



Rochester Hills Minutes - Draft

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Sister City Committee/Rochester

*Rochester Hills: David Blair, Theresa Mungoli, and David Walker
Rochester: Debbie Jones, Steve Sage, and Marilyn Trent*

Tuesday, August 5, 2025

5:00 PM

1000 Rochester Hills Drive
Conference Room #130

CALL TO ORDER

Member Mungoli called the Sister City Committee/Rochester meeting to order at 5:05 p.m.

ROLL CALL

Present 4 - Debbie Jones, Marilyn Trent, Theresa Mungoli and David Walker

Absent 2 - Steve Sage and David Blair

Others Present:

*Maggie Bobitz, President, Rochester Regional Chamber of Commerce
Erin McKay, Adult Liaison, Rochester Hills Government Youth Council (RHGYC)
Eliza Pizzuti, Chairperson of the Rochester Hills Government Youth Council (RHGYC)
Leanne Scott, City Clerk, City of Rochester Hills
Siddh Sheth, Vice Chairperson of the Rochester Hills Government Youth Council (RHGYC)
David Word, Executive Recreation Director, Rochester Avon Recreation Authority (RARA)*

APPROVAL OF AGENDA

A motion was made by Trent, seconded by Walker, that this matter be to Approve the Agenda as Presented. The motion carried by the following vote:

Aye 4 - Jones, Trent, Mungoli and Walker

Absent 2 - Sage and Blair

APPROVAL OF MINUTES

2025-0349 Approval of Minutes - Sister City Committee/Rochester - June 3, 2025

Attachments: [06032025 Meeting Minutes.pdf](#)
[Resolution \(Draft\).pdf](#)

- Approval of the June 3, 2025 - Meeting Minutes postponed to the Tuesday, October 7, 2025 - 5:00 p.m. meeting for review and correction of item on Page 5 regarding Rochester interest, mid-paragraph.

Resolved, that the Minutes of the Sister City Committee/Rochester Meeting held

on June 3, 2025 be approved as presented.

DISCUSSION

Cemetery Discussion

Member Mungoli introduced Leanne Scott, City Clerk, City of Rochester Hills.

Clerk Scott stated that she oversees the City's Cemetery. She gave a brief overview:

- The City has re-branded the Cemetery, has a cheerier new logo and envelopes
- Changed documentation to read Certificate of Burial Rights rather than Deed, as the City owns the property
- Full time City Cemetery Staff maintains and cares for the Cemetery grounds
- The City utilizes a software program to track space availability

- Request has been made for a consultant for a Master Plan in the upcoming year to develop portions of the Cemetery:

- Plans for a cremation garden in the future with a mix of softscape and hardscape
- Benches for cremains placement
- Use of aggregate stone for aesthetics and ease of walking
- Researching estate-size columbariums for the unplotted areas of the Cemetery where in-ground burial is not possible

- Current project is the installation of an irrigation system
- Price comparisons are surveyed periodically to determine whether a price increase is necessary to maintain comparability with other municipal cemeteries, with all sales revenue reinvested back into the Cemetery
- The Perpetual Care Fund is a beneficial and necessary measure for continued maintenance of the Cemetery
- Emphasized the importance of pre-arrangement planning because there is no guarantee there will be available space
- Researched the possibility of the glass enclosed niches that would have to be located in the Cemetery Chapel

The Committee Members from the City of Rochester commented that their City Cemetery is out of crematorial space.

Member Jones asked if Clerk Scott would share the survey results with them. She commented further that Rochester may need to replace its cemetery fence and may be looking at price increases for its plot spaces.

The Committee Members thanked Clerk Scott for coming to speak to them about the management and maintenance of the City of Rochester Hills Cemetery.

Rochester Hills Government Youth Council (RHGYC) Representative

Member Mungoli recalled that at the last Committee meeting, there were two representatives from the RHGYC in attendance to share information about the organization and their activities. The City of Rochester Hills just added two more Members to the RHGYC and upon review of the Committee assignments, the

RHGYC requested to add a RHGYC Representative to the Sister City Committee/Rochester. She noted that the Rochester Avon Recreation Authority (RARA) is also getting a RHGYC Representative.

Member Trent made a motion to add a Rochester Hills Government Youth Council Representative to the Committee, seconded by **Member Jones**. The vote was unanimous with 4 - Ayes - Jones, Mungioli, Trent and Walker and 2 Absent - Blair and Sage.

Memorial Day Parade

Member Mungioli introduced Maggie Bobitz, President of the Rochester Regional Chamber of Commerce and David Word, Executive Recreation Director, Rochester Avon Recreation Authority (RARA) to discuss the 2026 Memorial Day Parade. She noted that the Committee has been very proud to have helped bring the Memorial Day Parade back for a couple of years. She expressed the Committee's appreciation of the Chamber Foundation actively engaged with the organization of the Parade, the fundraising, expenses and the continuation of the Memorial Day Parade.

Mr. Word stated that he and Ms. Bobitz had been discussing the Parade in general, whether to continue it, understanding the history behind it and yet, the community seems to travel during that weekend period. Therefore, attendance has been less each year. He continued that he is looking to add more value to the community and that the project he is proposing gives people an opportunity not to be limited to a specific day but gives them a chance throughout a three-week period to attend when they see fit; an opening ceremony would be held to begin a week before the holiday, the holiday would be in the middle with additional programming, and at holiday's end, there would be a closing ceremony at each city with the family members, attendees, representatives from the respective cities. The story boards would be given to the family members. He stated that the goal is to have new families each year, but the intent is to research some of the oldest citizens in the Rochester area for the first year, then would move forward to an applicant process

Ms. Bobitz concurred and stated she is guessing approximately 150 people or less had attended the last parade; 14 entries, approximately 5 of those entries were not city-related. She noted that perhaps ribbon-cutting type ceremonies could be held at each of the ceremonies.

Member Jones asked what the timeline would be from beginning to end.

Mr. Word gave the following proposed timeline:

- Opening ceremony would be the week before the holiday, staggered time periods for each city's event, maybe two different days, one at Rochester Municipal Park and one at Innovation Hills, and then the story boards would be set up around at each of the designated park locations.
- Story boards would be displayed for approximately three weeks with additional guided walks conducted by volunteers or staff
- Week one's theme would be the introduction and commemoration
- Week two would be education and engagement
- In addition, there would be a message board of thanks and encouragement written by the attendees and given to the individual families

- Week three would be focused on legacy and gratitude and a final chance for the public to attend and view the information
- Additional activity would be set up for the closing ceremony with a final thank you and tribute to the veterans' families, closing remarks from designated speakers

Discussion ensued as to the following:

- The look and appearance of the story boards
- The information on the boards about the honoree Veterans (must be residents of each community)
- The park locations for installation of the story boards
- The importance of the events opening and closing around the Memorial Day date itself
- Keep this proposal separate from each City's Memorial Day Observance events
- No Parade would be held in 2026

The Committee Members plan to bring further discussion and event scheduling suggestions to its next meeting.

ANY OTHER BUSINESS

The Committee Members proposed discussion of the 2026 Meeting Schedule at its October 2025 meeting.

NEXT MEETING DATE

- Tuesday, October 7, 2025 - 6:00 p.m.

ADJOURNMENT

There being no further business before the Committee, it was moved by Member Trent and seconded by Member Walker to adjourn the meeting at 6:14 p.m.