



AUBURN HILLS MEETING SCHEDULE

248-370-9402 | WWW.AUBURNHILLS.ORG

DECEMBER 2025

DAY	TITLE	TIME	LOCATION
1	Downtown Development Authority Informational Meeting & Business Meeting to follow immediately	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
1	City Council Workshop	5:30 PM	Rescheduled
1	City Council Meeting	7:00 PM	Rescheduled
8	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
8	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
8	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
9	Board of Review	11:00 AM	Administrative Conference Room 1827 N. Squirrel Road Council Chamber
9	Tax Increment Finance Authority Informational Meeting & Business Meeting to follow immediately	4:00 PM	Administrative Conference Room 1827 N. Squirrel Road
10	Pension Board	3:00 PM	Administrative Conference Room 1827 N. Squirrel Road
10	Retiree Health Care	Immediately following the Pension Board meeting	Administrative Conference Room 1827 N. Squirrel Road
10	Planning Commission/Recreation Department	6:00 PM (Potluck) 6:30 PM	Public Safety Building 1899 N. Squirrel Road
11	Zoning Board of Appeals	7:00 PM	CANCELLED
16	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 Americans 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 pleased 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, DECEMBER 8, 2025

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: Discussion of Workshop Topics for 2026

1. MEETING CALLED TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF COUNCIL

4. APPROVAL OF MINUTES

4a. City Council Regular Meeting Minutes, November 24, 2025

5. APPOINTMENTS AND PRESENTATIONS

5a. Recognition of Service of former Mayor and City Councilman Kevin McDaniel

5b. Presentation from Avondale Youth Assistance by Chairperson Michael Kazyak.

5c. Motion – To confirm the reappointment of Floyd Warczak to the Board of Review.

5d. Motion – To confirm the reappointment of Toni Whitley to the Board of Review.

5e. Motion - To confirm the reappointment of Christopher Slocum to the Brownfield Redevelopment Authority for a term ending December 31, 2028.

5f. Motion - To confirm the reappointment of Richard Schindler to the Brownfield Redevelopment Authority for a term ending December 31, 2028.

5g. Motion – To confirm the reappointment of Wes Schaar to the Brownfield Redevelopment Authority for a term ending December 31, 2028.

5h. Motion – To confirm the appointment of City Council Members to Boards and Commissions.

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, November 11, 2025

7a2. Brownfield Redevelopment Authority, November 18, 2025

7b. Motion – To approve the 2026 Liability and Property Insurance Renewal.

7c. Motion – To approve the resolution in support of the Adams Road & Clinton River Trail HAWK Signal Crossing Project grant application.

7d. Motion – To amend 2025 General Fund Fire Administration & Suppression Department Budgets.

7e. Motion – To amend 2025 General Fund 2025 Fire Suppression Department Budget.

7f. Motion – To purchase two asphalt maintenance machines.

7g. Motion – To purchase a 2025 Asphalt Zipper 720Xi-260H Asphalt Recycler/Reclaimer.

7h. Motion – To purchase an Avant Forestry Mulcher 1350.

7i. Motion – To a 2026 Ford 600 Cab & Chassis.

8. UNFINISHED BUSINESS

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.

9. NEW BUSINESS

- 9a. Public Hearing/Motion - To establish an Industrial Development District for Harmon Road Holdings LLC.
- 9b. Public Hearing/Motion - To establish Speculative Building Designation for Harmon Road Holdings LLC.
- 9c. Motion – To award the construction contract for Brown & Dutton Water Main Extension to Pamar Enterprises and construction services to OHM Advisors.
- 9d. Motion – To approve the revisions to the City Council Rules of Order and Business.

10. COMMENTS AND MOTIONS FROM COUNCIL

11. CITY ATTORNEY REPORT

12. CITY MANAGER REPORT

13. CLOSED SESSION

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

14. ADJOURNMENT



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 4A

CITY COUNCIL



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

NOVEMBER 24, 2025

OATH OF OFFICE TO NEWLY ELECTED CITY COUNCIL MEMBERS AT 7:00 PM

The City Clerk administered the Oath of Office to the newly elected City Council Members.

CALL TO ORDER & Mayor Hawkins at 7:03 PM.

PLEDGE OF ALLEGIANCE:

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

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

Absent: None

Also Present: City Manager Tanghe, Asst City Manager Skopek, City Attorney Kelly, City Clerk Pierce, Police Chief Gagnon, Fire Chief Robinson, Asst Chief Strunk, DPW Director Baldante, Community Development Director Cohen, Economic Development Mgr Carroll, Senior Services Director Monroy, Asst to the Manager Hagge, Engineer Driesenga

27 Guests

4. APPROVAL OF MINUTES

4a. City Council Regular Meeting Minutes, November 17, 2025

Moved by Verbeke, Seconded by Fletcher.

RESOLVED: To approve the City Council Regular Meeting Minutes of November 17, 2025.

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

No: None

Resolution No. 25.11.175

Motion Carried (7 - 0)

5. APPOINTMENTS AND PRESENTATIONS

5a. Promotion of Bryan Shambeck to Captain

Chief Robinson recognized the promotion of Bryan Shambeck to the rank of Fire Captain.

5b. Best Public Space Project awarded by the Michigan Downtown Association

Ms. Carroll announced that the City's downtown Public Square was recognized by the Michigan Downtown Association as the 2025 Best Public Space Project. The Michigan Downtown Association honored this project for outstanding place-making, careful design and positive impact on downtown vitality.

6. PUBLIC COMMENT

There was no public comment.

7. CONSENT AGENDA

7a. Motion – To amend the 2025 General Fund Senior Services Department Budget.

RESOLVED: To amend the 2025 General Fund Senior Services Department budget, increasing appropriations by \$1,600 and increasing revenue \$9,000.

7b. Motion – To amend the 2025 Fleet Budget.

RESOLVED: To amend the 2025 Fleet Vehicle account by \$130,409.00 for the 2026 Freightliner SD108+ chassis approved for purchase on April 21, 2025.

7c. Motion - To approve the amendment to the 2025-2026 Winter Maintenance Agreement with the Road Commission of Oakland County.

RESOLVED: To approve the amendment to the 2025-2026 Winter Maintenance Agreement with the Road Commission of Oakland County.

7d. Motion – To rescind the City Council’s November 17, 2025, Declaration of Vacancy.

RESOLVED: To rescind the City Council’s November 17, 2025, declaration of a vacancy on city council.

Moved by Verbeke, Seconded by Moniz.

RESOLVED: To approve the Consent Agenda.

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

No: None

Resolution No. 25.11.176

Motion Carried (7 - 0)

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

None

10. COMMENTS AND MOTIONS FROM COUNCIL

Mr. Knight expressed that he is happy to continue serving on City Council. He requested an update on the progress of the Station 1 renovations. Chief Robinson explained that Stations 1 and 3 will be finished closer to the end of this year. Mr. Knight stated that the tree downtown is magnificent.

Mr. Moniz expressed congrats to Capt. Shambeck on his promotion. He expressed condolences to Inspector Toss on the loss of his mother.

Ms. Verbeke welcomed back Mr. Knight. She questioned the type of signage for shopping at the mall on Friday. Chief Gagnon explained that they will be deploying the changeable message signs in the area and have the ability to control the traffic lights in coordination with the RCOC. She wished everyone a Happy Thanksgiving.

Dr. Fletcher noted that the area on Dutton Rd/Brown Rd between Squirrel Rd and Lapeer Rd is very dark when driving at night. She asked what the procedure is to have streetlights installed. Mr. Baldante stated that they will review the area to see if it makes sense to add street lighting. He noted that some areas are darker because there is less pedestrian traffic in those areas. She wished everyone a Happy Thanksgiving.

Mr. Ferguson wished everyone a Happy Thanksgiving.

Mr. Marzolf welcomed back Mr. Knight and wished everyone a Happy Thanksgiving. He noted that residents on Bald Mountain Rd are concerned with the construction traffic that is coming from the residential development. Mr. Tanghe responded that staff followed up on this today. He explained that there was a communication failure on the part of whoever oversaw directing traffic. They were notified today that traffic is to come in from Dutton Rd.

Mayor Hawkins expressed congrats to Capt. Shambeck on his promotion and to Ms. Carroll and the DDA for the award. He welcomed back Mr. Knight and wished everyone a Happy Thanksgiving.

11. CITY ATTORNEY REPORT

None

12. CITY MANAGER REPORT

Mr. Tanghe wished everyone a Happy Thanksgiving.

13. CLOSED SESSION

13a. Motion - To discuss a confidential legal update regarding pending litigation under MCL 15.268(1)(e).

Moved by Moniz, Seconded by Verbeke.

RESOLVED: To meet in closed session to discuss a confidential legal update regarding pending litigation pursuant to MCL 15.268(1)(e) of the Open Meetings Act.

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

No: None

Resolution No. 25.11.177

Motion Carried (7 - 0)

The meeting recessed to Closed Session at 7:28 PM.

The meeting was reconvened in Open Session at 8:31 PM.

14. ADJOURNMENT

Moved by Verbeke, Seconded by Ferguson

RESOLVED: To adjourn the meeting.

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

No: None

Resolution No. 25.11.178

Motion Carried (7 - 0)

The meeting was adjourned at 8:32 PM.



PROCLAMATION

PROCLAMATION IN RECOGNITION OF THE SERVICE OF KEVIN McDANIEL

- WHEREAS,** Being a fourth generation, life-long resident of Auburn Hills, Kevin McDaniel's official service to the City began in 2003 when he joined the Auburn Hills Police Department, and
- WHEREAS,** Kevin McDaniel served as an Auburn Hills City Councilmember from 2007 until November 2025, and served as the Mayor of Auburn Hills from 2013 to 2023, and
- WHEREAS,** in addition to his service on City Council, Kevin also served as a member of the Downtown Development Authority, the Beautification Advisory Commission, the Tax Increment Finance Authority, and the Pension Board and Retiree Health Care Board, and
- WHEREAS,** during his time in public office, Kevin directly supported the Public Safety Advisory Committee, as well as the Tax Incentive Review Committee. He assisted with joint activities with neighboring communities and served as a mentor to citizens seeking expanded community involvement opportunities, and
- WHEREAS,** Kevin, as a member of City Council, helped guide the City's development of downtown Auburn Hills, as well as numerous other commercial, industrial, residential, and infrastructure projects that helped build the City of Auburn Hills of today, and
- WHEREAS,** Kevin's dedication to improving municipal services, supporting public safety, being fiscally responsible, and promoting infrastructure improvements has left a positive and enduring legacy, and
- WHEREAS,** Kevin demonstrated exceptional leadership in presiding over the City Council, fostering an effective environment that enabled the City Council to address complex municipal issues with unity and purpose.
- NOW THEREFORE BE IT RESOLVED** that the City of Auburn Hills recognizes the numerous contributions Kevin McDaniel made to the success of the Auburn Hills community.
- BE IT FURTHER RESOLVED** that the City of Auburn Hills expresses its gratitude to former Mayor and City Councilmember Kevin McDaniel for his nearly twenty years of dedicated service and leadership, and for the knowledge and skills that he shared.

Hereby presented on this 8th day of December 2025, on behalf of the Auburn Hills City Council.

Eugene Hawkins III, Mayor



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 5C & 5D

ASSESSING

To: City Council
From: Eugene Hawkins, Mayor; William Griffin, Assessor
Submitted: November 18, 2025
Subject: Motion – To confirm the reappointments of Floyd Warczak and Toni Whitley to the Board of Review

INTRODUCTION AND HISTORY

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

Name	Board	Past Experience on the Commission	Service Years on the Commission	Term Ending
Floyd Warczak	Board of Review	Yes	18	12/31/2030
Toni Whitley	Board of Review	Yes	11	12/31/2030

STAFF RECOMMENDATION

Mr. Warczak has served on the Board of Review since 2007, and Toni Whitley has served on the Board of Review since 2014 and both have been great assets to the Board.

MOTION

Move to confirm the reappointment of Floyd Warczak to the Board of Review for a term ending 12/31/2030.

Move to confirm the reappointment of Toni Whitley to the Board of Review for a term ending 12/31/2030.



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

1827 N. Squirrel Rd., Auburn Hills MI 48326

Phone: 248.370.9402 Fax: 248.364.6719

CityClerk@auburnhills.org

www.auburnhills.org/cityboards

**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: Warczak Floyd
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 880 Nichols Rd. Auburn Hills, MI 48326 248-852-0656
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: fwarczak@att.net

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 40 ARE YOU A U.S. CITIZEN: Yes

DO YOU WORK IN AUBURN HILLS? No LENGTH OF TIME EMPLOYED IN AUBURN HILLS: _____

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

(Business Name) (Number/Street) (Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: Board of Review

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

Board of review members since 2007

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

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

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

Floyd Warczak 7-22-25
(Signature) (Date)



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**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: Whitley Toni
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 109 S Vista Auburn Hills, MI 48326 248-481-3249
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: dsups@yahoo.com

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 20+ ARE YOU A U.S. CITIZEN: Yes

DO YOU WORK IN AUBURN HILLS? No LENGTH OF TIME EMPLOYED IN AUBURN HILLS: -

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

(Business Name) (Number/Street) (Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: Board of Review

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

Board of review members since 2014

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

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

Toni Whitley 7/22/26
(Signature) (Date)



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 5E, 5F, 5G

COMMUNITY DEVELOPMENT

To: City Council
From: Eugene Hawkins, III, Mayor
Submitted: November 24, 2025
Subject: Motion – To confirm the reappointments of Chris Slocum, Richard Schindler and Wes Schaar to the Brownfield Redevelopment Authority

INTRODUCTION AND HISTORY

Please consider confirming the following reappointment to fulfill a 3-year term.

Name	Board	Term Ending Date
Christopher Slocum	Brownfield Redevelopment Authority	12/31/28
Richard Schindler	Brownfield Redevelopment Authority	12/31/28
Wes Schaar	Brownfield Redevelopment Authority	12/31/28

STAFF RECOMMENDATION

It is recommended that Christopher Slocum, Richard Schindler, and Wes Schaar be reappointed to the Brownfield Redevelopment Authority for three-year terms.

MOTION

Move to confirm the reappointment of Christopher Slocum to the Brownfield Redevelopment Authority for a term ending December 31, 2028.

Move to confirm the reappointment of Richard Schindler to the Brownfield Redevelopment Authority for a term ending December 31, 2028.

Move to confirm the reappointment of Wes Schaar to the Brownfield Redevelopment Authority for a term ending December 31, 2028.



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www.auburnhills.org/cityboards

**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: Slocum Christopher J
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 334 N Lake Angelus Rd. Auburn Hills 48326 248-707-4109
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: chris.slocum@outlook.com

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 10 years ARE YOU A U.S. CITIZEN: Yes

DO YOU WORK IN AUBURN HILLS? No LENGTH OF TIME EMPLOYED IN AUBURN HILLS: _____

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

(Business Name) (Number/Street) (Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: Brownfield Redevelopment Authority

WHAT SPECIALTIES/EXPERIENCE/EDUCATION DO YOU BRING TO THIS BOARD/COMMISSION:

(Attach additional sheet if necessary)

I have served as a member of the board for the past 6 years, appointed Chairman in 2019. I bring experience with the current on-goings of the board as well as knowledge of prior activities. As a Project Manager in the automotive industry, I bring extensive experience with scope, budgets and timing that well serve the board.

LIST ANY CIVIC/COMMUNITY ACTIVITIES THAT ARE YOU INVOLVED IN:

(Attach additional sheet if necessary)

My wife, children and I are heavily involved with our church and love giving back to our community whenever possible.

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

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


(Signature)

11/30/2025

(Date)



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www.auburnhills.org/cityboards

**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: Schindler Richard L
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 495 S. Grey Rd. Auburn Hills/48326 7342415876
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: rschindl1@gmail.com

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 6 years ARE YOU A U.S. CITIZEN: Yes

DO YOU WORK IN AUBURN HILLS? No LENGTH OF TIME EMPLOYED IN AUBURN HILLS: None

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

(Business Name) (Number/Street) (Phone)

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

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

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

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

Richard L. Schindler 11/24/2025



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www.auburnhills.org/cityboards

**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: SCHAAR WES L
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 681 NICHOLS DR. AUBURN HILLS. 248-225-3231
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: WBSCHAAR@AOL.COM

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 53 yr. ARE YOU A U.S. CITIZEN: YES

DO YOU WORK IN AUBURN HILLS? NO LENGTH OF TIME EMPLOYED IN AUBURN HILLS: _____

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

(Business Name) (Number/Street) (Phone)

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

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

NOT MUCH

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

NONE

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

Wes Schaar 1-20-2020
(Signature) (Date)



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 5H

CITY CLERK'S OFFICE

To: City Council
From: Eugene Hawkins, III, Mayor; Laura M. Pierce, City Clerk
Submitted: November 25, 2025
Subject: Motion – To confirm the appointment of City Council Members to Boards and Commissions.

INTRODUCTION AND HISTORY

With each new term of City Council Members, the Mayor with input from each Council Member, assigns them to a committee or commission for the current term. Please consider confirming the following appointments to fulfill Council assignments to Boards, Committees and Commissions.

MAYOR RECOMMENDED APPOINTMENTS OF CITY COUNCIL MEMBERS TO BOARDS/COMMITTEES:

Mayor Hawkins	Downtown Development Authority Pension Board Retiree Health Care Board
Mr. Ferguson	Planning Commission
Dr. Fletcher	Tax Increment Finance Authority
Mr. Knight	Brownfield Redevelopment Authority
Mr. Moniz	Public Safety Advisory Committee
Ms. Verbeke	Zoning Board of Appeals

MOTION

Move to confirm the appointment of City Council Members to the boards and committees as stated above.



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 7A1

TAX INCREMENT FINANCE AUTHORITY

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

November 11, 2025

CALL TO ORDER: Chairman Kneffel called the meeting to order at 4:25 PM.

ROLL CALL: Present: Kneffel, Goodhall, Eldredge, Barash, Fletcher, Moniz, Ferro
Absent: Gudmundsen
Also Present: Andrew Hagge, Assistant to the City Manager/Executive Director; Steve Baldante,
Director of Public Works
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 9, 2025

There was no discussion on the approval of the minutes.

Moved by Dr. Eldredge to approve the TIFA Board of Directors Regular Meeting Minutes from September 9, 2025, as presented.

Seconded by Mr. Barash

Yes: Kneffel, Goodhall, Eldredge, Fletcher, Barash, Ferro, Moniz
No: none

Motion Carried

CORRESPONDENCE & PRESENTATIONS

A. Letter from City Manager Thomas A. Tanghe

Mr. Hagge summarized the letter from City Manager Tanghe that was written to the entire TIFA Board of Directors. Mr. Tanghe's letter thanked the Board for their continued investment in the City of Auburn Hills and its goals. Mr. Tanghe specifically cited the office remodel and the addition of the protective barrier as projects that further the city's goals and keep staff safe.

CONSENT AGENDA**A. FY 2025 Adopted Budget and YTD Summary – October 31, 2025**

There was no discussion of the Consent Agenda.

Moved by Dr. Eldredge to approve the Consent Agenda.

Seconded by Mr. Moniz

Yes: Kneffel, Goodhall, Eldredge, Fletcher, Barash, Moniz, Ferro

No: None

Motion Carried

UNFINISHED BUSINESS

None

NEW BUSINESS**A. Road Construction Design – Budget Amendment**

Mr. Hagge presented the agenda item regarding the budget amendment to cover design and engineering costs associated with various road projects. The TIFA Board originally approved funding to support the design and engineering costs associated with the reconstruction of Butler Road, Executive Hills Boulevard, Centre Road, and Innovation Drive in 2024. However, design and engineering work was not completed in 2024, when the funds were approved. This memo requested those budgeted funds be moved from 2024 to 2025.

Moved by Mr. Barash to approve the reallocation of the funds from the 2024 fiscal year budget to the 2025 fiscal year budget as listed within the memo to fund the completion of design of the above listed road reconstruction projects. Further, amend the 2025 TIFA budgets, increasing appropriations by the amounts listed.

Seconded by Mr. Goodhall

Yes: Kneffel, Goodhall, Eldredge, Fletcher, Barash, Ferro, Moniz

No: None

Motion Carried

EXECUTIVE DIRECTOR REPORT

Mr. Hagge announced to the Board that the membership will change as soon as the next meeting in December. Mr. Paul Gudmundsen has moved out of Auburn Hills and has resigned from the TIFA Board effective immediately. Additionally, only one City Councilmember can serve on the TIFA Board at one time. With the recent election of both Ron Moniz and Dr. Shawanna Fletcher, only one of them can serve on the TIFA Board.

BOARD MEMBER COMMENTS

Dr. Eldredge brought up the idea to the rest of the Board about doing something to recognize Henry Knight's service and contributions to both the TIFA Board and the City of Auburn Hills overall. Mr. Hagge mentioned that, assuming Mr. Knight is not appointed to the City Council, staff plan to recognize Mr. Knight and his contributions at an upcoming City Council meeting. Additionally, some Board members talked about changing the start time of the TIFA meetings to better accommodate their schedules. Currently, TIFA Board meetings are scheduled at 4:00 PM. There will be further discussion about changing the meeting times at the upcoming TIFA Board meeting in December.

ANNOUNCEMENT OF NEXT MEETING

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, December 9, 2025, at 4:00 p.m. in the City Hall Administrative Conference Room located at, 1827 N. Squirrel Road, Auburn Hills, Michigan 48326.

ADJOURNMENT

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

Seconded by Dr. Fletcher

Yes: Kneffel, Goodhall, Eldredge, Fletcher, Barash, Fletcher, Ferro

No: None

Motion carried

The TIFA Board of Directors meeting adjourned at 4:45 p.m.

Steve Goodhall
Secretary of the Board

Andrew Hagge
Assistant to the City Manager



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 7A2

BROWNFIELD REDEVELOPMENT AUTHORITY

“Not Yet Approved”
CITY OF AUBURN HILLS
BROWNFIELD REDEVELOPMENT AUTHORITY MEETING

November 18, 2025

CALL TO ORDER: Mr. Slocum called the meeting to order at 6:05 p.m.

ROLL CALL:

Present:	Hopper, Schaarr, and Slocum
Absent:	Schindler
Also Present:	Stephanie Carroll, Economic Development Manager, Megan Napier, AKT Peerless
Guests:	Henry Knight

LOCATION: Auburn Hills City Hall, Administrative Conference Room-1827 North Squirrel Road, Auburn Hills, MI 48326

PERSONS WISHING TO BE HEARD

None

APPROVAL OF MINUTES

Item 3a. Brownfield Redevelopment Authority Regular Meeting Minutes – September 16, 2025.

Moved by Mr. Schaar to approve the July 15, 2025, minutes as presented.

Seconded by Mr. Hopper.

Yes: Hopper, Slocum, and Schaar
No: None

Motion Carried

4. CORRESPONDENCE AND PRESENTATIONS

Ms. Napier reported the third-quarter testing results for the Galloway Creek and the Clinton River. She stated that the results remain consistent with prior testing. There isn't anything that is a cause for concern at this time. The fourth-quarter sampling was completed last week, and once the reports are ready, she will send them for review.

Mr. Hopper asked whether the Board should continue testing quarterly or perhaps less often, given that nothing of concern has come up. Ms. Carroll mentioned that for 2026, the Board can revisit quarterly testing for both locations to determine whether testing should proceed quarterly or perhaps twice a year. Ms. Carroll confirmed that the 2026 budget was planned for quarterly testing, but can reevaluate at any time.

Ms. Napier discussed the progress on the EPA grant request for 2041 Auburn Road. The EPA has not yet launched the grant opportunity, and the recent government shutdown is likely to push it back further. Ms. Carroll stated that she has been working with Ryan Haguchi at AKT on parts of the grant submission, including the property strategy, so that when the grant is announced, we will be ready.

FINANCIAL REPORT

Item 5a. FY 2024 Adopted Budget and YTD Summary -October 31, 2025.

Ms. Carroll presented the financial report for the period ending October 31, 2025. She stated that over 100% of the budgeted tax increment revenue has been received, and the AHBRA has spent approximately 87% of its budget for FY2025. She noted that the payment for reimbursement costs on the Dutton Road project (I-75 Partners) has been made.

Moved by Mr. Hopper to receive and file the Brownfield Redevelopment Authority financial report for the period ending August 31, 2025.

Seconded by Mr. Schaarr.

Yes: Schaar, Hopper, and Slocum

No: None

Motion Carried

UNFINISHED BUSINESS

None

NEW BUSINESS

None

DIRECTOR UPDATES

None

BOARD MEMBER COMMENTS

None

ADJOURNMENT

Moved by Mr. Schaar and there being no objections, the Brownfield Redevelopment Authority Board of Directors meeting adjourned at 6:41 p.m.

Stephanie Carroll
Executive Director



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 7B

FINANCE/TREASURER

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Michelle Schulz, Finance Director
Submitted: December 8, 2025
Subject: Motion – Approve the 2026 Liability and Property Insurance Renewal

INTRODUCTION AND HISTORY

For the 2026 property and casualty insurance renewal, the City utilized the services of the City's Independent Agent, Jim Huttenlocher of the Huttenlocher Group, to negotiate the renewal terms with Travelers Insurance Company.

The City solicits and receives multiple competitive bids every three years. During the 2023 renewal period Travelers was selected as the most cost effective while providing the most comprehensive coverage to the benefit of the City from the competing insurers through a request for bid process. After seeking bids from competitor companies in fall 2025, it is recommended we remain with Travelers for the 2026 renewal year to retain the best value for the robust coverage Travelers provides.

The property and casualty insurance program includes coverages for property, liability, auto liability and physical damage, inland marine (moveable equipment and computer equipment) computer fraud, police and public officials' wrongful acts, terrorism and other coverages specific to municipalities.

For the 2026 policy period, the coverages, deductibles, and limits remain similar to 2025. The premium will increase 7% over that of last year. This increase is due to normal impact of inflationary increases on property values, the addition of new higher cost property, equipment and autos, and greater claim activity than that of past years. Staff continues to work through listed property, equipment, and vehicles to ensure comprehensive coverage while being diligent in removing coverages on pieces no longer owned or in service with the City. The 2026 premium cost is \$412,447 an increase from the 2025 premium cost of \$383,279. Attached is the Coverage Summary for 2026 as compared to 2025.

STAFF RECOMMENDATION

Staff recommend that the City Council accept and approve the renewal of the 2026 insurance policy with Travelers Insurance Company.

MOTION

Move to approve the 2026 policy renewal for Liability and Property Insurance with Travelers in accordance with the specifications contained in the Coverage Summary in the amount of \$412,447 and 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.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER

City of Auburn Hills
Risk Management
Coverage Summary & Renewal Analysis

Prepared by: James M Huttenlocher, CIC, CRM, LIC
The Huttenlocher Group/Acrisure

Insurer: Travelers Insurance Company
January 1, 2026 to December 31, 2026
November 19, 2025

	Travelers 2025	Travelers 2026
Property Value Insured (Bldg/Contents)	\$85,320,611	\$89,188,867
Inland Marine - Scheduled	\$6,645,252	\$6,421,029
Inland Marine - Misc Property/Ancillary Equipment	\$200,000	\$200,000
General Liability Deductible	\$25,000	\$25,000
Property Deductible	\$5,000	\$5,000
Limit of Liability - Per Occurrence	\$1,000,000	\$1,000,000
Aggregate	\$1,000,000	\$1,000,000
Police & Public Official Wrongful Act Deductible	\$50,000	\$50,000
Regulatory Taking Sublimit	None	None
Flood & Earthquake	\$5,000,000	\$5,000,000
Flood/ Earthquake Deductible	\$50,000	\$50,000
Computer Fraud	\$500,000	\$500,000
Impound Vehicles Coverage	\$75,000	\$75,000
Auto Physical Damage:	All Vehicles included	All Vehicles included
Total Auto Value Insured	\$13,719,585	\$14,540,235
Total Number of Autos	142	146
Auto Physical Damage Deductible	\$10,000	\$10,000
CAT Auto Physical Damage:		
DPW - 1500 Brown Rd.	Included	Included
Police Garage-1899 N. Squirrel Rd	Included	Included
Auto CAT Deductible	\$150,000	\$150,000
Liability Umbrella	\$10,000,000	\$10,000,000
Total Premium	\$383,279	\$412,447



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

**AGENDA ITEM NO 7C
CITY MANAGER'S OFFICE**

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Andrew Hagge, Assistant to the City Manager
Submitted: December 2, 2025
Subject: Motion – to approve the attached Resolution in support of the City of Auburn Hills grant application through the Oakland County Access to Transit Grant Program and provide the necessary funding match for the Adams Road & Clinton River Trail HAWK Signal Crossing Project

INTRODUCTION AND HISTORY

On Monday, December 1, 2025, the City of Auburn Hills submitted a grant application through the Oakland County Access to Transit Grant Program. If approved, grant funding would go toward the installation of a High-Intensity Activated crossWalk (HAWK) signal where the Clinton River Trail crosses Adams Road. While the City of Auburn Hills completed the grant application, the project would be completed in partnership with the City of Rochester Hills. The grant program provides funding for 80% of the project, requiring a 20% local match. In the case of this HAWK signal project, the City of Auburn Hills would fund 10% and Rochester Hills would fund the other 10% of the total project cost. The total cost of the project is estimated at \$497,112.00. The grant program through Oakland County would cover \$397,689.60 of the total cost, while Auburn Hills and Rochester Hills would split the remaining \$99,422.40 evenly.

The benefit of the HAWK signal is that unlike standard traffic signals that cycle on and off, it remains dark until it is activated by a pedestrian. It is the perfect solution for a trail crossing because it minimizes traffic disruption throughout the day while providing a safer way for pedestrians to cross busy roadways when needed. The HAWK signal is typically utilized at intersections and mid-block crossings in situations where a full traffic signal is not warranted, but pedestrian traffic is significant during certain times of the day. When a pedestrian approaches the road crossing and pushes the crossing button, the HAWK signal initiates a light sequence that ends with a red signal which requires vehicular traffic to stop and allow for a safe pedestrian crossing.

The passage of the attached resolution is the final requirement of the grant application. This attached resolution, if passed, shows the County and those on the grant review committee that Auburn Hills is prepared to meet the required local match.

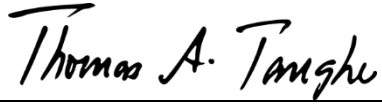
STAFF RECOMMENDATION

Staff recommends approval of the Resolution in support of the City of Auburn Hills grant application through the Oakland County Access to Transit Program and provide the necessary funding match in support of the Adams Road & Clinton River Trail HAWK Signal Crossing Project.

MOTION

Move to approve the attached resolution in support of the Adams Road & Clinton River Trail HAWK Signal Crossing Project grant application.

I CONCUR:

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

THOMAS A. TANGHE, CITY MANAGER

**CITY OF AUBURN HILLS
RESOLUTION AUTHORIZING APPROVAL FOR THE
ADAMS ROAD & CLINTON RIVER TRAIL HAWK SIGNAL CROSSING PROJECT**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in City Council Chambers at 1827 N. Squirrel Road, Auburn Hills, MI 48326 at 7:00 PM on the 8th day of December 2025.

The following resolution was offered by Council Member _____ and seconded by Council Member _____

WHEREAS, voters passed the Oakland County Public Transportation Millage in November 2022; and

WHEREAS, the Oakland County Board of Commissioners appropriated \$2 million of Oakland County Public Transportation Millage to create the Oakland County 2026 Access to Transit Program (the “Program”); and

WHEREAS, the Program seeks to assist cities, villages, and townships in Oakland County to further the enhancement and expansion of public transit services by providing limited matching funds to support their efforts in making transit stops easier and safer to get to; and

WHEREAS, the City of Auburn Hills (the “Community”) desires to submit a Program application for the Adams Road & Clinton River Trail HAWK Signal Crossing Project to install a High-Intensity Activated crossWalk (HAWK) signal where the Clinton River Trail crosses over Adams Road; and

WHEREAS, the City of Auburn Hills has prepared a Program application in the amount of \$397,689.60, based on a total project cost of \$497,112.00 to fund the Preliminary Engineering, Bidding/Construction, and Construction Engineering for the desired and proposed improvements; and

NOW THEREFORE BE IT RESOLVED the City of Auburn Hills City Council hereby approves the submission of an application to the 2026 Access to Transit Program in the amount of \$397,689.60 based on a total project cost of \$497,112.00.

BE IT FURTHER RESOLVED that if the project is approved, the City of Auburn Hills will enter into an Interlocal Agreement with Oakland County, which will require the City of Auburn Hills to make available a local match and other grant funding through a financial commitment of \$49,711.20 during the 2026 fiscal year.

BE IT FURTHER RESOLVED if Program funding is awarded, the City of Auburn Hills agrees to comply with Program requirements, including commitment to long-term maintenance of the project site and installed scope items and acknowledges all Project related cost overruns are the responsibility of the City of Auburn Hills.

AYES:
 NAYES:
 ABSENT:
 ABSTENTIONS:

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 7D

FIRE DEPARTMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Trevin Robinson, Fire Chief
Submitted: December 2, 2025
Subject: Motion – To amend 2025 General Fund Fire Administration & Suppression Department Budgets

INTRODUCTION AND HISTORY

Upon review of the contracted services line in the fire administration budget, staff identified this line to be deficient \$15,000. This resulted from a combination of increased dispatch costs as well as expenses related to a promotional process this year. This will require an increase to the contract services line. This increase will be offset by decreasing the fire suppression budget line for fire equipment.

STAFF RECOMMENDATION

To accommodate these expenses to the contracted services line in the fire administration budget, staff recommends an amendment increasing appropriations by \$15,000 to line account 101-336-803.000 (contract services) and decreasing appropriations in the fire suppression budget 101-339-978.000 (fire equipment) by \$15,000.

MOTION

Move to amend the 2025 General Fund Fire Administration budget with an increase in appropriations of \$15,000 and decrease the 2025 General Fund Fire Suppression budget by \$15,000.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 7E

FIRE DEPARTMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Trevin Robinson, Fire Chief
Submitted: December 2, 2025
Subject: Motion – To amend 2025 General Fund 2025 Fire Suppression Department Budget

INTRODUCTION AND HISTORY

Upon review of expenses for vehicle maintenance staff identified this line item to be deficient. The cause for this deficiency was unexpected repairs for fire suppression vehicles. These expenses included six repairs that each exceeded \$3,000. These repairs were necessary to keep vehicles in service. These repairs have caused the vehicle maintenance line to exceed the budgeted amount by just over \$13,000. Thus, a budget is needed to stay compliant with the state's Uniform Budgeting and Accounting Act.

STAFF RECOMMENDATION

To accommodate for the unplanned expenses to the vehicle maintenance line staff recommends an amendment increasing funds by \$15,000 to line account 101-339-938.000 (vehicle maintenance).

MOTION

Move to amend the General Fund Fire Suppression Department budget with an increase in appropriations of \$15,000.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 7F

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: November 25, 2025
Subject: Motion – Purchase Two Asphalt Maintenance Machines

INTRODUCTION AND HISTORY

Budgeted in the 2026 Fleet Equipment budget is \$140,000 for two asphalt maintenance machines: one for crack-fill and the other for mastics. The Department of Public Works uses multiple approaches to seal cracks in roadways to help increase the life of the road surface. When cracks first start and are less than 3/8 of an inch wide, a rout and seal method is contracted where a contractor essentially uses a router to widen the crack before filling it with a sealer. If the crack is between 3/8 and 3/4 of an inch, Crack-fill is used to seal and overband cracks in asphalt surfaces (2-3 inches in total width). For years, the Department of Public Works has used the MiDeal contract to purchase crack-fill. The contract pricing is either for the material alone at one price per pound of material or fifty cents higher per pound for the material and a machine to apply it. In 2024, the roads division applied 34,000 pounds of crack-fill (a typical amount for a year) and as a result, paid \$17,000 in rent for the machine. At an estimated ten years of machine life, that is roughly \$170,000 paid for equipment rent over those ten years.

When the DPW repairs cracks over 3/4 of an inch or larger, staff currently must patch it with asphalt as a short-term solution and cut or mill the surface out and replace it as a long-term solution. The roads industry began utilizing mastics several years ago to create a more efficient and longer-lasting solution. Mastics are essentially crack-fill with small aggregate added to it for strength and increased wear. The DPW was able to demo this product in 2025 at the DPW and on University Drive; both spots have held up extraordinarily well. The City can rent a machine in similar fashion to the crack-fill machine, but purchasing our own machine will be more fiscally responsible over the next ten years.

The ThorWorks Industries - SealMaster brand has a consortium bid contract through Sourcewell (contract # 050625-TWK). A ThorWorks 300 Gallon Mastic Machine and a Crack Pro TR260 crack-fill machine will be purchased through that Sourcewell contract from Sealmaster GemSeal of Romulus, MI. The mastic machine will cost \$70,299 and the crack-fill machine will cost \$106,661.70 for a total cost of \$176,960.70. We have used cooperative bids throughout the years to purchase a variety of items that include vehicles, equipment, and road salt. The cooperative bids that are used most often are the State of Michigan MiDEAL, the Oakland County Cooperative, Sourcewell, and the Rochester Hills Consortium. These cooperative bids are based on larger volumes which result in lower prices, a high-quality contract, and meet the requirements of our Purchasing Ordinance. In addition, a budget amendment in the amount of \$36,960.70 is necessary.

STAFF RECOMMENDATION

Staff recommend approval to purchase an A ThorWorks 300 Gallon Mastic Machine and a Crack Pro TR260 crack-fill machine for \$176,960.70 from Sealmaster GemSeal of Romulus, MI under the Sourcewell contract #050625-TWK. Staff also recommend a budget amendment in the amount of \$36,960.70 to cover the additional cost. Funding for the purchase will then be available in 2026 via account number 661-594-977.000.

MOTION

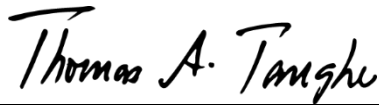
Move to approve the purchase of a ThorWorks 300 Gallon Mastic Machine and a Crack Pro TR260 crack-fill machine for \$176,960.70 from Sealmaster GemSeal of Romulus, MI under the Sourcewell contract #050625-TWK. Also move to approve a budget amendment in the amount of \$36,960.70 to cover the additional cost.

EXHIBIT

Exhibit 1 – ThorWorks 300 Gallon Mastic Machine Quote

Exhibit 2 – Crack Pro TR260 Quote

I CONCUR:

Handwritten signature of Thomas A. Tanghe in black ink.

THOMAS A. TANGHE, CITY MANAGER



Quote

#9019045

Sealmaster GemSeal - Romulus
27989 Van Born Road
Romulus MI 48174
United States
313-292-2299

11/24/2025

Bill To

City of Auburn Hills
1827 N Squirrel Rd
Auburn Hills MI 48326
United States
248-391-3777

TOTAL

\$70,299.00

Expires: 12/24/2025

Expires	Exp. Close	Sales Rep	Partner	Shipping Method
12/24/2025	11/24/2025	Flanagan Sales & Assoc Inc		

Quantity	Item	Unit	Rate	Amount
1	10-35-501 ThorWorks 300 Gallon Mastic Machine E2776 10-35-501 ThorWorks 300 Gallon Mastic Machine E2776	EA	\$67,792.50	\$67,792.50
1	30-10-000 Equipment Purchase Special for Sales Orders Only PE2680 Arrowboard	EA	\$2,506.50	\$2,506.50

Subtotal \$70,299.00

PLEASE NOTE THE TAX IS AN ESTIMATE THAT CAN CHANGE BASED ON DELIVERY LOCATION. **Tax Total (%)** \$0.00

Total \$70,299.00

All prices and availability are subject to change without notice. Each transaction must be confirmed at the time of order and is contingent on current inventory. Tariffs, duties, taxes, and other fees may be added or adjusted at the time of shipment due to regulatory changes. We reserve the right to revise or withdraw any transaction as necessary and assume no liability for additional costs arising from conditions beyond our control.



Quote

#9019047

Sealmaster GemSeal - Romulus
27989 Van Born Road
Romulus MI 48174
United States
313-292-2299

11/24/2025

Bill To

City of Auburn Hills
1827 N Squirrel Rd
Auburn Hills MI 48326
United States
248-391-3777

TOTAL

\$106,661.70

Expires: 12/24/2025

Expires	Exp. Close	Sales Rep	Partner	Shipping Method
12/24/2025	11/24/2025	Flanagan Sales & Assoc Inc		

Quantity	Item	Unit	Rate	Amount
1	10-50-260AC Crack Pro TR260 DA Heated Hose w/ Air Compressor Oil Jacketed E2765HH Crack Pro TR260 DA Heated Hose w/ Air Compressor Oil Jacketed	EA	\$82,287.00	\$82,287.00
1	30-10-000 Equipment Purchase Special for Sales Orders Only PE2680 Arrowboard	EA	\$2,506.50	\$2,506.50
1	30-10-000 Equipment Purchase Special for Sales Orders Only P74000D271 Engine Cover - Air Models	EA	\$1,586.70	\$1,586.70
1	30-10-000 Equipment Purchase Special for Sales Orders Only P74000B004 Tool Box	EA	\$247.50	\$247.50
1	30-10-000 Equipment Purchase Special for Sales Orders Only PE2685 Strobe/ Beacon Light	EA	\$675.00	\$675.00
1	30-10-000 Equipment Purchase Special for Sales Orders Only PE2710 Material Lock Conveyor	EA	\$15,673.50	\$15,673.50
1	30-10-000 Equipment Purchase Special for Sales Orders Only P503471B50348 Overnight Heater	EA	\$3,685.50	\$3,685.50

Subtotal \$106,661.70

PLEASE NOTE THE TAX IS AN ESTIMATE THAT CAN CHANGE BASED ON DELIVERY LOCATION.

Tax Total (%) \$0.00

Total \$106,661.70

All prices and availability are subject to change without notice. Each transaction must be confirmed at the time of order and is contingent on current inventory. Tariffs, duties, taxes, and other fees may be added or adjusted at the time of shipment due to regulatory changes. We reserve the right to revise or withdraw any transaction as necessary and assume no liability for additional costs arising from conditions beyond our control.



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 7G

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: November 25, 2025
Subject: Motion – Purchase of a 2025 Asphalt Zipper 720Xi-260H Asphalt Recycler/Reclaimer

INTRODUCTION AND HISTORY

Budgeted in the 2026 Fleet Equipment budget is \$400,000 for an Asphalt Zipper 720Xi-260H Asphalt Recycler/Reclaimer. This machine is a six-foot wide milling machine that can also perform full depth reclamation up to 12 inches. Currently, the DPW has an Asphalt Zipper that will mill 4 feet at once. By increasing the width with the new machine, a full lane of asphalt can be milled with two passes instead of three, saving time to perform additional maintenance. Our current machine will be traded in with Asphalt Zipper and all our stock teeth will be interchangeable with the new machine. The new machine also includes a quick connect plate for the front of our current wheel loaders, an onboard water system, and remote-controlled power steering – making the process less labor intensive. The manufacturer is offering an additional incentive of no shipping and freight if the equipment is ordered before 2026.

The Asphalt Zipper brand is a single source vendor (see Exhibit 2). There is no other product on the market that is designed to both profile mill and perform full depth reclamation. In addition, other company's milling machines are narrower machines and costs are roughly fifty percent higher. The total price for the new machine after the trade-in allowance is \$355,000 and will include a 2-year (upgraded from the standard 1-year), unlimited-hour warranty.

STAFF RECOMMENDATION

Staff recommend approval to purchase a 2025 Asphalt Zipper 720Xi-260H Asphalt Recycler/Reclaimer for \$355,000.00 from Asphalt Zipper of Pleasant Grove, UT. Funding for the purchase is available in 2026 via account number 661-594-977.000.

MOTION

Move to approve the purchase of a 2025 Asphalt Zipper 720Xi-260H Asphalt Recycler/Reclaimer for \$355,000.00 from Asphalt Zipper of Pleasant Grove, UT, which includes a trade-in credit of \$30,000, a previous owner discount of \$1,000, and a special municipal promotion (extra year of warranty and free starter package) valued at \$10,950.

EXHIBIT

Exhibit 1 – Quote

Exhibit 2 – Sole Source Vendor Letter

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



#

310 West 700 South, Pleasant Grove, Utah 84062 tel: +1 (801) 785-0706 toll free: 1-888-947-7378

Today's Date: **9/26/2025**

City of Auburn Hills	Jason Hefner
1500 Brown Road	(248) 391-3777
Auburn Hills, MI 48326	jhenfner@auburnhills.org

2024 Pricing with all upgrades
Loyal Customer
VIP Program - New Machine in MI

Expires: **12/31/2025**
Proposal good to end of 2025

Factory Rep: Aaron Curtis

Field Rep: Michael Brandt

Payment Options

Pay in 2027

[illegible]

Proposal notes

Freight:	\$	6,500.00
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Subtotal:	\$ 355,000.00
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Plus Applicable Sales Tax:	TBD
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5.58% **\$62,699.78** Estimated annual payment with 7-year municipal program

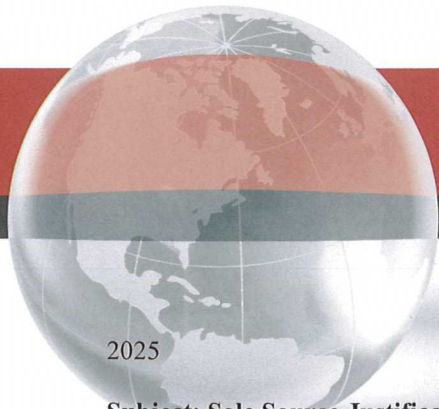
TOTAL: \$ 355,000.00

*Order Deposit:	
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Customer Signature: _____ **Date:** _____

Signature indicates acceptance of this Proposal/Invoice based on satisfactory performance of the Asphalt Zipper Machine

Terms and Conditions: This proposal is a preliminary estimate; all prices are in US Dollars. Final sales price subject to approval by Asphalt Zipper accounting. Price does NOT include sales tax or GST(Canada); applicable sales tax or GST will be added to final invoice. Machine availability and specifications are subject to change at anytime by Asphalt Zipper. *A Deposit is required for all Orders. All returns and cancelled custom orders are subject to a 20% restocking fee plus any freight charges.



Asphalt Zipper®

World Leader in Portable Reclaimers / Stabilizers / Utility Trenchers

2025

Subject: Sole Source Justification for the Purchase of Asphalt Zipper Portable High-Powered Reclaimer/Stabilizer, Milling or Utility Trenching Machines, Components and Replacement Parts.

To Whom It May Concern:

Since 1994, Asphalt Zipper, Inc. has been the sole manufacturer of a unique line of portable, self-powered reclamation / stabilization, milling and utility trenching machines with proprietary designs and features not found in any other equipment. Exclusive capabilities and technologies, protected by United States Patents 11,859,354; 8,398,176; 8,177,456; 11,142,877; 10,655,284; 10,086,867 with other U.S. and international patents pending, include:

- **Versa-Mount™ Bucket Mounting System** allows your Asphalt Zipper to be mounted to a wide range of front-end loaders, and backhoes. This also means if your loader or backhoe breaks down your Asphalt Zipper can easily be mounted to the bucket of another rental or loaner wheel loader or backhoe.
- **ZipTec™ Enhanced Pulverizing System** improves the already unmatched pulverizing capability of Asphalt Zipper® machines, especially in thin, cracked or alligatored asphalt and chip seal.
- **Accu-Trak™ Wheel Assist System** is a favored option that provides precise, remote controlled power steering and enables larger, more powerful Asphalt Zipper machines to be operated on smaller host vehicles.

In addition, Asphalt Zipper, Inc. is the only manufacturer that makes and supplies custom DOT approved trailers, specifically engineered for each machine, that provide safe transport, a lower center of gravity and a work bench with moveable storage platform.

Other companies manufacture asphalt pulverizing or grinding machines that are either self-propelled, self-powered or draw power from the hydraulics of host equipment. However, none of these combine the portability, production capabilities and patented technologies found in Asphalt Zipper machines.

In the United States, Asphalt Zipper machines, components, and replacement parts are sold factory direct through Asphalt Zipper's team of factory and locally based exclusive Asphalt Zipper experts. (No other reseller is authorized to sell Asphalt Zipper machines.) This unique factory direct approach allows Asphalt Zipper to sell direct to customers at the lowest possible price, while also providing superior in the field training and support along with unmatched technical and process expertise. Our Asphalt Zipper field experts do nothing other than demonstrate and train on Asphalt Zipper machines. They are the experts for these processes and technologies. Asphalt Zipper service is also unique in that you have direct and immediate access to factory technical experts and engineers backed with a nationwide network of service partners.

Respectfully,

Terry Hansen
President & CEO
Asphalt Zipper, Inc.

ASPHALT ZIPPER WORLD HEADQUARTERS

310 West 700 South • Pleasant Grove, Utah 84062, USA • Telephone +1 (801) 785-0706 • www.asphaltzipper.com



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 7H

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: November 25, 2025
Subject: Motion – Purchase an Avant Forestry Mulcher 1350

INTRODUCTION AND HISTORY

Budgeted in the 2026 Fleet Equipment budget is \$25,000 for an Avant Forestry Mulcher 1350. This forestry mulcher is an attachment for the DPW's Avant mini-wheel loader and can mulch brush and trees up to six inches in diameter. The addition of this attachment is targeted at aiding in widening sightlines along wooded roadways, city-owned drainage ponds, utility easements, and is a recommendation of Oakland County for buckthorn and other invasive species control at Hawkwoods Nature Center.

The Avant brand has a consortium bid contract through Sourcewell. The Avant Forestry Mulcher 1350 will be purchased under the Sourcewell contract # 020223-AVT through Alta Equipment Company of New Hudson, MI for the cost of \$23,083.00. We have used cooperative bids throughout the years to purchase a variety of items that include vehicles, equipment, and road salt. The cooperative bids that are used most often are the State of Michigan MiDEAL, the Oakland County Cooperative, Sourcewell, and the Rochester Hills Consortium. These cooperative bids are based on larger volumes which result in lower prices, a high-quality contract, and meet the requirements of our Purchasing Ordinance.

STAFF RECOMMENDATION

Staff recommends approval to purchase an Avant Forestry Mulcher 1350 for \$23,083.00 from Alta Equipment Company of New Hudson, MI under the Sourcewell contract #020223-AVT. Funding for the purchase is available in 2026 via account number 661-594-977.000.

MOTION

Move to approve the purchase of an Avant Forestry Mulcher 1350 for \$23,083.00 from Alta Equipment Company of New Hudson, MI under the Sourcewell contract #020223-AVT.

EXHIBIT

Exhibit 1 – Quote

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



Phone: (800) 261-9642 Fax: (844) 203-9448

SALES AND SECURITY AGREEMENT

www.altaequipment.com

DATE:	11/3/2025	CUST #:		SALES REP:	Campbell	BUYER'S NAME:	Pat Sawyers
COMPANY:	City of Auburn Hills	ADDRESS:	1500 Brown Rd.	PHONE:	248-292-1917		
CITY:	Auburn Hills	STATE:	MI	COUNTY:		ZIP:	
						FAX:	
QTY:	UNIT #:	MAKE, MODEL, DESCRIPTION			SERIAL #		PRICE
1	TBD/NEW	AVANT FORESTRY MULCHER 1350 A457772GT			TBD/NEW ORDER		\$ 23,083.00
		Includes oil cooler/lexon protective glass (Install not included)					
Delivey following January 1st					TOTAL PRICE		\$ 23,083.00
					TAXABLE		No
TRADE-INS							
Buyer warrants the following trade-ins and all additional security are free & clear of all liens and encumbrances._____							
YEAR	MANUFACUTER	MODEL	SERIAL #	TRADE ALLOWANCE			
I. Total Trade Allowance					\$ -		
II. Less Amont Owed To							
III. Other (Specify)							
IV. Trade Down Payment (Transer to item 3)					\$ -		
					FINANCING: This sale is contingent on Buyer's ability to qualify for and obtain financing for payment terms of "Lease" or "Installment Sale Contract" as described above within 45 days execution from dale of this agreement, which Buyer agrees to apply for immediately and accept promptly, including providing current financial statements or other financial or operational information required to obtain financing. In the event financing is not obtained, Buyer shall be charged rental on a monthly basis at Seller's current published rental rate effective from date of receipt of equipment by Buyer and Buyer agrees to pay such charges within 30 days from date of invoice.		
WARRANTY: BUYER BUYS THE EQUIPMENT WITH THE FOLLOWING WARRANTY							
<input type="checkbox"/> AS IS, WHERE IS <input checked="" type="checkbox"/> STANDARD <input type="checkbox"/> EXTENDED PT* <input type="checkbox"/> EXTENDED PT+H* <input type="checkbox"/> PREMIER*							
BUYER ACKNOWLEDGES AND AGREES THAT EACH UNIT OF EQUIPMENT (a) IS THE SIZE, DESIGN AND MODEL SELECTED BY BUYER, (b) SUITABLE FOR BUYER'S INTENDED PURPOSES AND (c) CONTAINS ALL SAFETY FEATURES DEEMED NECESSARY BY BUYER. BUYER ACKNOWLEDGES THAT SELLER IS NOT THE MANUFACTURER OF THE EQUIPMENT AND DOES NOT MAKE AND IS NOT AUTHORIZED TO GIVE ANY OTHER WARRANTY. THE WARRANTY PROVIDED ABOVE IS THE SOLE WARRANTY, IS EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED , INCLUDING WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, OR THE CONDITION, QUALITY, DESCRIPTION OF DURABILITY OF THE EQUIPMENT. SELLER ASSIGNS TO BUYER, TO THE EXTENT ASSIGNABLE, ANY WARRANTIES OF THE EQUIPMENT BY ITS MANUFACTURER, PROVIDED THAT ANY ACTION TAKEN BY BUYER BY REASON THEREOF SHALL BE AT THE EXPENSE OF BUYER. IN THE EVENT THAT SELLER HAS ASSUMED ANY RESPONSIBILITIES WHATSOEVER, SELLER'S SOLE OBLIGATION AND BUYER'S SOLE REMEDY FOR BREACH OF SUCH WARRANTY, IS SELLER'S PROVIDING OF PARTS AND SERVICE THE SELLER DETERMINES ARE REQUIRED FOR PERFORMANCE OF THE WARRANTY.							
SELLER'S ACCEPTANCE: This Equipment Sales and Security Agreement shall be effective only upon acceptance by an Officer of Seller, which shall be signified by Seller's Officer's execution hereof. Buyer has read and agrees to all of the terms and conditions and the "Additional Terms" on the reverse side of this Equipment Sales and Security Agreement by signing of this Agreement.							
IN WITNESS WHEREOF, the parties have executed this Equipment Sales and Security Agreement this _____. If Buyer is a corporation, this individual signing this Agreement on its behalf warrants that it is authorized by authority of its Board of Directors.							
Signature		Connor Campbell		Date		/ 2025	
Signature				Date		/ /	
Printed Name & Title		Connor Campbell- Account Manager		Printed Name & Title			
		Alta Representative				Customer	



Phone: (800) 261-9642 Fax: (844) 203-9448

SALES AND SECURITY AGREEMENT

www.altaequipment.com

1. SECURITY INTEREST: Buyer grants to Seller a security interest in the equipment including any attachments, accessions and proceeds to secure payment and performance of Buyer's obligations under this Agreement including, but not limited to, any remedies or rights exercised by Seller under this Agreement to preserve, protect or otherwise secure the equipment. Buyer shall execute all forms and documents reasonably requested and required by Seller for the filing and perfection of the security interest. Buyer shall (a) keep the equipment in the State of Michigan, unless receiving prior written consent of seller (b) keep the equipment in good repair, condition and working order and (c) shall not sell, encumber, dispose of, transfer or assign any interest in the equipment without Seller's prior written consent or until such time as Seller has released its security interest in the equipment.
2. OTHER INDEBTEDNESS: Notwithstanding payment in full of the balance appearing on the reverse side of this Sales and Security Agreement the security interest created by this agreement shall continue in and to the Collateral for the full amount of any other indebtedness which may be owing by the Buyer to Seller.
3. MODEL YEAR: The term "New" in reference to the equipment designates that the equipment has less than 100 hours usage. "New" does not refer to the model year.
4. BUYER'S INSPECTION: Buyer shall inspect the equipment within 48 hours of receipt of delivery. Buyer shall be conclusively presumed to have inspected the equipment and to be satisfied with its condition and conformance to the above description unless, within said period of time, Buyer gives written notice to Seller specifying any defect.
5. DELIVERY: Seller shall have the right to specify and alter the date of delivery. Seller shall not be liable to Buyer for delays in delivery for any reason. The place of delivery shall be the Buyer's address above stated or Buyer's job site, unless otherwise specified by Seller.
6. WARRANTY: BUYER PURCHASES THE EQUIPMENT WITH THE WARRANTY DESCRIBED ON THE FRONT PAGE OF THIS AGREEMENT.
7. LIMITATION OF REMEDIES AND LIABILITY: SELLER SHALL NOT BE LIABLE FOR ANY LOSS OR DAMAGE WHATSOEVER WHICH IS INCURRED AS A RESULT OF DELAY, OR FAILURE TO FURNISH EQUIPMENT REGARDLESS OF THE CAUSE. THE SELLER SHALL NOT BE LIABLE FOR ANY DAMAGE BY REASON OF FAILURE OF THE EQUIPMENT TO OPERATE OR OF FAULTY OPERATION OF THE EQUIPMENT OR SYSTEM. THE SELLER SHALL NOT BE HELD RESPONSIBLE FOR ANY LOST PROFITS, DIRECT OR CONSEQUENTIAL DAMAGE OR LOSSES RESULTING FROM THE SELECTION, INSTALLATION, OPERATION OR USE OF THE EQUIPMENT. SELLER'S LIABILITY REGARDING THE EQUIPMENT AND THIS AGREEMENT FOR ANY CLAIMS, COSTS, DAMAGES, LOSSES AND EXPENSES WHETHER ARISING IN NEGLIGENCE, CONTRACT, TORT OR OTHERWISE SHALL BE LIMITED TO THE AGGREGATE PRICE OF THE EQUIPMENT PAID AS OF THE DATE THAT THE CLAIM OCCURS GIVING RISE TO THE LIABILITY.
8. TAXES: Buyer shall pay when due all taxes and assessments on the equipment or its use.
9. INSURANCE AND RISK OF LOSS: Buyer agrees that, at its own expense, it shall keep the equipment insured during the entire period of its possession and that Buyer has rights under this Agreement for the full replacement value thereof and against all risk of damage and loss to the equipment and for public liability and property damage, with a minimum of \$1,000,000 general aggregate limit and \$1,000,000 per occurrence limit, from the use of the equipment to third parties at all times and naming Seller as the loss payee. Buyer shall provide Seller with certificates of insurance prior to delivery of the equipment, and at any subsequent time thereafter upon written request by Seller. The certificates shall require the insurer to give Buyer ten (10) days notice before canceling or changing the coverage provided therein. Upon failure of the Buyer to provide proof of this insurance, Seller may, at its sole discretion, obtain insurance. Buyer agrees to reimburse Seller immediately for the costs incurred by Seller in obtaining this insurance. Buyer shall be and remain liable for the full replacement value of the equipment and for any loss or damage thereto or to any third parties notwithstanding Buyer's failure to maintain such insurance or Seller's non-exercise of Seller's remedies for any reason under this Agreement. Buyer shall also maintain insurance to cover the contractual liability of Buyer to hold the Seller harmless from any claim for bodily injury or property damage arising in connection with equipment, as provided in the "INDEMNIFICATION" paragraph herein.
10. BUYER'S DEFAULT AND SELLER'S REMEDIES: Buyer shall be in default for each or any of the following: (1) Buyer fails to make any payment required under the Agreement, (2) any representation or warranty to Seller which is false or misleading, (3) any failure to perform any provision of this Agreement, or other covenant, agreement of warranty made to Seller by Buyer and the failure continues for ten (10) days after notice to Buyer by Seller, (4) Buyer ceases to do business, becomes insolvent, makes an assignment for the benefit of creditors or files any petition or action under any bankruptcy, reorganization, insolvency or moratorium law, or any other law or laws for the relief of, or relating to, debtors, and (5) filing of any involuntary petition under any bankruptcy statute against Buyer or any guarantor of this Agreement, or appointment of a receiver, trustee, custodian or similar official to take possession of the properties of Buyer or any guarantor of this Agreement, unless the petition or appointment ceases to be in effect within thirty (30) days after filing of appointment. In the event of Buyer's default, Seller shall have the right to the following remedies: (1) Proceed by court action to enforce performance by Buyer of the provisions of this Agreement or to recover damages for their breach; (2) upon notice to Buyer, terminate this Agreement and do any one or more of the following: (a) declare the balance due with respect to each unit of equipment immediately due and owing and recover any additional damages and expenses sustained by Seller due to Buyer's breach of this Agreement, (b) enforce Seller's security interest, (c) require Buyer to return the equipment, and (d) enter the premises where any unit of equipment may be and take possession of it without notice, liability or legal process. In the event of Buyer's default, Seller may undertake reasonable efforts to sell or dispose of the equipment and the proceeds of any sale or release shall be applied in the following order: (1) to reimburse Seller for all expenses of retaking, holding, preparing for sale or disposal of the equipment, including any taxes, charges, costs, expenses and reasonable attorney's fees incurred by Seller, (2) to pay Seller all amounts which under the term of this Agreement are due or have accrued as of the date of Seller's receipt of the proceeds; (3) to pay Seller the balance due with respect to the equipment; (4) require Buyer to provide additional collateral or assurances to make Seller secure; and (5) require Buyer to assemble the equipment and deliver to Seller's closest branch at Buyer's expense. Any surplus shall be paid to the person entitled to it. Buyer shall promptly pay any deficiency to Seller. Buyer acknowledges that sales for cash or credit to a wholesaler, retailer or user of the equipment are all commercially reasonable. The remedies provided to Seller shall be cumulative and shall be in addition to all other remedies existing at law or in equity. If Buyer fails to perform any of its obligations under this Agreement, Seller may perform the obligations and the expenses incurred by Seller as a result shall be payable by Buyer upon demand.
11. INDEMNIFICATION: BUYER AGREES TO DEFEND, INDEMNIFY AND HOLD SELLER, ITS EMPLOYEES, DIRECTORS AND OFFICERS HARMLESS FROM AND AGAINST ANY AND ALL CLAIMS OF BUYER AND/OR THIRD PARTIES OF ANY AND ALL TYPES, LOSSES, LIABILITIES, DEMANDS, SUITS, JUDGMENTS AND CAUSES OF ACTION, AND ANY COSTS OR EXPENSES IN CONNECTION THEREWITH, INCLUDING REASONABLE ATTORNEY'S FEES AND EXPENSES, WHICH MAY RESULT FROM OR ARISE IN ANY MANNER FROM OR RELATING TO THE DELIVERY (INCLUDING ANY DELAY IN OR FAILURE OF DELIVERY), SELECTION, PURCHASE, ACCEPTANCE OR REJECTION, OWNERSHIP, POSSESSION, CONDITION, USE, OPERATION, MAINTENANCE OR REPAIR OF A UNIT OF THE EQUIPMENT FROM THE TIME THIS AGREEMENT COMMENCES UNTIL IT IS FULFILLED, OR WHICH MAY BE ATTRIBUTABLE TO A DEFECT IN A UNIT OF EQUIPMENT, THE MATERIAL USED THEREIN OR THE DESIGN, MANUFACTURE OR TESTING THEREOF, REGARDLESS OF WHEN THE DEFECT IS DISCOVERED, OR WHETHER THE UNIT IS IN THE POSSESSION OF BUYER OR THE LOCATION THEREOF.
12. WAIVER: The absence of Seller's exercise of any remedy under this Agreement or under law or equity shall not constitute a waiver of that remedy. Seller's waiver of any default by Buyer shall not operate as a waiver of any other of the same or different subsequent default.
13. LIMITATION OF ACTIONS: NO ACTION, REGARDLESS OF FORM ARISING OUT OF THE TRANSACTIONS UNDER THIS AGREEMENT MAY BE BROUGHT BY THE BUYER MORE THAN ONE (1) YEAR AFTER THE CAUSE OF ACTION HAS OCCURRED.
14. ATTORNEY'S FEES: Buyer agrees to pay any and all of Seller's costs and expenses, including reasonable attorney's fees, in connection with an unsuccessful action alleging breach of warranty or defect in a unit of equipment, the material used therein or the design, manufacture or testing thereof.
15. TRAINING: Seller shall provide Buyer with one copy of all operating manuals prepared by the manufacturer of the equipment. Seller shall have no obligation to provide training to Buyer or its employees in the use and operation of the equipment. Seller may, at its sole discretion, enter into a separate agreement with Buyer to provide training. Buyer represents that he will, at all times, utilize properly trained employees and/or subcontractors to operate the equipment - failure to do so invoke any and all of the indemnification clauses detail in Section 11.
16. MISCELLANEOUS: All notices to be provided under this Agreement shall be made in writing and deemed sufficiently given if mailed to the other party at the address set forth on the reverse side of this Agreement, or at any other address specified in a written notice given by either party to the other, by U.S. Registered or Certified Mail. Buyer will not change or remove any insignia or lettering on the equipment which identified Seller's current or previous ownership. This Agreement may be assigned by Seller to a third party without the prior written consent of the Buyer. This Agreement (which includes any supplements which are attached hereto and signed by Seller and Buyer) contains the entire understanding between Seller and Buyer with respect to the equipment and the subject matter and supersedes all prior written or oral agreement or understandings relating thereto. No variation or modification of this Agreement shall be valid unless in writing and signed authorized representatives of Seller and Buyer. If any provision of this Agreement shall be invalid under any law, it shall be deemed omitted and the remaining provisions hereof shall be given effect. All obligations of Buyer under this Agreement shall survive the expiration or termination of this Agreement to the extent required for their full observance and performance or to enforce Seller's rights or remedies. The parties hereto agree that the law of Michigan shall govern their rights and duties under this Agreement and that this Agreement was made in Michigan.
17. DISPUTE RESOLUTION: The parties shall attempt in good faith to resolve any dispute arising out of or relating to this Agreement promptly by negotiation between executives. If any such dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Commercial Mediation Rules before resorting to arbitration. Any such dispute which has not been resolved by a non-binding procedure as provided herein within 90 days of the initiation of such procedure, shall be settled by arbitration in accordance with the then current American Arbitration Association Rules for Commercial Disputes by three independent and impartial arbitrators, none of whom shall be appointed by either party. If either party will not participate in a non-binding procedure, the other may initiate arbitration before expiration of the above period. The arbitration shall be governed by the United States Arbitration Act, 9 U.S.C. § 1-16, and judgment upon the award rendered by the arbitrators may be entered by any court having jurisdiction thereof. The place of arbitration shall be Oakland County, Michigan. The arbitrator(s) are not empowered to award damages in excess of compensatory damages. The arbitrators shall award costs and attorneys fees to the prevailing party.

Initial _____

BILL OF SALE FOR PROPERTY TAKEN IN TRADE

For value received, I/we hereby grant, sell, transfer and deliver unto:

Alta Equipment Company, 56195 Pontiac Trail, New Hudson, MI 48165

I/we hereby certify that there is no lien, claim, debt, mortgage or encumbrance of any kind, nature or description against this property now existing, of record or otherwise, and that same is free and clear and is my/our sole and absolute property. I/we agree to assume all risk of loss and/or damage to above described equipment, beyond normal wear, until delivery is promptly effected.

By:

(Title)



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 71

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: November 25, 2025
Subject: Motion – Purchase a 2026 Ford 600 Cab & Chassis

INTRODUCTION AND HISTORY

Budgeted in the 2026 Fleet vehicle budget is \$150,000 for the replacement of a 2018 RAM 5500 Dump truck. In January 2025, City council approved the purchase of a pick-up truck to replace one that the DPW's grounds division utilizes to salt parking lots during the winter. The old truck has a slide-in salt box in the bed and has seen excessive rust because of all the salt that spills beside it over time. Because of this excessive rust and the fact that the truck cannot haul anything else in the winter because of the difficulty of removing and replacing the salt box, staff explored replacing this 5500 dump with a Ford 600 swaploader. This would allow the salt box to be made of stainless steel for protection from the salt and allow for use when there is no snow simply by changing the box (like the 3 swaploaders the DPW has currently). The chart below shows the vehicle being replaced and the new vehicle being ordered. As is typical, the 2018 RAM truck will replace a current seasonal vehicle that is outside of the replacement schedule and has more than 80,000 miles and/or is more than 10 years old.

Current Vehicle					New Vehicle			Price
Asset ID	Year	Make	Model	Mileage	Year	Make	Model	
D1804	2018	RAM	5500 DUMP	54,829	2026	Ford	600 CAB & CHASSIS	\$ 71,605

The Ford 600 Cab & Chassis will be purchased under the MiDEAL contract #240000001209 (State of Michigan contract) with LaFontaine Ford of Lansing, MI for the cost of \$71,605.00. The purchase of this vehicle will include a 3-year/ 36,000-mile bumper to bumper warranty and a 5-year/100,000-mile powertrain warranty. We have used cooperative bids throughout the years to purchase a variety of items that include vehicles, equipment, and road salt. The cooperative bids that are used most often are the State of Michigan MiDEAL, the Oakland County Cooperative, Sourcewell, and the Rochester Hills Consortium. These cooperative bids are based on larger volumes which result in lower prices, a high-quality contract, and meet the requirements of our Purchasing Ordinance. The upfit will come before council at a later meeting as the pricing could not be obtained in an adequate timeframe.

STAFF RECOMMENDATION

Staff recommend approval to purchase a Ford 600 Cab & Chassis for \$71,605.00 from LaFontaine Ford of Lansing, MI under the MiDEAL contract #240000001209. Funding for the purchase is available in 2026 via account number 661-594-981.000.

MOTION

Move to approve the purchase of a Ford 600 Cab & Chassis for \$71,605.00 from LaFontaine Ford of Lansing, MI under the MiDEAL contract #240000001209.

EXHIBIT

Exhibit 1 – Quote

I CONCUR:

Thomas A. Tanghe

THOMAS A. TANGHE, CITY MANAGER



Preview Order D100 - F6L 4x4 Reg Chas Cab DRW : Order Summary Time of Preview: 11/25/2025
10:53:17 Receipt: 11/25/2025

Dealership Name : LaFontaine Ford of Lansing

Sales Code : F48905

Dealer Rep.	Daniel Wresinski	Type	Fleet	Vehicle Line	Superduty	Order Code	D100
Customer Name	Auburn Hills	Priority Code	A3	Model Year	2026	Price Level	630

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F600 4X4 CHASSIS CAB DRW/169	\$61460	SNOW PLOW PREP PACKAGE	\$350
169 INCH WHEELBASE	\$0	TRAILER BRAKE CONTROLLER	\$300
TOTAL BASE VEHICLE	\$61460	WHEEL WELL LINERS - FRONT	\$180
OXFORD WHITE	\$0	40 GAL AFT OF AXLE FUEL TNK	\$0
VINYL 40/20/40 SEATS	\$0	410 AMP DUAL ALTERNATOR	\$215
MEDIUM DARK SLATE	\$0	EXTERIOR BACKUP ALARM	\$230
PREFERRED EQUIPMENT PKG.680A	\$0	PRICE CONCESSION INDICATOR	\$0
.XL TRIM	\$0	REMARKS TRAILER	\$0
.AIR CONDITIONING -- CFC FREE	\$0	DUAL BATTERY	\$0
.AM/FM STEREO MP3/CLK	\$0	REAR VIEW CAMERA & PREP KIT	\$515
6.7L POWER STROKE V8 DIESEL	\$10995	CONN PKG: 1 YR INCL W/FORD APP	\$0
10-SPEED AUTO TORQSHIFT	\$0	XL CHROME PACKAGE	\$425
245/70R19.5G BSW ALL POSITION	\$0	.FOG LAMPS	\$0
4.30 RATIO LIMITED SLIP AXLE	\$0	.REMOTE START SYSTEM	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
VEHICLE INTEGRATION SYSTEM 2.0	\$400	SPECIAL FLEET ACCOUNT CREDIT	\$0
PLATFORM RUNNING BOARDS	\$320	FUEL CHARGE	\$0
22000# GVWR PACKAGE	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
SKID PLATES	\$150	PRICED DORA	\$0
50 STATE EMISSIONS	\$0	ADVERTISING ASSESSMENT	\$0
PRO POWER ONBOARD - 400W	\$225	DESTINATION & DELIVERY	\$2595

	MSRP
TOTAL BASE AND OPTIONS	\$78360
DISCOUNTS	NA
TOTAL	\$78360

ORDERING FIN: QT338 END USER FIN: QT338 PO NUMBER: undefined

INCENTIVES:

Acc. Code ID: 10 Contract/Ref #: 06-682T Description: undefined Concession Amount: \$-1200.00

This order has not been submitted to the order bank.

This is not an invoice.

LaFontaine Ford Lansing
5827 S Pennsylvania
Lansing, MI 48911
517-574-7120-Direct

QUOTATION

dwresinski@lafontaine.com

Name: City of Auburn Hills

Address: _____

City: _____ State: _____ Zip: _____

Contact: Jason Hefner

Phone: 248-391-3777

Email: jhefner@auburnhills.org

Date: 11/24/2025

Quote: 112425

2026 Ford F-600 Regular Cab XL 4x4 Chassis 169" Wheelbase	
6.7L Power Stroke Diesel Engine	
10-Speed Auto Torqshift Transmission	
Oxford White Exterior	
Medium Dark Slate Vinyl 40/20/40 Interior	
4.30 Ratio Limited Slip Axle	
Vehicle Intergration System 2.0	
Platform Running Boards	
Skid Plates	
Pro Power Onboard 400W	
Snow Plow Prep Package - XL Chrome Package	
Trailer Brake Controller	
Wheel Well Liners	
410 AMP Dual Alternator - Dual Battery	
Exterior Backup Alarm	
State Contract # 240000001209	
MSRP Sales Price	\$78,360.00
Sales Price	\$71,590.00
Taxes	\$0.00
Registration and Title Fees	\$15.00
Delivery	\$0.00
Total Cost:	\$71,605.00

Signed: Daniel Wresinski



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 9A & 9B

ASSESSING DEPARTMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Ben Griffin, Commercial/Industrial Appraiser
Submitted: December 2, 2025
Subject: Motion – Public Hearing and Request to Establish an Industrial Development District for Harmon Road Holdings LLC
Motion- Public Hearing and Request to Establish Speculative Building Designation for Harmon Road Holdings LLC

INTRODUCTION AND HISTORY

A request to establish an Industrial Development District (IDD) has been submitted November 13, 2025, by Harmon Road Holdings LLC (the “applicant”) for the vacant property on Pinnacle Court and Harmon Road. This property consists of 8.67 acres identified as parcel number 02-14-03-251-008. The parcel is zoned I-1 – Light Industrial.

A request to establish a Speculative Building Designation has been submitted on November 13, 2025, by Harmon Road Holdings LLC for the property identified as 02-14-03-251-008 (Vacant Harmon Road/ Pinnacle Court). Harmon Road Holdings LLC plans to build an over 120,000 sq. ft. light industrial building with no tenant identified yet. Both The IDD and the Speculative Building Designation will only encompass the exact dimension of the parcel stated in the legal description below...

T3N, R10E, SEC 3 PART OF NE 1/4 BEG AT PT DIST S 89-42-11 W 1182.13 FT & N 00-17-30 E 411.83 FT FROM E 1/4 COR, TH ALG CURVE TO LEFT, RAD 1083.98 FT, CHORD BEARS S 79-28-45 W 613.49 FT, DIST OF 621.99 FT, TH S 63-02-17 W 138.72 FT, TH N 26-57-43 W 57 FT, TH ALG CURVE TO RIGHT, RAD 415 FT, CHORD BEARS N 09-51-58 W 244 FT, DIST OF 247.65 FT, TH N 07-13-47 E 25 FT, TH ALG CURVE TO LEFT, RAD 485 FT, CHORD BEARS N 04-39-52 E 43.42 FT, DIST OF 43.43 FT, TH ALG CURVE TO RIGHT, RAD 75 FT, CHORD BEARS N 23-25-29 E 54.55 FT, DIST OF 55.83 FT, TH ALG CURVE TO LEFT, RAD 80 FT, CHORD BEARS N 09-48-03 W 130.34 FT, DIST OF 152.33 FT, TH N 00-17-49 W 8.06 FT, TH N 89-42-11 E 269.48 FT, TH N 00-00-47 E 28 FT, TH N 89-42-11 E 343.01 FT, TH N 00-00-47 E 181.88 FT, TH N 89-42-36 E 178.80 FT, TH S 00-17-30 W 584.86 FT TO BEG 8.67 A 6-15-23 FR 003 & 006



Illustrated Site Plan

Speculative Building Designation

Generally, an application for tax abatement must be filed within six months of the date construction work commences for development. PA 198 provides an exception to this rule in the case of a speculative building. A speculative building is defined in PA 198 MCL 207.553(3) as...

A new building that meets all the following criteria and the machinery, equipment, furniture, and fixtures located in the new building:

- (a) The building is owned by or approved as a speculative building by resolution of a local governmental unit in which the building is located, or the building is owned by a development organization and located in the district of the development organization.

- (b) The building is constructed for the purpose of providing a manufacturing facility before the identification of a specific user of that building.
- (c) The building does not qualify as a replacement facility. MCLA 207.553(8).

As a speculative building, the Act provides for a qualified user to take occupancy of the building and obtain both real and personal property abatement. The speculative building designation is only allowed for new buildings constructed for or adapted to use as a manufacturing facility. Facilities designated as speculative buildings are exempt under the Act for the application to be filed within six months of the date the physical work commences.

Designation of a building as a speculative building does not constitute approval of an IFEC. Application for an IFEC must be submitted and approved by the City Council for any future tenants of the speculative building.

Establishing the parcel with a Speculative Building Designation will serve to enable the owner's tenants the ability to apply for respective industrial facility exemption certificates.

PENDING APPEALS

To the best of staff's knowledge:

- There are no outstanding and/or pending appeal(s) involving the property that is the subject of this application/request.
- There is no outstanding and/or pending appeal(s) involving the applicant filing for this tax incentive/request within the City of Auburn Hills.

ABATEMENT ELIGIBILITY

Establishment of a Speculative Building Designation is a prerequisite to consideration of improvements made more than six months prior to filing an application for an Industrial Facility Exemption Certificate for any new real and personal property improvements.

STAFF RECOMMENDATION

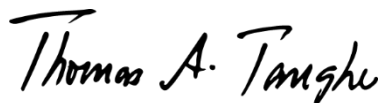
Based on reviewing the property records and the applicant's request, staff recommends approval of Harmon Road Holdings LLC Industrial Development District and requests to establish Speculative Building Designation for the property located at 02-14-03-251-008, consisting of 8.67 acres.

MOTION

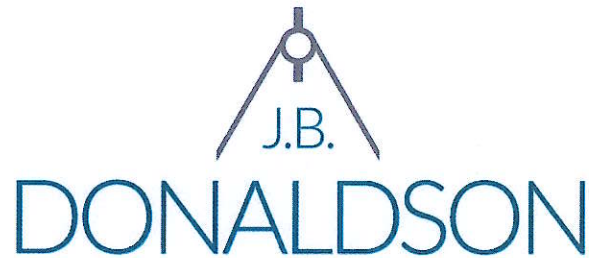
Move to approve the Harmon Road Holdings Industrial Development District by adopting the attached resolution

Move to approve the Harmon Road Holding Speculative Building Designation by adopting the attached resolution

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER



November 13, 2025

Honorable Brian Marzolf, Mayor
Members of the City Council
City of Auburn Hills 1827 Squirrel Road
Auburn Hills, Michigan 48326

Re: Development at corner of Pinnacle and Harmon

Dear Mayor and City Council,

This letter is submitted on behalf of Harmon Road Holdings, LLC, the owner of the property located at the corner of Pinnacle Court and Harmon Road (Parcel ID No. 02-14-03-251-008). After more than five years of attempts to secure a build-to-suit user for the site, the owner has engaged J.B. Donaldson Company to construct a speculative industrial building in order to attract a future tenant and bring this long-vacant property into productive use.

We respectfully request that the City Council approve the establishment of a Speculative Building Status as part of the Industrial Development District (IDD) for this parcel. This designation will allow the owner to subsequently apply for a Speculative Building Industrial Facilities Tax (IFT) abatement in accordance with the requirements of Public Act 198.

The speculative building designation is essential to make the property competitive with neighboring communities that offer similar incentives for speculative industrial development. Approval of this district will support continued economic growth within the City of Auburn Hills by encouraging new investment and job-creating opportunities on a site that has remained undeveloped for several years.

Please let me know if any additional information is required. We appreciate your consideration and look forward to working with the City on this important project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Clay Thomas", with a long horizontal line extending to the right.

Clay Thomas
General Counsel for JB Donaldson Company
Agent for Harmon Road Holdings, LLC

Contractors & Developers

37610 Hills Tech Dr. • Farmington Hills, MI • 48331 • P: 248-344-9045 • F: 248-536-2353

RECEIVED

NOV 14 2025

AUBURN HILLS
CITY ASSESSOR

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. If you have any questions regarding the completion of this form, call 517-335-7491.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date Received by Local Unit

STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) HARMON ROAD HOLDINGS LLC		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 1541	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) Vacant Harmon and Pinnacle, Auburn Hills, MI 48326		1d. City/Township/Village (indicate which) City	1e. County Oakland
2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input checked="" type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment		3a. School District where facility is located Auburn Hills	3b. School Code 63070
		4. Amount of years requested for exemption (1-12 Years) 4	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

To be built approximately 100,000 SF warehouse with office for general industrial use.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	► \$8,000,000 Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	► \$8,000,000 Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	► \$8,000,000 Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements	► 01/01/2026	12/31/2026	► <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	►		► <input type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. ☐ Yes ☒ No

9. No. of existing jobs at this facility that will be retained as a result of this project. N/A	10. No. of new jobs at this facility expected to create within 2 years of completion. 100
---	---

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	\$8,000,000
b. TV of Personal Property (excluding inventory)	
c. Total TV	\$8,000,000

12a. Check the type of District the facility is located in:

☒ Industrial Development District ☐ Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit)

12c. Is this application for a speculative building (Sec. 3(8))?

☒ Yes ☐ No

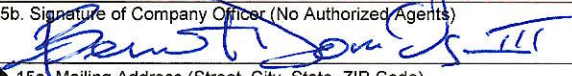
RECEIVED

NOV 14 2025

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Clay Thomas	13b. Telephone Number (248) 344-9045	13c. Fax Number (248) 536-2353	13d. E-mail Address cthomas@jbdonaldson.com
14a. Name of Contact Person Clay Thomas	14b. Telephone Number (248) 344-9045	14c. Fax Number (248) 536-2353	14d. E-mail Address cthomas@jbdonaldson.com
15a. Name of Company Officer (No Authorized Agents) J. Bennett Donaldson III			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (248) 536-2353	15d. Date 11/13/2025
15e. Mailing Address (Street, City, State, ZIP Code) 37610 Hills Tech Dr, Farmington Hills, MI 48331		15f. Telephone Number (248) 344-9045	15g. E-mail Address bdonaldson@jbdonaldson.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.		
16c. School Code		
17. Name of Local Government Body		18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

For faster service, email the completed application and additional required documentation to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909

STC USE ONLY				
1. LUCI Code	2. Begin Date Real	3. Begin Date Personal	4. End Date Real	5. End Date Personal

**CITY OF AUBURN HILLS
RESOLUTION
ESTABLISHING AN INDUSTRIAL DEVELOPMENT DISTRICT
FOR HARMON ROAD HOLDINGS LLC**

At a meeting of the City Council held on the **8th day of December 2025** at the City Council Chambers at 1827 N. Squirrel Rd., Auburn Hills MI 48326

It was moved by Council Member _____ and supported by Council Member _____

WHEREAS, Act 198 of the Public Acts of 1974, as amended, authorizes the City Council of Auburn Hills to establish an Industrial Development District; and

WHEREAS **Harmon Road Holdings LLC** has petitioned this City Council to establish an Industrial Development District on the property herein described; and

WHEREAS, construction, acquisition, alteration, or installation of a proposed facility within the district has not commenced as of this date of the filing of the request to establish the district; and

WHEREAS, the City Council of the City of Auburn Hills has given written notice by certified mail to the owners of real property within the proposed Industrial Development District; and

WHEREAS a public hearing was held on **8th day of December 2025** at which all the owners of real property within the proposed Industrial Development District and all residents and taxpayers of Auburn Hills were afforded an opportunity to be heard; and

WHEREAS, the City Council deems it to be in the best interest of the City of Auburn Hills to establish the Industrial Development District as proposed.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Auburn Hills that the following described parcels of land situated in the City of Auburn Hills, County of Oakland, State of Michigan, to wit:

Parcel identification: 02-14-03-251-008

T3N, R10E, SEC 3 PART OF NE 1/4 BEG AT PT DIST S 89-42-11 W 1182.13 FT & N 00-17-30 E 411.83 FT FROM E 1/4 COR, TH ALG CURVE TO LEFT, RAD 1083.98 FT, CHORD BEARS S 79-28-45 W 613.49 FT, DIST OF 621.99 FT, TH S 63-02-17 W 138.72 FT, TH N 26-57-43 W 57 FT, TH ALG CURVE TO RIGHT, RAD 415 FT, CHORD BEARS N 09-51-58 W 244 FT, DIST OF 247.65 FT, TH N 07-13-47 E 25 FT, TH ALG CURVE TO LEFT, RAD 485 FT, CHORD BEARS N 04-39-52 E 43.42 FT, DIST OF 43.43 FT, TH ALG CURVE TO RIGHT, RAD 75 FT, CHORD BEARS N 23-25-29 E 54.55 FT, DIST OF 55.83 FT, TH ALG CURVE TO LEFT, RAD 80 FT, CHORD BEARS N 09-48-03 W 130.34 FT, DIST OF 152.33 FT, TH N 00-17-49 W 8.06 FT, TH N 89-42-11 E 269.48 FT, TH N 00-00-47 E 28 FT, TH N 89-42-11 E 343.01 FT, TH N 00-00-47 E 181.88 FT, TH N 89-42-36 E 178.80 FT, TH S 00-17-30 W 584.86 FT TO BEG 8.67 A 6-15-23 FR 003 & 006

be and here is established as an Industrial Development District pursuant to the provisions of Act 198 of the Public Acts of 1974 to be known as the **Harmon Road Holdings LLC Industrial Development District**.
The district will be sunset on 31st day of December 2033.

AYES:
NAYS:
ABSENT:
ABSTENTIONS:

RESOLUTION ADOPTED

STATE OF MICHIGAN)
COUNTY OF OAKLAND) SS

I, the undersigned, 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 City Council held on the **8th day of December 2025**, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on **this 8th day of December 2025**.

Laura Pierce, City Clerk

**RESOLUTION APPROVING SPECULATIVE BUILDING DESIGNATION
FOR HARMON ROAD HOLDINGS LLC.**

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 MI, 48326 on the 8th day of December 2025.

The following resolution was offered by Councilperson _____ and seconded by Councilperson _____.

Whereas, Harmon Road Holdings has requested a Speculative Building designation located at the vacant piece of land on Harmon Road better known as parcel 02-14-03-251-008 under the provisions of Public Act 198 of 1974, as amended; and

Whereas the building is being constructed as a manufacturing facility before the identification of a specific user of the building; and

Whereas the building has not been occupied; and

Whereas the designation of the building as a Speculative Building would allow future tenants to apply for Industrial Facility Exemption Certificate for real property to be located at parcel 02-14-03-251-008; and

Whereas the availability of tax abatement may serve as an inducement for attracting tenants to occupy the building and increase the tax revenues to the city of Auburn Hills,

NOW, THEREFORE, BE IT RESOLVED that the request for Speculative Building Designation for the vacant Harmon Road parcel is hereby approved with the following conditions,

That the Speculative Building Designation does not constitute approval of an Industrial Facility Exemption Certificate but serves to give notice that the City Council will consider future applications.

AYES:
NAYS:
ABSENT:
ABSTENTIONS:

RESOLUTION ADOPTED

STATE OF MICHIGAN)
COUNTY OF OAKLAND)

I, the undersigned, the duly qualified and appointed 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 City Council held on the 8th day of December 2025, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 8th day of December 2025

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 9C

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Deman, Manager of Public Utilities
Submitted: December 3, 2025
Subject: Motion – To Award the Construction Contract for Brown & Dutton Water Main Extension to Pamar Enterprises and Construction Services to OHM Advisors

INTRODUCTION AND HISTORY

This project, which consists of two separate water main extensions, has been on our radar for a few years. The project was first planned to be completed in 2023 but has been delayed because of permitting issues and coordination with Environment, Great Lakes, and Energy (EGLE). There were some concerns about installing a new water main through a former landfill area along Dutton Rd, and next to an active landfill area along Brown Rd. Although not ideal areas to work in, the redundancy and closing of loops in the north end of the water system is desired to strengthen the water system. Currently there is only one water main that connects the water system from the east and west side of Lapeer. Having redundancy in this area will hopefully prove fruitful for current and future operations and water main replacements that will be scheduled down the road. The two areas where main extensions will be installed are shown in Attachment 4 of this memo, with the Dutton portion on the top and the Brown Rd portion on the bottom of said attachment.

The concerns from EGLE took a little while to examine, but they have all been properly addressed with environmental reviews and soil borings/testing along the water main installation route. The plan is to utilize High Density Polyethylene (HDPE) pipe along both installation areas. Staff and engineers feel this will be the best suited material for the possible ground conditions we may face in the area. This project also plans to utilize trenchless drilling to install 80-90% of the water main, as to reduce the amount of soil disturbance in the area.

The City received 5 bids from qualified contractors to complete the work. Pamar Enterprises submitted the lowest bid to complete the work at an estimated amount of \$1,293,263. The comparison of the top bidders and letter of recommendation is available as Attachment 1 to this memo. The bids were very favorable when compared to estimates from the past few years, and the full bid tab showing all 5 bidders and their complete breakdown of pricing is also available as Attachment 2 to this memo. Pamar is a very capable company of handling this work as they have completed many projects around the City in the past. They have also just recently been awarded the Birchfield-Patrick Henry Utility and Road project this fall, so having the same company leading both projects will hopefully lead to economies of scale for manpower, communication, and efficiency to get both projects done. We trust that Pamar has a wealth of staff and resources to handle both projects simultaneously and get them completed in a timely manner.

As with most large City projects, OHM Advisors will assist the City in all aspects of inspection and construction engineering to make sure we are getting the finished product we desire. Their estimate for the services required is set at \$109,560. Also working on behalf of the City is G2 Consulting, which will provide material testing and air quality testing of the work areas. The air quality testing is unique to this job, and The City is taking on the extra burden and cost to make sure the contractors, engineers, inspectors, and city staff will all be safe while working in the area. G2's estimate for their services is set at \$50,000. The breakdown of the scope of services from OHM Advisors is available as Attachment 3 to this memo.

STAFF RECOMMENDATION

Staff recommend moving forward and awarding the construction contract to Pamar, as we are confident in their ability for projects of this scope. We also feel that the estimate for OHM's and G2's services are appropriate and needed to go along with the project. The total estimate of the construction of this project is set at \$1,452,823, and the water fund has ample budget set aside in 2026 in GL 592.536.971.002-DUTTONWM.

MOTION

Move to Award the Brown and Dutton Water Main Construction Contract to Pamar Enterprises for \$1,293,263, Construction Engineering to OHM Advisors for \$109,560, and Environmental Testing to G2 for \$50,000 for Work to be Completed in 2026.

ATTACHMENTS

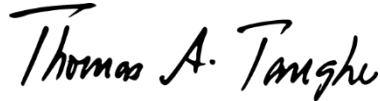
Attachment 1- OHM Letter of Recommendation

Attachment 2- Full Bid Tab

Attachment 3- OHM Scope of Services

Attachment 4- Area of Work Map

I CONCUR:

A handwritten signature in black ink that reads "Thomas A. Tanghe". The signature is written in a cursive style with a horizontal line underneath it.

THOMAS A. TANGHE, CITY MANAGER



December 1, 2025

Stephen Baldante
Director of Public Works
CITY OF AUBURN HILLS
1500 Brown Road
Auburn Hills, MI 48326

RE: Dutton & Brown Road Water Main Extension
Letter of Recommendation

Dear Mr. Baldante:

On November 21, 2025, at 10:00 am, a total of five bids were received for the above referenced project. The three (3) lowest bidders are as follows:

Contractor	Total Bid
Pamar Enterprises, Inc.	\$1,332,823.80
Superior Excavating, Inc.	\$1,398,860.00
DVM Utilities, Inc.	\$1,650,920.00

The project consists of two (2) water main connections on the north end of the City along Dutton and Brown Roads as planned in the City's water asset management plan. The existing gap between Bald Mountain Road and Interpark Drive will be eliminated, along with the gap between Lapeer and Glenmeade Lane. Water main will be constructed via directional drill and open cut methods.

Pamar Enterprises, Inc., out of New Haven, Michigan is the low bidder for this project. They have over 49 years of experience in similar construction and have completed numerous projects throughout the region, including the City's Downtown Road/Utility Improvements project and Opdyke Water Main Improvements project. They have also been awarded the Birchfield Street and Patrick Henry Utility and Road Improvements project within the City that is anticipated to start in the Winter of 2025 and be completed in the Fall of 2026. Based on our previous experience and their qualifications, **we would recommend award of this contract to Pamar Enterprises, Inc. in the amount of \$1,293,263.80, per the unit prices listed on the bid.** The amount entered in the bid for Crew Days (\$39,560) are not included in the recommended award amount as these are not part of payments made to the Contractor, but these amounts are included in the total for determining the lowest bid.

Digital files of this letter and a bid tabulation have been emailed to your office. If you have any questions or require additional information, please feel free to contact this office.

Sincerely,
OHM Advisors

A handwritten signature in dark ink that reads "Hannah Driesenga". The signature is written in a cursive, flowing style.

Hannah Driesenga, P.E.

cc: Jason Deman, Manager of Public Utilities
Laura Pierce, City Clerk
Tim Juidici, OHM
File

Tabulation for Bids Received on 11/21/2025
Dutton Road & Brown Road Water Main Extension
City of Auburn Hills, Oakland County, State of Michigan
OHM Job No.: 0120-22-0400

Pamar Enterprises, Inc.
31604 Pamar Court
New Haven, MI 48326
Phone: (586) 749-8593

Superior Excavating, Inc.
2420 Auburn Road
Auburn Hills, MI 48326
Phone: (248) 853-7075

DVM Utilities, Inc.
6045 Sims Dr., Suite 2
Sterling Heights, MI 48313
Phone: (586) 979-0402

Inner City Contracting LLC
18715 Grand River Avenue
Detroit, MI 48223
Phone: (313) 272-5031

DiPonio Contracting, LLC
51251 Simone Industrial Drive
Shelby Township, MI 48316
Phone: (586) 997-4150

No.	Description	Estimated Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	
Category 1 - Brown Road													
1)	Mobilization, Max 5%	1.00	LSUM	\$28,000.00	\$28,000.00	\$24,000.00	\$24,000.00	\$25,000.00	\$25,000.00	\$26,500.00	\$26,500.00	\$45,000.00	\$45,000.00
2)	Audio Video Route Survey	1.00	LSUM	\$1,500.00	\$1,500.00	\$1,850.00	\$1,850.00	\$900.00	\$900.00	\$2,500.00	\$2,500.00	\$875.00	\$875.00
3)	Fence, Rem	70.00	Ft	\$5.00	\$350.00	\$15.00	\$1,050.00	\$10.00	\$700.00	\$6.00	\$420.00	\$10.00	\$700.00
4)	Pavt, Rem	15.00	Syd	\$12.00	\$180.00	\$22.00	\$330.00	\$20.00	\$300.00	\$15.00	\$225.00	\$50.00	\$750.00
5)	Subgrade Undercutting, 21AA	200.00	Cyd	\$0.47	\$94.00	\$75.00	\$15,000.00	\$86.00	\$17,200.00	\$101.00	\$20,200.00	\$50.00	\$10,000.00
6)	Subgrade Undercutting, 1 by 3	200.00	Cyd	\$0.47	\$94.00	\$70.00	\$14,000.00	\$61.00	\$12,200.00	\$63.00	\$12,600.00	\$50.00	\$10,000.00
7)	Erosion Control	1.00	LSUM	\$8,500.00	\$8,500.00	\$4,500.00	\$4,500.00	\$3,200.00	\$3,200.00	\$2,275.00	\$2,275.00	\$2,500.00	\$2,500.00
8)	Project Cleanup	1.00	LSUM	\$1,500.00	\$1,500.00	\$9,500.00	\$9,500.00	\$14,000.00	\$14,000.00	\$3,802.00	\$3,802.00	\$5,000.00	\$5,000.00
9)	Aggregate Base, 4 inch	50.00	Syd	\$18.00	\$900.00	\$13.50	\$675.00	\$18.00	\$900.00	\$12.50	\$625.00	\$25.00	\$1,250.00
10)	Shared Use Path, HMA	10.00	Ton	\$250.00	\$2,500.00	\$375.00	\$3,750.00	\$350.00	\$3,500.00	\$504.00	\$5,040.00	\$250.00	\$2,500.00
11)	Fence, New	70.00	Ft	\$85.00	\$5,950.00	\$42.50	\$2,975.00	\$350.00	\$24,500.00 ¹	\$60.00	\$4,200.00	\$99.00	\$6,930.00
12)	Minor Traf Devices	1.00	LSUM	\$15,000.00	\$15,000.00	\$3,000.00	\$3,000.00	\$4,500.00	\$4,500.00	\$1,000.00	\$1,000.00	\$15,000.00	\$15,000.00
13)	Traffic Maintenance & Control	1.00	LSUM	\$15,000.00	\$15,000.00	\$3,500.00	\$3,500.00	\$13,000.00	\$13,000.00	\$4,000.00	\$4,000.00	\$3,225.00	\$3,225.00
14)	Turf Establishment, Performance	280.00	Syd	\$28.56	\$7,996.80	\$11.00	\$3,080.00	\$16.00	\$4,480.00	\$22.00	\$6,160.00	\$20.00	\$5,600.00
15)	Water Main, CL 54 D.I., 6 inch, Open Cut	40.00	Ft	\$80.00	\$3,200.00	\$218.50	\$8,740.00	\$116.00	\$4,640.00	\$162.60	\$6,504.00	\$160.00	\$6,400.00
16)	Water Main, CL 54 D.I., 12 inch, Open Cut	130.00	Ft	\$149.00	\$19,370.00	\$333.00	\$43,290.00	\$200.00	\$26,000.00	\$354.40	\$46,072.00	\$295.00	\$38,350.00
17)	Water Main, HDPE DR 11, 14 inch, Directional Drill	2000.00	Ft	\$149.00	\$298,000.00	\$169.50	\$339,000.00	\$200.00	\$400,000.00	\$180.30	\$360,600.00	\$295.00	\$590,000.00
18)	Boring Pit	3.00	Ea	\$500.00	\$1,500.00	\$3,400.00	\$10,200.00	\$2,000.00	\$6,000.00	\$1,485.00	\$4,455.00	\$5,000.00	\$15,000.00
19)	Connection to Existing Water Main	3.00	Ea	\$12,500.00	\$37,500.00	\$7,250.00	\$21,750.00	\$7,800.00	\$23,400.00	\$7,018.00	\$21,054.00	\$11,000.00	\$33,000.00
20)	Fire Hydrant	3.00	Ea	\$14,500.00	\$43,500.00	\$11,850.00	\$35,550.00	\$12,000.00	\$36,000.00	\$20,691.00	\$62,073.00	\$8,000.00	\$24,000.00
21)	Gate Valve and Well, 12 inch	2.00	Ea	\$14,350.00	\$28,700.00	\$14,500.00	\$29,000.00	\$14,000.00	\$28,000.00	\$24,870.00	\$49,740.00	\$8,500.00	\$17,000.00
22)	Contractor Staking	1.00	LSUM	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$9,000.00	\$9,000.00	\$1,200.00	\$1,200.00	\$6,500.00	\$6,500.00
23)	Environmental Quality Measures	1.00	LSUM	\$5,000.00	\$5,000.00	\$1,850.00	\$1,850.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$20,000.00	\$20,000.00
Non Haz Contaminated Material Handling and Disposal, LM,													
24)	Modified	100.00	Cyd	\$55.00	\$5,500.00	\$40.00	\$4,000.00	\$42.00	\$4,200.00	\$45.00	\$4,500.00	\$42.00	\$4,200.00
25)	Haz Contaminated Material Handling and Disposal, LM	100.00	Cyd	\$150.00	\$15,000.00	\$50.00	\$5,000.00	\$150.00	\$15,000.00 ¹	\$510.00	\$51,000.00	\$63.00	\$6,300.00
26)	Crew Days	\$860.00	Cday	20	\$17,200.00	25	\$21,500.00	40	\$34,400.00	28	\$24,080.00	40	\$34,400.00
Category 1 Subtotal (Items 1-26 Incl.):				\$567,034.80		\$612,090.00		\$713,520.00 ²		\$723,325.00		\$904,480.00	
Category 2 - Dutton Road													
27)	Mobilization, Max 5%	1.00	LSUM	\$39,000.00	\$39,000.00	\$25,000.00	\$25,000.00	\$35,000.00	\$35,000.00	\$30,500.00	\$30,500.00	\$45,000.00	\$45,000.00
28)	Audio Video Route Survey	1.00	LSUM	\$1,500.00	\$1,500.00	\$1,850.00	\$1,850.00	\$900.00	\$900.00	\$2,500.00	\$2,500.00	\$1,025.00	\$1,025.00
29)	Pavt, Rem	50.00	Syd	\$22.00	\$1,100.00	\$22.00	\$1,100.00	\$60.00	\$3,000.00	\$10.00	\$500.00	\$15.00	\$750.00
30)	Sidewalk, Rem	50.00	Syd	\$12.00	\$600.00	\$16.50	\$825.00	\$18.00	\$900.00	\$5.00	\$250.00	\$40.00	\$2,000.00
31)	Subgrade Undercutting, 21AA	300.00	Cyd	\$0.47	\$141.00	\$75.00	\$22,500.00	\$113.00	\$33,900.00	\$101.00	\$30,300.00	\$50.00	\$15,000.00
32)	Subgrade Undercutting, 1 by 3	300.00	Cyd	\$0.47	\$141.00	\$70.00	\$21,000.00	\$93.00	\$27,900.00	\$63.00	\$18,900.00	\$50.00	\$15,000.00
33)	Erosion Control	1.00	LSUM	\$12,000.00	\$12,000.00	\$4,500.00	\$4,500.00	\$3,400.00	\$3,400.00	\$3,300.00	\$3,300.00	\$1,000.00	\$1,000.00
34)	Project Cleanup	1.00	LSUM	\$2,000.00	\$2,000.00	\$9,500.00	\$9,500.00	\$13,000.00	\$13,000.00	\$3,802.00	\$3,802.00	\$5,000.00	\$5,000.00
35)	Aggregate Base, 4 inch	50.00	Syd	\$18.00	\$900.00	\$13.50	\$675.00	\$18.00	\$900.00	\$12.50	\$625.00	\$40.00	\$2,000.00
36)	Aggregate Base, 8 inch	50.00	Syd	\$24.00	\$1,200.00	\$23.50	\$1,175.00	\$29.00	\$1,450.00	\$20.30	\$1,015.00	\$50.00	\$2,500.00
37)	HMA, 4EML	10.00	Ton	\$250.00	\$2,500.00	\$375.00	\$3,750.00	\$350.00	\$3,500.00	\$504.00	\$5,040.00	\$250.00	\$2,500.00
38)	HMA, 5EML	10.00	Ton	\$250.00	\$2,500.00	\$375.00	\$3,750.00	\$350.00	\$3,500.00	\$504.00	\$5,040.00	\$250.00	\$2,500.00
39)	Shared Use Path, HMA	10.00	Ton	\$250.00	\$2,500.00	\$375.00	\$3,750.00	\$350.00	\$3,500.00	\$504.00	\$5,040.00	\$250.00	\$2,500.00
40)	Minor Traf Devices	1.00	LSUM	\$37,000.00	\$37,000.00	\$3,000.00	\$3,000.00	\$4,200.00	\$4,200.00	\$1,000.00	\$1,000.00	\$7,500.00	\$7,500.00
41)	Traffic Maintenance & Control	1.00	LSUM	\$37,000.00	\$37,000.00	\$3,500.00	\$3,500.00	\$7,500.00	\$7,500.00	\$4,000.00	\$4,000.00	\$3,225.00	\$3,225.00
42)	Turf Establishment, Performance	700.00	Syd	\$28.56	\$19,992.00	\$11.00	\$7,700.00	\$16.00	\$11,200.00	\$22.00	\$15,400.00	\$20.00	\$14,000.00
43)	Sprinkler Line	1100.00	Ft	\$0.55	\$605.00	\$7.00	\$7,700.00	\$5.00	\$5,500.00	\$6.00	\$6,600.00	\$3.25	\$3,575.00
44)	Water Main, Remove	150.00	Ft	\$15.00	\$2,250.00	\$20.00	\$3,000.00	\$84.00	\$12,600.00	\$10.00	\$1,500.00	\$50.00	\$7,500.00
45)	Water Main, CL 54 D.I., 6 inch, Open Cut	40.00	Ft	\$80.00	\$3,200.00	\$218.50	\$8,740.00	\$150.00	\$6,000.00	\$195.50	\$7,820.00	\$160.00	\$6,400.00
46)	Water Main, CL 54 D.I., 12 inch, Open Cut	600.00	Ft	\$159.00	\$95,400.00	\$241.50	\$144,900.00	\$220.00	\$132,000.00	\$279.30	\$167,580.00	\$295.00	\$177,000.00
47)	Water Main, HDPE DR 11, 14 inch, Directional Drill	1800.00	Ft	\$159.00	\$286,200.00	\$169.50	\$305,100.00	\$220.00	\$396,000.00	\$185.20	\$333,360.00	\$295.00	\$531,000.00
48)	Fire Hydrant Extension	9.00	Ft	\$250.00	\$2,250.00	\$1,250.00	\$11,250.00	\$1,300.00	\$11,700.00	\$198.00	\$1,782.00	\$500.00	\$4,500.00
49)	Boring Pit	6.00	Ea	\$500.00	\$3,000.00	\$3,400.00	\$20,400.00	\$2,000.00	\$12,000.00	\$250.00	\$1,500.00	\$5,000.00	\$30,000.00
50)	Connection to Existing Water Main	3.00	Ea	\$12,500.00	\$37,500.00	\$7,850.00	\$23,550.00	\$8,000.00	\$24,000.00	\$7,018.00	\$21,054.00	\$18,000.00	\$54,000.00
51)	Fire Hydrant	3.00	Ea	\$14,500.00	\$43,500.00	\$12,000.00	\$36,000.00	\$12,000.00	\$36,000.00	\$19,015.00	\$57,045.00	\$8,000.00	\$24,000.00
52)	Gate Valve and Well, 12 inch	4.00	Ea	\$14,350.00	\$57,400.00	\$14,500.00	\$58,000.00	\$14,000.00	\$56,000.00	\$22,410.00	\$89,640.00	\$8,500.00	\$34,000.00
53)	Sprinkler Head, Replace	55.00	Ea	\$10.00	\$550.00	\$75.00	\$4,125.00	\$50.00	\$2,750.00	\$150.00	\$8,250.00	\$110.00	\$6,050.00
54)	Contractor Staking	1.00	LSUM	\$5,500.00	\$5,500.00	\$6,500.00	\$6,500.00	\$10,000.00	\$10,000.00	\$1,500.00	\$1,500.00	\$6,500.00	\$6,500.00
55)	Environmental Quality Measures	1.00	LSUM	\$5,000.00	\$5,000.00	\$1,850.00	\$1,850.00	\$6,300.00	\$6,300.00	\$2,500.00	\$2,500.00	\$20,000.00	\$20,000.00
Non Haz Contaminated Material Handling and Disposal, LM,													
56)	Modified	200.00	Cyd	\$55.00	\$11,000.00	\$40.00	\$8,000.00	\$42.00	\$8,400.00	\$45.00	\$9,000.00	\$42.00	\$8,400.00
57)	Haz Contaminated Material Handling and Disposal, LM	200.00	Cyd	\$150.00	\$30,000.00	\$50.00	\$10,000.00	\$150.00	\$30,000.00	\$510.00	\$102,000.00	\$63.00	\$12,600.00
58)	Crew Days	\$860.00	Cday	26	\$22,360.00	28	\$24,080.00	40	\$34,400.00	29	\$24,940.00	45	\$38,700.00
Category 2 Subtotal (Items 27-58 Incl.):				\$765,789.00		\$786,770.00		\$937,400.00 ³		\$963,283.00		\$1,085,725.00	
Total Bid Amount (Categories 1 & 2 Incl.):				\$1,332,823.80		\$1,398,860.00		\$1,650,920.00 ²		\$1,686,608.00		\$1,990,205.00	

CORRECTIONS

¹ Contractors Multiplication Error Corrected

² Total Adjusted Due to Contractors Mathematical Errors

³ Contractors Summation Error



December 1, 2025

Mr. Stephen Baldante
Director of Public Works
City of Auburn Hills
1500 Brown Road
Auburn Hills, Michigan 48326

RE: **Dutton & Brown Road Water Main Extension**
Scope of Construction Services

Dear Mr. Baldante:

Outlined below is a Scope of Work for construction services to be provided by OHM Advisors for the above referenced project.

PROJECT UNDERSTANDING

It is our understanding that the City plans to move forward with the construction phase of two (2) water main connections on the north end of the City along Dutton and Brown Roads as planned for in the City's water asset management plan. The existing gap between Bald Mountain Road and Interpark Drive will be eliminated, along with the gap between Lapeer and Glenmeade Lane. This improvement will increase available fire protection and add redundancy to the system.

SCOPE OF SERVICE

Construction Engineering / Observation

Under this task the project team will observe the construction efforts on the project and assist with any necessary field changes to successfully complete the work. Specific work efforts include:

- ▶ Provide daily observation of the project when construction work is occurring to verify that materials, installation, and construction methods used are in conformance with the project plans and specifications as well as applicable standards. Full-time observation will be provided for all utility construction and pavement repairs.
- ▶ Produce daily field reports to document construction activities and record quantities of contract pay items.
- ▶ Prepare and provide the Contractor with a list of required submittals and review shop drawings, construction schedules, materials certifications, and other submittals.
- ▶ Address Contractor's construction concerns and resolve conflicts with the executed contract specifications.
- ▶ Arrange and attend regularly scheduled progress meetings during the construction phase. It is anticipated that meetings will be held weekly during the active construction period.
- ▶ Coordinate with the materials testing consultant on material related items.
- ▶ Coordinate with the property owners and other stakeholders in the construction area regarding access, traffic staging, schedule, and other pertinent items for the duration of the project.
- ▶ Prepare and deliver record (As-Built) plans that include the constructed location of all installed underground utilities. Record plans will be delivered electronically in PDF format.



Contract Administration

Under this task, the project team will complete services necessary to administer the contract. Specific work efforts include:

- ▶ Prepare sketch and legal description documents for the permanent water main and temporary construction easements required to be obtained prior to construction.
- ▶ Coordination with the Contractor and City to execute contract documents.
- ▶ Arrange and attend one (1) pre-construction meeting prior to the start of the project.
- ▶ Provide two (2) signed copies of the contract documents to the City, one (1) to the Clerk's office and one (1) to the DPW.
- ▶ Review Contractor's progress on the project to ensure that the work is in compliance with the proposed schedule.
- ▶ Prepare monthly construction pay estimates and process contract change orders (if required).
- ▶ Request and review information from the Contractor to verify compliance with wage rates, Buy America, and other funding requirements.
- ▶ Review construction claims and coordinate claim resolution with Contractor and City.
- ▶ Request and collect Contractor's declaration, contractor's affidavit, waivers from major suppliers and subcontractors, release of surety, and release from other public agencies for which permits have been obtained under this contract.

Crew Days (Construction Observation)

This project contract includes a line item for Crew Days in Contractor's bid. This item is for construction observation required for the Contractor's operations. OHM will provide daily observation of work under this Crew Day item. Full-time inspection will be provided for all construction operations as indicated in the contract specifications for Crew Days. The Contractor has included the Crew Day amount in their bid based on their anticipated schedule for the project.

SCHEDULE

Based on the Council meeting schedule, we anticipate that the award for the project would occur at the December 8th Council meeting. Construction on the project is anticipated to begin in the Spring of 2026, and the project is expected to be completed by Summer of 2026.

COMPENSATION

The construction engineering and contract administration outlined above will be performed on an hourly basis for the not-to-exceed amount of seventy thousand dollars (\$70,000.00). The construction observation as Crew Days will be performed on a per day basis for the amount of thirty-nine thousand five hundred sixty dollars (\$39,560.00), which is based on the amount bid by the Contractor for this item. The City will be invoiced for services on a monthly basis. The estimated budget breakdown is as follows:

	Construction Engineering	Contract Administration	Crew Days (Observation)	Total
Dutton & Brown Road Water Main Extension	\$36,400	\$33,600	\$39,560	\$109,560
Materials Testing & Environmental Consulting Services (G2)				\$50,000



FURTHER CLARIFICATIONS AND ASSUMPTIONS

The above-listed scope of services was prepared with the following assumptions:

- Materials testing, methane monitoring, environmental oversight and observation, and as needed soil and groundwater assessment and testing services will be provided by G2 Consulting Group under a separate contract and are not included in this scope of services. The estimated amount for this service is indicated above.
- The City will be responsible for all permit fees.

Should you find this agreement acceptable, please execute both copies and return one copy to us for our files. We look forward to providing professional services on this project. If you have any questions, please contact us.

Sincerely,

OHM ADVISORS

Hannah Driesenga, P.E.
Client Representative

cc: Jason Deman, Manager of Public Utilities
Tim Juidici, OHM
James Pontek, OHM
File

**City of Auburn Hills
Dutton & Brown Road Water Main Extension
Construction Services**

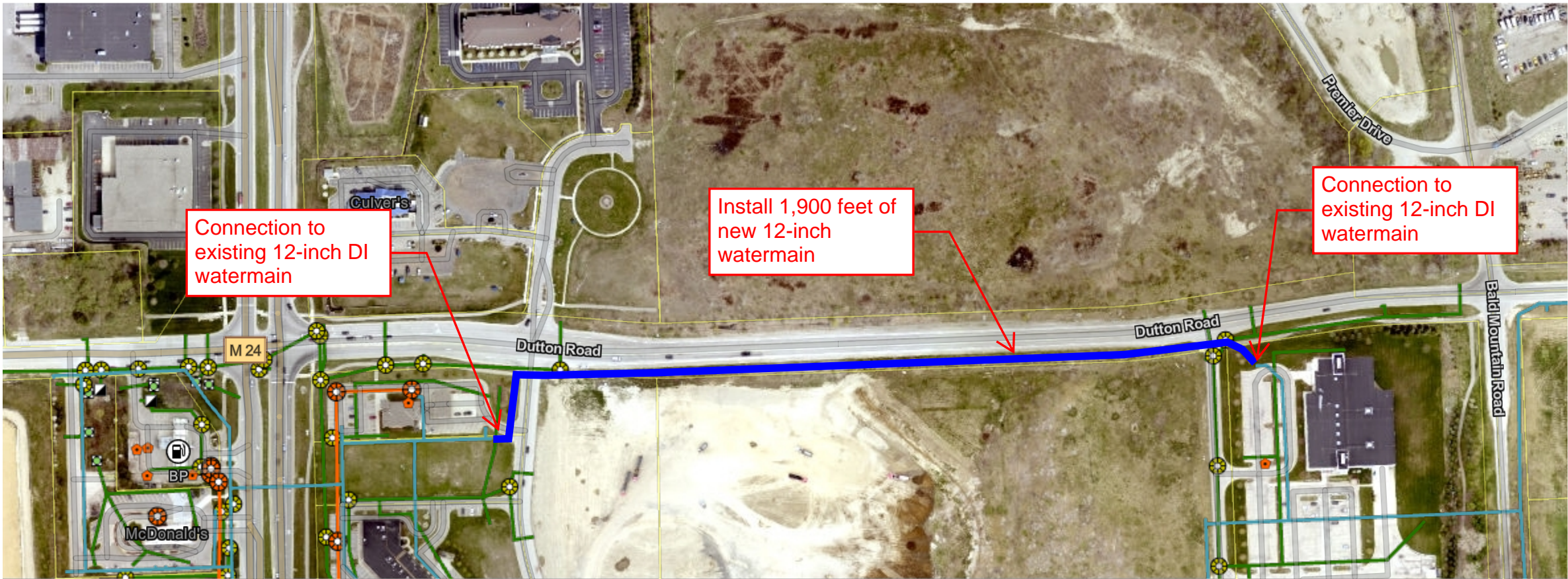
Accepted By: _____

Printed Name: _____

Title: _____

Date: _____

Auburn Hills GIS Utilities



0 0.05 0.1 mi

Source: Data provided by OHM Advisors and other entities depending on the community/subject matter. OHM Advisors does not warrant the accuracy of the data and/or the map. This document is intended to depict the approximate spatial location of the mapped features within the Community and all use is strictly at the user's own risk.

Coordinate System: WGS 1984 Web Mercator Auxiliary Sphere

Map Published: September 20, 2022



CITY OF AUBURN HILLS

CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 9D

CITY CLERK'S OFFICE

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Laura M. Pierce, City Clerk
Submitted: December 2, 2025
Subject: Motion – To approve the revisions to the City Council Rules of Order and Business.

INTRODUCTION AND HISTORY

Article I, Section 1 of the City Council Rules of Order and Business states:

“In accordance with the City Charter, the Rules of Order and Business of Council shall be placed on the agenda for review and adoption at the first meeting of Council following the seating of the newly elected Council Members. A copy of the rules adopted shall be distributed to each council member. The council may alter or amend its rules at any time by a vote of a majority of its members after notice has been given of the proposed alteration or amendment.”

The last time the Rules were amended was December, 2023. The following revisions have been recommended by staff:

Page 3, Article 1, Section 1

- Replaced “first” with “regular December” to update the language to coincide with current practice.

Page 13, Section 16 (b)

- Replaced “second” with “regular December” to update the language to coincide with current practice.
- Added “Only one City Council Member shall be appointed per Board/Commission.” to coincide with current practice.

STAFF RECOMMENDATION

Staff recommends approving the revisions as presented.

MOTION

Move to approve the revisions to the City Council Rules of Order and Business.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



AUBURN HILLS CITY COUNCIL RULES OF ORDER AND BUSINESS

RULES OF ORDER AND BUSINESS AS ADOPTED BY
CITY COUNCIL, IN ACCORDANCE WITH
SECTION 4.1 9 OF THE CITY CHARTER

Adopted June 7, 2010
Revised August 11, 2014
Revised January 11, 2016
Revised December 16, 2019
Revised December 6, 2021
Revised December 4, 2023
Revised December , 2025

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CITY COUNCIL RULES OF ORDER AND BUSINESS

PREAMBLE

In addition to the Rules delineated herein, City Council Members shall at all times conduct themselves and the business of the City in accordance with the provisions of the City Charter, the City Code and the laws of the State of Michigan. Rules established herein, not governed by State law or the City Code may be suspended at the discretion of the Mayor and a majority vote of City Council.

All meetings of the City Council shall be held in accordance with the Charter of the City of Auburn Hills, the City Code, the Open Meetings Act, the statutes of the State of Michigan and the *Rules of Order and Business* as herein adopted this 7th day of June, 2010; and as amended.

ARTICLE I: THE RULES

1. ADOPTION AND AMENDMENT OF RULES OF ORDER AND BUSINESS

In accordance with the City Charter, the *Rules of Order and Business* of Council shall be placed on the agenda for review and adoption at the **first regular December** meeting of Council following the seating of the newly elected Council Members. A copy of the rules adopted shall be distributed to each council member. The Council may alter or amend its rules at any time by a vote of a majority of its members after notice has been given of the proposed alteration or amendment. (*Charter: 4.19*)

2. SUSPENSION OF RULES

The *Rules of Order and Business* may be suspended for a specified portion of a meeting by an affirmative vote of two-thirds of the members present, except that Council actions shall conform to the City Charter, the Auburn Hills City Code and the statutes and Constitutions of the State of Michigan and the United States.

ARTICLE II: STANDARDS OF CONDUCT FOR CITY COUNCIL MEMBERS

1. PROHIBITED CONDUCT

The City of Auburn Hills does, hereby, establish and enforce the following standards of conduct for elected officials (public officials), in accordance with State Statute - §15.342, Sec. 2:

- (1) A public officer shall not divulge to an unauthorized person, confidential information acquired in the course of employment/service in advance of the time prescribed for its authorized release to the public.
- (2) A public officer shall not represent his or her personal opinion as that of an agency.
- (3) A public officer shall use personnel resources, property, and funds under the officer's official care and control judiciously and solely in accordance with prescribed constitutional, statutory, and regulatory procedures and not for personal gain or benefit.

- (4) A public officer shall not solicit or accept a gift or loan of money, goods, services, or other thing of value for the benefit of a person or organization, other than the state, which tends to influence the manner in which the public officer or another public officer performs official duties.
- (5) A public officer shall not engage in a business transaction in which the public officer may profit from his or her official position or authority or benefit financially from confidential information which the public officer has obtained or may obtain by reason of that position or authority. Instruction which is not done during regularly scheduled working hours except for annual leave or vacation time shall not be considered a business transaction pursuant to this subsection, if the Instructor does not have any direct dealing with or influence on the employing or contracting facility associated with his or her course of employment with this state.
- (6) Except as provided in section 2a, below, a public officer shall not engage in or accept employment or render services for private or public interest when that employment or service is incompatible or in conflict with the discharge of the officer official duties or when that employment may tend to impair independent judgment or action in the performance of official duties.
- (7) Except as provided in section 2a, below, a public officer shall not participate in the negotiation or execution of contracts, making of loans, granting of subsidies, fixing of rates, issuance of permits or certificates, or other regulation or supervision relating to a business entity in which the public officer has a financial or personal interest.

2. VOTING ON, MAKING, OR PARTICIPATING IN GOVERNMENTAL DECISIONS - §15.342, Sec. 2a

The City of Auburn Hills does, hereby, establish and enforce the following standards of conduct for elected officials (public officials), in accordance with State Statute - §15.342, Sec. 2a:

- (1) This act shall not in any manner amend or modify the terms of Act No. 317 of the Public Acts of 1968, being sections 15.321 to 15.330 of the Michigan Compiled Laws and Act No. 318 of the Public Acts of 1968, being sections 15.301 to 15.310 of the Michigan Compiled Laws.
- (2) This act is intended as a code of ethics for public officers and not as a rule of law for public contracts. A contract in respect to which a public officer or employee acts in violation of this act shall not be considered to be void or voidable, unless the contract is a violation of another statute which specifically provides for the remedy.
- (3) Subject to subsection (4), section 2(6) and (7) shall not apply and a public officer shall be permitted to vote on, make, or participate in making a governmental decision if all of the following occur:
 - (a) The requisite quorum necessary for official action on the governmental decision by the public entity to which the public officer has been elected or appointed is not available because the participation of the public officer in the official action would otherwise violate section 2(6) or (7).
 - (b) The public officer is not paid for working more than 25 hours per week for the City.
 - (c) The public officer promptly discloses any personal, contractual, financial, business, or employment interest they may have in the governmental decision and the disclosure is made part of the public record of the official action on the governmental decision.

- (4) If a governmental decision involves the awarding of a contract, section 2(6) and (7) shall not apply and a public officer shall be permitted to vote on, make, or participate in making the governmental decision if all of the following occur:
 - (a) All of the conditions of subsection (3) are fulfilled.
 - (b) The public officer will directly benefit from the contract in an amount less than \$250.00 or less than 5% of the public cost of the contract, whichever is less.
 - (c) The public officer files a sworn affidavit containing the information described in subdivision (b) with the legislative or governing body making the governmental decision.
 - (d) The affidavit required by subdivision (c) is made a part of the public record of the official action on the governmental decision.
- (5) As used in this section, “governmental decision” means a determination, action, vote, or disposition upon a motion, proposal, recommendation, resolution, ordinance, or measure on which a vote by the members of a legislative or governing body of a public entity is required and by which a public entity formulates or effectuates public policy.

3. CITY’S ETHICS POLICY

The City Council and its members shall at all times comply and act in accordance with City Policy Number 80-06, as amended, titled “Employee, City Council and City Boards and Commissions Ethics” and City Policy Number 150-01, as amended, entitled “Gifts and Gratuities”.

ARTICLE III: MEETINGS OF COUNCIL

1. OPEN MEETINGS ACT

All meetings of the City Council shall be conducted in accordance with, the Open Meetings Act and all notices required by the Act shall be given by the City. (*Open Meetings Act: Public Act 267 of 1976*)

2. PRESIDING OFFICER

The Mayor shall be executive officer of the City and shall preside at all its meetings. (*Charter Excerpt: 4.13*)

3. REGULAR MEETINGS and REQUIREMENTS

- (a) The Council shall, at its first meeting following each regular city election, elect one member to serve as mayor and one to serve as mayor pro tem by a majority vote of the Members elect. (*Charter: 4.12*)
- (b) The Council shall, at the first meeting in October, establish the annual meeting schedule and within 10 days of such action, public notice stating the dates, times and places of the regular monthly Council meetings shall be posted in the following locations:
 - i. The City’s cable television station
 - ii. The City’s website
 - iii. The Auburn Hills City Hall
 - iv. The newspaper of local circulation

- (c) As presently established, Regular Meetings of the City Council shall be held on the first and third Monday of each month, beginning at 7:00 p.m., in the Council Chamber at the Auburn Hills City Hall, 1827 N. Squirrel Road, Auburn Hills, Michigan, unless rescheduled by the Council or City Administration.
- (d) If the meeting schedule is changed, public notice shall be given within 3 days after the meeting at which the change is made. (*Open Meetings Act*)
- (e) All meetings of the Council shall be open to the public and the citizens shall have a reasonable opportunity to be heard, subject to these rules, at any such meeting on matters within the jurisdiction of the Council. (*Charter: 4.17*)
- (f) Public meetings are open to the media and may be recorded for radio, television and/or photographic services, provided that this will not interfere with the meeting process or audience access to such. (*Open Meetings Act*)

4. QUORUM

- (a) Four (4) Members of Council shall constitute a quorum for the transaction of business. However, no ordinance or resolution shall be adopted by less than four (4) affirmative votes. (*Charter: 4.19; 4.20*)
- (b) Council Members unable to attend a scheduled meeting shall, at the earliest convenience, notify the Mayor and either the City Clerk or the City Manager.
- (c) The seat of a Council Member with three (3) consecutive absences, without written notification to the Mayor, City Manager or City Clerk, is deemed vacant. (*Charter: 4:7*)

5. SPECIAL MEETINGS

- (a) A special meeting of the City Council may be called by the Clerk on the written request of the Mayor or any two (2) Members of the Council or the City Manager on eighteen (18) hours written notice to each Council member and the public, stating the purpose of such meeting and served personally or left at his/her usual place of residence by the Clerk or someone designated by the Clerk. (*Charter: 4.15*)
- (b) The Council shall conduct no business at any Special Meeting, the purpose and/or nature of which has not been stated in the required notice of such meeting. (*Charter: 4.15*)
- (c) The notice described above is not required for a meeting of the Council in emergency session in the event of a severe and imminent threat to the health, safety or welfare of the public when two-thirds of the Members of the Council determine that delay would be detrimental to the City's efforts in responding to the threat. (*Open Meetings Act*)

6. JOINT MEETINGS

The City Council may hold Joint Meetings with School Boards, Boards, Commissions, Committees, and municipal governments who share a community interest with the City of Auburn Hills. Such meetings shall be scheduled for a specific purpose or goal, agreed to by the Council and any other entity or entities before the meeting.

7. WORK/STUDY SESSIONS

Work/Study Sessions may be held upon the call of the Mayor, the City Manager or the Council, which sessions shall be open meetings that the public may attend. With appropriate notice to the Council Members and the public, the Council may convene a work/study session devoted exclusively to the exchange of information relating to municipal affairs. **It is preferred that votes not be taken at Work/Study Sessions, but under certain circumstances on any matters under discussion a vote may be taken. Certain circumstances include time sensitive matters that cannot wait until the next regular meeting.** No Council member shall enter into a formal commitment with another member regarding a vote to be taken subsequently.

8. EXECUTIVE (CLOSED) SESSION *(Open Meetings Act)*

- (a) Under a limited number of circumstances, Council may convene in Executive or Closed Session to discuss matters as permitted in the Open Meetings Act. The motion to move into Executive Session shall be made in the Open Meeting and shall include the reason for going behind closed doors. The motion requires a two-thirds (2/3) roll call vote of all Members elected and serving, except in the following instances, in which case only a two-thirds (2/3) majority of those present is required:
 - (i) To consider the dismissal, suspension, or disciplining of, to hear complaints or charges brought against or to consider the periodic personnel evaluation of a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing. A person requesting a closed hearing may rescind the request at any time, in which case the matter at issue shall be considered after the rescission only in open sessions.
 - (ii) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.
 - (iii) To consider the purchase or lease of real property up to the time an option to purchase or lease the property is obtained.
 - (iv) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.
 - (v) To review and consider the contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential. However, except as otherwise provided in this subdivision, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting pursuant to the Open Meetings Act.
 - (vi) To consider material exempt from discussion or disclosure by state or federal statute.
- (b) A separate set of minutes shall be taken by the clerk or the designated secretary of the public body at the closed session.
 - (i) These minutes shall be retained by the clerk of the public body, are not available to the public, and shall only be disclosed if required by a civil action filed under sections 10, 11, or 13 of the Open Meetings Act. These minutes must be approved in a regular meeting of Council and must be maintained for one (1) year and one (1) day after the date of approval.

9. THE MEETING AGENDA

(a) Agenda Preparation

The Agenda preparation process shall be established by the Mayor, City Manager and City Clerk and is set forth below:

- (i) Departments having business for Council consideration shall submit the item(s) on the approved Council Cover Memo by noon on the Wednesday prior to the meeting date.
- (ii) Staff shall name the completed Council Cover Memo so as to identify it by subject, ie *Name of Agenda Item* and save the document in the date-appropriate folder at:
O:\CITY COUNCIL PACKET\Meeting Date.
- (iii) All substantiating documents shall be saved in the above name folders so as to link them to the Cover Memo and to indicate the order in which the documents are to appear, ie *Name of Agenda Item.1, Name of Agenda Item.2, etc.*
- (iv) When all documentation has been saved in the Meeting Folder, email City Manager to advise that the Council Item has been placed in Council Packet Folder for review and approval. Send a copy of the email to the *Clerk's Office* Group email address.

(b) Order of Business shall be established by the Mayor, City Manager and City Clerk and unless altered by the same, shall appear on the Agenda as follows:

AGENDA FORMAT

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Council
4. Approval of Minutes
5. Appointments and Presentations
6. Public Comment – Time Limit of Three (3) Minutes
7. Consent Agenda
8. Unfinished Business
9. New Business
10. Council Comments and Motions
11. Attorney's Report
12. City Manager's Report
13. Executive Session – as needed
14. Adjournment

(c) After the meeting has been convened and in order to facilitate the meeting process, the Chair may amend the Agenda.

(d) The Consent Agenda, Agenda Item No. 7, is utilized to facilitate the business before Council. Routine administrative, noncontroversial items may be placed on the Consent Agenda to be heard and acted upon with one motion.

- (i) There is no separate discussion on an item unless so requested by a Council Member, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
- (ii) In that the Consent Agenda is prepared for the purpose of expediting the business before Council, it is understood that Council Members will make an effort to contact the City

Manager or Department Head(s) prior to the meeting to gain an understanding of the item in order to avoid having the item removed from the Consent Agenda.

- (iii) Items approved on the Consent Agenda shall appear individually, in standard format in the meeting minutes.

10. CONDUCT OF MEETINGS

- (a) No business shall be conducted without the presence of a quorum, except that the Mayor or two (2) Council Members may act to adjourn the meeting.
- (b) In the absence of the Mayor, the Mayor pro tem shall be the Chair, and in the pro tem's absence, the Council Member, in attendance, with the longest continuous service shall preside.
- (c) The Mayor shall speak and vote as any other member of the Council. (*Charter: 4.13*)
- (d) Every Council Member present, including the Mayor, is required to vote on all matters before the Council, except where such vote would create a conflict of interest. (*Charter: 4.19*)
- (e) A Council Member who requests to abstain shall be required to provide the reason(s) for such, which reason(s) shall be acceptable to a majority of the Council, as shown by a vote. (*Charter: 4.19*)
- (f) The Mayor shall seek the attorney's opinion if the existence of a conflict of interest claim be disputed.
- (g) Conflict of interest, as defined by law, shall be the sole reason a member may abstain from voting. The city attorney's opinion shall be binding on Council with respect to the existence of a conflict of interest.
- (h) Speakers shall address all remarks to the Chair.
- (i) During discussion or debate, no Council Member shall speak until recognized by the Chair.
- (j) Discussion shall be confined to the question at hand and shall only be interrupted by a point of order.
- (k) Any item on the Council agenda that has not been introduced by 11:00 p.m. on the evening of the meeting shall be continued to the next regular meeting as a carryover Item, unless City Council takes action to the contrary.
- (l) All cell phones shall be placed in silent mode before the meeting is called to order.

11. COUNCIL ACTION

- (a) The Chair shall introduce each Agenda Item.
- (b) Comments and questions shall be entertained by the Chair, with no Council Member speaking until acknowledged by the Chair. Each Council Member may, at the Chair's discretion, speak again after all other Members have had an opportunity to do so.
- (c) Following such, the Chair shall end discussion by calling for a motion.
 - (i) Wishing to close discussion or debate, the Chair shall call for the *Previous Question*.
- (d) Hearing such, the Chair shall call for a Second.
- (e) The Chair shall identify the motion maker and the second for entry into the official record.
- (f) The Chair shall ask for and entertain further discussion before calling for the vote. At the request of the Chair, the Clerk shall ascertain the vote of each Council Member by Roll Call vote.

- (g) In calling the Roll Call vote, the Clerk shall first call for the vote of the Motion Maker, followed by that of the Second. The Chair shall be called last. The remaining Council members shall be called in a random order.
- (h) Except for Emergency Ordinances and Amendments to Zoning Ordinance Text and the Zoning Map, no ordinance shall pass without having been introduced, advertised and heard at a public hearing, notice of which shall be published in a paper of local circulation, in accordance with pertinent regulations. (*Charter: 5.7*)
- (i) No ordinance or resolution shall be passed/adopted by less than four (4) affirmative votes. (*Charter: 4.20*)
- (j) Every attempt shall be made to use gender inclusive language in all resolutions and ordinances that are presented to, considered by and adopted by the Auburn Hills City Council.
- (k) Remarks made under *Council Comments and Motions* shall be limited to announcements, acknowledgments, concerns, inquiries, and matters introduced so as to determine the interest of and/or seek consensus, in the form of a motion, from Council for the purpose of engaging or directing Staff with regard to such matters.
- (l) The following motions are germane to Council processes and procedures and are to be used as appropriate. (*ROBERT'S RULES OF ORDER/NEWLY REVISED*)

- (i) Withdrawal of a Motion

A motion may be withdrawn or amended by its maker, until the motion has received a second. If the mover wishes to withdraw the motion after it has received a second, the mover shall ask the second for permission to withdraw and, receiving such, shall seek consensus of the Council. If consensus cannot be reached, any member may make a motion allowing withdrawal. Upon receiving a second, the withdrawal may be voted upon. The motion requires a two-thirds vote (2/3 of the votes cast).

- (ii) Reconsider

A motion to reconsider can be made only on the day the vote to be reconsidered was taken or at the next City Council meeting. The motion must be made by one who voted with the prevailing side. Any member may second it. It can be made while any other question is pending, even if another member has the floor, or after the vote to adjourn, unless the chair has declared the assembly adjourned.

- (iii) Rescind a Vote

Council may rescind a vote at any time, except for those specifically noted below. The vote to do so requires a majority of the Council Members present, if prior notice has been given. If prior notice has not been given, the vote to rescind shall require a 2/3 vote (2/3 of the votes cast).

- Something has been done as a result of that vote that the Council cannot undo
- The vote was of a contractual nature and the other party has already been informed
- The vote resulted in a resignation, election, expulsion, membership, or office and the affected party has been notified of such

- (iv) Table

The object of this motion is to lay aside the item, in order to attend to more urgent business. The tabled item can be removed from the table and acted on at any time later in the meeting, as if it were a new question.

(v) Postpone to a Date Certain

The item is postponed until a specific date.

(vi) Postpone Indefinitely

The object of this motion is really not to postpone, but to reject, the main motion. It is made by those who oppose the motion and are in doubt as to their being in the majority. If the indefinite postponement is carried, the main question is suppressed; if the motion to postpone indefinitely fails, the vote is called on the main motion.

12. AUDIENCE

The purpose of the Public Comment portion of a City Council meeting is to allow individuals to express their opinions and/or share their comments with the City Council and not necessarily to engage the City Council in a dialogue. Public Comment is not intended to have individuals present formal presentations on a particular issue, but is instead for the purpose of individuals expressing their opinions and sharing their comments on an issue.

- (a) All cell phones and other forms of electronic media that may cause noise and/or distraction shall be in silent mode before the meeting is called to order.
- (b) No Council Member shall engage the speaker in debate, nor make a promise of resolution. The Chair shall direct the issue to the City Manager who shall attend to the matter or assign such to the appropriate staff member(s) for follow-up.
- (c) *Speaker Cards* shall be provided at all meetings of Council. Attendees who wish to address Council are encouraged to complete the *Speaker Card*, upon which they can indicate the nature of their address. Participants will be recognized by the Chair at the appropriate time and will have an opportunity to speak one (1) time for up to three (3) minutes.
- (d) Persons wishing to address Council shall approach the podium and wait to be recognized by the Chair.
- (e) In instances where numerous participants wish to speak on one issue, whether a regular agenda item, a public hearing or under public comment, the Chair, with a majority vote of Council, may limit the time and/or number of speakers.
- (f) Disruptive, disorderly or noncompliant persons shall be called to order by the Chair, and those failing to comply shall forfeit the right to speak. Should such action breach the peaceful conduct of the meeting, the Mayor may request the offender be escorted from the building by a law enforcement official.

13. PUBLIC HEARINGS

- (a) Each Public Hearing shall be conducted in conjunction with its item of business and in the order the item appears on the agenda.
- (b) The Chair shall introduce the item of business and the presenting City staff member.
- (c) The Chair shall continue to preside and shall maintain the order of the public hearing.
- (d) The staff member shall present item of business from the City's perspective, and introduce applicant.
- (e) The applicant shall provide detailed information in a manner sufficient for public understanding and Council action.

- (f) At the conclusion of applicant's presentation, Chair shall call for questions and comments from Council.
- (g) Closing Council comments, the Chair shall cite the time and open the public hearing, which shall be made part of the official record of the meeting.
- (h) Persons wishing to speak during the public hearing shall do so from the podium and shall speak one (1) time for a period of up to three (3) minutes.
- (i) Groups or organizations shall select a spokesperson to represent them at the podium.

14. ROBERTS RULES OF ORDER

The Open Meetings Act and these Auburn Hills City Council Rules of Order and Business shall govern the conducting of City Council meetings, however, to the extent that the Open Meetings Act and this Auburn Hills City Council Rules of Order and Business do not address a particular matter than the most recent edition of Robert's Rules of Order shall apply to and govern that matter.

15. MINUTES

- (a) Council shall keep minutes of each meeting, which shall be prepared in accordance with Robert's Rules of Order/Newly Revised. Corrections to the minutes shall be made no later than the next meeting after the meeting to which the minutes refer. Corrected minutes shall be available no later than the next subsequent meeting after correction. The corrected minutes shall show both the original entry and the correction. (*Open Meetings Act*)
- (b) A synopsis of Council action shall be prepared and available on the day following the meeting.
- (c) Proposed minutes shall be available for public inspection not more than 8 business days after the meeting to which the minutes refer. (*Open Meetings Act*)
- (d) Approved minutes shall be available for public inspection not later than 5 business days after the meeting at which the minutes are approved by the public body. (*Open Meetings Act*)
- (e) The minutes shall be a record of Council action, only. If so requested by a Council Member, relevant comment will be made part of the record. (*Charter: 6.3*)
- (f) The minutes shall be signed by the Mayor and the Clerk. (*Charter: 4.19*)
- (g) A copy of the minutes of each regular or special Council meeting shall be published within twenty (20) days after passage thereof. A synopsis of such minutes showing the substance of each separate proceeding of the Council shall suffice for publication. (*Charter: 4.22*)
- (h) Meetings of Council shall be tape recorded or videotaped. The tapes are maintained by the Clerk's Office only until the minutes have been approved by the Council, but a copy is then kept electronically for viewing on streaming video or cable by the IT Staff for not less than one year.

16. ADVISORY COMMITTEES OR BOARDS

- (a) The Mayor or City Manager with the advice and consent of the City Council may, from time to time, appoint such committees or boards as are deemed appropriate to advise and consult with them, and with appropriate departments, regarding any municipal activity. Such committees or boards shall be advisory, serve temporarily and without compensation unless otherwise provided by the City Council.

- (b) At the second regular December meeting following the local election, the Mayor shall appoint City Council Members to the various representative positions on Boards/Commissions. Only one City Council Member shall be appointed per Board/Commission.
- (c) Council Members shall serve in the appointed positions until the second regular December meeting following the next local election.

17. EXPENSES: OUT-OF-TOWN TRAVEL - CITY BUSINESS

Conferences/seminars germane to City business or municipal matters that are of interest to members of Council shall be considered during budget preparation. The approved budget shall be equitably allocated to each Member, limiting the number of conferences/seminars a member may attend to the cost thereof. Unencumbered funds may be used for additional opportunities subject to Council approval. Covered costs shall include registration, accommodations, travel and meals not provided in the cost of registration.

A public officer or employee shall use personnel resources, property, and funds under the officer or employee's official care and control judiciously and solely in accordance with prescribed constitutional, statutory, and regulatory procedures and not for personal gain or benefit.

Eugene Hawkins, III, Mayor

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 8, 2025

AGENDA ITEM NO 13A

14. CLOSED SESSION

No Electronic Information Available

MOTION

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

Ten Oakland County schools earn extra funding for hiring teachers and administrators



Avondale top the list of Oakland County schools that will be receiving new funding from the Michigan Department of Education. photo by Matt Fahr Media News Group

By [Matthew Fahr](#) | mfahr@medianewsgroup.com | The Oakland Press

PUBLISHED: November 25, 2025 at 3:15 PM EST

The Michigan Department of Education has awarded nearly \$12.1 million to 121 districts to provide support to new teachers, school administrators, and school counselors.

Local districts may use these funds for stipends and training for mentors of teachers, school counselors, and administrators; books, materials, and other professional learning resources to support onboarding; and staffing costs to cover time spent dedicated to mentoring and onboarding.

"Michigan has made great progress in addressing its teacher shortage," said Interim State Superintendent Sue Carnell. "As new educators enter the profession, we must make sure they have the support they need to help students learn. Mentoring and induction programs help to improve student achievement and teacher retention."

Oakland County districts earning funding are:

Avondale
Clarenceville
Clawson
Ferndale
Oxford
PACE Academy, Southfield
Novi
Royal Oak
Troy
Waterford

Enrollment in state teacher preparation programs offered by universities, colleges, or alternative route teacher certification providers increased by 87% from the 2016-17 to 2023-24, with 9,512 students in 2016-17 and 17,780 in 2023-24. That rebound came after enrollment in teacher preparation programs had decreased by 59% from 2011-12 to 2016-17, with 23,203 students in 2011-12 and 9,512 in 2016-17.

Powered up: OU's president house is first in state to be fully solar powered



Oakland University president Dr. Ora Hirsch Pescovitz is photographed in front of a portion of the 100 kilowatt solar panel array in the yard of her home in Rochester, Mich. on November 24, 2025. Sunset Terrace, the retirement home of Matilda Dodge Wilson built in 1953, is now completely powered by a 100 kilowatt array of solar panels. (Robin Buckson, The Detroit News)

By MediaNews Group

PUBLISHED: November 29, 2025 at 11:29 AM EST | UPDATED: November 30, 2025 at 10:45 AM EST

Max Bryan, mbryan@detroitnews.com

In its push to lead Michigan's higher education community in renewable energy, Oakland University has achieved a first in the state — and possibly, the country.

Three rows of solar panels with the OU logo on the front now sit outside near Sunset Terrace, President Ora Pescovitz's campus home. Installed late last year and activated this year, the panels generate enough power to make the house the first building on campus to be fully solar powered. University officials believe it is the first university president's house in Michigan, and possibly the country, to be fully solar powered.

The installation of the panels is part of Oakland University's effort to reach a net-zero carbon footprint by 2050, said Rafi Bayraktarian, the college's director of engineering.



The campus home of Oakland University president Dr. Ora Hirsch Pescovitz is the first building on campus to run completely on green energy in Rochester, Mich. on Nov. 24, 2025. Sunset Terrace, the retirement home of Matilda Dodge Wilson built in 1953, is now completely powered by a 100 kilowatt array of solar panels. (Robin Buckson, The Detroit News)

"We'd like to reduce our carbon footprint as soon as we can, and we're very aggressive about it. And I thought it would be important for me to serve as a good role model and an example," said Pescovitz. "I live here, and this building is historic."

Built in 1953, Sunset Terrace is the 11,400-square-foot former Rochester retirement home of auto heiress Matilda Dodge Wilson and her second husband Alfred. After OU was founded in 1957, it eventually became the university president's home.

A series of floor-to-ceiling windows in Sunset Terrace's living room now provides a view of the solar panels.

"What's fantastic about this idea is that we are merging the old — it's one of the oldest buildings on our campus — and something new," Pescovitz said. "The concept that we're making something fully sustainable is something I'm very proud of."

The house isn't the first building on campus to have solar panels. Pescovitz said the university's human health building also has them on the roof. But it is the first to run entirely on solar, with a generator on site only as a backup.



Three rows of solar panels power the home of Oakland University president Dr. Ora Hirsch Pescovitz on campus in Rochester, Mich. on Nov. 24, 2025. Sunset Terrace, the retirement home of Matilda Dodge Wilson built in 1953, is now completely powered by this 100 kilowatt array of solar panels. (Robin Buckson, The Detroit News)

Bayrakdarian, the engineering director, said Sunset Terrace made sense to be the first campus building that's entirely solar powered because its HVAC systems were converted from natural gas to electric heat pumps three years ago.

"With this building, all the steps were already done, so all we needed was the last push," he said.

The university began the push for solar power at Sunset Terrace in January 2024, when it requested proposals for the work. The project was designed and installed in the second half of 2024 and connected to the electrical grid in January, according to Bayrakdarian.

The project cost more than \$300,000, which is expected to be reduced to \$220,000 after a \$95,000 federal energy investment tax credit from the Inflation Reduction Act passed in 2022.

It will save the university an estimated \$16,000 annually, the university says.



From left, Oakland University director of engineering and energy Rafi Bayrakdarian and OU president Dr. Ora Hirsch Pescovitz talk about the solar panel array that powers the president's home on campus in Rochester, Mich. on Nov. 24, 2025. (Robin Buckson, The Detroit News)

The solar panels generate 112,000 kilowatt-hours of electricity each year, which is enough to supply all of the home's energy needs. The panels save roughly 80 metric tons of carbon dioxide each year, according to the university.

Pescovitz, who has been OU's president since 2017, said she didn't even notice when her home became solar-powered.

"I couldn't believe it myself, actually, that it was completely powering the house," she said.

Pescovitz pointed out that the solar panels provide energy for other green initiatives within Sunset Terrace as well: her partner is able to charge his electric vehicle through the house without any issues.

Beyond the benefits of green energy, Pescovitz said she wanted to communicate to her students that OU takes environmental protection seriously. She said students "care a great deal" about the environment, and that the Sunset Terrace project relays to them the university's goal to eliminate its carbon footprint.

Pescovitz added that Sunset Terrace is “not the last” building on campus that will be fully solar-powered.



University president Dr. Ora Hirsch Pescovitz talks about converting to green energy to power her home on campus in Rochester, Mich. on Nov. 24, 2025. (Robin Buckson, The Detroit News)

“It’s our goal to continue to be that kind of a university,” she said.

To create a net-zero carbon footprint, university officials say they’re currently in the “optimization” phase, which will run through 2030. It includes installing a combustion air cooling system to increase turbine output during the summer months and replacing old hot water generators with two high-efficiency units. The university plans to install 5,000 kilowatts of solar generation from 2030-2040 and an additional 5,000 from 2040-2050.

“Our goal is to make every project — big or small — contribute to a cleaner, more efficient campus,” Bayrakdarian said in a university news release. “Sunset Terrace is just one more example of how we’re turning our sustainability goals into tangible results.