

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION REGULAR MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
JANUARY 28, 2021, 6:30 P.M.**

CALL MEETING TO ORDER

The Planning Commission Regular Meeting was held electronically as authorized under the Open Meetings Act, MCL 15.261, *ET SEQ.*, as amended, and called to order by Chair Stimson at 6:30 p.m. Commission members were asked to state their name and location, as to where they were attending the electronic meeting.

ROLL CALL

Commissioners Present: Brickner, City of Farmington Hills, Oakland County, Michigan
Countegan, City of Farmington Hills, Oakland County, Michigan
Mantey, City of Farmington Hills, Oakland County, Michigan
Orr, City of Farmington Hills, Oakland County, Michigan
Schwartz, City of Farmington Hills, Oakland County, Michigan
Stimson, City of Farmington Hills, Oakland County, Michigan
Trafellet, City of Farmington Hills, Oakland County, Michigan
Turner, City of Farmington Hills, Oakland County, Michigan

Commissioners Absent: None
One vacancy

Others Present: City Planner Stec; Central Services Director Monico; Police Chief King and Assistant Chief Bonnie Unruh; Fire Chief Unruh, Deputy Fire Chief Olszewski and Fire Marshal Baloga; Special Services Director Schnackel; Public Services Director Mondora and DPW Superintendent McCarthy

APPROVAL OF AGENDA

MOTION by Brickner, support by Turner, to approve the agenda as submitted.

Roll call vote:

| | |
|--------------|--|
| Yeas: | Brickner, Countegan, Mantey, Orr, Schwartz, Stimson, Trafellet, Turner |
| Nays: | None |
| Absent: | None |
| Abstentions: | None |

MOTION carried 8-0.

REGULAR MEETING:

A. CAPITAL IMPROVEMENTS PLAN 2021 – 2022 THROUGH 2026 – 2027

The Capital Improvements Plan is a strategic planning tool for the City's capital needs over a 5 year period. It is not a budget, but rather is a comprehensive document that includes the major programs and projects the

various departments would like to accomplish over the next five years. The CIP is updated annually and is provided to City Council to use as a guide during the budget process.

DISCUSSION:

TECHNOLOGY/CENTRAL SERVICES

Director of Central Services Director Monico was present on behalf of the Central Services Department.

2020/2021 Accomplishments included:

- Miscellaneous PC and notebook replacements
- Continued roll-out of Virtual Desktop (VDI) devices
- Improved and secured connectivity building to building
- Installed new network electronics infrastructure (wired and wireless)
- Installed City core and data center aggregation switch equipment
- Installed new Phone System throughout City Facilities
- Hawk Projects:
 - 245,000 square foot building updated
 - Install all new switches
 - Added radio and cellular repeater system, required by code
 - Content management solution, combines hardware and software screens
 - Security access including cameras, AV system throughout
- Implement cloud based data backup and recovery system

2021/2022 Capital Requests

Technology Fund and Unified Communications Fund

- Number one priority: Continue to enhance network security & ISP Back-up Infrastructure
- Replace network storage which is at its “end of life” and enhance disaster recovery infrastructure
- Updates to audio, video & streaming infrastructure in City Council Chambers & other Conference Rooms
- Continue to transition from PC’s to VDI Tech and Device Replacement
- Continue to expand GIS access to City Staff and general public
- Video surveillance equipment (CCTV).
- Secure transaction location, where people can come to transact internet sales, such as ebay, in a secure location.
- Enterprise Resource Planning (ERP) System/Financial software.

In response to questions from the Commission, Director Monico gave the following information:

- The actual ERP system has not yet been chosen.
- Audio system in Council Chambers will be improved.
- A request to perhaps expand the solar panels on City Hall roof would be brought to Public Services Director Mondora’s attention.

POLICE DEPARTMENT

Police Chief King and Assistant Chief Bonnie Unruh were present on behalf of the Police Department.

Accomplishments of the 2020-2021 fiscal year included:

- Completed upgrade of CCTV system.
- Safe transaction space in front of the police building.

- Purchased and began training and implementation of integrated in-car and body-worn camera system.
- Completed renovations and technology upgrades to communications section and incident command and conference center.
- A bidding process has been started with ballistic vest manufacturers to replace soft body armor.
- Purchased 5G laptop computers for the entire patrol fleet.

2021/2022 – Requests:

- Training space at the HAWK Public Safety Training Center
- Enhance rear lot security with access control improvements
- New Mobile Command Post Vehicle
- Police Department Building Maintenance
- Live Scan Finger Printing Workstations
- Police Department Women's Locker Room

In response to questions from the Commission, Police Chief King gave the following information:

- The Fire Department and Police Department have requested \$150,000 each for training space at the HAWK. They would share resources as much as possible, although their training needs were different and specific to their departments. Storage and training areas, and technology can be shared. Training will be significantly increased, and other communities could also use the space and/or participate in training, such as Franklin and the City of Farmington.
- The training space will be available 24/7.
- The radio replacements would be phased in. This process was controlled by Oakland County.
- The cameras around the building are monitored 24/7.
- Drone usage was tracked in detail.

FIRE DEPARTMENT

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

Accomplishments of the 2020-2021 fiscal year:

- Fire Station #2 had insulation reconfigured as a solution to ice buildup.
- Fire Station #2 is in process of having exterior brick repaired.
- Fire Department awaits delivery of an Engine to replace Ladder 2.
- Fire Department took delivery of new SCBA air compressors at Stations 1 and 5.
- Fire Department was awarded a regional grant with other Western Wayne Fire Departments for cardiac monitors which are scheduled to be delivered early 2021.
- Fire Department is out to bid for Self-Contained Breathing Apparatus (SCBA).
- Fire Department took delivery of LUCAS CPR devices and has been awarded CARES funding for this purchase.

2021/2022 – Requests:

- Purchase replacement Quint for Ladder #4 (\$990,000)
- Purchase one (1) utility vehicle to replace fleet vehicle (\$50,000)
- Purchase five (5) power stretchers with power load units (\$295,000)
- Obtain training space at the HAWK Community Center, along with the Police Department, that will be utilized for public safety training

In response to questions from the Commission, Fire Chief Unruh gave the following information:

- 2-3% of the City did not have fire hydrants. The Fire Department helps Public Services prioritize installing fire hydrants where needed.
- If the entire City had appropriate fire hydrant coverage, no water tank trucks would be necessary for Farmington Hills fire response water supply.

PARKS AND RECREATION

Special Services Director Schnackel was present on behalf of the Parks and Recreation division.

Accomplishments of the 2020-2021 year included:

- Replaced 6 rooftop HVAC units, 5 gas fired heaters, ice pit heat exchanger, emergency battery pack lights and renewed the fire alarm system at the Ice Arena
- Purchased new golf cart fleet (Spring '21)
- Purchased ball picker and Range Servant
- Purchased parks equipment including a ¾ ton pickup and utility carts
- Added new playground and outdoor fitness equipment at Olde Town Park
- Resurfaced Heritage Park Splash Pad
- Added/replaced signage at Parks and Facilities
- Trail improvements
- Replaced FHGC kitchen food exhaust
- ADA enhancements and equipment installation at the William Grace Dog Park (in process)
- Completed and opened the new Farmington Hills Community Center, The HAWK (Spring '21)

Requests for 2021-2022 included:

Vehicles and Equipment

- ¾ Ton 4 x 4 pickup with plow
- Mowers
- Utility Carts
- Utility Tractor

Golf requests

- Bunker Rake
- Range improvements
- Top dresser
- Aerifier

Ice Request:

- Zamboni

Infrastructure – Parks

- Trail work and wayfinding signs
- Park facility safety modifications
- Spicer House Renovations

In response to questions from the Commission, Special Services Director Schnackel gave the following information:

- Existing trails were being maintained and repaired; no new trails were being added.

- The amount of change orders received for the HAWK repurposing was appropriate to a project of this scope – 245,000 square foot renovation. Over-run amounts could be provided.
- \$125,000 was requested for Spicer House improvements.

PUBLIC SERVICES

Public Services Director Mondora and DPW Superintendent McCarthy were present on behalf of the Public Services Department.

Accomplishments of the 2020-2021 year included:

Major Roads:

- Reconstructed Fourteen Mile Road from Middlebelt Road to Inkster Road.
- Reconstructed Hathaway Street from Grand River Avenue to northerly limits.
- Resurfaced Grand River Avenue from Ten Mile Road to Haggerty Road.

Local Roads:

- Local Road reconstruction projects included Phase 1 Stone Creek and Westlake Estates, Stonewood Court, Arbor Park Subdivision, Woodland Trails Subdivision, Canterbury West Subdivision, Edythe Street, Cora and Haynes.
- First Local Road gravel conversion projects to hard surface pavement included Belfast Avenue and Canfield Avenue.

Drains:

- Reconstructed Brittany Drive Culvert.

Water Mains:

- Replaced water main in the Villa Capri Subdivision and on Edythe Drive.
- Richland Gardens Subdivision currently underway.

Sanitary Sewer:

- Edythe Drive Sewer Extension.

Pedestrian Facilities:

- Installed sidewalk connecting Colfax and the River Walk area.
- Paved shoulders on 14 Mile Road, Middlebelt to Inkster.

Requests for 2021-2022 included:

- \$1M for city wide facilities improvements, including HVAC, sidewalk, lighting, CCTV/security, and alarm replacement
- DPW garage interior paint and seal
- City fuel system panel upgrade
- Reconstruction/Rehabilitation of north and south parking lots of City Hall campus

DPW Equipment & City Fleet Purchases:

- Two 10-yard live bottom truck replacements
- 3-yard swap-loader dump truck replacement
- Replace 3 pickup trucks with plows and 3 passenger vehicles

Watermain Projects:

- Quaker Valley Subdivision water main extension
- Normandy Hills and Normandy Hills Subdivision No. 1 watermain extension
- Salvador Street watermain extension
- Installation of two pressure reducing valves

Sidewalks:

- Sidewalk replacement along major roads, including brick paver repair/replace
- Non-motorized master plan
- 14 Mile south side, Pear Ridge to Clubhouse
- 11 Mile South Side, Lyncroft to Inkster Road

PASER Update:

- Overall PASER score in 2014: 4.2; 2017: 4.7; 2019: 5.1
- PASER is used to drive the CIP schedule
- New scoring to be done this year
- 2025 Goal: 6.2 PASER score

Local Road Construction Projects:

- Stone Creek and Westlake Estates, Phase 2
- Heritage Hills/Wedgewood Commons, Phase 1
- Park Hill Boulevard gravel road conversion
- Local road asphalt resurfacing pilot program

Major Road Projects:

- 11 Mile Road, Middlebelt to Inkster
- 14 Mile Road, Farmington to Orchard Lake

In response to questions from the Commission, Public Services Director Mondora gave the following information:

- The roundabout and Orchard Lake reconstruction was planned for the area near Aldi's on Orchard Lake Road.
- The \$125,000 budget for the non-motorized master plan represented a planning document.
- Item 15, Twelve Mile Widening, Inkster to Middlebelt, is a far future project, and would be a Road Commission project with a 15% City match.
- Item 16, Ten Mile/Grand River/M-5 Phase II is also a far future project.

Commissioner Orr commented that the City would benefit by providing a location for temporary batch plants that needed space to operate in the City in order to work on road projects.

Commissioner Mantey made the following points:

- He was pleased to see the non-motorized master plan moved up to next year. He encouraged everyone to take a look at *Ferndale Moves*, a non-motorized project for Ferndale that had quite a bit of public input.
- The report referenced *The following Bike Path System Map . . . includes a proposed bike path system for the City*. He did not see that proposed bike path system on the map.
- Would the issue of sidewalk snow removal be addressed in the non-motorized master plan? He was especially interested in sidewalk snow removal for people who used the bus routes on 12 Mile and

Grand River. Public Services Director Mondora said there were sections of sidewalk on 12 Mile Road that were cleared by a City contractor.

- Would it be profitable to add more solar panels on City Hall? Could they be placed on the HAWK as part of the current renovations? Research showed solar panels were becoming more economically viable. Public Services Director Mondora said the Department could look into this question. Commissioner Brickner noted that the City Hall roof was limited in how many solar panels it could hold due to their weight.

Commissioner Schwartz made the following points:

- He was happy to see the non-motorized master plan being moved up to next year.
- One of his municipal clients had worked with a non-profit to upgrade their street lighting to LED. Perhaps Farmington Hills could pursue such an option.
- The Edythe Road projects affected that road from April to September last year, a long time. Commissioner Trafel said he was actually very impressed with the process used for the three Edythe Road projects.
- Commissioner Schwartz asked that as improvements were made to municipal parking lots, electric car charging stations be prioritized in terms of location and number.
- Commissioner Schwartz complimented the Public Services Department for its 6-year planning goals, as guided by the CIP process.

Commissioner Orr agreed with Commissioner Mantey regarding sidewalk snow removal. If sidewalks were not cleared of snow, they became much less of a benefit, as this was the time of year when they were really needed. He also agreed with Commissioner Schwartz' comments regarding electrical charging stations.

DPW Superintendent McCarthy said current law was that a municipality was not responsible for ice on a sidewalk if the snow was removed, but the municipality was still responsible for the sidewalk, no matter the season, for trip and fall hazards. He noted that the sidewalk on 12 Mile Road was wide enough for a truck to have access to plow the sidewalk; this was not the case for most sidewalks in the City.

Master Plan Costs

City Planner Stec said that as the Master Plan update went forward, there might be an opportunity for cost sharing with the non-motorized master plan; perhaps the two could be done together.

Commissioner Schwartz commented that as Master Plan discussions went forward, the Commission should be aware of the effect of the Covid pandemic on office use, and also the importance of knowing the impact of Millennial shopping habits on retail trends and spaces.

Discussion followed regarding the difficulty and opportunities of revising the Master Plan during the pandemic, and also whether the cost of the Master Plan blended with the non-motorized master plan should be included in the CIP. Commissioner Countegan pointed out that cost for the Master Plan was not usually included in the CIP. He suggested staff bring back a specific proposal for moving forward with the Master Plan revision, including scope, public participation, and so forth.

Chair Stimson said that the Master Plan could be added into the CIP at the public hearing, if appropriate.

Commissioner Schwartz asked that staff bring back to the Commission the requirements of State law regarding Master Plan review, update, and revision.

MOTION by Brickner, support by Trafellet, to set the Capital Improvements Plan 2021/2022 through 2026/2027 for Public Hearing on March 18, 2021.

Roll call vote:

Yea: Brickner, Countegan, Mantey, Orr, Schwartz, Stimson, Trafellet, Turner
Nays: None
Absent: None
Abstentions: None

MOTION carried 8-0.

PUBLIC COMMENT: None

COMMISSIONER'S COMMENTS:

The Commission thanked the Department Directors for their presentations this evening.

The Commission discussed upcoming hearings on the proposed revisions to the Medical Marihuana Caregiving Zoning regulations.

The next meeting will be February 18, 2021.

ADJOURNMENT:

MOTION by Orr, support by Trafellet, to adjourn the meeting at 8:27 pm

Roll call vote:

Yea: Brickner, Countegan, Mantey, Orr, Schwartz, Stimson, Trafellet, Turner
Nays: None
Absent: None
Abstentions: None

MOTION carried 8-0.

Respectfully submitted,
John Trafellet
Planning Commission Secretary

/cem