



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

OCTOBER 20, 2025

**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, Asst City Manager Skopek, City Attorney Kelly, City Clerk Pierce, Police Chief Gagnon, Fire Chief Robinson, DPW Director Baldante, Mgr. of Public Utilities Deman, Community Development Director Cohen, Asst. Community Development Director Lang, Finance Director/Treasurer Schulz, Deputy Treasurer Jones, Accountant Moss, Senior Services Director Monroy, Recreation Director Stepp, Engineer Driesenga

5 Guests

**4. APPROVAL OF MINUTES**

4a. City Council Workshop Minutes, October 6, 2025

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

**RESOLVED: To approve the City Council Workshop Minutes of October 6, 2025.**

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

**No: None**

**Resolution No. 25.10.153**

**Motion Carried (6 - 0)**

4b. City Council Regular Meeting Minutes, October 6, 2025

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

**RESOLVED: To approve the City Council Regular Meeting Minutes of October 6, 2025.**

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

**No: None**

**Resolution No. 25.10.154**

**Motion Carried (6 - 0)**

**5. APPOINTMENTS AND PRESENTATIONS**

5a. Insight Investment Portfolio Review, presentation by Mary Donovan & Austin Perez

Ms. Donovan and Mr. Austin Perez from Insight Investments provided an update on the investment portfolio. Mr. Tanghe expressed his gratitude to Mary Donovan and the Insight Investment Portfolio Review that she provided.

**6. PUBLIC COMMENT**

There was no public comment.

**7. CONSENT AGENDA**

7a. Board and Commission Minutes

7a1. Election Commission, September 30, 2025

7a2. Planning Commission, October 8, 2025

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

7b. Motion – To approve the 2026 Fee Schedule.

**RESOLVED: To adopt the 2026 City of Auburn Hills Fee Schedule as submitted.**

7c. Motion – To update the City’s Investment Policy as reviewed & approve as of October 20, 2025.

**RESOLVED: To update the City’s Investment Policy as reviewed and approved as of October 20, 2025.**

7d. Motion – To approve list of authorized depositories.

**RESOLVED: To adopt the resolution herein approving the list of authorized depositories for City funds. (Attachment A)**

7e. Motion – To approve the list of authorized brokers/dealers.

**RESOLVED: To adopt the resolution approving the attached list of authorized broker/dealers used by the Investment Manager on behalf of the City. (Attachment B)**

7f. Motion – To approve delinquent tax transfer to 2025 winter tax bills.

**RESOLVED: To accept the transfer of the delinquent special assessments in the amount of \$433,822.20 for collection on the 2025 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).**

7g. Motion – To approve an interlocal cooperation agreement for the construction of pathway along South Adams Road and Forester Boulevard.

**RESOLVED: To execute an interlocal agreement between the City of Rochester Hills and the City of Auburn Hills for the construction of pathway along South Adams Road and Forester Boulevard.**

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

**RESOLVED: 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. (Attachment C)**

7i. Motion – To adopt the Resolution to Reduce Employee Contribution Cost Share for Medical and Prescription Drug Plan Coverage for Calendar Year 2026.

**RESOLVED: To adopt the attached resolution titled: Resolution to Reduce Employee Contribution Cost Share for Medical and Prescription Drug Plan Coverage for Calendar Year 2026. (Attachment D)**

7j. Motion – To award the Sewer Lining Rehabilitation Work off Old Adams to SAK Construction.

**RESOLVED: To award sewer line rehabilitation work off Old Adams Road to SAK Construction.**

7k. Motion – To approve a change order for the Police Department Property Room Remodel.

**RESOLVED: To approve Change Order 2 with Allied Building Services for the police evidence room reconstruction in the amount not to exceed \$24,100.00, bringing the total project cost to \$64,170.00.**

7l. Motion – To approve the sale of 186 Hillfield Road to Oaktown, LLC.

**RESOLVED: To approval the sale of 186 Hillfield Road to Oaktown, LLC, in the amount of \$55,000, under the terms and conditions contained in the attached purchase agreement and authorize the City Manager to execute the purchase agreement on behalf of the city, as well as all documents necessary up to an including those required at closing.**

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

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

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

**No: None**

**Resolution No. 25.10.155**

**Motion Carried (6 - 0)**

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

9a. Public Hearing/Motion - To adopt the 2026 Budget and 2025 Millage Rates.

Ms. Schulz provided an overview of the proposed 2026 Budget and the 2025 Library and City Millage Rates. The rates support the 2026 property tax revenues as directed by the City Charter which promote accountability as well as financial stability.

Mayor Marzolf opened the Public Hearing at 7:40 PM.

The Mayor closed the Public Hearing at 7:41 PM.

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

**RESOLVED: To accept and adopt the proposed 2026 budget for the City and to approve the proposed millage rates for the City and Library for the 2025 tax year.**

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

**No: None**

**Resolution No. 25.10.156**

**Motion Carried (6 - 0)**

9b. Motion -To approve a Special Land Use Permit to construct an automatic changeable copy sign / Oakland Christian School.

Mr. Cohen shared the request to install an automatic changeable copy sign at Oakland Christian School. He shared the dimensions of the sign and stated that it will meet.

Ms. Verbeke shared that in the past she has been in opposition to changeable copy signs but because this one is not as large nor obtrusive, she will support it.

**Moved by Hawkins, Seconded by Fletcher.**

**RESOLVED: To accept the Planning Commission’s recommendation and approve the Special Land Use Permit for Oakland Christian School – Automatic Changeable Copy Sign subject to the conditions of the City’s Administrative Review Team.**

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

**No: None**

**Resolution No. 25.10.157**

**Motion Carried (6 - 0)**

9c. Motion - To approve an amendment to the wireless communication service lease agreement between the City of Auburn Hills and New Cingular Wireless PCS, LLC / City of Auburn Hills Civic Center Campus - 3303 Seyburn.

Mr. Cohen presented the request from New Cingular Wireless PCS, LLC, aka AT&T to amend and extend the existing lease that governs lease two on the monopole tower. The lease terms have been reviewed by the Kelly Firm and are competitive.

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

**RESOLVED: To approve the first amendment to the lease agreement between the City of Auburn Hills and New Cingular Wireless PCS, LLC (AT&T), and authorize the execution by the Mayor and City Clerk of the extension of this lease associated with the wireless communication tower located at 3303 Seyburn on the City’s Civic Center Campus.**

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

**No: None**

**Resolution No. 25.10.158**

**Motion Carried (6 - 0)**

9d. Motion – To approve a text amendment to amend Article IX. B-2, General Business Districts of the Zoning Ordinance.

Mr. Cohen presented the proposed text amendment to Article IX.B-2, which would permit the outside sale of ice and propane tanks to 18 existing locations. No other outside sales would be allowed. When a new gas station is constructed, enclosures would be required for ice and propane tanks. Code Enforcement will follow up with gas stations that sell other items outside and have those items removed within a reasonable time.

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

**RESOLVED: To accept the Planning Commission’s recommendation and approve the enclosed Text Amendment to Article IX. B-2, General Business Districts of the Zoning Ordinance, to permit the outdoor storage of ice chests and propane tanks at gasoline service stations. It shall be referenced as Ordinance No. 25-947. (Attachment E)**

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

**Resolution No. 25.10.159**

**Motion Carried (6 - 0)**

9e. Motion – To award Pamar Enterprises the construction contract for the Birchfield & Patrick Henry Utility and Road Improvements.

Mr. Deman shared that the award for the construction contract for the Birchfield & Patrick Henry Utility and Road Improvements was granted to Pamar Enterprises. The proposed improvements will provide a sewer line upgrade from 12” to 15”. The project is being executed in conjunction with other projects. The project will begin late this Fall with the sewer installation and the projected completion will be the Summer of 2026.

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

**RESOLVED: To award construction contract for the Birchfield & Patrick Henry Utility and Road Improvements to Pamar Enterprises, Construction Engineering Services to OHM Advisors, and Materials Testing to G2 Consulting for the total project cost of \$5,256,265; and the approval of the budget amendment in the amount of \$620,000 to the Road Improvement Division GL. The second lowest bidder has been awarded due to their extensive experience with the size and complexity of the project.**

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

**Resolution No. 25.10.160**

**Motion Carried (6 - 0)**

9f. Motion – To adopt the Honorary Street Naming Dedication Application & Policy.

Mr. Tanghe provided the purpose for adopting an Honorary Street Naming Policy. City staff will review the applications and be responsible for vetting the applicants per the policy.

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

**RESOLVED: To adopt the Honorary Street Naming Dedication Application & Policy as attached. (Attachment F)**

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

**Resolution No. 25.10.161**

**Motion Carried (6 - 0)**

**10. COMMENTS AND MOTIONS FROM COUNCIL**

Mr. Knight reminded everyone that Early Voting will start soon. He shared that he is thankful for the extension of the sidewalk at old Adams. He also reminded people of the upcoming Spooktacular event and that the seniors have a monthly party.

Mr. Ferguson thanked the Police Department for the speed traffic signs.

Mr. Hawkins reported that the basketball courts at Riverwoods Park are being refurbished.

Mayor Marzolf thanked the Finance Team for the hard work on the city budget. He also commented that the new budget will honor a discount for Veterans at the Fieldstone Golf Course.

**11. CITY ATTORNEY REPORT**

**12. CITY MANAGER REPORT**

**13. CITY CLERK REPORT**

Ms. Pierce provided the necessary information to voting residents regarding absentee voting, early in-person voting and election day voting.

**14. CLOSED SESSION**

14a. Motion – To meet in closed session for the City Manager’s Performance Evaluation pursuant to MCL 15.268(a) of the Open Meetings Act.

**Moved by Hawkins, Seconded by Fletcher.**

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

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

**No: None**

**Resolution No. 25.10.162**

**Motion Carried (6 - 0)**

The meeting recessed to Closed Session at 8:17 PM.

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

**Moved by Verbeke, Seconded by Fletcher.**

**RESOLVED: To authorize a salary increase for the City Manager of 3.50% effective January 1, 2026 and a one-time bonus as contained in the memo.**

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

**No: None**

**Resolution No. 25.10.163**

**Motion Carried (6 - 0)**

**15. ADJOURNMENT**

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

**RESOLVED: To adjourn the meeting.**

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

**No: None**

**Resolution No. 25.10.164**

**Motion Carried (6 - 0)**

The meeting was adjourned at 9:02 PM.

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Brian W. Marzolf, Mayor

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Laura M. Pierce, City Clerk

**ATTACHMENT A**

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, 2026.

JP Morgan Chase Bank NA	CIBC Bank USA	Cornerstone Community Financial CU
Credit Union ONE	Fifth Third Bank, N.A.	Genisys CU
Mercantile Bank CU	Oxford Bank	Michigan Schools and Government
PNC Bank, National Association	Wells Fargo Bank, N.A.	Alliance Catholic Credit Union
PARDA Federal Credit Union	Huntington National Bank	First Merchants Bank

Below a score of 40 but above 30:  
Bank of America, N.A.

Comerica Bank  
*(recently purchased by Fifth Third Bank/transition through end of 2026)*

## ATTACHMENT B

### 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, 2026.



Insight Investment  
Broker Dealer List  
Prepared for City of Auburn Hills  
September 12, 2025

#### Primary dealers or affiliated firms

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  
SMBC Nikko Securities America  
TD Securities (USA)  
UBS Securities  
Wells Fargo Securities

#### Non-primary dealer firms

ANZ Securities  
Credit Agricole Securities (USA)  
FHN Financial Securities  
InspereX  
Keybank Capital Markets  
MUFG Securities Americas  
Oppenheimer & Co.  
PNC Capital Markets LLC  
Raymond James & Associates  
Robert W. Baird & Co.  
Samuel A. Ramirez & Co.  
Scotia Capital (USA)  
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.

Insight Investment, 200 Park Avenue, 7th Floor, New York, NY 10166

BNY | INVESTMENTS

**ATTACHMENT C**

**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 2026 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, 2026 through December 31, 2026.

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 20<sup>th</sup> day of October, 2025.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 20<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Laura Pierce, City Clerk

**ATTACHMENT D**

**Resolution No.**

**CITY OF AUBURN HILLS**

**RESOLUTION TO REDUCE EMPLOYEE CONTRIBUTION COST SHARE FOR MEDICAL  
AND PRESCRIPTION DRUG PLAN COVERAGE FOR CALENDAR YEAR 2026**

**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 2026 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 7.5% during calendar year 2026, as more fully stated therein.

**THEREFORE BE IT RESOLVED**, the City of Auburn Hills City Council hereby authorizes the City to pay 92.5% cost sharing of the cost of its covered employees’ medical and prescription drug coverage in calendar year 2026 with the employees’ cost sharing to be 7.5% 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 20<sup>th</sup> day of October, 2025.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 20<sup>th</sup> day of October, 2025.

\_\_\_\_\_  
Laura Pierce, City Clerk

**ATTACHMENT E**

**CITY OF AUBURN HILLS  
COUNTY OF OAKLAND  
STATE OF MICHIGAN**

**ORDINANCE NO. 25-947**

**TEXT AMENDMENT TO ZONING ORDINANCE**

AN ORDINANCE TO AMEND ARTICLE IX. B-2, GENERAL BUSINESS DISTRICTS OF THE AUBURN HILLS ZONING ORDINANCE NO. 372 ADDRESSING THE STANDARDS FOR GASOLINE SERVICE STATIONS

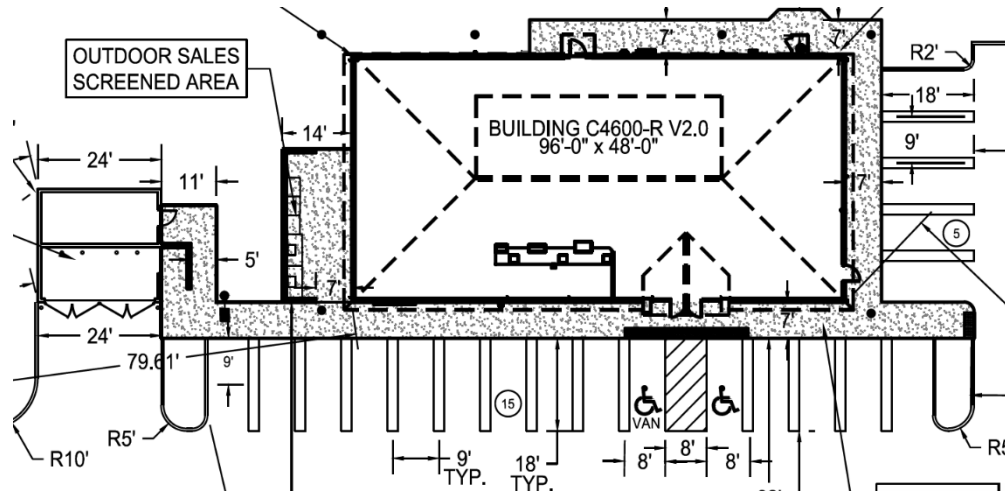
THE CITY OF AUBURN HILLS ORDAINS

Section 1.

Section 902. Special Land Uses Permitted of Article IX. B-2, General Business Districts, of Auburn Hills Zoning Ordinance No. 372, as amended, is hereby amended to revise Subsection 19 to read as follows:

19. Gasoline service stations, subject to the following provisions:
  - A. The minimum road frontage shall be one hundred and fifty (150) feet and the minimum lot area shall be one (1) net acre. The site shall be so arranged that ample space is available for vehicles which are required to wait.
  - B. Canopy structures and gasoline pumps shall be set back not less than forty (40) feet from all street right-of-way lines to allow adequate access around the pumps. Air and water hose stands and other appurtenances shall be set back not less than twenty (20) feet from all street right-of-way lines, where appropriate.
  - C. Canopy structures shall be designed and constructed in a manner which is architecturally compatible with the principal building. The canopy structure shall be attached to and made an integral part of the principal building, wherever possible.
  - D. Accessory auto related facilities located on the premises such as wash facilities and vehicle repair are permitted on gas service station sites, however each use must obtain a separate special land use permit as provided for in this Article and shall only be permitted on gas service station sites containing one and one-half (1½) net acres.
    - 1) Major engine and body repair, steam cleaning, and undercoating are expressly prohibited except within a completely enclosed building.
    - 2) The storage of damaged or wrecked vehicles, or those waiting for minor repair or service, shall be obscured from public view in an area provided for such purpose on the site, and no vehicle of any kind shall be stored in the open for a period exceeding one (1) week. In no instance shall more than five (5) vehicles be allowed to accumulate on the site at any one (1) time, and the storage area shall be kept free of trash and debris in designed in accordance with Section 1807, Item 3, Open Storage.
  - E. All storage of material, merchandise, and equipment shall be within the building, with the exception that only ice chests and propane tanks/cages may be placed outside and immediately adjacent to the convenience store, as approved by the Director of Community Development or

their designee, provided such outdoor storage complies with all requirements of this section. Gasoline service stations constructed or expanded after October 20, 2025, that wish to offer ice and propane sales shall utilize a screened outdoor sales enclosure area immediately adjacent to the convenience store. The walls of the enclosure shall be designed with masonry material to match the retail store building façade and shall be at least one (1) foot taller than the items stored. Items stored within the screened outdoor sales enclosure area shall be limited to ice chests and propane tanks. Regardless of the placement location, ice chests and propane storage shall comply with applicable state and local fire and building codes.



**Example design of a screened outdoor sales enclosure**

- F. The sale or rental of new or used cars, trucks, trailers, and any other vehicles on the premises shall be prohibited.
- G. Fueling operations designed to accommodate tractor trailer trucks shall be prohibited.

**Section 2. Repealer.**

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 3. Severability.**

If any section, clause, or provision of this Ordinance shall be declared to be unconstitutional, void, illegal, or ineffective by any Court of competent jurisdiction, such section, clause, or provision declared to be unconstitutional, void, or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

**Section 4. Savings.**

The proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law when they were commenced.

**Section 5. Effective Date.**

The provisions of this Ordinance are hereby ordered to take effect upon publication in the manner prescribed by the Charter of the City of Auburn Hills.

**Section 6. Adoption.**

This Ordinance is hereby declared to have been adopted by the City Council of the City of Auburn Hills at a meeting thereof duly called and held on the 20<sup>th</sup> day of October and ordered to be given publication in a manner prescribed by the Charter of the City of Auburn Hills.

AYES:

NAYES:

ABSTENTIONS:

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. 25-947 adopted by the Auburn Hills City Council on the 20<sup>th</sup> day of October, the original of which is in my office.

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Laura M. Pierce  
City Clerk

**ATTACHMENT F**



**Honorary Street Naming Dedication Application**

**PLEASE PRINT ALL INFORMATION**

**1. APPLICANT INFORMATION**

Applicant's Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
Email: \_\_\_\_\_ Relationship to Nominee: \_\_\_\_\_

**2. HONORARY NAME REQUEST**

Name of honoree (Legal Name): \_\_\_\_\_  
Street Address in the City: \_\_\_\_\_  
(A home or employment address at which the honoree's service to the city is being considered)  
City/State/Zip: \_\_\_\_\_  
Honoree's Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Years honoree has resided/worked in City: \_\_\_\_  
(A minimum of ten years is required)  
Requested Location of Proposed Sign: \_\_\_\_\_  
(Must be a local street under the jurisdiction of the city)  
Alternate Location of Proposed Sign: \_\_\_\_\_  
(Must be a local street under the jurisdiction of the city)

**3. PROPOSED HONOREE'S CONTRIBUTIONS TO AUBURN HILLS**

In typewritten form to be attached to your application, please provide information about the honoree that substantiates this request. Include service within the Auburn Hills community, such as impact on residents, volunteerism, giving of time, talent, and/or treasure. Be specific about the honoree's contributions. All such items must be substantiated to include, but are not limited to, any one or more of the following: testimonials from others, newspaper or journal articles, resolutions, commendations, awards and recognitions, actions taken by the proposed honoree that are well documented, etc. Use no more than three, double spaced 8.5" x 11" pages, 12 pt. type. You may also attach items listed herein to the application in addition to the up to three pages that are typewritten.

#### 4. APPLICANT ACKNOWLEDGEMENTS & FEES

- I acknowledge that the information contained in this application and any supporting documentation are true and accurate to the best of my knowledge.
- I acknowledge that city staff assigned to reviewing applications shall make a determination as to the applicant meeting the criteria of the program and that a final decision will be made by the City Council and that there is no appeal process.
- I acknowledge that the honoree must not have or have had any conviction(s) of crimes against persons. A criminal history check of the honoree will be conducted as part of the application process. Should this be cause for rejection, this information will not be shared with the applicant.
- I will pay a fee in the amount of \$100 which will be submitted and made payable to the City of Auburn Hills upon application. A request that is not forwarded to the City Council for approval or denied by City Council will have \$75 of the fee refunded to the applicant.
- I acknowledge that I must provide identification of the honoree that positively identifies the honoree. Examples include driver's license, State ID card, passport, death certificate, birth certificate, or other form of government-issued I.D.

#### 5. ADDITIONAL INFORMATION & APPLICANT SIGNATURE

- Once approved by City Council, the street sign will be fabricated by the Auburn Hills DPW and installed within sixty (60) days following such approval. The honorary street sign will be installed at one (1) end of the street or intersection only. Each sign will remain in place for a period of 36 months from date of installation and will be automatically removed upon expiration unless requested by a City Council member for it to remain for another two years, requiring City Council to take action to do so. No honoree sign shall remain for more than a total of five (5) years and no additional applications for the same honoree will be considered.
- Signs may be requested anytime throughout the year. No more than five (5) granted in a calendar year.
- Applications may be completed by any individual and submitted by anyone or the potential honoree themself.
- The City has final say on the content of a sign, which shall be standard in color, size, and font. Titles may be used at the discretion of the City, such as those used in public service – Captain, Mayor, etc. and as space allows.
- Honorary signs do not change the official name of the street and do not require any address modifications.
- Only city-owned and regulated streets are eligible.
- A committee consisting of three members from any one of the following departments will review and recommend to City Council an approval of denial: City Manager's office, DPW, Community Development, City Clerk's office, or Community Engagement. Denials will not appear before City Council.
- Upon removal of the sign by city staff, the applicant may request to receive the sign in as-is condition.

I ACKNOWLEDGE that any false information or lack of documentation supporting the honoree's qualifications will disqualify this application.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
TODAY'S DATE