



## AUBURN HILLS MEETING SCHEDULE

248-370-9402 | WWW.AUBURNHILLS.ORG

### AUGUST, 2023

DAY	TITLE	TIME	LOCATION
7	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
7	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
8	Tax Increment Finance Authority	4:00 PM	Fieldstone Golf Club 1984 Taylor Road <b>NEW LOCATION</b>
9	Public Safety Advisory Committee	5:00 PM	Public Safety Building 1899 N. Squirrel Road
9	Planning Commission	6:30 PM	Hawk Woods Lodge 3799 Bald Mountain Road <b>TIME CHANGE &amp; NEW LOCATION</b>
10	Zoning Board of Appeals	7:00 PM	<b>CANCELED</b>
14	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
<del>15</del>	<del>Brownfield Redevelopment Authority</del>	<del>6:00 PM</del>	<b>RESCHEDULED TO THE 29<sup>th</sup></b>
15	Elected Officials Compensation Commission	6:00 PM	Council Conference Room 1827 N. Squirrel Road
21	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
<del>22</del>	<del>Public Safety Advisory Committee</del>	<del>5:00 PM</del>	<b>RESCHEDULED TO THE 9<sup>th</sup></b>
29	Brownfield Redevelopment Authority	5:00 PM	Administrative Conference Room 1827 N. Squirrel Road

**NOTE:** Anyone planning to attend the meeting who has need of special assistance under the American's 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 please to make the necessary arrangements. PLEASE BE ADVISED, DUE TO A LACK OF AGENDA ITEMS, SOME MEETINGS MAY BE CANCELED.



## AUBURN HILLS MEETING SCHEDULE

248-370-9402 | WWW.AUBURNHILLS.ORG

### SEPTEMBER, 2023

DAY	TITLE	TIME	LOCATION
11	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
11	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
11	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
12	Tax Increment Finance Authority Informational Meeting	4:00 PM	Administrative Conference Room 1827 N. Squirrel Road
13	Pension Board/Retiree HealthCare	3:00 PM	Administrative Conference Room 1827 N. Squirrel Road
13	Planning Commission	7:00 PM	Council Chamber 1827 N. Squirrel Road
14	Zoning Board of Appeals	7:00 PM	Council Chamber 1827 N. Squirrel Road
18	Downtown Development Authority	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
19	Brownfield Redevelopment Authority	6:00 PM	Administrative Conference Room 1827 N. Squirrel Road
25	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
25	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road

**NOTE:** Anyone planning to attend the meeting who has need of special assistance under the American's 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 please 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, AUGUST 7, 2023**

**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](http://www.auburnhills.org)

**Workshop Topic:**

- Stormwater Issues / Stormwater Utility

**1. MEETING CALLED TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL OF COUNCIL**

**4. APPROVAL OF MINUTES**

4a. City Council Regular Meeting Minutes, July 24, 2023.

**5. APPOINTMENTS AND PRESENTATIONS**

5a. Promotion of Officer Chad Taylor to the rank of Detective

**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. Tax Increment Finance Authority, July 11, 2023

7a2. Tax Increment Finance Authority Special Meeting, July 25, 2023

7b. Motion – To receive the AndCo Consulting 2<sup>nd</sup> Quarter Cash Management Investment Performance Review.

7c. Motion – To approve the purchase of seven replacement vehicles.

7d. Motion – To approve a change order for asphalt path repairs and budget amendments for the Veterans Memorial project.

7e. Motion – To approve carpet replacement at the Police Department.

7f. Motion – To approve design work for Fire Station 2 Modernization Project.

**8. UNFINISHED BUSINESS**

8a. Motion – To consider non-renewal of Comfort Suites hotel license.

**9. NEW BUSINESS**

9a. Public Hearing / Motion – To approve the resolution for the Proposed Street Name Change of Phillips Road to Bald Mountain Road, North of Walton Boulevard with an effective date of October 1, 2023.

**10. COMMENTS AND MOTIONS FROM COUNCIL**

**11. CITY ATTORNEY REPORT**

**12. CITY MANAGER REPORT**

**13. ADJOURNMENT**

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



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: AUGUST 7, 2023

AGENDA ITEM NO 4A

CITY COUNCIL



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

JULY 24, 2023

**CALL TO ORDER:**

Mayor McDaniel at 7:00 PM.

**LOCATION:**

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

Present: Mayor McDaniel, Council Members Carrier, Cionka, Hawkins, Knight, Marzolf, 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, Community Development Director Cohen, Construction Coordinator Lang, Recreation and Senior Services Director Adcock, General Manager of Fieldstone Golf Club Hierlihy, DPW Director Baldante, Manager of Fleet & Roads Hefner, Management Assistant Hagge, Engineer Driesenga

10 Guests

**4. APPROVAL OF MINUTES**

4a. City Council Regular Meeting Minutes, July 10, 2023.

**Moved by Carrier, Seconded by Hawkins.**

**RESOLVED: To approve the City Council Regular Meeting Minutes of July 10, 2023.**

**VOTE: Yes: Carrier, Cionka, Hawkins, Knight, Marzolf, McDaniel, Verbeke**

**No: None**

**Resolution No. 23.07.078**

**Motion Carried (7 - 0)**

**5. APPOINTMENTS AND PRESENTATIONS**

**6. PUBLIC COMMENT**

David Sanders, 224 Juniper, expressed concern with the state of the construction site on Primary Street. He stated that he likes the caution lights on the crosswalks in town. Mayor McDaniel noted that the code enforcement officers continuously check to seek compliance on the Primary Street construction site.

Tyler Stefancin, 3117 Lincolnview, questioned Zoning Ordinance Section 18.13 regarding the storage of recreational vehicles, specifically converted recreational vehicles. He explained the State process to convert a vehicle which irradiates the history of the vehicle. He shared a photo of the E-Series Cutaway vehicle that he



owns and a current photo of it parked in his driveway. He requested to be allowed to continue to park his vehicle, which is going to be converted into a recreational vehicle.

Mayor McDaniel confirmed that non-traditional buses and vans that are converted are not allowed to be stored on a residential site. Mr. Beckerleg explained that in looking at the photo, his vehicle is clearly a bus which is prohibited under the ordinance.

**7. CONSENT AGENDA**

7a. Motion - To proclaim September 11-17, 2023 as Patriot Week and September 11, 2023 as Patriot Day in the City of Auburn Hills.

**RESOLVED: To proclaim September 11-17, 2023 as Patriot Week and September 11, 2023 as Patriot Day in the City of Auburn Hills. (Attachment A)**

7b. Motion – To accept an amendment to the Senior Center Grant Agreement for Local Fiscal Recovery Fund Distribution.

**RESOLVED: To accept an amendment to the Senior Center Grant Agreement for Local Fiscal Recovery Fund Distribution Between Oakland County and the City of Auburn Hills.**

7c. Motion – To approve a five-year golf car lease at Fieldstone Golf Club.

**RESOLVED: To approve the 2024 Golf Car Fleet Operational Lease with Midwest Golf & Turf for a total amount not to exceed \$480,266.10, distributed over five years at an annual expense of \$96,053.22 and authorize the City Manager to convey acceptance by purchase order.**

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

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

**VOTE: Yes: Carrier, Cionka, Hawkins, Knight, Marzolf, McDaniel, Verbeke**

**No: None**

**Resolution No. 23.07.079**

**Motion Carried (7 - 0)**

**8. UNFINISHED BUSINESS**

8a. Motion – To consider non-renewal of Comfort Suites hotel license.

Ms. Pierce reviewed the conditions in which Comfort Suites has been operating since the last City Council meeting. Comfort Suites was to have fully operating smoke detectors in place, the pool area was to remain closed until the violations in that area were corrected and the fire watch had to continue. It was shared that upon a follow up inspection, the smoke detectors had been installed however, the sprinkler heads had been painted over making them non-compliant. The violations in the pool area were addressed and the fire watch has continued. It was also reported that Oakland County Treasury was contacted to confirm all taxes were paid for this property, and it was reported that there is a balance of just over \$3,500 due.

Chief Massingill confirmed that an inspection was completed this morning and confirmed that there had been some work completed however there are still around sixteen items that need to be addressed, one being the fire alarm panel. Some of the sprinkler heads have been replaced however, they have been painted over and now need to be repaired. Chief Massingill shared the main concern is that the fire alarm system is not alerting Oakland County Dispatch which would in turn alert the Auburn Hills Fire Department if there was an issue.

Mr. Lang, Community Development, reported that the open building permits and the electrical issues that were identified at the last meeting have not been corrected. The facility has missing electrical covers, making the junction boxes open and accessible.

Mr. Lyle Russell, attorney for Comfort Suites, Mr. Robert Haywood and Mr. Dinesh Chaundhary, Representing Comfort Suites were present in the meeting. Mr. Russell stated that Mr. Janantik Pandya (John) is the current owner, and he was not present due to an accident.

Mr. Haywood explained that the detectors that were defective have now been replaced and that the notification system does work. He clarified that the only error on the panel was because the fire sprinkler had been turned off so he could replace the sprinkler heads. He explained that the fire panel requires two phone lines and one of the lines got crossed. The phone company has been notified that this needs to be fixed. He stated that he is at their mercy for repairing the issue. Mr. Haywood stated that he is looking into a cell line as a backup. He also shared that the fire watch is still going on and that no guest is staying in an area that is unprotected. He stated that there are one or two fire doors that are not closing properly. Based on fire code, they are able to repair the doors instead of replacing them which will save money but is an issue that will take time to resolve.

It was stated that while progress has been made over the past thirty days, the concern continues to be the health, safety and welfare of anyone staying there and making sure if there is an issue that the building is notified, and people can get out safely.

Mr. Russell commented that the prospective buyers will purchase this location if the compliance issues are corrected. If not, the sale is off.

Mr. Hawkins asked if any lives were at risk due to the violations that still exist at Comfort Suites, and why do we continue to kick this issue down the road. He expressed his frustration and stated that this is unacceptable in Auburn Hills and that this is not the type of facility we want in our City.

Mr. Marzolf shared his concerns as well. He asked if the guests are informed that there is not a properly working alarm system and that they are on a fire watch. Mr. Haywood confirmed that they are not.

Mayor McDaniel stated that there needs to be a definitive timeframe for the phone line so this problem can be solved. There are issues here that are life threatening. He instructed that the delinquent tax payments be paid directly to Oakland County with the receipt being delivered to the City Clerk's Office.

**Moved by Verbeke, Seconded by Carrier.**

**RESOLVED:** To grant a two week extension to the applicant to complete all of the items set forth on Mr. Lang's report as well as the Fire Department's report, except that the fire alarm panel has to be fully operational by tomorrow at 3:00 PM, the sprinkler system has to be fully operational working by tomorrow at 3:00 PM, a backup radio to serve as a backup system has to be paid for with proof of an invoice by 3:00 PM tomorrow, the personal property taxes due and owing in the amount of approximately \$3,500 have to be paid tomorrow. If those four items are not done tomorrow by 3:00 PM then the request for renewal will be denied. If those items are done tomorrow by 3:00 PM, then they will have the remainder of the two weeks to complete the other items on Mr. Lang, Mr. Toss, and Chief Massingill's reports.

**VOTE: Yes: Carrier, Cionka, Knight, McDaniel, Verbeke**

**No: Hawkins, Marzolf**

**Resolution No. 23.07.080**

**Motion Carried (5 - 2)**

**9. NEW BUSINESS**

**9a. Motion – Accept the Introduction of the Resolution for the Proposed Street Name Change of Phillips Road to Bald Mountain Road, North of Walton Boulevard and Set the Public Hearing for Adoption at the Meeting of August 7, 2023.**

Mr. Lang explained that the City has initiated the process of changing the name of Phillips Rd from north of Walton Blvd to Bald Mountain Rd. A Public Hearing should be held to hear comments on the proposed change. The change is being proposed for safety reasons and improved wayfinding for emergency services and the general public. The construction of the new roundabout that connects Phillips Rd, Shimmons Rd, and Lapeer Rd prompted this change. The elimination of the existing Lapeer Rd crossover has resulted in the fragment of Phillips Rd which merges into Bald Mountain Rd to no clear point of change. This change will eliminate problems caused by having two roads with the same name that do not connect. This is a critical improvement for public safety and ensures that resources are not mistakenly routed to the wrong location. In addition, this will make Bald Mountain Rd a continuous north/south throughfare between Walton Blvd and Dutton Rd. If adopted, property owners directly impacted by the name change will be notified to allow them time to make necessary arrangements and notify others of their new address. Mr. Lang confirmed that this will affect eight residences, three utility addresses for metering purposes and one church.

**Moved by Knight, Seconded by Cionka.**

**RESOLVED:** To accept the introduction of the attached resolution for the proposed street name change of Phillips Road to Bald Mountain Road, north of Walton Boulevard, and set the public hearing for adoption at the meeting of August 7, 2023. (Attachment B)

**VOTE: Yes:** Carrier, Cionka, Hawkins, Knight, Marzolf, McDaniel, Verbeke

**No:** None

**Resolution No. 23.07.081**

**Motion Carried (7 - 0)**

**10. COMMENTS AND MOTIONS FROM COUNCIL**

Mr. Marzolf stated that he likes the flashing signals being used at the crosswalks located at the Clinton River Trail and at Squirrel and Auburn. He would like to see more of them used throughout the City.

**11. CITY ATTORNEY REPORT**

**12. CITY MANAGER REPORT**

Mr. Tanghe commented on the condition of the hotel discussed tonight.

**13. ADJOURNMENT**

Hearing no objections, the Mayor adjourned the meeting at 8:09 PM.

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Kevin R. McDaniel, Mayor

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Laura M. Pierce, City Clerk



## ATTACHMENT A

# PROCLAMATION

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### **PATRIOT WEEK SEPTEMBER 11 - 17, 2023**

**WHEREAS,** throughout our country's history, the people of our great state and nation have worked together to ensure the preservation of the American ideals of freedom and liberty we enjoy today; and

**WHEREAS,** American patriotism has endured through times of turmoil and times of peace, carrying our nation through the darkest days of history and strengthening our commitment to the ideals upon which our country was founded; and

**WHEREAS,** in great reverence to the victims of the attacks on September 11, 2001, and recognition of the signing of the Constitution on September 17, 1787, Patriot week is a time to celebrate the principles set forth by our Founding Fathers as well as the countless Patriots, vital documents, speeches, and flags that helped make America the great nation it is today.

**NOW, THEREFORE BE IT RESOLVED,** that I, Kevin McDaniel, Mayor of Auburn Hills, do hereby proclaim September 11 - 17, 2023 as PATRIOT WEEK and September 11, 2023, as PATRIOT DAY throughout the City and encourage all residents to renew their appreciation and understanding of America's spirit and reflect on the importance of patriotism to America's past, present, and future.

Hereby presented on this \_\_\_\_ day of July, 2023,  
on behalf of the Auburn Hills City Council.

Kevin R. McDaniel, Mayor

## **ATTACHMENT B**

### **RESOLUTION APPROVING THE PROPOSED STREET NAME CHANGE OF PHILLIPS ROAD FROM BALD MOUNTAIN ROAD, NORTH OF WALTON BOULEVARD**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the \_\_\_\_ day of August 2023, the following resolution was offered by Councilperson \_\_\_\_ and supported by Councilperson \_\_\_\_:

WHEREAS, the City of Auburn Hills has initiated action to rename the public road from Phillips Road to Bald Mountain Road, north of Walton Boulevard;

WHEREAS, a roundabout was constructed at the previous intersection of Phillips Road and Shimmons Road, connecting this intersection to Lapeer Road;

WHEREAS, the previous vehicle access from Bald Mountain Road to Lapeer Road has been permanently closed;

WHEREAS, the City Council held a public hearing on August 7, 2023 to receive comments and consider the proposed street name change per the City's Code of Ordinances;

WHEREAS, the City Council has determined that renaming the entire length of Phillips Road, north of Walton Boulevard, is in the best interest of public health and safety as it would create a clear and continual street name for the entire public roadway once complete. The new street name would assist in rapid property identification by emergency first responders and improve traffic navigation for the general population.

NOW, THEREFORE, it is hereby resolved that the City Council of the City of Auburn Hills approves and authorizes the renaming of Phillips Road, north of Walton Boulevard. Said portion of the roadway is shown on Exhibit A. The street name change will officially be implemented on October 1, 2023.

AYES:

NAYES:

ABSENT:

ABSTENTIONS:

STATE OF MICHIGAN )  
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 \_\_\_\_ day of August 2023, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_ day of \_\_\_\_\_, 2023.

Laura M. Pierce, City Clerk



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

**MEETING DATE: AUGUST 8, 2023**

**AGENDA ITEM NO 7A1**

**TAX INCREMENT FINANCE AUTHORITY**

**“Not Yet Approved”  
CITY OF AUBURN HILLS  
TAX INCREMENT FINANCE AUTHORITY MEETING**

**July 11, 2023**

**CALL TO ORDER:** Chairman Kneffel called the meeting to order at 4:01 PM.

<b>ROLL CALL:</b>	Present:	Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge, Waltenspiel
	Absent:	None
	Also Present:	Brandon Skopek, Assistant City Manager / TIFA Executive Director; Andrew Hagge, Management Assistant
	Guests:	Six

**LOCATION:** Auburn Hills City Hall, Administrative Conference Room, 1827 N. Squirrel Road, Auburn Hills, MI 48326

**PERSONS WISHING TO BE HEARD**

None.

**APPROVAL OF MINUTES**

**A. TIFA Regular Meeting Minutes – June 13, 2023**

There was no discussion on the approval of the minutes.

**Moved by Mr. Goodhall to approve the TIFA Board of Directors Meeting Minutes from June 13, 2023 as presented.  
Seconded by Mr. Carrier**

<b>Yes:</b>	<b>Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge, Waltenspiel</b>
<b>No:</b>	<b>none</b>

**Motion carried**

**CORRESPONDENCE & PRESENTATIONS**

None.

**CONSENT AGENDA**

The following item was removed from the Consent Agenda:

- Item A (FY 2023 Adopted Budget and YTD Summary – June 30, 2023) by Mr. Moniz

**A. FY 2023 Adopted Budget and YTD Summary – June 30, 2023**

Mr. Moniz removed this item to inquire about the water costs associated with the splash pad and the potential to explore opportunities to lessen the splash pad water costs. Mr. Skopek informed the Board that City staff is currently alternatives to bring down the splash pad costs.

Moved by Mr. Moniz to receive and file the financial report for the period ending June 30, 2023.  
 Seconded by Mr. Goodhall

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge, Waltenspiel  
 No: none

**Motion carried**

#### **UNFINISHED BUSINESS**

None.

#### **NEW BUSINESS**

##### **A. Consider Approval of Liquor License Transfer Agreement – Hot Taco of Auburn Hills, LLC**

Mr. Skopek introduced the representatives from Hot Taco of Auburn Hills, LLC and briefly discussed their new restaurant, which will be located at 3300 Auburn Road. Additionally, representatives of Hot Taco of Auburn Hills, LLC and Designhaus, presented the business plan for the restaurant, which will be named Cantina El Dorado. The presentation included the restaurant's hours of operations, design and layout, potential parking concerns, and touched on their history as restaurant owners and managers.

Moved by Mr. Goodhall to approve the attached agreement between the Auburn Hills Tax Increment Finance Authority and Hot Taco of Auburn Hills, LLC, and authorize the Executive Director to execute the agreement. Further, approve the Auburn Hills Tax Increment Finance Authority recommending to the Michigan Liquor Control Commission that the Auburn Hills Tax Increment Finance Authority's liquor license be removed from escrow and placed into active operation in the name of and for use by Hot Taco of Auburn Hills, LLC at Hot Taco of Auburn Hills, LLC's restaurant at 3300 Auburn Road, Auburn Hills, Michigan, subject to the terms of the Agreement between the Auburn Hills Tax Increment Finance Authority and Hot Taco of Auburn Hills, LLC. Included in this Motion to Approve is a condition that in the event that the liquor license is not placed in Hot Taco of Auburn Hills, LLC's name by the Michigan Liquor Control Commission, but remains in the name of the Auburn Hills Tax Increment Finance Authority during Hot Taco of Auburn Hills, LLC's use of the liquor license, said Agreement will be revised to add language providing that Hot Taco of Auburn Hills, LLC will obtain a liquor license liability insurance policy in an amount satisfactory to the Auburn Hills Tax Increment Finance Authority and name the Auburn Hills Tax Increment Finance Authority and the Auburn Hills Tax Increment Finance Authority Board as additional insureds and the Agreement also being revised to include language providing that Hot Taco of Auburn Hills, LLC will indemnify and hold harmless the Auburn Hills Tax Increment Finance Authority and its Board, Directors, agents, representatives, successors and assigns, from any liability, damages, claims, injuries, lawsuits, verdicts, judgments, attorney's fees and costs arising from and/or pertaining to Hot Taco of Auburn Hills, LLC's use of the liquor license and/or the operation of its restaurant at 3300 Auburn Road, Auburn Hills, Michigan.

Seconded by Mr. Moniz

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge, Waltenspiel  
 No: None

**Motion Carried**

##### **B. Budget Amendment for Finance/Treasurer Office Renovation**

Mr. Skopek presented the agenda item regarding a budget amendment for an office renovation in the Finance and Treasury departments. Currently, the TIF-D budget contains \$20,000 for carpet replacement in the Finance, Treasury, Clerk, and Assessing offices. The budget amendment would increase that budget by \$80,000. The \$100,000 would be used for an office renovation, as opposed to just carpet replacement, which would include new office furniture, carpet, and paint. City staff would begin to put the necessary work out to bid and begin the process for the Finance and Treasury departments office renovation.

Moved by Mr. Moniz to approve a budget amendment to the fiscal year 2023 TIF-D budget, increasing appropriations by \$80,000 for office renovations at City Hall.

Seconded by Mr. Carrier

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge, Waltenspiel

No: None

**Motion Carried**

#### **EXECUTIVE DIRECTOR UPDATE**

Mr. Skopek informed the Board on the latest updates regarding development and construction timeline of the new downtown development, The Webster. Additionally, Mr. Skopek foreshadowed to the Board that an agenda item aimed to assist The Webster development with construction would be presented to the Board at an upcoming TIFA Board meeting.

#### **BOARD MEMBER COMMENTS**

Mr. Goodhall inquired about issues that can arise from Board member communications taking place on email. Mr. Skopek informed the Board on what does and does not violate the Open Meetings Act.

#### **ANNOUNCEMENT OF NEXT MEETING**

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, August 8, 2023 at 4:00 p.m. at Fieldstone Golf Club, 1984 Taylor Road, Auburn Hills, Michigan 48326.

#### **ADJOURNMENT**

Moved by Mr. Moniz to adjourn the TIFA Board meeting.

Seconded by Mr. Waltenspiel

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge, Waltenspiel

No: None

**Motion carried**

**The TIFA Board of Directors meeting adjourned at 4:53 p.m.**

Steve Goodhall  
Secretary of the Board

Andrew Hagge  
Management Assistant





# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: AUGUST 8, 2023

AGENDA ITEM NO 7A2

TAX INCREMENT FINANCE AUTHORITY

**“Not Yet Approved”  
CITY OF AUBURN HILLS  
TAX INCREMENT FINANCE AUTHORITY SPECIAL MEETING**

**July 25, 2023**

**CALL TO ORDER:** Chairman Kneffel called the meeting to order at 4:01 PM.

**ROLL CALL:** Present: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge  
Absent: Waltenspiel  
Also Present: Brandon Skopek, Assistant City Manager / TIFA Executive Director; Tom Tanghe, City Manager; Adam Massingill, Fire Chief; Steve Baldante, Director of Public Works  
Guests: None

**LOCATION:** Auburn Hills City Hall, Administrative Conference Room, 1827 N. Squirrel Road, Auburn Hills, MI 48326

**PERSONS WISHING TO BE HEARD**

None.

**NEW BUSINESS**

**A. Award a Contract for Professional Services for the Fire Station 2 Modernization Project**

Mr. Massingill presented a memo dated July 17, 2023. He noted that the goal of this modernization project is to improve working conditions, increase productivity, and improve service delivery out of Station 2. The plan includes updating workstations and improving the layout of the station, relocating bunkrooms from the basement to the first floor, which will decrease response times, and constructing warm and cool zones that provide for decontamination areas. He noted that the first floor was previously the home to the Fire Department Administrative Staff, but those staff members have now moved to a new building on the Municipal Campus so that the modernization project could begin. Six bids were received for the design work, with the Spicer Group being the low bid. Following a favorable interview with the firm, staff is recommending approval of a bid award for the design services to Spicer Group. He concluded by mentioning that this station was not originally built for 24-hour shifts, so the upgrades are necessary to function as a 24-hour station.

**Moved by Mr. Carrier to award a contract for professional services for architectural design for the Fire Station 2 Modernization Project to Spicer Group in the amount not to exceed \$58,500. Funding for this endeavor is budgeted in account number 253-737-975.000-FIRESTATION2.**

**Seconded by Mr. Moniz**

**Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge**  
**No: None**

**Motion Carried**

**EXECUTIVE SESSION**

**A. Discussion of the Acquisition of Real Estate**

Moved by Mr. Moniz to adjourn the regular session and enter into Executive Session to discuss the acquisition of real estate at 4:20 p.m.

Seconded by Mr. Carrier

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge  
No: None

Motion Carried

*Minutes filed under separate cover.*

Moved by Dr. Eldredge to adjourn the Executive Session regarding the discussion of the acquisition of real estate and return to regular session at 4:49 p.m.

Seconded by Mr. Goodhall

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge  
No: None

Motion Carried

#### **ADJOURNMENT**

Moved by Mr. Goodhall to adjourn the Special TIFA Board meeting.

Seconded by Mr. Moniz

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge  
No: None

Motion carried

The TIFA Board of Directors Special Meeting adjourned at 4:49 p.m.

Steve Goodhall  
Secretary of the Board

Brandon Skopek  
Assistant City Manager



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

**MEETING DATE: AUGUST 7, 2023**

**AGENDA ITEM NO 7B**

**FINANCE**

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Salvatore Vittone, Deputy Treasurer**  
**Submitted: July 31, 2023**  
**Subject: Motion – To receive and file the AndCo Consulting 2nd quarter Cash Management Investment Performance Review**

## **INTRODUCTION AND HISTORY**

Public Act 213 of 2007 requires local governments to prepare periodic investment reports for presentation to the governing body. The investment of the City's working capital or surplus monies is governed by the City's Investment Policy document which incorporates both state (Public Act 20 of 1943 as amended) and local statutes.

In January of 2011, the City engaged the services of a third-party consultant to provide a level of due diligence beyond internal staff review, perform quarterly reviews of the performance of the City's investment portfolio, and to ensure the City's investment portfolio remains in compliance with Public Act 20. Currently, the City's investment consultant is Brian Green of AndCo Consulting, and Mary Donovan of Insight Investment serves as the City's investment manager.

Beginning in 2015, cash and investment reporting was provided quarterly in a summarized format, to be included on the consent agenda. The City's investment consultant began addressing City Council a minimum of two times during the year, regarding the City's managed cash and investments.

Attached is the 2nd quarter 2023 investment performance review condensed report prepared by AndCo Consulting. The select pages include both a Summary and Executive report. These pages provide a summary of the City's asset allocation of investments, past and current performance, market values, and an evaluation. The complete 17-page quarterly report is filed with the City Clerk and available for review at any time.

As has been the practice, AndCo Consulting's report includes only managed cash invested through Insight Investment, the Local Government Investment Pool, Michigan CLASS, and Certificate of Deposits. Cash held by the city for operational needs, in a non-interest-bearing checking account, is not reported.

As of June 30, 2023 (unaudited), there was approximately \$40.8 M available for City operations in the City's operational checking account and allocated as follows:

- \$20.6 M Governmental Funds
- \$8.9 M Enterprise Funds
- \$2.7 M Internal Service Funds
- \$8.5 M Component Unit Funds

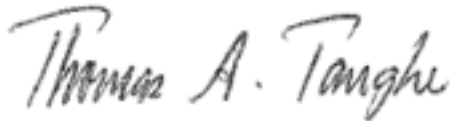
**STAFF RECOMMENDATION**

Staff recommends the acceptance of the 2023 2nd quarter ending June 30, 2023 Cash Management Investment Performance review as attached and submitted by AndCo Consulting.

**MOTION**

**Move to receive and file the AndCo Consulting 2nd quarter Cash Management Investment Performance Review.**

I CONCUR:

A handwritten signature in dark ink, reading "Thomas A. Tanghe". The signature is written in a cursive, flowing style.

---

THOMAS A. TANGHE, CITY MANAGER

Investment Performance Review  
Period Ending June 30, 2023

## **City of Auburn Hills - Cash Management**

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## CONCLUSIONS

1. Investment Results for the \$93.5 million portfolio managed by Insight Investment and the Finance Director/Treasurer fell below expectations for the quarter and for the trailing year. The investment rate of return was +0.23% for the quarter and +1.90% for the past 12 months. These results compare to +1.17% return for T-Bills this quarter, and +3.59% for the past 12 months. While the portfolio has lagged the benchmark for the year, it has significantly outperformed peers over that same time period. Longer term results (trailing 3 year and 5 year) are well ahead of peers.

2. Investment Activity for the quarter:

<u>Manager</u>	<u>Interest</u>	<u>\$ FMV Adjustment</u>	<u>Total</u>
1) Insight Investment	\$301,676	(\$439,955)	(\$138,279)
2) Oakland County Invest Pool	\$20,594	N/A	\$20,594
3) CDs plus J Fund	\$1,606	N/A	\$1,606
4) Michigan CLASS	\$63,501	N/A	\$63,501
5) Michigan CLASS EDGE	\$287,277	(\$23,457)	\$263,820
<b>TOTAL</b>	<b>\$674,654</b>	<b>(\$463,412)</b>	<b>\$211,242</b>

3. Investment Activity for the trailing 12 months:

<u>Manager</u>	<u>Interest</u>	<u>\$ FMV Adjustment</u>	<u>Total</u>
1) Insight Investment	\$1,001,461	(\$375,799)	\$625,662
2) Oakland County Invest Pool	\$69,907	(\$638)	\$69,269
3) CDs plus J Fund	\$9,233	N/A	\$9,233
4) Michigan CLASS	\$182,783	N/A	\$182,783
5) Michigan CLASS EDGE	\$911,081	\$1,045	\$912,126
<b>TOTAL</b>	<b>\$2,174,465</b>	<b>(\$375,392)</b>	<b>\$1,799,073</b>

4. The Average Credit Quality on the portfolio is AAA.

5. General investment guidelines and policies, as well as specific guidelines on safety and liquidity, are being followed.

6. Insight Investment and the Finance Director/Treasurer are earning competitive returns, net-of-fees. The active cash management program is both paying for itself and providing a significantly greater return on investment for the city after more than 12 years. Of note, the professional management of the Cash pools has added \$1,157,678 in additional return since January 2010.

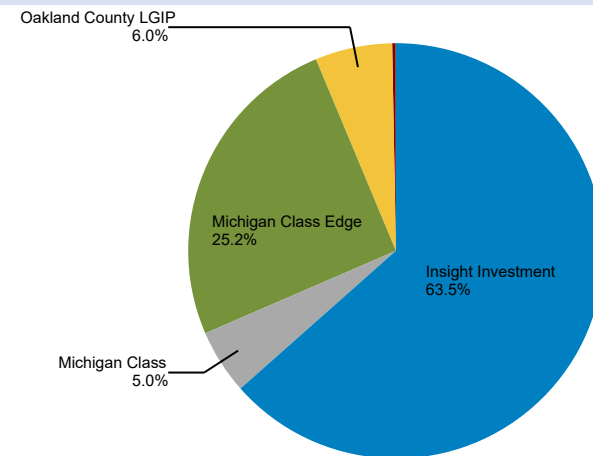
**Asset Allocation & Performance**

	Allocation		Performance(%)									
	Market Value \$	%	QTR Ending Sep-2022	QTR Ending Dec-2022	QTR Ending Mar-2023	QTR Ending Jun-2023	1 YR	2 YR	3 YR	5 YR	Inception	Inception Date
<b>Aggregate Cash Management</b>	<b>93,559,268</b>	<b>100.0</b>	<b>-0.55</b>	<b>0.87</b>	<b>1.34</b>	<b>0.23</b>	<b>1.90</b>	<b>0.18</b>	<b>0.22</b>	<b>1.44</b>	<b>1.02</b>	<b>01/01/2010</b>
90 Day U.S. Treasury Bill			0.46	0.84	1.07	1.17	3.59	1.87	1.27	1.55	0.74	
Insight Investment	59,375,835	63.5	-1.28	0.88	1.56	-0.23	0.91	-0.96	-0.55	1.15	0.96	01/01/2010
90 Day U.S. Treasury Bill			0.46	0.84	1.07	1.17	3.59	1.87	1.27	1.55	0.74	
IM U.S. Cash Fixed Income (SA+CF) Median			0.36	0.95	1.25	1.26	3.88	1.48	1.41	1.82	1.41	
Michigan Class	4,712,494	5.0	0.60	0.94	1.18	1.29	4.07	2.13	1.45	1.68	1.63	05/01/2017
Michigan Class Edge	23,580,766	25.2	0.52	1.00	1.11	1.13	3.82				3.33	05/01/2022
Oakland County LGIP	5,617,580	6.0	0.30	0.26	0.31	0.37	1.25	0.87	0.89	1.39	1.28	05/01/2015
Certificates of Deposit	253,487	0.3	0.11	0.32	0.31	0.31	1.05	0.76	0.69	1.29	0.91	01/01/2010
Comerica Govt Cash	19,105	0.0	0.49	0.58	1.07	1.25	3.43	1.77	1.18	1.41	1.22	03/01/2016

**Financial Reconciliation**

	Market Value 01/01/2023	Income	Net Investment Gain/Loss	Net Cash Flow	Market Value 06/30/2023
<b>Aggregate Cash Management</b>	<b>96,542,175</b>	<b>1,309,504</b>	<b>161,745</b>	<b>-4,454,156</b>	<b>93,559,268</b>
Insight Investment	58,597,409	589,486	188,940	-	59,375,835
Michigan Class	4,496,034	116,482	-	99,978	4,712,494
Michigan Class Edge	27,545,650	558,574	-23,457	-4,500,000	23,580,766
Oakland County LGIP	5,580,598	41,742	-3,737	-1,023	5,617,580
Certificates of Deposit	251,927	1,560	-	-	253,487
Comerica Govt Cash	70,557	1,660	-	-53,112	19,105

**Jun-2023 : \$93,559,268**



**Comparative Performance Trailing Returns**  
**City of Auburn Hills - Cash Management**  
As of June 30, 2023

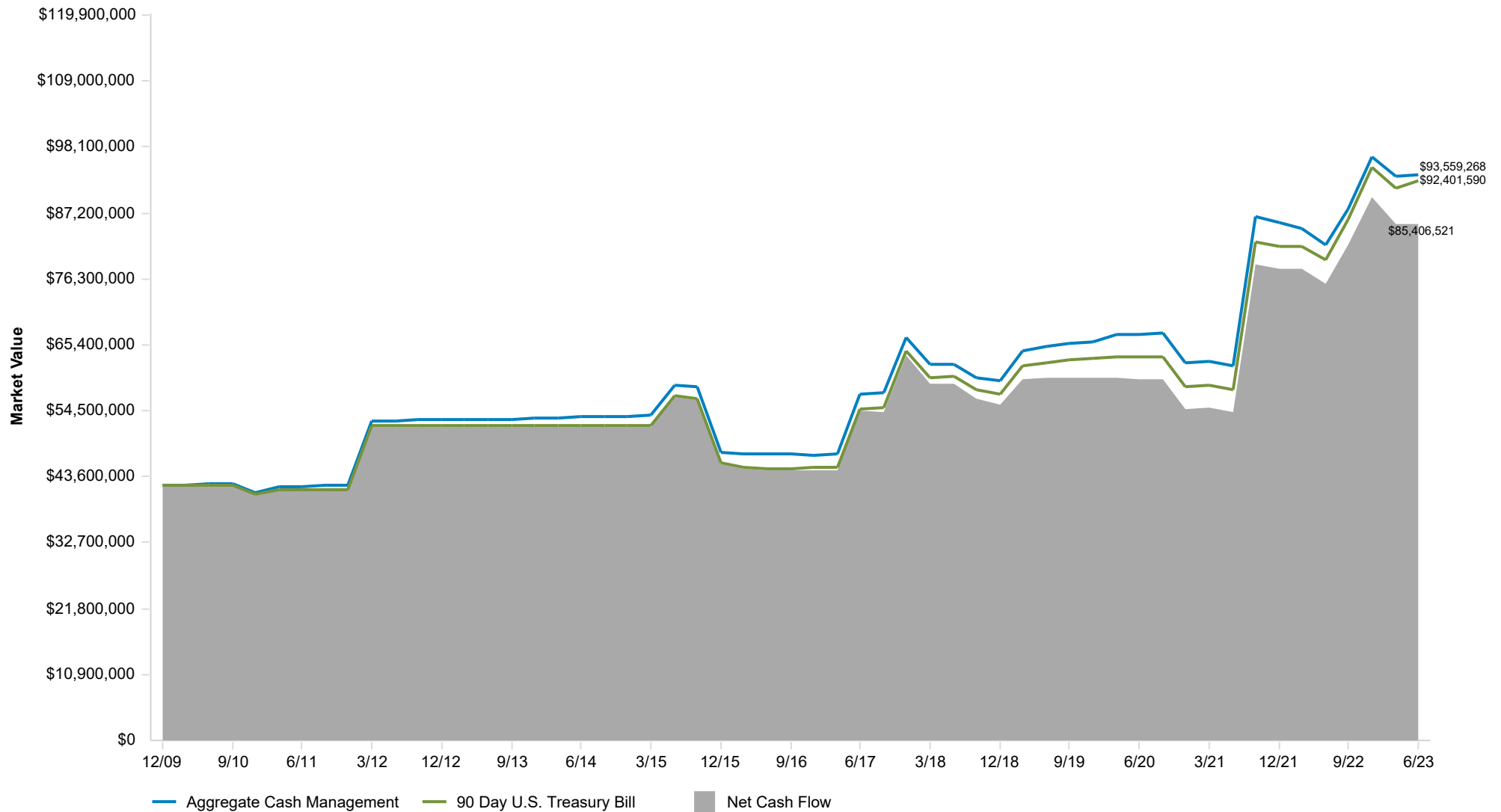
Comparative Performance															
	MTH		QTR		YTD		1 YR		3 YR		5 YR		Inception		Inception Date
<b>Aggregate Cash Management</b>	<b>-0.07</b>	<b>(23)</b>	<b>0.23</b>	<b>(19)</b>	<b>1.57</b>	<b>(18)</b>	<b>1.90</b>	<b>(13)</b>	<b>0.22</b>	<b>(9)</b>	<b>1.44</b>	<b>(5)</b>	<b>1.02</b>	<b>(14)</b>	<b>01/01/2010</b>
90 Day U.S. Treasury Bill	0.46	(5)	1.17	(8)	2.25	(8)	3.59	(4)	1.27	(3)	1.55	(3)	0.74	(45)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.53		-0.64		0.93		-0.35		-1.46		0.46		0.71		
 Oakland County Investment Pool	 0.07	 (19)	 0.37	 (17)	 0.68	 (75)	 1.25	 (14)	 0.89	 (8)	 1.39	 (7)	 1.28	 (1)	 05/01/2015
90 Day U.S. Treasury Bill	0.46	(5)	1.17	(8)	2.25	(8)	3.59	(4)	1.27	(3)	1.55	(3)	1.19	(3)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.53		-0.64		0.93		-0.35		-1.46		0.46		0.40		
 Michigan Class	 0.38	 (13)	 1.29	 (4)	 2.48	 (3)	 4.07	 (1)	 1.45	 (1)	 1.68	 (1)	 1.63	 (1)	 05/01/2017
90 Day U.S. Treasury Bill	0.46	(5)	1.17	(8)	2.25	(8)	3.59	(4)	1.27	(3)	1.55	(3)	1.50	(3)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.53		-0.64		0.93		-0.35		-1.46		0.46		0.41		
 Michigan Class Edge	 0.41	 (13)	 1.13	 (9)	 2.25	 (8)	 3.82	 (3)	 N/A		 N/A		 3.33	 (3)	 05/01/2022
90 Day U.S. Treasury Bill	0.46	(5)	1.17	(8)	2.25	(8)	3.59	(4)	1.27	(3)	1.55	(3)	3.15	(4)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.53		-0.64		0.93		-0.35		-1.46		0.46		-0.53		
 Certificates of Deposit	 0.31	 (16)	 0.31	 (18)	 0.62	 (81)	 1.05	 (14)	 0.69	 (8)	 1.29	 (9)	 0.91	 (27)	 01/01/2010
90 Day U.S. Treasury Bill	0.46	(5)	1.17	(8)	2.25	(8)	3.59	(4)	1.27	(3)	1.55	(3)	0.74	(45)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.53		-0.64		0.93		-0.35		-1.46		0.46		0.71		
 Comerica Govt Cash	 0.43	 (10)	 1.25	 (5)	 2.33	 (7)	 3.43	 (5)	 1.18	 (4)	 1.41	 (6)	 1.22	 (5)	 03/01/2016
90 Day U.S. Treasury Bill	0.46	(5)	1.17	(8)	2.25	(8)	3.59	(4)	1.27	(3)	1.55	(3)	1.32	(4)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.53		-0.64		0.93		-0.35		-1.46		0.46		0.43		
 Insight Investment	 -0.32	 (29)	 -0.23	 (27)	 1.33	 (26)	 0.91	 (14)	 -0.55	 (14)	 1.15	 (10)	 0.96	 (21)	 01/01/2010
90 Day U.S. Treasury Bill	0.46	(5)	1.17	(8)	2.25	(8)	3.59	(4)	1.27	(3)	1.55	(3)	0.74	(45)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.53		-0.64		0.93		-0.35		-1.46		0.46		0.71		
<i>Insight Investment (Net of Fees)</i>	<i>-0.32</i>	<i>(29)</i>	<i>-0.23</i>	<i>(27)</i>	<i>1.33</i>	<i>(26)</i>	<i>0.82</i>	<i>(16)</i>	<i>-0.62</i>	<i>(15)</i>	<i>1.09</i>	<i>(10)</i>	<i>0.89</i>	<i>(29)</i>	

Returns for periods greater than one year are annualized.  
Returns are expressed as percentages.



**Schedule of Investable Assets**  
**City of Auburn Hills - Cash Management**  
 January 1, 2010 To June 30, 2023

**Schedule of Investable Assets**



Schedule of Investable Assets					
Periods Ending	Beginning Market Value \$	Net Cash Flow \$	Gain/Loss \$	Ending Market Value \$	%Return
Jan-2010 To Jun-2023	42,139,379	43,267,141	8,152,748	93,559,268	1.02

AndCo compiled this report for the sole use of the client for which it was prepared. AndCo is responsible for evaluating the performance results of the Total Fund along with the investment advisors by comparing their performance with indices and other related peer universe data that is deemed appropriate. AndCo uses the results from this evaluation to make observations and recommendations to the client.

AndCo uses time-weighted calculations which are founded on standards recommended by the CFA Institute. The calculations and values shown are based on information that is received from custodians. AndCo analyzes transactions as indicated on the custodian statements and reviews the custodial market values of the portfolio. As a result, this provides AndCo with a reasonable basis that the investment information presented is free from material misstatement. This methodology of evaluating and measuring performance provides AndCo with a practical foundation for our observations and recommendations. Nothing came to our attention that would cause AndCo to believe that the information presented is significantly misstated.

This performance report is based on data obtained by the client's custodian(s), investment fund administrator, or other sources believed to be reliable. While these sources are believed to be reliable, the data providers are responsible for the accuracy and completeness of their statements. Clients are encouraged to compare the records of their custodian(s) to ensure this report fairly and accurately reflects their various asset positions.

The strategies listed may not be suitable for all investors. We believe the information provided here is reliable, but do not warrant its accuracy or completeness. Past performance is not an indication of future performance. Any information contained in this report is for informational purposes only and should not be construed to be an offer to buy or sell any securities, investment consulting, or investment management services.

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# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: AUGUST 7, 2023

AGENDA ITEM NO 7C

DEPARTMENT OF PUBLIC WORKS

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads  
**Submitted:** July 31, 2023  
**Subject:** Motion – Approve Purchase of Seven Replacement Vehicles

### INTRODUCTION AND HISTORY

Since 2020, vehicle orders have been difficult to complete. The city has had orders cancelled, not accepted, and missed very small ordering windows; all due to a shortage of parts and a high demand for vehicles that grows each year that normal manufacturer production goals are not met. Also, due to the lack of parts being supplied across the industry, average new vehicle prices have climbed at near record rates over the last three years climbing 5.56% in 2021 and 11.07% in 2022, and 3.32% so far in 2023 (From 1998 - 2020, the average price for a new vehicle climbed a total of 1.79%). While the price of new vehicles has increased, the city has seen an increase in prices for the retired vehicles that are being auctioned as well. While order windows opening earlier than last year can be viewed as a step in the right direction, there is no guarantee that the windows will stay open any longer than they did last year (where some closed in as little as two weeks). Therefore, we are working to preorder as many of the vehicles that are due to be replaced in 2024 as early in the order windows as possible with the chance that they might be delivered in late 2023.

Budgeted within the 2023 and 2024 Fleet Operating Budgets is the replacement of 5 vehicles and addition of 2 vehicles included within the chart below.

Current Vehicle					New Vehicle			Budget Year	Price
Asset ID	Year	Make	Model	Mileage	Year	Make	Model		
AB904	2012	RAM	1500	96,418	2024	Ford	Maverick	2023	\$ 31,921
AB905	2014	RAM	1500	99,371	2024	Ford	Maverick	2023	\$ 31,921
NEW CODE ENFORCEMENT OFFICER					2024	Ford	Maverick	2023	\$ 31,921
AF1507	2015	RAM	1500 Quad	55,317	2024	Ford	Maverick	2024	\$ 32,357
AF1902	2019	Dodge	Durango	97,583	2024	Ford	Maverick	2024	\$ 32,357
NEW FIRE INSPECTOR					2024	Ford	Maverick	2024	\$ 32,357
AD1612	2016	Jeep	Cherokee	72,841	2024	Ford	Maverick	2024	\$ 31,921
Total:									\$224,755

These replacements and additions are under the budgeted amounts. While researching electric and electric hybrid vehicles, staff discovered that full-size electric trucks are roughly \$20,000 more expensive than the standard gasoline-powered version. The Ford Maverick is a sub-compact electric hybrid truck that is front wheel drive and is a significant savings when compared to the RAM 1500 (the full-size gasoline-powered truck). There will be an extra annual charge for Ford service software by adding them as a new manufacturer to the fleet (to compare, Stellantis software is \$3,500 annually and Ford is expected to be similar), but the savings over direct replacements makes this the cheaper option.

The three trucks for Community Development will be utilized by Building Inspectors and Code Enforcement Officers. While there are currently four budgeted vehicles in 2023 and three in 2024 for Community Development, only three are being purchased at this time to ensure that these will be a good fit for the department. The trucks for the Fire Department will be utilized by Fire Inspectors and the Chief and the truck for the Department of Public Works will be utilized by the Director. The additional vehicle for Community Development is for a Code Enforcement Officer and the additional vehicle for the Fire Department is for a new Fire Inspector, both of which were additional positions added within the last year. While three of the five vehicles being replaced are over the 80,000-mile projected replacement, AD1612 is projected to be over 80,000 miles by the time these replacements should arrive and these four will be sold. AF1507 will become a pool vehicle replacing one of the current vehicles that has over 80,000 miles, which will in-turn be sold.

Pricing was originally obtained from LaFontaine Ford of Lansing, MI as staff was told in the early months of the year that the dealer was working to become a State of Michigan MiDEAL dealership. It was discovered that LaFontaine Ford is still working through that process when the quotes were acquired. To fulfill the purchasing ordinance, quotes were obtained from Lunghamer Ford of Owosso, MI, but the quotes under the State of Michigan MiDEAL contract are roughly \$1,000 more per vehicle, or \$7,128 more overall. Therefore, the new Ford Mavericks will be purchased from LaFontaine Ford of Lansing, MI, the total cost for the 3 vehicles in the 2023 budget is \$95,921.00 and the total cost for the 4 vehicles in the 2024 budget is \$128,992.00. All vehicles include a 3-year/36,000-mile bumper to bumper warranty, a 5-year/60,000-mile powertrain warranty, and an 8-year/100,000-mile hybrid/electric unique component warranty. A budget amendment in the 2023 budget year is recommended for the entire purchase in case the vehicles are delivered before the end of the year; subsequent removal of these vehicles from the 2024 budget will happen upon approval of this memo.

#### **STAFF RECOMMENDATION**

Staff recommends amending the 2023 fleet vehicle budget (661-594-981.000) in the amount of \$128,992.00. Staff also recommends the approval to purchase the seven vehicles listed above for \$224,755.00 from LaFontaine Ford of Lansing, MI. Funding for the purchase is available via account number 661-594-981.000.

#### **MOTION**


**Move to amend the 2023 fleet vehicle budget and approve the purchase of the seven vehicles listed above for \$224,755.00 from LaFontaine Ford of Lansing, MI.**

#### **EXHIBITS**

Exhibit 1 – LaFontaine Ford Vehicle Quotes

Exhibit 2 – Lunghamer Ford Vehicle Quotes

I CONCUR:



---

THOMAS A. TANGHE, CITY MANAGER

**LaFontaine Ford Lansing**  
**5103 S. Cedar St**  
**Lansing, MI 48911**  
**517-574-7120-Direct**

## QUOTATION

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

Name: City of Auburn Hills

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

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

Contact: Jason Hefner

Phone: 248-364-6931

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

Date: 7/25/2023

Quote: 072523

2024 Ford Maverick XLT FWD 121" Wheelbase	
2.5L Hybrid Engine	
Auto CV Transmission	
Iconic Silver Metallic Exterior	
Blue Cloth Interior	
Floor Liners w/ Carpeted Mats	
Tonneau Cover Hard Tri-Fold	
XLT Luxury Package	
Tailgate Lock	
Trailer Hitch Receiver	
Power 8-Way Driver Seat	
Drop-in Bedliner	
MSRP Sales Price	\$33,080.00
Sales Price	<b>\$31,906.00</b>
Taxes	\$0.00
Title and Fees	\$15.00
Delivery	\$0.00
Cost per Vehicle	<b>\$31,921.00</b>
Number of Vehicles	x3
<b>Total Cost:</b>	<b>\$95,763.00</b>

Signed: Daniel Wresinski

**LaFontaine Ford Lansing**  
**5103 S. Cedar St**  
**Lansing, MI 48911**  
**517-574-7120-Direct**

## QUOTATION

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

Name: City of Auburn Hills

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

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

Contact: Jason Hefner

Phone: 248-364-6931

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

Date: 7/25/2023

Quote: 072523

2024 Ford Maverick XLT FWD 121" Wheelbase	
2.5L Hybrid Engine	
Auto CV Transmission	
Hot Pepper Red Metallic Exterior	
Blue Cloth Interior	
Floor Liners w/ Carpeted Mats	
Tonneau Cover Hard Tri-Fold	
XLT Luxury Package	
Tailgate Lock	
Trailer Hitch Receiver	
Power 8-Way Driver Seat	
Drop-in Bedliner	
MSRP Sales Price	\$33,575.00
Sales Price	<b>\$32,342.00</b>
Taxes	\$0.00
Title and Fees	\$15.00
Delivery	\$0.00
Cost per Vehicle	<b>\$32,357.00</b>
Number of Vehicles	x3
<b>Total Cost:</b>	<b>\$97,071.00</b>

Signed: Daniel Wresinski

**LaFontaine Ford Lansing**  
**5103 S. Cedar St**  
**Lansing, MI 48911**  
**517-574-7120-Direct**

## QUOTATION

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

Name: City of Auburn Hills

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

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

Contact: Jason Hefner

Phone: 248-364-6931

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

Date: 7/25/2023

Quote: 072523

2024 Ford Maverick XLT FWD 121" Wheelbase	
2.5L Hybrid Engine	
Auto CV Transmission	
Oxford White Exterior	
Blue Cloth Interior	
Floor Liners w/ Carpeted Mats	
Tonneau Cover Hard Tri-Fold	
XLT Luxury Package	
Tailgate Lock	
Trailer Hitch Receiver	
Power 8-Way Driver Seat	
Drop-in Bedliner	
MSRP Sales Price	\$33,080.00
Sales Price	<b>\$31,906.00</b>
Taxes	\$0.00
Title and Fees	\$15.00
Delivery	\$0.00
<b>Total Cost:</b>	<b>\$31,921.00</b>

Signed: Daniel Wresinski



August 1, 2023

City of Auburn Hills  
Attn: Jason Hefner  
1500 Brown Road  
Auburn Hills, MI 48326

Dear Jason Hefner:

Price on 2024 Vehicle State of Michigan Contract# 071B7700180 and Macomb County Contract# 21-18 Bid:

(3) 2024 Ford Maverick Super Crew AWD XLT Pickup in Red	\$33,409.00 ea
(3) 2024 Ford Maverick Super Crew AWD XLT Pickup in Silver	\$32,914.00 ea
(1) 2024 Ford Maverick Super Crew AWD XLT Pickup in White	\$32,914.00 ea
<b>Total Delivered Price</b>	<b>\$231,883.00</b>

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty . Service to be handled by your local Ford Dealer.

**Order Cutoff Date: TBD.**

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

*Bill Campbell*

Bill Campbell  
Government & Fleet Sales

1960 E Main St Owosso, MI 48867, 888-92-FLEET (888.923.5338) Fax 517-625-5832



# 2024 Maverick Super Crew XL Major Standard Equipment

## MECHANICAL

- 2.0L EcoBoost w/ 8-Speed Automatic Transmission
- 4-Wheel Disc Anti-Lock Brake System (ABS)
- Electric Parking Brake
- Electronic Power-Assist Steering (EPAS)
- Post Impact Braking
- Rotary Gear Shift Dial Includes Select Drive Modes: Normal, Eco, Sport, Slippery and Tow/Haul
- Variable-Assist Power Steering

## EXTERIOR

- Black Mesh Grille w/Black Surround
- Box Top and Tailgate Moldings
- Cargo Lamp – Integrated with Center High-mounted Stop Lamp (CHMSL)
- Easy Fuel® Capless Fuel-Filler
- FLEXBED® Storage System
- Fuel Tank
- 16.5 Gallon – Gas
- Handles, Black – Door and Tailgate
- Hooks – Cargo Tie-Downs, six (6)
- Mirrors, Sideview – Manual-folding, Manual Glass with MIC Black Skull Caps
- Maverick® XL Fender Badge
- Rocker Molding
- Spare Tire Carrier – Rear Under Frame
- Spare Tire (Mini)
- Bumper, Front & Rear – Steel
- Trailer Sway Control
- Tailgate – Manual Locking
- Tires – P225/65R 17" A/S BSW
- Wheels – 17" Sparkle Silver Steel
- Windshield Wipers – Intermittent Speed

## INTERIOR/COMFORT

- 4.2" Productivity Screen in Instrument Cluster
- Cruise Control
- Dual Vanity Mirrors
- Floor Covering – Carpet ● Floor Mats – Front Carpet
- Front Door Stowage Bins
- Front Map Lights/Overhead Console
- Front/Rear Cargo Compartment Dome Lamps (Fade-to-off)
- Instrumentation (Door Ajar, Lamps On, Low Fuel & Washer Fluid, Tach, Clock)
- Front/Rear Grab Handles (3) Three
- Manual Air Conditioning, Single Zone
- Power Door Unlock and Lock
- Powerpoint 12V – Front (1), Rear (1)
- Rear Coat Hooks
- Rear Under Seat Storage Bins
- Rear-Window with Fixed Privacy Glass
- Seat, Front — 6-Way Manual Adjustable Driver
- 4-Way Manual Adjustable Passenger
- Bucket Seats

- Cloth Trim
- Front Floor Console w/ Armrest & Storage Bin
- Seat Back Map Pocket, Passenger
- Seat, Rear
- Full Bench Rear Cloth Folding Seatback
- Flip-Up Seat Cushion
- Steering Wheel, Black Urethane – Manual Tilt/Telescoping and Manual Locking w/ Audio Controls
- Vinyl Console Lid
- Windows
- Power Front/Rear Windows
- 1-Touch Down Driver Window
- Rear Privacy Glass

## SAFETY/SECURITY

- Anti-Theft Engine Immobilizer
- Airbags
- Driver and Passenger Front Airbags
- Safety Canopy® Side-Curtain Airbags
- Driver and Passenger Side Airbags
- Driver Knee Airbag
- Autolamp – Auto On/Off LED Headlamps
- Center Rear Seat Shoulder Belt
- Driver & Passenger Height Adjustable Retractable Seatbelts
- Belt-Minder® (Front Safety Belt Reminder)
- Configurable Daytime Running Lamps (DRL)
- LATCH (Lower Anchors and Tether Anchors for Children)
- Power Central Locking
- SecuriLock® Passive Anti-Theft System
- Smart Occupant Sensing airbags
- Tire Pressure Monitoring System (TPMS)

## FORD CO-PILOT360™ TECHNOLOGY

- Auto LED High-Beam
- Pre-Collision Assist with Automatic Emergency Braking (AEB) (Pedestrian Detection, Forward Collision Warning, Dynamic Brake Support)
- Rear View Camera

## FUNCTIONAL

- 2 USB Ports (Front) – 1 Type A & 1 Type C
- 8" Center Stack Screen w/ Standard Bluetooth® Connectivity
- Apple CarPlay™ and Android Auto™
- AM/FM Stereo w/ 6 Speakers
- Battery Saver
- Electronic Stability Control
- Extended Service Interval Monitor
- FordPass Connect™ (4G)
- Schedule specific times to remotely start vehicle
- Locate parked vehicle
- Check vehicle).
- Keyed Ignition
- Particulate Air Filter
- Remote Keyless Entry / Panic Button (Key Fob)

## **XLT 300A Super Crew 121" WB 5 Ft. Box**

<b>[x] Base Price W8H, FWD</b> (2.5L 4 cyl Hybrid Engine w/Automatic CVT Transmission) 993/445	<b>\$28,484.00</b>
<b>[ ] Base Price W8J, AWD</b> (2.5L 4 cyl Hybrid Engine w/Automatic CVT Transmission) 993/445	<b>\$30,443.00</b>

### **XLT Contains All XL Standard Features Plus:**

#### **EXTERIOR**

- 17" Painted Aluminum Wheels
- Cubby Storage in Bed (Passenger Side)
- Cargo Tie Downs, plus four (+4)
- Gray Grille Bar • Maverick® XLT Fender Badge
- Mirrors, Sideview – Manual-folding, Power Glass w/ Spotter
- Power Tailgate Lock

- Wiper Activated LED Headlamps

#### **INTERIOR/COMFORT**

- Seats, Rear
- Cupholders
- Armrest
- Unique Cloth Bucket Seats

#### **SAFETY/SECURITY**

- Perimeter Alarm

### **Available Options**

	<u><b>Option Code</b></u>	<u><b>Price</b></u>
<b>[ ] 4K Tow Package</b>	<b>53Q</b>	<b>745.00</b>
<ul style="list-style-type: none"> <li>• 225/65R17 A/S BSW Tires</li> <li>• Trailer Brake Controller</li> <li>• Trailer Hitch Receiver w. 7-pin Connector</li> <li>• Transmission Oil Cooler</li> <li>• Higher Capacity Radiator</li> <li>• Upgraded Cooling Fan</li> <li>• Upgraded Drive Ratio (AWD)</li> </ul>		
<b>[ ] Ford Co-Pilot360</b>	<b>86B/55D</b>	<b>805.00</b>
<ul style="list-style-type: none"> <li>• BLIS® (Blind Spot Information System) w/Cross-Traffic Alert</li> <li>• Lane-Keeping System (Lane-Keeping Aid, Lane-Keeping Alert and Driver Alert System)</li> </ul>		
<b>[x] XLT Luxury Package</b>	<b>54L</b>	<b>2275.00</b>
<ul style="list-style-type: none"> <li>• 8-Way Power Driver and 6-way Manual Passenger Seats</li> <li>• 400W Inverter (Cab + Bed Incl Cubby Cover) w/USB Console Rear</li> <li>• Full-Size Spare</li> <li>• Heated Mirror w/ Painted Black Skull Caps</li> <li>• Heated Seats</li> <li>• Soft Vinyl Wrapped Heated Steering Wheel</li> <li>• LED Box Lighting</li> <li>• Remote Start System</li> <li>• Trailer Hitch Receiver w/ 4-Pin Connector</li> <li>• Bedliner – Modular Hard Drop-in</li> </ul>		
<b>[x] Trailer Hitch Receiver w/4-Pin Connector</b>	<b>60B</b>	<b>100.00</b>
<b>[ ] Bed Extender</b>	<b>50B</b>	<b>370.00</b>
<b>[x] Drop-In Bedliner</b>	<b>96J</b>	<b>375.00</b>
<b>[ ] Spray-In Bedliner</b>	<b>96G</b>	<b>495.00</b>
<b>[ ] Engine Block Heater</b>	<b>41H</b>	<b>90.00</b>
<b>[x] Floor Liners Front and Rear (with Carpet Mats)</b>	<b>16B</b>	<b>175.00</b>
<b>[ ] Front License Plate Holder</b>	<b>153</b>	<b>N/C</b>
<b>[ ] Full Size Spare Tire</b>	<b>51D</b>	<b>115.00</b>
<b>[ ] Splash Guards/Molded Front and Rear</b>	<b>63B</b>	<b>180.00</b>
<b>[ ] Rear Parking Sensors</b>	<b>76B</b>	<b>260.00</b>
<b>[ ] Daytime Running Lamps</b>	<b>942</b>	<b>45.00</b>
<b>[x] Power 8-Way Drivers Seat</b>	<b>90K</b>	<b>285.00</b>
<b>[ ] Tonneau Pickup Box Cover – Soft Folding</b>	<b>21D</b>	<b>590.00</b>
<b>[x] Tonneau Pickup Box Cover – Hard Trifold</b>	<b>21K</b>	<b>1180.00</b>
<b>[ ] Tonneau Pickup Box Cover – Hard Rollup</b>	<b>21L</b>	<b>1200.00</b>
<b>[x] Tailgate Lock</b>	<b>DIO</b>	<b>40.00</b>

**(1) Oxford White and (3) Iconic Silver**

**Total Price \$32,914.00 ea**

**(3) Hot Pepper Red Metallic**

**Total Price \$33,409.00 ea**

**XLT Colors & Trim Availability:**

<b><u>Exterior</u></b>	<b><u>Interior</u></b>	
	<b><u>(Navy Pier) (7B)</u></b>	
Shadow Black	(G1)	[ ]
(1) Oxford White	(YZ)	[x]
(3) Iconic Silver	(JS)	[x]
Carbonized Grey	(M7)	[ ]
Atlas Blue	(B3)	[ ]
Cactus Grey	(NE)	[ ]
Terrain	(VA)	[ ]

**Extra Cost Paint (Add \$495.00)**

(3) Hot Pepper Red Metallic Clearcoat	(EA)	[x]
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# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: AUGUST 8, 2023

AGENDA ITEM NO 7D

DEPARTMENT OF PUBLIC WORKS

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Tim Wisser, Manager of Municipal Properties**  
**Submitted: August 1, 2023**  
**Subject: Motion – To approve a change order for asphalt path repairs and subsequent budget amendments for the Veterans Memorial project**

### INTRODUCTION AND HISTORY

The Aaron Webster Cemetery is located at 150 S. Squirrel Rd, just south of Riverside Park and Auburn Road. Beginning with the burials of Aaron and Sarah Webster in 1823, this cemetery has continued to be a place of peace to mourn and remember. It also displays emblems from all branches of the Military and holds the remains of our Veterans from the Revolutionary War to the Korean War. To pay homage to this history, it is planned to construct a Veterans Memorial in the cemetery in the Summer of 2023. Over the past several months in support of this project, staff have identified maintenance items and recommendations to improve the overall appearance of The Aaron Webster Cemetery. These items include electrical upgrades, tree trimming, turf repairs, and planned grade adjustments to improve the walkability of the cemetery. As part of this work, an inspection was performed on the existing driveway indicating it needs significant repairs and asphalt resurfacing.

On January 9th, the City Council approved the Veterans Memorial project and funding, awarding the contract to WCI Contractors in the not-to-exceed amount of \$260,831. The funding for this project is being supported by multiple sources including the General Fund, the Tree Fund, donations received and a Planned Unit Development (PUD) Benefit fund from Lamar (table below shows breakdown). As the project looks to get underway, staff recommends a budget amendment in the amount of \$233,557.99 to the General Fund Capital Projects department account # 101-901-972.001 VeteransMEM. In addition, we request a budget amendment in the amount of \$27,273.01 to the tree fund account # 230-267-790.000 VeteransMEM.

General Fund	\$99,546.34
Tree Fund	\$27,273.01
Donations Received	\$34,011.65
PUD Lamar Benefit	\$100,000
Total	\$260,831

Staff proposes expanding the original scope of the Veterans Memorial project to include additional planned improvements to the cemetery and the Veteran's Memorial Site. These improvements include replacing the existing watering stations, adding 4 brick pillars to the site, fence repairs, and driveway resurfacing which would require amending the 2023 General Fund Capital Project department Budget by an additional \$111,033.50. Currently, Best Asphalt is under contract with the city for various asphalt repairs in city parking lots. Staff recommends awarding a change order in the amount of \$83,033.50 to Best Asphalt for the asphalt removal and replacement (Exhibit 1).

Acct # 101-901-972.001 VeteransMEM	
Watering Stations	\$3000.00

Brick Pillars	\$5,000.00
Masonry	\$11,000.00
Fence Repairs	\$9,000.00
Driveway Resurfacing	\$83,033.50
<b>Total</b>	<b>\$111,033.50</b>

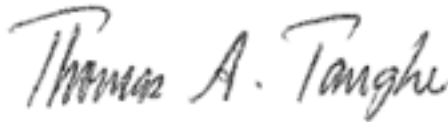
**STAFF RECOMMENDATION**

Staff recommends approving a change order for asphalt resurfacing to Best Asphalt in the not-to-exceed amount of \$83,033.50 and increasing 2023 budget by \$111,033.50 for additional site work with the Veterans Memorial project. Staff also recommends a budget amendment for the project cost of \$344,591.49 to account # 101-901-972.001 VETERANSMEM from the general fund. Lastly, staff recommends a budget amendment in the amount of \$27,273.01 from the tree fund to account # 230-267-790.000 VeteransMEM.

**MOTION**

Move to approve a change order to Best Asphalt in the amount of \$83,033.50 for asphalt resurfacing. Further, move to approve budget amendments increasing General Fund appropriations \$344,591.49 in the Capital Projects department and increasing Tree Fund appropriations \$27,273.01.

I CONCUR:



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THOMAS A. TANGHE, CITY MANAGER

## CHANGE ORDER



**Project:** City of Auburn Hills - 2023 Parking Lot Rehabilitation

**Job Number:** 0120-22-0380

**Owner:** City of Auburn Hills  
1827 N. Squirrel Road  
Auburn Hills, MI 48326

**Change Order Number:** 1

**Date:** 7/31/2023

**Print Date:** 7/31/2023

**Contractor:** Best Asphalt, Inc.  
6334 N. Beverly Plaza  
Romulus, MI 48174  
(734) 729-9440

**Note:**

TO THE CONTRACTOR:

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

OHM Advisors  
2365 Pontiac Road  
Auburn Hills, MI 48326  
(734) 522-6711

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

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THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	\$83,033.50
Original Contract Amount:	\$346,412.98
Contract Amount Including Previous Change Orders:	\$346,412.98
Amount of this Change Order:	<u>\$83,033.50</u>
REVISED CONTRACT AMOUNT:	\$429,446.48

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**Accepted By**

Best Asphalt, Inc. \_\_\_\_\_ Date \_\_\_\_\_

**Approved By**

Stephen Baldante - Director of  
Public Works - City of Auburn Hills \_\_\_\_\_ Date \_\_\_\_\_

**Prepared By**

Jerry Ashburn, Client  
Representative \_\_\_\_\_ Date \_\_\_\_\_

**Recommended By**

Hannah Driesenga, PE, Client  
Representative \_\_\_\_\_ Date \_\_\_\_\_

**Items**

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorize d Quantity	Unit Price	Total Increase
<b>THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT</b>						
<b>Division: C - Aaron Webster Cemetery</b>						
<b>Additional Items to the Contract:</b>						
42	Mobilization, Max 5%	0.00 Ls	1.00	1.00	\$5,250.00	\$5,250.00
43	Dr Structure, Rem	0.00 Ea	1.00	1.00	\$1,500.00	\$1,500.00
45	Pavt, Rem	0.00 Syd	208.00	208.00	\$25.00	\$5,200.00
46	Excavation, Earth	0.00 Cyd	60.00	60.00	\$55.00	\$3,300.00
47	Grading & Fill	0.00 Cyd	54.00	54.00	\$75.00	\$4,050.00
48	Subgrade Undercutting	0.00 Cyd	26.00	26.00	\$115.00	\$2,990.00
49	Aggregate Base, 6 inch, Modified	0.00 Syd	168.00	168.00	\$21.25	\$3,570.00
50	Dry Well	0.00 Ea	1.00	1.00	\$650.00	\$650.00
51	Nyloplast Inline Drain, Inserta-Tee Connection, 12 inch	0.00 Ea	1.00	1.00	\$2,500.00	\$2,500.00
52	ADS N-12 Corrugated HDPE, 12 inch	0.00 Ft	25.00	25.00	\$85.00	\$2,125.00
53	Cold Milling HMA surface	0.00 Syd	623.00	623.00	\$25.00	\$15,575.00
54	Pavt Joint and Crack Repr, Det 7	0.00 Ft	250.00	250.00	\$20.00	\$5,000.00
55	Hand Patching	0.00 Ton	4.00	4.00	\$500.00	\$2,000.00
56	Edge Mill Pavt	0.00 Syd	32.00	32.00	\$35.00	\$1,120.00
57	HMA, 5EML, 1.5 inch	0.00 Syd	830.00	830.00	\$21.45	\$17,803.50
58	HMA, 4EML, 4 inch	0.00 Syd	208.00	208.00	\$50.00	\$10,400.00
61	Crew Days	0.00 Cday	6.00	6.00	\$0.00	\$0.00
<b>SUB-TOTAL INCREASES DIVISION C - Aaron Webster Cemetery:</b>						<b>\$83,033.50</b>



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: AUGUST 7, 2023

AGENDA ITEM NO 7E

DEPARTMENT OF PUBLIC WORKS

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Tim Wisser, Manager of Municipal Properties  
**Submitted:** August 1, 2023  
**Subject:** Motion – Approve Carpet Replacement at the Police Department

## INTRODUCTION AND HISTORY

Each year the Municipal Properties Division conducts an annual facilities assessment of the Public Safety Building. Priorities are then established to help guide us in our maintenance goals, along with budgeting objectives. Over the past several years it has been noted that the carpeting in many areas of the Police Department (Hallways, Investigations, Records) has been progressively aging. Staff have reported excessive wear, traffic patterns, stains, and seams that have been unraveling. Subsequently, DPW staff had recommended carpet replacement for these areas in the 2024 budget.

An Invitation to Bid was published to the Michigan Intergovernmental Trade Network (MiTN) on July 14, 2023. Seventeen (17) firms downloaded the ITB packet and five (5) attended the mandatory pre-bid meeting on July 21<sup>st</sup>. Two (2) vendors submitted sealed bids which were opened on Friday, July 28th at the office of the City Clerk (Exhibit 1). Solar Carpet of Redford, Michigan was the lowest bidder with a price of \$34,834.20 (Exhibit 2).

COMPANY NAME	LOCATION	TOTAL
Solar Contract Carpet	Redford, MI 48239	\$ 34,834.20
Nextech Business Interiors	18481 N 10 Mile Rd, Southfield 48075	\$ 63,446.64

## STAFF RECOMMENDATION

The Department of Public Works recommends awarding a contract to Solar Carpet of Redford, Michigan to replace the carpeting at the Police Department Records Office, the Investigations Office, and other common areas for \$34,834.20 to be funded from GL# 101-305-931.000.

## MOTION

**Move to approve a contract with Solar Carpet of Redford, Michigan for the replacement of carpeting at the Police Department for \$34,834.20.**

I CONCUR:

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THOMAS A. TANGHE, CITY MANAGER



BID ITEM:

BID OPENING DATE:

BID OPENING TIME:

ATTENDED BY:

Police Department Carpet Replacement

July 28, 2023

10:00 AM

Tim Wisser



COMPANY NAME	ADDRESS	TOTAL
Solar Contract Carpet	12227Beech Daly Rd, Redford 48239	\$34,834.20
Nextech Business Interiors	18481 N 10 Mile Rd, Southfield 48075	\$63,446.64

A small blue square icon with a white 'X' inside, representing a mailbox.

Mailboxes have been checked for bids that may have been mailed in

also send results to:



**BID ID:** ITB-CAH-07-28-2023-001  
**BID NAME:** Police Department Carpet Replacement  
**ITEM:** Commercial Floor Coverings  
**DUE DATE:** Friday, July 28th, 2023 at 10:00 AM

**IMPORTANT DATES**

7/14/23 FRI	Bid Posting
7/21/23 FRI	Pre-Bid Meeting
7/28/23 FRI	Bid Opening

The City of Auburn Hills is seeking bids from qualified contractors for required materials and labor to furnish, deliver, and install new carpet throughout the Auburn Hills Police Department. This will include the removal and off-site disposal of existing floor coverings. Specifications and building layout are enclosed.

Bids will be accepted by the City Clerk until **Friday, July 28th, 2023 at 10:00 AM**. Bids will be opened at that time in the front lobby of the City Clerk at 1827 N. Squirrel.

Bids to receive consideration shall be received prior to the specified time of opening as designated on the bid form. **NO LATE BIDS WILL BE ACCEPTED**. Bids are considered received when received and date stamped by the office of the City Clerk.

**PREPARATION OF BID**

- Unless otherwise approved by the City, all bidders must attend the **MANDATORY PRE-BID MEETING on Friday, July 21, 2023 at 9:00 AM**. Bidders will meet at the Auburn Hills Municipal Campus in Parking Lot #3, 1827 N. Squirrel Road.
- Each bidder shall furnish all information required on the bid form. Erasures or other changes must be initialed by the person signing the bid form.
- If there is any doubt as to the meaning of any part of the specifications or other conditions within this invitation, contact Tim Wisser by email/phone at [twisser@auburnhills.org](mailto:twisser@auburnhills.org) / 248-364-6901.

**SUBMISSION OF BIDS**

- All bids shall be submitted in sealed envelopes and shall include the following information on the face of the envelope:

**Bidder's Name**  
**Bidder's Address**  
**Bid Number (ID)**  
**Bid Item (Name of Bid)**

Failure to do so may result in a premature opening of or failure to open such proposal. All bids must be hand delivered or mailed to:

**Auburn Hills City Clerk's Office  
1827 N. Squirrel Road  
Auburn Hills, MI 48326**

- Bidders are responsible for submitting proposals before stated closing time. Delays in the mail will not be considered. Any proposal received after the stated deadline will be rejected.
- Any bid may be withdrawn by giving written notice to the Clerk's Office before stated closing time. After stated closing time, no bid may be withdrawn or cancelled for a period of one hundred and eighty (180) days after said closing time.

**GENERAL INFORMATION**

- Pricing shall be stated in units of quantity specified in the Bid Document. In case of discrepancy in computing the amount of the bid, the unit price will govern.
- The proposal evaluation criteria should be viewed as standards, which measure how well a vendor's approach meets the desired requirements and needs of the City.
- All proposals shall be opened publicly at the date and time specified. Each shall be recorded with the name of the proposer. All proposals shall be in accordance with the Purchasing Ordinance and the requirements of this notice in order to be deemed "responsive."
- No proposal will be accepted from any person, firm, or corporation who is in arrears upon any obligation to the City or who otherwise may be deemed irresponsible or unreliable by the City.
- No proposal will be allowed to be withdrawn after it has been deposited with the City of Auburn Hills, except as provided by law. All proposers are held to prices proposed for 180 days or award, whichever comes first, except the successful proposer whose prices shall remain firm through contract expiration.
- Any deviation from the scope of work must be noted in the proposal.
- The Invitation to Bid document together with its addenda, amendments, attachments, and modifications, when executed, becomes the contract or part of the contract between the parties.
- Any proposal submitted which requires a down payment or prepayment of any kind prior to work completion and full acceptance as being in conformance with specifications will not be considered for award.
- All costs incurred in the preparation and presentation of this proposal, in any way whatsoever, shall be wholly absorbed by the prospective firm. All supporting documentation shall become the property of the City of Auburn Hills unless requested otherwise at the time of submission. The confidentiality or disclosure of any information submitted is governed by the Michigan FOIA. The City cannot promise, warrant or guarantee confidentiality nor will the information presented be exempt from disclosure under the FOIA. The City may honor requests for confidentiality only to the extent that FOIA permits.
- The City reserves the right to waive any informality in the proposal received, and to accept any proposal or part thereof, which it shall deem to be most favorable to the interests of the City of Auburn Hills.



**Sub-Contractors Insurance Requirements**

If approval is granted by the City of Auburn Hills for Contractor to subcontract any or all of this contract to others, then prior to commencing the subcontract, the Contractor shall furnish certificates evidencing the same insurance for the City of Auburn Hills as required in this Invitation to Bid document.

**Scope of Services:**

The City is seeking bids on required materials and labor to furnish, deliver, and install new floor coverings throughout the Auburn Hills Police Department including removal and off-site disposal of existing floor coverings, including tile. All work will need to take place after regular city business hours Monday-Friday between 5:00pm - 7:00am or weekends. Specifications are enclosed together with Proposal forms and building layout with marked areas where floor coverings are to be installed.

The bid winner would be responsible for the necessary moving of furniture and other pieces of equipment.

The approximate area to be replaced is shown on the attached document, labeled "Attachment A." The Contractor should perform their own measurements at the mandatory pre-bid meeting.

The contractor will be responsible for all aspects from start to finish. While every detail may not be listed in the bid packet, it is expected that a qualified contractor will know what is needed to complete this project, and will include all necessary materials, labor and services needed. Any permits needed from the City of Auburn Hills will be the responsibility of the contractor, however, fees for city permits will be waived.

**Expectations regarding Carpet:**

See attachments for further specifications.

**Preparation of Proposal:**

Qualified companies are invited to deliver proposals in accordance with the attached plans and specifications. Bids must be based on specified materials; no alternatives will be accepted.

**Contract Award:**

The City of Auburn Hills reserves the right to accept or reject any or all bids and to waive any informalities or irregularities in any proposal or the bid process. The competency and responsibility of all bidders shall be taken into consideration in the award of the contract for this work. If bidders are unknown to the City of Auburn Hills, or their competency questioned, it shall be understood that they will, upon request, file with the City of Auburn Hills reliable data and references for investigation. The City may make such investigation as it deems necessary to determine the ability of the bidder to perform the work. The City reserves the right to award the

contract to the bidder offering the best value, but not necessarily to the one submitting the lowest price. City may award fewer than the indicated bid items and may award them in any combination deemed in the best interest of the City.

**Samples and Testing:**

The City has evaluated samples of the product specified in this document, therefore, no further samples are required. For this reason, only the exact specified products are acceptable.

**Guarantee:**

The successful bidder must guarantee the installation for a period of not less than one year against defects of materials or workmanship. This guarantee shall be dated from the time of acceptance of the work and receipt of final payment. The successful bidder shall replace or correct any work proved to be defective (except when it is clearly shown that the defects are caused by misuse) immediately upon notifications in writing without expense to the City.

**Delivery:**

The City will work with the contractor to establish a mutually agreeable timetable. **However, all elements of this project must be complete, and all invoices must be received by the City before September 21, 2023.** Vender shall, to the extent possible, indicate on the proposal form their anticipated timeframe for the work. Should conditions develop which alter the anticipated timetable, the vendor shall notify the city as soon as possible.

**Contractor's Use of Site and Premises:**

The contractor shall confine their equipment, apparatus, the storage of materials, and operations of their employees to the limit indicated by law, ordinances, permits, or directions of the City and shall not unnecessarily encumber the premises with their materials or equipment. Contractor shall store their materials, supplies, and equipment in a neat and orderly manner so as not to unduly interfere with the progress of their work, the work of other contractors, or the operation of City business.

Contractor shall remove all rubbish and debris from City property and legally dispose of it. Upon completion of any work, the work areas shall be cleaned of all refuse caused by work performed under this agreement. The contractor shall not allow waste material, or rubbish, caused by their employees to accumulate in or about the premises, but shall have it promptly removed.

The contractor shall take all necessary measures to prevent damage to other areas of buildings, grounds, and utilities adjacent to their work. The contractor shall be responsible for damage to the City's premises that may be caused by their work. Should damage occur as a result of the contractor's work, the contractor is responsible for the repair and/or replacement of the damaged area at their own expense. Otherwise, the City shall repair and/or replace the damaged area and charge the contractor or deduct the amount from the contractor's payment.

All work shall be performed in a professional manner using quality equipment and materials, all of which must be maintained and operated with the highest standards as well as meeting all Michigan Occupational Safety Health Administration (MIOSHA) regulations.



Contractor is advised that their employees must act in a polite and professional manner at all times and refer any questions, complaints, or concerns received from the public to a representative of the City.

The City reserves the right to require the contractor to replace any employee the City deems to have performed in a non-professional, or discourteous manner toward the public or any City representative.

All employees of the awarded firm assigned to this project shall carry proper company identification and be dressed in a company uniform so as to present a professional appearance. Use of tobacco products while providing services to the City is strongly discouraged.

**Minimum Qualifications:**

Bidders will be rejected and deemed non-responsive if they do not meet the following qualifications:

- The bidder must be duly licensed by the appropriate authorities to provide the services required.
- The bidder must provide three business references where similar contracted services have been completed.

**Additional Requirements for Potential Bidders:**

If, during the course of the installation the contractor should damage any interior or exterior area, the contractor will be responsible for all necessary repairs interior and exterior that is disturbed by their work. All repairs to exterior surfaces and interior surfaces shall be finished to match existing as close as possible.

Contractor shall be responsible for the repair of any adjoining work on which his work, in any way, is dependent for its proper installation.

Contractor shall take all the necessary measures and precautions to protect surroundings and attachments (interior and exterior) and shall be liable for all damages that may be caused by his actions and work.

The Contractor shall perform all other work as required to deliver a completed and satisfactory job using skilled craftsmen. All measurements and the Scope of Work must be verified on the job by the contractor.

## **Insurance Requirements for Work on/or Within City Property/Facilities:**

### **Liability Insurance**

An ACORD certificate of insurance, or its equivalent, shall be furnished to the City of Auburn Hills at 1827 North Squirrel Road, Auburn Hills, Michigan 48326 evidencing insurance in force for the duration of and applicable to this contract with an insurance company acceptable to the City of Auburn Hills with a minimum A.M. BEST rating of "A", and the following minimum requirements:

- a. General Liability (affording coverage not less than ISO Commercial General Liability coverage form):
  - I. Check mark indicating occurrence as opposed to claims made form
  - II. Limits of Liability:
    - \$2,000,000 each occurrence
    - \$4,000,000 general and products-completed operations aggregates
  - III. Personal Injury \$2,000,000 aggregate
- b. Automobile Liability:
  - I. Check mark indicating coverage as to any automobile
  - II. Certificate must reflect Michigan "No Fault" PIP and PPI statutory coverages are also afforded
  - III. Limits of Liability: \$2,000,000 combined single limit
- c. Acceptable alternate limits are combinations of primary and excess or umbrella limits to equal not less than those shown in (a) and (b) above.
- d. Description section of ACORD form is to read: *It is understood and agreed that the following shall be additional insured: The City of Auburn Hills, including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Building Authority, and their employees, representatives and volunteers. The coverage shall be primary to the additional insured and not contributing with any other insurance or similar protection available to the additional insured. This shall not apply to the contractor's required worker's compensation/employer's liability.*
- e. The Description of Operation section of the Certificate shall also name or describe the project and/or event for which coverage is provided.

### **Owner's and Contractor's Protective Liability**

The Contractor shall procure and maintain during the life of the contract Owner's and Contractor's Protective Liability and Insurance in the name of the City of Auburn Hills, in an



amount not less than \$2,000,000 per occurrence, and \$4,000,000 aggregate for injuries, including death, to persons and property damage including loss of use thereof. This insurance shall be in an insurance company acceptable to the City of Auburn Hills.

### **Workers Compensation**

The Contractor shall procure and maintain during the life of the contract, statutory Michigan Workers Compensation and Employers Liability Insurance for all employees employed at or in the vicinity of the Contractor's property, or any property used in connection with the Contractor's operation or in carrying out any work related to this contract.

Michigan Workers Compensation and Employers Liability Insurance shall be procured and maintained with the following limits of liability:

- \$100,000 E.L. each accident
- \$100,000 E.L. each disease – each employee
- \$500,000 E.L. Disease – Policy Limit

This insurance shall comply with all applicable rules and regulations of the State of Michigan, and shall be in an insurance company acceptable to the City of Auburn Hills.

### **Certificate of Insurance**

The Contractor agrees that he/she will file all required Certificates of Insurance satisfactory to the City of Auburn Hills with the City of Auburn Hills simultaneously with or prior to the execution of this contract indicating that the insurance required herein has been issued and is in full force and effect.

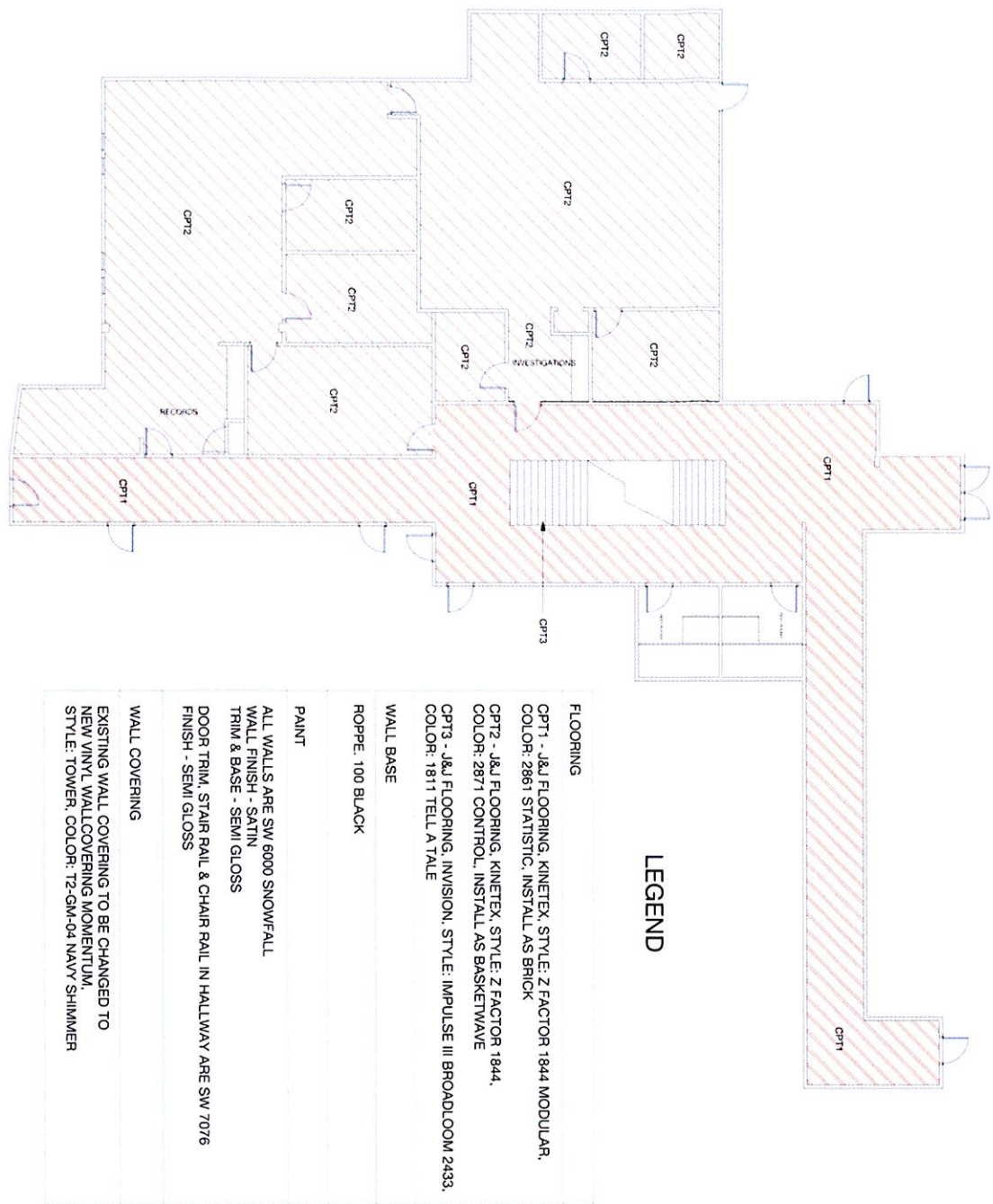
Further, the Contractor will provide updated certificates annually prior to the policies expiration dates, to indicate that the policies and conditions required hereunder are in full force and effect during the life of this contract.

### **Hold Harmless/Indemnification Agreement**

It is further required that all contractors providing services or performing duties for the City of Auburn Hills and/or its Authorities shall enter into a Hold Harmless/Indemnification Agreement with the City and all other entities, in which Agreement the Contractor and its employees, representatives and agents agrees to release, indemnify, defend, and hold harmless The City of Auburn Hills, including all elected and appointed officials, all employees, representatives, and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Downtown Development Authority, and their officers, employees, representatives and volunteers from any injuries, liability, damages, expenses, attorney's fees, causes of action, suits, claims or judgments, costs, incurred and/or arising from the Contractor's performing its work, jobs, duties and/or any other actions and/or omissions of the Contractor and/or its employees, representatives and/or agents pertaining to and/or in connection with the Activity.



Attachment A



PROJECT AUBURN HILLS POLICE DEPARTMENT		START DATE 6/13/23	PROJECT MANAGER ....	SANDRA STACEY DESIGN L.L.C
INVOICE #		REVISION PLOT DATES	ACCOUNT EXECUTIVE S.STACEY	
PROJECT NUMBER ....			INTERIOR DESIGNER S.STACEY	
			DRAWN BY S.STACEY	

FINISH PLAN  
SHEET NUMBER  
F1

CLIENT APPROVAL DATE



**Police Department Carpet Replacement  
ITB-CAH-07-14-2023-001  
Proposal Form**

The undersigned does hereby submit a bid to the City of Auburn Hills for the complete installation of the equipment and services described in the scope of work.

To furnish and perform all labor, materials, necessary tools, expendable equipment preparation, cleanup, and transportation services in order to provide complete service as described in the bid documents, the sum of:

ITEM	TOTAL
Complete Project	\$34,834.20
See attached proposal for detailed information	Click or tap here to enter text.

Provide details on the products suggested in the Proposal Form. (Include all relevant information on the type of carpet and luxury vinyl tile)

All carpet specifications were provided by the City of Auburn Hills.  
Product data pages are included for reference.

Specify an approximate timetable for the work described:

Once material is ordered and shipped, the installation process will take 1 week to complete.

☒ References for 3 projects similar in scope are attached to the proposal form

List information that would demonstrate to the City that your firm is experienced and highly qualified to perform the services described in this bid:

See attached reference list



Respectfully Submitted By,

Company: Solar Contract Carpet

Address: 12227 Beech Daly Rd Redford MI 48239

Telephone: 248-352-4400

Fax: 313-937-1823

Email: [todd.acchione@solarcarpet.com](mailto:todd.acchione@solarcarpet.com) Account Manager: Todd Acchione Cell: 248-946-2410

Carol Herndon

Authorized Signature

Administrative Coordinator

Title

Carol Herndon

Printed Name

7.24.23

Date

**Approval of Contract**

\_\_\_\_\_  
City Representative

\_\_\_\_\_  
Title

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

\_\_\_\_\_  
Date



ign

**Proposal / Contract**

63906

**Solar Contract Carpet - Detroit**

12227 Beech Daly Rd Redford, MI 48239

Phone: (248) 352-4400 • (734) 971-4400 • Fax: (313) 937-1823

PURCHASERS NAME	City of Auburn Hills	JOB NAME	City of Auburn Hills - Police Dept
STREET	1827 N Squirrel Road	STREET	1899 N Squirrel Road
CITY, STATE, AND ZIP CODE	Auburn Hills, MI 48326	CITY, STATE, AND ZIP CODE	Auburn Hills, MI 48326
PHONE #	248-391-3777	PHONE #	(248) 391-3777
ATTENTION	Tim Wisser	Date	07/24/23

PROPOSAL NAME Police Department Carpet Replacement - Commercial Floor Coverings - 07/24/2023

We propose hereby to furnish material and labor - complete in accordance with specifications below, for the sum of: **Dollars**Payment to be made as follows: **NET 30**

We hereby submit specifications and estimates for:

**ITB-CAH-07-28-2023-001 for CITY OF AUBURN HILLS POLICE DEPARTMENT**

\* Installation Methods: CPT1: Main Hallways = Brick; CPT2: Offices = Basket Weave; CPT3 = Stairs = Standard Glue Down

	Price Per	Qty	CPT1	Qty	CPT2	Qty	CPT3
CPT1: Z Factor - Color: 2861	41.15 SY	256	10,534.40	0	0.00	0	0.00
CPT2: Z Factor - Color: 2871	42.15 SY	0	0.00	368	15,511.20	0	0.00
ADH: Kinetex Adhesive - 4 Gal	166.95 EA	4	667.80	6	1,001.70	0	0.00
CPT3: Impulse III - Color: 1811	22.35 SY	0	0.00	0	0.00	60	1,341.00
ADH: Broadloom Adhesive - 4 Gal	61.35 EA	0	0.00	0	0.00	2	122.70
WB: 4" Vinyl Cove - Color: 100 Black	1.50 LF	480	720.00	600	900.00	0	0.00
Labor: Take Up Existing GD Carpet	1.25 SY	256	320.00	368	460.00	60	75.00
Labor: "Estimated" Floor Prep	55.00 HR	6	330.00	10	550.00	2	110.00
Labor: Stairs - GD - Per Large Step	10.00 EA	0	0.00	0	0.00	22	220.00
BN: ROPPE: Nosing TBD - 100 Black	6.00 LF	0	0.00	0	0.00	12	72.00
TRANS: Vinyl Reducer Transitions - Black	2.50 LF	24	60.00	24	60.00	0	0.00
Labor: Haul Away Existing - Recycle	1.60 SY	256	409.60	368	588.80	60	96.00
Labor: Night / Weekend Work	1.00 SY	256	256.00	368	368.00	60	60.00
<b>Total Sales:</b>			<b>\$13,297.80</b>		<b>\$19,439.70</b>		<b>\$2,096.70</b>

Pricing does NOT include sales tax, as the City of Auburn Hills is Tax-Exempt

**PROJECT TOTAL:****Additional Services Needed or Requested:**

\* Floor Prep \$55.00 HR

**\$34,834.20**

1. A service charge of 1 1/2% per month on all past due accounts will be charged (18% per annum).
2. Prices herein are firm for 30 days from the date of this proposal.
3. Electric current, heat, hoisting and/or elevator service to be furnished without charge to seller.
4. Purchaser shall provide floors covered by this proposal - smooth, level, and free from debris prior to installation of merchandise sold hereunder.
5. No Liability shall accrue against seller as a result of breach of these terms and conditions resulting from any strike, act of God, lockout, accident, or any other delay.
6. All material is guaranteed to be as specified and all work is to be completed in a workmanlike manner according to standard practices.
7. Any alteration or deviation from job specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the proposal.
8. Any proposal for work of an unlimited quantity will be subject to change. A new proposal/contract form will be submitted by seller, which must be accepted by purchaser within 30 days or the contract will become null and void at the completion of the 30 day acceptance period.
9. All orders subject to credit approval by Solar Contract Carpet.

Seller's Name &amp; Signature: Todd Accchione

Date: 07/24/23

**Acceptance of Proposal -**

The above prices, specifications and conditions are satisfactory and are hereby accepted.  
 You are authorized to do the work as specified. Payment will be made as outlined above.

Customer's Printed Name:

Title:

Date of Acceptance:

Signature:

## REFERENCE FORM - SOLAR CONTRACT CARPET

1. Client Name: City of Auburn Hills Project: Community Center  
Client Contact Tim Wisser Email twisser@auburnhills.org  
Contact Phone Number: 248-391-3777  
Services performed from and to (dates): Flooring replacement in: Fieldstone Golf Club Clubhouse, Fire Department HQ and Community Center.
2. Client Name: City of Wixom Project: Police Department  
Client Contact Caroline Shave Email \_\_\_\_\_  
Contact Phone Number: 248-624-4557  
Services performed from and to (dates): Floor replacements for lobby corridors, reception & operations room
3. Client Name: City Of Dearborn Project: DISC Ice Arena  
Client Contact Kirk Young Email kyoung@ci.dearborn.mi.us  
Contact Phone Number: 313-943-3131  
Services performed from and to (dates): Flooring replacement in: DISC Ice Arena's

*Attach additional pages if necessary.*



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: AUGUST 7, 2023

AGENDA ITEM NO 7F

FIRE DEPARTMENT

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Adam Massingill, Fire Chief  
**Submitted:** 08-01-2023  
**Subject:** Motion – To Approve Design Work for Fire Station 2 Modernization Project

### INTRODUCTION AND HISTORY

On July 25, 2023, the Tax Increment Finance Authority (TIFA) received a presentation and recommendation to award a contract for professional services for architectural design for Fire Station 2 Modernization to Spicer Group. TIFA voted unanimously to award the contract in the amount not to exceed \$58,500 to Spicer Group for the design portion of the Station 2 Modernization. Because this is a city-owned building, staff is seeking City Council's authorization to conduct the design work for the Fire Station 2 Modernization Project. Construction cost estimates will be determined following the completion of the design work.

Over the past 20 years, the fire department has transitioned from a paid on-call to a full-time fire department that operates from our three strategically located stations. Twenty-five full-time personnel and twelve part-time personnel rotate work with three shifts each working 24-hours at a time. The existing stations were not designed for 24-hour staffing and have been adapted as best possible to accommodate overnight crews. As with most communities, the department continues to see a steady increase in call volume and increased demand on our responses. As the working model for firefighters has evolved, the design and layout of Fire Station 2 has become obsolete and in need of modernization.

In January 2023 Fire Department Administrative Staff moved from Station 2, which is in the Public Safety Building on the municipal campus into a new administrative building. The purpose of this move was in part to allow for the modernization of Station 2. The goal of the modernization is to improve service delivery, increase productivity, and improve working conditions. Modern facilities that incorporate decontamination and isolation of carcinogens through a hot, warm, and cold zone design will help to improve working conditions for firefighters. Updated workstations and better work area layout will increase productivity and the ability to relocate bunkrooms from the basement to the first floor which should decrease response times at Station 2 improving service delivery at the busiest station.

Based on the RFP created by staff, the department received six bids and a bid opening was conducted on June 6, 2023. Below is a table representing the bid amount from lowest to highest.

Spicer Group		\$58,500.00
Auger Klein Aller Architects, Inc		\$62,500.00
Redstone Architects		\$30,360.00 + 12% Construction Cost
DLZ		\$80,500.00
Wightman		\$96,988.00
A3C Collaborative Architecture		\$78,750.00

Following the bid opening, staff reviewed each of the proposals to ensure bidders met the requirements described in the RFP. The evaluation process followed framework established when the Fire Department and DPW collaborated to identify an architecture firm for Fire Station 1 and Station 3 modernization design in 2021. Staff determined that all bid submissions met the intent of the RFP and that all bidders would be capable of performing the work in a satisfactory manner. Based on staff evaluations, Fire Department and DPW staff interviewed the Spicer Group as the identified lowest bidder for the design work. Following the interview, both Fire Department and DPW staff agreed that Spicer Group would be recommended to TIFA and City Council for design work to complete the modernization of Fire Station 2.

#### **STAFF RECOMMENDATION**

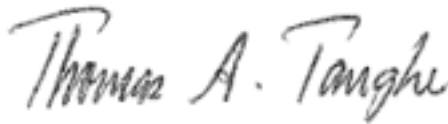
Staff recommends that City Council provide authorization for design work to be completed for the modernization of Fire Station 2 as outlined in the proposal from Spicer Group dated June 6, 2023.

**CITY MANAGER'S NOTE:** By way of this memo, City Council is not authorizing the funding for this work, but rather to recognize that they are authorizing work to be completed on one of its city buildings.

#### **MOTION**

**Move to approve design work for the Modernization of Fire Station 2 by Spicer Group utilizing funding approved by the Tax Increment Finance Authority in the meeting on July 25, 2023.**

I CONCUR:



---

THOMAS A. TANGHE, CITY MANAGER



**PROPOSAL TO PROVIDE  
ARCHITECTURAL AND  
ENGINEERING DESIGN  
TO THE CITY OF AUBURN  
HILLS FOR FIRE STATION #2  
MODERNIZATION PROJECT**



**JUNE 6TH 2023**





## Section II: Firm Past Experience Requirements / References / Signatures

To assure submitting firms have prior experience in municipal public safety facility assessment and designs, submitters must provide past projects/references with current contact information. In addition, it will be required for an official owner or designee to sign the submitted proposal.

Please Provide List of Public Safety / Fire Departments of past work references (State of Michigan is preferred).

	Agency	Contact	Phone
1	New Bear Lake Township Fire Station #1	Bear Lake Township, Jeffery Harthun – Supervisor	(231) 864-3620
2	New Greendale Township First Responder Station	Greendale Township, James LeViere – Supervisor	(989) 317-3337
3	Grand Blanc Township Fire Station #3 Addition and Renovations	Grand Blanc Twp., Robert Burdette – Fire Chief	(810) 694-7211
4	New Jerome Township Fire Station #1	Jerome Township., Jerry Cole-Fire Chief	(989) 687-2600
5	New Rogers City Area Fire Department Station #1	Rogers City Area Fire Department Authority	(989) 474-9009
6	Washington Township Fire Station #2 Renovations	Washington Township (design build with Superior Contracting), Brian S. Tyrell – Fire Chief	(586) 786-0010
7	City of Dearborn 911 Dispatch and Emergency Operations Center	City of Dearborn, Spring Tremaine	(734) 646-1833
8	Saginaw Charter Township Fire Station #2 Expansion	Saginaw Township, Chris Van Loo	(989) 792-9691
9	Peninsula Township Fire Station Needs Assessments	Peninsula Township, Fred Gilstorff	(231) 223-4443

## Request for Proposal Submission Final Official Signatures

Company: Spicer Group, Inc.

Address: 230 S. Washington Ave. Saginaw, MI 48607

Telephone: 989-754-4717 Fax: 989-754-4440

Email: daveb@spicergroup.com

Tax ID / EIN Number: 38-1612017

  
\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
President  
Title

\_\_\_\_\_  
Ronald Hansen  
Printed Name

\_\_\_\_\_  
6-6-2023  
Date

## **Section IV: Project Specifications**

### **Aesthetic Specifications:**

1. A building that fits within and responds well to the site and its residential community in all aspects.  
Comply [ X ]   No [   ]   Exception [   ]
2. Focus maintaining a simple, attractive, exterior appearance.  
Comply [ X ]   No [   ]   Exception [   ]

### **Functionality Specifications:**

3. Consideration of both immediate and long-term goals and needs of the fire and emergency medical services (EMS). Keep possibility of future expansion in mind.  
Comply [ X ]   No [   ]   Exception [   ]
4. Provide individual sleeping areas with built-in uniform storage for full-time firefighters.
  - Station 2 – Main Station – 6 to 9 full time firefighters.
  - Includes a Captains quarters and Lieutenant quarters.Comply [ X ]   No [   ]   Exception [   ]
5. Single floor design for best emergency response.  
Comply [ X ]   No [   ]   Exception [   ]
6. Fire station commercial kitchen areas designed for full time 24 hours work schedules that are code compliant.  
Comply [ X ]   No [   ]   Exception [   ]
7. Fire station living area adequately sized for 6 to 9 firefighters.  
Comply [ X ]   No [   ]   Exception [   ]
8. Provide EMS storage room on main floor attached to apparatus bay.  
Comply [ X ]   No [   ]   Exception [   ]
9. Provide a report writing office with 2 workstations.  
Comply [ X ]   No [   ]   Exception [   ]
10. Provide a room or closet for technology, radios, servers, etc.  
Comply [ X ]   No [   ]   Exception [   ]

### Working/Individualized Environment Specifications

11. A newly renovated fitness center located in the basement of the station needs to have an access point for all City employees to access without walking through administrative working or suppression living space areas.

Comply ☒ No ☐ Exception ☐

12. Fire Station bathrooms configured to utilize existing space, to support gender neutrality, to provide personal storage capacity (lockers), and to be compliant with all applicable building codes.

Comply ☒ No ☐ Exception ☐

### Technology Specifications:

13. Integration of current station emergency dispatching and alerting systems throughout the building with emphasis on heart healthy alerting in the dorm rooms.

### Safe Environment Specifications:

14. Distinguish between hot and cold zones, regarding contamination from apparatus and fire gear.

Comply ☒ No ☐ Exception ☐

15. Hot, warm and cold zones with appropriate physical barriers and ventilation controls to reduce the risk of contaminating office and living spaces.

Comply ☒ No ☐ Exception ☐

16. Develop a station layout that provides for separation of living quarters from contaminants, toxins, and carcinogens.

Comply ☒ No ☐ Exception ☐

17. Up to date security aspects.

Comply ☒ No ☐ Exception ☐

### Building Infrastructure and High Energy Efficiency Specifications:

18. Adequate insulation and HVAC operations.

- Hot and cold Michigan environments
- Insulated windows and doors

Comply ☒ No ☐ Exception ☐

19. Electrical infrastructure that complies with applicable building codes.

Comply ☒ No ☐ Exception ☐

20. Energy efficient infrastructure.

Comply [ X ] No [ ] Exception [ ]

21. Replace existing windows with modern high efficiency windows as needed.

Comply [ X ] No [ ] Exception [ ]

22. Use of quality materials and appropriate construction details that provide long-term durability for interior spaces.

Comply [ X ] No [ ] Exception [ ]

23. Sustainable design features where feasible and cost effective. Provide energy efficiency and ease of maintenance both inside and out.

Comply [ X ] No [ ] Exception [ ]

Station Study Architectural Cost Projection Specifications:

24. The City wishes to know the best estimated station cost of implementing assessed recommended architectural design upgrades. A conceptual Project Cost Projections for the station submitted upgrade recommendations shall be written in on Section VI: Bid Cost Form to assist the City of Auburn Hills in moving forward in implementing the submitted architectural designs.

Comply [ X ] No [ ] Exception [ ]



### ***Background***

It is Spicer Group's understanding that the City of Auburn Hills has been operating Fire Station 2 as a manned facility for some time under temporary conditions that are less than ideal. As a result, the City is soliciting design firms to assess and improve the conditions at the station. Station 2 is currently staffed with 4-5 firefighters that work 24-hour shifts.

The project includes the design of permanent living quarters with amenities for onsite staff. Spicer Group will also include a separation of the employee gymnasium from the fire station quarters as discussed during the pre-bid meeting. The project may include relocation of administrative offices, new employee work areas, common areas such as a day room improvement, new fire fighter living, eating, laundry, decontamination, and sleeping spaces. It is important to locate the living quarters on the same floor as the apparatus bays to improve response times.

**Spicer Group's project approach includes the following steps:**

***Pre-Design Phase:*** This task includes existing facility analysis, program criteria and budget confirmation. We will be reviewing the following in our analysis:

- Space Needs Programming Interviews with Staff
- Review the Existing Space Needs
- Study Content
  - Space needs recommendation
  - Assessment of the condition of the Fire Station portion of the building
  - Provide recommendations for corrective actions
  - Evaluation of ADA compliance
  - Identify safety and security deficiencies.
  - Data Gathering through session with City Staff
  - Space programming
  - Provide probable cost estimates

### **Building Programming and Conceptual Design**

Our tasks for programming and conceptual design is included as follows:

***Task One:*** Spicer Group's architect will meet with the design committee and staff to review the programming and needs for the new fire station. The end goal of this task is to make informed recommendations with committee input on the direction conceptual design will take. Spicer group will provide meeting minutes of each meeting and provide draft minutes for review and approval by the City.

***Task Two:*** Spicer Group will develop a comprehensive list of desires and needs for the facility in the form of space programming. Programming will include present and future staffing requirements, specific spaces, square footages, building systems and specialized equipment. We have a great deal of experience developing building programming for municipalities, especially for emergency services. Utilizing the programming results, Spicer Group will produce block diagrams and rough sketches that reflect the requirements of the project. We will include a written description of the character, use, and

June 1, 2023

Page 2 of 4

requirements of each room or space within the project. In addition, each option will include implications of local, state, and federal codes, ordinances, and standards which could have an impact on the project.

**Task Three:** Spicer Group will develop conceptual budgets for each recommendation. These budgets will be reported so the City may consider priorities and potential phasing. Spicer will present a draft report and diagrams to the building Committee. Once the committee has given a final direction, Spicer Group will be honored to see the project through schematic design, design development, final design, bidding and construction administration.

**Schematic Design Phase:** During this phase we will be interviewing the team and developing a program of needs for the new fire station. We will also review the project budget and discuss how it relates to the project goals in terms of space, materials, longevity, and amenities. Once we have concluded our interviews, we will develop a first draft layout for the building and site for owner review and input.

**Design Development Phase:** During this phase we further define the wishes and objectives of each of the scope items. We will meet with the City's team and personnel to receive input on their aesthetic, material, equipment, and operational preferences, and provide the team with ideas, options, and pricing to help form an agreed upon design. Preliminary design will take place during this phase, including investigation, surveying, calculations, code review and permit planning. Once design development is complete and there is a clear and approved path forward, Spicer will enter the design phase of the project. At the end of this phase the project will be fully defined and ready for site plan approval.

**Construction Document Phase:** During this phase, we select equipment, and generate drawings, schedules, and specifications. We will provide incremental review sets for review, comment, and approval, and work towards finalizing permit drawings, bidding, and construction documents. If the schedule is such that it makes sense to issue a permit set of drawings for code review prior to finalizing the bidding documents, Spicer will provide the necessary documentation to expedite the review process and will remain flexible for the City's team.

**Bidding Phase:** Spicer Group will provide the bidding support needed to help the City receive complete and competitive bids. We will provide bidding outreach to Southeastern-Michigan's most suitable contractors, of which we've worked alongside for many years. We will provide a pre-bid conference and walk-through, and work with bidders to ensure they understand the key attributes and finer details of the project. Spicer Group believes that extra work with contractors and suppliers during the bidding phase helps to minimize misinterpretations and added costs during construction. Spicer Group will also review all bids and provide recommendations for awarding the project.

**Construction Stage:** During the construction phase Spicer Group will provide phone and email support to the contractors. We can provide evening and weekend support as required as well. We will be present at all scheduled construction meetings, and with offices in Saginaw and Bingham Farms, along with staff throughout Michigan, we will be available to respond to issues promptly, and visit the site as scheduled and requested.

June 1, 2023

Page 3 of 4

**Project Close-out:** During the final stages of construction, Spicer will provide final inspections and punch lists to ensure all work has been completed to the highest degree. We will verify all training has been documented, warranties are in place, close out documents are complete and that the contractors have issued all available energy rebates.

Schedule Worksheet	
Activity	Weeks
Pre Design Phase	2
Conceptual Design	3
Schematic Design	3
Design Development	3
Construction Documents	12
Bidding Phase	4
Construction Phase	26
Project close-out	4

**Warranty Period:** From the project close-out date and the start of the warranty period, Spicer will continue to support the City. In the event an issue arises, Spicer Group will coordinate with the installation contractor, equipment supplier, and manufacturers as needed, to ensure the warranties are honored.

**Project Success and Continued Support:** After the one-year contractor's warranty period expires Spicer Group hopes to continue to provide support and guidance to the City. This project will not be fully successful to Spicer Group unless we become the Townships design professional of choice. Even if you just have a question or two Spicer Group will be there to offer professional advice.



***Familiarity with State and Local Standards and Requirements***

**Experience with UFAS and ADA Standards:** Spicer Group has extensive experience regarding accessible buildings and sites ranging from state parks to building remodeling. In this past year we have worked on new buildings, building remodels, and ADA compliance studies that have all required an extensive knowledge of what it takes to not just be accessible but really make the buildings appropriate for people with differing abilities. We have designed accessible municipal buildings, office buildings, apartment buildings, single family homes, and retail establishments. Currently, Spicer Group is working on a new fire station project with Bear Lake Township that includes UFAS and ADA standards.

**State Building Codes:** Referencing the Michigan Building Code 2015 is the first step in every project we undertake. A thorough code search can reveal unexpected limitations and suggest new options. This task is made much easier by the fact that our project architect is also a State of Michigan Code Official and is extremely knowledgeable. From there we reference several other codes and organizations to ensure a safe building. These include International Association of Fire Fighters, National Fire Protection Association, NEC, ASHRAE, OSHA, NFPA, FSRs, and FAA.

We take code compliance seriously, not just to get through a plan review, but to protect the health, safety, and welfare of every person that uses a facility we have designed or inspected.

**Energy Codes:** We work to find the proper balance of energy efficiency and long-term costs by following the guidelines of Michigan Energy Code, EnergySTAR, NEPA, LEED, and other organizations. Our commitment is to the comfort, health, and welfare of a building's users as well as to the environment.

**Appendix B:  
Hold Harmless/Indemnification Agreement**

**CITY OF AUBURN HILLS  
HOLD HARMLESS AGREEMENT**

As required for approval of the RFP-CAH-06-06-2023 Fire Station 2 Modernization  
(Activity)

Spicer Group, Inc. herein after referred to as Spicer Group  
(Name of Company) (Abbreviated Name Form)

agrees to release, indemnify, defend, and hold harmless The City of Auburn Hills, including all elected and appointed officials, all employees, representatives, and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Downtown Development Authority, and their officers, employees, representatives and volunteers from any injuries, liability, damages, expenses, attorney's fees, causes of action, suits, claims or judgments, costs, incurred and/or arising from the Contractor's performing its work, jobs, duties and/or any other actions and/or omissions of the Contractor and/or its employees, representatives and/or agents pertaining to and/or in connection with the Activity.

In addition, Spicer Group, Inc. agrees to furnish an ACORD certificate of insurance  
(Abbreviated Name Form)

- a. as required by the City of Auburn Hills with the description of the ACORD form to read as follows: *It is understood and agreed that the following shall be additional insured: The City of Auburn Hills, including all elected and appointed officials, all employees, representatives and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Downtown Development Authority, and their officers, employees, representatives and volunteers. The coverage shall be primary to the additional insured and not contributing with any other insurance or similar protection available to the additional insured. This shall not apply to the contractor's required worker's compensation/employer's liability.*

Name of Company

Spicer Group, Inc.

By David Boersma

Dated 6-5-23

Witnesses

Stephanie Wizner

6-5-23



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/5/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Professional Concepts Insurance Agency, Inc. 1127 South Old US Highway 23 Brighton MI 48114-9861		<b>CONTACT NAME:</b> certs@pciaonline.com <b>PHONE (A/C, No, Ext):</b> (800) 969-4041 <b>E-MAIL ADDRESS:</b> certs@pciaonline.com <b>FAX (A/C, No):</b> (800) 969-4081	
<b>INSURED</b> Spicer Group, Inc. 230 S Washington Ave Saginaw MI 48607		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: National Fire Insurance of Hartford INSURER B: The Continental Insurance Company INSURER C: Travelers INSURER D: INSURER E: INSURER F:	
		<b>NAIC #</b> 20478 35289 41769	

**COVERAGES****CERTIFICATE NUMBER: 23-24****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			7036157831	1/1/2023	1/1/2024	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input checked="" type="checkbox"/> X,C,U						MED EXP (Any one person) \$ 15,000
	<input checked="" type="checkbox"/> Contractual Liability						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:						\$
A	<b>AUTOMOBILE LIABILITY</b>			7036157828	1/1/2023	1/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
	10						\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB			7036194538	1/1/2023	1/1/2024	EACH OCCURRENCE \$ 10,000,000
	<input type="checkbox"/> EXCESS LIAB	<input checked="" type="checkbox"/> OCCUR					AGGREGATE \$ 10,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	<input type="checkbox"/> CLAIMS-MADE					\$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>			7036157845	1/1/2023	1/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	<b>Professional Liability</b>			106428805	1/1/2023	1/1/2024	Each Claim 5,000,000
							Aggregate 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

For Information Purposes Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Mike Cosgrove/KATHRY <i>Michael Cosgrove</i>

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# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: AUGUST 7, 2023

AGENDA ITEM NO 8A

CITY CLERK'S OFFICE

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Laura M. Pierce, City Clerk  
**Submitted:** August 2, 2023  
**Subject:** Motion – To consider non-renewal of Comfort Suites hotel license.

### INTRODUCTION AND HISTORY

At the June 19, 2023 City Council meeting, City Council held a Public Hearing to consider non-renewal of the hotel license for Comfort Suites, 1565 N. Opdyke, due to multiple violations from the Community Development and Fire Departments, failure to pay their taxes, and failure to submit the renewal application and application fee.

The following motion was made by City Council at the June 19<sup>th</sup> meeting:

*To grant Comfort Suites, 1565 N. Opdyke, a 30-day extension to allow the hotel additional time to address each violation that was stated in all of the staff reports that we heard tonight and are part of the record. Further as an additional condition, that within 14 days from today's date, all rooms shall have smoke detectors that are fully operational, the pool shall remain closed until any violations that are in the pool area are corrected, and the fire watch shall continue during the entire 30-day period.*

Comfort Suites installed smoke detectors, addressed the pool area violations, and continued the fire watch within the required 14-day timeframe. In addition, the hotel submitted the required application and application fee and paid the real property taxes.

Comfort Suites returned to City Council on July 24<sup>th</sup> as there were remaining violations. The following motion was made by City Council:

*To grant a two week extension to the applicant to complete all of the items set forth on Mr. Lang's report as well as the Fire Department's report, except that the fire alarm panel has to be fully operational by tomorrow at 3:00 PM, the sprinkler system has to be fully operational working by tomorrow at 3:00 PM, a backup radio to serve as a backup system has to be paid for with proof of an invoice by 3:00 PM tomorrow, the personal property taxes due and owing in the amount of approximately \$3,500 have to be paid tomorrow. If those four items are not done tomorrow by 3:00 PM then the request for renewal will be denied. If those items are done tomorrow by 3:00 PM, then they will have the remainder of the two weeks to complete the other items on Mr. Lang, Mr. Toss, and Chief Massingill's reports.*

On July 25<sup>th</sup>, the Fire Department conducted a follow up inspection. Of the 16 code violations, the contactor has corrected 12 of the violations. The sprinkler head replacement was completed, and the suppression system was functional. The Fire Department confirmed that the hallway alarms, pull stations, and smoke detectors were functioning properly. In addition, Comfort Suites provided the City Clerk's Office a receipt of payment for the personal property taxes and a receipt for the purchase of the cellular device for the alarm system. On July 26<sup>th</sup>, Construction Coordinator Lang hand-delivered a copy of the attached re-inspection report to the front desk of the Comfort Suites and spoke with the manager.

While the above violations have been addressed, there are still outstanding violations:

Community Development Department	The exterior railings have not been repaired. The open electrical will be re-inspected on Monday. There are two building permits that are still not closed. These items reflect the outstanding life safety issues not addressed by the Fire Department. The attached previously submitted re-inspection report outlines additional non-life safety violations that have not been resolved. (Attachment A)
Fire Department	Repairs/replacement of the fire doors, the installation of the cellular monitoring backup, and sealing penetrations in fire rated assemblies. (Attachment B)

### **STAFF RECOMMENDATION**

Because Comfort Suites has remaining violations, City Council has several options when considering the next step:

1. Grant the hotel another extension to allow the hotel additional time to address each violation as stated in the reports. Staff would monitor the progress and present an update at the August 21<sup>st</sup> City Council meeting.
2. Not renew the license due to the outstanding violations. The hotel would be permitted to operate until the City's decision to not renew was mailed to the hotel. The hotel would then be required to cease operation.
3. Issue a conditional license to the hotel. This would allow the hotel to continue to operate "as is" until the license expiration on December 31, 2024.

### **MOTION**

Below are the three options based on how City Council would like to proceed:

#### **OPTION A**

Move to grant Comfort Suites an extension to allow the hotel additional time to address each violation as stated in the staff reports. Further, if the violations have not been fully addressed, the hotel representative is required to report back to City Council at the August 21, 2023 City Council Meeting.

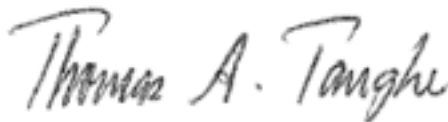
#### **OPTION B**

Move to not renew the hotel license for Comfort Suites due to the outstanding violations as stated in the staff reports. Further, to direct staff to notify the hotel by mail of these findings as required by Sec. 22-178 (b) & (c).

#### **OPTION C**

Move to issue a conditional license to Comfort Suites to expire on December 31, 2024.

I CONCUR:




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THOMAS A. TANGHE, CITY MANAGER

**ATTACHMENTS**

Attachment A – Comfort Suites, Community Development Violation Report, July 18, 2023

Attachment B – Comfort Suites, Fire Department Violation Report, updated July 25, 2023

Attachment C – City Council Minutes, July 24, 2023

Attachment D – Memo to City Council, July 24, 2023

Attachment E – City Council Minutes, June 19, 2023

Attachment F – Memo to City Council, June 19, 2023

**Pierce, Laura**

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**Subject:** Comfort Suites Update

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**From:** Lang, Devin <dlang@auburnhills.org>  
**Sent:** Wednesday, August 2, 2023 12:48 PM  
**To:** Pierce, Laura <lpierce@auburnhills.org>  
**Cc:** Massingill, Adam <amassingill@auburnhills.org>; Toss, Jon <jtoss@auburnhills.org>  
**Subject:** RE: Comfort Suites Update

Good Afternoon Laura,

I apologize for the delay in getting this over to you. I just got back from court.

As of today, the exterior railings have not been repaired. I will re-inspect the open electrical on Monday, 08/07. There are also two building permits that are still not closed today. These items reflect the outstanding life safety issues not addressed by the Fire Department. The previously submitted re-inspection report outlines additional non-life safety violations that have not been resolved.

On 07/26/2023, I hand-delivered a copy of this re-inspection report to the front desk of Comfort Suites. I spoke with the manager, Dan, via telephone and advised him that I was delivering the notice, and if he had questions, he was directed to call me. I have had no communication with the Hotel staff since that date.



If you have any questions, please let me know.

Thank you,

**Devin Lang**

Construction Coordinator | Assistant to the Director of Community Development  
1827 N. Squirrel Road | Auburn Hills, MI 48326  
248-364-6946 (Direct)  
[dlang@auburnhills.org](mailto:dlang@auburnhills.org)



Code Enforcement  
City of Auburn Hills  
1827 N Squirrel Rd  
Auburn Hills, MI 48326

July 18, 2023

REVTI HOSPITALITY, LLC  
ATTN: PARASHAR N SHUKLA  
1565 N OPDYKE RD  
AUBURN HILLS, MI 48326-2654

## Hotel Inspection Report

RE: COMFORT SUITES (1565 N OPDYKE RD. AUBURN HILLS)

Date: 07/18/2023      Time: 14:00

Inspectors:      Devin Lang (Construction Coordinator / Assistant to the Director)  
                         Justin Tomei (Code Enforcement Officer)

Inspection Type: Re-Inspection

Rooms Inspected: 112, 115, 117, 209, 212, 215, 217, 311, 315, 318, 320.

As of the date of this report, the following violations were noted as outstanding.

### SECTION 1822. USE OF, AND MAINTENANCE OF, PROPERTY AS APPROVED:

(2) The owner, tenant, occupant or person in charge of any property which was the subject of an approved site plan shall maintain the property and the improvements thereon in accordance with the approved site plan, or an approved amendment thereof. The duty to maintain shall include the duty to maintain in a condition substantially similar as approved, including the duty to replace, if necessary, all improvements such as, but not by way of limitation, all greenbelts, plantings, walls, fences, paving, trash receptacles, handicapped parking areas, and the like.

- Parking lot signage is faded.

### Sec. 34-178 - Cause of blight or blighting factors.

(2) The storage upon any property of junk or inoperable vehicles for a period exceeding ten days, unless the vehicle is kept in a totally enclosed structure. It shall be the property owner's responsibility to demonstrate to the enforcement officer compliance with this provision if the license plate cannot be observed.

- Inoperable vehicle observed on the property.

### Sec. 22-180. - Hotel rules and regulations.

(1) Hotels shall not have the condition for cause as set forth in Subsections (1)—(7) of section 22-176 herein, existing at the hotels.

### Sec. 22-176. - Refusal, suspension, revocation or nonrenewal of.

(5) Conducting the business in an unlawful manner or in such manner as to constitute a maintenance of a nuisance upon or in connection with the licensed



hotel. For purposes of this chapter, "nuisance" shall be given the formal and customary meaning, and shall include, but not be limited to, the following:

(a) Existing violations of building, electrical, mechanical, plumbing, zoning, health, property maintenance, fire or other applicable regulatory codes.

- Fire-rated rooms have penetrations that are improperly sealed or not sealed at all.
- Fire panel is in trouble mode. A new panel has been ordered; plans have not been approved.
- Fire doors are not self-closing and do not seal tightly when closed.
- Open junction boxes, electrical outlets, and exposed wiring throughout the hotel.
- Open building and mechanical permits must receive passing final inspections.
- Door hardware does not comply with accessibility requirements.
- Guard rail outside exit door is not safe or secure.

Sec. 22-180. (12) - Hotel rules and regulations. (continued)

- Privacy latches missing or not correctly installed.
- Carpet stained and ripped.
- Metal surfaces throughout the pool area have rusted due to excess moisture.
- Wooden doors throughout the pool enclosure show significant water damage and poor integrity.
- Exterior doors do not close freely and do not seal tightly.
- Room furnishings are in disrepair.
- Paint throughout the interior is worn, chipped, and peeling.

Additional Notes:

The pool has been placed back in service by the hotel. Egress hardware is on the exterior door, and fire extinguisher cabinets have been replaced. The door between the pool and the hotel does not have accessible hardware.

As reported by hotel staff, all smoke detectors now alarm and report to the panel. Inspector Toss has requested an alarm test with a licensed alarm contractor to confirm.

The fire alarm system was tested via a pull station. It was proven that despite two trouble signals, the panel does report to outside alarm monitoring.

As reported by hotel staff, 15 fire doors were repaired to be self-closing. Several doors to mechanical rooms and stairways still do not self-close, latch, or seal appropriately.

Inspectors observed that sprinkler heads had been painted in all rooms inspected. Hotel staff was directed to place any rooms with painted sprinkler heads out of service until they were replaced.



Devin Lang

Construction Coordinator | Assistant to the Director of Community Development

1827 N. Squirrel Road | Auburn Hills, MI 48326

248-364-6946 Direct

[dlang@auburnhills.org](mailto:dlang@auburnhills.org)



AUBURN HILLS  
FIRE DEPARTMENT



Official Memorandum

To: Comfort Suites, 1565 N Opdyke  
From: Jon Toss, Fire Inspector  
Date: July 25, 2023  
Subject: Ordinance Violation

THIS NOTICE IS TO ADVISE YOU THAT VIOLATION(S) OF THE AUBURN HILLS FIRE PREVENTION CODE WERE OBSERVED TO EXIST AT THE ABOVE LOCATION:

**901.6.1 Standards.** *Fire protection systems shall be inspected, tested and maintained in accordance with the referenced standards listed in Table 901.6.1.*

TABLE 901.6.1  
FIRE PROTECTION SYSTEM MAINTENANCE STANDARDS

SYSTEM	STANDARD
Portable fire extinguishers	NFPA 10
Carbon dioxide fire-extinguishing system	NFPA 12
Halon 1301 fire-extinguishing systems	NFPA 12A
Dry-chemical extinguishing systems	NFPA 17
Wet-chemical extinguishing systems	NFPA 17A
Water-based fire protection systems	NFPA 25
Fire alarm systems	NFPA 72
Smoke and heat vents	NFPA 204
Water-mist systems	NFPA 750
Clean-agent extinguishing systems	NFPA 2001

1. *Provide copies of inspection reports for both the fire alarm and fire sprinkler systems indicating that these systems have been inspected in compliance with the applicable NFPA standards within the last calendar year.*

**901.4.1 Required fire protection systems.** *Fire protection systems required by this code or the International Building Code shall be installed, repaired, operated, tested and maintained in accordance with this code. A fire protection system for which a design option, exception or reduction to the provisions of this code or the International Building Code has been granted shall be considered to be a required system.*

1. *At the time of this inspection, the fire alarm panel was showing one trouble and one supervisory signal. Correct the conditions causing these signals.*
2. *The fire alarm system was originally provided with two telephone lines to satisfy the NFPA 72 requirements for a redundant communications path. One of these telephone lines is no longer in service. Provide a secondary communications path to bring the system back into*

*compliance with its original installation standard or upgrade the communications paths to comply with current code.*

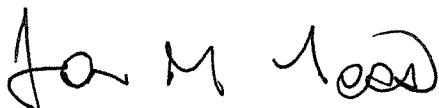
**703.2 Opening protectives.** Opening protectives shall be maintained in an operative condition in accordance with NFPA 80. Where allowed by the *fire code official*, the application of field-applied labels associated with the maintenance of opening protectives shall follow the requirements of the *approved* third-party certification organization accredited for *listing* the opening protective. Fire doors and *smoke barrier* doors shall not be blocked or obstructed, or otherwise made inoperable. Fusible links shall be replaced promptly whenever fused or damaged. Fire door assemblies shall not be modified.

1. *The Fire Department shall verify that all fire rated opening protectives comply with code.*

**703.1 Maintenance.** The required *fire-resistance rating* of fire-resistance-rated construction, including, but not limited to, walls, firestops, shaft enclosures, partitions, *smoke barriers*, floors, fire-resistive coatings and sprayed fire-resistant materials applied to structural members and fire-resistant joint systems, shall be maintained. Such elements shall be visually inspected by the *owner* annually and properly repaired, restored or replaced where damaged, altered, breached or penetrated. Records of inspections and repairs shall be maintained. Where concealed, such elements shall not be required to be visually inspected by the *owner* unless the concealed space is accessible by the removal or movement of a panel, access door, ceiling tile or similar movable entry to the space. Openings made therein for the passage of pipes, electrical conduit, wires, ducts, air transfer openings and holes made for any reason shall be protected with *approved* methods capable of resisting the passage of smoke and fire. Openings through fire-resistance-rated assemblies shall be protected by self- or automatic-closing doors of *approved* construction meeting the fire protection requirements for the assembly.

1. *The Fire Department shall verify that fire resistance rated construction has been maintained or repaired in accordance with the Fire Code.*

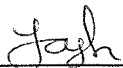
In Fire and Life Safety



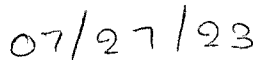
Jon Toss  
Fire Inspector

THESE VIOLATIONS SHALL BE CORRECTED NO LATER THAN 12:00 PM, AUGUST 7, 2023. ALL VIOLATIONS SHALL BE CORRECTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE INTERNATIONAL FIRE CODE, 2015 EDITION, AND THE APPLICABLE NFPA CODES REFERENCED BY THE 2015 INTERNATIONAL FIRE CODE.

As owner or owner's representative, I hereby acknowledge receipt of this notice.



Owner or Owner's Representative



Date





**CITY OF AUBURN HILLS**  
REGULAR CITY COUNCIL MEETING  
EXCERPT

Attachment C

JULY 24, 2023

8a. Motion – To consider non-renewal of Comfort Suites hotel license.

Ms. Pierce reviewed the conditions in which Comfort Suites has been operating since the last City Council meeting. Comfort Suites was to have fully operating smoke detectors in place, the pool area was to remain closed until the violations in that area were corrected and the fire watch had to continue. It was shared that upon a follow up inspection, the smoke detectors had been installed however, the sprinkler heads had been painted over making them non-compliant. The violations in the pool area were addressed and the fire watch has continued. It was also reported that Oakland County Treasury was contacted to confirm all taxes were paid for this property, and it was reported that there is a balance of just over \$3,500 due.

Chief Massingill confirmed that an inspection was completed this morning and confirmed that there had been some work completed however there are still around sixteen items that need to be addressed, one being the fire alarm panel. Some of the sprinkler heads have been replaced however, they have been painted over and now need to be repaired. Chief Massingill shared the main concern is that the fire alarm system is not alerting Oakland County Dispatch which would in turn alert the Auburn Hills Fire Department if there was an issue.

Mr. Lang, Community Development, reported that the open building permits and the electrical issues that were identified at the last meeting have not been corrected. The facility has missing electrical covers, making the junction boxes open and accessible.

Mr. Lyle Russell, attorney for Comfort Suites, Mr. Robert Haywood and Mr. Dinesh Chaundhary, Representing Comfort Suites were present in the meeting. Mr. Russell stated that Mr. Janantik Pandya (John) is the current owner, and he was not present due to an accident.

Mr. Haywood explained that the detectors that were defective have now been replaced and that the notification system does work. He clarified that the only error on the panel was because the fire sprinkler had been turned off so he could replace the sprinkler heads. He explained that the fire panel requires two phone lines and one of the lines got crossed. The phone company has been notified that this needs to be fixed. He stated that he is at their mercy for repairing the issue. Mr. Haywood stated that he is looking into a cell line as a backup. He also shared that the fire watch is still going on and that no guest is staying in an area that is unprotected. He stated that there are one or two fire doors that are not closing properly. Based on fire code, they are able to repair the doors instead of replacing them which will save money but is an issue that will take time to resolve.

It was stated that while progress has been made over the past thirty days, the concern continues to be the health, safety and welfare of anyone staying there and making sure if there is an issue that the building is notified, and people can get out safely.

Mr. Russell commented that the prospective buyers will purchase this location if the compliance issues are corrected. If not, the sale is off.

Mr. Hawkins asked if any lives were at risk due to the violations that still exist at Comfort Suites, and why do we continue to kick this issue down the road. He expressed his frustration and stated that this is unacceptable in Auburn Hills and that this is not the type of facility we want in our City.

Mr. Marzolf shared his concerns as well. He asked if the guests are informed that there is not a properly working alarm system and that they are on a fire watch. Mr. Haywood confirmed that they are not.

Mayor McDaniel stated that there needs to be a definitive timeframe for the phone line so this problem can be solved. There are issues here that are life threatening. He instructed that the delinquent tax payments be paid directly to Oakland County with the receipt being delivered to the City Clerk's Office.

**Moved by Verbeke, Seconded by Carrier.**

**RESOLVED:** To grant a two week extension to the applicant to complete all of the items set forth on Mr. Lang's report as well as the Fire Department's report, except that the fire alarm panel has to be fully operational by tomorrow at 3:00 PM, the sprinkler system has to be fully operational working by tomorrow at 3:00 PM, a backup radio to serve as a backup system has to be paid for with proof of an invoice by 3:00 PM tomorrow, the personal property taxes due and owing in the amount of approximately \$3,500 have to be paid tomorrow. If those four items are not done tomorrow by 3:00 PM then the request for renewal will be denied. If those items are done tomorrow by 3:00 PM, then they will have the remainder of the two weeks to complete the other items on Mr. Lang, Mr. Toss, and Chief Massingill's reports.

**VOTE: Yes:** Carrier, Cionka, Knight, McDaniel, Verbeke

**No:** Hawkins, Marzolf

**Resolution No. 23.07.080**

**Motion Carried (5 - 2)**



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

Attachment D

MEETING DATE: JULY 24, 2023

AGENDA ITEM NO 8A

CITY CLERK'S OFFICE

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Laura M. Pierce, City Clerk  
**Submitted:** July 19, 2023  
**Subject:** Motion – To consider non-renewal of Comfort Suites hotel license.

## INTRODUCTION AND HISTORY

At the June 19, 2023 City Council meeting, City Council held a Public Hearing to consider non-renewal of the hotel license for Comfort Suites, 1565 N. Opdyke, due to multiple violations from the Community Development and Fire Departments, failure to pay their taxes, and failure to submit the renewal application and application fee.

These are violations of Section 22-176 of the ordinance, specifically:

- “(3) Any material violation of this article or of the rules and regulations set forth in this article.”
- “(4) Any violation of federal or state law or the Auburn Hills Code of Ordinances which creates a risk to the health, safety or welfare of the transient guests or to the community, or to the public health, safety and welfare of the city, or brings into question whether the licensee is of suitable character to operate the business.”
- “(5) Conducting the business in an unlawful manner or in such manner as to constitute a maintenance of a nuisance upon or in connection with the licensed hotel. For purposes of this chapter, "nuisance" shall be given the formal and customary meaning, and shall include, but not be limited to, the following:
  - a. Existing violations of building, electrical, mechanical, plumbing, zoning, health, property maintenance, fire or other applicable regulatory codes.
  - c. Failure to maintain the grounds and exterior of the licensed hotel and its premises, including litter, debris or refuse blowing or being deposited upon adjoining properties.”
- “(7) Failure of the licensee to timely pay personal property taxes, other city obligations, including water and sewer charges, and real property taxes from their use and occupancy of the property.

The following motion was made by City Council at the June 19<sup>th</sup> meeting:

*To grant Comfort Suites, 1565 N. Opdyke, a 30-day extension to allow the hotel additional time to address each violation that was stated in all of the staff reports that we heard tonight and are part of the record. Further as an additional condition, that within 14 days from today's date, all rooms shall have smoke detectors that are fully operational, the pool shall remain closed until any violations that are in the pool area are corrected, and the fire watch shall continue during the entire 30-day period.*

A follow up letter was mailed to Comfort Suites on June 21, 2023 listing the violations and deadlines that had to be met. In addition, the letter was hand-delivered to the hotel by a police officer on June 22, 2023. The letter was also emailed to the attorney representing Comfort Suites and the potential new owner of the hotel on June 22, 2023.

Within the required 14-day timeframe, Comfort Suites was required to install fully operational smoke detectors in all rooms. The City inspected 12 rooms and found that while smoke detectors were installed in those rooms, the sprinkler head in each room was painted over, which is a violation requiring the room to be out of service. Hotel staff have stated that the smoke detectors are operational.

Comfort Suites was also required to address the violations in the pool area and to continue the fire watch. City inspectors have confirmed that the pool area violations have been addressed and that area is open to guests. The fire watch has continued as required. In addition, the hotel submitted the required application and application fee on June 22, 2023 and real property taxes have been paid.

While those above violations have been addressed, there are still outstanding violations:

Community Development Department	Multiple violations are still outstanding. (Attachment A)
Fire Department	Multiple violations are still outstanding. (Attachment B)
Treasury	Business/Personal property taxes are still due to Oakland County.

### **STAFF RECOMMENDATION**

Because Comfort Suites has remaining violations, City Council has several options when considering the next step:

1. Grant the hotel another extension to allow the hotel additional time to address each violation as stated in the reports. Staff would monitor the progress and present an update at the August 21<sup>st</sup> City Council meeting.
2. Not renew the license due to the outstanding violations. The hotel would be permitted to operate until the City's decision to not renew was mailed to the hotel. The hotel would then be required to cease operation.
3. Issue a conditional license to the hotel. This would allow the hotel to continue to operate "as is" until the license expiration in December 2024.

### **MOTION**

Below are the three options based on how City Council would like to proceed:

#### **OPTION A**

Move to grant \_\_\_\_\_ a four-week extension to allow the hotel additional time to address each violation as stated in the staff reports. Further, if the violations have not been fully addressed, the hotel representative is required to report back to City Council at the August 21, 2023 City Council Meeting.

#### **OPTION B**

Move to not renew the hotel license for \_\_\_\_\_ due to the outstanding violations as stated in the staff reports. Further, to direct staff to notify the hotel by mail of these findings as required by Sec. 22-178 (b) & (c).

#### **OPTION C**

Move to issue a conditional license to \_\_\_\_\_ to expire on December 31, 2024.

I CONCUR:



**BRANDON SKOPEK, ASSISTANT CITY MANAGER**

### **ATTACHMENTS**

Attachment A – Comfort Suites, Community Development Violation Report, updated July 18, 2023

Attachment B – Comfort Suites, Fire Department Violation Report, updated July 18, 2023

Attachment C – City Council Minutes, June 19, 2023

Attachment D – Memo to City Council, June 19, 2023



Code Enforcement  
City of Auburn Hills  
1827 N Squirrel Rd  
Auburn Hills, MI 48326

July 18, 2023

REVTI HOSPITALITY, LLC  
ATTN: PARASHAR N SHUKLA  
1565 N OPDYKE RD  
AUBURN HILLS, MI 48326-2654

## Hotel Inspection Report

RE: COMFORT SUITES (1565 N OPDYKE RD. AUBURN HILLS)

Date: 07/18/2023      Time: 14:00

Inspectors:      Devin Lang (Construction Coordinator / Assistant to the Director)  
                         Justin Tomei (Code Enforcement Officer)

Inspection Type: Re-Inspection

Rooms Inspected: 112, 115, 117, 209, 212, 215, 217, 311, 315, 318, 320.

As of the date of this report, the following violations were noted as outstanding.

### SECTION 1822. USE OF, AND MAINTENANCE OF, PROPERTY AS APPROVED:

(2) The owner, tenant, occupant or person in charge of any property which was the subject of an approved site plan shall maintain the property and the improvements thereon in accordance with the approved site plan, or an approved amendment thereof. The duty to maintain shall include the duty to maintain in a condition substantially similar as approved, including the duty to replace, if necessary, all improvements such as, but not by way of limitation, all greenbelts, plantings, walls, fences, paving, trash receptacles, handicapped parking areas, and the like.

- Parking lot signage is faded.

### Sec. 34-178 - Cause of blight or blighting factors.

(2) The storage upon any property of junk or inoperable vehicles for a period exceeding ten days, unless the vehicle is kept in a totally enclosed structure. It shall be the property owner's responsibility to demonstrate to the enforcement officer compliance with this provision if the license plate cannot be observed.

- Inoperable vehicle observed on the property.

### Sec. 22-180. - Hotel rules and regulations.

(1) Hotels shall not have the condition for cause as set forth in Subsections (1)—(7) of section 22-176 herein, existing at the hotels.

### Sec. 22-176. - Refusal, suspension, revocation or nonrenewal of.

(5) Conducting the business in an unlawful manner or in such manner as to constitute a maintenance of a nuisance upon or in connection with the licensed



hotel. For purposes of this chapter, "nuisance" shall be given the formal and customary meaning, and shall include, but not be limited to, the following:

(a) Existing violations of building, electrical, mechanical, plumbing, zoning, health, property maintenance, fire or other applicable regulatory codes.

- Fire-rated rooms have penetrations that are improperly sealed or not sealed at all.
- Fire panel is in trouble mode. A new panel has been ordered; plans have not been approved.
- Fire doors are not self-closing and do not seal tightly when closed.
- Open junction boxes, electrical outlets, and exposed wiring throughout the hotel.
- Open building and mechanical permits must receive passing final inspections.
- Door hardware does not comply with accessibility requirements.
- Guard rail outside exit door is not safe or secure.

Sec. 22-180. (12) - Hotel rules and regulations. (continued)

- Privacy latches missing or not correctly installed.
- Carpet stained and ripped.
- Metal surfaces throughout the pool area have rusted due to excess moisture.
- Wooden doors throughout the pool enclosure show significant water damage and poor integrity.
- Exterior doors do not close freely and do not seal tightly.
- Room furnishings are in disrepair.
- Paint throughout the interior is worn, chipped, and peeling.

Additional Notes:

The pool has been placed back in service by the hotel. Egress hardware is on the exterior door, and fire extinguisher cabinets have been replaced. The door between the pool and the hotel does not have accessible hardware.

As reported by hotel staff, all smoke detectors now alarm and report to the panel. Inspector Toss has requested an alarm test with a licensed alarm contractor to confirm.

The fire alarm system was tested via a pull station. It was proven that despite two trouble signals, the panel does report to outside alarm monitoring.

As reported by hotel staff, 15 fire doors were repaired to be self-closing. Several doors to mechanical rooms and stairways still do not self-close, latch, or seal appropriately.

Inspectors observed that sprinkler heads had been painted in all rooms inspected. Hotel staff was directed to place any rooms with painted sprinkler heads out of service until they were replaced.



Devin Lang

Construction Coordinator | Assistant to the Director of Community Development

1827 N. Squirrel Road | Auburn Hills, MI 48326

248-364-6946 Direct

[dlang@auburnhills.org](mailto:dlang@auburnhills.org)



# Auburn Hills Fire Department

1899 N. Squirrel Road  
Auburn Hills, MI 48326  
Office 248-367-6768 Fax 248 370 9358

## Inspection Report

**Occupant Name:** Comfort Suites  
**Address:** 1565 N Opdyke  
**Apt/Suite:**

**Inspection Date:** 07/18/2023  
**Inspection Type:** Followup Inspection  
**Inspected By:** Toss, Jon  
JTOSS@AUBURNHILLS.ORG  
2483646753

### VIOLATIONS

Code	Code Set
General - 315.1	IFC 2015

**Code Text:**  
Storage shall be in accordance with Sections 315.2 through 315.5.

**Comment:**  
First floor stair b closet, laundry storage room.

Illumination required - [BE] 1008.2	IFC 2015
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**Code Text:**  
The means of egress serving a room or space shall be illuminated at all times that the room or space is occupied.

Exceptions:

Occupancies in Group U.

Aisle accessways in Group A.

Dwelling units and sleeping units in Groups R-1, R-2 and R-3.

Sleeping units of Group I occupancies.

**Comment:**  
Repair emergency lights near stairway b first floor.

**Code Text:**

Where required for compliance with the provisions of this code, devices, equipment, systems, conditions, arrangements, levels of protection or other features shall thereafter be continuously maintained in accordance with applicable NFPA requirements or as directed by the fire code official.

**Comment:**

System in alarm and silenced, fire watch required until repaired. Fire watch log shall be submitted to fire dept. upon termination of fire watch

**Violation: - VIOLATION  
Violation**

Local

**Code Text:****Comment:**

Emergency egress plans not on doors of guest rooms. Fire extinguisher cabinet glass broken on first floor. Fire doors do not close and latch, second floor stair a, third floor stair b. Fire door from breakfast area to pool area is missing hardware and does not latch. Fire door to pool area has improper hardware, replace with listed hardware. Fire doors missing caps on crash bars.

**Electrical Service-Clearance - 3.1  
Electrical Service Clearance**

Local

**Code Text:**

A working space of not less than 30 inches in width, 36 inches in depth and 78 inches (1981 mm) in height shall be provided in front of electrical service equipment. No storage of any materials shall be located within the designated working space. F605.3

**Comment:**

Electrical rooms, second and third floors.

**Emergency Egress Lighting Required - 2.4 B**

Local

**Code Text:**

The means of egress, including the exit discharge, shall be illuminated at all times the building space served by the means of egress is occupied. F1006.1

**Comment:**

Emergency lights are out in following areas. Near room 127 In pool area

**Door operation - 703.2.3**

IFC 2015

**Code Text:**

Swinging fire doors shall close from the full-open position and latch automatically. The door closer shall exert enough force to close and latch the door from any partially open position.

**Comment:**

Room 306 fire door does not shut\ Stairway 3a does not latch\ Stairwell 3 emergency light out. Stairway 2b fire door is incomplete and has holes drilled in it making it useless. North 1 fire door exit door does not latch\ First floor storage room completely blocked with stock\ Exit door in pool area not functioning at all. Stairwell 2A fire door does not latch. Found additional fire doors in hotel that have been altered.

**Exit Signs-Required - 2.3 C**

Local

**Code Text:**

Exits and exit access doors shall be marked by an approved exit sign readily visible from any direction of egress travel. Access to exits shall be marked by readily visible exit signs in cases where the exit or the path of egress travel is not immediately visible to the occupants. Exit sign placement shall be such that no point in an exit access corridor is more than 100 feet (30 480 mm) from the nearest visible exit sign. F1011.1

**Comment:**

Exit sign leading into pool is there but it is loose and barely attached to wall.

**Testing and Inspection - 72-10**

Local

**Code Text:**

The inspection, testing, and maintenance of fire alarm systems shall comply with the requirements of NFPA 72, Chapter 10.

**Comment:****Testing-Detection System - 4.5**

Local

**Testing - Detection System****Code Text:**

Fire alarm equipment, including control equipment, batteries, detectors and notification equipment shall be inspected and tested according to NFPA 72, Chapter 14. System components shall be inspected monthly, quarterly, semi-annually, or annually in accordance with table 14.3.1.

**Comment:**

Fire Alarm system is out of service and the hotel has been on a fire watchg since June 2022. Initial plans were denied by FSCI. Waiting on re submittal.

**Inspection-Sprinkler System - 4.6**

Local

**Inspection - Sprinkler System****Code Text:**

All sprinkler system equipment must be inspected and tested in accordance with NFPA 25. Per this standard, various equipment is inspected on a weekly, monthly, quarterly, or annual basis, with all equipment being inspected at least annually. IFC Section 901.6.1, NFPA 25

**Comment:****Fire Extinguishers-Maintenance Frequency - 4.2**

Local

**Fire Extinguishers - Maintenance Frequency****Code Text:**

Fire extinguishers shall be subjected to maintenance at intervals of not more than 1 year, at the time of hydrostatic test, or when specifically indicated by an inspection. NFPA 10,7.2

**Comment:**

Third floor extinguisher cabinet near stairs has no opening device.

## Clearance From Ignition Sources - 2.6

Local

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**Code Text:**

Clearance between ignition sources, such as light fixtures, heaters and flame-producing devices, and combustible materials shall be maintained in an approved manner. F305.1

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**Comment:**

Storage too close to appliances.

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**Exit Reliability - 2.1**

Local

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**Code Text:**

Required exit accesses, exits or exit discharges shall be continuously maintained free from obstructions or impediments to full instant use in the case of fire or other emergency. F1031.2

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**Comment:**

Blocked exit hallway on first floor.

---

**Locks & Latches - 2.2**

Local

**Locks and Latches**

---

**Code Text:**

Egress doors shall be readily openable from the egress side without the use of a key or special knowledge or effort. F1008.1.9

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**Comment:**

Numerous doors thru out property have latches that do not latch.

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**Sprinklers-Painted or Obstructed - 4.10**

Local

**Sprinklers Painted/Obstructed**

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**Code Text:**

Sprinklers shall be inspected from the floor level annually. Sprinklers shall be free of corrosion, foreign materials, paint, and physical damage and shall be installed in the proper orientation (e.g., upright, pendant, or sidewall). Any sprinkler shall be replaced that is painted, corroded, damaged, loaded, or in the improper orientation. NFPA25, 5.2

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**Comment:**

Sprinkler heads in the following rooms have been painted. 209212215217320315311318117112115The hotel is checking every room for sprinkler heads being painted. Rooms with painted heads are out of service.

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**Fire walls, fire barriers and fire partitions - 703.1.3**

IFC 2015

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**Code Text:**

Required fire walls, fire barriers and fire partitions shall be maintained to prevent the passage of fire. Openings protected with approved doors or fire dampers shall be maintained in accordance with NFPA 80.

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**Comment:**

Holes in ceiling need to be caulked. Third floor electrical room.

---

**Walls/Ceilings-Patch Holes - 5.2**  
**Walls/Ceilings - Patch Holes**

Local

**Code Text:**

The required fire-resistance rating of fire-resistance-rated construction (including walls, fire stops, shaft enclosures, partitions and floors) shall be maintained. Such elements shall be properly repaired, restored or replaced when damaged, altered, breached or penetrated. F703.1

**Comment:**

various room in hotel have holes in fire rated construction.

**Clearance to Storage - 13-8.5.6.1**

Local

**Code Text:**

The clearance between the deflector and top of storage shall be 18 inches or greater.

**Comment:**

second and third floor storage rooms are way too crowded with things.

## INSPECTION NOTES

The pool area has been addressed however many life safety issues remain. We checked 12 individual guest rooms and all 12 had sprinkler heads that were painted. The hotel staff is checking every room and begin replacement as soon as they are able. Rooms with painted heads are out of service.

**Thank you for your cooperation in keeping your business and our community safe!**

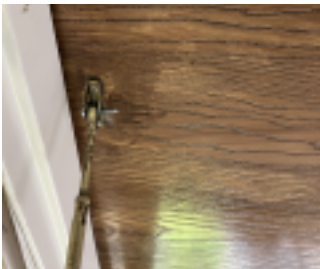
907.8.1 - Maintenance required



907.8.1 - Maintenance required



703.2.3 - Door operation



703.2.3 - Door operation



703.2.3 - Door operation



2.6 - Clearance From Ignition Sources



703.2.3 - Door operation



2.1 - Exit Reliability



**Note: Images are thumbnail preview. If needed, contact inspecting agency for full image files.**





**CITY OF AUBURN HILLS**  
 REGULAR CITY COUNCIL MEETING  
 EXCERPT

JUNE 19, 2023

9b. Public Hearing/Motion - To consider non-renewal of certain hotel licenses.

Ms. Pierce presented the two hotels that are not in compliance with the ordinance and the procedures that were followed. Knowing that Comfort Suites was in the process of a real estate transaction, the new owners were also notified of the current violations and the Public Hearing.

Mr. Toss from the Fire Department and Mr. Lang from the Community Development department presented the violations for Comfort Suites. Mr. Toss shared that the violations he saw on June 19, 2023, are the same as what he saw in March 2023. He reported that there has been no attempt to make repairs. While he shared the list of violations, the most concerning is the fire alarm system which has been out of service since June 2022 and that it needs to be brought up to the current Fire Safety Standards. Due to the issues with the alarm panel, this facility has been on a Fire Watch for over a year. It was reported that there are a number of fire doors that do not function properly and are useless. The full report of violations is in the packet.

Mr. Lang presented that there are open building permits from building alterations and demolition work that have never been finalized as well as electrical code violations. The full report of violations is in the packet.

**COMFORT SUITES PUBLIC HEARING**

Mayor McDaniel opened the Public Hearing for Comfort Suites at 7:56 PM

Mr. Paul Stoychoff and Lyle Russell attorneys for Comfort Suites were present along with Mr. Rob Harwood, the general contractor. Mr. Stoychoff asked for an extension until December 2024. It was shared that this facility is in the process of a real estate transaction and closing should take place in fifteen days. It was discussed that there is an understand to the severity of the violations and stated that there is progress towards alleviating these violations and that the building is safe. It was stated that the fire system works well, but it is not to the satisfaction of the Fire Inspector. Mr. Harwood stated that the current panel and parts are obsolete, and they are working to rectify the situation. He said the panel does work and it does report to a third-party monitoring company. He shared that there are 15 - 20 room smoke detectors that do not sound yet still dispatch to the monitoring desk. It was stated that this building is not a fire trap, and they are not ignoring the violations, but they need additional time to remedy the issues that have been presented. Regarding the taxes, it was stated that this oversight was noticed at the last moment but both the real and personal property taxes have been paid by mail to Oakland County.

Mayor McDaniel questioned why these gentlemen would wait until the last moment to rectify these issues, and that the owner should be more proactive about the safety of the those that are sleeping in the rooms. He said that he is not comfortable waiting until December 2024 to act on this item knowing that there are fire safety issues that have not been addressed. He commented that there has been plenty of time to rectify these concerns.

City Council discussed that the list of violations is extremely long and dangerous and should have been addressed sooner than today. Concern was shared regarding the transition to new ownership and what would transpire if this permit was revoked. Discussion took place regarding the fire alarm system and the deficiency of either the audible or visual portion of the system.

Hearing no further comment, Mayor McDaniel closed the Public Hearing at 8:19 PM

Mayor McDaniel shared that he understands there has to be due process however, he is not comfortable with allowing another 60 days until another review takes place. He stated that the 15 rooms that do not have functioning smoke detectors are to be taken out of service and that working smoke alarms will be installed within 14 days.

City Attorney Beckerleg advised that a 30-day extension be given to allow for the potential closing and recommend that the smoke detectors be fully operational within fourteen days.

Chief Massingill helped to clarify that the alarm panel is in trouble mode but does function. He also clarified that the Fire Watch has been in process for a few months and will continue until the alarm panel is functioning properly. The Fire Department would like to see all the issues addressed and would recommend that the Fire Watch remain in place until such time as the issue is reviewed.

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

**RESOLVED:** To grant Comfort Suites, 1565 N. Opdyke, a 30-day extension to allow the hotel additional time to address each violation that was stated in all of the staff reports that we heard tonight and are part of the record. Further as an additional condition, that within 14 days from today's date, all rooms shall have smoke detectors that are fully operational, the pool shall remain closed until any violations that are in the pool area are corrected, and the fire watch shall continue during the entire 30-day period.

**VOTE: Yes:** Carrier, Cionka, Hawkins, Knight, Marzolf, McDaniel, Verbeke

**No:** None

**Resolution No. 23.06.069**

**Motion Carried (7 - 0)**

#### **EXTENDED STAY PUBLIC HEARING**

Mr. Toss shared that the violations for this facility had been addressed. Mr. Lang shared that there are no glaring health and safety violations just maintenance concerns that need to be addressed. Mr. Lang commented that as a condition of approval, the plan stated there is to be a gate at the emergency access point that must remain closed. That gate is gone and must be replaced.

Mayor McDaniel opened the Public Hearing for Extended Stay at 8:43 PM

Hearing no comment, Mayor McDaniel closed the Public Hearing at 8:43 PM

**Moved by Hawkins, Seconded by Carrier.**

**RESOLVED:** To grant Extend Stay America, 3315 University, a sixty-day extension to allow the hotel additional time to address each violation as stated in the staff reports. Further, if the violations have not been fully addressed, the hotel representative is required to report back to City Council at the August 21, 2023 City Council Meeting.

**VOTE: Yes:** Carrier, Cionka, Hawkins, Knight, Marzolf, McDaniel, Verbeke

**No:** None

**Resolution No. 23.06.070**

**Motion Carried (7 - 0)**



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

Attachment F

MEETING DATE: JUNE 19, 2023

AGENDA ITEM NO 9B

CITY CLERK'S OFFICE

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Laura M. Pierce, City Clerk  
**Submitted:** June 14, 2023  
**Subject:** Public Hearing/Motion – To consider non-renewal of certain hotel licenses.

## INTRODUCTION AND HISTORY

In 2020, City Council adopted an ordinance amendment regulating the hotels operating in the City. The ordinance established a licensing process and included rules and regulations that hotels must abide by in order to continue to operate. In 2022, the licensing period was changed to a two-year license, by which half of the hotels would be licensed every other year to alleviate the volume of inspections required by staff each year.

Staff has determined that two hotels have failed to comply with the ordinance during the renewal process this year. Section 22-178 established procedures for hotels that have failed to comply with the ordinance. The procedure is as follows:

- (a) Notice of the Public Hearing was hand-delivered to each hotel by Officer Miller on April 26, 2023. The Notice was also mailed to each establishment on April 25, 2023. Each notice included the Inspection Reports of the items in violation and outlined the responsibilities of the hotel in regards to the Public Hearing.
- (b) At the Public Hearing, City Staff will be present to testify to the ordinance violations. The hotel may be represented by legal counsel, present evidence, testimony and confront and cross-examine adverse witnesses. The hotel is required to notify the City of Auburn Hills Attorney's Office at least three days prior to the hearing date if it intends to contest the proposed action, and to provide the names of witnesses known at the time who will testify on his, her or its behalf. At the time this report was submitted, the City Attorney has not been contacted by either hotel.
- (c) Upon completion of the hearing, the City Council shall submit to the hotel a written statement of its findings and determination within 60 days from the date of the hearing. During the procedure for nonrenewal, the hotel will be permitted to continue to operate until such time as the City's findings and determination is served upon the hotel by mail. **If City Council determines that the hotel is in violation of the ordinance, they will be required to cease operations until the violations have been corrected and a City license has been issued.** If the violations are corrected before the date of the Public Hearing, the Public Hearing will be cancelled.

## Extended Stay America – 3315 University

Extended Stay America, 3315 University, has failed to submit the required application and has multiple outstanding violations from the Community Development.

These are violations of Section 22-176 of the ordinance, specifically:

- “(3) Any material violation of this article or of the rules and regulations set forth in this article.”
- “(4) Any violation of federal or state law or the Auburn Hills Code of Ordinances which creates a risk to the health, safety or welfare of the transient guests or to the community, or to the public health, safety and welfare of the city, or brings into question whether the licensee is of suitable character to operate the business.”

- “(5) Conducting the business in an unlawful manner or in such manner as to constitute a maintenance of a nuisance upon or in connection with the licensed hotel. For purposes of this chapter, "nuisance" shall be given the formal and customary meaning, and shall include, but not be limited to, the following:
  - a. Existing violations of building, electrical, mechanical, plumbing, zoning, health, property maintenance, fire or other applicable regulatory codes.
  - c. Failure to maintain the grounds and exterior of the licensed hotel and its premises, including litter, debris or refuse blowing or being deposited upon adjoining properties.”

City Clerk’s Office	Has not submitted the required application.
Community Development Department	Violations have <b>not</b> been addressed. (Attachment A)
Fire Department	All violations have been addressed. (Attachment B)

#### Comfort Suites, 1565 N. Opdyke

Comfort Suites, 1565 N. Opdyke, has multiple outstanding violations from the Community Development and Fire Departments, has failed to pay their taxes, and has failed to submit the renewal application and application fee.

These are violations of Section 22-176 of the ordinance, specifically:

- “(3) Any material violation of this article or of the rules and regulations set forth in this article.”
- “(4) Any violation of federal or state law or the Auburn Hills Code of Ordinances which creates a risk to the health, safety or welfare of the transient guests or to the community, or to the public health, safety and welfare of the city, or brings into question whether the licensee is of suitable character to operate the business.”
- “(5) Conducting the business in an unlawful manner or in such manner as to constitute a maintenance of a nuisance upon or in connection with the licensed hotel. For purposes of this chapter, "nuisance" shall be given the formal and customary meaning, and shall include, but not be limited to, the following:
  - a. Existing violations of building, electrical, mechanical, plumbing, zoning, health, property maintenance, fire or other applicable regulatory codes.
  - c. Failure to maintain the grounds and exterior of the licensed hotel and its premises, including litter, debris or refuse blowing or being deposited upon adjoining properties.”
- “(7) Failure of the licensee to timely pay personal property taxes, other city obligations, including water and sewer charges, and real property taxes from their use and occupancy of the property.

City Clerk’s Office	Has not submitted the required application and application fee (\$250.00 + \$100 late fee).
Community Development Department	Violations have <b>not</b> been addressed. (Attachment C)
Fire Department	Violations have <b>not</b> been addressed. (Attachment D)
Treasury	Taxes due to Oakland County in the amount of \$62,854.03

**STAFF RECOMMENDATION**

Because both hotels have remaining violations, City Council has several options when considering the next step for each hotel license:

1. Grant the hotel a sixty-day extension to allow the hotel additional time to address each violation as stated in the reports. Staff would monitor the progress and present an update at the August 21<sup>st</sup> City Council meeting.
2. Not renew the license due to the outstanding violations. The hotel would be permitted to operate until the City's decision to not renew was mailed to the hotel. The hotel would then be required to cease operation.
3. Issue a conditional license to the hotel. This would allow the hotel to continue to operate "as is" until the license expiration in December, 2024.

**MOTION**

A separate motion is required for each hotel. Below are the three options to choose from for each hotel.

**OPTION A**

Move to grant \_\_\_\_\_ a sixty-day extension to allow the hotel additional time to address each violation as stated in the staff reports. Further, if the violations have not been fully addressed, the hotel representative is required to report back to City Council at the August 21, 2023 City Council Meeting.

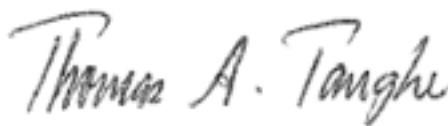
**OPTION B**

Move to not renew the hotel license for \_\_\_\_\_ due to the outstanding violations as stated in the staff reports. Further, to direct staff to notify the hotel by mail of these findings as required by Sec. 22-178 (b) & (c).

**OPTION C**

Move to issue a conditional license to \_\_\_\_\_ to expire on December 31, 2024.

I CONCUR:



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THOMAS A. TANGHE, CITY MANAGER

**ATTACHMENTS**

Attachment A – Extended Stay, Community Development Violation Report  
Attachment B - Extended Stay, Fire Department Violation Report  
Attachment C – Comfort Suites, Community Development Violation Report  
Attachment D – Comfort Suites, Fire Department Violation Report



Code Enforcement  
City of Auburn Hills  
1827 N Squirrel Rd  
Auburn Hills, MI 48326

05/24/2023

## Hotel Inspection Report

RE: COMFORT SUITES (1565 N OPDYKE RD. AUBURN HILLS)

Mr. Sandiha, per your request, please find the below-outlined violations on the property at 1565 N Opdyke. Please note that bulleted items under each section denote corrective action.

### SECTION 1822. USE OF, AND MAINTENANCE OF, PROPERTY AS APPROVED:

(2) The owner, tenant, occupant or person in charge of any property which was the subject of an approved site plan shall maintain the property and the improvements thereon in accordance with the approved site plan, or an approved amendment thereof. The duty to maintain shall include the duty to maintain in a condition substantially similar as approved, including the duty to replace, if necessary, all improvements such as, but not by way of limitation, all greenbelts, plantings, walls, fences, paving, trash receptacles, handicapped parking areas, and the like.

- Parking lot signage is faded.

### Sec. 34-178 - Cause of blight or blighting factors.

(3) The storage or accumulation of junk, trash, rubbish, or refuse of any kind, except domestic refuse stored in approved sealed containers as not to create a nuisance, for a period exceeding ten days.

- Excessive amounts of trash and debris were observed outside the building.

### Sec. 22-180. - Hotel rules and regulations.

(1) Hotels shall not have the condition for cause as set forth in Subsections (1)—(7) of section 22-176 herein, existing at the hotels.

#### Sec. 22-176. - Refusal, suspension, revocation or nonrenewal of.

(5) Conducting the business in an unlawful manner or in such manner as to constitute a maintenance of a nuisance upon or in connection with the licensed hotel. For purposes of this chapter, "nuisance" shall be given the formal and customary meaning, and shall include, but not be limited to, the following:

(a) Existing violations of building, electrical, mechanical, plumbing, zoning, health, property maintenance, fire or other applicable regulatory codes.

- Pool area fire extinguisher is covered by plexiglass that has been permanently attached.
- Fire alarm system is not functional.
- Excessive storage in mechanical rooms preventing access to electrical panels.

- Open building and mechanical permits must receive passing final inspections.

(3) Rooms must be kept clean and free from dirt, vermin, garbage and rubbish.

- Rooms are lacking general cleanliness.

(12) All hotels, including their exteriors, premises and parking lots, shall be properly maintained and kept in good repair at all times and all swimming pools shall be clean and functioning, all doors and locks operational, all carpet unripped and clean and all rooms free from bed bugs.

Sec. 22-180. (12) - Hotel rules and regulations. (continued)

- Privacy latches missing or not properly installed.
- Carpet stained and ripped.
- Room HVAC units are unclean and missing temperature control knobs.
- Metal surface throughout the pool area have rusted due to the excess moisture.
- Wooden doors throughout the pool enclosure show significant water damage and poor integrity.
- Exterior doors do not close freely and do not seal tightly.
- Fire doors are not self-closing.
- Passage door from pool to hotel is not fully operational.
- Windows are in disrepair and not adequately sealed.
- Room furnishings are in disrepair.
- Linens are torn and stained. (Rm 120)
- Tub / shower enclosures show excessive wear.
- Sink / tub stoppers are missing.
- Restroom fixtures leaking. (Rm 120)
- Paint throughout interior is worn, chipped, and peeling.



Devin Lang

Construction Coordinator | Assistant to the Director of Community Development

1827 N. Squirrel Road | Auburn Hills, MI 48326

248-364-6946 Office | 248-431-2384 Cell

[dlang@auburnhills.org](mailto:dlang@auburnhills.org)





# Auburn Hills Fire Department

1899 N. Squirrel Road  
Auburn Hills, MI 48326  
Office 248-367-6768 Fax 248 370 9358

## Inspection Report

**Occupant Name:** Comfort Suites  
**Address:** 1565 N Opdyke  
**Apt/Suite:**

**Inspection Date:** 06/12/2023  
**Inspection Type:** Followup Inspection  
**Inspected By:** Toss, Jon  
JTOSS@AUBURNHILLS.ORG  
2483646753

### VIOLATIONS

Code	Code Set
General - 315.1	IFC 2015

**Code Text:**  
Storage shall be in accordance with Sections 315.2 through 315.5.

**Comment:**  
First floor stair b closet, laundry storage room.

Illumination required - [BE] 1008.2	IFC 2015
-------------------------------------	----------

**Code Text:**  
The means of egress serving a room or space shall be illuminated at all times that the room or space is occupied.

Exceptions:

Occupancies in Group U.

Aisle accessways in Group A.

Dwelling units and sleeping units in Groups R-1, R-2 and R-3.

Sleeping units of Group I occupancies.

**Comment:**  
Repair emergency lights near stairway b first floor.

**Code Text:**

Where required for compliance with the provisions of this code, devices, equipment, systems, conditions, arrangements, levels of protection or other features shall thereafter be continuously maintained in accordance with applicable NFPA requirements or as directed by the fire code official.

**Comment:**

System in alarm and silenced, fire watch required until repaired. Fire watch log shall be submitted to fire dept. upon termination of fire watch

**Violation: - VIOLATION  
Violation**

Local

**Code Text:****Comment:**

Emergency egress plans not on doors of guest rooms. Fire extinguisher cabinet glass broken on first floor. Fire doors do not close and latch, second floor stair a, third floor stair b. Fire door from breakfast area to pool area is missing hardware and does not latch. Fire door to pool area has improper hardware, replace with listed hardware. Fire doors missing caps on crash bars.

**Electrical Service-Clearance - 3.1  
Electrical Service Clearance**

Local

**Code Text:**

A working space of not less than 30 inches in width, 36 inches in depth and 78 inches (1981 mm) in height shall be provided in front of electrical service equipment. No storage of any materials shall be located within the designated working space. F605.3

**Comment:**

Electrical rooms, second and third floors.

**Emergency Egress Lighting Required - 2.4 B**

Local

**Code Text:**

The means of egress, including the exit discharge, shall be illuminated at all times the building space served by the means of egress is occupied. F1006.1

**Comment:**

Emergency lights are out in following areas. Near room 127 In pool area

**Fire Extinguishers-Distribution - 4.1  
Fire Extinguishers - Distribution**

Local

**Code Text:**

Minimal size of extinguishers for light or ordinary hazard occupancies shall be not less than 2A. Maximum travel distance to an extinguisher shall not exceed 75 feet. For further coverage requirements, refer to NFPA 10, tables 3-2.1 and 3-3.1 and IFC table 906.3. F906.3

**Comment:**

Fire extinguisher in pool area is behind a plexiglas door and is not accessible.

**Code Text:**

Swinging fire doors shall close from the full-open position and latch automatically. The door closer shall exert enough force to close and latch the door from any partially open position.

**Comment:**

Fire door in pool area needs panic hardware replaced or fixed.

**Exit Signs-Required - 2.3 C**

Local

**Code Text:**

Exits and exit access doors shall be marked by an approved exit sign readily visible from any direction of egress travel. Access to exits shall be marked by readily visible exit signs in cases where the exit or the path of egress travel is not immediately visible to the occupants. Exit sign placement shall be such that no point in an exit access corridor is more than 100 feet (30 480 mm) from the nearest visible exit sign. F1011.1

**Comment:**

Exit sign leading into pool is there but it is loose and barely attached to wall.

**Testing and Inspection - 72-10**

Local

**Code Text:**

The inspection, testing, and maintenance of fire alarm systems shall comply with the requirements of NFPA 72, Chapter 10.

**Comment:****Testing-Detection System - 4.5**

Local

**Testing - Detection System****Code Text:**

Fire alarm equipment, including control equipment, batteries, detectors and notification equipment shall be inspected and tested according to NFPA 72, Chapter 14. System components shall be inspected monthly, quarterly, semi-annually, or annually in accordance with table 14.3.1.

**Comment:**

Fire Alarm system is out of service and the hotel has been on a fire watchg since June 2022. Initial plans were denied by FSCI. Waiting on re submittal.

**INSPECTION NOTES**

Nothing has been done for any violations.

**Thank you for your cooperation in keeping your business and our community safe!**



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: AUGUST 7, 2023

AGENDA ITEM NO 9A

COMMUNITY DEVELOPMENT

**To:** Mayor and City Council

**From:** Thomas A. Tanghe, City Manager; Stephen Baldante, Director of Public Works; Steven J. Cohen, AICP, Director of Community Development; and Devin Lang, Construction Coordinator/Assistant to the Director of Community Development

**Submitted:** August 1, 2023

**Subject:** Public Hearing / Motion – Approve the Resolution for the Proposed Street Name Change of Phillips Road to Bald Mountain Road, North of Walton Boulevard, with an Effective Date of October 1, 2023

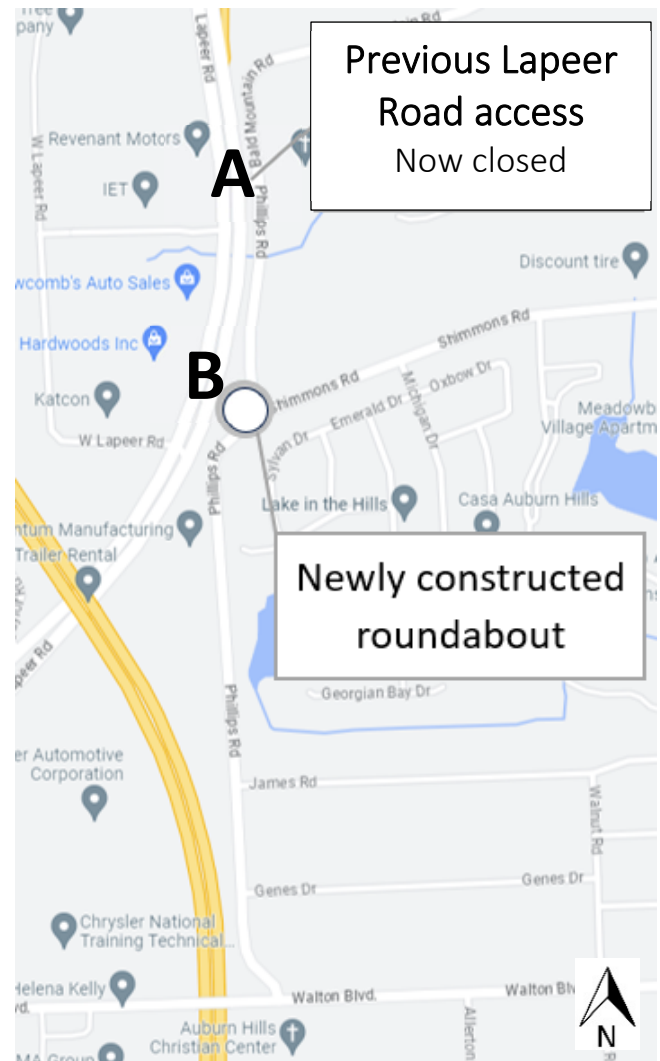
## INTRODUCTION

The City has initiated the process of changing the name of Phillips Road, north of Walton Boulevard, to Bald Mountain Road per the procedures outlined in Section 62-4(b) of the Auburn Hills Code of Ordinances. After the introduction of the enclosed resolution and before its adoption, it would be appropriate for the City Council to hold a public hearing to hear comments on the proposal from interested parties. Public notification has occurred, and the proposal is now ready for consideration.

## WHY IS THIS CHANGE BEING PROPOSED?

This resolution is being introduced for public health and safety reasons and to enhance wayfinding for motorists and delivery services. The City has recently taken action to improve the traffic circulation in this area by closing the former Lapeer Road vehicular access point across from the Auburn Hills Church of Christ (A); and constructing the new roundabout that connects Phillips Road, Simmons Road, and Lapeer Road (B).

**The closure of the existing intersection has prompted the need to rename the portion of Phillips Road north of the new roundabout to Bald Mountain Road. Failure to initiate the renaming of this portion of Phillips Road to Bald Mountain Road would result in a street that changes its name mid-block, causing confusion for emergency services and wayfinding difficulties for the public.** Exhibit A provided in the packet shows that the proposed street name change would impact the addresses of eight residential parcels, three utility identifications, and one church.



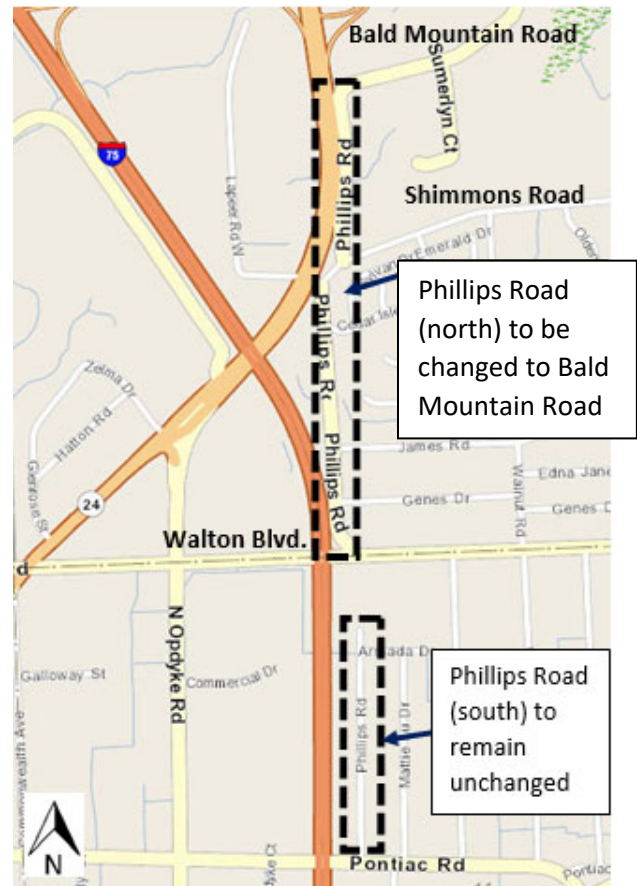
Map showing the location of the two intersections

### WHY IS THE CHANGE ALSO PROPOSED SOUTH OF THE NEW ROUNDABOUT TO WALTON BOULEVARD?

As proposed, the portion of Phillips Road to be renamed to Bald Mountain Road will begin at Walton Boulevard, continue through the roundabout, and into the existing Bald Mountain Road. **Today, there are currently two Phillips Road segments in the City that have no connectivity to one another.**

- The first Phillips Road segment (south segment) originates at Pontiac Road and terminates at Armada Drive. This segment does not connect to Walton Boulevard due to the positioning of the Auburn Hills Christian Center. **The proposed change will not impact this section of Phillips Road.**
- The second Phillips Road segment (north segment) originates at Walton Boulevard and ends at the former intersection of Phillips Road, Bald Mountain Road, and Lapeer Road, which has been closed permanently.

**Staff recommends renaming this second Phillips Road segment (north segment), making Bald Mountain Road a continuous north-to-south thoroughfare between Walton Road and Dutton Road.** This change would assist in rapid property identification by emergency first responders and improve traffic navigation for the general population. Renaming the segment of Phillips Road between Walton Boulevard and the new roundabout will not impact any residential or business addresses. **The Police and Fire Departments also support this change, as the proposed street renaming would ensure that resources are routed to the correct location and not mistakenly sent to the wrong segment of Phillips Road.**



**Map showing the location of the two disconnected Phillips Road segments**

### STAFF RECOMMENDATION

Staff recommends the renaming of this portion of the roadway as proposed. Exhibit A is included in the packet, which illustrates the proposed change.

### RECOMMENDED ACTION

***“Move to approve the resolution for the proposed street name change of Phillips Road to Bald Mountain Road, north of Walton Boulevard, effective October 1, 2023.”***

I CONCUR:

*Thomas A. Tanghe*

THOMAS A. TANGHE, CITY MANAGER

**CITY OF AUBURN HILLS  
RESOLUTION APPROVING THE PROPOSED STREET NAME CHANGE  
OF PHILLIPS ROAD FROM BALD MOUNTAIN ROAD,  
NORTH OF WALTON BOULEVARD**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 7th day of August 2023, the following resolution was offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

WHEREAS, the City of Auburn Hills has initiated action to rename the public road from Phillips Road to Bald Mountain Road, north of Walton Boulevard;

WHEREAS, a roundabout was constructed at the previous intersection of Phillips Road and Shimmons Road, connecting this intersection to Lapeer Road;

WHEREAS, the previous vehicle access from Bald Mountain Road to Lapeer Road has been permanently closed;

WHEREAS, the City Council held a public hearing on August 7, 2023, to receive comments and consider the proposed street name change per the City's Code of Ordinances;

WHEREAS, the City Council has determined that renaming the entire length of Phillips Road, north of Walton Boulevard, is in the best interest of public health and safety as it would create a clear and continual street name for the entire public roadway once complete. The new street name would assist in rapid property identification by emergency first responders and improve traffic navigation for the general population.

NOW, THEREFORE, it is hereby resolved that the City Council of the City of Auburn Hills approves and authorizes the renaming of Phillips Road, north of Walton Boulevard. Said portion of the roadway is shown on Exhibit A. The street name change will officially be implemented on October 1, 2023.

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 7th day of August 2023, the original of which is on file in my office.

In witness whereof, I have hereunto affixed my official signature on this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
LAURA PIERCE  
City Clerk





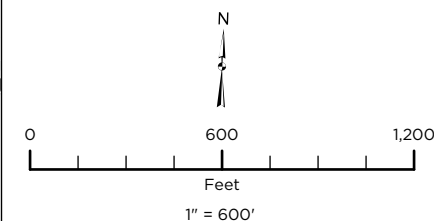
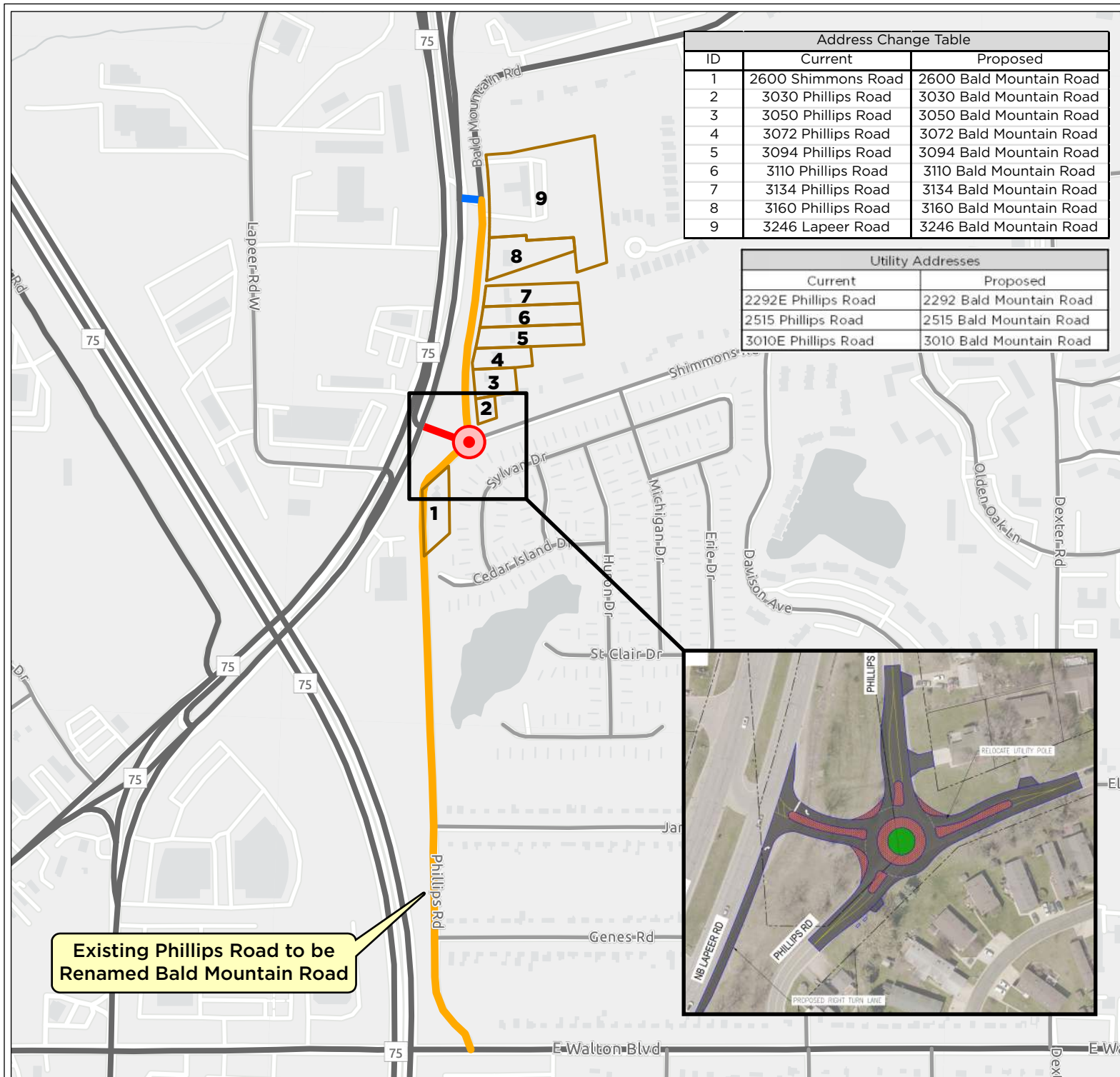
## Proposed Phillips Road Street Name Change to Bald Mountain Road

### EXHIBIT A

- Existing Lapeer Road Connector to be Closed
- New Simmons Road Extension
- Existing Phillips Road Rename to Bald Mountain Road
- New Roundabout
- Parcels

Address Change Table		
ID	Current	Proposed
1	2600 Simmons Road	2600 Bald Mountain Road
2	3030 Phillips Road	3030 Bald Mountain Road
3	3050 Phillips Road	3050 Bald Mountain Road
4	3072 Phillips Road	3072 Bald Mountain Road
5	3094 Phillips Road	3094 Bald Mountain Road
6	3110 Phillips Road	3110 Bald Mountain Road
7	3134 Phillips Road	3134 Bald Mountain Road
8	3160 Phillips Road	3160 Bald Mountain Road
9	3246 Lapeer Road	3246 Bald Mountain Road

Utility Addresses	
Current	Proposed
2292E Phillips Road	2292 Bald Mountain Road
2515 Phillips Road	2515 Bald Mountain Road
3010E Phillips Road	3010 Bald Mountain Road



Source: Data provided by Auburn Hills, Oakland County, OHM Advisors, and Esri. OHM Advisors does not warrant the accuracy of the data and/or the map. This document is intended to depict the approximate spatial location of the mapped features within the Community and all use is strictly at the user's own risk.

Coordinate System: NAD 1983 Hotine Oblique Mercator Azimuth Natural Origin

Map Published: July 6, 2023





## City Council Public Notice

Meeting Date, Time, and Location:	Monday, August 7, 2023, at 7:00 p.m. City of Auburn Hills - City Council Chambers 1827 N. Squirrel Road, Auburn Hills, MI 48326
Project Name:	Resolution to rename an existing street in the City of Auburn Hills from Phillips Road (north of Walton Boulevard), to Bald Mountain Road
General Property Location:	The entire length of Phillips Road from Walton Boulevard to Bald Mountain Road
Applicant:	City of Auburn Hills
City Staff Contact:	Devin M. Lang Construction Coordinator / Assistant to the Director of Community Development (248) 364-6946

Notice will be sent via U.S. Mail to property owners and occupants with mailing addresses directly impacted by the proposed change.

Persons wishing to express their views may do so in person at the meeting or in writing addressed to the Auburn Hills City Council c/o Devin Lang, Construction Coordinator, at 1827 N. Squirrel Road, Auburn Hills, MI 48326.

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.



**Community Development Department**

1827 N. Squirrel Road – Auburn Hills, MI 48326

Phone: (248) 364-6900

July 25, 2023

RE: **PUBLIC HEARING: PROPOSED STREET NAME CHANGE**

Phillips Road, north of Walton Boulevard - Proposed to be changed to Bald Mountain Road.

Dear Property Owner,

We are notifying you that the City of Auburn Hills has initiated the process of changing the street name of Phillips Road, north of Walton Boulevard, to Bald Mountain Road.

**Reason for the proposed change.** The construction of the roundabout at Phillips Road, Simmons Road, and Lapeer Road connection has prompted this change in the interest of rapid property identification by emergency first responders and improved traffic navigation for the general population. The permanent closure of the former intersection at Lapeer Road requires the City Council's consideration for renaming the portion of Phillips Road north of the new roundabout to Bald Mountain Road as the street name would change mid-block, causing confusion for emergency services and wayfinding difficulties for the public. Exhibit A shows the property addresses impacted by the proposed street name change.

**The City Council will hold a public hearing for the proposed street name change of Phillips Road to Bald Mountain Road, north of Walton Boulevard, on Monday, August 7, 2023, at 7:00 p.m. in the Council Chamber.** All are welcome to attend and provide comments.

Please be advised that if the City Council approves the proposed street name change, the City will send a follow-up letter to the property owners with addresses directly impacted by the change at least 30 days before the change is made effective. The 30-day period is intended to allow the affected property owners time to make necessary arrangements and notify others of their new address. If approved by the City Council, the anticipated effective date of the physical street sign change and future address changes for property owners would be October 1, 2023.

If you have any further questions in advance of the public hearing, please feel free to contact me at (248) 364-6946.

Sincerely,

Devin M. Lang

Construction Coordinator/

Assistant to the Director of Community Development



**DRAFT**

## ***IMPORTANT – ATTENTION NEEDED***

August 8, 2023

RE: **STREET NAME CHANGE:** Phillips Road, north of Walton Boulevard, will be changed to Bald Mountain Road, effective October 1, 2023

Dear Property Owner,

As a follow-up to the public hearing held and action taken by the Auburn Hills City Council on August 7, 2023, we are notifying you that the street name of Phillips Road, north of Walton Boulevard, will officially change to Bald Mountain Road, effective October 1, 2023.

**PLEASE BE ADVISED THAT YOUR ADDRESS WILL CHANGE AS OUTLINED IN THE ATTACHED EXHIBIT A  
(SEE PAGE TWO OF THIS PACKET) - EFFECTIVE OCTOBER 1, 2023**

The United States Postal Service has advised the City of Auburn Hills that you should **NOT** directly change your mailing address with the United States Postal Service. They will handle that switch in their routing system. In addition, the United States Postal Service will permanently forward mail directed to your Phillips Road address to your new Bald Mountain Road address as part of the street name change.

**IMPORTANT – YOU WILL NEED TO NOTIFY OTHERS OF YOUR NEW PROPERTY ADDRESS.** A checklist has been included to assist with this process, which outlines the typical places you would need to contact about your address change.

If you have any further questions, please contact me at (248) 364-6946.

Sincerely,

A handwritten signature in black ink, appearing to read 'Devin M. Lang'.

Devin M. Lang  
Construction Coordinator/  
Assistant to the Director of Community Development



## Address Change Checklist

### People

- ☐ Family Members / Friends
- ☐ Babysitter / Nanny / Tutors

### Occupation / Employment

- ☐ Employer (current & recent past) / Payroll
- ☐ Professional Memberships
- ☐ License & Certification Organizations

### Insurance

- ☐ Health / Dental / Vision
- ☐ Life Insurance
- ☐ Auto Insurance
- ☐ Homeowners / Rental Insurance
- ☐ Liability Insurance

### Medical Professionals

- ☐ Doctor / Specialist / Veterinarian
- ☐ Dentist / Orthodontist

### Financial Institutions / Professionals

- ☐ Financial Planner / Investment Companies
- ☐ Tax Accountant
- ☐ Banks / Credit Unions / Loan Institutions
- ☐ Mortgage Broker
- ☐ Credit Card Companies
- ☐ Online Shopping Accounts
- ☐ Paypal / Payment Services

### Memberships / Organizations / Subscriptions

- ☐ Schools / PTA
- ☐ Places of Worship
- ☐ Neighborhood Association
- ☐ Magazines / Newspapers / Subscriptions
- ☐ Fitness Center
- ☐ Golf Course / Country Club / Social Clubs
- ☐ Charity Groups

### Services

- ☐ Phone / Internet / Cable Provider
- ☐ Gas Company / Power Company
- ☐ Water Department
- ☐ Lawn Care Service
- ☐ Trash Company
- ☐ Cleaning Company
- ☐ Recycling Company

### Government Agencies

- ☐ Secretary of State
- ☐ Internal Revenue Service
- ☐ Voter Registration
- ☐ Social Security
- ☐ N/A Post Office

Note: The City has notified  
the Post Office.



## City of Auburn Hills, Michigan Code of Ordinances - Excerpt

### Sec. 62-4. - Street names.

- (a) *Assigning new street names.* All streets shall be known and designated by the names applied thereto on the map of the city known as the street index map, filed with the community development department. The naming of any new streets shall be proposed as part of a site plan, site condominium plan, land division, or subdivision plat and shall be reviewed and approved as part of the development review process by the city council, after review and recommendation by police, fire and public works departments. The community development department will send notification to amend such map to the appropriate departments as part of the development review process. New street names shall:
- (1) Be easy to understand.
  - (2) Be easy to spell.
  - (3) Not conflict in name or sound with existing street names in the City of Auburn Hills. Two streets may have the same name provided they intersect and one is a dead end with the suffix of Court.
  - (4) Not be longer than 13 characters including abbreviated suffix (i.e. Dr., Ave., St., Pkwy., Blvd.)
  - (5) Not have a meaning that may be offensive or sensitive to any religion, race, creed, or gender.
- (b) ***Changing the name of an existing street. The changing of the name of any existing street as shown on the official street index map, shall be done by city council resolution, which resolution shall amend such map. After the introduction of such resolution and before its final adoption, the city council shall hold a public hearing thereon, and shall post or publish notices of such hearing and notification shall also be sent to property owners of record on the affected street at least ten days prior thereto. Naming a new street or changing of the name of any street within a recorded plat shall be done in compliance with state law, when applicable.***

(Ord. No. 360, § 2, 7-15-85; Ord. No. 705, § 1, 12-2-02)

### Sec. 62-5. - Street numbers.

- (a) *Assignment of numbers.* Numbers are assigned according to where the driveway meets the roadway. Numbers are assigned by the community development department according to an adopted system for conformity throughout the City of Auburn Hills.
- (b) *Front entrances.* The owners or occupants of all buildings in the city shall bear a distinctive street number and shall cause the correct numbers to be placed on the front at or near the front entrance of the premises thereon in accordance with and as designated upon the street index map on file in the community development department.
- (c) *Rear entrances.* All residential owners having a street or alley entrance in the rear of said premises shall cause the street numbers to be placed on the rear door or adjacent to the rear entrance of such structure in accordance with and as designated upon the street index map on file in the community development department. The owners and/or occupants of all non-residential buildings in the city shall cause the correct name and street numbers to be placed on the rear door or adjacent to the rear entrance of such structures in accordance with and as designated upon the street index map on file in the community development department. Names and numbers shall be placed in such a position as to be plainly visible from the alley, service drive, easement, parking lot, or any other rear access.
- (d) *Regulations of numbers/letters.* Displayed numbers and letters shall be of a minimum of four inches in height for any structure and shall contrast with their background. The numbers/letters may be composed of standard manufactured letters and numbers, but, if painted on, must be applied with standard type number and letter stencil. Such numbers shall face the street and be adjacent to the principle entrance, and in such a position as to be plainly visible from the street, alley, service drive, easement, parking lot, or any other rear access.

(Ord. No. 360, § 2, 7-15-85; Ord. No. 705, § 2, 12-2-02)

CITY CLERK  
CITY OF AUBURN HILLS  
1827 N.SQUIRREL ROAD  
AUBURN HILLS, MI 48326

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION NOTICE  
OF HEARING  
FOR THE ELECTRIC AND GAS CUSTOMERS OF  
DTE ENERGY COMPANY  
CASE NO. U-21313**

- DTE Electric Company and DTE Gas Company requests Michigan Public Service Commission requesting approval of the reconciliation of DTE's Energy Waste Reduction plan, for the plan year 2022, and authority to implement Energy Waste Reduction surcharges, and other related relief.
- The information below describes how a person may participate in this case.
- You may call or write DTE Energy Company, One Energy Plaza, Detroit, MI 48226, 313-235-8000 for a free copy of its application. Any person may review the documents at the offices of DTE Energy Company or on the Commission's website at: [michigan.gov/mpscedockets](https://michigan.gov/mpscedockets).
- A pre-hearing will be held:

**DATE/TIME:**      **Tuesday, August 15, 2023 at 10:00 AM**

**BEFORE:**        **Administrative Law Judge Sally Wallace**

**LOCATION:**       **Video/Teleconferencing**

**PARTICIPATION:**    Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8096, or by email at [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov) in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider DTE Electric Company and DTE Gas Company's (DTE) June 16, 2023 application requesting the Commission to: 1) determine that DTE's reconciliations for its 2022 Energy Waste Reduction plan year is just and reasonable, and that they meet all relevant requirements of Act 295 as amended by Act 342; 2) approve DTE's reconciliations for the 2022 EWR plan year, the performance incentives, and the associated proposed tariffs; 3) approve the necessary accounting authority as proposed by DTE; and 4) grant DTE other and further relief as deemed necessary.



All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscedockets](https://michigan.gov/mpscedockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 8, 2023. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon DTE Energy Company's attorney, Breanne K. Reitzel, One Energy Plaza, Detroit, MI 48226.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-21313**. Statements may be emailed to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 2008 PA 295, as amended, MCL 460.1001 et seq., and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

U-21313

CITY CLERK  
CITY OF AUBURN HILLS  
1827 N.SQUIRREL ROAD  
AUBURN HILLS, MI 48326

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION NOTICE  
OF HEARING  
FOR THE ELECTRIC AND GAS CUSTOMERS OF  
DTE ENERGY COMPANY  
CASE NO. U-21322**

- DTE Electric Company and DTE Gas Company requests Michigan Public Service Commission for approval of their Energy Waste Reduction Plans pursuant to MCL 460.1001 et seq. (2008 PA 295, the Michigan Clean, Renewable, and Efficient Energy Act as amended by 2016 PA 342), and authority to implement EWR surcharges, and other related relief.
- The information below describes how a person may participate in this case.
- You may call or write DTE Energy Company, One Energy Plaza, Detroit, MI 48226, 313-235-8000 for a free copy of its application. Any person may review the documents at the offices of DTE Energy Company or on the Commission's website at: [michigan.gov/mpscdockets](https://michigan.gov/mpscdockets).
- A pre-hearing will be held:

**DATE/TIME:** Thursday, August 17, 2023 at 10:00 AM

**BEFORE:** Administrative Law Judge Sally Wallace

**LOCATION:** Video/Teleconferencing

**PARTICIPATION:** Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8096, or by email at [mpscdockets@michigan.gov](mailto:mpscdockets@michigan.gov) in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider DTE Electric Company and DTE Gas Company's (DTE) June 29, 2023 application requesting the Commission to: 1) determine that DTE's Energy Waste Reduction (EWR) Plans are reasonable and prudent, and that they meet all relevant requirements of Act 295, as amended by PA 342; 2) approve the proposed 2024-2025 EWR Plan surcharges and the Performance Incentive Mechanisms; 3) approve the necessary accounting authority as proposed by DTE; and 4) grant other and further relief as is deemed necessary by the Commission.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscdockets](https://michigan.gov/mpscdockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscdockets@michigan.gov](mailto:mpscdockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: [mpscdockets@michigan.gov](mailto:mpscdockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 10, 2023. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon DTE Energy Company's attorney, Breanne K. Reitzel, One Energy Plaza, Detroit, MI 48226.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-21322**. Statements may be emailed to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 2008 PA 295, as amended, MCL 460.1001 et seq., and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

U-21322

CITY CLERK  
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AUBURN HILLS, MI 48326

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION NOTICE OF  
HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
DTE ELECTRIC COMPANY  
CASE NO. U-21353**

- DTE Electric Company requests Michigan Public Service Commission's approval to commence a renewable energy cost reconciliation proceeding for the 12-month period ended December 31, 2022.
- The information below describes how a person may participate in this case.
- You may call or write DTE Electric Company, One Energy Plaza, Detroit, Michigan 48226-1279, (800) 477-4747, for a free copy of its application. Any person may review the documents at the offices of DTE Electric Company or on the Commission's website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets).
- A pre-hearing will be held:

**DATE/TIME:** Thursday, August 17, 2023 at 10:30 AM

**BEFORE:** Administrative Law Judge Sally Wallace

**LOCATION:** Video/Teleconferencing

**PARTICIPATION:** Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8096, or by email at [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov) in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider DTE Electric Company's (DTE Electric) June 30, 2023 application requesting the Commission to: 1) approve DTE Electric's proposed Transfer Prices for DTE Electric Renewable Energy Contracts and Company-owned Renewable Energy Systems the Commission approves; 2) determine that DTE Electric's 2022 Renewable Cost Reconciliation and DTE Electric's 2008 PA 295 revenues collected and costs incurred in 2022 are reasonable and prudent and meet all relevant requirements under 2008 PA 295, as amended; 3) reconcile the pertinent revenues recorded and the allowance for the nonvolumetric Revenue Recovery Mechanism with the amounts actually expensed and projected according to DTE Electric's proposed Amended Renewable Energy Plan (REP), including: a) determine that DTE Electric is in compliance with the Renewable Energy Standards of 2008 PA 295, b) ensure that the retail rate impacts under DTE Electric's Renewable Cost Reconciliation Revenue Recovery Mechanism do not exceed the maximum retail rate impacts specified under Section 45 of 2008 PA 295 (MCL 460.1045); c) ensuring that DTE Electric's Revenue Recovery Mechanism is projected to maintain a minimum balance of accumulated reserve so that a regulatory asset does not accrue; d) maintaining DTE Electric's existing Revenue Recovery Mechanism and approved surcharge amounts to ensure DTE Electric's recovery of its Incremental Cost of Compliance with the Renewable Energy Standards; e) approve the prices per MWh for renewable energy capacity and advanced cleaner energy capacity and for renewable energy and advanced cleaner energy to be recovered through DTE Electric's Power Supply Cost Recovery clause under MCL 460.6j; f) determine that it is not

necessary or appropriate at this time to adjust DTE Electric's minimum balance of accumulated reserve funds; g) where DTE Electric has recorded a regulatory liability in any given month, approve DTE Electric's proposed treatment of interest on the regulatory liability balance; 4) determine that DTE Electric's actions with respect to its Amended REP are reasonable and determine that its proposed Renewable Energy Plan surcharges should continue; 5) maintain its existing rates and charges in the manner described as proposed by DTE Electric; 6) grant DTE Electric regulatory authority and approvals as proposed, included but not limited to approval of DTE Electric's request that 258,168 Energy Credits be transferred at zero cost from DTE Electric's inventory of Energy Credits to, and used for compliance with its Amended REP, in accordance with DTE Electric's Amended REP, MCL 460.1028(5) (former Section MCL 460.1027), and the Commission's Order in Case No. U-16357; and 7) grant DTE Electric further additional relief, as the Commission may deem suitable and appropriate.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 10, 2023. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon DTE Electric Company's attorney, Paula Johnson-Bacon, One Energy Plaza, Detroit, MI 48226.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-21353**. Statements may be emailed to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; 2008 PA 295, MCL 460.1001 et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

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**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION NOTICE  
OF HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
DTE ELECTRIC COMPANY  
CASE NO. U-21403**

- DTE Electric Company requests Michigan Public Service Commission's approval for reconciliation of its 2022 demand response program costs.
- The information below describes how a person may participate in this case.
- You may call or write DTE Electric Company, One Energy Plaza, Detroit, MI 48226, (800) 477-4747, for a free copy of its application. Any person may review the documents at the offices of DTE Electric Company or on the Commission's website at: [michigan.gov/mpscedockets](https://michigan.gov/mpscedockets).
- A pre-hearing will be held:

**DATE/TIME:**      **Thursday, August 24, 2023 at 10:00 AM**

**BEFORE:**        **Administrative Law Judge Katherine Talbot**

**LOCATION:**       **Video/Teleconferencing**

**PARTICIPATION:**    Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8096, or by email at [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov) in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider DTE Electric Company's (DTE Electric) June 29, 2023 application requesting the Commission to: 1) approve DTE Electric's 2022 Demand Response (DR) reconciliation capital expenditures and operations & maintenance expenses incurred, as proposed, in the amounts authorized in the Commission's Order in Case Nos. U-20561 and U-20836; 2) approve that the resulting revenue requirement difference of \$3,995,481 for the year 2022 be booked as a regulatory asset that shall be included in DTE Electric's next general rate case; 3) approve DTE Electric's proposal for recovery of the financial incentive mechanism in the amount of \$633,281 for 2022; 4) approve any other proposal discussed in the filed testimonies; and 5) grant DTE Electric further additional relief and authority as the Commission may deem necessary.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscdockets](http://michigan.gov/mpscdockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscdockets@michigan.gov](mailto:mpscdockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: [mpscdockets@michigan.gov](mailto:mpscdockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 17, 2023. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon DTE Electric Company's attorney, Breanne K. Reitzel, One Energy Plaza, Detroit, MI 48226.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. U-21403. Statements may be emailed to: [mpscdockets@michigan.gov](mailto:mpscdockets@michigan.gov). Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

U-21403



## Nonprofit makerspace set to open in Auburn Hills



Open Workshops in Auburn Hills. (Photo courtesy of Open Workshops)

By **KATHY BLAKE** | [kblake@medianewsgroup.com](mailto:kblake@medianewsgroup.com) | The Oakland Press

August 3, 2023 at 6:00 a.m.

A new makerspace is opening to the public, featuring a variety of tools and components to create things.

Open Workshops, a nonprofit makerspace, is hosting its grand opening, 2-10 p.m. on Saturday, Aug. 5.

It is located at 1532 N. Opdyke Road Suite 400, Auburn Hills, just off I-75 and M-59, near Oakland University and Oakland Community College.

The facility houses multiple 3D printers (FDM and resin), a CNC laser router, drill press, scroll saw, band saw, belt and disk sander, soldering irons, a variety of hand and power tools and more.

Open Workshops is equipped for a variety of mechanical, electrical, and programming projects.

“We think it’s important for people to have the ability to express themselves through making, learn how to use in-demand tools like these, and build a community with other makers,” Lance Menard, Open Workshops president, said in a press release.

“Our goal with Open Workshops is to make that as accessible as possible, since space and tools like these are out of reach for many people in Metro Detroit.”

The grand opening is free to attend. Memberships are available at \$25 per month to use the space, and training is required to use select tools. They plan to offer classes and workshops.

Open Workshops is a 501(c)(3) nonprofit. For more information, visit [www.open-workshops.com](http://www.open-workshops.com).

## Pontiac woman dies in Auburn Hills crash

Young girls, aged 3 and 5, injured in collision



FILE – Lapeer Road in Auburn Hills (Stephen Frye / MediaNews Group)

By **BRIAN JOHNSTON** | [bjohnston@medianewsgroup.com](mailto:bjohnston@medianewsgroup.com) | The Oakland Press  
PUBLISHED: July 21, 2023 at 3:56 p.m. | UPDATED: July 24, 2023 at 9:38 a.m.

A 43-year-old Pontiac woman is dead and two young girls have been hospitalized after an Auburn Hills crash Friday, July 21.

According to police, a 36-year-old Oakland Township man was attempting to turn onto southbound Lapeer Road from a median turn-around. The pickup struck a Cadillac Escalade being driven by the Pontiac woman.

Eyewitnesses report the impact caused the Cadillac to cross over the median onto the northbound side of Lapeer Road, then roll over. In the crash, the Pontiac woman was reportedly ejected from the vehicle.

Two young girls were also in the Escalade and were injured in the crash.

The mother and her two children were taken to Royal Oak Beaumont Hospital, where the mother was pronounced dead. Her two children are expected to recover.

The driver of the Ford F-150 was not injured and is cooperating with authorities. Drugs and alcohol are not believed to be involved.

Anyone who may have witnessed the crash is asked to contact the Auburn Hills Police Department at (248)370-9460.

The collision is currently under investigation by the Southeast Oakland County Crash Investigation Team (SOCCIT).