



Special City Council Meeting
7:00 PM, MONDAY, JANUARY 4, 2016
Conference Room
Farmington City Hall
23600 Liberty Street
Farmington, MI 48335

FINAL

SPECIAL MEETING MINUTES

A Special meeting of the Farmington City Council was held on Monday, January 4, 2016 in the Conference Room, Farmington City Hall, 23600 Liberty Street, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:00 p.m. by Mayor William Galvin.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Councilmember	Present	
Greg Cowley	Mayor	Present	
William Galvin	Councilmember	Present	
Steve Schneemann	Mayor Pro Tem	Present	
Jeff Scott	Councilmember	Present	

City Administration Present

Director Christiansen
City Manager Murphy
Clerk Halberstadt
City Attorney Schultz

2. APPROVAL OF AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Steve Schneemann, Mayor Pro Tem
AYES:	Bowman, Cowley, Galvin, Schneeman, Scott

3. PUBLIC COMMENT

Sue Levey, owner of Baker’s Studio, stated she had sent a letter to Council regarding the North parking lot. She explained the parking needs of her clientele. She asked Council to look at solutions other than three-hour parking, i.e. permits for specific days and length of time.

Mayor Galvin thanked her for her comments and for being present at the meeting.

4. BOARD & COMMISSION INTERVIEW

A. Interview John Barber for Recreation Master Plan Committee

Council interviewed John Barber for a position on the Recreation Master Plan Committee.

Motion to Appoint John Barber to the Farmington Recreation Master Plan Committee.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Scott, Councilmember
SECONDER:	Steve Schneemann, Mayor Pro Tem
AYES:	Bowman, Galvin, Schneeman, Scott, Cowley

5. DISCUSS HIRING A DIRECTOR FOR THE GOVERNOR WARNER MANSION

A. Consideration to Hire a Mansion Director on a Contractual Basis

City Administration requested Council approval to hire a Mansion Director on a contractual basis, similar to that of the Civic Theater and Farmer’s Market. The position would be funded through matching revenues from events, sponsorships and grants. The first year’s salary has already been provided in the Mansion Agency account.

City Administration advised that in early 2009 at the request of the City Manager, the Clerk’s Department agreed to oversee the operations of the Mansion on a temporary basis until other arrangements could be made. The Clerk’s Department established the Mansion Committee to help facilitate higher and better use of the Mansion, resulting in an increase in events and activities along with higher revenues and a 501(c)(3) was formed. He indicated a director dedicated to the administration of the Mansion would help facilitate functions and financing.

Clerk Halberstadt stated that this is the right time make this change given the recent restructuring of the Clerk’s Department and the upcoming Presidential elections. She believed a director would better be able to maximize the use of the Mansion.

Bowman stated she didn't realize there wasn't a person in place running the Mansion and thinks it's a fabulous resource that can be tapped into at a greater level with the hiring of a Director.

Discussion was held as to how to find suitable candidates for the position.

Cowley indicated he was in favor of a Mansion Director as long as compensation did not come out of the General Fund.

Scott expressed support for hiring a Director. He questioned the process for recruitment of the position.

Halberstadt responded there is a specific skill set they would be looking for in a director, such as grant writing, excellent people skills, etc.

Responding to a question from Schneemann, Halberstadt stated the Director would establish the hours necessary to perform the job.

Galvin asked if this position would qualify as a department head and Murphy responded in the affirmative, with attendance required at staff meetings, but on a contractual level, not employee hire.

Further discussion was held on the subject and Galvin asked that Schultz work on a contract that could be brought back to Council in the future.

Galvin thanked Halberstadt and Murphy for their input on this agenda item.

6. CONSIDERATION TO AMEND TRAFFIC CONTROL ORDER REGARDING THE NORTH PARKING LOT

A. Resolution to Amend Traffic Control Order – North Lot

Murphy stated that in an effort to better manage the available parking in Downtown Farmington and in the North Parking Lot, City Administration is recommending an amendment to Section 14, Section 4 of the Traffic Control Orders to include three-hour timed, limited parking in the public parking spaces along the far north row of Thomas Street. He stated City Administration recommends the approval of the resolution, formally approving the proposed Traffic Control Order Amendment. He noted it would not take effect until new signs are installed. Further discussion was held as to the evolution of this proposed change.

Cowley provided a visual presentation of the eleven spots that were excluded in the last Traffic Control Order and he felt that exceptions should not have been made. He indicated that employees are utilizing those eleven spaces and didn't endorse the idea of parking passes. He recommended that people who need to park for more than three hours should park in the Masonic Temple lot or at the Maxfield Training Center. He stated a solution to the problem presented during public

comment would be to put a 30-minute loading zone at the base of the building rather than providing a parking pass.

Scott clarified the number of untimed parking spaces available and agreed that it needed to be controlled. He then inquired where the residents of the apartments were parking and further discussion was held.

Schneemann inquired why some of the untimed spaces were still not included in the amendment. He also asked for follow-up from the Parking Committee and business owners to provide feedback. He stated he would like to set a date by which the feedback would be provided.

Bowman stated that both business owners and residents should be considered when contemplating approval of this amendment. She would also like to establish a deadline to receive feedback.

Galvin stated he could not support approval of the amendment until metrics from the Parking Commission are provided to Council. He indicated the City needs stronger parking management but would like to table the item until it can be studied further.

Motion to table consideration of Traffic Control Order Amendment to include three-hour time limited parking in the public parking lot spaces along the far north row in the north municipal lot until additional review and information from the Parking Commission is provided.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sara Bowman, Councilmember
SECONDER:	Steve Schneemann, Mayor Pro Tem
AYES:	Bowman, Galvin, Schneeman, Scott, Cowley

7. OTHER BUSINESS

None heard.

8. COUNCIL COMMENT

Galvin discussed the upcoming goal-setting session scheduled for the following Saturday. He noted three criteria that need to be met before making a decision: 1) does it have citizen support; 2) can it be implemented by the City administratively; and 3) does it have funding? At the session he would like to discuss parking management and structure, and purchasing a new fire truck. He would also like to discuss City Hall and finding new tax revenue.

Murphy stated he would like to schedule a joint meeting with the DDA and a joint training session with Council and Planning Commission.

9. ADJOURNMENT**1. Motion to adjourn the meeting.**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steve Schneemann, Mayor Pro Tem
SECONDER:	Jeff Scott, Councilmember
AYES:	Cowley, Galvin, Bowman, Scott, Schneemann

The meeting was adjourned at 8:20 p.m.

William E. Galvin, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: February 15, 2016