



# Rochester Hills Minutes

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## City Council Regular Meeting

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

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

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

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Monday, December 11, 2017

7:00 PM

1000 Rochester Hills Drive

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### CALL TO ORDER

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

### ROLL CALL

**Present** 7 - Susan M. Bowyer, Ryan Deel, Dale Hetrick, James Kubicina, Jenny McCardell, Stephanie Morita and Mark A. Tisdel

### Others Present:

*Bryan Barnett, Mayor  
Tina Barton, City Clerk  
Ken Elwert, Director of Parks and Forestry  
Larry Gambotto, Captain/Training Officer  
Pamela Gordon, Director of Human Resources  
Captain Michael Johnson, Oakland County Sheriff's Office  
Kristen Kapelanski, Manager of Planning  
Jonathan Karr, Rochester Hills Government Youth Council Representative  
Kevin Krajewski, Deputy Director of MIS/Network Administrator  
Sara Roediger, Director of Planning and Economic Development  
Joe Snyder, Chief Financial Officer  
John Staran, City Attorney  
Maria Willett, Chief Assistant to the Mayor*

### PLEDGE OF ALLEGIANCE

### APPROVAL OF AGENDA

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdel

## COUNCIL AND YOUTH COMMITTEE REPORTS

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

**President Tisdell** introduced Jonathan Karr, RHGYC Representative, and noted that he is a sophomore at Notre Dame Preparatory High School, is on the Student Council and is a member of the National Honor Society, the Model UN, Killer Bees Robotics Team, Cross Country and Track Team, and takes Kung Fu.

**Mr. Karr** announced that the RHGYC members will be wrapping gifts at Barnes and Noble this weekend. He noted that at today's meeting, RHGYC members learned about the City's Master Planning process.

### Older Persons' Commission (OPC):

**Mr. Kubicina** announced that the OPC will celebrate an Irish Christmas with a performance by the Motor City Dance Troupe on Friday, December 15, 2017 from 7:00 p.m. to 8:00 p.m. Tickets for the event are \$10.

## PUBLIC HEARINGS

**2017-0564** Rochester Avon Recreation Authority (RARA) 4th Quarter Budget Amendment

**Attachments:** [121117 Agenda Summary.pdf](#)  
[4Q Qtr RARA BA \[Detail\].pdf](#)  
[FY 2017 RARA Budget Amendment Cover letter.pdf](#)  
[071816 CC Minutes \(RARA Bldg Excerpt\).pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, **Ron Jewell**, Executive Director of the Rochester-Avon Recreation Authority (RARA), and **Brian Wright**, Board Chairman for RARA, were in attendance.

**Mr. Jewell** noted that the proposed Budget Amendment was approved at RARA's December 1, 2017 Board Meeting. He stated that when the 2017 Budget was first submitted, RARA was in the process of negotiating terms and seeking to acquire the 480 Building. Once acquisition was complete, the 22,000 square foot building was completely renovated and built out for recreational purposes. The new addition was opened in April 2017 to provide 10,000 square feet of multi-sport court space gymnasiums, 8,000 square feet of fitness and cardio equipment, and a large multi-purpose Group X room. He noted that the 2017 Budget had been submitted as if the 480 Building was completely operational and running projected programming for an entire fiscal year. The amended line items for building fees and fitness membership and rentals were generated from April through December 2017. He explained that from January through March, RARA incurred all building expenditures but did not capture any revenue until the Certificate of Occupancy was granted.

He noted that the bulk of fitness memberships are typically captured from November through March; and he stated that from April through November, RARA was averaging approximately \$176 per day in memberships. In the last 14 days, RARA is averaging \$740 a day in memberships, representing 21 percent of

*its membership revenue from this fiscal year collected in the last 14 days alone.*

*He commented that after conferring with Rochester Hills Fiscal personnel, RARA fully understands and agrees with adding measures to its fiscal budget. RARA will develop a three-year budget plan rather than the one-year budget that RARA has historically undertaken. He noted that this will include a timeline to restore fund balance levels to 20 percent as quickly as possible. He stated that RARA will also present quarterly amendments rather than just 4th Quarter, as it has done so in the past. He noted that RARA will also continue to further develop its Capital Improvement Plan to recognize, schedule and plan improvements in the future.*

*He stated that RARA is very pleased with the buildout of the 480 Building, and with the activity produced in the new building in the last three-quarters of the fiscal year. RARA is looking forward to 2018 and its first full year with its new building addition, and focusing on building its memberships along with facility rentals, at the same time using its new recreational space for its current offerings. He commented that RARA is proud to offer extensive recreational programs and provide the community with excellent leisure opportunities.*

**Mr. Snyder** *stated that he was not pleased with RARA's reduction in fund balance, noting that funds expended and revenue flows were not as anticipated. He pointed out that the Interlocal Agreement states that the City of Rochester Hills shall administer the financial aspects of the Authority, and RARA must move forward to ensure that matters like this do not incur again.*

*He stated that the following corrective actions are recommended, including the following:*

- Recommend a minimum fund balance to the RARA Board and a date to achieve that minimum. The minimum recommended is 20 percent of annual operating expenses or \$400,000.*
- Request to be present at future RARA Board Meetings to ensure that budgets are being adhered to.*
- Amendments will be required to be presented in a more timely manner, or quarterly. He stated that if the buildout specifics were included early on in a more timely manner, this matter would have been addressed much earlier. He noted that historically RARA was a much smaller enterprise, and one amendment per year was sufficient.*
- A multi-year Capital Improvement Plan be developed. He stated that projects identified in RARA's Capital Improvement Plan would be inserted into the appropriate year to ensure adequate fund balance levels will be maintained and will not decrease to imprudent levels now or in the future.*

**President Tisdell** *noted that RARA purchased a building in 2012.*

**Mr. Jewel** *stated that prior to 2012, RARA was occupying roughly a 10,000 square foot leased facility. RARA geared itself to find a building that could be used for recreational purposes, and looked toward adaptive reuse. The 500 Building was purchased and built out. He explained that the project was done in phases*

with the idea that as the buildout progressed, use was being defined for portions of the building. He pointed out that this building was a smaller building 30 feet to the west of that building, with a similar shell that would lend itself to offer gymnasiums and multipurpose areas with an additional 90 spaces of parking.

**President Tisdell** commented that the initial experience was spread out over a couple of fiscal years, while this buildout was compressed into four months with estimates that were inaccurate.

**Mr. Jewell** explained that RARA was not able to utilize the favorable time of year for memberships. He stated that RARA understands the trends in fitness and November was a fantastic month. He pointed out that in the first 11 days of December, memberships have eclipsed any month prior. He commented that there were some site plan approval modifications required that RARA was hoping to hold off on, but had to undertake as a part of the approval process to obtain the Certificate of Occupancy.

**President Tisdell** questioned whether RARA would be in full agreement with Mr. Snyder's comments regarding a three-year budget, quarterly reporting, and an enhanced Capital Improvement Plan process.

**Mr. Jewell** confirmed RARA would be.

**Mr. Hetrick** stated that he is in full agreement that what Council has before it is not acceptable in terms of fund balance. He noted that the good news is that there is revenue coming in for 2018 that will start to restore fund balance. He commented that should RARA have a need for funds in an emergency, he is not certain where the money would come from. He stated that he wished to confirm that the conditions that RARA is agreeing to would happen, as he wants to see RARA have a sustainable business and be financially stable.

**Mr. Snyder** stated that as a part of the upcoming budget process, Council will be presented with a three-year budget for RARA. He noted that RARA already has the foundations for a Capital Improvement Plan. He pointed out that the City undertakes its Capital Improvement Plan process in the spring, and can incorporate RARA into the process as well. He noted that he would be contacting Mr. Jewell every quarter to let him know when RARA's amendment information would be due.

**Mr. Jewell** responded that RARA would have no problems adhering to a three-year budget. He commented that RARA has gotten bigger in the last five years and would move to more frequent budget amendments. He stated that the City will help RARA follow through with the Capital Improvement Plan.

**Mr. Hetrick** stated that it will be critical to synchronize the processes to ensure the stability of RARA.

**Mr. Jewell** mentioned that when the 480 Building became available it was a couple of years ahead of the original timeline. He pointed out that prior to that building becoming available, fund balance was over \$400,000.

**Dr. Bowyer** stated that she was surprised to learn that RARA's fund balance was only about one percent. She commented that it is a gamble with the taxpayer's money. She noted that the building could be sold and funds placed back into fund balance if necessary, and if the financial situation is not turned around next year she would suggest that occur. She mentioned that RARA requested consideration for raises at approximately 12 percent in July; and had those gone through, RARA's fund balance would be negative. She commented that she is glad to see Mr. Snyder taking over oversight of RARA. She stated that everyone loves RARA and would hate to see it go away but it would not be beyond her to dissolve the Interlocal if RARA is bleeding out money, and she hopes that the fixes Mr. Snyder will be putting into place will turn things around.

**Mr. Kubicina** stated that he was surprised to see only \$13,000 in fund balance at year's end. He commented that the Board normally does not talk about fund balance in its monthly reports, and he stated that this has to change. He suggested that Mr. Jewell not be doing the books at RARA as it is a potential conflict of interest. He stated that a separate entity should be keeping RARA's books. He noted that Cunningham and Limp was chosen for the buildout of the 480 Building and questioned whether they had put the project out for a quote.

**Mr. Jewell** responded that it was a continuation of Cunningham and Limp's services to RARA, and RARA received the same rate that had previously been extended to RARA.

**Mr. Kubicina** stated that he would have like to have seen the project put out for a quote. He questioned whether Cunningham and Limp came in under budget.

**Mr. Jewell** responded that while there were some overruns, the project was within 10 percent. He mentioned that overruns were due to the site plan process.

**Mr. Kubicina** stated RARA has been taken to a new level from where it was seven years ago.

**Mr. Jewell** stated that it is his intention to see this all the way through. He commented that RARA needed a home, and he does not foresee coming to Council for any additional purposes.

**Mr. Deel** commented that he is the incoming Council Representative to RARA and has children in RARA programs. He stated that over the past week he has gotten a quick education on RARA and reviewed the Plante and Moran information. He noted that there will be no money going into fund balance for this year.

**Mr. Snyder** responded that it is anticipated to draw fund balance down by \$533,000.

**Mr. Deel** questioned when RARA's fund balance would be back into the 20 percent range given projected income and budgeting.

**Mr. Jewell** responded that RARA typically adds between \$120,000 to \$150,000 per year. He stated that the programs that are currently online are going very well.

He noted that RARA will forego a couple of capital projects. He stated that he expects that balance will be at \$200,000 to \$300,000 next year and maybe the year after.

**Vice President Morita** expressed her thanks to Mr. Snyder for his hard work and for answering Council's questions. She commented that being advised that RARA has only \$13,000 in fund balance at the end of the year is concerning. She mentioned that she is glad that pay raises for RARA were put on hold for a while until fund balance can be gotten under control. She stated that while she understands that RARA is going forward with a pay study, she hopes that Mr. Jewell understands Council's reluctance to agree to a pay raise for anyone with the current state of RARA's fund balance.

**Mr. Jewell** stated that he understands Council's concerns. He noted that every year RARA is typically adding to fund balance; however, the timing for the opening of the new building did not give much of a chance to hit projections.

**Vice President Morita** stated that she is glad to see Mr. Snyder will become more hands-on with RARA, and she requested Council be copied on RARA's financial statements for the next 12 months or so to ensure that RARA will continue to succeed and improve. She stated that this will allay many of Council's fears as well to see fund balance going up every month.

**Ms. McCardell** questioned whether a feasibility study had been done before undertaking the expansion into the new space.

**Mr. Jewell** responded that RARA looked at the available 22,000 square foot space and knew that it could occupy it with two gymnasiums, and 8,000 square feet would be used for either fitness equipment or multipurpose uses based on recreation trends. RARA looked at several recreation centers that are within proximity to cities nearby us, but did not undertake a true feasibility study.

**Ms. McCardell** stated that whenever she thinks of a project expansion or taking on new initiatives she would like to see data that shows that the expansion would be fruitful. She questioned whether RARA has a strategic plan as to how new memberships will be encouraged and new programs will be successful.

**Mr. Jewell** responded that RARA uses eight to 12 gymnasiums for basketball on a given weekend, and it knows that it can bring some of those programs in-house. Several groups and organizations have already signed up for gym rentals for the coming year. He stated that the rentals will follow through. He noted that RARA has offered incentives for memberships for the last couple of months to come in through the new year for group and/or family memberships.

**Ms. McCardell** questioned whether a strategic plan is in place projecting capacity and growth.

**Mr. Jewell** responded that RARA looks at current offerings by recreation partners in different cities, and will utilize these programs as a template along with gearing toward family memberships for those involved in other programs. A family pass allows use of the building in its entirety.

**Ms. McCardell** requested Mr. Jewell provide her information on the projections and the plan going forward as to how RARA will recruit memberships.

**Mr. Kubicina** questioned whether there would be a charge to RARA for more financial services provided by the City. He noted that the Older Persons' Commission has their own financial manager, Tim Soave.

**Mr. Snyder** responded that RARA is charged for accounting services. He stated that he had not yet considered charging RARA for his assistance. He commented that RARA has been a great partner to the City for years and he would like to see it go forward as a great partner. He noted that if it is Council's desire to set something up, he would do so; however, it would not be his initial recommendation.

**Mayor Barnett** questioned how long Mr. Wright has been serving on RARA's Board.

**Mr. Wright** responded that he has served for 15 or 16 years.

**Mayor Barnett** expressed his thanks to Mr. Wright for his service to RARA. He commented that everyone values RARA and wants to see it succeed. He stated that he has been in RARA's position and has had projects go over budget; and he noted that it is how the organization reacts to the situation. He noted that Mr. Snyder and the City's Fiscal Team have put forward a solution mindful that RARA is a separate entity with an autonomous board making decisions relative to operations. He stated that the City's response to the situation is to have checks and balances and wants to see that RARA succeeds. He commented that he believes the City is stepping up in a very appropriate way to see things move forward.

**Ms. McCardell** stated that this provides an opportunity, and she is grateful that Mr. Snyder provided information before the meeting of the exact steps to be taken to ensure that RARA moves forward.

**Mr. Hetrick** stressed that it is clear to RARA that it needs to move forward and this situation cannot occur again.

**President Tisdell Opened the Public Hearing at 7:41 p.m.  
Seeing No Public Comment, President Tisdell Closed the Public Hearing at 7:42 p.m.**

**President Tisdell** questioned whether any conditions should be included as a part of a resolution.

**City Attorney John Staran** stated that while he does not think there is anything wrong with including conditions or additional language in the resolution to include corrective measures, he did not think it is necessarily essential to do so. He pointed out that there is a clear record of the discussion this evening and things were clearly stated and agreed to by Mr. Jewell that these measures will be implemented.

**President Tisdell** reiterated that RARA has agreed to initiate and present a three-year budget, will provide quarterly updates, and will initiate an enhanced multi-year Capital Improvement Plan process. He suggested that the resolution stay as it has been presented.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0357-2017

**Whereas**, in accordance with the provisions of Public Act 2 of 1968, the Uniform Budgeting and Accounting Act, the Charter for the City of Rochester Hills, Chapter III Section 3.7, and Article IV of the RARA Interlocal Agreement, the Rochester Hills City Council may amend the RARA budget during the fiscal year; and

**Whereas**, the Public Hearing for the proposed FY 2017 4th Quarter Budget Amendments was noticed on November 22, 2017; and

**Whereas**, the proposed FY 2017 4th Quarter Budget Amendments were available for public viewing beginning on December 1, 2017; and

**Whereas**, at its December 11, 2017 meeting City Council held a Public Hearing on the proposed FY 2017 4th Quarter Budget Amendments.

**Now, Therefore, Be It Resolved**, that the Rochester Hills City Council hereby approves the FY 2017 RARA fund totals as amended: \$3,414,368.00

**2017-0543** 4th Quarter Budget Amendments

**Attachments:** [121117 Agenda Summary.pdf](#)  
[4th Qtr Budget Amendment \[Overview\].pdf](#)  
[4th Qtr Budget Amendment \[Detail\].pdf](#)  
[4th Qtr Budget Adjustment \[Detail\].pdf](#)  
[Public Hearing Notice.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, stated that the 4th Quarter Budget Amendments are an opportunity to look at the 2017 fiscal year in review. He noted that revenues are coming in \$831,000 higher than budgeted and expenditures are decreasing by \$15.7 million, \$12.9 million of which are capital expenditures. He stated that the net impact in Fund Balance is \$16.5 million positive citywide. He explained that \$10.3 million from Fund Balance will carry over as a part of the 1st Quarter 2018 Budget Amendments for projects that were not completed.

He noted that the City undertook \$19.4 million in capital expenditures while drawing only \$7.9 million from Fund Balance, resulting in a structural surplus for 2017. He highlighted where the capital expenditures occurred, noting projects for Major Roads, Water and Sewer Capital, Local Streets and Fire Capital.

He mentioned that Fund Balance is a solid 130 percent of expenditures.



He detailed projects in the various Funds, noting that Major Roads came in \$887,000 or 12 percent less than budgeted. He noted that \$4.6 million in projects were completed using \$1.3 million in Fund Balance. Significant projects include Eddington Boulevard relocation, and he commended Allan Schneck, Director of DPS/Engineering for a successful 2017 Major Roads program. He noted that \$415,000 in Local Streets projects will carry over to the next year, and nothing was taken from the Local Street Fund Balance to accomplish \$4.3 million of capital projects.

He stated that Fire Capital revenues are anticipated to be higher, while expenditures are \$56,000 lower. He noted that \$22,000 will carry over to the next year, and there will be \$7.3 million in Fire Capital Fund Balance. He explained that the new financial models have the Fund projecting out to 2025 before Fire Capital Funds are depleted, one more year than anticipated.

He stated that Police Revenues are slightly higher while expenditures are \$370,000 lower due to the Oakland County Sheriff's Office contractual rate decrease.

He explained that the largest decrease is in capital projects, as \$6.2 million will be carried over to Fiscal Year 2018. Fire Station #4 is being carried over. He noted that Water and Sewer Capital Projects include Booster Station #2 expenditures.

He thanked Council for their continued support.

**President Tisdell Opened the Public Hearing at 7:54 p.m.  
Seeing No Public Comment, President Tisdell Closed the Public Hearing at  
7:55 p.m.**

**Council Discussion:**

**Mr. Hetrick** commented that what was being presented was outstanding and the City is moving in the right direction. He noted that it was previously discussed that approximately \$900,000 of the surplus in Major Road Fund Balance could be allocated toward the Auburn Road Corridor Project.

**Mr. Snyder** responded that Major Road is transferring \$1.1 million to Fund Balance, which is better than anticipated. He pointed out that \$200,000 of that amount is for carry-over projects, leaving a surplus of \$900,000. He suggested that \$300,000 of that positive budget variance could be applied to the Auburn Road Project to bring it from the \$2.6 million to \$2.9 million presented.

**Mr. Hetrick** commented that it is important that the project moves forward. He thanked Mr. Snyder for pointing out the improvement to the Fire Capital Fund which will allow the Fund to be pushed out one more year. He noted that as Chief Canto is planning replacement of apparatus, there may be more opportunities moving forward for that Fund.

*Dr. Bowyer stated that it is good to see that revenues can be closely predicted, and that so many items came in under budget. She noted that she would concur with Mr. Hetrick that the Major Road Fund be built up for the Auburn Road Project.*

*Mr. Deel commented that as a new member on Council, the information presented to him was clear and easy to understand. He commended staff for coming in under budget on projects and leaving the City in a fantastic fiscal position. He concurred with seeing some of the Major Road Funds put aside for the Auburn Road Project.*

*Mayor Barnett noted that the 4th Quarter Budget Amendment is an end-of-the-year report card for the City, and shows that the City has come in under budget across the board with revenues greater than anticipated. He stated that it takes a lot of work developing proactive plans in the community. He credited Council with providing the Administration good direction, and stated that every single person recognizes the importance of watching the dollar and being prudent with the City's money. He noted that this is being done while continuing to address investment in the community.*

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0358-2017

**Whereas**, in accordance with the provisions of Public Act 2 of 1968, the Uniform Budgeting and Accounting Act, and the Charter for the City of Rochester Hills, Chapter III Section 3.7, the City Council may amend the budget during the fiscal year, either on its own initiative or upon recommendation of the Mayor; and

**Whereas**, the Public Hearing for the proposed FY 2017 4th Quarter Budget Amendments was noticed on November 22, 2017; and

**Whereas**, the proposed FY 2017 4th Quarter Budget Amendments were available for public viewing beginning on December 1, 2017; and

**Whereas**, at its December 11, 2017 meeting City Council held a Public Hearing on the proposed FY 2017 4th Quarter Budget Amendments.

**Now, Therefore, Be It Resolved**, that the Rochester Hills City Council hereby adopts the following FY 2017 fund totals as amended:

|  | 2017 Current<br>Budget | Net<br>Change       | 2017 Proposed<br>Budget |
|--|------------------------|---------------------|-------------------------|
| <b>TOTAL BUDGET SUMMARY</b>                  |                        |                     |                         |
| 101 - General Fund                           | \$23,089,470           | (1,050,790)         | \$22,038,680            |
| 202 - Major Road Fund                        | 7,409,430              | (887,770)           | 6,521,660               |
| 203 - Local Street Fund                      | 9,372,890              | (238,020)           | 9,134,870               |
| 206 - Fire Department Fund                   | 10,522,820             | 163,790             | 10,686,610              |
| 207 - Special Police Fund                    | 9,691,210              | (369,970)           | 9,321,240               |
| 213 - RARA Millage Fund                      | 624,500                | (5,330)             | 619,170                 |
| 214 - Pathway Maintenance Fund               | 599,310                | 6,800               | 606,110                 |
| 232 - Tree Fund                              | 203,630                | (52,000)            | 151,630                 |
| 244 - Drain Maintenance Fund                 | 1,688,580              | (489,080)           | 1,199,500               |
| 265 - OPC Millage Fund                       | 1,090,300              | (9,000)             | 1,081,300               |
| 299 - Green Space Fund                       | 966,090                | (22,090)            | 944,000                 |
| 331 - Drain Debt Fund                        | 209,550                | -                   | 209,550                 |
| 369 - OPC Building Refunding Debt Fund       | 784,960                | -                   | 784,960                 |
| 393 - Municipal Building Refunding Debt Fund | 838,670                | -                   | 838,670                 |
| 394 - 2012 Refunding Debt Fund               | 506,420                | -                   | 506,420                 |
| 402 - Fire Capital Fund                      | 2,918,690              | (55,980)            | 2,862,710               |
| 403 - Pathway Construction Fund              | 485,650                | 3,520               | 489,170                 |
| 420 - Capital Improvement Fund               | 456,140                | (120,000)           | 336,140                 |
| 510 - Sewer Department                       | 15,604,540             | (621,660)           | 14,982,880              |
| 530 - Water Department                       | 19,399,620             | 621,120             | 20,020,740              |
| 593 - Water & Sewer Capital Fund             | 13,560,210             | (4,286,790)         | 9,273,420               |
| 595 - Water & Sewer Debt Fund                | 1,401,660              | 150                 | 1,401,810               |
| 631 - Facilities Fund                        | 13,709,530             | (6,524,450)         | 7,185,080               |
| 636 - MIS Fund                               | 2,556,170              | (517,880)           | 2,038,290               |
| 661 - Fleet Fund                             | 3,999,960              | (829,700)           | 3,170,260               |
| 677 - Insurance Fund                         | 402,000                | -                   | 402,000                 |
| 736 - Retiree Healthcare Trust Fund          | 148,470                | (13,520)            | 134,950                 |
| 752 - Cemetery Perpetual Care Trust Fund     | -                      | -                   | -                       |
| 761 - Green Space Perpetual Care Trust Fund  | -                      | -                   | -                       |
| 843 - Brownfield Redevelopment Fund          | -                      | -                   | -                       |
| 848 - LDFA Fund                              | 708,230                | (423,230)           | 285,000                 |
| 853 - SmartZone Fund                         | 19,050                 | -                   | 19,050                  |
| 870 - RH Museum Foundation Fund              | 10,000                 | (9,980)             | 20                      |
| 893 - EDC Fund                               | 950                    | -                   | 950                     |
| <b>GRAND TOTAL - ALL FUNDS</b>               | <b>\$142,978,700</b>   | <b>(15,731,860)</b> | <b>\$127,246,840</b>    |

## PLANNING AND ECONOMIC DEVELOPMENT

**2017-0521** Request for Planned Unit Development (PUD) and Conceptual Site Plan Approval - Crestwyk Estates, a proposed 16-unit attached and detached condominium development on 4.4 acres located on the east side of John R between School and Hamlin Roads, zoned R-4 One Family Residential; Jim Polyzois, M2J1, LLC, Applicant

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Suppl Presentation.pdf](#)  
[Staff Report 112117.pdf](#)  
[Map aerial.pdf](#)  
[EIS 81517.pdf](#)  
[Review Comments.pdf](#)  
[First Floor Plan.pdf](#)  
[Crestwyk Estates Duplex .pdf](#)  
[Site Plans.pdf](#)  
[Minutes PC 112117.pdf](#)  
[Public Hearing Notice.pdf](#)  
[Resolution \(Draft\).pdf](#)

Present were **Kristen Kapelanski**, Manager of Planning, **Jim Polyzois**, M2J1, LLC, and **Ralph Nunez**, Nunez Design.

**Ms. Kapelanski** stated that the Planned Unit Development concept plan encompasses 4.44 acres between Auburn and School Roads on the east side of John R. She noted that the property is zoned R-4, with 16 units proposed including eight detached and four duplex buildings, and 3.2 acres of common area.

She mentioned the wetland impacts noting that Wetland B on the site was of lower quality and would be entirely filled in. Wetland A was high quality and would be preserved, with a portion of the wetland culverted under roadway. She explained that the City's Environmental Consultant was happy with the proposed plan. She noted that outstanding comments could be addressed during the site plan review process. She pointed out that one condition is a proposed lining up of the access drive with Arcadia Boulevard, and she stated that the City's engineering consultant reviewed that lineup and found it optimal.

**Vice President Morita** noted that the proposal was unanimously approved by the Planning Commission.

**Dr. Bowyer** questioned why the ASTI Environmental report included in the packet mentioned that the two wetlands were low quality, and how Wetland A would be protected.

*Ms. Kapelanski* responded that ASTI Environmental had no concerns with filling in Wetland B; however, Wetland A was of higher quality. She noted that boulder walls were added to the plan at the request of the consultant.

*Mr. Deel* stated that he is a resident of Arcadia Park Subdivision, and had expressed concerns regarding left hand turns from his subdivision. He noted that staff responded that the design allows for left hand turns without conflict.

*Mr. Hetrick* commented that the proposal appears to meet the criteria of the Planned Unit Development based on the staff report.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0359-2017

**Resolved**, that the Rochester Hills City Council hereby approves the Planned Unit Development and Conceptual Site Plan for Crestwyk Estates, a 16-unit attached and detached condominium development on 4.4 acres located on the east side of John R between School and Hamlin Roads, zoned R-4 One Family Residential, Parcel Nos. 15-24-301-077, -078, -079 and -080, Jim Polyzois, M2J1, LLC, Applicant based on plans dated received by the Planning and Economic Development Department on October 10, 2017 with the following findings and conditions:

Findings:

1. The proposed PUD Concept Plan meets the criteria for use of the PUD option.
2. The proposed PUD Concept Plan meets the submittal requirements for a PUD concept plan.
3. The proposed development should have a satisfactory and harmonious relationship with the development on-site as well as existing development in the adjacent vicinity.
4. The proposed development is not expected to have an unreasonably detrimental or injurious effect upon the natural characteristics and features of the site or those of the surrounding area.
5. The proposed development is consistent with the Master Land Use Plan to provide an alternate housing option.

Conditions:

1. Approval shall only confer the right of the applicant to submit detailed site plans consistent with the layout and at a density not exceeding that shown on the PUD Concept plan.
2. The site plans, including but not limited to landscaping, engineering, tree removal and wetland use/buffer modification plans will meet all applicable City ordinances and requirements while remaining consistent with the PUD Concept layout plan.

3. The architectural quality of building plans submitted with the site plans and PUD Agreement in step 2 of the PUD process will be equal to or better than that approved with the PUD Concept plan.
4. Recommendation by the Planning Commission and approval by City Council of a Wetland Use Permit and submittal of an MDEQ Wetland Permit at Final PUD review, with the plans to address comments from ASTI's letter dated October 18, 2017.
5. Provide Master Deed with Exhibit B to the Department of Public Services/Engineering for review and approval prior to the Engineering Department issuing Preliminary Acceptance of any site improvements.
6. Recommendation by the Planning Commission and approval by City Council of a PUD Agreement, as approved by the City Attorney, at Final PUD review.
7. Payment of \$200 per unit (\$3,200) into the City's Tree Fund, prior to issuance of a Land Improvement Permit.
8. Provide landscape and irrigation cost estimate with Final Plan submittal.
9. Address comments from applicable City Staff memos, prior to Final PUD submittal.
10. Engineering is requested to review the traffic patterns for possible conflict with the offset related to Crestwyk Lane to Arcadian Dr. and how they line up, prior to Final PUD review.

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

*State Representative Michael Webber congratulated the incoming Council Members. He mentioned that during his last legislative update, he noted that Governor Snyder assembled a task force to study unfunded liabilities, which affect a number of municipalities. He stated that while some communities like Rochester Hills are planning ahead for their employee retirement, some are not. He noted that bills past last week closely follow the task force recommendations. He mentioned that bills are expected to see debate on the floor which will add additional sharing revenues for communities.*

*He mentioned several bills that he has been working with the Michigan Municipal League on, including a sewer liability bill and a stormwater utility bill. He noted that he has been working with City Clerk Tina Barton on a bill to allow contracting of some election services which would benefit smaller communities.*

## **CONSENT AGENDA**

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

**2017-0552** Designation of City Depositories for 2018

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0360-2017

**Whereas**, there now may be and hereafter from time to time come unto the hands of the Treasurer of the City of Rochester Hills, Michigan, certain public monies belonging to or held for the State, County or other political units of the State or otherwise according to the law; and

**Whereas**, under the laws of Michigan and the City's Investment Policy, the Rochester Hills City Council is required to provide by resolution for the deposit of all public monies coming into the hands of said Treasurer, in one or more bank(s).

**Now Therefore Be It Resolved**, that the following financial institution(s) be added as a depository for City funds and other public monies coming into the hands of said Treasurer during the Fiscal Year beginning January 1, 2018 and ending December 31, 2018.

**Broker/Dealers/Safekeeping:**

Bank of America Merrill Lynch  
Comerica Securities  
J.P. Morgan Securities LLC/J.P. Morgan Clearing Corp.  
Morgan Stanley  
Multi-Bank Securities Inc.  
PNC Financial Services Group  
Raymond James & Associates, Inc.  
SunTrust Robinson Humphrey, Inc.  
UBS Financial Services, Inc.

**Pooled Accounts:**

Michigan CLASS / Public Trust Advisors, LLC  
Oakland County / Local Governmental Investment Pool (LGIP)

**Banks:**

Bank of America  
Charter One Bank  
Chemical Bank  
Chief Financial Credit Union  
CIBC Bank  
Citizens Bank  
Clarkston State Bank  
Comerica Bank  
Crestmark Bank  
Fifth Third Bank  
First Merit Bank  
Flagstar Bank  
Huntington Bank  
JP Morgan Chase Bank  
Level One Bank  
PNC Bank, N.A.  
TCF Bank

**Be It Further Resolved**, that each of the above depository(ies) so designated is/are hereby requested, directed and authorized to honor all checks for payment of monies drawn on the various accounts when bearing the actual or facsimile signature of persons authorized by the City of Rochester Hills to sign said checks and orders.

**2017-0553** Request for Approval of an Amendment to the City's Pension Plan Document

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Amendment.pdf](#)  
[Pension Plan Document \[Redlined\].pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0361-2017

**Resolved**, that the Rochester Hills City Council hereby adopts the December 11, 2017 amendment to the City of Rochester Hills Group Pension Plan as presented, attached hereto and incorporated by reference.

**2016-0471** Request for Purchase Authorization - CITYWIDE: Increase to Blanket Purchase Order for the purchase of various maintenance, hardware, and building supplies in the amount of \$7,000.00 for a new not-to-exceed amount of \$57,000.00 through December 31, 2017; The Home Depot, Rochester Hills, MI

**Attachments:** [121117 Agenda Summary.pdf](#)  
[120516 Agenda Summary.pdf](#)  
[120516 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0362-2017

**Resolved**, that the Rochester Hills City Council hereby authorizes an increase to the Blanket Purchase Order for the purchase of various maintenance, hardware and building supplies in the amount of \$7,000.00 for a new not-to-exceed amount of \$57,000.00 to The Home Depot, Rochester Hills, Michigan through December 31, 2017.

**2017-0545** Request for Purchase Authorization - CITYWIDE: Blanket Purchase Order for the purchase of various maintenance, hardware, and building supplies in the not-to-exceed amount of \$75,000.00 through December 31, 2018; The Home Depot, Rochester Hills, MI

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0363-2017

**Resolved**, that the Rochester Hills City Council hereby authorizes a Blanket Purchase Order for the purchase of various maintenance, hardware, and building supplies to The Home Depot, Rochester Hills, Michigan in the not-to-exceed amount of \$75,000.00 through December 31, 2018.

**2017-0546** Request for Purchase Authorization - CITYWIDE: Blanket Purchase Order for the purchase of office supplies and equipment in the amount not-to-exceed \$55,000.00 through December 31, 2018; Office Depot, Boca Raton, FL



**Attachments:** [121117 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0364-2017

**Resolved**, that the Rochester Hills City Council hereby authorizes a Blanket Purchase Order for the purchase of office supplies and equipment to Office Depot, Boca Raton, Florida and other office supply vendors as appropriate for the purchase of office equipment in the amount not-to-exceed \$55,000.00 through December 31, 2018.

- 2017-0572** Request for Purchase Authorization - HUMAN RESOURCES: Increase to Blanket Purchase Order for Occupational Medicine Services in the amount of \$34,000.00 for a new not-to-exceed amount of \$59,000.00 through December 31, 2017; Ascension Crittenton Hospital, Rochester, MI

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0365-2017

**Resolved**, that the Rochester Hills City Council hereby authorizes and increase to the Blanket Purchase Order for Occupational Medicine Services to Ascension Crittenton Hospital, Rochester, Michigan in the amount of \$34,000.00 for a new not-to-exceed amount of \$59,000.00 through December 31, 2017.

- 2017-0574** Request for Purchase Authorization - MIS: Blanket Purchase Order for Network Services in the amount not-to-exceed \$60,000.00 through January 30, 2021; IT Solutions Group, Novi, MI

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Proposal Tabulation.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0366-2017

**Resolved**, that the Rochester Hills City Council hereby authorizes a Blanket Purchase Order for Network Services to IT Solutions Group, Novi, Michigan in the amount not-to-exceed \$60,000.00 through January 30, 2021.

## Passed the Consent Agenda

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

## LEGISLATIVE & ADMINISTRATIVE COMMENTS

*In response to State Representative Michael Webber's legislative update, Ms. McCardell stated that she is encouraged to see an increase in revenue sharing. She questioned what it would take to push the stormwater utility bill*

forward and suggested that the City's Public Safety and Infrastructure Technical Review Committee would be available to assist.

**State Representative Webber** responded that revenue sharing has been steadily increasing in the State's budget. Regarding the stormwater utility bill introduced, he noted that the Chair of the Local Government Committee is not a huge fan of the bill. He commented that it is rumored that State Senator Marty Knollenberg will introduce a similar bill in the Senate. He stated that it is being conveyed to the Committee Chair that time is of the essence.

**Mr. Kubicina** stated that long-time Rochester Hills resident Al Murphy passed away last Sunday. At 95, he lived life to the fullest and was a decorated Air Force member.

**Mr. Hetrick** wished everyone a Merry Christmas and a happy holiday season and New Year. He questioned whether State Senator Knollenberg would introduce stormwater utility bill language similar to that introduced in the House.

**State Representative Webber** stated that he would look into that and noted that the Senate and the House could introduce competing language or bills that were word-for-word identical.

**Mr. Deel** wished everyone a happy holiday season, a Merry Christmas, and a Happy New Year.

**Dr. Bowyer** conveyed her holiday wishes, and thanked everyone who had sent emails regarding appointment to City Boards, Commissions and Committees. She urged anyone not selected to keep applying for appointments.

**Vice President Morita** noted that the City's legislative consultant was in attendance and urged him to look at proposed House Bill 5195 which would disallow communities the opportunity to make unpaid water bills a part of delinquent taxes. She stated that the proposed legislation would be retroactive to 2015 and would be exceptionally problematic to the City. She wished everyone the wonders of the season and urged everyone to enjoy time with their families. She noted that tomorrow is the first night of Hanukkah, and mentioned that her family will be celebrating into January with Japanese New Year. She mentioned that she enjoyed a wonderful luncheon today with City Staff and expressed her thanks to those who coordinated the event.

**President Tisdell** echoed Vice President Morita's comments on the City luncheon, and commented that he knew it was difficult for some Council Members to get away to attend the event.

**Mayor Barnett** expressed his thanks to State Representative Webber for his update, and for continuing to represent the City with integrity. He noted that municipalities are opposing proposed Senate Bill 0636 which concerns telecommunication companies and their ability to add additional equipment to existing cell towers, limiting the amount that they would pay and impacting municipal revenues. He commented that municipalities are opposed to this legislation.

*He mentioned that Rochester Community Schools Superintendent Robert Shaner recognized City DPS employees Jeff Sellers and Mike Phillips for providing 171 new signs within the course of a week to help provide direction for district construction projects.*

*He mentioned that an upcoming Shop with a Cop event will be held this coming Wednesday at Meijer in conjunction with Blessings in a Backpack. Blessings in a Backpack will identify students in need in the community and Meijer will provide a \$150 gift card where they and an officer can shop for gifts for the student's family.*

*He stated that today's luncheon recognized City employees and their length of service, noting that a few employees have attained 40 years of service, many have had 35 years, and dozens have 20 to 25. He mentioned that a department decorating contest highlighted the Twelve Days of Christmas and was won by the Fiscal Department, where their display featured Eight Maids a'Milking. He noted that the City's 30 Days of Giving continues.*

## ATTORNEY'S REPORT

*City Attorney John Staran had nothing to report.*

## NOMINATIONS AND APPOINTMENTS

**2017-0457** Nomination/Appointment of one (1) Citizen Representative to the Building Authority, for a six-year term to expire December 31, 2023; and one (1) Citizen Representative to the Building Authority to fill the unexpired term of Ryan Deel ending December 31, 2021

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Appointment Form.pdf](#)  
[Farmer, LaVerne CQ.pdf](#)  
[McGuire, Michael CQ.pdf](#)  
[120417 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Butler, Patrick CQ.pdf](#)  
[Fons, Dane CQ.pdf](#)  
[Kalas, Tom CQ.pdf](#)  
[Sawdon, Keith CQ.pdf](#)  
[Strunk, Jon CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[120417 Resolution \(Draft\).pdf](#)  
[Resolution \(Draft\).pdf](#)

***President Tisdell*** noted that two candidates were nominated at the December 4, 2017 for the Building Authority. He explained that there are two positions to be filled, including a six-year appointment, and the unexpired position held by now Council Member Ryan Deel. He requested Council vote for one of the two nominees with the highest recipient of votes receiving the six-year term, and the other nominee filling the unexpired term.

*The nominees received the following votes:*

**LaVerne Farmer:** Morita, Bowyer and McCardell

**Michael McGuire:** Tisdell, Deel, Hetrick and Kubicina

**President Tisdell** noted that Michael McGuire would be appointed for the six-year term, and LaVerne Farmer would fill the unexpired term of Mr. Deel on the Building Authority.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0367-2017

**Resolved**, that the Rochester Hills City Council hereby appoints Michael McGuire to the Building Authority, to serve a six-year term to expire December 31, 2023, and LaVerne Farmer to the Building Authority, to fill the unexpired term of Ryan Deel ending December 31, 2021.

**2017-0453** Nomination/Appointment of two (2) Citizen Representatives to the Elections Commission, each for a three-year term to expire December 31, 2020

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Appointment Form.pdf](#)  
[Chambers, Denise CQ.pdf](#)  
[Hauser, Daniel CQ.pdf](#)  
[Tischer, Charles CQ.pdf](#)  
[120417 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Calderwood, Christina CQ.pdf](#)  
[Dunn, Stephen CQ.pdf](#)  
[Duperon, Jeff CQ.pdf](#)  
[Izzathullah, MD, Lubna S CQ.pdf](#)  
[Reina, Steve CQ.pdf](#)  
[Strand, James CQ.pdf](#)  
[Strunk, Susan CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

**President Tisdell** noted that three individuals were nominated at the December 4, 2017 Council Meeting for the Elections Commission. He instructed Council Members to vote for two individuals.

*The nominees received the following votes:*

**Denise Chambers:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**Daniel Hauser:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**President Tisdell** noted that Denise Chambers and Daniel Hauser would be appointed to the Elections Commission.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdel

Enactment No: RES0368-2017

**Resolved**, that the Rochester Hills City Council hereby appoints Denise Chambers and Daniel Hauser to the Elections Commission, each to serve a three-year term to expire December 31, 2020.

**2017-0454** Nomination/Appointment of three (3) Citizen Representatives to the Green Space Advisory Board, each for a three-year term to expire December 31, 2020

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Appointment Form.pdf](#)  
[Demp, Wendy CQ.pdf](#)  
[Gauthier, Tim CQ.pdf](#)  
[Janulis, Darlene.pdf](#)  
[Leach, Philip CQ.pdf](#)  
[Smith, Ryan CQ.pdf](#)  
[120417 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Braun III, Werner Richard \(Rick\) CQ.pdf](#)  
[Calderwood, Christina CQ.pdf](#)  
[Foster, Dianah CQ.pdf](#)  
[Granader, Brian CQ.pdf](#)  
[Hulbert, Rodney CQ.pdf](#)  
[Hunter, Scott CQ.pdf](#)  
[Izzathullah, MD, Lubna S CQ.pdf](#)  
[Krajewski, Ken CQ.pdf](#)  
[Lyons CQ.pdf](#)  
[Mazur-Abeare, Donna.pdf](#)  
[McGunn, Michael CQ.pdf](#)  
[Muenk, Johnathan CQ.pdf](#)  
[Nachtman, James CQ.pdf](#)  
[Rogers, Leanne CQ.pdf](#)  
[Strand, James CQ.pdf](#)  
[Strunk, Susan CQ.pdf](#)  
[Tillison, Parry CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Public Comment:**

**Wendy Demp**, 1337 Burhaven Drive, stated that she is a 25-year resident of Rochester Hills and being outdoors is important to her family. She noted that she has been to every park and walked every trail, and is a volunteer active at the Older Persons' Commission. She commented that she is an empty-nester and it is time to give back to the community. She stated that it would be an honor to be a part of the Green Space Advisory Board.

**President Tisdell** noted that five individuals were nominated at the December 4, 2017 Council Meeting for the Green Space Advisory Board. He instructed Council Members to vote for three individuals.

The nominees received the following votes:

**Wendy Demp:** Hetrick, Kubicina and McCardell

**Tim Gauthier:** Tisdell, Morita, Bowyer, Deel, Hetrick and Kubicina

**Darlene Janulis:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**Philip Leach:** Tisdell, Morita, Bowyer and Deel

**Ryan Smith:** McCardell

**President Tisdell** noted that Tim Gauthier, Darlene Janulis and Philip Leach would be appointed to the Green Space Advisory Board.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0369-2017

**Resolved**, that the Rochester Hills City Council hereby appoints Tim Gauthier, Darlene Janulis and Philip Leach to the Green Space Advisory Board, each to serve a three-year term to expire December 31, 2020.

**2017-0455** Nomination/Appointment of two (2) Citizen Representatives to the Historic Districts Commission, each for a three-year term to expire December 31, 2020

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Appointment Form.pdf](#)  
[Janulis, Darlene CQ.pdf](#)  
[Mendez Jr. AIA, Leo Valentino CQ.pdf](#)  
[Reina, Steve CQ.pdf](#)  
[120417 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[HDC Appt Memo.pdf](#)  
[Dunphy CQ.pdf](#)  
[Hill, Melinda CQ.pdf](#)  
[Izzathullah, MD, Lubna S CQ.pdf](#)  
[Koski, David CQ.pdf](#)  
[Krajewski, Ken CQ.pdf](#)  
[McGunn, Michael CQ.pdf](#)  
[Paille, John CQ.pdf](#)  
[Strunk, Susan CQ.pdf](#)  
[Webster, LaVere CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

**President Tisdell** noted that three individuals were nominated at the December 4, 2017 Council Meeting for the Historic Districts Commission. He instructed Council Members to vote for two individuals.

The nominees received the following votes:

**Darlene Janulis:** Tisdell, Bowyer, Deel, Hetrick, Kubicina and McCardell

**Leo Mendez Jr.:** Morita and Bowyer

**Steve Reina:** Tisdell, Morita, Deel, Hetrick, Kubicina and McCardell

**President Tisdell** noted that Darlene Janulis and Steve Reina would be appointed to the Historic Districts Commission.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0370-2017

**Resolved**, that the Rochester Hills City Council hereby appoints Darlene Janulis and Steve Reina to the Historic Districts Commission, each to serve a three-year term to expire December 31, 2020.

**2017-0456** Nomination/Appointment of four (4) Citizen Representatives to the Historic Districts Study Committee, each for a two-year term to expire December 31, 2019

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Appointment Form.pdf](#)  
[Koski, David CQ.pdf](#)  
[Lyons, Kelly CQ.pdf](#)  
[Stephens, Tom CQ.pdf](#)  
[Thompson, Jason CQ.pdf](#)  
[Webster, LaVere CQ.pdf](#)  
[120417 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[HDSC Appt Memo.pdf](#)  
[Hauser, Daniel CQ.pdf](#)  
[Izzathullah, MD, Lubna CQ.pdf](#)  
[Reina, Steve CQ.pdf](#)  
[Siegfried, Steve CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

**President Tisdell** noted that five individuals were nominated at the December 4, 2017 Council Meeting for the Historic Districts Study Committee. He instructed Council Members to vote for four individuals.

*The nominees received the following votes:*

**David Koski:** Morita, Bowyer and McCardell

**Kelly Lyons:** Tisdell, Deel, Hetrick, Kubicina and McCardell

**Tom Stephens:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**Jason Thompson:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**LaVere Webster:** Tisdell, Morita, Bowyer, Deel, Hetrick and Kubicina

**President Tisdell** noted that Kelly Lyons, Tom Stephens, Jason Thompson and LaVere Webster would be appointed to the Historic Districts Study Committee.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0371-2017

**Resolved**, that the Rochester Hills City Council hereby appoints Kelly Lyons, Tom Stephens, Jason Thompson and LaVere Webster to the Historic Districts Study Committee, each to serve a two-year term to expire December 31, 2019.

**2017-0458** Nomination/Appointment of two (2) Citizen Representatives to the Human Resources Technical Review Committee, each for a one-year term to expire December 31, 2018

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Appointment Form.pdf](#)  
[Chambers, Denise CQ.pdf](#)  
[Hooper, Greg CQ.pdf](#)  
[McDonald, Thomas CQ.pdf](#)  
[120417 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Calderwood, Christina CQ.pdf](#)  
[Soisson, Nancy CQ.pdf](#)  
[Strunk, Susan CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

**President Tisdell** noted that three individuals were nominated at the December 4, 2017 Council Meeting for the Human Resources Technical Review Committee. He instructed Council Members to vote for two individuals.

The nominees received the following votes:

**Denise Chambers:** Tisdell, Morita, Bowyer, Deel and Hetrick

**Greg Hooper:** Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**Thomas McDonald:** Tisdell, Kubicina and McCardell

**President Tisdell** noted that Denise Chambers and Greg Hooper would be appointed to the Human Resources Technical Review Committee.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0372-2017

**Resolved**, that the Rochester Hills City Council hereby appoints Denise Chambers and Greg Hooper to the Human Resources Technical Review Committee, each to serve a one-year term to expire December 31, 2018.

**2017-0459** Nomination/Appointment of two (2) Citizen Representatives to the Liquor License Technical Review Committee, each for a one-year term to expire December 31, 2018



**Attachments:** [121117 Agenda Summary.pdf](#)  
[Appointment Form.pdf](#)  
[Blackstone, Thomas CQ.pdf](#)  
[Pixley, Vern CQ.pdf](#)  
[Smith, Ryan CQ.pdf](#)  
[120417 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Butler, Patrick CQ.pdf](#)  
[Hooper, Greg CQ.pdf](#)  
[Krajewski, Ken CQ.pdf](#)  
[McCracken, Chris CQ.pdf](#)  
[Rogers, Leanne CQ.pdf](#)  
[Wilhelm, Glenn CQ.pdf](#)  
[Williams, Jason CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

**President Tisdel** noted that three individuals were nominated at the December 4, 2017 Council Meeting for the Liquor License Technical Review Committee. He instructed Council Members to vote for two individuals.

The nominees received the following votes:

**Thomas Blackstone:** Tisdel, Morita, Bowyer, Deel, Hetrick and Kubicina  
**Vern Pixley:** Tisdel, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell  
**Ryan Smith:** McCardell

**President Tisdel** noted that Thomas Blackstone and Vern Pixley would be appointed to the Liquor License Technical Review Committee.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdel

Enactment No: RES0373-2017

**Resolved,** that the Rochester Hills City Council hereby appoints Thomas Blackstone and Vern Pixley to the Liquor License Technical Review Committee, each to serve a one-year term to expire December 31, 2018.

**2017-0460** Nomination/Appointment of seven (7) Citizen Representatives to the Public Safety and Infrastructure Technical Review Committee, each for a one-year term to expire December 31, 2018

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Appointment Form.pdf](#)  
[Blackstone, Thomas CQ.pdf](#)  
[Carlock, Jason CQ.pdf](#)  
[Duperon, Jeff CQ.pdf](#)  
[Graves, Jayson CQ.pdf](#)  
[Hooper, Greg CQ.pdf](#)  
[Smith, Ryan CQ.pdf](#)  
[Stephens, Tom CQ.pdf](#)  
[Struzik, Scott CQ \(Revised\).pdf](#)  
[120417 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Brown, Jeremy CQ.pdf](#)  
[Hokschi, Jr., Orville CQ.pdf](#)  
[Izzathullah, MD, Lubna S CQ.pdf](#)  
[Johnson, Walter CQ.pdf](#)  
[Krajewski, Ken CQ.pdf](#)  
[Mazur-Abeare, Donna CQ.pdf](#)  
[Moore, Carl CQ.pdf](#)  
[Schroeder, C Neall CQ.pdf](#)  
[Strunk, Susan CQ.pdf](#)  
[Struzik, Scott CQ.pdf](#)  
[Williams, Jason CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Public Comment:**

**Thomas Blackstone**, 435 Hillview, stated that he has lived in Rochester Hills for 22 years and served on the Public Safety and Infrastructure Technical Review Committee from 2013 to 2016. He noted that during his tenure, a Green Space Millage was repurposed to Local Roads, a millage was approved to hire nine new firefighters, money was appropriated for the renovations of the fire stations, and the Committee started exploring a stormwater utility. He stated that his experience will help out the Committee.

**President Tisdell** noted that eight individuals were nominated at the December 4, 2017 Council Meeting for the Public Safety and Infrastructure Technical Review Committee. He instructed Council Members to vote for seven individuals.

The nominees received the following votes:

**Thomas Blackstone:** Kubicina

**Jason Carlock:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**Jeff Duperon:** Tisdell, Morita, Bowyer, Deel, Hetrick and McCardell

**Jayson Graves:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**Greg Hooper:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**Ryan Smith:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**Tom Stephens:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**Scott Struzik:** Tisdell, Morita, Bowyer, Deel, Hetrick, Kubicina and McCardell

**President Tisdell** noted that Jason Carlock, Jeff Duperon, Jayson Graves,

*Greg Hooper, Ryan Smith, Tom Stephens and Scott Struzik would be appointed to the Public Safety and Infrastructure Technical Review Committee.*

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0374-2017

**Resolved**, that the Rochester Hills City Council hereby appoints Jason Carlock, Jeff Duperon, Jayson Graves, Greg Hooper, Ryan Smith, Tom Stephens and Scott Struzik to the Public Safety and Infrastructure Technical Review Committee, each to serve a one-year term to expire December 31, 2018.

**2017-0568** Request to Confirm the Mayor's Reappointment of Dr. Steven Fite to the Rochester Hills Museum Foundation for a two-year term to expire on December 31, 2019

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Fite, Dr. Steven CQ.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0375-2017

**Resolved**, that the Rochester Hills City Council hereby confirms the Mayor's reappointment of Dr. Steven Fite to the Rochester Hills Museum Foundation for a two-year term to expire on December 31, 2019.

**2017-0569** Request to Confirm the Mayor's Reappointment of Stan Paurazas to the Construction/Fire Prevention Board of Appeals for a three-year term to expire December 31, 2020

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Paurazas, Stan CQ.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0376-2017

**Resolved**, that the Rochester Hills City Council hereby confirms the Mayor's reappointment of Stan Paurazas to the Construction/Fire Prevention Board of Appeals for a three-year term to expire December 31, 2020.

**2017-0570** Request to Confirm the Mayor's Reappointment of Kristin Bull, Tom Talbert, Michele Gage, and Darlene Janulis to the Naming Standing Committee, each for a one-year term to expire December 31, 2018

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Bull, Kristin CQ.pdf](#)  
[Gage, Michele CQ.pdf](#)  
[Janulis, Darlene CQ.pdf](#)  
[Talbert, Tom CQ.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0377-2017

**Resolved**, that the Rochester Hills City Council hereby confirms the Mayor's reappointment of Kristin Bull, Tom Talbert, Michele Gage, and Darlene Janulis to the Naming Standing Committee, each for a one-year term to expire December 31, 2018.

- 2017-0571** Request to Confirm the Mayor's Reappointment of Penny Brady, Anne Dieters-Williams, Rodney Hulbert, Samantha Phillips, Tate Vo, and Ronald Vogt to the Citizens Pathway Review Committee, each for a one-year term to expire on December 31, 2018

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Brady, Penny CQ.pdf](#)  
[Dieters-Williams, Anne CQ.pdf](#)  
[Hulbert, Rodney CQ.pdf](#)  
[Phillips, Samantha CQ.pdf](#)  
[Vo, Tate CQ.pdf](#)  
[Vogt, Ronald CQ.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0378-2017

**Resolved**, that the Rochester Hills City Council hereby confirms the Mayor's reappointments of Penny Brady, Anne Dieters-Williams, Rodney Hulbert, Samantha Phillips, Tate Vo, and Ronald Vogt to the Citizens Pathway Review Committee, each for a one-year term to expire on December 31, 2018.

## **NEW BUSINESS**

- 2017-0554** Request for Acceptance of Agreement - FISCAL: Request for City Council to Authorize the Mayor and City Clerk to execute Contract Amendment 1 to the Fiscal Year 2017-2018 Law Enforcement Services Agreement with Oakland County Sheriff's Office for Law Enforcement Services

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Contract Amendment 1 Document.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, stated that this request is the culmination of a process that began earlier this year. He noted that the Public Safety and Infrastructure Technical Review Committee recommended Council look at approving the addition of two Oakland County Sheriff's Deputies to the contract with Rochester Hills, including one Deputy and one Patrol Investigator.

**President Tisdell** commented that while it has been mentioned several times that Rochester Hills has been named the safest city in Michigan, it is not often said that it has one of the lowest per capita expenditures for law enforcement.

**Captain Michael Johnson**, Oakland County Sheriff's Office, commented that he would not be here if his financial house was not in order.

**Dr. Bowyer** expressed her thanks to Captain Johnson for the work he does to keep the city safe. She commented that the Sheriff's Department is doing a fantastic job.

**Captain Johnson** mentioned the evening's snow and tough commute, noting that it would be a good night to have an extra patrol car on the roadways.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0379-2017

**Whereas**, the Rochester Hills City Council has contracted with the Oakland County Sheriff's Office to provide law enforcement services for the City; and

**Whereas**, the City has approved amendment #1 adding one (1) Deputy II (no-fill) position and one (1) Patrol Investigator position beginning on January 1, 2018 and continuing until the current contract expires or is terminated.

**Resolved**, that the Rochester Hills City Council hereby approves Amendment #1 to the Oakland County Sheriff's Office Contract for Law Enforcement Services in The City of Rochester Hills 2017-2018.

**Be It Further Resolved**, that the Mayor and City Clerk are authorized to execute the amendment on behalf of the City.

**2014-0389** Request for Purchase Authorization - PARKS: Increase to Blanket Purchase Order/Contract for Natural Features Stewardship Program Consulting Services for Green Space in the amount of \$25,000.00 for a new not-to-exceed amount of \$500,000.00; Niswander Environmental, LLC, Brighton, MI

**Attachments:** [121117 Agenda Summary.pdf](#)  
[031416 Agenda Summary.pdf](#)  
[092214 Agenda Summary.pdf](#)  
[Proposal Tabulation.pdf](#)  
[092214 Resolution.pdf](#)  
[031416 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Ken Elwert**, Director of Parks and Forestry, stated that the increase requested for this item will be coming out of the Green Space Fund and not the General Fund, to complete the 2017 work planned, along with some analysis work on the Ruby Property, phragmites work on City property and a meadow at the Clear Creek property.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0380-2017

**Resolved**, that the Rochester Hills City Council hereby authorizes an increase to the Blanket Purchase Order/Contract for Natural Features Stewardship Program Consulting Services for Green Space to Niswander Environmental, LLC, Brighton, Michigan in the amount of \$25,000.00 for a new not-to-exceed amount of \$500,000.00 through December 31, 2017.

**2017-0573** Request for Purchase Authorization - PARKS: Blanket Purchase Order/Contract for Natural Features Stewardship Program Consulting Services for Green Space in the amount not-to-exceed \$470,000.00 through December 31, 2019; Niswander Environmental, LLC, Brighton, MI

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Ken Elwert**, Director of Parks and Forestry, stated that this request will allow the City to work with Niswander Environmental as their contract allows through 2019. He noted that they were one of five bidders and have done an excellent job in their work in the field. He mentioned that this will put the City five years into the ten-year maintenance project, and he noted that the City will be going out to bid in two years for the next round.

**Dr. Bowyer** noted that she had some emails from residents questioning this item. She explained that once the City had obtained the Green Space properties, an amendment was approved to allow the use of funds to maintain these properties. She noted that funds come out of the interest from the Green Space Trust Fund. She stated that the properties have so many invasive species that are trying to take over, and Niswander is doing a great job keeping phragmites and barberry bush out. She noted that the invasive species have no nutritional value for the current wildlife. She pointed out that Niswander presents a report each year. She stated that the Green Space Advisory Board's annual Discovery Walk will be in April at the Harding Green Space. She mentioned that the City added another 10 acres of Green Space with the acquisition of the Ruby Property.

**Mr. Elwert** noted that the City undertook 43 projects on three different sites in

2016, and 33 projects on three different sites in 2017. He commented that there would be a similar scale of projects moving forward.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0381-2017

**Resolved**, that the Rochester Hills City Council hereby authorizes a Blanket Purchase Order/Contract to Niswander Environmental, LLC, Brighton, Michigan for Natural Features Stewardship Program Consulting Services for Green Space in the amount not-to-exceed \$470,000.00 through December 31, 2019 and further authorizes the Mayor to execute a contract on behalf of the City.

**2017-0551** Request for Purchase Authorization - FISCAL: Blanket Purchase Order for FY 2018 City Attorney Services in the amount not-to-exceed \$250,000.00; Hafeli, Staran & Christ, P.C., Sylvan Lake, MI

**Attachments:** [121117 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, noted that the request for 2018 for City Attorney Services will keep the same hourly rate as last year.

**Vice President Morita** expressed her thanks to Mr. Staran for being the City Attorney and for being responsive to Council's requests over the past couple of years. She noted that last year it was requested that Council receive pending litigation updates and that the firm's other partners be introduced to Council Members, and this has been done. She stated that Mr. Staran is well-recognized in his profession.

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0382-2017

**Resolved**, that the Rochester Hills City Council hereby authorizes a Blanket Purchase Order to Hafeli, Staran & Christ, P.C., Sylvan Lake, Michigan for FY 2018 City Attorney Services in the amount not-to-exceed \$250,000.00.

## ANY OTHER BUSINESS

**2017-0587** Motion authorizing the City's attorneys to proceed in accordance with their recommendation concerning case facilitation in *Penberthy v Kaltz Excavating, et al*, Oakland County Circuit Court Case No. 2016-154978-ND

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

**Aye** 7 - Bowyer, Deel, Hetrick, Kubicina, McCardell, Morita and Tisdell

Enactment No: RES0383-2017

**Whereas**, the City Council met in Closed Session to discuss the matter of *Penberthy v Kaltz Excavating, et al*, Oakland County Circuit Court Case No. 2016-154978-ND.

**Resolved**, that the City of Rochester Hills City Council hereby authorizes the City's attorneys to proceed in accordance with their recommendation concerning case facilitation in *Penberthy v Kaltz Excavating, et al*, Oakland County Circuit Court Case No. 2016-154978-ND.

## NEXT MEETING DATE

*Regular Meeting - Monday, January 8, 2018 - 7:00 p.m.*

## ADJOURNMENT

*There being no further business before Council, it was moved by Morita, seconded by Kubicina to adjourn the meeting at 9:09 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 January 8, 2018 Regular City Council Meeting.*