



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 Debbie Jones
Mayor Pro Tem Stuart Bikson
Council Members Jessica Clauser, Christian Hauser,
Sara King, Nancy Salvia and Marilyn Trent

400 Sixth Street	March 9, 2026	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. Legislative Update from Representative Mark Tisdell.
 - B. RHS Robotics team presentation.
 - C. Recognition of the Fire Fighters for life saving award.
5. Approval of the Consent Agenda
 - A. Consideration to hold the Art and Apples Festival on September 11, 12, and 13th, 2026 in the Municipal Park.
 - B. Consideration to hold the Men of the Sacred Hearts 5K Fun Run.
 - C. Consideration of a request to hold the Run for Relief 5K Run.
6. Old Business/Tabled Items
7. Public Hearings
8. Legislative Deliberation
 - A. Consideration of a request to adopt the Resolution for Bird City Designation.

- B. Consideration to approve an Interlocal Agreement with the City of Rochester Hills for real and personal property assessment administration services.
 - C. Consideration of a Proclamation Encouraging Action to Help Save the Monarch Butterfly.
9. Reports and Regular Business
- A. Downtown Development Authority budget presentation.
 - B. Principal Shopping District budget presentation.
10. Receive a Report from the Various Boards and Commissions
- A. Receipt of a report from Rochester Area Youth Authority.
 - B. Receipt of a report from Zoning Board of Appeals.
 - C. Receipt of a report from Historical Commission.
 - D. Receipt of a report from Planning Commission.
 - E. Receipt of a report from Principal Shopping District.
 - F. Receipt of a report from OPC Social and Activity Center.
11. General Miscellaneous
12. Public Comment
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: mfrazho@rochestermi.org.)
- For those who prefer to use a telephone to participate, you will need to call (646) 558-8656 and enter meeting **ID: 872 2515 8101**. 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 4-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/87225158101> (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 Megan Frazho by email: mfrazho@rochestermi.org.

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: February 20, 2026
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 11, 12, and 13th, 2026, 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 \$15,800. 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 11, 2026	2 pm to 7 pm
September 12, 2026	10 am to 7 pm
September 13, 2026	10 am to 4 pm

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: Friday, Sept. 11, 2pm - 7pm

Date/Hours of Event: Sunday, Sept. 13, 10am - 4pm

Name of Event:

Art & Apples Festival

Description of Event:

60th annual festival featuring nearly 300 artists, 27 food vendors, 20 sponsors, 14 live music acts, and a Kids Art Zone.

Location Requested:

Rochester Municipal Park, including Kiwanis Pavilion and Lions Shelter.

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. 11, 2pm-7pm. Sept. 12, 10am-7pm. Sept. 13, 10am-4pm.

Date/Hours of Set-up and Tear Down: SU: Sept. 10, 7am - 6pm; TD: Sept. 13, 4pm - 8pm

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.

Shaun Hayes

Signature of Applicant

2/16/2026

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 lower level sponsors.

Is this event a fundraiser? YES NO
If yes, indicate beneficiary information:
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:
Friday - 10,000. Saturday - 35,000. Sunday - 15,000.

What parking arrangements will be necessary to accommodate attendance?
Describe:
Jaycee Field, Halbach Field, lot next to the pond, behind DPW building. Arrangements made with Community House as well.

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe:
We will have 14 live music acts performing at the band shell. Contracted sound manager will need access to bandshell.

Will volunteer staff be provided to assist with safety, security and maintenance: YES NO
Not volunteer, but hired security and park crew will be on site. They have many years experience with this event.

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:
 25-30 food vendors will be on site. Oakland County Health Department will be present on Friday to approve them.

Will merchandise be sold? YES NO
 If yes, describe:
 270-300 artists will be selling their work.

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: All available
Trash Receptacles	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: All available
Dumpsters	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: 4
Electrical Connections	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: TBD
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: TBD
Traffic Cones	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: TBD
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:
 Police & fire have always assisted with this event. Both chiefs will be requested to attend our safety meeting in advance.

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.

About 330 vendors (artists, food, sponsors), many in a 10'x10' space, some as large as 30'x20'.

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:

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

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

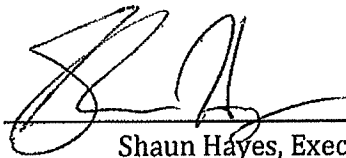
31 portajohns, divided in the park and indicated on the map.

Other Items Requested YES NO
If yes, describe:

Hold Harmless Agreement

February 17, 2026

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 11, 12 & 13, 2026** 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.

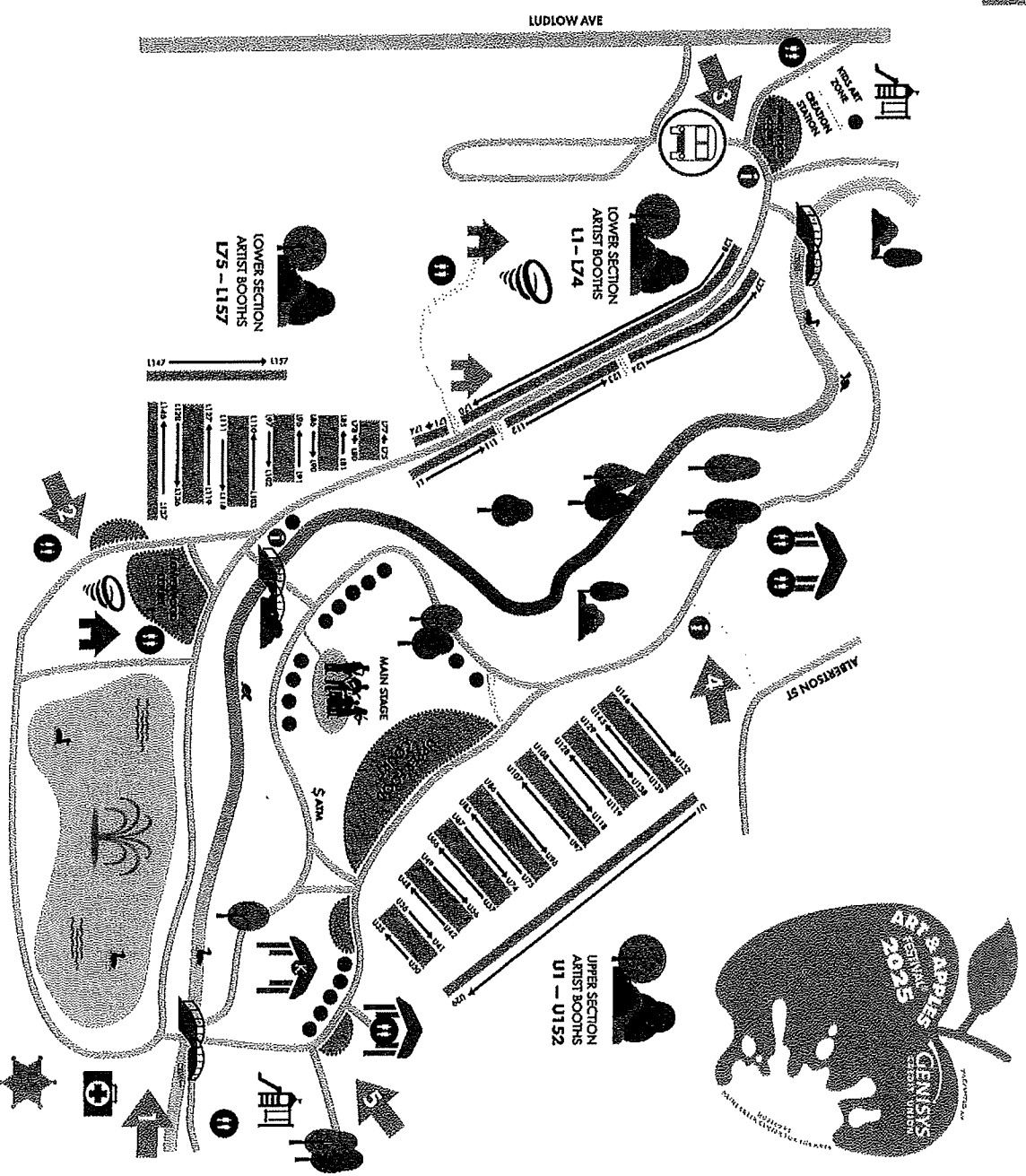

Shaun Hayes, Executive Director

2-17-2026
Date

2025 ART & APPLES FESTIVAL® MAP

FESTIVAL & LANDMARK KEY

- First Aid Station
 - Restroom/PortaPotties
 - Shuttle Drop-Off/Pick-Up
 - Festival Entrances (5)
 - North Information Tent
 - West Information Tent
 - South Information Tent
 - Volunteer Check-In & Hospitality Tent
 - Festival HQ (Lions Building)
 - Rochester Community House
 - Kiwanis Pavilion
 - FESTIVAL ARTISTS**
 - FOOD VENDORS**
 - SPONSORS**
 - TORNADO SHELTERS**
- Upper Section Booths & Food Court
Go to Underground Garage
at 543 Main Street.
- Lower Section Booths 1-74
Go to the Rochester Community House.
- Lower Section Booths 75-157
Go to Festival HQ.



2026 Rochester Event Calendar Tentative Events

February 20, 2026						
Month	Time	Event	Location	Reviewed Department Heads	Reviewed Police Chief	Council Approval
January						
16-17	10am-9pm	Fire & Ice Festival	E. Third/Water	Yes	Yes	N/A
18	9am-11am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	N/A
February						
		No Events				
March						
17	7am-2am	St. Patrick's Day Celebration	O'Connors	Yes	Yes	N/A
17	10 am-Midnight	St. Baldricks Celebration	W. Fourth/Walnut	Yes	Yes	N/A
20-22	9am-5pm	Knights of Columbus	Main/University	Yes	Yes	N/A
April						
May						
9	Noon-3pm	Detroit Dachshund Club Wiener Walk	Municipal Park	Yes	Yes	N/A
June						
6	8am-10am	OPC 5KRun/Walk Meals for Wheels	Clinton River	Yes	Yes	N/A
28	8am-6pm	Pride in the Park	Municipal Park	Yes	Yes	N/A
July						
19	11am-3pm	Italian Happening Car Show	Municipal Park	Yes	Yes	N/A
25	6am-11am	Woodhouse 5K for New Day	Municipal Park	Yes	Yes	N/A
August						
1	6am-2pm	Detroit Congenital Heart Walk	Municipal Park	Yes	Yes	N/A
23	7am-3pm	St. Johns Lutheran Church Family Praise in the Park	Municipal Park	Yes	Yes	N/A
September						
11,12,13	8am-7pm	Art & Apples	Municipal Park	Yes	Yes	Pending
26	9am-12pm	Men of the Sacred Hearts 5K Fun Run	St. Andrews	Yes	Yes	Pending

October								
4	8:30am-1130 am	Scare Away Hunger 5K and Family Fun Run	Municipal Park	Yes	N/A	N/A		
17	9am-12:30pm	Making Strides Against Breast Cancer	Municipal Park	Yes	Yes	N/A		
November								
23	6pm-9pm	Lagniappe (pending)	Main/Fourth	No	No	No		
December								
4,5	10am-9pm	Kris Kringle Event (pending)	Main/Fourth	No	No	No		
6	2pm-4pm	Christmas Parade (pending)	Main Street	No	No	No		

ROCHESTER POLICE DEPARTMENT

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GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: February 18, 2026
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Men of the Sacred Hearts 5K Fun Run

Issue: Request to hold the Men of the Sacred Hearts 5K Fun Run.

Analysis: A special event application was submitted by the Men of the Sacred Hearts to hold a 5K fun run on **September 26, 2026** from 8 am to 9 am beginning in the parking lot of St. Andrews. The run will carry out onto the neighborhood sidewalks. There will be a route for the 5K and one for a one mile run. There will be no street closures or related costs from any of the departments. This is a first time event. Approximately 150 participants are expected to participate. Proof of liability insurance has been submitted. A hold harmless letter is required prior to the event.

Requested Action: Review and approve event as presented.

Attachment(s): Special event application-map

CITY OF ROCHESTER
Date 02/13/2026 10:38:08 AM
Code: SPEA
Ref SPECIAL EVENT 9-26-26
Receipt 0000328305
Amount \$150.00
Tender Type: CREDIT CARD
CC #:

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: 9-26-2026

Date/Hours of Event: 9 AM - 12 PM

Name of Event:
Men of the SACRED HEARTS SK Fun Run

Description of Event:
Fun Run

Location Requested:
SEE Map BEGIN/EPD St ANDREWS PARKING Lot

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: 9-26-26 9 AM - 12 PM

Date/Hours of Set-up and Tear Down: 9-26-26 8 AM - 9 AM

Organization Name:
Men of the SACRED HEARTS

Organization Address (include street address, city, state & zip):
1130 TIENKEN CT #212 Rochester Hills 48306

Organization Phone Number: 248 330 9533

Name of Contact Person and Phone Number: DAVID TAG 248 330 9533

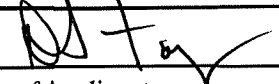
Contact Person E-Mail (must be provided): davidstag1314@gmail.com

On-Site Event Manager/Contact Person Name & Phone Number: David TAG 248330 9533

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

2-11-2026
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:
Men of the Sacred Hearts

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

Describe:

Was this even previously held outside of Rochester? YES NO

Describe:

Total estimated attendance each day:
150

What parking arrangements will be necessary to accommodate attendance?
Describe:

NONE - Wm St Andrews

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:

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

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

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:

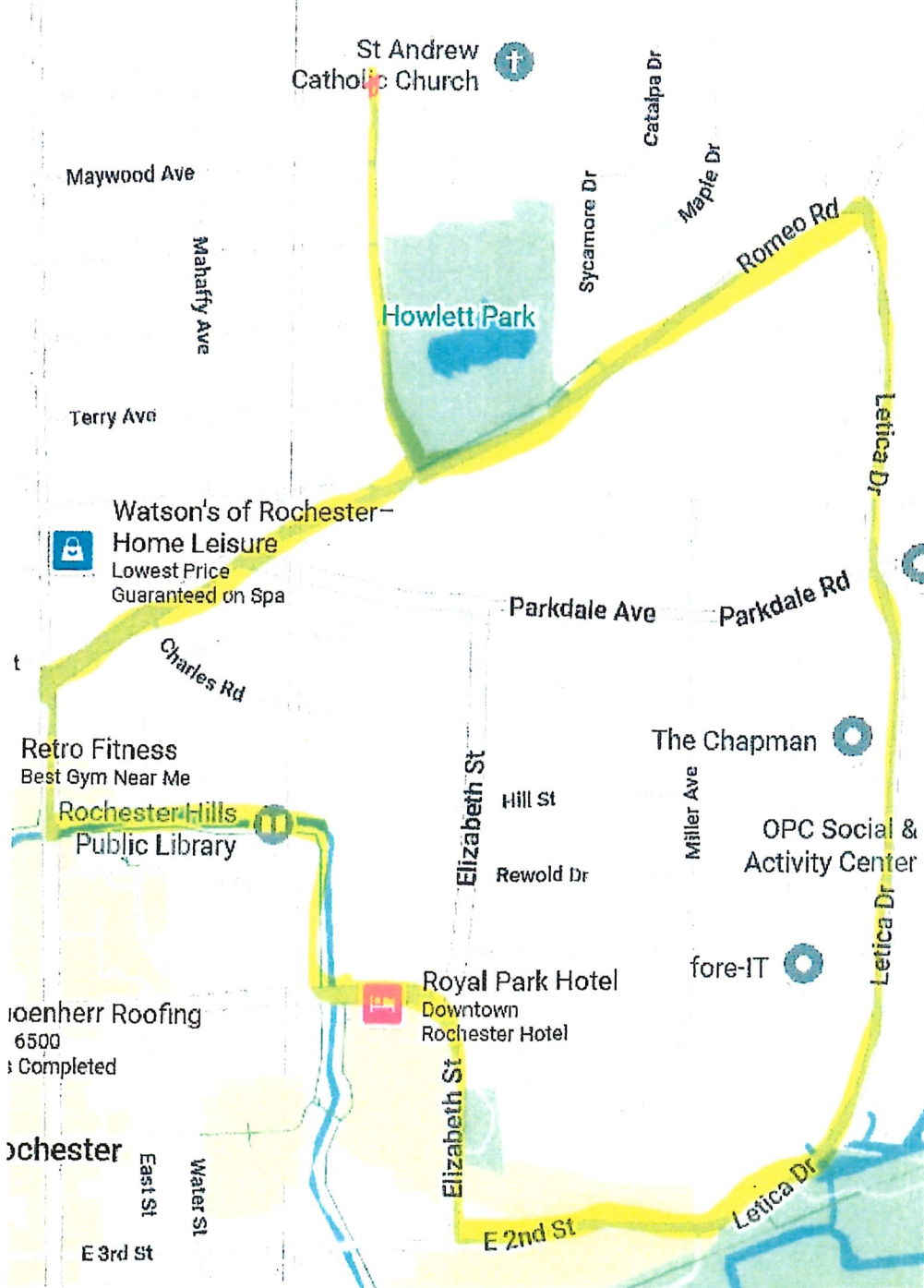
Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

Other Items Requested YES NO

If yes, describe:

Start at St. Andrew's → Left on Romeo Rd → Right on Letica → Right on Elizabeth → Left on University → Right on Olde Towner Dr → Right on Main → Right on Romeo Rd → Left on Inglewood back to the church → End.



1-Mile Route:

Start at St. Andrew's → Left on Terry → Right on Main → Right on Northwood Ave → End.



5K Route:



Special Events of Short-term Duration Policy Request Submission

***Binding is subject to email confirmation from C-SUPR**

General Information											
<input checked="" type="checkbox"/> New Account <input type="checkbox"/> CSU has previously written this event <input type="checkbox"/> Bind and Issue <input type="checkbox"/> Quote Only <p style="text-align: center;">*Please mark all that apply</p>											
Agency Name and Code											
Named Insured (as it should appear on the policy): <u>Men of the SACRED Hearts</u> (For the "Named Insured" use your name if you operate as a sole proprietor or your legal business name if you operate as a corporation or LLC.) Doing Business as (DBA): _____ (additional names under which the business operates)											
Legal Entity: <input type="checkbox"/> Individual <input type="checkbox"/> Corporation <input type="checkbox"/> Joint Venture <input type="checkbox"/> Partnership <input type="checkbox"/> LLC <input type="checkbox"/> Sole Proprietorship <input checked="" type="checkbox"/> Other <u>501c3 NON PROFIT</u>											
Mailing address: <u>#212 1130 TIENKEN RD</u>	State: <u>Mich</u> Zip: <u>48306</u>										
City: <u>Rochester Hills</u>	Phone: <u>(248) 330 9533</u>										
Cell: <u>(248) 330 9533</u>	Fax: ()										
Email: <u>davidstay1344@gmail</u>	Website: <u>first Jesus ORB</u>										
Event Specific Information											
1) Will the event have or feature any of the following activities: <table style="width:100%; border: none;"> <tr> <td>Rides, amusement devices, inflatables or recreational devices?</td> <td style="text-align: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</td> </tr> <tr> <td>Petting zoos or animals?</td> <td style="text-align: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</td> </tr> <tr> <td>Fireworks or pyrotechnics?</td> <td style="text-align: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</td> </tr> <tr> <td>Concessionaires, exhibitors or vendors?</td> <td style="text-align: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</td> </tr> <tr> <td>Is the purpose of this event a concert or musical event?</td> <td style="text-align: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</td> </tr> </table> <p style="text-align: center;">**music or entertainment incidental to the event is ok</p>		Rides, amusement devices, inflatables or recreational devices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Petting zoos or animals?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Fireworks or pyrotechnics?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Concessionaires, exhibitors or vendors?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is the purpose of this event a concert or musical event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Rides, amusement devices, inflatables or recreational devices?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No										
Petting zoos or animals?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No										
Fireworks or pyrotechnics?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No										
Concessionaires, exhibitors or vendors?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No										
Is the purpose of this event a concert or musical event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No										
2) Are overnight accommodations or camping facilities part of the event? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No The exposures/activities listed above are not covered by this program and any resulting claims will be denied. If you wish to cover any of these activities, please contact a C-SUPR underwriter to determine if other coverage options are available. If any of these activities are provided by a third party, you should require evidence of liability coverage (certificate of insurance) from the entity/organization naming you as an additional insured.											
3) Is the event held at multiple locations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No											
4) Is the event held annually? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No											
ENTERTAINMENT	If there is a musical performer, please indicate the type of music to be provided/performed: n/a										

Event Details	
Name of Event: Sacred Heart 1 Mile & 5k Race	
Expected total attendance at the event (avg. daily attendance X no. of days)	50-200
Brief Description of event: 1 Mile/5K Run to bring awarness to the Men of the Sacred Heart group. This will begin at 9am and be completed by noon.	
Dates of coverage: (including set up and tear down)	09 /26 /2026 To 09 /26 /2026
Event Date(s):	09 /26 /2026 To 09 /26 /2026
Hours of Event: (including set up and tear down)	8 ⁰⁰ <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM To 1 ⁰⁰ <input checked="" type="checkbox"/> AM <input checked="" type="checkbox"/> PM
Location of Event	
Event location: St Andrews Catholic Chruch	
Venue name: Sacred Heart 1 Mile & 5k Race	
Street address: 1400 Inglewood Ave	
City: Rochester	State: MI Zip: 48307
Select Eligible Event Type	
If you have an event that is not listed below and would like coverage please submit to your C-SUPR underwriter	
Please click the arrow to the right to make your event selection	
Please select from the following drop down Church and Religious functions ▼	
Alcoholic Beverages	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Alcohol will be allowed at the event. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No No alcohol provided by named insured and/or only attendees allowed to bring their own alcoholic beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Alcohol will be sold at the event. (e.g.: individual drinks are offered for sale for cash or with pre-purchased tickets). If alcohol is sold, who holds the liquor license or permit? <input type="checkbox"/> Insured <input type="checkbox"/> Caterer or Vendor <input type="checkbox"/> Facility <input type="checkbox"/> Sponsor <input type="checkbox"/> Yes <input type="checkbox"/> No Alcohol will be furnished without a charge at the event. <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, is the insured required to obtain a liquor license? <input type="checkbox"/> Yes <input type="checkbox"/> No Alcohol will be both sold and furnished at the event. (e.g.: providing wine and beer for free, but also having a cash bar) If yes, who holds the liquor license or permit? <input type="checkbox"/> Insured <input type="checkbox"/> Caterer or Vendor <input type="checkbox"/> Facility <input type="checkbox"/> Sponsor

Liquor Liability Coverage (Complete this section only if selecting this optional coverage.)	
1. Is the named insured required to obtain a liquor license or permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no: Please provide the name of the liquor license/permit holder:	
Please provide relationship to named insured:	
Please provide the liquor license/permit number (if applicable):	
2. Are alcoholic beverages (please select one):	
<input type="checkbox"/> Sold? Provide the amount of alcoholic beverage sales \$ _____ And Food Sales \$ _____	
<input type="checkbox"/> Included as a part of the admission charge?	
<input type="checkbox"/> Served or furnished without a charge?	
3. What types of alcoholic beverages are being sold/served? Indicate all that apply:	
<input type="checkbox"/> Liquor <input type="checkbox"/> Beer <input type="checkbox"/> Wine	
4. Have you ever been fined or had a liquor license/permit revoked or suspended?	<input type="checkbox"/> Yes* <input type="checkbox"/> No
5. Has any insurer cancelled or nonrenewed your coverage during the past 3 years?	<input type="checkbox"/> Yes* <input type="checkbox"/> No
6. Are patrons allowed to carry alcoholic beverages onto the premises during your event? (BYOB)	<input type="checkbox"/> Yes* <input type="checkbox"/> No
7. Are alcohol sales and consumption contained within a fixed and/or secured area?	<input type="checkbox"/> Yes <input type="checkbox"/> No*
8. Has at least one server at this event had formalized awareness training?	<input type="checkbox"/> Yes <input type="checkbox"/> No*
If yes, please provide the type of training (e.g.: TIPs, TAMs, TABC):	
9. Are ID's checked at the event?	<input type="checkbox"/> Yes <input type="checkbox"/> No*
10. Are alcohol sales stopped at least one (1) hour prior to the end of the event?	<input type="checkbox"/> Yes <input type="checkbox"/> No*
11. Do you need to add an additional insured for the liquor liability coverage? (If yes, complete below.)	<input type="checkbox"/> Yes <input type="checkbox"/> No*
Named of Additional Insured for Liquor Liability:	
Mailing Address:	
City:	State: Zip:

*** Answer requires the risk be submitted to your C-SUPR underwriter for approval and pricing.**

Additional Insured Requests

(Complete this section to request additional insureds on the policy.)

Additional Insured information:

Entity name:

Mailing address:

City:

State:

Zip:

Additional Insured form requested:

Additional Insured information:

Entity name:

Mailing address:

City:

State:

Zip:

Additional Insured form requested:

Additional Insured information:

Entity name:

Mailing address:

City:

State:

Zip:

Additional Insured form requested:

Additional Insured information:

Entity name:

Mailing address:

City:

State:

Zip:

Additional Insured form requested:

Additional Insured information:

Entity name:

Mailing address:

City:

State:

Zip:

Additional Insured form requested:

Additional Insured information:

Entity name:

Mailing address:

City:

State:

Zip:

Additional Insured form requested:

Premium Determination Limits				
			General Liability Limits	Optional Liquor Liability Limits*
Each Occurrence			\$1,000,000	\$1,000,000
General Aggregate(other than Products-completed Operations)			\$2,000,000	\$1,000,000
Products-completed Operations Aggregate			\$2,000,000	*For liquor liability coverage assault and battery and punitive damages are excluded.
Personal and Advertising Injury			\$1,000,000	
Damage to Premises Rented to You			\$100,000	
Medical Expense (other than participants)			\$1,000	* For liquor liability in Michigan call for pricing.
Premiums	Attendance	Premium without Liquor Liability	Additional Premium for Liquor	Total Premium with Liquor Liability
	1-500	<input checked="" type="checkbox"/> \$250	<input type="checkbox"/> \$350	<input type="checkbox"/> \$600
	501-1,500	<input type="checkbox"/> \$600	<input type="checkbox"/> \$500	<input type="checkbox"/> \$1,100
	1,501 - 6,000	<input type="checkbox"/> \$750	<input type="checkbox"/> \$1,000	<input type="checkbox"/> \$1,750
	6,001 - 10,000	<input type="checkbox"/> \$1,500	<input type="checkbox"/> \$1,500	<input type="checkbox"/> \$3,000
	10,001 - 12,500	<input type="checkbox"/> \$2,500	<input type="checkbox"/> \$2,500	<input type="checkbox"/> \$5,000
	12,501 - 25,000	<input type="checkbox"/> \$4,500	<input type="checkbox"/> \$4,000	<input type="checkbox"/> \$8,500
	Med Pay \$2,500 Optional Limit			<input type="checkbox"/> \$250 flat charge
	Damage to rented premises \$300,000 optional limit			<input type="checkbox"/> \$150 flat charge
Premium is determined by the total attendance (daily attendance X the number of event days)				
Enter Premium here from selection above			\$250	
Any applicable optional charges			\$0	
Premium Due **(less taxes, fees, surcharges)			\$0	
PREMIUMS ARE 100% FULLY EARNED AND NON-REFUNDABLE ONCE COVERAGE BEGINS				
**Any applicable state stamping fees, state taxes, terrorism, and/or other state mandated charges are in addition and will be calculated upon policy issuance.				

Binding and Policy Issuance		
You will receive an email notification as evidence coverage is bound. Policy issuance will follow via email, generally within 24 hours.		
E-mail address to send policy: davidstay1344@gmail.com		Attn: David Tay
Producer Information		
Producer name:		
Producer code:		
Producer mailing address:		
City:	State:	Zip:
Producer contact name:		
Producer telephone number: ()		Producer fax number: ()
Contact e-mail address:		

QUICK ISSUE PROGRAM APPLIES TO ELIGIBLE CLASSES OF EVENTS AS SHOWN IN "ELIGIBLE EVENT TYPE" SECTION OF THIS APPLICATION.

REMEMBER: YOU CAN SUBMIT EVENTS NOT QUALIFYING FOR THIS PROGRAM TO YOUR C-SUPR UNDERWRITER FOR INDIVIDUAL UNDERWRITING.

PLEASE NOTE: PARTICIPANTS ARE EXCLUDED.

FRAUD STATEMENTS

APPLICABLE IN COLORADO

It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policy holder or claimant for the purpose of defrauding or attempting to defraud the policy holder or claimant with regard to a settlement of award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

APPLICABLE IN THE DISTRICT OF COLUMBIA

WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits, if false information materially related to a claim was provided by the applicant.

APPLICABLE IN FLORIDA

Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

APPLICABLE IN HAWAII

For your protection, Hawaii law requires you to be informed that presenting a fraudulent claim for payment of a loss or benefit is a crime punishable by fines or imprisonment, or both.

APPLICABLE IN KANSAS

Any person who, knowingly and with intent to defraud, presents, causes to be presented or prepares with knowledge or belief that it will be presented to or by an insurer, purported insurer, broker or any agent thereof, any written statement as part of, or in support of, an application for the issuance of, or the rating of an insurance policy for personal or commercial insurance, or a claim for payment or other benefit pursuant to an insurance policy for commercial or personal insurance which such person knows to contain materially false information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act.

APPLICABLE IN MASSACHUSETTS, NEBRASKA, OREGON AND VERMONT

Any person who knowingly and with intent to defraud any insurance company or another person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, may be committing a fraudulent insurance act, which may be a crime and may subject the person to criminal and civil penalties.

APPLICABLE IN MINNESOTA

Any person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

APPLICABLE IN OHIO

Any person who, with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

APPLICABLE IN OKLAHOMA

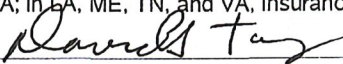
WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

APPLICABLE IN WASHINGTON

It is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits.

GENERAL FRAUD STATEMENT

Any person who knowingly and with intent to defraud any insurance company or another person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects the person to criminal and NY: substantial civil penalties. (Not applicable in CO, DC, FL, HI, KS, MA, MN, NE, OH, OK, OR, VT or WA; in LA, ME, TN, and VA, insurance benefits may also be denied).

 Applicant's Signature	1 - 29 - 2026 Date
Agent's Signature	Date
Agency Name	Agency Code
Agent's Name and License Number (Florida Only)	

2026 Rochester Event Calendar Tentative Events

							February 16, 2026		
Month	Time	Event	Location	Reviewed Department Heads	Reviewed Police Chief	Council Approval			
January									
16-17	10am-9pm	Fire & Ice Festival	E. Third/Water	Yes	Yes	N/A			
18	9am-11am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	N/A			
February									
March									
17	7am-2am	St. Patrick's Day Celebration	O'Connors	Yes	Yes	N/A			
17	10 am-Midnight	St. Baldricks Celebration	W.Fourth/Walnut	Yes	Yes	N/A			
20-22	9am-5pm	Knights of Columbus	Main/University	Yes	Yes	N/A			
April									
May									
9	Noon-3pm	Detroit Dachshund Club Wiener Walk	Municipal Park	Yes	Yes	N/A			
June									
28	8am-6pm	Pride in the Park	Municipal Park	Yes	Yes	N/A			
July									
19	11am-3pm	Italian Happening Car Show	Municipal Park	Yes	Yes	N/A			
25	6am-11am	Woodhouse 5K for New Day	Municipal Park	Yes	Yes	N/A			
August									
1	6am-2pm	Detroit Congenital Heart Walk	Municipal Park	Yes	Yes	N/A			
23	7am-3pm	St. Johns Lutheran Church Family Praise in the Park	Municipal Park	Yes	Yes	N/A			
September									
11,12,13	8am-7pm	Art & Apples (Application not submitted)	Municipal Park	No	No	No			
26	9am-12pm	Men of the Sacred Hearts 5K Fun Run	St. Andrews	Yes	Yes	Pending			

October								
4	8:30am-1130 am	Scare Away Hunger 5K and Family Fun Run	Municipal Park	Yes	N/A	N/A		
17	9am-12:30pm	Making Strides Against Breast Cancer	Municipal Park	Yes	Yes	N/A		
November								
December								

ROCHESTER POLICE DEPARTMENT

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

GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: March 3, 2026
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Run for Relief 5K Run

Issue: Request to hold the Run for Relief 5K Run.

Analysis: A special event application was submitted by Layla Sheta, the run organizer, to host the Run for Relief 5K on May 23, 2026 from 10 am to 1 pm in Municipal Park. The run is a fundraiser where all proceeds will go to families and individuals experiencing starvation. Additionally, the funds will be geared towards reduced medical aid in war zones across the world. There will be no street closures or related costs from any of the departments. This is a first time event. Approximately 200 participants are expected to participate. Proof of liability insurance is required prior to the event. A hold harmless letter has been submitted.

Requested Action: Review and approve event as presented.

Attachment(s): Special event application-map

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: May 30th, 2026

Date/Hours of Event: 10am - 1pm

Name of Event:

Run For Relief 5K

Description of Event:

The Run For Relief 5K is a charity fundraiser where participants will donate \$10.00 to participate in a 5k run in Rochester Municipal Park. All proceeds go to families and individuals experiencing famine and reduced medical aid in war zones across the world.

Location Requested:

Rochester Municipal 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: 5/30/2026, 10am - 1pm (4 hours)

Date/Hours of Set-up and Tear Down: 9am - 10am setup, 12pm - 1pm tear down
on 5/30/2026

Organization Name:

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

Organization Phone Number:

Name of Contact Person and Phone Number: Layla Sheta: 517-525-9611

Contact Person E-Mail (must be provided): layla.sheta@oakland.edu

On-Site Event Manager/Contact Person Name & Phone Number: Layla Sheta
517-525-9611

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.

Layla Sheta
Signature of Applicant

2/25/26
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:
Families and individuals experiencing famine and reduced access to medical supplies in war zones throughout the world.

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:
200+

What parking arrangements will be necessary to accommodate attendance?

Describe:
no additional parking accommodations will be required. Participants will park in local parking structures and parking lot at Rochester-municipal Park

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

Describe:

Will alcoholic beverages be served? YES NO

If yes, describe:

Will food/beverages be sold? YES NO NOTE: Permits & Vendor permits are required - Also, Health Department approval required for food sales.
 If yes, describe:
 water will be provided - free of charge.

Will merchandise be sold? YES NO
 If yes, describe:
 T-shirts will be sold at an additional cost of \$10.

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: <input type="text"/>
Trash Receptacles	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <input type="text" value="2"/>
Dumpsters	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: <input type="text"/>
Electrical Connections	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: <input type="text"/>
Meter Bags	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: <input type="text"/>
Barricades	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: <input type="text"/>
Traffic Cones	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: <input type="text"/>
Other	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: <input type="text"/>

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:

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

Run for Relief 5K – May 30, 2026

This Hold Harmless and Indemnification Agreement is made by and between the undersigned Event Organizer Layla Sheta and the City of Rochester, Michigan.

Event Information

Event Name: Run for Relief 5K

Date: May 30, 2026

Time: 10:00 a.m. – 1:00 p.m.

Location: Rochester Municipal Park

Expected Attendance: 200+ participants

Purpose: Fundraising event benefiting food and medical relief for families and individuals in war zones

Entry Fee: \$10 participation fee

Merchandise: T-shirts available for purchase

Agreement

In consideration for the City granting permission to use Rochester Municipal Park and related facilities for the above-referenced event, the Organizer agrees as follows:

1. Indemnification

The Organizer agrees to indemnify, defend, and hold harmless the City of Rochester, its officers, agents, employees, departments, and representatives from and against any and all claims, demands, damages, liabilities, losses, costs, and expenses (including reasonable attorney's fees) arising out of or resulting from the event, including but not limited to bodily injury, personal injury, property damage, or death caused in whole or in part by the Organizer, its volunteers, participants, contractors, or agents.

2. Assumption of Risk

The Organizer acknowledges that participation in a 5K run involves inherent risks and assumes full responsibility for ensuring participants understand and accept such risks through appropriate waivers.

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

3. Responsibility for Event Operations

The Organizer agrees to:

- Arrive 60 minutes prior to the event for setup.
- Provide and remove all tables, merchandise, and materials.
- Properly dispose of all trash and leave the park in its original condition.
- Coordinate participant parking within designated areas.
- Ensure the event pathway is used as approved.

4. Compliance with Laws

The Organizer agrees to comply with all applicable federal, state, and local laws, ordinances, rules, and regulations, including any requirements set forth by the City of Rochester for special events.

5. Insurance

The Organizer agrees to provide proof of insurance naming the City of Rochester as an additional insured if required by the City.

The undersigned acknowledges that they are authorized to enter into this agreement on behalf of the event and agree to all terms stated above.

Organizer Name: Layla Sheta

Address: 2043 Mapleridge Rd. Rochester Hills, MI. 48309

Phone: 517-525-9611

Email: laylasheta@oakland.edu

Signature: *Layla Sheta*

Date: 02.25.2026

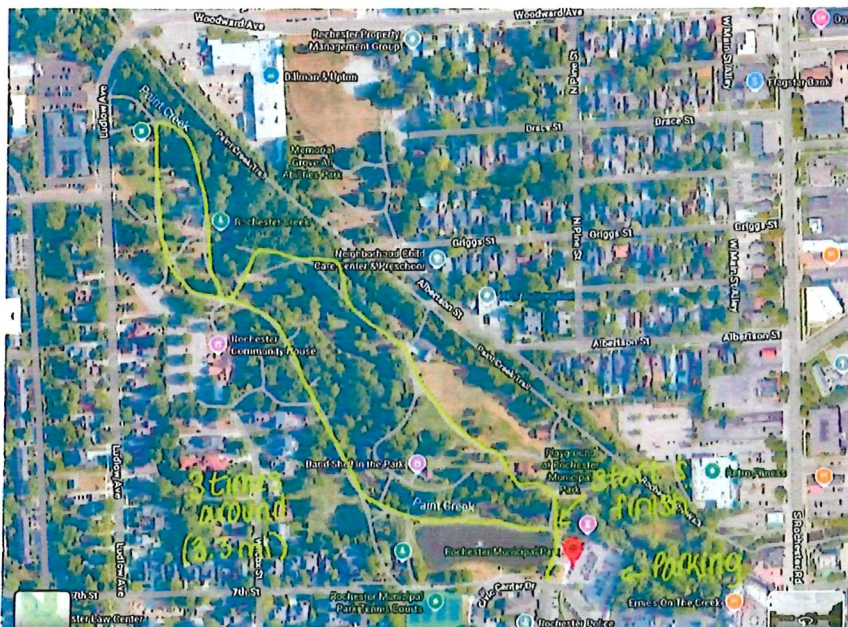
HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

5K Run for Relief - Additional Information

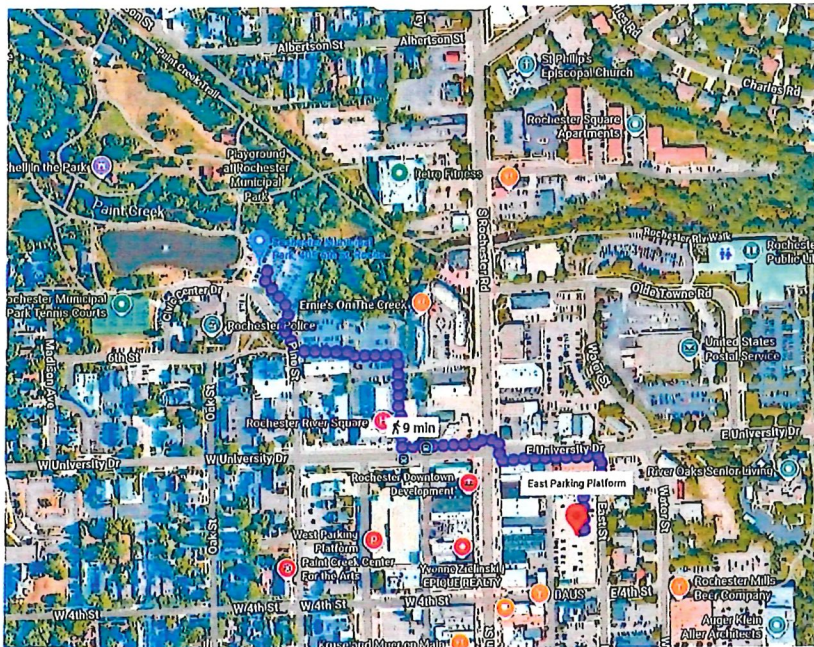
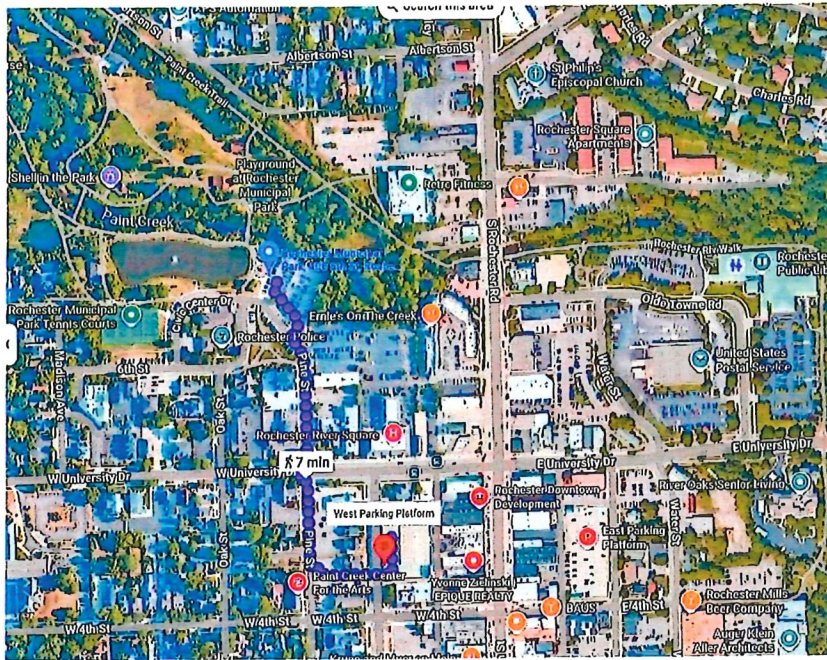
The event coordinators will arrive 60 minutes prior to the event to set up tables with water and T-Shirt's for sale. We will bring our own tables that will be set-up/taken down. We are requesting trash bins (2). Participants will arrive between 9:30-10:00am (estimated time) and the run will begin around 10:30 am. Participants will park in the parking lot of Rochester Municipal Park until it is full (100 spots max) and then will park in the parking structures pictured below (250 spots each). The run will take the pathway highlighted in the map pictured below. The run will last for around 1 hour. There will be a photographer/videographer there to document the 5K for future event advertisement purposes. Participants will fill out a form prior to the event that can be accessed through a QR code on flyers/infographic. In this form, participants will provide their contact information and emergency contacts, as well as sign these liability and media release statements:

“I understand that participating in this event involves physical activity and I assume all risks. I release the event organizers, as well as the City of Rochester, from liability for injury or loss. I certify that I am physically able to participate.”

“I give permission for photos/videos taken of me during the event to be used for future advertising purposes.”



HOLD HARMLESS AND INDEMNIFICATION AGREEMENT



These are the two parking structures that participants will be directed to park in, once the parking lot of Rochester Municipal Park has reached capacity.

Michigan Sales and Use Tax Certificate of Exemption

This exemption claim should be completed by the purchaser, provided to the seller, and is not valid unless the information in all four sections is complete. Do not send a copy to Treasury unless one is requested.

SECTION 1: TYPE OF PURCHASE Check one of the following:

- A. One-Time Purchase
Order or Invoice Number: _____
- C. Blanket Certificate
Expiration Date (maximum of four years): _____
- B. Blanket Certificate, Recurring Business Relationship

The purchaser completing this form hereby claims exemption from tax on the purchase of tangible personal property or services purchased from the seller named below. This claim is based upon: the purchaser's proposed use of the property or services; OR the purchaser's exempt status.

Seller's Name and Address Priority Dispatch, Inc 110 S. Regent St. Ste. 500, Salt Lake City, UT 84111-1997

SECTION 2: ITEMS COVERED BY THIS CERTIFICATE

Check one of the following:

1. All Items purchased.
2. Limited to the following items: _____

SECTION 3: BASIS FOR EXEMPTION CLAIM

Check one of the following:

1. For Lease. Purchaser will lease the property and elects to pay tax based on rental receipts. Enter sales tax license or use tax registration number: _____
2. For Resale at Retail. Enter Sales Tax License Number: _____
3. Direct Pay - Authorized to pay use tax on qualified transactions directly to Michigan Treasury under account number: _____

The following exemptions DO NOT require the purchaser to provide a number:

4. Agricultural Production. Enter percentage: _____%
5. Government Entity (U.S. or its instrumentalities, State of Michigan or its political subdivisions), Nonprofit School, Nonprofit Hospital, Church or House of Religious Worship (circle type of organization)
6. Contractor (provide Michigan Sales and Use Tax Contractor Eligibility Statement (Form 3520)).
7. For Resale at Wholesale.
8. Industrial Processing. Enter percentage: _____%
9. Nonprofit Internal Revenue Code Section 501(c)(3), 501(c)(4), or 501(c)(19) Exempt Organization.
10. Nonprofit Organization with an authorized letter issued by Michigan Department of Treasury prior to July 17, 1998 (sales tax) or June 13, 1994 (use tax).
11. Rolling Stock purchased by an Interstate Motor Carrier.
12. Other (explain): _____

SECTION 4: CERTIFICATION

I declare, under penalty of perjury, that the information on this certificate is true, that I have consulted the statutes, administrative rules and other sources of law applicable to my exemption, and that I have exercised reasonable care in assuring that my claim of exemption is valid under Michigan law. In the event this claim is disallowed, I accept full responsibility for the payment of tax, penalty and any accrued interest, including, if necessary, reimbursement to the vendor for tax and accrued interest.

Business Name City of Rochester		Type of Business (see codes on page 2) 05-Government
Business Address 400 Sixth Street		City, State, ZIP Code Rochester, MI 48307
Business Telephone Number (include area code) (248) 733-3700		Name (Print or Type) Christina Meyers
Signature <i>Christina Meyers</i>	Title Account Technician	Date Signed 02/25/2026

2026 Rochester Event Calendar Tentative Events

March 3, 2026 (updated)						
Month	Time	Event	Location	Reviewed Department Heads	Reviewed Police Chief	Council Approval
January						
16-17	10am-9pm	Fire & Ice Festival	E. Third/Water	Yes	Yes	N/A
18	9am-11am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	N/A
February						
		No Events				
March						
17	7am-2am	St. Patrick's Day Celebration	O'Connors	Yes	Yes	N/A
17	10 am-Midnight	St. Baldricks Celebration	Fourth/Walnut	Yes	Yes	N/A
20-22	9am-5pm	Knights of Columbus	Main/University	Yes	Yes	N/A
April						
May						
9	Noon-3pm	Detroit Dachshund Club Wiener Walk	Municipal Park	Yes	Yes	N/A
23	10am-1pm	Run for Relieve 5K	Municipal Park	Yes	Yes	Pending
29-31	All Day	Heritage Festival (pends application)	Municipal Park	Yes		Pending
30	6:30am-5pm	Festival of Cars Show	Municipal Park	Yes	Yes	N/A
June						
6	8am-10am	OPC 5KRun/Walk Meals for Wheels	Clinton River	Yes	Yes	N/A
28	8am-6pm	Pride in the Park	Municipal Park	Yes	Yes	N/A
July						
19	11am-3pm	Italian Happening Car Show	Municipal Park	Yes	Yes	N/A
25	6am-11am	Woodhouse 5K for New Day	Municipal Park	Yes	Yes	N/A
August						
1	6am-2pm	Detroit Congenital Heart Walk	Municipal Park	Yes	Yes	N/A
9	5am-5pm	Rockin Rods	Walnut-2nd-4th	Yes	No	N/A
23	7am-3pm	St. Johns Lutheran Church Family Praise in the Park	Municipal Park	Yes	Yes	N/A

September									
11, 12, 13	8am-7pm	Art & Apples		Municipal Park	Yes	Yes	Yes	Pending	
26	9am-12pm	Men of the Sacred Hearts 5K Fun Run		St. Andrews	Yes	Yes	Yes	Approved	
October									
4	8:30am-1130 am	Scare Away Hunger 5K and Family Fun Run		Municipal Park	Yes	Yes	Yes	N/A	
17	9am-12:30pm	Making Strides Against Breast Cancer		Municipal Park	Yes	Yes	Yes	N/A	
November									
23	6pm-9pm	Lagniappe (Pending Application)		Main/Fourth	No	No	No	No	
December									
4, 5	10am-9pm	Kris Kringle Event (Pending Application)		Main/Fourth	No	No	No	No	
6	2pm-4pm	Christmas Parade (Pending Application)		Main Street	No	No	No	No	



of Rochester

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

MEMORANDUM

Date: March 3, 2026
To: Mayor and City Council
From: Jeanine Offer, City Beautiful Commission
Subject: Bird City Application and Resolution
Anticipated Budget Impact: \$200 annually

Issue: Presentation of Bird City Resolution

Analysis: Nik Banda will present information on Bird City Application and Resolution

Requested Action: Recommendation that the Mayor sign Bird City Resolution

Attachment(s): Bird City Resolution

Rochester to applying to become recognized by the Michigan Audubon as a Bird City. This effort will show the residents and visitors of the City Rochester of their commitment to continue sustainability efforts and support of the ecosystems including the birds. This is a great addition to the City's standing as a Tree City and a signor of the Mayor's Monarch Pledge.

To note their support, the City is to sign a Resolution in commitment to the Bird City Initiatives, on Monday March 9th as a part of their Bird City application.



City of Rochester

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Bird City Michigan Resolution

Whereas, birds are some of the most beautiful and easily observed wildlife that share our communities, *and*

Whereas, many citizens recognize and value birds that are residents and those that pass through during their migration seasons, *and*

Whereas, birds play an important ecological role in our community, controlling insect pests and contributing to pollination and seed dispersal, *and*

Whereas, birds play an important economic role in our community, attracting tourists and generating millions in recreational dollars statewide, *and*

Whereas, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, *and*

Whereas, public awareness and concern are crucial components of migratory bird conservation, *and*

Whereas, since 1993 World Migratory Bird Day (WMBD) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S., *and*

Whereas, through Bird City, hundreds of thousands of people will observe WMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, *and*

Whereas, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations, *and*

Whereas, sound policies and practices enhancing natural ecosystems and reducing threats to birds also make healthier communities for people, *and*

Whereas, Bird City is an initiative to build relationships within local communities and guide action to protect and conserve birds, *and*

Whereas, the City of Rochester finds that it is in the best interest of the community and its residents to show its support for the Bird City initiative.

NOW THEREFORE BE IT RESOLVED BY the City Council of the City of Rochester, as follows:

1. The above recitals are incorporated herein and made a part hereof.
2. The City of Rochester, by adoption of this Resolution, hereby shows its support of the Bird City initiative.
3. If any section, paragraph, clause, or provision of this Resolution shall be held invalid, said invalidity shall not affect any other provision of this Resolution.
4. This Resolution shall be in full force and effect upon its passage and approval in the manner provided by law.

ADOPTED by City Council of the City of Rochester, this 9th day of March 2026.

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 March 9, 2026.

Lee Ann O'Connor, City Clerk



City of Rochester

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

MEMORANDUM

Date: March 3, 2026
To: Mayor and Members of City Council
From: Marcy Moriwaki, Deputy Finance Director/Deputy Treasurer
Subject: Approval of Interlocal Agreement with the City of Rochester Hills for Assessment Services
Budget
Impact: FYE 2026 Budget & FYE 2027 General Ledger Number: 101-201.000-805.000

BACKGROUND

The City of Rochester is required under the Michigan General Property Tax Act (MCL 211.1 et seq.) to annually discover, list, and value all real and personal property subject to taxation within the City. For many years, the City partnered with the Oakland County Equalization Division to provide assessment administration services. This intergovernmental arrangement historically supported assessment continuity, administrative efficiency, and streamlined reporting for equalization purposes.

In 2025, upon renewal of the County contract, the City was presented with a substantial rate increase. The proposed 2025 rate reflected an **85% increase over current rates**. While Oakland County has historically provided professional and high-quality service, pricing of this magnitude raised long-term sustainability concerns.

Due to the timing of the increase and the risk of service disruption mid-assessment cycle, Rochester City Council reluctantly approved Oakland County's new assessing contract, but City Council tasked the Finance Department to explore other assessing service options to provide high-quality, economically responsible alternatives. Following evaluation, staff recommend transitioning assessment services to the City of Rochester Hills under the attached interlocal agreement.

PROPOSED AGREEMENT SUMMARY

Under the proposed agreement, the City of Rochester Hills will provide comprehensive real and personal property assessment administration services, including:

- Annual assessment of all taxable real and personal property
- Property inspections, valuation, and processing of new construction and demolitions
- Maintenance of property data in the City's CAMA system
- Sales and market analysis, including ECF studies
- Processing statutory exemptions (PRE, poverty, disabled veteran, etc.)
- Preparation and certification of the assessment roll
- Serving as non-voting Secretary to the Board of Review
- Representation in Michigan Tax Tribunal Small Claims matters (standard cases)

TERM AND COMPENSATION

The agreement term is **three (3) years and three (3) months**, beginning **April 1, 2026**, and ending **June 30, 2029**.

COST COMPARISON

Oakland County (Executed Contract)

Contract Period	Cost
FY 2025-26	\$184,172
FY 2026-27	\$191,140
FY 2027-28	\$201,039

Rochester Hills Proposal

Contract Period	Cost
4/1 – 6/30/26	\$38,792 partial
FY 2026-27	\$155,168
FY 2027-28	\$162,926
FY 2028-29	\$171,103

CONCLUSION

Approval of the attached Interlocal Agreement will allow the City of Rochester to continue fulfilling its statutory assessment obligations through a professional municipal partnership while ensuring fiscal responsibility and long-term sustainability.

REQUESTED ACTION:

It is recommended that City Council approve entering an Interlocal Agreement with the City of Rochester Hills for the provision of real and personal property assessment administration services, as detailed in the attached proposed agreement, and authorize the City Manager, Nik Banda, to execute the agreement on behalf of the City of Rochester.

ATTACHMENT:

Interlocal Agreement for the Provision of Real and Personal Property Assessment Administration Services

Interlocal Agreement for Assessment Services

INTERLOCAL AGREEMENT FOR THE PROVISION OF REAL AND PERSONAL PROPERTY ASSESSMENT ADMINISTRATION SERVICES

This Agreement is made and entered into this ____ day of _____, 20__, by and between the **CITY OF ROCHESTER HILLS**, a Michigan municipal corporation, whose address is 1000 Rochester Hills Drive, Rochester Hills, MI 48309, and the **CITY OF ROCHESTER**, a Michigan municipal corporation, whose address is 400 Sixth Street, Rochester, MI 48307.

RECITALS

A. **Legal Authority:** The city of Rochester is required by the Michigan General Property Tax Act, MCL 211.1 et seq., to annually discover, list, and value for assessment purposes all real and personal property subject to taxation within its jurisdictional boundaries.

B. **Rochester Hills Capability:** The city of Rochester Hills maintains a fully staffed and certified Assessing Department with the requisite expertise, personnel, and technological infrastructure to perform professional assessment administration services in full compliance with State law.

C. **Rochester's Need:** The city of Rochester desires to contract for professional assessment administration services to fulfill its statutory duties, representing a strategic decision to partner with a neighboring municipality following a period of service provision by Oakland County.

D. **Mutual Agreement:** The city of Rochester Hills has determined it has the capacity to provide such services and has agreed to do so for the city of Rochester in accordance with the terms and conditions set forth herein.

E. **Statutory Basis for Agreement:** This Agreement is entered into pursuant to the authority granted by the Urban Cooperation Act of 1967, MCL 124.501 et seq., which authorizes public agencies to enter into interlocal agreements for the joint exercise of powers they commonly possess.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements contained herein, the Parties agree as follows:

Section 1: Definitions

For the purposes of this Agreement, the following terms shall have the meanings ascribed to them below:

1.1 "Agreement": Shall mean this Interlocal Agreement for the Provision of Real and Personal Property Assessment Administration Services, including all sections and attachments hereto.

1.2 "Assessor": Shall mean the Michigan Master Assessing Officer (MMAO) certified individual, employed by the city of Rochester Hills, who is designated to be responsible for preparing and certifying the city of Rochester's assessment roll in accordance with this Agreement and MCL 211.10d.

1.3 "The city of Rochester Hills Agent(s)": Shall mean all of the city of Rochester Hills elected and appointed officials, directors, officers, employees (including the Assessor and all assessing staff), departments, volunteers, and representatives acting within the scope of their duties.

1.4 "The city of Rochester's Agent(s)": Shall mean all of the city of Rochester's elected and appointed officials, directors, officers, employees, departments, volunteers, and representatives acting within the scope of their duties.

1.5 "The city of Rochester's Taxpayer": Shall mean any individual, person, or legal entity owning property within the city of Rochester and liable for property taxes assessed by the city of Rochester.

1.6 "Assessment Services": Shall mean the comprehensive Real and Personal Property Assessment Administration Services as more fully described in Section 3 of this Agreement.

1.7 "State": Shall mean the State of Michigan and its various departments and agencies, including but not limited to the State Tax Commission ("STC"), the Michigan Department of Treasury, and the Michigan Tax Tribunal ("MTT").

Section 2: Purpose of Agreement

The purpose of this Agreement is for the city of Rochester Hills to furnish the professional Assessment Services necessary for the city of Rochester to fulfill its official statutory functions and legal responsibilities pertaining to property tax appraisal and assessment under the General Property Tax Act and other applicable laws of the State.

Section 3: Scope of Assessment Services

The city of Rochester Hills, through its Assessor and designated assessing staff, shall perform the following Assessment Services for and on behalf of the city of Rochester:

3.1 Annual Assessment: Perform the annual assessment of all taxable real and personal property located within the city of Rochester's boundaries as of the statutory

Tax Day (December 31) in accordance with the General Property Tax Act and the standards promulgated by the STC.

3.2 Property Inspection and Valuation: Inspect, measure, list, and value all new construction, additions, alterations, demolitions, and fire damage. Conduct a regular and systematic canvass for taxable personal property and process all personal property statements as required or permitted by law.

3.3 Data Management: Enter and maintain all property characteristic and valuation data in the city of Rochester's Computer Assisted Mass Appraisal (CAMA) software system. Uncap taxable values upon the transfer of ownership as required by Proposal A and implementing statutes. The city of Rochester shall provide the city of Rochester Hills with remote access to city of Rochester's CAMA software system.

3.4 Sales and Market Analysis: Collect, verify, and analyze sales data to generate accurate land value studies and Economic Condition Factors (ECFs) for the city of Rochester's various market neighborhoods and property classes.

3.5 Exemption Processing: Receive, process, review, and audit all applications for statutory exemptions, including but not limited to Principal Residence Exemptions (PRE), poverty exemptions, disabled veteran exemptions, and exemptions for charitable or religious organizations.

3.6 Assessment Roll Preparation: Prepare and maintain the ad valorem assessment roll, any special act-related assessment rolls (e.g., Industrial Facilities Tax), and ensure the ongoing accuracy of property classifications and legal descriptions.

3.7 Assessment Notices and Personal Property Statements and Forms: Prepare and cause to be mailed the annual Notice of Assessment, Taxable Valuation, and Property Classification to all the city of Rochester's Taxpayers as required by MCL 211.24c.

Prepare and cause to be mailed the annual Personal Property Statements and Forms to all appropriate Rochester Taxpayers.

The city of Rochester shall be responsible for all printing and delivery costs (e.g. first-class mail postage, certified mail, or third party delivery) for any and all real and personal property letters, assessment change notices, statements and/or forms, etc.

3.8 Certification of Roll: The Assessor shall certify the assessment roll for the city of Rochester in accordance with all requirements of MCL 211.1 et seq. and STC guidelines.

3.9 Board of Review Secretary: The Assessor shall serve as the non-voting Secretary to the city of Rochester's Board of Review. In this capacity, the Assessor shall attend all required meetings of the March, July, and December Boards of Review; present the certified assessment roll to the Board; and defend assessments under appeal before the Board.

3.10 Public Inquiries: Respond in a timely and professional manner to public inquiries from Rochester Taxpayers regarding assessment records, valuation methodologies, and appeal rights.

3.11 Parcel Maintenance: The city of Rochester Hills will review the city of Rochester-approved property splits and combinations prior to creating new parcel identification numbers (PINs) and legal descriptions accordingly.

3.12 Calculation of Estimations: The city of Rochester Hills will assist the city of Rochester in its own internal estimations of cost for commercial and/or industrial real property for special act project cost benefit analysis; provided that the necessary construction cost detail, and any other application related information, is made available. Rochester Hills will not prepare estimates for speculative commercial, industrial or residential developments that are requested by private individuals, developers, or other private parties.

Section 4: Michigan Tax Tribunal (MTT) Proceedings

The Parties agree to the following protocol for handling all property tax assessment appeals filed with the MTT:

4.1 Full Tribunal Proceedings: For any appeal filed in the MTT's Full Tribunal (Entire Tribunal), the city of Rochester shall be solely responsible for retaining and compensating its own legal counsel and any necessary expert witnesses or fee appraisers. The city of Rochester's attorney will file its answer to each petition filed with the Entire Tribunal and will be responsible for all legal filings, including discovery, with the Tribunal. The city of Rochester Hills Assessor and staff shall cooperate fully with the city of Rochester's designated legal counsel, provide all necessary data, analysis, and documentation, and provide testimony as an expert or fact witness as required. The city of Rochester Hills shall not be responsible for providing legal representation or paying litigation costs for Full Tribunal matters. The city of Rochester's attorney will collaborate with the city of Rochester Hills' Assessor to reach a mutual agreement regarding settlement.

4.2 Small Claims Division:

4.2.1 Standard Cases: For non-complex residential and commercial property appeals filed in the MTT's Small Claims Division, the city of Rochester Hills Assessor or designated staff shall prepare the valuation disclosure, represent the city of Rochester at the hearing, and provide all necessary evidence and testimony. This service is included within the scope of this Agreement.

4.2.2 Complex Cases: If a Small Claims case is determined by mutual agreement of the Parties to involve significant or novel legal issues, complex valuation problems, or potential precedent-setting outcomes, the Parties may agree that the city of Rochester's

attorney shall handle the case directly, with all associated costs borne by the city of Rochester.

4.3 Higher Court Appeals: The city of Rochester shall be solely responsible for all costs, including attorney fees and expert witness fees, for any appeals of MTT decisions to the Michigan Court of Appeals or the Michigan Supreme Court.

4.4 Defense, Stipulation and Case Settlements: The city of Rochester Hills Assessor will respectfully defend and/or negotiate all cases brought against the city of Rochester. The city of Rochester Hills Assessor will be responsible for the final stipulation and settlement decisions.

Section 5: State Tax Commission (STC) Matters

The city of Rochester Hills Assessor shall assist the city of Rochester with all matters before the STC, including responding to STC inquiries, defending against STC-initiated assessment changes, and preparing and filing petitions related to the assessment of incorrectly reported or omitted property under MCL 211.154.

Section 6: Manner of Service Provision and Independent Contractor Status

6.1 Independent Contractor: In the performance of this Agreement, the city of Rochester Hills is, and shall be deemed to be, an independent contractor. Its Agents are not and shall not be deemed to be employees of the city of Rochester for any purpose, including but not limited to eligibility for pension benefits, health insurance, workers' compensation, or any other employment-related benefit.

6.2 Rochester Hills Control: The city of Rochester Hills shall have sole and exclusive authority and control over its Agents, including the right to hire, fire, discipline, supervise, train, assign duties, and set compensation. The city of Rochester shall not provide job instructions or attempt to control, supervise, or direct the manner or means by which the city of Rochester Hills Agents perform the Assessment Services.

6.3 Office Location: All Assessment Services shall be primarily conducted from the city of Rochester Hills offices located at 1000 Rochester Hills Drive, Rochester Hills, MI. The city of Rochester Hills Agents will not maintain regular or scheduled office hours at the city of Rochester's municipal offices.

6.4 Board of Review Meetings: The city of Rochester Hills will provide adequate, accessible, and appropriate meeting space for the conduct of all public hearings of the Board of Review. Reasonable accommodations will also be made for the public to come to make any assessing-related inquiries.

6.4 No Dual Employment: No Rochester Hills Agent performing services under this Agreement shall be simultaneously employed by, or contracted with, the city of Rochester in any other capacity during the term of this Agreement.

Section 7: Responsibilities of the city of Rochester

The city of Rochester acknowledges that its active cooperation is essential to the successful performance of this Agreement and hereby agrees to be responsible for the following:

7.1 Provision of Documents: Provide the city of Rochester Hills Assessor with timely and complete copies of all issued building permits, demolition permits, fire inspection reports, and any other municipal documents that affect property status, characteristics, or value.

7.2 Forwarding of Filings: Establish a reliable process to promptly forward all Property Transfer Affidavits, Principal Residence Exemption forms, personal property statements, and other assessment or tax-related documents received by any department of the city of Rochester to the city of Rochester Hills Assessor.

7.3 Owner Information: Maintain and provide the city of Rochester Hills Assessor with current property owner names and mailing addresses as maintained by the city of Rochester clerk, treasurer, or other relevant department.

7.4 Board of Review Members: Be solely responsible for the recruitment, appointment, and compensation of its citizens to serve on the city of Rochester's Board of Review in accordance with all applicable provisions of the General Property Tax Act.

7.5 Economic Development Information: Provide the city of Rochester Hills Assessor with copies of all ordinances, development plans, applications, and resolutions related to any Tax Increment Finance (TIF) districts, P.A. 198 Commercial Redevelopment districts, P.A. 210 Commercial Rehabilitation districts, Neighborhood Enterprise Zones (NEZ), or any other economic development or tax abatement programs operating within the city of Rochester.

7.6 Meeting Space:

The city of Rochester will provide adequate work space and access to printers, copiers, the internet, etc. for the city of Rochester Hills while working at the city of Rochester's offices.

7.7 FOIA: Be the designated authority responsible for receiving and responding to all Freedom of Information Act (FOIA), MCL 15.231 et seq., requests for public records pertaining to the city of Rochester's assessment data that are created and maintained by the city of Rochester Hills.

Section 8: Term and Compensation

8.1 Term: This Agreement shall be for an initial term of three (3) years and three (3) months, commencing on April 1, 2026, and ending on June 30, 2029.

8.2 Compensation: The city of Rochester shall compensate the city of Rochester Hills for the Assessment Services based on the per-parcel rates set forth in the table below. The parcel counts shall be verified and mutually agreed upon by the Parties prior to the execution of this Agreement.

Schedule of Fees and Payments

Fee Component	Per-Parcel Rate	Parcel Count (To Be Confirmed)	Three Month Fee
April 1, 2026 to June 30, 2026	\$26.00	5,968	\$38,792
Fee Component	Per-Parcel Rate	Parcel Count (To Be Confirmed)	Annual Fee
July 1, 2026 to June 30, 2027	\$26.00	5,968	\$155,168
July 1, 2027 to June 30, 2028	\$27.30	5,968	\$162,926
July 1, 2028 to June 30, 2029	\$28.67	5,968	\$171,103
Total Compensation			\$527,989

8.2.1 Should the city of Rochester fail or neglect to undertake their tasks outlined in any of the sections of this Agreement, and the city of Rochester Hills has to take on additional work tasks, then the city of Rochester Hills will be paid on a time and material basis.

8.3 Payment Schedule

- **Initial Payment:** For the initial period of April 1, 2026, to June 30, 2026, the invoice will be submitted during the first week of July 2026. The regular quarterly schedule will commence thereafter.
- **Payment Schedule:** The Total Annual Compensation will be paid to the City of Rochester Hills in four (4) equal quarterly payments.

- **Invoicing:** The City will issue an invoice for the preceding quarter's activities within the first week of each new quarter.
- **Payment Terms:** Payment is due within thirty (30) days of the invoice date.

8.4 Late Payment: Any amounts unpaid by the specified due date may be subject to interest at the maximum rate permitted by Michigan law. The city of Rochester Hills reserves the right to suspend the provision of Assessment Services upon thirty (30) calendar days' written notice to the city of Rochester for any payment more than sixty (60) days in arrears.

Notwithstanding any other term and condition in this Agreement, should the city of Rochester Hills pursue any legal action in any court to secure payment, the city of Rochester agrees to pay all costs and expenses, including attorney's fees and court cost, incurred by the city of Rochester Hills in the collection of any amount owed by the city of Rochester.

Section 9: Cancellation or Termination

Either Party may terminate this Agreement, with or without cause, by providing the other Party with a minimum of ninety (90) calendar days' advance written notice. The city of Rochester's obligation to pay for all services rendered and costs incurred prior to the effective date of termination shall survive any such termination.

Section 10: Indemnification, Liability, and Governmental Immunity

10.1 No Waiver of Governmental Immunity: Nothing in this Agreement is intended to, nor shall it be construed as, a waiver or limitation of the governmental immunity granted to either Party, or their respective Agents, under the Michigan Governmental Tort Liability Act, MCL 691.1401 et seq., or any other provision of Michigan law.

10.2 Each Party Responsible for Own Acts: Each Party to this Agreement shall be responsible for any and all claims, demands, and liabilities asserted against it arising from the acts or omissions of its own Agents.

10.3 No Indemnification from city of Rochester Hills: The city of Rochester shall have no right to indemnification, contribution, or subrogation from the city of Rochester Hills or its Agents for any claim, liability, judgment, or loss of any kind asserted against the city of Rochester by any third party (including, but not limited to, a Rochester Taxpayer), even if such claim arises from or is related to the Assessment Services provided under this Agreement. The city of Rochester agrees that it is solely responsible for the costs of its own legal defense.

10.4 No Warranty: The city of Rochester Hills makes no warranty or guarantee, express or implied, that the assessments provided will withstand any and all legal or administrative challenges or that they will result in a specific level of tax revenue for the city of Rochester. The city of Rochester Hills warrants only that the Assessment Services will be performed in a professional manner consistent with the standards of the assessing profession in Michigan.

The Parties agree that the city of Rochester Hills shall not be in breach of this Agreement or responsible for any consequential or compensatory damages arising from any late performance or non-performance of this Agreement caused by circumstances which are beyond the city of Rochester Hills control (e.g. extreme illnesses, natural disasters, or other “acts of God”).

Section 11: General Provisions

11.1 Notices: All notices required or permitted under this Agreement shall be in writing and shall be deemed to have been duly given when delivered personally or when sent by certified mail, return receipt requested, to the respective City Clerks at the addresses first listed above:

- **To Rochester Hills:** City Clerk, City of Rochester Hills, 1000 Rochester Hills Drive, Rochester Hills, MI 48309.
- **To Rochester:** City Clerk, City of Rochester, 400 Sixth Street, Rochester, MI 48307.

11.2 Governing Law: This Agreement shall be governed by, and construed in accordance with, the laws of the State of Michigan. Venue for any legal action arising from this Agreement shall be in the appropriate court in Oakland County, Michigan.

11.3 Entire Agreement and Amendments: This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may only be amended by a written instrument, duly executed by both Parties and approved by resolution of their respective governing bodies.

11.4 No Third-Party Beneficiaries: This Agreement is for the sole and exclusive benefit of the Parties hereto and is not intended to create, and shall not be construed as creating, any rights, contractual or otherwise, in any third party.

11.5 Filing and Effectiveness: This Agreement shall become effective upon its execution by the authorized representatives of both Parties and its filing with the Oakland County Clerk and the Michigan Secretary of State, as required by the Urban Cooperation Act.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized officials as of the date first written above.

CITY OF ROCHESTER HILLS

By: _____
Bryan Barnett, Mayor

CITY OF ROCHESTER

By: _____
Nik Banda, City Manager

MAYOR'S MONARCH PLEDGE

WHEREAS, the Monarch Butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of Americans, and

WHEREAS, 20 years ago, more than one billion Eastern monarch butterflies migrated to Mexico, but in the winter of 2014, only 60 million made the trip, and

WHEREAS, cities, villages and counties have a critical role to play to help save the monarch butterfly, and the City of Rochester will play a leadership role by promoting and developing Monarch habitat, and

WHEREAS, every citizen of the City of Rochester can make a difference for the Monarch by planting native milkweed and nectar plants to provide habitat for the Monarch and pollinators in locations where people live, work, learn, play and worship, and

WHEREAS, on behalf of the people of City of Rochester who have already joined in creating healthy habitat for these magnificent butterflies, I am honored to lead the way by adopting the National Wildlife Federation's President's Monarch Pledge and I encourage other village and city officials across our great nation to take a stand with me so that the Monarch butterfly will once again flourish across the continent.

Now, Therefore, I, Debbie Jones, Mayor of the City of Rochester, Michigan do hereby proclaim Monday, March 9, 2026 as Mayor's Monarch Pledge Day in the City of Rochester.



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

DATE: March 5, 2026

TO: Honorable Mayor Jones & Rochester City Council

FROM: Kristi Trevarrow, Executive Director

RE: FY27 Proposed DDA Budget

Attached you will find the FY27 Proposed DDA Budget. It incorporates the budget adjustments for the construction of The Graham, as approved by City Council at the February 23, 2026 Meeting.

We plan to be in attendance at the March 9 City Council Meeting to present the proposed DDA Budget. Please let us know if you have any questions.

Thank you for your consideration!

GL Number	Description	24-25 Activity	25-26 Projected	26-27 Proposed	27-28 Proposed	28-29 Proposed
Fund: 248 DOWNTOWN DE						
Account Category: Estimati						
248-000.000-402.000	CURRENT PROPERTY TAXES	2,301,582	2,272,292	2,340,460	2,410,674	2,482,994
248-000.000-528.001	ARPA FEDERAL FUNDS	698,614	-	232,871	-	-
248-000.000-569.000	STATE GRANTS		-	-	-	-
248-000.000-573.000	LOCAL COMMUNITY STABILIZATION	78,198	79,762	81,357	83,391	85,893
248-000.000-605.011	BIG BRIGHT LIGHT SHOW		75,000	75,000	75,000	77,250
248-000.000-605.012	FESTIVAL OF TREES		6,000	6,000	6,000	6,180
248-000.000-605.032	DDA BUSINESS DEVELOPMENT	31,733	25,000	25,000	25,750	26,523
248-000.000-605.051	GRAHAM PROGRAMMING			107,450	141,850	146,106
248-000.000-605.058	FARMERS MARKET		28,000	28,000	28,000	28,840
248-000.000-665.072	INTEREST -MICHIGAN CLASS	125,836	119,250	50,000	51,500	53,045
248-000.000-676.000	ADMINISTRATIVE CROSS CHARGE	60,864	77,270	79,588	81,976	84,435
248-000.000-692.000	MISCELLANEOUS INCOME	50	1,137	1,165	1,200	1,236
Estimated Revenues		3,296,877	2,683,711	3,026,891	2,905,341	2,992,502
Account Category: Appropr						
248-703.000-701.000	SUPERVISOR SALARIES	96,105	96,971	99,000	101,970	105,029
248-703.000-701.002	PART-TIME WAGES	9,895	11,000	13,821	14,235	14,662
248-703.000-710.101	LONGEVITY	2,100	2,100	2,100	2,100	2,163
248-703.000-715.000	FICA	8,060	7,261	7,479	7,703	7,934
248-703.000-716.000	HOSPITALIZATION	28,593	30,370	31,281	32,220	33,186
248-703.000-716.004	HOSPITALIZATION -HSA FUNDING	4,200	4,200	4,200	4,200	4,326
248-703.000-718.000	RETIREMENT CONTRIBUTION	10,673	10,991	11,321	11,660	12,010
248-703.000-718.002	EMPLOYER RETIREMENT CONTRIBUT	1,500	1,500	1,500	1,500	1,545
248-703.000-719.000	INSURANCE OTHER THAN MEDICAL	1,745	1,819	1,874	1,930	1,988
248-703.000-720.000	WORKER'S COMP. INSURANCE		322	332	342	352
248-703.000-721.000	UNEMPLOYMENT COMP. INSURANCE	22	23	24	24	25
248-703.000-728.000	POSTAGE	1,918	3,464	3,515	3,620	3,729
248-703.000-729.000	PRINTING & OFFICE SUPPLIES	26,544	24,408	24,768	25,511	26,276
248-703.000-757.000	OPERATING SUPPLIES	541	2,972	3,016	3,106	3,199
248-703.000-760.000	FARMERS MARKET		17,000	17,510	18,035	18,576
248-703.000-761.000	BIG BRIGHT LIGHT		319,300	328,879	338,745	348,908
248-703.000-803.000	LEGAL SERVICES	9,425	2,310	2,344	2,414	2,486
248-703.000-804.000	AUDITING	3,025	3,409	3,459	3,563	3,670
248-703.000-805.000	CONTRACTUAL SERVICES	19,058	15,410	15,490	15,955	16,434
248-703.000-805.009	CONTRACT SVCS - BUS. DEV COMM	62,564	30,512	22,494	23,169	23,864
248-703.000-805.010	CONTRACT SVCS - D.P.W.	10,000	10,404	10,558	10,875	11,201
248-703.000-805.011	CONTRACT SVCS - MAINTENANCE	3,186	31,687	26,261	27,049	27,860
248-703.000-805.027	CABLE CASTING	2,925	4,619	4,686	4,827	4,972
248-703.000-805.030	CONTRACT SVCS - DUMPSTERS	111,694	136,638	138,652	142,812	147,096
248-703.000-805.050	CONTRACT SVCS - EMPLOYMENT	1,500	1,964	1,993	2,053	2,115
248-703.000-811.000	GENERAL INSURANCE	17,304	17,025	17,276	17,794	18,328
248-703.000-850.000	TELECOMMUNICATIONS	8,459	6,867	6,968	7,177	7,392
248-703.000-861.002	EQUIPMENT LEASE - COPY MACHIN	13,436	18,472	18,744	19,306	19,885
248-703.000-863.001	PROFESSIONAL DEVELOPMENT	1,210	882	895	922	950
248-703.000-863.002	TRAVEL	8,723	1,732	1,758	1,811	1,865
248-703.000-921.000	LIGHT & POWER	46,089	49,540	50,270	51,778	53,331
248-703.000-922.000	HEAT-BUILDING	990	706	716	737	759
248-703.000-923.000	WATER & SEWER CHARGES	440	197	-	-	-
248-703.000-931.000	MAINTENANCE & REPAIRS - EQUIP	54	578	586	604	622
248-703.000-940.000	RENTAL OF LAND	33,507	34,958	35,473	36,537	37,633
248-703.000-940.002	RENTAL OF LAND - D.D.A. OTHER		-	-	-	-

248-703.000-955.002	COMMUNITY AFFAIRS- EXTERNAL	4,311	3,890	3,947	4,065	4,187
248-703.000-957.000	DUES & SUBSCRIPTIONS	9,571	3,278	3,326	3,426	3,529
248-703.000-963.000	MISCELLANEOUS	991	-	-	-	-
248-703.000-963.002	MERCHANT SERVICE FEES	11,509	5,168	-	-	-
248-703.000-995.001	ADMINISTRATIVE CROSS CHARGE	141,524	212,264	218,632	225,191	231,947
248-703.000-995.004	COMPUTER RENTAL	2,209	2,298	2,332	2,402	2,474
248-729.000-757.000	OPERATING SUPPLIES		-	-	-	-
248-729.000-760.001	FESTIVAL OF TREES		45,916	47,294	48,713	50,174
248-729.000-780.000	GRAHAM PROGRAMMING		-	28,500	41,500	42,745
248-729.000-790.010	FOODIE FEBRUARY	477	-	-	-	-
248-729.000-790.011	KRIS KRINGLE MARKET		301	-	-	-
248-729.000-791.001	SIDEWALK SALES		195	-	-	-
248-729.000-791.003	MAGICAL MURAL TOUR		805	-	-	-
248-729.000-791.012	HALLOWEEN		622	-	-	-
248-729.000-791.013	DOWNTOWN MAKERS MARKET	45	-	-	-	-
248-729.000-793.000	SNOWMAN STROLL	500	-	-	-	-
248-729.000-805.000	CONTRACTUAL SERVICES	200,000	-	-	-	-
248-729.000-963.000	MISCELLANEOUS	12,849	20,000	-	-	-
248-900.000-974.000	SITE IMPROVEMENT		-	50,000	50,000	50,000
248-900.000-974.019	CAPITAL ASSETS - MAINT & MINO	258,564	211,150	216,429	222,922	229,610
248-900.000-974.121	SIDEWALK RECONSTRUCTION	2,500	18,000	22,000	22,660	23,340
248-900.000-974.210	STREET LIGHTING REPLACEMENT	248,368	-	-	100,000	250,000
	AUDIT AP ADJUSTMENT		28,483			
248-900.000-974.256	BOLLARD REPLACEMENT		-	-	-	-
248-900.000-974.260	FARMERS MARKET PROJECT	273,961	2,300,000	800,000	700,000	-
248-900.000-991.002	LAND CONTRACT - 265 E SECOND	427,775	185,172	185,172	185,172	185,172
248-965.000-995.203	TRANS TO MVH LOCAL STREET FUN	170,145	433,000	-	450,000	463,500
248-965.000-995.516	TRANS TO AUTO PARKING FUND	325,000	325,000	325,000	325,000	334,750
Appropriations		2,635,784	4,697,153	2,811,875	3,317,335	2,835,799
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL ESTIMATED REVENUES		3,296,877	2,683,711	3,026,891	2,905,341	2,992,502
TOTAL APPROPRIATIONS		(2,635,784)	(4,697,153)	(2,811,875)	(3,317,335)	(2,835,799)
NET OF REVENUES & APPROPRIATIONS:		661,093	(2,013,442)	215,016	(411,994)	156,703
			25-26	26-27	27-28	28-29
Fund Bal						
Beg Bal		2,521,452	508,010	723,026	311,032	
Inflows		2,683,711	3,026,891	2,905,341	2,992,502	
Outflows		(4,697,153)	(2,811,875)	(3,317,335)	(2,835,799)	
End Bal (Math)		508,010	723,026	311,032	467,735	



Love local
ROCHESTER 

**Rochester Downtown
Development Authority**

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

DATE: March 5, 2026

TO: Honorable Mayor Jones & Rochester City Council

FROM: Kristi Trevarrow, Executive Director

RE: FY27 Proposed PSD Budget

Attached you will find the FY27 Proposed PSD Budget, including the Revenue & Expenditure Recap by Event/Promotion.

The highlights of this year's proposed budget include:

- Pausing the Movies in the Moonlight Event
- Adding a second evening concert (Saturday night) to Dancin' in the Street
- Continued investment in the Fire & Ice Festival
- PSD taking over Kris Kringle Warming Tent Operations
- Creating video content to enhance overall marketing efforts

Please let me know if you have any questions! I plan to be in attendance at the March 9 City Council Meeting to present the proposed PSD Budget.

Thank you for your consideration!

3/4/2026

PROPOSED 26-27 PSD BUDGET

		25-26 Budget	26-27 Proposed
GL Number	Description		
Fund: 245 PRINCIPAL SHOPPING DISTRICT FUND			
Account Category: Estimated Revenues			
245-000.000-474.001	PSD INTEREST & PENALTIES	618.00	637.00
245-000.000-605.003	SIDEWALK SALES	10,000.00	10,000.00
245-000.000-605.004	MUSIC FESTIVAL/DANCING	4,000.00	5,000.00
245-000.000-605.007	LAGNIAPPE	7,500.00	7,500.00
245-000.000-605.009	KRIS KRINGLE MARKET	60,000.00	60,000.00
245-000.000-605.011	BIG BRIGHT LIGHT SHOW		
245-000.000-605.013	IN TOWN MAGAZINE	30,000.00	30,000.00
245-000.000-605.015	SPRING MAGAZINE		
245-000.000-605.016	PANCAKES & PJ'S	2,440.00	0.00
245-000.000-605.018	ANNUAL AWARENESS PROGRAM	7,750.00	8,000.00
245-000.000-605.024	FIRE & ICE FESTIVAL	20,000.00	26,000.00
245-000.000-605.029	SNOWMAN STROLL		
245-000.000-605.030	MOVIES IN THE MOONLIGHT	6,000.00	0.00
245-000.000-605.044	HALLOWEEN EVENTS	2,000.00	2,000.00
245-000.000-605.050	DOWNTOWN MAKERS MARKET	7,500.00	7,500.00
245-000.000-605.052	DECK ART	1,500.00	1,500.00
245-000.000-605.057	ROCHESTER POSED	700.00	1,700.00
245-000.000-605.062	FARMERS MARKET		
245-000.000-605.064	ROCHESTER EXPLORERS CLUB	3,500.00	3,500.00
245-000.000-605.065	SMALL BUSINESS SATURDAY	1,500.00	0.00
245-000.000-605.070	CAROLING IN THE CITY		
245-000.000-605.071	DOWNTOWN COOKIE STROLL	12,000.00	15,000.00
245-000.000-665.072	INTEREST -MICHIGAN CLASS	6,305.00	6,494.00
245-000.000-676.000	ADMINISTRATIVE CROSS CHARGE	103,809.00	106,923.00
245-000.000-692.000	MISCELLANEOUS INCOME		
245-000.000-693.100	PRINCIPAL SHOPPING DISTRICT	387,830.00	387,830.00
245-000.000-699.805	TRANS FRM DDA-CONTRACTUAL SRV		
Estimated Revenues		674,952.00	679,584.00

Account Category: Appropriations

245-703.000-701.001	EMPLOYEE WAGES	113,094.00	116,487.00
245-703.000-701.003	OVERTIME WAGES	18,066.00	18,608.00
245-703.000-715.000	FICA	9,783.00	10,076.00
245-703.000-716.000	HOSPITALIZATION	44,400.00	45,732.00
245-703.000-716.004	HOSPITALIZATION -HSA FUNDING	6,300.00	6,489.00
245-703.000-718.001	DEFINED CONTRIBUTION	13,792.00	14,206.00
245-703.000-718.002	EMPLOYER RETIREMENT CONTRIBUTI	3,120.00	3,214.00
245-703.000-719.000	INSURANCE OTHER THAN MEDICAL	536.00	552.00
245-703.000-728.000	POSTAGE		
245-703.000-794.000	SMALL BUSINESS SATURDAY		

245-703.000-863.000	TRAVEL/MEETINGS & CONFERENCES	2,060.00	2,200.00
245-703.000-864.008	CASH-SHORT OR OVER		
245-703.000-995.001	ADMINISTRATIVE CROSS CHARGE	60,962.00	62,791.00
245-729.000-760.000	FARMERS MARKET		
245-729.000-760.001	CAROLING IN THE CITY		
245-729.000-762.000	FIRE & ICE	75,000.00	80,000.00
245-729.000-763.000	FESTIVAL OF TREES		
245-729.000-790.002	PANCAKES & PJ'S	1,530.00	0.00
245-729.000-790.003	IN TOWN MAGAZINE	80,000.00	80,000.00
245-729.000-790.007	TASTE OF FALL		
245-729.000-790.010	FOODIE FEBRUARY	1,500.00	1,500.00
245-729.000-790.011	KRIS KRINGLE MARKET	58,925.00	60,000.00
245-729.000-791.001	SIDEWALK SALES	3,000.00	3,000.00
245-729.000-791.002	DANCIN' IN THE STREET	12,000.00	25,000.00
245-729.000-791.003	MAGICAL MURAL TOUR	1,500.00	1,800.00
245-729.000-791.004	ANNUAL AWARENESS	41,921.00	50,000.00
245-729.000-791.009	LAGNIAPPE	15,767.00	17,000.00
245-729.000-791.010	PUBLIC ART EVENT		
245-729.000-791.011	MOVIES IN THE MOONLIGHT	19,506.00	0.00
245-729.000-791.012	HALLOWEEN	6,778.00	7,000.00
245-729.000-791.013	DOWNTOWN MAKERS MARKET	3,605.00	3,700.00
245-729.000-791.014	DECK ART	1,030.00	1,100.00
245-729.000-791.015	ROCHESTER POSED	1,600.00	1,700.00
245-729.000-791.016	ROCHESTER EXPLORERS CLUB	6,874.00	6,800.00
245-729.000-791.017	DOWNTOWN COOKIE STROLL	8,800.00	9,200.00
245-729.000-792.000	BANNERS	6,180.00	6,400.00
245-729.000-793.000	SNOWMAN STROLL		
245-729.000-794.000	SMALL BUSINESS SATURDAY	4,000.00	4,000.00
245-729.000-805.000	CONTRACTUAL SERVICES		
245-729.000-963.000	MISCELLANEOUS		
245-729.000-995.002	EQUIPMENT RENTAL	10,052.00	10,354.00
Appropriations		631,681.00	648,909.00

Fund 245 - PRINCIPAL SHOPPING DISTRICT FUND:

TOTAL ESTIMATED REVENUES		674,952.00	679,584.00
TOTAL APPROPRIATIONS		631,681.00	648,909.00
NET OF REVENUES & APPROPRIATIONS:		43,271.00	30,675.00

PROGRAM	REVENUE	EXPENDITURES
SIDEWALK SALES	\$ 10,000	\$ 3,000
DANCIN IN THE STREET	\$ 5,000	\$ 25,000
LAGNIAPPE	\$ 7,500	\$ 17,000
KRIS KRINGLE MARKET	\$ 60,000	\$ 60,000
IN TOWN MAGAZINE (2)	\$ 30,000	\$ 80,000
ANNUAL AWARENESS PROGRAM	\$ 8,000	\$ 50,000
FIRE & ICE FESTIVAL	\$ 26,000	\$ 80,000
MAKERS MARKET	\$ 7,500	\$ 3,700
DOWNTOWN TRICK OR TREAT/HALLOWEEN	\$ 2,000	\$ 7,000
DECK ART	\$ 1,500	\$ 1,100
ROCHESTER POSED	\$ 1,700	\$ 1,700
EXPLORERS CLUB	\$ 3,500	\$ 6,800
SMALL BUSINESS SATURDAY	\$ -	\$ 4,000
FOODIE FEBRUARY	\$ -	\$ 1,500
COOKIE STROLLS (2)	\$ 15,000	\$ 9,200
MAGICAL MURAL TOUR	\$ -	\$ 1,800



ROCHESTER AREA YOUTH ASSISTANCE BOARD OF DIRECTORS MEETING AGENDA

Tues, February 24, 2026

5:15 p.m.

Rochester Fire Station

Welcome – Lindsay Wood

January 27, 2026 Meeting Minutes Approval

Caseworker's Report – Amy Beth Sullivan

Treasurer's Report – Liang Fu

Committee Reports:

Youth Council – Charlie Rewold

Financial Assistance – Jan Willhite-Iserman

Fundraising

Pancake Breakfast – Debbie Jones

Family Education

Yoga classes – Amy Beth Sullivan

Spring 2026 - Lindsay Wood

Public Relations – Lindsay Wood

Youth Recognition – Debbie Jones

Scholarships – Debbie Jones

Admin's Report – Mihaela Becker

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

Upcoming dates:

March 16 – Youth Recognition Reception

March 25 – RAYA General Board Meeting

April 9 – RCS Foundation Scholarship Reception

May 2 – RCS Health and Wellness Fair

May 12 – Boating and Water Safety at RHPL



City of Rochester

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

ZONING BOARD OF APPEALS REGULAR MEETING AGENDA

Chairman William Thomas

Zoning Board of Appeals Members:

Denis Fleming, David Gassen, Cody Smith & Ray Thietten

Alternate: Sara King & Jay Huh

400 Sixth Street	February 25, 2026	7:00pm
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1. Call to Order
2. Roll Call
3. Approval Of the Minutes
 - A. Consideration of the Minutes of June 25, 2025.
4. Considerations
 - A. Consideration of 139 Romeo: Seeking a Waiver of Section 2005. – B-1 (b).
6. Miscellaneous
7. 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 248-651-9061 forty-eight (48) hours prior to the meeting. Staff will be pleased to make the necessary arrangements to provide necessary reasonable accommodations, including auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting.



City of Rochester

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

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 Cemetary Commission:
William Pietrzyk, Downtown Development Authority (DDA): Don Sienkewic,
RHC Members: Robert Michalka, Patrica Kane, Julia Johnaon, Donald Washeleski..
Rochester City Council Liaison: TBD, Alternate Kay Johnson

400 Sixth Street	March 26, 2026	7:00 pm
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- Call to order
- Approval of RHC meeting minutes for Febuary 26, 2026- All
- Treasurers Report – Cy
 - 2027 Budget Report Ending Date Febuary 28, 2026
- Secretary Report – Communications – Bill/Cy
- Update on Historical Plaque Program – Lynn
- Van Hoosen Museum Update on Archive Project- Julia
- RHC Liaison Reports
 - Archives & Accessions – Julia
 - Founder’s Day March 22, 2026– Bill
 - DDA – Don
 - Greater Rochester Hertiage Days May 30-31, 2026 – Don
 - Rochester Cemetery Commission Febuary 10, 2026– Bill
 - Number of Sales of DUR Book – Cy
 - America 250 th Project-Mt Avon -Bill
 - Unfinished and New Business
- Miscellaneous
- Adjournment: **Next Meeting April 23, 2026**



City of Rochester

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

PLANNING COMMISSON REGULAR MEETING AGENDA

Chair

Vice Chair & Council Member Christian Hauser

Mayor Debbie Jones

**Members: Daniel Bachmann, David Berletich, David Hardin,
Richard Kendziuk, Laura Murphy & Matthew Stone**

See Attached Document for Virtual Meeting Instructions

400 Sixth Street	March 2, 2026	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 February 2, 2026
5. Public Hearings
 - A. Notice of Public Hearing: 215 S. Main - Site Plan Review for Facade Material Modification. Request For Site Plan Approval.
 - B. Notice of Public Hearing: 413 S. Main: Request For Payment in Lieu of Parking.
6. Considerations:
 - A. Consideration of 239-265 South Street: Site Plan Review for Facade Material Modification. Request to Set a Public Hearing.
 - B. Consideration of 1120 N Main: Request for Extension of an Approved Site Plan
7. Miscellaneous

A. 2026 Rochester Planning Commission Goals and Objectives

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.



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,
Jill Lutz, Karen Malsbury, Phil Munroe & Lynn Oates*

Downtown Collaboration Studio, 431 S. Main	March 4, 2026	5:30 pm
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1. Call to Order
2. Roll Call
3. Approval of Meeting Minutes – February 4, 2026
4. General Business
 - a. Request for Recommendation – Makers’ Market
 - b. Main Street Oakland County Breakfast Summit
5. Reports
 - a. PSD Financial Report
 - b. Events & Marketing Update
 - c. Executive Director Report
6. Miscellaneous
7. Adjourn



OLDER PERSONS' COMMISSION GOVERNING BOARD MEETING AGENDA
650 Letica Drive | Rochester, MI 48307 | 248.656.1403 | OPCcenter.org

Commissioners:

Stuart Bikson – Chairman, Micheline Sommers - Vice-Chairman, Robin Buxar – Treasurer, Al Fisk - Secretary
James Gill, Diana Mannino, Carol Morlan, Theresa Mungoli

Mission: *Providing innovative programs and high-quality services that stimulate and advance healthy living for the 50+ community.*
Vision: *To continue to be the premier community resource for adults 50 and over.*

Thursday, March 5, 2026	5:00 PM	Classrooms 2&3
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- 1. Call to Order
- 2. Roll Call
- 3. Additions/Changes to the Agenda
- 4. Public Comment (Comments not on the agenda and limited to 3 minutes)
- 5. Approval of the Minutes of the February 5, 2026, meeting
- 6. Unfinished Business –
 - a. Resident / Nonresident Policy Discussion
- 7. New Business -
 - a. FY 2025 Audit Review – Andrews Hooper Pavlic PLC
 - b. Public Transportation Amendment to the 2026 Agreement between OPC & Oakland County
- 8. Director’s Report
- 9. Committee Reports
 - a. Finance Committee
 - b. Facility Committee
- 10. Commissioners’ Comments
- 11. Adjournment

Distribution:
Members (8)
Renee Cortright
Rochester Hills Clerk
Rochester City Clerk
Charter Township of Oakland Clerk
Robert Davis, Attorney
Posted: OPC Lobby
OPC Website