



City of Rochester Hills
AGENDA SUMMARY
NON-FINANCIAL ITEMS

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Legislative File No: 2015-0033

TO: Mayor and City Council Members

FROM: Allan E. Schneck, P.E., Director, Department of Public Services

DATE: January 26, 2015

SUBJECT: Norton Lawn & Hickory Lawn Special Assessment District Paving Request
City File No. E14-030

REQUEST:

The City Council is asked to consider two items: 1) Pass a resolution that formally accepts the receipt of resident-signed petitions for the Special Assessment District (SAD) paving of Hickory Lawn and Norton Lawn and 2) Direct the City Engineer to prepare an Engineer's Report for each road.

BACKGROUND:

The Rochester Hills City Council approved the latest version of the Special Assessment District process for paving gravel roads on October 1, 2013. The Department of Public Services recently had two requests for the paving of Norton Lawn and Hickory Lawn roads. Each street indicated an informal majority of support so a public information meeting was scheduled and held at the City Hall Auditorium.

The public information meeting for the Norton Lawn residents was held on September 18, 2014 and an information meeting was held with the Hickory Lawn residents on December 4, 2014. Subsequent to each meeting, the residents undertook the task to obtain formal petitions signatures and submitted them to the City.

The Assessing Department Director, Kurt Dawson, and City Clerk, Tina Barton, reviewed the petitions and Mr. Dawson concluded that a majority of support exists for the petitions to be submitted for City Council acceptance. A petition verification report for each street is attached for reference.

If City Council accepts the petitions and directs the City Engineer to proceed with the process, an Engineering Report will be prepared for each street. Per the SAD process, the Engineering Report will outline a preliminary engineering design and scope of work for the project, a preliminary total cost estimate for the project (including the design, construction, construction engineering and contingency), an estimate of the number of buildable properties within the project limits and an estimate of the individual property owners share of the project cost along with the expected City cost contribution.

The design plans and specifications of the proposed road paving projects will need the assistance of a consulting engineer. Approval of a contract to hire a design engineer for the streets will be brought forth to council along with the Engineer's Report at a future council meeting.

RECOMMENDATION:

The Department of Public Services recommends that the City Council pass a resolution to accept the resident-signed petitions for the proposed paving of Norton Lawn and Hickory Lawn north of Auburn Road and request that the Department of Public Services commence with the preparation of an Engineer's Report.

Attachment(s): Norton Lawn SAD Petition Verification Report dated January 12, 2015
Hickory Lawn SAD Petition Verification Report dated January 12, 2015

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Mayor		
Deputy Clerk		