



AUBURN HILLS MEETING SCHEDULE  
248-370-9402 | WWW.AUBURNHILLS.ORG

## FEBRUARY 2026

DAY	TITLE	TIME	LOCATION
2	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
2	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
4	Planning Commission	6:30 PM	Administrative Conference Room 1827 N. Squirrel Road
9	Downtown Development Authority Informational Meeting & Business Meeting to follow immediately	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
9	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
10	Tax Increment Finance Authority	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
12	<del>Zoning Board of Appeals</del>	<del>6:30 PM</del>	<b>CANCELLED</b>
16	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
17	Brownfield Redevelopment Authority	6:00 PM	Administrative Conference Room 1827 N. Squirrel Road
24	Public Safety Advisory Committee	5:00 PM	Public Safety Building 1899 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.**



## AUBURN HILLS MEETING SCHEDULE

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### MARCH 2026

DAY	TITLE	TIME	LOCATION
2	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
2	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
3	Board of Review Organizational Meeting	9:00 AM	Administrative Conference Room 1827 N. Squirrel Road
4	Planning Commission	7:00 PM	Council Conference Room 1827 N. Squirrel Road
9	Board of Review	9:00 AM	Administrative Conference Room 1827 N. Squirrel Road
9	Downtown Development Authority	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
9	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
10	Board of Review	2:00 PM	Administrative Conference Room 1827 N. Squirrel Road
10	Tax Increment Finance Authority	5:30 PM	Council Chamber 1827 N. Squirrel Road
11	Pension Board	3:00 PM	Administrative Conference Room 1827 N. Squirrel Road
11	Retiree Health Care	Immediately following the Pension Board meeting	Administrative Conference Room 1827 N. Squirrel Road
12	Zoning Board of Appeals	6:30 PM	Council Chamber 1827 N. Squirrel Road
16	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
17	Brownfield Redevelopment Authority	6:00PM	Administrative Conference Room 1827 N. Squirrel Road

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**CITY OF AUBURN HILLS**  
**MONDAY, FEBRUARY 2, 2026**

**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](http://www.auburnhills.org)

Workshop Topic: Roads Division / Bringing Local Road Improvements In-house

**1. MEETING CALLED TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL OF COUNCIL**

**4. APPROVAL OF MINUTES**

4a. City Council Regular Meeting Minutes, January 19, 2026

**5. APPOINTMENTS AND PRESENTATIONS**

5a. Motion - To confirm the appointment of Elaine Evans to the Public Safety Advisory Committee for a term ending November 20, 2027.

5b. Motion - To confirm the reappointment of Jay Boelter to the Public Safety Advisory Committee for a term ending November 20, 2027.

5c. Motion – To confirm the reappointment of Donearl Johnson to the Public Safety Advisory Committee for a term ending November 20, 2027.

5d. Motion – To confirm the reappointment of Gail Cartwright to the Public Safety Advisory Committee for a term ending November 20, 2027.

**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. Zoning Board of Appeals, January 15, 2026

7b. Motion – To reappoint Yeo & Yeo, PC as the independent financial and compliance auditors.

7c. Motion – To approve the Oakland County P25 Simulcast System (Public Safety Radio System) Interlocal Agreement.

7d. Motion – To approve the purchase of two Tahoe PPVs to replace two police vehicles.

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

9a. Motion – To approve design services for Cross Creek & Squirrel HAWK Crossing.

**10. COMMENTS AND MOTIONS FROM COUNCIL**

**11. CITY ATTORNEY REPORT**

**12. CITY MANAGER REPORT**

**13. ADJOURNMENT**

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.**



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: FEBRUARY 2, 2026

AGENDA ITEM NO 4A

CITY COUNCIL



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

JANUARY 19, 2026

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

**PLEDGE OF ALLEGIANCE:**

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

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

Absent: None

Also Present: City Manager Tanghe, Asst City Manager Skopek, City Attorney Kelly, City Clerk Pierce, Chief of Police Gagnon, Fire Chief Robinson, Public Works Director Baldante, Mgr of Fleet & Roads Hefner, Dir of Community Development Cohen, Commercial-Industrial Appraiser Griffin, Dir of Senior Services Monroy Krieg, Senior Services Program Coordinator Kilian, IT Manager Green, Asst to the City Manager Hagge, Engineer Driesenga

6 Guests

#### 4. APPROVAL OF MINUTES

4a. City Council Workshop Minutes, January 5, 2026

Moved by Knight, Seconded by Ferguson.

**RESOLVED:** To approve the City Council Workshop Minutes of January 5, 2026.

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

No: None

**Resolution No. 26.01.006**

**Motion Carried (7 - 0)**

4b. City Council Regular Meeting Minutes, January 5, 2026

Moved by Knight, Seconded by Moniz.

**RESOLVED:** To approve the City Council Regular Meeting Minutes of January 5, 2026.

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

No: None

**Resolution No. 26.01.007**

**Motion Carried (7 - 0)**

**5. APPOINTMENTS AND PRESENTATIONS**

5a. Motion – To confirm the appointment of Michael Long to the Tax Increment Finance Authority.

Mr. Michael Long introduced himself and shared that he is pleased to accept the position on the Tax Increment Finance Authority.

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

**RESOLVED: To confirm the appointment of Michael Long to the Tax Increment Finance Authority for a term ending February 28, 2029.**

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

**No: None**

**Resolution No. 26.01.008**

**Motion Carried (7 - 0)**

5b. Introduction of Tess Kilian, Senior Services Program Coordinator.

Ms. Monroy Krieg introduced the new Senior Services Program Coordinator.

**6. PUBLIC COMMENT**

Anthony Barash of 290 Jotham Ave. spoke on the topic of a Youth Leadership Commission.

**7. CONSENT AGENDA**

7a. Board and Commission Minutes

7a1. Tax Increment Finance Authority Informational Meeting, December 17, 2025

7a2. Tax Increment Finance Authority, December 17, 2025

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

7b. Motion – To allow the Public Works Director or City Manager to execute a purchase agreement for 0.54 acres of forested wetland credits as part of the Riverwalk Pathway Project.

**RESOLVED: To allow the Public Works Director or City Manager to execute a Wetland Mitigation Sales Agreement with 72nd Ave Farm, LLC for the purchase of wetland mitigation credits needed to obtain the permit from EGLE for the Riverwalk Pathway Project subject to funding approval from the TIFA Board.**

7c. Motion – To authorize the purchase of an annual VMware licensing and support subscription.

**RESOLVED: To approve the purchase of an annual VMware license and support subscription from CDW Government, 75 Remittance Drive, Suite 1515, Chicago, IL under MiDeal contract number 071B6600110. Total costs shall not exceed \$58,707.20. Further, authorize a budget amendment to increase appropriations in the 2026 General Fund MIS Department budget by \$27,708.**

7d. Motion – To amend the General Fund Assessing Budget.

**RESOLVED: To amend the General Fund Assessing department budget increasing appropriations \$1,200.**

7e. Motion – To approve the purchase of 139 water meters for the Meter Maintenance Program and new builds.

**RESOLVED: To approve the purchase of 139 water meters from Everett J Prescott and Ferguson Enterprises in the amount of \$106,322.24.**

7f. Motion – To approve the upfit of a 2026 Ford Cab & Chassis.

**RESOLVED: To amend the fleet vehicle account by \$47,730.00 and approve the purchase of the Ford 600 Cab & Chassis upfit by Truck & Trailer Specialties, Inc. of Howell, Michigan through the Rochester Hills contract RFP-RH-20-023 in the amount of \$126,125.00.**

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

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

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

**No: None**

**Resolution No. 26.01.009**

**Motion Carried (7 - 0)**

## **8. UNFINISHED BUSINESS**

### **9. NEW BUSINESS**

9a. Motion – To approve design services for the 2026 Civic Campus Improvements.

Mr. Hefner proposed the Civic Campus Improvements which are included in the Department of Public Works Capital Improvement Plan for 2026. The design and construction of the new fueling island will be for City fleet vehicles to aid in reducing service interruptions caused by refueling off site. The project will also include reconstruction of Seyburn Drive, rehabilitation of the Community Center and Library Parking Lots and the installation of a new water main loop along Seyburn to service the new fuel island.

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

**RESOLVED: To approve the OHM Advisors engineering services scope for the 2026 Civic Campus Improvements including the Fuel Island, Seyburn Drive, & Parking Lots in the not to exceed amount of \$185,000, material testing to G2 Consulting in the estimated amount of \$15,000, and Fuel Island Design to Oscar W Larson in the amount of \$64,546.30 totaling \$264,546.30. Funding will be provided from the accounts as broken down in the body of the memo and are pending approval from the TIFA board.**

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

**No: None**

**Resolution No. 26.01.010**

**Motion Carried (7 - 0)**

## **10. COMMENTS AND MOTIONS FROM COUNCIL**

Mr. Knight gave great praise for the MLK Day celebration that took place. He also thanked DPW for the work on the roads during this winter.

Mr. Moniz sought clarification on the use at the former YMCA location. It was explained that it is in the process of becoming the headquarters for a convenient store vending service. He also shared that residents by the Bald Mountain and Pinecrest areas were without power and sought clarification on the situation. Mr. Baldente stated that they are looking into it and will correct any problems.

Dr. Fletcher praised Ms. Monroy Krieg for the organization and presentation at the MLK Day event. She also commented on the traffic light at Shimmons and is eager for the installation to take place in the Spring.

Mr. Ferguson, Mr. Marzolf and Mayor Hawkins commented on the excellent work that is taking place by clearing the snow off the roads and the MLK Day event including the blanket project.

**11. CITY ATTORNEY REPORT**

**12. CITY MANAGER REPORT**

**13. CLOSED SESSION**

13a. Motion – 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.

**Moved by Ferguson, 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. 26.01.011**

**Motion Carried (7 - 0)**

The meeting was recessed to closed session at 7:32 PM.

The meeting reconvened in open session at 8:17 PM.

**Moved by Verbeke, Seconded by Knight.**

**RESOLVED:** To authorize the city attorney to execute the consent judgment in the case of OYK Five Points, LLC, and the City of Auburn Hills, Case No. 25-215041-AA, under the terms and conditions of the document presented to City Council on January 19, 2026.

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

No: None

**Resolution No. 26.01.012**

**Motion Carried (7 - 0)**

**14. ADJOURNMENT**

**Moved by Verbeke, Seconded by Moniz**

**RESOLVED:** To adjourn the meeting.

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

No: None

**Resolution No. 26.01.013**

**Motion Carried (7 - 0)**

The meeting adjourned at 8:19 PM.

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Eugene Hawkins III, Mayor

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Laura M. Pierce, City Clerk



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

**MEETING DATE: FEBRUARY 2, 2026**

**AGENDA ITEM NO 5A-5D**

**POLICE DEPARTMENT**

**To:** City Council  
**From:** Eugene Hawkins III, Mayor; Ryan Gagnon, Chief of Police; Trevin Robinson, Fire Chief  
**Submitted:** January 27, 2026  
**Subject:** Motion – To confirm the appointment of Elaine Evans and the reappointments of Jay Boelter, Donearl Johnson, and Gail Cartwright to the Public Safety Advisory Committee

### **INTRODUCTION AND HISTORY**

Please consider confirming the following appointment to fulfill a two-year term.

<b>Name</b>	<b>Board</b>	<b>Term Ending Date</b>
Elaine Evans	Public Safety Advisory Committee	November 20, 2027

After consulting with Chief Gagnon and Chief Robinson, I recommend Elaine Evans be appointed to the Public Safety Advisory Committee. Ms. Evans is a long-time resident of Auburn Hills. She holds a Bachelor of Arts degree in Organizational Management and a Master of Arts degree in Administration, along with more than 30 years of leadership experience in the corporate environment. Based on my many years of service on the Public Safety Advisory Committee, I look forward to Ms. Evans's contributions on the committee.

Also, please consider confirming the following reappointments to fulfill two-year terms.

<b>Name</b>	<b>Board</b>	<b>Term Ending Date</b>
Jay Boelter	Public Safety Advisory Committee	November 20, 2027
Donearl Johnson	Public Safety Advisory Committee	November 20, 2027
Gail Cartwright	Public Safety Advisory Committee	November 20, 2027

### **STAFF RECOMMENDATION**

Mr. Boelter has served on the committee since 2010, Mr. Johnson since 2015, and Ms. Cartwright since 2022. I have consulted with staff who have recommended the reappointments of these members and confirmed with the appointees their willingness to continue to serve on the committee.

### **MOTION**

**Move to confirm the appointment of Elaine Evans to the Public Safety Advisory Committee for a term ending November 20, 2027.**

**Move to confirm the reappointment of Jay Boelter to the Public Safety Advisory Committee for a term ending November 20, 2027.**

**Move to confirm the reappointment of Donearl Johnson to the Public Safety Advisory Committee for a term ending November 20, 2027.**

**Move to confirm the reappointment of Gail Cartwright to the Public Safety Advisory Committee for a term ending November 20, 2027.**



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

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[www.auburnhills.org/cityboards](http://www.auburnhills.org/cityboards)

**APPLICATION FOR APPOINTMENT TO  
BOARDS AND COMMISSIONS**

NAME: Evans Elaine Maruie  
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 2523 Patrick Henry St. Auburn Hills 48326 248 904-8802  
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: eevans@auburnhills.org or eevans1784@comcast.net

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 46 Years ARE YOU A U.S. CITIZEN: Yes

DO YOU WORK IN AUBURN HILLS? Yes LENGTH OF TIME EMPLOYED IN AUBURN HILLS: 2 years

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

Community Center 3350 Seyburn 248 904-8802  
(Business Name) (Number/Street) (Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: Public Safety Advisory Board

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

(Attach additional sheet if necessary)

See Attached

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

(Attach additional sheet if necessary)

See attached

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.

Elaine Maruie 1/14/26  
(Signature) (Date)

November 19, 2025

To: Who It May Concern

From: Elaine M. Evans

Greetings,

My name is Elaine M. Evans, and I am interested in serving on the Public Safety Advisory Committee. I hold a BA in Organizational Management and an MA in Administration, supported by more than 30 years of leadership experience with major organizations, including AT&T, Comcast, Blue Cross Blue Shield of Michigan, and Meijer. Throughout my career, I have developed strong expertise in team leadership, organizational efficiency, conflict resolution, and problem-solving.

I am known for fostering collaborative, high-performing teams and creating positive work environments where communication and cooperation thrive. My organizational skills allow me to manage multiple priorities effectively, streamline processes, and support operational excellence. I am skilled in navigating and resolving conflicts with professionalism and empathy, ensuring productive outcomes for both employees and the organization.

As an enthusiastic and motivated leader, I bring energy, commitment, and a solution-focused mindset to every role. I am dedicated to driving results, supporting team growth, and contributing to the overall success of the organization.

As a longtime Auburn Hills resident, I am deeply invested in the well-being of our community. I am interested in serving the city I call home by applying to be a part of the Public Safety Advisory Committee, where I hope to contribute my experience, leadership, and passion for community service.

Regards,

Elaine M. Evans

November 19, 2025

To: Who It May Concern

From: Elaine M. Evans

Greetings,

My name is Elaine M. Evans, and I am interested in serving on the Public Safety Advisory Committee. I was a member of Jack & Jill of America, North Oakland Macomb Chapter for **10** years. During my tenure, I served as a dedicated Board member and held multiple leadership roles, including Program Director for multiple terms **and** Secretary. These roles strengthened my skills in planning, organization, communication, and community engagement.

I am also currently an Election Inspector for the City of Troy, a position I have proudly served in since 2016. This role has enhanced my attention to detail, understanding of municipal processes, and commitment to fair and accurate public service.

Regards,

Elaine M. Evans



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[www.auburnhills.org/cityboards](http://www.auburnhills.org/cityboards)

**APPLICATION FOR APPOINTMENT TO  
BOARDS AND COMMISSIONS**

NAME: Boelter Jay P.  
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 703 Nichols Rd. Auburn Hills 248-678-7376  
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: jayboelter1961@gmail.com

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 51 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: PSAC

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

My 10 years of service on PSAC  
member of the FFA Master's of Michigan

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.

Jay P. Boelter 01-20-2025  
(Signature) (Date)



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**APPLICATION FOR APPOINTMENT TO  
BOARDS AND COMMISSIONS**

NAME: Johnson Donearl L  
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 641 S. Briarvale Dr. Auburn Hills/48326 248.935.6306  
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: donearl@lifechurchauburnhills.org

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 13 Yrs ARE YOU A U.S. CITIZEN: Yes

DO YOU WORK IN AUBURN HILLS? Yes LENGTH OF TIME EMPLOYED IN AUBURN HILLS: 7 Years

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

Life Church Auburn Hills 3456 Primary St. 248-934-0759  
(Business Name) (Number/Street) (Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: AH - Public Safety Advisory Committee

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

(Attach additional sheet if necessary)

I have had the privilege of serving on the Auburn Hills Public Safety Advisory Committee since 2015, and during that time I have remained deeply committed to supporting policies and conversations that strengthen public safety, trust, and community collaboration. I also had the distinct honor of serving in the United States Navy for eight years, where I was awarded three Navy Achievement Medals for extraordinary service. My military experience shaped my understanding of discipline, accountability, and mission-focused leadership, while also requiring me to work effectively with individuals from diverse backgrounds. That environment reinforced the importance of unity, clear communication, and mutual respect in accomplishing shared goals. In addition to my military service, I bring a strong passion for education, excellence, and community engagement. Through my professional and civic involvement, I have developed skills as an effective communicator who values listening, collaboration, and relationship-building. I am committed to promoting the safety, well-being, and dignity of all members of the Auburn Hills community.

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

(Attach additional sheet if necessary)

Please see additional sheet.

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

(Signature)

1/29/26

(Date)

## Application for Appointment to Boards and Commissions - Addendum

Donearl Johnson

### Cont. List Any Civic/Community Activities That You Are Involved In:

1. **Educational Collaboration & Community Engagement** — Former elected Trustee of the Avondale School District (2016–2020). I continue to collaborate with school administration and community partners to support parent engagement, student enrichment, and enhanced educational opportunities.
2. **Calling All Dads Initiative** — Founder and leader of a fatherhood development program focused on encouraging and equipping men to be actively involved in their homes, communities, and beyond.
3. **Life Church Auburn Hills** — Lead Pastor, providing spiritual leadership while promoting service, civic responsibility, and community involvement.
4. **Community Education & Youth Development Initiatives** — Actively involved in parent empowerment workshops, after-school enrichment programs, literacy initiatives, and youth development efforts designed to strengthen families and support academic success.
5. **City of Auburn Hills Public Safety Involvement** — Serve as a Chaplain for the Auburn Hills Police Department and as a member of the Public Safety Advisory Committee (PSAC).



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**APPLICATION FOR APPOINTMENT TO  
BOARDS AND COMMISSIONS**

NAME: Cartwright Gail D  
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 31 N. Squirrel Road Auburn Hills 483p26 248-515-9564  
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: gailcartwright@comcast.net

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 29 Years ARE YOU A U.S. CITIZEN: Yes

DO YOU WORK IN AUBURN HILLS? Yes LENGTH OF TIME EMPLOYED IN AUBURN HILLS: 12 Years

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

City of Auburn Hills 1827 N. Squirrel 248-370-9400  
(Business Name) (Number/Street) (Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: Public Safety Advisory Cmte

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

- Served as front desk volunteer at the AHPD from 2012 to 2021
- Served as volunteer coordinator and member of the AHPD VIPS program from 2018 to present
- Completed Auburn Hills Citizens Police Academy in 2013 and 2019
- Completed CERT (Community Emergency Response Team) training in 2023

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

- Served on on the Auburn Hills SHARP (Senior Home Assistance Repair Program) program from 2016 to present.

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

1/21/26

(Signature)

(Date)



## ZONING BOARD OF APPEALS



1. **CALL TO ORDER:** Chairman Boelter called the meeting to order at 6:30 p.m.
2. **ROLL CALL:** Present: Jay Boelter, Jordan Van Kuren, Itanya Montgomery, Sam Beidoun, Cheryl Verbeke  
Vacancy: None  
Absent: None  
Also Present: Director of Community Development Steve Cohen, Assistant to the Director of Community Development Devin Lang, City Attorney Brittney Ellis, Recording Secretary Susan McCullough  
Guests: None
3. **MOMENT OF SILENCE IN REMEMBRANCE**  
The Board observed a moment of silence in memory of former Planning Commission Chairman and long-time Zoning Board of Appeals member, Greg Ouellette.
4. **ELECTION OF OFFICERS**  
Chairperson  
Moved by Montgomery to nominate Mr. Boelter as Chairperson.  
Second by Beidoun.  
Mr. Boelter accepted the nomination.
- VOTE: Yes: Van Kuren, Montgomery, Beidoun, Verbeke, Boelter  
No: None Motion Passed (5-0)
- Vice-Chairperson  
Moved by Beidoun to nominate Mr. Van Kuren as Vice-Chairperson.  
Second by Verbeke.  
Mr. Van Kuren accepted the nomination.
- VOTE: Yes: Montgomery, Beidoun, Van Kuren, Verbeke, Boelter  
No: None Motion Passed (5-0)
- Secretary  
Moved by Beidoun to nominate Ms. Montgomery as Secretary.  
Second by Van Kuren.  
Ms. Montgomery accepted the nomination.
- VOTE: Yes: Beidoun, Van Kuren, Verbeke, Montgomery, Boelter  
No: None Motion Passed (5-0)
5. **PERSONS WISHING TO BE HEARD** - None

**6. PETITIONERS** - None

**7. APPROVAL OF MINUTES** – September 11, 2025

**Moved by Beidoun to approve the minutes of September 11, 2025.**

**Second by Verbeke.**

<b>VOTE:</b>	<b>Yes:</b>	<b>Verbeke, Beidoun, Van Kuren, Montgomery, Boelter</b>
	<b>No:</b>	<b>None</b>

**Motion Passed (5-0)**

**8. UNFINISHED BUSINESS** – None.

**9. NEW BUSINESS**

**9a & 9b. Training Session – Review of Practice Cases**

The Board worked through two fictional practice cases with the assistance of Mr. Cohen, Mr. Lang, and Ms. Ellis, using the court-established practical difficulty criteria for granting non-use variances, which are the following:

1. That strict compliance with ordinance standards would unreasonably prevent the applicant from using of the property for a permitted purpose or would render conformity unnecessarily burdensome.
2. That the request is the minimum relief needed to grant fairness to the applicant in a manner that is consistent with the level enjoyed by other property owners in the zoning district.
3. That the problem is due to the unique circumstances of the property.
4. That the problem is not self-created.

Board members thanked staff for creating the cases and facilitating the training, as they found it very helpful to practice working through the practical difficulty criteria.

**10. COMMUNICATIONS**

**11. NEXT SCHEDULED MEETING** - The next scheduled meeting is on Thursday, February 12, 2026 at 6:30 p.m. in the City Council Chambers.

**12. ADJOURNMENT – 8:38 p.m.**

**Moved by Verbeke to adjourn the meeting at 8:38 p.m.**

**Second by Van Kuren.**

<b>VOTE:</b>	<b>Yes:</b>	<b>Montgomery, Van Kuren, Verbeke, Beidoun, Boelter</b>
	<b>No:</b>	<b>None</b>

**Motion Passed (5-0)**

Submitted by:

Susan McCullough, MiPMC III, CMC

Recording Secretary



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

**MEETING DATE: FEBRUARY 2, 2026**

**AGENDA ITEM NO 7B**

**FINANCE/TREASURER**

**To: Mayor and City Council**  
**From: Thomas A. Tanghe, City Manager; Michelle Schulz, Finance Director**  
**Submitted: January 16, 2026**  
**Subject: Motion – To reappoint Yeo & Yeo, PC as the independent financial and compliance auditors for the City of Auburn Hill's**

### **INTRODUCTION AND HISTORY**

The City's contract with Yeo and Yeo for independent financial and compliance auditing and reporting services expires with the audit for fiscal year ending December 31, 2025. Yeo and Yeo, PC was selected due to favorable pricing and availability year-round to support Finance/Treasurer staff. The City has been with Yeo and Yeo for five years and determined it fiscally responsible to seek a proposal with Yeo and Yeo for an additional three years. Prior to Yeo and Yeo, the City's auditors had not changed for over 20 years. The change to Yeo and Yeo was made for cost effectiveness without compromising core services. Their favorable pricing continues in a proposal to renew for another three years.

Yeo and Yeo first provided services to the City for the year ending December 2020. The City's base rate for the audit and financial statement preparation has been \$63,900 for the last five years. Some years did see some additional fees due to additional requirements and complexities of new standards. Yeo and Yeo's fee for a 2020 Single Audit was \$5,500. A Single Audit may or may not be required each year depending on the level of federal funding included in the City's appropriations.

The lean, combined Finance/Treasurer department relies on year-round open communication with the City's auditors to assist staff in appropriately preparing for each year's audit and implementing ongoing changes in reporting standards.

Yeo and Yeo has quoted the City \$70,700 for the 2026-2028 financial audit and statement preparation. This is a 10.6 percent increase over the current fee which has not changed since 2020. Another way of stating this is if Yeo & Yeo had given us a modest annual increase over the last five years based on the latest 10.6% increase, that increase would have been the equivalent of 2.12%. If needed, the Single Audit is quoted at \$6,000. This is a 9% increase over the fee in place since 2020. Using the same modest annual increase example, the new single audit rate has increased 1.80% annually since it was established five years ago.

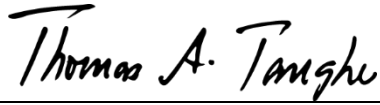
### **STAFF RECOMMENDATION**

After consideration of both service level and cost, staff recommend that Yeo and Yeo is the preferred choice for the City. Mike Rolka was part of the Yeo and Yeo team in 2020. He continues as the City's point person for many audit-related items. He was promoted to partner and continues to serve the City with his team with timely response and appropriate assistance with complicated matters. As important, is the continuity provided remaining with Yeo and Yeo for another three years. The cost savings by utilizing prior years' work papers accepted by the current auditors create opportunities for current staff with limited audit experience to become more seasoned with the process, address new standards, and increase confidence without the challenges of a new provider. An example of the engagement letter, which is the annual contract, is attached. It may change slightly to address new content requirements or new standards requirements.

**MOTION**

Move to reappoint Yeo and Yeo, PC as the City's independent financial and compliance auditor for fiscal years 2026-2028. Further, move to authorize the City Manager to execute the appropriate engagement of services at the fees proposed for the City of Auburn Hills audit.

I CONCUR:

Handwritten signature of Thomas A. Tanghe in black ink.

---

THOMAS A. TANGHE, CITY MANAGER



800.968.0010 | YEOANDYEO.COM

January 13, 2027

Thomas A. Tanghe, City Manager  
City of Auburn Hills  
1827 N Squirrel Road  
Auburn Hills, MI 48326

Dear Tom:

Enclosed is the engagement letter for the City of Auburn Hills for the year ending December 31, 2026. Generally Accepted Auditing Standards require that we communicate, during the planning stage of an audit, certain information to the City Council. This information includes the auditors' responsibilities in a financial statement audit, including our responsibilities for testing and reporting on compliance with laws and regulations and internal control, and the planned scope and timing of the audit. The engagement letter includes the items which must be communicated to the City Council.

Therefore, please make copies of the attached engagement letter and forward the copies to each member of the City Council.

Please sign and return the enclosed copy of the attached engagement letter to us at your earliest convenience.

If you have any questions, please contact me.

Sincerely,

Michael L. Rolka, CPA, CGFM  
Yeo & Yeo, P.C.  
CPAs & Advisors

Enclosures



800.968.0010 | YEOANDYEO.COM

January 13, 2027

To the Honorable Mayor and City Council  
City of Auburn Hills  
1827 N. Squirrel Road  
Auburn Hills, MI 48326

We are pleased to confirm our understanding of the services we are to provide the City of Auburn Hills for the year ended December 31, 2026.

### **Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the City of Auburn Hills as of and for the year ended December 31, 2026. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Auburn Hills' basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Auburn Hills' RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary comparison schedules
- 3) Pension schedules
- 4) Other postemployment benefit (OPEB) schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Auburn Hills' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

- 1) Combining and individual governmental fund financial statements
- 2) Internal service fund statements
- 3) Fiduciary fund statements

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable

assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant those emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We may also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

We will communicate significant risks of material misstatement identified in our audit planning with a specific individual or individuals charged with governance during our required discussions as part of our planning process. Our audit procedures will be developed to address the specific risks identified.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

#### **Audit Procedures—Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control.

Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Auburn Hills' compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

#### **Other Services**

We will also provide the following services, some of which may be covered by separate engagement letters, which cover the terms of each separate engagement.

- Preparing financial statements, related notes and supplementary financial information in accordance with U.S. Generally Accepted Accounting Principles (U.S. GAAP)
- Assist in preparing the government-wide conversion
- Assist in preparing calculations related to GASB 68 for the Net Pension Liability and related amounts
- Assist in preparing calculations related to GASB 75 for the Net OPEB Liability and related amounts

We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

At the conclusion of the audit, you agree to retain all work products provided to you as part of our engagement in order to maintain complete records to support the audited financial statements. Under the AICPA Code of Professional Conduct, we cannot serve as custodian of your data under the independence rule.

### **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are

responsible for identifying and ensuring that the government complies with applicable laws and regulations.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Yeo & Yeo, P.C., will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

With regard to an exempt offering document with which Yeo & Yeo, P.C. is not involved, you agree to clearly indicate in the exempt offering document that Yeo & Yeo, P.C. is not involved with the contents of such offering document.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services or we will provide an addendum to be governed by the terms of this engagement letter.

We will provide copies of our reports to the City of Auburn Hills and the Michigan Department of Treasury; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Yeo & Yeo, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the applicable regulator or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Yeo & Yeo, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the applicable regulator or its designee. The applicable regulator or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the applicable regulator. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Michael L. Rolka, CPA, CGFM is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit on approximately March 22, 2027, and to issue our reports no later than June 8, 2026.

Professional standards require us to be independent with respect to the City of Auburn Hills in the performance of our services. Any discussions that management has with personnel of Yeo & Yeo regarding employment could pose a threat to our independence. Therefore, we request that management inform the engagement principal prior to any such discussions so that we can implement appropriate safeguards to maintain our independence.

Neither party shall, during the term of this engagement and for one year after its termination, solicit for hire as an employee, consultant or otherwise, any of the other party's personnel without such other party's express written consent. If the City of Auburn Hills desires to offer employment to a Yeo & Yeo, P.C. employee and the employee is hired in any capacity by the City of Auburn Hills, a compensation placement fee of 25% of their compensation (including overtime and bonus) may apply.

Any litigation arising out of this engagement, except actions by us to enforce payment of our professional invoices, must be filed within one year from the completion of the engagement, notwithstanding any statutory provision to the contrary. In the event of litigation brought against us, any judgment you obtain shall be limited in amount, and shall not exceed the amount of the price charged by us, and paid by you, for the services set forth in this engagement letter.

Yeo & Yeo, P.C. has an established portal system to allow for secure transfer of your confidential information. The portal system is not intended to be utilized as a record storage device, purely a means to transmit information. Documents provided via the portal system will be removed approximately a year after it has been provided.

Our fee for services will be \$70,700 (\$62,200 base audit fee and \$8,500 for financial statement preparation). Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes past due and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination, even if we have not completed our report. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

To be respectful of your time and ours, we schedule our client work well in advance. When engagements have to be rescheduled it causes a domino effect, as we likely have other clients scheduled in the new requested time slot, and our staff are likely scheduled on another client. As a result, we may have to put your engagement at the end of the line, and/or change staff. When our staff members finishing the work are not the same as those who started it, the audit is less efficient and more disruptive to your and our staff. Our price quoted above is contingent on the following:

- All items on the assistance list being completed by the due dates indicated (preliminary requests due by March 22, 2027, and the remaining requests due by April 12, 2027).

- The audit being performed during the dates scheduled (preliminary and planning work, beginning March 22, 2027, and field work the weeks of April 12 and April 19, 2027, with a final report to be delivered by June 8, 2027).
- All accounts being adequately reconciled by the beginning of scheduled fieldwork.
- Accurate information provided to us that does not require subsequent rework.
- Suralink is used to provide the assistance list items to us.

If the above items are not met and the engagement needs to be rescheduled or if additional days need to be scheduled, then an additional price of 20% will apply. Beyond this, the time required for rework and posting client requested entries after we have been given the trial balance will be billed at our standard hourly rates and communicated to the City Manager and Finance Director at the first instance of potential additional fees.

### **Reporting**

We will issue a written report upon completion of our audit of the City of Auburn Hills' financial statements.

Our report will be addressed to management and those charged with governance of the City of Auburn Hills. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report or withdrawing from the engagement.

Our engagement will end upon delivery of your audited financial statements and our report thereon for the year set forth above. Any additional services that may be required will be part of a separate and new engagement. Should you wish to engage us to audit your financial statements for any other year, and should we accept such engagement, such engagement will be a separate and new engagement. A new engagement letter for any services beyond the scope of this engagement will govern the terms and conditions of the new engagement.

We appreciate the opportunity to be of service to the City of Auburn Hills and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Sincerely,

Yeo & Yeo, P. C.  
CPAs & Advisors

Michael Rolka

Michael Rolka, CPA, CGFM  
Principal

RESPONSE:

This letter correctly sets for the  
understanding of the City of Auburn Hills.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

SAMPLE



# CITY OF AUBURN HILLS

## CITY COUNCIL AGENDA

MEETING DATE: FEBRUARY 2, 2026

AGENDA ITEM NO 7C

POLICE DEPARTMENT

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Ryan Gagnon, Chief of Police, Trevin Robinson, Fire Chief  
**Submitted:** January 28, 2026  
**Subject:** Motion – To approve the Oakland County P25 Simulcast System (Public Safety Radio System) Interlocal Agreement

### INTRODUCTION AND HISTORY

The public safety radio system in Oakland County was recently updated in 2023 for all Oakland County communities. Previously an interlocal agreement had been signed by all communities to utilize the county radio system in 2004. This system has come to end of life and a multi-year project was implemented in 2020 to replace the old system with the new Oakland County P25 Simulcast System.

This new radio system significantly enhances the interoperability for all first responders in Oakland County, with improved equipment, radio coverage, and communication features. Due to the implementation of the new system, the previous interlocal agreement has been updated, which delineates responsibilities and provides a structure through a System Technical and Policy Committee, where operating policies have been established.

Police and Fire staff have been pleased with the performance of the new radio system, since we transitioned to it in August of 2023. It has improved communication capabilities with neighboring jurisdictions and proved as a valuable public safety tool during critical incidents throughout Oakland County.

The attached interlocal agreement has been reviewed by City Attorney, Mr. Dan Kelly, and found to be satisfactory from a legal standpoint.

### STAFF RECOMMENDATION

Staff recommends the approval of the Oakland County P25 Simulcast System Interlocal Agreement between Oakland County and the City of Auburn Hills.

### MOTION

**Move to approve the Oakland County P25 Simulcast System Interlocal Agreement between Oakland County and the City of Auburn Hills and authorize the Chief of Police to sign the agreement on behalf of the city.**

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER

**OAKLAND COUNTY P25 SIMULCAST SYSTEM  
INTERLOCAL AGREEMENT  
BETWEEN  
OAKLAND COUNTY AND CITY OF AUBURN HILLS**

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This Agreement ("the Agreement") is made between Oakland County, a Constitutional and Municipal Corporation, 1200 North Telegraph, Pontiac, Michigan 48341 ("County"), and the City of Auburn Hills, 1827 N. Squirrel Road, Auburn Hills Mi 48326

In this Agreement the County and the Public Body may also be referred to individually as "Party" or jointly as "Parties."

**INTRODUCTION/PURPOSE OF AGREEMENT.**

Since approximately 2004, the County has operated and maintained a County-wide interoperable public safety communications system for use by the County and for use by governmental entities and private public safety entities located within Oakland County ("2004 System"). The County was the owner of the 2004 System. To properly operate, manage, maintain, and repair the 2004 System, the County entered into interlocal agreements with the governmental entities using the 2004 System--delineating the relationship and responsibilities of the parties. That interlocal agreement was approved by the Oakland County Board of Commissioners in Miscellaneous Resolution #05158.

The 2004 System is now end of life and since 2020, the County has been constructing and implementing a new public safety P25 Simulcast System, which is integrated with the Michigan Public Safety Communications System. The P25 Simulcast System replaces the 2004 System. To properly operate, manage, maintain, and repair the P25 Simulcast System, the Parties must enter into an Interlocal Agreement that will terminate the interlocal agreement concerning the 2004 System and delineate the relationship and responsibilities of the Parties regarding the operation, management, maintenance, and repair of the P25 Simulcast System.

Accordingly, pursuant to the Urban Cooperation Act of 1967, 1967 PA7, MCL 124.501, *et seq.*, the County and the Public Body enter into this Agreement for the purposes set forth herein. In addition, through this Agreement and the operation of the P25 Simulcast System, each Party will be better prepared to serve and to provide aid to citizens of and persons in Oakland County, Michigan.

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the Parties agree to the following:

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, within or without quotation marks, or possessive or nonpossessive, shall be defined, read, and interpreted as follows.

- 1.1. **Agreement** means the terms and conditions of this Agreement, the Exhibits hereto, and any other mutually agreed to written and executed modification, amendment, or addendum.
- 1.2. **Public Body** means **City of Auburn Hills**, including, but not limited to, its Council, Board, any and all of its departments, its divisions, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, subcontractors, volunteers, and/or any such persons' successors. Public Body may be referred to as Public Agency or Agency in the System Policies.
- 1.3. **Claim** means any alleged losses, claims, complaints, demands for relief or damages, lawsuits, causes of action, proceedings, judgments, deficiencies, liabilities, penalties, litigation, costs, and expenses, including, but not limited to, reimbursement for reasonable attorney fees, witness fees, court costs, investigation expenses, litigation expenses, amounts paid in settlement, and/or other amounts or liabilities of any kind which are incurred by or asserted against the County or the Public Body, or for which the County or the Public Body may become legally and/or contractually obligated to pay or defend against; whether direct, indirect or consequential; whether based upon any alleged violation of the federal or the state constitution, any federal or state statute, rule or regulation, or any alleged violation of federal or state common law; whether any such claims are brought in law or equity, tort, contract, or otherwise; and/or whether commenced or threatened.
- 1.4. **County** means Oakland County, a Municipal and Constitutional Corporation including, but not limited to, all of its departments, divisions, the County Board of Commissioners, elected and appointed officials, directors, board members, council members, commissioners, authorities, committees, employees, agents, volunteers, and/or any such persons' successors.
- 1.5. **Day** means any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.
- 1.6. **Exhibits** mean the following exhibit(s) and their properly promulgated amendments, which are incorporated by reference into this Agreement:
  - 1.6.1. **Exhibit A**. The System Policies.
- 1.7. **FCC** means the Federal Communications Commission.
- 1.8. **Infrastructure Equipment** means all base stations (receivers and transmitters), combiners, antennae, amplifiers, coaxial cable, generators, shelters, network switches and all associated servers and routers (Network Switching center), network connectivity, software for the operation and management of the System, consoles at public safety answering points and back-up public safety answering points, and gateways.

- 1.9. **Michigan Public Safety Communications System (“MPSCS”)** means a statewide multicast digital radio system operated by the Michigan Department of Technology, Management, and Budget.
- 1.10. **Oakland County Department of Information Technology (“OCDIT”)** means the County Department, which operates and manages the System.
- 1.11. **Oakland County P25 Simulcast System or “System”** means the County-wide interoperable 700/800 MHZ voice/data radio system, which is owned by the County and integrated with the MPSCS—including the Infrastructure and Subscriber Equipment.
- 1.12. **System Policies and Procedures (“System Policies”)** means the Oakland County P25 Simulcast System User Guide and Policy Manual and any amendments thereto created by the Technical & Policy Committee and approved by the Oakland County Chief Information Officer (“OCCIO”), which shall govern the management, operation, and use of the System.
- 1.13. **System Technical and Policy Committee (“Technical & Policy Committee”)** means the committee created pursuant to this Agreement, comprised of the individuals set forth in Section 7 and having the responsibilities set forth herein. The Technical & Policy Committee is neither a separate legal entity nor a department, division, or office of the County, but is an advisory group of subject matter experts created with the intent to provide direction, counsel, and recommendations regarding System management, operation, use and having the responsibilities listed herein. The Technical and Policy Committee is the successor committee to the CLEMIS Radio Oversight Committee (also referred to as the Radio Oversight Committee or Radio Policy Committee).
- 1.14. **Subscriber Equipment** means mobile and portable radios and all accessories thereto, 800 MHZ pagers, control stations, and emergency responder communication enhancement systems (“ERCES”), including but not limited to, bi-directional amplifiers (“BDA”), Wireless Access Point (“WAP”), and vehicle repeater systems (“VRS”).
2. **ENTITIES PERFORMING UNDER THIS AGREEMENT.** All County responsibilities and obligations set forth in this Agreement shall be performed by OCDIT. All Public Body responsibilities and obligations set forth in this Agreement shall be performed by the City of Auburn Hills. The Technical & Policy Committee shall provide direction, counsel, and recommendations to OCDIT concerning System management, operation, and use.
3. **COUNTY RESPONSIBILITIES.**
  - 3.1. **Compliance.** The County shall comply with the following: all applicable federal and state laws, regulations, and rules, the System Policies, this Agreement, and any amendments to the proceeding.

- 3.2. **Access to and Disclosure of Information.** The County may access, use, and disclose to third parties information, records, and any other content to comply with the law, including but not limited to, a subpoena, court order, or Freedom of Information Act request.
- 3.3. **County Point of Contact.** The County Point of Contact is the County Radio Communications Supervisor or successor position. The County Point of Contact will act as a liaison between the Public Body and the County regarding the management, operation, and use of the System. Communication protocols and procedures regarding the operation, management, maintenance, and repair of the System shall be set forth in the System Policies.

4. **PUBLIC BODY RESPONSIBILITIES.**

- 4.1. **Compliance.** The Public Body shall comply with the following: all applicable federal and state laws, regulations, and rules, the System Policies, this Agreement, and any amendments to the proceeding. The Public Body shall require its employees, agents, and volunteers to comply with the following: all applicable federal and state laws, regulations, and rules, the System Policies, this Agreement, and any amendments to the proceeding.
- 4.2. **Public Body Point of Contact.** The Public Body shall designate at least one person and an alternate to be a Point of Contact. The Public Body Point of Contact will act as a liaison between the Public Body and the County regarding the management, operation, and use of the System. The name of Public Body Point of Contact and alternate shall be conveyed to the County Point of Contact. Communication protocols and procedures regarding the operation, management, maintenance, and repair of the System shall be set forth in the System Policies.
- 4.3. **Facilities.** At no cost to the County, the Public Body shall provide space in buildings/facilities under the control of or owned by the Public Body to locate and house Infrastructure Equipment and Application Programming interfaces (“API”) for the System. The location of this space shall be mutually agreed to by the Parties and memorialized in writing; provided that an amendment to this Agreement shall not be needed to memorialize the location of the space. The Parties may change the location at any time pursuant to this Section.
- 4.4. **Access.** The County, the MPSCS, and County contractors shall have 24/7 access to Public Body-owned or controlled buildings/facilities necessary to access Infrastructure Equipment and API for maintenance, repair, and replacement. The Parties acknowledge that the Infrastructure Equipment or API may be located in non-public areas and that the Public Body, at its discretion, may require the County to contact the Public Body Point of Contact prior to arrival; provided that Parties agree that in an emergency situation the County may not be able to contact the Public Body Point of Contact prior to arrival.

5. **OPERATION AND USE OF SYSTEM AND INFRASTRUCTURE EQUIPMENT.**

- 5.1. **System/Infrastructure Equipment Ownership.** Except for otherwise provided herein concerning Subscriber Equipment, the County is the owner of the System.
- 5.2. **System Licenses.** The County is the FCC license holder for all 700/800 MHZ frequencies used in the System. The County shall maintain these licenses and/or modify the licenses as required to manage, operate, and use the System.
- 5.3. **Public Body Use of System.** The County authorizes the Public Body to use the System according to the terms and conditions of this Agreement, the System Policies, all applicable laws, regulations, and rules, and any amendments to the preceding.
- 5.4. **Legacy/Conventional Frequencies.** The Public Body shall be the FCC license holder and maintain any legacy conventional frequencies used by the Public Body, including those interfaced through the System consoles and/or gateways.
- 5.5. **System Maintenance and Repair.** The County shall operate, manage, maintain, and repair the Infrastructure Equipment and System in good order and consistent with industry standards, this Agreement, the System Policies, all applicable laws, regulations, and rules, and any amendments to the proceeding.
- 5.6. **Insurance.** The County shall insure or self-insure the System and all County-owned Infrastructure Equipment in the manner and in the amount it deems necessary.
- 5.7. **Audit/Monitor of System.**
  - 5.7.1. **Monitoring of Use of System.** The County and the County's contractors/subcontractors may monitor and audit the Public Body's use of the System and compliance with the System Policies, this Agreement, and applicable federal and state laws, regulations, and rules. The monitoring and auditing of the System may be performed periodically at the discretion of the County and at the sole expense of the County.
  - 5.7.2. **Monitoring by MPCSC.** The MPCSC shall monitor System functionality to make sure the System is operating pursuant to this Agreement and MPCSC standards.
- 5.8. **Training.** The policies and procedures concerning initial and continual training regarding the use of the System will be set forth in the System Policies.

5.9. **Disclaimer of Warranties.**

5.9.1. THE SYSTEM, INFRASTRUCTURE EQUIPMENT, SUBSCRIBER EQUIPMENT, OR OTHER ITEMS, WHICH ARE PROVIDED TO PUBLIC BODY UNDER THIS AGREEMENT, ARE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS, "WITH ALL FAULTS."

5.9.2. THE COUNTY EXPRESSLY DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON- INFRINGEMENT.

5.9.3. THE COUNTY MAKES NO WARRANTY THAT: (I) THE SYSTEM WILL MEET PUBLIC BODY'S REQUIREMENTS OR NEEDS OR (II) THE SYSTEM WILL BE UNINTERRUPTED, TIMELY, SECURE, ACCURATE, OR ERROR-FREE.

6. **OPERATION AND USE OF SUBSCRIBER EQUIPMENT.**

6.1. **Subscriber Equipment Policies/Procedures.** The policies and procedures for the purchase, operation, programming, repair, replacement, and maintenance of Subscriber Equipment will be set forth in the System Policies.

6.2. **Ownership of Subscriber Equipment.** Subscriber Equipment purchased by the County shall remain the property of the County (regardless of user). As further described and defined in the System Policies, the County shall pay for the maintenance and repair of County-owned Subscriber Equipment (regardless of user), but shall not pay for the replacement of County-owned Subscriber Equipment for whatever reason. Subscriber Equipment purchased by the Public Body shall remain the property of the Public Body and shall be maintained, repaired and replaced by the Public Body pursuant to the System Policies and at its sole cost.

6.3. **Insurance for Subscriber Equipment or Public Body Owned-Facilities.** The County shall not provide insurance for the Subscriber Equipment or Public Body-owned Facilities.

7. **SYSTEM TECHNICAL AND POLICY COMMITTEE.**

7.1. **Creation, Composition and Appointment of Technical & Policy Committee.** The Technical & Policy Committee is created as set forth herein. The Technical & Policy Committee shall be comprised of the following individuals ("Committee Members"):

7.1.1. The County Radio Communications Supervisor or successor position and one alternate designated by the Radio Communications Supervisor;

- 7.1.2. The OCCIO or successor position and an alternate designated by the OCCIO.
- 7.1.3. One individual appointed by the Oakland County Medical Control Authority (“OCMCA”) and one alternate designated by the OCMCA.
- 7.1.4. Three individuals appointed by the Oakland County Police Chiefs Association and three alternates designated by the Oakland County Police Chiefs Association;
- 7.1.5. One individual appointed by the Oakland County Sheriff and one alternate designated by the Oakland County Sheriff;
- 7.1.6. The Oakland County 911 Coordinator and one alternate designated by the Oakland County 911 Coordinator;
- 7.1.7. One individual appointed by MABAS 3202 and one alternate designated by MABAS 3202;
- 7.1.8. Two individuals appointed by MABAS 3201 and two alternates designated by MABAS 3201. One individual and one alternate must be from a Public Safety Department.
- 7.1.9. The County Public Safety Business Relationship Manager or successor position and one alternate designated by the County Public Safety Business Relationship Manager.
- 7.2. **Term of Committee Members/Vacancy/Replacement.**
  - 7.2.1. Each Committee Member shall be appointed for a term of three (3) years, unless the Committee Member is appointed to fill a vacancy caused for a reason other than the expiration of a term.
  - 7.2.2. If a Committee Member position becomes vacant, for a reason other than expiration of term, then the entity or individual that appointed such individual shall appoint an individual to fulfill the remainder of the vacating member’s unexpired term within fourteen (14) Days. The designated alternate does not automatically replace the vacating member’s position.
  - 7.2.3. A Committee Member may be removed from the Technical & Policy Committee at the will of the entity or individual that appointed the Committee Member.
- 7.3. **Quorum/Voting.** A quorum of the Technical & Policy Committee is a majority of those in office. In order to hold a Technical & Policy Committee meeting a quorum must be present. The Policy & Technical Committee shall act and perform its responsibilities by a majority vote of the quorum present at a meeting. Committee Members shall not vote by proxy.

#### 7.4. **Committee Responsibilities.**

- 7.4.1. The Technical & Policy Committee shall provide direction, counsel, and recommendations to OCDIT regarding the management, operation, and use of the System. The Technical and Policy Committee is the successor committee to the CLEMIS Radio Oversight Committee (also referred to as the Radio Oversight Committee or Radio Policy Committee).
- 7.4.2. The Technical & Policy Committee shall meet at least twice a year or as needed at the call of the Technical & Policy Committee Chairperson.
- 7.4.3. At the first meeting of the Technical & Policy Committee meeting each calendar year, the Committee shall elect a Chairperson, Vice-Chairperson, and Secretary (collectively “the Officers”). Notwithstanding any other provision, the Officers shall continue to serve in their capacities until the next Officers are elected. The Officers shall have the duties and responsibilities set forth below:
  - 7.4.3.1. Chairperson: (1) preside over meetings; (2) set dates, times, and locations for meetings; (3) create and set meeting agendas (4) respond to correspondence received by the Technical & Policy Committee or directs the Secretary to respond, as needed; and (5) ensure Committee Member and alternate appointments are timely received and filled by their appointing bodies/individuals and names are sent to the County Point of Contact.
  - 7.4.3.2. Vice-Chairperson: shall assume the duties of the Chairperson, if the Chairperson is absent or unavailable for any reason.
  - 7.4.3.3. Secretary: (1) sends out meeting notices and agendas; (2) responds to correspondence as directed by Chairperson; (3) keeps records and meeting minutes and disperses records and meeting minutes to Committee Members; and (4) keeps records of Committee Member appointments and terms and advises the Chairperson of these records on a regular basis.
- 7.4.4. The Technical & Policy Committee shall draft the System Policies that govern the management, operation, and use of the System. The System Policies shall be approved by a quorum of the Technical & Policy Committee. The Technical & Policy Committee shall present the System Policies to the OCCIO for approval and implementation. If the OCCIO does not approve the System Policies, then the System Policies shall be returned to the Technical & Policy Committee for review and revision and then re-submitted to the OCCIO. This process shall be repeated until the OCCIO approves the System Policies. Approval by the OCCIO shall not be unreasonably withheld. After approval by the OCCIO, OCDIT shall compile and assemble the System Policies and send them to the Public

Body. Any changes or amendments to the System Policies shall be drafted, approved, and distributed in accordance with this Section.

7.4.5. The Technical & Policy Committee shall review the System Policies at least once a year to determine if changes or amendments are necessary.

## 8. **FINANCIAL RESPONSIBILITIES.**

- 8.1. The costs and fees associated with the management, operation, and use of the System, the maintenance of the Subscriber Equipment, and the repair, replacement, or purchase of the new Subscriber Equipment shall be set forth in the System Policies. The County shall invoice the Public Body the costs and fees set forth in the System Policies on a quarterly basis, based on calendar year, and the Public Body shall pay such invoice within forty-five (45) Days.
- 8.2. **Cost/Fee Set-Off.** In the event there are any costs or fees imposed and due to the County by the Public Body in connection with this Agreement and/or for the use, operation, or maintenance of the System, the County has the right to offset any amount past due and retain any amount of money due to the Public Body from the County equal to the past due amount, including, but not limited to, distributions from the Delinquent Tax Revolving Fund (DTRF).
- 8.3. **Possible Additional Services and Costs.** If the County is requested by the Public Body or is legally obligated for any reason, e.g. subpoena, court order, or Freedom of Information Act request, to search for, identify, produce or testify regarding the Public Body's records, data, or information that is stored by or possessed by the County relating to the System, then the Public Body shall reimburse the County for all reasonable costs the County incurs in searching for, identifying, producing or testifying regarding such records, data, or information. The County may waive this requirement in its sole discretion.

## 9. **DURATION OF INTERLOCAL AGREEMENT.**

- 9.1. The Agreement and any amendments hereto shall be effective when executed by both Parties with resolutions passed by the governing bodies of each Party. The approval and terms of this Agreement and any amendments hereto shall be entered in the official minutes of the governing bodies of each Party. An executed copy of this Agreement and any amendments shall be filed by the County Clerk with the Secretary of State.
- 9.2. This Agreement shall remain in effect until cancelled or terminated by either Party pursuant to Section 11.

## 10. **ASSURANCES/LIABILITY.**

- 10.1. **Responsibility for Claims.** Each Party shall be responsible for any Claims made against that Party by a third party and for the acts or omissions of its employees, agents, or volunteers arising under or related to this Agreement.
- 10.2. **Responsibility for Attorney Fees and Costs.** Except as provided in this Agreement, for any Claim that may arise from the performance of this Agreement, each Party shall seek its own legal representation and bear the costs associated with such representation, including judgments and attorney fees.
- 10.3. **No Indemnification.** Except as otherwise provided for in this Agreement, neither Party shall have any right under this Agreement or under any other legal principle to be indemnified or reimbursed by the other Party or any of its agents in connection with any Claim.
- 10.4. **Costs, Fines, and Fees for Noncompliance.** Each Party shall be solely responsible for all costs, fines, penalties, assessments, and fees associated with its acts or omissions related to this Agreement and/or for noncompliance with this Agreement.
- 10.5. **Governmental Function/Reservation of Rights.**
  - 10.5.1. The Parties acknowledge that the performance of this Agreement is a governmental function, which function is to provide a public safety communications system to serve and to provide aid for the residents and persons in Oakland County, Michigan.
  - 10.5.2. This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. Nothing in this Agreement shall be construed as a waiver of governmental immunity for either Party.
- 10.6. **Authorization and Completion of Agreement.** The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Party have legal authority to sign this Agreement and bind the Parties to the terms and conditions contained herein.
- 10.7. **Limitation of Liability.** IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR ANY OTHER PERSON, FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, SPECIAL, AND/OR PUNITIVE DAMAGES ARISING OUT OF THIS AGREEMENT, REGARDLESS OF WHETHER THE OTHER PARTY HAS BEEN INFORMED OF THE POSSIBILITY OF SUCH DAMAGES.
- 10.8. **Permits And Licenses.** Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations necessary to perform all its

responsibilities under this Agreement. Upon request, a Party shall furnish copies of any permit, license, certificate or governmental authorization to the requesting Party.

**11. TERMINATION OR CANCELLATION OF AGREEMENT.**

11.1. The Public Body may terminate or cancel this Agreement for any reason upon sixty (60) Days written notice to the County. Within Sixty (60) Days of termination or cancellation of this Agreement, the Public Body must return all Subscriber Equipment (not purchased by the Public Body), all consoles, all control stations, all consolettes, and all ancillary appurtenances to such equipment to the County.

11.2. If Public Body breaches this Agreement, upon sixty (60) Days written notice to the Public Body, the County may terminate or cancel this Agreement upon recommendation by the Technical & Policy Committee, or if in the opinion of the County the System is no longer operational.

11.3. The Interlocal Agreement governing the 2004 System shall terminate upon full execution of this Agreement and this Agreement shall govern the operation and management of the System.

12. **SUSPENSION OF SERVICES.** County, through the OCCIO and upon recommendation of the Technical & Policy Committee, may immediately suspend Public Body's use of the System for any of the following reasons: (i) requests by law enforcement or other governmental agencies; (ii) engagement by Public Body in fraudulent or illegal activities relating to use of this System; (iii) breach of the terms and conditions of this Agreement; or (iv) unexpected technical or security issues. The right to suspend Services is in addition to the right to terminate or cancel this Agreement according to the provisions in Section 11. County shall not incur any penalty, expense or liability if the Public Body's use of the System is suspended under this Section.

13. **NO THIRD PARTY BENEFICIARIES.** Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right, in favor of any other person or entity.

14. **DISCRIMINATION.** The Parties shall not discriminate against their employees, agents, applicants for employment, or another persons or entities with respect to hire, tenure, terms, conditions, and privileges of employment, or any matter directly or indirectly related to employment in violation of any federal, state or local law.

15. **FORCE MAJEURE.** Each Party shall be excused from any obligations under this Agreement during the time and to the extent that a Party is prevented from performing due to causes beyond such Party's control, including, but not limited to, an act of God, war, acts of government (other than the Parties'), fire, strike, labor disputes, civil disturbances, reduction of power source, or any other circumstances

beyond the reasonable control of the affected Party. Reasonable notice shall be given to the affected Party of any such event.

16. **DELEGATION/SUBCONTRACT/ASSIGNMENT**. The Public Body shall not delegate, subcontract, and/or assign any obligations or rights under this Agreement without the prior written consent of the County.
17. **NO IMPLIED WAIVER**. Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances, shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently effect its right to require strict performance of this Agreement.
18. **SEVERABILITY**. If a court of competent jurisdiction finds a term, or condition, of this Agreement to be illegal or invalid, then the term, or condition, shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.
19. **CAPTIONS**. The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural number, any reference to the male, female, or neuter genders, and any possessive or nonpossessive use in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.
20. **NOTICES**. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (1) the date of actual receipt; (2) the next business day when notice is sent express delivery service or personal delivery; or (3) three days after mailing first class or certified U.S. mail.
  - 20.1. If Notice is sent to the County, it shall be addressed and sent to: Oakland County Department of Information Technology, **Radio Communications Supervisor**, 1200 North Telegraph Road, Building #49 West, Pontiac, Michigan, 48341 and Chairperson of the Oakland County Board of Commissioners, 1200 North Telegraph, Pontiac, Michigan 48341.
  - 20.2. If Notice is sent to the Public Body, it shall be addressed to: Auburn Hills Police Department, Chief of Police, 1899 N. Squirrel Road, Auburn Hills, Michigan 48326.

- 20.3. Either Party may change the address and/or individual to which Notice is sent by notifying the other Party in writing of the change.
21. **DISPUTE RESOLUTION.** All disputes relating to the execution, interpretation, performance, or nonperformance of this Agreement involving or affecting the Parties must first be submitted to the OCCIO and Public Body's Chief of Police. The OCCIO and Public Body's Chief of Police shall promptly meet and confer in an effort to resolve such dispute. If they cannot resolve the dispute in ten (10) business days, the dispute shall be submitted to the chief executive officials of each Party or their designees. The chief executive officials or their designees shall meet promptly and confer in an effort to resolve such dispute.
22. **GOVERNING LAW/CONSENT TO JURISDICTION AND VENUE.** This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any Claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan, the 50th District Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.
23. **AGREEMENT MODIFICATIONS OR AMENDMENTS.** Any modifications, amendments, recessions, waivers, or releases to this Agreement must be in writing and agreed to by both Parties. Unless otherwise agreed, the modification, amendment, recession, waiver, or release shall be signed by the same persons who signed the Agreement or other persons as authorized by the Parties' governing body.
24. **SURVIVAL OF TERMS.** The following terms and conditions shall survive and continue in full force beyond the termination or cancellation of this Agreement (or any part thereof) until the terms and conditions are fully satisfied or expire by their nature: Definitions (Section 1); Disclaimer of Warranties (Section 5.9); Assurances/Liability (Section 10); and Dispute Resolution (Section 21).
25. **ENTIRE AGREEMENT.** This Agreement represents the entire Agreement and understanding between the Parties. This Agreement supersedes all other oral or written Agreements between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any Party.
26. **COUNTERPARTS.** This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.
27. **AUTHORIZATION.** The Parties certify and warrant that their respective signatories have the requisite authority to execute and bind them to this Agreement and the duties and responsibilities contained herein.



**IN WITNESS WHEREOF**, \_\_\_\_\_ acknowledges that he/she has been authorized by resolution of the \_\_\_\_\_, to execute this Agreement on behalf of the Public Body and accepts and binds the Public Body to the terms and conditions of this Agreement.

EXECUTED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Ryan Gagnon, Chief of Police  
Auburn Hills Police Department

WITNESSED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Trevin Robinson, Fire Chief  
Auburn Hills Fire Department

**IN WITNESS WHEREOF**, David T. Woodward, Chairperson, Oakland County Board of Commissioners, acknowledges he has been authorized by resolution of the Oakland County Board of Commissioners, to execute this Agreement on behalf of Oakland County and accepts and binds the Oakland County to the terms and conditions of this Agreement.

EXECUTED: \_\_\_\_\_ DATE: \_\_\_\_\_  
David T. Woodward, Chairperson  
Oakland County Board of Commissioners

WITNESSED: \_\_\_\_\_ DATE: \_\_\_\_\_



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: FEBRUARY 2, 2026

AGENDA ITEM NO 7D

DEPARTMENT OF PUBLIC WORKS

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads  
**Submitted:** January 26, 2026  
**Subject:** Motion – Approve the Purchase of Two Tahoe PPVs to Replace Two Police Vehicles

## INTRODUCTION AND HISTORY

Budgeted within the 2026 Fleet Capitol Plan is \$295,000 for the replacement of five police vehicles. Because of the upfitter's schedule, staff recommends replacing these five vehicles in two stages to avoid new vehicles sitting at DPW waiting to be upfit for long periods of time. Through the budgeting cycle, the Police department stated that they are anticipating the creation of a K-9 unit within the department. With that creation, the replacement of two of their vehicles with Chevrolet Tahoe PPVs was requested. This would not change the size of their fleet while accommodating the K-9 unit. One unit being replaced is a 2006 Chevrolet Service Van that has been used for evidence. This unit is 20 years old but has only 53,835 miles. The Police Department agreed to combine functions of this evidence van and their command van to better utilize resources. The second is a 2020 RAM 1500 SSV with 98,395 miles. By replacing these two vehicles first, we replace the oldest and highest mileage vehicles first. Because both vehicles have either more than 80,000 miles or are more than 10 years old, both vehicles will be sold at auction once the new vehicles are in service.

Current Vehicle					New Vehicle			Price
Asset ID	Year	Make	Model	Mileage	Year	Make	Model	
AP 581	2006	Chevrolet	Service Van	53,835	2025	Chevrolet	Tahoe PPV	\$ 55,891
AP 579	2020	RAM	1500 SSV	98,395	2025	Chevrolet	Tahoe PPV	\$ 55,891
Total:								\$111,782

Current electric vehicles on the market and the tasks asked of the current fleet were studied. Currently, the electric vehicles do not have the ability to run the continuous 24-hour shifts that are sometimes required with Police Department vehicles. The city has acquired and put into service a plug-in hybrid van for the community center, allowing extended range if needed while prioritizing usage of the battery. Additionally, the city has 13 Ford Maverick Hybrids in service being used across multiple departments.

The two new vehicles will be purchased under the MiDEAL contract #240000001210 (State of Michigan contract) with LaFontaine Automotive Group of China Township, MI, the total cost for the 2 vehicles is \$111,782.00. All vehicles include a 3-year/36,000-mile bumper to bumper warranty and a 5-year/60,000-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, Sourcwell, 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 the two (2) Chevrolet Tahoe PPVs listed above for \$111,782.00 from LaFontaine Automotive Group of China Township, MI under the MiDEAL contract #240000001210. Funding for the purchase is available via account number 661-594-981.000.

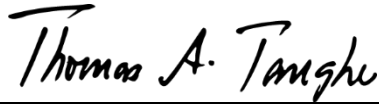
**MOTION**

Move to approve the purchase of two (2) Chevrolet Tahoe PPVs listed above for \$111,782.00 from LaFontaine Automotive Group of China Township, MI under the MiDEAL contract #240000001210.

**EXHIBIT**

Exhibit 1 – Vehicle Quotes

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

**LaFontaine Automotive Group**  
**3050 King Road**  
**China Township, MI 48054**  
**248-714-1071-Office**  
**517-795-9834-Cell**  
**Kim Martin - Municipal Mgr**

[kmartin@lafontaine.com](mailto:kmartin@lafontaine.com)

# QUOTATION

Name: Auburn Hills Police Department  
Address: 1899 N Squirrel Rd  
City: Auburn Hills State: Mi Zip: 48326  
Contact: Brandon Hollenbeck  
Phone: 248-364-6863  
Email: [bhollenb@auburnhills.org](mailto:bhollenb@auburnhills.org)

Date: 1/19/2026

Quote: Tahoe PPV

CK10706	2025 Chevrolet Tahoe 4WD PPV (including Destination Charge)	\$57,495.00
GBA	Black Exterior	
H1T	Jet Black Interior	
L84	5.3L Ecotec3 Gasoline V8	
MHU	10 Speed Automatic Transmission	
UN9	Radio Suppression Package	\$95.00
6C7	Front Auxiliary Dome Lamp	\$170.00
6J3	Grill Lamps/Speakers Wiring	\$92.00
6J4	Horn/Sirens Circuit Wiring	\$55.00
6N5	Rear Window Switch Inoperative	\$57.00
6N6	Rear Door Lock Inoperative	\$62.00
7X3	Left Pillar Mounted Spotlight	\$800.00
9G8	Daytime Running Lamps/Auto Headlamp Delete	\$50.00
	State Of Michigan Title Fee	\$15.00
	General Motors Municipal Discount	-\$1,000.00
	Lafontaine Municipal Discount	-\$2,000.00
	I have 2 of these vehicles on hold for you TOTAL \$111,782	
	Note per contract delivery is available @ \$2.00 per one way mileage.	
	MiDeal Contract #240000001210	
Price is per vehicle		Total Cost: \$55,891.00

Signed: Kim Martin



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: FEBRUARY 2, 2026

AGENDA ITEM NO 9A

DEPARTMENT OF PUBLIC WORKS

**To:** Mayor and City Council  
**From:** Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads  
**Submitted:** January 27, 2026  
**Subject:** Motion – Approve design services for Cross Creek & Squirrel HAWK Crossing

## INTRODUCTION AND HISTORY

In 2024, the City of Auburn Hills applied for and was awarded a Federal Highway Safety Improvement Program (HSIP) funding through the Michigan Department of Transportation (MDOT) for a High-Intensity Activated Crosswalk (HAWK) signal installation and pedestrian improvements for North Squirrel Road at Cross Creek Parkway. The project will add East-West signals and crosswalks across North Squirrel Road including standard pedestrian signals tied to the current traffic signal across the Southbound leg as well as signage, pavement markings, sidewalk construction, and the new HAWK signal on the Northbound leg. The anticipated construction cost for the proposed project is approximately two hundred thousand dollars (\$200,000). The grant will cover 90% of the construction costs while the City will be responsible for 10% of the construction and all engineering/testing costs.

With the possible addition of guardrail and boulevard extensions at Cross Creek Parkway, the total project cost may rise to two hundred fifty thousand dollars (\$250,000). These additions are prompted by discussions regarding safety as the guardrail is frequently hit on the end section and the boulevard extension will allow for reduction in the pedestrian crossing distance. Due to the federal funding source associated with this MDOT HSIP money, this project will go through an MDOT Local Agency Program (LAP) review requiring more paperwork and in turn a longer design process. The project must be obligated for funding before MDOT's 2026 Fiscal Year ends in September and it is likely that construction will commence in 2027. OHM Advisors' design proposal is for the not-to-exceed amount of \$40,000 while G2 Consulting will be used for geotechnical services for an estimated cost of \$5,000. Funding is budgeted in 202-452-973.005-SQUIRRELBHAWK.

## STAFF RECOMMENDATION

Staff recommend the approval of the design contract for the Cross Creek & Squirrel HAWK Crossing to OHM Advisors in the not-to-exceed amount of \$40,000 and geotechnical services to G2 Consulting at the estimated cost of \$5,000 for the estimated total of \$45,000. Funding is available from the Major Streets Fund (202-452-973.005-SQUIRRELBHAWK).

## MOTION

Move to approve the design contract for the Cross Creek & Squirrel HAWK Crossing to OHM Advisors in the not-to-exceed amount of \$40,000 and geotechnical services to G2 Consulting at the estimated cost of \$5,000 for the estimated total of \$45,000.

## EXHIBITS

Exhibit 1 – OHM Advisors Scope of Design Services

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER





January 26, 2026

City of Auburn Hills  
1500 Brown Road  
Auburn Hills, MI 48326

Attention: **Mr. Stephen Baldante**  
Director of Public Works

Regarding: **Cross Creek and Squirrel HAWK Crossing**  
Scope of Engineering Services

Dear Mr. Baldante:

Thank you for this opportunity to provide professional engineering services for the above referenced project. We have prepared the following project understanding and scope of services to be provided by OHM Advisors based on our previous discussions.

## **PROJECT UNDERSTANDING**

The project consists of installing pedestrian crossings at the intersection of Cross Creek Parkway and North Squirrel Road. These crossings will connect the existing sidewalk network on the south side of Cross Creek Parkway and the east side of northbound Squirrel Road. This project will be funded through the Michigan Department of Transportation's (MDOT) Highway Safety Improvement Program (HSIP). The anticipated construction cost for the proposed project is approximately two hundred thousand dollars (\$200,000). With the possible addition of guardrail and boulevard extensions at Cross Creek Parkway, the total project cost may rise to two hundred fifty thousand dollars (\$250,000).

Using the existing signalized intersection for a portion of the new pedestrian crossings, a high-intensity activated crosswalk (HAWK) signal will be installed on the northeast quadrant of the intersection across northbound Squirrel Road to complete the rest of the pedestrian connectivity. The existing center crossover lane taper starting on northbound Squirrel will be modified to reduce the pedestrian crossing distance at the HAWK signal. The existing guardrail on the west side of southbound Squirrel south of Cross Creek may be extended north from its existing terminal to improve traffic safety of a guardrail section that is frequently hit and requiring repair by DPW. Due to the federal funding source associated with this MDOT HSIP money, the City should be aware that this project will go through a MDOT Local Agency Program (LAP) review requiring more paperwork and in turn a longer design process. The project must be obligated for funding before MDOT's 2026 Fiscal Year ends in September and it is likely that construction will commence in 2027.

## **SCOPE OF SERVICES**

### **Task 1 – Project Initiation and Obtain Information**

Under this task, we will initiate the project and obtain necessary information to proceed with the design. Specific work efforts include:

- Organize and attend a kickoff meeting with City staff to review project objectives, prepare design criteria, and establish a specific delivery schedule.
- Review existing utility information and record drawings for the project area.
- Perform a site review to identify elements that are sensitive to project, i.e. access issues, utility facilities in the area, geometric deficiencies, landscape/aesthetic features, and drainage items.
- Obtain specific topographic survey information for the project areas.



- Notify known utility agencies of the proposed work and verify locations of existing known utilities, including both public and private, within the project limits for conflicts and coordinate relocations if necessary.
- Coordinate with a Geotechnical Engineer to obtain soil borings and pavement cores along the project route.
- Arrange and attend a meeting with City staff and other stakeholders to review project concepts, alternatives, and constraints.
- Complete National Environmental Policy Act (NEPA) clearance form 5323 which may require subconsultants.
- Coordinate with the Road Commission for Oakland County (RCOC) on the signal agreement for the HAWK.

### **Task 2 – Preliminary Plan Development**

Under this task, we will undertake the preparation of plans and specifications for the project and apply for the necessary permits. Specific work efforts include:

- Review field information collected to identify any deficient areas in the existing conditions.
- Determine preliminary geometrics for the road repair areas and pedestrian crossings.
- Identify necessary drainage improvements and grading limits.
- Coordinate with the Geotechnical Engineer and assist in developing pavement cross-sections.
- Evaluate all sidewalk ramps within intersection to be upgraded to current ADA requirements.
- Develop road plans in accordance with current AASHTO standards based on comments received from the City.
- Prepare or reference specifications entailing materials, equipment, and labor necessary to perform the work.
- Compute preliminary quantities and prepare a preliminary Engineer's Opinion of Probable Construction Cost.
- Prepare a Maintenance of Traffic (MOT) plan.
- Develop pavement marking and signing plans within the affected influence of the project in accordance with MMUTCD requirements.
- Prepare proposed preliminary schedule for work including the construction start, substantial completion, and final completion dates.
- Prepare documents to obtain an Oakland County Water Resources Commissioner (OCWRC) soil erosion permit, and other permits deemed necessary to complete the project as described.
- Arrange and attend a meeting with City staff to review the preliminary plans and specifications.
- Submit to MDOT LAP for Grade Inspection (GI) review.

### **Task 3 – Final Design and Contract Documents**

Based on comments received on the preliminary plans and final construction documents will be created and advertised for bidding. Specific work efforts include:

- Finalize design plans based on comments obtained.
- Complete construction details.
- Finalize detailed grading.
- Finalize grading easement limits and locations, if required.
- Prepare quantities and a final engineer's opinion of probable cost.
- Finalize schedule for proposed work including the construction start, substantial completion, and final completion dates.
- Send to MDOT LAP for bidding, and answer questions that may arise through MDOT's bidding process.

## **SCHEDULE**

The project will commence upon authorization to proceed. It is our understanding that the project funds must be obligated by September 2026. Based on the MDOT LAP Project Planning Guide, it is anticipated that the project will be obligated before September and included in an MDOT Bid Letting in the fall. Construction would commence in 2027.



## COMPENSATION

The services outlined above will be performed on an hourly basis for the not-to-exceed amount of forty thousand dollars (\$40,000.00). This amount is based on the assumptions listed below. The City will be invoiced for services on a monthly basis. The estimated budget breakdown is as follows:

<u>Design Services Total</u>	<u>\$ 40,000</u>
G2 Consulting Geotechnical Services (estimated)	\$ 5,000

## FURTHER CLARIFICATIONS AND ASSUMPTIONS

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

- The City will be responsible for all permit application fees and permit fees.
- The NEPA 5323 documentation may need subconsultants to complete. These subconsultants to complete historical or environmental reviews would be under a separate contract with the City.
- Geotechnical Services will be provided by G2 under a separate contract and are not included in this scope of services. The estimated amount for this service is indicated above.
- No right-of-way is anticipated. City will obtain right-of-way or easements through subconsultant, if necessary.
- OHM will be pleased to provide any additional services on an hourly basis. Services not included in this proposal:
  - a. Construction phase services such as, but not limited to, construction management, construction engineering, construction administration, construction observation and/or construction layout.
  - b. Wetland delineation and survey, mitigation, and permitting.
  - c. Environmental assessments or reports, drainage studies, or other environmental evaluations associated with potential contaminated soils.
  - d. Traffic signalization design.
  - e. Preparation of plans for landscaping and ornamental features.

Should you find this agreement acceptable, please sign the authorization below and return a 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**

Timothy J. Juidici, P.E.  
Principal-in-Charge

cc: Jason Hefner, Manager of Roads & Fleet  
Alex Parent, OHM

### City of Auburn Hills Cross Creek and Squirrel HAWK Crossing – Engineering Design Services

Accepted By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## New medical masters program begins at Oakland University



The application for the 2026-2027 cycle will open in April 2026. Photo courtesy OU

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

PUBLISHED: January 15, 2026 at 9:19 AM EST | UPDATED: January 15, 2026 at 1:01 PM EST

The first group of students in Oakland University's physician assistant master's degree program recently started classes.

OU will hold an open house from noon-2 p.m. on Wednesday, Jan. 21 at Oakland West Center to celebrate the start of the new program.

The program prepares students to become physician assistants (PA), where they diagnose, treat and manage patients under the supervision of doctors.

Constance Burke, an associate professor, led the team that developed the program over the past several years.

"The Master of Physician Assistant Science program reflects OU's commitment to providing quality education to the next generation of health professionals," said Burke. "The program provides exceptional academic and clinical education to our students through hands-on learning, mentorship from faculty members who are licensed PAs with extensive experience, and collaboration from interdisciplinary professors in the School of Health Sciences and our valuable community partners."

The PA master's degree is a 28-month graduate program that includes didactic and clinical coursework located at the Oakland West Center, a former Baker College building purchased by OU in 2022.

OU's MPAS degree is supported in part by a \$200,000 gift from Humana, which, over the next four years, will provide eight students, a quarter of the program's 32 students, a scholarship each year.

"Access to quality health care is dependent on a strong, sustainable workforce. By lifting financial barriers to education, we can prepare future providers for careers that will help close gaps in care and improve the health of their communities," said Eric Doeh, Michigan CEO for Humana. "Humana is thrilled to support Oakland University's Physician Assistant program, which will improve health care access in our region and beyond."

"The need for health care professionals continues to grow," said Kevin Ball, dean of the School of Health Sciences. "The beginning of the MPAS program reflects Oakland University and the School of Health Sciences' commitment to preparing a highly skilled, compassionate workforce of clinicians who will meet the changing health care needs of communities in our region and beyond through excellence in academic and clinical education, service and interprofessional collaboration."