



City of Rochester Hills  
AGENDA SUMMARY  
NON-FINANCIAL ITEMS

1000 Rochester Hills Dr.  
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Legislative File No: 2025-0509

**TO:** Mayor and City Council Members

**FROM:** Tracey Balint, P.E., Interim Director, Department of Public Services

**DATE:** December 1, 2025

**SUBJECT:** Engineer's Report for the proposed Special Assessment District (SAD) paving project of Childress Avenue and Enid Street Paving; City File Number E23-032

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**REQUEST:**

The Department of Public Services requests that the City Council accept the attached Engineer's Report for the proposed paving project of Childress Avenue and Enid Street and set the date of December 15, 2025 for the public hearing on necessity for the project.

**BACKGROUND:**

An initial public information meeting was held on November 21, 2023 at City Hall in response to the SAD request. The initial public information meeting provided greater detail on the SAD process and the residents were told that a formal petition signature was required to show that at least 60% + 1 support for the paving project existed. A resident circulated petitions of support to request the Childress Ave SAD and demonstrated that support existed. The formal petition included signatures for 7 of 9 properties, thus meeting the minimum support requirement of 7.

City Council formally accepted the Childress Avenue and Enid Street petition at the March 4, 2024 meeting and the Childress Avenue SAD project was added and incorporated into the 2025-2030 Capital Improvement Plan. Regarding funding, \$100,000 for the engineering design plans was included in the 2025 budget. An additional \$637,500 for construction is currently included in the 2026 budget.

City staff requested a proposal from Hubbell, Roth, & Clark (HRC), an engineering design consultant, to prepare the construction plans and specifications. This proposal was approved by the City Council during its meeting on June 23, 2025. Following the approval, HRC developed a draft set of design plans. These plans were presented at the second public information meeting, which was held at Rochester Hills City Hall on November 20, 2025. Attendees had the opportunity to review the draft designs and have their questions answered by the project team.

An Engineer's Report, preliminary construction cost estimate, and draft assessment roll has been prepared and attached for City Council review. If City Council chooses to move the SAD paving project forward, the Engineer's Report should be formally accepted and the public hearing of necessity scheduled.

**RECOMMENDATION:**

The Department of Public Services recommends that the City Council accept the attached Engineer's Report for the proposed gravel road SAD paving project of Childress Avenue and Enid Street and set the date of December 15, 2025 for the public hearing on necessity for the project.

Attachment(s): Engineer's Report  
Draft SAD Assessment Roll for Childress Avenue and Enid Street  
Preliminary Construction Cost Estimate from HRC  
Childress District map

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APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney      ☐ Yes      ☒ N/A