

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION REGULAR MEETING
JANUARY 23, 2014**

The Planning Commission Regular Meeting was called to order by Chair McRae at 7:33 p.m. on January 23, 2014.

Commissioners Present: Blizman, Mantey, McRae, Schwartz, Stimson and Topper

Commissioners Absent: Fleischhacker, Orr and Rae-O'Donnell

Others Present: Assistant City Manager Boyer, Assistant to the City Manager Geinzer, Public Services Director Mekjian, Director of Central Services Lasley, Engineering Manager Cubera, DPW Superintendent McCarthy, Director of Planning and Community Development Gardiner, Special Services Director Schnackel, Fire Chief Bartsch, Deputy Fire Chief Panoushek, Fire Marshal Olszewski, Police Chief Police Chief Nebus and Deputy Police Chief Comini; Karen Mondora, Assistant to the Director of Public Services, Staff Planner Stec; and Susan Roble, Planning Consultant

APPROVAL OF AGENDA

MOTION by Topper, support by Stimson, to approve the agenda as published.

MOTION carried unanimously.

REGULAR MEETING

A. CAPITAL IMPROVEMENTS PLAN 2014-2015 THROUGH 2019-2020

Director Gardiner said the staff was pleased to present the draft of the Capital Improvements Plan (CIP) for 2014-2015 through 2019-2020. Mr. Gardiner explained that the Capital Improvements Plan was not a promise of funding, but the guiding document for capital improvements and purchases; and is a way to annually track, list, and re-evaluate any capital expenses over \$25,000. The Planning Commission prioritizes these projects during study sessions, and the Capital Improvements Plan is then formally reviewed at a Public Hearing. The City Council then uses this document for budgeting purposes.

Director Gardiner introduced the various members of staff present to help assist the Planning Commission in their review of the CIP document. Mr. Gardiner said the purpose of this meeting was to prepare the document and to set for the Public Hearing on March 20, 2014.

PUBLIC FACILITIES

Assistant to the City Manager Geinzer provided the following information:

Energy and Environmental Sustainability Investments

Numerous opportunities remain throughout City facilities to decrease energy use, deploy renewable energy and implement other energy and environmental initiatives. Investing in sustainability reduces city operating costs and hedges against the rising cost of energy. In most cases, investments in energy efficiency can have a positive impact on operation and maintenance budgets allowing funds to be redeployed to other priorities. Projects to be targeted as Energy and Environmental Sustainability Funds or grants allow include:

- Lighting Upgrades: Various Locations
- Energy Efficiency Upgrades (Non-Lighting): Various Locations
- LED Parking Lot Light Retrofits: Various Locations.
- Building Envelope Improvements: Various Locations.
- Fleet Average MPG Improvements
- Alternative Fueled Vehicles and Infrastructure Deployment (Charging Stations): Municipal Complex, Costick Center, Golf Course and Heritage Park.

Mr. Geinzer spoke about the creation of a self-funding mechanism to reinvest funds into future energy projects. He recalled last year's efforts relative to lighting and retrofit. He explained this year's smaller projects (purchase of thermal imaging camera; investments at Longacre House to improve air conditioning system for more capacity and efficiency; replacement bulbs with LED option; alternative fueled vehicle options, possible retrofit and conversions. He said they look forward to costs declining with these investments.

Discussion took place regarding rerouting money back into the fund. Each Department has an account within the mechanism to track spending. Mr. Geinzer stated that including this was for awareness and projects could meet or exceed the \$25,000 threshold. Discussion ensued regarding the 1.5 year return on investment on lighting. In years unspent, the money is carried over; also increasing energy efficiency options are put into bids to augment existing improvements.

Discussion took place regarding the acoustics in the Council Chambers. Commissioner Blizman said it was difficult to hear in that room. Mr. Geinzer said much had to do with microphone use and how voices carry; and there were no funds set aside to make improvements in that area. Director Lasley spoke about the challenges and said they will continue to look at options.

Barrier Free (ADA) Improvements

The City conducted a survey of architectural barriers in its buildings, facilities, and parks in the spring and summer of 2008. The survey identified physical barriers in City buildings, facilities, and parks built prior to 1992 based on Michigan Barrier Free Design standards. Recognizing that the City has limited funds and cannot immediately make all buildings, facilities, and parks fully accessible, the City has prioritized barriers based on a barrier's level of impact on a person's ability to access City facilities and/or programs.

Mr. Geinzer said this was also an area where collectively they were budgeting for projects to continue to improve building accessibility. He said last year the Fire Department used it to replace some rugs that were not in compliance. The larger project this year is Entrance A at the Costick Center (the main lobby entrance) which needs improvements. Mr. Geinzer said this provides a reliable source of funding for higher priority projects; and Parks and the Fire Department have the greatest needs.

It was stated that these items appeared to be on-going in terms of need.

TECHNOLOGY

Director Lasley referred to the document relative to the digitizing of microfiche and microfilm. The Department of Public Services has thousands of record drawings on microfiche and microfilm. These images contain decades of irreplaceable information on commercial and residential developments as well as municipal projects. They contain detailed information on the City's water, sewer, storm drainage systems, and road system. The City's microfilm and microfiche reader is over 20 years old, is no longer serviceable, and therefore, obsolete. Funding from this effort would be used to convert all existing microfiche and microfilm information into digital images. These images will then become easily accessible through the City's Laserfiche system, further leveraging the City's investment in the Laserfiche system, as well as improving employee efficiency when looking for this record information.

During FY 2013/14 the following upgrades were completed;

- Desktop PC's and software were upgraded to MS Windows 7 as support for MS XP ends in April 2014.
- eDirectory was replaced with Active Directory to allow for single sign in to the network and associated software products.
- Eden Financial ERP system was updated to paperless payroll. All employees are now receiving paperless paychecks and direct deposit.
- A final software solution was chosen for enterprise wide employee scheduling and time collection.
- Although funded through a state grant called the Economic Vitality and Incentive Program (EVIP), Central Service staff began supporting the City of Farmington network and completed the integration of their network onto the City of Farmington WAN.

Mr. Lasley spoke about the partnering project with the City of Farmington; and that the project will move Farmington Hills' network infrastructure (from Novell's e-directory to a Microsoft product) to an active directory. He emphasized the efficiency gained, such as helping with administration duties such as logging in once a day to multiple applications, rather than logging in individually to multiple applications throughout the workday.

Mr. Lasley discussed the need for long term solutions to the increasing need for storage. He spoke about a solution with a fairly short payback. He spoke about the increased fiber optic speed to outside buildings at a savings to the City. Two software upgrades are scheduled for this year that will facilitate looking at tablet type application for staff to use in the field; as well as a scheduling software package which is a complex undertaking, approved by City Council, for both scheduling and time management for all employees.

Discussion took place regarding the significant savings gained in terms of staff time and money with the implementation of the cloud-based scheduling software that can be remotely accessed off-site. Discussion took place regarding minimum manning.

Discussion ensued regarding the total project cost that is borne by the City of Farmington to integrate WANS; and Farmington Hills demonstrates community cooperation in terms of State requirements for the EVIP grant award and State-shared revenues. Farmington Hills will bear their portion of the funding.

Discussion took place regarding the compatibility of Microsoft Windows and XP products; and the desire for Farmington Hills to move from Novell to an active directory.

Mr. Lasley responded to the Commission relative to the class sign-up at Special Services. He acknowledged that the registration interface presented user challenges and was fully implemented. He explained that the software required a user to first create a household number.

PARKS & RECREATION

Special Services Director Schnackel said they continue to work closely with IT to improve registration; and concerns have been voiced to the software company, to consider this in terms of future upgrades. She said the creation during initial registration of a household number is for proof of residency, and to ensure proper registration for age-appropriateness as children are signed up for classes. She said over 30% of registration was done on-line last year; it is convenient, and they continue to focus upon improvements.

Ms. Schnackel reviewed these accomplishments:

- Baseball and soccer field improvements including infield materials, fence repairs, grading, and soil and seeding at various baseball and soccer fields.
- Purchased one Work Van replacement.
- Installed Fishing Pier at Founder's Park, funded by Bosch Community Fund.
- Replaced Entry Door A at the Costick Activities Center, funded through ADA Capital Improvement.
- Completed Boardwalk Project at Heritage Park, funded through the Suburban Collection Wetland Mitigation Project.
- Resurfaced cart paths (front 9 holes) at the Farmington Hills Golf Course, funded through Brownfield Redevelopment Authority.

Ms. Schnackel spoke about the following:

PROPOSED PARKS AND RECREATION PROJECTS

- 1 Maintenance Equipment and Operations
Funds are being provided on an annual basis for equipment and general facility upkeep to maintain the expanded infrastructure that has been created.
- 2 Heritage Park Historic Buildings
Improvements and upkeep will continue on the Historic Building in Heritage Park including the Stables, Barn, Spicer House, Caretaker's House, Day Camp Building and the Longacre House.
- 3 Facility/Parks Parking Lot Improvements-Heritage Park Entry Road
Matching grant opportunities may be available for the following projects through the Michigan Natural Resources Trust Fund (MNRTF) and/or the Land and Water Conservation Fund (LWCF).
 - 2014/15 Heritage Park – Entry Road

Ms. Schnackel pointed out this item would be in conjunction with the DPW, in anticipation of the total reconstruction of Farmington Road between 10 and 12 Mile Roads. She discussed the eligibility for matching grants, and the five-year Parks and Recreation Master Plan.

- 4 Facility/Parks Parking Lot Improvements-Costick C Lot
Matching grant opportunities may be available for the following projects through the Michigan Natural Resources Trust Fund (MNRTF) and/or the Land and Water Conservation Fund (LWCF).
 - 2015/16 Costick Center - C parking lot

- 5 Facility/Parks Parking Lot Improvements-Founders Park
Matching grant opportunities may be available for the following projects through the Michigan Natural Resources Trust Fund (MNRTF) and/or the Land and Water Conservation Fund (LWCF).
 - 2016/17 Founder's Park – Soccer side parking lots – pave, add lights, and modern restroom/concession facility to enhance comfort, safety and security
- 6 Founders Park Turn-Lane Improvement

The westerly drive into Founders Park cannot accommodate heavy traffic. A right-turn lane is proposed.
- 7 Acquisition of Park Land

Various parcels of land could be purchased for parks and/or recreation opportunities, particularly in the northwest and southeast quadrants of the City.
- 8 Costick Center Pool and Performing Arts Space

A multi-purpose space will be added to the existing facility to house the City's theatre programs, concerts, dances, programs, and special events. Improvements and expansion of the Costick Center Pool will include locker room renovations, mechanical upgrades, a zero-depth entry pool and other water features.

Discussion ensued regarding the paving of the existing gravel parking lot at Founders Park on the soccer side; which will facilitate the needed inclusion of modern restroom facilities, and to help to mitigate the flow of people as they walk, drive, and skateboard in the area. Ms. Schnackel said they would explore the opportunity for increased permeable surfaces with the subject surfacing projects.

Discussion took place regarding the Parks and Recreation millage. Ms. Schnackel said the Department was always looking for parkland; that there were not enough sports fields; and funding was an issue. She said the money earned off the interest from the tax base from the 2008 millage was significantly less, but they were maintaining.

Discussion ensued regarding the millage; parkland acquisition; inflation; the Grand River Corridor Improvement plan, and options for the odd triangle of land at Orchard Lake Road and M-5.

Commissioner Blizman mentioned the lists of goals stated when the Parks millage was going on. In light of that, he asked how more funding could be requested for driveway repair.

Ms. Schnackel said the Department has accomplished about 90% of their goals, but the proposed projects were items that were not identified at the time of the millage.

Discussion took place regarding the Costick Center improvements. Ms. Schnackel pointed out that the Center was built in 1965, and recent surveys showed that the community sees the Costick Center as a focal point within the community and is worth preserving. She said a mini Master Plan may be needed to help identify things that can be phased in, yet work within the same structure.

Fire Department

Fire Chief Bartsch was present with Deputy Chief Panoushek and Fire Marshal Olszewski. Fire Chief Bartsch addressed the Planning Commission. He spoke about fire apparatus and facilities and provided an understanding of the reasons for the Fire Department's requests.

Chief Bartsch explained the basic operations of the Fire Department, and stated that the Fire Department utilizes a combination of full-time and call-back personnel to provide Advanced Life Support (ALS), rescue and fire suppression services out of five fire stations located strategically throughout the City. He said that because of the paid on-call system, the Fire Department requires minitor devices to alert responders in a timely manner. He noted that the Fire Department provided emergency medical services, EMS transport to the area hospital, and generates significant revenue to the City; in addition to responding to fires, citizen assists, fire prevention activities, business and public education needs of the community.

Chief Bartsch said there are five stations in the city; the station located on the municipal campus operates round the clock; and the other four stations operate Monday through Friday, excluding holidays. He said on January 1, 2014, staffing began with two paid-on-call employees at each of the two stations at the west end of the city (one at Nine Mile and Drake Roads; and another at Twelve Mile and Drake Roads) from 6

p.m. till midnight; and on weekends from 7:30 a.m. until till midnight. He noted that run volumes decline after midnight.

Discussion took place regarding the staffing model at the Fire Department.

Fire Chief Bartsch spoke about Farmington Hills' participation as one of 20 communities included in the Western Wayne County Mutual Aid Association. He said several people from each community come together to form a hazardous materials response team. He described the formation of the Urban Search and Rescue, and the Rope Rescue unit formed in 2006; and this team effort specializes in confined spaces rescues. He said because of involvements with these associations, Farmington Hills benefits from several million dollars' worth of equipment that they have not had to put forth. Chief Bartsch emphasized that the Fire Department was always looking for ways to save money and provide efficient service.

Chief Bartsch spoke about the increase in incident volume; the partnership with Community Emergency Medical Service; and different types of calls and service provided by the Fire Department. He said in 2013, they responded to 8,539 runs, which was a 6.7% increase from the previous year. He noted the yearly increase was about 5% each year. He said it was a substantial increase, and there are many factors and expenses that go into this.

Discussion took place regarding the increased need for response due to the aging population, increased amounts of traffic, and the aging of buildings and housing in the community.

Chief Bartsch noted accomplishments related to Fire Station #1, such as the generator replacement (all bids in and being reviewed for selection); they roof replacement and parking lot replacement scheduled for the upcoming spring.

Chief Bartsch said turnout gear was purchased during the fiscal year 2006/2007, with a life-expectancy of seven years. The replacement of turnout gear is reflected in the 2013/2014 fiscal year. He said more sets of gear were needed because of the 12 recruits in the Fire Academy. He said the gear must be custom fit to some extent, and he did not want to buy the gear until the recruits graduate the academy.

Chief Bartsch said all the extrication equipment has been purchased and training was on-going with it; and the Department came in over \$5,000 under budget with that. The Medic purchase was set to go before City Council; and the Department was waiting for the software purchase for the field-based medical reporting; then computer purchases would follow to be compatible with the software.

Chief Bartsch explained that Fire stations 1, 2, 4, and 5 are in need of a network of interior improvements. These stations are all over 15 years old. Currently, various cabinets, countertops, carpet and furnishings are in need of repair/replacement. Additionally some wall modifications are necessary to create an office for the on-duty Battalion Chief. This is reflected in 2014/2015. Interior modifications to a station to accommodate a 24 hour operation are reflected in 2015/2016. The concrete aprons and driveways at Fire Stations 1, 2 and 4 have been patched multiple times by DPW. These are continuously evaluated and will need replacing in the future.

Fire Apparatus Purchases

Chief Bartsch said a fire engine was being requested. He explained how the Fire Department works with the DPW maintenance staff to provide vital input on the replacement of fleet vehicles. He said the Fire Department rotates vehicles based on use. Station 5 responds on all incidents throughout the community during nights, weekends and holidays. Therefore, acquisition of new apparatus is assigned to station 5 and the older vehicle is rotated to one of the satellite stations. This has proven very beneficial to extend vehicle life. Fiscal year 2014/2015 reflects the purchase of a replacement engine for Station 1. Station 5 will receive this Engine and the current Engine 5 will become Engine 1.

Chief Bartsch said each of the fire stations has a breathing air compressor/cascade system to refill the self-contained breathing apparatus that are worn during fires and other hazardous atmospheres. The breathing air system at fire station 4 is currently non-operational and needs replacement. This is reflected in 2014/2015.

Discussion took place regarding changes in response time due to budgetary changes. Chief Bartsch said that because of the staffing at the west end of the community, response time was improved. The average response time is 6.2 minutes for priority one medical runs. Discussion ensued regarding emergency runs to senior citizen facilities.

POLICE DEPARTMENT

Police Chief Nebus was present with Deputy Chief Comini. Chief Nebus noted that the Police Department was busy with building improvements, and were into phase two of the three-phase renovation program.

Deputy Chief Comini reviewed accomplishments and on-going renovations. He noted the replacement of the limestone being replaced on the front of the building; along with the creation of a new roll call common room where the garage was located. He said the program would conclude this spring. He explained that they no longer have an in-house mechanic, but rely on the DPW mechanics to service their vehicles. The available garage area made space for the roll call room, which then placed personnel more efficiently next to their police vehicles on the west side of the buildings. In conjunction, the armory was relocated to the first floor for increased efficiency during shift changes. He said the space would allow for use by community groups; and it was funded in part through Capital Improvements Plan funds; as well as some operating Department funds and some forfeiture funds. The project began in June of 2013 and would conclude this spring.

Deputy Chief Comini discussed the replacement of the Police Department issued side arms, which had reached their recommended replacement period, with an updated model. This project included the necessary replacement of additional magazines, leather gear, tactical lights, the training of personnel in the new firearm and of in-house armorers. Some off-set costs will be recouped through the vendor when the old handguns get turned in. Necessary training ammunition was provided through the fund as well.

Discussion took place regarding ammunition purchases and supply.

Chief Nebus discussed the Police Building Interior Updates. The long term planned updating of necessary physical building features will continue during the 2014-2015 fiscal year. In the coming year, south entryway and stairwell will be updated and refinished. This area has not been updated since original construction. This three story atrium/stairwell will serve as a secondary employee entryway to the building, with the completion of the community room and new entryway on the west side of the building. Additional plans include updating the second floor restrooms of the police building. With the exception of the locker room facilities, these are the only remaining restrooms that have not been updated. The restroom updating will be funding dependent. Any required ADA updating to these areas of the building will be addressed as part of these projects.

Regarding the Police parking lot improvement, Chief Nebus said the west parking lot directly adjacent to the police building is in a state of deterioration and requires replacement/resurfacing. This project will provide for drainage improvements and repair of surrounding walkway surfaces.

Regarding the Police Building Locker Rooms Renovation, Chief Nebus said the locker rooms have not been updated since the construction of the building in 1986. The two rooms are extremely outdated and in obvious need of upgrading. Long term plans are for updating these rooms to include the lavatory, sink and shower facilities, lockers and other areas as necessary. This project will provide for the opportunity to ensure ADA compliance and is not being planned until the fiscal year 2014-2015.

Regarding the Police Long Gun Replacement, Chief Nebus said during 2011, the Police Department revised its weapons inventory moving away from shotguns to a patrol rifle platform as the standard deployed long gun. As part of this shift, departmental policy was updated to require mandatory carry of long guns by deployed patrol officers. The Department's current inventory of 30 long guns, which range in age from 9 to 14 years, is now showing signs of excessive wear. As part of the replacement and updating of these weapons, the department will standardize each long gun for consistency of maintenance and training.

Chief Nebus explained the Police/Fire Communications Emergency Medical Dispatch Hardware/Software Upgrade. He said the Emergency Medical Dispatch (EMD) refers to a system that enhances services provided by Public Safety Answering Point (PSAP) call takers. It does so by allowing the call taker to quickly narrow down the caller's type of medical or trauma situation, so as to better dispatch emergency services, and provide quality instruction to the caller before help arrives. Since initiating EMD, the department has utilized the manual flip style cards as its means to provide service and train its dispatchers. Current industry technologies now integrate EMD protocols with critical computer technologies utilized in the 9-1-1 center. Migration to this updated technology will serve several essential purposes including increasing the collection of critical medical information from callers and efficient data entry for the proper dispatching of medical personnel. It will additionally aid in the reduction of human error factors (medical situation questioning) and increase training effectiveness.

Chief Nebus discussed the Police Officer Body Armor Replacement. Purchased in 2011, the body armor issued to all sworn members of the Police Department will reach its "end of life" in 2016 and will be in need of replacement. The total project price in 2011 was just over \$75,000. Replacement cost of the

existing armor will likely range between \$75,000 and \$90,000. Supplemental funding and/or reimbursement may be available through the bullet proof vest grant program application process.

Chief Nebus spoke about the Complete Radio System Replacement. As the existing mobile and portable radio equipment will not be County supported after December 31, 2017, the system, in its entirety will be in need of replacement. While Oakland County has expressed intent to develop financial plans to ensure funding availability, the County has made notification that local governments should plan for funding responsibility for this project. Chief Nebus spoke about gaining systems, and emphasized the need to plan for future obsolescence.

A recess was taken from 9:00 p.m. until 9:05 p.m.

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

Public Services Director Mekjian was present, along with Engineering Manager Cubera, DPW Superintendent McCarthy and Karen Mondora, Assistant to the Director of Public Services.

Mr. Mekjian said following last year's discussion regarding how sidewalks are prioritized, the Department has prepared a process in spread sheet format of all sidewalks currently in the CIP. A scoring process was utilized based upon factors such as bicycle and pedestrian accidents and safety; traffic counts; access to public and private schools, city parks, library, City facilities; and also connectivity to neighboring sidewalks, place of worship, population served (whether it complete a segment); areas of considerable public interest in a particular missing segment; concluding with totals.

Mr. Mekjian referred to the next sheet that included factors such as fundability, ease of construction, right-of-way availability, other funding sources, opposite side sidewalks or pathways, potential for private development; concluding with totals. He said data from the two sheets were calculated for an overall ranking and prioritization; and this was reviewed by the administration.

Commissioner Schwartz said this process was a logical point system and it would make sense in terms of how to logically serve the most people. He said he felt this was a discussion topic for the Planning Commission in terms of land use.

Discussion took place regarding why sidewalks were not listed under transportation. Mr. Mekjian said it had a lot to do with funding sources, and it was all integrated.

Mr. Mekjian commented about how this new criteria program changed their view of last year's and this year's sidewalk schedule. He said several items were re-prioritized, and he identified a large gap between Drake and Farmington Roads as the highest point getter to be completed this year. He noted that in 2015 and 2016, they will be doing the west side of Middlebelt between 10 and 12 Mile Roads; and two pieces on the west side of Halsted Road and Nine Mile from River Bend to Windwood and from Nine Mile to Windwood, city right-of-way only.

Chair McRae noted that resident Natalie Lowenfeld was present regarding those two items; and she submitted a letter on behalf of Farmington Square subdivision (northwest corner of Nine Mile and Halsted Roads). He said they hope to decommission their sidewalk on private property and coordinate it with a replacement in conjunction with those two projects. He noted that this was now scheduled for the following year; and asked if there was a desire to leave it unchanged or move it forward on the schedule.

Commissioner Schwartz noted that there is a sidewalk across the street in West Bloomfield. He said he thought the criteria process should be followed.

Ms. Lowenfeld thanked the Planning Commission.

The Planning Commission agreed to place the project into the slot for 2015/2016 on the schedule. It was clarified that the project would go toward the road, they would protect as many trees as possible, and that subdivision was in a subdivision open space plan.

Discussion took place regarding what changed relative to the subject area and sidewalk. Director Gardiner spoke about the history and said the sidewalk and open space path were combined as one.

Discussion ensued regarding the subject path and funding for open space.

Commissioner Blizman said he recalled open space plans; and that the path was supposed to serve the subdivision, not the general public. He inquired about the plan regarding the areas of Inkster Road (by Nine Mile to Eleven Mile, but no connection from Inkster to I-696 to Eleven Mile.) He said he did not see a sidewalk between Eleven Mile and Twelve Mile Roads; but it should be there. Discussion took place regarding this area.

Mr. Cubera spoke about requests from the City Manager's office, residents, and associations like the Industrial Park. He said perhaps the request was not received; and that this request would be added to the list.

Mr. Mekjian said last year the non-motorized Master Plan was included in the Capital Improvements Plan; it was not successful in terms of funding; and it was place in the CIP plan again for this year.

It was clarified that the non-motorized Master Plan should be included along with a description in the Public Facilities category.

Commissioner Mantey pointed out that the need to include on the map the pedestrian bridge across I-696 that links to Harrison; and from there to 12 Mile Road. He said it linked to the area of West Meade.

Chair McRae clarified that it was legal to ride a bicycle on a sidewalk; and that the bike path system map and the sidewalk map seemed somewhat interchangeable.

Discussion took place regarding the following:

- Design parameters (sidewalks 5 feet wide; non-motorized paths are at least 8 feet wide)
- The Grand River Corridor plan and improvements near Botsford Hospital eligible for different funding sources
- Key principles to make the area more walkable with sidewalk into the neighborhood
- Adding a line item for the Grand River Corridor Improvement area adjacent sidewalks (future)
- The area of Old Town area and whether sidewalks were included
- Sidewalks were completed to the Jon Grant Community Center with the park, and was tied to a water main replacement program

Chair McRae confirmed that the Planning Commission was in support of the new point system relative to sidewalk prioritization.

Transportation

Mr. Mekjian spoke about the 23 proposed transportation projects listed on the CIP plan. He focused on the following projects:

Gravel to Paved Local Road Paving, Special Assessment Districts: Funds are recommended each year in the CIP to encourage residents to improve their areas by initiating road improvement projects with the use of a special assessment district. The City has participated up to the maximum 20% allowed by charter. The cost shown represents an ongoing program to pave some local roads each year. Mr. Cubera said a proposal and estimates have been provided to the business park areas for the upgrade of their roads; and the residents are discussing it internally.

Mr. Cubera spoke about the following:

- Northwestern Connector Phase 1 (remainder) detailed on the CIP document. He said discussion regarding right-of-way acquisition is delaying the bid. It may become a split season construction and staff is currently discussing alternative and/or actions necessary to complete the proposed project.
- The Tri-Party program to provide one-third funding from each of the following: City, Road Commission for Oakland County, Oakland County Board of Commissioners. Requirements are that the work be on a County road. 2013 2014 work includes adding a right-turn lane on Middlebelt Road near Hillel Day School (north of Northwestern Highway).
- Farmington/Colfax Intersection – Reconstruct Crosswalks: Upgrade pedestrian traffic signals and bring up to current ADA standards.
- Several projects were completed last year or are in the process of completion.
- Projects out to bid are: Farmington Road, Eleven Mile to Twelve Mile – Reconstruct—which will include bypass lanes for Harlan, Quaker Valley and Biddestone; Farmington Road, Ten Mile to Eleven Mile – Reconstruction of this mile of roadway; and Ten Mile Road, Orchard Lake to Farmington – Reconstruction of this mile of roadway.

Discussion took place regarding the following:

- The funding and economics of doing two roads at one time.

- Road condition along 12 Mile Road between Inkster and Middlebelt, no decision has been made with the Road Commission for Oakland County.
- Ten Mile/Grand River/M-5 Phase Two project and long term plan with MDOT
- Educating residents about bike lane use; MDOT to provide documentation, Mr. Mekjian to follow up and place informational pamphlet on the City's website.
- Road conditions and snow removal in Farmington Hills (good) compared to Livonia (not so good).
- Deteriorating Road conditions along 14 Mile Road between Farmington and Orchard Lake Road

Sanitary Sewers and Water Mains

Mr. Mekjian spoke about the following proposed sanitary sewer projects:

- Sanitary Sewer Rehabilitation Program
- Evergreen/Farmington LTCAP Upgrade – Middlebelt Transport and Storage Tunnel and Utley Area Sanitary Sewer (a large transport and storage tunnel from I-696 to 13 Mile Road to collect sanitary sewer overflows to prevent it from going into the river; project will greatly disrupt the corridor for about a year, resulting in a total closure by Pebble Creek Crossing; it will save 85 trees if the road is closed; it will take about four months, and extends up to Keego Harbor.

Ms. Mondora spoke about the Wastewater Asset Management Plan. The State of Michigan recently made \$450 million dollars available to communities to assist them in addressing storm water and wastewater issues. Each community may request \$4 million dollars. If successful in obtaining grant dollars, the first million dollars is provided at 90/10 match and the second million dollars is provided at a 75/25 match. This funding will be used, in part, to develop an asset management plan, asset criticality and risk assessment; and life cycle cost analysis. A lottery system in February will determine funding and whether it will be this year or in 2015/2016.

Mr. Mekjian spoke about how the above project related to the first project; and that it would augment and accelerate the program, determine problem areas, and the footing drains are tied in to the sanitary leads. He said the LT cap meant 'long term corrective action plan' and it involved 25 projects and 15 communities. He said it was a bonded, 30 year note to support the debt retirement.

Water Mains

Mr. Mekjian spoke about the 10 proposed projects listed on the CIP plan. He focused on the following projects:

- Miscellaneous upgrades to the Water System—These improvements are a result of the ongoing operation and maintenance efforts that may arise during any given fiscal year. They will be evaluated based on deficiencies in flow, pressure, or firefighting needs.
- Grand River Homes, replace existing 4" & 6" with 8" –The neighborhood west of Middlebelt Road and south of Nine Mile Road. The project also includes replacement of water mains in commercial areas adjacent to Grand River. There are frequent water main breaks in the area. The existing 4" and 6" water main that is located in rear yard would be replaced with 8" water main in the public road right-of-way to improve system reliability and ease of maintenance. Replacing the existing 4" and 6" water main with new improved 8" water main (8" is the smallest size that can be installed under current standards), will also improve fire protection in this area.

Mr. Cubera spoke in detail about this large project; most of the three year project takes place in residential back yards, construction to begin this summer, also requires re-servicing these houses to the front of the house. He said the rest of the projects on the list are identified as 2, 3, and 4, in the list of break history and but the list could change due to the weather.

Regarding the work along 13 Mile and Drake, Mr. Mekjian said the water tower has been completed, and it was one portion of the project; that includes the retro fit of five pressure reducing valves some new water main work, one of which is the 13 Mile Road project. He said there have been some problems and some sections need to be re-done. A key location is the large pit on 14 Mile Road, south of Halsted Road where most metering will be done.

Discussion took place regarding the water tower, how it works, and how it can help to reduce water rates by drawing at off-peak time.

Drainage

Ms. Mondora referred to the 19 proposed drainage projects shown on the CIP document. She explained the following:

- Storm Water Pollution Prevention Initiative (SWPPI)

- Storm Water GIS
- IDEP Elimination Program
- Miscellaneous Drain Construction (Involves construction of storage facilities, pipe and culvert enclosures and channel improvements throughout most of the drainage districts in the City; also includes projects that are necessitated from inspection programs.
- Open Channel Maintenance Program
- Storm Modeling and Master Plan Update & Asset Management Plan (The State of Michigan recently made \$450 million dollars available to communities to assist them in addressing storm water and wastewater issues and construct improvements. Each community may request \$2 million dollars. If successful in obtaining grant dollars the first million dollars is provided at 90/10 match and the second million dollars is provided at a 75/25 match. This funding will be used, in part, to update the City's Master Storm Drainage Plan adopted by the City in 1986 to incorporate modern storm water best management practices involving quantity, quality, and sustainability techniques. In addition, the monies will be used to develop an asset management program so that the City can more strategically fund and schedule storm drainage improvements.)
- Projects 7, 8 and 9 were completed

Discussion took place regarding small site plans that are required to maintain their detention pond; and funding for inspections.

Mr. Mekjian said there was no proactive program to inspect private detention basins. He spoke about the process of basin maintenance; that they get one free flush; the funding they seek is to get in and look at the basins and do an asset inventory and condition assessment. He said most agreements after 1988 indicate the responsibility is with the homeowner's association, or whoever was involved. The question is what to do with those prior to 1988. Mr. Cubera said these types of situations would probably be increasing.

Director Gardiner stated that this policy tends to create challenges for the Planning Commission when they look to approve these site plans.

Discussion ensued regarding the subject situation and it was clarified that it was another tool to try to encourage them to maintain the system as opposed to having to clean it out.

DPW Superintendent McCarthy said when most of these detention areas fail, they tend to back up on the responsible party; and it does not flood the downstream, but the upstream.

Discussion took place regarding why the Planning Commission was supposed to enforce requirements by the Engineering Department.

Facilities

It was clarified that Mr. Geinzer addressed ADA barriers; and Mr. Lasley discussed digitizing microfiche.

Mr. McCarthy discussed the DPW Salt Brine Manufacturing System Upgrade. He explained that a key factor in the City's nationally recognized Winter Maintenance Program is the use of liquids, specifically salt brine and additives. As the use of these liquids has increased, the manufacturing and storage needs have also grown. Liquids are now used for pretreatment of roads (anti-icing), pre-wetting of rock salt as it is applied, and as direct application (DLA) of salt brine on icy roads in lieu of rock salt. The current brine manufacturing equipment can produce 800 gallons per hour and requires constant monitoring during the process. The anti-icing operation for the 58 miles of the City's major roads network requires 9,000 gallons per application. Currently it takes over 11 hours to produce this quantity. Above and beyond this demand is the need for brine used for pre-wetting salt on each truck, and anti-icing operations at the fire stations, City Hall, and other City facilities. The proposed equipment purchase would produce 4,000 gallons per hour (five times that of our current equipment) and be automated, minimizing staff time during brine production. This equipment will also allow brine production to continue concurrently with truck and equipment filling, which currently cannot occur.

Commissioner Schwartz noted that Wisconsin was using residue from cheese factories to use on their roads. Mr. McCarthy said that was similar to the use of sugar beet by product, as it is the carbohydrates that mix with the salt brine to keep the road surface soft so it can be scraped off. He said it is better environmentally, and that total salt use is down by a third.

DPW Equipment

Mr. McCarthy said they would like to replace two 2002 vehicles (a five and a ten yard dump truck) with salt spreaders. He said it is a dump truck with a slip-in V-box unit for spreading salt. One is a single axle and the other is a double axle. He said they also want to replace the following:

- Mechanical Street Sweeper-Replacement (\$260,000)
- Stake Truck-Replacement (\$65,000) (looking at a hook load system instead)
- Refurbish Equipment (\$50,000)

Discussion took place regarding DPW equipment, and that several vehicles were out of commission at this time, awaiting repair.

MOTION by Topper, support by Blizman, to set the Capital Improvements Plan 2014-2015 through 2019-2020 for a public hearing on March 20th, 2014.

Motion carried unanimously.

PUBLIC COMMENTS

None.

COMMISSIONER'S COMMENTS

Commissioner Schwartz said he sent an email to Director Gardiner and Planner Stec requesting that the City Attorney review the CIP process. He said the Planning Commission was not a budget review commission.

Commissioner Schwartz spoke about the recent Corridor Improvement Authority meeting wherein the Farmington Hills Corridor Improvement Authority recommended the staff recommendation to hire OHM to do additional work to create estimates for possible projects. He said the City Attorney said staff could not do that. He said there were three bids, one from Clearzoing, one from OHM, and another from HRC. He said he argued that there was a vast difference between Clearzoning and OHM; and the difference in cost would be made up in quality. He said they gave conditional approval for Clearzoning developing and planning projects and associated estimates.

A video was shown of the recent construction of the water tower.

Adjourn. 10:40 p.m.

ADJOURNMENT

There being no further comments, Vice Chair McRae adjourned the meeting at 10:45 p.m.

Respectfully submitted,

Beth Rae-O'Donnell
Planning Commission Secretary

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