



# Rochester Hills

## Minutes - Draft

### City Council Special Meeting

1000 Rochester Hills Dr  
Rochester Hills, MI 48309  
(248) 656-4600  
Home Page:  
[www.rochesterhills.org](http://www.rochesterhills.org)

*Susan M. Bowyer Ph.D., Kevin S. Brown, Dale A. Hetrick, James Kubicina,  
Stephanie Morita, Mark A. Tisdell and Thomas W. Wiggins*

*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, August 21, 2017

5:30 PM

1000 Rochester Hills Drive

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**In accordance with the provisions of Act 267 of the Public Acts of 1976, as amended, the Open Meetings Act, notice was given that a Special Rochester Hills City Council Meeting would commence at 5:30 p.m. on Monday, August 21, 2017, to discuss the proposed 2018 Budget.**

## **CALL TO ORDER**

*President Tisdell called the Special Rochester Hills City Council Meeting to order at 5:31 p.m. Michigan Time.*

## **ROLL CALL**

**Present** 7 - Susan M. Bowyer, Kevin S. Brown, Dale Hetrick, James Kubicina, Stephanie Morita, Mark A. Tisdell and Thomas W. Wiggins

## **Others Present:**

*Tracey Balint, Public Utilities Engineer  
Bryan Barnett, Mayor  
Tina Barton, City Clerk  
Nancy Bowman, Senior Human Resources Analyst  
Alan Buckenmeyer, Parks Operations Manager  
Sean Canto, Chief of Fire and Emergency Services  
Bill Cooke, Assistant Chief/Fire Marshall  
Scott Cope, Director of Building/Ordinance Compliance  
Lisa Cummins, Manager of Purchasing  
Paul Davis, City Engineer/Deputy Director of DPS  
Ken Elwert, Director of Parks and Forestry  
Jeff Fox, General Foreman  
Todd Gary, Deputy Chief  
Pamela M. Gordon, Director of Human Resources  
Bob Grace, Director of MIS  
Bruce Halliday, Fleet Manager  
Lori Hamilton, Administrative Assistant-DPS  
Tim Hollis, Supervisor of Inspection Services*

*Deborah Hoyle, Senior Financial Analyst  
Captain Michael Johnson, Oakland County Sheriff's Office  
Kristen Kapelanski, Manager of Planning  
Kevin Krajewski, Network Administrator/Deputy Director of MIS  
Denise Lator, Financial Analyst  
Mike McGinnis, Computer Systems Administrator II  
Gary Nauts, Supervisor of Facilities  
Sara Roediger, Director of Planning and Economic Development  
Bill Sauer, GIS Manager  
Allan Schneck, Director of DPS/Engineering  
Leanne Scott, Deputy Clerk  
Joe Snyder, Chief Financial Officer  
Helen Sultana-Kelly, HR Analyst-Program Coordinator  
Laurie Taylor, Acting Director of Assessing  
Pamela Valentik, Manager of Economic Development  
Maria Willett, Special Assistant to the Mayor  
Kelly Winters, Deputy Director of Building/Ordinance Compliance*

## PLEDGE OF ALLEGIANCE

## APPROVAL OF AGENDA

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

**Aye** 7 - Bowyer, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

## PUBLIC COMMENT

*None.*

## LEGISLATIVE & ADMINISTRATIVE COMMENTS

**Mr. Hetrick** expressed his appreciation to the staff and volunteers at the Michigan Senior Olympics, noting that their work helped keep a terrific pace to the events. He congratulated all who participated and came to watch the events.

**President Tisdell** expressed his appreciation to Council for reviewing the proposed Budget in depth and sending questions to the various Department Directors ahead of tonight's meeting. He thanked the Directors for their responses. He stated that many of the accomplishments that will be discussed this evening have happened in the last decade. He pointed out that 2008 Taxable Value in the city was \$3.75 million, and today it is \$3.2 million. He commented that Taxable Value is expected to rise to \$3.3 million in 2018. He noted that all of the accolades and awards received, road projects undertaken, and parks established have occurred while the city has been at 89 percent of its peak Taxable Value. He stated that thanks go to the Mayor's Office and all Departments and Directors for doing a great job.

## PROPOSED 2018 BUDGET DISCUSSIONS

2017-0365 Discussion - Special Revenue Funds (200's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl RARA Presentation.pdf](#)  
[Suppl OPC Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)  
[Suppl OCSO Presentation.pdf](#)  
[Suppl Fire Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

- R.A.R.A. Millage Fund (213)

*Joe Snyder, Chief Financial Officer, introduced Ron Jewell, Executive Director, Rochester-Avon Recreation Authority (RARA). He noted that Mr. Jewell would present RARA's proposed 2018 Budget.*

**See Legislative File 2017-0347 for the RARA Budget Presentation.**

**Discussed.**

2017-0347 Discussion - R.A.R.A. Operating Fund (808) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[RARA Budget 2018 \[Budget Package\].pdf](#)  
[RARA Budget 2018 \[Technical Appendix\].pdf](#)  
[Suppl RARA Presentation.pdf](#)  
[081417 Agenda Summary.pdf](#)  
[081417 Resolution.pdf](#)

- R.A.R.A. Operating Fund (808)

*Ron Jewell, Executive Director, Rochester-Avon Recreation Authority (RARA), presented the proposed 2018 RARA Budget.*

*He explained that the proposed budget was reviewed by RARA's Budget Committee and was passed by the RARA Board at their August 1, 2017 meeting. He noted that the proposed budget is balanced taking into consideration the new 480 Building. He stated that 2018 will be the first year with the new addition. He mentioned that RARA is working toward rental agreements and building up memberships, noting that this allows RARA to offer a wider range of activities for the community. He stated that the proposed budget is balanced and structurally sound.*

**Council Discussion:**

*Mr. Hetrick noted that he requested Mr. Jewell elaborate on how partnering with Orthopedic Spine & Support Therapy would connect with the purpose of RARA.*

*Mr. Jewell responded that with the acquisition of the 480 Second Street building*

and expansion of the fitness component, RARA looked at other amenities that would work in tandem with RARA's offerings. He noted that the growing trend in recreation is to bring in groups such as physical therapy, personal training, classes, and seminars to promote health and wellness to the community. He stated that it is hoped that individuals who are placed on fitness or rehabilitation plans and regimens will remain at RARA, increasing fitness memberships.

**Mr. Hetrick** questioned whether the Orthopedic Spine & Support Therapy rental income is included as revenue in the proposed budget, and he questioned the status of the buildout for the 480 Building.

**Mr. Jewell** responded that the rental income is included in the proposed budget. He explained that the approvals for the buildout are still in review by the Rochester Planning Commission, as RARA is seeking a special exception due to zoning constraints for the property. He commented that RARA is anticipating a favorable outcome.

**Mr. Hetrick** stated that he would like to see that rental income removed from the proposed budget.

**Mr. Wiggins** noted that last year when Mr. Jewell came before Council to discuss RARA's acquisition of the 480 Second Street building, a 20 percent fund balance was discussed. He stated that it appears that projections of the contributions toward fund balance did not meet expectations due to the delay in the buildout.

**Mr. Jewell** responded that it takes time to build up memberships and construct gym space, and he explained that the projected contribution was pulled back for 2018.

**Mr. Wiggins** stated that he would recommend that this aspect of RARA's budget be reviewed by the City's Fiscal Team to ensure that a 20 percent fund balance is maintained. He noted that he would also recommend separate financials for the new building and the existing building to ensure that the new building is not draining RARA's revenue.

**Mr. Jewell** responded that separate financials could be kept. He stressed that the intention is to pay down the principal on the acquisition as soon as possible.

**Mr. Kubicina** questioned how property taxes are assessed on the space that the private entities are using.

**Mr. Jewell** responded that the leased areas are back on the tax rolls, as the status of the rented square footage is filed with the County. He explained that RARA will pay the taxes and the company will reimburse RARA.

**Mr. Kubicina** questioned whether RARA would lose its tax exempt status on that portion of the property if the company leaves.

**Mr. Jewell** responded that in that event, RARA would refile to reallocate that area as non-taxable at the end of the year.

**Dr. Bowyer** questioned how much RARA currently had in fund balance.

**Mr. Jewell** responded that the fund balance was approximately \$750,000.

**Dr. Bowyer** stated that she was uncomfortable that a building paid for with taxpayer money would be rented out, and she commented that the building should be used for RARA's recreation rather than as a business space. Regarding RARA's adaptive programs, she noted that a quick search turned up many available grants to offer programs for developmentally disabled individuals. She commented that she wished to see revenues brought in for funding programs such as that rather than the building rented to a business.

**Mr. Jewell** responded that much of RARA's programming is fee-based, with 70 percent of revenues coming from user fees. He pointed out that Camp Safari is for low-income families. He stressed that Orthopedic Spine & Support Therapy would be leasing out only 580 square feet, or approximately the size of two bedrooms.

**Vice President Morita** noted that the rental agreements RARA has with its for-profit entities are not triple-net, and the entities are to reimburse RARA for lights and property taxes. She stated that as those areas have gone back on the tax rolls, should the entity move out on January 2 of any particular year, RARA would end up paying the taxes for that year. She questioned what type of reserves were set aside to cover any taxes.

**Mr. Jewell** responded that their estimate for the taxes relative to the Orthopedic Spine space was \$300 per year. He noted that for fLipSpot Gym & Cheer, taxes are \$2,900 for summer and winter. He pointed out that the space is assessed as recreational and not as commercial.

**Vice President Morita** questioned whether RARA would have room in its budget to cover the taxes should the entities leave the space.

**Mr. Jewell** responded that it would.

**Mr. Brown** commented that he believes that RARA is walking a tight line when renting space for profit. He stated that although it could be argued that some of the activities are recreational and beneficial, it is his thought that RARA's principal purpose is not to rent out space for profit. He noted that the taxes the companies pay are probably less than if they were to rent a building not owned by a governmental entity, providing them a competitive advantage.

**Mr. Jewell** noted that the negotiated lease price for the Orthopedic Spine space is approximately \$40 per square foot. He commented that the RARA Board felt that it would be a good fit.

**Discussed.**

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl RARA Presentation.pdf](#)  
[Suppl OPC Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)  
[Suppl OCSO Presentation.pdf](#)  
[Suppl Fire Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

- O.P.C. Millage Fund (265)

**Joe Snyder**, Chief Financial Officer, introduced Renee Cortright, Executive Director, and Tim Soave, Finance Director, Older Persons' Commission (OPC). He noted that Ms. Cortright and Mr. Soave would present OPC's proposed 2018 Budget.

**See Legislative File 2017-0348 for the OPC Budget Presentation.**

Discussed.

**2017-0348** Discussion - O.P.C. Operating Fund (820) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[OPC Budget 2018 \[Budget Package\].pdf](#)  
[OPC Budget 2018 \[Technical Appendix\].pdf](#)  
[Suppl OPC.pdf](#)  
[081417 Agenda Summary.pdf](#)  
[081417 Resolution.pdf](#)

**Renee Cortright**, Executive Director, and **Tim Soave**, Finance Director, Older Persons' Commission (OPC), were in attendance to present the proposed 2018 OPC Budget.

**Ms. Cortright** reviewed some of the significant achievements that the OPC has accomplished in serving area seniors:

- Nutrition: 117,989 meals prepared and served.
- Transportation: 45,291 trips provided.
- Enrichment and Fine Arts: 29,354 participants.
- Fitness and Aquatic Activities: 144,633 participants.
- Volunteers: Accumulated 39,746 hours.

She mentioned several new innovative programs and services OPC offers, including a Spring Into Action program, complimentary membership week, and the Rewired Not Retired presentations. She highlighted a move to more marketing and public relations with a new website, color newsletter, email blasts, social media, and an increase in submissions to newsletters and magazines.

She noted that upgraded technology includes a My Senior Center database with a kiosk check-in to track facility use. She explained that over 300,000 people visited the OPC building last year. New PC Trans dispatch software maximizes drive time resulting in a reduction of transportation costs. Payroll processing and timekeeping services have been added as well.

*She stated that OPC has transitioned to Financial Edge accounting services, and has adopted a Fund Development Plan. She pointed out that OPC relies on fundraising events and sponsorships to contribute 18 percent of its budget each year.*

*Ms. Cortright highlighted facility updates completed in the past year, including LED lighting and an energy audit, a fresh new look for the main floor, and installation of an ultraviolet water filtration system that has reduced the use of chlorine in the pools.*

*Budget highlights for 2018 include the following:*

*- Revenues of \$4,302,200 and expenses of \$4,265,900 yield a surplus of \$36,300 to be added to the contingency fund. The budget was approved by the Governing Board, and by Rochester and Oakland Township*

***Mr. Soave** noted that expenditures are actually down from a couple of years ago due to staff reorganization. He commented as retirements have occurred, staffing needs were reviewed. He stated that the budget proposed includes adding money to fund balance. He pointed out that he has confidence that the budget will hold, allowing over \$131,000 to be placed into fund balance in the next couple of years.*

*He stated that personnel is the OPC's largest expense, and commented that it is down significantly from a high point in 2014. He explained that 11 positions were cut, all while adding programs. He noted that the OPC fund balance shows fiscal health, and he stated that any capital expense requires the use of fund balance. He mentioned that the drop in fund balance in 2014 occurred as the parking lot project was completed. He stated that since that time fund balance was built back up; and he pointed out that OPC anticipates a fund balance of \$1.7 million at the end of the proposed budget year.*

**Council Discussion:**

***Mr. Kubicina** stated that he was impressed that the cumulative increase in salaries was only 1.1 percent over ten years. He commented that since he was appointed as Council representative to the OPC Board, he has been amazed how well the organization is run.*

***Mr. Wiggins** questioned why a pay increase of three percent is proposed, when both Rochester Hills and Rochester are proposing a two percent increase for its employees.*

***Mr. Soave** responded that after review of the budget, it was felt that there was flexibility to offer that amount. He pointed out that OPC has been able to attain a level of savings because of reducing positions. He noted that OPC has only 16 full-time employees and 100 part-time employees who average 10 to 15 hours per week. He stated that through the employees' hard work, programs and membership have increased. He mentioned that prior increases over the last few years were approximately at half the inflation rate.*

**Ms. Cortright** noted that the part-time employees receive no benefits or paid vacation. She commented that they put their heart and soul into the organization.

**Mr. Hetrick** stated that the fact that OPC is able to contribute to fund balance says much to the sustainability and fiscal discipline of the organization. He pointed out that donations are critical to OPC, and donations have been flat.

**Mr. Soave** responded that OPC budgets on a prudent and conservative basis. He noted that donations are a gift and are not under OPC's control, and the organization is in competition for donations. He explained that budgeting for revenues is extremely conservative based on history. He stated that while the belief is that OPC will do better in its donations, as a finance officer he would rather not rely on that belief.

**Mr. Hetrick** commented that he is glad that the fundraising plan formulated while he was on the OPC Board is now being implemented. He questioned how the Board arrived at the capital funding plan for busses, and whether that plan would be adjusted if grants come through.

**Mr. Soave** responded that over the last four to five years, OPC has applied for and received numerous busses through SMART. He stated that the OPC identifies a need and then finds a funding source. He mentioned that there is a need for two new busses and a hot shot van, which were placed into the budget. He noted that there are sufficient resources in the budget to cover these expenses; however, if grants are received, the funding will not be needed and will go to fund balance. He commented that SMART has been very generous to the OPC.

**Vice President Morita** noted that the City's citizen representative to the OPC and the Board's Vice Chair, Micheline Sommers, was in attendance. She stated that she is on the Finance Committee and Mr. Kubicina is on the Facilities Committee. She mentioned that some of the items that the OPC has spent fund balance on has gone to reducing costs. She pointed out that the OPC has taken a donation of the barn on the property, and stated that the barn will require some funds. She stated that a new front desk is being constructed. She commented that the Board spends its fund balance dollars in a very measured and careful way, and is looking ahead especially when it comes to the barn. She mentioned that OPC now has someone with the job of fund raising. She encouraged Council Members to spend some time with Ms. Cortright, and commented that Mr. Soave could explain even the most complicated financial issue to anyone. She stated that they are great assets to the OPC.

**Dr. Bowyer** stated that Ms. Cortright's passion for the OPC is fantastic. She requested that future budget summaries include a percentage change from last year for line items. She questioned whether it would be cheaper for the OPC to bundle with Rochester Hills for financial services rather than use an outside contractor.

**Mr. Soave** responded that after consideration, it was cheaper to use an outside contractor as they use electronic processing. He noted that OPC still does its

timekeeping in house. He stated that previously it would take four days for payroll processing and now it takes only two hours. He pointed out that at one time the OPC had a part-time IT Director. Once that employee left that position, OPC found that it was cheaper to contract out their IT services. He explained that accounting is done through a cloud-based software financial program purchased two years ago. He noted that the OPC does not have the same reporting requirements as the City does, and has tailored its system to meet the needs of the OPC Board and Administration. He stated that the costs to contract out these functions are cheaper than using the City.

**Dr. Bowyer** questioned what the rationale was for a three percent wage increase.

**Mr. Soave** responded that increases were at one percent for the last two years, with a freeze for a couple of years prior to that. He noted that most of the OPC's employees are part-time and their wage is the only compensation they receive. No bonuses, vacation, or leave are included.

**Dr. Bowyer** stated that the OPC does a great job in getting grants and suggested that a person dedicated to seeking grants could pay for their own cost with the funding they are able to bring in. She questioned what the increase in adult day care rate represented.

**Ms. Cortright** responded that the rate was \$40 and \$45, and was going to \$50 for everyone.

**Dr. Bowyer** noted that the OPC has done a nice job in reducing energy needs and questioned whether solar power has been explored.

**Ms. Cortright** responded that this is something that they could look into for the future.

**Mr. Brown** stated that he has a great appreciation for what the OPC does. He commented that things have moved forward since Ms. Cortright joined the organization. He questioned whether there was a goal for fund balance.

**Mr. Soave** responded that a number of discussions with the Finance Committee have been held, and noted that they are aiming for 25 percent of expenditures in fund balance. He explained that the GFOA recommends a floor of 17 percent, or roughly two months of expenditures. He noted that a small organization can be more affected by ups and downs, and a larger fund balance makes sense. He stated that OPC's floor is 25 percent, noting that as it cannot borrow, when needs come up fund balance is tapped. He pointed out that now that the OPC has potential expense for the barn and land, much of this would have to come from fund raising and fund balance.

**President Tisdell** stated that in addition to Meals on Wheels, he and Vice President Morita had an opportunity to sit in with Ms. Cortright and Mr. Soave on a transportation conference. He noted that of the 56,000 rides, approximately 25 percent are provided to individuals under the age of 60 who might have some special needs. He commented that OPC fills a gap much needed in the city.  
**Discussed.**

**2017-0346** General Budget Overview - 2018-2020

**Attachments:** [082117 Agenda Summary.pdf](#)  
[082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[081417 Agenda Summary.pdf](#)  
[081417 Resolution.pdf](#)

**Mayor Barnett** stated that he was thrilled to be kicking off the Budget Presentation this evening. He commented that Council has asked many questions in the last 72 hours and he believes that most of their questions were answered.

**Joe Snyder**, Chief Financial Officer, provided the Budget Overview, noting the following in his presentation:

Budget Components:

- The proposed 2017 to 2019 Adopted Budget, setting the foundation for the Proposed 2018 and Projected 2019 and 2020 Budget.
- The 2018 to 2023 Capital Improvement Plan, defining Capital needs citywide over the next six years.
- The Seven Year Financial Forecast, which will be updated and readdressed with current projections.
- The City Council Goals and Objectives, developed by the Strategic Planning Technical Review Committee and adopted by Council.
- The work of the Public Safety and Infrastructure Technical Review Committee (PSITRC), as some of the most significant proposals presented tonight were discussed and recommended by the PSITRC.

Budget Overview:

- A continuation of the three-year budget process.
- Based on best estimates and projections for the future.
- Conservative estimates of both revenues and expenses are incorporated, to ensure that the service levels proposed in the Budget can be delivered.

Expenditures:

- \$129,950,370 in expenditures proposed for 2018, approximately a 9-1/2 percent decrease from 2017.
- Public Service activities constitute 34 percent of expenditures, and include all DPS operations, Major Roads, Local Streets, Pathways and Water and Sewer.
- Public Safety encompasses 18 percent of expenditures.
- Capital Outlay is proposed at 13 percent of expenditures.
- Public Service, Public Safety, and Capital Outlay represent 65 percent or nearly two-thirds of the dollar proposed in the 2018 budget. These correspond with City Council's number one and number two goals.

Revenues:

- Service charges including water and sewer revenues and other city fees represent 43 percent of revenues.

- The millage rate is proposed to remain at 10.4605 for the next year.
- Intergovernmental revenue, including State Shared Revenues and Act 51 monies are showing signs of growth.
- Fund Balance is set to contribute \$8.7 million, or seven percent of total revenue. Capital Outlay is proposed at \$16.9 million. More is proposed for Capital Outlay than is proposed to be drawn from Fund Balance.
- Overall operating revenues are exceeding annual operating expenditures by six percent, indicating that this is a structurally surplused budget.

He noted that last year annual operating revenues exceeded operating expenses by \$6 million. The City continues to budget conservatively, and actual revenues for 2018 are likely to be more, with expenditures less than budgeted.

#### General Fund:

- When the Seven-Year Forecast was originally presented, the results of the wage and compensation study were not known. Updated impacts from the wage and comp study have been incorporated. From now through full implementation, a General Fund surplus is still projected into the future.
- Staff additions/changes proposed for 2018 include a Natural Resources Manager, and changing a part-time Administrative Assistant position in Fiscal/Purchasing to a full-time position. The full-time position was eliminated in 2010 due to the recession. A few years ago, a part-time position was approved. Much time is being spent on clerical functions when the part-time staff member is not available.
- Transfers-Out for projects include Year 2 of Innovation Hills Development, the Hamilton Relief Drain Repair, Cemetery Maintenance Barn, and several resurfacing projects.
- Over the past seven years, revenues have exceeded the original budget by approximately three percent, while expenditures have come under budget by approximately six percent, representing approximately a million dollars. Fiscal Year 2017 is in line with those projections, with revenues approximately \$300,000 to the better as of this date.

Mr. Snyder stated that at last year's presentation of the proposed budget, it was expected that \$1.65 million would be needed from Fund Balance for the General Fund. He noted that at that time, he referenced an expected positive variance trend. He stated that it is now looking like the General Fund will break even for 2017. He commented that even though there will be a draw from Fund Balance for specific projects, if the past history is any indication, he would anticipate that the actual draw will be less than expected.

#### Major Road Fund:

- The Proposed Major Road Budget and long-term outlook is consistent with the forecast.
- Proposed projects for 2018 include the Hamlin Road Reconstruction (Adams

to the City Limit), the Harding Road Rehabilitation, and the South Boulevard Rehabilitation (Crooks to Adams).

- The Auburn Road Corridor Project is projected for 2019.

Local Street Fund:

- For Fiscal Year 2018, \$5.0 million is allocated for the ongoing Local Street Rehabilitation Project. No use of Fund Balance is expected.
- For Fiscal Year 2019, projects expected include the Reuther Middle School Sidewalks and School Road Paving (1,700 feet).

Fire Operating Fund:

- The Fire Operating Fund looks to be stable in the near to mid-term. The budget projection for this fund is similar to that which was presented at the Seven-Year Forecast.
- The same millage rate of 2.7000 mill is proposed.
- The addition of four new full-time firefighters is proposed, funded by a decrease in budgeted Full-Time Firefighter Overtime, and a decrease in Part-Time Firefighter Hours.

Special Police Fund:

- For Fiscal Year 2018, the addition of a Community Liaison Officer and a Deputy II are proposed. This will increase the number of deputies from 58 to 60, which is the number of deputies the City had before the recession. Funding for the two new positions is proposed to come from the Fiscal Year 2017 contractual rate decrease for the Oakland County Sheriff's Office. The additional officers were also recommended unanimously by the PSITRC.

Water Resources Fund:

- The PSITRC is exploring options for funding water resource activities.
- The Hamilton Relief Drain Repair scheduled for 2018 will be funded via a General Fund Transfer.

Other Funds:

- The Water & Sewer Fund proposes the addition of one crew leader. This addition will have no impact to the General Fund.
- The Green Space Perpetual Care Trust Fund will transfer-out funding to support stewardship activities of the Green Space Operating Fund.

Mr. Snyder stated that he feels confident with over 17 years of experience with the City that the projects and service levels proposed are financially realistic, financially responsible, and those proposed will enhance and improve the quality of life of the residents. He commented that he believes that the proposed Budget will build on the City's financial success.

**Public Comment:**

**Jenny McCardell**, 738 Baylor, expressed appreciation for the inclusion of the middle school sidewalk project. She commented that this took much work with the local school district and was a part of the Safe Routes to School programming. She noted that Allan Schneck, Director of DPS/Engineering, and Paul Davis, City Engineer/Deputy Director of DPS, did walking audits in the area.

**Council Discussion:**

**Mr. Wiggins** commented that while the City has done a great job with the budget, paying for Fire Stations and road projects has come at a cost to the General Fund. He noted that the General Fund Balance has decreased over the years, and is projected to drop from \$28 million to \$20 million in 2020. He expressed concern that while the City budgets conservatively, there may be special projects to be completed that are limited by the lack of flexibility in the lower Fund Balance amounts. He recommended setting guidelines for General Fund Fund Balance of \$24 million going forward.

**Mr. Hetrick** stated that Council had previous discussions regarding the Fire Capital Fund and when that fund would run out of money. He noted that this year the Fund has approximately \$5 million in Fund Balance. He questioned when the problem would occur. He commented that he did not wish to see the City get into a situation where it had to act immediately.

**Mr. Snyder** responded that the projection is for the Fire Capital Fund's limitation of its Fund Balance in 2024. He commented that just as the General Fund is having a positive variance impact, it is expected that a positive variance in the Fire Capital Fund will push that date out to 2026.

**Dr. Bowyer** expressed her thanks to everyone for a budget document that is comprehensive and understandable. She suggested that an index be incorporated to locate information quicker.

She requested the following information:

- Why the Auburn Road Corridor Project was pushed out to 2019.
- Whether any of the General Fund would be used to subsidize the compensation study results.
- Whether a structural surplus in Major Roads could be put back into General Fund.

**Mr. Snyder** responded with the following:

- The Auburn Road Corridor Project is very complicated. The thought is that the resulting project will be better if it is not rushed.
- The compensation study results will not draw down Fund Balance. No operational costs will draw down Fund Balance.
- Major Road funds cannot go into General Fund. A portion can go to Local Streets. It is favorable that the balance in Major Roads will go up, as it will be not too far into the future that the road project cycles will begin again.

**Dr. Bowyer** stated that it is good to see that the PSITRC is working on ideas to

fund water resource items. She commented that it is fantastic that the City has the budget to add police and fire staffing.

**Vice President Morita** stated that she and Mr. Wiggins have had some of the same thoughts regarding finding a comfortable balance for the special revenue funds. She commented that she is not comfortable with the more than 25 percent reduction in General Fund Fund Balance over the next three years, and noted that she would like to see if some of these special revenue funds can be allocated to pay for projects. She questioned what the minimum balance should be in the special revenue funds. She thanked staff for being patient with Council's questions.

**Mr. Snyder** responded that for Local Streets and Fire, minimum balances are above 25 percent.

**Mr. Brown** expressed his congratulations to the staff for their work. He commented that the City receives positive press and accolades, and then has to be mindful that it does not spend too much. He noted that more Sheriff's staffing is proposed at a cost-neutral basis.

**Mayor Barnett** stated that Council Members clearly went through the budget and submitted many questions. He assured Council that the City has a conservative Mayor, Chief Financial Officer, and Council. He noted that the City finds itself in an advantageous position, and spends its money on priorities. He stated that General Fund may be decreasing, but Major Road, Police and Fire Funds are going up. He commented that the City spends on priorities with a constant goal of being in the best position of any community similar to itself.

**President Tisdell** pointed out that two-thirds of the budget goes to the top priorities of Council's Goals and Objectives.

**Discussed.**

2017-0364 Discussion - General Fund (100's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl PED Presentation.pdf](#)  
[Suppl Building Presentation.pdf](#)  
[Suppl Clerks Presentation.pdf](#)  
[Suppl HR Presentation.pdf](#)  
[Suppl Assessing Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)  
[Suppl OCSO Presentation.pdf](#)

#### GENERAL FUND REVENUE

MAYOR'S DEPARTMENT  
- Mayor's Department (171)  
- Accounting (201)  
- Legal Services (210)  
- Treasury (253)  
- Media Division (271)

- Building Authority (279)
- Street Lighting (448)
- Community Development Block Grant (666)
- Community Events (760)

GENERAL FUND TRANSFER-OUT

**See Legislative File 2017-0346 for General Fund Discussion.**

Discussed.

2017-0366 Discussion - Debt Services Funds (300's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)

DEBT FUNDS

**See Legislative File 2017-0346 for Debt Fund Discussion.**

Discussed.

2017-0367 Discussion - Capital Funds (400's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl Fire Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

- Capital Improvement Fund (420)

**See Legislative File 2017-0346 for Capital Improvement Fund Discussion.**

Discussed.

2017-0369 Discussion - Internal Service Funds (600's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl MIS Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

- Insurance Fund (677)

**See Legislative File 2017-0346 for Insurance Fund Discussion.**

Discussed.

2017-0370 Discussion - Trust and Agency Funds (700's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl Clerks Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)

- Retiree Healthcare Trust Fund (736)

**See Legislative File 2017-0346 for Retiree Healthcare Trust Fund Discussion.**

**Discussed.**

**2017-0364** Discussion - General Fund (100's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl PED Presentation.pdf](#)  
[Suppl Building Presentation.pdf](#)  
[Suppl Clerks Presentation.pdf](#)  
[Suppl HR Presentation.pdf](#)  
[Suppl Assessing Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)  
[Suppl OCSO Presentation.pdf](#)

**PLANNING DEPARTMENT**

- Planning Commission (400)
- Planning Department (401)
- Zoning Board of Appeals (410)

**Sara Roediger**, Director of Planning and Economic Development, **Pamela Valentik**, Manager of Economic Development, and **Kristen Kapelanski**, Manager of Planning, were in attendance to present the proposed Planning and Economic Development Department Budget.

**Ms. Roediger** noted that a little over one-and-one-half years ago, the City was able to reap the benefits of a process that began five years ago encompassing good economic development planning and outreach welcoming a \$15 million investment by Jenoptik. Jenoptik brings over 200 very well-paying jobs to Rochester Hills. She presented a summary of the Planning and Economic Development (PED) accomplishments and upcoming activities:

**Planning and Economic Development Mission**

- Preserving city assets.
- Enhancing elements that can be improved.
- Diversifying options.

She noted that a PED staff of five work with eight City boards and commissions on the following Planning Activities:

- Interactive Status of Development Map on the City's web site.
- Auburn Road Corridor Study.
- Eddington Boulevard Realignment.
- Ongoing review of development plans.

This past year the Department welcomed Kristen Kapelanski as the new Manager of Planning. Ms. Kapelanski came to the City with experience from Oakland County. She also worked with the City of Novi for a couple of years.

**Ms. Valentik** highlighted the City's Economic Development results, including the following:

- Welcomed six new high-tech companies, \$49 million in investment, and 610 new jobs.
- The city enjoys a 2.4 percent unemployment rate, one of the lowest in Michigan.
- A four percent vacancy rate.
- \$106 per square foot average sale price.
- Return on investment of international business strategy.

She noted the priorities for 2018, including the following:

- Master Plan update.
- Amend Ordinances.
- Implement the Auburn Road Corridor Study.
- Improve processes through Redevelopment Ready Communities (RRC).
- Work to promote innovative development and economic incentives.

### **Council Discussion:**

**Vice President Morita** questioned whether the proposed Technology Drive Pathway Project was a part of any economic development plan.

**Ms. Valentik** responded that it was a combined effort between Planning and the Engineering Department. She explained that the goal has been to find ways to connect pathways and allow for walkability through those areas. She mentioned that the Board of the Rochester Hills Executive Park shared that they wished to create more means for safe routes for their employees, and requested the City look at what it could do to provide those means. She noted that the pathway provides access from Research Drive to the Clinton River Trail, and will allow employees a safer route to the trail without needing to walk in the roadways. She pointed out that 20 companies operate in that area, with close to 2,000 people working on Technology Drive.

**Vice President Morita** questioned why the Historic Districts Commission (HDC) budget had increased in comparison to prior years, whether staffing was increasing, and what the status was of discussions with the City Attorney regarding the list of potential historic properties.

**Ms. Roediger** responded that the HDC has met on an as-needed basis. She explained that last month the Commission reviewed activity regarding the Dunn property and Lorna Stone. She stated that more activity is anticipated as those projects come forward, along with action regarding the potential list of 13 properties identified for further study and additional meetings will be needed. She commented that the City is in a tough position when a property owner wishes to move forward with a property on the potential list. She noted that work with the Consultant may be required. She also mentioned that the HDC has an interest in stepping up their presence in the Historic Districts. The HDC is looking into ways to promote the Districts as a part of preservation and is looking to increase their budget to accommodate additional meetings or mailings within the Districts. She noted that the department staffing level would remain at five.

**Vice President Morita** requested an explanation of the increasing budget for travel and seminars, noting that many of the departments are increasing their travel and seminar budget requests. She stated that she fully supports educating the City's many employees; however, she noted that in some cases budgets for this line item would be increasing at 20, 30 or even 50 percent.

**Ms. Roediger** responded that as the City looks to promote development of some of its more challenging properties, there are opportunities for invaluable networking. She pointed out that efforts to secure the Jenoptik development required Ms. Valentik to travel to Germany to meet with the company president. She commented that if the City wishes to continue to attract some of the more high-quality headquarter developments, it needs to step up its game and be present at the table at international events. She stated that the request is for a modest \$2,000 increase over last year. She added that efforts are needed to keep up staff certifications.

**Vice President Morita** questioned what was happening to funding in the Madison Park Brownfield, noting that while there are no expenses, the project is capturing tax dollars that are sitting unused. She commented that the property has not been developed as was proposed in the Brownfield Redevelopment Plan. She stated that she would encourage Planning Staff to meet with the City Attorney to determine what could be done with those funds. She commented that she understands that no one currently knows when the property will be developed; and the tax dollars captured for the entire length of time cannot be accessed.

**Ms. Roediger** responded that possible development of the property has been discussed very recently. She stated that time is of the essence when dealing with a brownfield or a landfill. She commented that some day the Brownfield Redevelopment Plan may have to be abandoned with funds returned back to the taxing jurisdictions. She stated that discussions have been held with the City Attorney whether a new development might require a new Brownfield Plan should a project move forward that is different than what is on the table today.

**Vice President Morita** commented that the Brownfield Redevelopment Plan is very old. She pointed out that she sat on the Brownfield Redevelopment Authority for seven years prior to being elected to Council and cannot remember the project details. She requested to be kept in the loop on the discussions, noting that she would prefer to see those funds go to the schools and to the General Fund.

**Dr. Bowyer** commented that the Auburn Road Corridor Study had so much momentum, and it is now disappointing that it is pushed to 2019. She stated that she hoped that much can be done in 2018 to facilitate hitting the ground running in 2019. She commented that she did not want to see the project not proceed and disappoint the residents of that area.

**Ms. Roediger** responded that she shares Dr. Bowyer's concerns. She

mentioned that staff have biweekly conference calls with Orchard Hiltz & McCliment (OHM), and a next step planned for September is to have a meeting with each and every business owner along Auburn Road to provide an update and keep the discussion alive.

**Dr. Bowyer** stated that she would be pushing for that. She concurred with Vice President Morita regarding the Historic Districts Potential List, and questioned why it would not be simple to call the homeowners on the list. She commented that the two properties discussed earlier are in disrepair.

**Ms. Roediger** responded that the Lorna Stone property was planned for rehabilitation.

**Mr. Hetrick** expressed his appreciation to the Department, noting that the efforts demonstrate the City's commitment to businesses that have made a commitment to the City.

**Ms. Valentik** responded that the City has been fortunate. She commented that when the City plants a seed with one division of a company, it can build a strong relationship with the parent organization. That parent organization can then be comfortable in the community and begin making other investments with other divisions. She commented that ARaymond is a prime example with several divisions and the North American Headquarters located in Rochester Hills.

**Mr. Hetrick** stated that this could transfer to the Auburn Road Corridor, noting that showing the City's commitment to the businesses will ensure their enthusiasm for 2019.

**Mr. Wiggins** congratulated the Planning staff members for achieving a low citywide unemployment and vacancy rate. He commented that it seems that the Historic Districts Potential List comes up every year, and he suggested that it simply be taken care of. He expressed disappointment at the lack of progress for the Auburn Road Corridor work, and commented that the project would lose momentum with the business owners. He suggested that continued communication with the business owners should be undertaken as it is an area that needs to be developed.

**Discussed.**

**2017-0371** Discussion - Component Units (800's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl PED Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)

- Historic Districts Commission (804)
- Brownfield Redevelopment (843)
- Local Development Finance Authority (848)
- Economic Development Corporation (893)

**See Legislative File 2017-0364 for Council Discussion.**

Discussed.

2017-0364 Discussion - General Fund (100's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl PED Presentation.pdf](#)  
[Suppl Building Presentation.pdf](#)  
[Suppl Clerks Presentation.pdf](#)  
[Suppl HR Presentation.pdf](#)  
[Suppl Assessing Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)  
[Suppl OCSO Presentation.pdf](#)

**BUILDING / ORDINANCE**

- Building Department (371)
- Ordinance Compliance (372)
- Weed Control (535)
- Facilities Fund (631)

**Scott Cope**, Director of Building/Ordinance Compliance, **Kelly Winters**, Deputy Director of Building/Ordinance Compliance, and **Tim Hollis**, Supervisor of Inspection Services, were in attendance.

**Mr. Cope** introduced Gary Nauts, Facilities Supervisor, and commented that Bob White, Supervisor of Ordinance Services was not available this evening. He noted that the Department is comprised of Building, Ordinance Compliance, and Facilities.

**Mr. Hollis** reviewed the Building Division, noting the following:

- The Mission of the Building Division is to partner with its customers to ensure safety in all buildings.
- Building staff hold the highest certifications, and include one Professional Engineer and three Architects.
- Gary Lund was named the 2017 Building Inspector of the Year for Southeast Michigan.
- January to June numbers for 2017 continue to rise over 2016.
  - \* New House Permits are up by 39 percent for the first six months of 2017. The last time these gains were seen was 2005.
  - \* Construction values are up by 9 percent over 2016.
  - \* Building Permits are up by 73 percent over the first six months of 2016.
- The Department continues to receive kudos from residents and businesses. Staff connect with homeowners and contractors.
- Many projects were completed in 2016 and are under construction for 2017.

**Mr. Winters** reviewed the Ordinance Division, noting the following:

- The Mission of the Ordinance Division is to assist residents and business owners in maintaining and enjoying safe buildings and properties.

- Since 1986, Ordinance Staff have worked with residents to make Rochester Hills a great place to live and work.
- GFL is the new solid waste provider. All remains the same including pickup dates, carts, and discounts. This is the fourth week with GFL, and things are picking up.
- Ordinance Inspectors proactively patrol for weed violations.

**Mr. Cope** reviewed the Facilities Division, noting the following:

- The Mission of the Facilities Division is to provide a well-maintained, clean and comfortable environment for residents, visitors, and employees.
- Upcoming projects include:
  - \* For 2018, the Van Hoosen Cemetery Pole Barn and the City Hall Compound Gate.
  - \* For 2019, the City Hall Chiller, Museum School House Siding, Fire Station LED Signs, and Museum Equipment Barn.
  - \* For 2020, the City Hall Air Handler, and the Fire Station #1 Concrete Approach.

*Mr. Cope stated that the Department is experiencing levels of activity it has not seen in 20 years. He commented that Building staff are working hard to provide a level of service that customers and residents expect and deserve.*

**Council Discussion:**

***Vice President Morita** questioned whether during the break this evening Council could view the wall at the employee entrance that will be requiring repair. She questioned the increase in travel expenses, and requested a review of the response rate for ordinance complaints.*

***Mr. Cope** responded that the target is for 95 percent of customer's concerns to be responded to within 24 hours. He commented that the actual resolution of a concern may take some time depending on the cooperation of the individual that the Ordinance staff is dealing with. He noted that with the activities that the Department is seeing lately, responses are a bit behind; however, he commented that he did not believe that it was to a point where additional staff members are justified.*

***Vice President Morita** commented that she knows from listening to residents that it is frustrating when a code compliance issue is not yet resolved. She noted that the Department has worked on some very sticky issues over the last few years and has done a fabulous job. She stated that should additional staff be warranted, Council should be informed.*

***Mr. Cope** responded that the City's Ordinance Compliance Officers have one of the most difficult jobs, and he commented that the City has experienced staff members who know what they are doing and how to best communicate with difficult individuals.*

***Dr. Bowyer** noted that there have been concerns with the new trash hauler as they come online. She commented that the drivers need to learn how to set the*

cans down upright. She requested that weed control activities include addressing phragmites.

**Mr. Kubicina** shared that Mr. White was able to help with a District 2 resident's concerns in getting GFL to pick up their waste as they had no bins. The resident was able to obtain some borrowed bins and GFL was able to make the pickup.

**Mr. Wiggins** requested Mr. Cope prioritize upcoming Facilities projects to determine which, if any, might be able to be delayed without impacts to the project integrity.

**Mr. Brown** noted that there is an overall theme in the various departments centering around memberships and dues. He stated that with a low vacancy rate and few areas undeveloped, the City is close to being built out. He encouraged the Building Department to work with Planning to help alert Council to when that might occur. He noted that the more houses and businesses that enter the city, the more tax revenues the City receives.

**Mayor Barnett** mentioned that he had an opportunity last week to participate in a national interview regarding common sense business practices. He noted that during the interview he mentioned the Building Department and how it shares inspection staff with Shelby Township.

**Mr. Hetrick** expressed his appreciation to the Building Department for their efforts. He questioned when Fire Station #4 work would begin.

**Mr. Cope** responded that at the next Council Meeting, the consultant Construction Manager for the Fire Station #4 Project would be making a presentation. He commented that the project is within budget.

Discussed.

**(RECESS 7:49 p.m. to 8:06 p.m.)**

**2017-0364** Discussion - General Fund (100's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
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[Suppl OCSO Presentation.pdf](#)

**CLERKS**

- City Council (102)
- Elections (191)
- Clerk's Department (215)
- Cemetery (276)

*Tina Barton, City Clerk, and Leanne Scott, Deputy Clerk, were in attendance to update Council on the Clerk's Department.*

*Clerk Barton noted that the Department creates areas of opportunity for service to the residents and opportunities for staff development. She reviewed Clerk's Department activities, noting the following:*

*Passports:*

*- Even though the hours for acceptance of passport applications have been cut in half, application numbers are still surpassing prior years. Residents of Rochester Hills and many other communities make use of the City's acceptance facility and photo services after hearing of the City's great customer service.*

*Vital Statistics:*

*- In the last few months the Clerk's Department has installed a Vital Statistics Electronic Death Registry System (EDRS), providing opportunity for funeral homes and medical examiners to file death certificates electronically. Incorporation of the EDRS system allows the information to be received quicker and cleaner as it is entered directly and only once.*

*Van Hoosen Jones-Stoney Creek Cemetery:*

*- A Cremation Garden and Columbarium was installed at the Cemetery. Opportunities are sought to add revenue in areas that have not currently been platted for burials. The Cremation Garden and Columbarium offer opportunity for people to have a place to bury their loved ones at an affordable cost and in a beautiful location. A stone will allow anyone who has their loved one's ashes buried in the Cremation Garden to have their loved one's names inscribed on the plaque. The Columbarium has been in place for less than four months, and the City has already sold ten percent of the spaces. At this rate, the Columbarium will be filled to capacity within 3-1/2 years and it will have paid for itself in 1-1/2 years.*

*- The Cemetery will be holding a Fall Open House to feature the Columbarium and the Cremation Garden.*

*Elections:*

*- Out of 1,500 cities, villages and townships in Michigan, Secretary of State Ruth Johnson chose Rochester Hills to demonstrate and highlight the new election equipment to members of the press during a press conference. The new high-speed machines selected by Oakland County will process 100 ballots per minute, while the previous machines only processed 10 ballots per minute. Over 13,000 absentee ballots are typically received in Rochester Hills during a Presidential Election.*

*Rochester Hills Government Youth Council (RHGYC):*

- The RHGYC provides opportunity for community engagement. Their 2017 5K Run/Walk raised over \$8,000 this year for charity.
- RHGYC members participate in many community events such as the Mayor's State of the City Address, the Brooksie Way race, Holiday Parade, and Family Fun Night. Members sit on City committees and attend Council Meetings.

She noted that the Department provides its staff the opportunity to grow professionally and be influencers, speaking and presenting on an international level, and at national, state and local levels. Staff members are able to work toward their certifications and have received awards. Work with State Representative Michael Webber has resulted in the formulation of two different House Bills. She announced that Deputy Clerk Leanne Scott received her Master Municipal Clerk certification last week. She noted that out of the 14,000 members of the International Institute of Municipal Clerks, less than 1,400 members have attained this certification.

### **Council Discussion:**

**Mr. Brown** congratulated Deputy Clerk Scott for achieving the MMC Certification. He stated that it is very impressive that she is here with the City. He reminded everyone that last year Clerk Barton made the comment regarding the cost of training and what happens if everyone leaves after receiving training. Clerk Barton had questioned what would happen if staff members are not trained and they stay with the City. He pointed out that employees receiving certifications in the Clerk's Office are still with the City. He commented that he would not be participating as an election worker this year; however, he would be back next year. He stated that having multiple new laptops in place along with faster voting machines will continue to benefit the residents. He commented that less press is given to those doing things the right way; however, those not doing it right receive the bad publicity.

**Vice President Morita** noted that there had been discussion regarding the Cemetery Equipment Barn and where funding would come from. She commented that it is currently scheduled to come out of the General Fund. She stated that she had Mr. Snyder look at whether it could be funded through the Cemetery Perpetual Care Fund and questioned whether it had enough funding to cover this expenditure.

**Joe Snyder**, Chief Financial Officer, stated that he consulted City Attorney John Staran to determine whether it would be legal to draw monies out of the Cemetery Perpetual Care Fund. Attorney Staran cited a statute that determined that as long as a maintenance barn was used for maintenance activities for the Cemetery, it would be acceptable to utilize the Perpetual Care Fund. The barn could not be used for display or for any other purpose. He noted that the barn will offset maintenance cost by keeping wear and tear off of equipment and provide a maintenance area. He stated that if Council wished, funding for the barn could be moved from the General Fund to the Cemetery Perpetual Trust Fund. He explained that the Fund currently has over \$1.5 million; and noted that the funds will not be needed until the remaining cemetery lots are sold. He stated that he could recommend the move as there will be plenty of time for the balances to accrue back up to take care of the Cemetery's needs in perpetuity.

**Clerk Barton** responded that with the recent change in the fee schedule, more funds have now been allocated into Perpetual Care than were previously allocated, allowing the balance to grow at an even-faster rate. She mentioned that the State of Michigan is one of the top states in the country for cremation, the Cemetery is looking at increasing the cremation options. She stated that lots may not sell as quickly, and those areas may turn into other sources for revenue.

**Vice President Morita** requested the funding source for the barn be placed as a item on the Straw Poll to Council. She expressed her appreciation to Clerk Barton and Deputy Clerk Scott, noting that they do a great job in serving Council. She commented that this was one of the few departments that she did not have many questions regarding their portion of the budget.

**Mr. Hetrick** pointed out that the Columbarium will be paid for within a 1-1/2 years, and he noted that this demonstrates that the decisions Council makes will be fiscally responsible. He commented that it is great that both the Clerk and Deputy Clerk are MMC-certified.

**Dr. Bowyer** congratulated Deputy Clerk Scott for recently receiving her MMC, and Clerk Barton for having that certification. She noted that she sits on the Board for the Cemetery Perpetual Care Trust Fund and would concur with moving funding for the barn to that Fund. She commented that developing a Crematorium Garden and Columbarium was another great idea moving forward.

**Mr. Wiggins** expressed his thanks to Vice President Morita for her out-of-the-box thinking on budgeting for the barn.

**President Tisdell** commented that the Cemetery is one of the best kept secrets in Oakland County.

**Discussed.**

**2017-0370** Discussion - Trust and Agency Funds (700's) - 2018 Budget

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[Suppl Clerks Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)

- VHJSC Cemetery Perpetual Care Trust (752)

**See Legislative File 2017-0364 for Council Discussion.**

**Discussed.**

**2017-0369** Discussion - Internal Service Funds (600's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl MIS Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

MIS  
- MIS Fund (636)

**Kevin Krajewski**, Network Administrator/Deputy Director of MIS, **Bill Sauer**, GIS Manager, and **Mike McGinnis**, Computer Systems Administrator, were in attendance to present the MIS Budget.

**Mr. Krajewski** noted that one of the MIS Department's main responsibilities is security of the City's systems and data.

**Mr. Sauer** stated that as GIS and Database Manager, he ensures that the infrastructure and public safety information is secure.

**Mr. McGinnis** noted that his duties include protecting social security numbers and addresses of both current and former employees, and securing accounting, fiscal and purchasing data for the Rochester-Avon Recreation Authority. He mentioned that bank account and routing numbers for employees are also protected.

**Mr. Krajewski** stated that the MIS Department's work prevents thousands of attacks every day against the City's networks, including phishing emails, unauthorized USB drives, ransomware, and more; all while managing the day-to-day business of the Department. He commented that MIS is the only department in the City that can say that the important assets it manages are under attack every day. He noted that a layered approach with multiple overlapping security systems is utilized. He commented that the last line of defense is the City's staff, and he pointed out that security training is now mandatory for all employees. He expressed his appreciation to the MIS team.

**Council Discussion:**

**Mr. Brown** noted that MIS is a department where as long as things are going well, nobody talks about them. He noted that there were no increases proposed for travel and seminars for MIS and questioned whether there was a need. He questioned whether there are ongoing training or security upgrades that the City should be thinking about, noting that it only takes one attack to get through.

**Mr. Krajewski** responded that travel and seminars were increased a few years ago, and the Department is fine with the current level. He explained that the Department tries to take advantage of web-based training and is constantly evaluating the City's security systems.

**Dr. Bowyer** commented that there are many web-based opportunities for training. She questioned the upgrade to the City's website and commented that the search engine is not very good.

**Mr. Krajewski** stated that the website is a few years old and technology has changed.

**Mr. Wiggins** noted fluctuations in the MIS Budget over the last couple of years, and questioned whether it reflects the everyday cost of doing business.

**Mr. Krajewski** responded that expenditures are cyclical. He explained that last year included network upgrades. He noted that each year a part of the network is upgraded.

**Discussed.**

**2017-0364** Discussion - General Fund (100's) - 2018 Budget

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#### HUMAN RESOURCES

- Human Resources Department (233)

**Pamela Gordon**, Director of Human Resources, **Nancy Bowman**, Senior Human Resources Analyst, and **Helen Sultana-Kelly**, HR Analyst-Program Coordinator, were in attendance.

**Ms. Gordon** noted that Leslie Turnbull, Human Resources Assistant, is now full-time; and Margaret Hock, Human Resources Assistant, is part-time. She stated that HR's vision is to be a catalyst for attracting and retaining an engaged work force.

She noted that attractive compensation is critical in a labor market, and stated that Council's funding for a Total Compensation Study and approval of a new salary structure and pay philosophy for 2018 will enhance Rochester Hills' efforts to remain competitive in the labor market.

She reported that the department completed implementation of a new Applicant Management System, providing a greater management role in the hiring process, improved online access for applicants, and reducing time to fill vacancies. She noted that 2018 and beyond will see the development of value-added pay criteria, a redesign of the performance review process, enhancements for supervisor training, and the undertaking of an annual employee engagement survey. She expressed appreciation to Council for their support.

#### **Council Discussion:**

**President Tisdell** stated that the City has been blessed with its veteran employees, and expressed concern that one day they will be gone. He commented that the City may be facing a different challenge in the future relative to longevity of employment stay.

**Mr. Hetrick** noted that the fact that the department is investing in engagement is terrific, and he stated that the Compensation Study was a catalyst for getting it done. He mentioned that other cities are requesting information on how the City undertook that study. He questioned whether the planned enhancements and surveys are incorporated into the proposed Budget.

**Ms. Gordon** responded that they are.

**Dr. Bowyer** stated that the department did a great job in completing the study and planning for its implementation.

**Mr. Brown** noted that with the current pay schedule employees hit their maximum compensation and stay there for a very long time. He pointed out that he likes the new compensation schedule as it gives a longer-term view of how employees can move up in an organization. He stated that he hopes that there is more discussion on innovative ways to compensate employees. He noted that it is easier to operate under a pay-for-performance idea for sales; however, it is not that easy to do so in municipal government.

**Mr. Wiggins** expressed his appreciation to the HR team for undertaking the Compensation Study. He stressed that clarity of job structures are important.

#### ASSESSING

- Assessing (209)
- Board of Review (247)

**Laurie Taylor**, Acting Director of Assessing, presented the proposed Assessing Department budget.

She pointed out that there have been very dramatic changes to Taxable Value over the last 15 years, including four years of negative adjustments. She stated that current conservative estimates over the next three years are for an increase in the inflation rate of approximately two percent. She pointed out that this percentage does not include any uncapping of Taxable Value or any new construction added to the tax rolls. She explained that Rochester Hills has a strong real estate market, showing assessment increases. She noted that the average Residential Assessed Value is \$135,000 and the average Residential Taxable Value is \$105,000.

She stated that with the strong real estate market there have been a significant decrease in Board of Review appeals. She noted that there were only 46 appeals in 2017. She commented that the city has had a dramatic drop in the number of foreclosures, with only 42 in 2016, down from 364 in 2010.

#### **Council Discussion:**

**President Tisdell** pointed out that there is a considerable spread between Actual Value and Taxable Value. He stated that the City is very well positioned for the cycle to endure a market dip.

**Ms. Taylor** stated that while the City could see a reduction in assessments, it would not likely see a reduction in Taxable Value.

**Mr. Brown** commented that for long-term residents Taxable Value can only go up with inflation. He stated that the City is conservative in forecasting for the future. He mentioned that the 2.4 percent unemployment rate is a direct correlation to why foreclosures are low.

#### **PARKS**

- Parks Department (766)
- Natural Resources Division (774)
- Museum Division (802)
- Tree Fund (232)
- Green Space (299)
- Green Space Perpetual Care Trust (761)

**Ken Elwert**, Director of Parks and Forestry, and Alan Buckenmeyer, Parks Operations Manager, were in attendance.

**Mr. Elwert** outlined the Parks' 2018 budget request and how the Department will build connections in the community. He highlighted the following:

#### Innovation Hills:

- The Plan - Six Phases
  - \* Phase I includes trails and plantings. The base parking lot is in progress and should be complete by spring 2018. The first mile trail loop and restrooms are planned for summer 2018.
  - \* Phase II includes the community water feature area, with construction beginning in spring 2018 (or earlier).
  - \* Phase III includes the play areas and sensory garden. Sensory garden plantings start in fall 2017, and should be complete in spring 2018. The design and community input process for the play areas will begin soon.
  - \* Phase IV includes observation areas and art.
  - \* Phase V includes a community structure.
  - \* Phase VI includes bridge connections.

He noted that the City is aggressively pursuing all options and partners for the project. The City's investment to date is \$450,000, including a \$150,000 match for a grant received. Partnerships committed to date are \$775,000. Scott's Miracle Gro provided a \$40,000 grant.

#### Museum Division:

Mr. Elwert noted that new displays will be completed in 2018, and the Equipment Barn project is moving to 2019 to allow for additional time for pursuit of additional partnerships, as construction costs are increasing.

He mentioned that there were 300,000 vehicle entries into the City's parks. He noted that Futsal is a new sport that is gaining in popularity. The sport's origins are in Uruguay.

Parks Division:

He stated that a Feasibility Study is requested to review the possibility of creating a waterpark-like setting at Spencer Park.

Natural Resources Division:

Mr. Elwert stated that a proposed Natural Resources Division will provide a one-stop shop for Natural Resources issues. Forestry functions will be moved into this division, along with several Parks functions. A Natural Resources Manager position will tie the elements together. New functions will include outreach, activities with homeowners' associations, planning for long-term stewardship and pursuing dollars. The Division will develop long-term natural resource management plans.

He stated that the Department's strong team looks forward to discovering innovative ideas.

Council Discussion:

**Vice President Morita** requested information on the following:

- How much the Feasibility Study would be.
- How the Museum traffic count was established, noting that the numbers are all over the board and have not been measured in consistent ways.
- Why there is a 75 percent increase proposed for travel and seminars, and a 1,000 percent increase for printing and publishing.
- Whether there is an interest in pickleball courts and exercise stations in the parks.

**Mr. Elwert** responded with the following:

- The Feasibility Study is budgeted at \$20,000. He noted that this particular line item also includes RecTrac field rental software in the amount of \$10,000.
- There have been no traffic counters at the Museum and he is not convinced that the reported numbers are correct. He stated that they are going to develop a way to report attendance. He noted that the Budget Book contains the best numbers that the Department has had at the time. He stated that the volume has increased, but most likely has not tripled.
- The increase in travel and seminars is based on previously low numbers. He explained that the 1,000 percent increase is represented by an amount of \$500. He explained that some funds will be moved into the Natural Resources Division. He mentioned that the City is contracting with the Rochester-Avon Recreation Authority at their cost to publish the City's programs in their books. He commented that the City never had access to their mailing guides before. He pointed out that travel and seminars are also being transferred from Parks to Natural Resources. He noted that while the line item is going up \$1,500, the corresponding Parks line item is going down \$1,000, resulting in a net increase of only \$500.
- There has been a great interest for pickleball. The Department has been in contact with the Older Persons' Commission as their gym is mostly filled with pickleball players.

**Alan Buckenmeyer**, Parks Operations Manager, noted that Bloomer Park is known for its steps; and he explained that people come from out of state to train there. He stated that people train near the Stone Shelter and the Department wanted to create a workout area away from the shelter.

**Vice President Morita** questioned whether the workout area will result in an increase in rentals for the Stone Shelter.

**Mr. Buckenmeyer** responded that it most likely would not. He stated that people will come to the park to use the fitness area.

**Vice President Morita** questioned whether funds for the court and the workout station would come from General Fund.

**Joe Snyder**, Chief Financial Officer, responded that they would. He noted that the pickleball court is slated for 2019 and the workout station at Bloomer for 2018.

**Vice President Morita** requested these items be included in a Straw Poll to Council. She commended Mr. Elwert and his staff for meeting the needs and concerns of the neighbors in the development of Innovation Hills Park.

**Dr. Boywer** commented that the plans for Innovation Hills are great moving forward and stated that it was great to see that the workouts will move away from the Stone Shelter. She requested information on the following:

- Where the Community Garden appears in the budget.
- Whether there were any changes proposed in the Trailways Commission budget.
- How the transfer-in from the Green Space Perpetual Care Fund will fund stewardship activities. She questioned whether the funding would go to the environmental consultants, and why the spending is continued at a high level.
- Whether the City would develop a phragmites control ordinance.

**Mr. Elwert** responded with the following:

- The Community Garden budget is less than \$5,000, and it is incorporated into the Parks Budget instead of being a separate cost center.
- Some changes for Trailways have been budgeted.
- The majority of the funds budgeted over \$200,000 for Green Space Stewardship goes directly to the removal of invasive species. The remainder goes toward staff time working on that project. The long-term management plan is a ten-year plan, with the first three years of higher costs before they taper off. The Department is working on preparing a long-term financial analysis as to when those costs will drop off. He noted that some of the projects are intensive for three years, some for five years, and some are seven-to-ten years.
- There have been citizen requests for some type of phragmites control ordinance, and some neighboring communities have some type of ordinance. The Department will be bringing some options to the Mayor's office.

**Dr. Bowyer** stated that it would be nice to have a Michigan Department of

*Environmental Quality permit that could cover the residents of the City as it is hard for a resident to obtain their own permit.*

**Mr. Snyder** noted that the Trailways Commission was contained in City Council's budget as it is part of an Interlocal Agreement.

**Mr. Hetrick** commended Mr. Elwert and his team for the recently-approved Parks and Forestry Strategic Plan. He questioned whether the Green Space Perpetual Care Fund was generating \$300,000 in interest, whether the City is spending less than the amount of interest, and if the fund is sustainable for the foreseeable future.

**Mr. Snyder** responded that the Trust is not only invested per Public Act 20 and instead has more options. He noted that these funds are invested in equities and a five percent annual return is projected. He stated that right now the fund has a little over \$6 million, and less funds are budgeted for transfer than interest income. He pointed out that per policy, the Fund cannot be drawn down below \$5.7 million.

**Mr. Hetrick** noted the proposed addition of the Natural Resources Manager and questioned whether the Department was planning to add additional personnel for future years.

**Mr. Elwert** responded that there are no plans for any additional staff. He noted that at this point the Department is planning on bringing Innovation Hills Park online without additional staffing.

**Mr. Brown** commented that he used the steps at Bloomer. He noted that he participated in a Boys and Girls charity outing on the west side of Michigan at a country club which had a pickleball court. He mentioned that various transfers planned for personnel between the divisions and questioned whether the only addition was the Natural Resources Manager.

**Mr. Elwert** responded that only one new full-time position is requested.

**Mr. Brown** questioned whether the proposed salary adjustment encompassed the addition of more than one employee.

**Mr. Elwert** responded that the largest division in the City is the Parks Department. He stated that that personnel budget actually went down. He explained that two full-time positions were transferred out of the Parks Division, and a Museum staffing change has already occurred. He stated that those staffing shifts combine for \$200,000 of the \$240,000 increase for Natural Resources. He mentioned that there are additional requests for professional and contract services included, encompassing approximately \$60,000. He noted that the remainder is due to general salary increases for Forestry staff in that area.

**Mr. Wiggins** questioned whether the net gain was for one employee, and what overall costs were going up for personnel.

**Mr. Snyder** responded that salary with all benefits included was \$130,000 total. He noted that the salary is in the \$80,000 range as it is a manager's position.

**Mr. Wiggins** noted that Innovation Hills budget for 2017 is in the range of \$1 million, and at this point the City has only allocated \$450,000 from the General Fund.

**Mr. Elwert** responded that the City has received grants, project agreements, and commitments of \$775,000; and has spent or committed to spend \$450,000. He noted that \$150,000 is allocated for a matching grant. He explained that some of that was spent for the development of the strategic framework plan, and much is in design fees and construction documents. He noted that the City is expecting its contribution to be around 50 percent.

**Mr. Wiggins** questioned why the Museum Equipment Barn is slated for 2019.

**Mr. Elwert** responded that the average per square foot cost has gone up substantially, and the Museum needs more time to meet the percentage for fund raising. He noted that it is proposed in the Capital Improvement Plan for the City to match 75 percent of the cost, as City equipment will be stored there.

**Dr. Bowyer** questioned whether pickleball courts that were previously constructed at Borden were built incorrectly.

**Mr. Elwert** noted that portable nets obtained for \$1,000 were placed on tennis courts to try them. It was noted that the surface affects the play of the ball, and those trying these courts out let the City know that the court surface was not right for pickleball.

**Mr. Brown** noted that in computing salaries and wages for Parks, the new Natural Resources Division, and the Museum, the difference between 2017 and 2018 is roughly \$200,000. He stated that adding two percent to the 2017 Budget, and adding \$135,000 for the new Manager, the Parks Personnel line item is within \$20,000 of \$200,000.

**Vice President Morita** commented that Mr. Wiggins raised great questions regarding the Museum Equipment Barn. She pointed out that the Museum is looking to rebuild a historic barn, and has a need to house its own tractors and other equipment. She noted that the building must be historically accurate to fit in with the rest of the property. She commented that the Museum is looking at having a display area on the first floor and equipment storage on the second floor. She mentioned that the Museum Foundation Board is considering whether to install sprinklers in the building, and noted that while it adds tremendous cost to the construction, it may be warranted to protect the building. She stated that the Museum Foundation Board is seeking donations for the Equipment Barn.

**Discussed.**

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl PED Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)

- *Museum Division (802)*

**See Legislative File 2017-0364 for Council Discussion.**

Discussed.

**2017-0365** Discussion - Special Revenue Funds (200's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl RARA Presentation.pdf](#)  
[Suppl OPC Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)  
[Suppl OCSO Presentation.pdf](#)  
[Suppl Fire Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

- *Tree Fund (232)*
- *Green Space (299)*

**See Legislative File 2017-0364 for Council Discussion.**

Discussed.

**2017-0370** Discussion - Trust and Agency Funds (700's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl Clerks Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)

- *Green Space Perpetual Care Trust (761)*

**See Legislative File 2017-0364 for Council Discussion.**

Discussed.

**2017-0371** Discussion - Component Units (800's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl PED Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)

- *RH Museum Foundation Trust Fund (870)*

**See Legislative File 2017-0364 for Council Discussion.**

Discussed.

**2017-0365** Discussion - Special Revenue Funds (200's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl RARA Presentation.pdf](#)  
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[Suppl Parks Presentation.pdf](#)  
[Suppl OCSO Presentation.pdf](#)  
[Suppl Fire Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

**SPECIAL POLICE**

- Special Police Fund (207)
- Crossing Guards (315)

**Captain Michael Johnson**, Oakland County Sheriff's Office (OCSO), stated that he has been Station Commander for Rochester Hills for the past nine years. He stated that the Rochester Hills Substation has 48 Deputies and nine Command Officers.

**Joe Snyder**, Chief Financial Officer, stated that the Police Fund has been stable, and the addition of two officers is proposed. He pointed out that even with the addition of two officers, the Special Police millage rate will decrease.

**Captain Johnson** noted that for Fiscal Year 2017, there was a 2.15 percent decrease in the Sheriff's Contract. For Fiscal Year 2018, a 2.80 increase is proposed.

He reviewed the statistics for 2016 and the first six months of 2017, noting the following:

- Total calls for service in 2016 were 33,489, up by approximately 2,000 calls over 2015. For the first six months of 2017, 17,000 calls were received, projecting out to approximately 34,000. The trend continues to rise.
- Part A crimes are considered more serious against persons, and are down and have leveled off for the past few years.
- Part B crimes are typically classified as crimes against property and less serious crimes against persons, and are also staying down.
- The False Alarm Ordinance has reduced alarms by approximately one-third since its inception in 2006. The Ordinance addresses repeat offenders that refuse to repair their alarms. Alarm registration can be accomplished online or by phone.
- Overtime hours have trended downward. Much of overtime is incident-driven. 2016 is the fourth year that deputies could use comp time instead of overtime, saving approximately \$11,000.

He noted that on April 19, he met with the Public Safety and Infrastructure Technical Review Committee and requested they endorse the addition of two deputy positions. He explained that the Sheriff's Office is constantly being contacted by homeowners' associations and businesses asking for community liaison presentations. He noted that the school liaison officer can fill this role during the summer; however, during the rest of the year someone must be taken off of the road patrol. He pointed out that these requests typically are for the afternoon shift, which already experiences increased calls. He requested the addition of a Community Liaison Officer and an afternoon shift traffic Deputy

II. He noted that there were 60 officers assigned to Rochester Hills in 2010; and it is proposed to be back to 60 officers for 2018.

**Council Discussion:**

**Mr. Brown** stated that the number of officers per resident is a declining number as the population is increasing. He commented that it is impressive that the City has been able to keep this number low and receive awards for being one of the safest cities. He questioned how often the deputies are all out responding to calls, and how response times are trending.

**Captain Johnson** responded that he is not certain that the dispatch program could capture that information. He noted that the deputies are already out on the streets when receiving calls.

**Vice President Morita** noted that Deputy Mark Hickson has been a tremendous asset helping with the Rochester-Auburn Hills Community Coalition. She questioned whether Captain Johnson could see Deputy Hickson fulfilling the Community Liaison Officer position.

**Captain Johnson** responded that he knows that Deputy Hickson is interested in the position.

**Mr. Hetrick** questioned whether traffic accidents are trending upward, noting that this number is relevant in considering the request for an additional officer during drive times.

**Captain Johnson** responded that traffic complaints have risen from 3,000 in 2012 to 7,600 in 2016. He noted that crashes were 2,600 in 2012 and have risen to 3,323 in 2016. He stated that while serious crime is going down, calls for services are going up.

**Mr. Hetrick** pointed out that the City will pay for the additional officers due to the reduction in the contract; and noted that the debt bond allows the funding of these additional officers virtually in perpetuity.

**Mr. Snyder** noted that the last debt payment for the substation will occur in 2020, after which the City will own the building.

**Dr. Bowyer** expressed her appreciation for the efforts to make Rochester Hills the Safest City in Michigan.

**Mr. Wiggins** concurred, and expressed his thanks for the OCSO's hard work.

**President Tisdell** questioned whether adding a patrol officer would require the addition of another vehicle.

**Captain Johnson** responded that one car is required for three deputies.

**President Tisdell** questioned whether there was a need for an additional Detective position.

**Captain Johnson** responded that a Detective Position was added in 2008 and has not been increased since. He pointed out that Detectives are busy with identity theft cases. He noted that the Community Liaison Officer can assist with investigations. He mentioned that Deputy Hickson met with Kostal and FANUC representatives this week providing a security analysis for the firms.

**Discussed: SPECIAL POLICE FUND: Special Police Fund.**

**2017-0364** Discussion - General Fund (100's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl PED Presentation.pdf](#)  
[Suppl Building Presentation.pdf](#)  
[Suppl Clerks Presentation.pdf](#)  
[Suppl HR Presentation.pdf](#)  
[Suppl Assessing Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)  
[Suppl OCSO Presentation.pdf](#)

- Crossing Guards (315)

**See Legislative File 2016-0365 for Council Discussion.**

**Discussed.**

**2017-0365** Discussion - Special Revenue Funds (200's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl RARA Presentation.pdf](#)  
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[Suppl Parks Presentation.pdf](#)  
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[Suppl Fire Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

**FIRE DEPARTMENT**

- Fire Department Fund (206)  
- Fire Capital Fund (402)

**Sean Canto**, Chief of Fire and Emergency Services, Todd Gary, Deputy Chief, and Deborah Happy, Administrative Coordinator, were in attendance to present the Fire Department proposed Budget.

**Chief Canto** stated that the mission of the Rochester Hills Fire Department is to protect and preserve life, property, and the environment through a highly trained and dedicated team. He highlighted 2017 accomplishments for the Department:

- Collaboration with SCBA Manufacturer to field test and implement new Electronic Firefighter Accountability System.  
- Recognized by Ascension-Crittenton Hospital for the fastest "Door to Needle" and "Door to Balloon" time.  
- Placed several new fire apparatus in service.

- Collaboration with Auburn Hills Fire Department for the first Full-Time Fire Fighter Academy.
- Implemented electronic Fire and Life Safety Inspections.
- Purchased Body Armor and Casualty Care Bags.
- Collaboration with the Oakland County Sheriff's Office to train in Active Shooter Scenarios.
- Partnered with the Rochester Parent-Teachers Association to distribute over 200 bicycle helmets to area children.

He noted that the Department is at an all-time high in incident volume, with 6,667 incidents in 2016. He stated that the Department is on pace for 7,100 incidents in 2017. He explained that the majority of incidents occur on Monday through Friday from 7:00 a.m. to 9:00 p.m. He commented that it is during these times that the City needs mutual aid and he noted that this is also a high call volume time for its neighboring communities as well. He reviewed the number of times that the Department was without an available unit noting that multiple incidents were reported during the March windstorm, and again in June and July. He mentioned that during the Festival of the Hills, the Department responded to two other structure fires. He explained that in July, the Department was working a house fire on Auburn Road and four incidents occurred during that time. He stated that the incident volume continues to grow and the Department is continuing to monitor the volume and any changes in response time. He noted that the Community Risk Reduction Division is challenged to keep up with increased demands.

He listed goals for 2018 and beyond, noting the following:

- The addition of four full-time Firefighter-Paramedics. The goal is to decrease overtime and fatigue of personnel and will be accomplished within the current budget with no increase to the millage. He explained that some personnel can get caught working 72 hours straight.
- The Department will continue to address the health, fitness, and wellness of its personnel.
- The Department will continue to identify areas of essential training needed.
- Increased exposure is planned to the City's senior population for Slip, Trip and Fall prevention.
- Further relationships are planned with senior living facilities to address Fire and Life Safety concerns.
- Completion of Fire Station 4 and Training Tower renovations.

He stated that the goal is to improve the residents' quality of life.

#### **Council Discussion:**

**Mr. Brown** expressed his appreciation for the analysis regarding the times the City was without an available unit, noting that monthly numbers were previously in the 30s and now have fallen to the single digits. He questioned whether the Department can project long-term rates of increase in calls due to the construction of additional senior living facilities, and whether one call per bed per year is a common statistic.

**Todd Gary**, Deputy Chief, responded that 31 percent of calls this year have been for incidents at senior centers. He stated that there are currently 1,886 total senior residential rooms with another 141 under construction. He explained that in

2015, calls averaged 1.07 per room, in 2016 they were 1.15 per room, and so far in 2017 they are 1.2 calls per room. He pointed out that the trend now is to see rooms being occupied by two people, and noted that 82 units in one facility had 91 residents. He explained that the City has capacity for approximately 3,200 residents in the existing senior living complexes and the Department will see call volumes increase.

**Mr. Brown** questioned whether there are any ideas on how to reduce calls, perhaps through facility design or an education program.

**Chief Canto** responded that "Remembering When" is a national fire life safety education program; and he noted that Nancy Butty, Public Education Specialist, went out with an individual from the Comfort Keepers company to work with facilities to encourage the use of slip resistant bottoms in bathtubs, slip resistant mats, and the use of step down units. He noted several facilities include the transition from independent care to assisted living, and then to skilled nursing care.

**Mr. Brown** commented that it is not a tough sell to convince Council to support the Fire Department.

**Chief Canto** noted that the Department is working on succession planning. He explained that of the many Department members in attendance this evening, each was a division head preparing to take their next step in their career.

**Vice President Morita** noted that she had sent a lengthy email with questions, and reviewed them, noting the following and requesting he review his responses:

- Why did the Travel and Seminars line item increase substantially.
- When retirement communities come on line, whether they are inspected for handicap assists in bathrooms and other areas.
- When a resident moves out, whether the Department reinspects to determine whether safety items are still in place.

**Chief Canto** responded that things change daily in fire service and the Department strives to keep its members abreast of the latest education and technology. He mentioned that some of the courses members have attended include topics such as labor law and arbitration, front line supervisor discipline, and leadership. He noted that the Fire Marshal's office attended a seminar on plan review. He stated that training gives credibility to the Department.

**Scott Cope**, Director of Building/Ordinance Compliance, stated that inspections are a part of code requirements when facilities are first installed during the construction process. He explained that the Department does not have a reinspection process. He stated that the City has an inspection process for rental properties; however, nothing is in place for inspections inside of a home in a senior living center. He noted that nothing in the Ordinance allows for that.

**Bill Cooke**, Assistant Chief/Fire Marshal, explained that annual life and fire safety inspections deal with common areas and do not deal with the residential aspects. He stated that the Department does not review grab bars during the

annual inspections. He noted that the Department is looking into where the falls take place and is working with the EMS Division to pinpoint locations.

**Vice President Morita** suggested that there be a way to corral the information to determine if something could be done. She questioned whether an ordinance could be drafted requiring inspection for all of the City's Continuing Care Retirement Communities once every year. She suggested looking at the fee schedule for repeat offenders and commented that the City Attorney should look into a Cost Recovery Ordinance as some communities have done.

**Mr. Cope** responded that he could check with the City Attorney to determine whether the City could draft an ordinance to require inspections.

**Chief Canto** noted that independent living facilities with 200 residents generate a number of calls.

**Mr. Kubicina** noted that he had the opportunity to ride along on an EMS shift last year and was impressed with the Department members' professionalism. He noted that the job is very physically demanding and requires constant training. He questioned how the Department recruits the top people for the positions. He suggested that high school counselors can be consulted, noting that many graduates are not aware of the opportunities.

**Chief Canto** noted that in addition to the four new recruits proposed, the Department has three vacancies due to retirements. He stated that the Department has a great recruiting process and asks good questions. He pointed out that 28 people have applied, while a neighboring department only had seven applicants for six open positions.

**Mr. Wiggins** questioned whether any types of incident numbers were going down.

**Assistant Chief Gary** responded that every call type is going up.

**Chief Canto** noted that the Department is encountering more run volume, including more responses to motor vehicle accidents and more responses to structure fires.

**Mr. Hetrick** commented that he cannot say enough about how the Departments are delivering their presentations in a data-driven way. He stated that this helps drive the decision-making process and helps Council to understand why changes are requested. He questioned what the Department's outlook is for the coming years with call trends going up from the additional assisted living facilities.

**Chief Canto** responded that the Department consistently looks at run volume, and assisted living facilities are 31 percent of run volume. He noted that the South Boulevard and Adams Road corridor receives multiple calls.

**Assistant Chief Gary** concurred, noting that Section 31 has two Oakmont facilities, nine American House facilities and Boulevard Health. He pointed out that there are 661 rooms in Section 31.

**Mr. Hetrick** noted \$1.2 million proposed for a ladder truck in 2019 and questioned whether that would be a cap or maximum amount needed.

**Chief Canto** responded that the actual expenditure should be at or below that. He pointed out that two ladder trucks would be replaced with one. He noted that the Department picks an apparatus to serve a community. He mentioned that two engines are forecast for replacement in 2023. He stated that the planning will prolong how far out the Capital Fund will go. He commented that it will save the City approximately \$600,000 to replace two aerial devices with one. He stated that the City is right-sizing its fleet. He mentioned that old apparatus frequently cannot be repaired as parts are not available.

**Dr. Bowyer** questioned how response times are trending.

**Chief Canto** responded that Section 31 served by Station 3 has seen approximately a 20 second increase due to concurrent calls. He noted that the Department is monitoring the response times and are working with mutual aid partners. He mentioned that Auburn Hills now has all three of its stations staffed 24 hours a day.

**Discussed.**

**2017-0367** Discussion - Capital Funds (400's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl Fire Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

- Fire Capital Fund (402)

**See Legislative File 2017-0365 for Council Discussion.**

**Discussed.**

**2017-0365** Discussion - Special Revenue Funds (200's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl RARA Presentation.pdf](#)  
[Suppl OPC Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)  
[Suppl OCSO Presentation.pdf](#)  
[Suppl Fire Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

**D.P.S.**

- Major Road Fund (202)
- Local Street Fund (203)
- Pathway Maintenance Fund (214)
- Pathway Construction Fund (403)
- Water Resources Fund (244)
- Sewer - Operating Division (510)

- Water - Operating Division (530)
- Water & Sewer - Capital Fund (593)
- Water & Sewer - Debt Fund (595)
- Fleet Fund (661)

**Allan Schneck**, Director of DPS/Engineering, and **Paul Davis**, City Engineer/Deputy Director of DPS, were in attendance. Mr. Schneck introduced Tracey Balint, Public Utilities Engineer, Bruce Halliday, Fleet Manager, Lori Hamilton, Administrative Assistant, and Jeff Fox, General Foreman. He noted that Leon Luedeman, General Foreman, and Paul Shumejko, Transportation Engineer, were not in attendance this evening.

He stated that the Department is comprised of four areas: Water and Sewer; Roads, Pathways and Water Resources; Fleet Services; and Administrative Services. He commented that staff members are on call 24 hours a day, 365 days a year, and maintain 300 vehicles and pieces of equipment, 1,000 miles of underground utilities, 280 miles of roads, and 97 miles of pathways. He noted the many accomplishments that the Department has undertaken:

- Seventy people make up the Department of Public Services.
- Over \$2.9 million in savings to the City since joining the North Oakland County Water Authority.
- Over 16 miles of new Roads and Pathways since 2011.
- Averaging \$100,000 of insourcing revenue from shared service agreements per year.
- Responsible for 80 percent of the Capital Improvement Plan.
- Created the first on-call program in DPS.
- Over 21 million in Capital Projects in 2017.
- 1,075 new water and sewer user accounts since 2011.
- Responsible for over \$400 million of infrastructure.
- The Department is 100 percent committed to providing a high quality of life.

Projects in Progress include:

- Concrete, Asphalt, and Pathway Programs.
- Auburn Road Corridor.
- Watermain/Resurfacing Project.
- Eddington/Drexelgate Realignment.

Refining the Way the Department Works:

- Salt Application Rates were reduced from 800 pounds to 200 pounds.
- Wing Plows were added to enhance the capabilities of existing equipment.
- AVL Technology improves operations management for clerks and other staff.
- Smart Phones allow for more effective communication and sharing of job site photos.
- Anti-Icing Methods include applying brine solutions to prevent ice from forming.
- iPad Technology is used for Miss Dig, GIS Maps and Asset Management.
- Dust Control now uses brine to complement calcium chloride.

Mr. Schneck noted that local street condition ratings have been improving with 89 percent of the City's Local Streets now seen as in good condition, and shows that the City's money has been invested wisely. He mentioned several areas of Community Engagement the Department has been involved in, including the following:

- The Community Mural was painted at the DPS Garage.
- Clinton River Paddlepalooza was a great event.
- Tons of Trucks was held at Borden Park.
- A Water Safety Presentation was given to the Rochester Rotary Club.
- The Department hosted another Paint the Plow event with the Rochester Community Schools.
- Mentors Plus visited the DPS Garage.
- Staff made a presentation to the Brewster Robotics Team.
- The Department was represented at the Reuther Career Fair.
- Approximately 4,000 people come through DPS each year.

Mr. Schneck thanked Council for its continued support of DPS activities.

#### **Council Discussion:**

**Mr. Kubicina** noted that he has called DPS staff countless times regarding road or water issues in District 2, and stated that staff has never failed to respond. He commented that the City has one of the top Fleet Managers in the country, Bruce Halliday; and the Department has won countless awards.

**Vice President Morita** questioned what is recommended as the balance the City should keep in the Local Street Fund.

**Joe Snyder**, Chief Financial Officer, explained that the Local Street Fund has a total expenditure for operations and capital of \$10 million per year. He noted that best standards dictate a 20 to 25 percent minimum in those fund balances, with \$2 to \$2.5 million being the lowest threshold. He noted that GFOA best practices is to keep 20 to 25 percent of operations; and he noted that annual operating is approximately \$5 million, added to a construction of \$5 million to arrive at the total of \$10 million per year. He commented that argument could be made for anywhere between 20 to 25 percent of \$5 million, to even 25 percent of the full \$10 million. He stated that \$1.5 to \$2.5 million would be a low-end target for the Local Street Fund. He pointed out that currently the Local Street Fund Balance will end the year with approximately \$6.2 million. He mentioned that there was an idea discussed, after using Fund Balance last year to offset a reduce transfer to Local Streets due to the Fire Station Projects, that a planned draw-down of \$1 million from Fund Balance each year over the course of three years might offset the amount that the General Fund must transfer and still provide for \$5 million of annual construction. He noted that the Local Street Fund is a Special Revenue Fund and its use is restricted to only be used for Local Streets. The City would then use those funds first and keep uncommitted dollars in the General Fund. He stressed that at any point General Fund money could be directed to Local Streets; however, Local Street money could not go to General Fund.

**Vice President Morita** suggested that instead of transferring \$3.8 to \$3.9 million from General Fund, only \$2.8 or \$2.9 million be transferred, with the Fund Balance from Local Streets drawn down by \$1 million per year. She stated that this would free up General Fund dollars if a special project were to occur. She commented that this draw-down would occur for just the next three years. She requested this item be placed on the Straw Poll. She stated that by making this one change, the drop in General Fund Fund Balance would not be \$4 or \$5 million lower as projected, but would only be \$2 million lower after three years.

She commented that while she loves the idea of putting a pathway along Technology Drive, she noted that there are portions of incomplete pathways along Auburn Road. She questioned whether the Technology Drive pathway was driven to benefit the businesses.

**Mr. Davis** responded that the pathway will benefit the community. He noted that the Department reviewed north/south links to the Clinton River Trail, and explained that the Department has a ranking program for its pathways including a number of different factors. He stated that one factor is connectivity to trailways and a shopping district, another is gaps, and another is cost. He noted that cost is always a factor, and he mentioned that it is expected that no right-of-way will have to be purchased to make the Technology Drive pathway work.

**Mayor Barnett** noted that the pathway is receiving funding from the Local Development Finance Authority (LDFA). He commented that other gaps would not likely be funded by LDFA monies.

**Mr. Davis** stated that Technology Drive was thought to be a good project that rated high, and the City has the ability to move forward with it. He commented that while the City wants to complete the pathways along Auburn Road, it will be more difficult to acquire the property, plan, and construct the pathway.

**Vice President Morita** questioned whether the completing the pathway on Technology Drive would move the gaps in the Auburn Road pathway up in priority as it would enable the residents to go directly north.

**Mr. Davis** responded that Technology Drive has direct connectivity to the Clinton River Trail and low construction costs. He confirmed that Auburn Road pathway areas with Technology Drive in place would receive a higher priority.

**Mr. Brown** commented that he favored the idea of including the question on Council's Straw Poll. He requested input from staff, prior to responding to the Straw Poll, to provide information on where funding would come from for the streets interested in participating in the Special Assessment District (SAD). He expressed concern that should the Local Roads Fund be drawn down, funding for SADs would have to be moved over from General Fund to accomplish SAD paving.

**Mr. Snyder** responded that it would. He commented that at this point it is not known that these projects will happen in a timely fashion.

**Mr. Brown** noted that with the timing of an SAD, the funding would not be spent in 2018 and might get into the 2019 Budget.

**Mr. Davis** stated that the SAD process is a three-year cycle from the time of a call for projects to the Capital Improvement Project (CIP). He noted that the call for projects for the next SAD would be in September and October of this coming year. He explained that the City received two requests for public information, regarding Bolinger and Michelson.

**Mr. Brown** commented that it does not matter where the funds come from; however, if Local Roads Fund Balance is drawn down, the City would have the flexibility to use these funds somewhere else if needed from the General Fund.

**Mr. Hetrick** concurred, noting that the SAD process allows the City to pinpoint through CIP activity when and how much funding is needed. He expressed his congratulations to the Department for the swift and great work being done on the Eddington and Drexelgate realignment project. He commented that the communications coming to Council and to the residents regarding this project has been terrific and has been helping to keep the project moving. He questioned whether it was on budget and on schedule.

**Mr. Schneck** responded that it is on schedule.

**Mr. Hetrick** commented that the fact that 89 percent of the City's Local Streets are now considered in good condition is testament to the efforts of the DPS staff. He stated that to continue with the \$5 million investment in Local Streets going forward will continue to drive that number up above 90 percent.

**Mr. Schneck** responded that there are a mix of fixes available for the roads, including hot melt asphalt and mill-and-fill work. He noted that there is a substantial amount of concrete roadway that needs to be rehabilitated; and concrete is more expensive. He stated that the need is evaluated year-to-year with a rating system of all roadways. He commented that he believes that the \$5 million is appropriate and is not expecting significant jumps as it had in previous years. He stated that getting the poor road rating down to approximately seven to eight percent means the Department is doing very well.

**Mr. Hetrick** questioned how the fleet replacement is scheduled and what changed over time to move some replacements out a year or two.

**Mr. Snyder** responded that every year vehicles are reviewed to determine if any replacements can be deferred. He commented that the vehicles recommended for 2018 are needed; and if not needed, they will be deferred.

**Mr. Schneck** credited Mr. Halliday for his work to score and right-size the fleet model for the next five years.

**Dr. Bowyer** expressed her thanks for DPS assistance provided to residents of her district. She noted that she is glad to see that Hamlin Road is going to be redone by Adams. She questioned whether there would be any way to obtain agreements with the Michigan Department of Transportation (MDOT) for the Auburn Road Corridor for 2018.

**Mr. Schneck** responded that the Auburn Road project is in preliminary engineering, and there have been favorable discussions with MDOT. He noted that they will review whether any work could possibly be advanced in 2018.

**Mayor Barnett** commented that the Administration can clearly sense that this is a high priority for Council. He stated that the Administration will review the project and provide an updated timeframe to Council shortly.

**Mr. Davis** commented that as an engineer, he would like to see the project move forward; however, the project should not be rushed to allow for proper planning. He noted that road profile is an issue, as some storefronts are lower than the roadway. He commented that there are many number-one priorities for DPS, and he noted that a key manager in the Department has also been out all summer, hampering the Department's efforts to move along as fast as it would like to move.

**Mr. Wiggins** expressed his thanks for the work on the Eddington Boulevard Realignment.

**President Tisdell** noted that there is approximately a half-million dollars in debt service expiring in the Local Street Fund, and questioned whether those monies will stay within Local Streets and help the bottom line for the fund.

**Mr. Snyder** responded that they would, and explained that the Local Street transfers out to the Debt Fund. Once paid, that transfer will no longer have to be made. He pointed out that the debt is done and is not included for 2018. He stated that this has already been accounted for in the proposed Budget.

Relative to other budget areas discussed this evening, **Vice President Morita** questioned whether Pat McKay, Museum Manager, would be coming to Council with a new fee schedule for Museum Barn rentals and weddings. She questioned whether Mr. McKay will be working with someone who is an expert in venue rentals.

**Ken Elwert**, Director of Parks and Forestry, responded that it is his opinion that a consultant is not necessary, and explained that fees have been discussed for several months.

**Vice President Morita** questioned how the Mayor's Office receives approval for travel and seminar expense. She noted perhaps President Tisdell could sign off on Mayoral travel costs as an extra layer of protection.

**Mayor Barnett** responded that 30 individuals are covered by the Mayor's Department travel budget, including Fiscal and Accounting. He stated that he supports innovation whether it be the Fire Chief or the DPS Director, and noted that it is impossible to lead an innovative organization if his people cannot get in front of others. He stressed that the City has a very strict policy on travel that has multiple sign-offs, and the constraints for travel are incorporated into the Budget. He

*noted that the City celebrates many innovative things, and these innovations are often generated from collisions with other people in the field.*

**Vice President Morita** *noted that she would concur with having a table of contents for the document, and questioned whether Mr. Snyder could send a list of accounts for reference with the Budget Books.*

**Mr. Wiggins** *commented that it appears that almost every department is seeing an increase in travel and seminar expense.*

**President Tisdell** *summarized the following Straw Poll items:*

- Cemetery Equipment Barn - draw down dedicated Perpetual Care Funds versus unrestricted General Funds.
- Capital Outlay for Pickleball Court and Exercise Station.

**Mr. Snyder** *stated that he would break those items up, and whether Council's answer would be to include, delete, or defer the items.*

**President Tisdell** *stated that the final Straw Poll item would be relative to a strategy for a three-year proportional draw-down of dedicated Local Roads Fund Balance to an acceptable minimum versus an unrestricted draw-down of General Fund Dollars. The amount would be \$1 million per year for the next three years.*

**Mr. Snyder** *commented that he would provide an idea of what Bolinger and Michelson paving costs might be.*

**Vice President Morita** *questioned whether the Straw Poll item should be broken into two parts, considering \$1 million, or some type of formula.*

**Mr. Wiggins** *stated that he would prefer the item to consider up to \$1 million to provide flexibility.*

**Mr. Snyder** *commented that he would provide a before and after for each fund. He pointed out that that budget item includes snow plowing; and if funds are not used, the balance goes up each year.*

**President Tisdell** *stated that he would include reference to \$1 million, and then add a kill switch as Fund Balance approaches the minimum desired balance. He noted that if the City experienced a bad snow year, its hands would not be tied.*

**Mr. Brown** *pointed out that the \$1 million would apply specifically to next year's Budget, with Council's hands not tied to that amount for 2019 and 2020. He commented that he believed that Council would opt to do the same thing for two more subsequent years.*

**Mr. Snyder** *confirmed that the item could be revisited next year.*

**Mr. Hetrick** *commented that he wished to remove the \$20,000 rental income for*

*the Orthopedic Spine & Sports Therapy group from the Rochester-Avon Recreation Authority (RARA) Budget.*

**Mr. Wiggins** suggested that guidelines or parameters for their General Fund Balance should be developed.

**President Tisdell** noted that perhaps that was an item for discussion by the Strategic Planning and Policy Technical Review Committee. He noted that the intent of Council could be written up and presented formally to the Strategic Planning Committee.

**Mr. Hetrick** responded that his wish to include this item in the Straw Poll is driven by the fact that their buildout has not been approved by the Planning Commission; and, therefore, they have revenue in the Budget that has not been realized.

**Mayor Barnett** suggested that the City Attorney be consulted. He commented that while the Straw Poll question on this item might be a recommendation, RARA is covered by an Interlocal Agreement. He stated that he wished to ensure that Council was aware what a yes or no vote on that item would mean to RARA. He noted that Council clearly holds the purse strings with its other Straw Poll questions, this particular item is different.

**President Tisdell** expressed his appreciation to everyone for their work at tonight's meeting.

Discussed.

2017-0367 Discussion - Capital Funds (400's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl Fire Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

- Pathway Construction Fund (403)

**See Legislative File 2017-0365 for Council Discussion.**

Discussed.

2017-0365 Discussion - Special Revenue Funds (200's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl RARA Presentation.pdf](#)  
[Suppl OPC Presentation.pdf](#)  
[Suppl Parks Presentation.pdf](#)  
[Suppl OCSO Presentation.pdf](#)  
[Suppl Fire Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

- Water Resources Fund (244)

**See Legislative File 2017-0365 for Council Discussion.**

Discussed.

2017-0368 Discussion - Water and Sewer Funds (500's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl DPS Presentation.pdf](#)

- Sewer - Operating Division (510)
- Water - Operating Division (530)
- Water & Sewer - Capital Fund (593)
- Water & Sewer - Debt Fund (595)

**See Legislative File 2017-0365 for Council Discussion.**

Discussed.

2017-0369 Discussion - Internal Service Funds (600's) - 2018 Budget

**Attachments:** [082117 Budget Presentation Schedule.pdf](#)  
[Suppl Budget Overview Presentation.pdf](#)  
[Suppl MIS Presentation.pdf](#)  
[Suppl DPS Presentation.pdf](#)

- Fleet Fund (661)

**See Legislative File 2017-0365 for Council Discussion.**

Discussed.

## NEXT MEETING DATE

*Regular Meeting - Monday, August 28, 2017 - 7:00 p.m.*

## ADJOURNMENT

*There being no further business before Council, Vice President Morita moved, seconded by Kubicina, to adjourn the meeting at 11:14 p.m.*

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MARK A. TISDEL, 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 Secretary  
City Clerk's Office

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