



CITY COUNCIL

REGULAR MEETING AGENDA

**Mayor Nancy Salvia
Mayor Pro Tem Stuart Bikson
Council Members Christian Hauser, Debbie Jones,
Sara King, Steve Sage and Marilyn Trent**

400 Sixth Street	December 9, 2024	7:00 PM
-------------------------	-------------------------	----------------

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment Scheduled/Non-Scheduled/Presentations
 - A. Presentation from Dinosaur Hill.
 - B. Community Partner - Presentation from Meadowbrook Center for Learning.
 - C. Presentation of the Audit.
5. Approval of Minutes
 - A. Consideration of the Minutes of the Regular Meeting of November 26, 2024.
6. Approval of the Consent Agenda
 - A. Consideration to approve the Scare Away Hunger 5K Fundraiser Run.
 - B. Consideration to approve the Goodbye24 5K Run/Walk 2024.
 - C. Consideration to approve the schedule of the 2025 City Council Regular Meetings.
7. Old Business/Tabled Items
8. Public Hearings

9. Legislative Deliberation
10. Reports and Regular Business
 - A. Consideration of establishment of SAD for Miller/Baldwin Roads.
 - B. Consideration and appointment of a Board of Review Alternate.
 - C. Consideration to review and approve Master Fee Schedule.
 - D. Consideration of City Council Compensation.
 - E. Receipt of the Check Register Report.
11. Receive a Report from the Various Boards and Commissions
 - A. Receipt of a report from Planning Commission.
12. General Miscellaneous
 - A. Request to go to closed session for Council to consider Attorney/Client Privileged Opinion Letter.
13. Adjourn

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-733-3700 forty-eight (48) hours prior to the meeting. Staff will be pleased to make the necessary arrangements to provide necessary reasonable accommodations, including auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting.



City of Rochester

400 Sixth Street
Rochester, MI 48307
P: (248) 733-3700
F: (248) 733-3170
www.rochestermi.org

Procedure for Hybrid Public Meeting

The City has returned to in-person public meetings as of March 14, 2022, with limited online capabilities. The public bodies (our boards and commissions) are meeting in-person; however, some staff, consultants, and guests will still be able to participate remotely. While in-person audience seating is now available, with limited COVID-19 procedures in place, staff asks that anyone who feels sick not attend in-person.

If you choose to participate virtual, please follow the links and information below:

- Live stream audio and video content on two (2) separate streaming platforms available at the City's [YouTube](#) and at the City's website at www.rochestermi.org/201/City-Webcasts. (Click the "Live" links to go there.)
- The City remains committed to accessibility; however, due to the limitations of technology, City staff encourages residents to send an email with your comments to rsvp@rochestermi.org prior to the meeting, but not later than Noon on the day of the meeting, so that your comments can be read into the record. This will decrease the demand on our virtual meeting infrastructure. (After Noon on the day of the meeting, email comments to: bdannunzio@rochestermi.org.)
- For those who prefer to use a telephone to participate, you will need to call (646) 558-8656 and enter meeting **ID: 859 3696 9960**. When prompted, enter a participant number or just touch the # key. During the call, use *9 to raise hand and you will be "called on" by the last 3-digits of your phone number. (For example, my last digits are 8029. Callers will be asked to speak by referencing the last 4-digits of their phone number.) Note: Phone participants will have their numbers masked, for privacy.
- To provide additional opportunity to participate, members of the public are welcome to join the meeting by copying and pasting the following link in their browser: <https://us02web.zoom.us/j/85936969960> (Downloading Zoom is required.)
- We appreciate your understanding as staff will do our best to assist everyone; but, **please be advised for virtual meetings there is a three (3) minute limit for public comments.**

For assistance, or questions accessing and/or making public comment during the meeting, or other support, please reach out to our Deputy City Clerk, Mr. Brian D'Annunzio by email: bdannunzio@rochestermi.org.



City of Rochester

400 Sixth Street
Rochester, MI 48307
P: (248) 651-9061
F: (248) 651-2624
www.rochestermi.org

MEMORANDUM

Date: December 4, 2024
To: Mayor and City Council
From: Anthony Moggio, Finance Director/Treasurer
Subject: Audit Presentation for Fiscal Year Ending June 30, 2024

Introduction: The City Auditor Rana Emmons, Managing Director/Partner of the firm PSLZ will be presenting the audit for fiscal year ending June 30, 2024.

Background: The audit document is available on the City's website for review. You can access it directly via the link: [Audit for FYE 2024](#) or by navigating through the following steps:

1. Visit the City's website at www.rochestermi.org.
2. Select the **Departments** dropdown on the homepage.
3. Choose **Finance and Treasury Department**.
4. Click on **Accounting and Financial Reports** to locate the audit document.

Requested Motion:

Motion to receive and accept the Annual Financial Report for the fiscal year ending June 30, 2024, as presented.

1. CALL TO ORDER

Mayor Bikson at 7:00 p.m.

2. ROLL CALL

PRESENT: Mayor Stuart Bikson, Mayor Pro Tem Nancy Salvia, Councilmembers Christian Hauser, Debbie Jones, Sara King, Steve Sage and Marilyn Trent.

ABSENT: None.

3. PLEDGE OF ALLEGIANCE

Mayor Bikson led the Pledge of Allegiance.

4. PUBLIC COMMENT SCHEDULED/NON SCHEDULED/PRESENTATIONS

4A. Election of Mayor. Mayor Bikson relinquished the Chair to City Attorney Kragt.

Attorney Kragt asked for nominations for the position of Mayor for a 1 year term ending November 2025. Bikson nominated Nancy Salvia. Attorney Kragt asked for any additional nominations.

There being none, Attorney Kragt requested the roll call vote on the nomination of Nancy Salvia for Mayor for a 1 year term ending November 2025.

VOTE: YES: Bikson, Salvia, Hauser, Jones, King, Sage and Trent.

NO: None.

Motion Carried.

4B. Election of Mayor Pro Tem. City Attorney Kragt requested nominations for the position of Mayor Pro Tem for a 1 year term ending November 2025. Salvia nominated Stuart Bikson. Attorney Kragt asked for any additional nominations.

There being none, Attorney Kragt requested the roll call vote on the nomination of Stuart Bikson for Mayor Pro Tem for a 1 year term ending November 2025.

VOTE: YES: Salvia, Bikson, Hauser, Jones, King, Sage and Trent.

NO: None.

Motion Carried.

Mayor Salvia gave remarks thanking Council for electing her Mayor.

Mayor Salvia added to the agenda the presentation of the Mayor's Monarch Butterfly Proclamation.

Public Comment.

Jane Turner, Parkdale, wished all a Happy Thanksgiving.

Joe Salvia, Highland Township, congratulated his Daughter-In-Law Nancy on being elected Mayor.

Evan Emmons, Main Street, gave a report on ridership for the 492 SMART bus route.

5. MINUTES

5A. Consideration of the Minutes of the Regular Meetings of October 14, 2024, October 28, 2024 and November 11, 2024 and the Special Meeting Minutes of November 11, 2024.

MOTION: Sage moved, Jones seconded,

To approve the Minutes of the Regular Meetings of October 14, 2024, October 28, 2024 and November 11, 2024 and the Special Meeting Minutes of November 11, 2024.

VOTE: YES: Salvia, Bikson, Hauser, Jones, King, Sage and Trent.

NO: None.

Motion Carried.

6. CONSENT AGENDA

6A. Special Event Application from the Principal Shopping District to hold the Downtown Rochester Frost Festival January 17 and 18, 2025 in downtown.

MOTION: Trent moved, Sage seconded,

To approve the Special Event Permit for the Principal Shopping District to hold the Downtown Rochester Frost Festival January 17 and 18, 2025 in downtown.

VOTE: YES: Salvia, Bikson, Hauser, Jones, King, Sage and Trent.

NO: None.

Motion Carried.

7. OLD BUSINESS/ TABLED ITEMS.

NONE.

8. PUBLIC HEARINGS

8A. Public Hearing for Community Development Block Grant Funding Program Year 2025-2026 in the amount of \$27,378.00 to go toward ADA paths in the Municipal Park.

Mayor Salvia opened the Public Hearing at 7:24 p.m.

No one addressed Council.

Mayor Salvia closed the Public Hearing at 7:25 p.m.

MOTION: Sage moved, Trent seconded,
To authorize Administration to submit the Community Development Block Grant Funding Program Year 2025-2026 in the amount of \$27,378.00 to go toward ADA paths in the Municipal Park.

VOTE: YES: Salvia, Bikson, Hauser, Jones, King, Sage and Trent.
NO: None.
Motion Carried.

9. LEGISLATIVE DELIBERATIONS

NONE.

10. REPORTS AND REGULAR BUSINESS

10A. Resolution for Designation of Street Administrator for Michigan Department of Transportation as Finance Director/Treasurer Anthony Moggio.

MOTION: Hauser moved, Trent seconded,
To adopt the Resolution for Designation of Street Administrator for Michigan Department of Transportation as Finance Director/Treasurer Anthony Moggio.

VOTE: YES: Salvia, Bikson, Hauser, Jones, King, Sage and Trent.
NO: None.
Motion Carried.

10B. Recommendation from Administration to award a contract to Spohn Ranch Inc. as the chosen contractor for the construction of the new Skateboard Park at the DPW complex on Woodward Avenue in an amount not to exceed \$500,000.00.

During discussion, several Councilmembers expressed concern that the proposal did not contain a design plan or description of the features the park would include. Council requested Administration work with the vendor on conceptual plans and resubmit the item at a future meeting.

10C. Request from Police Chief Rouhib to purchase 1 2025 Chevrolet Equinox AWD from Fox Chevrolet in the amount \$32,768.00 to replace a 2012 Dodge Journey. Councilmember Jones expressed concern that this was a duplicate purchase. Chief Rouhib answered the concerns.

MOTION: Sage moved, Jones seconded,
To approve the Request from Police Chief Rouhib to purchase 1 2025 Chevrolet Equinox AWD from Fox Chevrolet in the amount \$32,768.00 to replace a 2012 Dodge Journey.
VOTE: YES: Salvia, Bikson, Hauser, Jones, King, Sage and Trent.
NO: None.
Motion Carried.

10D. Check Register Reports for November 7 and 14, 2024.

11. BOARDS AND COMMISSIONS REPORTS.

11A. City Beautiful Commission – Manager Banda said they discussed the benches sales and Goals and Objectives and the retirement of the City's landscaper Bart.

11B. Budget and Finance Committee – Trent stated they reviewed the SWOT results, the Master Fee Schedule Resolution and that FYE 2026 budget schedule includes Special Meetings on January 25, 2025, February 22, 2025 and March 22, 2025.

11C. Rochester Community House – Salvia said they continue reviewing the renovation project.

11D. Paint Creek Trailways Commission – Sage gave an update on the reconstruction of bridge 31.7.

11E. Rochester Avon Recreation Authority – King stated that revenues are higher than the past 4 years, the entryway project is continuing, that they are working on a strategic plan and they created a party space for older kids.

11F. Downtown Development Authority – Bikson said they received an update on City projects and The Graham Market, they did a recap of the Holiday Expo and that the credit union will not sponsor the BOGO gift certificate sale.

11G. Historical Commission – Sage stated they continue to sell the DUR books, noted that Founders' Day is rescheduled to March 23, 2025 and they have sold 151 historic home plaques.

12. PUBLIC COMMENT.

NONE.

13. GENERAL MISCELLANEOUS.

City Manager Banda thanked the DDA staff for fantastic work on the Festival of Trees event and the Big, Bright Light Show. He also updated Council on the blight concerns from Ms. Filar and that there is an action plan in place.

King, Bikson, Sage all commented on Langniappe and the Big, Bright Show event.

Trent showed her historic home plaque and commented on Oakland County Park having a butterfly program.

Hauser thanked Police, Fire and DPW on their efforts during events.

Mayor Salvia commented on Langniappe and Big, Bright Light Show event and noted that the second December meeting will be on Monday, December 16, 2024 due to the holiday.

14. ADJOURN

Mayor Salvia adjourned the meeting at 8:47 p.m.

Lee Ann O'Connor, City Clerk

Nancy Salvia, Mayor

ROCHESTER POLICE DEPARTMENT

400 SIXTH STREET
ROCHESTER, MICHIGAN 48307
PHONE (248) 651-9621
FAX (248) 651-3607
<http://www.rochestermi.org>

GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: November 26, 2024
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Scare Away Hunger 5K Run

Issue: Request to hold the Scare Away Hunger 5K Run fundraiser for the Rochester Area Neighborhood House.

Analysis: A special event application was submitted by the Rochester Area Neighborhood House to host their Scare Away Hunger 5K fundraiser Run on **October 5, 2025**, from 8:30 am to 11 am. The run will take place within our Municipal Park and a few designated side streets. There will be minor street closures. The DPW indicated that their costs to erect and remove barricades will be approximately \$300.00 and the fire department's cost is approximately \$300 for staffing. A hold harmless agreement and proof of liability insurance have been submitted. There will be approximately 150 registered participants.

Requested Action: Review and approve event as presented.

Attachment(s): Special event application

APPLICATION FOR SPECIAL EVENT PERMIT
PARKS & PUBLIC SPACES

Complete & sign this form and return to City of Rochester Police Chief along with a non-refundable check made to the City of Rochester
Application fee for first time event \$100, 2nd and subsequent years \$75

Date/Hours of Event:

10/5/2025

Date/Hours of Event:

8:30 AM - 11 AM

Name of Event:

Scare Away Hunger 5K and Family Fun Run

Description of Event:

Neighborhood House hosts this annual event as a fundraiser. A family fun run and a 5K will be available for participants. Vendors, crafts and a pancake breakfast will also be offered.

Location Requested:

Race map to be sent; Kiwanis shelter will be reserved.

NOTE: Reservations for the Kiwanis and Lion's Shelters are handled under a separate permit available at City Hall. Please Check availability first by calling City Hall at (248) 733-3700.

Date/Hours of Event:

10/5/2025

Date/Hours of Set-up and Tear Down:

10/5/2025; 6AM - 12PM

Organization Name:

Neighborhood House

Organization Address (include street address, city, state & zip):

1720 S. Livernois, Rochester Hills,
MI 48307

Organization Phone Number:

248-651-5836

Name of Contact Person and Phone Number:

Amy Heitman - 248-651-5836

Contact Person E-Mail (must be provided):

volunteer@ranh.org

On-Site Event Manager/Contact Person Name & Phone Number:

Amy Heitman - (cell) 248.953.8390

ACKNOWLEDGEMENT

The Rochester City Council shall have sole and complete discretion whether to issue a permit.

Nothing contained in the City Code shall be construed to require the City to issue a permit to an applicant, and no applicant shall have any interest or right to receive a permit merely because the applicant has received a permit in the past.

As the authorized agent of the sponsoring organization, I hereby agree that this organization shall abide by all conditions and restrictions specific to the event as determined by the City and will comply with all local, state and federal rules, regulations and laws.

Signature of Applicant

11/25/2024

Date

PLEASE COMPLETE THE FOLLOWING EVENT INFORMATION:

EVENT LAYOUT: Please attach all sketches of the layout to the completed Application.

Organization Type: Government Non-Profit For-Profit

List any additional Sponsors or Participants:

Is this event a fundraiser? YES NO
If yes, indicate beneficiary information:

Is this the first time the event is being held in Rochester? YES NO
Describe:

Was this even previously held outside of Rochester? YES NO
Describe:

Total estimated attendance each day:
150

What parking arrangements will be necessary to accommodate attendance?
Describe:
The municipal lots and surrounding streets will be sufficient for parking for this event.

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe:
blue tooth speakers w/ microphone will be used

Will volunteer staff be provided to assist with safety, security and maintenance: YES NO

Will alcoholic beverages be served? YES NO
If yes, describe:

Will food/beverages be sold? YES NO NOTE: Peddler & Vendor permits are required. Also, Health Department approval required for food sales.
 If yes, describe:

Will merchandise be sold? YES NO
 If yes, describe:

Will the event require the use of any of the following municipal equipment?

Picnic Tables	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Trash Receptacles	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <u>6</u>
Dumpsters	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Electrical Connections	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Meter Bags	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Barricades	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Traffic Cones	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Other	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____

Will you be requesting City safety personnel to be assigned to this event (Police/Fire): YES NO
 Describe:
 The police growler with officer has been a huge benefit for us in the past, so if this is available, we would love the support.

Will street closures be necessary? YES NO
 If yes, include a detailed map and indicate the date and time for closing and re-opening including set-up and tear down.
 Describe:

PLEASE INDICATE IF YOU WILL BE REQUIRING, CONSTRUCTING OR LOCATING ANY OF THESE ITEMS IN THE AREA OF THE EVENT:

Kiwanis and/or Lion's Shelter YES NO

*Reservations for the Kiwanis and Lion's Shelters are handled under separate permits available at City Hall.
Please check availability first by calling City Hall at (248) 733-3700.*

Booths YES NO

If yes, indicate number of booths and size of each.

Tents YES NO

If yes, indicate number of tents and size of each.

**The City requires inspection of all tents larger than 10' x 10'. If any of the tents for your event are larger than 10' x 10', please provide the date and time the tent is assembled so an inspection may be scheduled:*

Date: _____ Time: _____

Awnings YES NO

If yes, number of awnings and size of each:

Canopies YES NO

If yes, number of canopies and size of each:

Tables YES NO

If yes, number of tables and size of each:

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

Other Items Requested YES NO

If yes, describe:

(For Internal Use Only: City of Rochester Department Review/Comments)

Department	Name	Comments	Costs Expected
City Manager			
DPW/Parks & Recreation	Jill Gaffke	NO ISSUES - Barnlades	\$300
Police Department	Chief Rouhib	NO ISSUES	\$
Fire Department	Chief Ciaslik	NO ISSUES Staff	\$300
Building Department			
Finance Department			
Clerk			
DDA (*If in the district)			



To the fullest extent permitted by law the Rochester Area Neighborhood House its officers, directors, employees, agents, contractors, volunteers, representatives and others working on behalf of the applicant/organizer of the event. Rochester Area Neighborhood House is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Rochester, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Rochester against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Rochester, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Rochester, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the applicant's/event organizer's activities permitted pursuant to its special event permit dates: October 6th, 2024 issued by the City of Rochester. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of the City Rochester, its elected or appointed officials, employees, volunteers or others working on behalf of the City of Rochester.

A handwritten signature in blue ink, appearing to read "Michael Dreon", is written over a horizontal line.

Michael Dreon

Executive Director of Rochester Area Neighborhood House

Date

November, 25 2024

MAIN OFFICE

1720 S. Livernois Road
Rochester Hills, MI
48307
248-651-5836

CLOTHES CLOSET

44 Mill Street
Rochester, MI
48307

FOOD PANTRY

1315 N. Pine Street
Rochester, MI
48307

● ● ● ● RANH.ORG

August			
9		Detroit Congenital Heart Walk	Municipal Park
September			
27	0800-1100	Hometown Hustle	Downtown Rochester
October			
5	8:30 am-11 am	Scare Away Hunger 5K & Family Fun Run	Municipal Park
November			
December			

ROCHESTER POLICE DEPARTMENT

400 SIXTH STREET
ROCHESTER, MICHIGAN 48307
PHONE (248) 651-9621
FAX (248) 651-3607
<http://www.rochestermi.org>

GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: November 27, 2024
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Goodbye24 5K Run/Walk Event-2024

Issue: Request to hold the Goodbye24 5K Run/Walk Event

Analysis: The Eastside Racing Company has submitted a special event application to host the Goodbye24 5K Run/Walk event on **December 31, 2024**, from 2 pm to 3 pm on the Clinton River Trail. There will be approximately 100 participants. The run will begin at the Rochester Avon Recreation Authority building onto the Clinton River Trail towards Rochester University. The applicant is requesting assistance with crossing at Diversion and the Clinton River Trail. There will be no street closures or associated costs for this event.

A hold harmless agreement and proof of liability insurance have already been submitted.

Requested Action: Review and approve event as presented.

Attachment(s): Special event application

APPLICATION FOR SPECIAL EVENT PERMIT
PARKS & PUBLIC SPACES

Complete & sign this form and return to City of Rochester Police Chief along with a non-refundable check made to the City of Rochester
Application fee for first time event \$100, 2nd and subsequent years \$75

Date/Hours of Event:

December 31st, 2:30pm-3:30pm

Date/Hours of Event:

December 31st, 2:30pm-3:30

Name of Event:

Goodbye24 5k run/walk

Description of Event:

Goodbye24 is a 5k run/walk that starts and finishes from the Rochester Avon Recreation Authority building and is run entirely on the Clinton River Trail, heading towards Rochester University.

Location Requested:

Run/walk is on the Clinton River Trail

NOTE: Reservations for the Kiwanis and Lion's Shelters are handled under a separate permit available at City Hall. Please Check availability first by calling City Hall at (248) 733-3700.

Date/Hours of Event:

December 31st, 2:30pm to 3:30pm

Date/Hours of Set-up and Tear Down:

December 31st 2024, 2:00-3:00

Organization Name:

Eastside Racing Company

Organization Address (include street address, city, state & zip):

430 Nesbit, Rochester Hills, MI
48309

Organization Phone Number:

248 321-9814

Name of Contact Person and Phone Number:

Mark Skelcy 248 321-9814

Contact Person E-Mail (must be provided):

Markskelcy@gmail.com

On-Site Event Manager/Contact Person Name & Phone Number:

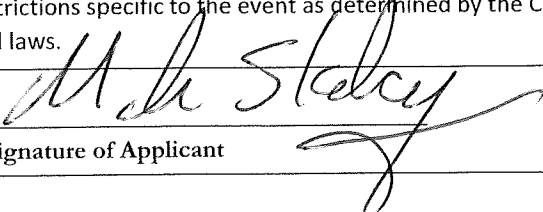
Mark Skelcy 248 321-9814

ACKNOWLEDGEMENT

The Rochester City Council shall have sole and complete discretion whether to issue a permit. Nothing contained in the City Code shall be construed to require the City to issue a permit to an applicant, and no applicant shall have any interest or right to receive a permit merely because the applicant has received a permit in the past.

As the authorized agent of the sponsoring organization, I hereby agree that this organization shall abide by all conditions and restrictions specific to the event as determined by the City and will comply with all local, state and federal rules, regulations and laws.

Signature of Applicant



11-21-2024

Date

PLEASE COMPLETE THE FOLLOWING EVENT INFORMATION:

EVENT LAYOUT: Please attach all sketches of the layout to the completed Application.

Organization Type: Government Non-Profit For-Profit

List any additional Sponsors or Participants:

Is this event a fundraiser? YES NO
If yes, indicate beneficiary information:

Is this the first time the event is being held in Rochester? YES NO
Describe:

Was this even previously held outside of Rochester? YES NO
Describe:

Total estimated attendance each day:
100 participants

What parking arrangements will be necessary to accommodate attendance?
Describe:
Participants will park at the RARA building

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe:

Will volunteer staff be provided to assist with safety, security and maintenance: YES NO
Volunteers will be on the course.

Will alcoholic beverages be served? YES NO
If yes, describe:

Will food/beverages be sold? YES NO NOTE: *Peddler & Vendor permits are required. Also, Health Department approval required for food sales.*
 If yes, describe:

Will merchandise be sold? YES NO
 If yes, describe:

Will the event require the use of any of the following municipal equipment?

Picnic Tables	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Trash Receptacles	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Dumpsters	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Electrical Connections	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Meter Bags	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Barricades	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Traffic Cones	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Other	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____

Will you be requesting City safety personnel to be assigned to this event (Police/Fire): YES NO
 Describe:
 Volunteers can be used to cross participants at Diversion Street, but will use Police if requested.

Will street closures be necessary? YES NO
 If yes, include a detailed map and indicate the date and time for closing and re-opening including set-up and tear down.
 Describe:
 Diversion Street can be done as a "soft" closure as participants will be spread out at this point. Participants will cross Diversion twice, going out to the turn around and then on the way back.

PLEASE INDICATE IF YOU WILL BE REQUIRING, CONSTRUCTING OR LOCATING ANY OF THESE ITEMS IN THE AREA OF THE EVENT:

Kiwanis and/or Lion's Shelter YES NO

*Reservations for the Kiwanis and Lion's Shelters are handled under separate permits available at City Hall.
Please check availability first by calling City Hall at (248) 733-3700.*

Booths YES NO

If yes, indicate number of booths and size of each.

Tents YES NO

If yes, indicate number of tents and size of each.

**The City requires inspection of all tents larger than 10' x 10'. If any of the tents for your event are larger than 10' x 10', please provide the date and time the tent is assembled so an inspection may be scheduled:*

Date: _____ Time: _____

Awnings YES NO

If yes, number of awnings and size of each:

Canopies YES NO

If yes, number of canopies and size of each:

Tables YES NO

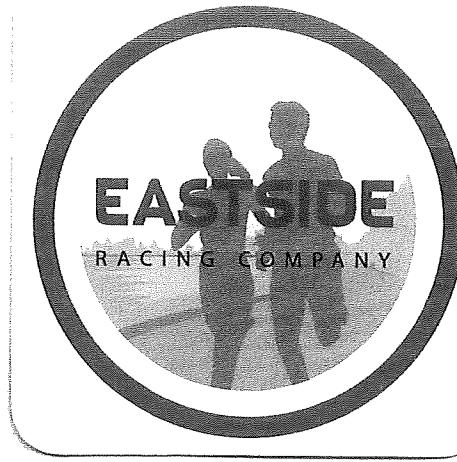
If yes, number of tables and size of each:

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

Other Items Requested YES NO

If yes, describe:



SAMPLE HOLD HARMLESS LANGUAGE: To the fullest extent permitted by law the (Mark Skelcy) its officers, directors, employees, agents, contractors, volunteers, representatives and others working on behalf of the applicant/organizer of the event. (Mark Skelcy) is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Rochester, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Rochester against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Rochester, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Rochester, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the applicant's/event organizer's activities permitted pursuant to its special event permit dates: (December 31st, 2024) issued by the City of Rochester. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of the City Rochester, its elected or appointed officials, employees, volunteers or others working on behalf of the City of Rochester. (Include a signature line for duly authorized representative of the organizer to sign and date.)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/21/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McNish Group 26622 Woodward Avenue Ste. 200 Royal Oak MI 48067	CONTACT NAME: certs@mcnish.com PHONE (A/C, No, Ext): 248-544-4800 E-MAIL ADDRESS: certs@mcnish.com	FAX (A/C, No): 248-544-4801	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Eastside Racing Co LLC 430 Nesbit Lane Rochester Hills MI 48309	INSURER A: Western World Insurance Co.		
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES

CERTIFICATE NUMBER: 1547142092

REVISION NUMBER:

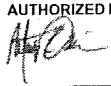
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NPP8869808	8/25/2024	8/25/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Event: Goodbye 24
 Additional Insured as required by written contract: City of Rochester

CERTIFICATE HOLDER**CANCELLATION**

City of Rochester City Manager 400 Sixth Street Rochester MI 48307	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

© 1988-2015 ACORD CORPORATION. All rights reserved.

2024 Rochester Event Calender

Tentative Events

November 27, 2024

Month	Time	Event	Location
January			
19-20	5pm-9pm	Frost Festival	E Third-W. Fourth
21	9am-11am	Frozen Paw 5K	Municipal Park
February			
No Events Scheduled			
March			
16-17	7am-2am	St. Baldricks Festival	Fourth/Main-Walnut
17	7am-2am	O'Connor's St. Patrick's Day Event	O'Connor's
22-24	9am-6pm	Knights of Columbus Tootsie Roll Drive	Main/University
April			
20	9am-11am	RARA Earth Day 5K Run	Municipal Park
May			
11	9am-2pm	Walk MS Rochester	Municipal Park
19	1pm-4pm	North Oakland Dance Company	Bandshell
25-26	8am-9pm	Heritage Days	Municipal Park
June			
1	8am-10am	OPC 5K Run/Walk-Meals for Wheels	Clinton Trail
1-30	No Time	Gun Violence Awareness Month	Downtown-Orange Ribbons
7	10 am-2pm	End of the School Year family/student picnc	Kiwanis
8	7am-1pm	2nd Annual Tour De Cedarbrook	CANCELLED
8	9am-7pm	Bark & Brew	Municipal Park
13	7pm-9pm	Music in the Park	Bandshell
20	7pm-9pm	Music in the Park	Bandshell
22	1pm-4pm	Pride in the Park	Municipal Park
22	10am-6pm	Downtown Rochester Makers' Market	W. Fourth/Main
27	7pm-9pm	Music in the Park	Bandshell
July			
4	7pm-9pm	Music in the Park	Bandshell
11	7pm-9pm	Music in the Park	Bandshell
14	6pm-8pm	Uplifting Music in the Park	Bandshell
18	7pm-9pm	Music in the Park	Bandshell
18-20	10am-9pm	Downtown Rochester Sidewalk Sales	Downtown Rochester
19	6pm-10 pm	Dancin in the Street	W Fourth/Walnut
20	6pm-11pm	Movies in the Moonlight	Farmers Market
24-27	6pm-9pm	Greater Rocheser Open Tennis Tournaments	Municipal Park
25	7pm-9pm	Music in the Park	Bandshell
27	6pm-11pm	Movies in the Moonlight	Farmers Market
28	11am-3pm	The Italian Happening	Municipal Park
August			
1-3	9am-9pm	Greater Rochester Open Tennis Tournaments	Municipal Park

3	6am-11am	Color of Wellness 5K	Municipal Park
3	6pm-11pm	Movies in the Moonlight	Farmers Market
6	12 pm-4pm	Consumers Energy Family Fun Day	Kiwanis
10	3pm-5pm	Shine Bright Family Fun Run	CANCELLED
11	5am-5pm	Rockin Rods n' Rochester	2nd-4th on Walnut
17	8am-12pm	Detroit Congenital Heart Walk	Municipal Park
25	6am-4pm	Family Praise & Picnic in the Park	Municipal Park
28	No Times	Michigan Ovarian Cancer National Alliance	Downtown Rochester
30	2pm-9pm	International Student Welcome Gathering	Municipal Park
September			
1	No Times	Michigan Ovarian Cancer National Alliance	Downtown Rochester
6-8	10am-10pm	Art & Apples	Municipal Park
15	1pm-4pm	St. Andrew Parish Picnic	St. Andrew Parish
22	8am-2pm	Detroit POTS 5K	Municipal Park
28	7am-1pm	Hometown Hustle	Municipal Park
October			
3	7pm-9pm	Rochester Posed	Downtown
5	8am-1pm	Lupus Awareness Walk	Municipal Park
6	9am-1pm	Scare Away Hunger 5K Run	Municipal Park
11	10a-5p	Knights of Columbus Tootise Roll Drive	Main/University
12	9 am-11 am	Fall Footbal Frenzy 5K Run (RARA)	Clinton River Trail
19	3:30 pm-6:30	Trick or Treat	Downtown
19	5pm-6pm	Heroes vs Villains Kids 1 mile Fun Run	Clinton River Trail
26	9am-12:00 pm	Making Strides Against Breast Cancer	Municipal Park
November			
25	6p-9p	Lagniappe	Downtown
December			
6&7	8a-8p	Kris Kringle Market	Downtown
6&7	9am-	Rochester Goodfellows Paper Sales	Downtown
8	2pm-4pm	Christmas Parade	Downtown
31	2:30-3:30 pm	Goodbye24 5K Run/Walk	Clinton River Trail

(For Internal Use Only: City of Rochester Department Review/Comments)

Department	Name	Comments	Costs Expected
City Manager			
DPW/Parks & Recreation	Jill Caffrey		⊖
Police Department	Chief Rouhls		⊖
Fire Department	Chief Cieslik		⊖
Building Department			
Finance Department			
Clerk			
DDA (*If in the district)			



City of Rochester

400 Sixth Street
Rochester, MI 48307
P: (248) 651-9061
F: (248) 651-2624
www.rochestermi.org

MEMORANDUM

DATE: December 5, 2024
TO: Nik Banda City Manager
FROM: Holly Meyers Executive Assistant
SUBJECT: 2025 Schedule of Regular City Council Meetings

Staff reviewed the 2025 Council dates for regular meetings and found 3 dates that would need to be changed from the normal 2nd and 4th Mondays of each month.

May 26th which is Memorial Day, November 24th which is Lagniappe and December 22nd which is Christmas week.

Proposed Schedule for Regular City Council Meetings 2025

January 13, 2025

January 27, 2025

February 10, 2025

February 24, 2025

March 10, 2025

March 24, 2025

April 14, 2025

April 28, 2025

May 12, 2025

May 27, 2025 Changed from May 26, 2025 for (Memorial Day)

June 9, 2025

June 23, 2025

July 14, 2025

July 28, 2025

August 11, 2025

August 25, 2025

September 8, 2025

September 22, 2025

October 13, 2025

October 27, 2025

November 10, 2025

November 25, 2025 Changed from November 24, 2025 (Lagniappe)

December 8, 2025

December 15, 2025 Changed from December 22, 2025 (Christmas week)



City of Rochester

400 Sixth Street
Rochester, MI 48307
P: (248) 651-9061
F: (248) 651-2624
www.rochestermi.org

MEMORANDUM

Date: October 11, 2024

To: Nik Banda, City Manager

From: Jeffrey S. Kragt

Subject: Miller / Baldwin Road Reconstruction - SAD

Copies: Jeremy Peckens, Holly Meyers, Megan Frazho

Issue: Consideration of SAD request.

Analysis: As City Council knows from the letter dated August 30, 2024, the condominium associations of Rochester Park, Rochester Park II and the Hills of Rochester are seeking consideration of a request for the City to establish a special assessment district (SAD) to provide the mechanism by which they would be able to fund the reconstruction of Miller and Baldwin Roads. I have enclosed a copy of the August 30, 2024 letter for City Council's convenience. I will not go through extensive background as the letter does so very well, but I want to provide some additional information and comment.

The City has received a number of complaints over the years regarding the conditions of the roads, namely Baldwin Avenue and a section of Miller Road. These roads are privately owned in various portions and configurations by the five associations/owners. Thus, would be those owners' obligation to ensure that the roads are kept in a reasonably safe and appropriate condition for travel. These are not roads that the City maintains.

The City met on multiple occasions with representatives of the condominium associations in that area, who indicate they represent the 222 condominium owners in the noted associations. The representatives estimate that the cost to redo the roads could be \$1.2 million if completed in 2025. While the representatives have indicated their respective associations are prepared to proceed with repairs at their cost, they would not be able to "self-fund" these repairs all up front as would be required for the reconstruction project. Thus, they are requesting that the City establish a special assessment district ("SAD") to essentially advance the funds through this mechanism to get the project completed next year. By going this route, the City would

pay for the work and then each of the owners would be subject to a special assessment for a number of years and would pay the City back for those costs. Use of SADs for private road projects is not unusual and has been utilized in other municipalities that have private roads.

If the City agrees and the project moves forward, these roads do not become City roads. Rather, they stay in their current ownership with the same obligations for maintenance and repairs. The ownership groups are to the point of wanting to do a complete fix of the roadways and the underlying bases rather than simply putting patching band-aids on the roads to keep them drivable. While there was a brief discussion over what it would take to improve the roads to then turn ownership of them over to the City, to construct these roads to City standard (including curbs and gutters) would be extraordinarily expensive and cost prohibitive.

As you can see from the “next steps” section of the letter, the representatives from the three condo associations taking the lead on this project would like to present their case to City Council and request that the SAD be established for this project. The terms and details would obviously need to be worked out, but it is important that the initial discussion take place to determine whether or not City Council is agreeable to moving forward with the request. This process has already involved me, the City’s code enforcement (the Fire Department) and City Manager Banda. Moving forward with their requests is within the discretion of Council and it is empowered to do so by its ordinances. Of note, City Manager Banda is not in support of the request due to funding challenges and potentially precedent-setting considerations. That said, City Manager Banda recognizes that the group would be entitled to make the request to City Council for its consideration, which it is doing now. The representatives intend to appear before City Council at its November 26, 2024 meeting to make the request.

Attachment: August 30, 2024 Letter

A Joint Letter from the Condominium Associations of
ROCHESTER PARK, ROCHESTER PARK II, THE HILLS OF ROCHESTER

August 30, 2024

Honorable Mayor and City Council
City Manager Nik Banda
City of Rochester
400 Sixth Street
Rochester, Michigan 48307

Dear Honorable Mayor and City Council, City Manager Banda,

On behalf of the 222 condominium owners from Rochester Park, Rochester Park II, and The Hills of Rochester, we respectfully seek your consideration of the following request for assistance to reconstruct the roads serving our communities.

BACKGROUND

Five communities make up the ownership of two private roads within the City of Rochester. One of these roads, Baldwin Avenue, is in its entirety, within the five developments. The other is a section of Miller Road, which connects Elizabeth Road to the city-owned portion of Miller Road. For several years, these roads have been in a state of disrepair, and past Association boards and property managers have attempted to find a solution to getting them reconstructed and to a level that makes them acceptable on which to travel as well as more presentable as a road within the City of Rochester. All previous attempts have failed. The roads have continued to decline, and at least one section of Miller Road can be currently described as being in “deplorable condition”.

FUNDING

The Associations recognize their responsibility for maintaining these roads. However, the Associations have no reliably achievable method of pre-funding a road project that is estimated to be as much as \$1.2 million if reconstructed in 2025. As a result, the Associations continue to spend thousands of dollars annually patching a road that is beyond salvageable. The Associations listed above are fully prepared to embrace and fund a permanent solution, the reconstruction of both roads in their current configuration.

URGENCY

Aside from the terrible condition of these two roads, we have observed situations that make getting these roads improved, a priority. Allow us to share a couple of examples. First, we have a resident in one of our communities who is blind. It is disheartening to watch this gentleman, being led by his assistance dog, maneuvering around substantial potholes or in some cases, stepping into them. This is not safe and frankly, difficult to observe and to continue to allow to happen. In addition, one resident who is a senior has been informed by the Older Person's Commission (OPC), that OPC will no longer allow their busses to travel down our portion of Miller Road due to the damage it has caused to their busses. These are two of many problematic issues that need to be addressed sooner than later. The road is no longer adequate for automobile or pedestrian traffic.

SPECIAL ASSESSMENT DISTRICT (SAD)

On Tuesday August 20, 2024, representatives from Rochester Park, Rochester Park II, and The Hills of Rochester met to discuss the roads. All three Associations, representing 222 of the 262 condominium units, or 85%, that make up the five Associations served by these roads, are in full support of moving ahead with a road reconstruction as early as 2025, but we need your help. We are seeking the initiation of an SAD by the City of Rochester, with the City providing the necessary funds up front to complete the improvements.

While we recognize that requesting an SAD for a private road may be unconventional, we believe that our circumstance is unique and deserves your consideration. Unlike other private roads in Rochester, we believe that our roads, which serve 262 residential homes, are perhaps the only ones that provide direct passage from a city road to a city road. In this case, our private portion of Miller Road is used as a completely public road connecting Elizabeth Road (a City road) to the city's portion of Miller Road. This means that our residents endure the traffic and noise, as well as the wear and tear of regular public use that includes busses, heavy trucks, and passenger automobiles, all at our expense. While we fully recognize our private road status, we believe that the city's participation in helping us to provide the financial capital with our promise of repayment through an SAD, is appropriate under these circumstances and can be achieved through a partnership between the City and a group of its residents. The five properties with ownership of the roads would continue to maintain them as private roads, and continue to have them plowed, salted, and patched. From that perspective, nothing would change and we're not asking or expecting the city to take over ownership.

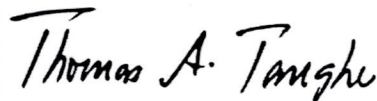
NEXT STEPS

Based on the above, representatives from Rochester Park, Rochester Park II, and The Hills of Rochester would like the opportunity to discuss this further with the entire City Council. We wish to ask the City Council to provide the necessary funding to complete the project, with an SAD that will require repayment by the 262 co-owners over an agreed upon period

that we believe should not exceed ten years, with perhaps an even shorter payback period if desired by the City. Our request will be to reconstruct the roads in their current configuration, with no added amenities. We have very recently incurred costs associated with a geotechnical engineering consultant study which has provided us with guidance on a proper reconstruction method. Based on an estimate provided by the City from sixteen months ago to reconstruct these two roads at \$840,000, we think that a construction estimate that includes unforeseen conditions, engineering, and inspection costs, as well as construction management costs, could be as much as \$1.2 million in 2025, with inflation considered.

We look forward to your response and an opportunity to present our request to you. Our hopes are that these roads can be included in any upcoming paving program you may be implementing for the City. Absent your assistance, we see no viable solution to completing this much needed improvement anytime in the near future.

Best regards,



Thomas A. Tanghe, President
Rochester Park Condominium Association
M: 248.270.6055
Email: tsquared.tat@gmail.com



Edward Oland, Senior Property Manager
Rochester Park II and The Hills of Rochester
on behalf of their condominium boards
O: 248.923.2673
Email: Ed@RochesterPMG.com

PLEASE NOTE: Resident Dennis Scott who owns two units and makes up one of the five properties referenced herein, as well as Rochester Ridge, which contains 38 units, will be advised of this request. While Mr. Scott has been a cooperative participant thus far, we do not represent his participation. As for Rochester Ridge, while invited, they have not participated in discussions leading up to our request today but will be informed of our request. These two properties must be a party to the SAD if it is approved. Together, these two properties represent 15% of the total number of homes that would participate.



City of Rochester

400 Sixth Street
Rochester, MI 48307
P: (248) 651-9061
F: (248) 651-2624
www.rochestermi.org

MEMORANDUM

Date: December 5, 2024
To: Mayor and City Council
From: Lee Ann O'Connor, City Clerk
Subject: City Council appointment to the Board of Review – Alternate position

Administration is requesting City Council consider an appointment to the Board of Review - Alternate.

The application for Doug Bills was emailed to City Council on Tuesday, December 3. This is a City Council appointment, not Mayor.

Mr. Bills has been a member of the Board of Review in the past. The current Boards and Commissions List shows that the terms of office for the current Board members all have expired or will expire in 2025. The Board has an expiration date in February rather than our traditional May due to Charter requirement and they meet in March each year.

Administration is asking Council to nominate/appoint Doug Bills as an Alternate to the Board of Review for a 3 year term expiring February 2028 and reappoint Juanita Mallman for a term expiring February 2026, Jana Yezak for a term expiring February 2027 and Kyle Houston to a term expiring February 2028. This will update the entire Board.

Thank you for your consideration.



City of Rochester

400 Sixth Street
Rochester, MI 48307
P: (248) 651-9061
F: (248) 651-2624
www.rochestermi.org

MEMORANDUM

Date: December 4, 2024
To: Nik Banda, City Manager
From: Marcy Moriwaki, Deputy Finance Director / Deputy Treasurer
Subject: Master Fee Schedule Update
Budget Impact: Estimated Increased Revenue ~\$10,000 annually

Issue: Updated Proposal for City Master Fee Schedule

Analysis: At the November 11, 2024, City Council meeting, staff presented the initial proposal for fee updates. Following a robust discussion, Council requested further review of specific items.

Subsequently, the proposal was revisited with the Finance and Budget Committee. It was decided at the committee level to remove the proposed adjustments for Code Enforcement, Cemetery, and Pet Licensing fees from the current proposal. These items will instead be subject to more in-depth discussions with Council during the Budget Workshops scheduled for early 2025.

The revised proposal now highlights the items with proposed changes in yellow, along with their suggested effective dates.

Summary of Changes:

1. Building Department & Planning, 54 requested changes
 - a. Adjusting Application fee
 - b. Reducing Generator fee from \$150 to \$20
 - c. Community comparison adjustment for certain plumbing fees
2. Clerk Department - Park Reservation, 3 requested changes
 - a. Updating Kiwanis Pavillion reservation non-city resident fee
 - b. Including Gazebo at Lions Park to fee schedule
3. DPW, 14 proposed changes
 - a. Water & Sewer Connection cost updates
4. Fire Department, 4 proposed changes
5. Police Department - Parking, 19 change requests

Requested Action: Motion to approve the Resolution with requested fee changes included in the attached Master Fee Schedule to be effective January 1, 2025 unless otherwise indicated.

Attachment: [Quick Look \(Summary\) of Proposed Master Fee Schedule Changes](#)
[City's Master Fee Schedule](#)
Master Fee Schedule Resolution

Quick Look (Summary) of Proposed Master Fee Schedule Changes

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PLAN/BD	BUILDING PERMIT FEES: Based on Current ICC Tables or Construction Value (whichever is greater).		
P1	Residential. Single Family Building Permit	Application Fee: \$35, \$165 minimum for first \$10,000 of work, & \$7 per \$1,000 valuation of work, thereafter, plus plan review & certificate of occupancy fee. Re-inspection: \$65	Application Fee: \$40, \$135 minimum for first \$5,000 of work, & \$7 per \$1,000 valuation of work, thereafter, plus plan review & certificate of occupancy fee. Re-inspection: \$65
P2	Residential Addition, greater than \$100,000, Building Permit	Application Fee: \$35, \$165 for first \$10,000 of work, & \$7 per \$1,000 valuation, thereafter, plus plan review fee. Re-inspection: \$65	Application Fee: \$40, \$135 for first \$5,000 of work, & \$7 per \$1,000 valuation, thereafter, plus plan review fee. Re-inspection: \$65
P3	Residential Addition, less than \$100,000(Accessory, Deck, Porch), Building Permit	Application Fee: \$35, \$100 for first \$10,000 of work, & \$7 per \$1,000 valuation. After first \$10,000.00 valuation of work, use schedule for residential additions plus plan review fee. Re-inspection: \$65	Application Fee: \$40, \$135 for first \$5,000 of work, & \$7 per \$1,000 valuation. After first \$5,000 valuation of work, use schedule for residential additions plus plan review fee. Re-inspection: \$65
P4	Residential Remodel, Alteration, Interior Finish, Building Permit	Application Fee: \$35, \$100 minimum for the first \$2000.00 of valuation of work, \$7.00 per \$1000.00 valuation (plus plan review fee). After first \$10,000.00 valuation of work, use schedule for residential additions. Re-inspection: \$65	Application Fee: \$40, \$135 minimum for the first \$5000 of valuation of work, \$7.00 per \$1000 valuation (plus plan review fee). After first \$5,000 valuation of work, use schedule for residential additions. Re-inspection: \$65
P5	Commercial/Industrial New Building or Multi-Family Residential, Building Permit	Application Fee: \$35, Building Permit Fee: \$250 min. for first \$5,000.00 valuation of work, \$7.00 per \$1,000.00 valuation thereafter, plus \$50 certificate of occupancy fee. Re-inspection: \$65	Application Fee: \$40, Building Permit Fee: \$250 min. for first \$5,000 valuation of work, \$7.00 per \$1,000 valuation thereafter, plus \$50 certificate of occupancy fee. Re-inspection: \$65
P6	Building Plan Review Applies for P1 - P5	Plus Plan Review Fee Based Upon Construction Value, \$100 (\$0 - \$10,000), CV \$10,001 - \$1,000,000 multiplies by 0.0020 (minimum \$150), CV (over \$1,000,001) multiplied by 0.001	Plus Plan Review Fee Based Upon Construction Value, \$100 (\$0 - \$5,000), CV \$5,001 - \$1,000,000 multiplies by 0.0020 (minimum \$150), CV (over \$1,000,001) multiplied by 0.001
PLAN/BD	Demolition Permits		
P8	Administrative Processing Fee	\$35	\$40
P9	Garages, Sheds and Similar Structures	\$75	\$100
	Roof, Fence, Wall Shed, Other		
P14	Administrative Processing Fee	\$ 35.00	\$40
P15	Roofing Permit	\$ 75.00	\$100
P16	Fence/Wall/Shed Permit	\$ 75.00	\$100
PLAN/BD	Sign & Other Permits:		
P36	Administrative Processing Fee	\$35	\$40
	INSPECTIONS / REGISTRATION/OCCUPANCY		
P47	Common Area Inspection	\$15	ELIMINATE
P50	Vacant Property Reinspection	\$100	ELIMINATE
PLAN/BD	Electrical Fee Schedule:		
PE1	Administrative Processing Fee	\$35	\$40
PE7	Generators:	\$150 /generator	\$20/generator
PLAN/BD	Plumbing Fee Schedule:		
PB1	Administrative Processing Fee	\$35	\$40
PB3	Stacks, vents, AAV's each:	\$15	\$20
PB4	Conductors, each:	\$15	\$20
PB5	Sink, Bathtub, Water Closet, each:	\$15	\$20
PB6	Bidet, each:	\$15	\$20
PB7	Lavatory, Laundry tray, each:	\$15	\$20
PB8	Water heater, each	\$15	\$20

Quick Look (Summary) of Proposed Master Fee Schedule Changes

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PLAN/BD	<u>Water distribution system:</u>		
PB9	3/4 inch	\$15	\$35
PB10	One inch	\$20	\$50
PB11	One and one quarter inch	\$25	\$55
PB12	One and one half inch	\$30	\$60
PB13	Two inch	\$35	\$70
PB14	Above two inch	\$50	\$70
PB15	Floor drains (basement), each	\$15	\$20
PB16	Drinking fountain, each	\$15	\$20
PB17	Sump pump, each	\$15	\$20
PB18	Grease Trap, each	\$15	\$20
PB19	Urinal, each	\$15	\$20
PB20	Hose bib, each	\$15	\$20
PB21	Shower pan, each	\$15	\$20
PB22	Add'l Inspection for Shower pan not installed in Rough Insp.		\$75
PB23	Dishwasher, each	\$15	\$20
PB24	Humidifier, each	\$15	\$20
PB25	Garbage disposal, each	\$15	\$20
PB26	Crock to iron, each	\$15	\$20
PB27	Perimeter drains, each	\$15	\$20
PB28	Bar sink, each opening	\$15	\$20
PB29	Water softener, each	\$15	\$20
PB30	Lawn Sprinkler system	\$15	\$30
PB31	Other water connected appliances, each	\$15	\$20
PB32	Under Ground & Sub Slab	\$15	\$20
PB33	Roof sumps, each	\$15	\$20
PB34	Back Flow preventer, each:	\$15	\$30
PB35	Pressure Test		\$75
PB41	Under Ground Inspection	In Building System, not on MFS	\$75
PLAN/BD	<u>Mechanical Fee Schedule:</u>		
PM1	Administrative Processing Fee	\$35	\$40
PM35	Fire Protection Sprinkler-Modifications	\$90	Eliminate
PM49	Administrative Processing Fee	\$35	\$40
PARK	<u>PARK & FACILITY FEE</u>		
PARK2	Kiwanis Pavilion, Non-Resident reservation fee	\$150	\$200 (includes the serving room, no deposit)
PARK7	Gazebo at Lions Park, Rochester City Resident reservation fee		\$50
PARK8	Gazebo at Lions Park, Non-Resident reservation fee		\$100

Quick Look (Summary) of Proposed Master Fee Schedule Changes

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
	PUBLIC WORKS DEPARTMENT		
DPW8	Water connection: 60' feet or less	\$884	\$930
DPW9	Water connection: 60' feet or larger	\$1,561	\$1,650
DPW10	Water connection: multiple family units each	\$520	\$550
DPW36	Sewer connection: 60' feet or less	\$1,561	\$1,650
DPW37	Sewer connection: 60' feet or larger	\$2,601	\$2,750
DPW38	Sewer connection: multiple family units each	\$1,040	\$1,100
DPW39	Water Disconnection by City Worker	Min. \$350, add'l charges TBD by DPW	Min. \$450, add'l charges TBD by DPW
DPW40	Storm Connection Fee	\$1,530	\$1,610
	NON-CITY SEWER CONNECT FEE FOR RESIDENTIAL		
DPW41	Sewer connection: 60' feet or less	\$2,601	\$2,750
DPW42	Sewer connection: 60' feet or larger	\$4,328	\$4,550
DPW43	Sewer connection: multiple family units each	\$1,737	\$1,825
	NON-CITY WATER CONNECT FEE FOR RESIDENTIAL		
DPW44	Water connection: 60' feet or less	\$1,477	\$1,550
DPW45	Water connection: 60' feet or larger	\$2,601	\$2,750
DPW46	Water connection: multiple family units each	\$864	\$910
FD	FIRE INSPECTIONS		
FD23	1st		\$0
FD24	2nd follow up		\$0
FD25	3rd follow up		\$50/per Violation
FD26	4th follow up		\$100/per Violation
PD	POLICE DEPARTMENT		
PD1	Accident Reports	Per FOIA	\$18
PD6	Impound vehicle release fee	\$20	\$30
			PROPOSED FEE as of 2.1.2025
PD10	Parking Permit, Hanging Tag	\$20/mo (in 3 mo. Increments)	\$30/mo.
PD11	Parking Permit, Platforms	\$20/mo (in 3 mo. Increments)	\$30/mo.
			PROPOSED FEE as of 1.1.2025
PD14	Parking - Handicapped violation	\$100 if pd in 14 days; \$200 if pd after 14 days	\$125 if pd in 14 days; \$250 if pd after 14 days
PD15	Parking - Parking fire hydrant	\$30 if pd in 14 days; \$60 if pd after 14 days	\$75 if pd in 14 days; \$150 if pd after 14 days
PD16	Parking - Blocking crosswalk, sidewalk, drive, other	\$30 if pd in 14 days; \$60 if pd after 14 days	\$75 if pd in 14 days; \$150 if pd after 14 days
PD17	Parking - Parking between curb and sidewalk	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD19	Parking - Improper parking	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD20	Parking - Restricted parking - no resd permit	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD21	Parking between 2:00 a.m and 6:00 a.m.	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD22	Parking - Prohibited parking	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD23	Parking over posted time limit	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD24	Parking - Parked over 24 hours	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD25	Parking - Prohibited Parking-Private Property	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD26	Parking - Lost Parking/Pass Permit	Existing Fee but New on Master Fee Schedule	\$30
PD27	Parking - Lost Parking Ticket	Existing Fee but New on Master Fee Schedule	\$30
PD28	Parking - Other violation (specify)	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD	SPECIAL EVENT APPLICATION		

Quick Look (Summary) of Proposed Master Fee Schedule Changes

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PD30	Application Fee	1st time event \$100, subsequent years \$75	1st time event \$150, subsequent years \$125

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PLAN/BD	BUILDING PERMIT FEES: Based on Current ICC Tables or Construction Value (whichever is greater).		
P1	Residential. Single Family Building Permit	Application Fee: \$35, \$165 minimum for first \$10,000 of work, & \$7 per \$1,000 valuation of work, thereafter, plus plan review & certificate of occupancy fee. Re-inspection: \$65	Application Fee: \$40, \$135 minimum for first \$5,000 of work, & \$7 per \$1,000 valuation of work, thereafter, plus plan review & certificate of occupancy fee. Re-inspection: \$65
P2	Residential Addition, greater than \$100,000, Building Permit	Application Fee: \$35, \$165 for first \$10,000 of work, & \$7 per \$1,000 valuation, thereafter, plus plan review fee. Re-inspection: \$65	Application Fee: \$40, \$135 for first \$5,000 of work, & \$7 per \$1,000 valuation, thereafter, plus plan review fee. Re-inspection: \$65
P3	Residential Addition, less than \$100,000(Accessory, Deck, Porch), Building Permit	Application Fee: \$35, \$100 for first \$10,000 of work, & \$7 per \$1,000 valuation. After first \$10,000.00 valuation of work, use schedule for residential additions plus plan review fee. Re-inspection: \$65	Application Fee: \$40, \$135 for first \$5,000 of work, & \$7 per \$1,000 valuation. After first \$5,000 valuation of work, use schedule for residential additions plus plan review fee. Re-inspection: \$65
P4	Residential Remodel, Alteration, Interior Finish, Building Permit	Application Fee: \$35, \$100 minimum for the first \$2000.00 of valuation of work, \$7.00 per \$1000.00 valuation (plus plan review fee). After first \$10,000.00 valuation of work, use schedule for residential additions. Re-inspection: \$65	Application Fee: \$40, \$135 minimum for the first \$5000 of valuation of work, \$7.00 per \$1000 valuation (plus plan review fee). After first \$5,000 valuation of work, use schedule for residential additions. Re-inspection: \$65
P5	Commercial/Industrial New Building or Multi-Family Residential, Building Permit	Application Fee: \$35, Building Permit Fee: \$250 min. for first \$5,000.00 valuation of work, \$7.00 per \$1,000.00 valuation thereafter, plus \$50 certificate of occupancy fee. Re-inspection: \$65	Application Fee: \$40, Building Permit Fee: \$250 min. for first \$5,000 valuation of work, \$7.00 per \$1,000 valuation thereafter, plus \$50 certificate of occupancy fee. Re-inspection: \$65
P6	Building Plan Review Applies for P1 - P5	Plus Plan Review Fee Based Upon Construction Value, \$100 (\$0 - \$10,000), CV \$10,001 - \$1,000,000 multiplies by 0.0020 (minimum \$150), CV (over \$1,000,001) multiplied by 0.001	Plus Plan Review Fee Based Upon Construction Value, \$100 (\$0 - \$5,000), CV \$5,001 - \$1,000,000 multiplies by 0.0020 (minimum \$150), CV (over \$1,000,001) multiplied by 0.001
P7	Third Party Structural Review	Reimbursement for 3rd Party Review	Reimbursement for 3rd Party Review
	Refund Policy: Application, Administration, Plan Review Fee are Non-Refundable, Permit Fee is 75% Refundable provided No Inspections have been made.		

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PLAN/BD	<u>Demolition Permits</u>		
P8	Administrative Processing Fee	\$35	\$40
P9	Garages, Sheds and Similar Structures	\$75	\$100
P10	Residential Houses	\$250	\$250
P11	Commercial and Industrial Buildings	\$200.00 +.05/sq. ft.	\$200.00 +.05/sq. ft.
P12	Water Service Disconnection at Curb Box by City Crews	\$350	\$350
P13	Sewer Disconnection and Cap, Inspection Fee for Each	\$100	\$100
	<u>Roof, Fence, Wall Shed, Other</u>		
P14	Administrative Processing Fee	\$35	\$40
P15	Roofing Permit	\$75	\$100
P16	Fence/Wall/Shed Permit	\$75	\$100
P17	Roofing/Window/Doorwall Permit	\$75	\$75
P18	Temporary Structure (sales trailer, tents, etc.)	\$250 Fee/\$1000 Bond minimum-\$5000 maximum	\$250 Fee/\$1000 Bond minimum-\$5000 maximum
P19	Permit reinstatement fee shall be 50% of original permit fee (Minimum \$50)	\$50	\$50
P20	Contractor, Builder's License Registration	\$15 (not annually, per license cycle)	\$15 (not annually, per license cycle)
	<u>ZONING COMPLIANCE & PERMIT FEES</u>		
P21	Administrative Processing Fee per Submittal	\$100	\$100
P22	Board of Appeals Action Application	\$400	\$400
P23	Special Planning Commission Meeting	\$1,500	\$1,500
	<u>REZONING APPLICATION</u>		
P24	Less than One Acre	\$750	\$750
P25	More than One Acre	\$50	\$50
	<u>SITE PLAN APPLICATION</u>		
P26	Administrative Processing Fee per Submittal	\$100	\$100
P27	Site Plan Review, Less than One Acre	\$1250 first review, each review, thereafter, subject to \$500 resubmittal fee *	\$1250 first review, each review, thereafter, subject to \$500 resubmittal fee *
P28	Site Plan Review, More than One Acre	\$1250 first review + \$50 per each additional acre. Each review, thereafter, subject to \$500 resubmittal fee *	\$1250 first review + \$50 per each additional acre. Each review, thereafter, subject to \$500 resubmittal fee *
	* EXPEDITED REQUEST CHARGES SHALL APPLY	* EXPEDITED REQUEST CHARGES SHALL APPLY	* EXPEDITED REQUEST CHARGES SHALL APPLY

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PLAN/BD	CONDOMINIUM PLAN APPLICATION		
P29	Administrative Processing Fee per Submittal	\$100	\$100
P30	Condo Project Application, Less than One Acre	subject to \$500 resubmittal fee	thereafter, subject to \$500 resubmittal fee
P31	Condo Project Application , More than One Acre	\$1000 first review + \$50 per each additional acre. Each review, thereafter, subject to \$500 resubmittal fee	\$1000 first review + \$50 per each additional acre. Each review, thereafter, subject to \$500 resubmittal fee
PLAN/BD	Special Project Application, Traffic Study, Construction Board of Appeals		
P32	Special Project / Exception Application	\$500	\$500
P33	Community/Traffic Impact Study Review	As billed by consultant	As billed by consultant
P34	Construction Board of Appeals Meeting	\$1,000	\$1,000
PLAN/BD	Environmental Services: Brownfield Development		
P35	Application Fee, non-refundable	\$10,000	\$10,000
PLAN/BD	Sign & Other Permits:		
P36	Administrative Processing Fee	\$35	\$40
	SIGN AREA		
P37	Includes signs up to (6) square feet	\$40	\$40
P38	Panel replacement in existing signs	\$40	\$40
P39	For signs up to 12 square feet	\$60	\$60
P40	For signs up to 48 square feet	\$85	\$85
P41	For signs up to 100 square feet	\$125	\$125
	TREE REMOVAL PERMIT		
	Non-Landmark / Non-Historic Tree		
	Up to three (3) trees in same request	\$50	\$50
P42	More than three (3) trees in same request	\$50 + \$10 for each additional tree up to a max \$500 per permit	\$50 + \$10 for each additional tree up to a max \$500 per permit
	Landmark / Historic Tree	\$150 each	\$150 each
	Dead or Dying Tree	Permit required, no charge	Permit required, no charge
	INSPECTIONS / REGISTRATION/OCCUPANCY		
P43	Certificate of Occupancy/Change of Occupancy	\$100	\$100
P44	Annual Rental Property Registration & Inspection		
P45	Rental Property Re-Inspection (after non-compliance)		
P46	Common Area Registration	\$50	\$50
P47	Common Area Inspection	\$15	ELIMINATE
P48	Vacant Property Registration	\$100	\$100
P49	Vacant Property Inspection	\$50	\$50
P50	Vacant Property Reinspection	\$100	ELIMINATE

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PLAN/BD	Electrical Fee Schedule:		
	The schedule of fees for electrical permits and electrical registration and licensing shall be as follows:		
PE1	Administrative Processing Fee	\$35	\$40
PE2	Permit Base Fee:	\$50	\$50
PE3	Services through 200 AMP and Sub Panels:	\$20	\$20
PE4	201 AMP through 600 AMP :	\$30	\$30
PE5	601 AMP through 800 AMP:	\$50	\$50
PE6	Over 800 AMP:	\$50	\$50
PE7	Generators:	\$150 /generator	\$20/generator
PE8	Smoke Detectors (whole house):	\$10	\$10
PE9	Circuits, each:	\$7	\$7
PE10	Arc Fault Circuits:	\$8	\$8
PE11	Lighting fixtures per 25 and less:	\$8	\$8
PE12	Dishwasher, garbage disposal, range hood	\$10	\$10
PE13	Furnace-Unit heater:	\$15	\$15
PE14	Roof Mounted heat, A.C. unit, each:	\$25	\$25
PE15	Central A.C.(residential), each:	\$25	\$25
PE16	Electrical Heating units (per unit):	\$15	\$15
PE17	Geothermal (per pump):	\$15	\$15
PE18	Power outlets (Ranges, Dryers, Ovens)	\$9	\$9
PE19	Signs, (per sign)	\$15	\$15
PE20	Sign Connection or replacement,each:	\$10	\$10
PE21	Hydro tub, Jacuzzi, Whirlpool, each:	\$10	\$10
PE22	Swimming Pool, Spa (above ground), each:	\$40	\$40
PE23	Swimming Pool, Spa (in ground), each:	\$60	\$60
PE24	Feeders, Bus ducts, per 50 feet and less	\$15	\$15
PE25	Mobile home park site:	\$10	\$10
PE26	Recreational vehicle park site:	\$10	\$10
PE27	K.V.A. and H.P. each up to 20 K.V.A. or H.P.	\$15	\$15
PE28	21 to 50 K.V.A. or H.P.	\$20	\$20
PE29	51 K.V.A. or H.P. and over:	\$25	\$25
PE30	Fire Alarms up to 10 stations & horns:	\$50	\$50
PE31	10 to 20 stations:	\$100	\$100
PE32	20 stations and horns, each:	\$5	\$5
PE33	Inspections Hourly Rate & Final Inspection	\$50	\$50
PE34	Re-Inspections & Additional Rough Inspection	\$65	\$65
PE35	Electric Vehicle Charger	\$55	\$55
PE36	Solar Panel	\$55	\$55
PE37	Data / Telecom Outlets, 5 to 19 Devices	\$50	\$50
PE38	Data / Telecom Outlets, 20 to 300 Devices	\$100	\$100
PE39	Data / Telecom Outlets, Over 300 Devices	\$300	\$300

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PLAN/BD	<i>Electrical Registration and Licensing Fees:</i>		
PE40	Electrical Contractor Registration Fee:	\$15 (not annually, per license cycle)	\$15 (not annually, per license cycle)
PE41	Fire Alarm Contractor's License:	\$15 (not annually, per license cycle)	\$15 (not annually, per license cycle)
PE42	Sign Specialty Contractor's License:	\$15 (not annually, per license cycle)	\$15 (not annually, per license cycle)
PLAN/BD	<u>Plumbing Fee Schedule:</u>		
PB1	Administrative Processing Fee	\$35	\$40
PB2	Permit Base Fee:	\$50	
PB3	Stacks, vents, AAV's each:	\$15	\$20
PB4	Conductors, each:	\$15	\$20
PB5	Sink, Bathtub, Water Closet, each:	\$15	\$20
PB6	Bidet, each:	\$15	\$20
PB7	Lavatory, Laundry tray, each:	\$15	\$20
PB8	Water heater, each	\$15	\$20
PLAN/BD	<i>Water distribution system:</i>		
PB9	3/4 inch	\$15	\$35
PB10	One inch	\$20	\$50
PB11	One and one quarter inch	\$25	\$55
PB12	One and one half inch	\$30	\$60
PB13	Two inch	\$35	\$70
PB14	Above two inch	\$50	\$70
PB15	Floor drains (basement), each	\$15	\$20
PB16	Drinking fountain, each	\$15	\$20
PB17	Sump pump, each	\$15	\$20
PB18	Grease Trap, each	\$15	\$20
PB19	Urinal, each	\$15	\$20
PB20	Hose bib, each	\$15	\$20
PB21	Shower pan, each	\$15	\$20
PB22	Add'l Inspection for Shower pan not installed in Rough Insp.		\$75
PB23	Dishwasher, each	\$15	\$20
PB24	Humidifier, each	\$15	\$20
PB25	Garbage disposal, each	\$15	\$20
PB26	Crock to iron, each	\$15	\$20
PB27	Perimeter drains, each	\$15	\$20
PB28	Bar sink, each opening	\$15	\$20
PB29	Water softener, each	\$15	\$20
PB30	Lawn Sprinkler system	\$15	\$30
PB31	Other water connected appliances, each	\$15	\$20
PB32	Under Ground & Sub Slab	\$15	\$20
PB33	Roof sumps, each	\$15	\$20
PB34	Back Flow preventer, each:	\$15	\$30
PB35	Pressure Test		\$75

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PB36	Dental Chairs, Laboratory, Hospital, Clinic, Fixtures, equipment, devices, each:	\$15	\$15
PB37	Plumbing Contractor Registration Fee	\$15 (not annually, per license cycle)	\$15 (not annually, per license cycle)
PB38	Inspections Hourly Rate & Final Inspection	On Building System, not in MFS	\$50
PB39	Re-Inspections & Additional Rough Inspection	On Building System, not in MFS	\$50
PB40	Safety & Special Inspection (hourly rate)	\$65	\$65
PB41	Under Ground Inspection	On Building System, not in MFS	\$75
PLAN/BD	Mechanical Fee Schedule:		
	Commercial, Industrial and Other Residential:		
PM1	Administrative Processing Fee	\$35	\$40
PM2	Permit Base fee:	\$50	\$50
PM3	Gas/Oil burning equipment, and/or conversion units, each	\$35	\$35
PM4	(Roof Mounted units, add 10.00 each)	\$10	\$10
PM5	Geothermal units (per well) each	\$15	\$15
PM6	Exhaust fans, bathroom, Dryer, Kitchen, each	\$15	\$15
PM7	Solid fuel equipment, complete (includes chimney) woodstoves, fireplace stoves, add-on furnaces, each	\$30	\$30
PM8	Chimneys, factory built, includes breaching and combustion (Class A), each	\$30	\$30
PM9	Gas piping, each outlet, new installation	\$15	\$15
PM10	Solar equipment, each panel and tank, piping fee included	\$25	\$25
PM11	Air conditioning and refrigeration heat pumps, self contained, each	\$35	\$35
PM12	(Roof Mounted units, add 5.00 each)	\$10	\$10
PM13	Split System Air Conditioning, under 5 hp, each	\$30	\$30
PM14	5 hp and over, each	\$40	\$40
PM15	Chiller, each	\$80	\$80
PM16	Cooling towers, each	\$35	\$35
PM17	Compressors, 15 hp to 50 hp, each	\$35	\$35
PM18	Over 50 hp each	\$60	\$60
	Air handlers, self contained units, commercial kitchen hoods, ventilation and exhaust fans		
PM19	1,500 cfm each	\$15	\$15
PM20	1,500 cfm to 10,000 cfm, each	\$50	\$50
PM21	Over 10,000 cfm, each	\$75	\$75
PM22	Heat recovery and wall fan coils, each	\$15	\$15

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PM23	Unit heaters, each	\$15	\$15
	Ducts, distribution systems (air, steam, oil, gas, hydraulic, etc.) based on bid price:		
PM24	under \$3000	\$20	\$20
PM25	\$3,000 to \$7999	\$35	\$35
PM26	\$8000 to \$10,999	\$45	\$45
PM27	\$11,000 to \$14,999	\$55	\$55
PM28	Over \$15,000	(+\$10 per each \$3000)	(+\$10 per each \$3000)
	Fire suppression/protection systems piping: (fees based on bid, same as above)		
	FIRE PROTECTION		
PM29	Fire Pumps	\$250	\$250
PM30	Hood Supression	\$250	\$250
PM31	Special Hazzard -Total Flooding	\$300	\$300
	Fire Protection Sprinkler-New Installation		
PM32	1-20 heads	\$125	\$125
PM33	21-50 heads	\$150	\$150
PM34	51 -100 heads	\$225	\$225
PM35	Fire Protection Sprinkler-Modifications	\$90	Eliminate
PM36	Fire protection system may be sent out for review	cost recovery	cost recovery
PM37	Re-inspection hourly rate	\$35	\$35
PM38	Incinerators, each	\$30	\$30
PM39	Crematories, each	\$30	\$30
PM40	Humidifiers, each	\$30	\$30
PM41	Electronic air cleaner with washer, each	\$30	\$30
	Tanks, above ground: (underground +5.00 each):		
PM42	Up to 276 gallons, each	\$15	\$15
PM43	Over 276 gallons to 550 gallons, each	\$20	\$20
PM44	Over 550 gallons, each	\$30	\$30
PM45	(for each additional tank, add 50% of fee based on largest tank)		
PM46	Inspections Hourly Rate & Final Inspection	\$50	\$50
PM47	Special inspections, per hour:	\$65	\$65
PM48	Re-Inspections & Additional Rough Inspection	\$65	\$65

City's Master Fee Schedule

	NAME OF FEE	CURRENT FEE as of 1.1.2024	PROPOSED FEE as of 1.1.2025
	<i>Mechanical Schedule for Detached One and Two Family Residences</i>		
PM49	Administrative Processing Fee	\$35	\$40
PM50	Permit Base Fee:	\$50	\$50
PM51	Residential heating system, forced air, Geothermal units, boiler (includes duct, or hydro piping)	\$40	\$40
PM52	Geothermal units (+ well)	\$15	\$15
PM53	Residential furnace replacement	\$25	\$25
PM54	Residential duct system only	\$20	\$20
PM55	Solar equipment (includes piping), each	\$15	\$15
PM56	Central air (split system)	\$15	\$15
PM57	Heat pump	\$15	\$15
PM58	Electronic Air Cleaner	\$15	\$15
PM59	Humidifier (furnace mount)	\$15	\$15
PM60	Water Heater	\$15	\$15
PM61	Gas Piping, each outlet	\$15	\$15
PM62	Gas line pressure test	\$30	\$30
PM63	LPG and Fuel Oil tanks (includes pipe), each	\$15	\$15
PM64	Chimney/"B" vent, Chimney liners	\$25	\$25
PM65	Flue dampers, ventilation air damper, each	\$15	\$15
PM66	Solid fuel equipment (prefab fireplace, wood stove, wood furnace, etc.), includes chimney, each	\$40	\$40
PM67	Exhaust fans (hood, bath fan, clothes dryer, etc.), each	\$15	\$15
PM68	Mechanical Contractor registration fee	\$15	\$15
PM69	Inspections Hourly Rate & Final Inspection	\$50	\$50
PM70	Reinspections, each:	\$65	\$65
PM71	Re-Inspections & Additional Rough Inspection	\$65	\$65
	Suppression System With or Without Alarm:		
PM72	Modification of Less than 6 heads of an existing system	\$155	\$155
PM73	Limited Area Suppression System	\$155	\$155
PM74	Bulding area less than 25,000 sq ft	\$410	\$410
PM75	Bulding area less than 50,000 sq ft	\$525	\$525
PM76	Building are less than or equal to 100,000 sq ft	\$715	\$715
PM77	Building area is more than 100,000 sq ft	\$715	\$715
PM78	Plus per 1,000 sq ft over the first 100,000 sq ft	\$5	\$5
PM79	Special and safety inspection:	\$65	\$65

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
CLK	CITY CLERK		
CLK1	1 YR Dog Park Permit - Resident	\$10	\$10
CLK2	1 YR Dog Park Permit - Senior Resident	\$5	\$5
CLK3	1 YR Dog Park Permit - Non-Resident	\$40	\$40
CLK4	1 YR Dog Park Permit - Senior, Non-Resident	\$20	\$20
CLK5	1 YR Pet License (Neutered). - Resident, (January - end of February)	\$3	\$3
CLK6	1 YR Pet License (Intact)- Resident, (January - end of February)	\$15	\$15
CLK7	1 YR Late Pet License (Neutered). - Resident, (March - end of December)	\$15	\$15
CLK8	1 YR Late Pet License (Intact)- Resident, (March - end of December)	\$27	\$27
CLK9	Pet Tag Replacement	\$1	\$1
CLK10	Business License Fee: Peddler	\$10 day/ \$100 annual	\$10 day/ \$100 annual
CLK11	Business License Fee: Pool tables	\$50.00 each	\$50.00 each
CLK12	Business License Fee: Dance floors	\$50	\$50
CLK13	Business License Fee: Indoor amusement	\$50	\$50
CLK14	Business License Fee: Mechanical amusement devices	\$50	\$50
CLK15	Business License Fee: Precious pawnbroker	\$50	\$50
CLK16	Business License Fee: Precious metals	\$50	\$50
CLK17	Paper Copies	Per FOIA	Per FOIA
CLK18	Outside Vendor (Print Shop) Copies	Vendor Pricing	Vendor Pricing
CEM	CEMETERY		
CEM1	Single space-flush marker	\$1,000	\$1,000
CEM2	Single space-monument	\$2,000	\$2,000
CEM3	Infant space	\$100	\$100
CEM4	Adult, open/close weekday	\$800	\$800
CEM5	Infant space, open/close weekday	\$200	\$200
CEM6	Cremation space open/close weekday	\$600	\$600
CEM7	Disinternment + Reinternment weekday	\$1,500+800	\$1,500+800
CEM8	Marker Installation	\$1.00/sq inch	\$1.00/sq inch
CEM9	Deed Transfer Fees	\$50	\$50

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PARK	PARK & FACILITY FEE		
PARK1	Kiwanis Pavilion, Rochester City Resident reservation fee	\$100 (includes the serving room, no deposit)	\$100 (includes the serving room, no deposit)
PARK2	Kiwanis Pavilion, Non-Resident reservation fee	\$150 (includes the serving room, no deposit)	\$200 (includes the serving room, no deposit)
PARK3	Lion's Shelter, Rochester City Resident reservation fee	\$150	\$150
PARK4	Lion's Shelter, Non-Resident reservation fee	\$200	\$200
PARK7	Gazebo at Lions Park, Rochester City Resident reservation fee		\$50
PARK8	Gazebo at Lions Park, Non-Resident reservation fee		\$100
CLK	MAYOR		
MAY1	Marriages	\$100	\$100
DPW	PUBLIC WORKS DEPARTMENT		
	PUBLIC WORKS DEPARTMENT		
DPW1	Freon Items: Curb Pick-up by DPW	\$100	\$100
DPW2	Freon Items: Delivery to DPW	\$50	\$50
DPW3	Dial-a-Dump	\$100	\$100
DPW4	Drop Off of Waste at DPW Facilities	\$25 Minimum, Est by Quantity	\$25 Minimum, Est by Quantity
DPW5	Pick-up of Waste Curbside by DPW	\$100 Minimum, Est by Quantity	\$100 Minimum, Est by Quantity
DPW6	Weed Cutting	City Cost	City Cost
DPW7	Snow Removal	City Cost	City Cost
DPW8	Water connection: 60' feet or less	\$884	\$930
DPW9	Water connection: 60' feet or larger	\$1,561	\$1,650
DPW10	Water connection: multiple family units each	\$520	\$550
	Residential Water Tap & supply installation from main to curb stop		
DPW11	1"	\$522	\$522
DPW12	1 1/2"	\$1,021	\$1,021
DPW13	2"	\$1,321	\$1,321
	Greater than 2"	TBD by size	TBD by size
DPW	Water Meter Fee (domestic/primary)		
DPW14	1"	\$655	\$655
DPW15	1 1/2"	\$1,151	\$1,151
DPW16	1 1/2" to 1" Reducers	\$55	\$55
DPW17	2"	\$1,439	\$1,439
DPW18	3"	\$3,510	\$3,510
DPW19	4"	\$4,189	\$4,189
DPW20	6"	\$5,102	\$5,102
DPW21	8"	\$5,835	\$5,835
	Water Meter Fee (irrigation/deduct)	same cost as domestic	same cost as domestic

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
	COMMERCIAL/INDUS. WATER & SEWER TAP FEES		
DPW22	Water meter size (inches): 1	\$2,550	\$2,550
DPW23	Water meter size (inches): 1 1/2	\$3,060	\$3,060
DPW24	Water meter size (inches): 2	\$4,896	\$4,896
DPW25	Water meter size (inches): 3	\$9,180	\$9,180
DPW26	Water meter size (inches): 4	\$15,300	\$15,300
DPW27	Water meter size (inches): 6	\$30,600	\$30,600
DPW28	Water meter size (inches): 8	\$48,960	\$48,960
DPW29	Sanitary sewer meter size (inches): 1	\$3,570	\$3,570
DPW30	Sanitary sewer meter size (inches): 1 1/2	\$5,100	\$5,100
DPW31	Sanitary sewer meter size (inches): 2	\$7,956	\$7,956
DPW32	Sanitary sewer meter size (inches): 3	\$14,280	\$14,280
DPW33	Sanitary sewer meter size (inches): 4	\$24,480	\$24,480
DPW34	Sanitary sewer meter size (inches): 6	\$55,080	\$55,080
DPW35	Sanitary sewer meter size (inches): 8	\$73,440	\$73,440
DPW36	Sewer connection: 60' feet or less	\$1,561	\$1,650
DPW37	Sewer connection: 60' feet or larger	\$2,601	\$2,750
DPW38	Sewer connection: multiple family units each	\$1,040	\$1,100
DPW39	Water Disconnection by City Worker	Min. \$350, add'l charges TBD by DPW	Min. \$450, add'l charges TBD by DPW
DPW40	Storm Connection Fee	\$1,530	\$1,610
	NON-CITY SEWER CONNECT FEE FOR RESIDENTIAL		
DPW41	Sewer connection: 60' feet or less	\$2,601	\$2,750
DPW42	Sewer connection: 60' feet or larger	\$4,328	\$4,550
DPW43	Sewer connection: multiple family units each	\$1,737	\$1,825
	NON-CITY WATER CONNECT FEE FOR RESIDENTIAL		
DPW44	Water connection: 60' feet or less	\$1,477	\$1,550
DPW45	Water connection: 60' feet or larger	\$2,601	\$2,750
DPW46	Water connection: multiple family units each	\$864	\$910
	NON-CITY WATER CONNECT FEE FOR COMMERCIAL/INDUSTRIAL	TBD By City Manager	TBD By City Manager

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
	WATER & SEWER INSPECTION FEES		
DPW47	Single-family residential water or sewer tap	\$100	\$100
DPW48	Water or sewer service within street or alley right-of-way	\$100	\$100
DPW49	Tapping saddle--Residential	\$100	\$100
DPW50	Water Service Inspection	\$100	\$100
DPW51	Sewer Service Inspection	\$100	\$100
DPW52	Construction Water & Sewer Charge in City Boundary	Fee TBD by Admin based upon size of bldg & construction class, or 1,500 gallons at DPW \$40	Fee TBD by Admin based upon size of bldg & construction class, or 1,500 gallons at DPW \$40
DPW53	Construction Water & Sewer Charge outside City Boundary	Fee TBD by Admin based upon size of bldg & construction class	Fee TBD by Admin based upon size of bldg & construction class
	Right of Way License Fees		
DPW54	Permit Fee for all curb closing, curb cuts, driveway, & sidewalk permits	\$50	\$50
DPW55	Street / Sidewalk Repair Deposit	\$1,500	\$1,500
DPW56	Sidewalk Inspection per 100 sq ft	\$10/100 sq ft	\$10/100 sq ft
DPW57	Curb Closing per linear ft	\$3/minimum \$30	\$3/minimum \$30
DPW58	Curb Cuts per linear ft	\$3/minimum \$30	\$3/minimum \$30
	Engineering Review Fee & Inspection Deposit		
DPW59	Engineering Review Fee	1.5% Proposed & Project Improvement	1.5% Proposed & Project Improvement
DPW60	Engineering Review - Inspection Deposit	Construction Costs up to \$10,000: \$1,000	Construction Costs up to \$10,000: \$1,000
		Construction Costs \$10,001 - \$50,000: 11%	Construction Costs \$10,001 - \$50,000:
		Construction Costs \$50,001 - \$100,000: 9%, not less than \$5,500	Construction Costs \$50,001 - \$100,000: 9%, not less than \$5,500
		Construction Costs \$100,001 - \$200,000: 7%, not less than \$16,000	Construction Costs \$100,001 - \$200,000: 7%, not less than \$16,000

City's Master Fee Schedule

	NAME OF FEE	CURRENT FEE as of 1.1.2024	PROPOSED FEE as of 1.1.2025
	WATER/SEWER RATES	APPROVED, effective as of 9.1.23	APPROVED, effective as of 9.1.24
	<i>City well water customers (one unit is equal to 100 cubic</i>		
DPW61	Water usage rate	\$1.00	\$1.00
DPW62	Water ready-to-serve rate (quarterly)	\$8.78/per MEU	\$8.78/per MEU
DPW63	Infrastructure fixed rate (quarterly)	\$26.91/per MEU	\$29.07/per MEU
DPW64	Infrastructure variable rate (based on usage)	\$0.21/unit	\$0.23/unit
	<i>Great Lakes Water Authority water customers (one unit is</i>		
DPW65	Water usage rate	\$5.33	\$5.33
DPW66	Water ready-to-serve rate (quarterly)	\$6.54/per MEU	\$6.54/per MEU
DPW67	Infrastructure fixed rate (quarterly)	\$26.91/per MEU	\$29.07/per MEU
DPW68	Infrastructure variable rate (based on usage)	\$0.21/unit	\$0.23/unit
	Sewer rate schedule		
DPW69	Sewer usage rate	\$3.61/per 100 cf	\$3.83/per 100 cf
DPW70	Sewer ready-to-serve rate (quarterly)	\$36.65/per MEU*	\$38.85/per MEU*
DPW71	Infrastructure fixed rate (quarterly)	\$25.65/per MEU	\$26.42/per MEU
DPW72	Infrastructure variable rate (based on usage)	\$0.22/unit	\$0.23/unit
	*MEU (<i>meter equivalent unit</i>). The standard meter size for a		
	Commercial and Industrial sewer pretreatment charge		
	Meter size**		
DPW73	5/8"	\$10.92	\$11.16
DPW74	3/4"	\$16.38	\$16.74
DPW75	1"	\$27.30	\$27.90
DPW76	1 1/2"	\$60.06	\$61.38
DPW77	2"	\$87.36	\$89.28
DPW78	3"	\$158.34	\$161.82
DPW79	4"	\$218.40	\$223.20
DPW80	6"	\$327.60	\$334.80
DPW81	8"	\$546.00	\$558.00
	(Compound meters will be at the higher diameter used)		
	**Any size meter not listed above will be rounded up to the next size listed		

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
	Pollutant Charges		
	Industrial and commercial customers contributing sewage to Pollutant surcharge rate per excess pound		
DPW82	Biochemical oxygen demand (BOD) in excess of 275 mg/l	0.361	0.392
DPW83	Total suspended solids (TSS) in excess of 350 mg/l	0.496	0.525
DPW84	Phosphorus (P) in excess of 12 mg/l	6.629	7.571
DPW85	Fats, oil and grease (FOG) in excess of 100 mg/l	0.115	0.125
	Temporary Fire Hydrant		
DPW86	Base service connection	\$100	\$100
DPW87	Deposit for temporary meter	\$600	\$600
	Private Building Sewer Investigation Program		
DPW88	Single Family Residential Property	\$300	\$300
DPW89	Non-Single Family Residential Property	\$300	\$300
DPW90	Commercial Property	\$300	\$300
DPW91	Security Deposit (refundable)	\$300	\$300
FIN	<u>FINANCE DEPARTMENT</u>		
FIN1	Non-sufficient funds fee	\$35	\$35
FIN2	Administration fee	1%	1%
FIN3	Lot Split/Combination, requiring Administrative action	\$150	\$150
FIN4	Lot Split/Combination, requiring Planning Board/Council	\$250	\$250
	Variances-Dimensional:		
FIN5	Commercial, each	\$250	\$250
FIN6	Residential, each	\$150	\$150
FIN7	SOCCRA Voucher	\$10	\$10
FIN8	Pass Through Purchases requiring City labor	Wage cost plus 30% benefit	Wage cost plus 30% benefit

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
FD	FIRE DEPARTMENT		
FD1	BLS Non-Emergent	\$450	\$450
FD2	BLS Emergent	\$500	\$500
FD3	ALS Non-Emergent	\$500	\$500
FD4	ALS Emergent	\$550	\$550
FD5	ALS 2 (Critical)	\$750	\$750
FD6	Mileage	\$13 per mile	\$13 per mile
FD	FALSE ALARMS		
	first alarm free resets each year in January		
FD14	2nd	\$25	\$25
FD15	3rd	\$125	\$125
FD16	4th	\$200	\$200
FD17	5th	\$400	\$400
FD18	6th	\$500	\$500
FD19	Additional Fee False alarm on unregistered alarm	\$25	\$25
FD	REPORTS		
FD20	Fire Report	Per FOIA	Per FOIA
FD21	EMS Report	Per FOIA	Per FOIA
FD	REGISTRATION		
FD22	Business Registration Late Fee	\$75	\$75
FD	FIRE INSPECTIONS		
FD23	1st		\$0
FD24	2nd follow up		\$0
FD25	3rd follow up		\$50
FD26	4th follow up		\$100

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PD	POLICE DEPARTMENT		
PD1	Accident Reports	Per FOIA	\$18
PD2	Black & White Photos	\$0.25	\$0.25
PD3	Colored Photos	\$5	\$5
PD4	CFS	\$3.00 per CFS	\$3.00 per CFS
PD5	Fingerprinting	\$10	\$10
PD6	Impound vehicle release fee	\$20	\$30
PD7	In-Car, Body Cam, Booking Video Tapes	\$50	\$50
PD8	Incident Reports	Per FOIA	Per FOIA
PD9	PBT testing	\$10	\$10
			PROPOSED FEE as of 2.1.2025
PD10	Parking Permit, Hanging Tag	\$20/mo (in 3 mo. Increments)	\$30/mo.
PD11	Parking Permit, Platforms	\$20/mo (in 3 mo. Increments)	\$30/mo.
PD12	Meter Bags	\$15	\$15
			PROPOSED FEE as of 1.1.2025
PD13	Parking - Meter Violation	\$20 if pd in 14 days; \$50 if pd after 14 days	\$20 if pd in 14 days; \$50 if pd after 14 days
PD14	Parking - Handicapped violation	\$100 if pd in 14 days; \$200 if pd after 14 days	\$125 if pd in 14 days; \$250 if pd after 14 days
PD15	Parking - Parking fire hydrant	\$30 if pd in 14 days; \$60 if pd after 14 days	\$75 if pd in 14 days; \$150 if pd after 14 days
PD16	Parking - Blocking crosswalk, sidewalk, drive, other	\$30 if pd in 14 days; \$60 if pd after 14 days	\$75 if pd in 14 days; \$150 if pd after 14 days
PD17	Parking - Parking between curb and sidewalk	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD19	Parking - Improper parking	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD20	Parking - Restricted parking - no resd permit	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD21	Parking between 2:00 a.m and 6:00 a.m.	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD22	Parking - Prohibited parking	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD23	Parking over posted time limit	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD24	Parking - Parked over 24 hours	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD25	Parking - Prohibited Parking-Private Property	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD26	Parking - Lost Parking/Pass Permit	Existing Fee but New on Master Fee Schedule	\$30
PD27	Parking - Lost Parking Ticket	Existing Fee but New on Master Fee Schedule	\$30
PD28	Parking - Other violation (specify)	\$30 if pd in 14 days; \$60 if pd after 14 days	\$50 if pd in 14 days; \$100 if pd after 14 days
PD29	Payment in Lieu of Parking	\$1000 per space with total cost of less than \$10K payable at full occupance, & more than \$10K, the petitioner may request payment plan not to exceed 10 years.	\$1000 per space with total cost of less than \$10K payable at full occupance, & more than \$10K, the petitioner may request payment plan not to exceed 10 years.

City's Master Fee Schedule

	<u>NAME OF FEE</u>	<u>CURRENT FEE as of 1.1.2024</u>	<u>PROPOSED FEE as of 1.1.2025</u>
PD	SPECIAL EVENT APPLICATION		
PD30	Application Fee	1st time event \$100, subsequent years \$75	1st time event \$150, subsequent years \$125
PD31	Non-Profits, first \$100 in City costs	\$0	\$0
PD32	Non-Profits, City costs in excess of \$100	25% of City costs in excess of first \$100	25% of City costs in excess of first \$100
PD33	For-Profits, 100% of City costs	100% of costs	100% of costs
PD	FALSE ALARM		
PD34	Alarm Permit		
PD35	1st	\$10	\$10
PD36	2nd	\$25	\$25
PD37	3rd	\$125	\$125
PD38	4th	\$200	\$200
PD39	5th	\$400	\$400
PD40	6th	\$500	\$500
PD41	Additional Fee False alarm on unregistered alarm	\$50	\$50
PD42	False Alarm shut off fee	\$50	\$50
PD	OTHER FEES		
PD43	Filming Fees	\$750	\$750
PD44	Liquor License	\$750	\$750

**RESOLUTION REGARDING ADOPTION OF FEES AND CHARGES INTO CITY'S
MASTER FEE SCHEDULE**

WHEREAS, the City as part of its budget process analyzes and reviews the fees and charges found in the City's Master Fee Schedule to evaluate the costs reasonably borne by the City in providing those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, user fees are charged for services that benefit the individual or entity charged, and avoid municipal subsidization of services not provided to the general public; and

WHEREAS, it has been determined that certain fees charged for City services do not adequately recoup City costs of providing certain services and require modification to the Master Fee Schedule; and

NOW THEREFORE, BE IT RESOLVED by the Rochester City Council that the additions and adjustments to the Master Fee Schedule, as attached to this Resolution, are hereby approved.

BE IT FURTHER RESOLVED that the proposed fees for each item in the City's Master Fee Schedule include water and sewer charges that are effective as of September 1, 2024, and will be in effect until future action by City Council Resolution.

BE IT FURTHER RESOLVED that the proposed fees for each item in the City's Master Fee Schedule include parking permit charges that are effective as of February 1, 2025, and will be in effect until future action by City Council Resolution.

BE IT FURTHER RESOLVED that the proposed fees for each item in the City's Master Fee Schedule excluding the water and sewer charges, are effective as of January 1, 2025, and will be in effect until future action by City Council Resolution.

BE IT FURTHER RESOLVED that all previously identified fees and charges for the enumerated items in the attachment are no longer in effect once this Resolution is adopted and takes effect.

CERTIFICATION

I, Lee Ann O'Connor, the duly authorized Clerk of the City of Rochester, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the City of Rochester City Council on November ____ 2024.

Lee Ann O'Connor, City Clerk



City of Rochester

400 Sixth Street
Rochester, MI 48307
P: (248) 651-9061
F: (248) 651-2624
www.rochestermi.org

MEMORANDUM

Date: December 4, 2024

To: Nik Banda, City Manager

From: Jeffrey S. Kragt

Subject: City Councilmember Compensation

Copies: Anthony Moggio, Marcy Moriwaki, Jeremy Peckens, Holly Meyers, Megan Frazho

Issue: Consideration of changes to compensation for City Councilmembers.

Analysis: We have been requested to review the issue of City Councilmember compensation. Specifically, we were asked to prepare an ordinance amendment to repeal the ordinance that establishes the Compensation Commission and, in its place, prepare an ordinance stating that the compensation of City Councilmembers will be set by resolution. An “opt-out” provision was also requested. Attached hereto is an ordinance amendment doing these things. New Section 2-33 simply states that compensation for City Council is to be set by resolution and that a City Council member could opt out of receiving any or all compensation that member would otherwise be entitled. The next Section would repeal the Compensation Commission ordinances, that being Chapter 2, Article IV, Division 4.

If Councilmembers want to add compensation for all appearances at board, commission, and committee meetings, as well as for other appearances that they make in their official capacity, then ordinance amendments to other sections of the Code would be required. The proposed ordinance revises the City Beautiful Commission, Historical Commission, Parking Management Advisory Board, Retirement Board, Downtown Development Authority and the Principal Shopping District ordinances as they currently provide that board members shall serve without compensation for their services. The amendment changes the language to state that “non-City Council” members on those boards and commissions would serve without compensation, leaving the issue of compensation for City Councilmembers on option.

We were also asked to prepare a draft resolution for discussion, which is attached. The Resolution provides the information set forth above, and then proceeds to set the Councilmember compensation at \$100 per appearance at council, board, committee and commission meetings to which they are appointed, as well as for events they are asked to attend in their official capacity. Our recommendation would be for Council to discuss which boards, commissions, and committee meetings and other events they wish to be compensated for. This could remain open and undefined, but that will likely result in future discussions as to if a particular event attendance should be compensated. This is a policy decision for Council. The draft Resolution simply provides compensation for attendance at council, board, committee and commission meetings appointed to and other events asked to attend in an official capacity. Council could decide to include a maximum annual compensation amount if it chooses.

The Resolution also provides that Councilmembers will provide their compensation request to the Finance Department quarterly and be paid on a quarterly basis. This information would be put into a report and placed in the Councilmember agenda packet on a quarterly basis as well.

These tasks were requested of administration and the undersigned. As such, we would request direction and comments on the foregoing if Council wishes to change the current compensation determination method and amounts.

Attachment: May 22, 2024 Memorandum;
Proposed Current Ordinance Amendment; and
Proposed Resolution setting City Council compensation

RESOLUTION SETTING CITY COUNCIL COMPENSATION

WHEREAS, Section 3.4 of the City Charter states that remuneration for City Councilmembers for services performed in the discharge of their official duty for or on behalf of the City shall be set by ordinance;

WHEREAS, the setting of such salaries/remuneration was previously determined by the Compensation Commission, in Chapter 2, Article IV, Division 4 of the City Code;

WHEREAS, City Council has now repealed the Compensation Commission ordinances, and has adopted a new Sec. 2-33, which states that the compensation of the Mayor, Mayor Pro Tem and City Councilmembers shall now be set by resolution of City Council;

WHEREAS, City Council has discussed whether City Councilmembers should, in addition to City Council meetings and Planning Commissions meetings, be compensated for attendance at other meetings and events for which they appear in their official capacity on behalf of the City, such as committees, boards, and commissions meetings and other City events;

NOW THEREFORE, BE IT RESOLVED, that City Council will be compensated for attendance at council, board, committee and commission meetings they are appointed to, and for other events they are asked to attend in their official capacity, but excluding attendance at voluntary events or appearances, such as ribbon-cuttings, DDA/PSD events or other non-official events in the City. An individual City Councilmember may opt out of receiving any or all compensation that would otherwise be payable to that Councilmember under this Resolution.

BE IT FURTHER RESOLVED, that as compensation for such appearances shall be as follows:

Mayor, Mayor Pro Tem, City Councilmembers = \$100 per appearance

BE IT FURTHER RESOLVED, that the above shall be the only remuneration to be received by the Councilmembers.

BE IT FURTHER RESOLVED, that Councilmembers shall submit their request for payment to the Finance Department listing the events attended, which shall be included in a City Council agenda report and paid quarterly.

BE IT FURTHER RESOLVED, that said compensation will commence and become effective as of the date of this Resolution and will remain in place unless/until changed by City Council by way of a subsequent resolution.

Made and passed this ____ day of December, 2024.

CERTIFICATION

I, Lee Ann O’Connor, the duly authorized Clerk of the City of Rochester, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the City of Rochester City Council on December ____, 2024.

Lee Ann O’Connor, City Clerk

AN ORDINANCE TO AMEND CHAPTER 2, ADMINISTRATION, ARTICLE II, CITY COUNCIL AND ARTICLE IV, BOARDS AND COMMISSIONS, OF THE CODE OF THE CITY OF ROCHESTER TO ADD SECTION 2-33, CITY COUNCIL COMPENSATION, SETTING CITY COUNCIL COMPENSATION BY RESOLUTION, TO AMEND ARTICLE IV TO REPEAL DIVISION 4 ELIMINATING THE COMPENSATION COMMISSION, AND TO AMEND COMPENSATION PROVISIONS IN SEC. 2-222, SEC. 2-242, SEC. 2-303, SEC. 2-316, SEC. 16-35 AND SEC. 16-83.

THE CITY OF ROCHESTER ORDAINS:

Section 1. Chapter 2, Administration, Article II, City Council, shall be amended to create a new Sec. 2-33, City Council Compensation as follows:

Sec. 2-33. – City Council compensation.

The compensation of the Mayor, Mayor Pro Tem and City Council Members shall be set by resolution and shall remain in place until further resolution of City Council. An individual City Council Member may opt out of receiving any or all compensation that said Member would be entitled to under the compensation resolution.

Section 2. Chapter 2, Administration, Article IV, Boards and Commissions, Division 4, Compensation Commission is hereby repealed as follows:

DIVISION 4 – REPEALED

~~Sec. 2-261. – Creation; composition; qualifications; terms of office; time of appointment; vacancies; eligibility restriction.~~

~~(a) The compensation commission is hereby created, which shall be responsible for, and have the duty of, determining the salaries of all elected officials. The commission shall consist of five members, who are registered electors of the city. The members shall be appointed by the mayor, subject to the approval of a majority of the members of the city council. The term of office shall be for a period of five years, except that the term of office for the members first appointed shall be for terms of one, two, three, four, and five years, respectively. Members other than the first members shall be appointed before October 1 of the year of appointment. Vacancies on the commission shall be filled for the remainder of the unexpired term.~~

~~(b) No member or employee of the legislative, judicial, or executive branch of any level of government, or members of the immediate family of such member or employee, shall be eligible to be a member of the commission.~~

~~Sec. 2-262. – Determination of salaries; rejection by city council; effective date; existing salary; expenses.~~

~~The compensation commission shall determine the salaries of all elected officials. The determination of the commission shall be the salary of such elected officials, unless the council, by a resolution adopted by two-thirds of the members elected to the council, rejects them. The~~

~~determination of the commission shall become effective 30 days following its filing with the city clerk, unless rejected by the city council, as herein provided. In the event the council should reject the determination of the commission, the existing salary shall prevail. Any expense allowance or reimbursement paid to elected officials, in addition to salary, shall be for expenses incurred in the course of city business, and accounted for to the city.~~

~~**Sec. 2-263.— Meetings; time of determination; quorum; chair; session days; compensation and expenses.**~~

~~The compensation commission shall meet for no more than 15 session days every odd-numbered year, and shall make its determination within 45 calendar days of its first meeting. A majority of the members of the commission constitutes a quorum for conducting the business of the commission. The commission shall take no action, or make determinations, without the occurrence of a majority of the members appointed and serving on the commission. The commission shall elect a chair from among its members. The term "session days" shall mean any calendar day on which the commission meets, and a quorum is present. The members of the commission shall receive no compensation, but shall be entitled to their action and necessary expenses incurred in the performance of their duties.~~

~~**Sec. 2-264.— Implementation by resolution; change of procedure, time, and method.**~~

~~The city council shall implement this provision by resolution. The procedure for establishing compensation of elected officials may be changed by Charter amendment or revision.~~

Section 3. Chapter 2, Administration, Article V, Boards and Commissions, Division 2, City Beautiful Commission, Sec. 2-222 shall be amended as follows:

Sec. 2-222. Membership and term.

Each appointee shall serve a term of three years unless he shall resign or is removed by the mayor subject to approval of the city council. The initial appointment shall be for one, two and three years, respectively, so as nearly as possible to subsequently result in the appointment of an equal number of members each year depending upon the number of members; thereafter, each member is to hold office for a full three-year term. Members-Non-City Council members shall serve without compensation but may be reimbursed for actual out-of-pocket expenses directly sustained by the member in the performance of his duties on behalf of the commission. A member may be removed from the city beautiful commission by city council for any reason, with or without cause.

Section 4. Chapter 2, Administration, Article IV, Boards and Commissions, Division 3, Historical Commission, Sec. 2-242 shall be amended as follows:

Sec. 2-242. Membership and term.

Each appointee shall serve a term of three years unless he shall resign or is removed by the mayor, subject to the approval of the city council. Initial appointments shall be of one, two or three years, respectively, so as nearly as possible to subsequently result in the appointment of an equal number of members each year, depending upon the number of members; thereafter, each member is to hold office for the full three-year term. Members-Non-City Council members shall serve without

compensation but may be reimbursed for actual out-of-pocket expenses directly sustained by a member in the performance of his duties on behalf of the commission. The mayor, with consent of city council, shall appoint a person to fill a vacancy occurring in the membership of the historical commission for any reason, with such appointment being for the remainder of the unexpired term. In addition, the mayor shall appoint a city council representative to the historical commission, who will serve as a liaison to the council in a role as a nonvoting member on the historical commission. The term of this liaison appointment shall be at the discretion of the mayor. The mayor may also appoint up to two alternate members. Alternate members shall serve with full privileges and duties in the absence of regular commission members. An alternate member's appointment shall be for a one-year term. The alternate member may, at the discretion of the mayor, be considered for reappointment annually.

Section 5. Chapter 2, Administration, Article IV, Boards and Commissions, Division 6, Parking Management Advisory Board, Sec. 2-303 shall be amended as follows:

Sec. 2-303. Compensation.

~~Members-Non-City Council members~~ of the parking management advisory board shall serve without compensation, but may be reimbursed for actual out-of-pocket expenses directly sustained by a member in the performance of the member's duties on behalf of the board.

Section 6. Chapter 2, Administration, Article IV, Boards and Commissions, Division 7, Retirement Board, Sec. 2-316 shall be amended as follows:

Sec. 2-316. Conduct of meetings.

The retirement board shall hold meetings regularly, at least one in each quarter year, and shall designate the time and place thereof. Five members of the board shall constitute a quorum at any meeting of the board. Each voting board member shall be entitled to one vote in the meetings of the board and at least five concurring votes shall be necessary for a decision by the board at any meeting of the board. The board shall adopt its own rules of procedure and shall keep a record of its proceedings. The rules of procedure, and any subsequent changes thereto, shall be first approved by city council. All meetings of the board shall be public. ~~The-Non-City Council~~ board members shall serve without compensation for their services.

Section 7. Chapter 16, Community Development, Article II, Downtown Development, Sec. 16-35 shall be amended as follows:

Sec. 16-35. Board of trustees.

(a) The city downtown development authority shall be under the supervision and control of a board consisting of either the mayor of the city or a different city council member designated by the mayor, and ten other members such that the board will consist of 11 members. The members shall be appointed by the mayor of the city, subject to approval by the city council. Not less than a majority of the members shall be persons having an interest in property located in the downtown district. At least one of the members shall be a resident of the downtown district, if the downtown district has 100 or more persons residing within it. Of the members first appointed, an equal number of the members, as near as practicable shall be appointed for one year, two years, three years, and four years. A member

shall hold office until the member's successor is appointed. Thereafter, a member shall serve for a term of four years. The term of office for the first board shall begin June 1, 1982. An appointment to fill a vacancy shall be made by the mayor of the city for the unexpired term only. ~~Members-Non-City Council members~~ of the board shall serve without compensation, but shall be reimbursed for actual and necessary expenses. The chair of the board shall be elected by the board. The mayor shall also appoint a historical commission member representative as a nonvoting liaison to the downtown development authority. The term of this liaison appointment shall be four years or at the discretion of the mayor, but shall terminate if the appointee ceases to be a historical commission member. The mayor shall also appoint a current member of city council as a nonvoting liaison to the downtown development authority board. The term of this liaison appointment shall be one year or at the discretion of the mayor, but shall terminate if the appointee ceases to be a city council member. The chairperson of the principal shopping district shall also serve as a nonvoting liaison to the downtown development authority board. The removal of such liaisons is not subject to the "for cause" removal requirements and procedures of subsection (d).

(b) Before assuming the duties of office, a member shall qualify by taking and subscribing to the oath of office.

(c) The business which the board may perform shall be conducted at a public meeting of the board held in compliance with the Open Meetings Act, Public Act No. 267 of 1976 (MCL 15.261 et seq.). Public notice of the time, date, and place of the meeting shall be given in the manner required by such Act. The board shall adopt rules consistent with governing its procedure and the holding of regular meetings, subject to the approval of the city council. Special meetings may be held if called in the manner provided in the rules of the board.

(d) Pursuant to notice and an opportunity to be heard, a member of the board may be removed for cause by the city council. Removal of a member is subject to review by the circuit court.

(e) All expense items of the authority shall be published monthly, and the financial records of the authority shall always be open to the public.

(f) In addition to the items and records prescribed in subsection (e) of this section, a writing prepared, owned, used, in the possession of, or retained by the board in the performance of an official function shall be made available to the public in compliance with the Freedom of Information Act, Public Act No. 442 of 1976 (MCL 15.231 et seq.).

Section 8. Chapter 16, Community Development, Article III, Principal Shopping District, Sec. 16-82 shall be amended as follows:

Sec. 16-83. Principal shopping district board.

(a) The principal shopping district shall be under the supervision and control of a board consisting of seven members. One member of the board shall be from the adjacent residential area. One member shall be a representative of the city. A majority of the members shall be nominees of individual businesses located within the principal shopping district.

(b) The board shall be appointed by the mayor, with the concurrence of a majority of the city council. However, if all of the following requirements are met, a business may appoint a member of

the board, which member shall be counted toward the majority of members required to be nominees of businesses located within the principal shopping district:

- (1) The business is located within the principal shopping district;
- (2) The principal shopping district was designated by the city council after July 14, 1992;
- (3) The business is located within a special assessment district established under section 16-86;
- (4) The special assessment district is divided into special assessment rate zones reflecting varying levels of special benefits;
- (5) The business is located in the special assessment rate zone with the highest special assessment rates;
- (6) The square footage of the business is greater than five percent of the total square footage of all businesses in that special assessment rate zone.

(c) For purposes of this article, references to a "business" or "businesses" shall mean individual establishments located in the principal shopping district, whether said establishment is the owner or tenant of the parcel of land on which it is located. For purposes of an appointment of a member under subsection (b), business shall mean the owner of the property, in which case the property owner shall be the member. However, the property owner may appoint another person to be the member so long as the appointee has a commercial interest in an establishment located on the qualifying property.

(d) The terms of the members shall be staggered starting June 1, 2016, with members' appointments being for one-, two- and three-year terms as follows:

- (1) The terms for the city representative member and the adjacent residential member shall expire in May 2017;
- (2) The terms of two business nominees shall expire in May 2018; and
- (3) The terms of the remaining nominees shall expire in May 2019.

Thereafter, each term shall be a three-year term. The effective date of the initial appointments shall be June 1, 2016. ~~Members-Non-City Council members~~ shall serve without compensation but may be reimbursed for actual out-of-pocket expenses directly sustained by the member in the performance of the member's duties on behalf of the board. Vacancies for unexpired terms shall be filled for the remainder of the term.

(e) Notwithstanding the foregoing, the appointment of the member of the adjacent residential area shall terminate if that member ceases to meet such qualification. Further, the appointment of any member who was appointed by a business under subsection (b) shall terminate if any of the requirements set forth in subsection (b) are no longer met.

(f) The chairperson of the downtown development authority shall serve as a nonvoting liaison to the principal shopping district board.

Section 9. SEVERABILITY

If any section, subsection, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate,

distinct, and independent portion of this Ordinance, and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 10. REPEAL

All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

THIS ORDINANCE shall become effective immediately upon publication.

A true copy of this ordinance may be purchased or inspected at the office of the City Clerk at the Rochester Municipal Building, 400 Sixth Street, Rochester, Michigan, 48307, during regular business hours, 8:00 a.m. to 5:00 p.m. daily, except weekends and holidays.

Made and passed by the City Council of the City of Rochester, State of Michigan, this _____ day of December, 2024.

CITY OF ROCHESTER

A Michigan Municipal Corporation

By: _____
Nancy Salvia, Mayor

By: _____
Lee Ann O'Connor, Clerk



City of Rochester

400 Sixth Street
Rochester, MI 48307
P: (248) 651-9061
F: (248) 651-2624
www.rochestermi.org

MEMORANDUM

Date: May 22, 2024
To: Nik Banda, City Manager
From: Jeffrey S. Kragt
Subject: City Council Member Compensation – Boards and Commissions

Issue: Consideration of Compensation for City Council Members.

Analysis: We have been requested to review the issue of City Councilmember compensation. Specifically, questions were raised regarding compensating City Councilmembers for attending meetings of different boards, committees and commissions to which they are appointed.

Remuneration of City Councilmembers is addressed in Section 3.4 of the City Charter. It reads as follows:

The Mayor and each Council Member shall receive as remuneration for service to the City as set forth by ordinance. Such salaries shall constitute the only salary or remuneration which may be paid for services performed by the Mayor or any Council Member for the discharge of any official duty for or on behalf of the City during their term of office. Upon authorization of the Council, reasonable expense may be allowed when actually incurred on behalf of the City.

Thus, the Charter requires that compensation for City Council be handled by ordinance. This language was revised by way of charter amendment in 2019. Previously, the Charter set forth the specific remuneration for Council Members, that being \$10 per meeting for meetings attended by the Council Member, not to exceed \$500 annually. The revised/current version set forth above, removed the specific dollar amounts and indicated that remuneration would be by ordinance.

The Home Rule City Act allows cities to create compensation commissions (MCL 117.5c). Rochester established such a compensation committee as found in Section 2-261, et. seq. in the City Code. The compensation commission has the responsibility for determining the salaries of all elected officials, which would be only City Councilmembers. Section 2-262 sets forth how the process works for determining salaries as follows:

The compensation commission shall determine the salaries of all elected officials. The determination of the commission shall be the salary of such elected officials, unless the council, by a resolution adopted by two-thirds of the members elected to the council, rejects them. The determination of the commission shall become effective 30 days following its filing with the city clerk, unless rejected by the city council, as herein provided. In the event the council should reject the determination of the commission, the existing salary shall prevail. Any expense allowance or reimbursement paid to elected officials, in addition to salary, shall be for expenses incurred in the course of city business, and accounted for to the city.

The compensation commission is to meet in every odd numbered year to make the determination of compensation. Due to a lack of a full board on the compensation commission, this has not occurred in the last couple of odd numbered years. Per Clerk O'Connor, the last change in City Council compensation that involved compensation commission occurred at a meeting on January 22, 2018. The compensation commission's recommendation set compensation at \$70 per meeting for the Mayor, \$65 for the Mayor Pro Tem and \$60 per meeting for remaining City Councilmembers, up to a maximum of 24 meetings per year. City Council unanimously accepted the recommendation to place compensation at those levels. There has been no change to City Council compensation since that decision.

City Council has raised the issue of whether Councilmembers should be paid for their attendance at meetings of other boards, commissions or committees that they attend in their roles as Councilmembers. Currently, Councilmembers are paid for attending City Council meetings at the rates set forth above, and for attending Planning Commission meetings for those appointed to that Commission. Compensation for Planning Commission meetings (for all Planning Commission members) is \$55 per meeting. Currently Mayor Bikson and Councilmember Hauser receive that payment for their Planning Commission positions.

If there is a decision to pay Councilmembers for their positions on other boards, commissions and committees, then action would be required for City Council. As stated above, the Charter states that Councilmembers remuneration are set by ordinance and that those salaries are the only remuneration to be paid for the discharge of their duties on behalf of the City.

Of note, there are a number of ordinances regarding boards and commissions that specifically state that no compensation is provided for those board members. Examples include:

- Section 2-222 (City Beautiful Commission) states that members shall service without compensation.
- Section 2-242 (Historical Commission) states that members shall serve without compensation.
- Section 2-303 (Parking Management Advisory Board) states that members shall serve without compensation.
- Section 2-316 (Retirement Board Membership) states that board members shall serve without compensation.

I have not reviewed each and every board, commission and committee in similar fashion, but most ordinance state that members of boards, commissions and committees to not receive compensation. Thus, if City Council wishes to award compensation for Councilmembers' participation on other boards, committees and commissions, then they would need, at a minimum, amend the ordinances that prohibit board members from receiving compensation and provide that compensation would be paid. If done on a board, committee, commission basis, the City would likely need to compensate all members of those bodies, not just the Councilmembers.

In addition to amending the ordinances, City Council would need to consider the compensation commission itself. As indicated above, compensation of City Council is currently determined by the compensation commission by ordinance, subject to a "veto" by City Council. If the matter goes to the compensation commission and that commission comes up with a recommendation, City Council would have the ability to reject that recommendation or accept it. If it is rejected, then the current compensation situation stands. Of note, the compensation commission does not currently have enough members to hold meetings. The compensation commission is to consist of five members, but there is only one member currently. As having a compensation commission is permitted and not required by state law, City Council could eliminate the compensation commission by rescinding the applicable ordinances. In its place, however, City Council would need to have an alternate ordinance to set compensation as the Charter requires compensation to be set by ordinance.

Attached is a spreadsheet put together by the City Clerk showing all of the boards, commissions and committees that have Councilmembers on them. Hopefully this is helpful in determining the scope of the financial cost if there was a blanket decision to pay Councilmembers for their participation on boards, commissions and committees. Council would need to consider which meetings would include compensation, and determine the cost if all members for those boards, commissions and committees are to be paid. As you can see there are a great number of boards, commissions and committees upon which City Council Members serve. One option is to just address City Councilmember compensation generally, and not on a board, committee, commission appointment basis.

As Council can see, this is a policy decision and not necessarily a legal decision. If City Council wishes to compensate City Council Members for their positions on boards, commissions and committees other than City Council meetings and Planning Commission meetings, it will take some ordinance revisions at a minimum.

Requested Action: For City Council to discuss how it wishes to proceed on the issue of compensation of City Council Members regarding their service on boards, commissions and committees and give staff direction if any changes are to be made.

Attachment: Spreadsheet of Boards, Commissions and Committees

This Survey was done by staff at the council's request on June 6, 2024.

City	City Council Pay Per Meeting	Mayor Pay \$\$	Compensated For Other Committees They Sit On	Notes
Birmingham	\$5.00	\$5.00	No	Only City Council is Paid, regardless of how long meeting can go
Berkley	\$30.00	\$40.00	No	They attend ribbon cuttings/conferences all voluntary. Training is paid
Clawson	\$45 (\$1,400/yr)	\$45 (\$1,400/yr)	No	All voluntary - only paid for council meetings
Farmington	\$125 per meeting	\$125 per meeting	No	Board of review \$300 annually, City Council and Mayor \$1500 twice a year (\$3000) annually
Ferndale	\$416.67 per month, \$5,000 per year.	\$929.64 per month, \$11,155.68 per year.	No	We pay them monthly, not per meeting. As far as additional duties are concerned, they are basically on-call when needed for City business. Most of them are liaisons on our various boards and commissions, so these require some night meetings which is unpaid
Fraser	Aprox. \$159 per meeting	Aprox. \$188 per meeting	No	City Council \$3,837/yr Cap, Mayor \$4,531 per year
Grosse Pointe Farms	\$50.00	\$50.00	No	Only one meeting per month- only paid for council meetings
Grosse Pointe Park	\$0.00	\$0.00	No	
Harper Woods	\$10 per meeting	\$10 per meeting	Yes - \$10 per meeting	For all meetings they attend (Sub committee and council meetings) \$2,600 cap
Mount Clemens	\$104 per meeting	\$145 per meeting	No	
New Baltimore	\$170.53 Reg Mtg \$85.27 Work Study Mtg	\$59,130 a year	No	City council holds 2 meetings per month
Plymouth	\$20/mtg	\$20 per meeting and a \$500 stipend	No	
Wixom	\$62 per meeting	\$74 per meeting	No	
Rochester Hills	\$289 per mtg \$367 per mtg President	Strong Mayor form of Government \$146,912/year	Yes	Mayor \$146,912/year. Council Members \$6,944.16 annually, President \$8,816.07 annually, (Per meeting amounts are based on 24 meetings per year.) Council members are paid \$70 per committee meetings other than council. Non council members get paid \$90 per meeting and the chairperson gets \$100 per meeting.

PAID BOARDS

City Council PAID

(Mayor) Bikson

(Mayor Pro Tem) Salvia

(Council member)

Charter

MEET

\$\$

bi-monthly

\$70 x24

24 max

\$65 x24

\$60 x24

Planning Commission PAID

(Mayor) Bikson

(Council member) Hauser

(All PC members)

Ordinance/State Law

monthly

\$55 x12

no max

BOARDS NOT PAID

DDA

(Mayor) Bikson

(Liaison) Trent

Ordinance/State Law

monthly

PSD

(City Rep) Jones

Ordinance/State Law

monthly

Cemetery Advisory Board

Council member Jones

Ordinance

as needed

City Beautiful Commission

Councilmember Jones

Ordinance

monthly

Community House

Mayor Pro Tem Salvia

Agreement

Dino Hill

Councilmember Trent

Agreement

as needed

Historical Commission Councilmember Sage	Ordinance	monthly
OPEB Retirement Mayor Bikson Council Hauser	Ordinance	quarterly
Parking Advisory Committee Mayor Bikson Council Sage	Ordinance	as needed
Tree Committee Mayor Pro Tem Salvia Council Trent Council Jones	Ordinance	monthly
Sister City Committee Council Jones Council Trent Council Sage	Unknown	quarterly
Older Persons' Commission Mayor Pro Tem Salvia resident member	Agreement	monthly
Paint Creek Trailway Council Sage resident Alternate Council Alternate resident	Agreement	monthly
RARA Council King	Agreement	monthly?

RAYA
Council Jones

Agreement?

monthly?

AD HOC COMMITTEES

Asset Committee

(Mayor) ???
Mayor Pro Tem Salvia
Council - VACANT

Motion

as needed

Budget and Finance

Mayor Pro Tem Salvia
Council Trent
Council Sage

Motion

Sept. - May

Dementia Friendly

Council Trent
Council VACANT

Motion

unknown

Grant Ad Hoc

Mayor Pro Tem Salvia

Motion

as needed

	Seated	Meetings/Year	\$100 Rate		
Brownfield	5		0	100 \$	-
Cemetery	5	2	10	100 \$	1,000
CBC	10	12	120	100 \$	12,000
Compensation	5	1	5	100 \$	500
Community House	1	4	4	100 \$	400
Construction	7	1	7	100 \$	700
Dino	1	1	1	100 \$	100
DDA	11	12	132	100 \$	13,200
Hist	4	12	48	100 \$	4,800
Retirement	8	4	32	100 \$	3,200
PAC	5	4	20	100 \$	2,000
Planning	9	12	108	\$	-
PSD	7	12	84	100 \$	8,400
Tree	5	3	15	100 \$	1,500
Sister	3	4	12	100 \$	1,200
Ethics	3	1	3	100 \$	300
BOR	4	7	28	25 \$	700
Comm Net	1	6	6	100 \$	600
Historic	3	0	0	100 \$	-
Library	1	0	0	100 \$	-
Opc	2	12	24	100 \$	2,400
PCT Trail	2	12	24	45 \$	1,080
Rara	2	12	24	100 \$	2,400
Raya	1	4	4	100 \$	400
Zba	7	3	21	\$	-
Asset	3	6	18	100 \$	1,800
Budget	3	8	24	100 \$	2,400
Dementia	2	6	12	100 \$	1,200
City Council	7	24	168	45 \$	7,560
				\$	69,840 Total
				\$	53,040 City
				\$	8,400 DDA
				\$	8,400 PSD

	Seated	Meetings/Year	\$50 Rate		
Brownfield	5		0	50 \$	-
Cemetery	5	2	10	50 \$	500
CBC	10	12	120	50 \$	6,000
Compensati	5	1	5	50 \$	250
Community	1	4	4	50 \$	200
Constructi	7	1	7	50 \$	350
Dino	1	1	1	50 \$	50
DDA	11	12	132	50 \$	6,600
Hist	4	12	48	50 \$	2,400
Retirement	8	4	32	50 \$	1,600
PAC	5	4	20	50 \$	1,000
Planning	9	12	108	\$	-
PSD	7	12	84	50 \$	4,200
Tree	5	3	15	50 \$	750
Sister	3	4	12	50 \$	600
Ethics	3	1	3	50 \$	150
BOR	4	7	28	\$	-
Comm Net	1	6	6	50 \$	300
Historic	3	0	0	50 \$	-
Library	1	0	0	50 \$	-
Opc	2	12	24	50 \$	1,200
PCT Trail	2	12	24	\$	-
Rara	2	12	24	50 \$	1,200
Raya	1	4	4	50 \$	200
Zba	7	3	21	50 \$	1,050
Asset	3	6	18	50 \$	900
Budget	3	8	24	50 \$	1,200
Dementia	2	6	12	50 \$	600
City Council	7	24	168	\$	-
				\$	31,300 Total
				\$	22,900 City
				\$	4,200 DDA
				\$	4,200 PSD

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank A1 ACCOUNTS PAYABLE					
11/21/2024	139356	AL'S AUTO WASH LLC	AL'S AUTO WASH LLC	POLICE CAR WASHES	87.50
11/21/2024	139357	AMANDA SGARLATA	AMANDA SGARLATA	FINAL PAYMENT	500.00
11/21/2024	139358	ANDERSON, ECKSTEIN AND	ANDERSON, ECKSTEIN AND	PROJ 0270-0208-0 PRO SERVICES 9/23/	3,486.10
			ANDERSON, ECKSTEIN AND	PROJ 0270-0209-0 PRO SERVICES 9/23/	2,820.00
			ANDERSON, ECKSTEIN AND	PROJ 0270-0205-0 PRO SERVICES 9/23/2	491.60
			ANDERSON, ECKSTEIN AND	PROJ 0270-0203-0 PRO SERVICES 9/23/2	457.00
			ANDERSON, ECKSTEIN AND	PROJ 0270-0201-0 PRO SERVICES 9/23/2	1,547.00
			ANDERSON, ECKSTEIN AND	PROJ 0270-0200-0 PRO SERVICES 9/23/2	8,035.70
			ANDERSON, ECKSTEIN AND	PROJ 0270-0197-0 PRO SERVICES 9/23/2	1,311.00
			ANDERSON, ECKSTEIN AND	PROJ 0270-0195-0 PRO SERVICES 9/23/	1,445.00
			ANDERSON, ECKSTEIN AND	PROJ 0270-0192-0 PRO SERVICES 9/23/2	14,308.50
			ANDERSON, ECKSTEIN AND	PROJ 0270-0191-0 PRO SERVICES 9/23/2	138.00
			ANDERSON, ECKSTEIN AND	PROJ 0270-0181-0 PRO SERVICES 9/23/2	26,719.10
			ANDERSON, ECKSTEIN AND	PROJ 0270-0177-0 PRO SERVICES 9/23/2	2,614.00
			ANDERSON, ECKSTEIN AND	PROJ 0270-0158-0 PRO SERVICES 9/23/2	721.00
			ANDERSON, ECKSTEIN AND	PROJ 0270-0139-0 PRO SERVICES 9/23/2	1,049.00
			ANDERSON, ECKSTEIN AND	PROJ 0270-0111-0 RIVERFRONT PLACE PF	4,738.00
					<u>69,881.00</u>
11/21/2024	139359	BADGER METER INC.	BADGER METER INC.	WATER DEPT- METER REPAIR PARTS	752.67
11/21/2024	139360	BE SCENE BOUTIQUE	BE SCENE BOUTIQUE	REDEEMED GIFT CERTIFICATES	575.00
11/21/2024	139361	BOWEN PAVING INC.	BOWEN PAVING INC.	WATER RESTORATION FROM SERVICE REPLA	2,452.00
11/21/2024	139362	BYERS WRECKER SERVICE INC.	BYERS WRECKER SERVICE INC.	REMOVAL OF DINING DECKS	855.00
11/21/2024	139363	CHARLES SIBERT	CHARLES SIBERT	DECEMBER STUDIO RENT	2,755.79
11/21/2024	139364	CHELSEA HENSBERGEN	CHELSEA HENSBERGEN	FINAL PAYMENT	500.00
11/21/2024	139365	CITY OF ROCHESTER HILLS	CITY OF ROCHESTER HILLS	BANNER INSTALLATION	1,458.12
11/21/2024	139366	CONSUMERS ENERGY	CONSUMERS ENERGY	CONSUMERS ENERGY STATEMENTS	2,138.79
11/21/2024	139367	CYNTHIA MAITLAND	CYNTHIA MAITLAND	FINAL PAYMENT	500.00
11/21/2024	139368	DALE AHERN	DALE AHERN	SPRINKLER WINTERIZATION	210.00
11/21/2024	139369	DAVEY TREE EXPERT COMPANY	DAVEY TREE EXPERT COMPANY	TREE REMOVAL (CONT. SRVS) - SOUTH EN	3,900.00
			DAVEY TREE EXPERT COMPANY	TREE TRIMMING - (LOCALS) 1844 RING N	1,950.00
					<u>5,850.00</u>
11/21/2024	139370	DAVIS KIRKSEY ASSOCIATES INC	DAVIS KIRKSEY ASSOCIATES INC	GRANT CONTRACT WORK	3,000.00
11/21/2024	139371	DEWOLF & ASSOCIATES LLC	DEWOLF & ASSOCIATES LLC	FTO SCHOOL - GORMAN, HANKEY	1,690.00
11/21/2024	139372	DON CULVEY INC.	DON CULVEY INC.	LIONS SHELTER - CARPET CLEANING, FLC	862.00
11/21/2024	139373	DOWNTOWN CAFE	DOWNTOWN CAFE	REDEEMED GIFT CERTIFICATES	500.00
11/21/2024	139374	ELEMENT 22 COMMERCIAL GROUP	ELEMENT 22 COMMERCIAL GROUP	CHIEF FINANCIAL VEHICLE PURCHASES MC	1,856.54
11/21/2024	139375	EMILY WILLIAMS	EMILY WILLIAMS	FINAL PAYMENT	500.00
11/21/2024	139376	EXPRESSIVE STONE	EXPRESSIVE STONE	ENGRAVED BRICKS INV 10261	23.00
11/21/2024	139377	FAITH MARZOLF	FAITH MARZOLF	FINAL PAYMENT	500.00
11/21/2024	139378	FAITH MARZOLF	FAITH MARZOLF	FESTIVAL OF TREES CASH BOX MONEY	250.00
11/21/2024	139379	FRIENDS OF CLINTON RIVER TRAIL	FRIENDS OF CLINTON RIVER TRAIL	HALF-PAGE ADVERTISEMENT IN MI TRAIL	744.16
11/21/2024	139380	GOODISON VETERINARY CENTER	GOODISON VETERINARY CENTER	VET BILL-MAVERICK	59.17
11/21/2024	139381	GREAT AMERICA FINANCIAL SVCS	GREAT AMERICA FINANCIAL SVCS	(INV. 37897969 COPIER, PRINTING CON	1,944.09
11/21/2024	139382	GREAT LAKES WATER AUTHORITY	GREAT LAKES WATER AUTHORITY	INDUSTRIAL WASTEWATER CHARGES FOR OC	3,896.70
11/21/2024	139383	KARA MCGAHEY	KARA MCGAHEY	FINAL PAYMENT	500.00
11/21/2024	139384	KATY KIBBEY	KATY KIBBEY	FINAL PAYMENT	500.00
11/21/2024	139385	LIBBY FINN	LIBBY FINN	FINAL PAYMENT	500.00
11/21/2024	139386	LIFELOC TECHNOLOGIES, INC.	LIFELOC TECHNOLOGIES, INC.	CALIBRATION	78.00
			LIFELOC TECHNOLOGIES, INC.	(2) PBTS	584.00
					<u>662.00</u>
11/21/2024	139387	MARISA COHEN	MARISA COHEN	FINAL PAYMENT	500.00

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
11/21/2024	139388	MEADOW BROOK THEATRE	MEADOW BROOK THEATRE	LAGNIAPPE DONATION	100.00
11/21/2024	139389	MICHIGAN ASSOCIATION OF CHIEFS	MICHIGAN ASSOCIATION OF CHIEFS	ACCREDITATION CONTINUATION FEE	700.00
11/21/2024	139390	MICHIGAN MUNICIPAL LEAGUE	MICHIGAN MUNICIPAL LEAGUE	CDL CONSORTIUM DRIVERS FEES DUE 2024	1,260.00
11/21/2024	139391	MICHIGAN STATE POLICE	MICHIGAN STATE POLICE	SCHOOL EMPLOYMENT FINGERPRINTS	86.50
			MICHIGAN STATE POLICE	SCHOOL EMPLOYEE FINGERPRINTS	302.75
					<u>389.25</u>
11/21/2024	139392	OAKLAND COUNTY TREASURERS	OAKLAND COUNTY TREASURERS	ANIMAL CONTROL SERVICES	199.00
11/21/2024	139393	PAUL'S ON MAIN	PAUL'S ON MAIN	PRISONER MEALS	502.44
11/21/2024	139394	PEGASUS ENTERTAINMENT	PEGASUS ENTERTAINMENT	FESTIVAL OF TREES AUDIO	1,450.00
11/21/2024	139395	PEGASUS ENTERTAINMENT	PEGASUS ENTERTAINMENT	LAGNIAPPE SOUND #35597.1.5	2,600.00
11/21/2024	139396	PREMIER TRUCK SALES & RENTALS	PREMIER TRUCK SALES & RENTALS	GARBAGE TRUCK RENTAL 11/11/2024 - 12	7,900.00
11/21/2024	139397	QUALITY BUSINESS ENGRAVING	QUALITY BUSINESS ENGRAVING	RIBBON CUTTING GAME DAY MEN'S HEALTH	28.00
			QUALITY BUSINESS ENGRAVING	RIBBON CUTTING LIVE LOVE YOGA	25.00
					<u>53.00</u>
11/21/2024	139398	RANDALL PARKER	RANDALL PARKER	TRAINING MEAL-PARKER	19.00
11/21/2024	139399	RETRO FITNESS-ROCHESTER	RETRO FITNESS-ROCHESTER	MEMBERSHIP FEES OCT 2024	149.90
11/21/2024	139400	ROCHESTER COMMUNITY HOUSE INC.	ROCHESTER COMMUNITY HOUSE INC.	FESTIVAL RENTAL	3,845.00
11/21/2024	139401	ROCHESTER PLUMBING & HEATING	ROCHESTER PLUMBING & HEATING	PARKS - WINTERIZE BIG BATHROOM, KIWA	1,203.00
11/21/2024	139402	SHANNON MCSHANE	SHANNON MCSHANE	FINAL PAYMENT	500.00
11/21/2024	139403	SHERRY HILER	SHERRY HILER	FINAL PAYMENT	500.00
11/21/2024	139404	SOPHIA KARRAS	SOPHIA KARRAS	FINAL PAYMENT	500.00
11/21/2024	139405	SPENCER OIL COMPANY	SPENCER OIL COMPANY	DYED DIESEL FUEL 485.5 GAL DELIVERED	1,262.46
			SPENCER OIL COMPANY	87 OCT UNLEADED W/ 10% ETHANOL FUEL	4,792.74
					<u>6,055.20</u>
11/21/2024	139406	STONY POINTE HOMEOWNERS ASSOC	STONY POINTE HOMEOWNERS ASSOC	BD Bond Refund	1,500.00
11/21/2024	139407	SUPERIOR LOCK & KEY, LLC	SUPERIOR LOCK & KEY, LLC	COUNCIL CHAMBER DOOR LOCK	667.00
11/21/2024	139408	THE EASTMAN	THE EASTMAN	REDEEMED GIFT CERTIFICATES	50.00
11/21/2024	139409	THOMSON REUTERS-WEST	THOMSON REUTERS-WEST	CLEAR SUBSCRIPTION	130.20
11/21/2024	139410	TRANSPORTATION IMPROVEMENT	TRANSPORTATION IMPROVEMENT	JANUARY 1, 2024 - DECEMBER 31, 2024	4,844.00
11/21/2024	139411	UNITEL LEASING	UNITEL LEASING	PHONE SYSTEM CONTRACT NOVEMBER 2024	816.94
			UNITEL LEASING	PHONE SYSTEM CONTRACT NOVEMBER 2024	455.06
			UNITEL LEASING	PHONE SYSTEM CONTRACT NOVEMBER 2024	280.79
			UNITEL LEASING	PHONE SYSTEM CONTRACT NOVEMBER 2024	228.81
					<u>1,781.60</u>
11/22/2024	1024 (A)	FIFTH THIRD BANK	FIFTH THIRD BANK	OCTOBER 2024 CREDIT CARD STATEMENT	56,548.65
11/25/2024	1025 (A)	ERC-LED, LLC	ERC-LED, LLC	LED LIGHTING CONTRACT DECEMBER 2024	3,765.21
11/25/2024	1026 (A)	LINEAR CONSULTING FIRM LLC	LINEAR CONSULTING FIRM LLC	FIRE PROGRAM DEVELOPMENT	3,300.00
11/25/2024	1027 (A)	NYE UNIFORM	NYE UNIFORM	UNIFORM ALLOWANCE-RIBLETT	177.80
			NYE UNIFORM	UNIFORM ALLOWANCE-RAINS	303.30
			NYE UNIFORM	UNIFORM ALLOWANCE-LYON	392.00
			NYE UNIFORM	UNIFORM ALLOWANCE-KNIGHT	264.00
			NYE UNIFORM	UNIFORM ALLOWANCE-FRITSCH	252.00
			NYE UNIFORM	UNIFORM ALLOWANCE-FRITSCH	12.00
			NYE UNIFORM	UNIFORM EXPENSE-BIELECKI	309.50
					<u>1,710.60</u>
11/25/2024	1028 (A)	PULLMAN SST INC	PULLMAN SST INC	FOR AEW PROJ# 0270-0192 BRIDGE MAINT	120,345.60
			PULLMAN SST INC	FOR AEW PROJ# 0270-0192 BRIDGE MAINT	219,251.10

11/21/2024 01:43 PM
User: CMEYERS
DB: Rochester

CHECK REGISTER FOR CITY OF ROCHESTER
CHECK DATE FROM 11/21/2024 - 11/25/2024

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
					339,596.70
A1 TOTALS:					
Total of 61 Checks:					548,823.28
Less 0 Void Checks:					0.00
Total of 61 Disbursements:					548,823.28

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank A1 ACCOUNTS PAYABLE					
11/26/2024	139414	APPLIED INNOVATION	APPLIED INNOVATION	TONER BUILDING DEPT PRINTER	62.05
11/26/2024	139415	AVON PLAYERS	AVON PLAYERS	2024 KRIS KRINGLE MUSICAL PERFORMANC	200.00
11/26/2024	139416	BATTERY GIANT	BATTERY GIANT	EQUIPMENT REPAIR	28.70
11/26/2024	139417	BEARING POINT CONSTRUCTION INC	BEARING POINT CONSTRUCTION INC	BD Bond Refund	1,500.00
11/26/2024	139418	BISON PLUMBING	BISON PLUMBING	BD Bond Refund	1,500.00
11/26/2024	139419	BRENNA HOGUE	BRENNA HOGUE	TUITION REIMBURSEMENT -HOGUE	716.40
11/26/2024	139420	CITY OF ROCHESTER HILLS	CITY OF ROCHESTER HILLS	APPARATUS REPAIR	2,035.42
11/26/2024	139421	DC BYERS COMPANY	DC BYERS COMPANY	EAST PARKING STRUCTURE - WATERPROOFI	153,365.00
11/26/2024	139422	DTE ENERGY	DTE ENERGY	DTE STATEMENTS	17,996.11
11/26/2024	139423	ESO SOLUTIONS INC	ESO SOLUTIONS INC	COMPUTER SOFTWARE	1,589.76
11/26/2024	139424	FIRST CONGREGATIONAL CHURCH	FIRST CONGREGATIONAL CHURCH	2024 KRIS KRINGLE PERFORMANCE	250.00
11/26/2024	139425	G2 CONSULTING GROUP LLC	G2 CONSULTING GROUP LLC	G2 PROJ# 240743 SANI/STORM SEWER REF	6,255.50
11/26/2024	139426	GUARDIANS OF HARMONY	GUARDIANS OF HARMONY	2024 KRIS KRINGLE -MUSICAL PERFORMAN	250.00
11/26/2024	139427	HUTCH PAVING, INC.	HUTCH PAVING, INC.	IRONWOOD CT. PROJECT, PARKDALE STRUC	70,500.00
11/26/2024	139428	HUTCH PAVING, INC.	HUTCH PAVING, INC.	FOR AEW PROJ#0270-0191 2023 MILL & F	239,735.94
11/26/2024	139429	HUTCH PAVING, INC.	HUTCH PAVING, INC.	WYNGATE DR. (ADDITIONAL)- CLOVERDALE	111,744.29
11/26/2024	139430	JANNAH GARBACK	JANNAH GARBACK	2024 KRIS KRINGLE - MUSICAL PERFORME	250.00
11/26/2024	139431	JOHNSON CONTROLS FIRE PROTECTI	JOHNSON CONTROLS FIRE PROTECTI	STATION ALARM MAINTENACE	1,359.18
11/26/2024	139432	L ANTHONY CONSTRUCTION INC.	L ANTHONY CONSTRUCTION INC.	CURB & GUTTER REPLACEMENT PROGRAM (P	195,172.00
11/26/2024	139433	MICHIGAN BUSINESS CONNECTION,	MICHIGAN BUSINESS CONNECTION,	LOAN PAYMENT FOR THE GRAHAM	15,141.27
11/26/2024	139434	MR C'S CAR WASH #6 LLC	MR C'S CAR WASH #6 LLC	VEHICLE WASH	32.50
11/26/2024	139435	MUNICIPAL EMERGENCY SERVICES,	MUNICIPAL EMERGENCY SERVICES,	FOAM FOR FIRE FIGHTING	1,946.71
11/26/2024	139436	OAKLAND COUNTY PARKS	OAKLAND COUNTY PARKS	STAGE RENTALS	1,650.00
11/26/2024	139437	REZ-COMM, INC	REZ-COMM, INC	SIDEWALK REPLACEMENTS (LOCALS) - 155	1,400.00
			REZ-COMM, INC	DINOSAUR HILL - BRIDGE SLABS/PATH WC	3,900.00
					<u>5,300.00</u>
11/26/2024	139438	ROCHESTER DDA	ROCHESTER DDA	PETTY CASH - KKM	300.00
11/26/2024	139439	SARAH KARRAS	SARAH KARRAS	2024 KRIS KRINGLE MUSIC PERFORMANCE	150.00
11/26/2024	139440	STRYKER SALES CORPORATION	STRYKER SALES CORPORATION	MEDICAL SUPPLIES	309.40
11/26/2024	139441	SUPERIOR LOCK & KEY, LLC	SUPERIOR LOCK & KEY, LLC	BUILDING REPAIR	45.00
11/26/2024	139442	TELEFLEX LLC	TELEFLEX LLC	MEDICAL SUPPLIES	299.00
11/26/2024	139443	TRUCK & TRAILER SPECIALTIES	TRUCK & TRAILER SPECIALTIES	CONTRACT WORK FOR VEH# 662 - CALIBRA	172.50
11/29/2024	1029(A)	CONTRACTORS CONNECTION INC.	CONTRACTORS CONNECTION INC.	LOCALS/MAJORS TRAFFIC MATERIALS - CH	1,088.75
11/29/2024	1030(A)	DLZ MICHIGAN INC	DLZ MICHIGAN INC	PROJ 2445777900 FY 2024-2025 MS4	411.00
			DLZ MICHIGAN INC	PROJ 2445782100 CDSMI PRO SERVICE	1,469.00
			DLZ MICHIGAN INC	PROJ 2445771300 2024 GENERAL ENGINE	1,030.50
			DLZ MICHIGAN INC	PROJ 2345766000 HYDRANT TESTING &	1,231.67
					<u>4,142.17</u>
11/29/2024	1031(A)	NYE UNIFORM	NYE UNIFORM	UNIFORMS	96.50
11/29/2024	1032(A)	STEVEN JEROME JOHNSON II	STEVEN JEROME JOHNSON II	NOVEMBER 2024 INSPECTIONS	1,030.20
A1 TOTALS:					
Total of 34 Checks:					836,214.35
Less 0 Void Checks:					0.00
Total of 34 Disbursements:					<u>836,214.35</u>



City of Rochester

400 Sixth Street
Rochester, MI 48307
P: (248) 733-3700
F: (248) 733-3170
www.rochestermi.org

PLANNING COMMISSION REGULAR MEETING AGENDA

Chair David Gassen
Vice Chair & Council Member Christian Hauser
Mayor Nancy Salvia
Members: Daniel Bachmann, Jessica Clauser, Richard Kendziuk,
Eric Lord, Laura Murphy & Matthew Stone

See Attached Document for Virtual Meeting Instructions

400 Sixth Street	December 2, 2024	7:00 PM
-------------------------	-------------------------	----------------

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comment
4. Approval of the Minutes
 - A. Consideration of the Minutes of the Regular Meeting of November 4, 2024.
5. Public Hearings
6. Considerations:
 - A. Consideration of 203 E. University – Request for Special Exception for outdoor dining and Payment in Lieu of Parking requirements.
 - B. Consideration of 339 East Street – request for Site Plan approval for a 3-story mixed use development (retail on first floor and office uses on top two floors), at the former site of Moon River Soap Company. Request for Site Plan Approval and Payment in Lieu of Parking.
7. Miscellaneous
 - A. 2025 Planning Commission Meeting Schedule
8. Public Comment

9. Adjourn

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-733-3700 forty-eight (48) hours prior to the meeting. Staff will be pleased to make the necessary arrangements to provide necessary reasonable accommodations, including auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting.

December 4, 2024

Nik Banda, City Manager
City of Rochester
400 Sixth Street
Rochester, Michigan 48178

Re: *Request for Closed Session for City Council on December 9, 2024 to consider Attorney/Client Privileged Opinion Letter*

Dear Mr. Banda:

I am requesting that a closed session be scheduled for December 9, 2024 for City Council to consider an Attorney/Client Privileged Opinion Letter pursuant to Sec. 8(h) of the Open Meetings Act, MCL 15.268(h).

Should you have any questions, please do not hesitate to contact me.

Very truly yours,

/s/ Jeffrey Kragt

Jeffrey S. Kragt

C: Holly Meyers
Megan Frazho