



# Rochester Hills

## Minutes - Draft

### 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, Bradley Limberg, Diana Mannino, Theresa Mungoli,  
Marvie Neubauer and Mark Skelcy*

**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, December 1, 2025

7:00 PM

1000 Rochester Hills Drive

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#### CALL TO ORDER

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

#### Others Present:

*Tracey Balint, Interim DPS Director/City Engineer  
Oliver Blakely, Rochester Hills Government Youth Council  
Dan Christ, City Attorney  
Ken Elwert, Parks & Natural Resources Director  
Chief Todd Gary, Fire Chief/Emergency Services Director  
Rochelle Lyon, Information Systems Director  
Leanne Scott, City Clerk  
Joe Snyder, Chief Financial Officer  
Karen Somerville, Deputy Assessing Director  
Erin Sudrovech, Chief of Staff  
Laurie Taylor, Assessing Director  
Mike Viazanko, Building/Ordinance/Facilities Director*

#### ROLL CALL

**Present** 7 - David Blair, Jason Carlock, Theresa Mungoli, Marvie Neubauer, Bradley Limberg, Diana Mannino and Mark Skelcy

#### PLEDGE OF ALLEGIANCE

#### APPROVAL OF AGENDA

**A motion was made by Blair, seconded by Neubauer, that the Agenda be Approved as Amended to remove Legislative File 2025-0493 "Request for Purchase Authorization - Citywide Screen-Printing Embroidery Clothing Apparel" from the Consent Agenda at the request of the Administration. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Mungoli, Neubauer, Limberg, Mannino and Skelcy

## COUNCIL AND YOUTH COMMITTEE REPORTS

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

*Vice President Carlock introduced RHGYC Representative Oliver Blakely.*

*Mr. Blakely stated that he is a ninth grader at Rochester High School and that this is his first year on the Youth Council and he also serves on the Planning Commission. He reported that in November, the Youth Council assisted with the City Council swearing-in ceremony and Light the Village, and they will be participating in the Rochester Area Christmas Parade, where they will be marching with City Council, on Sunday, December 7th. He noted that they have a Regular Meeting this Wednesday, December 3rd, at 6:00 p.m., and a Special Holiday Meeting next Wednesday, December 10th, at the Rochester Hills Museum at Van Hoosen Farm. He added that they plan to holiday shop for local nonprofits and continue working out the details for their winter event.*

## 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.

**2025-0485** Approval of Minutes - City Council Special Meeting - June 9, 2025

**Attachments:** [CC Special Min 060925.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0281-2025

**Resolved**, that the Minutes of the Rochester Hills City Council Special Meeting held on June 9, 2025 be approved as amended/presented.

**2025-0559** Approval of Minutes - City Council Regular Meeting - June 9, 2025

**Attachments:** [CC Min 060925.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0282-2025

**Resolved**, that the Minutes of the Rochester Hills City Council Regular Meeting held on June 9, 2025 be approved as presented/amended.

**2025-0560** Approval of Minutes - City Council Regular Meeting - June 23, 2025

**Attachments:** [CC Min 062325.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0283-2025

**Resolved**, that the Minutes of the Rochester Hills City Council Regular Meeting held on June 23, 2025 be approved as presented/amended.

**2025-0561** Approval of Minutes - City Council Regular Meeting - July 7, 2025

**Attachments:** [CC Min 070725.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0284-2025

**Resolved**, that the Minutes of the Rochester Hills City Council Regular Meeting held on July 7, 2025 be approved as presented/amended.

**2025-0487** Request for Purchase Authorization - FACILITIES: Contract/Blanket Purchase Order for 2026 Plant, Tree & Shrub Health & Lawn Care for City-owned sites in the amount not-to-exceed \$62,000 through December 31, 2026; Owen Tree Service, Inc., Attica, MI

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0285-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes a contract/blanket purchase order for 2026 Plant, Tree & Shrub Health and Lawn Care for City-owned sites to Owen Tree Service, Attica, Michigan in the amount not-to-exceed \$62,000.00 through December 31, 2026 and further authorizes the Procurement Manager to execute an 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.

**2025-0497** Request for Purchase Authorization - FIRE: Blanket Purchase Order for EZ-IO needles and equipment in the amount not-to-exceed \$35,000.00 through December 31, 2026; Teleflex LLC., Morrisville, NC

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0286-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes a blanket purchase order for EZ-IO needles and equipment to Teleflex LLC., Morrisville, North Carolina in the amount not-to-exceed \$35,000.00 through December 31, 2026.

**2025-0492** Request for Purchase Authorization - Citywide: Blanket Purchase Order for office supplies and equipment in the amount not-to-exceed \$55,000.00 through December 31, 2026; Office Depot, Inc., Boca Raton, FL and other office supply

vendors as appropriate

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0287-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes a blanket purchase order for office supplies and equipment to Office Depot, Boca Raton, Florida and other office supply vendors as appropriate in the amount not-to-exceed \$55,000.00 through December 31, 2026.

**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.

**2025-0495** Request for Purchase Authorization - Citywide: Blanket Purchase Order for purchase of various products through an online marketplace in the amount not-to-exceed \$75,000.00 through December 31, 2026; Amazon.com Services LLC., Seattle, WA

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

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

Enactment No: RES0288-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes a blanket purchase order for purchase of various products through an online marketplace to Amazon.com Services LLC., Seattle, Washington in the amount not-to-exceed \$75,000.00 through December 31, 2026.

**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 Neubauer, seconded by Mungoli, 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, Mungoli, Neubauer, Limberg, Mannino and Skelcy

### **The following Consent Agenda Items were discussed and adopted by separate Motions:**

**2025-0496** Request for Purchase Authorization - FIRE: Blanket Purchase Order for Public Safety, Emergency Preparedness, Safety Equipment, Solutions and Related Services in the amount not-to-exceed \$66,500.00 through December 31, 2026; Safeware, Inc., Lanham, MD

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

*Mr. Limberg recused himself from the vote to avoid the appearance of a conflict of interest with his employer.*

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

**Aye** 6 - Blair, Carlock, Mungioli, Neubauer, Mannino and Skelcy

**Abstain** 1 - Limberg

Enactment No: RES0289-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes a blanket purchase order for public safety, emergency preparedness, safety equipment, solutions and related services to Safeware, Inc., Lanham, Maryland in the amount not-to-exceed \$66,500.00.

**2025-0498** Request for Purchase Authorization - FIRE: Blanket Purchase Order for Protective Ensemble for Structural Firefighting in the amount not-to-exceed \$38,720.00 through December 31, 2026; MacQueen Emergency Group, Romeo, Michigan

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

*Mr. Limberg recused himself from the vote to avoid the appearance of a conflict of interest with his employer.*

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

**Aye** 6 - Blair, Carlock, Mungioli, Neubauer, Mannino and Skelcy

**Abstain** 1 - Limberg

Enactment No: RES0290-2025

**Resolved**, that the Rochester Hills City Council authorizes a blanket purchase order for protective ensemble for structural firefighting to include the purchase of the turnout coat, pants and structural firefighting boots to MacQueen Emergency Group, Romeo, Michigan in the amount not-to-exceed \$38,720.00 through December 31, 2026.

## ORDINANCE FOR INTRODUCTION

**2025-0564** Request for Acceptance for First Reading - An Ordinance to amend Sections 54-166, 54-226, 54-228, 54-261, 54-262, 54-302, 54-346, 54-382, 54-383, 54-502, 54-587, 54-590, 54-651, 54-711, 54-742, 54-776, and 54-806 of Chapter 54, Fees; of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to modify and supplement fees charged for various city services, to repeal conflicting Ordinances, and prescribe a penalty for violations.

**Attachments:** [121525 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[120125 Agenda Summary.pdf](#)  
[120125 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

*Joe Snyder, Chief Financial Officer, explained that these updates are part of the City's annual process of reviewing ordinances to ensure that fees are set*

*appropriately to cover operating costs and language is according to applicable laws and statutes, as well as current standards and practices.*

*He shared that the Building Department submitted the proposed changes to Chapter 54, which affect parking lots, plumbing, water distribution, temporary electrical service, electrical circuits, HVAC systems, moving of buildings, EV charging stations, mobile food vending, driveway right of way approaches, pathway connections, inspection fees, service calls, temporary hydrant rentals, meter testing costs, and water and sewer connections.*

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

**Aye** 7 - Blair, Carlock, Mungoli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0316-2025

**Resolved**, that an Ordinance to amend Sections 54-166, 54-226, 54-228, 54-261, 54-262, 54-302, 54-346, 54-382, 54-383, 54-502, 54-587, 54-590, 54-651, 54-711, 54-742, 54-776, and 54-806 of Chapter 54, Fees; of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to modify and supplement fees charged for various city services, to repeal conflicting Ordinances, and prescribe a penalty for violations is hereby Accepted for First Reading.

**2025-0565** Request for Acceptance for First Reading - an Ordinance to amend Section 79, Special Events, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to modify and supplement fees charged for various city services, to repeal conflicting Ordinances, and prescribe a penalty for violations

**Attachments:** [121525 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[120125 Agenda Summary.pdf](#)  
[120125 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Joe Snyder**, Chief Financial Officer, explained that these updates are part of the City's annual process of reviewing ordinances to ensure that fees are set appropriately to cover operating costs and language is according to applicable laws and statutes, as well as current standards and practices.

*He noted that there is one section of Chapter 79 with updated permit fees as submitted by the Building Department.*

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

**Aye** 7 - Blair, Carlock, Mungoli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0317-2025

**Resolved**, that an Ordinance to amend Section 79, Special Events, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to modify and supplement fees charged for various city services, to repeal conflicting Ordinances, and prescribe a penalty for violations is hereby Accepted for First Reading.

- 2025-0566** Request for Acceptance for First Reading - an Ordinance to amend Section 102-94 of Chapter 102 Utilities, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to modify and supplement fees charged for various city services, to repeal conflicting Ordinances, and prescribe a penalty for violations

**Attachments:** [121525 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[120125 Agenda Summary.pdf](#)  
[120125 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

*Joe Snyder, Chief Financial Officer, explained that these updates are part of the City's annual process of reviewing ordinances to ensure that fees are set appropriately to cover operating costs and language is according to applicable laws and statutes, as well as current standards and practices.*

*He reported that one section of Chapter 102 is requested for updated permit fees as submitted by the Department of Public Services, and this update pertains to shut-off and turn-on charges.*

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

**Aye** 7 - Blair, Carlock, Mungioni, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0318-2025

**Resolved**, that an Ordinance to amend Section 102-94 of Chapter 102 Utilities, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to modify and supplement fees charged for various city services, to repeal conflicting Ordinances, and prescribe a penalty for violations is hereby Accepted for First Reading.

- 2025-0567** Request for Acceptance for First Reading - an Ordinance to amend Section 110-86, 110-88, 110-287 and 110-316 of Chapter 110, fees of the Code of Ordinance of the City of Rochester Hills, Oakland County, Michigan, to modify and supplement fees charged for various city services, to repeal conflicting Ordinances, and prescribe a penalty for violations

**Attachments:** [121525 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[120125 Agenda Summary.pdf](#)  
[120125 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

*Joe Snyder, Chief Financial Officer, explained that these updates are part of the City's annual process of reviewing ordinances to ensure that fees are set appropriately to cover operating costs and language is according to applicable laws and statutes, as well as current standards and practices.*

*He stated that there are four sections of Chapter 110 with updated fees and language as submitted by the Department of Public Services, the Parks & Natural Resources Department, and the Planning & Economic Development Department. He detailed that the proposed changes affect floodplain use permits,*

*administrative charges, site plan reviews, and wetland and watercourse permits.*

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

**Aye** 7 - Blair, Carlock, Mungoli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0319-2025

**Resolved**, that an Ordinance to amend Section 110-86, 110-88, 110-287 and 110-316 of Chapter 110, fees of the Code of Ordinance of the City of Rochester Hills, Oakland County, Michigan, to modify and supplement fees charged for various city services, to repeal conflicting Ordinances, and prescribe a penalty for violations is hereby Accepted for First Reading.

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

*None.*

## **LEGISLATIVE & ADMINISTRATIVE COMMENTS**

*Ms. Mungoli remarked that with three new members, City Council now looks very different. She congratulated Mr. Limberg, Ms. Mannino, and Mr. Skelcy, and encouraged them to take their time learning. She expressed her excitement to work with them, as well as the returning members.*

*Vice President Carlock echoed Ms. Mungoli's excitement to work with the new City Council Members. He underscored that although they do not receive many "thank you's," their work is integral to keeping the City moving in a direction they believe is best for residents.*

*Erin Sudrovech, Chief of Staff, extended a welcome to the new Council Members on behalf of Mayor Barnett. She also thanked Tracey Balint, Interim DPS Director/City Engineer, and the DPS team for clearing the roads over the holiday weekend.*

*She then provided the following updates:*

- Veterans Day was very memorable, as Mayor Barnett attended ceremonies at Veterans Memorial Pointe, Rochester High School, and American House Senior Living Community to celebrate the occasion.*
- Ribbon cuttings for RealTruck, Zarminali Pediatrics, and Helping Hands Adult Daycare took place over the past few weeks.*
- The Brooklands Plaza opened to the public earlier this month, and an official ribbon cutting will be held in the spring. She commended the Parks & Natural Resources team for their work.*
- The City kicked off the holiday season with Light the Village, which saw a record turnout, at the Village of Rochester Hills on November 21st. She thanked everybody who helped out, including the Youth Council volunteers, who distributed 500 lighted wands in under 15 minutes.*

- She thanked everyone who has contributed to the Hometown Harvest food drive, which is a collaboration with the City of Rochester, and recognized Ms. Mungoli and Ms. Neubauer for leading the charge with this initiative.
- The City partnered with the Oakland County Sheriff's Office for Coats for the Cold. City employees are also working with Neighborhood House and their Giving Tree to provide gifts to families in the community.
- The Grand Marshal Gala with Pat McKay, Museum Manager, is on December 3rd, and the Rochester Area Hometown Christmas Parade is on December 7th at 2:00 p.m.
- Holiday Lights at Innovation Hills begins this weekend, December 5th and 6th, with special activities planned. The lights will be up all season long.

## ATTORNEY'S REPORT

*City Attorney Dan Christ had nothing to report.*

## NOMINATIONS/APPOINTMENTS

**2025-0511** Nomination/Appointment of seven (7) Citizen Representatives to the Deer Management Advisory Committee, each for a one-year term to expire December 31, 2026

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Barno CQ.pdf](#)  
[Braun III CQ.pdf](#)  
[Donovan, Max CQ.pdf](#)  
[Donovan, Sean CQ.pdf](#)  
[Duperon CQ.pdf](#)  
[Galliway CQ.pdf](#)  
[Hunter CQ.pdf](#)  
[Iyer CQ.pdf](#)  
[Kubicina CQ.pdf](#)  
[Malhotra CQ.pdf](#)  
[Nachtman CQ.pdf](#)  
[Paille CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

***Vice President Carlock*** stated that Council is requested to appoint seven Citizen Representatives to the Deer Management Advisory Committee, each for a one-year term to expire December 31, 2026.

### **Vice President Carlock Opened the Floor for Nominations.**

***Ms. Mungoli*** shared that she has been the City Council Representative to the Deer Management Committee and has served with the individuals who have requested to be reappointed. She noted that they meet once a year, with Matt Einheuser, Natural Resources Manager, and his team. She renominated Deborah Barno, Rick Braun, Sean Donovan, Ben Galliway, Scott Hunter, Jim Kubicina, and James Nachtman.

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

*Vice President Carlock announced that Deborah Barno, Rick Braun, Sean Donovan, Ben Galliway, Scott Hunter, Jim Kubicina, and James Nachtman would be appointed to the Deer Management Advisory Committee.*

**A motion was made by Blair, seconded by Neubauer, that this matter be Adopted by Resolution to appoint Deborah Barno, Rick Braun III, Sean Donovan, Benjamin Galliway, Scott Hunter, Jim Kubicina, and James Nachtman to the Deer Management Advisory Committee, each for a one-year term to expire on December 31, 2026. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Mungiola, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0291-2025

**Resolved**, that the Rochester Hills City Council appoints Deborah Barno, Rick Braun, Sean Donovan, Ben Galliway, Scott Hunter, Jim Kubicina, and James Nachtman to the Deer Management Advisory Committee, each to serve a one-year term expiring December 31, 2026.

**2025-0512** Nomination/Appointment of three (3) Citizen Representatives to the Green Space Advisory Board, each for a three-year term to expire December 31, 2028

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Bosler CQ.pdf](#)  
[Braun III CQ.pdf](#)  
[Bruce CQ.pdf](#)  
[Connors CQ.pdf](#)  
[Donovan, Max CQ.pdf](#)  
[Duperon CQ.pdf](#)  
[Galliway CQ.pdf](#)  
[Hunter CQ.pdf](#)  
[Iyer CQ.pdf](#)  
[Lynam CQ.pdf](#)  
[Lyons, CQ.pdf](#)  
[McGunn CQ.pdf](#)  
[Pohl CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

*Vice President Carlock stated that Council is requested to appoint three Citizen Representatives to the Green Space Advisory Board, each for a three-year term to expire December 31, 2028.*

**Vice President Carlock Opened the Floor for Nominations.**

*Mr. Blair nominated Richard Bosler, Joe Bruce, and Jeffrey Duperon.*

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

*Vice President Carlock announced that Richard Bosler, Joe Bruce, and Jeffrey Duperon would be appointed to the Green Space Advisory Board.*

A motion was made by Mungioli, seconded by Neubauer, to appoint Richard Bosler, Joe Bruce, and Jeff Duperon to the Green Space Advisory Board, each for a three-year term to expire on December 31, 2028. The motion carried by the following vote:

**Aye** 7 - Blair, Carlock, Mungioli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0292-2025

**Resolved**, that the Rochester Hills City Council appoints Richard Bosler, Joe Bruce, and Jeffrey Duperon to the Green Space Advisory Board, each to serve a three-year term expiring December 31, 2028.

**2025-0513** Nomination/Appointment of four (4) Citizen Representatives to the Historic Districts Commission, each for a three-year term to expire December 31, 2028

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Braun III CQ.pdf](#)  
[Dow CQ.pdf](#)  
[Eberle CQ.pdf](#)  
[Elias CQ.pdf](#)  
[Galliway CQ.pdf](#)  
[Hunter CQ.pdf](#)  
[Lassner CQ.pdf](#)  
[Lynam CQ.pdf](#)  
[Lyons, CQ.pdf](#)  
[Morlan, Carol CQ.pdf](#)  
[Paille CQ.pdf](#)  
[Pinkham CQ.pdf](#)  
[Pohl CQ.pdf](#)  
[Tischer CQ.pdf](#)  
[Yates CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

***Vice President Carlock*** stated that Council is requested to appoint four Citizen Representatives to the Historic Districts Commission, each for a three-year term to expire December 31, 2028.

**Vice President Carlock Opened the Floor for Nominations.**

***Ms. Mungioli*** shared that she did not sit on the Historic Districts Commission but reached out to Julie Granthen, one of the leaders of the Commission, to ask her for advice. She explained that Yousif Elias, Kelly Lyons, and Charles Tischer have requested to be reappointed, and she nominated these three individuals, as well as Carol Morlan, who served on the Committee when she was a resident prior to joining Council.

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

***Vice President Carlock*** announced that Yousif Elias, Kelly Lyons, Carol Morlan, and Charles Tischer would be appointed to the Historic Districts Commission.

A motion was made by Neubauer, seconded by Mungoli, to appoint Yousif Elias, Kelly Lyons, Carol Morlan, and Charles ("Chip") Tischer to the Historic Districts Commission, each for a three-year term to expire on December 31, 2028. The motion carried by the following vote:

**Aye** 7 - Blair, Carlock, Mungoli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0293-2025

**Resolved**, that the Rochester Hills City Council appoints Yousif Elias, Kelly Lyons, Carol Morlan, and Charles Tischer to the Historic Districts Commission, each to serve a three-year term expiring December 31, 2028.

**2025-0514** Nomination/Appointment of four (4) Citizen Representatives to the Historic Districts Study Committee, each for a two-year term to expire December 31, 2027

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Dow CQ.pdf](#)  
[Eberle CQ.pdf](#)  
[Ferry CQ.pdf](#)  
[Lassner CQ.pdf](#)  
[Lemanski CQ.pdf](#)  
[Thompson CQ.pdf](#)  
[Yates CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

*Vice President Carlock stated that Council is requested to appoint four Citizen Representatives to the Historic Districts Study Committee, each for a two-year term to expire December 31, 2027.*

**Vice President Carlock Opened the Floor for Nominations.**

*Ms. Mungoli noted that the four individuals who are currently serving on this committee would like to be reappointed, and nominated Janis Ferry, Caralyce Lassner, Bryan Lemanski, and Jason Thompson.*

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

*Vice President Carlock announced that Janis Ferry, Caralyce Lassner, Bryan Lemanski, and Jason Thompson would be appointed to the Historic Districts Study Committee.*

A motion was made by Neubauer, seconded by Mungoli, that this matter be Adopted by Resolution to appoint Janis Ferry, Caralyce Lassner, Bryan Lemanski, and Jason Thompson to the Historic Districts Study Committee, each for a two-year term to expire on December 31, 2027. The motion carried by the following vote:

**Aye** 7 - Blair, Carlock, Mungoli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0294-2025

**Resolved**, that the Rochester Hills City Council appoints Janis Ferry, Caralyce Lassner,

Bryan Lemanski, and Jason Thompson to the Historic Districts Study Committee, each to serve a two-year term to expire December 31, 2027.

- 2025-0515** Nomination/Appointment of two (2) Citizen Representatives to the Human Resources Technical Review Committee, each for a one-year term to expire December 31, 2026

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Donovan, Max CQ.pdf](#)  
[Dow CQ.pdf](#)  
[Hooper CQ.pdf](#)  
[Iyer CQ.pdf](#)  
[Lynam CQ.pdf](#)  
[Morlan CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

***Vice President Carlock*** stated that Council is requested to appoint two Citizen Representatives to the Human Resources Technical Review Committee, each for a one-year term to expire December 31, 2026.

**Vice President Carlock Opened the Floor for Nominations.**

***Ms. Munglioli*** shared that she serves on the HRTRC, which meets once or twice a year to discuss salary and benefit changes that the City proposes as part of the budget. She reported that Sharon Dow and Greg Hooper have been the two representatives on this committee and have requested to be reappointed, and nominated these two individuals.

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

***Vice President Carlock*** announced that Sharon Dow and Greg Hooper would be appointed to the Human Resources Technical Review Committee.

**A motion was made by Munglioli, seconded by Neubauer, that this matter be Adopted by Resolution to appoint Sharon Dow and Greg Hooper to the Human Resources Technical Review Committee, each for a one-year term to expire on December 31, 2026. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Munglioli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0295-2025

***Resolved***, that the Rochester Hills City Council appoints Sharon Dow and Greg Hooper to the Human Resources Technical Review Committee, each to serve a one-year term to expire December 31, 2026.

**2025-0516** Nomination/Appointment of two (2) Citizen Representatives to the Liquor License Technical Review Committee, each for a one-year term to expire December 31, 2026

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Campbell CQ.pdf](#)  
[Deel CQ.pdf](#)  
[Donovan, Max CQ.pdf](#)  
[Hooper CQ.pdf](#)  
[Kaszubski CQ.pdf](#)  
[McCurdy CQ.pdf](#)  
[Morlan CQ.pdf](#)  
[Najjar CQ.pdf](#)  
[Ogden CQ.pdf](#)  
[Swider CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

***Vice President Carlock** stated that Council is requested to appoint two Citizen Representatives to the Liquor License Technical Review Committee, each for a one-year term to expire December 31, 2026.*

**Vice President Carlock Opened the Floor for Nominations.**

***Mr. Blair** shared that he serves on this committee, and thanked Brian McCurdy, who is leaving the committee, for his service. He nominated Ryan Deel and Greg Hooper.*

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

***Vice President Carlock** announced that Ryan Deel and Greg Hooper would be appointed to the Liquor License Technical Review Committee.*

**A motion was made by Mungiola, seconded by Mannino, that this matter be Adopted by Resolution to appoint Ryan Deel and Greg Hooper to the Liquor License Technical Review Committee, each for a one-year term to expire on December 31, 2026. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Mungiola, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0296-2025

**Resolved**, that the Rochester Hills City Council appoints Ryan Deel and Greg Hooper to the Liquor License Technical Review Committee, each to serve a one-year term to expire December 31, 2026.

**2025-0517** Nomination/Appointment of two (2) Citizen Representatives to the OPC Social & Activity Center Committee, each for a three-year term to expire December 31, 2028

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Campbell CQ.pdf](#)  
[Dow CQ.pdf](#)  
[Ferry CQ.pdf](#)  
[Grashik CQ.pdf](#)  
[Malhotra CQ.pdf](#)  
[Morlan CQ.pdf](#)  
[Paille CQ.pdf](#)  
[Sommers CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

***Vice President Carlock*** stated that Council is requested to appoint two Citizen Representatives to the OPC Social & Activity Center Committee, each for a three-year term to expire December 31, 2028.

**Public Comment:**

***Edith Grashik***, 1633 Glen Meadow Ct, voiced her desire to be on the OPC Social & Activity Center Committee. She shared that she has been attending the Board meetings for over a year now, and praised several offerings of the OPC, including trips, aqua Zumba, and balance classes. She emphasized that she would like to be a good steward for the City and the people who use the OPC.

**Vice President Carlock Opened the Floor for Nominations.**

***Ms. Mungioli*** thanked Ms. Grashik for coming to make a comment on this item, pointing out that it is rare for a resident to come forward and express their interest in being on a committee. Honoring a request for continued leadership of the Board, she nominated Carol Morlan and Micheline Sommers, but stated that if there is an opening next time, it would be great to have Ms. Grashik on the Board.

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

***Vice President Carlock*** announced that Carol Morlan and Micheline Sommers would be appointed to the OPC Social & Activity Center Committee.

He voiced his appreciation for Ms. Grashik's willingness to serve, and encouraged her to continue attending the meetings.

A motion was made by Mannino, seconded by Neubauer, that this matter be Adopted by Resolution to appoint Carol Morlan and Micheline Sommers to the OPC Social & Activity Center Committee, each for a three-year term to expire on December 31, 2028. The motion carried by the following vote:

**Aye** 7 - Blair, Carlock, Mungiola, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0297-2025

**Resolved**, that the Rochester Hills City Council appoints Carol Morlan and Micheline Sommers to the OPC Social & Activity Center Committee, each to serve a three-year term to expire December 31, 2028.

**2025-0518** Nomination/Appointment of seven (7) Citizen Representatives to the Public Safety & Infrastructure Technical Review Committee, each for a one-year term to expire December 31, 2026

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Bosler CQ.pdf](#)  
[Braun III CQ.pdf](#)  
[Donovan, Max CQ.pdf](#)  
[Dow CQ.pdf](#)  
[Duperon CQ.pdf](#)  
[Eberle CQ.pdf](#)  
[Galliway CQ.pdf](#)  
[Garvey CQ.pdf](#)  
[Ghayas CQ.pdf](#)  
[Graves CQ.pdf](#)  
[Hooper CQ.pdf](#)  
[Iyer CQ.pdf](#)  
[Morris CQ.pdf](#)  
[Struzik CQ.pdf](#)  
[Swider CQ.pdf](#)  
[Tokarski CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Vice President Carlock** stated that Council is requested to appoint seven Citizen Representatives to the Public Safety & Infrastructure Technical Review Committee, each for a one-year term to expire December 31, 2026.

**Vice President Carlock Opened the Floor for Nominations.**

**Ms. Neubauer** shared that although she does not serve on this committee, she has had the pleasure of working with several of the Citizen Representatives on other committees. She nominated Sharon Dow, Ben Galliway, Jayson Graves, Greg Hooper, Heidi Morris, Scott Struzik, and James Tokarski.

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

**Vice President Carlock** announced that Sharon Dow, Ben Galliway, Jayson Graves, Greg Hooper, Heidi Morris, Scott Struzik, and James Tokarski would be appointed to the Public Safety & Infrastructure Technical Review Committee.

**A motion was made by Mannino, seconded by Blair, that this matter be Adopted by Resolution to appoint Sharon Dow, Benjamin Gallaway, Jayson Graves, Greg Hooper, Heidi Morris, Scott Struzik, and James Tokarski to the Public Safety and Infrastructure Technical Review Committee, each for a one-year term to expire on December 31, 2026. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Mungiola, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0298-2025

**Resolved**, that the Rochester Hills City Council appoints Sharon Dow, Ben Gallaway, Jayson Graves, Greg Hooper, Heidi Morris, Scott Struzik, and James Tokarski to the Public Safety & Infrastructure Technical Review Committee, each to serve a one-year term to expire December 31, 2026.

**2025-0519** Nomination/Appointment of one (1) Citizen Representative to the Rochester Hills Museum Foundation for a two-year term to expire December 31, 2027

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Dow CQ.pdf](#)  
[Duperon CQ.pdf](#)  
[Eberle CQ.pdf](#)  
[Ferry CQ.pdf](#)  
[Iyer CQ.pdf](#)  
[Lynam CQ.pdf](#)  
[Morlan CQ.pdf](#)  
[Pixley CQ.pdf](#)  
[Swider CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

***Vice President Carlock stated that Council is requested to appoint one Citizen Representative to the Rochester Hills Museum Foundation for a two-year term to expire December 31, 2027.***

***Vice President Carlock Opened the Floor for Nominations.***

***Ms. Neubauer nominated Vern Pixley, noting that he has expressed interest in being reappointed.***

***Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.***

***Vice President Carlock announced that Vern Pixley would be appointed to the Rochester Hills Museum Foundation.***

**A motion was made by Mungiola, seconded by Blair, that this matter be Adopted by Resolution to appoint Vern Pixley to the Rochester Hills Museum Foundation for a two-year term to expire on December 31, 2027. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Mungiola, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0299-2025

**Resolved**, that the Rochester Hills City Council appoints Vern Pixley to the Rochester

Hills Museum Foundation to serve a two-year term to expire December 31, 2027.

- 2025-0520** Nomination/Appointment of Ken Elwert as Delegate and Russ George as Alternate to the Trailways Commission, each for a one-year term to expire December 31, 2026

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Elwert CQ.pdf](#)  
[George CQ.pdf](#)  
[Resolution \(Draft\).pdf](#)

***Vice President Carlock stated that Council is requested to appoint Ken Elwert as Delegate and Russ George as Alternate to the Trailways Commission, each for a one-year term to expire December 31, 2026.***

**Vice President Carlock Opened the Floor for Nominations.**

***Ms. Mannino nominated Ken Elwert as Delegate and Russ George as Alternate to the Trailways Commission.***

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

***Vice President Carlock announced that Ken Elwert has been appointed as Delegate and Russ George has been appointed as Alternate to the Trailways Commission.***

**A motion was made by Mungoli, seconded by Neubauer, that this matter be Adopted by Resolution to appoint Ken Elwert as Delegate and Russ George as Alternate to the Trailways Commission, each for a one-year term to expire on December 31, 2026. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Mungoli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0300-2025

***Resolved***, that the Rochester Hills City Council appoints Ken Elwert as Delegate and Russ George as Alternate to the Trailways Commission, each to serve a one-year term to expire December 31, 2026.

- 2025-0521** Nomination/Appointment of five (5) Citizen Representatives to the Water System Advisory Council, each for a one-year term to expire December 31, 2026

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form.pdf](#)  
[Bosler CQ.pdf](#)  
[Duperon CQ.pdf](#)  
[Garvey CQ.pdf](#)  
[Hennessy CQ.pdf](#)  
[Hooper CQ.pdf](#)  
[Hurst CQ.pdf](#)  
[Iyer CQ.pdf](#)  
[Malhotra CQ.pdf](#)  
[Paille CQ.pdf](#)  
[Yates CQ.pdf](#)  
[Notice of Vacancy.pdf](#)  
[Resolution \(Draft\).pdf](#)

***Vice President Carlock** stated that Council is requested to appoint five Citizen Representatives to the Water System Advisory Council, each for a one-year term to expire December 31, 2026.*

**Vice President Carlock Opened the Floor for Nominations.**

***Ms. Munglioli** commented that the Water System Advisory Council is an important committee for the City, as it discusses the water and sewer rates. She nominated Ryan Garvey, Greg Hooper, Philip Hurst, Chander Malhotra, and John Paille.*

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

***Vice President Carlock** announced that Ryan Garvey, Greg Hooper, Philip Hurst, Chander Malhotra, and John Paille would be appointed to the Water System Advisory Council.*

**A motion was made by Mannino, seconded by Limberg, that this matter be Adopted by Resolution to appoint Ryan Garvey, Greg Hooper, Philip Hurst, Chander Malhotra, and John Paille to the Water System Advisory Council, each for a one-year term to expire on December 31, 2026. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Munglioli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0301-2025

**Resolved**, that the Rochester Hills City Council appoints Ryan Garvey, Greg Hooper, Philip Hurst, Chander Malhotra, and John Paille to the Water System Advisory Council, each to serve a one-year term to expire December 31, 2026.

**Election of City Council President and Vice-President**

- 2025-0522** Election of City Council President for a one-year term to expire December 6,

2026

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form - Pres.pdf](#)  
[Election Procedure - Roberts Rules.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Vice President Carlock Opened the Floor for Nominations.**

**Mr. Blair** nominated Vice President Carlock.

**Ms. Mungoli** shared that last year, she supported Vice President Carlock for Vice President so that they could have somebody on Council who could take their previous knowledge and experience and lead Council into the future. She expressed her admiration of Vice President Carlock's leadership, and seconded the nomination.

**Ms. Neubauer** praised Vice President Carlock's leadership, strategy, and heart for the City, and echoed her support for his appointment to City Council President.

**Seeing No Further Nominations, Vice President Carlock Closed the Floor for Nominations.**

**Vice President Carlock** announced that he will be appointed to serve as City Council President for 2026, and thanked his fellow Council Members. He shared that he hopes to continue leading in a way that makes City Council, the administration, and the residents of Rochester Hills proud.

**A motion was made by Mungoli, seconded by Neubauer, that this matter be Adopted by Resolution to appoint Jason Carlock as City Council President for a one-year term to expire on December 6, 2026. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Mungoli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0302-2025

**Resolved**, that the Rochester Hills City Council appoints Jason Carlock as City Council President for a term to expire December 6, 2026.

**2025-0523** Election of City Council Vice-President for a one-year term to expire December 6, 2026

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Nomination Form - Vice-Pres.pdf](#)  
[Election Procedure - Roberts Rules.pdf](#)  
[Resolution \(Draft\).pdf](#)

**President Carlock Opened the Floor for Nominations.**

**Ms. Neubauer** nominated Theresa Mungoli, noting that she has been serving on City Council for six years and serves on numerous committees. She added that Ms. Mungoli has a great depth of knowledge and is a wonderful leader.

**Mr. Blair** called attention to Ms. Mungoli's attention to detail and expert

*knowledge of parliamentary procedure, and seconded the nomination.*

**Seeing No Further Nominations, President Carlock Closed the Floor for Nominations.**

**President Carlock** announced that Theresa Mungoli will be appointed to serve as City Council Vice President for 2026.

**A motion was made by Neubauer, seconded by Blair, that this matter be Adopted by Resolution to appoint Theresa Mungoli as City Council Vice President for a one-year term to expire on December 6, 2026. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Mungoli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0303-2025

**Resolved**, that the Rochester Hills City Council appoints Theresa Mungoli as City Council Vice-President for a term to expire December 6, 2026.

### **Council Appointment to Independent Boards and Commissions**

**2025-0524** Appointment of one (1) City Council Member to the Advisory Traffic & Safety Board for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form - ATSB.pdf](#)

**Appointed Bradley Limberg to the Advisory Traffic and Safety Board for a one-year term to expire on December 6, 2026.**

**2025-0525** Appointment of one (1) City Council Member to Avondale Youth Assistance for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form - Avondale Youth Assistance.pdf](#)

**Appointed Mark Skelcy to the Avondale Youth Assistance for a one-year term to expire on December 6, 2026.**

**2025-0526** Appointment of one (1) City Council Member to the Board of Trustees to the Retiree Health Care Trust for one-year term to expire December 6, 2026

**Attachments:** [Nomination Form - Board of Trustees to the Retiree Health Care Trust.pdf](#)

**Appointed Diana Mannino to the Board of Trustees to the Retiree Health Care Trust for a one-year term to expire on December 6, 2026.**

**2025-0527** Appointment of one (1) City Council Member to the Brownfield Redevelopment Authority for one-year term to expire December 6, 2026

**Attachments:** [Nomination Form - Brownfield Redevelopment Authority.pdf](#)

**Appointed Diana Mannino to the Brownfield Redevelopment Authority for a one-year term to expire on December 6, 2026.**

**2025-0528** Appointment of one (1) City Council Member to the Board of Trustees to the Van

Hoosen Jones Stoney Creek Cemetery for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form - Board of Trustees to VHJ SC Cem Trust.pdf](#)

**Appointed David Blair to the Board of Trustees to the Van Hoosen Jones Stoney Creek Cemetery for a one-year term to expire on December 6, 2026.**

**2025-0529** Appointment of one (1) City Council Member to the Mayor's Advisory Committee on Diversity & Inclusion for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form -Mayor's Advisory Committee on Diversity & Inclusion.pdf](#)

**Appointed David Blair to the Mayor's Advisory Committee on Diversity & Inclusion for a one-year term to expire on December 6, 2026.**

**2025-0530** Appointment of one (1) City Council Member to the Green Space Advisory Board for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form -Green Space Advisory Board.pdf](#)

**Appointed Jason Carlock to the Green Space Advisory Board for a one-year term to expire on December 6, 2026.**

**2025-0531** Appointment of one (1) City Council Member to the Green Space Perpetual Care Trust for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form -Green Space Perpetual Care Trust.pdf](#)

**Appointed Jason Carlock to the Green Space Perpetual Care Trust for a one-year term to expire on December 6, 2026.**

**2025-0532** Appointment of one (1) City Council Member to the Board of Trustees to the Rochester Hills Museum Foundation for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form -Board of Trustees to the Rochester Hills Museum Foundation.pdf](#)

**Appointed Diana Mannino to the Board of Trustees to the Rochester Hills Museum Foundation for a one-year term to expire on December 6, 2026.**

**2025-0533** Appointment of one (1) City Council Member to the Naming Standing Committee for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form -Naming Standing Committee.pdf](#)

**Appointed David Blair to the Naming Standing Committee for a one-year term to expire on December 6, 2026.**

**2025-0534** Appointment of two (2) City Council Members to the OPC Social & Activity Center Committee each for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form -OPC.pdf](#)

**Appointed Diana Mannino and Theresa Mungoli to the OPC Social and Activity Center Committee (formerly known as the Older Persons' Commission), each for a one-year term to expire on December 6, 2026.**

**2025-0535** Appointment of one (1) City Council Member to the Personnel Board for a two (2) year term to expire on November 14, 2027

**Attachments:** [121525 Agenda Summary.pdf](#)  
[Chapter 82 Personnel Ordinance Amendments.pdf](#)  
[Nomination Form -Personnel Board.pdf](#)  
[081125 Adopted Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Appointed Marvie Neubauer to the Personnel Board for a two-year term to expire on November 14, 2027.**

Enactment No: RES0326-2025

**2025-0536** Appointment of two (2) City Council Members to the Pine Trace Committee for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form -Pine Trace Committee.pdf](#)

**Appointed David Blair and Bradley Limberg to the Pine Trace Committee, each for a one-year term to expire on December 6, 2026.**

**2025-0537** Appointment of one (1) City Council Member to the Planning Commission for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form -Planning Commission.pdf](#)

**Appointed Marvie Neubauer to the Planning Commission for a one-year term to expire on December 6, 2026.**

**2025-0538** Appointment of one (1) City Council Member to the Rochester Area Youth Assistance (RAYA) for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -RAYA.pdf](#)

**Appointed Bradley Limberg to the Rochester Area Youth Assistance (RAYA) for a one-year term to expire on December 6, 2026.**

**2025-0539** Appointment of one (1) City Council Member to the Rochester Hills Government Youth Council for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -RHGYC.pdf](#)

**Appointed Marvie Neubauer to the Rochester Hills Government Youth Council for a one-year term to expire on December 6, 2026.**

**2025-0540** Appointment of one (1) City Council Member to the Rochester/Auburn Hills Community Coalition for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -Rochester-Auburn Hills Community Coalition.pdf](#)

**Appointed Mark Skelcy to the Rochester/Auburn Hills Community Coalition for a one-year term to expire on December 6, 2026.**

- 2025-0541** Appointment of one (1) City Council Member to the Rochester Avon Recreation Authority (RARA) for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -RARA.pdf](#)

**Appointed Theresa Mungioli to the Rochester Avon Recreation Authority (RARA) for a one-year term to expire on December 6, 2026.**

- 2025-0542** Appointment of three (3) City Council Members to the Sister City/Auburn Hills Committee for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form -Sister City-Auburn Hills Committee.pdf](#)

**Appointed Jason Carlock, Bradley Limberg, and Mark Skelcy to the Sister City/Auburn Hills Committee, each for a one-year term to expire on December 6, 2026.**

- 2025-0543** Appointment of three (3) City Council Members to the Sister City/Rochester Committee for a one-year term to expire December 6, 2026

**Attachments:** [Nomination Form -Sister City-Rochester Committee.pdf](#)

**Appointed David Blair, Theresa Mungioli and Mark Skelcy to the Sister City/Rochester Committee, each for a one-year term to expire on December 6, 2026.**

- 2025-0544** Appointment of two (2) City Council Members to the Southeastern Oakland County Resources Recovery Authority (SOCCRA), each for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -SOCCRA.pdf](#)

**Appointed Jason Carlock and Mark Skelcy to the Southeastern Oakland County Resources Recovery Authority (SOCCRA), each for a one-year term to expire on December 6, 2026.**

- 2025-0545** Appointment of City Council Members as one (1) Delegate and one (1) Alternate to the Trailways Commission, each for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -Trailways Commission.pdf](#)

**Appointed Diana Mannino as Delegate and Mark Skelcy as Alternate to the Trailways Commission, each for a one-year term to expire on December 6, 2026.**

- 2025-0546** Appointment of one (1) City Council Member - Zoning/Sign Board of Appeals for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -ZBA.pdf](#)

**Appointed Marvie Neubauer to the Zoning/Sign Board of Appeals for a one-year term to expire on December 6, 2026.**

- 2025-0558** Appointment of one (1) City Council Member to SEMCOG Alternate for a two-year term to expire November 14, 2027

**Attachments:** [Nomination Form -SEMCOG.pdf](#)

**Appointed Mark Skelcy to SEMCOG Alternate for a two-year term to expire on November 14, 2027.**

### **Council Appointments to Technical Review Committees**

- 2025-0547** Appointment of one (1) City Council Member to the Capital Improvement Project for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form - Capital Improvement Project.pdf](#)

**Appointed Diana Mannino to the Capital Improvement Project for a one-year term to expire on December 6, 2026.**

- 2025-0548** Appointment of one (1) City Council Member to the Cemetery Citizen Advisory Technical Review Committee for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form - Cemetery Citizens Advisory TRC.pdf](#)

**Appointed David Blair to the Cemetery Citizens Advisory Technical Review Committee for a one-year term to expire on December 6, 2026.**

- 2025-0549** Appointment of two (2) City Council Members to the Deer Management Advisory Committee (DMAC), each for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form - Deer Management Advisory Committee.pdf](#)

**Appointed Theresa Mungioli and Mark Skelcy to the Deer Management Advisory Committee, each for a one-year term to expire on December 6, 2026.**

- 2025-0550** Appointment of two (2) to three (3) City Council Members to the Human Resources Technical Review Committee, each for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form - Human Resources TRC.pdf](#)

**Appointed Jason Carlock, Bradley Limberg, and Theresa Mungioli to the Human Resources Technical Review Committee, each for a one-year term to expire on December 6, 2026.**

- 2025-0551** Appointment of two (2) to three (3) City Council Members to the Liquor License Technical Review Committee, each for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -Liquor License TRC.pdf](#)

**Appointed David Blair, Jason Carlock, and Bradley Limberg to the Liquor License Technical Review Committee, each for a one-year term to expire on December 6, 2026.**

- 2025-0552** Appointment of two (2) City Council Members to the Public Safety and Infrastructure Technical Review Committee, each for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -Public Safety and Infrastructure TRC.pdf](#)

**Appointed Jason Carlock and Bradley Limberg to the Public Safety and Infrastructure Technical Review Committee, each for a one-year term to expire on December 6, 2026.**

- 2025-0553** Appointment of three (3) City Council Members to the Strategic Planning and Policy Review Committee, each for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -Strategic Planning and Policy Review Committee.pdf](#)

**Appointed David Blair, Diana Mannino, and Theresa Munglioli to the Strategic Planning and Policy Review Committee, each for a one-year term to expire on December 6, 2026.**

- 2025-0554** Appointment of two (2) to three (3) City Council Members to the Water System Advisory Council, each for a one-year term to expire on December 6, 2026

**Attachments:** [Nomination Form -Water System Advisory Council.pdf](#)

**Appointed Jason Carlock, Bradley Limberg, and Diana Mannino to the Water System Advisory Council, each for a one-year term to expire on December 6, 2026.**

- 2025-0555** Resolution to Appoint City Council Members to Boards, Commissions and Technical Review Committees

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

***Mr. Blair commented that he has to say goodbye to one of his favorite committees: the Advisory Traffic & Safety Board. He shared that he has served on it for six years, and thanked Chairperson Carl Moore, Scott Hunter, Jeff Lanier, Bryan Lemanski, Tom Pozolo, Julie Rogalski, and Terry Schafer.***

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

**Aye** 7 - Blair, Carlock, Munglioli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0304-2025

**Resolved**, that the Rochester Hills City Council Members are hereby appointed to the Independent Boards, Commissions and Technical Review Committees stated above.

## NEW BUSINESS

**2025-0509** Request for Acceptance of Engineer's Report for the proposed Special Assessment District (SAD) paving project of Childress Avenue and Enid Street

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Engineer Report Childress and Enid.pdf](#)  
[Draft SAD Assessment Roll Childress.pdf](#)  
[Childress Engineer Estimate.pdf](#)  
[Childress Ave SAD Map.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Tracey Balint**, Interim DPS Director/City Engineer, **Laurie Taylor**, Assessing Director, and **Karen Somerville**, Deputy Assessing Director, were present.

**Ms. Balint** stated that they are bringing forward two SAD projects, and the current item pertains to the Childress Avenue and Enid Street SAD paving project. She noted that the gravel road is located on the west side of Rochester Road in Section 15. She explained that this project started with an initial public information meeting in November 2023 and has followed the SAD process per the City's policy, and there are nine properties in the proposed SAD. She shared that they are here tonight to present the Engineer's Report, which outlines the history, scope of work, and estimated costs related to the paving project. She added that the draft assessment roll is also attached, and stated that their request is for City Council to accept the Engineer's Report and set the public hearing on the necessity for this project for December 15th, 2025.

**Vice President Mungoli** thanked Ms. Balint, Ms. Taylor, and Ms. Somerville for bringing this item forward, noting that it has been in the works for at least a year. She requested confirmation that accepting the Engineer's Report will not commit the City to any contractor to build a road or apply the SAD assessment to the homeowners yet.

**Ms. Balint** confirmed Vice President Mungoli's understanding, explaining that if City Council accepts the Engineer's Report and schedules the public hearing, which they are recommending for December 15th, then Council could discuss the matter at that time. She added that Council would also maintain the authority to approve or deny the construction contract when it is eventually brought forth.

**Vice President Mungoli** explained to the new Council Members that there is a certain percentage of impacted residents who must sign a petition agreeing to have the street in front of them paved, knowing they will pay a certain amount. She inquired how the assessment is determined. She also questioned whether there are any other factors they must consider beyond the public hearing on December 15th.

**Ms. Somerville** responded that the assessment is based on per buildable site and that even uninhabited or empty lots are subject to the SAD if they are deemed buildable. She also explained that the project costs are shared between the homeowners and the City and that homeowners are granted a 15-year repayment period, with the option to pay the balance in full or via annual installments. She

*specified that these are billed as special assessments starting in April of the project year, with a June 1st deadline before interest begins to accrue on annual payment plans.*

***Ms. Mannino** requested further explanation of the specific methodology used to calculate the resident assessment. She questioned whether the current cost-sharing split is mandated by State law or established through local procedure, noting that the division of costs between the City and the residents does not follow a simple 50/50 ratio.*

***Ms. Somerville** shared that the assessment structure is dictated by the City's special assessment district policy.*

***Ms. Taylor** added that City Council established a base assessment of \$12,000 in 2017, and this base is adjusted annually for inflation, bringing the current assessment cap to just over \$15,000 per unit.*

***Ms. Mannino** inquired about residents' ability to reconsider the project, mentioning that the initial petitions were signed quite some time ago.*

***Ms. Somerville** explained that residents have the right to request from the City a petition in favor of halting the project, and if they can successfully secure signatures from 50% of the impacted property owners opposing the project, the SAD process would be terminated.*

**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, Mungioli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0305-2025

**Whereas**, The Department of Public Services requests Rochester Hills City Council to accept the Engineer's Report for the proposed paving project of Childress Avenue and Enid Street, City File Number E23-032.

**Resolved**, that the Rochester Hills City Council, on behalf of the City of Rochester Hills, hereby accepts the Engineer's Report for the proposed paving project of Childress Avenue and Enid Street and set the date of December 15, 2025 for the public hearing on necessity for the project.

**2025-0510** Request for Acceptance of Engineer's Report for the proposed Special Assessment District (SAD) paving project of Dunning Road

**Attachments:** [011226 Agenda Summary.pdf](#)  
[SAD Policy.pdf](#)  
[120125 Agenda Summary.pdf](#)  
[Engineer Report Dunning.pdf](#)  
[Draft SAD Assessment Roll Dunning.pdf](#)  
[Dunning Curb Estimate.pdf](#)  
[Dunning Rd SAD Aerial Map.pdf](#)  
[120125 Resolution \(Draft\).pdf](#)  
[Resolution \(Draft\).pdf](#)  
[Revised Resolution \(Draft\).pdf](#)

**Tracey Balint**, Interim DPS Director/City Engineer, **Laurie Taylor**, Assessing Director, and **Karen Somerville**, Deputy Assessing Director, were present.

**Ms. Balint** presented the Dunning Road SAD paving project, sharing that it covers one portion of Dunning Road east of Eastwood Drive in Section 31 of the City. She commented that similar to the previously discussed item, this project started with an initial public information meeting in October 2023 and has followed the SAD process per the City's policy, and there are nine properties within the proposed SAD. She added that they have attached the Engineer's Report and the draft assessment roll and that their request is for City Council to accept the Engineer's Report and set the public hearing on the necessity for this project for December 15th, 2025.

**Public Comment:**

**Janice McCoury**, 3451 Dunning, voiced her opposition to paving only nine houses, and pointed out that residents would still have to drive on dirt road to exit the subdivision. She also brought up financial concerns, commenting that her taxes would go up by \$1,000-\$2,000 per year.

**Council Discussion:**

**Mr. Blair** requested clarification regarding which section of Dunning would be paved.

**Ms. Balint** clarified that it would be only the end portion of Dunning, east of Eastwood.

**Mr. Blair** questioned why the City would pave only that segment, pointing out that there would be tremendous economies of scale to pave the whole road.

**Ms. Balint** explained that the residents supported a petition and that this item met the requirements of the SAD policy. She added that she was not involved in the initial request back in 2023, but reported that the part that received the appropriate support was just this portion of Dunning.

**Ms. Neubauer** inquired whether they could table this item until they address the concerns surrounding this project.

**Ms. Taylor** noted that what they are requesting tonight is City Council's acceptance of the report and the setting of a public hearing, which would allow for further discussion in two weeks.

**Ms. Neubauer** explained that City Council received a report for a specific portion of Dunning Road, and emphasized that evaluating a more comprehensive report for a larger area would be beneficial. She argued that this would better allow them to determine the extent of road to pave.

**Ms. Taylor** shared that special assessment districts are spearheaded by residents; the City does not promote them or ask residents to participate in them. She added that the residents in this area included Eastwood in their request but did not get

*support from that street.*

**Ms. Neubauer** proposed that Council postpone this item to an indeterminate date and reach out to Ms. McCoury and answer her questions. She underscored that knowing the potential economies of scale that could be obtained with a larger area is important.

**Vice President Mungoli** requested confirmation that the consultant will get paid, and questioned whether the City has a schedule for paving roads independent of the SAD process. She also inquired whether expanding the scope of the SAD for the current project would impact Capital Improvement Projects, street projects, or budget requests for the next three years.

**Ms. Balint** confirmed that the consultant will get paid, as their contract was approved in the spring, and noted that due to cost, the City does not have a list of proposed roads for paving. She also explained that while expanding the SAD might decrease the City's proportional share per resident, it would not lower the costs for the individual property owners, as they are already at a capped amount per parcel.

**Vice President Mungoli** inquired what would happen if Council does not postpone this item tonight and simply denies it.

**Ms. Balint** responded that the process would start over.

**Ms. Somerville** added that the residents would not have to undergo a waiting period to bring forth another petition. She detailed that if the project were expanded, the residents would be required to start over and secure a petition with 60% plus one of the votes from the affected homeowners.

**Vice President Mungoli** requested confirmation that whether the SAD includes nine residents or twenty, the cost to each homeowner remains capped at approximately \$15,000, and consequently, expanding the project would primarily increase the City's financial obligation beyond the currently projected \$350,000.

**Ms. Somerville** confirmed Vice President Mungoli's understanding.

**Mr. Blair** shared that he found this SAD in the CIP, and raised further concern.

**Ms. Balint** clarified that once they start the SAD process, DPS puts it in the CIP as a placeholder, but it is still resident-driven.

**Mr. Blair** voiced his desire to see a map or an exact percentage of the road that will be paved on that page in the CIP. He underscored that he would never want a project like this to be approved and that having more information in the CIP would be helpful.

**Ms. Taylor** commented that Council could have denied the petitions two years ago.

**Ms. Neubauer** made a formal motion to postpone this item to a date to be

*determined by City staff and City Council after questions posed on the record have been considered, analyzed, and satisfied.*

**Attorney Christ** confirmed that that is a valid motion and provides sufficient direction to staff.

**A motion was made by Neubauer, seconded by Mungiolli, that this matter be Postponed by Resolution to a date to be determined by City Staff and City Council after questions posed are answered. The motion carried by the following vote:**

**Aye** 7 - Blair, Carlock, Mungiolli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0008-2026

**Whereas**, The Department of Public Services requests Rochester Hills City Council accept the Engineer's Report for the proposed paving project of Dunning Road, east of Eastwood Drive, City File Number E23-028.

**Resolved**, that the Rochester Hills City Council, on behalf of the City of Rochester Hills, hereby accepts the Engineer's Report for the proposed paving project of Dunning Road, east of Eastwood Drive and set the date of December 15, 2025 for the public hearing on necessity for the project.

**(Ms. Neubauer exited at 8:30 p.m.)**

**2025-0506** Request for Purchase Authorization - MIS: Project Budget for purchase of equipment, supplies, and software in the amount not-to-exceed \$186,000.00 through December 31, 2026; State Contracts, National Cooperative Contracts and Other Supply Sources

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Rochelle Lyon**, Information Systems Director, presented a budget request of \$186,000 for MIS to purchase their 2026 budgeted equipment, software, and supplies. She noted that they will work with the Purchasing Department throughout the year as these items are needed to get the best price and value for the City through State contracts, cooperative contracts, and other supply sources.

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

**Aye** 6 - Blair, Carlock, Mungiolli, Limberg, Mannino and Skelcy

**Absent** 1 - Neubauer

Enactment No: RES0306-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes a project budget for purchase of equipment, supplies, and software utilizing State Contracts, National Cooperative Contracts, and Other Supply Sources in the amount not-to-exceed \$186,000.00 through December 31, 2026.

**(Ms. Neubauer re-entered at 8:32 p.m.)**

**2025-0457** Request for Purchase Authorization - FISCAL: Contract/Blanket Purchase

Order for asset management information system consulting services in the amount of \$274,750.00; Cultivate Geospatial Solutions, LLC., Indianapolis, IN

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Proposal Tabulation.pdf](#)  
[Resolution \(Draft\).pdf](#)  
[SUPPL Mungoli Q&A.pdf](#)

**Joe Snyder**, Chief Financial Officer, **Rochelle Lyon**, Information Systems Director, **Tracey Balint**, Interim DPS Director/City Engineer, **Ken Elwert**, Parks & Natural Resources Director, and **Mike Viazanko**, Building/Ordinance/Facilities Director, were present.

**Mr. Snyder** explained that this funding is for specialized consulting services to guide the City in selecting a new enterprise asset management system (EAMS). He framed the initiative as a strategic modernization effort to protect and maintain nearly \$400 million in City infrastructure, including water, sewer, roads, pathways, parks, facilities, and forestry. He detailed the technical necessity for the project, noting that the City's current legacy system, Lucity, has become fragmented and unstable after 20 years of heavy customization. He shared that the goal of this new partnership is to move toward a configuration-based system that aligns with industry best practices and ISO 55001 standards, shifting City operations from a reactive to a proactive maintenance model. He continued that the selection of Cultivate Geospatial Solutions followed an exhaustive procurement process involving 13 RFP responses and two separate committees of directors and technical power users who prioritized vendor independence and cultural alignment. He discussed the following areas of Phase One:

- **Assessment:** a gap analysis of current workflows and the documentation of technical requirements across all departments
- **Planning:** the creation of a strategic roadmap and system design that integrates with the City's GIS and financial systems
- **Procurement:** assistance in drafting RFP specifications for the eventual software vendor, facilitating demonstrations, and advising on contract negotiations

He stated that if approved, Phase One would begin in January 2026, and Phase Two: Implementation would start in approximately July 2027, with a targeted completion date for the entire enterprise-wide rollout in the summer of 2029. He concluded by noting that City leadership has prepared for this transition through the Michigan Infrastructure Council's Asset Management Champion program, ensuring a unified, interconnected approach to managing the City's long-term investments.

**Vice President Mungoli** expressed concern over the proposed three-year implementation timeline. Drawing from her professional experience in the private sector, where global transitions are often completed in under a year, she questioned if the process could be accelerated.

**Ms. Lyon** explained that a wide-scale enterprise project of this nature requires a longer duration to ensure stability, and noted that while the current database remains intact, the front end of the legacy system is at risk of failure. She assured

*City Council that departments have segmented their data as a safeguard and that the new system will prioritize robust data migration and backup protocols.*

**Vice President Mungiola** requested clarification on the scope of assets that would be covered by this asset management information system.

**Mr. Snyder** explained that this system focuses on physical infrastructure such as water mains and buildings rather than financial assets.

**Mr. Elwert** shared that while the Forestry Division uses the current system daily, the other three divisions in the Parks & Natural Resources Department lack electronic tracking systems, highlighting a need for extensive training.

**Vice President Mungiola** inquired whether the new system would interact with intangible assets like water or tax bills. She also questioned whether this project is in the three-year budget yet.

**Mr. Snyder** clarified that there is no direct link to billing systems; however, proactive maintenance of physical infrastructure is expected to lower long-term system costs, which may indirectly benefit resident water rates. Regarding the budget, he noted that a specific dollar amount for the full implementation has not yet been placed in the three-year budget to avoid arbitrary figures; instead, the City will use the first quarter of 2026 to work with the consultants to develop a conservative and realistic budget estimate, which will be integrated into the Capital Improvement Plan by February or March of 2026.

**Vice President Mungiola** sought assurance regarding the role of AI in staffing. She emphasized that while software should enable employees to perform better, it should not replace the humans who contribute to the City's peak performance.

**Ms. Lyon** provided assurance, stating that AI is intended to augment, not replace, human roles.

**President Carlock** shared that he does the physical part of asset management at his day job, and questioned whether a new system would require the labor-intensive task of physically re-tagging the City's inventory.

**Mr. Snyder** explained that the City maintains comprehensive logs of current asset numbers and that a primary objective for Cultivate Geospatial Solutions is to migrate this "good data" into the new platform without the need for manual relabeling. He emphasized an internal policy against migrating "bad data," noting that the transition process will be used to identify gaps in existing records and establish a formal hierarchy for asset maintenance.

**Ms. Lyon** added that the new system will utilize pointers to ensure compatibility with various legacy tag formats and barcodes.

**President Carlock** inquired whether the software will track specific maintenance needs and provide end-of-life alerts to assist with equipment replacement planning.

**Mr. Snyder** confirmed this as a critical upgrade, explaining that while the current system functions as a computerized maintenance management system (CMMS) that tracks past work orders, the new enterprise asset management system (EAMS) will be a proactive tool capable of scheduling future preventative maintenance, such as HVAC filter changes, at precise intervals.

**Mr. Elwert** emphasized the value of this shift, acknowledging that while there is a significant learning curve for divisions not currently using these systems, the ultimate goal is to achieve substantial long-term staff savings through operational efficiency.

**Mr. Blair** noted that while reviewing the bid materials, he learned that Cultivate Geospatial Solutions also markets and sells their own asset management product. He cautioned against a scenario where a consultant uses their advisory position to steer the City toward their own product, and questioned what guardrails are in place to ensure the City receives an unbiased recommendation for the best software vendor.

**Mr. Snyder** responded that the selection committee vetted this concern through multiple interview rounds. He emphasized that the firm's "vendor agnostic" approach was actually considered one of their strongest points during the evaluation process.

**Ms. Lyon** voiced her belief that a vendor in the first phase cannot be a vendor in the second phase.

**Ms. Mannino** sought clarification on the "enterprise" scope of the project, noting that in a true enterprise environment, a solution typically integrates procurement, fixed asset tracking, and depreciation calculations into a single, holistic system. She expressed concern that the City might be compartmentalizing by focusing solely on a physical asset system, which could lead to inefficiencies or the need for a separate, costly finance system overhaul in the future. She challenged the administration to consult with Cultivate Geospatial Solutions on whether a more comprehensive solution might better serve a government entity of Rochester Hills size. She also questioned who will be the lead on the implementation of the new system.

**Mr. Snyder** explained that while this project is indeed enterprise-wide, its primary focus is the management of physical infrastructure currently housed in the legacy Lucity system, including DPS, facilities, parks, and IT. He shared a vision for future phases that would centralize specialized one-off systems used by the Fleet and Fire Departments into this single management umbrella. Regarding project leadership, he explained that the City intends to retain Cultivate for Phase Two to serve as a technical liaison and program manager between the City and the eventual software developer. He noted that this approach is intended to ensure that complex technical requirements are met, employees are properly trained, and the system is properly configured. He highlighted that the consultant will assist in developing key performance indicators (KPIs) across all departments, and these metrics will allow the City to monitor asset health in real time and provide a pulse on infrastructure failure risks.

*Ms. Mannino* requested confirmation that the \$274,750 fee for Phase One is a comprehensive, all-inclusive figure that covers travel, gap analysis, and the final RFP development.

*Mr. Snyder* confirmed that it is his responsibility to deliver the completed assessment and procurement roadmap within the specified budget without future requests for increases.

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

**Aye** 7 - Blair, Carlock, Mungiolli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0307-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes a contract/blanket purchase order for asset management information system consulting services to Cultivate Geospatial Solutions, LLC., Indianapolis, Indiana in the amount of \$274,750.00 and further authorizes the Procurement Manager to execute an 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.

**2025-0494** Request for Purchase Authorization - Citywide: Blanket Purchase Order for purchase of various maintenance, hardware, and building supplies in the amount not-to-exceed \$120,000.00 through December 31, 2026; The Home Depot, Atlanta, GA

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

*Joe Snyder, Chief Financial Officer, shared that this particular blanket is used Citywide by several departments, primarily Facilities, DPS, and the Parks and Grounds Division.*

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

**Aye** 7 - Blair, Carlock, Mungiolli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0308-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes a blanket purchase order for purchase of various maintenance, hardware, and building supplies to The Home Depot, Atlanta, Georgia in the amount not-to-exceed \$120,000.00 through December 31, 2026.

**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.

- 2025-0488** Request for Purchase Authorization - CLERKS: Blanket Purchase Order for monument and marker sales in the amount not-to-exceed \$100,000.00 through December 31, 2026; Patten Monument Company, Comstock Park, MI

**Attachments:** [120125 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Clerk Scott** noted that this expenditure is not a cost absorbed by the City but rather functions as a pass-through. She explained that under this model, the City collects payments directly from customers and is subsequently invoiced by the vendor, Patten, for a percentage of the sale. She highlighted that the revenue generated from these sales is directed into the Perpetual Care Trust Fund, which is dedicated to the ongoing maintenance and future preservation of the Van Hoosen Jones Stoney Creek Cemetery. She noted that the trust fund is performing well under the investment policies and supervision of CFO Snyder, and added that while previous blanket approvals for these items were typically under \$25,000, the request was increased to \$100,000 last year to accommodate higher demand.

**Mr. Blair** shared that the City has worked with Patten for several years, noting that they offer a very high-quality product. He pointed out that monument sales serve as a profit center for the City.

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

**Aye** 7 - Blair, Carlock, Mungiolli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0309-2025

**Resolved**, that the Rochester Hills City Council hereby authorizes a blanket purchase order for monument and marker sales to Patten Monument Company, Comstock Park, Michigan in the amount not-to-exceed \$100,000.00 through December 31, 2026.

**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.

- 2025-0556** Adoption of the 2026 City Council Meeting Schedule

**Attachments:** [120125 Agenda Summary.pdf](#)  
[2026 Council Meeting Dates \(Proposed\).pdf](#)  
[Resolution \(Draft\).pdf](#)

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

**Aye** 7 - Blair, Carlock, Mungiolli, Neubauer, Limberg, Mannino and Skelcy

Enactment No: RES0310-2025

**Resolved**, that the Rochester Hills City Council establishes the Year 2026 Regular meeting Schedule for City Council on Monday evenings as follows:

Regular Meetings:  
January 12, 26

February 9, 23  
March 9, 23  
April 13, 27  
May 11  
June 8, 22  
July 13, 27  
August 10, 24  
September 14, 28  
October 12, 26  
November 9  
December 7, 14

**Further Resolved**, that the Rochester Hills City Council Meetings will begin at 7:00 p.m., Michigan Time, and will be held at the City of Rochester Hills Municipal Offices, 1000 Rochester Hills Drive, Rochester Hills, Michigan.

**Further Resolved**, that the City Clerk shall provide proper notice of the 2026 Meeting Schedule pursuant to 15.265, Section 5 (3) of the Michigan Open Meetings Act, Public Act No. 267 or 1976, as amended.

**ANY OTHER BUSINESS**

**NEXT MEETING DATE - City Council Regular Meeting - December 15, 2025 - 7:00 p.m.**

**ADJOURNMENT**

*There being no further business before Council, it was moved by Neubauer and seconded by Skelcy to adjourn the meeting at 9:12 p.m.*

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JASON CARLOCK, *President*  
Rochester Hills City Council

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

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EMMA BOWEN  
*Administrative Coordinator*  
City Clerk's Office

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