

Regular City Council Meeting 7:00 p.m., Monday, November 18, 2019 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. Board and Commission Minutes
 - B. City Council Minutes
 - C. Farmington Quarterly Investment Report 09/30/19
 - D. Farmington Quarterly Financial Report 09/30/19
 - E. Farmington Quarterly Financial Report Court 09/30/19
 - F. Farmington Monthly Payments Report
 - G. Farmington Public Safety Monthly Report
 - H. Accept updates to the City of Farmington Special Event Policy
- 5. APPROVAL OF REGULAR AGENDA
- 6. PRESENTATION/PUBLIC HEARINGS
 - A. Public Hearing Program Year 2020 Community Development Block Grant Application
- 7. UNFINISHED BUSINESS
 - A. Consideration to Approve 2020 Program Year Community Development Block Grant Application
- 8. NEW BUSINESS
 - A. Special Event Application: Holly Days
 - B. Special Event Application: Harry Potter & the Holiday Skate
 - C. Consideration to Approve the 2019 HIDTA Grant Sub-Agreement between Oakland County and the City of Farmington AND Authorize the City Manager and City Clerk to Sign the Agreement and Proposed Resolution
 - D. Consideration to accept Change Order No.3, and Construction Estimate No. 4 for the Oakland Street Reconstruction
 - E. Consideration to Authorize Purchase of replacement of Public Services two (2) in-ground vehicle maintenance hoist
 - F. Consideration to accept Construction Estimate No. 7 for the 2018 Farmington Roads Maintenance & Rehabilitation

- G. Consideration to approve payment No.2 to Pipeline Management for CCTV inspection of sanitary sewers in the Bel-Aire area
- H. Consideration to Amend Fiscal Year 2019-20 Budget
- 9. DEPARTMENT COMMENT
- 10. CITY COUNCIL COMMENTS
- 11. CLOSED SESSION Discuss Collective Bargaining Agreement and Discuss Written Confidential Communication from the City Attorney
- 12. ADJOURNMENT

Farmington City Council Staff Report

Council Meeting
Date: November 18, 2019

Item Number 4A

Submitted by: Melissa Andrade

Agenda Topic: Accept Minutes from City's Boards and Commissions

CIA: November meeting canceled DDA: October 2 & 15, 2019

Historical: October meeting no quorum

Parking: September 2019 Planning: October 2019

ZBA: November meeting canceled

Library: Not yet posted

Farmington/Farmington Hills Arts Commission: Not yet posted Commission on Children, Youth and Families: October 2019

Emergency Preparedness Committee: October 2019



Wednesday, October, 2 2019 Farmington City Hall

The October 2nd meeting was called to order by Todd Craft at 6:04 p.m.

1. Roll Call

Present: Todd Craft, Tom Pascaris, Micki Skryzcki, Tom Buck, Kathy Griswold, Stephanie

Clement, Steve Schneemann, Rachel Gallagher, Sean Murphy Others Present: David Murphy, Kate Knight, Jessica Westendorf

Public Present: Greg Cowley, Joe LaRussa (6:41)

2. Approval of Items on Consent Agenda

a. Minutes: September 4, 2019 DDA Regular Meeting

b. Minutes: August 14, 2019 Public Art Committee Meeting

Correction: mark Sean Murphy as present to the 9/4 meeting minutes.

Motion to approve items on the consent agenda

Result: Approved [Unanimous]

Moved: Buck Seconded: Micki

3. Approval of Regular Agenda

Motion to approve items on the regular agenda

Result: Approved [Unanimous]

Moved: Buck Seconded: Micki

4. Public Comment

Public comment from Greg Cowely. Two things to share.

Spent last 6 months refinancing building. Not using any bank in the state of Michigan. Banks have been redlined by the FDIC and are not financing any restaurants. Having to go to California for financing.

Trying to attract restaurants and this is a challenge. Building has appraised and come back to 2002 levels, which is good, but would be 30-40% more if it was across the 12 mile line (3-4 miles down the road). We need to attract restaurants. Owners are A) entrepreneurial, and B) know their numbers and need to asses risk. ie Is there enough parking, etc.

Here to answer the TIF question from last night as Greg though it was a fumble in the panel discussion last night [10/1/19].

Birmingham grew from TIF. Value of our building is \$8000, value today is \$48K. 40K goes to DDA, the rest goes to the city, Incremental tax capture. This should be the number one priority. Number one priority should be to grow the TIF on Maxfield Training Center. Think about the math as you prioritize your money.

Need new projects. The only way to grow the TIF is to have new construction downtown.



Wednesday, October, 2 2019 Farmington City Hall

Think about the TIF strategy. There are no TIF projects on Farmington Road. None in the works, none in the future. Think hard before spending money on this. Prioritize Maxfield Training Center. Farmington Road should be the Number 2 priority. 13 million to 15 million in Birmingham is driven by TIF.

Comment by Craft- on behalf of email received from Maria Taylor Public comment closed at 6:13

5. Executive Director Update

Harvest Moon- great turnout! 150 volunteers! Gained volunteers and interest downtown. Tap grant app and streetscape to consider tonight.

Celebrated Mural Installation- including homecoming selfies- Feedback has been tremendous, and we are excited to add this piece to our growing collection of public art. We've captured the installation with time lapse photography.

Knight has accepted a nomination to the Main Street Oakland County Board of Directors, representing Main Street Managers and our needs as a select level community. 2020 is the 20th anniversary of MSOC, (also Oakland County's bicentennial), and there is emphasis at the county level in promoting our downtowns. Opportunities for advocacy include legislative representation, technical grants, professional development training for our downtown businesses and more. We expect that Downtown Farmington will be featured at the forefront. MSOC DDA refresh- Knight and Craft attended. Learned more about TIF law PA 57 reporting requirements, updating and strengthening our TIF Plan, Board Training and other best professional practices

11/7-11/8 Event in Downtown Holland. Knight will send a link.

Panel Discussion 10/1- Went well, 75 attendees. An important community outreach for the work we're doing here at the DDA. A Design Discussion Downtown will bring current Mayor Steve Schneemann, as well as local and national urban design experts Susan Grissim and Mark Nickita, to the FCT for a chat on how we consider designing great public space.

6. Lighting Fixture Purchase

Typical design standard downtown. Upgrade to LED on per unit basis concrete truck through downtown wiped out South-East Corner of the Streetscape. This is a replacement of inventory. Total is \$16,077 for three poles and three luminaires.

Motion to approve the authorization of MLS King Luminaire and decorative light pole fixtures purchase, allocated from Maintenance and Repair 248-759.00-930.000 for \$16,077.00.

Result: Approved [Unanimous]

Moved: Buck Seconded: Micki

7. Farmington Road Streetscape



Wednesday, October, 2 2019 Farmington City Hall

- a. Capital Improvement Plan FY 2020-25
- b. DDA Work Plan
- c. DDA Projection
- d. Opinion of Probable Cost
- e. Bond Rate
- f. Streetscape Presentation

KNIGHT: The Farmington Road Streetscape is a project long anticipated and almost completely bid ready, with construction documents at approximately 75 percent completion. Previously awarded a TAP grant, the project was rescinded prior to acceptance, due to market conditions which rendered match funding unrealized. The streetscape project has remained at the top of DDA work planning prioritization for the several years since. It has concurrently remained a primary priority for Capital Improvement Planning for the city.

City Council has just voted to authorize (this week) submission of a new application for the TAP grant, which must be completed by the October 16, 2019 deadline. The City Council's motion recommended a 50% split between the City and DDA. Supporting financial projection and analysis is provided with this packet. The DDA must consider authorization of partnership with the City in this important downtown capital project.

- a. Capital Improvement Plan FY 2020-25
- b. DDA Work Plan
- c. DDA Projection
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Parking lots & Farmington Road Streetscape discussion Gallagher- How many parking spaces did we end up with on Oakland. Knight: 16-24- we can verify when it's completed

Facilitation of Farmington Road Streetscape is one of our goals.

Reviewed TIF and 2 mills Levey projection with relation to streetscape spreadsheet.

Overview by Craft who was present in the meeting- Weber's goal was- what is the most we can pay but still be able to finance project.

Reviewed scenarios of paying more vs paying less. Number was \$1.5 Million (roughly half the project).

Extremely conservative growth rate projected (2%) compared to 10.8% in 2017, 5.1% in 2019, 6.4% in 2019.

Discussion of conservative growth rate:

Schneeman- why use 2%, can we use an average again.

Murphy- Goal was to keep it conservative

Schneeman- what was the growth during the recession? Murphy- Negative.

Schneeman expressed concern that 2% seems arbitrary.

Craft- explained 2% was based on tax increase if nothing new happened. No sales, no new builds, no development.

Pascaris: Question regarding Total Revenue projection



Wednesday, October, 2 2019 Farmington City Hall

Knight: DDA administration and City Administration reviewed together, numbers, work plan priorities and what we can pay for. This is what we believe to be a fair split.

Buck: What do we anticipate the tax capture for Glen Oona to be? Caution to be careful that we don't rely on things that haven't happened yet.

Knight/Murphy: Confirmed that the Glen Oona deal has closed. Murphy: \$13.5

TIF growth not reflected in the estimate

Buck: Question on legal agreement

Knight: if moving forward with the streetscape, the first two years, safe to say we wouldn't have a lot. Bid: Fall of 2020/winter 2021, Construction begins: 2021 Discussion of Timeline

Gallagher: regarding bank easements and CVS, & How many parking spaces does this gain?

Knight: Bank is investing in that location and seem amenable to project. CVS has retracted out of right of way, improved the lot, property owner is interested.

Buck: Question regarding payment detail. \$3M @ 2.75% for 3 years. Coming up with payments that would be 244?

Reviewed scenarios 30 year bond vs 15 year bond.

Murphy: Question regarding clarification on Page 20 Table A2.

Pause this conversation to review context.

Reviewed Farmington Road Streetscape Graphics, History, Cost Overview.

Discussion of Cost overview engineering fee

- Gallagher: Do we ever put OHM out to bid.
- Knight: We do put it out to bid every 4 years.
- Schneemann: We would have to start from scratch if we put it out to bid again. This is finishing the design and managing construction, not just engineering.

Discussion of potential of construction to come in overbid.

- Buck: Just as Oakland street came in over bid- there could be other factors that increase the bid as well. Probably won't be \$3.9, will be higher. Other projects have gone over. Every year construction costs go over.
- Schneemann: Disagrees. The hope is the engineers have taken construction cost increases into account. If bids come in 10% high, you would VE it to get it back into budget.
- Murphy: Question if this project will need less design tweaking than prior?
- Schneemann: There won't be major design costs.

Discussion of contingency.

- Schneemann: The goal is for competition with the bid.
- Buck: Problem for DDA is these number are totally maxing out. If project comes in overbid, and the expectation is 50% participation, this will not be possible.
- Schneemann: If that happens we can re-evaluation the project. With another year of revenue and a better understanding of where the economy is. Can VE it. More options with a larger project to VE. Tonight



Wednesday, October, 2 2019 Farmington City Hall

is approval for the tap grant. Council will review again, DDA will review again after bid comes in.

Griswold: How long is the grant good for. A: 2 years.

Discussion of waiting to apply for the grant until next year.

- Knight:Need to know we get the grant prior to paying to finalize the drawings and grant deadline has been moved up.
- Schneemann: if we would have done this 5 years ago, we would have already been experiencing TIF growth
- Buck: We already are experiencing TIF growth. If we apply for the grantwe need to be ready to go. Can't apply twice and then back out.
- Pascaris: Important to understand the full aspect of the project.
- Discussion ensued.
- Griswold: Every project has increased exponentially, Fear is that once we
 get into the project and go to bid, it is going to be much more than
 anticipated cost. What Steve is saying that since it's a much bigger
 project, there is more opportunity to VE. What would we end up cutting
 out.
- Steve: what would the alternative be.
- Griswold: Wait until the actual bids come back and review in with confirmed tap grant.
- Buck: We have other options. Our motion could be that we are ready to support 1.2 or 1.4M, not up to 50% supply. Personally believes we should be doing MTC first.
- Murphy: What would our participation in MTC be?
- Buck: Infrastructure cost, improvements to site...
- Schneemann: suggesting that if we do Farmington Rd, MTC won't happen? If the city pays for something in the DDA, wouldn't that be a good thing.
- Buck: Our role is to grow business, develop business, grow TIF. That project is the quickest way to get there.
- Schneemann: Public parking, direct connection to park- not a TIF growth. If we do Farmington Rd Streetscape, MTC will still happen.
- Knight: Timing of the revenue was part of the consideration. If MTC went forward top speed, it would be 5 or 6 years until we realize growth.
- Schneemann: If we don't do this now, I don't see this happening.
- Buck: Disagrees. Do not like open ended numbers
- Schneemann: Can't do a project without going out for bid.
- Craft: to go back to what Kathy said- is your recommendation to get the documents done, put it out for bid and get numbers before approving.
- Schneemann. Doesn't think this is possible. If we blow the number, going over 20%, we will need to VE it. If it's 5% over, we can use contingency...
- Pascaris: What type of participation would the city expect from the DDA on the MTC project?

Discussion of TIF growth on streetscape project.

Discussion of MTC timeline



Wednesday, October, 2 2019 Farmington City Hall

Discussion of MTC cost- Varies on condos vs apt, unit size etc. Not sure specific numbers, but significant increase in capture. At Least 13M

- Griswold: MTC TIF would roll in 5 or 6 years, and would pay for streetscape.
- Murphy: The best time to plant a tree was 20 years ago, the second best time is now!

Craft: Easy to think about what may or could be, but agree with Steve that we don't do it now, it likely will not happen. This is part of our mission as a DDA. Not getting less expensive if we take an approach to set a number and work backwards. If more discussion is needed, let's have it, but if there's time to make a motion.

Discussion of motion up to \$1.5M commitment

- Knight: These growth numbers are extremely conservative numbers, we still have concert series and other programming planned, lots of activities downtown.
- David Murphy added: All along this has been very conservative.
- Buck: Is residential property excluded from TIF? Gallagher: No, changed 2 years ago because of Maxfield.
- Knight: Review of Streetscape promotion materials from Grand River.
 Compelling argument for the streetscape from DDA president at the time from Greg Cowley.

Discussion regarding: amending motion that council has passed and legal ramifications of changing it.

- David Murphy clarifies with attorney: if you are going to cap, you can
 make the motion, council will review it and could decide to not do it all, but
 they will need to review at a later date anyway. Can proceed as is, go
 forward with the tap grant, put it out to bid, etc, move forward with the
 process.
- Schneemann called Tom (lawyer)- to clarify. There will be more formality
 to the arrangements after the bids come back. No reason why city
 manager would do nothing other than what the city council has directed.

Motion to Authorize DDA Director to proceed in accordance with the DDA's recommendations to include:

- Authorizing the TAP Grant application to be submitted to the State by October 16, 2019.
- Approving DDA's recommendation that the City and the DDA split the cost of the Farmington Road Streetscape project on a 50% basis for each entity, up to 1.5M provided by the DDA.
- Authorizing DDA to work with City Engineers to prepare the project for bidding and to bring back the bid results to City Council and the DDA Board for discussion and appropriate action, once the TAP Grant is approved.

Result: Motion Passes 8:0:1

Ayes: Todd Craft, Tom Pascaris, Micki Skryzcki, Tom Buck, Kathy Griswold, Stephanie Clement, Steve Schneemann, Sean Murphy

Naves: Rachel Gallagher

Moved: Buck

Seconded: Pascaris



Wednesday, October, 2 2019 Farmington City Hall

11. Committee Updates:

- a. **Design Committee** no updates
- b. Public Art Committee

Knight: mural successful execution, another grant application (for matching grant installing sculpture by Michigan artist in Downtown Douglas, Blue Dog), consider a public event at Legato Salon for next time.

- **c. Promotions Committee** No meeting since last meeting
- d. Harvest Moon Committee Overview by Westendorf. We are waiting for expenses to shake out to know profit, but overall we saw growth over 30% compared to last year, with Friday being the largest Friday in Harvest Moon History. Thursday was flat, to slightly smaller than LY and Saturday was larger than Thursday. Overall positive sentiment on three nights. Additional comments by chairs Sean Murphy and Kathy Griswold on well organized event. Kudos to Westendorf.

12. Other Business

Knight and David Murphy Overview: Driveway improvement for 33104 Grand River Avenue. Discussion of agreement.

Motion to authorize DDA director to allocate funding from 248-767.11-976.111, Capital Outlay, Buildings, toward the function improvement of the driveway at 33104 Grand River Avenue.

Result: Motion Passed unanimously

Moved: Gallagher Seconded: Clement

Founders festival update from Buck: Reviewed handout of Advisory on what the DDA would like to see happen with the Founders Festival.

Gallagher: Suggestion to change the date- hottest weekend of the year and it's the same weekend of the Ann Arbor art fair.

Discussion of the date- Consider changing to the 9th, 10th, 11th. First full weekend after the 4th of

Discussion of history of Founders Festival.

The DDA board authorizes Knight to send overview from Buck to council, chamber director, and city manager.

13. Board Comment

Schneemann: Thank you for having the confidence to move forward with this very long planned [streetscape] project. We are going to be happy we did it. Looking forward to other projects. Thanks again for all the great discussion while I called the attorney.

Chair yoga for the first time on Saturday at Boot Camp by commander Morche at DPW. One request was to have DDA cornstalk decorations at the Farmington place entrance.

Murphy: Nice job to our president, director, and mayor at the panel discussion last night. Lots of younger people present. Now we can say we are making Farmington Road happen!



Wednesday, October, 2 2019 Farmington City Hall

Craft: Would have like to see more people at the panel discussion. Attended training at with Kate. DDA director from Rochester with economic development director and realized that the DDA was paying for all kinds of things like we do. Rochester decided they were going to take on things that the DDA was doing to free up funds for the DDA to spend elsewhere. Effect-incredible projects with synergy between the city and the DDA. IE stopped paying for streetlights. Throwing it out for thought, because we are stuck in a paradigm that we have been in for a while. The way to get along further is to work with our partners, city, DPW. Look at other cities IE downtown Rochester to see the success they have had. Yes, we have a mission and a TIF capture agreement, but there is grey area, but the city realized that once they freed up the funds from the DDA, they found they could get even more done. It can be done differently and have a different outcome. It could be something to consider. These trainings are extremely valuable!

Appreciate the time tonight. Appreciate the efforts for Harvest Moon, and appreciate the volunteers at harvest moon!

14. Adjournment

Motion to adjourn.

Result: Motion Passed unanimously

Moved: Gallagher

Seconded: Schneemann

DOWNTOWN FARMINGTON

FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY

Draft Meeting Minutes

7:30AM Tuesday, October, 15 2019

Farmington City Hall

The October 15th meeting was called to order by Todd Craft at 7:38 a.m.

1. Roll Call

Present: Todd Craft, Micki Skryzcki, Tom Buck, Stephanie Clement, Sean Murphy, Steve

Schneemann

Others present: Kate Knight

Absent:, Rachel Gallagher, Tom Pascaris, Kathy Griswold

- 2. Approval of Items on Consent Agenda
- 3. Approval of Regular Agenda

Motion to approve items on the regular agenda

Result: Approved [Unanimous]

Moved: Schneemann Seconded: Craft

4. Public Comment

Opened and closed at 7:40

5. Farmington Rd Streetscape-

TAP Grant application requires Resolution from the DDA in support of project. This meeting is to state support officially of the TAP Grant application.

Move to approve the resolution provided, including any minor amendments to language (if any) needed to comply with grant requirements as approved by the DDA Director with legal consult.

Result: Approved [Unanimous]

Moved: Buck

Seconded: Skryzcki

6. Board Comment

Buck: Announced new downtown business moving in today: KickstART is opening a gallery and event space at Split Rock Ventures building on Grand River.

Skryzcki: Warner Mansion hosting Ghost Walk on October 18; all are invited.

13. Adjournment
Schneemann Motion
Clement Second
Unanimously Approved

Meeting Minutes Farmington Parking Advisory Committee Sept 18, 2019

Attendees

Bill Galvin

bgalving@farmgov.com>

Kenneth Crutcher <crutcherk@crutcherstudio.com>,

Frank Demers <FDemers@farmgov.com>

Chris Halas <ch.halas@gmail.com>,

Joe Mantey <cheeseladyfarmington@gmail.com>

Rachel Gallagher <rachelegallagher@aol.com>

<u>Agenda</u>

- 1. Roll call 7:03 p.m.
- Approval of the agenda -

Gallagher made a motion to approve. Crutcher Supported. All were in favor. — Approved

3. Approval of the June 2019 Parking Advisory Committee Minutes

Gallagher made a motion to approve. Crutcher Supported. All were in favor.— Approved

4. Public Comment —

Former Farmington Mayor, Tom Buck, introduced Krystal Schwartz and Andrea Chudy who work in the building that he owns located at 33316 Grand River Ave, Farmington, MI 48336.

Ms. Schwartz alleged that her vehicle was assaulted by 3 men at approximately 7p.m. on September 6, 2019. She also stated that her vehicle was parked in a public space near the MTC.

Chief Demers said that he would further investigate the incident.

Ms Chudy, Ms Schwartz's employer, stated that she had an idea to

improve the parking safety for her employees. She suggested that she would like to rent space in the North lot from the city.

With regard to Ms. Chudy's request, the Parking Committee recommended that she speak with the city manager's office.

5. Public Safety Update —

A. Enforcement Update-

Chief Demers announced that Michael Geldknocker had been hired by the City of Farmington as the new enforcement officer. Officer Geldnocker's first report indicated that the number of citations issued for his first weeks in service indicate that there is an atmosphere of compliance among motorists who park in Farmington. The exact number of citations issued are available in his report, which is on file in the office of of public safety.

B. Newly Installed Observation System-

Chief Demers shared photographs from the newly installed security cameras of the parking areas on Grove St. They indicate that the cameras were fully operational.

C. Farmers Market Test

As a test of the fully operational system, parking was observed during the hours of the Farmer's Market on Saturday, July 17, 2019. The photographs show that that there were two vehicles parked in violation of the time limit. The committee suggested providing the data to the Market Master to see if he knew who the offenders were. If the violators are in fact known to the Market Master, it is the committee's recommendation that he issue a warning. A repeated offense will likely result in a citation.

6. Update Ride Sharing

Chief Demers reported that the ride sharing drop off zone sign has been installed in front the Farmington Civic Theater. Halas will provide an update to see if the space is indicated on the LYFT app and report back at

the next parking meeting.

7. Discuss the economic value of a parking space —

Crutcher read a passage from the book, "The High Cost of Free Parking" by Donald Shoup. The passage explored the concept of curbside parking as a rented space. Given that curbside parking can account for as much as 5-8% of total urban land use, the potential to gain tax revenue can be considerable. The committee agreed that this should be considered as more street parking may need to be added to Downtown Farmington in the future.

8. Special Event Parking —

Halas suggested that the DDA "sandwich board" signs be used as way-finders for future downtown events. This tactic would be in addition to the digital maps that are shared through email and social channels. The purpose of physical way-finding for events is to help visitors who are unfamiliar with the locations of downtown lots such as those on Orchard St.

Gallagher said she would follow up with Sean Murphy on this topic.

9. Future items for discussion

Chief Demers will help identify locations for the "sandwich boards." He will also advise on the timing of set-up and take-down.

Galvin would like to begin an in-depth dialog about parking in the vicinity of the MTC. He would like to review maps, the master plan and would like the help of Kevin Christensen in leading the discussion. He suggested that the committee may need schedule an additional hour specifically for this topic.

10. Committee Comments —

Galvin would like to revisit the Masonic parking agreement relative to the PUD.

The committee would like to review the outcome of Chief Demers' report about Ms. Schwartz allegations.

11. Adjournment 8:09

FARMINGTON PLANNING COMMISSION PROCEEDINGS City Council Chambers, 23600 Liberty Street Farmington, Michigan October 14, 2019

Chairperson Crutcher called the Meeting to order at 7:00 p.m. at City Council Chambers, 23600 Liberty Street, Farmington, Michigan, on Monday, October 14, 2019.

ROLL CALL

Present: Chiara, Crutcher, Kmetzo, Majoros, Perrot, Waun, Westendorf

Absent: None

A quorum of the Commission was present.

OTHER OFFICIALS PRESENT: Director Christiansen, Recording Secretary Murphy

APPROVAL OF AGENDA

MOTION by Majoros, seconded by Chiara, to approve the Agenda. Motion carried, all ayes.

APPROVAL OF ITEMS ON CONSENT AGENDA

A. August 12, 2019 Minutes

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

INTRODUCTION/DISCUSSION AND REQUEST TO SCHEDULE PUBLIC HEARING FOR PLANNED UNIT DEVELOPMENT – CERTAINTY HOME BUYERS, LLC, 22100 HAWTHORNE STREET

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

Director Christiansen stated he does not believe there is a representative here for this item and suggested to move this item to end of Agenda and consider the next item.

MOTION by Chiara, seconded by Perrot, to move this item to the end of the Agenda. Motion carried, all ayes.

<u>SITE PLAN REVIEW FOR PROPOSED MULTIPLE FAMILY RESIDENTIAL</u> CONDOMINIUM – LEO SOAVE, 32057 GRAND RIVER AVENUE

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

Director Christiansen stated this is a site plan review for a proposed multiple family residential condominium for the Leo Soave property located at 32057 Grand River Avenue. The subject property is a vacant site located on Grand River, again, located at 32057 Grand River. The Applicant has submitted plans for a three-unit attached residential condominium to be constructed on the west side of the existing vacant property. The existing site is zoned C-2, Community Commercial. Multiple Family Residential uses are permitted in the C-2 Community Commercial District and require site plan review and approval of the Planning Commission.

The Applicant requested and appeared before the Grand River Corridor Improvement Authority at their August 8th and September 12th, 2019 meetings for review and discussion of their site plan for the proposed multiple family residential condominium. This site is located with the Grand River Corridor Improvement Authority District. The Grand River CIA recommended approval of the proposed condominiums site plan as revised. So there were two different times that the CIA had an opportunity to review a proposed site plan; an initial review at the August 8th meeting, some modifications were made, they reviewed a revised site plan at the September 12th meeting and then forwarded it to the Planning Commission for their review and consideration. A copy of the minutes from the September 12th meeting of the CIA is attached with your staff packet.

OHM Advisors, the City's Planning and Engineering Consultants, has reviewed the Applicant's submitted plans and has provided a planning and an engineering review letter, both dated October 11th, 2019 and they are attached with your staff packet as well.

As indicated here in the staff packet, the Applicant is here this evening to present the proposed site plan to the Commission. The requested action of the Planning Commission this evening is to review and consider the submitted site plan for the proposed multiple family residential condominium. Christiansen went on to indicate that in the staff packets there are a number of support materials provided by the Applicant and we can go through those with the Applicant.

Chairperson Crutcher called the representative from OHM to the podium.

Marguerite Novak, OHM Advisors, came to the podium. She stated that everyone has been provided of copy of their planning letter. Briefly going over the outline of the letter, the site plan is in compliance with the Zoning Ordinance, the Master Plan, the Downtown Area Plan, the Downtown Master Plan and the Downtown Parking Study.

The letter starts by giving a background of the site, a summary of their comments, and then a matrix showing the fulfillment of Land Use Requirements. It then gives items that need to be addressed according to the Zoning Ordinance and discusses compliance.

So, for Zoning Compliance, the project site is located within the C-2, Central Business District where the use of multi-family dwellings are permitted. It generally meets Zoning requirements with the exception of a number of changes that are needed to satisfy the parking, landscaping and then setback requirements.

For parking, the big thing here is was the pavement markings as well as the designated signage relative to visitor parking.

In terms of setback, the proposed design falls short of the required rear yard setbacks, providing a 12-foot setback which differs from the required 20-foot rear yard setback. Also, the front setback in the C-2 District calls for buildings to be situated right at the front lot line which this proposed design is not. The Planning Commission may allow for modification of this distance based on cohesion with surrounding land uses and their current setbacks.

So in terms of landscaping, the rear setback is short, so this design also falls short of the rear yard landscape buffer requirements on both sides, distance for that buffer, but also the number of landscaping materials used. The design also falls short of landscape frontage requirements, with a large portion of the site reserved for natural space of that wetland, the area being disturbed really is only that front part of Grand River and large trees taken out by the paved entrance which does leave little space for actual landscaping of that area.

Then lastly, just a few additional items, we want to get a photometric plan showing luminosity and then location of all lighting proposed for the site. Further identification of materials and colors used for the building façade should also be shown and noted on the site plan. And then location and details of waste receptacles and mechanical equipment along with any necessary landscaping screening for those items will be required as well.

We just want to reiterate that we defer to the Planning Commission on determination of the Land Use Requirements if they are or are not being met and our comments are intended to help direct discussion tonight.

Chairperson Crutcher thanked Novak and called the Engineering Consultant to the podium.

Jessica Howard, OHM Advisors, came to the podium. She stated for the engineering review, she will briefly highlight some of the major items of concern. Our letter is situated with the project and site description followed by overall comments directed towards the utilities, storm water management, pavement and grading and then general comments.

With that being said our issues with the site, typically these are detailed engineering comments but because they could affect the actual site layout or essentially increase the cost of this project, we wanted to relay those now.

So, the Applicant is proposing a 2-inch water service that's going to be 310 feet long and crossing the adjacent property to the west. In talking to the DPW on that length of a 2-inch service line is not acceptable for the City, different parameters need to be met for that, which will include actually running an 8-inch line, a fire hydrant, there's a couple options that we recommend that we know DPW will approve, it's just depending on what the Applicant wants to do, also considering a looped 8-inch water main to service this site, just because where it's at, there's no fire hydrant coverage for the site. There is no fire suppression being proposed as well as at least what's shown on the plans provided.

The other cause for concern is the proposed sanitary service is connected to what we think is an abandoned sanitary sewer main on Grand River. Quite a few years ago there was the separation of the City's combined sewer overflow and I think in that process that line was actually abandoned. And the issue with water main, there's no close sanitary in that area so you would need to provide a larger main to access that site to provide your service or consider other options for the site.

Another concern was there's a proposed retaining wall but not many details for it and we just want to make sure that the proposed grades are all encompassed on site. If there's additional grading that needs to happen off site to get those temporary easements. And then there is an existing wetlands area on the site, and they'll be impacting that, just a portion of it, so we recommend that they get with former DEQ but EGLE and get that improvement going because that could significantly impact if EGLE requires mitigation and that's an additional cost.

The storm water management calculations for the most part was pretty good, there were just a few discrepancies so I'll skip those for now, those can be ironed out if the Planning Commission approves this.

Pavement and grading just wanted some additional information listed with that. And then Grand River is MDOT owned so they'll need to get a right-of way permit for that driveway opening.

That pretty much sums up the major items from our letter. Due to those items we are not recommending site plan approval. We just want to make sure they really look into these items because they could add a substantial amount of money and the developer may decide no, we can't do this project at this time.

So, again, that's just our feedback, but you guys have the decision. I'd be happy to answer any questions.

Chairperson Crutcher opened the floor for questions from the Commissioners.

Hearing none, he called on Director Christiansen for his additional information.

Christiansen stated what he did indicate is that this property is located within the Grand River Corridor Improvement Authority District, so they've had an opportunity to look at it several times and then make a recommendation to the Planning Commission. The Grand River Corridor Improvement Authority has a Vision Plan that was adopted in 2013 that is applicable to the entire corridor. Just like the City has an overall Master Plan applicable to all land use in the City, the Grand River Corridor Improvement Authority has a Vision Plan applicable in addition to the City Master Plan, and the Grand River Corridor, just like the DDA has a Downtown Master Plan. In light of that, that had to be taken into consideration, looking at what was being proposed. And then also, too, the City has a Zoning Ordinance and this property is zoned in accordance with the City's overall zoning for the community. This is zoned C-2, Community Commercial, again, multi-family residential uses are permitted but the Grand River Corridor Improvement Authority has What I'm going to show you is this, quickly. This is the subject an overlay district. property. You see Grand River, you see on the south side, you'll note here in the blue, that is the water course boundaries for the Farmington branch of the Rouge River that runs along the north side of Grand River, traverses at the bridge, I think everybody is aware of, that's adjacent to the condominiums and comes across the street and through the east portion of this property before it then exits the property on the southeast corner and then goes behind the Winery and then across to Orchard Lake Road and then to the east. The site itself then is a water course, the Farmington branch of the Rouge, there is a flood way for the river, there is a flood plain, and there's a significant amount of wetland on this property.

Then to the west side of the site is a little bit of a more upland area so the grade changes, it comes up a little bit, that's the area that the proponent is proposing to develop the condominiums on. We'll take a look at that here in a minute. You'll note that west is the existing cleaners, Deluxe Cleaners, on the corner of Grand River and Brookdale. And then you'll see the residential development, the existing homes along Brookdale on the east side down to the south of this site.

This is a little bit more of an overview so you can see what I was just talking about, Grand River, the adjacent development to the west, to the south, and what's across with the condominiums on the north side. This is the Land Use Map in the Grand River Corridor Improvement Authority Vision Plan. And what this shows here is the legend, we'll show

you five different categories, the middle category of the five, mix of uses, this property is identified as mix of uses on the Grand River Corridor Authority Vision Plan, that's the Future Land Use. This is the Land Use Table that is applicable to that. If you go to mix of uses, which again is third of five, it indicates this area is planned for a mix of small to medium retail office and residential uses both vertically and horizontally. Within pedestrian areas office uses should be encouraged. These areas should be carefully planned to complement the street scape and to help create and find the public realm, development should be connected to via pedestrian network that will include carefully integrated public spaces. If you look, you'll see under the uses permitted here, that MF, Multiple Family, is identified as a permitted use in this area. Again, that's something important for you know, that it's just not the City's Master Plan in the C-2 Zoning, but it's also the Grand River Corridor Improvement Authority Vision Plan and the overlay district and that's where this comes from.

Other than that there's an application in here, and I'll just show you the site plan very quickly, but I'll turn it back over to you, Mr. Chair, and you can then move forward. I know the Applicant would like to speak to you, introduce their project and have some discussion with you this evening as well.

This is the site plan, I'll go back, this is the cover page, proposed townhomes, the property, the property we were just looking at. The development is proposed as shown here, Grand River Avenue, south side, you'll see Brookdale to the west, the cleaners is to the west. What's proposed is a single loaded, single driveway access off of Grand River. That requires the review and approval of the Michigan Department of Transportation, they have jurisdiction over development along Grand River through Farmington. Then you'll note there is an access area, a parking lot, there is then to the south, the proposed condominium footprint here and boundaries of that area, define other areas of the site. You'll note that about three/quarters, maybe even four/fifths of this site, without having those numbers in front of me, this area that is wooded, wetland. So, it's either water course, it's flood way, flood plain, wetland, and associated area. So that's shown here, too. Also, there are other items that are shown here, detention pond, etc. But I'm not going to get too much farther into it because I know the Petitioner would like to speak to you about it this evening and has some other diagrams and I'll let them walk through that with you.

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

Mark Frederick, initial designer of the project, and Donny Orlando, a representative from Soave Building, came to the podium.

Donny Orlando, a licensed real estate agent with Keller Williams in Birmingham, Michigan, came to the podium and asked to approach the dais and gave the Commissioners a handout.

He stated what he handed out and wanted to explain to the Commission is that he will be touching more on some of the esthetics of the property, design, and materials that we're using, and samples are available to bring in, such as brick samples, HARDY plank samples, hardwood flooring, granite, those can be supplied at any given point. But the complex is a three-plex condominium unit consisting of three different levels with attached There are three points of entry, through the garage and the service, then you have a side and a front door entry. There is the mud room on the first level off the garage. Then when you walk upstairs you have your main living area, which is more of an open floor plan design, with kitchen, dining and great room all in one. And then when you go upstairs you have two bedrooms, each having its own full bath. The exterior of the property we're going to be doing predominantly a very high percentage of brick. And if you look at some of the photographs I have on the back, I have some different brick samples. HARDY Plank, rather than using vinyl we're going to be using HARDY Plank on some of the peak areas on the second floor. There's a balcony off of each one of the master bedrooms upstairs. Each unit is approximately 1,700 to 1,800 square feet and price points may range between somewhere from the mid 200,000's to the high 200,000's, depending on when the final evaluation is made. I wanted to hand that out to give you folks a visual to see what actually we're moving forward with. I'll turn it over to Mark to give you some additional information.

Mark Frederick came to the podium and stated he would like to discuss a little of what's been presented by OHM and some of the things we definitely have resolved in terms of landscape and photometric in that respect. The main issue, a little bit of a stumbling block on this property, unfortunately there is no main adjacent to the property like most developed properties have or most, especially like a main road like Grand River because of the branch of the Rouge with the Farmington, it's 300 feet away. So my client in the process of evaluating his ability in terms of how he's going to achieve that, we're going to work with the City on that, address that issue and resolve that. A couple minor points, in their letter they make a statement that in a preliminary meeting we were requested to do a handicap barrier free unit, at that point we were dealing with a five-plex unit and we changed to a three-plex unit and codes don't require a barrier free unit in anything less than five units. If we had five units, we would be required to do one, so we're not required to do one in that respect. Soil borings are coming, we will be addressing soil borings and retaining walls shortly. I think that's it, I know we're working on some things to get resolved, and I would like to know if anybody has any questions.

Chairperson Crutcher asked if you're not permitting a barrier free unit, is it going to be adaptable?

Frederick replied no, they're townhomes, they're three stories. He went on to state in terms of the setback, one of the reasons they're further from Grand River than they need to be is wetlands. The way the wetlands are shaped on the property, the wetlands approach in this direction here and in our original five-plex unit they had, had substantial wetlands mitigation required for us to proceed with that project. So that resulted in a redesign of the project at the eleventh hour and that's where we're at now. A basic three-plex unit with minimal wetlands mitigation. We know we have to still resolve some of that, but that's the reason why it's so far away from Grand River, we just could not build out by Grand River in a remotely effective manner. Ideally, we could, and we'd have a five-plex in front of you right now and two additional units for the same development costs, but we couldn't pull that off.

Chairperson Crutcher asked about the rear yard setback and Frederick replied the rear yard setback is necessary just to get the building to fit between wetlands and property.

Crutcher asked if that would require a variance and Frederick replied in the affirmative.

Commissioner Majoros stated he had a couple questions for the Petitioner. He then asked about the barrier wall, how tall it is, between the development and the wetland area and Frederick replied approximately 10 feet, basically like a basement height wall.

Majoros then said that this seems like a ton of work and a ton of engineering work, and access to water, and this and that, and this is all worth it for three units and Frederick replied that he'd have to ask the owner but that he had a building approved for this site fifteen years ago, a commercial building, and this is when the economy went bad, and it was proposed for development and it just never went anywhere. It got completely approved, DEQ had approved the mitigation.

Director Christiansen stated this site has been owned by Mr. Soave for a period of time and so he is the owner of the property, paying taxes on the property, etc. In any event there was a site plan proposed back about ten years ago and it was considered by the Planning Commission for an office building on the site in approximately the same location, the same existing conditions, circumstances, the regulations that were in place at the time that were applicable. The Grand River Corridor Improvement Authority wasn't created at that time, but it did go through the Planning Commission and the Zoning Board because there was a variance necessary at that time. The Zoning Board granted the variance and the Planning Commission approved an office building in about the same location on the

property. It was never constructed so there hasn't been any activity for about the past ten years on that site.

Frederick stated Mr. Soave did not proceed forward with that building due to the downturn in the economic trend in Michigan in the late 2000's and sat on the property until this year and had me begin some design developments to see what could be accomplished. And it's a tough site, there's no doubt about it. Commissioner Majoros was completely correct in saying it is a tough site in terms of budgeting and hitting your numbers and making it profitable, but he owns the property and the Grand River Corridor Improvement Authority was very receptive to our thoughts and our process and Leo would like to do something here, we still have a few things to resolve, we know that.

Chairperson Crutcher stated there are still some other options, even if you're approved here tonight, before you decide to proceed with this.

Frederick replied absolutely, we have to iron out the water main issue, the hydrant issue, those are unresolved issues. We have to get DEQ approval for however we encroach. We may adjust the building slightly in terms of minimizing that mitigation even still, it's a work in progress.

Majoros stated there's obviously the separation from building to wetland, you're not infringing technically on a dwelling there, but you are on wetlands and etc., etc. The flip side is there's 22820 house right there, can you just be a little more descriptive in what separates the development from the surrounding residential area, as far as walls, and I know we talked about the 12-foot setback, but is there a wall there, I see vegetation, but can you just be a little more descriptive.

Frederick stated it will be a landscape plan that will be in accordance with the City of Farmington's requirements.

Majoros then asked if there was a physical structure between this proposed development and either the residential or the cleaners bordering directly to the west.

Frederick stated there may be some fence further down on the site adjacent to the wetlands but it's so overgrown down there you wouldn't even see the fence.

Majoros asked if the proposal was to clear all this, so this would all be new growth, new vegetation, new trees, new shrubs bordering to the south with the residents on the south side as well as the west to the cleaners.

Frederick replied yes, we have to make the site presentable.

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

Commissioner Perrot stated he doesn't have a question, but he does have a general comment, kind of echoing Commissioner Majoros' earlier comments. This is a really rough area, I've walked this piece of land numerous times and to say it is a wetland, it is very much a wetland, it is almost always wet. And there's two particular spots where there's almost always standing water and it's an extremely steep hill so it kind of makes the hill behind Maxfield look like a molehill. So, to put a structure up on top of it, even with a retaining wall and things like that, it just really seems like a really tall order. I'm all for development and I understand that this is his property, but it just seems like a real stretch for three units. And especially the fact that I've actually walked this property quite a few times, so the thought of building on that hill.

Frederick stated that the plan that was submitted ten years ago for commercial, the building was placed in virtually the identical spot, in fact there was a big retention wall designed on that site to go directly through the wetlands. We're minimizing our encroachment on wetlands. That one went right through the wetlands and had a raised parking area so they could meet their parking requirements. We have minimum parking requirements in residential. You know, back then they got all approved and I'm not saying it's an easy process and I know this is a hard site, there's so many aspects of that terrain that you've described accurately, it's not an easy one. Mr. Soave is willing to undertake it and that's why they have engineers, that's why DEQ will work with us to resolve what we can do.

Majoros then asked if the units are condominiums and Fredericks replied yes, not apartments, so they will be for sale. Fredericks went on to state one other issue, in terms of trash, we've talked about this is our design meetings and with Kevin, we're just going to do curbside pick-up, each unit is going to be like an individual residence and they're going to have a garbage can. We're not going to do any dumpster and I know I'm digressing away from our relevant items, it popped into my head as I'm thinking about some of the things that had been brought up earlier.

Chairperson Crutcher asked if it was the north elevation that would be seen from Grand River.

Frederick replied it's not a true north, Grand River runs on an angle. That would be the Grand River elevation, the drawing you have. But as you're driving down Grand River what you're really going to see what would be the east elevation. This is really what's going to be seen as you drive down Grand River.

Chairperson Crutcher then asked if all the wetlands and vegetation would remain, actually you wouldn't see any of it.

Frederick replied he doesn't know if that's completely true, once you put up a three-story building things change quite a bit on a piece of property.

Majoros directed a question to Christiansen, stating there's a lot to be resolved here, a lot still – it sounds like the Petitioner says there's plans and action items to intentionally make that happen, can you just give us a sense of what our next step would be because it feels like this one has a vision and the beginning of a plan but still some pretty heavy unresolved issues which again the Petitioner, you know, it sounds like there are action plans to make that happen, but a little counsel and advice for us when it comes to are these things that you think are solvable, is this the kind of thing that a firm decision would need to be made tonight? Could this be something that could be either approved or denied conditionally pursuant to subsequent plans on major issues like storm water or water service, etc. It feels like it's just a few steps away from having the certainty that we would have to say this can move forward. Does that make sense?

Chairperson Crutcher then asked if there is a sequence, do they need to get the variance before they get site plan approval?

Director Christiansen stated those are all great questions so he will try to help provide some answers, some direction, some guidance.

To answer you question on variance, if there is a variance required our process in steps would be to submit an application for any modification being sought, relief by the Zoning Board of Appeals and appeal before the ZBA prior to coming back to the Planning Commission for action on a site plan. We're here tonight and that's because this is what the Petitioner wanted to do and next steps and after recommendation from the Grand River Corridor Improvement Authority and prior to going any farther forward, to have this introduced to you and to recognize what is being proposed and this property in general. There's a lot of unique circumstances for this property. There is quite a few challenges if you want to call it that. The existing conditions are not typical on every property, we know that. You may recall we had the dialogue here a little bit earlier, the previous site plan for the office went through a series of site plan reviews and modifications and changes in addressing items, etc., along with all of the requirements that were part of what was necessary for that office complex, MDOT, MDEQ, engineering related items, and the Planning Commission as well as the variance from the Zoning Board of Appeals. Well, the same thing is the process here, and we're really at the beginning of that. As the Petitioner indicated in his comments, there is a number of items that they know they need to address and those items have been outlined by the City's planning and engineering

consultant in their review letters, the planning and engineering review letters that were reviewed this evening. Those items need to be addressed prior to the site plan being complete, and at a point to where action could be taken because there's too many unknowns at this point with respect to the questions and items raised in those two review letters from OHM.

The Petitioner also indicated they're still looking at some additional modifications that may change a little bit of the layout, the site circumstances, other elements of the site, whether it's building or site related elements that affect the overall site plan. So those need to be addressed and taken into consideration. So, answering those questions, responding to the items and addressing them in the OHM planning and engineering review letters, determining the definitive location and whether a variance for the rear yard setback of 20 feet is necessary or not, and then making and preliminarily addressing those items related to wetland and MDEQ, now EGLE, and MDOT, should be done prior to coming back to you if this is where this goes and what action is taken this evening to address those items. So then the Planning Commission can plan to do what it wants, certainly you can always act on something and put in place any conditions that you want. It just I think is a situation here, in light of everybody's input, the consultants input, what the Petitioner said, what you have asked here, there's a lot of things that need to be addressed before we would get to a site plan that's complete that would allow you to have answers to questions you posed this evening and then understand what really is being proposed and what certainly is not a complete site plan.

So what you certainly can do is take action with any conditions you want or if you're so inclined you may wish to consider tabling any action, you'd be tabling this site plan as proposed, to a subsequent meeting when the Petitioner is ready to bring it back to you and we'll work with them to that end.

Hearing no other questions or comments from the Planning Commission, Chairperson Crutcher called for a motion.

MOTION by Waun, supported by Perrot, to postpone further site plan review for 32057 Grand River, Farmington, until such time Applicant revises their proposal to include the items outlined in the OHM letters, dated October 11, 2019, and secured by necessary variances.

Motion carried, all ayes.

INTRODUCTION/DISCUSSION AND REQUEST TO SCHEDULE PUBLIC HEARING FOR PLANNED UNIT DEVELOPMENT – CERTAINTY HOME BUYERS, LLC, 22100 HAWTHORNE STREET

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

Director Christiansen stated the Applicant has submitted a Planned Unit Development, PUD application, to redevelop an existing residential property located at 22100 Hawthorne Street. The existing legal nonconforming multiple family use property is currently zoned R-1, single family residential. The subject property is identified as a single family residential on the current City of Farmington Master Plan on the Future Land Use Plan Map.

The Applicant is proposing to redevelop the property for multiple family residential condominiums. A public hearing and recommendation to City Council on the proposed conceptual preliminary plan is required. The purpose of this item this evening is to introduce this item to you and to discuss the proposed PUD and to schedule the required Public Hearing as requested for the November 11, 2019 Planning Commission meeting.

Just quickly, this is the aerial photo of the subject property shown here in red. Hawthorne Street, this is on the east side of Hawthorne, 22100 Hawthorne, and you'll note to the south is Grand River Avenue, commercial property along Grand River Avenue, the A & W Restaurant in Farmington is directly adjacent to the south of this property. The Petitioner submitted a PUD application, he's also submitted then a warranty deed for the property just to verify ownership. This has been recently acquired by the Petitioner and he's also attached a discussion or, if you will, answer to the PUD questions related to the basis for the PUD request as applied for as proposed. Also attached here are some preliminary plans for your information and in fact, if I may, I'm going to escape out of this real quick, I'm going to go ahead and do this so you can see them. I'll go back and then I'll turn it back over to you, Mr. Chair.

Chairperson Crutcher called the Applicant to the podium.

Vincent Coleman came to the podium. He stated initially on this project they were looking to rezone the property and we pretty much provided the preliminary information that's presently in the package, the drawings, the elevations and rough site plan and so forth. We, in consultation with Kevin and the Legal arm of this committee, we decided we would go the PUD route. And the reason why we made that decision is because we felt it was more in partnership with the City, it's a lot more comprehensive and any variances that might be required, rather than going through the many steps of rezoning and so forth. So we did resubmit with a PUD approach to developing the property. The property as I

mentioned initially is presently zoned R-1, but it's been used for multi-unit under a grandfather clause since the '20s. These are older structures on that facility. There are three buildings, they are presently, there's an initial building out front which is the more attractive building which looks more like a home. It contains two one-bedroom unit, and then you have the two structures that are adjacent to the wall south with A & W Restaurant. Those are actually not foundational facilities. My understanding is when they originally put those up, they actually were to house the seasonal workers at the Go Cart facility across the street, that's what I was told back in history. But they've been used for affordable units for all of these years.

When we purchased the property initially, we are investors, a group of investors, we purchase homes, facilities, throughout the State. As we get into a little description of this property, we've got a number of these condominium units, we have the same structure pretty much approved for Clinton Township and a more extensive forty-unit redevelopment. My partner who was here the last time with me was unable to be here, he's in Traverse City on another project. He is really our construction end of the partnership. He's done hundreds of these units including custom homes, so we do have a very capable team. There's three of us, myself, Joe who was here before, the construction end of it, and I have another partner on the financial end, the investment end of the partnership.

What's being proposed is to raze those buildings. Initially when we purchased the property, we actually purchased it with one of our – we do wholesale properties, too, to a lot of small investors. We had an investor that wanted to – actually we had a letter of intent with that investor who wanted to come in and renovate the existing structure. That fell through, I won't go into the details of that. We looked at it from a renovation standpoint and determined to really renovate those facilities could have been somewhat cost effective over a period of time, but really it was very little, very skinny. So we decided we would raze and do a development.

Because the property is presently being used, it has been for decades for multi-family as I mentioned, there was an exception made, it is technically zoned for R-1. Now, if you're aware of that whole strip on Hawthorne, R-3 is not unusual because if you go further down crossing Nine Mile on the same west side of Hawthorne you will note on the Farmington side there are single condominium type units, I think it's somewhere around eight to ten units. And then of course on the Farmington Hills, there is the long fence of concrete wall, and you have a forty, fifty-unit development there that's been there for --- it's an older development.

We also with our property, the borderline here you're probably aware, the borderline here is the dividing line for Farmington/Farmington Hills. When we considered doing this

redevelopment, we did approach Farmington Hills because we actually have an option on these properties and this adjacent property. Our development could actually go into Farmington Hills or we can go this way and keep it with Farmington. However, with the existing site we are looking at eight to twelve units, we put twelve units on the application but in the event that this existing site, not obtaining this existing unit, we can accommodate eight units. We would like to do twelve.

The structure is a beautiful brick four-plex, so there are four individual units per building, these are four-plexes. Two are end units and the two middle units. Each of the units has single car garages, they each are three-bedrooms. When we do these units sometimes we do them as two bedrooms with just the first floor level or you have the option of doing a second floor where you can actually do that with two bedrooms on the second floor and a Jack and Jill full bath. Or you can with a large master unit with a more extensive master bath suite and do two smaller bedrooms on the first floor. But we have proposed presently for three bedrooms to do the second floor. The reason behind that is because it's quite a demand in Farmington for large three bedrooms, full bath, open floor plan, more of contemporary amenities.

We studied the 2009, 2013 Vision Plans of the City and so forth, we have a great feel for what the City is looking to accomplish. We did quite a bit of study, feasibility study on the profitability of this kind of project and we are very sure that it will be very profitable. It is a demand involved. The price of the units are actually going to be quite well in that the price point will be in the \$220,000, \$260,000 area.

When you look at the City, there are townhome type condominiums, not many in this one level or stretch of non-townhome design with four-plexes. Those blend in much nicer in a neighborhood community type of environment. We've done that quite a bit and the times that we've done this project and it will actually be a complement to the existing community neighborhood.

The other point here is that these are condominiums for home ownership, they're not rental units. So we know that that will be a financial advantage to the City, you're dealing with homeowners versus renters, you're obtaining residences in the City, you'll have the financial advantage that comes along with those eight to twelve units versus the existing. And actually I was going to approach the assessment of that property if we had to keep it because it's over assessed, the value of it, and we're paying too much property tax on that property. It's not valued correctly and assessed correctly. But even at the present assessment, you know, it's miniscule compare to what you would receive with this development.

Additionally if you read the two-page description that I personally did, I actually added more to it when I did the rezoning, it really is a project that will advance the City in many, many ways. There is some high points I feel happening on that far end of the City, such as the medical facility there on Orchard Lake, it was really done nicely, and I think this would be a good motivating start for other opportunity on that far end of Farmington.

Additionally it is walkable to the Grand River. I did read the Grand River Vision Plan as well and it seems to be wanting mixed use, the advantage of walkable residents to the businesses there, all of that will be the case with this particular development.

I would say actually going the PUD route, really the way our plans, if we would have went forward with the rezoning, if that were to be granted because it makes so much sense especially with the fact that it's being used presently really multi-unit R-3 right now, but we went with the PUD once again because we feel we're all working in concert with the City versus rezoning and then going through each step individually it really is more in our opinion cumbersome and we hope to also be available to do other things with the City in the future.

So, that's kind of the generality, we're here in this initial meeting so that we can have and schedule the more extensive hearing. James Scott is our engineer, he will of course be doing so much more detail, this is just a preliminary, visionary packet that we've provided here. We understand that the next step will be the hearing, we will be meeting with City engineering, the firm that represents the City of Farmington to discuss more details and requirements and so forth.

Chairperson Crutcher asked if they are looking to schedule a Public Hearing for the next meeting and then asked if they have a site plan ready for discussion and the Petitioner responded yes.

Chairperson Crutcher stated he was just looking at the number of units, dimensions on the site, parking.

Coleman responded that they will be making a decision on the eight versus twelve at that time but he's sure they'll accommodate eight units.

Crutcher stated that just looking at what's presented here, you know, the drawings not being to scale and not showing much of the site other than some building footprints, it's hard to understand how this is going to work at all, whether it's eight, twelve or six units, whatever fits in there.

Frederick replied that his partner that handles that part has already done some preliminary investigation and they are prepared, actually with James Scott, their engineer, he has already done some preliminary, he's just waiting for the go ahead, our next step would be to meet with the City engineer and to be able to present it, it's really not a complicated site plan.

Chairperson Crutcher stated it's really not complicated at all, they just don't really see what they're presenting.

Frederick replied to answer your question, yes, we know, and we'll have that available for the November 11th hearing.

Crutcher stated his question to staff is can we schedule the meeting without actually seeing a site plan on what they're being proposing?

Christiansen replied yes, absolutely. That the Chair and Commissioners might recall that the PUD is a five-step process. An optional pre-application is the first step, you may recall that we looked at the rezoning discussion, that was the initial and that was pretty much that. The next step then is the conceptual plan, discussing that with the Planning Commission and scheduling the Public Hearing, that's what's taking place this evening. And the only requirement is a concept plan which the Applicant has submitted. Without detail at this point which is something that has been typical of concept plans here in the City and is and that's what's been provided, an application submitted, fees paid, concept plan and a little bit of support material and the request to schedule a Public Hearing. The next step is the Public Hearing and the preliminary conceptual plan, that requires with the site plan requirements for the PUD and that is twenty specific items. That plan will have to be prepared and presented and will be the plan that moves forward with the Public Hearing. The request is to have them doing that as they're doing that right now as indicated by the Petitioner in preparation for the November 11th Public Hearing.

The next step after that is the City Council conceptual preliminary after the Planning Commission's consideration, any action and recommendation and what accompanies that is a preliminary or a draft PUD Agreement and then the next step back to you for the final site plan.

Commissioner Kmetzo asked how much information does the public get before the Public Hearing?

Director Christiansen responded that the Public Hearing is Noticed in the newspaper of general circulation, it will be noticed in the Farmington Press as is required for the PUD statutorily and in accordance with the City requirements for PUDs and then it's also been

provided to as far as public information available here at the City, once noticed, once published, Notice is posted, all that information is available to the public.

Kmetzo then asked if the site plan that is being presented for November 11th would be also the same time the public is notified?

Christiansen replied the Notice is posted, published and that information then which is required is available here for public review.

Chairperson Crutcher asked for clarification if that, calendar wise, is two weeks from now and Christiansen replied about that time.

MOTION by Majoros, seconded by Perrot, to schedule the Public Hearing for the Planned Unit Development for Certainty Homebuyers, L.L.C., for the property at 22100 Hawthorne Street, for the next Farmington Planning Commission meeting which is scheduled for November 11, 2019.

Motion carried, all ayes.

PUBLIC COMMENT

The following people spoke on the proposed development at 32057 Grand River, Farmington.

Karla Aren, 22814 Brookdale James Aren, 22814 Brookdale Paul Aren, 22814 Brookdale

PLANNING COMMISSION COMMENTS

None heard.

ADJOURNMENT

MOTION by Chiara, supported by Perrot, to adjourn the meeting. Motion carried, all ayes.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,
Secretary

MEETING MINUTES CITY OF FARMINGTON HILLS COMMISSION ON CHILDREN YOUTH & FAMILIES

October 3, 2019

VIEWPOINT ROOM, FARMINGTON HILLS CITY HALL, 31555 W. ELEVEN MILE RD. 48336

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

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

MEMBERS ABSENT: Anwar Mahmood and Bette Rose.

OTHERS PRESENT: Farmington and Farmington Hills Council, City, or Staff Liaison members and Alternate and Associates members: Todd Anderson, Becky Dworkin, Todd Lipa, Jaclyn Miller, Chuck Nebus and Samantha Stecklofff.

APPROVAL OF AGENDA:

MOTION by Seelye, support by McGlincy to approve the Agenda of October 3. Motion approved.

APPROVAL OF MINUTES -September 5, 2019:

MOTION by Hague, support by McGlincy to approve the minutes of September 5. Motion carried unanimously.

APPROVAL OF BYLAWS: There was a discussion regarding Call to Action being a (501(C) (3) and its relationship to the City. It was noted that CTA was registered as Families in Action. Steve Joppich, the City Attorney underlined parts of Section 6 to be removed in order to conform to the requirements of the City and there was unanimous agreement. It will be presented to City Council on 10/14 to be approved.

MOTION by Hague that the bylaws be accepted a written with additions and with the redlined portions of Section 6 be removed, support by Snodgrass to approve the bylaws. Motion carried unanimously.

INTRODUCTIONS AND ANNOUNCEMENTS: Everyone at the Meeting introduced themselves.

YOUTH DIVISION UPDATE: Todd Lipa: The numbers were down a little bit at the end of the Summer Program. Are down at the After-School Program. They are adequately staffed right now. During the school day, students that need extra supervision are provided one on one. Because of increased numbers in the After-School Program and during the Summer, there are more students that need one on one attention. The After-School Program does not have the same source of funding and this is a problem the numbers are down in the school district, but after school numbers are up. This change could be due to demographics and more parents working. 3/13/20 is the 25^{th} anniversary of the After School Program which was created by CYF. It was the first program of its kind in the nation and still a premier organization. The Mayor's Youth Council is celebrating 20 years. They made a tape projecting what they would accomplish in 2020 and they will be making another such tape. C.A.R.E.S. was founded two years ago serving 139 to 145 families and they now have hired a director and a new program. 651 families were served in September. 450 families are being serviced. 19,800 pounds of food was distributed in August. 24,408 Pounds of food was distributed in September. 62 families used the clothes closet last month and they qualified for assistance. Southfield was contacted to use the facility and financial assistance was also requested

ISSUES COMMITTEE UPDATE: Helen Kiefer, CTE Compliance Coordinator from the Farmington Public Schools came in to assist us with the upcoming Tech Seminar. March 3 has been reserved for the upcoming Seminar because November was not optimal for what we want to do. Peachjar was recommended because it reaches parents' email. Ello was another website that Helen recommended. Career Cruising or Cruising for Careers could be a new title for Tech Night. Lew Cantor suggested a new program the Commission could pursue which would target the After-School program. Skills such as public speaking, debating, social graces and job interviews could be emphasized and taught. Todd informed us that a formal proposal be presented to the City for approval.

CALL TO ACTION UPDATE: Mitch Seelye: Sheryl from St. Joseph Hospital gave a seminar on Vaping at both High Schools. Even though there are limited facts, she gave the facts and not her opinion. Vaping uses favors to attract youth and it is a good thing Gov. Whitmer outlawed it. Beaumont is now working on a Vaping program directed at the Middle Schools Tomorrow is the annual Call to Action Breakfast scheduled for 7:00 am. at the Costick Center.

SPOTLIGHT SHOW UPDATE: 'Sharon Snodgrass: July program is Live Well and Live which is a Livonia Y program. It is a three month program for any cancer survivor and their families. The families get free membership during the program. It was filmed at the Y and included two trainers. It is a nationwide program and it is new to southeast Michigan. The Sobriety Court segment with Judge Parker was also filmed on location. Bobby and Sheryl will be filming Vaping segment. Tummy time will be shown in October. Shows can be accessed on You Tube, through the government website, Channel 99 on ATT and 203 Spectrum.

NEW BUSINESS AND ANNOUNCEMENTS:

FARMINGTON POLICE DEPT.: Todd Anderson: People leave their cars unlocked and it leads to an uptick in larcenies from autos. Joan commended the Public Safety Dept. for always being there to help her husband if he needs assistance.

FARMINGTON HILLS POLICE DEPARTMENT: Chuck Nebus: Larcenies from autos is a big problem all over. People are arrested, buy the problem persists. A gang from Florida will break windows to get into the cars. A group will take an uber to Farmington Hills, steal from the autos, find keys in an auto and drive back to Detroit. Todd told us dealers will leave cars unlocked because there is nothing to steal except air bags and catalytic converters. The cars are computerized and the radios are not resalable. The City Wide open house was a success. A study done by 8 or 9 companies was done to determine the safest Cities in the Country over 50,000 population and Farmington Hills ranked 22^{nd} .

TODD LIPA: Next Tuesday flu shots are available at the Wellness Fair. November 13 is the City Thanksgiving Dinner at the Costick Center and November 25

FARMINGTON PUBLIC LIBRARY: Jaclyn Miller: She is Interim Director at the Library and is temporarily subbing for Laurie Scott who is retiring. Handouts were given and there is a Star Wars program this weekend at the Library.

NEXT MEETING: The next meeting is scheduled for Thursday, November 7 at 6:00 pm. In the Community Room at Farmington Hills City Hall.

PUBLIC COMMENTS: None

ADJOURNMENT:

MOTION by McGlincy, support by Cherkinsky, to adjourn the meeting at 7:10 pm. Motion carried unanimously Respectfully submitted by Joan McGlincy/Ed Cherkinsky

APPROVED

MEETING MINUTES FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION OCTOBER 07, 2019-5:15 PM FARMINGTON HILLS CITY HALL/COMMUNITY ROOM 31555 W. ELEVEN MILE ROAD FARMINGTON HILLS MICHIGAN 48336

CALL TO ORDER BY: Vice Chair Ciaramitaro at 5:11pm

MEMBERS PRESENT: Avie, Biggs, Ciaramitaro, DeFranco, Echols, Hopfe, Szymusiak, Sloan, Tutak, York and Wecker.

MEMBERS ABSENT: None

OTHERS PRESENT: Faine, and Yuskowatz (Associates), Moyna (Alternate), Shabir Sabri (public) Warthman (FPS) and Commander John Piggott. (FHPD)

APPROVAL OF AGENDA- OCTOBER 07, 2019- Motion by Avie, support by Moyna, to approve the agenda as submitted. Motion carried unanimously.

MOTION TO APPROVE MINUTES- SEPTEMBER 03, 2019 – Motion by Avie, support by Hopfe, to approve meeting minutes as submitted. Motion carried unanimously.

BUDGET: City Manager to confirm budget in the next few days.

The meeting to finalize the CERT Bylaws on September 12 was productive and lead to a 2nd meeting and draft which is currently being reviewed by CERT management. Warthman has seen Bylaws and is supportive of them. Tutak believes they are close to finalizing at the next CERT meeting. Ciaramitaro asked to have CERT Bylaws submitted to EPC for review before being forwarded to CM office. *Ciaramitaro* will touch base with both chiefs before the next meeting to confirm the approval process.

EVENTS, ACTIVITIES, MARKETING, AND PROGRAMS: General activities and updates:

- New Farmington commissioner Ann Echols was welcomed to the commission. Her initial term will expire on February 01, 2020.
- Volunteer to give **Tip of the Month** to the FH City Council on October 14, 2019 will be Ciaramitaro. Tip of the Month to the F City Council on October 21, 2019 will be Ann Echols.

Total Wellness Fair- Tutak, Ciaramitaro and Yuskowatz will be attending the October 8th Fair from 10:00 to 1:00 pm to represent the EPC with an informative exhibit open to those 60 or older.

Winter Safety Fair- Ciaramitaro has made contact with Beaumont Hospital and they are
potentially interested in hosting. Wecker suggested having in the Spring and to solicit the fire
department to staff booths and speak on topics such as public safety and Red Cross. In addition
to Avie, DeFranco, Hopfe and Moyna, Tutak and Warthman also want to be involved.

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

- **Motion** by Avie, supported by Moyna to *rescind motion* to buy 4 manuals to start a lending library. Tutak was able to secure manuals for all students for the Fall class without making a purchase. All other CERT equipment purchases continue to be on hold.
- The Region 2 Citizen Corps Council will be hosting a family reunification seminar and drill

- exercise to enhance the capabilities of volunteers and their community partners when family reunification services within the region are needed. It will be held Saturday, October 26^{th} from 8:30 am 3:30 pm at Wayne County Community College in Taylor.
- Tutak updated commissioners on the CERT training class which started on September 11th November 02, 2019. (joining with Novi CERT). Tutak confirmed 8 people from Farmington Hills attending, 2 from Farmington, 2 from Southfield, and 11 from Novi. Training being held @ Novi Police & Fire Station #4. Will need a few CERT tee shirts for students. Also starting to get inquiries about the next training class. Tutak directed to refer this question back to CERT management team and fire department personnel.
- Planning on an equipment inventory in October.

LIAISON REPORTS:

FPS – Warthman

- **CPR/AED** class scheduled for November 14th @ 7:00 PM in Farmington city council chambers. Contact JWren@farmgov.com to register. No charge for Farmington residents.
- Farmington High School completed STB training last Tuesday.

FHFD – Wecker

- **CPR/AED** classes ongoing.
- Operation Resolve (Complex Coordinated Attacks exercise which took place Oct. 2 & 4) was intense and a great learning exercise.

FHPD- Piggott

• **Operation Resolve** was further explained. Community involvement included Beaumont Hospital, local FBI and fire and police departments in Oakland county.

YMCA-Yuskowatz

- The annual fundraiser golf tournament @ Forest Lake Country Club will be changed to Wabeek Golf Club in 2020.
- New lighting has been added to the large swimming pool.

PUBLIC COMMENTS: NONE

COMMISIONER'S COMMENTS:

Greater Farmington Chamber of Commerce has welcomed a new Executive Director, Conner Osborn. Mary Martin resigned shortly after the Founders Festival in August.

ADJOURNMENT:

CIARAMITARO adjourned the meeting at 5:58 PM. Minutes by Secretary DEFRANCO

Farmington City Council Staff Report	Council Meeting Date: November 18, 2019	Item Number 4B
Submitted by: Mary Mullison		
Agenda Topic: Council Meeting Minutes October 21, 2019: Special October 21, 2019: Regular November 14, 2019: Special Organizational Mee	eting	
Materials: 3 sets of minutes		



Special/Study Session Meeting 6:00 p.m., Monday, October 21, 2019 Conference Room 23600 Liberty Street Farmington, MI 48335

DRAFT

SPECIAL MEETING MINUTES

A special meeting of the Farmington City Council was held on October 21, 2019, 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	Absent	
Steve Schneemann	Mayor	Present	
Maria Taylor	Councilmember	Present	

City Administration Present

Director Demers
Superintendent Eudy
City Clerk Mullison
City Attorney Schultz (arrived at 6:06 pm)

2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

RESULT: APPROVED AS PRESENTED [UNANIMOUS]

MOVER: Bowman, Mayor Pro Tem SECONDER: Taylor, Councilmember

3. PUBLIC COMMENT

Bob Cook, 33115 Shiawassee Street, showed a video of concerns he has about the Shiawassee Street road elevation runoff where it meets his driveway.

4. BOARD AND COMMISSION REAPPOINTMENT: LIBRARY BOARD

Joy Montgomery was appointed to the Library Board in June 2018 and currently serves as the Vice Chair. Council asked Montgomery about newly formed committees, the highlights of her present tenure on the board, and what she would like the citizens of Farmington to know about the Library. She was queried about the morale of the staff and Montgomery reported on staff concerns and strengths and the next steps needed to improve and build on the strengths of the Library.

She spoke about the Library Board possibly utilizing Farmington and Farmington Hills Council Chambers for meetings to allow for televising meetings, reported progress on the search for a new Library Director, and a building health assessment being addressed with funds allocated. Council thanked Montgomery for her service and commended her for all the work she has done.

Move to reappoint Joy Montgomery to the Farmington Community Library Board of Directors for another 4-year term ending 6/30/2023.

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

5. FARMINGTON PUBLIC SERVICES QUARTERLY REPORT

Superintendent Eudy explained the purpose of the report and pointed out highlights, including hourly rate usage, expenses for labor, and projects being worked on. He asked what other information Council might want to have included in a regular quarterly report. In answer to a question from Bowman, Eudy said he had not found any surprises by putting the report together. Galvin asked Eudy what he thought Council would be looking for, and Eudy suggested a report on leave time and staffing availability. Eudy indicated that he wanted to be able to give Council an idea of where the work was focused for each quarter. Galvin suggested a report on Parks department use, including the ice rink and Schneemann asked about whether the leaf pickup hours would be much higher. Eudy answered questions about extra laborers and overtime and staffing problems and personnel issues from leaf pick up last year.

Discussion ensued about scheduling overlap between leaf pick up, ice rink set up, Holly Days, and winter jobs. Schneemann suggested Eudy use these figures to identify trends for future budgeting.

6. OTHER BUSINESS

No other business was heard.

7. COUNCIL COMMENT

Bowman addressed Bob Cook's public comment about his challenges with his driveway. She acknowledged that he has real concerns, but took issue with his comment that the administration had not been responsive, as she has seen responses that have been provided over the years. She would like to continue the dialog with him to determine fault, liability, or responsibility.

8. ADJOURNMENT

Move to adjourn the meeting.

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

The meeting adjourned at 6:31 pm.
Steve Schneemann, Mayor
Mary Mullison, City Clerk
Approval Date:



Regular City Council Meeting 7:00 p.m., Monday, October 21, 2019 City Council Chambers 23600 Liberty Street Farmington, MI 48335

DRAFT

REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on October 21, 2019, in Farmington City Hall, 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 p.m. by Mayor Schneemann.

1. ROLL CALL

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

City Administration Present

Director Demers
Superintendent Eudy
City Clerk Mullison
City Attorney Schultz

2. PLEDGE OF ALLEGIANCE

Cody Echols, fourth grade, and George Echols, second grade, lead the Pledge of Allegiance.

3. PUBLIC COMMENT

Geof Perrot, 22661 Brookdale Street, spoke about his ideas for Farmington and his current candidacy for City Council.

Ann Echols, 23828 Wilmarth, of the Farmington/Farmington Hills Emergency Preparedness Commission, provided power outage safety tips as the October Tip of The Month.

4. APPROVAL OF ITEMS ON CONSENT AGENDA

- A. Accept Board and Commission Minutes
- B. Approve City Council Meeting Minutes
 - a. 09-16-19 Special
 - b. 09-16-19 Regular
 - c. 09-25-19 Special
 - d. 10-07-19 Regular
 - e. 10-14-19 Special
- C. Farmington Monthly Payments Report
- D. Farmington Public Safety Monthly Report
- E. Farmington Public Services Quarterly Report
- F. First Quarter Building Report
- G. Consideration to schedule program year 2020 Community Development Block Grant Application Public Hearing

Move to approve the consent agenda as presented.**

RESULT: APPROVED AS PRESENTED [UNANIMOUS]

MOVER: Bowman, Mayor Pro Tem SECONDER: Taylor, Councilmember

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. Historical Commission Presentation

Laura Myers, Farmington Historical Commission Chair, presented an annual report on the activities of the commission.

Bowman thanked Myers for the update and commented about the difficulty of having meaningful meetings without a quorum. She commended the Commission for doing so much in cataloging, documenting, sorting artifacts, and streamlining their bylaws

7. NEW BUSINESS

A. Consideration to accept Change Order No.1 & No.2, Construction Estimate No. 2 & No. 3 for the Oakland Street Reconstruction

Superintendent Eudy explained why change orders and construction estimates for the Oakland Street project were necessary. Galvin thanked OHM for answering his questions and for encouraging the construction company to make way for parking places for this weekend. Matt Parks of OHM answered Schneemann's questions about the modification of the curb design as indicated on Change Order No. 1 and whether standards and details were included in the plan sets.

Move To Approve Change Order No.1, & No.2, Construction Estimate No. 2 & No. 3 for the Oakland Street Reconstruction to V.I.L. Construction Incorporated. **

RESULT: APPROVED AS PRESENTED [UNANIMOUS]

MOVER: Bowman, Mayor Pro Tem SECONDER: Taylor, Councilmember

AYES: Galvin, Schneemann, Taylor, Bowman

ABSENT: LaRussa

B. Consideration to accept Construction Estimate No. 6 for the 2018 Farmington Roads Maintenance & Rehabilitation

Eudy presented a request for payment for work done on Lilac, Flanders, Chesley, and Brittany Hill

Galvin asked about the patchwork nature of the repairs and asked how that affects the life expectancy of the road. Eudy said that with all of the improvements made, including the addition of edge drains, the road should last longer than other roads in Chatham Hills which is a difficult area for roads. Bowman asked about the length of time the company will hold the present pricing for the City, and Eudy replied that it would hold until next calendar year. Schneemann asked about the aggregate under base on the original 1968 construction of the road. Eudy explained that the City is fixing known problems incrementally. Discussion followed about project funding and how none of the budgeted funding for these improvements was a result of the recently passed millage

Move To Approve Construction estimate No. 6 for the 2018 Farmington Roads Maintenance & Rehabilitation to Hartwell Cement Company.**

RESULT: APPROVED AS PRESENTED [UNANIMOUS]

MOVER: Taylor, Councilmember SECONDER: Bowman, Mayor Pro Tem

AYES: Schneemann, Taylor, Bowman, Galvin

ABSENT: LaRussa

C. Consideration to approve payment No.1 to Pipeline Management for CCTV inspection of sanitary sewers in the Bel-Aire area

Eudy summarized the need for video documentation for sewer inspection and the next steps for repairs needed. He requested payment to the contractor for work done to date.

Bowman asked if any preliminary concerns had been found and Eudy said he was aware of the condition of the sewer in that area. Schneemann asked about age and makeup of the sanitary sewer where they had been televising. Matt Parks of OHM explained the process of reviewing the hours of recorded video footage. Bowman asked about flushable wipes and whether these are a problem seen in the televising of the sanitary sewers. Eudy voiced concern about the detrimental qualities of disposable wipes in sanitary sewer lines.

Move to approve payment No.1 to Pipeline Management for CCTV inspection of sanitary sewers in the Bel-Aire area.**

RESULT: APPROVED AS PRESENTED [UNANIMOUS]

MOVER: Taylor, Councilmember SECONDER: Bowman, Mayor Pro Tem

AYES: Schneemann, Taylor, Bowman, Galvin

ABSENT: LaRussa

D. Consideration to authorize estimate and payment of estimate No. 3 for the Shiawassee Streambank Stabilization

Eudy explained the project and said that all that is needed to call the project finished is for planting of live stakes. Schneemann asked for clarification about the current contract amount and inquired about Eudy's level of satisfaction for the project. Eudy responded that he was very pleased with the work that had been done even though it took longer than planned.

Move to authorize Construction Estimate No.3 and payment to Macomb Pipeline & Utilities.**

RESULT: APPROVED AS PRESENTED [UNANIMOUS]

MOVER: Bowman, Mayor Pro Tem SECONDER: Taylor, Councilmember

AYES: Taylor, Bowman, Galvin, Schneemann

ABSENT: LaRussa

E. Consideration to appoint Julia Mantey as an alternate to the Zoning Board of Appeals

Director Demers presented the candidacy of Julia Mantey for alternate to the Zoning Board of Appeals.

Move to appoint Julia Mantey as an alternate on the Farmington Zoning Board of Appeals for a 3-year term to end June 30, 2022.

RESULT: APPROVED AS PRESENTED [UNANIMOUS]

MOVER: Taylor, Councilmember SECONDER: Bowman, Mayor Pro Tem

8. DEPARTMENT COMMENT

Eudy reminded residents that the leaf collection program is set to begin on November 4th. He asked that leaves not be raked into the roadway, but instead be raked just to the curb. He also requested that residents bag leaves and set them out for yard waste pick up until the leaf program begins. Bowman expressed thankfulness for the supplemental leaf collection program and called it a definite perk of living in Farmington.

Mullison announced that Absent Voter Ballots were available at the Clerk's Office in City Hall until 4:00 pm Monday, November 4th. She said that 1600 AV ballots had been issued so far for the November 5, 2019 election. Schneemann commended Mullison for her work on the last two elections and asked about the process for AV voting.

Demers acknowledged the graduation of Commander Andrew Morche from the Eastern Michigan University School of Police Staff and Command. He also reminded citizens that the Public Safety Department will be out in force for Halloween night and advised Trick or Treaters to walk in groups, cross at intersections, and carry adequate lighting.

9. CITY COUNCIL COMMENTS

Galvin thanked Eudy for all his work tonight and commented about cutbacks on needed sidewalk repair due to proposed spending on the Farmington Road Streetscape. He hoped Council could look at that after the election. Galvin also commented on campaign finance reports for those running campaigns for City Council. He stated that it was the right of citizens to know how campaign monies are spent and he looked forward to reviewing those reports. He congratulated all candidates for Farmington City Council for running clean, respectful campaigns.

Schneemann referred to his prior question on funding for road work that is being done and stated that he had asked about it earlier to point out that millage dollars are planned for use in substantially increasing roads funding. He indicated that his intent was to make sure that both roads improvements and the streetscape project can be accomplished, and is glad the City is able to do both sidewalks and streetscape. He noted that this was his last regular meeting of his term as Mayor and that he loves the community and the passion of the residents, volunteers, and people who serve on boards and commissions. He said it has been humbling, educational, and a real privilege. He thanked residents of the city and his fellow councilmembers for allowing him to serve.

APPROVED AS PRESENTED [UNANIMOUS]

10. ADJOURNMENT

RESULT:

Move to adjourn the meeting.

MOVER: SECONDER:	Taylor, Councilmember Bowman, Mayor Pro Tem		
Meeting adjourne	ed at 7:58 p.m.		
Steven Schneem	nann, Mayor		
Mary J. Mullison	, City Clerk		
Approval Date:			

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



City Council Meeting 6:00 p.m., Monday, November 14, 2019 Conference Room 23600 Liberty Street Farmington, MI 48335

DRAFT

ORGANIZATION MEETING MINUTES

An organization meeting of the Farmington City Council was held on November 14, 2019, at 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 6:01 PM by City Manager Murphy.

1. OATH OF OFFICE ADMINISTERED BY MARY J. MULLISON, CLERK

Oath of Office: Joe LaRussa, Sara Bowman, Steven Schneemann

2. ROLL CALL

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

City Administration Present

City Clerk Mullison City Manager Murphy Attorney Schultz

3. PLEDGE OF ALLEGIANCE

Councilmember LaRussa led the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Move to approve the agenda as presented.

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

5. ELECTION OF MAYOR – DAVID MURPHY, CITY MANAGER, WILL CALL FOR NOMINATIONS

Schneemann moved to nominate Sara Bowman as Mayor.

RESULT: APPROVED [UNANIMOUS]
MOVER: Schneemann, Councilmember

SECONDER: None

AYES: Bowman, Galvin, LaRussa, Schneemann, Taylor

Mayor Bowman conducted the remainder of the meeting.

6. ELECTION OF MAYOR PRO TEM

Schneemann moved to nominate Joe LaRussa as Mayor Pro Tem.

RESULT: APPROVED [UNANIMOUS]
MOVER: Schneemann, Councilmember

SECONDER: None

AYES: Galvin, LaRussa, Schneemann, Taylor, Bowman

7. CONSIDERATION OF RESOLUTION TO APPOINT COUNCIL MEMBERS TO SERVE ON BOARDS AND COMMISSIONS

- A. Farmington Retiree Health Care Board of Trustees Bowman
- B. Downtown Development Authority Board of Directors (DDA) Bowman
- C. Brownfield Redevelopment Authority LaRussa
- D. Farmington Election Commission Bowman
- E. Multicultural/Multiracial Community Council (MCMR) Galvin
- F. 8 Mile Boulevard Association (8MBA) Galvin, Alternate LaRussa
- G. S.E.M.C.O.G. LaRussa, Alternate Galvin
- H. Grand River Corridor Improvement Authority Bowman
- I. Greater Farmington Area Chamber of Commerce Bowman
- J. Charter Review Committee Taylor
- K. Downtown Farmington Public Parking Committee Galvin

Move to adopt a resolution appointing Councilmembers to serve on Boards and Commissions.

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

8. CONSIDERATION TO ADOPT RESOLUTION APPROVING 2020 CITY COUNCIL MEETING DATES

Move to adopt a resolution of the Farmington City Council establishing 2020 City Council meeting dates.**

RESULT: APPROVED [UNANIMOUS]
MOVER: Schneemann, Councilmember

SECONDER: Taylor, Councilmember

9. DISCUSSION - 2020 GOAL SETTING MEETING: SATURDAY, JANUARY 11

Move to schedule 2020 goal setting meeting for Saturday, January 11, 2020.

RESULT: APPROVED [UNANIMOUS]

MOVER: Galvin, Councilmember SECONDER: Taylor, Councilmember

10. PUBLIC COMMENT

Geof Perrot, 22661 Brookdale, congratulated newly-elected councilmembers, thanked residents for his campaign, and encouraged Council to continue making things happen.

Suzanne Paul, 23063 Farmington Rd., spoke of the values of public service and how proud Sara Bowman's grandparents would be that their granddaughter was elected mayor of the city they claimed as their own.

11. COUNCIL COMMENTS

Galvin congratulated Bowman, Schneemann and LaRussa on their re-election to Council and also congratulated the citizens who were active and participated in election. He offered to dialog with both new mayor Bowman and ex-mayor Schneemann about their new roles.

LaRussa verified a date on the previously approved 2020 meeting dates.

Schneemann congratulated new Mayor Bowman, stating that he had the utmost confidence in her abilities. He has watched her display wonderful poise and feels very confident that things are going to be done very well in the city. He also said that Joe LaRussa has set a new bar for hard work as he campaigned, and has a passion for the city and public service.

Taylor also offered congratulations to the new mayor and mayor pro tem. She requested that Council be given a copy of the current goals sheet with an update report to be used at the approved January goal setting meeting.

Bowman expressed gratitude to her family, the citizens of Farmington, and Council. She stated that she was honored to be serving with two former mayors and would be calling on their expertise as she settles in to her new role. She plans on engaging citizens and this council, and is humbled by their confidence in her. She guarantees her best effort and plans to be accessible to all.

12. ADJOURNMENT

Move to adjourn the meeting.

RESULT: MOVER: SECONDER:	APPROVED [UNANIMOUS] Taylor, Councilmember Schneemann, Councilmember
The meeting adj	ourned at 6:28 p.m.

Sara Bowman, Mayor
Marrie I. Mullinga, City Clark
Mary J. Mullison, City Clerk
Approval Date:

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

Farmington City Co Agenda Item	ouncil	Council Meeting Date: November 18, 2019	Item Number 4C				
Submitted by: Amy No	orgard, Controller						
Agenda Topic Farmington Quarterly In	nvestment Report -9/30/	19					
Proposed Motion Approve Farmington Qu	uarterly Investment Repo	rt – 9/30/19					
Background See attachment							
Materials Attached Farmington Quarterly In	ovestment Report – 9-30-	19					
	Agenda						
Department Head	Finance/Treasurer	City Attorney	City Manager				

INVESTMENT REPORT CITY OF FARMINGTON QUARTER ENDED SEPTEMBER 30, 2019

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

CITY OF FARMINGTON QUARTER ENDING SEPTEMBER 30, 2019

	BALAN 7/31/1		BALANCE 8/31/19	ļ	BALANCE 9/30/19	7/31/19	E OF RETU 8/31/19	RN 9/30/19	MATURITY	RATING	RATING <u>AGENCY</u>
Pooled Mutual Funds:						-					
Comerica	\$ 518	,728 \$	2,520,147	\$	2,524,113	2.170%	1.950%	1.840%	Daily	Not rated	N/A
Oakland County Investment Pool	1,767	484	1,770,506		1,775,783	1.996%	2.049%	3.662%	Daily	Not rated	N/A
Michigan Class	2,342	,072	4,347,214		4,354,830	2.390%	2.220%	2.130%	Daily	AAAm	S&P
Total Pooled Funds:	4,628	,284	8,637,867		8,654,726						
Certificates of Deposit:											
Chemical Bank	1,030	.080	1,030,080		_	2.150%	2.150%		9/26/2019	4	Bauer
Comerica	,	· -	, , , <u>-</u>		1,000,000			2.150%	12/19/2019	5	Bauer
Horizon	502	,873	502,873		502,873	2.900%	2.900%	2.900%	11/29/2019	5	Bauer
Horizon		, 497	· _		-	2.000%			8/29/2019	5	Bauer
Horizon		_	509,527		509,527		2.000%	2.000%	11/29/2019	5	Bauer
TCF		-	1,022,068		1,022,068		2.010%	2.010%	11/29/2019	4	Bauer
TCF	1,000	,000	-		-	2.910%			8/29/2019	4	Bauer
CIBC	1,000	,000	1,000,000		1,000,000	2.800%	2.800%	2.800%	11/29/2019	5	Bauer
Total Certificates of Deposit:	4,039	,449	4,064,548		4,034,467						
Uninvested:	\$ 1,445	,986 \$	3,924,677	\$	1,496,810	Bank Ana	alysis Credit	Earned	N/A		
Less: Authorities/Entities**	(1,123	,324)	(1,340,843)		(1,372,917)						
TOTAL:	\$ 8,990	<u>,395</u>	15,286,248	\$	12,813,086						

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

Farmington City Co Agenda Item		Council Meeting Date: November 18, 2019	Item Number
Submitted by: Amy No	orgard, Controller		
Agenda Topic Farmington Quarterly F	inancial Report – 9/30/19)	
Proposed Motion Approve Farmington Qu	uarterly Financial Report	- 9/30/19	
Background See attachment			
Materials Attached Farmington Quarterly F	inancial Report – 9-30-19		
	Agenda		
Department Head	Finance/Treasurer	City Attorney	City Manager

FINANCIAL REPORT CITY OF FARMINGTON

QUARTER ENDED SEPTEMBER 30, 2019

Submitted by:

Christopher M. Weber, Director of Finance and Administration

			BUDGE	TED FUNDS:			
REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
GENERAL FUND:		diday.	Office with the best of the section				
Property Taxes	5,401,187.00	5,141,733.84	(259,453.16)	General Government	1,848,804.00	368,226.48	(1,480,577.52)
Licenses & Permits	160,100.00	43,485.75	(116,614.25)	47th District Court	492,908.00	123,227.01	(369,680.99
Federal Grants	26,622.00	0.00	(26,622.00)	Public Safety	4,186,269.00	985,490.16	(3,200,778.84
State Shared Revenues & Grants	1,125,851.00	300.00	(1,125,551.00)	Public Services	1,190,923.00	220,584.47	(970,338.53)
Charges For Services	2,058,912.00	589,134.68	(1,469,777.32)	Health Welfare	7,071.00	0.00	(7,071.00)
Fines & Forfeits	500,500.00	75,557.15	(424,942.85)	Economic/Community Development	267,326.00	34,653.00	(232,673.00)
Other Revenue	225,219.00	35,142.22	(190,076.78)	Recreation and Cultural Services	807,368.00	190,413.65	(616,954.35)
	·	·	,	Contingency	20,000.00	0.00	(20,000.00)
				Transfer, Nonvoted Debt Service	159,171.00	2,771.04	(156,399.96)
				Transfer, OPEB Debt Service	442,549.00	0.00	(442,549.00)
				Transfer, S/A Debt Fund	126,002.00	0.00	(126,002.00)
Total Revenues:	9,498,391.00	5,885,353.64	(3,613,037.36)	Total Expenditures:	9,548,391.00	1,925,365.81	(7,623,025.19)
Appropriation, Fund Equity	50,000.00		, , , , ,	Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	9,548,391.00	5,885,353.64	MAN .	Total Expenditures/Trans Fund Equity	9,548,391.00	1,925,365.81	
CAPITAL IMPROVEMENT FUND:	10.000.00	4 000 50	(0.000.44)	***************************************			
Other Revenue	10,000.00	1,000.59	(8,999.41)				
Total Revenues:	10,000.00	1,000.59	(8,999.41)	Total Expenditures:	0.00	0.00	0.00
Appropriation, Fund Equity	,	.,	(-,,	Transfer, Fund Equity	10.000.00		
Total Revenues/Appr Fund Equity:	10,000.00	1,000.59		Total Expenditures/Trans Fund Equity	10,000.00	0.00	
	,						
CAPITAL IMPROVEMENT MILLAG	E FUND:						
Property Taxes	723,000.00	207,624.63	(515,375.37)	Capital Outlay	716,000.00	1,790.33	(714,209.67)
Other Revenue	1,000.00	847.87	(152.13)		•	•	•
Total Revenues:	724,000.00	208,472.50	(515,527.50)	Total Expenditures:	716,000.00	1,790.33	(714,209.67)
Appropriation, Fund Equity	0.00	•	, ,	Transfer, Fund Equity	8,000.00	-	•
Total Revenues/Appr Fund Equity:	724.000.00	208,472.50		Total Expenditures/Trans Fund Equity	724,000.00	1,790.33	

			BUDGE	TED FUNDS:			
REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER
MAJOR STREET FUND:							
THE STATE OF THE S					The Maria Control of the Control of		
State Shared Revenue	665,704.00	119,972.73	(545,731.27)	Operation & Maintenance	375,312.00	55,614.43	(319,697.5
Contracts	119,649.00	5,579.50	(114,069.50)	Construction	1,883,152.00	315,573.30	(1,567,578.7
Grants	350,000.00	0.00	(350,000.00)	Transfer, Local Street Fund	120,000.00	0.00	(120,000.0
Other Revenues	340,372.00	835.24	(339,536.76)	Debt Service	143,950.00	138,392.50	(5,557.50
Bond Proceeds	1,000,000.00	0.00	(1,000,000.00)				
Total Revenues:	2,475,725.00	126,387.47	(2,349,337.53)	Total Expenditures:	2,522,414.00	509,580.23	(2,012,833.7
Appropriation, Fund Equity	46,689.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	2,522,414.00	126,387.47		Total Expenditures/Trans Fund Equity	2,522,414.00	509,580.23	
State Shared Revenue Special Assessments	281,284.00 9,300.00	50,612.52 7,739.36	(230,671.48) (1,560.64)	Operation & Maintenance Construction	241,197.00 992,000.00	56,500.96 56,798.51	(184,696.0 (935,201.4
Other Revenues	20,727.00	(50.54)	(20,777.54)				•
Bond Proceeds	700,000.00	0.00	(700,000.00)				
Transfer, Major Street Fund	120,000.00	0.00	(120,000.00)				
Total Revenues:	1,131,311.00	58,301.34	(1,073,009.66)	Total Expenditures:	1,233,197.00	113,299.47	(1,119,897.5
Appropriation, Fund Equity	101,886.00			Transfer, Fund Equity	0.00		
Total Revenues/Appr Fund Equity:	1,233,197.00	58,301.34		Total Expenditures/Trans Fund Equity	1,233,197.00	113,299.47	
MUNICIPAL STREET FUND:							
Property Taxes	508,424.00	489,518.37	(18,905.63)				
State Shared Revenue	3,881.00	0.00	(3,881.00)				
Other Revenue	14,000.00	1,132.49	(12,867.51)				
Total Revenues:	526,305.00	490,650.86	(35,654.14)	Total Expenditures:	0.00	0.00	0.0
Appropriation, Fund Equity	0.00	•	, , ,	Transfer, Fund Equity	526,305.00	3.00	0.0
Total Revenues/Appr Fund Equity:	526,305.00	490,650.86		Total Expenditures/Trans Fund Equity	526,305.00	0.00	

BUDGETED FUNDS:							
REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
BROWNFIELD REDEVELOP AUTHO	RITY:						
Total Revenues:	3,440.00	2,988.34	(451.66)	Total Expenditures:	3,000.00	0.00	(3,000.00)
Appropriation, Fund Equity Total Revenues/Appr Fund Equity:	0.00 3,440.00	2,988.34		Transfer, Fund Equity Total Expenditures/Trans Fund Equity	440.00 3,440.00	0.00	
CORRIDOR IMPROVEMENT AUTHO	RITY:						
Total Revenues:	10,400.00	8,183.22	(2,216.78)	Total Expenditures:	5,000.00	0.00	(5,000.00)
Appropriation, Fund Equity Total Revenues/Appr Fund Equity:	0.00 10,400.00	8,183.22		Transfer, Fund Equity Total Expenditures/Trans Fund Equity	5,400.00 10,400.00	0.00	
DWTWN DEVELOPMENT AUTHORI	гү:						
Total Revenues:	699,090.00	500,620.36	(198,469.64)	Total Expenditures:	783,590.00	157,836.00	(625,754.00)
Appropriation, Fund Equity Total Revenues/Appr Fund Equity:	84,500.00 783,590.00	500,620.36		Transfer, Fund Equity Total Expenditures/Trans Fund Equity	0.00 783,590.00	157,836.00	
TOTAL BUDGETARY FUNDS REVENUE:		\$7,281,958.32		TOTAL BUDGETARY FUNDS EXPENDITURE	ES:	\$2,707,871.84	

SUPPLEMENTAL INFORMATION:							
REVENUES:	AMENDED BUDGET	YTD REVENUES	VARIANCE OVER (UNDER)	EXPENDITURES:	AMENDED BUDGET	YTD EXPENDITURES	VARIANCE OVER (UNDER)
WATER & SEWER FUND:	www.ing	water and the second	and the second			manufaction of the second of t	
Water & Sewer Sales	4,998,922.00	1,488,765.86	(3,510,156.14)	Operating & Maintenance	4,403,305.00	729,486.81	(3,673,818.19)
Service Fees	75,000.00	10,578.61	(64,421.39)	Total O & M Expenditures:	4,403,305.00	729,486.81	(3,673,818.19)
Other Revenue	83,000.00	4,262.00	(78,738.00)	Capital Outlay	2,459,394.00	12,495.11	(2,446,898.89)
Bond Proceeds	2,000,000.00	0.00	(2,000,000.00)	Debt, Principal and Interest	324,716.00	1,100.00	(323,616.00)
				Transfer, OPEB Debt Service	23,280.00	0.00	(23,280.00)
Total Revenues:	7,156,922.00	1,503,606.47	(5,653,315.53)	Capital & Debt Outlays	2,807,390.00	13,595.11	(2,793,794.89)
Appropriation, Fund Equity	53,773.00			Transfer, Debt & Equity	0.00		
Total O & M/ Other Revenues:	7,210,695.00	1,503,606.47		Total O & M Exp.& Trans Debt & Equity	7,210,695.00	743,081.92	
FARMINGTON COMMUNITY TH	IEATER FUND:		and Albaha Heav				
Admission/Rentals/Concessions	542,900.00	109,889.24	(433,010.76)	Operation & Maintenance	541,373.00	104,995.08	(436,377.92)
Other Revenue	27,349.00	6,388.71	(20,960.29)	Total O & M Expenditures:	541,373.00	104,995.08	(436,377.92
	•	•	0.00	Capital Outlay	15,000.00	0.00	(15,000.00
Total Revenues:	570,249.00	116,277.95	(453,971.05)	Total Capital Outlays	15,000.00	0.00	(15,000.00
Appropriation, Fund Equity	0.00	,	, , ,	Transfer, Fund Equity	13,876.00		
Total Financing Sources:	570,249.00	116,277.95		Total O & M Exp.& Trans Debt & Equity	570,249.00	104,995.08	

Farmington City Co Agenda Item		Council Meeting Date: November 18, 2019	Item Number 4E			
Submitted by: Amy No	orgard, Controller					
Agenda Topic Farmington Quarterly Financial Report Court – 9/30/19						
Proposed Motion Approve Farmington Quarterly Financial Report Court – 9/30/19						
Background See attachment						
Materials Attached Farmington Quarterly Financial Report Court – 9-30-19						
	Agenda					
Department Head	Finance/Treasurer	City Attorney	City Manager			

FINANCIAL REPORT

47TH DISTRICT COURT

QUARTER ENDED SEPTEMBER 30, 2019

Distribution:

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

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

TRIAL BALANCE REPORT FOR CITY OF FARMINGTON

PERIOD ENDING 09/30/2019

User: anorgard DB: Farmington

Page: 1/5

GL NUMBER	DESCRIPTION	BALANCE 09/30/2018	2019-20 AMENDED BUDGET	BEG. BALANCE 07/01/2019	END BALANCE 09/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DIS	TRICT COURT FUND						
Assets Dept 000.00 136-000.00-001.000 136-000.00-004.000 136-000.00-071.001 136-000.00-078.000 136-000.00-084.260 136-000.00-102.000	CASH-GENERAL RECEIVING IMPREST CASH A/R MISCELLANEOUS DUE FROM FARMINGTON HILLS DUE FROM STATE OF MICHIGAN DUE FROM INDIGENT DEFENSE FUND PREPAID EXPENSES	394,631.50 1,950.00 0.00 0.00 0.00 0.00 0.00		275,292.06 1,950.00 4,479.05 222,480.00 . 984.15 13,710.72 19,072.27	572,837.70 1,950.00 0.00 0.00 0.00 1,511.50 0.00		
Total Dept 000.00		396,581.50	<u></u>	537,968.25	576,299.20		
TOTAL ASSETS		396,581.50		537,968.25	576,299.20		
Liabilities Dept 000.00 136-000.00-202.000 136-000.00-202.002 136-000.00-214.101 136-000.00-214.260 136-000.00-231.011 136-000.00-257.000	ACCOUNTS PAYABLE, P O ACCOUNTS PAYABLE, ACCRUED DUE TO GENERAL FUND DUE TO INDIGENT DEFENSE FUND PAYROLL, LIFE INSURANCE ACCRUED WAGES	0.00 0.00 20.21 0.00 (725.58) 0.00		51,285.41 539.33 28.50 0.00 (382.69) 35,550.66	0.00 0.00 86.65 44.26 (382.69) 0.00		
Total Dept 000.00		(705.37)		87,021.21	(251.78)		
TOTAL LIABILITIES		(705.37)	<u>-</u>	87,021.21	(251.78)		
Fund Equity Dept 000.00 136-000.00-368.000 136-000.00-390.000 136-000.00-393.000	NONSPENDABLE, INVENTORIES, PREPAIDS FUND BALANCE ASSIGNED FUND BALANCE, CAPITAL	9,957.00 81,991.01 207,177.86		19,072.27 (148,359.49) 428,413.09	19,072.27 (148,359.49) 428,413.09		
Total Dept 000.00		299,125.87		299,125.87	299,125.87		
TOTAL FUND EQUITY		299,125.87	-	299,125.87	299,125.87		
Revenues Dept 000.00 136-000.00-539.901 136-000.00-539.902 136-000.00-539.903 136-000.00-644.000 136-000.00-671.000 136-000.00-674.400 136-000.00-678.001 136-000.00-678.002 136-000.00-679.000	STATE GRANT, DRUNK DRIVING DRUG CASE MANAGEMENT JUDGES, SALARY STD DRUG COURT INVESTMENT INCOME REVENUES, OTHER COMMUNITY WORK PROGRAM CONTRIBUTIONS, FARMINGTON CONTRIBUTIONS FARMINGTON HILLS HEALTH INSURANCE CONTRIBUTIONS	0.00 0.00 22,862.00 0.00 997.84 0.00 612.00 127,886.25 667,440.00 6,385.54	17,500.00 900.00 91,448.00 7,000.00 4,000.00 30,000.00 13,500.00 489,879.00 2,684,971.00 12,094.00		0.00 0.00 22,862.00 0.00 682.11 0.00 326.16 123,227.01 694,825.74 2,800.20	17,500.00 900.00 68,586.00 7,000.00 3,317.89 30,000.00 13,173.84 366,651.99 1,990,145.26 9,293.80	0.00 0.00 25.00 0.00 17.05 0.00 2.42 25.15 25.88 23.15

136-000.00-720.007

136-000.00-720.012

136-000.00-720.100

136-000.00-720.200

136-000.00-720.300

136-000.00-720.400

136-000.00-720.450

136-000.00-720.500

136-000.00-720.600

136-000.00-720.700

136-000.00-720.900

136-000.00-727.000

136-000.00-728.000

136-000.00-733.000 136-000.00-735.000

136-000.00-740.500

136-000.00-801.000

136-000.00-801.002

136-000.00-802.101

136-000.00-802.102

136-000.00-802.104

136-000.00-802.105

136-000.00-802.107

136-000.00-802.109

136-000.00-802.110

136-000.00-806.101

136-000.00-818.000

136-000.00-853.000

136-000.00-860.000

PYMT IN LIEU OF HOSP INS

SOC SEC, EMPLOYER'S SHARE

COMPREHENSIVE MEDICAL INS

WORKMEN'S COMPENSATION INS

RETIREMENT CONTRIBUTION

LIFE INSURANCE

OFFICE SUPPLIES

RECORDS MANAGEMENT

NON-CAPITALIZED ASSETS

PRO SERVICES, LABOR RELATIONS

SUBSTITUTE COURT REPORTER

APPOINTED COUNSEL-C, R, 2

APPOINTED COUNSEL-C. R. 1

AUDIT & ACCOUNTING FEES

CONTRACTUAL SERVICES

TELECOMMUNICATIONS

TRANSPORTATION

PROFESSIONAL SERVICES

POSTAGE, METER

LAW LIBRARY

WITNESS FEES

INTERPRETER FEES

ACCOUNTING FEES

JURY FEES

OPTICAL

DENTAL

DEFINED CONTRIBUTION PLAN (RETIREES)

RETIREE HEALTHCARE CONTRIBUTION

RETIREE HEALTH SAVINGS (RHS) PLAN

TRIAL BALANCE REPORT FOR CITY OF FARMINGTON

Page:

7,200.00

2,918.58

32,941.48

47,176.00

4,848.91

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3,937.53

21,775.49

16,915.80

903.00

6,568.40

7,500.00

5,000.00

2,874.00

2,000.00

3,000.00

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8,388.00

6,988.00

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11,899.71

7,640.44

(50.00)

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23.04

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24.38

25.00

35.66

46.40

14.69

25.63

39.12

100.32

15.85

User: anorgard DB: Farmington PERIOD ENDING 09/30/2019

GL NUMBER	DESCRIPTION	BALANCE 09/30/2018	2019-20 AMENDED BUDGET	BEG. BALANCE 07/01/2019	END BALANCE 09/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 136 - 47TH DIS	STRICT COURT FUND						
Total Dept 000.00		826,183.63	3,351,292.00		844,723.22	2,506,568.78	25.21
TOTAL REVENUES		826,183.63	3,351,292.00		844,723.22	2,506,568.78	25.21
Expenditures							
Dept 000.00	ONT ADTEC TUDGES	10 244 71	01 440 00		10 244 71	72 102 20	01 15
136-000.00-703.001 136-000.00-703.002	SALARIES, JUDGES SALARIES, COURT ADMINISTRATORS	19,344.71 44,887.15	91,448.00 216,631.00		19,344.71 45,784.93	72,103.29 170,846.07	21.15 21.13
136-000.00-703.002		26,259.35	126,730.00		26,784.33	99,945.67	21.13
136-000.00-704.000	SALARIES, COURT REPORTERS SALARIES, DEPUTY COURT CLERKS	136,713.12	645,603.00		136,180.50	509,422.50	21.13
136-000.00-704.001	SALARIES, COURT OFFICERS	22,363.34	107,928.00		22,810.54	85,117.46	21.13
136-000.00-704.003	SALARIES, PROBATION OFFICER	68,055.67	328,444.00		69,416.55	259,027.45	21,13
136-000.00-704.005	SALARIES, BUILDING MAINT	11,220.00	56,536.00		11,925.92	44,610.08	21.09
136-000.00-707.000	SALARIES, PART-TIME/TEMP	14,326.79	130,184.00		17,012.39	113,171.61	13.07
136-000.00-707.001	SALARIES, BLDG MAINT CWP	879.75	3,500.00		326.17	3,173.83	9.32
136-000.00-707.002	SALARIES, BLDG MAINT, PT	1,530.03	10,920.00		1,708.87	9,211.13	15.65
136-000.00-707.003	SALARIES, MAGISTRATE, PT	11,825.00	60,000.00		12,465.00	47,535.00	20.78
136-000.00-709.000	SALARIES, OVERTIME	158.77	1,500.00		257.87	1,242.13	17.19
136-000.00-714.000	SALARIES, ACCRUED BENEFITS	96.28	16,963.00		0.00	16,963.00	0.00
136-000.00-715.000	LONGEVITY PAY	91,759.15	93,720.00		93,720.04	(0.04)	100.00
136-000.00-719.000	FRINGE BENEFITS	450.00	1,050.00		537.50	512.50	51.19
136-000.00-719.004	INSURANCE ALLOWANCE	210.00	840.00		210.00	630.00	25.00
136-000.00-719.005	VEHICLE ALLOWANCE	900.00	3,600.00		900.00	2,700.00	25.00

5,200.00

1,575.84

32,932.70

76,352.28

7,128.30

8,186.00

7,275.46

3,159.73

1,190.16

5,618.58

1,393.81

1,755.00

8,681.00

7,150.00

7,850.00

15,025.00

17,496.23

3,171.23

3,808.31

450.00

672.70

85.75

64.50

0.00

0.00

6.80

0.00

0.00

0.00

19,200.00

12,751.00

142,995.00

334,680.00

19,139.00

261,705.00

38,879.00

11,764.00

35,484.00

24,500.00

17,000.00

1,000.00

7,806.00

7,500.00

5,000.00

3,000.00

2,000.00

3,000.00

4,000.00

10,000.00

35,418.00

13,038.00

13,038.00

15,500.00

16,000.00

12,550.00

130,972.00

4,000.00

5,250.00

User: anorgard

DB: Farmington

+ LIABILITIES

= TOTAL LIABILITIES AND FUND BALANCE

TRIAL BALANCE REPORT FOR CITY OF FARMINGTON

Page: 3/5

PERIOD ENDING 09/30/2019

BEG. BALANCE BALANCE 2019-20 END BALANCE AVAILABLE % BDGT GL NUMBER DESCRIPTION 09/30/2018 AMENDED BUDGET 07/01/2019 09/30/2019 BALANCE USED Fund 136 - 47TH DISTRICT COURT FUND Expenditures 136-000.00-861.000 MILEAGE 15.48 2,000.00 0.00 2,000.00 0.00 136-000.00-920.000 PUBLIC UTILITIES 12,303.14 88,000.00 12,600.37 75,399.63 14.32 2,250.00 136-000.00-934.000 MAINTENANCE, OFFICE EQUIPMENT 0.00 1,701.96 548.04 75.64 136-000.00-935.000 MAINT, BUILDINGS & GROUNDS 33,997.32 80,654.00 34,543.17 46,110.83 42.83 CLEANING & UNIFORMS 1,010.00 3,200.00 1,086.45 136-000.00-936.000 2,113.55 33.95 EQUIPMENT RENTAL 914.97 20,424.00 19,509.03 136-000.00-943.000 914.97 4.48 136-000.00-955.000 MEMBERSHIPS 2,011.00 6,363.00 1,875.00 4,488.00 29,47 5,000.00 136-000.00-956.000 MISCELLANEOUS EXPENSE 540.48 809.72 4,190.28 16.19 136-000.00-959.500 BANKING CHARGES 0.00 2,400.00 0.00 2,400.00 0.00 136-000.00-963.000 INSURANCE & BONDS 8,338.75 31,235.00 8,446.50 22,788.50 27.04 89,500.00 136-000.00-977.000 CAPITAL OUTLAY, EQUIPMENT 756.00 6,372.03 83,127.97 7.12 727,095.63 3,433,792.00 717,762.02 Total Dept 000.00 2,716,029.98 20.90 Dept 000.01 - DRUG COURT 136-000.01-801.702 MI DRUG COURT 927.00 7,000.00 1,357.26 5,642.74 19.39 927.00 7,000.00 Total Dept 000.01 - DRUG COURT 1,357.26 5,642.74 19.39 728,022.63 3,440,792.00 719,119.28 2,721,672.72 TOTAL EXPENDITURES 20.90 Total Fund 136 - 47TH DISTRICT COURT FUND TOTAL ASSETS 396,581.50 537,968.25 576,299.20 299,125,87 299,125.87 299,125.87 BEG. FUND BALANCE - 2018-19 + NET OF REVENUES/EXPENDITURES - 2018-19 151,821,17 151,821.17 (89,500.00) 98,161,00 125,603.94 + NET OF REVENUES & EXPENDITURES (215, 103.94) 140.34 = ENDING FUND BALANCE 397,286.87 567,618.21 576,550.98

(705.37)

396,581.50

87,021.21

654,639.42

(251.78)

576,299.20

TRIAL BALANCE REPORT FOR CITY OF FARMINGTON

User: anorgard
DB: Farmington PERIOD ENDING 09/30/2019 Page: 4/5

GL NUMBER	DESCRIPTION	BALANCE 09/30/2018	2019-20 AMENDED BUDGET	BEG. BALANCE 07/01/2019	END BALANCE 09/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 260 - INDIGENT	DEFENSE FUND		**************************************				
Assets Dept 000.00							
260-000.00-001.000	CASH-GENERAL RECEIVING	0.00		124,654.84	150,843.44		
260-000.00-084.136	DUE FROM DISTRICT COURT FUND	0.00		0.00	44.26		
Total Dept 000.00		0.00	_	124,654.84	150,887.70		
TOTAL ASSETS		0.00		124,654.84	150,887.70		
Liabilities							
Dept 000.00 260-000.00-202.002	ACCOUNTS PAYABLE, ACCRUED	0.00		0.00	16,300.00		
260-000.00-214.136	DUE TO 47TH DISTRICT COURT	0.00		13,710.72	1,511.50		
260-000.00-257.000 260-000.00-339.000	ACCRUED WAGES DEFERRED REVENUE	0.00 0.00		0.00 110,282.67	551.42 110,282.67		
				110, 101, 0,	110,202.0,		
Total Dept 000.00		0.00		123,993.39	128,645.59		
TOTAL LIABILITIES		0.00		123,993.39	128,645.59		
TOTAL BIADIBITIES		0.00		123, 993.39	120,045.59		
Revenues							
Dept 000.00 260-000.00-539.000	STATE GRANTS CONTROL	0.00	166,996.00		42,058.75	124,937.25	25.19
260-000.00-664.000 260-000.00-678.001	INVESTMENT INCOME CONTRIBUTIONS, FARMINGTON	0.00 0.00	0.00 3,029.00		466.63	(466.63)	100.00
260-000.00-678.002	CONTRIBUTIONS, FARMINGTON CONTRIBUTIONS FARMINGTON HILLS	0.00	16,600.00		0.00 0.00	3,029.00 16,600.00	0.00 0.00
Total Dept 000.00		0.00	186,625.00		42,525.38	144,099.62	22.79
TOTAL REVENUES		0.00	186,625.00		42,525.38	144,099.62	22.79
Expenditures							
Dept 000.00	CATABLEC OVERMENT	0.00	16 040 00		000.00	45 000 54	
260-000.00-709.000 260-000.00-720.100	SALARIES, OVERTIME FICA, EMPLOYER'S SHARE	0.00 0.00	16,240.00 1,242.00		939.29 70.63	15,300.71 1,171.37	5.78 5.69
260-000.00-720.300	LIFE INSURANCE	0.00	177.00		0.00	177.00	0.00
260-000.00-720.400 260-000.00-720.500	RETIREMENT CONTRIBUTION WORKMEN'S COMPENSATION INS	0.00 0.00	3,336.00 73.00		0.00	3,336.00	0.00 47.67
260-000.00-802.101	WITNESS FEES	0.00	10,000.00		34.80 0.00	38.20 10,000.00	0.00
260-000.00-802.111	APPOINTED COUNSEL MIDC	0.00	140,788.00		19,900.00	120,888.00	14.13
260-000.00-818.000	CONTRACTUAL SERVICES	0.00	14,769.00		0.00	14,769.00	0.00
Total Dept 000.00		0.00	186,625.00	<u></u>	20,944.72	165,680.28	11.22
TOTAL EXPENDITURES		0.00	186,625.00		20,944.72	165,680.28	11.22

User: anorgard

DB: Farmington

TRIAL BALANCE REPORT FOR CITY OF FARMINGTON

Page: 5/5

PERIOD ENDING 09/30/2019

AVAILABLE % BDGT 2019-20 BEG. BALANCE END BALANCE BALANCE USED 07/01/2019 09/30/2019 BALANCE GL NUMBER DESCRIPTION 09/30/2018 AMENDED BUDGET Fund 260 - INDIGENT DEFENSE FUND Total Fund 260 - INDIGENT DEFENSE FUND 150,887.70 0.00 124,654.84 TOTAL ASSETS 0.00 0.00 0.00 BEG. FUND BALANCE - 2018-19 661.45 661.45 + NET OF REVENUES/EXPENDITURES - 2018-19 21,580.66 (21,580.66) 100.00 + NET OF REVENUES & EXPENDITURES 0.00 3,505.76 22,242.11 = ENDING FUND BALANCE 123,993.39 128,645.59 0.00 + LIABILITIES 0.00 127,499.15 150,887.70 = TOTAL LIABILITIES AND FUND BALANCE

Submitted by: Amy Norgard, Controller Agenda Topic Farmington Monthly Payments Report – October 2019 Proposed Motion Approve Farmington Monthly Payments Report – October 2019 Background See attachment Materials Attached AP Monthly Payments Report 103119						
Farmington Monthly Payments Report – October 2019 Proposed Motion Approve Farmington Monthly Payments Report – October 2019 Background See attachment Materials Attached						
Approve Farmington Monthly Payments Report – October 2019 Background See attachment Materials Attached						
See attachment Materials Attached						
Agenda Review						
Department Head Finance/Treasurer City Attorney City Manager						

CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

MONTH OF OCTOBER 2019

FUND #	FUND NAME		AMOUNT:	
101	GENERAL FUND	\$	376,272.42	
202	MAJOR STREET FUND	\$	359,021.54	
203	LOCAL STREET FUND	\$	103,656.56	
401	CAPITAL IMPROVEMENT MILLAGE	\$	2,528.56	
592	WATER & SEWER FUND	\$	312,289.55	
595	FARMINGTON COMMUNITY THEATER FUND	\$	25,713.71	
640	DPW EQUIPMENT REVOLVING FUND	\$	35,042.83	
701	AGENCY FUND	\$	5,309.72	
736	PUBLIC EMPLOYEE HEALTH CARE	\$	67,905.81	
	TOTAL CITY PAYMENTS ISSUED:	\$	1,287,740.70	
136	47TH DISTRICT COURT FUND	\$	183,470.85	
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$	42,635.32	
260	INDIGENT DEFENSE FUND	\$	17,150.00	
290	FRIENDS OF THE GOVERNOR WARNER MANSION	\$	452.85	
	TOTAL OTHER ENTITIES PAYMENTS ISSUED:	\$	243,709.02	
		TOTAL PAYI	MENTS ISSUED	\$ 1,531,449.72

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

CITY OF FARMINGTON - ACH PAYMENTS REPORT

MONTH OF OCTOBER 2019

TRANSFER FROM:	TRANSFER TO:	DESCRIPTION:	AMOUNT:
Agency Tax	Farmington Public Schools	Tax Payment #9	19,363.70
Agency Tax	Oakland County	Tax Payment #9	37,021.21
Agency Tax	Farmington Comm. Library	Tax Payment #9	2,356.43
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	320,040.18
General Fund	Federal Gov't	W/H & FICA Payroll	114,092.22
General Fund	MERS	September Transfer	65,723.21
General Fund	MERS HCSP	September Transfer	4,647.08
General Fund	ICMA	ICMA Plans - City & Dept. Hea	18,404.04
General Fund	Total Administrative Services Corp.	Flexible Spending Accounts	1,998.40
	TOTAL CITY ACH TRANSFERS		583,646.47
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	137,541.19
Court Fund	Federal Gov't	W/H & FICA Payroll	48,227.00
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	1,838.40
Court Fund	ICMA	Health Savings/401 Accounts	11,349.99
	TOTAL OTHER ENTITIES ACH TRANS	FERS	198,956.58



FARMINGTON PUBLIC SAFETY DEPARTMENT

23600 Liberty Street Farmington, MI 48335 248-474-4700 Frank J. Demers, Public Safety Director



MONTHLY PUBLIC SAFETY REPORT OCTOBER, 2019

October 1, through October 6, 2019

CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES
186	92	19	2	5

ARREST TYPE & QUANTITY

OWI	OUID	DWLS	WARRANT	FELONY	
1	0	3	3	0	

SUMMARY OF NOTABLE INCIDENTS

Check Fraud – Uttering and Publishing

On October 1, 2019, a resident reported that between September 23rd and September 24th a 34 year old male suspect used her bank account number to create a fraudulent check. The suspect also used a check that was used as a method of payment to electronically deposit funds and then presented the check to be cashed in person the same day. The victim reported that she hired the suspect after they connected on homeadvisor.com for household projects and yard work. The suspect convinced the victim to pay him directly and not through the online service. The suspect is known and the case has been assigned to a detective for further investigation.

Suspicious Circumstance

On October 2, 2019, at approximately 8:01 pm, officers responded to Earl Court. Officers spoke with the reporting party (RP) who is house sitting for the homeowner. The complainant stated that two black males arrived, one went to the front door and knock, while the second went to the back door at which time she heard the rear door handle "jiggle". The RP stated that the two men departed in a red or dark color vehicle. Officers checked the area, but were unable to locate a similar vehicle or subjects.

LFA – Larceny of Personal Property from an Automobile

On October 4, 2019, at approximately 4:09 pm, an officer responded to a residence on Violet Street for a report of a theft of a "Life Hammer" that was taken from a vehicle on September 29th or

30th. The victim reported that they have seen a group of young male teens walking the neighborhood at "all hours of the night", but was not certain if they are responsible for the theft.

Theft - Retail Fraud

On October 6, 2019, at approximately 5:07 pm, officers responded to Ace Hardware for a report of a white male subject that was observed stealing merchandise, concealing the items in a puffy green jacket and departing on a bicycle. The officer responding reported that the description matched that of a known subject that frequents the Farmington downtown area. Officers were able to review the store video and confirm the theft and the identification of the 56-year-old male subject. On October 10, 2019, the detective assigned to the case observed the subject walk into the Farmington Library, where he was arrested without incident.

October 7, through October 13, 2019

CALL TYPE & QUANTITY

Getober 7, till dagir Getober 13, 2013

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES	
223	109	22	3	11	

ARREST TYPE & QUANTITY

OWI	OUID	DWLS	WARRANT	FELONY	
1	0	8	10	1	

SUMMARY OF NOTABLE INCIDENTS

Open Alcohol – Motor Vehicle

On October 7, 2019, at approximately 1:18 am, an officer conducted a traffic stop of a vehicle in the area of Grand River Ave. and Gill after observing that the driver was not able to maintain its lane. The officer found that the 58 year old male driver was in possession of an open (cold) can of beer. The driver admitted to consuming while driving, he was also in possession of an open ½ pint of Rum. The driver passed field sobriety evaluations. The officer confiscated and poured out the alcohol, issued the driver a citation and released him at the scene.

False Identification to Police

On October 7, 2019, at approximately 8:45 pm, a 35-year-old passenger of a vehicle provided a false name to officers in an effort to conceal that there were four active warrants for his arrest, to include one felony arrest warrant. Officers learned that the subject worked as a cook at a Farmington restaurant and were able to substantiate his identity. The subject was arrested and housed in jail.

Carrying a Concealed Weapon (CCW) - Gun

On October 09, 2019, at approximately 12:04 am, an officer conducted a traffic stop in the area of Grand River Ave. and Oakland for a broken brake light and crossing into the curb lane on several occasions. The officer learned that the 61-year-old male driver was in possession of a Glock 17 on his right hip and provided a concealed pistol license that expired in 2017. The officer confiscated the pistol and arrested the subject. The case was presented to the Oakland County Prosecutors Office who issued charges for CCW.

Animal Compliant

On October 11, 2019, at approximately 2:08 pm an officer responded to the area of Birchwood and Annewood for a report of two German Shepard dogs on the loose. The officer located, recovered and transported the dogs to the station. A message was sent out via social media and the owner quickly identified and notified. The dogs were returned to their owners.

Open Alcohol – Motor Vehicle

On October 12, 2019, at approximately 3:37 am, an officer conducted a traffic stop of a vehicle in the area of Farmington and Nine Mile Road for a broken tail light showing white light. The officer found that the 26-year-old male driver was in possession of an open half gallon of Crown Royal behind the driver's seat. The driver showed no signs of intoxication. The officer confiscated and poured out the alcohol, issued the driver a citation and released him at the scene.

October 14, through October 20, 2019

October 14, tillough October 20, 2019

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES	
230	123	25	1	4	

CALL TYPE & QUANTITY

ARREST TYPE & QUANTITY	

OWI	OUID	DWLS	WARRANT	FELONY	
1	0	4	4	0	

SUMMARY OF NOTABLE INCIDENTS

Civil Matter

On 10/14/2019 a Farmington business owner advised police that he had hired a contractor to seal coat his parking lot at his business. The business owner gave the contractor a deposit of \$800 but the contractor never completed the project. The contractor was contacted who agreed to return the deposit.

Operate While Intoxicated

On 10/15/2019 at approximately 12:16 AM an officer on patrol stopped a vehicle for speeding at Grand River Ave and Liberty St. Upon approaching the driver, the officer noted that the driver was exhibiting signs of intoxication. The driver failed several sobriety exams and refused to take a Datamaster Breathalyzer test. The driver admitted to consuming intoxicants and was arrested for operating while intoxicated. The driver was lodged at the Farmington Jail and charged with OWI.

Assault

On 10/16/2019 officers were dispatched to the Kensington Manor Apartment complex for a report of a welfare check on neighbors that appear to be arguing. Upon arrival officers checked on the neighbors and learned that a guest of the resident had been visiting for dinner. While visiting, the resident and the guest began having a verbal argument that escalated into a physical altercation. The guest alleges that the resident hit the guest in her face and the resident alleges that the guest attempted to punch the resident and that the resident defended herself. Neither party wanted to press charges against the other.

Telephone Use for Harassment

On 10/17/2019 a resident reported at the front desk that an ex-boyfriend has been threatening her over the phone because she has started dating a new friend. The resident only wanted the incident documented.

Assault

On 10/18/2019 a Plymouth resident came to the police department to report that she was assaulted by another customer while on the dance floor at Cowley's Old Village Inn. The woman advised that the suspect had bumped into her on the dance floor several times, causing the victim to confront her. The two went their separate ways, but after a few minutes the suspect returned and grabbed the victim by the throat and pushed her to the ground. The suspect and her party left the establishment and the victim came to the police department to report the incident.

Runaway

On 10/19/2091 officers responded to the 23000 block of Orchard Lake for a report of a runaway. Upon arrival officers learned that the 14 year old son of the

complainant had run away from home after leaving a note. Officers searched the area for several hours and the juvenile ended up returning home.

Malicious Destruction of Property

On 10/19/2019 officers responded to the 7-11 Gas Station at Grand River and Drake for a disorderly customer. Upon arrival officers learned that the suspect had fled the scene. Officers learned that the suspect had been upset over a clerk's attitude so he struck a lighter display, causing damage.

October 21, through October 27, 2019

CALL TYPE & QUANTITY

TOTAL CALLS	TRAFFIC STOPS	MEDICALS	FIRE CALLS	CRASHES	
223	125	19	1	5	

ARREST TYPE & QUANTITY								
OWI OUID		DWLS	WARRANT	FELONY				
3	0	6	2	0				

SUMMARY OF NOTABLE INCIDENTS

Solicit without a permit

On 10/23/2019 Officers were dispatched to the Warner Farms Subdivision for a report of a solicitor. Upon arrival the officers located a man who works for Provision Power Gas going door to door attempting to solicit customers. The man did not have a solicitor's license so he was cited for soliciting without a permit.

Electrical Fire

On 10/23/2019 officers and Engine 1 responded to the 23000 block of Cass St for a report of an electrical fire. Upon arrival, officers discovered that an outdoor electrical cord had overheated while powering a Halloween decoration. There was no further damage.

Missing Person Located

On 10/24/2019 an officer on patrol located a special needs man who had been reported missing in a neighboring jurisdiction in the Downtown Center. The officer took the man to the Farmington Police Department where he waited for family to pick him up.

Uttering and Publishing Checks

On 10/25/2019 a Northville Twp. resident reported at the Farmington Police Department that an unknown person had cashed a fraudulent check using the resident's bank account at a Farmington Bank. A report was filed and forwarded to the Detective Bureau for further investigation.

Operate While Intoxicated

On 10/26/2019 a Sergeant on patrol stopped a vehicle in the area of Grand River and Drake for swerving. The Sergeant made contact with the driver and noted that the driver exhibited signs of intoxication. The driver failed several sobriety exams and was subsequently arrested for OWI. The driver was transported to the Farmington Jail where he submitted to a Datamaster Breath Test. The driver had a blood alcohol level of a .15.

Operate While Intoxicated

On 10/26/2019 a Sergeant on patrol stopped a vehicle in the area of Grand River and Power for driving 10 mph in the posted 35 mph zone with a flat tire. The Sergeant made contact with the driver who exhibited signs of intoxication. The driver failed several sobriety exams and was subsequently arrested for OWI. The driver was transported to the Farmington Jail where she submitted to a Datamaster Breath Test. The driver had a blood alcohol level of a .14.

Trespassing

On 10/27/2019 Officers were dispatched to the Zap Zone on Grand River for a report of two males being disorderly. Upon arrival officers learned from staff that the two males had refused to exit the Go Cart track despite their time being up. The two males became threatening to staff, so the police were called. Officers located one of the males, who was at the facility for a birthday party. The male was issued a no trespassing order and ordered to leave.

Operate While Intoxicated

On 10/27/2019 a Sergeant on patrol stopped a vehicle in the area of Grand River and Orchard Lake for disobeying a stop sign. The Sergeant made contact with the driver who exhibited signs of intoxication. The driver failed several sobriety exams and was subsequently arrested for OWI. The driver was transported to the Farmington Jail where he submitted to a Datamaster Breath Test. The driver had a blood alcohol level of .12.

October 28, through November 3, 2019

betober 20, till odgir Hovelinger 3, 2013

TOTAL CALLS TRAFFIC STOPS		MEDICALS	FIRE CALLS	CRASHES	
225	114	18	0	13	

CALL TYPE & QUANTITY

ARREST TYPE & QUANTITY

OWI	OUID	DWLS	WARRANT	FELONY	
0	0	3	3	0	

SUMMARY OF NOTABLE INCIDENTS

Harassing Communication

On 10/29/2019 a Power Rd resident came into the Farmington Police Department to report that her children's father has been harassing the complainant via text message. A report was filed documenting the incident.

Suspicious Person

On 10/29/2019 an officer responded to a Law Office on Grand River for a late report of a man who has been sleeping at the Company porch. Upon arrival the officer learned that an employee had observed a white male sleeping on the porch when she arrived to work. Upon finding the man, the employee ordered the man to leave. As the man left, he kicked a brick in the lawn towards the house, a brick that was previously used to weigh down a mailbox that customers sometimes leave payment in. From the employee's description of the man, the officer recognized him as a local homeless man. The man was confronted at a later date and issued a no trespassing order for the business.

MONTHLY PUBLIC SAFETY REPORT OCTOBER 2019

Animal Put to Sleep

On 10/30/2019 an officer responded to a car/deer accident where the officer had to dispatch the deer.

Stolen Auto

On 10/30/2019 a Milford resident came into the Farmington Police Department to report that his 1974 Volkswagen Beetle had been stolen sometime between October 1st and October 22nd from the Farmington Professional Auto Care lot. The complainant advised that he had left his vehicle unlocked and with the keys under the driver's floor mat so that the mechanics could work on his car. The case was forwarded to the Detective Bureau for further investigation.

Fraud

On 11/01/2019 an officer responded to a home on Lee Lane for a report of a fraud. Upon arrival the officer learned that the complainant had responded to an online ad requesting him to advertise Mountain Dew on his vehicle with graphics. The complainant advised that he received a check for \$2,100 and was instructed to purchase three \$500 Amazon gift cards and provide them to a third party. The complainant did as instructed, but soon learned that the check was fraudulent.

Larceny / Illegal Use Credit Card

On 11/01/2019 a Cloverdale resident came into the Farmington Police Department to report that her step son had stolen money and her credit card from her Cloverdale residence. The complainant further advised that her step son then used the credit card at several area businesses. The complainant wanted the incident documented only.

Identity Theft

On 11/02/2019 a Cloverdale resident came into the Farmington Police Department to report that an unknown person had attempted to open a Target credit card in his name.

Miscellaneous Information

During the month of October, all sworn public safety personnel received legal update training. This training was conducted by Sergeant Rick Friess who is a licensed attorney and serves as the departments legal update coordinator.

MONTHLY PUBLIC SAFETY REPORT OCTOBER 2019

Crime Part	Crime Category	Oct- 2019	Sep- 2019	Percent Change	YTD 2019	YTD 2018	Percent Change
Α	ASSAULT - AGGRAVATED	0	1	-100.0%	3	7	-57.1%
Α	ASSAULT - SIMPLE	7	4	75.0%	26	24	8.3%
А	BURGLARY - ALL OTHER	0	3	-100.0%	11	1	1,000.0%
Α	BURGLARY - RESIDENTIAL	1	0	-	5	1	400.0%
А	DAMAGE TO PROPERTY	1	1	0.0%	16	9	77.8%
А	DRUG OFFENSES	0	2	-100.0%	9	119	-92.4%
Α	EMBEZZLEMENT	0	1	-100.0%	4	2	100.0%
А	FORGERY / COUNTERFEITING	0	3	-100.0%	6	0	-
Α	FRAUD	2	2	0.0%	34	17	100.0%
Α	INTIMIDATION / STALKING	3	1	200.0%	16	3	433.3%
Α	LARCENY - ALL OTHER	2	3	-33.3%	27	23	17.4%
Α	LARCENY - FROM AUTO (LFA)	1	5	-80.0%	24	15	60.0%
Α	LARCENY - RETAIL FRAUD	1	1	0.0%	9	7	28.6%
Α	MOTOR VEHICLE THEFT / FRAUD	1	2	-50.0%	5	3	66.7%
Α	SEX CRIME (VIOLENT)	0	0	-	3	3	0.0%
Α	STOLEN PROPERTY	0	0	-	0	1	-100.0%
Α	WEAPONS OFFENSE	1	1	0.0%	8	4	100.0%
Α	Total	20	30	-33.3%	206	239	-13.8%
В	ALL OTHER OFFENSES	1	1	0.0%	14	26	-46.2%
В	FAMILY OFFENSE	1	0	-	4	0	-
В	FRAUD	1	2	-50.0%	10	6	66.7%
В	HEALTH AND SAFETY	2	3	-33.3%	9	2	350.0%
В	LIQUOR LAW VIOLATION	4	1	300.0%	25	25	0.0%
В	MISSING PERSON / RUNAWAY	1	1	0.0%	2	1	100.0%
В	OBSTRUCTING JUSTICE	3	1	200.0%	13	28	-53.6%
В	OBSTRUCTING POLICE	0	0	-	9	6	50.0%
В	OUI OF LIQUOR / DRUGS	6	3	100.0%	65	55	18.2%
В	PUBLIC PEACE	0	2	-100.0%	16	8	100.0%
В	TRESPASSING / INVASION OF PRIVACY	0	0	-	3	29	-89.7%
В	Total	19	14	35.7%	170	186	-8.6%
С	ACCIDENT	31	30	3.3%	277	241	14.9%
С	ALL OTHER OFFENSES	794	785	1.1%	8,650	7,946	8.9%
С	ASSIST OTHER LAW ENFORCEMENT AGENCY / ARREST	0	0	-	0	1	-100.0%
С	CITATION	22	22	0.0%	286	237	20.7%
С	FAMILY OFFENSE	14	6	133.3%	58	47	23.4%
С	MISSING PERSON / RUNAWAY	2	0	-	11	3	266.7%
С	MOTOR VEHICLE THEFT / FRAUD	0	0	-	3	2	50.0%
С	SUSPICIOUS	41	56	-26.8%	509	501	1.6%
С	WARRANT	19	28	-32.1%	296	313	-5.4%
С	Total	923	927	-0.4%	10,09 0	9,291	8.6%
D	ALL OTHER OFFENSES	45	43	4.7%	449	413	8.7%
D	CITATION	0	0	-	2	3	-33.3%
D	Total	45	43	4.7%	451	416	8.4%
E	ALL OTHER OFFENSES	8	11	-27.3%	260	358	-27.4%
E	Total	8	11	-27.3%	260	358	-27.4%

MONTHLY PUBLIC SAFETY REPORT OCTOBER 2019

Item Number Council Meeting **Farmington City Council** Date: Nov. 18, 2019 4H **Staff Report** Submitted by: Melissa Andrade, Assistant to the City Manager Agenda Topic: Updates to the City of Farmington Special Event Policy **Proposed Motion**: Accept updates to the City of Farmington Special Event Policy City administration has been working with its insurance provider, Ibex Agency, Background: to update its Event Policy so that is it current on its insurance practices. With more events in Farmington, such as 5K charity runs and filming for advertisements, we realized the City should be prepared for any event. In the update process, we have also updated the overtime charges for events utilizing Public Safety and/or Public Services. These changes begin on page 13 of the City Park and Facility Usage Police (see attached).

Materials: Red lined updated event policy

CITY OF FARMINGTON OAKLAND COUNTY, MICHIGAN

PARK RESERVATION, FACILITY USE, AND SPECIAL EVENTS POLICY

Adopted March 7, 2016

TABLE OF CONTENTS

PREAM	IRLF			1	
	I.	RULES	APPLICABLE TO ALL PARKS	1	
		A.	HOURS OF OPERATION	1	
		B.	ACTIVITIES PERMITTED AFTER CLOSING	2	
		C.	ALCOHOL	2	
		D.	AMPLIFIED SOUNDS, LOUD OR EXCESSIVE NOISE	2	
		E.	ANIMALS	2	
		F.	APPLICANTS	2	
		G.	AVAILABILITY OF PAVILIONS/PICNIC FACILITIES	3	
		H.	BALL GAMES	3	
		I.	COMPLIANCE WITH LAW	3	
		J.	DECORATIONS	3	
		K.	DEFACING PROPERTY	3	
		L.	FIREWORKS AND FIREARMS	3	
		M.	HITTING GOLF BALLS	3	
		N.	HORSES	4	
		Ο.	INDECENT OR OBSCENE CONDUCT	4	
		P.	LITTER	4	
		Q.	MOTOR VEHICLES	4	
		R.	OBSTRUCTING WALKS AND DRIVES	4	
		S.	PARK RESERVATIONS	5	
		T.	TRASH	5	
		U.	WAIVER OF FEES AND DEPOSITS	5	
	II.	RULES APPLICABLE TO SHIAWASSEE PARK, DRAKE PARK, RILEY PARK AND WALTER E. SUNDQUIST PAVILION, GOVERNOR WARNER MANSION, AND CITY HALL			
		A.	SHIAWASSEE PARK		
		В.	DRAKE PARK		
		D. С.	RILEY PARK AND WALTER E. SUNDQUIST PAVILION		
		C. D.	GOVERNOR WARNER MANSION		
		D. E.			
		∟.	CITY HALL	O	

III.	PARK RESERVATION PROCEDURE					
	A.	APPLICABILITY				
	B.	RULES FOR RESERVING SHIAWASSEE PARK, AND WARNER MANSION	9			
IV.	SPECIAL EVENTS					
	A.	POLICY	13			
	В.	SPECIAL EVENT APPLICATION REQUIRED	13			
	C.	APPROVAL PROCESS AND APPEAL	14			
	D.	CITY SERVICES PROVIDED FOR SPECIAL EVENTS	16			
	E.	FEES FOR SPECIAL EVENTS	17			
	F.	BILLINGS FOR SPECIAL EVENTS	17			
	G.	"EXEMPT PARKING" FOR SPECIAL EVENTS	18			
	Н.	RENTAL CHANGE TO BE SET FOR PRIVATE, FOR-PROFIT EVENTS	18			
	I.	CIVIC ORGANIZATIONS AND MERCHANTS IN SPECIAL EVENTS	18			
	J.	SPECIAL EVENT SIGNS	18			
	K.	VIDEO OR FILM PRODUCTION	19			
	L.	LIABILITY INSURANCE REQUIREMENTS	19			
	M.	TRAFFIC CONTROL AND SAFETY REQUIREMENTS	20			
	N.	PARTICIPANT WAIVER OF LIABILITY	20			
	0.	VENDOR INSURANCE AND LICENSE REQUIREMENTS	20			
	Р.	TWO OR MORE APPLICATIONS FOR THE SAME DATE	21			
	Q.	RESERVATION OF ANNUAL EVENT DATES	21			
	R.	WRITTEN CONFIRMATION OF CITY APPROVAL	21			

CITY OF FARMINGTON

OAKLAND COUNTY, MICHIGAN

PARK RESERVATION, FACILITY USE, AND SPECIAL EVENTS POLICY

PREAMBLE

The City has five principal parks and several other community centers available for public use. Additional open space and recreational areas are provided through smaller, multipurpose play lots, pocket parks and natural areas scattered throughout the community. The purpose of this policy is to establish rules and regulations for the use and operation of these parks and community centers; encourage public and private events that support creating a Sense of Place; streamline the approval process for use of public parks and facilities; clarify responsibilities for event activities; protect the health, safety and welfare of the public; mitigate the impact of use on residents and businesses; and protect the financial interest of the City of Farmington.

POLICY

The City of Farmington strives to provide parks and facilities for a variety of uses within the City. To ensure the satisfaction and success of these parks and facilities, the City has developed this Park Reservation, Facility Use, and Special Events Policy to provide a detailed and prioritized statement of terms and rental rates for residents and non-residents who use and rent the facilities. The policy describes the terms, conditions, and user qualifications in connection with use of the following public parks and facilities owned by the City of Farmington:

Shiawassee Park
Drake Park
Riley Park and Walter E. Sundquist Pavilion
Governor Warner Mansion
Flanders Park
Memorial Park
Women's Park
City Hall Council Chambers and Conference Room

Applicants using or reserving City of Farmington parks and facilities agree to abide by the following rules:

I. RULES APPLICABLE TO ALL PARKS

Unless otherwise indicated, the following rules apply to all City parks:

A. <u>HOURS OF OPERATION</u>

Unless otherwise indicated, all public parks will be closed at 10:00 p.m. each day and will remain closed to the public until 6:00 a.m. on the next day. Except as provided in section I.B, no person shall remain in or enter any public park between 10:00 p.m. and 6:00 a.m.

Hours of operation for a public building shall be posted on the building and may also be on display at the park.

B. <u>ACTIVITIES PERMITTED AFTER CLOSING</u>

The following activities may continue in parks after the parks have been closed:

- (1) City-sponsored and City supervised activities.
- (2) Activities sponsored by any individual or group that has applied for and received a permit for that activity from the City.
- (3) Activities of any City employee, contractor, custodial or maintenance personnel in the course of his duties.
- (4) Activities of any public safety officer while in performance of his/her duties.
- (5) Other approved special use.

C. ALCOHOL

Alcohol is strictly prohibited in City parks except as allowed by Special Events permit. Section 21-27, Farmington Code of Ordinances.

D. <u>AMPLIFIED SOUNDS, LOUD OR EXCESSIVE NOISE</u>

There shall be no loud or excessive noise or disturbances. The use of amplified music or sound shall comply with all City ordinances, and may be further regulated by a Special Event permit.

E. ANIMALS

- (1) No person, except a public safety officer acting in his/her official capacity, may molest, injure, kill, or capture any wild bird, or disturb any wild bird's nest or its contents.
- (2) Animals brought into a park must be under the physical control of a responsible person and restrained with a leash not exceeding six (6) feet in length.
- (3) People bringing animals into a park must immediately remove all droppings deposited by the animal and dispose of them in a sanitary method. Sections 20-292, 20-296, 20-300, Farmington Code of Ordinances.

F. APPLICANTS FOR RENTAL OR SPECIAL EVENT

Applicants wishing to reserve a park or schedule a special event must be 18 years of age or older.

The City reserves the right to deny a rental or special event application based on the applicant's past rental history, such as damaging City property, non-payment, and not

following City rules and regulations. The City may also deny an application upon notice that an applicant has been convicted of malicious destruction of property or disorderly intoxication, or is listed on the state's sex offender registry.

G. <u>AVAILABILITY OF PAVILIONS/PICNIC FACILITIES</u>

All individual pavilions are provided on a first-come, first-served basis, unless reserved or permitted through the City of Farmington Clerk's office. Organizations or individuals not holding a reservation or permit, or not participating in a City-sponsored program, must relinquish use to program participants or permit holders.

H. BALL GAMES

Baseball, football, and softball throwing, and rough exercise or play, are strictly prohibited in any public park or other public place, except in areas designated by the City Manager. Section 21-28, Farmington Code of Ordinances.

I. COMPLIANCE WITH LAW

Anyone using City parks and facilities shall comply with all City ordinances and Federal and State laws.

J. DECORATIONS

No nails, tacks, staples, adhesive materials, or other material that may damage any City structure or property may be used by any person. A rental or special event applicant shall remove and properly dispose of all decorations at the conclusion of their event. The applicant will be held responsible for any damage caused by the applicant or his or her guests to any structure or property.

K. DEFACING PROPERTY

No person shall write upon, mark or deface in any manner, or use in an improper way, any park property or equipment found within a park. Section 20-68, Farmington Code of Ordinances.

L. FIREWORKS AND FIREARMS

- (1) No person shall discharge any consumer fireworks in a park except in strict compliance with a permit issued by the City.
- (2) No person shall discharge in any City park or playground any firearm, air rifle, air pistol, bow and arrow, slingshot, or other instrument from which a dangerous projectile, including a metal, plastic, or rubber pellet (such as a BB), stone, or other hard object may be propelled. Section 20-228 Farmington Code of Ordinances.

M. HITTING GOLF BALLS

No person shall play golf or drive golf balls in a public park or playground. Section 21-30, Farmington Code of Ordinances.

N. HORSES

No person shall ride or lead a horse into a public park or playground, other than for approved special event uses. Section 21-31, Farmington Code of Ordinances.

O. INDECENT OR OBSCENE CONDUCT

No person shall engage in any indecent or obscene conduct in any City park or playground. Section 20-136, Farmington Code of Ordinances.

P. LITTER

No person may deposit litter in any City park or playground except in designated receptacles and in such a manner that the litter will be prevented from being carried or deposited by the elements upon any part of the park or upon any other public place or private premises. Where receptacles are not provided, all litter must be removed from the park or playground by the person responsible for its presence and properly disposed of elsewhere in a lawful manner. Scheduled users of any City park or facility are required to remove all debris and refuse upon completion of the purpose for which the reservation applies. Section 19-63, Farmington City Ordinances.

Q. MOTOR VEHICLES

- (1) No person shall operate any motor vehicle or 2-, 3-, or 4-wheeled motorized scooter, with the exception of a wheelchair or other medical mobility device, in, upon or through any City park or playground, except in areas provided for the parking of motor vehicles, unless authorized by the City Manager or his/her designee.
- (2) Parking a motor vehicle in any of the following places in a public park is strictly prohibited:
 - (a) On a sidewalk;
 - (b) In front of any driveway;
 - (c) Within an intersection;
 - (d) Within fifteen (15) feet of a fire hydrant or instructional building;
 - (e) On a crosswalk;
 - (f) At any place where official signs prohibit parking;
 - (g) At any place where parking is permitted for specific purposes unless the occupants of the vehicle are complying with the requirements of permitted use;
 - (h) On more than one (1) designated space;
 - (i) On any grass or landscaped area;
 - (j) On a playground or playing field.

Section 31-60, Farmington Code of Ordinances.

R. OBSTRUCTING WALKS, DRIVES, AND RIVERS

No person may obstruct any walk, drive, or river in any City park or playground, other than for an approved special event use. Section 21-26, Farmington Code of Ordinances.

S. PARK RESERVATIONS

Applications for park reservations are available in the City Clerk's office or on the City website. The City will not mail applications or accept phone reservations unless otherwise indicated. All fees and deposits must be paid in full before any reservation date will be accepted. A reservation is not complete until the application and fee are received and the application approved.

T. WAIVER OF FEES AND DEPOSITS

The City in its sole discretion may waive any deposit or fee required for rental of City parks and facilities, or for holding any special event, for Farmington Community Library, Farmington Public Schools, and other City organizations.

II. RULES APPLICABLE TO SHIAWASSEE PARK, DRAKE PARK, RILEY PARK AND WALTER E. SUNDQUIST PAVILION, GOVERNOR WARNER MANSION, AND CITY HALL

In addition to the general rules stated above, the following rules apply to Shiawassee Park, Drake Park, Riley Park and Sundquist Pavilion, Governor Warner Mansion, and City Hall.

A. SHIAWASSEE PARK

Shiawassee Park is an 18-acre multiple use park located along the river that offers outdoor amenities for the entire community. The park features a three-quarter mile walking course, two (2) tennis courts, four (4) baseball fields with one (1) lighted field, a children's playscape and gazebo, a picnic area with large pavilion, restrooms, and a picturesque river. Restrooms are closed November-April.

- (1) <u>Tennis Courts</u>: Tennis courts operate on a first-come, first-served basis. No permit or reservation is required. Users must relinquish the court after one hour of play when others are waiting.
- (2) <u>Baseball Fields</u>: Baseball fields are heavily programmed for adult and Little League softball and baseball activities during the season. Fields are scheduled as follows:
 - (a) Adult softball games are scheduled through the City of Farmington Hills Special Services Department.
 - (b) Little League baseball and softball is scheduled through Farmington Hills Special Services Department and the South Farmington Baseball, Inc.

- (c) Unreserved fields are open to the public except when undergoing maintenance work.
- (d) Organizations or individuals not holding a field reservation must relinquish the ball field to reservation holders.
- (4) <u>Park Reservation and Special Events</u>: The Shiawassee Park Pavilion and Playscape Gazebo are available for daily rental for small groups and larger special events. See the Reservation and Special Events Policies, below, for information.
- (5) <u>River</u>: Disposing of cans, bottles, garbage, or waste material of any kind into the river is prohibited. Wading or swimming in the river is prohibited. Wildlife shall not be disturbed.

B. <u>DRAKE PARK</u>

Drake Park is a 10-acre multiple use park featuring four (4) baseball fields with one (1) lighted field, two (2) tennis courts, two (2) basketball hoops, a playground, a picnic area, and restrooms. Restrooms are closed November-April.

- (1) <u>Tennis and Basketball Courts</u>: Tennis and basketball courts operate on a first come, first serve basis. No permit or reservation is required. Users must relinquish the court after one hour of play when others are waiting.
- (2) <u>Baseball Fields</u>: Baseball fields are heavily programmed for adult and Little League softball and baseball activities during the season. Fields are scheduled as follows:
 - (a) Adult softball games are scheduled through the City of Farmington Hills Special Services Department.
 - (b) Little League baseball and softball is scheduled through the Farmington Hills Special Services Department and the South Farmington Baseball, Inc..
 - (c) Unreserved fields are open to the public except when undergoing maintenance.
 - (d) Organizations or individuals not holding a field reservation must relinquish to reservation holders.
- (3) <u>Park Reservation and Special Events</u>: Drake Park is not available for daily rental. Individuals interested in reserving a park for group activities are encouraged to contact the City Clerk's office to discuss a suitable park for their activity.

C. RILEY PARK AND WALTER E. SUNDQUIST PAVILION

Riley Park and the Walter E. Sundquist Pavilion ("Sundquist Pavilion") are located in the heart of downtown Farmington. The three-quarter acre park features a large pavilion, park benches, and ample green space for visitors to relax and socialize with friends while enjoying downtown shops and community events. The park and pavilion form the central hub of the downtown business district and are host to the popular Rhythmz in Riley Park concert series, Farmington Farmers & Artisan Market, Art on the Grand, Farmington Area Founders Festival, Harvest Moon Celebration, and the Riley Park Ice Rink.

(1) <u>Vendors</u>: Sales will be evaluated and permitted under the Solicitors License provisions in Chapter 22 of the City Code.

(2) Riley Park Ice Rink:

- (a) The Riley Park Ice Rink is open daily, weather permitting.
- (b) Hours of Operation: Sunday-Thursday 8:00 a.m.-10:00 p.m. Friday-Saturday 8:00 a.m.- 11:00 p.m.
- (c) Skating Fees:
 Skating is free. Donations to off-set operational costs are welcome.
- (d) Skating is not allowed during maintenance and resurfacing. Skaters must leave the ice when ordered to do so.
- (e) Ice Rink Rules:
 - Please be courteous and share the ice.
 - Please respect the "CLOSED FOR MAINTENANCE" signs when posted and any orders to leave the ice for maintenance or resurfacing.
 - Use at your own risk. The City of Farmington does not assume responsibility for any injury or any loss, theft or damage to personal items.
 - Safety gear is recommended on the rink at all times.
 - No objects, food, drinks, alcohol or pets are allowed on the rink.
 - No skate attendant is on duty.
 - Hockey sticks, pucks, games and rowdy activity are not allowed, except that the City Manager may approve organized special events (e.g., a youth hockey game/tournament) in accordance with the Special Events Policy set forth below.
 - Skate counter clockwise around the rink.
 - Stay on rubber pads when walking with skates.
 - Ice skates must be worn on rink. Guests without ice skates are not permitted on the ice rink.
 - No trespassing when rink is closed.
 - Restrooms are not available during winter months.
 - For emergencies call 911.
- (3) Park Reservation and Special Events: All scheduled events at Riley Park and Sundquist Pavilion, regardless of size, are special events and must comply with the Special Events Policy. Riley Park and Sundquist Pavilion are not intended for private use. No reservations will be accepted for events that are not open to the general public. See the Special Events Policy, below, for information about reserving this location.

D. GOVERNOR WARNER MANSION

The Governor Warner Mansion is the former home of Michigan's 26th Governor, Fred Warner (1905-1911). The Mansion is a magnificent Victorian Italianate home filled with period furnishings, historic artifacts, and Warner family memorabilia. Sitting on almost three acres, the Mansion is surrounded by beautiful gardens, many of which were planted by Edessa

Warner Slocum, the daughter of Governor Warner. The Mansion is now an informal historical museum, offering regular tours and community events that celebrate a bygone era.

- (1) <u>Hours of Operation</u>: The Mansion is open Wednesdays and the first Sunday of every month from April-December between the hours of 1:00 p.m. 5:00 p.m.
- (2) <u>Calendar of Events and Holiday Hours</u>: A calendar with information on events and special holiday hours is posted on the grounds and on the City's website at www.farmgov.com.
- (3) General Admission/Group tours:

 Adults \$3.00

 Youth (7-12) \$1.00

 Children 6 and under free with an adult
- (4) <u>Park Reservation and Special Events</u>: The Governor Warner Mansion grounds are available for daily rental for small and large group events. See the Reservation and Special Events Policies for information.

E. CITY HALL

City Hall is the venue for a variety of public meetings held at regularly scheduled intervals by elected, appointed, and volunteer boards and commissions. Regularly scheduled meetings include those held by the City Council, Planning Commission, Zoning Board of Appeals, Downtown Development Authority, Grand River Corridor Improvement Authority, Historic Commission, the Library Board, Neighborhood Watch Committees and more. Up-to-date meeting information and a monthly calendar of events are maintained on the City website. The public is welcome to attend public meetings.

- (1) Hours of Operation: Hours of operation are Monday-Friday 8:30 a.m. 4:30 p.m.
- (2) <u>Meetings & Agendas</u>: Meetings are held in City Council Chambers and Conference Room A in City Hall. All public meetings are held in accordance with the Michigan Open Meetings Act.
- (3) Special Events and Facility Rentals: The City Hall Council Chambers and Conference Room A are available for use for official city business and city-sponsored events. The Council Chambers is also available for civil wedding ceremonies. For all other events, City Hall Council Chambers and Conference Room are not available for use by the public for other purposes or events.

III. RESERVATION PROCEDURES

A. APPLICABILITY

(1) Park reservations will be accepted for the Pavilion and Playscape Gazebo in Shiawassee Park and for the Governor Warner Mansion grounds. Groups smaller than one hundred (100) people or fewer may reserve the Pavilion, Gazebo or Mansion grounds by submitting a Park Reservation Application and required fee to the City

Clerk's office during normal business hours. The Application will be reviewed by the City Clerk's office for compliance with this Policy. Groups of larger than one hundred (100) people are required to submit a Special Events Application and comply with the Special Events Policy. See the Special Events Policy for information.

- (2) All reservations for Riley Park and Sundquist Pavilion, regardless of size, must comply with the Special Events Policy.
- (3) The City does not accept reservations for Drake Park, Flanders Park, Memorial Park, or Women's Park. These parks and their amenities are available for use on a first-come, first-served basis.
- (4) The City does not accept reservations for City Hall Council Chambers and Conference Room except for City official business, City-sponsored events, and civil wedding ceremonies.

B. RULES FOR RESERVING SHIAWASSEE PARK AND WARNER MANSION

In addition to the general rules stated in this Policy, the following rules apply to reservations at Shiawassee Park, Governor Warner Mansion, and City Hall.

(1) Shiawassee Park

(a) Reservation Procedures:

- (i) Reservations for the Pavilion and Playscape Gazebo may be made beginning January 1 for each calendar year.
- (ii) Applications for reservation of Shiawassee Park can be obtained from the City Clerk or City Manager's office and can be found on the City's website at: www.farmgov.com.
- (iii) Weekend reservations for Shiawassee Park are limited to residents of Farmington or Farmington Hills, businesses located in Farmington or Farmington Hills, civic and any affiliate community groups located in Farmington or Farmington Hills, the Farmington School District, and any affiliate organizations located in Farmington or Farmington Hills, or any church located in Farmington or Farmington Hills.
- (iv) Events may be rescheduled within the same calendar year based on availability of day and time. The original permit must be returned before a replacement is issued.
- (v) Amplified music is permitted but may not exceed noise ordinance standards.
- (vi) The park is open to the public at all times. Reservation of Shiawassee Pavilion or the Playscape Gazebo does not guarantee exclusive use of the park.

(b) Approval Process:

An application for an event expected to involve less than one hundred (100) people may be administratively approved by the City Clerk's Office provided

the event does not require any of the following: (i) portable restrooms, (ii) electricity exceeding 110v/15 amp, (iii) more than four (4) grills or outside vendors stationed at the park, and (iv) music or amplified noise likely to exceed noise ordinance standards. If an event does not meet these criteria, a Special Events Application must be submitted. Special Events that are expected to involve more than one hundred (100) people but less than one hundred fifty (150) people shall be approved by the City Manager. Special Events involving more than one hundred fifty (150) people must be approved by City Council.

(c) Fees:

Pavilion (maximum capacity: 100):

Farmington/Farmington Hills residents - \$20 per hour/\$100 max. per day; Non-residents - \$50 per hour/\$250 max. per day.

Playscape Gazebo (maximum capacity: 20):

Farmington/Farmington Hills residents - \$20 per hour/max. of two hours; Non-residents - \$50 per hour/max. of two hours.

All fees are non-refundable once the event is approved.

(2) Governor Warner Mansion

(a) Reservation Procedures:

- (i) The City Clerk will accept reservations for weddings, commercial photography, promotional or appreciation events, fundraising events for the Governor Warner Mansion or Historical Commission, group tours, and self-catered porch parties.
- (ii) Applications for Warner Mansion can be found on the City's website at: www.farmgov.com
- (iii) Groups of more than one hundred (100) people or more must submit a Special Events Application and comply with the Special Events Policy. Special Events that are expected to involve more than one hundred (100) people but less than one hundred fifty (150) people shall be approved by the City Manager. Special Events involving more than one hundred fifty (150) people must be approved by City Council.
- (iv) Rentals of Governor Warner Mansion include use of electricity and cold water.
- (v) A handicap accessible restroom is available for use on the west side of the Mansion. Restrooms are closed November-April.

(b) Weddings:

- (i) Only one wedding event per day will be allowed on the Mansion grounds.
- (ii) The applicant is responsible for set up of chairs and other amenities.

- (iii) Seating on the inner perimeter of the Gazebo will accommodate 25-30 people. Extra chairs may be provided by the applicant. While the lawn will accommodate many guests, parking in the immediate area is limited and may restrict the size of the event.
- (iv) Gazebo Capacity 25-30 persons. Mansion Porch Capacity 30 persons. The applicant agrees to comply with the maximum capacities.
- (v) Parking is available in the adjoining church parking lot. Shuttle service from more remote parking locations may be provided by the applicant.
- (vi) Vehicles may not block any driveway or be driven on the lawn or landscaped areas for loading, unloading or parking.
- (vii) Confetti and rice are not permitted on the grounds.
- (viii) Caterers must use self-contained equipment and may not use the house kitchen.
- (ix) Amplified music is not permitted (i.e., DJs, PA systems, large speakers, boom boxes, etc.). Small ensembles or electronic keyboards may be utilized but may not exceed noise ordinance standards.
- (x) Alcohol is not permitted on the grounds.
- (xi) Guests may use the Mansion porch in case of inclement weather. The Mansion itself will not be opened. No other shelter is provided.
- (xii) Tents with stakes are not permitted.
- (xiii) A handicap accessible restroom is available on the west side of the main building. Restrooms are closed November-April.

(c) Commercial Photography:

- (i) All commercial photography at Warner Mansion requires a reservation.
- (ii) Reservations for prom photography will be taken in the following order of preference: 1) Farmington Public Schools; 2) Farmington and Farmington Hills residents who attend non-public schools; and 3) students from other schools.

(d) Fees:

General Admission/

Group Tours: Adults - \$3.00

Youth, 7-12 Years - \$1.00

Children, 6 and under free with an adult

Group Rental/

<u>Weddings:</u> <u>Gazebo Rental</u> - 2 ½ Hour Minimum Rental

Farmington/Farmington Hills residents - \$250.00

Non-residents - \$300.00 \$50.00 Deposit Required

Each additional hour (or portion thereof):

Residents - \$100.00 Non-residents - \$125.00 Wedding/Solemnized by Mayor - \$50.00

Commercial Photography: \$50.00/hr or \$1,000 annual permit fee

Miscellaneous Fees: Tent (3-days) - \$ 500.00

Family groups (donations) - \$35.00 Non-wedding groups - \$100.00/hr

Porch (2-hour time limit) - \$75.00, plus \$25.00 for

each additional hour.

Extended uses such as tent setup, etc. must be

negotiated with the City for pricing.

All Warner Mansion rental fees are non-refundable once the event is approved.

(3) City Hall – Wedding Ceremonies

- (a) Inquiries for reservation of City Hall Council Chambers for civil wedding ceremonies should be directed to the City Clerk's office during normal business hours.
- (ii) The procedures and requirements set forth in the City's Wedding handbook shall be followed.
- (iii) The space for ceremonies is small. Applicants should plan accordingly to avoid disruption of City business and other activities.
- (iv) There is a \$50.00 non-refundable fee for ceremonies, once scheduled.
- (iv) The Mayor reserves the right to cancel and re-schedule a ceremony if the participants or guests are more than fifteen (15) minutes late from the scheduled ceremony time. A \$25 late fee may be charged in the event of a cancellation or rescheduling.

IV. SPECIAL EVENTS

The City hosts a full calendar of special events that attract visitors and residents of all ages and showcases the City, its merchants and downtown business district. Farmington is an active City with many walks, runs, races, parades, concerts and holiday events that encourage good health, promote community involvement, and support worthy causes.

A. POLICY

This policy covers all special events, including the commercial filming of locations and events in the City. Any organization wishing to sponsor or hold a special event in the City will be required to complete the City of Farmington Special Event Application.

The City may hold its own special events. It may contract with one or more organizations to perform special event services or it may jointly sponsor a special event with one or more organizations. In such cases, the City administration and the participating organizations shall submit a Special Event Application to City Council, which shall include a presentation of the nature of the City's participation (if any).

The City will provide a complete review of any Special Event Application, including consultation with the applicant, as may be reasonably necessary.

B. SPECIAL EVENT APPLICATION REQUIRED

Special Event Applications are available from the City Manager's office, the City Clerk's office, or online at www.farmgov.com.

Completed applications must be submitted to the City Manager's office at least thirty (30) days before the start of the event. The City Manager may waive the thirty (30) day requirement if the application does not require Council approval.

Except as otherwise provided in this Policy, the events listed below require a Special Event Application:

- (1) Events of twenty-five (25) or more people on City property or public streets.
- (2) Events of twenty-five (25) or more people which are likely to interfere with pedestrian or vehicular traffic along a public right-of-way or interfere with the use of private property generally open to the public.
- (3) Any event at Riley Park or Sundquist Pavilion, regardless of the number of people involved.
- (4) Multi-day events that require reservation of, or interfere with the use of, a City park, public facility, or public street.
- (5) Activities on public property involving tents, canopies or temporary membrane structures.

- (6) Activities involving bounce houses or inflatables erected on public property.
- (7) Activities involving alcohol.
- (8) Amplified music on public grounds.
- (9) Activities that involve fireworks.
- (10) Any event where animals are on display or included as part of the activities.
- (11) Any event described in this Policy as requiring a Special Event Application.

The application will be reviewed and acted upon in accordance with the requirements and standards for approval set forth in Chapter 4, Article VI of the City Code.

C. APPROVAL PROCESS AND APPEAL

- (1) City Manager Review and Approval: The following Special Event Applications that do not require City Council approval under Section (2) below may be approved by the City Manager without City Council review:
 - (a) Public Property: Except as to reservations that the City Clerk is authorized to accept and approve under this Policy, an application for a special event on public property that meets the requirements of the Special Event Policy may be administratively approved by the City Manager if all of the following conditions are met:
 - (i) The applicant is a local civic organization, school, library, local business, or resident of Farmington or Farmington Hills and the event is open to the public.
 - (ii) The event involves less than one hundred fifty (150) attendees.
 - (iii) The event will be located in or disrupt a limited park area and will require a limited parking lot closure as determined by City Administration.
 - (iv) Outside security is not needed as determined by the Farmington Public Safety Department.
 - (v) A limited number of outside vendors will be used as determined by City Administration.
 - (vi) Electricity requirements do not exceed 110v/15 amp.
 - (vii) Music and amplified noise will not exceed noise ordinance standards as determined by City Administration.
 - (b) Private Property: An application for a special event on private property that meets the requirements of the Special Event Policy may be administratively approved by the City Manager if all of the following conditions are met:
 - (i) The event takes place in a commercial or industrial zoned district and is located not less than 250 feet from any residential district.
 - (ii) The event involves less than one hundred fifty (150) attendees.

- (iii) Outside security is not required as determined by the Farmington Public Safety Department.
- (iv) Music and amplified noise will not exceed noise ordinance standards as determined by the City.
- (v) Alcohol will not be served at the event.
- (c) Block Parties: Block Parties that meet the requirements of the Special Event Policy and are held entirely within the boundaries of the City of Farmington may be approved by the City Manager.
- (d) Shiawassee Park: Applications for events at Shiawassee Park involving less than one hundred fifty (150) people but more than 100 people may be approved by the City Manager, provided the event does not require portable restrooms, electricity exceeding 110v/15 amp, more than four (4) outside vendors stationed at the park, or music or amplified noise that exceeds noise ordinance standards. Special events not meeting these criteria require City Council approval. Outside security is not required as determined by the Farmington Public Safety Department.
- (e) Riley Park and Sundquist Pavilion: Any event in Riley Park or Sundquist Pavilion that does not require City Council approval may be administratively approved. Events held at Riley Park are subject to the following rules in addition to others identified in this Policy:
 - (i) Reservations will not be accepted for those requesting to hold events that will not be open to the public.
 - (ii) Events sponsored, hosted, or otherwise developed by the Downtown Development Authority ("DDA") and/or any of its Main Street Committees shall be afforded priority scheduling of Riley Park and Sundquist Pavilion. No event shall be scheduled to occur on the same date, time, and general location of any DDA-related activity or event.
 - (iii) No alcohol is permitted unless special permission is obtained from the City.
 - (iv) Tents with stakes are not permitted.
 - (v) Volleyball and horseshoes are not permitted.
 - (vi) No large games such as a moonwalk or dunking machine are permitted.
- (f) The City Manager may, in his or her sole discretion, forward any Special Event Application to City Council for review and action.
- (g) Appeal: Any person aggrieved by a decision of the City Manager may file a written notice of appeal with the City Clerk's office within 10 days after receipt of the decision. Any decision not timely appealed will be final. Upon receipt of a timely appeal, the matter will be scheduled for consideration at the next City Council meeting. The applicant will be given an opportunity to attend the meeting where the application will be discussed and will be notified in writing of Council's decision within 10 days following Council's consideration of the matter.

- (2) City Council Review and Approval: The following Special Event Applications require City Council approval:
 - (a) Public Property: An application for a special event on public property requires City Council approval if one or more of the following conditions exist:
 - (i) Attendance at the event is expected to exceed one hundred fifty (150) people.
 - (ii) Programmed activities will span multiple days.
 - (iii) Alcohol will be served.
 - (iv) Portable restrooms are necessary.
 - (v) Electrical needs exceed 110v/15 amp.
 - (vi) Music and amplified sound is expected to exceed noise ordinance standards.
 - (vii) Food service at the event will involve more than four (4) food vendors as part of the activities.
 - (viii) The event will require significant park or parking lot closures, or any road closures.
 - (ix) Animals will be displayed or included in any activity during the event.
 - (x) The event will require additional security as determined by the Farmington Public Safety Department.
 - (xi) The application is forwarded by City Administration for review and action by City Council.
 - (xii) The event includes the following activities: Carnivals, Fairs, Festivals or other Amusement activities; Fireworks or Pyrotechnic Displays; Organized Demonstrations; Open Flames, or other similar type events.
 - (b) Private Property: An application for a special event on private property requires City Council approval if one or more of the following conditions are met:
 - (i) Off-street parking is required.
 - (ii) Activities span multiple days.
 - (iii) The event will require security as determined by the Farmington Department of Public Safety.
 - (c) Riley Park and Sundquist Pavilion: City Council approval is required for any application for an event at Riley Park or Sundquist Pavilion where attendance is expected to exceed 50 people, where bands, music or other amplified noise will be used, or where Council approval is required for other purposes.

D. CITY SERVICES PROVIDED FOR SPECIAL EVENTS

The City will provide support to special events on the following basis:

- 1. City-Operated Events: The City may operate certain special events directly. The full cost of these events will be funded by the City.
- 2. Co-Sponsored Events: The City may co-sponsor certain events with other organizations when City Council determines that the event is of general interest to the public and is in the best interest of the City.
- 3. Other Nonprofit Events: The City may, but is not required to, assist special events operated by nonprofit organizations. These events must meet all requirements of the Special Events Policy and must reimburse the City for any City costs in excess of the approved support level, if any, under the fee schedule below.
- 4. For Profit Events: The City may allow special events operated by for- profit sponsors that are in the best interests of the City. These events must meet all requirements of the Special Events Policy and must reimburse the City for any City costs in excess of the approved support level, if any, under the fee schedule below.

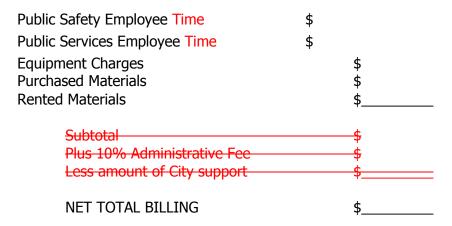
E. FEES FOR SPECIAL EVENTS

Fees shall be charged for City services provided to special events, including but not limited to security and cleanup, as follows:

- 1. Straight time shall be the hourly cost for any employee working on a special event during the "normal work day," including the actual cost for fringe benefits.
- 1. Time charged shall be the hourly cost for any employee working on a special event during a time period which would be considered overtime for City payroll records, including the actual cost for fringe benefits.
- 2. Purchased or rented materials shall include all direct costs for all materials purchased or rented by the City of Farmington for use at the event.
- 3. Equipment charges shall be the current equipment rental rates charged by the City of Farmington.
- 4. An administrative fee of ten percent (10%) shall be added to the total billing. This administrative fee shall cover the City's expenses related to supervision, use of supplies (i.e. cleaning supplies, paper products, trash bags), and costs associated with payment of bills pertaining to the event.

F. BILLINGS FOR SPECIAL EVENTS

Special event billings by the City shall be itemized as follows:



A cash deposit or other security acceptable to the City may be required in an amount equal to the amount estimated by the City to be billed for City fees as described above. The estimated City fees shall be listed as a part of the City Council resolution authorizing the special event. Arrangements for the deposit or other acceptable security are to be made by event organizers not less than twenty-one (21) working days before the start of the event.

G. CIVIC ORGANIZATIONS AND MERCHANTS IN SPECIAL EVENTS

It is the desire of City Council and the residents of Farmington that local, non-profit organizations and local merchants in the vicinity of the special event being held be given the opportunity to participate in the special event to the greatest extent practical, depending upon the nature and purpose of the event. An applicant must demonstrate that reasonable efforts have been made with regard to such inclusion and participation. Such efforts may include (but are not limited to) direct contact or correspondence. For events within Riley Park, specific efforts must be made to include those located within the Central Business District. The City Manager's office shall be responsible for determining whether this requirement has been met.

H. SPECIAL EVENT SIGNS

The Special Event Application shall include a description of any proposed advertising signs that are to be used for the event. The use of signs shall conform to the description contained in the application, or as modified in the approval process. Except as expressly approved otherwise, event signs shall be subject to the following restrictions:

- (1) No more than five (5) signs will be permitted for each event, subject to the requirements of the City's sign ordinance and other applicable provisions of the City Code;
- (2) No such sign shall be erected on any property without the express permission of the owner.
- (3) Signs may not be erected on any property without the express permission of the owner; and

(4) All special events signs shall comply with Chapter 25 of the City of Farmington Code of Ordinances. and all other applicable governmental regulations, including all regulations pertaining to signage in the public right-of-way.

Additional signs may be erected as needed at the site of the event during the event's occurrence with the City Manager's approval.

I. VIDEO OR FILM PRODUCTION

Video or film production in a park must, in addition to compliance with all applicable requirements in this Policy, also comply with City ordinances and permit requirements in the City Code.

J. LIABILITY INSURANCE REQUIREMENTS

In order to comply with the City's insurance liability carrier, the City shall require that all sponsors of events or commercial video or film crews carry liability insurance with coverage according to the Hazard Level of the event, described below. An event sponsor shall be required to provide a valid certificate of insurance as well as an endorsement referencing a permit issued by the City naming the City of Farmington as an additional insured prior to the event. It is understood and agreed by naming the City of Farmington as additional insured, coverage afforded is considered to be primary and any other insurance the City of Farmington may have in effect shall be considered secondary and/or excess. City Council may require higher levels of Insurance based on risk factors and past experience.

All special events shall be reviewed by the City Manager.

It shall be the policy of the City of Farmington not to routinely require insurance coverage for events classified as Class I - Low Hazard, and the City Manager may waive insurance requirements for Class II- Moderate Hazard events depending on evaluation of risk.

The City Manager may place additional requirements on any event. These requirements may include changes to the insurance requirements, specific staffing levels for Police, Fire, Paramedic, Public Services or other personnel. Expenses for these requirements will be billed to the sponsoring organization under the terms of the policy.

The City Manager will review each Special Event Application received and assess the potential liability risk of the City based on the following risk categories:

<u>Class I - Low Hazard</u> involves little physical activity by participants and no hazardous exposure to spectators. Examples of events in this category include, but are not limited to, meetings, seminars, social gatherings, theatrical performances, auctions, and car shows (vehicles parked).

No insurance required

<u>Class II - Medium Hazard</u> involves moderate physical activity by participants and no significant hazardous exposure to spectators. Events in this category include, but are

not limited to, amateur team sports, dances, animal shows, car cruises, political rallies, flea markets, picnics and parades with no floats.

- General Liability Insurance \$1,000,000 per occurrence and aggregate
- Auto Liability \$1,000,000 per occurrence and aggregate (if applicable)
- Workers Compensation Insurance (if applicable)

<u>Class III - High Hazard</u> involves major participation by participants and/or moderate risk to spectators. Events in this category include, but are not limited to, parades with floats, marathons or races, festivals, and team sporting events.

- General Liability Insurance \$2,000,000 per occurrence and aggregate
- Auto Liability \$1,000,000 per occurrence and aggregate (if applicable)
- Workers Compensation Insurance (if applicable)

<u>Class IV - Special Hazard</u> involves danger or significant risk to spectators and/or participants. Examples of events in this category include, but are not limited to, concerts, alcoholic beverage sales, <u>circus/carnivals</u>, fireworks displays, professional or collegiate sporting events, <u>and events with attendance over 1,000</u>.

- General Liability Insurance \$3,000,000 per occurrence and aggregate (may be higher for certain events)
- Auto Liability \$1,000,000 per occurrence and aggregate (if applicable)
- Workers Compensation Insurance (if applicable)
- Liquor Liability Insurance (if applicable)

As a result of the review of the event by the City Manager, some events may require that additional City staff or representatives of the City be on site during the event.

In addition, the City Manager, Superintendent of Public Works and City Public Safety officials have the authority to cancel or stop any event or place additional restrictions on the event, if it is deemed that the public health, safety or welfare would be better served with additional restrictions.

K. TRAFFIC CONTROL AND SAFETY REQUIREMENTS

The special event sponsor shall be responsible for complying with all traffic control and safety procedures required by the City during the event. The requirements will be indicated in the notice of approval, and the City may request additional requirements during the event, as necessary for the safety of the public.

All special events which allow participants soliciting funds in street intersections shall comply with Farmington Code of Ordinances Section 22-3 and Public Safety instructions.

L. PARTICIPANT WAIVER OF LIABILITY

The special event sponsor shall be responsible for obtaining all signed indemnification agreements as required by the City. Samples of the basic agreements are attached to this policy. Specific requirements may be indicated in the City's written confirmation of approval.

M. <u>VENDOR INSURANCE AND LICENSE REQUIREMENTS</u>

All vendors must complete the concession waiver of liability prior to opening of the vending operations.

An event that is serving food must have all food vendors approved by the Oakland County Health Department. All food vendors must supply a valid certificate of insurance and endorsement naming the City of Farmington as an additional insured prior to opening of the food stand. It is understood and agreed by naming the City of Farmington as additional insured, coverage afforded is considered to be primary and any other insurance the City of Farmington may have in effect shall be considered secondary and/or excess. All food vendors must post a valid temporary food license if required by the Oakland County Health Department. Food vendors are responsible for any and all fees related to obtaining a food license.

N. TWO OR MORE APPLICATIONS FOR THE SAME DATE

Residents of the Cities of Farmington and Farmington Hills will be given preference over non-residents with regard to the rental of public parks and facilities. With the exception of Riley Park and Sundquist Pavilion, which give preference to DDA and Main Street Committee sponsored events, in the event that two or more special event applications are received for the same date and time, the applications will be considered (until approved) in the following order: (a) City of Farmington and City of Farmington Hills Programs, (b) Other governmental agency and departmental programs and 501(c)(3), nonprofit events, (c) Private resident and third party functions, (d) Nonresident events.

O. RESERVATION OF ANNUAL EVENT DATES

If an event is intended to be an annual event at regularly scheduled dates, the current year's application may include the following year's requested dates. Approval of the current year's application will include reservation of the next year's proposed dates. However, it will not constitute approval of next year's event, which must have its own timely application submitted for City approval. In general, the City will not approve special event dates more than eighteen (18) months in advance.

P. RESERVATION OF MULTIPLE DATES WITHIN CALENDAR YEAR

The City intends and expects that its parks will be available for all those who desire to use them. The City therefore does not encourage the reservation of its parks on multiple dates by the same user. The City reserves the right to refuse reservations for multiple dates within the same year or to limit the number of such dates. The City may consider any appropriate factors in determining whether to grant reservations for multiple dates, including, but not limited to: time of day, day of the week, expected conflicts or likelihood of other use, effect on area residents or businesses, and effect on City resources.

Q. WRITTEN CONFIRMATION OF CITY APPROVAL

Upon approval of the Special Event Application, a written confirmation as to the action of City Council or City Manager will be forwarded to the individual or organization requesting the event by the City Clerk's office. This confirmation will outline any special conditions that must be met if the event is to be held. The Special Event Application must be completed for all special events that take place on public lands or lands that are controlled by the City of Farmington.

Appendix A: Farmington Charter Code of Ordinances

Sec. 4-198. - Mobile food vending special events.

- (a) The provisions of this section 4-198 apply to *mobile* food stands, *mobile* food trailers, and *mobile* food vehicles. This section does not apply to vehicles that dispense food and move from place to place and are only stationary for a brief period of time not to exceed ten (10) minutes, such as ice cream trucks.
- (b) A special event permit shall be required to operate a *mobile* food vehicle, *mobile* food trailer, or *mobile* food stand. The application for a permit shall include the information required in <u>section 4-193</u>. In addition, the applicant shall provide (1) proof of insurance in the amount of one million dollars (\$1,000,000.00) naming the city as an additional insured; and (2) an additional application fee in an amount to be set by resolution of the city council from time to time. If *mobile* food vending is proposed as part of an activity that also requires a special event permit, no additional or separate *mobile* food vending permit shall be required.

To see the complete Sec. 4-198:

https://library.municode.com/mi/farmington/codes/code_of_ordinances?nodeId=PTIICOOR_CH4A MEN ARTVISPEV S4-198MOFOVESPEV

Farmington City Co Staff Report	ouncil	Council Meeting Date: November 18, 2019	Reference Number 7A
Submitted by: Amy No	orgard, Controller		
Description Consider Grant Application	eration to Approve 2020	Program Year Community Dev	relopment Block
Requested Action Development Block Gra	• •	ition adopting 2020 Program Y	ear Community
Program Year Comm	unity Development Bloo on of the resolution w	ve held a public hearing on the ck Grant application. City A which will be forwarded to C	dministration is
	Agenda	Review	
Department Head	Finance/Treasurer	City Attorney	City Manager

CITY OF FARMINGTON

RESOLUTION NO.	
----------------	--

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

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

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

Mayor _____ opened the Public Hearing at (TIME)

(Public Comments)

Mayor _____ closed the Public Hearing at (TIME)

on November 18, 2019 for the purpose of receiving public comments regarding the proposed use of PY 2020 Community Development Block Grant funds (CDBG) in the approximate amount of \$27,469, and

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

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

Project Name Amount
Senior Center \$19,229
Senior Services \$8,240

Motion by:

Supported by:

Ayes: Nays:

Signed:

I, Mary Mullison, the duly appointed Clerk of The City of Farmington, Oakland County, MI do hereby certify that the above is a true copy of a resolution adopted by the City of Farmington City Council at a meeting held on November 18, 2019 at which time a quorum was present.

Mary Mullison, City Clerk

Farmington City Council Staff Report

Council Meeting
Date: November 18, 2019

Item Number 8A

Submitted by: Melissa Andrade

Agenda Topic:

Special Event request: Holly Days and Light up the Grand Parade

Proposed Motion:

Move to approve the special event application for the 2019 Holly Days and Light Up the Grand Parade on Saturday, Dec. 7 from 10 a.m. until 8 p.m.

Background:

The Greater Farmington Area Chamber of Commerce is hosting its annual Holly Days and Light Up the Grand holiday event on Dec. 7. The event includes various sales at merchant locations, a Gift, Greens and Giving Holiday Market in Riley Park, a lighted parade down Grand River through the downtown stepping off at **5:30 p.m.**, and other various holiday festivities.

Materials:

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 Organ	nization's Name	Greater Farmingtyon Area	Chamber	or Commerce	
Organization Pho	ne: 248-957	7-9587	111		
Organization Add	12780 Gr	and River Ave. Sui	te 207A	Farmington, MI 48336	
Organization's Ag) C1114	Osborn	Phone:	248-957-9587	
Agent's Title:	xecutive Di	rector	E-mail:	connor@gfachamber.com	
Agent's Address:	C =				
Event Name:		s & Light up the	Gran	d Parade	
Event Purpose:	Community holiday event				
Event Dates:	December 7 2019				
Event Times:	10am - 8pm				
Riley Park a& Grand River Ave.					
	e Expected: 30	00			
		olicy section 2, this event it	; ,		
City O	perated Event	Co-sponsored Eve	nt	Private Event	
○ Non-F	Prohibited in Riley Park ONon-Profit Event For-Profit Event				

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

3.	Vendors: Food Concessio	ns (YES) (No)	Other vendors (YES) (No)
	If yes, refer to Policy Section 13	for license and insura	nce requirements.
	If yes, please list all of the vendo	ors by vendor name:	
4.	Non-profit organizations and loc District should be given the op- extent practical; e.g., a local Del reasonable efforts have been m	cal merchants in the v pportunity to participa Ii might come out and ade with regard to su	ions and Merchants in the Event Vicinity. icinity of Riley Park – the Central Business ate in the special event to the greatest sell bratwurst. You must demonstrate that ch inclusion and participation. The City whether this requirement has been met.
	I have invited local busin		ractic, Bodhi Yoga, Great Lakes Ace, Thistle Rose,
	mose invited include:	Basement Burg	
5.	Exempt Parking: Are you request (YES) (NO)	sting exempt Parking?	(See Policy Section 5)
	If yes, list the lots or locations w	here exempt parking	is requested:
	<u>.</u>		***************************************
6.	Other Requests:		

7.	. 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.				
	made in SIGNS CA	panners approved by the city of Farmington for special ever an artistic and workman-like manner. THE CITY MANAGER NNOT BE ERECTED UNTIL APPROVAL IS GIVEN.	MUS'	iall be desig T APPROVE Frane	ALL SIGNS.
	Total squ	are footage of the banner cannot exceed 32 square feet.			
		Banner Length			
	Width	Write copy of banner in the box.		,	
				Wid	lth
	<u>Total Sq</u>	uare Footage of the sign cannot exceed eight square feet			
		Hei	ight		
		Write copy of sign in the	_		

- 8. 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 Policy Section 10 for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms. (refer to Policy Section 12)
 - 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 11)
 - 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 13)
 - 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 Sections 11 and 16)
 - 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 3 and 4.

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.

· '

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

Farmington City Council Staff Report

Council Meeting Date: Nov. 18, 2019

Item Number 8B

Submitted by: Melissa Andrade, Assistant to the City Manager

Agenda Topic:

Special Event Application: Harry Potter and the Holiday Skate

Proposed Motion:

Move to approve the Special Event Application for Harry Potter and the Holiday Skate to be help on Saturday, Dec. 28 from 6 – 9 p.m.; set up at 2 p.m. at the Riley Park Ice Rink.

Background:

The Riley Park Ice Rink Committee is presenting an event application because we'd like to expand Harry Potter & the Holiday Skate to utilize one of the city's sidewalks to construct a haunted alley; we'd also like to add food vendors and one wand vendor to the event.

Onsite food vendors will include Sunflour Bakehaus with pretzel wands, Dagwoods Deli with chili and popcorn and Bellacino's with hotdogs. The committee will be selling s'more kits, hot chocolate, chocolate frogs and butterbeer. We would also like to include a wand maker as a vendor. The Jaycees will be supporting the event and helping to volunteer. We will NOT have alcohol onsite. We are planning to ask Cowley's to sponsor the onsite Butterbeer (hot cider, caramel and ginger beer).

Off-site participants include Mi.Mosa, who will be selling adult Butterbeer and Basement Burger Bar who will also be selling adult Butterbeer. Last year, Mi.Mosa sold out of Butterbeer.

Last year's event unexpectedly attracted over 700 skaters to the event. We had planned for 200.

We are looking for about 20 volunteers.

Materials: Application and flier

Harry Pother & the Holiday Skite

CI	TY USE ONLY
Appro	val 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 event in the City of Farmington that will bring in more than 25 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 30 days prior to the starting date of the event. If your event is approved, you will receive a written confirmation of approval.

Park fees are \$100 for residents and \$200 for non-residents.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of myself or the sponsoring organization, the following:

- a. For public events, a certificate of insurance and endorsement must be provided naming the City of Farmington as additional insured. See Parks Reservation, Facility Use, and Special Events Policy, page 19, item J, for specific requirements and limits.
- b. 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. Reference the Parks Reservation, Facility Use, and Special Events Policy, page 20, item K.
- c. All food vendors must be approved by the Oakland County Health Department and follow all required health regulations. Each food vendor must provide the City with a Certificate of Insurance as well as an endorsement naming the City of Farmington as additional insured. Form CG 20 26 or its equivalent is recommended. See Parks Reservation, Facility Use, and Special Events Policy, page 20, item M for more details.
- d. The approval of this special event may include additional requirements and/or limitations based on the city's review of this application, and in accordance with the city's Parks Reservation, Facility Use, and Special Events Policy. The event will be operated in conformance with the written confirmation of approval. See Parks Reservation, Facility Use, and Special Events Policy, page 21, item Q.
- e. The sponsoring organization may 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. See Parks Reservation, Facility Use, and Special Events Policy, page 17, items E and F.

To the fullest extent permitted by law, the individual or sponsoring organization assume(s) all risks and agrees to defend, pay on behalf of, indemnify, and hold harmless, the City of Farmington, including all of its elected and appointed officials, all employees and volunteers, against any and all claims, demands, suits, or loss, including all costs connected therewith, including but not limited to attorney fees, and for any damages which maybe asserted, claimed, or recovered against or from the City of Farmington, by reason of personal injury, including bodily injury or death, and/or property damage, including loss of use thereof, which arise out of your actions during this event.

As the duly authorized individual or agent of the sponsoring organization, I hereby apply for approval of this special event, affirm the above understandings, and agree that I (or the sponsoring organization) will comply with the city's Parks Reservation, Facility Use, and Special Events Policy, the terms of the Written Confirmation of Approval and all other city requirements, ordinances and other laws which apply to this special event.

Date

Signature

RETURN THIS APPLICATION AT LEAST THIRTY (30) DAYS PRIOR TO THE FIRST DAY OF THE EVENT TO:

Phone: 248-474 5500, ext. 2221

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

Failure to provide the above items shall result in cancellation of the event. The city shall not be liable for any cost incurred.

Sponsoring Ind	Individual/Organization's Name: <u>Riley Park 16 Rink</u>	- City of Farmingto
Individual/Orga	rganization Phone: <u>948 474 550 0</u>	
Individual/Orga	rganization Address: 23600 Libert St	
Organization's	n's Contact: The Melisse Producte Phone: 248 4	74 5500 ex 272
Contact's Title	itle: Assistant to the City Manage E-mail: Mandra	le@fasmgov.tum
Address:		· · · · ·
Event Name:	: Harry PoHer & the Holiday Skato	,
Type of Event:	nt: Sponsored/City Operated Co-Sponsored (all parties mus	t provide info and sign application)
	Non-Profit For Profit	
	Political or Ballot Issue Wedding	
	Video orFilm Production Running Event	
	Other (describe)	
		,

Riley Park PermitFee:

\$100 residents/\$200 non-residents

Event Purpose: Bring people to Farming Len, promote the cin/
Event Dates: Dec. 28
Event Times: $6-9$, $80+4$ up 0 2
Event Location: R. Ly Park & Sundanist Pavilion
Number of People Expected: 700
Contact Person on Day of Event: Molissa
Phone: <u>348 421 7770</u>
Email Situative yaga mandrade a farmyor com
Estimated Time of Setup: 4 hrs.
Estimated Time of Cleanup: _/ hc
Crowd Control Plans: None
Sidewalk use? YES NO
If yes, describe sidewalk use:
Use Side walk just east of rank to create "Nocturn Alley."
Norturn Alley is a dark magic fecture.
Discussed ul Public Satity already

Reserved Parking: Are you requesting exempt Parking? (See Policy Section 5)
YES NO
If yes, list the lots or locations where parking is requested:
Will street closures be necessary? YES NO
If yes, describe street closures, include time of closure and re-open:
Will music be provided? YES O NO
If yes, describe amplification and proposed location of band, speakers, equipment, etc.:
Just pavition spealers.
Will electricity be needed for the event?

Will the following be constructed or located in event area?			
Booths	O YES	\bigcirc NO	Quantity:
Tents/Canopies	O YES	ONO	Quantity:
Rides	Oyes	\bigcirc NO	Quantity:
Tables	YES	\bigcirc NO	Quantity: 10
Portable Toilets	OYES	\bigcirc NO	Quantity:
Inflatables	OYES	\bigcirc NO	Quantity:
Food Vending	Ø _{YES}	\bigcirc NO	Quantity: Dagwoods, Belactinos Sunflower Bakehouse
Other Vendors	O YES	\bigcirc NO	Quantity:
Other (describe)			
If yes to food vendors, concessions, and/or other vendors, please list all of the vendors by vendor name, refer to Policy Section IV.2.N for license and insurance requirements:			
Dagwards selling Chili, Bellacinos at hot digs,			
Sunflow Bake hans of oth proto wards.			
Wardmaker (new vendor): Professor			
Pember	ton's h	lands	

*If mobile food vending is proposed as part of an activity that also requires a special event permit, no additional or separate mobile food vending permit shall be required as state in the City Cod of Ordinances (Appendix A in policy).

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 lots that you are requesting to be blocked off.

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 busine Those invited include:	esses to participate. Dorgwoods, Starbuks,
	Sunflow Bakhaus, Mi. Mosa.
	Basement Buges Bar, Cowleys
Event Signs: Will this event	include the use of signs OVES ONO

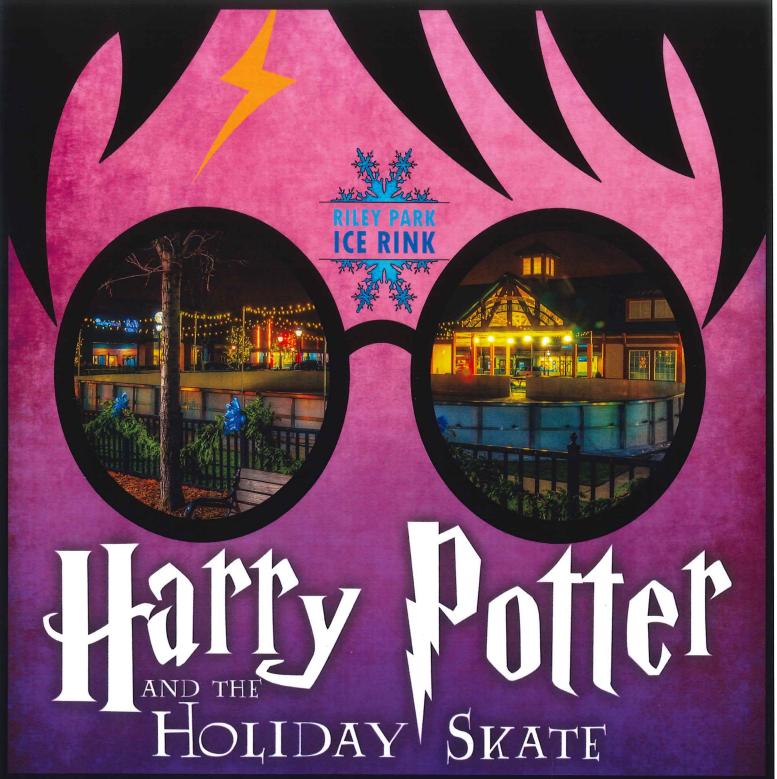
If yes, refer to Policy Section 8 for requirements and describe the size and location of your proposed signs. All signage must be approved by the City Manager's Office.

Event Cost Worksheet

	101	10	
	Cost	Quantity	Total
Park usage fee			
Public Safety Assistance			
Public Services Assistance			
Cones			
Additional Barricades			
Additional Trash Barrels			
Other			
Total			0

Usage fee for Riley Park is \$100 for residents, \$200 for non-residents. Assistance from Public Services or Public Safety is \$65/hour with a minimum of two hours. The Public Services fee includes four trash barrels and four barricades. If additional equipment is needed, the fee will be determined by Public Services. Equipment is limited to cones, barricades and trash barrels.

Checks can be dropped off or mailed to the City Manager's Office at Farmington City Hall: 23600 Liberty Street, Farmington, MI 48335. Make checks payable to the "City of Farmington." There is a processing fee for credit cards payments. Credit card payments must be made at City Hall, we do not take credit card information via the phone.



HORCRUX SCAVENGER HUNT + COSTUME CONTEST + BUTTERBEER & MORE!

SATURDAY DECEMBER 28
33113 GRAND RIVER AVE 248-474-5500 6-9 PM
\$5/WIZARD OR \$20/HOUSE

Farmington City Council Staff Report

Council Meeting
Date: November 18,
2019

Item Number

8C

Submitted by: Frank Demers, Public Safety Director

Agenda Topic: Approval of 2019 Sub-recipient Agreement to Receive Federal Funding

for Reimbursement of Task Force Officer Overtime Costs

<u>Proposed Motion</u>: Motion to Approve the 2019 HIDTA Grant Subrecipient Agreement between Oakland County and the City of Farmington AND Authorize the City Manager and City Clerk to Sign the Agreement and Proposed Resolution.

<u>Background:</u> 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.

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.

A resolution by the Farmington City Council exercising approval of the attached 2019 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.

Materials: Attached 2019 HIDTA Exhibits A - E, HIDTA Subrecipient Agreement, Resolution



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: 2019	Initiative Title:	NET - Oakland Coun	ty Narcotics Enforcement Team						
Submitter's Rank/Name: D	/Lt. Brent Miles		Submitter's Telephone #: 248-8	358-1722					
Submitter's E-mail Address: milesbr@oakgov.com									
		SECTION	1: INITIATIVES						
Level of Activity - Check all	that apply								
⊠ Local DTO Fo	ocus 🗌 Multi	-State DTO Focus	☐ International DTO Focus	☐ Interdiction Focus					
Does this Initiative Routinel	y Provide Informat	ion to the HIDTA Inve	estigative Support Center (ISDC)?						
X YES NO)								
		<u>SECTION</u>	12: PROFILE						
Initiative Description									
Enter Lead Ager	ncy: Oakland Co	unty Sheriff							
Enter Location o	of Initiative (City):	Pontiac MI, Oaklan	d County						
Check All That A	pply								
☐ Initiative	is Collocated with	other HIDTA Initiativ	es						
▼ Initiative	e is Staffed with Ful	l-Time Federal and Fu	ıll-Time State/Local Personnel						
☐ Full-Tim	e Members of Initia	ative are Collocated a	nd Commingled with Federal and S	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 <u>identify the threat</u> (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 <u>discuss your plan to attack the threat</u> 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 <u>present your budget request</u>. 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: \$140,000.00

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 heroin / fentanyl cases. NET also commits two full time officers to the DEA. 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. 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. Heroin mixed with fentanyl are hitting the street at a very alarming rate and cocaine 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 heroin enforcement. NET investigators are also monitoring doctors and pain clinics selling directly to users. 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, disruption, and dismantling of local DTO's and criminal groups. NET also has a Conspiracy Unit which primarily investigates mid level and upper level PTOs and DTOs. The Conspiracy Unit uses intelligence information from the street crews that identifies interstate and international DTO's. The Conspiracy Unit conducts surveillance of the DTOs and documents there patterns and interactions within the DTO and possible relationship with other DTOs. The Conspiracy Unit uses informants and other sources of information te

Agency Positions

Summarize the staffing levels you confidently expect to be part of your initiative for the Program Year selected. The *HIDTA Funded* box should be marked Yes **ONLY** when HIDTA funding covers the salary/wages for the listed position.

Position Title Agency		Number of Positions	HIDTA Funded (Yes/No)	Collocated (Yes/No)	Full Time or Part Time	Notes
Lieutenant	Oakland County Sheriff	1	No	Yes	Full	
Sergeants	Oakland County Sheriff	3	No	Yes	Full	
Deputies	Oakland County Sheriff	7	No	Yes	Full	
Clerical	Oakland County Sheriff	1	No	Yes	Full	
Auditor	Oakland County Sheriff	1	No	Yes	Full	
Clerical	Oakland County Sheriff	1	No	Yes	Part	
Property Tech	Oakland County Sheriff	1	No	Yes	Full	
Officer	Auburn Hills Police Dept	1	No	Yes	Full	
Officer	Birmingham Police Dept	1	No	Yes	Full	
Officer	Bloomfield Twp Police Dept	1	No	Yes	Full	
Agent	Drug Enforcement Administra	1	No	Yes	Full	
Officer	Farmington City Police Dept	1	No	Yes	Full	
Officer	Farmington Hills Police Dept	1	No	Yes	Full	
Officer	Ferndale Police Dept	1	No	Yes	Full	
Officer	Hazel Park Police Dept	1	No	Yes	Full	
Officer	Officer Madison Heights Police Dept Officer Rochester Police Dept		No	Yes	Full	
Officer			No	Yes	Full	
Sergeant	Royal Oak Police Dept	1	No	Yes	Full	
Officer	Royal Oak Police Dept	1	No	Yes	Full	
Officer	Troy Police Dept	1	No	Yes	Full	
Officer	Waterford Police Dept	1	No	Yes	Full	
Officer	West Bloomfield Police Dept	1	No	Yes	Full	
Officer	White Lake Police Dept	1	No	Yes	Full	
Investigator	Oakland County Prosecutor	1	No	Yes	Full	

<u>Predicting Expected Outputs:</u> 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.

DISRU	JPTED Defined	DISMANTLED	Pefined
Enter Number of DTOs Expecte	d to be Disrupted or Disma	ntled This Program Year: 5	
Notes/Additional Information:			
Enter Number of MLOs Expecte	d to be Disrupted or Disma	ntled This Program Year: 0	
Notes/Additional Information:			
'	SECTION 4: CLA	NDESTINE LABS	
Predict the number of each of notude pertinent notes in the Not	•		during the Program Year.
Enter the Number of Lab Dump	Sites Expected to be Seized	b	0
Enter the Number of Chemical/	Glassware/Equipment Expe	cted to be Seized	0
Enter the Number of Children E	xpected to be Affected		0
Enter the Number of Meth Lab	Expected to be Dismantle	d	0
Enter the Number of Other Cla	n Labs (Production/Conver	sion) Expected to be Dismantle	d 0
Notes/Additional Information:			

SECTION 5: ACTIVITIES

New HIDTA Cases:		
Enter the Number of New HIDT	A Initiative Cases Expected to be Opened This Program Year: 640	
Notes/Additional Information:		
Case Support:		
Enter the Number of Cases Expe	ected to be Provided Analytical Support This Program Year: 5	
analyst embedded with your TF or the analyst seated at the HIDTA. A case can be counted each calendar year it it	ort (AS). Project only number of cases which will receive AS from the DSEMIIC/MIOC. Do not include cases which will receive AS from can be reported receiving AS only ONCE IN A CALENDAR YEAR receives AS. Project the number of separate cases to receive AS in received on all cases. Important: Remember to submit a complete each case receiving AS.	m an ₹ but n the
	onflictions Expected to be Submitted This Program Year: 850 Ching Requests Expected to be Submitted This Program Year: 450	
Effect the Number of Case Mater	ining nequests expected to be submitted this trogram real.	
Notes/Additional Information:		
	SECTION 6: FUGITIVES	
apprehension made pursuant to some etc. An <i>Arrest</i> is defined as any appre	xpect to apprehend for the Program Year. A <i>Fugitive</i> is defined a e type of court-issued pick-up order, such as an arrest warrant, a rehension made absent any type of court-issued pick-up order, primilative plans to make <i>Arrests</i> during the year are indicated by select in Section 7.	writ, narily
Enter the Number of Fugitives E	Expected to be Arrested This Program Year: 25	
Notes/Additional Information:		

SECTION 7: OTHER OUTPUTS

ENTRY OF MANDATORY OUTPUTS

FORENSIC ENHANCEMENT - MSP TECHNICAL SUPPORT UNIT - REDRUM

Continue to report Other Outputs contained in the pick list boxes below. Other Output information provided will be maintained internally at the HIDTA but will not be reported in PMP.

ALL OTHER HIDTA INITIATIVES

Report <u>ONLY</u> the four Other Outputs **ARRESTS**, **CRIMINAL GROUPS**, **FIREARMS SEIZED** and **T-III WIRETAPS**. This information will be reported in PMP.

FUGITIVES VS. ARRESTS

<u>Fugitives:</u> Provide a projection of how many fugitives your task force will arrest for the year in *Section 6: Fugitives.*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.

<u>Arrests:</u> No projection of how many arrests your task force will make for the year is required. **An arrest is defined** as any apprehension made absent any type of court-issued pick-up order; primarily arrests made on probable cause. Indicate your task force's intentions to make arrests during the year by selecting/loading ARRESTS into one of the Other Output boxes below.

ARRESTS

Other Output:

Other Output:

Definition of Wiretap

Select the Other Outputs your initiative plans to utilize in the pick list boxes below.

A wiretap is a form of electronic monitoring where a Federal or state court order authorizes law enforcement to surreptitiously listen to phone calls or intercept wireless electronic text messages or video communications. Indicate your plan to utilize wiretaps by selecting T-III WIRETAPS in one Other Output box to the right.

Reporting Wiretaps

No projection regarding the number of wiretaps to be utilized is required. The actual number of wiretaps is reported each quarter on the Task Force Quarterly Report. Report only the number of lines (telephone numbers) for which a court order authorized eavesdropping. Do not report an extension of a court order for the same telephone line (number) unless the extension is spanning the calendar year being reported. Note: Dialed number recorders (Pen Registers) are not considered a wiretap for PMP reporting purposes.

Other Output:	CRIMINAL GROUPS
Other Output:	FIREARMS SEIZED
Other Output:	T-III WIRETAPS
Other Output:	



OFFICER'S NAME AND RANK

MAILING ADDRESS

Michigan HIDTA

Request for HIDTA **Overtime** Reimbursement

ONE FORM PER OFFICER

REGULAR OVERTIME

HOME DEPARTMENT NAME

Exhibit B

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

PHONE NUMBER
FEDERAL TAY ID OR MACRIMIDEY /DCA
FEDERAL TAX ID OR MSP INDEX/PCA

REQUESTING OFFICER IS REQUIRED TO TYPE HIS/HER NAME IN THE BLUE BORDERED APPROVING TASK FORCE COMANDER IS REQUIRED TO TYPE HIS/HER NAME IN THE RED-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.

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	
Ī					\$0.0000	
ITEM #			PROVIDE	A BRIEF DE	TAIL OF THE C	CORRESPONDING ITEM # FROM THE TABLE ABOVE.
1						
2						
3						
4						
5						
	-	LUC INICODA AATI	ONLIC CONFIDENT	FIAL DICCLO	LIBE OF CONEL	DENTIAL INFORMATION IS PROTECTED BY THE FEDERAL DRIVACY ACT

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 OFFICER'S REGULAR HOURLY RATE

Regular Pay 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,

Exhibit 1

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.



DATE	HOURS	OVERTIME	NET#
07/11/2016 07/12/2016 07/13/2016 07/14/2016 07/15/2016	08:30-16:30 08:30-16:30 08:30-16:30 08:30-16:30 08:30-16:30	APPRON 8/IL/IL	
08/01/2016 08/02/2016 08/03/2016 08/04/2016 08/05/2016 08/05/2016	15:00-23:00 15:00-23:00 14:00-00:00 14:00-23:00 03:00-07:00 15:00-23:00	2hour 1hour 4hour	16-net-419 IR-16-263 IR-16-264

APPROVING SIGNATURE:



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

Please sign and return.

Please Note: This document is used for illustrative purposes only and the required documentation does not have to 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 #: 08/12/2016
Primary Rate: 31.2962

Witholding Rate: 00
Federal Allowances:

PAYCODE ID	HOURS	OT HOURS	GROSS	TÜY.	DEDUCTION ID	AMOUNT	YTD
LONGEVITY PS	0.00		0.00			475.02	The state of the San
SALARY	80.00	7.00				3	,
TRAINING PS	0.00	0.00	·			112.08	
1 - 1			0.00		SOCSEC_EE	176.08	
SICK PS 07/01	0.00				MEDICARE_EE	41.18	
F/Y SICK PAYOUT	0.00		0.00		DUES_PSO	29.63	
PS SCK GAP	0.00	0.00	0.00	,	PS HBL VISION	9.13	i i
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
						-	
				Ì			
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

0

LEAVE BANK	PRIOR BALANCE	HOURS ACCRUED	HOURS LOST	HOURS TAKEN	NEW BALLANCE
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



PROGRAM YEAR 2019 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 (defined below) 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 ("OCSO").

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 \$115,000.00 for program year (PY) 2019 to reimburse N.E.T. participating agencies for eligible law enforcement officer overtime. PY 2019 begins January 1, 2019 and ends December 31, 2019.

If ONDCP grants N.E.T. an award for PY 2019, the ONDCP disburses the HIDTA grant funds to the Michigan State Police ("MSP"). To receive the Grant funds for overtime costs, 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. <u>DEFINITIONS</u>. 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 2019 (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 2019.
 - 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. <u>Exhibit E</u> Sample paystub or payroll report that supports each Request for HIDTA Overtime Reimbursement.

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, 2019 through December 31, 2019.

3.5. The Federal Award Identification Number (FAIN) is provided in the HIDTA Grant Agreement between ONDCP and MSP, which is incorporated into this Agreement by reference.

4. <u>USE OF HIDTA FUNDS</u>.

- 4.1. The total amount of the federal award for overtime costs committed to the Municipality and obligated by this action by the County to the Municipality is not to exceed \$4,600.00 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 for overtime costs 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 for overtime costs 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 \$\sum_{4,600.00}\$ 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. <u>REIMBURSEMENT OF ELIGIBLE NET OVERTIME</u>.

5.1. To request reimbursement for eligible N.E.T. overtime costs, the Municipality shall submit to the County the documentation described in the following subparagraphs no later than thirty (30) days after PY 2019 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. The HIDTA Grant Agreement between ONDCP and MSP will be provided to the Municipality within a reasonable time after the County receives a copy of it.
- 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 Grant funds spent by the County on behalf of the Municipality for training expenses shall be included on the Schedule of Expenditures of Federal Awards if the Municipality is required to have a single audit performed. Municipalities that are exempt from the Single Audit requirements that receive less than \$750,000 of total Federal funding must submit a Financial Statement Audit prepared in accordance with Generally Accepted Auditing Standards ("GAAS") if the audit includes disclosures that may negatively impact the HIDTA program including, but not limited to fraud, financial misstatements, and violations of any contract or grant provisions. 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 subaward 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 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, 2019.

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. <u>DISCRIMINATION</u>**. 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.** <u>PERMITS AND LICENSES</u>. 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.** <u>RESERVATION OF RIGHTS</u>. 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.** <u>DELEGATION/SUBCONTRACT/ASSIGNMENT</u>. 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.

2019 HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA) GRANT
SUBRECIPIENT AGREEMENT BETWEEN
OAKLAND COUNTY
AND
CITY OF FARMINGTON

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. <u>CAPTIONS</u>. 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.** <u>NOTICES</u>. 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, Sheriff Fiscal Officer, 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.

County of Oakland	City of Farmington
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.

2019 HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA) GRANT
SUBRECIPIENT AGREEMENT BETWEEN
OAKLAND COUNTY
AND
CITY OF FARMINGTON

- **29.** <u>AGREEMENT MODIFICATIONS OR AMENDMENTS</u>. 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, David T. Woodward, 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:
David T. Woodward, Cha	irperson
Oakland County Board of	
WITNESSED:	DATE:
Printed Name:	
Title:	
by a resolution of the Municipality's gov	, acknowledges that he/she has been authorized erning body, a certified copy of which is attached, to execute this s the Municipality to the terms and conditions of this Agreement.
EXECUTED:	DATE:
Printed Name:	
Title:	
WITNESSED:	DATE:
Printed Name:	
Title:	

2019 HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA) GRANT
SUBRECIPIENT AGREEMENT BETWEEN
OAKLAND COUNTY
AND
CITY OF FARMINGTON

CITY OF FARMINGTON

OAKLAND COUNTY, MICHIGAN

RESOLUTION TO APPROVE PROGRAM YEAR 2019 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 18th day of November, 2019, 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 \$140,000 for the program year 2019; 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, 2019 through December 31, 2019.
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	
COUNTY OF OAKLAND)ss)
Michigan, do hereby cert by the City Council of the	ON, the duly-qualified Clerk of the City of Farmington, Oakland County, ify that the foregoing is a true and complete copy of a Resolution adopted ne City of Farmington at a duly-called meeting held on the 18th day of iginal of which is on file in my office.
IN WITNESS WH , 2019	HEREOF, I have hereunto affixed by official signature this day of Θ .
	MARY MULLISON
	Clerk, City of Farmington

Farmington City Council Staff Report

Council Meeting Date: November 18, 2019 Item Number 8D

Submitted by:

Charles Eudy, Superintendent

<u>Agenda Topic</u>: Consideration to accept Change Order No.3, and Construction Estimate No. 4 for the Oakland Street Reconstruction

Proposed Motion:

Move To Approve payment to V.I.L. Construction Incorporated for Construction Estimate No. 4 of the Oakland Street Reconstruction.

<u>Background:</u> In conjunction with the city's consulting engineer's Orchard Hiltz & McCliment Advisors (OHM), bids were solicited for the Oakland Street reconstruction. The selection of Oakland Street was based upon PASER ratings, other upcoming construction projects, and this portion of Oakland Street was removed from a previous project in 2014. The project was awarded to V.I.L. Construction Incorporated of Sterling Heights Michigan at the May 20, 2019 Council Meeting.

<u>Change Order No. 3:</u> Includes the asphalt driveway improvements at the Downtown Development Authority property located at 33104 Grand River. The DDA board authorized funding the improvements at their last meeting to be conducted by the Oakland Street Contractor.

<u>Construction Estimate No.4</u> In the amount of \$44,739.80, in which the DDA portion is \$13,000. The outstanding amount due to the contractor of \$31,739.80 includes the base course of asphalt, wearing course of asphalt and structure adjustments on Oakland Street and the driveway improvements at 33104 Grand River.

To date VIL Construction has earned \$494,090.94 of the revised contract of \$740,682.90, with \$37,034.15 being held as retainage.

Materials:

OHM Change Order No. 3
OHM Payment Application No. 4



November 12, 2019

Mr. Chuck Eudy DPW Superintendent City of Farmington 33720 W. 9 Mile Road Farmington, Michigan 48335

Regarding: Oakland Street Reconstruction

OHM Job No. 0111-18-0030

Dear Mr. Eudy:

Enclosed are Payment Application No. 4 and Contractor Declaration for the referenced project. V.I.L. Construction, Inc. has completed the work shown on the attached payment application for the period ending October 31, 2019 and we would recommend payment to the Contractor in the amount of \$44,739.80.

Sincerely, OHM Advisors

Matt Parks, P.E.

cc: Anthony Vani, V.I.L. Construction, Inc. (via e-mail)

Mitch Master, OHM (via e-mail) Richard Hetu, OHM (via e-mail)

File

PAYMENT APPLICATION



Matt Parks, Principal	Chuck Eudy - Public Works Superintendent - City of Farmington Recommended By	Retainage: 5 % of Contract Including Previous Change Orders Amount Approved By	Original Contract Amount: Change Orders Amount: Current Contract Amount:	Project: City of Farmington - Oakland Street Reconstruction OWNER: City of Farmington 23600 Liberty Street Farmington, MI 48335 (248) 474-5500 SCHEDULE On STATUS: NOTE:
oal	on		\$681,856.50 \$58,826.40 \$740,682.90	CONTRACTO
			Change Order 1: Change Order 2: Change Order 3:	CONTRACTOR: V.I.L. Construction, Inc. 6670 Sims Drive Sterling Heights, MI 48313 (586) 979-6020
		\$58,825,40	(\$104.50) \$45,930.90 \$13,000.00	
Date	Date	Hetainage I his Period: Less Total Retained To Date: Net Earned: Previous Earnings: Amount Due Contractor:	Earnings This Period: Earnings To Date: Previous Retainage Amount:	Job Number: 0111. Number: 4 Period End Date: 10/31/2019 Status: Approved Contract Start Date: 7/13/2019 Contract End Date: 10/26/2019 Contract Duration: 105 Print Date: 11/12/2019
		\$494,090,94 \$494,090,94 \$494,351.14 \$447,39.80	\$45,389.80 \$531,125.08 \$36,384.15	Job Number: 0111-18-0030 Number: 4 Hend Date: 10/31/2019 Status: Approved Start Date: 7/13/2019 t End Date: 10/26/2019 t End Date: 10/26/2019 ot Duration: 105 Print Date: 11/12/2019

Items

Division: A - Misc	Mobilization, Max., 5%	1.00 Ls	1.00	\$34.090.00	0.00	0.00	\$0 <u>.</u> 00	1.00	\$34.090.00
2	Audio Video Route Survey	0.00 Ls	0.00	\$1,000.00	0.00	0.00	\$0.00	0.00	\$0.00
ω	Permit Fees Allowance	0.00 Ls	0.00	\$1.00	0.00	0.00	\$0.00	0.00	\$0.00
4	Traffic Maintenance and Control	1.00 Ls	1.00	\$34,000.00	0.00	0.00	\$0.00	0.80	\$27,200.00
5	Erosion Control, Silt Fence	0.00 Ft	0.00	\$2.00	0.00	0.00	\$0.00	0.00	\$0.00
6	Erosion Control, Inlet Protection, Fabric Drop	5.00 Ea	5.00	\$75.00	0.00	0.00	\$0.00	5.00	\$375.00
7	Sanitary Service Lead, SDR 26 PVC, 6 inch, Tr Det A	7.00 Ft	7.00	\$50.00	0.00	0.00	\$0.00	6.00	\$300.00
8	Underdrain, Subgrade, 6 inch	25.00 Ft	25.00	\$19.00	0.00	0.00	\$0.00	0.00	\$0.00
9	HMA Curb	35.00 Ft	35.00	\$55.00	0.00	0.00	\$0.00	0.00	\$0.00
10	Driveway, Nonreinf Conc, 6 inch	13.00 Syd	13.00	\$70.00	0.00	0.00	\$0.00	0.00	\$0.00
	Stamped, Colored Concrete Crosswalk, 9 inch	158.00 Sft	158.00	\$25.00	0.00	0.00	\$0.00	75.00	\$1,875.00
	Tree Protection Fencing	0.00 Ft	0.00	\$1.00	0.00	0.00	\$0.00	0.00	\$0.00
	4 inch Water Main Line Stop	0.00 Ea	0.00	\$500.00	0.00	0.00	\$0.00	0.00	\$0.00
	Lower Proposed Water Main	1.00 Ea	1.00	\$1.00	0.00	0.00	\$0.00	0.00	\$0.00
					Α-	A - Misc Sub-Total:	\$0.00		\$63,840.00
						Retainage	\$0.00		
15 Tree, Rei	Hemovals Tree, Rem, 37 inch or Larger	1.00 Ea	1.00	\$2,500.00	0.00	0.00	\$0.00	1.00	\$2,500.00
	Curb and Gutter, Rem	943.00 Ft	943.00	\$15.00	0.00	0.00	\$0.00	943.00	\$14,145 00
	Pavt, Rem (Pulv material used as Maint. Agg)	1539.00 Syd	1539.00	\$12.00	0.00	0.00	\$0.00	1539.00	\$18,468.00
	Sidewalk, Rem	397.00 Syd	397.00	\$15.00	0.00	0.00	\$0.00	397.88	\$5,968.20
	Sign, Salvage and Reset	5.00 Ea	5.00	\$125.00	0.00 B - Road Remo	0.00 0.00 B - Road Removals Sub-Total:	\$0.00	0.00_	\$0.00 \$41.081.20
						Retainage	\$0.00		
Division: C - Utility Removals	Removals								
20	Dr Structure, Abandon	1.00 Ea	1.00	\$750.00	0.00	0.00	\$0.00	0.00	\$0.00
21	Sewer, Rem, Less than 24 inch	25.00 Ft	25.00	\$30.00	0.00	0.00	\$0.00	25.00	\$750.00
	watel Maiii, neiii	0.00	0.00	ф3.00	C - Utility Remo	C - Utility Removals Sub-Total:	\$0.00	- -	\$750.00
						Retainage	\$0.00		
Division: D - Road									
	Station Grading	5.00 Sta	5.00	\$14,500.00	0.00	0.00	\$0.00	3.00	\$43,500.00
	Aggregate Base, 21AA (Limestone), 8 inch	755.00 Ton	755.00	\$27.00	0.00	0.00	\$0.00	490.55	\$13,244.85
ű	Aggregate Base, Drive Approach, 21AA, 6 inch	49.00 Ton	49.00	\$27.00	0.00	0.00	\$0.00	0.00	\$0.00
OHM Advisors			(734) 522-6711					НО	OHM-Advisors.com

ltem	Description	Original Quantity	Quantity	Unit Price	Quantity This	Quantity Held	Amount This Qu	Quantity To Date	Amount To Date
26	Hand Patching	10.00 Ton	10.00	\$270.00	0.00	0.00	\$0.00	0.00	\$0.00
27	Maintenance Aggregate, 21AA	0.00 Ton	0.00	\$18.00	0.00	0.00	\$0.00	56.11	\$1,009.98
28	Underdrain, Subgrade, 6 inch	479.00 Ft	360.00	\$19.00	0.00	0.00	\$0.00	360.00	\$6,840.00
29	HMA Approach, MDOT 13A	9.00 Ton	9.00	\$145.00	8.80	0.00	\$1,276.00	8.80	\$1,276.00
30	MDOT HMA 13A, Wearing Course, 2 inch	146.00 Ton	146.00	\$145.00	158.28	0.00	\$22,950.60	158.28	\$22,950.60
31	MDOT HMA 3C, Leveling Course, 3 inch	219.00 Ton	219.00	\$120.00	22.46	0.00	\$2,695.20	263.09	\$31,570.80
32	Conc Pavt, Nonreinf, 9 inch	51.00 Syd	51.00	\$75.00	0.00	0.00	\$0.00	48.70	\$3,652.50
33	Driveway, Nonreinf Conc, 6 inch	63.00 Syd	63.00	\$70.00	0.00	0.00	\$0.00	37.40	\$2,618.00
34	Curb and Gutter, Conc, Det F2	434.00 Ft	0.00	\$25.00	0.00	0.00	\$0.00	0.00	\$0.00
35	Curb and Gutter, Conc, Det F2-R	581.00 Ft	0.00	\$25.00	0.00	0.00	\$0.00	0.00	\$0.00
36	Valley Curb	57.00 Ft	0.00	\$35.00	0.00	0.00	\$0.00	0.00	\$0.00
37	Detectable Warning Surface	84.00 Ft	84.00	\$64.00	0.00	0.00	\$0.00	27.00	\$1,728.00
38	Sidewalk Ramp, Conc, 6 inch	172.00 Sft	172.00	\$11.00	0.00	0.00	\$0.00	168.00	\$1,848.00
39	Sidewalk, Conc, 4 inch	3975.00 Sft	3975.00	\$5.50	0.00	0.00	\$0.00	3800.00	\$20,900.00
40	Sidewalk, Conc, 6 inch	501.00 Sft	501.00	\$6.50	0.00	0.00	\$0.00	764.50	\$4,969.25
41	Post, Steel, 3 lb	56.00 Ft	56.00	\$9.00	0.00	0.00	\$0.00	0.00	\$0.00
42	Sign	13.00 Ea	13.00	\$200.00	0.00	0.00	\$0.00	0.00	\$0.00
43	Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	20.00 Ft	20.00	\$4.00	0.00	0.00	\$0.00	0.00	\$0.00
44	Pavt Mrkg, Ovly Cold Plastic, 12 inch, Crosswalk	30.00 Ft	30.00	\$7.00	0.00	0.00	\$0.00	0.00	\$0.00
45	Pavt Mrkg, Ovly Cold Plastic, 18 inch, Stop Bar	13.00 Ft	13.00	\$16.00	0.00	0.00	\$0.00	0.00	\$0.00
46	Pavt Mrkg, Polyurea, 4 inch, White	514.00 Ft	514.00	\$4.00	0.00	0.00	\$0.00	0.00	\$0.00
47	Turf Establishment	5.00 Sta	5.00	\$500.00	0.00	0.00	\$0.00	0.00	\$0.00
100	Curb and Gutter, Conc, Det F4	0.00 Ft	434.00	\$29.10	0.00	0.00	\$0.00	434.00	\$12,629.40
101	Curb and Gutter, Conc, Det F4-R	0.00 Ft	581.00	\$29.10	0.00	0.00	\$0.00	581.00	\$16,907 10
					·	1000 000	#E0,0E1.00		#100,011.10
						Retainage	\$385.53		
48	Sanitary Sewer Repair, SDR 26 PVC, 8 inch, Tr Det A	15.00 Ft	15.00	\$400.00	0.00	0.00	\$0.00	18.75	\$7,500.00
49	Dr Structure Cover, Type K	2.00 Ea	2.00	\$700.00	0.00	0.00	\$0.00	2.00	\$1,400.00
50	Dr Structure Cover, Type Q	1.00 Ea	1.00	\$550.00	0.00	0.00	\$0.00	0.00	\$0.00
51	Dr Structure, 48 inch dia	2.00 Ea	2.00	\$3,500.00	0.00	0.00	\$0.00	2.00	\$7,000.00
52	Dr Structure, Tap, 12 inch	3.00 Ea	3.00	\$500.00	0.00	0.00	\$0.00	3.00	\$1,500.00
53	Storm Sewer, CHV, RCP, 12 inch, Tr Det A	38.00 Ft	38.00	\$100.00	0.00	0.00	\$0.00	41.00	\$4,100.00
54	Structure, Adj, Add Depth	3.00 Ft	3.00	\$100.00	2.68	0.00	\$268.00	2.68	\$268.00
55	Exploratory Excavation, Trench	2.00 Ea	2.00	\$100.00	0.00	0.00	\$0.00	0.00	\$0.00
56	Structure Cover, Adj	2.00 Ea	2.00	\$650.00	1.00	0.00	\$650.00	1.00	\$650.00
57	Structure, Adj	9.00 Ea	9.00	\$650.00	7.00	0.00	\$4,550.00	7.00	\$4,550.00
58	Water Main, Class 54, DI, 6 inch, Tr Det A	10.00 Ft	10.00	\$225.00	0.00	0.00	\$0.00	15.00	\$3,375.00
59	Water Main, Class 54, DI, 8 inch, Tr Det A	425.00 Ft	419.00	\$235.00	0.00	0.00	\$0.00	413.00	\$97,055.00
60	1-1/2 inch Curb Stop and Box	2.00 Ea	2.00	\$750.00	0.00	0.00	\$0.00	2.67	\$2,002.50

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Item	61	62	63	64	65	66	67	102			Division: F	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	On N
Description	3/4 inch Curb Stop and Box	Connection to Existing Water Main	Fire Hydrant Assembly	Gate Valve and Well, 8 inch	Lower Proposed Water Main	Water Service, Type K Copper, 1 1/2 inch, Short	Water Service, Type K Copper, 3/4 inch, Short	Sanitary Sewer Casting			Division: F - DDA Lanscape/Electrical	Brick Paving, Pedestrian, ADA Truncated Domes	Brick Paving, Pedestrian, Running Bond	Brick Paving, Pedestrian, Running Bond (with Argyle Striping)	Brick Paving, Vehicular, Herringbone Crosswalk	Watering and Cultivating, First Season, Min	Watering and Cultivating, Second Season, Min	Juniperus horizontalis 'Blue Chip', #2 cont.	Pennisetum alopecuroides 'Hameln', #1 cont.	_Acer rubrum, 2.5 inch	_Rosa 'Meigalpio', #3 cont.	Berberis thunbergii 'Gentry', #3 cont.	Echinacea 'Art's Pride', #1 cont.	Nepeta x faassenii 'Walker's Low Catmint', #1 cont.	Spirea x bumalda 'Goldflame', #2 cont.	Irrigation	Sodding	Topsoil Surface, Furn, 4 inch	Mulch, 3 inch	Planting Mix, 12 Inch	Litter Receptacle, Victor Stanley: Model SD-35, Black	Recycle Receptacle, Victor Stanley: Model SD-35, Black	Conduit, DB, 1, 1 1/2 inch	Conduit, DB, 1, 1 inch	Wire #10AWG	Wire #6AWG	20A Disconnect Switch	Ground Mounted Receptacle	Hand Hole
Original Quantity	2.00 Ea	3.00 Ea	1.00 Ea	1.00 Ea	1.00 Ea	2.00 Ea	2.00 Ea	0.00 Ea				100.00 Sft	348.00 Sft	458.00 Sft	112.00 Sft	0.00 Ls	0.00 Ls	0.00 Ea	0.00 Ea	0.00 Ea	0.00 Ea	0.00 Ea	0.00 Ea	0.00 Ea	0.00 Ea	1.00 Ls	203.00 Syd	203.00 Syd	24.00 Cyd	95.00 Cyd	0.00 Ea	0.00 Ea	500.00 Ft	50.00 Ft	1000.00 Ft	1350.00 Ft	1.00 Ea	1.00 Ea	2.00 Ea
Quantity Authorized	2.00	3.00	1.00	1.00	1.00	2.00	2.00	2.00				100.00	348.00	458.00	112.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	203.00	203.00	24.00	95.00	0.00	0.00	500.00	50.00	1000.00	1350.00	1.00	1.00	2.00
Unit Price	\$700.00	\$3,500.00	\$6,000.00	\$5,000.00	\$1.00	\$1,250.00	\$1,000.00	\$700.00				\$50.00	\$50.00	\$50.00	\$100.00	\$2,500.00	\$2,500.00	\$35.00	\$25.00	\$250.00	\$100.00	\$75.00	\$75.00	\$50.00	\$50.00	\$12,500.00	\$10.00	\$10.00	\$100.00	\$100.00	\$1,500.00	\$1,500.00	\$11.00	\$10.00	\$1.75	\$2.25	\$5,000.00	\$1,250.00	\$1.500.00
Quantity This Period	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	m.			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quantity Held	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	E - Utility Sub-Total:	Retainage		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Amount This Q Period	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,468.00	\$78.30		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Quantity To Date	1.79	3.00	1.00	1.00	0.00	3.00	2.50	0.00				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	20.00	0.00	0.00	0.00	0.00	2.00
Amount To Date	\$1,253.00	\$10,500.00	\$6,000.00	\$5,000.00	\$0.00	\$3,750.00	\$2,500.00	\$0.00	\$158,403.50			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,400.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00

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		\$186.17	Retainage						
\$13,000.00 \$13,000.00	1.00	\$13,000.00 \$13,000.00	0.00 River Sub-Total:	0.00 H - 33104 Grand River Sub-Total:	\$13,000.00	1.00	0.00 Ls	33104 Grand River	122
								Division: H - 33104 Grand River	Division: H - 3
		\$0.00	Retainage						
\$45,930.90		\$0.00	G - Orchard Court Sub-Total:	G - Orchard					
\$5,491.80	10.17	\$0.00	0.00	0.00	\$540.00	10.17	0.00 Ton	HMA 5E3, Wearing Course, 3 inch	121
\$250.00	1.00	\$0.00	0.00	0.00	\$250.00	1.00	0.00 Ls	Soil Erosion Control	120
\$850.00	1.00	\$0.00	0.00	0.00	\$850.00	1.00	0.00 Ls	Restoration (Topsoil, Seed and Mulch Blanket)	119
\$6,750.00	50.00	\$0.00	0.00	0.00	\$135.00	50.00	0.00 Syd	Integral 14 inch Pavement Patch	118
\$750.00	30.00	\$0.00	0.00	0.00	\$25.00	30.00	0.00 Ft	Curb and Gutter, F-4	117
\$1,716.00	156.00	\$0.00	0.00	0.00	\$11.00	156.00	0.00 Sft	Sidewalk Ramp, Conc, 6 inch	116
\$448.00	7.00	\$0.00	0.00	0.00	\$64.00	7.00	0.00 Ft	Detectable Warning Surface	115
\$6,500.00	2.00	\$0.00	0.00	0.00	\$3,250.00	2.00	0.00 Ea	Dr Structure, 24 inch inlet	114
\$3,500.00	1.00	\$0.00	0.00	0.00	\$3,500.00	1.00	0.00 Ea	Dr Structure, 48 inch dia	113
\$1,100.00	2.00	\$0.00	0.00	0.00	\$550.00	2.00	0.00 Ea	Dr Inlet Cover	112
\$3,000.00	30.00	\$0.00	0.00	0.00	\$100.00	30.00	0.00 Ft	Storm Sewer, CL IV, RCP, 12 inch, Tr Det A	111
\$450.00	15.00	\$0.00	0.00	0.00	\$30.00	15.00	0.00 Ton	Aggregate Base, 21AA (CC)	110
\$3,500.00	1.00	\$0.00	0.00	0.00	\$3,500.00	1.00	0.00 Ls	Station Grading	109
\$260.10	17.34	\$0.00	0.00	0.00	\$15.00	17.34	0.00 Syd	Sidewalk, Rem	108
\$750.00	50.00	\$0.00	0.00	0.00	\$15.00	50.00	0.00 Syd	Pavt, Rem	107
\$450.00	30.00	\$0.00	0.00	0.00	\$15.00	30.00	0.00 Ft	Curb and Gutter, Rem	106
\$750.00	1.00	\$0.00	0.00	0.00	\$750.00	1.00	0.00 Ea	Dr Structure, Rem	105
\$5,265.00	1.00	\$0.00	0.00	0.00	\$5,265.00	1.00	0.00 Ls	Traffic Maintenance and Control	104
\$4,150.00	1.00	\$0.00	0.00	0.00	\$4,150.00	1.00	0.00 Ls	Mobilization, Max. 10%	103
								Division: G - Orchard Court	Division: G - C
		\$0.00	Retainage						
\$22,475.00		\$0.00	rical Sub-Total:	F - DDA Lanscape/Electrical Sub-Total:	Ţ.				
\$0.00	0.00	\$0.00	0.00	0.00	\$7,000.00	1.00	1.00 Ea	Lighting Control Panel	98
\$0.00	0.00	\$0.00	0.00	0.00	\$1,250.00	1.00	1.00 Ea	In-Grade Light, PL2	97
\$14,875.00	1.75	\$0.00	0.00	0.00	\$8,500.00	7.00	7.00 Ea	Pole and Luminaire, PL1	96
Amount To Date	Quantity To Date	Amount This (Quantity Held	Quantity This Period	Unit Price	Quantity Authorized	Original Quantity	Description	ltem

CONTRACTOR'S DECLARATION

I hereby declare that I have not, during the period October 1, 2019 . to October 31 A.D., 20 19, performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from City of Farmington .
The owner, or his agents, in addition to the regular items set forth in the contract numbered <u>0111-18-0030</u> and dated <u>May</u> . A.D., 20 <u>19</u> , for <u>Oakland Street Reconstruction</u> .
executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time as set forth There (is) (is not) an the itemized statement attached.
Date: November 11, 2019 .
Company: V.I.L. Construction, Inc.
By:
Position: President .

Farmington City Council Staff Report

Council Meeting Date: November 18, 2019

Reference Number 8E

Submitted by: Charles Eudy, Superintendent

Description

Consideration to Authorize Purchase of replacement of Public Services two (2) in-ground vehicle maintenance hoist.

Requested Action

Move to authorize Administrative Staff to purchase and install replacement vehicle maintenance hoist from Allied Equipment

Background

City Administration is requesting the City Council authorization to purchase two (2) vehicle maintenance hoist. The Vehicle Maintenance facility was improved in 1977, including the installation of two (2) in-ground hoist. The smaller (10,000 pound) hoist failed inspection last fall. Repairs to the smaller hoist is 35-50% of the replacement cost. The smaller hoist is nearing its safety limits with the larger pick-up and vans currently used at Public Services.

The larger (40,000 pound) in-ground hoist is only used for the dump-trucks and Vactor. The current large hoist is also being near its safety limits for the dump-trucks and is not able to service the Vactor.

Public Services has reviewed vehicle hoist in use at other communities, counties, and state facilities. Due to our limited area for vehicle service, we recommend to replace the in-ground hoist with above ground hoist. The smaller hoist will be replaced with and 14,000 four post drive on platform. The larger hoist will be replaced with 4 mobile columns rated at 56,000 pounds. Both hoist will be able to service all Public Services pick-up truck, vans, dump trucks, and Vactor. If needed all Public Safety vehicles except the Ladder truck can be serviced on the two hoist.

Quotes were solicited from MiDeal/Sourcewell authorized vendors and other vendors for similar equipment. Other vendors could not provide similar equipment as the MiDeal/Sourcewell vendor.

Allied Equipment

SMO14-EL with Efficiency Kit, Lighting Kit and Airline Kit	\$16,966.98
Flex 414 Wireless Mobile Columns with LED service lamp	\$35,132.10
Adjustable Jack stands	\$3,209.52
Deactivate 2 in-ground hoist	\$3,800.00
Set-up and training	\$3,350.00
	\$62,458.60
Contingency	\$6,250.00
	\$68,708.60

Attachments

Allied Equipment Quote, Equipment Distributors Quote

Vehicle Service Group Sourcewell Equipment Quotation 061015-RRL





Prepared By: Christine Bilz

Quote #: 2019701

Date: 11/11/2019

Requested By:

Quote Expires: 12/11/2019

Payment Terms: 1/2%-15th,NET 30

Warranty: 1yr. Parts & Labor

Note: Quote for equipment and installation.

Project Name: City of Farmington DPW

*If the completion of the installation is delayed more than one month due to governmental entity delays (i.e. electrical etc.), then Rotary can request partial payment for the portion of work completed (both equipment and installation).

Model No.	Description	Unit Price Ea.	Qty.	Extended Price
SMO14-EL	4 Post 14,000lb Capacity Open Front With	\$ 7,427.18	1	\$ 7,427.18
	215" Wheelbase			
S100077KIT	Efficiency Kit Includes (2) Rolling Jacks and	\$ 6,371.31	1	\$ 6,371.31
	(1) Internal Airline Kit			
FC5393BK	Shim Kit	\$ 227.69	1	\$ 227.69
FA5700	Light Kit Four 48" Wands	\$ 690.80	1	\$ 690.80
XXX SM/AR	Installation includes mechanical install for	\$ 2,250.00	1	\$ 2,250.00
	labor and travel			
	*does not include electric or concrete work			
XXX01CTT	Installation to deactivate (2) inground lifts	\$ 3,800.00	1	\$ 3,800.00
	*does not include pea gravel or cement			
	work			
Flex 414	Portable (4) Column Lift56,000lb Capacity	\$ 34,475.49	1	\$ 34,475.49
	With Remote Control Operation and 24VDC			
	Battery			
RS18YL	Adjustable Jack Stands 56.1"-82.3"	\$ 802.38	4	\$ 3,209.52
M140148BK	LED Service Lamp	\$ 656.61	1	\$ 656.61
XXX MOB	Setup and Training	\$ 3,350.00	1	\$ 3,350.00
-	*does not include any applicable sales tax			
Freight	Pre Paid By Rotary			
i reigni	IFIE FAIL DY RULAIY	<u> </u>	Total Price:	\$ 62.458.6

Total Price: \$ 62,458.60

ADDITIONALTERMS AND CONDITIONS: By submitting a purchase order to Vehicle Service Group, LLC. (VSG), customer accepts and agrees to these terms and conditions as additional terms to the extisting agreement between the parties referenced on the face of this quotation (Existing Agreement), notwithstanding anything to the contrary contained therein. All additional or different terms and conditions contained in Customer's purchase order are hereby rejected. No additional or different terms or conditions, or any modifications, changes, or amendments to these terms of the existing agreement shall be binding on VSG, unless expressly accepted by VSG in writing.

DISCLAIMER: Notwithstanding anything to the contrary in the Existing Agreement, VSG shall not be liable for any loss, damage or additional costs arising from unforeseen conditions affecting installation, including but not limited to contaminated soil, bed rock, in-floor heating system, high water conditions, or any othertype of in-ground conditions. Customer acknowledges and agrees that Customer shall be responsible for any additional costs due to such conditions, in addition to the installation price set forth herein.

DELAY: Notwithstanding anything to the contrary in the Existing Agreement, if delivery of the equipment or completion of the work is delayed by more than thirty (30) days due to the acts or ommission of Customer or any third party other than VSG or its subcontractors, VSG may require Customer to render payment for equipment manufactured or delivered, and portions of the work completed, within thirty (30) days from the date of VSG's invoice, in the amounts set forth in such invoice.

*Cancelled orders or returned goods are subject to 20% restocking fee.

 Sourcewell
 061015-RRL
 Rotary Lift

 Contract Period:
 2/10/2022
 2700 Lanier Dr.

 CAGE #:
 7K311
 Madison, IN 47250

Tax ID #: 90-0501347 Chris Bilz, Government Sales Leader

DUNS #: 00-638-2634 **800.445.5438 x5655**

800.578.5438

Equipment Distributors

10099 Radiance Drive Fair Haven, MI 48023

Phone 586--566-8870 Fax 586-566-7415





DATE ESTIMATE
10/29/2019 26399

EquipmentDistributors.Biz

NAME / ADDRESS	Ship To:
City of Farmington	City of Farmington
33720 West 9 Mile Rd.	33720 West 9 Mile Rd.
Farmington, Mi. 48335	Farmington, MI 48335
Charles Eudy 248-473-7250	Charles Eudy 248-473-7250

P.O. NO.		WORK ORDER #	TERMS		TERMS		REP
					WM		
ITEM	CLASS	DESCRIPTIO	N	QTY	TOTAL		
CHG-CLHM-140-4		14,000 lbs. capacity (per column) N Battery powered, wireless, adjustate accommodates wheel diameters fro of 4)	le carriage assembly		38,379.25T		
CHG-CLHM-LS-LK		_	Light Kit - used to illuminate work areas under the vehicle, 2 lights per kit - 1 light per column uses power from				
CHG-CLHM-7-THR		Gas-Assisted Mobile High Stand, 1 53-72 in. adjustable height (Sold as		2	2,328.41T		
CHG-4P14XFX		Auto Lift, 4 Post, 14,000 lb. Capacit Closed Front, ALI/ETL Certified (Ch 4P14XFX)	• 1	1	5,684.25T		
CHG-40230-X		Auto Lift Accessory, Internal air line jack operation, for 4P12XFX & 4019 (Challenger: model 40230-X)		1	322.70T		
CHG-RJ7.5		Auto Lift Accessory, Rolling jack, ai adj. width, 7500 lb. cap. for 4015 se model RJ7.5)		2	4,485.00T		

Subtotal
Sales Tax (0.0%)

TOTAL

Equipment Distributors

10099 Radiance Drive Fair Haven, MI 48023

Phone 586--566-8870 Fax 586-566-7415





DATE ESTIMATE
10/29/2019 26399

EquipmentDistributors.Biz

NAME / ADDRESS	Ship To:
City of Farmington	City of Farmington
33720 West 9 Mile Rd.	33720 West 9 Mile Rd.
Farmington, Mi. 48335	Farmington, MI 48335
Charles Eudy 248-473-7250	Charles Eudy 248-473-7250

P.O. NO.		WORK ORDER#	TERMS	3	REP
					WM
ITEM	CLASS	DESCRIPTIO	N	QTY	TOTAL
Lift Installation		Above Ground Installation (Unless Otherwise stated Electrical are Additional Charge. Excessive Sor grout required due to floor variar We take every effort to minimize flot the nature of the product and instal are not responsible for any floor da In the event that at the time of instate found to be unacceptable for a projunknown in floor obstruction has be agreed and understood to be the cresponsibility. Please Specify options and Provisic Color Power Required Position of Extended Height Option Floor Thickness Floor edge at than 8" \$25 Fee per Epoxy Asymmetric V Ceiling Clearance Bay Length Customer Signature	chimming, Anchors and ince are also additional) for scuffs but due to lation requirements we mages. Illation the cement is one installation or an een damaged it is justomers. The Power unit and expansion cuts less unchor fersametric		1,000.00
Oil		Hydraulic Oil			50.00T
		Inground HD Removal cost to be a	dded.		

Subtotal

\$52,597.31

Sales Tax (0.0%)

\$0.00

TOTAL

\$52,597.31

Farmington City Council Agenda Item

Council Meeting

Date: November 18, 2019

Item Number 8F

Submitted by

Charles Eudy, Superintendent

<u>Agenda Topic</u> Consideration to accept Construction Estimate No. 7 for the 2018 Farmington Roads Maintenance & Rehabilitation

Proposed Motion

Move To Approve Construction estimate No. 7 for the 2018 Farmington Roads Maintenance & Rehabilitation to Hartwell Cement Company

Background In conjunction with the city's consulting engineer's Orchard Hiltz & McCliment Advisors (OHM), bids were solicited for the 2018 Farmington Roads Maintenance & Rehabilitation. The selection of Flanders Street, Lilac Street, and Chesley Street was based upon PASER ratings, other upcoming construction projects, and traffic volumes. The project was awarded to Hartwell Cement Company of Oak Park Michigan at the September 17, 2018 Council Meeting.

Hartwell Cement Company resumed work in mid-April and has made great progress on Lilac, Flanders, Chesley, and Brittney Hill Street's. OHM recommends to authorize Payment Application #7 in the amount of \$57,464.68 for work completed from September 30, 2019 to November 1, 2019 and to maintain the retainage of \$33,008.21 held by the City of Farmington for this project. Total earnings this period was for traffic control & maintenance, concrete removals and placement, and restoration on Brittney Hill. The retainage will be released after final inspection at the closing of the contract.

The remaining 4,340 pounds quantity of crack sealing/overband will be reserved to be used in the Chatham Hills area, this could be increased to 10,524 pounds to meet contract quantities. Due to the unusual cold weather, additional crack sealing/overbanding will not proceed until weather conditions meet MDOT requirements.

Materials Attached

OHM Payment Application No. 7



November 12, 2019

Mr. Chuck Eudy DPW Superintendent City of Farmington 33720 W. 9 Mile Road Farmington, Michigan 48335

Regarding: 2018 Farmington Roads Maintenance & Rehab

OHM Job No. 0111-18-0020

Dear Mr. Eudy:

Enclosed are Payment Application No. 7 and Contractor Declaration for the referenced project. Hartwell Cement Company has completed the work shown on the attached payment application for the period ending November 1, 2019 and we would recommend payment to the Contractor in the amount of **\$57,464.68**.

Sincerely, OHM Advisors

Matt Parks, P.E.

cc: Ron O'Malley, Hartwell Cement (via e-mail)

Lindsay O'Malley, Hartwell Cement (via e-mail)

Mitch Master, OHM (via e-mail) Richard Hetu, OHM (via e-mail)

File

PAYMENT APPLICATION



Project: City of Farmington - 2018 Farmington Roads Maintenance & Rehabil	itation				Number: 0111-18-0020
				Numbe	
				Period End Date	
OWNER: City of Farmington	CONTRACT	OR: Hartwell Cement Company			s: Approved
23600 Liberty Street		21650 Fern Avenue		Contract Start Date	e: 10/2/2018
				Contract End Date	e: 6/3/2019
Farmington, MI 48335		Oak Park, MI 48237		Contract Duration	n: 244
(248) 474-5500		(248) 548-5858		Print Date	e: 11/12/2019
SCHEDULE On STATUS:					
NOTE:					
Original Contract Amount:	\$459,390.20	Change Order 1:	\$4,207.50	Earnings This Period:	\$57,464.68
Change Orders Amount:	\$200,774.00	Change Order 2:	\$27,380.00	Earnings To Date:	\$637,344.12
Current Contract Amount:	\$660,164.20	Change Order 3:	\$169,186.50	Previous Retainage Amount:	\$33,008.21
			\$200,774.00	Retainage This Period:	\$0.00
				Less Total Retained To Date:	\$33,008.21
				Net Earned:	\$604,335.91
				Previous Earnings:	\$546,871.23
Retainage: 5 % of Contract Including Previous Change Orders Amount				Amount Due Contractor:	\$57,464.68
Approved By					
Chuck Eudy - Public Works Superintendent - City of Farmington	າ			Date	
Recommended By					
Matt Parks, Principa	ıl			Date 11/12/2019	

Items

Item	Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity To Date	Amount To Date
Division: A -	- Miscellaneous								
1	Mobilization, Max 5%	1.00 Ls	1.00	\$21,000.00	0.00	0.00	\$0.00	1.00	\$21,000.00
2	Audio Video Route Survey	1.00 Ls	1.00	\$1,200.00	0.00	0.00	\$0.00	1.00	\$1,200.00
3	Traffic Maintenance and Control	1.00 Ls	1.00	\$4,500.00	0.00	0.00	\$0.00	1.00	\$4,500.00
4	Underdrain, Subgrade, 6 inch	100.00 Ft	100.00	\$15.00	0.00	0.00	\$0.00	24.00	\$360.00
5	Subgrade Undercutting, Typ II (Special)	150.00 Cyd	150.00	\$40.00	0.00	0.00	\$0.00	0.00	\$0.00
6	Subgrade Undercutting, Type II (Modified)	150.00 Cyd	150.00	\$40.00	0.00	0.00	\$0.00	16.30	\$652.00
7	Maintenance Aggregate, 21AA	14.00 Ton	14.00	\$45.00	0.00	0.00	\$0.00	0.00	\$0.00
8	Hand Patching	5.00 Ton	5.00	\$350.00	0.00	0.00	\$0.00	0.00	\$0.00
9	Conc Pavt with Integral Curb, Nonreinf, 6 inch	130.00 Syd	130.00	\$64.00	0.00	0.00	\$0.00	0.00	\$0.00
10	Conc Pavt with Integral Curb, Nonreinf, 7 inch	50.00 Syd	50.00	\$69.00	0.00	0.00	\$0.00	2820.24	\$194,596.56
11	Conc Pavt with Integral Curb, Nonreinf, 9 inch	25.00 Syd	25.00	\$95.00	0.00	0.00	\$0.00	0.00	\$0.00
12	Sprinkler Line, up to 2 inch	150.00 Ft	150.00	\$25.00	0.00	0.00	\$0.00	0.00	\$0.00
13	Sprinkler Head, Remove and Reset	10.00 Ea	10.00	\$40.00	0.00	0.00	\$0.00	0.00	\$0.00
14	Sprinkler Head, Replace	10.00 Ea	10.00	\$40.00	0.00	0.00	\$0.00	0.00	\$0.00
					A - Miscella	neous Sub-Total:	\$0.00	-	\$222,308.56
						Retainage	\$0.00		
Division: B -	- Flanders Street								
15	Erosion Control, Inlet Protection, Fabric Drop	12.00 Ea	12.00	\$200.00	0.00	0.00	\$0.00	0.00	\$0.00
16	Remove Pavement	2461.00 Syd	2461.00	\$12.00	0.00	0.00	\$0.00	2821.66	\$33,859.92
17	Remove Sidewalk	295.00 Syd	295.00	\$9.00	0.00	0.00	\$0.00	417.61	\$3,758.49
18	Aggregate Base, 21AA, Limestone	334.00 Ton	334.00	\$26.00	0.00	0.00	\$0.00	332.85	\$8,654.10
19	Sidewalk Ramp, Conc, 6 inch	1344.00 Sft	1344.00	\$9.00	0.00	0.00	\$0.00	1481.00	\$13,329.00
20	Sidewalk, Conc, 4 inch	1308.00 Sft	1308.00	\$6.00	0.00	0.00	\$0.00	2342.50	\$14,055.00
21	Detectable Warning Surface	160.00 Ft	160.00	\$40.00	0.00	0.00	\$0.00	155.00	\$6,200.00
22	Conc Pavt with Integral Curb, Nonreinf, 6 inch	2461.00 Syd	2461.00	\$64.00	0.00	0.00	\$0.00	0.00	\$0.00
23	Overband Crack Fill	47674.00 Lbs	47674.00	\$1.30	0.00	0.00	\$0.00	37150.00	\$48,295.00
24	Adjust Drainage/Utility Structure	9.00 Ea	9.00	\$300.00	0.00	0.00	\$0.00	3.00	\$900.00
25	Dr Structure Cover	4.00 Ea	4.00	\$500.00	0.00	0.00	\$0.00	2.00	\$1,000.00
26	Adjust Drainage/Utility Structure, Additional Depth	4.00 Ft	4.00	\$300.00	0.00	0.00	\$0.00	2.00	\$600.00
27	Pavt Mrkg, Polyurea, 6 inch, Crosswalk	960.00 Ft	960.00	\$4.00	0.00	0.00	\$0.00	0.00	\$0.00
50	Curb & Gutter Removal	0.00 Lft	400.00	\$12.00	0.00	0.00	\$0.00	323.00	\$3,876.00
51	F1 Curb & Gutter	0.00 Lft	400.00	\$39.00	0.00	0.00	\$0.00	323.00	\$12,597.00
					B - Flanders	Street Sub-Total:	\$0.00	_	\$147,124.51
						Retainage	\$0.00		

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Item	Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity To Date	Amount To Date
Division: C	- Chesley Drive								
28	Erosion Control, Inlet Protection, Fabric Drop	1.00 Ea	1.00	\$200.00	0.00	0.00	\$0.00	0.00	\$0.00
29	Remove Pavement	233.00 Syd	233.00	\$12.00	0.00	0.00	\$0.00	244.94	\$2,939.28
30	Remove Sidewalk	28.00 Syd	28.00	\$9.00	0.00	0.00	\$0.00	29.95	\$269.55
31	Station Grading	1.50 Sta	1.50	\$100.00	0.00	0.00	\$0.00	0.55	\$55.00
32	Aggregate Base, 21AA, Limestone, 8"	202.00 Syd	202.00	\$12.50	0.00	0.00	\$0.00	244.94	\$3,061.75
33	Sidewalk Ramp, Conc, 6 inch	140.00 Sft	140.00	\$9.00	0.00	0.00	\$0.00	72.00	\$648.00
34	Sidewalk, Conc, 4 inch	161.00 Sft	161.00	\$6.00	0.00	0.00	\$0.00	115.00	\$690.00
35	Detectable Warning Surface	15.00 Ft	15.00	\$40.00	0.00	0.00	\$0.00	10.00	\$400.00
36	Conc Pavt with Integral Curb, Nonreinf, 9 inch	233.00 Syd	233.00	\$103.50	0.00	0.00	\$0.00	244.94	\$25,351.29
37	Adjust Drainage/Utility Structure	2.00 Ea	2.00	\$300.00	0.00	0.00	\$0.00	2.00	\$600.00
38	Turf Establishment	1.50 Sta	1.50	\$10.00	0.00	0.00	\$0.00	0.55	\$5.50
					C - Chesley	Drive Sub-Total:	\$0.00	-	\$34,020.37
						Retainage	\$0.00		
	Lilac Street								
39	Erosion Control, Inlet Protection, Fabric Drop	1.00 Ea	1.00	\$200.00	0.00	0.00	\$0.00	0.00	\$0.00
40	Remove Pavement	709.00 Syd	709.00	\$12.00	0.00	0.00	\$0.00	811.22	\$9,734.64
41	Remove Sidewalk	35.00 Syd	35.00	\$9.00	0.00	0.00	\$0.00	73.89	\$665.01
42	Station Grading	2.50 Sta	2.50	\$100.00	0.00	0.00	\$0.00	2.26	\$226.00
43	Aggregate Base, 21AA, Limestone, 8"	675.00 Syd	675.00	\$12.50	0.00	0.00	\$0.00	678.00	\$8,475.00
44	Sidewalk, Conc, 4 inch	310.00 Sft	310.00	\$6.00	0.00	0.00	\$0.00	447.50	\$2,685.00
45	Conc Pavt with Integral Curb, Nonreinf, 7 inch	649.00 Syd	649.00	\$65.00	0.00	0.00	\$0.00	699.78	\$45,485.70
46	Conc Pavt, Driveway	57.00 Syd	57.00	\$60.00	0.00	0.00	\$0.00	140.83	\$8,449.80
47	Adjust Drainage/Utility Structure	2.00 Ea	2.00	\$300.00	0.00	0.00	\$0.00	2.00	\$600.00
48	Turf Establishment	2.50 Sta	2.50	\$10.00	0.00	0.00	\$0.00	2.26	\$22.60
49	Temp 6" Concrete	0.00 Sft	841.50	\$5.00	0.00	0.00	\$0.00	841.50	\$4,207.50
52	Catch Basin 2' dia., w/2' sump	0.00 Ea	2.00	\$2,500.00	0.00	0.00	\$0.00	2.00	\$5,000.00
53	SDR 26 Sewer Pipe	0.00 Lft	33.00	\$60.00	0.00	0.00	\$0.00	33.00	\$1,980.00
					D - Lilac	Street Sub-Total:	\$0.00		\$87,531.25
						Retainage	\$0.00		
Division: E -	Brittany Hill Lane								
54	Mobilization	0.00 Ls	1.00	\$3,200.00	0.00	0.00	\$0.00	1.00	\$3,200.00
55	Audio Video Route Survey	0.00 Ls	1.00	\$1,125.00	0.00	0.00	\$0.00	0.00	\$0.00
56	Traffic Maintenance and Control	0.00 Ls	1.00	\$1,800.00	0.25	0.00	\$450.00	1.00	\$1,800.00
57	Subgrade Undercutting, Type II (Modified)	0.00 Cyd	100.00	\$40.00	0.00	0.00	\$0.00	5.00	\$200.00
58	Erosion Control, Inlet Protection, Fabric Drop	0.00 Ea	4.00	\$200.00	0.00	0.00	\$0.00	0.00	\$0.00
59	Remove Pavement	0.00 Syd	1600.00	\$12.00	339.62	0.00	\$4,075.44	1621.12	\$19,453.44
60	Aggregate Base, 21AA Limestone	0.00 Ton	350.00	\$26.00	0.00	0.00	\$0.00	0.00	\$0.00
61	Overband Crack Fill	0.00 Lbs	4340.00	\$1.30	0.00	0.00	\$0.00	0.00	\$0.00

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City of Farmington - 2018 Farmington Roads Maintenance & Rehabilitation

Item	Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity To Date	Amount To Date
62	Adjust Drainage/Utility Structure	0.00 Ea	4.00	\$300.00	0.00	0.00	\$0.00	0.00	\$0.00
63	Maintenance Aggregate, 21AA	0.00 Ton	40.00	\$45.00	0.00	0.00	\$0.00	0.00	\$0.00
64	Topsoil, Seed & Mulch	0.00 Syd	377.00	\$3.50	34.64	0.00	\$121.24	34.64	\$121.24
65	Concrete Pavement w/Integral Curb, Non-reinforced, 8 inch	0.00 Syd	1600.00	\$75.00	704.24	0.00	\$52,818.00	1621.13	\$121,584.75
					E - Brittany Hil	l Lane Sub-Total:	\$57,464.68		\$146,359.43
						Retainage	\$0.00		

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CONTRACTOR'S DECLARATION

I HEREBY DECLARE THAT I HAVE NOT, during the period of <u>October 1, 2019</u> to <u>November 1</u>, A.D., 20<u>19</u> performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for or claim compensation from the City of Farmington or his agents, in addition to the regular terms set forth in the Contract Number <u>0111-18-0020</u> and dated <u>December 6</u>, A.D., 20<u>18</u> for the agreement executed between myself and the OWNER, and in the Change Orders for work issued by the OWNER in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

There (is) (is not) an itemized statement attached.

Date: November 1, 2019

HARTWELL CEMENT COMPANY

BY: Ronald O'Malley

TITLE: President

Farmington City Council Staff Report

Council Meeting Date: November 18, 2019 Item Number 8G

Submitted by: Charles Eudy, Superintendent

Agenda Topic: Bel-Aire Sewer Pre-lining CCTV inspection

<u>Proposed Motion</u>: Move to approve payment No.2 to Pipeline Management for CCTV inspection of sanitary sewers in the Bel-Aire area.

Background:

At the September 3, 2019 meeting City Council approved Pipeline Management to conduct CCTV inspections of the sanitary sewer in the Bel-Aire area. Pipeline Management has completed the CCTV inspections and delivered those inspection reports to the City and Orchard Hiltz & McCliment (OHM). Pipeline Management inspected 13,690+/- lineal feet of sanitary sewer at a cost of \$49,985.50.

OHM will be reviewing the inspection reports over the next several weeks, and consulting with both City Administration and Pipeline Management of the extent of repairs needed in the inspected areas.

OHM recommends the release of retainage of \$12,485.50 (25%) of the total cost of the CCTV inspection.

Materials:

OHM letter for Recommendation of Payment



November 13, 2019

Mr. David Murphy City Manager City of Farmington 23600 Liberty Street Farmington, MI 48335

RE: Recommendation for Remaining Balance Payment of Pre-Televising Invoices for the Bel-Aire Subdivision

Dear Mr. Murphy:

OHM has completed reviewing the reports and videos provided by Pipeline Management. At this time, we recommend the remaining balance of the invoices provided by Pipeline be paid (remaining 25%). The data was reviewed and in general, we agree with the recommendations provided by Pipeline.

If you have any questions or comments, please don't hesitate to contact me at (734) 522-6711.

Sincerely,

OHM Advisors

Jessica L. Howard, Project Engineer

cc: Chuck Eudy, Public Works Superintendent

Matthew Parks, OHM Advisors

Farmington City Council Staff Report

Council Meeting
Date: November 18, 2019

Item Number 8H

Submitted by: David Murphy, City Manager

Agenda Topic: Consideration to Amend Fiscal Year 2019-20 Budget

Proposed Motion:

Move to adopt Budget Amendment Resolution #3 amending Fiscal Year 2019-20 Budget.

Background:

The City's budget is adopted on a fiscal year basis, July 1 – June 30. Unfortunately, many of the City's projects take place during the summer and often span year end. Guessing how much of the project will occur in each fiscal year is difficult and forcing contractors to work within a specific fiscal year is expensive. As a result, Administration allocates the total cost of a project between fiscal years and when budget is not used in one fiscal year, the budget is added to the next fiscal year through a budget amendment. Attached is the budget amendment moving funds from the 2018/19 fiscal year to the 2019/20 fiscal year. None of the items on the budget amendment represent non budgeted expenditures. They are just a reallocation of budget from one fiscal year to the next.

Materials: Budget Amendment Resolution #3 2019-20

CITY OF FARMINGTON

RESOLUTION _____

Motion by,_____seconded by,_____

Budget Amendment No 3

Fund: General Fund

Public Safety \$45,214

Transfer to Fund Balance

Federal Grants \$95,539

\$50,325

To Provide funds for camera grant originally budgeted in 18/19

Fund: General Fund

State Shared Revenue \$11,500

Fund Balance \$11,500

Redevelopment liquor license received in 18/19 not 19/20

Fund: General Fund

Public Services \$113,756

Transfer In, Capital Improvement Fund \$113,756

To provide funds for payment of US-16 Drain originally provided for in 18/19 Budget

Fund: Capital Improvement Fund

Transfer Out, General Fund \$113,756

Fund Balance \$113,756

To provide funds for payment of US-16 Drain originally provided for in 18/19 Budget

Fund: General Fund

Recreation and Culture \$10,000

Transfer In, Capital Improvement Fund \$10,000

To provide funds for Flanders plantings originally provided for in 18/19 Budget

Fund: Capital Improvement Fund

Transfer Out, General Fund \$10,000

Fund Balance \$10,000

To provide funds for Flanders plantings originally provided for in 18/19 Budget

Fund: Major Street Fund

Construction \$47,000

Fund Balance \$47,000

To provide funds for Oakland Street project originally provided for in 18/19 Budget

Fund: Major Street Fund

Construction \$5,000

Fund Balance \$5,000

To provide funds for Sidewalk project originally provided for in 18/19 Budget

Fund: Major Street Fund

DDA Contribution \$136,820

Fund Balance \$136,820

To remove funds for Oakland Street project originally provided for in 19/20 Budget but contributed in 18/19

Fund: Local Street Fund

Construction \$45,000

Fund Balance \$45,000

To provide funds for Sidewalk project originally provided for in 18/19 Budget

Construction	\$70,000	\$70,000				
Transfer, Municipal Street Fund To provide funds for Flanders project originally provided for in 18/19 Budget						
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Fund: Municipal Street Fund	* 70.000					
Transfer, Local Street Fund Fund Balance	\$70,000	\$70,000				
To provide funds for Flanders project or	iginally provided for in 18/19 Budget	ψ1 0,000				
w						
Fund: Water and Sewer Fund Construction	\$22,000					
Fund Balance	V 22,500	\$22,000				
To provide funds for Oakland Street pro	ject originally provided for in 18/19 Budget					
Fund: Water and Sewer Fund						
Construction	\$40,000					
Fund Balance	• •	\$40,000				
To provide funds for Pump and SCADA	water projects originally provided for in 18/19	Budget				
BE IT FURTHER RESOLVED that the City	Treasurer is hereby authorized to pay all claims a	and				
	ing appropriations provided that said claims and					
authorized to make such expenditures, and	by Council, Board, Commission or other City Offic	er				
•						
	Manager shall prepare for the Council a financial	report				
each quarter on the status of City funds as	contained within the City budget.					
Roll Call:						
Ayes:						
Nays: Absent:						
RESOLUTION DECLARED ADOPTED	MARY J. MULLISON, CIT	V CI ERK				
	WART O. MOLLIOON, OH	OLLINI				
I Many I Mullippy duly puthorized Clar	ly for the City of Formington, do horsely contif	, that the				
foregoing is a true and correct copy of a	k for the City of Farmington, do hereby certify resolution adopted by the Farmington City Co er 16, 2019 in the City of Farmington, Oakland	uncil at a				
Michigan.	. 10, 2010 III the Oily of Familington, Oakland	a County,				
	MARY J. MULLISON, CIT	Y CLERK				

Fund: Local Street Fund