



# Rochester Hills Minutes - Draft

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## City Council Regular Meeting

*Susan M. Bowyer Ph.D., Ryan Deel, Dale A. Hetrick, James Kubicina,  
Jenny McCardell, Stephanie Morita and Mark A. Tisdel*

**Vision Statement:** *The Community of Choice for Families and Business*

**Mission Statement:** *"Our mission is to sustain the City of Rochester Hills as the premier community of choice to live, work and raise a family by enhancing our vibrant residential character complemented by an attractive business community."*

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Monday, June 4, 2018

7:00 PM

1000 Rochester Hills Drive

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### CALL TO ORDER

*President Tisdel called the Regular Rochester Hills City Council Meeting to order at 7:02 p.m. Michigan Time.*

### ROLL CALL

**Present** 5 - Susan M. Bowyer, James Kubicina, Jenny McCardell, Stephanie Morita and Mark A. Tisdel

**Absent** 2 - Ryan Deel and Dale Hetrick

### Others Present:

*Bryan Barnett, Mayor  
Tina Barton, City Clerk  
Ann Christ, City Attorney  
Lisa Cummins, Purchasing Manager  
Paul Davis, Deputy Public Services Director/City Engineer  
Ken Elwert, Parks and Natural Resources Director  
Todd Gary, Deputy Fire Chief  
Bert Hallewas, Park Ranger II  
Lee Mayes, Captain/Assistant Fire Marshal  
Kristen Kapelanski, Planning Manager  
Tim Matz, Captain/EMS Coordinator  
Pat McKay, Museum Manager  
Sara Roediger, Planning and Economic Development Director  
Joe Snyder, Chief Financial Officer  
Audrey Weber, Rochester Hills Government Youth Council Representative*

*Mr. Hetrick provided prior notice that he would be unable to attend.*

### PLEDGE OF ALLEGIANCE

## APPROVAL OF AGENDA

A motion was made by Morita, seconded by Kubicina, that the Agenda be Approved as Presented. The motion carried by the following vote:

**Aye** 5 - Bowyer, Kubicina, McCardell, Morita and Tisdel

**Absent** 2 - Deel and Hetrick

## COUNCIL AND YOUTH COMMITTEE REPORTS

### Rochester Hills Government Youth Council (RHGYC):

**President Tisdel** introduced **Audrey Weber**, RHGYC Representative, and noted that she just graduated from Rochester High School and plans to attend Oakland University to study secondary education and social studies. He stated that this is her second year on Council.

**Ms. Weber** reported that the RHGYC worked on the garden outside of the Mayor's Office today. She announced that the RHGYC's annual 5K will be held on Saturday, June 16, 2018 at Bloomer Park from 8:30 a.m. to 10:00 a.m. She noted that the proceeds from the 5K will benefit Innovation Hills. She encouraged anyone interested to register on the Youth Council's page of the City's website, and noted that runners are also welcome to register on the day of the race.

### Paint Creek Trailways Commission (PCTC):

**Dr. Bowyer** reported that the reconstruction of the bridge between Dutton and Silverbell will be held off until next year and the trail will remain open for the summer. She explained that the bids came in overbudget and a redesign and rebidding will occur this fall.

### Green Space Advisory Board (GSAB):

**Dr. Bowyer** announced that the GSAB will host a series of guided hikes through the City's Green Space properties, featuring one property every second Saturday of each month. She noted the following dates:

- June 9 - Ruby Green Space
- July 14 - Cloverport/Childress Green Space
- August 11 - White Green Space
- September 8 - Harding Green Space
- October 13 - Ruby Green Space

She stated that those wishing to hike the Ruby Property this Saturday can meet at 10:00 a.m. in the City Hall parking lot and caravan to the properties, or meet at 10:15 a.m. at the Ruby Property.

### Older Persons' Commission (OPC):

**Mr. Kubicina** reported that the OPC has the following events scheduled:

- June 20, 10:00 a.m. to 11:00 a.m. - Savvy Seniors discussion on reverse mortgages. The discussion is free and open to the public.
- June 7, 7:00 p.m. to 8:00 p.m. - Boogie Woogie Kid, Matt Ball will perform in the OPC Auditorium. Tickets are \$10.
- June 21, 10:00 a.m. to 5:00 p.m. - Garden Walk, featuring several area gardens, hosted by the Rochester Garden Club. Tickets are available at [www.rochestergardenclub.org](http://www.rochestergardenclub.org). There is a savings to purchase tickets ahead of time online.
- July 28, 9:00 a.m. to noon - Classic Muscle Car Show at OPC.

Mr. Kubicina noted that a proclamation will be presented to Patti Jacques this evening. He explained that he met Ms. Jacques when he moved into his Rochester Hills neighborhood in 1988 and has known her for 30 years. He stated that she was a founding member of Gifts for All God's Children in 1988, an organization that reaches out to underprivileged children in Detroit, Pontiac, and Flint, providing a variety of services.

**(Mr Deel entered at 7:12 p.m.)**

**Present** 6 - Susan M. Bowyer, Ryan Deel, James Kubicina, Jenny McCardell, Stephanie Morita and Mark A. Tisdell

**Absent** 1 - Dale Hetrick

## RECOGNITIONS

2018-0230 Proclamation in Recognition of Gifts For All God's Children

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Proclamation.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Mayor Barnett** stated that he first met **Patti Jacques**, Director of Gifts for All God's Children, when she threw him a fund raiser when he was 22 years old and running for Council for the first time. He noted that it was that election where he ran against her for Precinct Delegate. He commented that she has become a dear friend to both himself and to the City, and he stated that there is a large segment of the community that would not enjoy the things they do without an organization such as Gifts for All God's Children to fill in the gaps. He read the proclamation honoring this organization.

**Ms. Jacques** expressed her appreciation for the City's support and for the recognition this evening. She thanked God stating that He has had the plan for their organization. She noted that the organization started with a few Christmas gifts in 1988 working with three churches in the inner city and has grown to serve 52 churches last year. She stated that the organization has the opportunity to change the lives of children who do not grow up in a wonderful community such as Rochester Hills. She noted that thousands of volunteers work with the organization and many more sponsor its activities.

*She announced that their Christmas in July fund raiser is set for Tuesday, July 17, 2018 at Villa Penna. Television news personality Guy Gordon will host this year. She invited anyone interested to secure tickets to the event at [www.giftsforallgodchildren.org](http://www.giftsforallgodchildren.org).*

*Council congratulated Ms. Jacques.*

**Presented.**

**Whereas**, in 1988 Patti Jacques, Carol Townsend, and Karen Giannotta cofounded the non-profit group, Gifts For All God's Children, to meet needs and share the love of Christ with at-risk children in southeast Michigan; and

**Whereas**, for 30 years Gifts For All God's Children has accomplished this by connecting children with churches and community organizations, giving gifts, and planning events; and

**Whereas**, year-round programs Gifts For All God's Children provide include: individualized tutoring/mentoring, Summer Bible Camps, Overnight Camp scholarships, field trips, transportation to Sports Camps, Connecting Kids to Christ Center, prayer partners, school supply collection, school uniforms, Shoes 2 Success as well as special seasonal events; and

**Whereas**, since 1988, more than 65,000 at-risk children in southeast Michigan have received gifts provided by Gifts For All God's Children's many volunteers and partner sponsors.

**Now, Therefore, Be It Resolved**, that the Mayor and City Council of the City of Rochester Hills hereby recognize the invaluable work being done through Gifts For All God's Children under the direction of Patti Jacques and thank the leadership, partner sponsors, and volunteers for 30 years of dedication and service to at-risk children in Southeastern Michigan.

## ORDINANCE FOR INTRODUCTION

- 2018-0171** Request for Acceptance for First Reading - an Ordinance to amend Sections 138-2.101, 138-2.200, 138-2.203, 138-2.302, 138-4.300, 138-4.400, 13-4.423, 138-4.424, 138-4.426, 138-4.436, 138-4.439, 138-4.440, 138-5.202, 138-6.303, 138-7.105, 138-7.107, 138-8.200, 138-9.205 and 138-11.302 and Chapter 1 Article 10 of Chapter 138, Zoning, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to clarify language related to discretionary decisions, allow personal service businesses in the O-1 District, to clarify requirements related to State licensed residential facilities, to confirm to State regulations for outdoor play areas at child care centers, to clarify regulations related to floor area requirements for assisted living and convalescent/nursing facilities, to add regulations for the temporary outdoor display and sale of goods, to adjust the nomenclature of items in the Planned Unit Development process, to change hotels from a permitted to a conditional use in the FB-3 Overlay District, to clarify regulations for accessory structures and to ensure consistency across various ordinance sections; to repeal conflicting or inconsistent ordinances, and prescribe a penalty for violations

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Suppl Presentation 060418.pdf](#)  
[Ordinance.pdf](#)  
[Memo Kapelanski 051118.pdf](#)  
[Staran Letter 121517.pdf](#)  
[Minutes PC 051518.pdf](#)  
[PHN OP 051518.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Kristen Kapelanski**, Planning Manager, reviewed the proposed Ordinance changes, highlighting the following:

- Nomenclature adjustments for conditional use and PUD
- Site plan approval & conditional use updated to incorporate discretionary standards
- Personal service added to O-1
- Size requirements for outdoor play areas modified to refer to State standards
- Floor area clarified for nursing homes and assisted living facilities
- Include provisions for the temporary outdoor display and sales of goods ('tent sales')
- Home occupation references removed from state licensed residential facilities
- Hotels changed to conditional use in FB-3 District
- Accessory structures amended to address implementation and enforcement concerns
- Fence provisions removed from City Code
- Sign ordinance amended to address implementation concerns

**President Tisdell** noted that the Ordinance amendment was unanimously recommended by the Planning Commission.

**Dr. Bowyer** questioned whether a proposed hotel will now always have to come before Council for approval.

**Sara Roediger**, Planning and Economic Development Director, responded that they are a permitted use in industrial areas.

**Dr. Bowyer** questioned whether the requirement for a bond for a roadside stand was removed from the Ordinance, as it could be deemed a burden for the stand operators.

**Ms. Kapelanski** responded that it was.

**A motion was made by Bowyer, seconded by Kubicina, that this matter be Accepted for First Reading by Resolution. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

**Resolved**, that an Ordinance to amend Sections 138-2.101, 138.2.200, 138-2.203, 138-2.302, 138-4.300, 138-4.400, 13-4.423, 138-4.424, 138-4.426, 138-4.436, 138-4.439,

138-4.440, 138-5.202, 138-6.303, 138-7.105, 138-7.107, 138-8.200, 138-9.205 and 138-11.302 and Chapter 1 Article 10 of Chapter 138, Zoning, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to clarify language related to discretionary decisions, allow personal service businesses in the O-1 District, to clarify requirements related to State licensed residential facilities, to confirm to State regulations for outdoor play areas at child care centers, to clarify regulations related to floor area requirements for assisted living and convalescent/nursing facilities, to add regulations for the temporary outdoor display and sale of goods, to adjust the nomenclature of items in the Planned Unit Development process, to change hotels from a permitted to a conditional use in the FB-3 Overlay District, to clarify regulations for accessory structures and to ensure consistency across various ordinance sections; to repeal conflicting or inconsistent ordinances, and prescribe a penalty for violations is hereby accepted for First Reading.

- 2018-0223** Request for Acceptance for First Reading - an Ordinance to delete Section 84-6 Fences of Chapter 84 Property Maintenance Code and amend Sections 134-4, 134-5, 134-6, 134-7 and 134-9 of Chapter 134 Signs of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to delete language related to fencing that has since been moved to the Zoning Ordinance and clarify regulations related to signs, repeal conflicting or inconsistent ordinances, and prescribe a penalty for violations

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[Memo Kapelanski - description of amendments 05-11-18.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Kristen Kapelanski**, Manager of Planning, explained that the fence provisions are being removed from Chapter 84. She noted that changes to Chapter 134, Signs, were made to address implementation issues encountered with the new Sign Ordinance.

**Ms. McCardell** questioned why fence standards were being removed.

**Ms. Kapelanski** responded that the standards were moved to the Zoning Ordinance in early 2018, and their removal was to address their inclusion in two different places.

**A motion was made by Bowyer, seconded by Deel, that this matter be Accepted for First Reading by Resolution. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

**Resolved**, that an Ordinance to delete Section 84-6 Fences of Chapter 84 Property Maintenance Code and amend Sections 134-4, 134-5, 134-6, 134-7 and 134-9 of Chapter 134 Signs of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to delete language related to fencing that has since been moved to the Zoning Ordinance and clarify regulations related to signs, repeal conflicting or inconsistent ordinances, and prescribe a penalty for violations is hereby Accepted for First Reading.

- 2018-0222** Request for Acceptance for First Reading to amend Section 2-275 of Article VI, Purchasing, of Chapter 2 Administration, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to increase the Mayor's Purchasing authority limit, and repeal conflicting ordinances

Attachments: [060418 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, and **Lisa Cummins**, Purchasing Manager, were in attendance.

**Mr. Snyder** noted that the existing Purchasing Ordinance was adopted in 1999 and currently allows City Staff to make purchases and enter into contracts up to \$1,000 without competitive quotes. He explained that purchasing power has eroded due to inflation, and the Consumer Price Index calculated at \$1,000 in 1999 is now calculated to be \$1,500 today. He stated that the threshold is proposed to increase from \$1,000 to \$2,000 to provide operational flexibility for several years to come.

**Ms. McCardell** questioned why \$1,500 is not proposed as a threshold.

**Mr. Snyder** responded that increasing it to \$2,000 should allow this amount to remain in place for another 20 years. He pointed out that Fiscal and Purchasing Staff review purchases on a day-to-day basis, and he noted that the change would allow crews to have the ability to act and react as needed. He mentioned that the same thresholds and review requirements are in existence for all City purchases.

**Mayor Barnett** stated that the Administration wants to be comfortable with the change for a few years going forward. He noted that this is one of the top issues among directors, and he pointed out that there are tight constraints on the City's budget. He explained that challenges arise in the field when an item is required that is \$1,200, and three quotes and an evaluation must be completed, holding up a project or repair. He mentioned that Allen Schneck, Public Services Director, and his staff have been pushing for this change; and he noted that his own office has encountered the limit when securing chairs for an event.

**Dr. Bowyer** pointed out that there is employee time involved in securing quotes, and noted that the change will likely save the City money.

**Ms. Cummins** responded that for the most part employees will still use existing Blanket Purchase Orders in place. She explained that this will affect one-time occurrences in the field and will allow for a purchase without waiting to get in contact with Purchasing staff. She stated that Purchasing staff still review and monitor all purchases, and can make recommendations.

**A motion was made by Bowyer, seconded by Deel, that this matter be Accepted for First Reading by Resolution. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

**Resolved**, that an Ordinance to amend Sections 2-275 of Article VI, Purchasing, of Chapter 2 Administration, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan to increase the Mayor's Purchasing authority limit, and repeal conflicting ordinances is hereby Accepted for First Reading.

## ORDINANCE FOR ADOPTION

**2018-0199** Request for Acceptance for Second Reading and Adoption - An Ordinance to amend Sections 54-741 through 54-745 of Article XII, Utilities, of Chapter 54, Fees, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to modify water and sewer rates and fees, repeal conflicting Ordinances, and prescribe a penalty for violations

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[052118 Agenda Summary.pdf](#)  
[WSTRC - Water Rate Recommendation.pdf](#)  
[052118 Resolution \(Draft\).pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, recapped the proposed water rate changes which will become effective July 1, 2018 if accepted. He noted that the Water and Sewer Technical Review Committee unanimously recommended the changes at their meeting on May 2, 2018.

He highlighted the changes, noting that the typical water and sewer user will see their bill increase by 2.6 percent. He stated that this percentage is the anticipated change over the next three to four year period. He explained that the rates will become effective on July 1, 2018, and notice will be published in the Oakland Press on June 10, 2018.

**President Tisdell** noted that any deficiency in water rates must be made up the next year, and any overcorrections are given back. He explained that the rates must cover capital expenses and depreciation rates of all equipment.

**Mr. Snyder** responded that the fund has a target balance to maintain and rates are set to maintain that balance.

**Dr. Bowyer** noted that she was asked whether water used prior to July 1 would be billed at the previous rate.

**Mr. Snyder** responded that it would, and water used after July 1 would be at the new rate.

**A motion was made by Bowyer, seconded by Deel, that this matter be Accepted for Second Reading and Adoption by Resolution. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

Enactment No: RES0142-2018

**Resolved**, that an Ordinance to amend Sections 54-741 through 54-745 of Article XII, Utilities, of Chapter 54, Fees, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to modify water and sewer rates and fees, repeal conflicting



Ordinances, and prescribe a penalty for violations is hereby Accepted for Second Reading and Adoption and shall become effective on Sunday, July 1, 2018, following its publication in the Oakland Press on Sunday, June 10, 2018.

- 2018-0204** Request for Acceptance for Second Reading and Adoption - An Ordinance to amend Section 102-91 of Chapter 102 Utilities, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to increase late payment charges and authorize conditional waiver of such charges, repeal conflicting Ordinances, and prescribe a penalty for violations

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Suppl Ordinance \(Revised\).pdf](#)  
[052118 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[WSTRC - Late Penalty Changes.pdf](#)  
[052118 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, stated that the Water and Sewer Technical Review Committee discussed potential changes to the late fee at its meeting on May 2, 2018. He explained that a survey of ten communities yielded late fees charged from five to ten percent, and he noted that the City currently charges two percent. He stated that the Committee recommends increasing the fee to five percent to be more in line with the lower fees charged by neighboring communities, with the goal of encouraging timely water and sewer bill payments. He pointed out that the proposed amendment allows for the potential for waiving the penalty charge if a customer successfully signs up for automatic payment. He explained that the payment would be deducted on the due date, and a notice would be sent 30 days prior with the billing amount and date due. He stated that automatic payment is free for customers, and information and enrollment forms are available on the City's website. He encouraged any customer having difficulties paying a water and sewer bill to contact the City to make payment arrangements, and he pointed out that there is currently no authority to waive a late fee for any reason. He stated that the Ordinance would become effective on July 1, 2018, after it is published in the Oakland Press on June 10, 2018.

**President Tisdell** stated that the intent is to push for a timely payment of all water and sewer bills. He noted that the City would be open to anyone in distress.

**Ms. McCardell** noted that she did not vote for the proposed amendment at the Committee meeting, and commented that charging customers who cannot pay their bills a late fee will not help them pay. She stated that she would have liked to have seen a more creative incentive to encourage timely payment.

**President Tisdell** noted that the City has been amenable to agreements with individuals.

**Mr. Deel** noted that the City must still pay for the water even if a customer does not pay.

**Ms. McCardell** pointed out that the amount owing is placed on the tax rolls.

*Mr. Snyder* responded that while it is placed on the tax rolls, there is a time gap. He explained that the delinquent tax roll goes to the County in September of each year, with reimbursement in March of the following year.

*Ms. McCardell* noted that the bill still is paid.

**A motion was made by Deel, seconded by Kubicina, that this matter be Accepted for Second Reading and Adoption by Resolution. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

Enactment No: RES0143-2018

**Resolved**, that an Ordinance to amend Section 102-91 of Chapter 102 Utilities, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to increase late payment charges and authorize conditional waiver of such charges, repeal conflicting Ordinances, and prescribe a penalty for violations is hereby Accepted for Second Reading and Adoption, and shall become effective on Sunday, July 1, 2018, following its publication in the Oakland Press on Sunday, June 10, 2018.

**2018-0221**

Request for Acceptance for Second Reading and Adoption - An Ordinance to add new Section 46-65 to Article III, Litter, of Chapter 46, Environment, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to designate violations as Municipal Civil Infractions, to repeal conflicting or inconsistent Ordinances, and to prescribe a penalty for violations

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[052118 Agenda Summary.pdf](#)  
[052118 Resolution \(Draft\).pdf](#)  
[Resolution \(Draft\).pdf](#)

*Ann Christ*, City Attorney, noted that the offense of littering is currently a misdemeanor, punishable by a \$500 fine and 90 days in jail. She stated that the proposed Ordinance will decriminalize littering, making it a civil infraction.

*President Tisdell* commented that this change will provide additional flexibility in enforcement.

*Vice President Morita* stated that this issue came to light due to resident complaints from the aftermath of fireworks debris being deposited on neighboring properties. She explained that deputies were not likely to write a misdemeanor ticket after the fact. She noted that the issue was brought to her attention by resident Terry Stephens.

*Mr. Deel* stated that State Law prevents the City from regulating fireworks; however, concerns can be addressed through the littering ordinance. He commented that he was surprised to see littering is a misdemeanor in the City's ordinance, as he is aware that many officers are unlikely to write a ticket as a misdemeanor offense as the burden of proof is high. He noted that this is the right move for the City and brings the City's ordinances in line with other municipalities.

A motion was made by Morita, seconded by Deel, that this matter be Accepted for Second Reading and Adoption by Resolution. The motion carried by the following vote:

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

Enactment No: RES0144-2018

**Resolved**, that an Ordinance to add new Section 46-65 to Article III, Litter, of Chapter 46, Environment, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to designate violations as Municipal Civil Infractions, to repeal conflicting or inconsistent Ordinances, and to prescribe a penalty for violations is hereby Accepted for Second Reading and Adoption and shall become effective on Monday, June 11, 2018 following its publication in the Oakland Press on Sunday, June 10, 2018.

## PLANNING AND ECONOMIC DEVELOPMENT

**2018-0173** Request for Preliminary Site Condominium Plan Approval - Cumberland Village, a proposed 57-unit site condo development on approximately 23 acres, located on the east side of Livernois, south of Hamlin, zoned R-3 One Family Residential with a MR Mixed Residential Overlay; Lombardo Homes, Applicant

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Suppl Presentation 060418.pdf](#)  
[Map aerial.pdf](#)  
[Staff Report Prelim. 051518.pdf](#)  
[EIS.pdf](#)  
[Review Comments.pdf](#)  
[Response Letter 050218.pdf](#)  
[Ltr to neighbors with proposed layout 081717.pdf](#)  
[Site Plans.pdf](#)  
[Colored Site Plan.pdf](#)  
[Floor Plans-Elevations.pdf](#)  
[Minutes PC 051518.pdf](#)  
[PHN PSCP 051518.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Kristen Kapelanski**, Manager of Planning, reviewed the Cumberland Village development proposed to be located east of Livernois and south of Hamlin. She noted that the development is proposed under the R-3 provision, which allows for some variation. She pointed out that there are no regulated natural features on the parcel, and the development is in complete compliance with all Ordinance provisions. She stated that staff and the Planning Commission recommend approval. She mentioned that the developer has agreed to place shrubs along the east property line.

**Greg Windingland**, Lombardo Homes, mentioned that two of the street names in the development honor two long-time retired City employees, Ed Leafdale and Bob Lemon. He stated that Memorial Drive is given that name in honor of Mr. Leafdale's work on Veterans Memorial Pointe.

**President Tisdell** pointed out that sidewalks are incorporated, and the density is well within or under the limits of the applicable zoning.

**Dr. Bowyer** commented that the developer is doing a nice job with Cumberland Pointe; however, the proposed development appears to return to the 1950s and 1960s with its dense format. She noted that Planning Commissioners asked for open areas. She stated that her subdivision is located behind the proposed development, and has 22 acres of open space. She noted that she would not support this plan without an open space.

**Vice President Morita** questioned where the sidewalks would be located.

**Ms. Kapelanski** responded that they are along Leafdale Circle.

**Vice President Morita** noted that the Planning Commission had a vibrant and heated discussion on whether a subdivision of this size would need an open space and how often it would be used. She commented that while she understands Dr. Bowyer's perspective, she did not believe it was necessary for a sub of this smaller size to have open space. She stated that they are getting sidewalks, and she commented that she sees families using them much more. She noted that if this were a larger sub with more homes, she would see a desire for open space. She commented that it appears to be a nice product coming in.

**Dr. Bowyer** stated that young families will not stay as they will not have a place to congregate and have a community. She pointed out that parks in the surrounding neighborhoods are used all of the time. She noted that Vice President Morita is close to Innovation Hills; however, this proposed development does not have parks in close proximity. She commented that the development is going back to the 1950s and 1960s.

**President Tisdell** stated that incremental lots are where a developer builds his profit. He commented that it is almost counterintuitive that while everyone likes open spaces and commons areas, density actually inhibits sprawl. He noted that this is a dilemma that urban planners are faced with, and he stated that there was a compromise position and discussion within the Planning Commission.

**Mr. Deel** noted that he has lived in two different neighborhoods in Rochester Hills, and his preference was the neighborhood that had at least two parks. He commented that while his current neighborhood has some parks and trails, at the end of the day it does not drive his motivation to live there. He stated that the market will dictate whether these homes are desirable, and he questioned whether the developer knows that there is a market for this type of home.

**Mr. Windingland** responded that the company has done extensive market research in Rochester Hills. He pointed out that a development underway on John R has 30 home sites with no open space. He noted that the customer who will purchase in this development will want a playset in their backyard. He stated that he respects Council Members' thoughts and opinions, and noted that they have developed communities that have open spaces for those customers who want them. He pointed out that there is a financial impact and an impact on the homeowners' association to have open space.

*Dr. Bowyer questioned what this homeowners' association would be responsible for.*

*Mr. Windingland responded that there is a small amount of open space at the entrance to the development as well as a stormwater detention pond to maintain. He pointed out that the roads will be private. He stated that there will be monthly fees.*

*Dr. Bowyer questioned whether the developer would consider an open space if the homes are not selling well.*

*Mr. Windingland responded that they would consider looking at open space if sales were struggling. He mentioned that Cumberland Pointe is a part of the Cranbrook Custom Home Division, and that sales were expected to take a couple of years for that development. He stated that this is more of a production series, with home sales expected at 2-1/2 units per month.*

*Ms. McCardell pointed out that these homes will start out priced at around \$380,000.*

*Mr. Windingland responded that this was the original estimate. He mentioned that Bloomer Woods was expected to be priced in the low \$300,000s; however, the lowest has actually been \$406,000 to \$409,000. He stated that this development might be slightly higher than estimated.*

*Ms. McCardell questioned whether these homes are comparable to other homes in the area.*

*Mr. Windingland responded that they are.*

**A motion was made by Morita, seconded by Deel, that this matter be Adopted by Resolution. The motion carried by the following vote:**

**Aye** 5 - Deel, Kubicina, McCardell, Morita and Tisdell

**Nay** 1 - Bowyer

**Absent** 1 - Hetrick

Enactment No: RES0145-2018

Resolved, that the Rochester Hills City Council hereby approves the Preliminary Site Condominium Plan for Cumberland Village, a 57-unit site condo development on approximately 23 acres, located on the east side of Livernois, south of Hamlin, zoned R-3, One Family Residential with a MR Mixed Residential Overlay, Parcel Nos. 15-27-101-006 to -011, -030, -040, and -041, Lombardo Homes, Applicant, based on plans dated received by the Planning and Economic Development Department on April 10, 2018 with the following findings and conditions.

Findings:

1. Upon compliance with the following conditions, the proposed condominium plan meets

all applicable requirements of the zoning ordinance and one-family residential detached condominium ordinance.

2. Adequate utilities are available to properly serve the proposed development.
3. The preliminary plan represents a reasonable street layout.
4. The Environmental Impact Statement indicates that the development will have no substantially harmful effects on the environment.
5. The proposed project will be accessed from two entrances from Livernois, thereby promoting the safe flow of vehicular traffic both within the site and on the adjoining street. Paths have been incorporated to promote the safety and convenience of pedestrian traffic.
6. Remaining items to be addressed on the plans may be incorporated on the final condominium plan without altering the layout of the development.

Conditions:

1. Provide all off-site easements and agreements for approval by the City prior to issuance of a Land Improvement Permit.
2. Provide landscape bond for landscaping, replacement trees, and irrigation in the amount of \$74,261.00, prior to issuance of a Land Improvement Permit.
3. Payment of \$11,400 into the tree fund for street trees prior to issuance of a Land Improvement Permit.
4. Approval of all required permits and approvals from outside agencies.
5. Address all applicable comments from other City departments and outside agency review letters, prior to final approval by staff.
6. Submittal of By-Laws and Master Deed for the condominium association along with submittal of Final Preliminary Site Condo Plans.
7. Provide modified plans showing the center left turn lane at the northern entrance, along with Final Site Condo Plan submittal.
8. Add trees/shrubs along the eastern property line of the adjacent subdivision(s) to discourage cut-through traffic to Hamlin Ct., along with Final Site Condo Plan submittal.

## **PUBLIC COMMENT for Items not on the Agenda**

*None.*

## **CONSENT AGENDA**

All matters under Consent Agenda are considered to be routine and will be enacted by one motion, without discussion. If any Council Member or Citizen requests discussion of an item, it will be removed from Consent Agenda for separate discussion.

**2018-0227** Approval of Minutes - City Council Regular Meeting - May 21, 2018

**Attachments:** [CC Min 052118.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0146-2018

**Resolved**, that the Minutes of a Rochester Hills City Council Regular Meeting held on May 21, 2018 be approved as presented.

- 2018-0197** Request for Acceptance of the Watermain Easement granted by Rochester Community Schools, a Public School District within the State of Michigan, for Hampton Elementary School

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Watermain Easement.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0147-2018

**Resolved**, that the Rochester Hills City Council, on behalf of the City of Rochester Hills, hereby accepts the watermain easement from Rochester Community Schools, a Public School District within the State of Michigan, whose address is 501 W. University Drive, Rochester, MI 48307, for the construction, operation, maintenance, repair and/or replacement of a watermain over, on, under, through and across land more particularly described as for Parcel No. 15-26-126-001, for Hampton Elementary School.

**Further Resolved**, that the City Clerk is directed to record the easement with the Oakland County Register of Deeds

- 2018-0226** Request for Purchase Authorization - DPS/FLEET: Blanket Purchase Order for Freightliner and Sterling heavy duty truck parts in the total not-to-exceed amount of \$54,000.00 through June 30, 2021; Wolverine Freightliner Eastside, Mt. Clemens, MI

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0148-2018

**Resolved**, that the Rochester Hills City Council hereby authorizes a Blanket Purchase Order for Freightliner and Sterling heavy duty truck parts to Wolverine Freightliner Eastside, Mt. Clemens, Michigan in the total not-to-exceed amount of \$54,000.00 through June 30, 2021.

- 2018-0225** Request for Approval of Fireworks Display Permit Application for the Festival of the Hills event, to be held at Borden Park on Wednesday, June 27, 2018

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Fire Department Memo.pdf](#)  
[Rochester Hills Site 2018.pdf](#)  
[Rochester Hills Fest of the Hills Permit Application 18 Signed.pdf](#)  
[Rochester Hills Pyrotechnic Application Procedure Form Letter 18.pdf](#)  
[2018 ATF LOA.pdf](#)  
[WFDI-2018 BATFE License.pdf](#)  
[Rochester Hills Insurance Certificate 18.pdf](#)  
[Rochester Hills Auto Insurance 18.pdf](#)  
[Rochester Hills Additional Insured 18.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0149-2018

**Whereas**, Wolverine Fireworks Display, Inc. of Kawkawlin, Michigan has been selected through a competitive bid process for their safety record and the size of their show; and

**Whereas**, Wolverine Fireworks Display, Inc. has provided the necessary insurance with the City of Rochester Hills named as also insured; and

**Whereas**, the Rochester Hills Fire Department has no objection to the issuance of a fireworks permit provided their safety procedures are followed;

**Therefore, Be It Resolved**, that the Rochester Hills City Council does hereby approve a permit for Wolverine Fireworks Display, Inc. of Kawkawlin, Michigan to provide a fireworks display for the Festival of the Hills event at Borden Park on Wednesday, June 27, 2018.

**2018-0232** Request for Adoption of Resolution Authorizing the Parks & Natural Resources Director to be the Agent for the City of Rochester Hills for Oakland County's West Nile Virus Fund Program

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0150-2018

**Whereas**, upon the recommendation of the Oakland County Executive, the Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages, and townships in addressing mosquito control activities; and

**Whereas**, Oakland County's West Nile Virus Fund Program authorizes Oakland County cities, villages, and townships to apply for reimbursement of eligible expenses incurred in connection with personal mosquito protection measures/activity, mosquito habitat eradication, mosquito larviciding, or focused adult mosquito insecticide spraying in designated community green areas; and

**Whereas**, the City of Rochester Hills, Oakland County, Michigan, has or will incur expenses in connection with mosquito control activities believed to be eligible for reimbursement under Oakland County's West Nile Virus Fund Program;

**Now, Therefore, Be It Resolved**, that the City Council of Rochester Hills authorizes and directs its Parks & Natural Resources Director, as agent for the City of Rochester Hills, to request reimbursement of eligible mosquito control activity under Oakland County's West Nile Virus Fund Program.



- 2018-0231** Request to Amend the Green Space Advisory Board (GSAB) Bylaws and Rules of Procedure

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Bylaws Amended.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0151-2018

**Whereas**, the Green Space Advisory Board (GSAB) has reviewed its Bylaws and Rules of Procedure at its Regular Meeting of March 27, 2018; and

**Whereas**, GSAB has made suggested changes to appropriate Articles relevant to non-voting ex-officio members, as well as updating the department name to Parks & Natural Resources;

**Now Therefore Be It Resolved**, that the Rochester Hills City Council hereby approves the proposed amendments to the GSAB Bylaws and Rules of Procedure as presented.

- 2018-0224** Request for Purchase Authorization - FIRE: Purchase of twelve (12) automated external defibrillators (AED), one (1) automatic chest compression device and one (1) cardiac monitor in the amount of \$91,987.72; Physio-Control, Inc., Redmond, WA

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0152-2018

**Resolved**, that the Rochester Hills City Council hereby authorizes the purchase of twelve (12) automated external defibrillators (AED), one (1) automatic chest compression device and one (1) cardiac monitor to Physio-Control, Inc., Redmond, Washington in the amount of \$91,987.72.

### **Passed the Consent Agenda**

**A motion was made by Morita, seconded by Bowyer, including all the preceding items marked as having been adopted on the Consent Agenda. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

**(Ms. McCardell exited at 8:11 p.m. and re-entered at 8:14 p.m.)**

## LEGISLATIVE & ADMINISTRATIVE COMMENTS

**Dr. Bowyer** reported that she, Mr. Deel and Mr. Hetrick's wife participated in the OPC 5K benefitting Meals on Wheels last Saturday. She announced the following activities and events:

- Rochester Hills Government Youth Council 5K set for June 16, 2018 at Bloomer Park.
- Paint Creek Trail Labor Day Bridge Walk on September 3, 2018.
- Michigan Ovarian Cancer Alliance Wheels and Teal 5K on September 15, 2018 at the Village of Rochester Hills.
- Brooksie Way on September 23, 2018 starting at Meadow Brook.
- Run the Fairway at Pine Trace on November 11, 2018 at 8:00 a.m.
- Outdoor Engagement activities:
  - \* Some openings remain for the Cookout on July 12, 2018.
  - \* Other events include Fishing for Beginners, Kayaking, and Great Thinkers.

Registration is coordinated through the Parks and Natural Resources Department.

- No-Haz Collection is June 23, 2018 from 8:00 a.m. to 2:00 p.m. Rochester Hills residents can drop off their hazardous materials for \$10 per car. Visit Lot 37 at Oakland University off of Pioneer Road near Squirrel.

She noted that the Hamlin Road construction west of Adams will begin soon. Anyone interested may begin receiving notifications by email by requesting them from [swsutton@nfe-engr.com](mailto:swsutton@nfe-engr.com).

**Mr. Deel** noted that he was at the Townsend Hotel earlier this evening for the Oakland County Bar Association's 84th Annual meeting, where his wife Melinda Deel was sworn in for her third term on the Board of Directors. He apologized for being a few minutes late to the Council Meeting.

**Mr. Kubicina** reported that the Memorial Day Service at Veterans Memorial Pointe was a moving experience.

**City Clerk Tina Barton** acknowledged Christine Wissbrun, Administrative Associate, who is attending the National Notary Conference in Las Vegas as a speaker. She noted that Ms. Wissbrun is the only speaker at the conference representing a municipality. She mentioned that a few years ago Ms. Wissbrun was named one of the top four notaries in the country.

She noted that nine of the City's 32 voting precincts must be relocated for the August primary election due to construction in the schools. She announced that letters went out to voting households in the affected precincts. She listed the following changes for August:

- Precincts 16 and 20, normally located at Brooklands, will vote at the DPS Facility on Auburn Road.
- Precincts 18, 25 and 29, normally located at Adams High School, will vote at Rochester High School.
- Precinct 19, normally located at Long Meadow, will vote at Stoney Creek High School.
- Precincts 32 and 32, normally located at Hart Middle School, will vote at Stoney Creek High School.

- Precinct 28, normally located at Hampton Elementary, will vote at Holy Family Regional School behind St. Mary's Church.

She stated that 14,500 letters were sent out to those impacted, and noted that press releases will be forthcoming. She stated that anyone eligible for an absentee ballot may wish to request one for this election to see how the process works.

**Mayor Barnett** noted that an article appeared in Sunday's Oakland Press regarding population growth, and he stated that Rochester Hills was the second fastest growing community in 2016 and 2017, behind only Lyon Township. He commented that it is incumbent upon officials to continue to work with traffic and other population concerns, and he noted that it is less of a concern than a mass exodus would be. He stated that the City appreciates and welcomes all new residents. He made the following announcements:

- He thanked those who helped put together the Memorial Day remembrance ceremony, and thanked Ms. McCardell for her military service. He noted that there was discussion regarding bringing back the Memorial Day Parade in a future year. He reported that approximately 450 people were in attendance, and welcomed a flyover.
- He reported that Paddlepalooza had a great turnout on Saturday, with approximately 125 kayakers and canoers participating. He mentioned that he participated with his son and noted that it was his son's 14th birthday. He thanked the public safety officers for helping.
- The Festival of the Hills is set for June 27, 2018. Over \$80,000 has been received through successful fund raising efforts, which is enough to cover the show.
- Ripple is the new mascot to remind residents to stagger the start of their automatic watering systems to times other than the top of the hour. Residents can smooth out the peak usage by drawing down water at different times.
- He noted a story reported on the local news regarding flooding at a veteran's grave in a local private cemetery. He commented that he is proud of the City's DPS team for locating the problem, which was found on private property and not the City's fault. He stated that the mother of the veteran was grateful to have someone listen to her and help.
- He noted a follow-up to the report of possible water contamination at Van Hoosen Middle School, and noted that DPS staff Tracey Balint, Paul Davis, and Allan Schneck tested the water themselves, coordinating with the schools to pull multiple samples and having 81 tests in all run by a certified location in Livonia. A press conference was held the next day at the City offices with testing expert Dr. Jeffery Raymond who noted that no contamination levels of any concern were found. He mentioned that following the testing, Dr. Raymond visited the science class that had undertaken the original experiment to speak to the students on how testing works and how to take proper samples. He commented that it was a great learning experience. He stated that the City received a letter from the school district thanking the City's team for their efforts.

## ATTORNEY'S REPORT

**City Attorney Ann Christ** had nothing to report.

## NOMINATIONS/APPOINTMENTS

**2018-0213** Request to Confirm the Mayor's Reappointment of Ernest Colling, Jr. and Ken Krajewski to the Advisory & Traffic Safety Board, each for a three-year term to expire June 30, 2021

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Colling CQ.pdf](#)  
[Krajewski CQ.pdf](#)  
[Resolution \(Draft\).pdf](#)

**President Tisdell** noted that Ernest Colling Jr. has been on the Advisory Traffic and Safety Board for over 30 years.

**Mayor Barnett** commented that he has served for the entirety of the Board's existence. He stated that he has his full faith and confidence in both individuals proposed for reappointment.

**Mr. Kubicina** stated that both Mr. Colling and Mr. Krajewski do an excellent job.

**A motion was made by Deel, seconded by Bowyer, that this matter be Adopted by Resolution. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

Enactment No: RES0153-2018

**Resolved**, that the Rochester Hills City Council hereby confirms the Mayor's reappointment of Ernest Colling, Jr. and Ken Krajewski to the Advisory & Traffic Safety Board, each for a three-year term to expire June 30, 2021.

## NEW BUSINESS

**2017-0172** Request for Purchase Authorization - PARKS/MUSEUM: Increase to the project budget for phase II of the Museum's Exhibit Design, Fabrication and Installation Services in the amount of \$254,745.00 for a new not-to-exceed amount of \$329,745.00; Flutter and Wow Museum Projects, Ann Arbor, MI

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Flutter and Wow Proposed Fabrication Costs Individual Exhibits.pdf](#)  
[Phase II Proposed Design Elements Reduced File Size.pdf](#)  
[041717 Agenda Summary.pdf](#)  
[Proposal Tabulation.pdf](#)  
[041717 Resolution \(Draft\).pdf](#)  
[Resolution \(Draft\).pdf](#)

**Ken Elwert**, Parks and Natural Resources Director, and **Pat McKay**, Museum Manager, were in attendance.

**Mr. Elwert** stated that tonight's request will increase the amount going forward for Flutter and Wow to complete the exhibit project. He noted that the Museum is at approximately 60 percent in private fund raising and also is pursuing grant

funds. He credited Mr. McKay and the Museum Foundation Board for their fund raising efforts. He commented that this is a legacy project which will last for a long time, and he requested Council consider \$100,000 in support for a fund transfer.

**Mr. McKay** noted that Council was asked in April of last year to allow the Museum to hire Flutter and Wow, and he explained that private donations were able to cover the design phase. He highlighted the success of the recent PBS Movie on the farm family, and stated that it has resulted in a huge influx of attendance by those wanting to know more about the family. He pointed out that the current exhibits do not feature the family, and the Museum wanted to reevaluate how it tells its story. He mentioned that the current exhibits have been in place for 20 years and noted that there is much advancement in technology and social media. He added that the buildings have been put to different uses over the years and many areas are now multipurpose space. He noted that the Museum strives to meet educational curriculum objectives for second, third and fourth grade. He stated that the exhibits will be generational.

**Vice President Morita** noted that she sits on the Museum Foundation Board and stated that the proposed exhibits will get individuals of every age involved. She commented that approval will allow the project to move forward, and hopefully grant funding will follow. She noted that the first \$75,000 came from Community Foundation funds.

**Ms. McCardell** commented that she met Mr. McKay a few months ago and noted his passion and leadership ability as well as his vision for the farm's future. She stated that she fully supports the project.

**Mr. Deel** stated that his children are in fourth grade and have been to the Farm for four different field trips. He commented that he has been very impressed with the way that the Museum tells the city's story and expressed his support.

**Mr. McKay** commented that each grade level has a different curriculum. He stated that not many one-room schoolhouses have iPads.

**A motion was made by Morita, seconded by McCardell, that this matter be Adopted by Resolution. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

Enactment No: RES0154-2018

**Resolved**, that the Rochester Hills City Council hereby authorizes an increase to the project budget for phase II of the Museum's Exhibit Design, Fabrication and Installation Services project to Flutter and Wow Museum Projects, Ann Arbor, Michigan in the amount of \$254,745.00 for a new not-to-exceed amount of \$329,745.00 and further authorizes the Mayor to execute the contracts on behalf of the City.

**Further Resolved**, that the City's acceptance of the proposal and approval of the award of a contract shall be contingent and conditioned upon the parties' entry into and execution of a written agreement acceptable to the City.

**2018-0237** Request for Approval of the submission of a grant application to Michigan Council For Arts and Cultural Affairs for Exhibit Fabrication at the Rochester Hills Museum at Van Hoosen Farm

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Application Complete.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Ken Elwert**, Parks and Natural Resources Director, stated that the Museum has submitted for an artistic recognition grant to help defray the costs of the Museum Exhibit Project.

**A motion was made by Morita, seconded by Bowyer, that this matter be Adopted by Resolution. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

Enactment No: RES0155-2018

**Whereas**, Phase I design work has been completed and exhibit design ideas were presented to the Museum Foundation Board in February 2018; and

**Whereas**, our new exhibits will create an outstanding opportunity for the Rochester Hills Museum to promote our story.

**Be it Resolved**, that Rochester Hills City Council does hereby support the application for a grant to Michigan Council For Arts and Cultural Affairs for Exhibit Fabrication at the Rochester Hills Museum at Van Hoosen Farm;

**Further Resolved**, that the Mayor or his designee is authorized to execute the application on behalf of the City.

**2018-0228** Strategic Planning Technical Review Committee's Recommendation to City Council

**Attachments:** [060418 Agenda Summary.pdf](#)  
[2019 City Council Strategic Goals & Objectives.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, reported that the Strategic Planning Technical Review Committee met to discuss strategic goals for 2019. He noted that the goals provide important feedback for City staff in the development of a three-year budget and action plan for accomplishing the goals.

**Public Comment:**

**Lee Zendel**, 1575 Dutton, noted that a line item under Objective No. 7 now highlights the adverse impacts of wildlife in the City. He quoted from an Ann Arbor deer report which highlighted the success of their culling activity. He commented that the deer population can only be solved in two ways, in hoping for more collisions with vehicles or by a contract for professional culling.

**President Tisdell** responded to Mr. Zendel, noting that the City culls deer with vehicle collisions at great expense. He commented that until there is a push by

more residents to increase the Deer Management Advisory Committee's (DMAC) budget, nothing more will be done. He pointed out that trend lines are relatively stable if not falling, and stated that unless there is more of an outcry by residents, the current program will continue.

**Mr. Kubicina** stated that he has invited Mr. Zendel to attend the next DMAC meeting. He noted that the City tried a culling program in 2009 and did not feel it was successful in this urban/suburban environment.

**Mayor Barnett** mentioned that the State Legislature has opined and passed legislation that limits what municipalities can do outside of the Michigan Department of Natural Resources' control. He noted that the Administration is watching Ann Arbor. He thanked the Strategic Planning Committee for adding the Administration's proposal regarding workforce.

**President Tisdell** noted that the City's priorities reflect the Strategic Planning Committee. He stated that he serves on the Strategic Planning Committee along with Vice President Morita and Mr. Deel, and he commented that the attention to detail, time and effort put into this document is significant.

**Ms. McCardell** expressed her appreciation to the Committee members and to Mr. Snyder for their time and effort. She stated that it is a guide to how the City is run.

**Vice President Morita** noted that the order of the goals were revised from last year. She highlighted the following changes:

- A goal of Public Safety previously was to increase the level of Fire and EMS Service. She noted that the City has reached that apex and has strategies to maintain the current level. She stated that a goal was added to address the Capital Fund.
- One of the big changes in Infrastructure Management is a new objective to review the condition of existing City facilities to ensure they are aesthetically pleasing and optimize administrative efficiency so both residents and employees feel valued. She mentioned that some of the City's fire stations did not provide good working conditions, and renovations were undertaken.
- Under Economic/Tax Base, a goal to support diversification of available housing stock including an encouragement of mixed-use properties was added to look toward other types of housing options to provide more affordability for residents. She mentioned downsizers or other families, and noted that employees that work in the City should be able to afford to live in the City.
- Under Community Trust, an objective was added to expand new development notification to ensure neighboring property owners are advised of proposals. She noted that new developments are now more of infill situations; and while those that meet the zoning ordinance may not require notification, it should be done.
- Under Effective Governance, the City has an Emergency Operating Plan which was implemented by Chief Canto when he first came to the City. She noted that Council should be made aware of the succession plan should the Mayor and Council President be away. The objective calls for an annual review and update of the Emergency Operating Plan by staff and City Council.

- Reference was changed from "deer" to "wildlife". She commented that in her neighborhood, problems with wildlife are occurring mostly because of human behavior.
- The Mayor's Office requested the addition of Goal #10, City Workforce. She stated that it builds into the compensation study undertaken last year and how it will be handled in the future. She noted that the objective is to retain talent and obtain great new talent.

**President Tisdell** stated that talent is valuable and cannot be wasted regardless of how it manifests itself.

**Ms. McCardell** commented that she is glad to see the workforce goal added as well. She noted that Mayor Barnett has done an amazing job in hiring staff; however, there may be a time when he leaves. She stated that it is important to strategize on how to keep the culture going.

**Dr. Bowyer** commented that residents do need to see that a plan is in place, and Council is proactive with an agenda that it would like to see for the city going forward.

**A motion was made by Deel, seconded by Morita, that this matter be Adopted by Resolution. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

Enactment No: RES0156-2018

**Resolved**, that the Rochester Hills City Council establish the following as its Fiscal Year 2019 Goals and Objectives:

**1. GOAL: PUBLIC SAFETY**

Protect the residents, businesses, and visitors of Rochester Hills by providing high quality public safety.

**Objective:** Continue to monitor Fire's Funding Structure.

**Objective:** Continue to examine current levels of police service for effectiveness and efficiency.

**Objective:** Implement strategies to maintain current level of Fire and EMS service.

**2. GOAL: INFRASTRUCTURE MANAGEMENT**

Provide reliable, safe, and effective infrastructure (roadways, utilities, buildings, etc...) throughout the City.

**Objective:** Implement a comprehensive storm water policy including a long term funding strategy.

**Objective:** Continue neighborhood storm water education programs (including HOA leadership).

**Objective:** Continue sump pump discharge inspection program (sanitary vs. storm drain).

**Objective:** Review condition of existing City facilities to ensure they are aesthetically pleasing and optimize administrative efficiency so that both our residents and employees feel valued.

**Objective:** Continue cross connection education program.



**3. GOAL: ECONOMIC / TAX BASE**

Retain investment, maintain the tax and employment base, support redevelopment, and uphold high property values in the City.

**Objective:** Continue to attract and retain businesses that focus on R&D and "High-Tech".

**Objective:** Continue to enforce policies and ordinances for the maintenance of existing residential and commercial buildings.

**Objective:** Support implementation of the Auburn Road Corridor Redevelopment Plan.

**Objective:** Support diversification of available housing stock, including the encouragement of mixed-use properties.

**4. GOAL: RECREATION, PARKS, CULTURAL**

Preserve the City of Rochester Hills' natural resources and recreational character.

**Objective:** Review the short and long-term needs of the Park system and provide a plan to meet those needs, including funding.

**Objective:** Examine alternate funding sources for park development.

**Objective:** Implement maintenance program of acquired Green Space and natural feature City owned property.

**5. GOAL: COMMUNITY TRUST & PARTICIPATION**

Promote effective communication between City Council, administration, residents, businesses, and visitors so that decisions reflect the community's desires and expectations.

**Objective:** Maintain and improve openness and transparency in conducting City business by way of cable broadcast and web cast of City Council meetings, and accessibility to City documents.

**Objective:** Expand new development notification to ensure that neighboring property owners are advised.

**Objective:** Utilize technology to further enhance communication with residents, and allow for online delivery of certain services.

**Objective:** Continue the policy of bi-annual public input via a community survey.

**Objective:** Involve youth in leadership growth and in the development of City's future by way of encouraging their participation on the Rochester Hills Government Youth Council.

**6. GOAL: FISCAL MANAGEMENT**

Establish policies for fiscal responsibility that ensure short and long-term prosperity through effective fiscal planning and efficient management of taxpayer assets.

**Objective:** Continue the policy of forecasting revenues, expenses, and critical factors for up to the next seven years on a rolling basis and begin strategic analysis of the years beyond.

**Objective:** Continue to provide a three-year budget plan.

**7. GOAL: COMMUNITY / NEIGHBORHOODS**

Protect the family-oriented community from adverse events and conditions by strategic planning and proactive management in all aspects of municipal governance.

**Objective:** Develop and implement a comprehensive notification system to alert residents of emergency situations.

**Objective:** Maintain and improve relationships with homeowner associations/neighborhoods to further neighborhood stability to make the community a

better place to live.

**Objective:** Continue to implement code enforcement/blight ordinance effectively to preserve existing neighborhoods.

**Objective:** Continue to evaluate and make recommendation(s) to reduce the adverse impact of wildlife population in the City, and educate HOA leadership and homeowners.

#### **8. GOAL: EFFECTIVE GOVERNANCE**

Provide clear policy direction to the administration for the execution of City programs and services to ensure the efficient use of taxpayer funds.

**Objective:** Promote cooperative purchases with other communities, i.e. MITN

**Objective:** Explore opportunities for new public/private partnerships, and possibilities for consolidation of City services.

**Objective:** Encourage administration to identify grants and/or opportunities to share project costs with other agencies.

**Objective:** Annual review and update of Emergency Operating Plan by staff and City Council.

#### **9. GOAL: ENVIRONMENT**

Promote conservation of water, electricity, etc.

**Objective:** Support green initiatives and resource efficiencies.

**Objective:** Review potential for the expansion of green programs within the City, and encourage vendor participation.

**Objective:** Continue education on and enforcement of the City's Automatic Irrigation Systems ordinance.

#### **10. GOAL: CITY WORKFORCE**

Attract and retain qualified, responsive, productive, and innovative workforce.

**Objective:** Continue to offer competitive compensation and benefit programs.

**Objective:** Encourage and support training and continuing education to retain and maximize talent.

**Objective:** Use social media and other targeted outlets to attract best prospects, including diverse candidates.

**Objective:** Build a pipeline of skilled workers through proactive partnerships and internship programs.

### **2018-0229 Request for Adoption of the Governmental Fund Balance Reserve Policy**

**Attachments:** [060418 Agenda Summary.pdf](#)  
[Proposed Governmental Fund Balance Reserve Policy.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, stated that the Strategic Planning Technical Review Committee met in February and again in May and reviewed and discussed the proposed policy. He noted that the revised policy was developed after researching Government Finance Officers Association (GFOA) recommendations, reviewing best practice examples from across the country, discussing the policy with the City's auditors, reviewing best policy sources, and tailoring the policy to Rochester Hills' unique financial structure.

He noted that the proposed policy calls for the following target fund balance ranges:

- *General Fund: 70 to 80 percent of annual operating expenditures*
- *Special Revenue Funds: 20 to 25 percent of annual operating expenditures (Local Street, Fire, Special Police and Green Space)*
- *Major Roads, Tree, and Water Resources Funds: 25 percent of annual operating expenditures*

*He noted that any funding in excess of 80 percent in the General Fund would be transferred to the Capital Improvement Fund. Use of the Capital Improvement Fund reserves is limited to more than 50 percent of the available fund balance in one particular year, except if authorized by City Council. Use of governmental fund balance reserves above the prescribed target would be avoided under normal circumstances.*

*Any shortfall must be restored within three years and a prudent financial plan to address the deficit should be presented within 90 days.*

*He stated that the policy would be reviewed on an annual basis at the same meeting where Council's Goals and Objectives are presented. He noted that the majority of fund balances shall be maintained long term within the target parameters, and this ensures that each fund must continue to operate with a structural surplus.*

**Mr. Snyder** noted that he will be presenting the seven-year financial forecast at the July 16, 2018 meeting. Implementation of the new policy will begin in the 2019 Fiscal Year following presentation, discussion and adoption of the 2019 Budget. He thanked the Committee for their time and feedback.

**President Tisdell** noted that fund balance policy revisions were spurred by former Council Member Thomas Wiggins. He explained that best practices and benchmarks were researched, with Strategic Planning Committee Members Deel and Morita filling in the blanks.

**Ms. McCardell** stated that she has advocated for this change since she campaigned for Council, and noted that it is still conservative and well laid out.

**Dr. Bowyer** questioned how the Capital Improvement Fund would be utilized.

**Mr. Snyder** responded that funds would be disbursed based on CIP ranking, with a focus on the health of the CIP as the City proceeds. He noted that while Mr. Wiggins may have spurred some action, he has had these changes in mind for years. He commented that the General Fund is not meant to be a capital providing fund. The policy will set the General Fund as an operating fund with guidelines, and a Capital Fund will be used for capital projects. He explained that this will provide flexibility for the City.

**Dr. Bowyer** noted that the Auburn Road Corridor Project is coming up and will be a large expense. She commented that one project could eat up the entire fund.

**President Tisdell** stated that the Auburn Road project is where City Assessor Laurie Taylor and her staff can make relatively accurate projections on return on investment. He pointed out that there is a cap on the removal of funds each year from the Capital Fund. Should there be a greater need to take funds below a minimum, there would definitely need to be a return-on-investment discussion as to how the money will return to the City.

**A motion was made by Bowyer, seconded by Morita, that this matter be Adopted by Resolution. The motion carried by the following vote:**

**Aye** 6 - Bowyer, Deel, Kubicina, McCardell, Morita and Tisdell

**Absent** 1 - Hetrick

Enactment No: RES0157-2018

**Whereas**, sound financial management policies and practices are of vital importance in maintaining and strengthening the long-term financial future of the City of Rochester Hills.

**Whereas**, Governmental Fund Balance Reserves are to be accumulated and maintained to provide stability and flexibility, and to respond to unexpected challenges and/or opportunities in order to help the City achieve its primary goals.

**Whereas**, the Governmental Fund Balance Reserve Policy establishes the desired funding levels under normal operating conditions that the City of Rochester Hills will strive to maintain in various governmental fund balance reserves, the specific conditions under which the reserves may be used, and how the reserves may be funded.

**Resolved**, that the Rochester Hills City Council hereby adopts the Governmental Fund Balance Reserve Policy as presented.

## ANY OTHER BUSINESS

*None.*

## NEXT MEETING DATE

*Regular Meeting - Monday, June 18, 2018 - 7:00 p.m.*

## ADJOURNMENT

*There being no further business before Council, it was moved by Morita and seconded by Bowyer to adjourn the meeting at 9:19 p.m.*

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MARK A. TISDELL, President  
Rochester Hills City Council

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TINA BARTON, MMC, Clerk  
City of Rochester Hills

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*MARY JO PACHLA, CMMC  
Administrative Coordinator-City Council  
City Clerk's Office*

*Approved as presented at the (insert date, or dates) Regular City Council Meeting.*