

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION REGULAR MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
JANUARY 27, 2022, 6:30 P.M.**

CALL MEETING TO ORDER

Chair Stimson called the meeting to order at 6:30 p.m.

ROLL CALL

Commissioners Present: Countegan, Mantey, Schwartz, Stimson, Trafelet, Turner

Commissioners Absent: Brickner, Varga
(one vacancy)

Others Present: Staff Planner Perdonik; Central Services Director Monico; Police Chief King; Fire Chief Unruh, Deputy Fire Chief Olszewski and Fire Marshal Baloga; Special Services Director Schnackel; Public Services Director Mondora and DPW Superintendent McCarthy; Planning Department Secretary LaBelle

APPROVAL OF AGENDA

MOTION by Countegan, support by Trafelet, to approve the agenda as submitted.

Motion carried unanimously by voice vote.

REGULAR MEETING:

A. CAPITAL IMPROVEMENTS PLAN 2022 – 2023 THROUGH 2027 – 2028

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.

TECHNOLOGY/CENTRAL SERVICES

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

2021/2022 Accomplishments included:

- Miscellaneous PC and notebook replacements
- Continued roll-out of Virtual Desktop Interface (VDI) devices
- Improved and secured connectivity building to building with new fiber between City Hall and the Police Department
- Upgraded security of network and performed cyber security testing and scanning
- Completed an IT Disaster Recovery Plan
- Installing new network storage and computing hardware
- Installing LTE back up for internet connectivity

- Updated City web and intranet to improve communication to residents and staff
- Ongoing updates to audio, video and streaming capabilities in City Hall
- Added video surveillance equipment

2022/2023 Capital Requests

Technology Fund and Unified Communications Fund

- Implement Cloud based disaster recovery solution
- Implement Windows 11 Upgrade
- Implement encryption software and hardware for data encryption and FIPS (Federal Information Processing Standard) compliance
- Implement various Smart Cities projects
- Continue to transition from PC's to VDI and VPN (Virtual Private Network) tech and device replacement
- Continue to expand GIS (Geographic Information System) access to City Staff and general public
- Continue to upgrade video surveillance equipment
- Enterprise Resource Planning (ERP) System/Financial Software – future enhancement

Planning Commission Discussion:

- Page 22, Video Surveillance Equipment, line 5: As there is no set completion time for the video surveillance equipment because the technology is always changing, and the City is continually adding to this security platform, the sentence that begins “When complete” should be reframed.
- Cameras will be installed over cash acceptance areas, and potentially there will be enhanced camera use (and long-term storage) around ballot drop off boxes and voting locations, depending upon future legislative requirements.

POLICE DEPARTMENT

Police Chief King was present on behalf of the Police Department.

2022/2023 – Requests:

- Replacement Body Armor: \$30,000 for additional 30 pieces of body armor.
- New Mobile Command Post Vehicle: \$300,000.00. Current vehicle is functionally obsolete. New vehicle will be used by Fire Department as well as Police Department.
- Replace fitness equipment: \$35,000 for three new treadmills and a Stairmaster machine.
- Forensic Investigation of Mobile Devices Program and Equipment: \$55,000 for training investigative staff and obtain computers, hardware and software which will allow for the retrieval of important information.
- Patrol Motorcycles: \$50,000 to replace two police motorcycles originally purchased in 2012.
- Vantage Robot: \$30,000 to purchase tactical robot, enhancing the Department’s ability to respond to emergency situations.

Planning Commission Discussion:

- Police Chief King and the Commission discussed when and how forfeiture funds could be used for capital improvement purchases.
- West parking lot security is now integrated with the Public Service’s underground fuel tank project (p. 14).

FIRE DEPARTMENT

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

Fire Department.

Accomplishments of the 2021-2022 fiscal year:

- Ladder truck (109' tall ladder) being built for late May/early June delivery.
- Installation of two power load stretchers
- Took delivery of fire engine as listed on previous CIP

2022/2023 – Requests:

- Purchase replacement for Squad #5: \$275,000
- Purchase replacement for Medic #3: \$275,000
- Purchase turnout gear for end of service life personal protective equipment: \$440,000
- Purchase three power stretchers with power load units: \$175,000
- Purchase one utility vehicle to replace fleet vehicle: \$50,000

Planning Commission Discussion:

- Three projects underway in cooperation with Public Services to address the need for fire hydrants in “dry” areas; this was a City priority.
- Commissioner Schwartz strongly emphasized that hydrant coverage in dry areas would be appropriate use of ARPA (American Rescue Plan Act) funds.
- ARPA funds should be integrated into the current Capital Improvements Plan.
- The City had improved from a protection class 4 rating to a class 2 rating, which means this is an area with superior fire protection. This status can result in improved home insurance rates for residents.

PARKS AND RECREATION

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

Accomplishments of the 2021-2022 year included:

- Completed and opened the new Farmington Hills Community Center, The HAWK (June '21)
- Replaced Stadium Turf & Track (Spring '22)
- Completed a comprehensive facilities condition assessment at The Hawk.
- Replaced River Bridge at Heritage Park
- Purchased new Zamboni for Ice Arena (in build process)
- Increased accessibility to the new Pickleball Courts
- Purchased driving range mats, bunker rake, and fairway aerifier for Farmington Hills Golf Course
- Added/replaced signage at parks and facilities
- Trail improvements, including resurfacing near Nature Center
- Purchased ¾ ton pickup truck and Kubota utility cart
- Replaced fire alarm panel, wiring, pull stations and strobe lights at Ice Arena
- Completed repairs at Spicer House and replaced roof (Spring '22)
- Opened the Hills 275 Bike Trailhead

Requests for 2022-2023:

Vehicles and Equipment

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

Golf requests

- Utility Mower
- Triplexes (2)
- Utility Cart
- Sprayer

Department

- Trail work and wayfinding signs
- Park facility safety modifications
- Spicer House renovations
- Longacre House wall repair
- Playground equipment (adaptive)
- Roof replacements – Pioneer, Founders, & Heritage Parks
- Concrete replacement around shelters and concession stands
- Complete Recreation Master Plan per Department of Natural Resources

Hawk Items

- Sound system/management for Harrison Hall
- Shade system for Administration Suite windows
- Sound system for Blackbox Theatre
- Gym divider curtains
- Replace practice field turf/add dome

Of Note

The City commissioned facilities experts, Accruent, to complete a study of all City buildings. The study indicated that major repairs are needed at the Costick Center and The Hawk.

5 Year Outlook

Total/Priority

Costick	\$20M needed/\$9M prioritized
The Hawk	\$16M needed/\$3M prioritized \$7M for 3 rd Floor Renovation (100,000 sf)

The City is currently in the process of hiring a consultant to evaluate the situation and make recommendations for a sustainable future including operations and programming, facility utilization and optimization, facility repairs/replacement and financing.

Planning Commission Discussion:

- Directional signage to the elevator at the Hawk should be improved; its location is not obvious.
- The CIP document is confusing when certain capital improvements, such as security cameras, are listed by different departments. Was this a combined expense or a separate expense for each department?
- Golf course paths need maintenance.
- Add footnotes to describe funding sources, such as PM (Parks Millage)
- While acknowledging the planning nature of the CIP, there was concern regarding prioritizing large sums for improving the Hawk and Costick Center, when there were significant infrastructure needs throughout the City. Perhaps the amounts could be reduced in the 1st year for the CIP, with the needed remainder spread out over later years.
- Special Services Director Schnackel noted that all maintenance work being done at the Costick

Center was scheduled on a crisis basis.

PUBLIC SERVICES

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

Accomplishments of the 2021-2022 year included:

- \$1 million budget for city wide facilities improvements
 - sidewalk, security system CCTV cameras, interior lighting fixture replacement, fire alarm system replacement
- DPW interior garage painting
- DPW fuel panel monitoring upgrade
- Reconstruction/rehabilitation of south parking lot of City Hall campus

Water Main – Currently Ongoing (\$4.7 Million)

- Quaker Valley Subdivision extension(\$1.53 M)
- Normandy Hills extension (\$2.26 M)
- Salvador Street watermain (\$160,000)
- 2 pressure reducing valves (\$720,000)
- Pasadena Park fire hydrant extensions (CDBG)

Sanitary Sewer (\$150,000)

- Salvador Street

Sidewalks

- 14 Mile south side, Pear Ridge to Clubhouse (currently ongoing)
- 11 Mile south side, Lyncroft to Inkster Rd.
- Major road sidewalk replacement program, \$150,000
- Local neighborhood sidewalk SAD program, \$150,000

2021 Major Roads (\$3.6M)

- 11 Mile: Middlebelt to Inkster

2022 Major Roads (\$10.5M)

- 14 Mile: Farmington to Orchard Lake Road
- Shiawassee (Hawthorn to 9 Mile)
- Commerce Court
- Interchange Drive

2021 Local Roads (\$12 Million)

- Stone Creek and Westlake Estates (Phase 2)
- Heritage Hills/Wedgwood Commons (Phase 1)
- Parkhill Blvd gravel road conversion
- Local road resurfacing program

2022 Local Roads (\$12 Million)

- Heritage Hills/Wedgwood Commons (Phase 2)

- Whitlock St gravel road conversion
- Local road resurfacing program

2022/2023 Public Facilities

- \$1 Million budget for City wide facilities improvements
 - Sidewalk, security system CCTV cameras, interior lighting fixture replacement, fire alarm system replacement
- City Hall / Police Department underground fuel tank replacement
- Reconstruction/rehabilitation of west parking lot of City Hall Campus

2022/2023 DPW Equipment Purchases

- Rubber tire front loader (\$255,000)
- Forestry truck (\$270,000)
- 2 forestry chippers (\$190,000)
- 2 riding landscape mowers and trailer (\$65,000)
- Tool-Cat utility vehicle (\$100,000)

2022/2023 Drainage Projects

- Quaker Valley Road culvert replacement
- Woodcreek Hills Subdivision drainage
- Farmington Freeway Industrial Park storm sewer
- Commerce Drive storm sewer

2022/2023 Watermain Projects

- Kimberley Subdivision replacement
- Kendallwood Subdivision No. 1 replacement
- Fire protection lines in dry areas
 - Pasadena Park fire hydrant extensions (CDBG)

2022/2023 Sidewalk Projects

- Sidewalk replacement along major roads, including brick paver repair/replace, \$150K
- Neighborhood sidewalk replacement program SAD, \$60K
- 9 Mile south side, across 38505 frontage
- Inkster Road west side, Scottsdale North to 150' North
- Inkster Road, 11 Mile to Hystone Dr.

PASER Update (Pavement Surface Evaluation and Rating)

- Overall PASER score
 - 2014: 4.2
 - 2017: 4.7
 - 2019: 5.1
 - 2021: 5.2
- PASER is used to drive the CIP schedule
- 38 Miles of local roads reconstructed since the adoption of the 2018 millage. \$12M is budgeted every year.

2022/2023 Local Road Reconstruction Projects (summer 2023)

- Candidate projects
 - Heritage Hills/Wedgewood Commons, Phase 3
 - Supervisor's Plat #12 & Fendt Farms (Rhonswood, Fendt St.)
 - Hull Road gravel road conversion
 - Local road resurfacing program

2022/2023 Major Road Projects (summer 2023)

- 14 Mile: Drake to Farmington Road
 - \$3.8 Million, \$1.2 Million in Federal Funding
- Farmington Rd: 12 Mile to 13 Mile
 - \$5 Million, \$1.54 Million Federal Funds

Planning Commission Discussion:

- In response to questions, Department of Public Works Mondora gave the following information:
 - The new fire hydrants would address 3 of the 10 prioritized areas where fire suppression was an issue. To complete all the areas would take approximately 10 years.
 - Fuel tank replacement – if fuel tanks are replaced, “something smaller” will be installed. Right now existing fuel tank capacity at City Hall west lot is 20,000 gallons; this was installed in 1986.
 - Citygate signage (#8, p. 15) represented an opportunity, in conjunction with MDOT, to install gateway signage on the Orchard Lake Road bridge. Total cost in the CIP: \$1M
 - Culverts in the ROW are cleaned by the City.
 - The detention basin at 13 Mile and Farmington Road did fill up during last summer's storms.
 - Due to the Michigan climate, City Hall's solar panels had no return on investment, and solar panels were not being considered for The Hawk.
- Regarding the \$36,000 in the CIP for charging stations (#7, page 15), Commissioner Schwartz noted that some other municipalities used a local company to install and maintain charging stations, at no cost to the municipality. The EV user is charged and the fees are split between the company and the municipality. A similar arrangement has been used to install new LED lighting, where the installer receives a portion of the realized savings in future years. In any case, the CIP narrative should indicate that funding is being sought for these improvements, and that the EV charging stations will be for public use.
- Public Works Director Mondora agreed, saying that currently grant funding was being pursued with the City of Farmington for ChargePoint EV stations. The \$36,000 was a placeholder amount for design costs.
- Commissioner Mantey noted that during recent meetings with City Council, Mayor Barnett instructed the Commission regarding two goals: 1) help make the City more appealing to millennials and Gen Z, and 2) lower the City's carbon footprint. Commissioner Mantey gave two examples of people in the stated demographic who bicycled to work in the coldest weather, thus showing their lack of automobile dependence and their participation in lowering the carbon footprint. Yet the City discouraged this when it did not clean snow from the sidewalks. Because the CIP was a planning document, it should include the cost of at least one piece of snow removal equipment for sidewalks.
- Discussion followed. DPW Superintendent McCarthy noted that the City had close to 750,000 lineal feet of sidewalk. The City did contract out sidewalk clearing of the non-commercial properties on the north side of 12 Mile Road from Orchard Lake Road to Haggerty.
- Commissioners Mantey and Schwartz suggested prioritizing 12 Mile and Grand River Avenue for snow clearing, especially highlighting bus stop areas. The Grand River Corridor Authority also had a goal of making Grand River more pedestrian friendly; clearing the sidewalks conformed to that goal.
- Commissioner Countegan suggested including a summary sheet after the CIP public hearing, listing

the Commission's priorities, and perhaps including sidewalk clearing in the motion that would ultimately approve the CIP.

- Commissioner Mantey pointed that page 63 of the CIP said: *The following Bike Path System Map identifies all existing sidewalk infrastructure and includes a proposed bike path system for the City.* However, as in past years there was no proposed bike path system map. Either the sentence should be deleted or the sidewalk path system map added.
- In response to further questions, Staff Planner Perdonik said that the planned non-motorized Master Plan was being combined with the Master Plan Update anticipated to begin this year.

MOTION by Trafelet, support by Countegan, to set the Capital Improvements Plan 2022/2023 through 2027/2028 for Public Hearing on March 17, 2022.

MOTION carried unanimously by voice vote.

PUBLIC COMMENT: None

COMMISSIONER'S COMMENTS:

As this was Commissioner Turner's last meeting, Commissioners thanked Bob Turner for his excellent service and commitment to the Planning Commission.

Commissioner Schwartz said that as discussed at the October 21, 2021 Planning Commission meeting, following the second joint meeting with City Council he had developed a PowerPoint presentation to share with City Council regarding past Planning Commission initiatives. The Commission had supported this effort and by motion had requested another joint meeting with City Council to present the PowerPoint document. However, if another joint meeting with Council was not scheduled, as discussed in October perhaps the PowerPoint could be presented as a regular agenda item at an upcoming Council meeting, with several Commissioners (but not a quorum) present.

The Commission thanked Planning Department Secretary Jeri Labelle for tonight's pre-meeting dinner.

The next meeting will be February 17, 2022.

ADJOURNMENT:

MOTION by Turner, support by Mantey, to adjourn the meeting at 9:06 pm

Motion carried unanimously by voice vote.

Respectfully submitted,
John Trafelet
Planning Commission Secretary

/cem