

A Special Meeting of the Royal Oak City Commission was held on Monday, February 1, 2010, in Room 309 of City Hall, 211 Williams, Royal Oak. The Meeting was called to order by Mayor Ellison at 6:30 p.m. Present were Mayor Ellison, Commissioner Andrzejak, Commissioner Capello, Commissioner Drinkwine, Commissioner Poulton, Commissioner Razor and Commissioner Semchena. Also present were City Manager Johnson, City Attorney Gillam, and City Clerk Halas.

Adjourned to Closed Session

Moved by Commissioner Capello
Seconded by Commissioner Razor

BE IT RESOLVED that the City Commission hereby adjourns to Closed Session for purposes of Pending Litigation and Attorney/Client Privilege.

ROLL CALL VOTE

AYES: Commissioners Semchena, Andrzejak, Drinkwine, Poulton, Capello, Razor and Mayor Ellison

NAYS: None

MOTION ADOPTED

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A Regular Meeting of the Royal Oak City Commission was held on Monday, February 1, 2010, in the City Hall, 211 Williams, Royal Oak. The Meeting was called to order by Mayor Ellison at 7:35 p.m.

Mayor Ellison gave the Invocation. Everyone present gave the Pledge of Allegiance.

ROLL CALL	PRESENT	ABSENT
Mayor	Ellison	
Commissioners	Andrzejak Capello Drinkwine Poulton Razor Semchena	

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ANNOUNCEMENTS

Mayor Ellison read a list of upcoming board and committee meetings.

Wednesday, February 3rd

7:30 p.m.-9:00 p.m.-Bob Muller, a naturalist from the Royal Oak Nature Society, will present "Red Run" at the Royal Oak Middle School, 709 N. Washington. Learn about the river that used to flow through Royal Oak and the species that lived in it. Check the Royal Oak Nature Society Web site for other exciting speaker programs.

Friday, February 5th

7:00 p.m. -The Save Our Youth Task Force is hosting a video presentation and discussion - "Minor in Possession: No Minor Deal" at Community Media Network, 1230 Souter, Troy. Call Deb Anderson at (248) 542-2846 to reserve a spot in the audience. This event will also be streamed live on the CMN-TV Web Site, www.cmntv.org. Viewers can tune in on their computers and submit questions, which may be

addressed during the discussion. This program will be aired on CMN cable channels on both WOW and Comcast, check cmntv.org/schedule for exact dates and times.

Friday and Saturday, February 5th and 6th

Royal Oak Public Library Used Book Sale. Books will be available in both the Library Auditorium and the Youth Activity Room. Friday from 10:00 AM – 5:00 PM, and Saturday from 10:00 AM – 3:00 PM.

Saturday, February 6th

8:30 – 9:30 AM, the Market Café in the Farmers Market will be offering short tours and complimentary refreshments. The Market Master will be available to answer questions about the project. The Market Café has reopened for business on regular Market days – Saturdays from 7:00 AM – 1:00 PM, and Sundays from 8:00 AM to 3:00 PM

Saturday, February 6th

12:00pm – 5:00 PM, Downtown Royal Oak will be the home of Bridal Bliss, presented by over 30 businesses. Participants will find everything for 2010 weddings and beyond — from dresses, hair & nail trends, and accessories to cakes, invitations, bridal party gifts and wedding favors. Royal Oak's many restaurants and bakeries will showcase sample menus, and offer tastes for engagement parties, showers, bachelor parties and weddings. Several locations will have bridal consultants, photographers, designers and more. In addition to great discounts and gifts during the event, all participants will be entered in a drawing to win a wonderful bridal gift package with gift certificates from local retailers, valued at over \$500.

Sunday, March 21st

The Royal Oak Optimist Club is preparing for their annual fund-raising event, the 2010 Bowlabration. It will be at 1:30 PM at Astro Lane in Madison Heights. This is a \$25 fee per bowler, 4 man team, 9-pin no-tap event. Interested bowlers should contact Patty Dunstan at (248) 760-6876. If you'd like to become a sponsor, contact Bonnie Bourque at (586) 764-9889. www.royaloakoptimists.org

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PUBLIC COMMENT

Mr. Jay Dunstan, 111 Parent, announced that the Oak Apple Run will be Saturday, June 5, 2010. They've already received registrations for the event through the website www.oakapplerun.org. The event is being presented by the Optimists Club and would benefit the Boys and Girls Clubs of south Oakland County. The museum completed the move to the Webster Fire Hall on Saturday. He thanked the over 40 volunteers that helped with the move, the schools for all the years they allowed them to use Churchill, Pete Mancour, Andrew Androff and everyone else for their help. They were planning a grand opening the weekend after Easter.

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Mr. Bill Shaw – theshaw10@yahoo.com – spoke about the strategy meetings on 1/22/10 and 1/23/10. Only two residents attended the meetings. He would like them to consider creating a transparency committee consisting of five residents, a member of the Commission and the head of the IT department. Labor contracts and arbitration results should be available to the public.

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Mr. Steve Zanetti and Ms. Carol Hennessey spoke regarding the St. Patrick's Day Parade on March 13th. It promises to be bigger than last year. Sparty may join the festivities. There will be a party at the Canadian Legion. On Feb. 23rd they're having a spaghetti dinner fundraiser at the Elks from 6-8PM.

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APPROVAL OF AGENDA

Item 11 Approval of the General Release and Settlement Agreement-McGuire & Ryan vs. Warner & Gayle was added to the agenda.

Moved by Commissioner Capello
Seconded by Commissioner Drinkwine

BE IT RESOLVED that the City Commission hereby approves the agenda for the February 1, 2010 meeting as amended.

ADOPTED UNANIMOUSLY

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CONSENT AGENDA

Moved by Commissioner Capello
Seconded by Commissioner Drinkwine

BE IT RESOLVED that the City Commission hereby approves the consent agenda as follows:

A. BE IT RESOLVED that the claims of January 29, 2010 in the amount of \$1,722,603.93 audited by the Department of Finance are hereby approved.

B. WHEREAS, the State of Michigan Emergency Management Act, Act 390 of the Public Acts of 1976, as amended MCL 30.401 et seq., authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of a disaster or emergency; and

WHEREAS, the statutes also authorized the State to coordinate the provision of any equipment, services, or facilities owned or organized by the State or its political subdivisions for use in the affected area upon request of the duly constituted authority of the area; and

WHEREAS, this Resolution authorizes the request, provision and receipt of interjurisdictional mutual assistance in accordance with the Emergency Management Act, Act 390 of the Public Acts of 1976, as amended, among political subdivisions within the State;

NOW, THEREFORE, BE IT RESOLVED by the City of Royal Oak that in order to maximize the prompt, full and effective use of resources of all participating governments in the event of an emergency or disaster we hereby adopt the Michigan Emergency Management Assistance Compact which is attached hereto and incorporated by reference.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized to execute the Michigan Emergency Management Assistance Compact on behalf of the City.

C. **Whereas**, The Emergency Management Act 390, 1976, MCL 30.409 (3), as amended, provides for planning, response, recovery, and mitigation for natural and man made disasters within the State of Michigan; and

Whereas, The Emergency Management Act 390, 1976, MCL 30.409 (3), as amended, allows a municipality to either appoint a Municipal Emergency Management Coordinator

or appoint the Coordinator of the County as the Municipal Emergency Management Coordinator; and

Whereas, The community of the City of Royal Oak desires to confirm its appointment of the Oakland County Emergency Management Coordinator as it's Emergency Management Coordinator and to designate a liaison person to work with the County Coordinator on all matters pertaining to emergency management disaster preparedness and recovery assistance,

Now, Therefore Be It Resolved that the City Commission of the City of Royal Oak hereby appoints the Oakland County Emergency Management Coordinator as the Municipal Emergency Management Coordinator, effective February 1, 2010.

Be It Further Resolved that Christopher M. Jahnke is hereby designated as the liaison to the Oakland County Emergency Management Coordinator.

D. **Whereas**, the City Commission of the City of Royal Oak of Oakland County, Michigan, does hereby find as follows:

Whereas, the President in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, State, and local governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity;

Whereas, the collective input and guidance from all Federal, State, and local homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS;

Whereas, it is necessary and desirable that all Federal, State, and local emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management;

Whereas, to facilitate the most efficient and effective incident management it is critical that Federal, State, and local organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters;

Whereas, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the city's ability to utilize federal funding to enhance local agency readiness, maintain first responder safety, and streamline incident management processes,

Whereas, the Incident Command System components of NIMS are already an integral part of various city incident management activities, including current emergency management training programs; and

Whereas, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System.

Now, Therefore, Be It Hereby Proclaimed, by the City Commission of the City of Royal Oak, Michigan, that the National Incident Management System (NIMS) is established as the City standard for incident management.

- E. BE IT RESOLVED, that the Mayor is hereby authorized to execute the attached agreement between the City of Royal Oak and Steve Zanetti, Norman O'Brien Division of The Ancient Order of Hibernians for a St. Patrick's Day Parade on March 14, 2009.
- F. BE IT RESOLVED, that the City Commission hereby approves the proposed assignment of the Development Agreement between the City and the Damone Group, L.L.C., for the Village of Royal Oak to the Village of Royal Oak Limited Dividend Housing Association Limited Partnership.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized to execute the assignment on behalf of the City.
- G. BE IT RESOLVED, that the City Commission hereby authorizes the Mayor and City Clerk to execute the Grant of Easement agreement with the PROVIDENTIAL SD PROPERTIES, LLC for the existing public sidewalk at 305 W 11 Mile Road.

ADOPTED UNANIMOUSLY

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ECONOMIC AND BUDGET UPDATE PRESENTATION

Finance Director Rudd gave an Economic and Budget Update PowerPoint presentation. The National unemployment rate is 10%. Michigan recorded the highest unemployment rate in November 2009.

Oakland County is estimating a decrease in taxable value for 2010 of 13% and for 2011 12.5%. Nearly 37% of mortgages in Michigan exceed the value of the home. Royal Oak could see a 10% decrease in taxable value for 2010/2011 which would result in a revenue loss of \$1.7M or \$2.5M across all city funds. Reductions in taxable value are permanent until a residence is sold.

State Sales and Use Tax collections are down nearly 12% from a year ago. Royal Oak could see a decline of \$600,000 in State Shared Revenue.

Expenditures for the first six months of FY2009/2010 are tracking higher than budgeted. They are expected to exceed revenues by \$5M necessitating the use of \$2.5M of fund balance.

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ADOPTION OF STRATEGIC PLAN

City Manager Johnson reviewed the Strategic Planning session. The focus was to review, update and endorse the City's vision and mission statements, establish goals and objectives in fiscal responsibility, public safety, communication, community, infrastructure and economic/tax base.

As a result Royal Oak's new vision statement is "Royal Oak is a dynamic balance of progressive vision and traditional values which offers an inviting, premier and diverse community for all." The new mission statement is "Royal Oak provides a safe, healthy and sustainable community."

GOALS 18-24 months	OBJECTIVES
Communication- To proactively promote meaningful, open and respectful dialogue that ensures effective decision making.	Promote customer feedback system on continuous basis. (Immediate Action, City Commission)
	Develop centralized public relations message. (8/1/10, City Manager)
	Explore live streaming of meetings. (8/1/10, Information Services)

Community-To preserve neighborhoods by encouraging community involvement and family activities; and further to be recognized as a destination for entertainment, recreation and cultural opportunities.	Community show "Insight on Video" establish commercials to advertise downtown. (6/1/10, City Manager, WROK Mgr directs Cable and City Commission)
	Promote Neighborhood Associations and utilize Mobile community meetings to increase communication. Two per calendar year March/September (9/1/10, City Manager)
	Develop a plan to encourage artists and promote public art in Royal Oak. (9/1/10, City Manager and Planning Department)
Economic/Tax Base-Encourage and support diverse investment to maximize property values and facilitate employment opportunities and desirable housing.	Streamline permit process. (6/10/10, City Manager and Department Heads)
	Create process reducing time and cost. (4/1/10, Department Heads/City Manager)
	Incentives to assist homesteaders to purchase homes. (6/1/10, Administration)
	Actively contact national, regional and local brokers to promote Royal Oak and available properties. (3/1/10, City Manager and DDA)
	DDA/Chamber to promote commercial aspect of city. (4/1/10, City Manager and DDA)
Fiscal Management-To preserve Royal Oak as a safe and healthy community through sound fiscal policy, strategic planning, prompt decisive actions and effective management of taxpayers' assets.	Strategic plan memorialized. (1/1/10, City Commission)
	Adoption of two year budget. (6/30/10, City Manager, City Commission and Department Heads)
	Prioritized services. (6/30/10, City Commission, City Manager & Department Heads)
	Define labor strategy. (7/1/10, City Commission, City Manager & City Attorney)
	Contract strategy/negotiations, staffing numbers and staff allocation (Immediate action, City Commission, City Manager & City Attorney)
	Develop a revenue strategy. (7/1/10, Finance Department & City Commission)
	Lobby State of Michigan for relief: 1. Act 57 2. Act 312 3. Proposal "A" 4. Headlee Amendment 5. Local Drink Tax (Immediate action, City Commission)
Infrastructure-To sustain, replace and enhance Royal Oak's infrastructure to promote efficient delivery of beneficial services.	Enact City Hall modification plan (4/1/10, City Manager/City Commission)

	Review and enhance inter-city/county/governmental cooperation plan (7/1/10, City Manager/Department Heads)
	Identify and analyze non-productive assets (7/1/10, City Manager, City Commission, Department Heads)
	Prepare a new capital improvement plan (7/1/10, City Manager, City Commission, Planning Commission, Department Heads)
Public Safety-To protect all persons and property in Royal Oak by providing the highest quality public services possible in the most efficient manner.	Identify additional revenue sources: 1. Lobby legislature for enhanced revenue opportunities (8/1/10, City Commission), 2. Identify and increase grant funding opportunities (Immediate, Department Heads), 3. Explore the feasibility of a public safety millage (8/1/10, City Commission)
	Explore cost savings through: 1. Comprehensive review of public safety staffing levels and allocations to minimize the impact of projected budget constraints (4/1/10, City Manager) 2. Explore consolidation of dispatch and lock-up facilities (2/1/11, City Manager, Police Chief), 3. Explore privatization, consolidation and reorganization of services including the use of part-time employees (8/1/10, Department Heads), 4. Explore rebid of outside vendors and services where possible (8/1/10, City Manager, City Commission)

Moved by Commissioner Drinkwine
Seconded by Commissioner Capello

BE IT RESOLVED that the City Commission hereby adopts the “City of Royal Oak Strategic Planning Session – Final Report”.

Commissioner Andrzejak thanked Mr. Brett Tillander for facilitating the meeting.

Commissioner Rasor noted that “neighborhoods” included the business neighborhoods. He believed on item C-objectives under Economic/Tax Base they added incentives to assist business homesteaders to purchase commercial space that was under utilized or derelict.

FRIENDLY AMENDMENT OFFERED BY COMMISSIONER RASOR AND ACCEPTED BY COMMISSIONERS DRINKWINE AND CAPELLO TO AMEND THE MOTION TO INCLUDE “AS AMENDED”

MOTION NOW READS:

BE IT RESOLVED that the City Commission hereby adopts the “City of Royal Oak Strategic Planning Session – Final Report” as amended.

ADOPTED UNANIMOUSLY

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**DEFICIT ELIMINATION PLANS FOR THE
STATE CONSTRUCTION AND RECREATION FUNDS
AND BUDGET AMENDMENTS**

Ms. Rudd explained why this action was necessary.

Moved by Commissioner Andrzejak

Seconded by Commissioner Razor

BE IT RESOLVED that the City Commission hereby approves the 2009/2010 budget transfer from the General Fund (an increase in use of General Fund fund Balance) to the State Construction Fund, in the amount of \$142,000, to cover the short-fall created in the 2008/2009 fiscal year.

BE IT RESOLVED that the City Commission hereby approves the 2009/2010 budget transfer from the General Fund to the Recreation Fund in the amount of \$143,000, to help cover the short-fall created in the 2008/2009 fiscal year. Additionally, the annual Golf Course Lease revenue in the amount of approximately \$25,000 will be recorded in the Recreation Fund as opposed to the General Fund; both resulting in an increase in use of General Fund fund balance.

ADOPTED UNANIMOUSLY

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**GENERAL RELEASE AND SETTLEMENT AGREEMENT-
MCGUIRE & RYAN VS. WARNER & GAYLE**

Moved by Commissioner Capello
Seconded by Commissioner Razor

BE IT RESOLVED that the City Commission hereby approves General Release and Settlement Agreements in McGuire & Ryan vs. Warner & Gale, as outlined in Closed Session on February 1, 2010; and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute those documents on behalf of the City, conditioned upon approval of the actual form of those agreements by the City Attorney's office.

ADOPTED UNANIMOUSLY

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Upon Motion of Commissioner Drinkwine, Seconded by Commissioner Capello, and adopted unanimously, the Regular Meeting was adjourned at 9:18 P.M.

Melanie Halas, City Clerk

The foregoing Minutes of the Regular Meeting held on February 1, 2010, having been officially approved by the City Commission on Monday, February 15, 2010, are hereby signed this fifteenth day of February.

James B. Ellison, Mayor