

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION REGULAR MEETING
FARMINGTON HILLS CITY HALL – COMMUNITY ROOM
JANUARY 26, 2017, 6:00 P.M.**

Chair Rae-O'Donnell called the Planning Commission meeting to order at 6:00 p.m. on January 26, 2017.

Commissioners Present: Brickner, Mantey, McRae, Rae-O'Donnell, Schwartz, Stimson

Commissioners Absent: Fleischhacker, Orr (one vacancy)

Others Present: Staff Planner Stec; Special Services Director Schnackel, Deputy Director of Special Services Farmer, Facilities Supervisor Hotchkiss; City Clerk Smith; Director of Central Services Monico, GIS Coordinator Malone, IT Manager Schultz; Fire Chief Unruh, Deputy Fire Chief Panoushek, Fire Marshal Olszewski; Police Chief Nebus, Assistant Chief Stasch, Commander Ciaramitaro, Lieutenant Haupt; Public Services Director Mondora, Assistant to the Director Gushard, Engineering Manager Cubera, DPW Superintendent McCarthy, Road Supervisor Bryan Pickworth

APPROVAL OF AGENDA

MOTION by McRae, support by Brickner, to approve the agenda as published.

Motion carried unanimously.

REGULAR MEETING:

MOTION by Brickner, support by Stimson, that the Capital Improvements Plan be brought up for discussion. Motion carried unanimously.

A. CAPITAL IMPROVEMENTS PLAN 2017 – 2018 THROUGH 2022-2023

Staff Planner Stec explained that tonight's meeting was a review of the draft Capital Improvements Plan (CIP) for 2017-2018 through 2022-2023. He thanked the Department Heads for their participation this evening.

PARKS AND RECREATION

Special Services Director Schnackel, Deputy Director of Special Services Farmer, and Facilities Supervisor Hotchkiss were present for this part of the CIP review.

Special Services Director Schnackel reviewed the accomplishments of the past fiscal year, highlights of which included:

- Replacement of 4 Boilers
- Parks and Golf Equipment and Vehicles
- Costick Parking Lot C and Loading Dock
- Ice Arena Equipment Repair and Enhancements
- Nature Center Entry and Floors

- Replacement of Trail and Wayfinding Signs

Requests for 2017-2018 included:

Parks

- Canyon Pickup
- Trailer, 3 yd Dump
- Mower, Utility 60" ZTR
- ¾ Ton 4 x 4 Pickup w/Plow
- Mower, Wide Area JD
- Athletic Field Groomer

Golf

- Verdicut Greens Mower
- Driving Range Picker
- Greens Roller

Ice Arena – From Ice Arena Capital Funds

- 3/4 Ton Cargo Van

Costick Center

- Domestic boiler
- Multi-zone Air Handler
- Chillers
- Gym Roof Top A/C
- Office Roof Top A/C
- Compressor
- Parking Lots A, B and Gates 3 & 4 (last surfaced 1994)
- Exterior Tuck Pointing/Painting
- Senior Center Carpeting

Ice Arena

- Restroom partitions

Parks

- Trail/Wayfinding Signage

Heritage Park

- Spicer House: a) Replace boilers b) Address structural issues
- Nature Center: a) Replace roof b) Add office

Founders Sports Park

- Top dress soccer fields
- Add playground

Golf Club Tee Repairs

- #1 Green, #5 Tees, #6 Ladies Tee, #13 Tee

During discussion, it was noted that since the debt had been retired, the ice arena was now paying for itself.

Facilities need and expansions would be part of the facilities master plan and budget process beginning July 1, 2017.

CLERK'S OFFICE

City Clerk Smith was present for this part of the CIP presentation. She explained that:

- Over a year ago, the State Bureau of Elections (BOE) issued a Request for Proposals for new, state-wide election equipment
- RFP's had been received and were being reviewed
- Some federal funding was available through the Help America Vote Act (HAVA) but communities were responsible for funding a portion.
- The current election equipment in use in Michigan was over 10 years old.
- The city currently had 46 precinct units and 27 ADA units that were required by the State.
- Equipment would be chosen and purchased on a county-by-county basis
- Oakland County intended to purchase equipment in time for communities to use it for the August, 2017 Elections
- It is anticipated that equipment would be purchased out of the FY 2016/2017 CIP. However that could extend to 2017/2018.
- Working with Central Service to plan 2017/2018 (and beyond) for replacement of Electronic Poll Books.

The bidding process was discussed; by law the Oakland County Clerk had the final say. All the voting machines needed to be the same throughout the County.

Discussion included:

- During the last election one precinct had poll book issues, and there was a time in the afternoon when people had to wait in line 30 minutes to an hour.
- Approximately 15,000 of 45,000 ballots cast were absentee ballots.
- The new equipment would probably use some of the same technology being used now, but would offer high-speed options. Again, the County Clerk would make the ultimate decision regarding the equipment purchase.
- There were approximately 61,000 registered voters in Farmington Hills.

TECHNOLOGY/CENTRAL SERVICES

Director of Central Services Monico, GIS Coordinator Malone, and IT Manager Schultz reviewed the accomplishments of the past fiscal year, highlights of which included:

2016/17 Accomplishments:

- Moved Video Division to Costick Center and upgraded video production & editing equipment
- Miscellaneous PC & Notebook Replacements
- Combined card access systems into one database with security based rights.
- Completed digitizing of Assessing & Engineering files.
- Upgraded City Intranet
- Enhanced Public Access to GIS, including an up to the minute snow-plow map
- Improved Phone System Project Update

2017/18 Requests:

- PC & Notebook Replacement (including some electronic poll books) and Network Router Replacement
- Update/Expand GIS access to City Staff & General Public
- Implement Virtual Private Network & Email Archival product

- At the request of the HR Department, implement an Applicant Tracking System
- Digitizing Microfilm, Microfiche and Paper Files, including those belonging to the Police Department. This remained a 5-7 year project.
- Improved Phone System, including security enhancements
- Video Surveillance Equipment for all municipal buildings and areas.
- Implement a new Sustainability Study

The City was in compliance with the website accessibility requirements of Section 508.

Residents could use/were using the website to communicate with the City, including complaints such as potholes, etc.

FIRE DEPARTMENT

Fire Chief Unruh, Deputy Fire Chief Panoushek, and Fire Marshal Olszewski were present on behalf of the Fire Department.

Accomplishments of the 2015-2016 fiscal year:

- Stations #5 and #3 had HVAC units replaced.
- Station #2 completed for 24 hour staffing, including construction of a dormitory and office
- Station #5 and Headquarters received new paint and carpet
- Department was currently bidding out a network of interior station improvements, including the kitchen at Station #4 and a new office at #1
- Six new transporting EMS units were purchased. These were medium size diesel-powered ambulances.
- New Rosenbauer fire engine

2017/2018 requests

- General fire station improvements (\$100,000). Each station would be studied to determine appropriate needs.
- Fire apparatus replacements as shown on page 32-33 of the CIP, including a new ladder truck, replacement vehicle for Medic #4, vehicle refurbishment, and replacement of extrication equipment Ladder #2, and replacement of 2 thermal imaging cameras and 8 multi-gas monitors. The request for staff vehicles (\$76,000) was being withdrawn as this would come from the public safety millage.

The Fire Department had a partnership with State Police for utilization of their drones.

Commissioner Schwartz spoke to the need for the Fire Department to articulate what exactly the general fire station improvements were that were budgeted for \$100,000.

POLICE DEPARTMENT

Police Chief Nebus, Assistant Chief Stasch, Commander Ciaramitaro, and Lieutenant Haupt were present on behalf of the Police Department.

Accomplishments of the 2015-2016 fiscal year:

- Two variable air volume boxes and heat coils installed at the command center. Existing metal

ceiling was replaced with new drop ceiling and new lights.

- New Police and Fire 911 Call Processing Equipment (CPE) installed in order to be compatible with Next Generation 911 Internet Protocol (IP) based emergency systems. This included (a) call routing based on geo location, (b) NexGen 911 data transferring, and (c) IP based interoperability, which would allow use in other locations including Pontiac, West Bloomfield, etc.
- New recording system for all emergency police and fire telephone calls and radio transmissions to and from the 911 center.

2017/2018 Requests:

- Police Department cell plumbing replacement
- Police access control (vehicular parking areas)
- Police Officer in-car/body camera recording system. New technology was available that would allow the Police Department an opportunity to purchase an integrated vehicle and body camera recording system.
- Police and Fire communications section upgrades.
- Complete radio system replacement.
- Police Department master keying.
- Mobile Command Post Vehicle.

There was currently no grant money available for the in-car/body cameras. Forfeiture funds might be available but this was not certain. There was a possibility of a county-wide purchase, which could mean a big cost savings.

Dispatchers answered about 40,000 9-1-1 calls per year. This included calls for Farmington Public Safety and the Franklin/Bingham Farms Police Department.

Both Fire and Police used the Mobile Command Post Vehicle.

Vests were replaced as they expired, and sometimes this was paid for by forfeiture funds. Perhaps funds for this should be included in the CIP.

SIDEWALKS, TRANSPORTATION, SANITARY SEWERS, WATERMAINS, DRAINAGE, DPW EQUIPMENT

Public Services Director Mondora, Engineering Manager Cubera, Assistant to the Director Gushard, DPW Superintendent McCarthy, and Road Supervisor Bryan Pickworth were present on behalf of this presentation.

2016/2017 Accomplishments:

Public Facilities:

- HVAC rooftop unit replacement at several City Facilities.
- Phase 1 of the City's gateway signage replacement along major roadways.

Equipment:

- Mechanical street sweeper replacement.
- Replaced a tandem-axle dump truck including a slip-in salt spreader

Drainage:

- Minnow Pond Drain Crossing on Drake Road.

- Rockdale Culvert Replacement.
- Lamar Culvert Extension.
- Independence Commons Storm Sewer.
- Design of road culvert replacement on Halsted south of Fourteen Mile. This would require raising the road about 1 foot, to the level it was at in 1985. This road flooded 61 days last year, or 1 in 6 days of the calendar year.
- Condition assessment on Brittany Drive culvert, Quaker Valley culvert, and Woodcreek Hills' 5 large culverts.
- Design of Pebblecreek twin 48" culverts and relining of the culvert under Eleven Mile Road, just west of Middlebelt.

Sanitary Sewer:

- Installed sanitary sewer line on Drake Road, at Dewberry.
- Sanitary sewer upgrades.

Water main:

- Design and replacement of 8" water main on Grayling
- Installed new 8" water main on Drake Road between Westwood and just north of Springhill
- Design and replacement of 6" water main on Dresden, 8" water main on Scotten, 8" water main on Willow Avenue loop, and 8" water main extension on List Avenue
- Design of Grand River Homes Phase III water main replacement

Sidewalks:

- Gill Road east side, Colfax to Nine Mile Road
- Design of Middlebelt sidewalk from Ten Mile to North of Moran
- Fourteen Mile Road, south side, from Inkster Road north to just east of Chatsworth
- Drake Road, east side from Muer Cove to Dewberry and in front of 31000 Drake Road
- Design of Eleven Mile Road sidewalk from Orchard Lake Road to Nardin Academy

Transportation:

- Reconstructed Thirteen Mile Road, Haggerty Road to Halsted Road
- Reconstructed Drake Road from Thirteen to Fourteen Mile Road
- Reconstructed Thirteen Mile Road, Farmington Road to Orchard Lake Road
- Reconstructed Gill Road, Eight Mile to Nine Mile Road
- Reconstructed Colfax from Farmington Road to Gill Road
- Road improvement for Independence Commons Subdivision
- Road improvement for Briarhill Subdivision
- Road improvement for Hollywood, Westhill Woods and Tarabusi Grand River Gardens Area Subdivision
- Resurface Inkster Road from Thirteen Mile Road to Fourteen Mile Road
- Upgrade of traffic signal of Thirteen Mile Road at Drake Road
- Upgraded pedestrian signals at Thirteen Mile and Halsted, Nine Mile and Gill Road, and Farmington and Colfax
- Design of road improvement for Country Club Drive
- Design of road improvement for Thirteen Mile, Halsted to Drake Road
- Design of road improvement of Eleven Mile, Orchard Lake Road to Middlebelt
- Design and resurfacing of Drake Road, Twelve Mile Road to Thirteen Mile Road
- 1-275 pavement replacement

Public Facilities 2017/2018 requests

- Continued work on the Gateway Signage at Entrances to the City on Major Roads.

- DPW Make-up Air Unit Replacement
- DPW Interior Surface Maintenance and Restoration
- Salt Storage Dome Re-roof
- Exterior Wayfinding at City Hall Municipal Campus
- City Wide Facility Audit
- All in One printer OCE Colowave 500 42" wide color multifunction wide format system

Discussion was had regarding the completed Thirteen Mile Road project between Farmington Road and Orchard Lake, which was a success in terms of traffic design, but had been a huge inconvenience because it took so long, and even now did not ride like a new road. This was a state project, with little local control. However, Engineering Manager Cubera said he would check to make sure road leveling standards were met.

It was noted that there were no facility budgetary requests after 2018. As this was a six-year plan, projects should be budgeted the full six years out.

DPW Equipment 2017/18 requests

- 2 5-yard dump trucks with slip in V-boxes
- 10-yard hook-loading dump truck with attachments
- Refurbish existing equipment

DPW Equipment requests represented a six-year plan, as indicated on the spreadsheet on page 37.

Drainage 2017/2018 requests

- Items 1-7 on the spreadsheet on page 47 represented annual programs
- New this year was city owned storm water basin maintenance
- Culvert replacements
- Storm modeling and Master Plan Update & Asset Management Plan
- Pebblecreek crossing, Eleven Mile west of Middlebelt. This road would be closed all summer, with plans to open again at Labor Day.
- Items 14-16, representing culvert replacement and drainage repair, involving just the study components for the projects listed, with the greater costs out into the future.
- Lundy 44" by 72" culvert improvement needed to be scheduled because of future road improvement.
- Minnow Pond Drain, Thirteen Mile at Lake Park, probably needed to be completely replaced.

Sanitary Sewers 2017/2018 requests

- Sanitary Sewer Rehabilitation Program
- Wastewater Asset Management Plan
- Thirteen Mile Sanitary Sewer (Marvin to Drake). A SAW (stormwater, asset management and waste water) grant was driving this.
- Evergreen/Farmington LTCAP Upgrade – Eight Mile Road Storage Tank

Water Main 2017/2018 requests

13 projects were listed on the spreadsheet on page 58. The following were on the schedule for this year:

- Grand River Homes. Replace existing 4" & 6" with 8", Phase III
- Grayling, Waldron and Dresden (aka Meadowbrook Heights). Replace existing 4" & 6" with 8".

Regarding lead testing, Director Mondora said there were no known lead service lines in Farmington Hills. Use of lead service lines had stopped prior to the City's infrastructure construction. Homes were tested according to a schedule dictated by the MDEQ; they had now 25 years worth of data. Test results were published in the water quality report mailed to every home.

Discussion was had regarding recent work including lead testing in the Greencastle subdivision.

It was noted that the Water System Fund was in good shape.

Sidewalks 2017/2018 requests

- Sidewalk replacement along major roads including brick paver repair/replace
- Non-motorized Master Plan
- Fourteen Mile, south side, Pear Ridge to Clubhouse
- Eleven Mile Road, south side, Orchard Lake to Middlebelt

There was discussion about a missing section of sidewalk along Orchard Lake Road south of Grand River and also along Grand River Avenue. A new business was being required to put in the sidewalk along Grand River. Sidewalks south of Grand River were often funded via CDBG funds, and priorities were directed by City Council.

Every year \$100,000 was proposed for a non-motorized replacement plan, which was never funded. A comprehensive plan was needed to complete bike lanes, etc., throughout the City.

It was suggested that the map labeled *Sidewalk Locations* be enlarged to 4 pages, each showing a quadrant of the City, with proposed sidewalks and bike paths shown more clearly.

The sidewalks spreadsheet should show city costs spread over the 6 years.

Orchard Lake Road had long stretches south of the freeway without a sidewalk, and people were often forced to walk in the street. This should be moved up in the CIP.

Transportation requests 2017/2018

- Gravel to paved, special assessment Districts
- Local road rehabilitation, Special Assessment Districts
- Tri-Party TBD
- Capital Preventative Maintenance Projects
- Industrial/Commercial Road Rehabilitation Special Assessment Districts
- Eleven Mile Road, Orchard Lake to Middlebelt
- Halsted, I-696 to Twelve Mile

Local roads 2017/2018 requests

- Flemings Roseland Park
- Tarabusi Roseland Gardens
- Old Homestead and Pleasant Valley Farms #1
- Oakland Hills Orchard
- Supervisor's Plate #13 – Sunnydale
- Fendt's Hilldale Subdivision – Bridgeman
- Supervisor's Middlebelt & Ten Mile Road, Plate #2

- Farmington Acres
- Farmington View Sub

Industrial/Commercial roads 2017/2018 requests

- Country Club Corporate Park

Capital Preventive Maintenance 2017/2018 requests

- Drake Road, Grand River to Eleven Mile

Commissioner Schwartz indicated he was ready to make a motion.

MOTION by Schwartz, support by Stimson, to set the Capital Improvements Plan 2017/2018 through 2022/2023 for Public Hearing on March 23, 2017.

Motion carried unanimously.

PUBLIC COMMENT: None

COMMISSIONER'S COMMENTS:

Commissioner Schwartz said that he thought Planning Commission review of the CIP was unnecessary; he knew of other cities that did not go through Planning Commissioner review.

Commissioner Mantey thought the meeting was smooth and well organized.

Commissioner Brickner supported the review of the CIP by the Planning Commission. Part of the Commission's charge was to help plan what went on in the City and this process was helpful in fulfilling that charge.

The February meeting was scheduled for February 16.

ADJOURNMENT:

Seeing that there was no further discussion, Chair Rae-O'Donnell adjourned the meeting at 8:55 p.m.

Respectfully submitted,
Steven J. Stimson
Planning Commission Secretary

/cem