



City of Rochester Hills
AGENDA SUMMARY
NON-FINANCIAL ITEMS

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Legislative File No: 2023-0288

TO: Mayor and City Council Members
FROM: Bill Fritz, P.E., Director – Department of Public Services
DATE: June 19, 2023
SUBJECT: MDOT Annual Permit Performance Resolution (MDOT Form 2207B)

REQUEST:

The Department of Public Services recommends the adoption of the Michigan Department of Transportation (MDOT) Form 2207B entitled “Performance Resolution for Municipalities”. This form authorizes specific City position holders to apply for the MDOT Annual Permit that the City maintains. Form 2207B also allows specified position holders to provide notification of work commencement on MDOT issued permits the City has procured.

BACKGROUND:

Every year the Michigan Department of Transportation requires an Annual Permit Application for the purpose of issuing governmental bodies additional individual permits to perform miscellaneous operations within the state trunkline right-of-way. Currently our authorized users are approved by name AND job title. MDOT allows authorization based on job titles only. We are requesting this document be updated to show positional job titles to avoid potential complications due to occasional employee turnover.

RECOMMENDATION:

It is recommended that City Council adopt the following job titles as authorized to apply to MDOT for permits to work within state trunkline right-of-way:

Director of Public Services, Deputy Director/City Engineer, Public Utilities Engineering Manager, Transportation Engineering Manager, Engineering Utility Specialist and DPS Technician-Permits

It is also recommended that City Council approve the revised Form 2207B version, and for the Clerk to provide a certified resolution on behalf of the City of Rochester Hills.

| APPROVALS: | SIGNATURE | DATE |
|---------------------|-----------|------|
| Department Review | | |
| Department Director | | |
| Mayor | | |
| City Clerk | | |

Contract Reviewed by City Attorney Yes N/A