



**Special/Study Session Meeting
6:00 p.m., Monday, August 19, 2019
Conference Room
23600 Liberty Street
Farmington, MI 48335**

STUDY SESSION AGENDA

- 1. Roll Call**
- 2. Approval of Agenda**
- 3. Public Comment**
- 4. Smart Cities Presentation – Charter Communications**
- 5. Interview for Vacancy on Library Board**
- 6. Discussion: Increase Public Service Department Maintenance Worker staff by one additional employee to improve services for the community**
- 7. Other Business**
- 8. Council Comment**
- 9. Closed Session to Discuss Confidential Correspondence from City Attorney**
- 10. Adjournment**

Farmington City Council Staff Report	Council Meeting Date: August 19, 2019	Item Number 5
Submitted by: Melissa Andrade		
<u>Agenda Topic:</u> Interview for vacancy on Library Board		
<u>Proposed Motion:</u> Move to appoint _____ to the Farmington Community Library Board of Directors as one of the Farmington appointees; term ending 6/30/2022.		
<u>Background:</u> At its June 17, 2019 Regular Council Meeting, city council accepted the resignation of Library Board member Cynthia Zervos, leaving a term that expires on 6/30/2022. Both city and library administration posted the vacancy. Library Board members serve a 4-year term. The Board meets on the second Thursday of the month at the 12 Mile Library. Under the State District Library Establishment Act [Public Act 24 of 1989], the Farmington Community Library Board of Trustees is a taxing authority with governance responsibilities for all aspects of library operation. The Board is composed of eight [8] Trustees, with four [4] each appointed from the cities of Farmington and Farmington Hills. The Board is empowered: <ul style="list-style-type: none"> • to establish, maintain and operate a public library for the district; • to appoint and remove a librarian and necessary assistants and to fix their compensation; • to supervise and control library property; • to adopt bylaws and regulations; to establish a district library fund, over which it shall have exclusive control; and to do any other thing necessary to conduct district library service. 		
<u>Materials:</u> None		



APPLICATION FOR CITY OF FARMINGTON
BOARDS, COMMISSIONS AND COMMITTEES

Thank you for your interest in serving the City of Farmington as an appointed public representative.
Applications will be maintained on file for future consideration

Date: July 7, 2019 _____

Name: Bomarito Jessica Noelle
Last First Middle

Home Address: 33617 State Street Farmington 48335
Number & Street City Zip

Home Telephone: 248-520-8536 Voting Precinct: No. 1 _____

Email: jessica.bomarito@cengage.com _____

Employer: Gale _____

Business Address: 27500 Drake Rd. Farmington Hills 48331
Number & Street City Zip

Business Telephone: 248-699-8929 _____

Have you been a resident of Farmington for the past 12 months? Yes _____

Please state your reasons for volunteering to serve our community as an appointed public representative..

I've lived in Farmington for nearly 9 years and understand the importance of community involvement to create a vibrant community. The open position on the Library Board of Directors provides an opportunity to combine my love of Farmington with my passion for libraries.

PLEASE CIRCLE YOUR PREFERENCE(S)

- A. Commission on Aging
- B. Arts Commission
- C. Beautification Committee*
- D. Board of Review
- E. Charter Review Committee
- F. Commission on Children, Youth & Families
- G. Construction Board of Appeals
- H. Downtown Development Authority
- I. Emergency Preparedness Committee
- J. Friends of the Governor Warner Mansion
- K. Grand River Corridor Improvement Authority
- L. Historical Commission
- M. Library Board of Directors
- N. Parking Advisory Committee
- O. Planning Commission
- P. Zoning Board of Appeals

*City of Farmington residency not required

EDUCATION ACHIEVEMENT

Oakland University _____ B.A., English _____ 2000 _____
Name of College/University _____ Degree _____ Year Attained _____

Name of College/University _____ Degree _____ Year Attained _____

Name of Institution/High School _____ Diploma/Certificate _____ Year Attained _____

(Degree or advance education is not required for appointment consideration)

EMPLOYMENT/PROFESSIONAL EXPERIENCE

Please describe your professional qualifications and/or employment experience.

I've worked for Gale, a Farmington Hills based company that creates databases and other content for libraries at every level, for 18+ years. In that time, I've become aware of the numerous issues and complexities facing public libraries, as well as school and academic libraries. Through various positions at Gale I've attended conferences such as the American Library Association, industry webinars, and interviewed librarians on a variety of topics. As part of my current Product Manager role, I regularly represent Gale's Literature products at tradeshow and provide internal and external training. As part of my role, I read industry journals like *Booklist* and *Library Journal* as well as blogs focused on the library space and learning. In addition to understanding the needs of libraries broadly, I have experience managing multi-million dollar budgets, and working collaboratively in and across teams.

COMMUNITY/PUBLIC SERVICE EXPERIENCE

Please describe you previous experience with community-based organizations or other volunteer activities.

I have two children that attend Longacre Elementary and have volunteered in a variety of capacities at the school. Through Gale, I've volunteered at Gleaners and have participated in a reading program with Hillside Elementary. In addition, I've volunteered time working with kickstART Farmington, helping to organize and produce the annual Greater Farmington Film Festival.

SPECIAL SKILLS AND ABILITIES

Please describe any special skills, abilities, talents, etc., that you are willing to share.
Project management, writing, and editing.



Applicant signature

Please attach any additional pages or documents and return completed application to:

City of Farmington
c/o City Manager's Office
23600 Liberty Street
Farmington, Michigan 48335
(248) 474-5500 extension 2221

Farmington City Council Staff Report	Council Meeting Date: August 19, 2019	Item Number 6
Submitted by: Charles Eudy, Superintendent		
Agenda Topic: Increase Public Service Department Maintenance Worker staff by one (1) additional employee to improve services for the community.		
Proposed Motion: Discussion only		
<p>Background: Historically, Public Services has been staffed by four (4) Water & Sewer Maintenance Workers, six (6) Public Works Maintenance Workers, one (1) Custodian, and one (1) Vehicle Maintenance Technician. A total of 12 full time employees. In 2001, Public Services increased the staff to 13 employees due to the work load and the average age of the employees. In 2007, five senior employees retired and were replaced by four new employees. From 2008-2013, Public Services further reduced staffing to 10 full time employees, four Water & Sewer (W&S), and six Public Works. The custodial and vehicle maintenance duties were absorbed by the 10 employees. In May of 2017, Public Services restored the full time Custodial Position increasing the employees to 11.</p> <p>Public Services has been plagued by injuries due to being over-loaded and the average age of the employee has increased to nearly the same age as in 2007. One employee has not returned from the 2017 injury and another is on limitations.</p> <p>Public Services is not able to provide the services to the community as we did prior to 2008. Residents are expecting an increase to services following the millage increase. The only way we can meet these expectations is to hire an additional employee. We have met with the City Manager and Director of Finance and Administration to discuss allowing Public Services to hire an additional employee.</p> <p>If an additional employee is hired, their 2,080 hours per year would be focused on roadway maintenance including cold patching, crack sealing, catch basin repairs, storm sewer cleaning, and tree trimming. Additional services will include sidewalk repairs, assist W&S Department with WMB repairs, sewer cleaning & maintenance, fire hydrant maintenance, and water meter reading. Attached is a spreadsheet that shows how the new employee's hours would be allocated.</p> <p>The cost of a new DPW employee is approximately \$70,000-\$80,000. As mentioned previously, there is one employee that is injured and has not returned to work. The City is not paying wages or benefits for this employee, although the wages and benefits are included in the budget. While the injured employee is out, the proposed new employee would be filling the injured employee's role and would fit in the current budget appropriation. When the injured employee returns, the budget would be impacted by the cost of the new employee and the additional services described above would begin.</p>		
<p>Materials:</p> <p>12th Public Services Employee's Hours</p>		

12th Public Services Employee

Water & Sewer	GL	Hours	percentage of department hours
		1040	
Water maintenance& repairs	592-621	332.8	32.00%
Sewer maintenance & repair	592-622	416	40.00%
Meter Replacement	592-623	52	5.00%
Fire Hydrants maintnenace & repair	592-624	156	15.00%
Meter Reading	592-632	83.2	8.00%
Total W&S		1040	100.00%

Public Works	GL	Hours	percentage of department hours
		1040	
Building & Grounds/Public Works	101-265 or 441	31.2	3.00%
Sidewalk maintenance & repair	101-444	135.2	13.00%
Total General Fund Hours		166.4	

Roads	GL	Hours	
Major Roads winter maint coldpatch crack seal, structure repairs	202-463	208	20.00%
County Roads winter maint, coldpatch	202-486	72.8	7.00%
Trunkline winter maint cold patch	202-508	72.8	7.00%
Local Roads winter maint, coldpatch, crack seal, structure repairs	203-463	520	50.00%
Total Roads hours		873.6	
			100.00%

Total Hours **2080**