



CITY OF AUBURN HILLS
REGULAR CITY COUNCIL MEETING
MINUTES

DECEMBER 2, 2024

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

PLEDGE OF ALLEGIANCE:

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

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

Absent: None

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Attorney Beckerleg, City Clerk Pierce, Chief of Police Gagnon, Fire Chief Massingill, DPW Director Baldante, Mgr of Fleet & Roads Hefner, Community Development Director Cohen, Asst to Dir./Construction Coord. Lang, Accountant Faulk, Assistant to the City Manager Hagge, Engineer Juidici

20 Guests

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

4. APPROVAL OF MINUTES

5. APPOINTMENTS AND PRESENTATIONS

6. PUBLIC COMMENT

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

7. CONSENT AGENDA

7a. Board and Commission Minutes

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Moved by Verbeke, Seconded by Knight.

RESOLVED: To approve the Consent Agenda.

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

No: None

Resolution No. 24.12.186

Motion Carried (7 - 0)

8. UNFINISHED BUSINESS

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

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

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

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

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

Moved by McDaniel, Seconded by Verbeke.

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

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

No: None

Resolution No. 24.12.187

Motion Carried (7 - 0)

9. NEW BUSINESS

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

Mr. Hefner presented the Executive Hills Boulevard Special Assessment District project. He shared that the road improvements are included in the 2025 annual budget. This project will be combined with the Centre Road and Innovation Drive upgrades as a two-year project. He provided the details of the project and stated that while the City will pay for their portion of the project upfront per the SAD, these funds will be reimbursed to the Local Roads Fund upon approval from the Tax Increment Finance Authority, TIFA-B.

Moved by Verbeke, Seconded by Knight.

RESOLVED: To approve Resolution No. 1 to Proceed with Preparation of Plans, Specifications, and Cost Estimates for proposed Special Assessment District regarding the repair of and improvements to Executive Hills Boulevard. (Attachment C)

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

No: None

Resolution No. 24.12.188

Motion Carried (7 - 0)

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

Mr. Hefner presented the Centre Road Special Assessment District project. He shared that the road improvements are included in the estimated 2026 annual budget. He provided the details of the project and stated that while the City will pay for their portion of the project upfront per the SAD, these funds will be reimbursed to the Local Roads Fund upon approval from the Tax Increment Finance Authority, TIFA-B.

Moved by Fletcher, Seconded by Ferguson.

RESOLVED: To approve Resolution No. 1 to Proceed with Preparation of Plans, Specifications, and Cost Estimates for proposed Special Assessment District regarding the repair of and improvements to Centre Road. (Attachment D)

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

No: None

Resolution No. 24.12.189

Motion Carried (7 - 0)

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

Mr. Hefner presented the Innovation Drive Special Assessment District project. He shared that the road improvements are included in the estimated 2026 annual budget. He provided the details of the project and stated that while the City will pay for their portion of the project upfront per the SAD, these funds will be reimbursed to the Local Roads Fund upon approval from the Tax Increment Finance Authority, TIFA-B.

Moved by Fletcher, Seconded by Ferguson.

RESOLVED: To approve Resolution No. 1 to Proceed with Preparation of Plans, Specifications, and Cost Estimates for proposed Special Assessment District regarding the repair of and improvements to Innovation Drive. (Attachment E)

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

No: None

Resolution No. 24.12.190

Motion Carried (7 - 0)

10. COMMENTS AND MOTIONS FROM COUNCIL

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

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

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

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

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

11. CITY ATTORNEY REPORT

12. CITY MANAGER REPORT

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

13. ADJOURNMENT

Moved by McDaniel, Seconded by Verbeke.

RESOLVED: To adjourn the meeting.

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

No: None

Resolution No. 24.12.190

Motion Carried (7 - 0)

The meeting adjourned at 8:04 PM.

Brain W. Marzolf, Mayor

Laura M. Pierce, City Clerk

ATTACHMENT A

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

ATTACHMENT B

OPTION A

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

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

ATTACHMENT C

CITY OF AUBURN HILLS

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

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 2nd day of December, 2024, the following resolution was offered by Councilperson Verbeke and seconded by Councilperson Knight:

WHEREAS, the City is considering the construction of the proposed improvement described below, and the establishment of a special assessment district to defray the cost of such improvement by special assessment against the benefited properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to **Executive Hills Boulevard**; and

WHEREAS, the City Council desires to proceed to the next step of having cost estimates and project description plans and specifications prepared for the project.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Manager shall direct OHM, the City’s registered professional engineers, to prepare plans and specifications for the project, a cost estimate for the project, an estimate of the life of the project, description of the proposed special assessment district, the number of installments in which assessments may be paid and other pertinent information that will permit the City Council to determine the estimated costs, extent and necessity of the project, including the portions to be paid by special assessments upon the properties that are specially benefited by the project and the portion, if any, to be paid by the City. Such information once prepared by OHM shall be filed with the City Clerk, along with the City Manager’s recommendations with respect to the project.
2. No contract or expenditure, except for the cost of preparing the necessary profiles, plans, designs, specifications and estimates of costs described above, shall be made for the project, nor shall any improvements be commenced until the City Council affirms the special assessment roll to defray the costs of the project.

AYES:	7 (Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke)
NAYES:	None
ABSENT:	None
ABSTENTIONS:	None

STATE OF MICHIGAN)

) ss

COUNTY OF OAKLAND)

I, Laura M. Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 2nd day of December, 2024, the original of which is on file in my office.

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

Laura M. Pierce
City Clerk

ATTACHMENT D

CITY OF AUBURN HILLS

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

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 2nd day of December, 2024, the following resolution was offered by Councilperson Fletcher and seconded by Councilperson Ferguson:

WHEREAS, the City is considering the construction of the proposed improvement described below, and the establishment of a special assessment district to defray the cost of such improvement by special assessment against the benefited properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to **Centre Road**; and

WHEREAS, the City Council desires to proceed to the next step of having cost estimates and project description plans and specifications prepared for the project.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Manager shall direct OHM, the City’s registered professional engineers, to prepare plans and specifications for the project, a cost estimate for the project, an estimate of the life of the project, description of the proposed special assessment district, the number of installments in which assessments may be paid and other pertinent information that will permit the City Council to determine the estimated costs, extent and necessity of the project, including the portions to be paid by special assessments upon the properties that are specially benefited by the project and the portion, if any, to be paid by the City. Such information once prepared by OHM shall be filed with the City Clerk, along with the City Manager’s recommendations with respect to the project.
2. No contract or expenditure, except for the cost of preparing the necessary profiles, plans, designs, specifications and estimates of costs described above, shall be made for the project, nor shall any improvements be commenced until the City Council affirms the special assessment roll to defray the costs of the project.

AYES:	7 (Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke)
NAYES:	None
ABSENT:	None
ABSTENTIONS:	None

STATE OF MICHIGAN)

) ss

COUNTY OF OAKLAND)

I, Laura M. Pierce, the duly qualified and appointed City Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the Auburn Hills City Council held on the 2nd day of December, 2024, the original of which is on file in my office.

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

Laura M. Pierce
City Clerk

ATTACHMENT E

CITY OF AUBURN HILLS

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

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WHEREAS, the City is considering the construction of the proposed improvement described below, and the establishment of a special assessment district to defray the cost of such improvement by special assessment against the benefited properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to **Innovation Drive**; and

WHEREAS, the City Council desires to proceed to the next step of having cost estimates and project description plans and specifications prepared for the project.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Manager shall direct OHM, the City’s registered professional engineers, to prepare plans and specifications for the project, a cost estimate for the project, an estimate of the life of the project, description of the proposed special assessment district, the number of installments in which assessments may be paid and other pertinent information that will permit the City Council to determine the estimated costs, extent and necessity of the project, including the portions to be paid by special assessments upon the properties that are specially benefited by the project and the portion, if any, to be paid by the City. Such information once prepared by OHM shall be filed with the City Clerk, along with the City Manager’s recommendations with respect to the project.
2. No contract or expenditure, except for the cost of preparing the necessary profiles, plans, designs, specifications and estimates of costs described above, shall be made for the project, nor shall any improvements be commenced until the City Council affirms the special assessment roll to defray the costs of the project.

AYES:	7 (Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke)
NAYES:	None
ABSENT:	None
ABSTENTIONS:	None

STATE OF MICHIGAN)

) ss

COUNTY OF OAKLAND)

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

Laura M. Pierce
City Clerk