

FARMINGTON CITY COUNCIL  
SPECIAL MEETING MINUTES  
FEBRUARY 7, 2011

A special meeting of the Farmington City Council was held on Monday, February 7, 2011, in Council Chambers, 23600 Liberty Street, Farmington, Michigan. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:04 p.m. by Mayor Buck.

**PRESENT:** Buck, Knol, McShane, Wiggins, Wright.

**ABSENT:** None.

**CITY ADMINISTRATION:** City Manager Pastue, City Clerk Halberstadt.

**APPROVAL OF AGENDA**

**02-11-017** MOTION BY McShane, seconded by Knol, to approve the agenda as presented. MOTION CARRIED UNANIMOUSLY.

**MICHIGAN ECONOMIC DEVELOPMENT CORPORATION**

Present: Joe Martin, Michigan Economic Development Corporation (MEDC)

Joe Martin gave an overview of the MEDC and his participation in the Community Assistance Team (CAT). He discussed elements of the CDBG (Community Development Block Grant Program) and the criteria involved and the focus on downtown redevelopment. He further explained the purpose of CAT and how they serve communities.

Martin advised that in order to qualify for grant money a community must meet one of the three national objectives established by the CDBG: 1) prevention or elimination of blight and slums; 2) benefit persons of low and moderate income or 3) activities designed to meet other community development needs having a particular urgency due to existing conditions posing a serious and immediate threat to the health and welfare of the community.

Martin stated the MEDC primarily focuses on projects that benefit persons of low and moderate income by producing jobs for those individuals. He advised the CAT team focuses on downtown redevelopment.

Martin further discussed how the MEDC has benefited communities citing examples of how it has been used. Discussion was held concerning the Façade Improvement Program and its availability to the buildings in the downtown and requirements for same. He advised City owned buildings are not eligible, but

COUNCIL PROCEEDINGS -2-  
February 7, 2011

nonprofits are. He stated the grant maximum is up to \$400,000 for the Façade program. He noted eligibility is based on population of low/moderate income or creation of jobs for low/moderate population. He advised there is a rolling deadline for the program.

Martin advised a Signature Building Project is way to bring down the cost of a building and fill a gap in the developer's sources and uses. The grant could provide 75% of the building cost with a local match of 25%. In addition to the match requirement, the developer needs to invest at a 1 to1 ratio back into the building. He noted they do not participate in speculative development. Further discussion was held concerning meaning of Signature Building, being a redevelopment that would spur other redevelopment.

Martin described the Downtown Infrastructure Program and outlined its provisions. He cited Brighton as an example of a successful utilization of this program.

He explained the Planning Grant Program which is a 50/50 match and can be used for such activities as feasibility studies, market studies for project specific properties, etc. He cited the Village of Holly as using this for their current village hall. The goal of grant is to lead to job creation.

Pastue explained Farmington receives \$28,000 in CDBG funds from Oakland County which are allocated to Senior Services. He stated the City would have to forego these funds if it opted for the State CDBG Program. However, he recognized the great potential of the State program with the right project such as a downtown infrastructure project. He noted the contract with Oakland County runs to 9/30/11.

Discussion was held concerning grants and the Village of Holly's experience with MEDC and whether the current economic climate has affected funding of grants.

Martin reiterated his role is to provide information so that communities can make an informed decision. He recommended a serious cost/benefit analysis should be done.

Pastue indicated this matter can be discussed during budget process. He advised this may be an opportunity to address infrastructure problems, primarily parking.

**BUSINESS ITEMS**

**CONSIDERATION TO ACCEPT PROFESSIONAL SERVICES PROPOSAL  
WITH PFM GROUP TO SERVE AS THE FINANCIAL ADVISOR FOR THE 2011  
CAPITAL IMPROVEMENTS BOND ISSUE**

COUNCIL PROCEEDINGS -3-  
February 7, 2011

Wright inquired if *The PFM Group* pricing is competitive. Pastue responded that based on past experience their pricing has been competitive.

McShane asked about difference in pricing between the groups in the two proposals and Pastue explained the work involved. Discussion was held concerning pricing and competitive bids.

**RESOLUTION 02-11-018** Motion by Knol, seconded by McShane, to accept a professional services agreement with The PFM Group to serve as City's financial advisor for the 2011 Capital Improvements Bond Issue. [SEE ATTACHED AGREEMENT].

**ROLL CALL**

Ayes: Knol, McShane, Wiggins, Wright, Buck.

Nays: None.

Absent: None.

Motion carries unanimously.

**CONSIDERATION TO ACCEPT PROFESSIONAL SERVICES PROPOSAL WITH MILLER, CANFIELD, PADDOCK AND STONE TO SERVE AS BOND COUNSEL FOR THE 2011 CAPITAL IMPROVEMENTS BOND ISSUE**

**RESOLUTION 02-11-019** Motion by McShane, seconded by Wiggins, to accept a professional services proposal from Miller, Canfield, Paddock and Stone to serve as Bond Counsel on the 2011 Capital Improvements Bond Issue. [SEE ATTACHED AGREEMENT].

**ROLL CALL**

Ayes: McShane, Wiggins, Wright, Buck, Knol.

Nays: None.

Absent: None.

Motion carries unanimously.

**CONSIDERATION OF RESOLUTION APPOINTING MEMBERS TO THE FIRE BOARD OF APPEALS**

Pastue advised in 2007 the Farmington City Council adopted the International Fire Code, 2006 edition. He stated as part of the code, it is necessary to appoint members to the Fire Board of Appeals. He advised the Code defines the qualifications of board members which include: design professional, general contractor, fire protection engineer professional, industrial safety professional, and general industry or business representative. He stated the candidates for the board include: Steve Schneeman, William Shepherd, Mark Gomez, Joe Dompierre and Mary Engelman.

COUNCIL PROCEEDINGS -4-  
February 7, 2011

Responding to a question from Buck, Pastue stated the board is responsible for interpretation of the Code itself. He noted residency is not required to serve on board. Buck commended Pastue for finding such qualified candidates.

**02-11-020** MOTION BY Knol, seconded by Wright, to appoint five members to the Fire Board of Appeals, representing various professional and business interests. MOTION CARRIED UNANIMOUSLY.

**FOLLOW-UP ON RECOMMENDATION SUBMITTED BY CIVIC THEATRE  
ADVISORY COMMITTEE**

Present: Scott Freeman, Civic Theater General Manager; Brian Kantz, Civic Theater Committee Chair

Pastue gave a status update on recommendations contained in the Civic Theater Ad Hoc Committee's report dated November 10, 2010.

Freeman reviewed security checklists and advertising efforts achieved thus far.

Pastue stated they are addressing concession inventory and computerization of operations.

Freeman stated modifications to the phone system will include internet and allow credit card usage.

Freeman detailed marketing, advertising and promotion of the Civic. He is making an effort to attract and establish ongoing relationships with community groups. He discussed information provided on the theater's website [www.theFCT.com](http://www.theFCT.com) including links to online show times and Facebook.

Freeman continues to research the effectiveness of advertising show times in newspapers. He noted the Theater Marque will be modified to accommodate four lines of 4-inch letters in order to provide more information to passersby. He advised sponsorship opportunities will be addressed down the line.

Pastue reviewed theater staffing including Freeman as first on-site manager. He advised temporary Operations Manager, Kevin Carron, has submitted his resignation. He noted admission and concession pricing has been addressed.

Freeman indicated MGR, booking agent for the theater, provides suggestions for movie selection. He discussed the logic involved in making movie choices.

The live event aspect of the Civic was discussed and performance of Annie, Jr. was cited as being a win/win for theater. Further discussion was held on the live event aspect of theater.

Knol was glad to hear about the change in the Marque lettering. She has heard

COUNCIL PROCEEDINGS -5-  
February 7, 2011

feedback that the theater is much cleaner.

McShane inquired about the possibility of establishing the theater as a non-profit entity. Kantz responded the non-profit approach is a long term solution. She commended Freeman on the significant progress made at the theater in such a short time.

Wiggins suggested the City recognize Kevin Carron's efforts and contribution to the theater. He also inquired regarding an increase in child ticket prices and participation of adult versus children in terms of attendance.

Wright queried as to accountability and tracking of numbers being better and results of controlling same. Pastue responded that a marketing budget will be established. Further discussion was held regarding marketing tools.

Wright stated that non-profit is critical to stability of theater and cited the importance of community support.

Mayor Buck recognized the outstanding work of the committee and Pastue stated there would be a resolution at next meeting to disband same.

**OTHER BUSINESS**

No other business was heard.

**PUBLIC COMMENT**

Anabelle Gabel, 23089 Violet Street, indicated that Dagwood's Deli offers a \$1.00 off coupon for the theater.

**COUNCIL COMMENT**

Wiggins stated the new fire truck acquired through grant funds is very impressive. Pastue said a christening will be set for same.

Wright asked about the City performing fire inspection audits and whether such a program would have uncovered the issue with the theater. Pastue responded there is currently no formalized program of inspections.

Wright expressed the need to understand the implications of opting out of Oakland County CDBG and gain a better feel for the proper timing of obtaining a grant and opting out.

Mayor Buck noted he recently attended a Farmington/Farmington Hills Foundation for Youth and Families gala along with Councilmembers Knol and McShane. He stated this fabulous and worthwhile event raised \$58,000.

COUNCIL PROCEEDINGS -6-  
February 7, 2011

Buck commended reporters on the great job they are doing in covering community events.

Mayor Buck asked about openings on the Emergency Preparedness Committee. Pastue responded Ken Murray is the Farmington representative on that committee.

**ADJOURNMENT**

**02-11-021** MOTION BY McShane, seconded by Wiggins, to adjourn the meeting. MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at 9:15 p.m.

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J.T. (Tom) Buck, Mayor

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Susan K. Halberstadt, City Clerk

APPROVED: March 21, 2011