate.

** The Legal Defense Fund is an optional charge. The purpose of the Fund is to provide specialized legal assistance to member municipalities in cases that have significant statewide impact.

See what the League can do for you by visiting www.mml.org

Michigan Municipal League
P.O. Box 7409
Ann Arbor, MI 48107-7409
800-653-2483

**Farmington City Council
Staff Report**

Council Meeting Date:
December 17, 2012

**Reference
Number
(ID # 1123)**

Submitted by: Vincent Pastue, City Manager

Description: Consideration to Approve Michigan Suburbs Alliance Annual Membership

Requested Action:

Move to approve renewal of a one year membership with the Michigan Suburbs Alliance in the amount of \$500.00.

Background:

Enclosed is an annual membership invoice from the Michigan Suburbs Alliance in the amount of \$500.00. This is the same amount paid in the 2010-11 fiscal year. The Fiscal Year 2012-13 Budget has \$550 allocated for this annual membership. The membership period begins October 1, 2012. City Administration recommends that the City Council renew this membership

Agenda Review

Review:

Vincent Pastue Pending
City Attorney Pending
Treasurer Pending
Historic Commission Pending
City Manager Pending
City Council Pending



michigan suburbs alliance

Invoice #:	MSA-MM-2012-02
Invoice Date:	11/14/2012
Due Date:	Upon receipt
Project:	Municipal Membership

Bill To:

City of Farmington

Attn: Mr. Vincent Pastue, City Manager

23600 Liberty Street

Farmington, MI 48335

Description	Amount
Michigan Suburbs Alliance Municipal Membership Renewal Membership Period: 10/1/2012 - 9/30/2013 2010 Population: 10372 Dues Structure (based on 2010 population): < 5,001 = \$100 5,001 - 10,000 = \$250 10,001 - 20,000 = \$500 > 20,001 = \$1,000	\$500.00

Subtotal		\$500.00
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Total		\$500.00
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Thank you for your continued support!

Please mail payment to:

Michigan Suburbs Alliance
Attn: Municipal Membership
22575 Woodward Ave. Suite 250
Ferndale, Michigan 48220

AMOUNT APPROVED:	\$ 500 -
ACCOUNT #:	101-172.00-958-01
AMOUNT:	500 -
Approved By:	<i>[Signature]</i>
Date:	11/15/12
Attached:	<input type="checkbox"/> PO <input type="checkbox"/> Council Approval

**Farmington City Council
Staff Report**

Council Meeting Date:
December 17, 2012

**Reference
Number**

Submitted by: Vincent Pastue, City Manager

Description: Public Hearing Grove Street Improvement Special Assessment District

Requested Action:

Hold Public Hearing to accept comment from the public regarding the necessity of the proposed special assessment district.

Background:

The City Council adopted Resolution #2 at the December 3, 2012 meeting which accepted the report from the City Manager regarding the proposed Grove Street Special Assessment District and scheduled a public hearing for December 17, 2012. Notice of the public hearing was sent to the sole property owner within the proposed district and advertised in the Farmington Observer.

Agenda Review

Review:

Vincent Pastue Pending
City Manager Pending
City Council Pending

RESOLUTION NO. (ID # 1124)

**Farmington City Council
Staff Report**
Council Meeting Date:
December 17, 2012

**Reference
Number**
Submitted by: Vincent Pastue, City Manager

Description: Consideration to Adopt Resolution #3 for Grove Street Improvement Special Assessment District

Requested Action:

Move to adopt resolution #3 for the Grove Street Improvement Project and instruct the Assessor to prepare a preliminary special assessment roll.

Background:

The City Council held a public hearing regarding the necessity to establish the special assessment district. City Administration is recommending the City Council to adopt Resolution #3 which instructs the City Assessor (Oakland County Equalization) to prepare a special assessment roll. The intent would be to have the preliminary assessment roll presented to the City Council at the January 7, 2013 meeting. Again, there is only one property on the assessment roll.

Agenda Review
Review:

Vincent Pastue	Pending
City Manager	Pending
City Council	Pending

RESOLUTION NO. (ID # 1125)

STATE OF MICHIGAN

COUNTY OF OAKLAND

CITY OF FARMINGTON

[Grove Street Improvement Project]

RESOLUTION NO. 3: APPROVAL OF PROJECT AND DIRECTION TO ASSESSOR TO PREPARE AND ASSESSMENT ROLL

Minutes of a Regular Meeting of the City Council of the City of Farmington, County of Oakland, Michigan, held in the City Hall in said City on December 17, 2012, at 7:00 P.M.

Prevailing Eastern Time.

PRESENT: Councilmembers _____

ABSENT: Councilmembers _____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

RECITATIONS:

The City has considered construction of the proposed improvement described below (the "**Project**"), and has further requested the establishment of a special assessment district to finance and defray the cost of the Project.

The Project includes the widening and reconstruction of Grove Street creating a boulevard with on-street parking, landscape improvements, sidewalk with brick pavers, relocation and placement of additional pedestrian street lights, park benches, mast-arm signal at Grand River and Grove Street intersection, removal and replacement of commercial pylon sign, water main replacement, land acquisition, and engineering services.

Resolution (ID # 1125)

Meeting of December 17, 2012

The Project is designed and intended to especially benefit the properties identified in the special assessment district attached to this Resolution, which shall be designated as Special Assessment District No. 2012-89 (the "**District**").

After an initial consideration, the City Council adopted its Resolution No. 2 declaring its tentative intent to proceed with the Project and with the establishment of the District.

Plans for the Project, and an estimate of the cost of the Project in the amount of \$1,700,000, have been prepared and notice of public hearing has been given, according to law, to the owners of property in the District to inform them of their opportunity to present comments and objections to the Project, and to the District.

The public hearing was duly conducted consistent with the Notice, and the City Council has determined to proceed with the Project and with the establishment of the District.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City shall proceed with the Project.
2. The District shall consist of the properties identified in the special assessment district attached to this Resolution and against which one hundred (35.3%) percent of the cost of the Project shall be assessed.
4. The duration of the District's existence shall be 15 years, and, unless paid in cash in respect to a particular property, the special assessments shall be paid in installments which shall be specified in the City Council's Resolution confirming the special assessment roll.
5. The City Assessor shall prepare a special assessment roll that includes all lots and parcels of land within the District with the names of the respective record owners of each property, if known, and shall also include the total amount to be assessed against each property. The amount to be assessed against each property shall be based upon the proportionate amount

Resolution (ID # 1125) Meeting of December 17, 2012
of special benefit to be received by each property from the Project. The amount spread in each case shall be based upon the detailed estimate of costs as approved by the City Council.

6. When the Assessor completes the assessment roll, he shall file it with the City Clerk for presentation to the City Council, along with his certification that the roll has been made pursuant to law and this Resolution of the City Council and that, in making the assessment roll, the Assessor has in his best judgment conformed in all respects to the law and the directions contained in this Resolution. Upon receipt, the City Clerk shall forthwith present the roll and the Assessor's certification to the City Council

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

CERTIFICATION

It is hereby certified that the foregoing Resolution is a true and accurate copy of the Resolution adopted by the City Council of the City of Farmington at a meeting duly called and held on the 17th day of December, 2012.

CITY OF FARMINGTON

By: _____
SUSAN K. HALBERSTADT , CLERK

669203

**Farmington City Council
Staff Report**
Council Meeting Date:
December 17, 2012

**Reference
Number**
Submitted by: Vincent Pastue, City Manager

Description: Consideration to Adopt Ordinance C-767-2012 Amending the Zoning Code to Allow for the Keeping of Horses

Requested Action:

Move to Adopt Ordinance C-767-2012 amending Chapter 35, Zoning Code, to allow for the keeping of horses subject to certain requirements.

Background:

The City Council introduced Ordinance C-767-2012 amending the zoning code to allow for the keeping of horses. Since September, the Planning Commission reviewed a text amendment to allow for the keeping of horses under specific conditions based on a request from City Council to review the subject matter. On Monday, November 12, the Planning Commission held a public hearing regarding proposed language to the ordinance. Following the public hearing, the Planning Commission recommended approval of the proposed text amendment to the zoning code. The ordinance would amend Article II of the zoning code dealing with general provisions by adding language to allow the keeping of horses in a residential district subject to certain requirements. It also amends the definition of fence and livestock in the zoning code as well.

Specific Requirements include:

- Limited to single-family residential districts but must have a minimum of two (2) acres. There are four parcels within the city that currently meet this standard.
- Property owner may keep up to 2 horses, plus an additional horse for each additional full acre.
- Horses must be maintained within fenced area.
- Structure to house the horse(s) must be a minimum of 15 feet from property line, located 175 feet from adjoining property structure, and properly ventilated and maintained to not create odor or rodent problems.
- The keeping of horses shall be for private purposes.

Agenda Review
Review:

Vincent Pastue	Pending
City Manager	Pending
City Council	Pending

RESOLUTION NO. (ID # 1126)

**STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF FARMINGTON
ORDINANCE NO. C-767-2012**

AN ORDINANCE TO AMEND CHAPTER 35, ZONING, OF THE CITY OF FARMINGTON CODE OF ORDINANCES, ARTICLE II, "GENERAL PROVISIONS," IN ORDER TO ADD A NEW SECTION, SECTION 35-60, "KEEPING OF HORSES," TO ALLOW THE KEEPING OF HORSES IN A SINGLE-FAMILY RESIDENTIAL DISTRICT ONLY, SUBJECT TO CERTAIN REQUIREMENTS; TO ADD PROVISIONS FOR CORRAL FENCING IN SECTION 33-49, "FENCES"; AND TO AMEND THE DEFINITIONS OF "FENCE" AND "LIVESTOCK," IN SECTION 35-25, DEFINITIONS, TO CORRESPOND WITH SUCH CHANGES.

THE CITY OF FARMINGTON ORDAINS:

Section 1. That Chapter 35, "Zoning," of the Farmington City Code, Article II, "General Provisions," is hereby amended to add a new section, Section 35-60, "Keeping of Horses," to read in its entirety:

Section 35-60 Keeping of Horses

- (1) Notwithstanding any other provision in this Code of Ordinances, the keeping of horses shall be permitted in a single-family residential district, subject to the requirements of this Section.
- (2) Horses may be kept on lots of two (2) acres or more.
- (3) Up to two (2) horses may be kept on the first two (2) acres, plus one additional horse for each additional full acre.
- (4) Horse(s) shall be kept within a fenced area (or corral) at all times, and shall not be permitted to run at large in any street, alley, or public place, or upon the premises of another. Fences and corrals shall be installed in accordance with Section 35-49, Fences.
- (5) Structures used to house the horse(s) shall be erected in accordance with Section 35-43, Accessory Buildings and Structures - In General, and Section 35-44, Accessory Buildings and Structures - Residential Districts, in addition to following:
 - a. Structures used to house horses shall be a minimum of 15 feet from the property line.
 - b. Structures shall be located at least one hundred seventy-five (175) feet from residential dwellings located on adjacent properties.
 - c. Structures shall be properly ventilated to prevent drafts and remove odors, shall be of sufficient size to accommodate the animal, and shall be designed so as to prevent rats, mice, or other rodents from being harbored underneath, inside, or inside the walls of the enclosure.
- (6) Areas used for the keeping of horses, including structures and grazing areas, shall be kept in a clean and sanitary condition.

Ordinance (ID # 1126)

Meeting of December 17, 2012

- (7) Removal or appropriate disposal of droppings is required. Droppings not used for composting or fertilizer shall be removed. All provisions of the Code of Ordinances relating to noise, odor, and sanitation, including the provisions of this Article, shall apply to the keeping of animals under this Section.
- (8) The keeping of horses shall be for private use only.

Section 2. That Chapter 35, "Zoning," of the Farmington City Code, Article II, "General Provisions," Section 35-49, "Fences" is hereby amended to add a new subsection "I" as follows:

- I. Corrals for the Keeping of Horses
 - A. Fencing to contain horses shall be a minimum of five (5) feet in height.
 - B. Fencing with open areas larger than twelve inches (12") by twelve inches (12") shall be installed a minimum of ten (10) feet from property lines. This setback may be reduced to five (5) feet for fences with smaller openings.

Section 3. That Chapter 35, "Zoning," of the Farmington City Code, Article XXI, "Definitions," Section 35-252, "Livestock," is hereby amended to read as follows:

"Livestock:" Any domestic species of animal that is raised for use as food or in the production of food, or in the operation of a farm, and is not (a) an exotic or vicious animal as defined in this Section or (b) a domesticated animal/pet as defined in this Section, such as a dog, cat, or similar animal. Livestock shall include, but is not limited to, ~~horses, ponies,~~ mules, donkeys, cattle, sheep, goats, buffaloes, swine, ducks, geese and turkeys.

Section 4. Chapter 35, "Zoning," of the Farmington City Code, Article XXI, "Definitions," Section 35-252, "Fence," is hereby amended to read as follows:

"Fence:" A manmade, unroofed structure serving to enclose or divide all or part of a lot ~~or to~~ **intended to** function as a boundary or barrier between two or more lots **or to corral animals.**

Section 5. Repealer

All ordinances or parts of ordinances in conflict herewith are repealed.

Section 6. Severability

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

Section 7. Savings

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

Section 8. Effective Date

Public hearing having been held hereon pursuant to the provisions of Section 1 03 of Act 11 0 of the Public Acts of 2006, as amended, the provisions of this Ordinance shall be published within twenty (20)

Ordinance (ID # 1126)

Meeting of December 17, 2012

days of its adoption by publication of a brief notice in a newspaper circulated in the City of Farmington stating the date of enactment and effective date, a brief statement as to its regulatory effect and that a complete copy of the Ordinance is available for public purchase, use and inspection at the office of the City Clerk during the hours of 8:00A.M. to 5:00P.M., Local Time. The provisions of this Ordinance shall become effective seven (7) days after its publication.

Section 9. Enactment

This Ordinance is declared to have been enacted by the City Council of the City of Farmington at a meeting called and held on the ____ day of _____, 2010 and ordered to be given publication in the manner prescribed by law.

Ayes:

Nayes:

Abstentions:

Absent:

STATE OF MICHIGAN)

) ss.

COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Farmington, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City of Farmington at a meeting held on the ____ day of _____, 2012, the original of which is on file in my office.

Susan K. Halberstadt, City Clerk
City of Farmington

Adopted:

Published:

Effective:

**Farmington City Council
Staff Report**
Council Meeting Date:
December 17, 2012

**Reference
Number**
Submitted by: Vincent Pastue, City Manager

Description: Consideration to Adopt Resolution Accepting Proposal from Orchard Hiltz & McCliment (OHM) to Conduct Community Visioning Program

Requested Action:

Move to adopt resolution accepting a proposal from Orchard Hiltz & McCliment in the amount of \$29,500 to conduct a community visioning program and authorize the City Manager to utilize up to \$5,000 from Contingency line item if necessary to hold additional public meetings or expand utilization of social media during the process

Background:

The Farmington City Council reviewed a proposal from OHM at their December 3, 2012 study session regarding the proposed scope of work and cost. The Fiscal Year 2012-13 Budget contains \$25,000 for a community visioning program. As stated in the budget, it has been fourteen years since the City held a community visioning program. The world is much different today than in 1998. Farmington is much more ethnically and racially diverse, the regional auto reliant economy is much different than 1998, and there seems to be a broader social movement toward more pedestrian oriented amenities which positions Farmington favorably. The process also provides an opportunity to discuss the relationship between service and infrastructure needs and expectations with the necessary financial resources.

Attached is a resolution accepting the OHM proposal. Following the study session review, City Administration became somewhat concerned that the tight scope of work does not allow for additional community meetings which may be necessary. Also, the use of social media is not extensive. As a result, City Administration is requesting authorization to utilize up to \$5,000 from the General Fund Contingency line item for additional community meetings or more extensive use of social media for the project. The additional funds would not be utilized unless deemed necessary by the consultant and task force. Keep in mind, the visioning effort is our foundation for the future. We need to insure broad public participation and involvement to insure its success.

The process will take approximately six months. It is also desirable to have it completed before summer vacation and activities become disruptive to the process. Consequently, the City Council needs to think of individuals to serve on the task force. Based on the study session discussion, the task force will be comprised of 15 to 20 individuals that are representative of the community. Please start sending names to Cheryl so that we can be ready to make appointments at the January 7 study session.

Agenda Review
Review:
Vincent Pastue Pending
City Manager Pending
City Council Pending

Updated: 12/14/2012 12:14 PM by Cheryl Poole

Page 1

RESOLUTION NO. (ID # 1127)**A RESOLUTION OF THE FARMINGTON CITY COUNCIL ACCEPTING A PROPOSAL FROM ORCHARD HILTZ & McCLIMENT (OHM) TO CONDUCT A COMMUNITY VISIONING.**

WHEREAS, the Fiscal Year 2012-13 Budget contains \$25,000 to conduct a community visioning effort; and

WHEREAS, the last community visioning program in 1998 initiated many of the improvements in the Downtown area and updates to the City Zoning Code; and

WHEREAS, the Farmington City Council recognizes that since the last community visioning program the Southeast Michigan economy has changed significantly, the Farmington community is much more racially and ethnically diverse, the Farmington community is getting younger, and that the community is positioned well to take advantage of a social change in which younger people are attracted to cities that are walkable and have a sense of place; and

WHEREAS, City Administration solicited a proposal from OHM, partnering with Project Innovations, because of their understanding of Farmington and expertise with community redevelopment issues; and

WHEREAS, the Farmington City Council reviewed the proposal with OHM and Project Innovations at their December 3, 2012 study session which included the scope of work and the contract amount of \$29,500; and

WHEREAS, the proposed community visioning would begin after the first of the year and targets June 30 for substantial completion; and

WHEREAS, City Administration is requesting authorization to utilize up to \$5,000 in contingency in the event it is necessary to add additional community meetings and more extensively utilize social media as part of the program.

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council hereby accepts the proposal from OHM to conduct a community visioning program.

BE IT FURTHER RESOLVED that the City Manager is authorized to utilize up to \$5,000 from the Contingency line item in the event it is necessary to hold additional community meetings and to more extensively utilize social media as part of the program based on dialogue with the consultant and the task force guiding the project.

Farmington Vision Plan

Creating A Blueprint For Farmington's Future



DR



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Advancing CommunitiesSM

**PROJECT
INNOVATIONS**

INCORPORATED

A Management Consulting Firm
for Business and Government



LSL Planning, Inc.

Community Planning Consultants

Attachment: OHM - Farmington Vision Plan (1127 : Consideration to Adopt Resolution Accepting Proposal from Orchard Hiltz & McCliment)



November 12, 2012

Vince Pastue
City Manager
The City of Farmington
23600 Liberty Street
Farmington, MI 48335

Mr. Pastue,

It is with great excitement that we submit our proposal to the City of Farmington to create a vision plan for the City. Per our previous meeting with you, Tom Buck and Charlie Fleetham, we are proposing a refined approach that streamlines the visioning process, and gives emphasis to public involvement, maintaining momentum to complete the project in an efficient manner. It also includes strategic integration of elected and appointed officials throughout the process to ensure they stay informed and support the development of the Vision Plan at key stages. We have also broken out some additional services in the proposal. These work elements would typically be included in our vision plans but we have pulled them out to streamline the process and meet your proposed budget, and condensed schedule.

As discussed, OHM will be the lead consultant and develop the Vision Plan, Charlie Fleetham of Project Innovations will support OHM by co-leading the public input process. LSL had been added to the team to help link the vision to the the existing comprehensive plan and zoning codes. They will help identify how the Vision Plan and City's codes and plans are in alignment, or conflict, and what recommendations if any are needed to ensure these documents support and advance the future vision. Given our working relationship on the Grand River Corridor plan and LSL's history with Farmington, they will be an asset to the process and City. All three firms have a long history with the City and bring unique skill sets to the process. Together, we believe we offer the City an experienced and highly qualified team.

Collectively our goal is to create an effective Vision Plan that will set the direction for growth, development, and reinvestment in the community over the next 20 years. A vision that is focused on building a creative environment that further establishes a sense of belonging, interconnection, and sets an expectation for future development within the Farmington community.

Sincerely,

James M. Houk, ASLA, AICP
Vice President, Planning, Design, and Development

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- 1 Approach
- 2 Project Schedule
- 2 Fee for Service



1. Farmington Visioning Approach

Visioning Approach

Assumptions

The following assumptions have been made in preparing the proposed approach. These assumptions not only impact the approach, but also the time line and potential cost.

Refinement: It is fully expected that the final approach will be a product of deliberate collaboration with the client. This will ensure the most responsive and appropriate services are provided. The final approach will be refined during Phase I in the proposed approach.

Guidance: For this project **it is anticipated the planning process will be directed by a client group or Task Force.** The Task Force refers to an appointed committee or group of staff that will be in charge of managing the project on behalf of the city. It is preferable this group have an appointed chair to serve as the main point of contact during the planning process. The consultant team anticipates monthly meetings with the Task Force. During periods of intense activity, there may be two meetings in a month.

Flexibility: With a refined approach the process will be initiated with a clear process defined. However, the consultant team understands the need for some measure of flexibility.

Study Area: The project study area is the city limits but will include and consider outside influences such as regional plans and community perspectives.

Existing Information: The approach is based on utilizing as much available information as possible in order to preserve resources for new investigation and facilitation of public meetings.

Appointed Officials: City staff and local elected and appointed officials will be engaged at key times in the process. The schedule indicates a minimum of one time (excluding appointed Task Force members) the elected officials will be formally engaged. This does not include final adoption.

Stakeholders: A group of local stakeholders will be identified to help inform the development of the visioning process, including working closely with the consultant on issues and opportunities in the City.

Methodology

The OHM team will organize the visioning and planning process in five phases:

1. Preparation;
2. Understanding the Context;
3. Conducting the Vision;
4. Illustrating the Vision; and
5. Finalizing the Vision and Setting Up Implementation

These five phases are described below in detail.

Phase 1: Preparing For the Vision

Preparing for the Vision addresses tasks of governance, awareness building, outreach, and logistics. These tasks are accomplished through the creation of citizen-driven action committees linked to a project Task force. The early involvement of the public in preparing for the vision as well as in conducting it engenders goodwill and makes those involved positive ambassadors for the process. In addition, OHM has found that local ownership of the process is key to obtaining ownership of the outcomes.

Task 1.1 Public Engagement Strategy

This proposal provides a framework that is a result of OHM's experience in other communities and our initial understanding of the community's needs. This task includes working with the Task Force to prepare a specific strategy for engaging the wide interests and diverse population in the planning area.

Task 1.2 Project Kick-Off – Task force Meeting #1

The OHM team will begin the project by facilitating a kick-off meeting to finalize the project work plan and project schedule. The kick-off meeting will serve as a way to make sure all the participants in the planning process understand the schedule, expectations and products that will be prepared for each task. The consultant team will also lead an open and transparent discussion with the Task Force that focuses on what everyone hopes to see as the end result and products of the process. The planned outcome of the discussion will be a set of project goals that the consultant team and the Task Force will consider throughout the planning process.

Part of the kick-off meeting will be devoted to the finalization of the community participation approach for the Vision Plan. This approach will identify key points in

Visioning Approach

the planning process when the public will be provided an opportunity to identify issues which concern them early in the process, and comment on various aspects of the draft Vision Plan. Note, community involvement is proposed as part of this approach. However, we have found that each community is unique and responds differently to specific outreach efforts. As part of this task the consultant team will work with the Task Force to verify or the refine the community outreach process.

Task 1.3 Elected Officials Meeting 1

During this preparation phase—and prior to the kick-off of the public engagement— OHM and Task Force members will meet with elected and appointed officials to share why a vision plan, the approach to the public outreach, the project time line, and review the goals for creating the Vision Plan for the City.

Phase 1 Products:

- Technical memorandum(s) summarizing the following:
- Kick-off Meeting Goals & Objectives
- Final Public Participation Strategy
- Final Project Schedule

Phase 1 Meetings:

- Kickoff Meeting - Task Force Meeting #1
- Elected Officials Meeting 1

Note: At the completion of Phase 1, OHM and the Task Force will re-evaluate this Scope of Services in reference to the community involvement approach. If necessary, revisions to the Scope of Services will be approved by the OHM team and the Task Force.

Phase 2: Understanding the Context

For the planning area—City of Farmington—understanding the context is a critical step to meeting the vision's objective of a creating a vision that is rooted in both possibilities and realities.

2.1 Data/Information Collection

The staff will provide OHM with all known, available and relevant data for the community. OHM will conduct a work session with the client to gain insight on the value of these resources relative to both raw data and policies/ recommendations.

2.2 Conditions and Trends

To understand conditions and trends of the planning area OHM will prepare a Conditions and Trends report structured according to three key themes:

- People (population, housing, and other socio-economic characteristics);
- Place (land use, infrastructure, natural environment, community appearance, etc.); and
- Prosperity (jobs, housing, and economic development issues).

The report will draw upon existing studies, plans, and reference materials in the community. It will contain a narrative, graphs, charts, maps, and photographs, as available.

Task 2.3 Task force Meeting #2

During this meeting, the consultant team will meet with the Task Force to present the information developed through the previous tasks. The consultant team will then work through a series of questions with the Task Force to consider the vision of the community. The outcome of this exercise will be combined with the results of Generative Meetings in Phase 3.

The consultant team will also work with the Task Force to identify potential stakeholders for the Small Idea Gathering Meetings in Phase 3.

Phase 2 Products:

- Data / Information Assessment
- Conditions and Trends Assessment
- Task Force visioning results
- Stakeholder list

Phase 2 Meetings:

- Task Force Meeting #2

Phase 3: Conducting the Vision

OHM proposes several types of meetings to conduct the vision and include “extensive and sustained public involvement.” The proposed meetings are grouped into three categories: Generative Meetings, Analytical Meetings, and Deliberative Meetings. All proposed meetings are sequential and are linked with one another. Each type of meeting sets the stage and creates content for the next. This section of the proposal describes the proposed meeting

Visioning Approach

structure and outcomes.

3.1 Generative Meetings

Generative meetings are highly interactive brainstorming meetings designed to obtain ideas from a broad range of citizens. They create a large foundation of ideas on which all other steps of the vision are created.

3.1.2 Idea Gathering Meetings

OHM recommends a number of idea gathering meetings to take place throughout the community in a variety of convenient locations. In this type of meeting, participants are divided into small groups and guided by trained facilitators. OHM will work with the Task Force to design the meetings. OHM will also train facilitators. In order to achieve a wide array of participation, OHM recommends three different scales of idea gathering meetings:

- **Big Idea Gathering Meetings** – OHM recommends one to two Big Meetings targeted to different geographic areas of the planning area. These meetings are designed to encourage dialogue among diverse participants in a safe, facilitated small group format.
- **Small Idea Gathering Meetings** – In addition to the Big Meetings, OHM recommends organizing a number of Small Meetings conducted to engage populations that are difficult to attract. The decision on these meetings can be made immediately after review of the exit questionnaires from the Big Idea Meetings.
- **Community Survey** - OHM will conduct a community survey to gain additional perspective from the public. The survey will be a virtual version of the Big and Small Idea Gathering Meetings. The results of the survey will be compiled with the results from the other public meetings.

All ideas gathered during the Idea Gathering Meetings will be encoded in a database, ensuring that no idea is lost. This database of ideas will be made available on the project website. Throughout the remainder of the process, participants will reference this full list of ideas, as it provides a solid foundation upon which the vision's goals and strategies can be built.

3.2 Analytical Meetings

The purpose of the analytic meetings is to translate the results of the generative meetings into goals and realistic strategies to implement those goals.

3.2.1 Values and Goals Meetings - Taskforce Meeting 3

OHM will meet with the Task Force to translate ideas from the previous phase into values and goals statements. OHM has developed a proprietary technique to enable the public to review the results of the categorized results of the generative meetings and to develop goal statements that describe in simple terms the desired outcome in each category. Once the goal for each topic is identified, participants make preliminary suggestions on strategies for implementing the goal. OHM will also work with the Task Force to derive the essential value statements from the desires expressed in the public input and the goals.

3.2.2 Elected Officials Meeting 2

OHM and Task Force members will meet with elected officials to share the recommended goals, value statements. OHM will record feedback from the elected officials and make any changes necessary before moving forward in the planning process.

3.3 Deliberative Meetings

Deliberative meetings bring results back to the public for deliberation and prioritization.

3.3.1 The Vision Open House

In a vision, the outcomes need to be ratified by the community to lend final credibility to its outcomes. To accomplish that, the vision statement, all the goals, value statements, and strategies of the vision (up to now developed by small groups) need to be presented in their entirety to the community at large. The outcomes of the Vision Open House includes a final set of comments on the vision, an indication of what the community sees as the vision priorities, and the beginning of implementation. The Open House is often a celebratory meeting to cap the public involvement for the vision and planning process.

Deliverables:

- Visioning Summary Memorandum
- Value Statements, Goals and Development Principles

Meetings:

- Big and Small Idea Gathering Meetings
- Task Force Meeting 3
- Elected Officials Meeting 2
- Public Open House

Visioning Approach

Phase 4: Illustrating the Vision

Based upon the development program created in Task 3.6 the consultant team will begin developing a series of maps and images that communicate the vision graphically.

Task 4.1 Vision Concepts

The consultant team will create a series of maps, plans, and/or illustrations and renderings using various graphic design techniques to translate the vision into a graphic form. The foundation of these graphics will be based on the vision and consultant team's knowledge of elements that are critical to guiding the development of the city. The development of the graphics is intended to inform and guide and inform future planning in the city. They will also begin to communicate what the community aspires to be, and what the desired image/identity is which is birthed out of the vision. OHM will also utilize existing graphics that have been prepared for the City, and amend or integrate as may be appropriate (e.g. 3-D model of downtown).

Phase 4 Products:

- Vision Graphics

Phase 4 Meetings:

- Meetings with the client as necessary to review graphics

Phase 5: Finalizing The Vision And Setting Up Implementation

At the completion of Phase 4 OHM will work with the Task Force to finalize the vision and prepare for implementation.

Task 5.1 Vision Report – Taskforce Meeting #5

The consultant team will develop a final report and present it to the Task Force. The report will include the process methodology, key findings from the existing conditions and public outreach, vision components, supporting graphics, and specific strategic recommendations to implement the vision. It will clearly document the work effort and include information on techniques used to reach consensus.

Task 5.2 Implementation Plan

The consultant team recommends that implementation steps be taken immediately following the release of the report in order to benefit from the momentum and good will created by the vision process. The consultant team

will advise the Task Force on how to proceed, including an Accountability Plan/Matrix. The Accountability plan will also prioritize implementation steps and provide preliminary budgets for recommended improvements.

A specific component of the implementation plan will include an audit of the City's existing plans and code. The planning team will evaluate these documents to identify compatibility and conflict with the Vision Plan, and make recommendations for how to ensure the Plan is compatible with existing plans and codes.

Task 5.3 Formalize the Vision

The Task Force will present the vision report to the elected bodies. The consultant team envisions the city formally adopting the plan to give it legal standing from which to evaluate future projects, programs and policies in the city. OHM will attend one final adoption meeting of the Plan.

Phase 5 Products:

- Final Vision Plan
- Accountability Plan

Phase 5 Meetings:

- Task Force Meeting #5
- Adoption Meeting

** Some interim review meetings may be conducted as conference calls, interim meetings scheduled as conference calls.*

Additional Services

Competitive and Comparative Analysis (Added to Phase 3)

OHM will work with the Task Force to identify three communities to conduct a competitive and comparative analysis. As the community begins to develop a vision and identity for the city, it is important to understand what neighboring and competing communities are offering, what their identity is, and how they are marketing themselves. By examining these communities OHM will outline what their strengths and weaknesses are, and translate this information into key statements that will help inform the development of the Plan.

Phone Survey (Added to Phase 3)

OHM will conduct a telephonic survey of citizens will be

Visioning Approach

conducted that will provide city officials with strategic insight into the attitudes and beliefs present in your City. This insight will provide a backdrop for the vision planning process by quantifying perceptions of government performance, public service expectations and the citizens' priority issues. It will also help identify areas where leaders can communicate more effectively to position the city for the future and address citizen concerns.

Task 3.4 Outside Looking In (Added to Phase 3)

OHM will develop and conduct a telephonic survey coined "Outside Looking In" of citizens, in the surrounding communities surrounding which will provide the taskforce and city officials with strategic insight into the attitudes and beliefs about the community from its neighbors. The purpose of this exercise is to understand what the outside perspectives (non-residents and businesses) are of the community. This exercise is valuable as often times internal perspectives are static, and often do not reveal the real strengths and weaknesses of a community. By conducting this exercise we will identify what the strengths and weaknesses are from those on the "outside". Using the results of this exercise the goal will be to build on community strengths and address weakness through the creation of the vision.

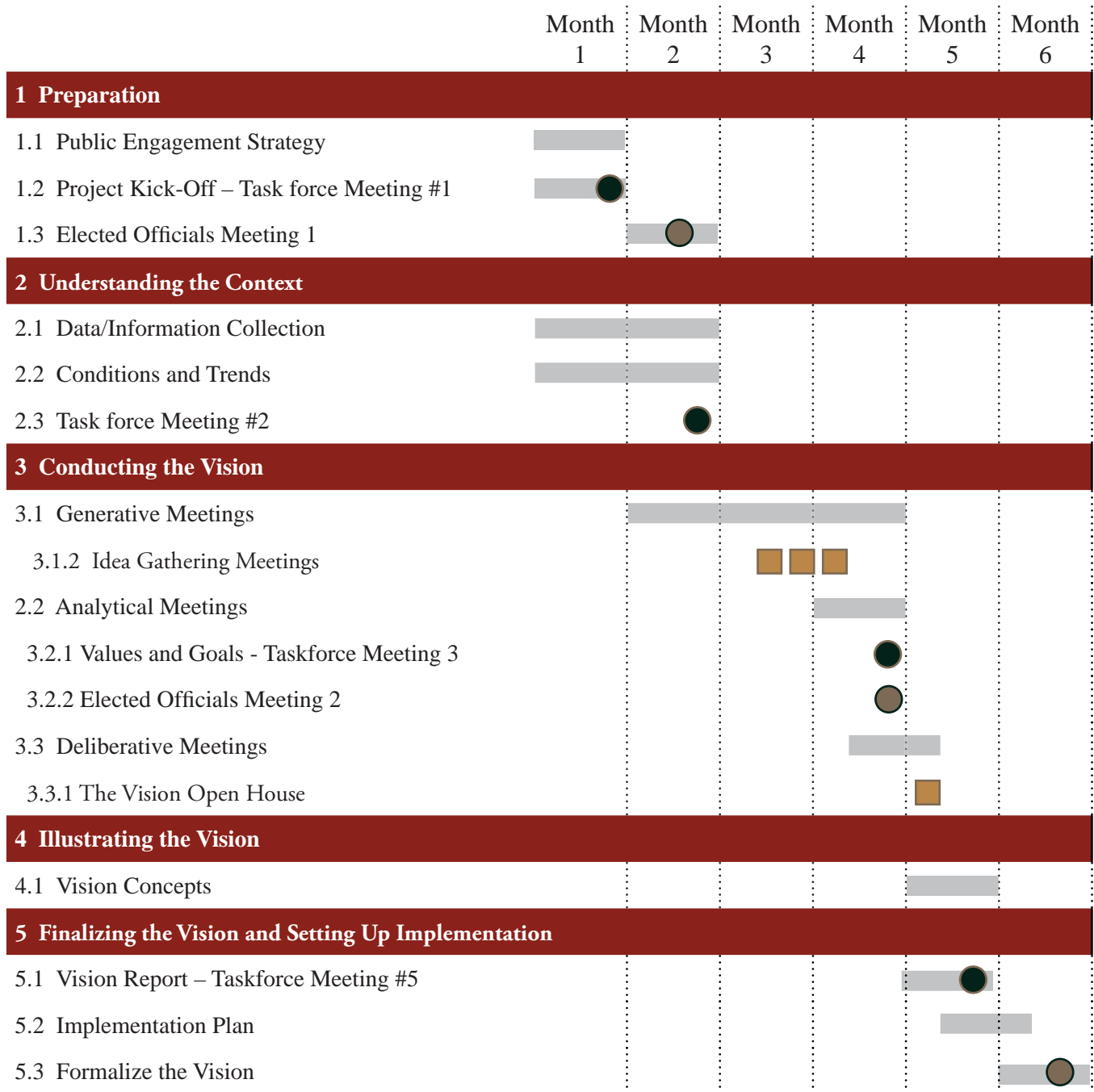
Focus Areas Plans (Added to Phase 4)

The purpose of this task is to dig down and apply the vision/development program to specific focus areas in the city. These areas will be rendered or modeled using computer graphics to illustrate how an area could be redeveloped under the new vision. The results of this task will show how the vision translates to the built environment, and will serve as a powerful marketing tool to communicate the vision and development potential to the private sector.



2. Schedule

Project Schedule



Task Force	●
Elected Officials	●
Public Meeting	■



3. Fee for Service

Fee For Service

Phase	Fee
1 Preparation	\$2,500
2 Understanding the Context	3,500
3 Conducting the Vision	10,000
4 Illustrating the Vision	\$5,000
5 Finalizing the Vision and Setting Up Implementation	\$8,500
Total	\$29,500

**Farmington City Council
Staff Report**
Council Meeting Date:
December 17, 2012

**Reference
Number**
Submitted by: Vincent Pastue, City Manager

Description: Consideration to Introduce Ordinance C-768-2012 Amending Chapter 5 of the City Code Regarding the Definition of Livestock

Requested Action:

Move to introduce Ordinance C-768-2012 amending Chapter 5 of the City Code regarding the definition of livestock

Background:

As a result of amending the zoning code to allow for the keeping of horses, it is necessary to amend Chapter 5 of the City Code regarding the definition of livestock. Horses and ponies are currently defined as livestock which is prohibited in the City. This change is necessary in order to maintain consistence with the zoning code which allows for horses and ponies under certain circumstances, and Chapter 5 of the code dealing animals and the prohibition of livestock.

Attached is a clean and red-lined version of the ordinance. If introduced, the ordinance would be presented at the January 22 meeting for adoption

Agenda Review
Review:

Vincent Pastue	Pending
City Manager	Pending
City Council	Pending

RESOLUTION NO. (ID # 1128)

STATE OF MICHIGAN

COUNTY OF OAKLAND

CITY OF FARMINGTON

ORDINANCE NO. C-768-2012

**AN ORDINANCE TO AMEND CHAPTER 5, ANIMALS, OF THE
CITY OF FARMINGTON CODE OF ORDINANCES, IN
ORDER TO REVISE THE DEFINITION OF LIVESTOCK
TO REMOVE REFERENCE TO HORSES AND PONIES**

THE CITY OF FARMINGTON ORDAINS:

Section 1. Article III, Domesticated Animals, of Chapter 5 Animals, Section 5-120, Definitions, is hereby amended to remove the references to horses and ponies:

ARTICLE III. DOMESTICATED ANIMALS**Sec. 5-120. Definitions.**

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

“Livestock:” Any domestic species of animal that is kept and raised for use as food or in the production of food, or in the operation of a farm, and is not (a) an exotic or vicious animal as defined in Section 32-252 of the Zoning Ordinance, or (b) a domesticated animal/pet as defined in Section 35-252 of the Zoning Ordinance, such as a dog, cat, or similar animal. Livestock shall include, but is not limited to, mules, donkeys, cattle, sheep, goats, buffaloes, swine, chickens, ducks, geese and turkeys.

Section 2 of Ordinance. Repealer.

All ordinances or parts of ordinances in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3 of Ordinance. Severability.

Should any section, subdivision, clause, or phrase of this ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

Section 4 of Ordinance. Savings.

Ordinance (ID # 1128)

Meeting of December 17, 2012

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they were commenced.

Section 5 of Ordinance. Effective Date.

The provisions of this Ordinance are ordered to take effect following publication in the manner prescribed by the Charter of the City of Farmington.

Section 6 of Ordinance. Adoption.

This ordinance is hereby declared to have been adopted by the Farmington City Council in a meeting thereof duly held and called on the ___ day of _____, 2012, in order to be given publication in the manner prescribed by the Charter of the City of Farmington.

Moved by _____ and supported by _____.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

Ordained this ___ day of _____, 2012, by the City Council of the City of Farmington.

TOM BUCK, Mayor

SUSAN K. HALBERSTADT, City Clerk
City of Farmington

STATE OF MICHIGAN)
)SS.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Farmington, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the ordinance adopted by the City Council of the City of Farmington at a meeting held on the ___ day of _____, 2012, the original of which is on file in my office.

SUSAN K. HALBERSTADT, City Clerk
City of Farmington

Introduced:

Ordinance (ID # 1128)

Meeting of December 17, 2012

Adopted:

Effective:

Published:

STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF FARMINGTON
ORDINANCE NO. C-768-2012

AN ORDINANCE TO AMEND CHAPTER 5, ANIMALS, OF
THE CITY OF FARMINGTON CODE OF ORDINANCES,
IN ORDER TO REVISE THE DEFINITION OF
LIVESTOCK TO REMOVE REFERENCE TO HORSES
AND PONIES

THE CITY OF FARMINGTON ORDAINS:

Section 1. Article III, Domesticated Animals, of Chapter 5 Animals, Section 5-120, Definitions, is hereby amended to remove the references to horses and ponies:

ARTICLE III. DOMESTICATED ANIMALS

Sec. 5-120. Definitions.

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

“Livestock:” Any domestic species of animal that is kept and raised for use as food or in the production of food, or in the operation of a farm, and is not (a) an exotic or vicious animal as defined in Section 32-252 of the Zoning Ordinance, or (b) a domesticated animal/pet as defined in Section 35-252 of the Zoning Ordinance, such as a dog, cat, or similar animal. Livestock shall include, but is not limited to, horses, ponies, mules, donkeys, cattle, sheep, goats, buffaloes, swine, chickens, ducks, geese and turkeys.

Section 2 of Ordinance. Repealer.

All ordinances or parts of ordinances in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3 of Ordinance. Severability.

Should any section, subdivision, clause, or phrase of this ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

Section 4 of Ordinance. Savings.

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they were commenced.

Section 5 of Ordinance. Effective Date.

The provisions of this Ordinance are ordered to take effect following publication in the manner prescribed by the Charter of the City of Farmington.

Section 6 of Ordinance. Adoption.

This ordinance is hereby declared to have been adopted by the Farmington City Council in a meeting thereof duly held and called on the ___ day of _____, 2012, in order to be given publication in the manner prescribed by the Charter of the City of Farmington.

Moved by _____ and supported by _____.

- AYES:
- NAYS:
- ABSTENTIONS:
- ABSENT:

Ordained this ___ day of _____, 2012, by the City Council of the City of Farmington.

TOM BUCK, Mayor

SUSAN K. HALBERSTADT, City Clerk
City of Farmington

STATE OF MICHIGAN)
)SS.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Farmington, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the ordinance adopted by the City Council of the City of Farmington at a meeting held on the ___ day of _____, 2012, the original of which is on file in my office.

SUSAN K. HALBERSTADT, City Clerk
City of Farmington

Introduced:
Adopted:
Effective:
Published:

Attachment: Amend City Code - Horses (1128 : Consideration to Introduce Ordinance C-768-2012 Amending Chapter 5 - Livestock)

Farmington City Council Staff Report

Council Meeting Date:
December 17, 2012

**Reference
Number**

Submitted by: Vincent Pastue, City Manager

Description: Consideration to Accept EVIP Grant for Information Technology Services with the City of Farmington Hills

Requested Action:

Move to adopt resolution to accept EVIP grant with the City of Farmington Hills to consolidate information systems.

Background:

This past July, the City of Farmington and Farmington Hills submitted an EVIP grant to the Michigan Department of Treasury that would allow Farmington to consolidate information technology services with the City of Farmington Hills. The Michigan Department of Treasury has approved the grant. The total project cost is \$200,000 with Farmington contributing up to \$70,000 for hardware replacement. These funds have been set aside for two years to replace almost all of the work stations and network hardware. This will be our contribution to the project. City Administration is requesting City Council to approve the attached resolution accepting the EVIP grant and general outline for the five-year service agreement. The cities must accept the grant before December 28.

Farmington has contracted its information technology services with an individual for the past 18 years. He has served the City well over the years but it is not his primary business. Given the complexity and security of today's information systems, greater and more immediate support is required. Farmington employees will receive the same tech support received by Farmington Hills staff. The collaboration will provide Farmington with a more robust e-mail system (Outlook) and stronger network with secured off-site data storage. Furthermore, the collaboration with Farmington Hills makes sense since they are already involved with many of the same state and county agencies: CLEMIS and LEIN for Public Safety, Oakland County Treasurer and Equalization for property tax collection, assessment data, and property records, and Oakland County Clerk and Michigan Secretary of State for election files.

The grant will cover expenditures to allow the consolidation of these services. This would include:

- communication and data links from Farmington City Hall and the Public Works Office to the Farmington Hills system;
- expand Farmington Hills off-site data storage to include Farmington;
- installation and programming of Farmington hardware to be compatible with the Farmington Hills system;
- software to allow Farmington Hills IT to trouble shoot problems remotely;
- training for Farmington staff with new system

Resolution (ID # 1132)

Meeting of December 17, 2012

- Farmington Hills staff will administer the system conversion. The project will likely include outside contractors performing the installation and programming work.

Other Considerations - This project has been discussed for a couple of years and was identified by both cities by resolution last December as a project for future collaboration. In addition, it has been part of the on-going dialogue with the Joint Task Force involving the Farmington Public Schools, City of Farmington Hills, and City of Farmington.

Financial Impact

1. The general outline for the service agreement identifies \$35,000 for the first year and an additional \$10,000 for the geographic information system (GIS) to be added later. Both of these costs are built into the Fiscal Year 2012-13 Budget.
2. The \$70,000 mentioned for desk top and network systems was in the prior year budget. It will be necessary to amend the Fiscal Year 2012-13 Budget and carry forward this capital expenditure.
3. In the past few months, there has been some discussion of soliciting an outside proposal regarding this service. Unfortunately, I was not able to secure one in a timely manner. However, I am comfortable that in the realm of larger well run cities such as: Farmington Hills, Novi, and Livonia, we are receiving value for this collaboration. I reviewed the budgets for the above referenced cities for their information system operating budgets; I excluded capital because this can fluctuate from year-to-year. As you will see Farmington will be spending less per capita for essentially the same basic services.

Cost	Budget	Population	Per Capita
Farmington	\$ 60,000	10,372	\$ 5.78
Farmington Hills	\$600,000 (approx)	79,740	\$ 7.52
Livonia	\$789,178	96,942	\$ 8.14
Novi	\$675,180	55,224	\$12.23

Agenda Review

Review:

Vincent Pastue Pending
City Manager Pending
City Council Pending

RESOLUTION NO. (ID # 1132)**A RESOLUTION OF THE FARMINGTON CITY COUNCIL ACCEPTING AN EVIP GRANT WITH THE MICHIGAN DEPARTMENT OF TREASURY TO CONSOLIDATE INFORMATION SYSTEM SERVICES WITH THE CITY OF FARMINGTON HILLS.**

WHEREAS, the cities of Farmington and Farmington Hills submitted a grant application with the Michigan Department of Treasury thru the EVIP program to provide financial assistance to consolidate information technology systems; and

WHEREAS, the grant application has been approved by the Michigan Department of Treasury for the project with Farmington contributing up to \$70,000; and

WHEREAS, the City of Farmington Hills will be responsible for all facets of administering the grant and project implementation; and

WHEREAS, the information technology system consolidation has been discussed for the past two years and was identified by both cities by resolution in December 2011 as a project for future collaboration; and

WHEREAS, the project has also been part of the on-going dialogue with the Joint Task Force involving the Farmington Public Schools, City of Farmington Hills, and City of Farmington; and

WHEREAS, an outline regarding an interlocal agreement has been prepared that will need to be formalized and adopted by the two city councils at a later date; and

WHEREAS, it will be necessary to approve a budget amendment in the amount of \$70,000 in the General Fund which would carry forward unspent appropriations from the previous fiscal year for computer hardware and software upgrades.

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council hereby accepts participation in the Michigan Department of Treasury EVIP Grant for consolidation of information technology system services with the City of Farmington Hills.

BE IT FURTHER RESOLVED that the City Attorney is directed to prepare an interlocal agreement for the information technology services based on the attached outline.

BE IT FURTHERE RESOLVED that Budget Amendment No. 2 is hereby approved appropriating \$70,000 from fund balance to the grant and project implementation.

Proposed Framework for Interlocal Agreement to
Provide Information Technology support services to the City of Farmington

1. Initial Agreement Duration – 5 years
2. Agreement Renewal – automatically renews each year with the compensation to increase by the rate of the Consumer Price Index (CPI) or 2% whichever is less.
3. Termination – Either party may terminate the agreement by providing at least twelve (12) months notice.

4. Annual Compensation

Year 1 - \$35,000 with GIS \$45,000
Year 2 - \$35,700 with GIS \$45,900
Year 3 - \$36,400 with GIS \$46,900
Year 4 - \$37,150 with GIS \$47,750
Year 5 - \$37,900 with GIS \$48,700

Payment will be made annually, in advance on the contract renewal date.

5. Scope of Services – Provide Information Technology services to include network software, hardware support, desktop software, hardware support, installation coordination, direct and indirect peripheral support for printers, copiers, scanners and wireless/mobile phones.

Scope not included at this time; website maintenance/support, intranet, GIS (optional), electronic poll books (EPB's), telecommunications, mobile data terminals (MDC's), security systems, radio equipment and in-car video systems

6. Equity and Assets – Ownership/equity of assets and information will remain with each city based upon where it is maintained.
7. Licensing, Certification, Permits – To be maintained by each entity based upon where the item is maintained.
8. Equipment – The City of Farmington Hills will advise the Farmington main point of contact regarding maintenance of the equipment. The City of Farmington Hills will provide both remote and on site assistance for support but may recommend various third party companies for support consistent with their own network practices.
9. Hold Harmless and Indemnification Clause – TBD
10. Severability Clause – TBD

**Farmington City Council
Staff Report**
Council Meeting Date:
December 17, 2012

**Reference
Number**
Submitted by: Vincent Pastue, City Manager

Description: Consideration to Advance Funds to the Downtown Development Authority to Purchase Property

Requested Action:

Move to adopt resolution advancing the Downtown Development Authority up to \$100,000 toward the purchase of the property in Downtown Farmington

Background:

The Farmington Downtown Development Authority Board of Directors authorized their Executive Director to enter into a purchase agreement with Farmington Development Group, LLC for the remaining undeveloped land with the Orchard Condominiums. The intent of the DDA is to acquire the property and solicit proposals from developers to provide additional housing in Downtown Farmington and expand the tax base. The resolution is to provide the advance through June 30, 2013 which may be extended by the DDA for an additional six months if the property has not been sold. Given the low rate of investment earnings in the short-term market, City Administration is recommending a 2% interest rate.

City Attorney Tom Schultz is working with DDA Executive Director Annette Knowles regarding the terms of the purchase agreement and necessary due diligence. Once acquired, Ms. Knowles and Economic and Community Development Director Kevin Christiansen will develop a request for proposals and make contacts with developers regarding this opportunity.

Agenda Review
Review:

Vincent Pastue	Pending
City Manager	Pending
City Council	Pending

RESOLUTION NO. (ID # 1133)**A RESOLUTION OF THE FARMINGTON CITY COUNCIL PROVIDING THE FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY A \$100,000 CASH ADVANCE TOWARD THE PURCHASE OF LAND.**

WHEREAS, the Farmington Downtown Development Authority (DDA) has authorized their executive director to enter into a purchase agreement with the Farmington Development Group, LLC to acquire the remaining undeveloped portion of land associated with the Orchard Condominiums; and

WHEREAS, it is the intent of the DDA to acquire the property and then solicit proposals from developers to construct additional housing on the remaining parcel of land; and

WHEREAS, the proposed is deemed appropriate by the City and DDA because the goal will be to provide additional residents in the Downtown area to support local business and to expand the tax base; and

WHEREAS, the Farmington DDA does not have sufficient undesignated cash reserves to make the acquisition at this time; and

WHEREAS, City Administration is recommending that the City Council provide an advance to the DDA in an amount not to exceed \$100,000 toward this acquisition; and

WHEREAS, City Administration's recommendation is based on the likelihood that the DDA will be able to secure a purchaser with an improved development plan within six months or incorporate the purchase as part of a long-term debt obligation to be issued in the spring of 2013; and

WHEREAS, City Administration is recommending an interest rate charge of 2% given that current short-term investment earnings rates are extremely low.

NOW, THEREFORE BE IT RESOLVED that the Farmington City Council hereby authorizes \$100,000 to be advanced to the Farmington DDA toward the purchase of the undeveloped Orchards Condominium property.

BE IT FURTHER RESOLVED that the advance is provided through June 30, 2013 which may be extended by the DDA for an additional six months if the property has not been sold.

BE IT FURTHER RESOLVED that the DDA shall pay an annual interest rate of 2% commencing the date of the cash advance until it has been repaid.

**Farmington City Council
Staff Report**
Council Meeting Date:
December 17, 2012

**Reference
Number
(ID # 1134)**
Submitted by: Vincent Pastue, City Manager

Description: Board and Committee Appointments

Requested Action:

Appointments on the various Boards and Committees

Background:

The Planning Commission and the Corridor Improvement Authority each have a vacancy as a result of resignations. City administration received applications from individuals interested in serving on each of the commissions.

Patrick Thomas is interested in serving on the Corridor Improvement Authority (CIA). Mr. Thomas would complete a one year term as a resident representative on the CIA replacing Kim Everett Thompson.

Steve Schneemann is interested in serving on the Planning Commission. Mr. Schneeman will complete the term served by Kevin Christiansen who is now the Economic & Community Development Director for the city.

If City council has no objections, administration recommends appointment of these individuals to the respective Commission/Board and terms as indicated:

Corridor Improvement Authority

Patrick Thomas 12/18/2012 - 3/31/2013

Planning Commission

Steve Schneemann 12/18/2012 - 6/30/2015

Agenda Review
Review:
Vincent Pastue Pending
City Manager Pending
City Council Pending