



## AUBURN HILLS MEETING SCHEDULE

248-370-9402 | WWW.AUBURNHILLS.ORG

### JANUARY 2025

DAY	TITLE	TIME	LOCATION
6	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
6	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
8	<del>Planning Commission</del>	<del>7:00 PM</del>	<b>CANCELLED</b>
9	<del>Zoning Board of Appeals</del>	<del>7:00 PM</del>	<b>CANCELLED</b>
13	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
13	Downtown Development Authority Informational Meeting	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
13	Downtown Development Authority Meeting	Immediately following Informational Meeting	Administrative Conference Room 1827 N. Squirrel Road
14	Tax Increment Finance Authority	4:00 PM	Administrative Conference Room 1827 N. Squirrel Road
20	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
21	Brownfield Redevelopment Authority Meeting	6:00 PM	Administrative Conference Room 1827 N. Squirrel Road

**NOTE:** Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248.370.9402 48 hours prior to the meeting. Staff will be pleased to make the necessary arrangements.



AUBURN HILLS MEETING SCHEDULE  
248-370-9402 | WWW.AUBURNHILLS.ORG

## FEBRUARY 2025

DAY	TITLE	TIME	LOCATION
3	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
3	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
5	Planning Commission	7:00 PM	Council Chamber 1827 N. Squirrel Road
10	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
11	Tax Increment Finance Authority	4:00 PM	Administrative Conference Room 1827 N. Squirrel Road
13	Zoning Board of Appeals	4:00 PM	Council Chamber 1827 N. Squirrel Road
17	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
18	Brownfield Redevelopment Authority	6:00 PM	Administrative Conference Room 1827 N. Squirrel Road
25	Public Safety Advisory Committee	5:00 PM	Public Safety Building 1899 N. Squirrel Road

**NOTE:** Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248.370.9402 48 hours prior to the meeting. Staff will be pleased to make the necessary arrangements. PLEASE BE ADVISED, DUE TO A LACK OF AGENDA ITEMS, SOME MEETINGS MAY BE CANCELED.



**CITY OF AUBURN HILLS**  
**MONDAY, JANUARY 20, 2025**  
**Regular City Council Meeting ♦ 7:00 PM**

Council Chamber, 1827 N. Squirrel Road, Auburn Hills MI  
248-370-9402 ♦ [www.auburnhills.org](http://www.auburnhills.org)

**1. MEETING CALLED TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL OF COUNCIL**

**4. APPROVAL OF MINUTES**

4a. City Council Workshop Minutes, January 6, 2025

4b. City Council Regular Meeting Minutes, January 6, 2025

**5. APPOINTMENTS AND PRESENTATIONS**

5a. Introduction of Ally Maye-Bloom, Program Coordinator

**6. PUBLIC COMMENT**

**7. CONSENT AGENDA**

All items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

7a. Board and Commission Minutes

7a1. Downtown Development Authority, November 18, 2024.

7b. Motion – To approve engineering, design and geotechnical services work to be performed by OHM Advisors and G2 Consulting Group for the Riverwalk Pathway Project.

7c. Motion – To approve the purchase of two replacement Ford Mavericks.

7d. Motion – To approve the purchase of four replacement RAM Trucks.

7e. Motion - To approve the purchase of 115 water meters for the Meter Maintenance Program.

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

9a. Public Hearing/Motion – To adopt a resolution declaring necessity and to proceed with project and defray a portion of the costs of the project by special assessments upon specially benefited properties (Resolution No. 3) for **Executive Hills Boulevard**.

9b. Public Hearing/Motion – To adopt a resolution declaring necessity and to proceed with project and defray a portion of the costs of the project by special assessments upon specially benefited properties (Resolution No. 3) for **Centre Road**.

9c. Public Hearing/Motion – To adopt a resolution declaring necessity and to proceed with project and defray a portion of the costs of the project by special assessments upon specially benefited properties (Resolution No. 3) for **Innovation Drive**.

**10. COMMENTS AND MOTIONS FROM COUNCIL**

**11. CITY ATTORNEY REPORT**

**12. CITY MANAGER REPORT**

**13. CLOSED SESSION**

13a. Motion - To meet in closed session to discuss possible Real Property Purchase pursuant to MCL 15.268(1)(d) of the Open Meetings Act.

13b. Motion - To meet in closed session to discuss Attorney's Opinion letter, pursuant to MCL 15.268(1)(h) of the Open Meetings Act.

**14. ADJOURNMENT**

City Council meeting minutes are on file in the City Clerk's Office. NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248.370.9402 or the City Manager's Office at 248.370.9440 48 hours prior to the meeting. Staff will be pleased to make the necessary arrangements.



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 20, 2025

AGENDA ITEM NO 4A

CITY COUNCIL



## CITY OF AUBURN HILLS

City Council Workshop

**DRAFT** Minutes

JANUARY 6, 2025

CALL TO ORDER: Mayor Marzolf at 5:45 PM  
LOCATION: Admin Conference Room, City Hall, 1827 N. Squirrel Rd, Auburn Hills, MI 48326  
Present: Mayor Marzolf, Council Members Ferguson, Fletcher, Hawkins, Knight, McDaniel and Verbeke  
Absent: None

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Attorney Beckerleg, Clerk Pierce, Chief of Police Gagnon, Fire Chief Massingill, Assistant Fire Chief Robinson, Economic Development Mgr Carroll, Mgr of Fleet & Roads Hefner, Assistant to the Manager Hagge

1 Guest

Workshop Topic: Leaf Burning

Chief Massingill presented an informative news clip on the effects of burning leaves. He reviewed the City ordinance regulating opening burning. He discussed various areas of concern with leaf burning which include environmental, health and safety concerns, the financial impact of enforcement, and legal compliance with the state law.

Chief Massingill explained that there are several options moving forward which include adopting a more restrictive ordinance, adopting a less restrictive ordinance, improving enforcement of the ordinance and implementing a cost recovery ordinance related to repeat offenders. He noted that it would better serve the City to either allow burning or not allow burning as the current ordinance allows for confusion from residents.

Discussion ensued about reducing the number of hours and days which burning would be allowed and the impact of completely banning leaf burning. It was noted that only a handful of communities still allow leaf burning in Oakland County. It was pointed out that the trash hauler will pick up bagged leaves and the Senior Services Department has a leaf raking program.

Chief Gagnon suggested that a way to improve ordinance enforcement is to have the Police Department go back to being the responding unit to these complaints. At that time, if the Fire



Department is called to put out the fire, then the cost recovery ordinance would be used and a ticket would be written.

Council agreed to proceed with the ban on leaf burning starting on June 1<sup>st</sup> after the spring burning and expressed that educating the residents is key, especially in the first year. Staff will move forward with a proposed ordinance amendment.

The workshop adjourned at 6:50 PM.

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Brain W. Marzolf, Mayor

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Laura M. Pierce, City Clerk



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 20, 2025

AGENDA ITEM NO 4B

CITY COUNCIL



## CITY OF AUBURN HILLS REGULAR CITY COUNCIL MEETING **DRAFT** MINUTES

JANUARY 6, 2025

**CALL TO ORDER &** Mayor Marzolf at 7:00 PM.

**PLEDGE OF ALLEGIANCE:**

**LOCATION:** Council Chamber, 1827 N. Squirrel Road, Auburn Hills MI

**ROLL CALL:** Present: Council Members Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, and Verbeke

Absent: None

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Attorney Beckerleg, City Clerk Pierce, Chief of Police Gagnon, Deputy Police Chief McGraw, Fire Chief Massingill, Mgr of Fleet & Roads Hefner, Economic Development Mgr Carroll, Assistant to the City Manager Hagge, Engineer Driesenga

33 Guests

A workshop session was held prior to the regular City Council meeting at 5:30 PM. Workshop Topic: Leaf Burning

#### 4. APPROVAL OF MINUTES

4a. City Council Regular Meeting Minutes, November 25, 2024

Moved by Hawkins, Seconded by Ferguson.

**RESOLVED:** To approve the City Council Regular Meeting Minutes of November 25, 2024.

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke

No: None

**Resolution No. 25.01.001**

**Motion Carried (7 - 0)**

4b. City Council Workshop Minutes, December 2, 2024

Moved by Verbeke, Seconded by Fletcher.

**RESOLVED:** To approve the City Council Workshop Minutes of December 2, 2024.

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke

No: None

**Resolution No. 25.01.002**

**Motion Carried (7 - 0)**

4c. City Council Regular Meeting Minutes, December 2, 2024

**Moved by Verbeke, Seconded by Ferguson.**

**RESOLVED:** To approve the City Council Regular Meeting Minutes of December 2, 2024.

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke

No: None

**Resolution No. 25.01.003**

**Motion Carried (7 - 0)**

**5. APPOINTMENTS AND PRESENTATIONS**

5a. Promotion of Chad Taylor to the rank of Sergeant and Cynthia Scott to the rank of Detective.

Chief Gagnon and City Council recognized the promotion of Detective Chad Taylor to the rank of Sergeant and Officer Cynthia Scott to the rank of Detective.

5b. Motion – To confirm the reappointments of Valeria Gaton and Michael Wayne to the Downtown Development Authority.

**Moved by Ferguson, Seconded by Knight.**

**RESOLVED:** To confirm the reappointments of Valerie Gaton and Michael Wayne to the Downtown Development Authority for terms ending October 31, 2028.

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke

No: None

**Resolution No. 25.01.004**

**Motion Carried (7 - 0)**

5c. Motion – To confirm the appointment of Nicholas Townsend to the Downtown Development Authority.

**Moved by Hawkins, Seconded by Ferguson.**

**RESOLVED:** To confirm the appointment of Nicholas Townsend to the Downtown Development Authority for a term ending October 31, 2027.

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke

No: None

**Resolution No. 25.01.005**

**Motion Carried (7 - 0)**

5d. Motion – To confirm the reappointment of Joseph Hopper to the Brownfield Redevelopment Authority.

**Moved by Knight, Seconded by Verbeke.**

**RESOLVED:** To confirm the reappointment of Joseph Hopper to the Brownfield Redevelopment Authority for a term ending December 31, 2028.

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke

No: None

**Resolution No. 25.01.006**

**Motion Carried (7 - 0)**

**6. PUBLIC COMMENT**

Ms. Patty Hassett of 2471 Joswick shared her support of leaf burning.

Mr. Dominic J. Moceri of 3005 University Dr. requested a meeting with staff to discuss an amendment to the Parkways Court condominium development agreement.

**7. CONSENT AGENDA**

7a. Board and Commission Minutes

7a1. Planning Commission, December 11, 2024.

**RESOLVED: To receive and file the Board and Commission Minutes.**

7b. Motion – To approve the Performance Resolution for Governmental Agencies Annual Permit for Work on State Highway Right-Of-Way required by MDOT.

**RESOLVED: To approve the Performance Resolution for Governmental Agencies as required by MDOT for the purpose of receiving the 2025 Annual Construction Permit for miscellaneous operations within the State highway right-of-way. (Attachment A)**

7c. Motion – To enter into an interlocal agreement with Oakland County for Oakland County Incident Management Team.

**RESOLVED: To direct City Manager Tanghe to execute the Oakland County Incident Management Team Interlocal Agreement as presented.**

7d. Motion – To adopt as policy the method for annually adjusting the salary schedule ranges for non-union personnel.

**RESOLVED: To adopt as policy the City Manager’s recommendation for the method of adjusting the Non-Union salary ranges on an annual basis, as contained within this memo. (Attachment B)**

**Moved by Verbeke, Seconded by Fletcher.**

**RESOLVED: To approve the Consent Agenda.**

**VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke**

**No: None**

**Resolution No. 25.01.007**

**Motion Carried (7 - 0)**

## **8. UNFINISHED BUSINESS**

### **9. NEW BUSINESS**

9a. Motion – To adopt Resolution No. 2 for Proposed **Executive Hills Boulevard** Special Assessment District and to set a Public Hearing for January 20, 2025.

Mr. Hefner explained that on December 2, 2024, the Auburn Hills City Council adopted Resolution No. 1 to direct the City Manager to prepare plans, specifications, and cost estimates to support establishment of the proposed Special Assessment District (SAD) for road improvements to Executive Hills Boulevard. In order to proceed with this project, he commented that a Public Hearing is the next step in the process.

**Moved by Ferguson, Seconded by Hawkins.**

**RESOLVED: To approve Resolution No. 2, a resolution declaring tentative necessity and tentative intent to proceed with the project and setting the public hearing for January 20, 2025 at 7:00 p.m. in City Hall at 1827 North Squirrel Road, Auburn Hills, MI 48326, for the purpose of hearing statements and objections to the proposed Special Assessment District No. 10 regarding the repair of and improvements to Executive Hills Boulevard. (Attachment C)**

**VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke**

**No: None**

**Resolution No. 25.01.008**

**Motion Carried (7 - 0)**

9b. Motion – To adopt Resolution No. 2 for Proposed **Centre Road** Special Assessment District and to set a Public Hearing for January 20, 2025.

Mr. Hefner explained that on December 2, 2024, the Auburn Hills City Council adopted Resolution No. 1 to direct the City Manager to prepare plans, specifications, and cost estimates to support establishment of the

proposed Special Assessment District (SAD) for road improvements to Centre Road. In order to proceed with this project, he commented that a Public Hearing is the next step in the process.

**Moved by Verbeke, Seconded by Fletcher.**

**RESOLVED:** To approve Resolution No. 2, a resolution declaring tentative necessity and tentative intent to proceed with the project and setting the public hearing for January 20, 2025 at 7:00 p.m. in City Hall at 1827 North Squirrel Road, Auburn Hills, MI 48326, for the purpose of hearing statements and objections to the proposed Special Assessment District No. 11 regarding the repair of and improvements to Centre Road. (Attachment D)

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke

No: None

**Resolution No. 25.01.009**

**Motion Carried (7 - 0)**

9c. Motion – To adopt Resolution No. 2 for Proposed **Innovation Drive** Special Assessment District and to set a Public Hearing for January 20, 2025.

Mr. Hefner explained that on December 2, 2024, the Auburn Hills City Council adopted Resolution No. 1 to direct the City Manager to prepare plans, specifications, and cost estimates to support establishment of the proposed Special Assessment District (SAD) for road improvements to Innovation Drive. In order to proceed with this project, he commented that a Public Hearing is the next step in the process.

**Moved by Verbeke, Seconded by Ferguson.**

**RESOLVED:** To approve Resolution No. 2, a resolution declaring tentative necessity and tentative intent to proceed with the project and setting the public hearing for January 20, 2025 at 7:00 p.m. in City Hall at 1827 North Squirrel Road, Auburn Hills, MI 48326, for the purpose of hearing statements and objections to the proposed Special Assessment District No. 12 regarding the repair of and improvements to Innovation Drive. (Attachment E)

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke

No: None

**Resolution No. 25.01.010**

**Motion Carried (7 - 0)**

## **10. COMMENTS AND MOTIONS FROM COUNCIL**

Mr. Knight commented on the downtown and how the developments are coming along.

Mr. McDaniel wished everyone a Happy New Year.

Dr. Fletcher commented that there is a resident that is having difficulty with their mailing address being changed. The Police Department will follow up with the situation.

Mr. Ferguson shared that he is looking forward to a good year.

Mayor Marzolf also wished everyone a Happy New Year.

## **11. CITY ATTORNEY REPORT**

## **12. CITY MANAGER REPORT**

Mr. Tanghe requested that City Council go into Closed Session to conduct the annual City Manager's Performance Evaluation.

## **13. CLOSED SESSION**

13a. Motion – To meet in closed session for the City Manager's Performance Review.

**Moved by Verbeke, Seconded by Ferguson.**

**RESOLVED:** To meet in closed session for the City Manager's Performance Evaluation pursuant to MCL 15.268(1)(a) of the Open Meetings Act.

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke  
No: None

**Resolution No. 25.01.011**

**Motion Carried (7 - 0)**

The meeting recessed into Closed Session at 7:42 PM.

The meeting reconvened in Open Session at 8:45 PM.

**Moved by McDaniel, Seconded by Knight.**

**RESOLVED:** To increase City Manager Tanghe's salary to \$207,000 retroactive to January 1, 2025 and to give him a \$10,000 bonus payable within the next two pay cycles payable by cash or by contribution to his 401 or 457 account, whichever he prefers.

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke  
No: None

**Resolution No. 25.01.012**

**Motion Carried (7 - 0)**

#### **14. ADJOURNMENT**

**Moved by McDaniel, Seconded by Verbeke.**

**RESOLVED:** To adjourn the meeting.

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke  
No: None

**Resolution No. 25.01.013**

**Motion Carried (7 - 0)**

The meeting was adjourned at 8:47 PM.

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Brain W. Marzolf, Mayor

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Laura M. Pierce, City Clerk

## ATTACHMENT A

[Clear Form](#)

Michigan Department  
of Transportation  
2207B (05/21)

Page 1 of 2

### PERFORMANCE RESOLUTION FOR MUNICIPALITIES

*This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".*

RESOLVED WHEREAS, the \_\_\_\_\_ CITY OF AUBURN HILLS

(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY. Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

CITY MANAGER, ASSISTANT CITY MANAGER, PUBLIC WORKS DIRECTOR, AND

THE MANAGERS OF PUBLIC UTILITIES, FLEET AND ROADS, AND MUNICIPAL PROPERTIES

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the \_\_\_\_\_ CITY COUNCIL  
(Name of Board, etc.)  
of the \_\_\_\_\_ CITY OF AUBURN HILLS \_\_\_\_\_ of \_\_\_\_\_ OAKLAND COUNTY  
(Name of MUNICIPALITY) (County)  
at a \_\_\_\_\_ REGULAR \_\_\_\_\_ meeting held on the \_\_\_\_\_ 6TH \_\_\_\_\_ day  
of \_\_\_\_\_ JANUARY \_\_\_\_\_ A.D. \_\_\_\_\_ 2025 \_\_\_\_\_.

\_\_\_\_\_  
Signed

CITY CLERK

\_\_\_\_\_  
Title

LAURA M. PIERCE

\_\_\_\_\_  
Print Signed Name



ATTACHMENT B



CITY OF AUBURN HILLS  
CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 9D  
CITY MANAGER'S OFFICE

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager**  
**Submitted: December 4, 2024**  
**Subject: Motion – Adopt as Policy the Method for Annually Adjusting the Salary Schedule Ranges for Non-Union Personnel**

**INTRODUCTION AND HISTORY**

In the fourth quarter of 2023, we adopted a salary schedule for non-union personnel based on the results of a third-party compensation study we had conducted for us by GovHR. Our approach to what we adopted was based on the averages of comparably situated communities chosen by GovHR and based on a well-established set of criteria. In other words, we proceeded to adopt a salary schedule that was based on competitive averages. When the document was shared with City Council, we discussed adjusting it annually based on some sort of inflationary metric as a means of keeping up with that inflation. While there are many potential sources that can be used for determining inflation, one stood out for us. First, we knew we wanted something that was Michigan-specific. This is where our employees live and it's Michigan inflation that they experience. As a result, we are using the Michigan Department of Treasury Inflation Rate Multiplier and immediately below you will see the method used by Treasury to create the Michigan-specific inflation rate.

*The calculation of the Inflation Rate Multiplier is set in statute in MCL 211.34d:*

*(l) "inflation rate" means the ratio of the general price level for the state fiscal year ending in the calendar year immediately preceding the current year divided by the general price level for the state fiscal year ending in the calendar year before the year immediately preceding the current year.*

*(f) "General price level" means the annual average of the 12 monthly values for the United States consumer price index for all urban consumers as defined and officially reported by the United States Department of Labor, Bureau of Labor Statistics.*

To make certain that our non-union salary schedule does not become a runaway train, it was determined that we annually increase the salary schedule by the lesser of 3.00% or the published Michigan Department of Treasury Inflation Rate Multiplier. That multiplier going into 2025 is 3.10%. So, we adjusted the salary schedule by 3.00%.

It is important that City Council authorize the methodology recommended above as a policy. This has no correlation with setting salaries but provides guidance to management on parameters by which we pay our non-union employees for their roles. By creating this policy, you will be authorizing the City Manager to adjust the salary schedule for non-union employees going forward and you will not need to act again until such time there is perhaps a new study conducted. Your approval herein will allow the City Manager to annually increase the salary schedule by the lesser of 3.00% or the published Michigan Department of Treasury Inflation Rate Multiplier. If, in some rare occurrence (which has happened), there is negative inflation, the salary schedule would simply remain the same for that year and no upward adjustment would be made.

**STAFF RECOMMENDATION**

Staff recommend adoption of the above method for establishing the salary ranges for Non-Union employees on an annual basis.

**MOTION**

Move to adopt as policy the City Manager's recommendation for the method of adjusting the Non-Union salary ranges on an annual basis, as contained within this memo.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER

## **ATTACHMENT C**

### **CITY OF AUBURN HILLS RESOLUTION DECLARING TENTATIVE NECESSITY AND TENTATIVE INTENT TO PROCEED WITH PROJECT AND SETTING PUBLIC HEARING (RESOLUTION NO. 2) Executive Hills Boulevard**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 6th day of January, 2025, the following resolution was offered by Councilperson Ferguson and seconded by Councilperson Hawkins:

WHEREAS, the City is considering the construction of the proposed improvement described below and the establishment of a special assessment district to defray a portion of the cost of such improvement by special assessment against the benefitted properties; and

WHEREAS, the proposed improvement ("the project") is the repair of and improvements to Executive Hills Boulevard; and

WHEREAS, plans, specifications and cost estimates have been prepared by the City's engineers, OHM, and have been submitted to the City and filed with the City Clerk, for construction of the project and the City is tentatively considering the establishment of a special assessment district to finance and defray a portion of the costs of the project and the City Manager has recommended that the City Council proceed with the project; and

WHEREAS, the project is designed and intended to specially benefit all of the properties in the proposed special assessment district by repairing and improving Executive Hills Boulevard, thereby allowing said property owners better and safer access and travel on said road, preserving property values and protecting said property owners' and their invitees' and customers' vehicles, among other things.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council tentatively determines that the project is necessary and that it tentatively intends to proceed with the project and to establish the special assessment district to defray a portion of the costs of the project.

2. The City's engineers, OHM, who are registered professional engineers, have prepared plans describing the project and a preliminary estimate of the cost of the project in the amount of \$5,380,000 has now been determined, of which \$5,380,000 amount it is estimated that approximately \$2,690,000 will be defrayed by special assessments against the properties in the special assessment district. Such plans and cost estimates have been filed with the City Clerk and the City Manager recommends proceeding with the project.

3. The City Council tentatively designates all of the properties on the list attached to this Resolution as the special assessment district against which a portion of the costs of the project is to be assessed and which will be identified as Special Assessment District No. 10 (the "district").

4. The City Clerk shall give notice that the City Council shall conduct a public hearing on January 20, 2025 at 7:00 p.m. in the City Hall at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, for the purpose of hearing statements and objections to the project and to the tentatively established district. Notice of the public hearing shall be published twice in a newspaper published and/or circulated in the City, with the first publication being at least ten (10) days before the January 20, 2025 hearing and notice shall also be sent by

first class mail to each record owner or party in interest in whose name the land in the district is to be assessed as shown on the City's last preceding tax assessment roll for ad valorem tax purposes, with said notices to be mailed at least ten (10) days before the date of the hearing. The notices to be published and mailed by first class mail shall include the following:

- (a) The date, time and place of the public hearing;
- (b) A statement that the report, plan and estimate and the City Manager's recommendation is on file with the City Clerk for public examination.
- (c) A statement that appearance and protest at the hearing is required in order to appeal the matters to be considered at the hearing to the Michigan Tax Tribunal and that an owner and/or party in interest, or their agent, may appear in person at the hearing to protest, or they may appear by filing their appearance or protest by letter, which shall then not require their personal appearance provided that said letter is received by the City Clerk prior to and/or at the January 20, 2025 hearing.

AYES: 7 (Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke)  
NAYES: None  
ABSENT: None  
ABSTENTIONS: None

STATE OF MICHIGAN )  
 )ss  
COUNTY OF OAKLAND )

I, Laura M. Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 6th day of January, 2025, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Laura M. Pierce  
City Clerk

City of Auburn Hills  
County of Oakland  
State of Michigan

Executive Hills Blvd. Improvement Special Assessment District

Special Assessment Roll

Property Address	Parcel Number	Owner/Name1	Mailing Address	City	State	Zip	Legal Description	Benefit	Assessment
2300 Featherstone Rd.	02-14-26-12-6-003	Motor City Hotel LLC	2000 High Wadham Pl., Ste 300	Louisville	KY	40245-5909	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT. & S 38-2-4-6 W 156.83 FT. & N 88-20-02 E 827.98 FT. FROM NW SEC COR, TH N 88-20-02 E 525.25 FT, TH S 07-58-22 E 96.36 FT., TH ALG CURVE TO LEFT, RAD 1380 FT, CHORD BEARS S 15-52-53 E 379.75 FT, DIST OF 380.96 FT, TH S 25-47-22 E 63.68 FT, TH S 88-20-02 W 653.07 FT., TH N 01-39-58 W 522.90 FT TO BEG 6.88 AA/26/89 FR 001	1	
2400 Executive Hills Blvd	02-14-26-12-6-005	Vresco Technologies	2400 Executive Hills Blvd	Auburn Hills	MI	48326	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT. & S 38-2-4-6 W 156.83 FT. & N 88-20-02 E 151.30 FT. & S 05-38-12 E 255.58 FT. & S 14-34-28 E 167.76 FT. & S 23-30-58 E 64.38 FT. & S 00-40-14 E 672.28 FT FROM NW SEC COR, TH S 68-52-25 E 698.73 FT, TH S 02-44-18 W 350 FT, TH S 34-32-24 W 412.95 FT, TH S 55-56-57 W 259.14 FT, TH N 35-37-38 W 851.81 FT, TH ALG CURVE TO LEFT, RAD 866 FT, CHORD BEARS N 38-3-0-6 E 489.97 FT, DIST OF 496.75 FT TO BEG 14.07 AB-23-89 FR 002	1	
2500 Executive Hills Blvd	02-14-26-12-6-010	Webasto Roof Systems	2500 Executive Hills Blvd	Auburn Hills	MI	48326	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 2026.05 FT. & S 05-38-12 E 120.29 FT. & S 05-38-17 E 295.58 FT. & S 14-34-28 E 167.76 FT. & S 23-30-58 E 64.38 FT. & S 1-3-40 E 209.55 FT FROM NW SEC COR, TH N 70-30-00 E 870.84 FT, TH ALG CURVE TO RIGHT, RAD 11267.91 FT, CHORD BEARS 00-31-51 W 326.40 FT, DIST OF 326.41 FT, TH S 01-21-38 W 156.38 FT, TH S 10-26-38 W 750 FT, TH S 34-32-24 W 160 FT, TH N 02-44-18 E 350 FT, TH N 69-52-25 W 698.73 FT, TH ALG CURVE TO LEFT, RAD 866 FT, CHORD BEARS N 06-41-6-42 E 474.22 FT, DIST OF 480.36 FT TO BEG 14.62 A3-31-95 FR 007	1	
2469 Executive Hills Blvd	02-14-26-12-6-012	Valiant International Holdings USA Inc.	2469 Executive Hills Blvd	Auburn Hills	MI	48326	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT. & S 38-2-4-6 W 156.83 FT. & N 88-20-02 E 827.98 FT. & S 01-39-58 E 522.90 FT FROM NW SEC COR, TH N 88-20-02 E 653.07 FT, TH ALG CURVE TO RIGHT, RAD 746 FT, CHORD BEARS S 22-14-51 W 1068.87 FT, DIST OF 1191.55 FT, TH N 02-59-43 E 202.44 FT, TH N 57-05-51 W 286.84 FT, TH N 01-39-58 W 612.66 FT TO BEG 12.11 A6-9-95 FR 006	1	
2193 Executive Hills Blvd	02-14-26-12-6-014	Ashlin Corp	2555 Van Ommeren Dr.	Holland	MI	49424-8208	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT. & S 38-2-4-6 W 156.83 FT. & N 88-20-02 E 827.98 FT. & S 01-39-58 E 1135.56 FT FROM NW SEC COR, TH S 57-06-51 E 286.84 FT, TH S 02-59-43 W 202.44 FT, TH ALG CURVE TO RIGHT, RAD 746 FT, CHORD BEARS S 82-28-34 W 372.82 FT, DIST OF 376.81 FT, TH N 01-39-58 W 402.50 FT, TH N 88-20-02 E 151.08 FT TO BEG 3.06 A12-4-96 FR 011	1	
2155 Executive Hills Blvd	02-14-26-12-6-023	Stepper East Investments LLC	2155 Executive Hills Blvd	Auburn Hills	MI	48326	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 78 L 16844 P 639 7-1-99 FR 021	1	
2100 Executive Hills Blvd	02-14-26-12-6-025	Auburn Hills Realty II LLC	575 Pierce St., Ste 507	Kingson	PA	18704-5700	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 58 L 16844 P 639 7-1-99 FR 019 & 020	1	
2021 Executive Hills Blvd	02-14-26-12-6-027	GeniSys Credit Union	2100 Executive Hills Blvd	Auburn Hills	MI	48326	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 66 L 16844 P 639 7-1-99 FR 019, 020 & 022	1	
2021 Executive Hills Blvd	02-14-26-12-6-028	G&I XI BKG Pool I LLC	575 5th Ave, Fl 38	New York	NY	10017-2427	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 8 L 16844 P 639 7-1-99 FR 024	1	
2100 Executive Hills Blvd	02-14-26-12-6-029	GeniSys Credit Union	2100 Executive Hills Blvd	Auburn Hills	MI	48326	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 9 L 16844 P 639 5-31-00 FR 030	1	
2110 Executive Hills Ct.	02-14-26-12-6-031	EH Flex Holdings, LLC	999 Corporate Dr., Ste 210	Ladera Ranch	CA	92694-2148	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 10 L 16844 P 639 5-31-00 FR 030	1	
2150 Executive Hills Ct.	02-14-26-12-6-032	Executive Hills Drive LLC	27750 Stanbury Blvd., Ste 200	Farmington Hills	MI	48334-3803		1	

Total Parcels Assessed 12

Grand Total \$ -

Certification of Assessor

I, William Griffin, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the \_\_\_\_\_, 2025, Resolution of the City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor's best judgment, confirmed in all respects with the directions contained in the \_\_\_\_\_, 2025 Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

Signed \_\_\_\_\_  
Date \_\_\_\_\_

I hereby certify that on \_\_\_\_\_, 2025 the City Council of the City of Auburn Hills did confirm the attached special assessment roll.

## **ATTACHMENT D**

### **CITY OF AUBURN HILLS RESOLUTION DECLARING TENTATIVE NECESSITY AND TENTATIVE INTENT TO PROCEED WITH PROJECT AND SETTING PUBLIC HEARING (RESOLUTION NO. 2) Centre Road**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 6th day of January, 2025, the following resolution was offered by Councilperson Verbeke and seconded by Councilperson Fletcher:

WHEREAS, the City is considering the construction of the proposed improvement described below and the establishment of a special assessment district to defray a portion of the cost of such improvement by special assessment against the benefitted properties; and

WHEREAS, the proposed improvement ("the project") is the repair of and improvements to Centre Road; and

WHEREAS, plans, specifications and cost estimates have been prepared by the City's engineers, OHM, and have been submitted to the City and filed with the City Clerk, for construction of the project and the City is tentatively considering the establishment of a special assessment district to finance and defray a portion of the costs of the project and the City Manager has recommended that the City Council proceed with the project; and

WHEREAS, the project is designed and intended to specially benefit all of the properties in the proposed special assessment district by repairing and improving Centre Road, thereby allowing said property owners better and safer access and travel on said road, preserving property values and protecting said property owners' and their invitees' and customers' vehicles, among other things.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council tentatively determines that the project is necessary and that it tentatively intends to proceed with the project and to establish the special assessment district to defray a portion of the costs of the project.

2. The City's engineers, OHM, who are registered professional engineers, have prepared plans describing the project and a preliminary estimate of the cost of the project in the amount of \$3,071,000 has now been determined, of which \$3,071,000 amount it is estimated that approximately \$1,535,500 will be defrayed by special assessments against the properties in the special assessment district. Such plans and cost estimates have been filed with the City Clerk and the City Manager recommends proceeding with the project.

3. The City Council tentatively designates all of the properties on the list attached to this Resolution as the special assessment district against which a portion of the costs of the project is to be assessed and which will be identified as Special Assessment District No. 11 (the "district").

4. The City Clerk shall give notice that the City Council shall conduct a public hearing on January 20, 2025 at 7:00 p.m. in the City Hall at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, for the purpose of hearing statements and objections to the project and to the tentatively established district. Notice of the public hearing shall be published twice in a newspaper published and/or circulated in the City, with the first publication being at least ten (10) days before the January 20, 2025 hearing and notice shall also be sent by

first class mail to each record owner or party in interest in whose name the land in the district is to be assessed as shown on the City's last preceding tax assessment roll for ad valorem tax purposes, with said notices to be mailed at least ten (10) days before the date of the hearing. The notices to be published and mailed by first class mail shall include the following:

- (a) The date, time and place of the public hearing;
- (b) A statement that the report, plan and estimate and the City Manager's recommendation is on file with the City Clerk for public examination.
- (c) A statement that appearance and protest at the hearing is required in order to appeal the matters to be considered at the hearing to the Michigan Tax Tribunal and that an owner and/or party in interest, or their agent, may appear in person at the hearing to protest, or they may appear by filing their appearance or protest by letter, which shall then not require their personal appearance provided that said letter is received by the City Clerk prior to and/or at the January 20, 2025 hearing.

AYES: 7 (Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke)  
 NAYES: None  
 ABSENT: None  
 ABSTENTIONS: None

STATE OF MICHIGAN    )  
                               )ss  
COUNTY OF OAKLAND )

I, Laura M. Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 6th day of January, 2025, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Laura M. Pierce  
City Clerk

City Council meeting – January 6, 2025  
Page 14

City of Auburn Hills  
County of Oakland  
State of Michigan

Centre Road Improvement Special Assessment District  
Special Assessment Roll

Property Address	Parcel Number	Owner/Name/L	Mailing Address	City	State	Zip	Legal Description	Benefit	Assessment
1203 Centre Road	02-14-23-151-014	Centre Investments, LLC	1372 McCall Rd	Leonard	MI	48367-1425	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 36 4-7-86 FR 151-003	1	
1195 Centre Road	02-14-23-151-015	Spilane Holdings, LLC	1195 Centre Road	Auburn Hills	MI	48326	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 35 4-7-86 FR 151-003	1	
1163 Centre Road	02-14-23-151-019	Shelby Mgt LLC	7 N Shore Dr.	Lake Orion	MI	48362	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 31 4-7-86 FR 151-003	1	
1155 Centre Road	02-14-23-151-020	Dmart LLC	3649 Wooded Ln.	Lake Orion	MI	48360-3024	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 30 4-7-86 FR 151-003	1	
1147 Centre Road	02-14-23-151-021	Pine Knob Pro Associates, LLC	5645 Sashaw Rd.	Clarkston	MI	48346-3149	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 29 4-7-86 FR 151-003	1	
1139 Centre Road	02-14-23-151-022	TRA Management, LLC	145 S Livernois Rd., Ste 314	Rochester Hills	MI	48307-1837	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 28 4-7-86 FR 151-003	1	
1131 Centre Road	02-14-23-151-023	Munro Realty LLC	1140 Centre Rd.	Auburn Hills	MI	48326	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 27 4-7-86 FR 151-003	1	
1187 Centre Road	02-14-23-151-032	1116 Centre Rd Investors LLC	1550 E Beltline Ave, SE, Ste 15	Grand Rapids	MI	49506-4399	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK NLY 301.64 FT OF LOT 34 06/23/87 FR 016	1	
1183 Centre Road	02-14-23-151-033	1116 Centre Rd Investors LLC	1550 E Beltline Ave, SE, Ste 15	Grand Rapids	MI	49506-4399	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK SLY 300.50 FT OF LOT 34 06/23/87 FR 016	1	
1067 Centre Road	02-14-23-151-034	Barbara Rose Kohler Trust	6728 Country Club Ln.	West Bloomfield	MI	48322-3972	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 19 & 20 9-21-88 FR 030 & 031	1	
1091 Centre Road	02-14-23-151-036	K-S Group LLC	560 Kirts Blvd, Ste 100	Tray	MI	48084-4141	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOTS 21, 22 & 23 10-6-89 FR 027, 028 & 029	1	
1107 Centre Road	02-14-23-151-037	Premier Auburn-II, LLC	560 Kirts Blvd, Ste 100	Tray	MI	48084-4141	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOTS 24, 25 & 26 7-24-90 FR 024, 025 & 026	1	
1171 Centre Road	02-14-23-151-038	AMC Development LLC	61530 Huntington Cir E	Washington	MI	48094-1164	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOTS 32 & 33 9-20-90 FR 017 & 018	1	
1227 Centre Road	02-14-23-151-039	1227 Centre Road LLC	12 Mountain View Dr	West Hartford	CT	06117-3009	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOTS 37 TO 40 IN CL 8-29-97 FR 013 & 095	1	
1220 Centre Road	02-14-23-152-003	Atlas Property Holdings LLC	1220 Centre Rd	Auburn Hills	MI	48326	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 3 4-7-86 FR 151-003	1	
1124 Centre Road	02-14-23-152-011	1116 Centre Rd Investors LLC	1550 E Beltline Ave, SE, Ste 15	Grand Rapids	MI	49506-4399	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 11 4-7-86 FR 151-003	1	
1116 Centre Road	02-14-23-152-012	1116 Centre Rd Investors LLC	1550 E Beltline Ave, SE, Ste 15	Grand Rapids	MI	49506-4399	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 12 4-7-86 FR 151-003		
1060 Centre Road	02-14-23-152-018	Premier-Auburn-II, LLC	560 Kirts Blvd, Ste 100	Tray	MI	48084-4141	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 18 4-7-86 FR 151-003	1	
1092 Centre Road	02-14-23-152-019	Taundas Properties LLC	1092 Centre Rd	Auburn Hills	MI	48326	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 15 & W 55 FT OF LOT 16 12-22-86 FROM 015 & 016	1	
1074 Centre Road	02-14-23-152-020	Engelwood Resources LLC	180 Engelwood Dr., Ste 1	Lake Orion	MI	48359	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK E 45 FT OF LOT 16 & ALL OF LOT 17 12-22-86 FROM 016 & 017	1	
1160 Centre Road	02-14-23-152-022	AB Investments LLC	1160 Centre Rd	Auburn Hills	MI	48326	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK PART OF LOT 5 & ALL OF LOT 6, MORE PARTICULARLY DESC AS BEG AT SW COR OF SD LOT 6, TH N 00-05-12 W 289.63 FT, TH N 72-15-09 E 150.50 FT, TH S 17-44-51 E 71.17 FT, TH S 00-05-12 E 267.47 FT, TH S 89-54-48 W 165 FT TO BEG 11-15-89 FR 005 & 006	1	
1180 Centre Road	02-14-23-152-023	Blackbird Holding Company, LLC	4684 Charing Cross Rd.	Bloomfield Hills	MI	48304-3205	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 4 & PART OF LOT 5, MORE PARTICULARLY DESC AS BEG AT SE COR OF SD LOT 4, TH S 89-54-48 W 165 FT, TH N 00-05-12 W 267.47 FT, TH N 17-44-51 W 71.17 FT, TH N 72-15-09 E 139.66 FT, TH ALG CURVE TO RIGHT, RAD 315 FT, CHORD BEARS N 77-14-50 E 54.85 FT, DIST OF 54.92 FT, TH S 00-05-12 E 389.69 FT TO BEG 11-15-89 FR 004 & 005	1	
1098 Centre Road	02-14-23-152-024	Sabe, LLC	1100 Centre Rd.	Auburn Hills	MI	48326	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOTS 13 & 14 12-14-89 FR 013 & 014	1	
1140 Centre Road	02-14-23-152-025	1140 Centre LLC	33477 Woodward Ave Ste 800	Birmingham	MI	48009-0929	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 7, ALSO PART OF LOT 8 ALL DESC AS BEG AT NE COR OF SD LOT 7, TH S 00-05-12 E 368.73 FT, TH S 89-54-48 W 250 FT, TH N 00-05-12 W 194.10 FT, TH ALG CURVE TO RIGHT, RAD 130 FT, CHORD BEARS N 36-04-59 E 153.45 FT, DIST OF 164.13 FT, TH N 72-15-09 E 167.33 FT TO BEG 4-22-93 FR 021	1	
1140 Centre Road	02-14-23-152-026	1140 Centre LLC	33477 Woodward Ave Ste 800	Birmingham	MI	48009-0929	T3N, R30E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK PART OF LOT 8, ALSO ALL OF LOTS 9 & 10 ALL DESC AS BEG AT SW COR OF SD LOT 10, TH N 00-05-12 W 230.90 FT, TH N 89-54-48 E 250 FT, TH S 00-05-12 E 210.90 FT, TH S 89-54-48 W 250 FT TO BEG 4-22-93 FR 021	1	

Total Parcels Assessed

25

Grand Total

\$ -

Certification of Assessor

I, William Griffin, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the \_\_\_\_\_, 2025, Resolution of City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor's best judgment, conformed in all respects with the directions contained in the \_\_\_\_\_, 2025 Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

Signed \_\_\_\_\_

Date \_\_\_\_\_

I hereby certify that on \_\_\_\_\_, 2025 the City Council of the City of Auburn Hills did confirm the attached special assessment roll.

**ATTACHMENT E**

**CITY OF AUBURN HILLS  
RESOLUTION DECLARING TENTATIVE NECESSITY AND TENTATIVE  
INTENT TO PROCEED WITH PROJECT AND SETTING PUBLIC HEARING (RESOLUTION NO. 2)  
Innovation Drive**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 6th day of January, 2025, the following resolution was offered by Councilperson Verbeke and seconded by Councilperson Ferguson:

WHEREAS, the City is considering the construction of the proposed improvement described below and the establishment of a special assessment district to defray a portion of the cost of such improvement by special assessment against the benefitted properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to Innovation Drive; and

WHEREAS, plans, specifications and cost estimates have been prepared by the City’s engineers, OHM, and have been submitted to the City and filed with the City Clerk, for construction of the project and the City is tentatively considering the establishment of a special assessment district to finance and defray a portion of the costs of the project and the City Manager has recommended that the City Council proceed with the project; and

WHEREAS, the project is designed and intended to specially benefit all of the properties in the proposed special assessment district by repairing and improving Innovation Drive, thereby allowing said property owners better and safer access and travel on said road, preserving property values and protecting said property owners’ and their invitees’ and customers’ vehicles, among other things.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council tentatively determines that the project is necessary and that it tentatively intends to proceed with the project and to establish the special assessment district to defray a portion of the costs of the project.
2. The City’s engineers, OHM, who are registered professional engineers, have prepared plans describing the project and a preliminary estimate of the cost of the project in the amount of \$1,487,000 has now been determined, of which \$1,487,000 amount it is estimated that approximately \$743,500 will be defrayed by special assessments against the properties in the special assessment district. Such plans and cost estimates have been filed with the City Clerk and the City Manager recommends proceeding with the project.
3. The City Council tentatively designates all of the properties on the list attached to this Resolution as the special assessment district against which a portion of the costs of the project is to be assessed and which will be identified as Special Assessment District No. 12 (the “district”).
4. The City Clerk shall give notice that the City Council shall conduct a public hearing on January 20, 2025 at 7:00 p.m. in the City Hall at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, for the purpose of hearing statements and objections to the project and to the tentatively established district. Notice of the public hearing shall be published twice in a newspaper published and/or circulated in the City, with the first



publication being at least ten (10) days before the January 20, 2025 hearing and notice shall also be sent by first class mail to each record owner or party in interest in whose name the land in the district is to be assessed as shown on the City's last preceding tax assessment roll for ad valorem tax purposes, with said notices to be mailed at least ten (10) days before the date of the hearing. The notices to be published and mailed by first class mail shall include the following:

- (a) The date, time and place of the public hearing;
- (b) A statement that the report, plan and estimate and the City Manager's recommendation is on file with the City Clerk for public examination.
- (c) A statement that appearance and protest at the hearing is required in order to appeal the matters to be considered at the hearing to the Michigan Tax Tribunal and that an owner and/or party in interest, or their agent, may appear in person at the hearing to protest, or they may appear by filing their appearance or protest by letter, which shall then not require their personal appearance provided that said letter is received by the City Clerk prior to and/or at the January 20, 2025 hearing.

AYES: 7 (Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke)  
 NAYES: None  
 ABSENT: None  
 ABSTENTIONS: None

[illegible]

I, Laura M. Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 6th day of January, 2025, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Laura M. Pierce  
City Clerk

City of Auburn Hills County of Oakland State of Michigan									
Innovation Drive Improvement Special Assessment District Special Assessment Roll									
Property Address	Parcel Number	Owner/Parcel	Mailing Address	City	State	Zip	Legal Description	Benefit	Assessment
2500 Innovation Dr	02-14-23-127-017	Joyson Safety Systems	2500 Takata Dr	Auburn Hills	MI	48326	13N, R10E, SEC 23 PART OF NW 1/4 BEG AT PT DIST N 86-55-00 W 952.60 FT & N 34-35-00 W 1101.49 FT & N 01-26-00 E 398.50 FT FROM CEN OF SEC, TH N 01-26-00 E 395 FT, TH S 88-34-00 E 510 FT, TH S 01-26-00 W 395 FT, TH N 88-34-00 W 510 FT TO BEG, ALSO BEG AT PT DIST N 86-55-00 W 952.60 FT & N 34-35-00 W 1101.49 FT & N 01-26-00 E 398.50 FT & S 88-34-00 E 510 FT FROM CEN OF SEC, N 01-26-00 E 385 FT, N 86-25-53 E 683 FT TO WLY R/W LINE OF 1-75 EMPY, TH S 08-42-48 E 316.90 FT, TH S 08-12-30 E 85.60 FT TO NLY R/W LINE OF KOPPE BLVD, TH ALG CURVE TO LEFT, RAD 80 FT, CHORD BEARS N 89-19-06 W 146.92 FT, DIST OF 186.19 FT, TH ALG CURVE TO RIGHT, RAD 60 FT, CHORD BEARS S 58-32-44 W 68.03 FT, DIST OF 22.33 FT, TH N 86-55-00 W 249.24 FT, TH ALG CURVE TO LEFT, RAD 235 FT, CHORD BEARS S 84-04-24 W 73.61 FT, DIST OF 73.61 FT, TH ALG CURVE TO RIGHT, RAD 175 FT, CHORD BEARS S 83-14-54 W 49.83 FT, DIST OF 50 FT, TH N 88-34-00 W 175.06 FT TO BEG 11.10 A 6-3-10 FR 006 & 013	1	
2550 Innovation Drive	02-14-23-176-012	BO & KR Hub RE Group LLC	3841 Rosegl'en Ct	Troy	MI	48064-2691	13N, R10E, SEC 23 PART OF NW 1/4 BEG AT PT DIST N 86-55-00 W 952.60 FT & N 34-35-00 W 1101.49 FT & N 01-26-00 E 173.58 FT FROM CEN OF SEC, TH N 01-26-00 E 154.92 FT, TH S 88-34-00 E 685.06 FT, TH ALG CURVE TO LEFT, RAD 245 FT, CHORD BEARS N 83-14-54 E 69.76 FT, DIST OF 70 FT, TH ALG CURVE TO RIGHT, RAD 165 FT, CHORD BEARS N 84-04-24 E 51.88 FT, DIST OF 51.89 FT, TH S 86-55-00 E 380 FT, TH ALG CURVE TO LEFT, RAD 80 FT, CHORD BEARS N 49-59-07 E 110 FT, DIST OF 121.28 FT, TH S 08-12-30 E 316.52 FT, TH N 86-55-00 W 755.70 FT, TH N 73-15-48 W 212.31 FT, TH N 88-34-00 W 360 FT TO BEG 6.10 A8-29-97 FR 005 & 006	1	

Total Parcels Assessed 2

Grand Total

\$

*I, William Griffin, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the \_\_\_\_\_, 2025, Resolution of City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor's best judgment, conformed in all respects with the directions contained in the \_\_\_\_\_, 2025 Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.*

Signed \_\_\_\_\_

Date \_\_\_\_\_

*I hereby certify that on \_\_\_\_\_, 2025, the City Council of the City of Auburn Hills did confirm the attached special assessment roll.*



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

**MEETING DATE: JANUARY 20, 2025**

**AGENDA ITEM NO 7A1**

**DOWNTOWN DEVELOPMENT AUTHORITY**

**“Not Yet Approved”  
CITY OF AUBURN HILLS  
DOWNTOWN DEVELOPMENT AUTHORITY MEETING**

**November 18, 2024**

**LOCATION:** Auburn Hills City Hall – Administrative Conference Room

**CALL TO ORDER:** Chairman Young called the meeting to order at 5:03 p.m.

**ROLL CALL:**

Present:	Young, Mayor Marzolf, Jernigan, Gatton, Wayne, Wise
Absent:	Casey, Bachan
Also Present:	Stephanie Carroll, Economic Development Manager; Eveonne Roberts, Downtown Engagement Specialist
Guests:	Christina Sheppard-Decius, Founder of POW Strategies

**PERSONS WISHING TO BE HEARD**

None.

**APPROVAL OF MINUTES**

**A. Regular Meeting Minutes – August 19, 2024**

Moved by Ms. Jernigan to approve the DDA Regular Meeting Minutes from August 19, 2024.

Seconded by Mr. Wise

**Motion carried**

**FINANCIAL REPORT**

**A. FY 2024 Adopted Budget and YTD Summary – October 31, 2024**

Ms. Carroll reviewed the financial report for the period ending October 31, 2024.

Moved by Ms. Wise receive and file the financial report for period ending October 31, 2024.

Seconded by Ms. Gatton.

**Motion carried**

**CORRESPONDENCE AND PRESENTATIONS**

**A. DDA Board Training Presentation by POW Strategies**

Ms. Sheppard conducted a training session with the board on how to operate as an effective DDA Board. Topics included the benefits of Downtown management, roles and responsibilities of board members, benefits of a DDA, finance and budgeting, and best practices. The group discussed the value they bring to the community and how they can build on the existing strengths of the DDA in the future.

**NEW BUSINESS**

None.

None.

**UNFINISHED BUSINESS**

None.

**BOARD MEMBER COMMENTS**

Ms. Gatton asked about the holes left within the landscaping areas along Primary Street where trees were removed due to construction. Ms. Carroll stated she would investigate and resolve the issue with DPW.

**EXECUTIVE DIRECTOR UPDATE**

Ms. Carroll brought attention to a thank-you letter written to the Board from Neighborhood House regarding the donation made through the SeptemBEERfest ticket sales.

**ADJOURNMENT**

**Moved by Ms. Jernigan to adjourn the DDA Board meeting.**

**The DDA Board of Directors meeting adjourned at 7:15 p.m.**

Respectfully submitted,  
Eveonne Roberts  
Downtown Engagement Specialist



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: JANUARY 20, 2025

AGENDA ITEM NO 7B

DEPARTMENT OF PUBLIC WORKS

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Stephen Baldante, Director of Public Works  
**Submitted:** January 15, 2025  
**Subject:** Motion – To approve engineering, design and geotechnical services work to be performed by OHM Advisors and G2 Consulting Group for the Riverwalk Pathway Project

### INTRODUCTION AND HISTORY

The Auburn Hills 2025 Capital Improvement Plan prioritizes creating a more connected city through strategic infrastructure development. The Riverwalk Pathway project, a key component of the Auburn Hills Parks Master Plan, will establish a comprehensive pathway system from Old Adams Road to Riverside Park through four distinct phases (attached as Exhibit A). This initiative enhances both recreational access and transportation options, improving walkability between neighborhoods and downtown while creating vital connections throughout the community.

Initial construction will focus on Phases B and C, which include a 10-foot-wide pathway connecting the Skate Park to River Woods Park. Phase A, planned for 2027, will extend the pathway to the Residences at River Trail development. The pathway design creates continuous access between these locations while incorporating the natural corridor along the Clinton River. The Phase D portion of the project is not part of this overall scope of engineering and design costs. Phase D design and construction will be explored at a later date due to potential permitting issues and significant costs associated with this portion of the project.

The project timeline begins with design initiation in January 2025, followed by permitting through the spring of 2025. The bidding process is scheduled for the summer of 2025, with construction planned for the fall of 2025 for phases B and C, subject to City Council approval and weather conditions. This schedule optimizes construction timing while maintaining project momentum. The construction of Phase A of the project is budgeted and scheduled in 2027 upon completion of the Residences at River Trail development.

The engineering, design and geotechnical services costs have been approved by the TIFA Board on January 14, 2025, totaling \$140,000. The services agreement (Exhibit B) includes project initiation including design, topographic survey and EGLE permitting as well as preliminary plan development, final design and contract documents.

### STAFF RECOMMENDATION

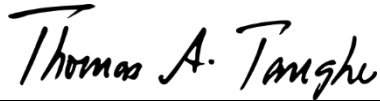
Staff recommend allowing the scope of services work to be performed by OHM Advisors and G2Consulting for engineering, design and geotechnical services work as part of the Riverwalk Pathway Project.

**CITY MANAGER'S NOTE:** You are not approving the funds for this project, but rather providing authorization to begin engineering work that will eventually lead to construction upon city property that is under the control of the City Council.

**MOTION**

Move to allow OHM Advisors and G2 Consulting Group to perform engineering, design and geotechnical services work as part of the Riverwalk Pathway Project.

I CONCUR:

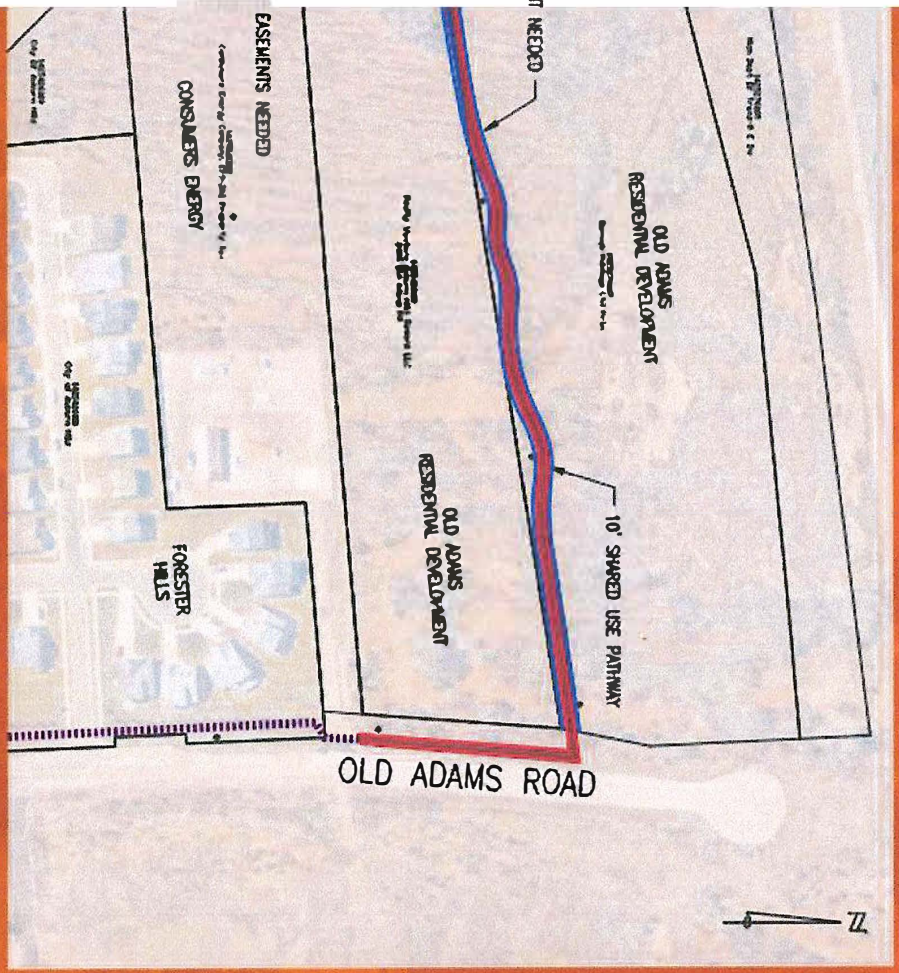
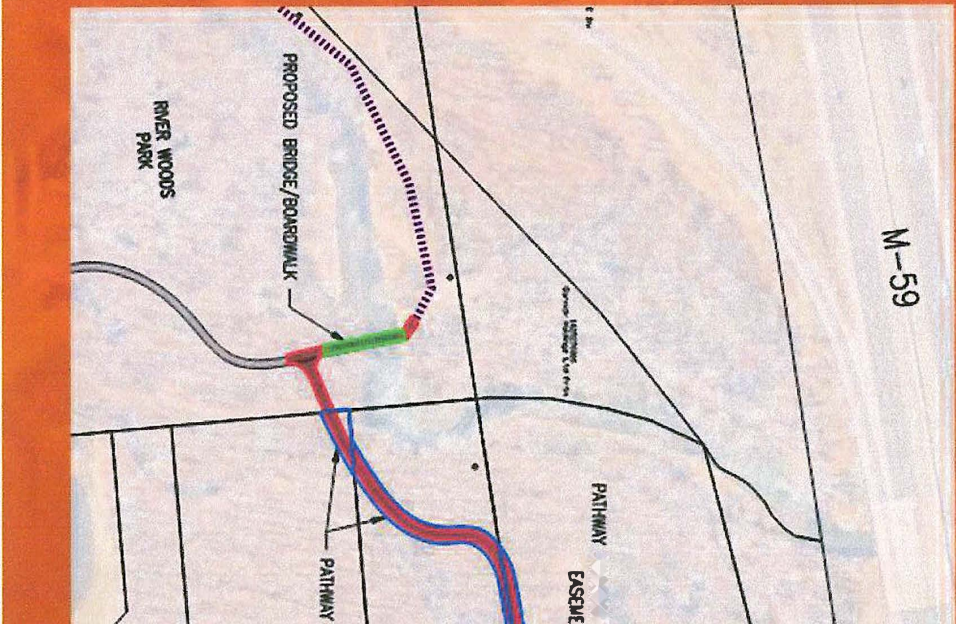
A handwritten signature in black ink that reads "Thomas A. Tanghe". The signature is written in a cursive style with a large, stylized 'T' and 'A'.

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THOMAS A. TANGHE, CITY MANAGER



# Phase A

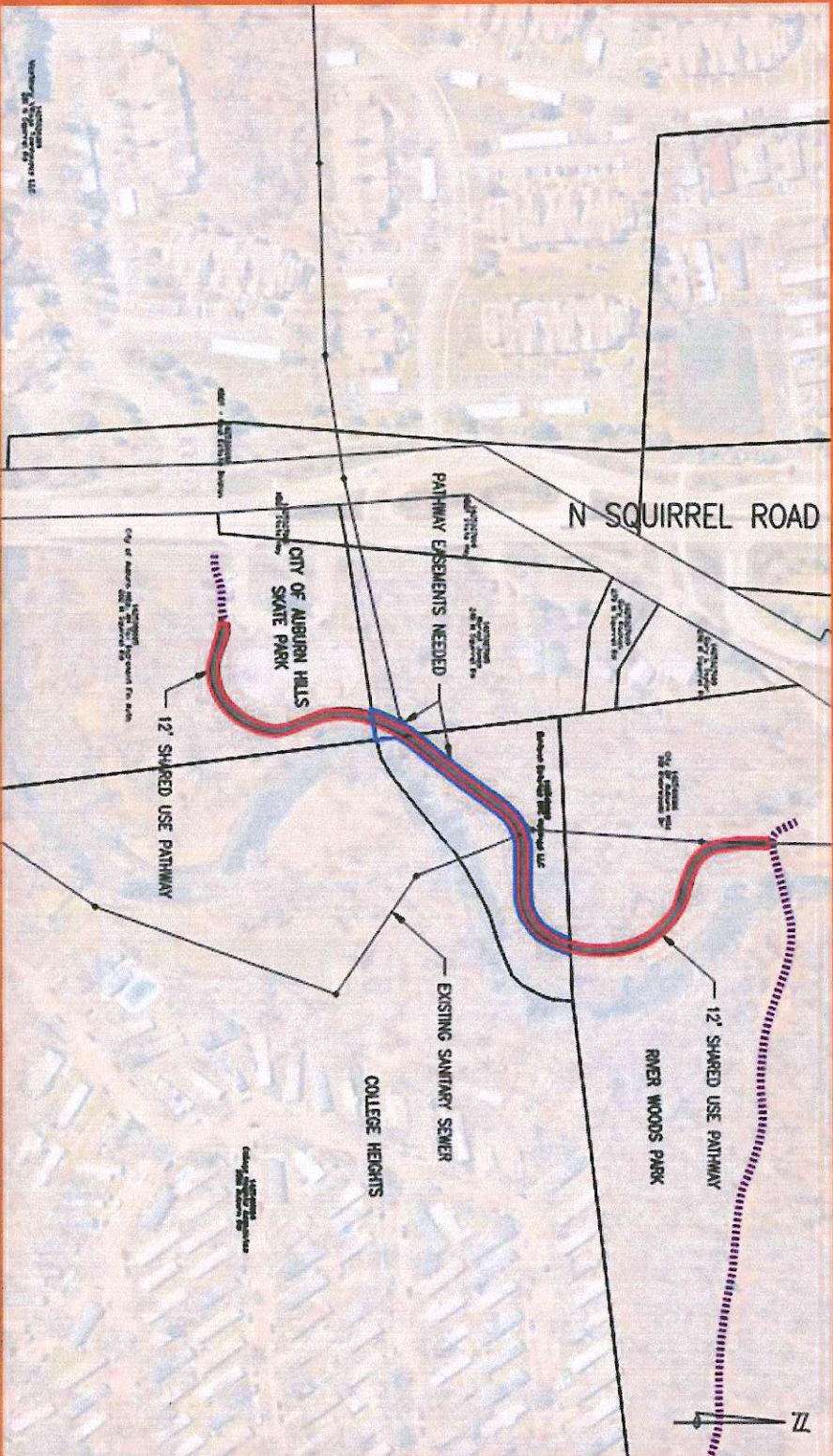






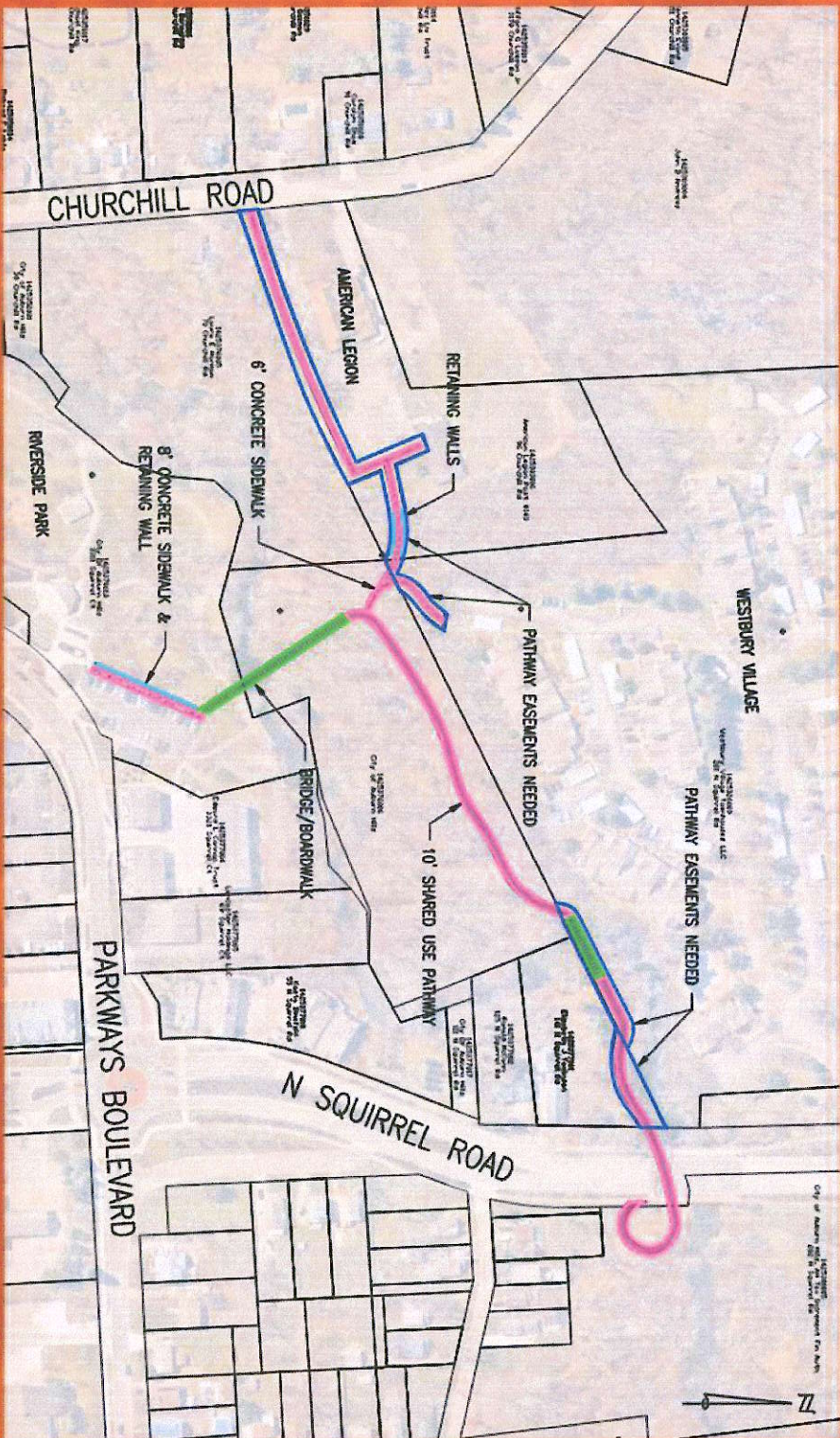


# Phase C





# Phase D





December 30, 2024

City of Auburn Hills  
1500 Brown Road  
Auburn Hills, MI 48326

Attention: **Mr. Stephen Baldante**  
Director of Public Works

Regarding: **2025 Riverwalk Pathway**  
Scope of Engineering Services

Dear Mr. Baldante:

Thank you for this opportunity to provide professional engineering services for the above referenced project. We have prepared the following project understanding and scope of services to be provided by OHM Advisors based on our previous discussions.

## **PROJECT UNDERSTANDING**

This project consists of construction of pathway connections as part of the City's Riverwalk Master Plan. The proposed pathway segments include:

- Connection between the Skate Park and River Woods Park.
- Bridge/boardwalk over the Clinton River in the northeast portion of River Woods Park and pathway loop along east portion of park to existing pathway.
- Connection between River Woods Park and pathway to be constructed as part of the Residences at River Trail development, which will connect to Old Adams Road.

The pathway alignment is proposed adjacent to the Clinton River and the boardwalk bridge will cross the Clinton River in the northeast corner of River Woods Park. Significant coordination with the Michigan Department of Environment, Great Lakes, & Energy (EGLE) will be required along with permit approvals due to proposed work within the floodplain, floodway, and adjacent wetlands. The anticipated construction cost for the overall project is approximately \$1.8 million.

## **SCOPE OF SERVICES**

### **Task 1 – Project Initiation and Obtain Information**

Under this task, we will initiate the project and obtain necessary information to proceed with the design. Specific work efforts include:

- Organize and attend a kickoff meeting with City staff to review project objectives, prepare design criteria, and establish a specific delivery schedule.
- Review existing utility information and record drawings for the project area.
- Perform a site review to identify elements that are sensitive to project, i.e. driveway locations and other access issues, utility facilities in the area, geometric deficiencies, landscape/aesthetic features and drainage items.
- Obtain specific topographic survey information for the project.





- Prepare a EGLE Joint Permit Pre-application Meeting Request and meet with EGLE on site to determine permitting requirements and obtain EGLE input on the limitations of work within the wetland, floodplain, and floodway.
- Notify known utility agencies of the proposed work and verify locations of existing known utilities, including both public and private, within the project limits for conflicts and coordinate relocations if necessary.
- Coordinate with a Geotechnical Engineer to obtain soil borings and pavement cores along the project route.
- Arrange and attend a meeting with City staff and other stakeholders to review project concepts, alternatives, and constraints.

### **Task 2 – Preliminary Plan Development**

Under this task, we will undertake the preparation of plans and specifications for the project and apply for the necessary permits. Specific work efforts include:

- Review field information collected to identify any deficient areas in the existing conditions.
- Complete Determination Key and have consultation with United States Fish and Wildlife Service (USFWS) if necessary to evaluate potential construction impacts on threatened or endangered species within the project area.
- Perform wetland delineation of the project area and determine wetland impacts per EGLE permitting requirements.
- Determine preliminary pathway geometrics and prepare typical pathway cross-sections for the project.
- Coordinate with the Geotechnical Engineer and assist in developing pavement cross-sections for the proposed construction and rehabilitation areas.
- Develop pathway plans in accordance with current AASHTO and City standards based on comments received from the City on base plans.
- Develop preliminary 10' wide bridge plans on H-piles and pile cap, and 10' wide boardwalk on helical pile plans.
- Prepare technical specifications and method of payment entailing materials, equipment, and labor necessary to perform the work.
- Compute preliminary quantities and prepare a preliminary Engineer's Opinion of Probable Construction Cost.
- Create a phasing and access plan depicting area that can be used by the contractor for access to the site and for storing of materials and equipment.
- Evaluate grading and ROW impacts associated with the proposed work and determine construction limits.
- Prepare proposed preliminary schedule for work including the construction start, substantial completion, and final completion dates.
- Prepare documents to obtain a EGLE joint permit (JPA) for Michigan Natural Resources and Environmental Protection Act (NREPA) Part 301 (Inland Lakes and Streams) and Part 31 (Floodplain Regulatory Impacts), Oakland County Water Resources Commission (OCWRC) soil erosion permit, and other permits deemed necessary to complete the project as described.
- Conduct public meetings with City staff and project stakeholders to review the project and identify concerns.
- Arrange and attend a meeting with City staff to review the preliminary plans and specifications.

### **Task 3 – Final Design and Contract Documents**

Based on comments received on the preliminary plans, final construction documents will be created and advertised for bidding. Specific work efforts include:

- Finalize design plans based on comments obtained.
- Complete construction details.
- Finalize detailed grading.



- Finalize grading easement limits and locations (if required) and prepare up to four grading easements.
- Prepare a bid sheet entailing all items of work and associated quantities.
- Prepare a final engineer's opinion of probable cost.
- Prepare and place an advertisement for bid. It is anticipated that the job will be advertised for at least three (3) weeks through BidNet, MITA & CAM.
- Prepare schedule for proposed work, including construction start, substantial completion, and final completion dates.
- Produce two (2) copies of contract documents for the DPW, if requested.
- Attend and plan one (1) meeting with the City to review contract documents prior to distribution for bid, if requested.
- Attend the bid opening.
- Prepare and evaluate a project bid tab. The bid tab shall include bidding contractors' total project bid and unit price breakdown.
- Check references for the three lowest bidding contractors.
- Provide a recommendation of award.
- OHM will assist in executing the Contract books including the following
  - i. Create and mail out a Notice of Award letter to the awarded Contractor.
  - ii. Coordinate the execution of six (6) copies of contract book.
  - iii. Produce two (2) executed copies of contract documents for the City. One copy will be delivered to the City Clerk and one copy will be delivered to the DPW.
- If the City Council does not award the contract, then OHM will communicate that information to the appropriate Contractors.

## SCHEDULE

The project will commence upon authorization to proceed. It is anticipated that the field work for the design would take place in the winter, with design, permitting and bidding following. We anticipate that the project could be bid for a presentation to City Council in fall of 2025. If the project is approved, construction could commence in spring of 2026. This schedule is based upon an authorization to proceed given by January 20, 2025.

## COMPENSATION

The services outlined above will be performed on an hourly basis for the not-to-exceed amount of one hundred twenty thousand dollars (\$120,000.00). This amount is based on the assumptions listed below. The City will be invoiced for services on a monthly basis. The estimated budget breakdown is as follows:

Project Initiation	\$ 20,000
Preliminary Plan Development	\$ 65,000
Final Design & Contract Documents	<u>\$ 35,000</u>
Total	\$ 120,000
Geotechnical Services Estimate (G2)	\$ 20,000

## FURTHER CLARIFICATIONS AND ASSUMPTIONS

The above-listed scope of services was prepared with the following assumptions.

- The City will be responsible for all permit application fees and permit fees.
- Geotechnical Services will be provided by G2 under a separate contract and are not included in this scope of services. The estimated amount for this service is indicated above.
- Permanent right-of-way will be needed for the project. The City will obtain and facilitate discussions with the



- impacted property owners for necessary pathway easements as required.
- The project will impact wetlands and may require wetland mitigation per EGLE permitting requirements. The City will be responsible to purchase Wetland Credits from the Clinton River Watershed Mitigation Bank if applicable.
  - Scope includes a 10' wide prefabricated pedestrian bridge up to 80' long with up to 100' of boardwalk on each end. This includes design and detailing of pile and cap abutments, boardwalk and applicable special provisions. If EGLE requires a longer bridge, longer boardwalk, or hydraulic modeling after the pre-application meeting, those services will be estimated at such a time they are required.
  - OHM will be pleased to provide any additional services for this project on an hourly basis. Services not included in this proposal:
    - a. Construction phase services such as, but not limited to, construction management, construction engineering, construction administration, construction observation and/or construction layout.
    - b. Relocation design services for water main and/or sanitary sewer, if required.
    - c. Mussel survey, assessment, and relocation, if required.
    - d. Environmental assessments or reports, drainage studies, or other environmental evaluations associated with potential contaminated soils.
    - e. Preparation of plans for landscaping and ornamental features.
    - f. Location of private utilities, other than requesting as-built information from private utility owners.

Should you find this agreement acceptable, please sign the authorization below and return a copy to us for our files. We look forward to providing professional services on this project. If you have any questions, please contact us.

Sincerely,  
**OHM Advisors**

Timothy J. Juidici, P.E.  
Principal-in-Charge

cc: Jason Hefner, Manager of Roads & Fleet  
Hannah Driesenga, OHM  
File

**City of Auburn Hills  
2025 Riverwalk Pathway Design**

Accepted By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: JANUARY 20, 2025

AGENDA ITEM NO 7C

DEPARTMENT OF PUBLIC WORKS

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads  
**Submitted:** January 8, 2025  
**Subject:** Motion – Approve the Purchase of 2 Replacement Ford Mavericks

### INTRODUCTION AND HISTORY

The 2025 Fleet Operating Budget includes \$90,000 for the replacement of two RAM pickup trucks utilized by the Parks Division. Through discussions of replacement, it was noted that AR1509 is a regular cab pickup truck with a short bed and a toolbox across the bed. If items stored within the toolbox were to be stored in the backseat of the Maverick, the rest of the truck would be the same. This results in a more fuel-efficient vehicle as the Maverick is a hybrid. For AR1508, staff will pass down a DPW Admin truck and utilize a Maverick to allow for better fuel economy as well. The price of these two vehicles is under budget. The chart below shows the vehicles being replaced and the new vehicles being ordered. The current vehicles will be sold once the new vehicles have been placed in service.

Current Vehicle					New Vehicle			Price
Asset ID	Year	Make	Model	Mileage	Year	Make	Model	
AR1508	2015	RAM	1500 CREW	97,747	2025	Ford	Maverick	\$ 33,200
AR1509	2015	RAM	1500	94,714	2025	Ford	Maverick	\$ 34,242
Total:								\$ 67,442

The two new vehicles will be purchased under the MiDEAL contract #240000001209 (State of Michigan contract) from LaFontaine Ford Lansing of Lansing, MI. The total cost for the 2 vehicles is \$67,442.00. All vehicles include a 3-year/ 36,000-mile bumper-to-bumper warranty and a 5-year/ 60,000-mile powertrain warranty, and an 8-year/100,000-mile hybrid/electric unique component warranty. We have used cooperative bids throughout the years to purchase a variety of items that include vehicles, equipment, and road salt. The cooperative bids that are used most often are the State of Michigan MiDEAL, the Oakland County Cooperative, Sourcewell, and the Rochester Hills Consortium. These cooperative bids are based on larger volumes which result in lower prices, a high-quality contract, and meet the spirit and intent of the Purchasing Ordinance.

### STAFF RECOMMENDATION

Staff recommend approval to purchase the two (2) Ford Maverick trucks listed above for \$67,442.00 from LaFontaine Ford Lansing of Lansing, MI under the MiDEAL contract #240000001209. Funding for the purchase is available from account number 661-594-981.000.

### MOTION

**Move to approve the purchase of two (2) Ford Maverick trucks listed above for \$67,442.00 from LaFontaine Ford Lansing of Lansing, MI under the MiDEAL contract.**

### EXHIBIT

Exhibit 1 – Vehicle Quotes

I CONCUR:

*Thomas A. Tanghe*

---

THOMAS A. TANGHE, CITY MANAGER



LaFontaine Ford Lansing  
5827 S Pennsylvania  
Lansing, MI 48911  
517-574-7120-Direct

QUOTATION

[dwresinski@lafontaine.com](mailto:dwresinski@lafontaine.com)

Name: City of Auburn Hills  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact: Jason Hefner  
Phone: 248-520-1164  
Email: [jhefner@auburnhills.org](mailto:jhefner@auburnhills.org)

Date: 12/30/2024  
Quote: 123024 A

2025 Ford Maverick AWD XLT 121" Wheelbase	
2.5L Hybrid Engine	
Auto CV Transmission	
Oxford White Exterior	
Navy Pier Medium Slate Interior	
Ford Co-Pilot 360 Assist Package	
Hard Drop-in Bedliner	
XLT Luxury Package	
State of MI Contract #240000001209	
MSRP Sales Price	\$34,975.00
Sales Price	\$33,185.00
Taxes	\$0.00
Registration and Title Fees	\$15.00
Delivery	\$0.00
Total Cost:	\$33,200.00

Signed: Daniel Wresinski

LaFontaine Ford Lansing  
5827 S Pennsylvania  
Lansing, MI 48911  
517-574-7120-Direct

QUOTATION

[dwresinski@lafontaine.com](mailto:dwresinski@lafontaine.com)

Name:City of Auburn Hills

Address:

City:State:Zip:

Contact:Jason Hefner

Phone:248-520-1164

Email:[jhefner@auburnhills.org](mailto:jhefner@auburnhills.org)

Date:12/30/2024

Quote:123024 B

2025 Ford Maverick AWD XLT 121" Wheelbase	
2.5L Hybrid Engine	
Auto CV Transmission	
Oxford White Exterior	
Navy Pier Medium Slate Interior	
Ford Co-Pilot 360 Assist Package	
Hard Drop-in Bedliner	
Hard Tri-Fold Tonneau Cover	
XLT Luxury Package	
State of MI Contract #240000001209	
MSRP Sales Price	\$36,155.00
Sales Price	\$34,227.00
Taxes	\$0.00
Registration and Title Fees	\$15.00
Delivery	\$0.00
Total Cost:	\$34,242.00

Signed: Daniel Wresinski



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: JANUARY 20, 2025

AGENDA ITEM NO 7D

DEPARTMENT OF PUBLIC WORKS

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads  
**Submitted:** January 8, 2025  
**Subject:** Motion – Approve the Purchase of 4 Replacement RAM Trucks

### INTRODUCTION AND HISTORY

The 2025 Fleet Operating Budget includes \$306,000 for the replacement of four RAM pickup trucks utilized by the Department of Public Works. D477 was previously utilized as a crew leader pick-up truck. With the restructuring of staff a year ago, the truck is now being utilized as a maintenance vehicle by the Utilities Division and will be upsized to a 3500 and a Utility Body will be added to better accommodate the increased tools, parts, and equipment that are required for the new tasks. D1709 is also being upsized with a utility body as it is used by our facilities crew leader. As more facilities are added or become more advanced, more storage is needed for tools, parts, and equipment while not impacting the ability to haul materials within the truck bed. The two current 3500 pick-ups will be downsized to 2500s as they will have the towing capacity necessary for their everyday tasks. The price of these four vehicles leaves approximately \$108,000 for the utility upfits and plow installations for these trucks (pricing on these upfits will happen in the future). The chart below shows the vehicles being replaced and the new vehicles being ordered. As is typical, the vehicles that are below 80,000 miles will replace current seasonal vehicles that are outside of the replacement schedule and have more than 80,000 miles and/or are more than 10 years old.

Current Vehicle					New Vehicle			Price
Asset ID	Year	Make	Model	Mileage	Year	Make	Model	
D477	2014	RAM	2500 CREW	59,122	2025	RAM	3500 CAB & CHASSIS	\$ 51,132
D1707	2017	RAM	3500 CREW	69,366	2025	RAM	2500 CREW	\$ 47,432
D1708	2017	RAM	3500	46,034	2025	RAM	2500	\$ 44,126
D1709	2017	RAM	2500 CREW	80,072	2025	RAM	3500 CAB & CHASSIS	\$ 51,132
Total:								\$193,822

Current electric vehicles on the market and the tasks asked of the current fleet were studied. At this time, the electric vehicles do not have the ability to run the continuous 24-hour shifts that are sometimes required with DPW vehicles. The city has acquired and put into service a plug-in hybrid van for the community center, allowing extended range if needed while prioritizing usage of the battery. Additionally, the city has 11 Ford Maverick Hybrids in service and 2 additional on the agenda tonight; being used across multiple departments.

The four new vehicles will be purchased under the MiDEAL contract #240000001206 (State of Michigan contract) with LaFontaine Chrysler Dodge Jeep Ram FIAT of Lansing, MI, the total cost for the 4 vehicles is \$193,822.00. All vehicles include a 3-year/ 36,000-mile bumper to bumper warranty and a 5-year/ 60,000-mile powertrain warranty. We have used cooperative bids throughout the years to purchase a variety of items that include vehicles, equipment, and road salt. The cooperative bids that are used most often are the State of Michigan MiDEAL, the Oakland County Cooperative, Sourcewell, and the Rochester Hills Consortium. These cooperative bids are based on larger volumes which result in lower prices, a high-quality contract, and meet the spirit of the Purchasing Ordinance.

**STAFF RECOMMENDATION**

Staff recommends approval to purchase the four (4) RAM trucks listed above for \$193,822.00 from LaFontaine Chrysler Dodge Jeep Ram FIAT of Lansing, MI under the MiDEAL contract #240000001206. Funding for the purchase is available via account number 661-594-981.000.

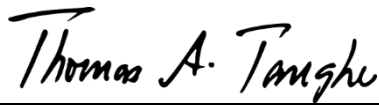
**MOTION**

Move to approve the purchase of four (4) RAM trucks listed above for \$193,822.00 from LaFontaine Chrysler Dodge Jeep Ram FIAT of Lansing, MI under the MiDEAL contract.

**EXHIBIT**

Exhibit 1 – Vehicle Quotes

I CONCUR:

A handwritten signature in black ink that reads "Thomas A. Tanghe". The signature is written in a cursive style with a horizontal line underneath it.

THOMAS A. TANGHE, CITY MANAGER

## LaFontaine CDJR-Lansing

6131 S. Pennsylvania Ave.

Lansing, MI 48911

517-394-1022-Direct

517-394-1205-Fax

[mdeacon@lafontaine.com](mailto:mdeacon@lafontaine.com)

Name: City of Auburn Hills

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact: Jason Hefner

Phone: 248.364.6931

Email: [jhefner@auburnhills.org](mailto:jhefner@auburnhills.org)

Date: 12/31/2024

Quote 123124

State of Michigan Contract 240000001206		
DD8L63	2025 Ram 3500 Reg Cab Chassis 4x4 60" ca	\$47,097.00
2UA	6.4L V8	
PW7	Bright White	
TXX8	HD Vinyl 40/20/40 Split Bench Seat	
XAC	ParkView Rear Back-Up Camera	\$495.00
XAW	Rear Backup Alarm	\$145.00
MRU	Black tubular Side Steps	\$610.00
A7B	Tradesman Level 1 Equipment Group	\$2,595.00
Per contract delivery is \$2.00 a mile one way mileage.		\$190.00
95 x 2.00 = 190.		
By signing the purchase agreement you agree to purchase of the vehicle or		
vehicles X _____		
Total Cost:		\$51,132.00

Signed Michelle Deacon

Please note payment is due within 30 days of delivery. Any invoices paid after 30 days may be subject to a 1.5% late fee

# LaFontaine CDJR-Lansing

6131 S. Pennsylvania Ave.

Lansing, MI 48911

517-394-1022-Direct

517-394-1205-Fax

[mdeacon@lafontaine.com](mailto:mdeacon@lafontaine.com)

Name: City of Auburn Hills

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact: Jason Hefner

Phone: 248.364.6931

Email: [jhefner@auburnhills.org](mailto:jhefner@auburnhills.org)

Date: 12/27/2024

Quote 122724

State of Michigan Contract 240000001206		
DJ7L62	2025 Ram 2500 Tradesman Reg Cab 4x4 8' box	\$40,136.00
2UA	6.4L V8	
PW7	Bright White	
TXX8	HD Vinyl 40/20/40 Split Bench Seat	
XEF	Transfer Case Skid Plate Shield	\$95.00
MWH	Rear Wheelhouse Liner	\$195.00
LHL	Auxiliary Switches - I/P Mounted	\$245.00
DMF	4.10 Axle Ratio	\$145.00
A7B	Tradesman Level 1 Equipment Group	\$2,295.00
Side Steps dealer installed		\$825.00
(not to exceed this amount for side steps with installation)		
Per contract delivery is \$2.00 a mile one way mileage.		\$190.00
95 x 2.00 = 190.		
By signing the purchase agreement you agree to purchase of the vehicle or vehicles X_____		
Total Cost:		\$44,126.00

Signed Michelle Deacon

Please note payment is due within 30 days of delivery. Any invoices paid after 30 days may be subject to a 1.5% late fee

## LaFontaine CDJR-Lansing

6131 S. Pennsylvania Ave.

Lansing, MI 48911

517-394-1022-Direct

517-394-1205-Fax

[mdeacon@lafontaine.com](mailto:mdeacon@lafontaine.com)

Name: City of Auburn Hills

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact: Jason Hefner

Phone: 248.364.6931

Email: [jhefner@auburnhills.org](mailto:jhefner@auburnhills.org)

Date: 12/31/2024

Quote 123124

State of Michigan Contract 240000001206		
DJ7L91	2025 Ram 2500 Tradesmna Crew Cab 4x4 6'4 box	\$43,442.00
2UA	6.4L V8	
PW7	Bright White	
TXX8	HD Vinyl 40/20/40 Split Bench Seat	
XEF	Transfer Case Skid Plate Shield	\$95.00
MWH	Rear Wheelhouse Liner	\$195.00
LHL	Auxiliary Switches - I/P Mounted	\$245.00
DMF	4.10 Axle Ratio	\$145.00
A7B	Tradesman Level 1 Equipment Group	\$2,295.00
Side Steps dealer installed		\$825.00
(not to exceed this amount for side steps with installation)		
Per contract delivery is \$2.00 a mile one way mileage.		\$190.00
95 x 2.00 = 190.		
By signing the purchase agreement you agree to purchase of the vehicle or vehicles X_____		
Total Cost:		\$47,432.00

Signed Michelle Deacon

Please note payment is due within 30 days of delivery. Any invoices paid after 30 days may be subject to a 1.5% late fee



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

**MEETING DATE: JANUARY 20, 2025**

**AGENDA ITEM NO 7E**

**DEPARTMENT OF PUBLIC WORKS**

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Jason Deman, Manager of Public Utilities**  
**Submitted: January 14, 2025**  
**Subject: Motion – To Approve the Purchase of 115 Water Meters for the Meter Maintenance Program**

## **INTRODUCTION AND HISTORY**

Keeping water meters working and functioning properly remains as one of the top priorities of the Public Utility Division. Measuring water usage accurately makes sure that the proper revenue can come into the Division, thus supporting the continual maintenance that is needed with our system(s). It also provides property owners with a level of confidence that reliable equipment is being used, and they are being accurately billed for their consumption. In 2025 and 2026 we will continue to focus on larger meters, which are of course more expensive but also help measure our top users of the system.

We aim to keep our Commercial meters up to date using the American Water Works Association (AWWA) standard, which uses a roughly 20-year timeline for replacement. The meters that are targeted meet these criteria, so we are moving forward with the planned replacements. Also adding to the meter need is unexpected early replacements and continuing development (new meters).

The Public Utility Division is still utilizing Kamstrup water meters for commercial accounts, which we have been using since 2020. Although they are slightly pricier than alternatives, we are very happy with the construction and performance of these meters so far. This large order of 115 meters should help with roughly 2/3 to 3/4 of the needs for 2025. The rest of the meters will be purchased as needed and later throughout the year. Large changes in lead times also drives the decision to get a large order in place, as it has taken upwards of 6-10 months to receive certain size meters.

These water meters are currently purchased through a sole service provider for this area, which is Everett J Prescott (EJP). We are happy to report that EJP's pricing on Kamstrup meters is the same or lower than 2024 (depending on size), and the quote for the meters is Attachment 1. The total of the 115 meters needed equals \$122,550 and is depicted in Attachment 2. There is sufficient funding available in 592.536.770.000 of the water and sewer fund.

## **STAFF RECOMMENDATION**

In keeping with planned replacements, new installations, and trying to avoid getting behind with long lead times, staff recommends approval of this large purchase of water meters. This purchase will again be through EJP, and totals \$122,550. This purchase is budgeted appropriately from GL 592.536.770.000.

## **MOTION**

**Move to Approve the Purchase of 115 Water Meters from Everett J Prescott in the Amount of \$122,550 from Account 592.536.770.000.**

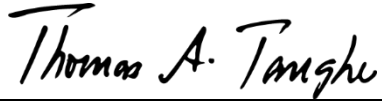
## **ATTACHMENTS**

Attachment 1 – EJP Meter Quote



Attachment 2 – Auburn Hills order by size and quantity

I CONCUR:

Handwritten signature of Thomas A. Tanghe in black ink.

---

THOMAS A. TANGHE, CITY MANAGER



Created Date: 10/22/2024  
Expiration Date: 90 Days

**Prepared for**

End User: City of Auburn Hills MI

Attention: Jason Deman  
Phone: 1500 Brown Road  
Email: [Auburn Hills, MI 48326](mailto:Auburn Hills, MI 48326)

Address:

Sales Rep: James Graves  
Phone: 947 955-5841  
Email: [james.graves@ejprescott.com](mailto:james.graves@ejprescott.com)

Address: 7980 Center Point 70 Blvd  
Huber Heights  
Ohio 45424

**Comments and considerations**

Should you have any questions, please do not hesitate to contact James Graves.

**Quote line items**

Group 1: Small and Large Meters				
Ref #	Part #	Description	Quantity	Unit Price
1		1-1/2" SS 3200 CF FLANGED METER	1	\$930.00
3		2" SS 3200 CF FLANGED METER 15-1/4"LL	1	\$1,248.00
4		2" SS 3200 CF FLANGED METER 17"LL	1	\$956.00
5		3" SS 3200 CF FLANGED METER	1	\$1,505.00
6		4" SS 3200 CF FLANGED METER	1	\$1,800.00
7		FLYING LEAD 6FT PER EACH METER	1	\$12.00
4		5/8X 3/4 2200 ENCODED COMPOSITE METER	1	\$150.00
		3/4"X 9" 2200 ENCODED COMPOSITE METER	1	\$180.00
		1" SS 3200 ENCODED METER	1	\$350.00
5				
6				
7				
8				
9				
10				
Group 1 Subtotal:				

To accept this quotation, sign/date here and return:

EJP				
Description	Item	Qty	Unit price	Total
5/8"x3/4" x 7.5" 2200 CF (Composite)	3/4" meter	13	\$ 150.00	\$ 1,950.00
1" x 10.75" 3200 CF	1" meter	7	\$ 350.00	\$ 2,450.00
1.5" x 13" 3200 CF FLANGED METER	1.5" meter	30	\$ 930.00	\$ 27,900.00
2" x 15.25" 3200 CF FLANGED METER	2" meter	50	\$ 1,248.00	\$ 62,400.00
3" x 12" 3200 CF FLANGED METER	3" meter	14	\$ 1,505.00	\$ 21,070.00
4" x 14" 3200 CF FLANGED METER	4" meter	3	\$ 1,800.00	\$ 5,400.00
				\$ -
Flying Leads		115	\$ 12.00	\$ 1,380.00
				\$ -
				\$ -
				\$ -
				\$ -
			Total	\$ 122,550.00
P.O. #				
Date Ordered				
Quote #				



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

**MEETING DATE: JANUARY 20, 2025**

**AGENDA ITEM NO 9A**

**DEPARTMENT OF PUBLIC WORKS**

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads**  
**Submitted: January 7, 2025**  
**Subject: Motion – Adopt Resolution Declaring Necessity and to Proceed with Project and Defray a Portion of the Costs of the Project by Special Assessments upon Specially Benefited Properties (Resolution No. 3) for Executive Hills Boulevard.**

### **INTRODUCTION AND HISTORY**

City Staff has been planning for significant road improvements to be performed on Executive Hills Boulevard for several years as part of our 20-year Capital Plan. The current state of the road surface and base (photos attached as Exhibit 1) warrants reconstruction at this time. Therefore, it would be appropriate for the City Council to consider a complete reconstruction of the road at this time.

On January 6, 2025, the Auburn Hills City Council adopted Resolution No. 2 to declare tentative necessity and tentative intent to proceed with a proposed Special Assessment District (SAD) No. 10 regarding the repair of and improvements to Executive Hills Boulevard (Exhibit 2). As a result of adopting the resolution, a Public Hearing was set for Monday, January 20, 2025, at 7:00 p.m., for the purpose of hearing statements and objections to the proposed SAD No. 10 Executive Hills Boulevard Road Improvement Project. A written notice was sent to the benefiting property owners to inform them of the Public Hearing. The notice included the day, time, and place of the public hearing, an executed copy of the approved Resolution No. 2, and the City Manager's recommendation to proceed with the SAD for road improvements.

The City Manager's recommendation is on file with the City Clerk, as well as the project plan, cost estimate for construction, and intent to establish a SAD. These items were made available to the public for review prior to the Public Hearing. The notice to property owners (provided in the packet at Exhibit 3) indicated the requirement to appear in person before the City Council (or by letter received by the City Clerk prior to the January 20, 2025 Public Hearing) to state for the record their protest to the SAD assignment. Property owners were informed that protest of the SAD must be stated for the record to allow an opportunity to appear before the Michigan Tax Tribunal (MTT) to appeal the SAD.

Resolution number three, attached as Exhibit 4, declares necessity and to proceed with the Executive Hills Boulevard road improvements according to the plans and specifications prepared by OHM Advisors. The cost estimate for the project is \$5,380,000.00, of which a 50% portion will be defrayed by special assessments upon specially benefited properties identified in the SAD. The City's estimated share in the cost will be \$2,690,000.00 and the remaining balance will be divided equally among the 12 benefiting properties, with the list provided within the resolution and estimated at \$224,166.67 each.

Adoption of the resolution will cause the City Assessor to prepare a special assessment roll that will be filed with the City Clerk. The City Manager will obtain firm bids from companies who are interested in performing the road work. These items will accompany Resolution No. 4 and will be provided for City Council action at a subsequent meeting.

**STAFF RECOMMENDATION**

Resolution No. 3 is the 3rd of 5 that require City Council approval to satisfy the SAD proceedings prescribed by City Ordinance (Attachment 4). Therefore, staff recommend approval of the resolution provided regarding the proposed SAD No. 10 for road improvements to Executive Hills Boulevard.

**MOTION**

**Move to approve Resolution No. 3, a Resolution Declaring Necessity and to Proceed with Project and Defray a Portion of the Costs of the Project by Special Assessments upon Specially Benefited Properties for the proposed Special Assessment District No. 10 regarding the repair of and improvements to Executive Hills Boulevard.**

**EXHIBITS**

Exhibit 1 – Photos

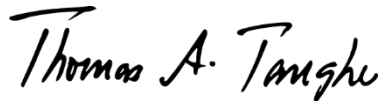
Exhibit 2 – January 6, 2025 City Council Packet Item

Exhibit 3 – Notice to Property Owners

Exhibit 4 – Resolution No. 3

Exhibit 5 – City Ordinance

I CONCUR:

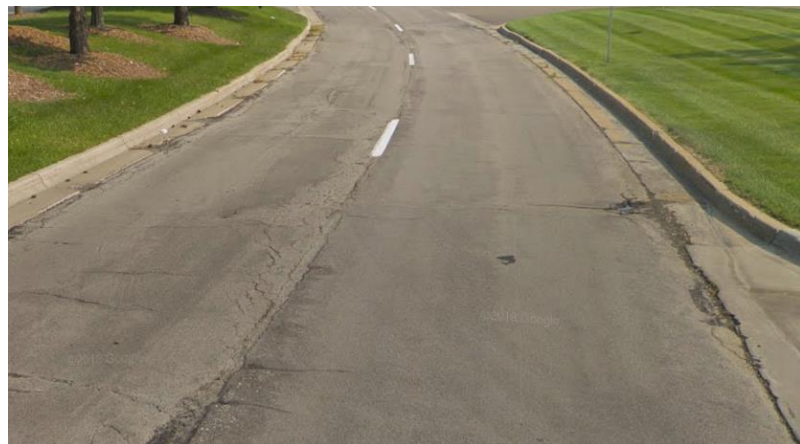
A handwritten signature in black ink that reads "Thomas A. Tanghe". The signature is written in a cursive style with a large, stylized 'T' at the beginning.

---

THOMAS A. TANGHE, CITY MANAGER

# Existing Road Condition

Executive Hills Boulevard



Centre Road



Innovation Drive





# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

**MEETING DATE: JANUARY 6, 2025**

**AGENDA ITEM NO 9A**

**DEPARTMENT OF PUBLIC WORKS**

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads**  
**Submitted: December 18, 2024**  
**Subject: Motion – Adopt Resolution Declaring Tentative Necessity and Tentative Intent to Proceed with Project and Setting Public Hearing (Resolution No. 2) for Proposed Executive Hills Boulevard Special Assessment District**

### **INTRODUCTION AND HISTORY**

On December 2, 2024, the Auburn Hills City Council adopted Resolution No. 1 to direct the City Manager to prepare plans, specifications, and cost estimates to support establishment of the proposed Special Assessment District (SAD) for road improvements to Executive Hills Boulevard (Exhibit 1). The proposed work includes a “road diet” (the reduction of two lanes in each direction to one 14-foot lane with relocated crossovers that align with driveways), removal of the existing pavement, removal and replacement of curb and gutter, replacement of aggregate base where needed, replacement/extension of drive approaches, paving the road with full depth 9-inch asphalt, drainage structure and street lighting repairs and relocates, and new pathway on both sides of the roadway (pathway is to be paid for by TIFA-B, not the SAD).

As plans, specifications, and cost estimates are being finalized, a public hearing must be scheduled to present the plan, cost estimate for construction, and intent to establish a Special Assessment District to the public for comment. A written notice will be sent to the property owners to be assessed at least 10 days prior to the public hearing recommended for January 20, 2025. The notice must include the following:

- Provide the day, time, and place of the public hearing.
- Reference the road construction plan, cost estimate, and City Manager’s recommendation to proceed with the Special Assessment District road improvements being on file with the City Clerk for review prior to the meeting.
- Indicate the requirement for property owners to appear in person before the City Council (or by letter received by the City Clerk prior to the January 20, 2025 Public Hearing) to state for the record their protest of the Special Assessment District assignment.
- That protest of the Special Assessment District must be stated for the record to allow property owner’s to appear before the Michigan Tax Tribunal (MTT) to appeal the Special Assessment District.

Provided in the packet is Resolution No. 2 declaring the tentative necessity and tentative intent to proceed with the Executive Hills Boulevard Special Assessment District road improvement project, and setting the public hearing. Adoption of the resolution will schedule a public hearing for Monday, January 20, 2025, to allow the public to present statements and/or objections to the Special Assessment District road improvement project. Note that included with the resolution is a list of properties to which the tentative Special Assessment District assigns a portion of the project costs.

### **STAFF RECOMMENDATION**

Staff recommend approval of the resolution provided regarding the proposed Special Assessment District for road improvements to Executive Hills Boulevard.

**MOTION**

Move to approve Resolution No. 2, a resolution declaring tentative necessity and tentative intent to proceed with the project and setting the public hearing for January 20, 2025 at 7:00 p.m. in City Hall at 1827 North Squirrel Road, Auburn Hills, MI 48326, for the purpose of hearing statements and objections to the proposed Special Assessment District No. 10 regarding the repair of and improvements to Executive Hills Boulevard.

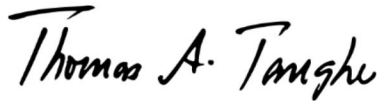
**EXHIBITS**

Exhibit 1 – December 2 Council Packet

Exhibit 2 – Resolution Number 2

Exhibit 3 – Parcel List

I CONCUR:

A handwritten signature in black ink that reads "Thomas A. Tanghe". The signature is written in a cursive, flowing style. Below the signature is a horizontal line.

THOMAS A. TANGHE, CITY MANAGER





# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 2, 2024

AGENDA ITEM NO 9A

DEPARTMENT OF PUBLIC WORKS

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads**  
**Submitted: November 25, 2024**  
**Subject: Motion – Adopt Resolution No. 1 to Proceed with Preparation of Plans, Specifications and Cost Estimates for Proposed Executive Hills Boulevard Special Assessment District**

### INTRODUCTION AND HISTORY

The 2025 Annual Budget that was adopted by City Council includes road improvements for Executive Hills Boulevard stemming from the City's Capital Plan. The proposed work which will occur on Executive Hills Boulevard includes a "road diet" (the reduction of two lanes in each direction to one 14-foot lane with relocated crossovers that align with driveways), removal of the existing pavement, removal and replacement of curb and gutter, replacement of aggregate base where needed, replacement/extension of drive approaches, paving the road with full depth 9-inch asphalt, drainage structure and street lighting repairs and relocates, and new pathway on both sides of the roadway (pathway is to be paid for by TIFA-B, not the SAD).

In April of 2016, City Council adopted a Special Assessment District (SAD) Assignment Policy. City Council also approved an amendment to the Auburn Hills Code of Ordinances, Chapter 58, Special Assessments. The ordinance amendment allows the City Council to assign up to 50% of the cost of an SAD project anywhere in the City. After the City's assigned share is deducted from the total cost for the public improvement, the remaining balance may be shared among the property owners who benefit directly from the improvement. The preliminary cost estimate to complete the project is depicted in the table below. While the City will pay for their portion of the project upfront per the SAD, these funds will be reimbursed to the Local Roads Fund upon approval from the Tax Increment Finance Authority.

Estimated Construction Cost	\$4,400,000.00
Design Services	\$175,000.00
Construction Engineering/Construction Administration	\$250,000.00
Geotechnical Testing	\$100,000.00
Special Assessment District Administration	\$ 15,000.00
Contingency	\$440,000.00
Total Estimate of Cost	\$5,380,000.00
City Contribution	\$2,690,000.00
Total Estimate of SAD Cost	\$2,690,000.00
Total Number of Units	12
Cost Share per Unit	\$ 224,166.67

City staff have been engaged with the property owner's representatives (direct beneficiaries) along Executive Hills Boulevard. Notices have been sent to introduce the anticipated SAD road project plan. An informational meeting was also held with the property owner's representatives (beneficiaries) on November 20th, 2024. Additional

information was provided to the beneficiaries, including the proposed road work, preliminary project cost estimate, the division of total cost share per property assessed, and the City's anticipated cost share. As a result of this documented due diligence the basic preliminary proceedings of a SAD assignment have been recognized.

Finally, provided in the packet is Resolution No. 1. Adoption of the resolution will provide direction to the City Manager to begin the proceedings of the SAD process. The City will then be able to proceed with the preparation of plans, specifications, and cost estimates for the proposed Executive Hills Boulevard SAD. An estimate of the life of the project, description of the proposed SAD, number of installments to be paid by the beneficiaries, and other pertinent information will be determined and provided to the City Council as the SAD proceedings move forward.

#### **STAFF RECOMMENDATION**

Staff recommends approval of the resolution provided regarding the proposed SAD for road improvements to Executive Hills Boulevard.

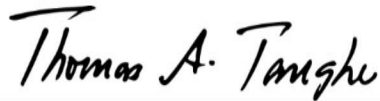
#### **MOTION**

**Move to approve Resolution No. 1 to Proceed with Preparation of Plans, Specifications, and Cost Estimates for proposed Special Assessment District regarding the repair of and improvements to Executive Hills Boulevard.**

#### **EXHIBITS**

Exhibit 1 – Resolution

I CONCUR:



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THOMAS A. TANGHE, CITY MANAGER

**CITY OF AUBURN HILLS**

**RESOLUTION TO PROCEED WITH PREPARATION OF PLANS,  
SPECIFICATIONS AND COST ESTIMATES FOR A  
PROPOSED SPECIAL ASSESSMENT DISTRICT (RESOLUTION NO. 1)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 2<sup>nd</sup> day of December, 2024, the following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

WHEREAS, the City is considering the construction of the proposed improvement described below, and the establishment of a special assessment district to defray the cost of such improvement by special assessment against the benefited properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to Executive Hills Boulevard; and

WHEREAS, the City Council desires to proceed to the next step of having cost estimates and project description plans and specifications prepared for the project.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Manager shall direct OHM, the City’s registered professional engineers, to prepare plans and specifications for the project, a cost estimate for the project, an estimate of the life of the project, description of the proposed special assessment district, the number of installments in which assessments may be paid and other pertinent information that will permit the City Council to determine the estimated costs, extent and necessity of the project, including the portions to be paid by special assessments upon the properties that are specially benefited by the project and the portion, if any, to be paid by the City. Such information once prepared by OHM shall be filed with the City Clerk, along with the City Manager’s recommendations with respect to the project.

2. No contract or expenditure, except for the cost of preparing the necessary profiles, plans, designs, specifications and estimates of costs described above, shall be made for the project, nor shall any improvements be commenced until the City Council affirms the special assessment roll to defray the costs of the project.

AYES:

NAYES:

ABSENT:

ABSTENTIONS:

STATE OF MICHIGAN )  
 ) ss  
COUNTY OF OAKLAND )

I, Laura Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 2<sup>nd</sup> day of December, 2024, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Laura Pierce  
City Clerk

## **CITY OF AUBURN HILLS**

### **RESOLUTION DECLARING TENTATIVE NECESSITY AND TENTATIVE INTENT TO PROCEED WITH PROJECT AND SETTING PUBLIC HEARING (RESOLUTION NO. 2)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 6<sup>th</sup> day of January, 2025, the following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

WHEREAS, the City is considering the construction of the proposed improvement described below and the establishment of a special assessment district to defray a portion of the cost of such improvement by special assessment against the benefitted properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to Executive Hills Boulevard; and

WHEREAS, plans, specifications and cost estimates have been prepared by the City’s engineers, OHM, and have been submitted to the City and filed with the City Clerk, for construction of the project and the City is tentatively considering the establishment of a special assessment district to finance and defray a portion of the costs of the project and the City Manager has recommended that the City Council proceed with the project; and

WHEREAS, the project is designed and intended to specially benefit all of the properties in the proposed special assessment district by repairing and improving Executive Hills Boulevard, thereby allowing said property owners better and safer access and travel on said road, preserving property values and protecting said property owners’ and their invitees’ and customers’ vehicles, among other things.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council tentatively determines that the project is necessary and that it tentatively intends to proceed with the project and to establish the special assessment district to defray a portion of the costs of the project.

2. The City’s engineers, OHM, who are registered professional engineers, have prepared plans describing the project and a preliminary estimate of the cost of the project in the amount of \$5,380,000 has now been determined, of which \$5,380,000 amount it is estimated that approximately \$2,690,000 will be defrayed by special assessments against the properties in the special assessment district. Such plans and cost estimates have been filed with the City Clerk and the City Manager recommends proceeding with the project.

3. The City Council tentatively designates all of the properties on the list attached to this Resolution as the special assessment district against which a portion of the costs of the project is to be assessed and which will be identified as Special Assessment District No. 10 (the “district”).

4. The City Clerk shall give notice that the City Council shall conduct a public hearing on January 20, 2025 at 7:00 p.m. in the City Hall at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, for the purpose of hearing statements and objections to the project and to the tentatively established district. Notice of the public hearing shall be published twice in a newspaper published



and/or circulated in the City, with the first publication being at least ten (10) days before the January 20, 2025 hearing and notice shall also be sent by first class mail to each record owner or party in interest in whose name the land in the district is to be assessed as shown on the City's last preceding tax assessment roll for ad valorem tax purposes, with said notices to be mailed at least ten (10) days before the date of the hearing. The notices to be published and mailed by first class mail shall include the following:

- (a) The date, time and place of the public hearing;
- (b) A statement that the report, plan and estimate and the City Manager's recommendation is on file with the City Clerk for public examination.
- (c) A statement that appearance and protest at the hearing is required in order to appeal the matters to be considered at the hearing to the Michigan Tax Tribunal and that an owner and/or party in interest, or their agent, may appear in person at the hearing to protest, or they may appear by filing their appearance or protest by letter, which shall then not require their personal appearance provided that said letter is received by the City Clerk prior to and/or at the January 20, 2025 hearing.

AYES:

NAYES:

ABSENT:

ABSTENTIONS:

STATE OF MICHIGAN    )  
  )ss  
COUNTY OF OAKLAND )

I, Laura Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 6<sup>th</sup> day of January, 2025, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

---

Laura Pierce

City Clerk

City of Auburn Hills  
County of Oakland  
State of Michigan  
Executive Hills Blvd. Improvement Special Assessment District

Property Address	Parcel Number	Owner/Name1	Mailing Address	City	State	Zip	Legal Description	Benefit	Assessment
2300 Featherstone Rd.	02-14-26-126-003	Motor City Hotel LLC	2000 High Wickham Pl., Ste 300 Louisville		KY	40245-5009	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT & S 38-24-46 W 156.83 FT & N 88-20-02 E 827.98 FT FROM NW SEC COR, TH N 88-20-02 E 525.25 FT, TH S 07-58-22 E 96.36 FT, TH ALG CURVE TO LEFT, RAD 1380 FT, CHORD BEARS S 15-52-53 E 379.75 FT, DIST OF 380.96 FT, TH S 23-47-27 E 63.68 FT, TH S 88-20-02 W 653.07 FT, TH N 01-39-58 W 922.90 FT TO BEG 6.88' A47.62/69 FR 001	1	
2400 Executive Hills Blvd.	02-14-26-126-005	Vitesco Technologies	2400 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT & S 38-24-46 W 156.83 FT & N 88-20-02 E 1513.30 FT & S 05-38-17 E 255.58 FT & S 14-34-28 E 167.76 FT & S 23-30-38 E 64.38 FT & S 00-40-14 E 672.28 FT FROM NW SEC COR, TH S 69-52-25 E 688.73 FT, TH S 02-44-18 W 350 FT, TH S 34-32-24 W 412.95 FT, TH S 55-56-37 E 255.14 FT, TH S 57-37-38 W 851.81 FT, TH ALG CURVE TO LEFT, RAD 866 FT, CHORD BEARS N 38-59-06 E 465.97 FT, DIST OF 456.75 FT TO BEG 14.07' A52.3/85 FR 002	1	
2500 Executive Hills Blvd.	02-14-26-126-010	Webster Roof Systems	2500 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 2026.05 FT & S 05-38-17 E 120.29 FT & S 05-38-17 E 235.58 FT & S 14-34-28 E 167.76 FT & S 23-30-38 E 64.38 FT & S 16-34-40 E 209.55 FT FROM NW SEC COR, TH S 69-52-25 E 688.73 FT, TH S 02-44-18 W 350 FT, TH S 34-32-24 W 412.95 FT, TH S 55-56-37 E 255.14 FT, TH S 57-37-38 W 851.81 FT, TH ALG CURVE TO LEFT, RAD 866 FT, CHORD BEARS N 38-59-06 E 465.97 FT, DIST OF 456.75 FT TO BEG 14.07' A52.3/85 FR 002	1	
2469 Executive Hills Blvd.	02-14-26-126-013	Valiant International Holdings USA Inc.	2469 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT & S 38-24-46 W 156.83 FT & N 88-20-02 E 827.98 FT & S 01-39-58 E 525.90 FT FROM NW SEC COR, TH N 88-20-02 E 653.07 FT, TH ALG CURVE TO RIGHT, RAD 746 FT, CHORD BEARS S 22-44-51 W 1068.87 FT, DIST OF 1191.55 FT, TH N 02-59-43 E 202.44 FT, TH N 57-06-51 W 286.84 FT, TH N 01-39-58 W 612.66 FT TO BEG 12.11' A6-9/95 FR 006	1	
2193 Executive Hills Blvd.	02-14-26-126-014	Ashlin Corp	2565 Van Orman Dr.	Holland	MI	49244-8208	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT & S 38-24-46 W 156.83 FT & N 88-20-02 E 827.98 FT & S 01-39-58 E 1135.56 FT FROM NW SEC COR, TH S 57-06-51 E 286.84 FT, TH S 02-59-43 W 202.44 FT, TH ALG CURVE TO RIGHT, RAD 746 FT, CHORD BEARS S 82-28-34 W 372.82 FT, DIST OF 376.81 FT, TH N 01-39-58 W 402.50 FT, TH N 88-20-02 E 151.08 FT TO BEG 3.06' A12-4-96 FR 011	1	
2155 Executive Hills Blvd.	02-14-26-126-023	Stegner East Investments LLC	2155 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 7B L 16844 P 639 6-23-98 FR 021	1	
2190 Executive Hills Blvd.	02-14-26-126-025	Auburn Hills Realty II LLC	575 Pierce St. Ste 507	Kingston	PA	18704-5700	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT & S 38-24-46 W 213.76 FT & S 15-23-46 W 705.89 FT & S 14-43-09 W 135 FT & S 52-38-24 E 272.27 FT & S 28-16-33 E 189.04 FT & S 51-38-14 E 686.79 FT FROM NW SEC COR, TH ALG CURVE TO LEFT, RAD 866 FT, CHORD BEARS N 86-01-35 E 563.17 FT, DIST OF 573.60 FT, TH S 01-16-30 E 364.57 FT, TH S 39-22-30 E 217 FT, TH S 10-06-15 E 110 FT, TH S 29-35-00 W 53 FT, TH S 55-56-37 E 255.14 FT, TH S 57-37-38 W 851.81 FT, TH ALG CURVE TO LEFT, RAD 866 FT, CHORD BEARS N 38-59-06 E 465.97 FT, TH N 01-39-58 W 839 FT TO BEG 12.00' A11-24-98 FR 008	1	
2011 Executive Hills Blvd.	02-14-26-126-027	Genlsys Credit Union	2100 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 5B L 16844 P 639 7-1-99 FR 015 & 020	1	
2021 Executive Hills Blvd.	02-14-26-126-028	G&M BKG Pool I LLC	575 5th Ave. Fl 38	New York	NY	10017-2427	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 6B L 16844 P 639 7-1-99 FR 019 020 & 022	1	
2100 Executive Hills Blvd.	02-14-26-126-029	Genlsys Credit Union	2100 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 8 L 16844 P 639 7-1-99 FR 024	1	
2110 Executive Hills Ct.	02-14-26-126-031	EH Flex Holdings, LLC	999 Corporate Dr., Ste 210	Ladera Ranch	CA	92694-2148	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 9 L 16844 P 639 5-31-00 FR 030	1	
2150 Executive Hills Ct.	02-14-26-126-032	Executive Hills Drive LLC	27750 Stambury Blvd., Ste 200	Farmington Hills	MI	48334-3803	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 10 L 16844 P 639 5-31-00 FR 030	1	
Grand Total									\$

Total Parcels Assessed 12

Certification of Assessor

I, William Griffin, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the Resolution of City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor's best judgment, conformed in all respects with the directions contained in the Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

Signed \_\_\_\_\_

Date \_\_\_\_\_

I hereby certify that on \_\_\_\_\_, 2025, the City Council of the City of Auburn Hills did confirm the attached special assessment roll.



January 7, 2025

GENISYS CREDIT UNION  
2011 EXECUTIVE HILLS BLVD  
AUBURN HILLS, MI 48326

Re: Special Assessment District Assignment - Parcel ID 02-14-26-126-027

Dear Sir/Madam,

On January 6, 2025, the Auburn Hills City Council approved Resolution No. 2, declaring tentative necessity and tentative intent to proceed with the proposed Special Assessment District (SAD) No. 10 regarding the repair of and improvements to Executive Hills Boulevard. A **Public Hearing** has been set on **January 20, 2025 at 7:00 p.m., in City Hall at 1827 N. Squirrel Road, Auburn Hills, MI 48326**, for the purpose of hearing statements and objections to the proposed SAD road improvement project.

If you choose to appeal the SAD, your appearance and protest at the hearing is **required** in order to appeal the matters to be considered at the hearing to the Michigan Tax Tribunal. An owner and/or party in interest or their agent, may appear in person at the hearing to protest. It is acceptable to file your appearance or protest by letter provided that said letter is received by the City Clerk prior to and/or at the January 20, 2025 public hearing.

A copy of Resolution No. 2, certified by the City Clerk, is enclosed for your review and file. Also, on file in the City Clerk's office, is the report, plan, and estimate with the City Manager's recommendation, and is available for public examination.

Please feel free to contact me if you have any questions.

Sincerely,

Jason Hefner  
Manager of Fleet & Roads  
Department of Public Works

City of Auburn Hills – Department of Public Works  
1500 Brown Road – Auburn Hills MI – 48326  
(P) 248-391-3777 (E) [dpw@auburnhills.org](mailto:dpw@auburnhills.org)

**CITY OF AUBURN HILLS**  
**RESOLUTION DECLARING NECESSITY AND TO PROCEED WITH PROJECT AND TO**  
**DEFRAY A PORTION OF THE COSTS OF THE PROJECT BY SPECIAL ASSESSMENTS**  
**UPON SPECIALLY BENEFITED PROPERTIES (RESOLUTION NO. 3)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 20<sup>th</sup> day of January 2025, the following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

WHEREAS, the City has considered construction of the proposed improvement described below (the Project) and has further requested the establishment of a special assessment district to finance and defray a portion of the costs of the project; and

WHEREAS, the proposed improvement (the Project) is the repair of and improvements to Executive Hills Boulevard; and

WHEREAS, the Project is designed and intended to specially benefit the properties identified in the special assessment district (the District) attached to this Resolution; and

WHEREAS, after an initial consideration, the City Council on January 6, 2025, adopted its Resolution No. 2 declaring its tentative intent to proceed with the Project and with the establishment of the District; and

WHEREAS, plans for the Project, and an estimate of the costs of the project in the amount of \$5,380,000, of which amount it is estimated that approximately \$2,690,000 will be defrayed by special assessments against the properties in the special assessment district, have been prepared and notice of public hearing has been duly given, according to law, to the owners of property in the District to inform them of their opportunity to present comments and objections to the Project and to the District; and

WHEREAS, the hearing was duly conducted and held on January 20, 2025, consistent with the notice, following which the City Council determined to proceed with the project and the establishment of the district.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council determines that the Project is necessary.
2. The City shall proceed with the Project.
3. The plans and specifications prepared for the Project and the cost estimate for the Project in the amount of \$5,380,000 presented at the hearing are approved.
4. The District shall consist of the properties identified in the special assessment district attached to this Resolution and against which 50% of the cost of the project shall be assessed.
5. The District shall be designated and known as the Executive Hills Boulevard Road Improvement Special Assessment District, Special Assessment District No. 10.
6. The duration of the District's existence shall be ten (10) years, and unless paid in cash earlier with respect to a particular property, the special assessment shall be paid in ten (10) annual installments at the rate of five percent (5%) interest to be charged on said installments, with the date

of the first assessment installment to be determined and set forth in the City Council’s Resolution confirming the special assessment roll.

7. The City Assessor shall prepare a special assessment roll that includes all lots and parcels of land within the District with the names of the respective record owners of each property, if known, and shall also include the total amount to be assessed against each property. The amount to be assessed against each property shall be based upon the proportionate amount of special benefit to be received by each property from the Project. The amount spread in each case shall be based upon the detailed estimate of costs as approved by the City Council.

8. When the Assessor completes the assessment roll, the Assessor shall file it with the City Clerk for presentation to the City Council, along with the Assessor’s certification that the roll has been prepared by the Assessor pursuant to the January 20, 2025, Resolution of the City Council and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor’s best judgment, conformed in all respects with the directions contained in the January 20, 2025, Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

9. The City Manager is directed to obtain firm bids from companies and/or other entities who are interested in performing the work necessary to complete the project.

AYES:  
NAYES:  
ABSENT:  
ABSTENTIONS:

STATE OF MICHIGAN )  
 )ss  
COUNTY OF OAKLAND )

I, Laura Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 20<sup>th</sup> day of January, 2025, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Laura Pierce  
City Clerk



Property Address	Parcel Number	OwnerName1	Mailing Address	City	State	Zip	LegalDescription	Benefit	Assessment
2300 Featherstone Rd.	02-14-26-126-003	Motor City Hotel LLC	2000 High Wickham Pl., Ste 300	Louisville	KY	40245-5909	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT & S 38-24-46 W 156.83 FT & N 88-20-02 E 827.98 FT FROM NW SEC COR, TH N 88-20-02 E 525.25 FT, TH S 07-58-22 E 96.36 FT, TH ALG CURVE TO LEFT, RAD 1380 FT, CHORD BEARS S 15-52-53 E 379.75 FT, DIST OF 380.96 FT, TH S 23-47-27 E 63.68 FT, TH S 88-20-02 W 653.07 FT, TH N 01-39-58 W 522.90 FT TO BEG 6.88 A4/26/89 FR 001	1	
2400 Executive Hills Blvd.	02-14-26-126-005	Vitesco Technologies	2400 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT & S 38-24-46 W 156.83 FT & N 88-20-02 E 1513.30 FT & S 05-38-17 E 255.58 FT & S 14-34-28 E 167.76 FT & S 23-30-38 E 64.38 FT & S 00-40-14 E 672.28 FT FROM NW SEC COR, TH S 69-52-25 E 698.73 FT, TH S 02-44-18 W 350 FT, TH S 34-32-24 W 412.95 FT, TH S 55-56-57 W 259.14 FT, TH N 35-37-38 W 851.81 FT, TH ALG CURVE TO LEFT, RAD 866 FT, CHORD BEARS N 38-36-06 E 489.97 FT, DIST OF 496.75 FT TO BEG 14.07 A8-23-89 FR 002	1	
2500 Executive Hills Blvd.	02-14-26-126-010	Webasto Roof Systems	2500 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 2026.05 FT & S 05-38-17 E 120.29 FT & S 05-38-17 E 255.58 FT & S 14-34-28 E 167.76 FT & S 23-30-38 E 64.38 FT & S 16-33-40 E 209.55 FT FROM NW SEC COR, TH N 70-30-00 E 870.84 FT, TH ALG CURVE TO RIGHT, RAD 11267.91 FT, CHORD BEARSS 00-31-51 W 326.40 FT, DIST OF 326.41 FT, TH S 01-21-38 W 156.38 FT, TH S 10-26-38 W 750 FT, TH S 34-32-24 W 160 FT, TH N 02-44-18 E 350 FT, TH N 69-52-25 W 698.73 FT, TH ALG CURVE TO LEFT, RAD 866 FT, CHORD BEARS N 06-16-42 E 474.22 FT, DIST OF 480.36 FT TO BEG 14.62 A3-31-95 FR 007	1	
2469 Executive Hills Blvd.	02-14-26-126-012	Valiant International Holdings USA Inc.	2469 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT & S 38-24-46 W 156.83 FT & N 88-20-02 E 827.98 FT & S 01-39-58 E 522.90 FT FROM NW SEC COR, TH N 88-20-02 E 653.07 FT, TH ALG CURVE TO RIGHT, RAD 746 FT, CHORD BEARS S 22-14-51 W 1068.87 FT, DIST OF 1191.55 FT, TH N 02-59-43 E 202.44 FT, TH N 57-06-51 W 286.84 FT, TH N 01-39-58 W 612.66 FT TO BEG 12.11 A6-9-95 FR 006	1	
2193 Executive Hills Blvd.	02-14-26-126-014	Ashlin Corp	2565 Van Ommen Dr.	Holland	MI	49424-8208	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT & S 38-24-46 W 156.83 FT & N 88-20-02 E 827.98 FT & S 01-39-58 E 1135.56 FT FROM NW SEC COR, TH S 57-06-51 E 286.84 FT, TH S 02-59-43 W 202.44 FT, TH ALG CURVE TO RIGHT, RAD 746 FT, CHORD BEARS S 82-28-34 W 372.82 FT, DIST OF 376.81 FT, TH N 01-39-58 W 402.50 FT, TH N 88-20-02 E 151.08 FT TO BEG 3.06 A12-4-96 FR 011	1	
2155 Executive Hills Blvd.	02-14-26-126-023	Stegner East Investments LLC	2155 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 7B L 16844 P 639 6-23-98 FR 021	1	
2190 Executive Hills Blvd.	02-14-26-126-025	Auburn Hills Realty II LLC	575 Pierce St. Ste 507	Kingston	PA	18704-5700	T3N, R10E, SEC 26 PART OF NW 1/4 BEG AT PT DIST N 88-20-02 E 622.06 FT & S 38-24-46 W 213.76 FT & S 15-23-46 W 705.89 FT & S 14-43-09 W 135 FT & S 52-38-24 E 272.27 FT & S 28-16-33 E 189.04 FT & S 51-38-14 E 686.79 FT FROM NW SEC COR, TH ALG CURVE TO LEFT, RAD 866 FT, CHORD BEARS N 86-01-35 E 563.17 FT, DIST OF 573.60 FT, TH S 01-16-30 E 364.57 FT, TH S 39-22-30 E 217 FT, TH S 10-06-15 E 110 FT, TH S 29-35-00 W 53 FT, TH S 11-31-30 E 44 FT, TH N 87-24-00 E 67 FT, TH S 64-54-15 E 130.15 FT, TH S 79-56-57 W 591.40 FT, TH N 88-34-49 W 293.41 FT, TH N 01-16-30 W 839 FT TO BEG 12.00 A11-24-98 FR 008	1	
2011 Executive Hills Blvd.	02-14-26-126-027	Genisys Credit Union	2100 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 5B L 16844 P 639 7-1-99 FR 019 & 020	1	
2021 Executive Hills Blvd.	02-14-26-126-028	G&I XI BKG Pool I LLC	575 5th Ave. Fl 38	New York	NY	10017-2427	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 6B L 16844 P 639 7-1-99 FR 019, 020 & 022	1	
2100 Executive Hills Blvd.	02-14-26-126-029	Genisys Credit Union	2100 Executive Hills Blvd.	Auburn Hills	MI	48326	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 8 L 16844 P 639 7-1-99 FR 024	1	
2110 Executive Hills Ct.	02-14-26-126-031	EH Flex Holdings, LLC	999 Corporate Dr., Ste 210	Ladera Ranch	CA	92694-2148	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 9 L 16844 P 639 5-31-00 FR 030	1	
2150 Executive Hills Ct.	02-14-26-126-032	Executive Hills Drive LLC	27750 Stansbury Blvd., Ste 200	Farmington Hills	MI	48334-3803	T3N, R10E, SEC 26 OAKLAND COUNTY CONDOMINIUM PLAN NO 1025 EXECUTIVE HILLS NORTH CONDOMINIUM UNIT 10 L 16844 P 639 5-31-00 FR 030	1	

Total Parcels Assessed12

Grand Total\$ -

Certification of Assessor

I, **William Griffin**, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the \_\_\_\_\_, 2025, Resolution of City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor's best judgment, conformed in all respects with the directions contained in the \_\_\_\_\_, 2025 Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

Signed \_\_\_\_\_

Date \_\_\_\_\_

I hereby certify that on \_\_\_\_\_, 2025 the City Council of the City of Auburn Hills did confirm the attached special assessment roll.

## Chapter 58 - SPECIAL ASSESSMENTS

*Footnotes:*

--- (1) ---

**Cross reference**— *Administration, ch. 2; streets, sidewalks and other public places, ch. 62.***State Law reference**— *Notices and hearings, MCL 211.741 et seq., MSA 5.3534(1) et seq.; deferment for older persons, MCL 211.761 et seq., MSA 5.3536(1) et seq.; powers re special assessments, MCL 117.4a, 117.4b, 117.4d, 117.5, MSA 5.2074, 5.2075, 5.2077, 5.2084.***Editor's note**— *Ord. No. 641, adopted May 17, 1999, amended ch. 58 in its entirety to read as herein set out. Prior to inclusion of said ordinance, ch. 58 pertained to similar subject matter. See the Code Comparative Table.*

## Sec. 58-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates as different meaning:

*Cost* means and includes the expense of survey, spreading of roll, notice, advertising, printing, condemnation, cost and necessary expenses incurred for engineering, financial, legal and administrative services involved in the making and financing of the improvement of the levying and collecting of the special assessments therefor, rights-of-way and all other costs and expenses incident to the making of the improvement, the special assessments therefor and the financing thereof. Where any such service is rendered by city employees, the city may include the fair and reasonable cost of rendering the service.

*Improvement* means any public improvement, any part of the cost of which is to be assessed against one or more lots or parcels of land to be especially benefitted thereby, in proportion to the benefit to be derived therefrom.

*Local roads* shall mean subdivision streets and similar streets of limited continuity used primarily for access to abutting properties. This term shall not include expressways, major thoroughfares or secondary thoroughfares as defined in the Future Land Use Plan of the city, either as existing or proposed.

*Water or sewer improvement* means lateral sewers and distribution, water mains intended primarily to serve properties abutting the improvement and specifically benefiting therefrom.

(Ord. No. 641, 5-17-99)

## Sec. 58-2. - Power.

The city council shall have the power to assess and reassess the cost, or any portion thereof, of any public improvement to a special district as provided in the Charter of the city and the laws of the state in accordance with the procedures established by this chapter, provided, however, that no more than 50 percent of the cost of local road construction or improvement shall be borne by the city at large.

(Ord. No. 641, 5-17-99; Ord. No. 16-876, § 1, 5-9-16)

## Sec. 58-3. - Determination.

The city council shall have power to determine, by resolution, that the whole or any part of the expense of any improvement shall be defrayed by special assessment upon the property especially benefitted in proportion to the benefits derived or to be derived, but such determination shall not be made until the preliminary proceedings provided for in this chapter shall have been completed.

(Ord. No. 641, 5-17-99)

Sec. 58-4. - Petition for improvement.

The city council, in order to ascertain whether or not a reasonable number of property owners to be assessed desire any particular improvement to be made may request and receive a petition therefor, or may receive a petition voluntarily presented; but in either event, such petition shall be advisory only and shall not be jurisdictional.

(Ord. No. 641, 5-17-99)

Sec. 58-5. - Report of city manager.

Before determining to make any improvement, any part of the cost of which is to be defrayed by special assessment, the city council shall require the city manager to obtain, prepare or cause to be prepared plans and specifications therefor and an estimate of the cost thereof, and to file the same with the city clerk, together with his recommendation as to what proportion of the cost should be paid by special assessment and what part, if any, should be a general obligation of the city, the number of installments in which assessments may be paid and the lands which should be included in the special assessment district.

(Ord. No. 641, 5-17-99)

Sec. 58-6. - Public hearing.

- (a) After the filing of the project plans and specifications and the city manager's recommendation, a public hearing shall be held before the city council at a time and place to be fixed by resolution, which public hearing shall be held not less than ten days after notice of the time and place of the public hearing has been published in a newspaper of general circulation by the city clerk (publication to be twice, the first publication to be at least ten days before the hearing). In addition, notice of the public hearing shall be given by the city clerk to each owner of or party in interest in property to be assessed whose name appears upon the last local tax assessment record by mailing such notice by first-class mail addressed to such owner or party at the address shown on the tax records at least ten days before the date of the hearing. The last "local tax assessment record" shall mean the last assessment roll for ad valorem tax purposes which has been reviewed by the local board of review which is supplemented by any subsequent changes and the names or addresses of such owners or parties listed thereon.
- (b) Both the notice of hearing to be published and the notice of hearing to be mailed by first-class mail shall include the following:
  - (1) The date, time and place of the public hearing.
  - (2) A statement that the report plan estimate and city manager's recommendation is on file with the city clerk for public examination.
  - (3) A statement that appearance and protest at the hearing is required in order to appeal the amount of special assessment to the state tax tribunal.
- (c) At the time and place specified in the notice of hearing, the city council shall meet and hear any person to be affected by the proposed public improvement. The owner or party in interest or his agent may appear in person at the hearing to protest the special assessment, or he shall be permitted to file his protest by letter and his personal appearance shall not be required. The hearing may be adjourned from time-to-time by order of the city council.

- (d) The city council shall maintain a record of parties who appear to protest at the hearing. If the hearing is terminated, the party is heard, he shall be considered to have protested.

(Ord. No. 641, 5-17-99)

Sec. 58-7. - Council determination of necessity.

After completion of the hearing, the city council may, by resolution, determine to make the improvement and to defray the whole or any part of the cost of the improvement by special assessment upon the property especially benefitted, in proportion to the benefits thereto. By resolution, the commission shall approve the plans and specifications for the improvement and determine the estimated cost thereof; determine what proportion of the estimated cost shall be paid by special assessment upon the property especially benefitted, and what part, if any, shall be the obligation of the city at large; determine the number of installments, if any, not to exceed 20 annual installments, in which the special assessment shall be paid and the date of payment for the first installment; determine the rate of interest to be charged on the installments, which interest shall be as adopted by resolution of the city council; and subject to any applicable charter provisions, with said rate of interest not to exceed the rate authorized by law; designate the district or the land and premises upon which special assessments shall be levied; direct the city assessor to prepare a special assessment roll in accordance with the city council's determination; and designate the name by which the assessment roll shall be known and referred to. By such resolution, the city council may also direct the city manager to obtain firm bids when such work is to be performed under contract.

(Ord. No. 641, 5-17-99)

Sec. 58-8. - Preparation of roll.

The city assessor shall thereupon prepare a special assessment roll, including all lots and parcels of land within the special assessment district designated by the city council, and shall assess to each lot or parcel of land such relative portion of the whole sum to be levied against all the lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district. There shall also be entered upon such roll the amount, if any, which has been assessed to the city at large.

(Ord. No. 641, 5-17-99)

Sec. 58-9. - Assessor's certificate.

When the city assessor shall have completed such assessment roll, he shall attach thereto, or endorse thereon, his certificate to the effect that the roll has been made by him pursuant to a resolution of the city council (giving date of adoption of same), and that in making the assessments therein, he has, as near as may be, according to his best judgment, conformed in all respects to the directions contained in such resolution and the city Charter and the provisions in this chapter. Thereupon, he shall file the special assessment roll with the city clerk who shall present the same to the city council.

(Ord. No. 641, 5-17-99)

Sec. 58-10. - Notice of hearing.

- (a) Upon receipt of such special assessment roll, the city council shall order it filed in the office of the city clerk for public examination, shall fix by resolution the time and place when the city council will hold a public hearing to review such roll, which public hearing shall be held not less than ten days after notice of the time and place thereof has been published in a newspaper of general circulation by the city clerk (publication to be twice, the first publication to be at least ten days before the hearing). In addition, notice of the public hearing shall be

given by the city clerk to each owner of or property in interest in the property to be assessed whose name appears upon the last local tax assessment records, by mailing such notice by first-class mail addressed to such owner or party at the address shown on the tax records at least ten days before the date of such hearing. The last local tax assessment records shall mean the last assessment roll for ad valorem tax purposes which has been reviewed by the local board of review, as supplemented by any subsequent changes in the names or the addresses of such owners or parties listed thereon.

- (b) Both the notice of hearing to be published and the notice of hearing to be mailed by first-class mail shall include the following:
  - (1) The date, time and place of the public hearing.
  - (2) A statement that appearance and protest at the hearing is required in order to appeal the amount of special assessment to the state tax tribunal, and that if the special assessment is protested properly, the owner or any party having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal or other court of competent jurisdiction within 30 days after confirmation of the assessment roll.
  - (3) A statement that the special assessment roll is on file for public inspection with the city clerk, and that any person deeming himself aggrieved by the special assessment roll may file his objections hereto in writing with the city clerk at or prior to the time of the hearing, in which case appearance in person is not required.
- (c) Any failure to give notice as required in this chapter shall not invalidate an entire assessment roll, but only the assessment on property affected by the lack of notice. In no case shall any special assessment be deemed invalid as to any property if the owner of or party in interest therefor has actually receive notice, has waived notice or has paid any part of the assessment. If any assessment is declared void by court decree or judgment, a reassessment against the property may be made.

(Ord. No. 641, 5-17-99)

#### Sec. 58-11. - Objections to roll.

Any person deeming himself aggrieved by the special assessment roll may file his objections and protest thereto in writing with the city clerk at or prior to the time of hearing, which written objections shall specify in what respect he deems himself aggrieved, and if said objections are timely and properly filed, the objecting person's appearance in person is not required at the hearing.

(Ord. No. 641, 5-17-99)

#### Sec. 58-12. - Hearing; review; confirmation; statement.

The city council shall meet and review the special assessment roll at the time and place appointed, or at an adjourned date therefor, and shall consider any written objections thereto. The city council may correct the roll as to any assessment or description of any lot or parcel of land, or other error appearing therein. Any changes made in such roll shall be noted in the city council minutes. After such hearing and review, the city council may confirm such special assessment roll or may refer it back to the city assessor for revision or may annul it and any proceedings in connection therewith.

(Ord. No. 641, 5-17-99)

#### Sec. 58-13. - Final in confirmation.

Such roll shall, upon confirmation, be final and conclusive.

(Ord. No. 641, 5-17-99)

Sec. 58-14. - Deferred payment.

The city council, at a date no later than confirmation of the roll, may provide for the deferred payment of special assessments from persons who, in the opinion of the treasurer and assessor, by reason of poverty are unable to contribute towards the cost there. In all such cases, as a condition to the granting of such deferred payments, the city shall require mortgage security on the real property of the beneficiary, payable upon his death.

(Ord. No. 641, 5-17-99)

Sec. 58-15. - Installments; lien.

All special assessments contained in any special assessment roll, including any part thereof deferred as to payment, shall, from the date of confirmation of such roll, constitute a lien upon the respective lots or parcels of land assessed and until paid shall be a charge against the respective owners of the several lots and parcels of land and a debt to the city from the persons to whom they are assessed. Such lien shall be of the same character and effect as the lien created by the city Charter for city taxes and shall include accrued interest and penalties. No judgment of decree, nor any act of the city council vacating a special assessment, shall destroy or impair the lien of the city upon the premises assessed for such amount of the assessment as may be equitably charged against the same, or as by a regular mode of proceeding might be lawfully assessed thereon. All special assessments shall become due upon confirmation of the special assessment roll or in annual installments in number as the council may determine at the time of confirmation, and if in annual installments, the council shall determine the first installment to be due upon confirmation or on the following July 1, with subsequent installments being due on July 1 of succeeding years, or the city council may, at its sole discretion, establish by resolution any other installment payment due dates that it deems appropriate.

(Ord. No. 641, 5-17-99)

Sec. 58-16. - Collection of assessments.

The assessment roll shall be transmitted by the clerk to the treasurer for collection immediately after its confirmation, and the city clerk shall attach to the roll a certification reading, substantially as follows:

I hereby certify that on \_\_\_\_\_ the City Council of the City of Auburn Hills did confirm the attached special assessment roll.

/s/ \_\_\_\_\_  
City Clerk

The treasurer shall mail statements of the several assessments to the respective owners or parties in interest as indicated on the last local tax assessment records of the several lots and parcels of land assessed, stating the amount of the assessment and the manner in which it may be paid; provided, however, that failure to mail any such statement shall not invalidate the assessment or entitle the owner to an extension of time within which to pay the assessment. The notice of special assessment that is mailed pursuant to this section shall contain a



statement that the owner or any person having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal within 30 days after confirmation of the special assessment roll if that special assessment was protested at the hearing held for the purpose of confirming the roll.

(Ord. No. 641, 5-17-99)

Sec. 58-17. - Early payment.

The council may determine that the whole or any part of any such assessment may be paid during a determined period after the date of confirmation of the special assessment roll without interest or penalty.

(Ord. No. 641, 5-17-99)

Sec. 58-18. - Spreading installments.

Except as otherwise provided by resolution of the city council, the first installment shall be spread upon the next city tax roll in a column headed "Special Assessments," together with interest upon all unpaid installments from the date of the confirmation of the roll to the first day of July of the year in which such tax roll is made or such other date as established by resolution of the city council; provided that any fraction of a month shall be considered as a full month. Thereafter, one installment shall be spread upon each annual tax roll, together with one year's interest upon all unpaid installments; provided that when any annual installment shall have been prepaid as hereinafter provided, then there shall be spread upon the tax roll for such year only the interest upon all unpaid installments.

(Ord. No. 641, 5-17-99)

Sec. 58-19. - Collection of installments.

After each installment has been placed on the tax rolls, the same shall be collected by the treasurer, with the same rights and remedies and the same penalties, interest and other fees as provided in the Charter and by other applicable law for the collection of taxes.

(Ord. No. 641, 5-17-99)

Sec. 58-20. - Advance payment of installments.

After the expiration of the period provided for in section 58-17, any installment which has not been spread upon the tax rolls may be discharged by paying the face amount thereof, plus the interest thereon to date of payment. Any person desiring to pay such installment in advance shall first secure the proper statement from the assessor to permit the treasurer to compute the amount to be paid. The treasurer shall report to the assessor all advance payments on installments so that the assessor shall have such information before spreading installments on the next city tax roll.

(Ord. No. 641, 5-17-99)

Sec. 58-21. - Determination of actual cost of improvement.

Upon completion of the improvement and the payment of the cost thereof, the city manager shall certify to the council the total cost of said improvement, together with the amount of the original roll for said improvement.

(Ord. No. 641, 5-17-99)

**Sec. 58-22. - Deficiency assessments.**

Should the assessments in any special assessment roll, including the amount assessed to the city at large, prove insufficient for any reason to pay the cost of the improvement for which it was levied and the expenses incidental thereto, or to pay the principal and interest of bonds or other obligations issued therefor, then the council may make additional assessments against the city and the several lots and parcels of land in the same ratio as the original assessments to supply the deficiency, but the total amount assessed against any lot or parcel of land shall not exceed the value of the benefits received from the improvement or obligation.

(Ord. No. 641, 5-17-99)

**Sec. 58-23. - Excessive assessments.**

The excess by which any special assessment proves larger than the actual cost of the improvement or obligation and expenses incidental thereto may be placed in the general fund of the city if such excess is five percent or less of the assessment, but should the assessment prove larger than necessary by more than five percent, the entire excess shall be refunded on a pro rata basis to the then owners of the property assessed. No excess of less than \$5.00 shall be refunded, in any event. Such refund shall be made by credit against future unpaid installments in the inverse order in which they are payable, to the extent such installments then exist, and the balance of such refund shall be in cash. No refunds may be made which contravene the provisions of any outstanding evidence of indebtedness secured in whole or part by such special assessment.

(Ord. No. 641, 5-17-99)

**Sec. 58-24. - Reassessments.**

Whenever any special assessment shall, in the opinion of the city council, be invalid by reason of irregularity or informality in the proceedings, or if any court of competent jurisdiction shall adjudge such assessment to be illegal, the council shall, whether the improvement has been made or not, or whether any part of the assessment has been paid or not, have power to cause a new assessment to be made for the same purpose for which the former assessment was made. All proceedings on such reassessment and for the collection thereof shall be conducted in the same manner as provided for the original assessment, except respecting the correction of the procedures for the purpose of making the proceedings legal; and whenever the assessment, or any part thereof, levied upon any premises has been so set aside, if the same has been paid and not refunded, the payment so made shall be applied upon the reassessment, and the reassessment shall to that extent be deemed satisfied.

(Ord. No. 641, 5-17-99)

**Sec. 58-25. - Collection by suit.**

In addition to any other remedies that the city may have from any source whatsoever, and without impairing the lien therefor, any delinquent special assessment, together with interest and penalties and other applicable fees, may be collected in all action in assumpsit in the name of the city against the person assessed, in any court having jurisdiction. If any such action it shall appear that by reason of any irregularities or informalities the assessment has not been properly made against the defendant or upon the premises sought to be charged, the court may, nevertheless, on satisfactory proof that expense has been incurred by the city which is proper charge against the defendant or the premises in question, render judgment for the amount properly chargeable against such defendant or upon such premises.

(Ord. No. 641, 5-17-99)

Sec. 58-26. - Waiver of assessment.

Whenever the city council shall determine that a special assessment levied upon a single lot or parcel of land is illegal or results in no benefit to the owner or was levied in error, or if such assessment violates the policy of the city council not to assess twice the same property for the same type of improvement, then the city council shall have the power and authority to waive collection of a part of all such assessment, and the city treasurer, upon receiving notice from the city council of such waiver, shall thereafter make collection on such assessment only in accordance with the notice.

(Ord. No. 641, 5-17-99)

Sec. 58-27. - Accounts.

Except as otherwise provided for in the city Charter and/or other applicable law, monies raised by special assessment for any improvement shall be credited to a special account and shall be used to pay for the cost of the improvement for which the assessment was levied and expenses incidental thereto and to repay any money borrowed therefor.

(Ord. No. 641, 5-17-99)

Sec. 58-28. - Written contract.

If all persons or property owners to be affected by any proposed improvement agree that such proposed improvement be made and that a special assessment be levied in connection therewith, the city may, in lieu of the procedure provided for in this chapter, enter into a written contract with all the persons or property owners affected thereby, which contract, if properly approved and executed, shall operate as a complete special assessment procedure and the assessment shall be made in accordance with the contract.

(Ord. No. 641, 5-17-99)

Sec. 58-29. - Single lot.

- (a) *Report by city manager.* When any expense shall have been incurred by the city upon or in respect to any single lot or parcel of land, which expense is chargeable against such lot or parcel of land, and the owner thereof, by any city Charter provision or ordinance or the laws of the state, and is not of that class required to be prorated among several lots or parcels of land in a special assessment district, the amount of labor and material, or any other expense or service for which such expenses was incurred, with a description of the lot or parcel of land upon or in respect to which the expense was incurred, and the name of the owner, if known, shall be reported by the city manager to the city council.
- (b) *Determination of council.* After reviewing the report of the city manager, the city council may, if it so desires, determine by resolution what amount or part of each such expense shall be charged and the person, if known, against whom and the premises upon which the same shall be levied as a special assessment. By resolution, the city council shall determine the number of installments in which the assessment may be paid, determine the rate of interest to be charged on installments, designate the land and premises upon which the special assessment shall be levied, direct the city assessor to prepare a special assessment roll in accordance with the city council's determination and designate the name by which the assessment roll shall be known and referred to, and, as often as the city council shall deem expedient, require notice of the several amounts so reported and determined to be given by the city clerk, to each owner of or party in interest in the property to be

assessed whose name appears upon the last local tax assessment records, by mailing by first-class mail addressed to such owner or party at the address shown on the tax records. The "last local tax assessment records" shall mean the same as specified in sections 58-6 and 58-10.

- (c) *Preparation of roll.* The city assessor shall thereupon prepare a special assessment roll, including all lots and parcels of land within the special assessment district designated by the city council, and shall assess to each such lot or parcel of land such sums as may have been directed by the city council.
- (d) *Certificate of assessor.* When the city assessor shall have completed such assessment roll, he shall attach thereto and endorse thereon his certificate to the effect that the roll has been made by him pursuant to a resolution of the city council (giving the date of adoption of same), and that in making the assessments therein, he has, as near as may be, according to his best judgment, confirmed in all respects to the directions contained in such resolution, the city charter and the provisions of this chapter. Thereupon, he shall file the special assessment roll with the city clerk, who shall present the same to the city council.
- (e) *Resolution; notice of hearing.* Upon receipt of such special assessment roll, the city council shall order it filed in the office of the city clerk for public examination, and shall, by resolution, fix the time and place when the city council shall meet and review such roll, which meeting shall not be less than ten days after notice of the time and place thereof has been published in a newspaper of general circulation by the city clerk (publication to be twice, the first publication to be at least ten days before the hearing). In addition, notice of the public hearing shall be given by the city clerk to the owner of or party in interest in the property to be assessed whose name appears on the last local tax assessment records by mailing such notice by first-class mail addressed to each owner or property at the address shown on the tax records at least ten days before the date of the hearing. The "last local tax assessment records" shall mean the same as specified in sections 58-6 and 58-10. In addition, both the notice of hearing to be published and the notice of hearing to be mailed by first-class mail shall contain those items required in section 58-10(b).
- (f) *Objections to roll.* Any person deeming himself aggrieved by the special assessment roll may file his objections and protest thereto in writing with the city clerk at or prior to the time of hearing, which written objections shall specify in what respect he deems himself aggrieved, and if said objections are timely and properly filed, the objecting person's appearance in person is not required at the hearing.
- (g) *Review of roll.* The city council shall meet and review the special assessment roll at the time and place appointed or at an adjourned date therefor and shall consider any written objections thereto.
- (h) *Changes in roll.* The city council may correct such roll as to any assessment or description of any lot or parcel of land or other errors appearing therein. Any changes made in such roll shall be noted in the city council minutes.
- (i) *Confirmation of roll.* After such hearing, the city council shall confirm such special assessment roll, with such corrections as may have been made, and the city clerk shall endorse the date of confirmation thereon, and upon confirmation, such roll shall be final and conclusive.

(Ord. No. 641, 5-17-99)

Secs. 58-30—58-40. - Reserved.



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

**MEETING DATE: JANUARY 20, 2025**

**AGENDA ITEM NO 9B**

**DEPARTMENT OF PUBLIC WORKS**

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads**  
**Submitted: January 7, 2025**  
**Subject: Motion – Adopt Resolution Declaring Necessity and to Proceed with Project and Defray a Portion of the Costs of the Project by Special Assessments upon Specially Benefited Properties (Resolution No. 3) for Centre Road.**

## **INTRODUCTION AND HISTORY**

City Staff has been planning for significant road improvements to be performed on Centre Road for several years as part of our 20-year Capital Plan. The current state of the road surface and base (photos attached as Exhibit 1) warrants reconstruction at this time. Therefore, it would be appropriate for the City Council to consider a complete reconstruction of the road at this time.

On January 6, 2025, the Auburn Hills City Council adopted Resolution No. 2 to declare tentative necessity and tentative intent to proceed with a proposed Special Assessment District (SAD) No. 11 regarding the repair of and improvements to Centre Road (Exhibit 2). As a result of adopting the resolution, a Public Hearing was set for Monday, January 20, 2025, at 7:00 p.m., for the purpose of hearing statements and objections to the proposed SAD No. 11 Centre Road Road Improvement Project. A written notice was sent to the benefiting property owners to inform them of the Public Hearing. The notice included the day, time, and place of the public hearing, an executed copy of the approved Resolution No. 2, and the City Manager's recommendation to proceed with the SAD for road improvements.

The City Manager's recommendation is on file with the City Clerk, as well as the project plan, cost estimate for construction, and intent to establish a SAD. These items were made available to the public for review prior to the Public Hearing. The notice to property owners (provided in the packet at Exhibit 3) indicated the requirement to appear in person before the City Council (or by letter received by the City Clerk prior to the January 20, 2025 Public Hearing) to state for the record their protest to the SAD assignment. Property owners were informed that protest of the SAD must be stated for the record to allow an opportunity to appear before the Michigan Tax Tribunal (MTT) to appeal the SAD.

Resolution number three, attached as Exhibit 4, declares necessity and to proceed with the Centre Road road improvements according to the plans and specifications prepared by OHM Advisors. The cost estimate for the project is \$3,071,000.00, of which a 50% portion will be defrayed by special assessments upon specially benefited properties identified in the SAD. The City's estimated share in the cost will be \$1,535,500.00 and the remaining balance will be divided equally among the 25 benefiting properties, list provided within the resolution, and estimated at \$61,420.00 each.

Adoption of the resolution will cause the City Assessor to prepare a special assessment roll that will be filed with the City Clerk. The City Manager will obtain firm bids from companies who are interested in performing the road work. These items will accompany Resolution No. 4 and will be provided for City Council action at a subsequent meeting.

### **STAFF RECOMMENDATION**

Resolution No. 3 is the 3rd of 5 that requires City Council approval to satisfy the SAD proceedings prescribed by City Ordinance (Attachment 4). Therefore, staff recommend approval of the resolution provided regarding the proposed SAD No. 11 for road improvements to Centre Road.

### **MOTION**

**Move to approve Resolution No. 3, a Resolution Declaring Necessity and to Proceed with Project and Defray a Portion of the Costs of the Project by Special Assessments upon Specially Benefited Properties for the proposed Special Assessment District No. 11 regarding the repair of and improvements to Centre Road.**

### **EXHIBITS**

Exhibit 1 – Photos

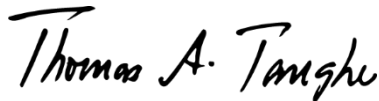
Exhibit 2 – January 6, 2025 City Council Packet Item

Exhibit 3 – Notice to Property Owners

Exhibit 4 – Resolution No. 3

Exhibit 5 – City Ordinance

I CONCUR:

A handwritten signature in black ink that reads "Thomas A. Tanghe". The signature is written in a cursive style with a large, stylized 'T' at the beginning.

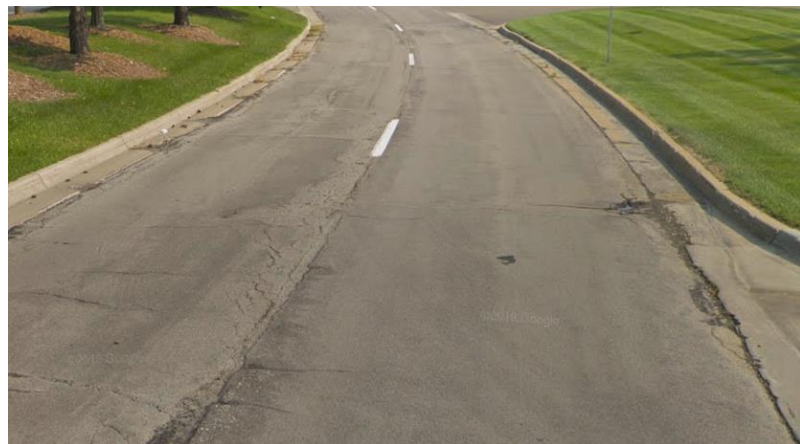
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THOMAS A. TANGHE, CITY MANAGER



# Existing Road Condition

Executive Hills Boulevard



Centre Road



Innovation Drive





# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

**MEETING DATE: JANUARY 6, 2025**

**AGENDA ITEM NO 9B**

**DEPARTMENT OF PUBLIC WORKS**

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads**  
**Submitted: December 18, 2024**  
**Subject: Motion – Adopt Resolution Declaring Tentative Necessity and Tentative Intent to Proceed with Project and Setting Public Hearing (Resolution No. 2) for Proposed Centre Road Special Assessment District**

## **INTRODUCTION AND HISTORY**

On December 2, 2024, the Auburn Hills City Council adopted Resolution No. 1 to direct the City Manager to prepare plans, specifications, and cost estimates to support establishment of the proposed Special Assessment District (SAD) for road improvements to Centre Road (Exhibit 1). The proposed work includes removal of the existing pavement, removal and replacement of failing curb and gutter, replacement of aggregate base as needed, replacement/extension of drive approaches as needed, paving the road with full depth 9-inch asphalt, and drainage structure repairs as needed.

As plans, specifications, and cost estimates are being finalized, a public hearing must be scheduled to present the plan, cost estimate for construction, and intent to establish a Special Assessment District to the public for comment. A written notice will be sent to the property owners to be assessed at least 10 days prior to the public hearing recommended for January 20, 2025. The notice must include the following:

- Provide the day, time, and place of the public hearing.
- Reference the road construction plan, cost estimate, and City Manager's recommendation to proceed with the Special Assessment District road improvements being on file with the City Clerk for review prior to the meeting.
- Indicate the requirement for property owners to appear in person before the City Council (or by letter received by the City Clerk prior to the January 20, 2025 Public Hearing) to state for the record their protest of the Special Assessment District assignment.
- That protest of the Special Assessment District must be stated for the record to allow property owner's to appear before the Michigan Tax Tribunal (MTT) to appeal the Special Assessment District.

Provided in the packet is Resolution No. 2 declaring the tentative necessity and tentative intent to proceed with the Centre Road Special Assessment District road improvement project, and setting the public hearing. Adoption of the resolution will schedule a public hearing for Monday, January 20, 2025, to allow the public to present statements and/or objections to the Special Assessment District road improvement project. Note that included with the resolution is a list of properties to which the tentative Special Assessment District assigns a portion of the project costs.

## **STAFF RECOMMENDATION**

Staff recommend approval of the resolution provided regarding the proposed Special Assessment District for road improvements to Centre Road.

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**MOTION**

Move to approve Resolution No. 2, a resolution declaring tentative necessity and tentative intent to proceed with the project and setting the public hearing for January 20, 2025 at 7:00 p.m. in City Hall at 1827 North Squirrel Road, Auburn Hills, MI 48326, for the purpose of hearing statements and objections to the proposed Special Assessment District No. 11 regarding the repair of and improvements to Centre Road.

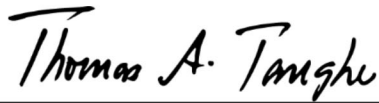
**EXHIBITS**

Exhibit 1 – December 2 Council Packet

Exhibit 2 – Resolution Number 2

Exhibit 3 – Parcel List

I CONCUR:

A handwritten signature in black ink that reads "Thomas A. Tanghe". The signature is written in a cursive style with a horizontal line underneath it.

THOMAS A. TANGHE, CITY MANAGER



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 2, 2024

AGENDA ITEM NO 9B

DEPARTMENT OF PUBLIC WORKS

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads  
**Submitted:** November 25, 2024  
**Subject:** Motion – Adopt Resolution No. 1 to Proceed with Preparation of Plans, Specifications and Cost Estimates for Proposed Centre Road Special Assessment District

### INTRODUCTION AND HISTORY

The estimated 2026 Annual Budget that was reviewed by City Council includes road improvements for Centre Road stemming from the City's Capital Plan. The proposed work which will occur on Centre Road includes removal of the existing pavement, removal and replacement of failing curb and gutter, replacement of aggregate base as needed, replacement/extension of drive approaches as needed, paving the road with full depth 9-inch asphalt, and drainage structure repairs as needed.

In April of 2016, City Council adopted a Special Assessment District (SAD) Assignment Policy. City Council also approved an amendment to the Auburn Hills Code of Ordinances, Chapter 58, Special Assessments. The ordinance amendment allows the City Council to assign up to 50% of the cost of an SAD project anywhere in the City. After the City's assigned share is deducted from the total cost for the public improvement, the remaining balance may be shared among the property owners who benefit directly from the improvement. The preliminary cost estimate to complete the project is depicted in the table below. While the City will pay for their portion of the project upfront per the SAD, these funds will be reimbursed to the Local Roads Fund upon approval from the Tax Increment Finance Authority.

Estimated Construction Cost	\$2,500,000.00
Design Services	\$100,000.00
Construction Engineering/Construction Administration	\$150,000.00
Geotechnical Testing	\$ 56,000.00
Special Assessment District Administration	\$ 15,000.00
Contingency	\$250,000.00
Total Estimate of Cost	\$3,071,000.00
City Contribution	\$1,535,500.00
Total Estimate of SAD Cost	\$1,535,500.00
Total Number of Units	25
Cost Share per Unit	\$ 61,420.00

City staff have been engaged with the property owner's representatives (direct beneficiaries) along Centre Road. Notices have been sent to introduce the anticipated SAD road project plan. An informational meeting was also held with the property owner's representatives (beneficiaries) on November 20th, 2024. Additional information was provided to the beneficiaries, including the proposed road work, preliminary project cost estimate, the division of total cost share per property assessed, and the City's anticipated cost share. As a result of this documented due diligence the basic preliminary proceedings of a SAD assignment have been recognized.

Finally, provided in the packet is Resolution No. 1. Adoption of the resolution will provide direction to the City Manager to begin the proceedings of the SAD process. The City will then be able to proceed with the preparation of plans, specifications, and cost estimates for the proposed Centre Road SAD. An estimate of the life of the project, description of the proposed SAD, number of installments to be paid by the beneficiaries, and other pertinent information will be determined and provided to the City Council as the SAD proceedings move forward.

**STAFF RECOMMENDATION**

Staff recommends approval of the resolution provided regarding the proposed SAD for road improvements to Centre Road.

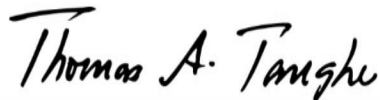
**MOTION**

**Move to approve Resolution No. 1 to Proceed with Preparation of Plans, Specifications, and Cost Estimates for proposed Special Assessment District regarding the repair of and improvements to Centre Road.**

**EXHIBITS**

Exhibit 1 – Resolution

I CONCUR:

A handwritten signature in black ink that reads "Thomas A. Tanghe". The signature is written in a cursive, flowing style.

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THOMAS A. TANGHE, CITY MANAGER

**CITY OF AUBURN HILLS**

**RESOLUTION TO PROCEED WITH PREPARATION OF PLANS,  
SPECIFICATIONS AND COST ESTIMATES FOR A  
PROPOSED SPECIAL ASSESSMENT DISTRICT (RESOLUTION NO. 1)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 2<sup>nd</sup> day of December, 2024, the following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

WHEREAS, the City is considering the construction of the proposed improvement described below, and the establishment of a special assessment district to defray the cost of such improvement by special assessment against the benefited properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to Centre Road; and

WHEREAS, the City Council desires to proceed to the next step of having cost estimates and project description plans and specifications prepared for the project.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Manager shall direct OHM, the City’s registered professional engineers, to prepare plans and specifications for the project, a cost estimate for the project, an estimate of the life of the project, description of the proposed special assessment district, the number of installments in which assessments may be paid and other pertinent information that will permit the City Council to determine the estimated costs, extent and necessity of the project, including the portions to be paid by special assessments upon the properties that are specially benefited by the project and the portion, if any, to be paid by the City. Such information once prepared by OHM shall be filed with the City Clerk, along with the City Manager’s recommendations with respect to the project.

2. No contract or expenditure, except for the cost of preparing the necessary profiles, plans, designs, specifications and estimates of costs described above, shall be made for the project, nor shall any improvements be commenced until the City Council affirms the special assessment roll to defray the costs of the project.

AYES:

NAYES:

ABSENT:

ABSTENTIONS:



STATE OF MICHIGAN )

) SS

COUNTY OF OAKLAND )

I, Laura Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 2<sup>nd</sup> day of December, 2024, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Laura Pierce  
City Clerk

## **CITY OF AUBURN HILLS**

### **RESOLUTION DECLARING TENTATIVE NECESSITY AND TENTATIVE INTENT TO PROCEED WITH PROJECT AND SETTING PUBLIC HEARING (RESOLUTION NO. 2)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 6<sup>th</sup> day of January, 2025, the following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

WHEREAS, the City is considering the construction of the proposed improvement described below and the establishment of a special assessment district to defray a portion of the cost of such improvement by special assessment against the benefitted properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to Centre Road; and

WHEREAS, plans, specifications and cost estimates have been prepared by the City’s engineers, OHM, and have been submitted to the City and filed with the City Clerk, for construction of the project and the City is tentatively considering the establishment of a special assessment district to finance and defray a portion of the costs of the project and the City Manager has recommended that the City Council proceed with the project; and

WHEREAS, the project is designed and intended to specially benefit all of the properties in the proposed special assessment district by repairing and improving Centre Road, thereby allowing said property owners better and safer access and travel on said road, preserving property values and protecting said property owners’ and their invitees’ and customers’ vehicles, among other things.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council tentatively determines that the project is necessary and that it tentatively intends to proceed with the project and to establish the special assessment district to defray a portion of the costs of the project.

2. The City’s engineers, OHM, who are registered professional engineers, have prepared plans describing the project and a preliminary estimate of the cost of the project in the amount of \$3,071,000 has now been determined, of which \$3,071,000 amount it is estimated that approximately \$1,535,500 will be defrayed by special assessments against the properties in the special assessment district. Such plans and cost estimates have been filed with the City Clerk and the City Manager recommends proceeding with the project.

3. The City Council tentatively designates all of the properties on the list attached to this Resolution as the special assessment district against which a portion of the costs of the project is to be assessed and which will be identified as Special Assessment District No. 11 (the “district”).

4. The City Clerk shall give notice that the City Council shall conduct a public hearing on January 20, 2025 at 7:00 p.m. in the City Hall at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, for the purpose of hearing statements and objections to the project and to the tentatively established district. Notice of the public hearing shall be published twice in a newspaper published

- (a) The date, time and place of the public hearing;
- (b) A statement that the report, plan and estimate and the City Manager's recommendation is on file with the City Clerk for public examination.
- (c) A statement that appearance and protest at the hearing is required in order to appeal the matters to be considered at the hearing to the Michigan Tax Tribunal and that an owner and/or party in interest, or their agent, may appear in person at the hearing to protest, or they may appear by filing their appearance or protest by letter, which shall then not require their personal appearance provided that said letter is received by the City Clerk prior to and/or at the January 20, 2025 hearing.

STATE OF MICHIGAN )  
 )ss  
COUNTY OF OAKLAND )

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_ day of \_\_\_\_\_, 2025.

City Clerk

City of Auburn Hills  
County of OaklandGrand Total

### Certification of Assessor

I, William Griffin, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the Resolution of City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor's best judgment, conformed in all respects with the directions contained in the \_\_\_\_\_, 2025 Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

Signed \_\_\_\_\_  
Date \_\_\_\_\_

I hereby certify that on \_\_\_\_\_, 2025 the City Council of the City of Auburn Hills did confirm the attached special assessment roll.



January 7, 2025

PREMIER AUBURN I, LLC  
1060 CENTRE RD  
AUBURN HILLS, MI 48326

Re: Special Assessment District Assignment - Parcel ID 02-14-23-152-018

Dear Sir/Madam,

On January 6, 2025, the Auburn Hills City Council approved Resolution No. 2, declaring tentative necessity and tentative intent to proceed with the proposed Special Assessment District (SAD) No. 11 regarding the repair of and improvements to Centre Road. A **Public Hearing** has been set on **January 20, 2025 at 7:00 p.m., in City Hall at 1827 N. Squirrel Road, Auburn Hills, MI 48326**, for the purpose of hearing statements and objections to the proposed SAD road improvement project.

If you choose to appeal the SAD, your appearance and protest at the hearing is **required** in order to appeal the matters to be considered at the hearing to the Michigan Tax Tribunal. An owner and/or party in interest or their agent, may appear in person at the hearing to protest. It is acceptable to file your appearance or protest by letter provided that said letter is received by the City Clerk prior to and/or at the January 20, 2025 public hearing.

A copy of Resolution No. 2, certified by the City Clerk, is enclosed for your review and file. Also, on file in the City Clerk's office, is the report, plan, and estimate with the City Manager's recommendation, and is available for public examination.

Please feel free to contact me if you have any questions.

Sincerely,

Jason Hefner  
Manager of Fleet & Roads  
Department of Public Works

City of Auburn Hills – Department of Public Works  
1500 Brown Road – Auburn Hills MI – 48326  
(P) 248-391-3777 (E) [dpw@auburnhills.org](mailto:dpw@auburnhills.org)

**CITY OF AUBURN HILLS**  
**RESOLUTION DECLARING NECESSITY AND TO PROCEED WITH PROJECT AND TO**  
**DEFRAY A PORTION OF THE COSTS OF THE PROJECT BY SPECIAL ASSESSMENTS**  
**UPON SPECIALLY BENEFITED PROPERTIES (RESOLUTION NO. 3)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 20<sup>th</sup> day of January 2025, the following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

WHEREAS, the City has considered construction of the proposed improvement described below (the Project) and has further requested the establishment of a special assessment district to finance and defray a portion of the costs of the project; and

WHEREAS, the proposed improvement (the Project) is the repair of and improvements to Centre Road; and

WHEREAS, the Project is designed and intended to specially benefit the properties identified in the special assessment district (the District) attached to this Resolution; and

WHEREAS, after an initial consideration, the City Council on January 6, 2025, adopted its Resolution No. 2 declaring its tentative intent to proceed with the Project and with the establishment of the District; and

WHEREAS, plans for the Project, and an estimate of the costs of the project in the amount of \$3,071,000, of which amount it is estimated that approximately \$1,535,500 will be defrayed by special assessments against the properties in the special assessment district, have been prepared and notice of public hearing has been duly given, according to law, to the owners of property in the District to inform them of their opportunity to present comments and objections to the Project and to the District; and

WHEREAS, the hearing was duly conducted and held on January 20, 2025, consistent with the notice, following which the City Council determined to proceed with the project and the establishment of the district.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council determines that the Project is necessary.
2. The City shall proceed with the Project.
3. The plans and specifications prepared for the Project and the cost estimate for the Project in the amount of \$3,071,000 presented at the hearing are approved.
4. The District shall consist of the properties identified in the special assessment district attached to this Resolution and against which 50% of the cost of the project shall be assessed.
5. The District shall be designated and known as the Centre Road Road Improvement Special Assessment District, Special Assessment District No. 11.
6. The duration of the District's existence shall be ten (10) years, and unless paid in cash earlier with respect to a particular property, the special assessment shall be paid in ten (10) annual installments at the rate of five percent (5%) interest to be charged on said installments, with the date

of the first assessment installment to be determined and set forth in the City Council’s Resolution confirming the special assessment roll.

7. The City Assessor shall prepare a special assessment roll that includes all lots and parcels of land within the District with the names of the respective record owners of each property, if known, and shall also include the total amount to be assessed against each property. The amount to be assessed against each property shall be based upon the proportionate amount of special benefit to be received by each property from the Project. The amount spread in each case shall be based upon the detailed estimate of costs as approved by the City Council.

8. When the Assessor completes the assessment roll, the Assessor shall file it with the City Clerk for presentation to the City Council, along with the Assessor’s certification that the roll has been prepared by the Assessor pursuant to the January 20, 2025, Resolution of the City Council and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor’s best judgment, conformed in all respects with the directions contained in the January 20, 2025, Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

9. The City Manager is directed to obtain firm bids from companies and/or other entities who are interested in performing the work necessary to complete the project.

AYES:  
NAYES:  
ABSENT:  
ABSTENTIONS:

STATE OF MICHIGAN )  
                                  )ss  
COUNTY OF OAKLAND )

I, Laura Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 20<sup>th</sup> day of January, 2025, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Laura Pierce  
City Clerk



Property Address	Parcel Number	OwnerName1	Mailing Address	City	State	Zip	LegalDescription	Benefit	Assessment
1203 Centre Road	02-14-23-151-014	Centre Investments, LLC	1372 McKail Rd	Leonard	MI	48367-1425	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 36 4-7-86 FR 151-003	1	
1195 Centre Road	02-14-23-151-015	Spiliane Holdings, LLC	1195 Centre Road	Auburn Hills	MI	48326	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 35 4-7-86 FR 151-003	1	
1163 Centre Road	02-14-23-151-019	Shelby Mgt LLC	7 N Shore Dr.	Lake Orion	MI	48362	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 31 4-7-86 FR 151-003	1	
1155 Centre Road	02-14-23-151-020	Dmart LLC	3649 Wooded Ln.	Lake Orion	MI	48360-1024	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 30 4-7-86 FR 151-003	1	
1147 Centre Road	02-14-23-151-021	Pine Knob Pro Associates, LLC	5645 Sashabaw Rd.	Clarkston	MI	48346-3149	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 29 4-7-86 FR 151-003	1	
1139 Centre Road	02-14-23-151-022	TRA Management,LLC	145 S Livernois Rd., Ste 314	Rochester Hills	MI	48307-1837	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 28 4-7-86 FR 151-003	1	
1131 Centre Road	02-14-23-151-023	Munro Realty LLC	1140 Centre Rd.	Auburn Hills	MI	48326	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 27 4-7-86 FR 151-003	1	
1187 Centre Road	02-14-23-151-032	1116 Centre Rd Investors LLC	1550 E Beltline Ave, SE, Ste 15	Grand Rapids	MI	49506-4399	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK NLY 101.64 FT OF LOT 34 06/23/87 FR 016	1	
1183 Centre Road	02-14-23-151-033	1116 Centre Rd Investors LLC	1550 E Beltline Ave, SE, Ste 15	Grand Rapids	MI	49506-4399	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK SLY 100.50 FT OF LOT 34 06/23/87 FR 016	1	
1067 Centre Road	02-14-23-151-034	Barbara Rose Kohler Trust	6728 Country Club Ln.	West Bloomfield	MI	48322-3972	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 19 & 20 9-21-88 FR 030 & 031	1	
1091 Centre Road	02-14-23-151-036	K-S Group LLC	560 Kirts Blvd, Ste 100	Troy	MI	48084-4141	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOTS 21, 22 & 23 10-6-89 FR 027, 028 & 029	1	
1107 Centre Road	02-14-23-151-037	Premier Auburn -I. LLC	560 Kirts Blvd, Ste 100	Troy	MI	48084-4141	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOTS 24, 25 & 26 7-24-90 FR 024, 025 & 026	1	
1171 Centre Road	02-14-23-151-038	AMC Development LLC	61510 Huntington Cir E	Washington	MI	48094-1164	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOTS 32 & 33 9-20-90 FR 017 & 018	1	
1227 Centre Road	02-14-23-151-039	1227 Centre Road LLC	12 Mountain View Dr	West Hartford	CT	06117-3009	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOTS 37 TO 40 INCL 8-29-97 FR 013 & 035	1	
1220 Centre Road	02-14-23-152-003	Atlas Property Holdings LLC	1220 Centre Rd	Auburn Hills	MI	48326	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 3 4-7-86 FR 151-003	1	
1124 Centre Road	02-14-23-152-011	1116 Centre Rd Investors LLC	1550 E Beltline Ave, SE, Ste 15	Grand Rapids	MI	49506-4399	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 11 4-7-86 FR 151-003	1	
1116 Centre Road	02-14-23-152-012	1116 Centre Rd Investors LLC	1550 E Beltline Ave, SE, Ste 15	Grand Rapids	MI	49506-4399	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 12 4-7-86 FR 151-003		
1060 Centre Road	02-14-23-152-018	Premier-Auburn-II, LLC	560 Kirts Blvd, Ste 100	Troy	MI	48084-4141	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 18 4-7-86 FR 151-003	1	
1092 Centre Road	02-14-23-152-019	Toundas Properties LLC	1092 Centre Rd	Auburn Hills	MI	48326	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 15 & W 55 FT OF LOT 16 12-22-86 FROM 015 & 016	1	
1074 Centre Road	02-14-23-152-020	Engelwood Resources LLC	180 Engelwood Dr., Ste 1	Lake Orion	MI	48359	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK E 45 FT OF LOT 16 & ALL OF LOT 17 12-22-86 FROM 016 & 017	1	
1160 Centre Road	02-14-23-152-022	AB Investments LLC	1160 Centre Rd	Auburn Hills	MI	48326	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK PART OF LOT 5 & ALL OF LOT 6, MORE PARTICULARLY DESC AS BEG AT SW COR OF SD LOT 6, TH N 00-05-12 W 289.63 FT, TH N 72-15-09 E 150.50 FT, TH S 17-44-51 E 71.17 FT, TH S 00-05-12 E 267.47 FT, TH S 89-54-48 W 165 FT TO BEG 11-15-89 FR 005 & 006	1	
1180 Centre Road	02-14-23-152-023	Blackbird Holding Company, LLC	4684 Charing Cross Rd.	Bloomfield Hills	MI	48304-3205	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 4 & PART OF LOT 5, MORE PARTICULARLY DESC AS BEG AT SE COR OF SD LOT 4, TH S 89-54-48 W 165 FT, TH N 00-05-12 W 267.47 FT, TH N 17-44-51 W 71.17 FT, TH N 72-15-09 E 139.66 FT, TH ALG CURVE TO RIGHT, RAD 315 FT, CHORD BEARS N 77-14-50 E 54.85 FT, DIST OF 54.92 FT, TH S 00-05-12 E 389.69 FT TO BEG 11-15-89 FR 004 & 005	1	
1098 Centre Road	02-14-23-152-024	Sabe, LLC	1100 Centre Rd.	Auburn Hills	MI	48326	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOTS 13 & 14 12-14-89 FR 013 & 014	1	
1140 Centre Road	02-14-23-152-025	1140 Centre LLC	33477 Woodward Ave Ste 800	Birmingham	MI	48009-0929	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK LOT 7, ALSO PART OF LOT 8 ALL DESC AS BEG AT NE COR OF SD LOT 7, TH S 00-05-12 E 368.73 FT, TH S 89-54-48 W 250 FT, TH N 00-05-12 W 194.10 FT, TH ALG CURVE TO RIGHT, RAD 130 FT, CHORD BEARS N 36-04-59 E 153.45 FT, DIST OF 164.13 FT, TH N 72-15-09 E 167.33 FT TO BEG 4-22-93 FR 021	1	
1140 Centre Road	02-14-23-152-026	1140 Centre LLC	33477 Woodward Ave Ste 800	Birmingham	MI	48009-0929	T3N, R10E, SEC 23 AUBURN CENTRE INDUSTRIAL PARK PART OF LOT 8, ALSO ALL OF LOTS 9 & 10 ALL DESC AS BEG AT SW COR OF SD LOT 10, TH N 00-05-12 W 210.90 FT, TH N 89-54-48 E 250 FT, TH S 00-05-12 E 210.90 FT, TH S 89-54-48 W 250 FT TO BEG 4-22-93 FR 021	1	

Total Parcels Assessed

25

Grand Total

\$ -

Certification of Assessor

I, *William Griffin*, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the \_\_\_\_\_, 2025, Resolution of City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor's best judgment, conformed in all respects with the directions contained in the \_\_\_\_\_, 2025 Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

Signed \_\_\_\_\_

Date \_\_\_\_\_

I hereby certify that on \_\_\_\_\_, 2025 the City Council of the City of Auburn Hills did confirm the attached special assessment roll.

## Chapter 58 - SPECIAL ASSESSMENTS

*Footnotes:*

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**Cross reference**— *Administration, ch. 2; streets, sidewalks and other public places, ch. 62.***State Law reference**— *Notices and hearings, MCL 211.741 et seq., MSA 5.3534(1) et seq.; deferment for older persons, MCL 211.761 et seq., MSA 5.3536(1) et seq.; powers re special assessments, MCL 117.4a, 117.4b, 117.4d, 117.5, MSA 5.2074, 5.2075, 5.2077, 5.2084.***Editor's note**— *Ord. No. 641, adopted May 17, 1999, amended ch. 58 in its entirety to read as herein set out. Prior to inclusion of said ordinance, ch. 58 pertained to similar subject matter. See the Code Comparative Table.*

## Sec. 58-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates as different meaning:

*Cost* means and includes the expense of survey, spreading of roll, notice, advertising, printing, condemnation, cost and necessary expenses incurred for engineering, financial, legal and administrative services involved in the making and financing of the improvement of the levying and collecting of the special assessments therefor, rights-of-way and all other costs and expenses incident to the making of the improvement, the special assessments therefor and the financing thereof. Where any such service is rendered by city employees, the city may include the fair and reasonable cost of rendering the service.

*Improvement* means any public improvement, any part of the cost of which is to be assessed against one or more lots or parcels of land to be especially benefitted thereby, in proportion to the benefit to be derived therefrom.

*Local roads* shall mean subdivision streets and similar streets of limited continuity used primarily for access to abutting properties. This term shall not include expressways, major thoroughfares or secondary thoroughfares as defined in the Future Land Use Plan of the city, either as existing or proposed.

*Water or sewer improvement* means lateral sewers and distribution, water mains intended primarily to serve properties abutting the improvement and specifically benefiting therefrom.

(Ord. No. 641, 5-17-99)

## Sec. 58-2. - Power.

The city council shall have the power to assess and reassess the cost, or any portion thereof, of any public improvement to a special district as provided in the Charter of the city and the laws of the state in accordance with the procedures established by this chapter, provided, however, that no more than 50 percent of the cost of local road construction or improvement shall be borne by the city at large.

(Ord. No. 641, 5-17-99; Ord. No. 16-876, § 1, 5-9-16)

## Sec. 58-3. - Determination.

The city council shall have power to determine, by resolution, that the whole or any part of the expense of any improvement shall be defrayed by special assessment upon the property especially benefitted in proportion to the benefits derived or to be derived, but such determination shall not be made until the preliminary proceedings provided for in this chapter shall have been completed.

(Ord. No. 641, 5-17-99)

Sec. 58-4. - Petition for improvement.

The city council, in order to ascertain whether or not a reasonable number of property owners to be assessed desire any particular improvement to be made may request and receive a petition therefor, or may receive a petition voluntarily presented; but in either event, such petition shall be advisory only and shall not be jurisdictional.

(Ord. No. 641, 5-17-99)

Sec. 58-5. - Report of city manager.

Before determining to make any improvement, any part of the cost of which is to be defrayed by special assessment, the city council shall require the city manager to obtain, prepare or cause to be prepared plans and specifications therefor and an estimate of the cost thereof, and to file the same with the city clerk, together with his recommendation as to what proportion of the cost should be paid by special assessment and what part, if any, should be a general obligation of the city, the number of installments in which assessments may be paid and the lands which should be included in the special assessment district.

(Ord. No. 641, 5-17-99)

Sec. 58-6. - Public hearing.

- (a) After the filing of the project plans and specifications and the city manager's recommendation, a public hearing shall be held before the city council at a time and place to be fixed by resolution, which public hearing shall be held not less than ten days after notice of the time and place of the public hearing has been published in a newspaper of general circulation by the city clerk (publication to be twice, the first publication to be at least ten days before the hearing). In addition, notice of the public hearing shall be given by the city clerk to each owner of or party in interest in property to be assessed whose name appears upon the last local tax assessment record by mailing such notice by first-class mail addressed to such owner or party at the address shown on the tax records at least ten days before the date of the hearing. The last "local tax assessment record" shall mean the last assessment roll for ad valorem tax purposes which has been reviewed by the local board of review which is supplemented by any subsequent changes and the names or addresses of such owners or parties listed thereon.
- (b) Both the notice of hearing to be published and the notice of hearing to be mailed by first-class mail shall include the following:
  - (1) The date, time and place of the public hearing.
  - (2) A statement that the report plan estimate and city manager's recommendation is on file with the city clerk for public examination.
  - (3) A statement that appearance and protest at the hearing is required in order to appeal the amount of special assessment to the state tax tribunal.
- (c) At the time and place specified in the notice of hearing, the city council shall meet and hear any person to be affected by the proposed public improvement. The owner or party in interest or his agent may appear in person at the hearing to protest the special assessment, or he shall be permitted to file his protest by letter and his personal appearance shall not be required. The hearing may be adjourned from time-to-time by order of the city council.

- (d) The city council shall maintain a record of parties who appear to protest at the hearing. If the hearing is terminated, the party is heard, he shall be considered to have protested.

(Ord. No. 641, 5-17-99)

Sec. 58-7. - Council determination of necessity.

After completion of the hearing, the city council may, by resolution, determine to make the improvement and to defray the whole or any part of the cost of the improvement by special assessment upon the property especially benefitted, in proportion to the benefits thereto. By resolution, the commission shall approve the plans and specifications for the improvement and determine the estimated cost thereof; determine what proportion of the estimated cost shall be paid by special assessment upon the property especially benefitted, and what part, if any, shall be the obligation of the city at large; determine the number of installments, if any, not to exceed 20 annual installments, in which the special assessment shall be paid and the date of payment for the first installment; determine the rate of interest to be charged on the installments, which interest shall be as adopted by resolution of the city council; and subject to any applicable charter provisions, with said rate of interest not to exceed the rate authorized by law; designate the district or the land and premises upon which special assessments shall be levied; direct the city assessor to prepare a special assessment roll in accordance with the city council's determination; and designate the name by which the assessment roll shall be known and referred to. By such resolution, the city council may also direct the city manager to obtain firm bids when such work is to be performed under contract.

(Ord. No. 641, 5-17-99)

Sec. 58-8. - Preparation of roll.

The city assessor shall thereupon prepare a special assessment roll, including all lots and parcels of land within the special assessment district designated by the city council, and shall assess to each lot or parcel of land such relative portion of the whole sum to be levied against all the lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district. There shall also be entered upon such roll the amount, if any, which has been assessed to the city at large.

(Ord. No. 641, 5-17-99)

Sec. 58-9. - Assessor's certificate.

When the city assessor shall have completed such assessment roll, he shall attach thereto, or endorse thereon, his certificate to the effect that the roll has been made by him pursuant to a resolution of the city council (giving date of adoption of same), and that in making the assessments therein, he has, as near as may be, according to his best judgment, conformed in all respects to the directions contained in such resolution and the city Charter and the provisions in this chapter. Thereupon, he shall file the special assessment roll with the city clerk who shall present the same to the city council.

(Ord. No. 641, 5-17-99)

Sec. 58-10. - Notice of hearing.

- (a) Upon receipt of such special assessment roll, the city council shall order it filed in the office of the city clerk for public examination, shall fix by resolution the time and place when the city council will hold a public hearing to review such roll, which public hearing shall be held not less than ten days after notice of the time and place thereof has been published in a newspaper of general circulation by the city clerk (publication to be twice, the first publication to be at least ten days before the hearing). In addition, notice of the public hearing shall be

given by the city clerk to each owner of or property in interest in the property to be assessed whose name appears upon the last local tax assessment records, by mailing such notice by first-class mail addressed to such owner or party at the address shown on the tax records at least ten days before the date of such hearing. The last local tax assessment records shall mean the last assessment roll for ad valorem tax purposes which has been reviewed by the local board of review, as supplemented by any subsequent changes in the names or the addresses of such owners or parties listed thereon.

- (b) Both the notice of hearing to be published and the notice of hearing to be mailed by first-class mail shall include the following:
  - (1) The date, time and place of the public hearing.
  - (2) A statement that appearance and protest at the hearing is required in order to appeal the amount of special assessment to the state tax tribunal, and that if the special assessment is protested properly, the owner or any party having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal or other court of competent jurisdiction within 30 days after confirmation of the assessment roll.
  - (3) A statement that the special assessment roll is on file for public inspection with the city clerk, and that any person deeming himself aggrieved by the special assessment roll may file his objections hereto in writing with the city clerk at or prior to the time of the hearing, in which case appearance in person is not required.
- (c) Any failure to give notice as required in this chapter shall not invalidate an entire assessment roll, but only the assessment on property affected by the lack of notice. In no case shall any special assessment be deemed invalid as to any property if the owner of or party in interest therefor has actually receive notice, has waived notice or has paid any part of the assessment. If any assessment is declared void by court decree or judgment, a reassessment against the property may be made.

(Ord. No. 641, 5-17-99)

#### Sec. 58-11. - Objections to roll.

Any person deeming himself aggrieved by the special assessment roll may file his objections and protest thereto in writing with the city clerk at or prior to the time of hearing, which written objections shall specify in what respect he deems himself aggrieved, and if said objections are timely and properly filed, the objecting person's appearance in person is not required at the hearing.

(Ord. No. 641, 5-17-99)

#### Sec. 58-12. - Hearing; review; confirmation; statement.

The city council shall meet and review the special assessment roll at the time and place appointed, or at an adjourned date therefor, and shall consider any written objections thereto. The city council may correct the roll as to any assessment or description of any lot or parcel of land, or other error appearing therein. Any changes made in such roll shall be noted in the city council minutes. After such hearing and review, the city council may confirm such special assessment roll or may refer it back to the city assessor for revision or may annul it and any proceedings in connection therewith.

(Ord. No. 641, 5-17-99)

#### Sec. 58-13. - Final in confirmation.

Such roll shall, upon confirmation, be final and conclusive.

(Ord. No. 641, 5-17-99)

Sec. 58-14. - Deferred payment.

The city council, at a date no later than confirmation of the roll, may provide for the deferred payment of special assessments from persons who, in the opinion of the treasurer and assessor, by reason of poverty are unable to contribute towards the cost there. In all such cases, as a condition to the granting of such deferred payments, the city shall require mortgage security on the real property of the beneficiary, payable upon his death.

(Ord. No. 641, 5-17-99)

Sec. 58-15. - Installments; lien.

All special assessments contained in any special assessment roll, including any part thereof deferred as to payment, shall, from the date of confirmation of such roll, constitute a lien upon the respective lots or parcels of land assessed and until paid shall be a charge against the respective owners of the several lots and parcels of land and a debt to the city from the persons to whom they are assessed. Such lien shall be of the same character and effect as the lien created by the city Charter for city taxes and shall include accrued interest and penalties. No judgment of decree, nor any act of the city council vacating a special assessment, shall destroy or impair the lien of the city upon the premises assessed for such amount of the assessment as may be equitably charged against the same, or as by a regular mode of proceeding might be lawfully assessed thereon. All special assessments shall become due upon confirmation of the special assessment roll or in annual installments in number as the council may determine at the time of confirmation, and if in annual installments, the council shall determine the first installment to be due upon confirmation or on the following July 1, with subsequent installments being due on July 1 of succeeding years, or the city council may, at its sole discretion, establish by resolution any other installment payment due dates that it deems appropriate.

(Ord. No. 641, 5-17-99)

Sec. 58-16. - Collection of assessments.

The assessment roll shall be transmitted by the clerk to the treasurer for collection immediately after its confirmation, and the city clerk shall attach to the roll a certification reading, substantially as follows:

I hereby certify that on \_\_\_\_\_ the City Council of the City of Auburn Hills did confirm the attached special assessment roll.

/s/ \_\_\_\_\_  
City Clerk

The treasurer shall mail statements of the several assessments to the respective owners or parties in interest as indicated on the last local tax assessment records of the several lots and parcels of land assessed, stating the amount of the assessment and the manner in which it may be paid; provided, however, that failure to mail any such statement shall not invalidate the assessment or entitle the owner to an extension of time within which to pay the assessment. The notice of special assessment that is mailed pursuant to this section shall contain a

statement that the owner or any person having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal within 30 days after confirmation of the special assessment roll if that special assessment was protested at the hearing held for the purpose of confirming the roll.

(Ord. No. 641, 5-17-99)

Sec. 58-17. - Early payment.

The council may determine that the whole or any part of any such assessment may be paid during a determined period after the date of confirmation of the special assessment roll without interest or penalty.

(Ord. No. 641, 5-17-99)

Sec. 58-18. - Spreading installments.

Except as otherwise provided by resolution of the city council, the first installment shall be spread upon the next city tax roll in a column headed "Special Assessments," together with interest upon all unpaid installments from the date of the confirmation of the roll to the first day of July of the year in which such tax roll is made or such other date as established by resolution of the city council; provided that any fraction of a month shall be considered as a full month. Thereafter, one installment shall be spread upon each annual tax roll, together with one year's interest upon all unpaid installments; provided that when any annual installment shall have been prepaid as hereinafter provided, then there shall be spread upon the tax roll for such year only the interest upon all unpaid installments.

(Ord. No. 641, 5-17-99)

Sec. 58-19. - Collection of installments.

After each installment has been placed on the tax rolls, the same shall be collected by the treasurer, with the same rights and remedies and the same penalties, interest and other fees as provided in the Charter and by other applicable law for the collection of taxes.

(Ord. No. 641, 5-17-99)

Sec. 58-20. - Advance payment of installments.

After the expiration of the period provided for in section 58-17, any installment which has not been spread upon the tax rolls may be discharged by paying the face amount thereof, plus the interest thereon to date of payment. Any person desiring to pay such installment in advance shall first secure the proper statement from the assessor to permit the treasurer to compute the amount to be paid. The treasurer shall report to the assessor all advance payments on installments so that the assessor shall have such information before spreading installments on the next city tax roll.

(Ord. No. 641, 5-17-99)

Sec. 58-21. - Determination of actual cost of improvement.

Upon completion of the improvement and the payment of the cost thereof, the city manager shall certify to the council the total cost of said improvement, together with the amount of the original roll for said improvement.

(Ord. No. 641, 5-17-99)



**Sec. 58-22. - Deficiency assessments.**

Should the assessments in any special assessment roll, including the amount assessed to the city at large, prove insufficient for any reason to pay the cost of the improvement for which it was levied and the expenses incidental thereto, or to pay the principal and interest of bonds or other obligations issued therefor, then the council may make additional assessments against the city and the several lots and parcels of land in the same ratio as the original assessments to supply the deficiency, but the total amount assessed against any lot or parcel of land shall not exceed the value of the benefits received from the improvement or obligation.

(Ord. No. 641, 5-17-99)

**Sec. 58-23. - Excessive assessments.**

The excess by which any special assessment proves larger than the actual cost of the improvement or obligation and expenses incidental thereto may be placed in the general fund of the city if such excess is five percent or less of the assessment, but should the assessment prove larger than necessary by more than five percent, the entire excess shall be refunded on a pro rata basis to the then owners of the property assessed. No excess of less than \$5.00 shall be refunded, in any event. Such refund shall be made by credit against future unpaid installments in the inverse order in which they are payable, to the extent such installments then exist, and the balance of such refund shall be in cash. No refunds may be made which contravene the provisions of any outstanding evidence of indebtedness secured in whole or part by such special assessment.

(Ord. No. 641, 5-17-99)

**Sec. 58-24. - Reassessments.**

Whenever any special assessment shall, in the opinion of the city council, be invalid by reason of irregularity or informality in the proceedings, or if any court of competent jurisdiction shall adjudge such assessment to be illegal, the council shall, whether the improvement has been made or not, or whether any part of the assessment has been paid or not, have power to cause a new assessment to be made for the same purpose for which the former assessment was made. All proceedings on such reassessment and for the collection thereof shall be conducted in the same manner as provided for the original assessment, except respecting the correction of the procedures for the purpose of making the proceedings legal; and whenever the assessment, or any part thereof, levied upon any premises has been so set aside, if the same has been paid and not refunded, the payment so made shall be applied upon the reassessment, and the reassessment shall to that extent be deemed satisfied.

(Ord. No. 641, 5-17-99)

**Sec. 58-25. - Collection by suit.**

In addition to any other remedies that the city may have from any source whatsoever, and without impairing the lien therefor, any delinquent special assessment, together with interest and penalties and other applicable fees, may be collected in all action in assumpsit in the name of the city against the person assessed, in any court having jurisdiction. If any such action it shall appear that by reason of any irregularities or informalities the assessment has not been properly made against the defendant or upon the premises sought to be charged, the court may, nevertheless, on satisfactory proof that expense has been incurred by the city which is proper charge against the defendant or the premises in question, render judgment for the amount properly chargeable against such defendant or upon such premises.

(Ord. No. 641, 5-17-99)

Sec. 58-26. - Waiver of assessment.

Whenever the city council shall determine that a special assessment levied upon a single lot or parcel of land is illegal or results in no benefit to the owner or was levied in error, or if such assessment violates the policy of the city council not to assess twice the same property for the same type of improvement, then the city council shall have the power and authority to waive collection of a part of all such assessment, and the city treasurer, upon receiving notice from the city council of such waiver, shall thereafter make collection on such assessment only in accordance with the notice.

(Ord. No. 641, 5-17-99)

Sec. 58-27. - Accounts.

Except as otherwise provided for in the city Charter and/or other applicable law, monies raised by special assessment for any improvement shall be credited to a special account and shall be used to pay for the cost of the improvement for which the assessment was levied and expenses incidental thereto and to repay any money borrowed therefor.

(Ord. No. 641, 5-17-99)

Sec. 58-28. - Written contract.

If all persons or property owners to be affected by any proposed improvement agree that such proposed improvement be made and that a special assessment be levied in connection therewith, the city may, in lieu of the procedure provided for in this chapter, enter into a written contract with all the persons or property owners affected thereby, which contract, if properly approved and executed, shall operate as a complete special assessment procedure and the assessment shall be made in accordance with the contract.

(Ord. No. 641, 5-17-99)

Sec. 58-29. - Single lot.

- (a) *Report by city manager.* When any expense shall have been incurred by the city upon or in respect to any single lot or parcel of land, which expense is chargeable against such lot or parcel of land, and the owner thereof, by any city Charter provision or ordinance or the laws of the state, and is not of that class required to be prorated among several lots or parcels of land in a special assessment district, the amount of labor and material, or any other expense or service for which such expenses was incurred, with a description of the lot or parcel of land upon or in respect to which the expense was incurred, and the name of the owner, if known, shall be reported by the city manager to the city council.
- (b) *Determination of council.* After reviewing the report of the city manager, the city council may, if it so desires, determine by resolution what amount or part of each such expense shall be charged and the person, if known, against whom and the premises upon which the same shall be levied as a special assessment. By resolution, the city council shall determine the number of installments in which the assessment may be paid, determine the rate of interest to be charged on installments, designate the land and premises upon which the special assessment shall be levied, direct the city assessor to prepare a special assessment roll in accordance with the city council's determination and designate the name by which the assessment roll shall be known and referred to, and, as often as the city council shall deem expedient, require notice of the several amounts so reported and determined to be given by the city clerk, to each owner of or party in interest in the property to be

assessed whose name appears upon the last local tax assessment records, by mailing by first-class mail addressed to such owner or party at the address shown on the tax records. The "last local tax assessment records" shall mean the same as specified in sections 58-6 and 58-10.

- (c) *Preparation of roll.* The city assessor shall thereupon prepare a special assessment roll, including all lots and parcels of land within the special assessment district designated by the city council, and shall assess to each such lot or parcel of land such sums as may have been directed by the city council.
- (d) *Certificate of assessor.* When the city assessor shall have completed such assessment roll, he shall attach thereto and endorse thereon his certificate to the effect that the roll has been made by him pursuant to a resolution of the city council (giving the date of adoption of same), and that in making the assessments therein, he has, as near as may be, according to his best judgment, confirmed in all respects to the directions contained in such resolution, the city charter and the provisions of this chapter. Thereupon, he shall file the special assessment roll with the city clerk, who shall present the same to the city council.
- (e) *Resolution; notice of hearing.* Upon receipt of such special assessment roll, the city council shall order it filed in the office of the city clerk for public examination, and shall, by resolution, fix the time and place when the city council shall meet and review such roll, which meeting shall not be less than ten days after notice of the time and place thereof has been published in a newspaper of general circulation by the city clerk (publication to be twice, the first publication to be at least ten days before the hearing). In addition, notice of the public hearing shall be given by the city clerk to the owner of or party in interest in the property to be assessed whose name appears on the last local tax assessment records by mailing such notice by first-class mail addressed to each owner or property at the address shown on the tax records at least ten days before the date of the hearing. The "last local tax assessment records" shall mean the same as specified in sections 58-6 and 58-10. In addition, both the notice of hearing to be published and the notice of hearing to be mailed by first-class mail shall contain those items required in section 58-10(b).
- (f) *Objections to roll.* Any person deeming himself aggrieved by the special assessment roll may file his objections and protest thereto in writing with the city clerk at or prior to the time of hearing, which written objections shall specify in what respect he deems himself aggrieved, and if said objections are timely and properly filed, the objecting person's appearance in person is not required at the hearing.
- (g) *Review of roll.* The city council shall meet and review the special assessment roll at the time and place appointed or at an adjourned date therefor and shall consider any written objections thereto.
- (h) *Changes in roll.* The city council may correct such roll as to any assessment or description of any lot or parcel of land or other errors appearing therein. Any changes made in such roll shall be noted in the city council minutes.
- (i) *Confirmation of roll.* After such hearing, the city council shall confirm such special assessment roll, with such corrections as may have been made, and the city clerk shall endorse the date of confirmation thereon, and upon confirmation, such roll shall be final and conclusive.

(Ord. No. 641, 5-17-99)

Secs. 58-30—58-40. - Reserved.



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

**MEETING DATE: JANUARY 20, 2025**

**AGENDA ITEM NO 9C**

**DEPARTMENT OF PUBLIC WORKS**

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads**  
**Submitted: January 7, 2025**  
**Subject: Motion – Adopt Resolution Declaring Necessity and to Proceed with Project and Defray a Portion of the Costs of the Project by Special Assessments upon Specially Benefited Properties (Resolution No. 3) for Innovation Drive.**

### **INTRODUCTION AND HISTORY**

City Staff has been planning for significant road improvements to be performed on Innovation Drive for several years as part of our 20-year Capital Plan. The current state of the road surface and base (photos attached as Exhibit 1) warrants reconstruction at this time. Therefore, it would be appropriate for the City Council to consider a complete reconstruction of the road at this time.

On January 6, 2025, the Auburn Hills City Council adopted Resolution No. 2 to declare tentative necessity and tentative intent to proceed with a proposed Special Assessment District (SAD) No. 12 regarding the repair of and improvements to Innovation Drive (Exhibit 2). As a result of adopting the resolution, a Public Hearing was set for Monday, January 20, 2025, at 7:00 p.m., for the purpose of hearing statements and objections to the proposed SAD No. 12 Innovation Drive Road Improvement Project. A written notice was sent to the benefiting property owners to inform them of the Public Hearing. The notice included the day, time, and place of the public hearing, an executed copy of the approved Resolution No. 2, and the City Manager's recommendation to proceed with the SAD for road improvements.

The City Manager's recommendation is on file with the City Clerk, as well as the project plan, cost estimate for construction, and intent to establish a SAD. These items were made available to the public for review prior to the Public Hearing. The notice to property owners (provided in the packet at Exhibit 3) indicated the requirement to appear in person before the City Council (or by letter received by the City Clerk prior to the January 20, 2025 Public Hearing) to state for the record their protest to the SAD assignment. Property owners were informed that protest of the SAD must be stated for the record to allow an opportunity to appear before the Michigan Tax Tribunal (MTT) to appeal the SAD.

Resolution number three, attached as Exhibit 4, declares necessity and to proceed with the Innovation Drive road improvements according to the plans and specifications prepared by OHM Advisors. The cost estimate for the project is \$1,487,000.00, of which a 50% portion will be defrayed by special assessments upon specially benefited properties identified in the SAD. The City's estimated share in the cost will be \$743,500.00 and the remaining balance will be divided equally among the 2 benefiting properties, list provided within the resolution, and estimated at \$371,750.00 each.

Adoption of the resolution will cause the City Assessor to prepare a special assessment roll that will be filed with the City Clerk. The City Manager will obtain firm bids from companies who are interested in performing the road work. These items will accompany Resolution No. 4 and will be provided for City Council action at a subsequent meeting.

**STAFF RECOMMENDATION**

Resolution No. 3 is the 3rd of 5 that requires City Council approval to satisfy the SAD proceedings prescribed by City Ordinance (Attachment 4). Therefore, staff recommends approval of the resolution provided regarding the proposed SAD No. 12 for road improvements to Innovation Drive.

**MOTION**

**Move to approve Resolution No. 3, a Resolution Declaring Necessity and to Proceed with Project and Defray a Portion of the Costs of the Project by Special Assessments upon Specially Benefited Properties for the proposed Special Assessment District No. 12 regarding the repair of and improvements to Innovation Drive.**

**EXHIBITS**

Exhibit 1 – Photos

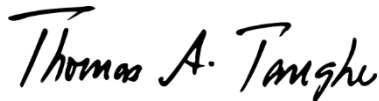
Exhibit 2 – January 6, 2025 City Council Packet Item

Exhibit 3 – Notice to Property Owners

Exhibit 4 – Resolution No. 3

Exhibit 5 – City Ordinance

I CONCUR:

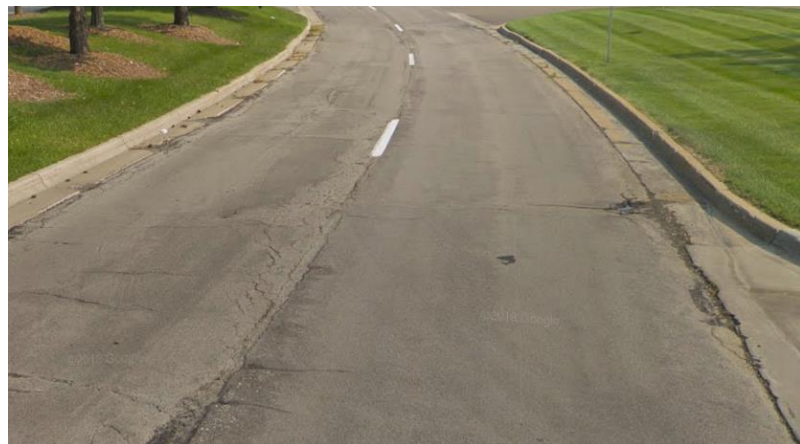
A handwritten signature in black ink that reads "Thomas A. Tanghe". The signature is written in a cursive style with a large, stylized 'T' at the beginning.

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THOMAS A. TANGHE, CITY MANAGER

# Existing Road Condition

Executive Hills Boulevard



Centre Road



Innovation Drive





# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

**MEETING DATE: JANUARY 6, 2025**

**AGENDA ITEM NO 9C**

**DEPARTMENT OF PUBLIC WORKS**

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads**  
**Submitted: December 18, 2024**  
**Subject: Motion – Adopt Resolution Declaring Tentative Necessity and Tentative Intent to Proceed with Project and Setting Public Hearing (Resolution No. 2) for Proposed Innovation Drive Special Assessment District**

## **INTRODUCTION AND HISTORY**

On December 2, 2024, the Auburn Hills City Council adopted Resolution No. 1 to direct the City Manager to prepare plans, specifications, and cost estimates to support establishment of the proposed Special Assessment District (SAD) for road improvements to Innovation Drive (Exhibit 1). The proposed work includes removal of the existing pavement, removal and replacement of failing curb and gutter, replacement of aggregate base as needed, replacement/extension of drive approaches as needed, paving the road with full depth 9-inch asphalt, and drainage structure repairs as needed, and the removal and paving through of the existing cul-de-sac.

As plans, specifications, and cost estimates are being finalized, a public hearing must be scheduled to present the plan, cost estimate for construction, and intent to establish a Special Assessment District to the public for comment. A written notice will be sent to the property owners to be assessed at least 10 days prior to the public hearing recommended for January 20, 2025. The notice must include the following:

- Provide the day, time, and place of the public hearing.
- Reference the road construction plan, cost estimate, and City Manager's recommendation to proceed with the Special Assessment District road improvements being on file with the City Clerk for review prior to the meeting.
- Indicate the requirement for property owners to appear in person before the City Council (or by letter received by the City Clerk prior to the January 20, 2025 Public Hearing) to state for the record their protest of the Special Assessment District assignment.
- That protest of the Special Assessment District must be stated for the record to allow property owner's to appear before the Michigan Tax Tribunal (MTT) to appeal the Special Assessment District.

Provided in the packet is Resolution No. 2 declaring the tentative necessity and tentative intent to proceed with the Innovation Drive Special Assessment District road improvement project, and setting the public hearing. Adoption of the resolution will schedule a public hearing for Monday, January 20, 2025, to allow the public to present statements and/or objections to the Special Assessment District road improvement project. Note that included with the resolution is a list of properties to which the tentative Special Assessment District assigns a portion of the project costs.

## **STAFF RECOMMENDATION**

Staff recommend approval of the resolution provided regarding the proposed Special Assessment District for road improvements to Innovation Drive.



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**MOTION**

Move to approve Resolution No. 2, a resolution declaring tentative necessity and tentative intent to proceed with the project and setting the public hearing for January 20, 2025 at 7:00 p.m. in City Hall at 1827 North Squirrel Road, Auburn Hills, MI 48326, for the purpose of hearing statements and objections to the proposed Special Assessment District No. 12 regarding the repair of and improvements to Innovation Drive.

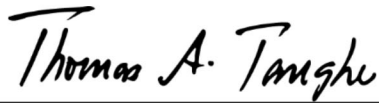
**EXHIBITS**

Exhibit 1 – December 2 Council Packet

Exhibit 2 – Resolution Number 2

Exhibit 3 – Parcel List

I CONCUR:

A handwritten signature in black ink that reads "Thomas A. Tanghe". The signature is written in a cursive style with a horizontal line underneath it.

THOMAS A. TANGHE, CITY MANAGER



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 2, 2024

AGENDA ITEM NO 9C

DEPARTMENT OF PUBLIC WORKS

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads**  
**Submitted: November 25, 2024**  
**Subject: Motion – Adopt Resolution No. 1 to Proceed with Preparation of Plans, Specifications and Cost Estimates for Proposed Innovation Drive Special Assessment District**

### INTRODUCTION AND HISTORY

The estimated 2026 Annual Budget that was reviewed by City Council includes road improvements for Innovation Drive stemming from the City's Capital Plan. The proposed work which will occur on Innovation Drive includes removal of the existing pavement, removal and replacement of failing curb and gutter, replacement of aggregate base as needed, replacement/extension of drive approaches as needed, paving the road with full depth 9-inch asphalt, and drainage structure repairs as needed, and the removal and paving through of the existing cul-de-sac.

In April of 2016, City Council adopted a Special Assessment District (SAD) Assignment Policy. City Council also approved an amendment to the Auburn Hills Code of Ordinances, Chapter 58, Special Assessments. The ordinance amendment allows the City Council to assign up to 50% of the cost of an SAD project anywhere in the City. After the City's assigned share is deducted from the total cost for the public improvement, the remaining balance may be shared among the property owners who benefit directly from the improvement. The preliminary cost estimate to complete the project is depicted in the table below. While the City will pay for their portion of the project upfront per the SAD, these funds will be reimbursed to the Local Roads Fund upon approval from the Tax Increment Finance Authority.

Estimated Construction Cost	\$1,200,000.00
Design Services	\$ 50,000.00
Construction Engineering/Construction Administration	\$ 75,000.00
Geotechnical Testing	\$ 27,000.00
Special Assessment District Administration	\$ 15,000.00
Contingency	\$120,000.00
Total Estimate of Cost	\$1,487,000.00
City Contribution	\$743,500.00
Total Estimate of SAD Cost	\$743,500.00
Total Number of Units	2
Cost Share per Unit	\$371,750.00

City staff have been engaged with the property owner's representatives (direct beneficiaries) along Innovation Drive. Notices have been sent to introduce the anticipated SAD road project plan. An informational meeting was also held with the property owner's representatives (beneficiaries) on November 20th, 2024. Additional information was provided to the beneficiaries, including the proposed road work, preliminary project cost estimate,

the division of total cost share per property assessed, and the City's anticipated cost share. As a result of this documented due diligence the basic preliminary proceedings of a SAD assignment have been recognized.

Finally, provided in the packet is Resolution No. 1. Adoption of the resolution will provide direction to the City Manager to begin the proceedings of the SAD process. The City will then be able to proceed with the preparation of plans, specifications, and cost estimates for the proposed Innovation Drive SAD. An estimate of the life of the project, description of the proposed SAD, number of installments to be paid by the beneficiaries, and other pertinent information will be determined and provided to the City Council as the SAD proceedings move forward.

#### **STAFF RECOMMENDATION**

Staff recommends approval of the resolution provided regarding the proposed SAD for road improvements to Innovation Drive.

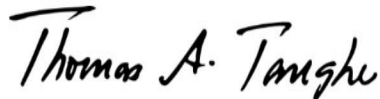
#### **MOTION**

**Move to approve Resolution No. 1 to Proceed with Preparation of Plans, Specifications, and Cost Estimates for proposed Special Assessment District regarding the repair of and improvements to Innovation Drive.**

#### **EXHIBITS**

Exhibit 1 – Resolution

I CONCUR:



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THOMAS A. TANGHE, CITY MANAGER

**CITY OF AUBURN HILLS**

**RESOLUTION TO PROCEED WITH PREPARATION OF PLANS,  
SPECIFICATIONS AND COST ESTIMATES FOR A  
PROPOSED SPECIAL ASSESSMENT DISTRICT (RESOLUTION NO. 1)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 2<sup>nd</sup> day of December, 2024, the following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

WHEREAS, the City is considering the construction of the proposed improvement described below, and the establishment of a special assessment district to defray the cost of such improvement by special assessment against the benefited properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to Innovation Drive; and

WHEREAS, the City Council desires to proceed to the next step of having cost estimates and project description plans and specifications prepared for the project.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Manager shall direct OHM, the City’s registered professional engineers, to prepare plans and specifications for the project, a cost estimate for the project, an estimate of the life of the project, description of the proposed special assessment district, the number of installments in which assessments may be paid and other pertinent information that will permit the City Council to determine the estimated costs, extent and necessity of the project, including the portions to be paid by special assessments upon the properties that are specially benefited by the project and the portion, if any, to be paid by the City. Such information once prepared by OHM shall be filed with the City Clerk, along with the City Manager’s recommendations with respect to the project.

2. No contract or expenditure, except for the cost of preparing the necessary profiles, plans, designs, specifications and estimates of costs described above, shall be made for the project, nor shall any improvements be commenced until the City Council affirms the special assessment roll to defray the costs of the project.

AYES:

NAYES:

ABSENT:

ABSTENTIONS:

STATE OF MICHIGAN )  
 ) ss  
COUNTY OF OAKLAND )

I, Laura Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 2<sup>nd</sup> day of December, 2024, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Laura Pierce  
City Clerk

## **CITY OF AUBURN HILLS**

### **RESOLUTION DECLARING TENTATIVE NECESSITY AND TENTATIVE INTENT TO PROCEED WITH PROJECT AND SETTING PUBLIC HEARING (RESOLUTION NO. 2)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 6<sup>th</sup> day of January, 2025, the following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

WHEREAS, the City is considering the construction of the proposed improvement described below and the establishment of a special assessment district to defray a portion of the cost of such improvement by special assessment against the benefitted properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to Innovation Drive; and

WHEREAS, plans, specifications and cost estimates have been prepared by the City’s engineers, OHM, and have been submitted to the City and filed with the City Clerk, for construction of the project and the City is tentatively considering the establishment of a special assessment district to finance and defray a portion of the costs of the project and the City Manager has recommended that the City Council proceed with the project; and

WHEREAS, the project is designed and intended to specially benefit all of the properties in the proposed special assessment district by repairing and improving Innovation Drive, thereby allowing said property owners better and safer access and travel on said road, preserving property values and protecting said property owners’ and their invitees’ and customers’ vehicles, among other things.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council tentatively determines that the project is necessary and that it tentatively intends to proceed with the project and to establish the special assessment district to defray a portion of the costs of the project.

2. The City’s engineers, OHM, who are registered professional engineers, have prepared plans describing the project and a preliminary estimate of the cost of the project in the amount of \$1,487,000 has now been determined, of which \$1,487,000 amount it is estimated that approximately \$743,500 will be defrayed by special assessments against the properties in the special assessment district. Such plans and cost estimates have been filed with the City Clerk and the City Manager recommends proceeding with the project.

3. The City Council tentatively designates all of the properties on the list attached to this Resolution as the special assessment district against which a portion of the costs of the project is to be assessed and which will be identified as Special Assessment District No. 12 (the “district”).

4. The City Clerk shall give notice that the City Council shall conduct a public hearing on January 20, 2025 at 7:00 p.m. in the City Hall at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, for the purpose of hearing statements and objections to the project and to the tentatively established district. Notice of the public hearing shall be published twice in a newspaper published

- (a) The date, time and place of the public hearing;
- (b) A statement that the report, plan and estimate and the City Manager's recommendation is on file with the City Clerk for public examination.
- (c) A statement that appearance and protest at the hearing is required in order to appeal the matters to be considered at the hearing to the Michigan Tax Tribunal and that an owner and/or party in interest, or their agent, may appear in person at the hearing to protest, or they may appear by filing their appearance or protest by letter, which shall then not require their personal appearance provided that said letter is received by the City Clerk prior to and/or at the January 20, 2025 hearing.

[illegible]

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_ day of \_\_\_\_\_, 2025.

Laura Pierce  
City Clerk

City of Auburn Hills  
County of Oakland

Property Address	Parcel Number	Owner/Name/1	Mailing Address	City	State	Zip	Legal Description	Assessment
2500 Innovation Dr	02-14-23-127-017	Joy Safety Systems	2500 Takara Dr	Auburn Hills	MI	48326	TEN, RUE, SEC 23 PART OF NW 1/4 BEG AT FT DIST N 86-55-00 W 952-60 FT & N 34-35-00 W 1101-49 FT & N 01-26-00 E 398-50 FT FROM CEN OF SEC, TH N 01-26-00 E 395 FT, TH S 88-34-00 E 510 FT, TH S 01-26-00 W 395 FT, TH N 88-34-00 W 510 FT TO BEG, ALSO BEG AT PT DIST N 86-55-00 W 952-60 FT & N 34-35-00 W 1101-49 FT & N 01-26-00 E 398-50 FT & S 88-34-00 E 510 FT FROM CEN OF SEC, N 01-26-00 E 385 FT, N 86-25-53 E 683 FT TO WLY F/W LINE OF 1-75 EXPRY, TH S 08-42-48 E 316-90 FT, TH S 08-12-30 E 85-60 FT TO NLY W/LINE OF KOPPY BUD, TH ALG CURVE TO LEFT, RAD 80 FT, CHORD BEARS N 89-19-05 W 146-63 FT TO DIST OF 186.19 FT, TH ALG CURVE TO RIGHT, RAD 60 FT, CHORD BEARS S 58-32-44 W 68-03 FT, DIST OF 72.33 FT, TH N 86-55-00 W 249-24 FT, TH ALG CURVE TO LEFT, RAD 235 FT, CHORD BEARS S 84-04-24 W 73-61 FT, DIST OF 73-61 FT, TH ALG CURVE TO RIGHT, RAD 175 FT, CHORD BEARS S 83-14-54 W 49-83 FT, DIST OF 50 FT, TH N 88-34-00 W 175-08 FT TO BEG 111-0 A 69-10 R 006 & 013	1
2500 Innovation Drive	02-14-23-176-012	BO & KR Hub R Group LLC	3841 Rosaglen Ct	Troy	MI	48064-2691	TEN, RUE, SEC 23 PART OF NW 1/4 BEG AT FT DIST N 86-55-00 W 952-60 FT & N 34-35-00 W 1101-49 FT & N 01-26-00 E 173-58 FT FROM CEN OF SEC, TH N 01-26-00 E 154-92 FT, TH S 88-34-00 E 685-08 FT, TH ALG CURVE TO LEFT, RAD 245 FT, CHORD BEARS N 83-14-54 E 69-76 FT, DIST OF 70 FT, TH ALG CURVE TO RIGHT, RAD 165 FT, CHORD BEARS N 84-04-24 E 51-68 FT, TH S 86-55-00 E 380 FT, TH ALG CURVE TO LEFT, RAD 90 FT, CHORD BEARS N 49-39-07 E 110 FT, DIST OF 122.28 FT, TH S 08-12-30 E 316-52 FT, TH N 86-55-00 W 755-70 FT, TH N 73-15-48 W 212-31 FT, TH N 88-34-00 W 360 FT TO BEG 6.10 AB 29-97 R 005 & 006	1

Total Parcels Assessed

2

\$

### Certification of Assessor

I, William Griffin, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the Resolution of City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, followed the Assessor's best judgment, conformed in all respects with the directions contained in the Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

Signed \_\_\_\_\_

Date \_\_\_\_\_

*I hereby certify that on \_\_\_\_\_, 2025 the City Council of the City of Auburn Hills did confirm the attached special assessment roll.*





January 7, 2025

JOYSON SAFETY SYSTEMS ACQ LLC  
2500 INNOVATION DR  
AUBURN HILLS, MI 48326

Re: Special Assessment District Assignment - Parcel ID 02-14-23-127-017

Dear Sir/Madam,

On January 6, 2025, the Auburn Hills City Council approved Resolution No. 2, declaring tentative necessity and tentative intent to proceed with the proposed Special Assessment District (SAD) No. 12 regarding the repair of and improvements to Innovation Drive. A **Public Hearing** has been set on **January 20, 2025 at 7:00 p.m., in City Hall at 1827 N. Squirrel Road, Auburn Hills, MI 48326**, for the purpose of hearing statements and objections to the proposed SAD road improvement project.

If you choose to appeal the SAD, your appearance and protest at the hearing is **required** in order to appeal the matters to be considered at the hearing to the Michigan Tax Tribunal. An owner and/or party in interest or their agent, may appear in person at the hearing to protest. It is acceptable to file your appearance or protest by letter provided that said letter is received by the City Clerk prior to and/or at the January 20, 2025 public hearing.

A copy of Resolution No. 2, certified by the City Clerk, is enclosed for your review and file. Also, on file in the City Clerk's office, is the report, plan, and estimate with the City Manager's recommendation, and is available for public examination.

Please feel free to contact me if you have any questions.

Sincerely,

Jason Hefner  
Manager of Fleet & Roads  
Department of Public Works

City of Auburn Hills – Department of Public Works  
1500 Brown Road – Auburn Hills MI – 48326  
(P) 248-391-3777 (E) [dpw@auburnhills.org](mailto:dpw@auburnhills.org)

**CITY OF AUBURN HILLS**  
**RESOLUTION DECLARING NECESSITY AND TO PROCEED WITH PROJECT AND TO**  
**DEFRAY A PORTION OF THE COSTS OF THE PROJECT BY SPECIAL ASSESSMENTS**  
**UPON SPECIALLY BENEFITED PROPERTIES (RESOLUTION NO. 3)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 20<sup>th</sup> day of January 2025, the following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

WHEREAS, the City has considered construction of the proposed improvement described below (the Project) and has further requested the establishment of a special assessment district to finance and defray a portion of the costs of the project; and

WHEREAS, the proposed improvement (the Project) is the repair of and improvements to Innovation Drive; and

WHEREAS, the Project is designed and intended to specially benefit the properties identified in the special assessment district (the District) attached to this Resolution; and

WHEREAS, after an initial consideration, the City Council on January 6, 2025, adopted its Resolution No. 2 declaring its tentative intent to proceed with the Project and with the establishment of the District; and

WHEREAS, plans for the Project, and an estimate of the costs of the project in the amount of \$1,487,000, of which amount it is estimated that approximately \$743,500 will be defrayed by special assessments against the properties in the special assessment district, have been prepared and notice of public hearing has been duly given, according to law, to the owners of property in the District to inform them of their opportunity to present comments and objections to the Project and to the District; and

WHEREAS, the hearing was duly conducted and held on January 20, 2025, consistent with the notice, following which the City Council determined to proceed with the project and the establishment of the district.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council determines that the Project is necessary.
2. The City shall proceed with the Project.
3. The plans and specifications prepared for the Project and the cost estimate for the Project in the amount of \$1,487,000 presented at the hearing are approved.
4. The District shall consist of the properties identified in the special assessment district attached to this Resolution and against which 50% of the cost of the project shall be assessed.
5. The District shall be designated and known as the Innovation Drive Road Improvement Special Assessment District, Special Assessment District No. 12.
6. The duration of the District's existence shall be ten (10) years, and unless paid in cash earlier with respect to a particular property, the special assessment shall be paid in ten (10) annual installments at the rate of five percent (5%) interest to be charged on said installments, with the date

of the first assessment installment to be determined and set forth in the City Council’s Resolution confirming the special assessment roll.

7. The City Assessor shall prepare a special assessment roll that includes all lots and parcels of land within the District with the names of the respective record owners of each property, if known, and shall also include the total amount to be assessed against each property. The amount to be assessed against each property shall be based upon the proportionate amount of special benefit to be received by each property from the Project. The amount spread in each case shall be based upon the detailed estimate of costs as approved by the City Council.

8. When the Assessor completes the assessment roll, the Assessor shall file it with the City Clerk for presentation to the City Council, along with the Assessor’s certification that the roll has been prepared by the Assessor pursuant to the January 20, 2025, Resolution of the City Council and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor’s best judgment, conformed in all respects with the directions contained in the January 20, 2025, Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

9. The City Manager is directed to obtain firm bids from companies and/or other entities who are interested in performing the work necessary to complete the project.

AYES:  
NAYES:  
ABSENT:  
ABSTENTIONS:

STATE OF MICHIGAN )  
 )ss  
COUNTY OF OAKLAND )

I, Laura Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 20<sup>th</sup> day of January, 2025, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Laura Pierce  
City Clerk

Property Address	Parcel Number	OwnerName1	Mailing Address	City	State	Zip	LegalDescription	Benefit	Assessment
2500 Innovation Dr	02-14-23-127-017	Joyson Safety Systems	2500 Takata Dr	Auburn Hills	MI	48326	T3N, R10E, SEC 23 PART OF NW 1/4 BEG AT PT DIST N 86-55-00 W 952.60 FT & N 34-35-00 W 1101.49 FT & N 01-26-00 E 398.50 FT FROM CEN OF SEC, TH N 01-26-00 E 395 FT, TH S 88-34-00 E 510 FT, TH S 01-26-00 W 395 FT, TH N 88-34-00 W 510 FT TO BEG, ALSO BEG AT PT DIST N 86-55-00 W 952.60 FT & N 34-35-00 W 1101.49 FT & N 01-26-00 E 398.50 FT & S 88-34-00 E 510 FT FROM CEN OF SEC, N 01-26-00 E 385 FT, N 86-25-53 E 683 FT TO WLY R/W LINE OF 1-75 EXPRY, TH S 08-42-48 E 316.90 FT, TH S 08-12-30 E 85.60 FT TO NLY R/W LINE OF KOPPY BLVD, TH ALG CURVE TO LEFT, RAD 80 FT, CHORD BEARS N 89-19-06 W 146.92 FT, DIST OF 186.19 FT, TH ALG CURVE TO RIGHT, RAD 60 FT, CHORD BEARS S 58-32-44 W 68.03 FT, DIST OF 72.33 FT, TH N 86-55-00 W 249.24 FT, TH ALG CURVE TO LEFT, RAD 235 FT, CHORD BEARS S 84-04-24 W 73.61 FT, DIST OF 73.61 FT, TH ALG CURVE TO RIGHT, RAD 175 FT, CHORD BEARS S 83-14-54 W 49.83 FT, DIST OF 50 FT, TH N 88-34-00 W 175.06 FT TO BEG 11.10 A 6-3-10 FR 006 & 013	1	
2550 Innovation Drive	02-14-23-176-012	BO & KR Hub RE Group LLC	3841 Roseglen Ct	Troy	MI	48084-2691	T3N, R10E, SEC 23 PART OF NW 1/4 BEG AT PT DIST N 86-55-00 W 952.60 FT & N 34-35-00 W 1101.49 FT & N 01-26-00 E 173.58 FT FROM CEN OF SEC, TH N 01-26-00 E 154.92 FT, TH S 88-34-00 E 685.06 FT, TH ALG CURVE TO LEFT, RAD 245 FT, CHORD BEARS N 83-14-54 E 69.76 FT, DIST OF 70 FT, TH ALG CURVE TO RIGHT, RAD 165 FT, CHORD BEARS N 84-04-24 E 51.68 FT, DIST OF 51.89 FT, TH S 86-55-00 E 380 FT, TH ALG CURVE TO LEFT, RAD 80 FT, CHORD BEARS N 49-39-07 E 110 FT, DIST OF 121.28 FT, TH S 08-12-30 E 316.52 FT, TH N 86-55-00 W 755.70 FT, TH N 73-15-48 W 212.31 FT, TH N 88-34-00 W 360 FT TO BEG 6.10 A8-29-97 FR 005 & 006	1	

Total Parcels Assessed2

Grand Total\$-

Certification of Assessor

I, William Griffin, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the \_\_\_\_\_, 2025, Resoution of City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor's best judgment, conformed in all respects with the directions contained in the \_\_\_\_\_, 2025 Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

Signed \_\_\_\_\_

Date \_\_\_\_\_

I hereby certify that on \_\_\_\_\_, 2025 the City Council of the City of Auburn Hills did confirm the attached special assessment roll.

## Chapter 58 - SPECIAL ASSESSMENTS

*Footnotes:*

--- (1) ---

**Cross reference**— *Administration, ch. 2; streets, sidewalks and other public places, ch. 62.***State Law reference**— *Notices and hearings, MCL 211.741 et seq., MSA 5.3534(1) et seq.; deferment for older persons, MCL 211.761 et seq., MSA 5.3536(1) et seq.; powers re special assessments, MCL 117.4a, 117.4b, 117.4d, 117.5, MSA 5.2074, 5.2075, 5.2077, 5.2084.***Editor's note**— *Ord. No. 641, adopted May 17, 1999, amended ch. 58 in its entirety to read as herein set out. Prior to inclusion of said ordinance, ch. 58 pertained to similar subject matter. See the Code Comparative Table.*

## Sec. 58-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates as different meaning:

*Cost* means and includes the expense of survey, spreading of roll, notice, advertising, printing, condemnation, cost and necessary expenses incurred for engineering, financial, legal and administrative services involved in the making and financing of the improvement of the levying and collecting of the special assessments therefor, rights-of-way and all other costs and expenses incident to the making of the improvement, the special assessments therefor and the financing thereof. Where any such service is rendered by city employees, the city may include the fair and reasonable cost of rendering the service.

*Improvement* means any public improvement, any part of the cost of which is to be assessed against one or more lots or parcels of land to be especially benefitted thereby, in proportion to the benefit to be derived therefrom.

*Local roads* shall mean subdivision streets and similar streets of limited continuity used primarily for access to abutting properties. This term shall not include expressways, major thoroughfares or secondary thoroughfares as defined in the Future Land Use Plan of the city, either as existing or proposed.

*Water or sewer improvement* means lateral sewers and distribution, water mains intended primarily to serve properties abutting the improvement and specifically benefiting therefrom.

(Ord. No. 641, 5-17-99)

## Sec. 58-2. - Power.

The city council shall have the power to assess and reassess the cost, or any portion thereof, of any public improvement to a special district as provided in the Charter of the city and the laws of the state in accordance with the procedures established by this chapter, provided, however, that no more than 50 percent of the cost of local road construction or improvement shall be borne by the city at large.

(Ord. No. 641, 5-17-99; Ord. No. 16-876, § 1, 5-9-16)

## Sec. 58-3. - Determination.

The city council shall have power to determine, by resolution, that the whole or any part of the expense of any improvement shall be defrayed by special assessment upon the property especially benefitted in proportion to the benefits derived or to be derived, but such determination shall not be made until the preliminary proceedings provided for in this chapter shall have been completed.

(Ord. No. 641, 5-17-99)

Sec. 58-4. - Petition for improvement.

The city council, in order to ascertain whether or not a reasonable number of property owners to be assessed desire any particular improvement to be made may request and receive a petition therefor, or may receive a petition voluntarily presented; but in either event, such petition shall be advisory only and shall not be jurisdictional.

(Ord. No. 641, 5-17-99)

Sec. 58-5. - Report of city manager.

Before determining to make any improvement, any part of the cost of which is to be defrayed by special assessment, the city council shall require the city manager to obtain, prepare or cause to be prepared plans and specifications therefor and an estimate of the cost thereof, and to file the same with the city clerk, together with his recommendation as to what proportion of the cost should be paid by special assessment and what part, if any, should be a general obligation of the city, the number of installments in which assessments may be paid and the lands which should be included in the special assessment district.

(Ord. No. 641, 5-17-99)

Sec. 58-6. - Public hearing.

- (a) After the filing of the project plans and specifications and the city manager's recommendation, a public hearing shall be held before the city council at a time and place to be fixed by resolution, which public hearing shall be held not less than ten days after notice of the time and place of the public hearing has been published in a newspaper of general circulation by the city clerk (publication to be twice, the first publication to be at least ten days before the hearing). In addition, notice of the public hearing shall be given by the city clerk to each owner of or party in interest in property to be assessed whose name appears upon the last local tax assessment record by mailing such notice by first-class mail addressed to such owner or party at the address shown on the tax records at least ten days before the date of the hearing. The last "local tax assessment record" shall mean the last assessment roll for ad valorem tax purposes which has been reviewed by the local board of review which is supplemented by any subsequent changes and the names or addresses of such owners or parties listed thereon.
- (b) Both the notice of hearing to be published and the notice of hearing to be mailed by first-class mail shall include the following:
  - (1) The date, time and place of the public hearing.
  - (2) A statement that the report plan estimate and city manager's recommendation is on file with the city clerk for public examination.
  - (3) A statement that appearance and protest at the hearing is required in order to appeal the amount of special assessment to the state tax tribunal.
- (c) At the time and place specified in the notice of hearing, the city council shall meet and hear any person to be affected by the proposed public improvement. The owner or party in interest or his agent may appear in person at the hearing to protest the special assessment, or he shall be permitted to file his protest by letter and his personal appearance shall not be required. The hearing may be adjourned from time-to-time by order of the city council.

- (d) The city council shall maintain a record of parties who appear to protest at the hearing. If the hearing is terminated, the party is heard, he shall be considered to have protested.

(Ord. No. 641, 5-17-99)

Sec. 58-7. - Council determination of necessity.

After completion of the hearing, the city council may, by resolution, determine to make the improvement and to defray the whole or any part of the cost of the improvement by special assessment upon the property especially benefitted, in proportion to the benefits thereto. By resolution, the commission shall approve the plans and specifications for the improvement and determine the estimated cost thereof; determine what proportion of the estimated cost shall be paid by special assessment upon the property especially benefitted, and what part, if any, shall be the obligation of the city at large; determine the number of installments, if any, not to exceed 20 annual installments, in which the special assessment shall be paid and the date of payment for the first installment; determine the rate of interest to be charged on the installments, which interest shall be as adopted by resolution of the city council; and subject to any applicable charter provisions, with said rate of interest not to exceed the rate authorized by law; designate the district or the land and premises upon which special assessments shall be levied; direct the city assessor to prepare a special assessment roll in accordance with the city council's determination; and designate the name by which the assessment roll shall be known and referred to. By such resolution, the city council may also direct the city manager to obtain firm bids when such work is to be performed under contract.

(Ord. No. 641, 5-17-99)

Sec. 58-8. - Preparation of roll.

The city assessor shall thereupon prepare a special assessment roll, including all lots and parcels of land within the special assessment district designated by the city council, and shall assess to each lot or parcel of land such relative portion of the whole sum to be levied against all the lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district. There shall also be entered upon such roll the amount, if any, which has been assessed to the city at large.

(Ord. No. 641, 5-17-99)

Sec. 58-9. - Assessor's certificate.

When the city assessor shall have completed such assessment roll, he shall attach thereto, or endorse thereon, his certificate to the effect that the roll has been made by him pursuant to a resolution of the city council (giving date of adoption of same), and that in making the assessments therein, he has, as near as may be, according to his best judgment, conformed in all respects to the directions contained in such resolution and the city Charter and the provisions in this chapter. Thereupon, he shall file the special assessment roll with the city clerk who shall present the same to the city council.

(Ord. No. 641, 5-17-99)

Sec. 58-10. - Notice of hearing.

- (a) Upon receipt of such special assessment roll, the city council shall order it filed in the office of the city clerk for public examination, shall fix by resolution the time and place when the city council will hold a public hearing to review such roll, which public hearing shall be held not less than ten days after notice of the time and place thereof has been published in a newspaper of general circulation by the city clerk (publication to be twice, the first publication to be at least ten days before the hearing). In addition, notice of the public hearing shall be

given by the city clerk to each owner of or property in interest in the property to be assessed whose name appears upon the last local tax assessment records, by mailing such notice by first-class mail addressed to such owner or party at the address shown on the tax records at least ten days before the date of such hearing. The last local tax assessment records shall mean the last assessment roll for ad valorem tax purposes which has been reviewed by the local board of review, as supplemented by any subsequent changes in the names or the addresses of such owners or parties listed thereon.

- (b) Both the notice of hearing to be published and the notice of hearing to be mailed by first-class mail shall include the following:
  - (1) The date, time and place of the public hearing.
  - (2) A statement that appearance and protest at the hearing is required in order to appeal the amount of special assessment to the state tax tribunal, and that if the special assessment is protested properly, the owner or any party having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal or other court of competent jurisdiction within 30 days after confirmation of the assessment roll.
  - (3) A statement that the special assessment roll is on file for public inspection with the city clerk, and that any person deeming himself aggrieved by the special assessment roll may file his objections hereto in writing with the city clerk at or prior to the time of the hearing, in which case appearance in person is not required.
- (c) Any failure to give notice as required in this chapter shall not invalidate an entire assessment roll, but only the assessment on property affected by the lack of notice. In no case shall any special assessment be deemed invalid as to any property if the owner of or party in interest therefor has actually receive notice, has waived notice or has paid any part of the assessment. If any assessment is declared void by court decree or judgment, a reassessment against the property may be made.

(Ord. No. 641, 5-17-99)

#### Sec. 58-11. - Objections to roll.

Any person deeming himself aggrieved by the special assessment roll may file his objections and protest thereto in writing with the city clerk at or prior to the time of hearing, which written objections shall specify in what respect he deems himself aggrieved, and if said objections are timely and properly filed, the objecting person's appearance in person is not required at the hearing.

(Ord. No. 641, 5-17-99)

#### Sec. 58-12. - Hearing; review; confirmation; statement.

The city council shall meet and review the special assessment roll at the time and place appointed, or at an adjourned date therefor, and shall consider any written objections thereto. The city council may correct the roll as to any assessment or description of any lot or parcel of land, or other error appearing therein. Any changes made in such roll shall be noted in the city council minutes. After such hearing and review, the city council may confirm such special assessment roll or may refer it back to the city assessor for revision or may annul it and any proceedings in connection therewith.

(Ord. No. 641, 5-17-99)

#### Sec. 58-13. - Final in confirmation.



Such roll shall, upon confirmation, be final and conclusive.

(Ord. No. 641, 5-17-99)

Sec. 58-14. - Deferred payment.

The city council, at a date no later than confirmation of the roll, may provide for the deferred payment of special assessments from persons who, in the opinion of the treasurer and assessor, by reason of poverty are unable to contribute towards the cost there. In all such cases, as a condition to the granting of such deferred payments, the city shall require mortgage security on the real property of the beneficiary, payable upon his death.

(Ord. No. 641, 5-17-99)

Sec. 58-15. - Installments; lien.

All special assessments contained in any special assessment roll, including any part thereof deferred as to payment, shall, from the date of confirmation of such roll, constitute a lien upon the respective lots or parcels of land assessed and until paid shall be a charge against the respective owners of the several lots and parcels of land and a debt to the city from the persons to whom they are assessed. Such lien shall be of the same character and effect as the lien created by the city Charter for city taxes and shall include accrued interest and penalties. No judgment of decree, nor any act of the city council vacating a special assessment, shall destroy or impair the lien of the city upon the premises assessed for such amount of the assessment as may be equitably charged against the same, or as by a regular mode of proceeding might be lawfully assessed thereon. All special assessments shall become due upon confirmation of the special assessment roll or in annual installments in number as the council may determine at the time of confirmation, and if in annual installments, the council shall determine the first installment to be due upon confirmation or on the following July 1, with subsequent installments being due on July 1 of succeeding years, or the city council may, at its sole discretion, establish by resolution any other installment payment due dates that it deems appropriate.

(Ord. No. 641, 5-17-99)

Sec. 58-16. - Collection of assessments.

The assessment roll shall be transmitted by the clerk to the treasurer for collection immediately after its confirmation, and the city clerk shall attach to the roll a certification reading, substantially as follows:

I hereby certify that on \_\_\_\_\_ the City Council of the City of Auburn Hills did confirm the attached special assessment roll.

/s/ \_\_\_\_\_  
City Clerk

The treasurer shall mail statements of the several assessments to the respective owners or parties in interest as indicated on the last local tax assessment records of the several lots and parcels of land assessed, stating the amount of the assessment and the manner in which it may be paid; provided, however, that failure to mail any such statement shall not invalidate the assessment or entitle the owner to an extension of time within which to pay the assessment. The notice of special assessment that is mailed pursuant to this section shall contain a

statement that the owner or any person having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal within 30 days after confirmation of the special assessment roll if that special assessment was protested at the hearing held for the purpose of confirming the roll.

(Ord. No. 641, 5-17-99)

Sec. 58-17. - Early payment.

The council may determine that the whole or any part of any such assessment may be paid during a determined period after the date of confirmation of the special assessment roll without interest or penalty.

(Ord. No. 641, 5-17-99)

Sec. 58-18. - Spreading installments.

Except as otherwise provided by resolution of the city council, the first installment shall be spread upon the next city tax roll in a column headed "Special Assessments," together with interest upon all unpaid installments from the date of the confirmation of the roll to the first day of July of the year in which such tax roll is made or such other date as established by resolution of the city council; provided that any fraction of a month shall be considered as a full month. Thereafter, one installment shall be spread upon each annual tax roll, together with one year's interest upon all unpaid installments; provided that when any annual installment shall have been prepaid as hereinafter provided, then there shall be spread upon the tax roll for such year only the interest upon all unpaid installments.

(Ord. No. 641, 5-17-99)

Sec. 58-19. - Collection of installments.

After each installment has been placed on the tax rolls, the same shall be collected by the treasurer, with the same rights and remedies and the same penalties, interest and other fees as provided in the Charter and by other applicable law for the collection of taxes.

(Ord. No. 641, 5-17-99)

Sec. 58-20. - Advance payment of installments.

After the expiration of the period provided for in section 58-17, any installment which has not been spread upon the tax rolls may be discharged by paying the face amount thereof, plus the interest thereon to date of payment. Any person desiring to pay such installment in advance shall first secure the proper statement from the assessor to permit the treasurer to compute the amount to be paid. The treasurer shall report to the assessor all advance payments on installments so that the assessor shall have such information before spreading installments on the next city tax roll.

(Ord. No. 641, 5-17-99)

Sec. 58-21. - Determination of actual cost of improvement.

Upon completion of the improvement and the payment of the cost thereof, the city manager shall certify to the council the total cost of said improvement, together with the amount of the original roll for said improvement.

(Ord. No. 641, 5-17-99)

**Sec. 58-22. - Deficiency assessments.**

Should the assessments in any special assessment roll, including the amount assessed to the city at large, prove insufficient for any reason to pay the cost of the improvement for which it was levied and the expenses incidental thereto, or to pay the principal and interest of bonds or other obligations issued therefor, then the council may make additional assessments against the city and the several lots and parcels of land in the same ratio as the original assessments to supply the deficiency, but the total amount assessed against any lot or parcel of land shall not exceed the value of the benefits received from the improvement or obligation.

(Ord. No. 641, 5-17-99)

**Sec. 58-23. - Excessive assessments.**

The excess by which any special assessment proves larger than the actual cost of the improvement or obligation and expenses incidental thereto may be placed in the general fund of the city if such excess is five percent or less of the assessment, but should the assessment prove larger than necessary by more than five percent, the entire excess shall be refunded on a pro rata basis to the then owners of the property assessed. No excess of less than \$5.00 shall be refunded, in any event. Such refund shall be made by credit against future unpaid installments in the inverse order in which they are payable, to the extent such installments then exist, and the balance of such refund shall be in cash. No refunds may be made which contravene the provisions of any outstanding evidence of indebtedness secured in whole or part by such special assessment.

(Ord. No. 641, 5-17-99)

**Sec. 58-24. - Reassessments.**

Whenever any special assessment shall, in the opinion of the city council, be invalid by reason of irregularity or informality in the proceedings, or if any court of competent jurisdiction shall adjudge such assessment to be illegal, the council shall, whether the improvement has been made or not, or whether any part of the assessment has been paid or not, have power to cause a new assessment to be made for the same purpose for which the former assessment was made. All proceedings on such reassessment and for the collection thereof shall be conducted in the same manner as provided for the original assessment, except respecting the correction of the procedures for the purpose of making the proceedings legal; and whenever the assessment, or any part thereof, levied upon any premises has been so set aside, if the same has been paid and not refunded, the payment so made shall be applied upon the reassessment, and the reassessment shall to that extent be deemed satisfied.

(Ord. No. 641, 5-17-99)

**Sec. 58-25. - Collection by suit.**

In addition to any other remedies that the city may have from any source whatsoever, and without impairing the lien therefor, any delinquent special assessment, together with interest and penalties and other applicable fees, may be collected in all action in assumpsit in the name of the city against the person assessed, in any court having jurisdiction. If any such action it shall appear that by reason of any irregularities or informalities the assessment has not been properly made against the defendant or upon the premises sought to be charged, the court may, nevertheless, on satisfactory proof that expense has been incurred by the city which is proper charge against the defendant or the premises in question, render judgment for the amount properly chargeable against such defendant or upon such premises.

(Ord. No. 641, 5-17-99)

Sec. 58-26. - Waiver of assessment.

Whenever the city council shall determine that a special assessment levied upon a single lot or parcel of land is illegal or results in no benefit to the owner or was levied in error, or if such assessment violates the policy of the city council not to assess twice the same property for the same type of improvement, then the city council shall have the power and authority to waive collection of a part of all such assessment, and the city treasurer, upon receiving notice from the city council of such waiver, shall thereafter make collection on such assessment only in accordance with the notice.

(Ord. No. 641, 5-17-99)

Sec. 58-27. - Accounts.

Except as otherwise provided for in the city Charter and/or other applicable law, monies raised by special assessment for any improvement shall be credited to a special account and shall be used to pay for the cost of the improvement for which the assessment was levied and expenses incidental thereto and to repay any money borrowed therefor.

(Ord. No. 641, 5-17-99)

Sec. 58-28. - Written contract.

If all persons or property owners to be affected by any proposed improvement agree that such proposed improvement be made and that a special assessment be levied in connection therewith, the city may, in lieu of the procedure provided for in this chapter, enter into a written contract with all the persons or property owners affected thereby, which contract, if properly approved and executed, shall operate as a complete special assessment procedure and the assessment shall be made in accordance with the contract.

(Ord. No. 641, 5-17-99)

Sec. 58-29. - Single lot.

- (a) *Report by city manager.* When any expense shall have been incurred by the city upon or in respect to any single lot or parcel of land, which expense is chargeable against such lot or parcel of land, and the owner thereof, by any city Charter provision or ordinance or the laws of the state, and is not of that class required to be prorated among several lots or parcels of land in a special assessment district, the amount of labor and material, or any other expense or service for which such expenses was incurred, with a description of the lot or parcel of land upon or in respect to which the expense was incurred, and the name of the owner, if known, shall be reported by the city manager to the city council.
- (b) *Determination of council.* After reviewing the report of the city manager, the city council may, if it so desires, determine by resolution what amount or part of each such expense shall be charged and the person, if known, against whom and the premises upon which the same shall be levied as a special assessment. By resolution, the city council shall determine the number of installments in which the assessment may be paid, determine the rate of interest to be charged on installments, designate the land and premises upon which the special assessment shall be levied, direct the city assessor to prepare a special assessment roll in accordance with the city council's determination and designate the name by which the assessment roll shall be known and referred to, and, as often as the city council shall deem expedient, require notice of the several amounts so reported and determined to be given by the city clerk, to each owner of or party in interest in the property to be

assessed whose name appears upon the last local tax assessment records, by mailing by first-class mail addressed to such owner or party at the address shown on the tax records. The "last local tax assessment records" shall mean the same as specified in sections 58-6 and 58-10.

- (c) *Preparation of roll.* The city assessor shall thereupon prepare a special assessment roll, including all lots and parcels of land within the special assessment district designated by the city council, and shall assess to each such lot or parcel of land such sums as may have been directed by the city council.
- (d) *Certificate of assessor.* When the city assessor shall have completed such assessment roll, he shall attach thereto and endorse thereon his certificate to the effect that the roll has been made by him pursuant to a resolution of the city council (giving the date of adoption of same), and that in making the assessments therein, he has, as near as may be, according to his best judgment, confirmed in all respects to the directions contained in such resolution, the city charter and the provisions of this chapter. Thereupon, he shall file the special assessment roll with the city clerk, who shall present the same to the city council.
- (e) *Resolution; notice of hearing.* Upon receipt of such special assessment roll, the city council shall order it filed in the office of the city clerk for public examination, and shall, by resolution, fix the time and place when the city council shall meet and review such roll, which meeting shall not be less than ten days after notice of the time and place thereof has been published in a newspaper of general circulation by the city clerk (publication to be twice, the first publication to be at least ten days before the hearing). In addition, notice of the public hearing shall be given by the city clerk to the owner of or party in interest in the property to be assessed whose name appears on the last local tax assessment records by mailing such notice by first-class mail addressed to each owner or property at the address shown on the tax records at least ten days before the date of the hearing. The "last local tax assessment records" shall mean the same as specified in sections 58-6 and 58-10. In addition, both the notice of hearing to be published and the notice of hearing to be mailed by first-class mail shall contain those items required in section 58-10(b).
- (f) *Objections to roll.* Any person deeming himself aggrieved by the special assessment roll may file his objections and protest thereto in writing with the city clerk at or prior to the time of hearing, which written objections shall specify in what respect he deems himself aggrieved, and if said objections are timely and properly filed, the objecting person's appearance in person is not required at the hearing.
- (g) *Review of roll.* The city council shall meet and review the special assessment roll at the time and place appointed or at an adjourned date therefor and shall consider any written objections thereto.
- (h) *Changes in roll.* The city council may correct such roll as to any assessment or description of any lot or parcel of land or other errors appearing therein. Any changes made in such roll shall be noted in the city council minutes.
- (i) *Confirmation of roll.* After such hearing, the city council shall confirm such special assessment roll, with such corrections as may have been made, and the city clerk shall endorse the date of confirmation thereon, and upon confirmation, such roll shall be final and conclusive.

(Ord. No. 641, 5-17-99)

Secs. 58-30—58-40. - Reserved.



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 20, 2025

AGENDA ITEM NO 13A

## 14. CLOSED SESSION

No Electronic Information Available

### MOTION

Move to meet in closed session to discuss possible Real Property Purchase pursuant to MCL 15.268(1)(d) of the Open Meetings Act.



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 20, 2025

AGENDA ITEM NO 13B

## 13. CLOSED SESSION

No Electronic Information Available

### MOTION

Move to meet in closed session to discuss Attorney's Opinion letter, pursuant to MCL 15.268(1)(h) of the Open Meetings Act.

## Solution to dorm vacancies? Oakland University rents rooms to community college students



**Katy Kildee, The Detroit News**

Oakland Community College student Travion Harten poses for a portrait inside his dorm room at Van Wagoner House on Tuesday, Dec. 10, 2024 on the Oakland University campus in Rochester.

By [Tribune News Service](#) | Tribune News Service

UPDATED: January 6, 2025 at 6:39 PM EST

Travion Harten was on a path to a career in the trades while attending Henry Ford High School in Detroit. But when the program wasn't working out, he decided to enroll at Oakland Community College in Auburn Hills and learned from a friend that he could even live on campus at nearby Oakland University.

Harten is now among 40 OCC students who are part of a pilot program at OU, believed to be the first university in Michigan to welcome community college students to live on campus.

Oakland University officials said it makes sense to expand its many partnerships with Oakland County and offer OCC students the chance to experience campus life that could potentially lead them to transfer to Oakland and earn a four-year degree. Offering the opportunity to Macomb Community College students is also on the horizon.

The strategy also helps OU to fill the vacancies in the residence halls, whose occupancy remains down 25% nearly five years after state universities had to send students home amid the COVID-19 pandemic in March 2020.

OU decided to take advantage of the available occupancy and create a partnership with OCC, which might be among the few in the country that offers a housing arrangement for community college students at a four-year university, said Glenn McIntosh, OU senior vice president for student affairs and chief diversity officer.

"Students will choose to go to a two-year school for various reasons, but they would like that full college experience, the campus life, student activities, student organizations, campus recreation center, sporting events at the Division 1 level, so this provides those students at OCC that opportunity to have that kind of access and experience," McIntosh said. "We think it's a win-win for both schools."

OCC students are excited about the partnership and have had a wonderful experience at OU, said Kimberly Hurns, OCC vice chancellor for student services.

"Students will choose to go to a two-year school for various reasons, but they would like that full college experience, the campus life, student activities, student organizations, campus recreation center, sporting events at the Division 1 level, so this provides those students at OCC that opportunity to have that kind of access and experience," McIntosh said. "We think it's a win-win for both schools."



OCC students are excited about the partnership and have had a wonderful experience at OU, said Kimberly Hurns, OCC vice chancellor for student services.

Now, Harten is living without a roommate in Van Wagoner House, an OU residence hall, while taking a bus to OCC for his classes in criminal justice. After he gets back to his dorm room, he studies, hangs out on the Rochester campus and spends time with his best friend since seventh grade and girlfriend, who attend OU and live in Hamlin Hall.

“I’m just blessed to be able to have the experience to live the college life while going to community college because most students don’t even get this,” Harten said.

### **How OCC pilot project was born**

The COVID-19 pandemic was a pivotal time for housing on OU’s campus.

Before the pandemic, the university had 3,000 beds in six residence halls, two apartment complexes and one off-campus cottage for students to reside on campus, said Robert King, OU’s senior director of housing. Today, the 200-bed Hill House is not being used, taking available beds down to 2,800.

During the early months of the pandemic, OU responded like many colleges did and asked residence hall students to return home. Even after putting measures in place to keep students safe in the resident halls, occupancy dropped more than 50% to 1,300 students in fall 2020.

The occupancy has been growing since — to 1,800 students in 2021, over 1,900 students in 2022 and more than 2,000 students in 2023 and now 2,235 students, including the OCC pilot class.

University officials expect the number of OCC student residents to grow.

“We are still in our recovery space, and this gives us an opportunity to connect and further enhance the community on campus by having more students,” King said.

Until winter semester 2023, OU students still had to be in compliance with COVID-related requirements to live in the residence halls, such as doing COVID testing, King said. The university still operated COVID isolation spaces and other policies that may have contributed to the residence hall occupancy decline, he said.

But after COVID, King added, “People just didn’t come back.”

Then university officials came up with the OCC idea, and King looked at a few other schools across the country as a model. OCC is already a pipeline for OU with one of the highest number of transfer students, King said. Additionally, OU is a fairly closed, safe campus, and the SMART bus system provides a direct transportation line between the university and OCC, he said.

### **Interest outpaces expectations**

At first, Oakland University considered offering space to 15-20 students. But close to 200 OCC students expressed interest.

“We got way more interest than what we were prepared for, which was great,” King said. “We had to make it manageable ... so we landed at 40.”

The expectation was that community college international students and athletes might want to live in the dorms, but the interest was spread far beyond them, OCC’s Hurns said.

"It's just been students with different needs and different desires for different experiences," said Hurns. "There is a population of community college students who may not just have the desire but could benefit from immersing themselves in a full college experience. They can focus on studying and taking classes."

Among those who landed a spot in the OU dorms is Brady Kolacz, a Cass City resident who is in his first year at OCC studying cybersecurity. He wanted to go to OCC because of the cost, the program, what he'd heard about the professors and the ability to easily transfer to Oakland University. But he said he may go into the Air Force.

"I wanted to come here and check out the vibes," said Kolacz, 19. "My mom went to college at OU, and I wanted to see her old stomping grounds."

He was initially going to rent an apartment nearby but is glad to be living on campus so he can take advantage of the library to study and the recreation center to lift weights to try to stay fit.

"I like how we don't feel like strangers to the OU community," Kolacz said. "I feel like we are welcomed. And we are able to use all their facilities."

Another OCC student living at OU is De'Jon Neely, a Detroit resident who is studying business.

"I love it," said Neely, who said he didn't want to attend college but was encouraged by his mother to go to community college.

He said he then was "blessed" to be able to live on OU's campus and enjoy the college lifestyle. Neely is taking three OCC classes in person and one online while working part-time in the evenings. It's a departure from when he lived at home with his mother, stepfather, grandmother and younger brother.

"I got my own space, and it's teaching me how to be an adult," said Neely, 18. "I don't have anyone watching over me. I don't have my mom standing over me saying, 'Get up for class.' All of this is on my own. I have to clean my space. I have to do laundry. It's teaching me how to be a man."

### **Making a cost adjustment**

Students who live in OU's residence halls pay the same rate structure, but how they are charged is different.

Oakland University students who live in the residence halls pay by the semester. Costs vary, depending on which dorm and how many people live in the room. But the average cost per semester is \$5,979, which includes a meal plan.

To make it manageable for OCC students, the university breaks down the cost for students to pay monthly. For a private room, it costs \$1,350 per month or \$5,400 per semester.

"We know our costs are expensive, but if we could break it down to a month-to-month basis and still allow some flexibility around some of our meal plans, we thought we could provide a good product for the students to consider," King said.

OU's move is smart, especially since high school graduating classes are getting smaller, said Brandy Johnson, president of the Michigan Community College Association. The number of Michigan high school students graduating in four years has declined 14% from 109,542 graduates in 2008 to 94,286 in 2023.

"Universities had built student housing capacity at levels that would serve incoming freshman classes," Johnson said. "Changing demographics means we have fewer and fewer 18-year-olds graduating high school and so the dorms that once served larger classes are no longer necessary. If universities have excess

supply of affordable housing that would otherwise go unutilized and community college students have a demand, it seems like an elegant solution to solve for both.”

Eboni Evbuomwan is studying nursing at OCC and living on OU’s campus. For her first two years of college, she was living at home with her family in Warren after moving here from Windsor, Ontario, because of her dad’s job transfer.

Evbuomwan is living in a room alone but said she is close with people living on her floor. She enjoys all the events on OU’s campus, such as carnival and karaoke night, because they allow her to socialize with her peers.

“It’s been cool to have the experience of living on a campus,” Evbuomwan said, “even if I do attend a community college.”

## Anika Noni Rose will be keynote speaker at annual OU MLK event



Rose is internationally known for voicing Tiana, Disney's first African American princess, in "The Princess and The Frog" and is a nine-time NAACP Image Award nominee. photo courtesy Oakland University

By Matthew Fahr | [mfahr@medianewsgroup.com](mailto:mfahr@medianewsgroup.com) | The Oakland Press

PUBLISHED: January 15, 2025 at 6:00 AM EST

Oakland University will host their 33rd annual Keeper of the Dream Scholarship Awards celebration on Monday, Jan. 20 from 11:30 a.m. – 1:30 p.m. in the Oakland Center Founders Ballrooms.

The event will feature Tony Award-winning actress Anika Noni Rose as the keynote speaker.

The Keeper of the Dream Award was established in January 1993 to recognize Oakland University students who have contributed to interracial understanding and goodwill.

In the past three decades, more than 150 students from a wide variety of academic majors have been awarded Keeper of the Dream scholarships totaling more than \$750,000.

The celebration honors the legacy of the late civil rights leader, Dr. Martin Luther King, Jr. and awards scholarships to students that best demonstrate exceptional leadership qualities through their involvement on campus and in the community by breaking down racial and cultural stereotypes and by promoting unity among all people to foster a campus environment rich in diversity and multiculturalism.

The event is free and open to the public.

## Some looming layoffs in Oakland County – and the jobs outlook



Despite recent layoff announcements, jobs are available in Oakland County. FILE PHOTO

By Peg McNichol | [pmcnichol@medianewsgroup.com](mailto:pmcnichol@medianewsgroup.com)

UPDATED: January 13, 2025 at 5:13 AM EST

Before the end of February at least 454 people working in Oakland County will lose their jobs.

That's according to notices filed with the state by three companies that sent Worker Adjustment and Retraining Notification (WARN) notifications last month. The WARN Act requires employers planning mass layoffs to give workers a 60-day notice.

"Not every employer has to file WARN letters – there are a couple different criteria and smaller companies don't always have to file these letters," said Jennifer Llewellyn, Oakland County's manager for workforce development and the county's Michigan Works! Offices.

The 454 people facing job losses are at:

- Webasto Roof Systems at 2700 Product Drive in Rochester Hills. The plant will close and 244 employees will be let go on Feb. 21 through July. Webasto makes flexible soft- and hard-top roof systems for vehicles. The company's announcement said the 50-year-old Rochester Hills plant is closing because it would cost too much to modernize it.
- Samsung SDI America EV plants at 4121 North Atlantic Blvd. and 50 Continental Drive, both in Auburn Hills will lay off 179 people between Feb. 24 and Feb. 28. When Samsung asked Auburn Hills officials for a 5-year, 50% tax break worth more than \$140,000 in 2019. At that time, company officials promised they would lease the Continental Drive building for 10 years and the deal would lead to 400 new jobs.
- Hyzone Motors USA Inc., 1208 E. Maple Road in Troy, where 32 people will lose their jobs over two weeks starting Feb. 18. The company makes hydrogen fuel cells and announced the layoffs this past December, citing an "inability to raise funding and the future uncertainty relating to the availability of government subsidies."

Last year 11 WARN notices affected Oakland County businesses, totaling 1,173 workers. In 2023, the state received 10 WARN notices were filed affecting 1,903 Oakland County workers, which includes 945 GM workers in Lake Orion, part of the planned shutdown and retooling for electric vehicles. The 945 GM employees represent about 50% of the total for the entire year and many of those workers were reassigned.

Last year's complete unemployment figures for the county won't be released until next month. As of November, it was 3.9%, up just over 1% from November 2023. In 2023, the state's unemployment rate was under 4%, a 20-year low.

The unemployment rate in Oakland County in November was 3.9%, up slightly from 3.8% in October and up by 1.2 pts year-over-year from November 2023 when the rate was 2.7% All those figures remain below the overall metro Detroit total, 5.1% in November.

The WARN Act exists to give employees time to prepare for a job loss by updating their resumes and either finding a new job or learning a new skill to enter a related or different field of work.

"This addresses the ebbs and lows of workforce development," she said. "Layoffs happen when companies shift priorities or lose accounts or face difficult times for other reasons."

Her office works with state and regional officials to attract new businesses and help unemployed workers quickly find new jobs utilizing their skills in fields that have opportunities.

"The exciting part is helping people either find new jobs or getting them retrained," Llewellyn said. "We also support refreshing that resume and boosting their interview skills."

Oakland County's economy is growing in four main sectors, she said:

- Advanced manufacturing: Robotics, automation, aerospace, 3D printing and support for the electric-vehicle industry and battery production.

"There's so much research and development talent in the county as well as engineers and production professionals," she said.

- Construction: From General Motors' Orion plant renovations to new homes being built, infused by federal infrastructure money. "We need skilled construction workers, engineers, plumbers and electricians," she said.

- Technology: Cybersecurity, intelligence software development and more. "Everyone has a smart phone, so when I say 'technology,' that's not necessarily an industry. It's technology across the board for all areas – advanced manufacturing, construction, government, education, health care, all industries," Llewellyn said.

- Health care and health science.

"It's not that we don't support industries outside those four quadrants," she said. "It's where we're spending time and investing money. We support other industries and occupations. Transportation is another area that is an across-the-board opportunity, for example. But we're prioritizing four areas where we see demand and growth."

Because the business climate is fluid and depends on lots of factors, Llewellyn can't cite a specific number of jobs the county will see added in 2025.

"We get regional projections and are always gathering workforce intelligence," she said. "We look at the state's 50 'hot jobs' outlook, and University of Michigan projections. We're constantly looking at jobs data but the most important thing we do is working with employers that have jobs open now."

She said that's how the county tailors retraining programs via Michigan Works!.

"We don't use the train-and-pray model, hoping people will find jobs with the new skills they obtain," she said. "I want them to make a smooth transition, so they get retained and have five companies willing to hire them."

People looking for new jobs don't have to wait until a layoff starts and they are competing with others for openings, she said.

She cites research that shows Oakland County produces more than 20% of the entire state's gross domestic product. It's the reason she and others say Oakland County is Michigan's economic driver.

"Despite that, we still have residents working two and three jobs to make ends meet. These are the folks who need retraining along with those being laid off," she said. "We have many people doing extremely well in the county, but we never lose sight of the ones who need more opportunity."

That is why the county applied for workforce grants recently announced by Pontiac. The city is using \$800,000 in American Rescue Plan Act money for the grants.

"If we get this grant, the money will support an initiative to expand the summer internship program we have for 16-to-24-year-olds. We place them in jobs and pay their wages," she said, adding that it's a way for young people to explore career paths that doesn't add to a businesses' daily cost.

The county has a partnership with Oakland Community College to offer healthcare courses for such career tracks as sterile processing technician, certified nurse aide and patient care technician. These jobs pay \$15 an hour or more, she said, and "are a great pathway for getting more medical certifications if they feel further inspired to earn an associate or bachelor's degree."

The county's Michigan Works! office also offers virtual career workshops so people can determine which field to pursue.

"And we help people fill out FAFSA forms for college tuition and financial fitness classes – what to do with your 401k if you get laid off, for example," she said.

She said anyone facing a layoff should take advantage of the early notice and contact Michigan Works!.

"Don't wait until you're two weeks away from losing your unemployment check," she said. "Take time now to get help getting your resume online, building a network and starting your job search. We have coaches who can help navigate all that with them."

Companies considering expanding or even hiring one or two new employees can contact the county to see if the roles will work as apprenticeships, she said. The county can also help businesses with employee-retention efforts, she said.

There are still many job opportunities in the county – and retraining for people affected by a layoff. Learn more by contacting the county's Michigan Works! office online at <https://www.oakgov.com/business/business-development/workforce-development> or call (248) 858-5520. People can get in-person or virtual appointments.