

**From:** [Mary F. Redden](#)  
**To:** [Barbara A Pallotta](#)  
**Subject:** FW: Request for additional Bd and Cte info  
**Date:** Monday, October 18, 2010 2:31:58 PM  
**Attachments:** [Resolution #56-10-Appointment of 2 Members.pdf](#)  
[Resolution #55-20-Appointment of 7 Members.pdf](#)

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Dear Mayor and City Council Members:

Council Member Robin Beltramini had questions on tonight's study item. The questions are black font and staff's answers are in [blue](#).

In preparation for our study item, I have the following questions and requests for information: BZA—Do we, or did we, change the ordinance reference to the Director of Building and Zoning? Is that Mitch at this point?

[The Zoning Ordinance was amended to create a Zoning Administrator, who's responsibility is to interpret the Zoning Ordinance. Therefore the Director of Building and Zoning/Chief Building Official//Building Inspector's Zoning Ordinance responsibilities were transferred to the Zoning Administrator. The Zoning Administrator is the City Manager, who has transferred authority to the Assistant City Manager/Economic Development Services, who then has assigned day to day responsibility to the Planning Director. Yes, we are confident that we have amended the appropriate ordinances.](#)

As a subset of that question, are we confident that we have made appropriate changes to all pertinent ordinances to reflect the personnel shifting that has been done?

[The only changes we've made organizationally in terms of committee representation have been in the areas of Building, Planning and Zoning. Thus at this point we're good relative to personnel shifting that has occurred vis-à-vis ordinance identifying representation of staff members on boards and committees. That said, we are still engaged in organizational restructuring and will have to keep an eye on this issue.](#)

Cable Advisory Committee—I think in nine years I've seen only one recommendation. Please ask Cindy to comment on the benefit of this committee vs. staff recommendations.

For a number of years, the Cable Advisory Committee realized and discussed at quarterly meetings (which often became only 2-3 times per year) that their role was not necessary because of the responsibilities of the Intergovernmental Cable Communications Authority (ICCA). They understood the difference between their role and that of the ICCA and also understood that my role as the Council appointed representative to the ICCA as well as a staff person, was vital to assisting the City when it came to handling the cable complaints/issues from residents, providing information to the residents and assisting with awarding cable franchises. That is why they passed the motion to meet on an as needed basis in 2008.

Charter Revision Committee—There was no explanation re how the committee expanded from five to seven members. Therefore, it is difficult to weigh the merits of reducing back to the original number. Hopefully, Tonni can find some minutes somewhere to reflect that discussion.

The Minutes of the Charter Revision Committee did not contain any dialog regarding the increase in the Charter Revision Committee membership. However the City Commission Minutes of July 10, 1961 contained Resolution 61-440, which increased the number of Charter Revision Committee members from 5 to 7. The resolution referenced a need to “increase the number of members of the Charter Revision Committee in order to better accomplish the purposes of said committee” and established the continuance of staggered terms.

The timing of the City Commission Resolution 61-440 closely followed an extensive complete 5-year review of the Charter by the Charter Revision Committee. The review contained several pages of recommended Charter amendments to the City Commission and may explain the City Commissions desire to expand the committee. In addition to the resolution, a City Attorney memorandum referencing Elected Charter Commission benefits was located. The 1961 memorandum was not attached to the minutes and no such copy can be located in the City Clerk’s office.

While there was no reference to a request in membership size of the Charter Revision Committee in the Minutes of the Committee, the significant documentation found in the committee Minutes made it very evident, by the number of meetings, length of the meetings and length of each of the meeting Minutes, that the Committee probably would have benefited from an expansion of the membership.

Economic Development Committee—The committee is charged with meeting quarterly, yet I see no minutes that such has happened. When was the last time they met? How frequently in the last five years? How is the expertise on this committee being utilized?

There is no need for this committee to meet, unless there is a change to existing bonds outstanding. As long as there are bonds outstanding the committee needs to be in place. There are outstanding bonds that mature in 2012.

Municipal Building Authority—This entity was formed to build City Hall. I find no amendment to that mission. Are there still bonds outstanding? If so, when will they finally be paid? If not, where is the building title? If the City holds title, why continue this authority?

There is no need for this committee to meet regularly. The MBA issued bonds for Sanctuary Lake Golf Course, so as long as those bonds are outstanding there is a need for this committee.

Planning Commission—Can we find the original formation resolution by City Council? It was not included in the background info. Also, please include any resolution that might have changed the number or make-up of the commission.

The two requested resolutions are attached in this email.

We trust these answers adequately address the questions, but as always, let us know if we need to provide anything further.

Have a good meeting.

Regards,

Mary Redden  
Administrative Assistant to the City Manager

## RESOLUTION #55-18

The following resolution was offered by Commissioner Lowe and supported by Commissioner Gray:

Resolution offered by Commissioner Lowe, and seconded by Commissioner Gray.

Whereas, the Oakland County Road Commission has relinquished control of certain roads in the City of Troy, which are known as local roads, and,

Whereas, it is necessary to arrange for the general maintenance of these roads in the City until adequate arrangements can be made by this Commission.

Now, therefore, Be It Resolved, that the Oakland County Road Commission, be, and it is hereby authorized to continue general maintenance of the roads in the City of Troy in the same manner as it has heretofore maintained said roads while in the Township of Troy, including grading, graveling, snow removal, driveway culvert installation, and such other general maintenance as may be authorized by the City Manager,

Be It Further Resolved, that the City Manager be authorized and empowered to approve work orders issued by the Oakland County Road Commission for the road maintenance work herein authorized.

Be it further resolved that the County Road Commission be authorized to continue to accept bonds and cash deposits for streets in new subdivision plats, until further notice from this Commission.

Be It Further Resolved, that the City Manager, be, and he is hereby appointed agent of the City to make all necessary arrangements with the County for Road maintenance in the City for a period not to exceed six months, and until further notice from this Commission.

Yeas: All-7

Nays: None

The Manager reported that there are several zoning changes and subdivision plats which have the approval of the Township Zoning Board prior to the adoption of the City Charter on December 12, 1955, but which were not considered by the Township Board for amendment to the Zoning Ordinance or change of the Zoning Map.

## RESOLUTION #55-19

Moved by Mr. Lowe and supported by Mr. Ford that this Commission will accept the recommendations of the previous Township Zoning Board on proposed zoning changes and amendments to the map, and new subdivisions, without the necessity of these matters first being referred to the City Planning Commission.

Yeas: All-7

Nays: None

Commission members then considered appointments to the City Planning Commission and the following names were mentioned: Frank Christian, Emil O. Cischke, J. Lawson Lockhart, Leon H. Hanselman, Frank J. Swintek, and Gerald F. Hannaford, former members of the Township Zoning Board, and Peter K. Riksheim, Henry T. Aiken, James Carey, Alexander Gow and Willard Schultz. The Mayor took a poll of the preferences of the Commission by ballot.

## RESOLUTION #55-20

Moved by Mr. Lance and supported by Mr. Gray that the following be appointed to the City Planning Commission for the terms as indicated:

- Frank Christian - 1 year, expiring April 1, 1957.
- Emil O. Cischke - 1 year, expiring April 1, 1957.
- J. Lawson Lockhart - 2 year, expiring April 1, 1958.
- Leon H. Hanselman - 2 year, expiring April 1, 1958.
- Gerald F. Hannaford - 3 year, expiring April 1, 1959.
- Peter K. Riksheim - 3 year, expiring April 1, 1959.
- Henry T. Aiken - 3 year, expiring April 1, 1959.

Yeas: All-7  
 Nays: None

Commission members discussed the appointment of a City Attorney.

RESOLUTION #55-21

Moved by Mr. Lowe that the firm of Dell and Heber, of Royal Oak be appointed City Attorneys.  
 Resolution lost for lack of support.

RESOLUTION #55-22

Moved by Mr. Gray and supported by Mr. Duncan that the Mayor be authorized to appoint a committee of two Commissioners to interview Attorneys and bring back a report to the Commission, with Manager Barnard to work with the Committee in an advisory capacity.

Yeas: All-7  
 Nays: None

Mayor Costello announced that he appoints Commissioners Ford and Dujcan as the Committee, with Manager Barnard to work with the Committee in an advisory capacity.

RESOLUTION #55-23

Moved by Mr. Lowe and supported by Mr. Ford that Edward Qualman be appointed City Auditor, and that he file monthly financial reports with the City, and annual reports which must carry the certification of a C P A.

Yeas: All-7  
 Nays: None

RESOLUTION #55-24

Moved by Mr. Lowe and supported by Mr. Ford that Acting City Manager Norman R. barnard be appointed as City representative on the South Oakland County Garbage and Rubbish Authority and on the Evergreen Interceptor Authority.

Yeas: All-7  
 Nays: None

The Manager reported on the request of Mr. Adolph Komer for approval of a sewage treatment plant for installation in the Town Acres Subdivision at 17 Mile and Adams Roads in the City, which was approved by the Township Board on November 28, 1955, but that the request to the State Department of Health was withheld pending the vote on the City Charter on December 12, 1955, and now was being held from release to the State at the request of the Township.

RESOLUTION #55-25

Moved by Mr. Gray and supported by Mr. Lance that the date of the next regular meeting of the Commission be set for Wednesday, December 28, 1955, at 8 p.m. at the City Hall, since the regularly scheduled meeting falls on December 26, 1955, which is the observance of Christmas, and that the Manager arrange to have the Engineers of the Evergreen Interceptor District present at the meeting to inform

Mr. Carey-6  
Kenower & McArthur-1.

The Mayor then declared that Mr. Matthew Carey was duly appointed as Financial Consultant for the City.

The Mayor announced that since seven members of the Plan Commission have been appointed under Resolution #55-20, that two additional members should be appointed under State law. Mr. Hutson advised that the members should be appointed by the Mayor, with confirmation by the Commission.

The Mayor then announced that he appoints Mr. James Carey for the 2 year term and Mr. Morris A. Wattles, for the 1 year term on the City Plan Commission.

Resolution #56-10

Moved by Mr. Ford and supported by Mr. Gray that the Commission approve and confirm the appointments made by the Mayor to the City Plan Commission.

Yeas: All-7  
Nays: None

The Manager reported to the City Commission on the various zoning changes and new subdivision plats which were under consideration by the Township at the time of the vote on the Charter on December 12, 1955, and the status of the changes which were considered by the Township Zoning Board at public hearings. The City Attorney discussed the legal aspects of the changes.

Resolution #56-11

Moved by Mr. Lance and supported by Mr. Gray that all of the Zoning changes as reported to this Commission in the City Manager's letter of December 28, 1955 be tabled for consideration at the next regular meeting, and that Mr. Hutson be instructed to advise the Commission on the required procedures for amending the Zoning Ordinances which was adopted under Section 5.1 of the City Charter.

Yeas: All-7  
Nays: None

The Mayor then asked if members of the audience had any matters to discuss with the Commission.

Mrs. Henry Michalski of 251 Minnesota stated that the people from her street have two problems, water extension and the petition for the cleanout and relocation of the Spencer Drain. Mr. Barnard reported to the Commission on the status of the petition for the drain cleanout which has been filed, with the County Drain Commissioner, but requires a deposit of \$500. for the preliminary engineering expense. Mrs. Michalski reported that the people were willing to raise \$200. toward the deposit required, and asked that the City advance the other \$300.

Resolution #56-12

Moved by Mr. Lance and supported by Mr. Duncan that \$300. be deposited with Oakland County towards the engineering survey work on the Spencer Drain, and that a request be made to the Township Board for advance of these funds from the Special Township Drain Fund, and that the deposit from the City be contingent upon the balance of the necessary deposit being made by the people in the drainage district.

After discussion and question being raised as to the legality of the Commission appropriating funds for this purpose, the motion was withdrawn by the mover and the supporter.

Resolution #56-13

Moved by Mr. Duncan and supported by Mr. Ford that the City Attorney be instructed to study the legal questions involved in the proposed deposit of funds to the