



Rochester Hills

Minutes - Draft

City Council Regular Meeting

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

*Susan M. Bowyer Ph.D., Kevin S. Brown, Dale A. Hetrick, James Kubicina,
Stephanie Morita, Mark A. Tisdell and Thomas W. Wiggins*

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."*

Monday, September 25, 2017

7:00 PM

1000 Rochester Hills Drive

CALL TO ORDER

*President Tisdell called the Regular Rochester Hills City Council Meeting to order at
7:01 p.m. Michigan Time.*

ROLL CALL

Present 7 - Susan M. Bowyer, Kevin S. Brown, Dale Hetrick, James Kubicina, Stephanie
Morita, Mark A. Tisdell and Thomas W. Wiggins

Others Present:

*Tina Barton, City Clerk
Alan Buckenmeyer, Parks Operations Manager
Sean Canto, Chief of Fire and Emergency Services
Paul Davis, City Engineer/Deputy Director of DPS
Pamela Gordon, Director of Human Resources
Bob Grace, Director of MIS
Captain Michael Johnson, Oakland County Sheriff's Office
Gerry Lee, Forestry Operations Manager
Pat McKay, Supervisor of Interpretive Services
Sara Roediger, Director of Planning and Economic Development
Joe Snyder, Chief Financial Officer
John Staran, City Attorney
Laurie Taylor, Acting Director of Assessing
Natalie Vaglia, Rochester Hills Government Youth Council Representative
Kelly Winters, Deputy Director of Building/Ordinance Compliance*

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

**A motion was made by Morita, seconded by Brown, that the Agenda be Approved as
Amended to move Legislative File 2017-0412 Legislative Update by Senator Marty
Knollenberg to follow Legislative and Administrative Comments. The motion carried
by the following vote:**

Aye 7 - Bowyer, Brown, Hetrick, Kubicina, Morita, Tisdel and Wiggins

COUNCIL AND YOUTH COMMITTEE REPORTS

Rochester Hills Government Youth Council (RHGYC):

President Tisdel introduced **Natalie Vaglia**, RHGYC Representative, and noted that she is in her second year on the RHGYC. He stated that she plays lacrosse, and is on the Adams High School Student Council, a member of the DECA Business Club, National Honor Society, and Youth in Government. He commented that she is also a caddie at Oakland Hills Country Club.

Ms. Vaglia reported that the RHGYC held its first meeting at Fire Station #1 on September 16, 2017. RHGYC members manned a water station for the Brookside Way yesterday. She noted that the RHGYC is kicking off their fund raising for their annual 5K Run/Walk by participating in Carson's Community Days November 8, 2017 through November 11, 2017.

Rochester Avon Recreation Authority (RARA):

Mr. Kubicina reported that RARA will hold its 2017 Boo Bash on October 20, 2017, from 5:30 to 8:00 p.m. The Bash will include a best-dressed contest, pumpkin carving, cider and donuts. Tickets are \$5.00 in advance, and \$7.00 at the door. Participants will receive a discount if they bring in healthy-type canned goods to be donated to Gleaners.

PUBLIC COMMENT for Items not on the Agenda

Lee Zendel, 1575 Dutton Road, stated that in his travels during his trash pickup day he notes that there are always a few empty trash carts laying on the ground. He noted that after submitting a Freedom of Information Act Request for the trash hauler contract, he noted that a section covering cart care and replacement mandates that all carts shall be returned to an upright position with lids replaced. He stated that the City's contract liaison should contact the hauler to remind them that they must conform to the contract.

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.

2017-0426 Approval of Minutes - City Council Regular Meeting - September 11, 2017

Attachments: [CC Min 091117.pdf](#)
[Resolution \(Draft\).pdf](#)

This Matter was Adopted by Resolution on the Consent Agenda.

Enactment No: RES0281-2017

Resolved, that the Minutes of a Rochester Hills City Council Regular Meeting held on September 11, 2017 be approved as presented.

2017-0398 Request for Acceptance of the Watermain Easement granted by 1460 Walton Boulevard, LLC, a Michigan limited liability company, for Andover Woods

Attachments: [092517 Agenda Summary.pdf](#)
[Watermain Easement.pdf](#)
[Resolution \(Draft\).pdf](#)

This Matter was Adopted by Resolution on the Consent Agenda.

Enactment No: RES0282-2017

Resolved, that the Rochester Hills City Council, on behalf of the City of Rochester Hills, hereby accepts the watermain easement from 1460 Walton Boulevard, LLC, a Michigan limited liability company, whose address is 2617 Beacon Hill Drive, Auburn Hills, Michigan 48326, for the construction, operation, maintenance, repair and/or replacement of watermain, over, on, under, through and across land more particularly described as Parcel No. 15-09-476-035, for Andover Woods.

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

2017-0400 Request for Acceptance of the Watermain Easement granted by 1460 Walton Boulevard, LLC, a Michigan limited liability company, for Andover Woods

Attachments: [092517 Agenda Summary.pdf](#)
[Watermain Easement.pdf](#)
[Resolution \(Draft\).pdf](#)

This Matter was Adopted by Resolution on the Consent Agenda.

Enactment No: RES0283-2017

Resolved, that the Rochester Hills City Council, on behalf of the City of Rochester Hills, hereby accepts the watermain easement from 1460 Walton Boulevard, LLC, a Michigan limited liability company, whose address is 2617 Beacon Hill Drive, Auburn Hills, Michigan 48326, for the construction, operation, maintenance, repair and/or replacement of watermain, over, on, under, through and across land more particularly described as Parcel No. 15-09-451-002, for Andover Woods.

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

2017-0401 Request for Acceptance of the Watermain Easement granted by 1460 Walton Boulevard, LLC, a Michigan limited liability company, for Andover Woods

Attachments: [092517 Agenda Summary.pdf](#)
[Watermain Easement.pdf](#)
[Resolution \(Draft\).pdf](#)

This Matter was Adopted by Resolution on the Consent Agenda.

Enactment No: RES0284-2017

Resolved, that the Rochester Hills City Council, on behalf of the City of Rochester Hills, hereby accepts the watermain easement from 1460 Walton Boulevard, LLC, a Michigan

limited liability company, whose address is 2617 Beacon Hill Drive, Auburn Hills, Michigan 48326, for the construction, operation, maintenance, repair and/or replacement of watermain, over, on, under, through and across land more particularly described as Parcel No. 15-09-401-011, for Andover Woods.

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

2017-0396 Request for Acceptance of the Sanitary Sewer Easement granted by 1460 Walton Boulevard, LLC, a Michigan limited liability company, for Andover Woods

Attachments: [092517 Agenda Summary.pdf](#)
[Sanitary Sewer Easement.pdf](#)
[Resolution \(Draft\).pdf](#)

This Matter was Adopted by Resolution on the Consent Agenda.

Enactment No: RES0285-2017

Resolved, that the Rochester Hills City Council, on behalf of the City of Rochester Hills, hereby accepts the sanitary sewer easement from 1460 Walton Boulevard, LLC, a Michigan limited liability company, whose address is 2617 Beacon Hill Drive, Auburn Hills, Michigan 48326, for the construction, operation, maintenance, repair and/or replacement of a sanitary sewer main, over, on, under, through and across land more particularly described as for Parcel No. 15-09-451-002, for Andover Woods.

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

2017-0397 Request for Acceptance of the Sanitary Sewer Easement granted by 1460 Walton Boulevard, LLC, a Michigan limited liability company, for Andover Woods

Attachments: [092517 Agenda Summary.pdf](#)
[Sanitary Sewer Easement.pdf](#)
[Resolution \(Draft\).pdf](#)

This Matter was Adopted by Resolution on the Consent Agenda.

Enactment No: RES0286-2017

Resolved, that the Rochester Hills City Council, on behalf of the City of Rochester Hills, hereby accepts the sanitary sewer easement from 1460 Walton Boulevard, LLC, a Michigan limited liability company, whose address is 2617 Beacon Hill Drive, Auburn Hills, Michigan 48326, for the construction, operation, maintenance, repair and/or replacement of a sanitary sewer main, over, on, under, through and across land more particularly described as Parcel No. 15-09-401-011, for Andover Woods.

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

2017-0402 Request for Acceptance of the Sanitary Sewer Easement granted by 1460 Walton Boulevard, LLC, a Michigan limited liability company, for Andover Woods

Attachments: [092517 Agenda Summary.pdf](#)
[Sanitary Sewer Easement.pdf](#)
[Resolution \(Draft\).pdf](#)

This Matter was Adopted by Resolution on the Consent Agenda.

Enactment No: RES0287-2017

Resolved, that the Rochester Hills City Council, on behalf of the City of Rochester Hills, hereby accepts the sanitary sewer easement from 1460 Walton Boulevard, LLC, a Michigan limited liability company, whose address is 2617 Beacon Hill Drive, Auburn Hills, Michigan 48326, for the construction, operation, maintenance, repair and/or replacement of a sanitary sewer main, over, on, under, through and across land more particularly described as for Parcel No. 15-09-476-035, for Andover Woods.

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

- 2017-0399** Request for Acceptance of the Easement Agreement for Maintenance and Repair of Private Roads between the City of Rochester Hills and Andover Woods Development, LLC, a Michigan limited liability company, for Andover Woods

Attachments: [092517 Agenda Summary.pdf](#)
[Priv Road Maint Agreement.pdf](#)
[Resolution \(Draft\).pdf](#)

This Matter was Adopted by Resolution on the Consent Agenda.

Enactment No: RES0288-2017

Resolved, that the Rochester Hills City Council, on behalf of the City of Rochester Hills, hereby accepts the easement agreement for Maintenance and Repair of Private Roads, for ingress and egress for public and emergency vehicles and for the performance of public and emergency services over the internal, undedicated roads and/or driveways being used in common for vehicular travel, granted by Andover Woods Development, LLC, a Michigan limited liability company, whose address is 2617 Beacon Hill Drive, Auburn Hills, Michigan 48326, for Parcel Nos. 15-09-451-002, 15-09-401-011, and 15-09-476-035, for Andover Woods.

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

- 2017-0404** Request for Acceptance of the Storm Sewer Maintenance Agreement between the City of Rochester Hills and Andover Woods Development, LLC, a Michigan limited liability company, for Andover Woods

Attachments: [092517 Agenda Summary.pdf](#)
[Storm Sys Maint Agreement.pdf](#)
[Resolution \(Draft\).pdf](#)

This Matter was Adopted by Resolution on the Consent Agenda.

Enactment No: RES0289-2017

Resolved, that the Rochester Hills City Council hereby approves the storm sewer system maintenance agreement, relative to the details of the development and use, repair and maintenance of the storm sewer system from Andover Woods Development, LLC, a Michigan limited liability company, whose address is 2617 Beacon Hill Drive, Auburn Hills, Michigan 48326, for Parcel Nos. 15-09-451-002, 15-09-401-011, and 15-09-476-035, for Andover Woods.

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

Passed the Consent Agenda

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

Aye 7 - Bowyer, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

The following Consent Agenda Item was discussed and adopted by separate motion.

2017-0424 Request for Approval to Add Delinquent Charges to the 2017 Winter Tax Roll

Attachments: [092517 Agenda Summary.pdf](#)
[Resolution \(Draft\).pdf](#)

Vice President Morita questioned when the City shuts off water service to delinquent accounts.

Joe Snyder, Chief Financial Officer, responded that the City does not shut water service off. He commented that it is a policy decision to place the delinquent charges onto the tax roll instead of shutting service off.

Vice President Morita noted that at least one property owner owes \$10,000, and another owes \$8,000. She stated that the City is responsible for remitting those monies to the Great Lakes Water Authority.

Mr. Snyder explained that delinquent charges are turned over to Oakland County, who then reimburses the City and begins collection proceedings against the homeowner. He noted that the City receives those monies in March of the following year.

Vice President Morita noted that if a property goes up for tax sale and sells for less than the amount owed the City, the City receives a charge-back from Oakland County for the difference. She questioned what amount of risk that the City should take on a property if it does not turn off the water service. She commented that it is not fair for the rest of the citizens to carry a property owner for \$8,000 to \$10,000 without at least completing an analysis as to the risk. She stated that Council should look toward a policy change as to when to turn off the water. She pointed out that one home in her subdivision has gone into foreclosure multiple times and keeps selling for less than what is owed. She commented that perhaps the City should not pay for trash pickup if the bill is not being paid.

President Tisdell commented that he has had a conversation with Mr. Snyder regarding sending this concern to the Water and Sewer Technical Review Committee (WSTRC). He stated that if the City is to establish recommended guidelines, the WSTRC should recommend policies as to the City's appetite for risk relative to property values. He mentioned that there is a public relations aspect to consider as well. He suggested that a WSTRC meeting be called to review this

item and perhaps establish a more formal policy. He noted that it is also advisable that the Public Safety and Infrastructure Technical Review Committee (PSITRC) could also take up the topic.

Dr. Bowyer questioned whether the same customers are going delinquent each year by these large amounts.

President Tisdell noted that the City has a billing system that triggers when water and sewer charges are outside normal ranges. A door tag is hung and a letter sent by US Mail.

Dr. Bowyer commented that while she does not want to turn off anyone's water, these bills cannot continue to go delinquent if a customer has these charges every year.

President Tisdell suggested that this be taken to a resident-driven committee for the development of a more formalized policy. He concurred that it is not fair to the taxpayers.

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

Aye 7 - Bowyer, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0290-2017

Resolved, that the Rochester Hills City Council approves the following delinquent charges, as certified by the City of Rochester Hills Treasurer, to be made a part of the 2017 Winter Tax Roll; and

Further Resolved, the City Assessor be and is hereby authorized to spread said amount on the 2017 Winter Tax Roll

Roll/Fund	Total	Ordinance
Delinquent W/S Charges Water/Sewer Fund	\$996,058.82	Ch. 102-92.(b)
Delinquent Weed Control General Fund	\$9,753.82	Ch. 84-17.(c).(5)
Delinquent SAD Local Street Fund	\$4,604.30	Ch. 90-114.(b)
Delinquent Costs Incurred Temporary Safeguards General Fund	\$942.20	Ch. 90-30.(d)
Delinquent False Alarms Special Police Fund	\$10,686.25	Ch. 42-65.(f)(2)
Delinquent Solid Waste Collection Republic Waste Services	\$246,956.43	Ch. 86-103.(4) and .(5)

LEGISLATIVE & ADMINISTRATIVE COMMENTS

President Tisdell addressed public comment regarding the trash hauler, noting that this issue will be brought to the attention of Bob White, Supervisor of Ordinance Services. He noted that these concerns have been raised before.

Vice President Morita announced that the Rochester Rattlers 05 Hockey Team, who skate out of the Onyx, won the Fall Yeti Showcase in Bay City. She noted that her son is on the team, and she commented that the players worked hard and played some tough teams.

Dr. Bowyer commented that she concurred that many trash bins are not set up straight. She stated that the drivers need to figure out how to set the trash cans down properly.

She reported that she, Mr. Hetrick, and Maria Willett, Special Assistant to the Mayor, attended the Michigan Municipal League Conference in Holland, Michigan last week. She mentioned that Holland has its own electrical facility that powers the entire city, and conference attendees were able to take a tour. She commented that Mayor Barnett gave a great presentation on how to make State of the City talks exciting. She noted that she and Ms. Willett participated in the Women in Municipal Government group. She reported that a conference presentation discussed Placemaking, and noted that the City of Hudsonville was recognized for building a Terra Square. She stated that she and Mr. Hetrick discussed that the Auburn Road Corridor could be submitted for recognition as well.

She announced that she completed the Brooksie Way 5K this past weekend; and resident Ryan Smith, in attendance, completed the half-marathon.

She noted the following upcoming events.

- Neighborhood House Scare Away Hunger 5K is set for October 22, 2017.
- Run the Fairway 5K at Pine Trace Golf Club is set for November 11, 2017.
- Upcoming Outdoor Engagement activities include:
 - * The Hoot and Howl Hayride is sold out. Another day may be added.
 - * For the Birds was cancelled due to lack of interest.
 - * Hills Hikers, held every Wednesday in September and October, continues to attract attention.
 - * Learning to Coexist with Wild Neighbors is set for November 7, 2017.

She noted that John R north of Auburn Road will be closed from September 30 through October 1 for road construction.

Mr. Brown reported on his travels to China for work, noting the differences traveling in a foreign country in traffic and transportation, food, and water. He commented that traveling the globe makes him appreciate home.

Mr. Hetrick reported that he completed the Brooksie Way 5K and enjoyed the fun, safe and exciting event.

He announced that the Southeast Michigan Council of Governments will solicit community input on its Regional Transportation Program during two sessions tomorrow at 1:00 p.m. and 6:00 p.m. at the Oakland County Executive Offices.

He noted that he had the opportunity to attend the Michigan Asian Pacific

American Affairs Commission meeting last week. He explained that the organization was commissioned by Governor Rick Snyder relating to the importance of engagement of these communities with local government. He stated that he would love to speak to this group about engaging their involvement with Rochester Hills.

He commented that Holland's utility authority is amazing and innovative. He mentioned that heat waste from the electric generating process is used to heat the streets of Holland in the wintertime.

He concurred with the idea of making the Brooklands commercial corridor a placemaking item.

Mr. Kubicina noted that he flew back into Flint yesterday at 10:00 a.m. and took an Uber home. The Uber driver encountered the Brooksie Way, and he had to walk the last portion of his trip home with his luggage.

City Clerk Tina Barton reported that the deadline to vote in the November 7 General Election is Tuesday, October 10, 2017. She noted that contested races appearing on the ballot include Council At-Large and District 4, along with an Avondale School Millage. She stated that voters will see new election equipment this year; and ballots will look different on an 8-1/2 inch-by-11 inch piece of paper, with rectangles on the left side instead of ovals on the right as in previous ballots. She noted that the Clerk's Office will hold an open house in October to allow voters to see the new equipment.

She announced that the League of Women Voters will host a Candidate's Forum on October 5, 2017, at 7:00 p.m. She stated that attendees can submit questions in advance to the candidates.

PRESENTATIONS

2017-0412 Legislative Update presented by State Senator Marty Knollenberg

Attachments: [092517 Agenda Summary.pdf](#)

State Senator Marty Knollenberg was in attendance to give a Legislative Update.

State Senator Knollenberg announced that his office will host a Senior Tribute Lunch and Health Expo on October 2, 2017, from 9:00 a.m. to 2:00 p.m. Attendees will receive a box lunch, and be able to visit 60 vendors who will offer seniors information on useful products and services. The event will focus on health and include a Jazzercise group.

He noted that the City came to him a couple of years ago and asked him for legislation that would allow wider investment of Cemetery Perpetual Care Funds. The bill when proposed was projected to generate an additional \$45,000 to \$60,000 for the City. Since its adoption, the City's gain has been in the range of \$70,000.

He mentioned that he was approached by the City for funding for Innovation Hills, and he noted that he was able to secure an appropriation into the budget of approximately a half million dollars.

He announced that the State's Budget was completed in June, making it seven years in a row of being done early. He mentioned the approved budget amounts, and noted that the State's General Fund has not gone up much in the last decade; however, the General Fund General Purpose has gone up significantly as the State has made the decision to take advantage of Federal matching dollars.

He mentioned State priorities of focus on public safety, cybercrimes, and encouragement of skilled trades. He noted that Rochester Hills will receive 2.2 percent more Stated revenue sharing that last year. He pointed out that school aid will be \$14.6 billion, up \$415 million from last year. He mentioned that school aid has gone up \$2 billion since 2011.

He stated that the current teacher retirement system is underfunded by \$30 billion and has gone up 11,000 percent since 2000. He noted that the proposed changes will only affect future school teachers and will not affect those in the system now. Future teachers will be offered two plans to choose from, including a pension plan or 401K-style plan. He pointed out that the problem was addressed so as not to affect the school teachers in the system today.

He stated that water containment issues were brought to his attention, and he noted that he has been working on drafting legislation over the summer to create a statute to address these concerns.

President Tisdell *commented that the City has been paying for management of the stormwater system out of a draw from General Fund, and suggested that some enabling legislation be enacted at the State level that would allow the City to set up a utility district for surface water runoff management. He expressed his appreciation for State Senator Knollenberg's assistance on this topic.*

State Senator Knollenberg *pointed out that the current State Budget includes \$231 million more to address roads, with an additional \$130 million to address the Local Street System as well. He noted that \$35 million in additional funding was allocated for infrastructure below the surface. He mentioned that the I-75 project is part of the plan for stormwater management, and will create a system to help hold stormwater and disperse it in a more manageable way.*

President Tisdell *noted that he and City Clerk Tina Barton serve on the Cemetery Perpetual Care Trust Board, and stated that former Finance Director Keith Sawdon spoke very highly of State Senator Knollenberg's efforts to expand choices for the Fund.*

Dr. Bowyer *questioned what progress was made on Historic Districts and E-Cigarette legislation that had been proposed last year.*

State Senator Knollenberg *responded that as the new legislative cycle began*

on January 1, those bills introduced last year did not continue. He commented that the legislation did not have the support to continue on. He noted that he had not seen legislation on E-Cigarettes reintroduced this year.

Mr. Hetrick questioned when proposed legislation for the stormwater utility might be on the Senate floor for debate.

State Senator Knollenberg responded that the draft is still being worked on with the Michigan Municipal League (MML) and the Southeast Michigan Council of Governments (SEMCOG). He stated that he expects a draft to be complete in the next couple of weeks, and noted that it will be difficult to predict when the bill will reach the full Senate floor. He stressed that there is bipartisan support for the legislation and he is confident that it will be done.

Mr. Kubicina commented that he would like to see the support for Innovation Hills continue.

Presented.

ATTORNEY'S REPORT

City Attorney John Staran had nothing to report.

NEW BUSINESS

2017-0347 Approval of the Fiscal Year 2018 Rochester Avon Recreation Authority Budget

Attachments: [092517 Agenda Summary.pdf](#)
[091117 Agenda Summary.pdf](#)
[Public Hearing Notice.pdf](#)
[082117 Budget Presentation Schedule.pdf](#)
[RARA Budget 2018 \[Budget Package\].pdf](#)
[RARA Budget 2018 \[Technical Appendix\].pdf](#)
[Suppl RARA Presentation.pdf](#)
[081417 Agenda Summary.pdf](#)
[081417 Resolution.pdf](#)
[Resolution \(Draft\).pdf](#)

Joe Snyder, Chief Financial Officer, noted that Rochester Avon Recreation Authority (RARA) Executive Director Ron Jewell was attending the City of Rochester's meeting to present the RARA Budget this evening. He stated that Council is requested to approve the 2018 RARA Budget and noted that this is the first time the budgets have been broken apart from the City's. He stated that Council is requested to approve both the RARA and the Older Persons' Commission (OPC) budget per their interlocal agreements.

President Tisdell pointed out that the requested approval is for RARA's proposed expenditure budget of approximately \$2.8 million.

Mr. Brown pointed out that while Council's consideration and vote on these next few items on the agenda may seem quick, they are the culmination of several discussions including the presentation of the Budget and Budget Workshop in

August, and the Public Hearing a couple of weeks ago. He stated that this is the third time Council has seen the budget items and it comes to Council now after in-depth review with questions answered and adjustments made. He expressed appreciation to Mr. Snyder for his support.

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

Aye 7 - Bowyer, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0291-2017

Whereas, at its August 14, 2017 meeting City Council acknowledged receipt of the Proposed Fiscal Year 2018 RARA Budget Plan and set a Public Hearing to be held September 11, 2017 at 7:00 p.m. to solicit comments on the proposed RARA budget plan from the public; and

Whereas, at its September 11, 2017 meeting City Council held said Public Hearing on the proposed RARA budget plan; and

Resolved, that the Rochester Hills City Council hereby approves the Rochester Avon Recreation Authority Budget for Fiscal Year 2018 in the amount of \$2,818,710.

2017-0348 Approval of the Fiscal Year 2018 Older Persons' Commission Budget

Attachments: [092517 Agenda Summary.pdf](#)
[091117 Agenda Summary.pdf](#)
[Public Hearing Notice.pdf](#)
[082117 Budget Presentation Schedule.pdf](#)
[OPC Budget 2018 \[Budget Package\].pdf](#)
[OPC Budget 2018 \[Technical Appendix\].pdf](#)
[Suppl OPC.pdf](#)
[081417 Agenda Summary.pdf](#)
[081417 Resolution.pdf](#)
[Resolution \(Draft\).pdf](#)

Renee Cortright, Executive Director of the Older Persons' Commission (OPC), stated that she was in attendance to request Council's approval of the OPC Budget of \$4,231,200.

Vice President Morita expressed her appreciation to Ms. Cortright for her service to the OPC and the community. She stated that the OPC is a multi-faceted facility with numerous levels of care to the area's seniors. She commented that Ms. Cortright has a great passion for the job, and everyone should know what a jewel she is to the community.

After the vote, **Ms. Cortright** announced that the OPC will host a 50+ Senior Expo next Wednesday, October 4, 2017, from 9:00 a.m. to 3:00 p.m. The event will feature pickleball and art demonstrations, and provide information to attendees on finances, home care, independent and assisted living, and feature presentations and health screenings. She noted that the event is open to the public.

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, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0292-2017

Whereas, at its August 14, 2017 meeting City Council acknowledged receipt of the Proposed Fiscal Year 2018 OPC Budget Plan and set a Public Hearing to be held September 11, 2017 at 7:00 p.m. to solicit comments on the proposed OPC budget plan from the public; and

Whereas, at its September 11, 2017 meeting City Council held said Public Hearing on the proposed OPC budget plan; and

Resolved, that the Rochester Hills City Council hereby approves the Older Persons' Commission Budget for Fiscal Year 2018 in the amount of \$4,231,200.

2017-0346 Adoption of the Fiscal Year 2018 Budget

Attachments: [092517 Agenda Summary.pdf](#)
[091117 Agenda Summary.pdf](#)
[Public Hearing Notice.pdf](#)
[082117 Agenda Summary.pdf](#)
[082117 Budget Presentation Schedule.pdf](#)
[Suppl Budget Overview Presentation.pdf](#)
[081417 Agenda Summary.pdf](#)
[081417 Resolution.pdf](#)
[Resolution \(Draft\).pdf](#)

Joe Snyder, Chief Financial Officer, stated that Council is requested to adopt the 2018 Proposed Budget. He explained that the budget process began early in April after the financial audit was completed, and included feedback from Council's Strategic Planning and Policy Review Technical Review Committee who provided the 2018 Goals and Objectives. Input was received from the Public Safety and Infrastructure Technical Review Committee, the Capital Improvement Plan, the Seven-Year Financial Forecast, the Mayor and the City's Directors. The budget was formulated in meetings over the summer. The Proposed Budget maintains the City's financial stability into the future and enhances the quality of life for the City's residents and guests.

He noted that the Proposed Budget was presented to Council on August 14, and a workshop was held on August 21, encompassing almost six hours of discussion and debate. A straw poll process included Council's consensus to draw funds from the Cemetery Perpetual Care Trust Fund to construct Cemetery Maintenance Barn, and draw a portion of funding for Local Street Fund activities from the Local Street Fund Balance. He pointed out that both redirections of funding in the Proposed Budget were made with the goal of preserving funding in General Fund Fund Balance.

He stated that a Public Hearing was held two weeks ago to allow for additional public comments, and at that meeting on September 11, 2017, the millage rates were adopted to fund the 2018 Proposed Budget. He explained that the final step tonight is to request Council adopt the 2018 Proposed Budget.

He expressed his appreciation to Council for their attention, questions, feedback and vision throughout the process. He stated that it is his strong belief that the budget document is one that all can be proud of and will position the City well into the future.

***President Tisdell** expressed his appreciation for Mr. Snyder's efforts and for the time, effort and patience of all Department Directors. He commented that Council's unanimous votes occur because there is much work going on behind the scenes to answer questions and make changes to address what Council deems is necessary.*

***Mr. Hetrick** stated that everyone is committed to the same end goal of providing service to the City's residents and guests. He noted that it is worth the time and effort that the teams put in to assure what is being done is in the best interests of Rochester Hills.*

***Mr. Wiggins** expressed his thanks to Mr. Snyder and all of the departments. He commented that efforts need to continue next year with guidelines for Fund Balance going forward.*

***President Tisdell** stated that this topic should go through the Strategic Planning and Policy Review Technical Review Committee as they produce a great document every year.*

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, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0293-2017

Whereas, in accordance with the provisions of Public Act 2 of 1968, Public Act 621 of 1978, the Uniform Budgeting and Accounting Act for Local Government, the Special Appropriations Act pursuant to PA 493 of 2000, and Section III of the Charter for the City of Rochester Hills, the Mayor as the Chief Executive Officer prepared the proposed budget for the ensuing year and submitted it to the Council at its first meeting in August; and

Whereas, at its August 14, 2017 meeting City Council acknowledged receipt from the Mayor of the Proposed Fiscal Year 2018 Budget Plan and set a Public Hearing to be held September 11, 2017 at 7:00 p.m. to solicit comments on the proposed budget plan from the public; and

Whereas, at its September 11, 2017 meeting City Council held said Public Hearing on the proposed budget plan and the related millage rates to defray the Fiscal Year 2018 proposed budget expenditures; and

Whereas, subsequent to the City Council's review and comments, the Mayor adjusted the original proposed budget; and

Resolved, the following list of funds sets forth the general appropriations for the City and adopts the following City Budgets for Fiscal Year 2018.

Be It Further Resolved, the Mayor is hereby authorized to administratively adjust the operating budget line items up to \$25,000 per event, but in no case may total expenditures

of a particular fund exceed that which is appropriated by the City Council without a budget amendment. Adjustments from capital accounts and fund balances shall be made only by further action of the City Council.

Fund 101 - General Fund	\$23,408,950
Fund 202 - Major Road Fund	7,232,930
Fund 203 - Local Street Fund	9,612,820
Fund 206 - Fire Fund	10,756,280
Fund 207 - Special Police Fund	9,758,090
Fund 213 - RARA Millage Fund	633,790
Fund 214 - Pathway Millage Fund	605,320
Fund 232 - Tree Fund	170,000
Fund 244 - Water Resources Fund	1,357,090
Fund 265 - OPC Millage Fund	1,106,770
Fund 299 - Green Space Millage Fund	286,220
Fund 331 - Drain Debt Fund	206,000
Fund 369 - Older Persons Building Bond Refunding Fund	782,200
Fund 393 - Municipal Building Refunding Bond - 2010 Series Fund	805,020
Fund 402 - Fire Capital Fund	471,000
Fund 403 - Pathway Construction Fund	578,260
Fund 420 - Capital Improvement Fund	64,480
Fund 510 - Sewer Operations	15,776,230
Fund 530 - Water Operations	20,004,080
Fund 593 - Water & Sewer Capital Fund	6,510,590
Fund 595 - Water & Sewer Debt Fund	1,397,780
Fund 631 - Facilities Fund	8,450,710
Fund 636 - MIS Fund	2,249,440
Fund 661 - Fleet Fund	4,297,300
Fund 677 - Insurance Fund	395,000
Fund 736 - Retiree Health Care Trust Fund	179,530
Fund 752 - Cemetery Perpetual Care Trust Fund	250,000
Fund 761 - Green Space Perpetual Care Trust Fund	286,090
Fund 843 - Brownfield Redevelopment Fund	-
Fund 848 - LDFA Fund	1,307,450
Fund 870 - Museum Foundation Trust Fund	10,000
Fund 893 - EDC Fund	950
GRAND TOTAL - ALL FUNDS	\$128,950,370

2017-0423 Request for Approval for the 2017-2018 Police School Liaison Program between the Rochester Community School District, the City of Rochester, Oakland Township, and the City of Rochester Hills

Attachments: [092517 Agenda Summary.pdf](#)
[2017-18 Pol Liaison Calc.pdf](#)
[Resolution \(Draft\).pdf](#)

Joe Snyder, Chief Financial Officer, and Captain Michael Johnson, Oakland County Sheriff's Office (OCSO), were in attendance.

Mr. Snyder noted that the 2018-2018 Police School Liaison Program is similar to prior years, with the Rochester Community Schools, City of Rochester, and Oakland Township joining together with Rochester Hills. He mentioned that

there is a 1.3 percent decrease from last year due to the reduction in OCSO rates for 2017, and a slight change in distribution between the communities per census counts as determined by the schools. He pointed out that the entire cost flows through the Rochester Hills Special Police Budget, and is contained within the 2017 and the newly-adopted 2018 Special Police Budgets. He stated that contributions from the Rochester Community Schools, Rochester and Oakland Township offset these costs.

Mr. Brown questioned whether Avondale Schools has continued to opt-out of the program.

Captain Johnson responded that Avondale opted out 10 or 12 years ago. He mentioned that they did ask to come back into the program; however, with the change in price they decided that they did not want to participate.

Vice President Morita questioned whether Avondale officials have been contacted in the past 12 months.

Captain Johnson responded that the OCSO does not solicit participation, and would be willing to talk to Avondale officials if they are interested.

Vice President Morita requested Mr. Snyder contact Avondale officials. She stated that she sits on the Board for the Avondale Youth Assistance and believes that Avondale could benefit from having a school liaison officer. She suggested that the wheels begin turning to see if they could be encouraged to participate.

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

Aye 7 - Bowyer, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0294-2017

Resolved, that the City of Rochester Hills City Council hereby approves the Police Liaison 2017/2018 (school year) budget in the amount of \$592,428, of which as a participating party, the City of Rochester Hills' contribution is \$281,778 as presented.

Be It Further Resolved, that the Mayor is authorized to execute the documentation on behalf of the City.

2017-0434 Request for Approval to exempt AFSCME and IAFF union, as well as non-union employees from Public Act 152 for benefit plan year 2018

Attachments: [092517 Agenda Summary.pdf](#)
[GBS Exhibits.pdf](#)
[0309-2018 Taxes and Fees Lrg Group 17-356.pdf](#)
[Resolution \(Draft\).pdf](#)

Pamela Gordon, Director of Human Resources, stated that this item relates to mandated employee contributions to health insurance under Public Act 152, and explained that the City has chosen to opt-out of mandating these contributions since 2010. She pointed out that contracts are in force with the City's union groups through December 2018, and the City plans to continue to offer a City-funded high deductible medical plan. She mentioned that employees have

the option to buy up to an enhanced plan. She explained that the gross cost will increase by 9.5 percent in 2018, with a net contribution cost increasing by 7.5 percent. She mentioned a tax under the Affordable Care Act (ACA) that will be in force for 2018, and an excise tax will go into effect for 2020. She mentioned that with the current plan cost trend, the City should avoid the excise tax based on its core plan.

She stated that the City recognizes that it must identify a cost-effective way to manage city dollars, and strives to find a balance between cost and benefit. She noted that a compensation and benefits committee will be formed in 2018 and labor and management cooperation will be the key. She requested Council's support to authorize the City to continue to opt-out under PA 152.

President Tisdell noted that the City's premium increases are still below market trends.

Ms. Gordon responded that the market trend is a 7.3 percent increase and the City's increase is approximately 6.3 percent.

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

Aye 7 - Bowyer, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0295-2017

Whereas, Public Act 152 mandates specified health care premium contributions by City employees unless the governing body elects to exempt employees by a two-thirds majority vote,

Whereas, City medical plan contributions are specified in labor agreements between the City and AFSCME locals 2491, 1917.28 and IAFF local 3472 in effect through December 31, 2018.

Whereas, the City administration intends to maintain the same health care strategy for the City's non-union employees in 2018,

Resolved, the City of Rochester Hills shall be exempt from the requirements of Public Act 152 of 2011 for the 2018 plan year.

2017-0431

Request for Approval of the Cost Participation Agreement between the City of Rochester Hills and the Road Commission for Oakland County (RCOC) for preliminary engineering provided by Hubbell, Roth and Clark, Inc., in the estimated amount of \$286,580 for Hamlin Road Rehabilitation Project (West City limits to 500 feet East of Adams)

Attachments: [092517 Agenda Summary.pdf](#)
[Hamlin Rd Rehabilitation Agreement RCOC.pdf](#)
[Resolution \(Draft\).pdf](#)

Paul Davis, City Engineer/Deputy Director of DPS, stated that the proposed rehabilitation is for a portion of Hamlin Road that the City currently does not have jurisdiction over. He noted that it is currently under the jurisdiction of the Road Commission for Oakland County (RCOC) and the City approached the RCOC to request having the road improved. He noted that the City's contribution would

be 50 percent of the project cost. He explained that the City requested a proposal from one of the City's five quality-based design engineers for rehabilitation of this approximately one-mile stretch of roadway. Once rehabilitated, the road would be transferred to the City and would be an Act 51 roadway. He commented that this project has been in the works for a long time and was expected to happen many years ago. He mentioned that with the relocation of Adams Road and the reconstruction of the freeway interchange, the RCOC no longer needs to keep ownership of this stretch any longer.

President Tisdell stated that he had a conversation with Allan Schneck, Director of DPS/Engineering, and learned that transfer of jurisdiction to the City has a number of benefits. The City would not have to seek a permit for work on the stretch and has direct ability to approve driveway permits. Furthermore, the transfer would result in no requirement for a partner for any grants along this stretch.

Vice President Morita questioned whether the City would have jurisdiction over the light at the turnaround to the east of Adams.

Mr. Davis responded that the light at Adams is still under the jurisdiction of the RCOC as Adams is still owned by RCOC. The light at the turnaround is already owned by the City, and the City contracts with the RCOC to maintain the signals.

Mr. Brown questioned whether the City has an idea of what Act 51 funds would be reallocated from the County to the City and what the long-term budget impact of ownership would mean.

Mr. Davis stated that he consulted Mr. Snyder and noted that the City would not recoup its costs for some time.

Joe Snyder, Chief Financial Officer, stated that it would be a benefit on the operating side, with snowplowing costs far offset by Act 51 funds. He commented that where it would become burdensome is 25 years in the future when the roadway would need rehabilitation again. He noted that there are benefits gained by ownership including continuity and grant funding.

Mr. Hetrick commented that the opportunity to take ownership of all of Hamlin Road is ultimately better for the City's residents as the City will have the ability across the entire stretch to maintain the roadway the way it sees fit instead of having to collaborate.

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, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0296-2017

Resolved, that the Rochester Hills City Council hereby approves the Cost Participation Agreement between the City of Rochester Hills and the Road Commission for Oakland County (RCOC) for preliminary engineering services provided by Hubbell, Roth and Clark, Inc., in the estimated amount of \$286,580 for Hamlin Road Rehabilitation Project (West City limits to 500 feet East of Adams).

Further Resolved, that the total cost shall be shared equally between the City of Rochester Hills and the RCOC.

- 2017-0432** Request for Purchase Authorization - ENG: Contract/Blanket Purchase Order for preliminary engineering services for the Hamlin Road Rehabilitation Project in the amount not-to-exceed \$286,580.00 in which 50% of this cost will be reimbursed by the Road Commission for Oakland County (RCOC); Hubbell, Roth and Clark, Inc., Bloomfield Hills, MI

Attachments: [092517 Agenda Summary.pdf](#)
[HRC Eng Proposal 080917.pdf](#)
[Resolution \(Draft\).pdf](#)

Paul Davis, City Engineer/Deputy Director of DPS, stated that when the City was in discussion with the Road Commission for Oakland County (RCOC) regarding the Hamlin Road Rehabilitation Project, it was determined that the RCOC did not feel that they could take the lead on the project. He noted that it is not unheard of for the City to take the lead, and the City volunteered to take lead and move it forward through construction. He pointed out that this means that the City must front the money and the County will reimburse the City. He stated that if awarded this evening, there will be an invoice submitted to the RCOC for its 50 percent share.

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

Aye 7 - Bowyer, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0297-2017

Resolved, that the Rochester Hills City Council hereby authorize a Blanket Purchase Order/Contract for preliminary engineering services in the amount not-to-exceed \$286,580.00, in which 50% of this cost will be reimbursed by the Road Commission for Oakland County (RCOC), to Hubbell, Roth and Clark, Inc., Bloomfield Hills, Michigan and further authorizes the Mayor to execute a contract on behalf of the City.

- 2017-0103** Request for Purchase Authorization - ENG: Increase to the Blanket Purchase Order for construction engineering services for the 2017 Pathway Program in the amount of \$15,000.00 for a new not-to-exceed amount of \$66,250.00; Anderson, Eckstein and Westrick, Inc., Shelby Township, MI

Attachments: [092517 Agenda Summary.pdf](#)
[AEW Letter Additional Services 091417.pdf](#)
[031317 Agenda Summary.pdf](#)
[Proposal AEW CE Services Pathway Program.pdf](#)
[031317 Resolution \(Draft\).pdf](#)
[Resolution \(Draft\).pdf](#)

Paul Davis, City Engineer/Deputy Director of DPS, stated the original proposal for the Pathway Project did not include any redesign services. He noted that it was necessary to perform some redesign, and as the contract was a not-to-exceed, the request is to approve an increase. He explained that one resident was uncooperative not wanting the pathway close to his home. Another resident requested curbing. He commented that much is involved in the design, with permit approvals, revised drawings, survey and paperwork. He noted that many times the increase can be absorbed in the project budget; however, it cannot in this

instance. He pointed out that there is money available unused from the construction contingency and no additional funding is requested from Fund Balance.

President Tisdell questioned whether the general consensus is that the redesign and additional curbing is a desirable improvement.

Mr. Davis responded that the property owners greatly wanted it, and he was supportive of the change moving forward.

Mr. Wiggins questioned whether the change impacts only two homeowners.

Mr. Davis responded that the curbing may be taken all the way to Wimberly. He noted that if not approved, Anderson Eckstein and Westrick would not exceed their previously approved amount. He stated that a homeowner objected to the pathway being closer to his home, and stated that the shift was deemed acceptable to the property owners. He explained that it made a project that might be undesirable to some more desirable.

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

Aye 7 - Bowyer, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0298-2017

Resolved, that the Rochester Hills City Council hereby authorizes an increase to the Blanket Purchase Order for construction engineering services for the 2017 Pathway Program to Anderson, Eckstein and Westrick, Inc., Shelby Township, Michigan in the amount of \$15,000.00 for a new not-to-exceed amount of \$66,250.00.

2017-0414 Request for Purchase Authorization - BUILDING/FACILITIES: Increase to Blanket Purchase Order for on-call electrical services in the amount of \$15,000.00 for a new not-to-exceed amount of \$40,000.00 through March 31, 2018; Design & Quality Electric, Inc., Rochester, MI

Attachments: [092517 Agenda Summary.pdf](#)
[Proposal Tabulation.pdf](#)
[Resolution \(Draft\).pdf](#)

Kelly Winters, Deputy Director of Building/Ordinance Compliance, stated that the City has several buildings requiring maintenance and repairs to the electrical system. He noted that an increase of \$15,000 is requested for unexpected repairs to exterior lighting and relocation of service. He explained that funding is included in the repair and maintenance budget for on-call plumbing, sidewalk concrete repair, and HVAC repair that has not been needed.

President Tisdell noted that funds would be shifted from one expenditure to another.

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

Aye 7 - Bowyer, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0299-2017

Resolved, that the Rochester Hills City Council hereby authorizes an increase to the Blanket Purchase Order for on-call electrical services to Design & Quality Electric, Inc., Rochester, Michigan in the amount of \$15,000.00 for a new not-to-exceed amount of \$40,000.00 through March 31, 2018.

- 2017-0433** Request for Purchase Authorization - BUILDING/FACILITIES:
Contract/Blanket Purchase Order for construction management services for the reconstruction and repair of Fire Station #1 solids interceptor and Fire Station #2 oil interceptor in the amount not-to-exceed \$47,530.59; George W. Auch Company, Pontiac, MI

Attachments: [092517 Agenda Summary.pdf](#)
[Auch GMP Proposal.pdf](#)
[Resolution \(Draft\).pdf](#)

Kelly Winters, Deputy Director of Building/Ordinance Compliance, explained that the interceptor drain at Fire Station #1 has corroded and will no longer hold the weight of a fire truck. He noted that the drain was installed in 1989 and takes water from the trucks to the sewer system. He explained that Fire Station #2's French drain was installed when the station was built in 1969, no longer meets the City's standards and is no longer functioning. He stated that if approved, funds will be included in the 3rd Quarter Budget Amendments. He pointed out that Fire Station #1's rear access drive is \$181,000 under budget and no additional funds will be required from Fund Balance.

Vice President Morita questioned whether the other fire stations have been inspected to determine whether any additional problems existed.

Sean Canto, Chief of Fire and Emergency Services, stated that Assistant Chief/Fire Marshal Bill Cooke went out and reviewed Fire Stations #3 and #5 and he would confirm that they are in good shape. He explained that Station #2's issue was encountered as the drain was going into a pea gravel system which is no longer up to code.

Mr. Wiggins questioned whether it might be advantageous to look into completing work on the remaining stations now.

Chief Canto responded that he would check with Assistant Chief Cooke.

President Tisdell noted that he did confirm with Mr. Snyder that funding is still available from door reconstruction activities for the facilities.

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, Brown, Hetrick, Kubicina, Morita, Tisdell and Wiggins

Enactment No: RES0300-2017

Resolved, that the Rochester Hills City Council hereby authorizes a Contract/Blanket Purchase Order for construction management services for the reconstruction and repair of Fire Station #1 solids interceptor and Fire Station #2 oil interceptor in the amount not-to-exceed \$47,530.59 to the George W. Auch Company, Pontiac, Michigan and further authorizes the Mayor to execute a contract on behalf of the City.

ANY OTHER BUSINESS

None.

NEXT MEETING DATE

Regular Meeting - Monday, October 9, 2017 - 7:00 p.m.

ADJOURNMENT

There being no further business before Council, it was Moved by Hetrick Seconded by Morita to adjourn the meeting at 8:41 p.m.

*MARK A. TISDEL, President
Rochester Hills City Council*

*TINA BARTON, MMC, Clerk
City of Rochester Hills*

*MARY JO PACHLA, CMMC
Administrative Secretary
City Clerk's Office*

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