



**Special Study Session City Council Meeting
7:00 PM, MONDAY, DECEMBER 3, 2012
Conference Room A
Farmington City Hall
23600 Liberty St
Farmington, MI 48335**

SPECIAL STUDY SESSION MEETING AGENDA

1. ROLL CALL

Roll Call

2. APPROVAL OF AGENDA

3. REVIEW OF OHM PROPOSAL - FARMINGTON VISION PLAN

A. Review of OHM Proposal - Farmington Vision Plan

4. CONSIDERATION OF RESOLUTION #2, GROVE STREET IMPROVEMENT SPECIAL ASSESSMENT

A. Consideration to Approve Resolution #2, Grove Street Improvement Special Assessment District

5. CONSIDERATION TO APPROVE CONSTRUCTION ESTIMATE #1 FOR DRAKESHIRE CENTER PROJECT

A. Consideration to Approve Construction #1 for Drakeshire Center Improvements Project and Change Order #1

6. REVIEW OF BOARD AND COMMITTEE VACANCIES

1. Review of Board and Committee Vacancies

7. CLOSED SESSION - LAND ACQUISITION

8. CLOSED SESSION - LABOR NEGOTIATION UPDATE

9. OTHER BUSINESS

10. PUBLIC COMMENT

11. COUNCIL COMMENT

12. ADJOURNMENT

**Farmington City Council
Staff Report**

Council Meeting Date:
December 3, 2012

**Reference
Number
(ID # 1116)**

Submitted by: Vincent Pastue, City Manager

Description: Review of OHM Proposal - Farmington Vision Plan

Requested Action:

Background:

The Fiscal Year 2012-13 Budget contains \$25,000 for a community visioning program. As stated in the budget, it has been fourteen years since the City held a community visioning program. The world is much different today than in 1998. Farmington is much more ethnically and racially diverse, the regional auto reliant economy is much different than 1998, and there seems to be a broader social movement toward more pedestrian oriented amenities which positions Farmington favorably. The process also provides an opportunity to discuss the relationship between service and infrastructure needs and expectations with the necessary financial resources.

Enclosed is a proposal from Orchard Hiltz and McCliment (OHM) to facilitate the City Visioning process. Jim Houk will be at the meeting to discuss the proposal with the City Council.

City Administration is recommending OHM for several reasons. First, OHM has been the City's engineers for the past 50 years; they have a good understanding of the community and our infrastructure. Second, Jim Houk's firm, Bird Houk, out of Columbus, Ohio recently merged with OHM. That firm provided community planning with a focus on economic and community redevelopment. I feel this background and experience is a good fit given Farmington's place in time. Third, they are partnering with Project Innovations based in Farmington Hills. Charlie Fleetham is the owner and was involved in facilitating the City's community budget meetings in 2010. I felt he did an excellent job in making sure all voices were heard in an orderly manner and that City responses were targeted to the questions. Project Innovations and OHM have worked together on other projects in the past. Fourth, the proposal incorporates a review by LSL Planning that would reconcile the outcomes of the visioning process with existing City plans and zoning code. This is a necessary step as recommendation tasks are established at the conclusion of the process. Finally, OHM is currently conducting the Grand River Corridor Visioning process and I feel we can leverage some of their insights gained during this project to help keep expenses down.

The proposal is \$29,500 which is slightly over the \$25,000 budget amount. Given the scope of the work contained in the proposal, I feel it is reasonable. If we were to solicit bids, we very likely would incur higher costs for the same scope of work or receive a proposal that involves less research and less public meetings.

The intent is to review and discuss the proposal at the December 3 study session and present it to the City Council for approval at the December 17 regular meeting. The process would start after the first of the year and conclude by early summer.

Agenda Review

Review:

Vincent Pastue Pending
City Manager Pending
City Council Pending

Farmington Vision Plan

Creating A Blueprint For Farmington's Future



DRAFT



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Advancing CommunitiesSM

**PROJECT
INNOVATIONS**
INCORPORATED

A Management Consulting Firm
for Business and Government



LSL Planning, Inc.

Community Planning Consultants

Attachment: OHM - Farmington Vision Plan (1116 : Review of OHM Proposal - Farmington Vision Plan)



November 12, 2012

Vince Pastue
 City Manager
 The City of Farmington
 23600 Liberty Street
 Farmington, MI 48335

Mr. Pastue,

It is with great excitement that we submit our proposal to the City of Farmington to create a vision plan for the City. Per our previous meeting with you, Tom Buck and Charlie Fleetham, we are proposing a refined approach that streamlines the visioning process, and gives emphasis to public involvement, maintaining momentum to complete the project in an efficient manner. It also includes strategic integration of elected and appointed officials throughout the process to ensure they stay informed and support the development of the Vision Plan at key stages. We have also broken out some additional services in the proposal. These work elements would typically be included in our vision plans but we have pulled them out to streamline the process and meet your proposed budget, and condensed schedule.

As discussed, OHM will be the lead consultant and develop the Vision Plan, Charlie Fleetham of Project Innovations will support OHM by co-leading the public input process. LSL had been added to the team to help link the vision to the the existing comprehensive plan and zoning codes. They will help identify how the Vision Plan and City's codes and plans are in alignment, or conflict, and what recommendations if any are needed to ensure these documents support and advance the future vision. Given our working relationship on the Grand River Corridor plan and LSL's history with Farmington, they will be an asset to the process and City. All three firms have a long history with the City and bring unique skill sets to the process. Together, we believe we offer the City an experienced and highly qualified team.

Collectively our goal is to create an effective Vision Plan that will set the direction for growth, development, and reinvestment in the community over the next 20 years. A vision that is focused on building a creative environment that further establishes a sense of belonging, interconnection, and sets an expectation for future development within the Farmington community.

Sincerely,

James M. Houk, ASLA, AICP
 Vice President, Planning, Design, and Development

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Attachment: OHM - Farmington Vision Plan (1116 : Review of OHM Proposal - Farmington Vision Plan)



1. Farmington Visioning Approach

Visioning Approach

Assumptions

The following assumptions have been made in preparing the proposed approach. These assumptions not only impact the approach, but also the time line and potential cost.

Refinement: It is fully expected that the final approach will be a product of deliberate collaboration with the client. This will ensure the most responsive and appropriate services are provided. The final approach will be refined during Phase I in the proposed approach.

Guidance: For this project **it is anticipated the planning process will be directed by a client group or Task Force.** The Task Force refers to an appointed committee or group of staff that will be in charge of managing the project on behalf of the city. It is preferable this group have an appointed chair to serve as the main point of contact during the planning process. The consultant team anticipates monthly meetings with the Task Force. During periods of intense activity, there may be two meetings in a month.

Flexibility: With a refined approach the process will be initiated with a clear process defined. However, the consultant team understands the need for some measure of flexibility.

Study Area: The project study area is the city limits but will include and consider outside influences such as regional plans and community perspectives.

Existing Information: The approach is based on utilizing as much available information as possible in order to preserve resources for new investigation and facilitation of public meetings.

Appointed Officials: City staff and local elected and appointed officials will be engaged at key times in the process. The schedule indicates a minimum of one time (excluding appointed Task Force members) the elected officials will be formally engaged. This does not include final adoption.

Stakeholders: A group of local stakeholders will be identified to help inform the development of the visioning process, including working closely with the consultant on issues and opportunities in the City.

Methodology

The OHM team will organize the visioning and planning process in five phases:

1. Preparation;
2. Understanding the Context;
3. Conducting the Vision;
4. Illustrating the Vision; and
5. Finalizing the Vision and Setting Up Implementation

These five phases are described below in detail.

Phase 1: Preparing For the Vision

Preparing for the Vision addresses tasks of governance, awareness building, outreach, and logistics. These tasks are accomplished through the creation of citizen-driven action committees linked to a project Task force. The early involvement of the public in preparing for the vision as well as in conducting it engenders goodwill and makes those involved positive ambassadors for the process. In addition, OHM has found that local ownership of the process is key to obtaining ownership of the outcomes.

Task 1.1 Public Engagement Strategy

This proposal provides a framework that is a result of OHM's experience in other communities and our initial understanding of the community's needs. This task includes working with the Task Force to prepare a specific strategy for engaging the wide interests and diverse population in the planning area.

Task 1.2 Project Kick-Off – Task force Meeting #1

The OHM team will begin the project by facilitating a kick-off meeting to finalize the project work plan and project schedule. The kick-off meeting will serve as a way to make sure all the participants in the planning process understand the schedule, expectations and products that will be prepared for each task. The consultant team will also lead an open and transparent discussion with the Task Force that focuses on what everyone hopes to see as the end result and products of the process. The planned outcome of the discussion will be a set of project goals that the consultant team and the Task Force will consider throughout the planning process.

Part of the kick-off meeting will be devoted to the finalization of the community participation approach for the Vision Plan. This approach will identify key points in

Visioning Approach

the planning process when the public will be provided an opportunity to identify issues which concern them early in the process, and comment on various aspects of the draft Vision Plan. Note, community involvement is proposed as part of this approach. However, we have found that each community is unique and responds differently to specific outreach efforts. As part of this task the consultant team will work with the Task Force to verify or the refine the community outreach process.

Task 1.3 Elected Officials Meeting 1

During this preparation phase—and prior to the kick-off of the public engagement— OHM and Task Force members will meet with elected and appointed officials to share why a vision plan, the approach to the public outreach, the project time line, and review the goals for creating the Vision Plan for the City.

Phase 1 Products:

- Technical memorandum(s) summarizing the following:
- Kick-off Meeting Goals & Objectives
- Final Public Participation Strategy
- Final Project Schedule

Phase 1 Meetings:

- Kickoff Meeting - Task Force Meeting #1
- Elected Officials Meeting 1

Note: At the completion of Phase 1, OHM and the Task Force will re-evaluate this Scope of Services in reference to the community involvement approach. If necessary, revisions to the Scope of Services will be approved by the OHM team and the Task Force.

Phase 2: Understanding the Context

For the planning area—City of Farmington—understanding the context is a critical step to meeting the vision's objective of a creating a vision that is rooted in both possibilities and realities.

2.1 Data/Information Collection

The staff will provide OHM with all known, available and relevant data for the community. OHM will conduct a work session with the client to gain insight on the value of these resources relative to both raw data and policies/ recommendations.

2.2 Conditions and Trends

To understand conditions and trends of the planning area OHM will prepare a Conditions and Trends report structured according to three key themes:

- People (population, housing, and other socio-economic characteristics);
- Place (land use, infrastructure, natural environment, community appearance, etc.); and
- Prosperity (jobs, housing, and economic development issues).

The report will draw upon existing studies, plans, and reference materials in the community. It will contain a narrative, graphs, charts, maps, and photographs, as available.

Task 2.3 Task force Meeting #2

During this meeting, the consultant team will meet with the Task Force to present the information developed through the previous tasks. The consultant team will then work through a series of questions with the Task Force to consider the vision of the community. The outcome of this exercise will be combined with the results of Generative Meetings in Phase 3.

The consultant team will also work with the Task Force to identify potential stakeholders for the Small Idea Gathering Meetings in Phase 3.

Phase 2 Products:

- Data / Information Assessment
- Conditions and Trends Assessment
- Task Force visioning results
- Stakeholder list

Phase 2 Meetings:

- Task Force Meeting #2

Phase 3: Conducting the Vision

OHM proposes several types of meetings to conduct the vision and include “extensive and sustained public involvement.” The proposed meetings are grouped into three categories: Generative Meetings, Analytical Meetings, and Deliberative Meetings. All proposed meetings are sequential and are linked with one another. Each type of meeting sets the stage and creates content for the next. This section of the proposal describes the proposed meeting

Visioning Approach

structure and outcomes.

3.1 Generative Meetings

Generative meetings are highly interactive brainstorming meetings designed to obtain ideas from a broad range of citizens. They create a large foundation of ideas on which all other steps of the vision are created.

3.1.2 Idea Gathering Meetings

OHM recommends a number of idea gathering meetings to take place throughout the community in a variety of convenient locations. In this type of meeting, participants are divided into small groups and guided by trained facilitators. OHM will work with the Task Force to design the meetings. OHM will also train facilitators. In order to achieve a wide array of participation, OHM recommends three different scales of idea gathering meetings:

- **Big Idea Gathering Meetings** – OHM recommends one to two Big Meetings targeted to different geographic areas of the planning area. These meetings are designed to encourage dialogue among diverse participants in a safe, facilitated small group format.
- **Small Idea Gathering Meetings** – In addition to the Big Meetings, OHM recommends organizing a number of Small Meetings conducted to engage populations that are difficult to attract. The decision on these meetings can be made immediately after review of the exit questionnaires from the Big Idea Meetings.
- **Community Survey** - OHM will conduct a community survey to gain additional perspective from the public. The survey will be a virtual version of the Big and Small Idea Gathering Meetings. The results of the survey will be compiled with the results from the other public meetings.

All ideas gathered during the Idea Gathering Meetings will be encoded in a database, ensuring that no idea is lost. This database of ideas will be made available on the project website. Throughout the remainder of the process, participants will reference this full list of ideas, as it provides a solid foundation upon which the vision's goals and strategies can be built.

3.2 Analytical Meetings

The purpose of the analytic meetings is to translate the results of the generative meetings into goals and realistic strategies to implement those goals.

3.2.1 Values and Goals Meetings - Taskforce Meeting 3

OHM will meet with the Task Force to translate ideas from the previous phase into values and goals statements. OHM has developed a proprietary technique to enable the public to review the results of the categorized results of the generative meetings and to develop goal statements that describe in simple terms the desired outcome in each category. Once the goal for each topic is identified, participants make preliminary suggestions on strategies for implementing the goal. OHM will also work with the Task Force to derive the essential value statements from the desires expressed in the public input and the goals.

3.2.2 Elected Officials Meeting 2

OHM and Task Force members will meet with elected officials to share the recommended goals, value statements. OHM will record feedback from the elected officials and make any changes necessary before moving forward in the planning process.

3.3 Deliberative Meetings

Deliberative meetings bring results back to the public for deliberation and prioritization.

3.3.1 The Vision Open House

In a vision, the outcomes need to be ratified by the community to lend final credibility to its outcomes. To accomplish that, the vision statement, all the goals, value statements, and strategies of the vision (up to now developed by small groups) need to be presented in their entirety to the community at large. The outcomes of the Vision Open House includes a final set of comments on the vision, an indication of what the community sees as the vision priorities, and the beginning of implementation. The Open House is often a celebratory meeting to cap the public involvement for the vision and planning process.

Deliverables:

- Visioning Summary Memorandum
- Value Statements, Goals and Development Principles

Meetings:

- Big and Small Idea Gathering Meetings
- Task Force Meeting 3
- Elected Officials Meeting 2
- Public Open House

Visioning Approach

Phase 4: Illustrating the Vision

Based upon the development program created in Task 3.6 the consultant team will begin developing a series of maps and images that communicate the vision graphically.

Task 4.1 Vision Concepts

The consultant team will create a series of maps, plans, and/or illustrations and renderings using various graphic design techniques to translate the vision into a graphic form. The foundation of these graphics will be based on the vision and consultant team's knowledge of elements that are critical to guiding the development of the city. The development of the graphics is intended to inform and guide and inform future planning in the city. They will also begin to communicate what the community aspires to be, and what the desired image/identity is which is birthed out of the vision. OHM will also utilize existing graphics that have been prepared for the City, and amend or integrate as may be appropriate (e.g. 3-D model of downtown).

Phase 4 Products:

- Vision Graphics

Phase 4 Meetings:

- Meetings with the client as necessary to review graphics

Phase 5: Finalizing The Vision And Setting Up Implementation

At the completion of Phase 4 OHM will work with the Task Force to finalize the vision and prepare for implementation.

Task 5.1 Vision Report – Taskforce Meeting #5

The consultant team will develop a final report and present it to the Task Force. The report will include the process methodology, key findings from the existing conditions and public outreach, vision components, supporting graphics, and specific strategic recommendations to implement the vision. It will clearly document the work effort and include information on techniques used to reach consensus.

Task 5.2 Implementation Plan

The consultant team recommends that implementation steps be taken immediately following the release of the report in order to benefit from the momentum and good will created by the vision process. The consultant team

will advise the Task Force on how to proceed, including an Accountability Plan/Matrix. The Accountability plan will also prioritize implementation steps and provide preliminary budgets for recommended improvements.

A specific component of the implementation plan will include an audit of the City's existing plans and code. The planning team will evaluate these documents to identify compatibility and conflict with the Vision Plan, and make recommendations for how to ensure the Plan is compatible with existing plans and codes.

Task 5.3 Formalize the Vision

The Task Force will present the vision report to the elected bodies. The consultant team envisions the city formally adopting the plan to give it legal standing from which to evaluate future projects, programs and policies in the city. OHM will attend one final adoption meeting of the Plan.

Phase 5 Products:

- Final Vision Plan
- Accountability Plan

Phase 5 Meetings:

- Task Force Meeting #5
- Adoption Meeting

** Some interim review meetings may be conducted as conference calls, interim meetings scheduled as conference calls.*

Additional Services

Competitive and Comparative Analysis (Added to Phase 3)

OHM will work with the Task Force to identify three communities to conduct a competitive and comparative analysis. As the community begins to develop a vision and identity for the city, it is important to understand what neighboring and competing communities are offering, what their identity is, and how they are marketing themselves. By examining these communities OHM will outline what their strengths and weaknesses are, and translate this information into key statements that will help inform the development of the Plan.

Phone Survey (Added to Phase 3)

OHM will conduct a telephonic survey of citizens will be

Visioning Approach

conducted that will provide city officials with strategic insight into the attitudes and beliefs present in your City. This insight will provide a backdrop for the vision planning process by quantifying perceptions of government performance, public service expectations and the citizens' priority issues. It will also help identify areas where leaders can communicate more effectively to position the city for the future and address citizen concerns.

Task 3.4 Outside Looking In (Added to Phase 3)

OHM will develop and conduct a telephonic survey coined "Outside Looking In" of citizens, in the surrounding communities surrounding which will provide the taskforce and city officials with strategic insight into the attitudes and beliefs about the community from its neighbors. The purpose of this exercise is to understand what the outside perspectives (non-residents and businesses) are of the community. This exercise is valuable as often times internal perspectives are static, and often do not reveal the real strengths and weaknesses of a community. By conducting this exercise we will identify what the strengths and weaknesses are from those on the "outside". Using the results of this exercise the goal will be to build on community strengths and address weakness through the creation of the vision.

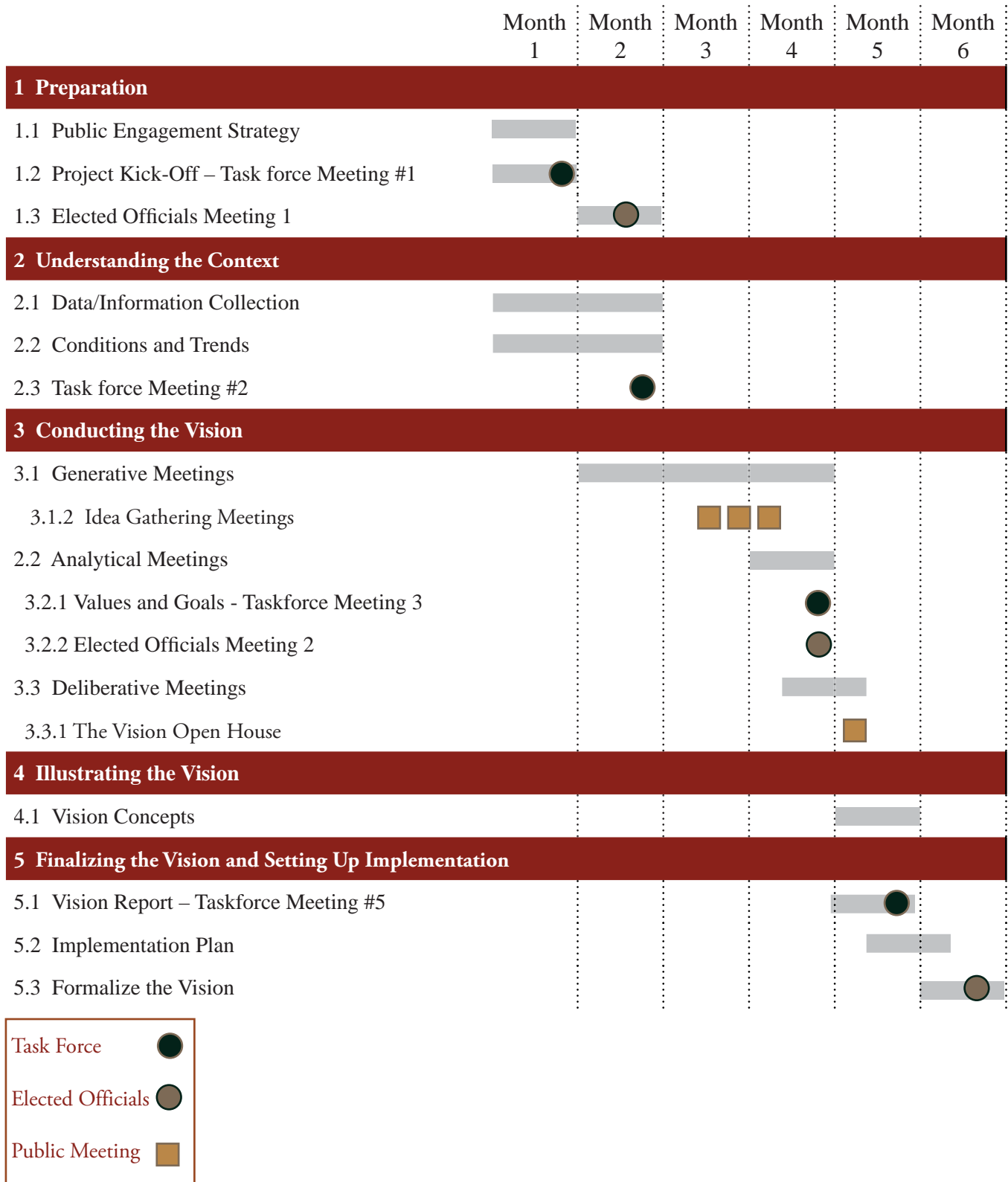
Focus Areas Plans (Added to Phase 4)

The purpose of this task is to dig down and apply the vision/development program to specific focus areas in the city. These areas will be rendered or modeled using computer graphics to illustrate how an area could be redeveloped under the new vision. The results of this task will show how the vision translates to the built environment, and will serve as a powerful marketing tool to communicate the vision and development potential to the private sector.



2. Schedule

Project Schedule





3. Fee for Service

Fee For Service

Phase	Fee
1 Preparation	\$2,500
2 Understanding the Context	3,500
3 Conducting the Vision	10,000
4 Illustrating the Vision	\$5,000
5 Finalizing the Vision and Setting Up Implementation	\$8,500
Total	\$29,500

**Farmington City Council
Staff Report**
Council Meeting Date:
December 3, 2012

**Reference
Number**
Submitted by: Vincent Pastue, City Manager

Description: Consideration to Approve Resolution #2, Grove Street Improvement Special Assessment District

Requested Action:

Move to adopt resolution #2 for the Grove Street Improvement Project and schedule a public hearing for December 17, 2012 at 7:00 p.m.

Background:

At the November 19th meeting, the City Council adopted a resolution instructing the City Manager to prepare a report regarding improvements to Grove Street Improvement Project. The report is to address the following items for the City Council to consider:

- the scope and specifications of the project;
- the estimated cost of the project;
- the estimated life of the project; and
- a description of the proposed special assessment district and other pertinent information for the City Council to consider in establishing a district, including assessments on benefiting properties.

Attached is the City Manager's report for the Grove Street Improvement Project. At the meeting, the City Manager will review with the City Council all aspects of the report. If the City Council is comfortable accepting the report, the next step would be to schedule a public hearing regarding the necessity of the project. Resolution #2 would schedule a public hearing for Monday, December 17 at 7:00 p.m. Notice would be sent to the owners of the shopping center along Grove Street. In addition, it would be necessary to publish a notice in the Farmington Observer.

Agenda Review
Review:

Vincent Pastue	Pending
City Manager	Pending
City Council	Pending

RESOLUTION NO. (ID # 1117)

CITY OF FARMINGTON

GROVE STREET IMPROVEMENT PROJECT

Improvements to Grove Street have been contemplated since the Downtown Master Plan was adopted in 2004. The proposed improvement involves the widening and reconstruction of Grove Street creating a boulevard with on-street parking, landscape improvements, sidewalk with brick pavers, relocation and placement of additional pedestrian street lights, park benches, mast-arm signal at Grand River and Grove Street intersection, removal and replacement of commercial pylon sign, water main replacement, land acquisition, and engineering services. The Grove Street improvements were to be part of a 2008 General Obligation bond that was approved by the Farmington electorate via referendum. Soon thereafter, however, City Administration recommended not to proceed with the debt obligations as the economy took a rapid and significant downturn with property values plummeting. The Farmington Downtown Development Authority (DDA) and City developed a financing plan to carry forward with the Grand River Streetscape portion of the project but not the Grove Street project; the Grand River Streetscape Improvements were completed in 2009.

The Grove Street Project as now proposed will involve the cooperation of the new owners of the shopping center which currently is anchored by TJ Maxx, the DDA, and the City. The City will be involved with the financing and construction of the proposed infrastructure improvements; the DDA is working with property owners on a façade grant to improve the appearance of the center, and the property owners will be providing the land to the City without the need for eminent domain proceedings. All of this is consistent with the Downtown Master Plan, previous improvements that created Riley Park and the Sundquist Pavilion which adjoin Grove Street to the west, and the streetscape improvements along Grand River. The proposal also fulfills a commitment dating to 2006, in connection with the agreement for a revised easement between Kimco and the City for the adjacent municipal parking area, to make the proposed improvements to Grove Street as soon as practicable.

In order to proceed with the financing of the Grove Street project, it is necessary for the City to special assess the benefiting property owners. In this case, there are only two property owners which receive direct benefit: the shopping center and the City. The new property owners have expressed their willingness to participate in a special assessment district. The Farmington City Council adopted Resolution #1 at their November 19, 2012 meeting instructing the City Manager to prepare a report regarding the proposed Grove Street Project. The City Manager will be relying on previous drawings that have been developed for this project along with updated cost estimates.

1. EXISTING CONDITIONS:

Grove Street is currently a short street that runs from Grand River Avenue south to Orchard Street. The current concrete road segment is approximately 28 feet in width. The concrete section is characterized by cracks and raised slabs representing signs of deterioration which requires total reconstruction. The proposed project would require the acquisition of the private parking lot that serves the adjoining shopping center. With the existing City Grove Street right-of-way and the additional acquired shopping center property to be converted from private parking to right-of-way, the proposed Grove Street project would allow for the creation of a boulevard street that provides on-street parking. The on-street parking total will exceed that which currently exists in the private parking lot. Again, the proposed project is consistent with the Downtown Master Plan, has the support of the shopping center owners, and addresses the Kimco easement commitment.

2. PROPOSED ROADWAY CONSTRUCTION:

Attachment A provides the layout for Grove Street project, which shows the boulevard, on-street parking, and stamped concrete crosswalks. The City's consulting engineers are finalizing the details associated with the road cross section and water main replacement.

3. PROPOSED PROJECT SCHEDULE:

Assuming that the special assessment district is approved at the January 21, 2013 meeting, listed below is the anticipated project schedule. The proposed project is intended to start on April 1st with a substantial completion by mid-June. This time frame is the least disruptive to businesses in the construction area.

Advertise for Construction Bids	January 22, 2013
Bids Received	February 12, 2013
Bids Presented to City Council for Approval	February 18, 2013
Contractor Mobilization	mid-February to late-March
Construction Begin	April 1, 2013
Substantial Completion	June 30, 2013

4. PROJECT COSTS:

The engineer's estimated cost for the project is \$1,700,000. Contained below is a summary of the estimated costs based on preliminary estimates by the City's consulting engineers, Orchard Hiltz & McCliment. The City Manager is recommending that the City incur previous expenditures for design engineering.

Road Construction	\$ 645,000
Streetscape Allowance	100,000
Water Main Replacement	105,000
Sign Removal and Replacement	50,000
Construction Engineering	100,000
Contingency	100,000
Land Acquisition	<u>600,000</u>
Total Construction Cost	\$1,700,000

5. IMPROVEMENT FINANCING:

Bond Proceeds – Special Assessment	\$ 600,000
Municipal Street Fund	500,000
Water and Sewer Fund Contribution	125,000
Capital Improvements Fund Contribution	<u>475,000</u>
Total Project Financing	\$1,700,000

In negotiations with the new property owners of the Shopping Center, they have indicated a willingness to sell the property to the City and also accept and assessment of \$600,000 toward the project. The property owner will be special assessed over a fifteen year period.

6. MAINTENANCE:

The design cross section for the road reconstruction will be for a period to exceed 20-years. The maintenance of the road will be part of the City's on-going street maintenance program. This will include winter maintenance. In the future, capital maintenance associated with Grove Street will likely come for the Municipal Street fund millage.

STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF FARMINGTON

[Grove Street Improvement Project]

**RESOLUTION DECLARING NECESSITY AND TENTATIVE INTENT TO PROCEED
WITH PROJECT AND SETTING PUBLIC HEARING**

(Resolution No. 2)

Minutes of a _____ Meeting of the City Council of the City of
Farmington, County of Oakland, Michigan, held in the City Hall in said City on December 3,
2012, at 7:00 P.M. Prevailing Eastern Time.

PRESENT: Councilmembers _____

ABSENT: Councilmembers _____

The following preamble and Resolution were offered by Councilmember _____
_____ and supported by Councilmember _____.

RECITATIONS:

The City is considering widening and reconstruction of Grove Street creating a boulevard with on-street parking, landscape improvements, sidewalk with brick pavers, relocation and placement of additional pedestrian street lights, park benches, mast-arm signal at Grand River and Grove Street intersection, removal and replacement of commercial pylon sign, water main replacement, land acquisition, and engineering services. The Project is known as Grove Street Improvement Project.

Preliminary plans, specifications and cost estimates have been submitted to the City Council for construction of the Project, and the City is tentatively considering the establishment of a special assessment district to finance and defray the cost of the Project.

The Project is designed and intended to especially benefit the properties in the proposed special assessment district by improving the street consistent with the Downtown Master Plan, increasing the number of overall parking spaces in the area by allowing on-street parking, improved vehicle and pedestrian flow, enhancing the aesthetic appearance of the area, and replacing old water main to insure the system reliability.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. The City Council determines that the Project is necessary and that it tentatively intends to proceed with the Project, and to establish a special assessment district to defray the 35.3% cost of the Project.
2. A registered professional engineer has prepared preliminary plans describing the Project and a preliminary estimate of the cost of the Project in the amount of \$1,700,000. Such plans and cost estimate have been filed with the City Clerk.
3. The City Council tentatively designates the property on the list attached to this Resolution as the special assessment district against which the cost of the Project is to be assessed and which shall be identified as Special Assessment District No. 2012-xx (the “**District**”).
4. The City has determined that the parcels listed on the list attached to this resolution 100% percent of the area within benefiting by the Project and within the District.
5. The City Clerk shall give notice in the manner provided below that the City Council shall conduct a public hearing on December 17, 2012, at 7:00 P.M. at the City Hall,

23600 Liberty Street, Farmington, Michigan, for the purpose of hearing comments and objections to the proposed Project, and to the tentatively established District.

6. Notice of the public hearing shall be published once in a newspaper published or circulated in the City, and sent by certified mail, return receipt not requested, to the record owner or party in interest in whose name each property in the District is assessed as shown on the City's last preceding tax assessment roll for *ad valorem* tax purposes. The notice shall be published at least seven (7) full days prior to the date of the hearing and the notice of hearing shall be mailed at least ten (10) days before the date of the hearing. The notice shall specify that appearance and protest at the hearing is required in order to appeal the matters to be considered at the hearing to the State Tax Tribunal and that an owner or party in interest or his or her agent may appear in person at the hearing to protest, or he or she may appear by filing his or her appearance or protest by letter, which shall then not require his or her personal appearance. The notice shall further specify the preliminary cost estimate for the Project, and include a card to be completed by the owner or party in interest and returned to the City Clerk's office, indicating whether the owner or party in interest supports or disapproves of the project and special assessment district.

7. The Clerk shall retain a copy of the file in the Clerk's office for examination.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

CERTIFICATION

It is hereby certified that the foregoing Resolution is a true and accurate copy of the Resolution adopted by the City Council of the City of Farmington at a meeting duly called and held on the 3rd day of December, 2012.

CITY OF FARMINGTON

By: _____
SUSAN K. HALBERSTADT, CLERK

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City of Farmington
CivicSight Map



PARCEL INFORMATION:

PIN - 2327156005
 Owner Info:
 Name 1 - THE GROVES CENTER, LLC
 Name 2 -
 Owner Address - 37000 GRAND RIVER AVE
 Owner CSZ - FARMINGTON HILLS, MI 48335-2882
 Site Address - 33049 GRAND RIVER AVE

MAP LEGEND:

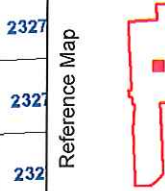
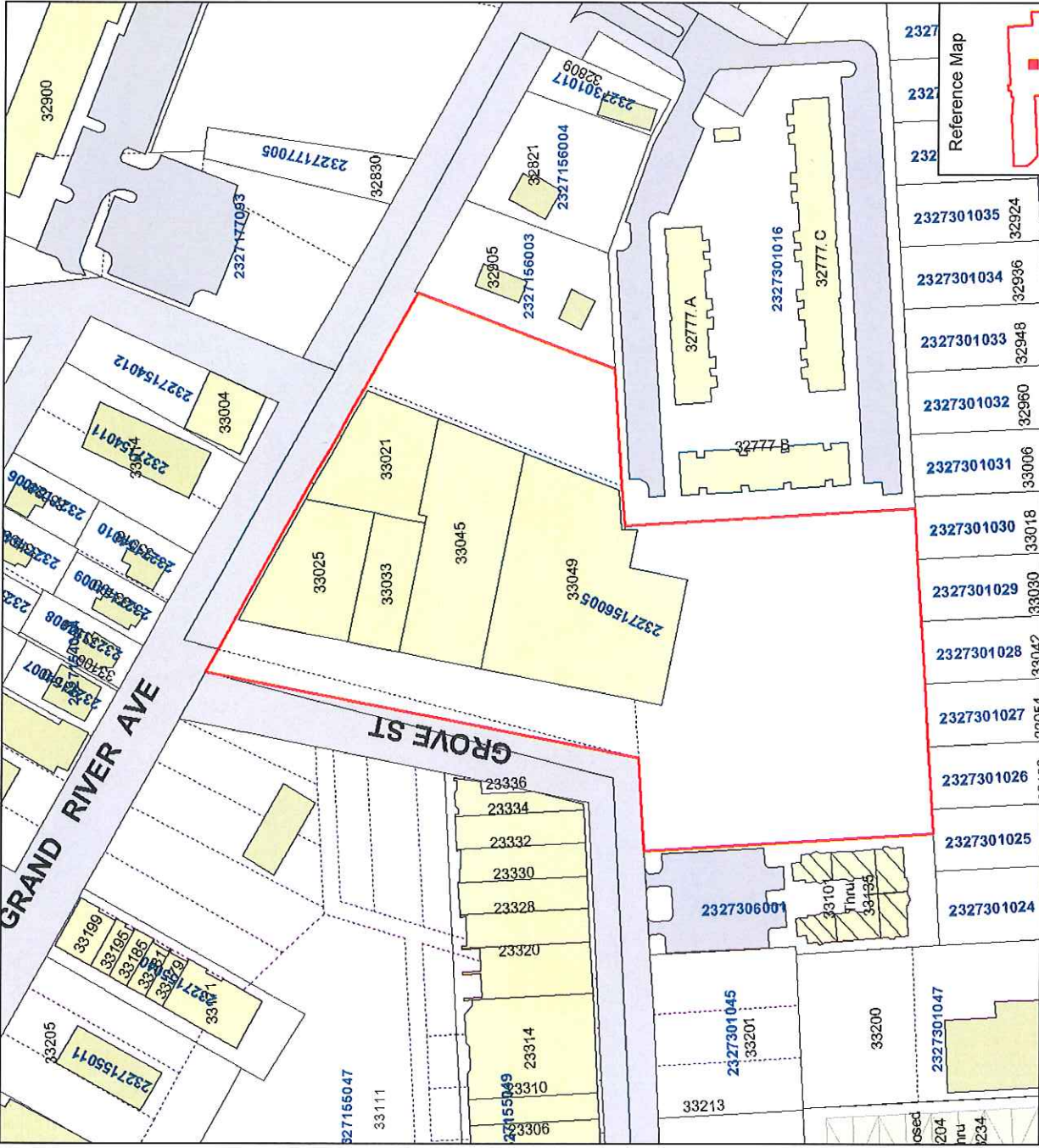
- CITY BOUNDARY
- RIVERS-STREAMS
- MULTITENANTBUILDING (Type)
- BUILT
- PROPOSED
- COMM_INDUST BLDGS
- MULTITENANTPAVING
- RAPHAEL STREET (POLY)2
- RAPHAEL STREET (POLY)
- PARCELS
- ROADS OUTSIDE FARMINGTON
- RIGHTOFWAY
- ROW EXTEND
- LOT HISTORY
- BUILDING DRAWINGS
- OPEN WATER (FEATUERTYP)
- DeteriorPond
- StreamPond
- LakePond
- Channel
- SwampMarsh



Map Scale: 1 inch = 150 feet
 Map Date: 11/30/2012
 Data Date: November 30, 2012

Sources: City of Farmington, Oakland County GIS Utility, River's Edge GIS, LLC.

Disclaimer:
 Note: The information provided by this program has been compiled from recorded deeds, plats, taxmaps, surveys, and other public records and data. It is not a legally recorded map or survey and is not intended to be used as such. This data are hereby notified that the information sources mentioned above are hereby notified that the information is provided for informational purposes only. USE AT YOUR OWN RISK!!!



Legal Description: T1N, R9E, SEC 27 ASSESSOR'S PLAT NO 2 PART OF LOT 13, ALL OF LOTS 14, 15 & 16 & PART OF VAC ORCHARD AVE & GROVE AT ADJ THERETO, ALL BEING DESC AS BEG AT SE COR OF LOT 13, TH S 89-16-00 W 313 FT, TH N 00-33-25 W 278.80 FT, TH S 89-59-55 E 88 FT, TH N 14-07-35 E 425.32 FT, TH S 57-51-50 E 315.25 FT, TH S 24-21-10 W 262.20 FT, TH S 88-42-35 W 37.98 FT, TH S 00-37-20 E 279.84 FT TO BEG, ALSO ALL OF

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**Farmington City Council
Staff Report**

Council Meeting Date:
December 3, 2012

**Reference
Number
(ID # 1118)**

Submitted by: Vincent Pastue, City Manager

Description: Consideration to Approve Construction #1 for Drakeshire Center Improvements Project and Change Order #1

Requested Action:

Move to approve construction estimate #1 with Richard Hyman Builders in the amount of \$128,862 for the Drakeshire Center improvements and ratify change order #1 in the amount of \$2,880.

Background:

The City Council approved a contract with Richard Hyman Builders at the October 29 special meeting in the amount of \$335,600 for the improvements at the Drakeshire Shopping Center. The improvements are part of a consent agreement with the property owner to abate a nuisance dealing with the building façade. As part of this project, the City retained the services of Siegal Toumalla Architects to oversee the construction phase of this project. The property owners, DIC Properties LLC, are involved with the project as well.

Enclosed is construction estimate #1 with Richard Hyman Builders in the amount of \$128,862.00. The work has been reviewed by Siegal Toumalla Architects and they recommend approval of the construction estimate. It is obvious by a visual drive-by that significant work has already been performed.

In addition, City Administration is recommending ratification of change order #1 in the amount of \$2,880. This involves additional work, which is primarily carpentry, to fix the existing support structure where sections of the façade have rotted and need to be replaced. This was not unexpected. Everyone realized once the façade was exposed additional work would need to be done to the support structure; the question was the extent. The change order has been reviewed and recommended for approval by the architect, DIC Properties, and City Administration. The increase will be covered by the project contingency line item.

Agenda Review

Review:

Vincent Pastue Pending
City Manager Pending
City Council Pending

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2 PAGES

TO (OWNER) D.I.C. Properties, LLC
 24383 Millcreek Ct.
 Farmington Hills, MI 48336

PROJECT: Drakeshire Plaza Façade Re/APPLICATION NO: Draw #1
 35103 Grand River Ave.
 Farmington, MI 48335

FROM (CONTRACTOR): Richard M. Hyman, Bldrs.
 6400 Farmington Rd Suite 114
 West Bloomfield, MI 48322

PERIOD TO: 27-Nov-12
 ARCHITECTS
 ARCHITECTS
 PROJECT NO: 29200 Northwestern Hwy.
 Southfield, MI 48034

Distribution to:
 — OWNER
 — ARCHITECT
 X CONTRACTOR

CONTRACT FOR:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner			
TOTAL			
Approved this Month			
Number	1	\$2,880.00	
Date Approved			
TOTALS		\$2,880.00	
Net change by Change Orders			

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached

1. ORIGINAL CONTRACT SUM... \$ 335,600.00
2. Net change by Change Orders..... \$ 2,880.00
3. CONTRACT SUM TO DATE (Line 1 + 2)... \$ 338,480.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 143,180.00

5. RETAINAGE:
 - a. 10% of Completed Work (Column D+E on G703) \$ 14,318.00
 - b. _____% of Stored Material (Column F on G703) \$ -

Total Retainage (line 5a+5b or Total in Column 1 of G703) \$ 14,318.00

6. TOTAL EARNED LESS RETAINAGE \$ 128,862.00

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (line 6 from prior Certificate) \$ -
8. CURRENT PAYMENT DUE \$ 128,862.00
9. BALANCE TO FINISH, PLUS RETAINAGE (line 3 less line 6) \$ 209,618.00

State of: Michigan County of: Lapeer
 Subscribed and sworn to before me this 27th day of November
 Notary Public: *Ann Marie D...*
 My Commission expires: 9/5/13

CONTRACTOR: Richard M. Hyman-President

By: *Richard M. Hyman* Date: 11/27/12

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above 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.....\$ 128,862.00
 (Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT: *[Signature]*
 By: *[Signature]* Date: 11/28/12
 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 of Contractor under their Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed Certification is attached.
 APPLICATION NUMBER: Draw #1

In tabulations below, amounts are stated to the nearest dollar.
 PERIOD TO: Nov. 27, 2012
 ARCHITECT'S PROJECT NO:

Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO	B DESCRIPTION OF WORK	C SCHED. VALUE	D WORK COMPLETED		E THIS PERIOD	F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE	H BALANCE TO FINISH	I RETAINAGE
			PREVIOUS APP.	THIS PERIOD					
1	Demolition	\$4,000.00			\$3,600.00		\$3,600.00	\$400.00	\$360.00
2	Carpentry	\$49,740.00			\$45,200.00		\$45,200.00	\$4,540.00	\$4,520.00
3	EIFS	\$95,000.00			\$47,500.00		\$47,500.00	\$47,500.00	\$4,750.00
4	Brick	\$43,595.00			\$0.00		\$0.00	\$43,595.00	\$0.00
5	Metal	\$17,500.00			\$0.00		\$0.00	\$17,500.00	\$0.00
6	Electrical	\$30,088.00			\$0.00		\$0.00	\$30,088.00	\$0.00
7	Roofing	\$12,000.00			\$8,000.00		\$8,000.00	\$4,000.00	\$800.00
8	Concrete	\$15,000.00			\$15,000.00		\$15,000.00	\$0.00	\$1,500.00
9	Signage Allowance	\$2,000.00			\$0.00		\$0.00	\$2,000.00	\$0.00
10	Paint	\$5,600.00			\$0.00		\$0.00	\$5,600.00	\$0.00
11	Powerwash	\$1,000.00			\$0.00		\$0.00	\$1,000.00	\$0.00
12	Rail Ties @ Landscape	\$4,800.00			\$0.00		\$0.00	\$1,000.00	\$0.00
13	Caulk	\$2,000.00			\$0.00		\$0.00	\$4,800.00	\$0.00
14	Tuck point Allowance	\$500.00			\$0.00		\$0.00	\$2,000.00	\$0.00
15	General Conditions	\$20,100.00			\$8,000.00		\$8,000.00	\$12,100.00	\$800.00
16	O & P	\$32,677.00			\$13,000.00		\$13,000.00	\$19,677.00	\$1,300.00
17	Change Order #1	\$2,880.00			\$2,880.00		\$2,880.00	\$0.00	\$288.00
17	Total:	\$338,480.00	\$0.00	\$143,180.00	\$143,180.00		\$143,180.00	\$195,300.00	\$14,318.00

**CHANGE
ORDER**
AIA DOCUMENT G701

PROJECT: Drakeshire Plaza
35103 Grand River Ave.
Farmington, MI

TO CONTRACTOR:
Richard M. Hyman Builders, Inc.
6400 Farmington Road, Suite 114
W. Bloomfield, MI 48322

CHANGE ORDER NUMBER: 1
DATE: November 8, 2012
ARCHITECT'S PROJECT NO:
CONTRACT DATE:
CONTRACT FOR:

The Contract is changed as follows:

Remove existing clay type panels at 80' North elevation Building "A" & 48' East elevation (North end) Building "A". Approx. 1280 sq. ft. of 3/8 panel attached to existing plywood.	
Detail 1105 all typical EIFS detail at soffit is not how construction is on site. Plans show existing 2x4 is mounted to bottom plate of front wall, actual field condition is a 1x4 partially attached to bottom of joists. Face plywood also extends down below bottom of joist.	
Work included cutting plywood siding to above bottom of joists to match plan above bottom of new EIFS and add new additional lumber to beef up existing 1x4 and shim throughout to meet bottom of joists.	
Above work to be done @ time and materials. Approx. (2) men (3) days or 48 man hours at \$60/hour.	
Note: All wood face appears to be in good condition and does not appear to need to be removed.	
Total Change Order:	\$

Not valid until signed by the Owner, Architect, and Contractor

The original Contract Sum was	\$335,600.00
Net changes by previously authorized Change Orders	\$0
The Contract Sum prior to this Change Order was	\$0
The Contract Sum will be increased by this Change Order in the amount of	\$0

Attachment: Drakeshire Construction Estimate #1 and Change Order #1 (1118 : Consideration to Approve

The new Contract Sum including this Change Order will be
The contract Time will be unchanged.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

Architect: Siegal/Toumaala Assoc.
Address: 29200 Northwestern Hwy. #160
Southfield, MI 48334

Contractor: Richard M. Hyman Builders, Inc.
Address: 6400 Farmington Road, Suite 114
W. Bloomfield, MI 48322

Owner: D.I.C. Properties, LLC
Address: 24383 Millcreek Ct.
Farmington Hills, MI 48336

By: _____

By: Karey Terry

By: J. Pates MANAGING MEMBER

Date: _____

Date: November 8, 2012

Date: 11/14/12

Farmington City Manager: Vincent Pastue

By: V. Pastue

Date: 11/26/12

**Farmington City Council
Staff Report**

Council Meeting Date:
December 3, 2012

**Reference
Number
(ID # 1119)**

Submitted by: Vincent Pastue, City Manager

Description: Review of Board and Committee Vacancies

Requested Action:

Background:

Attached is a listing of board and committee vacancies and applications that we have received for these vacancies. I would like to discuss with the Council names for consideration to fill these vacancies. We are at a point where we need to view the next series of appointments in the context of our overall goals and objectives as it pertains to economic and community redevelopment. Many of these vacancies involve boards and committees that deal with economic and community development.

Agenda Review

Review:

Vincent Pastue Pending
City Manager Pending
City Council Pending



APPLICATION FOR
BOARDS, COMMISSIONS AND COMMITTEES

Thank you for your interest in serving the City of Farmington as an appointed public representative.
Applications will be maintained on file for future consideration

Date: _____

Name: Francis Carmen Sheron
Last First Middle

Home Address: 32080 Marblehead Rd Farmington 48336
Number & Street City Zip

Home Telephone: 313 737-9287 Voting Precinct: _____

Email: Carmenfrancis09@gmail.com

Employer: Comerica Bank

Business Address: 31500 W 12 Mile Rd Farmington Hills 48334
Number & Street City Zip

Business Telephone: 248 553-3661

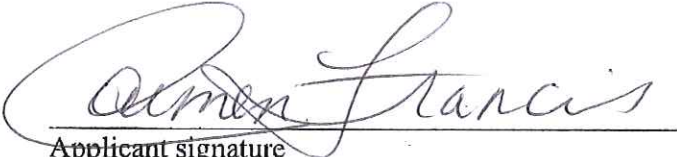
Have you been a resident of Farmington for the past 12 months? Yes

Please state your reasons for volunteering to serve our community as an appointed public representative..

I would like to volunteer for the city of Farmington Community as a Public Representative, because I can make a difference in the community with my skills, in financial, community development, and event planning.

SPECIAL SKILLS AND ABILITIES

Please describe any special skills, abilities, talents, etc., that you are willing to share.



Carmen Francis

Applicant signature

Please attach any additional pages or documents and return completed application to:

City of Farmington
c/o City Manager's Office
23600 Liberty Street
Farmington, Michigan 48335
(248) 474-5500 extension 2221

Please describe your professional qualification and/or employment experience.

My professional qualification and /or employment come from Comerica Bank where I have work for over 15 years of service as a Retail Personal banker. My job as a Personal Banker consist of me monitor weekly sales and contribute to the creation of sales promotions. Train employees on corporate standards, regulatory compliance and banking principles, complete staff time cards. Interact with clients to ensure satisfaction and secure new customers. Perform incoming and outgoing inquiry calls from potential candidates. I also work on a project with Comerica Bank as one of their Project Management Assistant for 10 months. The job consist that of development of project work plans and periodically revised strategies with respect to projects to test and implement computer programs. Allocate resources as needed to complete tasks on time. Interacted with team and reviewed deliverables; deployed quality assurance procedures to improve application. Team up with vendors to secure resources vital for projects.

Please describe you previous experience with community-based organization or other volunteer activities.

I sit on the board of the Jamaican Association of Michigan, where I am currently holding the office of Vice President. As an organization we dedicate ourselves to help our young people to reach their educational goals. I am one of the individual that work with the young people on helping them get prepared for college, by helping with college application, financial aid and scholarship programs. Another organization that I work with during the summer is Jamaican Children Aids. With this organization we give back to the community by providing school supplies for children in low income family at Rouge Park in Detroit every year on the fourth Sunday in August. Finally I volunteer with Operation Hope in Detroit MI, in this program I teach the students from grade 4th and up about getting financial prepared. This program help to educate the students to learn how to manage a checking and saving account, loan ,credit and basic investment market.

Please describe any special skills, abilities, talents, etc, that you are willing to share.

1. Financial Background skills
2. Enjoying planning events
3. Enjoy traveling and learning about different cultural.
4. Bowling league (USBC)
5. Enjoy working with young people helping them prepare for college.
6. Leadership skills

PLEASE CIRCLE YOUR PREFERENCE(S)

- A. Aging Commission
- B. Arts Commission
- C. Beautification Awards and Committee
- D. Board of Review
- E. Charter Review Committee
- F. Commission on Children, Youth & Families
- G. Construction Board of Appeals
- H. Downtown Development Authority*
- I. Historical Commission
- J. Library Board of Directors
- K. Southwestern Oakland County Cable Commission
- L. Traffic & Safety Board
- M. Zoning Board of Appeals

*City of Farmington residency not required



APPLICATION FOR
BOARDS, COMMISSIONS AND COMMITTEES

Thank you for your interest in serving the City of Farmington as an appointed public representative. Applications will be maintained on file for future consideration

Date: 10 - 30 - 2012

Name: KEY LES
Last First Middle

Home Address: 23617 WARNER ST FARMINGTON, MI 48336
Number & Street City Zip

Home Telephone: 866-773-6890 Voting Precinct: PRECINCT 1

Email: LESKEYJR@GMAIL.COM

Employer: G.H. FORBES ASSOCIATES, ARCHITECTS

Business Address: 225 S. MAIN ST SUITE 200 ROYAL OAK, MI 48067
Number & Street City Zip

Business Telephone: 248-542-7866

Have you been a resident of Farmington for the past 12 months? YES

Please state your reasons for volunteering to serve our community as an appointed public representative.
OUR PASSION FOR THE WALKABLE DOWNTOWN ENVIRONMENT IS WHAT DREW MY WIFE + I TO THE FARMINGTON AREA, WHEN WE WERE SHOPPING FOR OUR FIRST HOUSE A LITTLE OVER 2 YEARS AGO. FINDING FARMINGTON TO BE A SOLID COMMUNITY FULL OF LIFE, MADE THE BUYING DECISION EASIER. NOW HAVING RESIDED IN FARMINGTON I AM READY AND LOOKING TO ENGAGE MYSELF INTO A POSITION WHERE MY EDUCATION + PASSION CAN MAKE A DIFFERENCE IN THE COMMUNITY AROUND US.

EDUCATION ACHIEVEMENT

<u>UNIVERSITY OF MICHIGAN</u>	<u>MASTERS OF ARCHITECTURE*</u>	<u>2010</u>
Name of College/University	Degree	Year Attained
<u>TEXAS TECH UNIVERSITY</u>	<u>BACHELOR OF ARCHITECTURE</u>	<u>2007</u>
Name of College/University	Degree	Year Attained
<u>SHERMAN HIGH SCHOOL</u>	<u>DIPLOMA</u>	<u>1995</u>
Name of Institution/High School	Diploma/Certificate	Year Attained

(Degree or advance education is not required for appointment consideration)

*PARTIAL COMPLETION OF REAL ESTATE DEVELOPMENT CERTIFICATE

EMPLOYMENT/PROFESSIONAL EXPERIENCE

Please describe your professional qualifications and/or employment experience.

- INTERN - CLAUDIO VIGIL ARCHITECTS - ALBUQUERQUE, NM
+ CONCEPTUAL DESIGN/LAYOUT OF SMALL-MEDIUM SIZED PRIVATE DEVELOPMENT.
- PROJECT MANAGER - G.H. FORBES ASSOCIATES ARCHITECTS
+ PURSUING LICENSURE
+ PROJECT DESIGN / DEVELOPMENT / MANAGEMENT OF GSA (FEDERAL) BUILDOUT PROJECTS < \$3 MILLION.

COMMUNITY/PUBLIC SERVICE EXPERIENCE

Please describe you previous experience with community-based organizations or other volunteer activities.

- FARMINGTON ODA DESIGN COMMITTEE
- TEXAS TECH HABIT FOR HUMANITY
- BOY SCOUTS OF AMERICA - EAGLE SCOUT
- NUMEROUS COMMUNITY SERVICE HOURS

PLEASE CIRCLE YOUR PREFERENCE(S)

- A. Aging Commission
- B. Arts Commission
- C. Beautification Awards and Committee
- D. Board of Review
- E. Charter Review Committee
- F. Commission on Children, Youth & Families
- G. Construction Board of Appeals
- H. Downtown Development Authority*
- I. Historical Commission
- J. Library Board of Directors
- K. Southwestern Oakland County Cable Commission
- L. Traffic & Safety Board
- M. Zoning Board of Appeals

*City of Farmington residency not required

SPECIAL SKILLS AND ABILITIES

Please describe any special skills, abilities, talents, etc., that you are willing to share.



Applicant signature

Please attach any additional pages or documents and return completed application to:

City of Farmington
c/o City Manager's Office
23600 Liberty Street
Farmington, Michigan 48335
(248) 474-5500 extension 2221



APPLICATION FOR
BOARDS, COMMISSIONS AND COMMITTEES

Thank you for your interest in serving the City of Farmington as an appointed public representative.
Applications will be maintained on file for future consideration

Date: 11/13/2012

Name: Schneemann Steven Gary
Last First Middle

Home Address: 33215 Oakland Ave. Farmington 48336
Number & Street City Zip

Home Telephone: 248 321 9800 Voting Precinct: 1

Email: ss@s3architecture.com

Employer: S3 Architecture, PLLC ; Lawrence Tech. Univ.

Business Address: 23629 Liberty #200 Farmington, MI 48335
Number & Street City Zip

Business Telephone: 248 427 0007

Have you been a resident of Farmington for the past 12 months? YES

Please state your reasons for volunteering to serve our community as an appointed public representative..

As a resident & business owner I care deeply about the future of Farmington and the planning related thus.

PLEASE CIRCLE YOUR PREFERENCE(S)

- A. Aging Commission
- B. Arts Commission
- C. Beautification Awards and Committee
- D. Board of Review
- E. Charter Review Committee
- F. Commission on Children, Youth & Families
- G. Construction Board of Appeals
- H. Downtown Development Authority*
- I. Historical Commission
- J. Library Board of Directors
- K. Southwestern Oakland County Cable Commission
- L. Traffic & Safety Board
- M. Zoning Board of Appeals

N. Planning Commission

*City of Farmington residency not required

EDUCATION ACHIEVEMENT

University of California-Berkeley	Master of Architecture	1998
Name of College/University	Degree	Year Attained
Lawrence Tech. University	Bachelor of Architecture	1993
Name of College/University	Degree	Year Attained
Novi High School	Diploma/Certificate	1986
Name of Institution/High School	Diploma/Certificate	Year Attained

(Degree or advance education is not required for appointment consideration)

EMPLOYMENT/PROFESSIONAL EXPERIENCE

Please describe your professional qualifications and/or employment experience.

- Licensed Architect in 14 states
- 20+ years' experience
- 11+ years University teaching grad & undergrad.
- Very familiar w/the built environment in Farmington

COMMUNITY/PUBLIC SERVICE EXPERIENCE

Please describe you previous experience with community-based organizations or other volunteer activities.

- 8 years on DDA
- 7 years chair of downtown design committee

SPECIAL SKILLS AND ABILITIES

Please describe any special skills, abilities, talents, etc., that you are willing to share.

All



Applicant signature

Please attach any additional pages or documents and return completed application to:

City of Farmington
c/o City Manager's Office
23600 Liberty Street
Farmington, Michigan 48335
(248) 474-5500 extension 2221



APPLICATION FOR
BOARDS, COMMISSIONS AND COMMITTEES

Thank you for your interest in serving the City of Farmington as an appointed public representative.
Applications will be maintained on file for future consideration

Date: 11/24/12

Name: Wells Cynthia B
Last First Middle

Home Address: 1970 LEON LAKE RD, WIXOM 48393
Number & Street City Zip

Home Telephone: 248924 4212 Voting Precinct: _____

Email: CWELLS@TALMERBANK.COM

Employer: TALMER BANK & TRUST

Business Address: 2301 Big Beaver Rd Troy 48064
Number & Street City Zip

Business Telephone: 248 572 3350

Have you been a resident of Farmington for the past 12 months? NO

Please state your reasons for volunteering to serve our community as an appointed public representative..

I have been in Banky over 30 years and in the Downtown Farmington area for 15 of those years. I enjoy the friendly atmosphere in the City and Community. I would enjoy helping more in our community.

PLEASE CIRCLE YOUR PREFERENCE(S)

- A. Aging Commission
- B. Arts Commission
- C. Beautification Awards and Committee
- D. Board of Review
- E. Charter Review Committee
- F. Commission on Children, Youth & Families
- G. Construction Board of Appeals
- H. Downtown Development Authority*
- I. Historical Commission
- J. Library Board of Directors
- K. Southwestern Oakland County Cable Commission
- L. Traffic & Safety Board
- M. Zoning Board of Appeals

*City of Farmington residency not required

EDUCATION ACHIEVEMENT

Name of College/University	Degree	Year Attained
Name of College/University	Degree	Year Attained
Wawasee High - IN	Diploma/Certificate	12
Name of Institution/High School	Diploma/Certificate	Year Attained

(Degree or advance education is not required for appointment consideration)

EMPLOYMENT/PROFESSIONAL EXPERIENCE

Please describe your professional qualifications and/or employment experience.

I have worked in Fairmington since 1997. Started with the Community Bank - Metrobank and continued and the bank name is Talmer BK + TR.

I bring 30 yr. experience in banking both in Retail Areas and Lending. I am involved in the community and want to be part of Fairmington moving in the right direction.

COMMUNITY/PUBLIC SERVICE EXPERIENCE

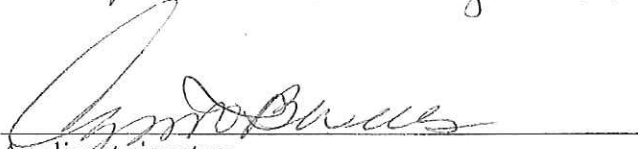
Please describe your previous experience with community-based organizations or other volunteer activities.

- ① I sit on the ^{Board of Directors} Greater F/FA Chamber of Commerce
- ② member of Fairmington/Fairmington Hills Explorer Club
- ③ Actively support and participate in the Fairmington Friends Festival
- ④ Sponsor the Shady Days activities

SPECIAL SKILLS AND ABILITIES

Please describe any special skills, abilities, talents, etc., that you are willing to share.

I bring professional skills and people skills as well as 30 years of banking skills. I can bring the ability to make decisions based on practical insight and logic.


Applicant signature

Please attach any additional pages or documents and return completed application to:

City of Farmington
c/o City Manager's Office
23600 Liberty Street
Farmington, Michigan 48335
(248) 474-5500 extension 2221

Board/Committee Vacancies

Planning Commission

One vacancy – completing Kevin Christiansen’s term which expires June 30, 2015

Farming Area Arts Commission

One vacancy – completing Pamela Alexander’s term which expires December 31, 2013

Beautification Committee

Five (5) vacancies

Two (2) vacancies expire June 30, 2013

Three (3) vacancies expired June 30, 2012

Brownfield Redevelopment Authority

One vacancy – completing Kevin Gushman’s term which expires February 28, 2013

Children Youth & Families

One vacancy – expired in December 31, 2012

One voting youth delegate vacancy (one year term)

Corridor Improvement Association (CIA)

Two (2) vacancies

Completing Joe Dompierre’s term which expires March 31, 2014

Completing Kim Thompson Everett’s term which expires March 31, 2013

Downtown Development Authority

One vacancy – completing Gerald Wasen’s term which expires February 28, 2014

Historical Commission

One vacancy – completing Kari Vaughn’s term which expires March 31, 2013

Downtown Development Authority

The following individuals term of office expire in February 28, 2013:

Melissa Andrade, Vice President

Charles Frost

Valerie Greer

Robert Rock, President