



# 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, Jason Carlock, Ryan Deel, Carol Morlan, Theresa Mungioli,  
Marvie Neubauer 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, July 21, 2025

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 7:03 p.m. Michigan Time.*

#### ROLL CALL

**Present** 7 - David Blair, Jason Carlock, Ryan Deel, Carol Morlan, Theresa Mungioli, Marvie Neubauer and David Walker

#### Others Present:

*Bryan Barnett, Mayor  
Dan Christ, City Attorney  
Jackson Deel, Rochester Hills Government Youth Council  
Ken Elwert, Parks & Natural Resources Director  
Todd Gary, Fire Chief/Emergency Services Director  
Brooke Insana, Human Resources Director  
Chris McLeod, Planning Manager  
Erin Mims, Admin Associate II - Youth Council & Elections  
Nathan Mueller, Chief of Communications  
Leanne Scott, City Clerk  
Leslie Turnbull, Human Resources Manager  
Mike Viazanko, Building/Ordinance/Facilities Director*

#### PLEDGE OF ALLEGIANCE

#### APPROVAL OF AGENDA

**A motion was made by Neubauer, seconded by Carlock, that the Agenda be Approved as Presented. The motion CARRIED by the following vote:**

**Aye** 7 - Blair, Carlock, Deel, Morlan, Mungioli, Neubauer and Walker

#### COUNCIL AND YOUTH COMMITTEE REPORTS

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

**President Deel** introduced RHGYC Representative **Jackson Deel**.

**Mr. Deel** shared that he is a rising junior at Stoney Creek High School and has served on the RHGYC for the past two years. He reported that at their July 2nd meeting, they hosted Josh Atwood, Lapeer City Commissioner, and Mike Womack, Lapeer City Manager, so Lapeer could observe what makes the RHGYC so successful. He announced that they will be running the tie-dye station at the Brooklands Block Party on July 30th from 6:00 to 9:00 p.m., and that the swearing-in ceremony for the new Youth Council members will be held during the City Council meeting on August 11th. He thanked the graduating members of the Youth Council for their tremendous contributions to the City, and noted that the next RHGYC meeting will be on August 6th at 6:00 p.m.

**Rochester/Auburn Hills Community Coalition:**

**Ms. Neubauer** announced that the Coalition hosted their Peace, Love, and Me event at the Van Hoosen Farm yesterday and had a great turnout. She detailed that the event had therapy dogs, a tie-dye station, and massage stations, and they talked to the kids about making good choices when it comes to substances and their mental health. She noted that the Resiliency Center was also there, and thanked everybody who came out and supported the event.

**Public Safety and Infrastructure Technical Review Committee:**

**Mr. Blair** shared that a solicitor came to his house and tried to sell him windows; however, the individual did not have a City-issued permit. He informed the public that the City has policies in place to ensure that someone approaching your house to sell you a product or service has been vetted. He explained the following:

- Solicitors need to have a City-issued permit with their photo on a lanyard around their neck.
- They need to obtain this from the Clerk's Office after passing a background check.
- The permit may not be used by other individuals at the same company, nor can it be obscured from plain sight.
- They can only knock from 8:00 a.m. to 9:00 p.m. and must obey "no soliciting" signage.
- Nonprofits such as boy/girl scout fundraisers, church groups, and political candidates and their supporters are exempted.

He added that if residents encounter any undocumented solicitors, they should contact the Sheriff's Office Non-Emergency Dispatch Center at 248-858-4950 and will be asked to provide a description of the individual, the name of their company, and which direction they were headed.

## PRESENTATIONS

**2025-0313** Presentation regarding the results of the Rochester Hills 2025 Community Survey

**Attachments:** [072125 Agenda Summary.pdf](#)  
[Presentation.pdf](#)

**Nathan Mueller**, Chief of Communications, and **Alyce Basil**, Probolsky Research, were present.

**Mr. Mueller** expressed his excitement to begin a Council meeting with the 2025 Community Survey, sharing that the results, once again, were outstanding. He shared his belief that the results are indicative of the City's standing as the best place to live in Michigan and the ninth best place to live in America. He introduced Ms. Basil, and noted that this is the City's second time using Probolsky for its survey.

**Ms. Basil** stated that when they received the results of the survey, they thought there might be an error because the numbers were so high; however, they triple-checked and found that the data is simply that phenomenal. She explained that using a variety of methods, they invited a random sample of residents to complete the survey, which was available in both English and Spanish. She noted that there is about a five percent margin of error among a sample of 400. She highlighted the following findings:

- Rochester Hills' high rating continues. 94% rated the quality of life as excellent/good, 95% indicated that they are likely to recommend living here to someone else, and 94% were satisfied with services.
- Feelings of safety and satisfaction with police remain high in Rochester Hills. 99% feel safe in their home in the City, and 97% feel safe in the City outside their neighborhood. For comparison, 48% feel safe nationally, and 52% feel safe in Michigan. Satisfaction with the Oakland County Sheriff's Office remains high at 91%, compared to the national average of 69%. Furthermore, 98% are satisfied with Fire, Rescue, and EMS services.
- Satisfaction with road conditions remains consistent. About two thirds are satisfied with the condition of the streets in their neighborhood and of the major roads in Rochester Hills. These figures remain steady, which is not uncommon. In communities where satisfaction with all other services is high, people tend to default to traffic and road conditions as areas of growth. However, only 8% say that roads within Rochester Hills are worse than those outside the City.
- While in line with surrounding areas, traffic congestion remains a concern. 48% are satisfied with traffic flow in Rochester Hills, 61% say they spend ten minutes or less in traffic on Rochester Hills' roads, 64% say traffic in Rochester Hills is better or about the same compared to other cities, and 56% say traffic congestion is a serious challenge facing the City.
- 98% are satisfied with the City's Parks, Trails, and Green Spaces, and 94% who have had an interaction in the last year with a Rochester Hills employee rated that they acted in a professional manner. 74% say that the value they receive in services for the taxes paid is excellent or good, and although this is a low number for the City, there is always a conflict with taxes, and Probolsky tends to see 40 to 65% for this measure in the work they do on a national scale. Lastly, while growth and development management is still a concern, resident satisfaction has improved since 2023.

**Mr. Mueller** announced that the full survey will be on the City's website tomorrow for everyone to view. He stated that one of the questions they asked is what residents best like about living in Rochester Hills, and they asked people to write in their responses. He shared some of the answers, which included the many parks and trails, the beauty, the sense of community and safety, the City government's common sense and competence, the family-oriented nature, and the way it feels like home. He stressed that these answers speak volumes to the work of City Council, the Mayor, and City staff.

**Ms. Mungoli** shared that she enjoyed reading through the 160-page slide deck of data that Mr. Mueller sent her. She referred to slide 158, explaining that it states that 78% were able to find information on the City's website, but the visual makes it appear that 78% said no. She inquired whether the wording could be altered for clarity. She expressed her appreciation for Ms. Basil's work, and her excitement to start using some of the results to help with their CIP and strategic planning to ensure that they are giving residents what they want.

**Ms. Morlan** voiced how wonderful it was to hear the positive results of the study, especially from a decision-maker's perspective. She pointed out that water concerns were noticeably absent because the City has great water and has been diligent in changing out its water apparatus.

**Ms. Neubauer** thanked Ms. Basil for her work, and stated that the survey results are very helpful, especially for the Planning Commission, who is currently working on the Master Plan.

**President Deel** commented that he appreciates how informational the survey is, emphasizing how nice it is to have this data to drive City Council's decisions and ensure that their gut reaction is the same as that of everybody else. He mentioned how heartening it was for him to hear that 94% of Rochester Hills employees acted in a professional manner, as this aligns with his personal experience. He praised the City team for being the best in the business and improving the lives of residents.

**Mayor Barnett** shared that there are a few things that the City does not control but that serve as report cards from the external community, including the financial audit and this survey. He reiterated that the survey results indicate that residents are very happy here. He referred to President Deel's comment about City employees, and explained that not every experience with a city pertains to a positive matter, so it is incredible that 94% felt they were treated professionally. He commended the City's team, colleagues, and Council for their work, residents for their advocacy, and Dr. Basil for her leadership.

**Presented.**

**2025-0305** Presentation of Seven-Year Forecast - Fiscal Year 2026 - 2032 Joe Snyder, CFO, Presenter

**Attachments:** [072125 Agenda Summary.pdf](#)  
[7-Year Financial Forecast.pdf](#)

**Joe Snyder**, Chief Financial Officer, presented the City's Seven-Year Financial

*Forecast for Fiscal Years 2026-2032. He explained that they present a long-term forecast for the following reasons:*

- To better prepare for the future*
- To get ahead of potential issues*
- To be pro-active instead of re-active*
- To assess long-term impacts of decisions and policies*

*He stated that the Forecast has the following disclaimers:*

- The Financial Forecast is not intended to be a budget or policy recommendation to City Council*
- The Financial Forecast is intended to be a projection of the City's Revenues, Expenditures, and Fund Balances based upon an updated set of assumptions*
- Includes updated Governmental Fund Balance Policy*
- Includes FY 2025 Proposed 2nd Quarter Budget Amendments*

*He shared the following revenue assumptions for the Financial Forecast:*

- Taxable value will have an increase of 4.6% next year, 2.75% in 2027, and 2.5% in 2028 and beyond.*
- State-Shared Revenue is tied to the State's sales tax. The State is projecting a "leveling out" of consumer spending and is informing communities to be conservative in their revenue estimates.*
- Act 51 Revenues are the revenues for the major roads and local streets and are tied to the volume of gallons of gasoline sold. Based upon trends, this revenue source is still increasing and, therefore, projecting a very modest 1% increase moving forward.*
- Interest Rates have been conservatively projected; however, they are earning 4.3% as of June 30th.*

*He shared the following expenditure assumptions for the Financial Forecast:*

- Number of Employees*
  - There are two additional full-time positions, including one Grounds Crew Leader and one part-time to full-time administrative assistant in the Planning and Economic Development Department.*
- Salary Wage Change*
  - Projected in line with the approved Union contracts*
- Health Care*
  - Projecting a 6% increase long-term*
- Inflation*
  - Estimating 2.5% - 5.0% in future years*
- Capital Projects*
- Number of OCSO Officers*
  - Last year's proposal of two additional Oakland County Sheriff's Deputies has been put on hold due to the significant Oakland County Sheriff's Office contract increases.*
  - The Rochester Community School District has decided to reduce their School Resource Officer (SRO) count from six officers to five officers for the upcoming school year. Thus, in net, the City will go from 65 officers to 64 officers for next year.*

- OCSO Contract
  - Contract is in place for 2025 through 2027
  - 5.2% projected for the next contract
  - No more double-digit increases anticipated

*He announced that they are projecting an increase of 0.04280 mill, or 3.9%, to the City's bottom line millage, and this is solely due to the recent 36% increase in the Oakland County Sheriff's Office contract. He noted that this will cause the Police millage to go from the current 2.4180 mill to 2.8460 mill, and all others essentially net out to zero at the end. He shared that the Drain Debt millage will fall off next year, as the City paid off its last debt payment back in March of this year. He also reported that the City's Pathway millage and RARA millage are in place through 2026, the City's Local Street millage and the OPC Operating millage are in place through 2030, and the City's Parks Infrastructure millage is in place through 2031.*

*He stated that the revenue sources for the General Fund are:*

- Property Tax 40%
- State-Shared Revenue 26%
- All Other Revenue 34%

*He shared that the expenditure sources for the General Fund are:*

- Personnel Services 51%
- Transfers-Out 22%
- Other Expenditures 27%

*He explained that the General Fund is at 80% of annual operating expenditures and will experience a 15% per year reduction; thus, it will go to 65% in 2025, 50% in 2026, and 35% in 2027. He added that they will be able to maintain the 35% level long-term by adjusting the level that goes into the Capital Improvement Fund each year. He shared the following 2025 Capital Improvement Fund projects:*

- Brooklands Plaza enhancements
- Gateway implementation
- HVAC upgrades at the DPS Garage

*Looking forward to future projects, he listed Nowicki Park, the paving of Childress and Dunning, and the repair and replacement of pedestrian bridges in 2026; fuel island replacement at the DPS Garage and the replacement of election equipment in 2027; the Museum parking lot replacement and Spencer Park redevelopment in 2028; Bloomer Park redevelopment in 2029; Spencer Park redevelopment in 2030-2031; and Bloomer Park redevelopment in 2032. He shared that the Capital Improvement Plan helps to determine which projects receive priority funding, with every project receiving a ranking. He noted that the funds generated through the Parks Infrastructure millage help to supplement the funds from the Capital Improvement Fund.*

*He stated that the revenue sources for the Major Road Fund are:*

- Act 51 Gasoline Tax 78%*
- All Other Revenue 22%*

*He shared that the expenditure sources for the Major Road Fund are:*

- Capital Outlay 52%*
- Operating Expenditures 30%*
- Transfer-Out 18%*

*He explained that the major road construction projects from 2027 to 2029 are projected to reduce the Major Road Fund balance to around \$4.3 million by the end of 2029 but that the Major Road Fund balance is in good shape long-term.*

*He stated that the revenue sources for the Local Street Fund are:*

- Taxes 47%*
- Act 51 & Other 35%*
- Transfers-In 18%*

*He shared that the expenditure sources for the Local Street Fund are:*

- Capital Outlay 51%*
- Operating Expenditures 49%*

*He explained that beginning in 2023, they have been increasing the traditional \$5 million per year annual program by \$250,000 per year over a four-year period to account for inflation, and next year, they will be proposing a \$6 million per year Local Street Rehabilitation Program beginning in 2026. He continued that in 2023 and 2024, the Local Street Fund balance was in excess of its 25% target balance, and the City is projected to decrease that down closer to 25% over the next several years by discontinuing the General Fund transfer into the Local Street Fund. He added that the Local Street Fund appears great long-term and looks to be able to support a \$6 million per year annual Capital Improvement Program.*

*He stated that the revenue sources for the Fire Operating Fund are:*

- Taxes 75%*
  - 2.7 mill throughout the Forecast Model*
- All Other Revenues 22%*
- Transfers-In 3%*

*He shared that the expenditure sources for the Fire Operating Fund are:*

- Personnel 74%*
- Other Expenditures 26%*

*He stated that Fire does not have an annual structural surplus above its 25% target level, so the transfer-out from the Fire Operating Fund to the Fire Capital Fund*

*will be discontinued for now. He noted that they have had discussions with Chief Gary and City administration regarding the challenge to keep the Fire Operating Fund at the fund balance top target of 25%.*

*He announced that all of the City's fire-related equipment and apparatus replacements over the next seven or eight years per the CIP are included in the Fire Capital Fund.*

*He shared the following 2025 Capital projects:*

- Replacement of three ambulances*
- Replacement of Fire Engine #3*

*He added that looking ahead, the replacement of five ambulances is planned for FY 2026, and the replacement of three ambulances is planned for FY 2027.*

*He stated that the revenue sources for the Special Police Fund are:*

- Taxes 87%*
- Other Revenue 13%*

*He shared that the expenditure sources for the Special Police Fund are:*

- OCSO Contract 97%*
- All Other Expenditures 3%*

*He stated that the Forecast includes the 36% increase to the City's Oakland County Sheriff's Office rates over the next three years, as well as a 5.2% annual contractual increase for the next Oakland County Sheriff's Office contract.*

*He brought up the Police millage increase from 2.4180 to 2.8460 mill, and explained that in 2026, there will be a slight operating surplus for the Police Fund; in 2027, the millage rate calculated will break even in the last year of the contract; and in 2028, there will be a slight operating surplus, with continual decreases in 2029 and 2030. He continued that the next contract would end right on the fund balance target of 25% in the Police Fund. He shared that if the next contract comes in better than 5.2%, the City may be able to hold that millage rate out a bit longer, but if those rates are higher than 5.2%, they may have to consider raising the Police millage sooner. He noted that if City Council decides to increase the Police millage up to the increased level, then the Police Fund looks to be in good shape at least through 2030, and likely beyond.*

*He concluded with the following points:*

- Excellent Financial Position
  - Strong Fund Balances*
  - Conservative Projections**
- Fund Balance Policy
  - Defines financial parameters**
- Long-Term Projections
  - Constantly monitoring and adjusting**



- Long-Term Capital Planning
- Ability to schedule capital projects and leverage City dollars

**Ms. Mungoli** requested confirmation that the budget workshop is on August 18th. She also referred to the Oakland County Sheriff's Officer who will no longer serve as a School Resource Officer, and inquired whether the price for an SRO equals that of a Patrol Deputy. She requested confirmation that the City only pays a portion of the SRO because it is covered by the school district, and inquired whether the City would need to generate additional revenue to maintain 65 Deputies. She continued by emphasizing to residents that the Adams Road placeholder is simply a placeholder and that City Council is not spending any money on this road. She inquired whether they will still be receiving a printed version of the budget book and, if so, when.

**Mr. Snyder** confirmed that the budget workshop is on August 18th. He voiced his belief that the SRO is slightly more expensive than a traditional Deputy, and explained that the Rochester School District pays a portion, as does the City of Rochester and Oakland Township. He confirmed that the City would need to find additional funding to maintain 65 Deputies, and shared that the printed version of the budget book will still be offered, and she will receive it by August 11th, when the budget is presented, or possibly a little earlier.

**President Deel** thanked Mr. Snyder for the presentation, sharing his belief that Rochester Hills' practice of always looking ahead sets it apart from other cities.

**Presented.**

## PUBLIC HEARINGS

**2025-0297** FY 2025 2nd Quarter Budget Amendment

**Attachments:** [0721 Agenda Summary.pdf](#)  
[Overview.pdf](#)  
[Account Details.pdf](#)  
[Public Hearing Notice.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, stated that the second quarter budget amendments propose to increase total revenues by \$4.6 million and to decrease total expenditures by \$6.8 million, and this results in a net impact on Citywide fund balances of a positive \$11.5 million.

He provided the following information regarding the \$4.6 million in total revenues:

- \$3.1 million is from a variety of increased revenue projections, including:
  - State-shared revenue
  - Building inspections
  - Act 51 revenues
  - Oakland County Local Road Improvement Program
  - EMS revenues
  - Green Space Invasive Species Grant
  - Oakland County Transit Program Grant

- State of Michigan Drinking Water Asset Management Grant
- \$756,000 from MEDC Grant for Brooklands Plaza
- Investment revenue is up by \$4.5 million
- Decrease in transfers-in, with corresponding decrease in transfers-out on the expenditures side

He provided the following information regarding the \$6.8 million decrease in expenditures:

- \$3 million is partly to comply with the City's Fund Balance Policy, including:
  - A slight decrease in funding from the General Fund to the Capital Improvement Fund
  - Will set the General Fund at 65% at the end of this year
  - A decrease in funding from the Fire Operating Fund to the Fire Capital Fund
  - A decrease in funding from the Water and Sewer Operating Fund to the Water and Sewer Capital Fund
- Net increase of \$775,000 on the Operating Expenditures side
- Net grand total of \$410,000 increase across Citywide personnel excluding Fire for personnel benefits in the new, approved 2025-2027 contract
- \$870,000 increase in the Fire Department
  - Offset by \$505,000 decrease in Citywide operating cost reductions
- Decrease of \$4.6 million in Capital projects

He noted that all proposed amendments were included in the Seven-Year Forecast that was just presented.

**President Deel Opened the Public Hearing at 8:29 p.m. Seeing No Public Comment, President Deel Closed the Public Hearing at 8:29 p.m.**

**Ms. Mungoli** brought up that given their typical budget process, they will not reconcile all of this until all the contracts and invoices are done, so it will be another year or so before they understand what truly got spent and what got moved to another year.

**Mr. Snyder** stated that they usually reconcile by April of the following year.

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

**Aye** 7 - Blair, Carlock, Deel, Morlan, Mungoli, Neubauer and Walker

Enactment No: RES0172-2025

**Whereas**, in accordance with the provisions of Public Act 2 of 1968, the Uniform Budgeting and Accounting Act, and the Charter for the City of Rochester Hills, Chapter III Section 3.7, the City Council may amend the budget during the fiscal year, either on its own initiative or upon recommendation of the Mayor; and

**Whereas**, the Public Hearing for the proposed FY 2025 2nd Quarter Budget Amendments was noticed on July 3, 2025; and

**Whereas**, the proposed FY 2025 2nd Quarter Budget Amendments were available for public viewing beginning on July 11, 2025; and

**Whereas**, at its July 21, 2025 meeting City Council held a Public Hearing on the proposed FY 2025 2nd Quarter Budget Amendments.

**Now, Therefore, Be It Resolved** that the Rochester Hills City Council hereby approves the following FY 2025 fund totals as amended:

## ORDINANCE FOR INTRODUCTION

**2025-0318** Request for Acceptance for First Reading - an Ordinance to amend Sections 82-30, 82-32 and 82-33; of Article II, Employee Appeal Procedure, of Chapter 82, Personnel, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to modify composition of the Personnel Board and provisions governing suspensions, and to repeal conflicting Ordinances

**Attachments:** [081125 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[072125 Agenda Summary.pdf](#)  
[072125 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Brooke Insana**, Human Resources Director, stated that Chapter 82 of the City's Code of Ordinances, Personnel, was originally adopted by City Council in 2007 with the primary purpose of providing an Employee Appeal Procedure for all regular, non-union, full-time employees if their City appointment is adversely affected. She shared that although this has been in place for nearly 20 years, the Personnel Board has never concluded a hearing; however, periodic reviews of all policies, procedures, and ordinances are essential to uphold today's standards. She announced that the proposed revisions to Chapter 82 of the Personnel Ordinance aim to enhance the integrity and fairness of the Employee Appeal Procedure by modifying the Board's composition to be more consistent and stable. She explained that the Personnel Board is currently comprised of a non-union employee appointed member, meaning that a coworker could potentially serve on the Appeal Board involving a colleague, and the proposed changes remove this conflict of interest. She continued that the existing structure for appointing the third Board Member, where the two appointed members mutually select a third, introduces unpredictability and the potential for a deadlock, but a predefined consistent Board composition as proposed removes this ambiguity and ensures a truly independent and impartial body is in place from the onset. She emphasized that this measure is critical to maintaining the impartiality and integrity of this Board should they ever need it. She noted that the proposed composition of the revised Personnel Board shall be the same three City Council Member Representatives who currently serve on the Human Resources Technical Review Committee (HTRC), which was established in November 2006, to maintain consistency and integrity.

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

**Aye** 7 - Blair, Carlock, Deel, Morlan, Mungoli, Neubauer and Walker

Enactment No: RES0180-2025

Approved as presented at the January 12, 2026 Regular City Council Meeting.

**Resolved**, that an Ordinance to amend Sections 82-30, 82-32 and 82-33; of Article II, Employee Appeal Procedure, of Chapter 82, Personnel, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to modify composition of the Personnel Board and provisions governing suspensions, and to repeal conflicting Ordinances is hereby Accepted for First Reading.

## PLANNING AND ECONOMIC DEVELOPMENT

**2025-0110** Request for Conditional Use Approval to operate a gasoline service station and a drive-through accessory to a permitted use within the NB Neighborhood Business District for a project to demolish the existing service station and to construct an approximately 8,348 square foot gasoline station convenience store with a drive-through, at 3420 S. Rochester Rd., located at the southwest corner of Rochester Rd. and Nawakwa Rd., zoned NB Neighborhood Business with the FB Flex Business Overlay; Leslie Accardo, PEA Group, Applicant

**Attachments:** [072125 Agenda Summary.pdf](#)  
[Elevation Adjustments Memo 071020.pdf](#)  
[Revised Elevations 063025pdf](#)  
[MDOT Approval Memo 070125.pdf](#)  
[040725 Agenda Summary.pdf](#)  
[Staff Report 031225.pdf](#)  
[Reviewed Plans \(Corrected\).pdf](#)  
[Reviewed Plans 042524.pdf](#)  
[Updated EIS 031925.pdf](#)  
[Environmental Impact Statement.pdf](#)  
[Traffic Impact Study 052124.pdf](#)  
[Development Application 010424.pdf](#)  
[FD Flow Test.pdf](#)  
[MDOT Email 050124.pdf](#)  
[WRC Letter 032625.pdf](#)  
[Draft PC Minutes 031825.pdf](#)  
[Notice of Public Hearing.pdf](#)  
[Public Comment.pdf](#)  
[040725 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Chris McLeod**, Planning Manager, **Leslie Accardo**, PEA Group, applicant, and **Kenny Koza**, Property Owner, were present.

**Mr. McLeod** announced that this item is part two of the consideration of the Conditional Use approval for the redevelopment of a gas station at Rochester Road and Nawakwa. He shared that at the April 7th meeting, City Council requested that the applicant address their MDOT driveway permit and the overall size and height of the building. He summarized that the property is 1.3 acres, and the applicant is looking to increase the size of the building from 2,000 square feet to about 8,000 square feet and is consolidating the two Rochester Road driveways and moving the Nawakwa Road driveway further inward to reduce its conflict with Rochester Road. He continued that the applicant is providing a 7,000-square-foot convenience store; a drive-through tenant, which will most likely be a coffee shop; eight overall gas fueling stations; and adequate parking and landscaping. He added that the Planning Commission approved the site plan, tree removal permit, and planting modification at their March meeting. He detailed that the height of the building

where the front entry is located was originally 29.5 feet, but this has been reduced by about a foot and a half, and the second highest portion of the building has also been reduced by just short of a foot and a half. He explained that the main portion of the building, which is 74% of the entire structure, is 23 feet and four inches; just under ten percent of the building is at 28 feet; and just short of 16 percent is at 25 feet and four inches. He provided the reminder that the permissible height in the district is 30 feet. He also shared that part of MDOT's consideration was the number of stacking spaces that are provided on the site, and as of July 1st, they have fully approved the applicant's driveway permit.

**Ms. Neubauer** recognized that making the MDOT permit a condition in the Planning Commission was unexpected, and voiced her appreciation for the changes the applicant made.

**Mr. Walker** shared that the height of the building still gives him the visual impression of looking at a three-story monolithic structure, which is not in line with the area. He also referred to the applicant's comment in the agenda item that the materials are consistent with the buildings they are developing in other communities, and stressed his belief that Rochester Hills should be cognizant of the material palette to which they have grown accustomed. He continued with his perplexity over the stacking, questioning how stacking 16 cars across both entrances would not be problematic. He pointed out that even 11 stacking spaces blocks the driveway on Nawakwa.

**Ms. Accardo** stated that they do not anticipate having a volume where they would need more than the City-required ten spaces.

**Mr. Koza** explained that in the event of needing 16 spaces, MDOT is believing that people would maneuver around the site. He reported that the tenant is going to be a Dunkin' Donuts, and because the average ticket time through the drive-through is less than 60 seconds, the possibility of that happening is slim to none. He stated that people would probably not get in line behind 16 cars and would instead go to the nearest coffee place or come inside. He commented that his intent for this redevelopment is for it to be a prototype, as he is a master developer and has developed hotels for many brands. He stressed that he is trying to keep this building consistent with his brand. He mentioned that the height of the building is to cover up the HVAC units, and lowering it a foot and a half means that their tops would be slightly visible. He shared that he could only lower the building so much without having to cover the HVAC units in a way that is not visually appealing. He expressed his belief that he has designed a beautiful and different kind of building.

**Mr. Walker** remarked that he does not see a traditional architectural style here; he sees a modern palette.

**Mr. Koza** shared that when he hears "traditional," he thinks of features like corbels and crown moldings, and he does not see those things in any of the shopping centers or newer buildings in the City.

**Mr. Walker** listed brick, stone, and natural materials as what he would like the

City to employ. He also referred to Mr. Koza's comment about hiding the air conditioning units, and pointed out that the roof will not be visible unless you are far away. He requested confirmation that the City has a material palette.

**Mr. McLeod** shared that the City adopted a design guideline in the early 2000s.

**President Deel** revealed that he initially shared some of Mr. Walker's concerns but has done a 180 on this project. He explained that although MDOT requires 16 stacking locations, the City requires 10, and it only seems right to evaluate this project based on the City guidelines. He noted that the stacking is appropriate according to the City's guidelines. He continued that the City has a backstop contained in Condition Two of the Conditional Use, which states that if, in the determination of City staff, the intensity of the operation changes or increases in terms of traffic, queueing, noise, hours, lighting, odor, or other aspects that may cause an adverse impact, City staff may require and order the Conditional Use approval to be remanded to the City Planning Commission for reexamination. He also mentioned that the height of the building is within the City's height requirements for that area of town.

**Mayor Barnett** pointed out that this gas station is not immediately next to a lot of things. He also brought up the Serra dealership to the north that is a very modern building, and shared that he believes that that campus is a beautiful addition to the City. He shared his belief that this redevelopment will be an improvement, expressing his hope that Council will support it.

**Ms. Morlan** requested confirmation that Mr. Koza has made concessions on lighting for the neighbors behind the site. She inquired whether the different colors on the front of the building signify different businesses, as well as how many similar buildings Mr. Koza has and what food services he offers at those locations. She requested confirmation that he has an idea of how the traffic flows and what his stacking is. She concluded by acknowledging that the proposed building does not look like Rochester Hills but that since all the other zoning items and the brick requirements have been met, she will be supporting this project.

**Mr. Koza** confirmed that he has made concessions on lighting for the neighbors behind the site. He also explained that the middle section of the building would have their brand name, and the portion to the left would be for the drive-through tenant. He shared that this building is one of five like it, and his other locations house Dunkin' Donuts, Baskin-Robbins, Dairy Queen, Krispy Krunchy Chicken, and Saroki's Pizza. He emphasized that he has a good idea of the traffic flow and stacking.

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

**Aye** 6 - Blair, Carlock, Deel, Morlan, Mungioli and Neubauer

**Nay** 1 - Walker

Enactment No: RES0173-2025

**Resolved**, that the Rochester Hills City Council hereby approves the conditional use to operate a gasoline service station with an ancillary drive through within the NB

Neighborhood Business District at 3420 S. Rochester, based on plans received by the Planning Department on February 4, 2025, with the following findings and subject to the following conditions:

#### **Findings**

1. The use will promote the intent and purpose of the Zoning Ordinance.
2. The site has been designed and is proposed to be operated, maintained, and managed so as to be compatible, harmonious, and appropriate in appearance with the existing and planned character of the general vicinity, adjacent uses of land, and the capacity of public services and facilities affected by the use.
3. The proposal will have a positive impact on the community as a whole and the surrounding area by providing a modernized gasoline service station and convenience store along with a food provider with an ancillary drive through use.
4. The proposed development is served adequately by essential public facilities and services, such as highways, streets, police and fire protection, water and sewer, drainage ways, and refuse disposal.
5. The proposed development, with the revised driveway configurations, will not be detrimental, hazardous, or disturbing to existing or future neighboring land uses, persons, property, or the public welfare.
6. The proposal will not create additional requirements at public cost for public facilities and services that will be detrimental to the economic welfare of the community.
7. That the requested modification to the buffer along the southern property line is appropriate given the number of plantings already proposed, the fact that the site to the south also includes the FB Flex Business Overlay District and finally, that the site to the south directly abuts the M-59 interchange.

#### **Conditions**

1. The use shall remain consistent with the facts and information presented to the City as a part of the applicant's application and at the public hearing.
2. If, in the determination of City staff, the intensity of the operation changes or increases, in terms of traffic, queuing, noise, hours, lighting, odor, or other aspects that may cause adverse off-site impact, City staff may require and order the conditional use approval to be remanded to the Planning Commission and City Council as necessary for re-examination of the conditional use approval and conditions for possible revocation, modification or supplementation.
3. MDOT approval must be received for the driveway connection to Rochester Road.

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

## **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.

**2025-0303** Request for Purchase Authorization - FACILITIES: Blanket Purchase Order/Contract for service and overhead door maintenance services at City-owned properties in the amount not-to-exceed \$40,000.00 through September 30, 2026; Garrett Door Company, Pontiac, MI

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

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

Enactment No: RES0174-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes a blanket purchase order/contract for service and overhead door maintenance services at City-owned properties to Garrett Door Company, Pontiac, Michigan in the amount not-to-exceed \$40,000.00 through September 30, 2026 and further authorizes the Procurement Manager to execute the agreement 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.

## Passed the Consent Agenda

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

**Aye** 7 - Blair, Carlock, Deel, Morlan, Mungoli, Neubauer and Walker

## LEGISLATIVE & ADMINISTRATIVE COMMENTS

**Ms. Mungoli** shared that after the recent tragedy in Texas and the discussion about weather warnings, she checked into what Oakland County has available and signed up for alerts. She explained that residents can do an internet search for Oakland County Emergency Management, and it will bring them to a page for OakAlert, where they can sign up to receive alerts through email, text message, and/or phone call. She noted that OakAlert has her address, so they know exactly how to pinpoint where she is relative to ongoing emergencies.

**Mayor Barnett** provided the following updates:

- The City received five and a half inches of rain in what Oakland County is calling a 200-year storm event. He thanked the City's DPS and the utilities for their response, and urged the public to be patient with new traffic patterns while Orion Road is being worked on.
- Dequindre Road is going to open up on Wednesday the 23rd.
- Brewster Road rehabilitation is on track, and sidewalks are going in. Completion is



*still planned for November but may occur sooner.*

*- July is National Parks and Resources Month. He shared that he visited the City's lifeguards, and thanked all the individuals on Ken Elwert's team for their great work.*

*- The Free Street Tree Program, which allows people to get a two-inch caliper tree eight to ten feet tall planted on City property for free, is still open. He encouraged residents to call the office or go online to obtain more information from the City's Forestry team.*

*- Pat McKay and Cathy Fitzpatrick of the Rochester Hills Museum at Van Hoosen Farm worked hard to restore the World War II Honor Roll monument near Rochester Municipal Park. At last week's event, which was a collaboration among the Rochester-Avon Historical Society, the Rochester Hills Museum, the City of Rochester, and the City of Rochester Hills, there was a 98-year-old World War II veteran. The Mayor voiced his appreciation for his service and all those who are listed on the wall.*

*- Stretch Lab, located by Total Wine, held its grand opening.*

*- Last Friday, the City hosted Play Ball, a partnership with Major League Baseball. Over 50 youngsters came out to pitch, hit, and run for the chance to move on to the next round. He thanked the Conference of Mayors and Major League Baseball, who covered all the costs.*

*- The Brooklands Block Party is next Wednesday, the 30th, and will feature the first-ever RHising Market, an entrepreneurial market where students ages ten to 18 will be selling their crafts and wares. The event will also include DJs, food, and entertainment.*

*- Last week at the Alpine Visitor Center in the Rocky Mountains, he spoke with a naturalist at the Rocky Mountain Conservancy about how she got into her field of work and learned that she is from Rochester Hills and a recent Rochester Adams graduate. He remarked that you never know where people from Rochester Hills are going to be.*

## ATTORNEY MATTERS

**2025-0317** Approval of the Settlement Agreement between the City of Rochester Hills and the International Association of Fire Fighters (IAFF) Local 3472

**Attachments:** [072125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Brooke Insana**, Human Resources Director, stated that this agreement, if approved, will be effective for a three-year period from January 1st, 2025, through December 31st, 2027. She explained that this agreement is the result of a comprehensive collective bargaining process involving dedicated efforts from both the City management bargaining team and the representatives of the IAFF Local 3472. She noted that the City's management bargaining team met with City Council in closed session on April 28th and again today, July 21st, to discuss the status of these negotiations. She announced that the members of the IAFF Local 3472 ratified the tentative agreement this morning. She continued that following the recommendation of the City's third-party compensation study, the Fire Department salary schedule resulted in equity adjustments starting at ten percent in Year One, and Year Two and Year Three wage increases mirror and are consistent with the City's largest employee group, GELC 1984, and non-union personnel. She acknowledged the hard work and commitment of the members of the City's

*negotiation team who were present, Joe Snyder and Leslie Turnbull, as well as Labor Attorney Gregg Schultz. She emphasized the continued leadership and invaluable contributions of Chief Gary, who remains a pillar for the Fire Department, and stated that their collective efforts were instrumental in reaching this significant agreement. She also recognized the union leadership team for their efforts throughout the bargaining process and their commitment to their members and finding common ground.*

**Ms. Mungioli** thanked Ms. Insana and Chief Gary for making this possible. She mentioned that the City's first priority is safety, and it is with the help of the Fire Department that the City receives wonderful scores from its residents in regard to safety in the community and feeling safe in their homes. She expressed her appreciation that they have a contract that will keep them safe for the next three years, as well as give staff the rewards they deserve for the work they do for the community.

**Ms. Neubauer** thanked Ms. Insana and Chief Gary for everything they did to come to this agreement. She extended her thanks to the City's firefighters for continuing to work throughout the negotiations. She shared that her son had to visit the ER three times last month due to sports injuries, and she saw firefighters bringing in residents and taking care of patients. She added that her neighbor has received care from the City's firefighters three times since the beginning of the month, and she is very thankful for all they do to keep people safe.

**Mayor Barnett** echoed his appreciation for Ms. Insana and Chief Gary, acknowledging that these are tough negotiations at times. He stated that Chief Gary is the right leader at the right time for his department, and thanked Ms. Insana for her steady leadership and team. He also thanked the professionals of the Rochester Hills Fire Department, and shared that he is excited to continue the great working relationship they have.

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

**Aye** 7 - Blair, Carlock, Deel, Morlan, Mungioli, Neubauer and Walker

Enactment No: RES0175-2025

**Whereas**, negotiations between the City of Rochester Hills and IAFF Local 3472 have resulted in a tentative three-year agreement, for the period of January 1, 2025 through December 31, 2027.

**Resolved**, that the Rochester Hills City Council hereby grants approval of the settlement agreement for the above contract term.

## NEW BUSINESS

**2025-0306** Request for Approval of the Rochester Avon Recreation Authority (RARA) Operating Millage Renewal Ballot Proposal

**Attachments:** [072125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)  
[Revised Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, and **Sam Lunt**, Rochester Avon Recreation Authority (RARA), were present.

**Mr. Snyder** shared that the existing RARA millage was approved by Rochester Hills voters in November 2015 for ten years beginning in Fiscal Year 2017 and continuing through Fiscal Year 2026. He continued that on July 16th, 2025, the RARA Board approved the ballot language for the November 2025 ballot. He explained that the millage rate requested in this ballot language is the same millage rate as the existing RARA ballot language, so the proposal is essentially a straight renewal to be presented to City voters, one year ahead of time. He stated that if this new millage is approved by voters in November 2025, it will go into effect starting in 2027. He added that any and all funding generated through the current RARA millage, as well as the proposed RARA millage, is collected through the City of Rochester Hills and then passed on directly to RARA so that they can provide sports, community events, camps, special needs services, performing arts, recreation, and life skill programs for youth and adults in the City.

**Ms. Mungoli** commented that she is the City Council Representative to the RARA Board and that they spent a great deal of time last week discussing their budget. She shared that Mr. Lunt has extensively prepared the data to show that RARA is fiscally responsible and, with the help of Mr. Snyder, has ensured that all their financial work is in alignment with City standards. She noted that residents can call her or Mr. Lunt if they have any questions about this millage renewal.

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

**Aye** 7 - Blair, Carlock, Deel, Morlan, Mungoli, Neubauer and Walker

Enactment No: RES0176-2025

**Resolved**, that the Rochester Hills City Council hereby approves placing the following Proposal on the November 4, 2025 City Election:

### BALLOT QUESTION

#### Rochester-Avon Recreation Authority (RARA) Millage Renewal

Shall the City of Rochester Hills renew and continue to levy 0.1802 mill (\$0.1802 per \$1,000 of taxable value) to provide funds for the Rochester-Avon Recreation Authority (RARA) to enable it to continue providing sports, community events, camps, special needs services, performing arts, recreation, and life skill programs for youth and adults, on

the taxable value of all property assessed for taxes in the City for ten (10) years, beginning in 2026 (for fiscal year 2027) and continuing through 2035 (for fiscal year 2036) inclusive, which will provide an estimated revenue of \$902,650 if levied full in the first year of such levy?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

- 2025-0054** Request for Purchase Authorization - PARKS: Increase to the Contract/Blanket Purchase Order to provide Architectural/Engineering Services for the Nowicki Park Development in the amount of \$97,200.00 for a new not-to-exceed amount of \$256,505.00; A3C Collaborative Architecture, Ann Arbor, MI

**Attachments:** [072125 Agenda Summary.pdf](#)  
[A3C Proposal for Additional Services.pdf](#)  
[021025 Agenda Summary.pdf](#)  
[A3C Proposal for Services.pdf](#)  
[021025 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Ken Elwert**, Parks & Natural Resources Director, presented a request to increase design services for the building components of Nowicki Park. He noted that it is a challenging time in the current environment and that they are putting the architect through the wringer on several different options. He addressed questions from Council regarding Scenario B, explaining that it would only be utilized if the project is not funded all the way during the upcoming budget process.

**Ms. Mungoli** explained that Scenario B entails removing the community room and replacing it with a garage, and this would cost \$12,250 to design. She shared that she would never vote for this scenario and would like it to be removed from consideration, and inquired how they can put more money into the additional square footage and garage option.

**Mr. Elwert** responded that doing so would be challenging because of the surrounding wetlands in one circumstance. He continued that the current square footage recommendation for Scenario A is approximately the size of the Calf Barn, and pointed out that the major role of this building is not for early voting but is for a variety of community uses, as well as possibly significant use by RARA camps and the City's Outdoor Engagement team. He noted that they are currently looking at several partnerships to help fund scenarios, and Scenario B exists in case they do not lock those in, but the money would not be spent all at the same time.

**Ms. Mungoli** requested confirmation that the \$12,250 may not get spent on this contract. She also mentioned that RARA has reached its capacity for available facilities in the community and does not have the resources to purchase or build another building. She emphasized the potential RARA has in this space, and inquired how it can be reconfigured around the wetlands.

**Mr. Elwert** confirmed that the \$12,250 may not get spent on this contract. He added that they can have a discussion during the budget process about

*possibly increasing the square footage, but reiterated that this is a difficult concept and they do not currently have the additional revenue or partnerships locked in to support the additional costs.*

**Ms. Morlan** voiced her appreciation that consideration is being given to outlets, room size, and infrastructure for the potential of elections, emphasizing that City Council must be cognizant of residents' need for places to vote. She echoed Ms. Mungoli's hope that the \$12,250 will go toward Scenario A.

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

**Aye** 7 - Blair, Carlock, Deel, Morlan, Mungoli, Neubauer and Walker

Enactment No: RES0177-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes an increase to the contract/blanket purchase order to provide architectural/engineering services for the Nowicki Park Development to A3C Collaborative Architecture, Ann Arbor, Michigan in the amount of \$97,200.00 for a new not-to-exceed amount of \$256,505.00 and further authorize the Procurement Manager to execute a contract amendment on behalf of the City.

**2025-0307** Recommendation to increase membership of the Rochester Hills Government Youth Council (RHGYC)

**Attachments:** [072125 Agenda Summary.pdf](#)  
[Bylaws.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Erin Mims**, Rochester Hills Government Youth Council (RHGYC) Adult Advisor, presented a proposed increase of 15 to 17 members for the RHGYC. She explained that this increase would provide two more Youth Council members an opportunity to serve, help alleviate challenges with students' schedules, and supply a few more sets of hands at events around the City.

**President Deel** shared that this is the eighth year he has served as a Liaison to the Youth Council and that he believes this is a good idea. He explained that according to their Bylaws, the Youth Council must obtain representation from the different Council districts, the different high schools within the City, and different ages. He continued that the Bylaws are often restricting, but expanding the membership number would allow them to maintain their desired mix and also bring in applicants they think would be a good fit for Youth Council. He pointed out that the cost of this increase is negligible, and recognized Ms. Mims as a great Youth Council Staff Liaison.

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

**Aye** 7 - Blair, Carlock, Deel, Morlan, Mungoli, Neubauer and Walker

Enactment No: RES0178-2025

**Resolved**, that Rochester Hills City Council approves the increase of membership for the Rochester Hills Government Youth Council.

**2025-0309** Discussion regarding the proposed amendments to the City Council Rules of Procedure, Article IV. Section .03 (vi) Questions to be Stated and Article V. Order of Business

**Attachments:** [081125 Agenda Summary.pdf](#)  
[Article IV Questions To Be Stated.pdf](#)  
[Article V Order Of Business.pdf](#)  
[072125 Agenda Summary.pdf](#)  
[Christ Email.pdf](#)  
[Resolution \(Draft\).pdf](#)

**President Deel** brought up the practice of reading every item on the Consent Agenda into the record, and shared that they went to City Attorney Dan Christ to look at City Council's Rules of Procedure to determine whether doing so is necessary. He shared that Mr. Christ suggested an amendment to the Rules of Procedure if Council would like to eliminate this requirement. He continued by presenting his next proposed change; moving the Consent Agenda to immediately following Presentations. He explained that this would allow staff members and directors who have items on the Consent Agenda to go home a little earlier.

A motion was made by Carlock, seconded by Blair, that this matter be Discussed. The motion carried by the following vote:

**Aye** 7 - Blair, Carlock, Deel, Morlan, Mungioli, Neubauer and Walker

Enactment No: RES0191-2025

## ANY OTHER BUSINESS

**NEXT MEETING DATE - Regular Meeting - Monday - August 11, 2025 - 7:00 p.m.**

## ADJOURNMENT

*There being no further business before Council, it was moved by Mungioli and seconded by Neubauer to adjourn the meeting at 9:37 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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EMMA BOWEN  
City Clerk's Office

Approved as presented at the January 12, 2026 Regular City Council Meeting.

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