



City of Rochester

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

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	April 14, 2025	7:00 PM
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1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment Scheduled/Non-Scheduled/Presentations
 - A. Rochester Hills Museum at Van Hoosen Farm Annual Report.
 - B. Presentation on Micro Forest by Marilyn Trent.
5. Approval of the Consent Agenda
 - A. Consideration of Minutes of Regular Meetings March 10, 2025 and March 24, 2025.
 - B. Consideration to approve the 2025 Art & Apples Event.
 - C. Consideration to approve the Detroit POTS 5K Run-Walk.
 - D. Consideration to approve the Music in the Park (Lions Shelter) Events.
 - E. Consideration to approve the 2025 Bark and Brew 5K Event.
 - F. Consideration to approve the Music in the Park Event (Kiwanis Club of Rochester).
 - G. Consideration to approve the Cinco de Mayo Event (D'Marcos)
6. Old Business/Tabled Items

7. Public Hearings
 - A. Public Hearing for Consideration of Issuing Tax Exempt 2025 Capital Improvement Bonds Totaling \$2,610,000.
8. Legislative Deliberation
 - A. Consideration to approve resolution for the Approved Principal Shopping District, PSD 2025-01.
9. Reports and Regular Business
 - A. Consideration of a request to approve the use of legal counsel, Elizabeth Young, through the Shultz Young Law Firm.
 - B. Downtown Development Authority budget presentation.
 - C. Principal Shopping District budget presentation.
 - D. Request to reschedule Public Hearing Scheduled for April 28, 2025 which was to Amend The City of Rochester Official Zoning Map.
 - E. Request from Champion Development Group to update City Council on former Solaronics Site (704 Woodward) Environmental Conditions.
 - F. Consideration of a request for City Council to adopt a resolution authorizing the City Manager to submit a reimbursement request to Oakland County in the amount of \$1966.28 under the West Nile Virus Prevention Reimbursement Program.
 - G. Receipt of the Check Register Report
10. Receive a Report from the Various Boards and Commissions
 - A. Receipt of a report from the Historical Commission.
 - B. Receipt of a report from Rochester Area Youth Assistance meeting.
 - C. Receipt of a report from the Rochester Avon Recreation Authority (RARA).
 - D. Receipt of a report from the Cemetery Advisory Commission.
 - E. Receipt of a report from the Planning Commission.
 - F. Receipt of a report from the Sister City Committee.

- G. Receipt of a report from the Principal Shopping District.
- 11. Public Comment
- 12. General Miscellaneous
- 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.



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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: 844 0946 9811**. 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/84409469811> (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.

Rochester Hills Museum



at Van Hoosen Farm

2024 Annual Report



Contact Us:

248.656.4663
rhmuseum@rochesterhills.org
www.rochesterhills.org/museum

45 years of collaboration

Celebrating our 45th year as our community's local history museum, the Rochester Hills Museum at Van Hoosen Farm started as a collaboration. The Van Hoosen Farmhouse was gifted by Dr. Sarah Van Hoosen Jones to Michigan State University (MSU) in 1954 allowing Sarah to remain in her family's ancestral home until her death in 1972. In 1979, several local chapters of the Questers started a petition drive requesting that MSU donate the farmhouse and 3 acres to then - Avon Township - to create a local history museum. The gift was accepted by Avon Township Supervisor Earl Borden.

Now, 45 years later, the Museum has expanded to include the 1840 Van Hoosen Farmhouse, the 1850 Red House, several buildings making up the Van Hoosen Barn complex, and the nearby 1848 Stoney Creek Schoolhouse, surrounded by sixteen acres. Each building and the surrounding historic landscape, have been carefully preserved and shared with our community.

This has been a journey of hope, risk, family, love, collaboration, dedication, perseverance, hope, and loyalty. The results are impressive. Enjoy these collaborations that we celebrated during our 45th year.

~ Patrick McKay, Museum Manager

“Everything we do of significance, we do in partnership with others”



Mission & Core Responsibilities



Mission

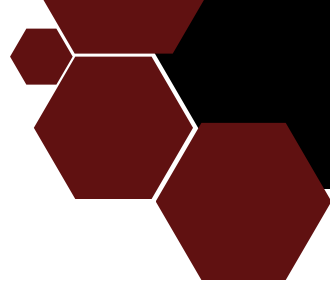
The Rochester Hills Museum at Van Hoosen Farm is part of the Department of Parks and Natural Resources in the City of Rochester Hills.

- **The Museum mission statement is:** To enhance understanding of the past through interpreting, preserving and collecting the history of the greater Rochester area for present and future generations.
- **The Department mission statement is:** We build connections in our community, Neighbor to Neighbor; Neighbor to Nature; and Neighbor to History. We do this by preserving our history, conserving our green infrastructure, and engaging our community in the outdoors.

Core Responsibilities

1. Maintain and preserve our historic buildings and grounds that are listed on the National Register of Historic Places
2. Provide a broad range of exceptional and innovative cultural, educational, and recreational programs
3. Organize, acquire, and protect archives and collections and make them available to our community
4. Promote community engagement by providing Museum resources and facilities that support residents' interests and activities

Museum at a Glance



20+

community
partnerships

1,726

new items
catalogued

442

individual
financial donors

174

Private Events
hosted

ONE

bioswale overhaul
to alleviate
stormwater issues
& create native
habitat

Over

5,000

school students
inspired

FOUR

structural analyses
from engineering
firms of a
distressed
concrete silo

\$280,390

in donations
raised to sustain
operations

Update: Buildings & Grounds

1. Maintain and preserve our historic buildings and grounds that are listed on the National Register of Historic Places



- Several intense summer storms caused flooding in the lower level of the Equipment Barn and heavy damage to our sump pumps. All area ditches have been upgraded, deepened, water control measures installed, culverts cleaned, and extensive regrading has been completed.



- Replaced the handicapped accessible entrance to the Red House. Waterproofed the basement wall and installed new decking.
- The three footbridges that cross the Museum millrace and provide public access to Stoney Creek are being replaced to include new structural support and emergency access throughout our property.
- The concrete silo at the Museum was extensively reviewed by several structural engineers. Unfortunately, the silo was carefully dismantled due to safety concerns. Portions are now on display inside the Dairy Barn.
- Continued extensive removal of invasive plant material throughout our grounds.

- The Museum bioswale was reworked and replanted with Michigan native plants to serve as a local demonstration site that captures stormwater runoff.
- Continued pruning of our antique apple trees to encourage fruit production.
- All Museum buildings received a structural analysis with various repair and upgrade costs. Continued routine maintenance of buildings; inspections, rotted wood replacement, painting, etc. Our buildings are in exceptional condition for our community to enjoy.

Update: Public Programs

2. Provide a broad range of exceptional and innovative cultural, educational, and recreational programs



School Field Trips

- 4,440 students from 1st, 2nd, and 3rd grade within the Rochester Community Schools visited the Museum. Curriculum ranged from developing critical thinking skills through primary/secondary resources to understanding what makes a community, both past and present. Students visit 4 different historic buildings, and explore local downtown district of Rochester, Michigan.
- 21 individual coordinators from pre-K to college, private, public, homeschool, girl scouts, senior center and more reached out and asked for tailored educational, immersive experiences for their students. This brought an additional 664 curious minds to the Museum grounds.

Throughout the Community

- The Museum staff provided offsite programs at the OPC Social and Activity Center, Bellbrook Senior Center, Blossom Ridge Senior Center, Pomeroy Living, Michigan Barn Preservation Network, City of Rochester water treatment plant, and Packard Proving Ground. We participated in local celebrations, such as the Christmas Parade and Dinosaur Hill's 50th Anniversary.
- Staff created two new offsite multimedia programs – *What She Left Behind* about the women in Rochester's history, and *One Room Schoolhouses of Greater Rochester*. We now offer 17 offsite program topics about local history.
- Ten new signs were installed along the 1844 Clinton-Kalamazoo Canal located within Bloomer Park.

Update: Public Programs

2. Provide a broad range of exceptional and innovative cultural, educational, and recreational programs



General Programming

- Five issues of *The Museum Visitor* were published that list local research and program information.
- Our annual events include Wet and Wild Wednesdays, Garden Walk, Stone Wall Pumpkin Festival, Halloween Masquerade, A Visit with Santa & Mrs. Claus, and Old-Fashioned Christmas.
- To reach diverse audiences, we offered a range of programs;
 - Walking tours of Mt. Avon Cemetery, of Bloomer Park, and of downtown Rochester in collaboration with Rochester's Downtown Development Authority's Farmer's Market
 - Nature-based options focusing on stream science, pollinators, and historical use of natural resources
 - Evening film and speaker series – Every Friday night in February and March. A four part presidential lecture series occurred in the fall leading into the national elections
 - Summer camps, tea programs, vintage base ball, downtown Rochester bike rides, and more!

Update: Archives & Collections

3. Organize, acquire, and protect archives and collections and make them available to our community



Collect

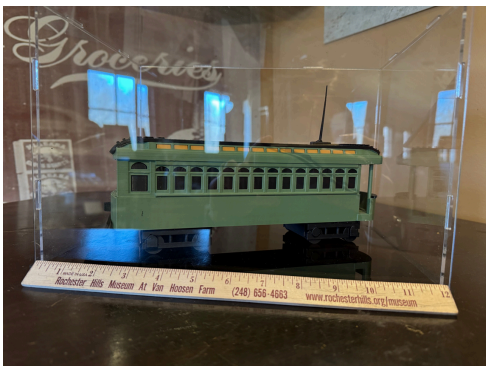
- Acquired an 1818 desk from the family of Alice Serrell, longtime resident and staff member at the Van Hoosen Farm. Upon arrival, this item was thoroughly cleaned and inspected before it entered the Van Hoosen Farmhouse.
- The Museum received several large collections of material including:
 - The Marye Miller Collection
 - The Gail Kemler Collection
 - The Foyt Collection
- The Museum Archivist worked with several organizations, including Rochester Garden Club, American Association of University Women, and Meadow Brook Women's Club, to add material to their archival collections stored at the Museum.

Protect

- 21 boxes of archival material were processed from the Congressman William Broomfield collection.
- Archive staff digitized over 20 scrapbooks for Dinosaur Hill Nature Preserve to preserve their history in honor of their 50th anniversary.
- 117 boxes of archival material were transferred from the Museum site to our DPS offsite storage area.
- New shelving was added to our offsite collections storage area to accommodate archival and collection materials.

Update: Archives & Collections

3. Organize, acquire, and protect archives and collections and make them available to our community



Share

- Collaborated with the Rochester Community Schools staff to highlight the history of our schools and to create archival research resources for their staff and students.
- Provided guidance and resources to the Paint Creek Trailways Commission during the planning of their 40th anniversary.
- Birmingham Museum used our model of a Detroit United Railway car to create a 3D printed model and is borrowing our model for their transportation exhibit.
- Created two archive videos that were filmed with help of the City's media team and shared during American Archives Month in October.
- Museum archives provided locations for numerous missing tombstones at Brewster Cemetery. New stones have arrived and have been installed.
- Museum archival resources were used to support several tea programs in the Van Hoosen Farmhouse.
- Historic images from our archives were used by our local Meijer Grocery Store to display in their store and honor our community's local history.
- Our Museum is part of a collaboration led by the Birmingham Museum regarding the researching and raising awareness of the Underground Railroad in Oakland County.

Update: Community Engagement

4. Promote community engagement by providing Museum resources and facilities that support residents' interests and activities



- We sustain local nonprofits by hosting monthly meetings of the Rochester Garden Club, Paint Creek Garden Club, four chapters of the Questers, Stoney Creek Model Railroad Club, and the Historical Quilters Guild.
- We were honored to provide our facilities to support 174 private rentals. These include ten weddings, eight receptions, memorial services, professional trainings, Bat Mitzvahs, baby showers, bridal showers, City events, and more.



- In collaboration with the Rochester Garden Club and local beekeepers we maintained beehives to support environmental education requests.
- We redesigned our bioswale to capture storm and ground water and provide filtration before water enters Stony Creek. Stony Creek is a prime location for programming, picnics, and weddings at the Museum.
- We hosted a temporary exhibit - Albert Kahn: Creating the Modern World in collaboration with the Albert Kahn Legacy Foundation.



Rochester Hills Museum



at Van Hoosen Farm

Thank You!

As we enter a new year, we look forward to protecting and promoting our buildings and grounds, sharing our stories through our programs, preserving our unique archival resources, hosting our community's events, and to enter a new year of successful collaborations.



1. CALL TO ORDER

Mayor Pro Tem Bikson at 7:00 p.m.

2. ROLL CALL

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

ABSENT: Mayor Nancy Salvia.

3. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Bikson led the Pledge of Allegiance.

4. PUBLIC COMMENT SCHEDULED/NON SCHEDULED/PRESENTATIONS

4A. Community Partner presentation from Rochester Community Schools Director of Career Readiness, Karen Malsbury.

Public Comment. NONE.

5. CONSENT AGENDA

5A. Receive the Check Register Report of February 20, 2025.

MOTION: Sage moved, Jones seconded,
To Receive the Check Register Report of February 20, 2025.

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

NO: None.

ABSENT: Salvia

Motion Carried.

6. OLD BUSINESS/ TABLED ITEMS.

NONE.

7. PUBLIC HEARINGS

NONE.

8. LEGISLATIVE DELIBERATIONS

NONE.

9. REPORTS AND REGULAR BUSINESS

9A. Request to schedule a Public Hearing for April 14, 2025 regarding the proposed issuance of tax-exempt bonds, a portion of the proceeds, not to exceed \$1,000,000.00 will be used to finance all or a portion of the costs of renovation, construction, furnishing and equipping improvements to the Rochester Community House, 826 Ludlow.

MOTION: Trent moved, Jones seconded,
To schedule a Public Hearing for April 14, 2025 regarding the proposed issuance of tax-exempt bonds, a portion of the proceeds, not to exceed \$1,000,000.00 will be used to finance all or a portion of the costs of renovation, construction, furnishing and equipping improvements to the Rochester Community House, 826 Ludlow.

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

Motion Carried.

9B. Request to schedule a Public Hearing for March 24, 2025 at 7:00 p.m. to review the necessity of Special Assessment District Roll PSD 2025-01. DDA Director Kristi Trevarrow gave Council a detailed presentation on the PSD and the proposed SAD.

MOTION: Trent moved, Hauser seconded,
To schedule a Public Hearing for March 24, 2025 at 7:00 p.m. to review the necessity of Special Assessment District Roll PSD 2025-01.

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

Motion Carried.

9C. Request from the Downtown Development Authority to continue the Outdoor Dining Platform Program for 2025 from May through October.

MOTION: Trent moved, Sage seconded,
To approve the request from the Downtown Development Authority to continue the Outdoor Dining Platform Program for 2025 from May through October.

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

Motion Carried.

9D. Request to schedule a Public Hearing for March 24, 2025 regarding the reprogramming of 2021 Community Development Block Grant funds in the amount of \$10,641.45 from the Memorial Grove project to replace walking paths in the Municipal Park.

MOTION: Sage moved, Trent seconded,
To approve the request to schedule a Public Hearing for March 24, 2025 regarding the reprogramming of 2021 Community Development Block Grant funds in the amount of \$10,641.45 from the Memorial Grove project to replace walking paths in the Municipal Park.

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

NO: None.

ABSENT: Salvia

Motion Carried.

9E. Agreement with Oakland County Tactical Consortium (OAK-TAC) to provide professional training and leadership to law enforcement personnel and other programs.

MOTION: Jones moved, Hauser seconded,
To approve the Agreement with Oakland County Tactical Consortium (OAK-TAC) to provide professional training and leadership to law enforcement personnel and other programs and authorize the City Manager to execute the agreement.

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

NO: None.

ABSENT: Salvia

Motion Carried.

9F. Agreement with Oakland County Program Year 2025 High Intensity Drug Trafficking Area (HIDTA) Subrecipient Agreement, including Attachments A – E.

MOTION: Jones moved, Sage seconded,
To approve the agreement with Oakland County Program Year 2025 High Intensity Drug Trafficking Area (HIDTA) Subrecipient Agreement, including Attachments A – E and authorize the City Manager to execute the agreement.

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

NO: None.

ABSENT: Salvia

Motion Carried.

9G. Agreement with Apartment Services Company for Mt. Avon Cemetery lawn mowing for 2025 at \$55,125.00, 2026 at \$56,227.50 and 2027 at 57,352.05.

MOTION: Trent moved, Sage seconded,
To approve the agreement with Apartment Services Company for Mt. Avon Cemetery lawn mowing for 2025 at \$55,125.00, 2026 at \$56,227.50 and 2027 at 57,352.05.

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

9H. Quote from Environmental Wood Solutions to dispose of the collected leaves from the DPW outdoor ground storage area at a cost of \$39.50 per ton for an estimated total cost of \$31,212.00.

MOTION: Hauser moved, Sage seconded,
To authorize Councilmember Sara King to abstain from voting on the motion for this item due to a conflict.

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

MOTION: Trent moved, Hauser seconded,
To approve the quote from Environmental Wood Solutions to dispose of the collected leaves from the DPW outdoor ground storage area at a cost of \$39.50 per ton for an estimated total cost of \$31,212.00.

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

9I. City Clerk O'Connor reviewed the process for the annual nominations and appointments to Boards and Commissions.

10. BOARDS AND COMMISSIONS REPORTS.

10A. OPEB retirement board- report postponed.

10B. Rochester Area Youth Assistance – Jones said they discussed recent events.

10C. Sister City Committee – Jones said they discussed the Memorial Day Parade and events and stated that this will be the last year that the Chamber will organize the parade.

10D. SEMCOG – report postponed.

10E. Cemetery Advisory Committee – Jones stated they continue to work on plans to honor America 250 with headstone cleaning beginning in May.

10F. Historical Commission – Sage reminded that Founders' Day event is March 23, 2025 at Van Hoosen Farm Calf Barn. He also stated that Heritage Days Festival will be postponed for 2025.

10G. Principal Shopping District - Hauser stated they scheduled 3 Public Hearings: for the Zoning Ordinance and 2 for the Community House, one for site plan and one for the temporary tent.

10H. Principal Shopping District – Jones noted that Deck Art is May 15 & 16 and they discussed the Makers' Market and Citywide art plan.

10I. Older Persons' Commission – Bikson stated they had the FY2024 Audit and they reviewed their Code of Conduct.

11. PUBLIC COMMENT

NONE.

12. GENERAL MISCELLANEOUS.

City Manager Nik Banda noted that the tennis courts nets were up and the Tree Committee is working on a micro forest.

City Clerk O'Connor reminded of the deadline to submit petitions is April 22, 2025 at 4:00 p.m.

King gave an update on the Cat Committee saying they will be working in the area of Castell and Taylor in the Spring.

Jones stated that the renovated Lions Park Pavillion has 6 concerts scheduled and gave an update on the skatepark.

Hauser advised that the City Code amendment for the Blight Ordinance will be on the next meeting agenda.

13. ADJOURN

Mayor Pro Tem Bikson adjourned the meeting at 8:42 p.m.

Lee Ann O'Connor, City Clerk

Stuart Bikson, Mayor Pro Tem

1. CALL TO ORDER

Mayor Salvia at 7:00 p.m.

2. ROLL CALL

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

ABSENT: Councilmember Sara King.

3. PLEDGE OF ALLEGIANCE

Mayor Salvia led the Pledge of Allegiance.

4. PUBLIC COMMENT SCHEDULED/NON SCHEDULED/PRESENTATIONS

Oakland County Assessing, Equalization Field Supervisor Bryan Paris and Equalization Appraiser Raul Dsouza presented the 2025 pre March Board of Review Valuation Data and Community Comparison.

Public Comment. NONE.

5. CONSENT AGENDA

5A. Minutes for the Regular Meeting of February 24, 2025.

MOTION: Bikson moved, Sage seconded,
To approve the Minutes for the Regular Meeting of February 24, 2025.

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

NO: None.

ABSENT: King

Motion Carried.

5B. Special Event Application from the St. John Lutheran Church and School to hold the annual Family Praise and Picnic in the Park on Sunday, August 24, 2025 in the Municipal Park.

MOTION: Bikson moved, Sage seconded,
To approve the Special Event Permit for the St. John Lutheran Church and School to hold the annual Family Praise and Picnic in the Park on Sunday, August 24, 2025 in the Municipal Park.

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

NO: None.

ABSENT: King

Motion Carried.

5C. Special Event Application from the Principal Shopping District to the Downtown Rochester's Makers' Market on Saturday, June 21, 2025 on West Fourth Street between Main Street and Walnut Boulevard.

MOTION: Bikson moved, Sage seconded,

To approve the Special Event Permit for the Principal Shopping District to the Downtown Rochester's Makers' Market on Saturday, June 21, 2025 on West Fourth Street between Main Street and Walnut Boulevard.

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

NO: None.

ABSENT: King

Motion Carried.

5D. Special Event Application from the Older Persons' Commission to hold the OPC 5K Run/Walk for Meals on Wheels on June 7, 2025 along Letica Drive and the Clinton River Trail.

MOTION: Bikson moved, Sage seconded,

To approve the Special Event Permit for the Older Persons' Commission to hold the OPC 5K Run/Walk for Meals on Wheels on June 7, 2025 along Letica Drive and the Clinton River Trail.

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

NO: None.

ABSENT: King

Motion Carried.

5E. Special Event Application from HAVEN to hold HAVEN Sexual Assault Awareness Month walk event on Friday April 4, 2025 along the sidewalks from University Drive and Diversion Street.

MOTION: Bikson moved, Sage seconded,

To approve the Special Event Application from HAVEN to hold HAVEN Sexual Assault Awareness Month walk event on Friday April 4, 2025 along the sidewalks from University Drive and Diversion Street.

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

NO: None.

ABSENT: King

Motion Carried.

5F. Check Register reports for March 6 and 13, 2025.

MOTION: Bikson moved, Sage seconded,

To approve the

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

NO: None.

ABSENT: King

Motion Carried.

6. OLD BUSINESS/ TABLED ITEMS.

NONE.

7. PUBLIC HEARINGS

7A. Public Hearing and Resolution for application to The Michigan Natural Resources Trust Fund for \$500,000 and commit 25% matching funds of \$125,000 to fund improvements to Elizabeth Park.

Project Manager Jason Warner, Brian Casey of McKenna Associates and Grant Writer Linda Kirksey Davis reviewed the project and answered questions.

Mayor Salvia opened the Public Hearing at 7:35 p.m.

Grant Writer Linda Kirksey Davis read for the record a letter from the adjacent Homeowners' Association in support of the proposed plans for Elizabeth Park.

Mayor Salvia closed the Public Hearing at 7:37 p.m.

MOTION: Trent moved, Jones seconded,
To adopt the Resolution for application to The Michigan Natural Resources Trust Fund for \$500,000 and commit 25% matching funds of \$125,000 to fund improvements to Elizabeth Park.

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

NO: None.

ABSENT: King

Motion Carried.

7B. Public Hearing for 2021 Community Development Block Grant funding reprogramming in the amount of \$18,541.55 to be used for ADA compliant pathways in the Municipal Park.

Mayor Salvia opened the Public Hearing at 7:39 p.m.

No one addressed Council.

Mayor Salvia closed the Public Hearing at 7:40 p.m.

MOTION: Hauser moved, Trent seconded,
To approve the 2021 Community Development Block Grant funding reprogramming in the amount of \$18,541.55 to be used for ADA compliant pathways in the Municipal Park.

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

NO: None.

ABSENT: King

Motion Carried.

7C. Public Hearing and Resolution for the Principal Shopping District Special Assessment District 2025-01. DDA Director Kristi Trevarrow gave Council a thorough review of the requested SAD.

Mayor Salvia opened the Public Hearing at 8:02 p.m.

Steven Winokur, Masonic Block Properties, 400/402/404 South Main and 103/109/111/115 East Fourth, questioned inconsistencies with the published amounts.

Bob Justin, Rhumblin LLC, 92 and 280 Mill Street, requested these properties be excluded from the SAD as they do not benefit from PSD activities.

Greg Swett, Swett Equity LLC, 81 Mill Street, objected to this address being included.

Pierre Atallah, 610/613/543 Main Street, 134 West University Drive and 530 Pine Street, objects to these properties being included in the PSD SAD as they do not benefit. He requested that medical offices as a class not be benefitted by the PSD.

Ann Peterson, 233 N. Alice, commented that Mill Street does not belong in the PSD and supports removing these properties from the SAD.

Paul Haig, downtown resident and business owner, stated that the PSD enhances the downtown.

Ben Giovanelli, DDA Chair, commented on how the DDA and PSD work together to make downtown a desirable place.

City Clerk O'Connor read aloud Letters of Protest received from: Steven Winokur, Masonic Block Properties, 400/402/404 South Main and 103/109/111/115 East Fourth; Greg Swett, Swett Equity LLC, 81 Mill Street; and Daniel Eastman, Garry's Collision, 93 and 97 Mill Street; and Bob Justin, Rhumblin LLC, 92 and 280 Mill Street.

Mayor Salvia closed the Public Hearing at 8:17 p.m.

Council considered the Resolution adopting PSD SAD 2025-01.

MOTION: Jones moved, Sage seconded,
To adopt the Resolution for the Principal Shopping District Special Assessment District 2025-01.

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

NO: None.

ABSENT: King

Motion Carried.

8. LEGISLATIVE DELIBERATIONS

8A. Ordinance Amendment to the City Code, Chapter 8 – Animals, Article I – In General, to add new Section 8-9 – Feeding of Animals, to prohibit ground feeding of animals and stray/feral cats and dogs, Introduction and First Reading.

MOTION: Jones moved, Hauser seconded,
To give Introduction and First Reading to an Ordinance Amendment to the City Code, Chapter 8 – Animals, Article I – In General, to add new Section 8-9 – Feeding of Animals, to prohibit ground feeding of animals and stray/feral cats and dogs.

VOTE: YES: Salvia, Hauser, Jones and Trent.

NO: Bikson and Sage.

ABSENT: King

Motion Carried.

8B. Ordinance Amendment to the City Code, Chapter 20 – Environment, Article IV, Blight to amend the language - Introduction and First Reading. Councilmember Hauser requested Council postpone action on this amendment for further review.

MOTION: Hauser moved, Trent seconded,
To postpone indefinitely the Ordinance Amendment to the City Code, Chapter 20 – Environment, Article IV, Blight to amend the language - Introduction and First Reading. Councilmember Hauser requested Council postpone action on this amendment for further review.

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

NO: None.

ABSENT: King

Motion Carried.

9. REPORTS AND REGULAR BUSINESS

9A. Agreement with Dinosaur Hill Nature Preserve – Second Amendment for Community Garden Services.

MOTION: Trent moved, Jones seconded,
To approve the Agreement with Dinosaur Hill Nature Preserve – Second Amendment for Community Garden Services.

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

NO: None.

ABSENT: King

Motion Carried.

9B. Police Chief Rouhib presented the annual liquor license inspection report.

9C. Resolution making permanent changes to the Voting Precinct Boundaries to combine precincts 01 & 03 into new precinct 01; to combine precincts 02 & 04 into new precinct 02; and to combine precincts 05 & 06 into new precinct 03 and adopting the new Voting Precinct Map.

MOTION: Trent moved, Hauser seconded,
To adopt the Resolution making permanent changes to the Voting Precinct Boundaries to combine precincts 01 & 03 into new precinct 01; to combine precincts 02 & 04 into new precinct 02; and to combine precincts 05 & 06 into new precinct 03 and adopting the new Voting Precinct Map.

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

9D. Resolution changing the Voting Polling Location from Rochester Community House to the Municipal Building, 400 Sixth Street and to change the Voting Polling Location from the Older Persons' Commission building to St. Paul's Methodist Church.

MOTION: Hauser moved, Trent seconded,
To adopt the Resolution changing the Voting Polling Location from Rochester Community House to the Municipal Building, 400 Sixth Street and to change the Voting Polling Location from the Older Persons' Commission building to St. Paul's Methodist Church.

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

9E. Request to schedule a Public Hearing regarding the FYE 2026 budget for April 28, 2025.

MOTION: Bikson moved, Trent seconded,
To approve the Request to schedule a Public Hearing regarding the FYE 2026 budget for April 28, 2025.

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

10. BOARDS AND COMMISSIONS REPORTS.

10A. Cemetery Committee – Jones stated they continue work on the America 250 event.

10B. Community House – Salvia stated they welcomed new board member Lynn Oates.

10C. Paint Creek Trailway Commission- Sage stated that they are still searching for a Trail Manager.

10D. Asset Management Committee – Hauser stated they reviewed First Street road project, east side curb replace and mill and fill, parking lots and upcoming water main projects.

10E. Downtown Development Authority – Trent stated they discussed the Market + The Graham progress.

10F. Budget and Finance Committee – Trent stated they will be seeking grant funding for the Cemetery.

10G. Rochester Avon Recreation Authority - report postponed.

11. PUBLIC COMMENT

Pat Kane, West Fourth Street, commented on three new wildlife habitat certifications.

12. GENERAL MISCELLANEOUS.

City Clerk O'Connor

Bikson, Jones, Trent and Mayor Salvia commented on the successful Founders' Day event.

13. ADJOURN

Mayor Salvia adjourned the meeting at 9:43 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: March 27, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police 
Subject: Art & Apples Festival

Issue: Request to hold the Art & Apples Festival

Analysis: The Paint Creek Center for the Arts has submitted a Special Event Application to host the **Art & Apples Festival** on September 5-7, 2025, in the Municipal Park. This event serves as the primary annual fundraiser for Paint Creek Center for the Arts. It is estimated that 60,000 people will attend this well known festival.

The event application has been reviewed by department heads. The police department will provide extra police presence in the park and around the surrounding areas. The fire department will provide emergency medical services and assist with security. The DPW will set up picnic tables, trash receptacles, barricades, and traffic cones. The approximate cost for all three departments will be \$14,800. A hold harmless agreement and proof of liability insurance have already been submitted. As a note, there were no issues at the prior event.

Festival Times:

September 5, 2025, 2 pm to 7 pm
September 6, 2025, 10 am to 7 pm
September 7, 2025, 10 am to 4 pm

Requested Action: Review and approve event as presented.

Attachment(s): Special event application

MEMO

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 \$150, 2nd and subsequent years \$125

Date/Hours of Event: Sept 5-7, 2025
2pm-7pm; 10am-7pm; 10am-4pm

Date/Hours of Event: Setup Sept 4, 8am-6pm

Name of Event: Art & Apples Festival

Description of Event: 59th Annual fine art Festival featuring over 250 artists, 25 food vendors, live entertainment, and an estimated 60,000 attendees.

Location Requested: All of Rochester Municipal Park, including Kiwanis and Lion's Shelters.

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

Date/Hours of Event: 9/5 - 2pm to 7pm; 9/6 - 10am to 7pm; 9/7 - 10am to 4pm

Date/Hours of Set-up and Tear Down: Park Survey - 8/29, 9am to 1pm | Artist Setup - 9/4, 8am to 6pm
Staff Setup - 9/3, 9am to noon | Cleanup - 9/8, 8am to noon

Organization Name: Paint Creek Center for the Arts

Organization Address (include street address, city, state & zip):
407 Pine St, Rochester, MI 48307

Organization Phone Number: (248) 651-4110

Name of Contact Person and Phone Number: Shaun Hayes (586) 531-5157

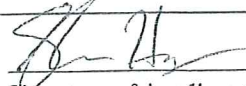
Contact Person E-Mail (must be provided): shaun@pccart.org

On-Site Event Manager/Contact Person Name & Phone Number: Shaun Hayes (586) 531-5157

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

3-26-2025
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:
Genisys Credit Union, Meijer, various other sponsor businesses.

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

This serves as the primary annual fundraiser for Paint Creek Center for the Arts.

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:
Estimated 60,000 across three days. Saturday is typically the heaviest for attendance.

What parking arrangements will be necessary to accommodate attendance?
Describe:
Use of parking decks encouraged. Shuttles provided Saturday and Sunday from Rochester High School.

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe:
Music performances scheduled at the band shell each day of the festival. Outside company is contracted to manage setup.

Will volunteer staff be provided to assist with safety, security and maintenance: YES NO
Various community volunteers. Civil Air Patrol is contracted to assist with safety and security all weekend.

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:

Roughly 26 food vendors will be preparing and selling food onsite. Oakland County Health Division is scheduled for inspections. Rochester Fire Dept. will be scheduled for safety inspections of food vendors as well.

Will merchandise be sold?

YES

NO

If yes, describe:

All artists onsite at the festival are able to sell their artwork to the public. Artists are individually responsible for how sales are handled, whether cash, check, or bringing their own devices to accept credit card payments.

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

Picnic Tables YES NO If yes, number requested: All available

Trash Receptacles YES NO If yes, number requested: All available

Dumpsters YES NO If yes, number requested: 4

Electrical Connections YES NO If yes, number requested: TBD

Meter Bags YES NO If yes, number requested: _____

Barricades YES NO If yes, number requested: TBD

Traffic Cones YES NO If yes, number requested: TBD

Other YES NO If yes, number requested: _____

Will you be requesting City safety personnel to be assigned to this event (Police/Fire): YES NO

Describe:

Both departments are typically onsite all weekend for safety or medical emergencies. Police also assist with crowd management. We are happy to provide more details upon request.

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.
An estimated 250-325 booths (10'x10') for artists and sponsors. Vendors will be responsible for providing their own tents. Placement will be mapped out and set with Rochester Salvage & Supply and Reichert Surveying.

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: Sept. 5, 2025 Time: 12:00pm

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:

50 - six foot tables. 15 - eight foot tables.

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

31 to be placed at various locations as indicated on the map.

Other Items Requested YES NO

If yes, describe:

Hold Harmless Agreement

March 25, 2025

To the fullest extent permitted by law the **Paint Creek Center for the Arts**, its officers, directors, employees, agents, contractors, volunteers, representatives and others working on behalf of the **Paint Creek Center for the Arts** 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: **September 5, 6, & 7, 2025** 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 of Rochester; its elected or appointed officials, employees, volunteers or others working on behalf of the City of Rochester.



Shaun Hayes, Executive Director

3-25-2025

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/25/2025

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 The Whims Insurance Agency 322 Main Street Suite 200 Rochester MI 48307		CONTACT NAME: Christy Palazzoni PHONE (A/C, No, Ext): (248) 651-7321 FAX (A/C, No): (248) 651-3992 E-MAIL ADDRESS: christypalazzoni@gmail.com																						
INSURED Paint Creek Center for the Arts 407 Pine St Rochester MI 48307-1933		<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td>Cincinnati Indemnity</td> <td>23280</td> </tr> <tr> <td>INSURER B:</td> <td>Trumbull Insurance Company</td> <td>27120</td> </tr> <tr> <td>INSURER C:</td> <td>Cincinnati Insurance Company</td> <td>10677</td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Cincinnati Indemnity	23280	INSURER B:	Trumbull Insurance Company	27120	INSURER C:	Cincinnati Insurance Company	10677	INSURER D:			INSURER E:			INSURER F:		
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INSURER F:																								

COVERAGES **CERTIFICATE NUMBER:** CL2532532629 **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:			EPP 0058487	02/03/2025	02/03/2026	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 \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Network Security Liab \$ 50,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			EPP 0058487	02/03/2025	02/03/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ 3,000
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	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	35WECAA0ZEQ	03/03/2025	03/03/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Professional Liability			EMN0397945	07/20/2024	07/20/2025	Directors & Officers \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Arts & Apples Festival, Sept 5-7th, 2025 event (set up on 4th)
City of Rochester and Rochester DDA are Additional Insureds re: General Liability as respects the above event.

CERTIFICATE HOLDER City of Rochester & Rochester DDA 400 Sixth Street Rochester MI 48307	CANCELLATION 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 

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

Department	Name	Comments	Costs Expected
City Manager			
DPW/Parks & Recreation	Jill Gaffke	Barricades/Street Signs/Garbage/Clean Up	\$4,700
Police Department	Chief Rouhib	Staffing	\$6,600
Fire Department	Chief Cieslik	Staffing	\$3,500
Building Department			
Finance Department			
Clerk			
DDA (*If in the district)			

ROCHESTER POLICE DEPARTMENT

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GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: March 27, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Detroit POTS Walk and 5K



Issue: Request to hold the Detroit POTS Walk and 5K Event

Analysis: Lesley Sleeman on behalf of the Dysautonomia International Organization, submitted a special event application to host the Detroit POTS 5K run/walk on **September 28, 2025**, from 7 am to 2 pm in Municipal Park. There will be approximately 200-300 runners/walkers that will not involve any street closures. There will be some announcements, light music, and some merchandise being sold for the non-profit. The organization has reserved the Kiwanis Shelter.

The event application has been reviewed by department heads and there are no costs involved with this function. A hold harmless agreement and proof of liability insurance shall be submitted prior to the event.

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 \$150, 2nd and subsequent years \$125

Date/Hours of Event: ²⁸ Sept ⁴⁸ 28th - 7am-2pm

Date/Hours of Event: 9-28-25

Name of Event: Detroit POTS Walk of 5K

Description of Event: To raise awareness and raise money for POTS. A condition affecting millions of Americans. Family friendly community event (walk with raffles and snacks). All proceeds benefit Dysautonomia International

Location Requested: Kiwanis

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

Date/Hours of Event: Sept 28th 2025 - event hours 9:30am - 12:30pm

Date/Hours of Set-up and Tear Down: Setup 7am-9:30am, tear down 12:30pm-2pm

Organization Name: Dysautonomia International

Organization Address (include street address, city, state & zip): P.O Box 596
East Monchesi NY 11940

Organization Phone Number: 631-202-1700

Name of Contact Person and Phone Number: Lesley Steeman 248-310-4696

Contact Person E-Mail (must be provided): steemanlesley@gmail.com

On-Site Event Manager/Contact Person Name & Phone Number: Lesley Steeman "7"

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

3/26/25
Date

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: *Last year we had just two small tables inside the pavilion*

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

Other Items Requested YES NO

If yes, describe:

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: *I usually have sponsorships but I do not have them yet*

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: *It's the 4th year!*

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

Total estimated attendance each day: *200*

What parking arrangements will be necessary to accommodate attendance?
Describe: *None - everyone just parks in the lots*

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe: *We usually have a small speaker for music and a mic for announcements*

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: *We will just have water & snacks for free*

Will merchandise be sold? YES NO

If yes, describe: *We will have a raffle, possibly some merch*

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

Picnic Tables	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <i>whatever is in the pavilion</i>
Trash Receptacles	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <i>2</i>
Dumpsters	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Electrical Connections	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <i>1</i>
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:

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:

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

Department	Name	Comments	Costs Expected
City Manager			
DPW/Parks & Recreation	Jill Gaffke	No issues	0
Police Department	Chief Rouhib	No issues	0
Fire Department	Chief Cieslik	No issues	0
Building Department			
Finance Department			
Clerk			
DDA (*If in the district)			

ROCHESTER POLICE DEPARTMENT

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GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: April 1, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Music in the Park (Lions Shelter)

Issue: Request to hold Music in the Park at Lions Park on multiple dates.

Analysis: The Rochester Area Recreation Authority (RARA), has submitted an event application to host multiple dates for their Music in the Park Event. The event will take place at **Lions Park** next to Rochester Mills. The dates are as follows:

June 12, 2025, 6 pm-9 pm
June 26, 2025, 6 pm-9 pm
July 10, 2025, 6 pm-9 pm
July 24, 2025, 6 pm-9 pm
August 16, 2025, 12 pm-5 pm
August 28, 2025, 6 pm-9 pm

Each event will consist of live music, games, activities, light food, and beverages provided by Rochester Mills pending approval from the Michigan Liquor Control Commission. Alcohol consumption will be controlled in a designated fenced area (see map). The police chief met RARA staff at the location and pointed out certain concerns. All individuals consuming alcohol will be wearing a wristband. The fenced in area for consumption will be attended by a minimum of 3-4 employees. Proof of liability insurance has been submitted. A hold harmless agreement shall be submitted prior to the first event date. This is a first time event and modifications can be made after each one.

Requested Action: Review and approve events 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 \$150, 2nd and subsequent years \$125

Date/Hours of Event: 6/12, 6/26, 7/10, 7/24,
8/28 6pm-9pm

Date/Hours of Event: 8/16 12pm-5pm

Name of Event: Music in the Park

Description of Event:

Live music will be held at the new amphitheatre behind Rochester Mills.
Games/activities will be provided by RARA
Food/bev will be provided by Rochester Mills.

Location Requested:

Gazebo / Franks amphitheatre / Lions Park

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

Date/Hours of Event: [6-12, 6-26, 7/10, 7/24, 8/28] 6:30pm-8:30pm / 8/16 ~~6:30pm-8:30pm~~
12pm-5pm

Date/Hours of Set-up and Tear Down: 6pm-9pm / 12pm-5pm

Organization Name:

RARA

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

500 E Second St. Rochester, MI, 48307

Organization Phone Number: 248-656-8308

Name of Contact Person and Phone Number: Lauren Anderson 947-201-9455

Contact Person E-Mail (must be provided): Lauren@rararecreation.org

On-Site Event Manager/Contact Person Name & Phone Number: Katie Walker
248-941-0031

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.

Mr. R. [Signature]
Signature of Applicant

3/7/2025
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:
Rochester Mills

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:
Debbly Jones suggested this event to bring people out to this side of Rochester & utilize the new amphitheatre built by Frank

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

Total estimated attendance each day:
150-250 people

What parking arrangements will be necessary to accommodate attendance?
Describe:
Rochester Mills will allow use of lot, no other accomodations needed.

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe:
Live bands will perform for 90 min Thursdays & for 3hrs on 8/16 Family Frickley Music

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

Will alcoholic beverages be served? YES NO
If yes, describe:
Rochester Mills will be serving & will be Avoiding any illegal areas to have Alcohol.
They will be contacting City of Rochester to discuss this.

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

If yes, describe:
 Again this will be all from Rochester Mills not RARA

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>4</u>
Dumpsters	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Electrical Connections	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <u>TBD</u>
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 checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <u>0</u>
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:

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.
2-4

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:
we are providing 10-14 tables

Portable Restrooms YES NO
If yes, number of portable restrooms requested and locations:

Other Items Requested YES NO
If yes, describe:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/26/2025

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 Emil Rummel Agency, Inc. 522 S Main St Frankenmuth MI 48734	CONTACT NAME: Jakob Baarck	FAX (A/C, No): 989-652-8919
	PHONE (A/C, No, Ext): 989-652-6104	E-MAIL ADDRESS: jbaarck@rummelinsurance.com
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Rochester Mills Beer Co. 400 Water Street Ste 101 Rochester MI 48307	ROCHMIL-01 INSURER A: The Cincinnati Insurance Company	10677
	INSURER B: Midwest Employers Casualty Co	
	INSURER C:	
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 334734464 **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:	Y		ETD 0588208	8/28/2024	8/28/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ETA 0588208	8/28/2024	8/28/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			ETD 0588208	8/28/2024	8/28/2025	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	ROCHE2R	12/31/2024	12/31/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Holder listed is additional insured per form GA 210

CERTIFICATE HOLDER RARA 500 E. 2nd Street Rochester MI 48307	CANCELLATION 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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/26/2025

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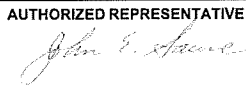
PRODUCER Emil Rummel Agency, Inc. 522 S Main St Frankenmuth MI 48734	CONTACT NAME: Jakob Baarck	
	PHONE (A/C, No, Ext): 989-652-6104	FAX (A/C, No): 989-652-8919
E-MAIL ADDRESS: jbaarck@rummelinsurance.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: The Cincinnati Insurance Company		10677
INSURED Rochester Mills Beer Co. 400 Water Street Ste 101 Rochester MI 48307	ROCHMIL-01	INSURER B: Midwest Employers Casualty Co
		INSURER C:
		INSURER D:
		INSURER E:
		INSURER F:

COVERAGES **CERTIFICATE NUMBER:** 198697969 **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:	Y		ETD 0588208	8/28/2024	8/28/2025	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 3,000,000
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ETA 0588208	8/28/2024	8/28/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			ETD 0588208	8/28/2024	8/28/2025	EACH OCCURRENCE	\$ 3,000,000
							AGGREGATE	\$ 3,000,000
								\$
B	<input checked="" type="checkbox"/> 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	ROCHE2R	12/31/2024	12/31/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Holder listed is additional insured per form GA 210

CERTIFICATE HOLDER Frank Rewold and Sons 303 E. Third Street, Ste 300 Rochester MI 48307	CANCELLATION 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 

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2025 Rochester Event Calendar Tentative Events

April 1, 2025

Month	Time	Event	Location	Reviewed Department Heads	Reviewed City Manager	Council Approval	Costs
January							
17-18	10am-6pm	Downtown Rochester Frost Festival	Downtown Rochester	Yes	Yes	Yes	\$ -
19	9 am-11am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	Yes	\$ 2,600
February							
		No Events					
March							
15	1pm-11pm	Friends of Foster Kids Charity-Pre St. Patrick's Day	O'Connors	Yes	Yes	Yes	\$ -
16	Noon-10 pm	St. Baldrick's Fundraiser	Corner Bar	Yes	Yes	Yes	
17	7am-2am	Annual St. Patrick's Day Celebration	O'Connors	Yes	Yes	Yes	\$ 250
April							
4	4pm-7pm	Haven Sexual Assault Awareness Month	Downtown Rochester	Yes	Yes	Yes	\$ -
11,12,13	10 am-5 pm	Knights of Columbus Tootsie Roll Drive	Main/University	Yes	Yes	Yes	\$ -
May							
10	Noon-3 pm	Detroit Dachshund Club Walk Fundraiser	Paint Creek Trail	Yes	Yes	Yes	\$ -
17	9am-2pm	Duck Dash	Municipal Park	Yes			
24	6:30am-5 pm	Heritage Car Show	Municipal Park	Yes	Yes	Yes	\$ -
June							
7	8am-10am	OPC 5KRun/Walk-Meals for Wheels	Clinton River Trail	Yes	Yes	Yes	\$ -
8	7 am-12 pm	Bark & Brew 5K Run	Municipal Park	Yes	Yes		
12	6pm-9pm	Music in the Park	Lions Park	Yes	Yes		
19	6:30pm-11:30 pm	Movies in the Moonlight	East Parking Deck	Yes	Yes	Yes	\$ -
21	10am-6pm	Makers Market	W. Fourth Street	Yes	Yes	Yes	\$ 500
26	6pm-9pm	Music in the Park	Lions Park	Yes	Yes		
26	6:30pm-11:30 pm	Movies in the Moonlight	East Parking Deck	Yes	Yes	Yes	\$ -
July							
10	6pm-9pm	Music in the Park	Lions Park	Yes	Yes		
24	6pm-9pm	Music in the Park	Lions Park	Yes	Yes		

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: April 2, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Bark & Brew 5K-2025



Issue: Request to hold the 2025 Bark & Brew 5K Event

Analysis: The **Leader dogs for the Blind** have submitted a special event application to host the 2025 Bark & Brew 5K Run on Sunday, **June 8, 2025**, from 7 am to 12 pm. The event will begin on Mills Street through town to Municipal Park, and end at the parking lot between Rochester Mills and FRS Building. The event will consist of a large tent with tables, music, food, and alcoholic beverages served by Rochester Mills. The estimated number of participants is 1,500. There will be several volunteers assisting on the course. The run will begin at 9 am sharp.

The event application has been reviewed by department heads. The DPW projected approximate costs of \$850 for barricade set up and take down. The police department will need extra staffing at approximately \$350. The Fire Department indicated that there will be no costs. We will request the assistance of CERT to assist with traffic. A hold harmless agreement and proof of liability insurance shall be submitted prior to the event. In addition, the Michigan Liquor Control Commission shall approve a special license for serving alcohol

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: Sunday, June 8, 2025

Date/Hours of Event: 7:00 AM - 12:00 PM

Name of Event:

2025 Bark & Brew 5K presented by Chief Financial Credit Union

Description of Event:

Leader Dogs for the Blind and presenting sponsor Chief Financial Credit Union are excited to announce the Bark & Brew 5K! Kick off your summer on a beautiful course throughout Downtown Rochester, MI. Proceeds raised during the Bark & Brew 5K support the programs and services that Leader Dog provides free of charge to people who are blind or visually impaired.

Location Requested:

400 Water Street, Rochester, MI 48307 - parking area between Rochester Mills and FRS Building

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: Sunday, June 8, 2025 7:00 AM - 12:00 PM

Date/Hours of Set-up and Tear Down: Friday, June 8, 9 AM-6 PM; Monday, June 9, 9 AM-12 PM

Organization Name:

Leader Dogs for the Blind

Organization Address (include street address, city, state & zip): 1039 S. Rochester Road
Rochester Hills, MI 48307

Organization Phone Number: 248-651-9011

Name of Contact Person and Phone Number: Stephen Moran 248-840-9711

Contact Person E-Mail (must be provided): stephen.moran@leaderdog.org

On-Site Event Manager/Contact Person Name & Phone Number: Stephen Moran 248-840-9711

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.

Stephen Moran

Signature of Applicant

3/11/2025

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:

Chief Financial Credit Union, Rochester Mills Beer Company, John & Margo Hebert, Fox Automotive, Serra Buick GMC, Domino's, GameDay Men's Health, United Wholesale Mortgage, RARA, Blue Cross Blue Shield of Michigan

Is this event a fundraiser? YES NO

If yes, indicate beneficiary information:

Leader Dogs for the Blind

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

Describe:

3rd year in Downtown Rochester

Was this even previously held outside of Rochester? YES NO

Describe:

Bark & Brew was held at Griffing Claw for three (3) years prior.

Total estimated attendance each day:

1,500

What parking arrangements will be necessary to accommodate attendance?

Describe:

Attendees will use parking lots and spaces in and around town.

Is amplification of music or speakers planned or anticipated? YES NO

If yes, describe:

A DJ will providing music for the duration of the event from the Oakland County Parks Stage, in a southern direction, away from surrounding businesses.

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

We will have over 50 volunteers onsite.

Will alcoholic beverages be served? YES NO

If yes, describe:

Rochester Mills Beer Company will supply the liquor license and servers.

Will food/beverages be sold? YES NO *NOTE: Peddler & Vendor permits are required. Also, Health Department approval required for food sales.*
 If yes, describe:
 Rochester Mills Beer Company will be selling beer; Domino's serving pizza made off-site; Bakehouse 46 serving doughnuts made off-site; Starbucks serving coffee made off-site.

Will merchandise be sold? YES NO
 If yes, describe:
 Leader Dogs for the Blind will be selling store items.

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 checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <u>TBD</u>
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:
 Please reference the 5K course map to determine safety personnel assignments.

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 reference the 5K course map for street closures.

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: 6/6/2025 Time: 10:00 AM

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:

60 8-foot tables will be located under a 30' x 100' tent without sides.

Portable Restrooms YES NO
If yes, number of portable restrooms requested and locations:

10 Porta-Johns will be placed in the event area.

Other Items Requested YES NO
If yes, describe:



2025 BARK & BREW 5K EVENT DETAILS

Leader Dogs for the Blind and presenting sponsor Chief Financial Credit Union are excited to announce the Bark & Brew 5K! Kick off your summer on a beautiful course throughout Downtown Rochester, MI. Proceeds raised during the Bark & Brew 5K support the programs and services that Leader Dog provides free of charge to people who are blind or visually impaired.

The event is capped at 1,350 participants and a fundraising goal of \$85,000 in celebration of our 85th anniversary of serving the visually impaired and blind communities.

New in 2025!

- **V.I.PAW** – As a VIP, you will receive a 2025 branded Bark & Brew 5K pint glass, dog bandana, along with your race bib, shirt, medal, and post-race beverage/food item. This category is capped at 500 registrants.
- **New Course** – The 2025 5K course will guide runners through Downtown Rochester, leading into Rochester Municipal Park along Paint Creek. Participants will then transition onto the Paint Creek Trail, passing the Rochester Library and crossing University Drive before reaching the finish line near the Rochester Mills Beer Company.
- **Post-Race Party** – After the race, celebrate your achievement with a complimentary beverage from Rochester Mills Beer Company and a slice of pizza, or opt for a Starbucks coffee and a Bakehouse 46 doughnut. No matter your choice, enjoy the moment while soaking in the amazing sounds of local musicians. The Post-Race Party is located at Rochester Mills Beer Company from 9 AM to 12 PM.

In-person participants also receive a race t-shirt, large medal, race bib, and a coupon for a free, age-appropriate beverage and food item at the Post-Race Party.

Virtual participants will receive a race t-shirt, large medal, race bib.

After completing your race, head over to the [Bark & Brew Event Site](#) in Downtown Rochester to redeem your free beverage coupon! Have your non-running friends and family join you at the Bark & Brew event and continue the fun throughout the morning.

Useful Links

Online Registration: <https://raceroster.com/events/2025/102980/2025-bark-and-brew-5k>

Donations: <https://raceroster.com/events/2025/102980/2025-bark-and-brew-5k/fundraising-organization/72534#event-description>

FAQ's: <https://raceroster.com/events/2025/102980/2025-bark-and-brew-5k/page/faqs>

5K Course Map: See attached

Start Times

5K Run/Walk: 9:00 AM

Packet Pick-Up:

Friday, June 6 - 3:00 to 6:00 PM @ [Chief Financial Credit Union](#)

Saturday, June 7 - 12:00 to 4:00 PM @ [Leader Dogs for the Blind](#)

Sunday, June 8 – 7:30 to 8:45 AM @ [Bark & Brew Event Site](#)

Water Stations & Post-Race Food:

There will be no water stations on the course. Each participant is responsible for their own hydration during the event. Post-race water and food will be available near the finish line.

For additional information, please visit www.leaderdog.org/bark-and-brew

Schedule for Setup/Teardown**Friday, June 6**

- 10:00 AM – set up 30' x 100' tent in FRS's side of lot; barricades, generator, stage and Porta-Johns delivered

Saturday, June 7

- 10:00 AM - set up four (4) 10' x 20' tents, tables and chairs, as well as 10' x 10' tents; barricades will then be set up around the perimeter

Sunday, June 8

- 6:00 AM - setup finish line and packet pick-up areas
- 7:30 AM - packet pick-up begins
- 8:30 AM - all food and beverage vendors in place
- 9:00 AM - Race begins
- 9:15 AM - food and beverage service begins
- 12:30 PM - teardown finish line, stack tables and chairs, remove 10' x 10' tents, stack barricades

Monday, June 9

- 9:00 AM - vendor pick up of stage, Porta Johns, 10'x20' tents, 30' x 100' tent, generator, barricades, tables and chairs



Sunday, June 8, 2025
Downtown Rochester

Event Setup

Friday, June 6

- 10:00 AM – Set up 30' x 100' tent
- 10:00 AM – Porta-Johns

Saturday, June 7

- 10:00 AM – Set up 10' x 20' tents
- 10:00 AM – Set up 10' x 10' tents
- 2:00 PM – Tables, chairs, barricades

Sunday, June 8

- 5:30 AM – Race day set up
- 7:30 AM – Packet pick-up begins
- 8:30 AM – Food/beverage in place
- 9:00 AM – Race begins

Event Breakdown

Sunday, June 8

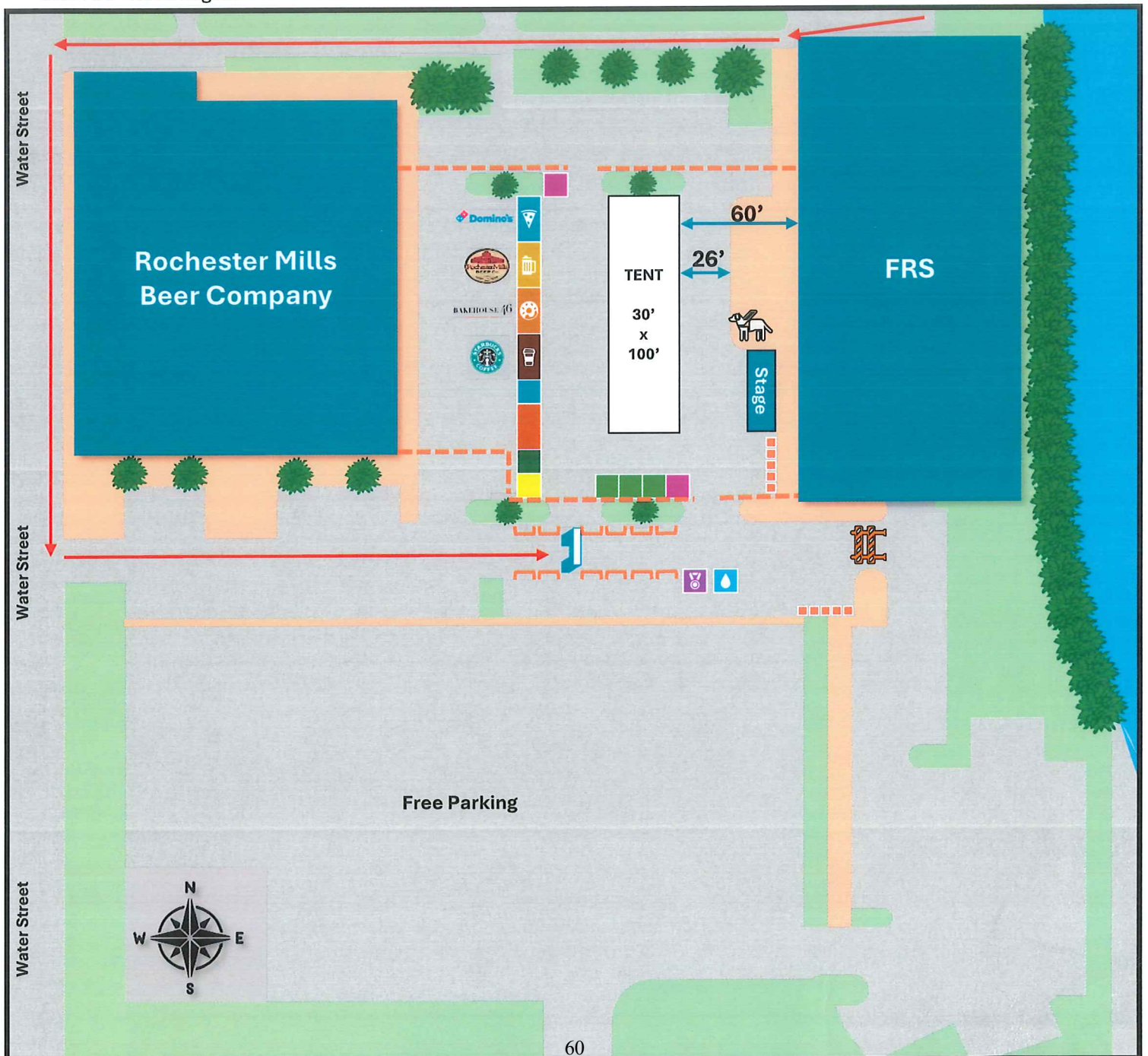
- 12:00 PM – Event ends
- 12:15 PM – Tables/chairs stacked
- 12:30 PM – Small tents removed
- 1:00 PM – Stage removed

Monday, June 9

- 9:00 AM – Porta-Johns removed
- 9:00 AM – Barricades removed
- 10:00 AM – Large tents, tables, chairs removed

Event Map Key

- Gate Check Point
- Leader Dog Tent
- Chief Financial Credit Union
- Packet Pick-Up/Registration
- Volunteer Tent
- Porta-Johns
- Face Painter



Leader Dogs for the Blind

BARK & BREW 5K

presented by Chief Financial Credit Union



Sunday, June 8, 2025

DOWNTOWN ROCHESTER

Hosted by Rochester Mills Beer Co.

5K RUN/WALK COURSE MAP



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

Department	Name	Comments	Costs Expected
City Manager			
DPW/Parks & Recreation	Jill Gaffke	Barricades-set up/remove	\$850
Police Department	Chief Rouhib	Additional Staffing	\$350
Fire Department	Chief Cieslik	No Issues	0
Building Department			
Finance Department			
Clerk			
DDA (*If in the district)			

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: April 9, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Music in the Park (Kiwanis Club of Rochester)

Issue: Request to hold the Music in the Park Event

Analysis: The Kiwanis Club of Rochester has submitted an event application to host the Music in the Park Event every Thursday from June 19, 2025, through July 31, 2025. The event will take place in the bandshell each Thursday from 7 pm to 9 pm. The event application has been reviewed by the department heads. There are no identifiable costs associated with the event. A hold harmless agreement and proof of liability insurance have been submitted.

Event Dates

June 19,2025
June 26,2025
July 3,2025
July 10,2025
July 17,2025
July 24,2025
July 31,2025

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:

Date/Hours of Event:

Name of Event:

Music in the Park

Description of Event:

Summer Circuit Series
7 Consecutive Thursdays

Location Requested:

Band shell and facing hillside

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:

7 to 9 pm on Thursdays 6/19 thru 7/31

Date/Hours of Set-up and Tear Down:

Organization Name:

Kiwanis Club of Rochester

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

% R. Bajorek 1465 Harmon Rd, Oakland, Mich 48363

Organization Phone Number:

Name of Contact Person and Phone Number:

Logan Bajorek 248/660-4125

Contact Person E-Mail (must be provided):

RAB100843@gmail.com

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

R. Bajorek 248/660-4125

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.

Logan Bajorek
Signature of Applicant

24 Mar, 2025
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: *300 to 500*

What parking arrangements will be necessary to accommodate attendance?
Describe: *None*

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

Will volunteer staff be provided to assist with safety, security and maintenance: YES NO
Club members & Key Club volunteers *set-up, close up and refreshment sales*

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: *Popcorn, soft drinks, water & ice cream*

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: <i>only those normally available</i>
Dumpsters	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Electrical Connections	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <i>at the Keweenaw shelter & the boardwalk</i>
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 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:

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

Refreshments will be sold at the Kiwanis shelter

*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:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/24/2025

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 Hylant - Indianapolis 10401 North Meridian St, Ste 200 Indianapolis IN 46290	CONTACT NAME: Lisa Christenson PHONE (A/C, No, Ext): 317-817-5172 E-MAIL ADDRESS: kiwaniscert@hylant.com	FAX (A/C, No): 317-817-5151
	INSURER(S) AFFORDING COVERAGE	
INSURER A: Lexington Insurance Company		NAIC # 19437
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED KIWAN03
 Kiwanis International, All Clubs and Their Members
 3636 Woodview Trace
 Indianapolis IN 46268

COVERAGES **CERTIFICATE NUMBER:** 1261782574 **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 <input checked="" type="checkbox"/> Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			013136005	11/1/2024	11/1/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Liquor Liability \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			013136005	11/1/2024	11/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						OCCUR CLAIMS-MADE 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		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Self-Insured Retention			013136005	11/1/2024	11/1/2025	All Claims \$150,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
*"Music in the Park" Summer concert series
 Rochester Municipal Park
 Thursdays from June 19 through July 31, 2025*

CERTIFICATE HOLDER <i>City of Rochester 400 6th Street Rochester, Mich. 48307 Attn: City Clerk/City Manager</i>	CANCELLATION 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 <i>Judy K. Wilson</i>
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**CERTIFICATE OF INSURANCE WITH ADDITIONAL INSURED WORDING REQUEST
FORM-REQUIRED PRIOR TO ISSUANCE**

PLEASE ALLOW **24-48 HOURS** FOR PROCESSING

Kiwanis Club Information

Name of Club: *Kiwanis Club of Rochester*

Contact Name: *Logan Bajork*

Club/Contact Address: *1465 Harmon Rd*

City: *Oakland* State: *Mich* Zip code: *48363*

Contact Phone: *248/660-4125* Contact Fax:

Contact E-mail: *TRAB100843@GMAIL.COM*

Send copy of certificate via: Fax **E-Mail** Mail

First Additional Insured

Additional Insured Name: *City of Rochester*

Additional Insured's Interest (property owner, etc.)

Additional Insured Address: *400 6th Street*

City: *Rochester* State: *Mich* Zip code: *48307*

Attention: *City Manager/clerk* Fax:

Additional Insured E-mail:

Send copy of certificate via: Fax E-Mail **Mail**

Second Additional Insured

Additional Insured Name:

Additional Insured's Interest (property owner, etc.)

Additional Insured Address:

City: State: Zip code:

Attention: Fax:

Additional Insured E-mail:

Send copy of certificate via: Fax E-Mail Mail

Kiwanis Event Information (Please provide Kiwanis' role in event):

Event Dates:

Event Location:

Description of Event:

Special Instructions/requests:

Please Fax: 317-817-5151, E-mail: kiwaniscert@hylant.com or mail to Hylant at:
Hylant-Kiwanis Certificates, 10401 N. Meridian St., Suite 200, Indianapolis, IN 46290

Confidentiality Statement. The information and concepts provided to you by Hylant Group are strictly confidential. The information and concepts are solely for your internal evaluation and no other use of distribution is permitted or authorized.



Kiwanis Club of Rochester

Chief Roubik

Hold Harmless Agreement – Certificate of Insurance

All permitted events will require a certificate of insurance naming the City of Rochester, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Rochester as an additional insured party. Events will also require a Hold Harmless Agreement containing terms acceptable to the City. The Hold Harmless Agreement shall be printed on the organizers (event holder's) official letterhead and signed by a duly authorized representative and shall contain at least the following language:

Hold Harmless Agreement Language

To the fullest extent permitted by law the ROCHESTER KIWANIS its officers, directors, employees, agents, contractors, volunteers, representatives and others working on behalf of the applicant/organizer of the event. ROCHESTER KIWANIS 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: 1 THURSDAYS 6/19TH & 7/31, 2025 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.

Logan Bajorek
Signature *for Rochester Kiwanis*
27 March, 2025

2025 Rochester Event Calendar Tentative Events

April 9, 2025

Month	Time	Event	Location	Reviewed Department Heads	Reviewed City Manager	Council Approval	Costs
January							
17-18	10am-6pm	Downtown Rochester Frost Festival	Downtown Rochester	Yes	Yes	Yes	\$ -
19	9 am-11am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	Yes	\$ 2,600
February							
		No Events					
March							
15	1pm-11pm	Friends of Foster Kids Charity-Pre St. Patrick's Day	O'Connors	Yes	Yes	Yes	\$ -
16	Noon-10 pm	St. Baldrick's Fundraiser	Corner Bar	Yes	Yes	Yes	
17	7am-2am	Annual St. Patrick's Day Celebration	O'Connors	Yes	Yes	Yes	\$ 250
April							
4	4pm-7pm	Haven Sexual Assault Awareness Month	Downtown Rochester	Yes	Yes	Yes	\$ -
11,12,13	10 am-5 pm	Knights of Columbus Tootsie Roll Drive	Main/University	Yes	Yes	Yes	\$ -
May							
10	Noon-3 pm	Detroit Dachshund Club Walk Fundraiser	Paint Creek Trail	Yes	Yes	Yes	\$ -
24	6:30am-5 pm	Heritage Car Show	Municipal Park	Yes	Yes	Yes	\$ -
June							
7	8am-10am	OPC 5KRun/Walk-Meals for Wheels	Clinton River Trail	Yes	Yes	Yes	\$ -
8	7 am-12 pm	Bark & Brew 5K Run	Municipal Park	Yes	Yes		
12	6pm-9pm	Music in the Park	Lions Park	Yes	Yes		
19	6:30pm-11:30 pm	Movies in the Moonlight	East Parking Deck	Yes	Yes	Yes	\$ -
19	7 pm-9 pm	Movies in the Park	Municipal Park	Yes			\$ -
21	10am-6pm	Makers Market	W. Fourth Street	Yes	Yes	Yes	\$ 500
26	6 pm-9 pm	Music in the Park	Lions Park	Yes	Yes		\$ -
26	7 pm-9 pm	Music in the Park	Municipal Park	Yes			\$ -
26	6:30pm-11:30 pm	Movies in the Moonlight	East Parking Deck	Yes	Yes	Yes	\$ -
July							
3	7 pm-9 pm	Music in the Park	Municipal Park	Yes			\$ -

10	6pm-9pm	Music in the Park		Lions Park	Yes	Yes		\$	-
10	7 pm-9 pm	Music in the Park		Municipal Park	Yes			\$	-
17	7 pm-9 pm	Music in the Park		Municipal Park	Yes			\$	-
24	6pm-9pm	Music in the Park		Lions Park	Yes	Yes		\$	-
24	7 pm-9 pm	Music in the Park		Municipal Park	Yes			\$	-
26	6 am-11 am	Woodhouse 5K-New Day		Municipal Park	Yes	Yes	Yes	\$	750
27	11 am-3 pm	Italian Happening Car Show		Municipal Park	Yes	Yes	Yes	\$	2,750
31	7 pm-9 pm	Music in the Park		Municipal Park	Yes				
August									
2	3pm-6pm	Roman James Foundation Fun Run 2025		Municipal Park	Yes	Yes	Yes	\$	-
2	6:30pm-11:30 pm	Movies in the Moonlight		East Parking Deck	Yes	Yes	Yes	\$	-
9	6 am-2 pm	Detroit Congenital Heart Walk		Municipal Park	Yes	Yes	Yes	\$	-
10	5am-5pm	Rockin Rods		Walnut Street	Yes	Yes	Yes	\$	850
16	12pm-5pm	Music in the Park		Lions Park	Yes				
24	6 am-4 pm	Family Praise and Picnic in the Park		Municipal Park	Yes	Yes	Yes	\$	250
28	6pm-9pm	Music in the Park		Lions Park	Yes	Yes			
September									
5-7	1000-1600	Art & Apples		Municipal Park	Yes	Yes			
27	0800-1100	Hometown Hustle		Downtown Rochester	No	No	No		
28	9:30am-12:30 pm	Detroit POTS 5K		Municipal Park	Yes	Yes			
October									
5	8:30 am-11 am	Scare Away Hunger 5K & Family Fun Run		Municipal Park	Yes	Yes	Yes	\$	600
18	9 am-12:30 am	Making Strides Against Breast Cancer		Municipal Park	Yes	Yes	Yes	\$	360
November									
December									
7	2 pm-4 pm	Christmas Parade		Downtown Rochester					

ROCHESTER POLICE DEPARTMENT

400 SIXTH STREET
ROCHESTER, MICHIGAN 48307
PHONE (248) 651-9621
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GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: April 10, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Cinco de Mayo Event (D'Marcos)



Issue: Request to hold the Cinco de Mayo Event

Analysis: Mark Mendola, on behalf of the Backdoor Taco & Tequila Bar, has submitted an event application to host the Cinco de Mayo event on **May 5, 2025**, from 1 pm to 9 pm outside the Backdoor Taco & Tequila Bar. The event will take transpire where outdoor decks were placed in previous years. The organizer has requested to reserve 4 parking spaces on the south side of the building. This designated area will be used to set tables for the patrons so food and drinks can be served. The area will be secured with barricades and cones. There will be no street closures or blocked sidewalks.

The DPW identified approximate costs of \$550.00 for barricades, cones, and trash cans. The police chief visited the area and approved of it. Proof of liability insurance and a hold harmless agreement shall be submitted prior to the event. The liquor establishment already possesses an outdoor serving permit.

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 \$150, 2nd and subsequent years \$125

Date/Hours of Event: 5-5-25

Date/Hours of Event: 1 PM - 9 PM

Name of Event: Cinco de Mayo

Description of Event:
Serve food & drinks outside business in a designated area.

Location Requested: BACK DOOR TACO & TEQUILA BAR
(D'MARCO'S)

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

Date/Hours of Event: 5-5-25 1 PM - 9 PM

Date/Hours of Set-up and Tear Down: Immediately following

Organization Name: BACK DOOR TACO & TEQUILA BAR

Organization Address (include street address, city, state & zip):
401 S. MAIN - Rochester MI 48307

Organization Phone Number: 248 760-8226

Name of Contact Person and Phone Number: MARK MENDDA - Above


Contact Person E-Mail (must be provided): Above

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

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

4-9-25
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:
NONE

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: 80-100

What parking arrangements will be necessary to accommodate attendance?
Describe: 4 PARKING SPOTS LOCATED ON THE SOUTH SIDE OF THE 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

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: Food from restaurant menu

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: _____
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 checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: 4
Barricades	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: Type 1-6-8
Traffic Cones	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: 8-10
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:

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:

The Backdoor Taco Bar

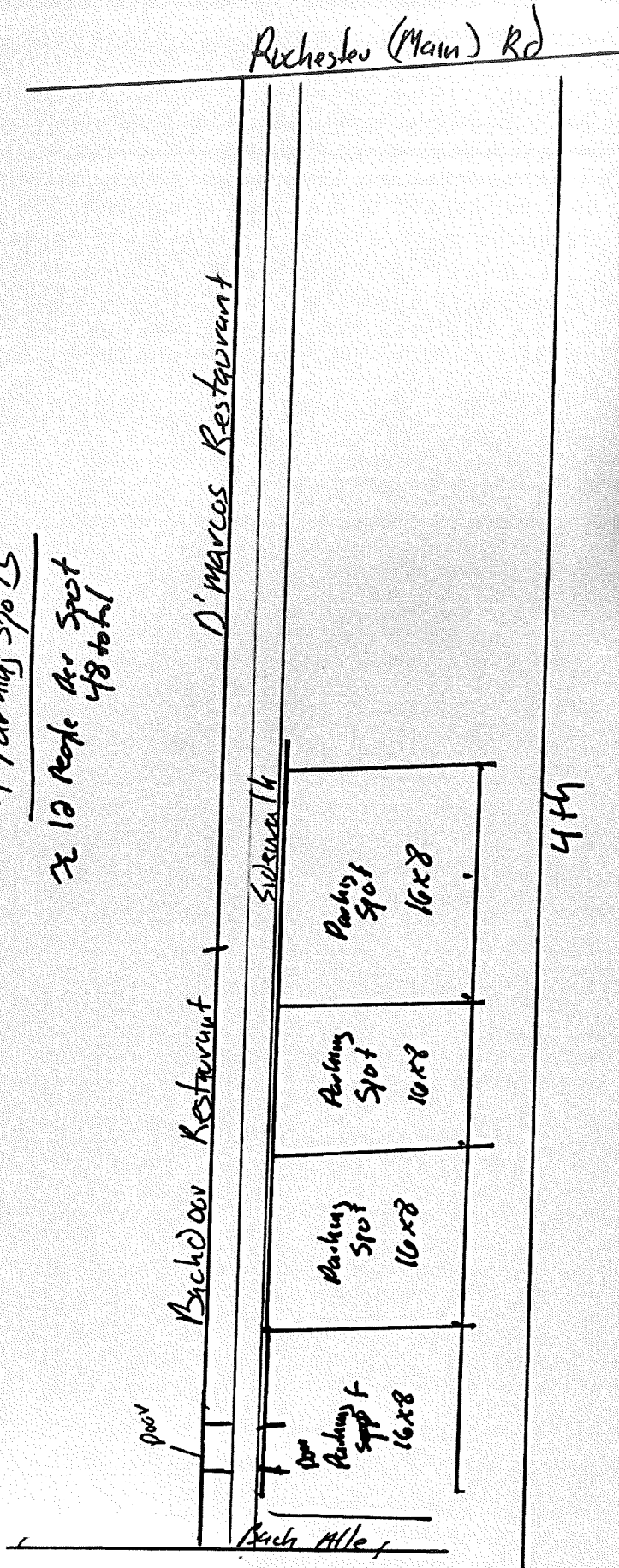
Cinco de Mayo

May 5, 2025

1-9pm

4 Parking Spots

~ 10 People Per Spot
48 total



Rexhester (Main) Rd

2025 Rochester Event Calendar Tentative Events

April 10, 2025

Month	Time	Event	Location	Reviewed Department Heads	Reviewed City Manager	Council Approval	Costs
January							
17-18	10am-6pm	Downtown Rochester Frost Festival	Downtown Rochester	Yes	Yes	Yes	\$ -
19	9am-11am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	Yes	\$ 2,600
February							
		No Events					
March							
15	1pm-11pm	Friends of Foster Kids Charity-Pre St. Patrick's Day	O'Connors	Yes	Yes	Yes	\$ -
16	Noon-10pm	St. Baldrick's Fundraiser	Corner Bar	Yes	Yes	Yes	
17	7am-2am	Annual St. Patrick's Day Celebration	O'Connors	Yes	Yes	Yes	\$ 250
April							
4	4pm-7pm	Haven Sexual Assault Awareness Month	Downtown Rochester	Yes	Yes	Yes	\$ -
11,12,13	10am-5pm	Knights of Columbus Tootsie Roll Drive	Main/University	Yes	Yes	Yes	\$ -
May							
5	1pm-9pm	Cinco de Mayo	D'Marcos	No			
10	Noon-3 pm	Detroit Dachshund Club Walk Fundraiser	Paint Creek Trail	Yes	Yes	Yes	\$ -
24	6:30am-5 pm	Heritage Car Show	Municipal Park	Yes	Yes	Yes	\$ -
June							
7	8am-10am	OPC 5KRun/Walk-Meals for Wheels	Clinton River Trail	Yes	Yes	Yes	\$ -
8	7am-12pm	Bark & Brew 5K Run	Municipal Park	Yes	Yes		
12	6pm-9pm	Music in the Park	Lions Park	Yes	Yes		
19	6:30pm-11:30pm	Movies in the Moonlight	East Parking Deck	Yes	Yes	Yes	\$ -
19	7pm-9pm	Movies in the Park	Municipal Park	Yes			\$ -
21	10am-6pm	Makers Market	W. Fourth Street	Yes	Yes	Yes	\$ 500
26	6 pm-9 pm	Music in the Park	Lions Park	Yes	Yes		\$ -
26	7pm-9pm	Music in the Park	Municipal Park	Yes			\$ -
26	6:30pm-11:30pm	Movies in the Moonlight	East Parking Deck	Yes	Yes	Yes	\$ -
July							

3	7pm-9pm	Music in the Park	Municipal Park	Yes			\$	-
10	6pm-9pm	Music in the Park	Lions Park	Yes	Yes		\$	-
10	7pm-9pm	Music in the Park	Municipal Park	Yes			\$	-
17	7pm-9pm	Music in the Park	Municipal Park	Yes			\$	-
24	6pm-9pm	Music in the Park	Lions Park	Yes	Yes		\$	-
24	7pm-9pm	Music in the Park	Municipal Park	Yes			\$	-
26	6am-11am	Woodhouse 5K-New Day	Municipal Park	Yes	Yes	Yes	\$	750
27	11am-3pm	Italian Happening Car Show	Municipal Park	Yes	Yes	Yes	\$	2,750
31	7pm-9pm	Music in the Park	Municipal Park	Yes				
August								
2	3pm-6pm	Roman James Foundation Fun Run 2025	Municipal Park	Yes	Yes	Yes	\$	-
2	6:30pm-11:30pm	Movies in the Moonlight	East Parking Deck	Yes	Yes	Yes	\$	-
9	6am-2pm	Detroit Congenital Heart Walk	Municipal Park	Yes	Yes	Yes	\$	-
10	5am-5pm	Rockin Rods	Walnut Street	Yes	Yes	Yes	\$	850
16	12pm-5pm	Music in the Park	Lions Park	Yes	Yes			
24	6am-4pm	Family Praise and Picnic in the Park	Municipal Park	Yes	Yes	Yes	\$	250
28	6pm-9pm	Music in the Park	Lions Park	Yes	Yes			
September								
5-7	10am-6pm	Art & Apples	Municipal Park	Yes	Yes			
27	8am-11am	Hometown Hustle	Downtown Rochester	No	No	No		
28	9:30am-12:30pm	Detroit POTS 5K	Municipal Park	Yes	Yes			
October								
5	8:30 am-11 am	Scare Away Hunger 5K & Family Fun Run	Municipal Park	Yes	Yes	Yes	\$	600
18	9 am-12:30 am	Making Strides Against Breast Cancer	Municipal Park	Yes	Yes	Yes	\$	360
November								
December								
7	2pm-4pm	Christmas Parade	Downtown Rochester					



City of Rochester

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

MEMORANDUM

DATE: April 8, 2025

TO: Mayor and City Council

FROM: Anthony Moggio, Finance Director & Treasurer

SUBJECT: Public Hearing for 2025 Bond Project for Community Center; Authorize Issuance of 2025 Capital Improvement Bonds

INTRODUCTION:

As part of the bond issuance process, we are at the step now to hold the public hearing at the April 14th, 2025 regular city council meeting and to consider adoption of the resolution authorizing issuance of the 2025 Capital Improvement Bond. Tom Colis & Andy Campbell will present on the current status, steps, and remaining timelines.

LEGAL:

Tom Colis provided the resolution for the 2025 Capital Improvement Bond and notes:

The resolution provides some highlights below:

1. Authorizes the issuance of a series of capital improvement bonds in the maximum amount of \$2,610,000.
2. Provides that the bonds are secured by the limited tax pledge of the City.
3. Provides that the bonds will be sold pursuant to a competitive sale and includes the form of notice of sale.
4. Provides for the award of the bonds by an authorized officer (City Manager or Finance Director/Treasurer) within the parameters set forth in the resolution.
5. Authorizes the authorized officers to make any adjustments to the final bond details, within the parameters set forth in the resolution.
6. States the City's covenant to maintain the tax-exempt status of the bonds and designates the bonds as "qualified tax exempt obligations."
7. Authorizes entering into a continuing disclosure undertaking in connection with the bonds.

ATTACHMENTS:

Public notice & resolution as drafted by bond counsel. Current timeline.

SUGGESTED COUNCIL ACTION:

Motion to approve adoption of the Resolution Authorizing 2025 Capital Improvement Bonds (Limited Tax General Obligation).

**RESOLUTION AUTHORIZING
2025 CAPITAL IMPROVEMENT BONDS
(LIMITED TAX GENERAL OBLIGATION)**

CITY OF ROCHESTER
County of Oakland, State of Michigan

Minutes of a regular meeting of the City Council of the City of Rochester, County of Oakland, State of Michigan (the “City”), held on April 14, 2025 at 7:00 p.m., prevailing Eastern Time.

PRESENT: Members: _____

ABSENT: Members: _____

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, the City does hereby determine that it is necessary to pay all or part of the costs of acquiring, constructing, and equipping capital improvements in the City, including (i) improvements to the Rochester Community House; (ii) construction of a skate park; (iii) improvements to the Clinton River trail, including replacing a portion of the trail, installing an embankment, replacing split rail fence and installing a steel pile and boulder wall along the Clinton River riverbed; and (iv) various road improvements throughout the City, together with all related site work, appurtenances and attachments thereto (the “Project”); and

WHEREAS, to finance the cost of the Project, the City Council deems it necessary to borrow the principal amount of not to exceed Two Million Six Hundred Ten Thousand Dollars (\$2,610,000) and issue capital improvement bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), to pay the cost of the Project; and

WHEREAS, a notice of intent to issue bonds was published in accordance with Act 34 which provides that the capital improvement bonds may be issued without a vote of the electors of the City unless a proper petition for an election on the question of the issuance of the bonds is filed with the City Clerk within a period of forty-five (45) days from the date of publication; and

WHEREAS, the forty-five day referendum period has expired and no petition was filed with the Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bonds; Bond Terms. Bonds of the City designated 2025 CAPITAL IMPROVEMENT BONDS (LIMITED TAX GENERAL OBLIGATION) (the

“Bonds”) are hereby authorized to be issued in the aggregate principal sum of not to exceed Two Million Six Hundred Ten Thousand Dollars (\$2,610,000) or such lesser amount as shall be determined by the City Manager or Finance Director/Treasurer (each, an “Authorized Officer”) at the time of sale of the Bonds, for the purpose of paying the costs of the Project and paying costs incidental to the issuance, sale and delivery of the Bonds. The issue shall consist of bonds in fully-registered form of the denomination of \$5,000 each, or integral multiples thereof not exceeding for each maturity the aggregate principal amount of such maturity, and numbered consecutively in order of registration, dated as of the date of delivery, or such other date as determined by an Authorized Officer, at the time of sale of the Bonds. The Bonds shall bear interest, mature and be payable at the times and in the manner set forth in Sections 6 and 7 hereof. The Bonds shall mature in not more than twenty (20) annual installments.

The Bonds shall bear interest at a rate or rates to be determined at the time of the sale thereof, but in any event not to exceed six percent (6%) per annum, payable on October 1, 2025 (or such date as determined at the time of the sale thereof) and semiannually thereafter. The Bonds shall be sold at public sale at a price not less than 99% of the principal amount thereof.

The Bonds shall be subject to redemption prior to maturity in the manner and at the times and prices set forth in Sections 6 and 7 hereof and if term bonds are selected by the original purchaser of the Bonds, then the Bonds will be subject to mandatory redemption in accordance with the foregoing referenced maturity schedule at par.

Interest shall be payable to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. Interest shall be payable to the registered owner of record as of the 15th day of the month preceding the payment date for each interest payment. The principal of the Bonds shall be payable at The Huntington National Bank, Grand Rapids, Michigan who is hereby selected to act as the transfer agent for the Bonds (the “Transfer Agent”).

2. Execution of Bonds; Book-Entry-Only Form. The Bonds of this issue shall be executed in the name of the City with the manual or facsimile signatures of the Mayor and the City Clerk and shall have the seal of the City, or a facsimile thereof, printed or impressed on the Bonds. No Bond executed by facsimile signature shall be valid until authenticated by an authorized officer or representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by the Transfer Agent to the purchaser or other person in accordance with instructions from the Treasurer upon payment of the purchase price for the Bonds in accordance with the bid therefor when accepted.

The Bonds may be issued in book-entry-only form through The Depository Trust Company in New York, New York (“DTC”), and each Authorized Officer is authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Bonds in book-entry-only form and to make such changes in the form of the Bonds within the parameters of this resolution as may be required to accomplish the foregoing.

3. Transfer of Bonds. The Transfer Agent shall keep the books of registration for this issue on behalf of the City. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner’s duly authorized attorney, upon

surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer.

Unless waived by any registered owner of Bonds to be redeemed, official notice of redemption shall be given by the Transfer Agent on behalf of the City. Such notice shall be dated and shall contain at a minimum the following information: original issue date; maturity dates; interest rates; CUSIP numbers, if any; certificate numbers (and in the case of partial redemption) the called amounts of each certificate; the place where the Bonds called for redemption are to be surrendered for payment; and that interest on the Bonds or portions thereof called for redemption shall cease to accrue from and after the redemption date.

In addition, further notice shall be given by the Transfer Agent in such manner as may be required or suggested by regulations or market practice at the applicable time, but no defect in such further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if notice thereof is given as prescribed herein.

4. Limited Tax Pledge; Debt Retirement Fund; Defeasance of Bonds. The City hereby pledges its limited tax full faith and credit for the prompt payment of the Bonds. The City shall, each year budget the amount of the debt service coming due in the next fiscal year on the principal of and interest on the Bonds and shall advance as a first budget obligation from its general funds available therefor, or, if necessary, levy taxes upon all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations, such sums as may be necessary to pay such debt service in such fiscal year.

The Treasurer is authorized and directed to open a separate fund or account, to be designated 2025 CAPITAL IMPROVEMENT BONDS DEBT RETIREMENT FUND (the "Debt Retirement Fund"), the moneys to be deposited into the Debt Retirement Fund to be specifically earmarked and used solely for the purpose of paying principal of and interest on the Bonds as they mature.

In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this resolution shall be defeased and the owners of the Bonds shall have no further rights under this resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

5. Construction Fund; Proceeds of Bond Sale. The Treasurer is authorized and directed to open a separate fund or account, to be designated 2025 CAPITAL IMPROVEMENT BONDS CONSTRUCTION FUND (the "Construction Fund"), and deposit into the Construction Fund the proceeds of the Bonds less accrued interest, if any, which shall be deposited into the Debt

Retirement Fund. The amounts specified by an Authorized Officer at the time of sale of the Bonds from the net proceeds of sale of the Bonds (including proceeds of the good faith deposit received at the time of sale, if any) shall be deposited to the appropriate account in the Construction Fund to be used to pay for the Project and the costs of issuance of the Bonds.

6. Bond Form. The Bonds shall be in substantially the following form:

[Form of Bond]

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF OAKLAND

CITY OF ROCHESTER

2025 CAPITAL IMPROVEMENT BOND
(LIMITED TAX GENERAL OBLIGATION)

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
	October 1, _____	_____, 2025	

Registered Owner:

Principal Amount: _____ Dollars

The City of Rochester, County of Oakland, State of Michigan (the “City”), acknowledges itself to owe and for value received hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon (computed on the basis of a 360-day year consisting of twelve 30-day months) from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on October 1, 2025 and semiannually thereafter. Principal of this bond is payable at the designated corporate trust office of The Huntington National Bank, Grand Rapids, Michigan or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner not less than sixty (60) days prior to any interest payment date (the “Transfer Agent”). Interest on this bond is payable to the registered owner of record as of the fifteenth (15th) day of the month preceding the interest payment date as shown on the registration books of the City kept by the Transfer Agent by check or draft mailed to the registered owner of record at the registered address. For prompt payment of this bond, both principal and interest, the full faith, credit and resources of the City are hereby irrevocably pledged.

This bond is one of a series of bonds of even Date of Original Issue aggregating the principal sum of \$_____, issued for the purpose of paying the costs of certain capital

improvements for the City. This bond is issued under the provisions of Act 34, Public Acts of Michigan, 2001, as amended, and a duly adopted resolution of the City.

Bonds of this issue maturing in the years 2025 to 2032, inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds of this issue in multiples of \$5,000 maturing in the year 2033 and thereafter shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after October 1, 2032, at par and accrued interest to the date fixed for redemption.

[Insert Term Bond redemption provisions, if necessary.]

In case less than the full amount of an outstanding bond is called for redemption, the Transfer Agent, upon presentation of the bond called in part for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption provided funds are on hand with the Transfer Agent to redeem the bond or portion thereof.

This bond is transferable only upon the registration books of the City kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing, and thereupon a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the resolution authorizing this bond and upon the payment of the charges, if any, therein prescribed.

This bond, including the interest thereon, is payable as a first budget obligation from the general funds of the City, and the City is required, if necessary, to levy ad valorem taxes on all taxable property in the City for the payment thereof, subject to applicable constitutional, statutory and charter tax rate limitations.

It is hereby certified and recited that all acts, conditions and things required by law to be done, precedent to and in the issuance of this bond and the series of bonds of which this is one, exist and have been done and performed in regular and due form and time as required by law, and that the total indebtedness of the City, including this bond and the series of bonds of which this is one, does not exceed any constitutional, statutory or charter debt limitation.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the City of Rochester, by its City Council, has caused this bond to be signed in the name of the City by the facsimile signatures of its Mayor and City Clerk and a facsimile of its corporate seal to be printed hereon, all as of the Date of Original Issue.

CITY OF ROCHESTER
County of Oakland
State of Michigan

By: _____
Its: Mayor

By: _____
Its: City Clerk

(Form of Transfer Agent's Certificate of Authentication)

DATE OF AUTHENTICATION:

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within-mentioned resolution.

The Huntington National Bank
Grand Rapids, Michigan
Transfer Agent

By: _____
Authorized Signature

[Insert form of assignment]

[End of Bond Form]

7. Notice of Sale. Each Authorized Officer is individually authorized to fix a date for sale of the Bonds and to cause to be published a notice of sale for the Bonds in *The Bond Buyer*, New York, New York, which notice of sale shall be in substantially the following form, with such completions and revisions within the parameters established by this resolution as may be deemed necessary or appropriate by an Authorized Officer in consultation with the City’s bond counsel and municipal advisor:

OFFICIAL NOTICE OF SALE
 \$2,610,000*
 CITY OF ROCHESTER
 COUNTY OF OAKLAND, STATE OF MICHIGAN

2025 CAPITAL IMPROVEMENT BONDS
 (LIMITED TAX GENERAL OBLIGATION)
**Subject to adjustment as set forth in this Notice of Sale*

Bids for the purchase of the above bonds will be received in the manner described in this Notice of Sale on _____, 2025 until _____.m., prevailing Eastern Time, at which time and place the bids will be read. The award or rejection of the bids will occur on that date.

ELECTRONIC BIDS: Bidders may submit bids for the purchase of the above bonds as follows:

Electronic bids may be submitted to the office of Bendzinski & Co. Municipal Finance Advisors at info@bendzinski.com; provided that electronic bids must arrive before the time of sale.

Electronic bids will also be received on the same date and until the same time by Bidcomp/Parity as agent of the undersigned. Further information about Bidcomp/Parity, including any fee charged, may be obtained from Bidcomp/Parity, Anthony Leyden or CLIENT SERVICES, 1359 Broadway, Second Floor, New York, New York 10018, (212) 849-5021. IF ANY PROVISION OF THIS OFFICIAL NOTICE OF SALE SHALL CONFLICT WITH INFORMATION PROVIDED BY BIDCOMP/PARITY, AS THE APPROVED PROVIDER OF ELECTRONIC BIDDING SERVICES, THIS OFFICIAL NOTICE OF SALE SHALL CONTROL.

Bidders may choose any means to present bids but a bidder may not present a bid by more than one means. Each bidder bears all risks associated with the submission, transmission and delivery of its bid.

BOND DETAILS: The bonds will be registered bonds of the denomination of \$5,000 or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, originally dated as of the date of initial delivery, numbered in order of registration, and will bear interest from their date payable on October 1, 2025 and semiannually thereafter.

The bonds will mature on the 1st day of October in each of the years as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2025	\$90,000	2035	\$130,000

2026	90,000	2036	135,000
2027	95,000	2037	140,000
2028	100,000	2038	145,000
2029	105,000	2039	150,000
2030	105,000	2040	160,000
2031	110,000	2041	165,000
2032	115,000	2042	170,000
2033	120,000	2043	175,000
2034	125,000	2044	185,000

*ADJUSTMENT OF TOTAL PAR AMOUNT OF BONDS AND PRINCIPAL MATURITIES: The City reserves the right to increase or decrease the aggregate principal amount of the bonds after receipt of the bids and prior to final award, if necessary, so that the purchase price of the bonds will provide an amount determined by the City to be sufficient to construct the Project and to pay costs of issuance of the bonds. The adjustments, if necessary, will be in increments of \$5,000. The purchase price will be adjusted proportionately to the increase or decrease in issue size, but the interest rates specified by the successful bidder for all maturities will not change. The successful bidder may not withdraw its bid as a result of any changes made within these limits.

*ADJUSTMENT TO PURCHASE PRICE: Should any adjustment to the aggregate principal amount of the bonds be made by the City, the purchase price of the bonds will be adjusted by the City proportionally to the adjustment in principal amount of the bonds. The adjusted purchase price will reflect changes in the dollar amount of the underwriter's discount and original issue discount/premium, if any, but will not change the per-bond underwriter's discount as calculated from the bid and initial reoffering prices.

INTEREST RATE AND BIDDING DETAILS: The bonds shall bear interest at a rate or rates not exceeding 6% per annum, to be fixed by the bids therefor, expressed in any fraction of 1%. The interest on any one bond shall be at one rate only and all bonds maturing in any one year must carry the same interest rate. No proposal for the purchase of less than all of the bonds or at a price that is less than 99% of their par value will be considered.

PRIOR REDEMPTION OF BONDS: Bonds maturing in the years 2025 to 2032 inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds in multiples of \$5,000 maturing in the year 2033 and thereafter shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after October 1, 2032, at par and accrued interest to the date fixed for redemption.

In case less than the full amount of an outstanding bond is called for redemption, the transfer agent, upon presentation of the bond called for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption provided

funds are on hand with the transfer agent to redeem the bond or portion thereof.

TERM BOND OPTION: The initial purchaser of the bonds may designate any one or more maturities from October 1, 2025 through the final maturity as term bonds and the consecutive maturities on or after the year 2025 which shall be aggregated in the term bonds. The amounts of the maturities which are aggregated in a designated term bond shall be subject to mandatory redemption on October 1 of the years and in the amounts set forth in the above maturity schedule at a redemption price of par, plus accrued interest to the date of mandatory redemption. Term bonds or portions thereof mandatorily redeemed shall be selected by lot. Any such designation must be made at the time bids are submitted and must be listed on the bid.

BOOK-ENTRY OPTION: Upon the request of the successful bidder, the bonds will be issued in book-entry only form as one fully registered bond per maturity and will be registered in the name of Cede & Co., as bondholder and nominee for The Depository Trust Company (“DTC”), New York, New York. DTC will act as securities depository for the bonds. In the event of registration with DTC, the purchaser will not receive certificates representing their interest in bonds purchased. The book-entry-only system is described further in the preliminary Official Statement for the Bonds. It will be the responsibility of the purchaser to obtain DTC eligibility. Failure of the purchaser to obtain DTC eligibility shall not constitute cause for a failure or refusal by the purchaser to accept delivery of and pay for the bonds. In the alternative, the successful bidder may request bond certificates to be delivered to the purchaser as one fully registered bond per maturity.

TRANSFER AGENT AND REGISTRATION: Principal shall be payable at the designated corporate trust office of The Huntington National Bank, Grand Rapids, Michigan, or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner of record not less than 60 days prior to an interest payment date. Interest shall be paid by check mailed to the registered owner of record as shown on the registration books of the City as of the 15th day prior to an interest payment date. The bonds will be transferred only upon the registration books of the City kept by the transfer agent.

PURPOSE AND SECURITY: The bonds are authorized for the purpose of paying the cost of acquiring and constructing various capital improvements for the City. The bonds will be a first budget obligation of the City, payable from the general funds of the City including the collection of ad valorem taxes on all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations. The rights or remedies of bondholders may be affected by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors’ rights generally now existing or hereafter enacted and by the application of general principles of equity including those relating to equitable subordination.

AWARD OF BONDS – TRUE INTEREST COST: The bonds will be awarded to the bidder whose bid produces the lowest true interest cost determined in the following manner: the lowest true interest cost will be the single interest rate (compounded on October 1, 2025 and semi-annually thereafter) necessary to discount the debt service payments from their respective payment date to the closing date, in an amount equal to the price bid, excluding accrued interest. Each bidder shall state in its bid the true interest cost to the City, computed in the manner specified above.

TAX MATTERS: In the opinion of Miller, Canfield, Paddock and Stone, P.L.C., bond

counsel, under existing law, assuming compliance with certain covenants, interest on the bonds is excludable from gross income for federal income tax purposes as described in the opinion, and the bonds and interest thereon are exempt from all taxation by the State of Michigan or any taxing authority within the State of Michigan except estate taxes and taxes on gains realized from the sale, payment or other disposition thereof.

“QUALIFIED TAX-EXEMPT OBLIGATIONS”: The City has designated the bonds as “qualified tax-exempt obligations” for purposes of the deduction of interest expense by financial institutions pursuant to the Internal Revenue Code of 1986, as amended.

ISSUE PRICE: The winning bidder shall assist the City in establishing the issue price of the bonds and shall execute and deliver to the City at closing an “issue price” or similar certificate setting forth the reasonably expected initial offering price to the public or the sales price or prices of the bonds, together with the supporting pricing wires or equivalent communications, substantially in the form attached either as Appendix H-1 or Appendix H-2 to the Preliminary Official Statement for the bonds, with such modifications as may be appropriate or necessary, in the reasonable judgment of the winning bidder, the City and bond counsel.

The City intends that the provisions of Treasury Regulation Section 1.148-1(f)(3)(i) (defining “competitive sale” for purposes of establishing the issue price of the bonds) will apply to the initial sale of the bonds (the “Competitive Sale Requirements”) because:

- a. the City is disseminating this Notice of Sale to potential underwriters in a manner that is reasonably designed to reach potential underwriters;
- b. all bidders shall have an equal opportunity to bid;
- c. the City anticipates receiving bids from at least three underwriters of municipal bonds who have established industry reputations for underwriting new issuances of municipal bonds; and
- d. the City anticipates awarding the sale of the bonds to the bidder who submits a firm offer to purchase the bonds at the lowest true interest cost, as set forth in this Notice of Sale.

Any bid submitted pursuant to this Notice of Sale shall be considered a firm offer for the purchase of the bonds, as specified in the bid.

In the event that all of the Competitive Sale Requirements are not satisfied, the City shall so advise the winning bidder. The City will not require bidders to comply with the “hold-the-offering price rule” (as described below), and therefore does not intend to use the initial offering price to the public as of the sale date of any maturity of the bonds as the issue price of that maturity, though the winning bidder, in consultation with the City, may elect to apply the “hold-the-offering price rule.” Bids will not be subject to cancellation in the event the Competitive Sale Requirements are not satisfied. Unless a bidder intends to apply the “hold-the-offering price rule” (as described below), bidders should prepare their bids on the assumption that all of the maturities of the bonds will be subject to the 10% Test (as described below). The winning bidder must notify the City of

its intention to apply either the “hold-the-offering-price rule” or the 10% Test at or prior to the time the bonds are awarded.

If the winning bidder does not request that the “hold-the-offering price rule” apply to determine the issue price of the bonds, then the following two paragraphs shall apply:

- a. The City shall treat the first price at which 10% of a maturity of the bonds (the “10% Test”) is sold to the public as the issue price of that maturity, applied on a maturity-by-maturity basis. The winning bidder shall advise the City if any maturity of the Bonds satisfies the 10% Test as of the date and time of the award of the bonds; and
- b. Until the 10% Test has been satisfied as to each maturity of the bonds, the winning bidder agrees to promptly report to the City the prices at which the unsold bonds of that maturity have been sold to the public. That reporting obligation shall continue, whether or not the closing date has occurred, until either (i) all bonds of that maturity have been sold or (ii) the 10% Test has been satisfied as to the bonds of that maturity, provided that, the winning bidder’s reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the City or bond counsel.

If the winning bidder does request that the “hold-the-offering price rule” apply to determine the issue price of the bonds, then following three paragraphs shall apply:

- a. The winning bidder, in consultation with the City, may determine to treat (i) pursuant to the 10% Test, the first price at which 10% of a maturity of the bonds is sold to the public as the issue price of that maturity and/or (ii) the initial offering price to the public as of the sale date of any maturity of the bonds as the issue price of that maturity (the “hold-the-offering price rule”), in each case applied on a maturity-by-maturity basis. The winning bidder shall advise the City if any maturity of the bonds satisfies the 10% Test as of the date and time of the award of the bonds. The winning bidder shall promptly advise the City, at or before the time of award of the bonds, which maturities of the bonds shall be subject to the 10% Test or shall be subject to the hold-the-offering price rule or both.
- b. By submitting a bid, the winning bidder shall (i) confirm that the underwriters have offered or will offer the bonds to the public on or before the date of the award at the offering price or prices (the “initial offering price”), or at the corresponding yield or yields, set forth in the bid submitted by the winning bidder, and (ii) if the hold-the-offering-price rule applies, agree, on behalf of the underwriters participating in the purchase of the bonds, that the underwriters will neither offer nor sell unsold bonds of any maturity to which the hold-the-offering-price rule shall apply to any person at a price that is higher than the initial offering price to the public during the period starting on the sale date and ending on the earlier of the following:
 - a. the close of the fifth (5th) business day after the sale date; or
 - b. the date on which the underwriters have sold at least 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public;

The winning bidder shall promptly advise the City when the underwriters have sold 10% of that maturity of the bonds to the public at a price that is no higher than the initial offering price to the public, if that occurs prior to the close of the fifth (5th) business day after the sale date.

- c. The City acknowledges that, in making the representation set forth above, the winning bidder will rely on (i) the agreement of each underwriter to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in an agreement among underwriters and the related pricing wires, (ii) in the event a selling group has been created in connection with the initial sale of the bonds to the public, the agreement of each dealer who is a member of the selling group to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in a selling group agreement and the related pricing wires, and (iii) in the event that an underwriter or dealer who is a member of the selling group is a party to a third-party distribution agreement that was employed in connection with the initial sale of the bonds to the public, the agreement of each broker-dealer that is a party to such agreement to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, as set forth in the third-party distribution agreement and the related pricing wires. The City further acknowledges that each underwriter shall be solely liable for its failure to comply with its agreement regarding the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds, and that no underwriter shall be liable for the failure of any other underwriter, or of any dealer who is a member of a selling group, or of any broker-dealer that is a party to a third-party distribution agreement to comply with its corresponding agreement to comply with the requirements for establishing issue price of the bonds, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the bonds.

By submitting a bid, each bidder confirms that:

- a. any agreement among underwriters, any selling group agreement and each third-party distribution agreement (to which the bidder is a party) relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such third-party distribution agreement, as applicable, (A)(i) to report the prices at which it sells to the public the unsold bonds of each maturity allocated to it, whether or not the closing date has occurred, until either all bonds of that maturity allocated to it have been sold or it is notified by the winning bidder that the 10% Test has been satisfied as to the bonds of that maturity, provided that, the reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the winning bidder, and (ii) to comply with the hold-the-offering-price rule, if applicable, if and for so long as directed by the winning bidder and as set forth in the related pricing wires, (B) to promptly notify the winning bidder of any sales of bonds that, to its knowledge, are made to a purchaser who is a

- related party to an underwriter participating in the initial sale of the bonds to the public (each such term being used as defined below), and (C) to acknowledge that, unless otherwise advised by the underwriter, dealer or broker-dealer, the winning bidder shall assume that each order submitted by the underwriter, dealer or broker-dealer is a sale to the public.
- b. any agreement among underwriters or selling group agreement relating to the initial sale of the bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter or dealer that is a party to a third-party distribution agreement to be employed in connection with the initial sale of the bonds to the public to require each broker-dealer that is a party to such third-party distribution agreement to (i) report the prices at which it sells to the public the unsold bonds of each maturity allocated to it, whether or not the closing date has occurred, until either all bonds of that maturity allocated to it have been sold or it is notified by the winning bidder or such underwriter that the 10% Test has been satisfied as to the bonds of that maturity, provided that, the reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the winning bidder or such underwriter, and (ii) comply with the hold-the-offering-price rule, if applicable, if and for so long as directed by the winning bidder or the underwriter and as set forth in the related pricing wires.
 - c. sales of any bonds to any person that is a related party to an underwriter shall not constitute sales to the public for purposes of this Notice of Sale.

Further, for purposes of this Notice of Sale:

- a. “public” means any person other than an underwriter or a related party;
- b. “underwriter” means (A) any person that agrees pursuant to a written contract with the City (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the bonds to the public and (B) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (A) to participate in the initial sale of the bonds to the public (including a member of a selling group or a party to a third-party distribution agreement participating in the initial sale of the bonds to the public);
- c. a purchaser of any of the bonds is a “related party” to an underwriter if the underwriter and the purchaser are subject, directly or indirectly, to (i) more than 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other); and

- d. “sale date” means the date that the bonds are awarded by the City to the winning bidder.

LEGAL OPINION: Bids shall be conditioned upon the approving opinion of Miller, Canfield, Paddock and Stone, P.L.C., attorneys of Detroit, Michigan, a copy of which opinion will be furnished without expense to the purchaser of the bonds at the delivery thereof. The fees of Miller, Canfield, Paddock and Stone, P.L.C. for services rendered in connection with such approving opinion are expected to be paid from bond proceeds. Except to the extent necessary to issue its approving opinion as to validity of the above bonds, Miller, Canfield, Paddock and Stone, P.L.C. has not been requested to examine or review and has not examined or reviewed any financial documents, statements or materials that have been or may be furnished in connection with the authorization, issuance or marketing of the bonds, and accordingly will not express any opinion with respect to the accuracy or completeness of any such financial documents, statements or materials. In submitting a bid for the bonds, the bidder agrees to the representation of the City by Miller, Canfield, Paddock and Stone, P.L.C., as bond counsel.

DELIVERY OF BONDS: The City will furnish bonds ready for execution at its expense. Bonds will be delivered without expense to the purchaser through DTC in New York, New York, or such other place to be agreed upon. The usual closing documents, including a certificate that no litigation is pending affecting the issuance of the bonds, will be delivered at the time of delivery of the bonds. If the bonds are not tendered for delivery by twelve o’clock noon, prevailing Eastern Time, on the 45th day following the date of sale, or the first business day thereafter if the 45th day is not a business day, the successful bidder may on that day, or any time thereafter until delivery of the bonds, withdraw its proposal by serving notice of cancellation, in writing, on the undersigned in which event the City shall promptly return the good faith deposit, if any. Payment for the bonds shall be made in Federal Reserve Funds.

CUSIP NUMBERS: It is anticipated that CUSIP identification numbers will be printed on the bonds, but neither the failure to print such numbers on any bonds nor any error with respect thereto shall constitute cause for a failure or refusal by the purchaser thereof to accept delivery of and pay for the bonds in accordance with terms of the purchase contract. All expenses in relation to the printing of CUSIP numbers on the bonds shall be paid for by the City; provided, however, that the CUSIP Service Bureau charge for the assignment of such numbers shall be the responsibility of and shall be paid for by the purchaser.

OFFICIAL STATEMENT: An electronic copy of the preliminary Official Statement that the City deems to be final as of its date, except for the omission of information permitted to be omitted by Rule 15c2-12 of the Securities and Exchange Commission, has been prepared and may be obtained from Bendzinski & Co. Municipal Finance Advisors, financial advisors to the City, at the email address and telephone listed under REGISTERED MUNICIPAL ADVISORS below. Bendzinski & Co. Municipal Finance Advisors will provide the winning bidder with an electronic copy of the final Official Statement within 7 business days from the date of sale to permit the purchaser to comply with Securities and Exchange Commission Rule 15c2-12. Copies of the Official Statement will be supplied by Bendzinski & Co. Municipal Finance Advisors, upon request and agreement by the purchaser to pay the cost of the copies. Requests for copies should be made to Bendzinski & Co. Municipal Finance Advisors within 24 hours of the time of sale.

BOND INSURANCE AT PURCHASER’S OPTION: If the bonds qualify for issuance of

any policy of municipal bond insurance or commitment therefor at the option of the bidder/purchaser, the purchase of any such insurance policy or the issuance of any such commitment shall be at the option and expense of the purchaser of the bonds. Any and all increased costs of issuance of the bonds resulting from such purchase of insurance shall be paid by the purchaser, except that if the City has requested and received a rating on the bonds from a rating agency, the City shall pay the fee for the requested rating. Any other rating agency fees shall be the responsibility of the purchaser. FAILURE OF THE MUNICIPAL BOND INSURER TO ISSUE THE POLICY AFTER THE BONDS HAVE BEEN AWARDED TO THE PURCHASER SHALL NOT CONSTITUTE CAUSE FOR FAILURE OR REFUSAL BY THE PURCHASER TO ACCEPT DELIVERY OF THE BONDS FROM THE CITY.

CONTINUING DISCLOSURE: As described more fully in the Official Statement, the City has agreed to provide or cause to be provided, in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, on or prior to the sixth month after the end of each fiscal year commencing with the fiscal year ending June 30, 2025, (i) certain annual financial information and operating data, including audited financial statements for the preceding fiscal year, generally consistent with the information contained or cross-referenced in the Official Statement relating to the bonds, (ii) timely notice of the occurrence of certain material events with respect to the bonds and (iii) timely notice of a failure by the City to provide the required annual financial information on or before the date specified in (i) above.

REGISTERED MUNICIPAL ADVISORS: Bendzinski & Co. Municipal Finance Advisors, Okemos, MI (the “Municipal Advisor”) is a Registered Municipal Advisor in accordance with the rules of the Municipal Securities Rulemaking Board (“MSRB”). The Municipal Advisor has been retained by the City to provide certain financial advisory services relating to the planning, structuring and issuance of the bonds. The Municipal Advisor is not engaged in the business of underwriting, trading, marketing or the distribution of securities or any other negotiable instruments. The Municipal Advisor’s duties, responsibilities and fees arise solely as a Registered Municipal Advisor to the City and it has no secondary obligation or other responsibility.

Further information relating to the bonds may be obtained from Bendzinski & Co. Municipal Finance Advisors, 2390 Woodlake Drive, Suite 300, Okemos, MI 48864. Telephone (517) 580-0277.

BIDDER CERTIFICATION: NOT “IRAN-LINKED BUSINESS”: By submitting a bid, the bidder shall be deemed to have certified that it is not an “Iran-Linked Business” as defined in Act 517 Michigan Public Acts of 2012, being MCL 129.311 et. seq.

THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.

Lee Ann O’Connor
City Clerk

[End of Notice of Sale]

8. Useful Life of Project. The estimated period of usefulness of the Project is hereby declared to be not less than twenty (20) years.

9. Tax Covenant; Qualified Tax Exempt Obligations. The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"), including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditures and investment of Bond proceeds and moneys deemed to be Bond proceeds, and to prevent the Bonds from being or becoming "private activity bonds" as that term is used in Section 141 of the Code. The City hereby designates the Bonds as "qualified tax exempt obligations" for purposes of deduction of interest expense by financial institutions pursuant to the Code.

10. Official Statement; Qualification for Insurance; Ratings. Each Authorized Officer is individually authorized and directed to: (a) cause the preparation and circulation of a Preliminary Official Statement with respect to the Bonds and to deem the Preliminary Official Statement "final" for purposes of Rule 15c2-12 of the U.S. Securities and Exchange Commission, and to approve circulation of a final Official Statement with respect to the Bonds; (b) solicit bids for and approve the purchase of a municipal bond insurance policy for the Bonds if deemed economically advantageous to the City based on the advice of the City's municipal advisor; and (c) apply for ratings on the Bonds.

11. Continuing Disclosure. The City agrees to enter into a continuing disclosure undertaking for the benefit of the holders and beneficial owners of the Bonds in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, and each Authorized Officer is hereby authorized to execute such undertaking prior to delivery of the Bonds.

12. Authorization of Other Actions. Each Authorized Officer is hereby individually authorized to adjust the final Bond details set forth herein to the extent necessary or convenient to complete the transaction authorized herein, and in pursuance of the foregoing are authorized to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, including but not limited to, determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, series designation, the place of delivery and payment, and other matters within the parameters described in this resolution. Each Authorized Officer is hereby authorized and directed to take all other actions necessary or advisable, and to make such other filings with any parties, including the Michigan Department of Treasury, to enable the sale and delivery of the Bonds as contemplated herein.

13. Award of Sale of Bonds. Each Authorized Officer is hereby individually authorized on behalf of the City, without further authorization or approval of this City Council, to award the sale of the Bonds pursuant to a sale order to the bidder whose bid meets the requirements of law and which produces the lowest true interest cost to the City computed in accordance with the terms of the Official Notice of Sale as published.

14. TEFRA Approval. For purposes of Section 147(f) of the Internal Revenue Code of

1986, as amended, the City hereby approves the issuance of a portion of the Bonds in an aggregate principal amount not to exceed \$1,000,000, for purpose of financing the costs set forth in the public notice posted to the City’s website on March 14, 2025.

15. Bond Counsel. Miller, Canfield, Paddock and Stone, P.L.C. is approved as bond counsel for the Bonds, notwithstanding periodic representation in unrelated matters of parties or potential parties to the transaction contemplated by this resolution.

16. Financial Advisor. Bendzinski & Co. Municipal Finance Advisors is approved as the financial advisor to the City in connection with the issuance of the Bonds.

17. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED.

Lee Ann O’Connor
City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Rochester, County of Oakland, State of Michigan, at a regular meeting held on April 14, 2025, and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Lee Ann O’Connor
City Clerk



NOTICE OF PUBLIC HEARING OF THE CITY OF ROCHESTER REGARDING THE PROPOSED ISSUANCE BY THE CITY OF ROCHESTER OF TAX-EXEMPT BONDS

The City of Rochester, County of Oakland, State of Michigan (the “Issuer”), will hold a public hearing at 7:00 p.m., Eastern Time, on Monday, April 14, 2025 at Rochester City Hall in City Council Chambers, 400 Sixth Street, Rochester, Michigan 48307 in connection with the proposed issuance by the Issuer of tax-exempt bonds (the “Bonds”). A portion of the proceeds of the Bonds, in an amount not to exceed One Million Dollars (\$1,000,000), will be used by the Issuer to finance all or a portion of the costs of renovation, construction, furnishing and equipping of improvements to the Rochester Community House (the “Project”), located at 816 Ludlow Ave, Rochester, Michigan 48307. Additional proceeds of the Bonds may be used to pay costs of issuance of the Bonds.

The Project will be owned by the Issuer, but will be operated, used and leased by Rochester Community House, Inc. (the “Lessee”), a Michigan nonprofit corporation qualified under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”). The principal users of the Project will be the Issuer and the Lessee, pursuant to their exempt purposes. The Project is expected to be operated by the Lessee. Certain affiliates of the Lessee, as well as other organizations qualified under Section 501(c)(3) of the Code, may also use or lease portions of the Project from time to time pursuant to their exempt purposes.

The public hearing with respect to which this notice is given will provide a reasonable opportunity for expression of opinion, argument on the merits and introduction of documentary evidence pertaining to the proposed issuance of the Bonds. Written comments will be accepted by the undersigned at 400 Sixth Street, Rochester, Michigan 48307, but must be received on or before the time and date of the hearing.

Lee Ann O'Connor
City Clerk
City of Rochester

Dated: March __, 2025

101

Published: 03/20/2025 Rochester Post

0475-2512



February 21, 2025

To: City of Rochester’s Working Group

RE: City of Rochester, County of Oakland, State of Michigan
2025 Capital Improvement Bonds (LTGO)

Date	Activity/Event	Participants
12/06	Preliminary Official Statement (POS) Information request sent to the City.	RMA/CITY
01/13	Notice of Intent (NOI) is adopted at the regular council meeting.	BC/CITY
01/23	NOI is published in local newspaper and the Right of Referendum period begins.	CITY
01/30	Distribute initial draft of the POS sent to working group for review and comments.	RMA
02/04	Request rating from Standard and Poor’s (S&P).	RMA
02/13	Comments are due on the POS from working group.	BC/CITY
02/17	Send Bond Specifications to Miller Canfield.	RMA/BC
02/24	Rating call with S&P.	RMA/CITY
03/03	Due Diligence call.	RMA/BC/CITY
03/07	Rating received from S&P.	RMA/BC/CITY
03/10	Right of Referendum period expires.	CITY
03/10	City council sets public hearing for community house project (04/14 meeting)	CITY
03/11	Final draft of POS sent to working group for final review, comments, and sign off.	RMA
03/20	Comments are due on the POS from working group.	BC/CITY
04/14	City council holds public hearing for community house project at regular council meeting.	CITY
04/14	Bond Authorizing Resolution adopted at a regular council meeting.	CITY/BC

2390 Woodlake Drive • Suite 300 • Okemos, Michigan 48864
(517) 580-0277
E-mail • acampbell@bendzinski.com

04/17	POS distributed to the market by the printer.	RMA
04/17	Notice of Sale is published by Miller Canfield in the Bond Buyer.	BC
04/29	Bond Sale.	RMA/BC/CITY
05/06	Final Official Statement distributed to the market by the printer.	RMA
05/13	Closing letter sent to the working group.	RMA
05/20	Bond Closing with funds deposited into the City's account.	RMA/BC/CITY/TA

Legend

CITY = City of Rochester

RMA = Registered Municipal Advisor, *Bendzinski & Co., Municipal Finance Advisors*

BC = Bond Counsel, *Miller, Canfield, Paddock and Stone, P.L.C.*

TA = Transfer Agent, *The Huntington National Bank*



City of Rochester

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

MEMORANDUM

Date: March 31, 2025
To: Nik Banda, City Manager
From: Marcy Moriwaki, Deputy Finance Director/Deputy Treasurer
Subject: Resolution for the Approved Principal Shopping District, PSD 2025-01

Issue: At its last meeting, the Rochester City Council held a public hearing, constituting the required Hearing of Necessity, and approved the renewal of the Special Assessment District for the Principal Shopping District (PSD), including the structure of a two-year assessment per parcel. The assessment is identified as Special Assessment District Roll PSD 2025-01. The assessment figures were provided to each property owner with their notice of the public hearing.

The special assessment district encompasses properties within the Downtown Development Authority boundaries currently identified as part of the Principal Shopping District. The assessments are based on the square footage of buildings on properties within the current Principal Shopping District boundaries as proposed. Specifically identified properties are listed by Sidwell numbers listed on the notice and assessment roll.

Requested Action:

City administration respectfully requests that the City Council adopt the resolution confirming Special Assessment Roll PSD 2025-01 for the Principal Shopping District, thereby placing the finalized two-year assessments per parcel into the official record.

Attached: Approved Special Assessment (SAD) PSD 2025-01 Roll and PSD Map.

RESOLUTION
P.S.D. SPECIAL ASSESSMENT 2025-01

WHEREAS, the Council for the City of Rochester has the power to make special assessments for a special assessment district pursuant to Section 46.1, Chapter 46 of the Code of the City of Rochester, and Chapter XI of the City Charter; and

WHEREAS, Public Act No. 260 of 1984 provides for the creation of a Principal Shopping District (PSD) and the cost of the whole or any part of a redevelopment project as authorized in the act may be financed by the levy of special assessments; and

WHEREAS, pursuant to the action by the Principal Shopping District Board of Directors, the City has caused to be prepared a budget and estimate of costs, based on information provided by the Principal Shopping District, and has made its report in connection therewith as to the proposed expenses to operate the PSD. The cost associated with this Special Assessment District shall be paid by the District.

WHEREAS, the City Council has considered all the data submitted by the City for said Principal Shopping District expenses.

NOW, THEREFORE BE IT RESOLVED, as follows:

1. That the operations of the PSD shall be the basis for the assessment, more specifically identified as the following: the public awareness program, promotions, marketing, special events and maintenance.
2. Categories and rates per square foot will be levied based on the Principal Shopping District map and roll, attachment A and B.
3. That the budget pertaining to the special assessment district shall be approved by the PSD Board of Directors and City Council and shall be placed on file with the City Clerk on or about March 12, 2025, to be made available to all interested parties.
4. That the total estimated cost for the operation of the activities as reflected in the above referenced paragraphs is hereby determined to be as shown below, which is hereby determined to be the revenue based on the square footage of space according to the formula shown in the attachments.

July 1, 2025 through June 30, 2026	\$ <u>970,110</u>
July 1, 2026 through June 30, 2027	\$ <u>1,000,876</u>

5. That a Special Assessment District is hereby established upon which the Special Assessment shall be levied, to wit:

Square footage of buildings on properties within the current PSD boundaries according to the formula shown in the attachments.

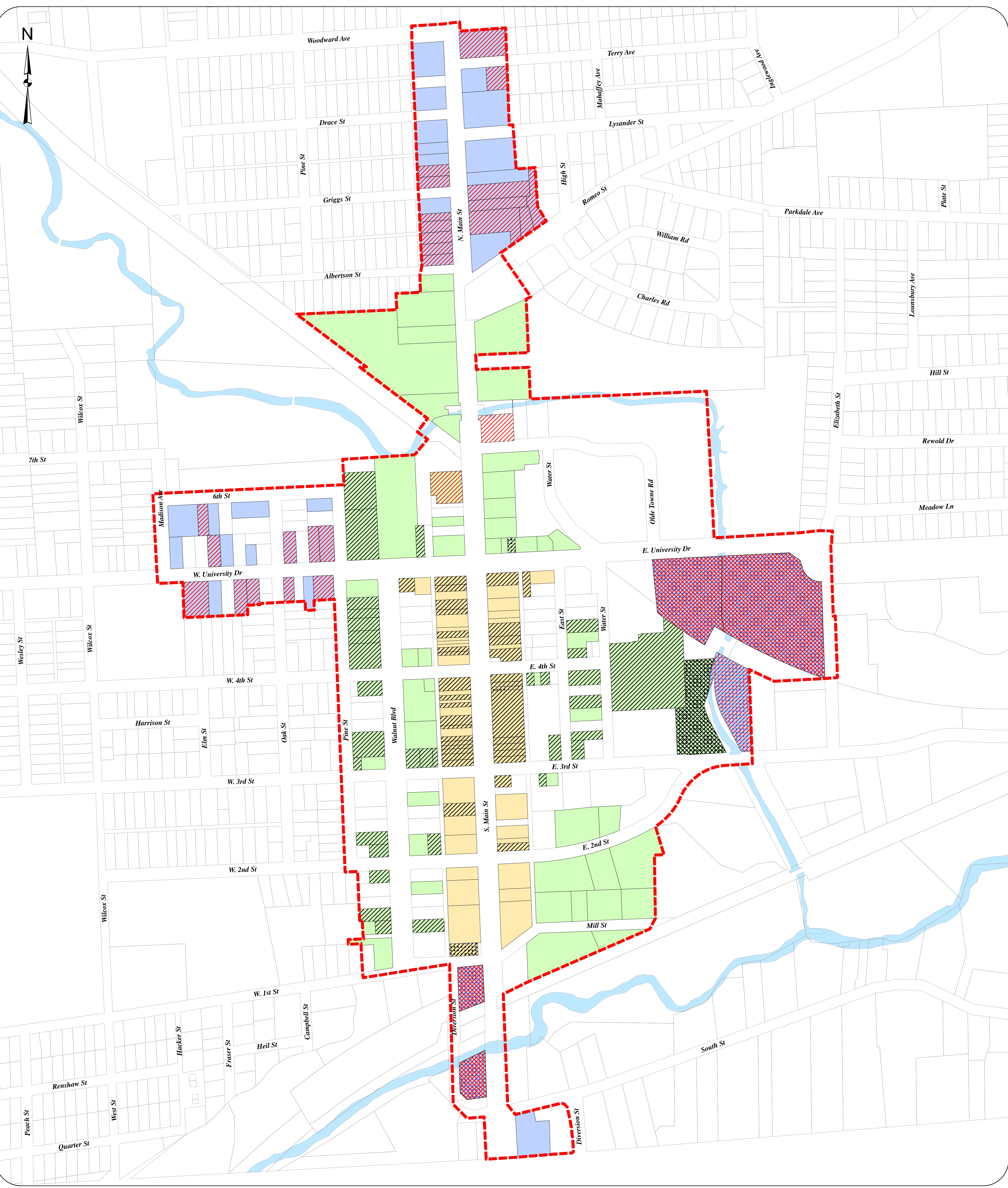
6. That the City Assessor has prepared a Special Assessment Roll in accordance with the information herein set forth.
7. That this Special Assessment shall be as shown below, based upon the square footage of buildings in each category stated in the attachments unless the square footage of the building(s) is either increased or decreased or if a building(s) is constructed on a vacant parcel(s).

July 1, 2025 through June 30, 2026	<u>\$408,055</u>
July 1, 2026 through June 30, 2027	<u>\$408,055</u>

8. That the Special Assessment shall be due and payable on July 1st of each year. Said Special Assessment shall have an annual interest at the rate of three percent (3%) per annum, provided no interest shall be charged if the assessment is paid by July 31st each year. Any Special Assessment which remains unpaid after July 31st shall be subject to interest of one-half (1/2) of one percent (1%) per month. Any assessment not paid by March 31st shall be transferred to the tax roll with interest beginning April 1st of such year, and an additional penalty of four percent (4%) of such amount to be collected pursuant to Chapter 46 of the City Code.
9. That the public hearing was held by City Council on Monday, March 24, 2025, in the Council Chambers at 400 Sixth Street, Rochester, Michigan at which time and place all parties interested in said Special Assessment District were given an opportunity to be heard.

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 Rochester City Council on April 14, 2025

Lee Ann O'Connor, City Clerk



**Per Square Foot Assessment
(\$ per square foot)**

FIRST FLOOR SPACE	THIRD FLOOR SPACE
A (0.39)	C (0.28)
B (0.31)	D (0.25)
D (0.25)	
SECOND FLOOR SPACE	FOURTH FLOOR SPACE
C (0.28)	C (0.28)
D (0.25)	D (0.25)
	PSD Boundary

Area	Assessed 2025 Value Amount	Assessed 2026 Value Amount
A	0.390	0.390
B	0.310	0.310
C	0.000	0.000
D	0.250	0.250
C2	0.275	0.275
D2	0.250	0.250
C3	0.275	0.275
D3	0.250	0.250
C4	0.275	0.275
D4	0.250	0.250
	\$408,055	\$408,055

ANDERSON, ECKSTEIN AND WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
11200 Independence Rd. Phone: 586-733-1234
Shelby Township Michigan 48315 Fax: 586-726-8780
www.aewinc.com

PLOT DATE: MARCH 21ST, 2024	DRAWING DATE: MARCH 11TH, 2024
PLOT SCALE: NTS	DRAWING SCALE: NTS
PLOT CONFIG: 11 x 17	PROJECT NO: 0270-0197
ATTACH XREF: NONE	DRAWING FILE: PrincipalShoppingDistrict.mxd
	DRAWN BY: JMM
	CHKD BY: AAP



City of Rochester

**Principal Shopping District
February 2025**

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CAUTION	
THIS MAP IS INTENDED FOR REFERENCE PURPOSES ONLY	

Owner Name First	Owner Name Last	Owner Mailing Street #1	Owner Mailing Street #2	Owner Mailing City	Owner Mailing State	Owner Mailing ZIP	Property Address # Low	Property Address # High	Property Address	Property Street Name	Suite Apartment #	Parcel	OCC UPA NCY	Exe mpti on or	Exce ption	Assessing Sq Ft	S.F. 1st Floor, Split/Low	S.F. 2nd Floor	S.F. 3rd Floor	S.F. 4th Floor	P.S.D . Cate norv	P.S.D. Cate gory #2 RATE	P.S. D. Cate norv	P.S.D. Cate gory #4 RATE	P.S.D . Cate norv	P.S.D. Cate gory #2 RATE	P.S.D . Cate norv	P.S.D. Cate gory #4 RATE	P.S.D. Cate gory #1	P.S.D. Cate gory #2	P.S.D. Cate gory #3	P.S.D. Cate gory #4	2025 P.S.D. Amount	2026 P.S.D. Amount
Boggs Properties		1031 North Main St.		Rochester	MI	48307	1031		Main			10-427-022	Garage, Service Station, w			2709	2,709				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$677.25	\$677.25	
Flagstar Bank	MSC T-11 Bret	5151 Corporate Dr		Troy	MI	48098-2639	1001		Main			10-427-026	Bank - Branch			4650	5,500				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$1,375.00	\$1,375.00	
Charles F Sibert		444 W University Dr		Rochester	MI	48307-1938	913		Main			10-429-023	Barber - Beauty Shop			604	583				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$145.75	\$145.75	
Charles F Sibert		444 W University Dr		Rochester	MI	48307-1938	909	911	Main			10-429-024	Barber - Beauty Shop			2857	2,857				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$714.25	\$714.25	
AK Kaczocha LLC	Salon Twenty-Six LLC	907 Main St		Rochester	MI	48307-1436	907		Main			10-429-025	Barber - Beauty Shop			2061	1,298	763			D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$515.25	\$515.25	
RTC Development, LLC		1037 Rochawies Dr.		Oakland	MI	48363-1246	917		Main			10-429-027	Store, Retail			4132	4,132				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$1,033.00	\$1,033.00	
LOK Properties LLC		504 Bloomer Ridge Dr		Rochester	MI	48307-2269	903	N	Main			10-429-026	Office Building			1962	1,318	644			D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$490.50	\$490.50	
Siag Properties LLC		54533 Salem Dr		Shelby Twp	MI	48316-1373	827		Main			10-431-021	Office Building			1999	1,999	0	0	0	D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$499.75	\$499.75	
Kaiser Property Management LLC		2010 E. Gunn Rd.		Rochester	MI	48306-1929	821		Main			10-431-022	Office Building			1164	978	186	0	0	D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$291.00	\$291.00	
817 North Main, Rochester LLC		26969 Ryan Rd		Warren	MI	48091-4077	817		Main			10-431-023	Office Building			1616	1,341	275			D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$404.00	\$404.00	
Innotech Management Company	A Michigan Corp	815 N Main		Rochester	MI	48307	815		Main			10-431-024	Office Building			1640	873	767	0	0	D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$410.00	\$410.00	
Depot Plaza Properties Inc		750 Rochester Rd.		Leonard	MI	48367	807		Main			10-431-025	Office Building			1190	1,023	167			D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$297.50	\$297.50	
Timothy Maskill & Ann Maskill		1070 Silverbell Rd.		Rochester	MI	48306	803		Main			10-431-026	Office Building			3108	956	832	0	0	D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$447.00	\$447.00	
Kurt Keller		2670 Piny Hill Ct		Oxford	MI	48370-2721	743		Main			10-476-018	Restaurant, Snack Bars			998	998				B	D2	D3	D4	0.31	0.25	0.25	B (0.31)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$309.38	\$309.38	
M & J Realty of Rochester LLC		1430 Story Creek Dr		Rochester	MI	48307	701	723	Main			10-476-021	Shopping Center, Neighbor			5968	5,968				B	D2	D3	D4	0.31	0.25	0.25	B (0.31)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$1,850.08	\$1,850.08	
M & S Archaidina Prop Hldng Co LLC		727 N Main		Rochester	MI	48307-1434	727		Main			10-476-027	Restaurant			3237	3,237				B	D2	D3	D4	0.31	0.25	0.25	B (0.31)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$1,003.47	\$1,003.47	
Southfield Investment Strategies	c/o Kruse Paint Creek	134 W University Dr	Ste 204	Rochester	MI	48307	613		Main			10-476-030	Bar - Cocktail Lounge			3444	3,444				B	D2	D3	D4	0.31	0.25	0.25	B (0.31)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$1,067.64	\$1,067.64	
Lipuma Realty, LLC	A Michigan LLC	2743 Castlemartin Ct.		Oakland Twp	MI	48306	621	623	Main			10-476-032	Store, Retail			1908	1,908				B	D2	D3	D4	0.31	0.25	0.25	B (0.31)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$591.48	\$591.48	
CB Land Rochester, LLC		637 N Main St		Rochester	MI	48307	637		Main			10-476-034	Fitness Center			24333	24,333				B	D2	D3	D4	0.31	0.25	0.25	B (0.31)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$7,543.23	\$7,543.23	
Akers Property Services LLC		6503 Arrow Dr.		Sterling Heights	MI	48314-1413	118	W	University			10-477-015	Store, Retail			1574	1,104	470			B	C2	C3	C4	0.31	0.28	0.28	B (0.31)	C2 (0.275)	C3 (0.275)	C4 (0.275)	\$471.49	\$471.49	
River Square Main LLC		PO Box 82177		Rochester	MI	48308	543		Main			10-477-018	Office Building			48417	31,800	25,416			B	D2	D3	D4	0.31	0.25	0.25	B (0.31)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$10,000.00	\$10,000.00	
511 Main LLC		511 N Main St		Rochester	MI	48307-1428	511		Main			10-477-021	Store, Retail			5373	5,373				B	D2	D3	D4	0.31	0.25	0.25	B (0.31)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$1,665.63	\$1,665.63	
River Square University		PO Box 82177		Rochester	MI	48308	134	W	University			10-477-026	Office Building			36561	28,367				B	C2	C3	C4	0.31	0.28	0.28	B (0.31)	C2 (0.275)	C3 (0.275)	C4 (0.275)	\$8,793.77	\$8,793.77	
Toma Holdings, LLC		100 W University		Rochester	MI	48307-1935	100	W	University			10-477-028	Mini-Mart, Convenience St			2357	2,357				B	C2	C3	C4	0.31	0.28	0.28	B (0.31)	C2 (0.275)	C3 (0.275)	C4 (0.275)	\$730.67	\$730.67	
River Square Pine LLC		PO Box 82177		Rochester	MI	48308	530		Pine			10-477-029	Office Building			11228	5,614	5,614			B	C2	C3	C4	0.31	0.28	0.28	B (0.31)	C2 (0.275)	C3 (0.275)	C4 (0.275)	\$3,284.19	\$3,284.19	
210 W University LLC	Attn: Accounting	19900 E 10 Mile Rd	Ste 103	St Clair Shores	MI	48080-4412	210	W	University			10-477-030	Store, Retail			15273	15,562	9,232			B	C2	C3	C4	0.31	0.28	0.28	B (0.31)	C2 (0.275)	C3 (0.275)	C4 (0.275)	\$7,363.02	\$7,363.02	
Bear Associates		431 Sixth St		Rochester	MI	48307-1401	431		Sixth			10-478-003	Office Building			3137	1,787	1,350			D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$784.25	\$784.25	
Purdy II, William A		427 Sixth St.		Rochester	MI	48307-1401	427		Sixth			10-478-004	Office Building			1596	1,596				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$399.00	\$399.00	
Charles F Sibert		444 W University Dr		Rochester	MI	48307-1938	444	W	University			10-478-010	Office Building			3124	3,124				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$781.00	\$781.00	
Robert Ditommaso	Juliann Ditommaso	426 W University Dr		Rochester	MI	48307	426	426.5	W	University		10-478-013	Office Building			5264	1,603	544			D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$536.75	\$536.75	
420 West, LLC	A Michigan Limited Lia	420 W University Dr		Rochester	MI	48307-1938	420	W	University			10-478-014	Office Building			1768	1,768				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$442.00	\$442.00	
Rochester Land Company LLC		410 W University Dr		Rochester	MI	48307-1938	410	W	University			10-478-016	Office Building			4450	4,450				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$1,112.50	\$1,112.50	
Raphis Investments, LLC	c/o Michigan Eye Instit	432 W University Dr		Rochester	MI	48307-1972	432	W	University			10-478-018	Medical - Office Building			8814	8,814				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$2,203.50	\$2,203.50	
Vito A. Pampalona	Angela D. Pampalona	1235 N Main St., Ste 130		Rochester	MI	48307-1187	407		Sixth			10-478-019	Office Building			3709	3,709				D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$927.25	\$927.25	
Pixley Asset Holding LLC	SCI Management Prog	P.O. Box 130548		Houston	TX	77219	322	W	University			10-479-005	Mortuary			10457	5,422	5,035			D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$2,614.25	\$2,614.25	
D. Solv Properties LLC		1690 Maple Creek Ct.		Rochester	MI	48306-4812	310	W	University			10-479-007	Medical - Dental Clinic			2927	2,097	830			D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$731.75	\$731.75	
The Old Book Shoppe LLC		317 Wesley St.		Rochester	MI	48307-1867	302	W	University			10-479-008	Store, Retail			5635	3,358	224			D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$895.50	\$895.50	
PSTOWNS LLC		14955 Technology Dr.		Shelby Townshp	MI	48315-3958	527		Pine	Unit D		10-480-001				797					D	D2	D3	D4	0.25	0.25	0.25	D (0.25)	D2 (0.25)	D3 (0.25)	D4 (0.25)	\$199.25	\$199.25	
PSTOWNS LLC		14955 Technology Dr.		Shelby Townshp	MI	48315-3958	527		Pine	Unit D1		10-480-002				831	831				D	D2	D3	D4	0.25									

ATTACHMENT B

Owner Name First	Owner Name Last	Owner Mailing Street #1	Owner Mailing Street #2	Owner Mailing City	Owner Mailing State	Owner Mailing ZIP	Property Address # Low	Property Address # High	Property Address	Property Address Street Name	Suite Apartment #	Parcel	OCC UPA NCY	Exemption	Exception	Assessing Sq Ft	S.F. 1st Floor, Split/Low	S.F. 2nd Floor	S.F. 3rd Floor	S.F. 4th Floor	P.S.D. Category #1	P.S.D. Category #2	P.S.D. Category #3	P.S.D. Category #4	P.S.D. Category #1	P.S.D. Category #2	P.S.D. Category #3	P.S.D. Category #4	2025 P.S.D. Amount	2026 P.S.D. Amount	
AAAJ Walnut LLC a Michigan LLC		5581 Saint Andrew Cir.		Clarkston	MI	48348-4831	71		Walnut	Suite 109		15-276-070	Office Building			1343	1,343				B	C2	C3	C4	0.31	0.28	0.28	0.28	0.28	\$416.33	\$416.33
Greater Rochester Chamber of Commerce		71 Walnut Blvd	Suite 110	Rochester	MI	48307-2073	71		Walnut	Suite 110		15-276-071	Office Building			1390	1,390				B	C2	C3	C4	0.31	0.28	0.28	0.28	0.28	\$430.90	\$430.90
Rochester Plaza LLC		174 Webb Dr		Troy	MI	48098-4687	117	119	Walnut			15-276-072	Office Building			1982	1,982				B	C2	C3	C4	0.31	0.28	0.28	0.28	0.28	\$614.42	\$614.42
The Walnut Tree LLC		1965 Oak Pointe Dr		Rochester Hills	MI	48306	115		Walnut			15-276-073	Office Building			2904	2,096	808			B	C2	C3	C4	0.31	0.28	0.28	0.28	0.28	\$871.96	\$871.96
Walnut Enterprises of MI LLC		130 Walnut Blvd		Rochester	MI	48307-2050	130		Walnut			15-277-002	Office Building			1853	1,853				B	C2	C3	C4	0.31	0.28	0.28	0.28	0.28	\$574.43	\$574.43
David Dimoff		2756 High Winds Lane		Oakland Twp	MI	48363-2342	118		Walnut			15-277-005	Office Building			1850	1,248	602			B	C2	C3	C4	0.31	0.28	0.28	0.28	0.28	\$552.43	\$552.43
Franklin Properties Ltd		P.O. Box 431046		Pontiac	MI	48343-1046	139		Main			15-277-007	Restaurant			8386	8,386				A	C2	C3	C4	0.39	0.28	0.28	0.28	0.28	\$3,270.54	\$3,270.54
MRA Properties, LLC		101 Main St		Rochester	MI	48307-2098	101		Main			15-277-014	Office Building			8898	7,042	3,060	2,988		A	C2	C3	C4	0.39	0.28	0.28	0.28	0.28	\$4,409.58	\$4,409.58
Eden Property Group LLC		413 8th St NE	Apt A	Atlanta	GA	30309-4357	103	125	Main			15-277-016	Shopping Center, Neighbor			14680	14,680				A	C2	C3	C4	0.39	0.28	0.28	0.28	0.28	\$5,725.20	\$5,725.20
FEDEX Office #0471	C/O Kinkos Attn: LSE	7900 Legacy Drive		Plano	TX	75024-4089	133		Main			15-277-017	Store, Retail			8187	8,187				A	C2	C3	C4	0.39	0.28	0.28	0.28	0.28	\$3,192.93	\$3,192.93
Paint Creek Properties LLC		345 Diversion St	Suite 400	Rochester	MI	48307	345		Diversion			15-283-017	Office Building			13,200	2,280	3,640	3,640	3,640	D	D2	D3	D4	0.25	0.25	0.25	0.25	0.25	\$3,300.00	\$3,300.00
Joseph Salome		251 Diversion St	Ste 200	Rochester	MI	48307-2209	251		Diversion			15-284-001	Office Building			24379	6,111	6,111	6,111	6,046	D	D2	D3	D4	0.25	0.25	0.25	0.25	0.25	\$6,094.75	\$6,094.75

Total \$ 408,054.69 \$ 408,054.69



City of Rochester

400 Sixth Street
Rochester, MI 48307
P: (248) 651-9061
F: (248) 651-2624
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MEMORANDUM

DATE: April 14, 2025

TO: City Council

FROM: Joellen Haines, Human Resources Director

SUBJECT: Consideration to continue current labor and employment services through Shultz and Young Law Firm due to Keller Thoma no longer providing labor services.

BUDGET IMPACT: None

BACKGROUND:

Keller Thoma is the City's current labor law firm that offers full-service resources with specialties in public and private sector labor and employment law, education law, workers' compensation and employment litigation. The City's labor attorney has been Beth Young for the last five years. The City was recently notified from Keller Thoma that they are undergoing organizational changes in the coming months, and are moving away from labor and employment legal services. Keller Thoma has recommended, and provided notice that Attorneys Gregg Schultz and Beth Young will be continuing to provide labor and employment legal services through their firm and are agreeable to assignment of our agreement to Schultz and Young P.C., beginning May 1, 2025 in order to continue and maintain continuity of services to the City. Schultz and Young P.C. was formed in 2011 and operated as such, until Keller Thoma invited Mr. Schultz and Ms. Young to join their firm. They plan to continue representing all their current clients from Keller Thoma.

ANALYSIS:

Stability in labor relations counsel is important to any community, especially when the attorney or firm is viewed as operating in the best interest of the community and consistent with the vision and values of City administration. Beth Young, along with Gregg Schultz, have been the City's primary legal representatives, for the past five years. The City has been extremely satisfied with the representation provided by Ms. Young and Mr. Schultz, and it has been our experience that they consistently provide sound legal advice, demonstrate fiscal constraint, are strategically aligned with outcomes that are consistent with the vision and values of the City, making them a valued professional partner in contract negotiations and other labor and employment related matters for the City of Rochester.

SUMMARY:

The City is recommending City Council accept the assignment of our Labor and Employment contract to the firm of Schultz and Young P.C. This change will not incur an immediate or additional change in cost or delivery of services.

ATTACHMENTS:

- Letter from Keller Thoma outlining the upcoming organizational change and effective date.
- Agreement from Schultz Young Law Firm – Appointment of Special Legal Counsel for Labor

SUGGESTED COMMITTEE ACTION:

City Council is requested to approve the use of legal counsel Elizabeth Young, through the Shultz Young Law Firm, and have City Manager Banda sign the attached agreement for appointment of special legal counsel for labor to Schultz and Young P.C.

THOMAS L. FLEURY
LAURI A. READ
GOURI G. SASHITAL
GREGORY T. SCHULTZ
ELIZABETH A. YOUNG

KELLER THOMA

A PROFESSIONAL CORPORATION

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GARY P. KING
Of Counsel

LEONARD A. KELLER
(1905 - 1970)

RICHARD J. THOMA
(1904 - 2001)

March 20, 2025

Transmitted via email: JHaines@rochestermi.org

Ms. Joellen Haines
Human Resources Director
City of Rochester
400 Sixth Street
Rochester, MI 48307

Re: Labor Attorney Services

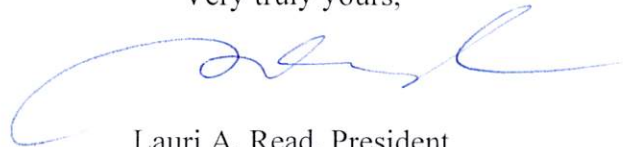
Dear Ms. Haines:

Pursuant to your recent discussions with Beth Young regarding the provision of labor law services to the City in 2025, I am writing to advise you that Keller Thoma will be undergoing organizational changes in the coming months. Attorneys Gregg Schultz and Beth Young have provided labor and employment law counsel to the City for the last approximately five years through Keller Thoma and they remain eager to continue serving the City of Rochester through their firm, Schultz and Young P.C. effective May 1, 2025.

Keller Thoma is pleased to transfer representation of the City in the areas of labor and employment law to Schultz and Young P.C. In the event Council elects to engage with Schultz and Young, P.C., this will ensure continuity in services to the City.

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

Very truly yours,



Lauri A. Read, President
KELLER THOMA, P.C.

cc: Gregg Schultz

AGREEMENT

APPOINTMENT OF SPECIAL LEGAL COUNSEL FOR LABOR

THIS AGREEMENT is entered into this 1st day of May 2025, by and between the CITY OF ROCHESTER, a Michigan municipal corporation of 400 Sixth Street, Rochester, Michigan 48307 (hereinafter referred to as "the City") and SCHULTZ AND YOUNG P.C., whose address is 3031 West Grand Blvd., Suite 525, Detroit, Michigan 48202 (hereafter referred to as "Appointee") and the foregoing shall collectively be referred to as "the parties."

WHEREAS the City was a party to an Agreement for Special Legal Counsel for Labor services with Keller Thoma PC which was executed on December 16, 2013; and

WHEREAS attorneys Beth Young and Gregg Schultz have provided service to the City on behalf of Keller Thoma PC for the last approximately five (5) years; and

WHEREAS based on organizational changes occurring at Keller Thoma PC, Beth Young and Gregg Schultz will no longer be performing services on behalf of Keller Thoma moving forward; and

WHEREAS the City, by and through its Manager, has elected to discontinue its December 16, 2013 Agreement with Keller Thoma PC and to appoint Appointee to serve as Special Legal Counsel for Labor so as to maintain continuity of the services of attorneys Beth Young and Gregory Schultz; and

WHEREAS the City does further desire to set forth in writing the terms of appointment; and

WHEREAS the Appointee does desire to accept the appointment of the position of Special Legal Counsel for Labor upon the following terms and conditions; and

NOW THEREFORE, in consideration of the foregoing preambles, the adequacy of which is acknowledged by and between the parties to this Agreement, the parties agree as follows:

- 1) **TERM OF APPOINTMENT:** The undersigned Appointee does hereby acknowledge that pursuant to the City's Charter, the service of Special Legal Council for Labor is subordinate to the City Manager and shall serve at the pleasure of the City Manager for an indefinite term. Accordingly, when in the City Manager's sole discretion it is deemed to be in the City's best interest, the City, by and through its Manager, may unilaterally terminate this service, at will, whether or not the Appointee is in default of any of its obligations hereunder, and, in such case, the City Manager shall give Appointee reasonable notice of the City's intent to terminate the service granted hereunder. Further, either party may terminate this Appointment Agreement effective immediately for the failure of the other to comply with any of its material terms and conditions. Appointee shall be entitled to resign from the position at will by providing the City at least 30 days prior written notice of Appointee's intent to resign. Under any case of termination of the Appointee's appointment

granted hereunder, the Appointee agrees and understands that it shall have no legal or equitable claims whatsoever for any damages or any equitable remedies as a result of Appointee's termination, including, but not limited to, loss of profit on anticipated work under this Agreement. The City shall be obligated to timely pay for all legal costs, expenses and attorney fees for legal services already performed by Appointee and accepted by City prior to the effective date of Appointee's termination.

- 2) **TERMS OF PAYMENT:** The Appointee may bill monthly for work completed. Payment is Net 30.
 - a. Submitted bills shall include the following detailed information: the type of work performed, the time spent on the work, the individual who performed the work and the per hour billing rate charged. The City reserves the right to request at any time further detailed accounting information for any or all bills.

- 3) **INSURANCE SUBMISSION REQUIREMENTS:** The Appointee has submitted proof to the City that it meets all City insurance requirements. Insurance, at the City's minimum requirements, must be held by the Appointee throughout the term of the Appointee's Appointment. Certificates of insurance as stated below will be required no later than five (5) business days from the date of Appointee's acceptance of the terms of this Appointment.

- 4) **STANDARD INSURANCE REQUIREMENTS:**
 - a. *Professional Liability Insurance:* A policy in an amount not less than \$1,000,000 per claim. The limit amount for this insurance shall be not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
 - b. *Workers Compensation Coverage:* At a minimum, Workers Compensation Insurance as required by State of Michigan law, Michigan statutory coverage, or evidence of an exemption for sole proprietors or a State issued exemption for corporations, partnerships or LLCs who have three or less employees.
 - c. *Cancellation:* Cancellation clause of insurance not less than thirty (30) days.
 - d. *Proof of Insurance:* The City reserves the right to require complete, certified copies of all required insurance policies at any time.

- 5) **NON-COMPLIANCE INSURANCE REQUIREMENTS:** Failure to deliver and maintain insurance in accordance with the terms of this Appointment will be cause for the City, by and through its Manager, to terminate this Appointment, or at the City's option, the City may purchase on the open market such required insurance and shall be entitled to charge any additional cost to the Appointee, either by offset to any amounts due and owing Appointee for legal services provided to the City, or, by separate bill and demand for payment. Nothing in this paragraph shall be deemed to create or be interpreted as establishing a "for cause" termination of appointment; Appointee agrees and understands

that its appointment is "at will" and may be terminated for any cause provided hereunder, or, for no reason other than the pleasure of the City Manager.

- 6) **KEY PERSONNEL AND SUBCONTRACTORS:** It is essential that the Appointee provides adequate experienced personnel, capable of and devoted to the successful accomplishment of the work to be performed and necessary to the position of Special Legal Counsel for Labor. The Appointee must agree to assign specific individuals to the key positions.
- a. Appointee agrees that, once the appointment granted hereunder is effective and accepted in writing by Appointee, key personnel, as designated below, shall not be removed or replaced without the express written consent of the City Manager.
 - b. Until otherwise agreed in writing by the City Manager, the key personnel shall specifically be Elizabeth Young and Gregory Schultz. Notwithstanding the foregoing, the key personnel designated hereunder shall, from time to time, have the right to have other attorneys from within their law firm perform work required under this Appointment Agreement due to schedule conflicts and/or which becomes necessary to meet deadline requirements.
 - c. If the above-named key personnel are not available for work under this appointment for a continuous period exceeding thirty (30) calendar days, or, are expected to devote substantially less effort to the work than initially anticipated, the Appointee shall immediately notify the City Manager, with the names of replacement attorneys from Appointee of substantially equal ability and qualifications, and, the City Manager shall be granted the opportunity to meet with and/or conference with such proposed replacement attorneys for sufficient amounts of time to determine if the City Manager accepts the replacement of the key personnel under this Appointment Agreement. The City Manager shall have the right to decline the proposed replacement attorneys and terminate this Appointment Agreement in his sole discretion.
- 7) **ASSIGNMENT-TRANSFER:** The duties and obligations taken on by Appointee as a result of this Appointment Agreement shall not be transferred, conveyed, assigned, or otherwise sub-contracted by Appointee to any individual attorney not a member or employee of Appointee or to any other law firm other than Appointee without the written consent of the City Manager. Any violation of the terms of this condition of appointment shall be sufficient cause to immediately terminate the Appointee's appointment as Special Legal Counsel for Labor hereunder. Nothing in this paragraph shall be deemed to create or be interpreted as establishing a "for cause" termination of appointment; Appointee agrees and understands that its appointment is "at will" and may be terminated for any cause provided hereunder, or, for no reason other than the pleasure of the City Manager.
- 8) **COMPLIANCE WITH LAWS:** Appointee agrees to fully and faithfully carry out the duties of the Appointment using its best efforts in accomplishing all assignments from the City, and further, in addition to upholding all federal, and state laws and applicable codes

of professional conduct to which Appointee is subject, Appointee hereby agrees to be bound by all City of Rochester ordinances, rules, regulations and policies as are amended from time to time.

- 9) **AMENDMENTS:** Subject to all applicable laws, including, but not limited to, the City's Charter, the City Manager reserves the right to amend any of the terms and conditions of this appointment with thirty (30) days prior written notice to the Appointee. If Appointee does not give its written notice of intent to resign within 15 days of Appointee's receipt of the City Manager's notice of amended terms of appointment, the Appointee shall be bound by the amended terms of the Appointment as noticed by the City Manager.
- 10) **WAIVER OF BREACH:** No waiver by either party of any breach of any of the terms, covenants or conditions herein contained by the other party shall be construed as a waiver of any succeeding breach of this same or of any other term, covenant or condition.
- 11) **COMPLETE AGREEMENT:** The parties agree that the conditions of the appointment set forth in this Agreement set forth all terms and conditions of Appointee's appointment and there are no promises, conditions or understandings other than those stated herein, and, that any prior negotiations, terms or conditions discussed between the City and the Appointee shall not constitute a part of this Appointment Agreement. The term "agreement" or "Appointment Agreement" as used in this clause shall include any future written amendments, modifications, or supplements made in accordance herewith.
- 12) **LIABILITY AND INDEMNITY:** Appointee agrees to protect, defend, reimburse, indemnify and hold the City, its officers, elected officials, volunteers, other appointees, employees and agents harmless at all times from and against any and all claims, liabilities, expenses, losses, demands, damages, fines and causes of action of every kind and character made, incurred, sustained or initiated by any party hereto, any party acquiring any interest hereunder, any agent, owner, shareholder, officer, director, elected official, consultant, other appointee, contractor or employee of any party hereto, any third or other party whomsoever, or any governmental agency, arising out of, incident to, or in connection with any performance, nonperformance or purported performance of the work or services or breach of the terms of this Agreement hereof which would constitute negligence, professional malpractice, and/or errors by the Appointee, except when the City is solely at fault.
- 13) **RECORDS:** The City reserves the right to inspect all of Appointee's documents relating to this Appointment Agreement for up to three (3) years after expiration, accordingly, Appointee, at its sole cost and expense, shall retain such documents accordingly. If directed by the City Manager, the Appointee shall transfer all Appointee's documents related to this service agreement, at the Appointee's sole cost and expense, to the City or a designee of the City within 30 days of such a request.
- 14) **USE OF CITY SEAL:** Appointee is prohibited from using the official Seal of the City in any manner, without the expressed written consent of the City.
- 15) **LEGAL PROCEEDINGS:** Any legal proceedings arising out of this Appointment

Agreement shall be governed by applicable Michigan law resolved in Michigan courts.

- 16) **FEES FOR LEGAL SERVICES:** The City shall pay the Appointee hourly based upon the following maximum rates per classification of legal service provider:

Attorney (Partner): \$170

Attorney (Associate): \$150, if ever hired by the Appointee and assigned to perform work under this Agreement as described in Paragraph 6.

The Appointee shall track, consistent with Section 2a, and present to the City monthly, all services that are being performed under an hourly rate.

Appointee hereby acknowledges, understands and agrees, that ultimately the Special Legal Counsel for Labor is the appointee of the City Manager and serves at the pleasure and under the direction and control of the City Manager, who, by Charter, sets the compensation of the City Attorney in accordance with the City's budget appropriations for such position. Accordingly, the City Manager retains the right to amend the hourly rates provided above in this Agreement in accordance with City budget appropriations.

- 17) **SCOPE OF SERVICES:** The scope of Appointee's services, includes but is not limited to:

- a. Consultation with the City Council, City Administration and City Attorney with a direct reporting relationship to the City Manager.
- b. Attend regular and/or Special City Council meetings, executive sessions, and other City related meetings at the direction of the City Manager.
- c. Appointee shall have experience and supply counsel to provide specific advice, including, but not limited to the following subjects:

Public sector employment relations law, including state and federal wage hour law, family and medical leave laws, fair employment laws and regulations, benefit law including pension and capital accumulation plans in public employment, HIPAA, COBRA, ERISA and related state and federal matters, and Unemployment Insurance appeals.

Public sector relations, grievance arbitration, contract negotiations, mediation and interest arbitrations and other related labor issues

- d. The firm shall establish and maintain a communication plan to provide consistent and clear advice regarding all matters assigned to the firm. Through this plan, access to the lead attorney and subject matter experts identified for assignment with this contract shall be provided to ensure timely response to requests for service.
- e. To ensure continuous service, the firm shall establish a program for the provision of services in the event a subject matter expert or the lead attorney becomes unavailable. Additionally, the firm shall identify possible constraints that might affect their ability to respond within one business day to requests for counsel and advice and provide a plan to maintain services when such constraints arise. To further ensure the ability to provide service, the firm shall establish and maintain a

process for identifying actual or perceived conflicts of interest situations, and for providing services without interruption in such cases.

- f. On request the firm will be required to draft opinion letters on any of these public sector employment and labor relation topics:
 - 1. Day-to-day counseling with respect to all aspects of employer/ employee relationship from hiring to termination;
 - 2. Personnel policy and procedure review and drafting;
 - 3. FTA, state and local drug testing requirements;
 - 4. Wage/hour issues;
 - 5. Reasonable accommodation under federal/state law;
 - 6. FMLA and state leave law requirements and interrelationship between FMLA, ADA and Worker's Compensation;
 - 7. State/ federal EEO issues;
 - 8. Whistleblower complaints;
 - 9. Counseling concerning internal investigations;
 - 10. Drafting separation and other employment agreements;
 - 11. Grievance arbitration, contract negotiations, mediation and interest arbitrations, and other related labor issues.
 - 12. Pension, OPEB and health insurance plan policies.
- g. Defending various aspects of labor and employment claims as directed by the City.

IN WITNESS WHEREOF, the parties hereto agree to be bound by the above terms and conditions, and Appointee, by its authorized signature below, expressly accepts the Appointment as Special Legal Counsel for Labor for the City of Rochester upon the above provided terms and conditions contained in this Appointment Agreement as of the date first above written.

CITY OF ROCHESTER
A Michigan municipal corporation

By: _____
Nicholas Banda, City Manager

Date: _____

SCHULTZ AND YOUNG P.C.

By: _____

Date: _____



April 10, 2025

To: Honorable Rochester City Council
CC: Rochester DDA Board
From: Ben Giovanelli, Rochester DDA Chair
RE: FY 2025-2026 DDA Budget

Dear Honorable City Council,

Accompanying this memorandum please find the following:

1. Proposed DDA Budget for the fiscal year ended June 30, 2026
2. Activation revenue and expense forecast for the Graham
3. A copy of the original Graham buildout forecast from this time last year.
4. A copy of the City's Administrative Cross Charge policy for the current fiscal year under consideration.

In terms of our thought process during this budget cycle, the following four points took primary focus:

1. Ensure an accurate funding placeholder for the Graham project until we get bids back end of April 2025.
2. Ensure fully funding all other capital investments in the District
3. Budgeting the new revenues and expenses pursuant to the Graham coming on line in November 2025
4. Addressing the re-ordering of work and staff between the PSD and DDA with respect to the Graham, Farmer's Market and Big Bright Lights/Holiday efforts, a by-product of which incidentally addressed budget shortfalls from the PSD given its authorized 0%/0% renewal.

With respect to #1:

We are marching full-steam ahead with this exciting project as it is the single largest undertaking by the DDA since its inception. As I have reported to you previously, the original cost estimate for the renovation as presented to you last budget cycle was just a tick under \$2.4 million dollars (original estimate included in this packet for you).

In December of 2024, we were finally able to get thru demolition which unfortunately exposed hidden material structural issues that we had no idea of until the walls were opened. These unfortunately required re-engineering and scope changes which put us back before the Planning Commission this past Monday 4/7/2025 for site plan approval. The Planning Commission voted unanimously to approve our changes subject to ZBA approval for one corner of the proposed front shade structure where we are again encroaching upon ourselves. Fingers crossed that the ZBA grants us approval as that new front looks killer.

With Planning Commission approval in hand, our Construction Manager Sean Rewold and his team will be sending out bid packages this week with an anticipated 2 week turn around time. The plan is to review bids last week of April and award first or 2nd week of May. If the planets align, we will be shovels in dirt just after this coming Mother's Day and substantial completion before Lagniappe in November, 2025.

Since we do not have bids back as of yet, but have some educated guesses as to revised project totals due to the unfortunate findings after demolition, the project is now expected to come in between \$2.8 million and \$3.0 million. For purposes of this budget cycle, we've put in a placeholder of \$2.3 million in FYE 6/30/2026 and the remainder wrapped up in FYE 6/20/2027.

With respect to #2

Per the accompanying budget we are fully funded for our other capital commitments in the District. The only caveat is for FYE 6/30/2028 Local Streets fund. There seems to be some uncertainty as to what the anticipated project spend will be in FYE 2028. For purposes of this rolling budget, at the direction of Administration we've put a placeholder of \$433,000 for this budget cycle and \$450,000 for 2027 & 2028.

With respect to #3

The accompanying FYE 2026 DDA budget contains a schedule listing conservative projected revenues and related expenditures for the Graham when it comes on line this November. So this budget cycle has a partial year and the next two have full year-round activations forecasted per the schedule.

With respect to #4

With the Graham coming on line this fall, we needed to address the allocation of resources consumed within the District, the PSD and the City in the delivery of services to the taxpayers. As guidance, we used the 2025 City Budget Memorandum discussion related to Cross Charges, the latest of which accompanies this memorandum. The Cross Charge Table used by the City is updated annually during the budget cycle to accurately and transparently reflect the actual usage of whatever resource is determined to be subject to cross charge. The movement of staff costs will be increasing the PSD charge of the DDA Director's time from 23% to 33% and increasing the DDA's use of the Promotions Staff from 29% to 50%.

As you know regarding the PSD, at the 3/24/2025 regular meeting of City Council, Council passed a two-year assessment renewal at 0% each year for FYE 2026 & FYE 2027. While of course the PSD was thankful for Council's continued support of their efforts and impact in the District, due to the near 21% compounded inflation over the past 4 years which the DDA and City budgets are insulated from vis-à-vis automatic inflationary adjustments (Headlee limited of course) but the PSD is not insulated from, this unfortunately caused a real budget shortfall on the PSD of \$68,471 in FY2026 and \$97,738 in FY2027. With no additional revenue to offset the real increased operating costs of the PSD, the only thing left for the PSD to do was to cut costs which meant kill programs our community has come to expect and/or staff (or both).

Given our intertwined relationship with the PSD, and the fact that the DDA needed to reallocate staff and project costs this budget cycle anyway, the timing worked out. Besides the cross charge changes, the proposed FY 2026 DDA budget has us moving the Graham & Farmer's Market activities to the DDA as well as the Big Bright Lights and associated holiday expenditures. A reconciliation of these movements can be found at the end of the budget document.

Bottom line for these proper reallocations is the deficit in PSD of \$68,471 and \$97,738 for FYE2026/FYE2027 becomes a net positive of \$36,298 and \$21,453. The net cost to the DDA for all these movements is \$104,769 and \$119,191 for the same period.

There was some question regarding Council's intent on the allocation of staff to properly reflect the activities performed. In reviewing the accompanying City Policy Memo, it says we are required to do so on an annual basis and given the realities, we find it a pretty solid case to make. That said, if for some reason Council wants to leave the staff cross charges where they are, the end result would be a \$20,553 reduction on PSD for 2026 and \$24,018 for 2027. Setting aside the appropriate allocation methodology, no changes as they are today leaves the PSD basically at break even for 2026 and a loss in 2027. Main thing for them will be tax tribunals and their intention to fund a Fire and Ice reboot. I'll let them speak to that but for \$20k in a \$2.9 million dollar budget, it certainly does not impact the DDA in a material fashion.

Also fun fact, due to the Graham buildout and capital reserve draw down, 127% of our current year budget is being spent on capital improvements in the District this year (\$3,762,538/\$2,961,873).

We will be present at the regular City Council meeting on 4/14/2025 with a full presentation and ready to answer any questions you may have.

/bg

GL Number	Description	2023-24 Activity	2024-25 Projected	2025-26 PROPOSED	2026-27 PROPOSED	2027-28 PROPOSED
Fund 248						
--- Estimated Revenue ---						
248-000.000-402.000	CURRENT PROPERTY TAXES	2,133,417	2,214,178	2,272,292	2,340,460	2,410,674
248-000.000-528.001	ARPA FEDERAL FUNDS	-	698,614	232,871	-	-
248-000.000-573.000	LOCAL COMMUNITY STABILIZATION	77,956	78,198	79,762	81,357	83,391
248-000.000-605.011	BIG BRIGHT LIGHT SHOW	-	-	75,000	75,000	75,000
248-000.000-605.032	DDA BUSINESS DEVELOPMENT	50,310	25,000	25,000	25,000	25,750
248-000.000-605.018	FESTIVAL OF TREES	-	-	6,000	6,000	6,000
248-000.000-605.058	FARMERS MARKET	-	-	28,000	28,000	28,000
	GRAHAM ACTIVATION REVENUE	-	-	32,550	107,450	141,850
248-000.000-665.072	INTEREST - MICHIGAN CLASS	111,794	100,000	50,000	50,000	51,500
248-000.000-676.000	ADMINISTRATIVE CROSS CHARGE	59,092	60,864	77,270	79,588	81,976
248-000.000-692.000	MISCELLANEOUS INCOME	20,789	1,104	1,137	1,165	1,200
Total Estimated Revenue:		2,453,359	3,177,958	2,879,882	2,794,020	2,905,341
--- Appropriations ---						
248-703.000-701.000	SUPERVISOR SALARIES	94,983	93,957	96,971	99,000	101,970
248-703.000-701.001	EMPLOYEE WAGES	-	-	-	-	-
248-703.000-701.002	PART-TIME WAGES	9,703	10,500	11,000	13,821	14,235
248-703.000-701.003	OVERTIME WAGES	-	-	-	-	-
248-703.000-710.101	LONGEVITY	2,100	2,100	2,100	2,100	2,100
248-703.000-715.000	FICA	8,074	7,049	7,261	7,479	7,703
248-703.000-716.000	HOSPITALIZATION	21,809	28,060	30,370	31,281	32,220
248-703.000-716.004	HOSPITALIZATION -HSA FUNDING	4,200	4,200	4,200	4,200	4,200
248-703.000-718.000	RETIREMENT CONTRIBUTION	10,651	10,673	10,991	11,321	11,660
248-703.000-718.002	EMPLOYER RETIREMENT CONTRIBUT	1,529	1,200	1,500	1,500	1,500
248-703.000-719.000	INSURANCE OTHER THAN MEDICAL	1,763	1,766	1,819	1,874	1,930
248-703.000-720.000	WORKER'S COMP. INSURANCE	1,153	312	322	332	342
248-703.000-721.000	UNEMPLOYMENT COMP. INSURANCE	23	140	23	24	24
248-703.000-728.000	POSTAGE	2,059	3,363	3,464	3,515	3,620
248-703.000-729.000	PRINTING & OFFICE SUPPLIES	21,125	23,701	24,408	24,768	25,511
248-703.000-757.000	OPERATING SUPPLIES	758	2,885	2,972	3,016	3,106
248-703.000-760.000	FARMERS MARKET	300	-	17,000	17,510	18,035
248-703.000-761.000	BIG BRIGHT LIGHT	-	-	319,300	328,879	338,745
248-703.000-803.000	LEGAL SERVICES	9,441	6,343	2,310	2,344	2,414
248-703.000-804.000	AUDITING	2,525	3,311	3,409	3,459	3,563
248-703.000-805.000	CONTRACTUAL SERVICES	125	15,253	15,410	15,490	15,955
248-703.000-805.009	CONTRACT SVCS - BUS. DEV COMM	51,160	50,836	22,167	22,494	23,169
248-703.000-805.010	CONTRACT SVCS - D.P.W.	10,000	10,103	10,404	10,558	10,875
248-703.000-805.011	CONTRACT SVCS - MAINTENANCE	3,300	25,130	25,879	26,261	27,049
248-703.000-805.027	CABLE CASTING	3,375	4,485	4,619	4,686	4,827
248-703.000-805.030	CONTRACT SVCS - DUMPSTERS	129,477	132,681	136,638	138,652	142,812
248-703.000-805.050	CONTRACT SVCS - EMPLOYMENT	2,100	1,906	1,964	1,993	2,053
248-703.000-811.000	GENERAL INSURANCE	17,214	16,532	17,025	17,276	17,794
248-703.000-850.000	TELECOMMUNICATIONS	8,027	6,668	6,867	6,968	7,177
248-703.000-861.002	EQUIPMENT LEASE - COPY MACHIN	16,849	17,937	18,472	18,744	19,306
248-703.000-863.001	PROFESSIONAL DEVELOPMENT	784	857	882	895	922
248-703.000-863.002	TRAVEL	9,431	1,682	1,732	1,758	1,811
248-703.000-921.000	LIGHT & POWER	43,623	48,105	49,540	50,270	51,778
248-703.000-922.000	HEAT-BUILDING	590	685	706	716	737
248-703.000-923.000	WATER & SEWER CHARGES	-	178	-	-	-
248-703.000-931.000	MAINTENANCE & REPAIRS - EQUIP	-	561	578	586	604
248-703.000-940.000	RENTAL OF LAND	32,906	33,946	34,958	35,473	36,537
248-703.000-940.002	RENTAL OF LAND - D.D.A. OTHER	917	-	-	-	-
248-703.000-955.002	COMMUNITY AFFAIRS- EXTERNAL	3,242	3,777	3,890	3,947	4,065
248-703.000-957.000	DUES & SUBSCRIPTIONS	6,170	6,904	3,278	3,326	3,426
248-703.000-963.000	MISCELLANEOUS	(12)	755	-	-	-
248-703.000-963.002	MERCHANT SERVICE FEES	11,425	5,035	-	-	-
248-703.000-995.001	ADMINISTRATIVE CROSS CHARGE	123,482	141,524	212,264	218,632	225,191
248-703.000-995.004	COMPUTER RENTAL	2,167	2,232	2,298	2,332	2,402
248-703.000-999.000	INSURANCE LOSSES & EMERGENCY	-	-	(0)	-	-
248-703.000-999.998	BUDGET CONTINGENCIES	-	-	(0)	-	-
248-729.000-757.000	OPERATING SUPPLIES	61	-	-	-	-
248-729.000-763.000	FESTIVAL OF TREES	-	-	45,916	47,294	48,713
248-729.000-790.007	TASTE OF FALL	-	357	-	-	-
248-729.000-790.011	KRIS KRINGLE MARKET	-	388	-	-	-
248-729.000-791.013	DOWNTOWN MAKERS MARKET	-	25	-	-	-
248-729.000-793.000	SNOWMAN STROLL	-	500	-	-	-
248-729.000-805.000	CONTRACTUAL SERVICES	253,390	200,000	-	-	-
248-729.000-963.000	MISCELLANEOUS	16,082	20,000	20,000	-	-
248-900.000-974.000	SITE IMPROVEMENT	62,027	-	-	-	-
248-900.000-974.019	CAPITAL ASSETS - MAINT & MINO	123,398	205,000	211,150	216,429	222,922
248-900.000-974.121	SIDEWALK RECONSTRUCTION	-	14,000	18,000	22,000	22,660

GL Number	Description	2023-24	2024-25	2025-26	2026-27	2027-28
		Activity	Projected	PROPOSED	PROPOSED	PROPOSED
248-900.000-974.210	STREET LIGHTING REPLACEMENT	243,750	250,000	200,000	100,000	100,000
248-900.000-974.256	BOLLARD REPLACEMENT	2,000	-	-	-	-
248-900.000-974.260	FARMERS MARKET PROJECT	81,972	250,000	2,300,000	450,000	-
248-900.000-991.002	LAND CONTRACT - 265 E SECOND	30,500	427,563	185,172	185,172	185,172
248-965.000-995.203	TRANS TO MVH LOCAL STREET FUN	132,000	160,521	433,000	450,000	450,000
248-965.000-995.516	TRANS TO AUTO PARKING FUND	50,000	325,000	325,000	325,000	325,000
	GRAHAM ACTIVATION EXPENSES			8,000	28,500	41,500
Total Appropriations:		1,802,729	2,580,686	4,855,230	2,961,873	2,567,336
Net of Revenues & Appropriations Fund 248:		650,630	597,272	(1,975,348)	(167,853)	338,005
	Capital Project Reserve Balance, Beg	1,099,292	1,749,922	2,347,194	371,846	203,993
	Current FY Revenue less Appropriations	650,630	597,272	(1,975,348)	(167,853)	338,005
	Capital Project Reserve Balance, End	1,749,922	2,347,194	371,846	203,993	541,998

PLAN B - NO STAFF MOVEMENTS DELTA	20,553	44,571
Capital Project Reserve Balance, End	392,399	248,564
	586,569	

RECONCILIATION OF MOVEMENTS BETWEEN PSD & DDA

Unadjusted PSD budget after Council 0% / 0% action on PSD rates on Monday

Adjustments

1. Move BBL Sponsorship Revenue from PSD to DDA
2. Remove DDA BBL contribution
3. Move BBL Costs to DDA
4. PSD Personnel Move to DDA
5. Festival of Trees Costs to DDA
6. Festival of Trees Rev to DDA
7. Equip Rental to DDA
8. Diff in New Admin Cross Rev
9. Diff in Admin Cross Exp
10. Adjust Kristi cross charge from 23% PSD to 33% PSD
11. Adjust Promotions Staff charge from 29% to 50%

EFFECT ON PSD		EFFECT ON DDA	
PSD 25-26	PSD 26-27	DDA 25-26	DDA 26-27
\$ (68,471)	\$ (97,738)	\$ -	\$ -
\$ (75,000)	\$ (75,000)	\$ 75,000	\$ 75,000
(200,000)	(200,000)	200,000	200,000
319,300	328,879	(319,300)	(328,879)
209,106	218,228	(209,106)	(218,228)
45,916	47,294	(45,916)	(47,294)
(6,000)	(6,000)	6,000	6,000
(10,000)	(10,000)	10,000	10,000
(60,590)	(62,708)	60,590	62,708
(61,478)	(63,322)	61,478	63,322
(14,155)	(14,580)	14,155	14,580
(42,330)	(43,600)	42,330	43,600
104,769	119,191	(104,769)	(119,191)
\$ 36,298	\$ 21,453	\$ (104,769)	\$ (119,191)

NET BUDGET EFFECT OF MOVEMENTS ON BUDGET

RECONCILIATION OF MOVEMENTS BETWEEN PSD & DDA

Unadjusted PSD budget after Council 0% / 0% action on PSD rates on Monday

Adjustments

1. Move BBL Sponsorship Revenue from PSD to DDA
2. Remove DDA BBL contribution
3. Move BBL Costs to DDA
4. PSD Personnel Move to DDA
5. Festival of Trees Costs to DDA
6. Festival of Trees Rev to DDA
7. Equip Rental to DDA
8. Diff in New Admin Cross Rev
9. Diff in Admin Cross Exp
10. Adjust Kristi cross charge from 23% PSD to 33% PSD
11. Adjust Promotions Staff charge from 29% to 50%

EFFECT ON PSD		EFFECT ON DDA	
PSD 25-26	PSD 26-27	DDA 25-26	DDA 26-27
\$ (68,471)	\$ (97,738)	\$ -	\$ -
\$ (75,000)	\$ (75,000)	\$ 75,000	\$ 75,000
(200,000)	(200,000)	200,000	200,000
319,300	328,879	(319,300)	(328,879)
-	-	-	-
45,916	47,294	(45,916)	(47,294)
(6,000)	(6,000)	6,000	6,000
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
84,216	95,173	(84,216)	(95,173)
\$ 15,745	\$ (2,565)	\$ (84,216)	\$ (95,173)
(20,553)	(24,018)	20,553	24,018

NET BUDGET EFFECT OF MOVEMENTS ON BUDGET

<< \$20k DELTA

PROGRAM REVENUE	25-26 (Nov-June)	26-27	27-28
Farmers' Market Saturdays in The Graham - 30 Vendor Spaces @ \$30 each	\$ 8,100	\$ 23,400	\$ 23,400
Third Thursdays Event - 30 Vendor Spaces @ \$30 each (Monthly Event)	7,200	10,800	10,800
Halloween Makers Event - 30 Vendor Spaces @ \$200 each (October)	-	6,000	6,000
Fancy Flea & Antique Market - 30 Vendor Spaces @ \$200 each (February)	6,000	6,000	6,000
Themed Dinner Series - 150 tickets @ \$75 each (3x - Spring, Summer & Fall)	11,250	33,750	33,750
Annual Graham Fundraising Event - 300 Tickets @ \$50 each, sponsorships and silent auction (Summer)	-	27,500	27,500
Graham Slam Annual Public Event (Food Festival, Sponsorships, Vendors, Merchandise)	-	-	20,000
Hands-On Cooking Classes - 20 Spots @ \$60 each (Monthly Event)	-	-	14,400
	\$ 32,550	\$ 107,450	\$ 141,850

PROGRAM EXPENDITURES	25-26 (Nov-June)	26-27	27-28
Farmers' Market Saturdays in The Graham	\$ 500	\$ 1,500	\$ 1,500
Third Thursdays Event	1,500	3,000	3,000
Halloween Makers Event (October)	-	1,000	1,000
Fancy Flea & Antique Market (February)	1,000	1,000	1,000
Themed Dinner Series (3x - Spring, Summer & Fall)	5,000	15,000	15,000
Annual Graham Fundraising Event (Summer)	-	7,000	7,000
Graham Slam Annual Public Event	-	-	10,000
Hands-On Cooking Classes (Monthly Event)	-	-	3,000
	\$ 8,000	\$ 28,500	\$ 41,500

	25-26	26-27	27-28
Revenue	\$ 32,550	\$ 107,450	\$ 141,850
Expenses	8,000	28,500	41,500
TOTAL	\$ 24,550	\$ 78,950	\$ 100,350

Administrative Cross Charge Procedure

A cross charge is a sharing of labor resources between different departments or funds within the City. For example, a cross charge occurs when the City Manager works on a project for the Water Department. The transfer of costs between departments allows each department to allocate costs fairly with transparency.

By separating and setting up departments as their own cost centers, the City can easily have a snapshot of the profitability by department and by having this detail at a more granular level, it is then easier to quickly roll it up into a global view of the entire organization. Additionally, Administrative Cross Charging facilitates an environment wherein Departments become more agile with fair and equitable personnel charging.

Administrative Cross Charging identifies annually the allocations and transfers necessary to reimburse the City’s General Fund.

An allocation as illustrated below will be reviewed and updated as part of the annually as part of the budget process.

City of Rochester Cross Charge Table

Position	General	%	Major Streets	%	Local Streets	%	Cemetery	%	Water & Sewer	%	PSD	%	DDA	%	Auto Parking	%	Revolving Equipment	%	TOTAL	% of Fully Loaded Cost
City Manager			17,875	10%	17,875	10%	-	0%	35,750	20%	-	0%	66,137	37%	8,937	5%	8,937	5%	155,511	87%
Director of Project Management			30,159	20%	30,159	20%	7,540	5%	30,159	20%	-	0%	15,080	10%	15,080	10%	7,540	5%	135,717	90%
Finance Director			23,785	15%	23,785	15%	-	0%	31,713	20%	1,586	1%	7,928	5%	7,928	5%	7,928	5%	104,653	66%
Deputy Finance Director			11,729	10%	11,729	10%	-	0%	11,729	10%	5,865	5%	5,865	5%	5,865	5%	7,038	6%	59,820	51%
Human Resource Director			5,865	5%	5,865	5%	-	0%	5,865	5%	-	0%	5,865	5%	5,865	5%	7,038	6%	36,361	31%
Senior Account Technician			9,476	10%	11,371	12%	-	0%	14,214	15%	2,843	3%	7,581	8%	4,738	5%	9,476	10%	59,700	63%
Customer Service			-	0%	-	0%	-	0%	7,672	15%	2,557	5%	-	0%	7,672	15%	-	0%	17,900	35%
Senior Records Coordinator			-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	14,431	20%	-	0%	14,431	20%
Deputy Clerk			-	0%	-	0%	4,622	6%	4,622	6%	-	0%	-	0%	1,541	2%	-	0%	10,784	14%
Enforcement Officers	21,663	10%	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	21,663	10%	43,327	20%
DPW			652,849	30%	544,041	25%	87,047	4%	435,233	20%	-	0%	-	0%	108,808	5%	65,285	3%	1,893,261	87%
Executive Assistant			-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	1,223	2%	-	0%	1,223	2%
City Clerk			-	0%	-	0%	7,739	6%	1,290	1%	-	0%	-	0%	-	0%	-	0%	9,029	7%
Police Chief			9,665	7%	9,665	7%	-	0%	-	0%	-	0%	-	0%	6,903	5%	-	0%	26,233	19%
Fire Chief			10,456	7%	10,456	7%	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	20,911	14%
Building Clerk			4,447	6%	4,447	6%	-	0%	4,447	6%	-	0%	-	0%	1,482	2%	-	0%	14,824	20%
Utility Billing			-	0%	-	0%	-	0%	71,877	98%	-	0%	-	0%	1,467	2%	-	0%	73,344	100%
DDA Director	-	0%	10,205	7%	11,663	8%	-	0%	7,290	5%	48,111	33%	-	0%	-	0%	-	0%	77,270	53%
Events Coordinator	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	51,905	50%	-	0%	-	0%	51,905	50%
Marketing Coordinator	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%	51,905	50%	-	0%	-	0%	51,905	50%
TOTAL	21,663		786,511		681,056		106,947		661,859		60,962		212,264		191,939		134,905		2,858,106	
REVENUE	2,633,701										103,809		77,270		43,327				2,858,106	

Allocation Method

- **Non-Managerial Positions** — Percentage of work that is performed for different departments/funds is charged to those funds. Example, UB Clerk is charged to Water & Sewer Fund, Building Clerk is partially charged to Streets and Water & Sewer Funds.
- **Managerial Positions** — Upcoming Projects are incorporated into analysis to determine estimated percentage of hours to be charged to different departments and/or funds. Example, City Manager participating in Ludlow Street Project.
- **Cross Charge Timing** — The City can establish a timetable for which to charge the Admin Cross Charge. As a basic rule of thumb, the City will journalize the admin cross charges once a year at the fiscal year end.

ORIGINAL GRAHAM COST ESTIMATE SUBMITTED TO COUNCIL ON 4/17/2024

ROCHESTER FARMERS MARKET PROJECT ESTIMATED BUDGET - 4/17/2024 TOTAL PROJECT COST

Property Acquisition	\$ 1,375,000
Site Improvements	2,366,485
Mortgage Interest over term	<u>184,243</u>
Total Project Cost	\$ 3,925,728
Less: County Grant Dollars	<u>(925,000)</u>
Total Cost to DDA	\$ 3,000,728
Less: Value of Property being acquired	<u>(1,375,000)</u>
Actual DDA TIF Paid project costs	\$ 1,625,728

Outflow by fiscal year

FY 2024	\$ 505,750
FY 2025	1,455,484
FY 2026	188,999
FY 2027	188,999
FY 2028	188,999
FY 2029	188,999
FY 2030	188,999
FY 2031	<u>94,499</u>
	\$ 3,000,728



Downtown Collaboration Studio
431 S. Main Street
Rochester, MI 48307
248.656.0060
DowntownRochesterMI.com

DATE: April 4, 2025

TO: Honorable Mayor Salvia & Rochester City Council

FROM: Kristi Trevarrow, Executive Director

RE: FY26 Proposed PSD Budget

Attached you will find the FY26 Proposed PSD Budget. The budget is presented in partnership with the DDA and reflects moving the The Big, Bright Light Show, Festival of Trees and the Farmers' Market to the DDA. Additionally, it also includes changes in the cross charge allocations for staff related to the workload shifts and the new programming at the Market + The Graham.

We will provide a presentation with further details at the April 14, 2025 City Council Meeting.

Thank you for your consideration!

Description			%
	FYE 26	FYE 27	increase 26-27
Fund 245			
--- Estimated Revenue ---			
245-000.000-474.001 PSD INTEREST & PENALTIES	618	637	3.0%
245-000.000-605.003 SIDEWALK SALES	10,000	10,000	0.0%
245-000.000-605.004 MUSIC FESTIVAL/DANCING	2,500	2,500	0.0%
245-000.000-605.007 LAGNIAPPE	7,500	7,500	0.0%
245-000.000-605.009 KRIS KRINGLE MARKET	60,000	60,000	0.0%
245-000.000-605.011 BIG BRIGHT LIGHT SHOW			
245-000.000-605.013 IN TOWN MAGAZINE	15,575	15,575	0.0%
245-000.000-605.016 PANCAKES & PJ'S	2,440	2,440	0.0%
245-000.000-605.018 ANNUAL AWARENESS PROGRAM			
245-000.000-605.024 FIRE & ICE FESTIVAL	8,735	8,735	0.0%
245-000.000-605.029 SNOWMAN STROLL	7,500	7,500	0.0%
245-000.000-605.030 MOVIES IN THE MOONLIGHT	6,000	6,000	0.0%
245-000.000-605.044 HALLOWEEN EVENTS	1,000	1,000	0.0%
245-000.000-605.050 DOWNTOWN MAKERS MARKET	7,000	7,000	0.0%
245-000.000-605.052 DECK ART	400	400	0.0%
245-000.000-605.062 FARMERS MARKET			
245-000.000-605.064 ROCHESTER EXPLORERS CLUB	3,500	3,500	0.0%
245-000.000-605.071 DOWNTOWN COOKIE STROLL	7,845	7,845	0.0%
245-000.000-665.072 INTEREST -MICHIGAN CLASS	6,305	6,500	3.1%
245-000.000-676.000 ADMINISTRATIVE CROSS CHARG	103,809	106,923	3.0%
245-000.000-693.100 PRINCIPAL SHOPPING DISTRICT	387,830	387,830	0.0%
245-000.000-699.494 TRANSFER FROM DDA			
245-000.000-699.805 TRANS FRM DDA-CONTRACTUAL SRV			
Total Estimated Revenue:	638,557	641,885	0.5%
--- Appropriations ---			
245-703.000-701.001 EMPLOYEE WAGES	113,094	116,487	3.0%
245-703.000-701.002 PART-TIME WAGES			
245-703.000-701.003 OVERTIME WAGES	18,066	18,608	3.0%
245-703.000-715.000 FICA	9,783	10,076	3.0%
245-703.000-716.000 HOSPITALIZATION	44,400	48,047	8.2%
245-703.000-716.004 HOSPITALIZATION -HSA FUNDIN	6,300	6,300	0.0%
245-703.000-718.001 DEFINED CONTRIBUTION	13,792	14,205	3.0%
245-703.000-718.002 EMPLOYER RETIREMENT CONTR	3,120	3,120	0.0%
245-703.000-719.000 INSURANCE OTHER THAN MEDIC	536	552	3.0%
245-703.000-863.000 TRAVEL/MEETINGS & CONFEREN	2,060	2,122	3.0%
245-703.000-995.001 ADMINISTRATIVE CROSS CHARG	60,962	62,791	3.0%
245-729.000-760.000 FARMERS MARKET			
245-729.000-761.000 BIG BRIGHT LIGHT			
245-729.000-762.000 FIRE & ICE	25,757	26,530	3.0%
245-729.000-763.000 FESTIVAL OF TREES			
245-729.000-790.002 PANCAKES & PJ'S	1,530	1,575	3.0%

245-729.000-790.003 IN TOWN MAGAZINE	75,000	75,000	0.0%
245-729.000-790.007 TASTE OF FALL	2,518	2,594	3.0%
245-729.000-790.010 FOODIE FEBRUARY	500	500	0.0%
245-729.000-790.011 KRIS KRINGLE MARKET	58,925	60,693	3.0%
245-729.000-791.001 SIDEWALK SALES	3,099	3,192	3.0%
245-729.000-791.002 DANCIN' IN THE STREET	11,353	11,693	3.0%
245-729.000-791.003 MAGICAL MURAL TOUR	645	664	3.0%
245-729.000-791.004 ANNUAL AWARENESS	41,921	43,179	3.0%
245-729.000-791.009 LAGNIAPPE	15,767	16,240	3.0%
245-729.000-791.011 MOVIES IN THE MOONLIGHT	19,506	20,091	3.0%
245-729.000-791.012 HALLOWEEN	6,778	6,982	3.0%
245-729.000-791.013 DOWNTOWN MAKERS MARKET	3,605	3,713	3.0%
245-729.000-791.014 DECK ART	1,030	1,061	3.0%
245-729.000-791.015 ROCHESTER POSED	1,472	1,516	3.0%
245-729.000-791.016 ROCHESTER EXPLORERS CLUB	6,874	7,080	3.0%
245-729.000-791.017 DOWNTOWN COOKIE STROLL	4,522	4,657	3.0%
245-729.000-792.000 BANNERS	6,180	6,365	3.0%
245-729.000-793.000 SNOWMAN STROLL	30,439	31,352	3.0%
245-729.000-794.000 SMALL BUSINESS SATURDAY	2,673	2,753	3.0%
245-729.000-805.000 CONTRACTUAL SERVICES			
245-729.000-995.002 EQUIPMENT RENTAL	10,052	10,692	6.4%
Total Appropriations:	602,259	620,432	3.0%
Net of Revenues & Apj Net of Revenues & Appropriatio	36,298	21,453	



City of Rochester

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

MEMORANDUM

Date: April 11, 2025
To: Mayor and City Council
From: Lee Ann O'Connor, City Clerk
Subject: Zoning Ordinance Public Hearing CANCELLATION

The Planning Commission held a Public Hearing on Monday, April 7, 2025 for consideration of the new Zoning Ordinance, however, they did not recommend proceeding to the City Council at this time.

Since City Council schedule a Public Hearing for April 28, 2025 for Introduction and First Reading of the Zoning Ordinance, it should be cancelled until the next available date.

ACTION: City Council hereby cancels the Public Hearing scheduled for April 28, 2025 for Introduction and First Reading of the new Zoning Ordinance until the next available date.



City of Rochester

400 Sixth Street
Rochester, MI 48307
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F: (248) 651-2624
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To: Honorable Mayor and City Council Members

From: Nik Banda, City Manager

Date: April 8, 2025

RE: Request from Champion Development Group to update City Council on former Solaronics Site (704 Woodward) Environmental Conditions.

We are in receipt of the accompanying letter from the Champion Development Group who is requesting an audience with your Honorable body to bring you up to date on their latest findings regarding the contamination they investigated at the former Solaronics site. Unfortunately, the site is more contaminated than was first thought, and along with their recent correspondence from the Brownfield representatives at EGGLE rejecting the 1 million dollar grant they were pursuing in the City's name, they want to discuss obtaining support from the City Council to pursue a Brownfield plan with the City for the cleanup of the site.

Representatives of their Team will be present Monday night to make a presentation to you and seek your approval to move on to the next steps in the process.



April 4, 2025

Mr. Nik Banda City
of Rochester 400
Sixth Street
Rochester, MI 48307

Subject: **The Trails at Paint Creek (The Solaronics property)
704 Woodward Ave.
Brownfield Request**

Dear Mr. Banda,

As we move forward with the construction documents, permitting and construction phase of the above referenced project, we have also had to resolve the specific plans to address the existing environmental conditions at the property. We have engaged PM Environmental, a highly recognized local environmental consultant, to test, analyze the existing conditions and prepare a remediation plan to allow for the construction of the proposed 45 Townhouse residences. From their work, here is a brief summary of characteristics regarding conditions and the plan.

Conditions Summary / Remediation Plan

The existing 3.81 acre parcel has been occupied by a variety of industrial users over the past 70+ years. Solaronics vacated the property in approximately 2020. PM Environmental has recently completed a variety of inspections and analysis and have produced a number of reports including a Phase I, Phase II Environmental Assessment.

From this investigative work, they have discovered a variety of existing environmental conditions that will require different forms of remediation to support the construction of the proposed new residential Townhouse units. A highly condensed summary of these remediation scope items include:

- Proper transport and disposal of contaminated soil and clean fill required for development of the property.
- Installation of specialty gasketing and liners necessary to prevent corrosion of utility piping, migration, and unacceptable exposure to hazardous substances.
- Placement of a liner around the new stormwater detention system to prevent any cross contamination of groundwater with stormwater.
- Proper treatment of existing groundwater during construction to prevent exacerbation of to other areas of the site during construction.
- Installation of a vapor mitigation systems for all new residential structures.

Remediation Cost / Funding Discussion

Based on historic, dated environmental data, there was an initial understanding that the contamination issues at the property could be addressed for around \$900,000. Also, there was an expectation that the project would be eligible for an EGLE Grant for up to \$1,000,000 to address this original remediation scope. To move this project forward, we have had to complete additional sub surface investigations in

April 4, 2025
Brownfield Request Outline
704 Woodward Ave (Solaronics Site)

order to fully understand site conditions and complete a comprehensive scope of work that needs to be undertaken to address the environmental conditions and make the property safe for future residents. Substantial investment is necessary based on this updated and expanded scope. It has been determined that the updated cost to execute the current required Remediation Plan is estimated to be approximately \$3,000,000+/- . A detailed estimate of these remediation costs is attached for convenient reference.

In addition to the unforeseen remediation costs, we have just been informed that this project is no longer eligible to receive the expected EGLE Grant funding due to recent changes in policy. (See email response from the EGLE representative this week).

B Bakun, Michelle (EGLE)
to Sara, michaelnadolski2, me, Len ▾

Apr 1, 2025, 8:45 AM (1 day ago) ☆ 😊 ↶

Good morning,,

I was able to discuss the scenario of receiving a grant for the redevelopment project as proposed. Because the project is a owner-occupied residential development that will require long-term obligations, including a vapor mitigation system and direct contact barriers, EGLE cannot support the project will a grant, regardless of whether the grant would be used for these specific activities. If the project was not owner-occupied, EGLE would be able to consider the project.

If you have any questions, please give me a call.

Best,
Michelle Bakun
Brownfield Assessment and Redevelopment Section
EGLE

As a result of this change in EGLE policy, we are respectfully requesting the Brownfield Redevelopment Authority and City Council consider reimbursement of the eligible costs to address the historic industrial contamination. We are preparing a Brownfield Plan and Application for submission to the Brownfield Redevelopment Authority. We look forward to working with the City in order to reclaim this contaminated property and bring into a higher use that showcases the beautiful Paint Creek and brings new residents to this wonderful community.

Regards,



Len Nadolski
Champion Development Group

CC: Adam Patton – PM Environmental Sara Jo
Shipleigh – PM Environmental
Michael Nadolski – Champion Development Group Doug
Hamborsky – Champion Development Group

April 4, 2025
Brownfield Request Outline
704 Woodward Ave (Solaronics Site)

704 Woodward Ave, Rochester, MI
 Eligible Brownfield Activities

Table 1a: Eligible Activities Cost Estimates - Environmental				
EGLE Act 381 Eligible Activities				
Work Plan Exempt Activities - Assessment	Quantity	Unit	Unit Cost	Total
Phase I ESA	1	LS	\$ 2,800	\$ 2,800
Phase II ESA	1	LS	\$ 79,120	\$ 79,120
BEA	1	LS	\$ 5,000	\$ 5,000
Hazardous Materials Survey	1	LS	\$ 3,080	\$ 3,080
Work Plan Exempt Activities - Assessment Sub-Total				\$ 90,000
Work Plan Exempt Activities - Due Care Planning	Quantity	Unit	Unit Cost	Total
Due Care Investigation	1	LS	\$ 20,000	\$ 20,000
Due Care Plan - Construction Phase Management Plan	1	LS	\$ 5,000	\$ 5,000
Work Plan Exempt Activities - Due Care Planning Sub-Total				\$ 25,000
Department Specific Activities	Quantity	Unit	Unit Cost	Total
<i>Vapor Mitigation System</i>				
Vapor Mitigation System Design	1	T&M	\$ 40,000	\$ 40,000
Vapor Mitigation System Installation	40,500	SF	\$ 15	\$ 607,500
Vapor System Prove Out Testing	1	LS	\$ 50,000	\$ 50,000
Vapor System Operation and Maintenance (Year 1)	1	LS	\$ 50,000	\$ 50,000
<i>Barriers, Liners, and Gasketing</i>				
Utility Migration Barriers	6	Each	\$ 3,500	\$ 21,000
Water Utility Gasketing -Viton	114	Each	\$ 200	\$ 22,800
Marmac CR 8"	112	Each	\$ 100	\$ 11,200
Marmac CR 18"	100	Each	\$ 200	\$ 20,000
Demarcation Barrier - Dermal Contact	12,500	SF	\$ 1	\$ 15,625
Pond Liner	9,547	Surface Area	\$ 2	\$ 19,094
<i>Surface Cover</i>				
12" Surface Cover	775	Ton	\$ 25	\$ 19,375
<i>Contaminated Water Management</i>				
Frac Tank Rental	6	Month	\$ 1,750	\$ 10,500
Contaminated Water Treatment and Disposal	403,671	Gallon	\$ 0.10	\$ 40,367
Contaminated Water Treatment Mobilization and Demobilization	1	Each	\$ 50,000	\$ 50,000
WWTP Ops Allowance	2	Month	\$ 45,000	\$ 90,000
Permit Required Monitoring Allowance	1	Each	\$ 45,000	\$ 45,000
<i>Contaminated Soil Transport and Disposal</i>				
Non-Hazardous Contaminated Soil Transport	18,375	Ton	\$ 10	\$ 183,750
Non-Hazardous Contaminated Soil Disposal	18,375	Ton	\$ 25	\$ 459,375
<i>Excavation Activities - allowance for DC Barrier</i>				
Excavation	463	CY	\$ 15	\$ 6,945
Transport	775	Ton	\$ 10	\$ 7,750
Disposal	775	Ton	\$ 25	\$ 19,375
<i>Demolition Response Activities</i>				
Closed in place UST Removal	2	Each	\$ 23,000	\$ 46,000
<i>Oversight, Sampling and Reporting</i>				
Field Oversight	75	Days	\$ 1,850	\$ 138,750
Project Management	1	LS	\$ 25,000	\$ 25,000
Laboratory Analytical Allowance	1	LS	\$ 20,000	\$ 20,000
Reporting	1	LS	\$ 20,000	\$ 20,000
Department Specific Activities Sub-Total				\$ 2,039,408
Demolition	Quantity	Unit	Unit Cost	Total
Building and Site Demolition				\$ 300,000
Demolition Sub-Total				\$ 300,000
Lead, Asbestos, and Mold Abatement, Universal Waste	Quantity	Unit	Unit Cost	Total
Asbestos Abatement				\$ 77,000
Abatement Air Monitoring, Oversight, Reporting				\$ 23,000
Lead, Asbestos, and Mold Abatement, Universal Waste Sub-Total				\$ 100,000
Eligible Activities Sub-Total				\$ 2,554,408
15% Contingency				\$ 369,661
Brownfield Plan and Act 381 Work Plan Preparation				\$ 15,000
Brownfield Plan and Act 381 Work Plan Implementation				\$ 15,000
EGLE Eligible Activities Total Costs				\$ 2,954,069



City of Rochester

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

MEMORANDUM

Date: April 7, 2025
To: Mayor Salvia and Council Members
From: Nicholas Schaefer, Director of Public Works
Jason Dickinson, Superintendent DPW
Subject: West Nile Virus Prevention Reimbursement Program
Anticipated Budget Impact: \$149.96 from GL: 202-463.000-782.000
\$149.96 from GL: 203-463.000-782.000

Issue: Oakland County requires communities participating in their West Nile Virus Prevention Reimbursement Program to pass a resolution approving participation in this program.

Analysis: Oakland County has provided funding since 2003 to local units of government to address concerns related to the West Nile Virus.

City staff has previously received approval from Oakland County to purchase larvicide briquettes that DPW staff will place into each catch basin throughout the City to kill mosquito larvae. Experts believe this method is one of the most cost-effective measures to address the problem of mosquitos and the West Nile Virus.

To receive funding reimbursement for the purchase of the briquettes, it is necessary for the City Council to adopt a resolution authorizing the City to submit a reimbursement request under the West Nile Virus Prevention Reimbursement Program. The program reimburses Rochester up to \$1,666.36 for the cost of the larvicide briquettes. The 2025 cost estimate for purchasing the tablets is \$1,966.28. This results in a net cost of \$299.92 after reimbursement, which is included in the current year's maintenance materials budget.

Requested Action: City Staff are requesting the City Council adopt a resolution authorizing the City Manager to submit a reimbursement request to Oakland County in the amount of \$1.666.36 under the West Nile Virus Prevention Reimbursement Program.

Attachment(s):

- (1) Project Plan Letter
- (2) OCHD Reimbursement Program Letter
- (3) Quote from Clarke for Larvicide



City of Rochester

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

April 7, 2025

Ms. Genessa Doolittle
Oakland County Health Division
1200 N Telegraph 34E
Pontiac, MI 48341-0432

Re: City of Rochester West Nile Virus Program
Project Plan Municipality: City of Rochester

Contact names: Jason Dickinson
Jill Gaffke
Contact phone: 248-651-5165
Contact emails: jdickinson@rochestermi.org
jgaffke@rochestermi.org

Dear Ms. Doolittle,

The City of Rochester has 4 cases of Natular XRT larvicide in inventory from last year's stock.

During the month of May, the City's DPW crews will use the City's sewer vector truck to clean storm sewer catch basins within the City of Rochester. During an appropriate period in May, weather permitting, DPW employees will sample four different test locations of catch basins for mosquito larvae. When 60% of larvae have been detected in those sample locations, we will begin larvicide application of all storm sewer catch basins.

This spring, we will purchase two additional boxes of Natular XRT larvicide to add to our stock to complete the application. This cost is approximately \$1,966.28 which is over the maximum reimbursement for which the City of Rochester is eligible. The City of Rochester is aware that we have been allotted \$1,666.36 and will be responsible for the remainder of the purchase price.

Should you require any further information to process our request, please feel free to contact us.

Sincerely,

Jason Dickinson
Public Works Superintendent

Attachment: Quotation from Clarke for Larvicide



OAKLAND COUNTY EXECUTIVE DAVID COULTER

HEALTH DIVISION

Kate Guzmán, Health Officer
(248) 858-1280 | health@oakgov.com

March 6, 2025

Dear Oakland County Municipality,

The 2025 West Nile (WNV) Prevention Reimbursement amount for the City of Rochester is \$1,666.36.

Requirements for reimbursement are as follows:

- Project Plan due **April 25, 2025**
- Resolution due **June 13, 2025**
- Invoices and Proof of Payment due **August 15, 2025**

Specifics regarding these requirements will be covered during the training event on March 25, and any further questions can be answered by Genessa Doolittle at doolittleg@oakgov.com or by phone at 248-496-4590.

Sincerely,

OAKLAND COUNTY HEALTH DIVISION
Department of Health and Human Services

Kate Guzmán, RN, BSN, MS
Health Officer



Clarke Mosquito Control Products

675 Sidwell Ct.
 St. Charles IL 60174
 United States
 Phone:(630) 894-2000
 Fax:(630) 832 9344
 www.clarke.com

QUOTATION

// COPY //

Quotation no	Order date	Date
0002035831	4/3/25	4/3/25
Salesperson	Currency	Valid to
1097 Tom Kessler	USD US Dollar	5/3/25

Customer	
005111	
Invoice address	
City of Rochester 400 6th Street Rochester, MI 48307-1400 248-651-5165	
Customer PO#	Your order date
	4/3/25
Your reference	Written by
Jill Gaffke	Rebecca Matillano

Consignee	
005111	
Delivery Address	
City of Rochester 1141 Wilcox Street Rochester, MI 48307-1154 248-651-5165	
Delivery terms	Delivery method
Prepaid Freight	United Parcel Post
	Payment terms
	Net 30 Days

Line	Item number	Product Description	Quantity	U/M	Requested Date	Sales price	Extended Price
1	11850	NATULAR XRT TABLET	2	cs	4/3/25	983.14	1,966.28
		US EPA Current Label					

Subtotal	USD	1,966.28
Order total	USD	1,966.28
Total	USD	1,966.28



City of Rochester

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

OAKLAND COUNTY WEST NILE VIRUS PREVENTION REIMBURSEMENT PROGRAM 2025

RESOLUTION 2025-_____

WHEREAS, the Oakland County Board of Commissioners has established a West Nile Virus Prevention Reimbursement Program to assist Oakland County communities in addressing mosquito control activities; and

WHEREAS, the program helps facilitate activities intended to reduce incidents of the West Nile Virus through defining and reducing conditions that promote mosquito-breeding sites, applying larvicide where applicable and educating the public regarding breeding site recognition and personal preventative measures;

NOW, THEREFORE, BE IT RESOLVED, that the Rochester City Council authorizes and directs the City Manager to enroll in, and fulfill the requirements of, the Oakland County West Nile Virus Prevention Reimbursement Program.

Made and passed this 14th day of April, 2025

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 April 14, 2025.

Lee Ann O'Connor, City Clerk

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank A1 ACCOUNTS PAYABLE					
04/03/2025	1120 (E)	MERS	MERS	MERS PAYMENT MARCH 2025	90,146.65
			MERS	MERS PAYMENT FEBRUARY 2025	90,043.90
					<u>180,190.55</u>
04/03/2025	140277	ABSOPURE WATER COMPANY	ABSOPURE WATER COMPANY	ABSOPURE WATER FOR DPW GARAGE & ADMI	8.00
			ABSOPURE WATER COMPANY	ABSOPURE WATER COOLER FOR PARKS - C&	4.00
			ABSOPURE WATER COMPANY	ABSOPURE SPR 5GAL AND BOTTLE DEPOSIT	13.90
			ABSOPURE WATER COMPANY	ABSOPURE DIS 5GAL AND BOTTLE DEPOSIT	92.35
					<u>118.25</u>
04/03/2025	140278	ACCURATE EMPLOYMENT SCREENING,	ACCURATE EMPLOYMENT SCREENING,	BACKGROUND STANEC, PITCHFORD, KRUMWI	270.70
04/03/2025	140279	AMERIGAS PROPANE LP	AMERIGAS PROPANE LP	PARKS PROPANE DELIVERY FOR HEAT FOR	2,809.57
04/03/2025	140280	ANTHONY MOGGIO	ANTHONY MOGGIO	TRAVEL REIMBURSEMENT 3/29/25-3/30-25	212.80
04/03/2025	140281	APPLIED INNOVATION	APPLIED INNOVATION	PLOTTER CONTRACT 03/25 TO 04/24/25	74.86
04/03/2025	140282	AQUATEST LABORATORIES, INC	AQUATEST LABORATORIES, INC	WATER DEPARTMENT BAC-T SAMPLING MP	532.00
04/03/2025	140283	BADGER METER INC.	BADGER METER INC.	BADGER METER- MBL HOSTING SERV UNIT	236.20
04/03/2025	140284	BARCO PRODUCTS COMPANY	BARCO PRODUCTS COMPANY	BRONZ PLAQ SIT STAY CODY SALLY BLUE	210.20
04/03/2025	140285	BLACK DIAMOND COMMUNICATIONS	BLACK DIAMOND COMMUNICATIONS	REPLACEMENT CAMERA INSTALL & PROGRAM	341.20
04/03/2025	140286	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	835.10
			BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	71.76
			BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	23.96
					<u>930.82</u>
04/03/2025	140287	BRIAN CLAYCOMB	BRIAN CLAYCOMB	MARCH 2025 INSPECTIONS	2,247.00
04/03/2025	140288	CERTASITE, LLC	CERTASITE, LLC	FIRE EXTINGUISHER INSPECTION	119.07
			CERTASITE, LLC	DINOSAUR HILL ANNUAL FIRE EXT SERVIC	125.52
			CERTASITE, LLC	PARKS DEPT ANNUAL FIRE EXT SERVICING	340.30
			CERTASITE, LLC	RUNYON LIFT STATION (CREEKSIDE) ANN	12.26
			CERTASITE, LLC	DPW ANNUAL FIRE EXT SERVICING	913.62
					<u>1,510.77</u>
04/03/2025	140289	CHARTER TOWNSHIP OF SHELBY	CHARTER TOWNSHIP OF SHELBY	WATER USAGE FEBRUARY 2025	66,572.90
04/03/2025	140290	CITY OF ROCHESTER HILLS	CITY OF ROCHESTER HILLS	BANNER INVOICE MARCH 2025	1,197.95
			CITY OF ROCHESTER HILLS	APPARATUS REPAIR 45111,45122,45129,4	3,717.07
					<u>4,915.02</u>
04/03/2025	140291	CITY OF ROCHESTER HILLS	CITY OF ROCHESTER HILLS	SEWER SERVICES FOR HARDING (844,838,	333.24
04/03/2025	140292	CITY OF ROCHESTER-592	CITY OF ROCHESTER-592	CYCLE 1 WATER/SEWER BILLS	2,541.74
04/03/2025	140293	CTS COMPANIES INC	CTS COMPANIES INC	TELEPHONE SYSTEM CONTRACT APRIL 2025	3,912.53
04/03/2025	140294	DEPENDABLE WHOLESALE INC	DEPENDABLE WHOLESALE INC	TIRES AND DISMOUNT & MOUNTING FOR #7	6,832.98
			DEPENDABLE WHOLESALE INC	TIRES AND DISMOUNT & MOUNTING FOR #6	2,254.57
			DEPENDABLE WHOLESALE INC	TIRES AND DISMOUNT & MOUNTING FOR #5	670.00
					<u>9,757.55</u>
04/03/2025	140295	DINOSAUR HILL NATURE PRESERVE	DINOSAUR HILL NATURE PRESERVE	DINOSAUR HILL DISBURSEMENT JAN - MAR	7,000.00
04/03/2025	140296	DTE ENERGY	DTE ENERGY	DTE INVOICES	25,650.74
04/03/2025	140297	ENVIRONMENTAL WOOD SOLUTIONS	ENVIRONMENTAL WOOD SOLUTIONS	WOOD CHIPS DUMP CHARGE	24.10
04/03/2025	140298	ERNIE'S ON THE CREEK	ERNIE'S ON THE CREEK	REDEEMED GIFT CERTIFICATES	100.00
04/03/2025	140299	EVERON	EVERON	ALARM SYSTEM AT DINOSAUR HILL MAY 20	77.64
04/03/2025	140300	GARRY'S COLLISION	GARRY'S COLLISION	ACCIDENT REPAIR-67 INSURANCE CK ISSU	6,843.06

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
04/03/2025	140301	GIVE THANKS BAKERY & CAFE	GIVE THANKS BAKERY & CAFE	REDEEMED GIFT CERTIFICATES	50.00
04/03/2025	140302	GREAT LAKES WATER AUTHORITY	GREAT LAKES WATER AUTHORITY	INDUSTRIAL WASTEWATER CHARGES FOR PF	166.98
04/03/2025	140303	HILTI INC	HILTI INC	RESCUE TOOL RENTAL	430.00
04/03/2025	140304	HYDROCORP	HYDROCORP	CROSS CONNECTION CONTROL PROG INSPEC	4,307.00
			HYDROCORP	CROSS CONNECTION CONTROL PROGRAM INS	1,258.00
					<u>5,565.00</u>
04/03/2025	140305	JENNA O'DELL	JENNA O'DELL	2025 NATIONAL MAIN STREETS CONFERENC	200.00
04/03/2025	140306	JOELLEN HAINES	JOELLEN HAINES	MILEAGE TO AND FROM HR CONF AT MCCC	32.48
04/03/2025	140307	KRISTINA K. TREVARROW	KRISTINA K. TREVARROW	2025 NATIONAL MAIN STREETS CONFERENC	200.00
04/03/2025	140308	MACQUEEN	MACQUEEN	MVP PARTS VEH# 713 - PULLEY	75.34
			MACQUEEN	MVP PARTS VEH# 713- CABLE, CHECK VAI	363.98
					<u>439.32</u>
04/03/2025	140309	MASONIC BUILDING AUTHORITY	MASONIC BUILDING AUTHORITY	PARKING LOT RENTAL	1,378.12
04/03/2025	140310	MICHIGAN BUSINESS CONNECTION,	MICHIGAN BUSINESS CONNECTION,	LOAN PAYMENT FOR 265 E SECOND, LOAN	15,143.31
04/03/2025	140311	MICHIGAN MUNICIPAL LEAGUE	MICHIGAN MUNICIPAL LEAGUE	MML UNEMPLOYMENT - 1ST QUARTER - 202	509.07
04/03/2025	140312	MORLEY CANDY MAKERS	MORLEY CANDY MAKERS	REDEEMED GIFT CERTIFICATES	70.00
04/03/2025	140313	MR. FURNACE	MR. FURNACE	REPAIR HEATER FOR APPARATUS BAYS	909.00
04/03/2025	140314	NICHOLS PAPER & SUPPLY CO	NICHOLS PAPER & SUPPLY CO	JANITORIAL SUPPLIES FOR CITYHALL/POI	370.78
04/03/2025	140315	OAKLAND ANIMAL HOSPITAL, P.C.	OAKLAND ANIMAL HOSPITAL, P.C.	REDEEMED GIFT CERTIFICATES	150.00
04/03/2025	140316	PENN STATION EAST	PENN STATION EAST	REDEEMED GIFT CERTIFICATES	100.00
04/03/2025	140317	PRIORITY WASTE	PRIORITY WASTE	APRIL 2025 TRASH CONTRACT - RESIDENTI	79,374.23
04/03/2025	140318	QUILL COMMUNICATIONS, INC.	QUILL COMMUNICATIONS, INC.	SPRING SUMMER ROCHESTER NEWSLETTER	1,400.00
04/03/2025	140319	REZ-COMM, INC	REZ-COMM, INC	POST OFFICE - REMOVE & REPLACE 35 FE	2,615.00
04/03/2025	140320	RIC-MAN CONSTRUCTION	RIC-MAN CONSTRUCTION	UB refund for account: HYDR-000001-C	194.32
04/03/2025	140321	ROAD COMMISSION OF OAKLAND CO.	ROAD COMMISSION OF OAKLAND CO.	TRAFFIC SIGNAL MAINTENANCE-DTE ENERG	530.92
04/03/2025	140322	ROCHESTER PLUMBING & HEATING	ROCHESTER PLUMBING & HEATING	POLICE DEPT - INSTALL ELECTRIC BASEE	1,448.00
			ROCHESTER PLUMBING & HEATING	POLICE DEPARTMENT (GARAGE) - INSTALI	2,989.00
					<u>4,437.00</u>
04/03/2025	140323	ROCKET ENTERPRISE, INC	ROCKET ENTERPRISE, INC	CEMETERY - REROPE 3 FLAG POLES	300.00
04/03/2025	140324	SHAUN HAYES	SHAUN HAYES	2025 NATIONAL MAIN STREETS CONFERENC	200.00
04/03/2025	140325	SPENCER OIL COMPANY	SPENCER OIL COMPANY	87 OCT UNLEADED W/ 10% ETHANOL FUEL	4,781.13
			SPENCER OIL COMPANY	87 OCT UNLEADED W/ 10% ETHANOL FUEL	4,614.28
			SPENCER OIL COMPANY	DYED DIESEL FUEL 428.9 GAL DELIVEREI	1,233.61
					<u>10,629.02</u>
04/03/2025	140326	SUPERIOR EXCAVATING	SUPERIOR EXCAVATING	EMERGENCY WATERMAIN BREAK REPAIR - 1	35,561.25
04/03/2025	140327	TAYLOR KNUTH	TAYLOR KNUTH	2025 NATIONAL MAIN STREETS CONFERENC	200.00
04/03/2025	140328	TELUS COMMUNICATIONS (U.S.) IN	TELUS COMMUNICATIONS (U.S.) IN	MVP- SKYHAWK CONNECT ANYWHERE MONTHI	113.28
04/03/2025	140329	THE SPICE & TEA EXCHANGE	THE SPICE & TEA EXCHANGE	REDEEMED GIFT CERTIFICATES	100.00
04/03/2025	140330	ULLIANCE INC	ULLIANCE INC	ULLIANCE EAP 2ND QTR 2025	750.00
04/03/2025	140331	ULYSSES HERNANDEZ	ULYSSES HERNANDEZ	HEALTH INSURANCE REIMBURSEMENT HERN	500.00
04/03/2025	140332	VAN HORN TRUCK PARTS INC.	VAN HORN TRUCK PARTS INC.	MVP FILTER STOCK	35.94
04/07/2025	1121 (A)	BOND ELECTRIC, LLC	BOND ELECTRIC, LLC	MARCH 2025 INSPECTIONS	3,017.70
04/07/2025	1122 (A)	DLZ MICHIGAN INC	DLZ MICHIGAN INC	PROJ 2445777900 FY 2024-2025 MS4	205.50
			DLZ MICHIGAN INC	PROJ 2545784700 2025 GENERAL ENGINE	205.50
					<u>411.00</u>
04/07/2025	1123 (A)	DTN LLC	DTN LLC	WEATHER APP CHARGES FOR DPW 4/28/202	144.43
04/07/2025	1124 (A)	EASYPERMIT POSTAGE	EASYPERMIT POSTAGE	POSTAGE REFILL PERMIT #1091 - MAR 20	6,698.56
04/07/2025	1125 (A)	JODY ALLEN KINJORSKI	JODY ALLEN KINJORSKI	MARCH 2025 INSPECTIONS	1,621.50

04/04/2025 02:48 PM
User: CMEYERS
DB: Rochester

CHECK REGISTER FOR CITY OF ROCHESTER
CHECK DATE FROM 04/03/2025 - 04/07/2025

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
04/07/2025	1126 (A)	LAW OFFICES OF JEFFREY S KRAGI	LAW OFFICES OF JEFFREY S KRAGI	PROFESSIONAL SERVICES THROUGH FEBRU	4,333.33
				PROFESSIONAL SERVICES THROUGH FEBRU	11,961.00
					<u>16,294.33</u>

A1 TOTALS:

Total of 63 Checks:	508,255.98
Less 0 Void Checks:	0.00
Total of 63 Disbursements:	<u>508,255.98</u>

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank A1 ACCOUNTS PAYABLE					
03/27/2025	140235	21ST CENTURY MEDIA - MICHIGAN	21ST CENTURY MEDIA - MICHIGAN	OAKLAND PRESS LEGAL FEBRUARY 2025	769.85
03/27/2025	140236	AUGER KLEIN ALLER ARCHITECTS	IAUGER KLEIN ALLER ARCHITECTS	IADDITIONAL SERVICES FOR THE GRAHAM	25,925.00
03/27/2025	140237	BETTER PAINTING	BETTER PAINTING	PARKS PAVILION BATHROOM AND COMFORT	5,232.00
			BETTER PAINTING	CITY HALL - REMOVE OLD RADIANT HEATE	4,920.00
			BETTER PAINTING	CITY HALL - SCRAPE/SAND METAL BEAMS	1,650.00
			BETTER PAINTING	CITY HALL POLICE STATION KITCHEN REM	10,000.00
					<u>21,802.00</u>
03/27/2025	140238	BLOOMINGDALE HOMES INC	BLOOMINGDALE HOMES INC	BD Bond Refund	1,500.00
03/27/2025	140239	CHARLES SIBERT	CHARLES SIBERT	APRIL STUDIO LEASE	2,797.13
03/27/2025	140240	CLASSIC APPRECIATION	CLASSIC APPRECIATION	VEHICLE MAINTENANCE	1,360.00
03/27/2025	140241	CONSUMERS ENERGY	CONSUMERS ENERGY	APRIL 2025 CONSUMERS ENERGY	4,438.66
03/27/2025	140242	COSE DI LUSSO	COSE DI LUSSO	REDEEMED GIFT CERTIFICATES	50.00
03/27/2025	140243	CULLIGAN OF ROMEO	CULLIGAN OF ROMEO	N GARAGE AND ADMIN BLDGS WATER SOFTE	228.00
03/27/2025	140244	CULLIGAN OF ROMEO	CULLIGAN OF ROMEO	N GARAGE AND ADMIN BLDGS WATER SOFTE	269.00
03/27/2025	140245	CULLIGAN OF ROMEO	CULLIGAN OF ROMEO	CITY HALL WATER SOFTENER - SOLAR 40	24.50
03/27/2025	140246	CULLIGAN OF ROMEO	CULLIGAN OF ROMEO	CITY HALL WATER SOFTENER CHARGES 3/	100.00
03/27/2025	140247	CUMMINS BRIDGEWAY, LLC	CUMMINS BRIDGEWAY, LLC	FIRE DEPT. GENERATOR PLANNED MAINTEN	384.09
03/27/2025	140248	DAN'S EXCAVATING, INC.	DAN'S EXCAVATING, INC.	LIGHT POLE INSTALLATIONS	73,440.00
03/27/2025	140249	DAVEY TREE EXPERT COMPANY	DAVEY TREE EXPERT COMPANY	LIQUID HUMATE APPLICATION - (LOCALS)	603.00
03/27/2025	140250	DR. RICHARD STAMPS	DR. RICHARD STAMPS	2025 FOUNDERS DAY ALTERNATIVE GUEST	100.00
03/27/2025	140251	DTE ENERGY	DTE ENERGY	DTE STATEMENTS	5,097.98
03/27/2025	140252	ENVIRONMENTAL WOOD SOLUTIONS	ENVIRONMENTAL WOOD SOLUTIONS	GRIND, TRANSPORT, DISPOSE OF 26.53 T	1,048.97
			ENVIRONMENTAL WOOD SOLUTIONS	GRIND, TRANSPORT, DISPOSE OF 523.41	20,699.03
			ENVIRONMENTAL WOOD SOLUTIONS	WOOD CHIPS DUMP CHARGE	24.95
					<u>21,772.95</u>
03/27/2025	140253	KIMI K SALON & SPA	KIMI K SALON & SPA	REDEEMED GIFT CERTIFICATES	50.00
03/27/2025	140254	LYTLE PHARMACY	LYTLE PHARMACY	REDEEMED GIFT CERTIFICATES	160.00
03/27/2025	140255	MACQUEEN	MACQUEEN	MVP PARTS VEH# 713- CONNECTORS, SPRA	82.86
03/27/2025	140256	MICHIGAN CHANDELIER CO.	MICHIGAN CHANDELIER CO.	MAINTAIN REPAIR	85.99
03/27/2025	140257	MICHIGAN DEPT OF TREASURY	MICHIGAN DEPT OF TREASURY	EMS QUALITY CONTROL FEE	673.85
03/27/2025	140258	MIKE'S PUMP SERVICE	MIKE'S PUMP SERVICE	POWERWASHER REPAIR PARTS	169.00
03/27/2025	140259	MISSION COMMUNICATIONS LLC	MISSION COMMUNICATIONS LLC	RADIO REPLACEMENT	3,575.00
03/27/2025	140260	NICHOLS PAPER & SUPPLY CO	NICHOLS PAPER & SUPPLY CO	JANITORIAL SUPPLIES FOR CITYHALL/POI	32.98
			NICHOLS PAPER & SUPPLY CO	JANITORIAL SUPPLIES FOR PARKS- TOII	300.04
					<u>333.02</u>
03/27/2025	140261	PLATINUM OFFICE CLEANING LLC	PLATINUM OFFICE CLEANING LLC	MARCH STUDIO CLEANING	275.00
03/27/2025	140262	PRINTWELL	PRINTWELL	ROCHESTER DDA - POSTAGE PAYMENT	8,976.06
03/27/2025	140263	PUTMAN AND SONS PLUMBING INC.	PUTMAN AND SONS PLUMBING INC.	PLUMBING REPAIR	669.44
03/27/2025	140264	ROCHESTER BRUNCH HOUSE	ROCHESTER BRUNCH HOUSE	REDEEMED GIFT CERTIFICATES	275.00
03/27/2025	140265	SAM BERNSTEIN LAW FIRM	SAM BERNSTEIN LAW FIRM	REFUND FOR FOIA- PHOTOS WERE EMAILEI	110.00
03/27/2025	140266	SHANNON IRISH DANCE ACADEMY	SHANNON IRISH DANCE ACADEMY	2025 FOUNDERS DAY IRISH DANCE ACADEM	250.00
03/27/2025	140267	SLC METER LLC	SLC METER LLC	WATER DISTRIBUTION: 1" METER TEST	54.40
03/27/2025	140268	SOUTH STREET SKATESHOP	SOUTH STREET SKATESHOP	REDEEMED GIFT CERTIFICATES	25.00
03/27/2025	140269	SOUTHEASTERN OAKLAND COUNTY	SOUTHEASTERN OAKLAND COUNTY	SOCPPWA 2025 MEMBERSHIP DUES - 2 MEME	125.00
03/27/2025	140270	SPENCER OIL COMPANY	SPENCER OIL COMPANY	87 OCT UNLEADED W/ 10% ETHANOL FUEL	3,145.89
			SPENCER OIL COMPANY	DYED DIESEL FUEL 451.1 GAL DELIVEREB	1,078.84
					<u>4,224.73</u>
03/27/2025	140271	STRYKER SALES CORPORATION	STRYKER SALES CORPORATION	BATTERIES SRF	3,062.40

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
03/27/2025	140272	SUB-AQUATICS INC	SUB-AQUATICS INC	SCBA AIR COMPRESOR	29,993.44
03/27/2025	140273	THE ACCUMED GROUP	THE ACCUMED GROUP	MEDICAL BILLING	1,554.76
03/27/2025	140274	TOMMASO CAPORUSCIO	TOMMASO CAPORUSCIO	MARCH 2025 INSPECTIONS	440.00
03/27/2025	140275	VAN HORN TRUCK PARTS INC.	VAN HORN TRUCK PARTS INC.	MVP PARTS FOR VEH# 710 - MUD FLAPS	23.98
03/27/2025	140276	ZEP SALES & SERVICE	ZEP SALES & SERVICE	CLEANING SUPPLIES	191.06
03/31/2025	1116(A)	CONTRACTORS CONNECTION INC.	CONTRACTORS CONNECTION INC.	WATER DISTRIBUTION TOOLS & EQUIP - E	54.40
03/31/2025	1117(A)	NYE UNIFORM	NYE UNIFORM	UNIFORM ALLOWANCE-RIBLETT	2.00
			NYE UNIFORM	UNIFORM ALLOWANCE-HARPER	133.50
			NYE UNIFORM	UNIFORM ALLOWANCE-FIRMAN	142.50
			NYE UNIFORM	UNIFORM ALLOWANCE-SIMON	70.00
					<u>348.00</u>
03/31/2025	1118(A)	STEVEN JEROME JOHNSON II	STEVEN JEROME JOHNSON II	MARCH 2025 INSPECTIONS	435.90
03/31/2025	1119(A)	SUN LIFE FINANCIAL	SUN LIFE FINANCIAL	SUNLIFE MONTHLY VOLUNT POLICY 834649	2,443.78
					<u><u>2,443.78</u></u>

A1 TOTALS:

Total of 46 Checks:	219,324.23
Less 0 Void Checks:	0.00
Total of 46 Disbursements:	<u><u>219,324.23</u></u>



City of Rochester

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

Rochester Historical Commission Regular Meeting Agenda

Chairperson: William Pietrzyk, Vice Chairman: TBD
Secretary: TBD, Treasurer: Cy Saverino, Archives & Accessions Liaison: Lynn Anderson
Greater Rochester Heritage Days Liaison: Don Sienkiewicz, Rochester Cemetery Commission:
William Pietrzyk, Downtown Development Authority (DDA): Don Sienkiewicz,
RHC Members: Gail Bothwell, Robert Michalka, Patrica Kane
Rochester City Council Liaison: Steve Sage, Alternate Kay Johnson

400 Sixth Street	March 27, 2025	7:00 pm
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- Call to order
- Approval of meeting minutes – None
- Treasurers Report – Cy
 - 2025 Budget Report Ending Date Febuary 28, 2025
- Secretary Report – NonerCommunications – Bill/Cy
- Update on Historical Plaque Program – Lynn
- Van Hoosen Museum Update on Archive Project- Lynn
- RHC Liaison Reports
 - Archives & Accessions – Lynn
 - Update on Founder’s Day March 23, 2025– Steve/Bill
 - DDA – Don
 - 2026 Greater Rochester Heritage Days Results – Don
 - Rochester Cemetery Commission – Bill
 - Number of Sales of DUR Book – Cy
 - America 250 th Project-Steve
 - Unfinished and New Business
- Miscellaneous
- Adjournment: **Next Meeting April 24, 2024**



ROCHESTER AREA YOUTH ASSISTANCE BOARD OF DIRECTORS MEETING AGENDA

Tues, March 25, 2025

5:15 p.m.

Rochester Fire Station

Welcome – *Lindsay Wood*

Feb 25, 2025 Meeting Minutes Approval – *Kristin Landis-Piwowar*

Caseworker's Report – *Amy Sullivan*

Admin's Report – *Miheala Becker*

Treasurer's Report – *Liang Fu*

Updates from recent events:

Feb 27, Mar 6, Mar 13 – “Overcoming Anger and Frustration”

March 11 – Youth Recognition Reception

March 12 – PTA Council Meeting

Committee Reports:

By-Laws – *Debbie Jones*

Financial Assistance – *Jan Willhite-Iserman*

Membership – *Lindsay Wood*

Nominating – *Debbie Jones*

Scholarships – *Debbie Jones*

Youth Council – *Charlie Rewold*

Community Liaisons (RCS, PTA, Rochester, Rochester Hills, Police)

Upcoming dates:

April 10 – Scholarship Reception

April 22 – RAYA Board Meeting

April 26 – RHGYC Cultural Fair

May 3 – Health and Wellness Fair at Rochester High School

May 6 – Water & Boating Safety Presentation

May 17 – Ride 2 End Suicide (commongroundhelps.org/event/ride-2-end-suicide-2025)

May 27 – RAYA Board Meeting

Aug 26 – RAYA Board Meeting

Sept 5-7 – Art & Apples



Regular Board Meeting Minutes

Chairman: John Muenk

Vice Chair: Emily Schoeller

RARA Board Members:

Sara King, Matthew McDaniel,

Theresa Munglioli, David Berletich, Steven Siedlarz

500 E. Second Street

February 19, 2025

5:00 PM

Regularly scheduled meeting of the Rochester Avon Recreation Authority.

Meeting called to order in the Meeting Room located at 500 E. Second Street, at 5:05 pm on February 19, 2025.

Present: Muenk, Schoeller, Munglioli, Siedlarz (5:03 pm)

Absent: McDaniel (excused), Berletich (excused), King (excused)

Also present: Word, Walker

Minutes:

Minutes (January 21, 2025) Motion by Schoeller, seconded by Munglioli to file the January 21, 2025 minutes as presented.

Agenda:

Motion by Munglioli, seconded by Schoeller to approve the February 19, 2025 RARA Board Meeting agenda with an amendment from September 2024 bills to January 2025 bills.

Yes: Muenk, Schoeller, Munglioli, Siedlarz

No: None

Motion carried. 4-0

Public comment: No comments.

Communications:

Secretary of the Board - No

Members of the Board - Steven Siedlarz introduced himself to the board as a new member of the RARA Board.

Other Communications - No

Financial Reports:

Bills (general) motion by Schoeller, seconded by Munglioli to approve the invoices paid in January

2025 with the total of \$80,932.42.

Yes: Muenk, Schoeller, Mungioli, Siedlarz

No: None

Motion carried: 4-0

Monthly Budget Reports

Mr. Word submitted the budget reports for board review. The board accepted and requested to file the budget reports as presented.

Unfinished Business

(Front Awning) Equipment Capitalized - 2025 1Q

Mr. Word noted that we are keeping the Equipment Capitalized in Unfinished Business for the purchase of the Movie Screen in 2024 for the 1Q Amendment to decrease the capital expenditure line to \$10,000.

New Business

Updated Employee Handbook for Approval (7.1)

Mr. Word presented an update to our current health insurance for deductibles and max out of pocket costs without changing any HSA contributions for board consideration and approval (change from Priority HSA POS1600 Gold to Priority HSA POS Gold G16). Discussion followed. Motion by Mungioli, seconded by Schoeller to approve the updated employee handbook section 7.1.

Yes: Muenk, Schoeller, Mungioli, Siedlarz

No: None

Motion carried: 4-0

Earned Sick Time Act Policy for Approval (to replace Medical Leave Act policy 6.7)

Mr. Word presented the Earned Sick Time Act Policy for board consideration and approval. Discussion followed. Motion by Mungioli, seconded by Schoeller to approve the Earned Sick Time Act Policy to replace the Medical Leave Act Policy as required by law impending approval by state legislation.

Move to unfinished business if not approved by law.

Yes: Muenk, Schoeller, Mungioli, Siedlarz

No: None

Motion carried: 4-0

Administrative Reports

Mr. Word submitted his February Director's report for board review. Mr. Word requested for inputs from the Strategic Planning Committee on the way the RFP is going to be written. Mr. Word mentioned that in February 2025, we had the most revenue in recorded RARA history. Mr. Word also mentioned the millage readiness document he created and how we are going to market for the November ballot in the City of Rochester Hills.

Mr. Word noted that the supervisors have changed their board reports to reflect participation numbers by month rather than YTD. Participation and financial numbers will now compare January 2024 - January 2025.

Ms. Walker submitted her February Communication's Officer report for board review. Ms. Walker mentioned that she is working on sponsorships for 2025 and has 6 sponsorships so far but has been in contact with 20+ companies meeting with different people weekly. Ms. Walker also mentioned that Rochester Mills is going to partner with RARA 50/50 on the Music in the Park Series which will run at the amphitheater behind the Rochester Mills building.

Ms. Walker presented the complete 2025-2027 Marketing Plan. Ms. Walker mentioned that the next steps are to present the marketing plan to each of the supervisors, come up with a list and plan, and meet with the supervisors regularly to ensure that the goals are being met.

Miscellaneous -

Muenk requested for the March meeting that on the millage readiness document we have time increments of marketing for the millage. Specifics such as graphics, microsites, Youtube videos, etc.

Muenk requested that the Strategic Planning Committee meet to review the overarching RARA goals. To specifically look at the goal of RARA reaching 13,500 individual customers by 2027 and how we are going to get there (do we want more returning customers, more new customers, is that information needed, etc) and how the Marketing Plan goals and data tie into the Strategic Planning goals.

Public Comments - General: No public comment.

Adjournment:

Motion by Mungioli, seconded by McDaniel to adjourn the February 19th, 2025 RARA Regular Board meeting at 6:08pm.

Yes: Muenk, Schoeller, Mungioli, Siedlarz

No: None

Motion carried. 4-0

Secretary of the Board: _____

Date: _____

Distribution:

Members (7)

Dave Word, RARA Executive Recreation Director

Rochester Hills Mayor & Council

Rochester City Administrator

Dr. James Schwarz, Superintendent, Avondale Schools

Nicholas Russo, Superintendent, Rochester Community Schools

Rehmann, CPA

Original to File

Cemetery Advisory Agenda

April 8, 2025

1. Updates on Daughters of the American Revolution project
2. Discuss status DPW to start work in Spring/summer
3. Discuss fund raising meeting with CFGR
4. Open questions
5. Confirm next meeting date



City of Rochester

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PLANNING COMMISSION REGULAR MEETING AGENDA

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

See Attached Document for Virtual Meeting Instructions

400 Sixth Street	April 7, 2025	7:00 PM
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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 March 3, 2025.
5. Public Hearings
 - A. Notice of Public Hearing: 816 Ludlow, Rochester Community House. Request for Special Exception of Temporary Tent for Outdoor Gatherings.
 - B. Notice of Public Hearing: 816 Ludlow, Rochester Community House. Request for Site Plan Approval.
 - C. Notice of Public Hearing: 265 E 2nd St. - Request for Modification of Existing Site Plan
 - D. Notice of Public Hearing: 203 E. University – Request for Special Exception for outdoor dining and Payment in Lieu of Parking requirements.
 - E. Notice of Public Hearing: 626 N. Main - Request for Site Plan Approval and Facade Change.

F. Notice of Public Hearing: Consideration to Amend The City of Rochester Official Zoning Map, in Accordance with the Michigan Zoning Enabling Act Pub Act 110 of 2006, as Amended.

6. Considerations:
7. Miscellaneous
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.



Rochester Hills

1000 Rochester Hills Dr
Rochester Hills, MI 48309
(248) 656-4600
Home Page:
www.rochesterhills.org

Special Notice

Sister City Committee/Rochester

Rochester Hills: David Blair, Theresa Mungioli, and David Walker
Rochester: Debbie Jones, Steve Sage, and Marilyn Trent

Tuesday, April 1, 2025

6:00 PM

1000 Rochester Hills Drive

NOTICE OF TECHNICAL REVIEW COMMITTEE MEETING CITY OF ROCHESTER HILLS

NOTICE IS HEREBY GIVEN THAT THE Sister City Committee/Rochester

will be meeting on Tuesday, April 1, 2025 at 6:00 p.m.

at the City of Rochester Hills, 1000 Rochester Hills Drive,
Rochester Hills, MI

The Sister City Committee/Rochester will be discussing issues of mutual interest.

Leanne Scott, MMC, City Clerk

Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the Clerk's Office at 248-841-2460 at least 48 hours prior to the meeting.

Posted Thursday, March 27, 2025 3:00 p.m.: Rochester Hills Municipal Office, Rochester Hills Public Library, City Web Page, Cable Channels 10 (WOW), 20 (Comcast) and 99 (AT&T U-Verse)



City of Rochester

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

PRINCIPAL SHOPPING DISTRICT BOARD MEETING AGENDA

*Members: Patti Eisenbraun, Paul Haig, Lonna Harlow,
Debbie Jones, Jill Lutz & Karen Malsbury*

Downtown Collaboration Studio, 431 S. Main	April 2, 2025	5:30 pm
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1. Call to Order
2. Roll Call
3. Approval of Meeting Minutes – March 5, 2025
4. General Business
 - a. Farmers' Market Update
 - b. PSD Assessment Renewal Update & Budget Discussion
5. Reports
 - a. PSD Financial Report
 - b. Events & Marketing Update
 - c. Executive Director Report
6. Miscellaneous
7. Adjourn