



**Special City Council Meeting
6:00 PM, MONDAY, NOVEMBER 17, 2014
Conference Room
Farmington City Hall
23600 Liberty St
Farmington, MI 48335**

FINAL

SPECIAL MEETING MINUTES

A Special meeting of the Farmington City Council was held on November 17, 2014, in Conference Room, Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

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

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Greg Cowley	Councilmember	Present	
William Galvin	Mayor	Present	
JoAnne McShane	Councilmember	Absent	
Steve Schneemann	Mayor Pro Tem	Present	6:10 PM
Jeff Scott	Councilmember	Present	

City Administration Present

City Clerk Halberstadt
Controller Norgard
City Manager Pastue
Treasurer Weber

2. APPROVAL OF AGENDA

Motion to approve the agenda as amended, adding Windmill Planned Unit Development Agreement as item no. 5.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Jeff Scott, Councilmember
AYES:	Cowley, Galvin, Schneemann, Scott
ABSENT:	McShane

3. FINANCIAL AUDIT

A. Fiscal 2013-14 Financial Audit - Plante Moran

Plante Moran Representatives Present: Dave Helisek, Kari Shea, Justin Kolbow

Dave Helisek, along with team members, Kari Shea and Justin Kolbow, presented the results of the Farmington audit for year ended June 30, 2014.

Helisek advised Plante Moran once again was able to give the City's financial statements an unmodified opinion which is the highest level of assurance that can be given. He stated that means the statements as presented fairly reflect the financial position of the City as of June 30, 2014.

Shea advised the City's General Fund ended with a \$2.9 million balance, a reduction of \$52K from last year. She noted \$1.7 million of that amount was unassigned or 22% of the Fund. She noted 22% falls somewhat short of the City's goal of 25%, but stated there is no reason for concern. She noted there are a couple of reasons for the slight decline including: the City loaned money to the DDA for the purchase of property and \$200K applied to the Special Assessment Fund.

Shea advised the City's pension fund is 93.8% funded which is excellent.

Discussion followed regarding the status of the OPEB bonds and how the funds are recorded on the financial statement.

Kolbow provided an audit presentation covering General Fund revenues and expenses, revenues and expenses by governmental activities, and Water and Sewer Fund cash flows.

Shea briefly reviewed Plante Moran's official letter to the City including: internal control related matters identified in the audit; general information regarding the audit process; and legislative and informational items.

Helisek discussed the impact of the recent personal property tax legislation on the City going forward.

Galvin asked what other communities are doing that Farmington should be doing as well.

Helisek responded none, noting they hold Farmington up as an example to other communities regarding being proactive in addressing potential financial issues.

Weber recognized the time and effort Controller Norgard put into the audit.

4. DISCUSSION

A. Discussion - City Manager Search Process

Galvin spoke about the City Manager search process that will include the first step of sending out a Request for Proposal to executive search firms. He stated the goal is to choose a search firm before the Christmas Holiday.

5. WINDMILL PLANNED UNIT DEVELOPMENT

Pastue advised the Windmill developers have requested an option to take a small portion in the northeast corner of the park for a retention pond should one become necessary. He noted, however, it is highly unlikely this will become necessary.

Pastue stated he will ask the Council to approve the agreement as presented with the additional comments discussed in the study session.

Discussion followed regarding the provision for sidewalks in the development.

Pastue confirmed the city is responsible for everything in the park.

6. PUBLIC COMMENT

No public comment was heard.

7. COUNCIL COMMENT

Galvin stated that under Council Comment of the regular meeting he will provide an update on the City Manager search process. He asked Pastue to discuss the circumstances of his resignation under Department Head Comment. He asked that the regular meeting agenda be amended to move Council Comment before the closed session.

8. ADJOURNMENT

1. Motion to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steve Schneemann, Mayor Pro Tem
SECONDER:	Greg Cowley, Councilmember
AYES:	Greg Cowley, William Galvin, Steve Schneemann, Jeff Scott
ABSENT:	JoAnne McShane

The meeting adjourned at 6:50 p.m.

William E. Galvin, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: December 15, 2014