



# Rochester Hills

## Minutes - Draft

### City Council Work Session

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

*Erik Ambrozaitis, Jim Duistermars, Barbara Holder, Greg Hooper,  
Linda Raschke, James Rosen, Ravi Yalamanchi*

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Wednesday, October 3, 2007

7:30 PM

1000 Rochester Hills Drive

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## CALL TO ORDER

*President Rosen called the Regular Rochester Hills City Council Work Session to order at 7:30 p.m. Michigan Time.*

## ROLL CALL

**Present** 7 - Erik Ambrozaitis, Jim Duistermars, Barbara Holder, Greg Hooper, Linda Raschke, James Rosen and Ravi Yalamanchi

## Others Present

*Bryan Barnett, Mayor  
Alan Buckenmeyer, Parks Operations Manager  
Paul Davis, City Engineer  
Vince Foisy, Supervisor of Communication Systems  
Julie Jenuwine, Director of Finance  
Jane Leslie, City Clerk  
Roger Rousse, Director of DPS/Engineering  
Leanne Scott, City Council Coordinator  
Jamie Smith, Media Specialist  
John Staran, City Attorney*

## PLEDGE OF ALLEGIANCE

## REVIEW OF AGENDA

*President Rosen removed Legislative File 2007-0686 from Administration and placed it under City Council.*

## PUBLIC COMMENTS

*None*

## LEGISLATIVE & ADMINISTRATIVE COMMENTS

**Mr. Ambrozaitis** reminded everyone that the Stonewall Pumpkin Festival will be held Saturday, October 6, 2007 at the Van Hoosen Farm from 10:00 a.m. to 4:00 p.m. He stated the activities included pumpkin carving, hay rides, bowling contests, and craft making. He further stated that there would be a lighted pumpkin display from 7:00 p.m. to 9:00 p.m. at the Rochester Hills Museum.

**Mr. Hooper** stated the League of Women Voters Forum for City Council candidates and the two Mayoral candidates is October 4, 2007 at 7:00 p.m. at City Hall.

**Dan Offenbacher**, Rochester Hills Government Youth Council representative, stated the Youth Council was in the process of coordinating their projects and would keep Council informed of the progression of their efforts.

**Mayor Barnett** advised that on Friday, October 5, 2007 the Rochester Hills Fire Department would be at the Meijer parking lot hosting an emergency display that would include the landing of a University of Michigan helicopter at 7:30 p.m. He further advised that on Sunday, October 7, 2007 all five Fire Stations in Rochester Hills would be hosting Open Houses at each station.

## ADMINISTRATION

**2005-0778** Request for Purchase Authorization - DPS/FIRE: PRI Circuits, Local, POTS, Centrex and circuits, increase to blanket purchase order in the amount of \$75,000 for a new not-to-exceed total of \$225,000.00; AT&T, Aurora, IL

**Attachments:** [Agenda Summary.pdf](#)

**Mr. Vince Foisy**, Supervisor of Communications System, explained the implementation process for changing the City's communications from a wire-based system to an Internet Protocol-based system. He advised that he would return to Council to request additional funds when a service provider was chosen.

**Mr. Yalamanchi** asked if Comcast would be ready to service the City by December 2008.

**Mr. Foisy** stated Comcast is the current Cable provider for the Fire Department. He advised that Comcast was currently servicing the park sites and he would have them service the City's larger facilities when he was confident that no issues would arise from the transfer.

**This matter was Discussed.**

**2007-0040** Request for Purchase Authorization - DPS/ENG: Ready Mix Concrete Materials, increase to blanket purchase order in the amount of \$50,000 for new not-to-exceed total of \$120,000; Utica Transit Mix, Sterling Heights, MI, as primary vendor, and Arlington Transit Mix & Masonry Supply, Shelby Township, MI, as secondary vendor

**Attachments:** [Agenda Summary.pdf](#)

**Mr. Roger Rousse** stated the amount of work performed on concrete roads had escalated greatly above the asphalt road repair allotted amount that had been originally budgeted. He further stated that this request is not a budget increase but rather a redirecting of funds due to the excessive concrete road repairs.

**This matter was Discussed.**

- 2007-0652** Request for Purchase Authorization-DPS/ENG: Accept Bid and Award Contract for Adams Road Pathway Project; Blanket Purchase Order in the amount of \$180,452.50; Florence Cement Company, Shelby Township, Michigan.

**Attachments:** [Agenda Summary.pdf](#)  
[Map.pdf](#)  
[Bid Tabs.pdf](#)

**This matter was Discussed.**

- 2007-0658** Request for Purchase Authorization - MAYOR: Two (2) Avid Adrenaline Non-linear Editing Systems in the amount of \$57,548.42; Roscor Corporation, Mount Prospect, IL

**Attachments:** [Agenda Summary.pdf](#)  
[Proposal Tabulation.pdf](#)

**This matter was Discussed.**

- 2007-0073** Request for Purchase Authorization - MAYOR: Fireworks Displays for Festival of the Hills, increase to blanket purchase order in the amount of \$6,000 for a new not-to-exceed total of \$102,000.00; Melrose Pyrotechnics, Inc., Kingsbury, IN

**Attachments:** [Agenda Summary.pdf](#)

**Mr. Alan Buckenmeyer**, Parks Operations Manager, stated the fireworks display contract is dedicated for a range of \$29,000 to \$32,000 for the years 2007, 2008 and 2009. He further stated that he was asking for an increase for the fireworks display at the Festival of the Hills event of up to \$3,000 per year for three years.

**President Rosen** asked if the Parks Department would have the opportunity to decrease the cost for the fireworks display and if so, would the contract have to be re-negotiated.

**Mr. Buckenmeyer** replied that it would be possible to spend less in future years but the contract would need to be re-negotiated to increase or to decrease the funds for future fireworks displays.

**Mayor Barnett** reminded Council that the funding for this is through donations, and if the donations are not in the fund, the money is not spent. There is still a positive balance in the Community Foundation fund for this.

**This matter was Discussed.**

- 2007-0676** Discussion regarding Ordinance Amendment for Nonresidential Surcharges and High Strength Surcharges

**Attachments:**

[Ordinance.pdf](#)  
[101007 Agenda Summary.pdf](#)  
[OCDC Surcharge notice.pdf](#)

**Ms. Julie Jenuwine** stated the City had received notice from the Oakland County Drain Commission (OCDC) indicating that they would be charging the City for non-residential surcharges for the meters, and the high strength surcharges as well for customers in excess of allowable usage amounts.

**Mr. Yalamanchi** questioned that since the City's non-residential customer rates showed a decrease in water usage; thus identifying a decrease in surcharges, if the decrease would eventually affect residential charges.

**Ms. Jenuwine** stated that in years past the City had experienced increases in charges, but this year the City is experiencing a decrease in charges from the OCDC. She noted that this year there is a 5 percent decrease in non-residential meter charges.

**This matter was Discussed.**

- 2007-0705** Request for Approval of the Michigan Department of Transportation Agreement for the Acquisition of Right-of-Way for the Reconstruction and Widening Work along Hamlin Road from Crooks to Livernois Road

**Attachments:** [Agenda Summary.pdf](#)  
[MDOT Contract.pdf](#)

**This matter was Discussed**

- 2007-0704** Request for Purchase Authorization - DPS/FACILITIES: Facilities Consulting Services contract/blanket purchase order in the amount not-to-exceed \$85,000.00; Spectrum Strategies, Southfield, MI.

**Attachments:** [Agenda Summary.pdf](#)  
[Proposal Tabulation.pdf](#)

**Mr. Roger Rousse**, Director of DPS/Engineering, stated this project would be "dovetailed" in with the City's Asset Management Program and would contain a complete inventory of all of the above ground infrastructure which belongs to the City. He further stated the program would offer Council alternatives to managing the City's facilities which include the following:

- 1) Record all paintable surfaces that are in the City's buildings and provide Council with an exact cost and funding alternatives for the maintenance of the paintable surfaces in the City's buildings.
- 2) Provide a Facilities Condition Index that will provide the cost to maintain all buildings in a "like new" condition.
- 3) Evaluate a proposal of contracting out services versus having services in-house, and it will benchmark with other communities to compare how other City governments are maintaining their facilities.
- 4) Provide opportunities to share services with other communities.
- 5) Allow the City to contract services with adjoining communities so the City would receive greater cost savings.
- 6) Allow the City the ability to do a condition-based appreciation.

He stated all costs would be compiled into an annual report that would include policy alternatives for Council and determine how the City's buildings would be maintained.

**Mr. Yalamanchi** stated he was in favor of the project as it would allow Council to evaluate the Facilities Fund more closely.

**Mr. Hooper** asked Mr. Rousse if data would have to be collected on an annual basis after the initial data was collected.

**Mr. Rousse** replied that the City's in-house staff would develop maintenance and inspection frequencies to keep all of the City's buildings in good repair.

**Mr. Hooper** inquired if a consultant would be hired to collect the data.

**Mr. Rousse** advised he was contemplating whether to contract the job with an outside source or utilize in-house staff. He commented that his preference would be to use in-house staff as much as possible, but if the City staff did not have the expertise to complete the task then he would consider an outside source.

#### **PUBLIC COMMENT**

**Ms. Melinda Hill**, 1481 Mill Race, stated that she felt City staff should handle the collection of the data. She further stated that she was not in favor of this expenditure.

#### **COUNCIL DISCUSSION**

**Mr. Rousse** informed Council of plans to benchmark with Auburn Hills, Sterling Heights, Farmington Hills, and the City of Troy in hopes that services could be

combined and there would be economical advantages in doing so. He further stated that since the year 2000, the City has greatly expanded its square footage, and with that there is increased responsibility for the Facilities Department. He informed Council of the "skeleton" staff that the Facilities Department presently has and noted that previously they had eleven employees and now have only seven.

**Dan Offenbacher**, RHGYC representative, asked when the data would be collected.

**Mr. Rousse** stated he would like the data collected prior to the implementation of the Capital Improvement Program, as it will identify the deficiencies in all of the buildings owned by the City. He further stated he would submit any repairs needed in the City's buildings as a Capital Improvement Project.

### **PUBLIC COMMENT**

**Mr. David Kibby**, 558 Whitney, stated he was in favor of approving the initial cost of \$85,000. He further stated that if a computer could do the same job that originally required two staff members to complete in a year, then the City would not have the cost of two employees' wages and benefits every year.

### **COUNCIL DISCUSSION**

**Mr. Hooper** questioned why the second lowest bid was chosen for the project rather than the lowest.

**Mr. Rousse** replied that Spectrum Strategies had the best qualifications for the project as they have performed facilities consulting services for a number of other municipalities in the area and portrayed that knowledge during the interview process.

This matter was Discussed.

## **CITY COUNCIL**

**2007-0686** Proposed Pathway Committee Creation

**Attachments:** [100307 Agenda Summary.pdf](#)  
[Pathway Cmte History Memo 092407.pdf](#)

**Mr. Paul Davis**, City Engineer, asked Council for direction regarding whether or not to go forward with a seven-member Pathway Committee to review and prioritize pathways in the City that would be eligible for future construction.

**Mr. Ambrozaitis** stated he was in favor of forming a Pathway Committee especially in light of the new American Association of Disabilities (ADA) requirements.

**Mr. Yalamanchi** questioned if the members of the Pathway Committee would be appointed by the Council or by the Mayor.

**President Rosen** stated the Council's options would be to form an independent board or commission, or create a Council Technical Review Committee that would have five or seven members appointed by the Mayor, possibly two members of Council, and one or two representatives from the Planning Commission.

**Mr. Duistermars** stated two benefits of forming a committee to address pathway issues would be:

- 1) Recommendations that come to Council would be impartial.
- 2) To fulfill a gap in knowledge or technical expertise that Council may not be aware of.

**Mr. Davis** advised that a Notice would be posted on the City's web page identifying that interested citizens need to submit their names for consideration to participate on the Pathway Committee. He suggested the committee should consist of seven members rather than five due to the quorum requirement.

#### **PUBLIC COMMENT**

**Ms. Melinda Hill**, 1481 Mill Race, stated she was in favor of the formation of a Pathway Committee comprised of citizens and did not feel there was a need to have the Mayor appoint members. She further stated that in the past, the Pathway Committee would discuss pathway issues and concerns and then report back to Council when funding approval for the project was needed.

#### **COUNCIL DISCUSSION**

**President Rosen** stated the committee could be filled with Mayoral appointments and confirmed by Council, or they could be chosen in the same manner as a prospective member of the Planning Commission or Zoning Board of Appeals.

**Mayor Barnett** gave a brief history of past practices in the development of a Pathway Committee. He added that previously the Pathway Committee members were appointed by the Mayor and confirmed by Council. He encouraged Council to approve the proposal in their packet for the formation of a new Pathway Committee.

**Mr. Hooper** asked if a member of the Planning Commission could be a member of the new Pathway Committee.

**Mr. John Staran**, City Attorney, stated the Municipal Planning Act clearly states that the Planning Commissioners cannot serve on any other boards or commissions other than the Zoning Board of Appeals (ZBA) or City Council.

*Mr. Hooper* stated he would like the issue of having a Planning Commission member on the Pathway Committee pursued as he felt this would be a pertinent member to have on the committee.

*City Attorney Staran* stated his support of Mr. Hooper's suggestion that a Planning Commission member be on the Pathway Committee as the committee is closely related to the normal functions and activities of the Planning Commission. He further stated that the Pathway Plan is an integral component of the Master Land Use Plan which falls under the domain of the Planning Commission.

### **COUNCIL DISCUSSION**

*Ms. Holder* stated she was in favor of the Mayor appointing the Pathway Committee members and Council approving his appointments. She also supports having a Planning Commission member on the committee.

*Mr. Duistermars* questioned if rehabilitation projects on the pathways were prioritized, or if the City just completes them to prevent possible liability issues.

*Mr. Davis* stated that City staff identifies stretches of pathway that they visually determine are in poor condition and they are incorporated into the Overlay Program for repair.

**This matter was Discussed.**

## **ANY OTHER BUSINESS**

*Mr. Ambrozaitis* asked the Administration for an update on the property at 2920 North Grant Road.

*Ms. Raschke* requested the Administration place a sign on Rochester Road with an arrow pointing north to the Sarah Van Hoosen Jones Stoney Creek Cemetery.

*Mayor Barnett* stated he would get an update for Mr. Ambrozaitis on the property at 2920 Grant. He further stated that he had received a prior request for a sign pointing to the Sarah Van Hoosen Jones Stoney Creek Cemetery and noted the sign involved the Michigan Department of Transportation's approval due to their ownership of Rochester Road.

## **NEXT MEETING DATE**

*Regular Meeting - Wednesday, October 10, 2007 - 7:30 p.m.*



## ADJOURNMENT

*There being no further business before Council, President Rosen adjourned the meeting at 9:05 p.m.*

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*JAMES ROSEN, President  
Rochester Hills City Council*

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*JANE LESLIE, Clerk  
City of Rochester Hills*

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*SUE SMITH  
Administrative Secretary  
City Clerk's Office*

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