



FINAL

SPECIAL STUDY SESSION MEETING MINUTES

A Special Study Session meeting of the Farmington City Council was held on January 7, 2013, in Conference Room A, Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 7:00 PM by Mayor J.T. Buck.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
J.T. Buck	Mayor	Present	
Greg Cowley	Councilmember	Present	
William Galvin	Mayor Pro Tem	Present	
Kristin Kuiken	Councilmember	Present	
JoAnne McShane	Councilmember	Absent	

2. APPROVAL OF AGENDA

Move to amend the agenda, removing Item No. 6, *Consideration to Adopt Resolution #4 for the Grove Street Improvement District*, from the agenda.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Kristin Kuiken, Councilmember
AYES:	Buck, Cowley, Galvin, Kuiken
ABSENT:	McShane

3. CONSIDERATION TO APPROVE CONSTRUCTION ESTIMATE #2 FOR DRAKESHIRE CENTER

A. Consideration to Approve Construction Estimate #2 for Drakeshire Center Improvement Project and Change Order #2

Move to approve construction estimate #2 and authorize payment to Richard Hyman Builders in the amount of \$61,200 for work completed on the Drakeshire Center Improvement Project and approve change order #2 in the amount of \$2,980.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	William Galvin, Mayor Pro Tem
AYES:	J.T. Buck, Greg Cowley, William Galvin, Kristin Kuiken
ABSENT:	JoAnne McShane

4. REVIEW OF DRAFT RESOLUTION FOR THE ECONOMIC VITALITY INCENTIVE PROGRAM

A. Review of Draft Resolution Affirming a Plan for Cooperation, Collaboration & Consolidation for the Economic Vitality Incentive Program (EVIP)

Pastue reviewed a proposed resolution that includes a listing of many of the City's past and current cooperative and collaborative efforts, shared services; and affirming a plan for expanded cooperation, collaboration, and consolidation. He stated the City's plan must be submitted to the Department of Treasury by February 1, 2013.

Responding to a question from Galvin, Pastue confirmed the approved resolution will be placed on the City's website.

5. LEGISLATIVE ANALYSIS LAME DUCK SESSION

A. Legislative Analysis Lame Duck Session

Pastue reviewed a number of bills recently signed into law and discussed their impact on Farmington.

Discussion followed regarding the elimination of the Personal Property Tax; the poor job by the legislature in providing replacement revenue; and the challenge in planning a long term budget as a result.

Kuiken recommended inviting a representative from SEMCOG to meet with Council to discuss the recently approved Regional Transportation Authority.

Responding to a question from Kuiken, Pastue confirmed Council would still have to make a decision in January 2014 regarding whether to continue to opt-in with SMART.

Kuiken asked what motivated the legislature to pass the contractor indemnification bill.

Pastue responded lobbying and special interests.

6. CONSIDERATION TO ADOPT RESOLUTION #4 FOR THE GROVE STREET IMPROVEMENT DISTRICT

Item removed from the agenda

7. DISCUSSION REGARDING APPOINTMENTS TO THE VISIONING TASK FORCE

1. Discussion Regarding Appointments to the Visioning Task Force

Charles Fleetham, President of Project Innovations, was present to facilitate discussion on appointments to the visioning taskforce.

Pastue discussed the process for selecting a taskforce citing the importance of a broad spectrum of representation, i.e. background, ethnicity, business background, etc.

Cowley questioned the number of hours involved?

Fleetham responded approximately 20 hours over 5-6 meetings and 20 outside hours. He noted there may be a few sub-committees that will meet outside of the core meetings.

At the request of Mayor Buck, Pastue briefly reviewed the steps in the visioning process:

- Public engagement
- Understanding the Context/Data/Information Collection
- Conducting the Vision - generative, analytical, and deliberative meetings
- Illustrating the Vision - visual concepts
- Finalizing and Implementation

Fleetham discussed the process of data gathering. He stated the general flow of a successful visioning program includes divergence, convergence and emergence. He stated in the beginning there needs to be as much divergence as possible in terms of ideas, thoughts and participants. The next step is a convergence of at least three alternatives which are different enough so that people will have to make choices. And finally, one or two alternatives will emerge.

Fleetham suggested an approach to developing a taskforce that would include an open invitation to the community to attend an initial meeting. He noted Council could also send out invitations to individuals they would like included. He advised potential taskforce members would fall into one of three categories: core member, flex member and observer. He stated over the course of the meeting presentation participants will be able to identify which category they fall into. He discussed the importance of placing a couple of Councilmembers on the taskforce.

Responding to a question from Cowley, Fleetham stated at the meeting he will discuss the different responsibilities of taskforce members. He emphasized that not everyone will want to be a core member and that is ok.

Fleetham stated he would like the Mayor and City Manager to appear at the meeting to make the call for action and then let the consultants take over.

Responding to a question from Kuiken, Fleetham stated the taskforce will vet out the good ideas then go to the stakeholders for feedback.

Responding to a further question, Fleetham stated he can handle up to 100 participants in the creative process. He emphasized the importance of starting out with the largest group possible.

Buck expressed support for Fleetham's approach to selecting the taskforce. He liked the inclusion of a large number of participants in the initial process.

Galvin also expressed support, noting it is a refreshing approach that will create positive results. He asked about inclusion of City Councilmembers and City staff.

Fleetham suggested including two Councilmembers, City Manager, and Director of Economic Development on the taskforce.

Galvin asked if there was a concern about political influence.

Fleetham responded no. He stated the more participants the less that is an issue.

Kuiken expressed excitement about the process. She emphasized the importance of getting a broad spectrum of participants from the community.

Responding to a question from Pastue, Fleetham stated a taskforce of about 15-20 naturally forms from the process. He stated the best hope of getting the best product is to invite as many people as possible in the beginning.

Pastue recommended that all Councilmembers be present at the first meeting.

Pastue stated he will look for a location for the first meeting. It will likely take place sometime during the last week of January.

Pastue stated the next step will be for Cheryl to send out formal invitations; and a call to action to community through media and website.

8. PUBLIC COMMENT

No public comment was heard.

9. COUNCIL COMMENT

Galvin stated the City needs to reach out to Representative Barnett to get her legislative perspective on the bills that were recently passed.

Buck advised he had already sent her an invitation.

10. CLOSED SESSION - LABOR NEGOTIATIONS UPDATE

1. Motion to enter closed session to receive labor negotiations update.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristin Kuiken, Councilmember
SECONDER:	William Galvin, Mayor Pro Tem
AYES:	J.T. Buck, Greg Cowley, William Galvin, Kristin Kuiken
ABSENT:	JoAnne McShane

Council entered into closed session at 8:06 p.m.

2. Motion to return to open session.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Kristin Kuiken, Councilmember
SECONDER: Greg Cowley, Councilmember
AYES: J.T. Buck, Greg Cowley, William Galvin, Kristin Kuiken
ABSENT: JoAnne McShane

Council returned to open session at 8:40 p.m.

11. ADJOURNMENT

1. Motion to adjourn the meeting.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Greg Cowley, Councilmember
SECONDER: Kristin Kuiken, Councilmember
AYES: J.T. Buck, Greg Cowley, William Galvin, Kristin Kuiken
ABSENT: JoAnne McShane

The meeting adjourned at 8:40 p.m.

Mayor J.T. Buck

Susan K. Halberstadt, City Clerk

Approval Date: _____