



# CITY OF AUBURN HILLS

## REGULAR CITY COUNCIL MEETING

### MINUTES

MAY 6, 2024

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

**PLEDGE OF ALLEGIANCE:**

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

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

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Attorney Beckerleg, City Clerk Pierce, Chief of Police Gagnon, Fire Chief Massingill, DPW Director Baldante, Manager of Fleet & Roads Hefner, Director of Recreation and Senior Services Adcock, Community Engagement Manager Passalacqua, Deputy Treasurer Vittone, Assistant to the Manager Hagge, Engineer Driesenga

13 Guests

**4. APPROVAL OF MINUTES**

4a. City Council Regular Meeting Minutes, April 15, 2024

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

**RESOLVED:** To approve the City Council Regular Meeting Minutes of April 15, 2024.

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

**No:** None

**Resolution No. 24.05.66**

**Motion Carried (6 - 0)**

**5. APPOINTMENTS AND PRESENTATIONS**

5a. Proclamation celebrating the 100<sup>th</sup> birthday of Kathleen Stachurski (Attachment A)

Mayor Marzolf presented a 100<sup>th</sup> Birthday Proclamation to Kathleen Stachurski.

**6. PUBLIC COMMENT**

Dave Sanders of 224 Juniper, Auburn Hills addressed City Council and stated the downtown area looks very nice.

Jay Boelter of 703 Nichols Rd, Auburn Hills presented concerns for pedestrians not wearing safety clothing or using flashlights at night.

**7. CONSENT AGENDA**

Council Member Knight removed Item 7d (Purchase of RAM Promaster Vans) from the Consent Agenda.

7a. Board and Commission Minutes

7a1. Tax Increment Finance Authority, April 9, 2024

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

7b. Motion – To receive and file the Mariner Consulting 1<sup>st</sup> Quarter Cash Management Investment Performance Review.

**RESOLVED: To receive and file the Mariner Consulting 1<sup>st</sup> quarter Cash Management Investment Performance Review for period ending March 31, 2024.**

7c. Motion – To reallocate seasonal staff funding from Grounds to Local Roads.

**RESOLVED: To remove seasonal staff funding from the grounds account (101-266-703.000) in the amount of \$7,800 and adding to the local roads account (203-453-703.000) in the amount of \$7,800 for the 2024 fiscal year.**

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

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

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

**No: None**

**Resolution No. 24.05.67**

**Motion Carried (6 - 0)**

7d. Motion – To approve the purchase of three RAM Promaster Vans.

Mr. Knight requested this be removed to address his concerns with only purchasing from Stellantis and encouraged DPW to look at other brands to see if they offer better products. Mr. Tanghe shared that DPW is starting to look at other brands based on the actual need of the vehicle being purchased.

**Moved by Knight, Seconded by Hawkins.**

**RESOLVED: To amend the 2024 fleet vehicle budget (661-594-981.000) in the amount of \$158,389.00. Staff also recommends the approval to purchase the three (3) RAM Promaster vans listed above for \$158,389.00 from LaFontaine Chrysler Dodge Jeep Ram FIAT of Lansing, MI under the MiDEAL contract #071B7700183 and to authorize the City Manager to execute a purchase order on behalf of the city. (Attachment B)**

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

**No: None**

**Resolution No. 24.05.68**

**Motion Carried (6 - 0)**

## **8. UNFINISHED BUSINESS**

## **9. NEW BUSINESS**

9a. Motion – To award a contract for website redesign services to Octane/Inside Out.

Ms. Passalacqua presented that the industry standards to redesign a city website is every three years. She shared that the current website was last updated in 2016. A Request for Proposal was completed with information coming from twenty-eight vendors. After reviewing the information, the vendors Octane and Inside Out will work together to present a new city website.

Bill Bowen and Ian Gray, representing Octane/Inside Out were present.

**Moved by Fletcher, Seconded by Ferguson.**

**RESOLVED: To award a contract for website development services to Octane and Inside Out in an amount not to exceed \$54,000. Also, move to approve a budget amendment to increase General Fund appropriations by \$24,000 in account number 101-261-885.000. Furthermore, the City Manager is authorized to execute the Agreement on behalf of the City.**

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

**No: None**

**Resolution No. 24.05.69**

**Motion Carried (6 - 0)**

9b. Motion – To accept the Special Assessment Roll and set the Public Hearing on the Roll (Resolution No. 4) SAD No. 9 Superior Court.

Mr. Hefner provided an overview of the SAD project for Superior Court. He shared that of the project costs, \$850,975.00, the city will pay \$425,487.50 and the remaining amount will be divided between the seven parcels on Superior Court costing them \$60,783.93 each.

**Moved by Ferguson, Seconded by Fletcher.**

**RESOLVED: To approve Resolution No. 4, a Resolution accepting the Special Assessment Roll for the proposed Special Assessment District No. 9, regarding the repair of and improvements to Superior Court, and setting a Public Hearing on the Roll for May 20, 2024, at 7:00 p.m., in the City Hall at 1827 N. Squirrel Road, Auburn Hills, MI 48326. (Attachment C)**

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

**Resolution No. 24.05.70**

**Motion Carried (6 - 0)**

9c. Motion – To approve the 2024 Paving Program Bid Award, Construction Engineering/ Observation and Contract Administration Services to OHM Advisors, and Material Testing Services to G2 Consulting.

Mr. Hefner provided information regarding three of the projects within the 2024 Paving Program. He provided details of the reconstruction projects for the Perry Walton and Hunt Club subdivision as well as Superior Court. He shared that the roads that have been constructed within the last 5-10 years will have minor repairs made if cracking has occurred.

He stated that the pathway connection project along Lapeer Road between Zelma and Hatton will not take place due to not being a fiscally responsible project. He clarified that MDOT would require the pathway to follow the ADA requirements at all the drive approaches. The cost estimate for this work would be roughly \$520,000.00. This project is on the Parks Master Plan and will be continually evaluated.

Mayor Marzolf shared that there is a posting of the streets that will be completed over the next few years.

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

**RESOLVED: To award the 2024 Paving Program Divisions 2, 3, & 5 and conditional award of Division 1 for construction to Best Asphalt Inc., Construction Engineering/Observation and Contract Administration Services to OHM Advisors, and Material Testing Services to G2 Consulting for an estimated total cost of \$3,001,904 as well as the necessary budget amendments listed within the staff recommendation section of this memo. Ratification of the Special Assessment District Resolution Number 5 for Superior Court will signify full award of Division 1. (Attachment D)**

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

**Resolution No. 24.05.71**

**Motion Carried (6 - 0)**

**10. COMMENTS AND MOTIONS FROM COUNCIL**

Mr. Knight provided a brief Brownfield update. He also shared that there will be Memorial Day festivities.

Ms. Verbeke shared that she is pleased to see Brown Road under construction.

Mr. Ferguson shared that the tulips in the downtown area look lovely. He also shared that pedestrians have a responsibility to make themselves be seen.

Mr. Hawkins thanked Mr. Boelter for bringing the situation that he had to the attention of City Council.

Mayor Marzolf thanked Mr. Steve Baldante and Mr. Tim Wisser for their work with the Arbor Day festivities.

**11. CITY ATTORNEY REPORT**

**12. CITY MANAGER REPORT**

Mr. Tanghe complimented the Community Center for the great work on the Volunteer Appreciation Dinner. He also commented on the Annual Goals and Objective Workshop that is coming up.

**13. ADJOURNMENT**

**Moved by Hawkins, Seconded by Verbeke.**

**RESOLVED: To adjourn the meeting.**

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

**No: None**

**Resolution No. 24.05.72**

**Motion Carried (6 - 0)**

The meeting was adjourned at 7:46 PM.

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Brain W. Marzolf, Mayor

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Laura M. Pierce, City Clerk



## ATTACHMENT A

# PROCLAMATION

### **PROCLAMATION IN RECOGNITION OF KATHLEEN STACHURSKI'S 100<sup>th</sup> BIRTHDAY**

**WHEREAS,** Kathleen Stachurski was born on April 28, 1924. She was raised in Bolton, England, where she lived with her parents, Mary Ellen, and James, as well as her six siblings, and

**WHEREAS,** in 1942, Kathleen married Vick Stachurski for whom she met in England during WW2, and

**WHEREAS,** the Stachurski's lived in Windsor, Ontario, for five years, where they had their only son, Anthony Stachurski, in 1942, and

**WHEREAS,** they eventually moved to Grosse Pointe, Michigan where Kathleen worked as a property manager for an apartment complex, and

**WHEREAS,** the couple settled in Auburn Hills in 1974, where she has resided for the past 50 years, and

**WHEREAS,** those who know Kathleen have the highest praise for her; saying "She is a very smart and talented woman with a great business sense, and despite a sparse upbringing, has always done well for herself," and

**WHEREAS,** Kathleen has been attending the Auburn Hills Community Center for over 15 years, enjoying the senior travel program, and participating in numerous senior functions.

**NOW, THEREFORE, BE IT KNOWN** that the Mayor and City Council for the City of Auburn Hills recognize Kathleen Stachurski on this, her 100<sup>th</sup> Birthday, for a life well lived and her many achievements, and extend their best wishes on this monumental occasion, and wish her continued health and happiness in the years to come.

Hereby presented on this 6<sup>th</sup> day of May 2024, on  
behalf of the Auburn Hills City Council.

Brian W. Marzolf, Mayor

ATTACHMENT B

New Vehicle			Budget Year	Price
Year	Make	Model		
2024/5	RAM	Promaster 3500 EXT	2025	\$55,637
2024/5	RAM	Promaster 3500	2026	\$52,991
2024/5	RAM	Promaster 1500	2029	\$49,761
			Total:	\$158,389

## **ATTACHMENT C**

### **CITY OF AUBURN HILLS RESOLUTION ACCEPTING THE SPECIAL ASSESSMENT ROLL AND SETTING PUBLIC HEARING ON THE ROLL (RESOLUTION NO. 4)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 6<sup>th</sup> day of May, 2024, the following resolution was offered by Councilperson Ferguson and seconded by Councilperson Fletcher:

WHEREAS, plans for the Project and an estimate of the cost of the Project in the amount of \$940,000 for the repair and improvement to Superior Court have been prepared and notice has been given, according to law to the owners of the property in the district with respect to a public hearing for the purpose of presenting any objections to the Project and to the special assessment district; and

WHEREAS, on April 1, 2024, the City Council adopted a Resolution Declaring Necessity and to Proceed with Project and to Defray a Portion of the Costs of the Project By Special Assessments Upon Specially Benefited Properties (Resolution No. 3); and

WHEREAS, the City Council has conducted a public hearing for construction of the proposed improvement described below (the Project) and establishing a special assessment to finance and defray a portion of the cost of the Project; and

WHEREAS, the proposed improvement (the Project) is the repair and improvements to Superior Court; and

WHEREAS, the Project is designed and intended to specially benefit the properties identified in the special assessment district attached to this Resolution, which will be designated as Special Assessment District No. 9 (the district); and

WHEREAS, plans for the Project, the estimated cost of the Project in the amount of \$940,000, of which amount it was estimated that approximately \$470,000 would be defrayed by special assessments against the properties in the special assessment district, and the special assessment district have been approved by the aforementioned resolution of the City Council following the required public hearing on April 1, 2024; and

WHEREAS, based on the City obtaining and accepting a firm bid from a company who will perform the work necessary to complete the Project, the final cost of the Project is \$850,975, of which amount \$425,487.50 will be defrayed by special assessments against the properties in the special assessment district.

WHEREAS, in accordance with the direction of the City Council, the Assessor has prepared a special assessment roll allocating the total final cost of the Project to the properties within the district according to law, and the Assessor has filed such roll with the City Clerk.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council accepts the special assessment roll.
2. The special assessment roll shall be filed in the City Clerk's Office and be available for public examination and review.
3. A public hearing is hereby set for May 20, 2024, to be held at 7:00 p.m. in the City Hall at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, for consideration of confirming the special

assessment roll and for hearing objections by any interested person with respect to the special assessment roll. The City Council will review the roll and hear and consider any objections presented.

4. The City Clerk shall give notice that the City Council shall conduct a public hearing on May 20, 2024, at 7:00 p.m. in the City Hall at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, for the purpose of considering confirmation of the special assessment roll and for the purpose of hearing objections by any interested person with respect to the special assessment roll. Notice of the public hearing shall be published twice in a newspaper published and/or circulated in the City with the first publication being at least ten (10) days before the May 20, 2024, hearing, and notice shall also be sent by first class mail to each record owner or party-in-interest in whose name the land in the district is to be assessed as shown on the City's last preceding tax assessment roll for ad valorem purposes, with said notices to be mailed at least ten (10) days before the May 20, 2024, hearing. The notice to be published and mailed by first class mail shall include the following:

- (a) The date, time and place of the public hearing;
- (b) A statement that the special assessment roll is on file with the City Clerk for public examination and review.
- (c) A statement that appearance and protest at the hearing is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal and that if the special assessment is protested properly, the owner or any party having an interest in the real property may file a written appeal of the special assessment with the Michigan Tax Tribunal within thirty (30) days after confirmation of the special assessment roll, and that any person deeming themselves aggrieved by the special assessment roll may file their objections thereto in writing with the City Clerk at or prior to the time of the public hearing, in which case appearance in person at the public hearing is not required.

AYES: 6 (Ferguson, Fletcher, Hawkins, Knight, Marzolf, Verbeke)  
NAYES: None  
ABSENT: 1 (McDaniel)  
ABSTENTIONS: None

STATE OF MICHIGAN    )  
  )ss  
COUNTY OF OAKLAND )

I, LAURA PIERCE, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 6th day of May, 2024, the original of which is on file in my office.

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

Laura M. Pierce  
City Clerk



City of Auburn Hills  
County of Oakland  
State of Michigan

Superior Court Road Improvement Special Assessment District  
Schedule A-Special Assessment Roll

Property Address	Parcel Number	Owner/Name/	Mailing Address	City	State	Zip	Legal Description	Benefit	Assessment
2611 Superior Ct	02-14-02-201-001	Auburn Bus Park Unit 1 Investment	32 Journey	Aliso Viejo	CA	92656-5329	T3M, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 1 L 22166 P 244 1.4-01 FR 200-018	1	\$ 60,783.93
2631 Superior Ct	02-14-02-201-002	Auburn Bus Park Unit 2 Investment	27750 Stanbury, Ste 222	Farmington Hills	MI	48334-3803	T3M, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 2 L 22166 P 244 1.4-01 FR 200-018	1	\$ 60,783.93
2661 Superior Ct	02-14-02-201-003	Auburn Bus Park Unit 3 Investment	27750 Stanbury, Ste 222	Farmington Hills	MI	48334-3803	T3M, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 3 L 22166 P 244 1.4-01 FR 200-018	1	\$ 60,783.93
2800 Superior Ct	02-14-02-201-004	Auburn Bus Park Unit 4 Investment	27750 Stanbury, Ste 222	Farmington Hills	MI	48334-3803	T3M, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 4 L 22166 P 244 1.4-01 FR 200-018	1	\$ 60,783.93
2660 Superior Ct	02-14-02-201-005	Auburn Bus Park Unit 5 Investment	27750 Stanbury, Ste 222	Farmington Hills	MI	48334-3803	T3M, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 5 L 22166 P 244 1.4-01 FR 200-018	1	\$ 60,783.93
2630 Superior Ct	02-14-02-201-006	Auburn Bus Park Unit 6 Investment	2630 Superior Ct	Auburn Hills	MI	48326	T3M, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 6 L 22166 P 244 1.4-01 FR 200-018	1	\$ 60,783.93
2660 Superior Ct	02-14-02-201-007	Auburn Bus Park Unit 7 Investment	7680 Innovation Way	Mason	OH	45040-9695	T3M, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 7 L 22166 P 244 1.4-01 FR 200-018	1	\$ 60,783.93
Total Parcel's Assessed									
7									
Grand Total									\$ 425,487.50

Certification of Assessor

I, William Griffin, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the \_\_\_\_\_,  
Resolution of the City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be,  
according to the Assessor's best judgment, conformed in all respects with the directions contained in the \_\_\_\_\_, 2024  
Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

Signed \_\_\_\_\_

Date \_\_\_\_\_

ATTACHMENT D

STAFF RECOMMENDATION

Staff recommends awarding the 2024 Paving Program Divisions 2, 3, & 5 and conditional award of Division 1 for construction to Best Asphalt, Inc., Construction Engineering/Observation and Contract Administration Services to OHM Advisors, and Material Testing Services to G2 Consulting for an estimated total cost of \$3,001,904 as well as amending the following budgets:

BUDGET LINE	AMENDMENT
203-453-973.000-SUPERIOR_SAD	+\$ 64,175.00
203-453-973.000-ZEL HAT GLEN	+\$314,722.00
203-453-973.000-HUNTCLUBXXXX	+\$ 48,507.00