



Regular City Council Meeting
7:00 p.m., Monday, August 20, 2018
City Council Chambers
23600 Liberty Street
Farmington, MI 48335

REGULAR MEETING AGENDA

1. **ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENT**
4. **APPROVAL OF ITEMS ON CONSENT AGENDA**
 - A. **Accept minutes from City Boards and Commissions**
 - B. **Farmington City Council minutes**
 - C. **Farmington Monthly Payments Report**
 - D. **Farmington Public Safety Monthly Report**
 - E. **Resolution to adopt the Oakland County Hazard Mitigation Plan**
 - F. **Approval of sub-recipient agreement to receive federal funding for task force officer overtime costs**
 - G. **Business Associate Agreement with Plante & Moran**
5. **APPROVAL OF REGULAR AGENDA**
6. **PRESENTATION/PUBLIC HEARINGS**
 - A. **Presentation of Accreditation Certificate to the Public Safety Department by the Michigan Association of Chiefs of Police**
7. **NEW BUSINESS**
 - A. **Special Event Application: Essential Family Chiropractic, 2nd Annual Hero Back to School Bash**
 - B. **Consideration to appoint a delegate for the Annual MML Convention September 20-22**
 - C. **Consideration to amend section 5.10(a) of the Traffic Control Order – Prohibited Parking on Gill Road.**
 - D. **Consideration to approve purchase of Badger water meter software, hardware, training and license fees**
 - E. **Consideration to approve purchase of replacement water meters**
 - F. **Consideration to approve SLC Meter Service to install ¾ inch & 1 inch water meters**
 - G. **Consideration to approve change order no. 1 & 2, and construction estimate No.1, for the Farmington DPW wall repair & roof replacement project.**
 - H. **Consideration to approve purchase of Zero Turn Lawn Mower**

- I. **Consideration to amend the City Fee Schedule – Cemetery and Business License, Permit and Registration Fees**
- J. **Resolution regarding intergovernmental agreement between the city and the DDA**

8. DEPARTMENT COMMENT

9. CITY COUNCIL COMMENTS

10. CLOSED SESSION – CONFIDENTIAL CORRESPONDENCE FROM CITY ATTORNEY

11. ADJOURNMENT

Farmington City Council Staff Report	Council Meeting Date: August 20, 2018	Item Number 4A
Submitted by: Melissa Andrade		
<u>Agenda Topic:</u> Accept Minutes from City's Boards and Commissions		
CIA: July 2018 DDA: July 2018 Historical: June 2018 Parking: June 2018 Planning: July 2018 ZBA: July 2018 Library: July 2018 Commission on Children, Youth and Families: May 2018 Emergency Preparedness Committee: June 2018		

**CITY OF FARMINGTON
GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY
MINUTES
July 12, 2018**

CALL TO ORDER

The Farmington Grand River Corridor Improvement Authority meeting was called to order at 8:05 a.m. by Economic and Community Development Director Christiansen.

Members Present: Accettura, Bowman, Carron, Graham, King, O'Dell
Members Absent: Thomas
Staff: Christiansen, Murphy
Audience: Jeffrey Scott, Jeffrey A. Scott Architects

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

- A. Motion by Bowman, supported by Carron to approve the May 10, 2018 minutes. Motion approved unanimously.

ADOPTION OF 2018/2019 BUDGET

Motion by Carron, supported by O'Dell to adopt 2018/2019 budget. Motion approved unanimously.

REVIEW AND DISCUSSION OF THE WINERY, 31505 GRAND RIVER AVENUE

Christiansen reviewed with the Board the Grand River Corridor Vision Plan, the Orchard Lake Focus Area, and the plan's vision for redevelopment of The Winery and this portion of Grand River. Jeffrey Scott discussed his and his development group's interest in acquisition and redevelopment of The Winery and The Winery property.

PUBLIC COMMENT

None.

BOARD COMMENT

None.

ADJOURNED AT 9:15 a.m.



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes
Wednesday, July 11, 2018
Farmington City Hall

The July 11, 2018 meeting was called to order by Todd Craft at 6:06 p.m.

1. ROLL CALL

PRESENT: Tom Buck, Stephanie Clement, Todd Craft, Rachel Gallagher (arrived late at 6:23 p.m.), Kathy Griswold, Sean Murphy, Steve Schneemann, and Micki Skrzycki

ABSENT: Tom Pascaris

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

2. APPROVAL OF ITEMS ON CONSENT AGENDA

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

- a. Financial Report
- b. Minutes: June 6 2018 Meeting

Motion carried 7-0-2.

3. APPROVAL OF REGULAR AGENDA

Motion by Schneeman, seconded by Skrzycki to approve the July 11, 2018 agenda as presented.

Motion carried 7-0-2.

4. PUBLIC COMMENT

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

Kate Knight read a letter to the DDA Board submitted by Bill Galvin, requesting the Board add a regular agenda item discussing downtown parking and traffic. Galvin argued the DDA's conversation on the topic would aid the Parking Committee's discussion and offer fresh ideas.

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

5. FINANCIAL SNAPSHOT

Kate Knight presented the Financial Snapshot to the Board and opened the floor for discussion. Knight explained that several items from last fiscal year had to be reallocated to the current fiscal year (18-19).

6. EXECUTIVE DIRECTOR UPDATE

Economic Development

Knight met with the new owners of the Downtown Farmington Center property and inquired about the potential for public art and placemaking in the Fitness 19/Fresh Thyme alley. The new owner, Glen Una, appeared open to the idea and to collaborating with the DDA. Glen Una purchased all of Kimco's real estate in Farmington and the sale is slated to close in September.

Samurai and MTC are going through a site plan review at the Planning Commission meeting on August 13.

Downtown Farmington had the largest showing out of all participating communities at the Zing Training on July 9 with six merchants in attendance. Tom Buck and Stephanie Clement both attended. The Zing Training is a two-workshop event with the next one happening on July 16.

A merchant meeting with the DDA and Mainstreet Oakland County will be held at the Civic Theater in the morning during the week of July 23. Date TBD.

Public Art

Three David Barr sculptures were installed on Friday, July 6. There was an opening with the contractor to get them installed during their busy season so Knight jumped at the opportunity. However, signage was not prepared yet and so many children were climbing on them so DDA staff is working on getting "PLEASE DO NOT TOUCH" signage created and installed before Founders Festival. A sculpture ceremony commemorating the pieces will be held on Wednesday, July 11 at 3 p.m. in Riley Park. Representatives from Farmington DDA and Public Art Committee, Farmington City Council, City of Novi staff and council, Villa Barr, and the public will be invited. DDA staff will look into applying for a public art award to recognize this effort and the impact of the Public Art Blueprint.

The first location for the mural was recently denied by the building owner due to artistic differences so the Public Art Committee is considering a new location and working with Tom Hanawa, owner of the CVS building. The mural will be made on an aluminum composite material and then installed onto the building wall. This will ensure minimal impact to the building's façade as well as mobility if the mural needs to be moved to an alternative location in the future. DDA staff will be applying to a Flagstar grant to supplement the cost of the mural.

Repairs and Maintenance

Various repairs and maintenance are being done around downtown in preparation for the Founders Festival. The wood benches are being restored by DPW on a rolling basis.

7. COMMITTEE UPDATES

a. DDA Public Art Committee

See “Executive Director Update.”

b. DDA Communications Committee

A survey regarding the website construction was circulated to the DDA Board, however, due to low response and scheduling issues with Revize, DDA staff pushed the kick-off meeting back. Any feedback received from this survey or in other formats from the DDA Board is being shared with Revize. DDA staff will work to reschedule the kick-off meeting in August.

8. RESOLUTION IN SUPPORT OF MTC DEVELOPMENT

Kate Knight, Tom Buck, and Micki Skrzcki, drafted a letter in support of the MTC development to share with the Board after discussions at the last DDA Board meeting in June. The Board reviewed the letter as a group and made several recommendations and advised Knight, Buck, and Skrzcki to make the suggested changes and email the revised draft out to the group and the City Attorney for a final review. This letter will be submitted to the Planning Commission.

Motion by Skrzycki, seconded by Schneeman to switch item (9) and item (10) on the Regular Agenda.

Motion carried 8-0-1

9. MAIN STREET TECHNICAL VISIT: ISSUE MEDIA

Chris Halas, Design Committee member, presented a new idea to the Board. Halas is a digital marketing professional and would assist the DDA in spearheading the creation of an internal news channel with the help of Metro Mode and Issue Media. Halas and Knight were recommended the idea through Oakland County Main Street. Halas argued that creating the news channel will allow the DDA to articulate its brand and build a community presence. It will also help generate content for the website and other social channels and be an opportunity for the DDA to have control over the downtown conversation. Halas would like to launch this news channel in time for Harvest Moon. To initiate the process, the DDA would need to draft a content calendar and be actively seeking stories.

The Board agreed this would have a large impact on staff time, but could positively impact the downtown and enhance DDA communications. The Board advised staff and Halas to meet with Metro Mode and Issue Media and discuss the idea further.

10. RENEWAL OF ART ON THE GRAND CONTRACT

The Board reviewed a contract agreement submitted by Farmington Hills Special Services for Art on the Grand. Knight explained the terms are all the same, however, there is a bump in the marketing budget from \$5000 to \$6000. The contract is a three-year agreement.

Motion by Buck, seconded by Schneeman to approve the Art on the Grand contract as submitted by Farmington Hills Special Services.

Motion carried 8-0-1

11. CLOSED SESSION – PROPERTY ACQUISITION

Motion by Buck, seconded by Clement to move into the Closed Session regarding Property Acquisition at 8:01 p.m.

Motion carried 8-0-1

Motion by Gallagher, seconded by Buck to move out of the Closed Session regarding Property Acquisition at 8:15 p.m.

Motion carried 8-0-1

Motion by Gallagher, seconded by Griswold to empower DDA staff to move forward with the items discussed during the Closed Session regarding Property Acquisition.

Motion carried 8-0-1

12. OTHER BUSINESS

Knight provided an Oakland Street project update. OHM is reconfiguring the Masonic Hall parking lot and moving a curb. The new site plan will be reviewed at the next Design Committee meeting.

13. BOARD COMMENT

Tom Buck encouraged the DDA Board to host its own version of the Zing Training workshop using a packet from Zing Train. Buck thinks the training could benefit all business owners in the downtown. Knight echoed Buck's positive remarks sharing Browndog Barlor's feedback that it helped them improve their social media strategy.

Steve Schneeman commented in regards to the MTC development. Schneeman is in support of higher density residential development but wants to make sure that these developments are high quality. In his opinion low quality development will reflect poorly on the community as a whole and new developments need to support Farmington's upward trajectory.

Todd Craft suggested the Board consider extending Lydia Macklin-Camel's weekly hours with the DDA in order to assist Kate Knight with the website launch and the Metro Mode project. The Board advised Knight to bring a new budget back to the August meeting to discuss this staffing change further.

14. ADJOURNMENT

Motion by Buck, seconded by Clement to adjourn at 8:28 p.m.

Motion carried 8-0-1.

Respectfully Submitted,

Lydia Macklin-Camel
Staff, Farmington DDA

The next regular meeting will be held at 6:00 p.m. on Wednesday, August 1, 2018, in the conference room at Farmington City Hall.



**Historical Commission Regular Meeting
7:30 p.m., Thursday, June 28, 2018
Conference Room
23600 Liberty Street
Farmington, MI 48335**

**HISTORICAL COMMISSION REGULAR MEETING MINUTES
June 28, 2017**

1. Call to order 7:30 pm.
2. Roll call - absent Westendorf, Bernath, Grattan
3. Approval of agenda - moved Gundlach, seconded Schroer, passed
4. Public Comment - none
5. Approval of minutes – regular meeting of May 24, 2017 - moved Gundlach, seconded Schroer, passed
7. Financial report - accepted
8. Warner Mansion activities - June Jazz porch party a success. July 19 porch party on Thursday night before the Founder's Festival will be a sing-along. Need help for flea market setup Wednesday, July 18, at 5:00 pm. Flea market Friday and Saturday (no petting zoo this year). Still accepting flea market donations. Leave on porch and bring on Wednesdays 1-5 when open for tours. Warnerettes will be in Founder's Parade. Historical Commission and Historical Society sponsors August 16 porch party with Peace Jubilee Brass Band. Mansion volunteers will provide catered food.
9. New Business - Annual report from Warner Mansion director Kim Shay - Six major fundraising events annually, plus ten community events. Over 3500 in attendance. Structural repairs completed, need to paint and make new screens for the back porch. Some Farmington branded items are available in the Warner Store; will now be permanently set up in the summer kitchen.

10. Old Business

Warner Mansion fountain is turned on. Water is running but still leaking out throughout the figure.

Laura is still correlating information for inventory of historic structures in Farmington. Getting updated assessment information from Oakland County and assembling house pages in Powerpoint.

Letter from the Commission in support of Senate Bill 469 and House Bill 5178 reinstating the homeowner historic rehabilitation tax credits needs to be approved by City Council. Janie will compose letter and send to David Murphy to forward on to the Council.

Slate of officers nominated last month (moved Gundlach, seconded Schroer) were elected - Laura Myers Chair, Chris Schroer Vice-Chair, Dan Westendorf Secretary, Tyler Leitow Treasurer.

11. Correspondence and communications - renewed Commission's membership in Michigan Historical Society.

12. Commission Comments - Redevelopment of the Maxfield Training Center is coming before the Planning Commission for public comment on Monday, July 9, at 7:00 pm. A few months ago the developer presented a plan to the Farmington School Board for 65 owner-occupied condos and got a price reduction. Now the plan has been changed back to 115 studio, one-bedroom, and two-bedroom apartments. Three buildings, 3 and 4 stories, surface parking in the middle of the complex, driveways on Thomas Street, no access to Shiawassee Park.

13. Adjournment 8:45 pm.

Meeting Minutes

Report Date: June 30, 2018
Meeting Date: June 20, 2018
Meeting Time: 7:00 PM
Location: Farmington City Hall
RE: Parking Advisory Committee Meeting, June 2018

Items:

1. **Roll Call** – Meeting called to order at 7:04 PM by Chairman Mante. Members Present: Councilman Galvin, Chairman Mante, Committee Member Halas, City Manager Murphy, Public Safety Director Demers
2. **Approval of Agenda** – Motion to approve by Galvin; Support by Halas
3. **Approval of May 2018 Minutes** – Motion to approve by Galvin; Support by Halas
4. **Public Comment** – No public in attendance
5. **Introduction of Newest Committee Member, Chris Halas** – Committee welcomed Halas who is a Farmington resident.
6. **Discussion to Determine the Economic Value of a Parking Space in the Downtown** – Councilman Galvin discussed information from book, “The High Cost of Free Parking”.
7. **Discuss Practice for Public/Private Partnership** – City Manager Murphy discussed the recent MOU executed between the City and Chemical Bank allowing public parking in their lot after business hours. There was discussion on plans to engage Chase Bank and Citizens Bank with a similar MOU.
8. **Discuss Ordinance to Increase Fines for Motorists with Multiple Parking Offences** – There was discussion about drafting and ordinance to increase fines or implementing a graduated fine schedule for repeat offenders. Director Demers will research data for a chart showing citations issued to repeat offenders. Director Demers will also look to comparable communities for examples of step-fine programs. This data will be shared at the July meeting.
9. **Public Safety Update** - Director Demers shared the parking citation report for the last 30 days. 27 citations were issued. 21 of 27 citations were issued to repeat offenders.
10. **Future Items for Discussion** – The group discussed topics mentioned in Item 8.
11. **Committee Comments** – Councilman Galvin congratulated Halas on his first meeting as a committee member
12. **Adjournment** – Motion to adjourn by Councilman Galvin; Support by Halas.

FARMINGTON PLANNING COMMISSION PROCEEDINGS
City Council Chambers, 23600 Liberty Street
Farmington, Michigan
July 9, 2018

Chairperson Crutcher called the Meeting to order at 7:00 p.m. at City Council Chambers, 23600 Liberty Street, Farmington, Michigan, on Monday, July 9, 2018.

ROLL CALL

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

A quorum of the Commission was present.

OTHER OFFICIALS PRESENT: Director Christiansen, Recording Secretary Murphy

APPROVAL OF AGENDA

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

Chairperson Crutcher stated that anyone who wishes to participate in Audience Communication should fill out a form and hand it to Recording Secretary Murphy who will give it to the Chair to call that person up.

APPROVAL OF ITEMS ON CONSENT AGENDA

- A. June 11, 2018 Minutes
- B. June 25, 2018 Minutes

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

REQUEST TO SCHEDULE PUBLIC HEARING – SAMURAI STEAKHOUSE RESTAURANT, 32905 GRAND RIVER AVENUE

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

Christiansen stated this item is a request to schedule a Public Hearing with the Planning Commission for a proposed PUD, Planned Unit Development, for the redevelopment of the former Ginger's Café site located at 32905 Grand River Avenue in the Central Business District. Article X, PUD, Planned Unit Development, Section 35-135 through procedure of the Zoning Ordinance requires that a Public Hearing to review the requested PUD and concept plan be scheduled in accordance with the Michigan Zoning Enabling Act.

The Applicant has submitted a PUD concept plan for the redevelopment of Ginger's Café, again located at 32905 Grand River Avenue, which was reviewed by the Planning Commission at the June 11, 2018 meeting and minutes of that meeting are attached with your staff report.

The Applicant is requesting the Planning Commission this evening to schedule a Public Hearing to be held at the August 13, 2018 meeting to review the conceptual preliminary PUD plan.

MOTION by Majoros, supported by Chiara, to schedule the required Public Hearing for the Samurai Steakhouse Restaurant, 32905 Grand River Avenue, at the August 13, 2018 Planning Commission meeting.

Motion carried, all ayes.

PUBLIC HEARING AND REVISED CONCEPTUAL/PRELIMINARY PUD PLAN REVIEW – AC ACQUISITIONS, LLC, MAXFIELD TRAINING CENTER, 33000 THOMAS STREET

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

Director Christiansen stated this item is a Public Hearing and revised conceptual/preliminary PUD plan review with the Planning Commission on a proposed PUD planning and development plan for the redevelopment of the former Maxfield Training Center.

At the March 13, 2017 Planning Commission meeting the Commission held a preapplication conference, a discussion and review with the Applicant on a proposed PUD Planned Unit Development concept plan for the redevelopment of the former Maxfield Training Center. A copy of the minutes from that meeting are attached with your staff packet.

The Planning Commission scheduled and held the required PUD Public Hearing at the April 10, 2017 meeting as requested. A copy of those minutes from that meeting are also attached with your staff packet.

A second Public Hearing was held at the May 8, 2017 Planning Commission meeting, minutes from that meeting are also included.

The Applicant, AC Acquisitions, LLC, of Farmington Hills, Michigan, has submitted a revised conceptual preliminary PUD plan for the redevelopment of the former Maxfield Training Center site. The revised plan includes a conceptual preliminary site plan,

preliminary proposed floor plans, preliminary proposed building elevations and a preliminary proposed landscape plans. Also attached with your staff report and packet are aerial photos and surveys of the site. The following additional information is also attached: The PUD site plan, planning/conceptual plan review letter from OHM Advisors dated July 3, 2018; a PUD site plan engineering conceptual design review letter from OHM Advisors dated July 3, 2018. The Applicant is in attendance this evening at tonight's meeting to present the conceptual PUD plan to the Commission.

Chairperson Crutcher thanked Christiansen and called the Applicant to the podium.

David Cohen, representing AC Acquisitions, came to the podium. He spoke about the company's background and some recent developments that they have done,

He indicated the Maxfield Training Center site is very interesting to them as it is an urban core which is something that they look for in a lot of their developments, where people want to live, to stay in urban settings where they have walkability and access to retail shopping and food.

He stated the site is rectangular in site and is approximately three acres and what they are proposing are three buildings that comprise a total of 115 units. In an effort to maintain the urban feel of the downtown Farmington, two of the buildings will be very close to the street on Warner and the back building will be at the back end of the site which will allow views overlooking the park and the landscaping on the back side of the site. What they didn't want to have was the feeling of a large asphalt parking lot in an urban area and that is how the plan evolved.

In addition he indicated they have a robust landscape plan that provides a lot of landscape for not only along the front end of the property in addition to a pathway that will be landscaped and lit which allows public access to the park.

The property will consist of 115 units ranging from studios all the way up to two bedrooms, with square footages running from 450 square feet up to 993 square feet. This will offer a lot of different living options for many different types of people, whether there's a roommate situation, couples, married people, single people and also allow the ability to offer a wider range of pricing options that multiple income levels can also live in this property. He stated their goal was to create in an urban area that allows multiple income types and people at different places in their lives which most urban areas have.

The units will include large windows. He pointed out the front, back and side elevation of one of the buildings on the screen, indicating they are four story buildings with surface level parking, ample parking where there is at least one parking spot for every bedroom

within the development. The units will have large windows to allow natural light, gourmet kitchens, high end fixtures, an open, efficient modern floor plan with washers and dryers in every single unit which he things will provide a very nice living environment for people who want to live in downtown Farmington.

He indicated the floor plans are very efficient, there aren't a lot of wasted corridors or walls, they are open floor plans which maximize the living area for the residents' enjoyment.

He stated that that is a good overview of what they're proposing on the site and thanked everyone for their time.

Chairperson Crutcher thanked the Applicant for his presentation.

He then called Matt Parks from OHM Advisors to the podium to discuss the engineering report prepared by his firm.

He stated that this being a conceptual site plan they will be doing a brief overview of what they find and that detail will be better described in the next phase.

He indicated the letter is broken up into site plan comments and some preliminary detailed engineering comments. In general he stated there were no major showstoppers from an engineering standpoint. He indicated they've been through the site before as far as utilities, water, sewer, storm water, road access and the developer did a fairly good job of laying things out, however they did find a couple items pertaining to circulation, trash receptacles and general auto turn templates that need to be attended to.

One of the big things that stood out is that they would like to look to the Applicant to improve on is the proposed connection or lack thereof in the plan for the church parking lot on the west side. Right now the Applicant has just shown the improvements on their property and bifurcating the church parking lot and they felt there needs to be an effort made to look into how to maximize or ways to improve that space, further buffering to the west and just helping the general circulation and he feels there needs to be some coordination that needs to happen with the parking lot on the west side.

Utilities were in generally good shape, the Applicant did a good job in laying out both water, sanitary sewer as well as storm water management, the Applicant shows an extensive detention system on site underground, that storm water is collected, detained and then released at a restricted rate to the City's storm sewer south which will prevent any storm water runoff going to the north, that there are ongoing erosion issues to the north.

Parks stated he did make a recommendation that the Applicant look at looping the water main a little bit different, that there is a potential opportunity to extend the looping a little further and extend it to the existing water main on the east side.

He indicated the renderings did show a pretty good visual, that there are a lot of existing utility poles along Thomas Street in the frontage and he thinks need to be relocated and would be looking for more information on that.

As far as the pedestrian sidewalk, that they are looking for a little bit more defined walkways, that they are hoping as far as the public benefit and part of the community plan in general, a little bit more of an obvious connection to Shiawassee Park, and that it absolutely needs to be ADA compliant and more well defined and more pedestrian friendly.

He stated there are additional comments in their letter that are more detailed but that those are the high points.

Crutcher thanked Parks for his presentation.

Marguerite Novak, planner at OHM Advisors, came to the podium to discuss the site plan aspect. She stated there are some areas that need to be addressed according to the Zoning Ordinance. In terms of zoning, in general with a PUD designation and underlying zoning being Central Business District, the site plan generally meets requirements with the exception of a few minor discrepancies on the landscaping design and the building design as well as accessory structure design.

In terms of plan compliance, the largest point to be made here was compliance to the Downtown Area Plan, the Downtown Master Plan.

The proposed development supports the vision in terms of land use to the site as high density residential, but falls short of meeting the goals to improve the pedestrian orientation environment of the site.

The proposed layout includes the existing pedestrian connection already to Shiawassee Park but does not include accessibility enhancement to Shiawassee Park nor the connection to Riley Park that was outlined in the Downtown Area Plan and the Downtown Master Plan.

She stated that they would defer to the Planning Commission on the determination of all of the recognized benefit of the development and the comments in the letter are intended to provide direction to the Planning Commission.

Chairperson Crutcher thanked Novak and opened the floor to questions from the Planning Commission.

Majoros asked before they open the Public Hearing he would like clarification from Director Christiansen as to whether the Planning Commission would be moving something forward to Council tonight or what is the action required from the Planning Commission.

Director Christiansen replied the item before the Commission this evening is a two-part item, it is the presentation/consideration of a revised updated conceptual updated PUD plan submitted by the Applicant for consideration by the Planning Commission, that plan having been reviewed by City consultants, OHM Advisors, and they provide their engineering and planning review which is open for questions. The second part of the purpose of the item this evening is the required Public Hearing. The PUD Ordinance requires the third step in the PUD process in the City of Farmington, a Public Hearing be held. He stated a Public Hearing was held back in April 2017 requested by the Applicant. A second Public Hearing was held in May as well, the Applicant was not able to make that May meeting but it was held anyways and the Applicant agreed to have another Public Hearing and due to the substantive changes with respect to the revised, updated, conceptual PUD plans submitted by the Petitioner, another Public Hearing is required. So the second portion of this meeting is to hold that Public Hearing, to take public comment and at the end of that public comment there is no further action required this evening by the Commission. Those comments will be taken by the Commission, by the City, by the developer and continue then to move forward in the process but no action is required on the part of the Planning Commission this evening. It would at the end most likely a postponement of any further action to allow those comments to be considered and for re-engagement either at the next available meeting or at a date unspecified at this time.

Majoros stated that if there are enough substantive changes, is this going to require Public Hearings until eternity or when is it deemed that this needs to move forward.

Director Christiansen replied that there is an application submitted by the Petitioner to the City as required and the Commission considering that application can take action on that application when they feel that they want to because they deem it necessary. He stated this is the third step and this is the conceptual plan and Public Hearing and that the Commission can take action on the plan before you if you so choose and that the Planning

Commission's action on the preliminary plan would move forward to the City Council for their consideration and also their consideration of the draft PUD agreement. He stated again the purpose this evening is for Public Hearing as the second part and probably the primary and if the Planning Commission chooses to take action that is up to them, but there is no request for action this evening, just the Public Hearing.

Chairperson Crutcher then opened the floor for further questions from the Commissioners.

Perrot asked the Applicant if it was their intention to develop this site and then sell it or to develop it and then manage it.

Cohen responded that their primary goal would be to develop the property and then manage it and hold it for a long period of time, develop the property and place what they would call a permanent or long term debt on it at a level that could be serviced by the property's income and then hold it for, typically they hold properties for over a decade, would be their track record.

Majoros then asked if public comment would be taken first and then the Commission be allowed to question staff and develop and OHM.

Director Christiansen stated it might be more prudent for the Commission to ask questions right now with the developer and the consultants prior to the Public Hearing but that is totally up to the Commission.

Chairperson Crutcher stated he would like to open the floor for questions from the Commission first and then proceed with the Public Hearing.

Majoros asked the Petitioner to come to the podium and stated there is a lot of dialogue from the public about homes, condo versus apartment, and being the developer there is obviously a lot of economics behind what is being proposed and asked the Petitioner to give a succinct answer to the Commission and the public about how the economics work of apartment versus condominium and what you see in the market, why these aren't owned versus rented.

Cohen stated to address it from a highest and best use standpoint which is how they typically approach a development as far as what's the best thing we can put here, what's the highest and best use, the two products looked at were multi-family rental and condominiums for sale, and that was a discussion that was held with their advisors. After doing a lot of market research, they did feel either one would be successful at that location

but felt that the overall need and ability for long term success or lack of short term failure would be with a multi-family rental development.

Majoros asked if the Petitioner had any sense what his company is investing from today to when this project is done, what is the costs that will be invested in this project.

Cohen responded that the total cost would be between 14 and 15 million dollars.

Majoros then stated that from the May 2017 meeting until today, that the architectural style of the development has changed from a contemporary look to a more traditional, and what is the rationale for that change.

Cohen replied first of all that the scope of the development changed drastically as they were looking to do a large parking structure and building on top of that, and when they came back with this plan the main reason for this change of the architectural design was actually due to some of the public comments received at that meeting where there was a lot of expression of trying to mix in better with the existing product type in the historic neighborhood so the main purpose of that was to fit in with the neighbors.

Majoros asked if he felt that architectural style would be a help or a hindrance in getting occupancy and Cohen stated he felt it plays a part, that the design of any building plays a part in what occupants are looking for. Some of the color schemes and material used in the renderings showcased today were preliminary, that they are still working through some of the color issues and so forth. Cohen went on to state from an exterior point of view, it certainly has a little more traditional feel sitting with the properties but the interior is going to have a very modern layout, high ceilings, big windows, that he thinks will be very attractive to many different renters.

Majoros asked if there had been any consideration given to the previous public comment concerning the step down from residential one to two-story homes to now four-story, was there any consideration given to that or was it just did not work economically for the developer, that there couldn't have been a larger structure bordering the existing apartments which are five-stories or maybe a two-story at the further end to have a more harmonious blend to what abuts it on the west side.

Cohen asked for clarification of Majoros' question.

Majoros then asked instead of all four-story, could there have been some esthetic step down so that as it sits on the far west side where you've residents and buildings that are one to two-story, you wouldn't have the perceived big monolithic structure over here and then something else right next to it.

Cohen replied that they could have designed the building that had step down which they consciously did not partially in an effort to give it an urban feel, an extension of the downtown, part of the PUD was systemized behind that.

Kmetzo asked Cohen if he had received a copy of the OHM reports and he replied in the negative.

Kmetzo then asked Christiansen if they would be provided a copy of the OHM letters and he responded that their consultants were given a copy and that was shared with them when it was completed and when it was distributed.

Kmetzo wanted to know if any of the recommendations in those letters had an impact on the developer's plans and decisions to be made.

Cohen responded the main takeaway specifically was enhancing the path back to the park, that that is something they do intend to implement, make it ADA compliant and well-lit and landscaped because it's important for the entire community that there is a quality passage of access from that side of the property to the park and doing it in a way that it's more difficult for them to put that right through the middle of their site plan, so putting it on the end allows them to maintain the integrity of the development without having a walking path going right down the middle. But certainly elaborating more on the specific lighting, signage, landscaping, benches that will go along that path is certainly something they will incorporate into further development of their site plan.

Chairperson Crutcher stated that this is conceptual at this point and Cohen replied that they will look to their landscape architect to see exactly where they are placing exactly benches and lights on the path and will probably increase the scope of it to help everybody in providing quality access to the park.

Crutcher then stated that the parking issue with the church lot is not incorporated into the concept plan and Cohen replied that is correct, that the site plan presented today is solely focusing on the land that they're acquiring, not taking into account any landscape additions to their property. Typically they will do some sort of joint landscape divider providing an esthetically pleasing dividing structure, whether it be landscaping, what has to be done with neighboring properties, but that they haven't approached that yet with the church and that they will do so to make sure the transition looks the way it should.

Crutcher stated that that is an opportunity if those things are combined, that that may help alleviate some of the traffic concerns that are coming up.

Cohen agreed and stated they would want to meet with the church to discuss that further.

Crutcher asked if this is going to be a market rate development and Cohen replied correct, 100 percent.

Gronbach stated that before this moves forward the circulation plan should be looked at in much more detail and that this is the first time they have seen the consultants' comments and they really haven't had a chance to sit down and go over the drawings either, that this was a general presentation and typically a developer would present the plans that the Commission would go over in much more detail and specifically with regard to the parking and the circulation.

Crutcher stated that and in addition to the connection with Shiawassee Park.

Majoros stated that the assumption is that would be a lot of discussion with the City just about not just the church parking lot but Warner Street, you know a lot of the public comment from before was about traffic flow and has there been a more formal parking study. He said looking at this as a distinct property, look at the church parking lot, look at Warner, look at comments, look at school, look at flow, you could do one-way, I assume these are all things that are questions for the public about traffic flow or safety and parking. And you assume that you get to the point where it is ready for more in depth study that there would be a look at parking and traffic flow in a more aggregate look is what I think I would want to see and I think what the public would want to see as well.

Crutcher asked if there were any more questions or comments from the Commissioners.

Waun stated that with the parking and using Descharmes as an example of this, your one bedroom and your loft apartments, can you give us any data or statistics on how many residents there would be per unit. I would imagine the lofts would be a single person with one car, so something that could alleviate the concerns over parking.

Cohen responded that typically they look at it as one bedroom per person so obviously in some cases you could have a one-bedroom unit with two people sharing one bedroom and then there are cases where you have a person with a two-bedroom unit and is there alone, and maybe has a home office or something. And typically we see numbers like that cancel each other out and end up with about one person per bedroom. And we have more parking spaces on our site than we have bedrooms. So in our opinion we have ample parking on our site for any potential resident that would be living in our building. In addition to that with a development like this where parking is a little bit tight and you don't have acres to put additional parking and no one would want that on this site, we also have assigned parking so every unit will have an assigned spot so they'll be tracked and then we do have approximately 32 carports that we do offer some covered parking options. You lose some parking spots when you put in carports, that's why we didn't make the

entire parking lot a carport, we wanted to be able to maximize the amount of parking we had.

Chairperson Crutcher then asked that he is assuming some of the parking would be available for visitors and Cohen responded yes, there will be some additional parking for visitors.

Crutcher then asked if any of that would be available to the public and Cohen responded the on-site parking is not meant for individuals who are not either a guest or resident of the building. There is not a mechanism in place today to necessarily police that. There are parking spots but we want to make sure that we offer our residents and their guests parking.

Crutcher asked if part of the Applicant's calculation included on street parking and Cohen responded that none of their parking numbers took into account on street parking.

Crutcher then stated that the church parking lot as well as the Maxfield Training Center are being used by the public and that is our existing parking situation.

Cohen replied that parking has been a big discussion with this development.

Crutcher stated that parking and traffic is going to be an issue.

Cohen responded that one thing he can say is that in their original development plan they had over 200 units so from a traffic standpoint, cutting down the amount of bedrooms and people living there should decrease the traffic in that area substantially.

Crutcher then suggested addressing the connection with the church parking lot may be another way to alleviate the problem with parking.

Chairperson Crutcher then asked if there were any further comments or questions from the Commission. Hearing none, he asked if there was a motion to open the Public Hearing.

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

(Public Hearing opened at 7:40 p.m.)

PUBLIC HEARING

The following people spoke at the Public Hearing against the project:

Donald Munter, 33309 Oakland, Farmington, Michigan
Doug Gress, 42912 Cardinal Way, Novi, Michigan, representing First United Methodist Church.
Joyce Hagen, 24091 Tana Court, Farmington, Michigan
Rick Gundlach, 23700 Warner, Farmington, Michigan
David Judge, 23708 Warner Street, Farmington, Michigan.
Jill Keller, 23617 Warner, Farmington, Michigan.
Kathy Steinke, 33221 Shiawassee, Farmington, Michigan
Jane Gundlach, 23700 Warner, Farmington, Michigan
Chris Schroer, 23620 Warner, Farmington, Michigan
David Simowski, 23625 Warner Street, Farmington, Michigan.
Cathy Rozenberg, 33218 Oakland Avenue, Farmington, Michigan
Greg Collins, 33632 State Street, Farmington, Michigan

The following people spoke at the Public Hearing in favor of the project:

Susan Lightner, 34503 Lytle, Farmington Hills, Michigan
Tom Buck, 23848 Whittaker, Farmington, Michigan
Dr. Natalie Nedanovski, 23334 Farmington Road, Farmington, Michigan

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

(Public Hearing closed at 8:45 p.m.)

Chairperson Crutcher declared the Public Hearing closed.

Director Christiansen stated that there is no further action being sought by the Planning Commission this evening and what is most prudent for the Planning Commission to move to take no further action or to postpone further action on the proposal to the next available meeting and/or date uncertain.

MOTION by Majoros, supported by Kmetzo, that the Planning Commission postpone any further activity on the Maxfield Training Center until a further meeting can be formally scheduled at the next meeting or subsequent thereto when staff and City feel it's appropriate, and would also add that as we did as the May 2017 Planning Commission meeting, acknowledge the comments made by the public at the hearing today, that

responses will be prepared that are either from OHM, from staff or from the developer, so that the Planning Commission can either agree to move forward or deny this project.
Motion carried, all ayes.

PUBLIC COMMENT

None heard

PLANNING COMMISSION COMMENTS

None heard.

ADJOURNMENT

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

The meeting was adjourned at 8:47 p.m.

Respectfully submitted,

Secretary

BOARD OF ZONING APPEALS MINUTES

A regular meeting of the Farmington Board of Zoning Appeals was held on Wednesday, July 11, 2018 in Council Chambers, 23600 Liberty, Farmington, Michigan. Notice of the meeting was posted in compliance with Public Act 1976.

Chairperson Bertin called the meeting to order at 7:00 p.m.

ROLL CALL

PRESENT: Aren, Bertin, Crutcher, Perrot, Schiffman

ABSENT: Craft

A quorum of Commissioners were present.

CITY OFFICIALS PRESENT: Director Koncsol, Recording Secretary Murphy, Director Christiansen, City Attorney Matt Zalewski

APPROVAL OF PREVIOUS MINUTES OF JUNE 6, 2018

MOTION by Crutcher, supported by Perrot, to approve the minutes of June 6, 2018
Motion carried, all ayes

MINUTES OF PREVIOUS PLANNING COMMISSION MEETING OF MAY 14, 2018

MOTION by Aren, supported by Perrot, to receive and file the May 14, 2018
Planning Commission minutes.
Motion carried, all ayes.

ELECTION OF OFFICERS

A. Secretary

Chairperson Bertin stated that there is a vacancy for the Secretary position on the Zoning Board of Appeals and asked if there were any nominations to fill the vacancy.

Crutcher nominated Matt Schiffman for the position of Secretary.

Schiffman accepted the nomination.

Aren supported the nomination of Schiffman and a roll call vote was taken.

Motion carried, all ayes.

APPEAL OF: **Travus Brummette**
Sarah Abbott
35253 Drake Heights
Farmington, MI 48335

Request for variance to Sec 35-49-(H), Corner Lots (#2) to allow the installation of a 6' privacy fence to replace existing 4' chain link fence that fronts on sidewalk along Drake Road. This is in order to assist a visual physical barrier to the road and public sidewalk to discourage their dogs from interacting with the public.

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Building Official Koncsol stated he had the opportunity to meet with the Petitioners about this people and that they are located on the corner lot on Drake Heights and Gill Road and the circumstances are as the letter outlines there looking to increase the height of a privacy fence and remove the existing chain link along there for purposes of a visual as well as a physical barrier along the sidewalk that parallels Drake Road. He stated that Ms. Abbott, the Petitioner is present, and asked her to come to the podium to answer any questions the Board may have.

Chairperson Bertin stated that he can see from pictures provided of the area there that there is a 6' high privacy fence on the north side of Drake Heights on Drake Road and that there is also one on the opposite side up a little bit further, there's a 6' fence.

Koncsol stated the one closer to Grand River is a long existing one prior to his thirty years and he doesn't have a lot of information on that particular circumstance but prior to this one, Oakland is the next street up from Drake Heights in a similarly situated property to this one and information was attached for that variance that was granted in 2001 to the owners at the time for very similar reasons for privacy to allow that 6' privacy fence.

Sarah Abbott, Petitioner, 35253 Drake Heights came to the podium. She stated that she has two young children and two large dogs and they just moved in a couple weeks ago, they were not aware of how much foot traffic there was so they are asking for this variance for the benefit of themselves and their neighbors to keep their dogs away from everyone and create a calm environment. Their big dog is 95 pounds and he can jump over a 4' fence very easily and that is why they are asking for the 6' fence.

Crutcher stated as people drive by the property, you can only see the property through the fence and the Petitioner replied yes. He then asked if the possibility of putting in more landscaping could provide the buffer and Abbott responded that is a possibility but their smaller dog can get under the chain link fence. She stated they want something a little more rigid and taller.

Crutcher stated that a number of pictures of types of fences were included in the Petitioner's packet and the Abbott said ideally they would like to do a natural wood fence but she understands the need to have something esthetic for the community and they are willing to look into a vinyl or a composite as well.

Further discussion was held regarding the requirements of the Petitioner needing something that goes all the way down to the ground so the dogs are not distracted.

Bertin then asked if the Petitioner's property abuts to school property and she replied that it backs up to the property where the ball parks area and that they don't need to modify the back fence, just along the sidewalk and the front and further discussion was held concerning the esthetics of the fence

Aren asked if she had spoken to her neighbors about the fence and the Petitioner replied they had just moved in and that he has met the neighbor on the east side and she has no objection.

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Bertin stated there was one approval letter received from John and Julie Clark.

Crutcher asked if the Petitioner was planning on adding more landscaping and Abbott replied that they have budgeted for the fence this year so the landscaping will be put in next year.

Bertin stated that the sidewalk is not parallel there so landscaping would be restricted.

Aren asked if the foot traffic was from runners and the Petitioner replied there is a lot of foot traffic, and strollers and dogs.

MOTION by Schiffman, supported by Crutcher, to approve the variance with no conditions.

Aren suggested a friendly amendment be made to the motion to include that the fence be a natural color.

Schiffman stated that the only other fence visible is on Oakland and it is vinyl.

Crutcher stated he would like to see the fence be more natural and match with the neighborhood and that the color was more important than the material.

Aren asked if the vegetation that is depicted in the picture, is it going to be behind the fence and Crutcher replied it is adjacent to it.

MOTION by Schiffman, supported by Crutcher, to grant the variance request of Travus Brummette and Sarah Abbott, 35253 Drake Heights, Farmington, MI 48335, to allow the installation of a 6" privacy fence to replace existing 4' chain link fence that fronts on the sidewalk along Drake Road, with the condition that the fence be a natural color.

Motion carried, all ayes.

APPEAL OF: **World Wide Center, LLC**
Joseph Barbat
34701-801 Grand River Avenue
Farmington, MI 48335

- 1. Request for variance to Sec. 35-206(D), Non-Conforming Buildings/Structures to allow for a reduction in parking spaces by an additional 37 spaces.**
- 2. Request for variance to Sec. 35-172, Off Street Parking Requirements by Use to allow for a reduction in stacking spaces from ten (1) to seven (7).**

Chairperson Bertin stated that this is a request for a variance to Sec. 35-206(D), Non-Conforming Buildings/Structures to allow for a reduction in parking spaces by an additional 37 spaces. The Applicant is proposing to construct a 1,700 square foot out lot building with a vehicle drive-thru on the east end of the property. In front

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of the China Merchandise. The World Wide Center is currently deficient eight parking spaces and the total amount of deficiency would be 45 spaces.

The variance to Sec. 35-172(l), Off Street Parking Requirements for a new drive-thru restaurant, to allow the waiver of three out lot stacking spaces, ten (10) spaces are required and seven (7) are being provided.

Building Official Koncsol added that the proposal for the World Wide Center which has drawn a lot of people who have lived in the City awhile and are aware that this center has been in need of a lot of attention over the years and hasn't gotten band aids basically over a long period of time. With that being said there have been a number of approaches to the City to do different things from a façade upgrade, parking lot, landscaping, some of that occurred three or four years ago but never came to fruition. It was presented as a great idea but never materialized. That proposal didn't include any expansions relative to adding square footage to the building, it was a façade, site improvement that we were hoping it would come but it never materialized as everybody knows.

At this time the proposal seems to involve an increase now with the construction of what is called an outbuilding, a 1,700 square foot new building in front of the China Merchandise portion of the center next to the Panera Bread and in doing so looking at some of the numbers that were presented to the architects and design people, they were eight spaces deficient as they exist without doing anything. And to do this, if we add the square footage in and the stacking spaces, there is a two-fold issue here.

Initially the first one is dealing with the square footage of the building, and with that increase they are deficient another 37, so 8 plus 37 makes it 45. So, theoretically that is what the issue is and there are a lot of opportunities here depending on how this swing goes one way or another is ultimately to try at this point to get a much needed overall site improvement in conjunction with what is being proposed with this out building which will take care of some roof problems that have been leaking on tenants for years and then to do some façade remodel, landscaping, remove some of the unsightly lighting that's currently there to light the parking lot, so it's felt that we hope this does it, cross my fingers on that but if that's the way it materializes at the end of the day when it's all said and done. So at this point the Zoning Board is being asked to look at the numbers and waive the parking requirements to allow this to move forward which would then go to the Planning Commission for site plan approval to which they would then look at the overall site plans and what that allows for and hopefully present that as a cohesive development project one with the other.

Chairperson Bertin asked if this was the first step to getting it done and Koncsol replied in the affirmative.

He then asked if the Applicant was present and Dan Blugerman, with the Thomas Duke Company and Scott Monchnik, architect came to the podium.

Blugerman stated that he had received a phone call from Rob Kull on Monday morning stating that Kull called him as a courtesy to let him know that there were going to be a group of people in attendance at tonight's ZBA meeting to voice their

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concerns about the Center. Blugerman then stated he then called Joe Barbat, whom Blugerman had represented for the prior year to do the leasing for the center. Blugerman told Barbat that if he fixed up the Center then they could get new tenants in there instead of the long term month to month tenants that had been there. He stated he then asked Barbat to write a letter that says if there's an approval of the plan with the improvements, that he will move forward with them. Barbat also stated to Blugerman that several years ago he had gotten the façade plans approved but the bank would not provide the capital because he couldn't get the additional rent to pay for it because he wants this property to pay for itself.

Blugerman went on to stated he sees this as an opportunity for the City to apply a judo move to him, to pin him down, to either fix it or not fix it, and Barbat stated he has a commitment from a private bank in Michigan, an elite private bank in Michigan who will provide him the money to do all the work that's included. Blugerman then said he talked to City staff who stated that the Zoning Board's approval could be conditioned on the improvements and then backed up when he goes to the Planning Commission to get the final and that also can have the conditions of all the work being done as well as having an appropriate amount of bond or guaranty or whatever economics are held so that he can't come back later and say no, so the money will be there to finish the job, whether it's a bond or some other form.

He then stated he talked to Economic Development Director, Kevin Christiansen, he stated these standards were from twenty, thirty years ago, maybe longer, he wasn't certain when the ordinance was written for the amount of parking. He indicated today if this was being done with the modern parking counts and understanding how businesses have different peak times, under modern standards there probably wouldn't be a deficiency.

As far as the stacking spaces, seven, if there's five cars in the line, four cars, you're moving on. How many people have the patience to wait for more than two cars ahead of you. He stated as a practical matter the deficiency in the stacked parking is not going to create a problem. He said he goes by that Center every day as he works at Grand River and Halstead and he welcomes the chance to see the Center get some needed attention. He indicated Barbat agreed to building façade work, parking lot improvement, the landscaping.

Monchnik, architect for the project stated they are requesting that the trees in the front be removed because of their maturity and the blockage they create along Grand River and they're heavily grown over all of the power lines that are going right through all those trees so it would be an improvement to the power system to remove those trees to let the power flow freely and not have branches moving, flailing, breaking and bringing down lines.

Blugerman went on to talk about the lighting changes and the signage. The one item he heard discussed and he saw in past notes was about a bigger, higher screen in the rear and asked Monchnik to address that item.

Monchnik replied that the brick wall on the back more on the west side of the property, about five feet off the drive then it tapers down to four feet along Whitaker, coming in off of Whitaker about a quarter of the way someone has installed an 8'

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high privacy fence that is thirty some odd feet, so that is screening the center already. And the vegetation that is there now is way overgrown but it provides substantial screening between the residents and the building itself just due to the nature of its density.

Blugerman stated that Barbat said the lighting that was installed by DTE that are not shielded, so he is going to eliminate those and put in conventional improved lumens that shine down and don't spill onto the neighbors.

Blugerman stated that a practical difficulty exists because of the configuration of the lot is really wide but shallow. We said when they sold Dunleavy's to Smile Dental, they had to find a way to squeeze it around, they actually put the building in front and the parking in back because those narrow lots are a challenge to develop.

He stated that World Wide Center has three access points, you can move around, you can find a space which might be six or seven spaces down but if you drive along there is always parking in the Center, not like the other centers that don't have enough parking.

If you grant the variance it would add interest and good economic turn to an aging retail structure so it would be a benefit to the community. He doesn't believe the public safety and welfare would be diminished because it's not going to create back-ups onto Grand River or other problems, so there's not a safety hazard or a nuisance to deny it.

He went onto state he doesn't believe it will have an adverse effect on the character of the neighborhood, but rather it would be a long overdue improvement that they can require be made. He said Barbat is asking for the minimum necessary to get the out lot, to get the financing so the property itself can support the additional financing to do the work and otherwise he'll collect cheap rents and not do the right thing.

Chairperson Bertin then called up one by one the people who signed up for public participation at the meeting.

The following people spoke against the granting of the variance:

Steve Amani, tenant of the World Wide Center, 34773 Grand River, spoke on behalf of several tenants of the Center and the disrepair of their spaces, with water dripping from the roof onto power circuits and stated his concerns with parking and the alley in back of the center and egress and ingress to that alley for the big truck deliveries.

Susan Hanley, 23871 Longacre, stated that she has lived on the corner of Longacre and Whitaker for over twenty years, and spoke about her concerns with Whitaker being a main thoroughfare to get kids to school, that she would like to see a traffic study done before anything happens and that there is a bus stop there and that the current lighting is very intrusive as she is the first two-story house on Longacre.

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Matthew Muscat, 34771 Whitaker, stated his concerns with cars going in and out of the drive-thru, and that he drove through the parking lot on his way to the meeting and it was three quarters full so the parking is going to be an issue by taking away more spaces, the parking lot is in need of repair, as well as the landscaping and the alley itself. He stated the dumpsters smell from the food from all of the restaurants and suggested that the new tenant move to an out lot at the Drakeshire Center.

Robert Kull, 23917 Whittaker, stated he and his wife have lived there for twenty years and that they have seen many changes. He stated Panera was a welcome addition but that the World Wide Center is unsightly and everyone would like to see improvements made to the center. He said that Mr. Barbat was not the original owner, there was a prior owner, and the concept was that Mr. Barbat was going to come in and fix up the center and it never happened. He stated there was the removal of the sign and the installation of the auto parts store, but that was never finished, they blocked off glass with darkening material, that was never finished. He talked about the lights at the liquor store, and the lights in the parking lot that have no shields that shine into his home. He said there is a bad relationship between the owner and the community. And that the real problem is the parking which is what this variance is about. He stated he feels that basically that Mr. Barbat, with this proposal, is holding the community hostage by him promising to do these repairs if the variance for the nonconforming use is granted, that Barbat has a history of not following through on promises. He also stated his concerns about reducing the stacking space which will only increase the problems with traffic which is an enormous problem. He expressed concerns with delivery trucks backing up into the alley, trucks hitting the building, getting stuck. He talked about the rules for granting a variance, that the Applicant has to show a practical difficulty, that there is nothing about this site that would make it a practical difficulty and stated that adding a 1,700 square foot building with a drive-thru would be a nuisance, cause traffic jams, and is not consistent with the Zoning Act and that the ordinance is intended to eliminate uses, buildings and structures that do not conform and is not intended to allow expansion. He stated they are asking that the variance request be denied on the basis that the owner has not demonstrated a practical difficulty, that it is a self-created situation by the fact that the items that Mr. Barbat wants the City to give as conditions, that he has created them by not maintaining the site, and to ask for a variance violates the Zoning Ordinance and the standards in asking for a variance, that the expansion itself is a self-created issue and would be harmful to the public and a danger to public safety due to the pattern created on Grand River.

Bob Doyle, 34740 Whitaker, stated that he backs up to the alley and the vegetation is good for screening for six months but when the leaves fall that he can see the back of the building which is an eyesore. He stated he has lived there for seven years and loves Farmington and his home and neighborhood and had been hopeful for improvements to the center but does not believe the variance should be granted to the owner of the center without improvements happening first and that he would like a traffic study done also.

Mary Anne Holloway, 34801 Whitaker Court, said she represented both her and her husband and stated that their neighborhood is one of the best kept secrets in Farmington. She had concerns with the statement that if the variance isn't granted, the owner won't do any work on the center. She indicated there are existing

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violations, the lights, garbage, rat problems in the neighborhood and back-up of sewage and that the actual location of the out lot that there is flooding problems on the site and that the Great Lakes Water Authority is a regular visitor to the area. She expressed her concerns about the traffic, whether there would be a new dumpster at the proposed site, and the deliveries made to the center through the alley and that she is not looking forward to additional noise and traffic and the negative impact this would have on the value of her property and is against the approval of the variance.

Al Attee, 23965 Whittaker, indicated he is the first house when you turn on Whittaker and he has seen semi-trucks back into the alley which is bad, and that the trash collectors bang the dumpsters so hard and loud because they are packed so full that is the only way to empty them and that he strongly opposes the granting of the variance. He said you never cut trees down, they add to the center and that there are lighting problems on the site and he would like to see the wall in the back of the building built higher.

After public participation comments ended, Scott Monchnik came to the podium and told the audience that he appreciated all of their comments and the intent all along is to improve the center, that the issues that were brought up are all of the issues they are looking to repair, replace, the lighting issue, and the design of the out lot is not to increase traffic.

Chairperson Bertin stated he appreciated all of the comments but indicated there are things that the Planning Commission will take care of when they have the opportunity to review the site plan and how they are going to implement everything and that the Zoning Board is not responsible for taking care of all of those issues, but only to see if there is a reason for granting the variance and that the Planning Commission would act on what's appropriate at the site taking into consideration the concerns of the neighbors.

Chairperson Bertin opened the floor for questions from the Commissioners.

Aren inquired who would be responsible for inspecting the site if a variance was granted and permits issued and Koncsol responded when it moves forward to the Planning Commission that that is the Board responsible for making sure all the I's are dotted and T's are crossed and if there is a timing issue from a legal realm that that can take place and Planning can dictate one.

Chairperson Bertin asked Attorney Zalewski what authority ZBA has the ability to set conditions at a level of specificity that they feel are necessary to address any impact on the neighborhood and then ultimately before any occupancy occurs, those conditions would have to be met. As far as timing in terms of if there is a variance granted, if there isn't proper progress made, it is possible that the variance could lapse and the Planning Commission could also set conditions as well as the Zoning Board and if the Board needs more time to study what conditions should be set, this matter could also be tabled to enable the Board more time to study the issue.

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Perrot questioned on the site plan, the detail that shows the traffic pattern along the drive-thru on the south side of the building, is that an actual barrier that will be installed and Monchnik stated that would be a raised curb. Perrot then asked if that would pose a concern to people backing up onto Whitaker and Monchnik responded that it would be impossible to get into that lane from Whittaker.

Perrot then stated he is concerned that the owner of the center is not present at the meeting and Monchnik responded that he is out of the country.

Chairperson Bertin asked how long he will be out of the country and Monchnik responded until the end of the month. Bertin then asked why this variance request couldn't be tabled until his return and Blugerman responded that he is up against a performance deadline with Tropical Smoothie and that he needs to have a decision on this matter in order to get financing.

Chairperson Bertin asked if any consideration had been given to putting this out lot at the other end and Perrot responded that there is a restraint from O'Reilly that no out lot can be put on their end of the center.

Crutcher stated that there are issues that have come up in the comments from the public that should be addressed as conditions in any approval that may be made.

Further discussion was held concerning the conditions that could be placed on the variance and the timetable in which they would have to be accomplished.

Chairperson Bertin stated he was uncomfortable in feeling under the gun and that there are a lot of issues that need to be addressed and asked if there had been a traffic study done.

Building Official Koncsol stated he doesn't know if there had been a traffic study or not.

Chairperson Bertin asked if the matter was tabled, would there be a Planning Commission meeting held between tonight's date and the next scheduled Zoning Board meeting.

Kevin Christiansen, Director of Economic Development and Planning, came to the podium to respond to Bertin's question.. He introduced himself to the audience and stated what his responsibilities were in his position. He stated that the Zoning Board of Appeals has before them a request for two variances, one for a parking deficiency and one for a deficiency in the number of stacking spaces. He stated this particular proposal was presented to the City in the fall of 2017 and the Applicant has been working with the Administration and the Planning Commission over that period of time and that the preliminary site plan was reviewed by the Commission and it was duly noted that variances would be required before any steps going forward.

Rob Kull, who had previously spoken during audience participation, stood up and stated that he objected to Christiansen interjecting comments in that the Board was in the process of their own discussion.

BOARD OF ZONING APPEALS MINUTES -10-

Christiansen stated he was responding to the question of the Chairperson as to if the Planning Commission had considered this matter before it came before the ZBA and that he stated they are waiting until the Zoning Board acts on the variance before but that they are very familiar with this project and a lot of work has been done on it already.

Kull stated he objects to bartering with the Applicant.

Attorney Zalewski responded that as a member of the Administration, the Chair recognized Christiansen and allowed him to speak.

Aren asked Christiansen if there was a precedent of success in these two step processes.

Christiansen stated that the City is under a period of redevelopment and that it has planned this redevelopment for a number of years. The site is old and has existing construction that needs to be maintained and is nonconforming and has certain deficiencies and has had to go through a lot of Code Enforcement. He stated if nothing happened today or tomorrow the City would still be looking at these issues and before they push forward on this, that there is an opportunity to do those things as part of this process, that no one is bartering or negotiating. If this doesn't happen, the existing conditions still exist and they will be dealt with. He stated the Zoning Board can either accept his application and move him through due process, knowing there are two steps necessary and in the work sessions with the Planning Commission, the Applicant was told to go to the ZBA first. If the variances are not granted, the site plan is moot. This is a building addition in a parking lot and if the variances aren't granted this will not go forward and if they are, they will come back before the Planning Commission.

Chairperson Bertin thanked Christiansen for his input and the input given by the neighbors, and stated he realizes that this sounds like this may be a way to get things repaired and fixed so they can either have this condition continued to exist or grant the variances, and that is where the Board stands. He stated there can be a motion to deny, approve or table the matter. He then opened the floor for a motion from the Board.

MOTION by Aren, supported by Crutcher, to approve the variance as stated, with the condition that the alley lighting and wall for the residents be added as conditions.

Zalewski stated that the motion must be read in full into the record.

MOTION by Aren, supported by Crutcher, to approve a variance from Section 35-206, Nonconforming Buildings/Structures, to allow an additional 37 parking space deficiency in an existing retail center that is currently deficient 8 parking spaces, for a total parking space deficiency of 45 spaces, in order to permit the construction of a stand-alone retail building and drive-thru on the basis of the following findings and conditions, without which conditions the Board would not grant the variance:

BOARD OF ZONING APPEALS MINUTES -11-

- A. A practical difficulty exists by virtue of the configuration of the lot, which is wide but shallow, which limits the potential configuration of an addition to the existing building and precludes the establishment of additional spaces elsewhere on the property.
- B. The granting of the variance would do substantial just to the applicant, who is attempting to add interest and increased economic return to an aging retail structure, and also to other property owners in the district, who will not be adversely affected by the proposed relief, as there appears to be sufficient parking elsewhere on the applicant's property to accommodate all uses on the property.
- C. The requested variance will continue to observe the spirit of the ordinance because sufficient parking still exists from the uses on the property even after construction of the new building, and public safety and welfare will not be diminished.
- D. The need for the variance does not appear to be self-created – we will strike that.
- E. No safety hazard or nuisance appears to exist because the availability of other parking on the property appears to be sufficient for all uses located on the property.
- F. The proposed new building and related façade and landscaping improvements will relate well to the adjacent properties, and will not adversely affect the essential character of the neighborhood, but will improve it.
- G. The variance requested is the minimum necessary to permit the proposed additional building on the property.

The foregoing findings and conclusions are dependent upon the following conditions being observed as the new building is added to the property and are only true and accurate if such conditions are implemented:

1. All of the other improvements shown on the site plan submitted to the City and reviewed by the Zoning Board of Appeals, being Job No. 16036, dated June 15, 2018, prepared by Scott Monchnik & Associates, Inc., and consisting of Sheets SP1.00 and SP1.01-SP1.05, including but not limited to new proposed landscaping, new proposed lighting, a new proposed sign, new façade on the existing building and a new roof on the existing building. Without these improvements to the remainder of the center, including the existing building, the Zoning Board of Appeals would not grant the relief requested, and would not make the findings set forth above.
2. The improvements to the existing building (including the new façade and new roof shall be completed, and certificate of occupancy for such improvements shall be issued for such existing building before any building permits for the new structure may be issued.

BOARD OF ZONING APPEALS MINUTES -12-

3. The landscaping improvements, lighting improvements, and sign improvements shall be installed and completed before any temporary or final certificate of occupancy for the new building are issued.
4. The City Administration may, at its sole discretion, accept performance guarantees in the form of cash or letter of credit in an amount sufficient to secure the completion of the improvements to the existing building if the applicant requests buildings permits for the new building before completing improvements to the existing building and that the service area in the rear is updated and repaired with sufficient lighting and drainage improvement.

Attorney Zalewski stated that if the motion maker was striking Item D, then the variance could not be granted because the applicant needs to demonstrate all of the elements unless there's an amendment that can gain sufficient support.

Aren then restated her motion, with support from Crutcher, as follows:

MOTION by Aren, supported by Crutcher, to approve a variance from Section 35-206, Nonconforming Buildings/Structures, to allow an additional 37 parking space deficiency in an existing retail center that is currently deficient 8 parking spaces, for a total parking space deficiency of 45 spaces, in order to permit the construction of a stand-alone retail building and drive-thru on the basis of the following findings and conditions, without which conditions the Board would not grant the variance:

- A. A practical difficulty exists by virtue of the configuration of the lot, which is wide but shallow, which limits the potential configuration of an addition to the existing building and precludes the establishment of additional spaces elsewhere on the property.
- B. The granting of the variance would do substantial just to the applicant, who is attempting to add interest and increased economic return to an aging retail structure, and also to other property owners in the district, who will not be adversely affected by the proposed relief, as there appears to be sufficient parking elsewhere on the applicant's property to accommodate all uses on the property.
- C. The requested variance will continue to observe the spirit of the ordinance because sufficient parking still exists from the uses on the property even after construction of the new building, and public safety and welfare will not be diminished.
- D. The need for the variance does not appear to be self-created, since the property already houses an existing structure that will need to be upgraded, and those upgrades are being proposed in connection with the development at issue, and the inclusion of the additional building will assist in overall rehabilitation of the center.
- E. No safety hazard or nuisance appears to exist, because the availability of other parking on the property appears to be sufficient for all uses located on the property.

BOARD OF ZONING APPEALS MINUTES -13-

- F. The proposed new building and related façade and landscaping improvements will relate well to the adjacent properties, and will not adversely affect the essential character of the neighborhood, but will improve it.
- G. The variance requested is the minimum necessary to permit the proposed additional building on the property.

The foregoing findings and conclusions are dependent upon the following conditions being observed as the new building is added to the property and are only true and accurate if such conditions are implemented:

1. All of the other improvements shown on the site plan submitted to the City and reviewed by the Zoning Board of Appeals, being Job No. 16036, dated June 15, 2018, prepared by Scott Monchnik & Associates, Inc., and consisting of Sheets SP1.00 and SP1.01-SP1.05, including but not limited to new proposed landscaping, new proposed lighting, a new proposed sign, new façade on the existing building and a new roof on the existing building. Without these improvements to the remainder of the center, including the existing building, the Zoning Board of Appeals would not grant the relief requested, and would not make the findings set forth above.
2. The improvements to the existing building (including the new façade and new roof shall be completed, and certificate of occupancy for such improvements shall be issued for such existing building before any building permits for the new structure may be issued.
3. The landscaping improvements, lighting improvements, and sign improvements shall be installed and completed before any temporary or final certificate of occupancy for the new building are issued.
4. The City Administration may, at its sole discretion, accept performance guarantees in the form of cash or letter of credit in an amount sufficient to secure the completion of the improvements to the existing building if the applicant requests buildings permits for the new building before completing improvements to the existing building and that the service area in the rear is updated and repaired with sufficient lighting and drainage improvement.

The above findings and conclusions are subject to and would not be made in the absence of the conditions being set forth in 1-4 for the conditions in Motion No. 1 above.

A roll call vote was taken on the foregoing motion with the following result:

AYES: Aren, Bertin, Crutcher, Perrot

NAYS: Schiffman

Motion carried, four to one.

MOTION by Aren, supported by Perrot, to approve a variance to Section 35-172(I), Off-Street Parking Requirements by Use, Drive-In Restaurants, Drive-Thru and Fast

BOARD OF ZONING APPEALS MINUTES -14-

Food Restaurants, to waive three (3) lot stacking spaces, which would allow the establishment of a drive-thru window with seven (7) stacking spaces instead of ten (10) as is required.

- A. Practical difficulty exists by virtue of the shallowness of the site.
- B. Granting the variance would do substantial justice to the applicant, because it appears that the proposed use would likely not regularly require stacking of more than seven cars, and because there is sufficient room elsewhere on the site to allow cars to wait until spaces are available. The variance will also do substantial justice to other property owners in the district.
- C. The requested variance will observe the spirit of the regulation, as seven spaces appear to be sufficient for the proposed use.
- D. The variance is not self-created, given the shape and shallowness of the parcel in question.
- E. The requested variance will not pose a safety hazard or nuisance.
- F. The requested variance will assist in the redevelopment and upgrading of an existing shopping center and will result in a use compatible with adjacent properties.
- G. The requested variance is the minimum variance necessary.

The above findings and conclusions are subject to and would not be made in the absence of the conditions of approval being set forth in 1-4 for the conditions in Motion No. 1 above.

A roll call vote was taken on the foregoing resolution with the following result:

AYES: Aren, Bertin, Crutcher, Perrot

NAYS: Schiffman

Motion carried, four to one.

PUBLIC COMMENT

The height of the alley wall was further discussed.

Nathan Pitluk, Zoning Board alternate, came to the podium to clarify for the audience that there was also included in the Board's packets a prepared denying motion for the variances and Zalewski responded yes, and that it is not uncommon for communities to have prepared findings of facts and prepared approving and denying resolutions.

BOARD OF ZONING APPEALS MINUTES -15-

ADJOURNMENT

MOTION by Crutcher, supported by Perrot, to adjourn the meeting.
Motion carried, all ayes.
The meeting adjourned at 9:10 p.m.

John D. Koncsol , Building Inspector

Farmington Community Library Board of Trustees
Regular Board Meeting - 7:00 p.m. – Ernest E. Sauter Board Room
32737 West Twelve Mile Road, Farmington Hills, MI 48334
July 12, 2018
Approved August 9, 2018

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

Board Members Absent: None

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

Staff Members Absent: None

CALL TO ORDER

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

MOTION by P. Huyck to have J. White as Temporary Chair was supported by B. Rae-O'Donnell.

Vote: Aye: All in favor

Opposed: None

Motion passed.

APPROVAL OF AGENDA

MOTION by B. Rae-O'Donnell to approve the Agenda for July 12, 2018, was supported by B. Largent.

Vote: Aye: All in favor

Opposed: None

Motion passed.

In response to a question about submitting New Business items, E. Streit offered to add new items to the agenda if requests are received by the Friday before the Board meeting.

B. Largent added that if something comes up during a meeting, it should be mentioned during New Business.

ELECTION OF OFFICERS

The Board Trustees were given ballots to write names of nominated Trustees for each office. Once nominations were complete, ballots were marked, gathered and counted.

M. Brucki read from the current Board Bylaws describing the duties of each of the officers.

J. White added that on the Farmington Community Library Board, the President has a vote on all motions.

For Office of President:

M. Brucki nominated B. Largent; J. Montgomery nominated J. White.

Ballots were counted. J. White will be President of the Library Board of Trustees for the Fiscal Year 2018 – 2019.

For Office of Vice-President:

R. Hahn nominated B. Largent; J. Montgomery submitted her name for the ballot.

Ballots were counted. J. Montgomery will be Vice-President of the Library Board of Trustees for the Fiscal Year 2018 – 2019.

For the Office of Treasurer:

B. Largent nominated P. Huyck. J. Montgomery nominated M. Brucki. M. Brucki declined.

P. Huyck will be Treasurer of the Library Board of Trustees for the Fiscal Year 2018 – 2019.

For the Office of Secretary:

R. Hahn nominated B. Rae-O'Donnell.

B. Rae-O'Donnell will be Secretary of the Library Board of Trustees for the Fiscal Year 2018 – 2019.

PUBLIC COMMENT

No Public Comment.

APPROVAL OF MINUTES

MOTION by M. Brucki to approve the Minutes of the June 14, 2018 Board Meeting was supported by B. Largent.

M. Brucki requested the change on page 2 of the minutes from "suggestion to separate the Library expense accounts to request to separate the Library expense accounts".

Also, M. Brucki referred to page 3 of the June minutes. He had requested that a previous motion made on May 10 be fulfilled, so that will include correspondence back to May of 2017. Wording to be included in the June minutes "That we fulfill on the motion of May 10, 2018 to review 12 months of legal invoices and all communication between law firms and the Board. The motion of May 10, 2018 was made by B. Largent supported by M. Brucki."

MOTION by J. Montgomery to approve as amended the Minutes of the June 14, 2018 Board Meeting was supported by C. Zervos.

Vote: Aye: All in favor

Opposed: None

Motion passed.

OPERATING BILLS

MOTION by B. Rae-O'Donnell to approve expenditures for check numbers 25121 through check number 25209 totaling \$487,826.74 of expenses was supported by J. Montgomery.

G. Yunker will provide each Board Trustee with a chart of accounts as requested by P. Huyck.

Vote: Vote: Aye: All in favor
Opposed: None
Motion passed.

M. Brucki has requested a document consisting of the top twenty vendors used by the Library.
G. Yunker will create the document.

FINANCIAL REPORT

MOTION by J. Montgomery to receive and file the Monthly Revenue and Expense Report for May 2018, was supported by B. Rae-O'Donnell.

Vote: Aye: All in favor
Opposed: None
Motion passed.

CORRESPONDENCE

E. Streit shared comments from the Library Suggestion Box.

FROM THE DIRECTOR

- The Detroit News printed an article about the FCL Quilters and their organization.
- The Library manned a craft booth at Art on the Grand which attracts children and parents.
- E. Streit prepared a document containing July Programs at the Library as well as Outreach and Group Visits. The list covered four full pages.
- The Native American Song, Dance and Culture program was held in the Auditorium today. There were 130 parents and children who learned about song, dance and culture through the music and Native American objects displayed for kids.
- Pavilion Story Time was held this morning at Riley Park in Downtown Farmington and Jim Gill presented a program the evening prior. Most programs are funded by Friends of the Library.
- The Library is in the middle of Summer Reading. Over 5,000 hours of reading has been completed and at least 2,600 children have signed up for the popular program.
- Young Adults have signed up for Summer Reading, also. The program for young adults is being rejuvenated as librarians continue to talk to students at schools and to encourage reading.
- Michael Zadoorian will discuss a new book "Beautiful Music" at the Farmington Branch.
- Benihana asked if they could come and demonstrate to kids how to prepare sushi. They made sushi and candy sushi for 25 children. The program was so popular that it will be repeated.
- Detroit Historical Society will present The Year of the Tigers: 1968 in the Auditorium. They will discuss the players, season and Tiger Stadium artifacts.
- Lunch with Trucks always attracts hundreds of children. There is heavy machinery, police and fire trucks for the children to climb on and take pictures.
- The Library has started to attend Wednesday Lunch Beats by bringing the book bike to Riley Park. Bring lunch and listen to a variety of music in the park.
- Sandi Koponen, who works in the Children's Department at the Farmington Branch, and her family, decided to create a Little Free Library. They used a gift card box from their wedding and filled it with books. J. Montgomery also has a Little Free Library at her home.

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- Patrons have been requesting a water bottle refill station. Two were installed at the Main Library and are well used. Two will be installed at the Farmington Branch shortly.
 - A former Librarian Intern will return as a full-time Technology Librarian, and a Technology Page has resigned to accept a full time job with the Royal Oak Public Library. That position has been posted as a part-time Assistant Technology Specialist.
 - Clare Membiela from the Library of Michigan will present a Trustee Workshop in the Board Room on Monday, August 27 from 6:00 p.m. to 9:00 p.m.

B. Largent asked about declining statistics on the monthly output form. Discussion followed regarding the FCL Strategic Plan targeting Young Adults and improved marketing.

E. Streit also mentioned that the Library is becoming better at marketing with the addition of a Graphic Designer. Many people in the community are unaware of what services and programs the Library has to offer.

COMMITTEE REPORTS

Facilities Committee

No report.

Finance Committee

The Finance Committee met twice in the past month and will be requesting a meeting with G. Yunker, Accounting Manager.

P. Huyck reports that the Committee reviewed the budget and the audit from 2017, and it may take a couple of months to digest facts and figures. The Committee is also interested in reviewing internal controls and budgeting. The Committee will meet every month in advance of this meeting and will look at all investments.

Outreach Committee

J. Montgomery reports that the Outreach Committee met to discuss creation of a mission statement which would be based on the Strategic Plan. They identified schools, Optimist Club, Xemplar, COHA, Chamber, and Senior Centers for more outreach.

E. Streit confirmed having Library liaisons with most of these groups and recommended the addition of Library staff on the Outreach, Facilities and Strategic Plan Committees to provide input of current undertakings and events.

Personnel Committee

There was no report from the Personnel Committee.

Newly elected Vice-President, J. Montgomery, serves as the Chair of the Personnel Committee.

Strategic Plan Committee

E. Streit explained that the Library has a MAC (Management Advisory Committee), made up of Librarian II staff. Each Librarian has chosen a part of the Strategic Plan and are actively working on it. The meetings are every two months when updates are shared.

B. Largent requested that those updates be added to the Directors Report.

J. White reminded the Board that all committees should meet and have language describing their committee by the September Board meeting.

UNFINISHED BUSINESS

Response: 2017 – 2018 Legal Invoices

In response to the Motion made at the May Board Meeting, E. Streit provided 12 months of legal invoices and all communication between the law firms and the Board. E. Streit contacted FosterSwift who provided four emails that the firm had sent to the Library Board. Most communication was on the phone. In the past, the Library had contacted Dykema regarding a FOIA request and a personnel related request. There was no correspondence between Dykema and the Board. Copies of invoices and emails will be sent to the Board.

Building Updates

E. Streit shared a letter from Library Design explaining that the complete furniture order had not arrived. However, E. Streit confirmed that the Library will open the lounge area using the existing furniture, as soon as the vending units are installed.

The Library will be invoiced and the bill paid in the next fiscal year.

NEW BUSINESS

Through the years, P. Huyck has been on several committees and always attempts to look at something new to bring back to the community. He shared an article about a conversion station at the Novi Public Library and was glad to hear that FCL has had a conversion station for almost four years with classes offered periodically.

Recently, the ALA (American Library Association) voted to rename its Laura Ingalls Wilder Award as the Children's Literature Legacy Award. The ALSC (Association for Library Service to Children), a division of ALA, states that L. I. "Wilder's legacy includes expressions of stereotypical attitudes inconsistent with ALSC's core values".

Discussion was held after B. Largent brought forth the renaming of the ALSC/ALA Children's Literature Award, formerly known as the Laura Ingalls Wilder Legacy Award.

No motion was made to take a position on this topic.

Board members were reminded to send jpeg and a short bio to E. Streit to include on the public web page. If bios are lengthy, a link will be created with the picture.

ADJOURNMENT

MOTION by B. Largent to adjourn the Board Meeting was supported by R. Hahn.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Board meeting was adjourned at 9:20 p.m. by President, J. White. The next meeting of the Library Board is scheduled for Thursday, August 9, 2018 at 7:00 p.m. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

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

ERO:dls

MEETING MINUTES
CITY OF FARMINGTON HILLS COMMISSION ON CHILDREN YOUTH & FAMILIES
MAY 3, 2018-6PM
FARMINGTON HILLS CITY HALL, COMMUNITY ROOM

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

MEMBERS PRESENT: Kathy Ashcraft, Ed Cherkinsky, Anwar Mahmood, Joan McGlinicy, Bette Rose, Mitch Seelye and Sharon Snodgrass and Brian Spitsbergen.

MEMBERS ABSENT: Diane Hague

OTHERS PRESENT: Farmington and Farmington Hills Council, City, or Staff Liaison members and Alternate and Associates members: Todd Lipa, Jim Nash, Chuck Nebus Laurie Scott and Commission on Aging members: Mary Buchan and Nancy Cook. PTA Council Member: Kelli Carpenter-Crawford.

APPROVAL OF AGENDA:

MOTION by Rose, support by Seelye to approve the Agenda of May 3, Motion approved.

APPROVAL OF MINUTES –April 5 , 2018:

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

INTRODUCTIONS AND ANNOUNCEMENTS: Everyone at the Meeting introduced themselves.

YOUTH DIVISION UPDATE: Todd Lipa: Reported on the Screenagers showing son the addictive qualities of the use of screens. It is currently being shown at area high schools. There will be half days of school at FPS on 5/18 and 5/25. The Summer Program opens on 6/25 and will include 5th graders. The Youth Program is being introduced to Kindergarteners.

ISSUES COMMITTEE UPDATE: The Commission on Aging guests Mary Bochan and Nancy Cook initiated a discussion about a joint program involving the two Commissions. The Commission on Aging has two possible participants who are professional caregivers Jane Frost and Kathy Marshall. A discussion followed with the topics of EG, mobility and behavior issues of the challenged. Various formats were also discussed including a panel discussion. Todd suggested two possible participants: Cheryl Stumbaugh, a physically challenged and learning disabled resident who earned a MSW from U of M. and Lisa Murrell, Director of Community Living Centers who serves 60% of their clients over 80 years old. There was a discussion around melding the mission and the focus of the two Commissions. There is a tentative date set for March or April 2019.

CALL TO ACTION UPDATE: Mitch Seelye: The Call to Action Annual Breakfast is scheduled for October 5.

VOLUNTEER RECOGNITION: Todd Lipa: The nominations were announced and they include: The George Romney Award Winner: Alan Maxey. The Nancy Bates Distinguished Public Servant Award Winner: Bill Hartsock. Family Award Winner: Nancy and Richard Cook. Organization: Farmington/Farmington Hills Educational Foundation. Business: Keller Williams. Youth: Thomas Lichtenberg. Business Certificate: Korner Barber Shop and Alexander True Hardware. Adult Certificates: Alyson Gay, Gail Haynes, Pat Bradley, Margaret Kober, Monisha Soundarajan and Janice Mitchell. The Awards Ceremony will be held on Monday, May 14 at 7:30 pm. In front of City Council in Farmington Hills City Hall. There will be a reception with food and refreshments beginning at 6:30 pm. CYF members were assigned to contact nominees and the details were finalized.

MOTION TO APPROVE AWARD NOMINEES:

Motion by Seelye, supported by Rose to approve the Motion, Motion approved.

SPOTLIGHT SHOW UPDATE: Sharon Snodgrass: There are no new shows scheduled this month.

NEW BUSINESS AND ANNOUNCEMENTS:

Chuck Nebus, Farmington Hills Police Chief: “ALICE” Training has been implemented for Neighborhood Watch, school personnel and the Interfaith Council. The Hope not Handcuffs program is being integrated in the Farmington Hills Police Department. When an addicted person comes to the police station reaching out for assistance, an “Angel” Volunteer is called who locates a treatment center. It is modeled after a Macomb County Program. Brian expressed concern about the program because the volunteers are not vetted. There are no background checks and there is no follow up. Chuck stated that he will take Brian's concerns under advisement. In 2017 there have been 94 NARCAM saves involving 79 addicts.

Jim Nash: Water Resource Commissioner: There annual fun day is scheduled for June 9 at Beaudette Park in Pontiac. It is a free event and including art, fishing, fun and dinner. It is also educational with an emphasis on education. 800 attended last year.

Laura Scott: Farmington Hills Community Library: There are openings on the Library Board. Laura is providing tours of the Children's area for new members. There is a MCMR program on understanding others different from themselves through reading scheduled for May 12 from 1-5 at the Main Library. Laura asked for support for a bill cosponsored by Christine Greig which will require all public schools to have certified media staff. It is important because studies show that there is a correlation between proper staffing and high academic achievement. FPS laid off the media staff and it has had a detrimental effect on FPS academic record. Brochures were passed out and Laura promoted the Screen Free Week celebration and the Summer Reading Program.

Todd Lipa: C.A.R.E.S.: Todd gave an update on the C.A.R.E.S. Property. The Convent is being redone by Frank Reid and “Building Together.” The Clothing Closet is open and Paulsons' provided a truck to transport donations. The Pantry is supporting 450 individuals with no financial proof of need based on a study supporting it. The Pantry is on 211 referral phone line and it is accepting donations from various agencies like Forgotten Harvest. The Library is donating food taken in lieu of paying fines. Also the USPS is donating the food from their Saturday, May 12 food donation day. The Sanctuary is being used for office space for 3 agencies including C.A.R.E.S. And there will be space for clothing dressing rooms. There will be a property cleanup, with Home Depot donating equipment and Keller Williams and others providing Volunteers. MCMR meetings are being held at C.A.R.E.S. with speaker Dave Bing on May 16. There will be a non profit meeting on May 11.

PTA Council Representative and Guest Kelli Carpenter-Crawford: There is a Planning and Business Council program scheduled for May 21 at the Maxfield Education Center with the officers of the individual PTAs. A Vaping Forum is scheduled for 5/23 at 7:00 pm. at Farmington High School with speakers from St. Joseph Hospital.

Mary Buchan Commission on Aging: There is a Community Garden Program planning at both Libraries on June 5. The hours are from 3-4:40 pm. at the Downtown Branch and 7-8:30 pm. at the Main Branch. Senior Health Day will be held at the Costick Center.

PUBLIC COMMENTS: None

ADJOURNMENT:

MOTION by McGlincy, support by Rose, to adjourn the meeting at 7:20 pm. Motion carried unanimously
Respectfully submitted by Joan McGlincy/Ed Cherkinsky

MEETING MINUTES
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION
JUNE 04, 2018 – 5:15PM
FARMINGTON HILLS CITY HALL-VIEWPOINT ROOM
31555 W. ELEVEN MILE ROAD
FARMINGTON HILLS MI 48336

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

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

MEMBERS ABSENT: Jackson and Ciaramitaro.

OTHERS PRESENT: Moyna, (Alternate), Yuskowatz (Associate), Buszka (Youth Rep) Andrew Biggs (Maplenut) and Warthman (FPS).

APPROVAL OF AGENDA – June 04, 2018:

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

APPROVAL OF MINUTES – May 07, 2018:

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

EVENTS, ACTIVITIES, MARKETING AND PROGRAMS:

Founders Festival - July 19-22, 2018

Reynolds lead the discussion on plans for staffing of booth by asking for volunteers to help with coverage during the FF.

Volunteers For Booth Schedule:

THUR 7/19: Set-up of booth

York, Tutak, Moyna and Reynolds

FRI 7/20: **Reynolds:** 12 noon-8PM

Biggs: 5:00-8 PM

Yuskowatz: 12 noon- 5 PM

SAT 7/22: **Ciaramitaro:** 11:30-8PM

Sloan: 12 noon-5 PM

Tutak: 05:00 PM to 8 PM

SUN 7/23: **Reynolds:** Noon-5PM

Sloan: 12 noon-5 PM

Tutak/York and Moyna: Tear down

Yuskowatz suggested the raffle prizes (3) might be weather radios. Reynolds offered to donate the radios. Promotional items discussion tabled until Ciaramitaro can provide input. Budget funds will be running out at the end of June so if we want to use for this purpose decisions have to be made immediately. Reynolds asked to sell tee shirts from the EPC booth to benefit his non-profit. Ciaramitaro needs to approve but no one voiced descent at the meeting. Reynolds offered a business size card with the steps to follow for Stop The Bleed to hand out to the public. This could be used instead of having one professionally printed with our logo and name. Reynolds has changed his plans and will be available the entire FF weekend.

Plans to advertise CERT Basic training class and Women's Self Defense class at the booth. The belief of some commissioners pertained to advertising other components of our programs such as the radio station 1650 AM and the website. It wasn't felt to be appropriate to spend time on adding to promotional items as the content is out-of-date and won't change in the next couple of months. It was a concern that the public would use the website this summer and find it lacking because of the limited information. It was suggested by Buszka that we could put a tag line on the Web page such as *Website Under Construction* so it could be advertised in the interim thereby making the most of the large potential audience at FF. No decision was reached. Tutak noted Radio 1650 AM has not been updated in several

months. He would like to see new content including the monthly Tip of the Month to coincide with the Tip given to both city councils.

ACTION ITEM: Szymusiak will prepare and forward flyer on Self Defense class and Tutak will prepare and forward for CERT training to Reynolds who will have printing done but he needs 10-day advance notice. Reynolds will contact Ciaramitaro to confirm promotional item purchase and other pertinent issues.

Tip of the month discussion and schedule: DeFranco

Reynolds volunteered to give the Tip of the Month to the FH City Council in July, 2018.

Website development progress- Reynolds

Rancour was not able to make the meeting so new information was discussed. Commissioners encouraged Reynolds to push forward with meeting the revision deadlines previously set at the last meeting.

Discussion of t-shirt purchase- Wecker

Report from Neufeld via Wecker that a polo shirt is available at ~ \$30 with embroidery. Faine would like to see one polo shirt serve two purposes. (one or both logos of EPC/CERT Team depending upon participation) Tutak indicated CERT Team will be dark green. A high visibility color would be preferred and it was generally the consensus that the color should not be the navy blue that the First Responders wear. Tabled until next meeting.

CERT program update: Tutak

One member has dropped due to moving out of state. FH/F CERT will be partnering with Novi again for a basic CERT training from September-November, 2018. In planning stage at this time. Handouts will be at FF booth. Four members from CERT will be attending Novi Emergency Community class on Saturday.

General Activities and Updates – Next Meeting June 11 at Fire Station #5 at 6:30 pm. Down Wires training will be the subject. June 19-20 Full scale exercise in Warren. Members of CERT Team will be volunteering for light traffic duty for the 4th of July Northville parade. (Tutak, Biggs, York and 2 other CERT members)

MICHIGAN & REGIONAL CITIZENS CORPS COUNCIL ACTIVITIES:

No updates.

LIAISON REPORTS:

FPS – Warthman

- Michigan Association of Chiefs of Police Accreditation received.
- FH will have their on-site accreditation survey tomorrow (6/6/18)

FHFD – Wecker

- **CPR/AED, First Aid and Stop the Bleed** training from 5:30 to 10 PM on Thursday, June 28. Open to public and being held at FS #4 on Drake Road. Register at swest@fhgov.com or 248-871-2802. Future class dates: July 24, Aug. 16 and Sept. 13, 2018.
- Recertification of FPS CPR instructors done.
- Hilltop Church has been given a CPR orientation. (Part of Interfaith group)

FHPD – No representative

PUBLIC COMMENT(S): None

COMMISSIONERS COMMENTS:

Yuskowatz YMCA report-

1. Made goal for YMCA Annual Campaign fundraiser.
2. Golf outing to benefit Y to be held July 23rd at Forest Lake CC.
3. Cipriano Fun Run this Friday to benefit the Cipriano family.

Szymusiak Self Defense Class for Women report-

1. Confirmed with DHS Consulting to have training at Costick Center, Monday, September 17th from 6:30-9:30 PM. **Tutak made a motion, supported by York, to pay DHS Consulting an honorarium of \$200 to provide services at the Self Defense training in September. Motion passed unanimously.**
2. **Lunch and Learn FH** has invited DHS Consulting to offer 2 one hour sessions for the employees of the city on June 19th from noon to 2 pm to train in self defense. Szymusiak and his wife volunteered to coordinate and attend.

OTHER AGENDA ITEMS AS NEEDED:

The operating budget for the current fiscal year must be drawn down by the end of the month. If there are no plans for the remaining funds, (amount to be determined) Wecker has proposed using it for CPR/AED class equipment currently sponsored by EPC. All CERT Team expenditures will be pushed to the next fiscal year. Tutak needs 300-800 whistles for Self Defense classes and as a promotional giveaway. Warthman advised that Farmington's budget still has \$300 so an order for whistles will be place and paid for by Farmington with the quantity to be determined by Tutak. DeFranco felt the FH funds should be used for promotional items for the July Founders Festival if time allowed before the end of June.

Wecker made a motion, supported by Avie, to approve the spending of the remaining budget funds on CPR/AED equipment. Motion carried 9-1 (DeFranco opposed)

ADJOURNMENT:

Vice Chair Reynolds adjourned the meeting at 6:26 PM.
Minutes drafted by: Secretary DEFRANCO



**Regular City Council Meeting
7:00 p.m., Monday, July 16, 2018
City Council Chambers
23600 Liberty Street
Farmington, MI 48335**

DRAFT

REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on July 16, 2018, 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

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

1. ROLL CALL

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

City Administration Present

Director Christiansen
Director Demers
Director Eudy
City Clerk Halberstadt
City Manager Murphy
City Attorney Schultz

2. PLEDGE OF ALLEGIANCE

Kylie DeAndrea, Miss Teen Oakland County 2018 and Vivian Zhong, Miss Oakland County 2018 led the Pledge of Allegiance.

3. PUBLIC COMMENT

Doug Reynolds, representing the Emergency Preparedness Commission, provided the tip of the month regarding connecting with neighbors.

Karl Miller, Chairman of the United Methodist Board of Trustees, shared his concerns regarding the availability of parking in the downtown. He discussed the number of parking spaces the Church needs on a regular basis. He noted the challenge of finding parking during City events.

Arch Kinsey, 32607 Meadowlark Court, requested restoration of his son's gravesite in Oakwood Cemetery. He noted there are deep tire tracks running across the grave.

- 4. APPROVAL OF ITEMS ON CONSENT AGENDA**
- A. Special Event Application – Patriots Day Memorial**
 - B. Beautification board resignation: Meg Day**
 - C. Accept minutes from City Boards and Commissions**
 - D. Farmington City Council minutes**
 - E. Farmington Monthly Payments Report**
 - F. Farmington Public Safety Monthly Report**
 - G. Historic Commission letter of support to restore historic credits**

Move to approve the consent agenda as presented.

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

5. APPROVAL OF REGULAR AGENDA

Move to approve the regular agenda as presented.

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

6. PRESENTATION/PUBLIC HEARINGS

- A. Introduction of 2018 Miss Oakland County Court**

Kylie DeAndrea, Miss Teen Oakland County 2018 and Vivian Zhong, Miss Oakland County 2018, were present to discuss their platforms.

7. NEW BUSINESS

- A. Consideration to Adopt Resolution to Amend Water and Sewer Rates, Effective July 1, 2018**

Move to adopt a resolution amending Chapter 11 of the City Fee Schedule, as presented, which amends the water and sewer rates, effective July 1, 2018. **

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

- B. Consideration to Approve Request to Purchase a New Patrol Vehicle**

Move to approve an FY2018/19 budget request to purchase (1) 2019 Ford Interceptor Police Utility Vehicle from Gorno Ford in the amount of \$27,395.00.

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

C. Consideration of Proposal to Update City of Farmington Master Plan

Move to accept OHM proposal to update the City of Farmington Master Plan as recommended by the Master Plan Review Committee and to authorize the City Manager to execute a Professional Services Agreement in a form and manner approved by the City Attorney’s office. **

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

D. Consideration to Approve Ballot Language for the Proposed Millage Rate Increase

Schultz reviewed amendments to the resolution proposed by Council at the Special meeting that included: adding the phrase “and the need to address and reflect increased pension costs” as the last line of the second WHEREAS clause; on the actual ballot question, the end of line 4 will read “at least half of the amount” and the next line will change to read (no less than 1.5 mills); and a parentheses is added after “apparatus”.

Taylor commented the proposed millage is needed in order to invest in our community. She stated that based on feedback, residents are ready to move forward in Farmington. Her main goal is to generate excitement for this ballot initiative. She disagreed with the even split of the 3.0 mill proposal between capital improvement and operations. She preferred 2.0 mill for capital improvements and 1.0 mill for operations which she believes would have a better chance at the polls. As a result, she will not support the resolution because although she agrees with the 3.0 millage proposal, she does not agree with the split as stated.

Galvin discussed additional language to the resolution regarding increased pension costs. He supports the ballot proposal because citizens should be able to vote on a millage increase. The 3.0 mill proposal represents a way to continue to deliver high level of services and the opportunity to build on them in the future.

Bowman stated the language of the ballot proposal as written gives Council the flexibility in addressing future financial challenges. She supports placing the proposal on the November ballot in order to give residents an opportunity to have a voice. It is important for Council to listen to its residents.

LaRussa believes Councilmembers agree that the need has not diminished to take action and do something right for Farmington. He is excited about what this can mean for Farmington and is looking forward to seeing the results in November.

Schneemann is pleased with the way the proposal is written and that the voters have a voice in making the decision. He noted the 3.0 mill split was communicated and supported at the forums.

Move to adopt a resolution, as amended, approving submission of proposal to add a new millage authorization of up to 3.0 mills on the November 6, 2018 General Election ballot.

**

RESULT:	APPROVED AS AMENDED
MOVER:	Galvin, Councilmember
SECONDER:	Bowman, Mayor Pro Tem
AYES:	Bowman, Galvin, LaRussa, Schneemann
NAYS:	Taylor

E. Request for Extension of Courthouse Property Purchase Agreement

Move to approve Consent to Second Extension of Sale of Land Agreement with the Ten Mile Development Group, LLC, as amended, changing the extension from 45 to 60 days.

**

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

F. Consideration to Approve Appointment of City Clerk

Move to appoint Mary Mullison to the position of City Clerk effective September 1, 2018, at the starting annual salary of \$71,500, at which time she will fall under pay grade 3 as City Clerk in accordance with the Employee Manual.

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

G. Consideration to Approve Payment for Asphalt Repairs

Move to approve payment to Surface Sealing of Milford Michigan in the amount of \$42,200 to replace the asphalt where 11 water mains were repaired and to repair the asphalt of Oakwood Cemetery east driveway.

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

H. Consideration to Approve Detroit Edison (DTE) Quote for the LED Street Light Conversion

Move to authorize the City Manager to enter an agreement with DTE, Belleville, Michigan for the LED street light conversion and authorize payment in the amount of \$136,470.00, subject to final review of modifications by City Manager and City Attorney.

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

I. Consideration to Approve Dedication and Acceptance of Road and Utilities for Riverwalk of Farmington

Move to approve and accept the Warranty Deed and Bill of Sale for Laurelwood Court signed and delivered by Riverwalk Development, LLC and the Riverwalk of Farmington Association to be conveyed to the City to be included in the City’s public street system; to approve the corresponding Act 51 Resolution for New Street Acceptance for Laurelwood Court; and to approve and accept the Water and Sanitary Sewer System easements serving the Riverwalk of Farmington Condominium and the corresponding Bills of Sale conveying the water main and sewer pipe to the City for operation, maintenance and replacement. **

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

8. DEPARTMENT COMMENT

Eudy addressed an earlier public comment regarding the damage to a gravesite at Oakwood Cemetery. He discussed preparations for the upcoming Founders Festival.

Demers discussed the DPS operation plan for the Founders Festival.

Christiansen announced that John Koncsol would be retiring on July 27th and invited Council to an open house from 1-4pm in his honor.

Discussion followed regarding the development of the Maxfield Training Center and concerns expressed by residents. Schultz confirmed the City is following the PUD process.

Murphy advised the Kiwanis are seeking to establish a club in the Farmington area.

9. CITY COUNCIL COMMENTS

Bowman spoke about the upcoming Founders Festival, an event that brings in a significant number of visitors and an opportunity for the City to shine. She noted the adjustments residents will need to make, including considering other modes of transportation. She stated the Festival is a great opportunity to make connections.

Galvin spoke about the Parking Committee's task of addressing parking in the downtown in light of the Maxfield Training Center development. He discussed allocations of public and private parking lots. He noted the success of a recent agreement with Chemical Bank to use their parking lot after 5:00pm and on weekends.

LaRussa is looking forward to participating in Founders Festival and encouraged residents to volunteer for the event.

Taylor announced the upcoming Mansion porch party on Thursday, July 19, 7-9pm.

Schneemann thanked Councilmembers that supported the language for the ballot proposal. He stated this is a very important step towards providing the City with the resources that it needs. He noted the tremendous amount of time and energy that has been put into making a case to the public for this millage proposal.

10. ADJOURNMENT

Move to adjourn the meeting.

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

Meeting adjourned at 8:25 p.m.

Steve Schneemann, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:

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



DRAFT

STUDY SESSION MINUTES

A special meeting of the Farmington City Council was held on July 16, 2018, in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 6:00 p.m. by Mayor Steve Schneemann.

1. ROLL CALL

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

City Administration Present

City Clerk Halberstadt
City Manager Murphy
City Attorney Schultz
Controller Norgard

2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

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

3. PUBLIC COMMENT

Tom Bogus, 32276 Valley View Circle, expressed support for the millage increase proposal with emphasis on capital improvements.

Paul King, representing United Methodist Church, expressed concern regarding parking relative to the Maxfield Training Center development.

4. DISCUSSION ON PROPOSED BALLOT LANGUAGE FOR MILLAGE INCREASE

Murphy stated Attorney Schultz put together the ballot language with resolution, based on the discussion at the May 31 Council meeting. The proposal provides for one ballot

question with 1.5 mils going to capital improvements and 1.5 mils for general operations.

LaRussa would like to modify the language regarding the split between capital improvement and general operations. He noted there are numerous capital improvement projects that need to be addressed in the City. He would like to spend more on capital improvements by increasing it to at least 2.0 mils. He supports changing the ballot language to read "at least" in referring to millage for capital improvements.

Schultz confirmed that the ballot proposal language can be modified as requested by LaRussa. He noted Council can decide each year how the 3.0 mils should be applied.

Taylor also expressed support for applying more of the millage to capital improvements.

Galvin doesn't believe Paragraph 2 of the resolution fully explains the City's financial challenges. He expressed the need to state why the city is requesting the millage increase, with emphasis on pension liability due to cuts by the state. Schultz stated the language could include "and the need to address and reflect pension cost."

Schneemann expressed support for the proposed changes to the resolution and ballot question.

LaRussa proposed changing the proposal to say "not less than two" for capital improvement. He believes pitching a 2.0 mil increase for the capital fund is an easier sell to the public than explaining an increase to the general fund. Taylor concurred with this proposal.

Discussion followed regarding how adjustments to millage spending could be made throughout the year.

Bowman believes the current language of the ballot question provides Council flexibility in the way the millage will be used. She does not support locking into 2.0 mils for capital improvement and 1.0 mil for the general fund.

Taylor believes citizens would appreciate knowing exactly where the majority of funds will be spent. She believes applying 2/3 of the proposed millage increase to capital improvements will excite the residents.

Murphy could support applying only 1.0 mil to the General Fund, but noted it would not rebuild the fund balance.

Galvin expressed support for the ballot question as stated. He stated the importance of providing flexibility to future Councils, noting unexpected financial challenges that have arisen.

Schneemann stated LaRussa's proposed changes to the ballot question give Council the flexibility they need.

5. DISCUSSION TO INSTRUCT THE PARKING COMMITTEE TO PROVIDE DATA-DRIVEN PARKING SOLUTIONS IN THE WARNER, SCHOOL AND THOMAS STREET AREA

Murphy advised a number of concerns were expressed at the last Planning Commission meeting regarding parking and traffic concerns relative to the Maxfield Training Center (MTC) site. He would like to see the Parking Advisory Committee look into this issue and return to Council with ideas or suggestions. He spoke with the developer and requested they conduct a parking study before returning to the Planning Commission. He would like to see the Parking Committee and the developer's engineers work together.

Schneemann asked if the Parking Committee should be tasked with this before final plans are presented. Murphy stated that something will go on the site at some point and congestion will be an issue, therefore the Parking Committee should be involved.

Galvin stated that it is important for Council to show citizens that a dialogue is taking place regarding parking concerns related to the MTC development.

Bowman appreciates the fact that the Parking Committee will be involved, however she is unclear how the study will be done. She would like a traffic study done and a determination of whether streets will be closed or changed to one-way. She is interested in looking at different options.

LaRussa thinks this is a good exercise. He would like to have guide rails and deliverables set in place, as to the number of spaces, etc.

Schneemann supports involving the Parking Committee, but wants to make sure that information is based in data and not just anecdotal. He would like to identify the problems with emphasis on how the church will be affected.

Galvin does not expect much from the Parking Committee as far as reports are concerned. He doesn't feel there is enough data at this point. He feels the dialogue is a good first step. He would like Kevin Christiansen to attend the next Parking Committee meeting to give his insight as Economic and Community Development Director.

6. OTHER BUSINESS

Move to add a second Public Comment to the agenda.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Councilmember Galvin
SECONDER:	Councilmember Taylor

7. PUBLIC COMMENT

Karl Miller, Chairman of the United Methodist Board of Trustees, shared concerns regarding the general parking situation in Farmington. He also expressed concern about parking relative to the plans for the development at MTC.

8. COUNCIL COMMENT

LaRussa stated that the funding partner for the KaBOOM grant selected Iron Bell Trail in Orion for the enhanced build. The standard build is still an option for Farmington.

Schneemann thanked LaRussa for the update and would be open to further discussion regarding KaBOOM at a later date.

9. ADJOURNMENT

Move to adjourn the meeting.

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

The meeting adjourned at 6:48 p.m.

Steve Schneemann, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:



Special Council Meeting
 5:00 p.m., Monday, July 23, 2018
 Conference Room
 23600 Liberty Street
 Farmington, MI 48335

DRAFT

SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on July 23, 2018, in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 5:00 p.m. by Mayor Steve Schneemann.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor Pro Tem	Present	
William Galvin	Councilmember	Present	
Joe LaRussa	Councilmember	Present	6:07 PM
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

City Clerk Halberstadt
 City Attorney Schultz
 City Treasurer Weber

2. Approval of Agenda

Move to approve the agenda as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Galvin, Councilmember
SECONDER:	LaRussa, Councilmember

3. Public Comment

None was heard.

4. Consideration to Amend Resolution Regarding Ballot Question

Move to reconsider Resolution 07-18-016 regarding millage proposal on the November 6, 2018 ballot.

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

Move to adopt a resolution to approve submission of proposal to add a new millage authorization of up to 3.0 Mills on the November 6, 2018 General Election Ballot. **

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

5. Other Business

Taylor questioned when Council will begin meeting with Boards and Commissions as provided in the current Council goals. Schneemann stated those meetings will be added to the Council meeting schedule.

6. Council Comment

Schneemann thanked Councilmembers for their unanimous support of the millage proposal.

7. Adjournment

Move to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Galvin, Councilmember
SECONDER:	Taylor, Councilmember

The meeting adjourned at 5:06 p.m.

Steve Schneemann, Mayor

Susan K. Halberstadt, City Clerk

Approval Date:

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

Farmington City Council Agenda Item		Council Meeting Date: August 20, 2018	Item Number 4C
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Farmington Monthly Payments Report – July 2018			
<u>Proposed Motion</u> Approve Farmington Monthly Payments Report – July 2018			
<u>Background</u> See attachment			
<u>Materials Attached</u> Monthly Payments Report 073118			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

MONTH OF JULY 2018

FUND #	FUND NAME		AMOUNT:
101	GENERAL FUND	\$	459,485.32
202	MAJOR STREET FUND	\$	3,894.21
203	LOCAL STREET FUND	\$	5,472.50
352	SPECIAL ASSESSMENT DEBT SERVICE	\$	300.00
592	WATER & SEWER FUND	\$	295,864.02
595	FARMINGTON COMMUNITY THEATER FUND	\$	33,151.59
640	DPW EQUIPMENT REVOLVING FUND	\$	16,628.58
701	AGENCY FUND	\$	7,622.00
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$	58,629.65
	TOTAL CITY PAYMENTS ISSUED:	\$	881,047.87
136	47TH DISTRICT COURT FUND	\$	102,272.79
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$	45,143.59
290	FRIENDS OF GOVERNOR WARNER MANSION	\$	253.97
	TOTAL OTHER ENTITIES PAYMENTS ISSUED:	\$	147,670.35
	TOTAL PAYMENTS ISSUED	\$	1,028,718.22

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

CITY OF FARMINGTON - ACH PAYMENTS REPORT

MONTH OF JULY 2018

TRANSFER FROM:	TRANSFER TO:	DESCRIPTION:	AMOUNT:
Agency Tax	Farmington Public Schools	Tax Payment #1	305,677.57
Agency Tax	Oakland County	Tax Payment #1	606,538.47
Agency Tax	Farmington Comm. Library	Tax Payment #1	39,307.64
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	269,387.10
General Fund	Federal Gov't	W/H & FICA Payroll	105,526.57
General Fund	MERS	June Transfer	81,307.24
General Fund	MERS HCSP	June Transfer	4,040.00
Agency	Total Administrative Services Corp.	Flexible Spending Accounts	3,816.12
	TOTAL CITY ACH TRANSFERS		1,415,600.71
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	146,015.17
Court Fund	Federal Gov't	W/H & FICA Payroll	61,969.96
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	3,134.88
	TOTAL OTHER ENTITIES ACH TRANSFERS		211,120.01



City of
FARMINGTON Michigan

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

MONTHLY PUBLIC SAFETY REPORT

JULY 2018

Attempted Stolen Vehicle

On 7/2/18 at 8:58 AM an officer was dispatched to an apartment complex on a report of an attempted stolen vehicle. It was learned that a vehicle had been broken into and the steering column "punched". The suspect(s) were unable to get the vehicle started and left the scene. A canvass of the apartment complex developed a suspect description. The case was forwarded to the detective bureau for follow-up.

Felony Warrant

On 7/2/18 at 3:58 PM an officer stopped a vehicle for speeding in the area of Grand River Ave. and Cass St. The driver of the vehicle, a 44 year old male, had a felony arrest warrant for fraud. The driver was subsequently arrested pending a court date.

Possession of Marijuana

On 7/2/18 at approximately 10:20 PM, an officer stopped a vehicle in the area of Grand River Ave and Liberty St for having a defective headlight. While the officer was speaking with the driver, a 21 year old male, the officer notice the odor of marijuana coming from inside of the vehicle. A subsequent search the driver located a bag of suspected marijuana. The driver was arrested and transported to the Farmington Jail.

OWI 2nd Offense

On 7/3/18 at approximately 10:36 AM, an officer stopped a vehicle in the area of Grand River Ave. and Farmington Rd. for speeding. It was discovered that the driver, a 56 year old female, had been drinking alcohol. The driver was put through sobriety evaluations and it was discovered her ability to drive was impaired (.14 BAC). A check of the driver's criminal history showed she has a prior OWI conviction. The driver was arrested and transported to the Farmington Jail. The case will be forwarded to the Oakland County Prosecutor for warrant consideration.

Possession of Marijuana

On 7/5/18 at approximately 11:56 PM, a commander stopped a vehicle in the area of Grand River Ave and Grove St. for disregarding a red light. While the commander was speaking with the driver, a 19 year old female, the commander noticed the odor of

marijuana coming from inside of the vehicle. A subsequent search the vehicle located a bag of suspected marijuana in the center console. The driver was arrested and transported to the Farmington Jail.

Serial Burglar Arrest

On 7/7/18 at approximately 3:46 AM, officers from the South Oakland Narcotics and Interdiction (SONIC) Task Force, Western Wayne Criminal Response Team, and the Farmington Hills Police Directed Patrol Unit arrested a 37 year old man for breaking into homes in the area of Freedom and Drake Rd. Farmington Public Safety Department officers assisted by ensuring homes located within the City of Farmington had not been broken into and that homeowners were aware of the heavy police presence in the area.

OWI 3rd Offense

On 7/9/18 at approximately 11:55 PM, a sergeant stopped a vehicle in the area of Grand River Ave. and Albion St. for failing to signal a lane change and swerving. It was discovered that the driver, a 52 year old male, had been drinking alcohol. The driver was put through sobriety evaluations and it was discovered his ability to drive was impaired (.11 BAC). A check of the driver's criminal history showed he had two prior OWI convictions. The driver was arrested and transported to the Farmington Jail. The case was forwarded to the Oakland County Prosecutor for warrant consideration.

Larceny from Automobile

On 7/10/18 at approximately 9:56 AM an officer was dispatched for a theft from an automobile report. The owner stated that during the night someone had broken his driver's side window and stole his laptop computer. The owner believes a disgruntled neighbor may be responsible. The case had been forwarded to the detective bureau for follow-up.

Liquor Violation

On 7/11/18 at approximately 4:33 PM a commander was dispatched to the downtown pavilion on a report of a male sitting on a bench consuming alcohol. The commander was able to make contact with the 49 year old male who admitted to drinking. The male issued an appearance citation for consuming alcohol in public, and released.

Retail Fraud

On 7/11/18 at approximately 7:05 PM a commander was dispatched to a local hardware store on a report of a retail fraud. The commander's investigation discovered that numerous items had been stolen by a female. The suspect, a 51 year old female, was identified and contact was made with her. She admitted to stealing the items. The female was arrested, issued an appearance citation for retail fraud, and released.

Possession of Narcotics

On 7/12/18 at approximately 11:58 PM an officer stopped a vehicle in the area of Grand River Ave and Orchard Lake Rd. for expired registration. The driver, a 28 year old female, had a suspended driver's license. A search of the vehicle uncovered pills containing substances consistent with narcotics. Interview with the vehicles occupants discovered the suspected narcotics belonged to the driver. The driver was transported to the Farmington Jail. The suspected narcotics will be sent to the Oakland County Sheriffs Forensic Lab for testing.

Disorderly Conduct

On 7/14/18 at approximately 3:45 PM officers were dispatched to a local restaurant on a report of a disorderly intoxicated subject. Officers were able to make contact with the subject, a 36 year old male, and arranged for a ride home. Shortly after the officers cleared the scene, an officer made a traffic stop. The subject from the aforementioned incident began yelling at the officer and the vehicle he had stopped. At one point he attempted to open the door of the traffic offender's vehicle. Additional officers arrived on scene and placed the disorderly intoxicated subject into custody. He was arrested and transported to the Farmington Jail.

Operating While Intoxicated

On 7/18/18 at approximately 03:32 AM, a sergeant stopped a vehicle in the area of Halsted Rd and Grand River Ave. for speeding. It was discovered that the driver, a 39 year old female, had been drinking alcohol. The driver was put through sobriety evaluations and it was discovered her ability to drive was impaired (.14 BAC). The driver was arrested and transported to the Farmington Jail.

Open Intoxicants in a Motor Vehicle

On 7/22/18 at approximately 02:21 AM an officer stopped a vehicle in the area of Grand River Ave and Halsted Rd. for running a red light. The driver, a 58 year old male, had consumed alcohol and had an open bottle of whiskey in the driver's door. The driver was put through sobriety evaluations, his ability to drive was not impaired. The driver was cited for having an open intoxicant inside his vehicle and released.

Retail Fraud

On 7/22/18 at approximately 9:50 PM officers were dispatched to a local grocery store on a report of a 61 year old female attempting to steal vitamins. Officers arrived on scene and made contact with the suspect as she was leaving the store. The suspect was in possession of the stolen items. Store management declined to press charges but wanted a no trespassing order given to the suspect. The suspect was advised not to return to the store and was released.

Possession of Heroin

On 7/25/18 at approximately 2:17 AM an officer stopped a vehicle in the area of M-5 and Farmington Rd. for improper lane use. The driver, a 27 year old male, also had an arrest warrant out of the Livonia Police Department. A search of the vehicle uncovered a substance consistent with heroin. The driver admitted the suspected heroin belonged to him. The driver was transported to the Farmington Jail. The case was forwarded to the Oakland County Prosecutors Office.

Larceny

On 7/26/18 at approximately 9:00 PM, a Commander took a front desk report of a stolen cell phone. The victim stated she was at a local business and misplaced her phone. When she was unable to find it she "pinged" the phone and it was showing at an address in the City of Detroit. Information was obtained and forwarded to the Detective Bureau for follow-up.

Possession of Marijuana

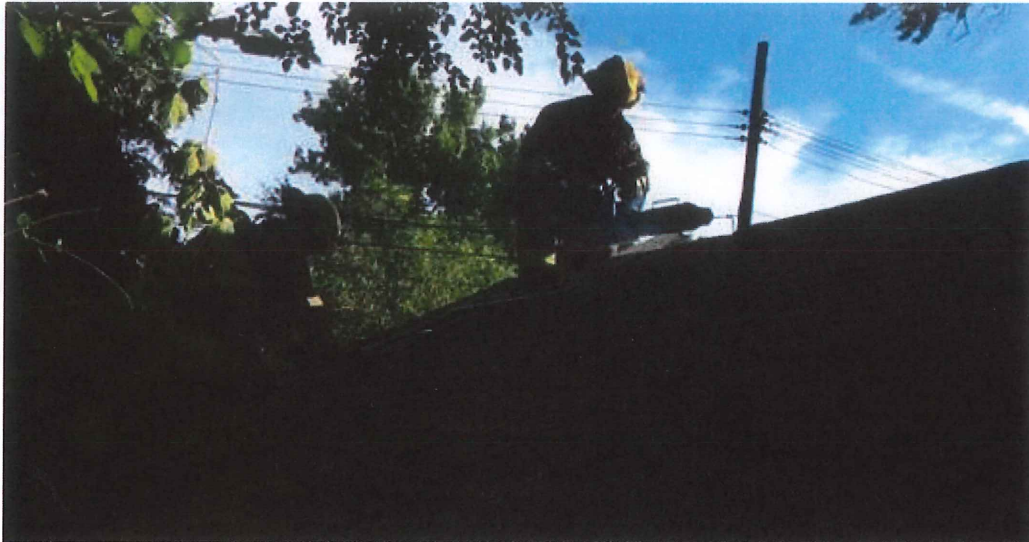
On 7/27/18 at approximately 9:19 PM, an officer approached a suspicious vehicle in a parking lot (Grand River Ave and Orchard Lake Rd). While the officer was speaking with the driver, a 25 year old female, the officer notice the odor of marijuana coming from inside of the vehicle. A subsequent search of located a bag of suspected marijuana and a grinder. The driver was arrested and transported to the Farmington Jail.

Total Calls	Medical Calls	Fire Calls	Traffic Stops	Crash Reports
933	58	13	467	22

Additional Information

During the month of July, all public safety personnel participated in ventilation, search & rescue and forcible entry training. A vacant house behind Salem United Church of Christ on Oakland Street in served as the training ground. The church offered use of the house, which will eventually be demolished. The department truly appreciates the

community partnership we share with the Salem United Church of Christ and we are thankful they thought of us prior to tearing down the house so we could use it for training.



CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of July

Classification	Jul/2017	Jul/2018	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	0%
09004 JUSTIFIABLE HOMICIDE	0	0	0%
09005 DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	0%
09006 IN-CUSTODY DEATH	0	0	0%
10001 KIDNAPPING/ABDUCTION	0	0	0%
10002 PARENTAL KIDNAPPING	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	1	0%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	0%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	0	-100%
12000 ROBBERY	0	0	0%
13001 NONAGGRAVATED ASSAULT	7	4	-42.8%
13002 AGGRAVATED/FELONIOUS ASSAULT	0	0	0%
13003 INTIMIDATION/STALKING	2	0	-100%
20000 ARSON	0	0	0%
21000 EXTORTION	0	0	0%
22001 BURGLARY -FORCED ENTRY	0	0	0%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	2	0	-100%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	0	0	0%
23003 LARCENY -THEFT FROM BUILDING	2	1	-50%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	0	1	0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	0	0%
23007 LARCENY -OTHER	3	3	0%
24001 MOTOR VEHICLE THEFT	3	1	-66.6%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	0%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	1	0	-100%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	0	0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	1	0	-100%
26003 FRAUD -IMPERSONATION	0	0	0%
26004 FRAUD -WELFARE FRAUD	0	0	0%
26005 FRAUD -WIRE FRAUD	0	0	0%
26007 FRAUD - IDENTITY THEFT	0	0	0%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	0	0	0%
28000 STOLEN PROPERTY	0	0	0%
29000 DAMAGE TO PROPERTY	3	0	-100%

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of July

Classification	Jul/2017	Jul/2018	%Change
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	0%
30002 RETAIL FRAUD -THEFT	1	2	100%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
30004 ORGANIZED RETAIL FRAUD	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	6	5	-16.6%
35002 NARCOTIC EQUIPMENT VIOLATIONS	4	2	-50%
36001 SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	0%
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%
37000 OBSCENITY	0	0	0%
39001 GAMBLING- BETTING/WAGERING	0	0	0%
39002 GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	0%
39003 GAMBLING -EQUIPMENT VIOLATIONS	0	0	0%
39004 GAMBLING -SPORTS TAMPERING	0	0	0%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	0%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%
40003 HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	0%
51000 BRIBERY	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	0	0	0%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	0%
52003 WEAPONS OFFENSE -OTHER	0	0	0%
64001 HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	0%
64002 HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	0%
72000 ANIMAL CRUELTY	0	0	0%
Group A Totals	36	20	-44.4%
01000 SOVEREIGNTY	0	0	0%
02000 MILITARY	0	0	0%
03000 IMMIGRATION	0	0	0%
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%
14000 ABORTION	0	0	0%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%
22004 POSSESSION OF BURGLARY TOOLS	0	0	0%
26006 FRAUD -BAD CHECKS	0	0	0%
36003 PEEPING TOM	0	0	0%
36004 SEX OFFENSE -OTHER	0	0	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	1	0	-100%
38002 FAMILY -NONSUPPORT	0	0	0%
38003 FAMILY -OTHER	0	0	0%
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	2	2	0%
42000 DRUNKENNESS	0	0	0%
48000 OBSTRUCTING POLICE	0	0	0%
49000 ESCAPE/FLIGHT	0	0	0%
50000 OBSTRUCTING JUSTICE	1	1	0%
53001 DISORDERLY CONDUCT	1	1	0%

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of July

Classification	Jul/2017	Jul/2018	%Change
53002 PUBLIC PEACE -OTHER	1	0	-100%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	0%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	8	6	-25%
55000 HEALTH AND SAFETY	1	0	-100%
56000 CIVIL RIGHTS	0	0	0%
57001 TRESPASS	2	1	-50%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
58000 SMUGGLING	0	0	0%
59000 ELECTION LAWS	0	0	0%
60000 ANTITRUST	0	0	0%
61000 TAX/REVENUE	0	0	0%
62000 CONSERVATION	0	1	0%
63000 VAGRANCY	0	0	0%
70000 JUVENILE RUNAWAY	0	0	0%
73000 MISCELLANEOUS CRIMINAL OFFENSE	5	2	-60%
75000 SOLICITATION	0	0	0%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
Group B Totals	22	14	-36.3%
2800 JUVENILE OFFENSES AND COMPLAINTS	8	3	-62.5%
2900 TRAFFIC OFFENSES	27	20	-25.9%
3000 WARRANTS	31	29	-6.45%
3100 TRAFFIC CRASHES	30	22	-26.6%
3200 SICK / INJURY COMPLAINT	87	72	-17.2%
3300 MISCELLANEOUS COMPLAINTS	172	187	8.720%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%
3500 NON-CRIMINAL COMPLAINTS	150	62	-58.6%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	0%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	495	506	2.222%
3800 ANIMAL COMPLAINTS	17	11	-35.2%
3900 ALARMS	24	3	-87.5%
NON-CRIMINAL COMPLAINTS	0	0	0%
Group C Totals	1041	915	-12.1%
2700 LOCAL ORDINANCES - GENERIC	0	0	0%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	1	0	-100%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	0	0	0%
4400 WATERCRAFT CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	38	43	13.15%
4600 LIQUOR CITATIONS / SUMMONS	0	0	0%
4700 COMMERCIAL VEHICLE CITATIONS	0	0	0%
4800 LOCAL ORDINANCE WARNINGS	0	0	0%
4900 TRAFFIC WARNINGS	0	0	0%
TRAFFIC WARNINGS	0	0	0%

CLR-008 Monthly Summary Of Offenses (FC)

For The Month Of July

Classification	Jul/2017	Jul/2018	%Change
MISCELLANEOUS A THROUGH UUUU	0	0	0%
Group D Totals	39	43	10.25%
5000 FIRE CLASSIFICATIONS	23	13	-43.4%
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%
FIRE CLASSIFICATIONS	0	0	0%
Group E Totals	23	13	-43.4%
6000 MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	0%
6200 ARREST ASSIST	0	0	0%
6300 CANINE ACTIVITIES	0	0	0%
6500 CRIME PREVENTION ACTIVITIES	0	0	0%
6600 COURT / WARRANT ACTIVITIES	0	0	0%
6700 INVESTIGATIVE ACTIVITIES	0	0	0%
INVESTIGATIVE ACTIVITIES	0	0	0%
COURT / WARRANT ACTIVITIES	0	0	0%
CANINE ACTIVITIES	0	0	0%
MISCELLANEOUS ACTIVITIES (6000)	0	0	0%
Group F Totals	0	0	0%
Totals for all Groups	1161	1005	-13.4%

CLR-008 Monthly Summary Of Offenses (FC)

Year To Date Through July

Classification	2017	2018	%Change
Group F Totals	0	0	0%
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	0%
09004 JUSTIFIABLE HOMICIDE	0	0	0%
09005 DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	0%
09006 IN-CUSTODY DEATH	0	0	0%
10001 KIDNAPPING/ABDUCTION	0	0	0%
10002 PARENTAL KIDNAPPING	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	2	0%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	0%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	1	0	-100%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	3	0	-100%
12000 ROBBERY	1	0	-100%
13001 NONAGGRAVATED ASSAULT	27	18	-33.3%
13002 AGGRAVATED/FELONIOUS ASSAULT	0	3	0%
13003 INTIMIDATION/STALKING	6	2	-66.6%
20000 ARSON	0	0	0%
21000 EXTORTION	0	0	0%
22001 BURGLARY -FORCED ENTRY	2	2	0%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	3	0	-100%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	0	0	0%
23003 LARCENY -THEFT FROM BUILDING	16	8	-50%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	4	4	0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	3	6	100%
23007 LARCENY -OTHER	7	7	0%
24001 MOTOR VEHICLE THEFT	4	2	-50%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	1	0	-100%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	4	0	-100%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	6	6	0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	3	3	0%
26003 FRAUD -IMPERSONATION	1	0	-100%
26004 FRAUD -WELFARE FRAUD	0	0	0%
26005 FRAUD -WIRE FRAUD	1	1	0%
26007 FRAUD - IDENTITY THEFT	0	0	0%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	1	1	0%
28000 STOLEN PROPERTY	0	1	0%

CLR-008 Monthly Summary Of Offenses (FC)

Year To Date Through July

Classification	2017	2018	%Change
29000 DAMAGE TO PROPERTY	8	6	-25%
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	0%
30002 RETAIL FRAUD -THEFT	6	6	0%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
30004 ORGANIZED RETAIL FRAUD	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	39	46	17.94%
35002 NARCOTIC EQUIPMENT VIOLATIONS	21	28	33.33%
36001 SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	0%
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%
37000 OBSCENITY	0	0	0%
39001 GAMBLING- BETTING/WAGERING	0	0	0%
39002 GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	0%
39003 GAMBLING -EQUIPMENT VIOLATIONS	0	0	0%
39004 GAMBLING -SPORTS TAMPERING	0	0	0%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	0%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%
40003 HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	0%
51000 BRIBERY	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	2	3	50%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	0%
52003 WEAPONS OFFENSE -OTHER	0	0	0%
64001 HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	0%
64002 HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	0%
72000 ANIMAL CRUELTY	0	0	0%
Group A Totals	170	155	-8.82%
01000 SOVEREIGNTY	0	0	0%
02000 MILITARY	0	0	0%
03000 IMMIGRATION	0	0	0%
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%
14000 ABORTION	0	0	0%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%
22004 POSSESSION OF BURGLARY TOOLS	0	0	0%
26006 FRAUD -BAD CHECKS	7	5	-28.5%
36003 PEEPING TOM	0	0	0%
36004 SEX OFFENSE -OTHER	1	0	-100%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	2	0	-100%
38002 FAMILY -NONSUPPORT	0	0	0%
38003 FAMILY -OTHER	0	0	0%
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	32	16	-50%
42000 DRUNKENNESS	0	0	0%
48000 OBSTRUCTING POLICE	2	0	-100%
49000 ESCAPE/FLIGHT	0	0	0%
50000 OBSTRUCTING JUSTICE	11	21	90.90%

CLR-008 Monthly Summary Of Offenses (FC)

Year To Date Through July

Classification	2017	2018	%Change
53001 DISORDERLY CONDUCT	5	6	20%
53002 PUBLIC PEACE -OTHER	3	3	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	4	0	-100%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	40	34	-15%
55000 HEALTH AND SAFETY	3	1	-66.6%
56000 CIVIL RIGHTS	0	0	0%
57001 TRESPASS	12	20	66.66%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
58000 SMUGGLING	0	0	0%
59000 ELECTION LAWS	0	0	0%
60000 ANTITRUST	0	0	0%
61000 TAX/REVENUE	0	0	0%
62000 CONSERVATION	1	1	0%
63000 VAGRANCY	0	0	0%
70000 JUVENILE RUNAWAY	1	1	0%
73000 MISCELLANEOUS CRIMINAL OFFENSE	53	19	-64.1%
75000 SOLICITATION	0	0	0%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
Group B Totals	177	127	-28.2%
2800 JUVENILE OFFENSES AND COMPLAINTS	28	20	-28.5%
2900 TRAFFIC OFFENSES	161	156	-3.10%
3000 WARRANTS	191	206	7.853%
3100 TRAFFIC CRASHES	170	168	-1.17%
3200 SICK / INJURY COMPLAINT	547	533	-2.55%
3300 MISCELLANEOUS COMPLAINTS	1097	1015	-7.47%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%
3500 NON-CRIMINAL COMPLAINTS	722	386	-46.5%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	0%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	3532	3765	6.596%
3800 ANIMAL COMPLAINTS	80	65	-18.7%
3900 ALARMS	188	30	-84.0%
NON-CRIMINAL COMPLAINTS	0	0	0%
Group C Totals	6716	6344	-5.53%
2700 LOCAL ORDINANCES - GENERIC	0	0	0%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	1	-50%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	1	1	0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	1	0	-100%
4400 WATERCRAFT CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	321	272	-15.2%
4600 LIQUOR CITATIONS / SUMMONS	0	0	0%
4700 COMMERCIAL VEHICLE CITATIONS	0	0	0%
4800 LOCAL ORDINANCE WARNINGS	0	0	0%
4900 TRAFFIC WARNINGS	0	0	0%

CLR-008 Monthly Summary Of Offenses (FC)

		Year To Date Through July		
Classification		2017	2018	%Change
TRAFFIC WARNINGS		0	0	0%
MISCELLANEOUS A THROUGH UUUU		0	0	0%
Group D Totals		325	274	-15.6%
5000 FIRE CLASSIFICATIONS		164	109	-33.5%
5100 18A STATE CODE FIRE CLASSIFICATIONS		0	0	0%
FIRE CLASSIFICATIONS		0	0	0%
Group E Totals		164	109	-33.5%
6000 MISCELLANEOUS ACTIVITIES (6000)		0	0	0%
6100 MISCELLANEOUS ACTIVITIES (6100)		0	0	0%
6200 ARREST ASSIST		0	0	0%
6300 CANINE ACTIVITIES		0	0	0%
6500 CRIME PREVENTION ACTIVITIES		0	0	0%
6600 COURT / WARRANT ACTIVITIES		0	0	0%
6700 INVESTIGATIVE ACTIVITIES		0	0	0%
INVESTIGATIVE ACTIVITIES		0	0	0%
COURT / WARRANT ACTIVITIES		0	0	0%
CANINE ACTIVITIES		0	0	0%
MISCELLANEOUS ACTIVITIES (6000)		0	0	0%
Group F Totals		0	0	0%
Totals for all Groups		7552	7009	-7.19%

**Farmington City Council
Staff Report**

**Council Meeting
Date: August 20, 2018**

**Item
Number
4E**

Submitted by: Frank Demers, Public Safety Director

Agenda Topic: Resolution to Adopt the Oakland County Hazard Mitigation Plan

Proposed Motion: Motion to Approve a Resolution to Adopt the Oakland County Hazard Mitigation Plan

Background:

The Federal Emergency Management Agency (FEMA) requires local governments to develop and adopt a hazard mitigation plan every five years as a condition for receiving both pre-disaster assistance as well as post-disaster funds. In 2017 the Oakland County Homeland Security Division in conjunction with Integrated Solutions Inc, the Local Emergency Planning Committee and representatives from each community drafted a new Plan which was submitted to FEMA. Conditional approval of the plan from FEMA was granted pending adoption by all local governments in Oakland County.

The portion of the Plan that is open to the public is over 300 pages long. It can be viewed at the following website:

https://www.oakgov.com/homelandsecurity/Documents/HM%20Final%20Plan_Public%20Distribution.pdf

It is recommended that Council approve the Resolution to Adopt the Oakland County Hazard Mitigation Plan

Materials: Letter from FEMA and Resolution



FEMA

April 2, 2018

Mr. Matt Schnepf
State Hazard Mitigation Officer
Michigan State Police
Emergency Management and
Homeland Security Division
P.O. Box 30634
Lansing, MI 48909

Dear Mr. Schnepf:

Thank you for submitting the Oakland County Hazard Mitigation Plan for our review. The plan was reviewed based on the local plan criteria contained in 44 CFR Part 201, as authorized by the Disaster Mitigation Act of 2000. Oakland County met the required criteria for a multi-jurisdiction hazard mitigation plan. Formal approval of this plan is contingent upon the adoption of the plan by the jurisdictions. Once FEMA Region V receives documentation of adoption we will send a letter of official approval to your office.

We look forward to receiving the adoption documentation and completing the approval process for the Oakland County Hazard Mitigation Plan.

If you or the community has any questions, please contact Christine Meissner at (312) 408-4460 or christine.meissner@fema.dhs.gov.

Sincerely,

A handwritten signature in cursive script that reads "Melissa A. Janssen".

Melissa A. Janssen
Chief, Risk Analysis Branch
Mitigation Division

Attachment: Local Plan Review Sheets

STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF FARMINGTON

RESOLUTION NO.

A RESOLUTION OF THE FARMINGTON CITY COUNCIL TO ADOPT THE 2018 OAKLAND COUNTY HAZARD MITIGATION PLAN

RESULT:
MOVER:
SECONDER:
AYES:

WHEREAS, the mission of the City of Farmington includes the charge to protect the health, safety, and general welfare of the people of (insert name of community here); and

WHEREAS, the City of Farmington, Michigan is subject to flooding, tornadoes, winter storms, and other natural, technological, and human hazards; and

WHEREAS, the Oakland County Homeland Security Division and the Oakland County Local Emergency Planning Committee, comprised of representatives from the County, municipalities, and stakeholder organizations, have prepared a recommended Hazard Mitigation Plan that reviews the options to protect people and reduce damage from these hazards; and

WHEREAS, the City of Farmington has participated in the planning process for development of this Plan, providing information specific to local hazard priorities, encouraging public participation, identifying desired hazard mitigation strategies, and reviewing the draft Plan; and

WHEREAS, the Oakland County Homeland Security Division (HSD), with the Oakland County Local Emergency Planning Committee (LEPC), has developed the OAKLAND COUNTY HAZARD MITIGATION PLAN (the "Plan") as an official document of the County and establishing a County Hazard Mitigation Coordinating Committee, pursuant to the Disaster Mitigation Act of 2000 (PL-106-390) and associated regulations (44 CFR 210.6); and

WHEREAS, the Plan has been widely circulated for review by the County's residents, municipal officials, and state, federal, and local review agencies and has been revised to reflect their concerns; and

NOW THEREFORE BE IT RESOLVED by the Farmington City Council that:

1. The Oakland County Hazard Mitigation Plan (or section(s) of the Plan specific to the affected community) is/are hereby adopted as an official plan of (insert Community name here).
2. The City Manager is charged with supervising the implementation of the Plan's recommendations, as they pertain to the City of Farmington and within the funding limitations as provided by the Farmington City Council or other sources.

I, Susan K. Halberstadt, duly authorized City Clerk for the City of Farmington do hereby certify that the foregoing is a true and correct copy of a motion adopted by the Farmington City Council at a regular meeting held on Monday, August 20, 2018 in the City of Farmington, Oakland County, Michigan.

Susan K. Halberstadt, City Clerk

Farmington City Council Staff Report	Council Meeting Date: August 20, 2018	Item Number 4F
Submitted by: Frank Demers, Public Safety Director		
Agenda Topic: Approval of 2018 Sub-Recipient Agreement to Receive Federal Funding for Reimbursement of Task Force Officer Overtime Costs		
Proposed Motion: Motion to Approve the 2018 HIDTA Grant Sub-Recipient Agreement between Oakland County and the City of Farmington AND Authorize the City Manager to Sign the Agreement.		
<p>Background: The Oakland County Narcotics Enforcement Team (NET) is a multi-jurisdictional drug enforcement task force charged with the responsibility of investigating drug trafficking within Oakland County and Southeastern Michigan. The purpose of the task force is to detect and apprehend persons who violate narcotic and drug laws.</p> <p>The Farmington Public Safety Department provides one (1) full-time investigator to participate as a NET task force officer. Oakland County has entered into a Grant agreement with Michigan HIDTA whereby NET investigators are eligible to receive reimbursement for qualifying NET-related costs, including overtime costs.</p> <p>A resolution by the Farmington City Council exercising approval of the attached 2018 HIDTA Grant Sub-Recipient Agreement between Oakland County and the City of Farmington is required for purposes of receiving reimbursement of qualifying NET overtime. A resolution authorizing the City Manager to sign the Sub-recipient Agreement is also required.</p> <p>Recommendation: It is recommended that Council approve the Oakland County Sub-Recipient Agreement and authorize the City Manager to sign the agreement on behalf of the City.</p>		
Materials: Grant Agreement and Resolution		

**PROGRAM YEAR 2018
HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA)
SUBRECIPIENT AGREEMENT BETWEEN
THE COUNTY OF OAKLAND AND CITY OF FARMINGTON
Data Universal Numbering System (DUNS) #: 144540692**

This Agreement is made between Oakland County, a Constitutional Corporation, 1200 North Telegraph, Pontiac, Michigan 48341 ("County") and City of Farmington, 23600 Liberty St, Farmington, MI 48335, a Michigan Municipal Corporation ("Municipality"). The County and Municipality shall be collectively referred to as the "Parties."

PURPOSE OF AGREEMENT.

The Parties enter into this Agreement for the purpose of delineating their relationship and responsibilities regarding the County's use of Grant funds to reimburse the Municipality for overtime expenses that it incurred related to its participation in the Oakland County Narcotic Enforcement Team ("N.E.T."), a multijurisdictional drug enforcement task force under the direction and supervision of the Oakland County Sheriff's Office ("O.C.S.O.").

Under the Parties' separate N.E.T. agreement, the Municipality is responsible for providing a full-time employee for participation in N.E.T. and for all costs associated with that employment, including overtime.

The County, as the legal entity that administers N.E.T., submitted an Initiative Description and Budget Proposal (Exhibit A) to the Executive Board for Michigan HIDTA requesting the United States Office of National Drug Control Policy ("ONDCP") to grant N.E.T. an award of \$105,000.00 for program year (PY) 2018 to reimburse N.E.T. participating agencies for eligible law enforcement officer overtime costs. PY 2018 begins January 1, 2018 and ends December 31, 2018.

If ONDCP grants N.E.T. an award for PY 2018, the ONDCP disburses the HIDTA grant funds ("Grant funds") to the Michigan State Police ("MSP"). To receive the Grant funds, N.E.T. must submit requests for reimbursement with the required supporting documentation to Michigan HIDTA. If Michigan HIDTA approves the N.E.T. overtime reimbursement requests, the MSP should distribute the Grant funds to County on behalf of N.E.T. The County has the authority to allocate a portion of the Grant funds to reimburse the Municipality for qualifying overtime costs subject to the terms and conditions of this Agreement.

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the Parties agree to the following:

1. **DEFINITIONS.** The following terms, whether used in the singular or plural, within or without quotation marks, or possessive or nonpossessive, shall be defined, read, and interpreted as follows.

- 1.1. **Claim** means any alleged loss, claim, complaint, demand for relief or damages, cause of action, proceeding, judgment, deficiency, liability, penalty, fine, litigation, costs, and/or expenses, including, but not limited to, reimbursement for attorney fees, witness fees, court costs, investigation expenses, litigation expenses, and amounts paid in settlement, which are imposed on, incurred by, or asserted against the County or Municipality, or the County's or Municipality's agents or employees, whether such claim is brought in law or equity, tort, contract, or otherwise.
- 1.2. **Grant funds** mean the funds that may be awarded to the County and the other participating agencies in N.E.T. pursuant to Michigan HIDTA Initiative Description and Budget Proposal Version 2018 (Exhibit A) submitted to Michigan HIDTA by County on behalf of itself and the other participating agencies in N.E.T.

2. **EXHIBITS.** The Exhibits listed below are incorporated and are part of this Agreement.

- 2.1. **Exhibit A** – Michigan HIDTA Initiative Description and Budget Proposal Version 2018.
- 2.2. **Exhibit B** - Template Request for HIDTA Overtime Reimbursement (Locals to County).
- 2.3. **Exhibit C** – Sample letter regarding notification of current overtime pay rate.
- 2.4. **Exhibit D** – Sample overtime slip, signed by the officer's supervisor that supports each Request for HIDTA Overtime Reimbursement.
- 2.5. **Exhibit E** – Sample paystub or payroll report that supports each Request for HIDTA Overtime Reimbursement.
- 2.6. **Exhibit F** – HIDTA Grant Agreement between ONDCP and MSP.

3. **FEDERAL AWARD PROJECT DESCRIPTION.**

- 3.1. Catalog of Federal Domestic Assistance ("CFDA") #: 95.001
- 3.2. Federal Awarding Agency: United States Office of National Drug Control Policy ("ONDCP")
- 3.3. Program: High Intensity Drug Trafficking Areas (HIDTA)
 - 3.3.1. HIDTA Objective: To reduce drug trafficking and drug production in the United States by: (A) facilitating cooperation among Federal, State, local, and tribal law enforcement agencies to share information and implement coordinated enforcement activities; (B) enhancing law enforcement intelligence sharing among Federal, State, local, and tribal law enforcement agencies; (C) providing reliable law enforcement intelligence to law enforcement agencies needed to design effective enforcement strategies and operations; and (D) supporting coordinated law enforcement strategies which maximize use of available

resources to reduce the supply of illegal drugs in designated areas and in the United States as a whole.

3.4. Period of Performance: January 1, 2018 through December 31, 2018.

3.5. Federal Award Identification Number (FAIN) provided in the Grant Agreement between ONDCP and MSP (Exhibit F): [G18SM0002A]

4. USE OF HIDTA FUNDS.

4.1. The total amount of the federal award committed to the Municipality and obligated by this action by the County to the Municipality is not to exceed **\$4,200.00** for each participating law enforcement officer. That amount is based on the number of N.E.T participating agencies and eligible law enforcement officers at the time this Agreement was executed by both Parties. If the number of N.E.T participating agencies and/or eligible law enforcement officers changes during the term of this Agreement, the total amount of the federal award committed to the Municipality and obligated by this action by the County to the Municipality amount may change as funds are available on a pro rata basis. Such commitment and obligation is contingent upon the ONDCP awarding the grant funds to N.E.T and the MSP reimbursing the County.

4.2. The County will reimburse the Municipality up to **\$4,200.00** for each participating law enforcement officer for qualifying N.E.T.-related overtime. That amount is based on the number of N.E.T participating agencies and eligible law enforcement officers at the time this Agreement was executed by both Parties. If the number of N.E.T participating agencies and/or eligible law enforcement officers changes during the term of this Agreement, the maximum reimbursement amount may change as funds are available on a pro rata basis. Such reimbursement shall only be made after the supporting documentation is submitted by the Municipality and approved by the County, as described in Paragraph 5.1. Such reimbursement is contingent upon the ONDCP awarding the grant funds to N.E.T and the MSP reimbursing the County.

4.2.1. HIDTA funds shall be used to pay overtime only if the overtime was performed in support of a HIDTA-designated Enforcement initiative or Intelligence and information Sharing Initiative. HIDTA funds shall not be used to pay overtime related to training attendance, financial management, drug treatment, drug demand reduction or prevention, or non-investigative related administrative work.

4.2.2. No HIDTA funds shall be used to supplant the Municipality's funds that would otherwise be made available for the same purposes.

4.3. There is no research and development performed pursuant to this Agreement.

4.4. No indirect costs shall be charged or reimbursed under performance of this Agreement.

5. REIMBURSEMENT OF ELIGIBLE NET OVERTIME.

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- 5.1. To request reimbursement, the Municipality shall submit to the County the documentation described in the following subparagraphs no later than thirty (30) days after PY 2018 has expired. If the County, in its sole discretion, determines that the documentation submitted by the Municipality does not reconcile, then the Municipality shall provide any additional documentation requested by the County in order to process payment.
 - 5.1.1. A fully completed and signed Request for HIDTA Overtime Reimbursement attached as Exhibit B.
 - 5.1.2. A letter substantively similar to the sample letter regarding notification of current overtime pay rate attached as Exhibit C.
 - 5.1.3. Overtime slips, signed by the officer's supervisor, that support each Request for HIDTA Overtime Reimbursement. The overtime slips shall be substantively similar to the sample overtime slip attached as Exhibit D.
 - 5.1.4. The paystub or payroll report that supports each Request for HIDTA Overtime Reimbursement. The paystub or payroll report shall be substantively similar to the sample paystub attached as Exhibit E.
- 5.2. County will only reimburse Municipality for approved overtime costs after County has received the Grant funds from MSP for that particular reimbursement request.

6. GENERAL COMPLIANCE.

- 6.1. The Municipality shall comply with to 28 C.F.R. Part 69 (New Restrictions on Lobbying) and 2 C.F.R. Part 25 (Universal Identifier and System of Award Management).
- 6.2. The Municipality shall comply with the Government-wide Suspension and Debarment provision set forth at 2 CFR Part 180.
- 6.3. The Municipality shall perform all activities in accordance with The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200 (the "Part 200 Uniform Requirements"), as adopted and implemented by the Office of National Drug Control Policy (ONDCP) in 2 C.F.R. Part 3603. For this award, the Part 200 Uniform Requirements supersede, among other things, the provisions of 28 C.F.R. Parts 66 and 70, as well as those of 2 C.F.R. Parts 215, 220, 225, and 230.
- 6.4. The Municipality shall comply with ONDCP's HIDTA Program Policy and Budget Guidance, all other applicable Federal, state, and local laws and regulations, and the terms and conditions contained in this Agreement.
- 6.5. The Municipality shall comply with all applicable requirements for subrecipients that are provided in the HIDTA Grant Agreement between ONDCP and MSP (Exhibit F).

- 6.6. As specified in the HIDTA Program Policy and Budget Guidance, the Municipality must:
- 6.6.1. Establish and maintain effective internal controls over the Federal award that provides reasonable assurance that Federal award funds are managed in compliance with Federal statutes, regulations and award terms and conditions. These internal controls should be in compliance with the guidance in “Standards for Internal Control in the Federal Government,” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
 - 6.6.2. Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.
 - 6.6.3. Evaluate and monitor compliance with applicable statute and regulations, and the terms and conditions of the Federal award.
 - 6.6.4. Take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.
 - 6.6.5. Take reasonable measures to safeguard protected personally identified information (PII) and other information ONDCP or the Municipality designates consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality.

7. FINANCIAL ACCOUNTABILITY AND AUDIT REQUIREMENTS.

- 7.1. The Municipality shall maintain standards of financial accountability that conform to 2 C.F.R. §200.302 (Financial Management) and 2 C.F.R. §200.303 (Internal Controls).
- 7.2. The Municipality shall comply with audit requirements contained in 2 C.F.R. Part 200, Subpart F, which requires the Municipality to have an annual audit conducted within nine (9) months of the end of their fiscal year, if the Municipality has an aggregate expenditure of more than \$750,000 in federal funds in a fiscal year. Any deficiencies noted in audit reports must be fully cleared by the Municipality within thirty (30) days after receipt of same. The County shall have the right to review and audit all records of the Municipality pertaining to any payment by the County.

8. CONFLICT OF INTEREST.

- 8.1. The Municipality shall comply with the following ONDCP conflict of interest policies:
 - 8.1.1. As a non-Federal entity, you must maintain written standards of conduct covering conflicts of interest and governing the performance of your employees engaged in the selection, award, and administration of subawards and contracts.
 - 8.1.2. None of your employees may participate in the selection, award, or administration of a subaward or contract supported by a Federal award if he or she has a real or apparent

conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an organization considered for a sub-award or contract. The officers, employees, and agents of the non-Federal entity must neither solicit nor accept gratuities, favors, or anything of monetary value from subrecipients or contractors or parties to subawards or contracts.

- 8.1.3. If you have a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, you must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, you are unable or appear to be unable to be impartial in conducting a sub-award or procurement action involving a related organization.

9. MANDATORY DISCLOSURE.

- 9.1. As a non-Federal entity, the Municipality must disclose, in a timely manner, in writing to ONDCP all violations of Federal criminal law involving fraud, bribery or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award that includes the term and condition outlined in 200 CFR Part 200, Appendix XII “Award Term and Condition for Recipient Integrity and Performance Matters,” are required to report certain civil, criminal, or administrative proceedings to System for Award Management (SAM). Failure to make required disclosures can result in remedies such as: temporary withholding of payments pending correction of the deficiency, disallowance of all or part of the costs associated with noncompliance, suspension, termination of award, debarment, or other legally available remedies outlined in 2 CFR 200.338 “Remedies for Noncompliance”.

10. RECORD RETENTION.

- 10.1. The Municipality shall comply with the record retention provisions of 2 C.F.R. 200.333 (Retention requirements for records).
- 10.2. The Municipality should, whenever practicable, collect, transmit, and store Federal award-related information in open and machine readable formats rather than in closed formats or on paper in accordance with 2 C.F.R. 200.335 (Methods for collection, transmission and storage of information).

11. ACCESS TO RECORDS.

- 11.1. The Federal awarding agency, Inspectors General, the Comptroller General of the United States, and the County, or any of their authorized representatives, have the right of access to any documents, papers, or other records of the Municipal entity which are pertinent to the Federal award, in order to make audits, examinations, excerpts, and transcripts. The right also

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includes timely and reasonable access to the Municipality's personnel for the purpose of interview and discussion related to such documents. The right of access to the Municipality's records is not limited to the required retention period but last as long as the records are retained.

- 11.2. The Municipality shall permit the County and auditors to have access to the Municipality's records and financial statements as necessary for the County to meet the requirements of 2 C.F.R. Part 200.

12. TERM.

- 12.1. This Agreement and any amendments hereto shall be effective when executed by both Parties with concurrent resolutions passed by the governing bodies of each Party, and when the Agreement is filed according to MCL 124.510. The approval and terms of this Agreement and any amendments hereto shall be entered in the official minutes of the governing bodies of each Party. This Agreement shall end on December 31, 2018.

13. ASSURANCES.

- 13.1. Each Party shall be responsible for its own acts and the acts of its employees and agents, the costs associated with those acts, and the defense of those acts.
- 13.2. The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Party have legal authority to sign this Agreement and bind the Parties to the terms and conditions contained herein.
- 13.3. Each Party shall comply with all federal, state, and local ordinances, regulations, administrative rules, laws, and requirements applicable to its activities performed under this Agreement.

14. TERMINATION OF AGREEMENT.

- 14.1. This Agreement may be terminated in whole or in part as follows:
 - 14.1.1. by the County, if the Municipality fails to comply with the terms and conditions of this Agreement;
 - 14.1.2. by the County for cause;
 - 14.1.3. by the County with the consent of the Municipality, in which case the two parties must agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated;
 - 14.1.4. by the Municipality upon sending to the County written notification setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the

portion to be terminated. However, if the County determines in the case of partial termination that the reduced or modified portion of the subaward will not accomplish the purpose for which this Agreement was made, the County may terminate the Agreement in its entirety.

- 14.2. The County must provide to the Municipality a notice of termination. Written suspension or notice of termination will be sent to the Municipality's business address. If this Agreement is terminated or partially terminated, both the County and the Municipality remain responsible for compliance with the requirements at 2 CFR 200.343 Closeout and 2 CFR 200.344 Post-closeout Adjustments and Continuing Responsibilities.

15. CLOSEOUT.

- 15.1. The County shall close-out this Agreement when it determines that all applicable administrative actions and all required work under this Agreement have been completed by Municipality.
- 15.2. The Municipality shall comply with the closeout provisions of 2 C.F.R. 200.343 (Closeout).

16. POST-CLOSEOUT ADJUSTMENTS AND CONTINUING RESPONSIBILITIES.

- 16.1. The closeout of this Agreement does not affect any of the following:
 - 16.1.1. The right of County to disallow costs and recover funds on the basis of a later audit or other review. The County must make any cost disallowance determination and notify the Municipality within the record retention period;
 - 16.1.2. The obligation of the Municipality to return any funds due as a result of later refunds, corrections, or other transactions including final indirect cost rate adjustments;
 - 16.1.3. Audit requirements in Subpart F—Audit Requirements of 2 C.F.R. Part 200.
 - 16.1.4. Records retention as required in Subpart D—Post Federal Award Requirements of this part, §200.333 Retention requirements for records through §200.337 Restrictions on public access to records.

17. REMEDIES FOR NONCOMPLIANCE.

- 17.1. If the Municipality fails to comply with federal statutes, regulations, or the terms and conditions of this Agreement, the County may impose additional conditions, as described in 2 CFR §200.207 Specific Conditions. If the County determines that noncompliance cannot be remedied by imposing additional conditions, the County may take one or more of the following actions, as appropriate in the circumstances:
 - 17.1.1. temporarily withhold cash payments pending correction of the deficiency by the Municipality or more severe enforcement action by the County;

- 17.1.2. disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance;
- 17.1.3. wholly or partly suspend or terminate the Agreement;
- 17.1.4. recommend that the Federal awarding agency initiate suspension or debarment proceedings as authorized under 2 CFR Part 180 and Federal awarding agency regulations;
- 17.1.5. withhold further funds for the project or program;
- 17.1.6. take other remedies that may be legally available.

- 18. **NO THIRD PARTY BENEFICIARIES.** Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right, in favor of any other person or entity.
- 19. **DISCRIMINATION.** The Parties shall not discriminate against their employees, agents, applicants for employment, or another persons or entities with respect to hire, tenure, terms, conditions, and privileges of employment, or any matter directly or indirectly related to employment in violation of any federal, state or local law.
- 20. **PERMITS AND LICENSES.** Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations necessary to carry out its obligations and duties pursuant to this Agreement.
- 21. **RESERVATION OF RIGHTS.** This Agreement does not, and is not intended to waive, impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties.
- 22. **DELEGATION/SUBCONTRACT/ASSIGNMENT.** Neither Party shall delegate, subcontract, and/or assign any obligations or rights under this Agreement without the prior written consent of the other Party.
- 23. **NO IMPLIED WAIVER.** Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances, shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
- 24. **SEVERABILITY.** If a court of competent jurisdiction finds a term, or condition, of this Agreement to be illegal or invalid, then the term, or condition, shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.

25. CAPTIONS. The section and subsection numbers and captions in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers and captions shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural number, any reference to the male, female, or neuter genders, and any possessive or nonpossessive use in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.

26. NOTICES. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (1) the date of actual receipt; (2) the next business day when notice is sent express delivery service or personal delivery; or (3) three days after mailing first class or certified U.S. mail.

26.1. If Notice is sent to the County, it shall be addressed and sent to: Oakland County Board of Commissioners Chairperson, 1200 North Telegraph, Pontiac, Michigan 48341, with a copy to Oakland County Sheriff's Office, Business Manager, 1200 N. Telegraph, Bldg. 38E, Pontiac, Michigan 48341.

26.2. If Notice is sent to the Political Subdivision, it shall be addressed to: City of Farmington

26.3. Either Party may change the address and/or individual to which Notice is sent by notifying the other Party in writing of the change.

27. CONTACT INFORMATION.

<u>County of Oakland</u>	<u>City of Farmington</u>
Lieutenant Brent Miles Investigative & Forensic Services Division Narcotics Enforcement Team Office: 248-858-1722 Fax: 248-858-1754 Email: milesbr@oakgov.com	

28. GOVERNING LAW. This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan, without regard to Michigan's conflict of laws provisions.

29. AGREEMENT MODIFICATIONS OR AMENDMENTS. Any modifications, amendments, rescissions, waivers, or releases to this Agreement must be in writing and executed by both Parties.

30. ENTIRE AGREEMENT. This Agreement represents the entire agreement and understanding between the Parties. This Agreement supersedes all other oral or written agreements between the

Parties. The language of this Agreement shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

IN WITNESS WHEREOF, Michael Gingell, Chairperson, Oakland County Board of Commissioners, acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners, a certified copy of which is attached, to execute this Agreement, and hereby accepts and binds the County to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
Michael Gingell, Chairperson
Oakland County Board of Commissioners

WITNESSED: _____ DATE: _____
Printed Name:
Title:

IN WITNESS WHEREOF, _____, acknowledges that he/she has been authorized by a resolution of the Municipality's governing body, a certified copy of which is attached, to execute this Agreement, and hereby accepts and binds the Municipality to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
Printed Name:
Title:

WITNESSED: _____ DATE: _____
Printed Name:
Title:



Michigan HIDTA

Initiative Description and Budget Proposal

All Initiatives which seek HIDTA funding must complete this proposal and return to Michigan HIDTA via e-mail by the announced deadline. Completion of all sections of this proposal is required. The Office of National Drug Control Policy examines these submissions very closely. Your proposal must be clear, concise and complete. **A complete proposal consists of this form AND the Michigan HIDTA FMS Budget Sheet.**

Program Year: Initiative Title:

Submitter's Rank/Name: Submitter's Telephone #:

Submitter's E-mail Address:

SECTION 1: INITIATIVES

Level of Activity - Check all that apply

- Local DTO Focus Multi-State DTO Focus International DTO Focus Interdiction Focus

Does this Initiative Routinely Provide Information to the HIDTA Investigative Support Center (ISDC)?

- YES NO

SECTION 2: PROFILE

Initiative Description

Enter Lead Agency:

Enter Location of Initiative (City):

Check All That Apply

- Initiative is Collocated with other HIDTA Initiatives
- Initiative is Staffed with Full-Time Federal and Full-Time State/Local Personnel
- Full-Time Members of Initiative are Collocated and Commingled with Federal and State/Local Personnel

Initiative Description and Budget Proposal Instructions

Enter your initiative description and budget detail in the text box on the following page. The text box is not character limited, nor is it limited to the visible field on the page. It works best to compose the narrative in Word and copy into the text field on the following page. Please use narrative only to complete this section. The PMP software will not accept graphs, tables, charts, images, etc.

The narrative section is intended to describe the mission and proposed activities for your initiative (dismantling DTOs, meth labs, interdicting drugs/money, apprehending fugitives, etc.) and detail your initiative's funding request. This description should indicate when the initiative was first funded by HIDTA.

Your narrative must be clear, concise and complete. Do not include a long narrative detailing the history or accomplishments of your initiative. Please **limit** your initiative description to several short paragraphs.

The first paragraph should clearly **identify the threat** (drug problem, violent crime, money laundering) in your area. ONDCP expects detailed information regarding the threat in the **HIDTA county/counties which your initiative serves**. Describe the types of drugs being trafficked, the presence/activities of gangs and drug-related violent crime. Include information on DTOs and MLOs operating in your area. **DO NOT** use specific names/addresses for any organizations or provide any information which is law enforcement sensitive or classified. Referring to the Michigan HIDTA Annual Threat Assessment/Drug Market Analysis is essential when describing the threat in your region.

In the next paragraph **discuss your plan to attack the threat** in your region. Describe your initiative and detail your plan to address the specific threats/problems in your area and achieve your performance targets. If your initiative consists of multiple teams, explain how each team's activities attack the drug threat in your HIDTA county. Detail how you will work more efficiently and effectively by conducting intelligence-driven investigations and sharing information (leads).

The next paragraph(s) should **present your budget request**. Remember that HIDTA funding is added-value funding and cannot be used to supplant normal operating budget items. Each budget line item (overtime, equipment, supplies, vehicles, phones, services, etc.) must be detailed in narrative form, specifying the amount requested and how each line item amount will be utilized. It is important to relate why each line item is needed and how it fits into your plan to attack the threat in your region and attain your performance targets. Provide a clear, concise and complete explanation of all items in your budget request. The budget narrative will be reviewed by the Michigan HIDTA Steering Committee and Executive Board before being sent to ONDCP for review and approval.

ONDCP closely examines **vehicle expenditures**. Lease costs and other vehicle-related expenses must be detailed. Ensure the number of vehicles and expenses match the number of eligible officers in your initiative. Examples: *"6 vehicles @ \$500/month x 12 months = \$36,000; Gasoline Expense, 6 officers @ \$200/month x 12 months = \$14,400 ."*

ONDCP also scrutinizes **overtime expenses**. Ensure these expenses line-up with eligible officers in your initiative. ONDCP caps overtime for individual officers at \$9,500 annually. The Michigan HIDTA limits the cap to \$6,500 per officer annually. Each initiative is required to maintain documentation/spreadsheet to ensure these limits are not exceeded. Example: *10 task force officers x \$3,000/annually = \$30,000 annual overtime.*

PLEASE NOTE: Equipment vs. Supplies - There has been a change in how these items are categorized. All items purchased for **\$5,000 or more per item** are categorized as **Equipment**. All items purchased for **\$4,999 or less per item** are categorized as **Supplies**.

Equipment expenses must be detailed. Provide specifics for what will be purchased, the cost, and how it relates to your plan to address the threat. Example: *10 ballistic shields @ \$6,000 each = \$60,000.*

Supplies expenses must be detailed. Provide specifics for what will be purchased, the cost, and how it relates to your plan to address the threat. Example: *12 laptop computers @ \$1,000 each = \$12,000.*

Service expenses must also be detailed. Example: *Monthly cell phone service for 12 officers @ \$100/monthly x 12 months = \$14,400.*

The total of all items must match the total entered in the **"Total Dollar Amount Requested"** field at the top of the next page.

A complete proposal consists of this form AND the Michigan HIDTA FMS Budget Sheet.

Enter Initiative Description and Budget Proposal Detail Below

Total Dollar Amount Requested:

The Oakland County Narcotic Enforcement Team (NET) is a multi-jurisdictional task force which is designed to integrate federal law enforcement agencies for the purpose of identifying, investigating, and prosecuting violators of state and federal narcotic laws. The task force NET was formed in 1971 and is currently directed by the Oakland County Sheriff's Office.

NET is now comprised of fifteen local police departments, and is partnered with the DEA, Oakland County Prosecutors Office and IRS. NET drives its mission by dividing its resources into four investigative teams. Three of the teams are considered street level crews that make undercover cases against street level dealers. These crews are loosely divided up by four quadrants of Oakland County. These teams make the majority of arrests and seizures of street level dealers throughout Oakland County. The fourth team is dedicated to interdiction style cases and street level prescription pill cases. NET also commits full time officers to the DEA, Group 19 and Group 9. It is NET's belief that the interchanging of task force officers results in a highly efficient exchange of intelligence and maximum efforts applied to DTO prosecutions.

Oakland County is a highly diversified county in that it has urban areas like the city of Pontiac and several cities that border the 8 Mile corridor. The city of Pontiac has a population of 59,515 and it has a crime index of seven, 100 being the safest. If you lived in Michigan you would have a 1 in 203 chance of becoming a victim of crime and if you lived in Pontiac, Michigan you would have a 1 in 53 chance of becoming a victim of violent crimes. For every one thousand residents there are 53 that will be a victim of crime. Pontiac has one of the highest crime rates in America when you compare it with other communities of similar size. Oakland County also consists of a high concentration of suburbs and rural northern areas. The population of Oakland County is about 1,200,000 with a very wide range of medium family incomes. Oakland County's drug threat appears to be a mirror image of the Michigan HIDTA's drug threat assessment. Illegal prescription drugs are hitting the street at a very alarming rate and heroin / fentanyl usage is on the rise at an alarming rate. Heroin and fentanyl are the leading cause of over dose related deaths. Cocaine and crack are still readily available anywhere throughout the County, although the street level price appears to be increasing. Marijuana appears to be the number one available drug throughout the County.

Oakland County borders the city of Detroit and is directly south of the city of Flint with I-75 being the major freeway connecting the three cities. Detroit and Flint once again led the state in violent crime in 2014, with Flint topping the list and Detroit at No. 2, according to preliminary annual FBI statistics released this week for cities of over 100,000 people. With 2,337 violent crimes per 100,000 people, Flint residents by far reported the most incidents per capita. Detroit had 2,137 violent crimes for every 100,000 residents.

Large scale DTO's commute between these three cities on a regular basis not being restricted by borders or geographic locations. It is a common practice for drug traffickers to distribute narcotics using I-75, I-96 and I-94 as gateways to our communities. Oakland County appears to be made up of several local DTO's and criminal groups that distribute illegal drugs to users. These criminal groups are supplied by interstate and international DTO's.

The Oakland County NET task force is responding to these evolving drug trends by committing resources to a specialized street crew for prescription pill violations. These include doctors and pain clinics selling directly to users. This crew works very closely with Blue Cross/Blue Shield in identifying targets and fraudulent prescriptions. The Oakland County NET task force also has street crews that initiate investigations into low level and mid level Criminal Groups and DTOs. The investigators utilize informants to make hand to hand purchases from these organizations. This type of case is highly successful in prosecution. The investigators also use informants to conduct drug buys and to provide intelligence information that results in the identification. +

Predicting Expected Outputs: When developing your expected outputs for the Program Year, please ensure you take into consideration your past 2-3 year performance averages. ONDCP frequently refers to these averages when evaluating future performance target numbers.

SECTION 3: DTOs

DTO Expected Outputs:

Predict the number of DTOs and MLOs you expect to disrupt and/or dismantle during the Program Year. Your performance targets should be aggressive but reasonably attainable, considering expected staffing and funding. Remember that your initiative's performance is compared to how successfully it attained its predicted totals. Please note Initiative's performance is not compared to the performance of other initiatives. Include pertinent notes in the Notes/Additional Information box.

DISRUPTED Defined

DISMANTLED Defined

Enter Number of **DTOs** Expected to be Disrupted or Dismantled This Program Year:

Notes/Additional Information:

Enter Number of **MLOs** Expected to be Disrupted or Dismantled This Program Year:

Notes/Additional Information:

SECTION 4: CLANDESTINE LABS

Predict the number of each of the following items which you expect to seize during the Program Year. Include pertinent notes in the Notes/Additional Information box.

Enter the Number of Lab Dump Sites Expected to be Seized

Enter the Number of Chemical/Glassware/Equipment Expected to be Seized

Enter the Number of Children Expected to be Affected

Enter the Number of **Meth Labs** Expected to be Dismantled

Enter the Number of **Other Clan Labs** (Production/Conversion) Expected to be Dismantled

Notes/Additional Information:

SECTION 5: ACTIVITIES

Predict the number of each of the following items for the Program Year. Include pertinent notes in the Notes/Additional Information box.

New HIDTA Cases:

Enter the Number of New HIDTA Initiative Cases Expected to be Opened This Program Year:

Notes/Additional Information:

Case Support:

Enter the Number of Cases Expected to be Provided Analytical Support This Program Year:

Refer to definition of Analytical Support (AS). Project only number of cases which will receive AS from an analyst embedded with your TF or the DSEMIIC/MIOC. Do not include cases which will receive AS from an analyst seated at the HIDTA. A case can be reported receiving AS only **ONCE IN A CALENDAR YEAR** but can be counted each calendar year it receives AS. Project the number of separate cases to receive AS in the year, not the number of times AS is received on all cases. ***Important: Remember to submit a completed survey with your quarterly report for each case receiving AS.***

Enter the Number of Event Deconflictions Expected to be Submitted This Program Year:

Enter the Number of Case Matching Requests Expected to be Submitted This Program Year:

Notes/Additional Information:

SECTION 6: FUGITIVES

Predict the number of fugitives you expect to apprehend for the Program Year. A *Fugitive* is defined as an apprehension made pursuant to some type of court-issued pick-up order, such as an arrest warrant, a writ, etc. An *Arrest* is defined as any apprehension made absent any type of court-issued pick-up order, primarily arrests made on probable cause. Initiative plans to make *Arrests* during the year are indicated by selecting *Arrests* from the *Other Outputs* pick list in Section 7.

Enter the Number of Fugitives Expected to be Arrested This Program Year:

Notes/Additional Information:



Michigan HIDTA
Request for HIDTA Overtime Reimbursement

ONE FORM PER OFFICER

REGULAR OVERTIME

Exhibit B
Michigan HIDTA
Mary Szymanski - Financial Manager
313.967.4523
FAX: 313.965.8183
mszymanski@mi.hidta.net

OFFICER'S NAME AND RANK

HOME DEPARTMENT NAME

PHONE NUMBER

MAILING ADDRESS

FEDERAL TAX ID OR MSP INDEX/PCA

REQUESTING OFFICER IS REQUIRED TO TYPE HIS/HER NAME IN THE BLUE BORDERED BOX BELOW. By typing my name in the box below, I certify that this overtime was incurred pursuant to HIDTA-related investigations on the dates and in the amounts listed.

APPROVING TASK FORCE COMANDER IS REQUIRED TO TYPE HIS/HER NAME IN THE RED-BORDERED BELOW BOX: By typing my name in the box below, I certify that I received this overtime request from the Requesting Officer, and have reviewed and approved it after determining it to be in compliance with ONDCP Program Policy as previously provided to me.

--	--

ITEM #	COMPLAINT #	DATE OT WORKED	# OT HOURS WORKED	OT HOURLY RATE	TOTAL ENTRY COST	LOCATION: Address, City/Township/County
1					\$0.0000	
2					\$0.0000	
3					\$0.0000	
4					\$0.0000	
5					\$0.0000	
					\$0.0000	

ITEM #	PROVIDE A BRIEF DETAIL OF THE CORRESPONDING ITEM # FROM THE TABLE ABOVE.
1	
2	
3	
4	
5	

THIS INFORMATION IS CONFIDENTIAL. DISCLOSURE OF CONFIDENTIAL INFORMATION IS PROTECTED BY THE FEDERAL PRIVACY ACT.

Revised January 2017

YOUR AGENCY LETTERHEAD

January 17, 2018

Director Craig Summers
Michigan HIDTA
28 W. Adams
Suite 400
Detroit, MI 48226

Dear Director Summers:

Please accept this correspondence as notification of the current pay rate for the listed **ADD YOUR AGENCY NAME** police officer assigned to the Oakland County Narcotic Enforcement Team (NET). The rate became effective **July 1, 2017**.

Parent Agency:	ADD YOUR AGENCY NAME
Employee Name/Rank:	ADD OFFICER'S NAME AND RANK
Regular Pay Rate:	OFFICER'S REGULAR HOURLY RATE
Overtime Pay Rate:	OFFICER'S OVERTIME HOURLY RATE

As requested, the overtime rate listed does not include any fringe benefits, such as retirement, FICA, etc. Please contact my office if additional information is required.

Sincerely,

Please Note: This document is used for illustrative purposes only and the required documentation does not have to be the same, but must contain the same elements.

Required: Overtime slip signed by officer's supervisor. This item should include name, date, and overtime hours associated with HIDTA. The overtime rate should also be included unless provided in the paystub or payroll report.



[Redacted name]



[Redacted address]

[Redacted] TIME SHEET

DATE	HOURS	OVERTIME	NET#
07/11/2016	08:30-16:30		
07/12/2016	08:30-16:30		
07/13/2016	08:30-16:30		
07/14/2016	08:30-16:30		
07/15/2016	08:30-16:30		
<p>APPROVED 8/16/16</p> <p>[Redacted Signature]</p>			
08/01/2016	15:00-23:00		
08/02/2016	15:00-23:00		
08/03/2016	14:00-00:00	2hour	16-net-419
08/04/2016	14:00-23:00	1hour	IR-16-263
08/05/2016	03:00-07:00	4hour	IR-16-264
08/05/2016	15:00-23:00		

APPROVING SIGNATURE: [Redacted]

[Redacted]

OVERTIME IN RED HAS BEEN TAKEN AS NET TIME (COMP)
OVERTIME IN GREEN HAS BEEN SUBMITTED FOR MJ OT GRAMP

Please sign and return.



Please Note: This document is used for illustrative purposes only and the required documentation **Exhibit E** does not have to be the same, but must contain the same elements.

Required: Pay stub or payroll report containing the same information as pay stub. If the paystub does not indicate the overtime rate of pay, then please include with the overtime slip.



Pay Period Ending On: 08/07/2016
 Check #: [REDACTED]
 Check Date: 08/12/2016
 Primary Rate: 31.2962
 Withholding Rate: 00
 Federal Allowances: 0

PAYCODE ID	HOURS	OT HOURS	GROSS	YTD	DEDUCTION ID	AMOUNT	YTD
LONGEVITY_PS	0.00	0.00	0.00	350.00	FITW	475.02	8,268.40
SALARY	80.00	7.00	2,832.31	41,498.79	SITW	112.08	1,906.87
TRAINING_PS	0.00	0.00	0.00	876.28	SOCSEC_EE	176.08	2,991.56
SICK_PS_07/01	0.00	0.00	0.00	625.92	MEDICARE_EE	41.18	699.64
F/Y SICK PAYOUT	0.00	0.00	0.00	594.63	DUES_PSO	29.63	444.38
PS SCK GAP	0.00	0.00	0.00	2,879.25	PS_HBL_VISION	9.13	104.73
IN LIEU MED_P_S	0.00	0.00	115.38	1,846.08	RETIRE_PS_OFF	84.97	1,424.49
LIFE_INS	0.00	0.00	0.00	8.96	ICMA_PCNT	117.91	1,959.14
HOLIDAY	0.00	0.00	0.00	1,251.85	FLEX_PLAN	98.50	1,576.00
					SAVINGS_PSO	5.60	84.00
					PNC	647.59	11,474.94
					PNC	1,000.00	16,588.65
					ALLY	150.00	2,400.00
TOTALS:	80.00	7.00	2,947.69	49,931.76	TOTALS:	2,947.69	49,922.80

Net Pay This Period: 1,797.59

LEAVE BANK	PRIOR BALANCE	HOURS ACCRUED	HOURS LOST	HOURS TAKEN	NEW BALANCE
COMP_PS	7.50	0.00	0.00	0.00	7.50
F/Y SICK PAYOUT	0.00	0.00	0.00	0.00	0.00
PS KELLY BANK	0.00	0.00	0.00	0.00	0.00
SICK_PS_07/01	96.00	0.00	0.00	0.00	96.00
SICK_PS GAP	41.00	0.00	0.00	0.00	41.00
VAC_PS	124.00	0.00	0.00	0.00	124.00



08/12/2016

1,797.59

VOID**VOID*****VOID*****CHECK STUB REPRINT*****



Executive Office of the President Office of National Drug Control Policy		Grant Agreement	
1. Recipient Name and Address Douglas J. Spitzley Michigan State Police 333 S. Grand Avenue PO Box 30634 Lansing, MI 48909-0634	4. Award Number (FAIN): G18SM0002A		5. Period of Performance: From 01/01/2018 to 12/31/2019
	6. Federal Award Date: February 26, 2018		
2. Total Amount of the Federal Funds Obligated: \$619,104	7. Action: Initial	8. Supplement Number	
2A. Budget Approved by the Federal Awarding Agency \$619,104	9. Previous Award Amount:		
3. CFDA Name and Number: <i>High Intensity Drug Trafficking Areas Program - 95.001</i>	10. Amount of Federal Funds Obligated by this Action: \$619,104		
3A. Project Description <i>High Intensity Drug Trafficking Areas (HIDTA) Program</i>	11. Total Amount of Federal Award: \$619,104		
12. Consistent with P.L. 115-120, the Extension of Continuing Appropriations Act, 2018, this document provides a total budget and spending ceiling as reflected in Block 10 of the Grant Award document, which represents funding at a rate of 35% of the fiscal year 2017 funding level. Accordingly, the sum of all budgets cannot exceed the award amount reflected in Block 10 of the Grant Award document. The Office of National Drug Control Policy acknowledges that the aforementioned funding level is below the stated budget requirements; however, additional funding cannot be made available until enacted through public law.			
13. Statutory Authority for Grant: <i>Public Law 115-120</i>			
AGENCY APPROVAL		RECIPIENT ACCEPTANCE	
14. Typed Name and Title of Approving Official Michael K. Gottlieb Associate Director Office of National Drug Control Policy	15. Typed Name and Title of Authorized Official Chief Accountant Douglas J. Spitzley Michigan State Police		
16. Signature of Approving ONDCP Official <i>Michael K. Gottlieb</i>	17. Signature of Authorized Recipient/Date		
AGENCY USE ONLY			
18. Accounting Classification Code DUNS: 805340247 EIN: 1386000134K1	19. HIDTA AWARD <i>OND1070DB1819XX OND6113 OND2000000000 OC 410001</i>		



FILE COPY

February 26, 2018

Mr. Douglas J. Spitzley
Michigan State Police
333 S. Grand Avenue, PO Box 30634
Lansing, MI 48909-0634

Dear Mr. Spitzley:

We are pleased to inform you that your request for funding from the High Intensity Drug Trafficking Areas (HIDTA) Program has been approved, and a grant (Grant Number G18SM0002A) has been awarded in the amount of \$619,104. This grant will support initiatives designed to implement the Strategy proposed by the Executive Board of the Michigan HIDTA and approved by the Office of National Drug Control Policy (ONDCP).

The original Grant Agreement, including certain Special Conditions, is enclosed. By accepting this grant, you assume the administrative and financial responsibilities outlined in the enclosed Grant Conditions, including the timely submission of all financial and programmatic reports, the resolution of audit findings, and the maintenance of a minimum level of cash-on-hand. Should your organization not adhere to these terms and conditions, ONDCP may terminate the grant for cause or take other administrative action.

If you accept this award, please sign both the Grant Agreement and the Grant Conditions and return a copy to:

Finance Unit
National HIDTA Assistance Center
11200 NW 20th Street, Suite 100
Miami, FL 33172
(305) 715-7600

Or via email to your respective NHAC accountant.

Please keep the original copy of the Grant Agreement and Grant Conditions for your file. If you have any questions pertaining to this grant award, please contact Shannon Kelly at (202) 395-5872.

Sincerely,

Michael K. Gottlieb

Michael K. Gottlieb
Associate Director

GRANT CONDITIONS

A. General Terms and Conditions

1. This award is subject to The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200 (the "Part 200 Uniform Requirements"), as adopted and implemented by the Office of National Drug Control Policy (ONDCP) in 2 C.F.R. Part 3603. For this award, the Part 200 Uniform Requirements supersede, among other things, the provisions of 28 C.F.R. Parts 66 and 70, as well as those of 2 C.F.R. Parts 215, 220, 225, and 230.

For more information on the Part 200 Uniform Requirements, see <https://cfo.gov/cofar/>. For specific, award-related questions, recipients should contact ONDCP promptly for clarification.

2. This award is subject to the following additional regulations and requirements:
 - 28 CFR Part 69 -- "New Restrictions on Lobbying"
 - Conflict of Interest and Mandatory Disclosure Requirements, set out in paragraph 7 of these terms and conditions
 - Non-profit Certifications (when applicable)
3. Audits conducted pursuant to 2 CFR Part 200, Subpart F, "Audit Requirements" must be submitted no later than nine months after the close of the grantee's audited fiscal year to the Federal Audit Clearinghouse at <https://harvester.census.gov/facweb/>.
4. Grantees are required to submit Federal Financial Reports (FFR) to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Federal Financial Report is required to be submitted quarterly and within 90 days after the grant is closed out.
5. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to, and the right to examine, all paper or electronic records related to the grant.
6. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the grantee, its fiscal agent (s), employees, contractors, as well as state, local, and Federal participants, either on a collective basis or on a personal level, shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.

These general terms and conditions, as well as archives of previous versions of the general terms and conditions, are available online at www.whitehouse.gov/ondcp/grants.

7. Conflict of Interest and Mandatory Disclosures

A. Conflict of Interest Requirements

As a non-Federal entity, you must follow ONDCP's conflict of interest policies for Federal awards. Recipients must disclose in writing any potential conflict of interest to an ONDCP Program Officer; recipients that are pass-through entities must require disclosure from subrecipients or contractors. This disclosure must take place immediately whether you are an applicant or have an active ONDCP award.

The ONDCP conflict of interest policies apply to sub-awards as well as contracts, and are as follows:

- i. As a non-Federal entity, you must maintain written standards of conduct covering conflicts of interest and governing the performance of your employees engaged in the selection, award, and administration of subawards and contracts.
- ii. None of your employees may participate in the selection, award, or administration of a subaward or contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an organization considered for a sub-award or contract. The officers, employees, and agents of the non-Federal entity must neither solicit nor accept gratuities, favors, or anything of monetary value from subrecipients or contractors or parties to subawards or contracts.
- iii. If you have a parent, affiliate, or subsidiary organization that is not a state, local government, or Native American tribe, you must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, you are unable or appear to be unable to be impartial in conducting a sub-award or procurement action involving a related organization.

B. Mandatory Disclosure Requirement

As a non-Federal entity, you must disclose, in a timely manner, in writing to ONDCP all violations of Federal criminal law involving fraud, bribery or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award that includes the term and condition outlined in 200 CFR Part 200, Appendix XII "Award Term and Condition for Recipient Integrity and Performance Matters," are required to report certain civil, criminal, or administrative proceedings to System for Award Management (SAM). Failure to make required disclosures can result in remedies such as: temporary withholding of payments pending correction of the deficiency, disallowance of all or part of the costs associated with noncompliance, suspension, termination of award, debarment, or other legally available remedies outlined in 2 CFR 200.338 "Remedies for Noncompliance".

8. Federal Funding Accountability and Transparency (FFATA) / Digital Accountability and Transparency Act (DATA Act). Each applicant is required to (i) Be registered in SAM before submitting its application; (ii) provide a valid DUNS number in its application; (iii) continue to maintain an active System for Award Management registration with current information at all times during which it has an active Federal award; and (iv) provide all relevant grantee information required for ONDCP to collect for reporting related to FFATA and DATA Act requirements.
9. Subawards are authorized under this grant award. Subawards must be monitored by the award recipient as outlined in 2 CFR 200.331.

10. Recipients must comply with the Government-wide Suspension and Debarment provision set forth at 2 CFR Part 180, dealing with all sub-awards and contracts issued under the grant.
11. As specified in the HIDTA Program Policy and Budget Guidance, recipient must:
 - a) Establish and maintain effective internal controls over the Federal award that provides reasonable assurance that Federal award funds are managed in compliance with Federal statutes, regulations and award terms and conditions. These internal controls should be in compliance with the guidance in "Standards for Internal Control in the Federal Government," issued by the Comptroller General of the United States and the "Internal Control Integrated Framework," issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
 - b) Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.
 - c) Evaluate and monitor compliance with applicable statute and regulations, and the terms and conditions of the Federal award.
 - d) Take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.
 - e) Take reasonable measures to safeguard protected PII and other information ONDCP or the recipient designates consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality.

B. Recipient Integrity and Performance Matters

Reporting of Matters Related to Recipient Integrity and Performance

1. General Reporting Requirement

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain and report current information to the SAM that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition (below). This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

2. Proceedings About Which You Must Report

Submit the information required about each proceeding that:

- a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
- b. Reached its final disposition during the most recent 5 year period; and
- c. Is one of the following:

- (1) A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition (below);
- (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
- (3) An administrative proceeding, as defined in paragraph 5 of this award term and condition, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
- (4) Any other criminal, civil, or administrative proceeding if:
 - (i) It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;
 - (ii) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
 - (iii) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

3. Reporting Procedures

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph 2 of this award term and condition. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

4. Reporting Frequency

During any period of time when you are subject to the requirement in paragraph 1 of this award term and condition, you must report proceedings information through SAM for the most recent 5 year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.

5. Definitions

For purposes of this award term and condition:

- a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and state level, but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.
- b. Conviction, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes—

- (1) Only the Federal share of the funding under any Federal award with a recipient cost share or match; and

- (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

C. Program Specific Terms and Conditions

The following special conditions are incorporated into each award document.

1. This grant is awarded for above program. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP's HIDTA Program Policy and Budget Guidance (PPBG).
2. This award is subject to the requirements in ONDCP's HIDTA PPBG.
3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.
4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.
5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e., the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6 of the HIDTA Program Policy and Budget Guidance.
6. Property acquired with these HIDTA grant funds is to be used for activities of the Michigan HIDTA. If your agency acquires property with these funds and then ceases to participate in the HIDTA, this equipment must be made available to the HIDTA's Executive Board for use by other HIDTA participants.
7. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

D. Federal Award Performance Goals

1. All entities that receive funds from this award are responsible for achieving performance goals established in the HIDTA Performance Management Process (PMP) and approved by the HIDTA's Executive Board and ONDCP.
2. All entities that receive funds from this award must report progress in achieving performance goals at least quarterly using the PMP.

See also Section A. 4 regarding Federal Financial Reports.

E. Payment Basis

1. A request for Advance or Reimbursement shall be made using the HHS/DPM system (www.dpm.psc.gov).
2. The grantee, must utilize the object classes specified within the initial grant application each time they submit a disbursement request to ONDCP. Requests for payment in the DPM system will not be approved unless the required disbursements have been entered using the corresponding object class designations. Payments will be made via Electronic Fund Transfer to the award recipient's bank account. The bank must be Federal Deposit Insurance Corporation (FDIC) insured. The account must be interest bearing.

3. Except for interest earned on advances of funds exempt under the Intergovernmental Cooperation Act (31 U.S.C. 6501 et seq.) and the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450), awardees and sub-awardees shall promptly, but at least annually, remit interest earned on advances to HHS/DPM using the remittance instructions provided below.

Remittance Instructions - Remittances must include pertinent information of the payee and nature of payment in the memo area (often referred to as "addenda records" by Financial Institutions) as that will assist in the timely posting of interest earned on Federal funds. Pertinent details include the Payee Account Number (PAN), reason for check (remittance of interest earned on advance payments), check number (if applicable), awardee name, award number, interest period covered, and contact name and number. The remittance must be submitted as follows:

Through an electronic medium using either Automated Clearing House (ACH) network or a Fedwire Funds Service payment.

- (i) For ACH Returns:

Routing Number: 051036706

Account number: 303000

Bank Name and Location: Credit Gateway—ACH Receiver St. Paul, MN

- (ii) For Fedwire Returns*:

Routing Number: 021030004

Account number: 75010501

Bank Name and Location: Federal Reserve Bank Treas NYC/Funds Transfer Division New York, NY

(* Please note organization initiating payment is likely to incur a charge from your Financial Institution for this type of payment)

For recipients that do not have electronic remittance capability, please make check** payable to: "The Department of Health and Human Services."

Mail Check to Treasury approved lockbox:

HHS Program Support Center, P.O. Box 530231, Atlanta, GA 30353-0231

(** Please allow 4-6 weeks for processing of a payment by check to be applied to the appropriate PMS account)

Any additional information/instructions may be found on the PMS Web site at <http://www.dpm.psc.gov/>.

4. The grantee or subgrantee may keep interest amounts up to \$500 per year for administrative purposes.

RECIPIENT ACCEPTANCE OF GRANT CONDITIONS

Date: _____

Douglas J. Spitzley

Michigan State Police

Budget Detail

2018 - Michigan

Initiative - Oakland County Narcotics Enforcement Team (NET)

Investigation

Award Recipient - Michigan State Police (G18SM0002A)

Resource Recipient - Michigan State Police

Indirect Cost: 0.0%

Awarded Budget (as approved by ONDCP)		\$1,768,868.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer	24	\$105,000.00
Total Overtime		\$105,000.00
Services	Quantity	Amount
Communications - mobile phones & pagers		\$25,000.00
Total Services		\$25,000.00
Total Budget		\$130,000.00

2

Executive Office of the President Office of National Drug Control Policy		AWARD Grant	Page 1 of 1
1. Recipient Name and Address Chief Accountant Douglas J. Spitzley Michigan State Police 333 S. Grand Avenue PO Box 30634 Lansing, MI 48909-0634		4. Award Number: G18SM0002A	
		5. Grant Period: From 01/01/2018 to 12/31/2019	
2. Total Amount of the Federal Funds Obligated: \$1,768,868	6. Federal Award Date: 5/29/2018	7. Action Initial <input checked="" type="checkbox"/> Supplemental	
2A. Budget Approved by the Federal Awarding Agency \$1,768,868	8. Supplement Number 1		
3. CFDA Name and Number: <i>High Intensity Drug Trafficking Areas Program - 95.001</i>	9. Previous Award Amount: \$619,104.00		
3A. Project Description <i>High Intensity Drug Trafficking Areas (HIDTA) Program</i>	10. Amount of Federal Funds Obligated by this Action: \$1,149,764.00		
	11. Total Amount of Federal Award: \$1,768,868.00		
12. The above grant is approved subject to such conditions or limitation as are set forth in the original Grant. Consistent with P.L. 115-141 / H.R. 1625, Consolidated Appropriations Act, 2018, this Grant Award document provides additional funding in the amount indicated in Block 10. This amount, together with the amount equivalent to 35% of the fiscal year 2017 funding level previously made available, as indicated in Block 9, represent the total FY 2018 budget and spending ceiling for this grant, as indicated in Block 11.			
13. Statutory Authority for Grant: Public Law:115-141			
AGENCY APPROVAL		RECIPIENT ACCEPTANCE	
14. Typed Name and Title of Approving Official Michael K. Gottlieb Associate Director Office of National Drug Control Policy		15. Typed Name and Title of Authorized Official Douglas J. Spitzley Michigan State Police	
16. Signature of Approving ONDCP Official Michael K. Gottlieb		17. Signature of Authorized Recipient/Date <i>Douglas J. Spitzley</i> 6/5/18	
AGENCY USE ONLY			
18. Accounting Classification Code DUNS: 805340247 EIN: 1386000134K1		19. HIDTA AWARD OND1070DB1819XX OND6113 OND2000000000 OC 410001	



May 29, 2018

Chief Accountant Douglas J. Spitzley
Michigan State Police
333 S. Grand Avenue, PO Box 30634
Lansing, MI 48909-0634

Dear Mr. Spitzley:

Grant number G18SM0002A has been increased and now totals \$1,768,868.00.

The original of Modification 1 is enclosed. If you accept this Modification, sign the Modification and return a copy to the Assistance Center in Miami. Keep the original Modification for your file.

All terms and conditions of the original award apply to the Modification. If you have any questions pertaining to this grant award, please contact Shannon Kelly at (202) 395-5872.

Sincerely,

Michael K. Gottlieb

Michael K. Gottlieb
Associate Director

Enclosures

Budget Detail

2018 - Michigan

Initiative - Oakland County Narcotics Enforcement Team (NET)

Investigation

Award Recipient - Michigan State Police (G18SM0002A)

Resource Recipient - Michigan State Police

Indirect Cost: 0.0%

Current Budget (net of reprogrammed funds)		\$1,768,868.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer	24	\$105,000.00
Total Overtime		\$105,000.00
Services	Quantity	Amount
Communications - mobile phones & pagers		\$25,000.00
Total Services		\$25,000.00
Total Budget		\$130,000.00

CITY OF FARMINGTON

OAKLAND COUNTY, MICHIGAN

**RESOLUTION TO APPROVE PROGRAM YEAR 2018 HIGH INTENSITY DRUG
TRAFFICKING AREA (HIDTA) SUBRECIPIENT AGREEMENT BETWEEN
THE COUNTY OF OAKLAND AND CITY OF FARMINGTON**

At a meeting of the City Council of the City of Farmington, Oakland County, Michigan, held on the ____ day of _____, 2018, at the City Hall, 23600 Liberty Street, Farmington, Michigan 48335.

The following resolution was offered by _____ and supported by _____.

WHEREAS, the City of Farmington and the County of Oakland will enter into an Agreement for the purpose of delineating their relations and responsibilities regarding the County's use of Grant funds to reimburse the City for overtime expenses incurred related to its participation in the County's Narcotic Enforcement Team (N.E.T.); and

WHEREAS, the N.E.T. is a multi-jurisdictional drug enforcement task force under the direction and supervision of the Oakland County Sheriff's Office; and

WHEREAS, Oakland County submitted an Initiative Description and Budget Proposal to the Executive Board for Michigan High Intensity Drug Trafficking Area (HIDTA) to grant N.E.T. an award of \$105,000 for the program year 2018; and

WHEREAS, Oakland County, as the legal entity that administers N.E.T., has the authority to allocate a portion of the Grant funds to N.E.T. to reimburse the City of Farmington for qualifying overtime costs subject to the terms and conditions of the Agreement.

NOW, THEREFORE, BE IT RESOLVED that the City of Farmington City Council approves the Subrecipient Agreement between the County of Oakland and the City of Farmington, for the High Intensity Drug Trafficking Area (HIDTA), subject to all the terms and conditions, January 1, 2018 through December 31, 2018.

BE IT FURTHER RESOLVED that the City of Farmington City Council authorizes City Manager David Murphy to sign all documents necessary in finalizing the Agreement.

AYES:
NAYS:
ABSTENTIONS:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
)ss
COUNTY OF OAKLAND)

I, SUE HALBERSTADT, the duly-qualified Clerk of the City of Farmington, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Farmington at a duly-called meeting held on _____ day of _____, 2018, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed by official signature this _____ day of _____, 2018.

SUE HALBERSTADT
Clerk, City of Farmington

Farmington City Council Agenda Item	Council Meeting Date: August 20, 2018	Item Number 4G	
Submitted by: Amy Norgard, Controller			
<u>Agenda Topic</u> Business Associate Agreement with Plante & Moran			
<u>Proposed Motion</u> Approve David Murphy to sign Business Associate Agreement on behalf of City of Farmington			
<u>Background</u> Attached Agreement requested by Plante & Moran to be signed prior to beginning of annual audit. It is new and is in response to new health care laws. Essentially, it says that all information that Plante & Moran reviews will be confidential. Attorney Schultz has reviewed document and recommended signature.			
<u>Materials Attached</u> Farmington - Business Associate Agreement			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

BUSINESS ASSOCIATE AGREEMENT

THIS BUSINESS ASSOCIATE AGREEMENT (this "Agreement") is made and entered into this **25th** day of **July, 2018** (the "Effective Date"), by and between **City of Farmington, a City**, ("Covered Entity"), and **PLANTE & MORAN, PLLC**, a Michigan professional limited liability company ("Business Associate"). Covered Entity and Business Associate are sometimes referred to in this Agreement individually as a "Party" and collectively as the "Parties."

RECITALS

- A. Covered Entity wishes to disclose certain Health Information, some of which may constitute Protected Health Information, to Business Associate so that Business Associate can furnish services (the "Services") for or on behalf of Covered Entity pursuant to such engagement(s) as in effect from time to time between Covered Entity and Business Associate relating to such Services (the "Engagement").
- B. Covered Entity and Business Associate intend to protect the privacy and provide for the security of Protected Health Information created or received by Business Associate pursuant to the Engagement in compliance with the Privacy, Security, Breach Notification and Enforcement Rules at 45 CFR Parts 160 and 164 (the "HIPAA Rules"), the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA"), Subtitle D of the Health Information Technology for Economic and Clinical Health Act ("HITECH Act"), and applicable state laws and regulations relating to the privacy, security or confidentiality of Covered Entity's PHI, to the extent that they are not preempted ("State Privacy Laws").
- C. The purpose of this Agreement is to satisfy certain standards and requirements of the HIPAA Rules relating to business associate agreements.
- D. This Agreement is intended to supersede, as of the Effective Date, any prior business associate agreement between Covered Entity and Business Associate.

NOW THEREFORE, in consideration of the premises and of the covenants and agreements set forth in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

- 1. **Definitions.** Terms used, but not otherwise defined, in this Agreement shall have the same meanings (if any) given such terms in the applicable HIPAA Rules. A change to a HIPAA Rule which modifies any defined HIPAA Rule term, or which alters the regulatory citation for the definition, shall be deemed incorporated into this Agreement. Terms defined above shall have the meanings set forth above, except as otherwise provided in this Agreement.
 - a) **"Covered Entity's PHI"** or **"PHI of Covered Entity"** shall mean PHI created, received, maintained or transmitted by Business Associate (or any of its agents or Downstream Subcontractors) from or on behalf of Covered Entity.
 - b) **"Data Aggregation"** shall have the meaning given such term in 45 CFR §164.501.

Business Associate Agreement

- c) “**Designated Record Set**” shall have the meaning given such term in 45 CFR §164.501.
- d) “**Discover**” and “**Discovery**” shall have the meanings given such terms in 45 CFR §164.410.
- e) “**Downstream Subcontractor**” shall mean a “subcontractor” (as such term is defined in 45 CFR §160.103) that creates, receives, maintains or transmits PHI of Covered Entity on behalf of Business Associate.
- f) “**ePHI**” shall have the meaning given to the term “electronic protected health information” in 45 CFR §160.103.
- g) “**Health Information**” shall have the meaning given to such term in 45 CFR §160.103.
- h) “**Individual**” shall have the meaning given to such term in 45 CFR §160.103, and shall include, without limitation, a person who qualifies as a personal representative in accordance with 45 CFR §164.502(g).
- i) “**Privacy Law**” shall mean any applicable law or regulation relating to the privacy, security or confidentiality of Covered Entity’s PHI, including, without limitation, HIPAA, the HITECH Act, the HIPAA Rules, and State Privacy Laws.
- j) “**Privacy Rule**” shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.
- k) “**Protected Health Information**” or “**PHI**” shall have the meaning given to such term in 45 CFR §160.103.
- l) “**Required By Law**” shall have the meaning given such term in 45 CFR §164.103, and shall be subject to any additional requirements created under the HIPAA Rules.
- m) “**Secretary**” shall mean the Secretary of the Department of Health and Human Services or his or her designee.
- n) “**Security Breach**” shall mean a “breach” as defined in 45 CFR §164.402 with respect to Unsecured PHI.
- o) “**Security Incident**” shall have the meaning given such term in 45 CFR §164.304.
- p) “**Security Rule**” shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 CFR Part 160 and Part 164, Subparts A and C.
- q) “**Unsecured PHI**” shall have the meaning given such term in 45 CFR §164.402.

2. Obligations and Activities of Business Associate.

- a) Business Associate shall not use or disclose Covered Entity's PHI other than as permitted or required by this Agreement or as Required By Law.
- b) Business Associate shall use appropriate safeguards, and comply with the Security Rule with respect to ePHI, to prevent use or disclosure of Covered Entity's PHI other than as provided for by this Agreement.
- c) In accordance with 45 CFR §164.308(b)(2) and 45 CFR §164.502(e)(1)(ii), Business Associate shall ensure that any Downstream Subcontractors agree to substantially the same restrictions, conditions and requirements that apply to Business Associate with respect to Covered Entity's PHI.
- d) Business Associate shall make available, to Covered Entity, PHI of Covered Entity maintained by Business Associate in a Designated Record Set as necessary to satisfy Covered Entity's obligations under 45 CFR §164.524. This subsection (d) shall apply only to the extent (if any) that Business Associate maintains PHI of Covered Entity in a Designated Record Set.
- e) Business Associate shall make available PHI of Covered Entity for amendment and, as reasonably requested by Covered Entity, incorporate any amendments to Covered Entity's PHI in a Designated Record Set as necessary to satisfy Covered Entity's obligations under 45 CFR §164.526. This subsection (e) shall apply only to the extent (if any) that Business Associate maintains PHI of Covered Entity in a Designated Record Set.
- f) Business Associate shall maintain and make available to Covered Entity such information required in order to provide an accounting of disclosures by or on behalf of Business Associate as necessary to satisfy Covered Entity's obligations under 45 CFR §164.528.
- g) To the extent, if any, that Business Associate is to carry out one or more of Covered Entity's obligations under the Privacy Rule, Business Associate shall comply with the requirements of the Privacy Rule that apply to Covered Entity in the performance of such obligations.
- h) Business Associate shall make its internal practices, books and records relating to the use and disclosure of Covered Entity's PHI available to the Secretary for purposes of determining compliance with the HIPAA Rules.
- i) Business Associate shall notify Covered Entity without unreasonable delay, and in accordance with 45 CFR §164.410, after becoming aware of or otherwise Discovering, any of the following events: (i) any Security Incident relating to Covered Entity's PHI, provided that minor, unsuccessful incidents that occur on a regular basis, such as scans, "pings" or unsuccessful random attempts to penetrate computer networks or servers maintained by Business Associate need to be reported only as requested from time to time by Covered Entity, (ii) any use or disclosure of Covered Entity's PHI that is not provided for by this Agreement or

Required By Law or (iii) any Security Breach relating to Unsecured PHI of Covered Entity.

- j) If Business Associate receives a subpoena, court or administrative order or other discovery request or mandate for release of Covered Entity's PHI, Business Associate shall notify Covered Entity of the request, so that Covered Entity may seek a protective order or other appropriate remedy, and Business Associate shall reasonably cooperate with Covered Entity should Covered Entity seek such protective order or other remedy. Business Associate shall, to the extent possible, consult with Covered Entity prior to responding and shall advise Covered Entity of how it intends to respond as soon as such determination is made.

3. **Permitted Uses and Disclosures by Business Associate.**

- a) Business Associate may use or disclose Covered Entity's PHI: (i) as necessary to perform the Services, (ii) as Required By Law, (iii) to a Downstream Subcontractor in accordance with and subject to 45 CFR §164.308(b)(2) and 45 CFR §164.502(e), or (iv) as provided in this Agreement or in any underlying agreement relating to the Engagement.
- b) Business Associate may use PHI of Covered Entity to de-identify the information in accordance with 45 CFR §164.514(a)-(c), so that the Health Information (i) does not identify an Individual, and (ii) with respect to which there is no reasonable basis to believe the information can be used to identify an Individual.
- c) Business Associate may use Covered Entity's PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate. Business Associate may disclose Covered Entity's PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate, provided that disclosures are Required By Law, or that Business Associate obtains reasonable assurances from the person to whom the information is disclosed that the information will be held confidentially and used or further disclosed only as Required By Law or for the purpose for which it was disclosed to the person, and the person agrees to notify the Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
- d) Business Associate may use Covered Entity's PHI to provide Data Aggregation services relating to the health care operations of Covered Entity.
- e) When using, disclosing or requesting Covered Entity's PHI, Business Associate shall make reasonable efforts to limit the use, disclosure or request of the PHI to the minimum necessary to accomplish the intended purpose of the use, disclosure or request. Business Associate shall also comply with guidance as issued from time to time by the Secretary on minimum necessary standards under the Privacy Rule and with applicable minimum necessary requirements under the HIPAA Rules.

4. **Obligations of Covered Entity to Provide Information.**

- a) Covered Entity shall notify Business Associate of any of the following that may affect Business Associate's use or disclosure of Covered Entity's PHI:
 - (1) any limitation(s) in the notice of privacy practices of Covered Entity under 45 CFR §164.520;
 - (2) any changes in, or revocation of, the permission by an Individual to use or disclose his or her PHI; and
 - (3) any restriction on the use or disclosure of PHI that Covered Entity has agreed to or is required to abide by under 45 CFR §164.522.
- b) Covered Entity shall not request Business Associate to use or disclose Covered Entity's PHI in any manner that would not be permissible under the Privacy Rule if done by Covered Entity.
- c) When providing or disclosing Covered Entity's PHI requested by Business Associate, Covered Entity shall make reasonable efforts to limit the disclosure of the PHI to the minimum necessary to accomplish the intended purpose of the use, disclosure or request.

5. **Term and Termination.**

- a) The term of this Agreement shall be effective as of the Effective Date, and shall terminate when all PHI provided by Covered Entity to the Business Associate, or created or received by the Business Associate on behalf Covered Entity, is destroyed or returned to Covered Entity. If it is infeasible to return or destroy PHI, protections shall be extended to such information, in accordance with the termination provisions in Section 5(c) of this Agreement.
- b) Upon a material breach of this Agreement by either Party, the non-breaching Party may terminate this Agreement upon written notice to the breaching Party if the breaching Party does not cure the applicable breach(es) within ten (10) days after written notice by the non-breaching Party describing the breach(es).
- c) Upon termination of this Agreement for any reason, Business Associate shall, with respect to Covered Entity's PHI:
 - (1) Retain only that PHI of Covered Entity which is necessary for Business Associate to continue its proper management and administration or to carry out its legal responsibilities;
 - (2) Return to Covered Entity (or, if agreed to by Covered Entity, destroy) all of Covered Entity's PHI (other than such PHI of Covered Entity retained pursuant to subsection (c)(1) above and (d) below) that Business Associate still maintains in any form, provided that if Business Associate determines in good faith that returning or destroying Covered Entity's PHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible, and shall extend the

Business Associate Agreement

protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible;

- (3) Continue to use appropriate safeguards and comply with the Security Rule with respect to ePHI of Covered Entity to prevent use or disclosure of the ePHI, other than as provided for in this Section 5, for as long as Business Associate retains the ePHI;
 - (4) Not use or disclose any of Covered Entity's PHI that is retained by Business Associate, other than for the purposes for which such PHI was retained and subject to the same conditions set out at Section 3(c) of this Agreement; and
 - (5) Destroy Covered Entity's PHI that is retained by Business Associate when it is no longer needed by Business Associate for its proper management and administration, to carry out its legal responsibilities, or as provided in subsection (c)(2) of this Section.
 - d) The Parties acknowledge that Business Associate has standards of its profession and certain legal requirements that require it to create and retain certain workpapers for its professional services engagements. Business Associate shall, in any event, be permitted to maintain, subject to the confidentiality and related obligations set forth in this Agreement, the minimum amount of documenting evidence ("Workpapers") it deems necessary to support the professional conclusions it reaches, to comply with applicable laws and the standards of its profession. Business Associate's Workpapers are and shall remain property of Business Associate. Covered Entity acknowledges that due to such obligations and responsibilities it may not be feasible for Business Associate to return or destroy all PHI of Covered Entity, and hereby consents to such the retention of records pursuant to such obligations.
6. **Amendment to Comply with Law.** The Parties hereby acknowledge that Privacy Laws relating to electronic data security and privacy are rapidly evolving and that amendment of the Engagement or this Agreement may be required to provide for different or additional procedures to ensure compliance with such developments. The Parties agree to cooperate in amending this Agreement from time to time as necessary for compliance with the requirements of the HIPAA Rules and any other Privacy Laws. Either Party may terminate the Engagement and/or this Agreement upon written notice in the event the other Party fails or refuses to amend this Agreement or the Services as reasonably requested by the other Party in order to comply with Privacy Laws.
 7. **Effect on Underlying Agreement.** Except as specifically required to implement the purposes of this Agreement, or to the extent inconsistent with this Agreement, all other terms of the Engagement shall remain in full force and effect. This Agreement shall control to the extent of any inconsistency between this Agreement and the terms of the Engagement.
 8. **Interpretation.** This Agreement shall be interpreted as broadly as necessary to implement and comply with the HIPAA Rules and other Privacy Laws. Any ambiguity in this

Business Associate Agreement

Agreement shall be resolved in favor of a meaning that complies and is consistent with the HIPAA Rules.

9. **Limited to Business Associate Relationship.** The Parties acknowledge that Business Associate may serve as a business associate in connection with certain matters and not others. This Agreement shall apply only to the extent that Business Associate serves as a business associate (as defined under the HIPAA Rules) in connection with the Services, and shall not be construed as an admission that any other business associate relationship exists between the Parties. Business Associate assumes no obligations under the HIPAA Rules except to the extent that Business Associate is functioning as a business associate with respect to the applicable PHI.
10. **Regulatory References.** A reference in this Agreement to any section or subsection of any Privacy Law shall mean the section as in effect or as amended.
11. **Notification.** All notifications by Business Associate required under this Agreement shall be in writing addressed to Covered Entity at the address for notices to Covered Entity under the Engagement (or, in the absence of any such address, at its principal place of business), to the attention of the Privacy Officer, and shall be in addition to (and not in lieu of) any notifications pursuant to the Engagement. All notifications by Covered Entity required under this Agreement shall be in writing addressed to Business Associate at the address for notices to Business Associate under the Engagement (or, in the absence of any such address, at its principal place of business), and shall be in addition to (and not in lieu of) any notifications pursuant to the Underlying Agreement.
12. **Survival.** The obligations and rights of Business Associate and Covered Entity under Sections 2, 3, 4, 5(c) and (d), 6 and 11 of this Agreement shall survive the termination of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the Effective Date.

COVERED ENTITY:
City of Farmington

BUSINESS ASSOCIATE:
PLANTE & MORAN, PLLC

X _____



:

By: David H. Helisek

(Print name)

Title: _____

Farmington City Council Staff Report	Council Meeting Date: August 20, 2018	Item Number 6A
Submitted by: Frank Demers, Public Safety Director		
Agenda Topic: Presentation of Accreditation Certificate to the Public Safety Department by the Michigan Association of Chiefs of Police (MACP)		
Proposed Motion: N/A		
Background: Robert Stevenson, Executive Director of the MACP and Neal Rossow, Director of Professional Development for the MACP will present the MACP Certificate of Accreditation to Public Safety Director Frank Demers.		
Materials:		

Farmington City Council Staff Report	Council Meeting Date: August 20, 2018	Item Number 7A
Submitted by: Melissa Andrade		
<u>Agenda Topic</u>		
Special Event Application: Essential Family Chiropractic's Super Hero Back to School Bash		
<u>Proposed Motion:</u> Move to approve Essential Family Chiropractic's Super Hero Back to School Bash on Saturday, September 15 from 4 – 7 p.m. in Riley Park and in the parking lot south of the park.		
<u>Background:</u> Essential Family Chiropractic has requested to use Riley Park and the parking lot to the immediate south of the pavilion on Saturday, Sept. 15 from 4 – 7 p.m. for a Super Hero Back to School Bash; they are expecting about 500 people.		
Public Safety would be asked to close the parking lot adjacent to the south side of the pavilion, as was done for the event last year.		
Invited vendors include ZapZone, Goldfish Swim School, Fairly Tale Entertainment, Dunkin Donuts, Edible Arrangement		
The event organizers plan to have at least 30 volunteers to help manage the event.		
Todd Lipa is helping to manage the proceeds for charity.		
<u>Materials:</u> Event application		



CITY USE ONLY

Approval Needed:

- City Manager
- City Council

- Approved
- Denied

City of Farmington Special Event Application

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

Sponsoring Organization's Name Essential Family Chiropractic P.C.

Organization Phone: 248-477-5202

Organization Address 23334 Farmington Rd. Farmington, MI 48334

Organization's Agent: Dr. Natalie Nedanowski Phone: 248-533-8553

Agent's Title: Doctor / President E-mail: drnatalie@eschiropractic.com

Agent's Address: 44045 Medinah Ct Northville, MI 48168

Event Name: 2nd Annual Super (Hero) Back to School Bash

Event Purpose: charity, community, marketing, health education

Event Dates: September 15th (Saturday)

Event Times: 4:00 pm - 7:00 pm

Event Location: Riley Park, parking lot south of park, Essential Family Chiropractic

Number of People Expected: 500

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

- City Operated Event
- Co-sponsored Event Detroit mens Blog
- Private Event *Prohibited in Riley Park*
- Non-Profit Event
- For-Profit Event

open to the public and our practic members

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

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

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

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

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

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

Zap zone, Gold fish, Fairly tale
entertainment, ^{TBD} pizza, ducan donut,
edible arrangement, bounce house,

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

() I have invited local businesses to participate.

Those invited include: Mass email will be sent to all
local businesses related to food
or children.

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

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

parking for police and fire trucks on south side
pavillion.

6. **Other Requests:**

FYI: charity - to raise school supplies for
Farmington and Detroit schools

* tickets sold \$5 for family to provide a lot of all inclusive items such as food and prizes.

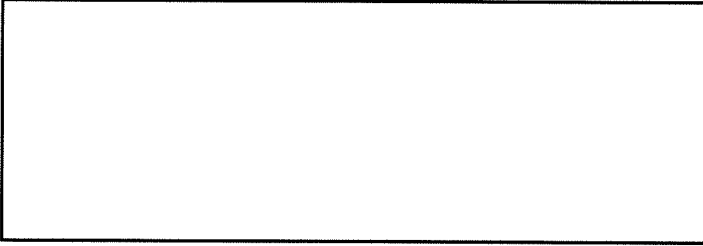
Event Signs: Will this event include the use of signs (YES) (NO)
If yes, refer to Policy Section 8 for requirements and describe the size and location of your proposed signs: Please complete sign illustrations below.

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

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

Banner Length

Width



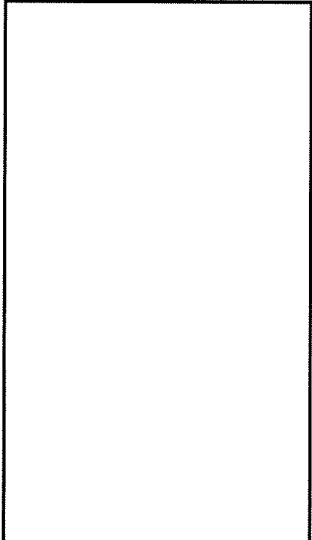
Write copy of banner in the box.

Total Square Footage of the sign cannot exceed eight square feet

Width

Height

Write copy of sign in the box.



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

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

08/16/18
Date


Signature of Sponsoring Organization's Agent

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

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

Phone: 248-474-5500, ext. 2221



detroit moms blog at a glance

- ❖ 30+ Detroit area mom and social media influencers writing regularly about all things mom and all things Detroit.
- ❖ New, original content is published 5 days a week. All content is automatically emailed to our subscriber list and cross-promoted on our robust social media platform.
- ❖ The website receives 40,000+ monthly page views and reaches 25,000+ unique readers. This does not include the platform's social media influence.

social media influence

- ❖ Detroit Moms Blog maintains an active and vibrant social media community . Our readers are engaged and interactive across all of our social media channels. We receive 40+ new likes a week.
- ❖ Facebook :: 11,500+ page likes with a monthly reach of 260,000 people.
- ❖ Twitter :: 1,000+
- ❖ Instagram :: 3,900+

benefits to your brand

- ❖ Detroit Moms Blog is one of the largest parenting websites specifically designed to reach moms in the Detroit Area, and we have experience targeting this specific demographic.
- ❖ We partner with local businesses and organizations through online exposure, but also through our very popular events like our annual Easter Eggstravaganza, Bloom: New & Expecting Mom event, Hanging with Heroes, upcoming Play Dates and Moms Night Out. Events range in attendance and can be customized to highlight a specific business or service.
- ❖ DMB has established relationships with dozens of local and national businesses and brands and can offer partners the opportunity for new relationships and/or cross-promotion.
- ❖ DMB offers the opportunity to target moms both in person and online, depending on your brand's goals and needs; the platform also offers options for every budget.

let us create a custom proposal to partner with your business!

**Farmington City Council
Staff Report**

Council Meeting Date:
August 20, 2018

**Reference
Number
7B**

Submitted by: Melissa Andrade

Description Consideration to appoint a delegate for the Annual MML Convention September 20-22, 2018.

Requested Action Move to appoint (*insert appointee name*) as Farmington's delegate for the annual MML meeting September 20-22, 2018 and (*insert alternate appointee*) as the alternate.

Background

The Michigan Municipal League is requesting that the City Council designate a delegate and alternate, by official action, who will be in attendance at the annual meeting in Grand Rapids, Michigan, September 20-22, 2018. This person will be the official representative to cast the vote for the City of Farmington. They Bylaws for the League provides that each member city and village shall be equally represented and provide a vote in the election of officers and any proposals presented.

Mayor Steve Schneemann and councilmembers Joe LaRussa and Maria Taylor are registered to attend the annual conference.

Materials: Letter from MML

July 18, 2018

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Grand Rapids, September 20-22, 2018. The League's "Annual Meeting" is scheduled for 3:45 pm on Friday, September 21 in Ambassador Ballroom West at the Amway Grand Plaza Hotel. The meeting will be held for the following purposes:

1. Election of Trustees. To elect six members of the Board of Trustees for terms of three years each (see #1 on page 2).
2. Policy. A) To vote on the Core Legislative Principles document.

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <http://www.mml.org/delegate>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by August 21, 2018.

3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <http://www.mml.org/delegate> no later than August 21, 2018.

We love where you live.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, six members of the Board of Trustees will be elected at the annual meeting for a term of three years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus the deadline this year for the League to receive resolutions is **August 21, 2018**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.

Further, “Every proposed resolution submitted by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or modification thereof.”

We love where you live.



3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Thursday, September 20 at Amway Grand Plaza Hotel for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



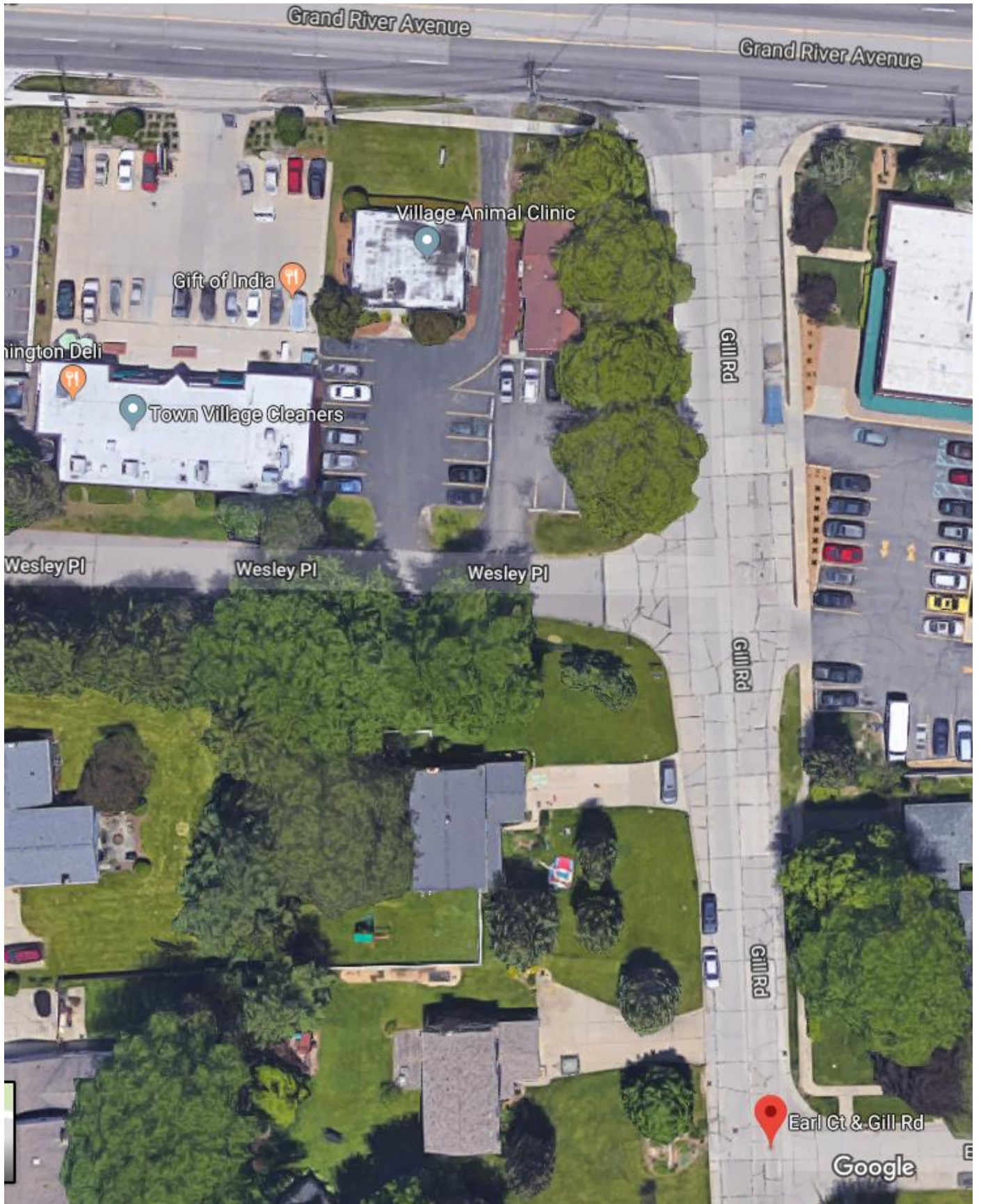
Catherin Bostick-Tullius
President
Commissioner, City of Lapeer



Daniel P. Gilmartin
Executive Director & CEO



Farmington City Council Agenda Item	Council Meeting Date: August 20, 2018	Item Number 7C	
Submitted by: Frank J. Demers, Public Safety Director			
Agenda Topic Amend Traffic Control Order – Prohibited Parking, East Side of Gill Road			
Proposed Motion Approve Amendment to Chapter 5 Section 10(a) of the Traffic Control Order to allow parking on the east side of Gill Road between Earl Court and Freedom Road.			
Background During a recent evaluation of prohibited parking signage on the east side of Gill Road, it was determined that the NO PARKING signage between Grand River Avenue and Earl Court remains necessary to prohibit overflow parking congestion from the extended care facility located on the southeast corner of Grand River and Gill. However, it is recommended that traffic control order be amended to allow parking on the east side of Gill Road from Earl Court to Freedom Road.			
Materials Attached -Resolution to amend Traffic Control Order -Aerial view of Gill Road between Grand River and Earl Court			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager



Grand River Avenue

Grand River Avenue

Village Animal Clinic

Gift of India

hington Deli

Town Village Cleaners

Gill Rd

Wesley Pl

Wesley Pl

Wesley Pl

Gill Rd

Gill Rd

Earl Ct & Gill Rd

Google

CITY OF FARMINGTON
OAKLAND COUNTY, MICHIGAN

RESOLUTION NO.

**A RESOLUTION OF THE FARMINGTON CITY COUNCIL TO AMEND
TRAFFIC CONTROL ORDERS**

The Farmington City Council resolves that the Traffic Control Order issued by the Director of Public Safety of the City Of Farmington, dated February 1972, is hereby amended as follows: as provided for in Section 28-1153 of the Uniform Traffic Code, as adopted in Section 31-51 of the City Code of the City Of Farmington, and Section 31-60 of the City Code of the City of Farmington.

Chapter 5 – PROHIBITED PARKING

AMEND:

Section 5.10 - GILL ROAD

(a) east side from Grand River to Earl Court

RESULT:
MOVER:
SECONDER:
AYES:

I, Susan K. Halberstadt, duly authorized City Clerk for the City of Farmington do hereby certify that the foregoing is a true and correct copy of a motion adopted by the Farmington City Council at a regular meeting held on this 20th day of August 2018, in the City of Farmington, Oakland County, Michigan.

Susan K. Halberstadt, City Clerk

Farmington City Council Agenda Item	Council Meeting Date: August 20, 2018	Item Number 7D
Submitted by Charles Eudy, Superintendent		
Agenda Topic Consideration to approve purchase of Badger water meter software, hardware, training and license fees.		
Proposed Motion Move to authorize the purchase of Beacon software, Two (2) Panasonic Toughbook Tablets (One [1] equipped with Orion CE Receiver), Badger Meter software and hardware training, and licensing fees from Badger Meter Incorporated located at 4545 Brown Deer Road, Milwaukee, Wisconsin 53224-9536 in the amount of \$22,578.04.		
Background <p>The 2017/18 Fiscal Year budget allocated funds to replace water meter reading hardware. Late in the fiscal year, we were informed the current hardware was obsolete and no longer serviceable and the current software will not be maintained by Badger Meter. Administrative staff met with a Badger Meter Account Representative to review options for replacement hardware.</p> <p>Administrative staff recommend the hardware to be replaced with PanasonicToughpads which are a multipurpose device which can be used to read water meters, monitor and diagnose the Oakland County Water Resource Commissioner (OCWRC) SCADA (Supervisory Control and Data Acquisition) equipment at locations OCWRC provides this service within the City. The device could also be used to GPS locate infrastructure. The replacement software will reduce the time Administrative staff to uploading and downloading data during the four (4) meter reading cycles annually.</p> <p>Badger Meter will provide on-site software and hardware training for field staff and administrative staff. The new hardware and software will require one time and annual licensing/user fees.</p> <p>Other water meter reading manufactures quotes are not being solicited due to the current water metering equipment is Badge Meter based.</p>		
Materials Attached Badger Meter Quote No. 393331		
Agenda Review		
Department Head	Finance/Treasurer	City Attorney
City Manager		



Badger Meter

BEACON® Advanced Metering Analytics Mobile Solution

OVERVIEW

The BEACON® Advanced Metering Analytics (AMA) mobile solution from Badger Meter is built on a century of water metering experience, combining our intuitive BEACON AMA software suite with our proven ORION® communication technologies to prepare you for the future.

SOFTWARE APPLICATIONS

BEACON Advanced Metering Analytics (AMA)

The BEACON AMA software suite brings greater visibility and utility management control. With tools beyond meter reading, BEACON AMA software offers targeted Advanced Metering Analytics in a secure hosted platform. The innovative software puts metering data to work with easy-to-use data tools for the utility to increase efficiency in day-to-day utility operations and address demands for actionable intelligence.

- Customizable dashboards to deliver information in a format matched to utility requirements
- Ability to set unique alert conditions to define and monitor exceptions
- Automatic software upgrades
- Integration with your utility systems: billing, work order, inventory, Customer Relationship Management (CRM) and Geographic Information Systems (GIS)

BEACON AMA Field Application Suite

The BEACON AMA Field Application Suite handles field assignments and data collection with ease and efficiency.

BEACON AMA Field Director

The BEACON AMA Field Director web-based application is designed for utilities to manage meter reader field assignments and monitor the read collection process. Dispatchers can update meter reading assignments and monitor their completion from the office.

ORION Mobile Read

ORION Mobile Read is a browser-based application designed for utility meter route reading. Meter reading field assignments and reading data are automatically synchronized with the cloud-based BEACON AMA software anytime an Internet connection is established, so meter readers do not have to come into the office to receive assignments or deliver reading data.

ORION Endpoint Utility

ORION Endpoint Utility software is a client-based troubleshooting application for programming and quick read of ORION Migratable (ME), Fixed Network (SE) and Classic (CE) endpoints. The software can also be used to extract and view historical interval data from endpoints with data profile functionality using IR or RF technology for ORION SE/ME/CE or SE/ME endpoints respectively.



HARDWARE

The BEACON AMA mobile solution features high-powered ORION meter endpoints and a data collector that is both mobile and rugged to deliver precise daily meter information. The mobile solution is comprised of the following hardware:

ORION Endpoints

Compatible with BEACON AMA, ORION endpoints are integral elements of the mobile solution.

- ORION ME endpoints are two-way water endpoints for mobile applications. ORION ME endpoints are easily upgraded from mobile to fixed network data collection without rolling a truck or reprogramming the endpoint, preparing you for the future.
- ORION CE endpoints are one-way water endpoints designed for mobile meter reading.

Panasonic® Toughpad® Tablet

The Panasonic Toughpad Windows®-based tablet is built for highly mobile operations like meter reading. The Toughpad operates in every environment—from intense heat and sunlight, to pouring rain and freezing temperatures. Together with an ORION mobile transceiver kit or ORION mobile receiver kit, the Toughpad is compatible with the BEACON AMA mobile solution, including ORION Mobile Read and the ORION Endpoint Utility software. Also refer to the document, *Panasonic Toughpad Product Data Sheet*, available in the Resource Library at www.badgermeter.com.

ORION Mobile Transceiver, Receiver

The ORION FHSS (frequency hopping spread spectrum) mobile transceiver and mobile receiver are portable devices designed for use with ORION software applications. The transceiver and receiver both feature a plug-and-play design that can be easily maintained and operated. When connected, the ORION mobile transceiver supports RF collection of meter reading data from ORION ME and SE endpoints, while the ORION mobile receiver supports ORION CE endpoints. Also refer to the *ORION ME Mobile Transceiver* and *ORION CE Mobile Receiver Application Data Sheets*, available in the Resource Library at www.badgermeter.com.

SECURITY

BEACON AMA is ISO 27001 certified and SOC 2 examined for security, availability and confidentiality.

TECHNICAL SUPPORT AND TRAINING

Configured for the utility, the safe and secure hosted BEACON AMA software suite provides utilities with regular updates, long-term support and maintenance. Comprehensive training is provided at the time of system deployment. To maintain best practices, a library of online videos and options for web-based training and support are also available. Once deployed, our technical support specialists may be contacted by phone, email and web to provide ongoing, utility-friendly support. Additionally, Badger Meter offers extended customized training to further enhance user expertise.

TECHNICAL REQUIREMENTS

BEACON AMA and Field Director

Developed as hosted software platforms, BEACON AMA and Field Director are cloud-based software applications accessed through a standard web browser. User logins provide secure access. Field assignment data is synchronized with ORION Mobile Read on the mobile collection device through a wireless or wired Internet connection. Internet access is required.

BEACON AMA supported web browsers include the latest and next previous major releases of Google® Chrome, Microsoft® Edge, Mozilla® Firefox®, Microsoft® Internet Explorer® (IE 11 only); and Apple® Safari®.

Field Director requires the latest version of Google Chrome.

ORION Mobile Read

ORION Mobile Read is a browser-based application that requires the latest version of Google Chrome and runs on the Panasonic Toughpad tablet, or on a customer-supplied tablet/laptop, which meets or exceeds the specifications listed in the table below. An ORION mobile transceiver or mobile receiver kit is required for collection of mobile meter reading data. Secure user logins limit access to field assignments.

Tablet/Laptop Specifications

NOTE: The Panasonic Toughpad offered by Badger Meter meets or exceeds all the **Recommended** specifications as listed.

TABLET/LAPTOP SPECIFICATIONS			
	Panasonic Toughpad*	Recommended	Minimum
Operating System	Windows 10 Pro	Windows 10 Pro	Windows 7 Professional 32
Memory	8 GB	8 GB	4 GB
CPU	Intel Core i5	Intel Core i7, i5 or equivalent	Intel Core i3 or equivalent
Storage	256 GB SSD	128 GB SSD	128 GB SSD or HDD
Connectivity	Bluetooth® 4.0; Intel WiFi; 4G LTE multi-carrier (for use with customer-supplied data plan)	Bluetooth® 4.0; Intel WiFi; Gobi or other 3G or LTE wireless (for use with customer-supplied data plan)	Bluetooth® 4.0; WiFi; Gobi or other 3G or LTE wireless (for use with customer-supplied data plan)
GPS (required for mapping functions)	On-board NMEA com-based GPS capability	On-board NMEA com-based GPS capability	On-board or external NMEA com-based GPS capability
Screen	Touch-capable; daylight readable	Touch-capable; daylight readable	Touch-capable
Camera	8.0 MP (rear-facing) and webcam	3.0 MP (rear-facing)	—
Battery	Long lasting lithium-ion battery pack, 10.8V, typical 4400 mAh	Long lasting lithium-ion battery pack	Long lasting lithium-ion battery pack
USB port	One (1) USB port	One (1) USB port	One (1) USB port
Ruggedized	MIL-STD-810G certified; IP65-certified	Rugged device recommended	—

*The specifications listed are those for the Panasonic Toughpad offered by Badger Meter.

ORION Endpoint Utility

ORION Endpoint Utility is a client application that runs natively on a Windows-based tablet or laptop, with Windows 7 or higher. An IR communication cable is required for IR programming functions, and an ORION mobile transceiver or mobile receiver kit is required for performing RF quick reads, or two-way RF communications (ORION ME/SE endpoints only).

Making Water Visible®

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www.badgermeter.com



Badger Meter

Panasonic® Toughpad®

OVERVIEW

The Panasonic® Toughpad® FZ-G1 offered by Badger Meter is a fully rugged Windows® tablet designed for highly mobile field workers, like those performing meter reading data collection. The tablet is built to withstand hard knocks and drops and to operate in intense heat, rain and freezing temperatures. While its form factor is remarkably thin and light, the FZ-G1 features a large, daylight-readable display.

Used with ORION® Mobile Read software and endpoints, the FZ-G1 provides a graphical interface for data collection. The tablet has internal GPS that provides users with onscreen mapping capabilities, allowing the user to see a visual representation of the vehicle location, as well as the status of the ORION endpoints. During the reading cycle, the tablet can be used as a reference tool to identify items to investigate and to ensure all endpoints have been read before leaving an area. The tablet can also be used for programming endpoints and as a troubleshooting tool in the field.

SYSTEM

The Toughpad uses a Windows 10, 64-bit professional operating system and an Intel® Core i5 vPro Processor. It is compatible with the BEACON® Advanced Metering Analytics (AMA) mobile solution, including ORION Mobile Read and the ORION Endpoint Utility software. The tablet is suitable for use with ORION endpoints, mobile transceivers and mobile receivers.

DISPLAY

The tablet has a 10.1-inch, 10-point capacitive multi-touch + digitizer HD daylight readable screen.

PERFORMANCE

The Toughpad capacitive screen display works with fingertip touch or a digitizer pen (included). The tablet provides a digitizer pen tether and built-in storage.

The ruggedized tablet is constructed with a magnesium alloy chassis encased with ABS, elastomer corner guards and multiple additional construction elements inside and out that harden the tablet against shock, drop, spray, heat and cold.



STANDARD ACCESSORIES

The following accessories are included with the Panasonic Toughpad tablet.

- Rotating hand strap
- Corner guards
- Lithium-ion battery pack
- AC adapter/power cord
- Digitizer pen
- Soft screen cloth
- Panasonic operating manual

STANDARD SOFTWARE

Badger Meter ORION Mobile Read, ORION Endpoint Utility

SPECIFICATIONS

Operating System	Windows 10, Professional 64
Memory	8 GB
CPU	Intel Core i5
Disk Space	256 GB SSD
Connectivity	Bluetooth® 4.0; Intel WiFi; 4G LTE multi-carrier (for use with customer-supplied data plan)
GPS	On-board GPS capability
Screen	Touch-capable; daylight readable
Camera	8.0 MP (rear-facing) and webcam
Battery	Long lasting lithium-ion battery pack, 10.8V, typical 4400 mAh
Ruggedized	Fully rugged; MIL-STD-810G certified; IP65-certified
USB port	One (1) USB port

PHYSICAL

Size	10.6"(L) x 7.4"(W) x 0.8"(H)
Weight	2.4 lb (with standard battery)

Making Water Visible®

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www.badgermeter.com

The Americas | Badger Meter | 4545 West Brown Deer Rd | PO Box 245036 | Milwaukee, WI 53224-9536 | 800-876-3837 | 414-355-0400
 México | Badger Meter de las Americas, S.A. de C.V. | Pedro Luis Ogazón N°32 | Esq. Angelina N°24 | Colonia Guadalupe Inn | CP 01050 | México, DF | México | +52-55-5662-0882
 Europe, Middle East and Africa | Badger Meter Europa GmbH | Nurtlinger Str 76 | 72639 Neuffen | Germany | +49-7025-9208-0
 Europe, Middle East Branch Office | Badger Meter Europe | PO Box 341442 | Dubai Silicon Oasis, Head Quarter Building, Wing C, Office #C209 | Dubai / UAE | +971-4-371 2503
 Czech Republic | Badger Meter Czech Republic s.r.o. | Maříkova 2082/26 | 621 00 Brno, Czech Republic | +420-5-41420411
 Slovakia | Badger Meter Slovakia s.r.o. | Raciánska 109/B | 831 02 Bratislava, Slovakia | +421-2-44 63 83 01
 Asia Pacific | Badger Meter | 80 Marine Parade Rd | 21-06 Parkway Parade | Singapore 449269 | +65-63464836
 China | Badger Meter | 7-1202 | 99 Hangzhong Road | Minhang District | Shanghai | China 201101 | +86-21-5763 5412
 Switzerland | Badger Meter Swiss AG | Mittelholzerstrasse 8 | 3006 Bern | Switzerland | +41-31-932 01 11



4545 W Brown Deer Road Milwaukee WI 53223
 PO Box 245036 Milwaukee WI 53224-9536
 Phone: 800-876-3837 Fax: 888-371-5982
 Customer Service Rep:

Quotation No. 393331

July 17, 2018

TO Chuck Eudy
 CITY OF FARMINGTON
 23600 LIBERTY ST

CUSTOMER ID: 00211095

FARMINGTON Michigan 483353529

Phone:

Fax:

E-mail: CEudy@farmgov.com

EFFECTIVE DATES: 7/17/2018-7/16/2019

SALESPERSON	PROPOSAL SUBJECT	SHIPPING TERMS/INCO TERMS	PAYMENT TERMS
006530 Mark Wright	BEACON MOBILE	PREPAY/NO CHARGE For SHIPMENTS > \$25,000 FCA FACTORY	NET 30 DAYS

LINE #	DESCRIPTION	QTY	UNIT NET PRICE USD	LINE TOTALS USD
1	BEACON ACTIVATION BEACON-001	1	\$0.00	\$0.00
2	BEACON ENGAGEMENT FEE BEACON-ENGAGEMENT	1	\$3,360.00	\$3,360.00
3	BEACON MBL READ LIC SERV UNIT 68886-501	12	\$191.67	\$2,300.04
4	BEACON MBL READ USER SERV UNIT - 2 USERS 68886-502	24	\$45.00	\$1,080.00
5	BEACON MBL HOSTING SERV UNIT 68886-301	21000	\$0.06	\$1,260.00
6	BEACON AMA INTRO, BEACON DATA EXCHANGE, BEACON MOBILE DATA SYNC, BEACON ORION MOBILE READ, Training 2 Days, On-Site, MR1-0000-2625	1	\$3,600.00	\$3,600.00

THANK YOU FOR YOUR BUSINESS!

This quotation is an offer, made subject to the terms & conditions found on our website: www.badgermeter.com/Company/Legal/Sales-Terms.aspx
 Quoted prices are firm for acceptance, via an order, within the effective dates provided, shipping within 60 calendar days past the expiration of this quotation.



Quotation No. 393331

LINE #	DESCRIPTION	QTY	UNIT NET PRICE USD	LINE TOTALS USD
7	Panasonic Toughbook Tablet, New Customer Agreement, MR1-0000-2553	1	\$4,778.00	\$4,778.00
8	Panasonic Toughbook Tablet, ORION CE Drive By Receiver, New Customer Agreement, MR1-0000-2661	1	\$6,200.00	\$6,200.00

SUBTOTAL-USD	\$22,578.04
TOTAL PRICE-USD	\$22,578.04

Notes and Assumptions:

Badger Meter provides certification files to help manage meter and endpoint inventory and to maintain meter accuracy data. The standard method of delivery for this format is via electronic mail. Any deviations from our standard format, or any custom file formats, will be considered on a time and material basis. Please contact your Account Manager if you require more information. ***** At the beginning of each new contract period, Badger Meter reserves the right to increase the subscription fee price no greater than the increase in the Producers Price Index for Totalizing Fluid Meters and Counting Devices as reported by the U.S. Department of Labor. The date of the previous contract shall be used to determine the base index. ***** Badger Meter continues to improve and redesign our products to provide our customers with state-of-the-art technology solutions. Therefore, Badger Meter reserves the right to provide our newest product solutions as an alternative to the proposed products, provided the replacement products meet the following requirements: are substantially similar to and are at least of equal quality and performance to, are in conformance with the requirements in the applicable specifications, meet the actual needs or are otherwise suitable for the intended use, and are priced at an amount that does not exceed the price of the quoted products. If applicable, sales tax and freight charges will be added at time of invoice.

Actual lead time to be provided at time of order.

If you have any questions concerning this quotation, please contact: Mark Wright, 800-876-3837 x16540, mwright@badgermeter.com
 To place an order, please contact: Jalen McCloud, .

Official authorized quote of Badger Meter Inc.
 Mark Wright, Account Mgr. East

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Badger Meter

BEACON® AMA Mobile and Fixed Network Pricing Terms and Conditions

The following Terms & Conditions apply to BEACON® AMA Mobile Solution and BEACON AMA Traditional Fixed Network Solution services sold by Badger Meter, Inc. ("Badger Meter") or one of its authorized distributors to a utility or non-utility customer ("Customer") and are in addition to those found at <https://www.badgermeter.com/certifications-legal/> and as appropriate, the BEACON General Agreement and/or BEACON Master Agreement executed by Customer.

ONE-TIME FEES

BEACON ENGAGEMENT FEE

A one-time BEACON Engagement Fee, invoiced by Badger Meter or one of its authorized distributors, is required for all BEACON AMA Mobile Solution and Traditional Fixed Network Solution deployments. This fee includes licensing of the BEACON AMA software, setup and activation of Customer's BEACON AMA portfolio, and assistance implementing an initial billing interface file. Fees charged to a Customer by its utility billing vendor for an interface file are separate and are the responsibility of the Customer.

SERVICE UNITS

Recurring service fees are based on asset type and assessed monthly ("Service Units"). Asset types are identified by unique Service Unit part numbers as represented in this section. Service Units will be invoiced by Badger Meter or one of its authorized distributors.

HOSTING FEE SERVICE UNITS

Customers deploying a BEACON AMA Mobile Solution or Traditional Fixed Network Solution will be assessed Hosting Fee Service Units, which include Customer's access to the BEACON AMA software, software updates, hosting of Customer's metering data, and technical support. A Hosting Fee Service Unit represents one (1) month of service for an Account in Customer's BEACON AMA portfolio and will be assessed on the 26th of each month. Service Unit price may vary if purchase increment is changed.

MOBILE: Mobile Hosting Fee Service Units (68886-301) will be assessed monthly, per eligible Mobile Account in Customer's BEACON AMA portfolio. Any Account which is brought into Customer's portfolio which is not classified as a Fixed Network or Cellular Account will be classified as a Mobile Account.

FIXED NETWORK: Fixed Network Hosting Fee Service Units (68886-201) will be assessed monthly, per eligible Fixed Network Account in Customer's portfolio. An Account will be classified as a Fixed Network Account the first time a fixed network message is heard by a gateway.

FIXED NETWORK GATEWAY CELLULAR COMMUNICATION FEE SERVICE UNITS

Cellular gateway backhaul communication Service Units (68886-601) will be assessed quarterly based on cumulative number of cellular backhaul gateways shipped to Customer. A cellular gateway backhaul communication Service Unit represents one (1) month of backhaul service for a gateway shipped to Customer and will be assessed quarterly. Service Units for backhaul communications are available for purchase in multiples of three (3) Service Units and each gateway will consume three (3) Service Units per quarterly invoicing period.

EyeOnWater® CONSUMER ENGAGEMENT SERVICE UNITS

An optional annual EyeOnWater® License is available for BEACON AMA Traditional Fixed Network Solutions. The annual license includes software licensing, setup and activation of EyeOnWater consumer engagement module for fixed network accounts in Customer's BEACON AMA portfolio. An EyeOnWater Service Unit represents one (1) month of Customer access to EyeOnWater consumer engagement tools and will be assessed in multiples of twelve (12) EyeOnWater Service Units (68886-401). EyeOnWater license may be added by a utility at any time. Customer is required to have appropriate data fields provided from billing software to support EyeOnWater. Fees charged to a Customer by its utility billing vendor for interface file are separate and are the responsibility of the Customer.

BEACON AMA FIELD APPLICATION SUITE – MOBILE READ MODULE SERVICE UNITS

An annual BEACON AMA Field Application Suite-Mobile Read Module license is required. This license includes Customer access to the BEACON AMA mobile meter reading software system, software updates, and technical support.

A Mobile Read Module License Service Unit represents one (1) month of Customer access to the BEACON AMA Field Application Suite-Mobile Read Module, including BEACON AMA Field Director, ORION® Mobile Read software and ORION Endpoint Utility software, and will be assessed in multiples of twelve (12) Mobile Read Module License Service Units (68886-501).

BEACON AMA FIELD APPLICATION SUITE – MOBILE READ MODULE USER LOGIN SERVICE UNITS

An annual BEACON AMA Field Application Suite-Mobile Read Module User Login license is required for each Customer User Login for the BEACON AMA mobile meter reading software suite. User Login License includes access to the BEACON AMA Field Application Suite-Mobile Read Module.

A Mobile Read Module User Login License Service Unit represents one (1) month of Customer user access to BEACON AMA Field Director or ORION® Mobile Read software and will be assessed in multiples of twelve (12) Mobile Read Module User Login License Service Units (68886-502).

SERVICE UNIT PRICING AND PAYMENT

Customer will be required to submit a PO to Badger Meter or one of its authorized distributors for applicable Service Units. Initial Service Unit pricing will be held for the first 36-month term at quoted purchase increment, then subject to change thereafter.

Service Units may be purchased in Customer-defined increments except where minimum multiple purchase increments have been stated. Reorder increments will be established at time of initial purchase and may be modified at a later date. Service Unit price may vary if purchase increment is changed.

Service Unit pricing is Net to Customer and will be invoiced by Badger Meter or one of its authorized distributors based on Customer-defined Service Unit purchase increments or minimum multiple purchase increments as noted. Service Unit part numbers are denoted as 68886 and have been included in this document for cross reference with Customer pricing proposal.

Service Units will be consumed on a monthly basis, as applicable to each asset type.

Service Units are non-refundable and non-transferable to another entity without Badger Meter approval.

Service Units may be converted to like-valued, or higher, Service Units of a different asset type with Badger Meter approval.

Service Units expire ten (10) years from date of purchase. Expired Service Units will be forfeited unless converted prior to expiration.

Upon termination of a Customer's BEACON AMA services, for whatever cause, unused Service Units will be forfeited if not converted to Badger Meter or National Meter & Automation, future purchase credit within ninety (90) days.

Failure to renew services at term expiration, or pay for services invoiced by Badger Meter or one of its authorized distributors, may result in termination of services and limited access to Customer's BEACON AMA portfolio at the discretion of Badger Meter.

Making Water Visible®

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www.badgermeter.com

The Americas | Badger Meter | 4545 West Brown Deer Rd | PO Box 245036 | Milwaukee, WI 53224-9536 | 800-876-3837 | 414-355-0400
México | Badger Meter de las Americas, S.A. de C.V. | Pedro Luis Ogazón N°32 | Esq. Angelina N°24 | Colonia Guadalupe Inn | CP 01050 | México, DF | México | +52-55-5662-0882
Europe, Middle East and Africa | Badger Meter Europa GmbH | Nurlinger Str 76 | 72639 Neuffen | Germany | +49-7025-9208-0
Europe, Middle East Branch Office | Badger Meter Europe | PO Box 341442 | Dubai Silicon Oasis, Head Quarter Building, Wing C, Office #C209 | Dubai / UAE | +971-4-371 2503
Czech Republic | Badger Meter Czech Republic s.r.o. | Mařikova 2082/26 | 621 00 Brno, Czech Republic | +420-5-41420411
Slovakia | Badger Meter Slovakia s.r.o. | Racianska 109/B | 831 02 Bratislava, Slovakia | +421-2-44 63 83 01
Asia Pacific | Badger Meter | 80 Marine Parade Rd | 21-06 Parkway Parade | Singapore 449269 | +65-63464836
China | Badger Meter | 7-1202 | 99 Hangzhong Road | Minhang District | Shanghai | China 201101 | +86-21-5763 5412



BEACON[®] AMA

New Contact Form

Sales Person:
Contact Information
Name:
Email:
Company:

Company/Water Utility

Name		
Billing Address		
City	State	Zip Code
Shipping Address (If different than Billing Address)		
City	State	Zip Code
Phone Number		
Federal ID No		
Sales Tax Exempt? Sales tax exemption certificate must be included with PO and sent to utilityorders@badgermeter.com or fax: 888-371-5982)	(Yes)	(No)

BEACON AMA Admin User

*Note: This information will be used to set up your BEACON AMA admin user account.
The person listed should be the primary point of contact.

Name	Title
Email Address	
Phone Number	

A/P Contact Person

*Note: This is the person who will be receiving invoices from Badger Meter.

Name	Title
Email Address	
Phone Number	

Making Water Visible®

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Czech Republic | Badger Meter Czech Republic s.r.o. | Maříkova 2082/26 | 621 00 Brno, Czech Republic | +420-5-41420411
Slovakia | Badger Meter Slovakia s.r.o. | Racianska 109/B | 831 02 Bratislava, Slovakia | +421-2-44 63 83 01
Asia Pacific | Badger Meter | 80 Marine Parade Rd | 21-06 Parkway Parade | Singapore 449269 | +65-63464836
China | Badger Meter | 7-1202 | 99 Hangzhong Road | Minhang District | Shanghai | China 201101 | +86-21-5763 5412

BEA-FM-00745-EN-02 (December 2015)

Farmington City Council Agenda Item	Council Meeting Date: August 20, 2018	Item Number 7E																				
Submitted by Charles Eudy, Superintendent																						
Agenda Topic Consideration to approve purchase of replacement water meters																						
Proposed Motion Move to authorize the purchase of "E-Series water meters from Badger Meter Incorporated located at 4545 Brown Deer Road, Milwaukee, Wisconsin 53224-9536 in the amount not to exceed \$115,000.																						
Background <p>The 2018/19 Fiscal Year budget allocated funds for the purchase of 75 routine replacement water meters, 20 commercial sized water meters, plumbing alterations, and the purchase of 325 replacement water meters for mass meter installation by a contractor. During the budgeting cycle, I the anticipated average water meter cost of \$249. In this area, a majority of the water meters are ¾ inch at a cost of \$217.35. Due to my overestimation it will allow an additional 40 water meters to be purchased and up to 100 additional water meters installed.</p> <p>The water meters are being replaced due to inaccurate recording and a planned mass installation to update the current metering system. To date nearly 2,000 of the 3,524 meter accounts have been replaced with the "E-Series" Meter. By updating the current system the City can accurately read, record and bill for water used. Installing new meters will reduce the time spent reading and processing water bills. New water meters will also reduce the calculated water loss and cost to the City for that water loss.</p> <p>Approximately 440- ¾' or 1" meters and 20- 1½" or 2" water meters are proposed to be replaced this fiscal year. Several orders will be placed due to the limited storage area.</p> <p>The Water Meters will be purchased directly from the manufacture, Badger Water Meter Incorporated located in Milwaukee Wisconsin. Badger Meter does not offer volume purchase discounts.</p> <p>Other water meter manufactures quotes are not being solicited due to the current water billing software and water meter reading equipment is Badge Meter based.</p> <p>Badger Water Meter Cost</p> <table border="0" data-bbox="99 1470 649 1638"> <tr> <td>¾"</td> <td>420</td> <td>@ \$217.35 each=</td> <td>\$91,287.00</td> </tr> <tr> <td>1"</td> <td>20</td> <td>@ \$262.50 each=</td> <td>\$5,250.00</td> </tr> <tr> <td>1½"</td> <td>0</td> <td>@ \$706.60 each=</td> <td>\$0.00</td> </tr> <tr> <td>2"</td> <td>20</td> <td>@ \$916.60 each=</td> <td>\$18,332.00</td> </tr> <tr> <td colspan="3"></td> <td style="text-align: right;">\$114,868.00</td> </tr> </table>			¾"	420	@ \$217.35 each=	\$91,287.00	1"	20	@ \$262.50 each=	\$5,250.00	1½"	0	@ \$706.60 each=	\$0.00	2"	20	@ \$916.60 each=	\$18,332.00				\$114,868.00
¾"	420	@ \$217.35 each=	\$91,287.00																			
1"	20	@ \$262.50 each=	\$5,250.00																			
1½"	0	@ \$706.60 each=	\$0.00																			
2"	20	@ \$916.60 each=	\$18,332.00																			
			\$114,868.00																			
Materials Attached Water Meter Quote Badger																						



Customer Service Rep: BBartsch@badgermeter.com

Quotation No. 377701

March 2, 2018

TO

CUSTOMER ID: 00211095

CITY OF FARMINGTON
23600 LIBERTY ST

FARMINGTON Michigan 483353529

Phone:

Fax:

E-mail:

EFFECTIVE DATES: 3/2/2018-3/3/2019

SALESPERSON	PROPOSAL SUBJECT	SHIPPING TERMS/INCO TERMS	PAYMENT TERMS
006530 Mark Wright	2018 Quote	PREPAY/NO CHARGE For SHIPMENTS > \$25,000 FCA FACTORY	NET 30 DAYS

LINE #	DESCRIPTION	QTY	UNIT NET PRICE USD	LINE TOTALS USD
1	E-Series UltraSonic EP, 5/8" X 3/4-3/4 Bore (3/4 X 7 1/2), Less Connections, HRE-LCD Registration, Gallons, Flow Rate GPM, 9 Dial - 0.01 Gallon, Generic Connectivity, BMI Supplied, 4 use with ORION, Badger Meter Twist Tight Connector, 10 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover, ES1-0000-4541	TBD	\$120.75	
2	E-Series UltraSonic EP, 1" (1 X 10 3/4), Less Connections, HRE-LCD Registration, Gallons, Flow Rate GPM, 9 Dial - 0.01 Gallon, Generic Connectivity, BMI Supplied, 4 use with ORION, Badger Meter Twist Tight Connector, 10 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover, ES1-0000-4613	TBD	\$165.90	
3	No Register, Orion ME 2, Traditional, Indoor-Outdoor, Badger Meter Twist Tight Connector, 8 in, UM1-0015-0632	TBD	\$96.60	
4	E-Series UltraSonic 316SS, 1 1/2", Elliptical, Less Connections, HRE-LCD Registration, Gallons, Flow Rate GPM, 9 Dial - 0.1 Gallon, Generic Connectivity, BMI Supplied, 4 use	TBD	\$610.00	

THANK YOU FOR YOUR BUSINESS!

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Quotation No. 377701

LINE #	DESCRIPTION	QTY	UNIT NET PRICE USD	LINE TOTALS USD
5	with ORION, Badger Meter Twist Tight Connector, 10 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover, ES1-0000-4614 E-Series UltraSonic 316SS, 2", Elliptical, Less Connections, HRE-LCD Registration, Gallons, Flow Rate GPM, 9 Dial - 0.1 Gallon, Generic Connectivity, BMI Supplied, 4 use with ORION, Badger Meter Twist Tight Connector, 10 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover, ES1-0000-4604	TBD	\$820.00	

Notes and Assumptions:

If applicable, sales tax and freight charges will be added at time of invoice.

Actual lead time to be provided at time of order.

If you have any questions concerning this quotation, please contact: Mark Wright, 1-800-876-3837 x16540, mwright@badgermeter.com

To place an order, please contact: Jalen McCloud, 1-800-616-3837 x15984, BBartsch@badgermeter.com

Official authorized quote of Badger Meter Inc.

Mark Wright, Account Mgr. East

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**Farmington City Council
Staff Report**

**Council Meeting
Date:**
August 20, 2018

**Item
Number
7F**

Submitted by:
Charles Eudy, Superintendent

Agenda Topic:
SLC Meter Service to provide ¾ inch & 1 inch water meter installations

Proposed Motion:
Move to approve SLC Meter located at 595 Bradford Street, Pontiac MI to install the proposed 325 water meters at a cost of \$64.00 per meter. If funding permits, additional 100 meters to be installed at a cost of \$64.00 each. The installation project shall not exceed \$27,200.

Background:
Fiscal Year 2018/19 budget allocated funds for the installation of approximately three hundred twenty five (325) ¾ inch, and 1 inch water meters. SLC Meter has conducted several meter replacement programs for the City of Farmington over the last several years. The meter replacement programs have operated smoothly and allowed Water & Sewer Department to dedicate their time to other technical and regulatory requirements of the their department. SLC Meter has not increased their installation cost of \$64.00 per meter from last fiscal year.

Additional installations may be added at a cost of \$64.00 each, if the entire order of water meters is not placed with Badger Meter. SLC Meter is willing to conduct additional meter installations beyond the 325 included in their quote.

The mass install project will focus on homes and businesses east of Drake Road, west of Farmington Road, south of Grand River, and north of State Street.

Materials:
SLC Meter replacement proposal

SLC Meter llc
 595 Bradford St.
 Pontiac, MI 48341

Ph. 248-625-0667
 Fx. 248-625-8650
 www.slcmeter.com

QUOTATION

Date	Quote #
8/1/2018	31478

Name / Address
FARMINGTON CITY 33720 W.NINE MILE RD. FARMINGTON, MI 48334

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

P.O. No.

Expires on	Terms	Rep	Entered by
8/1/2019	Net 30	JFT	JT

Item	Description	Qty	Unit Price	Total
1/INSTALL	FIELD SERVICE: 3/4" OR 1" WATER METER / RADIO REPLACEMENT AT VARIOUS LOCATIONS WITHIN THE CITY WATER DISTRICT	325	64.00	20,800.00
	1. PRICING IS FIRM FOR ONE YEAR. 2. CITY MUST HAVE AMPLE QUANTITY OF CORRECT SIZE METERS ON HAND PRIOR TO PROJECT START UP. 3. ADDITIONAL METERS MAY BE ADDED BY THE CITY, MINIMUM OF 100 METERS PER ADDITION. 4. PROJECT SHALL BE INVOICED EVERY 2 WEEKS UNTIL COMPLETED. 5. TIMEFRAME OF 90 DAYS ESTIMATED.			

Badger will bill separate for their portion of this Multi-Vender Quote	Sales Tax (0.0%)	\$0.00
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Please note the purchase and payment terms of SLC Meter llc. Written acceptance of this quotation is needed to order materials. All special order items have a 30% restocking fee. Brass products not marked "N-L" "BIA" "E-B" or "NSF-61" may contain lead and are not for use in potable or drinking water systems. Please go to www.slcmeter.com for further details.	Total	\$20,800.00
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Thank You!

Farmington City Council Agenda Item	Council Meeting Date: August 20, 2018	Item Number 7G	
Submitted by Charles Eudy, Superintendent			
Agenda Topic Consideration to Approve Change Order No. 1 & 2, and Construction Estimate No.1, for the Farmington DPW Wall Repair & Roof Replacement Project.			
Proposed Motion Move To Approve Change Order No. 1 & 2, and Construction Estimate No. 1 in the amount of \$22,500 to R. Graham Construction, located at 30966 Grand River, Farmington MI 48336 for the Farmington DPW Wall Repair & Roof Replacement Project.			
Background At the November 20, 2017 meeting City Council approved the bid from R. Graham Construction, located at 30966 Grand River, Farmington MI 48336 for the Farmington DPW Wall Repair & Roof Replacement Project. This project will include reconstruction of the collapsed section of wall, tuck pointing of the veneer block, grouting of the concrete block where the anchor bolts secure the mounting support of the block veneer to the building, decorative steel siding and roof replacement at the 32000 W. 9 Mile Pumping Station.			
Change Order No. 1: Includes addition of a Performance Bond in the amount of \$2,500 and Cost associated with providing additional work to complete Roofing Replacement at the DPW Front office (33720 W. 9 Mile Road) and Water Booster Station (33730 W. 9 Mile Road).			
Change Order No. 2: Removal of deteriorated masonry block (CMU) replacement of CMU and grouting of hollow cores with approved concrete mix & #4 rebar. Addition of galvanized steel angle iron supports around entry doors to support CMU, revised window location, size, and quantity.			
Construction Estimated No. 1: Is for construction completed through July 25, 2018, which includes payment for 80% of the roof replacement at the 9 Mile Pumping Station (32000 W. 9 Mile Road), 30% of the Concrete Masonry material, 21% of Change order No. 2, the replacement of deteriorated CMU.			
Orchard Hiltz & McCliment recommend payment of \$22,500 to R. Graham Construction for work completed through July 25, 2018 with an additional \$2,500 held as retainage. To date \$25,000 of the revised contract value of \$99,800 has been earned by R. Graham Construction.			
Materials Attached G701 Change Order No.1 G701 Change Order No.2 G702 Payment Cert. OHM Recommendation of Payment			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

DRAFT

AIA® Document G701™ - 2017

Change Order

PROJECT: *(Name and address)*
City of Farmington DPW Wall Repair
& Retention Building Roofing
33720 W 9 Mile Rd
Farmington, MI 48335

CONTRACT INFORMATION:
Contract For: DPW Wall Repair &
Retention Building Roofing
Date: 11/20/2017

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: 04/26/2018

OWNER: *(Name and address)*
City of Farmington
23600 Liberty Street
Farmington, MI 48335

ARCHITECT: *(Name and address)*
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150

CONTRACTOR: *(Name and address)*
R. Graham Construction LLC
30966 Grand River Ave
Farmington, MI 48336

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Addition of a Performance Bond in the amount of \$2,500 (LS) and Cost associated with providing additional work to complete Roofing Replacements at the DPW Front Office and Booster Station as outlined in the attached proposals from R. Graham Construction. Adjustment of date of Substantial completion pending new start date of 05/02/2018 as indicated below.

The original Contract Sum was
The net change by previously authorized Change Orders
The Contract Sum prior to this Change Order was
The Contract Sum will be increased by this Change Order in the amount of
The new Contract Sum including this Change Order will be

\$	62,000.00
\$	0.00
\$	62,000.00
\$	28,300.00
\$	90,300.00

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be 07/30/2018

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

OHM Advisors

ARCHITECT *(Firm name)*

R. Graham Construction, LLC

CONTRACTOR *(Firm name)*

City of Farmington

OWNER *(Firm name)*

SIGNATURE
Christopher Ozog, Project Architect

PRINTED NAME AND TITLE

SIGNATURE
Richard Graham, Owner R. Graham
Construction, LLC

PRINTED NAME AND TITLE

SIGNATURE
Chuck Eudy, Public Works
Superintendent

PRINTED NAME AND TITLE

DATE

DATE

DATE

Change Order

PROJECT: (name and address) DPW WALL REPAIR & RETENTION 33730 W 9 MILE, FARMINGTON	CONTRACT INFORMATION: Contract For: GENERAL CONSTRUCT. Date: 11/20/2017	CHANGE ORDER INFORMATION: Change Order Number: 002 Date: 7/23/18
OWNER: (name and address) CITY OF FARMINGTON 23600 LIBERTY ST FARMINGTON, MI 48335	ARCHITECT: (name and address) OHM ADVISORS 34000 PLYMOUTH RD LIVONIA, MI 48150	CONTRACTOR: (name and address) R GRAHAM CONSTRUCTION, LLC 30966 GRAND RIVER AVE FARMINGTON, MI 48336

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

REMOVE BOTTOM FACING OF BLOCKS & SOLID FILL W/ APPROVED CONCRETE MIX WITH REBAR #4. INSTALL NEW 6X6X3/8 CHANNEL AT SIDES OF TWO ENTRY DOORS. ADDITIONAL METAL ADDED TO BASE OF WALL BEHIND CHANNEL. INSTALL ADDITIONAL WINDOW (POSITION AND SIZE TO BE INSTALLED PER SPEC DRAWING)

APPROVED 7/31/18

The original (Contract Sum) (Guaranteed Max)	\$ <u>62,000.00</u>	
The net change by previously authorized Change Orders	\$ <u>28,300.00</u>	PR 1
The (Contract Sum) (Guaranteed Max) prior to this Change Order was	\$ <u>62,000.00</u>	
ADN The (Contract Sum) (Guaranteed Max) will be (increased) (by this Change Order in the amount of	\$ <u>9,500.00</u>	PR 2 & 3
ADN The new (Contract Sum) (Guaranteed Max), including this Change Order, will be	\$ <u>99,800.00</u>	
The Contract Time will be (increased) (by (48) days.		
The new date of Substantial Completion will be SEPTEMBER 10, 2018		

CJE
8/9/18

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>OHM ADVISORS</u> ARCHITECT (Firm name)	<u>R. GRAHAM CONSTRUCTION</u> CONTRACTOR (Firm name)	<u>CITY OF FARMINGTON</u> OWNER (Firm name)
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
_____ PRINTED NAME AND TITLE	<u>RICHARD GRAHAM, OWNER</u> PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE
_____ DATE	<u>7/23/18</u> DATE	_____ DATE



AIA Document G703™ – 1992

Continuation Sheet

AIA Document G702™-1992, Application and Certification for Payment, or G736™-2009, Project Application and Project Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 001
 APPLICATION DATE: 7/31/18
 PERIOD TO: 7/25/18
 ARCHITECT'S PROJECT NO: 0111-17-0080

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Not in D or E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)		
0	UNIT MASONRY	10,000.00	0.00	0.00	3,000.00	3000.00	30%	7000.00	300.00
	METAL FABRICATIONS	4,000.00	0.00	0.00	0.00	0.00	0%	4,000.00	
	FLUID APPLIED MEMBRANE	3,000.00	0.00	0.00	0.00	0.00	0%	3,000.00	
	FORMED METAL WALL PANELS	12,000.00	0.00	0.00	0.00	0.00	0%	12,000.00	
	EPDM RUBBER 60 MIL	25,000.00	0.00	20,000.00	0.00	20,000.00	80%	5000.00	2,000.00
	GLAZING	5,000.00	0.00	0.00	0.00	0.00	0%	5,000.00	
	Change Order 2	9,500.00			2000.00	0	2000.00	21%	7500
GRAND TOTAL		68,500.00	0.00	22,000.00	3,000.00	25,000.00	36%	43,500.00	2,500.00



August 9, 2018

Mr. Chuck Eudy **(via e-mail)**
DPW Superintendent
City of Farmington
33720 W. 9 Mile Road
Farmington, Michigan 48335

Regarding: DPW Wall Repairs and Retention Building Roof
OHM Job No. 0111-17-0080
Payment Application No.1 & Change Order No. 1 & 2

Dear Mr. Eudy:

Enclosed are Payment Application No. 1, Change Order No. 1 & 2, and a Contractor's Declaration for the referenced project.

R. Graham Construction, LLC. has completed the work shown on the attached payment application for the period ending July 25, 2018 and we would recommend payment to the Contractor in the amount of **\$22,500.00.**

Sincerely,
OHM Advisors

A handwritten signature in black ink, appearing to read 'Matt Parks', is written over a horizontal line.

Matt Parks, P.E.
Client Representative

cc: Rick Graham, R. Graham Construction, LLC. (via e-mail)
Christopher Ozog, OHM (via e-mail)
Jess Howard, OHM (via e-mail)
File

P:\0101_0125\0111170080_DPW_Building_Wall\Construction\100 Administration\105 Pay Estimates and Stockpiles\No. 1\Pay App No.1_Cover Letter.docx

Farmington City Council Agenda Item	Council Meeting Date: August 20, 2018	Item Number 7H	
Submitted by Charles Eudy, Superintendent			
Agenda Topic Consideration to approve purchase of Zero turn lawn mower			
Proposed Motion Move to approve purchase of an Exmark X-Series 940 EFI equipped with a Kohler engine and 60 inch wide deck, in the amount of \$11,679.00 from Weingartz Supply Inc. located at 39050 Grand River, Farmington Hills, MI 48335.			
Background <p>Fiscal Year 18-19 allocated funds to replace one (1) of the two (2) Exmark Zero turn lawn mowers the Public Services Department uses to maintain municipal properties. The current mower is 7 years old. The replacement schedule called for the replacement of this mower last Fiscal Year, but to other large equipment replacements it was delayed. This zero turn mower is available for immediate delivery.</p> <p>Exmark Zero turn mowers are a rugged dependable mower for commercial use. Weingartz Supply has supplied the State of Michigan municipal purchasing quote. Quotes from other vendors were not solicited due to Weingartz being the State of Michigan approved vendor.</p> <p>The retired Exmark will be listed for auction after delivery of the new mower. We estimate this mower should earn \$2,500 at auction.</p>			
Materials Attached Weingartz Quote #2028187-00			
Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager

QUOTATION

To: **CITY OF FARMINGTON**
 23600 LIBERTY
 FARMINGTON, MI 48335-3529

Quote #: **20228187-00**
 Date: 08/08/18
 Exp Date:

Attn:
 Phone: (248) 473-7250
 Email:

Prepared By: **J.J. Terrell - FH Sales**
 Phone: (248) 893-5875
 Email: jterrell@weingartz.com

Product number	Product and Description	Qty	Sale Price	Total
EXLZX940EKC606W0	Lazer X-Series 940 EFI Kohler 60" Red GO TO WWW.EXMARK.COM/SERVICE-AND-SUPPORT/UHT-HYDRO-LIFE-EXTENSION AND ENROLL YOUR MOWER IN THE HYDRO DRIVE LIFE EXTENSION PROGRAM AND READ DETAILS List Price: \$16,205.00	1	\$11,679.00	\$11,679.00
KH52-050-02-S	Oil Filter List Price: \$12.99	1	\$0.00	\$0.00
KA999696298	20W-50, 4-Cycle Ktech Oil List Price: \$6.99	4	\$0.00	\$0.00

Total \$11,679.00
 Invoice Total \$11,679.00

Approved By

Customer _____ Date _____ Weingartz Representative _____ Date _____

Farmington City Council Staff Report	Council Meeting Date: August 20, 2018	Reference Number 71
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Submitted by: Sue Halberstadt

Description Consideration to Amend the City Fee Schedule – Cemetery Fees and Business License, Permit and Registration Fees

Requested Action Motion to amend the City Fee Schedule effective September 1, 2018, amending Chapter 3, Cemetery, and Chapter 7, Business License, Permit and Registration Fees, as presented.

Chapter 3 - Cemetery

City Administration recommends amending Chapter 3 of the City Fee Schedule, increasing all fees related to the Oakwood Cemetery effective September 1, 2018. Recently the Clerk’s Office conducted a survey of surrounding communities that own and operate cemeteries. The results of the survey showed that fees for the Oakwood Cemetery are lower than many of those communities. The recommended increase will make our cemetery fees more competitive and will put us at the mid-range of other communities. Cemetery fees were last increased in 2013 and it was noted at that time that even with the increase the fees were still low compared with both public and private cemeteries.

Chapter 7 – Business License, Permit and Registration Fees

City Administration also recommends amending Chapter 7 of the City Fee Schedule, increasing business registration and licensing fees effective September 1, 2018. The proposed amendment also removes fees for Masseuse, a section that are is longer relevant due to changes in State law.

Again, the recommended changes are a result of surveying the business and licensing fees of surrounding communities. The proposed increases bring the City in line with those communities. Also, we have added value to the registration fees by listing all registered businesses on our website. Fees in Chapter 7, other than for solicitors and penalties, have not been increased since 1998.

Materials: Proposed Changes to Chapters 3 & 7 of City Fee Schedule

CHAPTER 3

CEMETERY

FEE SCHEDULE

GRAVE:

** Resident	\$ 450.00 <u>900.00</u>
** Non-Resident	\$ 950.00 <u>1800.00</u>

OPENING & CLOSING:

** Weekday Service arriving before 3:00 p.m.	\$ 650.00 <u>850.00</u>
Service arriving after 3:00 p.m.	\$ 800.00 <u>1000.00</u>
**Saturday/Holiday*	
Service arriving before 1:00 p.m.	\$ 900.00 <u>1100.00</u>
Service arriving after 1:00 p.m.	\$ 1,000.00 <u>1350.00</u>

CREMATION BURIAL:

** Weekdays Service arriving before 3:00 p.m.	\$ 300.00 <u>450.00</u>
Service arriving after 3:00 p.m.	\$ 450.00 <u>600.00</u>
**Saturday/Holiday*	
Service arriving before 1:00 p.m.	\$ 425.00 <u>575.00</u>
Service arriving after 1:00 p.m.	\$ 550.00 <u>675.00</u>

**DISINTERMENT: To re-enter

City Cemetery	\$ 800.00
Other Cemetery	\$ 650.00

TRANSFER OF OWNERSHIP:

** Resident	\$ 25.00 <u>40.00</u>
** Non-Resident	\$ 40.00 <u>65.00</u>

CONSTRUCTION OF FOUNDATIONS FOR MEMORIALS AND MARKERS:

** Single up to 42" X 18"	\$ 150.00 <u>175.00</u>
** Double up to 60" X 18"	\$ 275.00 <u>300.00</u>

(\$ ~~.35~~.50 per square inch if larger)

*Holidays, include Martin Luther King, Jr.'s Birthday, Good Friday, day after Thanksgiving, day before or after Christmas and New Year's Day.

NO OPENING OR CLOSING ON SUNDAY, NEW YEAR'S DAY, MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, THANKSGIVING DAY AND CHRISTMAS DAY.

** Amended 6-21-2013

CHAPTER 7

BUSINESS LICENSE, PERMIT AND REGISTRATION FEES

REGISTRATION FEES:

Per Business (each location (Unless Chapter 7 establishes a specific fee)	Annual	\$40.00 <u>50.00</u>
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Outside Sales	Annual	\$100.00
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(Excluding sidewalk promotions)
(Bond up to \$500 may be required)

Vending Machines:

Inside a registered business		No charge
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Other locations (per machine)

\$.50+ Machines	Annual	\$20.00
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.01 to .49 Machines	Annual	\$5.00
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LICENSING/PERMIT/REGISTRATION FEES:

Establishment offering alcohol (Sec. 3.26-3.37)	Application (see Ch. 3) Annual	\$100.00 <u>125.00</u>
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Auction	Daily	\$30.00
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(Bond requirement per code: \$1,000 - \$50,000)	Annual	\$150.00
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(Sec. 6.26-6.28)

Auctioneer	Daily	\$20.00
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(Sec. 6.46-6.49)	Annual	\$100.00
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Bed and Breakfast	Application	\$150.00
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(Sec. 8-30)	Annual	\$40.00
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Carnival/Circus/Exhibition	Daily	\$200.00
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(Bond: \$1,000 - \$10,000)

(Sec. 4.91-4.92)

Coin Operated Amusement Device Establishments	Application	\$150.00
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	Annual	\$40.00
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Distributor-per device (Does not apply to incidental Use on registered businesses) (Sec 4.111-4.140)	Annual	\$10.00
* Collecting/Disposing/Hauling Solid Waste within City (Sec. 16-26)	Annual	\$75.00
* Kennel License (Sec. 5.81-5.82)	Annual	\$75.00
Massage Parlor <u>Facility</u>	Application	
\$250.00 <u>\$300.00</u> (Sec.18.26-18.31)	Annual	\$200.00 <u>\$250.00</u>
* Masseuse	Application	\$150.00
	Annual	\$100.00
****Pawnbrokers (Effective November 18, 2013)	Application Annual	\$50.00 \$50.00
Pornographic Business (Sec.4.181-4.185)	Application Annual	\$350.00 \$300.00
****Precious Metal and Gem Dealers (Effective November 18, 2013)	Application Annual	\$50.00 \$50.00
Public Dances (Bond: \$500 to \$5,000) (Sec. 4.51)	Daily	\$100.00
** Solicitors (Annual application required) For daily registration (Sec. 22.4-22.9)	Application Daily Annual	\$20.00 <u>\$25.00</u> \$10.00 <u>\$15.00</u> \$100.00 <u>\$125.00</u>
Taxicabs (Sec. 33.46-33.54)	Application Annual	\$150.00 \$40.00
Theaters (Sec. 4.93)	Application Annual	\$150.00 \$40.00

NOTE: ***

1. Delinquent penalty of ~~40~~ 20% will be levied after due date.

2. Registrations in the last quarter of the year will be applied to the following year as well

* Amended 7-1-98

** Amended 6-18-01

*** Amended 10-17-11

**** Amended 10-22-13

Farmington City Council Staff Report	Council Meeting Date: August 20,2018	Item Number 7J
Submitted by: City Manager		
Agenda Topic: Intergovernmental Agreement between the City and the DDA		
Proposed Motion: Approve the resolution to terminate the intergovernmental agreement between the City of Farmington and the Farmington DDA.		
Background: The City of Farmington and the DDA (Downtown Development Authority) entered into an intergovernmental Agreement on or about June 21, 2013. The agreement was for the City to provide Executive Services the DDA. The DDA is now in a better position to directly provide these services themselves. The City and the DDA have both budgeted for this transition and are ready to move forward.		
Materials: Resolution regarding the intergovernmental agreement between the City of Farmington and the Farmington DDA.		

CITY OF FARMINGTON

OAKLAND COUNTY, MICHIGAN

**CITY COUNCIL RESOLUTION REGARDING INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY AND THE DDA**

At a meeting of the City Council of the City of Farmington, Oakland County, Michigan, held on the ____ day of _____, 2018, at the City Hall, 23600 Liberty Street, Farmington, Michigan 48335.

The following resolution was offered by _____ and supported by _____.

WHEREAS, the City of Farmington and the Farmington Downtown Development Authority ("DDA") entered into an "Intergovernmental Agreement for Economic and Community Development Services" in or around June 21, 2013, under which the City agreed to have the City Manager serve as the DDA's Executive Director, and also to employ an Assistant to the City Manager who would assist the DDA Board to facilitate developing and executing policies and operational plans toward the economic redevelopment of Downtown Farmington; and

WHEREAS, under the Agreement, the DDA compensated the City in the amount of \$66,000 each fiscal year to cover these management responsibilities and also for general administrative support, such as accounting, payroll, accounts payable, accounts receivable and treasury services; and

WHEREAS, the Agreement was extended by agreement of the parties at various times; and

WHEREAS, the City and the DDA have now determined that it is appropriate to terminate the Agreement and end the arrangement under which the Assistant to the City Manager performs the essential functions of the Executive Director of the DDA; the DDA shall instead directly employ an Executive Director to perform those functions (although the City shall continue to provide general administrative support for general accounting, payroll, accounts payable, accounts receivable, and treasury services).

NOW, THEREFORE, the City Council of the City of Farmington hereby terminates the Intergovernmental Agreement for Economic and Community Development Services, without cause. The effective date of the termination shall be July 1, 2018, if the DDA also adopts a Resolution setting that date as the termination date for the Agreement. If the DDA fails to enact such a Resolution, the date of termination shall be 120 days from the date of this Resolution.

AYES:

NAYS:

ABSTENTIONS:

STATE OF MICHIGAN)
)ss
COUNTY OF OAKLAND)

I, SUE HALBERSTADT, the duly-qualified Clerk of the City of Farmington, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Farmington at a duly-called meeting held on _____ day of _____, 2018, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed by official signature this _____ day of _____, 2018.

SUE HALBERSTADT
Clerk, City of Farmington