



# Rochester Hills

## Minutes -

### City Council Regular Meeting

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

*David J. Blair, Susan M. Bowyer Ph.D., Ryan Deel, Dale A. Hetrick, Stephanie Morita,  
Theresa Mungoli and David Walker*

**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, May 24, 2021

7:00 PM

1000 Rochester Hills Drive

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#### CALL TO ORDER

*President Deel called the Regular Rochester Hills City Council Meeting to order at 7:00 p.m. Michigan Time.*

#### ROLL CALL

**Present** 6 - David Blair, Susan M. Bowyer, Ryan Deel, Dale Hetrick, Theresa Mungoli and David Walker

**Absent** 1 - Stephanie Morita

#### Others Present:

*Bryan Barnett, Mayor  
Scott Cope, Building/Ordinance/Facilities Director  
Paul Davis, Deputy Public Services Director  
Tim Hollis, Deputy Director  
Shieen Jackson, Admin Assistant III - Cemetery & Vital Stats  
Gary Nauts, Facilities Manager  
Shreya Pillai, Rochester Hills Government Youth Council Representative  
Leanne Scott, City Clerk  
Joe Snyder, Chief Financial Officer  
John Staran, City Attorney  
Christine Wissbrun, Admin Associate II*

#### PLEDGE OF ALLEGIANCE

#### APPROVAL OF AGENDA

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

**Aye** 6 - Blair, Bowyer, Deel, Hetrick, Mungoli and Walker

**Absent** 1 - Morita

## COUNCIL AND YOUTH COMMITTEE REPORTS

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

**President Deel** introduced Rochester Hills Government Youth Council (RHGYC) Representative Shreya Pillai.

**Ms. Pillai**, Rochester Hills Government Youth Council Representative, shared that she is a 10th grader at Rochester High School and is serving her second year on the Rochester Hills Government Youth Council (RHGYC). She stated that she also serves on the Public Safety Technical Review Committee as the RHGYC Representative. She shared that the Mental Health Webinar hosted by RHGYC was a success and raised \$2,000 towards local Mental Health Initiatives. She stated that the RHGYC is in current discussions with the Green Space Advisory Committee to plan upcoming collaborations in the fall. She noted that the application deadline for the 2021-2022 year was May 19th. She stated that the next RHGYC meeting will take place on June 2, 2021.

### Rochester Area Youth Assistance (RAYA):

**Ms. Mungioni** shared that RAYA hosted a community parade to recognize and celebrate the youth who participated in programs and volunteered at RAYA. RAYA board members and staff presented personal awards at the homes of program participants. She shared that one student was recognized for participating in various community events and volunteered her time contributing to the community; she also received a scholarship from Oakland University.

### Rochester Area Recreation Authority (RARA):

**Ms. Mungioni** stated that RARA has many programs available for youth and families to participate in. She encouraged individuals to visit the website at [www.rararecreation.org](http://www.rararecreation.org). She noted that the facility is continuing to offer programming per social distancing guidelines and will soon be back to pre-COVID participation numbers.

### Trailways Commission:

**Mr. Walker** stated that National Trails Day is scheduled for Saturday, June 5, 2021. He shared that Paint Creek Trail will be celebrating by hosting a week long virtual scavenger hunt along the trail. He stated that participants will use the free Goose Chase app to engage in an interactive multi-media challenge for a chance to win a basket of prizes. He noted that the scavenger hunt will run from May 30, 2021 to June 5, 2021, where participants will be invited to complete a final mission on June 5th in Downtown Lake Orion. He encouraged individuals who wish to participate to download the Goose Chase app on a smart phone.

### Older Persons' Commission (OPC):

**Mr. Hetrick** stated that on June 5th, the OPC will host a 5K Fun Run to raise money to support Meals on Wheels. He noted that individuals can participate in-person or virtually.

*He shared that OPC is hosting their Summer Soiree on August 20, 2021 to assist in raising funds for programming.*

## PRESENTATIONS

2021-0196 Swearing-In Ceremony for Deputy City Clerk Sheila Brown

**Attachments:** [052421 Agenda Summary.pdf](#)

**Clerk Leanne Scott** performed the duties of swearing-in Deputy Clerk Sheila Brown.

**Mayor Barnett** and City Council offered their congratulations to Ms. Brown.

Presented.

## ORDINANCE FOR INTRODUCTION

2021-0180 Request for Acceptance for First Reading - An Ordinance to amend Sections 54-741, 54-743, 54-744, and 54-745; in Chapter 54, Fees, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan to modify water and sewer rates and fees, repeal conflicting Ordinances, and prescribe a penalty for violations

**Attachments:** [060721 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[052421 Agenda Summary.pdf](#)  
[WSAC Resolution.pdf](#)  
[COSDS 2021-22 Rate Packet.pdf](#)  
[052421 Resolution \(\).pdf](#)  
[Resolution \(\).pdf](#)

**Joe Snyder**, Chief Financial Officer, stated that on May 5, 2021 the Water System Advisory Council met to discuss, consider and recommend to City Council updated water and sewer rates for the upcoming 2021-2022 rate year. He noted that the Committee unanimously recommended the following rate structure:

- Water rate per unit, no change.
- Sewer rate per unit, no change.
- Customer charge per bill, a decrease of 4.1% resulting in a change from \$5.80 to \$5.56 per bill.
- The various "pass through" charges from the Great Lakes Water Authority to Industrial and commercial customers in the City.

He stated that a copy of the Water and Sewer Fee Ordinances are included in the packet provided to Council. He noted that this is the First Reading and if approved, the item will be back at the next scheduled City Council meeting on June 7, 2021 for a Second Reading.

**A motion was made by Hetrick, seconded by Blair, that this matter be Accepted for First Reading by Resolution. The motion carried by the following vote:**

**Aye** 6 - Blair, Bowyer, Deel, Hetrick, Mungoli and Walker

**Absent** 1 - Morita

Enactment No: RES0135-2021

**Resolved**, that an Ordinance to amend Sections 54-741, 54-743, 54-744, and 54-745; in Chapter 54, Fees, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan to modify water and sewer rates and fees, repeal conflicting Ordinances, and prescribe a penalty for violations is hereby Accepted for First Reading.

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

*None.*

## **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.

**2021-0193** Approval of Minutes - City Council Regular Meeting - February 22, 2021

**Attachments:** [CC Min 022221.pdf](#)  
[Resolution \(\).pdf](#)

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

Enactment No: RES0119-2021

**Resolved**, that the Minutes of a Rochester Hills City Council Regular Meeting held on February 22, 2021 be approved as amended/presented.

**2021-0194** Approval of Minutes - City Council Regular Meeting - March 8, 2021

**Attachments:** [CC Min 030821.pdf](#)  
[Resolution \(\).pdf](#)

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

Enactment No: RES0120-2021

**Resolved**, that the Minutes of a Rochester Hills City Council Regular Meeting held on March 8, 2021 be approved as amended/presented.

**2021-0195** Approval of Minutes - City Council Regular Meeting - March 22, 2021

**Attachments:** [CC Min 032221.pdf](#)  
[Resolution \(\).pdf](#)

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

Enactment No: RES0121-2021

**Resolved**, that the Minutes of a Rochester Hills City Council Regular Meeting held on March 22, 2021 be approved as amended/presented.

- 2021-0125** Request for Purchase Authorization - Correction to blanket purchase order/contract for the Construction Engineering Services/Contract oversight for the South Loop Boardwalk at Innovation Hills in the amount of \$50.00 for a corrected contract amount of \$82,550.00; Hubbell, Roth and Clark, Inc., Bloomfield Hills, MI

**Attachments:** [052421 Agenda Summary.pdf](#)  
[041221 Agenda Summary.pdf](#)  
[HRC Proposal.pdf](#)  
[041221 Resolution.pdf](#)  
[Resolution \(\).pdf](#)

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

Enactment No: RES0122-2021

**Resolved**, that the Rochester Hills City Council hereby authorizes a correction to the blanket purchase order/contract for the Construction Engineering Services/Contract Oversight for the South Loop Boardwalk at Innovation Hills project presented to City Council at their April 12, 2021 meeting in the amount of \$50.00 for a corrected contract amount of \$82,550.00 to Hubbell, Roth and Clark, Inc., Bloomfield Hills, Michigan and further authorizes the Mayor to execute a contract on behalf of the City.

- 2021-0177** Request for Purchase Authorization - FLEET: Blanket Purchase Order for Freightliner heavy duty truck parts in the total amount not-to-exceed \$54,000.00 through June 30, 2024; Wolverine Freightliner Eastside, Mt. Clemens, MI

**Attachments:** [052421 Agenda Summary.pdf](#)  
[Resolution \(\).pdf](#)

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

Enactment No: RES0123-2021

**Resolved**, that the Rochester Hills City Council hereby authorizes a blanket purchase order to Wolverine Freightliner Eastside, Mt. Clemens, Michigan in the total amount not-to-exceed \$54,000.00 through June 30, 2024.

- 2021-0178** Request for Approval of a Storm Water System Maintenance Agreement between the City of Rochester Hills and Great Oaks Country Club, Inc. a Michigan Corporation, for Great Oaks Country Club Tennis Court Project

**Attachments:** [052421 Agenda Summary.pdf](#)  
[Storm Maintenance Agreement.pdf](#)  
[Resolution \(\).pdf](#)

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

Enactment No: RES0124-2021

**Resolved**, that the Rochester Hills City Council hereby approves the Storm Water System Maintenance Agreement between the City of Rochester Hills and Great Oaks Country Club, Inc., a Michigan Corporation, whose address is 777 Great Oaks Blvd., Rochester Hills, MI 48307, for Great Oaks Country Club Tennis Court Project, Parcel #15-10-101-087.

**Further Resolved**, that the City Clerk is directed to record the agreement with the Oakland County Register of Deeds.

**2021-0179** Request for Acceptance of the Amendment to Water Main Easement granted by Great Oaks Country Club, Inc., a Michigan Corporation, for Great Oaks Country Club Tennis Court Project

**Attachments:** [052421 Agenda Summary.pdf](#)  
[Amendment to Water Main Easement.pdf](#)  
[Resolution \(\).pdf](#)

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

Enactment No: RES0125-2021

**Resolved**, that the Rochester Hills City Council, on behalf of the City of Rochester Hills hereby accepts an Amendment to Water Main Easement for the construction, operation, maintenance, repair and/or replacement of a water main on, under, through and across land more particularly described as Parcel #15-10-101-087, granted by Great Oaks Country Club, Inc., a Michigan Corporation, whose address is 777 Great Oaks Blvd., Rochester Hills, MI 48307, for Great Oaks Country Club Tennis Court Project.

**Further Resolved**, that the City Clerk is directed to record the easement with the Oakland County Register of Deeds.

**2021-0189** Request for Approval of the Floodplain Use Permit for the roadway, bridge, and water main work for the Avon and Dequindre corridor projects

**Attachments:** [052421 Agenda Summary.pdf](#)  
[OHM Memo 051421.pdf](#)  
[Permit Application.pdf](#)  
[Map 100 & 500 yr Floodplain Floodway Limits.pdf](#)  
[Resolution \(\).pdf](#)

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

Enactment No: RES0126-2021

**Whereas**, the Road Commission for Oakland County (RCOC) is the applicant for a Floodplain Use Permit for corridor work that is proposed for reconstructing the westerly Avon/Dequindre intersection and replacing the existing Avon Road bridge crossing the Clinton River east of the intersection; and

**Whereas**, the RCOC Floodplain Use Permit application also includes needed compensating cut mitigation for project filling in the floodplain for the Great Lakes Water Authority (GLWA) 96-inch water main installation and easterly Avon/Dequindre/23 Mile Road roundabout intersection construction project; and

**Whereas**, a new detention facility will be constructed at the southwest quadrant of the Avon and Dequindre intersection to offset the volume of floodplain filling within the 100-year floodplain of the Clinton River elsewhere by the two projects; and

**Whereas**, the Department of Public Services Engineering Division recommends approval of the RCOC Floodplain Use Permit application as submitted;

**Resolved**, that the Rochester Hills City Council finds that approval of the Floodplain Use Permit application is warranted and hereby grants approval for the submitted permit application.

- 2021-0192** Request for Purchase Authorization - DPS/ENG: Blanket Purchase/Contract for the 2021 Pavement Legends Program in the amount of \$40,826.65 with a 10% project contingency in the amount of \$4,082.67 for a total not-to-exceed project amount of \$40,826.65; J.V. Contracting, Inc., Goodrich, MI

**Attachments:** [052421 Agenda Summary.pdf](#)  
[2021 Legends JV Extension.pdf](#)  
[2021 Legends Program Estimate.pdf](#)  
[2021 Legends Program Overview.pdf](#)  
[RCOC 2021 Legends Price Extension Signed.pdf](#)  
[RCOC 2021 Legends Price Table.pdf](#)  
[Resolution \(\).pdf](#)

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

Enactment No: RES0127-2021

**Resolved**, that the Rochester Hills City Council hereby authorizes a blanket purchase order/contract for the 2021 Pavement Legends Program to J.V. Contracting, Inc., Goodrich, Michigan in the amount of \$40,826.65 with a 10% project contingency in the amount of \$4,082.67 for a total not-to-exceed project amount of \$40,826.65 and further authorizes the Mayor to execute a contract on behalf of the City.

- 2021-0197** Request for Acceptance of the Sub recipient Agreement between Oakland County and the City of Rochester Hills for the allocation of grant funding under the 2121 High Intensity Drug Trafficking Area (HIDTA) grant

**Attachments:** [052421 Agenda Summary.pdf](#)  
[Exhibits A-E.pdf](#)  
[HIDTA Subgrant Agreement.pdf](#)  
[Resolution \(\).pdf](#)

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

Enactment No: RES0128-2021

**Resolved**, that the Rochester Hills City Council hereby accepts the Sub recipient Agreement between Oakland County and the City of Rochester Hills for the allocation of grant funding under the 2021 High Intensity Drug Trafficking Area (HIDTA) grant and further authorizes the Mayor to execute the Agreement on behalf of the City.

## Passed the Consent Agenda

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

**Aye** 6 - Blair, Bowyer, Deel, Hetrick, Mungioli and Walker

**Absent** 1 - Morita

## LEGISLATIVE & ADMINISTRATIVE COMMENTS

**President Deel** congratulated his wife, Malinda Deel for being elected to the Oakland County Bar Association Board of Directors serving as Vice-President. He stated that the Oakland County Bar Association is the largest volunteer bar association in the state.

**Vice President Bowyer** congratulated Ms. Brown for being chosen as the new Deputy Clerk.

She announced that the Older Persons' Commission (OPC) is hosting a 5K Run/Walk on June 5th and noted that she will be in attendance.

**Mr. Walker** stated that National EMS week was celebrated from May 16th to May 23rd in recognition of those who contribute to the medical front line. He noted that the Rochester Hills' EMS team responds to approximately 500 EMS incidents a year and expressed his appreciation for their support and caring for the needs of the residents of the Rochester Hills community.

**Ms. Mungoli** shared that the Michigan Citizens Redistricting Commission is hosting a public hearing on June 10, 2021 at 6:00 p.m. located at the Center Point Marriott.

She explained that the state is in the process of following the constitutional amendment that was passed in 2018 relative to redistricting. She noted that the Commission is soliciting feedback from citizens as to what is a community of interest as it relates to citizens' respective communities. She encouraged citizens to participate in the public hearings and provide feedback. She stated that those interested in more information should visit [www.michigan.gov/micrc](http://www.michigan.gov/micrc). She noted that the redistricting will impact how the State House, State Senate and United States Congressional seats are redrawn, starting with the 2022 Elections.

She shared that last week she offered office hours to meet with residents regarding various concerns. She noted that she will offer office hours in June and more information will be available on her Facebook page soon.

**Mayor Barnett** provided the following updates:

- The City partnered with the Michigan Economic Development Corporation (MEDC) to match dollar-for-dollar up to \$50,000 to support the Innovation Hills Playground project. He shared that as of tonight, the City has raised just over \$50,000. He extended his appreciation to the community for stepping up and supporting the campaign in such a generous way. He stated that Innovation Hills is one of the most popular places to be and last week many prom students took advantage of the photo opportunities. He shared that in celebration of the City Hall team raising \$1,000, he will be participating in an ice water drop at City Hall on Tuesday, May 25, 2021.
- Chief Financial had a ribbon cutting over the weekend; their campus is now located in both Rochester and Rochester Hills which makes a substantial imprint in both communities. He noted that they have been



significant contributors to Innovation Hills and is grateful for their growth within the community and their sponsorship.

- He extended his appreciation to the residents of Rochester Hills who donated a total of 2.5 million points to Recycle Bank which resulted in a \$10,000 donation to the Rochester Community Schools Green Schools Program. He noted that the donation marked \$115,000 that residents have donated through recycling their trash. He explained that the Recycle Bank points make it possible to be one of the largest donors to the schools. He shared that there is now single stream recycling available at every school located within the Rochester Community School District.
- He encouraged individuals to visit the Auburn Road Corridor to see the transformation. He shared that on June 3, 2021 from 4:00 p.m. - 6:00 p.m. there will be an open house to celebrate the unveiling of 25 art pieces throughout the Auburn Corridor created by Rochester Hills students. He encouraged individuals to RSVP.
- He announced that the Splash Pad Grand Opening will take place on June 9, 2021 at noon.
- The Memorial Day Celebration hosted by the City of Rochester Hills will take place on Monday, May 31, 2021 at Veterans Memorial Point Park at 10:00 a.m. He encouraged individuals to join them in honoring the memory of those who served the Nation.
- The Department of Public Services (DPS) is busy with various road projects. He stated that the Dequindre Road Project is complete, Hamlin Road is well underway and Butler Road is scheduled to begin tomorrow.
- The City continues to work closely with Ascension and Beaumont Hospitals to obtain daily COVID numbers. He shared that Midwest Strategies continues to keep the City up-to-date with the latest as to adhering to the Michigan Department of Health and Human Services' orders to ensure the City is in compliance.

## ATTORNEY'S REPORT

*City Attorney John Staran had nothing to report.*

## NOMINATIONS/APPOINTMENTS

**2021-0188** Request to Confirm the Mayor's Appointment of Scott Struzik to the Planning Commission for a three (3) year term to expire March 31, 2024

**Attachments:** [052421 Agenda Summary.pdf](#)  
[Struzik CQ.pdf](#)  
[Reece Letter of Resignation.pdf](#)  
[Resolution \(\).pdf](#)

**Vice President Bowyer** stated that she serves on the Planning Commission and knows Scott Struzik well. She noted that he is very involved in his community and will be a great addition to the Planning Commission.

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

**Aye** 6 - Blair, Bowyer, Deel, Hetrick, Mungioli and Walker

**Absent** 1 - Morita

Enactment No: RES0129-2021

**Resolved**, that the Rochester Hills City Council hereby confirms the Mayor's appointment of Scott Struzik to the Planning Commission for a three (3) year term to expire March 31, 2024.

## NEW BUSINESS

**2021-0187** Request for Nonprofit Designation for a Charitable Gaming License from the State of Michigan - Gifts For All God's Children

**Attachments:** [052421 Agenda Summary.pdf](#)  
[GFAGC Overview.pdf](#)  
[Bylaws \(Amended 2020\).pdf](#)  
[Articles of Incorporation Guardian Angel Foundation 1999.pdf](#)  
[Amended Articles of Incorporation 2013.pdf](#)  
[IRS Determination Ltr.pdf](#)  
[Board Members.pdf](#)  
[GFAGC 2020 Impact.pdf](#)  
[Board Approval to Apply for License.pdf](#)  
[Solicitation Registration Exp 013121.pdf](#)  
[Solicitation Registration Exp 013122.pdf](#)  
[06042018 RH Proclamation.pdf](#)  
[Blank Resolution Form.pdf](#)  
[Charitable Gaming License Policy.pdf](#)  
[Resolution \(\).pdf](#)

**Karen McClelland**, Gifts for All God's Children Board Member, stated that recently due to the pandemic the need within their organization has become greater. She noted that they are looking for new ways to raise funds and, therefore, is requesting Council to approve a gaming license. She explained that they intend to hold a Christmas event as well as 50/50 raffles to raise additional funding and will continue to seek new funding opportunities. She explained that funds raised by the events will be used to recruit additional tutors for their growing tutoring program, summer camps and sports camps for children.

**Vice President Bowyer** clarified that they are seeking the gaming license to facilitate 50/50 raffles at their events to raise funding. She expressed her appreciation for the work their organization is doing to help children.

**Mr. Hetrick** concurred with Vice President Bowyer's comments relative to the phenomenal work their organization is doing. He questioned whether the net asset line on their tax returns is a good representation of the organization's fund balance.

**Ms. McClelland** confirmed that the line item for net assets is a good representation of their fund balance. She shared that one of the children they serve started the program as a third grader reading below a first grade level; within four months of working with a tutor, he surpassed the third grade reading level.

**Ms. Mungoli** thanked Gifts for All God's Children for the work they do within the community. She recommended that they retain a good accountant in order to stay in compliance with the State's recording requirements pertaining to the gaming license.

**Ms. McClelland** stated that she will relay the message to the Board.

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

**Aye** 6 - Blair, Bowyer, Deel, Hetrick, Mungoli and Walker

**Absent** 1 - Morita

Enactment No: RES0130-2021

**Resolved**, that the request from Gifts for All God's Children, located at P.O. Box 71017, Rochester Hills, Michigan, Oakland County asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining a charitable gaming license, be considered for approval.

**2021-0191** Request for Authorization of the "On-Site Energy Manager Participation Agreement" with DTE

**Attachments:** [052421 Agenda Summary.pdf](#)  
[Presentation.pdf](#)  
[On-Site Energy Manager Participation Agreement.pdf](#)  
[Resolution \(\).pdf](#)

**Scott Cope**, Building/Ordinance/Facilities Director, introduced two representatives from DTE Energy; **Patrick Ryan**, Supervisor of the Energy Management Program and **Michael Schnoblin**, Account Manager.

He stated that this request is to enter into an agreement with Detroit Edison (DTE) for an on-site energy manager participation agreement. He explained that it is a good time to consider a program such as this when the City has several large upcoming projects to improve facilities with more energy efficient options. He explained that this program will help inform the City as to what equipment is most efficient in saving money. He stated that Attorney Staran has reviewed the agreement and noted that this service is at no cost to the City. He introduced Patrick Ryan, Energy Management Program Supervisor.

**Mr. Ryan** stated that he is a resident of Rochester Hills and has been a manager at DTE Energy for 25 years. He explained that this program is through the energy waste reduction program and funded by a line item cost associated with the overall cost of electricity. He stated that the program would allow the City to have professional engineering services to assist with an energy efficiency program.

He shared the following presentation:

On-Site Energy Manager Pilot

- This program would assign a DTE Energy Manager for a period of six to 24 months to assist with:

- Creating an energy management plan
- Identifying, developing and managing energy projects
- The pilot is best suited for medium to large customers facilities that:
  - are individually metered or sub-metered;
  - have a sum total square footage greater than or equal to 500,000 square feet;
- and
  - are DTE Electric or Gas customers.

Who is an Energy Manager?

- Knowledge Base
  - An Energy Manager is a technical expert who can assist with the identification and implementation of energy efficiency opportunities.
  - Degree in engineering/engineering technology and 3-plus years of experience in energy management.
  - Certified Energy Managers (or in the process) through the Association of Energy Engineers.
  - Familiar with ISO50001, Energy Star Portfolio Manager, DOE Energy Star 50001 Ready, LEED, Lean Manufacturing, Continuous Improvement, Visual Factory, etc., and ability to help Customers implement Energy Management Systems based on these programs.
  - Knowledge of utility Energy Waste Reduction programs.
- Key Skills:
  - Analytical and project management skills (scheduling, estimating, and budgeting).
  - Ability to initiate new ideas and approaches; challenges prevailing practices and approaches with feasible alternatives.
  - Problem-solving skills; ability to identify key energy improvement-related issues and recommend solutions for various situations.
  - Communication skills including the ability to conduct efficacious meetings and lead energy teams.

He introduced **Joe Mansour**, Energy Manager, that would be assigned to the City of Rochester Hills. He stated that Mr. Mansour would designate one to two days a week for the use of his services within the City to assist with energy projects. He explained that facilities personnel would work closely with the project manager to review processes and find opportunities to improve them. He continued with the following presentation:

What can an Energy Manager do?

- Develop and implement energy management program and awareness activities.
- Lead and advise energy teams.
- Provide project management support in implementation of energy related

projects including;

- conducting energy assessments;
  - performing feasibility studies;
  - developing project business cases;
  - promoting DTE EWR programs; and
  - completing DTE EWR applications.
- Assist in driving your organization's energy reduction targets.

#### Strategic Energy Plans

- During the first one to three months of the Energy Manager's assignment, he or she will assist your organization in creating a comprehensive energy management plan through DTE's Strategic Energy Plan Program (if a plan does not already exist).

This includes establishing an:

- Energy Management Handbook - Contains information that governs your program and Energy Team.
- The Energy Manager will also assist you with creating an Energy Management Toolbox that will help manage and track energy data, building performance data, best practice measures and project implementation.
- Energy Management Toolbox - Excel-based spreadsheet that contains several tables:
  - Best practice metrics to track the implementation of operational and maintenance improvements (low to no cost) and energy conservation measures (capital investments)
  - Roadmap tables for each building to track energy use, cost and performance over time as well as energy reduction goals, and energy projects
  - Energy Performance Dashboard to evaluate the progress of your entire fleet of facilities

#### Next Steps

1. Your organization should consider:
  - a. Whether participation in the EM Pilot makes sense for your organization
    - i. Are you ready to starting working with an energy plan?
    - ii. Do you have capital to invest in energy projects?
    - iii. Do you have staff to support the energy manager?
  - b. Hours per week to allocate
2. Review and sign participation agreement
3. DTE will assign your organization an energy manager and will coordinate start dates, work schedules, etc.

He concluded his presentation and noted that he would answer any questions that Council may have.

**President Deel** questioned whether the Roadmap includes a cost-benefit analysis of the upgrades.

**Mr. Ryan** stated that the feasibility study will be conducted to determine what projects could be implemented to provide efficiency. He explained that after the projects are identified, they will advise as to which projects to undertake, determine the savings, solicit bids and create a business case. He stated that

*typically the projects are completed in a year's simple payback method; however, they could conduct it in a tax adjusted rate of return, whichever of the two accounting methods the City of Rochester Hills chooses to use. He noted that DTE adapts to the customer's existing structure.*

**Mr. Blair** asked Mr. Ryan to provide specific examples of municipalities similar to the City of Rochester Hills that participated in this program and how much money DTE has been able to save them.

**Mr. Ryan** stated that they currently report savings rates in kilowatt hours rather than dollars and noted that he does not know what the equivalent dollar would be. He mentioned that they have worked with the Detroit Zoo and have saved thousands of kilowatt hours and noted that it may be equivalent to 10 cents a kilowatt.

**Mr. Blair** questioned whether the engineers have worked with other municipalities in the area.

**Mr. Ryan** responded that they are currently working with Washtenaw County, Wayne State University, University of Michigan, and East Pointe Shores.

**Mr. Blair** stated that the City of Rochester Hills is unique and would be considered uncharted territory for DTE due to its size and make-up.

**Mr. Ryan** concurred and noted that the purpose of this program is to demonstrate to the Michigan Public Service Commission that DTE can provide their customers with savings equal to or above what they would get from having an incentive program at the same cost. He explained that this program is similar to a Master's Thesis in that it will document the cost savings to customers. He noted that they are three months into the program, however, in approximately a year after data is collected, they will be able to provide cost savings analysis in the amount of a dollar versus kilowatt hours.

**Mr. Blair** requested that the program be progressive alongside DTE's efforts to improve services for Rochester Hills' residents and noted that some areas of the City have been underserved. He shared that there have been frequent outages across the City and noted that he wants to ensure that DTE is working to improve the current services rendered to the City residents.

**Mr. Ryan** stated that it is important to DTE to provide quality service. He noted that one of DTE's core principals is to care for customers, employees and anyone who has a role with DTE.

**Vice President Bowyer** expressed her concern for the process in which DTE will select their vendors. She questioned whether DTE will allow the City the option to facilitate the bid process and selection of vendor and if there will be hidden charges to implement the program with a selected vendor.

She further questioned if the analysis that is to be completed will detail the specific items related to energy deficient items such as equipment or lighting throughout the building. She stated that she is not on board with this program.

**Mr. Cope** shared that independent of the agreement with DTE, the City has a Purchasing Ordinance that outlines the process in which they would obtain at least three bids for a project and select the lowest bid to implement the work. He noted that if the project is over a certain dollar amount, the City would then solicit a Request for Proposal (RFP). He confirmed that the City could consider the companies that DTE has relationships with. However, he reiterated that the City will be independently searching for the best product and service at the lowest cost.

**Vice President Bowyer** questioned if DTE would expect the City to use certain vendors recommended by DTE.

**Mr. Ryan** clarified that DTE would provide recommendations, however, the decision to hire a particular vendor would be up to the City to select. He stated that a vendor list is available on the DTE website and noted that DTE does not have a relationship with any specific vendor. He explained that DTE would not charge a fee for vendor recruitment, sell a product to the City or manage the project. He clarified that DTE is only going to provide an engineering analysis of any project that the City is interested in implementing to provide an unbiased evaluation of the engineering merit at no cost. He further explained that residential and commercial customers have a fee built in within their monthly bill that pays for waste reduction incentives each year and noted that it adds up to approximately \$130 million a year. He stated that DTE is using a portion of those fees to facilitate the Pilot Energy Waste Reduction Program to demonstrate they can provide as much or more savings to the customers as a requirement of the Michigan Public Service Commission and Legislation.

**Mr. Hetrick** expressed his appreciation for the explanation of how the process goes forward related to the funding for the program. He questioned whether the capital investments related to this program would go through the Capital Improvement Plan (CIP) Process similar to implementing a capital project.

**Mr. Cope** confirmed that the pilot program would go through the Capital Improvement Plan (CIP) Process, unless the dollar value was below the required threshold. He stated that the HVAC replacement project has been approved through the CIP and has budget allocated for such a project.

**Mr. Hetrick** questioned if the HVAC and chillers would be items that DTE would be evaluating.

**Mr. Ryan** stated that they would analyze the equipment itself and how it is controlled. He explained they would use their knowledge of effective control mechanisms to ensure the controls that are being used are most efficient.

**Mr. Hetrick** stated that the pilot program would provide the City with opportunities to improve the operational efficiencies based upon DTE's expertise and recommendations.

**Ms. Mungoli** expressed her concern for the power outages residents have experienced throughout the City. She noted that a letter was sent to all

residents recommending that customers decrease their energy use between the hours of 3:00 p.m. to 7:00 p.m. and noted that it is challenging to do so for those that work from home. She shared that residents have complained about the issues with power outages as some, such as herself, had to purchase a generator to operate their homestead. She questioned the return on investment for the City and what DTE plans to do to help the City's residents as it relates to providing better power service.

**Michael Schnoblin**, DTE Account Manager, stated that DTE is concerned about reliability for its customers and noted that he would like to get specific details and get them to the proper departments in order to answer the important questions from Council and their residents. He reiterated that it is important that the questions and concerns presented tonight are answered and addressed.

**Ms. Mungiola** questioned what the City's obligation will be to implement the recommendations provided by DTE.

**Mr. Ryan** stated that the contract allows for the City to dissolve the contract at any time. He noted that there is no specific dollar amount or dollar savings that the City needs to accomplish. He explained that after a six month time period, DTE would assess whether both parties are gaining anything from the program and decide to move forward with or dissolve the program.

He stated that DTE uses continuous improvement in all of their programs and embed those principals of best manufacturing processes and maximum waste reduction into the entire program. He explained that the facilities and operation staff who participate in the program will learn from the tools provided by DTE. He expressed that DTE desires for their customers to be satisfied with their service and noted one of the ways in doing so is to save money.

**Ms. Mungiola** questioned whether the recommendations need to be implemented within a specific time period or have the option to use a report provided by DTE to implement the recommendations over time. She noted that the City may not have the ability to implement all of the recommendations, but rather implement the recommendations in a phased approach due to budget.

**Mr. Ryan** stated that they would work through those scenarios with the City. He noted that in the past he has mostly worked with the auto industry, where there were long lead times for implementation. He explained that the program manager will report identified and implemented projects on both the operation and energy conservation measure on a regular basis. He further explained that the report will assist in the City in creating a five-year plan to allow for flexibility with budget and implementation.

**Ms. Mungiola** inquired about the qualifications of Project Manager, Joe Mansour, who would be assigned to the City.

**Mr. Mansour** stated that he would work closely with the City to connect them with potential rebates and analyze energy efficient options to consider implementing. He shared that he was an electronics technician for several years with the Coast Guard and has worked in plastics, air space and



automotive. He stated that he is well-versed in project management principals and has extensive experience in managing small and large jobs.

**Ms. Mungoli** questioned the time frame in which they expect to start the pilot program.

**Mr. Cope** stated that they will rely on Mr. Ryan and his team to schedule a time frame. He stated that there are a number of items in the budget that will more than likely be identified through the energy savings program. He expressed that he is pleased to announce that this program will allow the experts to analyze the facility to offer professional recommendations to increase efficiency as it relates to energy.

**Mayor Barnett** stated that 10 years ago, the City conducted the Clinton Climate Initiative where the building was analyzed to review energy and cost savings options throughout the City Hall building. He clarified that by participating in this program, the City is not bound to a contract; it will allow the City flexibility to take advantage of this program that is designed to save them money by implementing energy efficient products. He stated that a year from now, there should be enough data to provide a cost savings breakdown in terms of dollars.

Mayor Barnett expressed his concern with the power outage issues that the City of Rochester Hills has experienced in the past. He stated that a representative from DTE hosted a meeting on May 13, 2021 designed to discuss the issues relative to the power outages. He shared that at the meeting, DTE took ownership of the problems and committed to making a continued effort in making an investment in the City's infrastructure in order to provide better service. He reiterated that the City wants to have the best relationship possible with DTE.

**Vice President Bowyer** stated that they have plans for Capital Improvement Plan projects such as solar panels on the Department of Public Services' (DPS) building and charging stations outside of City Hall. She questioned if DTE would be involved in helping them to identify whether or not those projects would be good to move forward with.

**Mr. Ryan** stated that DTE would be able to provide a business case to help them decide whether or not the City would want to move forward. He shared that the energy waste reduction team typically does not get involved in alternative energy generation projects and would not be able to provide the same level of engineering for projects involving alternative energy.

**Mr. Schnoblin** shared that DTE has a charging station program and will provide Mr. Cope with that information.

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

**Aye** 6 - Blair, Bowyer, Deel, Hetrick, Mungoli and Walker

**Absent** 1 - Morita

Enactment No: RES0131-2021

**Resolved**, that the Rochester Hills City Council hereby authorizes the Mayor to enter into the "On-Site Energy Manager Participation Agreement" with DTE to monitor City facilities and assess energy usage and identify energy saving opportunities.

- 2021-0186** Request for Purchase Authorization - FACILITIES: Contract/Blanket Purchase Order for Fire Station #1 Concrete Replacement Project in the amount of \$92,622.30 with a 10% project contingency in the amount of \$9,262.23 for a total not-to-exceed project amount of \$101,884.53; Metropolitan Concrete, Sterling Heights, MI

**Attachments:** [052421 Agenda Summary.pdf](#)  
[Bid Tabulation.pdf](#)  
[Resolution \(\).pdf](#)

**Scott Cope**, Building/Ordinance/Facilities Director, stated that this project is a replacement of the concrete in front of the bays located at Fire Station #1. He noted that the concrete has suffered many cracks and has been repaired several times. He stated that they now have the budget to move forward with the concrete replacement and have received a fair price for the scope of work.

**Mr. Hetrick** questioned how they will operate logistically when the concrete replacement takes place.

**Mr. Cope** stated that the concrete replacement will be done in phases so that the Fire Station will remain operable during construction.

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

**Aye** 6 - Blair, Bowyer, Deel, Hetrick, Mungoli and Walker

**Absent** 1 - Morita

Enactment No: RES0132-2021

**Resolved**, that the Rochester Hills City Council hereby authorizes a contract/blanket purchase order for Fire Station #1 Concrete Replacement Project to Metropolitan Concrete, Sterling Heights, Michigan in the amount of \$92,622.30 with a 10% project contingency in the amount of \$9,262.23 for a total not-to-exceed project amount of \$101,884.53 and further authorizes the Mayor to execute an agreement on behalf of the City.

- 2021-0185** Request for Purchase Authorization - CITYWIDE: Contract/Blanket Purchase Order for citywide printing services in the total amount not-to-exceed \$106,100.00; Image Printing, Inc., Royal Oak, MI

**Attachments:** [052421 Agenda Summary.pdf](#)  
[Proposal Summary.pdf](#)  
[Resolution \(\).pdf](#)

**Joe Snyder**, Chief Financial Officer, explained that these services are used for printing the City's newsletters, brochures, envelopes, letterhead and business cards. He stated that they have worked with Image Printing in the past and are pleased with their services.

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

**Aye** 6 - Blair, Bowyer, Deel, Hetrick, Mungioli and Walker

**Absent** 1 - Morita

Enactment No: RES0133-2021

**Resolved**, that the Rochester Hills City Council hereby authorizes a contract/blanket purchase order for citywide printing services to Image Printing, Inc., Royal Oak, Michigan in the total amount not-to-exceed \$106,100.00 for a one (1) year term and further authorizes the Mayor to execute a contract on behalf of the City.

**Further Resolved**, that the City's acceptance of the proposal and approval of the award of a contract shall be contingent and conditioned upon the parties' entry into and execution of a written agreement acceptable to the City.

**2021-0184** Request for Purchase Authorization - CLERKS: Purchase and installation of an automated media storage and retrieval system in the amount of \$37,244.42; Kardex Remstar, Westbrook, MN

**Attachments:** [052421 Agenda Summary.pdf](#)  
[Proposal Summary.pdf](#)  
[Resolution \(\).pdf](#)

**Leanne Scott**, City Clerk, stated that this is a request to replace the current master card filing system that is over 35 years old. She stated that the current Kardex file system is used on a daily basis and noted that it has become expensive to maintain and hard to find replacement parts for the unit. She shared that the new unit is vital to keeping voter registration and master card files secure.

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

**Aye** 6 - Blair, Bowyer, Deel, Hetrick, Mungioli and Walker

**Absent** 1 - Morita

Enactment No: RES0134-2021

**Resolved**, that the Rochester Hills City Council hereby authorizes the purchase and installation of an automated media storage and retrieval system to Kardex Remstar, Westbrook, Maine in the amount of \$37,244.42.

**Further Resolved**, that the City's acceptance of the proposal and approval of the award of a contract shall be contingent and conditioned upon the parties' entry into and execution of a written agreement acceptable to the City.

## ANY OTHER BUSINESS

*None.*

## NEXT MEETING DATE

*Regular Meeting - Monday, June 7, 2021 - 7:00 p.m.*

**ADJOURNMENT**

*There being no further business before Council, it was moved by Mungioli and seconded by Hetrick to adjourn the meeting at 8:46 p.m.*

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*RYAN DEEL, President  
Rochester Hills City Council*

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*LEANNE SCOTT, MMC, Clerk  
City of Rochester Hills*

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*SHEILA BROWN  
Administrative Coordinator  
City Clerk's Office*

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