



**Regular City Council Meeting  
7:00 p.m., Monday, February 6, 2017  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335**

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## **REGULAR MEETING AGENDA**

- 1. Roll Call**
- 2. Approval of Agenda**
- 3. Public Comment**
- 4. Consideration to Approve Special Event Permit – Relay for Life**
- 5. Discuss proposed addition to parking ordinance:**
  - Moving vehicles in same lot for the purpose of extending parking time - Civil Infraction**
  - Removing or altering a parking enforcement officer's tire mark, Civil Infraction**
- 6. Water and Sewer Fee Schedule**
- 7. Other Business**
- 8. Council Comment**
- 9. Adjournment**

<b>Farmington City Council Agenda Item</b>	<b>Council Meeting Date: February 6, 2017</b>	<b>Item Number</b>  <p style="text-align: center; color: red;">4</p>	
<b>Submitted by:</b> Melissa Andrade, Executive Assistant			
<b>Agenda Topic</b> Special Event Request – American Cancer Society Relay for Life			
<b>Proposed Motion</b> Move to approve American Cancer Society Relay for Life special event request to begin Friday May 19, 2017 and conclude Sunday, May 21, 2017			
<b>Background</b> <p>The American Cancer Society petitioned the City of Farmington to hold a fundraising event in Shiawassee Park, beginning Friday, May 19, 2017 at noon and ending Sunday, May 21 at noon. The <i>Relay for Life</i> is the national signature event for the American Cancer Society and a number of events have been held in communities throughout Oakland County.</p> <p>They will utilize the entire park except the baseball fields. The event will include registration tents, a hospitality tent, and tents for the teams to rest or sleep. Banners and signs will be posted around and in Shiawassee Park. The organizers would also like to hang a banner and purple ribbons around Riley Park the week prior to the event.</p> <p>The participants will walk around the parameter as part of the fundraising activity. They anticipate over 500 participants. There will also be portable restrooms within the site. While the event would officially begin at 10:00 a.m. on Saturday morning the event organizers would need to begin mobilizing Friday, May 19 at noon.</p> <p>The 2017 event would be the 11th year at the Shiawassee Park location. In this time, event organizers and City staff have a good understanding of the operation needs that include: waste collection, restrooms, noise limitations, lighting, and proper supervision.</p>			
<b>Materials Attached</b> Event application			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>





CITY USE ONLY	
Approval Needed:	
<input type="checkbox"/> City Manager	
<input type="checkbox"/> City Council	
<input type="checkbox"/> Approved	
<input type="checkbox"/> Denied	

## City of Farmington Special Event Application

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

Sponsoring Organization's Name The American Cancer Society

Organization Phone: 248-703-7290

Organization Address 20450 Civic Center Drive, Southfield, MI 48076

Organization's Agent: Liz Evans Phone: 248-703-7290

Agent's Title: Community Manager E-mail: Elizabeth.Evans@cancer.org

Agent's Address: (Same as above)

Event Name: The Relay For Life of Farmington/Farmington Hills

Event Purpose: Raise money for ACS; Community Event

Event Dates: Friday, May 19 - Sunday, May 21

Event Times: 12:00 pm - 12:00 pm

Event Location: Shiawassee Park

Number of People Expected: 250

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

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

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

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

If yes, refer to Policy Section 13 for license and insurance requirements.

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

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

( ) I have invited local businesses to participate.

Those invited include:

\_\_\_\_\_

N/A

\_\_\_\_\_

\_\_\_\_\_

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

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

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6. **Other Requests:**

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

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

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

Banner Length

Width

Write copy of banner in the box.

Total Square Footage of the sign cannot exceed eight square feet

Width

Height

Write copy of sign in the box.

8. CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:
- a. For public events, a certificate of insurance must be provided which names the city of Farmington as an additional named insured party on the policy. (see Policy Section 10 for insurance requirements)
  - b. Event sponsors and participants will be required to sign Indemnification Agreement forms. (refer to Policy Section 12)
  - c. If the event includes solicitation by workers standing in street intersections, the required safety precautions will be maintained at all times in accordance with the Department of Public Safety. (see Policy Section 11)
  - d. All food vendors must be approved by the Oakland County Health Department, and each food and/or other vendor must provide the city with a certificate of insurance which names the city of Farmington as an additional named insured party on the policy. (see Policy Section 13)
  - e. The approval of this special event may include additional requirements and/or limitations based on the city's review of this application, in accordance with the city's special event policy. The event will be operated in conformance with the written confirmation of approval. (see Policy Sections 11 and 16)
  - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the city and will promptly pay any billing for city services which may be rendered, pursuant to Policy Sections 3 and 4.

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

1/26/17  
Date

Liz Evans  
Signature of Sponsoring Organization's Agent

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

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

Phone: 248-474-5500, ext. 2221





Farmington City Council Agenda Item	Council Meeting Date: February 6, 2017	Item Number  5
<p><b>Submitted by:</b> Frank Demers, Public Safety Director</p>		
<p><b>Agenda Topic</b> Discuss proposed addition to parking ordinance:</p> <ul style="list-style-type: none"> <li>• Moving vehicles in same lot for the purpose of extending parking time - Civil Infraction</li> <li>• Removing or altering a parking enforcement officer's tire mark, Civil Infraction</li> </ul>		
<p><b>Proposed Motion</b> Approve proposed addition to Chapter 31, Division 3 of the City of Farmington Code of Ordinances to include an ordinance prohibiting:</p> <ul style="list-style-type: none"> <li>• Moving vehicles in time limited lots for the purpose of extending parking time - Civil Infraction</li> <li>• Removing or altering a parking enforcement officer's tire mark, Civil Infraction</li> </ul>		
<p><b>Background</b> A recurring issue with the enforcement of the time limited parking order has been with individuals who move their vehicles from one space to another for the purpose of extending the time in which their vehicle can remain in the lot. This so called, "car shuffling" occurs in both the north and south lots.</p> <p>Another recurring issue has been with individuals who remove the parking enforcement officers "tire mark" for the purpose of extending the time in which the vehicle is parked in a time limited lot. This too has occurred in both the north and south lots.</p> <p>Currently, Chapter 31 - TRAFFIC AND MOTOR VEHICLES; DIVISION 3. - ADDITIONAL REGULATIONS does not contain any ordinances that prevent the above activities.</p> <p>At the January 18, 2017 Parking Advisory Committee Meeting, the committee approved a motion to recommend to City Council the addition of a local ordinance which would make it a civil infraction for those who engage in the above described activities in time limited parking spaces. City Administration supports this recommendation.</p>		
<p><b>Materials Attached</b> Section 31-70. – Time Limited Parking Zone: Violation as civil infraction</p> <p>In a time-limited parking zone, a person:</p> <ol style="list-style-type: none"> <li>(1) Shall not move said vehicle within said lot to a different space, or the same parking space, for the purpose of extending the parking time of said vehicle beyond the legal parking time for said lot, which has been established for said parking lot by the sign or signage limiting the time in said lot.</li> <li>(2) Shall not intentionally remove, cover, alter or cause to be removed, covered or altered an ordinance officer or public safety official's "time mark" from the tire of a parked vehicle with the purpose of extending the parking time of said vehicle beyond the legal parking time for said lot, or otherwise shall not do so for the purpose of deceiving the ordinance officer or public safety official's monitoring the time which said vehicle has been parked within the lot.. Violation of the provisions of this subsection shall be a civil infraction in addition to any other violation of this section for parking over the posted time limit, whereby a separate citation shall be issued for violation of this subsection.</li> </ol>		
<p><b>Agenda Review</b></p>		
Department Head	Finance/Treasurer	City Attorney
		City Manager



<b>Farmington City Council Agenda Item</b>	<b>Council Meeting Date: February 6, 2017</b>	<b>Item Number</b>  <b>6</b>	
<b>Submitted by:</b> Kevin Christiansen, Economic & Community Development Director			
<b><u>Agenda Topic</u></b> Water and Sewer Fee Schedule			
<b><u>Proposed Motion</u></b> Review and Discussion			
<b><u>Background</u></b> This item is a continuation of the review of water and sewer connection fees (residential and non-residential) for the City of Farmington and surrounding area communities. It was briefly reviewed at the December 19, 2016 City Council meeting (see attached copy of minutes). Attached is a spreadsheet identifying current fees by municipality. Farmington's current residential water and sewer connection fees are \$300 and \$400 per unit, respectively. Non-residential water and sewer connection fees vary and are based upon a unit consumption factor by Oakland County times the City's residential rates. Water and sewer connection rates of surrounding area communities vary as shown on the attached spreadsheet.  The purpose of this item is to review current water and sewer connection fees, and to discuss whether the City of Farmington should update its current rates.  Attachments			
<b><u>Materials Attached</u></b> December 19, 2016 City Council Meeting Minutes City of Farmington Current Water and Sewer Connection Fees Spreadsheet of Surrounding Area Communities Water and Sewer Connection Fees			
<b>Agenda Review</b>			
<b>Department Head</b>	<b>Finance/Treasurer</b>	<b>City Attorney</b>	<b>City Manager</b>

Scott is interested in finding out what individual businesses pay in the cities cited earlier.

Bowman wanted to know the top three items on which the business owners would spend the PSD funds.

Knowles responded that the top answers were parking lot maintenance and landscaping, public utilities, and seasonal decorations.

Responding to a question by Bowman, Knowles stated that an assessment increase is possible to support additional projects.

Galvin wants to be cautious about language that addresses a 2 mill levy. He would like to clarify that it is not a tax increase for businesses.

Knowles discussed how it would be structured so there is no increase to businesses. Commercial properties will actually see a slight decrease in year one.

Galvin would like to see the Briefer sent out to residential properties.

Knowles detailed the next steps again.



## **B. Review of Water and Sewer Connection Fees**

Christiansen reviewed water and sewer connection fees comparisons with other cities. The City's fees have not changed in many years and possibly need to be adjusted.

## **C. Review and Consideration of Farmington Downtown Area Plan 2015 Amendment - Development Area E, East Grand River Area Plan**

Christiansen reviewed the amendment to Downtown Area Plan- Area E.

### **Move to accept the amendment to the Downtown Area Plan 2015 – incorporating Development Area E, East Grand River Area Plan.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Scott, Councilmember
<b>SECONDER:</b>	Greg Cowley, Councilmember
<b>AYES:</b>	Sara Bowman, Greg Cowley, William Galvin, Jeff Scott
<b>ABSENT:</b>	Steve Schneemann

## **5. OTHER BUSINESS**

No other business was heard.

CHAPTER 11

WATER AND SEWER RATES, FEES AND CHARGES

SECTION 1 – FARMINGTON METERED USERS

Water Consumption Charge	\$ 5.16 per 1,000 gallons of water used
GLWA Fixed Water Charge	\$30.24 per premise served, quarterly
Sewer Commodity Charge	\$6.55 per 1,000 gallons of water used
GLWA Fixed Sewer Charge	\$35.74 per premise served, quarterly

SECTION 2 – WHOLESALE AND OUTSIDE CUSTOMER WATER RATES

Farmington System to Other Systems	\$18.67 per thousand cubic feet
Farmington to Outside Customers	\$ 5.16 per 1,000 gallons of water used plus \$30.24 per premise served, quarterly
Farmington Evergreen System to Other system	\$19.10 per thousand cubic feet

SECTION 3 – WHOLESALE AND OUTSIDE CUSTOMER SEWER RATES

Farmington District to Other systems (wholesale)	\$57.55 per thousand cubic feet
Farmington Evergreen System to Other system (wholesale)	\$21.59 per thousand cubic feet
Farmington Evergreen District to Outside Customer	\$ 6.55 per 1,000 gallons of water used plus \$35.74 per premise served, quarterly

Note: The \$30.24 GLWA Fixed Water Charge and \$35.74 GLWA Fixed Sewer Charge will be assessed quarterly unless the account is closed and/or the meter removed.

SECTION 4 – CONNECTION FEES

Residential Water	\$300.00
Residential Sewer	\$400.00
Non-residential Water	Based on unit factor water consumption schedule published by Oakland County times the residential rate.
Water	Based on unit factor water consumption schedule published by Oakland County times the residential rate.

Effective 7/01/16  
Amended 6/20/16

Water/Sewer Tap Fees Comparison

Municipality	Water		Sewer		
Lathrup Village	3/4"	\$1,100	\$1,250 plus ROW permit/fee		
	1"	\$1,200			
	1 1/2"	\$1,300			
	2"	\$1,500			
Huntington Woods	Existing Residential	1"	\$1,250	4"	\$1,325
		1 1/2"	\$1,250	6"	\$1,375
		2"	\$1,250	plus ROW permit/fee	
	Existing Commercial	1 1/2"	\$1,500		
		2"	\$1,500		
		3"	\$1,500		
		4"	\$1,500		
		6"	\$1,500	6"	\$1,475
				8"	\$1,575
Berkley	1"	\$1,000 + \$40 water service	4" - 12"	\$40	
	1 1/2"	\$1,300 + \$50 water service	14"	\$45	
	2"	\$1,500 + \$60 water service	16"	\$50 plus \$1500 bond	
	3"	\$1,700 + \$90 water service	18"	\$55	
	4"	\$1,900 + \$100 water service	20"	\$60	
			20+"	\$65	
Oak Park	1" minimum	\$500	LEFT MESSAGE FOR JENNIFER WILSON 11/18/16 AND TRIED AGAIN 11/21/16; STILL WAITING FOR RETURN CALL		
	\$500 per inch diameter + \$100 installation fee + meter (market value) + construction water (\$48 residential/ \$95 commercial)				
Hamtramack	Residential	1"	\$3,250	\$3,900	\$4,000 Wastewater/Sewer Tap
		1 1/2"	\$3,350		
	Commercial	1"	\$4,000	\$4,050	\$4,050 Wastewater/Sewer Tap
		1 1/2"	\$4,100		

Attachment: Water Sewer Tap Fees Comparison (2328 : Review of Water and Sewer Connection Fees)

Water/Sewer Tap Fees Comparison

Municipality	Water		Sewer	
	2"	\$5,000		
	4"	\$5,200		
	6"	\$5,750		
	8"	\$6,050		
<b>Ferndale</b>	3/4"	\$1,800 + \$50 water service	6"	\$50
	1"	\$1,850 + \$55 water service	8"	\$55
	1 1/2"	\$2,050 + \$60 water service	10"	\$60
	2"	\$2,250 + \$65 water service	12"	\$65 plus \$2035 street cut + 10%
			15"	\$75
			18"	\$85
			18+"	\$115
<b>Clawson</b>	1"	\$1,500		\$ 100 plus ROW permit
	1 1/2"	\$1,750		
	2"	\$2,100		
<b>Birmingham</b>	\$600 Trench Maintenance + \$400 Water Service Inspection + Meter and Trip (\$657 for 1" or \$1850 for 1 1/2") + Construction Water (\$50 for 1", \$70 for 1 1/2", \$95 for 2", \$120 for 3", \$190 for 4", \$330 for 6", and \$465 for 8") + \$100 Stop Box Fee + \$400 Stop Box Deposit + \$1000 Cash Bond + Water Service (\$65 for 1", 1 1/2", & 2" and \$125 for 2+")		\$600 Trench Maintenance + \$400 Sewer Service Inspection + \$1,000 Cash Bond + Sewer (\$50 for 6", \$60 for 8", \$75 for 10", \$100 for 12", \$100 for 12+")	
<b>Royal Oak</b>	TRIED TO GET INFORMATION; NO RESPONSE		TRIED TO GET INFORMATION; NO RESPONSE	
<b>Novi</b>	\$1,850 base fee + water service and meter (see below)		\$2,720 Residential	
	1"	\$1,340 to \$1,865*	\$2,720 per REU for Commercial	

Attachment: Water Sewer Tap Fees Comparison (2328 : Review of Water and Sewer Connection Fees)

Water/Sewer Tap Fees Comparison

Municipality	Water	Sewer
	1.5" \$1,865 to \$2,865*	
	2" \$2,520 to \$3,580*	
	*dependent on service line length and meter size	
Farmington Hills	1" \$1,560 to \$1,670*	\$1,500 per REU + ARM charge dependent on district; can range from \$0 to \$1,400
	1 1/2" \$1,950 to \$2,275**	
	2" \$2,330 to \$2,710**	
	*dependent on pipe material and whether existing or new	
	**dependent on pipe material, whether existing or new, and meter size	
Livonia	3/4" \$1,263	\$1,500 for Residential \$750 for Developer
	1" \$1,306	
	1 1/2" -	
	2" \$2,998	
	Cost includes Tap, Meter, MXU, and Construction Water	