



Rochester Hills Minutes

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Community Development & Viability Committee

*Ed Anzek, Bryan Barnett, Scott Cope, Frank Cosenza, Barbara Holder, Jim Duistermars,
Michael Kaszubski, Erin Mozer, Roger Rouse, Katie Talbert, Mark Witte*

Thursday, April 28, 2005

5:30 PM

1000 Rochester Hills Drive

draft

CALL TO ORDER

Chairperson Barnett called the Regular Community Development & Viability Committee meeting to order at 5:35 p.m.

ROLL CALL

Present: Bryan Barnett, Jim Duistermars, Barbara Holder and Michael Kaszubski

Absent: Frank Cosenza

Non-Voting Members Present: Ed Anzek, Roger Rouse, Erin Mozer, Katie Talbert and Mark Witte

Non-Voting Members Absent: Scott Cope

Others Present:

Diane Keller, Accountant

Pam Lee, Accountant

Jack Sage, Ordinance Inspector

Bob White, Supervisor of Ordinance Services

Kim Murphy, Administrative Coordinator

Bud Leafdale, General Superintendent

APPROVAL OF MINUTES

2005-0293

Regular Community Development & Viability Committee Meeting - January 27, 2005.

Attachments: 012705 Draft Minutes.pdf; Resolution Draft Min.pdf

A motion was made by Holder, seconded by Kaszubski, that this matter be Approved.

Resolved that the Community Development & Viability Committee hereby approves the Minutes of the Regular Meeting of January 27, 2005, as presented.

The motion carried by the following vote:

Aye: Barnett, Duistermars, Holder and Kaszubski

Absent: Cosenza

COMMUNICATIONS

Mr. Paul Funk, Chairperson of Open Space Preservation Ad-Hoc Committee, provided an update on Open Space Preservation noting the following:

- * Committee is coordinating input from our Save Open Space Rochester Hills Friends which is a committee that had been formed and has been operating in the community for the last year or two.*
- * Committee currently has several versions of Open Space Preservation draft ballot language that is being reviewed.*
- * Committee is working with Kurt Dawson to develop a millage table showing projected tax values for the next ten (10) years at various millage rates and what monies would generate.*
- * Committee has reviewed as many as 300 parcels in the community and is coordinating with the Planning Department Master Land Use Plan update.*
- * Committee is working to recommend non-tax solutions.*
- * Committee is working on understanding how City Funds are Levied through other grants, studying best practices around the Country and looking at what other communities have done and are doing in Michigan and elsewhere.*
- * An update will be provided at next weeks City Council meeting by Mr. Funk.*
- * Open Space Preservation Ad-hoc Committee would like Council to review and/or accept ballot language by mid-June for September ballot.*

UNFINISHED BUSINESS

2005-0235

Discussion regarding Purchase of AMR Radio Read System

Attachments: Agenda Summary.pdf; Meter Reading Costs.pdf; Radio Read Bid Tabs.pdf; Radio Read Return Investment.pdf; Selection of AMR Vendor.pdf; Meter Reading Options FSC Memo.pdf; Radio Communications re radio reads.pdf; Meter Reading Brief.pdf; 012605 CC Minutes.pdf

Committee discussed purchase of AMR Radio Read System noting that City Council identified a goal for DPS to minimize future water and sewer rate increases.

Roger Rouse, Director of DPS, presented the following:

** Operations, Finance and Customer Service were areas considered when DPS began researching different options.*

Operations and Operational Difficulties to be corrected by AMR Radio Read:

- * Work force has been reduced approximately 25 percent over the past two (2) years.*
- * Garage employees currently consist of thirty (30) crossed trained employees.*
- * Work force reduction creates meter reading scheduling problem.*

- * Meter reading crew consists of seven (7) employees: three (3) installers, three (3) meter readers and one (1) coordinator.
- * Meters must be read within a nine (9) day window for each of the six (6) billing cycles.
- * New development increases meters each year by approximately 200.
- * Meter reading becomes more and more problematic each year.
- * Community is moving from a construction phase to a maintenance phase which affects meter reading, meter repair and replacement.
- * Currently approximately 31,000 meters are in service with 4,200 being very old and not reading at 100% percent.
- * Meter rotation program will consist of replacing these 4,200 outdated meters and generate an increase of revenue.
- * The demand for labor in this area is increasing each year.
- * Estimated ten (10) hours per week coordinating the meter crew, two (2) per week on complaints, four (4) hours per week in Accounting.
- * Analysis indicates, the number of staff will be reduced by three (3) employees.
- * AMR Radio Read would read the entire City in less than eight (8) hours.

Kim Murphy, DPS Coordinator, explained handout/spreadsheet.

Current Meter Reading Costs remaining the same with the following assumptions:

- * Annual wages assumes a five (5%) percent annual increase.
- * Annual benefits are actual.
- * Equipment expense assumes a one (1%) percent annual increase.
- * Meter readers assume 200 new accounts added annually (500 have been added annually over the last few years).

Future Developments:

- * Arcadia Park
 - * Country Club Village
 - * North Oaks
 - * Clear Creek
 - * Avon Lakes
- * 2005 - 2006 assume three (3) meter readers needed.
 - * 2007 - 2024 assume four (4) meter readers needed.
 - * Forecasted expenditures for the next 20 years are \$9.5 million in meter reading expense.

Diane Keller, Accountant, predicted four (4) meter readers will be required before 2007.

Kim Murphy, Administrative Coordinator, concluded that the project has a ten (10) to eleven (11) year payback period.

Bud Leafdale, DPS Superintendent, explained cost effective AMR Radio Read noting the following:

- * Labor costs are increasing.
- * Meter reader equipment costs are increasing.
- * Reduction in the number of mall meters.
- * Inclement weather causes a reduction in actual workdays available.
- * Accident liabilities, due to slip and falls reduces the number of employees available.
- * AMR Radio Read requires a lesser number of holes drilled in homes than other vendors.
- * AMR Radio Read does not require homeowner to be home.
- * AMR Radio Read can read the current old TTR meters where the other vendors could not.

Committee members discussed warranty of MXU batteries noting the following:

- * Full replacement in the first ten (10) years.
- * Pro-rated replacement in the following ten (10) years.

Committee discussed staff reduction savings noting the following:

- * When AMR Radio Read System is fully operational, meter reader crew, which currently consists of seven (7) employees will be reduced by three (3) employees.
- * AMR Radio Read System can convert to a fixed system at a future date.

Committee members discussed initial cost to residents noting the following:

- * Initial cost is \$130 to purchase the MXU unit spread out over ten (10) years.
- * In conclusion, analysis indicates that the City will save \$8.5 million over a 20 year period using the AMR Radio Read System vs. continuing the way we read them now.

Discussed

2005-0300

Discussion regarding Conservation Easements

Attachments: Memo Roger Conservation Easements.pdf

Committee discussed Conservation Easements noting the following:

Roger Rousse, Director of DPS, presented the following:

- * Planning Commission has and continues to require developers to put in Conservation Easements.
- * Planning Commission requires developers to mark the Conservation Easements.
- * Planning Commission's intent was not to create something for the City to maintain, but to create a conservation area that residents stay out of and leave it in its natural state.
- * Conservation Easements are set-up to maintain native grasses, plants and trees.
- * Consequently, there has never been something in place to maintain the Conservation Easements.
- * City found out about the Conservation Easement encroachment last fall where the

developer made a "field adjustment" on installation of a pool. When the resident tried to sell their home, the survey indicated encroachment.

* Preliminary survey shows there are maybe 100 or more of Conservation Easement encroachments.

* DPS is looking for direction on how or whether to go ahead and start maintaining Conservation Easements.

* First step is obtaining an inventory of the encroachments

* Second step is to obtain City Attorney's opinion.

Mr. Barnett requested Mr. Rouse obtain additional information for May Committee meeting.

Discussed

NEW BUSINESS

2005-0315

Nominations/Appointments - Ad-Hoc Cemetery Committee Members

Attachments: 0315 Agenda Summary.pdf; 041905 Geraci Letter.pdf; Jasinski Candidate Questionnaire.pdf; Kochanski Candidate Questionnaire.pdf; 0315 Resolution.pdf

Committee discussed Cemetery Ad-hoc Committee nominations and appointments noting the following:

* Ann Kochanski and Beverly Jasinski submitted Candidate Questionnaires.

* Committee members reviewed, nominated and appointed both applicants.

A motion was made by Holder, seconded by Kaszubski, that this matter be Approved.

Resolved that the Community Development Committee appoints Beverly Jasinski and Ann Kochanski to the Ad-Hoc Cemetery Committee to fill the positions vacated by John Page and Lois Golden.

The motion carried by the following vote:

Aye: Barnett, Duistermars, Holder and Kaszubski

Absent: Cosenza

YOUTH COMMENTS

None Presented

ANY OTHER BUSINESS

2004-0907 Discussion Regarding Sign Ordinance

Attachments: 100704 Anzek Ltr Sign Ord.pdf; Master Report.pdf; Supplemental Information.pdf; Sign Ord Revisions Summary.pdf

Robert White and Jack Sage, Building Department, made a presentation explaining how staff reviewed, updated and clarified the entire Sign Ordinance Language without changing the intent of the original ordinance.

Committee was presented with a spreadsheet that reflected the following:

- * What was changed*
- * The reason for the change*
- * Impact on Ordinance*

It was recommended by the Committee that this item be referred to a Council Workshop.

Recommended for Approval to the City Council Work Session

2005-0337 2005 DPS Replacement Equipment - Loader and Flail Mower

Attachments: DPS Replacement for 121, 35.pdf

Committee briefly discussed 2005 DPS Replacement Equipment noting the following:

- * Currently City has a front-end loader primarily used during winter months and a mower primarily used in summer months.*
- * Both vehicles are scheduled for replacement this year.*
- * DPS would like to combine these two (2) vehicles into a combination vehicle for greater utilization.*

Discussed

2004-0041 Single Hauler Solid Waste Program Recommendation

Attachments: Agenda Summary.pdf; 0041 Powerpoint.pdf; 200401284 Minutes CC Work Session.pdf; 20030813 Minutes CC Work Session.pdf; 20030514 Minutes CC Work Session.pdf; 200300327 Minutes CDV.pdf; Responses to Flyer-Reject A Single Garbage Hauler 5-14-03.pdf; Frequentl

Committee member Barbara Holder briefly mentioned that a resident requested that the CDV Committee discuss placing the Single Trash Hauler issue on the ballot.

Discussed

NEXT MEETING DATE

ADJOURNMENT

There being no further business to discuss, Chairperson Barnett adjourned the meeting at 6:50 p.m.

Minutes were prepared by Sue Busam

Minutes were approved as presented/amended at the October 27, 2005 Regular Community Development & Viability Committee Meeting.