



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	Planning Commission	7:00 PM	CANCELLED
9	Zoning Board of Appeals	7:00 PM	CANCELLED
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.



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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 6, 2025

Workshop Session ♦ 5:30 PM

Admin Conference Room, 1827 N. Squirrel Road, Auburn Hills MI

Regular City Council Meeting ♦ 7:00 PM

Council Chamber, 1827 N. Squirrel Road, Auburn Hills MI

248-370-9402 ♦ www.auburnhills.org

Workshop Topic: Leaf Burning

1. MEETING CALLED TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF COUNCIL

4. APPROVAL OF MINUTES

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

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

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

5. APPOINTMENTS AND PRESENTATIONS

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

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

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

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

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. Planning Commission, December 11, 2024.

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

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

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

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.

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

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

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.

- 10. COMMENTS AND MOTIONS FROM COUNCIL**
- 11. CITY ATTORNEY REPORT**
- 12. CITY MANAGER REPORT**
- 13. CLOSED SESSION**
 - 13a. Motion – To meet in closed session for the City Manager’s Performance Review.
- 14. ADJOURNMENT**



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 4A

CITY COUNCIL



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

NOVEMBER 25, 2024

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, Verbeke

Absent: Council Member McDaniel

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Attorney Beckerleg, City Clerk Pierce, Chief of Police Gagnon, Fire Chief Massingill, Assistant Fire Chief Robinson, DPW Director Baldante, Community Development Director Cohen, Asst to Dir./Construction Coord. Lang, Director Recreation and Senior Services Adcock, Asst Dir. Recreation and Senior Services Beckett, Fieldstone Golf Club General Manager Hierlihy, Assistant to the City Manager Hagge, Engineer Driesenga

13 Guests

4. APPROVAL OF MINUTES

4a. City Council Regular Meeting Minutes, November 11, 2024.

Moved by Knight, Seconded by Hawkins.

RESOLVED: To approve the City Council Regular Meeting Minutes of November 11, 2024.

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

No: None

Resolution No. 24.11.175

Motion Carried (6 - 0)

5. APPOINTMENTS AND PRESENTATIONS

5a. Motion – To confirm the reappointment of Gail Cartwright to the Public Safety Advisory Committee.

Moved by Ferguson, Seconded by Fletcher.

RESOLVED: To confirm the reappointment of Ms. Gail Cartwright to the Public Safety Advisory Committee for a term ending November 20, 2025.

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

No: None

Resolution No. 24.11.176

Motion Carried (6 - 0)

6. PUBLIC COMMENT

Ronald Matthews, 2330 Joy Rd, expressed concern with the approval of a marihuana dispensary at the corner of Joy Rd/Opdyke Rd which abuts a residential area. He expressed concern with an increase in traffic and property value decrease.

Victoria Dobreanu, 2032 Joy Rd, expressed concern with the marihuana dispensary located at the corner of her residential street.

Chief Gagnon commented that marihuana dispensaries have been in Oakland County for a while now. The Police Department has always been cooperative and partner with local law enforcement sharing information and intelligence. There have not been any concerns about criminal activities surrounding these establishments that has been shared with the department.

Patricia Matthews, 2330 Joy Rd, stated that the residents should have had more knowledge that this was coming into the community.

Mr. Cohen confirmed that the referenced property is zoned commercial, B-1 Limited Business District. Mr. Tanghe noted that this is an allowable use in that commercial zoning. The property abuts a residential neighborhood, but it is not in a residential zoned neighborhood. He pointed out that there is a lot of development along Opdyke, for example, with side streets that have homes behind commercial buildings.

Mr. Tanghe explained that prior to 2022, the City had been opposed to adult use marihuana facilities in the City. The City took a firm stance and opted out of allowing it in the community. There is a provision in state law that allows a petition-initiated vote. The petition received enough signatures to be placed on the ballot in 2022. The residents of Auburn Hills voted to allow this in the community. He explained that there was a barrage of communication to the residents at that time. He further explained that all public meetings are posted the same.

7. CONSENT AGENDA

7a. Board & Commission Minutes

7a1. Planning Commission, November 13, 2024

7a2. Public Safety Advisory Committee Special Meeting, November 19, 2024

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

7b. Motion – To approve the 2025 Fee Schedule.

RESOLVED: To adopt the 2025 City of Auburn Hills Fee Schedule as submitted.

7c. Motion – To adopt the 2025 Benefits Resolution for Non-Union Personnel.

RESOLVED: To adopt the 2025 Benefits Resolution for Non-Union Personnel, as submitted. (Attachment A)

7d. Motion – To approve a third Food and Beverage Services Extension Agreement with Crank's Services, LLC.

RESOLVED: To approve the "Third Food and Beverage Services Extension Agreement" with Crank's Services, LLC. The extension will be in effect for the 2025 golf season beginning January 1, 2025, and concluding December 31, 2025.

7e. Motion – To approve the SBCA Fill Station Grant Purchase.

RESOLVED: To approve the purchase of the SCBA fill station provided by West Shore Fire in the amount of \$72,097.00. Move to approve budget amendments as detailed in this memo increasing the revenues \$64,887.30.

7f. Motion – To purchase extrication equipment.

RESOLVED: To approve the purchase of extrication equipment from MacQueen Equipment, LLC. in the amount of \$41,800 from fire suppression account number 101-339-978.000.

7g. Motion – To approve the purchase of Police Department office furniture and workstations.

RESOLVED: To purchase Haworth office furniture from ISCG Workplace Design + Furnishing in an amount not to exceed \$32,258.46.

7h. Motion – To approve the Police Department Property Room remodel and locker installation.

RESOLVED: To use Allied Building Services as the vendor for installation of the property/evidence lockers and reconstruction of the property/evidence processing area for the amount not to exceed \$33,860.00.

Moved by Verbeke, Seconded by Fletcher.

RESOLVED: To approve the Consent Agenda.

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

No: None

Resolution No. 24.11.177

Motion Carried (6 - 0)

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9a. Public Hearing/Motion – To approve the Community Development Block Grant (CDBG) Funding Allocation for Program Year 2025.

Ms. Adcock explained that the CDBG program funds housing, public facilities, public service, and community development activities that benefit low-income households and persons with special needs. Oakland County receives CDBG funds as the agent and distributes the funds based on the total population and the number of low/moderate-income residents in the community.

Ms. Adcock explained the Minor Home Repair and Yard Service programs. She noted that the Yard Service, which is lawn mowing and snow plowing, is one of the most requested services. The Minor Home Repair program has helped homeowners obtain necessary repairs from reliable, insured contractors.

Mayor Marzolf opened the Public Hearing at 7:30 PM.

Hearing no public comment, the Mayor closed the Public Hearing at 7:31 PM.

Moved by Fletcher, Seconded by Hawkins.

RESOLVED: To accept the Conflict-of-Interest Certification as part of the CDBG application and to authorize the City Mayor to sign the application and staff to submit documents to Oakland County.

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

No: None

Resolution No. 24.11.178

Motion Carried (6 - 0)

Moved by Verbeke, Seconded by Ferguson.

RESOLVED: To accept the Community Development Block Grant (CDBG) application budget line item: Minor Home Repair in the amount of \$66,698 as part of the approximate amount of \$78,466 and to authorize the City Mayor to sign the application and staff to submit the documents to Oakland County.

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

Resolution No. 24.11.179

Motion Carried (6 - 0)

Moved by Fletcher, Seconded by Verbeke.

RESOLVED: To accept the Community Development Block Grant (CDBG) application budget line item: Yard Services in the amount of \$11,768 as part of the approximate amount of \$78,466 and to authorize the City Mayor to sign the application and staff to submit the documents to Oakland County.

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

Resolution No. 24.11.180

Motion Carried (6 - 0)

9b. Motion – To approve a Special Land Use Permit (SLUP)/ Wescast Industries, Inc.

Mr. Cohen explained the request from Wescast Industries, Inc. to conduct a light industrial production activity located at 3300 University Drive. He noted that they received a similar SLUP approval seven years ago, but never occupied the building. The company is now ready to proceed and agreed to honor the conditions of that original approval with two minor changes: to expand the high-bay area and to request permission to have multiple tenants within the building.

Moved by Verbeke, Seconded by Ferguson.

RESOLVED: To accept the Planning Commission's recommendation and approve the Special Land Use Permit for 3300 University Drive - Wescast Industries, Inc., subject to the conditions of the City's Administrative Review Team. The conditions of approval will be memorialized in an update to the Development Agreement between Wescast and the City, which will be drafted by the City Attorney and recorded with the Oakland County Register of Deeds. The update to the Development Agreement shall be executed before the company's Building Permit for this project is issued.

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

Resolution No. 24.11.181

Motion Carried (6 - 0)

9c. Motion – To approve a One-Year Extension of the Special Land Use Permit, Site Plan, and Tree Removal Permit / Clean View Auto Wash.

Mr. Cohen presented the request for a one-year extension for the Special Land Use Permit, Site Plan, and Tree Removal Permit for a car wash located at 3915 Auburn Rd. This project was originally approved in November, 2022 and a one-year extension was granted last year. This project will begin in the spring.

Discussion ensued regarding this project. Frank Tolma, President of Clean View Auto Wash, explained that the delay is because they grew too fast. Another entity has acquired all of their locations except this one which is family-owned. He stated that once the weather breaks, they can break ground immediately. He confirmed that they are working through the remedial work that was needed at the site.

Moved by Hawkins, Seconded by Knight.

RESOLVED: To approve a one-year extension of the Special Land Use Permit, Site Plan, and Tree Removal Permit for Clean View Auto Wash. The approval shall expire on November 28, 2025. The applicant is advised that this extension will be the final extension granted by the City Council.

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

No: None

Resolution No. 24.11.182

Motion Carried (6 - 0)

9d. Motion – To approve the revised City of Auburn Hills Architectural Design Policy.

Mr. Cohen explained that the current Architectural Design Policy was adopted in 2002.

The Planning Commission reviewed the policy. Mr. Cohen explained that the policy presented tonight is a refinement of how the policy has evolved over the past 22 years. The Planning Commission considered building materials and colors, what are high-quality architectural features and how buildings should be masked which has been expanded in detail in the revised policy. It also has a statement that staff has been given the authorization by the City Council to negotiate better design at the time of review so that City Council does not have to do that design at the table. This has ensured a better product and Council is presented with the final design at the public meeting. The Planning Commission has adopted the policy and recommended that City Council adopt it as well so it is clear to the development community that these are the City standards.

Mr. Cohen confirmed for Mr. Knight that there is an appeal process if needed.

Moved by Fletcher, Seconded by Verbeke.

RESOLVED: To accept the Planning Commission's recommendation and approve the revised City of Auburn Hills Architectural Design Policy.

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

No: None

Resolution No. 24.11.183

Motion Carried (6 - 0)

9e. Motion – To approve the modernization contracts for Fire Stations 1, 2, and 3.

Chief Massingill explained that over the past 20 years, the department has experienced significant growth as it transitioned from a paid on-call to a combination department consisting of full-time and part-time firefighters. The fire stations were never designed for full-time staffing and have been adapted as best they could over the years.

Chief Massingill explained that modernization of the stations has been a long-term goal and design work began in 2021. The focus of these designs was to improve service delivery for the residents and improve productivity and working conditions for staff. Heavy emphasis was placed on meeting the needs of the department today and well into the future. He explained the funding and noted that Representative Haley Stevens Office secured \$981,087 in funding as part of the Community Project Funding through The Department of Housing and Urban Development to make up the budget shortfall for Stations 1 and 3. The Tax Increment Finance Authority approved \$484,150 to address the budget shortfall for Station 2.

Moved by Verbeke, Seconded by Fletcher.

RESOLVED: To approve contracting with Shaw Construction for modernizations of Fire Stations 1, 2, and 3 and Spicer Group for construction management services at a combined cost of \$3,338,850.00, amend the 2024 General Fund Fire Suppression budget revenue with an increase of \$981,087.00 in account number 101-339-528.000-HUDGRANT, amend account number 101-336-975.000-FIRESTATION1 in the amount of \$490,543.50, and amend account number 101-336-975.000-FIRESTATION3 in the amount of \$490,543.50.

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

No: None

Resolution No. 24.11.184

Motion Carried (6 - 0)

10. COMMENTS AND MOTIONS FROM COUNCIL

Mr. Knight complimented DPW on their continued work on the pathways. He pointed out a new diverging diamond that was recently installed in the state and noted that Auburn Hills was the first in the state to install the diverging diamond. He expressed appreciation for the City Manager's explanation on the marihuana process. He stated that he recognizes the concerns of the residents on Joy Rd, but it is commercial along Opdyke Rd.

Ms. Verbeke questioned if something could be done to eliminate the driveway out to Joy Rd. Mr. Cohen stated that is something the City Attorney would have to review. Mr. Cohen confirmed that a building permit would be required at the point they decide to renovate the building. Ms. Verbeke pointed out that CN Railroad has been clearcutting near Brown Rd.

Dr. Fletcher questioned the status of Dexter Rd. Mr. Baldanted stated that the plan is to top the road tomorrow, but it is weather dependent. Mr. Cohen confirmed for Dr. Fletcher that the former Rite Aid building is currently vacant and there are no development proposals at this time.

Mr. Hawkins thanked DPW on their response to an issue on South Blvd. He noted that whenever there are any issues that arise, the DPW is extremely responsive.

Mayor Marzolf wished everyone a happy and safe Thanksgiving.

11. CITY ATTORNEY REPORT

12. CITY MANAGER REPORT

Mr. Tanghe noted that the Tree Lighting is on Friday, December 6th at 6:00 PM. The location has moved to the plaza area in Riverside Park.

13. ADJOURNMENT

Moved by Knight, Seconded by Ferguson.

RESOLVED: To adjourn the meeting.

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

No: None

Resolution No. 24.11.185

Motion Carried (6 - 0)

The meeting adjourned at 8:07 PM.

Brain W. Marzolf, Mayor

Laura M. Pierce, City Clerk

ATTACHMENT A

CITY OF AUBURN HILLS
2025 RESOLUTION
BENEFITS FOR NON UNION PERSONNEL – AS AMENDED
EFFECTIVE JANUARY 1, 2025 THROUGH DECEMBER 31, 2025

This Resolution, as adopted by City Council on August 28, 1985, and subsequently amended as stated in Section XIII of this resolution, is proposed to be amended as follows:

WHEREAS, certain employees of the City are not covered by a collective bargaining agreement; and

WHEREAS, the salaries and certain benefits for these employees are covered in other Resolutions and Motions of the City Council, but certain other conditions of employment and benefits have not been specifically stated before; and

WHEREAS, it is the intent of this Resolution to specifically state and provide for certain conditions of employment and benefits.

NOW, THEREFORE, BE IT RESOLVED that the following shall be effective for these employees of the City of Auburn Hills:

I. WORK WEEK

The normal work week consists of five (5) days, Monday through Friday. The normal workday consists of eight (8) hours of work with a one-hour lunch break. Normal work hours are 8:00 a.m. to 5:00 p.m. daily. In addition to normal office hours, employees may be required to attend evening meetings and perform other duties outside regular office hours in the best interest of the City.

II. VACATION LEAVE

A. Administrative (Non-Union) employees shall receive leave time as follows:

- | | |
|-----------------------------|--|
| 1. First year | 6.66 hours/month (10 days) |
| 2. Year 2 to end of year 9: | 10 hours/month (15 days) |
| 3. Year 10 and over: | 13.33 hours/month (20 days) |
| 4. Maximum accrual: | 1 times annual accrual, excess forfeited |

B. Employees who lost time due to on-the-job disability under Worker's Compensation up to a maximum of one (1) year shall receive their vacation as though the time was worked. In instances where employees lose time other than on-the-job disability, the City Manager shall determine the extent of their benefits earned during their absences, if any.

C. Employees are encouraged to take leave and each employee covered by this resolution shall be required to take one period of leave per year consisting of forty (40) consecutive work hours (5 days). Employees may elect to receive a buyout of up to 40 hours of vacation time at the end of each year, to be paid in January for the preceding year and at the preceding year's regular base pay rate, only if the employee has eighty (80) or more hours accumulated in their bank as of December 31. Vacation time buyout shall not be considered as part of Final Average Compensation Calculations for Defined Benefit Pensions.

D. Upon termination of employment, an employee shall be paid for the unused and earned accumulation of leave hours in their leave bank up to a maximum of two (2) times the amount of leave hours allowed on an annual basis. However, an employee who resigns from the City must submit a written resignation to Human Resources designating their effective date of resignation ("termination of employment date"). A minimum of fourteen (14) days advanced written notice is required. Leave time will not be permitted during the fourteen (14) day notice period. Any employee failing to give that advance timely written notice shall receive payment for only fifty percent (50%) of their unused and earned accumulation of leave hours.

III. NON-DUTY CONNECTED DISABILITY

- A. The employer shall pay the premium to provide the STD insurance policy presently in effect. The weekly benefit shall be equal to 66 2/3% of the employee's base weekly salary to a maximum of \$1,500.00.
- B. The employer shall pay the premium to provide the LTD insurance policy in effect. The monthly benefit shall be equal to 66 2/3% of the employee's base monthly salary to a maximum of \$6,500.00.

IV. Sick Leave

- A. All administrative employees shall accrue sick leave at the rate of eight (8) hours for each month of service, not to exceed ninety-six (96) hours per year.
- B. Sick leave is provided to permit an employee to remain in pay status while absent from work because of:
 - 1. Personal illness or injury
 - 2. Pregnancy
 - 3. Illness or injury in own family (mother, father, wife, husband, children, step-children).
- C. Accumulation of sick leave may not exceed thirty (30) days at the end of any calendar year. Employees will be paid for all accumulated sick days over thirty (30) at the end of any calendar year.
- D. Upon the employee's death, retirement, or resignation, the City will pay one hundred percent (100%) of their accumulated unused sick time. An employee who resigns from the City must submit a written resignation to Human Resources designating their effective date of resignation ("termination of employment date"). A minimum of fourteen (14) days advanced written notice is required. Any employee failing to give that advance timely written notice shall receive payment for only fifty percent (50%) of accumulated unused sick time.
- E. Employees off sick shall be required to bring in a doctor's slip if the City Manager requests it. The employer may require an examination of the employee, following an illness or injury, by a doctor of the employer's choice on City time and City expense.

V. DUTY-CONNECTED INJURY PAY

- A. Provisions of the Michigan Worker's Compensation Act shall apply to all duty-connected accidents or injuries of the employees in the line of duty.
- B. The employee shall receive eighty percent (80%) of his/her gross pay exclusive of all deductions for duty-connected injuries for up to one (1) year in conjunction with Worker's Compensation.

VI. OTHER LEAVE

- A. Jury Duty: Any employee required to serve on jury duty will suffer no loss of pay but will be paid the difference between jury pay and his/her regular pay. The employee shall return to work if his/her presence is not required at court.
- B. Funeral Leave: In the case of death occurring in the employee's immediate family requiring his/her absence during a duty period, the employee shall be granted a leave of absence with pay for such period not to exceed five (5) consecutive workdays as will be necessary in the particular circumstances, one day of which shall be the day of the funeral. Immediate family is defined as the employee's wife, husband, children, mother, father, sister or brother. Three (3) days, one of which shall be the day of the funeral, shall be granted for parents-in-law, grandparents, or grandchildren. One (1) day on which the funeral takes place, shall be granted for grandparents-in-law, brother-in-law, sister-in-law, niece, nephew, aunt, or uncle of the employee or employee's spouse, provided the funeral occurs on an employee's scheduled workday.

VII. HOLIDAY PROVISIONS

The paid holidays are designated as follows:

- | | |
|------------------|------------------------------|
| 1. New Years Day | 6. Thanksgiving Day |
| 2. Good Friday | 7. Friday after Thanksgiving |
| 3. Memorial Day | 8. Christmas Eve |
| 4. 4th of July | 9. Christmas Day |
| 5. Labor Day | 10. New Years Eve |

In addition to the above ten (10) holidays, employees will be granted ~~three (3)~~ four (4) "Floating Holidays" each calendar year. The "Floating Holidays" shall be granted at any time provided one (1) week notice is given by the employee. "Floating Holidays" can also be used to extend vacations provided notice is given one (1) week prior to the scheduled vacation. Floating holidays shall not be carried over to the next year and shall not be paid out at the conclusion of the calendar year. An employee who resigns from the City must submit a written resignation to Human Resources designating their effective date for resignation ("termination of employment date"). A minimum of fourteen (14) days advanced written notice is required. Any employee failing to give that advance timely written notice shall receive payment for only fifty percent (50%) of their unused and earned floating holidays.

VIII. HEALTH INSURANCE

Section 1. Active Employee Health Benefits

The employee and his/her eligible dependents shall be covered by health insurance, including a prescription drug plan under the terms and conditions of the plan manager, and cost containment provisions for second opinion surgery, and exclusion for pre-existing conditions may exist. Hospital pre-admission certification may be required for the employee and eligible dependents in accordance with the policy currently in effect.

Effective January 1, 2024, The HMO/EPO shall have a \$20 PCP/\$40 specialist office visit co-pay, \$40 urgent care visit co-pay, \$100 emergency room visit co-pay. The in-network deductible shall be \$500/\$1,000. Co-insurance is 80/20% to \$1,000 single/\$2,000 couple or family. The PPO shall have \$25 PCP/\$50 specialist office visit co-pay, \$50 urgent care visit co-pay, \$100 emergency room visit co-pay. The in-network deductible shall be \$750/\$1,500. In network co-insurance is 80/20% to \$1,000 single/\$2,000 couple or family. Out-of-network co-insurance is 50/50% to \$5,000 single/\$10,000 couple or family.

A. Job-Related Injury

Health insurance premiums shall be paid for a period of up to five (5) years for an employee disabled due to a job-related injury and for a period of up to one (1) year for other disabilities not related to employment.

B. Medical Insurance Buyout Option

Medical Insurance buyout is available at the rate of \$130 per pay period or \$3,380 per year to employees who elect to no longer take the City's health care insurance. This waiver of insurance shall apply only to the medical and prescription portion of coverage and not to the dental or optical portions. Should the employee lose coverage from another source, the employee may elect to once again take coverage and to relinquish their right to the monthly buyout. The City shall require that the employee provide proof of insurance coverage from another source (including spouse and dependent coverage where applicable) prior to the City granting buyout payment. In any case, the annual buyout payment shall not exceed 1/3 the cost of the annual premium amount of the medical coverage. Payment for the medical insurance buyout shall not be included as part of the final average compensation calculations for the pension.

C. Prescription Drug Coverage

Prescription drug coverage shall be provided to the employee and his/her eligible dependents based on a three-tier co-pay system whereby the employee is responsible for:

- \$10 for Generics
- \$30 for Brand Name Drugs
- \$80 for Non-Preferred Drugs

with two times the applicable co-pay for the 90-day supply mail-in program and generic enforcement. The plan shall include formulary changes from time to time that may cause drugs to be placed into different co-pay categories. Specialty drugs, as determined by the plan manager shall have a 50% employee co-pay. Availability of specialty drugs shall occur only after all other drug therapies have been exhausted.

D. Dental Coverage

Dental coverage shall be provided to the employee and his/her eligible dependents through the Delta Dental Family Plan, Class I and Class II, or equivalent coverage from another provider with an accrued benefit amount of \$1,200 per family member and an 80/20 co-pay. The co-pay for major restorative (caps, crowns, etc.) shall be 50/50. The coverage shall also include orthodontics with a 50/50% benefit level to a maximum of \$2,000 per family member with an age limit of 19.

E. Vision Coverage

Vision coverage shall be provided to the employee and his/her spouse and eligible dependents through Preferred Vision or equivalent coverage from another provider. Coverage includes annual eye exam, lenses, frames and contact lenses; frame allowance of \$135 (approximately) retail, contact lenses \$100 for cosmetic purposes/covered in full for medical necessity (in lieu of all other benefits); \$10 co-pay for examinations.

F. COBRA

The City shall offer the employee continuation health coverage as required under the Consolidated Omnibus Budget Reconciliation Act of 1985 (Public Law 99-272 Title IX). The premiums for such coverage shall be the responsibility of the employee and/or eligible beneficiary.

G. EMPLOYEE PREMIUM SHARE

The Employer may opt to implement either PA 152 cap on an annual basis. The Employee contribution shall be collected by way of twenty-four or twenty-six equivalent payroll deductions and shall begin on January 1, 2015.

Section 2. Retiree Health Benefits

A. Employees Hired before January 1, 2007

Health insurance, including a prescription drug plan, dental coverage and optical services, shall be provided for the eligible retiree and his/her spouse. An eligible spouse is one who is the spouse of record two years prior to retirement. In the event of the death of the retiree, the City shall pay the total cost of providing medical coverage, subject to contribution requirements below under "Effective January 1, 2011 for Defined Benefit Retirees", for the surviving spouse until such time the surviving spouse is eligible for Medicare Supplemental Policy, at which time the City shall pay the cost of the Medicare Supplemental Policy.

EFFECTIVE JANUARY 1, 2010 FOR ALL RETIREES: Health insurance, including a prescription drug plan, dental family coverage and optical services, shall be available for the eligible dependents of the retiree. Such care may be purchased through the City at a cost of 102% of the policy premium in effect at the time. Eligible dependents qualify by being on record with the City for at least two years prior to employee's retirement and meeting eligibility requirements of the policies.

EFFECTIVE JANUARY 1, 2011 FOR DEFINED BENEFIT RETIREES: Health insurance, including a prescription drug plan, dental and optical coverage, shall require a contribution from all retirees, regardless of retirement date, as follows: For retirees whose monthly pension payment is equal to or greater than \$5,000.00, the employee shall contribute the equivalent of 10% of the monthly premiums for each type of coverage listed in this paragraph.

Continuing Coverage for Surviving Spouse and Eligible Dependents of Retiree hired before January 1, 2007

- a. City-paid health care coverage shall be limited to a surviving spouse as defined in 2A., above.
 - b. The City shall continue to make health care coverage available for eligible dependents as defined and at the cost shown in 2A., above.
 - c. Regular retirement medical will be provided to the surviving spouse if they are not Medicare eligible, until such time they achieve Medicare eligibility. The employee must have met the eligibility requirements for retiree health care.
 - d. The City shall provide dental and optical coverage for a surviving spouse of a retiree.
 - e. The City shall continue to make dental and optical coverage available for eligible dependents as defined and at the cost shown in 2A., above.
 - f. Once a surviving spouse becomes eligible for coverage under another group medical plan, the City-provided coverage shall cease, subject to COBRA extensions paid for by the surviving spouse.
 - g. Coverage shall not be available to the surviving spouse once it has been terminated.
 - h. If an employee should die prior to retirement, the surviving spouse shall qualify for coverage, if the employee had been eligible for normal retirement.
 - i. If an employee should die prior to retirement, the City shall continue to make coverage available for eligible dependents as defined and at the cost shown in 2A., above, if the employee had been eligible for normal retirement.
- B. Employees Hired on or after January 1, 2007
The City will provide a Retirement Health Savings (RHS) Plan for employees with an employer contribution of 3% of base pay only per pay period and a 3% required match by the employee on base pay, during active employment. Such plan shall be utilized as the sole retirement health coverage provided to retirees by the City. No medical, prescription, dental or optical insurances shall be provided to the retiree, spouse or eligible dependents.

IX. RETIREMENT BENEFITS

Section 1. Defined Benefit Plan

A. Pension Benefits

In accordance with the Plan Document, the Defined Benefit Pension Plan shall provide pension benefits to the participating employee calculated using a benefit factor of two and sixty-five-one-hundredths percent (2.65%) for all eligible years of service, to a maximum of 80% of final average compensation and will continue to be provided for the employees covered under this resolution, and to set the age for full retirement for vested employees at the age of fifty-five (55) with early retirement no sooner than age fifty (50) with at least ten (10) years of service with a reduction of calculated benefit of ½% for each month prior to age 55. The Pension Plan for this group shall provide adjustments as follows: January 1, 1992, and annually thereafter as of January 1, the amount of pension benefit payable to each retiree whose service to the City has terminated and has reached fifty-five (55) years of age, shall be increased by five percent (5%) of the amount of pension benefit which the participant is entitled to receive, when such benefit first becomes payable. Each January 1 thereafter, the pension benefit shall be increased by the same dollar amount for a period of fifteen (15) years. Employees in the Defined Benefit Pension Plan who are eligible and elect to retire on or after January 1, 2010, shall have their Cost-of-Living-Allowance reduced from 5% non-compounding for fifteen years to 2.5% non-compounding for fifteen years as prescribed in this section.

Effective on the February 8, 2007 payroll, the pension plan requires a six percent (6%) employee contribution of base earnings to be paid as a pre-tax employer pickup under Internal Revenue Code 414(h)(2). All eligible employees shall participate in the employer "pick-up" program whereby mandatory employee contributions to the Retirement System shall be paid by the City of Auburn Hills in lieu of contributions by the employees. The terms and conditions of such contributions shall be in accordance with the provisions of the Internal Revenue Code Section 414(h)(2) and related Treasury Regulations and applicable law. The provisions of this section are mandatory, and the member shall have no option concerning the pick-up or to receive the contributed amount directly instead of having such amount paid by the City directly to the

Retirement System. Member contributions picked-up under the provisions of this section shall be treated as City contributions for purposes of determining income tax obligations under the Internal Revenue Code; however, such contributions picked-up under this section shall continue to be designated member contributions for purposes of the Retirement System and all other federal and state laws. All contributions picked-up under the provisions of this section shall be considered part of the member's salary for purposes of determining the amount of the member's contribution. Implementation of the pick-up program occurs upon authorization by the Retirement System. In no event may implementation occur other than at the beginning of a pay period. Pensions are vested at fifty percent (50%) for five (5) years of service and ten percent (10%) for each additional year, with full vesting at ten (10) years of service.

Employees in the Defined Benefit Pension Plan shall qualify for retirement medical coverage per the current resolution (as defined in Section IX (2) above) with ten (10) years of service as defined in the pension plan and with the attainment of 55 years of age, or age 50 if an early retirement provision is elected. Employee must be actively employed by the City at the time of retirement in full pay status and meet the qualifying pension age to obtain medical insurance.

B. Supplemental 401(K) Plan

In addition to the Defined Benefit Pension Plan, the City shall make available a Supplemental 401(K) Plan to which employees may make contributions.

Further guidelines are set forth in Section 401(k) of the Internal Revenue Code and in the plan documents.

Section 2. Defined Contribution Plan

For employees hired on or after April 1, 1998, the City will provide a Defined Contribution Plan jointly funded by the employer and employee. The City shall contribute 9% of base salary without an employee contribution. However, an employee who elects to contribute 3% of base income shall have that matched with an additional employer match of 3%, bringing the total employer/employee contribution to 15% of base salary. City contributions shall vest at the rate of 20% per year, 100% at five (5) years. The plan documents more fully describe the Defined Contribution Plan.

Employees in the Defined Contribution Plan shall qualify for retirement medical coverage per the current resolution (as defined in Section IX (2) above) with ten (10) years of service and the attainment of 55 years of age. Employee must be actively employed by the City in full pay status at time of retirement and meet the qualifying retirement age to obtain medical insurance.

Section 3. Deferred Compensation

The City shall make available a 457 Deferred Compensation Plan that is funded solely by employee contributions. Such plan is available to employees who participate in either the Defined Benefit or Defined Contribution plans. Rules of participation are found in the employer plan documents and as set forth in Section 457 of the Internal Revenue Code.

Section 4. Voluntary 457 Plan Participation for Defined Contribution Plan Participants Only

Effective February 4, 2019, the Employer will match dollar for dollar with the Employee, on a pre-tax basis, contributions to an employee's 457 plan on each payroll as follows: \$20, \$30 or \$40. Employee contributions are not mandatory; however, employees will not receive an identical employer match to one of the amounts listed in this section if they do not contribute. Contributions are not tied to wages and therefore are not subject to overtime, rollup costs on benefits, or any other circumstance that would increase employer costs. The Employer will continue the Employees' previous annual election amount into the next year unless the Employee notifies the Employer by December 1 that they wish to change their election amount. Under no circumstance shall the Employee change their election amount after December 1.

X. TUITION REIMBURSEMENT

The City shall reimburse the cost of tuition at an accredited education institution in accordance with the following:

- A. The course(s) must be related to the job.
- B. Tuition reimbursement will not be made in advance. The employee will pay for the course and be reimbursed upon proof of completion of the course with a grade of "C" or better, and the submission of a signed affidavit that the amount requested has not been requested or received from another source.
- C. City reimbursement will be for tuition and mandatory fees. Books, supplies, and other expenses will be the employee's responsibility.
- D. Reimbursement will apply to active employees only and will require prior approval by the City Manager. Reimbursement will be limited to five thousand dollars (\$5,000) per person per calendar year.

XI. LIFE INSURANCE

The City shall pay the premium to maintain life insurance in the amount of one and one-half (1 1/2) times the annual salary for employees with less than five (5) years of service, and two (2) times the annual salary for employees with five (5) or more years of service, and who are enrolled in the Defined Benefit Pension Plan.

In lieu of the above-described life insurance benefit, the employer shall pay the premium to maintain a life insurance policy equal to three (3) times the annual salary for employees covered by the defined contribution plan.

Life Insurance Reduction Schedule: Employees who are in full-time active status and who have attained the age of 65 shall have their life insurance reduced by 35%. From and after age 65, employees who remain employed in full-time active status shall receive another reduction of an additional 15% (for a total of 50%) once they have attained the age of 70.

XII. VESTED RIGHTS

The passage of this resolution shall not vest upon any employee the right or expectancy to continue receiving any benefits provided for in this resolution. The City Council expressly reserves the right to amend or repeal this resolution, or any part thereof, at any time.

THIS RESOLUTION WAS ADOPTED BY THE AUBURN HILLS CITY COUNCIL ON AUGUST 28, 1985,
AMENDED BY SAME APRIL 27, 1987, NOVEMBER 23, SEPTEMBER 18, 1989, FEBRUARY 19, 1990,
JUNE 17, 1991, DECEMBER 7, 1992, OCTOBER 25, 1993, MARCH 7, JUNE 6, 1994, MARCH 6, 1995,
APRIL 20, 1998, APRIL 15, 2002, MARCH 17, 2003, AND MAY 17, 2004.

THIS RESOLUTION WAS ADMINISTRATIVELY AMENDED BY CITY MANAGER RANDALL, JUNE 28,
2005

THIS RESOLUTION WAS ADMINISTRATIVELY EXTENDED BY CITY MANAGER CULPEPPER,
AUGUST 25, 2006.

THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, JANUARY 22, 2007.

THIS RESOLUTION WAS ADMINISTRATIVELY AMENDED BY CITY MANAGER CULPEPPER,
DECEMBER 12, 2007.

THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, FEBRUARY 2, 2009.

THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, AUGUST 24, 2009.

THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 6, 2010.

THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 5, 2011.

THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 17, 2012.

Non-Union Benefits 1/1/2025 – 12/31/2025

CC Res. No. 22, (to be issued)

Page 8 of 8

THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 16, 2013.
THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 15, 2014.
THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, NOVEMBER 23, 2015.
THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 12, 2016.
THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 11, 2017.
THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 12, 2018.
THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 16, 2019.
THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 7, 2020.
THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, NOVEMBER 15, 2021.
THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, NOVEMBER 28, 2022.
THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL, DECEMBER 4, 2023.

THIS RESOLUTION WAS AMENDED BY THE AUBURN HILLS CITY COUNCIL NOVEMBER 25, 2024.

AYES:
NAYS:
ABSENT:
ABSTENTIONS:

RESOLUTION ADOPTED

STATE OF MICHIGAN)
)SS
COUNTY OF OAKLAND)

I, the undersigned, the duly appointed City Clerk for the City of Auburn Hills, Oakland County, Michigan do hereby certify that the foregoing is a true and complete copy of "2025 Resolution - Benefits for Non-Union Personnel" as adopted and made effective January 1, 2025 through December 31, 2025 by the Auburn Hills City Council.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 25th day of November, 2024.

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 4B

CITY COUNCIL



CITY OF AUBURN HILLS

City Council Workshop

DRAFT Minutes

DECEMBER 2, 2024

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, Community Development Director Cohen, Asst to Dir./Construction Coord. Lang, DPW Director Baldante, Finance Director/Treasurer Schulz, Accountant Faulk, Engineer Juidici

1 Guest

Workshop Topic: Workshop Topics for 2025 & General Liability Insurance Renewal

Mr. Tanghe presented the 2025 workshop topics. Discussion ensued regarding the proposed schedule and potential workshop topics. A workshop was suggested to learn more about the Recreation & Senior Services Department and include data driven information such as how many people are being served, how many are participating in the meals on wheels program, the number of volunteers, staffing, lunches, programs and future plans. A workshop on emergency services and the responsibilities of City Council was also suggested.

Jim Huttenlocher, of the Huttenlocher Group, presented an update on the 2025 Liability and Property Insurance Renewal.

The workshop adjourned at 6:36 PM.

Brain W. Marzolf, Mayor

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 4C

CITY COUNCIL



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

DECEMBER 2, 2024

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, Fire Chief Massingill, DPW Director Baldante, Mgr of Fleet & Roads Hefner, Community Development Director Cohen, Asst to Dir./Construction Coord. Lang, Accountant Faulk, Assistant to the City Manager Hagge, Engineer Juidici

20 Guests

A workshop session was held prior to the regular City Council meeting at 5:30 PM. Workshop Topic: Workshop Topics for 2025 & General Liability Insurance Renewal

4. APPROVAL OF MINUTES

5. APPOINTMENTS AND PRESENTATIONS

6. PUBLIC COMMENT

Brent Fields of 3940 Bald Mountain spoke regarding the development north of Bald Mountain Rd.
Ronald Matthews of 2030 Joy Rd spoke regarding his disapproval of the marijuana dispensaries.
Patricia Matthews of 2030 Joy Rd spoke regarding her disapproval of the marijuana dispensaries.
John Beard of 2120 Joy Rd spoke regarding his disapproval of the marijuana dispensaries.

7. CONSENT AGENDA

7a. Board and Commission Minutes

7a1. Tax Increment Finance Authority Informational Meeting, November 12, 2024

7a2. Tax Increment Finance Authority, November 12, 2024

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

7b. Motion – To amend the 2024 General Fund Building Department budget.

RESOLVED: To amend the 2024 General Fund Building Department budget with an increase in revenues of \$925,500 and an increase in appropriations of \$111,387.

7c. Motion – To amend the General Fund Assessing Department budget.

RESOLVED: To amend the General Fund Assessing department budget increasing appropriations \$43,130.

7d. Motion – To amend appropriate Wage & Benefit lines within General Fund Departments and other Funds.

RESOLVED: To amend each General Fund department's 2024 wages and/or benefit line increasing or decreasing appropriations as stated above. (Attachment A)

RESOLVED: To amend the Major Road Fund by decreasing the 2024 Budget appropriations as stated above. (Attachment A)

RESOLVED: To amend the Local Roads Fund by increasing the 2024 Budget appropriations as stated above. (Attachment A)

RESOLVED: To amend the Fieldstone Golf Fund increasing the 2024 Budget appropriations as stated above. (Attachment A)

7e. Motion – To approve the 2025 Liability & Property Insurance Renewal.

RESOLVED: To approve the 2025 policy renewal for Liability and Property Insurance with Travelers in accordance with the specifications contained in the Coverage Summary in the amount of \$383,279 and to authorize Mr. Huttenlocher to convey acceptance on behalf of the City and for the City Manager to sign the necessary documents related to binding coverage.

7f. Motion – To amend the 2024 Local Street Fund & General Fund Street Improvement department.

RESOLVED: To amend the Local Streets fund with an increase of \$150,000 and the General Fund Street Improvement department with an increase of \$150,000.

7g. Motion – To amend the 2024 General Fund Capital Improvements Department budget.

RESOLVED: To amend the 2024 General Fund Capital Improvements department budget, increasing appropriations by \$18,200.

7h. Motion – To amend the 2024 General Administration Department budget.

RESOLVED: To amend the 2024 General Administration Department's Land and Improvements budget with an increase in appropriations of \$10,000.

Moved by Verbeke, Seconded by Knight.

RESOLVED: To approve the Consent Agenda.

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

No: None

Resolution No. 24.12.186

Motion Carried (7 - 0)

8. UNFINISHED BUSINESS

8a. Motion – To extend the Revised PUD Step Two - Site Plan and Tree Removal Permit Approval / The Avant at Five Points.

Mr. Cohen presented the extension request for the Avant at Five Points apartment complex. The project has received several extensions for completion of the project with the final extension stating that if the expectations were not met, the PUD could be voluntarily terminated unless City Council extended an approval. The expectations set and approved at the September 9, 2024 City Council have not been met.

Mr. Hadid commented that he believes he can meet the expectations that have been made. He stated that the number of staff he has is sufficient for the next step of the process and are under contract meet the April 1st deadline. He also commented that he has the finances to complete the project. He shared that he has created the construction schedule as he has with his other projects and will continue to move forward.

Mr. Cohen stated that they are providing Mr. Hadid with every opportunity possible to succeed. Mr. Hadid pledged to meet the timeframe he provided.

Mayor Marzolf commented that he does not feel that there is enough equipment nor staff to finish the project.

Moved by McDaniel, Seconded by Verbeke.

RESOLVED: To adopt Option A as set forth in the staff report. (Attachment B)

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

No: None

Resolution No. 24.12.187

Motion Carried (7 - 0)

9. NEW BUSINESS

9a. Motion – To adopt Resolution No. 1 to Proceed with Preparation of Plans, Specifications and Cost Estimates for Proposed Executive Hills Boulevard Special Assessment District.

Mr. Hefner presented the Executive Hills Boulevard Special Assessment District project. He shared that the road improvements are included in the 2025 annual budget. This project will be combined with the Centre Road and Innovation Drive upgrades as a two-year project. He provided the details of the project and stated that 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, TIFA-B.

Moved by Verbeke, Seconded by Knight.

RESOLVED: 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. (Attachment C)

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

No: None

Resolution No. 24.12.188

Motion Carried (7 - 0)

9b. Motion – Adopt Resolution No. 1 to Proceed with Preparation of Plans, Specifications and Cost Estimates for Proposed Centre Road Special Assessment District.

Mr. Hefner presented the Centre Road Special Assessment District project. He shared that the road improvements are included in the estimated 2026 annual budget. He provided the details of the project and stated that 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, TIFA-B.

Moved by Fletcher, Seconded by Ferguson.

RESOLVED: 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. (Attachment D)

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

No: None

Resolution No. 24.12.189

Motion Carried (7 - 0)

9c. Motion – Adopt Resolution No. 1 to Proceed with Preparation of Plans, Specifications and Cost Estimates for Proposed Innovation Drive Special Assessment District.

Mr. Hefner presented the Innovation Drive Special Assessment District project. He shared that the road improvements are included in the estimated 2026 annual budget. He provided the details of the project and stated that 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, TIFA-B.

Moved by Fletcher, Seconded by Ferguson.

RESOLVED: 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. (Attachment E)

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

No: None

Resolution No. 24.12.190

Motion Carried (7 - 0)

10. COMMENTS AND MOTIONS FROM COUNCIL

Mr. Knight wished everyone a Happy Holiday Season with prosperity, peace and good care. He commented that the Christmas Tree looks good and asked for a timeframe of the completion of Town Square. Mr. Tanghe shared that the anticipated completion date in Summer 2025.

Ms. Verbeke commented that the marijuana dispensary on Joy Road cannot be changed because it has already been voted on. She commented that she wants to be sensitive to the needs of the residents and their concerns with traffic. Attorney Beckerleg stated that the plans would need to be reviewed to see what is stated and what has been approved. Mr. Tanghe and Mr. Cohen will meet to discuss what can be done with the Joy Road entrance/exit.

Dr. Fletcher reiterated the process regarding the marijuana dispensaries and that they were approved and cannot be changed. She also shared details of an incident that took place at 765 Standard Parkway and the need for better security. Mr. Cohen stated that Community Development and the Police Department can go to the property and evaluate the safety risk and make a recommendation if needed.

Mr. Hawkins thanked the residents for sharing their concerns at the meeting tonight.

City Council Members wished everyone a Happy Holiday Season with a Merry Christmas and a Happy New Year.

11. CITY ATTORNEY REPORT

12. CITY MANAGER REPORT

Regarding the road construction projects that were approved tonight, Mr. Tanghe shared that the city is fortunate to be able to invest that type of money into the road infrastructure.

13. 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. 24.12.190

Motion Carried (7 - 0)

The meeting adjourned at 8:04 PM.

Brain W. Marzolf, Mayor

Laura M. Pierce, City Clerk

ATTACHMENT A

Department	Net Amendment	Primary Reason
172	(35,600.00)	Part time wages
215	4,700.00	Election wages
253	19,800.00	Leave payouts
265	31,400.00	Full time wages
266	(31,400.00)	Full time wages and benefits
301	(130,900.00)	Full time wages
305	32,500.00	Part time wages
336	7,050.00	Full time wages
339	(10,300.00)	Part time wages
685	32,400.00	Part time wages
686	9,000.00	Part time wages
703	16,700.00	Medical expense
755	(34,900.00)	Part time wages
770	(9,100.00)	Full time wages
Total General Fund	(98,650.00)	Net decrease in appropriations
452- Major Roads	(133,900.00)	Decrease Full Time wages and benefits
453- Local Roads	139,200.00	Increase Full Time wages and benefits
753- Golf	92,150.00	Increase Part time wages

ATTACHMENT B

OPTION A

Move to extend the Revised PUD Step Two – Site Plan and Tree Removal Permit approval for The Avant at Five Points from July 1, 2024 to March 16, 2026, subject to the following conditions:

1. The City Attorney shall update the Second Amendment to the Development Agreement by revising the conditions of this extension approval. If OYK fails to sign and return the updated agreement to the City by noon on **December 16, 2024**, then the applicant will voluntarily terminate the Planned Unit Development approval.
2. If OYK meets the completion deadline for Item #1 but fails to begin the vertical construction of the first floor in accordance with the City-approved Building Permit by **April 1, 2025**, then the applicant will voluntarily terminate the Planned Unit Development approval. *Vertical construction of the first floor shall correspond to the start of Item #14 – Installation of the First-Floor CFS Wall Panels per OYK's construction schedule submitted on November 21, 2024.*
3. If OYK meets the completion deadline for Item #2 but fails to completely erect and enclose the entire building (including roof, windows, and doors) in accordance with the City-approved Building Permit by **January 2, 2026**, then OYK will voluntarily terminate the Planned Unit Development approval. *The enclosure of the entire building shall correspond to the completion of Item #24 – Windows and Store Front Installation per OYK's construction schedule submitted on November 21, 2024.*
4. OYK shall complete all site improvements and landscaping per the approved Site Plan by **January 2, 2026**. *The landscaping installation shall correspond with Item #43 – Landscaping per OYK's construction schedule submitted on November 21, 2024.*
5. OYK shall complete the development and obtain a final Certificate of Occupancy Permit from the City by **March 16, 2026**. *Obtaining the final Certificate of Occupancy Permit shall correspond with Item #48—Certificate of Occupancy per OYK's construction schedule submitted on November 21, 2024.*
6. If the Planned Unit Development approval is terminated, then OYK shall, at its own cost, remove all incomplete structures and foundations from the site and restore the site as directed by staff in accordance with City Ordinances. If OYK fails to restore the site as directed, then the City Manager and/or his designee shall be authorized to take any reasonable action to enforce the City Council's order, including but not limited to legal action, invoicing the applicant for work performed by the City that the OYK fails to complete and to place a lien against the property if the OYK does not pay such costs incurred by the City.

ATTACHMENT C

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 2nd day of December, 2024, the following resolution was offered by Councilperson Verbeke and seconded by Councilperson Knight:

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:	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 2nd 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 M. Pierce
City Clerk

ATTACHMENT D

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 2nd day of December, 2024, the following resolution was offered by Councilperson Fletcher 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 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:	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 2nd 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 M. Pierce
City Clerk

ATTACHMENT E

CITY OF AUBURN HILLS

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

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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:	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 2nd 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 M. Pierce
City Clerk



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 5B

COMMUNITY DEVELOPMENT DEPARTMENT

To: City Council
From: Brian W. Marzolf, Mayor; Stephanie Carroll, Economic Development Manager
Submitted: December 30, 2024
Subject: Motion – To confirm the reappointments of Valeria Gaton and Michael Wayne to the Downtown Development Authority

INTRODUCTION AND HISTORY

Please consider confirming the following reappointments to fulfill a four-year term.

Name	Board	Term Ending Date
Valerie Gaton	Downtown Development Authority	10/31/2028
Michael Wayne	Downtown Development Authority	10/31/2028

STAFF RECOMMENDATION

It is recommended that Ms. Gaton and Mr. Wayne be reappointed to the Downtown Development Authority.

MOTION

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



**CITY OF AUBURN HILLS
CITY CLERK'S OFFICE**

1827 N. Squirrel Rd., Auburn Hills MI 48326

Phone: 248.370.9402 Fax: 248.364.6719

CityClerk@auburnhills.org

www.auburnhills.org/cityboards

**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: GATON VALERIE S
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 3855 Andover Av. Auburn Hills - 48326
(Number/Street) (City/Zip) (Phone) 248.736.2868

EMAIL ADDRESS: ggaton43@yahoo.com

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 5 yrs. ARE YOU A U.S. CITIZEN: Yes

DO YOU WORK IN AUBURN HILLS? Yes LENGTH OF TIME EMPLOYED IN AUBURN HILLS: 2 yrs.

If you work in Auburn Hills, please list the name and address of the business:

HomePointe Realty 27 S. Squirrel
(Business Name) (Number/Street) (Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: DDA

WHAT SPECIALTIES/EXPERIENCE/EDUCATION DO YOU BRING TO THIS BOARD/COMMISSION:
(Attach additional sheet if necessary)

Reappointment

LIST ANY CIVIC/COMMUNITY ACTIVITIES THAT ARE YOU INVOLVED IN:
(Attach additional sheet if necessary)

Please return this form to the City Clerk's Office at the above address for processing. This information will be provided to the City Council, on a public agenda, for the use in making appointment to the various Boards and Commissions at the City Council Meeting.

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

[Signature] [Date]
(Signature) (Date)



**CITY OF AUBURN HILLS
CITY CLERK'S OFFICE**

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Phone: 248.370.9402 Fax: 248.364.6719

CityClerk@auburnhills.org

www.auburnhills.org/cityboards

**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: _____

(Please Print)

(Last)

(First)

(Middle Initial)

HOME ADDRESS: _____

(Number/Street)

(City/Zip)

(Phone)

EMAIL ADDRESS: _____

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? _____

ARE YOU A U.S. CITIZEN: _____

DO YOU WORK IN AUBURN HILLS? _____

LENGTH OF TIME EMPLOYED IN AUBURN HILLS: _____

If you work in Auburn Hills, please list the name and address of the business:

(Business Name)

(Number/Street)

(Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: _____

WHAT SPECIALTIES/EXPERIENCE/EDUCATION DO YOU BRING TO THIS BOARD/COMMISSION:

(Attach additional sheet if necessary)

LIST ANY CIVIC/COMMUNITY ACTIVITIES THAT ARE YOU INVOLVED IN:

(Attach additional sheet if necessary)

Please return this form to the City Clerk's Office at the above address for processing. This information will be provided to the City Council, on a public agenda, for the use in making appointment to the various Boards and Commissions at the City Council Meeting.

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.



(Signature)

(Date)



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 5C

COMMUNITY DEVELOPMENT DEPARTMENT

To: City Council
From: Brian W. Marzolf, Mayor; Stephanie Carroll, Economic Development Manager
Submitted: December 30, 2024
Subject: Motion – To confirm the appointment of Nicholas Townsend to the Downtown Development Authority

INTRODUCTION AND HISTORY

Recently, Ms. Casey, owner and operator of Michigan by Bottle, resigned from her position as a Downtown Development Authority Board member for personal reasons. Her term does not expire until October 31, 2027. Mr. Townsend, owner of Clever Fox Cyclery, has graciously agreed to serve on the board for the remainder of Ms. Casey's term.

Please consider confirming the following appointment to fulfill the remainder of Ms. Casey's term.

Name	Board	Term Ending Date
Nicholas Townsend	Downtown Development Authority	October 31, 2027

STAFF RECOMMENDATION

A successful background check was completed and it is recommended that Nicholas Townsend be appointed to the Downtown Development Authority.

MOTION

Move to confirm the appointment of Nicholas Townsend to the Downtown Development Authority for a term ending October 31, 2027.



**CITY OF AUBURN HILLS
CITY CLERK'S OFFICE**

1827 N. Squirrel Rd., Auburn Hills MI 48326

Phone: 248.370.9402 Fax: 248.364.6719

CityClerk@auburnhills.org

www.auburnhills.org/cityboards

**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: Townsend Nicholas D
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 590 Shortridge Ave Rochester Hills 48307 580-919-1771
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: Nicholas@cleverfoxbikes.com

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? NA ARE YOU A U.S. CITIZEN: Yes

DO YOU WORK IN AUBURN HILLS? Yes LENGTH OF TIME EMPLOYED IN AUBURN HILLS: 6 Months

If you work in Auburn Hills, please list the name and address of the business:

Clever Fox Cyclery 3341 Auburn Rd 248-829-1912
(Business Name) (Number/Street) (Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: Downtown Development Authority

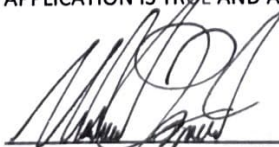
WHAT SPECIALTIES/EXPERIENCE/EDUCATION DO YOU BRING TO THIS BOARD/COMMISSION:
(Attach additional sheet if necessary)

I organized and led sales teams for Fortune 500 Companies, including local marketing and promotions, and currently own and operate Clever Fox Cyclery which has a massive focus on promoting community and involvement through cycling.

LIST ANY CIVIC/COMMUNITY ACTIVITIES THAT ARE YOU INVOLVED IN:
(Attach additional sheet if necessary)

Please return this form to the City Clerk's Office at the above address for processing. This information will be provided to the City Council, on a public agenda, for the use in making appointment to the various Boards and Commissions at the City Council Meeting.

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.


(Signature)

12-10-24
(Date)



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 5D

COMMUNITY DEVELOPMENT DEPARTMENT

To: City Council
From: Brian W. Marzolf, Mayor; Stephanie Carroll, Economic Development Manager
Submitted: December 30, 2024
Subject: Motion – To confirm the reappointment of Joseph Hopper to the Brownfield Redevelopment Authority

INTRODUCTION AND HISTORY

Please consider confirming the following reappointment to fulfill a four-year term.

Name	Board	Term Ending Date
Joseph Hopper	Brownfield Redevelopment Authority	12/31/2028

STAFF RECOMMENDATION

It is recommended that Joseph Hopper be reappointed to the Brownfield Redevelopment Authority.

MOTION

Move to confirm the reappointment of Joseph Hopper to the Brownfield Redevelopment Authority for a term ending 12/31/2028.



THU JUN 26 23 41:56

**CITY OF AUBURN HILLS
CITY CLERK'S OFFICE**

1827 N. Squirrel Rd., Auburn Hills MI 48326

Phone: 248.370.9402 Fax: 248.364.6719

CityClerk@auburnhills.org

www.auburnhills.org/cityboards

**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: HOPPER JOSEPH L
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 709 SOUTHAMPTON AUBURN HILLS 248-338-6217
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: HOPPERJJ@SBCGLOBAL.NET

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 50 + YRS. ARE YOU A U.S. CITIZEN: YES

DO YOU WORK IN AUBURN HILLS? NA LENGTH OF TIME EMPLOYED IN AUBURN HILLS: _____

If you work in Auburn Hills, please list the name and address of the business:

(Business Name) (Number/Street) (Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: TIFA & BROWN FIELD

WHAT SPECIALTIES/EXPERIENCE/EDUCATION DO YOU BRING TO THIS BOARD/COMMISSION:
(Attach additional sheet if necessary)

LIVING IN AUBURN HILLS FOR OVER 50 YEARS & SEEING HOW
WE HAVE DEVELOPED!

LIST ANY CIVIC/COMMUNITY ACTIVITIES THAT ARE YOU INVOLVED IN:
(Attach additional sheet if necessary)

AUBURN HILLS MORNING OPTIMIST CLUB 40 + YEARS

Please return this form to the City Clerk's Office at the above address for processing. This information will be provided to the City Council, on a public agenda, for the use in making appointment to the various Boards and Commissions at the City Council Meeting.

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Joseph L. Hopper
(Signature) (Date)



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 7A1
PLANNING COMMISSION



CITY OF AUBURN HILLS PLANNING COMMISSION MINUTES NOT YET APPROVED

December 11, 2024

CALL TO ORDER: Chairperson Ouellette called the meeting to order at 6:30 p.m.

ROLL CALL: Present: **Carolyn Shearer, Darlene MacMillan, Jack Ferguson, Cynthia Pavlich, Raymond Saelens, Greg Ouellette, Sam Beidoun, Dominick Tringali**
Absent: Laura Ochs
Also Present: Director of Community Development Steve Cohen, Assistant to the Director of Community Development Devin Lang, Director of Recreation and Senior Services Karen Adcock.
Guests: 1

LOCATION: Robert W. Grusnick Public Safety Building, 1899 N. Squirrel Road, Auburn Hills, MI 48326

3. PERSONS WISHING TO BE HEARD

4. APPROVAL OF MINUTES – November 13, 2024

Moved by Beidoun to approve the minutes of November 13, 2024.

Second by Saelens.

VOTE: Yes: Beidoun, Saelens, Pavlich, MacMillan, Shearer, Tringali, Ferguson, Ouellette
No: None Motion Carried (8-0)

5. PETITIONERS – None

6. UNFINISHED BUSINESS – None

7. NEW BUSINESS

7a. Discussion regarding various planning, zoning, and development items

Director of Recreation and Senior Services Adcock provided an update on the Livable Communities Initiative (formerly known as Age Friendly). Director Adcock provided the following information:

- “Rockstar Ideas” from Community Conversations have been compiled
- Staff is working on converting “Rockstar Ideas” into actionable items, which will be brought back before the Planning Commission after the first quarter of 2025.

Director of Community Development Cohen gave the Commission an extensive overview of the history of Auburn Hills zoning and the Master Land Use Plan. Director Cohen also provided an update on the available housing stock in Auburn Hills, the City’s rental rate, and how staff typically directed developer requests to construct new multifamily developments.

It was agreed that Mr. Cohen should create and present a formal housing policy at a future meeting for the Planning Commission to consider, per changes to state law that now require such a policy to be included in a municipality’s master plan.

7b. Cancellation of the January 8, 2025, Planning Commission Meeting

No regular business will be ready for consideration at the January 8, 2025 Planning Commission meeting, so the meeting will be canceled. However, this meeting may be rescheduled to later in the month to accommodate a review of the housing policy. If no meeting is scheduled, staff will strive to present this topic at the February 5, 2025 Planning Commission meeting.

8. COMMUNICATIONS - None

9. NEXT SCHEDULED MEETING

The next scheduled meeting is on Wednesday, February 5, 2025, at 7:00 p.m. in the Council Chamber, 1827 N. Squirrel Road.

10. ADJOURNMENT

There being no further business, Chairperson Ouellette adjourned the meeting at 8:18 p.m.

Submitted by:

Devin Lang

Construction Coordinator / Assistant to the Director of Community Development



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 7B

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: December 3, 2024
Subject: Motion – Approve the Performance Resolution for Governmental Agencies Annual Permit for Work on State Highway Right-Of-Way Required by MDOT

INTRODUCTION AND HISTORY

Each year, the Performance Resolution for Governmental Agencies, Annual Construction Permit is brought before the City Council for approval and submitted to the Michigan Department of Transportation (MDOT). This is required by MDOT for the purposes of issuing a permit for work within state highway right-of-way (ROW) by a municipality. The work allowed under this annual permit is identified on the face of what is referred to as the Annual Construction Permit for 2024 provided in the packet (Exhibit 2). An updated Annual Construction Permit for 2025 will be issued once the approved resolution is submitted. The resolution also includes the title of the designated persons authorized to sign permits outside of the typical ROW maintenance identified on the Annual Construction Permit. Do note that municipalities are exempt from permit fees when working within their municipal limits.

STAFF RECOMMENDATION

Staff recommend approval of the 2025 Annual Performance Resolution required by MDOT and designation of the City Manager, Assistant City Manager, Public Works Director, and the Managers of Public Utilities, Fleet and Roads, and Municipal Properties, as persons authorized to sign permits.

MOTION

Move 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.

EXHIBITS

Exhibit 1 – Performance Resolution

Exhibit 2 – 2024 Annual Construction Permit

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER

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 _____
(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:

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

the _____

(Name of Board, etc.)

of the _____ of _____

(Name of MUNICIPALITY)

(County)

at a _____ meeting held on the _____ day

of _____ A.D. _____.

Signed

Title

Print Signed Name



ANNUAL CONSTRUCTION PERMIT

For Operations within State Highway Right-of-Way

Issued To:
CITY OF AUBURN HILLS
1827 N SQUIRREL RD
AUBURN HILLS MI 48326-2749

Permit Number: 99023-098507-23-112723
Permit Type: Annual Application
Permit Fee:
Effective Date: Nov 27, 2023 to Dec 31, 2024
Bond Numbers:

Contact:
Jason Hefner
248-364-6931(O) 248-520-1164(Cell)
JHefner@auburnhills.org

Secondary Contact:
Steve Baldante
248-391-3777(O)
sbaldante@auburnhills.org

THIS PERMIT IS VALID ONLY FOR THE FOLLOWING PROPOSED OPERATIONS IN THE TYPE OF RIGHT OF WAY AS NOTED:

1-TREE TRIMMING AND TREE REMOVAL - See Supplemental Specifications item # 8 in the Terms and Conditions. IN FREE ACCESS STATE TRUNKLINE RIGHT-OF-WAY

2-UNDERGROUND UTILITY OPERATIONS - PRIOR APPROVAL SHALL BE OBTAINED FROM THE UTILITIES/PERMITS ENGINEER FOR ANY MAINTENANCE OR CONSTRUCTION OPERATIONS WHICH REQUIRE CUTTING PAVEMENT OR BORING OPERATIONS. IN FREE ACCESS STATE TRUNKLINE RIGHT-OF-WAY

- a. Installation of individual services from an existing facility to either side of the right of way. Services to the far right of way (crossing under the pavement) shall not exceed (3") diameter with this permit.
- b. Installation of cathodic protection devices.
- c. Installation of additional cable (electric or communication) in existing conduits.
- d. Installation of carrier pipes in an existing casing or tunnel.
- e. Adjustment/reconstruction of manholes.
- f. Routine maintenance of all existing underground facilities. IN LIMITED ACCESS STATE TRUNKLINE RIGHT-OF-WAY

3-AERIAL UTILITY OPERATIONS - These are limited to: IN FREE ACCESS STATE TRUNKLINE RIGHT-OF-WAY

- a. Adding / removing poles, conductors, guys and anchors within an existing lead. Installation of additional aerial crossing and service drops that do not require a new pole outside of the existing lead.
- b. Construction of new aerial crossing and service drops that do not require a new pole outside of the existing lead.
- c. Routine maintenance of all existing aerial facilities.

6-BANNERS - Legends will be specified on the advanced notice form. IN FREE ACCESS STATE TRUNKLINE RIGHT-OF-WAY

7-EMERGENCY OPERATIONS - See General Conditions item # 16 in the Terms and Conditions. IN FREE AND LIMITED ACCESS STATE TRUNKLINE RIGHT-OF-WAY

10-ROUTE CLOSURES - Attach event name, date, time and detour route. IN FREE ACCESS STATE TRUNKLINE RIGHT-OF-WAY

11-SIDE WALK CAFE's (Renewal Only). IN FREE ACCESS STATE TRUNKLINE RIGHT-OF-WAY

99023-098507-23-112723 Issued To: CITY OF AUBURN HILLS

This permit is incomplete without "General Conditions and Supplemental Specifications"**I certify that I accept the following:**

1. I am the legal owner of this property or facility, the owner's authorized representative, or have statutory authority to work within state highway Right-of-Way.
2. Commencement of work set forth in the permit application constitutes acceptance of the permit as issued.
3. Failure to object, **within ten (10) days** to the permit as issued constitutes acceptance of the permit as issued.
4. If this permit is accepted by either of the above methods, I will comply with the provisions of the permit.
5. I agree that Advance Notice for Permitted Activities for shall be submitted **5 days prior** to the commencement of the proposed work.

I agree that Advance Notice for Permitted Utility Tree Trimming and Tree Removal Activities shall be submitted **15 days prior** to the commencement of the proposed work for an annual permit.

CAUTION

Work shall NOT begin until the Advance Notice has been approved.
Failure to submit the advance notice may result in a Stop Work Order.

CITY OF AUBURN HILLS

Steve Galindo
MDOT

November 27, 2016
Approved Date

TSC Contact Info

Oakland TSC

(248) 451-0001

THE STANDARD ATTACHMENTS, ATTACHMENTS AND SPECIAL CONDITIONS MARKED BELOW ARE A PART OF THIS PERMIT.

STANDARD ATTACHMENTS:

- 1 Special Conditions For Underground Construction (2205C)
- 2 ENVIRONMENTAL REQUIREMENTS FOR ACTIVITIES WITHIN MDOT RIGHT-OF-WAY (2486)
- 3 Bat Nonfederal External Map 6-13-23 (Bat Advisory)
- 4 Historical and Archaeological Discoveries During Construction Operations Updated 03/22 (Const. Advisory)
- 5 Special Conditions For Tree Removal, Tree Trimming & Herbicide Application (2240)
- 6 Regulated Eastern Massasauga Rattlesnake Habitat Advisory 3-2-22 (Eastern Massasauga Rattlesnake Advisory)
- 7 System Operation Advisory-Fluorescent Sheeting Implementation Sept. 20, 2016 (SOA/Fluorescent Sheet)
- 8 General Conditions (General Conditions)

ATTACHMENTS

SPECIAL CONDITIONS

- 1 The Department of Transportation does not, by issuance of this permit, assume any liability claims or maintenance costs resulting from the annual permit activities facility placed by this permit. The Department reserves the right to require removal of all or any portion of this facility as needed for highway maintenance or construction purposes without replacement or reimbursement of any costs incurred by the permitted or other party. The permitted will defend, indemnify and hold harmless the Department for any claims whatsoever resulting from the construction or the removal of the authorized by this permit.
- 2 All disturbed areas within the right of way shall be top-soiled, seeded and mulched to match existing areas per current MDOT standards and specifications.
- 3 Submit "Advance Notice" via MDOT Permit Gateway at least 21 days prior to beginning your work, but no later than 5 days before your planned start date. This notice informs MDOT of your readiness to commence work. Once approved, reach out to your inspector a minimum of 72 hours in advance to determine required inspections and arrange scheduling.



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 7C

FIRE DEPARTMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Adam Massingill, Fire Chief
Submitted: December 26, 2024
Subject: Motion – To Enter Into An Interlocal Agreement With Oakland County For Oakland County Incident Management Team

INTRODUCTION AND HISTORY

An Incident Management Team (IMT) is a group of personnel specifically trained under FEMA's National Preparedness Model. These personnel are specially trained for the purpose of staffing Incident Command positions at large-scale events such as major fires, weather emergencies, or even larger planned events. IMT's are tasked with helping to organize and manage resources at these events for communities that may otherwise struggle to fill key command and control positions for days or weeks at a time.

The Oakland County Incident Management Team (OCIMT) was created by a group of local Fire Chiefs in 2005 to assist participating communities by providing command and control mutual aid assistance. From 2005 through 2022, OCIMT responded to multiple events throughout Oakland County and even throughout the State of Michigan to provide support for major events. The mutual aid agreement during those years was covered under the countywide mutual aid agreement system. The OCIMT now has grown to 45 highly trained members from 35 agencies across the region that provide mutual aid assistance for catastrophes as well as planned events.

Between Auburn Hills FD and Auburn Hills PD, there are now three OCIMT members active with the team. The ability for our three personnel to get specialized training and gain real-life experience through OCIMT makes our city better prepared to handle a disaster in our community. As a participating agency, the city has access to OCIMT and the full compliment of resources the team possesses.

In 2023, OCIMT had grown both in personnel and resources beyond a small local team. The decision was made to transition from the local team structure to a countywide team under the umbrella of Oakland County Emergency Management. As a result, an interlocal agreement is necessary for city employees to continue participating as well as enjoy the benefits if a disaster were to occur.

Attached is the interlocal agreement required for any municipality wishing to continue participating. The agreement has been reviewed by legal counsel and approved for council consideration.

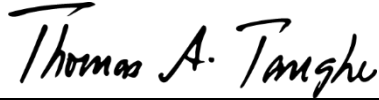
STAFF RECOMMENDATION

Staff recommend entering into the attached interlocal agreement for participation in the Oakland County Incident Management Team.

MOTION

Move to direct City Manager Tanghe to execute the Oakland County Incident Management Team Interlocal Agreement as presented.

I CONCUR:

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

THOMAS A. TANGHE, CITY MANAGER

OAKLAND COUNTY INCIDENT MANAGEMENT TEAM Interlocal Agreement between Oakland County and City of Auburn Hills

This Agreement (the "Agreement") is made between Oakland County, a Municipal and Constitutional Corporation, 1200 North Telegraph Road, Pontiac, Michigan 48341 ("County"), and the City of Auburn Hills located at 1899 N. Squirrel Road, Auburn Hills MI 48326 ("Participating Agency"). County and Participating Agency may be referred to individually as a "Party" and jointly as "Parties".

PURPOSE OF AGREEMENT

Pursuant to the Urban Cooperation Act of 1967, 1967 Public Act 7, MCL 124.501 *et seq.*, the County and the Participating Agency enter into this Agreement for the purpose of delineating the Parties' roles and responsibilities for their participation in the Oakland County Incident Management Team ("OCIMT") under the direction and supervision of the Oakland County Emergency Management Division ("Emergency Management Division").

The Parties understand that the OCIMT is an all-hazard approach to managing incidents or supporting Unified Commands with personnel trained and qualified in the National Incident Management System ("NIMS"), Incident Command System ("ICS"), and specific ICS positions. The OCIMT will provide support to an Incident Commander by performing ICS functions as required by the incident kind, type, and complexity. The goal is to work together to implement and achieve the NIMS Implementation Objectives of Command and Management at the scene of an incident/emergency, disaster, or catastrophe.

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the Parties agree to the following:

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows:
 - a. **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, exhibit and attachment.
 - b. **Claims** mean any alleged losses, claims, complaints, demands for relief or damages, lawsuits, causes of action, proceedings, judgments, deficiencies, liabilities, penalties, litigation, costs, and expenses, including, but not limited to, reimbursement for reasonable attorney fees, witness fees, court costs, investigation expenses, litigation expenses, amounts paid in settlement, and/or other amounts or liabilities of any kind which are incurred by or asserted against County or Participating Agency, or for which County or Participating Agency may become legally and/or contractually obligated to pay or defend against, whether direct, indirect or consequential, whether based upon any alleged violation of the federal or the state constitution, any federal or state statute, rule, regulation, or any alleged violation of federal or state common law, whether any such claims are brought in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened.

- c. **County** means Oakland County, a Municipal and Constitutional Corporation, including, but not limited to, all of its departments, divisions, the County Board of Commissioners, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, volunteers, and/or any such persons' successors.
 - d. **Day** means any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.
 - e. **Participating Agency** means the City of Auburn Hills including, but not limited to, its council, its Board, its departments, its divisions, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such persons' successors.
 - f. **Participating Agency Employee** means any employees, officers, directors, members, managers, trustees, volunteers, attorneys, representatives of Participating Agency, licensees, concessionaires, contractors, subcontractors, independent contractors, agents, and/or any such persons' successors or predecessors (whether such persons act or acted in their personal, representative or official capacities), and/or any persons acting by, through, under, or in concert with any of the above. "Participating Agency Employee" shall also include any person who was a Participating Agency Employee at any time during the term of this Agreement but, for any reason, is no longer employed, appointed, or elected in that capacity.
2. **PARTICIPATING AGENCY'S RESPONSIBILITIES.** Subject to the terms and conditions of this Agreement and applicable changes in law, the Participating Agency shall provide at least one Participating Agency Employee for membership in the OCIMT ("Participating Member"). All costs associated with employment, including, but not limited to wages, salary, overtime, benefits, local, state and federal taxes associated with employment, and Worker's Compensation Coverage, shall be the sole responsibility of the Participating Agency. The Participating Agency further understands and agrees that all Participating Members shall:
- a. Complete an application for membership and any other paperwork to be determined by the Emergency Management Division. It is within the sole discretion of the Emergency Management Division whether any Participating Agency's Employee shall become and remain a Participating Member. Participating Agency and Participating Member understand that if accepted to serve as a member of the OCIMT, the Participating Member may be deployed for a period of up to fourteen (14) Days. The length of deployment will depend on the incident type, but the Participating Agency must anticipate the maximum duration.
 - b. Comply with all of the OCIMT's policies and procedures.
 - c. Attend and successfully complete the following training:
 - i. NIMS ICS-100, 200, 700, and 800 (pre-requisites for OCIMT membership).
 - ii. NIMS IS-300 and 400 (pre-requisites for OCIMT membership).
 - iii. Command and General Staff Functions for Local IMT.

- iv. Position specific training, which will include classroom instruction, exercises, field experience, and completion of Position Task Books.
 - v. Any other training to be determined by the OCIMT.
 - d. Maintain annual continuing education requirements.
 - e. Maintain the ability to respond, when activated, for exercise or deployment within a time frame determined by the OCIMT.
 - f. Attend and participate in activation drills, whether deployed or not, for readiness assessment.
 - g. Not suffer any loss of pay, rank, leave time, or opportunity by the Participating Agency while participating in any training, deployment, drill, and/or exercise required by the OCIMT.
3. **PARTICIPATING AGENCY'S INSURANCE REQUIREMENTS.** The Participating Agency shall have adequate insurance coverage to protect it from any Claims arising under or related to this Agreement and its participation in the OCIMT.
4. **COUNTY'S RESPONSIBILITIES.**
- a. The County shall provide reimbursement to the Participating Agency in accordance with Section 6.
 - b. The County shall provide the Participating Agency with a copy of the OCIMT's policies and procedures.
5. **SCOPE OF AUTHORITY.** The OCIMT will provide support to an Agency having Jurisdiction (AHJ) during an incident/emergency, disaster, or catastrophe. However, the OCIMT will not take over the incident command and management from the AHJ, unless the OCIMT receives a Delegation of Authority from the AHJ.
6. **REIMBURSEMENT.**
- a. Reimbursement is not guaranteed and is contingent upon the County receiving reimbursement to pass through to the Participating Agency.
 - b. Any reimbursement shall be consistent with the Michigan Emergency Management Act (MCL 30.401 *et seq.*) and any existing mutual aid agreements, including the Michigan Emergency Mutual Aid Compact (Intrastate) and/or the Emergency Management Mutual Aid Compact (Interstate). If there is a Presidential Disaster Declaration for an incident/emergency, disaster, or catastrophe and the OCIMT is deployed, then the County may seek reimbursement in accordance with Federal Emergency Management Agency reimbursement policies.
 - c. If the Participating Agency has not executed a mutual aid agreement, then any reimbursement to the Participating Agency shall be made pursuant to the written procedures and policies established by the Director of the Emergency Management & Homeland Security Department, which may be amended from time to time in the sole discretion of the Director, upon written notice to the Participating Agency.
 - d. All reimbursement requests shall be supported by adequate documentation, as determined by the Emergency Management Division.

7. **OVERSIGHT.** The Oakland County Grant Allocation Committee (“GAC”) is comprised of representatives from local response agencies, organizations, and special operations teams that receive grant funding. GAC will provide recommendations and counsel regarding the direction and operation of the OCIMT.
8. **COMPLIANCE WITH LAWS.** Each Party shall comply with all federal, state, and local statutes, ordinances, regulations, administrative rules, and requirements applicable to its activities performed under this Agreement.
9. **PERMITS AND LICENSES.** Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees and/or agents necessary to perform all of its obligations under this Agreement. Upon request, a Party shall furnish copies of any permit, license, certificate, or governmental authorization to the requesting Party.
10. **DURATION OF INTERLOCAL AGREEMENT.**
 - a. The Agreement and any amendments hereto shall be effective when executed by both Parties with concurrent resolutions passed by the governing bodies of each Party, and when the Agreement is filed in accordance with MCL 124.510. The approval and terms of this Agreement and any amendments hereto shall be entered into the official minutes of the governing body of each Party.
 - b. This Agreement shall remain in effect until cancelled or terminated by either Party pursuant to Section 13.
11. **ASSURANCES.**
 - a. **Responsibility for Claims.** Each Party shall be responsible for any Claims made against that Party by a third party, and for its own acts and the acts of its employees, agents, and subcontractors arising under or related to this Agreement.
 - b. **Responsibility for Attorney Fees and Costs.** In any Claim that may arise from the performance of this Agreement, each Party shall seek its own legal representation and bear the costs associated with such representation, including judgments and attorney fees.
 - c. **No Indemnification.** Except as otherwise provided for in this Agreement, neither Party shall have any right under this Agreement or under any other legal principle to be indemnified or reimbursed by the other Party or any of its agents in connection with any Claim.
 - d. **Authorization and Completion of Agreement.** The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Party have legal authority to sign this Agreement and bind the Parties to the terms and conditions contained herein.

12. **DISCRIMINATION.** The Parties shall not discriminate against an employee or an applicant for employment in hiring, any terms and conditions of employment or matters related to employment regardless of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, genetic information, height, weight, disability, veteran status, familial status, marital status or any other reason, that is unrelated to the person's ability to perform the duties of a particular job or position, in accordance with applicable federal and state laws.
13. **TERMINATION OR CANCELLATION OF AGREEMENT.**
- a. Either Party may terminate or cancel this Agreement for any reason upon 30 Days written notice before the effective date of termination or cancellation. The effective date for termination or cancellation shall be clearly stated in the notice.
 - b. The County may immediately terminate or cancel this Agreement or a Participating Member's membership in the OCIMT, if the Participating Agency or Participating Member failed to comply, within the County's discretion, with federal, state, or local law, or any requirements contained in this Agreement. The County shall incur no penalty, expense, or liability if it terminates or cancels this Agreement in accordance with this Section.
14. **AGREEMENT MODIFICATION OR AMENDMENT.** Any modifications, amendments, rescissions, waivers, or releases to this Agreement must be in writing and agreed to by both Parties. Unless otherwise agreed, the modification, amendment, rescission, waiver, or release shall be signed by the same persons who signed the Agreement or other persons authorized by the Party's governing body.
15. **DELEGATION OR ASSIGNMENT.** Neither Party shall delegate or assign any obligations or rights under this Agreement without the prior written consent of the other Party.
16. **RESERVATION OF RIGHTS.** This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. Nothing in this Agreement shall be construed as a waiver of governmental immunity for either Party.
17. **NO THIRD-PARTY BENEFICIARIES.** Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.
18. **NO IMPLIED WAIVER.** Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
19. **SEVERABILITY.** If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed

from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.

20. **CAPTIONS.** The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural, any reference to gender, and any use of the nominative, objective or possessive case in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.
21. **NOTICES.** Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first-class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (i) the date of actual receipt; (ii) the next business day when notice is sent express delivery service or personal delivery; or (iii) three Days after mailing first class or certified U.S. mail.
 - a. If Notice is sent to County, it shall be addressed and sent to: Emergency Manager
1200 N. Telegraph Bld 47W Pontiac MI 48341
 - b. If Notice is sent to Participating Agency, it shall be addressed and sent to: 1899 N.
Squirrel Road, Auburn Hills MI 48326..
22. **GOVERNING LAW/CONSENT TO JURISDICTION AND VENUE.** This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any Claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan, the 50th District Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.
23. **SURVIVAL OF TERMS.** The Parties understand and agree that all terms and conditions of this Agreement that require continued performance, compliance, or effect beyond the termination date of the Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.
24. **ENTIRE AGREEMENT.** This Agreement represents the entire agreement and understanding between the Parties, and supersedes all other prior oral or written understandings, communications, agreements, or contracts between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any Party.

IN WITNESS WHEREOF, Thomas Tanghe, City Manager hereby acknowledges that he/she has been authorized by a resolution of the City of Auburn Hills, a certified copy of which is attached, to execute this Agreement on behalf of Participating Agency and hereby accepts and binds Participating Agency to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
Thomas Tanghe, City Manager, City of Auburn Hills

WITNESSED: _____ DATE: _____
Laura Pierce, Clerk, City of Auburn Hills

IN WITNESS WHEREOF, David Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners to execute this Agreement on behalf of Oakland County, and hereby accepts and binds Oakland County to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
David Woodward, Chairperson
Oakland County Board of Commissioners

WITNESSED: _____ DATE: _____
Oakland County Board of Commissioners
County of Oakland



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.

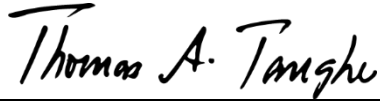
STAFF RECOMMENDATION

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:

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: 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.

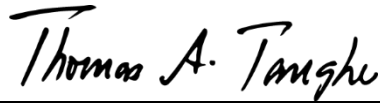
EXHIBITS

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 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 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.

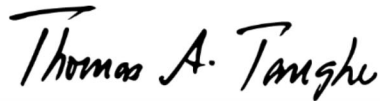
MOTION

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:



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 2nd 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 2nd 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 6th 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 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 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.



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.

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.

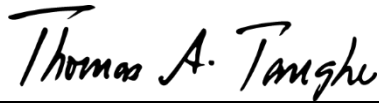
EXHIBITS

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.

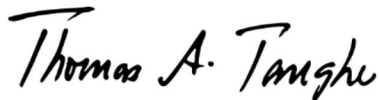
MOTION

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.

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 2nd 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 2nd 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 6th 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

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 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 Pierce

City Clerk

Centre Road Improvement Special Assessment District									
Special Assessment Roll									
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.



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.

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.

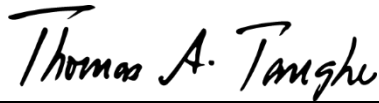
EXHIBITS

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.

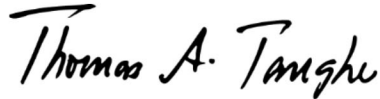
MOTION

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:



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 2nd 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 2nd 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 6th 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

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 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 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.



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2025

AGENDA ITEM NO 13A

13. CLOSED SESSION

No Electronic Information Available

MOTION

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

From: [Comcast Heartland](#)
Cc: [Woody, Eric](#)
Subject: (EXTERNAL)Comcast Programming Advisory
Date: Thursday, January 2, 2025 10:11:36 AM

You don't often get email from comcast_heartland@comcast.com. [Learn why this is important](#)

Good morning,

As part of our ongoing commitment to keep you and our customers informed about changes to Xfinity TV services, we wanted to update you that Comcast's right to continue carrying FuseTV HD and FM HD expired at 8:59pm Eastern time on December 31, 2024. As a result, absent a renewal of the agreement, we are not currently authorized to carry FuseTV HD and FM HD as part of our lineup. In your area, the change will impact the following channel(s):

- 1414 and 1638 respectively.

We always work to reach deals that make sense for our customers. To date, however, Comcast has been unable to reach an agreement to continue to carry FuseTV HD and FM HD content.

Since we are not currently authorized to carry FuseTV HD and FM HD programming, we have implemented a channel slate (advising of unavailability) on the channel and activated www.xfinity.com/programmingchanges to help keep our customers informed during this period. We will continue to provide updates to you and our customers as they become available.

Sincerely,

Eric Woody
Manager, External Affairs
Comcast, Heartland Region
41112 Concept Dr.
Plymouth, MI 48170

House bill prevents Oakland County communities from opting out of transit tax



SMART bus spotted in Pontiac, Feb. 28, 2022. Peg McNichol/MediaNews Group

By Tribune News Service | Tribune News Service
UPDATED: December 11, 2024 at 5:36 PM EST

A last-minute change to a House bill eliminating opt out allowances for transit tax votes in Wayne County would expand the legislation to also eliminate opt outs in Oakland County communities.

The bill, HB 6088, substituted on the House floor Tuesday evening changed the population threshold for those counties eligible for the change from 1.5 million people — Wayne County's population — to 1.1 million people — Oakland County's population — and eliminated a five-year cap on potential millages. Instead, the transit authority calling for a vote on a transit millage would set the duration at the time it went before voters.

Oakland County used the law creating a transit tax authority until 2022 when Democratic leaders including County Executive Dave Coulter worked around the law to pass a countywide millage that would be administered by the county, not a transit authority. The 2022 millage barred communities from opting out of the millage and dissolved the county's transit authority.

In 2022, Oakland County voters approved a 0.95-mill, 10-year property tax proposal aimed at connecting the county's regional transportation system and ending the ability of local communities to opt out of it. Voters approved it 57% yes, 43% no.

Oakland County's adoption of a countywide millage in 2022 came amid objections of elected leaders in the opt-out communities, calling the effort a "tax grab" and "theft."

The legislation gives the county the ability to run transit through an authority in the future, when the county's transit millage expires in 2032 or earlier, said Dave Woodward, chairman of the Oakland County commission. The ability to shift the millage to an authority would allow the county to remove it from its overall millage assessments, which is capped and sometimes used for county bond ratings. Woodward said the county may not pursue an authority, because it appears to cost more to operate than the county office.

"But we're still in the infancy of this county office, which is pretty lean," he said. "The lion's share of the millage money gets pushed out to individual transit authorities."

Prior to the 2022 millage, communities that opted out included **Auburn Hills**, in 2022, and historically Clarkston, Holly, Keego Harbor, Lake Angelus, Lake Orion, Leonard, Milford, Novi, Orchard Lake, Oxford, Rochester, Rochester Hills, Sylvan Lake, South Lyon, Wixom, Wolverine Lake and the townships of Addison, Brandon, Commerce, Groveland, Highland, Holly, Independence, Lyon, Milford, Oakland, Orion, Oxford, Rose, Springfield and Waterford.

"This is just a tool that counties can use to best secure a path for transit in their local communities," Woodward said. "In the short term, it doesn't change anything in Oakland County. I'm a firm believer that all tools should be made available to optimize decision making in the future."

Both Woodward and state Rep. Alabas Farhat, D-Dearborn, denied the bill would be used to advance a regional transit system noting a separate law, the Regional Transit Authority Act, is used for regional taxes. A 2016 effort to pass a \$4.6 billion regional transit tax for Wayne, Oakland and Macomb counties failed by one percentage point.

Woodward said he asked Farhat to add Oakland County to the bill and reduce the population threshold. He also alerted Macomb County officials to the option, he said, adding "it's in their hands to pursue it in this lame-duck session."

Macomb County has adopted a transit tax at the county as well; Macomb County Executive Mark Hackel did not return a message inquiring whether the county also was seeking inclusion in the opt out elimination legislation.

The legislation Farhat introduced would require 17 Wayne County communities that have opted out from the SMART bus system to participate in a vote with the rest of the county the next time the millage comes up for a vote. Currently, the 1-mill tax will come up for a countywide renewal vote in 2026.

"Right now, we have a patchwork of transit systems in Wayne County," Farhat said. "That's causing real problems for residents to get around."

The 17 communities are unlikely to overcome the general support from the rest of the county in an election, making it likely that those communities — some of which have opted out for nearly 40 years — would be opted into the tax and transit service.

Among the largest communities in the county that have opted out are Livonia, Canton Township, Northville and Detroit, which has its own bus system.

— Oakland Press multimedia reporter Peg McNichol contributed to this report.

Oakland University names a new VP and provost



If approved Thompson will begin her tenure effective May 19, 2025. Photo courtesy OU

By Matthew Fahr | mfahr@medianewsgroup.com | The Oakland Press

UPDATED: December 18, 2024 at 5:43 PM EST

Oakland University has hired Amy Thompson as executive vice president for academic affairs and provost.

Pending approval by OU's trustees, she will begin her tenure effective May 19, 2025.

Thompson is currently provost and senior vice president of academic affairs at Wright State University in Dayton, Ohio. She was selected following a national search that included 116 candidates.

Thompson replaces Kevin Corcoran, the interim vice president and provost.

"From student success and community engagement to diversity, equity and inclusion and from grant funding to program accreditation and assessment, the role of Provost is an incredibly demanding one," said OU President Ora Hirsch Pescovitz. "Dr. Thompson has demonstrated that she can lead teams in a collaborative manner toward success in all of these areas, and we look forward to seeing the benefits that her motivational leadership will bring to Oakland University."

She earned a Ph.D. in health education and a Master of Education in public health from the University of Toledo and a bachelor's degree in community health and health promotion from Central Michigan University.

OCC working with MSU on medical program partnership



MSU College of Human Medicine Dean Aron Sousa, (left) and OCC Chancellor Peter Provenzano, Jr. at the signing of the Early Assurance Opportunity partnership agreement. photo courtesy OCC

By Matthew Fahr | mfahr@medianewsgroup.com | The Oakland Press

UPDATED: December 11, 2024 at 5:36 PM EST

Oakland Community College and Michigan State University College of Human Medicine have agreed to establish a cooperative program of pre-medical/medical education.

OCC students who transfer as undergraduate pre-medical students to MSU will have the opportunity to be granted early admission to the medical school.

These students will receive academic advising directed at admission to the medical school and will be enrolled in a program of clinical and service experiences in preparation for admission.

"We are committed to bringing well-qualified premedical students from Oakland Community College to MSU and the College of Human Medicine," said Aron Sousa, dean of the MSU medical school. "This is a long-term vision for enhancing health care in Southeast Michigan and beyond. Local students may wish to return home one day to practice in greater Detroit."

"This outstanding partnership provides OCC students with a clear pathway to a smooth transition into MSU and the College of Human Medicine," said OCC Chancellor Peter Provenzano, Jr. "The agreement will especially benefit our Health Sciences students who plan to transfer to MSU with the ultimate goal of attending medical school."

Preference for EAO admission will be given to former OCC students who now apply as an MSU student and may not otherwise be familiar with what goes into preparing for premedical and medical school application processes. These students must also meet one or more of the following criteria:

- First generation college student
- Graduate from a low-income high school as defined by the U.S. Dept. of Education
- Eligible for or a recipient of an undergraduate PELL or institutional need-based grant
- Graduate from an underserved (health professional shortage) urban or rural area
- Demonstrates interest in a high-need medical specialty area

For more information, visit humanmedicine@msu.edu.