



Regular City Council Meeting  
7:00 p.m., Monday, December 17, 2018  
City Council Chambers  
23600 Liberty Street  
Farmington, MI 48335

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## REGULAR MEETING AGENDA

1. **ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENT**
4. **APPROVAL OF ITEMS ON CONSENT AGENDA**
  - A. **Farmington Monthly Payments Report**
  - B. **Farmington Public Safety Monthly Report**
  - C. **Accept City of Farmington Board and Commission Minutes**
  - D. **Farmington City Council Meeting Minutes**
  - E. **Accept Board & Commission Resignation**
  - F. **Resolution to Adopt the City of Farmington Emergency Support Plan**
5. **APPROVAL OF REGULAR AGENDA**
6. **UNFINISHED BUSINESS**
  - A. **Second Reading – Cross Walk Ordinance**
7. **NEW BUSINESS**
  - A. **Consideration to accept change order 1 and construction estimate 1 for 2018 Farmington Roads Maintenance & Rehabilitation**
  - B. **Consideration to approve change order no. 7 and construction estimate no.4 (final), for the Farmington DPW wall repair and roof replacement project**
  - C. **Consideration to accept change order no. 1 and construction estimate no. 1 (final) for the Lilac Street Water Main Improvement Project**
  - D. **Consideration to adopt Oakwood Cemetery crypt lot fees**
  - E. **Consideration to ratify payment to Oakland County Water Resource Commissioner for the SCADA (Supervisory Control and Data Acquisition) equipment improvements**
  - F. **Consideration to approve change order no. 1 and construction estimate no. 1 for the Shiawassee Streambank Stabilization**
  - G. **Consideration to approve change order no.1 and construction estimate no.2 (final) for the 2018 Smithfield, Farmington, Grace Street Maintenance Project**
  - H. **Consideration to allow private parties to be held at Riley Park Ice Rink**
8. **DEPARTMENT COMMENT**

- 9. CITY COUNCIL COMMENTS**
- 10. CLOSED SESSION: Collective Bargaining Negotiation**
- 11. ADJOURNMENT**

<b>Farmington City Council Agenda Item</b>		<b>Council Meeting Date:</b> December 17, 2018	<b>Item Number 4A</b>
<b>Submitted by:</b> Amy Norgard, Controller			
<b><u>Agenda Topic</u></b> Farmington Monthly Payments Report – November 2018			
<b><u>Proposed Motion</u></b> Approve Farmington Monthly Payments Report – November 2018			
<b><u>Background</u></b> See attachment			
<b><u>Materials Attached</u></b> Monthly Payments Report 113018			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>

# CITY OF FARMINGTON - MONTHLY PAYMENTS REPORT

**MONTH OF NOVEMBER 2018**

<b>FUND #</b>	<b>FUND NAME</b>	<b>AMOUNT:</b>
101	GENERAL FUND	\$ 388,714.66
202	MAJOR STREET FUND	\$ 16,213.22
203	LOCAL STREET FUND	\$ 9,348.82
592	WATER & SEWER FUND	\$ 276,688.94
595	FARMINGTON COMMUNITY THEATER FUND	\$ 39,788.58
640	DPW EQUIPMENT REVOLVING FUND	\$ 2,894.33
701	AGENCY FUND	\$ 12,359.53
736	PUBLIC EMPLOYEE HEALTH CARE FUND	\$ 63,454.32
	<b>TOTAL CITY PAYMENTS ISSUED:</b>	<b>\$ 809,462.40</b>
136	47TH DISTRICT COURT FUND	\$ 157,564.35
248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$ 11,172.72
290	FRIENDS OF THE GOVERNOR WARNER MANSION	\$ 0.00
	<b>TOTAL OTHER ENTITIES PAYMENTS ISSUED:</b>	<b>\$ 168,737.07</b>
	<b>TOTAL PAYMENTS ISSUED</b>	<b>\$ 978,199.47</b>

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



# CITY OF FARMINGTON - ACH PAYMENTS REPORT

**MONTH OF NOVEMBER 2018**

<b>TRANSFER FROM:</b>	<b>TRANSFER TO:</b>	<b>DESCRIPTION:</b>	<b>AMOUNT:</b>
Agency Tax	Farmington Public Schools	Tax Payment #10	7,250.05
Agency Tax	Oakland County	Tax Payment #10	15,075.21
Agency Tax	Farmington Comm. Library	Tax Payment #10	992.51
General Fund	Chase (Payroll Acct)	Direct Deposit Payroll	335,065.15
General Fund	Federal Gov't	W/H & FICA Payroll	119,695.21
General Fund	MERS	October Transfer	57,148.46
General Fund	MERS HCSP	October Transfer	4,040.00
Agency	Total Administrative Services Corp.	Flexible Spending Accounts	2,385.26
	<b>TOTAL CITY ACH TRANSFERS</b>		<b>541,651.85</b>
Court Fund	Chase (Payroll Acct)	Direct Deposit Payroll	130,204.98
Court Fund	Federal Gov't	W/H & FICA Payroll	43,764.47
Court Fund	Total Administrative Services Corp.	Flexible Spending Accounts	2,089.92
Court Fund	ICMA	Health Savings/401 Accounts	1,612.93
	<b>TOTAL OTHER ENTITIES ACH TRANSFERS</b>		<b>177,672.30</b>



**FARMINGTON PUBLIC SAFETY DEPARTMENT**

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

**MONTHLY PUBLIC SAFETY SUMMARY – NOVEMBER 2018**

**Open Alcohol – Motor Vehicle**

On November 6, 2018 at approximately 7:54 pm an officer stopped a vehicle in the area of Grand River Ave. and Hawthorne for a broken tail light. As a result of the stop and contact with the driver the officer observed beer cans and a half full bottle of Jonnie Walker Black Label in plain view. The 36 year old male was issued a citation for possessing open intoxicants in a motor vehicle and released at the scene.

**Animal – Leash Ordinance**

On November 08, 2018 at approximately 10:10 am a commander responded to the area of Marblehead and Beacon for a report of a dog bite. The subsequent investigation revealed that German Shepard on Marblehead broke away from its owner and attacked a dog that was being walked by its owner. The victim dog sustained minor injuries. The 29 year old male owner of the German Shepard was issued a citation and agreed to cover the emergency care of the attacked animal.

**Larceny of Personal Property from a Vehicle**

On November 10, 2018 at approximately 3:26 pm a sergeant took a front desk report regarding the theft of personal property. The victim and resident of Drakeshire Apartments reported that between November 6<sup>th</sup> and 7:00 pm and November 7<sup>th</sup> at 8:30 am items were taken from their unlocked vehicle. There are no suspects or other reported occurrences in the area reported.

**Damage to Business Property**

On November 12, 2018 at approximately 9:41 am an officer responded to a Farmington Insurance Agency for a report of damage to the front (glass) door of the business. The business owner reported that the damage occurred some-time between 5:30 pm on 11/09 and 09:00 am on 11/12. The cause of the damage is unknown.

**Prowler**

On November 12, 2018 at approximately 8:20 pm officers responded to a residence on Alta Loma for a report that an unknown subject wearing a white hoodie who entered an open garage and fled prior to the arrival of police. Nothing was found to damaged/missing. The area was checked and neighbors canvassed, but no further leads or information became available.

**Stolen Automobile (UDAA)**

On November 13, 2018 at approximately 8:06 am a resident on Maple reported that their vehicle was stolen some-time between 1:00 am and 8:00 am on 11/13. The officer noted that the victim could not recall if the vehicle was locked or unlocked, but advised that a spare key was in the

center console of the vehicle. The officer reported the theft to OnStar who located the vehicle in Taylor, Michigan. Taylor Police were notified and located the vehicle, which was recovered undamaged. Farmington Detectives processed the vehicle for evidence and submitted their finding to the laboratory for evaluation. The investigation is open and ongoing.

### **Larceny in a Building**

On November 14, 2018 at approximately 9:47 pm officers responded to a Farmington multi-tenant condominium complex for a report of the theft of personal items from a storage area. The victim reported that her basement storage locker had been entered and a number of items taken. Entry into the locker was gained by removing the exposed screws to the hinge. A Detective has been assigned the case and will conduct further follow up.

### **Open Alcohol – Motor Vehicle**

On November 19, 2018 at approximately 1:07 am an officer stopped a vehicle in the area of Nine Mile and Gill. The officer determined that the vehicle was uninsured. The 18 year old male driver had a suspended driver's license (DWLS) and active warrants out of other jurisdictions for his arrest. The driver was subsequently arrested. While conducting a search of the vehicle the officer discovered a small amount of powder cocaine in a jacket that the driver, when questioned, stated was his. The driver was transported to jail and during the booking process the officer discovered that the driver was in possession of marijuana that was concealed in his underwear. The Oakland County Prosecutors Office reviewed the case and authorized charges for possession of cocaine, DWLS (2<sup>nd</sup>).

### **Possession of Marijuana & Narcotic Equipment**

On November 24, 2018 at approximately 1:33 am an officer stopped a vehicle in the area of Farmington and Chesley. The officer determined that the vehicle was uninsured. As a result of the traffic stop, the officer learned that the 19 year old male driver was driving with a suspended driver's license, the 22 year old female (front seat) passenger had an active warrant for her arrest out of multiple jurisdictions, and the 30 year old male (rear) passenger was in possession of marijuana, narcotic equipment and had active warrants for his arrest out of multiple jurisdictions.

### **Malicious Destruction of Property**

On November 25, 2018 at approximately 9:51 pm officers responded to a report of an altercation between a motorist and a subject that departed on foot. The subsequent investigation revealed that a 41 year old male Farmington resident confronted a 70 year old female driver who was visiting a family member and patient at a Farmington health care facility. The male subject stated that he was upset with the female's use of her car alarm. The female stated that she activates her alarm because she is afraid to walk alone from the building to her vehicle, stating that the alarm is to scare off anyone nearby while she walks alone to her vehicle. Startled at the presence of the male subject, the female attempted to drive away. The male subject kicked the vehicle as it drove past him. Officers noted damage was caused to the

driver side rear of the vehicle. The male subject was issued a citation for malicious destruction of property.

### False Reporting - Felony

On November 26, 2018 at approximately 8:50 pm a sergeant stopped a vehicle in the area of Orchard Lake and Grand River Ave after finding that the registered owner had a suspended driver's license and an outstanding warrant for parole violation (armed robbery). Prior to making contact with the driver the sergeant noted that the driver was slumped over. At 8:51 pm a 911 caller reported that a b/m carrying an AK47 was walking into Jet's Pizza at Grand River and Orchard Lake – the caller stated their phone was dying and hung up. The armed robbery reported was investigated by other Farmington officers and was determined to be a false report. The sergeant made contact with the driver who was unable to provide identification – verbally providing a name and date of birth. The sergeant had the driver exit the vehicle for the purpose of further investigation. The subsequent investigation revealed that the driver provided a false name and date of birth and was in possession of the cell phone linked to the phone number that called in the report of the armed robbery at Jet's Pizza. The 36 year old male subject was arrest and later charge with making a false felony police report, DWLS second, and providing false id to a police officer.

### Additional Information

During the month of November, all public safety officers received training in reality-based use of force scenarios. Officers utilized *Simunitions* as a training aid. *Simunitions* provides a realistic firearms training platform with pistols that discharge marker rounds at role players acting as aggressors.

## ABBREVIATED SUMMARY OF OFFENSES

Crime Part	November 2018 Totals	November 2017 Totals	% Change	Year To Date 2018	Year to Date 2017	% Change
Part A	22	16	37.5%	249	280	-11%
Part B	20	17	17.6%	206	292	-29.4%
Part C	977	915	6.7%	10229	10402	-1.6%
Assault	1	2	-50%	34	47	-77.7%
Burglary	0	0	0	2	9	-60%
Larceny	3	1	200%	27	42	-35%
Larceny LFA	1	2	-50%	18	16	12.5%
Narcotics	17	7	57%	121	89	35.9%
OWI	9	9	0	64	78	-17.9%
Traffic Crashes	22	18	22%	258	265	-2.6%
Fire Calls	9	13	-30%	*367	221	*66%
Medical Calls	94	70	34.2%	870	839	3.69%
Traffic Stops	593	540	9.8%	6057	5507	-10.3%
Calls for Service	1093	999	9.4%	11532	11690	-1.35%

\*Includes Fire Inspections

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date: December 17, 2018</b>	<b>Item Number 4C</b>
<b>Submitted by: Melissa Andrade</b>		
<b><u>Agenda Topic:</u> Accept Minutes from City's Boards and Commissions</b>		
<p>CIA: October 2018 DDA: November 2018 Historical: November &amp; December meets canceled Parking: September 2018 Planning: October 2018 ZBA: November and December meets canceled Library: October 2018 Farmington/Farmington Hills Arts Commission: November not yet posted Commission on Children, Youth and Families: November meeting canceled Emergency Preparedness Committee: November 2018</p>		

**CITY OF FARMINGTON  
GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY  
MINUTES  
October 11, 2018**

**CALL TO ORDER**

The Farmington Grand River Corridor Improvement Authority meeting was called to order at 8:10 a.m. by Economic and Community Development Director Christiansen.

Members Present: Accettura, Bowman, Carron, Graham, King, Thomas  
Members Absent: O'Dell  
Staff: Christiansen  
Other: Dan Blugerman, Broker, Thomas A. Duke Company

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

- A. Motion by Carron, supported by Bowman to approve the August 9, 2018 minutes.  
Motion approved unanimously.

**DISCUSSION AND SITE VISIT TO PROPERTIES LOCATED IN DEVELOPMENT AREA E OF THE FARMINGTON DOWNTOWN AREA PLAN AND THE GRAND RIVER CORRIDOR**

The CIA Board discussed the current conditions and existing status of Development Area E of the Farmington Downtown Area Plan and the Grand River Corridor. The Board conducted a site visit of the area, and reviewed and discussed the existing properties.

**PUBLIC COMMENT**

None.

**BOARD COMMENT**

None.

**ADJOURNED AT 9:05 a.m.**



**FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY**  
**Meeting Minutes**  
**Wednesday, November 7, 2018**  
**Farmington City Hall**

The November 7, 2018 meeting was called to order by Todd Craft at 6:05 p.m.

**1. ROLL CALL**

PRESENT: Stephanie Clement, Todd Craft, Sean Murphy, Micki Skrzycki, Kathy Griswold, Steve Schneemann, Rachel Gallagher

ABSENT: Tom Buck, Tom Pascaris

OTHERS PRESENT: Kate Knight, DDA Executive Director

**2. APPROVAL OF ITEMS ON CONSENT AGENDA**

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

- a. Financial Report
- b. Minutes: October 3, 2018 Meeting

**Motion carried 7-0-2.**

**3. APPROVAL OF REGULAR AGENDA**

**Motion by** Schneemann, seconded by Skrycki to approve the November 7, 2018 agenda as presented.

**Motion carried 7-0-2.**

**4. PUBLIC COMMENT**

Call to the Public at 6:06 p.m.

None.

Call to the Public closed at 6:06 p.m.

**5. FINANCIAL SNAPSHOT**

Knight reviewed the September 2018 Financial Snapshot with the Board.

**6. EXECUTIVE DIRECTOR UPDATE**

Metromode has published four pieces thus far as our On the Ground Farmington efforts finish our first month. The story about collaborative effort between downtown businesses is the third most-read piece in Metromode's wider syndication, Second Wave Media, throughout Michigan. Knight requested that the Board please share throughout their networks. The next editorial advisory meeting is scheduled for November 26. Further story ideas for the program, should be passed along to our new project editor, Farmington resident Jenn McKee at [criticaljenn@gmail.com](mailto:criticaljenn@gmail.com). Reach Knight with questions about the program in general.

Website development continues. Thank you to the Board for providing online feedback to Revize to ensure efficient progress. Schneemann and Craft commented that DDA staff should continue with site development and transfer of existing content as regular process with updates upon completion of milestones.

### **Events**

Knight described the work plan for Ladies Night Out on November 15, 5-9pm. To celebrate our first ever autumn LNO, shoppers will receive a passport card at participating merchants. Six punches on the card qualifies the shopper to a What's Up Downtown Farmington gold bag, available at Dress Barn that evening. The full passport may be redeemed once for 10% off at a participating merchant at a later date.

Small Business Saturday is November 24, throughout downtown. Shop small in Downtown Farmington. Holly Days is Saturday, December 1. The DDA is providing branding and promotion support for this Chamber event, located downtown. Holly Days will feature free movies at the Farmington Civic Theater, expanded artisan market shopping at Riley Park, and the Light Up the Grand Parade, culminating in a tree-lighting at the Governor Warner mansion. Merchants are encouraged to stay open for these three consecutive calendar events.

### **Design and Maintenance**

Ten trees and various plant material are on order for end of year installation, providing replacement as recommended by our new Landscape Maintenance and Design Guidelines. Knight presented and discussed lighting plan, crediting Steve Schneemann's firm, S3 Architects, with the design to install festival lighting in Riley Park, spanning from Grand River to the center gable of Sundquist Pavilion. Thank you to S3! Installation is planned immediately, with electricians considering the installation of the ice rink in early December.

Knight updated the Board regarding Michigan Downtown Association Conference she attended on October 11 and 12 with Skryzcki. Knight stated that the conference provided the opportunity to network with peers, presenters and discuss partnership with MEDC regarding eligibility for project funding for economic development and communications. Skryzcki elaborated upon the importance of community building and learning best practices for Michigan Downtowns. She felt that the conference was educational and the presentations supported the direction of Downtown Farmington.



## **7. Events Calendar Update**

Knight presented the updated events calendar for 2019. Consistent with 2018, there will be an additional Ladies Night Out in November. Lunch Beats will return for its second season in 2019. End of season evaluation reported approximately 50 attendees per week. The second season is expected to grow attendance with continued promotional support and sponsorship development. The schedule is proposed to expand from the initial nine concerts in 2018, to a twelve concert schedule, aligning with the Rhythms in Riley Park calendar. Knight proposed to drop the “Z” from Rhythmz in Riley Park to update the brand in 2019. Going forward, the Friday night concert series will be “Rhythms in Riley Park”

**Motion by** Gallagher, seconded by Murphy to approve 2019 DDA events calendar.

**Motion carried 7-0-2.**

## **8. Other Business**

Knight provided general update regarding the ongoing effort to market and sell the Village Mall property. Knight encouraged the Board to connect with her individually for a detailed account of current status.

## **9. Board Comment**

.None

## **10. Adjournment**

**Motion by** Skrzycki, seconded by Murphy to adjourn at 8:18 p.m.

**Motion carried 7-0-2.**

Respectfully Submitted,

Kate Knight  
Executive Director, Farmington DDA

The next regular meeting will be held at 6:00 p.m. on Wednesday, December 5, 2018, in the conference room at Farmington City Hall.

## Meeting notes: Farmington Parking Advisory Committee meeting

Sept. 19, 2018

### Attendees

Kenneth Crutcher <crutcherk@crutcherstudio.com>,

David Murphy <DMurphy@farmgov.com>,

Frank Demers <FDemers@farmgov.com>,

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

Joe Mantey <cheeseladyfarmington@gmail.com>

### Agenda

1. Roll call

2. Approval of the agenda - Murphy made a request to update the agenda to accommodate input that Halas received from PassPort, inc. Halas made a motion to update the agenda. Motion was supported by Crutcher. All were in favor of agenda update.

3. Approval of the August 2018 Parking Advisory Committee Minutes - Approved

4. Public Comments: — None

4.A - Update on Halas' Conversation with Passport, Inc.

Halas had a productive conversation with Passport, Inc. All prior committee questions were answered:

Passport works with communities of our size.

Passport read the Walker Parking study and advised that Farmington could benefit from continued public/private parking partnerships. Passport offered to visit Farmington and speak to the committee about how technology could help encourage partnerships.

Passport confirmed that structural changes to parking lots could be minimal. Limited to the installing physical signs which they would provide.

This feedback generated discussion among the committee. Mantey said that Farmington would have to make a decision about migrating to a paid parking model

before it made sense to further engage Passport, inc. That would also require a discussion among the entire parking committee. Since there were only three members in attendance, it was mutually decided that we would discuss this again when all members could attend. If all agreed that an in person presentation from passport made sense, committee suggested that a presentation should be scheduled in early 2019

Before closing the topic, Halas mentioned that Passport suggested that Farmington investigate modern curb management. Specifically, the possibility of including ride/sharing pick-up and drop-off zones to relieve parking congestion. Crutcher agreed that it was something that the parking committee should recommend to Farmington City Council. Ultimately, Joe Mantey said that topic may be better handled by the planning commission rather than the parking committee.

Murphy mentioned that the city could look into allowing ride sharing services to use bus stops for pick up and drop off of passengers.

#### 5. Discussion on Parking Committee Accomplishments.

Demers said this is a responsibility he would like to assume as it would be easy for him to refer back to the recommendations that the committee has made to City Council. Then, he said he could show which recommendations were implemented.

#### 6. Discuss providing Data-Driven parking solutions in the area of Warner and Thomas Streets.

Murphy said that he had a report that would enable an informed conversation on this topic. He said he would share it with committee members prior to our next meeting. Committee needs to read this report prior to next meeting to be prepared for an informed dialog.

#### 7. Discussion to determine economic value of a parking space in Downtown:

As this item is presented by Galvin, Mantey said discussion on this item would be postponed until our next meeting. All agreed.

#### 8. Discuss best practice for public/private partnership:

Murphy provided an update on his dialog with Chase Bank and the CVS lot. He is hoping to make more progress with both organizations by our next meeting.

## 9. Public Safety Update

Demers provided a report. Overall citations were down from the prior with the exception of Saturday Market Days. More citations were issued for illegal parking. Specific numbers are available in his report.

Demers also agreed that he would apprise repeat offenders by mail that fines would be increasing as a result of the new ordinance.

## 10. Future Items for Discussion -

Crutcher suggested that there may be another solution to motivate private businesses to share their parking spaces. Perhaps businesses that do not offer their parking spaces for public use could be incentivized to do so. This note is purely conceptual as of this writing. It is included here because Crutcher wanted to address this topic at our next meeting with the full committee.

## 11. Committee Comments -

As many future items required the attendance of the full committee, Halas raised a motion to postpone our October meeting to accommodate travel schedules. Chair Mantey cited the bylaws which only allow the chair to cancel a monthly meeting. Chair Mantey said he will notify everyone by email. In preparation for the November meeting, Murphey agreed to send materials to committee members to review.

Crutcher raised a motion to re-order future agendas to begin with Public Safety Update as that data would inform discussion on other agenda items. Halas supported motion. All were in favor.

## 12. Adjourn

FARMINGTON PLANNING COMMISSION PROCEEDINGS  
City Council Chambers, 23600 Liberty Street  
Farmington, Michigan  
October 8, 2018

Chairperson Crutcher called the Meeting to order at 7:00 p.m. at City Council Chambers, 23600 Liberty Street, Farmington, Michigan, on Monday, October 8, 2018

**ROLL CALL**

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

A quorum of the Commission was present.

**OTHER OFFICIALS PRESENT:** Director Christiansen, Recording Secretary Murphy

**APPROVAL OF AGENDA**

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

Kmetzo made a motion to move Item #5, Site Plan Review – Flagstar Bank, to be heard as Item #4, and Item #4, Public Hearing and Consideration of a Special Land Use and Site Plan Review for Proposed Outlot Building with Drive-Thru – World Wide Center, to be heard as Item #5, with second by Waun.

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

**APPROVAL OF ITEMS ON CONSENT AGENDA**

**A. September 10, 2018 Minutes**

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

**SITE PLAN REVIEW – FLAGSTAR BANK, 31230 GRAND RIVER AVENUE**

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

Director Christiansen stated this item is a site plan review for the installation and use of exterior building façade lighting at Flagstar Bank, located at 31230 Grand River Avenue. The Applicant has submitted a site plan application and support materials in order to

install an illuminated LED lightband accent lighting around the exterior perimeter of the existing Bank building.

The existing commercial site is zoned C-2, Community Commercial. Exterior lighting for nonresidential uses is subject to the review and approval of the Planning Commission in accordance with the requirements of Section 35-48 of the Zoning Ordinance. A copy of that section of the Ordinance is attached with the staff report.

The Applicant, Dave Deering, of Flagstar Bank, indicated he would be here at this evening's meeting to present this request to the Commission.

Chairperson Crutcher asked if the Applicant was in attendance.

Roger Briddick, from Archer Sign, stated he was present to represent Flagstar for this item.

Chairperson Crutcher asked him to come to the podium.

Roger Briddick, representing Flagstar Bank, came to the podium.

Director Christiansen indicated there was a lot of information included with the staff report and packet. He asked the Petitioner if he wanted to present that information and the background.

Briddick stated they're proposing an accent band around the building and they are looking just to beautify the building, adding a little bit of light around the building. It is not an exposed light, it is not an exposed neon, it is well enclosed in a cabinet and he provided a sample of the face material to the Commission and pictures of some previously installed units that have been installed around the Metro Detroit area. He provided a colored rendering as well. He stated it will wrap around almost the entire building and stop before the drive-thru lane. He stated they are proposing an accent band around almost the entire building, and he doesn't believe there is a band around the drive-thru area.

He addressed the photo on the screen depicting the proposed lighting, and indicated it is a red band that is fourteen inches tall and presented the style material to the Commission they use for the cabinet which holds the light in quite well. There is no exposed light that reaches the outside, so it's well subdued, less light than most signs you'll see on businesses around the community.

He presented pictures of some that were installed to show the illumination in the evening as well as pictures of daytime views. He stated they feel it is subdued lighting, adds class

to the building and gives a good accent band around the building using enclosed, lower voltage LED lights.

Chiara asked if the lights will be on when the bank is closed and Briddick responded they are on during the evening but off during the day, so they would be on during evening hours starting from nighttime through the morning.

Gronbach stated he didn't see a site plan included in the packet and questioned the Petitioner if there are residential properties that abut the property and Briddick responded that the pictures show the building and he is not certain if there are residential properties beyond that.

Perrot stated there are two houses across and behind.

Director Christiansen put an aerial photo on the screen and stated it is part of the Petitioner's package showing the subject property. This is a site that has three street frontages, Orchard Lake and Grand River, two major thoroughfares, as well as the subdivision street which Perrot mentioned which is Violet Street in the Floral Park Subdivision that's adjacent to the east. He stated it's actually not directly adjacent, there's a green space that's right in between that's actually a separate parcel, you'll see a driveway access that does come off of that a little bit and then to the north, so there is that access out of that point. But it is a commercially zoned piece of property, the intersection primarily on the northeast corner of Orchard Lake and Grand River.

Gronbach followed up by asking the Petitioner if the other locations where they have installed these, were they done completely around the building, or would it not extend in the back if it abutted a residential property.

Briddick responded that they have installed these in several cities across Southeast Michigan and whether they wrap around the building or not depends mainly on the construction of the building and the architecture, whether the building lends itself to wrap all the way around it. They also look at whether customers are going to be driving around the back for continuing it, so they see this lightband fully.

Director Christiansen put on the screen the first graphic the Petitioner had in their packet of information, it does show a location then numerically portions of the band as proposed and it is intended around the complete perimeter, the exterior of the building which is shown on the screen. He stated the dashed line is the drive-thru portion so it is intended around the entire perimeter of the building.

Gronbach asked if the photos are of the actual building with the mockup of the red and the Petitioner responded yes, it is the actual building and the red is the rendering, those are not existing, he said primarily there is a brown or tan façade around the building now.

Chairperson Crutcher asked if this is part of the branding of Flagstar Bank and Briddick responded yes, that Flagstar wants to accentuate and beautify their buildings, that this type of accent bands are starting to become popular on businesses, to give a little bit of accent to the building and that's what they're trying to do to some of their buildings. Whether or not the building will accept it or not depends on the architecture but a lot of their buildings are very similar by the same architect. He stated in the photos that he passed around there are three or four locations that you see that they installed in Troy, in Ann Arbor, in Shelby and in Sterling Heights.

Gronbach asked if the proposal is to put the lighting underneath the overhang of the drive-thru area and Briddick responded yes, there is no lighting on the drive-thru area, it goes underneath of the drive-thru area.

Chairperson Crutcher confirmed that this proposal is being submitted as a lighting petition and not signage and the Petitioner responded yes, it doesn't have any branding with Flagstar Bank on it, it's just a simple accent band around the building that you can see across the nation on any building.

Director Christiansen stated what might be helpful to the Commission is to bring up on the screen the section of the ordinance that the Planning Commission is being asked to consider this evening. As indicated in the staff review, exterior lighting for nonresidential uses is subject to review and approval of the Planning Commission in accordance with the requirements of Section 35-48 of the Zoning Ordinance. So in looking at that section of that zoning ordinance, Chapter 35, Section 35-48 Exterior Lighting, and what it states is that all exterior lighting including freestanding poles and building mounted lights shall be fully shielded, directed downward to prevent offsite glare on streets and adjacent properties. Lighting shall be as such that lighting does not produce any glare which is a nuisance or annoyance to residents or occupants of adjoining premises or to the traveling public on public highways. There's some specifics in terms of the intensity and types of fixtures, some requirements and some maximums in terms of intensity, number of foot candles, also to the type of fixtures for lighting as well. If you go to Subsection F of Section 35-48, it speaks to Luminous Tube (neon), and Exposed Bulb Lighting (for Non - Single Family Residential Uses), Luminous Tube (neon) and Exposed Bulb Fluorescent Lighting is prohibited as an architectural detail on all buildings, (e.g. along the roof line and eaves, around windows, etc.) The Planning Commission may approve internally illuminated architectural bands when such bands will enhance the appearance of the building. Luminous Tube (neon) and Exposed Bulb Fluorescent Lighting is permitted as



a part of a sign meeting the requirements of Chapter 25, Signs. This is the section of the ordinance which gives the Planning Commission the latitude to consider, with a site plan being submitted as has been done, and an application as required also provided, consideration of an application and the plan as proposed in accordance with what the Petitioner is proposing. So it's a responsibility as requested by the ordinance and the Planning Commission to consider.

Majoros inquired from the Petitioner and Director Christiansen as well, when talking about foot candles and things like that, it sounds like brightness, and how do they know the intensity because this is a big 14-inch red band and Christiansen replied there will be a limitation and this limitation which goes back to the page 21-62 which is the first page I showed you, when they applied for their permit for construction if this were to be approved, that standard will be reviewed as part of any permit process.

Gronbach asked the Petitioner if this proposal meets the requirements of 0.5 footcandles as permitted, maximum of 0.5 footcandles permitted on the property line, one (1) footcandle at any property line, ten (10) footcandles, at the site and Briddick replied that it would meet the requirements. He went on to state these lightbands are subdued lighting rather than regular signage. Regular signage has a polycarbonate phase that is more luminated than a red vinyl that we are covering these with. We don't want to overview the signage, it's simply an accent band rather than drawing attention to a name, so we do meet the requirements and we will follow through once we get through your committee to put in a sign application as well.

MOTION by Majoros, seconded by Perrot, to move to approve the Petitioner's recommendation for installation of exterior building façade lighting at the Flagstar Bank located at 31230 Grand River Avenue, that the site plan be in full compliance with the City's Zoning Board Code as referenced, to ensure compliance with the footcandle lighting as outlined the Zoning Board Requirements.

Director Christiansen offered a Friendly Amendment to the motion by Majoros, seconded by Perrot, to include the application and plan set submitted by the Petitioner with the initial date of 12-8-17 and a second revision date of 6-13-18.

Majoros accepted the Friendly Amendment.

Motion by Majoros, seconded by Perrot, to move to approve the Petitioner's Application for installation of exterior building façade lighting at the Flagstar Bank, located at 31230 Grand River Avenue, that the site plan submitted by the Petitioner with the initial date of 12-8-17 and a second revision date of 6-13-18, be in full compliance with the City's Zoning

Board Code, as referenced, and to ensure compliance with the footcandle lighting as outlined in the Zoning Board Requirements.

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

AYES: Chiara, Crutcher, Gronbach, Kmetzo, Majoros, Perrot

NAYS: Waun

Chairperson Crutcher declared the resolution adopted.

**PUBLIC HEARING AND CONSIDERATION OF A SPECIAL LAND USE AND SITE PLAN REVIEW FOR PROPOSED OUTLOT BUILDING WITH DRIVE-THRU – WORLD WIDE CENTER, LLC, 34701 – 34801 GRAND RIVER AVENUE**

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

Director Christiansen stated this item is a Public Hearing and consideration of a Special Land Use and Site Plan Review for a proposed outlot building with a drive-thru for the World Wide Center, located at 34701-34801 Grand River Avenue.

The Applicant has submitted plans for a 1,700 square foot, one-story outlot building with a drive-thru to be constructed on the east end of the existing parking lot of the existing shopping center. The existing commercial site is zoned C-2, Community Commercial. Drive-thru establishments are a Special Land Use in the C-2, Community Commercial District and require a Public Hearing and Site Plan Review. The Planning Commission scheduled the required Public Hearing and Site Plan Review for this evening.

The Applicant had requested and appeared before the Planning Commission as you may recall previously at the June 11<sup>th</sup>, 2018 meeting for consideration and review of their preliminary site plan for the proposed outlot building with drive-thru and other improvements to the existing shopping center building and site. Minutes from that June 11<sup>th</sup> meeting are attached with your staff packet. No action was requested or taken by the Planning Commission at that meeting.

As proposed, the 1,700 square foot outlot building with a drive-thru will result in reduction of the center's existing parking by 37 spaces. The Applicant is also proposing a reduction in the number of required stacking spaces for the drive-thru from ten (10) as required, to seven (7) stacking spaces. Both of these reductions or variances were requested and approved by the Zoning Board of Appeals at their July 11<sup>th</sup>, 2018 meeting and a copy of the minutes from that meeting are attached with your staff packet.

OHM Advisors, the City's Planning and Engineering Consultant, has reviewed the Applicant's submitted plans and has provided both Planning and Engineering review letters and those letters are attached with the staff packet as well.

The Applicant is in attendance this evening at the meeting to present the Special Land Use request and Proposed Site Plan to the Planning Commission. The requested action of the Planning Commission is to review the submitted Special Land Use and Site Plan for the Proposed Outlot Building with drive-thru at World Wide Center.

Chairperson Crutcher thanked Christiansen for the introduction and called Matt Parks, OHM Advisors, to the podium.

Matt Parks, OHM Advisors, came to the podium. He stated that both the Engineering and Planning Review letters should be in the Commissioners' packets.

He started with the Engineering Review which he stated in general they had five site plan comments and offered up some preliminary detailed engineering comments. The plan set did not have a lot of details as far as utilities and infrastructure improvements, but it did do a good job of laying out the site. They had some comments they feel should be addressed, but none of them should be considered as major show stoppers. The existing sidewalk and sidewalk ramps stretching along Grand River Avenue, you can recall there's three curb cuts along Grand River, one on Whittaker, the sidewalk cuts across the Grand River frontage, that they are recommending that sidewalk ramps and sidewalks that are along frontage of developments that are being improved, be brought up to ADA compliance in making sure no trip hazards or anything that would put that sidewalk out of ADA compliance be addressed.

There is a representation of a dumpster on site and some curb details, they feel the Applicant should include a turning template just showing how a garbage truck could navigate and pull up and collect garbage and then exit the site. They feel there is adequate room but they would want the Applicant to demonstrate that a little bit better on the plans.

Overall, they feel with the addition of a building and the parking lot as an outlot, they did a good job of allowing for proper circulation around that outlot, even with the drive-thru, and they have eliminated one of the dead end rows of parking. If you can recall, the current striping of the parking comes from the drive aisle in front of the existing building right to the back of the curb that is close to Grand River, allowing for some dead ends. So in the area where the building is is actually going to allow better circulation, they eliminated one of those dead ends to allow ingress and egress out.

Overall, even though they are losing a couple parking spaces, they support the fact that the parking might not be to Code but based on the existing usage now, based on existing parking, that this site sees, we feel like the circulation actually would increase the ability to get to some of those hard to get to spots and actually increase overall usage of the site.

They did recommend that there's some signage added to make sure that visitors or people navigating the parking lot aren't going the wrong way through the drive-thru just to avoid any unnecessary accidents.

There is an existing bollard in close to the building near the Whittaker Drive entrance where they feel is impeding some of the ingress/egress out of that drive and they think that should be dealt with as part of this.

Preliminary engineering comment details he won't go into them unless the Commission wants additional information, but they feel the primary thing that needs to be looked at as this moves forward, is utilities, the site, the whole building that is being proposed is on top of the existing stormwater infrastructure, so there's going to have to be some utility relocations in there and the Applicant is going to have to better depict on those final construction drawings how the drainage is actually going to work.

In general, there is an existing stormwater management on site, but this plan lacked a lot of the details but it's not impossible for them to get something that would be per their engineering standard.

Overall, after we list those, we have necessary permits and approvals that they've got to obtain including a permit with the City Building Department.

Definitely there are some things that need to be cleaned up and addressed, but as far as how the building sits on the site, the layout, and the overall approach to dealing with some of the items included in the Planning Review, from an Engineering standpoint they feel this site could move forward, again, contingent on those items being addressed.

As far as the Planning Review, they do feel it meets the Land Use Requirements and Special Land Use Requirements that Mr. Christiansen brought up in the summary and the ones that were approved by the ZBA. There are quite a few items that needed to be addressed and maybe the Applicant can shed some light on some of these. In their opinion there are quite a few things that need to be added detail to, it's just a matter of understanding how they want to approach it, and again, they don't feel any of the things are insurmountable, just additional details needed.

On the second page of their Plan Review Report they have the existing site, it shows the 3.18 acres, zoned C-2, an outline of surrounding properties and how it fits within that site. There is an overall matrix, a land use matrix, showing how it meets or agrees with the existing zoning ordinance and the Farmington Master Plan.

At the bottom of page 2, they get into the zoning and that really hits on the drive-thru. In order for them to meet that Special Land Use, there's certain elements that the site has to meet and they were outlined in Items A through F on page 3. Those things are sufficient stacking, which has already been presented and discussed by the ZBA, but that would be ten spots versus seven stacking spots for the drive-thru. A by-pass lane has to be provided around the drive-thru window. Additional parking space requirements for a restaurant in Farmington, at least three parking spaces shall be provided in close proximity, and that's typical of drive-thru types of restaurants, for pull ahead orders or to speed up the line. Direct vehicular access connections with adjacent commercial developments shall be provided. Proposed clearance of the canopy and then also outdoor speakers for drive-thru shall be located in a way that minimizes the sound transmission.

The letter outlines the fact that the variance was granted at the ZBA for the stacking spaces and the proposed shows seven instead of the ten, and they do ask for clarification on how the proposed design addresses the inclusion of the three additional parking spaces, there are additional parking spaces out front that can be utilized, they are just looking for additional clarification from the Applicant on that.

They also recommend that future submittals clearly outline any canopy clearance issues and give a little bit more detail on the outdoor speaker location, there's a depiction of what appears to be a speaker but not clearly labeled, so more detail there is needed.

Landscaping is probably the thing that needs the most work, time was spent at City Hall with Mr. Christiansen and they looked at the existing site plan and they spent time looking at the existing ordinance and the original site plan that was approved and comparing what's their today to that. In their review they broke it up into frontage landscaping along Grand River and Whittaker and also internal parking lot landscaping. What was submitted on both accounts falls very much short of what is required. The Applicant is actually proposing to take down several or most of, fifteen out of the sixteen existing trees along Grand River, they have no problem with that but they feel that replacement trees and additional landscaping needs to be added for screening purposes and to be in compliance with the ordinance. They did outline that if visibility for the shopping plaza is important and that's why the Applicant doesn't want to have the trees, that ornamental trees can be substituted at a two to one ratio. And they also indicate that alternatives such as a brick street wall or hedgerow or a landscape terrace of some sort be put in. So we really feel

that's an important aspect to the site. And not only along Grand River, but also along Whittaker, to help screen the new building as well as the existing.

He stated that they understand and agree that additional landscaping could be put on the interior site, but that would probably come as a sacrifice to additional parking spots lost, there are several existing islands along the ends of the parking rows on site, we feel that those can be enhanced as well as foundation plantings or landscaping in and around the building, there are not a lot of details shown on exactly what's proposed there. But we feel there's adequate space to enhance that area and help screen the building from both Whittaker and Grand River.

Overall, the space exists to enhance those, I think the landscaping plans need quite a bit of love on this site.

For parking, we basically indicate what Mr. Christiansen stated, that they are 37 spots short, but they do agree that some of the reduction of spaces was to improve vehicular circulation and by increasing the vehicular circulation, I mentioned it before in the Engineering Report, we feel that access to some of those sites, some of those parking spots that might not be directly in front of the stores people are visiting, will be more accessible and allow for easier parking and better overall navigation of the site.

Signage, signage requirements were outlined in the area of 40 square feet per sign, a total of 80 square feet, they believe what the Applicant submitted was in excess of that and as well as what's proposed is higher than what's allowed and they feel that needs to be addressed.

The overall building design in general is as it currently stands, they feel a little more attention and detail should be given to the Whittaker fronting side and then additional information as outlined in the three bullet points on page 4 of 4, plans for adequate screening of mechanical equipment. A little bit of clarification is needed on the intended use of patio space, that the Applicant should better document that on the plans as to what their intentions are there. And also a schedule of materials and some additional façade samples are encouraged for future submittals.

He went on to state just so we have a good understanding of lighting impact, they would recommend and require a photometric plan be submitted with future submittals.

Again, quite a bit of rough outlines that they feel the Applicant should address, but none of these items, in their opinion, are necessarily showstoppers. These are items that are typical of preliminary planning and engineering review, but that they would like to see these things addressed as the plan moves forward.

Scott Monchnik, architect for the project, came to the podium. He stated that Mr. Christiansen has laid out precisely what they are looking to do and they have been before the Commission for preliminary approval.

He stated he'd like to go through some of the items from the OHM review and try and shed some light on how they plan to address those items.

Starting with the plan review portion of it, starting with the by-pass lane, there's enough room to by-pass here because the pick-up window is far enough back that cars will be able to alternate through and nobody will get stuck if they choose the by-pass.

One of the other additional items was the three parking spaces for the waiting to go orders, we feel that the additional spaces over here that they can come through here, and someone from the store can come out and give them their food.

He continued that the by-pass lanes, there's enough width to allow cars to go by and the take-out window is far enough back that cars will be able to alternate through.

In terms of the waiting spaces, they feel that these spaces over here, that the drive-thru person can come out and hand them their product and then they can leave out anywhere else on the site.

The proposed clearances on the canopies, that will be clarified on the building permit, those plans. And even on the preliminary plans it shows the canopies that are up above the pitch but not above the top of the building.

The outdoor speaker, so is where you will do the ordering, any sound then would be going in a directional path into the building so there should this outdoor speaker, any sound then will be going directional into the building so there will be nothing going in the adjacent neighborhood.

Going into the landscaping items, we in the past proposed the removal of the trees and we have suggested some low shrubbery and shrubbery here for screening, and shrubbery to screen the drive-thru and we will be providing a full landscape plan and at that time we can work through any landscaping issues.

The same thing with the signage, I understand will be delivered as a separate package to the City for a building permit and the signage will meet the requirements or come in as a separate variance that they will address as a separate item.

The additional items were the screening of the mechanical equipment and that will be addressed on the building permit and meet the screening requirements.

A clarification for the patio, that will also be clarified with what materials and how it's intended to be used.

And then the schedule of materials on the outlot, designations of what the materials are stone, and E-F-S and on the building façade there are indications of what materials they are but we will be providing percentages and samples as requested.

The site lighting, we will provide a photometric plan to indicate all the lighting levels and showing that they meet the requirements of the footcandle.

Moving onto the engineering portion that the gentleman from OHM was discussing, this is the dumpster enclosure and we intend it to be that the dumpster truck could come in and turn around to get it and then leave or come in and go around to get it and back up and leave, so there's a number of ways for him to come in and pick up the trash and then leave without causing any kind of havoc on the site itself.

We went through a lot of discussions with the parking rows. This is our current layout, so we did not change them, this is what the gentleman from OHM was discussing, is that we increase the circulation through here. Because of the amount of parking we needed for a variance and was granted for a variance, we strongly suggest that we leave the parking spaces the way they are, and if in fact, the mall is not filled up these will be able to be circulated.

One of the other comments was about the wrong way signage clarifying how you get in and out of the drive-thru and we'll provide the striping, arrows, signage that's required to make it very clear how to circulate through the property.

And then the existing bollard is around this area and we have no problem taking that off.

The rest of the items from OHM were really discussing water management engineering and we will have civil drawings addressing calculations of water that's circulating on the site, management of that water and we intend to make it no worse and if possible, make it better. That should cover all of the items.

Chairperson Crutcher opened the floor up for questions from the Commissioners.



Gronbach asked for an update on the items that were brought up in the June meeting, comments about the parking lot improvements, concrete curbs around the islands, the correct landscaping for those areas, a better job of repairing and redoing the parking lot as needed; does the new site plan reflect all of those changes, all of the things that were discussed?

Monchnik replied that yes, it states here that it talks about the asphalt being patched or repaired, regraded where needed. The curbs are all going to be repaired or replaced. Additional landscaping is going to be added on all of the existing islands.

Gronbach asked if the curbs are going to be concrete and Monchnik replied if that's a mandate they will do concrete but right now they're asphalt and we will patch or repair them or concrete if that's a mandate.

Gronbach stated he believes the Code calls for concrete curbing and those old asphalt curbs have gotten beaten up continuously over the years. Monchnik then stated they will provide concrete curbing.

Monchnik pointed out the additional new lighting areas, there is an existing one and the rest will be new. There's site lighting at Grand River now on those poles that shine way beyond the property and all of those will be coming out and replaced with new lighting, so that lighting issue should go away. And the parking lot will be cleaned up, the curbs will be cleaned up, the site lighting will be better and that's pretty much it.

Crutcher stated he has a question on the building itself, the outlot building, the exterior cooler, is that going to be an outside cooler and Monchnik replied it is entered through the building but it will have an exterior wall on it. Crutcher then asked if the walls would match the building and Monchnik replied that the finished materials will match.

Chiara stated that it says that new roofing will be provided for the building and Monchnik replied the entire building is going to be re-roofed.

Waun asked if any consideration had been given to the level of signage in each individual window of each business since they are substantially upgrading the building to a much better look than it is now and yet each individual business the majority of their windows is layered with posters and asked if there had been any consideration given to limiting each business and the amount of signage they can put in their windows.

Monchnik answered that he doesn't have a good answer for the signage in the windows but the signage that is on the canopies right now, that will come off and be replaced in time and meet all of the signage requirements from the City. As far as the actual window

signs, he doesn't know the sign ordinance verbatim but they will meet what is required. So if it is required that the landlord limit what they're allowed to do, if it's per the ordinance, they will abide by the ordinance.

MOTION by Chiara, seconded by Majoros, to open the Public Hearing.  
Motion carried, all ayes.

(Public Hearing opened at 8:47 p.m.)

### **PUBLIC HEARING**

Chairperson Crutcher stated the Public Hearing is now open and anyone wishing to comment on this agenda item, there is a form to fill out and they will be called up.

Robert Kull, 23917 Whittaker Drive, came to the podium and stated he lives three houses down from World Wide Center. He stated there is some concern about the plan, surprisingly from somebody like himself who's three houses down and come through the neighborhood. This is a neighborhood zoned R-1-C which is Residential Country Estates, so we have nice big lawns with patios so we can go out and enjoy it in the evening. Currently, and I understand the plan is supposed to be addressing this, but the lighting is coming in over the building and shining in our backyard. I understand this is going to be resolved so that's great. These lights have been up there for five years or more and they're not to Code, it's been pointed out numerous times and it's never been resolved. That just leads me to not have a lot of confidence in some of the things being followed through with unless they're actually nailed down here at the Planning stage and that's why I'm here today, just to make everyone aware of some of these issues.

One of them is the drive-thru because that's what I'm here today for, a Special Land Use Permit for a drive-thru. This property is zoned C-2, Community Commercial, and that zoning requires that there be a harmonious use, it's harmonious with the surrounding uses including the back neighborhood. So what I'm concerned about is the drive-thru speaker, the noise from the speaker. I'm not a sound engineer, I'm not a photometric engineer either, so I don't know what the latest standards are but I know the light shines in my backyard. I don't know what the standards are for the sound, I don't know that anybody here really does but what I'd like to see is there be some sort of requirement that the sound doesn't carry back into the neighborhood. Sound can do that. Light I can understand it travels at a straight line so you can kind of see where it's going to go. The sound could bounce off other buildings and make its way back. So I don't know if there's some sort of diverter, like there is for the lights that could make sure that the sound stays within the commercial area there.

Also, with the Special Land Use Permit there is an allowance for or a requirement so to speak of not having early morning or late evening hours of operations, that's part of the Special Land Use Permit to allow a drive-thru in the C-2 District, and I haven't heard any discussion of anything in the plans about hours of operation. And maybe it's not an issue but this is currently proposed a Tropical Smoothie Café, it doesn't always have to stay that way. Once you build a building and install these things, they can be used for another purpose and maybe the noise will be there and the hours of operation I think become important.

Also, with the traffic, I've raised this issue before, and I don't see that we've had a traffic study. I know OHM did a report but I didn't see anyone counting cars and I was out there on Friday, went to grab a lunch at Panera, there were no spots at Panera, people were parking – I know folks over at World Wide might not like this – but they were parking in the World Wide Center and then walking across the street to go to Panera, plus there were four cars parked on Whittaker and there was a semi-truck that was trying to get in and out to do a delivery at the front there of the World Wide Center. There is a lot of traffic there, you're going to reduce the parking by 37 but with the additional building it's really 45, there's going to be less parking and there are times when that is full and presumably there's going to be good business at these establishments and it's going to be even more full.

So, I've got two concerns. One is parking on Whittaker because there will be overflow parking, it's just kind of defacto because you can't park on Grand River, the only place to park is going to be on Whittaker, on Whittaker Drive and Whittaker Court and I don't know what the City can do in order to alleviate that. You know, I wouldn't like to have people parking in front of my house at all hours. They do. I get people that park there, they go to Panera, I guess, and they park in front of my house. But I see this being a problem in the future and then also it's going to be a lot of traffic coming out onto Whittaker, onto Grand River, so this is going to greatly impact that area. As you know we just lost a lane, the land diminishes, it stops at Gill and so you get a solid line of cars going eastbound and they go from two lanes to one lane which what that does is it doubles the traffic in the lane so it makes it very difficult to pull out when you're trying to turn left, now you've got kind of double. It's the same volume of traffic, but the frequency of these cars has now doubled, it's a 45 mile an hour speed limit right there, it's a potential for a real traffic issue. I understand there's a development proposed across the street in the Exotic Plastics, that's Farmington Hills, I know, but it's still Grand River. If they have traffic coming in and out of there, there's going to be traffic here. I think a traffic study would be welcome.

The landscape plan I see here looks kind of like desolation, as I understand it that's going to be something that's going to be addressed. Having grown up there, I know some things that maybe you all don't which is the World Wide Center does not take care of the

sidewalk, that means they don't shovel it. And so in the winter when they don't shovel it turns to ice, people walk in the snow it turns to ice, there's a bus stop there for the high school kids, they get a lot of traffic. And I'm concerned if we get a bunch of boxwoods there, they're going to get destroyed and then they're not going to get replaced.

Those are my concerns. There's an electrical box, I'm assuming it's not in the plans, but there's this electrical box with the wires hanging out of it, that there used to be a sign there. The sign got taken away but the electrical box and wires are still there. I'm assuming maybe this is the time where that box is going to be gone. Thank you.

Chairperson Crutcher stated there was one letter that was received from S. Bud Johnson and Ann Featherstone voicing their concerns about this project.

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

(Public Hearing closed at 8:57 p.m.)

Chairperson Crutcher stated they will now move on to the consideration for the Special Land Use and Site Plan and opened the floor for questions by the Commissioners.

Majoros stated through the Chair a question for Christiansen in regard to one of the comments from the public comment just heard, is there anything for parking down Whittaker, we know with the new Medilodge there's parking, it says no parking this side of sign, is there anything that exists currently or would be proposed for parking down Whittaker with a structure that will now chew up thirty some number of spots.

Christiansen replied there is nothing that has been asked by the community, there's nothing proposed that he's aware changing the existing parking restrictions or what is permitted on Whittaker currently that he's aware of. Anything that would change that would have to be proposed, a petition with the City, if you will, and a Traffic Control Order would have to be considered by City Council in order to change any existing conditions. I think you did hear that there's parking that currently takes place on Whittaker, so without having that specifically in front of me right now to look, I'm going to believe there's parking at least on one side of Whittaker and I would defer back to Mr. Kull if it was different. I think it is on one side.

Kull stated it is on both sides.

Christiansen said that's actually the same thing now on Gill Road adjacent as well, although there's some restriction up at the front. Again, if there's any interest in looking at those existing conditions or a proposal to change the existing conditions, either providing opportunity for parking or prohibiting parking, that will require a Traffic Control Order, and he is not aware of anything changing or proposing to change the existing conditions.

Majoros stated he doesn't think there's anything that would warrant such a thing at the moment but he wanted to make sure that that's something that is open for the future.

Christiansen stated there is a process and again if there's an interest in doing something like that, on a street, on Whittaker or any other street, the process is a Traffic Control Order, an amendment of the existing traffic order and again that is to be reviewed and approved by City Council.

Majoros stated another comment made in the public comment about hours of operation, do you assume that a business like this would have standard hours from 8:00 to something like that, but you can get Taco Bell at 2:00 in the morning, so how do we deal with what could be a subsequent tenant and to try to make sure there is appropriate control is in place for not necessarily who goes in but what the hours of operation are and asked Christiansen to enlighten them on that.

Christiansen said that that is a very important question and there were comments to that effect. The Planning Commission can require any conditions that it feels are necessary, reasonable conditions in considering, in this case a Special Land Use and a Site Plan for what is being proposed. And that can certainly include things like how a business operates, hours of operation included. So that's something they can consider and you can limit an operation to a time period for certain reasons, whether it's proximity of adjacent uses that might need to be considered, like residential uses directly behind a commercial shopping center, etc., etc. He stated the Planning Commission has that latitude to require conditions along those lines.

Majoros stated that the Petitioner has been talked to before about improvements to the overall structure, they spent a lot of their time talking about the out building and the issues associated, but is there anything that can be done from a conditional standpoint that the work to this plaza in its entirety is tied or I guess I would say conditions of approval of the out building are tied to the successful completion of the existing structure.

Christiansen stated that they've had the opportunity in the preliminary consideration of this item that was presented by the Petitioner previous and I mentioned that in the staff report, it was actually reviewed back at the June 11<sup>th</sup> meeting and at that meeting there

was discussion of the existing center and that discussion has been ongoing in this entire process. And in fact it was also a point of discussion when the Zoning Board of Appeals was considering the application and the request for variances in parking and in the stacking spaces. And if you've had a chance to review the minutes from the Zoning Board of Appeals and there is dialogue concerning that, and there might have been a comment earlier by the Applicant about the Planning Commission approving the preliminary plan, just to clarify for the record there wasn't any action taken at that time, that was a meeting requested for information and that's what happened. But there was dialogue about this existing center upgrade at that time and if you go to the Zoning Board of Appeals minutes from July 11<sup>th</sup> and if you look at the motion, you'll see in the motion which was to approve the variances that were requested that there were conditions in the motion that required certain elements of the existing property, the existing elements on the existing property, to be addressed as part of the approval of those variances by the Zoning Board of Appeals.

He put the page of the minutes on the screen that refers to those items and requires in the motion here as conditions in this motion for items in the existing center to be addressed that included a number of items, that Majoros mentioned the façade, but there were other elements as well on the site. So, that again has been an ongoing dialogue the City has had, administratively, from the onset when the owner of the property and the owners representatives engaged the City in discussion about their interest in the outlot with the drive-thru, again, that was also part of the Planning Commission's discussion on June 11<sup>th</sup>, it is here in the motion of the Zoning Board of Appeals that relates to the approval of the variances that were requested. And again, if you look in here, too, this is one of the findings that were made in the conclusions and conditions from the Zoning Board, Item No. 2, with A-G, then subsequent to that is the improvements to the existing building including new façade, new roof, shall be completed and Certificate of Occupancy for such improvements shall be issued for such existing building before any building permits for any new structure may be issued. So, again, the dialogue that's been ongoing has been all part of this and he's providing this information in response to you because it has been addressed administratively by the Planning Commission with the original presentation, by the Zoning Board, and I know that it's ongoing as part of where we're at right now, so it carries forward with everything that's been done to date and all of the discussions and then certainly here in the action by the Zoning Board of Appeals.

John Moran, on behalf of Worldwide, came to the podium. He stated a very important component in this, and they understand the issue there, with respect to sequencing as it was couched in the language right there, it's saying basically before a building permit could be issued, that that work be completed. What we really need is that work to be done concurrently so that we can deliver the building on time for our perspective tenant. So if we have after the other, it would push them past the time of delivery.

He went on to state to address your concern on the back end, our suggestion would be to make that as part of the scope of work that's issued for building permit concurrent for the new structure as well as existing. So, in the back end then the C of O's will be contingent upon the full scope of work rather than isolating one from the other. That would get us the ability to pull permits and do the work simultaneously without having to put them out of order. Based on the construction, the approval times and the things we're going to have to do for the civil work, finishing architectural and those plans, would extend the construction and development period considerably past where we need to be. So we understand the safeguard, they would just look for the accommodation that they could do it in both cases sooner than later.

Crutcher opens floor for a motion.

MOTION by Gronbach, supported by Chiara, to move to approve, with conditions, the Special Land Use application and final site plan of World Wide Center, LLC, to construct a 1,700 square foot outlot restaurant with drive-thru window at 34701-34801 Grand River avenue, located in the C-2, Community Commercial District. This motion adopts the findings of fact and recommended conditions as set forth in the two site plan review letters submitted by OHM Advisors dated October 3, 2018, and is more specifically based upon the following findings of fact and subject to the following conditions:

With respect to Zoning Ordinance Section 35-152, Standards of Approval of Special Land Uses, the proposed use or activity:

1. Is compatible with the goals, objectives and policies of the City of Farmington Master Plan:
  - a. The site plan promotes the renewal of a distressed property to ensure that it does not become a source of blight to the community, including the neighboring residential subdivision.
  - b. It promotes a diversity of services available to the nearby neighborhood.
  - c. The site plan orients the new drive-thru in a manner to minimize any negative impacts on the adjacent residential subdivision.
2. Will promote the intent of the zoning district in which the use is proposed:
  - a. The activity contributes to a mixture of businesses and services available within the C-2 zone and to the neighboring residential subdivision.

- b. The new drive-thru facility shares parking and access with the existing World Wide Center plaza.
  - c. The use is in harmony with adjacent uses, including the Panera Bread across Whittaker to the east.
  - d. The site plan is designed so as to minimize the impact of the development on existing site circulation and traffic patterns.
3. Will be constructed, operated and maintained so as to be compatible with the existing or intended character of the general vicinity and so as not to change the essential character of the area in which it is proposed.
- a. The immediate surrounding area is developed as commercial, and a comparable fast-casual Panera Bread restaurant operates across Whittaker to the east of the site.
  - b. The site exists within a commercial area that acts as a buffer between the adjacent residential neighborhood and Grand River Avenue, and which provides services complimentary to the neighborhood.
4. Will be served adequately by public facilities and services, such as traffic operations along streets, police and fire protection, drainage structures, water and sewage facilities and primary and secondary schools.
- a. The site plan does not alter existing means of ingress and egress, internal site circulation patterns, or infrastructure that have proven to be adequate for the site, and which will not be significantly affected by the addition of the use proposed.
  - b. The SLU is contingent upon the applicant's submission of a storm water management plan acceptable to OHM Advisors and the City.
5. Will not involve uses, activities, processes, materials and equipment or conditions of operation that, in comparison to permitted uses in the district, will be detrimental to the natural environment, public health, safety or welfare by reason of excessive production of traffic, noise, smoke odors or other such nuisance.
- a. The proposal seeks to upgrade an existing facility so as not to become a nuisance, and the activities are designed to occur entirely within the site.



With respect to the specific special land use requirements for drive-thru facilities:

1. *Stacking*. Conditional on the Oakland County Circuit Court and/or any other court affirming the ZBA order of July 11, 2018 granting the applicant a variance from Zoning Ordinance Sec. 35-172, Off-Street Parking Requirements so as to allow 7 stacking spaces instead of the required 10, the stacking plan complies with Article 14.
  - a. The site plan provides that stacking will wrap around the proposed building within the World Wide Center site, and will not extend into or otherwise interfere with the public right-of-way.
2. *Bypass Lane*. The site plan provides a drive-thru bypass lane around the drive thru window.
3. *Waiting Spaces*. As a condition of this approval, the Applicant shall amend its site plan to provide for three (3) parking spaces, in close proximity to the exit of the drive-thru portion of the operation, to allow for customers waiting for delivery of their orders.
4. *Connections to Commercial Development*. The facility will be constructed as an outlet building within an existing commercial plaza, and the site plan provides for direct connections with the adjacent commercial development.
5. *Canopy*. The site plan does not provide for a canopy requiring review.
6. *Outdoor Speaker*. The outdoor speaker for the drive-thru facility is internal to the World Wide Plaza site, and is buffered from the adjacent residential neighborhood by the plaza's primary circulation route, the main World Wide Center building, and the alley separating the World Wide Center site from the neighborhood.
  - a. Use of the speaker is conditioned on compliance with all applicable City noise ordinances so as to protect the neighboring uses from excessive noise.

With respect to the standards for site plan review as required by the general special land use standards:

1. *Site Design Characteristics.*

- a. The proposed facility is scaled appropriately to fit within the existing site, and preserves existing parking lot aisles and means of pedestrian circulation within the site;
- b. The site plan does alter means of ingress and egress of pedestrian travel around the site, and therefore will not alter the traffic operation on adjacent streets.
- c. Both the drive-thru entrance and exit are oriented toward an existing curb-cut on Grand River Avenue so that drive-thru traffic is diverted away of the adjacent residential street.
- d. The development is an outlot of an existing shopping plaza and will not affect the development of its neighboring properties.

2. *Building Design.*

- a. The site plan provides for a modern building design that is compatible with and will enhance the surrounding neighborhood.
- b. The site plan provides for a comprehensive upgrade of the site that will represent a substantial upgrade to the esthetic experience of those utilizing or passing by the site, including those accessing the resident neighborhood accessed via Whittaker Street.

3. *Change of Use and Redevelopment.*

- a. The use is compatible with the existing C-2 Zoning and surrounding uses, including the Panera Bread across Whittaker to the east of the site.
- b. The location of the drive-thru restaurant and orientation of the drive-thru window and staking queue is designed to minimize the impact on the site as a whole and the surrounding property.
- c. Conditional on satisfying the items identified in the OHM Advisors site plan reviews dated October 3, 2018, the site will provide lighting and landscaping enhancements to enhance the esthetic appeal of the site and mitigate existing concerns about light infiltration to the neighborhood.

- d. The drive-thru project is a component of a comprehensive site upgrade to upgrade the building exterior.

4. *Preservation of Significant Natural Features.*

- a. This approval is conditional on the applicant submitting a revised landscaping plan to the satisfaction of OHM Advisors and the City.
- b. To the extent that existing trees or other landscaping are being removed, it is to eliminate features that are either nearing the end of their life cycle, interfering with utilities, and/or otherwise diminishing the esthetics of the site.

5. *Streets.*

- a. The site plan does not propose any modifications to streets, or any new curb cuts that would affect the adjacent streets.

6. *Access, Driveways and Circulation.*

- a. The site plan maintains the existing circulation plan that is designed so as to discourage through traffic, and maintains the existing ingress and egress points, which have promoted safe and efficient traffic operations within the site and at its access points.
- b. The site plan indicates that all driveways will meet the design and construction standards of the City, and this motion is conditioned on compliance with all applicable codes and ordinances pertaining to site construction.
- c. Access to the site is through pre-existing curb cuts, and therefore will not alter the existing traffic circulation around the site, including existing ingress and egress patterns in relation to the adjacent streets.

7. *Emergency Vehicle Access.*

- a. The proposed building does not interfere with the through aisle adjacent to and serving the primary World Wide Center building.
- b. The site plan provides for a bypass around the drive-thru stacking area and around the entire building.

8. *Sidewalks, Pedestrian and Bicycle Circulation*

- a. The site is fully integrated with the surrounding area and City's transportation system, and does not affect existing means of pedestrian and bicycle circulation.

9. *Parking.*

- a. The applicant has sought and received a variance from Zoning Ordinance Section 35-206 to expand the plaza's parking variance. The Board of Zoning Appeals decision is presently being appealed to the Oakland County Circuit Court. This SLU, and specifically the site plan review parking requirement, is conditioned on, and will be satisfied upon, a resolution of the Oakland County Circuit Court action, and any subsequent action, in favor of the City.

10. *Loading.*

- a. Loading and unload plans shall be provided by the applicant to the OHM Advisors and the City's satisfaction.

11. *Waste Receptacles.*

- a. This approval is conditioned on the Applicant providing details regarding how a garbage truck will access the proposed dumpster location to OHM Advisors and the City's satisfaction.

12. *Lighting.*

- a. This approval is conditioned on the applicant submitting a lighting plan that meets all applicable code requirements, the satisfaction of OHM Advisors and the City, and is designed to eliminate or minimize to the fullest extent possible light intrusion into the adjoining residential neighborhood.

13. *Mechanical Equipment and Utilities.*

- a. This approval is conditioned on the applicant submitting revised plans screening mechanical and utility equipment as identified by OHM Advisors.

14. *Landscaping*

- a. This approval is conditional on the applicant submitting a revised landscaping plan to the satisfaction of OHM Advisors and the City.

- b. To the extent that existing trees or other landscaping are being removed, it is to eliminate features that are either nearing the end of their life cycle, interfering with utilities, and/or otherwise diminishing the esthetics of the site.

15. *Utilities and Stormwater Management.*

- a. This SLU and site plan approval is conditioned on the applicant's submission of a stormwater management plan that demonstrates onsite drainage and best management practices, to the satisfaction of OHM Advisors and the City.

16. *Noise.*

- a. Operations at the site plan are conditioned on compliance with all applicable noise regulations.
- b. The proposed drive-thru speaker is positioned such that it is buffered by from the nearby residential neighborhood by the primary World Wide Center plaza building, in addition to the plaza's access aisle and an alley to the south of the plaza building.

17. *Other Agency Reviews:*

- a. This SLU and site plan approval is conditional on receiving any and all other agency reviews and approvals identified by the City, OHM Advisors, or as may become necessary during the course of construction.

This motion is conditioned on the following:

1. All court actions related to the required variance of Zoning Ordinance Sections 35-206 and 35-172(1) that were approved with conditions by the ZBA at its July 11, 2018 meeting must be resolved in a manner that allows those approvals to take effect, such as through a court order affirming the ZBA's decisions, or otherwise dismissing the appeal in favor of the City.
2. The applicant shall submit revised plans and/or other documentation to resolve all outstanding matters identified in the Planning and Engineering site plan reviews of OHM Advisors, dated October 3, 2018, to the satisfaction of OHM and the City.
3. The area identified as "proposed patio" shall not be converted to an outdoor dining area or used for food service, but may be used for limited seating for patrons who place and pick-up a carry-out order inside.

4. The improvements to the existing building (including the new façade and new roof shall be completed and a certificate of occupancy for such improvements shall be issued for such existing building, before any building permits for the new structure may be issued.
5. The landscaping improvements, lighting improvements, and sign improvements shall be installed and complete before any temporary or final certificate of occupancy for the new building are issued.
6. The City Administration may, at its sole discretion, accept performance guarantees in the form of cash or letter of credit in an amount sufficient to secure the completion of the improvements to the existing building if the applicant requests building permits of the new building before completing improvements to the existing building.

Kmetzo asked that a Friendly Amendment be made to the motion that the façade of each individual tenant be brought up to acceptable standards of the Code of the City of Farmington; and that the hours of operation shall be in harmony with all other existing businesses and surrounding area.

Gronbach accepted the Friendly Amendment.

A roll call vote was taken on the motion made by Gronbach and supported by Chiara, with the following result:

AYES: Chiara, Crutcher, Gronbach, Kmetzo, Majoros, Perrot and Waun

NAYS: None

Chairperson Crutcher declared the resolution adopted.

### **PUBLIC COMMENT**

None heard.

### **PLANNING COMMISSION COMMENTS**

Chiara asked if anyone knew what the hours of operation are of Tropical Smoothie and Waun responded 7:00 a.m. to 10:00 p.m.

**ADJOURNMENT**

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

The meeting was adjourned at 8:27 p.m.

Respectfully submitted,

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Secretary

**Farmington Community Library Board of Trustees  
Regular Board Meeting - 7:00 p.m. – Ernest E. Sauter Board Room  
32737 West Twelve Mile Road, Farmington Hills, MI 48334  
October 11, 2018**

**Approved October 11, 2018**

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

Board Members Absent: Hahn

Staff Members Present: Miller, Serresseque, Streit, Yunker

Staff Members Absent: Siegrist

Speakers: Michael Shereda, Emanuela DeCenso

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

**MOTION** by J. Montgomery to approve the Agenda for October 11, 2018 recognizing that Sharon Lu would not be in attendance, was supported by M Brucki.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**PUBLIC COMMENT**

No Public Comment.

**APPROVAL OF MINUTES**

**MOTION** by B. Rae-O'Donnell to approve the Minutes of the September 13, 2018 Board Meeting was supported by P. Huyck.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

**OPERATING BILLS**

**MOTION** by P. Huyck to approve expenditures listed on October 11, 2018 check list was supported by B. Largent.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**



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## **FINANCIAL REPORT**

**MOTION** by P. Huyck to receive and file the Monthly Revenue and Expense Report for August 2018 was supported by J. Montgomery.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

## **CORRESPONDENCE**

E. Streit shared six messages of praise for various staff members.

## **FROM THE DIRECTOR**

- Teen Creative Writing Contest Awards Ceremony was attended by 40 young adults and family to honor the winners. Ray Okonski, a benefactor for many years, generously donated for prizes.
- Star Wars Reads Day was attended by over 300 attendees. Activities included a costume contest, movies and photos taken with Star Wars cutout figures.
- ACT vs. SAT: Make the Right Choice program was presented for approximately 20 patrons interested in learning about the web-based program.
- Teens After Hours program gave teens time to play Fortnite on 20 Library iPads. The game is played on servers and promotes teamwork.
- Matthew Ball's jazz program was attended by over 120 patrons. He promotes the Library and Friends of the Library with each program.
- Aubrey Franklin, Technology Librarian, is attending The Internet Librarian in Monterey, CA. She received \$1,600 continuing education stipend from the Library of Michigan.
- Sherri Vaughn, returned from Austin, Texas after attending Network Days arranged by The Foundation Center. She accepted a Certificate of Achievement for the FCL for earning one of the highest Network Achievement Report scores in Michigan in 2017. The Foundation Center awarded a \$1,000 stipend for her to attend.
- Approximately ten staff members attending the Michigan Library Association Conference in Novi next week.
- Building update – the rooftop unit #4 at the Main Library is broken and will have to be replaced.

Technology Specialist, Michael Shereda, spoke of his recent presentation at The TLN (The Library Network) Technology Forum 2018. TLN provides shared servers, automation services and support to area libraries.

M. Shereda was Chair of the Technology Committee in 2017 and continues to organize, give presentations and attend monthly meetings. At the Forum this year, there were two tracts of information – one for Tech Specialists and breakout sessions for librarians.

Emma DeCenso, Outreach Services Department, attended a Community Engagement Summit arranged by the Harwood Institute. E. DeCenso also shared photos of the residents of the various facilities who were enjoying the personal attention given by Library staff on their visits. The Library provides books, programs and recently purchased wireless headphones for listening to Library presentations. The Outreach Services Department also delivers books to the homebound.

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J. Miller added that many of the ideas and suggestions offered by the Harwood Institute have been instituted by the FCL previously.

## **COMMITTEE REPORTS**

### **Facilities Committee**

Chair Brucki requested that the Facilities Committee be notified immediately when there is an equipment failure.

The Facilities Committee is considering two major issues: one is the emergency lighting at both Library facilities. The second is the electrical issue at the Farmington Branch.

E. Streit reported to the Board that after an inspection by the Fire Marshall, it is not necessary that he approves a plan, but would like to know that we have implemented the improvements and set them in motion. The Library does not have to replace everything with LED. This is not an upgrade, it is a replacement of non-working parts.

The previous quotes for emergency lighting were made after each company representative walked through the building expecting to replace existing emergency lights. After talking with the Fire Marshall, only lights not working need to be replaced. The scope of the work should be determined before requesting additional quotes which include the Farmington Branch.

Regarding the electrical panel at the Farmington Branch, D. Wrench would consider Danboise to complete the work, but after discussion, the quotes will be revised with consideration of the three existing vendors. The quote may also be posted on MITN.

Chair Brucki says that the Facilities Committee should be ready for a recommendation to allocate the budget toward the emergency lighting at both facilities as well as the electrical issue at the Farmington Branch.

D. Wrench has recommended an implementation plan: what to do first, lifespan of certain elements and multi-year plan, and has received quotes from local companies for a facilities assessment of each building. B. Largent proposes posting on MITN and M. Brucki suggests checking into the NIPA Consortium. The Library belongs to NIPA and the City of Farmington Hills also utilizes NIPA.

Kudos to Elyse and Jaclyn for coordinating with the Fire Marshall.

### **Finance Committee**

Chair Huyck stated that the audit will be presented at the November Board meeting. He met with E. Streit and G. Yunker to clarify the subject of cash reserves, and asked G. Yunker to recap for the Board. G. Yunker explained the audit process with a detailed explanation of the Preliminary June Revenue and Expense Report including assigned funds, unassigned funds, restricted funds, Endowment Fund, and Capital Reserve Fund.

### **Outreach Committee**

Chair Zervos reports that although a mission has not been created, they had considered what librarians are already doing and may make the Outreach Committee more of a special project. If there was a need

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for the Committee to intervene or to help, the Committee would help, but it is recognized that this important part of the Strategic Plan is already emphasized by the librarians and the staff.

**Personnel Committee**

Chair Montgomery reports that the Personnel Committee will schedule a meeting.

**Strategic Plan Committee**

Chair Brucki reports that the Committee met and looked at the actual Strategic Plan and being able to boil down into a dashboard or “at a glance” so it is clear. As people talked, the Board could see where it fits in the Strategic Plan.

E. Streit explained that the Management Advisory Committee, which is made up of Librarian II (full-time and in their position for at least two years) and above, have been responsible for working on the Strategic Plan. MAC works on several projects, but has focused on the Strategic Plan. Staff and community identified Technology Literacy, Marketing and Communication, Attracting a Younger Demographic, and Outreach to focus on the current Strategic Plan.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

B. Largent referred to a notification he received by Farmington Hills City Manager, Dave Boyer, who has requested a meeting with the City Council. The City Council would like to meet with the Library Board and will want to see the Library budget.

M. Brucki requested that the Library Board be advised of incidents within the Library that are pending in court. The Board should be advised of any case that rises to the level of subpoena of staff.

Request by M. Brucki, that although the staff presentations have been very informative, it would have been helpful for the speaker to link their presentation to the Strategic Plan.

**ADJOURNMENT**

**MOTION** by B. Largent to adjourn the Board Meeting was supported by J. Montgomery.

**Vote: Aye: All in favor**

**Opposed: None**

**Motion passed.**

The Board meeting was adjourned at 8:45 p.m. by President, J. White. The next meeting of the Library Board is scheduled for Thursday, November 8, 2018 at 7:00 p.m. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

Beth Rae-O'Donnell, Secretary  
Library Board of Trustees  
BRO:dls

**APPROVED**

MEETING MINUTES  
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION  
NOVEMBER 05, 2018 – 5:15PM  
FARMINGTON HILLS CITY HALL-VIEWPOINT ROOM  
31555 W. ELEVEN MILE ROAD  
FARMINGTON HILLS MI 48336

**CALLED TO ORDER BY:** Chair Ciaramitaro at 5:15 PM.

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

**MEMBERS ABSENT:** Reynolds and Faine

**OTHERS PRESENT:** Yuskowatz, (Associate), Moyna (Alternate), Massey, (Associate) Warthman, (FPS), Neufeld, (FHFD) and FH Police Chief Nebus.

**APPROVAL OF AGENDA – November 05, 2018:**

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

**APPROVAL OF MINUTES – October 01, 2018:**

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

**BUDGET:**

EPC FH budget: \$2,327.00 beginning balance.

CERT budget: Current balance of \$1,497.13. Expenditures of \$280.00 for t-shirts leaving a balance of \$1,217.13.

**EVENTS, ACTIVITIES, MARKETING AND PROGRAMS:**

*General activities and updates:*

- *Projects to consider in 2019:*

*Getting CERT Team involved in community activities* such as partnering with SAFE and First Aid. *CERT Team training class recruitment campaign* -setting up a one-day community event with short lectures and hands-on demonstrations at one location. Invite HOSA students. This “round robin” event could possibly be set up for October, 2019. Yuskowatz will review her files to see if she can locate previous documentation and draft outlines. Ciaramitaro will contact Beaumont Farmington Hills location about hosting the event.

*Women’s Self-Defense classes*- Szymusiak will plan for 2 classes in 2019. One in March and the other in September. Ciaramitaro will contact Beaumont Farmington Hills location about sponsoring this class by offering to employees and patients and holding in the facility. Ongoing construction limiting parking options could be problematic.

- *Ordering of engraved name plates for Doug Reynolds and Andrew Biggs (Neufeld)*

*Tip of the month discussion and schedule:*

Volunteer to give Tip of the Month to the FH City Council on December 10th, 2018 will be Ciaramitaro.

Retooling of Tip of the Month content: Awaiting Reynolds to complete the last month or two. The way the content for the new Tips has been conceived allows for the same subject matter to continue year to year but different details within the subject are explored each year.

*Website development progress*- Reynolds not able to attend meeting.

*Discussion of t-shirt purchase*- A sample of the finished t-shirt was displayed and it was agreed that the material of the polo would be a polyester blend instead of cotton.

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

Tutak plans to meet with Warthman and Neufeld and hopefully, the fire and police chiefs on November 15th in the afternoon to discuss integration of CERT within the two communities.

Tentatively planning for the next CERT Training class to begin in late February. Had the fall class graduation on November 3<sup>rd</sup> with 5 graduates. Critical incident stress management (CISM) is an international standard of care that is the appropriate intervention response for those affected by a traumatic incident. No other CERT Team in the state has 3 trained in this supportive process that minimizes the negative effects of a traumatic event. Would like to utilize in community through lectures and such.

Neufeld appealed to Tutak, York and Sloan to put together *Standard Operating Orders* in the management of the CERT team. Would like to see an organizational chart (ICS Form 207) first. Need guidelines that define hierarchy, process, contacts and all the things that make the team operational. Tutak has had preliminary meeting to begin process.

### **LIAISON REPORTS:**

#### *FPS – Warthman*

- **CPR** class November 8<sup>th</sup> in Farmington city council chambers. Contact [JWren@farmgov.com](mailto:JWren@farmgov.com) to register. No charge for Farmington residents.
- **Farmington** approved an annual budget of \$500 beginning July, 2019.

#### *FHFD – Neufeld*

- **CPR/AED, First Aid and Stop the Bleed** training from 5:30 to 10 PM on Nov. 13<sup>th</sup> and Dec 6<sup>th</sup>, 2018. Open to public and being held at FS #4 on Drake Road. Register at [swest@fhgov.com](mailto:swest@fhgov.com) or 248-871-2802.
- **4** new hires.
- STB kits – continue to be available at the most competitive rate in SE Michigan. 4,000 trained as of August, 2018.

#### *FHPD – Nebus*

- Squad car will be in Holly Days parade to begin at 6pm on December 2<sup>nd</sup>.
- STB Initiative grant denied for FPS, Lady of Sorrows and Mercy HS.
- Stress in religious community after mass shooting in Tree of Life Synagogue. Extra patrols have been assigned and extra details at Adat Shalom Synagogue at their request.
- Day care ALICE training completed in all FH facilities.

### **PUBLIC COMMENT(S):**

Yuskowatz YMCA report- Fundraiser kick-off for 2019

### **COMMISSIONERS COMMENTS:**

**Wecker** came across a postcard describing an upcoming CPR/STB training and would like to see EPC design one that would have our programs listed for the entire year of 2019.

- CPR/STB/First Aid dates on one side and Women's Self Defense classes on the other.
- Postcards printed inexpensively - Massey would be willing to speak with a vendor who could print 10-20,000 from extra runoff from other print jobs.
- Use local community outlets as sources to dispense. (drug stores, Costick Ctr., libraries, etc.)
- Add a QR code to store many types of information.

**OTHER AGENDA ITEMS AS NEEDED:**

*Tutak* will be giving a 15-minute presentation to Franklin Knoll subdivision on General Preparedness on 11/14/18.  
*HOSA* – The national HS student organization that promotes career opportunities in the healthcare industry will hold annual conference Friday, November 30<sup>th</sup>. Those interested in volunteering can contact DeFranco.

**ADJOURNMENT:**

Ciaramitaro adjourned the meeting at 6:20 PM.  
Minutes drafted by: Secretary DEFRANCO



Special/Study Session Meeting  
 6:00 p.m., Monday, November 19, 2018  
 Conference Room  
 23600 Liberty Street  
 Farmington, MI 48335

**DRAFT**

## STUDY SESSION MINUTES

A special meeting of the Farmington City Council was held on November 19, 2018, in Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

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

### 1. ROLL CALL

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

#### City Administration Present

City Clerk Mullison  
 City Manager Murphy  
 Controller Amy Norgard  
 City Attorney Schultz  
 City Treasurer Weber

### 2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

### 3. PUBLIC COMMENT

No public comment was heard.

### 4. PLANTE & MORAN ANNUAL CITY AUDIT PRESENTATION

City Treasurer Weber introduced David Helisek, Justin Kolbow, and Erin Brzezinski from Plante & Moran who presented recent audit results for the City of Farmington. The City audit statement has earned an unmodified opinion which is the highest level of assurance that can be given. Kolbow and Helisek covered the highlights of the audit results and noted that they had met with Murphy, Norgard, and Weber to be sure that the information that was provided for the audit was indeed the information that was compiled and included in the financial statement.

Helisek drew attention to the opinion letter and the emphasis of matter paragraph which records an opinion when there is a significant change from the previous years as to how liabilities would be reported. As Council was walked through the presentation information, OPEB liability was discussed and corrective action plans were pointed out. Related to OPEB, the City's fund is probably one of the best funded retirement plans in the state related to health care.

Kolbow described the graphs related to the General Fund, indicating that there were really no significant changes.

Council questioned the Plante & Moran representatives about debt load, future expenses, legacy costs, and revenue sharing.

## **5. DISCUSSION ON MARKET MANAGER CONTRACT**

City Manager Murphy presented changes to the Market Manager contract due to improvements and expansion of the Market and additional duties of the Market Manager. Council questioned Murphy on Market revenue and expenditures.

## **6. DISCUSSION ON FARMINGTON CIVIC THEATER MANAGER CONTRACT**

Murphy presented changes in the Theater Manager contract because of additional duties relating to management of commercial refuse collection in the North lot. Council indicated support of the Theater Manager for his willingness to take over this job.

## **7. OTHER BUSINESS**

No other business was heard.

## **8. COUNCIL COMMENT**

Mayor Schneemann reminded Council to hold their comments during the Public Hearing portion of the regular meeting.

## **9. ADJOURNMENT**

**Move to adjourn the meeting.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem



The meeting adjourned at 6:41 p.m.

\_\_\_\_\_  
Steve Schneemann, Mayor

\_\_\_\_\_  
Mary J. Mullison, City Clerk

Approval Date:



**Regular City Council Meeting**  
**7:00 p.m., Monday, November 19, 2018**  
**City Council Chambers**  
**23600 Liberty Street**  
**Farmington, MI 48335**

**DRAFT**

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## **REGULAR MEETING MINUTES**

A regular meeting of the Farmington City Council was held on November 19, 2018, 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

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

### **1. ROLL CALL**

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

#### **City Administration Present**

Director Christiansen  
Director Demers  
Superintendent Eudy  
City Clerk Mullison  
City Manager Murphy  
Controller Norgard  
City Attorney Schultz  
City Treasurer Weber

### **2. PLEDGE OF ALLEGIANCE**

### **3. PUBLIC COMMENT**

Chuck Fehl of Chatham Hills Subdivision detailed road repair needs on Treehill Boulevard.

Haley Stevens, 11<sup>th</sup> District US Congresswoman-elect, reported on her plans upon taking office once she is sworn in.

### **4. APPROVAL OF ITEMS ON CONSENT AGENDA**

#### **A. Farmington Quarterly Investment Reports**

- B. Farmington Quarterly Financial Reports
- C. Farmington Quarterly Financial Reports - Court
- D. Farmington Monthly Payments Report
- E. Farmington Public Safety Monthly Report
- F. Accept and File Local Government Retirement System Annual Report
- G. Accept City of Farmington Board and Commission Minutes
- H. Farmington City Council Meeting Minutes  
     October 15, 2018 Special Meeting  
     October 15, 2018 Regular Meeting
- I. Consideration to Adopt Resolution Establishing 2019 Farmington City Council Dates
- J. Consideration to Adopt Resolution Establishing 2019 DDA Events
- K. Consideration to approve Market Manager Contract
- L. Consideration to approve Farmington Civic Theater Manager Contract

Move to approve the consent agenda as presented. \*\*

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

**5. APPROVAL OF REGULAR AGENDA**

Move to approve the regular agenda as presented.

**RESULT:** APPROVED AS AMENDED [UNANIMOUS]  
**MOVER:** LaRussa, Councilmember  
**SECONDER:** Taylor, Councilmember

**6. PRESENTATION/PUBLIC HEARINGS**

**A. Plante & Moran Annual City Audit Presentation - David Helisek**

Helisek provided a report on the City’s audit ending June 30, 2018. Farmington received an unmodified opinion which is the highest level of assurance that can be given to a financial statement. He noted there are no weaknesses in the internal control system which means the financial information the City receives is reliable, and emphasized the high profile items coming through the Michigan Treasury, including Public Act 202 which addresses the funding levels of post-retirement benefits. He spoke about the city issuing debt in the form of OPEB bonds to fund the Retiree Healthcare Fund. He stated the City is about 88% funded for retiree healthcare which is extremely good compared to other communities.

LaRussa asked about revenue sharing and whether the program is a competitive one and wondered how it worked. City Treasurer Weber indicated that revenue sharing is not competitive.

Galvin thanked Helisek and Plante & Moran as well as Weber and Controller Norgard for their work. He then spoke about pension liabilities and how pension costs will increase, taking into account increases in annual pension payments. Though Farmington is still at a lower but still viable funding percentage, pension costs will be our largest expenditure. Galvin asked Weber, City Manager Murphy and Director Demers for a 3-5-10 year plan or projection on a targeted pension income fund policy statement.

**B. Public Hearing Program Year 2019 Community Development Block Grant Application**

City Manager Murphy introduced the topic and summarized the CDBG services.

**Move to open the public hearing to receive public comment on the 2019 Community Block Grant Application.**

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

Karen Dekett, Director of Social Action at HAVEN, detailed community programs HAVEN offers to residents and asked that Council consider including HAVEN in the plans for the CDBG grant.

Mayor Schneemann asked for a motion to close the public hearing.

**Move to close the public hearing.**

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

**7. UNFINISHED BUSINESS**

**A. Consideration to approve 2019 Program Year Community Development Block Grant Application**

Murphy proposed the adoption of the resolution for the use of PY 2019 Community Development Block Grant funds of \$23,677 for the Senior Center and Senior Services.

Bowman commented on how Farmington's funding would be used within the CDBG program and stated that she would like to hear more about HAVEN and how those funds could be allocated in the future.

**Move to approve resolution adopting 2019 Program Year Community Development Block Grant Application. \*\***

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

**8. NEW BUSINESS**

**A. Special Event Permit – Light Up the Grand & Holly Days**

Greater Farmington Chamber of Commerce Director Mary Martin introduced Light Up the Grand & Holly Days. She spoke of the collaborative nature of the event, and pointed out that the Chamber, the DDA, the City of Farmington, including the DPW and Public Safety have come together to make this happen. This event brings together elements that include the Farmington Civic Theater, the Farmers Market, and the Warner Mansion. Warner Mansion Director Kim Shay and the DDA have both worked with the Chamber to promote this event.

LaRussa asked about portraits with Santa at the Farmington Garage. Galvin inquired about whether roasted chestnuts would be available. Bowman thanked Martin for collaborating with the DDA and reiterated that the parade has grown over the last few years. Martin stated that the Market hours have extended this year to keep residents downtown until the parade begins. Taylor inquired about Metromode media coverage. Schneemann commented on the fantastic momentum this event has generated.

**Move to approve the special event application for the 2018 Holly Days and Light Up the Grand Parade on Saturday, Dec. 1 from 10 a.m. until 8 p.m.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	Taylor, Councilmember

**B. Special Event Permit – Farmington Winter Artisans Market**

Gilda Wong, Worthy Matron of the Order of the Eastern Star, and Faith Dew, Associate Matron, requested approval through January for a Winter Artisan Market.

LaRussa inquired as to typical attendance at the Winter Market and Wong answered that it might be less than one hundred people, with ten to fifteen vendors. Bowman thanked Wong for stepping up to keep this program going and asked about advertising plans. Wong indicated that her publicity effort will kick off as soon as she receives permission for the events.

**Move to approve the special event application for the Farmington Winter Artisan Market to be held at the Masonic Lodge, 34002 Grand River Ave. on Saturdays in December and January from 10 a.m. until 2 p.m.**

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	Taylor, Councilmember

**C. Consideration to authorize purchase of Swaploader Roll-off Container Attachment**

Superintendent Eudy described the need for a roll-off container to use for maintenance efforts.

**Move to authorize Administrative Staff to purchase the Swaploader Roll-off Container Attachment in the amount of \$7,923.00 for the 2015 Freightliner Salt Truck from Truck & Trailer Specialties located at 1200 Victory Drive Howell MI 48843.**

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

**9. DEPARTMENT COMMENT**

Weber spoke about the efforts of the audit and commended Norgard for all her work on the audit.

Demers highlighted snow emergencies and reminded the community about what is expected when a snow emergency is declared. He also asked residents to clear snow from hydrants so that they can be accessed when needed.

Eudy played a video that highlighted how to shovel snow to not get blocked in by snow plows. He asked that parents monitor children and keep them from snow tunneling near roads. LaRussa asked about the progress of new LED light replacement. Eudy indicated that Farmington is more than 73% complete. Schneemann asked about extension of leaf pick up and Eudy gave an overview of the late season extended schedule.

Christiansen reported on the upcoming City of Farmington Master Plan update open house meeting and invited all to attend to be part of the process. Development projects in progress for the Planning Commission include the Samurai Steakhouse PUD. LaRussa asked for an update about the easements for the Courthouse property and Christiansen stated that the sale has been completed. Schneemann expressed his excitement for the wrap up of the Master Plan.

Mullison commented on the success of the recent election and commended Farmington's Election Inspectors and Receiving Board for their hard work throughout an especially long election day. She confirmed that the County Board of Canvassers had already approved the City's election results and the State would be certifying the election soon. Bowman pointed out that Mullison's first election as Clerk was also the highest voter participation in a long time with over 70% of eligible voters taking part. She congratulated Mullison and the Clerk Department team and volunteer staff. Schneemann also expressed his thanks for a job well done.

Murphy thanked Mullison for her work on the election and Weber and Norgard for their work getting everything together for the auditors, noting that Norgard still had work to be done.

## 10. CITY COUNCIL COMMENTS

LaRussa thanked Director Demers for allowing him to go on a “ride-along” with the Public Safety night shift, with particular thanks to Commander Houhanisin. He also commented on the SEMCOG Regional Transportation Plan, distributing a handout to Council.

Bowman took a moment to thank the citizens for approving the recent millage request and reminded the public that Farmington needs to be very smart with the money, but that it is not a windfall. She commented that it’s great that the residents have so much faith and trust in Council’s leadership.

Schneemann also thanked Weber and Norgard on the tremendous job they do year after year on the audit, and stated that residents should have tremendous confidence in the financial leadership here in Farmington. He echoed Bowman’s comments about the passing of the millage and he pointed out that the administration and leadership went the extra mile to support the approval of the millage.

## 11. CLOSED SESSION – COLLECTIVE BARGAINING NEGOTIATION AND CONFIDENTIAL COMMUNICATION FROM LEGAL COUNSEL

**Move to enter closed session to discuss collective bargaining negotiation and confidential communication from legal counsel.**

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

Council entered closed session at 8:15 p.m.

**Move to exit closed session.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bowman, Mayor Pro Tem
<b>SECONDER:</b>	LaRussa, Councilmember

Council exited closed session at 8:36 p.m.

## 12. APPROVAL OF POAM WAGE INCREASE

**Move to approve the tentative POAM Collective Bargaining Agreement adopting a 2% wage increase for the remainder of the term of the existing contract.**

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

**12. ADJOURNMENT**

**Move to adjourn the meeting.**

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

Meeting adjourned at 8:37 p.m.

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Steve Schneemann, Mayor

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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.





Regular City Council Meeting  
7:00 p.m., Monday, December 3, 2018  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335

**DRAFT**

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## REGULAR MEETING MINUTES

A regular meeting of the Farmington City Council was held on December 3, 2018, 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 7:00 pm by Mayor Steve Schneemann.

### 1. Roll Call

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

#### **City Administration Present**

Supervisor Eudy  
City Clerk Mullison  
City Manager Murphy  
City Attorney Saarela

### 2. Approval of Agenda

**Move to approve the regular meeting agenda.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

### 3. Public Comment

No comment was heard.

#### 4. Special Event Application – Founders Festival

Mary Martin, Director of the Greater Farmington Chamber of Commerce, requested that Council review and consider moving the 2019 Founders Festival to Shiawassee Park. She detailed the changes planned and introduced Gino Gravinski, GFCC Board of Directors and Julie Law, 360 Event Productions. Martin summarized the footprint of the 2018 festival in order to explain why changes were being considered. She cited paring down the crafters and vendors and not taking up parking in the downtown as detrimental to holding the Festival in the downtown area. The new Fido Fest, the kid's stage and family activities, robotics, and education for kids were at the park and were successful.

Parking and lighting were main issues as the GFCC explored at the proposed change for the 2019 Festival, but both Farmington Public Safety and Farmington DPW were consulted before these changes were submitted. The Public Safety cost would be cut if the Festival was only in Shiawassee Park. Martin also suggested that sponsors are more interested in the festival being in one area to concentrate exposure.

Parking at Our Lady of Sorrows is being considered. The GFCC has already gained permission to use parking behind the Farmington Public Schools Administration Building and possibly at Farmington High School. Senior citizen shuttles are being considered. Martin also suggested downtown parking be utilized along with navigating the stairs to the park.

Communications will go out to the general public about any approved changes as soon as possible. Businesses in the downtown will also be notified of changes in January. Restaurants might be able to coordinate participation either by using shuttles to their establishments or by having a presence in the park itself.

Other benefits to the proposed change include keeping Farmington Road open and avoiding associated costs. In the proposed plan only Shiawassee Street would be closed in a limited section between Farmington Road and Power Road.

Schneemann noted that a resolution for approval was on hand, but that it was just an approval of the Special Event application.

LaRussa thanked Martin and her associates for all the work she had previously done, and asked if the event had made money last year. Martin replied that the 2018 Festival had broken even, but the two previous years did not. LaRussa asked about the mini-celebrations that have been in conjunction with the festival such as the Methodist Church Ice Cream Social and whether they would still be welcome to be involved. Martin responded that the GFCC would not manage the other elements and suggested that they should also have to go to Council for their own Special Event application. She also stated that the large parking lot would be reserved for vendors to store and restock merchandise after a question from LaRussa. He also raised a question about children playing at the playscape while over 21 events are occurring. LaRussa offered to help facilitate getting the fireworks added back to the schedule.

Schneemann noted that having the festival just in downtown Farmington is a recent formulation so the proposed plan is not an unprecedented sort of move.

Bowman reminded Council that Martin had just finished a success in the recent Holly Days event. Bowman stated that Farmington residents put much emotional stock in Farmington events. She noted that his might be a change to a traditional Festival, but that there have been many new events and opportunities happening in downtown Farmington in recent years to keep

interest and compensate in that area. She cited how this new plan would take several problems off the table for both businesses and participants. She commented that she does not think that it should be the Chamber's responsibility to support all the non-profit participation in the festival. She supported trying the proposed 2019 Festival plan for a year to see what happens.

Taylor asked what kind of feedback Martin had gotten from businesses about past Festivals and about moving to Shiawassee Park. Martin responded that the Chamber always heard from those who were unhappy and who had not felt supported by the Chamber. Martin also stated that she did not think that those negative responses had pushed them down this path, but rather the success of the events in the park last year. Taylor also asked if there was an overlying theme for the Festival. Martin agreed that it was a good point and that the Festival was struggling with identity. She said that it was more of an entertainment event rather than any labeled event. Martin thought that this festival would allow them to accommodate more family-type opportunities. Taylor questioned the ecological impact of the Festival on the park itself and Martin stated that the park stayed stable last year with three days of rain and she has consulted with Farmington DPW on possible environmental impacts.

Galvin appreciated that Martin had brought up the identity of the Festival and he would like both businesses and residents to be asked about what they would like to see happen for future Festivals. He suggested that this is a significant change and that a survey might both communicate and receive information from the community. He stated that the biggest concern is that many people identify the Festival with the downtown and that moving the Festival to the park might be too much to ask from residents. Martin appreciated his comments and cited other problems with having things both in downtown and in the park. She asked Galvin what specifically he would intend with a survey, and Galvin suggested SurveyMonkey or another web survey tool to let residents and businesses bring their thoughts to the Chamber. He said that he thought Martin might get pushback from residents this year. Martin agreed that they could do a survey but sees a time crunch in adding that portion to their preparations. She also reminded Council that the Chamber is a business organization and they had to consider the good of their members.

Discussion ensued about the difficulties of past events and how to solve them for this Festival.

Schneemann reminded all that the Council represents only the citizens of Farmington and discussed the difficulties of a survey that had been suggested earlier. He also addressed the connectivity between downtown and the park and that this is something Council has been trying to improve for quite a while. He reminded Martin that the City plans on improving infrastructure, but that it might not happen by this Festival. Galvin asked whether we wait for an event to be a catalyst to promote change or wait until we have better connectivity to have an event.

Schneemann invited thoughts from each Council member. Galvin understands that festivals like this must always change to stay fresh and he stated that he would never vote against the Founders Festival. Bowman reminded the Chamber members that they don't always hear from those who are happy with the event and that even though the Festival isn't the same, it should go ahead. LaRussa referred to the competitive challenge noted and acknowledged that he is in favor of the change. Taylor expressed her support and suggested that the Chamber bring back just one element from past festivals to be able to include a nostalgic element. Schneemann said many enjoyed the festival, particularly the Fido Fest, and encouraged the GFCC to evolve the event.

**Move to adopt resolution approving the 2019 Founders Festival which includes approving event locations, authorizing road closures and applications for temporary liquor licenses. \*\***

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	LaRussa, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem
<b>ROLL CALL:</b>	Bowman, Galvin, LaRussa, Schneemann, Taylor

## **5. Consideration to Adopt Oakwood Cemetery Crypt Lot Fees**

Superintendent Eudy presented the history of the development of proposed crypt lots.

Bowman questioned whether any prior interest had been expressed and whether the costs are competitive. LaRussa cited cemetery trends for multiple use and Eudy explained that was not the intent of this project. Schneemann asked why the suggested fees are below market value for similar offerings. He suggested that the costs be made comparable with other communities that have comparable crypts.

Murphy suggested Administration could do more research and bring it back with adjusted fees. Schneemann directed him to do so for the next Council meeting.

## **6. Council Liaison Updates on Boards and Commissions**

Schneemann requested that those serving as appointed members of Boards and Commissions give a synopsis of their groups' work. Each council member summarized current projects and concerns of each group they are associated with.

Within Galvin's discourse on the Roads Committee Schneemann directed Murphy to look at upcoming roads projects and what committee to go through before Capital Improvement Planning begins.

## **7. First Reading of Proposed Pedestrian Crosswalk Ordinance**

City Manager Murphy explained why this topic was referred to as a first reading again and City Attorney Saarela explained the changes made to the original offering. LaRussa questioned what he perceived as vague language about crossing. He asked for clarification to tighten up the intent of the language. Taylor cited a prior conversation with Director Demers about perceived intent of pedestrians and indicated that she would like to see pedestrian intent indicated by them stepping into the crosswalk. Bowman liked the change from yield to stop. Schneemann asked that the ordinance be weighted heavily toward pedestrian safety. He would like not only strong crosswalk rules but strong enforcement. Discussion ensued about not being able to regulate or determine intent. Saarela suggested not trying to regulate intent, but more indicate physical placement as demonstrated intent. Murphy messaged Demers and he indicated that he would prefer to retain the language as presented to make enforcement more effective.

LaRussa suggested adding “crossing or who have started to cross” to the description. Schneemann disagreed and suggested that this language is just like what is in the present ordinance. He suggested counsel look at Suttons Bay crossing ordinances.

**Move to approve first reading of amendment to Chapter 31, “Traffic and Motor Vehicles,” Article II, “Motor Vehicle And Uniform Traffic Codes,” Division 2, “Uniform Traffic Code,” of the City Of Farmington Code Of Ordinances to add Section 31-55, “Pedestrians; Right-of-way in Crosswalk”**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

#### **8. Discuss Renting Riley Park Ice Rink**

City Manager Murphy stated that requests have been made to rent out the Riley Park Ice Rink for private events. He stated that it would only be for off peak hours and requested that Council consider allowing rental for possible revenue gains which would help to offset costs. Council questioned why this was not already allowed, and were reminded that only public events are allowed at Riley Park. Saarela suggested that this would be an amendment to the Special Event Policy. Bowman suggested a deposit be considered and that liability should be considered. Galvin asked about what rate is being considered. Discussion ensued about how the rules might apply. Galvin asked administration to look at the charges of similar venues.

#### **9. Schedule Date for Board and Commission Re-Appointment Interviews**

Murphy explained that term expiration of members on certain boards has already been reached and that plans should be made to reengage and interview board and commission members for re-appointment. Discussion followed about process and timing. Council directed Murphy to plan at least two meetings in January through mid-March to accomplish necessary interviews.

#### **10. Other Business**

LaRussa asked for help about emails from GWLA Water Partnership. Saarela stated that she attends these meetings and that Public Service Superintendents are involved. LaRussa also expressed concern about Council attendance or coverage at an upcoming Michigan Municipal League seminar on the passing of Proposal 1. Taylor stated she would be attending.

#### **11. Council Comment**

No Council Comment was heard.

**12. Adjournment**

Move to adjourn the meeting.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Taylor, Councilmember
<b>SECONDER:</b>	Bowman, Mayor Pro Tem

The meeting adjourned at 9:27 p.m.

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Steve Schneemann, Mayor

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Mary 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 Council  
Staff Report**

**Council Meeting  
Date: December 17, 2018**

**Item  
Number  
4F**

**Submitted by: Melissa Andrade**

**Agenda Topic: Board and Commission Resignations**

**Proposed Motion:**

Consideration to accept the resignation of David Gronbach from the Planning Commission and Meg Day from the Beautification Committee

**Background:**

**Materials: Resignation emails**

## **Board and Commission Resignations**

### **David Gronbach resignation, Planning Commission:**

December 5, 2018

Kevin P. Christiansen, AICP, PCP  
Economic and Community Development Director  
City of Farmington  
23600 Liberty Street  
Farmington, MI 48335

Kevin,

This is to confirm to you in writing that I wish to resign from the Farmington Planning Commission as of the end of the year, December 31, 2018. I have enjoyed being a member of the Farmington Planning Commission for a number of years, however I have recently retired from work and will be spending a number of months out of the city and will not be able to attend future meetings on a regular basis, therefore in the best interest of the Planning Commission I am resigning as a Planning Commissioner.

I do plan to attend the December 10, 2018 meeting and will see you there. If you need any further information from me, please let me know.

Thank you,

David Gronbach  
34555 Oakland

### **Meg Day resignation, Beautification Committee:**

December 12, 2018

Thank you Melissa, but I've moved from Farmington to Bloomfield Hills. My seat can be otherwise filled.

~Meg



**Farmington City Council  
Staff Report**

**Council Meeting**  
**Date:** December 17, 2018

**Item  
Number**  
**4F**

**Submitted by:** Ted Warthman, Deputy Director of Public Safety

**Agenda Topic:** Resolution to Adopt the City of Farmington Emergency Operations Support Plan

**Proposed Motion:**

Motion to Approve the Resolution to Adopt the City of Farmington Emergency Operations Support Plan

**Background:** The City of Farmington last elected to be incorporated into the Oakland County Emergency Management Program in January of 2015. By becoming part of the county emergency management program, the City of Farmington and Oakland County have certain responsibilities to each other. This Emergency Operations Support Plan has been developed to identify the responsibilities between the City of Farmington and Oakland County in regards to emergency management activities. It also provides for City of Farmington government agencies to respond to various types of emergencies or disasters that affect the community. This support plan is to be used in concurrence with the Oakland County Emergency Operations Plan as it is a supporting document. The support plan will be maintained in accordance with the current standards of the Oakland County Emergency Operations Plan. Review and passage of this support plan through a resolution must be accomplished every four years.

**Materials: Emergency Operations Support Plan  
Proposed Resolution**

**City of Farmington**

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# **Emergency Operations Support Plan**

**A Support Plan to the Oakland County Emergency Operations Plan**

**January 21, 2019**

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**SIGNATURE PAGE**

Date: January 21, 2019

To all Recipients:

Transmitted herewith is the Support Emergency Operations Plan for the City of Farmington in support to the Oakland County Emergency Operations Plan. The plan provides a framework for the City to use in performing emergency functions before, during, and after a natural disaster, technological incident, hostile attack or other emergency.

This plan was adopted by the Farmington City Council under Resolution No. 01-21-019 dated January 21, 2019. It supersedes all previous plans.

January 21, 2019

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Signature of Chief Executive Official

Date

# **CITY OF FARMINGTON**

## **INTRODUCTION TO THE PLAN**

### **I. Purpose**

City of Farmington has elected to be incorporated into the Oakland County Emergency Management Program. By becoming part of the county emergency management program, the City of Farmington and Oakland County have certain responsibilities to each other. This Emergency Operations Support Plan has been developed to identify the responsibilities between the City of Farmington and Oakland County in regards to emergency management activities. It also provides for the City of Farmington government agencies to respond to various types of emergencies or disasters that affect the community. This support plan is to be used in concurrence with the County Emergency Operations Plan as it is a supporting document. The support plan will be maintained in accordance with the current standards of the Oakland County Emergency Operations Plan. Review of this support plan shall be accomplished every four years.

### **II. Scope**

This plan is a flexible document in which changes from the content of the plan may occur due to unique nature of emergencies. Each agency that has a supported role in this plan or its elements should have developed Standard Operating Procedures (SOP) which provides systematic instructions for accomplishing assigned functions. In addition to supporting emergency preparedness and response efforts, the local government also conducts other activities such as personnel training, participating in exercises, encouraging chronic disease prevention techniques; educating the public on awareness activities, and the use of appropriate land use planning decisions for mitigation and prevention purposes as well. Through this plan, the City of Farmington continues to implement the National Incident Management System, participating in efforts to provide an effective and efficient incident management operation.

### **III. Plan Maintenance and Implementation**

The plan has been developed together with local community and county officials to ensure consistency within the county emergency management program documents. The plan is required to be approved by the City of Farmington every four years, or whenever the CEO changes and is to be forwarded to the County Emergency Management Office. Upon approval, it will be implemented, tested through exercises in concurrence with County officials, and reviewed/updated to maintain currentness with the County Emergency Operations Plan.

This plan has been provided to all municipal agencies, elected officials and the county emergency management office.

### **IV. Emergency Management Program Oversight**

The City of Farmington has appointed the Director of Public Safety to serve as the municipal emergency management liaison responsible for working with the County Emergency Management Coordinator in matters pertaining to emergency management. Pursuant to the requirements in P.A. 390, of 1976, as amended, Section 19, Oakland County has adopted a resolution that incorporates the City of Farmington into its emergency management program, which is necessary for disaster assistance.

# CITY OF FARMINGTON

## BASIC INFORMATION

### I. Community Profile

The City of Farmington is situated in the southwest section of Oakland County. The community has a population of 10,423 residents. Of this number, approximately 16% are identified as individuals with functional needs. Many of these individuals reside in congregate care centers, but others reside in non-group homes where help is provided as needed or on-call. The city's major industry is mixed retail, employing approximately 700 people.

According to the County's Hazard Mitigation Plan, the community is most vulnerable to natural disasters. Areas within the community which are more of a concern as a result of these hazards include Farmington Place Apartments and Medilodge of Farmington. More information regarding hazard vulnerability can be found in the County's Hazard Mitigation Plan/Analysis.

Within the community, there are approximately three (3) sites that contain substantial quantities of hazardous substances. Of these sites, one (1) contains extremely hazardous substances (AT&T building Grand River & Power Rd). Pursuant to SARA Title III, off-site emergency response plans have been developed by the Oakland County Local Emergency Planning Committee (LEPC) to prepare the public safety department(s) to respond to the specific extremely hazardous substances on the sites. In addition, the owners of the sites have reported the types of hazardous substances that are housed on-site, as required by the Emergency Planning and Community Right-To-Know Act.

### II. Emergency Management Authority

Pursuant to P.A. 390 of 1976, as amended, the municipal CEO, City Manager, may declare a local state of emergency for the City of Farmington. In the CEO's absence, pursuant to local legislation, the Director of Public Safety is authorized to declare the local state of emergency as well. Upon a declaration, PA 390 also authorizes the CEO to issue directives, such as restrictions to travel on local roads. The local declaration activates this emergency plan as well as the emergency operations center to conduct activities to ensure the safety of people, property, and the environment.

By resolution **01-21-019**, the City of Farmington has adopted the National Incident Management System as the standard for incident management for all-hazards. Through the adoption, the City continues to implement the concepts of the NIMS through training, planning, and exercising activities.

### III. Response Resources

The city of Farmington maintains two (2) departments (Department of Public Safety & Department of Public Works) responsible for providing public safety and welfare to the community. The two departments are comprised of qualified emergency personnel, and maintain equipment capable of responding to emergencies. A list of resources that the departments use for emergency situations can be requested through the municipal emergency management liaison. Under circumstances, if the incident requires additional resources beyond the capability of the City of Farmington, the CEO may enact mutual aid, or it may be necessary to request county assistance through proper procedures.

#### IV. Emergency Management Organization

The City of Farmington emergency management organization consists of two (2) departments responsible for conducting activities in response to emergencies within the community. These departments have been assigned to specific emergency functions which the municipality has identified as necessary in order to provide an effective response to secure the safety of people, property, and the environment. Each agency is responsible for implementing pre-disaster activities to help prevent and/or prepare for various hazards that the community is vulnerable to such as: chronic diseases, flooding, hazardous material spills, inclement weather, tornadoes, and public disturbance; a more precise list can be found in the County’s Hazard Mitigation Plan/Analysis. Prevention and preparedness activities include: awareness training, exercising, hygienic practices to prevent spreading of infectious diseases, stockpiling equipment, and educating people to self-care in an emergency.

The Director of Public Safety serves as the incident manager for municipal coordination. At his/her side includes the emergency management liaison (Deputy Director), a planning chief (Commander), finance chief (City Treasurer), operations chief (Fire Marshal), and logistics chief (Public Works Supervisor). The operations chief is responsible for coordinating the individual emergency functions assigned by agencies.

The table lists the functions, assigned agencies, primary point of contact, and phone number.

Function	Agency	Primary Contact	Phone
Direction and Control	Department of Public Safety	Frank Demers Director	248-474-5500 Ext: 2235
Fire Services	Department of Public Safety	Frank Demers Director	248-474-5500 Ext: 2235
Law Enforcement	Department of Public Safety	Frank Demers Director	248-474-5500 Ext: 2235
Warning and Communications	Department of Public Safety	Frank Demers Director/or Designee	248-474-5500 Ext: 2235
Public Information	Department of Public Safety	Frank Demers Director/or Designee	248-474-5500 Ext: 2235
Damage Assessment	City Manager’s Office/ Director Economic Development	Director Kevin Christiansen	248-474-5500 Ext: 2226
Public Works	Farmington Department of Public Works	Charles Eudy Public Services Supervisor	248-473-7250
Emergency Medical Services	Department of Public Safety	Frank Demers Director	248-474-5500 Ext: 2235
Human Services	Department of Public Safety	Frank Demers Director	248-474-5500 Ext: 2235
Debris Management	Farmington Department of Public Works	Charles Eudy Public Services Director	248-473-7250

Line of Succession

The following is a list of the 2<sup>nd</sup> and 3<sup>rd</sup> alternates for each agency identified in the plan to maintain the emergency tasks assigned.

Agency	2 <sup>nd</sup> Alternate	3 <sup>rd</sup> Alternate
Department of Public Safety	Deputy Director Theodore Warthman	Commander Justin DuLong
Department of Public Works	Asst Superintendant Joshua Leach	
Agency	4 <sup>th</sup> Alternate	5 <sup>th</sup> Alternate
Department of Public Safety	Commander Bob Houhanisin	Commander Todd Anderson



## CITY OF FARMINGTON

### GENERAL EMERGENCY MANAGEMENT GUIDELINES

The following guidelines are general to the municipality, all agencies, and individuals who have a role in responding to an emergency within the community and coordinated by the City of Farmington. Being that emergency planning is a work in progress, guidelines are continuously reviewed and modified due to the situation and complexity of incidents.

- a) Report to the local Emergency Operations Center (EOC) when activated for scheduled exercises or disasters, or delegate another individual to staff the EOC and implement the plan.
- b) Implement mutual aid agreements or contracts with other organizations to supplement local resources that have been exhausted.
- c) Ensure compliance with this plan and the county Emergency Operations Plan (EOP), and any pertinent procedures and documents issued, which impact the provision of emergency services in the municipality.
- d) Train department emergency personnel in emergency management functions and NIMS/ICS concepts.
- e) Assist in the development, review and maintenance of the plan and of the County EOP.
- f) Develop and maintain standard operating procedures for specific functions or actions identified in the plan.
- g) Maintain a list of resources available by the departments/agencies.
- h) Protect records and other resources deemed essential for continuing government functions and each agency's emergency operations in accordance to procedures and policies.
- i) Establish mutual aid agreements and/or contracts with other jurisdictions/entities to supplement municipal resources.
- j) Establish a system of coordination, such as the incident command system, within the EOC. Field operations, however, are required to use the incident command system.
- k) Participate in the review and update of this emergency operations plan, in accordance to a schedule identified by the municipal emergency management liaison and the county emergency management coordinator.
- l) Adapt and provide printed emergency management materials and verbal messages to those who are vision impaired, non-English speaking, or deaf/hard of hearing.
- m) Conduct pre-disaster public awareness activities including education classes, self-care guidelines, communications plans, and protocols.
- n) Make recommendations to the CEO regarding protective actions.
- o) Utilize MI-CIMS or other systems to record and log significant events throughout the duration of the emergency, as well as the decisions made by the incident commander and municipal CEO.
- p) Continuously conduct emergency planning activities as it is a work-in-progress, periodically being reviewed and updated.
- q) All emergency response agencies are considered to be available to respond.

## CITY OF FARMINGTON

### EMERGENCY RESPONSE PROCEDURES

The following are procedures that the City of Farmington conducts and coordinates with the county in response to a local state of emergency.

- a) Ensure that the municipal emergency response agencies, elected officials and the county emergency management coordinator are notified of the situation.
- b) Municipal agencies assess the nature and scope of the emergency or disaster.
- c) If the situation can be handled locally, do so, using the following sequenced guidelines:
  - a. The emergency management liaison advises the CEO and coordinates all emergency response actions.
  - b. The CEO declares a local state of emergency and notifies the county emergency management coordinator of this action; a written local state of emergency declaration is forwarded to the county within 72 hours of the on-set of the emergency/disaster event.
  - c. The Director of Public Safety activates the Emergency Operations Center (EOC). The EOC is located at Department of Public Safety 23600 Liberty. If this location is unavailable an alternate location is at Department of Public Works 33720 Nine Mile Road. If this location is unavailable, the Director of Public Safety and the CEO will determine the appropriate location for the EOC.
  - d. Emergency response agencies are notified through smart-messaging or telephone, by the Director of Public Safety to report to the EOC.
  - e. The CEO directs departments/agencies to respond to the emergency situation in accordance to each agency's functional guidelines indicated in the attachments to this plan.
  - f. The CEO issues directives as to travel restrictions on local roads and recommends protective actions from the commanding agency. Protective action recommendations will be based on weather forecasting and if the incident complexity increases due to inability to respond rapidly and with a "ready" supply of resources to mitigate the incident.
  - g. Notify the public of the situation, through the Public Information Official, and takes appropriate actions.
  - h. Keep the county emergency management coordinator informed of the situation and actions taken.
- d) If municipal resources become exhausted or if special resources are needed, request county assistance through the county emergency management coordinator.
- e) If assistance is requested, the county emergency management coordinator assesses the situation and makes recommendations on the type/level of assistance. The County may also take the following steps:

1. Activate the County Emergency Operations Center
  2. Activate the County Emergency Operations Plan
  3. Respond with county resources as requested
  4. Activate mutual aid agreements
  5. Coordinate county resources with municipal resources
  6. Notify Michigan State Police/Emergency Management & Homeland Security District (MSP/EMHSD) Coordinator
  7. Develop a jurisdiction situation report and a damage and injury assessment report via MI-CIMS and submit to the MSP/EMHSD
  8. Assist the municipality with prioritizing and allocating resources
- f) If county resources are exhausted, the county makes a request to the Governor to declare a state of emergency or state of disaster in accordance with procedures set forth in PA 390, as amended. The county shall not request state assistance or a declaration of a state of disaster or a state of emergency unless requested to do so by the CEO of City of Farmington if the situation occurs solely within the confines of the municipality.
- g) If state assistance is requested, the MSP/EMHSD District Coordinator, in conjunction with the county emergency management coordinator and municipal emergency management liaison, assess the disaster or emergency situation and recommend the necessary resources that are required for its prevention, mitigation, or relief efforts.
- h) After completing the assessment the MSP/EMHSD District Coordinator immediately notifies the State Director of Emergency Management and Homeland Security of the situation.
- i) The State Director of Emergency Management and Homeland Security notify the Governor and make recommendations.
- j) If state assistance is granted, procedures are followed in accordance with the Michigan Emergency Management Plan and the County Emergency Operations Plan.

## **ADDENDA**

### **CITY OF FARMINGTON**

#### **EMERGENCY ACTION GUIDELINES**

The following attachments provide guidelines for each function that has been assigned to the agencies in response to an emergency or disaster situation.

- Attachment A: Direction and Control
- Attachment B: Fire Services
- Attachment C: Law Enforcement
- Attachment D: Warning and Communications
- Attachment E: Public Information
- Attachment F: Damage Assessment
- Attachment G: Public Works
- Attachment H: Emergency Medical Services
- Attachment I: Human Services
- Attachment J: Debris Management

Each agency assigned is responsible for maintaining the guidelines, as well as approving any changes to the guidelines or changes in the official responsible for implementation.

## DIRECTION AND CONTROL

The **Public Safety Director**, with support from the Emergency Management Liaison, is responsible for directing and controlling emergency management operations. The following guidelines represent a checklist of actions that the CEO and liaison must consider for providing an effective response to an emergency or disaster situation.

### Functional Guidelines:

- a) Issue orders and directives, i.e., travel restrictions, and recommend protective actions to be taken by the general public.
- b) Declare a local state of emergency or disaster and notify the county emergency management office.
- c) Generate and disseminate information to the public via the Public Information Officer.
- d) Provide for continuity of operations.
- e) Activate and maintain the local emergency operations center.
- f) Seek federal post-disaster funds, as available, as well as pre-disaster assistance.
- g) Maintain record of activity regarding decisions on emergency actions.
- h) Review and evaluate assessment data.
- i) Maintain liaison with state and federal officials.
- j) Coordinate with County officials in response and recovery efforts.
- k) Coordinate and conduct information sharing activities to identify potential and enacted WMD or terrorism activities, and mobilize and direct resources in response to such incidents.
- l) Prepare and maintain an emergency plan for the municipality subject to the direction of elected officials; review and update as required.
- m) Develop and maintain a trained staff and current emergency response checklists appropriate for the emergency needs and resources of the community.
- n) Coordinate with State and federal officials in collecting and sharing terrorism related information.

The executive official has reviewed and approves the assigned guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

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Signature of official

Date

## **FIRE SERVICES**

The **Public Safety Department**, is responsible for fire service activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

### **Functional Guidelines:**

- a) Provide command level representatives to the EOC and Unified Incident Command Post, when activated.
- b) Coordinate fire and search and rescue services with appropriate personnel at the County Emergency Management Agency; including assistance to regional specialty teams such as, but not limited to the Incident Management Team, Regional Response Team, MUSAR, and BOMB Squad.
- c) Coordinate with County EMC and the State of Michigan in the decontamination and monitoring of affected citizens and emergency workers after exposure to CBRNE hazards.
- d) Assume primary responsibility for emergency alerting of the public.
- e) Assist with evacuation of affected citizens, especially those who are institutionalized, immobilized or injured.
- f) Provide resources for fire services response and rescue operations.
- g) Assist in salvage operations and debris clearance.
- h) Advise elected officials about fire and rescue activities.
- i) Conduct safety analysis of the emergency, inform and recommend corrections to the CEO.
- j) Respond to hazardous materials spills in accordance to the procedures in Appendix 1 below.
- k) Assist in search and rescue operations.
- l) Assist in searching for bombs and/or explosive devices in connection with WMD events.

The public safety official has reviewed and approves the assigned guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

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Signature of official

Date

## **FIRE SERVICES**

### **HAZMAT RESPONSE GUIDELINES**

The **Public Safety Department** is responsible for the response to hazardous materials spills. Response will be acted in accordance to the following procedures:

- a) Assume incident command upon arrival at the scene.
- b) Establish scene security or coordinate with other available agencies to establish scene security.
- c) Monitor and evaluate environmental health risks or hazards from hazardous materials releases.
- d) Inspect possible sources of contamination.
- e) Provide technical assistance and liaison with other appropriate agencies or organizations for the remediation of hazardous waste releases and other contamination sources.
- f) Disseminate information to the Emergency Operations Center Public Information Officer on hazardous material releases issues.
- g) Make protective action recommendations based on severity and complexity of incident type.
- h) Ensure PPE is fit-tested to responders.
- i) Prior to proceeding with cleanup, analyze and evaluate the safetiness of the spill and contamination by a certified Safety Officer/technician.
- j) Decontaminate equipment and gear.

The fire services official has reviewed and approves the assigned guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

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Signature of official

Date

## LAW ENFORCEMENT

The **Public Safety Department**, is responsible for law enforcement activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

### Functional Guidelines:

- a) Develop and maintain procedures for the public safety department.
- b) Coordinate security and law enforcement services; with appropriate personnel at the County Emergency Operations Center.
- c) Establish security and protection of critical facilities.
- d) Provide traffic and access control in and around affected areas.
- e) Assist with emergency alerting and notification of threatened populations.
- f) Assist with the evacuation of affected citizens, especially those who are institutionalized, immobilized or injured.
- g) Perform search and rescue operations.
- h) Implement any curfews ordered by the CEO.
- i) Provide access control to affected areas.
- j) Provide emergency assistance to persons with functional needs.
- k) Assist the medical examiner with mortuary services.
- l) Coordinate urban search and rescue activities.
- m) Investigate incident and provide intelligence information to state and federal officials.

The law enforcement official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

---

Signature of official

Date



## WARNING AND COMMUNICATIONS

The **Public Safety Department** is responsible for warning and communications activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

### Emergency Guidelines:

- a) Warn the following individuals via telephone, email, or smart messaging.
  - Municipal Chief Executive
  - Municipal Emergency Management Liaison
  - County Emergency Management Coordinator
  - Municipal Emergency Operations Center representatives
- b) Ensure all agencies represented in the municipal Emergency Operations Center have communications to their staff at their department offices and at the incident site. This equipment consists of radios, telephone, cell phones, pagers, LEIN, or MDC.
- c) Establish communications with the county Emergency Operations Center if activated. The communications equipment available for this link is LEIN, telephone, fax, pagers.
- d) Establish communications with the Incident Command Post, if established.
- e) Ensure the public warning system provides notification to functional needs populations identified in the community, i.e., elderly, hearing impaired, non-English speaking, and others. The system consists of Oakland County “OakAlert” Sirens, Nixle, Southwest Oakland Cable Commission (SWOCC), door-to-door, email alert and social media.
- f) Contact and warn special facilities and locations, such as schools, hospitals, nursing homes, major industries, institutions, and place of public assembly. The methods of warning and contacting these locations consist of personal contact, Nixle, telephone, or telephone fan out.

The Director of Public Safety has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county’s emergency plan.

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Signature of official

Date

## PUBLIC INFORMATION

The **Director of Public Safety or his/her designee**, is responsible for public information activities. The following guidelines represent a checklist of actions that the Public Information Official must consider for providing an effective response to an emergency or disaster situation.

### Emergency Guidelines:

- a) Function as the sole point of contact for the news media and public officials.
- b) Collect information from municipal emergency response agencies located in the emergency operations center and other locations.
- c) Prepare news releases/instructional information to be disseminated to the local media, considering how to communicate to non-English speaking populations.
- d) Conduct press tours of disaster area(s) within the community.
- e) Establish a Joint Information Center at a facility to be determined appropriate to the situation, to become the central point from which news releases are issued.
- f) Establish and maintain contact with the County Public Information Official if the County's Emergency Operations Plan is activated.
- g) Coordinate public information activities with the county Public Information Officer if the County Emergency Operations Center is activated.
- h) Assist the county in establishing a joint information center (JIC).
- i) Assist the county with establishing a Rumor Control Center.
- j) Assist the municipal emergency management liaison in developing and distributing education material on the hazards that face the municipality.
- k) Develop and maintain Emergency/Public Information procedures.
- l) Maintain a log and file of all information released to the media.

The Director of Public Safety has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

---

Signature of official

Date

## DAMAGE ASSESSMENT

The **Director Economic Development**, is responsible for damage assessment activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

### Emergency Guidelines:

- a) Record initial information from first responders such as law enforcement, fire services, and public works.
- b) If necessary, activate the damage assessment team which consists of the following agencies:
  1. Director Economic Development - responsible for public damage assessment
  2. Director Economic Development - responsible for individual damage assessment
- c) Provide information to the municipal Emergency Management Liaison. The Liaison will then provide assessment data to the county for preparation of a jurisdictional situation report via MI-CIMS.
- d) If the situation warrants, assist the municipal CEO with the preparation of a local state of emergency declaration and forward to the County Emergency Management Coordinator.
- e) Prepare a request for county assistance in conjunction with the municipal emergency management liaison.
- f) Plot damage assessment information on status boards in the municipal Emergency Operations Center.
- g) Record all expenditures for municipal personnel, equipment, supplies, services, etc., and track resources being used.
- h) Prepare reports for the municipal public information official.
- i) Collect information and forward to the County so that the county can complete the Damage and Injury Assessment information through the jurisdiction's situational report via MI-CIMS.

The Director Economic Development has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

---

Signature of official

Date

## PUBLIC WORKS

The **Public Works Department** is responsible for damage assessment activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

### Emergency Guidelines:

- a) Maintain transportation routes.
- b) If necessary, coordinate activities designed to control the flow of flood water, including sandbagging, emergency diking, and pumping operations.
- c) Coordinate travel restrictions/road closures within the municipality.
- d) Identify evacuation routes.
- e) Provide emergency generators and lighting.
- f) Assist in conjunction with Public Safety with traffic control.
- g) Assist in conjunction with Public Safety with access control.
- h) Assist with urban search and rescue activities, i.e., persons trapped in damaged buildings or under heavy debris/objects, etc.
- i) Assist private utilities with the shutdown and restoration of gas and electric services.
- j) Assist with transportation of essential goods, i.e., food, medical supplies, etc.
- k) As necessary, establish a staging area for public works.
- l) Report damage information to the Damage Assessment Team.
- m) If necessary, assist with damage surveys for the federal public assistance grant program.
- n) If the county Emergency Operations Center is activated, establish and maintain contact with the person representing public works.
- o) Notify Law Enforcement of the location(s) of disabled vehicles.
- p) Inspect critical infrastructure and other public utilities for safety.

The public works official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

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Signature of official

Date

## **PUBLIC WORKS**

### **HAZMAT RESPONSE GUIDELINES**

The **Public Works Department** will support the Public Safety Department in response efforts according to the following:

- a) Assist the fire department in the cleanup of contaminated soils and transport to appropriate dump sites.
- b) Evaluates inland water conditions and make recommendations to the irector of Public Safety on response actions.
- c) Provide heavy equipment and diking materials to support the Fire Department's response hazardous to materials incidents.
- d) Advise the incident commander of any safety concerns.
- e) Ensure personnel use adequate personal protection equipment.
- f) Decontaminate equipment and gear.

The public works official has reviewed and approves these guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

---

Signature of official

Date

## EMERGENCY MEDICAL SERVICES

The **Director of Public Safety or his/her designee** is responsible for emergency medical service activities. The following guidelines represent a checklist of actions that agency officials must consider for providing an effective response to an emergency or disaster situation.

### Emergency Guidelines:

- a) Evacuate nursing homes, hospitals, and other medical facilities.
- b) Assist with decontamination.
- c) Coordinate and provide emergency medical care to victims.
- d) Establish a staging area for emergency medical equipment.
- e) Identify a facility to be used as a temporary morgue if necessary.
- f) Coordinate with hospitals and shelter managers to staff medical teams at shelters.
- g) When appropriate, coordinate field units' participation in damage assessment activities.
- h) Ensure that emergency medical teams responding on-scene have established an on-scene medical command post and a medical commander.

The emergency medical official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

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Signature of official

Date

## HUMAN SERVICES

The **Director of Public Safety or his/her designee** will serve as the Human Services Liaison and is responsible for human services activities. The liaison will coordinate and/or keep informed regarding human services activities occurring within the municipality. In addition, they will coordinate with County & other Human Service Agencies. The following guidelines represent a checklist of actions that the liaison must consider for providing an effective response to an emergency or disaster situation.

### **Emergency Guidelines:**

- a) Coordinate activities of municipal agencies/departments to insure that human services are provided.
- b) Coordinate the provision of transportation for evacuation.
- c) Open and manage shelters in the municipality.
- d) Set up canteen (s) to feed emergency workers in the municipality.
- e) Provide food to municipality workers and victims of disaster residing in the municipality.
- f) Assist the county with establishing a Rumor Control Center.
- g) Arrange for provision of Crisis Counseling or Critical Incident Stress Debriefing (CISD) for both victims and identified disaster workers.
- h) If the County Emergency Operations Center is activated, establish and maintain contact with the person representing Human Services. If the county Emergency Operations Center is not activated, establish and maintain contact with the county Human Services Official directly at the county Department of Health and Human Services.
- i) Coordinate with ARC and other pertinent organizations for the distribution of emergency clothing for disaster victims.
- j) Coordinate efforts to provide transportation for disaster victims and family reunification. (Consider local school buses, council on aging, canoe liveries, USFS, volunteers, etc.)
- k) When deemed appropriate and safe, family pets will be rescued and transported to a local veterinarian for treatment, housing, and reunification with their families.

The human services official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

---

Signature of official

Date

**HUMAN SERVICES:  
RESOURCES AND SUPPORT SERVICES**

<b>TRANSPORTATION RESOURCES</b>	<b>TYPE</b>
Farmington Public Schools	Transportation
Smart Bus	Transportation

<b>SHELTERS</b>	<b>MAXIMUM OCCUPANCY</b>
To be determined as situation dictates with American Red Cross and other agencies.	
Freedom Gateway Center Church – 31590 Grand River	100

<b>FOOD AND FAMILY CARE RESOURCES</b>	<b>TYPE OF SERVICE</b>
To be determined as situation dictates with American Red Cross and other agencies.	food, clothing, counseling

<b>FUNCTIONAL NEEDS CARE SERVICES</b>	<b>TYPE OF SERVICE</b>
To be determined as situation dictates.	equipment, translator, mobility



## **DEBRIS MANAGEMENT**

The Farmington Department of Public Works is responsible for debris management activities. The following guidelines represent a checklist of actions that agency officials must consider for providing an effective response to an emergency or disaster situation.

### **Guidelines:**

Debris Clearance – Occurs in the first 24-72 hours and generally focuses on clearing roadways for emergency vehicles & rescue operations to have unobstructed routes to critical facilities.

- a. Maintain detailed record keeping (critical for possible reimbursement)
  - i. Document all expenses and time involved in the debris removal process
- b. Coordinate with public utilities and waste haulers
- c. Consider how to handle access to private property
  - i. Right-of-entry, hold-harmless agreements
- d. Consider health & safety concerns (obtain detailed safety plans from contractors)
- e. Obtain any necessary permits and/or waivers

Debris Removal – The management and disposal of accumulated debris after life-safety has been addressed.

- f. Consider the following steps in the debris management process:
  - i. Removal
  - ii. Transportation/hauling routes
  - iii. Temporary storage/staging site selection & management
    - 1. Consider water tables, affected populations, terrain
  - iv. Monitoring/load tickets/weights & measures
  - v. Sorting/Processing
  - vi. Recycling of applicable materials
  - vii. Reduction (Chipping, grinding, burning)
  - viii. Final disposition/landfill or other

The debris management official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

---

Signature of Official

Date

**PLAN DISTRIBUTION**

This Emergency Operations Plan is provided to all municipal departments. Non-municipal departments may contact the Municipal Emergency Management Coordinator to obtain a copy of the plan. Additionally, this plan will also be provided to the Oakland County Homeland Security Division as support to the Oakland County Emergency Operations Plan. A distribution record will be maintained so as to provide future updates/revisions.

**PLAN DEVELOPMENT AND MAINTENANCE**

The municipal operations plan will be maintained in accordance with current standards of the Oakland County Emergency Operations Plan (EOP) and in accordance with municipal government guidelines. Deficiencies identified in exercises and actual use, or organizational changes will stimulate revisions to the plan as well. Revisions of the plan will be forwarded to all organizations/agencies assigned responsibilities in the plan. Directors of supporting agencies have the responsibility for maintaining internal plans, Standard Operating Procedures (SOP), and resource data to ensure prompt and effective response to emergencies.

**RECORD OF CHANGES**

Date of Change	Plan Component	Signature	Date


**AUTHORITY AND REFERENCES**

**State**

- a. **Act 390 of 1976, Michigan Emergency Management Act**
- b. **Michigan Emergency Management Assistance Compact**
- c. **Michigan Emergency Management Plan, January 2006 ed.**

**Local**

- a. **Oakland County Emergency Operations Plan**
- b. **01-16-07 NIMS Resolution, adopted January 16, 2007**
- c. **01-07-015 Support Plan Resolution, adopted January 7, 2015**

**CITY OF FARMINGTON  
OAKLAND COUNTY, MICHIGAN**

**A RESOLUTION OF THE FARMINGTON CITY COUNCIL TO ADOPT  
THE CITY OF FARMINGTON EMERGENCY OPERATIONS SUPPORT  
PLAN.**

At a meeting of the City Council of the City of Farmington, Oakland County, Michigan, held on the 17<sup>th</sup> day of December, 2018, at the City Hall, 23600 Liberty Street, Farmington, Michigan 48335.

The following resolution was offered by \_\_\_\_\_  
and seconded by \_\_\_\_\_.

**WHEREAS,** the City of Farmington has elected to be incorporated into the Oakland County Emergency Management Program and that by becoming part of the Oakland County Emergency Management Program, the City of Farmington and Oakland County have certain responsibilities to each other.

**WHEREAS,** this Emergency Operations Support Plan has been developed to identify the responsibilities between the City of Farmington and Oakland County in regards to emergency management activities.

**WHEREAS,** the plan provides a framework for the City to use in performing emergency functions before, during, and after a natural disaster, technological incident, hostile attack or other emergency.

**WHEREAS,** this support plan is to be used in concurrence with the Oakland County Emergency Operations Plan as it is a supporting document.

**WHEREAS,** the support plan will be maintained in accordance with the current standards of the Oakland County Emergency Operations Plan. Review of this support plan shall be accomplished every four years.

**NOW, THEREFORE,** the Farmington City Council hereby adopts the Emergency Operations Support Plan in support to the Oakland County Emergency Operations Plan.

AYES:

NAYS:

ABSTENTIONS:

STATE OF MICHIGAN        )  
  )ss  
OAKLAND COUNTY         )

I, Mary J. Mullison, the duly-qualified Clerk of the City of Farmington, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Farmington at a duly-called meeting held on the 17<sup>th</sup> day of December, 2018, the original of which is on file in my office.

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

**Farmington City Council  
Staff Report**

**Council Meeting Date:**  
December 17, 2018

**Reference  
Number  
6A**

**Submitted by:** Frank Demers, Public Safety Director

**Description** Second Reading of Proposed Ordinance To Amend Chapter 31, Section 31-55 of the Farmington City Code of Ordinances, Requiring Motorists to Stop for Pedestrians Within A Crosswalk.

**Requested Action** Motion to Approve Second Reading of Amendment to Chapter 31, "Traffic and Motor Vehicles," Article II, "Motor Vehicle and Uniform Traffic Codes," Division 2, "Uniform Traffic Code," of the City of Farmington Code of Ordinances to Add Section 31-55, "Pedestrians; Right-of-Way in Crosswalk"

**Background**

In an effort to enhance pedestrian safety and contribute to a more walkable community, City Administration is recommending the passage of a proposed ordinance that requires motorists to **STOP** for pedestrians within a crosswalk. This ordinance goes beyond the requirements listed in the Michigan Uniform Traffic Code (UTC) R 28.1702 Rule 702 that only requires motorists to YIELD to a pedestrian within a crosswalk. The City Attorney's office has drafted a proposed amendment to the Pedestrian Crosswalks ordinance.

At the December 3rd City Council meeting, Council recommended further discussion on the ordinance language before moving forward with implementation of the proposed amendment to the ordinance.

**Materials:**

Draft of Crosswalk Ordinance

**STATE OF MICHIGAN**  
**COUNTY OF OAKLAND**  
**CITY OF FARMINGTON**  
**ORDINANCE NO. C-\_\_\_\_-2018**

**AN ORDINANCE TO AMEND THE CITY OF FARMINGTON CITY CODE OF ORDINANCES, CHAPTER 31, "TRAFFIC AND MOTOR VEHICLES," ARTICLE II, "MOTOR VEHICLE AND UNIFORM TRAFFIC CODES," DIVISION 2, "UNIFORM TRAFFIC CODE," IN ORDER TO ADD A NEW SECTION AMENDING A PROVISION RELATED TO RIGHT-OF-WAY PEDESTRIAN CROSSWALKS.**

**THE CITY OF FARMINGTON ORDAINS:**

**PART I.** That Chapter 31, "Traffic and Motor Vehicles," Article II, "Motor Vehicle and Uniform Traffic Codes," Division 2, "Uniform Traffic Code," of the City of Farmington Code of Ordinances is hereby amended to add Section 31-55, "Pedestrians; Right-of-Way in Crosswalk," to read as follows:

Section 31-55. "Pedestrians; Right-of-Way in Crosswalk":

Rule 702 is amended to read as follows:

- (1) The driver of a vehicle shall stop for a pedestrian crossing the roadway within any marked crosswalk, or within any unmarked crosswalk at an intersection, except at intersections where the movement of traffic is being regulated by a police officer or a traffic control signal; and at such regulated intersections operators of vehicles shall stop for all pedestrians crossing or who have started to cross the roadway on the "go" or "walk" signal.
- (2) A person who violates this Section is responsible for a civil infraction.

**Part II            Severability**

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

**Part III            Savings**

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

**Part IV**      **Effective Date: Publication.**

This amendatory ordinance shall be effective 10 days after adoption by the City Council and after publication as provided by the Charter of the City of Farmington.

Ayes:

Nayes:

Abstentions:

Absent:

STATE OF MICHIGAN )

) ss.

COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Farmington, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City of Farmington at a meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2018, the original of which is on file in my office.

---

MARY MULLISON, City Clerk  
City of Farmington

Adopted:

Published:

Effective:





<b>Farmington City Council Agenda Item</b>	<b>Council Meeting</b> Date: December 17, 2018	<b>Item Number</b> 7A	
<b>Submitted by</b> Charles Eudy, Superintendent			
<b>Agenda Topic</b> Consideration to accept Change Order No. 1 and Construction Estimate No. 1 2018 Farmington Roads Maintenance & Rehabilitation			
<b>Proposed Motion</b> Move To Approve Change Order No. 1 and Construction estimate No. 1 for the 2018 Farmington Roads Maintenance & Rehabilitation in the amount of \$6,081.75 for work completed before December 6, 2018.			
<b>Background</b> 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.			
<p>Due to the unseasonable wet conditions in October and cold temperatures in November City Administration, OHM Engineers and Hartwell Cement Company agreed the weather conditions are not optimal begin replacing Violet Street as planed following the water main improvements. Hartwell Cement Company recommended to place temporary concrete on Lilac Street for the winter months. The temporary concrete will be replaced next spring when the 2018 Farmington Roads Maintenance &amp; Rehabilitation project resumes.</p>			
<p>OHM recommends to authorize Payment of \$6,081.75 to Hartwell Cement Company located at 21650 Fern Avenue, Oak Park MI 48237 for Change Order No. 1 and Payment Application No. 1. Hartwell Cement Company is prepared to resume work on this project as soon as weather conditions permit in 2019.</p>			
<p><b>Change Order No.1</b> Revised contract amount to \$463,597.70 and installation of temporary concrete.</p>			
<p><b>Payment Application No.1</b> Installation of 841.5 sq./ft. of 6” temporary concrete roadway and sidewalks</p>			
<p><b>Materials Attached</b> OHM Change Order No. 1 Payment Application No. 1</p>			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>





December 6, 2018

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. 1 and Change Order No. 1 for the referenced project. While this Change Order was verbally agreed to and included on the attached Pay App, full execution is requested for record keeping purposes. Once signed, please forward a pdf to OHM for our records.

Hartwell Cement Company has completed the work shown on the attached payment application for the period ending December 6, 2018 and we would recommend payment to the Contractor in the amount of **\$6,081.75**.

Sincerely,  
OHM Advisors

A handwritten signature in black ink, appearing to read "Matt Parks, P.E.", written over a horizontal line.

Matt Parks, P.E.

cc: Lindsay O'Malley, Hartwell Cement (via e-mail)  
Mitch Master, OHM (via e-mail)  
Jessica Howard, OHM (via e-mail)  
File

P:\0101\_0125\0111180020\_2018\_Farm\_Rds\_Maint\_&\_Rehab\\_Construction\Pay Apps\_CO\Pay App\No.1\2018 Farmington Rd Maint-Rehab\_Pay App No.1\_CO No.1.docx



# PAYMENT APPLICATION

**Project:** City of Farmington - 2018 Farmington Roads Maintenance & Rehabilitation

**Job Number:** 0111-18-0020

**OWNER:** City of Farmington  
 23600 Liberty Street  
 Farmington, MI 48335  
 (248) 474-5500

**CONTRACTOR:** Hartwell Cement Company  
 21650 Fern Avenue  
 Oak Park, MI 48237  
 (248) 548-5858

**SCHEDULE On STATUS:**  
**NOTE:**

**Number:** 1  
**Period End Date:** 12/6/2018  
**Status:** Approved  
**Contract Start Date:** 10/2/2018  
**Contract End Date:** 6/3/2019  
**Contract Duration:** 244  
**Print Date:** 12/6/2018

Original Contract Amount:	\$459,390.20	Change Order 1:	\$4,207.50	Earnings This Period:	\$6,757.50
Change Orders Amount:	\$4,207.50		\$4,207.50	Earnings To Date:	\$6,757.50
Current Contract Amount:	\$463,597.70			Previous Retainage Amount:	\$0.00
				Retainage This Period:	\$675.75
				Less Total Retained To Date:	\$675.75
				Net Earned:	\$6,081.75
				Previous Earnings:	\$0.00
				Amount Due Contractor:	\$6,081.75

Retainage: 10 % of Total Earnings

**Approved By**

Chuck Eudy - Public Works Superintendent - City of Farmington

Date

**Recommended By**

Matt Parks, Principal

Date

**OHM Advisors**  
 34000 Plymouth Road  
 Livonia, MI 48150

(734) 522-6711

OHM-Advisors.com

**Items**

Item	Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity To Date	Amount To Date
<b>Division: D - Lilac Street</b>									
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	0.00	\$0.00
41	Remove Sidewalk	35.00 Syd	35.00	\$9.00	0.00	0.00	\$0.00	0.00	\$0.00
42	Station Grading	2.50 Sta	2.50	\$100.00	0.00	0.00	\$0.00	0.00	\$0.00
43	Aggregate Base, 21AA, Limestone, 8"	675.00 Syd	675.00	\$12.50	0.00	0.00	\$0.00	0.00	\$0.00
44	Sidewalk, Conc, 4 inch	310.00 Sft	310.00	\$6.00	0.00	0.00	\$0.00	0.00	\$0.00
45	Conc Pavt with Integral Curb, Nonreinf, 7 inch	649.00 Syd	649.00	\$65.00	0.00	0.00	\$0.00	0.00	\$0.00
46	Conc Pavt, Driveway	57.00 Syd	57.00	\$80.00	0.00	0.00	\$0.00	0.00	\$0.00
47	Adjust Drainage/Utility Structure	2.00 Ea	2.00	\$300.00	0.00	0.00	\$0.00	0.00	\$0.00
48	Turf Establishment	2.50 Sta	2.50	\$10.00	0.00	0.00	\$0.00	0.00	\$0.00
49	Temp 6" Concrete	0.00 Sft	841.50	\$5.00	841.50	0.00	\$4,207.50	841.50	\$4,207.50
<b>D - Lilac Street Sub-Total:</b>							<b>\$4,207.50</b>		<b>\$4,207.50</b>
<b>Retainage</b>							<b>\$420.75</b>		
<b>Division: A - Miscellaneous</b>									
1	Mobilization, Max 5%	1.00 Ls	1.00	\$21,000.00	0.10	0.00	\$2,100.00	0.10	\$2,100.00
2	Audio Video Route Survey	1.00 Ls	1.00	\$1,200.00	0.00	0.00	\$0.00	0.00	\$0.00
3	Traffic Maintenance and Control	1.00 Ls	1.00	\$4,500.00	0.10	0.00	\$450.00	0.10	\$450.00
4	Underdrain, Subgrade, 6 inch	100.00 Ft	100.00	\$15.00	0.00	0.00	\$0.00	0.00	\$0.00
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	0.00	\$0.00
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	0.00	\$0.00
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
<b>A - Miscellaneous Sub-Total:</b>							<b>\$2,550.00</b>		<b>\$2,550.00</b>
<b>Retainage</b>							<b>\$255.00</b>		
<b>Division: B - Flanders Street</b>									
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	0.00	\$0.00
17	Remove Sidewalk	295.00 Syd	295.00	\$9.00	0.00	0.00	\$0.00	0.00	\$0.00

(734) 522-6711

**OHM Advisors**

34000 Plymouth Road  
Livonia, MI 48150

OHM-Advisors.com

Item	Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity To Date	Amount To Date
18	Aggregate Base, 21AA, Limestone	334.00 Ton	334.00	\$26.00	0.00	0.00	\$0.00	0.00	\$0.00
19	Sidewalk Ramp, Conc, 6 inch	1344.00 Sft	1344.00	\$9.00	0.00	0.00	\$0.00	0.00	\$0.00
20	Sidewalk, Conc, 4 inch	1308.00 Sft	1308.00	\$6.00	0.00	0.00	\$0.00	0.00	\$0.00
21	Detectable Warning Surface	160.00 Ft	160.00	\$40.00	0.00	0.00	\$0.00	0.00	\$0.00
22	Conc Pavt with Integral Curb, Nonreinf, 6 inch	2461.00 Syd	2461.00	\$84.00	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	0.00	\$0.00
24	Adjust Drainage/Utility Structure	9.00 Ea	9.00	\$300.00	0.00	0.00	\$0.00	0.00	\$0.00
25	Dr Structure Cover	4.00 Ea	4.00	\$500.00	0.00	0.00	\$0.00	0.00	\$0.00
26	Adjust Drainage/Utility Structure, Additional Depth	4.00 Ft	4.00	\$300.00	0.00	0.00	\$0.00	0.00	\$0.00
27	Pavt Mrlkg, Polyurea, 6 inch, Crosswalk	960.00 Ft	960.00	\$4.00	0.00	0.00	\$0.00	0.00	\$0.00
					<b>B - Flanders Street Sub-Total:</b>		<b>\$0.00</b>		<b>\$0.00</b>
					<b>Retainage</b>		<b>\$0.00</b>		
					<b>Division: C - Chesley Drive</b>				
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	0.00	\$0.00
30	Remove Sidewalk	28.00 Syd	28.00	\$9.00	0.00	0.00	\$0.00	0.00	\$0.00
31	Station Grading	1.50 Sta	1.50	\$100.00	0.00	0.00	\$0.00	0.00	\$0.00
32	Aggregate Base, 21AA, Limestone, 8"	202.00 Syd	202.00	\$12.50	0.00	0.00	\$0.00	0.00	\$0.00
33	Sidewalk Ramp, Conc, 6 inch	140.00 Sft	140.00	\$9.00	0.00	0.00	\$0.00	0.00	\$0.00
34	Sidewalk, Conc, 4 inch	161.00 Sft	161.00	\$6.00	0.00	0.00	\$0.00	0.00	\$0.00
35	Detectable Warning Surface	15.00 Ft	15.00	\$40.00	0.00	0.00	\$0.00	0.00	\$0.00
36	Conc Pavt with Integral Curb, Nonreinf, 9 inch	233.00 Syd	233.00	\$103.50	0.00	0.00	\$0.00	0.00	\$0.00
37	Adjust Drainage/Utility Structure	2.00 Ea	2.00	\$300.00	0.00	0.00	\$0.00	0.00	\$0.00
38	Turf Establishment	1.50 Sta	1.50	\$10.00	0.00	0.00	\$0.00	0.00	\$0.00
					<b>C - Chesley Drive Sub-Total:</b>		<b>\$0.00</b>		<b>\$0.00</b>
					<b>Retainage</b>		<b>\$0.00</b>		

# CHANGE ORDER



Project: City of Farmington - 2018 Farmington Roads Maintenance & Rehabilitation

Job Number: 0111-18-0020

Owner: City of Farmington  
23600 Liberty Street  
Farmington, MI 48335  
(248) 474-5500

Change Order Number: 1  
Date: 12/6/2018  
Print Date: 12/6/2018

Contractor: Hartwell Cement Company  
21650 Fern Avenue  
Oak Park, MI 48237  
(248) 548-5858

**Note:**

TO THE CONTRACTOR:

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

OHM Advisors  
34000 Plymouth Road  
Livonia, MI 48150  
(734) 522-6711

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	\$4,207.50
Original Contract Amount:	\$459,390.20
Contract Amount Including Previous Change Orders:	\$459,390.20
Amount of this Change Order:	<u>\$4,207.50</u>
REVISED CONTRACT AMOUNT:	\$463,597.70

Accepted By

Hartwell Cement Company

A handwritten signature in black ink, appearing to read "M. Parks", is written over a horizontal line.

Date

12/6/18

Approved By

Chuck Eudy - Public Works Superintendent  
- City of Farmington

Date

Recommended By

Matt Parks, Principal

Date



**Items**

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
<b>THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT</b>						
<b>Division: D - Lilac Street</b>						
<b>Additional Items to the Contract:</b>						
	49 Temp 6" Concrete	0.00 Sft	841.50	841.50	\$5.00	\$4,207.50
<b>SUB-TOTAL INCREASES DIVISION D - Lilac Street:</b>						<b>\$4,207.50</b>

## CONTRACTOR'S DECLARATION

I HEREBY DECLARE THAT I HAVE NOT, during the period

November 14, 2018

to

November 20 A.D., 20 18 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 or his agents, in addition to the regular items set forth in the Contract numbered 0111-18-0020 and dated December 6 A.D., 20 18 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: December 6, 2018

Hartwell Cement Company

By:

  
Daniel G. O'Malley

Title:

Vice-President

<b>Farmington City Council Agenda Item</b>	<b>Council Meeting Date:</b> December 17, 2018	<b>Item Number 7B</b>	
<b>Submitted by</b> Charles Eudy, Superintendent			
<b>Agenda Topic</b> Consideration to Approve Change Order No. 7 and Construction Estimate No.4 (final), for the Farmington DPW Wall Repair & Roof Replacement Project.			
<b>Proposed Motion</b> Move To Approve Change Order No. 7, and Construction Estimate No. 4 in the amount of \$18,180.00 and the release of \$10,295.00 of held retainage to R. Graham Construction, located at 30966 Grand River, Farmington MI 48336 for the Farmington DPW Wall Repair & Roof Replacement Project.			
<b>Background</b> At the November 20, 2017 meeting City Council approved the bid from R. Graham Construction, located at 30966 Grand River, Farmington MI 48336 for the Farmington DPW Wall Repair & Roof Replacement Project. This project will include reconstruction of the collapsed section of wall, tuck pointing of the veneer block, grouting of the concrete block where the anchor bolts secure the mounting support of the block veneer to the building, decorative steel siding and roof replacement at the 32000 W. 9 Mile Pumping Station.  <b>Change Order No. 7:</b> Included the addition of 3 expansion joints in the concrete masonry block, and the removal of the mortar cap on the knee wall to allow the placement of a limestone cap. The cost of Change Order #7 was \$1,200.  <b>Construction Estimated No. 4:</b> Included the final balancing of the Booster Station roof replacement, completion of Change Order #3 & #5. Orchard Hiltz & McCliment recommend final payment of \$18,250.00 and the release of the \$10,295.00 held retainage to R. Graham Construction for work completed through November 19, 2018. The project has been completed prior to the revised completion date. The revised contract value of \$121,200.00 has been earned by R. Graham Construction.			
<b>Materials Attached</b> G701 Change Order No.7 G702 Application and Certification for Payment G703 Continuation Sheet OHM Recommendation of Payment			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>





# AIA Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(name and address)</i> DPW WALL REPAIR & RETENTION 33730 W 9 MILE, FARMINGTON	<b>CONTRACT INFORMATION:</b> Contract For: Date:	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: <u>7</u> Date:
<b>OWNER:</b> <i>(name and address)</i> CITY OF FARMINGTON 23600 LIBERTY ST FARMINGTON, MI 48335	<b>ARCHITECT:</b> <i>(name and address)</i> OHM ADVISORS 34000 PLYMOUTH RD LIVONIA, MI 48150	<b>CONTRACTOR:</b> <i>(name and address)</i> R GRAHAM CONSTRUCTION, LLC 30966 GRAND RIVER AVE FARMINGTON, MI 48336


THE CONTRACT IS CHANGED AS FOLLOWS:  
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*  
 EXPANSION JOINTS TO BE INSTALLED. BLOCK TO BE SAW CUT; BACKER ROD AND SEALANT TO BE INSTALLED AT NEW JOINTS, AS PER OHM DRAWING

PARTITION WALL- REMOVE EXISTING MORTAR CAP. INSTALL TWO PIECES OF LIMESTONE 2.25"X10"X5'. LIMESTONE WILL BE CUT TO FIT PROPER LENGTH OF WALL.

The original (Contract Sum) (Guaranteed Max)	\$	<u>62,000.00</u>
The net change by previously authorized Change Orders	\$	<u>58,000.00</u>
The (Contract Sum) (Guaranteed Max) prior to this Change Order was	\$	<u>120,000.00</u>
The (Contract Sum) (Guaranteed Max) will be (increased) (by this Change Order in the amount of	\$	<u>1,200.00</u>
The new (Contract Sum) (Guaranteed Max, including this Change Order, will be	\$	<u>121,200.00</u>
The Contract Time will be (increased) (by	( 21 ) days.	
The new date of Substantial Completion will be NOVEMBER 9, 2018		

*NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.*

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

OHM ADVISORS  
 ARCHITECT *(Firm name)*  
  
 SIGNATURE

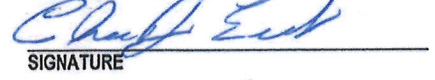
CHRISTOPHER OZZY, AIA  
 PRINTED NAME AND TITLE

11/6/2018  
 DATE

R GRAHAM CONSTRUCTION  
 CONTRACTOR *(Firm name)*  
  
 SIGNATURE

RICHARD GRAHAM OWNER  
 PRINTED NAME AND TITLE

11/1/18  
 DATE

City of Farmington  
 OWNER *(Firm name)*  
  
 SIGNATURE

Charles Eady Superintendent  
 PRINTED NAME AND TITLE

11/1/18  
 DATE



## Application and Certificate for Payment

**TO OWNER:** CITY OF FARMINGTON PROJECT: DPW WALL REPAIR & RETENTION I APPLICATION NO: 001  
 23600 LIBERTY ST PERIOD TO: 11/19/18  
 FARMINGTON, MI 48336

**FROM:** FARMINGTON, MI 48336

**CONTRACTOR:** R GRAHAM CONSTRUCTION, LLC ARCHITECT: OHM ADVISORS  
 30966 GRAND RIVER AVE 34000 PLYMOUTH RD  
 FARMINGTON, MI 48336 LIVONIA, MI 48150

**Distribution to:**  
 OWNER   
 ARCHITECT   
 CONTRACTOR   
 FIELD   
 OTHER

**CONTRACT FOR:** DPW  
**CONTRACT DATE:** /17 /0080  
**PROJECT NOS:** 0111

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703<sup>™</sup>, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 62,000.00
2. NET CHANGE BY CHANGE ORDERS ..... \$ 59,200.00
3. CONTRACT SUM TO DATE (Line 1 + 2) ..... \$ 121,200.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) ..... \$ 121,200.00

**5. RETAINAGE:**

- a. 0% of Completed Work  
 (Columns D + E on G703) \$ 0.00
- b. 0% of Stored Material  
 (Column F on G703) \$ 0.00

Total Retainage (Lines 5a + 5b, or Total in Column I of G703) ..... \$ 0.00

**6. TOTAL EARNED LESS RETAINAGE** ..... \$ 121,200.00  
 (Line 4 minus Line 5 Total)

**7. LESS PREVIOUS CERTIFICATES FOR PAYMENT** ..... \$ 92,655.00  
 (Line 6 from prior Certificate)

**8. CURRENT PAYMENT DUE** ..... \$ 28,545.00

**9. BALANCE TO FINISH, INCLUDING RETAINAGE**  
 (Line 3 minus Line 6) \$ 0.00

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	61,000.00	\$ 3,000.00
Total approved this month	\$	1,200.00	\$
<b>TOTAL</b>	<b>\$</b>	<b>62,200.00</b>	<b>\$ 3,000.00</b>
<b>NET CHANGES by Change Order</b>	<b>\$</b>	<b>59,200.00</b>	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:**

By: [Signature] Date: 11/19/18

State of: Michigan

County of: Wayne

Subscribed and sworn to before me this 19th day of November 2018.

Notary Public: [Signature]

My commission expires: April 13, 2023

### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ..... \$  
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

**ARCHITECT:**

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



# AIA<sup>®</sup> Document G703<sup>™</sup> - 1992

## Continuation Sheet

AIA Document G702<sup>™</sup>-1992, Application and Certification for Payment, or G736<sup>™</sup>-2009, Project Application and Project Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 001  
 APPLICATION DATE: 11/19/18  
 PERIOD TO: 11/19/18  
 ARCHITECT'S PROJECT NO: 0111-17-0080

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (if variable rate)
			FROM PREVIOUS APPLICATION (D + E)	% (G + C)					
	UNIT MASONRY	10,000.00	10000.00	0.00	0.00	0.00	10000.00	0.00	0.00
	METAL FABRICATIONS	4,000.00	4000.00	0.00	0.00	0.00	4000.00	0.00	0.00
0	FLUID APPLIED MEMBRANE	3,000.00	3000.00	0.00	0.00	0.00	3000.00	0.00	0.00
	FORMED METAL WALL PANELS	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00	0.00
	EPDM RUBBER 60 MIL	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	0.00
	GLAZING	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00
	WINDOWS	5,500.00	5,500.00	0.00	0.00	0.00	5,500.00	0.00	0.00
	CHANGE ORDER 2	9,500.00	9,500.00	0.00	0.00	0.00	9,500.00	0.00	0.00
	CHANGE ORDER 3	15,000.00	6,000.00	9,000.00	0.00	0.00	15,000.00	0.00	0.00
	BOOSTER STATION ROOF	9,800.00	3,000.00	6,800.00	0.00	0.00	9,800.00	0.00	0.00
	FRONT OFFICE ROOF	16,000.00	16,000.00	0.00	0.00	0.00	16,000.00	0.00	0.00
	CHANGE ORDER 5	2,500.00	1,250.00	1,250.00	0.00	0.00	2,500.00	0.00	0.00
	CHANGE ORDER 6	2,700.00	2,700.00	0.00	0.00	0.00	2,700.00	0.00	0.00
	CHANGE ORDER 7	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00	0.00	0.00
	<b>GRAND TOTAL</b>	<b>121,200.00</b>	<b>102,950.00</b>	<b>18,250.00</b>		<b>0.00</b>	<b>121,200.00</b>	<b>0.00</b>	<b>0.00</b>





November 30, 2018

Mr. Chuck Eudy (via e-mail)  
DPW Superintendent  
City of Farmington  
33720 W. 9 Mile Road  
Farmington, Michigan 48335

Regarding: DPW Wall Repairs and Retention Building Roof  
OHM Job No. 0111-17-0080  
Payment Application No. 4 & Change Order No. 7

Dear Mr. Eudy:

Enclosed are Payment Application No. 4, Change Order No. 7, and a Contractor's Declaration for the referenced project.

R. Graham Construction, LLC. has completed the work shown on the attached payment application for the period ending November 19, 2018 and we would recommend payment to the Contractor in the amount of **\$28,545.00** which includes the full release of previously held retainage.

Sincerely,  
OHM Advisors

A handwritten signature in black ink, appearing to read "Matt Parks", is written over a horizontal line.

Matt Parks, P.E.  
Client Representative

cc: Rick Graham, R. Graham Construction, LLC. (via e-mail)  
Christopher Ozog, OHM (via e-mail)  
Jess Howard, OHM (via e-mail)  
File

P:\0101\_0125\0111170080\_DPW\_Building\_Wall\Construction\100 Administration\105 Pay Estimates and Stockpiles\No. 4\Pay App No.4\_Cover Letter.docx



<b>Farmington City Council Agenda Item</b>	<b>Council Meeting</b> Date: December 17, 2018	<b>Item Number</b> 7C	
<b>Submitted by</b> Charles Eudy, Superintendent			
<b>Agenda Topic</b> Consideration to accept Change Order No. 1 and Construction Estimate No. 1 (final) for the Lilac Street Water main Improvement Project			
<b>Proposed Motion</b> Move to approve Change Order No.1 and Construction estimate No. 1 (final) for the Lilac Street Water main improvement project in the amount of \$89,244.50 to Lawrence M. Clarke Inc. of Belleville MI			
<p><b>Background</b> In conjunction with the city’s consulting engineer’s Orchard Hiltz &amp; McCliment Advisors (OHM), bids were solicited for the Lilac Street Water Main Improvements. The project was awarded to the low bidder Lawrence M. Clark Inc. \$117,230.00 at the September 17, 2018 City Council meeting.</p> <p>OHM is recommending approval of Change Order No. 1 reducing the project by \$27,985.50 and Construction Estimate No. 1 (final) in the amount of \$89,244.50 to Lawrence M. Clark located at 50850 Bemis Road Belleville MI 48111.</p> <p>The water main installation has passed pressure &amp; bacteria testing. The water main was placed in service October 30, 2018. Lawrence M. Clarke restored the lawn areas both in the ROW and private property. Lilac Street is subject to concrete roadway replacement in early 2019. Engineers at OHM and Administrative staff do not see a benefit to keep the water main contract open to verify turf establishment in the spring.</p> <p>OHM is recommending processing payment to Lawrence M. Clarke, but not to release payment until all closeout documents are received.</p>			
<b>Materials Attached</b> OHM Change Order No.1 & Recommendation of Payment No.1 Final OHM Project No. 0111-18-0060			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>





December 11, 2018

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

Regarding: Lilac Street Water<sup>Main</sup>  
OHM Job No. 0111-18-0060

Dear Mr. Eudy:

Enclosed are Payment Application No. 1 (FINAL) and Change Order No. 1 for the referenced project. While this Change Order was verbally agreed to and included on the attached Pay App, full execution is requested for record keeping purposes. Once signed, please forward a pdf to OHM for our records.

In addition, attached are the required close out documents: 1) Contractor's Declaration; 2) Contractor's Affidavit; 3) Consent of Surety; and 4) Sworn Statement.

Lawrence M. Clarke, Inc. has completed the work shown on the attached payment application for the period ending December 6, 2018 and we would recommend payment to the Contractor in the amount of **\$89,244.50**. **As the Contractor is currently in the process of obtaining Full Unconditional Waivers from subcontractors / suppliers, we would recommend that final payment distribution be held until these required documents are provided.**

Sincerely,  
OHM Advisors

A handwritten signature in black ink, appearing to read "Matt Parks".

---

Matt Parks, P.E.  
Client Representative

cc: Lynn Harmala, L M Clarke, Inc. (via e-mail)  
Kelly Saunders, L M Clarke, Inc. (via e-mail)  
Mitch Master, OHM (via e-mail)  
Jessica Howard, OHM (via e-mail)  
File

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# PAYMENT APPLICATION



**Project:** City of Farmington - Lilaac Street Water Main Improvements

**Job Number:** 0111-18-0060

**OWNER:** City of Farmington  
23600 Liberty Street

**CONTRACTOR:** Lawrence M. Clarke, Inc.  
50850 Bemis Road

Farmington, MI 48335  
(248) 474-5500

Belleville, MI 48111  
(734) 481-1565

**SCHEDULE On**  
**STATUS:**  
**NOTE:**

**Number:** 1  
**Period End Date:** 12/6/2018  
**Status:** Approved  
**Contract Start Date:** 10/2/2018  
**Contract End Date:** 6/3/2019  
**Contract Duration:** 244  
**Print Date:** 12/11/2018

**Original Contract Amount:**  
**Change Orders Amount:**  
**Current Contract Amount:**

\$117,230.00  
(\$27,985.50)  
\$89,244.50

**Change Order 1:** \_\_\_\_\_  
(\$27,985.50)  
(\$27,985.50)

**Earnings This Period:** \$89,244.50  
**Earnings To Date:** \$89,244.50  
**Previous Retainage Amount:** \$0.00  
**Retainage This Period:** \$0.00  
**Less Total Retained To Date:** \$0.00  
**Net Earned:** \$89,244.50  
**Previous Earnings:** \$0.00  
**Amount Due Contractor:** \$89,244.50

**Retainage:** None  
**Approved By** \_\_\_\_\_

Chuck Eudy - Public Works Superintendent - City of Farmington \_\_\_\_\_

Date \_\_\_\_\_

**Recommended By** \_\_\_\_\_

Matt Parks, Principal \_\_\_\_\_

Date \_\_\_\_\_

**OHM Advisors**  
34000 Plymouth Road  
Livonia, MI 48150

(734) 522-6711

OHM-Advisors.com

**Items**

Item	Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity To Date	Amount To Date
<b>Division: A</b>									
1	Pavement, Rem	56.00 Syd	77.50	\$50.00	77.50	0.00	\$3,875.00	77.50	\$3,875.00
2	Sidewalk, Rem	5.00 Syd	2.20	\$50.00	2.20	0.00	\$110.00	2.20	\$110.00
3	Exploratory Excavation	4.00 Ea	1.00	\$600.00	1.00	0.00	\$600.00	1.00	\$600.00
4	Aggregate Base, 21AA	271.00 Ton	148.65	\$30.00	148.65	0.00	\$4,459.50	148.65	\$4,459.50
5	Trench Undercut and Backfill	20.00 Cyd	0.00	\$30.00	0.00	0.00	\$0.00	0.00	\$0.00
6	Sidewalk, Conc, 4 inch	40.00 Sft	0.00	\$60.00	0.00	0.00	\$0.00	0.00	\$0.00
7	Gate Valve and Box, 8 inch	3.00 Ea	3.00	\$3,000.00	3.00	0.00	\$9,000.00	3.00	\$9,000.00
8	Gate Well, Abandon	1.00 Ea	1.00	\$2,000.00	1.00	0.00	\$2,000.00	1.00	\$2,000.00
9	Hydrant, Rem	1.00 Ea	1.00	\$2,000.00	1.00	0.00	\$2,000.00	1.00	\$2,000.00
10	Water Main, 4 inch, Cut and Plug	3.00 Ea	3.00	\$3,000.00	3.00	0.00	\$9,000.00	3.00	\$9,000.00
11	Water Main, DI, 6 inch, Tr Det A	6.00 Ft	2.00	\$100.00	2.00	0.00	\$200.00	2.00	\$200.00
12	Water Main, DI, 8 inch, Tr Det A	222.00 Ft	169.00	\$200.00	169.00	0.00	\$33,800.00	169.00	\$33,800.00
13	Water Main, Remove	75.00 Ft	80.00	\$30.00	80.00	0.00	\$2,400.00	80.00	\$2,400.00
14	1" Type K Copper Water Service, Short	1.00 Ea	0.00	\$1,500.00	0.00	0.00	\$0.00	0.00	\$0.00
15	3/4" Curb Stop and Box	2.00 Ea	1.00	\$600.00	1.00	0.00	\$600.00	1.00	\$600.00
16	3/4" Type K Copper Water Service, Short	2.00 Ea	0.00	\$1,800.00	0.00	0.00	\$0.00	0.00	\$0.00
17	4 inch Water Main Line Stop	2.00 Ea	2.00	\$3,000.00	2.00	0.00	\$6,000.00	2.00	\$6,000.00
18	Connection to Existing Water Main	3.00 Ea	3.00	\$3,000.00	3.00	0.00	\$9,000.00	3.00	\$9,000.00
19	Fire Hydrant Assembly	1.00 Ea	1.00	\$5,000.00	1.00	0.00	\$5,000.00	1.00	\$5,000.00
20	Jumper Connect Existing Water Service	2.00 Ea	1.00	\$1,200.00	1.00	0.00	\$1,200.00	1.00	\$1,200.00
21	Water Main Conflict, 4 inch, Lower Existing 4 inch	1.00 Ea	0.00	\$2,000.00	0.00	0.00	\$0.00	0.00	\$0.00
22	1" Curb Stop and Box	1.00 Ea	0.00	\$700.00	0.00	0.00	\$0.00	0.00	\$0.00
<b>A Sub-Total:</b>							<b>\$69,244.50</b>		<b>\$69,244.50</b>
<b>Retainage</b>							<b>\$0.00</b>		<b>\$0.00</b>

CHANGE ORDER



Project: City of Farmington - Lilac Street Water Main Improvements

Job Number: 0111-18-0060

Owner: City of Farmington  
23600 Liberty Street  
Farmington, MI 48335  
(248) 474-5500

Change Order Number: 1  
Date: 12/6/2018  
Print Date: 12/6/2018

Contractor: Lawrence M. Clarke, Inc.  
50850 Bemis Road  
Belleville, MI 48111  
(734) 481-1565

Note:

TO THE CONTRACTOR:

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

OHM Advisors  
34000 Plymouth Road  
Livonia, MI 48150  
(734) 522-6711

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	(\$27,985.50)
Original Contract Amount:	\$117,230.00
Contract Amount Including Previous Change Orders:	\$117,230.00
Amount of this Change Order:	<u>(\$27,985.50)</u>
REVISED CONTRACT AMOUNT:	\$89,244.50

Accepted By

Lawrence M. Clarke, Inc.

Date 12/2/18

Approved By

Chuck Eudy - Public Works Superintendent  
- City of Farmington

Date \_\_\_\_\_

Recommended By

Matt Parks, Principal

Date \_\_\_\_\_

**Items**

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
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**THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT**

**Division: A**

1	Pavement, Rem	56.00 Syd	21.50	77.50	\$50.00	\$1,075.00
13	Water Main, Remove	75.00 Ft	5.00	80.00	\$30.00	\$150.00

**SUB-TOTAL INCREASES DIVISION A: \$1,225.00**

**THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT**

**Division: A**

2	Sidewalk, Rem	5.00 Syd	-2.80	2.20	\$50.00	(\$140.00)
3	Exploratory Excavation	4.00 Ea	-3.00	1.00	\$600.00	(\$1,800.00)
4	Aggregate Base, 21AA	271.00 Ton	-122.35	148.65	\$30.00	(\$3,670.50)
5	Trench Undercut and Backfill	20.00 Cyd	-20.00	0.00	\$30.00	(\$600.00)
6	Sidewalk, Conc, 4 inch	40.00 Sft	-40.00	0.00	\$60.00	(\$2,400.00)
11	Water Main, DI, 6 inch, Tr Det A	6.00 Ft	-4.00	2.00	\$100.00	(\$400.00)
12	Water Main, DI, 8 inch, Tr Det A	222.00 Ft	-53.00	169.00	\$200.00	(\$10,600.00)
14	1" Type K Copper Water Service, Short	1.00 Ea	-1.00	0.00	\$1,500.00	(\$1,500.00)
15	3/4" Curb Stop and Box	2.00 Ea	-1.00	1.00	\$600.00	(\$600.00)
16	3/4" Type K Copper Water Service, Short	2.00 Ea	-2.00	0.00	\$1,800.00	(\$3,600.00)
20	Jumper Connect Existing Water Service	2.00 Ea	-1.00	1.00	\$1,200.00	(\$1,200.00)
21	Water Main Conflict, 4 inch, Lower Existing 4 inch	1.00 Ea	-1.00	0.00	\$2,000.00	(\$2,000.00)
22	1" Curb Stop and Box	1.00 Ea	-1.00	0.00	\$700.00	(\$700.00)

**SUB-TOTAL DECREASES DIVISION A: (\$29,210.50)**

## CONTRACTOR'S DECLARATION

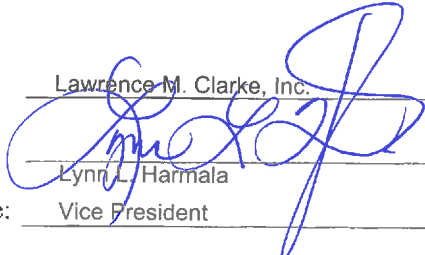
I HEREBY DECLARE THAT I HAVE NOT, during the period

September 28, 2018 to

December 10 A.D., 20 18 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 or his agents, in addition to the regular items set forth in the Contract numbered Lilac Street Water Main and dated September 28, A.D., 20 18 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: December 10, 2018

By: Lawrence M. Clarke, Inc.  
  
By: Lynn L. Harmala  
Title: Vice President



CONTRACTOR'S AFFIDAVIT

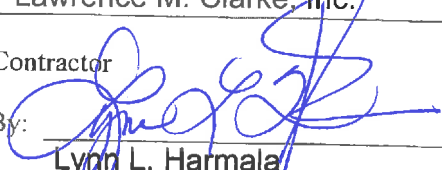
STATE OF MICHIGAN )  
 )SS.  
COUNTY OF Wayne )

The undersigned, Lawrence M. Clarke, Inc., CONTRACTOR, hereby represents that on September 28, 20 18 he (it) was awarded a Contract by City of Farmington hereinafter called the OWNER, to construct Lilac St. Water Main Improvements in accordance with the terms and conditions of Contract No. Lilac Street Water Main; and the undersigned further represents that the subject work has now been accomplished and the said Contract has now been completed.

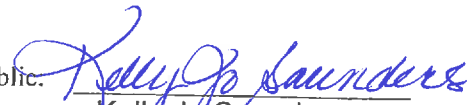
The undersigned hereby warrants and certifies that all of his (its) indebtedness arising by reason of said Contract has been fully or satisfactorily secured, and that all claims from subcontractors and others for labor and material used in accomplishing the said project, as well as all other claims arising from performance of said Contract, have been fully paid or satisfactorily secured. The undersigned further agrees that if any such claim should hereafter arise, he (it) shall assume responsibility for same immediately upon request to do so by the OWNER.

The undersigned, for a valuable consideration, receipt of which is hereby acknowledged, does further hereby waive, release and relinquish any and all claims or right of lien which the undersigned now has or may hereafter acquire upon the subject premises for labor and material used in accomplishing said project owned by the OWNER.

This affidavit is freely and voluntarily given with full knowledge of the facts on this 10 day of December 10, 20 18.

Lawrence M. Clarke, Inc.  
Contractor  
By:   
Lynn L. Harmala  
Title Vice President

Subscribed and sworn to before me, a Notary Public in and for Wayne County, Michigan, on this 10 day of December 10, 20 18.

Notary Public:   
Kelly Jo Saunders  
My Commission expires: June 23, 2022

**CONSENT TO FINAL PAYMENT  
BY WESTFIELD INSURANCE COMPANY**

WESTFIELD INSURANCE COMPANY BOND NO. 001581R

TO OBLIGEE: City of Farmington

OBLIGEE'S PROJECT NO.: \_\_\_\_\_

23600 Liberty St.

Farmington, MI 48335

DATE OF CONTRACT: 09/28/2018

**PROJECT:**

(Insert name, address and description of Project)

Lilac St. Water Main Improvements  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

According to the provisions of the Contract between the Obligee and the Contractor as indicated above, Westfield Insurance Company, P. O. Box 5001, One Park Circle, Westfield Center, Ohio 44251-5001, as Surety on bond of contractor,  
(Insert name and address of Contractor)

Lawrence M. Clarke, Inc  
\_\_\_\_\_  
\_\_\_\_\_

50850 Bemis Road  
\_\_\_\_\_  
\_\_\_\_\_

Belleville, MI 48111  
\_\_\_\_\_  
\_\_\_\_\_

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve Westfield Insurance Company of any of its obligations to the Obligee,  
(Insert name and address of Obligee)

City of Farmington  
\_\_\_\_\_  
\_\_\_\_\_

23600 Liberty St.  
\_\_\_\_\_  
\_\_\_\_\_

Farmington, MI 48335  
\_\_\_\_\_  
\_\_\_\_\_

as stated in said Surety's bond.

Dated: November 28, 2018  
\_\_\_\_\_

Westfield Insurance Company

By:   
\_\_\_\_\_  
Donald W. Burden, Attorney-in-Fact

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 11/17/17, FOR ANY PERSON OR PERSONS NAMED BELOW.

POWER NO. 2141882 09

General  
Power  
of Attorney

**Westfield Insurance Co.**  
**Westfield National Insurance Co.**  
**Ohio Farmers Insurance Co.**  
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint **GUS E. ZERVOS, ANGELO G. ZERVOS, DONALD W. BURDEN, STEPHEN M. ZERVOS, STEPHANIE A. DINCO, MICHAEL G. ZERVOS, JOINTLY OR SEVERALLY**

of SOUTHFIELD and State of MI its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, underlakings, or other instruments or contracts of suretyship-

**LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.**

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be it Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

*The Attorney-in-Fact.* may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their **National Surety Leader and Senior Executive** and their corporate seals to be hereto affixed this 17th day of **NOVEMBER A.D., 2017**.

Corporate  
Seals  
Affixed



WESTFIELD INSURANCE COMPANY  
WESTFIELD NATIONAL INSURANCE COMPANY  
OHIO FARMERS INSURANCE COMPANY

By: *Dennis P. Baus*  
**Dennis P. Baus, National Surety Leader and Senior Executive**

State of Ohio  
County of Medina ss.:

On this 17th day of **NOVEMBER A.D., 2017**, before me personally came **Dennis P. Baus** to me known, who, being by me duly sworn, did depose and say, that he resides in **Wooster, Ohio**; that he is **National Surety Leader and Senior Executive** of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial  
Seal  
Affixed



*David A. Kotnik*

**David A. Kotnik, Attorney at Law, Notary Public**  
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio  
County of Medina ss.:

I, **Frank A. Carrino**, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 28th day of **November A.D., 2018**



*Frank A. Carrino*  
**Frank A. Carrino, Secretary**

# SWORN STATEMENT

State of Michigan  
 County of: Wayne

Date: December 10, 2018

Lynn L. Harmala (deponent) being duly sworn deposes and says:

1. That Lawrence M. Clarke, Inc. is the Contractor/Subcontractor for an improvement to the property described on the following page.
2. That the following is a statement of each subcontractor and supplier and laborer, for which the payment of wages or fringe benefits and withholdings is due but unpaid, with whom the Contractor/Subcontractor has Contracted/Subcontracted for performance under the Contract with the Owner or Lessee of the property, and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names as follows:

Name of Subcontractor, Supplier or Laborer	Type of Improvement Furnished	Total Contract Price	Amount Already Paid	Amount Currently Owing	Amount of Laborer Wages Due but Unpaid	Amount of Labor, Fringe Benefits & Withholdings due but Unpaid
Aqua Test Lab.	Testing	\$ 370.00	\$ 370.00	0	0	0
Calo & Sons	Stone & Topsoil	\$ 1,162.27	\$ 1,162.27	0	0	0
Construction Video	Pre-Con Video	\$ 1,685.00	\$ 1,685.00	0	0	0
Ferguson	Materials	\$23,101.00	\$23,101.00	0	0	0
FMG Conc. Cutting	Saw Cutting	\$ 1,010.50	\$1,010.50	0	0	0
Tia Marie	Stone & Topsoil	\$ 3,968.09	\$ 3,968.09	0	0	0
Zervos Group	Bonds	\$ 1,344.00	\$ 1,344.00	0	0	0

The contracts or subcontracts cited herein are for improvement to the following described real property situated in Oakland County, Michigan, described as:

(Insert legal description of property) \_\_\_\_\_  
Lilac Street in Farmington, MI

Commonly known as:

Lilac St. Water Main Improvements

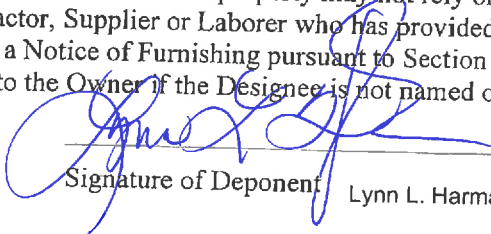
OHM Job Number:

0111-18-0060

3. That the Contractor has not procured material from, or subcontracted with, any person other than those set forth above and owes no money for the improvement other than the sums set forth above.
4. Deponent further says that he makes the foregoing statement as the Contractor/Subcontractor or as Controller of the Contractor/Subcontractor for the purpose of representing to the owner of the above described premises and his agents that the above described property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth above and except for claims of construction liens by laborers which may be provided pursuant to Section 109 of the Construction Lien Act, Act No. 497 of the Public Acts of 1980, as amended, being Section 570.1109 of the Michigan Compiled Laws.

WARNING TO OWNER: An Owner of the above described property may not rely on this sworn statement to avoid the claim of a Subcontractor, Supplier or Laborer who has provided a Notice of Furnishing (or a Laborer who may provide a Notice of Furnishing pursuant to Section 109 of the Construction Lien Act) to the Designee or to the Owner if the Designee is not named or has died.

Dated: December 10, 2018

  
\_\_\_\_\_  
Signature of Deponent Lynn L. Harmala, Vice President

WARNING TO DEPONENT: A person, who with intent to defraud, gives a false sworn statement is subject to criminal penalties as provided in Section 110 of the Construction Lien Act, Act No. 497 of the Public Acts of 1980, as amended, being Section 570.1110 of the Michigan Compiled Laws.

Subscribed and sworn to before me on: December 10, 2018 in Wayne County, Michigan

My commission expires: June 23, 2022 Signature:   
Kelly Jo Saunders

<b>Farmington City Council Staff Report</b>	<b>Council Meeting Date:</b> December 17, 2018	<b>Item Number 7D</b>														
<b>Submitted by:</b> Charles Eudy, Superintendent																
<b>Agenda Topic:</b> Consideration to adopt Oakwood Cemetery Crypt Lot Fee's																
<b>Proposed Motion:</b> Move to adopt Oakwood Cemetery Crypt Lot Fee's establishing the fee of \$5,000 for Farmington Resident and \$9,000 for non-Farmington resident.																
<b>Background:</b> <p>Currently at the Oakwood Cemetery there are no graves available to sell. Oakwood Cemetery has an area which has been determined it could be developed to allow Cemetery Crypts. This area is shown on the drawing included in the staff report. This area could allow for up to eleven (11) Crypt Lots. The Crypt lot size is 12 feet x 16 feet in size.</p> <p>Expenses the City has incurred for the development of the Crypt Lots is:</p> <table data-bbox="113 966 730 1060"> <tr> <td><b>Legal expense</b></td> <td>\$2,923.00</td> </tr> <tr> <td><b>Engineering/Survey</b></td> <td>\$2,377.00</td> </tr> </table> <p>The Most recent grave fees were:</p> <table data-bbox="113 1123 1055 1207"> <tr> <td><b>Resident</b></td> <td>single grave \$900.00</td> <td>Full Lot \$3,600.00</td> </tr> <tr> <td><b>Non Resident</b></td> <td>single grave \$1,800.00</td> <td>Full Lot \$7,200.00</td> </tr> </table> <p>Crypt Lot fees should be set to recover our Legal and Engineering/Survey cost of \$481.82 per lot and administrative expense of developing the Crypt Lots. If City Council agrees with the recommended Crypt lot fees, Administrative staff recommend to set Oakwood Cemetery Crypt lot fees at a minimum fee of:</p> <table data-bbox="113 1417 568 1501"> <tr> <td><b>Resident</b></td> <td>\$5,000.00</td> </tr> <tr> <td><b>Non Resident</b></td> <td>\$9,000.00</td> </tr> </table> <p>Fees are reviewed annually and can be adjusted as needed.</p>			<b>Legal expense</b>	\$2,923.00	<b>Engineering/Survey</b>	\$2,377.00	<b>Resident</b>	single grave \$900.00	Full Lot \$3,600.00	<b>Non Resident</b>	single grave \$1,800.00	Full Lot \$7,200.00	<b>Resident</b>	\$5,000.00	<b>Non Resident</b>	\$9,000.00
<b>Legal expense</b>	\$2,923.00															
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<b>Non Resident</b>	single grave \$1,800.00	Full Lot \$7,200.00														
<b>Resident</b>	\$5,000.00															
<b>Non Resident</b>	\$9,000.00															
<b>Materials:</b>																

<b>Farmington City Council Staff Report</b>	<b>Council Meeting</b> <b>Date:</b> December 17, 2018	<b>Item Number</b> <b>7E</b>
<b>Submitted by:</b> Charles Eudy, Superintendent		
<b>Agenda Topic:</b> SCADA (Supervisory Control and Data Acquisition) Improvements at Twin Valley, and Chesley lift stations.		
<b>Proposed Motion:</b> Move to ratify payment to Oakland County Water Resource Commissioner for the SCADA (Supervisory Control and Data Acquisition) equipment improvements in the amount of \$39,022.76 at the Twin Valley, and Chesley Lift Stations.		
<b>Background:</b> Annually during the budget planning cycle administrative staff meet with Oakland County Water Resource Commission (OCWRC) to review the Farmington Retention Basin and Farmington Booster Stations Long Range Plan (LRP). In 2018 OCWRC recommended the replacement of the SCADA hardware at all OCWRC maintain facilities and City of Farmington locations using the OCWRC SCADA contractor. The existing SCADA equipment is 10-15 years old and soon service will no longer be supported. OCWRC having one approved vendor to provide SCADA service approved the selection of equipment for the City of Farmington locations. OCWRC has standardized the SCADA equipment for all locations. Both OCWRC and the vendor is trained and able to provide service as needed.  The proposed Fiscal year 2018/19 budget included allocations to replace the SCADA equipment this fiscal year. In addition to replacing the SCADA equipment all locations now have cellular modems to transfer information to OCWRC, instead of relying on radio communications.  OCWRC will be providing proposals to replace SCADA equipment at 9 Mile Retention and 9 Mile Booster Station later this Fiscal Year or early next Fiscal Year. .		
<b>Materials:</b> Oakland County Treasurers Invoice # DEQ00000164		



# INVOICE

Invoice: DEQ0000668  
 Invoice Date: 11/13/2018  
 Page: 1 of 1

**Please Remit To:**

OAKLAND COUNTY  
 TREASURERS-CASH ACCTG BLDG 12 E  
 1200 N TELEGRAPH RD  
 PONTIAC MI 48341-0479  
 United States

Customer No: DEQ00000164  
 Payment Terms: NET 30  
 Due Date: 12/13/2018

**Bill To:**

CITY OF FARMINGTON  
 ATTN CHUCK EUDY  
 23600 LIBERTY ST  
 FARMINTON MI 48335

**Amount Due: 39,022.76 USD**

61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.

For billing questions, please call: **248-858-1541**

Original

Contract	Activity	Description	Quantity	Net Amount
CON000000004231	STD	Equipment Charges	19.00	1,518.79
CON000000004231	STD	External Svcs and Material	1,565.86	27,581.30
CON000000004231	STD	Labor Charges	6.00	9,922.67
			<b>Total Amount:</b>	<b>39,022.76</b>
<b>Amount Due:</b>				<b>39,022.76</b>

**PLEASE INCLUDE YOUR INVOICE NUMBER WHEN SUBMITTING PAYMENT.**

AMOUNT APPROVED:	\$39,022.76
ACCOUNT #:	AMOUNT:
Approved By: _____	Date: _____
Attached: <input type="checkbox"/> PO _____	



Project	Project Title	Rebill Description	OCDC Reviewer	Trans Date	Acctg Date	Billng Description	Voucher	Vendor	Name	Quantity	Equip	Priced Rate	Est Amount
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	6/8/2015	6/8/2015	Equipment Changes				0.00		0.000	24.50
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	6/8/2015	6/8/2015	Equipment Changes				0.00		0.000	591.50
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	6/8/2015	6/8/2015	Equipment Changes				0.00		0.000	26.00
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	6/17/2015	6/17/2015	Equipment Changes				0.00		0.000	12.25
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	6/17/2015	6/17/2015	Equipment Changes				0.00		0.000	218.40
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	6/17/2015	6/17/2015	Equipment Changes				0.00		0.000	13.60
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	7/15/2015	7/15/2015	Equipment Changes				0.00		0.000	14.70
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	7/15/2015	7/15/2015	Equipment Changes				0.00		0.000	373.10
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	7/15/2015	7/15/2015	Equipment Changes				0.00		0.000	12.40
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	7/29/2015	7/29/2015	Equipment Changes				0.00		0.000	1.20
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	7/29/2015	7/29/2015	Equipment Changes				0.00		0.000	27.30
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	2/8/2017	2/8/2017	Equipment Changes				0.00		0.000	2.63
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	2/8/2017	2/8/2017	Equipment Changes				0.00		0.000	113.75
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	2/8/2017	2/8/2017	Equipment Changes				0.00		0.000	8.60
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	2/8/2017	2/8/2017	Equipment Changes				0.00		0.000	30.63
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	2/8/2017	2/8/2017	Equipment Changes				0.00		0.000	7.50
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	4/18/2018	4/18/2018	Equipment Changes				0.00		0.000	8.58
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	4/18/2018	4/18/2018	Equipment Changes				0.00		0.000	29.75
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	4/18/2018	4/18/2018	Equipment Changes				0.00		0.000	1.40
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	3/25/2015	4/29/2015	External Svcs and Material	00991906	0000013887	ICS Integration Services LLC	15.00		0.000	1039.50
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	5/31/2015	5/31/2015	External Svcs and Material	01001933	0000000231	Cometeca Inc	1.00		0.000	28.67
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump sites.	Sue Coffey	5/31/2015	5/31/2015	External Svcs and Material	01001932	0000000231	Cometeca Inc	1.00		0.000	64.99

61R1530001

Rehabilitate Project W61R1530001  
City of Farmington SCADA Proj

61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	5/31/2015	5/31/2015	External Svcs and Material	01001933	0000000231	Cometech Inc	1.00	0.000	124.01
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	5/31/2015	5/31/2015	External Svcs and Material	01001933	0000000231	Cometech Inc	1.00	0.000	35.61
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	9/30/2015	9/30/2015	External Svcs and Material	01003132	0000000231	Cometech Inc	1.00	0.000	106.79
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	12/5/2016	2/28/2017	External Svcs and Material	01162250	0000013987	ICS Integration Services LLC	770.80	0.000	809.34
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	12/5/2016	2/28/2017	External Svcs and Material	01162250	0000013987	ICS Integration Services LLC	12.00	0.000	1,121.40
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	3/27/2017	3/31/2017	External Svcs and Material	01164086	0000013987	ICS Integration Services LLC	4.00	0.000	277.20
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	9/30/2017	9/30/2017	External Svcs and Material				0.00	0.000	-11,895.60
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	9/30/2017	9/30/2017	External Svcs and Material				0.00	0.000	8,521.57
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	9/30/2017	9/30/2017	External Svcs and Material				0.00	0.000	11,895.60
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	9/30/2017	9/30/2017	External Svcs and Material				0.00	0.000	(8,521.57)
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	9/30/2017	9/30/2017	External Svcs and Material				0.00	0.000	(11,895.60)
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	9/30/2017	9/30/2017	External Svcs and Material				0.00	0.000	8,521.57
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	10/31/2017	10/31/2017	External Svcs and Material				0.00	0.000	(4,1708.28)
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	4/4/2018	4/30/2018	External Svcs and Material	01280886	0000013987	ICS Integration Services LLC	672.08	0.000	705.66
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	4/4/2018	6/20/2018	External Svcs and Material	01272022	0000013987	ICS Integration Services LLC	52.50	0.000	4,906.13
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	6/25/2018	6/20/2018	External Svcs and Material	01277517	0000013987	ICS Integration Services LLC	19.50	0.000	1,822.28
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	6/25/2018	6/20/2018	External Svcs and Material	01277298	0000013987	ICS Integration Services LLC	8.00	0.000	831.60
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	6/8/2015	6/6/2015	Labor Charges				0.00	0.000	3,525.53
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	6/17/2015	6/17/2015	Labor Charges				0.00	0.000	2,270.82
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	7/15/2015	7/15/2015	Labor Charges				0.00	0.000	2,284.71
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	7/29/2015	7/29/2015	Labor Charges				0.00	0.000	169.46
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	2/6/2017	2/6/2017	Labor Charges				0.00	0.000	1,462.00
61R1530001	City of Farmington SCADA Proj	61R1530001 - Replacing all existing SCADA sites with WRC new SCADA technology and adding SCADA to two existing sanitary pump stns.	Sue Coffey	4/16/2018	4/16/2018	Labor Charges				0.00	0.000	230.15
										Total	\$ 38,022.76	

61R1530001

08/09/2018

<b>Farmington City Council Staff Report</b>	<b>Council Meeting</b> <b>Date:</b> November 19, 2018	<b>Item Number</b> <b>7F</b>
<b>Submitted by:</b> Charles Eudy, Superintendent		
<b>Agenda Topic:</b> Consideration to Approve Change Order No. 1 and Construction Estimate No. 1 for the Shiawassee Streambank Stabilization		
<b>Proposed Motion:</b> Move to approve Change Order No.1 and Construction Estimate No.1 and authorize payment in the amount of \$ 14,570.00 with Macomb Pipeline & Utilities. \$1,457.00 will be held as retainage.		
<p><b>Background:</b>  At the September 17, 2108 meeting City Council approved Macomb Pipeline &amp; Underground Utilities Company of 44444 Mound Road, Sterling Heights MI 48314 to proceed with the Shiawassee Streambank Stabilization in the amount of \$134,090.00.</p> <p><b>Change Order No.1</b> Includes recommended improved method of soil erosion control "Eel". Using the "Eel" for the soil erosion will allow the contractor to move the soil erosion device multiple time. The OCWRC recommended device is a onetime use only device. The use of the"Eel" will increase the project \$1,000.</p> <p><b>Construction Estimate No.1</b> Includes soil erosion control, site clearing, mobilization and barricading.</p> <p>Orchard, Hiltz, and McCliment (OHM) has recommended payment of \$14,570.00 with the retainage of \$1,457.00 for work completed before December 6, 2018.</p> <p>Due to Oakland County Soil Erosion Control delaying the soil erosion permit and an unusually wet October and a cold November, the contractor has requested to suspend until weather conditions permit better working conditions. OHM and City Administration believe it is in the best interest for all to suspend work until better weather conditions return to the area.</p> <p>Due to the suspension of work and the recommended planting schedule of the live stakes, this project may not be completed until October 2019.</p>		
<p><b>Materials:</b>  Shiawassee Streambank Stabilization  OHM Job # 0111-17-0030</p>		



December 11, 2018

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

Regarding: Shiawassee Streambank Stabilization  
OHM Job No. 0111-17-0030

Dear Mr. Eudy:

Enclosed are progress Payment Application No. 1 and Change Order No. 1 for the referenced project. While this Change Order was verbally agreed to and included on the attached Pay App, full execution is requested for record keeping purposes. Once signed, please forward a pdf to OHM for our records.

Macomb Pipeline and Utilities Company has completed the work shown on the attached payment application for the period ending December 6, 2018 and we would recommend payment to the Contractor in the amount of **\$13,113.00**.

Sincerely,  
OHM Advisors

A handwritten signature in black ink, appearing to read "Matt Parks".

---

Matt Parks, P.E.  
Client Representative

cc: John Valenza, Macomb Pipeline (via e-mail)  
Mitch Master, OHM (via e-mail)  
Jessica Howard, OHM (via e-mail)  
File

P:\0101\_0125\0111170030\_Shiawassee\_Brdg\_Streambank\_Stab\\_Construction\Pay Apps\_CO\Pay App\No.1\Shiawassee Streambank\_Pay App No.1\_CO No.1.docx



# PAYMENT APPLICATION

**Project:** City of Farmington - Shiawassee Streambank Stabilization

**Job Number:** 0111-17-0030

Number: 1

Period End Date: 12/6/2018

Status: Approved

Contract Start Date: 10/1/2018

Contract End Date: 6/1/2019

Contract Duration: 243

Print Date: 12/11/2018

**CONTRACTOR:** Macomb Pipeline and Utilities Co.

44444 Mound Road

Ste 640

Sterling Heights, MI 48314

(586) 726-7552

**OWNER:** City of Farmington

23600 Liberty Street

Farmington, MI 48335

(248) 474-5500

**SCHEDULE On**

**STATUS:**

**NOTE:**

Original Contract Amount: \$134,090.00

Change Orders Amount: \$1,000.00

Current Contract Amount: \$135,090.00

Change Order 1: \$1,000.00

\$1,000.00

Earnings This Period: \$14,570.00

Earnings To Date: \$14,570.00

Previous Retainage Amount: \$0.00

Retainage This Period: \$1,457.00

Less Total Retained To Date: \$1,457.00

Net Earned: \$13,113.00

Previous Earnings: \$0.00

Amount Due Contractor: \$13,113.00

Retainage: 10 % of Total Earnings

**Approved By**

Chuck Eudy - Public Works Superintendent - City of Farmington

Date

**Recommended By**

Matt Parks, Principal

Date

**OHM Advisors**

34000 Plymouth Road

Livonia, MI 48150

(734) 522-6711

OHM-Advisors.com

**Items**

Item	Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity To Date	Amount To Date
<b>Division: A</b>									
1	Mobilization, Max. 5%	1.00 Ls	1.00	\$6,000.00	0.50	0.00	\$3,000.00	0.50	\$3,000.00
2	Traffic Maintenance and Control	1.00 Ls	1.00	\$2,000.00	0.50	0.00	\$1,000.00	0.50	\$1,000.00
3	Audio Video Route Survey	1.00 Ls	1.00	\$1,000.00	1.00	0.00	\$1,000.00	1.00	\$1,000.00
4	Minor Traffic Devices	1.00 Ls	1.00	\$4,000.00	0.50	0.00	\$2,000.00	0.50	\$2,000.00
5	Erosion Control, Silt Fence	300.00 Ft	300.00	\$2.00	0.00	0.00	\$0.00	0.00	\$0.00
6	Erosion Control, Turbidity Curtain	200.00 Ft	200.00	\$15.00	0.00	0.00	\$0.00	0.00	\$0.00
7	Nonwoven Geotextile Fabric	297.00 Syd	297.00	\$10.00	0.00	0.00	\$0.00	0.00	\$0.00
8	Tree, Rem; 6 inch to 18 inch	8.00 Ea	8.00	\$300.00	17.00	0.00	\$5,100.00	17.00	\$5,100.00
9	Excavation	1.00 Ls	1.00	\$40,000.00	0.00	0.00	\$0.00	0.00	\$0.00
10	Maintain Stream Flow	1.00 Ls	1.00	\$3,500.00	0.00	0.00	\$0.00	0.00	\$0.00
11	Bank Stabilization with Live Stakes	217.00 Syd	217.00	\$85.00	0.00	0.00	\$0.00	0.00	\$0.00
12	Adjust Drainage Structure	1.00 Ea	1.00	\$1,500.00	0.00	0.00	\$0.00	0.00	\$0.00
13	Turf Establishment	380.00 Syd	380.00	\$10.00	0.00	0.00	\$0.00	0.00	\$0.00
14	Stone Riprap Toe Protection	125.00 Ft	125.00	\$175.00	0.00	0.00	\$0.00	0.00	\$0.00
15	Stream Structure, Cross Vane	1.00 Ea	1.00	\$20,000.00	0.00	0.00	\$0.00	0.00	\$0.00
16	Allowance: OCWRC SESC Permit	1.00 Ls	1.00	\$3,000.00	0.49	0.00	\$1,470.00	0.49	\$1,470.00
17	Erosion Eel	0.00 Lft	100.00	\$10.00	100.00	0.00	\$1,000.00	100.00	\$1,000.00
<b>A Sub-Total:</b>							<b>\$14,570.00</b>		<b>\$14,570.00</b>
<b>Retainage</b>									<b>\$1,457.00</b>

CONTRACTOR'S DECLARATION

I HEREBY DECLARE THAT I HAVE NOT, during the period

10-1-18 to

12-6 A.D., 20 18 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 or his agents, in addition to the regular items set forth in the Contract numbered 011-17-030 and dated 10-1 A.D., 20 18 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: 12-10-18

By: John Valenza

Title: Vice president

# CHANGE ORDER



**Project:** City of Farmington - Shiawassee Streambank Stabilization

**Job Number:** 0111-17-0030  
**Change Order Number:** 1  
**Date:** 12/4/2018  
**Print Date:** 12/4/2018

**Owner:** City of Farmington  
23600 Liberty Street  
Farmington, MI 48335  
(248) 474-5500

**Contractor:** Macomb Pipeline and Utilities Co.  
44444 Mound Road  
Sterling Heights, MI 48314  
(586) 726-7552

**Note:**

**TO THE CONTRACTOR:**

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

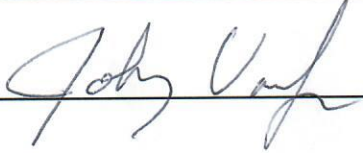
OHM Advisors  
34000 Plymouth Road  
Livonia, MI 48150  
(734) 522-6711

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	\$1,000.00
Original Contract Amount:	\$134,090.00
Contract Amount Including Previous Change Orders:	\$134,090.00
Amount of this Change Order:	<u>\$1,000.00</u>
<b>REVISED CONTRACT AMOUNT:</b>	<b>\$135,090.00</b>

**Accepted By**

Macomb Pipeline and Utilities Co.



Date 12-4-18

**Approved By**

Chuck Eudy - Public Works Superintendent  
- City of Farmington

Date \_\_\_\_\_

**Recommended By**

Matt Parks, Principal

Date \_\_\_\_\_



**Items**

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
<b>THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT</b>						
<b>Division: A</b>						
<b>Additional Items to the Contract:</b>						
17	Erosion Eel	0.00 Lft	100.00	100.00	\$10.00	\$1,000.00
<b>SUB-TOTAL INCREASES DIVISION A:</b>						<b>\$1,000.00</b>



<b>Farmington City Council Agenda Item</b>	<b>Council Meeting Date:</b> December 17, 2018	<b>Item Number 7G</b>
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**Submitted by  
Charles Eudy, Superintendent**

**Agenda Topic** Consideration to Approve Change Order No.1 and Construction Estimate No.2 (final) for the 2018 Smithfield, Farmington, Grace Street Maintenance project.

**Proposed Motion** Move to Approve Change Order No. 1 and Construction Estimate No.2 (final) in the amount of \$122,728.65 for the 2018 Smithfield Farmington Grace Street Maintenance project to Goretski Construction Company located at 4850 South Hill Road, Milford MI 48381.

**Background** At the July 17, 2017 meeting City Council approved the bid from Goretski Construction Company located at 4850 South Hill Road, Milford MI 48381 for the 2018 Smithfield Road Reconstruction project in the amount of \$231,031, and include a \$23,000.00 contingency budget (approximately 10%) for a total construction budget of \$254,031.00. The engineer's estimate for the project was \$247,781. Smithfield Street entrance project was completed last year.

The Roads and Infrastructure Committee reviewed available road funding provided by the Treasurers Department and recommended proceed with improvements to Farmington Road between Grand River and Oakland Street and the Grace Street entrance at Grand River, under the contract with Goretski Construction. .

The total earnings this period is \$111,177.10 for work completed through October 13, 2018. At that time all work has been completed at Smithfield, Farmington Road, and Grace Street entrance. The recommended payment includes the release of \$11,551.55 being held as retainage from the Smithfield Street Improvements. OHM Advisors has recommended the payment of \$122,728.65 to Goretski Construction. The final adjusted contract is \$324,216.70

**Change Order No. 1** Includes final balancing of Smithfield Entrance and the improvements to Farmington Road & Grace Street entrance.

Smithfield final balancing	\$9,570.00
Farmington Road	\$95,668.20
Grace entrance	\$5,938.90
<u>Release of Retainage</u>	<u>\$11,551.55</u>
	\$122,728.65

**Materials Attached**  
OHM Change Order No.1 and Recommendation of Payment No.2

<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>





December 12, 2018

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

Regarding: Smithfield Road Entrance Reconstruction  
OHM Job No. 0111-16-0073

Dear Mr. Eudy:

Enclosed are Payment Application No. 2 (**FINAL**) and Change Order No. 1 for the referenced project. We would recommend approval of this Change Order. While this Change Order was verbally agreed to and included on the attached Pay App, full execution is requested for record keeping purposes. Once signed, please forward a pdf to OHM for our records.

Also enclosed are as following required final documents: 1) Contractor's Declaration; 2) Contractor's Affidavit; 3) Consent of Surety; 4) Contractor's Sworn Statement and 5) Full Unconditional Waivers from subcontractors/suppliers.

Goretski's Construction Company has completed the work shown on the attached payment application for the period ending October 31, 2018 and we would recommend payment to the Contractor in the amount of **\$122,728.65** which includes the full release of previously held retainage.

Sincerely,  
OHM Advisors

A handwritten signature in black ink, appearing to read "Matt Parks".

---

Matt Parks, P.E.  
Client Representative

cc: Paul D'Orazio, Goretski's Construction Company (via e-mail)  
Mitch Master, OHM (via e-mail)  
Jessica Howard, OHM (via e-mail)  
File

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# PAYMENT APPLICATION

**Project:** City of Farmington - Smithfield Road Entrance Reconstruction

**Job Number:** 0111-16-0073

**OWNER:** City of Farmington  
23600 Liberty Street

**CONTRACTOR:** Goretski's Construction Company  
4850 South Hill Road

Farmington, MI 48335  
(248) 474-5500

Milford, MI 48381  
(248) 685-1404

**SCHEDULE On STATUS:**  
**NOTE:**

**Number:** 2  
**Period End Date:** 10/31/2018  
**Status:** Approved  
**Contract Start Date:** 7/31/2017  
**Contract End Date:** 9/15/2017  
**Contract Duration:** 46  
**Print Date:** 12/11/2018

Original Contract Amount:	\$231,031.00	Change Order 1:	\$93,185.70	Earnings This Period:	\$111,177.10
Change Orders Amount:	\$93,185.70		\$93,185.70	Earnings To Date:	\$324,216.70
Current Contract Amount:	\$324,216.70			Previous Retainage Amount:	\$11,551.55
				Retainage This Period:	(\$11,551.55)
				Less Total Retained To Date:	\$0.00
				Net Earned:	\$324,216.70
Retainage: None				Previous Earnings:	\$201,488.05
				Amount Due Contractor:	\$122,728.65
					Amount Due Contractor includes (\$11,551.55) of previously held retainage

**Approved By**

Chuck Eudy - Public Works Superintendent - City of Farmington

Date

**Reviewed By**

Matt Parks, Principal

Date

**OHM Advisors**  
34000 Plymouth Road  
Livonia, MI 48150

(734) 522-6711

OHM-Advisors.com

**Items**

Item	Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity To Date	Amount To Date
<b>Division: C - Farmington at Grand River Phase 2</b>									
83	Mobilization, Max.5%	0.00 Ls	1.00	\$2,500.00	1.00	0.00	\$2,500.00	1.00	\$2,500.00
84	Traffic Maintenance and Control	0.00 Ls	1.00	\$3,500.00	1.00	0.00	\$3,500.00	1.00	\$3,500.00
85	Audio Video Route Survey	0.00 Ls	0.00	\$2,000.00	0.00	0.00	\$0.00	0.00	\$0.00
86	Pavement, Rem	0.00 Syd	302.00	\$15.00	302.00	0.00	\$4,530.00	302.00	\$4,530.00
87	Sidewalk, Rem	0.00 Syd	152.00	\$15.00	152.00	0.00	\$2,280.00	152.00	\$2,280.00
88	Joint Repair	0.00 Syd	7.40	\$150.00	7.40	0.00	\$1,110.00	7.40	\$1,110.00
89	Structure Adjust	0.00 Ea	1.00	\$500.00	1.00	0.00	\$500.00	1.00	\$500.00
90	Pavi, 9" non-reinforced, with or w/out int. curb	0.00 Syd	302.00	\$86.00	302.00	0.00	\$25,972.00	302.00	\$25,972.00
91	Sidewalk, 4"	0.00 Sft	1368.19	\$5.00	1368.19	0.00	\$6,840.95	1368.19	\$6,840.95
92	ADA Ramp, 6"	0.00 Sft	129.80	\$7.00	129.80	0.00	\$908.60	129.80	\$908.60
93	Detetable Warning Surface	0.00 Lt	20.00	\$40.00	20.00	0.00	\$800.00	20.00	\$800.00
<b>C - Farmington at Grand River Phase 2 Sub-Total:</b>							<b>\$48,941.55</b>		<b>\$48,941.55</b>
<b>Retainage</b>							<b>\$0.00</b>		<b>\$0.00</b>
<b>Division: A</b>									
1	Mobilization, Max. 5%	1.00 Ls	1.00	\$10,000.00	0.00	0.00	\$0.00	1.00	\$10,000.00
2	Audio Video Route Survey	1.00 Ls	1.00	\$2,000.00	0.00	0.00	\$0.00	1.00	\$2,000.00
3	Soil Erosion Control	1.00 Ls	1.00	\$500.00	0.00	0.00	\$0.00	1.00	\$500.00
4	Traffic Maintenance and Control	1.00 Ls	1.00	\$3,000.00	0.00	0.00	\$0.00	1.00	\$3,000.00
5	Relocate Tree	4.00 Ea	4.00	\$400.00	0.00	0.00	\$0.00	4.00	\$1,600.00
6	Sign, Remove and Reset	5.00 Ea	5.00	\$100.00	5.00	0.00	\$500.00	5.00	\$500.00
7	Remove Storm Sewer	65.00 Ft	65.00	\$30.00	0.00	0.00	\$0.00	65.00	\$1,950.00
8	Remove Storm Structure	3.00 Ea	3.00	\$500.00	0.00	0.00	\$0.00	3.00	\$1,500.00
9	Irrigation, Remove	1.00 Ls	1.00	\$500.00	0.00	0.00	\$0.00	1.00	\$500.00
10	Remove Pavement	1693.00 Syd	1790.90	\$8.00	0.00	0.00	\$0.00	1790.90	\$14,327.20
11	Remove Sidewalk	23.00 Syd	53.50	\$15.00	0.00	0.00	\$0.00	53.50	\$802.50
12	Subgrade Undercutting, Type II (Modified)	60.00 Cyd	14.90	\$50.00	0.00	0.00	\$0.00	14.90	\$745.00
13	Subgrade Undercutting, Type II (Special)	60.00 Cyd	0.00	\$50.00	0.00	0.00	\$0.00	0.00	\$0.00
14	Station Grading	2.50 Sta	2.50	\$2,000.00	0.00	0.00	\$0.00	2.50	\$5,000.00
15	Trench Undercut and Backfill	50.00 Cyd	0.00	\$20.00	0.00	0.00	\$0.00	0.00	\$0.00
16	Maintenance Aggregate, 21AA	24.00 Ton	57.01	\$30.00	0.00	0.00	\$0.00	57.01	\$1,710.30
17	Aggregate Base, 8 inch, 21AA, Limestone	1700.00 Syd	1716.70	\$15.85	0.00	0.00	\$0.00	1716.70	\$27,209.70
18	Dr Structure, Adj, Add Depth	5.00 Ft	5.00	\$300.00	0.00	0.00	\$0.00	5.00	\$1,500.00
19	Dr Structure Cover Adj, Case 1	3.00 Ea	3.00	\$300.00	0.00	0.00	\$0.00	3.00	\$900.00
20	Dr Structure Cover, EJ 7045, Type M2	3.00 Ea	3.00	\$400.00	0.00	0.00	\$0.00	3.00	\$1,200.00
21	Dr Structure, 48 inch dia	3.00 Ea	3.00	\$2,000.00	0.00	0.00	\$0.00	3.00	\$6,000.00

(734) 522-6711

**OHM Advisors**

34000 Plymouth Road  
Livonia, MI 48150

OHM-Advisors.com

Item	Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity To Date	Amount To Date
22	Irrigation Valve, Adjust	3.00 Ea	3.00	\$100.00	3.00	0.00	\$300.00	3.00	\$300.00
23	Sewer, C76 CL IV, 12 inch, Tr-Det A	138.00 Ft	120.00	\$75.00	0.00	0.00	\$0.00	120.00	\$9,000.00
24	Frame and Cover, Replace, EJ 1010, Type N	1.00 Ea	1.00	\$700.00	0.00	0.00	\$0.00	1.00	\$700.00
25	Subgrade Underdrain, 6 inch	724.00 Ft	461.00	\$15.00	0.00	0.00	\$0.00	461.00	\$6,915.00
26	Concrete Pavement with Integral Curb, Non-reinforced, 9 inch	1452.00 Syd	1582.20	\$63.50	0.00	0.00	\$0.00	1582.20	\$100,469.70
27	Concrete Pavement, Non-Reinforced, 6 inch (Driveway)	113.00 Syd	115.10	\$54.00	0.00	0.00	\$0.00	115.10	\$6,215.40
28	Hand Patching	15.00 Ton	0.00	\$500.00	0.00	0.00	\$0.00	0.00	\$0.00
29	Concrete Sidewalk, 4 inch	123.00 Sft	259.10	\$5.00	0.00	0.00	\$0.00	259.10	\$1,295.50
30	Concrete Sidewalk, 9 inch	485.00 Sft	509.50	\$8.00	0.00	0.00	\$0.00	509.50	\$4,076.00
31	Concrete Sidewalk Ramp, 6 inch	89.00 Sft	131.90	\$7.00	0.00	0.00	\$0.00	131.90	\$923.30
32	Detectable Warning Surface	40.00 Ft	30.00	\$40.00	0.00	0.00	\$0.00	30.00	\$1,200.00
33	Pavt Mirkg. Sprayable Thermopl, 4 inch, Yellow	118.00 Ft	0.00	\$15.00	0.00	0.00	\$0.00	0.00	\$0.00
34	Conduit, PVC SCH 40, 4 inch	94.00 Ft	80.00	\$20.00	0.00	0.00	\$0.00	80.00	\$1,600.00
35	Conduit End Marker	2.00 Ea	4.00	\$50.00	0.00	0.00	\$0.00	4.00	\$200.00
36	Surface Restoration, Sod	2.50 Sta	2.50	\$2,000.00	2.50	0.00	\$5,000.00	2.50	\$5,000.00
71	Smithfield Entrance Irrigation System	1.00 Ls	1.37	\$2,500.00	1.37	0.00	\$3,425.00	1.37	\$3,425.00
72	Soil Erosion Permit	1.00 Ls	1.00	\$345.00	1.00	0.00	\$345.00	1.00	\$345.00
<b>A Sub-Total:</b>							<b>\$9,570.00</b>		<b>\$222,609.60</b>
<b>Retainage</b>							<b>(\$11,551.55)</b>		

**Division: D - Grace Road at Grand River**

94	Mobilization, Max. 5%	0.00 Ls	1.00	\$250.00	1.00	0.00	\$250.00	1.00	\$250.00
95	Traffic Maintenance and Control	0.00 Ls	1.00	\$1,500.00	1.00	0.00	\$1,500.00	1.00	\$1,500.00
96	Pavement, Rem	0.00 Syd	44.60	\$8.00	44.60	0.00	\$356.80	44.60	\$356.80
97	Sidewalk, Rem	0.00 Syd	0.00	\$15.00	0.00	0.00	\$0.00	0.00	\$0.00
98	Subgrade undercutting, Type II (Modified)	0.00 Cyd	0.00	\$50.00	0.00	0.00	\$0.00	0.00	\$0.00
99	Subgrade undercutting, Type II (Special)	0.00 Cyd	0.00	\$50.00	0.00	0.00	\$0.00	0.00	\$0.00
100	Station Grading	0.00 Sta	0.25	\$2,000.00	0.25	0.00	\$500.00	0.25	\$500.00
101	Maintenance Aggregate, 21AA	0.00 Ton	0.00	\$30.00	0.00	0.00	\$0.00	0.00	\$0.00
102	Aggregate Base, 8 inch, 21AA, Limestone	0.00 Syd	0.00	\$15.85	0.00	0.00	\$0.00	0.00	\$0.00
103	Concrete Pavement with Integral Curb, Non reinforced, 9 inch	0.00 Syd	44.60	\$63.50	44.60	0.00	\$2,832.10	44.60	\$2,832.10
104	Concrete Sidewalk, 4 inch	0.00 Sft	0.00	\$5.00	0.00	0.00	\$0.00	0.00	\$0.00
105	Turf Establishment	0.00 Sta	0.25	\$2,000.00	0.25	0.00	\$500.00	0.25	\$500.00
<b>D - Grace Road at Grand River Sub-Total:</b>							<b>\$5,938.90</b>		<b>\$5,938.90</b>
<b>Retainage</b>							<b>\$0.00</b>		

**Division: B - Farmington at Grand River Phase 1**

73	Mobilization, Max. 5%	0.00 Ls	1.00	\$2,500.00	1.00	0.00	\$2,500.00	1.00	\$2,500.00
74	Traffic Maintenance and Control	0.00 Ls	1.00	\$2,500.00	1.00	0.00	\$2,500.00	1.00	\$2,500.00
75	Audion Video Route Survey	0.00 Ls	1.00	\$2,500.00	1.00	0.00	\$2,500.00	1.00	\$2,500.00

**OHM Advisors**

34000 Plymouth Road  
Livonia, MI 48150

(734) 522-6711

OHM-Advisors.com



Item	Description	Original Quantity	Quantity Authorized	Unit Price	Quantity This Period	Quantity Held	Amount This Period	Quantity To Date	Amount To Date
76	Pavement, Rem	0.00 Syd	337.90	\$15.00	337.90	0.00	\$5,068.50	337.90	\$5,068.50
77	Sidewalk, Rem	0.00 Syd	40.80	\$15.00	40.80	0.00	\$612.00	40.80	\$612.00
78	Structure Adjust (Sanitary)	0.00 Ea	3.00	\$750.00	3.00	0.00	\$2,250.00	3.00	\$2,250.00
79	Part, 9" non-reinforced, with or w/out int. curb	0.00 Syd	337.90	\$86.00	337.90	0.00	\$29,059.40	337.90	\$29,059.40
80	Sidewalk, 4"	0.00 Sft	367.35	\$5.00	367.35	0.00	\$1,836.75	367.35	\$1,836.75
81	ADA Ramp, 6"	0.00 Sft	0.00	\$7.00	0.00	0.00	\$0.00	0.00	\$0.00
82	Detectable Warning Surface	0.00 Lft	10.00	\$40.00	10.00	0.00	\$400.00	10.00	\$400.00
<b>B - Farmington at Grand River Phase 1 Sub-Total:</b>					<b>\$46,726.65</b>				<b>\$46,726.65</b>
<b>Retainage</b>							<b>\$0.00</b>		

# CHANGE ORDER



**Project:** City of Farmington - Smithfield Road Entrance Reconstruction

**Job Number:** 0111-16-0073

**Owner:** City of Farmington  
23600 Liberty Street  
Farmington, MI 48335  
(248) 474-5500

**Change Order Number:** 1  
**Date:** 9/19/2018  
**Print Date:** 10/31/2018

**Contractor:** Goretski's Construction Company  
4850 South Hill Road  
Milford, MI 48381  
(248) 685-1404

**Note:**

TO THE CONTRACTOR:

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

OHM Advisors  
34000 Plymouth Road  
Livonia, MI 48150  
(734) 522-6711

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

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THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	\$93,185.70
Original Contract Amount:	\$231,031.00
Contract Amount Including Previous Change Orders:	\$231,031.00
Amount of this Change Order:	<u>\$93,185.70</u>
REVISED CONTRACT AMOUNT:	\$324,216.70

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**Approved By**

Chuck Eudy - Public Works Superintendent  
- City of Farmington \_\_\_\_\_

Date \_\_\_\_\_

Goretski's Construction Company \_\_\_\_\_

Date 11-7-18

**Reviewed By**

Matt Parks, Principal \_\_\_\_\_

Date \_\_\_\_\_

**Items**

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
<b>THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT</b>						
<b>Division: A</b>						
10	Remove Pavement	1693.00 Syd	97.90	1790.90	\$8.00	\$783.20
11	Remove Sidewalk	23.00 Syd	30.50	53.50	\$15.00	\$457.50
16	Maintenance Aggregate, 21AA	24.00 Ton	33.01	57.01	\$30.00	\$990.30
17	Aggregate Base, 8 inch, 21AA. Limestone	1700.00 Syd	16.70	1716.70	\$15.85	\$264.70
26	Concrete Pavement with Integral Curb, Non-reinforced, 9 inch	1452.00 Syd	130.20	1582.20	\$63.50	\$8,267.70
27	Concrete Pavement, Non-Reinforced, 6 inch (Driveway)	113.00 Syd	2.10	115.10	\$54.00	\$113.40
29	Concrete Sidewalk, 4 inch	123.00 Sft	136.10	259.10	\$5.00	\$680.50
30	Concrete Sidewalk, 9 inch	485.00 Sft	24.50	509.50	\$8.00	\$196.00
31	Concrete Sidewalk Ramp, 6 inch	89.00 Sft	42.90	131.90	\$7.00	\$300.30
35	Conduit End Marker	2.00 Ea	2.00	4.00	\$50.00	\$100.00
71	Smithfield Entrance Irrigation System	1.00 Ls	0.37	1.37	\$2,500.00	\$925.00
<b>SUB-TOTAL INCREASES DIVISION A:</b>						<b>\$13,078.60</b>

**Division: B - Farmington at Grand River Phase 1**

**Additional Items to the Contract:**

73	Mobilization, Max. 5%	0.00 Ls	1.00	1.00	\$2,500.00	\$2,500.00
74	Traffic Maintenance and Control	0.00 Ls	1.00	1.00	\$2,500.00	\$2,500.00
75	Audion Video Route Survey	0.00 Ls	1.00	1.00	\$2,500.00	\$2,500.00
76	Pavement, Rem	0.00 Syd	337.90	337.90	\$15.00	\$5,068.50
77	Sidewalk, Rem	0.00 Syd	40.80	40.80	\$15.00	\$612.00
78	Structure Adjust (Sanitary)	0.00 Ea	3.00	3.00	\$750.00	\$2,250.00
79	Pavt, 9" non-reinforced, with or w/out int. curb	0.00 Syd	337.90	337.90	\$86.00	\$29,059.40
80	Sidewalk, 4"	0.00 Sft	367.35	367.35	\$5.00	\$1,836.75
82	Detectable Warning Surface	0.00 Lt	10.00	10.00	\$40.00	\$400.00
<b>SUB-TOTAL INCREASES DIVISION B - Farmington at Grand River Phase 1:</b>						<b>\$46,726.65</b>

**Division: C - Farmington at Grand River Phase 2**

**Additional Items to the Contract:**

83	Mobilization, Max.5%	0.00 Ls	1.00	1.00	\$2,500.00	\$2,500.00
84	Traffic Maintenance and Control	0.00 Ls	1.00	1.00	\$3,500.00	\$3,500.00
86	Pavement, Rem	0.00 Syd	302.00	302.00	\$15.00	\$4,530.00
87	Sidewalk, Rem	0.00 Syd	152.00	152.00	\$15.00	\$2,280.00
88	Joint Repair	0.00 Syd	7.40	7.40	\$150.00	\$1,110.00
89	Structure Adjust	0.00 Ea	1.00	1.00	\$500.00	\$500.00
90	Pavt, 9" non-reinforced, with or w/out int. curb	0.00 Syd	302.00	302.00	\$86.00	\$25,972.00
91	Sidewalk, 4"	0.00 Sft	1368.19	1368.19	\$5.00	\$6,840.95
92	ADA Ramp, 6"	0.00 Sft	129.80	129.80	\$7.00	\$908.60
93	Detetable Warning Surface	0.00 Lt	20.00	20.00	\$40.00	\$800.00
<b>SUB-TOTAL INCREASES DIVISION C - Farmington at Grand River Phase 2:</b>						<b>\$48,941.55</b>

**Division: D - Grace Road at Grand River**

**Additional Items to the Contract:**

94	Mobilization, Max. 5%	0.00 Ls	1.00	1.00	\$250.00	\$250.00
95	Traffic Maintenance and Control	0.00 Ls	1.00	1.00	\$1,500.00	\$1,500.00
96	Pavement, Rem	0.00 Syd	44.60	44.60	\$8.00	\$356.80
100	Station Grading	0.00 Sta	0.25	0.25	\$2,000.00	\$500.00
103	Concrete Pavement with Integral Curb, Non reinforced, 9 inch	0.00 Syd	44.60	44.60	\$63.50	\$2,832.10
105	Turf Establishment	0.00 Sta	0.25	0.25	\$2,000.00	\$500.00
<b>SUB-TOTAL INCREASES DIVISION D - Grace Road at Grand River:</b>						<b>\$5,938.90</b>

**THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT**

**Division: A**

12	Subgrade Undercutting, Type II (Modified)	60.00 Cyd	-45.10	14.90	\$50.00	(\$2,255.00)
13	Subgrade Undercutting, Type II (Special)	60.00 Cyd	-60.00	0.00	\$50.00	(\$3,000.00)
15	Trench Undercut and Backfill	50.00 Cyd	-50.00	0.00	\$20.00	(\$1,000.00)
23	Sewer. C76 CL IV, 12 inch, Tr Det A	138.00 Ft	-18.00	120.00	\$75.00	(\$1,350.00)
25	Subgrade Underdrain, 6 inch	724.00 Ft	-263.00	461.00	\$15.00	(\$3,945.00)
28	Hand Patching	15.00 Ton	-15.00	0.00	\$500.00	(\$7,500.00)
32	Detectable Warning Surface	40.00 Ft	-10.00	30.00	\$40.00	(\$400.00)
33	Pavt Mrkg, Sprayable Thermopl. 4 inch, Yellow	118.00 Ft	-118.00	0.00	\$15.00	(\$1,770.00)

City of Farmington - Smithfield Road Entrance Reconstruction

34 Conduit, PVC SCH 40, 4 inch	94.00 Ft	-14.00	80.00	\$20.00	<u>(\$280.00)</u>
<b>SUB-TOTAL DECREASES DIVISION A:</b>					<b>(\$21,500.00)</b>

## CONTRACTOR'S DECLARATION

I HEREBY DECLARE THAT I HAVE NOT, during the period

August 30, 2017 to  
December 6 A.D., 20 18 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 or his agents, in addition to the regular items set forth in the Contract numbered 0111-16-0071 and dated July 31 A.D., 20 17 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: 12-10-18

Goretski Construction Company

By: Harold Hamilton

Title: Office Manager

CONTRACTOR'S AFFIDAVIT

STATE OF MICHIGAN )  
 )SS.  
COUNTY OF Oakland )

The undersigned, \_\_\_\_\_, CONTRACTOR, hereby represents that on July 31, 2017 he (it) was awarded a Contract by City of Farmington hereinafter called the OWNER, to construct Smithfield Road Entrance Reconstruction in accordance with the terms and conditions of Contract No. 0111-16-0071; and the undersigned further represents that the subject work has now been accomplished and the said Contract has now been completed.

The undersigned hereby warrants and certifies that all of his (its) indebtedness arising by reason of said Contract has been fully or satisfactorily secured, and that all claims from subcontractors and others for labor and material used in accomplishing the said project, as well as all other claims arising from performance of said Contract, have been fully paid or satisfactorily secured. The undersigned further agrees that if any such claim should hereafter arise, he (it) shall assume responsibility for same immediately upon request to do so by the OWNER.

The undersigned, for a valuable consideration, receipt of which is hereby acknowledged, does further hereby waive, release and relinquish any and all claims or right of lien which the undersigned now has or may hereafter acquire upon the subject premises for labor and material used in accomplishing said project owned by the OWNER.

This affidavit is freely and voluntarily given with full knowledge of the facts on this 10<sup>th</sup> day of December, 2018.

Goretski Construction Company

Contractor

By: Michael R Garetl

Title PRESIDENT

Subscribed and sworn to before me, a Notary Public in and for Oakland County, Michigan, on this 10<sup>th</sup> day of December, 2018.

MARY ANN HAMILTON  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF OAKLAND  
My Commission Expires May 18, 2022  
Acting in the County of Oakland

Notary Public: Mary Ann Hamilton

My Commission expires: 5-18-22



**CONSENT OF SURETY  
TO FINAL PAYMENT**

AIA DOCUMENT G707

(Instructions on reverse side)

OWNER \_\_\_\_\_  
ARCHITECT \_\_\_\_\_  
CONTRACTOR \_\_\_\_\_  
SURETY \_\_\_\_\_  
OTHER \_\_\_\_\_

TO (OWNER)  
(Name and address )

**City of Farmington  
23600 Liberty Street  
Farmington, MI 48335**

ARCHITECT'S PROJECT NO:

**Bond No. 106546756**

CONTRACT DATE: July 2017

PROJECT:  
(Name and address)

**Smithfield Road Entrance Reconstruction  
OHM Job #0111-16-0071**

CONTRACTOR: **GORETSKI'S CONSTRUCTION COMPANY**  
**4850 South Hill Road**  
**Milford, MI 48381**

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
(here insert name and address of Surety )

**Travelers Casualty & Surety Company Of America**  
**1 Tower Square**  
**Hartford, CT 06183**

, SURETY,

on bond of  
(here insert name and address of Contractor)

**GORETSKI'S CONSTRUCTION COMPANY**  
**4850 South Hill Road**  
**Milford, MI 48381**

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety Company of  
any of its obligations to

(here insert name and address of Owner)

**City of Farmington**  
**23600 Liberty Street**  
**Farmington, MI 48335**

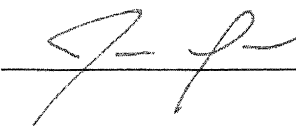
, OWNER,

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF, the Surety Company has hereunto set its hand this 10th day of December, 2018.

(Insert in writing the month following by the numeric date and year)

Attest:  
Seal



**Travelers Casualty & Surety Company Of America**  
Surety Company



Signature of Authorized Representative  
**Michelle B. Graham**, Attorney-in-Fact



**Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company**

**POWER OF ATTORNEY**

**KNOW ALL MEN BY THESE PRESENTS:** That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint Michelle B. Graham, Lois C. Brink, Suzanne M. Mocerri, and John W. McNish of Royal Oak, Michigan their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

**IN WITNESS WHEREOF,** the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 3rd day of February, 2017.



State of Connecticut

City of Hartford ss.

By:   
Robert L. Raney, Senior Vice President

On this the 3rd day of February, 2017, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2021



Marie C Tetreault  
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED,** that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED,** that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED,** that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED,** that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 10th day of December, 2018



Kevin E. Hughes  
Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney-in-Fact and the details of the bond to which the power is attached.**



# SWORN STATEMENT

STATE OF MICHIGAN )  
 )SS  
 COUNTY OF OAKLAND )

PAUL D'ORAZIO, being sworn, states the following:  
 (type in name of person signing statement)

GORETSKI'S CONSTRUCTION COMPANY, is the contractor/subcontractor for an improvement to the following  
 real property in Oakland County, Michigan, described as follows:

**Smithfield Road Entrance Reconstruction - J#0111-16-0071**  
**Farmington, Michigan**

That the following is a statement of each subcontractor and supplier and laborer for whom payment of wages or fringe benefits and withholdings is due but unpaid, with whom the contractor/subcontractor has contracted/subcontracted for performance under the contract with the owner or lessee of the property, and that the amounts due to the persons as of the date of this statement are correctly and fully set forth opposite their names as follows:

Name of subcontractor, supplier or laborer	Type of improvement furnished	Total contract price	Amount already paid	Amount currently owing	Balance to complete (optional)	Amount of laborer wages due but unpaid	Amount of laborer fringe benefits and withholdings due but unpaid
Finishing Touch Photo & Video	Survey	\$1,710.00	\$1,710.00	\$0.00			
J & M Construction Corporation	Silt Fence	\$680.80	\$680.80	\$0.00			
Jeff Howe	Storm Sewer (Labor)	\$4,000.00	\$4,000.00	\$0.00			
Superior Materials LLC	Material	\$79,848.74	\$79,848.74	\$0.00			
Calo & Sons Construction	Trucking & Material	\$14,282.17	\$14,282.17	\$0.00			
Tia Marie Trucking, Inc.	Trucking & Material	\$7,823.25	\$7,823.25	\$0.00			
American Pavement	Sawing	\$869.50	\$869.50	\$0.00			
Scodeller Construction	Joint Widening/Sealing	\$5,890.50	\$5,890.50	\$0.00			
There are no subcontractors and/or suppliers other than those listed above.							
All of our wages, benefits, fringes, taxes, and withholdings are paid in full as per the contract.							
TOTALS		\$115,104.96	\$115,104.96	\$0.00			

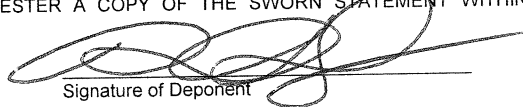
(Some columns are not applicable to all persons listed)

The contractor has not procured material from, or subcontracted with, any person other than those set forth, and owes no money for the improvement other than the sums set forth.

I make this statement as the contractor/subcontractor or as supplier/subcontractor of the contractor/subcontractor to represent to the owner or lessee of the property and his or her agents that the property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth in this statement and except for claims of construction liens by laborers that may be provided under section 109 of the construction lien act 1980, P.A. 497, MCL 570.1109.

**WARNING TO OWNER OR LESSEE:** AN OWNER OR LESSEE OF THE PROPERTY SHALL NOT RELY ON THIS SWORN STATEMENT TO AVOID THE CLAIM OF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF OR A LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING UNDER SECTION 109 OF THE CONSTRUCTION LIEN ACT 1980 P.A.497, MCL 570.1109, TO THE DESIGNEE OR TO THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED OR HAS DIED.

IF THIS SWORN STATEMENT IS IN REGARD TO A RESIDENTIAL STRUCTURE, ON RECEIPT OF THE SWORN STATEMENT, THE OWNER OR LESSEE, OR THE OWNER'S OR LESSEE'S DESIGNEE, MUST GIVE NOTICE OF ITS RECEIPT, EITHER IN WRITING, BY TELEPHONE, OR PERSONALLY, TO EACH SUBCONTRACTOR, SUPPLIER, AND LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING UNDER SECTION 109 OR, IF A NOTICE OF FURNISHING IS EXCUSED UNDER SECTION 108 OR 108A, TO EACH SUBCONTRACTOR, SUPPLIER, AND LABORER NAMED IN THE SWORN STATEMENT. IF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO IS ENTITLED TO NOTICE OF RECEIPT OF THE SWORN STATEMENT MAKES A REQUEST, THE OWNER, LESSEE, OR DESIGNEE SHALL PROVIDE THE REQUESTER A COPY OF THE SWORN STATEMENT WITHIN 10 BUSINESS DAYS AFTER RECEIVING THE REQUEST.

  
 Signature of Deponent

**WARNING TO DEPONENT:** A PERSON, WHO GIVES A FALSE SWORN STATEMENT WITH THE INTENT TO DEFRAUD IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE CONSTRUCTION LIEN ACT, 1980 PA 497, MCL 570.1110.

Subscribed and sworn to before me on this 10th day of December, 2018

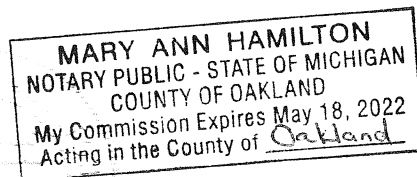
Mary Ann Hamilton  
 Notary Public Signature

Mary Ann Hamilton  
 Notary Public Name

Oakland County, State of Michigan

My commission expires 5-18-22

Acting in the County of Oakland, in the State of Michigan



17154

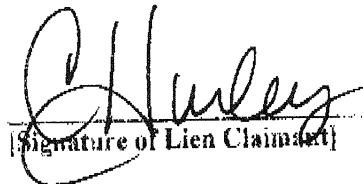
**FULL UNCONDITIONAL WAIVER OF LIEN**

My/our Contract with Goretski Construction Company, Inc. to provide saw-cutting for the improvement of the property described as:

Smithfield Rd Entrance Reconstruction J#0111-16-0071  
Farmington, Michigan

having been fully paid and satisfied, all my/our Construction Lien rights against such property are hereby waived and released.

Finishing Touch Photo & Video.

  
[Signature of Lien Claimant]

Address: 25095 25 Mile Road  
Chesterfield, MI 48051

Phone: 586-749-3340

Signed on 12/7/18

**DO NOT SIGN BLANK OR INCOMPLETE FORMS  
RETAIN A COPY**

Invoice 17154 - \$885.00 - Check #36026 dated 9/27/17  
Invoice 18201 - \$882.00 - Check #38566 dated 10/25/18

**FULL UNCONDITIONAL WAIVER OF LIEN**

My/our Contract with Goretski Construction Company, Inc.  
to provide Concrete for the improvement of the property described as:

Smithfield Road Entrance Reconstruction J#0111-16-0071  
Farmington, Michigan

having been fully paid and satisfied, all my/our Construction Lien rights  
against such property are hereby waived and released.

J & M Construction Corporation



[Signature of Lien Claimant]

Address:

P. O. Box 175  
New Hudson, MI 48165-0175  
Phone: 248-685-0757

Signed on 9-29-17

**DO NOT SIGN BLANK OR INCOMPLETE FORMS  
RETAIN A COPY**


FULL UNCONDITIONAL WAIVER OF LIEN

My Contract with Goretski Construction Company to provide Storm Sewer for the improvement of the property described as:

Smithfield Road Entrance Reconstruction  
OHM Job #0111-16-0071  
Farmington, Michigan

having been fully paid and satisfied, all my Construction Lien rights against such property are hereby waived and released.

Jeff Howe



[Signature of Lien Claimant]

Address:

3 N. Baldwin Rd  
Oxford, MI 48371

Phone: 248-789-5200

Signed on 8-17-17

FULL UNCONDITIONAL WAIVER OF LIEN

My/our Contract with Goretski Construction Company, Inc. to provide Concrete for the improvement of the property described as:

Smithfield Road Ent. Recon  
Farmington, Michigan

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Superior Materials LLC

Suzanne Barard  
[Signature of Lien Claimant] (Agent)

Address:

P. O. Box 2900  
Farmington Hills, MI 48333-2900  
Phone: 248-788-8000

Signed on 11-30-18

DO NOT SIGN BLANK OR INCOMPLETE FORMS  
RETAIN A COPY

**FULL UNCONDITIONAL WAIVER OF LIEN**

My/our Contract with Goretski Construction Company, Inc. to  
provide Trucking & Material for the improvement of the property described as:

Smithfield Road Entrance Reconstruction J#0111-16-0071  
Farmington, Michigan

having been fully paid and satisfied, all my/our Construction Lien rights against  
such property are hereby waived and released.

Calo & Sons Construction

  
[Signature of Lien Claimant]

Address:

P. O. Box 530563  
Livonia, Michigan 48153  
Phone: 248-486-9200

Signed on 12/11/18

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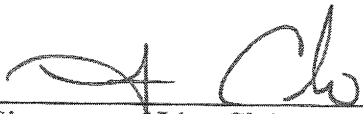
**FULL UNCONDITIONAL WAIVER OF LIEN**

My/our Contract with Goretski Construction Company, Inc. to provide Trucking & Material for the improvement of the property described as:

Smithfield Road Entrance Reconstruction J#0111-16-0071  
Farmington, Michigan

having been fully paid and satisfied, all my/our Construction Lien rights against such property are hereby waived and released.

Tia Marie Trucking Inc.

  
[Signature of Lien Claimant]

Address: P.O. Box 531474  
Livonia, MI 48153

Phone: 248-468-9201

Signed on 12/7/18

**DO NOT SIGN BLANK OR INCOMPLETE FORMS  
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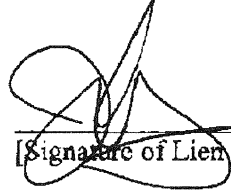
**FULL UNCONDITIONAL WAIVER OF LIEN**

My/our Contract with Goretski Construction Company, Inc. to provide saw-cutting for the improvement of the property described as:

Smithfield Road Entrance Reconstruction J#0111-16-0071  
Farmington, MI

having been fully paid and satisfied, all my/our Construction Lien rights against such property are hereby waived and released.

American Pavement Sawing, LLC

  
[Signature of Lien Claimant]

Address: 32840 Manor Park Dr.  
Garden City, MI 48135

Phone: 734-266-1770  
734-266-1774 (fax)  
734-320-5626 (Jon)

Signed on 11-1-18

DO NOT SIGN BLANK OR INCOMPLETE FORMS  
RETAIN A COPY



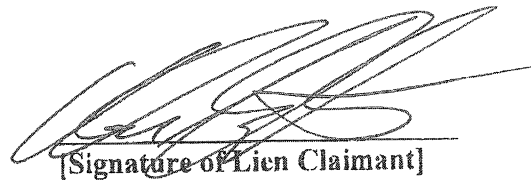
FULL UNCONDITIONAL WAIVER OF LIEN

My/our Contract with Goretski Construction Company, Inc. to provide Joint Widening / Sealing for the improvement of the property described as:

Smithfield Road Entrance Reconstruction J#0111-16-0071  
Farmington, Michigan

having been fully paid and satisfied, all my/our Construction Lien rights against such property are hereby waived and released.

Scodeller Construction, Inc.



[Signature of Lien Claimant]

Address:

51722 Grand River Avenue  
Wixom, MI 48393  
Phone: 248-374-1102

Signed on 12/10/2018

DO NOT SIGN BLANK OR INCOMPLETE FORMS  
RETAIN A COPY

**Farmington City Council  
Staff Report**

**Council Meeting  
Date: December 3, 2018**

**Item  
Number  
8H**

**Submitted by: Melissa Andrade**

**Agenda Topic:**

Consideration to allow private rentals of Riley Park Ice Rink

**Proposed Motion:**

Move to amend the City's Special Events Policy to allow private events at the Riley Park Ice Rink for a fee of \$125 an hour with a minimum usage of two hours. The rink can only be rented during off-peak times which are Monday through Wednesday and not during, or the night before the following school holidays: winter vacation, MLK Day, Presidents Day and mid-winter break.

**Background:**

A couple of organizations have contacted the city and asked to rent the ice rink for private parties. While this might be a great idea to help generate rink revenue and increase usage, our Riley Park rules state that all events at Riley Park must be open to the public.

If it is decided that we allow the rink to be rented, I recommend it be only during off-peak hours which are Monday through Wednesday. It should also be open to be public any time our schools has a day off, such as MLK Day.

**Materials:**