



AUBURN HILLS MEETING SCHEDULE

248-370-9402 | WWW.AUBURNHILLS.ORG

OCTOBER, 2023

DAY	TITLE	TIME	LOCATION
2	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
2	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
3	Planning Commission	7:00 PM	CANCELED
3	Brownfield Redevelopment Authority	6:00 PM	Administrative Conference Room 1827 N. Squirrel Road
9	Election Commission / Public Accuracy Test	5:30 PM	Council Chamber 1827 N. Squirrel Road
9	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
10	Tax Increment Finance Authority	4:00 PM	Administrative Conference Room 1827 N. Squirrel Road
12	Zoning Board of Appeals	3:30 PM 7:00 PM	CANCELED
16	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
17	Brownfield Redevelopment Authority	6:00 PM	CANCELED

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

NOVEMBER, 2023

DAY	TITLE	TIME	LOCATION
6	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
6	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
7	Election Day	7:00 AM 8:00 PM	All Polling Locations
8	Planning Commission	7:00 PM	CANCELED
9	Zoning Board of Appeals	7:00 PM	Council Chamber 1827 N. Squirrel Road
13	Downtown Development Authority	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
13	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
14	Tax Increment Finance Authority	4:00 PM	Administrative Conference Room 1827 N. Squirrel Road
20	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
21	Brownfield Redevelopment Authority	6:00 PM	Administrative Conference Room 1827 N. Squirrel Road

NOTE: Anyone planning to attend the meeting who has need of special assistance under the 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, OCTOBER 16, 2023
Regular City Council Meeting ♦ 7:00 PM
Council Chamber, 1827 N. Squirrel Road, Auburn Hills MI
248-370-9402 ♦ www.auburnhills.org

- 1. MEETING CALLED TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL OF COUNCIL**
- 4. APPROVAL OF MINUTES**
 - 4a. City Council Workshop Minutes, September 25, 2023.
 - 4b. City Council Regular Meeting Minutes, September 25, 2023.
- 5. APPOINTMENTS AND PRESENTATIONS**
 - 5a. Introduction of Renee Reis, new Program Coordinator / Support Services
 - 5b. Motion – To confirm the reappointment of Cortney Casey to the Downtown Development Authority.
- 6. PUBLIC COMMENT**
- 7. CONSENT AGENDA**

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

 - 7a. Board and Commission Minutes
 - 7a1. Tax Increment Finance Authority, September 12, 2023
 - 7a2. Downtown Development Authority, September 18, 2023
 - 7a3. Election Commission, October 9, 2023
 - 7b. Motion – To approve the emergency repair of the I-75/Harmon Rd Hill.
 - 7c. Motion – To approve the 2024 Fee Schedule.
 - 7d. Motion – To approve the installation of sound reduction panels at the Community Center.
- 8. UNFINISHED BUSINESS**
- 9. NEW BUSINESS**
 - 9a. Public Hearing/Motion – To approve the Community Development Block Grant Funding Allocation for Program Year 2024. (3 separate motions)
 - 9b. Public Hearing/Motion – To adopt an ordinance amendment to Article II, Section 74-108 and Article IV, Section 74-143, Collection of Rates and Charges.
 - 9c. Motion – To establish the early voting polling location and to approve a budget amendment for the purchase of election equipment.
- 10. COMMENTS AND MOTIONS FROM COUNCIL**
- 11. CITY ATTORNEY REPORT**
- 12. CITY MANAGER REPORT**
- 13. CLOSED SESSION**
 - 13a. City Manager’s Annual Performance Review
- 14. ADJOURNMENT**

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



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 4A

CITY COUNCIL



CITY OF AUBURN HILLS

City Council Workshop

Draft Minutes

October 2, 2023

CALL TO ORDER:

Mayor McDaniel at 5:30 PM

LOCATION:

Admin Conference Room, City Hall, 1827 N. Squirrel Rd, Auburn Hills, MI 48326

Present: Mayor McDaniel, Council Members Carrier, Hawkins, Knight, Marzolf, and Verbeke

Absent: Council Member Cionka

Also Present: City Manager Tanghe, City Attorney Beckerleg, Clerk Pierce, Chief of Police Gagnon, Fire Chief Massingill, Community Development Director Cohen, City Planner Keenan, Construction Coordinator Lang, DPW Director Baldante, Mgr of Public Utilities Deman, Recreation and Senior Services Director Adcock, Management Assistant Hagge, Engineers Juidici & Driesenga

2 Guests

The topic of the workshop was the Riverwalk Four-Phase Plan Presentation.

Engineers Juidici and Driesenga presented the Riverwalk Four-Phase Plan. Mr. Juidici reviewed the history of the 2009 plan and noted a lot has been done already. Ms. Driesenga explained that the riverwalk project has been split into four phases. She explained the approximate cost, potential challenges, permits and easements that would be needed for each phase.

Phase A would connect Old Adams Rd to the riverwalk in River Woods Park. Phase B would connect the bridge to the path in River Woods Park. She noted that Phase B is located entirely on City property and no easements would be required. It was confirmed that the plan is to use some of the mowed pathways in the park. Phase C would connect the existing pathway at River Woods Park to the Skate Park. By increasing the width of the pathway, the DPW vehicles can utilize it for work they may need to perform. Phase D would connect Squirrel Rd to the American Legion on Churchill Rd. The connections, topography constraints and bridge were discussed. Phase D1 would consist of a sidewalk to connect the American Legion to Auburn Rd, along Churchill Rd.

Council discussed various aspects of the phases, as well as funding opportunities and easements needed.

The meeting adjourned at 6:45 PM.

Kevin R. McDaniel, Mayor

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 4B

CITY COUNCIL



CITY OF AUBURN HILLS REGULAR CITY COUNCIL MEETING DRAFT MINUTES

OCTOBER 2, 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, Hawkins, Knight, Marzolf, and Verbeke

Absent: Council Member Cionka

Also Present: City Manager Tanghe, City Attorney Beckerleg, City Clerk Pierce, Chief of Police Gagnon, Fire Chief Massingill, Finance Director/Treasurer Schulz, Deputy Treasurer Vittone, DPW Director Baldante, Mgr of Public Utilities Deman, Community Development Director Cohen, Construction Coordinator Lang, Director of Recreation and Senior Services Adcock, Management Assistant Hagge, Engineers Juidici & Driesenga

4 Guests

A workshop session was held prior to the regular City Council meeting at 5:30 PM. Workshop Topic: River Walk Four-Phase Plan Presentation

4. APPROVAL OF MINUTES

4a. City Council Workshop Minutes, September 25, 2023.

Moved by Knight, Seconded by Verbeke.

RESOLVED: To approve the City Council Workshop Minutes of September 25, 2023.

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

No: None

Resolution No. 23.10.105

Motion Carried (6 - 0)

4b. City Council Regular Meeting Minutes, September 25, 2023.

Moved by Knight, Seconded by Carrier.

RESOLVED: To approve the City Council Regular Meeting Minutes of September 25, 2023.

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

No: None

Resolution No. 23.10.106

Motion Carried (6 - 0)

5. APPOINTMENTS AND PRESENTATIONS

6. PUBLIC COMMENT

Mr. R. Lance Boldrey attorney for the Dykema Law Firm located at 201 Townsend St., Ste. 900, Lansing, MI spoke to the matter of marihuana licensing. Mr. Boldrey responded to the allegations by Attorney Kevin Blair from the last several City Council meetings. He stated that the Crain's article on the cannabis topic did not mention that the Crain's magazine CEO, KC Crain, is an investor in Lume nor did it identify Mr. Blair's law firm as counsel for the Lume company. Mr. Boldrey disclosed that it was only after Dykema Law reached out to the Crain's magazine to explain errors in their reporting did the Crain's magazine run another version of the story that Mr. Blair had referred to at previous City Council meetings.

With regards to the licensing process, Mr. Boldrey shared that by the broadening the geography for applications, it brought in other applicants that met the real estate and regulatory requirements of the initiated ordinance. He commented that Lume does not have qualifying real estate and that the real estate Lume has, was offered to Mr. Yatooma's firms by a broker for Oakland Land Development in January 2023.

7. CONSENT AGENDA

Mr. Knight requested Item 7b (extension to the household hazardous waste collection agreement) be removed from the Consent Agenda.

7a. Motion – To approve the 2024 City Council Meeting Schedule.

RESOLVED: To approve the 2024 City Council Meeting Schedule.

Moved by Verbeke, Seconded by Carrier.

RESOLVED: To approve the Consent Agenda Item 7a.

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

No: None

Resolution No. 23.10.107

Motion Carried (6 - 0)

7b. Motion – To award a one-year extension for the household hazardous waste collection and disposal agreement.

Mr. Knight commented that he has been inquiring about rubber tires being picked up. It appears that the general contractor does not pick them up causing concern that the tires could be thrown out on Bald Mountain Road if there is not a way to dispose of them properly. Mr. Knight believes not collecting tires shows a error in the process.

Mr. Baldante clarified that the tires are not a part of the Household Hazardous Waste program, nor does GFL take them due to not decomposing in the landfill but rising to the top. GFL suggests that tires be cut into pieces or find a place that will recycle tires. He is happy to explore other options for the residents if needed.

Mayor McDaniel made the comparison of old tires to electronic items being taken to another location for disposal and suggested that staff provide a solution on the website so that residents can have a location to take their non-House Hazardous Waste items to.

Mr. Tanghe commented that GFL is not allowed to take tires. Mr. Hagee will talk to the Community Engagement Manager and will add this information to the website.

Moved by Knight, Seconded by Hawkins.

RESOLVED: To award a one-year professional services agreement extension for annual collection and disposal of household hazardous waste for the City of Auburn Hills to ERG Environmental Services for the projected amount of \$29,684 from account # 227-526-802.002.

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

No: None

Resolution No. 23.10.108

Motion Carried (6 - 0)

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9a. Motion – To adopt the 2024 Budget and 2023 Millage Rates.

Mr. Sal Vittone presented the 2024 proposed budget which also included the 2023 Millage rates for the City and Library as directed by the City Charter. Mr. Vittone provided detailed information on the budget line items that will have an impact on the city. It was shared that there is an expected 15% increase in property tax revenue from 2023 to 2024 and a 4.5% increase in 2025. There is still \$7.8 million dollars in PPT revenue budgeted through 2028 and it is anticipated to end in 2029. The General fund carries around 49% of the City's costs while water and sewer carry 26.5%. Wages and benefits, capital projects, and water and sewer are major areas for the budget making up 72% of expenditures of the 2024 budget. Property taxes and charges for services make up 78% of the revenues. Property taxes mainly come from the general fund and charges for services are primarily in the water and sewer fund. There will be a 1% increase in sewer rates beginning January 2024 however, there are no rate increases planned for the next 2 years for water. He concluded by sharing that the four-year projections show a healthy fund balance.

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

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

Moved by Carrier, Seconded by Knight.

RESOLVED: To accept and adopt the proposed 2024 budget for the City and to approve the proposed millage rates for the City and Library for the 2023 tax year.

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

No: None

Resolution No. 23.10.109

Motion Carried (6 - 0)

9b. Motion – To accept the First Reading of the adjusted ordinance to Amend Article II, Section 74-108 and Article IV, Section 74-143, Collection of Rates and Charges and set the Public Hearing and Second Reading/Adoption on October 16, 2023.

Mr. Deman presented the proposal to amend Section 74-108 and 74-143 of the Ordinances to lower the penalty for late payment on water and sewer utility bills. The current 6% compounding penalty has become burdensome to some. In looking at other communities, the City of Auburn Hills is high with the compounding penalty rates. After much discussion it was decided that the best option would be to lower the compounding penalty rate to 3%. This lower percentage will allow customers an easier path to make their account current. This change will impact the water and sewer revenue in the budget by about 50%, it has already been taken into consideration in the 2024 budget. Currently there is a process in place to help those that are in dire need of assistance with water and sewer bills.

Moved by Marzolf, Seconded by Carrier.

RESOLVED: To accept the First Reading of the adjusted ordinance to amend Article II, Section 74-108, Collection of Rates and Charges, and Article IV, Section 74-143, Collection of Rates and Charges of the Auburn Hills City Code and to set the Public Hearing and Second Reading/Adoption at the meeting of October 16, 2023.

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

No: None

Resolution No. 23.10.110

Motion Carried (6 - 0)

10. COMMENTS AND MOTIONS FROM COUNCIL

Mr. Marzolf thanked staff for the workshop that was held regarding the Riverwalk. He explained that this is a long range plan to connect the parks and the downtown area. He also thanked staff for the work on the budget.

Mr. Knight announced that the last jazz concert had around 200 persons in attendance. He also mentioned that the pathways south of Walton Blvd. are exceptional.

Mr. Hawkins shared the upcoming Health Fair and Fall Festival in the Woods events.

Mr. Carrier reminded residents that on October 4, 2023 FEMA and the FCC are conducting a Nationwide Emergency Alert.

11. CITY ATTORNEY REPORT

12. CITY MANAGER REPORT

13. CLOSED SESSION

13b. Motion – To meet in closed session to discuss property acquisition pursuant to MCL 15.268(1)(d) of the Open Meetings Act.

Moved by Verbeke, Seconded by Hawkins.

RESOLVED: To meet in closed session to discuss property acquisition pursuant to MCL 15.268(1)(d) of the Open Meetings Act.

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

No: None

Resolution No. 23.10.111

Motion Carried (6 - 0)

13a. Motion – To meet in closed session to discuss a written attorney’s opinion letter pursuant to MCL 15.268(1)(h) of the Open Meetings Act.

Moved by Carrier, Seconded by Knight.

RESOLVED: To meet in closed session to discuss a written attorney’s opinion letter pursuant to MCL 15.268(1)(h) of the Open Meetings Act.

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

No: None

Resolution No. 23.10.112

Motion Carried (6 - 0)

The meeting recessed to Closed Session at 7:44 PM.

The meeting reconvened in Open Session at 9:01 PM.

Moved by Verbeke, Seconded by Hawkins.

RESOLVED: To approve the settlement with Gideon Partners according to the terms discussed in the Closed Session.

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

No: None

Resolution No. 23.10.112

Motion Carried (6 - 0)

14. ADJOURNMENT

Hearing no objections, the Mayor adjourned the meeting at 9:02 PM.

Kevin R. McDaniel, Mayor

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 5B

COMMUNITY DEVELOPMENT DEPARTMENT

To: City Council
From: Kevin R. McDaniel, Mayor; Stephanie Carroll, Economic Development Manager
Submitted: October 11, 2023
Subject: Motion – To confirm the reappointment of Cortney Casey

INTRODUCTION AND HISTORY

Please consider confirming the following reappointment to fulfill a 4-year term.

Name	Board	Past Experience on the Commission	Service Years on the Commission	Term Ending
Cortney Casey	Downtown Development Authority (DDA)	Has been a DDA Board member since 2020	3	2027

STAFF RECOMMENDATION

It is recommended that Cortney Casey be reappointed to the Downtown Development Authority.

MOTION

Move to confirm the reappointment of Cortney Casey to the Downtown Development Authority for a term ending 2027.



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

1827 N. Squirrel Rd., Auburn Hills MI 48326

Phone: 248.370.9402 Fax: 248.364.6719

CityClerk@auburnhills.org

www.auburnhills.org/cityboards

**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: Casey Cortney J.
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 3317 Parkways Blvd. Auburn Hills 586-567-3033
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: cort@michiganbythebottle.com

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? Since 4/2020 ARE YOU A U.S. CITIZEN: Yes

DO YOU WORK IN AUBURN HILLS? Yes LENGTH OF TIME EMPLOYED IN AUBURN HILLS: Since July 2016

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

Michigan By The Bottle Tasting Room 3384 Auburn Road 248-564-2134
(Business Name) (Number/Street) (Phone)

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

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

I've been on DDA since 2020. I'm both a resident and business owner in the community.

I have marketing, communications and event planning experience.

I have a bachelor's degree in communication studies from the University of Michigan.

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

I've volunteered at city functions in the past.

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

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

Cortney Casey

(Signature)

9/29/23

(Date)



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 7A1

TAX INCREMENT FINANCE AUTHORITY

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

September 12, 2023

CALL TO ORDER: Chairman Kneffel called the meeting to order at 4:04 PM.

ROLL CALL: Present: Kneffel, Goodhall, Carrier, Eldredge, Waltenspiel
Absent: Gudmundsen, Moniz
Also Present: Brandon Skopek, Assistant City Manager / TIFA Executive Director; Andrew Hagge, Management Assistant
Guests: John Thompson, PEA Group; Lamar Sulaka, Bacall Development / Hyde Associates

LOCATION: 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 – August 8, 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 August 8, 2023 as presented.
Seconded by Mr. Carrier**

**Yes: Kneffel, Goodhall, Carrier, Eldredge, Waltenspiel
No: none**

Motion carried

B. TIFA Executive Session Meeting Minutes – August 8, 2023

There was no discussion on the approval of the minutes.

**Moved by Mr. Goodhall to approve the TIFA Board of Directors Executive Session Meeting Minutes from August 8, 2023 as presented.
Seconded by Mr. Waltenspiel**

**Yes: Kneffel, Goodhall, Carrier, Eldredge, Waltenspiel
No: none**

Motion carried

CONSENT AGENDA**A. FY 2023 Adopted Budget and YTD Summary – August 31, 2023****RESOLVED:** To receive and file the financial report for the period ending August 31, 2023**Moved by Mr. Carrier to approve the Consent Agenda.****Seconded by Mr. Eldredge****Yes: Kneffel, Goodhall, Carrier, Eldredge, Waltenspiel****No: none****Motion carried****UNFINISHED BUSINESS**

None.

NEW BUSINESS**A. Conveyance of TIFA Property to Bacall Development (Hyde Associates, LLC)**

Mr. Skopek presented the agenda item related to the property conveyance to the TIFA Board. Included in that presentation, Mr. Skopek advised the TIFA Board of why this action was necessary and how it could affect future development if this action was not taken. The TIFA Board asked clarifying questions about how the property parcels were originally divided up. Mr. Thompson from PEA Group, and Mr. Sulaka from Bacall Development, provided an explanation to the TIFA Board on why this property conveyance was necessary.

Moved by Mr. Carrier to authorize the conveyance of the three-foot strip of property from Parcel Identification Number 14-36-126-027 to Hyde Associates, LLC and authorize the Executive Director to execute all documents necessary to complete the conveyance of property.

Seconded by Mr. Goodhall**Yes: Kneffel, Goodhall, Carrier, Eldredge, Waltenspiel****No: None****Motion Carried****B. Approval of 2024 Proposed Budget**

Mr. Skopek presented the agenda item regarding the 2024 Proposed Budget to the TIFA Board. Mr. Skopek covered all updates made to the budget in each of the districts within the TIFA. Updates to the 2024 Proposed Budget included shifting the Christmas Tree to the 2024 Budget, amongst other items.

Moved by Mr. Goodhall to approve the 2024 Proposed Budget as presented. Furthermore, recommend to the City Council the inclusion of these budgets for adoption in the City's overall budget documents.

Seconded by Mr. Carrier**Yes: Kneffel, Goodhall, Carrier, Eldredge, Waltenspiel****No: None****Motion Carried****EXECUTIVE DIRECTOR REPORT**

Mr. Skopek informed the Board that he will be out of the office for an extended period because he is getting married on Friday, September 15th. Additionally, Mr. Skopek provided updates to the TIFA Board on some of the downtown developments, including the Cantina El Dorado restaurant.

BOARD MEMBER COMMENTS

The TIFA Board asked clarifying questions regarding parking in the downtown. Mr. Skopek provided an update regarding enforcement in the two-hour surface parking lot, as well as the status of the downtown parking survey.

ANNOUNCEMENT OF NEXT MEETING

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, October 10, 2023 at 4:00 p.m. in the Administrative Conference Room in City Hall at, 1827 N. Squirrel Road, Auburn Hills, Michigan 48326.

ADJOURNMENT

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

Seconded by Mr. Carrier

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

Motion carried

The TIFA Board of Directors meeting adjourned at 4:40 p.m.

Steve Goodhall
Secretary of the Board

Andrew Hagge
Management Assistant



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 7A2

DOWNTOWN DEVELOPMENT AUTHORITY

"Not Yet Approved"

CITY OF AUBURN HILLS DOWNTOWN DEVELOPMENT AUTHORITY MEETING

September 18, 2023

LOCATION: Auburn Hills City Hall – Administrative Conference Room

CALL TO ORDER: Vice Chairwoman Jernigan called the meeting to order at 5:19 p.m.

ROLL CALL: Present: Jernigan, Mayor McDaniel, Wise, Gliniecki, Casey, Wayne, Bachan
Absent: Young
Also Present: Stephanie Carroll, Economic Development Manager; Eveonne Roberts, Downtown Engagement Specialist
Guests: Chris Harder, Placer.ai

PERSONS WISHING TO BE HEARD

None.

APPROVAL OF MINUTES

A. Regular Meeting Minutes – May 8, 2023

**Moved by Mayor McDaniel to approve the DDA Regular Meeting Minutes from May 8, 2022.
Seconded by Ms. Casey**

Motion carried

B. Special Meeting Minutes – Joint Meeting with TIFA – May 8, 2023

**Moved by Mayor McDaniel to approve the DDA Regular Meeting Minutes from May 8, 2023.
Seconded by Mr. Gliniecki**

Motion carried

CORRESPONDENCE AND PRESENTATIONS

A. Placer.ai Presentation and Authorization for Services

Mr. Harder presented Placer.ai's software to the Board via Zoom. Highlights included it being able to capture accurate counts of foot traffic in a designated area, date, and time. Mr. Harder also described the program as web-based software that can be accessed 24/7 to see metrics from up to six months. He explained that such information could be used to attract specific public and private investment as well as to calculate event attendance as a gauge for success.

After the presentation the Board briefly discussed the current costs/benefits this type of service would provide to the Downtown and ultimately decided not to act on this item at this time.

B. 2024-2028 Budget Presentation

Ms. Carroll presented the memo dated September 12th to the Board which emphasized future spending on the following.

- Downtown Bunny Bash
- Friday Night Summer Concert Series
- Summerfest Enhancements
- SeptemBEERfest
- Downtown Spooktacular
- Wayfinding Sign Project (Implementation of Branding) – Delayed Until 2024-2025
- Public Art Initiative
- Promotions and Marketing
- Membership Fees

Ms. Carroll also mentioned that the loan from TIFA has been paid off and as new developments come on-line and are assessed at full value, there will be a continued increase in revenues in the out years.

Moved by Mr. Gliniecki to approve the Downtown Development Authority 2023 Amended Budget and 2024 Proposed Budget as presented. Furthermore, recommend to the City Council the inclusion of these budgets for adoption in the City's overall budget documents.
Seconded by Mr. Wayne

Motion carried

FINANCIAL REPORT

A. FY 2023 Adopted Budget and YTD Summary – August 31, 2023

Ms. Carroll reviewed the financial report for the period ending August 31, 2023.

Moved by Ms. Casey receive and file the financial report for period ending August 31, 2023.
Seconded by Ms. Bachan.

Motion carried

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

BOARD MEMBER COMMENTS

Ms. Casey asked if in 2024 the Summer Concert Series could begin two weeks earlier if it's in the budget. Mayor McDaniel stated that it's more of a staffing issue than anything and if the department is fully staffed, it could be considered. Ms. Carroll will touch base with Ms. Adcock.

Mr. Gliniecki asked if the various crosswalk light installations the DDA helped to fund had been installed.

Ms. Carroll identified all, save one light fixture, had successfully been installed and are in use. She explained that the one remaining requires partnership with the City of Rochester Hills due to one side of the street being on their property. Ms. Carroll stated that although she is not currently aware of the status of said partnership, she would find out and report back to the Board.

Mr. Gliniecki asked if the branding consultant had provided a road map for rolling out all the new logos.

Ms. Carroll stated that staff has implemented the new branding on several occasions including on printed items such as t-shirts, social media, billboards, etc. She indicated that Destination by Design did offer additional services that could assist in the implementation and that this would be an additional service (not included in the initially purchased package) and that she would investigate how much said addition would cost.

EXECUTIVE DIRECTOR UPDATE

Ms. Carroll reminded the Board that SeptemBEERfest is Friday and that the Taste of Auburn Hills taking place Thursday, October 19 at the M-1 Concourse.

ANNOUNCEMENT OF NEXT MEETING

The next Regular Downtown Development Authority Board of Directors meeting will be held on Monday, November 13, at 5:30 p.m. at City Hall in the Administrative Conference Room.

ADJOURNMENT

Moved by Mr. Wayne to adjourn the DDA Board meeting.
Seconded by Ms. Casey

Motion carried

The DDA Board of Directors meeting adjourned at 7:09 p.m.

Respectfully submitted,
Eveonne Roberts
Downtown Engagement Specialist



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 7A3
ELECTION COMMISSION



ELECTION COMMISSION MEETING

October 9, 2023, 5:30 PM

City Hall, Council Chamber

1827 N. Squirrel Road, Auburn Hills MI 48326

DRAFT MINUTES

1. CALL TO ORDER

The Clerk called the meeting to order at 5:32 PM.

2. ROLL CALL

Present: Rolanda Peet

Laura Pierce

Absent: Jack Brocklebank

3. APPROVAL OF THE MINUTES

3a. Minutes of August 28, 2023

MOTION by Peet, seconded by Pierce:

To approve the minutes of August 28, 2023 as presented.

VOTE: Yes: All

No: None

MOTION CARRIED (2 - 0)

4. NEW BUSINESS

4a. Review List of Election Inspectors

MOTION by Peet, seconded by Pierce:

To approve the list of election inspectors, chairpersons, absentee voter counting board inspectors, and receiving board members for the November 7, 2023 City Election pursuant to MCL 168.674(1) and to authorize the City Clerk to make revisions as needed.

VOTE: Yes: All

No: None

MOTION CARRIED (2 - 0)

4b. Public Accuracy Test

The Election Commission conducted the Public Accuracy Test in accordance with Michigan Election Law.

5. OTHER ITEMS

None

6. PUBLIC COMMENT

None

7. ADJOURNMENT

The meeting adjourned at 6:05 PM.



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 7B

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: October 11, 2023
Subject: Motion – Approve the **EMERGENCY** repair of the I-75/Harmon Rd Hill under provisions of emergency purchases allowed by the City Manager

INTRODUCTION AND HISTORY

On August 25, 2023, DPW received a phone call informing us of erosion that had occurred on the northbound I-75 Exit ramp to Joslyn Road. This was a result of the nearly 8 inches of rain that we received August 23 through 25 and a section of curb that was removed at the time with the reconstruction on Harmon Road. The storm runoff on Harmon backed up from the removed section and overflowed the hill into the drainage ditch on the exit ramp, taking much of the dirt from the hill with it. Normal erosion control measures were in place, but the amount of stormwater was too much for it to function properly. A quote was received from Florence Cement Company, Inc. (the Harmon Road reconstruction contractor) on September 7th but the additional two quotes needed to meet the purchasing ordinance were just received and are provided in the chart below.

Contractor Company	Price
Florence Cement Company, Inc.	\$37,433.17
Superior Excavating, Inc.	\$37,600.00
Carnwath Excavating Company, Inc.	\$50,066.00

The price quoted by Superior Excavating, Inc. is within 2% of the low bid for which an Auburn Hills vendor receives preference. Additionally, because Florence Cement Company, Inc. submitted their quote on September 7 and the Harmon Road Reconstruction is an MDOT run job (because of funding), the city would lose out on liquidated damages for the project running late (Due to MDOT contract rules).

Because of the sensitive nature of our project with MDOT, we recommend an emergency repair be completed by Superior Excavating, Inc. in a not to exceed amount of \$37,600.00.

STAFF RECOMMENDATION

Staff recommends approval of the bid to Superior Excavating, Inc. for a total cost of \$37,600.00 to be paid from 401-901-973.000-21BDHARMONRD for the repair to the I-75/Harmon Rd Hill.

MOTION

Move to approve the bid of Superior Excavating, Inc. for an emergency repair with a total cost of \$37,600.00 to be paid from 401-901-973.000-21BDHARMONRD for the repair to the I-75/Harmon Rd Hill.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 7C

CITY CLERK'S OFFICE

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Laura M. Pierce, City Clerk
Submitted: October 10, 2023
Subject: Motion – To approve the 2024 Fee Schedule.

INTRODUCTION AND HISTORY

Every year, the Fee Schedule is reviewed by each department and adjusted to reflect projected costs. The following departments have proposed revisions to the fee schedule. These changes will be effective January 1, 2024.

City Clerk's Office

- Added a late fee for the renewals of Trash Hauler and Used Car Lot annual licenses to be consistent with the other annual licenses.

Community Development:

- Changes to the Woodlands Consultant fees were added per contract.
- Changes to engineering fees were added to address inflationary costs, as these fees have not increased since 2017.
- Revised traffic study review fee was amended to cover the actual cost of the consultant's review.
- Added late fee for past due rental home registration payments. Staff found that the \$100 late fee to be charged to property owners who fail to comply with the ordinance within 30 days was never added to the Council's fee schedule after the ordinance's adoption in 2018. This year, of the 290 rental home registrations, 123 were past due as of January 1, 2023. The late fee is anticipated to compel applicants to comply with the ordinance without the need for additional court action.

Department of Public Works

- Sewer service rate per cubic foot: Increased maintenance costs and multiple sewer system upgrades over the next few years.
- Water Bill Late Fee: We dropped the rate (from 6% to 3%) to be more in line with communities in the region.
- Water Meters New/ Existing: Both new and existing water meter fees were raised due to higher costs for meters.
- The parking lot stencil usage fee is a flat \$25 fee and a new fee being charged.
- The hydrant flow test was raised as they are taking significantly more time to perform.

Fieldstone Golf Club

- The date changes are to accurately reflect calendar date variances from 2023 – 2024.

Fire Department

- The proposed change to the EMS Fee for Advanced Life Support II will keep the City in line with current Blue Cross Blue Shield charges.

Police Department

- Added a section related to parking violations. The parking fines were not previously included in the City's Fee Schedule.

Recreation & Senior Services Department

- See attached explanation of proposed changes.

There are no proposed changes to the Assessing and Treasurer/Finance fee schedule.

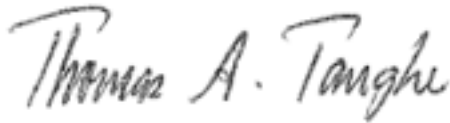
STAFF RECOMMENDATION

Staff recommends approval of the 2024 Fee Schedule.

MOTION

Move to adopt the 2024 City of Auburn Hills Fee Schedule as submitted.

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER

RECREATION AND SENIOR SERVICES 2024 FEE SCHEDULE - PROPOSED

April 19, 2023, the Fee & Programming Workgroup convened to review current program, camp and facilities fees.

The workgroup included Councilperson Tim Carrier, Assistant City Manager Brandon Skopek, Recreation and Senior Services Director Karen Adcock, Finance Treasurer Michelle Schulz, City Manager Assistant Andrew Hagge.

The workgroup was assigned four tasks:

- 1) Research the different day camp offerings in other communities. Identify day camp structure and day camp fees. Compare to city current day camp.
- 2) Research facility rental fees in other communities.
- 3) Review our current program offerings, review historical roster data-previous 5 years and associated fees and costs.
- 4) Review staffing and supplies for our camp, previous five years.

The workgroup along with support staff reviewed the 4 areas.

Camp / Staffing /Supplies

Almost every community has some form of day camp. Some are offered through the local recreation departments; some are nonprofit organizations and others are offered by private businesses. All are different, ranging from days camps structured like ours, to sports camps to adventure and science camps and more.

We researched five different surrounding communities that were like our day camp. Orion Township, Oxford Township, Waterford Township, Independence Township and Bloomfield Schools.

The structure of the other camps was all different, ranging from full day option to weekly to daily. Rates ranged from \$160.00 for a 3-day Art Camp to \$250 a week. These rates did not include before or after care.

The workgroup determined that the city day camp fees were way below other communities, and the camp fee revenue was not covering the expenses.

The proposed day camp fee is per week. Camp hours are 8am to 6pm. Families can still take advantage of early drop off and later pickup. Lunch time is included however, campers will be required to bring their own nonperishable nut free lunch.

Facility Rentals

Five communities were reviewed for facility rentals like the city facilities. Communities survey were Rochester Hills, Midland, Birmingham, Troy and Southfield.

Community Center rates were found to be consistent with surrounding communities. The one change is to correct the deposit for half of the Seyburn Room.

For Park Pavilions we will return to one rental per day. This past summer we offered half-day rentals, but this became highly problematic in the turnaround of the pavilion. It was difficult to keep the pavilions clean in-between and not having enough staffing made it more difficult.

We will no longer require deposits on park pavilions. The workgroup along with staff determined the time and cost to process deposit refunds was costing more than the deposit itself. If there is major damage, we would pursue other options such as criminal or legal action.

Date change or cancellation administrative fees covers staff time in processing paperwork and checks.

The park pavilions, ball field, athletic field, Knight Amphitheater, Hawkwoods Lodge, cabins, and alcohol permit fees have modest increases.

Current Programs -Fees and Expenses

In reviewing classes and programs, minus Day Camp, it was determined we are covering expenses. Class fees are designed to cover the expenses. We work with a 70/30 split with instructors. Instructors receive 70% and the city retains 30% of program revenue.

For Senior Travel, when using outside agencies, we either get a commission from the travel company on the fees or add an administrative fee on top of the cost of the trip.

In conclusion the workgroup and support staff provided significant input and information. Community recreation is a valuable resource and designed to be affordable. We will continue to offer affordable programs and services, work with outside agencies such as Youth Assistance to assist income eligible families to participate in recreational programs and with donors for scholarships for low-income seniors to remain active in the community.



2024 FEE SCHEDULE





2024 FEE SCHEDULE

DRAFT

ASSESSOR'S OFFICE		CURRENT FEE	PROPOSED FEE
APPLICATION FEES			
IFEC – Industrial Facilities Exemption	\$	800.00	
IFEC – Transfer		400.00	
IDD, PRD, or CRD – Development Districts		600.00	
PA 328 Tax Exemption		800.00	
Tool & Die Recovery Zone		800.00	
GENERAL			
Record Cards – each	\$	1.00	
Flood Plain Maps – each	\$	1.00	
Tax Maps			
11" x 17"	\$	1.50	
8.5" x 11"	\$	1.50	
Property Transfer Affidavits (current or prior year only)	\$	0.50	
Sales Reports – per page	\$	1.00	
Valuation Records – each	\$	1.25	
Database Reports			
Per-hour rate for compilation	\$	25.00	
Printing – per page	\$	0.10	
Copying on CD	\$	1.00	
Minimum charge per report	\$	25.00	
LEGAL DESCRIPTION CHANGES			
Residential Lot Split or Combination not requiring application	\$	60.00	
Commercial/Industrial Lot Split or Combination not requiring application	\$	90.00	



2024 FEE SCHEDULE

DRAFT

CITY CLERK		CURRENT FEE	PROPOSED FEE
CEMETERY FEES			
Lot – none available			
General	\$	250.00	
Property Owners & Residents of 5 or more years	\$	150.00	
Grave Opening & Closing			
Weekdays	\$	800.00	
Saturday	\$	PLUS 200.00	
Cremation Opening & Closing			
Weekdays	\$	400.00	
Saturdays	\$	PLUS 200.00	
Footings			
24” wide (single)	\$	225.00	
36” wide (double)	\$	235.00	
48” wide	\$	245.00	
Over 48” wide	\$	255.00	
FOIA FEES			
Per Page Copy Charge (Plus labor, billed as noted below)	\$	0.10	
Out-Source Copying (Plus labor, billed as noted below)		Actual Cost	
Flash Drive (Plus labor for reproduction as noted below)	\$	Actual Cost	
Labor	Billed at the hourly rate of the lowest paid employee capable of retrieving the information, which wage shall include the cost of fringe benefits paid to the employee by the employer.		
Postage	Actual realized cost of postage/transmittal rate		
Deposit (Required when cost anticipated exceeds \$50.00)	One-Half total estimated cost		
It merits note that fees and/or costs of certain public records which have been established by ordinance or resolution of City council and which are the actual and regular fees and/or costs charged for the sale of such public records, shall be billed to the requestor at the established charge. Per PA 442 we cannot charge for any			



2024 FEE SCHEDULE

DRAFT

CITY CLERK		CURRENT FEE	PROPOSED FEE
responses that take less than 15 minutes to complete. There is a separate fee schedule for FOIA.			
GENERAL			
Copies Per Page	\$	0.10	
Video Tape/City Council		Duplication Cost	
LICENSES			
Adult Use Marijuana Establishments Non-refundable, annual application/administrative fee	\$	5,000.00	
Concessionaires	\$	100.00	
Each additional person	\$	25.00	
Hotel – Fee for 2-year license	\$	250.00	
Late Fee for Renewals	\$	100.00	
Smoking Lounge			
New	\$	250.00	
Renewal	\$	100.00	
Late Fee for Renewals	\$	100.00	
Trash Haulers – Annual Fee	\$	250.00	
Each additional Truck	\$	100.00	
Late Fee for Renewals	\$		100.00
Used Car Lot – Annual Fee	\$	250.00	
Late Fee for Renewals	\$		100.00
iChat background check – peddlers, vendors, etc. Paid by vendor			
MARRIAGE CEREMONY			
Performance of marriage ceremony by Mayor	\$	50.00	
MASSAGE PARLOR			
Application & Inspection Fee – Business	\$	250.00	
Application & Inspection Fee – Masseuse	\$	50.00	
Renewal Business Fee	\$	100.00	
Renewal Masseuse Fee	\$	25.00	
NOTARY SERVICES			
Auburn Hills - Resident/Property Owner/Business Owner			
First Act		7.00	
Each subsequent Act unrelated to City business	\$	5.00	
Non-Resident			
First Act	\$	10.00	



2024 FEE SCHEDULE

DRAFT

CITY CLERK	CURRENT FEE		PROPOSED FEE
Each subsequent Act	\$	7.00	
Documents related to City business		n/c	



2024 FEE SCHEDULE

DRAFT

COMMUNITY DEVELOPMENT		CURRENT FEE	PROPOSED FEE
ENGINEERING PLAN REVIEW			
Single Family New Construction - Plot Plan Review	\$	500.00	600.00
All Other Plan Reviews		2.2%	
Minimum Engineering Fee	\$	1,030.00	1,450.00
SITE PLAN REVIEW – BASE FEE FOR ADMINISTRATIVE PROCESSING			
Base Fee for Site Plans Requiring Public Review <i>(includes City costs associated with placing notice in Oakland Press, mailing notice to properties within 1,000 feet, public meetings, and staff review.</i>	\$	1,400.00 plus 600.00 for each Special Land Use request plus 1,500.00 for combined PUD Step 1 & 2 application	
Base Fee for Site Plan Reviewed Administratively By Staff	\$	600.00	
SITE PLAN REVIEW – CIVIL ENGINEERING AND WOODLAND CONSULTANT PASS-THROUGH COSTS <i>(In addition to Site Plan Review base fee)</i>			
Civil Engineering Consultant		2,400.00 plus 50.00 per acre	2,750.00 plus 50.00 per acre
Woodlands Consultant			
<u>Part One</u>			
0.0 – 9.9 Acres	\$	893.00	915.00
10.0 – 14.9 Acres	\$	1,189.00	1,219.00
15.0 – 24.9 Acres	\$	1,784.00	1,829.00
25.0 + Acres	\$	2,379.00	2,438.00
<u>Part Two</u>			
Field Inspection	\$	120.00 plus 1.00 per regulated tree up to 1,000 trees plus 0.50 per regulated tree above 1,000 trees	123.00 plus 1.00 per regulated tree up to 1,000 trees plus 0.50 per regulated tree above 1,000 trees



2024 FEE SCHEDULE

DRAFT

COMMUNITY DEVELOPMENT		CURRENT FEE	PROPOSED FEE
Revised Site Plan Review (Administrative)	\$	Consultant(s) costs plus 25%	
ZONING AND OTHER DEVELOPMENT RELATED FEES			
Cell Tower Co-Location Review	\$	515.00	
Special Land Use Review – Stand-alone request without Site Plan	\$	1,250.00	
Planned Unit Development (PUD)			
Step #1 Only	\$	3,605.00	
Step #2 Only – <i>See Site Plan Review Fee</i> <i>Note: Combined PUD Step #1 and #2 shall pay Site Plan Review Fee</i>			
Special Mtg. Fee (if requested) charged in addition to above Review Fees	\$	725.00	
Site Plan Extension Fee	\$	425.00	
Traffic Study Impact Review			Actual cost of City consultant review
Less than 50 acres, 150 units (residential) or 200,000 gross bldg. sq. ft.	\$	825.00	
Greater than 50 acres, 150 units (residential) or 200,00 gross bldg. sq. ft. — hourly	\$	105.00	
City Attorney Review of Legal Documents – per hour	\$	145.00	
Rezoning Application <i>(includes City costs associated with placing notice in Oakland Press, mailing notice to properties within 1,000 feet, public meetings, and staff review)</i>	\$	1,250.00	
Temporary Event Permit – Administrative (codes 5, 10)	\$	52.00	
Temporary Event Permit – Public Review <i>(includes City costs associated with placing notice in Oakland Press, mailing notice to properties within 1,000 feet, public meetings, and staff review)</i>	\$	1,250.00	
Temporary Permit – flower/produce stand, holiday sales lots, batch plants			
Flat Rate (note: non-profit holiday sales lots shall pay flat rate only)	\$	52.00	
Weekly Rate (charged per week, or fractionally thereof, and in addition to Flat Rate)	\$	21.00	
Land Exchange	\$	710.00	



2024 FEE SCHEDULE

DRAFT

COMMUNITY DEVELOPMENT		CURRENT FEE	PROPOSED FEE
Land Division			
Residential	\$	875.00	
Commercial	\$	1,030.00	
Street Tree Program (escrowed deposit/payment into Tree Fund per protected tree)	\$	380.00	
ZONING BOARD OF APPEALS			
One Family Residential	\$	250.00	
All Other Zoning Districts <i>(includes City costs associated with placing notice in Oakland Press, mailing notice to properties within 1,000 feet, public meeting, and staff review)</i>	\$	1,250.00	
BUILDING SERVICES			
Application Fees – Non-Refundable (not credited to Building Permit Fee)			
Residential Permit	\$	31.00	
Non-Residential/Commercial Permit	\$	310.00	
Sign Permit	\$	31.00	
All Permit Renewals	\$	52.00	
Building Permit – including sign (calculated on \$1,000 of Estimated Value Fee for both Residential and Non-Residential) *Shall not be less than values given by ‘Building Valuation Data Report”, ICC			
\$0 - \$499	\$	86.00	
\$500 - \$49,000	\$	86.00	
Plus additional incremental fee for every \$1,000 over Valuation of \$500	\$	9.00	
\$50,000 - \$199,999	\$	425.00	
Plus additional incremental fee for every \$1,000 over Valuation of \$50,000	\$	7.00	
Over \$200,00	\$	1,115.00	
Plus additional incremental fee for every \$1,000 over Valuation of \$200,000	\$	6.00	
Building Plan Review – New construction (both Residential and Non-Residential) *Does not apply to single family residential addition/alteration			
\$499,999 and below	\$	0.0044	
\$500,000 and above	\$	2,015.00	
Over \$500,000	\$	0.0019	
Single Family Residential	\$	118.00	



2024 FEE SCHEDULE

DRAFT

COMMUNITY DEVELOPMENT			CURRENT FEE	PROPOSED FEE
Commercial Pan Review – minimum fee	\$		318.00	
Demolition Permit – per structure	\$		107.00	
Mobile Home Installation Permit	\$		107.00	
Special Inspection/Tenant Occupancy	\$		576.00	
Building Plans Microfilming –fee per sheet	\$		2.10	
Re-Inspection (charged if job is not ready when inspection is ordered)	\$		59.00	
Builders License Registration	\$		27.00	
Construction Board of Appeals Meeting	\$		1,030.00	
After Hours Construction Permit	\$		81.00	
Zoning Approval/Verification Permit	\$		26.00	
PLUMBING PERMITS				
Application Fee – Non-Refundable (not credited to Plumbing Permit Fee)	\$		31.00	
Registration for Plumbing Contractor Fee	\$		6.00	
Residential New Home Construction				
0-4,000 sq. ft.	\$		0.16	
4,001 sq. ft. and above each additional 500 sq. ft.	\$		57.00	
Minimum Permit Fee for New Home Construction	\$		155.00	
Standard mechanical Inspections				
Underground Inspection	\$		34.00	
Rough Inspection	\$		34.00	
Minimum Permit Fee	\$		72.00	
The fee for each of the following inspection shall be	\$		11.00	
Stack/Air Admittance Valve	Disposal	Shower Trap	Valve	
Sump or Interceptor	Bathtub	Humidifier	Ice Maker	
Water Closet	Lavatory	Hose Bibs	Tile	
Dental Chair	Laundry Wall Box	Water Softener	Roof sumps	
Urinal	Laundry Stand Pipe	Auto Washer	Well Pump	
Sink	Floor Drain	Laundry Tray Pump	Catch Basin	
Water heater	Drinking Fountain	Grease Trap	Manhole	
Dishwasher	Soda Bar	Coffee Urn	Garbage Sumps	
Domestic Water Treatment	Misc. Fixtures (not in itemized list)			
Lawn Sprinkler	\$		29.00	
Crock to Iron	\$		23.00	
Back Flow Prevention	\$		29.00	



2024 FEE SCHEDULE

DRAFT

COMMUNITY DEVELOPMENT		CURRENT FEE	PROPOSED FEE
Special Inspection	\$	57.00	
Swimming Pool	\$	34.00	
Tenant Occupancy Inspection	\$	57.00	
Plumber License Regulation	\$	2.00	
Steam & Chill Water fixture	\$	34.00	
Sewer Ejector	\$	19.00	
Modular Homes	\$	79.00	
Storage Tanks	\$	34.00	
Re-Inspection (charge if job is not ready when inspection is ordered)	\$	52.00	
Medical Gas System	\$	48.00	
Water Distribution System – Distribution pipe size at meter, 100 ft. or less			
3/4"	\$	19.00	
1"	\$	23.00	
1 1/2"	\$	29.00	
2"	\$	45.00	
3"	\$	57.00	
4"	\$	67.00	
Over 4"	\$	80.00	
Plus incremental charge for each additional 100 ft. of pipe	\$	11.00	
Storm Drains, Sanitary and Process Waste inside buildings, underground and inside conductor drains – first 200 feet			
6" or less	\$	39.00	
8" maximum	\$	57.00	
10" maximum	\$	67.00	
12" maximum	\$	90.00	
14" maximum	\$	106.00	
16" maximum	\$	125.00	
18" maximum	\$	139.00	
18" or over	\$	157.00	
Plus incremental charge for each additional 100 ft. or fraction thereof	\$	9.00	
MECHANICAL PERMITS			
Application Fee – Non-Refundable (not credited to Mechanical Permit Fee)	\$	31.00	



2024 FEE SCHEDULE

DRAFT

COMMUNITY DEVELOPMENT		CURRENT FEE	PROPOSED FEE
Registration for Mechanical Contractor Fee	\$	16.00	
New Residential Homes			
Up to 2,000 sq. ft.	\$	0.16	
2,001 sq. ft. and over per each additional 500 sq. ft.	\$	57.00	
Minimum Permit Fee – New Construction *50% surcharge added if work commences prior to permit issuance	\$	155.00	
Minimum Mechanical Permit Fee	\$	72.00	
Underground/Rough/Final Inspection	\$	34.00	
Gas Fire Heating Equipment			
Furnace or Boiler – NEW Installation – Standard System			
0 – 400,000 BTU*	\$	51.00	
Duct or Radiation System	\$	40.00	
Gas piping 0-100'	\$	28.00	
Each additional 50' or part thereof	\$	13.00	
Furnace or Boiler REPLACEMENT			
0 – 400,000 BTU*	\$	45.00	
Duct or Radiation Alteration	\$	34.00	
Furnace or Boiler NEW Installation – Commercial System			
0 – 400,000 BTU* Unit Heaters	\$	51.00	
Duct System	\$	40.00	
0 – 150,000 Tubular heaters/Infrared	\$	33.00	
Blowers and Fans (ventilation or exhaust)			
Under 10,000 c.f.m.	\$	28.00	
10,000 c.f.m. & over	\$	45.00	
Duct systems	\$	40.00	
Refrigeration (other than comfort cooling)			
1 H.P. to 5 H.P. each unit	\$	40.00	
5 H.P. and over	\$	62.00	
Combination Roof Heating and Cooling			
Self-Contained Units			
0 – 60,000 BTU*	\$	57.00	
60,001 – 1,500,000 BTU*	\$	85.00	
Remote Systems (Split Systems)			
0 – 120,000 BTU*	\$	67.00	



2024 FEE SCHEDULE

DRAFT

COMMUNITY DEVELOPMENT		CURRENT FEE	PROPOSED FEE
120,000 – 200,000 BTU*	\$	90.00	
Each additional 200,000 BTU* or fraction thereof	\$	7.00	
Fuel Tanks (oil or other) Underground			
0 – 5,000 gallons	\$	51.00	
5,001 – 50,000 gallons	\$	67.00	
50,001 – 200,000 gallons and over	\$	90.00	
Other			
Fireplace	\$	45.00	
Fire Damper – 1 st damper	\$	23.00	
Each additional damper	\$	13.00	
Humidifier	\$	28.00	
Air Cleaner	\$	28.00	
Chimney Liner/Pre-Fab Chimney Liner	\$	34.00	
V.A.V. Box – 1 st box	\$	34.00	
Each additional box	\$	18.00	
Duct Smoke Detector – 1 st detector	\$	18.00	
Each additional detector	\$	9.00	
Clothes Dryer – 1 st dryer	\$	28.00	
Each additional dryer	\$	13.00	
Range Hoods	\$	28.00	
Bath Fans – 1 st fan	\$	18.00	
Each additional fan	\$	9.00	
Contractor Registration	\$	16.00	
Make Up Air	\$	18.00	
Re-Inspection (charge if job is not ready when inspection is ordered)	\$	57.00	
Tenant Occupancy Inspection – Special	\$	57.00	
Water heater	\$	18.00	
Chiller	\$	52.00	
Miscellaneous Items (not listed on itemized list)	\$	23.00	
ELECTRICAL PERMITS			
Application Fees – Non-Refundable (not credited to Electrical Permit Fee)	\$	31.00	
Registration for Electrical Contractor Fee	\$	26.00	
New Residential Home			



2024 FEE SCHEDULE

DRAFT

COMMUNITY DEVELOPMENT		CURRENT FEE	PROPOSED FEE
Up to 2,000 sq. ft. – per each sq. ft.	\$	0.03	
Over 2,001 sq. ft. – above fee plus additional for each 500 sq. ft.	\$	57.00	
Minimum Permit Fee for New Home	\$	155.00	
Underground/Rough/Final Inspection *50% surcharge added if work commences prior to permit issuance	\$	34.00	
Minimum Electrical Permit Fee	\$	72.00	
Standard Electrical Permits			
0 – 400 amp Service – 1 PH or 3 PH	\$	45.00	
Over 400 amp Service (for each 100 amp)	\$	13.00	
Temporary Service on Pole	\$	45.00	
Range, Oven, Water Heater, Heating Plant – per each unit	\$	13.00	
All Motors	\$	23.00	
Minor Repairs	\$	18.00	
Change Service Wiring	\$	18.00	
Relocate Service	\$	18.00	
Reconnect Gasoline Pump Motor – per each location	\$	51.00	
Air conditioner	\$	34.00	
Each Circuit	\$	11.00	
Electric Heat – per unit	\$	18.00	
Sub Panels	\$	13.00	
Under Floor, Panel Feeders, Mains, Bus ducts, Trench, etc. (open)			
First 100 feet or less	\$	23.00	
Over 100 feet – above fee plus additional incremental fee for each additional 100 feet	\$	13.00	
Fixtures (sockets)			
1 – 25 fixtures	\$	13.00	
Each additional 25 fixtures or fraction thereof	\$	11.00	
Lighting Pole and Base Inspection	\$	11.00	
Signs	\$	45.00	
Residential Generator	\$	85.00	
Commercial Generator	\$	168.00	
Furnace	\$	13.00	
Up to 10 Stations and Signals	\$	80.00	



2024 FEE SCHEDULE

DRAFT

COMMUNITY DEVELOPMENT		CURRENT FEE	PROPOSED FEE
11 to 20 Stations and Signals	\$	157.00	
Over 20 Stations and Signals – each	\$	13.00	
Data Telecommunication Outlets	\$	11.00	
ORDINANCE ENFORCEMENT FEES			
Re-Inspection Fee (charged if job not ready when inspection ordered)	\$	57.00	
Vacant Residential Home Registration	\$	200.00	
Rental Home Registration		200.00	
Rental Home – Permit to Occupy		50.00	
Rental Home Registration – Additional Late Fee (30 days past due)			100.00
Staff Inspection for Vacant Home or Rental Home Registration		155.00	
Tenant Occupancy Inspection/Special	\$	57.00	
Miscellaneous Not Covered Above	\$	57.00	
Grass/Weed Cut – Inspection/Processing Fee – per cut	\$	115.00	
Sidewalk/Pathway Snow Removal Abatement – Inspection/Processing Fee – per plow		\$115.00	
Backyard Chicken Permit	\$	31.00	
MISCELLANEOUS ITEMS			
City Map with Street Index	\$	2.00	
Zoning Map	\$	8.00	
RESTITUTION FEES			
Personnel – per hour			
Community Development Director	\$	70.25	
Building Official	\$	59.33	
Building Inspector	\$	53.11	
Code Enforcement Officer	\$	48.15	
Clerical	\$	40.95	
PRIOR TO BUILDING OCCUPANCY - WOODLANDS ORDINANCE REVIEW			
Follow-Up Tree Inspection Per Landscape Plan	\$	595.00 plus 120.00 plus 1.00 per required landscape / replacement tree installed	610.00 plus 123.00 plus 1.00 per required landscape / replacement tree installed
Woodlands Consultant – per hour	\$	114.00	117.00



2024 FEE SCHEDULE DRAFT



2024 FEE SCHEDULE

DRAFT

DEPARTMENT OF PUBLIC WORKS		CURRENT FEE	PROPOSED FEE
WATER RATES			
<i>Water service shall be charged to all users in the City of Auburn Hills based on the amount of water consumed as measured by the City's meter located at each respective premises and shall be billed per cubic foot at the rates shown below for all water used, plus the existing rate charge for fire lines, and the unit factor shall be zero.</i>			
Water Serve Rate Per Cubic Foot			
0% increase effective January 1, 202 3 <u>4</u>	\$.05543	
Irrigation—Only Water Service Rate Per Cubic Foot			
<u>0% increase</u> 7% decrease effective January 1, 202 3 <u>4</u>	\$.06543	
Sewer Service Rate Per Month – For Users Not Connected to City Water System			
0% increase effective January 1, 202 3 <u>4</u>	\$	43.31	
Sewer Service Rate Per Cubic Foot – For Users Connected to City Water System			
<u>1% 0%</u> increase effective January 1, 202 3 <u>4</u>	\$.05007	.05057
Water Bill Late Fee		6% Compounding	3% Compounding
LATERAL – WATER/SANITARY SEWER			
Residential Water	\$	1,000.00	
Commercial Industrial Water – Per Front Foot	\$	13.00	
Residential Sewer	\$	2,000.00	
Commercial Industrial Sewer – Per Front Foot	\$	25.00	
CAPTIAL – WATER/SANITARY SEWER			
Water – Per Unit	\$	500.00	
Sewer – Per Unit	\$	2,500.00	
WATER SERVICE TAP			
¾"	\$	1,590.00	
1"	\$	1,800.00	
1 ½"	\$	2,200.00	
2"	\$	2,800.00	
Per linear foot over 60 feet	\$	22.00	



2024 FEE SCHEDULE

DRAFT

DEPARTMENT OF PUBLIC WORKS		CURRENT FEE	PROPOSED FEE
INSPECTIONS			
Water Service	\$	100.00	
Sewer Service	\$	100.00	
Final Residential – New Construction (includes 2 inspections)	\$	100.00	
Additional inspections (residential)	\$	50.00	
Final Commercial – New Construction (includes 2 inspections)	\$	200.00	
Additional Inspections (commercial)	\$	75.00	
Sump Line Inspection		100.00	
WATER METERS – NEW			
¾"	\$	325.00	360.00
1"	\$	425.00	485.00
1 ½"	\$	1,050.00	1,100.00
2"	\$	1,350.00	1,400.00
3"	\$	2,300.00	
4"	\$	3,500.00	
6"	\$	5,900.00	6,000.00
WATER METERS – EXISTING			
¾"	\$	160.00	190.00
1"	\$	250.00	300.00
1 ½"	\$	850.00	
2"	\$	1,100.00	1,150.00
3"	\$	1,800.00	1,900.00
4"	\$	2,850.00	2,900.00
6"	\$	4,800.00	4,900.00
MIU	\$	130.00	140.00
SIDEWALK & CURB CUT & DRIVE APPROACH INSPECTION			
Inspection Fee	\$	100.00	
PARKING LOT INSPECTION FEE			
Inspection Fee		100.00	
DITCH ENCLOSURE INSPECTION			
Inspection Fee	\$	100.00	
PARKING LOT REPAVING PERFORMANCE BOND		1,000.00	
PARKING LOT STENCIL USAGE FEE			25.00



2024 FEE SCHEDULE

DRAFT

DEPARTMENT OF PUBLIC WORKS	CURRENT FEE	PROPOSED FEE
INSPECTION ENGINEERING		
Inspection Fees Deposit – based on estimated construction cost		
Inspection Administrative Fees – based on estimated inspection fees deposit	10%	
Utility Review Permit Fee	550.00	
HYDRANT PERMIT		
Deposit – 3” Meter (Remote)	\$ 1,755.00	
Deposit – 1” Meter (Remote)	\$350.00	
Deposit – 3” Meter (DPW)	\$350.00	
Deposit – Hydrant Meter Wrench	\$35.00	
Hydrant Meter Rental Fee per month	\$ 50.00	
HYDRANT FLOW TEST	\$ 150.00	200.00
FIRELINE FLUSH UTILITY	\$ 423.00	
DISCONNECTS		
Inspection – Required	\$ 100.00	
Water (option to be performed by City)	\$ 900.00	
Sanitary (option to be performed by City)	\$ 1,000.00	
WATER SERVICE TURN OFF/ON (Each Visit)		
Regular Hours	\$ 40.00	
After Hours & Saturdays	\$ 140.00	
Sundays & Holidays	\$ 175.00	
UNAUTHORIZED WATER USE		
Per Incident	\$ 500.00	
WATER METER TEST		
Accurate	\$ 100.00	
If inaccurate by 2 ½% or more	No Charge	
IMPOUND STORAGE FEE – per day	\$ 10.00	



2024 FEE SCHEDULE

DRAFT

FIELDSTONE GOLF CLUB	CURRENT FEE			PROPOSED FEE
*Resident-Res *Regular-Reg	Res		Reg	
IN SEASON RATES (May 15 <u>11</u> – September 17 <u>15</u>)				
<i>Monday - Thursday</i>				
9 Holes (Greens Fee, Cart Fee and GPS)	29.00		37.00	
18 Holes (Greens Fee, Cart Fee and GPS)	48.00		66.00	
Twilight (Memorial Day to Labor Day after 6:00 PM)	26.00		30.00	
Outing and Event Rate (Greens Fee, Cart Fee, GPS, Range)	54.00		72.00	
<i>Friday - Sunday & Holidays</i>				
9 Holes (Greens Fee, Cart Fee and GPS)	30.00		41.00	
18 Holes (Greens Fee, Cart Fee and GPS)	53.00		71.00	
Twilight (Memorial Day to Labor Day after 6:00 PM)	31.00		37.00	
Outing and Event Rate (Greens Fee, Cart Fee, GPS, Range)	59.00		79.00	
Senior & Junior Rates – Walking (55 & over, 17 & under)				
<i>Mon – Fri before 10:00 AM</i>				
9 Holes Regular	10.00		19.00	
18 Holes Regular	20.00		28.00	
Senior & Junior Rates – (55 & over, 17 & under)				
<i>Mon – Fri before 10:00 am</i>				
9 Holes (Greens Fee, Cart Fee and GPS)	17.00		27.00	
18 Holes (Greens Fee, Cart Fee and GPS)	31.00		41.00	
SPRING RATES (Open – May 14 <u>10</u>) & FALL RATES (September 18 <u>16</u> – Close)				
<i>Monday - Thursday</i>				
9 Holes (Greens Fee, Cart Fee and GPS)	26.00		33.00	
18 Holes (Greens Fee, Cart Fee and GPS)	41.00		51.00	
Outing and Event Rate (Greens Fee, Cart Fee, GPS, Range)	47.00		57.00	
<i>Friday – Sunday & Holidays</i>				
9 Holes (Greens Fee, Cart Fee and GPS)	27.00		34.00	



2024 FEE SCHEDULE

DRAFT

FIELDSTONE GOLF CLUB	CURRENT FEE			PROPOSED FEE
18 Holes (Greens Fee, Cart Fee and GPS)	43.00		56.00	
Outing and Event Rate (Greens Fee, Cart Fee, GPS, Range)	49.00		62.00	
Senior & Junior Rates – Walking (55 & over, 17 & under)				
<i>Mon – Fri before 10:00 AM</i>				
9 Holes Regular	10.00		19.00	
18 Holes Regular	20.00		28.00	
Senior & Junior Rates – (55 & over, 17 & under)				
<i>Mon – Fri before 10:00 AM</i>				
9 Holes Regular (Greens Fee, Cart Fee and GPS)	16.00		26.00	
18 Holes Regular (Greens Fee, Cart Fee and GPS)	26.00		36.00	
All Regular Rates are dynamically priced (+40% to -40%) based on forecasted demand 30-day booking window Walking permitted at all times at regular rate if after 10:00 AM Monday - Friday Rates subject to change				



2024 FEE SCHEDULE

DRAFT

FIRE DEPARTMENT		CURRENT FEE	PROPOSED FEE
DETECTION PLAN REVIEW – per device count			
1 to 20	\$	250	
21 to 40	\$	525	
41 to 60	\$	835	
61 to 80	\$	1,010	
81 to 100	\$	1,210	
Over 100: \$1,210 plus \$6.90 each additional over 100	\$	\$1,210 + 6.90 per device over 100	
DETECTION PERMIT FEES – per device count			
1 to 10	\$	160	
11 to 25	\$	255	
26 to 50	\$	485	
51 to 75	\$	750	
76 to 100	\$	825	
101 to 125	\$	1,120	
Over 125: \$1,120 plus \$2.50 for each additional over 125	\$	\$1,120 + \$2.50 for each additional over 125	
The third, and all subsequent follow up inspections	\$	100	
SUPPRESSION SYSTEM REVIEW, AUTOMATIC SPRINKLERS – per sprinkler count			
1 to 20	\$	270	
21 to 50	\$	535	
51 to 100 (new fee)		605	
101 to 150	\$	695	
151 to 200 (new fee)		810	
201 to 300	\$	875	
301 to 400	\$	1,160	
401 to 500 (new fee)		1,205	
Over 500: \$1,205 plus \$1.75 for each additional over 500	\$	\$1,205 + \$1.75 per each additional over 500 sprinklers	



2024 FEE SCHEDULE

DRAFT

FIRE DEPARTMENT		CURRENT FEE	PROPOSED FEE
SUPPRESSION SYSTEM REVIEW, GAS OR DRY CHEMICAL - Cubic Footage of Protected Area			
0 to 5,000	\$	615	
5,001 to 10,000	\$	755	
Over 10,000: \$755 plus \$0.15 per cubic foot over 10,000	\$	\$755 + \$0.15 per cubic foot over 10k	
SUPPRESSION SYSTEM REVIEW, RESTAURANT WET CHEMICAL			
1 to 10 nozzles	\$	360	
11 to 20 nozzles	\$	490	
21 to 30 nozzles	\$	620	
Over 30 nozzles: \$585 plus \$12.65 for each additional over 30	\$	\$620 + 13.40 per additional nozzle over 30	
SUPPRESSION SYSTEM REVIEW, Standpipe/Pump Systems - if separate from sprinkler system			
Per standpipe	\$	295	
Per Fire Pump		265	
SUPPRESSION SYSTEM PERMIT – per device count			
1 to 20 sprinkler heads/nozzles	\$	160	
21 to 50 sprinkler heads/nozzles	\$	255	
51 to 100 sprinkler heads/nozzles	\$	485	
101-150 sprinkler heads/nozzles	\$	750	
151-200 sprinkler heads/nozzles (new fee)		775	
201 to 300 sprinkler heads/nozzles	\$	825	
301 to 400 sprinkler heads/nozzles	\$	975	
401 to 500 sprinkler heads/nozzles (new fee)		1,120	
Over 500: \$1,120 plus \$1.25 each additional over 500	\$	\$1,120 + 1.25 each additional over 500	



2024 FEE SCHEDULE

DRAFT

FIRE DEPARTMENT		CURRENT FEE	PROPOSED FEE
MISC FEES, PREVENTION/SUPPRESSION			
3 rd and subsequent reviews, per hour in 1 hour increments	\$	\$95 per hour with \$160 minimum fee	
Seven (7) day reviews, add 100% to base review fee			
After Hours Inspection, per hour (minimum of 2 hours)	\$	\$95 per hour (also for 3 rd and subsequent inspections)	
BURN PERMIT			
Prescribed Burn Permit		75.00	
HAZARDOUS MATERIAL OPERATING PERMIT			
Permit Waiver Affidavit (Green level)			
Permit Application – (Yellow level)	\$	200.00	
Permit Application – (Red level), Site Specific Plan Required	\$	500.00	
Overdue Payment on 2 nd Invoice - Over 30 Days (Yellow level)		200.00	
Overdue Payment on 2 nd Invoice - Over 30 Days (Red level)		500.00	
PYROTECHNIC DISPLAYS / IMPLOSIONS			
Indoor Pyrotechnics	\$	300.00	
Outdoor Pyrotechnics	\$	2,500.00	
Structural Implosion		300.00	
All subsequent inspections after two pre-event inspections – per hour	\$	100.00	
COMMUNITY EDUCATION PROGRAMS			
Cardiopulmonary Resuscitation/Standard First Aid Course			
Adult CPR – Residents per person	\$	25.00	
Non-residents per person		40.00	
Infant/Child CPR – Residents per person	\$	25.00	
Non-residents per person		40.00	
Basic Life Support CPR – per person	\$	50.00	
Standard First Aid – Resident per person	\$	25.00	
Non-residents per person		40.00	
BLS/CPR Instructor – per person	\$	100.00	
CPR Mannequin Rental – per day	\$	30.00	



2024 FEE SCHEDULE

DRAFT

FIRE DEPARTMENT		CURRENT FEE	PROPOSED FEE
CPR Mannequin Rental – per day – resident	\$	15.00	
CPR Video Rental – per day	\$	25.00	
CPR Video Rental – per day – resident	\$	15.00	
EMS FEES			
Advanced Life Support II	\$	825.00	850.00
Advance Life Support Emergency	\$	675.00	
Advanced Life Support Non-Emergency	\$	525.00	
Basic Life Support	\$	525.00	
Basic Life Support Non-Emergency	\$	400.00	
Treat / No Transport	\$	350.00	
Mileage	\$	\$14.50	
Oxygen	\$	40.00	
Vehicle Extrication	\$	500.00	
APPARATUS			
Engines	\$	483.00	
Trucks	\$	586.00	
Ambulance	\$	196.00	
Special Response Vehicles	\$	483.00	
Staff Vehicle	\$	30.00	
FIRE ALARM FEE (Per Calendar Year)			
First and Second False Alarm	\$	0.00	
Third through Fifth False Alarm	\$	250.00	
Greater than Five False Alarms	\$	350.00	
RESTITUTION FEES			
Personnel – per hour			
Fire Chief	\$	71.55	
Assistant Fire Chief	\$	66.30	
Administrative Officer	\$	61.50	
Captain - career	\$	48.00	
Lieutenant – career	\$	43.75	
Fire Inspector	\$	57.95	
Fire Fighter – career	\$	42.15	



2024 FEE SCHEDULE

DRAFT

FIRE DEPARTMENT		CURRENT FEE	PROPOSED FEE
Clerical	\$	41.70	
Clerical Holiday	\$	69.30	
Firefighters – paid call	\$	25.30	
Firefighter – paid call Holiday	\$	37.90	
Miscellaneous Equipment – The actual cost of reimbursement for firefighting foams, chemicals, absorbents, storage and containment equipment and other materials as may be required for the control, containment, removal, and/or mitigation of fires or hazardous material spills, leaks or accidents.			
Miscellaneous Services – The actual cost of specialized equipment, materials, or the services of a private contractor, another unit of local government, or a state or federal agency as may be required to respond to incidents which occur in the City of Auburn Hills.			



2024 FEE SCHEDULE

DRAFT

POLICE DEPARTMENT	CURRENT FEE	PROPOSED FEE
CONTRACTED POLICE SERVICES INVOICING		
Per Invoice	\$ 15.00	
CRASH REPORTS		
PPDA Accident Reports,	\$ 15.00	
UD-10,	\$ 15.00	
Fatal Accident Package (+ photo costs below)	Actual cost to reproduce	
DUPLICATION OF DIGITAL RECORDING (VHS, CD, DVD)		
911 Dispatch Recording	Actual cost to reproduce	
Dispatch Recording	Actual cost to reproduce	
In-Car Video	Actual cost to reproduce	
Interview Recording, audio or video	Actual cost to reproduce	
Surveillance	Actual cost to reproduce	
EVIDENCE STORAGE		
Per day charged 14 days after notification of release	\$ 1.00	
FINGERPRINTING	See below	
IMPOUND TOWING ADMINISTRATION FEE	\$ 25.00	
LIQUOR LICENSE		
Investigation	\$ 1,500.00	
Other Investigation	\$ 50.00	
Renewal Fee	\$ 250.00	
Late Renewal Fee	\$ 100.00	
Temporary Special Licenses	\$ 50.00	
PARKING VIOLATIONS		
Fire Lane	\$ 20.00	30.00 (late fee 40.00)
Tow Away Zone	\$ 20.00	30.00 (late fee 40.00)
Parking over 24 Hrs.	\$ 20.00	30.00 (late fee 40.00)
Parking within 500 feet of fire apparatus	\$ 20.00	30.00 (late fee 40.00)
Blocking crosswalk, sidewalk, alley, drive, or Traffic	\$ 20.00	30.00 (late fee 40.00)



2024 FEE SCHEDULE

DRAFT

POLICE DEPARTMENT	CURRENT FEE	PROPOSED FEE
Other	\$ 20.00	30.00 (late fee 40.00)
Improper Parking	\$ 20.00	30.00 (late fee 40.00)
Prohibited Parking	\$ 20.00	30.00 (late fee 40.00)
Parking in front of fire hydrant or station	\$ 20.00	30.00 (late fee 40.00)
Keys in ignition	\$ 20.00	30.00 (late fee 40.00)
Handicapped Area	\$ 40.00	50.00 (late fee 60.00)
PHOTOGRAPHS		
35mm/24 Exposure/Photos – per roll of film		Actual cost to reproduce
Photos on CD – per CD		Actual cost to reproduce
PRECIOUS METAL & GEM DEALER		50.00
SEX OFFENDER REGISTRATION FEE		
Initial registration	\$	50.00
Annual registration	\$	50.00
FINGERPRINTING		
EMPLOYMENT		
Criminal Justice Employment/Training (MCL 28.214)		NA
Terminal Operator - CJIS Security Policy	\$	65.00
Consumer & Industry SVCS, Insurance Bureau (MCL 500.249a)	\$	65.00
Licensed Health Care Professional (MCL 333.16174)	\$	65.00
School Volunteer (NCPA/VA - Child Protection Volunteer, PL 103-209)	\$	60.00
School Employment (NCPA - Child Protection Employment, PL 103-209)	\$	65.00
Private Detective (MCL 338.837) – Licensed Employees/Investigators	\$	65.00
Private Security Guard (MCL 338.1068) – Private Security Police and Alarm Systems	\$	65.00
Third Party Tester (MCL 257.309(1))	\$	65.00
LICENSE		
Carry Pistol License NEW (MCL 28.425b)	\$	25.00
Carry Pistol License RENEWAL (MCL 28.425I)	\$	25.00
Adult Foster Care Licensing (MCL 400.713)	\$	65.00



2024 FEE SCHEDULE

DRAFT

POLICE DEPARTMENT	CURRENT FEE	PROPOSED FEE
Consumer & Industry SVCS, Debt Mgmt (MCL 451.416)	\$ 50.00	
Consumer & Industry SVCS, Liquor License (R 436.1525)	\$ 65.00	
Consumer & Industry SVCS, Securities Bureau (MCL 451.602)	\$ 50.00	
Child Care Institution (MCL 722.115c)	\$ 65.00	
Dept of Agriculture, Racing Commission (MCL 431.316) Horse Racing License	\$ 65.00	
Dept of State, Bureau of Auto Reg (MCL 257.248f) – Salvage Dealer License	\$ 65.00	
Dept of State, Driver Education Certification (MCL 256.649)	\$ 65.00	
Home For the Aged Licensing (MCL 333.21313)	\$ 65.00	
Polygraph License (MCL 338.1710)	\$ 65.00	
Home Health Agency and Suppliers (ACA, Section 6401 Medicaid)	\$ 65.00	
Law Enforcement Academy (MCL 28.609b)	\$ 65.00	
Medicaid Providers (ACA, Section 6201)	\$ 65.00	
Medical Marijuana Licensing (MCL 333.27402)	\$ 65.00	
Private Security & Investigator License (MCL 338.837 & .1068) – Owner License	\$ 65.00	
Real ID Act (PL 109-13)	\$ 65.00	
Retired Law Enforcement (MCL 28.515)	\$ 65.00	
Sex Offender Registration (Adam Walsh) *SOR Note		
State Bar License (MCL 600.949)	\$ 65.00	
VULNERABLE POPULATION		
Federal Child Care Act (PL 101-647)	\$ 50.00	
Serve America Act (PL 111-13)	\$ 65.00	
NCPA - Child Protection employment (PL 103-209)	\$ 65.00	
NCPA/VCA - Child Protection volunteer (PL 105-251)	\$ 60.00	
Vulnerable or Impaired Person (MCL 28.274)	\$ 50.00	



2024 FEE SCHEDULE

DRAFT

RECREATION AND SENIOR SERVICES	CURRENT FEE	PROPOSED FEE
COMMUNITY HEALTH & WELLNESS EXPO	\$ 50.00	
	\$	
RECREATION PROGRAMS	\$	
RECREATION & SENIOR SERVICES PROGRAMS		
Seasonal programs are offered year-round, and residents pay 20% less per program than non-residents.	\$	
DAY CAMP -FEES ARE PER WEEK		
Half Day (AM/PM Camp)	\$ R 42/week NR 89/week	
Before Care/After Care	\$ R 32/week NR 32/week	
Full day + Before/After Care	\$ R 84/week NR 178/week	
Full Day Camp -8am-6pm	\$	R 125 NR 250
CUB CAMP -FEES ARE PER WEEK	\$ R 30/week NR 70/week	R 75 NR 125
RECREATION COMMUNITY EVENTS		
Community events are offered year-round		
Easter Egg Hunt	\$ 2.00	2.00
Paddlepalooza Canoe/Kayak Race	\$ 30.00	30.00
Fishing Derby	\$ n/e	n/e
Concerts in the Park	\$ n/e	n/e
Summerfest	\$ n/e	n/e
Fall Festival in the Woods — Hawk Woods		
—Per person over 2 yrs old	\$ 2.00	2.00
—Per person 2 yrs old and under	n/e	n/e
Halloween Spooktacular — TBD (DDA Sponsor?)	n/e	n/e
SENIOR DAILY MEAL PROGRAMS		



2024 FEE SCHEDULE

DRAFT

RECREATION AND SENIOR SERVICES	CURRENT FEE		PROPOSED FEE
Grant suggested donation			
Site Meals -over 60	\$	3.00	
Site Meals -under 60	\$	5.00	
Home Delivered	\$	3.50	
	\$		
SENIOR SPECIAL MONTHLY THEMED LUNCHEON	\$	6.00	
SENIOR TRANSPORTATION			
Age 60 and older – One Way	\$	2.00	
Age 59 and under	\$	2.00	
Caregiver with Rider -No fee			
SENIOR TRAVEL PROGRAMS			
Cancellation Fee	\$	\$10.00	
Day Trips	\$	\$10.00	
Extended	\$	\$15.00	
COMMUNITY CENTER ROOM RENTALS			
Banquet Rooms – All Rates are Hourly	\$		
Full Seyburn Room – Deposit \$250.00	\$	R 110.00 NR 220.00	
Sunday/Holiday – Hourly rate in addition to above	\$	R 30.00 NR 30.00	
Date Change /Cancellation Administrative Fee	\$	30.00	
Half Seyburn Room -Deposit \$200.00	\$	R 55.00 NR 110	Deposit 250.00
Sunday/Holiday – Hourly rate in addition to above	\$	30.00	
Date Change /Cancellation Administrative Fee	\$	30.00	
Gymnasium – All Rates are Hourly			



2024 FEE SCHEDULE

DRAFT

RECREATION AND SENIOR SERVICES	CURRENT FEE	PROPOSED FEE
Full Gym – Deposit \$50.00	\$ R 70.00 NR 140.00	
Sunday/Holiday – Hourly Rate in addition to above	\$ 30.00	
Date Change /Cancellation Administrative Fee	\$ 30.00	
Half Gym – Deposit \$50.00	\$ R 35.00 NR 70.00	
Sunday/Holiday – Hourly Rate in addition to above	\$ 30.00	
Date Change /Cancellation Administrative Fee	\$ 30.00	
Meeting Room -All rates are hourly.	\$	
Wesson -Deposit \$50.00	\$ R 30.00 NR 60.00	
Date Change /Cancellation Administrative Fee	\$ 20.00	
Studio Room (Dance/Fitness)	\$ R 25.00 NR 50.00	
Deposit	\$	50.00
Date Change /Cancellation Administrative Fee	\$ 30.00	
Fitness Room Pass – Annual	\$	
Resident	\$ NC	
Non-Resident – Individual	\$ 250.00	
Non-Resident – Family	\$ 400.00	
Non-Resident – Corporate (works in Auburn Hills)	\$ 100.00	
MISCELLANEOUS FEES	\$	
Alcoholic Beverage Permit	R 25.00 NR 50.00	R 40.00 NR 50.00
Other Recreational Equipment rental – deposit only	\$ Equip-val	
Other Recreational Equipment rental – new fees		
— Volleyball net/ball + \$200 deposit	\$ R 25.00 NR 50.00	
— Horseshoes + \$50 deposit	\$ R 25.00 NR 50.00	
— Tug-O-War Rope + \$50 deposit	\$ R 25.00 NR 50.00	
— Other (footballs, soccer balls, similar) + \$50 deposit	\$ R 25.00 NR 50.00	
Discount Amusement Park and Sports tickets	\$ Varies	
Oakland County Park Permit	\$ R 30.00	
Set by county/pass through fee	NR 46.00	

2024 FEE SCHEDULE

DRAFT

RECREATION AND SENIOR SERVICES	CURRENT FEE	PROPOSED FEE
Oakland County Parks & Huron-Clinton Metro Parks Permit. Set by county – pass through fee	\$ 64.00	
Linen Rental – Per Table		
Linen Round Table	\$ 5.00	
Linen Banquet Table	\$ 8.00	
RECREATIONAL FACILITIES		
Rate for all non-profits is same as resident rate.		
Park Pavilion/Picnic Shelters		
Half day (dawn – 2:00 PM or 4:00 PM – dusk) + \$100 deposit.	\$ 40.00	
Park Pavilions-Civic Center, Riverside, Riverwoods		
Full day (dawn – dusk) + \$100 deposit	\$ R 75.00 – NR 175.00	R 100.00 NR 200.00
Seyburn Pavilion		
Half day + \$100 deposit	\$ 55.00	
	\$	
Seyburn Pavilion	\$	
Full day + \$100 deposit	\$ R 100 – NR 200	R 200.00 NR 300.00
Riverside Park Gazebo		
Full day only	\$ R 25.00 – NR 75.00	R 50.00 NR 100.00
Multi-Sport Athletic Field		
Per 2 Hour Game	\$ R 80.00 – NR 150.00	R 100.00 NR 200.00
Field Lights – per hour	\$ R 25.00 NR 25.00	
Concession Bldg. – per hour / max \$100 per day	\$ R 20.00 NR 20.00	
Date Change /Cancellation Administrative Fee	\$	30.00
	\$	
	\$	
Ball Diamond		



2024 FEE SCHEDULE

DRAFT

RECREATION AND SENIOR SERVICES	CURRENT FEE	PROPOSED FEE
Per 2 Hour Game	\$ R 50.00 NR 100.00	R 60.00 NR 100.00
Game Preparations – grade & chalk, 1x per day	\$ R 25.00 NR 50.00	R 40.00 NR 75.00
Date Change /Cancellation Administrative Fee	\$	30.00
Knight Amphitheater		
Daily Rate	\$ R 250.00 NR 500.00	R 350 NR 600
Damage Deposit (refundable if no damage)	\$ 200.00	
Date Change /Cancellation Administrative Fee		30.00
Hawk Woods Lodge		
Hourly Rental Rate (4 hour minimum)	\$ R 75.00 NR 125.00	R 100.00 NR 175.00
Security Deposit	\$ R 250.00 NR 250.00	
Additional 2-hour Set-up Fee	\$ R 50.00 NR 75.00	
Date Change /Cancellation Administrative Fee	\$	30.00
Hawk Woods Campground		
Overnight stay – cabins sleep 6 + \$ 50 deposit	\$ R 40.00 NR 50.00	R 50.00 NR 80.00 100.00 Deposit
Overnight stay – cabin sleeps 10 + \$ 50 deposit	\$ R 60.00 NR 80.00	R 75.00 NR 100.00 100.00 Deposit
Tent – one per cabin allowed	\$ R 5.00 NR 10.00	



2024 FEE SCHEDULE

DRAFT

TREASURER/FINANCE		CURRENT FEE	PROPOSED FEE
GENERAL			
Tax Bill Copy – Non Resident	\$	1.25	
Delinquent Tax Transfer Charge	\$	40.00	
Stop Payment Check Fee	\$	35.00	
Returned Check – per check	\$	35.00	
Copies – per page	\$	0.25	



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 7D

RECREATION & SENIOR SERVICES

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Karen Adcock, Director of Recreation & Senior Services
Submitted: October 11, 2023
Subject: Motion – To Approve the Installation of Sound Reduction Panels at the Community Center

INTRODUCTION AND HISTORY

Included in the 2023 Tax Increment Finance Authority (TIFA) budget was funding for the installation of acoustical sound reduction panels in the Community Center. The Community Center banquet rooms Seyburn A and Seyburn B cathedral ceilings are about 18 feet tall and while the high ceilings are aesthetically pleasing, they do pose a challenge with noise amplification, creating a significant echo in the room. This is not only problematic for people with normal hearing, but also very challenging for those with hearing difficulties. Over the years this has been one of the top complaints from the seniors when they are attending events and programs at the Community Center.

Therefore, staff created and issued an RFP for the installation of Acoustical Sound Reduction Panels at the Community Center. The RFP was placed on the Michigan Inter-Governmental Trade Network (MITN) on August 9, 2023. The RFP consisted of several specifications and a required site visit. One company submitted a proposal: Division 9 of Stony Creek Services from Farmington Hills. The proposal was in the amount of \$32,984. Staff met on site with Division 9 of Stony Creek Services to review the proposed option and to explore less expensive options.

Division 9 proposed a product that is called Whisper Walls. This product has a 1” pad covered by fabric and is expected to absorb 95% of the sound. The fabric panels are proposed to be installed on the gable ends and on the soffit walls (example attached). The fabric will match very closely to the walls color.

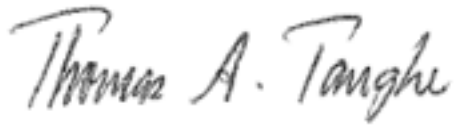
The second, less expensive option involved spraying a product like plaster on the ceilings. This product is used in large arenas and on open ceilings in schools and churches with very high ceilings. Aesthetically, this is not as nice looking as Whisper Walls, but the other concern is maintenance. The product looks like a deflated popcorn ceiling and could easily become dirty from dust particles. Further, it would be very difficult to remove the product once it is sprayed to the ceiling. After reviewing each product, staff believes the Whisper Walls product would look nicer and will come with minimal maintenance. The Whisper Walls are installed as panels, so if there is an issue with a section it can be removed and replaced. The Whisper Walls come with a two-year product and workmanship warranty.

It is important to note that funding for this project has been approved by the TIFA Board of Directors at their October 10, 2023 meeting and this is a request to make a modification to the Community Center by installing the sound reduction panels only.

MOTION

Move to authorize the installation of sound reduction panels at the Community Center.

I CONCUR:

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

THOMAS A. TANGHE, CITY MANAGER

CITY OF AUBURN HILLS BID SUBMISSION

City of Auburn Hills Community Center Acoustical Sound Reduction Panels - Banquet Rooms Seyburn A & B

The undersigned does hereby submit a bid to the City of Auburn Hills for the above stated project. The following costs shall include all labor, materials, delivery, and equipment needed to accomplish this work.

TOTAL BID AMOUNT: \$ 32,984

NOTE: CONTRACT SHALL BE PAID IN FULL UPON THE COMPLETION AND
ACCEPTANCE OF PROJECT BY THE CITY OF AUBURN HILLS.

Company: DIVISION 9 OF STONY CREEK SERVICES

Address: 23751 RESEARCH DR., FARMINGTON HILLS, MI 48335

Telephone: 248-426-7771

Email: JVAN@STONYCREEKSERVICES.COM

- 1) Professional Reference Contact: WHISPER WALLS
 - a. Contact Phone: 303-671-6696
 - b. Contact Email: JHEKLY@WHISPERWALLS.COM
- 2) Professional Reference Contact: NEUMAT USA - JANE
 - a. Contact Phone: 631-261-1498
 - b. Contact Email: JANE@NEUMATUSA.COM
- 3) Professional Reference Contact: BURCH FABRIC
 - a. Contact Phone: 800-841-8111
 - b. Contact Email: A-R@BURCHFABRICS.COM


Authorized Signature

OPERATIONS MGR

Title

JON VANDERGRAAF

Printed Name

AUG 21, 2023

Date

REQUEST FOR PROPOSAL

BID ID: AH CC Acoustical Sound Panels #1

BID NAME: City of Auburn Hills Community Center Acoustical Sound Reduction Panels - Banquet Rooms Seyburn A & B #1

ITEM: Install Acoustical Sound Reduction Panels Seyburn A & B

DEADLINE: 10:30 am, August 22, 2023

The City of Auburn Hills is seeking proposals from qualified contractors for the purchase and installation of acoustical sound reduction panels for the City of Auburn Hills Community Center banquet rooms, hereafter referred to as Seyburn A & B.

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.

Any questions regarding this bid should be directed to Karen Adcock, SDC, Director Recreation and Senior Services at 248-270-9353 or kadcock@auburnhills.org.

Bid Submission Instructions:

1. **Submit SEALED BID along with Bid ID- AH Community Center Acoustical Sound Reduction Panels #1, on the sealed envelope.**
2. **Must be received by City Clerk's Office 1827 N. Squirrel Rd., Auburn Hills, MI 48326 no later than bid deadline of 10:30 am.**
3. **Include one copy of page 5 (Bid Submission) of the bid document.**

The City reserves the right to reject any or all bids or waive any irregularities which it deems in the best interest of the City.

Pricing shall be stated in units of quantity specified in the Bid Document. In case of a discrepancy in computing the amount of the bid, the unit price bid will govern.

All quantities stated, unless indicated otherwise, are estimates and the City reserves the right to increase or decrease the quantity at the unit price bid as best fits its needs.

The bidding contractor is responsible for all costs associated with the research and preparation of their bidding document.

Insurance requirement for work on or within city property/facilities

1. 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.

2. 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.

3. 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.

4. 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.

5. Bid Bond

A bid bond is not required for this project. Product and services charges will be paid upon completion and acceptance of the project by the City of Auburn Hills.

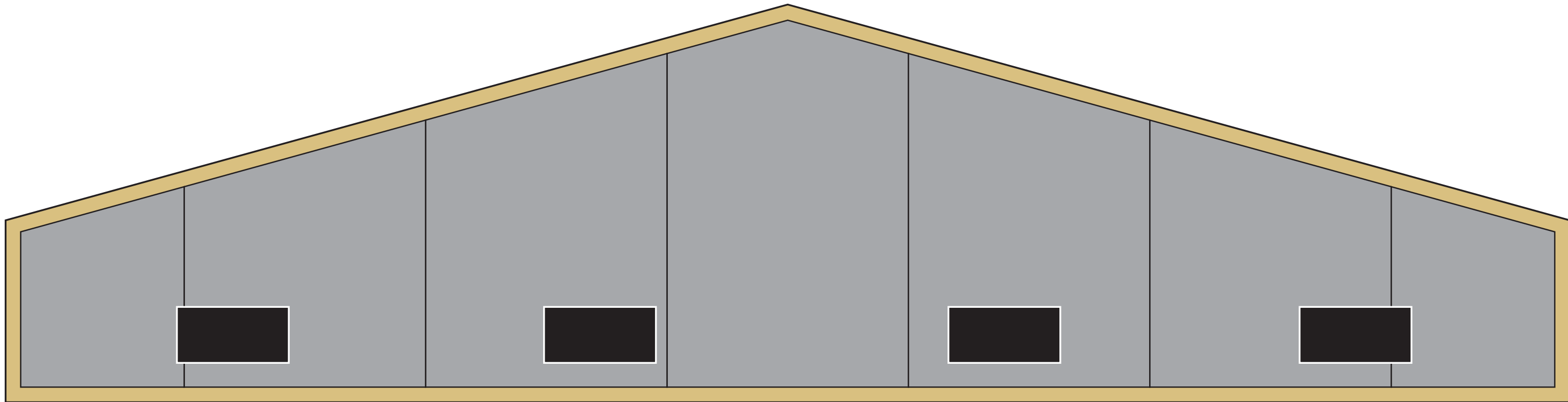
6. Project Specifications

- A) The City of Auburn Hills is seeking proposals from qualified contractors for the purchase and installation of acoustical sound reduction panels for the City of Auburn Hills Community Center banquet rooms, hereafter referred to as Seyburn A & B.**
- B) The proposal is to include both the acquisition of required materials and installation of said material.**
- C) Warranty of equipment and installation shall meet or exceed industry standards.**
- D) Proposal recommendations to include sufficient detail including type of product, manufacturer, warranties, and time frame for project once awarded. Time frame to take into consideration lead time for orders, length of time to install equipment and complete project.**
- E) Acoustical panels are not to be hanging baffles or any other type of hanging acoustical panel.**
- F) Provide 3 recent business references of projects similar to this project.**

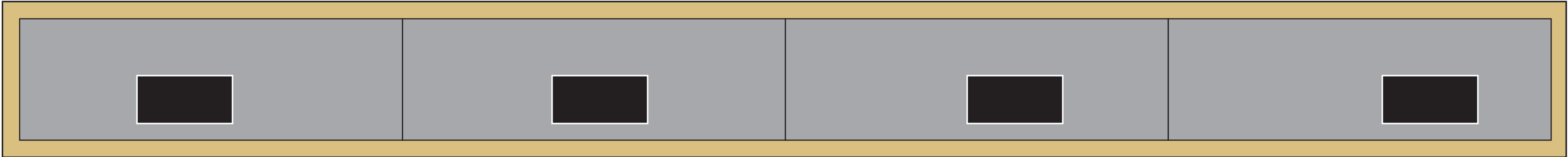
A site visit is required for all submissions no later than August 18, 2023, by appointment. Call 248-370-9353 and ask for Karen Adcock or email kadcock@auburnhills.org.

REVISIONS			
ZONE	REV	DESCRIPTION	DATE
		APPROVED	

CITY OF AUBURN HILLS
Community Center



4 GABLE ENDS




4 SOFFIT WALLS



Issued For Approval: 9-28-2023

Approved By: _____ Date: _____

 DIVISION9 <small>OF STONY CREEK SERVICES</small> 23751 RESEARCH DRIVE, FARMINGTON HILLS, MI 48335 TEL (248)426-7771 FAX (248)426-7773	CITY OF AUBURN HILLS COMMUNITY CENTER		
	Karen Adcock 1827 N. Squirrel Rd		
	SIZE D	FSCM NO.	DWG NO. D-0928202300000-JV
	SCALE None		SHEET 1 of 1

Feb 10, 2022

REV
0



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 9A

RECREATION AND SENIOR SERVICES

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager, Karen S Adcock, Director of Recreation & Senior Services
Submitted: October 10, 2023
Subject: Motion – Public Hearing and Approval of Community Development Block Grant Funding Allocation for Program Year 2024

INTRODUCTION AND HISTORY

The Community Development Block Grant Program (CDBG) is a U.S. Department of Housing and Urban Development (HUD) program that provides funds annually to counties and communities. CDBG funds housing, public facilities, public service, and community development activities that benefit low-income households and persons with special needs. Oakland County receives CDBG funds as the agent and distributes the funds based on the total population and the number of low/moderate-income residents in the community. There are 52 participating communities. <https://www.oakgov.com/advantageoakland/communities/Pages/cdbg.aspx>

All eligible projects must meet at least one of the following CDBG national objectives: Primarily benefit low- or moderate- income persons or households, OR aid in the elimination of slum or blight conditions (rigid guidelines) OR meet an urgent community need (for example: natural disasters).

Historically the city has followed the first national objective: benefit low-or moderate-income persons or households by funding Minor Home Repair, Yard Services for Seniors, and Disabled Residents, Battered and Abused Spouses (HAVEN), Youth Assistance programs and Emergency Services for Rent Assistance and Transportation.

It's important to note this application year there is a maximum 15% cap on Public Service projects, down from the previous 30%.

There are several steps in the CDBG application process including attending the annual workshop, holding a Public Hearing, and submitting the completed grant by December 1, 2023, to Oakland County.

The community must determine local need(s), by hosting a Public Hearing on the use of Community Development Block Grant (CDBG) funds. This is when residents and other interested parties can present their ideas for CDBG funding use. ***It is important to remember we are not proposing to fund individual agencies or companies tonight.*** We are determining what our community needs. It will be approximately **July 2024** (or later) when we receive our grant dollars and can then seek bids for services/projects. For example, we fund Yard Services (lawn and snow plowing) for seniors, and we bid those services out seasonally.

At our last Public Hearing in November 2022, the City Council voted to fund two Public Service projects – Yard Services and Transportation. The Yard Services (lawn mowing and snow plowing), a Public Service project, is one of the most requested services and is vital for so many of our eligible residents to remain in their homes. We strongly support continuing that project. Over the years we have had to reduce the number of seniors who receive these services based on our reduced dollars. The transportation dollars were used by Neighborhood House who provided transportation for our low-income residents regardless of age.

With the reduction in the Public Service category City Council will need to select one Public Service project to stay within the 15% cap.

Our Minor Home Repair grant program has helped homeowners obtain necessary repairs from reliable, insured contractors. Eligible projects include furnace and water heater replacements, roof repairs, new doors, ramps, plumbing and electrical repairs or upgrades and more. The grant can be up to \$10,000.

In addition, if a homeowner needs more extensive work, they can apply to the Oakland County Home Improvement Loan program. This is a 0% interest loan program, where a lien is placed on the home and repaid when homeownership changes. Many times, our program works with the county program where we can transfer up to \$10,000 of our grant money towards a project which can reduce the loan lien on the home.

To keep consistent and in compliance with the guidelines for a CDBG Public Hearing it would be best to follow this format:

CDBG PUBLIC HEARING FORMAT

- Before Public Hearing – Staff Presentation
- Public Hearing opened by Highest Elected Official – This is when the public makes their comments and suggestions. This is not the time for dialogue or discussion by city staff or officials. Strictly public comments
- Public Hearing Closed by Highest Elected Official
- This is the time for dialogue, questions, and discussion.
- Make motions.

At the close of the Public Hearing further discussions may occur. The City Council may vote on the proposed budget as presented or revise the proposed budget as the City Council sees appropriate.

HUD, along with the county, directs that each line item is to be voted upon as a separate motion. If any member of the voting body has a direct relationship to an agency that will be funded, that member is to abstain from the individual line-item vote.

Once the Public Hearing has closed, it is the responsibility of the governing body to do three things: Sign the HUD Conflict of Interest Certification and adopt a proposed CDBG budget. From there city staff will complete the application and submit it to the county by the deadline.

The county directs communities to base their planning decisions on the previous year's allocation. Our allocation is \$79,096. The maximum number of projects allowed to be funded is four (4) and only 15% can be Public Service projects.

This year we propose to fund 2 categories: Minor Home Repair and Yard Services. Funding these two categories will provide valuable services for our residents: along with reducing staff time preparing required paperwork, reports, and reimbursement requests.

STAFF RECOMMENDATION

The Staff recommends Council consider the following 4 motions:

- 1) Accept and sign Conflict of Interest Certification
- 2) Accept budget line-item Minor Home Repair
- 3) Accept budget line-item Yard Services

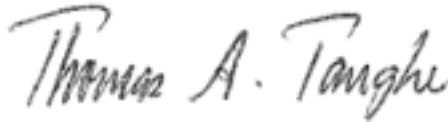
MOTION

MOTION #1: Move to accept the Conflict-of-Interest Certification as part of the CDBG application and to authorize the City Mayor to sign the application and staff to submit documents to Oakland County.

MOTION #2: Move to accept the Community Development Block Grant (CDBG) application budget line item: Minor Home Repair in the amount of \$67, 232 as part of the approximate amount of \$79,096 and authorize the City Mayor to sign the application and staff to submit the documents to Oakland County.

MOTION #3: Move to accept the Community Development Block Grant (CDBG) application budget line item: Yard Services in the amount of \$11,864 as part of the approximate amount of \$79,096 and authorize the City Mayor to sign the application and staff to submit the documents to Oakland County.

I CONCUR:

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

THOMAS A. TANGHE, CITY MANAGER

City of Auburn Hills
Notice of Public Hearing
Community Development Block Grant Funds

NOTICE IS HEREBY GIVEN that the City of Auburn Hills will hold a public hearing on the use of Community Development Block Grant Funds.

The Hearing will be held on Monday, October 16, 2023, at 7:00 p.m. for the purpose of hearing public comments on the Community Development Block Grant (CDBG) Program Year 2024 application in the approximate amount of \$79,096 to fund eligible projects.

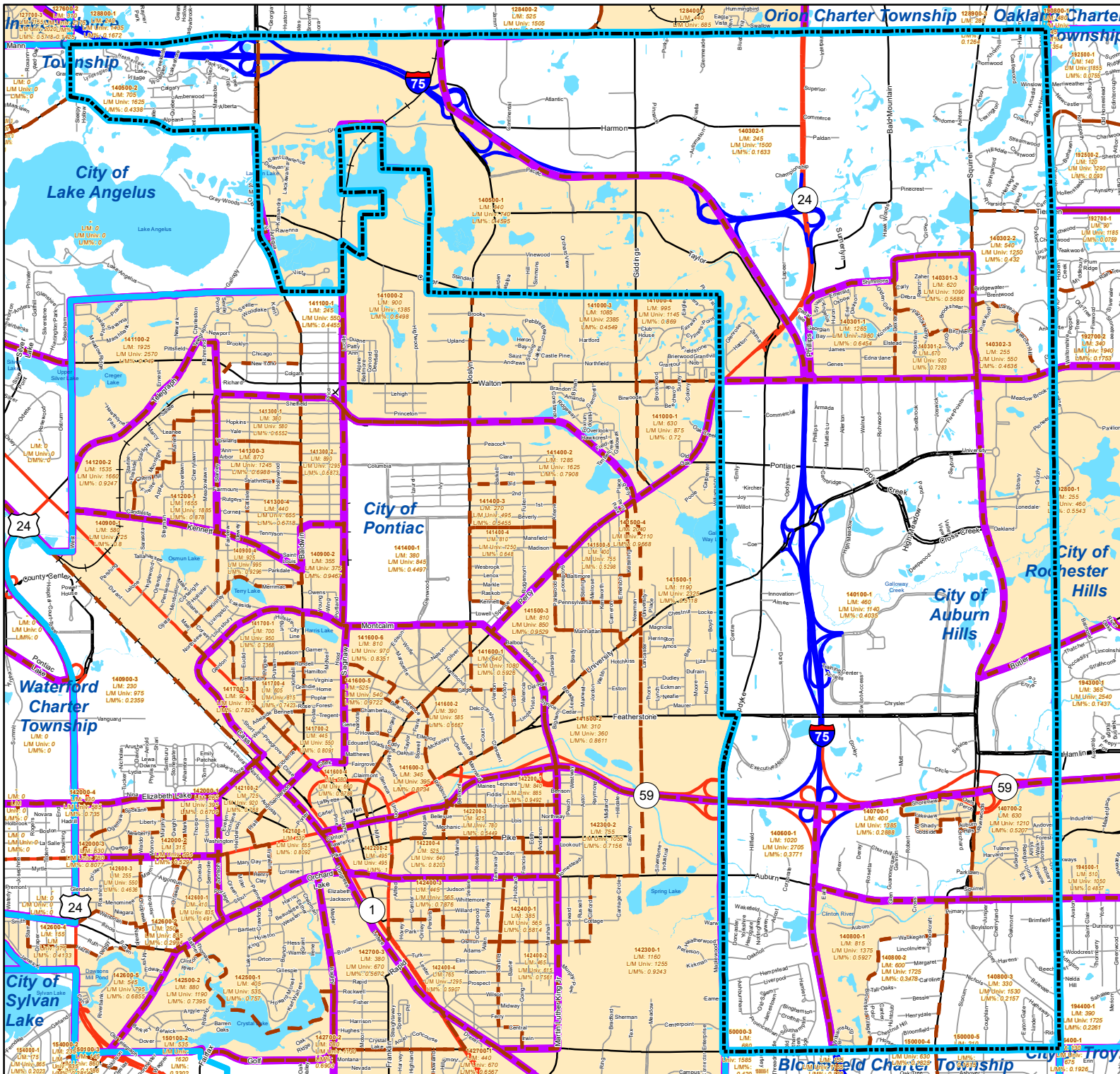
All interested citizens are requested to attend the hearing in person or may comment, in writing, sent to the Clerk's Office at 1827 North Squirrel, Auburn Hills by Friday, October 13, 2023.

If you wish to view the agenda, log on to www.auburnhills.org/councilagendas. The agenda will be posted by 5:00 PM on the Thursday prior to the meeting.

Individuals in need of Assistance under the ADA

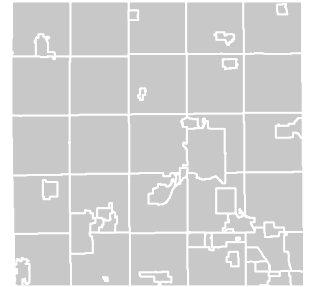
Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248.370.9402 or the City Manager's Office at 248.370.9440 at least 48 hours prior to the meeting. Staff will be pleased to make the necessary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

Karen S Adcock, Director of Recreation and Senior Services
October 6, 2023



**OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT**

Oakland Pointe
250 Elizabeth Lake Road, Ste. 1900
Pontiac, MI 48341-0414
248.858.0493
www.oakgov.com/chi



Area-Wide Benefit Map
City of Auburn Hills

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies



1 in = 0.81 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).

Map Created On: 9/1/2020

CDBG APPLICATION PART 2 - CONTINUED

D - CONFLICT OF INTEREST CERTIFICATION

Code of Federal Regulations Title 24, Volume 3 Revised as of April 1, 2004 CITE: 24CFR570.611

TITLE 24--HOUSING AND URBAN DEVELOPMENT CHAPTER V--OFFICE OF ASSISTANT SECRETARY FOR COMMUNITY PLANNING AND DEVELOPMENT, DEPARTMENT OF HUD

Part 570 Community Development Block Grants

Subpart K Other Program Requirements

Sec. 570.611 Conflict of interest

(a) Applicability. (1) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 24 CFR 85.36 and 24 CFR 84.42, respectively, shall apply. (2) In all cases not governed by 24 CFR 85.36 and 84.42, the provisions of this section shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the recipient or by its subrecipients to individuals, businesses, and other private entities under eligible activities that authorize such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to Sec. 570.202; or grants, loans, and other assistance to businesses, individuals, and other private entities pursuant to Sec. 570.203, 570.204, 570.455, or 570.703(i)).

(b) Conflicts prohibited. The general rule is that no persons described in paragraph (c) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

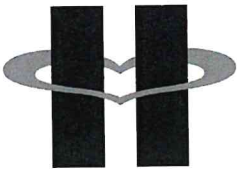
(c) Persons covered. The conflict of interest provisions of paragraph (b) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient, or of any designated public agencies, or of subrecipients that are receiving funds under this part.

(d) Exceptions. Upon the written request of the recipient, HUD may grant an exception to the provisions of paragraph (b) of this section on a case-by-case basis when it has satisfactorily met the threshold requirements of (d)(1) of this section, taking into account the cumulative effects of paragraph (d)(2) of this section.

(1) Threshold requirements. HUD will consider an exception only after the recipient has provided the following documentation: (i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and (ii) An opinion of the recipient's attorney that the interest for which the exception is sought would not violate State or local law.

(2) Factors to be considered for exceptions. In determining whether to grant a requested exception after the recipient has satisfactorily met the requirements of paragraph (d)(1) of this section, HUD shall conclude that such an exception will serve to further the purposes of the Act and the effective and efficient administration of the recipient's program or project, taking into account the cumulative effect of the following factors, as applicable: (i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project that would otherwise not be available; (ii) Whether an opportunity was provided for open competitive bidding or negotiation; (iii) Whether the person affected is a member of a group or class of low-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class; (iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decision making process with respect to the specific assisted activity in question; (v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (b) of this section; (vi) Whether undue hardship will result either to the recipient or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and (vii) Any other relevant considerations. By applying for CDBG funds, the Participating Community certifies that they have read the above:

Community Name:	Please select a Community...
Name of Highest Elected Official or Designee:	
Title of Highest Elected or Designee:	
Signature:	



HAVEN
LIVE WITHOUT FEAR

September 29, 2023

Ms. Karen Adcock
City of Auburn Hills
1827 N Squirrel Rd
Auburn Hills, MI 48326-2753

Dear Ms. Adcock:

Violence in families is everywhere, crossing racial, ethnic, cultural, social, and economic boundaries. The impact of this violence invades our schools, places of worship, offices, businesses, factories, and throughout our neighborhoods.

Since 1982, HAVEN has been dedicated to building violence-free communities where everyone can live without fear. HAVEN maintains a 24-hour emergency shelter exclusively for domestic violence victims and their children and sexual assault survivors who are afraid to stay in their own homes. HAVEN offers counseling and education that help families stop the violence, begin the process of healing, and create the hope that their future will be free from abuse. The agency steps out into the community – over the phone, in courtrooms, police stations, hospitals, schools, the workplace, and at community meetings – to provide crisis intervention and education to help victims and families prevent violence in future generations. HAVEN staff manage a Personal Protection Order Office exclusively for victims of domestic violence and sexual assault located in the Circuit Court system, helping victims with the creation and filing of Personal Protection Orders, at no charge, as the first step in their safety plan.

HAVEN, through its comprehensive work, serves to break the silence that has kept the crimes of domestic violence and sexual assault behind closed doors. This silence has only served to allow these crimes to flourish. From July 1, 2022 through June 30, 2023, 128 individuals were seen within our programs and 116 crisis calls were received from families in the City of Auburn Hills who took the first step to break their own silence by contacting HAVEN.

Our agency is again reaching out to you for support of our work with an even greater need as we assume the burden of increased clientele and additional staff to maintain these vital services. We ask that you continue to support these families through a Community Development Block Grant of \$3000 for fiscal year 2024. Please remember the federal government presumes that domestic violence victims are considered to be low-income and therefore qualify for inclusion in block grant public service requests.

HAVEN looks forward to the opportunity to meet with you this year to provide further information on this request and answer any questions you may have. In the meantime, if you wish to speak with me, I can be reached at (248) 334-1284, Ext. 305, or you may contact our Administrative Assistant, Taylor Budnar, 303.

Sincerely,

Patricia Hoskins
Director of Quality Assurance and Administration
phoskins@haven-oakland.org



2022-2023 HAVEN

HAVEN Program Name	Cost Per Client	Notes
<u>Residential</u> Emergency shelter for victims of domestic violence and their children. Services include: Room and board, food, clothing, transportation, counseling and advocacy.	\$2,595	(30 day avg. stay)
<u>Counseling Program</u> Individual, group and parent/child counseling for adult victims, children and teens who have witnessed or experienced domestic violence, sexual assault or child abuse.	\$470	
<u>Advocacy</u> Court Advocacy for domestic violence and child abuse victims who go to court. Immediate response for victims at the hospital or police station after an assault.	\$420	
<u>START Program</u> Sexual assault forensic examination, medical and emotional support.	\$1,065	
<u>Crisis and Support Line</u> 24/7 hotline providing callers with crisis intervention, support, understanding, and resources/referrals to other agencies when necessary.	\$125	(per 15 minute call)
<u>Personal Protection Orders</u> Staff provides assistance to victims of domestic violence and stalking with the PPO process.	\$166	



2023 INCOME LIMITS

ESTABLISHED BY THE U.S. DEPARTMENT OF
HOUSING & URBAN DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Persons Per Household	Extremely Low-Income (30%)	Very Low-Income (50%)	Low-Income (80%)
1	\$19,900	\$33,150	\$53,050
2	\$22,750	\$37,900	\$60,600
3	\$25,600	\$42,650	\$68,200
4	\$28,400	\$47,350	\$75,750
5	\$30,700	\$51,150	\$81,850
6	\$32,950	\$54,950	\$87,900
7	\$35,250	\$58,750	\$93,950
8	\$37,500	\$62,550	\$100,000

(Effective 6/15/2023)

Oakland County's housing and community development programs are funded by the U.S. Department of Housing and Urban Development (HUD).





CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 9B

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Deman, Manager of Public Utilities
Submitted: October 9, 2023
Subject: Public Hearing/Motion – To Approve Amended Code of Ordinances, Chapter 74-UTILITIES

INTRODUCTION AND HISTORY

The first reading of this ordinance amendment was October 2, 2023, in which staff recommended a change to lower the compounding penalty on late Utility bills from 6% to 3%. Since there was no opposition from council at the time, we are seeking approval of this amended section of Chapter 74- UTILITIES of the Auburn Hills Code of Ordinances.

If Council recalls from the meeting on October 2, it was staffs desire to change the ordinance and lower the penalty for a few reasons. Firstly, the penalty was becoming burdensome at times for some residents and businesses that were falling behind on their payments. Lowering to a 3% compounding rate was offered as the new penalty rate for future delinquent bills. The compounding rate was kept in place to penalize frequent non-payers, but the lower rate was desired to keep accounts from getting too far out of hand. Secondly, after reviewing local comparative communities, The City was found to be on the higher end of the list when it came to penalty rates. Lowering the rate down to 3% gets us more in line with other nearby communities. Lowering this penalty rate does affect projected budget revenues, but this has been taken into consideration in the already approved 2024 budget and beyond.

STAFF RECOMMENDATION

Staff recommends holding a public hearing, which has been set for this meeting, for any discussion or input into this proposed amendment. After the hearing and final consideration of this change, staff recommends approval of the change to lower the utility bill penalty rate from 6% compounding to 3% compounding, which would be effective January 1, 2024. The proposed ordinance with the changes shown in red is available to view as Attachment 1 to this memo.

MOTION

Move to adopt an Ordinance to amend Chapter 74 - UTILITIES of the Auburn Hills City Code, which allows for the reduction in Late Penalty from a 6% to 3% compounding rate.

ATTACHMENTS

Attachment 1 – Proposed Ordinance Amending the Auburn Hills City Code

I CONCUR:

A handwritten signature in cursive script that reads 'Thomas A. Tanghe'.

THOMAS A. TANGHE, CITY MANAGER

CITY OF AUBURN HILLS
ORDINANCE NO. _____

AN ORDINANCE TO AMEND SECTION 74, ARTICLE II, SEWAGE AND WASTEWATER DISPOSAL SYSTEMS, SEC. 74-108, SEWER OPERATIONS AND PROCEDURES, AND SECTION 74, ARTICLE IV, WATER DISTRIBUTION SYSTEM, SEC. 74-143, COLLECTION OF RATES AND CHARGES OF THE AUBURN HILLS CITY CODE TO ALLOW A 3% COMPOUNDING INTEREST TO BE CHARGED ON PAST DUE UTILITY BILLS. THIS ORDINANCE AMENDMENT SHALL BE EFFECTIVE JANUARY 1, 2024.

THE CITY OF AUBURN HILLS ORDAINS:

ARTICLE II. - SEWAGE AND WASTEWATER DISPOSAL SYSTEMS

Section 74-108. - Collection of rates and charges.

- (a) Rates and charges shall be billed and collected quarterly or more often as determined by resolution of the council. Failure to receive a bill shall not excuse failure to pay the bill when due. Bills shall be due and payable without discount, at such times as the council shall determine, but not more than 30 days after rendered, and such due date shall be indicated on the face of each bill. If any bill is not paid when due, then a compounding penalty of ~~six~~three percent shall be added thereto.

ARTICLE IV. - WATER DISTRIBUTION SYSTEM

Section 74-143. - Collection of rates and charges.

- (a) Rates and charges shall be billed and collected quarterly or more often as determined by resolution of the council. Failure to receive a bill shall not excuse failure to pay the bill when due. Bills shall be due and payable without discount at such times as the council shall determine, but not more than 30 days after rendered, and such due date shall be indicated on the face of each bill. If any bill is not paid when due, then a compounding penalty of ~~six~~three percent shall be added thereto.

This ordinance amendment shall be effective January 1, 2024.

AYES:

NAYS:

ABSTENTION:

ABSENT:

STATE OF MICHIGAN)

) ss.

COUNTY OF OAKLAND)

I, the undersigned, the duly qualified Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of Ordinance No. _____ adopted by the Auburn Hills City Council on the 16th day of October, 2023, the original of which is in my office.

Kevin R. McDaniel, Mayor

Laura Pierce, City Clerk



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 9C

CITY CLERK'S OFFICE

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Laura M. Pierce, City Clerk
Submitted: October 4, 2023
Subject: Motion – To establish the early voting polling location and to approve a budget amendment for the purchase of election equipment.

INTRODUCTION AND HISTORY

In November, 2022, the voters approved Proposal 22-02 which made several significant changes to election law. One of these changes is to require a minimum of nine consecutive days of early voting prior to every state and federal election. Early voting allows the voter to mark their ballot and place it directly into the tabulator before Election Day.

Below is a summary of the highlights:

The legislative body sets the location of the early voting site. MCL 168.662(1) and MCL 168.720e(2) requires the legislative body to designate the early voting site and requires that the location be a publicly owned or controlled building.

- Several facilities were considered while reviewing potential locations for the early voting site: Public Safety Building, Community Center, City Hall, and the Library. While each site has advantages and disadvantages, the Community Room in the Public Safety Building is recommended as it offers the greatest security for the election equipment and ballots during the nine days of early voting and a large room to accommodate a significant number of voters. The Election Commission met on August 28th and has recommended the early voting site be located in the Community Room at the Public Safety Building, 1899 N. Squirrel Rd.

Notice must be provided to all electors with the early voting site information. MCL 168.662(8)&(10) requires that a notice be provided to each registered elector, no later than 45 days before an election, specifying the location of the early voting site and hours of operation for each day of early voting.

- A postcard will be sent to all voters notifying them of the required information. It is anticipated the mailing will be sent at the end of this year. Once the initial mailing is done, the City Clerk's Office will continue to send the early voting postcard to new voters as they register to vote.

Municipalities are allowed to partner with another community or the county to conduct early voting or opt to conduct early voting independently. MCL 168.720(e) requires that the clerk of a municipality that does not enter into an agreement with another municipality or county for conducting early voting is responsible for administering early voting in their municipality.

- The City has opted to conduct early voting independently. This will allow our voters the convenience of staying in Auburn Hills to vote as opposed to having to drive to a location outside of the City. Our trusted experienced election inspectors will be running the early voting site each day. The City Clerk's Office staff will be working each day early voting will be held. It is important to note that, as an independent community, only Auburn Hills voters will be allowed to vote at our early voting site and our voters will not be allowed to vote at early voting sites in other communities.

Early voting must be provided for at least nine consecutive days for federal and statewide elections. MCL 168.720b requires that early voting be provided for a minimum of nine consecutive days beginning on the second Saturday before the election and ending on the Sunday before the election. It also requires that early voting be provided for at least eight hours each day. This requirement is not mandatory for non-statewide and non-federal elections.

- The City will provide early voting for federal and statewide elections from 8:30 AM – 4:30 PM each day, except for the Thursday before the election which will be from noon – 8:00 PM.
- In 2026, election law will allow for early voting to be held on the Monday before the election. Once that occurs that Monday will be added to the City’s early voting days. The hours on that Monday will be 8:30 AM – 4:00 PM.

Early voting is not required for non-statewide and non-federal elections, such as a City election or a school election. MCL 168.720e(6) requires that the legislative body may adopt a resolution to conduct early voting in an election held that is not a statewide or federal election.

- Local elections generally have a very small voter turnout (avg 16%). Considering the low voter turnout, the City will not be conducting early voting for the November, 2023 City Election. However, staff recommends that starting in 2024, early voting be held for all local elections going forward, in addition to the required state and federal elections. The 2024 Presidential Election year will draw more voters. Once voters are used to the early voting concept, it is anticipated that early voting will be second nature to the voters and will become part of the voter’s election routine, and voters will expect the early voting site to be open.
- The City will provide three days of early voting for non-statewide and non-federal elections beginning on the Friday before the election and ending on the Sunday before the election from 8:30 AM – 4:30 PM each day.
- In 2026, election law will allow for early voting to be held on the Monday before the election. Once that occurs that Monday will be added to the City’s early voting days. The hours on that Monday will be 8:30 AM – 4:00 PM.
- In order for the City to conduct early voting for local elections, City Council must adopt a resolution and the election must be conducted under the requirements set in Michigan Election Law. (MCL 168.720e(6))

To comply with the election law changes, the City will need to purchase additional election equipment. The Bureau of Elections has indicated that, at a minimum, they will provide funding for the early voting tabulators needed for each jurisdiction. Beyond that, the amount of money each site receives will be determined based on the total number of early voting sites and the cost estimates provided in the early voting grant applications. The greater the amount of coordination in establishing shared early voting sites statewide, the higher amount of funding will be available for each site. In addition, the funding will be proportional to the number of registered voters.

The County will be responsible for dispersing the grant funds. It is possible that the City could receive at least a 40% grant for the additional costs, beyond the purchase of the tabulator.

Below is a breakdown of the additional items needed to conduct early voting. Hart Intercivic (Hart) is the sole-source provider of the election tabulation equipment for municipalities in Oakland County. Staff recommends a budget amendment increasing the Clerks department budget \$25,769.03 in the following accounts:

Election Equipment (Hart Verity Scan, Touch Writer, 2 Ballot Print systems)	\$21,965.00	Account #101-215-977.000
Supplies (Laptop, Ballot Bags, Misc Precinct Supplies)	\$2,629.03	Account #101-215-728.000

Printing/Mailing (Postcard & Mailing to Voters)	\$1,175.00	Account #101-215-729.000
Total	\$25,769.03	

STAFF RECOMMENDATION

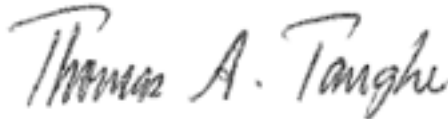
City Council will need to take action on several items described above:

- Approve the early voting site – MCL 168.662(1) & MCL 168.720e(2)
- Approve conducting early voting for elections that are not statewide or federal elections - MCL 168.720e(6), MCL 168.720f(9), MCL 168720g(10)
- Approve a budget amendment for the purchase of election equipment and supplies for early voting

MOTION

Move to set the polling location for early voting in the Community Room at the Public Safety Building, 1899 N. Squirrel Rd starting in 2024; to conduct early voting in all elections that are not a statewide or federal election, starting in 2024, as presented in the memo; and to approve an increase in appropriations of \$25,769.03 to the General Fund Clerks Department for the purchase of election equipment and supplies for early voting as indicated above.

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: OCTOBER 16, 2023

AGENDA ITEM NO 13A

13. CLOSED SESSION

No Electronic Information Available

MOTION

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



9/27/23 2:28 PM

September 27, 2023

Ms. Laura Pierce, Clerk
City of Auburn Hills
1827 N. Squirrel
Auburn Hills, MI 48326

RE: Price Changes to Curiosity Stream, Viaplay, Midnight Pulp, and Screambox

Dear Ms. Pierce:

We are committed to keeping you and our customers informed about changes to Xfinity TV services. Accordingly, please note that:

- Curiosity Stream will be increasing its per month price from \$2.99 to \$4.99 effective October 31, 2023.
- Viaplay will be increasing its per month price from \$4.99 to \$5.99 effective October 31, 2023.
- Midnight Pulp (formerly ConTV) will be increasing its per month price from \$4.99 to \$5.99 and \$49.99 to \$59.99 annually effective October 31, 2023.
- Screambox will be increasing its per month price from \$4.99 to \$6.99 and \$49.99 to \$59.99 annually effective October 31, 2023.

Additionally, effective November 1, 2023, the reactivation fee for TV, Internet, Voice and/or Home Security will change from \$6.00 per service to a flat fee of \$12.00 regardless of the number of services being reactivated.

Please feel free to contact me at 248-924-4917, if you have any questions.

Sincerely,

Eric Woody
Manager of External Affairs
Comcast, Heartland Region
41112 Concept Drive
Plymouth, MI 48170

Cases advance against 4 Chileans accused of attacking Oakland County mall workers, stealing jewelry



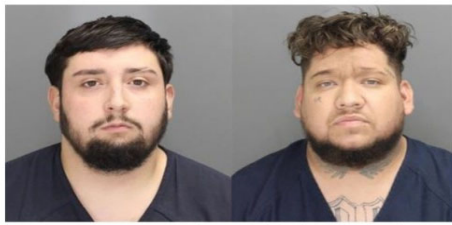
File photo (Aileen Wingblad/MediaNews Group)

By **AILEEN WINGBLAD** | awingblad@medianewsgroup.com | The Oakland Press
PUBLISHED: October 5, 2023 at 12:36 p.m. | UPDATED: October 5, 2023 at 12:45 p.m.

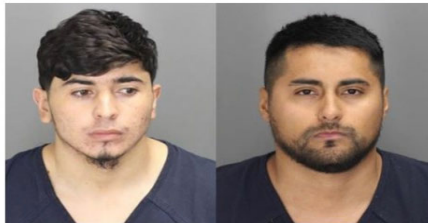
Cases against four Chileans accused of dousing mall workers with pepper spray, smashing jewelry display cases and then fleeing with stolen merchandise from two Oakland County stores have been advanced to Oakland County Circuit Court.

Court records show three of the defendants are facing armed robbery, felonious assault and malicious destruction of building charges for crimes in Troy and Auburn Hills: Hernan Parraquez-Modoca, 21, Sandrino Rojas-Palma, 22, and Hernan Parraquez-Mondaca, 21. There's no record of the fourth defendant, Nicholas Caceres-Henriquez, 27, facing charges for the Auburn Hills incident, but he is charged with armed robbery, felonious assault and malicious destruction of a building in Troy.

In all the cases except one, the defendants waived their right to a preliminary exam in district court. Aguilar-Mondaca is scheduled for a probable cause conference later this month in 52-4 District Court on charges related to the Troy incident.



Hernan Parraquez-Mondaca Michael Aguilar-Mondaca



Sandrino Rojas-Palma Nicholas Caceres-Henriquez

Hernan Parraquez-Mondaca (upper left), Michael Aguilar-Mondaca (upper right), Sandrino Rojas-Palma (lower left), and Nicholas Caceres-Henriquez (bottom right) (Photos provided by the Troy Police Department.)

Not long after the arrests, Auburn Hills Deputy Chief of Police Scott McGraw told The Oakland Press that the suspects are from Chile and live in Pontiac. McGraw said he didn't know the immigration status of the four, but U.S. Immigration and Customs Enforcement had been notified and a detainer was placed on them.

On Oct. 4, The Oakland Press contacted ICE about the immigration status of the four and is awaiting a response.

According to police, the assaults and robberies happened Aug. 11 at the MJ Diamonds store inside Great Lakes Crossing Outlets in Auburn Hills and Aug. 24 at Macy's inside the Oakland Mall in Troy. The four suspects were nabbed just after the Macy's incident by Troy police and members of the FBI Oakland County Gang and Violent Crime Task Force, who were conducting surveillance in the area to find the vehicle associated with the Auburn Hills incident.

Two stores hit

In the MJ Diamonds incident, police said, two men wearing surgical masks pepper sprayed three employees, used hammers to smash displays and grabbed jewelry, then fled on foot toward I-75. A black Kia Soul was identified as the suspect vehicle, owned by Michael Aguilar-Mondaca. It was also determined the car and suspects had been at Great Lakes Crossing Outlets two days prior, police said.

Nearly two weeks later, the FBI's Oakland County Gang and Violent Crimes Task Force — which had taken over the case — were conducting surveillance in the Oakland Mall area as part of the Great Lakes Crossing Outlets incidents when three of the suspects, wearing masks, arrived at the Oakland Mall in a black Kia Soul and entered Macy's, police said. The vehicle headed to I-75 where it was parked on the shoulder across from the parking lot with its hazard lights on, police said. Meanwhile, the three suspects who had headed into Macy's went directly to the jewelry counter, doused employees with pepper spray and used hammers to break display case glass, police said. They stole jewelry, fled the store into the parking lot, then jumped the freeway fence and entered the Kia waiting on the shoulder, police said. They were subsequently arrested.

Police said stolen jewelry, cash and other evidence was recovered, connecting the four with the Great Lakes Crossing Outlets incident, police said.

For the Auburn Hills-related charges, Parraquez-Mondaca and Aguilar-Mondaca were arraigned Oct. 4 in circuit court and have pretrial hearings scheduled in upcoming weeks. Arraignment on the three whose cases on the Troy-related charges have been bound over is scheduled for Oct. 9.

All four defendants face up to life in prison if convicted of the most serious offense, armed robbery.