



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	CANCELED
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
16	Special Planning Commission Meeting	7:00 PM	Council Chamber 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.



AUBURN HILLS MEETING SCHEDULE

248-370-9402 | WWW.AUBURNHILLS.ORG

DECEMBER, 2023

DAY	TITLE	TIME	LOCATION
4	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
4	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
6	Planning Commission/Recreation Department	6:30 PM (Poltuck) 7:00 PM	Public Safety Building 1899 N.Squirrel Road
11	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
12	Board of Review	11:00 AM	Administrative Conference Room 1827 N. Squirrel Road
12	Tax Increment Finance Authority	4:00 PM	Administrative Conference Room 1827 N. Squirrel Road
13	Pension Board/Retiree HealthCare	3:00 PM	Administrative Conference Room 1827 N. Squirrel Road
14	Zoning Board of Appeals	7:00 PM	Council Chamber 1827 N. Squirrel Road
19	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, NOVEMBER 6, 2023

Workshop Session ♦ 5:30 PM

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

Regular City Council Meeting ♦ 7:00 PM

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

248-370-9402 ♦ www.auburnhills.org

Workshop Topic:

- Insight Portfolio Review

1. MEETING CALLED TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF COUNCIL

4. APPROVAL OF MINUTES

4a. City Council Regular Meeting Minutes, October 16, 2023.

5. APPOINTMENTS AND PRESENTATIONS

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, October 10, 2023

7b. Motion – To adopt the Exemption Resolution for Employee Contribution to Healthcare.

7c. Motion – To adopt the Resolution to Reduce Employee Contribution Cost Share for Medical and Prescription Drug Plan Coverage for Calendar Year 2024.

7d. Motion - To receive and file the AndCo Consulting 3rd quarter Cash Management Investment Performance Review.

7e. Motion – To approve delinquent tax transfer to 2023 winter tax bills.

7f. Motion - To adopt the resolution approving the list of authorized broker/dealers.

7g. Motion – To adopt the resolution approving the list of authorized depositories.

7h. Motion – To update and approve the City's Investment Policy as of November 6, 2023.

7i. Motion – To approve the Mowing and Guardrail Trimming Contract.

7j. Motion – To approve the purchase of a new administrative vehicle and sale of an existing one.

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9a. Motion – To approve a one-year extension of the Special Land Use Permit, Site Plan, and Tree Removal Permit for Clean View Car Wash.

10. COMMENTS AND MOTIONS FROM COUNCIL

11. CITY ATTORNEY REPORT

12. CITY MANAGER REPORT

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.

13. CLOSED SESSION

- 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.

14. ADJOURNMENT



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 4A

CITY COUNCIL



CITY OF AUBURN HILLS REGULAR CITY COUNCIL MEETING

DRAFT Minutes

OCTOBER 16, 2023

CALL TO ORDER:

Mayor McDaniel at 7:00 PM.

LOCATION:

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

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

Absent: None

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Attorney Beckerleg, City Clerk Pierce, Chief of Police Gagnon, Fire Chief Massingill, DPW Director Baldante, Mgr of Public Utilities Deman, Community Development Director Cohen, Construction Coordinator Lang, Director of Recreation and Senior Services Adcock, Asst Director of Recreation and Senior Services Beckett, Park Supervisor Torres, Program Coordinator Reis, Management Assistant Hagge, Engineer Driesenga

4 Guests

4. APPROVAL OF MINUTES

4a. City Council Workshop Minutes, October 2, 2023.

Moved by Knight, Seconded by Verbeke.

RESOLVED: To approve the City Council Workshop Minutes of October 2, 2023.

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

No: None

Resolution No. 23.10.113

Motion Carried (7 - 0)

4b. City Council Regular Meeting Minutes, October 2, 2023.

Moved by Hawkins, Seconded by Carrier.

RESOLVED: To approve the City Council Regular Meeting Minutes of October 2, 2023.

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

No: None

Resolution No. 23.10.114

Motion Carried (7 - 0)

5. APPOINTMENTS AND PRESENTATIONS

5a. Introduction of Renee Reis, new Program Coordinator / Support Services

Ms. Adcock announced the promotion of Renee Reis to Program Coordinator/Support Services.

5b. Motion – To confirm the reappointment of Cortney Casey to the Downtown Development Authority.

Moved by Knight, Seconded by Verbeke.

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

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

No: None

Resolution No. 23.10.115

Motion Carried (7 - 0)

6. PUBLIC COMMENT

There was no public comment.

7. CONSENT AGENDA

Ms. Verbeke requested Item 7c (2024 Fee Schedule) be removed from the Consent 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

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

7b. Motion – To approve the emergency repair of the I-75/Harmon Rd Hill.

RESOLVED: 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.

7d. Motion – To approve the installation of sound reduction panels at the Community Center.

RESOLVED: To authorize the installation of sound reduction panels at the Community Center.

Moved by Verbeke, Seconded by Hawkins.

RESOLVED: To approve the Consent Agenda.

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

No: None

Resolution No. 23.10.116

Motion Carried (7 - 0)

7c. Motion – To approve the 2024 Fee Schedule.

Ms. Verbeke asked that the 2024 Fee Schedule be removed from the Consent Agenda to discuss the Day Camp that is organized through the Parks and Recreation Department. Her concerns are that the fees have doubled.

Ms. Adcock commented that a work group investigated surrounding communities and reported that other Day Camp Schedules are more costly. Auburn Hills Day Camp fees are still less, even with the increase. The former fees, currently being changed, do not cover the cost of the camp. The City was subsidizing the programs in the amount of \$12,000 – \$16,000.

It was discussed that there are no longer half-day options, only full day options and that 10% of the attendees are not residents.

Moved by Verbeke, Seconded by Cionka.

RESOLVED: To adopt the 2024 City of Auburn Hills Fee Schedule as submitted.

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

No: None

Resolution No. 23.10.117

Motion Carried (7 - 0)

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9a. Public Hearing/Motion – To approve the Community Development Block Grant Funding Allocation for Program Year 2024.

Ms. Adcock presented the CDBG program and explained that the income levels are set by HUD. It is HUD that provides funds annually to counties and communities that benefit low-income households and persons with special needs. Oakland County receives these funds and distributes them based on population and the low to moderate income residents in the community. The City chooses to use the allocated finances to the first national objective benefit which is for lower/moderate income persons and households by funding minor repair, yard services for seniors or disabled residents, battered and abused spouses, youth assistance programs, emergency services, and rent assistance and transportation. For the 2024 year, the allocations have been cut from 30% to 15% for Public Services. Once the finances have been received for 2024, projects and services will go out for bid.

Mayor McDaniel opened the Public Hearing at 7:18 PM.

Kim Ronan, Director of Fund Development with Neighborhood House, explained that while she understands that there have been cuts to the CDBG grants, they would like the City to consider \$7,000 being pulled from another area of the funding to help with transportation services which is heavily utilized by the members of the community.

Hearing no further comment, Mayor McDaniel closed the Public Hearing at 7:19 PM

Mr. Hawkins sought clarification between the Public Service Project and Minor Home Repair. It was explained that the Minor Home Repair is a category under the HUD program that includes different categories and receives more than 75% of the funding. The Public Service Project is a service that is provided directly to the resident such as lawn mowing, snow plowing, transportation, Haven, Youth Assistance and is receiving 15% of the funding.

It was clarified that the City is not legally able to make a donation from the General Fund but if the City is utilizing services from an organization, it is able to make a payment.

Moved by Verbeke, Seconded by Hawkins.

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

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

No: None

Resolution No. 23.10.118

Motion Carried (7 - 0)

Moved by Carrier, Seconded by Cionka.

RESOLVED: 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.

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

No: None

Resolution No. 23.10.119

Motion Carried (7 - 0)

Moved by Cionka, Seconded by Carrier.

RESOLVED: 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.

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

No: None

Resolution No. 23.10.120

Motion Carried (7 - 0)

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.

Mr. Deman presented the proposed adjustment to lower the penalty on late payments on water and sewer utility bills from 6% to 3% compound interest. Lowering the compounding rate is a sufficient change to offer and should allow people to catch up and make their account current. The penalty revenue will be affected by roughly 50%.

Mayor McDaniel opened the Public Hearing at 7:27 PM

Hearing no comment Mayor McDaniel closed the Public Hearing at 7:28 PM

Mr. Knight shared that this is a prudent move and shows that the City is being sensitive to what is going on with the residents.

Moved by Cionka, Seconded by Hawkins.

RESOLVED: 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. (Attachment A)

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

No: None

Resolution No. 23.10.121

Motion Carried (7 - 0)

9c. Motion – To establish the Early Voting polling location and to approve a budget amendment for the purchase of election equipment.

Ms. Pierce provided history to the changes of the new voting laws that were approved in 2022. These new laws require an Early Voting polling location to be established for the registered voters to use, nine days straight. After several sites had been considered, it was decided the best location for the residents of Auburn Hills is the Community Room in the Public Safety Building. This location provides the greatest security for the election equipment, ballots and a room that can accommodate a large number of voters. The Election Commission has already approved this location. It is required that the City Council set the voting location.

The City has opted to conduct Early Voting independently to allow the voters the convenience of staying in Auburn Hills to vote as opposed to driving to a location outside the city. The Early Voting hours will be held from 8:30AM – 4:30PM except on Thursday which will be noon-8:00PM. These hours do mirror the surrounding communities to avoid confusion to the voters. Ms. Pierce clarified that the election law does not require Early Voting for elections that are not State or Federal. Due to a smaller turnout for Local Elections, it is recommended that Early Voting occurs 3 days for Local Elections as opposed to nine days for State and Federal Elections. Election Law requires that a notice be provided to all voters with the Early Voting information including the hours and location.

To comply with the election law changes, the City will need to purchase additional election equipment and supplies. Staff recommends a budget amendment increasing the Clerks department budget \$25,769.03 for the purchase of Early Voting equipment and supplies and for the cost to print and mail postcards to every voter.

Mr. Hawkins commended the decision to conduct the Early Voting independently and allowing the residents to vote locally rather than to travel to another community.

Ms. Verbeke thanked Ms. Pierce for all her hard work and for representing the city well in following the law and commented that there will be a need for more workers.

Mayor McDaniel also appreciated the decision to keep the Early Voting location local and commented that it will be easier and more successful for our residents.

Moved by Carrier, Seconded by Verbeke.

RESOLVED: 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. (Attachment B)

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

No: None

Resolution No. 23.10.122

Motion Carried (7 - 0)

10. COMMENTS AND MOTIONS FROM COUNCIL

Mr. Knight shared that the pathway on Adams Road is repaired, and the contractor followed through performing a good job.

Mr. Carrier shared that the Taste of Auburn Hills event is Thursday October 19, 2023.

11. CITY ATTORNEY REPORT

12. CITY MANAGER REPORT

13. CLOSED SESSION

13a. City Manager's Annual Performance Review

Moved by Carrier, Seconded by Cionka.

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

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

No: None

Resolution No. 23.10.123

Motion Carried (7 - 0)

City Council recessed to Closed Session at 7:41 PM

Mayor McDaniel reconvened in Open Session at 9:33 PM

Moved by Knight, Seconded by Cionka.

RESOLVED: To approve an increase to City Manager Tom Tanghe's base salary to \$193,000 effective January 1, 2024 and to pay to City Manager Tom Tanghe a bonus in the amount of \$9,000 to be paid by the first pay period in January, 2024, with Tom to have the discretion to receive the bonus in a check or as a payment to either his 401K or 457 Plan and to approve the Extension of Employment Agreement effective January 1, 2024.

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

No: None

Resolution No. 23.10.124

Motion Carried (7 - 0)

14. ADJOURNMENT

Hearing no objections, the Mayor adjourned the meeting at 9:35 PM.

Kevin R. McDaniel, Mayor

Laura M. Pierce, City Clerk

ATTACHMENT A

CITY OF AUBURN HILLS ORDINANCE NO. 23-936

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: 7 (Carrier, Cionka, Hawkins, Knight, Marzolf, McDaniel, Verbeke)
NAYS: None
ABSTENTION: None
ABSENT: None

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. 23-936 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

ATTACHMENT B



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

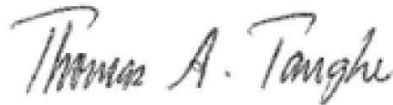
City Council will need to take action on several items described above:

- 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 168.720g(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: NOVEMBER 6, 2023

AGENDA ITEM NO 7A1

TAX INCREMENT FINANCE AUTHORITY

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

October 10, 2023

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

ROLL CALL: Present: Kneffel, Goodhall, Carrier, Gudmundsen, Moniz
Absent: Waltenspiel, Eldredge
Also Present: Brandon Skopek, Assistant City Manager / TIFA Executive Director; Karen Adcock,
Director of Recreation & Senior Services
Guests: None

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 – September 12, 2023

There was no discussion on the approval of the minutes.

**Moved by Mr. Moniz I to approve the TIFA Board of Directors Meeting Minutes from September 12, 2023 as presented.
Seconded by Mr. Goodhall**

**Yes: Kneffel, Goodhall, Carrier, Gudmundsen, Moniz
No: none**

Motion carried

CONSENT AGENDA

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

RESOLVED: To receive and file the financial report for the period ending September 30, 2023

**Moved by Mr. Moniz to approve the Consent Agenda.
Seconded by Mr. Carrier**

**Yes: Kneffel, Goodhall, Carrier, Gudmundsen, Moniz
No: none**

Motion carried

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Bid Award for the Installation of Sound Reduction Panels at the Community Center

Ms. Adcock presented the agenda item related to the installation of sound reduction panels at the Community Center to the TIFA Board. Included in that presentation, Ms. Adcock advised the TIFA Board of why this action was necessary and how these panels would improve the acoustics at the Community Center and reduce echo in the banquet rooms. The TIFA Board asked clarifying questions about the product presented.

Moved by Mr. Carrier to approve the RFP from Division 9 of Stony Creek Services in the amount of \$32,984 for the installation of acoustical sound reduction panels.

Seconded by Mr. Goodhall

Yes: Kneffel, Goodhall, Carrier, Gudmundsen, Moniz

No: None

Motion Carried

EXECUTIVE DIRECTOR REPORT

Mr. Skopek provided updates on the downtown parking study and the proposed acquisition of the property located at 3257 Auburn Road.

BOARD MEMBER COMMENTS

The TIFA Board requested an update on Cantina El Dorado, the anticipated Mexican restaurant in downtown Auburn Hills. Mr. Skopek provided an update regarding the liquor license transfer process noting that the restaurant has applied for a conditional liquor license so that they may open the restaurant while awaiting a permanent liquor license. The restaurant hopes to open within the next month.

ANNOUNCEMENT OF NEXT MEETING

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, November 14, 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. Goodhall to adjourn the TIFA Board meeting.

Seconded by Mr. Carrier

Yes: Kneffel, Goodhall, Carrier, Gudmundsen, Moniz

No: None

Motion carried

The TIFA Board of Directors meeting adjourned at 4:38 p.m.

Steve Goodhall
Secretary of the Board

Andrew Hagge
Management Assistant



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 7B
CITY MANAGER'S OFFICE

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Brandon Skopek, Assistant City Manager
Submitted: October 25, 2023
Subject: Motion – Adoption of Exemption Resolution for Employee Contribution to Healthcare

INTRODUCTION AND HISTORY

Public Act 152 of 2011 mandates that public employers require employees to participate in paying toward healthcare premiums unless the local legislative body provides a waiver of such premiums by a two-thirds vote. Like last year, City Council has expressed an interest in adopting the waiver provision contained in Public Act 152. By adopting the attached resolution, all full-time employees will be exempt from the requirement to contribute to premiums as it applies to PA 152 for the period of January 1 – December 31, 2024.

STAFF RECOMMENDATION

Staff recommends adoption of the attached resolution waiving healthcare premium share for our 2024 fiscal year, which is also the calendar year.

MOTION

Move to adopt the attached resolution titled: **Resolution to Adopt the Annual Exemption Option as Set Forth in 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act.**

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER

Resolution No.

City of Auburn Hills

**RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN
2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE
CONTRIBUTION ACT**

WHEREAS, Public Act 152 of 2011 was passed by the State Legislature and signed by the Governor on September 24, 2011; and

WHEREAS, the Act contains three options for complying with the requirements of the Act; and

WHEREAS, the three options for consideration are as follows:

- 1) Apply the hard cap (capped dollar amount a local government employer may pay toward an employee's healthcare costs),
- 2) Adopt by majority vote the 80/20% cost-sharing model,
- 3) Adopt by a two-thirds vote to opt out of the cost-sharing model as set forth in Public Act 152 of 2011 and revisit it prior to the next plan year; and

WHEREAS, the City of Auburn Hills has elected the Exemption provision of the Act for the 2024 calendar year as its choice for compliance with the Act.

NOW, THEREFORE, BE IT RESOLVED, the City of Auburn Hills City Council elects to comply with the requirements of the Publicly Funded Health Insurance Contribution Act by adopting the annual Exemption option for the medical plan coverage year for the period January 1, 2024 through December 31, 2024.

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

Resolution No. _____

Enacted _____

STATE OF MICHIGAN)
)SS
COUNTY OF OAKLAND)

I, the undersigned and duly appointed City Clerk for the City of Auburn Hills, Oakland County, Michigan do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Auburn Hills City Council held on the 6th day of November, 2023.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 6th day of November, 2023.

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 7C
CITY MANAGER'S OFFICE

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Brandon Skopek, Assistant City Manager
Submitted: October 25, 2023
Subject: Motion – To Adopt Resolution to Reduce Employee Contribution Cost Share for Medical and Prescription Drug Plan Coverage for Calendar Year 2024

INTRODUCTION AND HISTORY

From 2015-2019, employees contributed twenty percent to their healthcare premium as a payroll deduction, in 2020 they contributed ten percent, and in 2021, 2022 and 2023, the amount contributed was reduced by City Council to five percent. Each year, the City Council must adopt a resolution as required by PA 152 of 2011 that provides that an action be taken to either waive the contribution or to require a contribution based on two employee contribution methods; the hard cap or 80/20. This year, the City Council has expressed interest in waiving the contribution which meets the requirement of PA 152. However, City Council recognizes the cost of such waiver and has agreed to do so if all employee groups will, under separate agreement, contribute five percent to their healthcare and prescription drug coverage. That has been accomplished through the recommendation to adopt a resolution for 95/5. The 95/5 agreement has been executed by all employee groups; they are: Non-Union, Police Patrol, Command and Detectives, Firefighters, and AFSCME. The attached resolution, if adopted by City Council this evening, will set the 95/5 cost share in motion. For clarity, the 95% is the employer contribution while the 5% is the employee contribution.

It should be noted that PA 152 requires an action be taken each year. Therefore, the 95/5 agreement shall have a duration of January 1 through December 31, 2024 at which time it expires and another action will need to be taken by City Council prior to that expiration.

STAFF RECOMMENDATION

Staff recommends adoption of the attached resolution for the cost share arrangement for medical and prescription drug plan coverage for calendar year 2024.

MOTION

Move to adopt the attached resolution titled: Resolution to Reduce Employee Contribution Cost Share for Medical and Prescription Drug Plan Coverage for Calendar Year 2024.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER

Resolution No.

City of Auburn Hills

**RESOLUTION TO REDUCE EMPLOYEE CONTRIBUTION COST SHARE FOR MEDICAL
AND PRESCRIPTION DRUG PLAN COVERAGE FOR CALENDAR YEAR 2024**

WHEREAS, the City of Auburn Hills has elected the Exemption Provision of Public Act 152 of 2011, titled, "*The Publicly Funded Health Insurance Contribution Act*", for the 2024 calendar year as its choice for compliance with the Act; and,

WHEREAS, the City of Auburn Hills has received a Memorandum of Understanding signed by authorized representatives of city employees represented by *Chapter D of AFSCME Local 2720, Police Officers Labor Council representing Patrol, Detectives, and Command Officers, Firefighters represented by IAFF Local 4404, and Non-Union employees*; all agreeing to their cost sharing for city provided medical and prescription drug coverage to be 5% during calendar year 2024, as more fully stated therein.

THEREFORE BE IT RESOLVED, the City of Auburn Hills City Council hereby authorizes the City to pay 95% cost sharing of the cost of its covered employees' medical and prescription drug coverage in calendar year 2024 with the employees' cost sharing to be 5% for those employees in Chapter D of AFSCME Local 2720, Police Officers Labor Council representing Patrol, Detectives and Command Officers, Firefighters represented by IAFF Local 4404, and Non-Union Employees; to the extent required by said action.

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

Resolution No. _____

Enacted _____

STATE OF MICHIGAN))SS
COUNTY OF OAKLAND)

I, the undersigned and duly appointed City Clerk for the City of Auburn Hills, Oakland County, Michigan do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Auburn Hills City Council held on the 6th day of November, 2023.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 6th day of November, 2023.

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: November 6, 2023

AGENDA ITEM NO 7D

FINANCE/TREASURER

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Salvatore Vittone, Deputy Treasurer
Submitted: October 26, 2023
Subject: Motion – To receive and file the AndCo Consulting 3rd quarter Cash Management Investment Performance Review

INTRODUCTION AND HISTORY

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

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

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

Attached is the 3rd quarter 2023 investment performance review condensed report prepared by AndCo Consulting. The select pages include both a Summary and Executive report. These pages provide a summary of the City's asset allocation of investments, past and current performance, market values, and an evaluation. The complete 17-page quarterly report is filed with the City Clerk and available for review at any time.

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

As of September 30, 2023 (unaudited), there was approximately \$42 M available for City operations in the City's operational checking account and allocated as follows:

- \$18.6 M Governmental Funds
- \$11.7 M Enterprise Funds
- \$2.7 M Internal Service Funds
- \$8.8 M Component Unit Funds

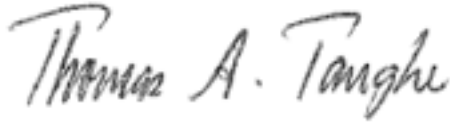
STAFF RECOMMENDATION

The staff recommends the acceptance of the 2023 3rd-quarter ending September 30, 2023 Cash Management Investment Performance review as attached and submitted by AndCo Consulting.

MOTION

Move to receive and file the AndCo Consulting 3rd-quarter Cash Management Investment Performance Review.

I CONCUR:

A handwritten signature in dark ink, reading "Thomas A. Tanghe". The signature is written in a cursive, flowing style. The first name "Thomas" is written with a large, looped 'T'. The middle initial "A." is written in a smaller, simpler script. The last name "Tanghe" is written with a large, looped 'T' and a trailing flourish.

THOMAS A. TANGHE, CITY MANAGER

Investment Performance Review
Period Ending September 30, 2023

City of Auburn Hills - Cash Management



CONCLUSIONS

1. Investment Results for the \$93.0 million portfolio managed by Insight Investment and the Finance Director/Treasurer fell below expectations for the quarter and for the trailing year. The investment rate of return was +0.81% for the quarter and +3.29% for the past 12 months. These results compare to +1.31% return for T-Bills this quarter, and +4.47% for the past 12 months. While the portfolio has lagged the benchmark for the year, it has significantly outperformed peers over that same time period. Longer term results (trailing 3 year and 5 year) are well ahead of peers.

2. Investment Activity for the quarter:

<u>Manager</u>	<u>Interest</u>	<u>\$ FMV Adjustment</u>	<u>Total</u>
1) Insight Investment	\$332,542	\$45,257	\$377,799
2) Oakland County Invest Pool	\$17,439	N/A	\$17,439
3) CDs plus J Fund	\$1,853	N/A	\$1,853
4) Michigan CLASS	\$55,761	N/A	\$55,761
5) Michigan CLASS EDGE	\$305,342	(\$103)	\$305,239
TOTAL	\$712,937	\$45,154	\$758,091

3. Investment Activity for the trailing 12 months:

<u>Manager</u>	<u>Interest</u>	<u>\$ FMV Adjustment</u>	<u>Total</u>
1) Insight Investment	\$1,197,288	\$446,568	\$1,643,856
2) Oakland County Invest Pool	\$69,791	N/A	\$69,791
3) CDs plus J Fund	\$8,897	N/A	\$8,897
4) Michigan CLASS	\$214,325	N/A	\$214,325
5) Michigan CLASS EDGE	\$1,089,582	\$942	\$1,090,524
TOTAL	\$2,579,883	\$447,510	\$3,027,393

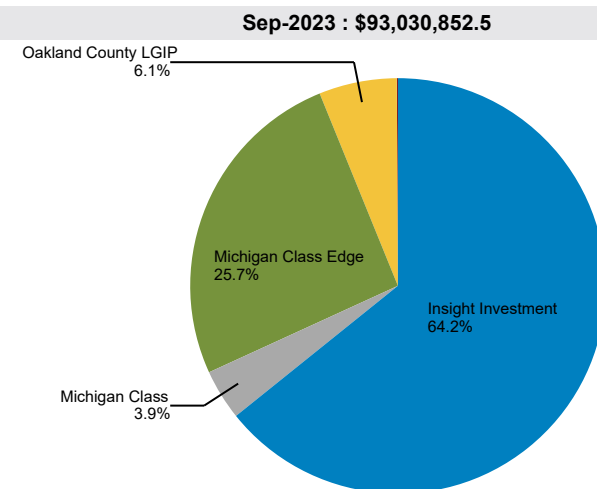
4. The Average Credit Quality on the portfolio is AAA.

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

6. Insight Investment and the Finance Director/Treasurer are earning competitive returns, net-of-fees. The active cash management program is both paying for itself and providing a significantly greater return on investment for the city after more than 13 years. Of note, the professional management of the Cash pools has added \$701,890 in additional return since January 2010.

Asset Allocation & Performance												
	Allocation		Performance(%)									
	Market Value \$	%	QTR Ending Dec-2022	QTR Ending Mar-2023	QTR Ending Jun-2023	QTR Ending Sep-2023	1 YR	2 YR	3 YR	5 YR	Inception	Inception Date
Aggregate Cash Management	93,030,853	100.0	0.87	1.34	0.23	0.81	3.29	0.54	0.43	1.52	1.06	01/01/2010
90 Day U.S. Treasury Bill			0.84	1.07	1.17	1.31	4.47	2.53	1.70	1.72	0.83	
Insight Investment	59,753,633	64.2	0.88	1.56	-0.23	0.64	2.87	-0.69	-0.40	1.20	0.99	01/01/2010
90 Day U.S. Treasury Bill			0.84	1.07	1.17	1.31	4.47	2.53	1.70	1.72	0.83	
IM U.S. Cash Fixed Income (SA+CF) Median			0.96	1.23	1.27	1.37	4.80	2.07	1.69	1.95	1.38	
Michigan Class	3,668,278	3.9	0.94	1.18	1.29	1.34	4.84	2.81	1.88	1.84	1.78	05/01/2017
Michigan Class Edge	23,886,004	25.7	1.00	1.11	1.13	1.29	4.61				3.67	05/01/2022
Oakland County LGIP	5,634,500	6.1	0.26	0.31	0.37	0.31	1.25	0.98	0.88	1.37	1.28	05/01/2015
Comerica Govt Cash	88,437	0.1	0.58	1.07	1.25	1.14	4.11	2.35	1.56	1.54	1.33	03/01/2016

Financial Reconciliation					
	Market Value 01/01/2023	Income	Net Investment Gain/Loss	Net Cash Flow	Market Value 09/30/2023
Aggregate Cash Management	96,542,175	2,022,612	206,729	-5,740,663	93,030,853
Insight Investment	58,597,409	922,029	234,196	-	59,753,633
Michigan Class	4,496,034	172,243	-	-1,000,000	3,668,278
Michigan Class Edge	27,545,650	863,915	-23,561	-4,500,000	23,886,004
Oakland County LGIP	5,580,598	59,352	-3,907	-1,543	5,634,500
Certificates of Deposit	251,927	2,328	-	-254,255	-
Comerica Govt Cash	70,557	2,745	-	15,135	88,437



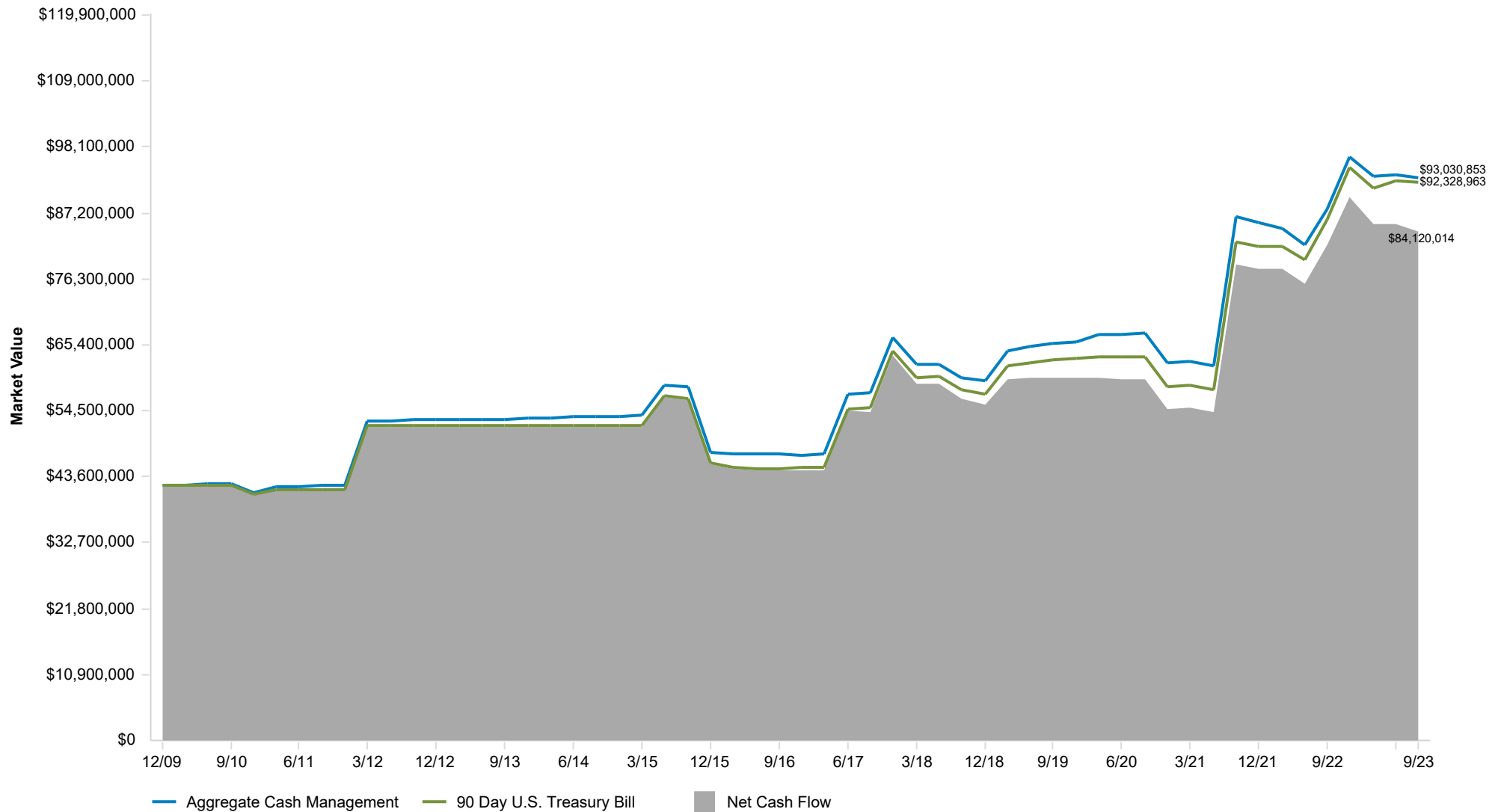
Comparative Performance Trailing Returns
City of Auburn Hills - Cash Management
As of September 30, 2023

Comparative Performance															
	MTH		QTR		YTD		1 YR		3 YR		5 YR		Inception		Inception Date
Aggregate Cash Management	0.07	(21)	0.81	(28)	2.40	(16)	3.29	(14)	0.43	(10)	1.52	(8)	1.06	(14)	01/01/2010
90 Day U.S. Treasury Bill	0.46	(2)	1.31	(7)	3.60	(6)	4.47	(6)	1.70	(3)	1.72	(3)	0.83	(39)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.14		0.52		1.36		2.03		-1.50		0.54		0.69		
 Oakland County Investment Pool	 0.21	 (19)	 0.31	 (66)	 0.99	 (64)	 1.25	 (77)	 0.88	 (9)	 1.37	 (9)	 1.28	 (4)	 05/01/2015
90 Day U.S. Treasury Bill	0.46	(2)	1.31	(7)	3.60	(6)	4.47	(6)	1.70	(3)	1.72	(3)	1.31	(3)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.14		0.52		1.36		2.03		-1.50		0.54		0.43		
 Michigan Class	 0.45	 (3)	 1.34	 (3)	 3.86	 (3)	 4.84	 (3)	 1.88	 (2)	 1.84	 (1)	 1.78	 (1)	 05/01/2017
90 Day U.S. Treasury Bill	0.46	(2)	1.31	(7)	3.60	(6)	4.47	(6)	1.70	(3)	1.72	(3)	1.65	(3)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.14		0.52		1.36		2.03		-1.50		0.54		0.46		
 Michigan Class Edge	 0.33	 (17)	 1.29	 (10)	 3.58	 (7)	 4.61	 (5)	 N/A		 N/A		 3.67	 (3)	 05/01/2022
90 Day U.S. Treasury Bill	0.46	(2)	1.31	(7)	3.60	(6)	4.47	(6)	1.70	(3)	1.72	(3)	3.54	(4)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.14		0.52		1.36		2.03		-1.50		0.54		-0.20		
 Comerica Govt Cash	 0.43	 (14)	 1.14	 (18)	 3.50	 (11)	 4.11	 (13)	 1.56	 (5)	 1.54	 (8)	 1.33	 (6)	 03/01/2016
90 Day U.S. Treasury Bill	0.46	(2)	1.31	(7)	3.60	(6)	4.47	(6)	1.70	(3)	1.72	(3)	1.45	(3)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.14		0.52		1.36		2.03		-1.50		0.54		0.47		
 Insight Investment	 -0.07	 (43)	 0.64	 (41)	 1.97	 (21)	 2.87	 (16)	 -0.40	 (15)	 1.20	 (10)	 0.99	 (18)	 01/01/2010
90 Day U.S. Treasury Bill	0.46	(2)	1.31	(7)	3.60	(6)	4.47	(6)	1.70	(3)	1.72	(3)	0.83	(39)	
IM U.S. Short Term Treasury/Govt Bonds (MF) Median	-0.14		0.52		1.36		2.03		-1.50		0.54		0.69		
<i>Insight Investment (Net of Fees)</i>	<i>-0.07</i>	<i>(43)</i>	<i>0.64</i>	<i>(41)</i>	<i>1.97</i>	<i>(21)</i>	<i>2.82</i>	<i>(17)</i>	<i>-0.47</i>	<i>(15)</i>	<i>1.14</i>	<i>(12)</i>	<i>0.92</i>	<i>(26)</i>	

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

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

Schedule of Investable Assets



Schedule of Investable Assets

Periods Ending	Beginning Market Value \$	Net Cash Flow \$	Gain/Loss \$	Ending Market Value \$	%Return
Jan-2010 To Sep-2023	42,139,379	41,980,634	8,910,839	93,030,853	1.06

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

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

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

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

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CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 7E

FINANCE

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Salvatore Vittone, Deputy Treasurer
Submitted: October 27, 2023
Subject: Motion – To approve delinquent tax transfer to 2023 winter tax bills

INTRODUCTION AND HISTORY

Each year, delinquent accounts for Utility Billing, Community Development, Special Assessment Districts (SAD), and GFL are transferred to their corresponding Winter Tax Bills.

Each department has prepared a list of parcels that are 90-days delinquent as of August 1, 2023. Community Development transfers everything delinquent over from the previous year. A file of all delinquent accounts, subject to be transferred to the Winter Tax Roll, was submitted and is available at the Treasurer's Office. A transfer fee of \$40.00 per account is included in the totals below:

Water/Sewer	\$317,021.21
Mowing	\$14,343.00
GFL	\$132,076.52
Forester Square SAD	\$7,315.55
N. Atlantic/Continental SAD	\$9,506.62
W. Entrance SAD	\$12,146.10
Total as of October 27, 2023	\$492,409.00

STAFF RECOMMENDATION

Staff recommends the approval to transfer the delinquent totals listed above to the 2023 Winter Tax Roll.

MOTION

Move to accept the transfer of the delinquent special assessments in the amount of \$492,409 for collection on the 2023 City of Auburn Hills Winter Tax Bills, in accordance with Ordinance #634 Resolution No. 74-108, 74-143, and MCL 211.44(3)(4) and (7).

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 7F

FINANCE/TREASURER

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Michelle Schulz, Finance Director
Submitted: October 23, 2023
Subject: Motion – Resolution to Approve List of Authorized Brokers/Dealers

INTRODUCTION AND HISTORY

The City Investment Policy requires broker/dealers used by the City for investments be approved annually by resolution of the City Council. The broker/dealers used are those used by the City's investment manager, Insight Investment. Broker/Dealers are pass-through agents used by Insight Investment to place trades. Insight Investment, as directed by policy, certifies all Investment activity will be conducted in accordance with the City's investment policy including adherence to Public Act 20. The list is attached.

RESOLUTION:

WHEREAS, Section 7.0 of the City of Auburn Hills Investment Policy states that "The City Treasurer/Finance Director shall maintain a listing of financial institutions and broker/dealers authorized to provide investment services," approved annually by City Council for investment and depository purposes,

NOW THEREFORE BE IT RESOLVED, that the Auburn Hills City Council approve the attached brokers/dealers as legal pass-through agents for all public monies effective to December 31, 2024.

STAFF RECOMMENDATION

Approve by resolution the broker/dealer list used by Insight Investment as directed by the City's Investment Policy.

MOTION

Move to adopt the resolution above approving the attached list of authorized broker/dealers used by the Investment Manager on behalf of the City.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



Insight Investment
Broker Dealer List
Prepared for City of Auburn Hills
October 18, 2023

Primary dealers or affiliated firms

Amherst Pierpont
Barclays Capital
BMO Capital Markets
BNP Paribas Securities
BofA Securities
Cantor Fitzgerald & Co.
Citigroup Global Markets
Daiwa Capital Markets America
Deutsche Bank Securities
Goldman Sachs & Co.
HSBC Securities (USA)
Jefferies
JP Morgan Securities
Mizuho Securities USA
Morgan Stanley & Co.
NatWest Markets Securities
Nomura Securities International
RBC Capital Markets
Santander US Capital Markets
SG Americas Securities
TD Securities (USA)
UBS Securities
Wells Fargo Securities

Non-primary dealer firms

ANZ Securities
Blaylock Van
Credit Agricole Securities (USA)
FHN Financial Securities
InspereX
Keybank Capital Markets
MUFG Securities Americas
Oppenheimer & Co.
Piper Sandler & Co.
Raymond James & Associates
Robert W. Baird & Co.
Samuel A. Ramirez & Co.
Scotia Capital (USA)
SMBC Nikko Securities America
Stifel Nicolaus & Co.
StoneX Financial
Truist Securities
US Bancorp Investments

The approved list of broker/dealers includes affiliates of designated firms and is subject to change without notice.



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 7G

FINANCE/TREASURER

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Michelle Schulz, Finance Director
Submitted: November 6, 2023
Subject: Motion – Resolution to Approve List of Authorized Depositories

INTRODUCTION AND HISTORY

According to the City Charter (Section 4.23), City Council shall select annually one or more depositories in which funds of the City shall be deposited. Additions may be made at the discretion of the City Council during the year.

A listing of several banks and credit unions (CU) in and around the area for investing City funds that staff may consider utilizing during calendar year 2023 is in the resolution below. Twenty-three (23) institutions were measured utilizing the SNL Financial rating service that the City's investment manager, Insight Investment, subscribes to. This rating service is a valuable tool to aid staff in decision making. Annually, staff considers the most recent quarter available (normally quarter ending June) to evaluate each depository's rating, but past performance and trends are considered as well. Staff will periodically review performance utilizing these ratings, and if necessary, will bring adjustments forward to City Council if an opportunity or a concern arises.

The ratings provided are based on peer groups. While a peer group rating of 30 is acceptable for safekeeping and banking services, 40 is preferred for deposits. The investment policy allows for an approved financial institution that falls below 40 to remain on the approved list when monitored quarterly. This option is helpful in volatile periods particularly when an institution is a key depository and custodian to the City's operations.

After review, staff recommends the current depository list below. Further, the City is contributing liquidity to the portfolio for the purchase of Treasury and Agency issues which are recognized to be of the highest credit quality. Interest rates are supportive of this strategy. The components of the SNL Financial bank credit ratings are Capital Adequacy (Core Capital as a % of Assets), Asset Quality (Non-Performing as % of Loans), Earnings (YTD Operating Profit as % of Assets) and Liquidity (Liquid Assets as % of Liabilities). The selection method and recommended institutions is supported by the investment manager and investment consultant. Quarterly reviews and monitoring will continue.

Currently, the City is not maintaining any certificate of deposits. The City deposits operational and tax funds in JP Morgan Chase. Pension and Retiree Health Trust funds are held in safekeeping with Comerica Bank as are the City's longer-term investments managed by Insight.

RESOLUTION:

WHEREAS, Section 4.23 of the Auburn Hills Charter states that "The City Council shall select annually one or more depositories in which funds of the City shall be deposited" and

WHEREAS, Section 7.0 of the City of Auburn Hills Investment Policy states that "The City Treasurer/Finance Director shall maintain a listing of financial institutions and brokers/ dealers authorized to provide investment services," approved annually by City Council for investment and depository purposes, and

WHEREAS, the currently approved list of legal depositories has expired,

NOW THEREFORE BE IT RESOLVED, that the Auburn Hills City Council approve the following financial institutions as legal depositories for all public monies effective to December 31st, 2024.

JP Morgan Chase Bank NA

Comerica Bank

Cornerstone Community Financial CU

CIBC Bank USA

Mercantile Bank

Genisys CU

Fifth Third Bank, N.A.

Oxford Bank

Michigan Schools and Government CU

The Huntington National Bank

Credit Union ONE

PARDA Federal Credit Union

First Merchants Bank

Flagstar Bank. N.A.

Bank of America, N.A.

Wells Fargo Bank, N.A.

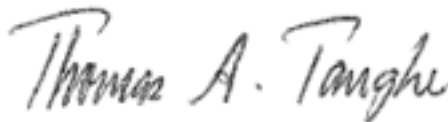
STAFF RECOMMENDATION

The resolution listing depositories is compliant with the City Charter and the City Investment Policy. It is recommended by staff that the City Council approve the resolution listing the authorized depositories for the City of Auburn Hills

MOTION

Move to adopt the resolution herein approving the list of authorized depositories for City funds.

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 7H

FINANCE/TREASURER

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Michelle Schulz, Finance Director
Submitted: 10/23/2023
Subject: Motion – Update and approve the City’s Investment Policy as of November 6, 2023

INTRODUCTION AND HISTORY

The City’s Investment Policy first became effective with City Council’s approval on September 21, 2009. Since then, the investment policy is reviewed annually and amended, if necessary, to reflect changes in required policy, internal operations, and other updates in language or best practices. The policy was last reviewed and reapproved for compliance on November 14, 2022.

No material content amendments to the policy are recommended this year; only the following updates are necessary:

Section 8.10 and Section 10.0: Grammatical corrections were made but no change in content of the sections.

Section 13.0 and Section 18.0: Clarifications were made not changing the content of the section.

Section 22.0: Effective Date of policy history has been updated to reflect the amendments correcting grammar, clarification, and updates to the definitions as presented and approved by City Council on November 6, 2023.

Appendix A:

The definition of “Annual Comprehensive Financial Report” (ACFR) was added.

The definition of “Comprehensive Annual Financial Report” (CAFR) was removed.

The definition of “Commercial Paper” definition was edited to show maturities ranging from 1 (not 2) to 270 days.

The definition of “Federal National Mortgage Association” was corrected for grammar.

The definition of “Federal Reserve System” changed the number of commercial banks that are members or the system from 7,500 to 5,700.

The definition of “National Association of Security Dealers” was removed.

The definition of “Repurchase Agreement” was corrected for grammar.

Appendix B:

Acknowledgement of Receipt of the Investment Policy of the City of Auburn Hills and Agreement to Comply has been updated to the most current date of the policy and reflect November 6, 2023.

STAFF RECOMMENDATION

The staff, with the support of the City’s investment consultant AndCo and the City’s investment manager, Insight Investment, reviewed the City’s Investment Policy. Recommendations include no changes to the content of the current investment policy, except for necessary immaterial grammar corrections and clarifications as shown. Staff also recommends the additions, grammar corrections, and deletions made to the appendix as recommended by industry standards. Staff recommends updating Section 22.0 and Appendix B to reflect the most current effective date of the policy to be November 6, 2023.

MOTION

Move to update the City's Investment Policy as reviewed and approved as of November 6, 2023.

I CONCUR:

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

THOMAS A. TANGHE, CITY MANAGER

INVESTMENT POLICY FOR THE CITY OF AUBURN HILLS

As Required by Public Act 20 of 1943, as amended

1.0 POLICY

It is the policy of the City of Auburn Hills to invest public funds in a manner which will ensure the preservation of principal while providing the best investment return with maximum security while meeting the daily cash flow demands of the City and conforming to all federal and state statutes and local ordinances governing the investment of public funds.

2.0 SCOPE

This investment policy applies to all the investment activities of the City of Auburn Hills except for its employee pension trust fund and its employee retiree health care trust fund that are organized and administered separately.

The funds are accounted for in the City's Annual Financial Report and include the following:

- General Fund
- Major Road Fund
- Local Road Fund
- Capital Projects Fund
- Metro Act Fund
- Retiree Health Fund
- Wayne Disposal Fund
- Tree Ordinance Fund
- State and Federal Forfeiture Funds
- Community Development Block Grant (CDBG) Fund
- TIFA Funds
- DDA Funds
- Brownfield Funds
- Fieldstone Golf Course Fund
- Water/Sewer Fund
- Fleet Management
- Capital Improvement Debt Service Fund
- Special Assessment Debt Service Fund
- Trust and Agency / Tax Fund

All other funds, including the Library Fund, under the control of the City Treasurer/Finance Director for cash management purposes and any new fund created by the governing body, unless specifically exempted by the governing body.

This investment policy applies to all transactions involving the financial assets and related activity of all the foregoing funds.

3.0 PRUDENCE

Investments shall be made with the judgment and care; under circumstances then prevailing; which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by the City Council, the City Management (including but not limited to City Manager, Assistant City Manager, Finance Director/Treasurer, Deputy Finance Director/Deputy Treasurer, City Clerk, and related appointees), and the City's authorized Investment Manager(s) and Investment Consultant(s) will be the "prudent person" and/or "prudent investor" standard and shall be applied in the context of managing the overall portfolio. The City Council and City Management and authorized Investment Manager(s) and Investment Consultant(s) acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

The City recognizes that no investment is totally free of risk and that the investment activities of the City are a matter of public record. Accordingly, the City recognizes that occasional measured losses are inevitable in a diversified portfolio and shall be considered within the context of the overall portfolio's return, provided that this Policy has been followed and that the sale of a security prior to maturity is in the best long-term interest of the City.

4.0 OBJECTIVES

The funds of the City of Auburn Hills shall be invested in accordance with State of Michigan Public Act 20 of 1943, as amended by Act 196 of 1997; being Sections 129.91 through 129.93 of the Michigan Compiled Laws, Act No. 367 of the Public Acts of 1982 and in accordance with the objectives and procedures set forth in the policies and written administrative procedures. The primary objectives, in priority order, of the City's investment activities shall be:

4.1 Safety:

Safety of principal is the foremost objective of the City of Auburn Hills investment program. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio. The objective will be to mitigate risk.

4.1.1 Credit Risk

The City will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:

- * Limiting investments to the safest types of securities
- * Pre-qualifying the financial institutions, broker/dealers, and intermediaries with which the City will do business
- * Diversifying the portfolio so that potential losses on individual securities will be minimized

4.1.2 Interest Rate Risk

The City will minimize the risk that the market value of the securities in the portfolio will fall due to changes in the general interest rates by structuring the maturities of the portfolio to meet cash requirements of ongoing operations, thereby avoiding the need to liquidate securities prior to maturity.

- * Investing operating funds primarily in short-term securities or investment pools.

4.1.3 Concentration Credit Risk

The City will minimize the risk inherent in placing a large portion of the portfolio with a single security issuer.

4.1.4 Custodial Credit Risk

The City will minimize custodial risk by:

- * Using only financial institutions and brokers meeting pre-established criteria.
- * Holding all securities in the name of the City of Auburn Hills.

4.2 Liquidity:

The investment portfolio of the City of Auburn Hills will remain sufficiently liquid to enable the City to meet all operating requirements that may be reasonably anticipated.

4.3 Return on Investments:

The investment portfolio of the City of Auburn Hills shall be designed with the objective of attaining a benchmark rate of return throughout the budgetary and economic cycles, commensurate with the City's investment risk constraints and cash flow characteristics of the portfolio.

4.4 Maintain Public Trust:

All participants in the investment process shall seek to act responsibly as custodians of the public trust. The City Council, City Management and/or the City's authorized Investment Manager(s) and Investment Consultant(s) shall recognize the investment portfolio is subject to public review and evaluation. In addition, the overall investment program shall be designed and managed with a degree of professionalism worthy of public trust. Any transaction that might knowingly impair public confidence in the City of Auburn Hills' ability to govern effectively shall be avoided.

4.5 Cross Trading

The City prohibits cross trading in all of its portfolios.

5.0 DELEGATION OF AUTHORITY

5.1 City Council

Authority and management responsibility for the City of Auburn Hills investment program is derived from and in conformance with Michigan Public Act No. 20 of the

Public Acts of Michigan 1943, as amended by Act No. 196 of 1997, being sections 129.91 through 129.93 of Michigan Compiled Laws, Act No 367 of the Public Acts of 1982, and also in accordance with Section 6.4 (a) of the City Charter. The City Treasurer/Finance Director and his/her designees, shall manage the investment program according to the provisions of the City's banking agreements and contracts, investment authorization statements, and other documents required which have been authorized by the City Council and approved by the City Attorney consistent with this investment policy.

5.2 City Treasurer/Finance Director

The City Management designates the City Treasurer/Finance Director position responsibility for the investment program including individual funds managed by contractual Investment Manager/s and the assets not managed by the Investment Manager/s, daily management responsibility for the investment program is vested in the City Treasurer/Finance Director, subject to the guidelines approved by the City Council. The City Treasurer/Finance Director shall establish procedures for the operation of the Investment program consistent with this Investment Policy. Such procedures must include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under terms of this Policy and procedures established by the City Treasurer/Finance Director. Such procedures should also include reference to segregation of duties, custody and accounting controls. The City Treasurer/Finance Director shall be responsible for all transactions undertaken, and shall establish a system of controls to regulate the activities of subordinate officials and/or authorized Investment Managers.

5.3 Investment Consultant:

The City of Auburn Hills retains an independent investment consultant (Registered Investment Advisor) to assist the City Treasurer/Finance Director in the implementation of the Investment Policy. Specific tasks for this investment advisor include:

- 5.3.1 Assisting in the development and periodic revisions to the Investment Policy
- 5.3.2 Preparing quarterly reports that evaluate investment performance
- 5.3.3 Evaluating compliance with Michigan PA 20 and this investment policy
- 5.3.4 Conducting investment manager searches as needed

5.4 Investment Manager/s:

The City utilizes the services of external authorized Investment Manager/s. The Investment Managers are authorized to manage a portion of the city's assets on a discretionary basis within the Investment Policy guidelines and Michigan State statutes.

6.0 ETHICS AND CONFLICT OF INTEREST

All participants in the City's investment process shall seek to act responsibly as custodian of the public trust and avoid any transactions that might impair public confidence in the City of Auburn

Hills ability to govern effectively. City Management, and the City's authorized Investment Manager(s) involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions City Management, and the City's authorized Investment Manager(s) shall disclose to the City Council or its designated representative, any material financial interests in financial institutions that conduct business with this City and they shall further disclose any large personal financial/investment positions that could be related to the performance of this jurisdiction's portfolio to City Management, and the City's authorized Investment Manager(s) shall subordinate their personal investment transactions to those of this jurisdiction, particularly with regard to timing of purchases and sales.

7.0 AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The City Treasurer/Finance Director shall maintain a listing of financial institutions and broker/dealers authorized to provide investment services. In addition, a list will be maintained of approved financial institutions/security broker dealers selected by credit worthiness who are authorized to provide investment services in the State of Michigan. No public deposit shall be made except in a qualified public depository as established by state law. The authorized listing of institutions approved depositories and/or broker/dealers shall be approved annually, by a resolution of the City of Auburn Hills City Council.

7.1 Financial Institutions

All financial institutions (Commercial Banks, Savings & Loans and Credit unions), utilized by the City of Auburn Hills shall maintain an office within the State of Michigan and meet the following requirements and financial criteria:

- 7.1.1 Must be federally regulated and insured
- 7.1.2 Must have capital (excluding borrowing, loan losses and goodwill) and/or insurance that exceeds by at least two times the amount the City has invested with the financial institution
- 7.1.3 Have an SNL Financial Bank Credit rating of 40 or better. If the rating for an approved financial institution falls below 40, the financial institution may remain on the approved list and the rating shall be monitored on a quarterly basis.
- 7.1.4 Must show a net profit on three of their last four annual financial statements and an aggregate profit over the four year period.
- 7.1.5 Have received and read the City's Investment Policy.
- 7.1.6 Have filed with the City an "Acknowledgement of Receipt of the Investment Policy of the City of Auburn Hills and Agreement to Comply" (Appendix B).
- 7.1.7 Have submitted and continue to submit audited annual financial statements (or have financial statements accessible electronically).

7.2 Brokers & Dealers

The authorized Investment Manager shall utilize the Investment Manager's list of broker/dealers when executing transactions on behalf of the City. The Investment Manager's approved list of broker/dealers shall be provided to the City on an annual basis. If any changes are made to the Investment Manager's approved list of broker/dealers, the Investment Manager shall notify the City of such changes. Changes shall be reflected in the subsequent report submitted to the City Council.

Pursuant to MCL 129.96, PA 20 of 1943, the Finance Director/Treasurer shall provide the authorized Investment Manager with a copy of the City's Investment Policy and the Investment Manager shall provide written certification of the following:

1. Acknowledgment that the Investment Manager has received the Investment Policy.
2. Agreement that the Investment Manager shall conduct investment transactions in accordance with the Investment Policy guidelines.

Broker/Dealers must be licensed in the State of Michigan and meet at least one (1) of the following criteria:

1. Be recognized as a Primary Dealer by the Federal Reserve Bank of New York or have a Primary Dealer within the holding company structure; OR
2. Report voluntarily to the Federal Reserve Bank of New York; OR
3. Qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (Uniform Net Capital Rule).

8.0 AUTHORIZED AND SUITABLE INVESTMENTS

The City Treasurer/Finance Director and/or the City's authorized Investment Manager(s) is authorized to invest surplus funds of the City of Auburn Hills in the following types of securities authorized by Public Act 20 of 1943, as amended:

- 8.1** Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States (does not include collateralized mortgage obligations).
- 8.2** Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution with offices in the State of Michigan which is eligible to be a depository of surplus funds belonging to the State under Sections 5 or 6 of Act No. 105 of the Public Acts of 1955, as amended, being sections 21.145 and 21.146 of the Michigan Compiled Laws.
- 8.3** Commercial paper rated at the time of purchase within the two highest classifications by not less than two standard rating services (example A1P1) and which matures not more than 270 days after the date of purchase.

- 8.4 Repurchase agreements, consisting of instruments in Section 8 subdivision 8.1, only if a Master Repurchase Agreement has been signed with the bank or broker/dealer.
- 8.5 Banker's acceptances of United States banks.
- 8.6 Obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than 2 standard rating services.
- 8.7 Investment pools organized under the Surplus Funds Investment Pool Act, 1982 PA 367, MCL 129.111 to 129.118.
- 8.8 Obligations described in subdivisions (8.1) through (8.6) if purchased through an interlocal agreement under the urban cooperation act of 1967, 1967 (Ex Sess) PA7, MCL 124.501 to 124.512
- 8.9 Investment pools organized under the Local Government Investment Pool Act, 1984 PA 121, MCL 129.141 to 129.150.
- 8.10 Mutual Funds registered under the Investment Company Act of 1940, Title 1 of Chapter 686, 54 Stat. 789, 15 U.S. 80a-1 to 80a-3 and 80a-4 to 80a-64 with the authority to purchase only investment vehicles that are legal for direct investment by a Michigan public corporation. This ~~is~~ investment is limited to mutual funds whose intention is to maintain a net asset value of \$1.00 per share.

9.0 INVESTMENT POOLS/MUTUAL FUNDS

A thorough investigation and due diligence of each pool/fund is required prior to investing, and on a continual basis. There shall be a questionnaire completed by each pool/fund utilized in the investment program. The questionnaire shall encompass:

- 9.01 The investment policy and objectives of the pool/fund.
- 9.02 A description of eligible investment securities.
- 9.03 A description of interest calculation and distribution.
- 9.04 A description of how funds are safeguarded and securities priced.
- 9.05 How often the pool/fund is audited and by who.
- 9.06 A description of any limitations on who may invest in the program, the size or frequency of deposits or withdrawals.
- 9.07 A fee schedule, including when and how assessed.
- 9.08 A schedule for receiving statements and portfolio listings.
- 9.09 A description of the use of reserves or retained earnings if applicable.
- 9.10 Disclosure as to whether the pool/fund is eligible to receive and/or accept bond proceeds.

10.0 COLLATERALIZATION

The State of Michigan does not require collateralization. Non-negotiable, non-collateralized Certificates of Deposit, as is the law in the State of Michigan, shall be evidenced by a Safekeeping Receipt from the issuing bank. All securities purchased by the City of Auburn Hills under this section shall be properly ~~designed-designated~~ as ~~an~~-assets of the City. Non-negotiable, non-collateralized Certificates of Deposits are allowable for City investment provided that the

City Management and/or the City's authorized Investment Manager(s) has done due diligence as to the creditworthiness of the banking institution.

Collateralization will be required on authorized repurchase (and reverse) agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level shall be 105% of the market value of principal and accrued interest. The collateral shall be subject to the custody and safekeeping provisions of this investment policy.

11.0 MAXIMUM MATURITIES

It is the objective of the City's investment policy to schedule maturities to coincide with projected cash flow needs, taking into consideration large routine expenditures (payroll, payables, bond payments) and sizable amounts of anticipated revenues (property taxes, state shared revenues).

The maximum maturity of any specific investment will not exceed five (5) years, and the maximum weighted average final maturity of the assigned total portfolio invested by either the Treasurer/Finance Director or the authorized Investment Manager(s) will not exceed three (3) years.

12.0 DIVERSIFICATION

It is the policy of the City of Auburn Hills to maintain a diversified investment portfolio. Assets held in the common cash fund and other investment funds will be diversified to eliminate the risk of loss resulting from an over concentration of assets in a specific maturity, individual financial institution(s) or a specific class of securities. Diversification strategies will be determined and revised by the City Treasurer/Finance Director and/or the City's authorized Investment Manager(s) from time to time to meet diversification objectives (to reduce overall portfolio risks while attaining market average rates of return).

12.1 Diversification by Instrument

<u>Instrument</u>	<u>Maximum % of Accounts/Funds</u>
U.S. Treasury Obligations	100%
U.S. Government Agency Securities	20%
U.S. Government Instrumentalities Securities	100%
Local Government Investment Pools	
Internal (Treasurer)	75%
External Investment Manager(s)	0%
Interlocal Agreements	
Internal (Treasurer)	75%
External Investment Manager(s)	0%
Certificates of Deposit	
Internal (Treasurer)	75%
External Investment Manager(s)	10%

Money Market Funds	
Internal (Treasurer)	75%
External Investment Manager(s)	25%
Mutual Funds	
Internal (Treasurer)	50%
External Investment Manager(s)	0%
Commercial Paper	25%
Banker's Acceptance	25%

12.2 Diversification by Security Issuer

<u>Issuer</u>	<u>Maximum % of Accounts/Funds</u>
Commercial Paper Issuer	5%
Certificates of Deposit	10%
U.S. Government Agency	100%
Local Government Investment Pools	75%
U.S. Treasury Obligations	100%

13.0 SAFEKEEPING AND CUSTODY

All securities purchased by the City of Auburn Hills under this section will be properly designated as an asset of the City and be secured through third party custody and safekeeping procedures. For purposes of this policy, third party shall be defined as a separate financial institution or a separate and distinct division or department of the same institution whose function is safekeeping and/or trust activities. No withdrawal of such securities, in whole or in part, shall be made from safekeeping except by the City Treasurer/Finance Director as authorized herein, or by its designee. Investment officials shall be bonded to protect the public against possible embezzlement and malfeasance.

The City of Auburn Hills will execute third party custodial agreement(s) with its bank(s) and depository institution(s). Such agreements will include letters of authority from the City, details as to responsibilities of each party, notification of security purchases, sales, delivery, repurchase agreements, wire transfers, safekeeping and transaction costs, procedures in case of wire failure or other unforeseen mishaps including the liability of each party.

All security transactions, including collateral for repurchase agreements, entered into by the City will be conducted on a delivery-versus-payment (DVP) basis. A third party custodian designated by the City Treasurer/Finance Director ~~and evidenced by will provide~~ safekeeping receipts as evidence of -will hold securities held for the City of Auburn Hills.

14.0 INTERNAL CONTROLS

The City Treasurer/Finance Director shall maintain a system of internal controls which shall be designed, in addition to conforming to generally accepted accounting principles, to minimize losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by all City employees of the

City of Auburn Hills. The City Treasurer/Finance Director or designee(s) shall cooperate with the City's external auditor in the annual audit.

15.0 PERFORMANCE STANDARDS

The investment portfolio will be designed and managed to obtain a market average rate of return during budgetary and economic cycles, taking into account the City's investment risk constraints and cash flow needs. The basis used by the City Treasurer/Finance Director and the City's authorized Investment Manager(s) to determine whether market yields are being achieved shall be the appropriate index best matching the asset allocation and maturities of the invested funds.

16.0 COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS

Before the City invests surplus funds, a minimum of three competitive bids shall be conducted. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, bids will be requested for instruments that meet the maturity requirements. If no specific maturity is required, a market trend (yield curve) analysis shall be conducted to determine which maturities would be most advantageous.

In keeping with the city's concentration risk and diversification objectives, bids shall be requested from financial institutions for various options with regard to terms and instruments. The City will accept the bid that provides the highest rate of return within the maturity required and within the parameters of the City's investment policy.

Records indicating the bids offered, the bids accepted and a brief explanation of the decision that was made regarding the investment will be kept for future review.

17.0 COMBINING FUNDS

The City Treasurer/Finance Director and/or the City's authorized Investment Manager(s), or his/her designee, may combine money from two or more of the City's funds for the purpose of making an investment. In the event of a combination of City funds, the earnings of said investment shall be prorated between the funds involved based on principal contributed.

18.0 REPORTING

Reporting

- a. The City Treasurer/Finance Director shall submit a quarterly and annual investment report that provides the fair market value (including accrued interest) of the City's managed investment funds, pooled funds, certificate of deposits with maturity dates, and operating account cash balances,
- b. The Investment Manager/s shall submit a quarterly performance report that provides the description, listing of original cost, carrying value and market value of each security held in the portfolio, performance results, including earnings, yield, and

maturity of each security and the average maturity of the total portfolio. The Investment Manager/s shall meet with the City Council at a minimum of once a year.

- c. The Investment Consultant shall submit a quarterly analysis of investments, including written conclusions and recommendations. The Investment Consultant shall meet with the City Council as requested.

19.0 INVESTMENT POLICY ADOPTION

The City of Auburn Hills investment policy shall be adopted by resolution of the City Council of the City of Auburn Hills. The policy shall be reviewed annually by the City Treasurer/Finance Director or authorized designee(s). Any modifications made to the investment policy must be approved by City Council.

20.0 SAVINGS CLAUSE

In the event any state or federal legislation or regulation should further restrict instruments or institutions authorized by this policy, such restrictions shall be deemed to be immediately incorporated in this policy. If new legislation or regulation should liberalize the permitted instruments or institutions, such changes shall be available and included in this policy only after written notification to the City Council.

21.0 GLOSSARY

In order to facilitate a thorough understanding of related investment terminology Appendix A is attached hereto.

22.0 EFFECTIVE DATE

This policy will become effective on September 21, 2009.
Section 12.0 amended and approved by City Council November 9, 2009
Section 11.0 amended and approved by City Council November 14, 2011
Section 2.0 amended and approved by City Council December 17, 2012
Appendix B amended and approved by City Council December 17, 2012
Section 2.0 amended and approved by City Council December 15, 2014
Section 4.5 added and approved by City Council December 15, 2014
Amended and approved by City Council December 14, 2015
Section 7.2, 8.0, and 12.1 amended and approved by City Council on November 14, 2016
No amendments and approved by City Council on November 13, 2017
Section 7.1, 12.2 and Appendix A amended and approved by City Council on November 12, 2018.
Amended and approved by City Council on November 4, 2019.
Amended and approved by City Council on November 16, 2020.
No amendments and approved by City Council on November 1, 2021
No amendments and approved by City Council on November 14, 2022

Sections 8.10, 10.0, 13.0, and 18.0 and Appendix A definitions were amended. Amended and approved by City Council on November 6, 2023

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Appendix A

GLOSSARY

In order to facilitate a thorough understanding of this investment policy, a glossary of related investment terminology has been incorporated as part of this policy.

AGENCIES: Federal agency securities and/or Government-sponsored enterprises.

ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR): An ACFR is a set of financial statements for a state, municipality or other governmental entity that comply with the accounting requirements established by the Governmental Accounting Standards Board (GASB). It must be audited by an independent auditor using generally accepted government auditing standards. The ACFR consists of three sections: Introductory, Financial and Statistical. The introductory section orients and guides the reader through the report; the financial section presents the entity's basic financial statements as well as notes to the statements and the independent auditor's report; and, the statistical section provides additional financial and statistical data, including data about financial trends that may better inform the reader about the government's activities.

ASKED: The price at which securities are offered.

BANKER'S ACCEPTANCE (BA): A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

BENCHMARK: A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BID: The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

BROKER: A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a Certificate. Large-denomination CD's are typically negotiable.

COLLATERAL: Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COMMERCIAL PAPER: Short-term obligations with maturities ranging from 12 to 270 days issued by banks, corporations, and other borrowers to investors with temporarily idle cash.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): The official annual report for the governmental entity. It is prepared in conformance with the principles and standards for financial reporting as set forth by the Governmental Accounting Standards Board (GASB). It contains three sections: Introductory, Financial and Statistical. It discusses the financial results for the year, provides information on budgetary performance, and includes information on the financial condition of the City.

COUPON: The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions; buying and selling for his/her own account.

DEBENTURE: A bond secured only by the general credit of the issuer.

DELIVERY VERSUS PAYMENT (DVP): There are two methods of delivery of securities: Delivery Versus Payment and delivery Versus Receipt. Delivery Versus Payment is delivery of securities with the exchange of money for the securities. Delivery Versus Receipt is delivery of securities with an exchange of a signed receipt for the securities.

DERIVATIVES: (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) Financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

DISCOUNT: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

DISCOUNT SECURITIES: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

FEDERAL CREDIT AGENCIES: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits up to \$250,000.

FEDERAL FUNDS RATE: The rate of interest at which Fed Funds are traded. The Federal Reserve through open-market operations currently pegs this rate.

FEDERAL HOME LOAN BANKS (FHLB): Government sponsored wholesale banks which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLB is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA): FNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

FEDERAL OPEN MARKET COMMITTEE (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about ~~7,500~~ 5,700 commercial banks that are members of the system.

FINANCIAL INSTITUTION: A state or nationally chartered bank or a state or federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and that maintains a principal office or branch office located in this state under the laws of this state or the United States.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae): Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by FHA, VA or FmHA mortgages. The term "pass-throughs" is often used to describe Ginnie Maes.

INVESTMENT: Investments shall be defined as debt obligations and shall not include Certificates of Deposit which should be considered deposits. This is the same definition as used by GASB in their Pronouncement Number 40 for disclosure purposes.

LIQUIDITY: A liquid asset is one that can be converted easily and rapidly into cash without substantial loss of value. In the money market, a security is said to be liquid if the spread between the bid and asked prices is narrow and reasonable size can be done at those quotes.

LOCAL GOVERNMENT INVESTMENT POOL (LGIP): The aggregate of all funds from political subdivisions that are combined for investment and reinvestment.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract covering all future transactions between the parties to repurchase – reverse repurchase agreements that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

MUTUAL FUNDS: A fund operated by an Investment Company that raises money from shareholders and invests it in stocks, bonds, options, futures, currencies, or money market securities. These funds offer investors the advantages of diversification and professional management.

~~**NATIONAL ASSOCIATION OF SECURITY DEALERS:** Nonprofit organization formed under the joint sponsorship of the Investment Bankers Conference and the Securities and Exchange Commission with the basic purpose to (1) standardize practices in the field, (2) establish high moral and ethical standards in securities trading, (3) provide a representative body to consult with the government and investors on matters of common interest, and (4) establish a disciplinary body capable of enforcing the above provisions.~~

NATIONAL CREDIT UNION ASSOCIATION (NCUA): A federal agency that insures credit union deposits up to \$250,000.

OFFER: The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See ASKED and BID.

OPEN MARKET OPERATIONS: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

PORTFOLIO: Collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and

Exchange Commission (SEC) – registered securities broker-dealers, banks, and a few unregulated firms.

PRUDENT PERSON RULE: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state – the so-called legal list. In other states the trustee may invest in a security if it is one that would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

QUALIFIED PUBLIC DEPOSITORIES: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

RATE OF RETURN: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond, the current income return.

REPURCHASE AGREEMENT (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. ~~(Usually~~usually U.S. Government securities). The security “buyer” in effect lends the “seller” money for the period of the agreement, and the terms of the agreement are structured to compensate him/her for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank’s vaults for protection.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES & EXCHANGE COMMISSION (SEC): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SEC RULE 15C3-1: See Uniform Net Capital Rule.

STRUCTURED NOTES: Notes issued by Government Sponsored Enterprises (FHLB, FNMA, etc.) and Corporations, which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

TREASURY BILLS: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BONDS: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than ten years.

TREASURY NOTES: Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to ten years.

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

YIELD: The rate of annual income return on an investment, expressed as a percentage. (a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security. (b) **NET YIELD or YIELD TO MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

Glossary Source: APT US&C, Michigan state statute

Appendix B

ACKNOWLEDGEMENT OF RECEIPT OF THE INVESTMENT POLICY OF THE CITY OF AUBURN HILLS AND AGREEMENT TO COMPLY

Per Section 129.96 of Michigan's Act 20 of 1943, before executing an investment transaction on behalf of the City of Auburn Hills, a financial intermediary, broker, or dealer shall be provided with a copy of the City's investment policy and shall do both of the following:

- A. Acknowledge receipt of the investment policy.
- B. Agree to comply with the terms of the investment policy regarding the buying or selling of securities.

Per Section 129.96 of Michigan's Act 20 of 1943, I certify that I have received the investment policy of the City dated November ~~14, 2022~~ 6, 2023. Furthermore, I agree to comply with the terms of the investment policy regarding the buying and selling of securities.

By: _____

Title: _____

Date: _____



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 71

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Tim Wisser, Manager of Municipal Properties
Submitted: November 1, 2023
Subject: Motion – Approval of the Mowing and Guardrail Trimming Contract

INTRODUCTION AND HISTORY

The Department of Public works is responsible for the contract oversight of the City's turf mowing, edging, and trimming services citywide. The service area consists of 140.72 acres of publicly owned grounds, parks, boulevards, and rights-of-way (Exhibit 1). This maintenance program generally starts during the first week of May, then lasts through the first week of November for a total of 28 weeks. Currently, Green Meadows Lawnscape has concluded their final mowing season of a 5-year contract that started in the spring of 2019.

On October 5, 2023 an Invitation to Bid was published on the Michigan Intergovernmental Trade Network (MITN) for the 2024-2026 Mowing and Guardrail Trimming Contract for City owned parks, grounds, road medians, and rights-of-way (Exhibit 2). Nineteen entities downloaded the packet from MITN, and 4 firms attended a pre-bid meeting held at the DPW building on October 12, 2023. On Thursday, October 19th sealed bids were opened at the office of the City Clerk. Four sealed bids were received, and the bid tabulation is included in Exhibit 3.

Bid submittals were evaluated based on the criteria set forth in the bid packet and calculations were performed using the current known quantities. Our evaluation determined that Green Meadows Lawnscape is the lowest qualified bidder.

COMPANY NAME	LOCATION	TOTAL	MOWING/Acre	GUARDRAIL/Foot
Russell Landscaping, Inc	St. Clair Shores	\$294,714.00	\$70.00	\$0.03
Timberland Landscape	Auburn Hills	\$194,432.00	\$55.00	\$0.07
NET Solutions	Detroit	\$438,760.00	\$125.00	\$120.00
Green Meadows	Rochester Hills	\$176,058.68	\$49.00	\$0.065

With the above, and to be consistent with City's Purchasing Ordinance, special consideration was given to Timberland Landscaping, a firm headquartered within our City limits. An analysis was conducted between Green Meadows Lawnscape, Inc. and Timberland Landscape and the difference between the two bids is greater than 2%, exceeding the variance allowed by the purchasing ordinance.

STAFF RECOMMENDATION

Staff is recommending award of the three-year Mowing and Guardrail Trimming Contract to Green Meadows Landscape, Inc. in the amount of \$176,058.68 to be funded from G/L 101-266-802.000. Changes in quantities during the life of the contract will be calculated at the bid price of \$49 per acre for mowing and \$0.065 per linear foot of guardrail trimming.

MOTION

Motion to award the three-year General Mowing and Guardrail Trimming Contract to Green Meadows Landscape, Inc. in the amount of \$176,058.68

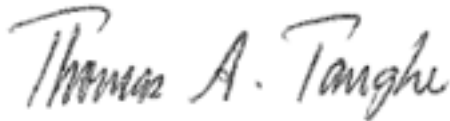
EXHIBITS

Exhibit 1 – Service Area Maps

Exhibit 2 - ITB-CAH-10-05-2023-001

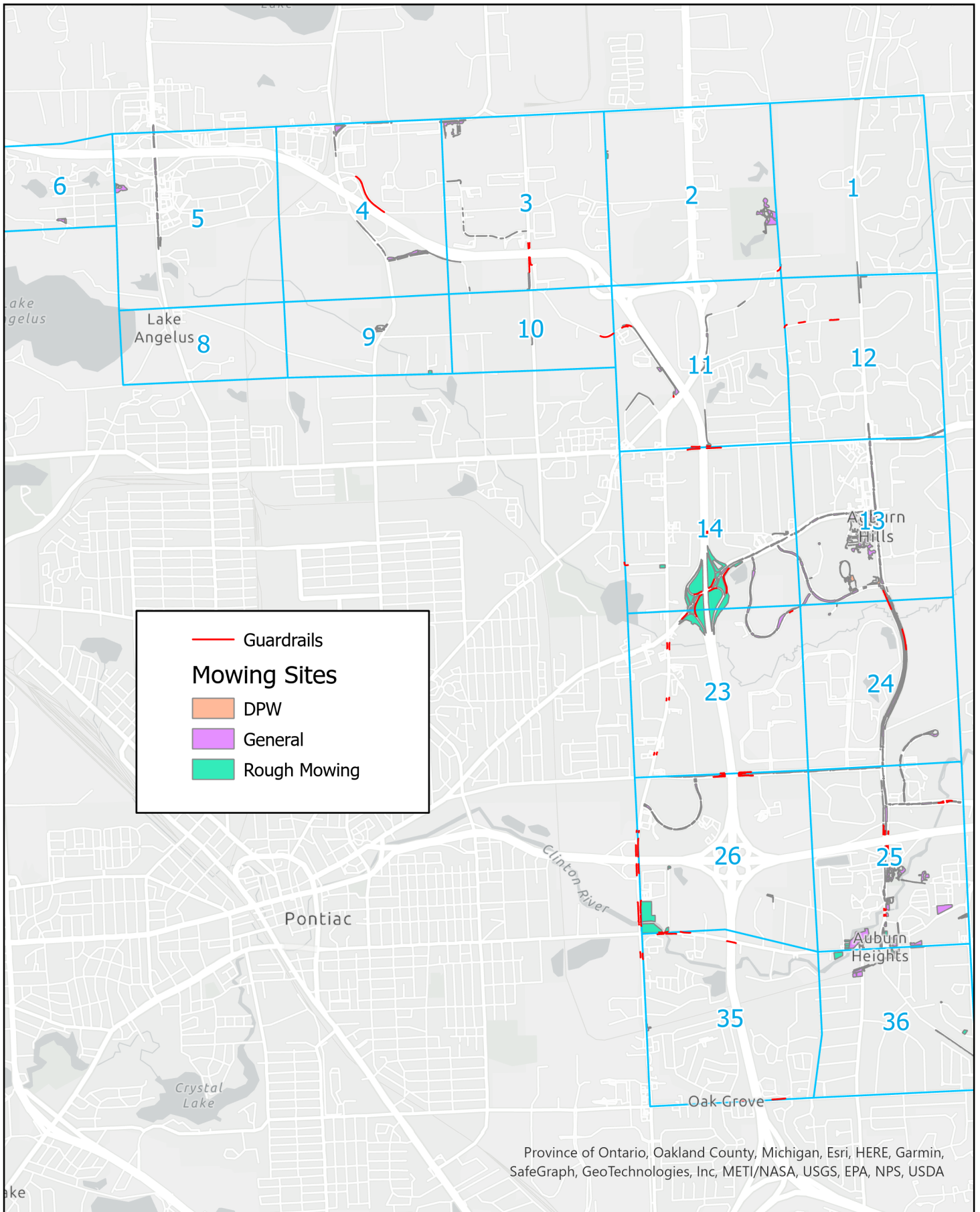
Exhibit 3 - Bid Tabulation

I CONCUR:

A handwritten signature in dark ink, reading "Thomas A. Tanghe". The signature is written in a cursive, flowing style. The first name "Thomas" is written with a large, looped 'T'. The middle initial "A." is written in a smaller, simpler script. The last name "Tanghe" is written with a large, looped 'T' and a trailing flourish.

THOMAS A. TANGHE, CITY MANAGER

Section Reference

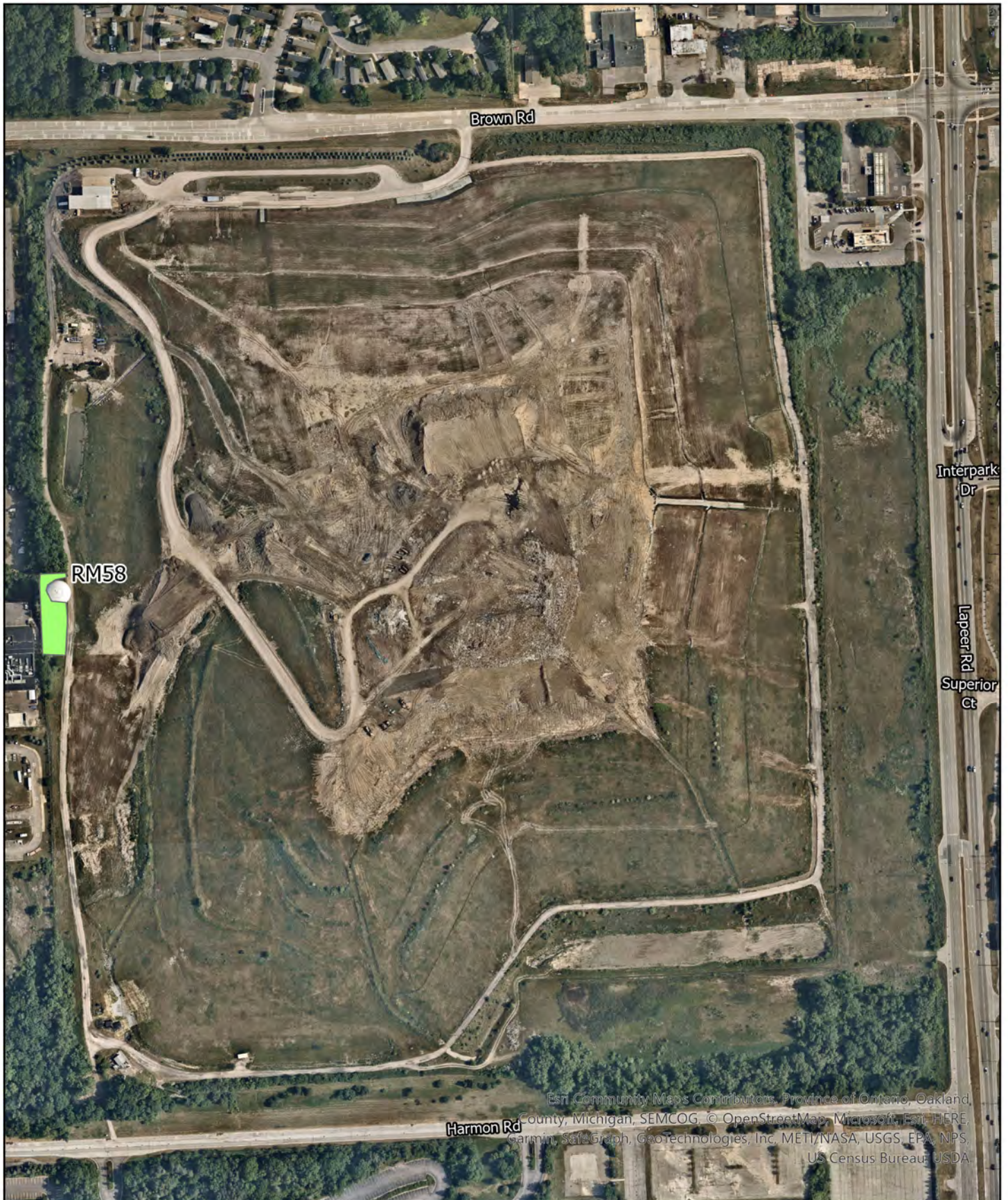


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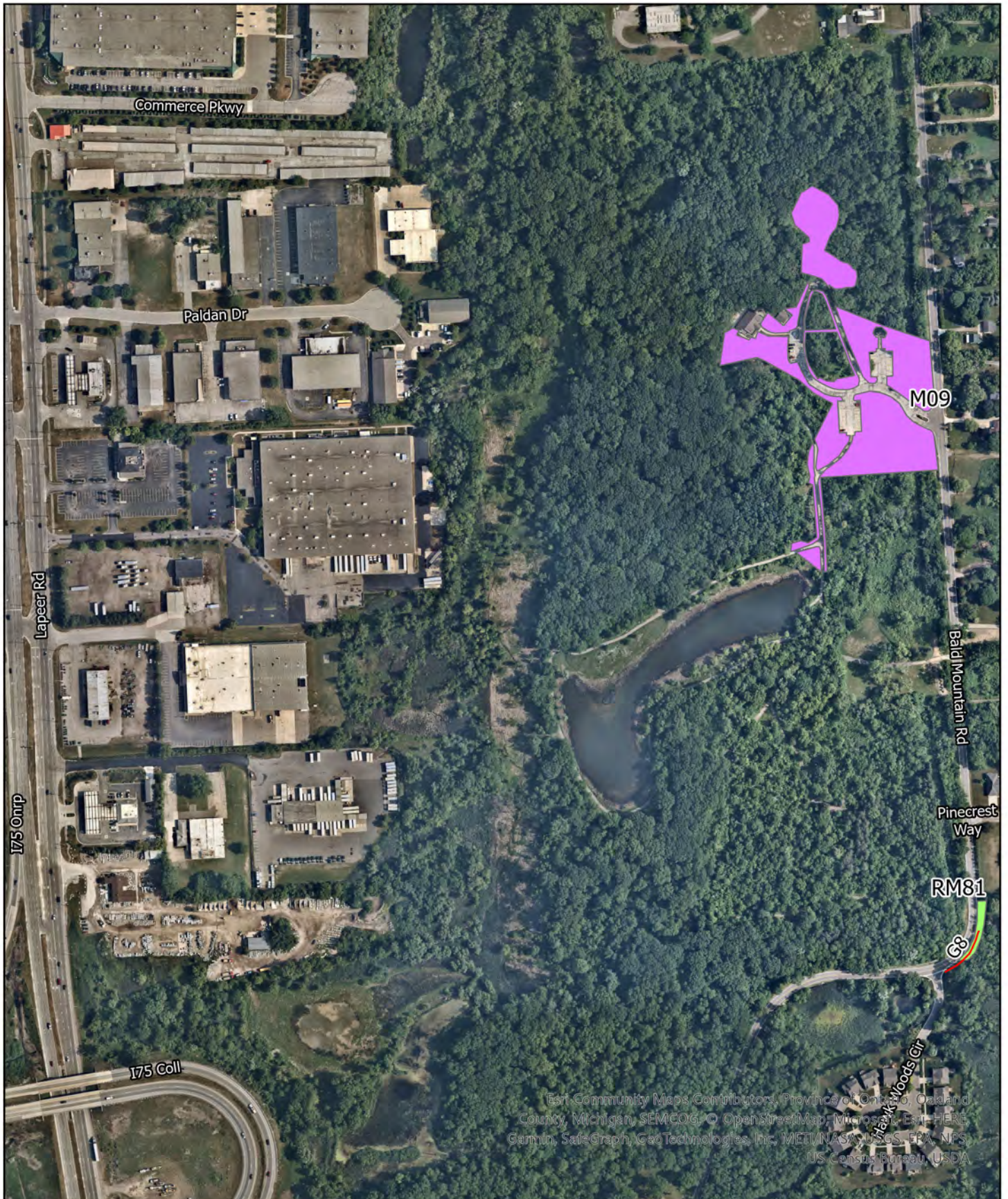
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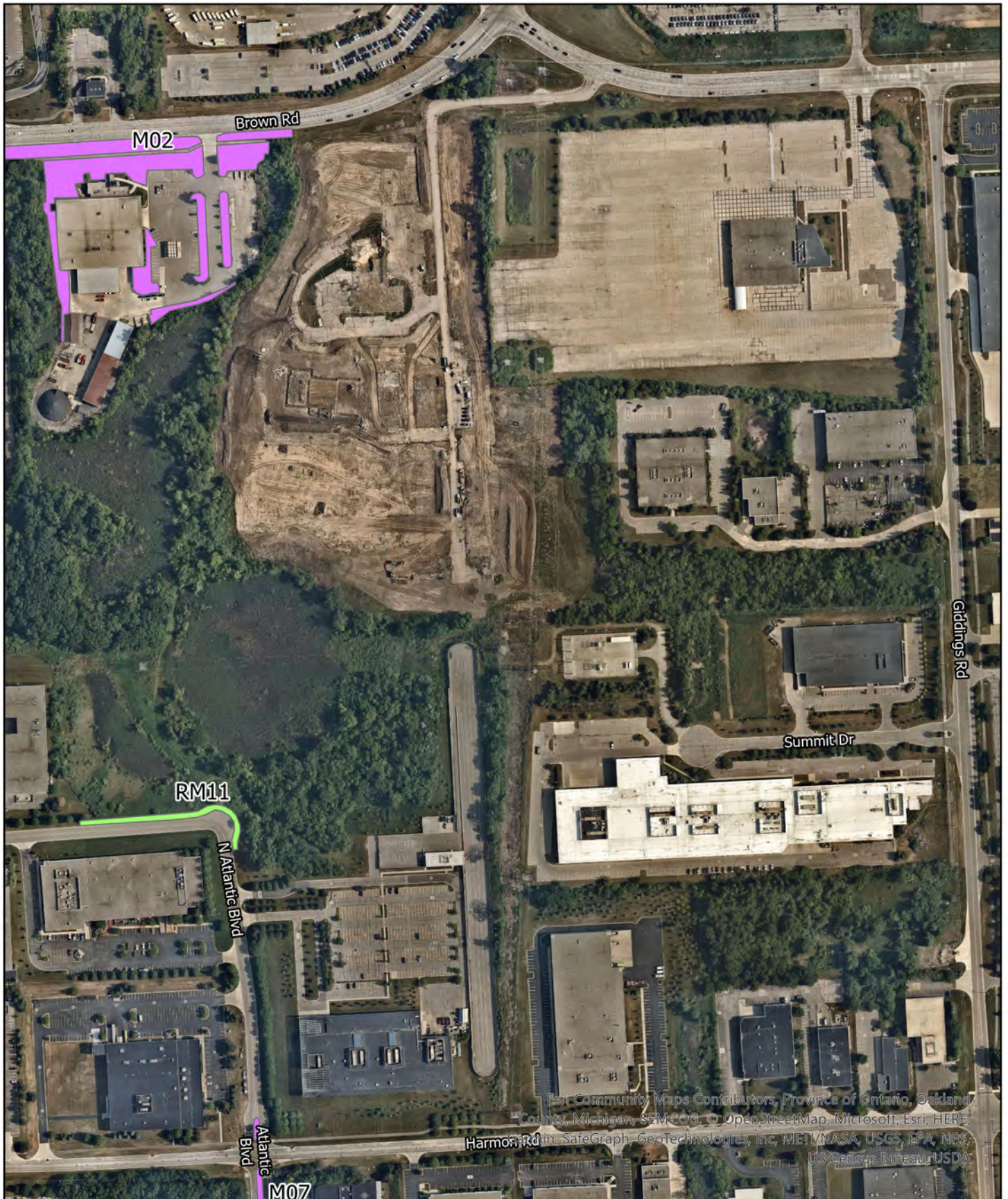
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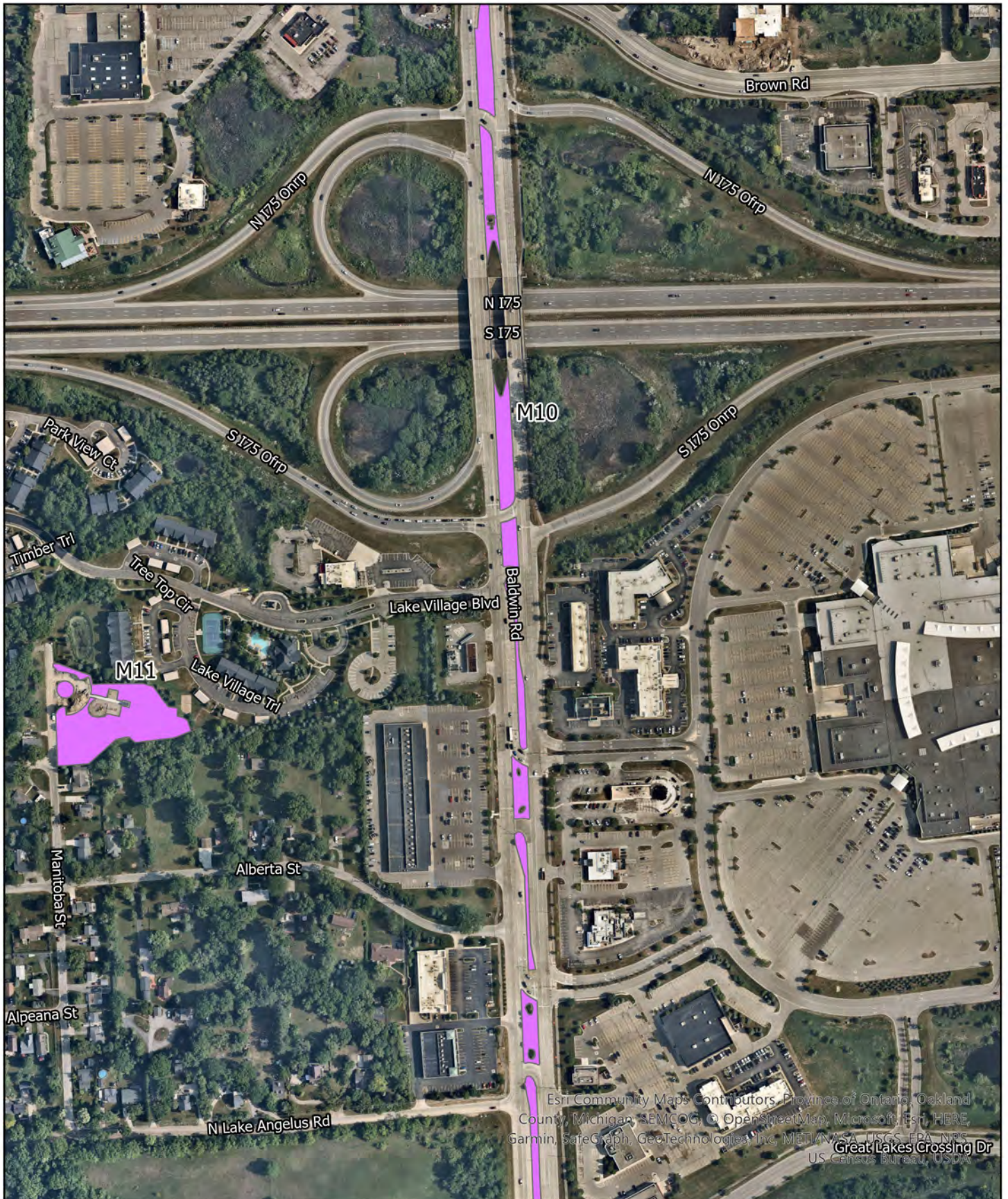
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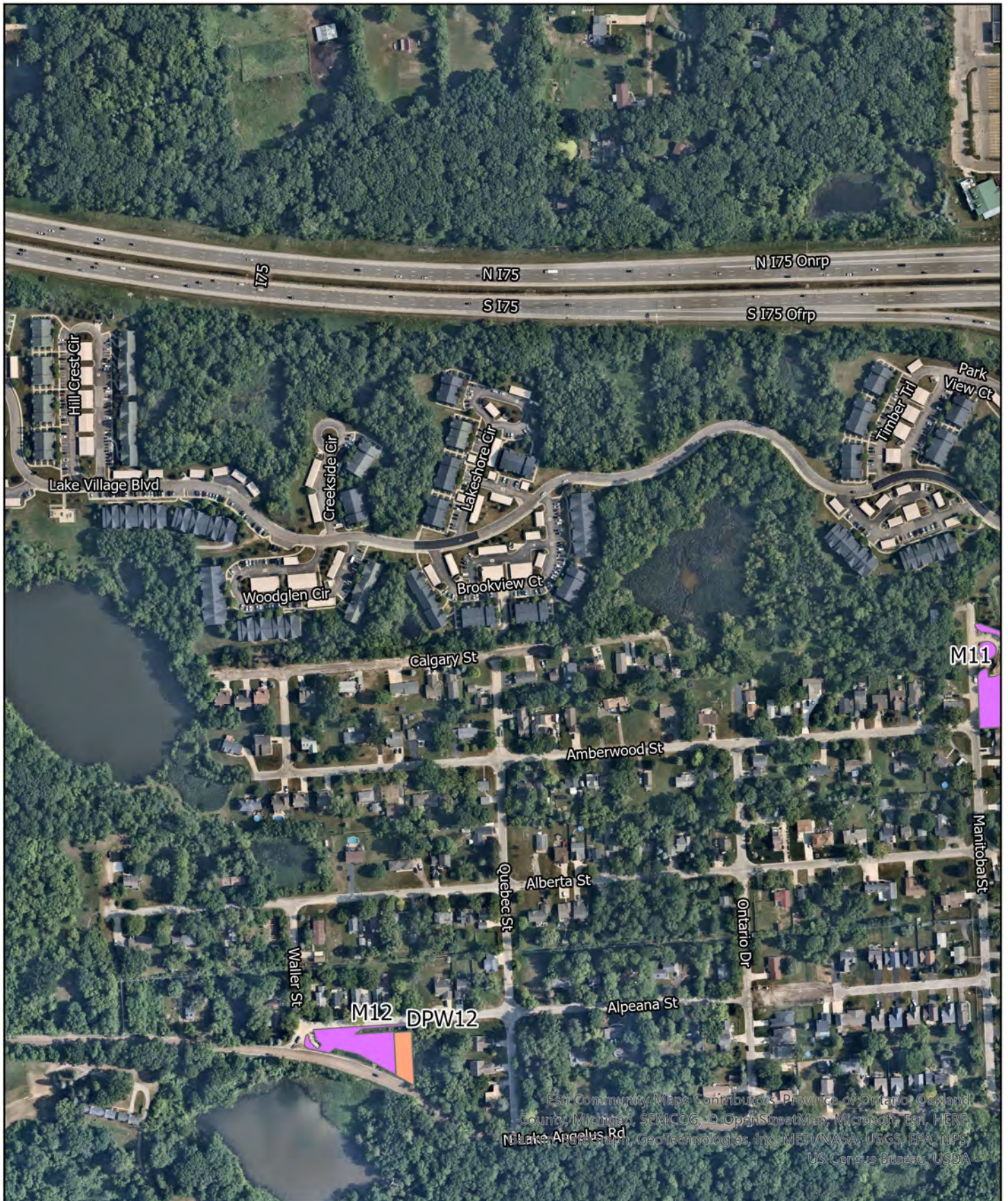
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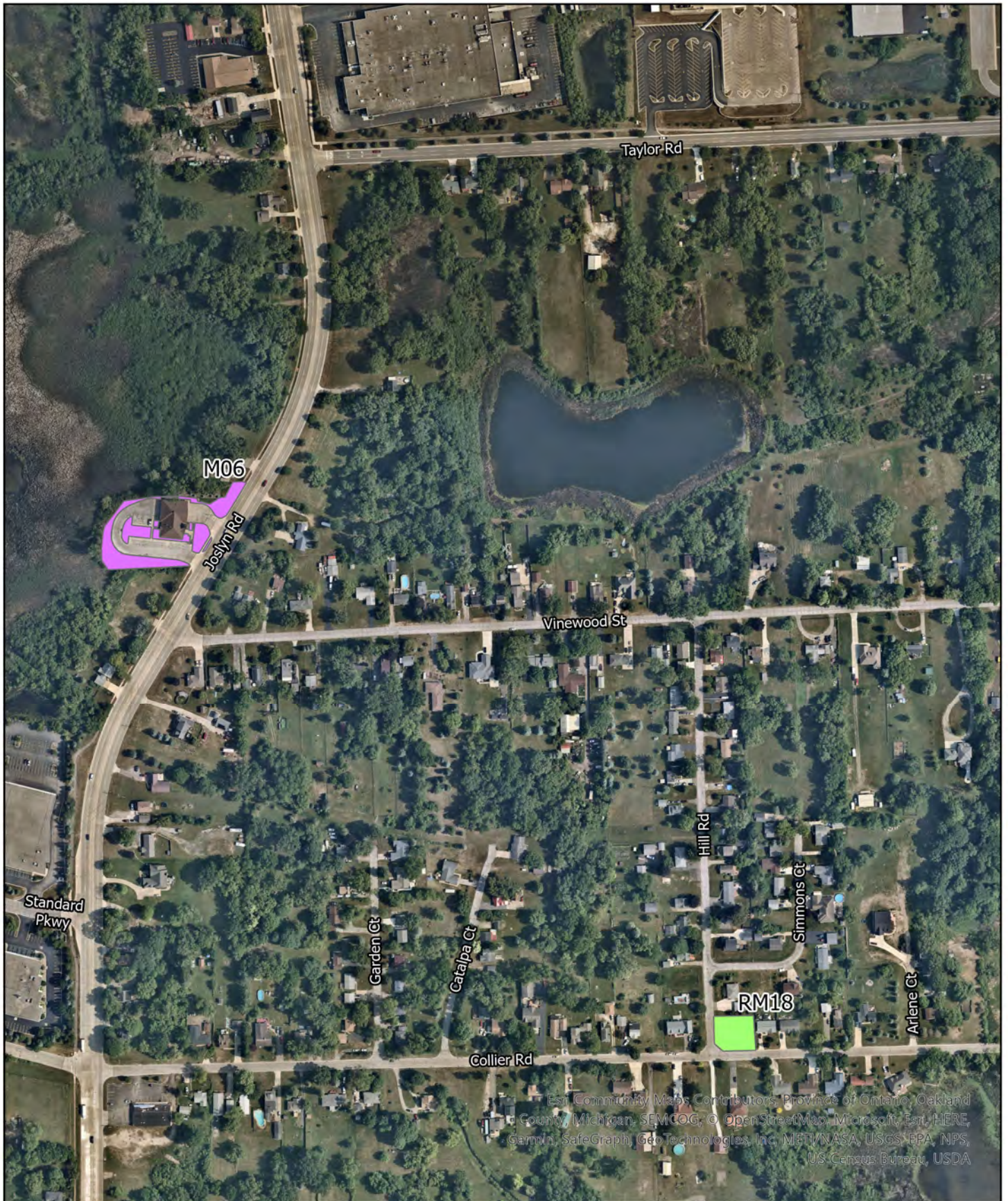


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- Rough Mowing



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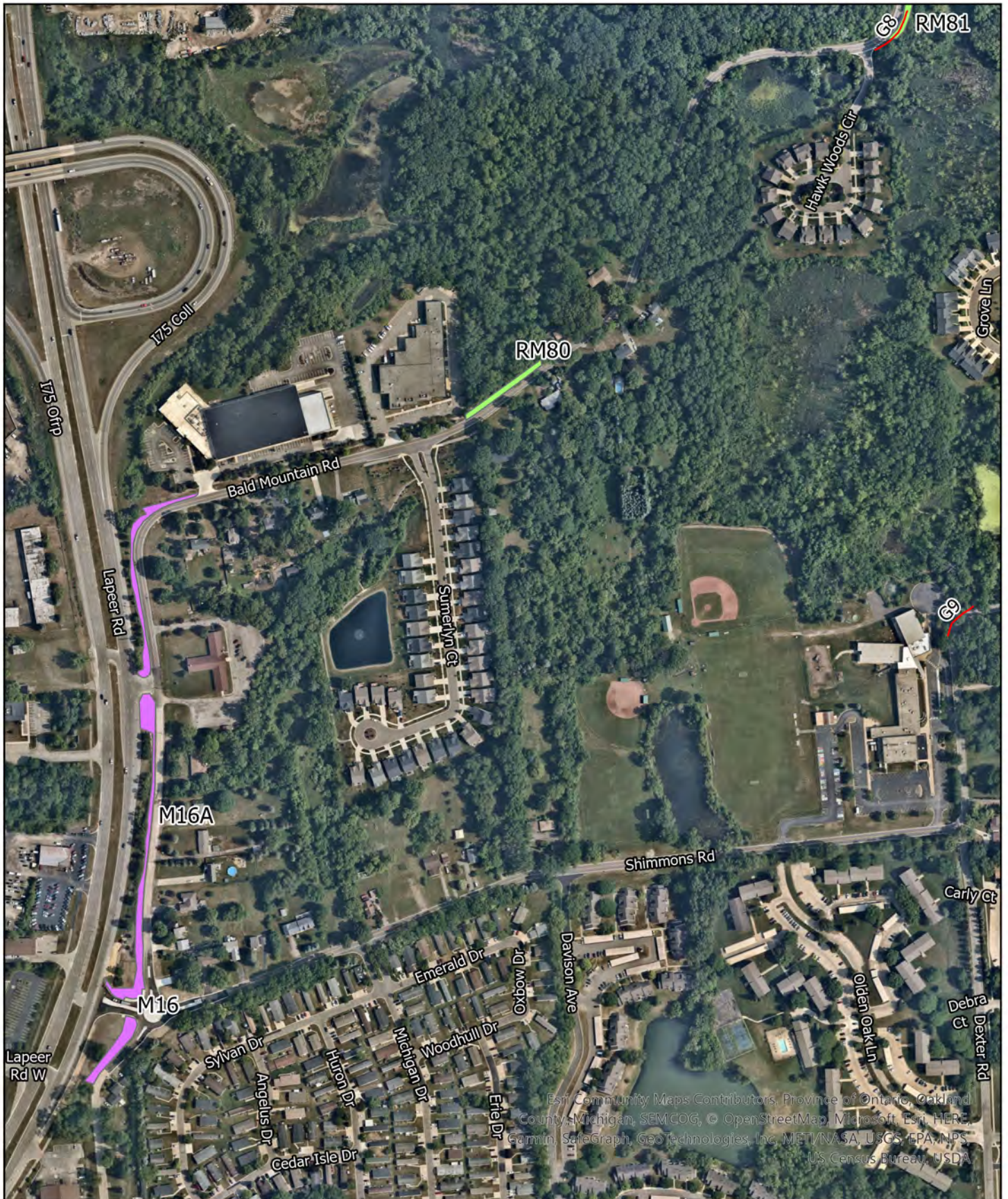
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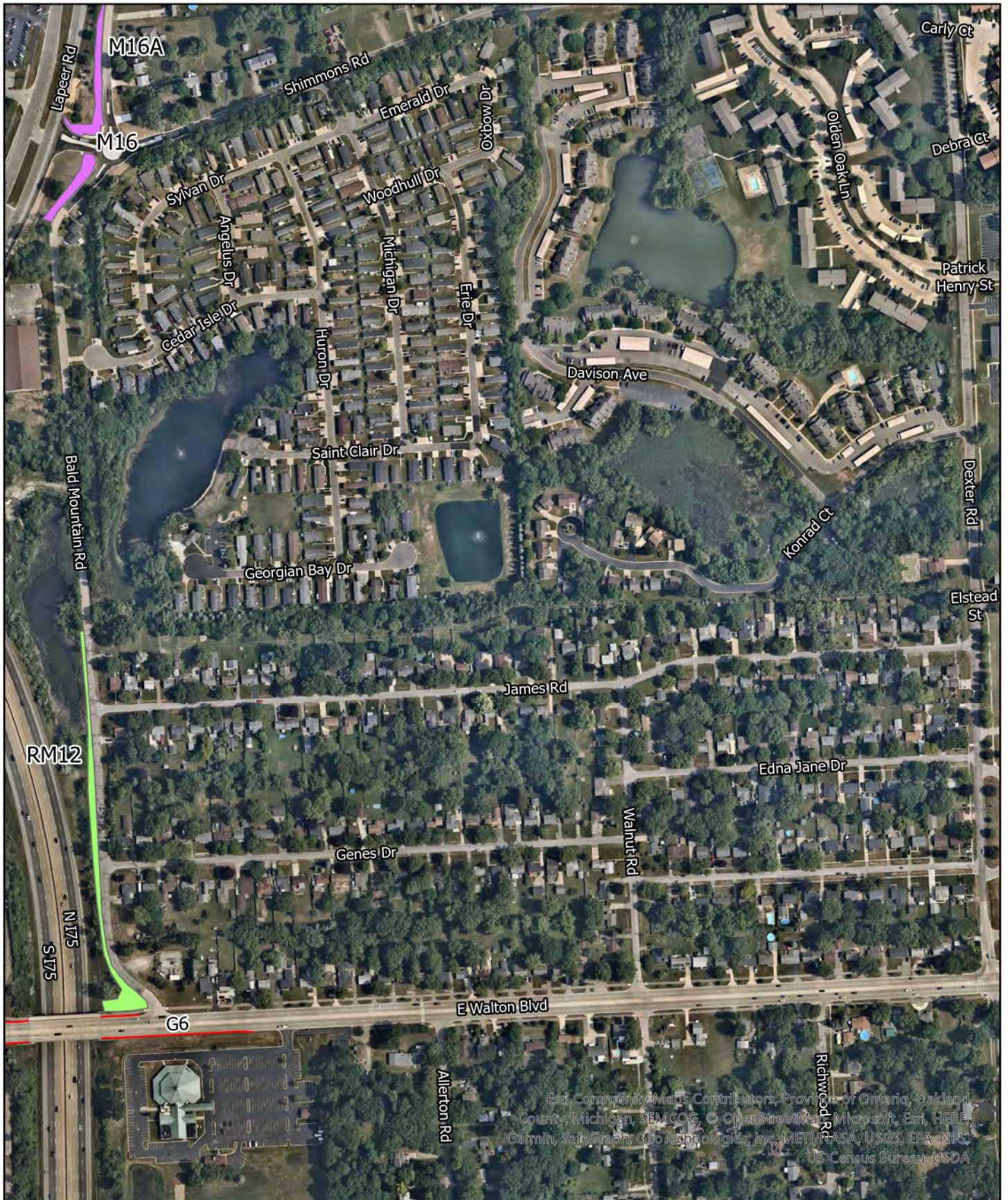
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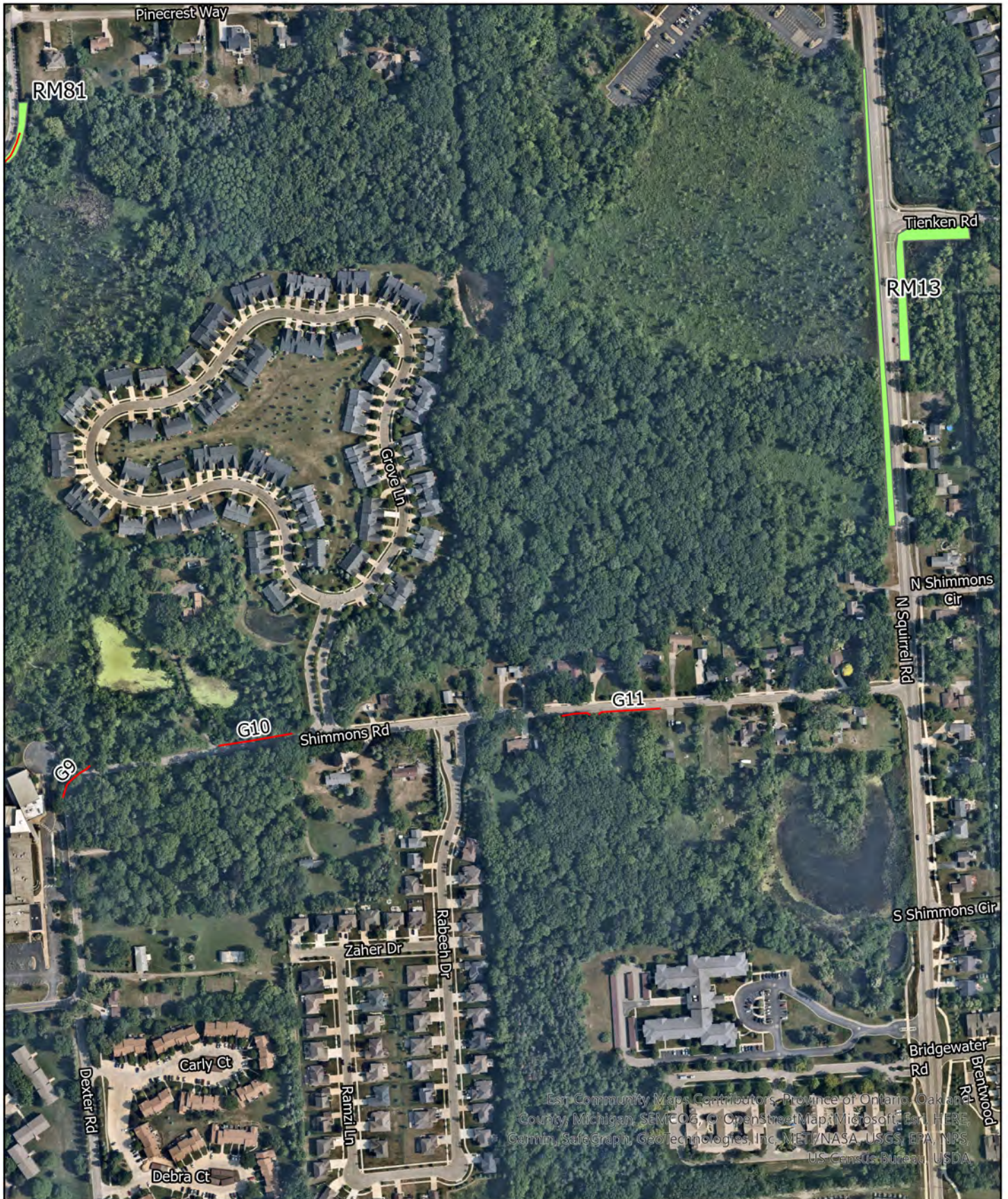


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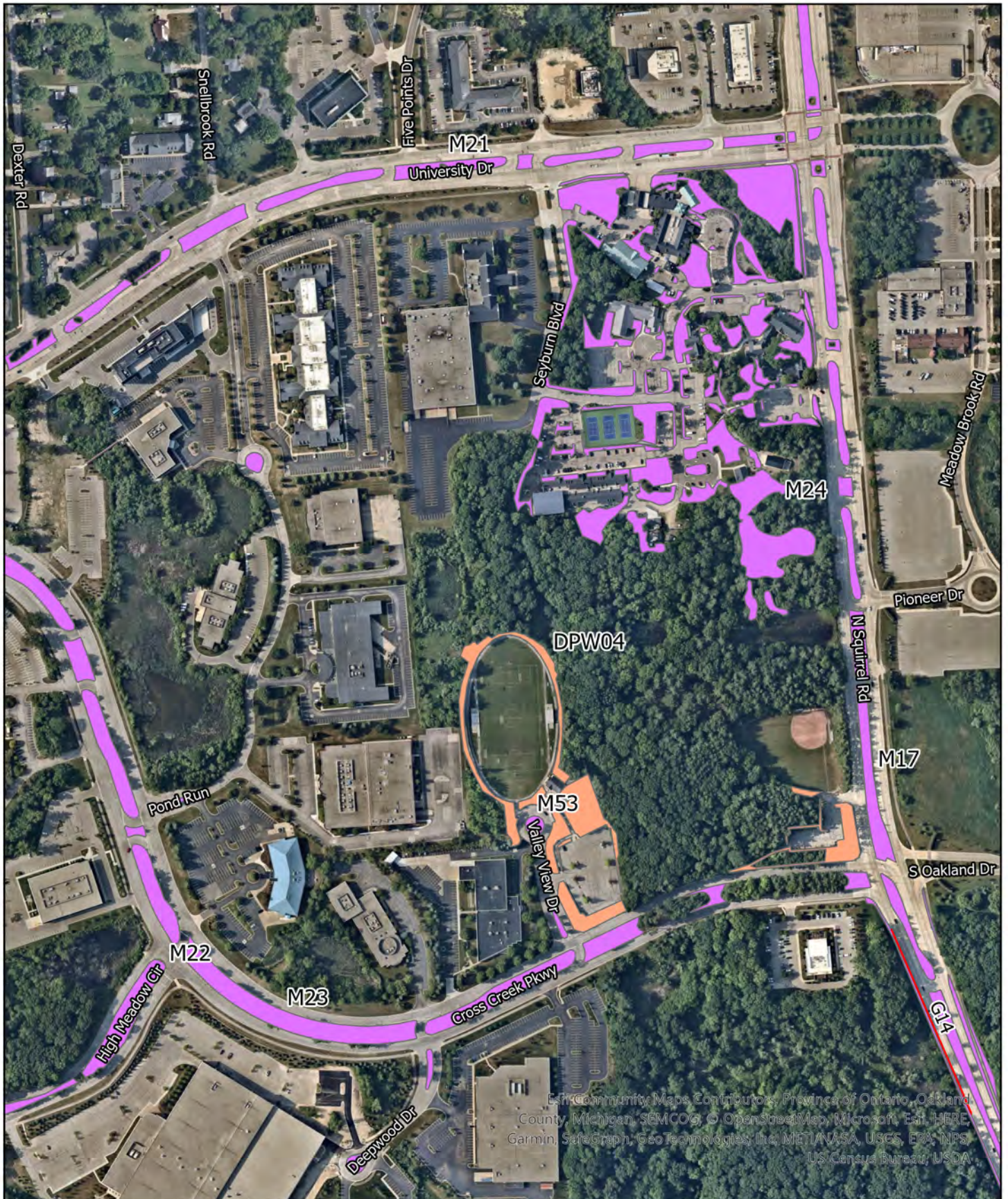
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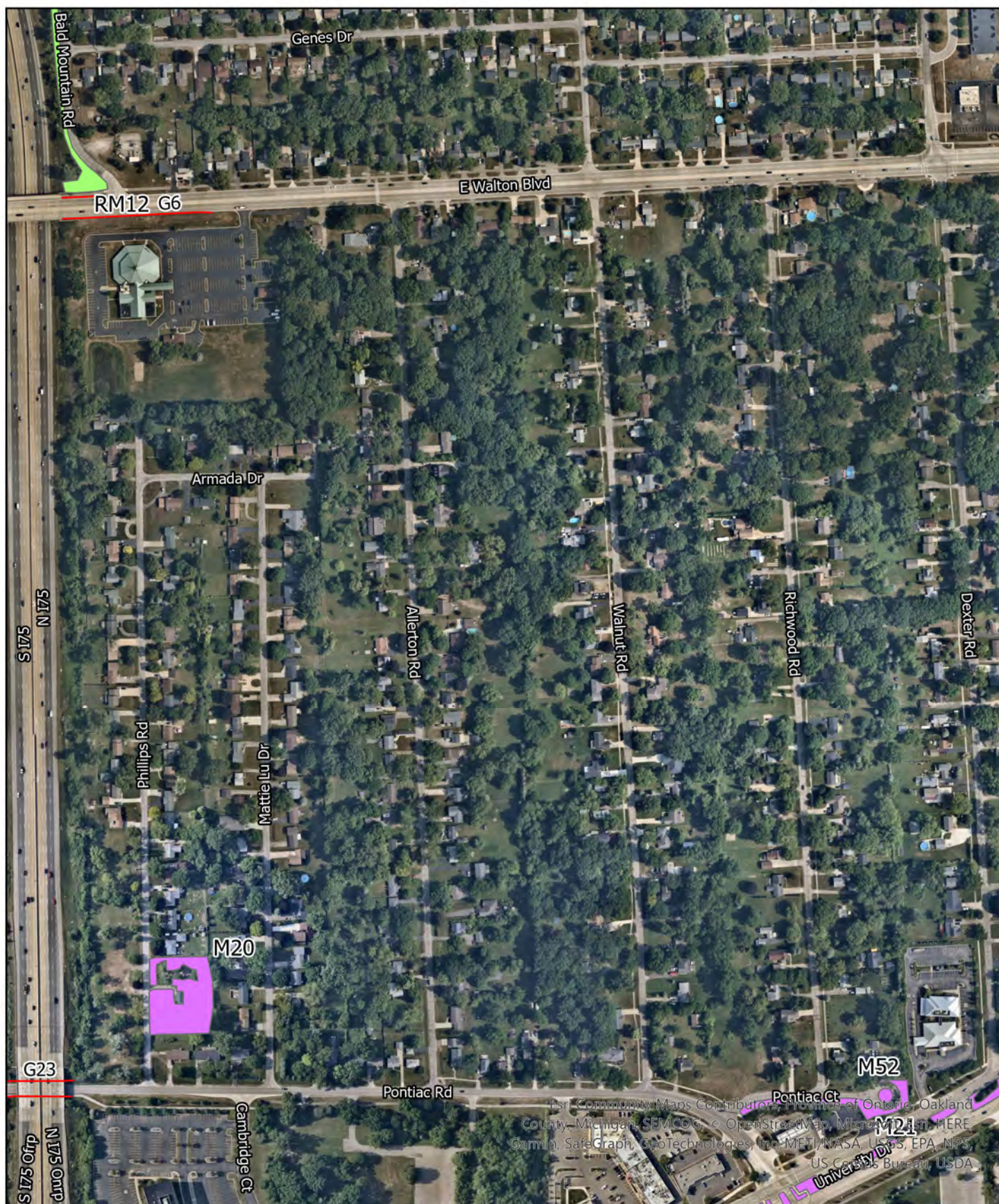
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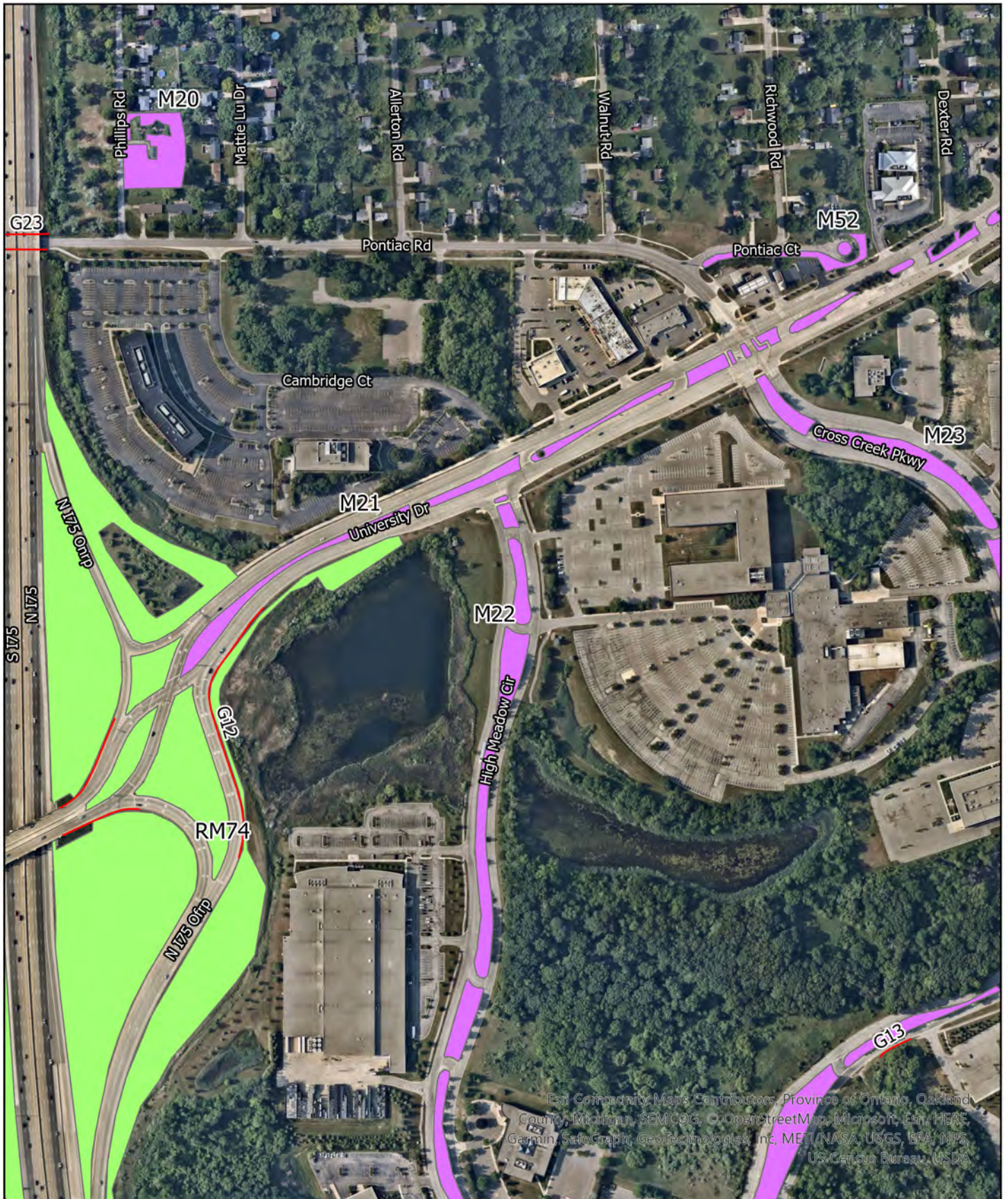
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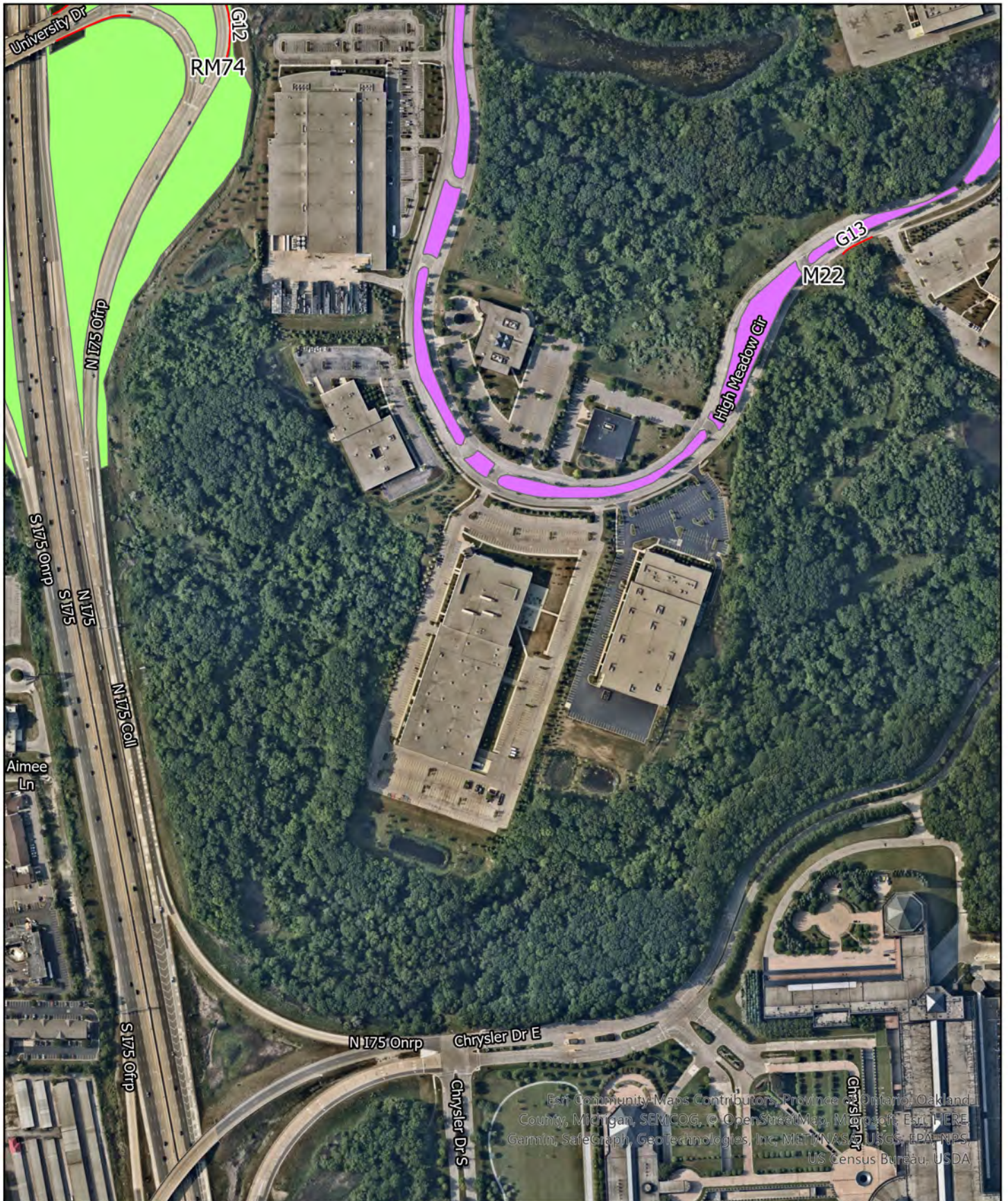
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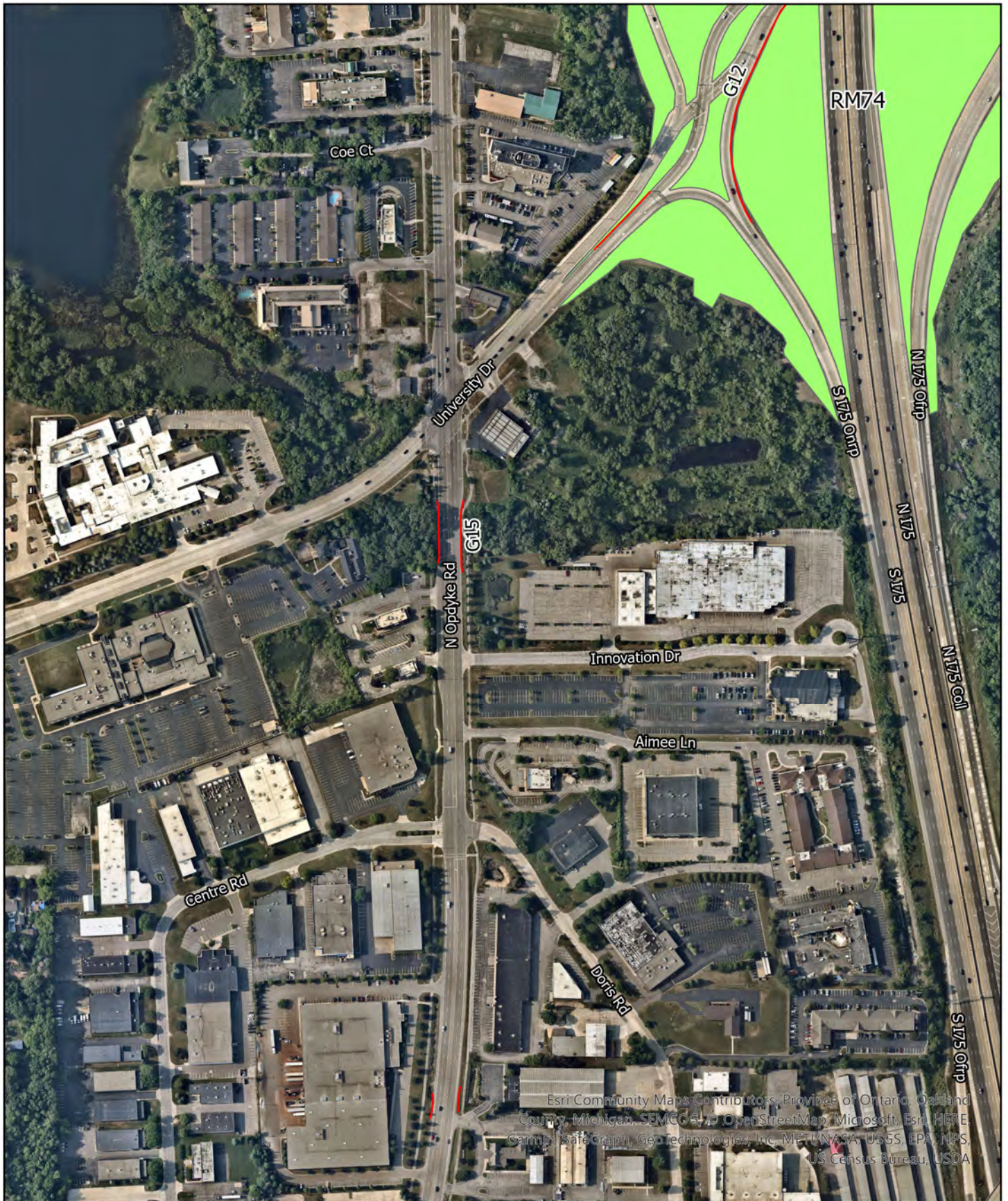
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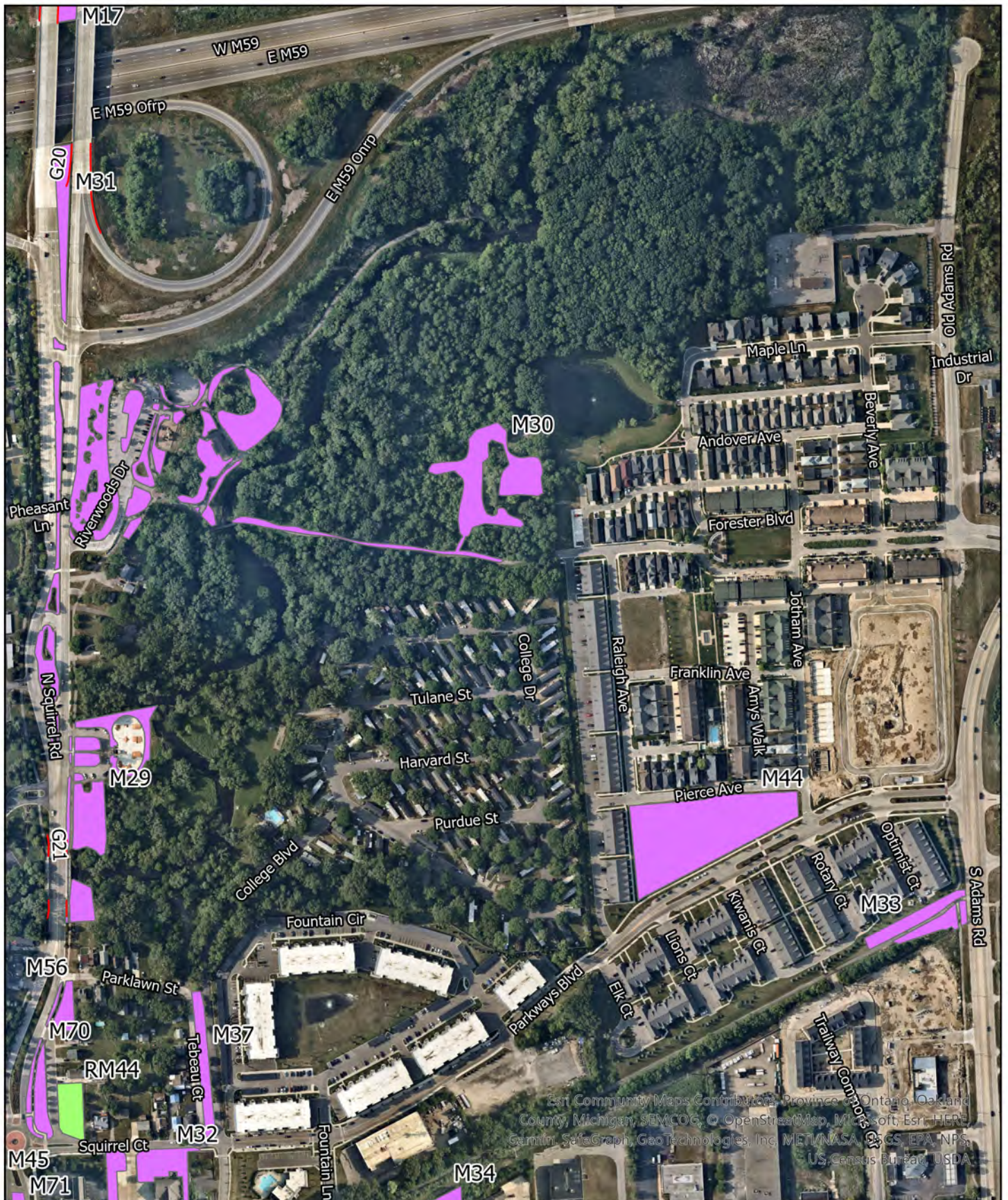
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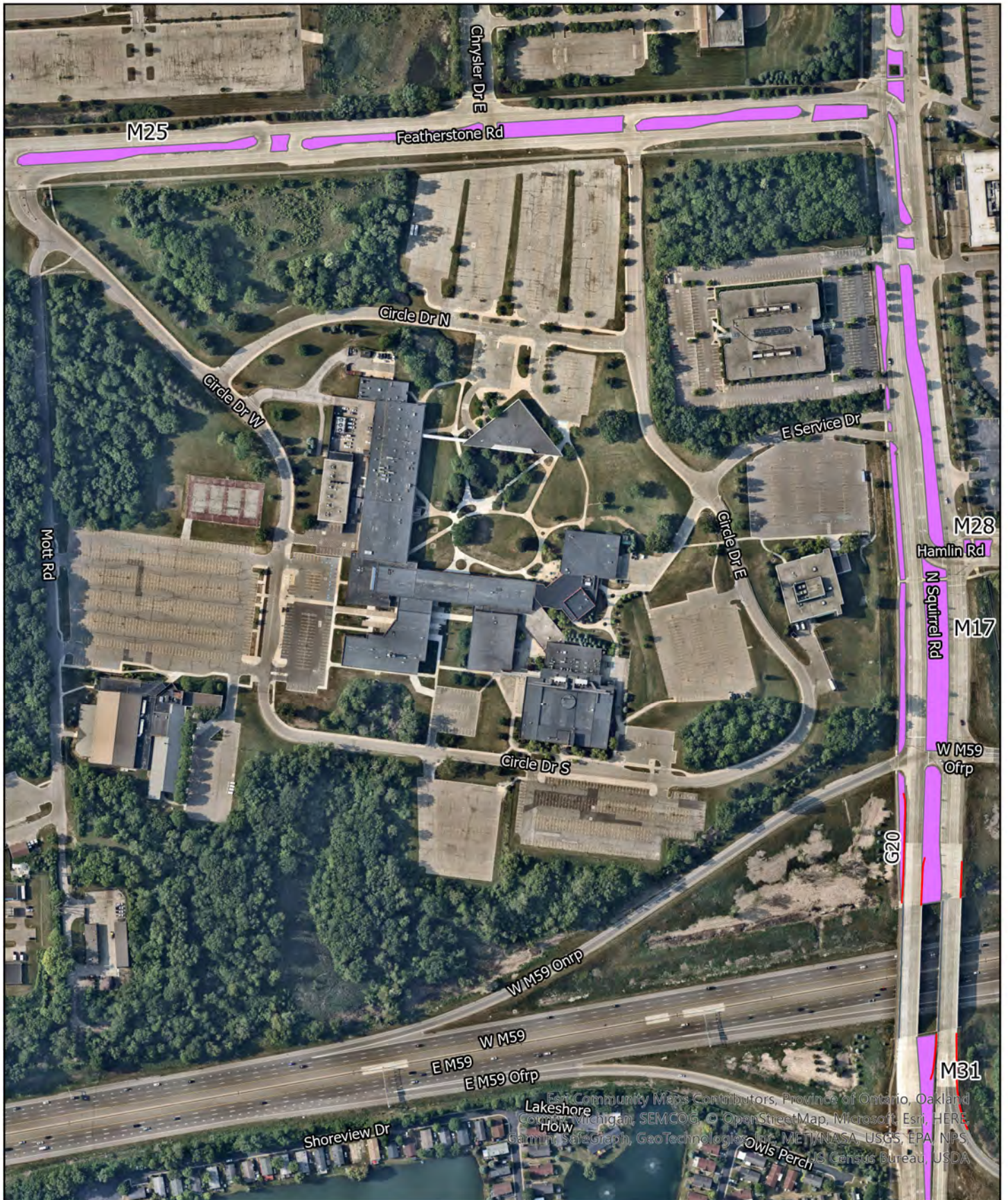
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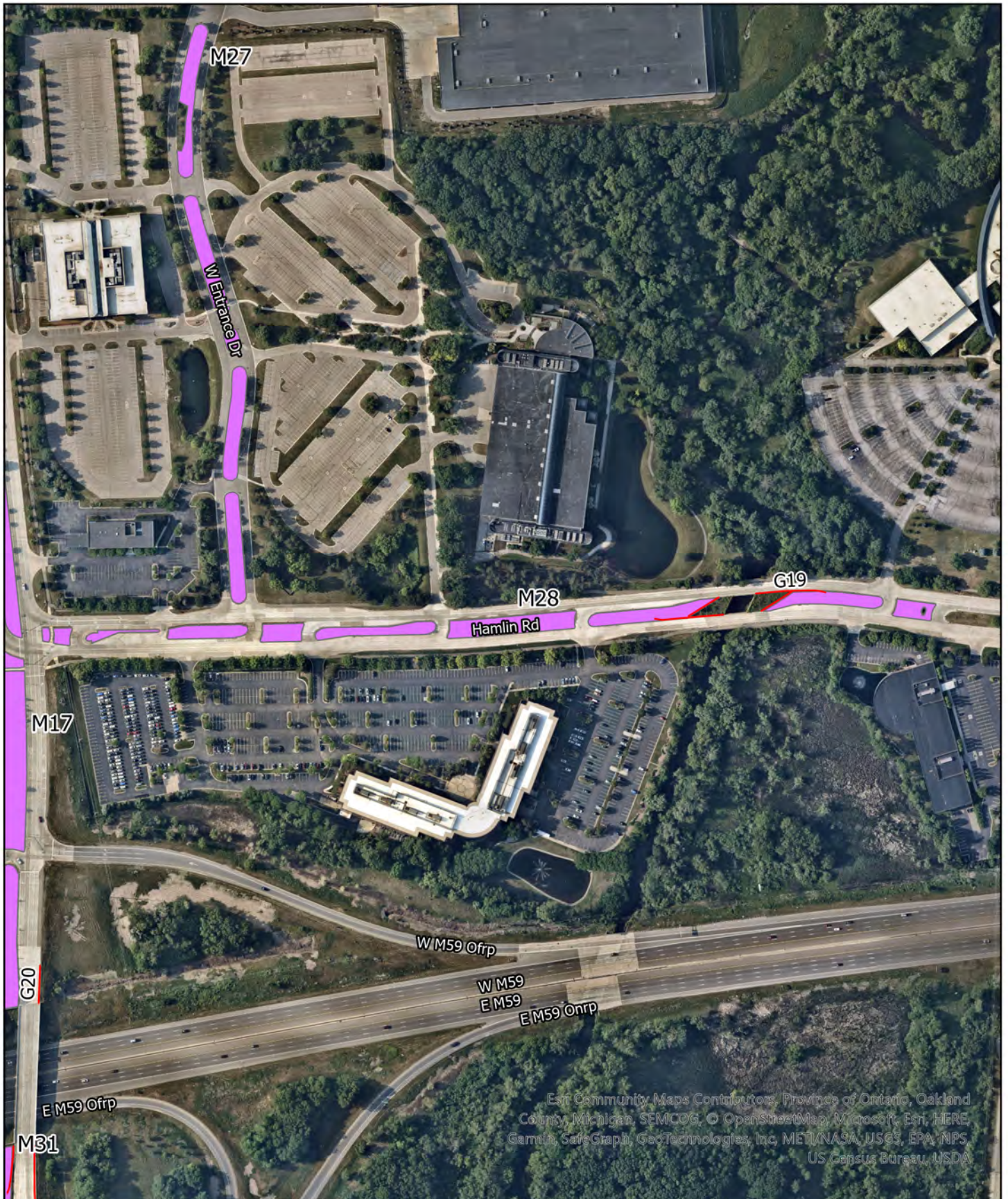
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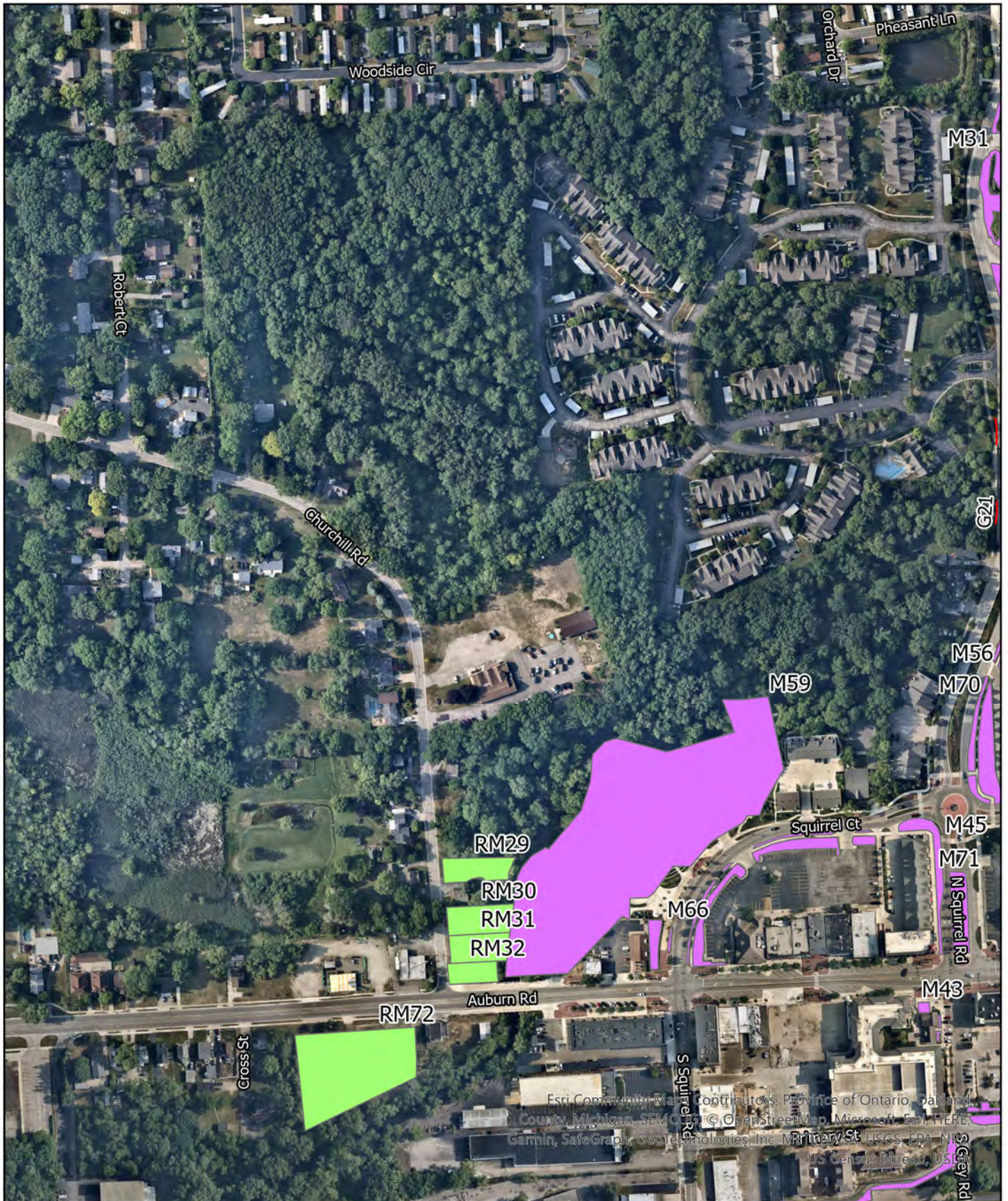
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- General
- Rough Mowing

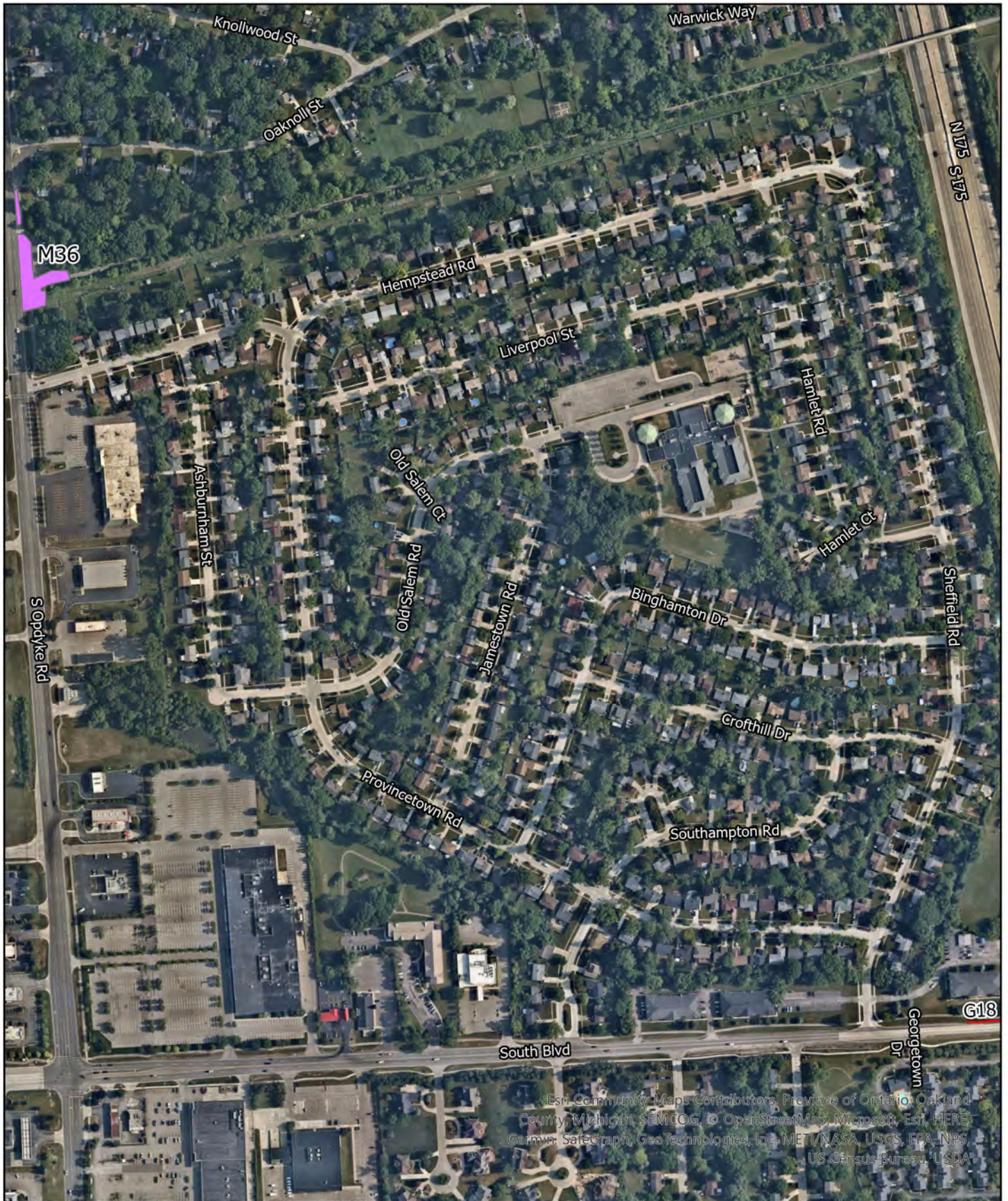
26SE



- Guardrails
- DPW
- General
- Rough Mowing

Est. Community Maps Contributors: Province of Ontario, Oakland County, Michigan, SEMCOG, © Open Street Map, Microsoft, Esri, HERE, Garmin, SafeGraph, Geo Technologies, Inc, METI, NASA, USGS, EPA, NPS, US Census Bureau, USDA

35SW



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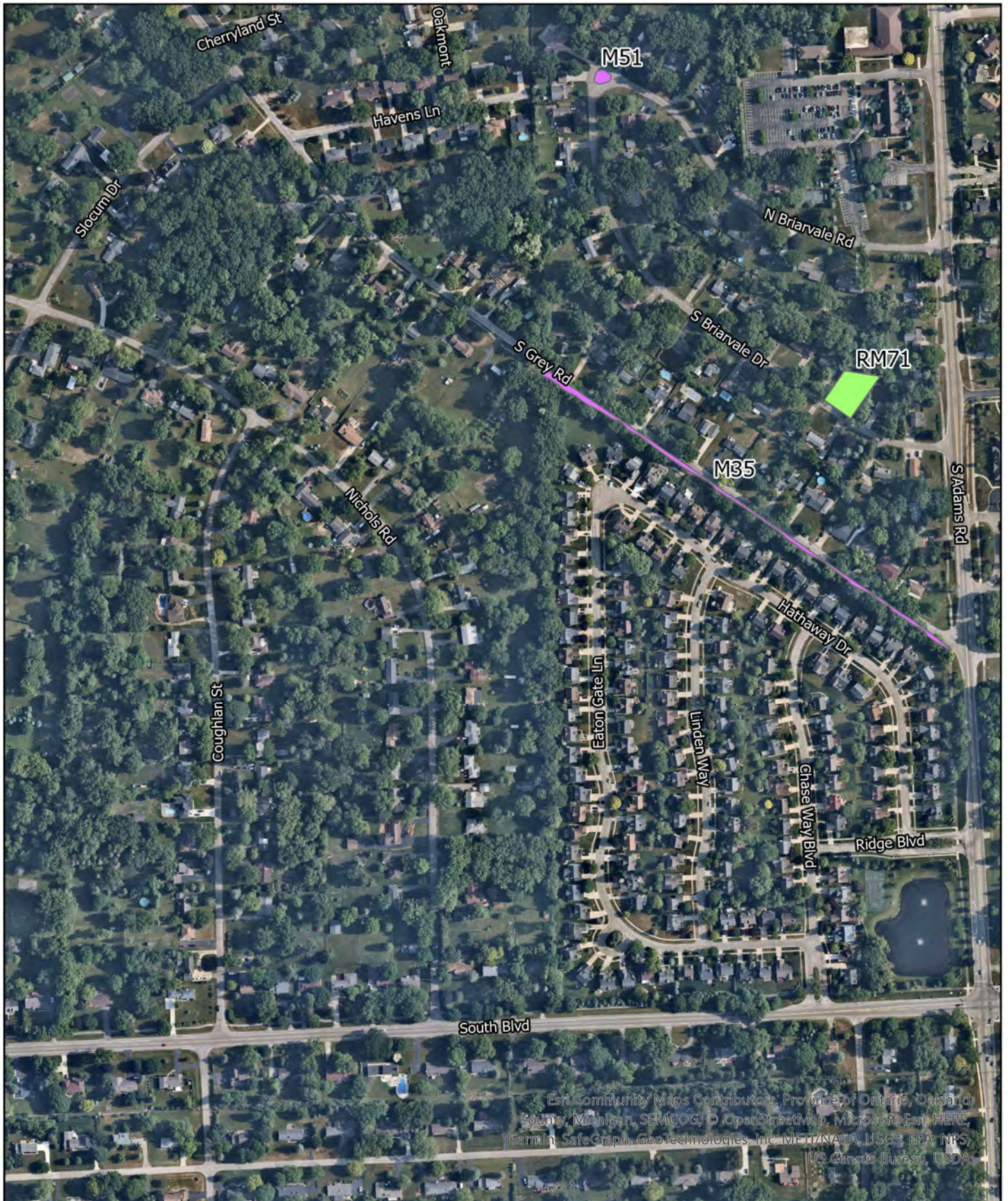
- Guardrails
- DPW
- General
- Rough Mowing

35NW



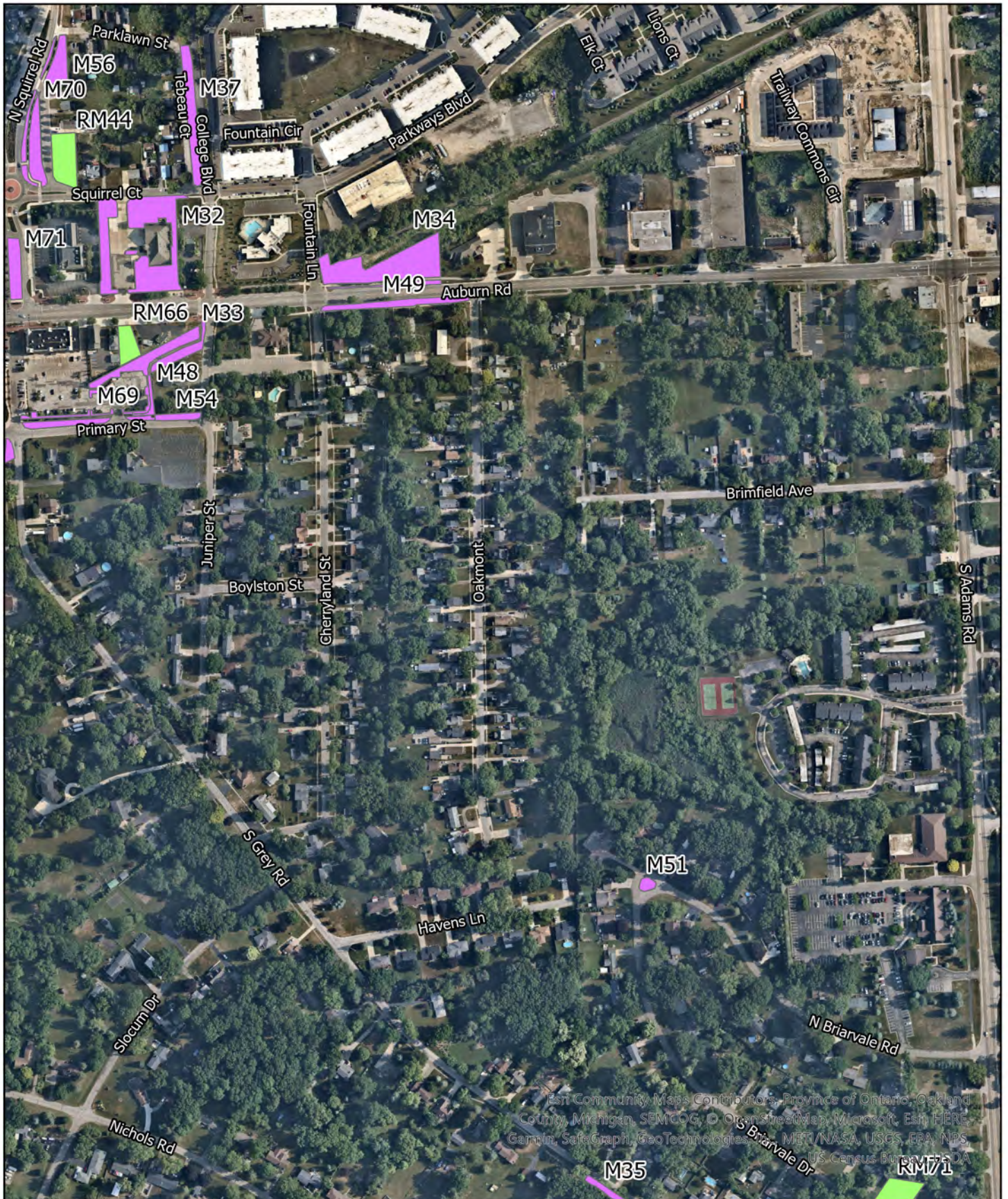
- Guardrails
- DPW
- General
- Rough Mowing

36SE



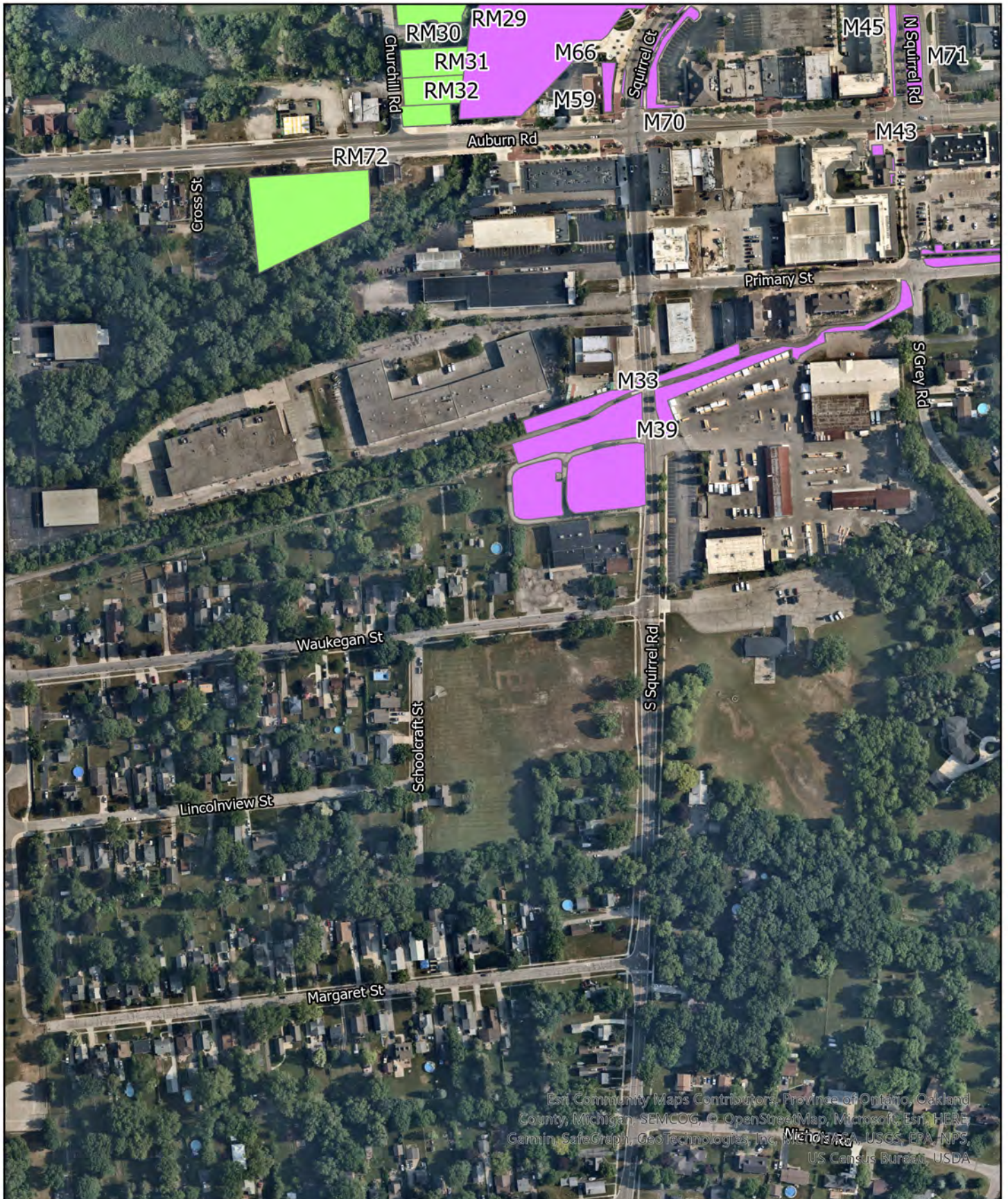
- | | |
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| — Guardrails | General |
| DPW | Rough Mowing |

36NE



- Guardrails
- DPW
- General
- Rough Mowing

36NW



- | | |
|------------|--------------|
| Guardrails | General |
| DPW | Rough Mowing |



BID ID: ITB-CAH-10-05-2023-001

BID NAME: Mowing Services

ITEM: Mowing, Rough Mowing & Guardrail Trimming

IMPORTANT DATES

10/05/23	THU	Bid Posting
10/12/23	THU	Pre-Bid Meeting 10am
10/19/23	THU	Bid Opening 10am

DUE DATE: October 19th, 2023 at 10:00 am EST

The City of Auburn Hills (City) is seeking bids from experienced and qualified contractors to provide general mowing services for certain roadside, boulevard, right-of-way, park and guardrail areas throughout the city. The services will include mowing, trimming and the removal of trash, leaves and debris. The contract shall run for three (3) years from approximately April 2024 through October 2026. Upon mutual agreement between the City and the Contractor, this bid can be extended for two (2) additional years, on an annual basis. The actual starting and ending dates will be determined by the City. There will be a mandatory **Pre-Bid meeting** held at the Department of Public Works 1500 Brown Road, on **Thursday, October 12, 2023 at 10:00 am EST.**

Sealed bids will be opened at 10:00 am EST on Thursday, October 19, 2023 in view of the public at the Office of the City Clerk, 1827 N. Squirrel Road, Auburn Hills MI 48326.

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

PREPARATION OF BID

- Unless otherwise approved by the City, all bidders must attend the **MANDATORY PRE-BID MEETING on Thursday, October 12, 2023 at 10:00am.** Bidders will meet at the Department of Public Works building at 1500 Brown Road Auburn Hills, MI.
- Each bidder shall furnish all information required on the bid form. Erasures or other changes must be initialed by the person signing the bid form.
- If there is any doubt as to the meaning of any part of the specifications or other conditions within this invitation, contact:

Tim Wisser	Mgr. of Municipal Properties	TWisser@auburnhills.org	(248) 364-6901
Pat Sawyers	Grounds Crew Leader	PSawyers@auburnhills.org	(248) 364-6913



SUBMISSION OF BIDS

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

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

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

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

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

GENERAL INFORMATION

- Pricing shall be stated in units of quantity specified in the Bid Document. In case of discrepancy in computing the amount of the bid, the unit price will govern.
- The proposal evaluation criteria should be viewed as standards, which measure how well a contractor's approach meets the desired requirements and needs of the City.
- All proposals shall be opened publicly at the date and time specified. Each shall be recorded with the name of the proposer. All proposals shall be in accordance with the Purchasing Ordinance and the requirements of this notice in order to be deemed "responsive."
- No proposal will be accepted from any person, firm, or corporation who is in arrears upon any obligation to the City or who otherwise may be deemed irresponsible or unreliable by the City.
- No proposal will be allowed to be withdrawn after it has been deposited with the City of Auburn Hills, except as provided by law. All proposers are held to prices proposed for 180 days or award, whichever comes first, except the successful proposer whose prices shall remain firm through contract expiration.
- Any deviation from the scope of work must be noted in the proposal.



- The Invitation to Bid document together with its addenda, amendments, attachments, and modifications, when executed, becomes the contract or part of the contract between the parties.
- Any proposal submitted which requires a down payment or prepayment of any kind prior to work completion and full acceptance as being in conformance with specifications will not be considered for award.
- All costs incurred in the preparation and presentation of this proposal, in any way whatsoever, shall be wholly absorbed by the prospective firm. All supporting documentation shall become the property of the City of Auburn Hills unless requested otherwise at the time of submission. The confidentiality or disclosure of any information submitted is governed by the Michigan Freedom of Information Act (FOIA). The City cannot promise, warrant or guarantee confidentiality nor will the information presented be exempt from disclosure under the FOIA. The City may honor requests for confidentiality only to the extent that FOIA permits.
- The City reserves the right to waive any informality in the proposal received, and to accept any proposal or part thereof, which it shall deem to be most favorable to the interests of the City of Auburn Hills.

Sub-Contractors Insurance Requirements

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

Scope of Services:

Contract covers services as described below, listed in the tables, and pictured in the attached maps. Work consists of:

- General Mowing, taking place on a weekly basis (plan for 28 cuts per season)
- Rough Mowing, taking place on a bi-weekly basis (plan for 14 cuts per season)
- Powered string trimmer service along guardrails (plan for 14 cuts per season)
- Removal of trash & debris on each occasion when services are performed
- Edging along sidewalks, roadways and other improved surfaces
- Blowing of cuttings off of sidewalks and other improved surfaces
- Removal of leaves from service areas (mulching of leaves in place is permitted)
- Visual inspection of all service areas when services are performed, and reporting to the City any open and obvious maintenance issues whether related to mowing services, or not. For example, if the mowing contractor were to observe a missing manhole cover or a power line down during the course of their work, they would be obligated to report their observations immediately.



Service areas range in size from very small parcels up to areas as large as 30 acres. Turf is a mixture of irrigated and non-irrigated turf. Contractors must have the available resources to accomplish all elements of the contract in a timely matter. Turf mowing is to be completed according to the enclosed specifications.

Service Dates

The City of Auburn Hills reserves the right to direct the contractor to skip services during times of drought conditions, saturated turf, or when in the City's sole judgement services should not be performed. Contractor will not bill the city for services that were not performed.

Contractor will coordinate with the City to determine a mutually agreed upon days when service will be provided. The City may alter these days from time to time for various business purposes such as avoiding city sponsored special events, etc.

Additions & Deletions

The City may add or delete service areas from the contract due to the acquisition of property, sale of property, or for other reasons as deemed appropriate by the City. The Contractor will add or remove fees in conjunction with any changes made to the service areas based on the per-unit pricing. Additional quantities will not exceed 10% of the value of the original contract.

Invoicing

Invoices shall be sent on a monthly basis, during the months in which services are being provided, or otherwise as mutually agreed between the City and the contractor. In order to assist the city with its bookkeeping requirements, contractor may need to invoice various services separately depending on location, work being performed, and the city's funding sources for the project area.

Service Areas

This document contains lists of the actual areas to be maintained, marked with the corresponding alphanumeric tags:

- "M" for General Mowing areas (weekly service)
- "RM" for Rough Mowing (bi-weekly service)
- "G" for Guardrail areas. (bi-weekly service)

Attachment #1 contains maps of the service areas.

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GENERAL MOWING AREAS "M"
Weekly Service

Label	Site Name	Acres	Service
DPW04	Multi-Sports Field	2.12	General
DPW12	Lake Angelus PRV station, East	0.16	General
M01	Brown and Joslyn	1.69	General
M02	DPW Facility	2.33	General
M03	Joslyn, south of Great Lakes Crossing Dr	0.45	General
M04	Pacific Drive	2.61	General
M05	Pacific and Taylor	0.04	General
M06	3253 Joslyn Rd (Fire Station 3)	0.59	General
M07	Atlantic Blvd	0.74	General
M08	Giddings, N of Taylor	0.52	General
M09	3799 Bald Mountain Rd (Hawk Woods)	4.14	General
M10	Baldwin Rd, from 3810 Baldwin to Brown Rd	2.3	General
M11	4220 Manitoba (Manitoba Park)	1.25	General
M12	Waller and N. Lake Angelus Rd PRV station	0.43	General
M13	Taylor Road	1.63	General
M14	Zelma Drive	0.37	General
M16	Phillips Rd, from Shimmons to 333 Bald Mountain	0.17	General
M16A	Phillips Rd, from Shimmons to 333 Bald Mountain	0.74	General
M17	Squirrel Road; North of Walton to M59	12.79	General
M18	Walton Blvd	1.34	General
M19	Fieldstone Barn	0.23	General
M20	2058 Phillips Rd (Dennis Dearing Park)	0.89	General
M21	University Drive	3.31	General
M22	High Meadow Court	4.97	General
M23	Cross Creek Parkway/Deepwood/Pond Run	4.53	General
M24	City Campus and Civic Center Park	7.28	General
M25	Featherstone Road	4.48	General
M26	Executive Hills	2.81	General
M27	West Entrance Dr	2.61	General
M28	Hamlin Rd from Squirrel to City Limits	1.47	General
M29	202 N Squirrel Rd (Skate Park)	1.09	General
M30	300 River Woods Dr (River Woods Park)	3.56	General
M31	North Squirrel from M-59 to Parklawn	0.89	General
M32	3483 Auburn Rd (Fire Station 1)	0.9	General
M33	Clinton River Trail	2.18	General



Label	Site Name	Acres	Service
M34	Auburn Rd, from College Blvd to Oakmont St	0.77	General
M35	Grey Road	0.35	General
M36	Opdyke Road-Clinton River Trailhead	0.41	General
M37	Tebeau Ct and College Blvd	0.31	General
M39	Aaron Webster Cemetery	0.92	General
M43	3388 AUBURN RD, DEN building	0.02	General
M44	Unknown parcel in Forrester Square complex	2.03	General
M45	Astoria Park Frontage, sidewalk only	0.13	General
M48	3455 Primary St	0.04	General
M49	Auburn Rd	0.2	General
M50	Baldwin PRV	0.13	General
M51	Briarvale	0.04	General
M52	Pontiac Court	0.34	General
M53	Valley View	0.11	General
M54	Juniper and Primary	0.07	General
M56	118 N Squirrel	0.15	General
M59	3311 Squirrel Ct, Riverside Park, main parcel	4.38	General
M66	3289 Auburn Rd	0.06	General
M69	3455 Primary	0.02	General
M70	Squirrel Ct; Parklawn to Auburn	0.62	General
M71	Squirrel Ct to Auburn Median (clock tower)	0.17	General

88.88 Acres
of General Mowing Services



ROUGH MOWING AREAS "RM"
Bi-Weekly Service

Label	Site Name	Acres	Service
RM09	Hillfield PRV	0.15	Rough Mowing
RM10	3211 Giddings	0.12	Rough Mowing
RM11	North Atlantic	0.2	Rough Mowing
RM12	Phillips and Walton	0.55	Rough Mowing
RM13	Squirrel and Tienkin	0.84	Rough Mowing
RM14	Churchill and Deray	0.19	Rough Mowing
RM18	Collier and Hill vacant lot	0.25	Rough Mowing
RM27	1761 N OPDYKE RD	0.39	Rough Mowing
RM29	38 CHURCHILL RD	0.19	Rough Mowing
RM30	20 CHURCHILL RD	0.22	Rough Mowing
RM31	10 CHURCHILL RD	0.2	Rough Mowing
RM32	3211 AUBURN RD	0.13	Rough Mowing
RM44	3405 Squirrel Ct	0.27	Rough Mowing
RM52A	2041 Auburn Rd, Top Portion (Kayak)	5.57	Rough Mowing
RM52B	2041 Auburn Rd Bottom Portion (Kayak)	3.89	Rough Mowing
RM53	NW corner of Hillfield & Auburn	0.32	Rough Mowing
RM58	Water Tower	0.33	Rough Mowing
RM66	Vacant lot West of Twist N Dip	0.14	Rough Mowing
RM71	Vacant lot on S Briarvale	0.3	Rough Mowing
RM72	3180 AUBURN RD	1.06	Rough Mowing
RM73	Dutton Road PRV	0.05	Rough Mowing
RM74	DDI	36.26	Rough Mowing
RM80	Bald Mountain 2	0.12	Rough Mowing
RM81	3570 Bald Mountain	0.1	Rough Mowing

51.84 Acres
of Rough Mowing Services



GUARDRAIL TRIMMING AREAS "G"
Bi-Weekly Service

Label	Description	Length (ft)	Service
G01	Harmon, East of Joslyn	1527	Guardrail
G02	Giddings, North and South of I-75	1117	Guardrail
G04	2000 Taylor Road, all guard rail in vicinity of	842	Guardrail
G05	Taylor & Lapeer	40	Guardrail
G06	Walton, East and West of I-75	1256	Guardrail
G07	Joy Road & Commonwealth Ave.	187	Guardrail
G08	Bald Mountain	164	Guardrail
G09	North of 3075 Shimmons Road	125	Guardrail
G10	Shimmons Road & Grove Lane	217	Guardrail
G11	West of 3386 Shimmons Road	265	Guardrail
G12	University Drive & I-75 (Diverging Diamond Intersection)	2759	Guardrail
G13	West of 3000 High Meadow Circle	113	Guardrail
G14	Squirrel Road between Cross Creek Featherstone	1319	Guardrail
G15	N. Opdyke Road University to Featherstone	716	Guardrail
G16	Opdyke from Executive Hills Boulevard to Warwick W	3524	Guardrail
G17	Auburn Road from Opdyke to Earl Ct. (numerous sect	1413	Guardrail
G18	South Boulevard, East and West of I-75	634	Guardrail
G19	West of 3850 Hamlin Road	549	Guardrail
G20	Squirrel Road at M-59	920	Guardrail
G21	Squirrel Road, South of the Skate Park (202 N. Squirrel	203	Guardrail
G22	Featherstone & I-75	2031	Guardrail
G23	Pontiac Road under I-75	416	Guardrail

20,388 ft
of Guardrail Services



Contractor's Experience, Qualifications & Ability to Perform

It is not the intent of the purchasing agency to assist in the creation or startup of a new firm. To assist in identifying the ability of the contractor to manage a project of this nature, please provide:

- Background and history of the firm
- Resumes of principals and managers
- Indicate years in business
 - Minimum of 5 years
- Location and business hours of a physical headquarters
 - Must have an established physical headquarters (firm cannot be run out of a residence, storage unit, etc.)
 - Indicate if the office is staffed and can receive calls during business hours
 - Indicate if the office can contact field staff during hours of operation
- Describe how mowing crews are managed and how clients can contact a foreman, Supervisor or Manager during business hours, but also outside of business hours when the crews are performing services
- List references of current clients that would demonstrate to the City that the contractor is well experienced and capable of managing a contract of this size
 - Government and school district references are preferred
 - Provide contact information, size, scope and dollar value for references provided
- List all certified applicators, state registered landscape architects, and other applicable industry professionals employed by the firm
- Provide background information on your project manager
 - Project manager must have three (3) years of experience in the industry
 - Describe the project managers experience and qualifications
 - The City must approve of the project manager prior to the contract start date
- Contractor must have 1 employee trained in setting up roadside safety work zones, or contractor must agree to send one of their employees to this training, within a reasonable time upon award of the contract as mutually agreed with the city, at contractor's expense

Equipment & Capabilities

List equipment available for turf maintenance, roadside warning signs, vehicles and the age of the units. Equipment shall consist of the following at a minimum:

- Wide cutting lawn mowers
- Walk behind lawn mowers
- String trimmers
- Trucks and trailers
- Signage and work zone warning equipment that meets Michigan Department of Transportation (MDOT) standards
- Contractor's employees must be uniformed and display the name of the Contractor



- Contractor's vehicles must be marked and display the name of the Contractor and phone number

Maintenance Standards

The contractor shall follow these maintenance standards which have been established for all turf and landscape areas. This maintenance standard has been developed to provide for safe and aesthetically pleasing roadside areas.

- Contractor shall furnish all labor, materials and equipment necessary to perform the services described in this document to the performance standards indicated
- The City reserves the right to terminate the contract if in its judgement the contractor performs the services at an unsatisfactory level
- Contractor's employees shall utilize Personal Protective Equipment while performing work on City property
 - Contractor and staff will observe all OSHA/MiOSHA standards
 - Contractor and staff will obey all laws, ordinances and codes
- When working along public roadways Contractor will establish proper work zones that meet all safety regulations including OSHA, MiOSHA and as required by the Manual on Uniform Traffic Control Devices (MUTCD). Employees working in these zones will wear high visibility vests in accordance with safety standards
- Contractors employees may not use tobacco in areas of the city where tobacco use is prohibited, they will not vape or consume cannabis. Where smoking is permitted, smoking should be done outside of public view
- Trash, Litter & Debris
 - All areas to be cut or serviced must be policed before service begins
 - Trash and litter should be removed before the start of any work to be performed
- Mowing
 - All equipment used shall have all deflector shoots and safety guards in place
 - Turf areas shall be mowed at 3-4" as often as necessary to maintain a neat, uniform appearance and to reduce grass clippings which would detract from the overall appearance of the area
 - The City may direct the contractor to adjust mowing height as needed
 - Grass shall not be cut shorter than 3 inches unless approved by the City in writing
 - Blades on cutting equipment must be maintained in a sharp condition to assure a clean, flat cut and avoid tearing/splintering of grass blades
 - Cutting shall be continuous unless otherwise directed by the City. In the event that this is not possible, excessive amounts of clippings shall be removed at no additional cost to the City
- Trimming
 - Turf shall be maintained at 3-4" in height along immovable objects such as trees, posts, buildings and fences



- Care must be taken to ensure that no live plantings (trees, shrubs, etc.) will be damaged in any manner. Damage to tree bark from string trimmers or any other source related to the work will be the financial responsibility of the contractor.
- Accidental damage to trees, posts, signs, irrigation components, buildings, roadways, vehicles, scalping of turf, or other damage must be reported to the City as soon as is reasonably possible, but no later than the end of the work day when the damage occurred
- Cost for damages caused by contractor activity will be the responsibility of the contractor including materials and labor
- No clippings are to be blown into traffic or travel lanes, left on paved surfaces, such as roadways, driveways, and sidewalks
- The City will select service days with input from the Contractor. Service days may change due to weather, avoidance of special events or other business reasons. If the contractor wishes to change service days then the contractor must communicate with the City and obtain the city's consent prior to making any changes
- The contractor shall check with the City and obtain the city's consent before cutting on Ozone Action Days

Communication & Reporting

All work completed must be reported to the Department of Public Works at the end of each work day, preferably by emailing a list of completed areas. The City will inspect the reported areas to assure compliance with the specifications.

All requests for service shall be handled as an urgent request. Phone messages shall be responded to within one hour. The City shall be provided with a single source contact, who will be the Project Manager, and will be responsible for handling all requests. The Project Manager is subject to approval by the City. The contractor will notify the City within one business day should the Project Manager be removed from this contract, and the City will have the option to review and approve any replacement Project Manager.

Contractor must provide the cellular, work and home phone numbers for purposes of communicating with the Project Manager. The City may require additional emergency contact persons from the firm at the City's discretion.

The contractor will furnish two letters from existing clients testifying to the responsiveness of phone calls and service requests.

Other Provisions

Termination without Cause – The City of Auburn Hills may terminate this Agreement for any reason by delivering written notice of termination to the Contractor no less seven (7) days before the effective date of termination, which date will be specified in the notice of termination.



Deviations – If any deviations from these specifications are required, they must be approved by the Department of Public Works in writing.

Change Orders – The City reserves the right to make changes from time to time in the character of the work and the length of the project, as may be necessary or desirable to ensure the completion of the work in the most satisfactory manner.

Extra Work – No extra work shall be performed without written authorization from the City. These authorizations may be in the form of a Change Order or an e-mail. Contractor will retain these authorizations in its files for the duration of the contract. Failure to retain written authorization for extra work will relieve the city of any obligation to pay costs for extra work

Performance Bond

The contractor whose bid proposal is accepted will furnish at his own expense, a performance bond in the amount of \$25,000 dollars made in the favor of the City of Auburn Hills. Release of which is conditioned upon the faithful performance of the Contractor's duties as set forth in this document, provided, however, that the performance of the bonding company under the term of this contract shall in no event exceed 12 months from the date of default of the Contractor. Said performance bond will be provided to the city prior to the award of the contract. Failure to provide the required bond will be considered a default and the bid will be rejected.

Should the Contractor fail, neglect, or refuse to perform his duties under the contract, the City shall exercise its right to call upon the Bonding Company issuing the Performance Bond to take over the duties vacated by default, following the date of such default.

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Insurance Requirements

Awarded contractor must provide proof of insurance coverage, as described below, to the satisfaction of the City, and must maintain the coverage for the duration of the contract. Proof of coverage must be received prior to the start of any work on city property.

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 and/or temporary events/special event 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:
 - \$1,000,000 each occurrence
 - \$2,000,000 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: \$1,000,000 combined single limit
- c. Commercial Umbrella (Excess) of at least \$4,000,000
- d. The Contractor shall insure the Contractor's equipment and property and the City and those persons and entities described in section 1(e) herein shall not be liable and/or responsible for any damage to said equipment and/ or property.
- e. 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 Downtown Development Authority, and their officers, employees, representatives and volunteers. The coverage shall be primary to the additional insured and not contributing with any other insurance or similar protection available to the additional insured. This shall not apply to the contractor's required worker's compensation/employer's liability.*
- f. The Description of Operation section of the Certificate shall also name or describe the project and/or event for which coverage is provided.

2. 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:

- \$500,000 E.L. each accident
- \$500,000 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 from an insurance company acceptable to the City of Auburn Hills.

3. Hold Harmless/Indemnification Agreement

It is further required that all contractors providing services or performing duties for the City of Auburn Hills and/or its Authorities shall enter into a Hold Harmless/Indemnification Agreement with the City and all other entities as set forth in section 1(e) herein, in which Agreement the Contractor and its employees, representatives and agents agrees to release, indemnify, defend, and hold harmless the City of Auburn Hills, including all elected and appointed officials, all employees, representatives, and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Downtown Development Authority, and their officers, employees, representatives and volunteers from any injuries, liability, damages, expenses, attorney's fees, causes of action, suits, claims or judgments, costs, incurred and/or arising from the Contractor's performing its work, jobs, duties and/or any other actions and/or omissions of the Contractor and/or its employees, representatives and/or agents pertaining to and/or in connection with the Activity.

4. Certification 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.



It is understood and agreed that thirty (30) days advance written notice of cancellation, non-renewal, reduction and/or material change in coverage shall be mailed to:

- i. City Clerk's Office
City of Auburn Hills
1827 North Squirrel Road
Auburn Hills, MI 48326

5. Sub-Contractors Insurance Requirements

If approval is granted by the City of Auburn Hills for a Contractor to subcontract any or all of such contract to others, then prior to commencing the subcontract, the City's contract or agreement with the Contractor shall stipulate that the Contractor will require their subcontractor agreements to carry the same limits as required by the City of the Contractor.

6. Requirement as Part of Contract

These insurance requirements shall be expressly contained in and/or incorporated by reference into the contract executed between the contractor and the City.

7. OTHER INSURANCE REQUIREMENTS THAT MAY BE APPLICABLE DEPENDING ON SCOPE OR TYPE OF WORK. IF CHECKED, THESE REQUIREMENTS ARE MANDATORY TO THE CONTRACT AND SHALL BE INCLUDED IN CONTRACT AND PROVIDED TO THE CITY AS DIRECTED.

a. 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 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 from an insurance company acceptable to the City of Auburn Hills.

b. Professional Liability (_____)

If the Contractor is providing professional services/work, then the Contractor shall procure and maintain during the life of the contract Professional Liability insurance in the amount of \$1,000,000. Evidence of such coverage must be provided to the City. (Professional services is defined but not limited to architects, builders, engineers, agents, attorney).

c. Cyber Liability (_____)



Cyber Liability Insurance with limits of at least \$1,000,000 and this policy shall include \$1,000,000 of third party liability. Required if the contractor is providing technological services (includes but not limited to programming of any systems/services, anything accessing private City data, or is related to phones/telecommunications/computers/electronic data/banking services).

**d. Employee Dishonesty
(w/third party endorsement) (_____)**

Employee Dishonesty coverage with limits of at least \$1,000,000 w/ third party of endorsement. Required when contractor is working on site in city owned buildings. May be required when contractor is working on site on city owned property.

2. Temporary Events and/or Special Events

With respect to temporary events and special events, the City shall have the discretion to amend some or all of the insurance requirements set forth in this document upon request of the applicant and review by the City. Determination of such amendment will be solely at the discretion of the City and the City's consultants and such determination will consider the type of services being provided and any and all potential risk to City. Applicants granted amended insurance requirements for any event must request such amendment each event and or occurrence of such event that is separately contracted with the City. An applicant or vendor which utilizes fireworks or alcohol may not be considered for waiver and must be evaluated for additional licenses and permits. All applicants, at a minimum, must enter into a Hold Harmless/Indemnification Agreement as described in Section 9 herein.

Hold Harmless/Indemnification Agreement

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



CITY OF AUBURN HILLS
HOLD HARMLESS AGREEMENT

As required for approval of the Mowing & Guardrail Services Contract
 (Activity)

Green Meadows Lawnscape, Inc. herein after referred to as **Green Meadows**
 (Name of Company) (Abbreviated Name Form)

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

In addition, **Green Meadows** agrees to furnish an ACORD certificate of insurance
 (Abbreviated Name Form)

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

Name of Company

Green Meadows Lawnscape, Inc.

By Thm P. Decker

Dated 10/19/2023

Witnesses

Anna Wilson

Don D. Decker



BID PROPOSAL FORM
Auburn Hills Mowing & Guardrail Services
ITB-CAH-10-05-2023-001

Name: Green Meadows Lawnscape, Inc.

Address: 2359 Avon Industrial Drive

City/State: Rochester Hills

Zip Code: MI, 48309

Phone: (586)254-7775 Tom Cell - (586)855-3769

Email: greenmeadowslawnscape@yahoo.com

Years in Business: 33

Bidder is able to provide insurance coverages as listed in the bid packet? yes

Background information on principles & firm is included in submittal? yes

References are included in the submittal? yes

2 letters attesting to the contractor's responsiveness are attached no

CONTRACT PRICING

Price, per year, for General Mowing Services: \$121,943.36

Price, per year, for Rough Mowing Services: \$35,562.24

Price, per year, for Guardrail Trimming: \$18,553.08

Total Cost, per year for all services: \$176,058.68



ITB-CAH-10-05-2023-001

UNIT PRICING

The per-unit pricing will be used when adding or deleting quantities to the contract

Cost, per acre, for General Mowing: \$49.00

Cost, per acre, for Rough Mowing: \$49.00

Cost, per linear foot, for Guardrail Trimming: 0.065

The undersigned has reviewed the bid packet, specifications, requirements and attachments in their entirety, and submits this Bid Proposal with the necessary supporting documentation.

Thomas D. DeClerck

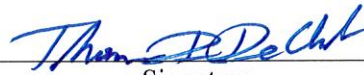
Printed Name

10/19/2023

Date

President

Title



Signature

City Approval;

Printed Name

Date


Title

Signature

BID ITEM: Mowing Services
BID OPENING DATE: October 19, 2023
BID OPENING TIME: 10AM
ATTENDED BY: Wisser, Klassen



COMPANY NAME	ADDRESS		Price per Year General Mowing	Price per Year Rough Mowing	Guardrail Trimming	Total Cost per year for ALL services	Price per acre General Mowing	Price per acre Rough Mowing	Cost per linear foot Guardrail Trimming
Russell Landscaping, Inc	25305 Little Mack, Ave., St. Clair Shores, MI		\$205,128.00	\$71,176.00	\$18,410.00	\$294,714.00	\$70.00	\$84.00	\$0.03
Timberland Landscape	2005 Pontiac Rd, Suite D, Auburn Hills, MI		\$136,875.00	\$39,917.00	\$17,640.00	\$194,432.00	\$55.00	\$55.00	\$0.07
NET Solutions	17151 Rowe St., Detroit, MI		\$311,080.00	\$90,720.00	\$36,960.00	\$438,760.00	\$125.00	\$125.00	\$120.00
Green Meadows Lawnscape	2359 Avon Industrial Dr., Rochester Hills, MI		\$121,943.36	\$35,562.24	\$18,553.08	\$176,058.68	\$49.00	\$49.00	\$0.0650000

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

also send results to:
Steve Baldante



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 7J
CITY MANAGER'S OFFICE

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager
Submitted: November 1, 2023
Subject: Motion – To Approve Purchase of New Administrative Vehicle & Sale of Existing One

INTRODUCTION AND HISTORY

The current administrative vehicle assigned to the City Manager is a Dodge Durango with an eight-cylinder engine. The vehicle is on our replacement schedule to be sold and we expect it to command a favorable sales price due to its excellent condition and market demand. It is our desire to replace the vehicle with something far more fuel-efficient while acquiring something that is practical for city business purposes. A mid-size SUV-type vehicle is adequate but limits choices. It remains to be seen what vehicle may be purchased, but ideally, we are attempting to meet the following requirements which, believe it or not, are not easily met.

- A moderately appointed vehicle under \$44,000 (the current Durango stickered at \$54,000 three years ago).
- A vehicle that is fuel-efficient. A gas only vehicle achieving miles-per-gallon at least in the low to mid 20's, or a hybrid vehicle with the potential of achieving miles-per-gallon at least in the low 30's.
- A vehicle appropriate for its use, which is a mid-size crossover or mid-size SUV.

Obtaining the kind of vehicle described above is challenging at this time and isn't found in our typical sources for pre-bid vehicles. As a result, staff is seeking permission to utilize an alternate process of getting pre-approval from City Council to obtain three quotes for a vehicle that matches the above requirements, regardless of brand, not-to-exceed a sticker price of \$44,000 and is readily available in-stock at a dealership.

STAFF RECOMMENDATION

City Council pre-authorize the purchase of an administrative vehicle assigned to the City Manager using a method of obtaining three quotes and authorize the sale of the Dodge Durango R/T utilizing an auction or sealed bid method commonly used by the City.

MOTION

Move to authorize the purchase of an administrative vehicle not-to-exceed a sticker price of \$44,000 under the terms and conditions contained in this memo, and simultaneously authorize the sale of the Dodge Durango R/T.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 9A

COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Steven J. Cohen, AICP, Director of Community Development
Submitted: October 30, 2023
Subject: Motion – Approval of a One-Year Extension of the Special Land Use Permit, Site Plan, and Tree Removal Permit / Clean View Car Wash

INTRODUCTION

This is a request for a one-year extension of the City Council's November 28, 2022 approval of Clean View Properties LLC's request to construct a 16,307 sq. ft. automobile laundry on a 1.78-acre parcel located at 3909 Auburn Road. The property is zoned B-2, General Business District. Clean View Properties, LLC intends to start construction on the project by Summer 2024. The proposed site plan design still complies with all applicable City Ordinances.



Rendering of the proposed building looking north from Auburn Road

STAFF RECOMMENDATION

Staff has no objection to the extension request.

RECOMMENDED ACTION

“Move to approve a one-year extension of the Special Land Use Permit, Site Plan, and Tree Removal Permit for Clean View Car Wash. The approval shall expire on November 28, 2024.”

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



October 13, 2023

Re: for 3915 Auburn Road - Clean View Auto Wash

Mr. Steve J. Cohen, AICP, PCP
Director of Community Development
1827 North Squirrel Road
Auburn Hills, MI 48326

Clean View Auto Wash respectfully requests an extension of the site plan approval granted on 11/28/22. We will start construction in summer of 2024 and open by winter of 2025. We would like to extend the approval for one year until 11/28/24.

Please find enclosed the requested fee for \$425.

Please feel free to contact me at 586-524-9397 with any questions.

Sincerely,

Frank Toma

Clean View Auto Wash - President



CITY OF AUBURN HILLS
REGULAR CITY COUNCIL MEETING
MINUTES - EXCERPT

NOVEMBER 28, 2022

CALL TO ORDER: Mayor Pro Tem Carrier at 7:00 PM.

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

Present: Mayor Pro Tem Carrier, Council Members Cionka, Hawkins, Knight, Marzolf

Absent: Mayor McDaniel, Council Member Verbeke

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Attorney Beckerleg, City Clerk Pierce, Police Chief Gagnon, Deputy Police Chief McGraw, Fire Chief Massingill, Community Development Director Cohen, Finance Director Schulz, Accountant Winter, Senior Services Director Adcock, DPW Director Baldante, Management Assistant Hagge, Engineers Juidici & Cousino

55 Guests

4. NEW BUSINESS

9a. PART ONE – Motion – To approve the rezoning of 3915 Auburn Road from I-1, Light Industrial to B-2, General Business zoning district

PART TWO – Motion – To approve the Special Land Use Permit, Site Plan, and Tree Removal Permit / Clean View Car Wash

Mr. Cohen explained the request from Clean View Properties for a rezoning, special land use permit, site plan and tree removal permit to allow a car wash to be constructed at 3915 Auburn Rd. The request includes rezoning the parcel from I-1 Light Industrial District to B-2 General Business District. The site is surrounded by non-residential zoned properties, is designated for non-residential land use in the City's Master Land Use Plan, and is designated as a "business park" classification in the Village Center Neighborhood Master Plan.

Mr. Cohen explained the request further includes constructing a 16,307 square foot car wash on the site, which includes a car wash tunnel and fifteen indoor vacuum stations. He noted that the applicant complied with the City's requests addressing the nuisance concerns raised by residents. He noted that it was determined that the car wash would have a minimal impact on the surrounding area and will meet or exceed the City's zoning requirements. Construction is expected to begin in April, 2023 and will take one year to complete.

Mr. Hawkins acknowledged the concerns expressed by residents and noted the Planning Commission report addressed each of the concerns. He questioned the Brownfield concerns with the site and whether four to five months is enough time for the remediation.

Frank Toma, owner of Clean View Car Wash, stated that they have received bids to clean the site and is hopeful to have the facility opened in 12 – 18 months. He confirmed for Mr. Knight that projections were done and there is a business case for this site.

Mr. Marzolf noted that a good discussion was held at the Planning Commission meeting. It is a great opportunity to develop a site that is currently in poor condition.

Moved by Marzolf, Seconded by Knight.

RESOLVED: To accept the Planning Commission's recommendation and approve the rezoning of 3915 Auburn Road from I-1, Light Industrial to B-2, General Business District. The rezoning shall be referenced as Ordinance No. 22-933. (Attachment D)

VOTE: Yes: Carrier, Cionka, Hawkins, Knight, Marzolf

No: None

Resolution No. 22.11.178

Motion Carried (5 - 0)

Moved by Knight, Seconded by Cionka.

RESOLVED: To accept the Planning Commission's recommendation and approve the Special Land Use Permit, Site Plan, and Tree Removal Permit for Clean View Car Wash subject to the conditions of the City's Administrative Review Team.

VOTE: Yes: Carrier, Cionka, Hawkins, Knight, Marzolf

No: None

Resolution No. 22.11.179

Motion Carried (5 - 0)



CITY OF AUBURN HILLS
PLANNING COMMISSION
MINUTES
NOT YET APPROVED - EXCERPT

November 16, 2022

CALL TO ORDER: Chairperson Ouellette called the meeting to order at 7:00 p.m.

ROLL CALL: Present: **Sam Beidoun, Cynthia Pavlich, Dominick Tringali, Carolyn Shearer, Chauncey Hitchcock, Brian Marzolf, Laura Ochs, Greg Ouellette**
Absent: Ray Saelens
Also Present: Director of Community Development Steve Cohen, City Planner Shawn Keenan, DPW Director Steve Baldante, City Engineer Tim Juidici (OHM), City Engineer Hannah Driesenga (OHM)
Guests: 20

LOCATION: City Council Chamber, 1827 N. Squirrel Road, Auburn Hills, MI 48326

5. PETITIONERS

5a. Clean View Car Wash (7:05 p.m.)

PART ONE - Public Hearing/Motion – Recommendation to City Council for approval of rezoning from I-1, Light Industrial to B-2, General Business, or any other appropriate zoning district.

PART TWO – Public Hearing/Motion – Recommendation to City Council for the approval of Special Land Use Permits, Site Plan, and Tree Removal Permit to construct a car wash.

Mr. Keenan explained that this agenda item has two parts.

Part one: Clean View Properties, LLC, requests for approval of the rezoning of the 1.78-acre parcel of land located at 3915 Auburn Road from I-1, Light Industrial to B-2, General Business. The property is the former site of Drake's Landscape. As shown in the aerial, a gas station with a car wash is located east of the site, and a plumbing supply warehouse with an associated outside storage yard is located west of the site. The Trailway Commons, which includes commercial and residential uses, is located north and northeast.

As shown on the City's Zoning map, the property is surrounded by non-residential property (B-2 and I-1 Districts). Non-residential zoned property is located directly across the street from the site (B-2 and O Districts).

The General Business District designation for this site reflects the City's long-range plan for the area as identified in the City's Master Land Use Plan, which characterizes the use classification as non-residential. It is also noted that the Village Center Neighborhood Master Plan identifies the property as "business park." Staff believes rezoning this parcel from I-1 to B-2 District is appropriate for this location. The zoning change will help fill the demand for additional commercial land in the area, which could serve the City's growing residential population in and around its downtown. Staff also finds the proposal from Clean View Properties, LLC, is consistent with the City's Master Land Use Plan and the 1999 Village Center Neighborhood Master Plan.

The Adopted City of Auburn Hills Master Land Use Plan depicts the subject parcel as non-residential land use. Therefore, based on the Adopted Plan, we recommend approval of the rezoning from I-1, Light Industrial District, to B-2, General Business District.

Part two: This is a request from Clean View Properties, LLC, to construct a 16,307 sq. ft. automobile laundry on the subject parcel. Approximately 5,700 sq. ft. of the building will be utilized for the car wash tunnel, 10,010 sq. ft. of the building will be used for the 15 indoor vacuum stations, and the remaining 597 sq. ft. is designed for a break room, a vacuum turbine room, and an attendant room. The automobile laundry requires special land use permit approval when located in the B-2 zoning district.

Clean View Properties, LLC currently operates five Clean View Car Washes in Macomb County. However, the design of the proposed car wash is unlike the five existing car washes since it includes several key design features described later in the report. Adding the proposed car wash on the outer edge of the City's growing downtown should benefit the ever-increasing number of residents who live in and around the downtown area.

Background: In February 2020 R. Youngblood & Company presented plans to the Planning Commission for a landscape company that included outdoor storage. The Planning Commission supported that development with a 9-0 vote. The City Council accepted the Planning Commission recommendation and approved the plan with a 5-0 vote. The development did not move forward due to the contamination found on the site. Mr. Frank Toma, the owner of Clean View Car Wash, is aware the site is contaminated and that in order to redevelop the site, he will have to comply with due care obligations. The City's Brownfield consultant, Brian Westhoff, Senior Project Manager with AKT Peerless Environmental Services, reviewed the Phase II Environmental Site Assessment Report. He concluded that the proposed redevelopment of the property for commercial use as a car wash appears to be a viable use for the property as long as the redevelopment complies with the owner/operator's due care obligations.

There are key issues related to the development that are listed in the report that relate to efforts to abate any potential nuisances. The first relates to buffer area and screening. To help ensure the future residents of the townhouses to the north are not negatively impacted by the proposed development, a 21.51-wide landscape buffer will be established between the west property line and the parking area. The proposed landscape buffer is wider than the ordinance requires. The buffer will be heavily landscaped with a mixture of evergreen and deciduous trees. For added protection, the applicant has also agreed to provide additional screening by installing a six-foot high vinyl fence along the east, north, and a small portion of the west property lines. It is noted that the landscape plan for Trailway Commons calls for the planting of trees on the north and east sides of the proposed fence to provide screening of any future industrial/business use. Thus, the townhomes to the north will have a double buffer. The staff appreciates that the developer listened to our recommendation and created this solid buffer for the future residents, which exceeded our expectations.

The second issue is the use of high-speed overhead doors for the tunnels. The overhead doors used for the vehicle entrance and exit to the wash tunnel and vacuum tunnel will be high-speed doors and automatically open and close when vehicles enter and exit the building. The high-speed overhead doors shall remain closed and shall only open when vehicles enter and leave the building. The owner added this feature at the staff's request to help mitigate any noise nuisance.

The third issue relates to the car wash tunnel. The car wash tunnel includes several design features to help mitigate any noise nuisance. First, the wash tunnel does not have a spray station at the entrance, where attendants usually provide an initial spray and scrub of the vehicle. Second, the wash tunnel has been made longer than Clean View Car Wash's standard tunnel, allowing the blow-dryers to be set back further inside the tunnel to keep them further away from the exit doors. Third, high-speed overhead doors will be used that will only open when the blow-dryers finish drying a vehicle.

The fourth issue relates to the vacuum stations and vacuum turbine. All vacuum stations and the vacuum turbine will be located inside the building. Staff visited the Clean View Car Wash in Clinton Township and found excessive noise emanating from the vacuums and vacuum turbine located outside the building. We also wanted to point out that since the vacuum stations are located inside the building, the use of exterior speakers is not being proposed.

The next issue relates to the potential of increased ice on the road during the winter months. Unlike all the other car washes in the city, the proposed car wash is designed to have customers vacuum their vehicles inside the building after exiting the wash tunnel. This design layout provides additional time for vehicles to shed any excess water. Also, based on the Department of Public Works Road Division and the Police Department's knowledge, the

City has not experienced any issues related to increased ice on the road from any of the eight existing car wash facilities in the City.

The next issue relates to potential environmental pollution. The City of Auburn Hills, the Michigan Department of Environment, Great Lakes and Energy, and the EPA all promote the use of commercial car washes to prevent water pollution since commercial car washes are required to dispose of wastewater properly.

There was a concern about the proposed car wash's impact on water pressure. The plans were reviewed by Jason Deman, Manager of Public Utilities. He indicated that there is ample water pressure and flow in the area and did not see any issue with this development proceeding according to plan.

The next issue relates to traffic. Mr. Frank Toma, the owner of Clean View Car Wash, explained that in general, car washes are not traffic generators but will draw customers from existing traffic. Internally to the site, it is noted that the car wash provides the required amount of reservoir parking. The proposed use did not raise any traffic concerns with the Police Department or the City's Engineer.

Staff also researched crash data in the area of Auburn Road and Adams Road. According to the Southeast Michigan Council of Government's crash location map, over the five years from 2017 - 2021, there were 82 crashes in the area of Auburn Road and Adams Road. Of the 82 vehicle crashes, there were no fatalities and only one crash that resulted in a serious injury. The Auburn Hills Police Department also reviewed crash records and found no reports of fatal accidents occurring at this intersection.

Staff notes that plans call for the realignment of the existing pathway along Auburn Road and increasing its width to eight feet, in accordance with the City's pathway plan. The realignment and widening of the path further promote the City's effort to create a walkable community. Staff also notes that reducing vehicle access to the site to one defined entrance/exit drive improves the safety of the pathway for users.

A tree removal permit is required. Twenty-six replacement trees are required, and 26 replacement trees are proposed.

Construction for this project is expected to begin in April 2023, with completion anticipated in April 2024. The overall investment is estimated at \$4 million.

Firas (Frank) Toma, Clean View Properties, LLC, 44640 Morly Drive, Clinton Township, MI 48036 was available to answer any questions of the Commission.

Mr. Beidoun asked if the cars leaving the wash area have the option of going to the vacuum area or exiting to the street. Mr. Toma explained that the vacuums are optional.

Mr. Hitchcock asked if membership options would be available to customers, stating that if they were, the car wash would likely become a destination and not just a spur-of-the-moment decision. Mr. Tomas said that memberships would be offered, but it has been their experience that people who use the facility live or work in the area. Mr. Hitchcock asked about the breakdown of monthly packages as opposed to single-use customers. Mr. Toma stated that the expectation is 60% members and 40% non-members.

Mr. Hitchcock asked how many cars are expected at the business's peak. Mr. Toma explained that the average is typically 300-400 cars/day, with 35 being the peak. These numbers are dependent on several factors, including weather and membership. There is space available to stack 35 cars in the proposed development, with an additional six cars in the tunnel and 15 vacuum spaces.

Mr. Hitchcock asked if other sites have had any issues stacking to the road. Mr. Toma stated that there have been no issues and his other washes are in higher traffic count areas with smaller sites with two lanes rather than three lanes. He explained his business's customer base is based on traffic counts.

Mr. Tringali stated that he appreciates the design of this facility over the one at 23 Mile Road and recognizes that the proposed design includes extensive improvements over the site he visited. Mr. Toma explained the 23 Mile Road wash was an existing facility. This new facility will allow them to make improvements to their design to mitigate the noise pollution.

Mr. Toma explained that this will be a huge investment. The tunnels are much longer than his other sites, allowing the blowers to be moved back away from the exit doors.

Ms. Ochs asked if there will be a designated membership lane. Mr. Toma stated that there would be.

Ms. Ochs asked how the vacuum area will be controlled. Mr. Toma explained that the vacuum is free with any wash. There will be internal directional signage for the customers.

Ms. Shearer asked about the staffing levels. Mr. Toma explained that there will be one employee at the kiosk and one employee inside the facility.

Ms. Shearer asked about the cost of the wash. Mr. Toma stated that there will be a \$9 basic wash, a \$13 wash and a \$17/\$18 wash. Monthly memberships will be either \$22.99 or \$23.99.

Mr. Marzolf asked if the facility uses soft cloth wash. Mr. Toma explained that the washes have been using foam since 2010. The chemicals are 100% safe.

Mr. Marzolf expressed concern about icing on the road as people exit. Mr. Toma stated that there is a long run to the street. Also, for those customers that choose to utilize the vacuums additional drying time is gained. The property will also be salted multiple times per day and cautionary signage can be installed.

Mr. Marzolf asked about the anticipated peak times of service. Mr. Toma explained that typically their facilities experience peak use between 11:00 a.m. and 2:00 p.m., with Saturdays being the busiest overall.

Mr. Marzolf stated that he appreciates the work by the applicant to mitigate the noise, stating that it is a good re-use of the property. Mr. Toma stated that it is their goal to get the community's support.

Ms. Shearer asked about the lighting for the project. Mr. Toma stated there will be normal lot lighting in compliance with the Zoning Ordinance. Lighting will not shine outside of the property.

Mr. Ouellette asked about the length of the tunnel and the high-speed doors. Mr. Toma shared that the doors take three seconds to raise and lower, and are designed to function thousands of times per day. Because the tunnel is 160' long and the blowers are set back approximately 30' from the doors, the noise is mitigated greatly.

Mr. Ouellette asked about the pathway across the front of the site and any signage alerting customers of the pathway's existence. Mr. Keenan stated that there is a stop sign before the pathway/sidewalk.

Mr. Beidoun asked if locating a car wash in a B-2 district is a common practice in other municipalities, or is it unique to Auburn Hills. Mr. Toma stated that other cities locate them in light industrial zonings. Mr. Keenan explained that the Master Plan calls for this area to be zoned commercial.

Ms. Ochs read the attached email and petition into the record from the following residents objecting to the project:

1. **Daniel & Christina Coffield, 3900 Brimfield Avenue, Auburn Hills, MI**
2. **A signed petition from 36 residents (Residents Against Proposed Redevelopment of 3915 Auburn Road.)**

Ms. Shearer asked if the height of the fence could be increased from 6' to 8'. Mr. Toma indicated that increasing the fence height would be possible.

Mr. Ouellette opened the public hearing at 7:39 p.m.

The following residents spoke against the car wash development:

1. R. Douglas, 3881 Brimfield Avenue. Douglas is a 30-year resident of Auburn Hills. Douglas spoke in representation of his neighbors who signed the petition objecting to the car wash. Douglas asked the Commission to consider the cost versus the benefit to the neighborhood and urged them to find that the benefits do not outweigh the costs. Douglas stated that the signers of the petition do not object to the remediation, rezoning or redevelopment of the property, but do not believe that a car wash is the best fit for the neighborhood.
2. Randy Wyatt, 3788 Auburn Road. Mr. Wyatt is a 35-year resident of Auburn Hills, having worked for the city for 25 years. He also sat on the Brownfield Committee for two years. He commended the Planning Commission for trying to do something with the property. He agrees that the site needs to be cleaned up but that a car wash does not fit in the downtown. He does not feel that a car wash fits with the vision for the city, citing a need for more restaurants, entertainment, and housing downtown.
3. John Bowery, 3844 Auburn Road. Mr. Bowery lives close to the proposed development. He stated that traffic in this area is already heavy without adding a car wash. He stated that the homes behind the site are very close and will be looking down onto the car wash. He feels that a restaurant would be a better use of the site, stating that the placement of a car wash on the site conflicts with a walkable community.

Mr. Marzolf asked what other types of businesses are allowed in B-2 zoning. Mr. Keenan listed those businesses allowed in both B-1 and B-2 zoning. Mr. Keenan further explained that car washes located in downtown areas are not uncommon. The location of this proposal is on the outskirts of Downtown Auburn Hills.

Mr. Marzolf agreed, stating that while he appreciates the concerns of the residents, this proposal is close to downtown but not necessarily in Downtown Auburn Hills.

Ms. Shearer asked the applicant about the cost of remediation of the site. Mr. Toma explained that his company will be responsible for the approximate \$250,000 - \$400,000 cost of remediation.

There being no further public comments, Mr. Ouellette closed the public hearing at 7:59 p.m.

Ms. Pavlich asked about the distance between the end of the proposed development property and the closest residential property. Mr. Keenan stated that the closest residential zoned property would be across the street. The residential use behind the proposed site is in a B-2 zoning district.

Ms. Ochs stated that she understands the concerns of the community, but feels the applicant has addressed the noise concerns. She also commented on the limitations caused by the cleanup necessary on the property.

Moved by Tringali to recommend to City Council approval of the rezoning of parcel 14-25-478-006 (3915 Auburn Road) from I-1, Light Industrial to B-2, General Business District.

Second by Beidoun.

VOTE: Yes: Tringali, Beidoun, Hitchcock, Shearer, Ochs, Marzolf, Pavlich, Ouellette

No: None

Motion Carried (8-0)

Moved by Beidoun to recommend to City Council approval of a Special Land Use Permit, Site Plan, and Tree Removal Permit for Clean View Car Wash subject to the conditions of the City's Administrative Review Team.

Second by Tringali.

VOTE: Yes: Beidoun, Tringali, Hitchcock, Marzolf, Pavlich, Ouellette

No: Shearer, Ochs

Motion Carried (6-2)

Keenan, Shawn

From: Daniel Coffield
Sent: Monday, October 31, 2022 9:14 PM
To: Keenan, Shawn
Subject: Re: Clean View Car Wash

Dear Planning Commission:

We are writing to express our views regarding the proposed development of 3915 Auburn Rd into a Clean View Car Wash. We hope the commission does not recommend approval for the following reasons.

First, the proposed car wash would bring car traffic to the area, but would not otherwise help the downtown businesses. People would only drive in and drive out, just like the two gas stations currently at the corner of Adams and Auburn.

Second, the car wash will make traffic even worse at the Adams/Auburn intersection. Many days it is very difficult for us to pull out of Brimfield Ave onto Adams because of the traffic backups—and all for minimal benefit to the residents. There is currently a car wash at the gas station at the same intersection, as well as three more near Opdyke and South Blvd.

Third, a car wash is not a compatible business with downtown. If you look at other downtowns in the area, like Rochester, you would never see a car wash near downtown, but instead in a nearby store/strip mall area—a car traffic area. This will hurt downtown as a walkable, bikeable, pedestrian-friendly area. As it is, access to downtown by bikes and pedestrians from Auburn/Adams is not very good, and this will make it worse. The sidewalk on the south side of Auburn is incomplete, and this would put a lot of car traffic across the north sidewalk. This kind of business is usually seen in an area like at University/Squirrel or Marketplace Circle, but not adjacent to our nice downtown.

Lastly, the Auburn/Adams area is highly residential and a car wash will only increase the amount of loud, irregular, and unnatural noise in the area.

Because there are several downsides and minimal benefit to the residents who live in the area, we ask that the commission not recommend the zoning approval.

Thank you,

Daniel & Christina Coffield
3900 Brimfield Ave

Planning Commission
City of Auburn Hills
1827 N. Squirrel Road
Auburn Hills, MI
48326

November 4, 2022

Residents Against Proposed
Redevelopment of 3915 Auburn Road

RE: **PROPOSED REDEVELOPMENT OF 3915 AUBURN ROAD**
CC: Shawn Keenan, City Planner
Steven Cohen, Director of Community Development

Dear Auburn Hills Planning Commission:

We write to submit a petition of objection to the proposed redevelopment of 3915 Auburn Road. The reasons we object vary, but common grievances among households include:

- Concerns over lowering nearby residential water pressure
- Increased traffic at an already deadly intersection
- An increase of ice on the road during winter months
- The preexistence of a car wash immediately next door
- Egregious noise pollution
- Potential environmental pollution from runoff into proximately located storm sewers
- A misalignment with the city's current mission of promoting a walkable downtown given inherent traffic increase into, out of, and around the establishment

In canvassing for the petition, contact was made with a total of 78 households. Of those, 32 did not answer and 17 either had no opinion on the redevelopment (n=10) or said they needed more information before signing (n=7). No households or individuals with whom we made contact were in favor of redeveloping the land into a car wash.

Of note, there is no objection to modifying the zoning from light industrial to commercial; the objection is to the establishment of a car wash, specifically.

Please find a copy of the petition attached. Correspondence may be routed to drdouglass2025@gmail.com.

Respectfully,

The Undersigned

PETITION

RESIDENTS AGAINST PROPOSED REDEVELOPMENT OF 3915 AUBURN ROAD

By signing hereunder, I certify my objection to the proposed redevelopment of

3915 AUBURN ROAD, AUBURN HILLS, MI 48326

and acknowledge this petition will be presented to the

CITY OF AUBURN HILLS PLANNING COMMISSION

on WEDNESDAY SEPTEMBER 14, 2022 at 7:00 PM.

~~OCTOBER 5~~ NOV. 13, 2022 NOV 16, 2022

Date	Address	Name	Signature
9/12/22	3784 Brimfield	Mike Zelinski	Mike Zelinski
9/12/22	3871 Brimfield	Larry G. Douglas	Larry G. Douglas
9/13/21	3845 BRIMFIELD	Kenny Marion	Kenny Marion
9/13/22	3796 Brimfield	Michelle Zelinski	MZ
9/13/22	3784 Brimfield	Barb Zelinski	Barb Z
9/13/22	3810 Brimfield	Joyce Ohngren	Joyce A Ohngren
9-13-22	3810 Brimfield	Richard L. Ohngren	Richard L Ohngren
9-13-22	3871 Brimfield Ave	ARENA Catalano	ARENA Catalano

Date	Address	Name	Signature
9-13-22	3900 Brimfield Ave	Daniel Caffield	DJC
9/13/22	3910 Brimfield Ave	Andrew Ritchie	Andrew Ritchie
9/13/22	3900 Brimfield Ave	Christina Caffield	Christina Caffield
9/13/22	3899 Brimfield Ave	Kimberly Kozak	Kelley
9-14-22	3881 Brimfield Ave	Renna Douglas	Renna Douglas
9-20-22	3072 S. DOAMS RD	Melvin A. Pohl	Melvin A. Pohl
9-20-22	3906 Auburn Rd	Lyndia Gonzalez	Lyndia Gonzalez
9-20-22	3896 Auburn RD	Brian Willey	Brian Willey
9-20-22	3788 Auburn N	Randy Wyatt	Randy Wyatt
9-20-22	3788 Auburn Rd	Josh Wyatt	Josh Wyatt
9-20-22	3788 Auburn Rd	Christina Wyatt	Christina Wyatt
9-20-22	3788 Auburn Rd	Dawn Wyatt	Dawn Wyatt
9/20/22	3768 Auburn Rd	Naim Tremont	Naim Tremont
9/20/22	3758 Auburn RD	Douglas Kivimaki	Douglas Kivimaki
9/20/22	35 Oakmont	A Smith	A Smith
9/20/22	96 OAKmont	Jeff Weaver	Jeff Weaver
9/20/22	3881 Brimfield Ave	BRIANA DOUGLAS	Briana Douglas

PETITION: RESIDENTS AGAINST PROPOSED REDEVELOPMENT OF 3915 AUBURN ROAD

Date	Address	Name	Signature
9-29-22	3916 Auburn Rd	Gary Odonewski	G Odonewski
9-29-22	3926 Auburn Rd	Liz Odonewski	L Odonewski
9/29/22	3916 Auburn Rd.	Katie Haverberg	Katie Haverberg
10/12/22	3844 Auburn Rd	Tammra Boothka	Tammra Boothka
10/12/22	3844 Auburn Rd.	John Bowery	John Bowery
10-2-22	110 LIONS	HEROY BROWN	HEROY BROWN
10-2-22	109 Kewanee Ct	J.H O'BRIEN	J.H O'BRIEN
10-2-22	113 Potomac Ct	D. Yorkut	D. Yorkut
10-2-22	106 Optimist Pl	C Byers	C Byers
10-2-22	3884 Brinkfield	Doug Pearce	Doug Pearce

CLEAN VIEW AUTO WASH



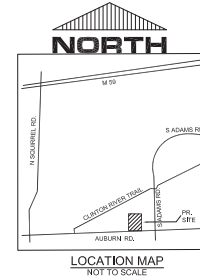
3909 AUBURN RD., AUBURN HILLS, MI 48326

Clean View Auto Wash started as a soft cloth car wash/foam company in Chesterfield, MI founded in 1980. Our company has been a proud member of the local community and we look forward to continuing our relationship with all of our valued customers in the future.

We are tuned into the needs of our customers from Chesterfield, Shelby, and beyond, and their satisfaction is our top priority. We use modern equipment designed to provide a gentle, eco-friendly and above all effective deep clean. We pride ourselves on our work, and our level of service is unmatched.

Clean View Auto Wash has served the Metro-Detroit community for over three decades, making us one of the oldest auto washes in the area. Over the years, we have adapted our services to meet the changing needs of our customers.

LOCATION MAP:



PROJECT TEAM:

GES - GATEWAY ENGINEERING AND SURVEYING, INC.
8155 ANNSBURY DR. SUITE 109
SHELBY TWP., MI 48316
OFFICE: (586) 786-5533
FAX: (586) 786-5575
CONTACT: JOSEPH VAGLICA, PhD, PE
EMAIL: joe@gatewayengineer.com
CC: mitesh@gatewayengineer.com

ARCHITECTURAL DESIGNER:
GES - GATEWAY ENGINEERING AND SURVEYING, INC.
8155 Annsbury Dr. Suite 109, Shelby Twp., MI 48316
CONTACT: Danae DiCicco
Ph: 586-209-3856
E: danae@gatewayengineer.com

NOTE: THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE WILL BE PLAN PREPARER:
JOSEPH VAGLICA, PhD, PE / LICENSE NO. 50340

LANDSCAPE DESIGNER:
NAGY DEVLIN LAND DESIGN
31736 WEST CHICAGO AVE.
LIVONIA, MI 48150
CONTACT: Brian Devlin
PH: 734-634-9208

CLIENT:

FRANK TOMA, PRESIDENT
CLEAN VIEW AUTO WASH
PHONE#: 586-524-9397
ADDRESS: 44640 MORLEY DR., CLINTON TWP., MI 48036
EMAIL: frank.toma@cleanveiwautowash.com

GES PROJ # 22-0409
CITY OF AUBURN HILLS, PLANNING DEPT. - PERMIT #



8155 ANNSBURY DRIVE, SUITE # 109
SHELBY TWP., MI 48316
OFFICE # (586) 786-5533 FAX # (586) 786-5575
www.gatewayengineer.com

INDEX OF DRAWINGS:

SHT	NAME
	COVER SHEET
C1.1	TOPOGRAPHIC SURVEY PLAN
C2.1	DIMENSIONAL SITE PLAN
C2.2	OVERLAY PLAN
C2.3	DETAILS PLAN
C2.4	FIRE TRUCK ACCESS PLAN
C3.1	ENGINEERING SITE PLAN / GRADING PLAN
C4.1	ENGINEERING SITE PLAN / UTILITY PLAN
A1.1	PROPOSED FLOOR PLAN
A2.1	PROPOSED ELEVATIONS
A9.1	SITE & EXTERIOR RENDERINGS
LP-1	LANDSCAPE PLANTING PLAN - BY OTHERS
LP-2	TREE INVENTORY PLAN - BY OTHERS

SEAL:

ENGINEER'S CERTIFICATION:
"I HEREBY CERTIFY THAT I HAVE READ THE TOWNSHIP'S LAND DEVELOPMENT ORDINANCE (AND ITS RELATED ENGINEERING AND CONSTRUCTION STANDARDS) AND I HAVE PREPARED THESE PLANS IN COMPLETE CONFORMITY WITH THE REQUIREMENTS OF SAID ORDINANCE."

JOSEPH VAGLICA
PROFESSIONAL CIVIL ENGINEER NO. 50340



CLEAN VIEW AUTO WASH



TREE TABLE AS OF 12/10/19

#	SIZE & COMMON NAME	BOTANICAL NAME	CONDITION	REGULATED LANDMARK	SAVE/REMOVE
4401	5' 6" 7" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4402	7" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4403	3' 5' 6" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4404	10" LOCUST	GLEDTISIA TRICANTHOS	GOOD	YES	NO REMOVE
4405	15" LOCUST	GLEDTISIA TRICANTHOS	GOOD	YES	NO REMOVE
4406	17" OAK	QUERCUS RUBRA	GOOD	YES	NO REMOVE
4407	13" KENTUCKY COFFEETEE	GYNOCOCALUS DIOICUS	GOOD	YES	NO REMOVE
4408	6" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4409	8" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4410	8" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4411	11" LOCUST	GLEDTISIA TRICANTHOS	GOOD	YES	NO REMOVE
4412	8" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4413	8" OAK	QUERCUS RUBRA	GOOD	YES	NO REMOVE
4414	17" LOCUST	GLEDTISIA TRICANTHOS	GOOD	YES	NO REMOVE
4415	6' 7" 7" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4416	7' 7" 7" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4417	9" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4418	7" LOCUST	GLEDTISIA TRICANTHOS	GOOD	YES	NO REMOVE
4419	6" CARB APPLE	PYRUS CALLERYANA	GOOD	YES	NO REMOVE
4420	8" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4421	12" CHERRY	PRUNUS	GOOD	YES	NO REMOVE
4422	12" POPLAR	JUGLANS REGIA	GOOD	YES	NO REMOVE
4423	6" CHERRY	TILIA CORDATA	GOOD	NO	NO REMOVE
4424	8" BIRCH	FAGUS SYLVATICA	GOOD	YES	NO REMOVE
4425	12" LOCUST	GLEDTISIA TRICANTHOS	GOOD	YES	NO REMOVE
4426	10" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4427	11" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4428	17" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4429	10" CEDAR	TAXODIUM DISTICHUM	GOOD	YES	NO REMOVE
4430	8" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4431	7" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4432	10" LOCUST	GLEDTISIA TRICANTHOS	GOOD	YES	NO REMOVE
4433	9" MAPLE	ACER RUBRUM	GOOD	YES	NO REMOVE
4434	13" LOCUST	GLEDTISIA TRICANTHOS	GOOD	YES	NO REMOVE
4435	6" BEECH	FAGUS SYLVATICA	GOOD	YES	NO REMOVE
4436	6" BEECH	FAGUS SYLVATICA	GOOD	YES	NO REMOVE
4437	6" LINDEN	TILIA CORDATA	GOOD	NO	NO REMOVE

EXISTING LEGEND

- EXIST. STORM SEWER
- EXIST. OVERHEAD UTILITY
- EXIST. FENCE LINE
- EXIST. WATERMAIN
- EXIST. SANITARY LINE
- EXIST. GAS LINE
- EXIST. HYDRANT
- EXIST. UTILITY POLE
- EXIST. LIGHT POLE
- EXIST. GATE WELL
- EXIST. ROAD CATCH BASIN
- EXIST. STORM CATCH BASIN
- EXIST. SANITARY MANHOLE
- EXIST. ROAD SIGN BOARD
- EXIST. SIDEWALK
- EXIST. CONC. PAVEMENT
- EXIST. ASPH. PAVEMENT

SITE BENCHMARK: (NAVD 88 - BY GPS)

B.M. #1
ARROW ON EX. HYDRANT LOCATED 450' WEST FROM THE SW CORNER OF PROPERTY AND ON NORTH SIDE OF THE AUBURN ROAD. LOCATED AT 3885 AUBURN RD., AUBURN HILLS
ELEVATION= 859.60

B.M. #2
ARROW ON EX. HYDRANT LOCATED 450' EAST FROM THE SE CORNER OF PROPERTY AND ON NORTH SIDE OF THE AUBURN ROAD. LOCATED AT 3995 AUBURN RD., AUBURN HILLS
ELEVATION= 870.58

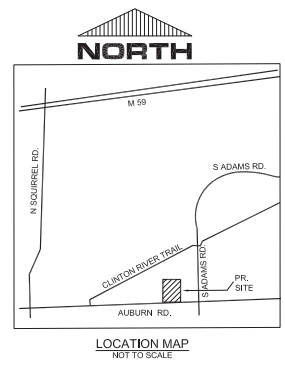
SOIL LEGEND:
41B- Aquic, Sandy, Loamy, Underlaid
62B- Urban Land-Spills complex, 0 to 5 percent slopes

FLOODPLAIN NOTE:
SUBJECT PROPERTY (ZONE X) IS A AREA OF MINIMAL FLOOD HAZARD.
FIRM MAP NUMBER: 26125C0389F
EFFECTIVE DATE: SEPTEMBER 29, 2006

LEGEND
R-O-W = RIGHT OF WAY
P.O.B. = POINT OF BEGINNING
F = FOUND IRON
FCI = FOUND CAPPED IRON
SPR COR = SET PROPERTY CORNER
N, E, S, W = NORTH, EAST, SOUTH, WEST
P.I.D.# = PARCEL IDENTIFICATION NUMBER
T.R. = TOWNSHIP
L.P. = LIBER/PAGE
R.I.M. = RECORD/MESURE

UTILITY WARNING
UNDERGROUND UTILITIES MAY BE PRESENT. ALL EXISTING UTILITIES SHALL BE MAINTAINED AND PROTECTED. NO NEW UTILITIES SHALL BE INSTALLED WITHOUT THE APPROVAL OF THE LOCAL UTILITY COMPANIES. THE INSTALLATION OF NEW UTILITIES SHALL BE THE RESPONSIBILITY OF THE OWNER.

**NOT FOR CONSTRUCTION
DRAWINGS**
PID # 14-25-478-006



LEGAL DESCRIPTION: 3906 AUBURN RD., AUBURN HILLS, MI

PARCEL ID# 14-25-478-006

LOT 36 AND THE WESTERLY 225.0 FT OF LOT 42 OF "SUPERVISOR'S PLAT NO. 16, A SUBDIVISION OF PART OF SECTION 25, T3N, R10E, FONTANA TOWNSHIP, OKLAHOMA COUNTY, MICHAELAS RECORDED IN LIBER 28, PAGE 46, OKLAHOMA COUNTY REGISTER OF DEEDS.

NOTE:
LEGAL DESCRIPTION WAS OBTAIN FROM CERTIFICATE OF LAND SURVEY, PERFORMED BY MC COY LAND SURVEYING CO., 209 FLORENCE AVE., PONTIAC, MI 48053 AND PROVIDED BY CLIENT.

NOTE:
EXISTING TREES LIST WILL BE REEVALUATED AND REVISED BY A REGISTERED LANDSCAPE ARCHITECT AND WILL BE PROVIDED AT A LATER DATE.

GATEWAY

8535 15th Ave S, Suite 100
Plymouth, MI 48170
OFFICE: 481-796-4333 FAX: 481-796-4375
www.gatewayinc.com

PROJECT INFORMATION:
CLEAN VIEW AUTO WASH
3909 AUBURN RD., AUBURN HILLS, MI 48005
PARCEL ID# 14-25-478-006

CLIENT INFORMATION:
FRANK TONIA, PRESIDENT
CLEAN VIEW AUTO WASH
PHONE: 588-424-4097
EMAIL: frank.tonia@cleanviewautowash.com

ISSUANCE:
☐ SCHEMATIC
☐ BIDDING
☒ FINAL SUBMITTAL
☐ CONSTRUCTION
☐ OTHER

DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION UNLESS INDICATED

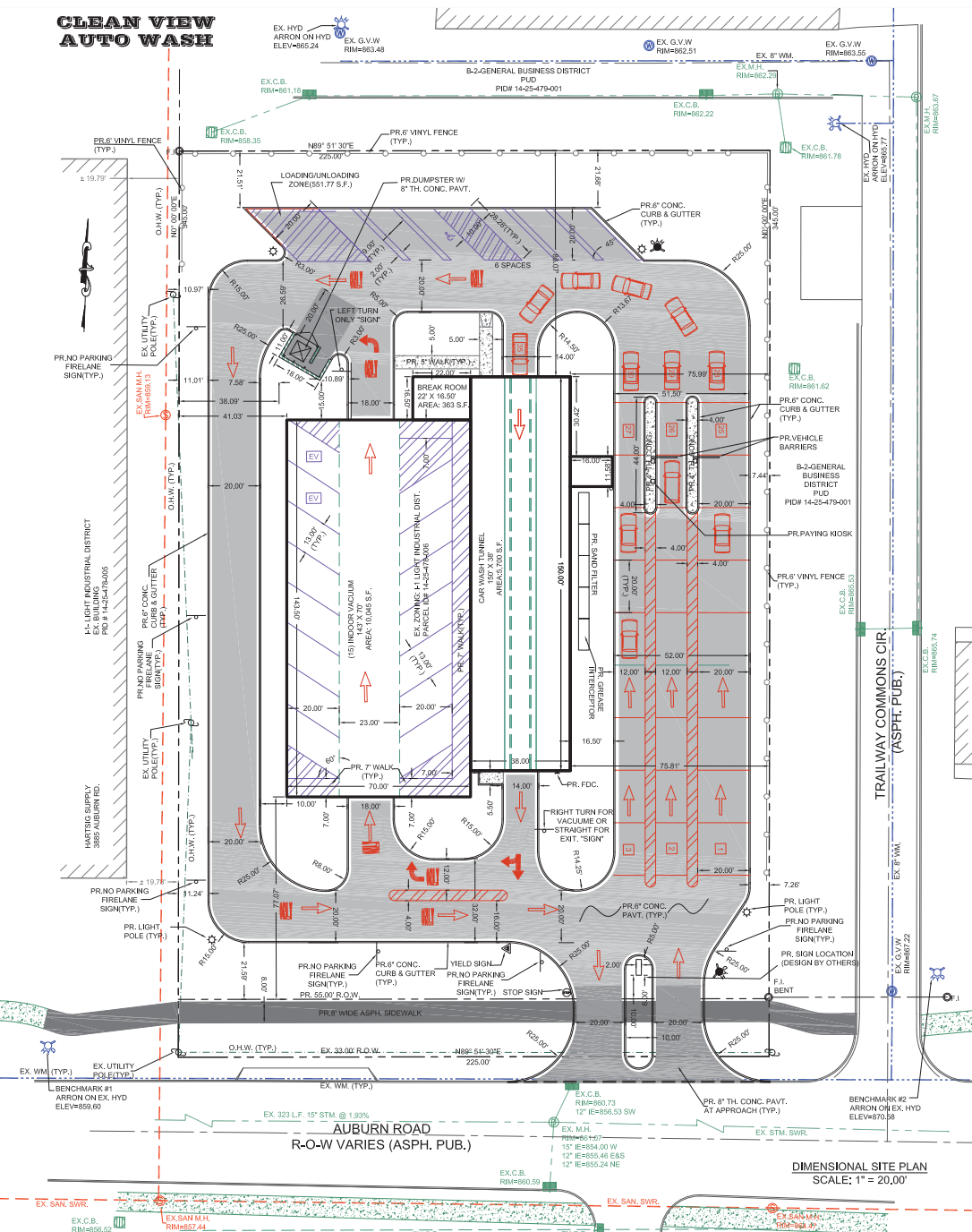
NO.	DESC.	DATE
1.	CONCEPT	04/19/2022
2.	PSP	07/29/2022
3.	REV. PSP	08/02/2022
4.	REV. PSP	09/02/2022
5.	REV. PSP	09/02/2022
6.	REV.	10/18/2022

REVIEWED BY: J.V.
DESIGNED BY: M.G.
DRAWN BY: M.G.

DRAWING:
TOPOGRAPHIC SURVEY

NO. **C1.1**
PROJECT NO. 22-0409

**CLEAN VIEW
AUTO WASH**



SITE BENCHMARK: (NAVD 88 - BY GPS)
B.M. #1
ARROW ON EX. HYDRANT LOCATED ±50' WEST FROM THE SW CORNER OF PROPERTY AND ON NORTH SIDE OF THE AUBURN RD. LOCATED AT 3885 AUBURN RD., AUBURN HILLS
ELEVATION= 859.60

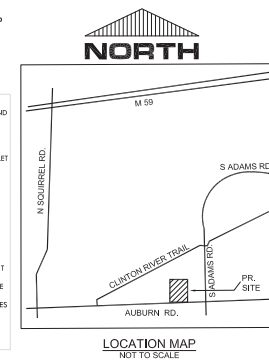
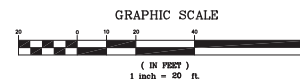
B.M. #2
ARROW ON EX. HYDRANT LOCATED ±62' EAST FROM THE SE CORNER OF PROPERTY AND ON NORTH SIDE OF THE AUBURN RD. LOCATED AT 3985 AUBURN RD., AUBURN HILLS
ELEVATION= 870.58

PROPOSED HOURS OF OPERATION:

MONDAY TO SATURDAY	- 7:00 AM TO 9:00 PM
SUNDAY	- 8:00 AM TO 6:00 PM

CITY OF AUBURN HILLS GENERAL NOTES:

1. ALL LIGHTING SHALL BE SHIELDED AND DIRECTED DOWNWARD AND AWAY FROM THE DRIVEWAY. ALL LIGHTING SHALL MEET THE REQUIREMENTS OF ZONING ORDINANCE NO. 37-02.
2. SIGNS SHALL MEET THE REQUIREMENTS OF ZONING ORDINANCE NO. 37-02.
3. NO OUTSIDE STORAGE WILL BE ALLOWED, WHICH INCLUDES FLAHS, TRAILERS, REFRIGERATORS, FREEZERS, STOVE, ETC.
4. A GROUNDING TRANSFORMER AND ROOF MOUNTED AIR CONDITIONING UNIT SHALL BE SCREENED PER ZONING ORDINANCE NO. 37-02.
5. PARKING SPACES SHALL BE DOUBLE STRIPPED PER ZONING ORDINANCE NO. 37-02.
6. PROVIDE INDICATION WHETHER OR NOT AN ENVIRONMENTAL IMPACT STATEMENT IS REQUIRED (NOTED) IF YES, IT IS LESS THAN 20 ACRES
7. PROVIDE INDICATION WHETHER THEY CAN'T A LAND DIVISION OR COMBINATION IS REQUIRED (NOTED) IF REQUIRED
8. PROVIDE INDICATION WHETHER OR NOT SPECIAL LAND USE PERMIT IS REQUIRED (NOTED) IF REQUIRED
9. THE DEVELOPER HAS AGREED TO PREP THE PARKING LOT WITH THE TRAILER PARKING SPACES TO BE LOCATED TO THE NORTH OF THE CHANGING STATION ADJACENT TO THE BARBER FIRE FIGHTING SCHOOL AND RUN CONDUIT FROM THE POWER SOURCE TO THE STUBS TO BE LOCATED TO THE NORTH OF THE CHANGING STATION. THE TRAILER AND THE PLAN WILL BE USED AS A WHEN CHANGING AREAS ARE REQUIRED.



PROJECT: CLEAN VIEW AUTO-WASH

LEGAL DESCRIPTION:

PARCEL ID#14-25-478-006

LOT 36 AND THE WESTERLY 225.0 FTOF LOT 42 OF "SUPERVISOR'S PLAT NO.16, A SUBDIVISION OF PART OF SECTION 25, T3N, R10E, PONTIAC TOWNSHIP, OAKLAND COUNTY, MICHIGAN AS RECORDED IN LIBER 28, PAGE 46, OAKLAND COUNTY REGISTER OF DEEDS.

NOTE:
LEGAL DESCRIPTION WAS OBTAIN FROM CERTIFICATE OF LAND SURVEY, PERFORMED BY MC COY LAND SURVEYING CO., 209
FLORENCE AVE., PONTIAC, MI 48053 AND PROVIDED BY CLIENT.

PROJECT DATA:

EXISTING ZONING: I-1- LIGHT INDUSTRIAL
EXISTING LAND USE: VACANT LAND
PROPOSED REZONING: B-2 GENERAL BUSINESS
PROPOSED LAND USE: AUTO-WASH "CLEAN VIEW"

SET BACK	REQUIRED:	PROVIDED:
FRONT:	40 FEET	77.07 FEET
SIDE WEST:	20 FEET	41.03 FEET
SIDE EAST:	20 FEET	75.81 FEET
REAR:	15 FEET	86.07 FEET

GROSS AREA OF SITE : ± 77,625 S.F. (ACRES ± 1.78 ACRES)
NET AREA OF SITE : ± 72,674.76 S.F. (ACRES ± 1.64 ACRES) (EXCEPT 55' R.O.W.)

PR. GROSS BUILDING FOOT AREA : 16,307.00 S.F.
PR. SITE COVERAGE (BUILDING): $\pm 22.43\%$
PR. GROSS AREA OF PAVEMENT (ROAD & SIDEWALK) = $\pm 28,610.78$ S.F.
PR. SITE COVERAGE BY IMPERVIOUS SURFACE (BUILD. PAVT. ETC.) = $\pm 61.80\%$

PARKING CALCULATIONS:

REQUIRED PARKING:
REFERENCE CITY OF AUBURN HILLS ZONING ORDINANCE
SEC. 1804.OFF-STREET PARKING REQUIREMENTS

AUTO WASH:

ONE (1) FOR EACH EMPLOYEE.

REQUIRED: (5) EMPLOYEES X 1 = 5 PARKING SPACES

IN ADDITION, RESERVOIR PARKING SPACES EQUAL IN NUMBER TO FIVE (5) TIMES THE MAXIMUM CAPACITY OF THE AUTO WASH FOR AUTOMOBILES AWAITING ENTRANCE TO THE AUTO WASH SHALL BE PROVIDED. MAXIMUM CAPACITY OF THE AUTO WASH FOR THE PURPOSE OF DETERMINING THE REQUIRED RESERVOIR PARKING SHALL MEAN THE GREATEST NUMBER POSSIBLE OF AUTOMOBILES UNDERGOING SOME PHASE OF WASHING AT THE SAME TIME WHICH SHALL BE DETERMINED BY DIVIDING THE LENGTH IN FEET IN EACH WASH LINE BY TWENTY (20).

REQUIRED: 5 X 7 CARS = 35 STAKING SPACES

PARKING PROVIDED:

TOTAL 6 PARKING SPACE INCLUDING 1 H.C. SPACE.

TOTAL 15 INDOOR VACUUM :

TOTAL 35 STAKING SPACES.

LOADING/UNLOADING

LOADING/UNLOAD
SIGN CALCULATI

225X0.8=180.00

PROJECT INFORMATION

**CLEAN VIEW
AUTO WASH**

3909 AUBURN RD
AUBURN HILLS, MI 48326
PARCEL ID# 14-25-478-006

CLIENT INFORMATION:
FRANK TOMA, PRESIDENT
CLEAN VIEW AUTO WASH
PHONE#: 586-524-6397
EMAIL:
frank.toma@cleanviewautowash.com

ISSUANCE:

☐ SCHEMATIC

☐ BIDDING

☒ MUNI SUBM

☐ CONSTRUCT

☐ OTHER

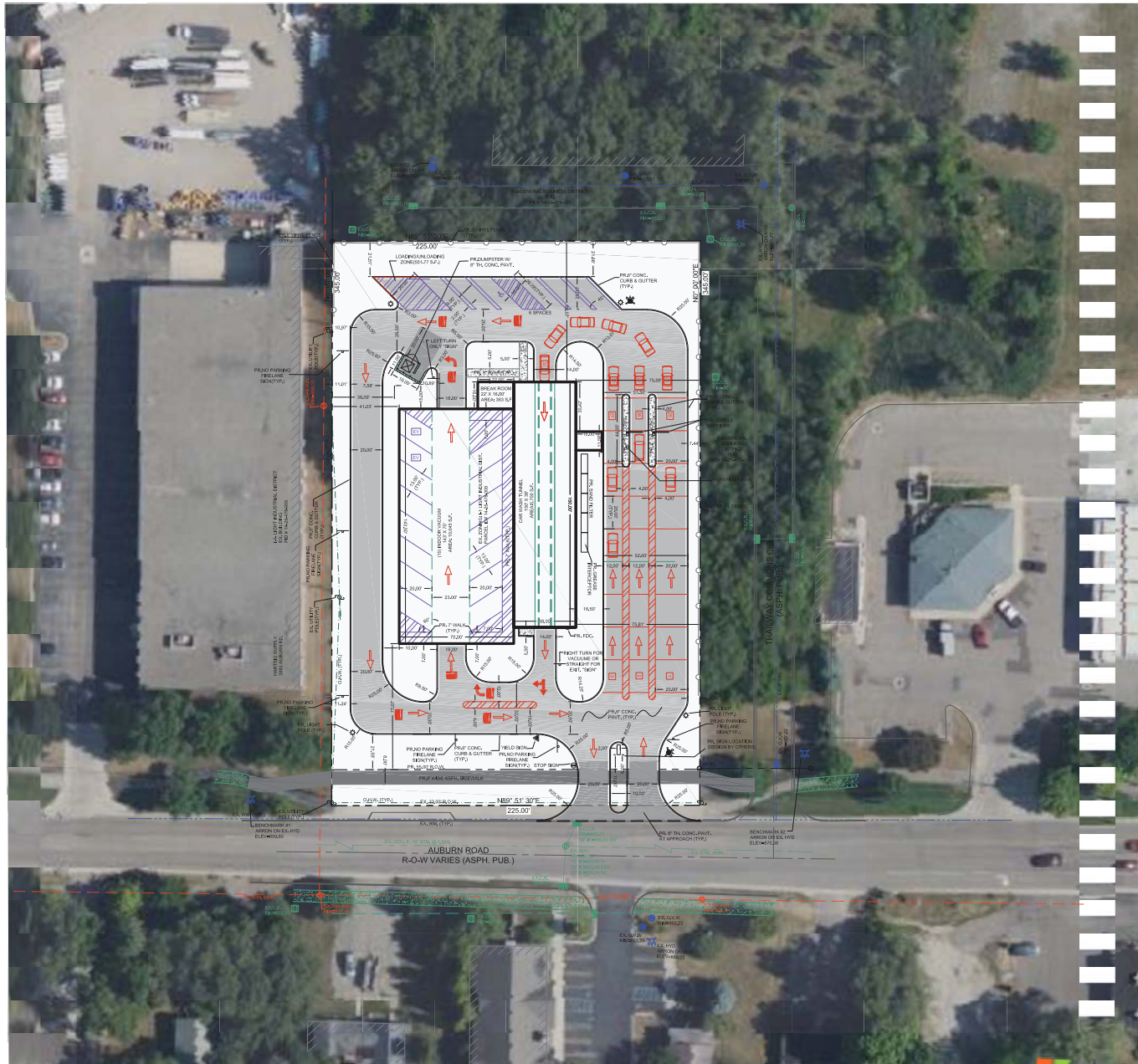
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5.	REV.	09/22/2022
6.	REV.	10/18/2022

REVIEWED BY:	J.V.
DESIGNED BY:	M.G.
DRAWN BY:	M.G.

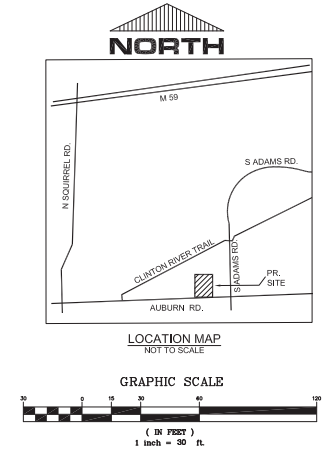
DRAWING:
DIMENSIONAL
SITE PLAN

NO. **C2.1**
PROJECT NO. 22-0409

CLEAN VIEW AUTO WASH



OVERLAY SITE PLAN
SCALE: 1" = 30.00'



GATEWAY
8555 AUBURN RD. SUITE 100
AUBURN HILLS, MI 48306
OFFICE: 478-784-4333 FAX: 478-784-4375
www.gatewayinc.com

PROJECT INFORMATION:
**CLEAN VIEW
AUTO WASH**
3909 AUBURN RD.
AUBURN HILLS, MI 48306
PARCEL: DP 14-25-478-006

CLIENT INFORMATION:
FRANK TONIA, PRESIDENT
CLEAN VIEW AUTO WASH
PHONE: 588-624-4097
EMAIL: frank.tonia@cleanviewautowash.com

ISSUANCE:
☐ SCHEMATIC
☐ BIDDING
☒ FINAL SUBMITTAL
☐ CONSTRUCTION
☐ OTHER
DRAWINGS SHALL NOT BE
USED FOR CONSTRUCTION
UNLESS INDICATED
NO. DATE
1. CONCEPT 04/19/2022
2. PDP 07/29/2022
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REVIEWED BY: J.V.
DESIGNED BY: M.G.
DRAWN BY: M.G.

DRAWING:
OVERLAY
SITE PLAN

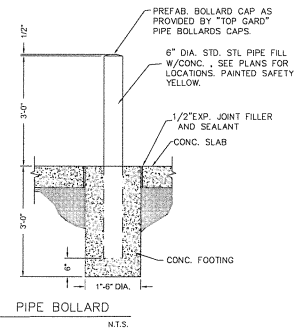
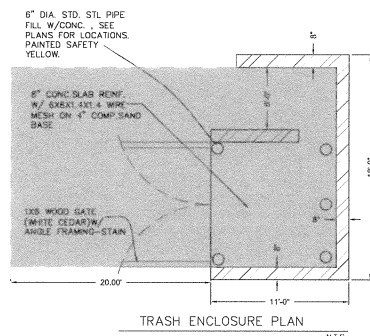
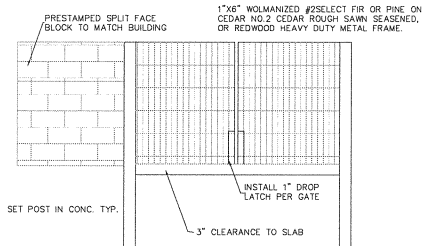
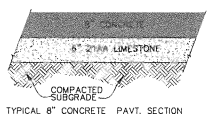
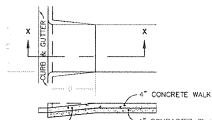
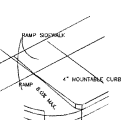
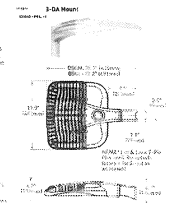
NO. **C2.2**
PROJECT NO. 22-0409

UTILITY WARNING
BEFORE YOU DIG
CALL 811
800-485-7171
www.811.org
NOT FOR CONSTRUCTION
DRAWINGS
PID # 14-25-478-006

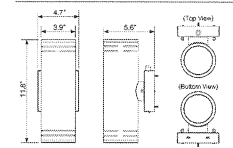
Diagram illustrating the specifications for a Barrier Free Sign:

- 12" X 18" PAINTED METAL SIGN
- BARREL TYPE SIGN
- 2" MIN. SIGN THICKNESS
- ROUND CORNERS & ROUNDED EDGES
- OVER WIDENING BARRIER FREE CODE
- 8" X 4" SIGN PLATE
- 12" DIA. X 18" DEEP CONC. FOOTING
- 24" TO POST-PAINT ROUND CONC. PLATE CAP AT TOP
- 5'-0"

BARRIER FREE SIGN

[illegible][illegible]

With Aluminum Black finish and a cylindrical shape, this Sun Lighting LED wall light provides a modern and bold look for any home exterior or residential outdoor space. This sleek and sophisticated wall light guarantees long-lasting energy efficiency. Suitable for a number of spaces, this LED wall light has the unique feature of separate CCF selectable switches (500K, 400K, 5000K) for the up light and the downlight, allowing for diverse atmospheres for any setting.

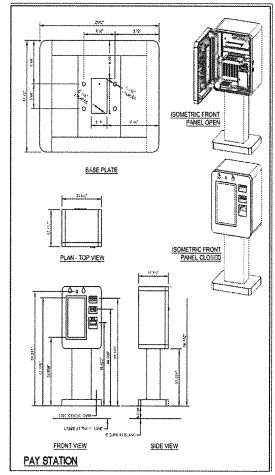
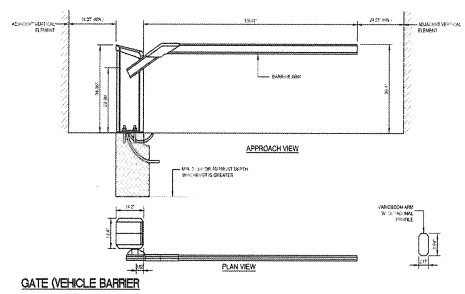
[illegible]

- Plants come in 2H, 3H, 3H+K2O, and 4H+K2O
- All plants contain high-grade phosphate based in both top and bottom soils
- Plant height is cannot be modified, however, plants can be cut to any desired height
- Our plants have been engineered to allow stacking to 4000 ft and 12 ft high
- Plants come in 8.5" x 12" height and make a two-oz. clear container
- All pots contain full length, internally mounted steel straws for optimum strength
- Plants are made from 100% recycled polycarbonate plastic
- For a 12" high plant, we supply media (100% recycled) and plastic (30% recycled)

Diagram A: A rectangle with height h and width w . It is divided into w vertical columns, each with height h . The total area is $w \times h$.

Diagram B: A rectangle with height h and width w . It is divided into h horizontal rows, each with width w . The total area is $h \times w$.

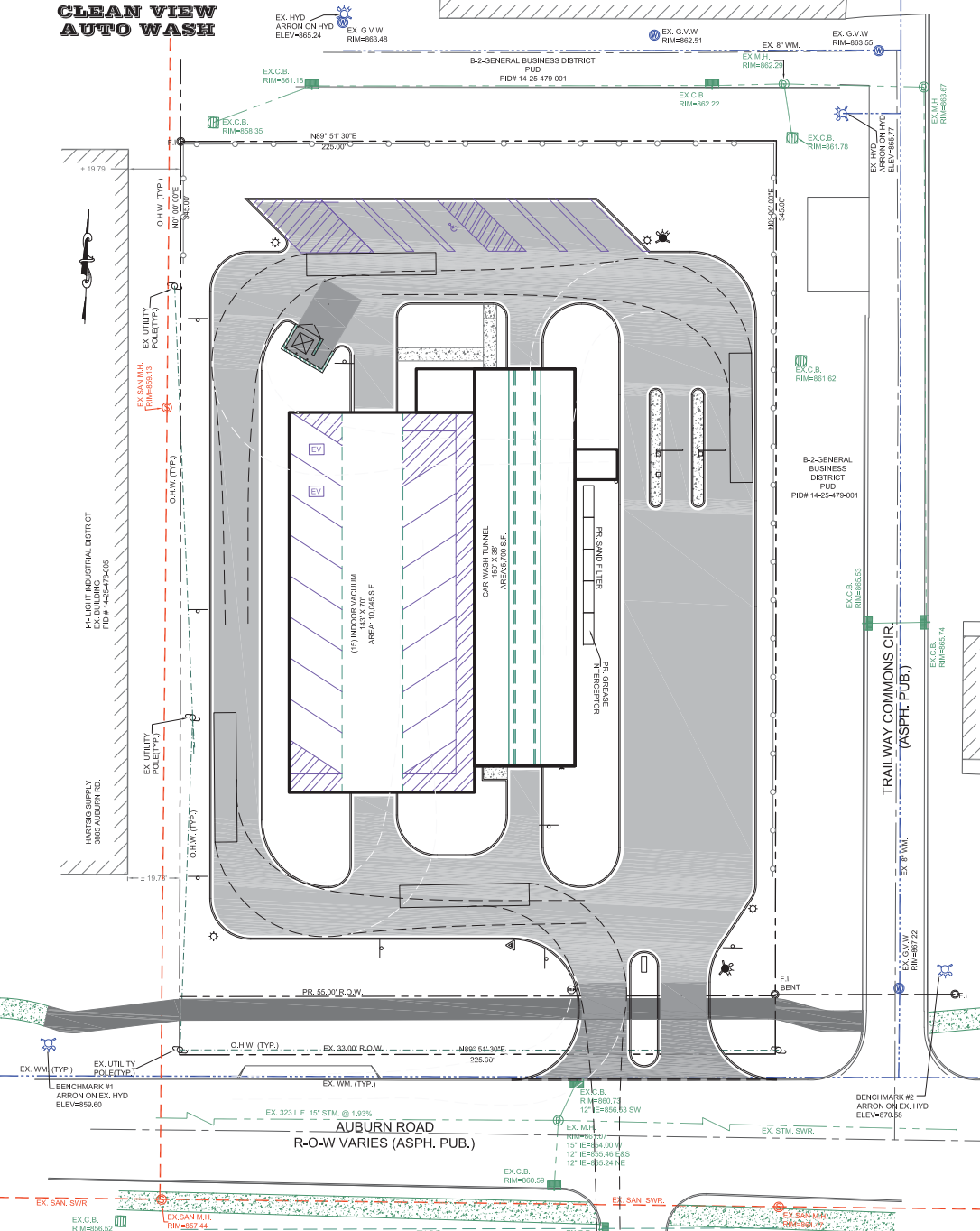
Diagram C: A rectangle with height h and width w . It is divided into a grid of h rows and w columns, resulting in $h \times w$ small squares. The total area is $h \times w$.



NOT FOR CONSTRUCTION
DRAWINGS
PID # 14-25-478-006

NO. **C2.3**
PROJECT NO. **22-0409**

CLEAN VIEW AUTO WASH



SITE BENCHMARK: (NAVD 88 - BY GPS)

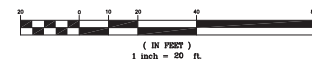
B.M. #1
ARROW ON EX. HYDRANT LOCATED ±50' WEST FROM THE SW CORNER OF PROPERTY AND ON NORTH SIDE OF THE AUBURN ROAD. LOCATED AT 3885 AUBURN RD., AUBURN HILLS ELEVATION: 859.03

B.M. #2
ARROW ON EX. HYDRANT LOCATED ±62' EAST FROM THE SE CORNER OF PROPERTY AND ON NORTH SIDE OF THE AUBURN RD. LOCATED AT 3899 AUBURN RD., AUBURN HILLS ELEVATION: 870.58

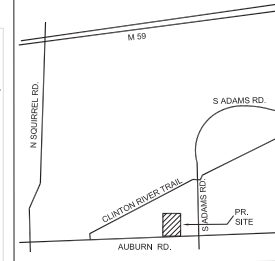
PROPOSED HOURS OF OPERATION:

MONDAY TO SATURDAY - 7:30 AM TO 9:00 PM
SUNDAY - 8:30 AM TO 6:00 PM

GRAPHIC SCALE



NORTH



LOCATION MAP NOT TO SCALE

FIRE DEPARTMENT NOTES:

- THE FOUR (4) INCH STEAMER CAPS ON ALL HYDRANTS WILL BE PAINTED ACCORDING TO THE FOLLOWING:
WHITE - ON 4.00 INCH MAINS
RED - ON 6.00 INCH MAINS
ORANGE - ON 8.00 INCH MAINS
GREEN - ON 12.00 INCH MAINS
BLUE - ON 16.00 INCH OR LARGER MAINS
- NO PARKING SHALL BE PERMITTED AND/OR NO OBSTRUCTIONS SHALL BE PLACED OR CONSTRUCTED WITHIN FIFTEEN (15) FEET OF ANY FIRE HYDRANT OR FIRE DEPARTMENT CONNECTION, PUBLIC OR PRIVATE.
- THE FIRE DEPARTMENT CONNECTION MUST BE LOCATED WITHIN ONE HUNDRED (100) FEET OF A FIRE HYDRANT AND WITHIN FIFTY (50) FEET OF A MINIMUM TWENTY (20) FOOT WIDE PAVED DRIVEWAY OR STREET.
- GAS METERS, PROPANE TANKS, OVERHEAD ELECTRICAL SERVICE, AND TRANSFORMERS MUST NOT BE LOCATED ON THE SAME SIDE OF THE BUILDING OR STRUCTURE AS THE FIRE DEPARTMENT CONNECTION UNLESS A CLEAR DISTANCE OF ONE HUNDRED FIFTY (150) FEET CAN BE MAINTAINED BETWEEN UTILITIES AND THE FIRE DEPARTMENT CONNECTION.
- ALL DRIVE AREAS MUST BE POSTED AS FIRE LANES WITH UNIFORM SIGNS IN KEEPING WITH THE STANDARD ESTABLISHED IN THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES. SIGNS MUST BE ERECTED ON BOTH SIDES OF THE FIRE LANES WITH SPACING BETWEEN SIGNS NOT TO EXCEED ONE HUNDRED (100) FEET.
- DESIGNATED EXIT DOORS ONTO DRIVES OR PARKING AREAS MUST BE PROTECTED WITH GUARD POSTS OR PARKING BLOCKS.
- A WHITE HIGH VISIBILITY STRIP SHALL BE PAINTED ON THE UPPER FLANGE OF ALL FIRE HYDRANTS.

FIRE TRUCK ACCESS PLAN SCALE: 1" = 20.00'

UTILITY WARNING
BEFORE YOU DIG CALL 800-485-7171
OR 248-248-7171
IF YOU ARE NOT SURE OF THE LOCATION OF ANY UTILITIES, CALL 800-485-7171 OR 248-248-7171. IF YOU ARE NOT SURE OF THE LOCATION OF ANY UTILITIES, CALL 800-485-7171 OR 248-248-7171. IF YOU ARE NOT SURE OF THE LOCATION OF ANY UTILITIES, CALL 800-485-7171 OR 248-248-7171.

NOT FOR CONSTRUCTION DRAWINGS
PID # 14-25-478-006

GATEWAY
8535 W. 14th Ave. # 100
AUBURN HILLS, MI 48306
OFFICE: 478-796-4333 FAX: 478-796-4375
www.gatewaysurvey.com

PROJECT INFORMATION:
**CLEAN VIEW
AUTO WASH**
3899 AUBURN RD.
AUBURN HILLS, MI 48306
PARCEL ID# 14-25-478-006

CLIENT INFORMATION:
FRANK TOMA, PRESIDENT
CLEAN VIEW AUTO WASH
PHONE: 588-624-4097
EMAIL: frank.toma@cleanviewautowash.com

ISSUANCE:
☐ SCHEMATIC
☐ BIDDING
☒ SUBMITTAL
☐ CONSTRUCTION
☐ OTHER

DRAWINGS SHALL NOT BE USED FOR CONSTRUCTION UNLESS INDICATED

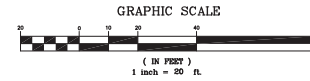
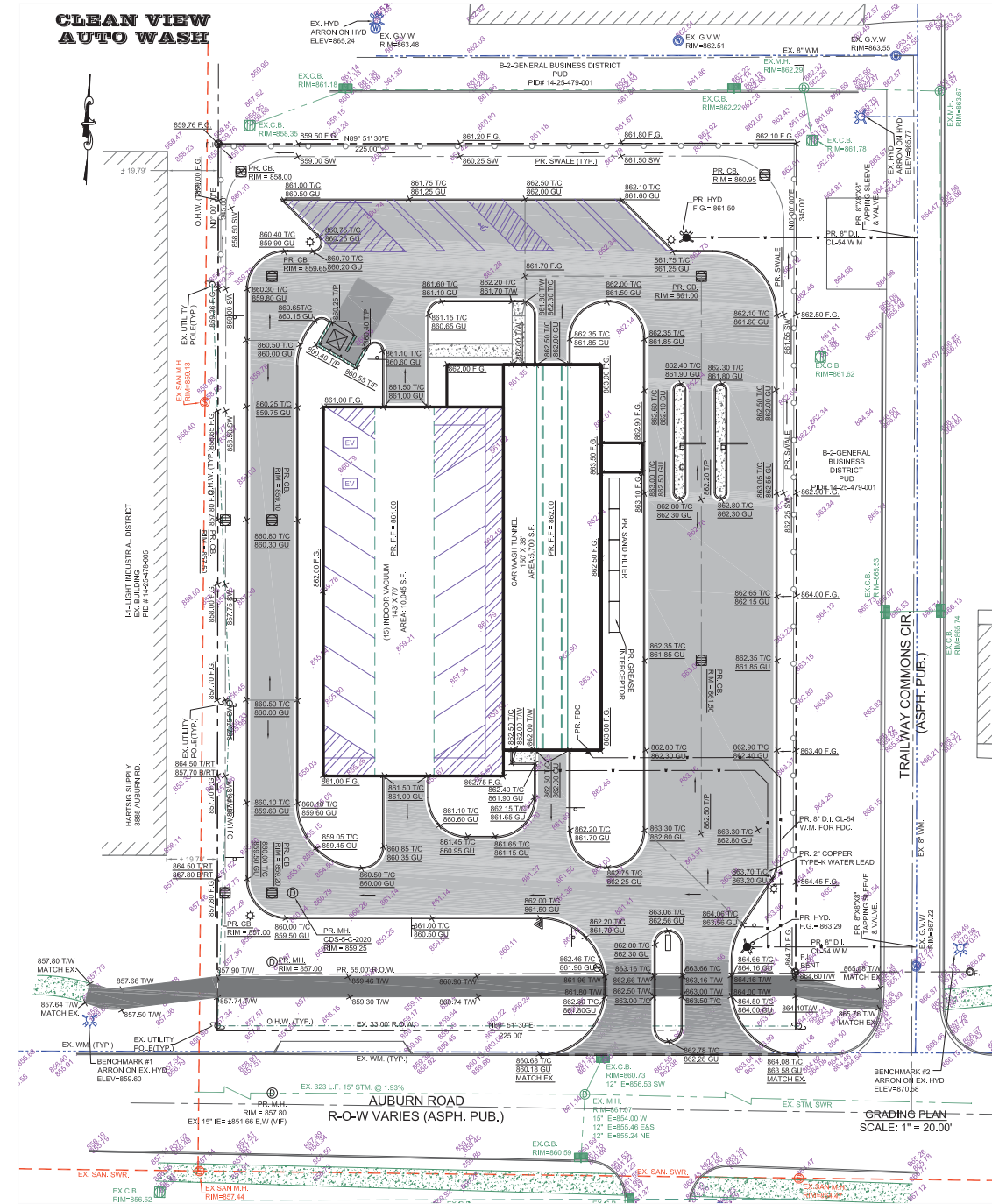
NO.	DESC.	DATE
1.	CONCEPT	8/19/2022
2.	PSP	07/29/2022
3.	REV. PSP	08/02/2022
4.	REV. PSP	09/02/2022
5.	REV.	09/02/2022
6.	REV.	10/18/2022

REVIEWED BY: J.V.
DESIGNED BY: M.G.
DRAWN BY: M.G.

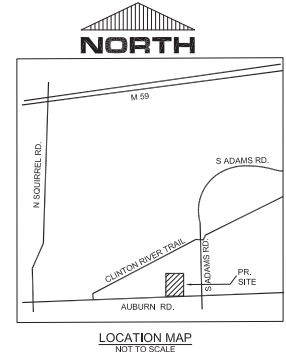
DRAWING:
**FIRE TRUCK ACCESS
PLAN**

NO. **C2.4**
PROJECT NO. 22-0409

CLEAN VIEW AUTO WASH



SITE BENCHMARK (NAVD 88 - BY GPS)
B.M. #1
ARROW ON EX. HYDRANT LOCATED ±50' WEST FROM THE SW CORNER OF PROPERTY AND ON NORTH SIDE OF THE AUBURN ROAD. LOCATED AT 3885 AUBURN RD., AUBURN HILLS ELEVATION= 859.60
B.M. #2
ARROW ON EX. HYDRANT LOCATED ±62' EAST FROM THE SE CORNER OF PROPERTY AND ON NORTH SIDE OF THE AUBURN ROAD. LOCATED AT 3895 AUBURN RD., AUBURN HILLS ELEVATION= 870.58



CITY OF AUBURN HILLS STANDARD NOTES:

- CONSTRUCTION SHALL CONFORM TO CURRENT CITY OF AUBURN HILLS STANDARDS.
- NO WORK SHALL BE PERFORMED WITHOUT INSPECTION.
- A PERMIT FROM THE DPW IS REQUIRED FOR ALL CONSTRUCTION WITHIN CITY ROW. NO EQUIPMENT OR MATERIAL STORAGE WILL BE PERMITTED IN THE ROW.
- ALL CITY STREETS MUST BE MAINTAINED DURING CONSTRUCTION. STREETS SHALL BE KEPT FREE OF MUD, DIRT, CONSTRUCTION DEBRIS, DUST AND THE LIKE. IF CLEAN-UP IS NOT PERFORMED WITHIN 24 HOURS OF NOTIFICATION, THE CITY RESERVES THE RIGHT TO PERFORM THE WORK AND CHARGE THE DEVELOPER ACCORDINGLY.
- WORKING HOURS (INCLUDING RUNNING OF ANY MACHINERY) SHALL BE RESTRICTED TO MONDAY THROUGH SATURDAY, 7:00 AM TO 7:00 PM; SUNDAY TO SUNDOWN, WHICHEVER IS LESS. CONSTRUCTION OPERATIONS BEYOND THE PERIODS MENTIONED ABOVE SHALL BE PERMITTED ONLY AFTER WRITTEN APPROVAL OF THE CITY MANAGER OR HIS DESIGNEE.
- ALL MATERIALS AND MANUFACTURERS SHALL CONFORM TO THE STANDARD DETAILS.
- UTILITY STRUCTURES SHALL NOT BE LOCATED IN DRIVEWAYS, AND WHERE POSSIBLE, SHALL NOT BE LOCATED IN PAVED AREAS.
- THE CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES IN ACCORDANCE WITH ACT 53 OF P.A. OF 1974 AND ALSO CONTACT OAKLAND COUNTY UTILITY AND PROTECTION SERVICE (MISD DIG 1-500-452-7171) THREE (3) WORKING DAYS BEFORE THE START OF ANY CONSTRUCTION.
- THE CONTRACTOR SHALL PROVIDE NECESSARY SIGNS, BARRICADES AND LIGHTS TO PROTECT TRAFFIC AND THE WORK AS DIRECTED BY THE ENGINEER. SUCH DEVICES SHALL BE PLACED PRIOR TO STARTING WORK IN AFFECTED AREAS.
- ALL SOIL EROSION AND SEDIMENTATION CONTROLS SHALL BE IN ACCORDANCE WITH THE OAKLAND COUNTY STANDARDS AND DETAILS. THE CONTRACTOR SHALL FOLLOW LOCAL RULES AND REGULATIONS FOR SOIL EROSION AND SEDIMENTATION CONTROL FOR ALL MATERIALS THAT ARE DISPOSED OF OFF OF THE PROJECT SITE.
- ALL SOIL EROSION MEASURES MUST BE PROPERLY PLACED PRIOR TO GRADING OR OTHER CONSTRUCTION ACTIVITIES.
- FIELD CHANGES TO THE APPROVED PLAN SHALL BE BROUGHT TO THE ATTENTION OF THE INSPECTOR ON SITE, WHO WILL DETERMINE WHETHER THE CHANGE IS CONSIDERED "SIGNIFICANT". "SIGNIFICANT" FIELD CHANGES SHALL BE SUBMITTED TO THE CITY BY THE DESIGN ENGINEER. THE CITY SHALL NOT BE HELD RESPONSIBLE FOR DELAYS IN APPROVAL OF CHANGES TO THE APPROVED SITE IMPROVEMENT (ENGINEERING) PLAN.
- WHERE POSSIBLE, PUBLIC UTILITIES SHALL NOT BE PLACED UNDER PAVEMENT. THE CITY OF AUBURN HILLS SHALL NOT BE RESPONSIBLE FOR PAVEMENT, CURB, OR OTHER RESTORATION OF PERMANENT FACILITIES LOCATED WITHIN THE MUNICIPAL EASEMENT.
- 3 WORKING DAYS PRIOR TO STARTING CONSTRUCTION, CONTACT THE CONSTRUCTION DEPARTMENT OF ORCHARD, HILTZ & MCCLINTIC, INC. AT (734) 496-4539 TO SCHEDULE INSPECTION. CHW SHALL INSPECT ALL SITE IMPROVEMENTS INCLUDING UNDERGROUND UTILITY INSTALLATION, EARTHWORK OPERATIONS, RETAINING WALLS, PAVEMENT IN CITY R.O.W., ALL SIDEWALKS OR SAFETY PATHS IN ANY PUBLIC R.O.W., AND ANY ADDITIONAL ITEMS NOTED DURING REVIEW OR AT THE PRE-CONSTRUCTION MEETING. FINAL OCCUPANCY MAY BE AFFECTED IF PROCEDURES ARE NOT FOLLOWED FOR PROPER INSPECTION.
- PERMANENT STRUCTURES OF ANY TYPE, INCLUDING BUT NOT LIMITED TO, TREES, LIGHT POLES, DRAINAGE STRUCTURES, SANITARY STRUCTURES, BENCHES, TRASH RECEPTACLES, ETC., WILL NOT BE ALLOWED WITHIN THE INFLUENCE OF THE PUBLIC WATER MAIN OR SANITARY SEWER EASEMENTS.

NOTE:
1. IF ANY DISCREPANCY BETWEEN THESE PLANS AND CITY / TWP. STANDARDS OCCURS THE CITY / TWP. STANDARDS SHALL GOVERN.
2. IF ANY DISCREPANCY BETWEEN DESIGN OR CODES RELATED WITH THESE DESIGNED PLANS OCCURS THE STREETEST SHALL APPLY.
3. TWO PARKING ACCESS LANE SPOTS SHALL BE INSTALLED AND MAINTAINED AS DESIGNATED BY THE REG. MANAGER.
4. AN EMERGENCY ACCESS LANE, AS REQUIRED IN ORDINANCE 145, SHALL BE PROVIDED PRIOR TO THE START OF CONSTRUCTION UNLESS THE PERMANENT HARD SURFACE IS INSTALLED PRIOR TO CONSTRUCTION.
5. PRIOR TO CONSTRUCTION, ALL LOCATION AND DEPTH OF EXISTING OVERHEAD AND UNDERGROUND UTILITIES IN CONFLICT WITH THE CONSTRUCTION OF PROPOSED IMPROVEMENTS SHALL BE VERIFIED BY THE FIELD.
6. DURING CONSTRUCTION, CONTRACTOR SHALL USE EXTREME CAUTION WHEN OPERATING NEAR OVERHEAD AND/OR BURIED UTILITIES. CALL 811 OR 311.
7. MUNICIPAL UTILITIES (WATER, SANITARY AND STORM SEWER) ARE TO BE BROUGHT ON SITE BY THE DEVELOPER FROM EXISTING SOURCES.

**NOT FOR CONSTRUCTION
DRAWINGS**
P/D # 14-25-478-006

855.500.796-433 FAX 855.500.796-435
43401 TWP., MI 48305
www.gatewaysurvey.com

PROJECT INFORMATION:
**CLEAN VIEW
AUTO WASH**
3899 AUBURN RD.
AUBURN HILLS, MI 48305
PARCEL ID# 14-25-478-006

CLIENT INFORMATION:
FRANK TOMA, PRESIDENT
CLEAN VIEW AUTO WASH
PHONE: 588-624-4097
EMAIL: frank.toma@cleanviewautowash.com

ISSUANCE:
☐ SCHEMATIC
☒ BIDDING
☐ FINAL SUBMITTAL
☐ CONSTRUCTION
☐ OTHER

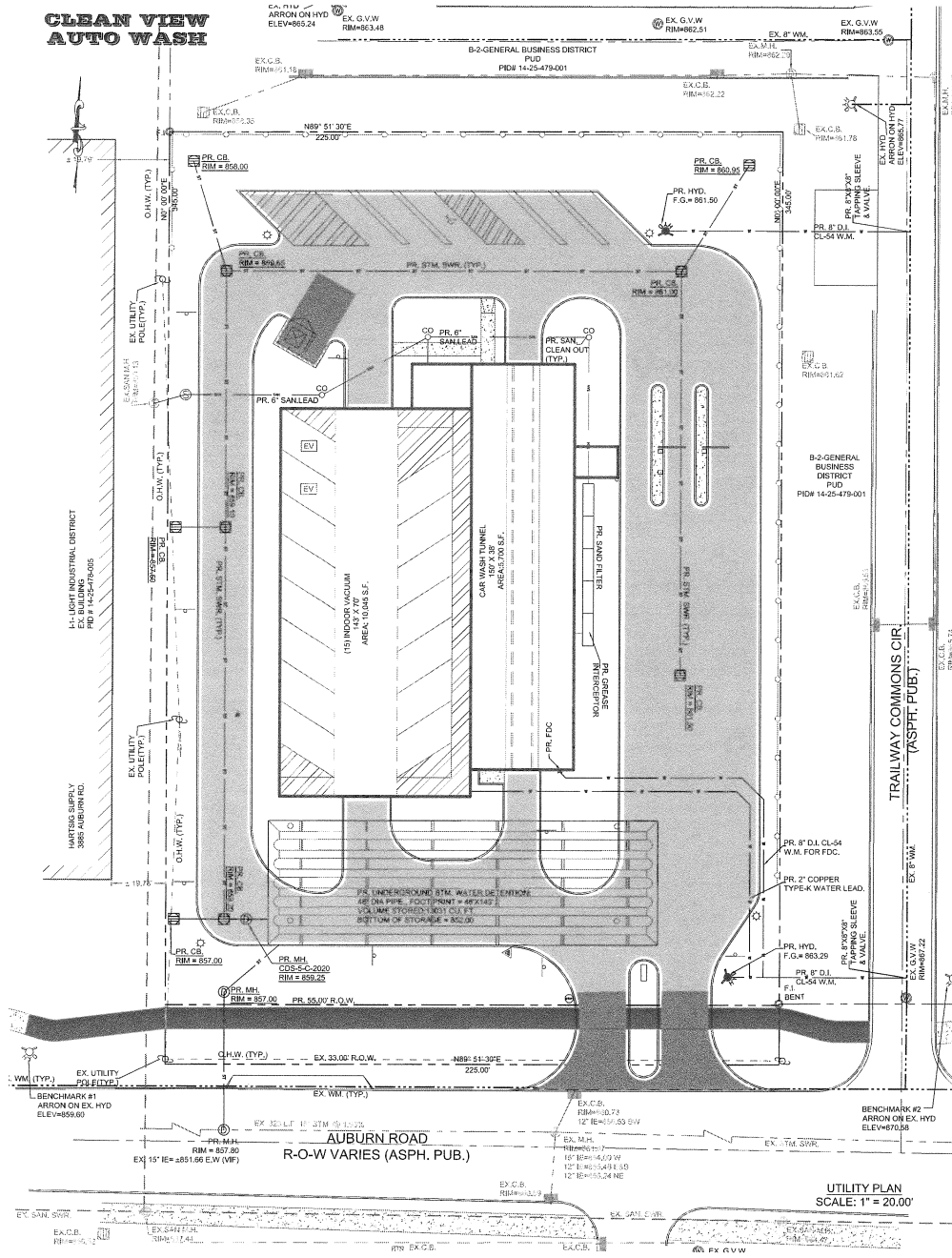
NO.	DATE
1. CONCEPT	04/19/2022
2. PDP	07/20/2022
3. REV. PDP	08/02/2022
4. REV. PDP	09/02/2022
5. REV. PDP	09/02/2022
6. REV.	10/18/2022

REVIEWED BY: J.V.
DESIGNED BY: M.G.
DRAWN BY: M.G.

DRAWING:
ENGINEERING SITE
PLAN / GRADING PLAN

NO. **C3.1**
PROJECT NO. 22-0409

CLEAN VIEW AUTO WASH



UTILITY PLAN
SCALE: 1" = 20.00'

C-Factor Calculation for Storm Sewer Design

Project Name: CLEAN VIEW CAR WASH - AUBURN RD.
Project No.: 23-0409
Name: GHS, M.G.
Date: 7/26/2022

Total Site Area (Not Area)	1.64 acres
Impervious Area (PAV) (C-Factor)	0.95
Impervious Area (PAV) (C-Factor)	0.95
Permeable Area (C-Factor)	0.15
Permeable Area (C-Factor)	1.00

INTERVIEW AREA

Permeable and pervious area
Green Building Foot Area
PUD#

Total Permeable Area: 24,770.76 sq.ft.
Total Pervious Area: 24,770.76 sq.ft.

INTERVIEW AREA: 14,520.00 sq.ft.
TOTAL AREA: 14,520.00 sq.ft.

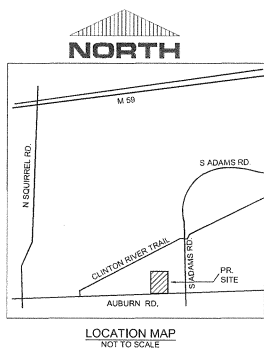
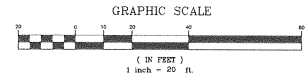
Calculated C-Factor = 0.622

DETENTION CALCULATION 100 YEAR STORM

100 YEAR STORM

ALLOWABLE DISCHARGE CFS/ACRE C1 = 0.20 CFS/ACRE
TIME INITIAL I = 15.00 MINUTES
ACRES A = 1.67 ACRES
RUNOFF COEFF C = 0.64
TOTAL ALLOWABLE DISCHARGE Q = 0.33 CFS
ALLOWABLE OUTFLOW Q = 0.33 CFS
PEAK STORAGE TIME T = 25 (SOR/10312.5 / Q) = 150.00 MINUTES
MAX STORAGE VOLUME/ACRE VS = (15000 x T) / (1 + 25) = (40 x Q0 x T) = 12250.01 CU.FT./ACRE
TOTAL STORAGE REQUIRED VT = VS x A x C = 13031.00 CU.FT.

TOTAL VOLUME PROVIDED IN UNDERGROUND DETENTION SYSTEM = 13031.00 CU.FT.



NOTE:

- IF ANY DISCREPANCY BETWEEN THESE PLANS AND CITY / TWP. STANDARDS OCCURS THE CITY / TWP. STANDARDS SHALL GOVERN.
- IF ANY DISCREPANCY BETWEEN DESIGN OR CODES RELATED WITH THESE DESIGNED PLANS OCCURS THE STREETCART SHALL APPLY.
- NO PARKING/STREET LIGHT SHALL BE INSTALLED AND MAINTAINED AS DESIGNATED BY THE FIRE DEPARTMENT.
- NO EMERGENCY ACCESS LANE, AS REQUIRED IN ORDINANCE 145, SHALL BE PROVIDED PRIOR TO THE START OF CONSTRUCTION UNLESS THE PERMANENT HARD SURFACE IS INSTALLED PRIOR TO CONSTRUCTION.
- PRIOR TO CONSTRUCTION, ALL LOCATIONS AND DEPTHS OF EXISTING OVERHEAD AND UNDERGROUND UTILITIES IN CONFLICT WITH THE CONSTRUCTION OF PROPOSED IMPROVEMENTS SHALL BE REVEALED IN THE FIELD.
- DURING CONSTRUCTION, CONTRACTOR SHALL USE EXTREME CAUTION WHEN OPERATING NEAR OVERHEAD AND/OR BURIED UTILITIES. CALL 811.
- ALL NECESSARY UTILITIES (WATER, SANITARY AND STORM SEWERS) ARE TO BE BROUGHT ON SITE BY THE DEVELOPER FROM EXISTING SOURCES.

SITE BENCHMARK: (NAVD 88) - BY GPS

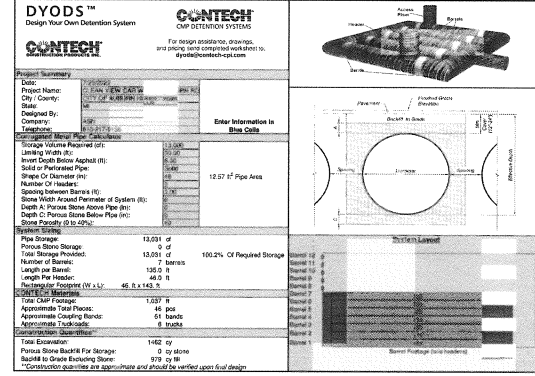
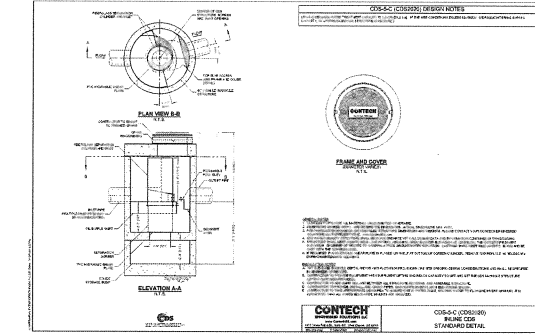
- BM #1**
ARROW ON EX. HYDRANT LOCATED 250' WEST FROM THE SW CORNER OF PROPERTY AND ON NORTH SIDE OF THE AUBURN RD. LOCATED AT 3885 AUBURN RD., AUBURN HILLS, MI 48003. ELEVATION: 659.60
- BM #2**
ARROW ON EX. HYDRANT LOCATED 462' EAST FROM THE SE CORNER OF PROPERTY AND ON NORTH SIDE OF THE AUBURN RD. LOCATED AT 3995 AUBURN RD., AUBURN HILLS, MI 48003. ELEVATION: 670.58

LEGEND

- EXIST. STORM SEWER
- EXIST. OVERHEAD UTILITY
- EXIST. FENCE LINE
- EXIST. WATERMAIN
- EXIST. SANITARY LINE
- EXIST. GAS LINE
- EXIST. HYDRANT
- EXIST. UTILITY POLE
- EXIST. GATE WELL
- EXIST. ROAD CATCH BASIN
- EXIST. STORM CATCH BASIN (BEEHIVE)
- EXIST. SANITARY MANHOLE
- EXIST. ROAD SIGN BOARD
- PROPOSED LIGHT POLE
- PROPOSED STORM MANHOLE
- PROPOSED CATCH BASIN
- PROPOSED HYDRANT
- PROPOSED HYDRANT
- PROPOSED WATER MAIN
- PROPOSED SANITARY SEWER
- PROPOSED STORM SEWER
- EXIST. PAVT.
- PROPOSED 6" CONC. PAVT.
- PROPOSED 8" CONC. PAVT.
- PROPOSED CONC. WALK & SIDEWALK
- PROPOSED PAVERS



NOT FOR CONSTRUCTION
DRAWINGS
PID # 14-25-475-006



CLEAN VIEW
AUTO WASH
3885 AUBURN RD.
AUBURN HILLS, MI 48003
PHONE: 248-552-1500
FAX: 248-552-1501
WWW.CLEANVIEWAUTOWASH.COM

PROJECT INFORMATION

CLEAN VIEW AUTO WASH

3885 AUBURN RD.
AUBURN HILLS, MI 48003
PARCEL ID# 14-25-475-006

CLIENT INFORMATION

FRANK TOMA, PRESIDENT
CLEAN VIEW AUTO WASH
PHONE: 248-552-1500
FAX: 248-552-1501
WWW.CLEANVIEWAUTOWASH.COM

ISSUANCE:

- ☐ SCHEMATIC
- ☐ BIDDING
- ☒ MUNI SUBMITTAL
- ☐ CONSTRUCTION
- ☐ OTHER

DRAWINGS SHALL NOT BE
USED FOR CONSTRUCTION
UNLESS INDICATED

NO.	REVISION	DATE
1.	CONCEPT	04/19/2022
2.	PREP	05/05/2022
3.	REV. PREP	06/05/2022
4.	REV. PREP	06/05/2022
5.	REV. PREP	06/05/2022
6.	REV.	07/26/2022

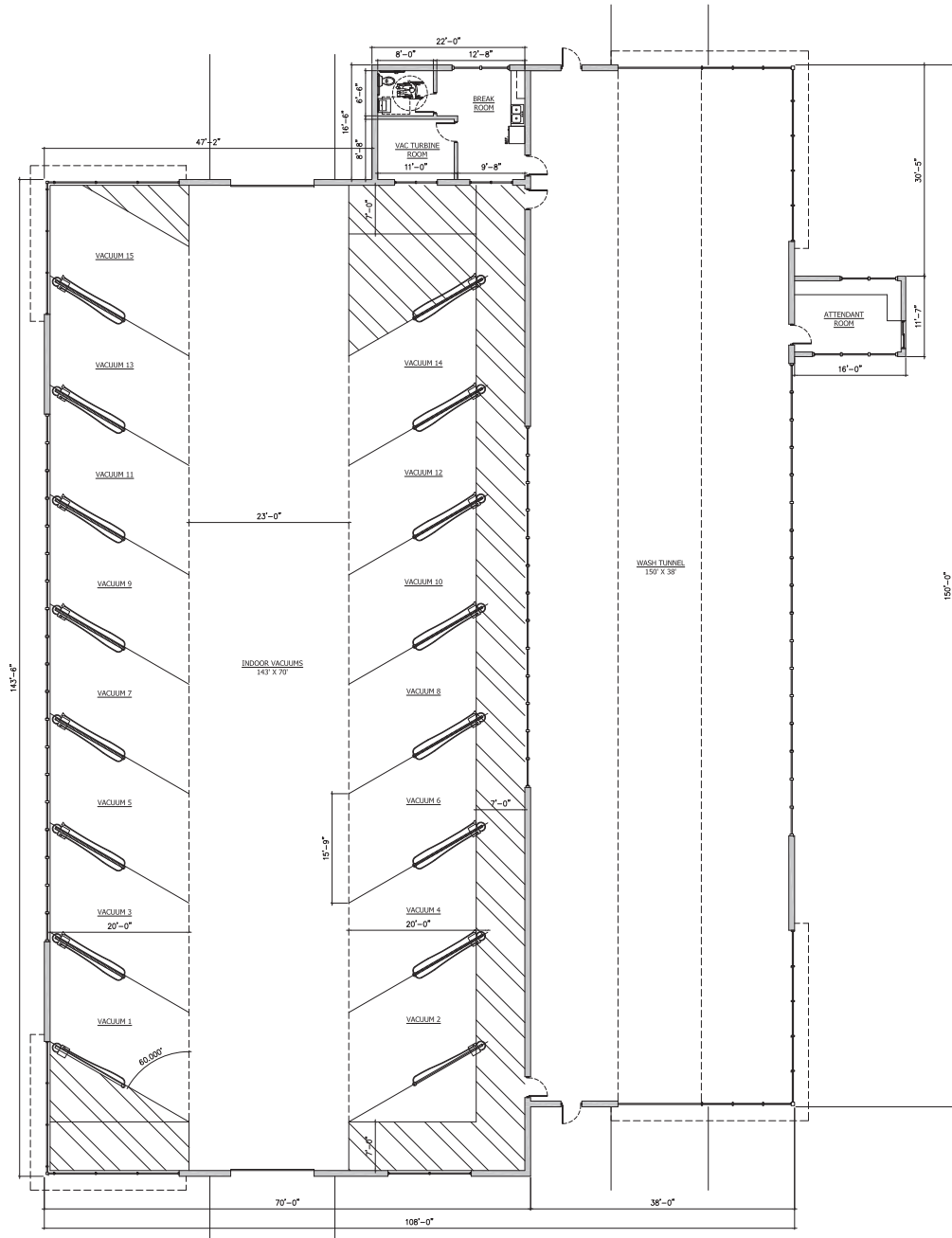
REVIEWED BY: J.V.
DESIGNED BY: M.G.
DRAWN BY: M.C.

DRAWING:
ENGINEERING /
UTILITY PLAN

NO. C4.1
PROJECT NO. 22-0409

NOTE:
 -GROSS SQ FT: 16,307
 -USE GROUP CLASSIFICATION: S-1
 -CONSTRUCTION TYPE: IIB
 -SPRINKLER N/A PER TABLE 506.2
 ALLOWABLE AREA FACTOR
 IN SQUARE FEET (SEE BELOW)
 SPRINKLER SYSTEM WILL BE PROVIDED IF NECESSARY

S-1	NS	UL	48,000	26,000	17,500	26,000	17,500	25,500	14,000	9,000
	S1	UL	192,000	104,000	70,000	104,000	70,000	102,000	56,000	36,000
	SM	UL	144,000	78,000	52,500	78,000	52,500	76,500	42,000	27,000



PROPOSED FLOOR PLAN
 SCALE: 1/8" = 1'-0"

8150 ANNEBURY DRIVE, SUITE # 100
 AUBURN, MA 01501
 OFFICE: 413-766-5751
 www.gesgateway.com

PROJECT INFORMATION:
 CLEAN VIEW
 AUTO WASH

3909 Auburn Rd
 Auburn, MA 01501

CLIENT INFORMATION:
 Frank Torm
 (508) 224-4387
 kurt.torm@cleanviewautowash.com

ISSUANCE:
☐ SCHEMATIC
☐ BIDDING
☒ Muni Submittal
☐ CONSTRUCTION
☐ OTHER

DRAWINGS SHALL NOT BE
 USED FOR CONSTRUCTION
 UNLESS INDICATED

NO.	DESC.	DATE
01	ISSUED FOR DESIGN	07/22/22
02	REVISION	09/22/22

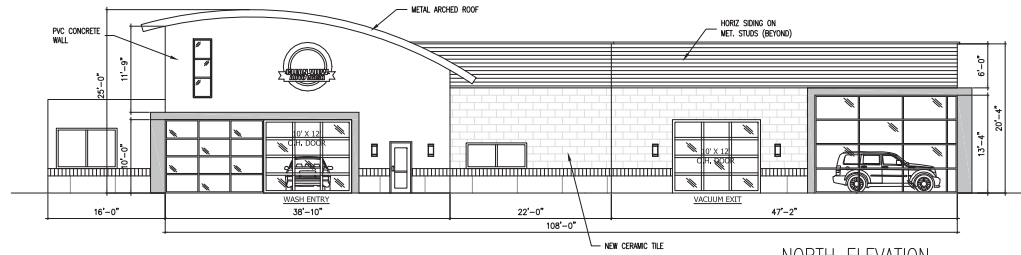
REVIEWED BY: J.V.
 DESIGNED BY: D.D.
 DRAWN BY: D.D.

DRAWING:
 FLOOR PLAN

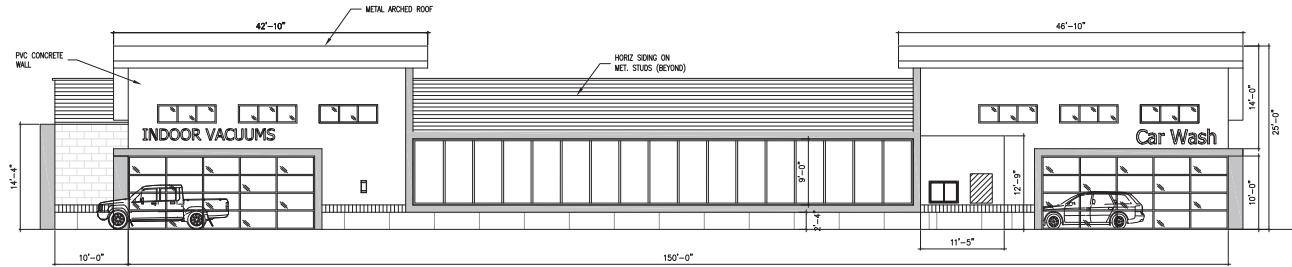
NO. **A1.1**
 PROJECT NO. 22-0409

NOTE:
ANY MODIFICATIONS TO THE FACADE PLAN (INCLUDING COLOR) MUST BE RESUBMITTED TO THE CITY OF AUBURN HILLS FOR REVISED APPROVAL. THE USE OF NEON, FLAGS, OR ANY OTHER TYPE OF UNAPPROVED SIGNAGE SHALL BE PROHIBITED PER SITE PLAN REVIEW.

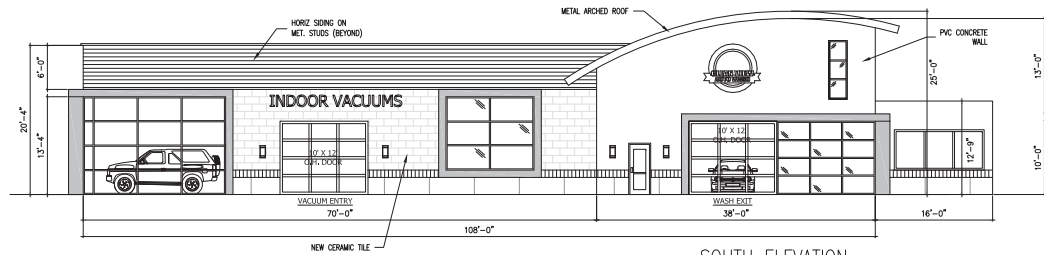
- SIGN LOCATIONS AND CALCULATIONS PROVIDED BY OTHERS.
- NO ROOF TOP MECHANICAL EQUIPMENT PROPOSED - NO SCREENING FOR EQUIPMENT REQUIRED.



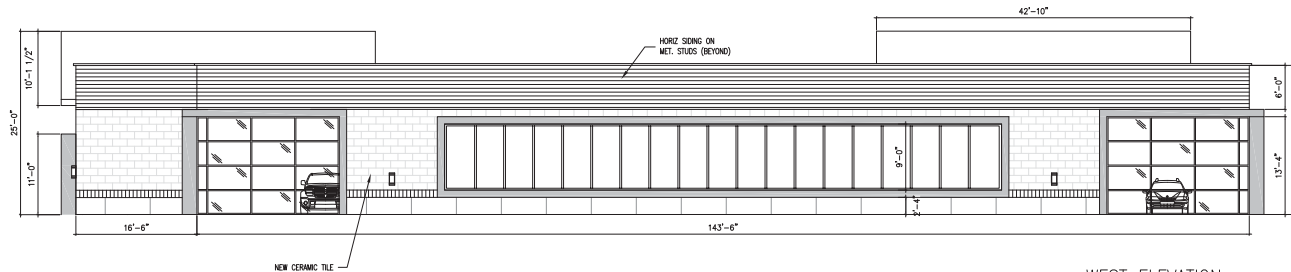
NORTH ELEVATION
SCALE: 1/8"=1'-0"



EAST ELEVATION
SCALE: 1/8"=1'-0"



SOUTH ELEVATION
SCALE: 1/8"=1'-0"



WEST ELEVATION
SCALE: 1/8"=1'-0"



VIEW OF INDOOR VACUUM EXIT



VIEW OF INDOOR VACUUM ENTRY



VIEW OF WASH TUNNEL ENTRY

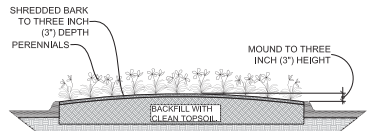


VIEW LOOKING NORTH FROM AUBURN RD.

LANDSCAPE DEVELOPMENT NOTES:

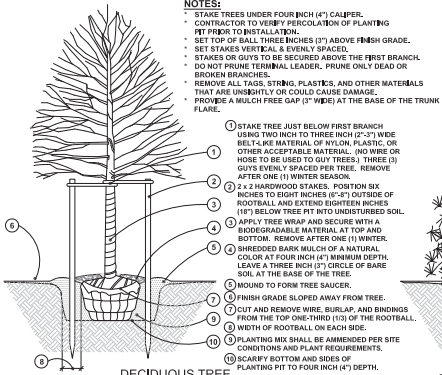
PLANTING

- The plant materials shall conform to the type stated on the plant list. Sizes shall be the minimum stated on the plant list or larger. All measurements shall be in accordance with the latest edition of the American Association of Nurserymen Standards for Nursery Stock.
- The plant material shall be nursery grown and inspected by the Owner's representative before planting. The Owner's representative reserves the right to reject any plant material at any time.
- Plants designated "B&B" shall be balled and burlapped with firm balls of earth.
- Dig shrub pits one foot (1') larger than the shrub rootball, tree pits three (3) times the width of the tree rootball and backfill with one (1) part topsoil and one (1) part soil from excavated pit. Plant trees and shrubs at the same grade level at which they were planted at the nursery. If wet, clay soils are evident, plant trees and shrubs slightly higher.
- The Contractor is responsible for planting the materials at the correct grades and spacing. The plants shall be oriented to give the best appearance.
- When the plant has been properly set, the pit shall be backfilled with the topsoil mixture, gradually filling, patting, and settling with water.
- Trees in lawn areas to have a four foot (4') circle of mulch, four inches (4") deep, and three inches (3") away from the trunk. Shrub beds are to be mulched with shredded bark mulch to a minimum depth of four inches (4"). Only natural color shredded hardwood bark mulch will be accepted.
- All plant materials shall be pruned and injuries repaired. The amount of pruning shall be limited to the removal of dead or injured limbs and to compensate for the loss of roots from transplanting. Cuts should be flush, leaving no stubs. Cuts over three quarters of an inch (3/4") shall be painted with tree paint. Shrubs along the site perimeter shall be allowed to grow together in a natural form.
- All plantings shall be completed within three (3) months, and no later than November 30, from the date of issuance of a certificate of occupancy if such certificate is issued during the April 1 thru September 30 period; if the certificate is issued during the October 1 thru March 31 period, the planting shall be completed no later than the ensuing May 31; plantings shall thereafter be reasonably maintained, including permanence and health of plant materials to provide a screen to abutting properties and including the absence of weeds and refuse.
- Backfill directly behind all curbs and along sidewalks and compact to the top of curbs or walk to support vehicle and pedestrian weight without settling.
- All landscape areas, especially parking lot islands and landscape beds next to buildings shall be excavated of all building materials and poor soils to a depth of twelve inches to eighteen inches (12"-18") and backfilled with good, medium-textured planting soil (loam or light yellow clay loam). Add four inches to six inches (4"-6") of topsoil over the fill material and crown a minimum of six inches (6") above the top of curbs and/or walks after earth settling unless otherwise noted on the landscape plan.
- Edging shall consist of Ryerson Steel edging or approved equivalent or spaced edge.
- Elevate the rootballs of Yew shrubs to allow for better drainage.



PARKING LOT ISLAND DETAIL

not to scale



PLANTING DETAILS

not to scale

MATERIAL

- Topsoil shall be friable, fertile soil of clay loam character containing at least five percent (5%) but not more than twenty percent (20%) by weight of organic matter with a pH range between 6.0 and 7.0. The topsoil shall be free from clay lumps, coarse sand, plant roots, sticks, and other foreign materials.
 - The seed mixture shall consist of the following types and proportions: Kentucky Blue Grass blend "Baron/Sheer/Adelphi" @ sixty percent (60%), Chewing Fescue @ twenty-five percent (25%), Creeping Red Fescue @ ten percent (10%), and Perennial Ryegrass @ five percent (5%). Weed content shall not exceed one percent (1%). The mix shall be applied at a rate of 200 pounds per acre.
 - Sod shall be two (2) year old "Baron/Sheer/Adelphi" Kentucky Blue Grass blend grown in a sod nursery on loam soil.
 - Callery Pear (*Pyrus calleryana*) and Norway Maple (*Acer platanoides*) shall not be substituted for any tree species in the plant list. Contact the Owner's Representative for acceptable plant substitutions.
- GENERAL**
- The work shall consist of providing all necessary materials, labor, equipment, tools, and supervision required for the completion as indicated on the drawings.
 - All written dimensions override scale dimensions on the plans.
 - Report all changes, substitutions, or deletions to the Owner's representative.
 - All bidders must inspect the site and report any discrepancies to the Owner's representative.
 - All specifications are subject to change due to existing conditions.
 - The Owner's representative reserves the right to approve all plant material.
 - All ground mounted mechanical units shall be screened on three (3) sides with living plant material.

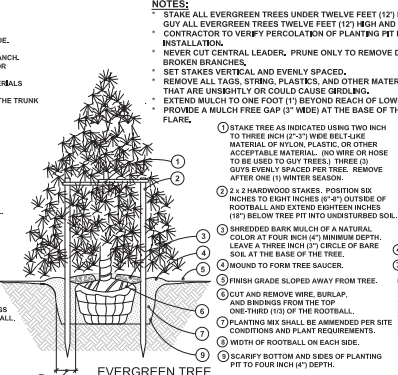
MAINTENANCE OF GENERAL LANDSCAPE AREAS

- The Owner of the landscaping shall perpetually maintain such landscaping in good condition so as to present a healthy, neat, and orderly appearance, free from refuse and debris.
- The Owner shall conduct a seasonal landscape maintenance program including regular lawn cutting (at least once per week during the growing season), pruning at appropriate times, watering, and snow removal during winter.
- The Contractor is responsible for watering and maintenance of all seed areas until a minimum of ninety percent (90%) coverage, as determined by the Owner's representative.
- All diseased and/or dead material shall be removed within sixty (60) days following notification and shall be replaced within the next appropriate planting season or within one (1) year, whichever comes first.
- Any debris such as lawn clippings, fallen leaves, fallen limbs, and litter shall be removed from the site on a weekly basis at the appropriate season.
- All planting beds shall be maintained by removing weeds, fertilizing, and replenishing mulch as needed.
- Annual beds shall be kept free of weeds and mulched with sphagnum peat of a neutral pH as needed. Perennial beds shall be kept free of weeds and mulched with fine textured shredded bark as needed. Cut spent flower stalks from perennial plants at regular intervals.



SPADED EDGE BED DETAIL

not to scale



PLANTING DETAILS

not to scale

LANDSCAPE PLAN REQUIREMENTS

Total Site Area 1.67 acres (72,675 square feet)

Requirement	Required	Provided
Net Landscape Area	At least twenty percent (20%) of the net site area (exclusive of right-of-way) shall be landscaped.	
Site Area Landscaping	72,675 x 0.2 = 14,535 sq. ft. Approx 50' x 50' mix of evergreen and deciduous trees for each 1,000 sq. ft. of required landscape area.	24,942 sq. ft.
Frontage Landscaping	One (1) tree for every thirty feet (30') of greenbelt length along the public road.	20 trees
Parking Interior Landscaping	For every twenty (20) parking spaces in a row which do not immediately adjoin a landscaped screen greenbelt or buffer zone, a minimum of one (1) deciduous shade tree, with a minimum landscaped area of one hundred (100) square feet each, shall be provided.	8 trees
Tree Replacement	Twenty-six (26) regulated trees to be removed with one to one replacement. (Replacement trees required by the City's Woodland Preservation Ordinance may be used as landscape trees required by Section 1808: LANDSCAPING AND SCREENING REQUIREMENTS.)	2 trees
Total No. of Trees		32 trees

PLANT MATERIAL LIST

KEY CITY, BOTANICAL NAME	COMMON NAME	SIZE	PERCENTAGE SPECIES	GENUS
AGR 2	Amelanchier x grandiflora 'Rob'n HT' (Rob'n HT Serviceberry)	2-1/2" cal. B&B	6%	33%
ALC 6	Amelanchier laevis 'Cumulus' (Cumulus Serviceberry)	2-1/2" cal. B&B	19%	33%
GBF 3	Ginkgo biloba 'Fastigiate' (Fastigiate Maidenhair Tree)	2-1/2" cal. B&B	9%	17%
MSR 1	Magnolia stellata 'Royal Star' (Royal Star Magnolia)	2-1/2" cal. B&B	3%	17%
LT 6	Liriodendron tulipifera 'Aristocrat' (Aristocrat Tulip Tree)	2-1/2" cal. B&B	6%	33%
PS 2	Pinus strobus (Eastern White Pine)	8" ht. B&B	22%	17%
QR 5	Quercus rubra (Red Oak)	2-1/2" cal. B&B	16%	17%
32	TOTAL			

DIVERSITY REQUIREMENTS

- One (1) genus to contribute no more than fifty percent (50%) of the trees (30 trees x 0.50 = 15 trees)
- One (1) species to contribute no more than twenty five percent (25%) of the trees (30 trees x 0.25 = 8 trees)

SHRUBS AND PERENNIALS

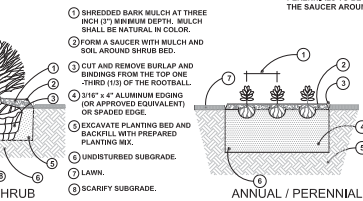
AAB 30	Aronia arbutifolia 'Bilbo' (Bilbo Aronia Red Chokeberry)	30" ht., 5 gal. pot
CAR 16	Clethra alnifolia 'Ruby Spice' (Ruby Spice Summersweet)	24" ht., 3 gal. pot
IVH 25	Itea virginica 'Henry's Garnet' (Henry's Garnet Sweetgale)	24" ht., 3 gal. pot
JCH 12	Juniperus chinensis 'Mops' (Mops Chinese Juniper)	4" ht. B&B
RAG 18	Rhus aromatica 'Gro-Low' (Gro-Low Fragrant Sumac)	4" ht., 3 gal. pot
HOR 5	Hydrangea quercifolia 'Ruby Slippers' (Ruby Slippers Oakleaf Hydrangea)	24" ht., 3 gal. pot
TMD 24	Taxus x media 'Densiformis' (Densiformis Yew)	24" ht. B&B
TOW 58	Thuja occidentalis 'Wintergreen' (Wintergreen Upright Arborvitae)	4" ht. B&B
188	TOTAL	
RLG 64	Rubus coccineus 'Little Goldstar' (Little Goldstar Orange Coneyflower)	1 gal. pot, 18" o.c.
PAB 66	Pennisetum alopecuroides 'Burgundy Bunny' (Burgundy Bunny Dwarf Fountain Grass)	1 gal. pot, 18" o.c.

GENERAL NOTES FOR ALL PLANTINGS:

- DO NOT CUT CENTRAL LEADER.
- REMOVE ALL TAGS, STRINGS, PLASTICS, AND ANY OTHER NON-Biodegradable MATERIALS (EXCEPT LABEL FOR PLANT NAME) FROM PLANT STEMS OR CROWN WHICH ARE UNDESIRABLE OR COULD CAUSE Girdling.
- PLANTS SHALL BEAR THE SAME RELATIONSHIP TO FINISH GRADE AS IT BORE TO THE PREVIOUS GRADE IN THE NURSERY. SET THE BASE OF THE PLANT SLIGHTLY HIGHER THAN EXISTING GRADE IF PLANTING IN CLAY SOILS.
- CENTER THE ROOTBALL IN THE PLANTING HOLE. LEAVE THE BOTTOM OF THE PLANTING HOLE FIRM. USE WATER TO SETTLE THE PLANTING MIX AND REMOVE ANY AIR POCKETS AND FIRMLY SET THE TREE OR SHRUB. GENTLY TAMP IF NEEDED.

NOTES:

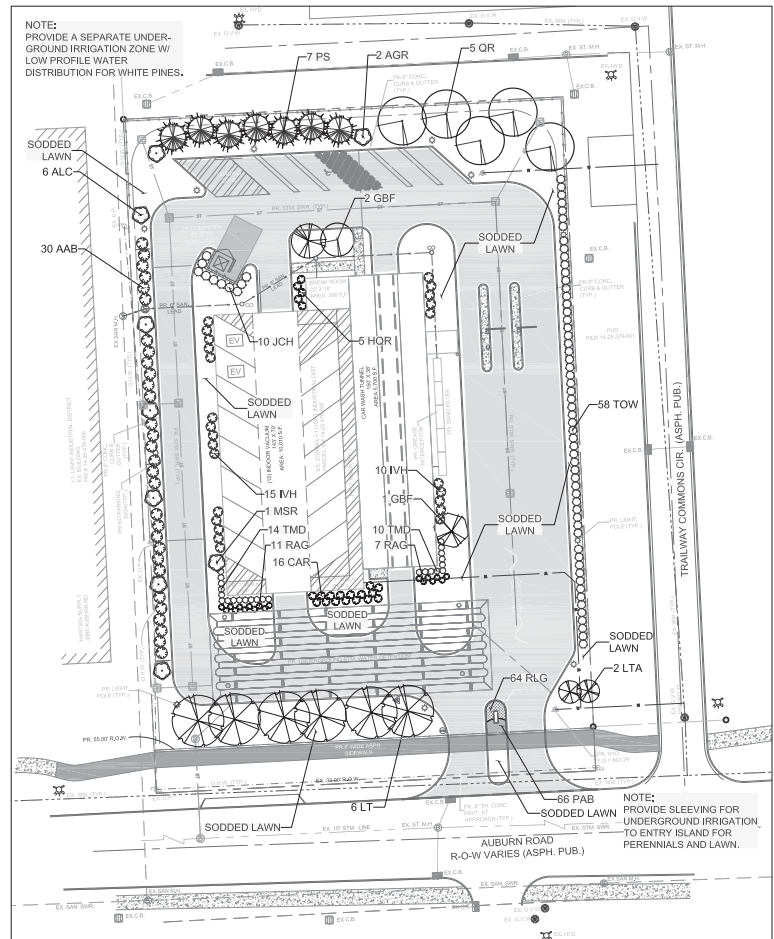
- CONTRACTOR TO VERIFY PERCOLATION OF PLANTING PIT PRIOR TO INSTALLATION.



PLANTING DETAILS

not to scale

ANNUAL / PERENNIAL / GROUND COVER

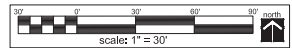


LANDSCAPE PLAN

scale: 1" = 30'

AUBURN HILLS LANDSCAPE NOTES

- All installed trees are to have a straight trunk.
- All installed trees are to be northern grown.
- All installed trees are to be State Department of Agriculture Nursery Grade No. 1 or better.
- All replacement trees are considered protected regardless of size.
- All trees shall be guaranteed for a minimum of two (2) years.
- All landscape areas shall be irrigated with an underground sprinkler system.



date: September 16, 2022

revised: 09-25-2022

Comments from the City Woodland Consultant.

Comments from the City - grouping of evergreens w/ separate irrigation & trunk flare note.

Comments from the City - grouping of evergreens w/ separate irrigation & trunk flare note.

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Comments from the City - grouping of evergreens w/ separate irrigation & trunk flare note.

LANDSCAPE PLAN FOR: Clean View Auto Wash 44640 Morley Drive Clinton Township, Michigan 48036

PROJECT LOCATION: Proposed Car Wash 3909 Auburn Road Auburn Hills, Michigan 48036

LANDSCAPE PLAN BY: Nagy Devlin Land Design 31736 West Chicago Ave. Livonia, Michigan 48150 (734) 634 9208

LP - 1: LANDSCAPE PLANTING PLAN

* Base data provided by Gateway Engineering & Surveying.

TREE INVENTORY LIST

No.	Size	Botanical Name	Common Name	Condition	Regulated	Save (S)	Remove (X)
4401	5", 8", 7"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4402	7"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4403	3", 5", 6"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4404	16"	<i>Gleditsia triacanthos</i>	Honeylocust	Good	NR (Species)	X	
4405	15"	<i>Gleditsia triacanthos</i>	Honeylocust	Good	NR (Species)	X	
4406	17"	<i>Quercus rubra</i>	Red Oak	Good	R	X	
4407	13"	<i>Gymnocladus dioica</i>	Kentucky Coffeetree	Good	R	X	
4408	6"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4409	8"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4410	8"	<i>Acer rubrum</i>	Red Maple	Good	NR (Species)	X	
4411	11"	<i>Gleditsia triacanthos</i>	Honeylocust	Good	R	X	
4412	8"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4413	8"	<i>Quercus rubra</i>	Red Oak	Good	R	X	
4414	17"	<i>Gleditsia triacanthos</i>	Honeylocust	Good	NR (Species)	X	
4415	6", 7", 7"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4416	7", 7", 7"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4417	9"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4418	7"	<i>Gleditsia triacanthos</i>	Honeylocust	Good	NR (Species)	X	
4419	6"	<i>Pyrus calleryana</i>	Callery Pear	Good	NR (Species)	X	
4420	8"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4421	11"	<i>Prunus serotina</i>	Black Cherry	Good	R	X	
4422	12"	<i>Populus deltoides</i>	Cottonwood	Good	NR (Species)	X	
4423	6"	<i>Prunus serotina</i>	Black Cherry	Good	R	X	
4424	8"	<i>Fagus sp.</i>	Beech	Good	R	X	
4425	12"	<i>Gleditsia triacanthos</i>	Honeylocust	Good	NR (Species)	X	
4426	10"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4427	11"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4428	17"	<i>Acer saccharinum</i>	Silver Maple	Good	NR (Species)	X	
4429	16"	<i>Thuja occidentalis</i>	White Cedar	Good	R	X	
4430	8"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4431	7"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4432	10"	<i>Gleditsia triacanthos</i>	Honeylocust	Good	NR (Species)	X	
4433	9"	<i>Acer rubrum</i>	Red Maple	Good	R	X	
4434	13"	<i>Gleditsia triacanthos</i>	Honeylocust	Good	NR (Species)	X	
4435	6"	<i>Fagus sp.</i>	Beech	Good	R	X	
4436	6"	<i>Fagus sp.</i>	Beech	Good	R	X	
4437	6"	<i>Tilia americana</i>	Basswood	Good	R	X	

Total No. of Trees: 37

TREE REPLACEMENT TABLE

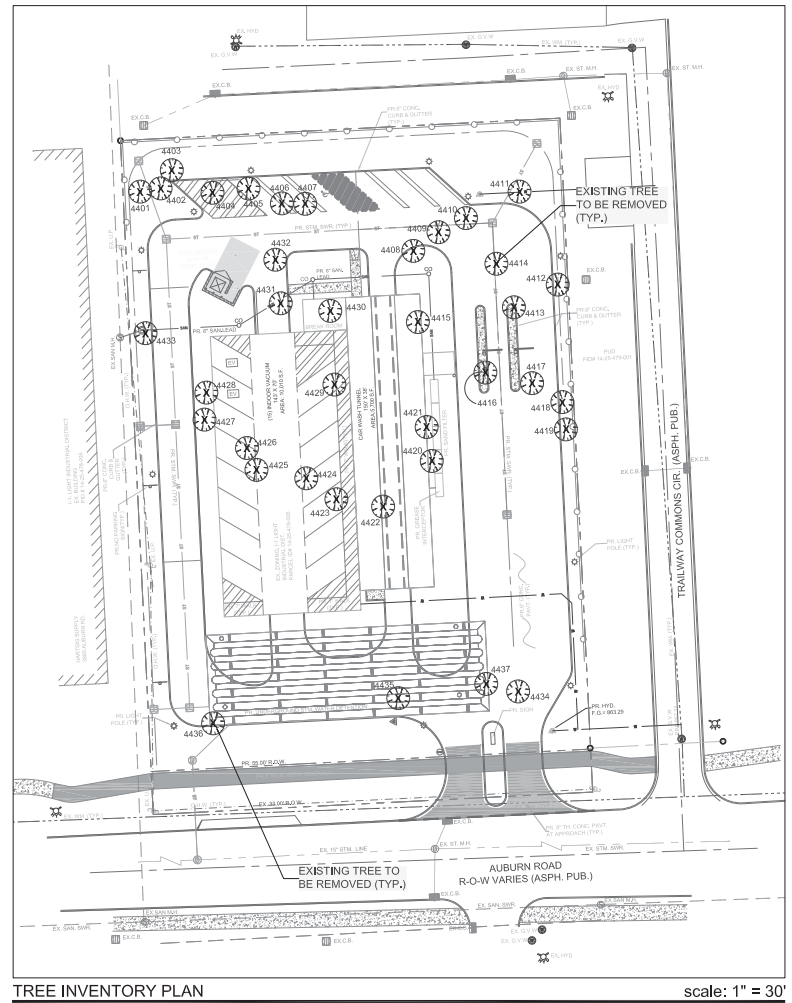
Description	Surveyed Trees	Replacement Trees
Non-Regulated	11	0
Removed - Regulated	26	26
Saved	0	0
Totals	37	26

TREE REPLACEMENT CALCULATIONS

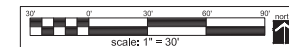
Regulated trees removed: 26

Landmark trees removed: 0

Total replacement trees required equals twenty six (26).



date: September 16, 2022
 revised:
 09-25-2022 Revise acc. to site plan changes &
 11-02-2022 comments from the City Woodland Consultant.



LANDSCAPE PLAN FOR:
 Clean View Auto Wash
 44640 Morley Drive
 Clinton Township, Michigan 48036
 Mr. Frank Toma
 (586) 524-9397

PROJECT LOCATION:
 Proposed Car Wash
 3909 Auburn Road
 Auburn Hills, Michigan

LANDSCAPE PLAN BY:
 Nagy Devlin Land Design
 31736 West Chicago Ave.
 Livonia, Michigan 48150
 (734) 634 9208



LP - 2: TREE INVENTORY PLAN

* Base data provided by Gateway Engineering & Surveying.



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 6, 2023

AGENDA ITEM NO 13A

13. CLOSED SESSION

No Electronic Information Available

MOTION

Move 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.

Oakland County Veterans Resource Fair set for Nov. 15 at OCC campus



File photo. (Stephen Frye / MediaNews Group)

By **SHARON LONGMAN** | sslstart@aol.com

PUBLISHED: October 27, 2023 at 6:00 a.m. | UPDATED: October 27, 2023 at 2:07 p.m.

The Oakland County Veterans Resource Fair is from 9 a.m. to noon Wednesday, Nov. 15, at Oakland Community College, in the Student Center, at 2900 Featherstone Road, Auburn Hills.

Representatives will be on site to serve all veterans, and their families with resources including free nonperishable food boxes and the following:

- Gary Burnstein Community Health Clinic-scheduling free dental appointments.
- Detroit VA Healthcare System-Offering registration help and exams for non-enrolled veterans.
- Oakland County Health Department-COVID-19 vaccines based on CDC guidance.
- Dorsey College Cosmetology Program. Hairstylists will be on site giving free haircuts to veterans.
- Oakland County Veterans' Services will provide information and claims assistance regarding veteran's benefits and give away \$50 Meijer gift cards. To be eligible, must be a veteran and Oakland County resident and must present a copy of DD214.
- Michigan Veterans Affairs Agency-Printing DD214's on site.
- Oakland County Michigan Works! -Providing veterans and their families with career planning, training programs, job search resources and the opportunity to meet with an employment specialist.
- Oakland County Neighborhood & Housing Development-Helping residents with housing counseling.
- Oakland County Parks & Recreation-Giving out free annual vehicle permits.
- Oakland Community Health Network-Addressing any behavioral health issues and concerns, including behavioral health needs for children.
- VA Suicide Prevention-Providing free gun locks.
- Ride SMART-Providing information on their veteran transportation program.

Admission is free. Registration is required at: www.eventbrite.com/e/oakland-county-veterans-resource-fair-tickets-692463776797. For more information, email Tyrone Jordan at jordant@oakgov.com or call 248-285-8016.

OCC to open regional police academy

Program aimed at people unable to attend full-time training



Students who successfully complete the training and pass the state licensing exam are eligible to be a certified police officer in the State of Michigan. Photo courtesy PCC (Matt Fahr Media News Group)

By **MATTHEW FAHR** | mfahr@medianewsgroup.com | The Oakland Press
October 14, 2023 at 6:00 a.m.

Oakland Community College will open their own part-time police academy beginning January 2024.

The academy is being offered to people who can't attend the area's largest police academy full time.

"It gives people more of a school/life balance over the course of the entire program," said David Ceci, OCC's public services dean and law enforcement training director. "I thought this type of schedule would allow for more time with family and downtime for days when people are not working."

Ceci said the part-time academy will be offered three to four weeknights and every other weekend from Jan. 22 through Sept. 20, 2024. The full-time academy runs five days a week with some weekend classes from Jan. 22 to May 24, 2024.

Both academies are held on OCC's Auburn Hills campus and use the college's live police training facility.

Ceci said OCC will add only minimal staff to instructors already in their program.

"We have a cadre of police academy instructors and they are well versed in training police recruits and the curriculum that the state requires," said Ceci.

Students who successfully complete the training and pass the state licensing exam are eligible to be a certified police officer in the State of Michigan.

Ceci said he hopes the program will help to fill a shortage of police officers throughout the state.

"There is a huge demand. Some agencies are experiencing shortages where they are paying a ton of overtime to cover until they can hire people," he said. "The more quality people we can get into the job market, the more these agencies can fill the void in staffing."

Ceci said the average pay for police officers in Michigan is \$62,600 according to Salary.com. However, many police departments in Metro Detroit pay much higher.

For example, entry level police officers at the Troy Police Department start at \$73,025 and after six years can earn \$88,000. The Canton Township Police Department starts officers at \$56,855 and the salary increases to \$96,268 after four years.

Program candidates are either self-sponsored or employed by a police agency. The cost of the academy for self-sponsored candidates is \$6,600 plus the additional costs of uniforms, appropriate sidearm and duty gear. Those who qualify for Michigan Reconnect, veteran benefits or other financial aid can apply those funds to OCC's police academy program.

Military police waivers are also available toward degree completion.

An orientation session held earlier this year showed the range of people interested in a career in law enforcement.

"There were some younger individuals and older individuals," Ceci said. "There were people who were looking to change careers and others ready to start a new career, so there is interest in this type of academy."

To apply to the Oakland Police Academy candidates must attend an orientation session. The next orientations will be at 9 a.m. on Saturday, Nov. 11 and 4 p.m. Friday, Dec. 8, in the J- Building on the Auburn Hills campus.

For more information visit OCC Police Academy, email policetraining@oaklandcc.edu or call 248.232.4227.

OU offering free tuition through the Golden Guarantee



OU will begin offering the Golden Guarantee in the fall 2024. photo courtesy Oakland University

By **MATTHEW FAHR** | mfahr@medianewsgroup.com | The Oakland Press

PUBLISHED: October 28, 2023 at 6:11 a.m. | UPDATED: October 28, 2023 at 10:32 a.m.

Oakland University has been offering free tuition since 2009, but beginning with the fall 2024 semester, it will offer the Golden Guarantee.

The new program ensures eligible first-time college students with family incomes of \$70,000 or less can attend college tuition-free for four years. Eligible students must also qualify for the Michigan Achievement Scholarship.

To qualify, students must submit the Free Application for Federal Student Aid (FAFSA). Oakland University must be listed as the first school on the application, which can be done using its school code.

The new program covers any tuition costs not covered by FAFSA funds, the achievement scholarship and any other scholarships/aid earned by a first-time student.

In addition to the Golden Guarantee, OU can also help with on-campus housing costs for eligible students.

For more information about the Golden Guarantee, visit oakland.edu/tuition-guarantee or contact OU Student Financial Services at (248) 370-2550 or finservices@oakland.edu.

Teen girl dead after I-75 crash in Oakland County



File photo (Aileen Wingblad/MediaNews Group)

By **AILEEN WINGBLAD** | awingblad@medianewsgroup.com | The Oakland Press

PUBLISHED: October 27, 2023 at 11:31 a.m. | UPDATED: October 28, 2023 at 1:16 p.m.

A teen girl was killed and three others were injured in a rollover crash on I-75 in Auburn Hills on Wednesday evening, officials said.

According to the Auburn Hills Police Department, the crash happened on the freeway near Joslyn Road. The girl who died was a passenger ejected from a 2004 Ford Escape, driven by a 27-year-old Flint woman, which left the roadway and rolled over in I-75's median on the southbound side.

The teen was pronounced dead at McLaren Oakland Hospital, where she had been transported along with the driver and two other passengers — a 27-year-old from Flint woman and a 19-year-old Flint man — injured in the crash.

Alcohol and/or drug use by the driver hasn't been determined, police said.

The crash is under investigation by the Southeast Oakland County Crash Investigations Team. Anyone who may have witnessed this incident is asked to contact the Auburn Hills Police Department at 248-370-9460.

Veterans Day activities planned in Oakland County



File photo. (Stephen Frye / MediaNews Group)

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On Veterans Day, Nov. 11, we honor the service and sacrifice of all of those who have served the country in war or peace and to thank them. The following Veterans Day events are happening in Oakland County:

Auburn Hills

- The Oakland County Veterans Resource Fair is from 9 a.m. to noon Wednesday, Nov. 15, at Oakland Community College, in the Student Center, at 2900 Featherstone Road, Auburn Hills. Admission is free. Registration required at: www.eventbrite.com/e/oakland-county-veterans-resource-fair-tickets-692463776797. For more information, email Tyrone Jordan at jordant@oakgov.com or call 248-285-8016.

Berkley

- Berkley American Legion Stanley J. Fons Post 374 and Berkley VFW Post 9222 to host a Veterans Memorial Ceremony at 11 a.m. Saturday, Nov. 11, at the gazebo, just outside City Hall at 3338 Coolidge Hwy., Berkley. Post ceremony is at noon at 2079 W. 12 Mile Road for members, then post opens for free lunch to all veterans until 3 p.m. For information, 248-542-7668.

Birmingham

- Birmingham's Veterans Day ceremony to be co-hosted by the Piety Hill Chapter of the Daughters of the American Revolution (DAR) and the City of Birmingham at 11 a.m., Saturday, Nov. 11, at the site of the Civil War and WW II monuments at Shain Park across from the Birmingham City Hall. The special guest speaker will be retired Air Force Master Sgt. Paulus Obey who served in the U.S. Air Force for more than 18 years, flying in combat zones in Iraq, Kuwait, and Afghanistan. The program includes a DAR wreath laying ceremony with the Birmingham Police Department Honor Guard, featuring bagpipers Frank Stasa III and Mr. Randy Oleynik, bugler Lynn Popa, soloist Samantha Stafford, and the Oakland Composite Squadron Civil Air Patrol. For more information, email local Piety Hill Regent Debbie Harrington at deborah.harrington0@gmail.com.

Clarkston/Independence Twp.

- Independence Twp. Senior Center to host Veterans Day luncheon for local veterans and their spouses, at 11:30 a.m. Thursday, Nov. 9, at 8047 Ortonville Road. Free for veterans and spouses. Additional meals \$7. Registration required at 248-625-8231.

Farmington/Farmington Hills

- Farmington Public Library to host WWII Balloon Bombs Over Farmington from 6:30-7:30 PM, Wednesday, Nov. 8, at 23500 Liberty, in downtown Farmington. Between 1944 and 1945, the Empire of Japan released thousands of bomb-carrying balloons into the jet stream, in a desperate effort to sow panic and disrupt production facilities on the U.S.

mainland. Only about 300 made it across the Pacific, including one that drifted to Farmington, Michigan. Join University of Detroit Mercy History Professor Greg Sumner as he discusses this fascinating bit of WWII history, with a focus upon the local angle. There is no cost to attend, and the event is open to all. Register if you plan on attending, michiganww2memorial.org/balloonsinfarmington.

- The City of Farmington Hills Special Services Adults 50 & Better Division to host local veterans at a luncheon and ceremony Veterans Day Celebration at 11 a.m. Friday, Nov. 10, at the Costick Activities Center, at 28600 W. Eleven Mile Road in Farmington Hills. All local veterans and their guests are welcome to attend. The event will include an honor guard ceremony conducted by the VFW and the American Legion, a recitation of veterans' names, and a special luncheon. Complimentary admission is offered to veterans residing in the Cities of Farmington Hills and Farmington. Tickets for non-veterans are \$12 for residents and \$15 for non-residents. Registration is open through Thursday, Nov. 2. Space is limited and walk-ins will not be accepted. Register by calling 248-473-1830, online at recreg.fhgov.com, or visit front desk at Costick Activities Center. For more information, contact Anna Durham at 248-473-1822 or adurham@fhgov.com.

- True Rest Float Spa to host free float sessions for active-duty military members, reservists and/or veterans on Veterans Day, Nov. 11. Each flotation therapy session is 60-minutes. U.S. military members (active-duty, reservists, or veterans) interested, call a participating spa, and mention they qualify over the phone and provide a military ID or their DD Form 214 on the day of the appointment. Limited appointments are available. The location at 30911 Orchard Lake Road in Farmington Hills is participating. For more information, call (248) 702-6805 or visit www.truerest.com.

Ferndale

- The Ferndale Memorial Association hosts its annual Veteran's Day Observance at 11 a.m. Nov. 11, at the Memorial Mall, on Livernois, just south of W. Nine Mile Road with reception following, at the Ferndale Fire Dept., 1635 Livernois.

Holly

- Great Lakes National Cemetery to host a Veterans Day Ceremony to Honor all who have Served at 11 a.m. Nov. 11, at 4200 Belford Road, Holly Township. The ceremony will feature patriotic music and wreath presentations and presentation of the colors, rifle salute and Taps. For information, call 866-348-8603.

- Holly High School to host Veterans Day Salute at 6:30 p.m. Wednesday, Nov. 8, at 6161 E. Holly Road, in the auditorium. All veterans welcome. For more information, call 810-348-9960.

- Holly American Legion Post 149 to host Veterans Day Service at 11 a.m. on Nov. 11 at Lakeside Cemetery, 860 Thomas St. For more information, call 810-348-9960.

- Holly American Legion Post 149 to host Pancake Breakfast 8:30 a.m. to noon Sunday, Nov. 12, at 408 S. Saginaw. All-u-can eat. Adults \$9, children under 12, \$5. Public welcome. For more information, call 248-634-3822.

Lake Orion

- The Orion Veterans Memorial to host a free Veterans luncheon at noon Nov. 10, at the Orion Senior Center, at 1335 Joslyn Road, Lake Orion. Must register at 248-391-0304, ext. 3500.

Novi

- The Paralyzed Veterans of America-Michigan Chapter to host free Veterans Day luncheon and movie for veterans from noon to 4 p.m. Saturday, Nov. 11, at Madonna University Welcome Center, 36700 Schoolcraft Road, Livonia. To register, visit <https://forms.office.com/r/VrN2pEu109>.

- Vietnam Navy veteran Allen Bialek to give a Veterans Salute presentation from 6 to 7 p.m. Saturday, Nov. 11, at the Novi Police Training Center, 45125 Ten Mile Road, behind the police station. The event is free. For more information, call 248-760-6242 or email allenfb@aol.com.

Oakland County

- Oakland County Parks and Recreation Appreciation Days offer free park entry on Veterans Day, Nov. 11, and Thanksgiving Day, Nov. 23, with access to natural areas, trails, dog parks and all park amenities. For information, visit www.oakgov.com/parks/Pages/events.aspx.
- The National Association of Counties (NACo) and the National Association of County Veteran Service Officers (NACVSO) invite the nation's 3,069 counties, parishes, and boroughs to join Operation Green Light and show support for veterans by lighting buildings green from Nov. 6 to Nov. 12. By shining a green light, county governments and residents will let veterans know that they are seen, appreciated, and supported, www.naco.org.
- Team Schostak-owned Applebee's, Olga's Kitchen, MOD Pizza and Del Taco restaurants to offer free meals to veterans and active military personnel on Veterans Day, Nov. 11. For details and locations, visit www.teamschostak.com.
- Dunkin' Donuts offers a free donut for veterans and active military on Veterans Day, Nov. 11, no purchase necessary, www.dunkindonuts.com.
- Participating Sport Clips Haircuts locations will donate an additional \$2 per haircare service on Nov. 11, to support "Sport Clips Help a Hero Scholarships" for service members and veterans. The program is in partnership with the Veterans of Foreign Wars of the United States (VFW). Many locations are also offering free haircuts to service members and veterans on Nov. 11, with valid military identification. Visit sportclips.com/promotions-partnerships/help-a-hero/help-a-hero for participating locations. Sport Clips is collecting in-store donations to Help a Hero through Nov. 11, at the check-out kiosk following a haircut or by texting "HERO" to 71777.
- White Castle restaurants celebrate Veterans Day by giving a complimentary combo meal or breakfast combo to veterans and active-duty service members who dine at a participating White Castle restaurant, Nov. 11, www.whitecastle.com.
- For more restaurant and retailer discounts for veterans and active military on Veterans Day, visit www.military.com/veterans-day/restaurants-veterans-day-military-discounts.html.
- For information about free wills and trusts for veterans, visit: <https://news.va.gov/111089/13-places-free-wills-trusts-veterans>.

Oakland Twp.

- Veterans Tribute of Oakland Township Veterans Day Ceremony with Congressman Lisa McClain is 10:30 to 11:30 a.m. Saturday, Nov. 11, at 5236 Adams Road, Oakland Township, vtotmi.org. For information, email timreese2011@comcast.net or call 248-464-9210.

Ortonville

- Ortonville VFW Post 582 will place a wreath at 1 p.m. Nov. 11 at the Donald Kengerski Veterans Park, corner of South and Mill Streets. For more information, call Dennis at 248-627-1065.

Oxford

- LakePoint Community Church to host a dinner honoring Downriver for Veterans/Tiny Homes on Friday, Nov. 10, at 1550 W. Drahn Road, Oxford. Registration and welcome at 4 p.m., dinner 5 p.m. Tickets required Two tickets per veteran available. Contact Bob ten Bosch bob@tenbosch.com or 248-628-0038.

Rochester

- Oakland University's Veterans Appreciation Week is Nov. 6 to Nov. 10. Join fellow veterans, community members, campus students and staff for days of events designed to inspire, support and commemorate those who served. All events are free and are at various campus locations. For more information, call 248-370-2100 or email vss@oakland.edu and visit <https://oakland.edu/veterans>.

- The Rochester American Legion Post 172 Auxiliary will host a free Veterans Day Breakfast from 7 to 9 a.m. Nov. 11, at The Rochester Community House, 816 Ludlow St., Rochester. Veterans and the public are invited. For more information, call Terri Williams at 248-651-8137.

Rochester Hills

- Veterans Day Ceremony is 11 a.m. to noon Nov. 11, at Veterans Memorial Pointe, 1015 S Livernois Road, Rochester Hills. Guest speakers will be Bryan K. Barnett, Mayor of Rochester Hills, and Post Commanders from our local VFW, DAV and American Legion Posts. For more information, visit Rochesterhills.org.

Royal Oak

- The Veterans Day Service is Nov. 11 at 11 a.m. at or near the Royal Oak War Memorial in Barbara A. Hallman Memorial Plaza in Centennial Commons (Troy and Second Streets). For more information, visit www.romi.gov/492/Veterans-Events-Committee.
- The Ruck 22 March is at 10 a.m. Saturday, Nov. 4, at the Royal Oak War Memorial in Barbara A. Hallman Memorial Plaza in Centennial Commons to raise awareness of the issue of Veteran Suicide. Entry fee is \$22 for adults; free for active and retired military and children 10 and younger. All personal items and food collected will be donated to the Vietnam Veterans of America Chapter 154 to be used to support veterans and their families. All monies will be donated to local organizations that support vets in need. To register, visit www.eventbrite.com/e/royal-oak-ruck-22-march-tickets-730674285457. For more information, visit www.romi.gov/492/Veterans-Events-Committee.
- Royal Oak American Legion Post 253 Sons of the American Legion to host Wild Turkey Day Dinner from 2 to 6 p.m. Saturday, Nov. 11, at 1505 N. Main St., Royal Oak. Deep Fried Turkey Dinner followed by live music at 7 p.m. Dinner is \$13 a plate. Open to the public. For more information, call 248-546-0490.
- The Royal Oak Historical Museum to host Every Name has a Face Talk at 7 p.m. Friday, Nov. 10, at the Royal Oak Historical Society Museum, at the Northwood Fire Station, 1411 W. Webster Road. In 2021, the Royal Oak Veterans Events Committee started a big project to learn all they could about the one hundred eighty-nine names on the Royal Oak Veterans War Memorial. All attendees at this event will receive a booklet with pictures and information about the hometown heroes. Speakers program presentation by Royal Oak Community Engagement Specialist Judy Davids. Tickets are \$15, at: royaloakhistoricalsociety.com/shop/ols/cart.
- Royal Oak American Legion Post 253 Riders to host Fundraiser Breakfast from 8 a.m. to noon Sunday, Nov. 12, at 1505 N. Main St., Royal Oak. No set amount for breakfast. Donations accepted. Everyone is welcome. For more information, call 248-546-0490.

Troy

- The City of Troy to host annual Veterans Day Ceremony at Troy Veterans Plaza, in front of City Hall, 500 W Big Beaver, Saturday, Nov. 11 at 11 a.m. to honor and remember the service of all United States Military Veterans. The program will include Raising of Colors, Rifle Salute and Taps by the Troy Police Honor Guard as well as the Laying of the Memorial Wreath at the Veterans Monument. Music will be provided by the Heritage Concert Band of Troy. Keynote speaker for the 2023 Veterans Day Ceremony is Lt. Todd R. Wodzinski, US Navy/Ret & Commander VFW Post 4037. The public is invited to bring individual flowers, bouquets, small flags, and other appropriate mementos to be placed on the walk of honor or at the base of the Veterans Memorial in honor of a loved one or all veterans. For information contact Cindy Stewart at 248-524-1147 or visit www.troymi.gov.
- White Chapel Memorial Park Cemetery in Troy will display more than 400 U.S. flags on the grounds of the cemetery, 621 W. Long Lake Road, Troy, weather permitting, www.whitechapelcemetery.com.

The Oakland Press is interested in all veterans events in Oakland County. Please send info in the body of an email with subject line "Veterans Affairs" to Sharon Longman at sslstart@aol.com.