

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION REGULAR MEETING  
FARMINGTON HILLS CITY HALL – COMMUNITY ROOM  
JANUARY 25, 2018, 6:00 P.M.**

Chair Rae-O'Donnell called the Planning Commission meeting to order at 6:00 p.m. on January 25, 2018.

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

Commissioners Absent: Mantey, Orr (one vacancy)

Others Present: Staff Planner Stec; Special Services Director Schnackel, Director of Central Services Monico; Fire Chief Unruh, Deputy Fire Chief Panoushek, Fire Marshal Olszewski; Police Chief Nebus, Assistant Police Chiefs Rodriguez, King, and Ciaramitaro; Public Services Director Mondora, Assistant to the Director Gushard, Engineering Manager Cubera, DPW Superintendent McCarthy, Road Supervisor Pickworth

**APPROVAL OF AGENDA**

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

**Motion carried unanimously.**

**REGULAR MEETING:**

**A. CAPITAL IMPROVEMENTS PLAN 2018 – 2019 THROUGH 2023 – 2024**

Staff Planner Stec explained that tonight's meeting was a review of the draft Capital Improvements Plan (CIP) for 2018-2019 through 2023-2024. He thanked the Department Heads for their participation this evening.

**POLICE DEPARTMENT**

Police Chief Nebus and Assistant Chiefs Ciaramitaro, Rodriguez, and King were present on behalf of the Police Department.

**Accomplishments of the 2017-2018 fiscal year included:**

- Cellblock plumbing fixtures replaced.
- Department was nearing completion of its body camera policy, which was required by new legislation.
- Department was moving forward with processes that would meet the requirement to replace the entire police and fire radio system, including dispatch consoles, and mobile and portable radios.
- Department was moving forward with upgrading the electrical system in the Communications Section, in order to accommodate current and future technologies.

**2018/2019 Requests:**

- Police access control improvements, to decrease accessibility to police areas including the west

parking lot, and improve employee safety and property security: \$40,000 for the current year, with further expenditures in future years.

- Police officer body-worn/in-car camera recording system. This was required by law, and storage would be cloud-based: \$450,000.
- Police and Fire communications section replacement/upgrades: \$250,000.
- Required complete radio system replacement: \$250,000.
- Unmanned aircraft system purchase and officer training: \$35,000.
- Police Department building maintenance: \$25,000.
- Mobile Command Post Vehicle: \$256,000.
- Replace the current lock system with a master keying system: \$30,000.

Commissioner McRae suggested that future fund requests for items such as the police access control improvements should be included in the CIP, as the CIP was a 6-year budgeting plan.

### **TECHNOLOGY/CENTRAL SERVICES**

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

#### 2017/2018 Accomplishments included:

- Miscellaneous PC and notebook replacements, including poll books for the City Clerk.
- Deployed a new managed firewall and implemented other infrastructure upgrades to improve security.
- Implemented Security Training Program.
- Continued to digitize microfiche, microfilm and paper documents for long term archival.
- Began implementing new electronic forms product related to Laser fiche which would allow the City to electronically route and automatically archive forms.
- Upgrading infrastructure to support Virtual Desktop (VID) and Virtual Private Network (VPN). Deployment would begin late March.
- Enhanced public access to the GIS mapping system.
- Transitioning to email archival product in late February.
- Implement facility inventory/assessment and management tool: April/May

#### Requests for 2018/19 and beyond:

- Continue to transition from PC's to VDI tech and device replacement.
- Update/expand GIS access to City staff and general public.
- Unified communications: 2018/2019 through 2023/2024
  - Improved phone system
  - Emergency notification system
  - Video surveillance equipment
  - Continue to enhance network security
  - Digitizing Microfilm, Microfiche and paper files
- Enterprise Resource Planning (ERP) System/Financial Software.

### **FIRE DEPARTMENT**

Because of professional affiliations that involved labor relations that could impact members of the Fire Department, and in order to avoid any appearance of conflict, Commissioner Schwartz asked to be recused from this part of the CIP presentation.

**MOTION by McRae, support by Stimson, to recuse Commissioner Schwartz from the Fire Department portion of the CIP discussion.**

**Motion 5-1 (Countegan opposed)**

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

Accomplishments of the 2017-2018 fiscal year:

- Stations #4 and #5 kitchen remodel.
- Station #5 and Headquarters received new paint and carpet.
- Carpet was replaced at Stations #1, #2, #4, and #5.
- \$1.1 million purchase for a tower truck, which was being built and should be on site in late spring or early summer.
- Took delivery of Squad 6, a medium duty ambulance.
- Purchased extrication equipment for Engine 5.
- Replaced multi-gas monitors and 6 carbon monoxide monitors.
- Purchased 7 thermal imaging cameras.
- Parking lot repairs at Stations #1, #2, and #4.

2018/2019 requests

- Replace shift commander vehicle.
- Replace Medic #3 with a medium duty chassis vehicle.
- Replace a ladder truck with another tower truck.
- Replace supply hoses, which were all over 30 years old.
- Update kitchens for Stations #1 and #2.
- Continued parking lot repair.

In response to a question from Commissioner Stimson, Chief Unruh explained that retired equipment was posted on a nationwide sale site, and sold to smaller communities throughout the country. Money received from those sales went to the General Fund.

In response to a question from Chair Rae-O'Donnell, Chief Unruh said that all career fire fighters were also paramedics. Paid on call fire fighters were approximately 90% EMTs with 10% being paramedics. The Department handled about 7,000 EMS calls a year, and 75-80% of those were life support in nature. Last year the Departments had 9,528 runs.

In response to a question from Commissioner Stimson, Chief Unruh said less than 5% of the City was without hydrants. For those areas the Department had automatic mutual aid pacts with neighboring departments that had tankers. Each fire truck also carried 500 gallons of water.

Commissioner Schwartz rejoined the Commission.

**PARKS AND RECREATION**

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

Accomplishments of the 2017-2018 year included:

- Replacement of 4 Boilers
- Baseball and soccer field improvements
- Parks and Golf Equipment and Vehicles
- Harrison High School repurposing plan with consultant. Harrison High School was set to close in spring 2019, and the City had made an offer to purchase the school and the property.
- Replaced boilers at Splash Pad, Heritage History Center and Spicer House
- Added/replaced signage at parks and facilities
- Completed 2019-2023 Parks and Recreation Master Plan with consultant. This was a requirement of the DNR to complete every 5 years in order to apply for different grants.
- Completed rehabilitation of Costick Center Gate 4 Drive.
- Costick Center – various HVAC and Mechanical updates, exterior tuck-pointing/painting and replaced carpeting.

In response to a question from Commissioner McRae, Director Schnackel said the millage expired June 30, 2019. It was their intention to ask for a millage renewal in August or November 2018.

Requests for 2018-2019 included:

- Harrison High School Repurposing: \$27,000,000.  
Repurposing and renovation of Harrison High School to a community center for recreation, fitness, visual and performing arts, athletics, aquatics and general program and special event use. Plan included entire 245,000 square foot facility, parking lots, all out buildings and athletic fields/surfaces.
- Vehicles and equipment for parks, golf, and ice arena as outlined in the CIP: \$476,000.
- Infrastructure for Costick, Ice Arena, Parks, Heritage Park, Founders Park, and Golf Course as outlined in the CIP: \$837,000.

Commissioner Schwartz suggested asking for a slight increase in the parks and recreation millage to pay for additional sidewalks.

Commissioner Schwartz commented that the repurposing of Harrison High School related to land use, which was the Planning Commission's expertise. Harrison High School would be the largest site that would become available in the foreseeable future, and it was baffling to him that the City's Planner and Planning Consultant had not been involved in the conversations regarding the proposed use. A large flat site that large, that was just a half-mile from the expressway, should be studied from a planning perspective. In addition to the proposed use, the site could be considered for other types of development that could significantly expand the City's tax base, including residential, retail, office, mixed use, or a creative PUD. He thought it was unfathomable that the Commission was not spending any time talking about this site.

Commissioner Schwartz noted he had brought this up when it was first announced that Harrison High School would close. The question was: did the City want to duplicate and double the recreation facility, or did the City want to expand its tax base? The Planning Commission and the public should have a role in this discussion, including dialogue that would involve the Planning Commission, City Council and the School Board. Also, any changes to the site would have to be reviewed and approved by the Planning Commission.

In response to a question from Chair Rae-O'Donnell, Director Schnackel said there had been community

surveys regarding what the community wanted, and the School had done extensive analyses regarding what would work on that property.

Discussion followed.

Commissioner Brickner pointed out this was a school-owned property, and therefore not under the City's purview and its use was not up to the Planning Commission. Also, a PUD for a property that large in the middle of existing neighborhoods could be problematic. The people of Farmington Hills had already paid for the school building through tax dollars. The concept of the City buying the property with taxpayer dollars to pay off taxpayer dollars could also be problematic.

Commissioner Brickner continued that there had surely been some analysis done or City Council would not be moving forward with the proposed repurposing to a recreation center; he did think a community center was a good use for the property and building. Last, until someone actually bought the property from the School, the Commission would not be involved.

Commissioner McRae said that the Commission commonly planned and developed special purposed areas for land the City did not own. While he was comfortable with the property being a recreation center, it was appropriate for the Commission to look at a property that size and spend some time looking at best uses. It was a disappointment that Council had not asked for the Commission's input regarding this proposal. It had been a long time since there had been a joint meeting between with the Planning Commission and the Council; perhaps it was time to schedule a joint meeting.

Commissioner Stimson said that Parks and Recreation had looked at making significant improvements to Costick Center for a long time; that cost was much higher than \$27 million. This was a great opportunity for providing desired services at an affordable cost.

Commissioner Countegan said that the Commission served as a resource to City Council, and it was Council's prerogative if they wanted to use that resource. However, the Commission could offer valuable insight regarding land use and value, along with Council sharing what their thinking was. The Commission would welcome the opportunity to meet with Council and be involved in the process; this could be conveyed through the Chair. In the past when the City acquired the Costick Center, there were group discussions between Planning Commission, City Council, and staff.

In response to a question from Chair Rae-O'Donnell, Director Schnackel said she could provide a cost analysis regarding upgrading the Costick Center and what they were proposing at Harrison.

A short sidebar discussion was held regarding the old Kendallwood swim pool site; perhaps the Commission could incentivize some development or use there.

## **PUBLIC SERVICES**

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

Requests listed below were for the 2018/2019 fiscal year, except where noted:

## **FACILITIES:**

- Gateway Signage, with a prototype up at 11 Mile and Inkster: \$50,000.
- DPW Fuel Dispenser Replacement: \$35,000.
- City Hall/Police Department Underground Fuel Tank Replacement: \$300,000, 2020/2021.
- DPW Interior Surface Maintenance and Restoration: \$100,000.
- Air Conditioning Replacements: \$125,000.
- City Hall Campus Parking Lots: \$191,000.
- West Parking Lot of City Hall Campus: \$256,000, 2020/2021

Commissioner McRae spoke to the importance of using pervious pavers or islands when possible, since the City encouraged developers to use those tools.

**DPW EQUIPMENT:**

- 5-yard dump with slip-in V-Box, replacement/upgrade to 10-yard dump, \$275,000.
- 10-yard dump with slip-in V-Box – replacement, \$295,000.
- Mini-front-end loader – replacement, \$120,000.
- Refurbish existing equipment, \$50,000.
- 3-yard dump truck – replacement, \$119,000.
- Vehicle storage area floor scrubber – replacement, \$75,000.

**DRAINAGE:**

- Miscellaneous drain construction and improvements, \$100,000.
- Miscellaneous major culvert replacement and repair, \$75,000.
- Miscellaneous storm sewer repair, \$300,000 (shared funding with SAD).
- Minnow Pond Drain, 13 Mile at Lake Park, \$1,000,000.
- Minnow Pond at Halsted, \$2,000,000.
- Storm water manage plan, \$50,000.
- Storm Water GIS, \$25,000.
- IDEP Elimination Program, \$100,000.
- Open Channel Maintenance Program, \$100,000.
- City owned storm water basin maintenance, \$25,000.
- Storm modeling and Master Plan update and Asset Management Plan, \$142,000 (shared funding).

**SANITARY SEWERS:**

- Sanitary Sewer Rehabilitation, \$500,000.
- Wastewater Asset Management Plan, \$302,000 (75% funded by State).
- Thirteen Mile Sanitary Sewer, \$700,000.

Sanitary Sewer projects were scheduled simultaneously with road projects, providing a mechanism for providing affordable sewer updates. Homeowners would often pay about \$40,000 of the cost; septic repairs ran into the \$25,000-\$30,000 range, and septic systems always had a life cycle.

**WATER MAINS:**

Oakland County maintained the water system, and worked with the City in terms of keeping track of where the breaks were. The average cost to fix a break was in the \$8,000-\$9,000 average. In some areas there had been 20 or more breaks in the last 20 years; the Department's plan acknowledged the most critical areas.

- Miscellaneous upgrades to the water system, \$100,000

- Grand River Homes Phase III: replace existing 4" and 6" with 8", \$1,120,000.
- Grayling, Waldron, and Dresden (aka Meadowbrook Heights): replace existing 4" and 6" with 8", \$1,349.00.

Other projects as listed in the CIP in order of importance were scheduled for future years, including Kimberly Subdivision and Villa Capri, which were about 2 years out. Also, the City was looking at putting a water system in subdivisions that did not have a hydrant, utilizing a payback system.

Based on the number of breaks in a neighborhood, it was often more cost effective to replace a system than to continue to fix the breaks, especially in older neighborhoods where breaks were in rear yards. A replacement system brought the water main out to the front yard.

### **SIDEWALKS:**

Sidewalks on major roads were done in correlation with major road projects. Therefore the projected work could change if federal funding was received for a road construction project not scheduled for the current year. For instance, Inkster Road, west side, Nine to Eleven Mile Road could be funded soon and therefore it would get moved up in the schedule.

- Sidewalk replacement along major roads including brick paver repair/replace, \$100,000.
- Halsted south of Nine Mile at 22311 and 22315 (west side), \$90,000.
- Fourteen Mile, south side, Pear Ridge to Clubhouse, \$260,000.
- Thirteen Mile, Drake to Marvin, \$100,000.

Other projects were listed in order of priority for future years.

Commissioner Stimson asked if there was methodology in place to determine when a sidewalk was installed and when a wider bike path was installed.

Engineering Manager Cubera said that bike paths were being constructed on the road shoulders; those were not true bike paths but that was where bike needs were being addressed. There was no current plan for 8-foot wide bike paths, although there were wider sidewalks in some areas.

Commissioner McRae asked for a map that showed gaps in the sidewalk system to be provided prior to the public hearing.

Commissioner McRae suggested moving the Non-motorized Plan to the current year. If it was always going to be in the future, why even include in the CIP? With significant money being spent and planned for sidewalks, the Non-motorized Plan should be given priority. Commissioner Schwartz agreed.

Commissioner Stimson emphasized that more bike paths should be constructed in the City. There were dangers to riding a bike on road shoulders; families who biked with their children especially did not want to do this. Why not make new sidewalks wider? For example, Rochester had many 8-foot asphalt bike paths throughout their city.

### **TRANSPORTATION:**

- Capital preventative maintenance projects, \$900,000.
- Gravel to Paved, Special Assistant Districts, \$80,000 (80% SAD funded).
- Local road rehabilitation, Special Assessment Districts (2,000,000, 80% SAD funded).

- Tri-Party TBD, \$115,000 (shared funding City, Road Commission, Oakland County).
- Orchard Lake Boulevard, Thirteen to Fourteen Mile Road, ROW and Construction, \$1,765,000 (shared funding).
- Thirteen Mile Road, Drake to Farmington, \$1,900,000.
- Inkster Road, Thirteen Mile Road to Northwestern Highway, \$1,350,000.
- Thirteen Mile Road, Middlebelt to Inkster Road, \$1,000,000.
- Nine Mile/Halsted Intersection Improvements, \$839,000.

Other projects were prioritized for future years as listed in the Capital Improvement Plan.

Commissioner McRae asked if there was an overall plan for left-turn signalization in the intersections in the City. Left turn signals appeared differently at different intersections.

DPW Superintendent McCarthy said that the signals were county-maintained and were computerized; if the traffic in real time allowed for a longer green light, the system would allow that.

In response to a question from Commissioner Countegan, Engineering Manager Cubera said that the CIP did govern what improvements were made in the City, unless something came up quickly because of available grants, etc.

Chair Rae-O'Donnell thanked the departments for their presentations and brought the matter back to the Commission for a motion.

Commissioner Stimson noted that in addition to land-use discussion regarding Harrison High School, there was conversation regarding retirement housing adjacent to the Costick Center; this was another land use change.

**MOTION by Schwartz, support by McRae, to set the Capital Improvements Plan 2018/2019 through 2023/2024 for Public Hearing on March 15, 2018, with the following changes:**

- **On page 67, Sidewalks, move item #11, *Non-motorized Master Plan* to the 2018/2019 fiscal year, possibly swapping it with another project of the same value (\$100,000).**
- **On page 23, Public Facilities, #13 *Police Access Control*, add \$50,000 for the next 3 fiscal years.**

**Motion carried unanimously.**

**MOTION by Schwartz, support McRae, that the Planning Commission send a letter to City Council under the chairperson's signature requesting a joint meeting to discuss land use planning for Harrison High School and other goal setting that City Council would like the Commission to study.**

**Motion carried unanimously.**

**PUBLIC COMMENT:** None

**COMMISSIONER'S COMMENTS:**

Commissioner Brickner suggested developing an ordinance for dispensaries for Medical Marijuana. City



Planner Stec said he believed the City Council wanted to take a wait and see attitude toward this; cities could opt in or out regarding having dispensaries in their boundaries. Commissioner Countegan suggested this could be goal-setting item.

Commissioner Schwartz asked about the temporary sign at the gas station at the southeast corner of 13 Mile and Orchard Lake Roads. Staff gave an update, saying the permanent sign should be replaced soon and the temporary sign would then be removed.

Commissioner Stimson said the last Planning magazine had discussed different approaches and options for clearing snow from sidewalks, including *Adopt a Sidewalk*, community service for high school students, sharing equipment, etc.

Commissioner Countegan thanked staff for dinner this evening.

The next meeting was set for February 15, 2018. Commissioner Brickner noted he would be absent for that meeting.

**ADJOURNMENT:**

Seeing that there was no further discussion, Chair Rae-O'Donnell adjourned the meeting at 8:54 p.m.

Respectfully submitted,  
Steven J. Stimson  
Planning Commission Secretary

/cem