



CITY COUNCIL

REGULAR MEETING AGENDA

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

| | | |
|-------------------------|-------------------------|----------------|
| 400 Sixth Street | January 27, 2025 | 7:00 PM |
|-------------------------|-------------------------|----------------|

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment Scheduled/Non-Scheduled/Presentations
 - A. Presentation of the Quarterly Financial Report.
5. Approval of the Consent Agenda
 - A. Consideration to approve the Detroit Congenital Heart Walk
 - B. Consideration of the Minutes of the Regular Meeting of January 13, 2025.
 - C. Receipt of Check Register Report.
6. Old Business/Tabled Items
7. Public Hearings
8. Legislative Deliberation
9. Reports and Regular Business
 - A. Accept resignation letter from Planning Commissioner Eric Lord.
 - B. Report from City Clerk regarding the 2025 regular election cycle.

- C. Consideration to except Building Resilient Infrastructure and Communities (BRIC) Grant.
10. Receive a Report from the Various Boards and Commissions
 - A. Receipt a report from the Downtown Development Authority.
 - B. Receipt of a report from the Historical Commission.
 - C. Receipt of a report from the Paint Creek Trailway Commission.
 - D. Receipt of a report from the Rochester Avon Recreation Authority.
 11. Public Comment
 12. General Miscellaneous
 13. Adjourn

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



City of Rochester

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

Procedure for Hybrid Public Meeting

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

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

- Live stream audio and video content on two (2) separate streaming platforms available at the City's [YouTube](#) and at the City's website at www.rochestermi.org/201/City-Webcasts. (Click the "Live" links to go there.)
- The City remains committed to accessibility; however, due to the limitations of technology, City staff encourages residents to send an email with your comments to rsvp@rochestermi.org prior to the meeting, but not later than Noon on the day of the meeting, so that your comments can be read into the record. This will decrease the demand on our virtual meeting infrastructure. (After Noon on the day of the meeting, email comments to: bdannunzio@rochestermi.org.)
- For those who prefer to use a telephone to participate, you will need to call (646) 558-8656 and enter meeting **ID: 853 4659 1889**. When prompted, enter a participant number or just touch the # key. During the call, use *9 to raise hand and you will be "called on" by the last 3-digits of your phone number. (For example, my last digits are 8029. Callers will be asked to speak by referencing the last 4-digits of their phone number.) Note: Phone participants will have their numbers masked, for privacy.
- To provide additional opportunity to participate, members of the public are welcome to join the meeting by copying and pasting the following link in their browser: <https://us02web.zoom.us/j/85346591889> (Downloading Zoom is required.)
- We appreciate your understanding as staff will do our best to assist everyone; but, **please be advised for virtual meetings there is a three (3) minute limit for public comments.**

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



City of Rochester

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

| |
|-------------------|
| MEMORANDUM |
|-------------------|

Date: January 22, 2025
To: Nik Banda, City Manager
From: □ n□□□ny M□□□□□, Finance Director/Treasurer
Subject: Quarterly Financial Report Ending December 31, 2024

Issue: Quarterly Financial Report Ending December 31, 2024.

Analysis: Scheduled Presentation.

Requested Motion: Motion to approve as presented.

ATT: Quarterly Financial Report

BUDGET AMENDMENTS

1/22/2025

| | | Proposed FYE 2025 | | |
|------------|--------------|-------------------|---------------------|--|
| Date | Requested by | Net Change | GL# | Notes |
| 12/31/2024 | Finance | 427,563 | 248-900.000-991.002 | Annual loan payment for 265 E Second |
| | | 150,000 | 101-000.000-573.000 | State revenue persoal property tax reimbursements annually |
| | | (8,000) | Various | Earned Sick Time Act effective 2/21/25 |
| | | (9,339) | 101-528.000-805.005 | Trash contract true-up to budget |
| | | 84,435 | 101-441.000-701.001 | Removal of 1 FT vacant position |

PERFORMANCE INDICATORS ACTUALS vs. BUDGET

| | 2024/25 AMENDED BUDGET | Q1 | Q2 | YTD ACTUAL | YTD % | NOTES |
|--|------------------------|-------------|--------------|--------------|-------|--------------------------------------|
| Investment Results | | | | | | |
| General Fund Revenues (101) | \$17,123,555 | \$4,498,433 | \$10,138,146 | \$14,636,579 | 85% | SEASONAL TIMING |
| General Fund Expenditures (101) | \$16,906,721 | \$3,883,501 | \$4,833,384 | \$8,716,884 | 52% | |
| Major Road Expenditures (202) | \$1,256,113 | \$280,862 | \$495,537 | \$776,400 | 62% | PROJECT TIMING |
| Local Road Expenditures (203) | \$1,748,750 | \$418,502 | \$940,213 | \$1,358,715 | 78% | PROJECT TIMING |
| Cemetery Expenditures (209) | \$233,651 | \$49,625 | \$38,316 | \$87,941 | 38% | |
| Drug Law Enforcement (265) | \$31,083 | \$0 | \$0 | \$0 | 0% | |
| CDBG General Projects (276) | \$27,091 | \$3,933 | \$2,321 | \$6,254 | 23% | |
| Facilities & Capital Bond Fund (370) | \$327,431 | \$266,466 | \$0 | \$266,466 | 81% | BOND DEBT SCHEDULE |
| Water & Sewer Improvement (488) | \$1,375,320 | \$324,103 | \$71,170 | \$395,273 | 29% | |
| Brownfield Redevelopment Authority (243) | \$0 | \$7,888 | \$470 | \$8,358 | | |
| Principal Shopping District Fund (245) | \$901,493 | \$160,846 | \$478,625 | \$639,471 | 71% | EVENT TIMING |
| Downtown Development (248) | \$1,945,040 | \$699,057 | \$799,545 | \$1,498,602 | 77% | CLOSING & LOAN PAYMENT, 265 E 2ND ST |
| Capital Projects (499) | \$0 | \$3,167 | \$1,095 | \$4,262 | | |
| Automobile Parking System (514) | \$1,813,591 | \$139,240 | \$599,967 | \$739,208 | 41% | |
| Water & Sewer (592) | \$5,650,532 | \$1,048,827 | \$1,166,698 | \$2,215,525 | 39% | BASED UPON USAGE |
| Facilities & Grounds Maintenance (631) | \$653,113 | \$78,807 | \$300,271 | \$379,078 | 58% | |
| Revolving Equipment (661) | \$1,899,904 | \$603,762 | \$301,785 | \$905,547 | 48% | |
| Self-Insurance (677) | \$1,434,579 | \$356,622 | \$355,421 | \$712,044 | 50% | |

One of the missions for Rochester's Finance Department is to provide transparent financial services with integrity and accountability for our community.

PERFORMANCE INDICATOR KEY:

| | |
|-----------------|----------------------------------|
| ON TRACK | GREEN UNDER EXPENSE/OVER REVENUE |
| MONITOR | YELLOW 10 - 25% OFF BUDGET |
| ACTION | RED < 25% OFF BUDGET |

This financial Report is based upon detailed information produced by the City's financial management system. This report is designed to provide a general overview of the City of Rochester's finances. Questions or requests for information can be address to the Finance Director/Treasurer at City Hall, Finance Department, 400 Sixth Street, Rochester, MI 48307; or 248-733-3700; or info@rochestermi.org.

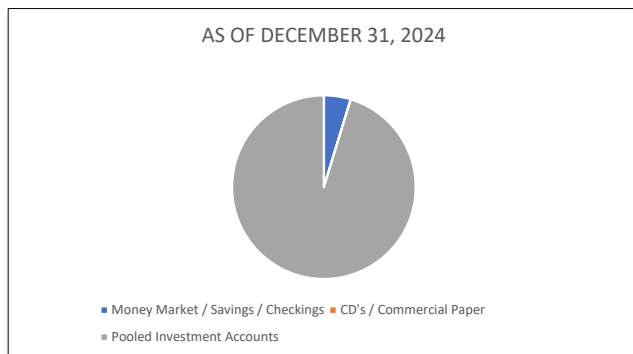
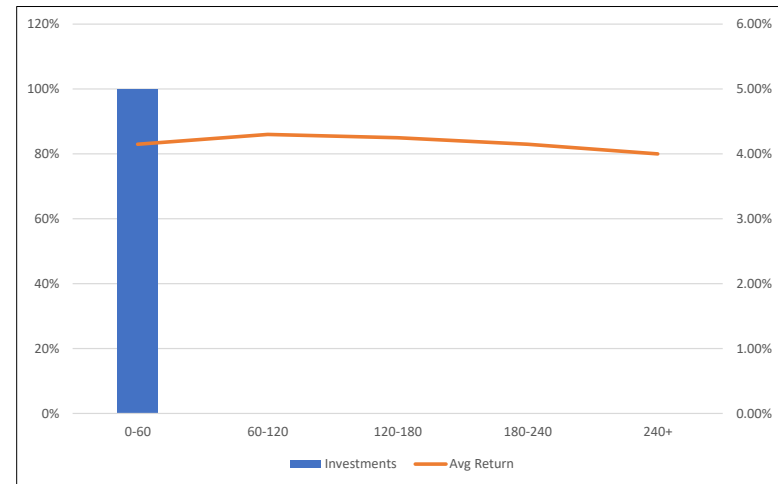
INVESTMENT RESULTS

**City of Rochester
Bank Deposits & Investment Securities
As of DECEMBER 31, 2024**

| Account | Balance | % of Total |
|---|----------------------|------------|
| Money Market / Savings / Checkings | Subtotal | 5% |
| CASH.IN.BANK | 583,722 | 2% |
| DDA MERCHANT ACCOUNT | 2,500 | 0% |
| DAILY INT ACCT TAX RECEIPTS | 1,214,531 | 3% |
| CASH ACCOUNT- AUTOMATIC A/P | - | 0% |
| CASH -CHASE SAVINGS | 59,273 | 0% |
| CHASE-PARKING METERS | (112,455) | 0% |
| HUNTINGTON MONEY MKT | - | 0% |
| CHASE MERCHANT ACCOUNT | 12,500 | 0% |
| CHASE - VENMO | 2,077 | 0% |
| CD's / Commercial Paper | Subtotal | 0% |
| CERTIFICATE OF DEPOSIT | - | 0% |
| MULTI-BANK SECURITIES | - | 0% |
| Pooled Investment Accounts | Subtotal | 95% |
| MICHIGAN CLASS | 24,331,068 | 65% |
| OAKLAND CNTY LOCAL INVEST POOL | 50,869 | 0% |
| MORGAN STANLEY | 750,000 | 2% |
| SAGE ADVISORY INVESTMENT | 10,345,500 | 28% |
| Total | \$ 37,239,586 | |

**City of Rochester
Bank Deposits & Investment Securities
As of DECEMBER 31, 2024**

| Account | Balance | Avg Days to Maturity | Balance % of Total | Avg Return Percent |
|---|----------------------|----------------------|--------------------|--------------------|
| Money Market / Savings / Checking/Pooled Accounts | \$ 37,239,586 | 0-60 | 100% | 4.15% |
| CD's | | 60-120 | 0% | 4.30% |
| | | 120-180 | 0% | 4.25% |
| | | 180-240 | 0% | 4.15% |
| | | 240+ | 0% | 4.00% |
| Total | \$ 37,239,586 | | | |

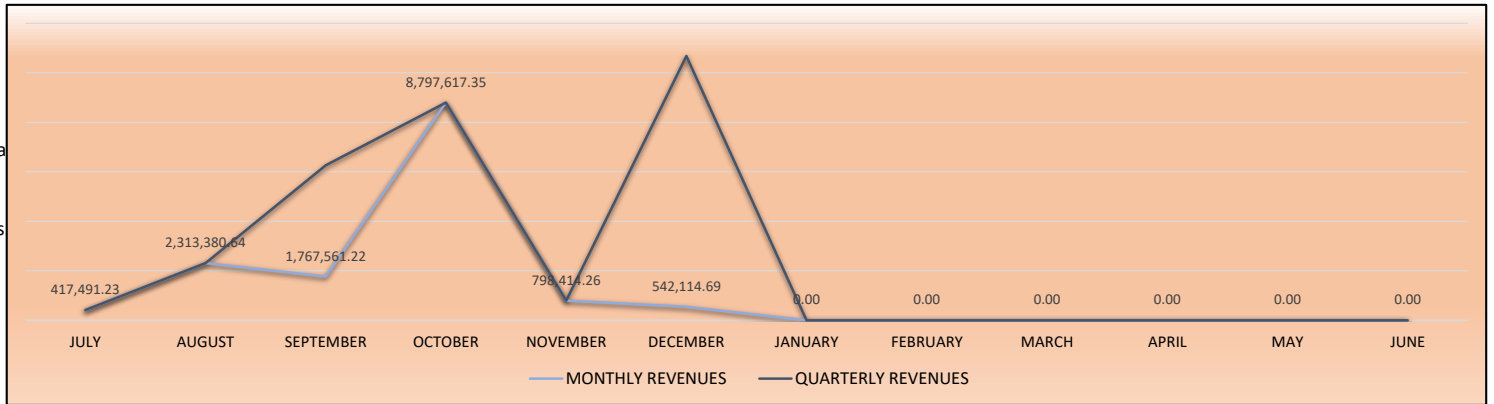


The City's funds shall be invested in accordance with all applicable City policies, **Michigan Public Act 20 of 1943**, and Federal regulations, in a manner designed to achieve the following objectives, listed in priority order:

1. Preservation of capital and protection of investment principal.
2. Maintenance of sufficient liquidity to meet anticipated cash flows.
3. Diversification to avoid unreasonable market risks.
4. Attainment of a competitive market rate of return.

GENERAL FUND QUARTERLY REVENUE

Current Property Taxes are collected in a largely cyclical manner, with the highest volumes in August and early September. Real Property Tax Revenue is on track to meet the FYE 2025 forecast on a gross tax receipt basis. Revenues remain relatively stable in the following months.

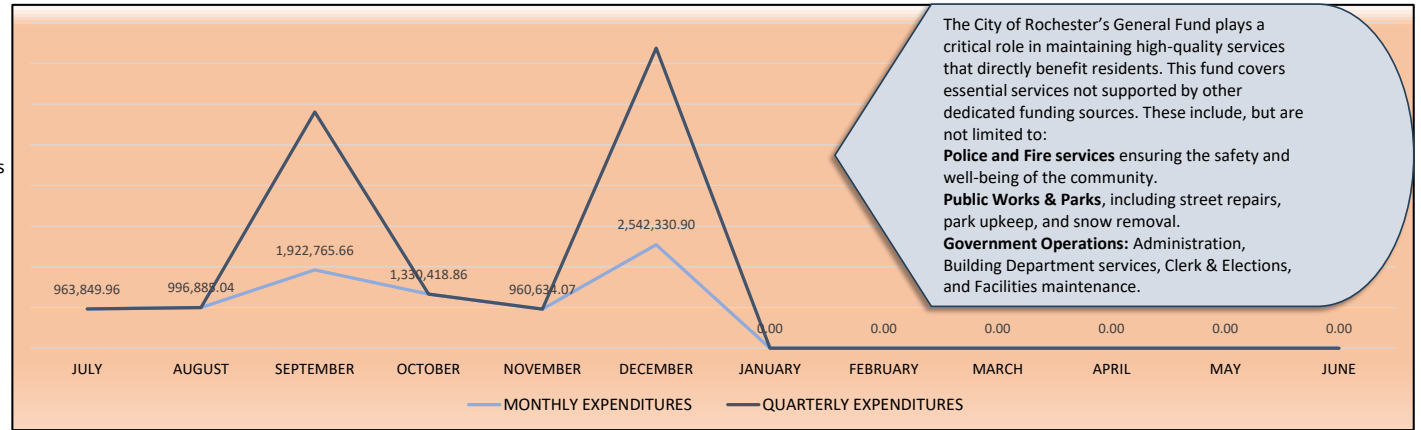


| GL NUMBER | TOP 10 REVENUES PER ADOPTED BUDGET | 2024-25 AMENDED BUDGET | 1ST QUARTER Q1 (7/1 - 9/30/24) | 2ND QUARTER Q2 (10/1 - 12/31/24) | 3RD QUARTER Q3 (1/1 - 3/31/25) | 4TH QUARTER Q4 (4/1 - 6/30/25) | As of 12/31/24 | | PERFORMANCE INDICATOR | COMMENT |
|-----------------|------------------------------------|------------------------|--------------------------------|----------------------------------|--------------------------------|--------------------------------|----------------|-------|-----------------------|---------------------------|
| | | | | | | | YTD ACTUAL | YTD % | | |
| Revenues | | | | | | | | | | |
| 402.000 | CURRENT PROPERTY TAXES | \$11,180,857 | \$3,014,025 | \$7,907,869 | | | \$10,921,894 | 98% | ON TRACK | PROP TAX SEASONAL TIMING |
| 676.000 | ADMINISTRATIVE CROSS CHARGE | \$2,173,476 | \$543,369 | \$543,369 | | | \$1,086,738 | 50% | ON TRACK | |
| 574.002 | CONSTITUTIONAL SALES TAX | \$1,443,860 | \$242,167 | \$479,168 | | | \$721,335 | 50% | ON TRACK | |
| 447.000 | ADMINISTRATIVE FEES | \$338,000 | \$93,240 | \$214,915 | | | \$308,155 | 91% | ON TRACK | |
| 638.000 | MEDICAL REIMBURSEMENT ALS | \$333,000 | \$92,326 | \$85,729 | | | \$178,055 | 53% | ON TRACK | |
| 582.000 | SCHOOL LIAISON PROGRAM | \$258,926 | \$0 | \$114,702 | | | \$114,702 | 44% | ON TRACK | |
| 665.072 | INTEREST -MICHIGAN CLASS | \$250,000 | \$47,275 | \$73,171 | | | \$120,446 | 48% | ON TRACK | |
| 477.000 | CABLE FRANCHISE FEES | \$220,000 | \$46,459 | \$44,105 | | | \$90,564 | 41% | ON TRACK | |
| 573.000 | LOCAL COMMUNITY STABILIZATION | \$190,000 | \$0 | \$239,350 | | | \$239,350 | 126% | ON TRACK | ADJUSTMENT AT STATE LEVEL |
| 491.000 | BUILDING PERMIT FEES | \$160,000 | \$60,821 | \$45,899 | | | \$106,720 | 67% | ON TRACK | BASED ON PERMIT VOLUME |
| 657.000 | OTHER ORDINANCE VIOLATIONS | \$90,432 | \$19,080 | \$29,010 | | | \$48,090 | 53% | ON TRACK | |

| PERFORMANCE INDICATOR KEY: | |
|----------------------------|--|
| ON TRACK | GREEN UNDER ON EXPENSE / OVER ON REVENUE |
| MONITOR | YELLOW 10 - 25% OFF BUDGET |
| ACTION | RED < 25% OFF BUDGET |

GENERAL FUND QUARTERLY EXPENDITURES

Monthly Expenses are relatively stable with some peaks anticipated in early fall and summer. Cost savings is a priority in all departments, with all City personnel striving to provide highest quality services with the most cost economical means.



| GL NUMBER | TOP EXPENSES PER ADOPTED BUDGET | 2024-25 AMENDED BUDGET | 1ST QUARTER Q1 (7/1 - 9/30/24) | 2ND QUARTER Q2 (10/1 - 12/31/24) | 3RD QUARTER Q3 (1/1 - 3/31/25) | 4TH QUARTER Q4 (4/1 - 6/30/25) | As of 12/31/24 | | PERFORMANCE INDICATOR | COMMENT |
|---------------------|---------------------------------|------------------------|--------------------------------|----------------------------------|--------------------------------|--------------------------------|----------------|-------|-----------------------|----------------------------|
| | | | | | | | YTD ACTUAL | YTD % | | |
| EXPENDITURES | | | | | | | | | | |
| 701.001 | EMPLOYEE WAGES | \$2,860,854 | \$532,866 | \$683,826 | | | \$1,216,692 | 43% | ON TRACK | |
| 703.202 | PATROL OFFICER SALARY MEDICAR | \$1,437,855 | \$273,944 | \$370,059 | | | \$644,003 | 45% | ON TRACK | |
| 716.000 | HOSPITALIZATION | \$925,375 | \$197,386 | \$232,678 | | | \$430,065 | 46% | ON TRACK | |
| 995.203 | TRANS TO MVH LOCAL STREET FUN | \$861,900 | \$0 | \$861,900 | | | \$861,900 | 100% | ON TRACK | PROJECT DRIVEN |
| 805.005 | CONTRACT SVCS - REFUSE COLL | \$851,341 | \$139,106 | \$279,576 | | | \$418,683 | 49% | ON TRACK | |
| 995.002 | EQUIPMENT RENTAL | \$733,024 | \$2,142 | \$18,492 | | | \$20,634 | 3% | ON TRACK | BASED UPON EQUIP USAGE |
| 701.002 | PART-TIME WAGES | \$669,885 | \$150,310 | \$217,012 | | | \$367,322 | 55% | ON TRACK | |
| 718.000 | RETIREMENT CONTRIBUTION | \$634,795 | \$585,412 | \$0 | | | \$585,412 | 92% | ON TRACK | PENSION BOND DEBT SCHEDULE |
| 703.201 | CHIEF & SGTS SALARY-MEDICARE | \$618,042 | \$138,351 | \$176,142 | | | \$314,493 | 51% | ON TRACK | |
| 959.000 | PUBLIC LIBRARY-CONTRIBUTION | \$609,029 | \$406,360 | \$203,180 | | | \$609,539 | 100% | ON TRACK | PAYMENT TIMING |
| 701.000 | SUPERVISOR SALARIES | \$544,309 | \$117,558 | \$142,050 | | | \$259,609 | 48% | ON TRACK | |

| PERFORMANCE INDICATOR KEY: | |
|----------------------------|--|
| ON TRACK | GREEN UNDER ON EXPENSE / OVER ON REVENUE |
| MONITOR | YELLOW 10 - 25% OFF BUDGET |
| ACTION | RED < 25% OFF BUDGET |

GENERAL FUND QUARTERLY EXPENDITURES BY DEPARTMENT

| DEPT # | DEPARTMENT NAME | 2024-25 AMENDED BUDGET | 1ST QUARTER Q1 (7/1 - 9/30/24) | 2ND QUARTER Q2 (10/1 - 12/31/24) | 3RD QUARTER Q3 (1/1 - 3/31/25) | 4TH QUARTER Q4 (4/1 - 6/30/25) | As of 12/31/24 | | PERFORMANCE INDICATOR | COMMENT |
|---------|-------------------------------|------------------------------|--------------------------------------|--|--------------------------------------|--------------------------------------|----------------|--------|--------------------------|----------------|
| | | | | | | | YTD | YTD | | |
| | | | | | | | ACTUAL | % | | |
| 101.000 | CITY COUNCIL | \$132,754 | \$11,300 | \$16,454 | | | \$27,754 | 20.9% | ON TRACK | ELECTION CYCLE |
| 172.000 | CITY MANAGER | \$562,843 | \$123,994 | \$110,398 | | | \$234,392 | 41.6% | ON TRACK | |
| 191.000 | ELECTIONS | \$58,772 | \$22,091 | \$20,119 | | | \$42,210 | 71.8% | ON TRACK | |
| 201.000 | FINANCE | \$817,150 | \$188,112 | \$168,135 | | | \$356,247 | 43.6% | ON TRACK | |
| 215.000 | CITY CLERK | \$224,283 | \$61,545 | \$50,345 | | | \$111,891 | 49.9% | ON TRACK | |
| 247.000 | BOARD OF REVIEW | \$2,347 | \$161 | \$156 | | | \$317 | 13.5% | ON TRACK | |
| 265.000 | CIVIC CENTER | \$85,997 | \$26,813 | \$14,373 | | | \$41,186 | 47.9% | ON TRACK | |
| 289.000 | GENERAL SERVICES | \$456,003 | \$80,483 | \$56,830 | | | \$137,314 | 30.1% | ON TRACK | |
| 301.000 | POLICE DEPARTMENT | \$4,682,878 | \$1,168,233 | \$1,040,285 | | | \$2,208,519 | 47.2% | ON TRACK | |
| 336.000 | FIRE DEPARTMENT | \$2,988,311 | \$694,300 | \$682,502 | | | \$1,376,802 | 46.1% | ON TRACK | |
| 371.000 | PROTECTIVE INSPECTIONS | \$404,674 | \$81,078 | \$109,669 | | | \$190,747 | 47.1% | ON TRACK | |
| 400.000 | PLANNING COMMISSION | \$57,969 | \$3,305 | \$11,858 | | | \$15,163 | 26.2% | ON TRACK | |
| 410.000 | ZONING BOARD OF APPEALS | \$1,071 | \$0 | \$355 | | | \$355 | 33.2% | ON TRACK | |
| 803.000 | HISTORICAL COMMISSION | \$34,600 | \$11,962 | \$10,689 | | | \$22,650 | 65.5% | ON TRACK | |
| 441.000 | PUBLIC WORKS | \$2,380,562 | \$511,979 | \$499,982 | | | \$1,011,961 | 42.5% | ON TRACK | |
| 528.000 | SANITATION | \$857,896 | \$140,666 | \$281,056 | | | \$421,723 | 49.2% | ON TRACK | |
| 529.000 | ENVIRONMENTAL SERVICES | \$271,496 | \$19,173 | \$25,639 | | | \$44,812 | 16.5% | ON TRACK | |
| 751.000 | PARKS & RECREATION | \$559,152 | \$62,100 | \$101,634 | | | \$163,734 | 29.3% | ON TRACK | |
| 792.000 | LIBRARY | \$609,029 | \$406,360 | \$203,180 | | | \$609,539 | 100.1% | ON TRACK | |
| 806.000 | CITY BEAUTIFUL COMMISSION | \$5,600 | \$3,381 | \$3,321 | | | \$6,701 | 119.7% | ON TRACK | |
| 890.000 | BUDGET CONTINGENCIES | \$0 | \$0 | \$0 | | | \$0 | | ON TRACK | |
| 901.000 | LAND ACQUISITION | | | | | | \$0 | | ON TRACK | |
| 965.000 | APPROPRIATIONS TO OTHER FUNDS | \$1,713,334 | \$266,466 | \$1,426,403 | | | \$1,692,869 | 98.8% | ON TRACK | |

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|-----------------------------------|--|
| PERFORMANCE INDICATOR KEY: | |
| ON TRACK | GREEN UNDER ON EXPENSE / OVER ON REVENUE |
| MONITOR | YELLOW 10 - 25% OFF BUDGET |
| ACTION | RED < 25% OFF BUDGET |

AUTO PARKING FUND QUARTERLY REVENUES & EXPENDITURES

| GL NUMBER | TOP 10 REVENUES PER ADOPTED BUDGET | 2024-25 AMENDED BUDGET | 1ST QUARTER Q1 (7/1 - 9/30/24) | 2ND QUARTER Q2 (10/1 - 12/31/24) | 3RD QUARTER Q3 (1/1 - 3/31/25) | 4TH QUARTER Q4 (4/1 - 6/30/25) | As of 12/31/24 | | COMMENT |
|-------------|------------------------------------|------------------------------|--------------------------------------|--|--------------------------------------|--------------------------------------|----------------|-----|--------------------------------------|
| | | | | | | | YTD | YTD | |
| | | | | | | | ACTUAL | % | |
| 514-699.494 | TRANSFER FROM DDA | \$325,000 | \$0 | \$0 | | | \$0 | 0% | SEASON TIMING TRANSFER TIMING |
| 514-657.001 | PARKING FINES | \$140,000 | \$42,753 | \$67,833 | | | \$110,586 | 79% | |
| 514-652.001 | PARKING PERMITS | \$115,000 | \$37,970 | \$38,920 | | | \$76,890 | 67% | |
| 514-676.000 | ADMINISTRATIVE CROSS CHARGE | \$42,065 | \$10,516 | \$10,516 | | | \$21,033 | 50% | |
| 514-701.001 | EMPLOYEE WAGES | \$40,000 | \$0 | \$0 | | | \$0 | 0% | |

| GL NUMBER | TOP EXPENDITURES PER ADOPTED BUDGET | 2024-25 AMENDED BUDGET | 1ST QUARTER Q1 (7/1 - 9/30/24) | 2ND QUARTER Q2 (10/1 - 12/31/24) | 3RD QUARTER Q3 (1/1 - 3/31/25) | 4TH QUARTER Q4 (4/1 - 6/30/25) | As of 12/31/24 | | COMMENT |
|-------------|-------------------------------------|------------------------------|--------------------------------------|--|--------------------------------------|--------------------------------------|----------------|------|--|
| | | | | | | | YTD | YTD | |
| | | | | | | | ACTUAL | % | |
| 516-991.000 | PRINCIPAL ON BONDS | \$570,000 | \$0 | \$0 | | | \$0 | 0% | DEBT SCHEDULE DEBT SCHEDULE PROJECT TIMING BASED UPON EQUIP USAGE |
| 516-974.202 | PARKING LOT IMPROVEMENT PROJ | \$260,000 | \$0 | \$303,049 | | | \$303,049 | 117% | |
| 516-993.001 | INTEREST ON BONDS | \$213,875 | \$0 | \$106,938 | | | \$106,938 | 50% | |
| 516-703.108 | ORDINANCE OFFICER SALARIES | \$123,319 | \$27,940 | \$45,685 | | | \$73,625 | 60% | |
| 516-963.002 | MERCHANT SERVICE FEES | \$85,000 | \$28,581 | \$22,994 | | | \$51,574 | 61% | |
| 516-716.000 | HOSPITALIZATION | \$78,000 | \$10,530 | \$14,965 | | | \$25,495 | 33% | |
| 516-805.000 | CONTRACTUAL SERVICES | \$76,191 | \$8,215 | \$24,494 | | | \$32,709 | 43% | |
| 516-995.001 | ADMINISTRATIVE CROSS CHARGE | \$75,719 | \$18,930 | \$18,930 | | | \$37,860 | 50% | |
| 516-985.002 | METER WIFI/DATA/BACK-END COST | \$52,000 | \$7,799 | \$0 | | | \$7,799 | 15% | |
| 516-925.000 | PARKING LOT-LIGHTING | \$46,992 | \$9,562 | \$9,056 | | | \$18,618 | 40% | |
| 516-704.105 | POLICE RESERVE/SEASONAL | \$41,200 | \$7,656 | \$4,939 | | | \$12,595 | 31% | |
| 516-995.002 | EQUIPMENT RENTAL | \$24,000 | \$0 | \$0 | | | \$0 | 0% | |

| |
|-----------------------------------|
| PERFORMANCE INDICATOR KEY: |
| ON TRACK |
| MONITOR |
| ACTION |

LONG-TERM DEBT REPORTING

| LONG-TERM DEBT | ELIGIBLE FOR REFINANCING | PRE 6/30/24 AUDIT 2023-24 BALANCE | 1ST QUARTER Q1 (7/1 - 9/30/24) | 2ND QUARTER Q2 (10/1 - 12/31/24) | 3RD QUARTER Q3 (1/1 - 3/31/25) | 4TH QUARTER Q4 (4/1 - 6/30/25) | As of 12/31/24 | COMMENT |
|--|---|-----------------------------------|--------------------------------|----------------------------------|--------------------------------|--------------------------------|----------------|----------|
| | | | | | | | YTD ACTUAL | |
| 2010A Oakland-Macomb Interceptor Bonds, Maturing: thru 4/1/2031, 2.5% interest | Bonds Issued by Oakland County. Rochester cannot individually refinance the City's portion of the total bond. | \$387,762 | | | | | | ON TRACK |
| 2010B Oakland-Macomb Interceptor Bonds, Maturing: thru 4/1/2030, 1.5-5.9% interest | | \$101,187 | | | | | | |
| 2019 Oakland-Macomb Interceptor Bonds, Maturing: thru 4/1/2030, 1.85% interest | | \$95,416 | | | | | | |
| 2011 Oakland-Macomb Interceptor Bonds, Maturing: thru 10/1/2033, 2.5% interest | | \$598,709 | \$243,872 | \$27,429 | | | \$271,301 | |
| 2013A Oakland-Macomb Interceptor Bonds, Maturing: thru 10/1/2033, 2.0% interest | | \$1,378,337 | | | | | | |
| 2014A Oakland-Macomb Intereceptor Bonds, Maturing: thru 10/1/2034, 2.0% - 3.5% interest | | \$153,164 | | | | | | |
| 2015 Oakland-Macomb Interceptor Bonds, Maturing: thru 4/1/2036, 2.5% interest | | \$464,838 | | | | | | |
| 2017 Clinton River Water Resource Bonds, Maturing: thru 10/1/2038, 2.5% interest | \$917,195 | | | | | | | |
| 2015 Capital Improvement Parking Bonds, Maturing: thru 5/1/2035, 2.0% - 3.0% interest | 5/1/2025 | \$8,730,000 | \$0 | \$106,938 | | | \$106,938 | ON TRACK |
| 2019 State Revolving Fund Sewer Bond, Maturing: thru 10/1/2040, 2.5% interest | N/A | \$3,526,103 | \$187,898 | | | | \$187,898 | ON TRACK |
| 2019 Facilities & Capital Bond (DPW Building) | 10/1/2029 | \$4,665,000 | \$265,966 | | | | \$265,966 | ON TRACK |
| 2020 DWRP Capital Improvement Water Bond, Maturing: 10/1/2041, 1.875% interest | N/A | \$1,388,128 | \$60,680 | | | | \$60,680 | ON TRACK |
| 2020 General Obligation Bond (Pension), Series 2020, Maturing: 10/1/2034, 0.279 -2.236% interest | 10/1/2031 | \$7,485,000 | \$596,086 | | | | \$596,086 | ON TRACK |

| |
|-----------------------------------|
| PERFORMANCE INDICATOR KEY: |
| ON TRACK |
| MONITOR |
| ACTION |

| FUND BALANCE GROUP | | Updated | | 2023-24 | 2024-25 | 2025-26 | 2026-27 |
|------------------------------|--------------------------------|--------------|------------------|------------------|------------------|------------------|------------------|
| | | Fund Balance | FYE 2023 | FINAL | PROPOSED | PROPOSED | PROPOSED |
| | | Policy | End Fund Balance | End Fund Balance | End Fund Balance | End Fund Balance | End Fund Balance |
| Discretionary General | General Fund | 5,330,000 | 7,843,614 | 8,356,539 | 8,531,816 | 8,190,946 | 7,711,148 |
| | Capital Projects | 40,000 | 305,667 | 72,086 | 75,177 | 75,177 | 75,177 |
| | Facilities & Grounds | 85,000 | 352,589 | 1,005,525 | 685,882 | 579,627 | 458,096 |
| | Revolving Equipment | 510,000 | 863,593 | 1,415,210 | 902,235 | 596,556 | 320,431 |
| | Healthcare | 100,000 | 228,624 | (3,481) | 56,638 | 114,295 | 176,755 |
| | Discretionary General Subtotal | 6,065,000 | 9,594,087 | 10,845,879 | 10,251,748 | 9,556,601 | 8,741,607 |
| Restricted for Roads | Major Roads | 50,000 | 1,731,926 | 2,086,438 | 1,307,872 | 1,039,183 | 759,801 |
| | Local Roads | 1,000,000 | 2,575,086 | 2,519,208 | 1,862,966 | 1,765,559 | 1,919,690 |
| | Roads Subtotal * | 1,050,000 | 4,307,012 | 4,605,646 | 3,170,838 | 2,804,742 | 2,679,491 |
| Restricted for Water & Sewer | Water & Sewer Capital | 2,130,000 | 4,033,720 | 4,279,176 | 4,440,343 | 4,152,520 | 3,946,119 |
| | Water & Sewer Operating | 1,550,000 | 2,740,810 | 3,283,008 | 3,123,144 | 2,849,854 | 2,562,425 |
| | Water & Sewer Subtotal | 3,680,000 | 6,774,530 | 7,562,184 | 7,563,487 | 7,002,374 | 6,508,544 |
| Restricted for Parking | Auto Parking Fund | 100,000 | 812,907 | 912,051 | 926,029 | 661,478 | 693,308 |
| | Auto Parking Subtotal | 100,000 | 812,907 | 912,051 | 926,029 | 661,478 | 693,308 |

as of 12/31/24

* Per Statutory Regulations of ACT 51, monies in Local Roads can be transferred without limitations providing greater budget flexibility.

| ACCOUNT CLASSIFICATION | DESCRIPTION | 2024-25 ACTIVITY THRU 12/31/24 | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | UPDATED | | |
|--------------------------|----------------------|--------------------------------|-------------------------|------------------------|----------------------------|-------------------------|-------------------------|
| | | | | | 2024-25 PROJECTED ACTIVITY | 2025-26 PROPOSED BUDGET | 2026-27 PROPOSED BUDGET |
| Fund 101 - GENERAL FUND | | | | | | | |
| ESTIMATED REVENUES | | | | | | | |
| TAXES | PROPERTY TAXES | 11,305,215 | 11,569,857 | 11,569,857 | 11,594,023 | 11,926,603 | 12,162,242 |
| LICENSES | LICENSES | 4,193 | 2,626 | 2,626 | 4,193 | 2,705 | 2,773 |
| PERMITS | PERMITS | 216,639 | 415,147 | 415,147 | 433,510 | 415,816 | 415,831 |
| UNK_REV | UNK_REV | 158,233 | 167,600 | 167,600 | 218,994 | 172,629 | 176,944 |
| COVID | CARES RELIEF | 238 | | | 238 | | |
| GRANT | GRANT FUNDING | 47,554 | 4,820 | 4,820 | 28,820 | 4,965 | 5,089 |
| STATE | STATE RETURNS | 986,484 | 1,685,005 | 1,685,005 | 1,734,354 | 1,721,356 | 1,731,403 |
| SERVICES | SERVICES | 331,561 | 629,310 | 629,310 | 637,092 | 647,260 | 662,667 |
| FINES | FINES & FORFEITS | 56,411 | 118,645 | 118,645 | 118,645 | 122,204 | 125,725 |
| INTEREST | INTEREST INCOME | 287,116 | 250,000 | 250,000 | 416,661 | 200,000 | 200,000 |
| XCHARGE | CROSS CHARGE | 1,086,738 | 2,203,476 | 2,203,476 | 2,203,476 | 2,269,580 | 2,337,514 |
| MISC | MISC REVENUE | 152,736 | 77,069 | 77,069 | 210,293 | 79,381 | 81,365 |
| BROWNF | BROWNFIELD | 3,460 | | | 3,460 | | |
| TOTAL ESTIMATED REVENUES | | 14,636,578 | 17,123,555 | 17,123,555 | 17,603,759 | 17,562,499 | 17,901,553 |
| APPROPRIATIONS | | | | | | | |
| FICA | FICA | 142,178 | 317,554 | 317,554 | 319,330 | 325,451 | 333,088 |
| MEDICAL | HEALTH INSURANCE | 479,218 | 1,252,685 | 1,252,685 | 1,424,324 | 1,715,352 | 1,984,272 |
| RETIRMNT | RETIREMENT BENEFITS | 795,057 | 1,033,811 | 1,033,811 | 1,033,811 | 1,042,245 | 1,047,950 |
| BENEFITS | EMPLOYEE BENEFITS | 40,612 | 102,598 | 102,598 | 103,004 | 105,651 | 108,279 |
| WAGES | ALL WAGES | 3,273,150 | 7,232,256 | 7,232,256 | 7,296,032 | 7,546,790 | 7,755,751 |
| RISKMGMT | RISK MANAGEMENT | 10,223 | 345,868 | 345,868 | 345,868 | 356,103 | 365,006 |
| LEGAL | LEGAL SERVICES | 91,901 | 240,218 | 240,218 | 240,218 | 247,425 | 253,611 |
| CONTRACT | CONTRACTUAL SERVICES | 821,562 | 1,787,641 | 1,787,641 | 1,769,220 | 1,822,235 | 1,835,066 |
| TRAVEL | TRAVEL | 6,653 | 23,142 | 23,142 | 23,703 | 23,836 | 24,432 |
| TRAINING | TRAINING | 35,865 | 86,100 | 86,100 | 86,100 | 88,682 | 90,899 |
| DUES | DUES & MEMBERSHIPS | 10,868 | 42,496 | 42,496 | 43,096 | 43,771 | 44,865 |
| MISC EXP | MISC EXPENSES | 37,380 | 129,849 | 129,849 | 129,933 | 91,607 | 82,558 |
| UNK_EXP | UNK_EXP | 852 | 5,549 | 5,549 | 6,271 | 5,715 | 5,858 |
| COMM | COMMUNICATIONS | 16,822 | 42,524 | 42,524 | 42,524 | 43,799 | 44,896 |
| EQUPRENT | EQUIPMENT RENTAL | 52,654 | 797,062 | 797,062 | 797,062 | 820,973 | 841,497 |
| OPERATE | OPERATING EXPENSES | 823,824 | 1,278,205 | 1,278,205 | 1,321,562 | 1,121,463 | 1,141,026 |
| EQUIP | EQUIPMENT | 220,604 | 114,163 | 114,163 | 322,168 | 117,658 | 120,839 |
| XCHARGES | CROSS CHARGE | 1,718,715 | 1,764,458 | 1,764,458 | 1,804,742 | 2,067,252 | 1,976,387 |
| GEN SUPP | GENERAL SUPPLIES | 20,297 | 43,585 | 43,585 | 43,585 | 43,893 | 46,016 |
| PHONE | TELEPHONE | 40,270 | 98,295 | 98,295 | 98,295 | 101,244 | 103,775 |

| ACCOUNT CLASSIFICATION | DESCRIPTION | 2024-25 ACTIVITY THRU 12/31/24 | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | UPDATED | | |
|---|---------------------------|--------------------------------------|-------------------------------|------------------------------|----------------------------------|-------------------------------|-------------------------------|
| | | | | | 2024-25 PROJECTED ACTIVITY | 2025-26 PROPOSED BUDGET | 2026-27 PROPOSED BUDGET |
| MAINTEN | MAINTENANCE EXPENSES | 71,570 | 118,662 | 118,662 | 127,475 | 122,224 | 125,280 |
| EVENTS | EVENT EXPENSES | 159 | | | 159 | | |
| EMERGNCY | EMERGENCY EVENT | 6,457 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| TOTAL APPROPRIATIONS | | 8,716,891 | 16,906,721 | 16,906,721 | 17,428,482 | 17,903,369 | 18,381,351 |
| NET OF REVENUES/APPROPRIATIONS - FUND 101 | | 5,919,687 | 216,834 | 216,834 | 175,277 | (340,870) | (479,798) |
| Fund 499 - GENERAL CAPITAL PROJECTS | | | | | | | |
| ESTIMATED REVENUES | | | | | | | |
| UNK_REV | UNK_REV | 2,638 | | | 2,638 | | |
| INTEREST | INTEREST INCOME | 4,715 | | | 4,715 | | |
| TOTAL ESTIMATED REVENUES | | 7,353 | | | 7,353 | | |
| APPROPRIATIONS | | | | | | | |
| MAINTEN | MAINTENANCE EXPENSES | 200 | | | 200 | | |
| INFRASTR | INFRASTRUCTURE EXPENSES | 1,077 | | | 1,077 | | |
| CAPITAL | CAPITAL PROJECTS | 2,985 | | | 2,985 | | |
| TOTAL APPROPRIATIONS | | 4,262 | | | 4,262 | | |
| NET OF REVENUES/APPROPRIATIONS - FUND 499 | | 3,091 | | | 3,091 | | |
| Fund 631 - FACILITIES & GROUNDS MAINTENANCE FUNDS | | | | | | | |
| ESTIMATED REVENUES | | | | | | | |
| XCHARGE | CROSS CHARGE | 448,000 | 408,000 | 408,000 | 408,000 | 418,000 | 430,000 |
| TOTAL ESTIMATED REVENUES | | 448,000 | 408,000 | 408,000 | 408,000 | 418,000 | 430,000 |
| APPROPRIATIONS | | | | | | | |
| UNK_EXP | UNK_EXP | 7,198 | | | 7,198 | | |
| MAINTEN | MAINTENANCE EXPENSES | 10,772 | 150,469 | 150,469 | 176,256 | 93,783 | 123,027 |
| CAPITAL | CAPITAL PROJECTS | 5,537 | | | 5,537 | | |
| FACILITY | FACILITIES & GROUNDS FUND | 355,573 | 502,644 | 502,644 | 538,652 | 430,472 | 428,504 |
| TOTAL APPROPRIATIONS | | 379,080 | 653,113 | 653,113 | 727,643 | 524,255 | 551,531 |
| NET OF REVENUES/APPROPRIATIONS - FUND 631 | | 68,920 | (245,113) | (245,113) | (319,643) | (106,255) | (121,531) |

| ACCOUNT CLASSIFICATION | DESCRIPTION | 2024-25 ACTIVITY THRU 12/31/24 | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | UPDATED | | |
|---|----------------------|--------------------------------------|-------------------------------|------------------------------|----------------------------------|-------------------------------|-------------------------------|
| | | | | | 2024-25 PROJECTED ACTIVITY | 2025-26 PROPOSED BUDGET | 2026-27 PROPOSED BUDGET |
| Fund 661 - REVOLVING EQUIPMENT | | | | | | | |
| ESTIMATED REVENUES | | | | | | | |
| UNK_REV | UNK_REV | 27,993 | 771,733 | 771,733 | 771,733 | 794,885 | 814,756 |
| SERVICES | SERVICES | 9,831 | 19,505 | 19,505 | 19,505 | 20,090 | 20,592 |
| INTEREST | INTEREST INCOME | 6,980 | 510 | 510 | 2,298 | 525 | 538 |
| SALE | SALES | 11,655 | | | 5,055 | | |
| XCHARGE | CROSS CHARGE | 17,975 | 35,947 | 35,947 | 35,947 | 37,025 | 37,951 |
| MISC | MISC REVENUE | 25,133 | 556,617 | 556,617 | 556,617 | 573,315 | 587,648 |
| TOTAL ESTIMATED REVENUES | | 99,567 | 1,384,312 | 1,384,312 | 1,391,155 | 1,425,840 | 1,461,485 |
| APPROPRIATIONS | | | | | | | |
| RISKMGMT | RISK MANAGEMENT | | 38,842 | 38,842 | 38,842 | 40,008 | 41,008 |
| CONTRACT | CONTRACTUAL SERVICES | 83,149 | 140,742 | 140,742 | 140,742 | 144,784 | 148,404 |
| COMM | COMMUNICATIONS | | 21,000 | 21,000 | 21,000 | 21,630 | 22,171 |
| OPERATE | OPERATING EXPENSES | 32,636 | 80,994 | 80,994 | 85,220 | 87,822 | 90,018 |
| EQUIP | EQUIPMENT | 525,118 | 1,110,959 | 1,110,959 | 1,110,959 | 914,777 | 899,893 |
| XCHARGES | CROSS CHARGE | 58,116 | 122,405 | 122,405 | 122,405 | 126,076 | 129,858 |
| MAINTEN | MAINTENANCE EXPENSES | 206,529 | 384,962 | 384,962 | 384,962 | 396,422 | 406,258 |
| TOTAL APPROPRIATIONS | | 905,548 | 1,899,904 | 1,899,904 | 1,904,130 | 1,731,519 | 1,737,610 |
| NET OF REVENUES/APPROPRIATIONS - FUND 661 | | (805,981) | (515,592) | (515,592) | (512,975) | (305,679) | (276,125) |
| Fund 677 - SELF-INSURANCE FUND | | | | | | | |
| ESTIMATED REVENUES | | | | | | | |
| UNK_REV | UNK_REV | 65,605 | 415,569 | 415,569 | 415,569 | 427,366 | 438,350 |
| INTEREST | INTEREST INCOME | 5,446 | | | 10,000 | 5,000 | 5,000 |
| MISC | MISC REVENUE | 570,728 | 1,019,010 | 1,019,010 | 1,232,325 | 1,537,547 | 1,813,171 |
| TOTAL ESTIMATED REVENUES | | 641,779 | 1,434,579 | 1,434,579 | 1,657,894 | 1,969,913 | 2,256,521 |
| APPROPRIATIONS | | | | | | | |
| MEDICAL | HEALTH INSURANCE | 695,446 | 1,404,579 | 1,404,579 | 1,567,926 | 1,881,356 | 2,162,388 |
| BENEFITS | EMPLOYEE BENEFITS | 16,597 | 30,000 | 30,000 | 29,849 | 30,900 | 31,673 |
| TOTAL APPROPRIATIONS | | 712,043 | 1,434,579 | 1,434,579 | 1,597,775 | 1,912,256 | 2,194,061 |
| NET OF REVENUES/APPROPRIATIONS - FUND 677 | | (70,264) | | | 60,119 | 57,657 | 62,460 |

| ACCOUNT CLASSIFICATION | DESCRIPTION | 2024-25 ACTIVITY THRU 12/31/24 | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | UPDATED | | |
|--|----------------------|--------------------------------|-------------------------|------------------------|----------------------------|-------------------------|-------------------------|
| | | | | | 2024-25 PROJECTED ACTIVITY | 2025-26 PROPOSED BUDGET | 2026-27 PROPOSED BUDGET |
| Fund 202 - MAJOR ROADS & STREETS | | | | | | | |
| ESTIMATED REVENUES | | | | | | | |
| UNK_REV | UNK_REV | 4,490 | 39,012 | 39,012 | 39,012 | 40,182 | 41,187 |
| GRANT | GRANT FUNDING | 525,840 | 960,000 | 960,000 | 973,231 | 986,400 | 1,009,060 |
| INTEREST | INTEREST INCOME | 40,418 | 510 | 510 | 40,418 | 525 | 538 |
| MISC | MISC REVENUE | | 9,937 | 9,937 | 9,937 | 10,235 | 10,491 |
| TOTAL ESTIMATED REVENUES | | 570,748 | 1,009,459 | 1,009,459 | 1,062,598 | 1,037,342 | 1,061,276 |
| APPROPRIATIONS | | | | | | | |
| RISKMGMT | RISK MANAGEMENT | | 12,000 | 12,000 | 13,750 | 12,360 | 12,669 |
| OPERATE | OPERATING EXPENSES | | 3,000 | 3,000 | 3,000 | 3,090 | 3,167 |
| ENG SERV | ENGINEERING SERVICES | 60,822 | 32,894 | 32,894 | 77,241 | 33,881 | 34,727 |
| LEGAL | LEGAL SERVICES | | 225 | 225 | 225 | 232 | 238 |
| CONTRACT | CONTRACTUAL SERVICES | 437,216 | 475,221 | 475,221 | 1,014,175 | 501,711 | 513,543 |
| MAINTEN | MAINTENANCE EXPENSES | 16,624 | 105,648 | 105,648 | 105,648 | 108,817 | 111,537 |
| EQUIP RENT | EQUIPMENT RENTAL | 737 | 103,911 | 103,911 | 103,911 | 107,029 | 109,704 |
| XCHARGES | CROSS CHARGE | 261,000 | 521,999 | 521,999 | 521,999 | 537,659 | 553,789 |
| TOTAL APPROPRIATIONS | | 776,399 | 1,256,113 | 1,256,113 | 1,841,164 | 1,306,031 | 1,340,658 |
| NET OF REVENUES/APPROPRIATIONS - FUND 202 | | (205,651) | (246,654) | (246,654) | (778,566) | (268,689) | (279,382) |
| Fund 203 - LOCAL ROADS & STREETS | | | | | | | |
| ESTIMATED REVENUES | | | | | | | |
| UNK_REV | UNK_REV | | 67,981 | 67,981 | 45,900 | 47,277 | 48,459 |
| PERMITS | PERMITS | 400 | 30,600 | 30,600 | | 31,518 | 32,306 |
| GRANT | GRANT FUNDING | 221,946 | 440,000 | 440,000 | 440,688 | 452,000 | 462,300 |
| INTEREST | INTEREST INCOME | 33,722 | 70,920 | 70,920 | 70,920 | 70,920 | 70,920 |
| MISC | MISC REVENUE | | 1,084 | 1,084 | 542 | 1,116 | 1,144 |
| XCHARGE | CROSS CHARGE | 861,900 | 861,900 | 861,900 | 861,900 | 1,139,857 | 1,023,994 |
| TOTAL ESTIMATED REVENUES | | 1,139,661 | 1,472,075 | 1,472,075 | 1,404,555 | 1,742,293 | 1,638,741 |
| APPROPRIATIONS | | | | | | | |
| RISKMGMT | RISK MANAGEMENT | | 10,300 | 10,300 | 10,300 | 10,609 | 10,874 |
| OPERATE | OPERATING EXPENSES | | 5,653 | 5,653 | 5,653 | 5,823 | 5,969 |
| ENG SERV | ENGINEERING SERVICES | 51,615 | 29,460 | 29,460 | 54,609 | 30,344 | 31,102 |
| CONTRACT | CONTRACTUAL SERVICES | 919,102 | 762,573 | 762,573 | 1,048,952 | 823,937 | 439,636 |
| MAINTEN | MAINTENANCE EXPENSES | 16,587 | 94,953 | 94,953 | 95,472 | 97,801 | 100,246 |
| MISC EXP | MISC EXPENSES | | 555 | 555 | 555 | 572 | 586 |
| EQUIP RENT | EQUIPMENT RENTAL | 737 | 103,911 | 103,911 | 103,911 | 107,029 | 109,704 |
| XCHARGES | CROSS CHARGE | 370,673 | 741,345 | 741,345 | 741,345 | 763,585 | 786,493 |
| TOTAL APPROPRIATIONS | | 1,358,714 | 1,748,750 | 1,748,750 | 2,060,797 | 1,839,700 | 1,484,610 |
| NET OF REVENUES/APPROPRIATIONS - FUND 203 | | (219,053) | (276,675) | (276,675) | (656,242) | (97,407) | 154,131 |

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: January 10, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Special Event Application-Detroit Congenital Heart Walk

Issue: Review Special Event Application to hold the Detroit Congenital Heart Walk in Municipal Park.

Analysis: The Children's Heart Foundation has submitted a special event application to hold the Congenital Heart Walk in the Municipal Park. The event will be held on August 9, 2025, from 8:30 am until noon. There will be a DJ, light announcements, and research remarks. There will be no road closures involved.

The special event application has been reviewed by department heads and no costs have been identified. A hold harmless agreement and proof of liability insurance shall be submitted prior to the event.

Requested Action: Review and approve event as presented.

Attachments: Special Event Application

APPLICATION FOR SPECIAL EVENT PERMIT
PARKS & PUBLIC SPACES

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

Date/Hours of Event:

August 9, 2025

Date/Hours of Event:

6 am - 2pm

Name of Event:

Detroit Congenital Heart Walk

Description of Event:

The Detroit congenital heart walk is a fundraiser for families who have children with congenital heart defects and for adults born with heart defects. It is a one mile family friendly walk.

Location Requested:

Rochester Municipal Park

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

Date/Hours of Event:

8/9/25 the event will be from 8:30 am until 1 pm

Date/Hours of Set-up and Tear Down:

set up- 6am, tear down 2 pm

Organization Name:

The Children's Heart Foundation

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

5 Revere Dr. One Northbrook Place
Suite 200
Northbrook Illinois 60062

Organization Phone Number:

330.241.9995

Name of Contact Person and Phone Number:

Leannie McAllister - 330.241.9995

Contact Person E-Mail (must be provided):

lmcallister@childrensheartfoundation.org

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

Leannie 330.241.9995

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.

Leannie McAllister

Signature of Applicant

Date

10/08/24

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:
Children's Hospital of Michigan, Michigan Medicine, Culver's, Rick Young Insurance

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

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

This is our 4th or 5th year

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

Total estimated attendance each day:
300

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

Parking has been substantial the past few years

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

We will have a DJ for music, light announcements, and some research remarks

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

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

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

If yes, describe:
 Food will be given away to guests at no charge

Will merchandise be sold? YES NO

If yes, describe:

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

| | | | |
|------------------------|---|--|------------------------------------|
| Picnic Tables | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO | If yes, number requested: _____ |
| Trash Receptacles | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | If yes, number requested: 4 |
| Dumpsters | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | If yes, number requested: _____ |
| Electrical Connections | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | If yes, number requested: _____ |
| Meter Bags | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO | If yes, number requested: _____ |
| Barricades | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO | If yes, number requested: _____ |
| Traffic Cones | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | If yes, number requested: _____ |
| Other | <input type="checkbox"/> YES | <input type="checkbox"/> NO | If yes, number requested: _____ |

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

Describe:
 We will be requested security on site as in the past

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: tents will be 10*10 Time: (approx 8-10 tents)

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:

Each tent will have 1-2 tables. The tables we rent are plastic, 8 foot tables. We will also have chairs at the tables.

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

Other Items Requested YES NO

If yes, describe:

2025 Rochester Event Calender
Tenative Events

January 9,2025

| Month | Time | Event | Location |
|-----------|---------------|---------------------------------------|--------------------|
| January | | | |
| 17-18 | 10am-6pm | Downtown Rochester Frost Festival | Downtown Rochester |
| 19 | 9 am-11am | Frozen Paw 5K | Downtown Rochester |
| February | | | |
| March | | | |
| April | | | |
| May | | | |
| 10 | 6am-2pm | Walk MS Rochester 2025 | Cancelled |
| June | | | |
| July | | | |
| 27 | 11 am-3 pm | Italian Happening Car Show | Municipal Park |
| August | | | |
| 9 | 6 am-2 pm | Detroit Congenital Heart Walk | Municipal Park |
| September | | | |
| 27 | 0800-1100 | Hometown Hustle | Downtown Rochester |
| October | | | |
| 5 | 8:30 am-11 am | Scare Away Hunger 5K & Family Fun Run | Municipal Park |
| November | | | |
| December | | | |

1. CALL TO ORDER

Mayor Salvia at 7:00 p.m.

2. ROLL CALL

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

ABSENT: None.

3. PLEDGE OF ALLEGIANCE

Mayor Salvia led the Pledge of Allegiance.

4. PUBLIC COMMENT SCHEDULED/NON SCHEDULED/PRESENTATIONS

Ann Peterson, N. Alice, gave a real estate sales update.

5. MINUTES

5A. Consideration of the Minutes of the Regular Meeting of December 16, 2024.

MOTION: Trent moved, Hauser seconded,
To approve the Minutes of the Regular Meeting of December 16, 2024.

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

NO: None.

Motion Carried.

6. CONSENT AGENDA

6A. Special Evt Application from Alpha Romero owners Detroit to hold the Italian Happening car show on July 27, 2025 in the Municipal Park.

MOTION: Sage moved, Trent seconded,

To approve the Special Event Permit for the Alpha Romero owners Detroit to hold the Italian Happening car show on July 27, 2025 in the Municipal Park.

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

NO: None.

Motion Carried.

6B. Check Register report for December 12 and 19, 2024.

MOTION: Sage moved, Trent seconded,

To receive the Check Register report for December 12 and 19, 2024.

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

NO: None.

Motion Carried.

7. OLD BUSINESS/ TABLED ITEMS.

NONE.

8. PUBLIC HEARINGS

NONE.

9. LEGISLATIVE DELIBERATIONS

NONE.

10. REPORTS AND REGULAR BUSINESS

10A. Resolution Notice of Intent to Issue \$2,610,000.00 in Capital Improvement Bonds. Bond Counsel Tom Colis presented Council with information and answered questions.

MOTION: King moved, Jones seconded,
To adopt the Resolution Notice of Intent to Issue \$2,610,000.00 in Capital Improvement Bonds.

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

NO: None.

Motion Carried.

10B. Mayor nominations/appointments to the Compensation Commission of Michael Mackens, Blake Pollock and Margaret Shepard.

MOTION: Hauser moved, Trent seconded,
To confirm the Mayor nominations/appointments to the Compensation Commission of Michael Mackens, Blake Pollock and Margaret Shepard.

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

NO: None.

Motion Carried.

10C. Agreement with Spohn Ranch in the amount of \$500,000.00 to develop and built a skatepark.

MOTION: Jones moved, Trent seconded,
To approve the Agreement with Spohn Ranch in the amount of \$500,000.00 to develop and built a skatepark.

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

NO: None.

Motion Carried.

10D. City Attorney Kragt reviewed information on Roberts Rules of Order with Council.

MOTION: Sage moved, Bikson seconded,
To authorize the Minutes of City Council meetings be considered under the Consent Agenda.

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

NO: None.

Motion Carried.

11. BOARDS AND COMMISSIONS REPORTS.

11A. Planning Commission – Hauser stated they held a Public Hearing for Community House renovations and reminded all of the joint meeting with City Council scheduled for Thursday, January 23 at 7:00 pm at the Fire Station.

11B. Principal Shopping District – Jones stated they did a Holiday Programs Recap.

11C. City Beautiful Commission – Jones said they held their Goals and Objectives and will be developing a new map of the Park.

12. PUBLIC COMMENT

Ann Peterson, N. Alice, commented on the bond Resolution.

Jane Turner, Parkdale, commented on the budget and lighted parking signs on Ludlow and asked for one on Parkdale.

13. GENERAL MISCELLANEOUS.

City Clerk O'Connor advised that there would be an agenda item for the next meeting regarding details for petitions filing for the 2025 election year.

City Manager Banda updated Council on a water main break and commented on the success at Home Bakery.

Jones said she is participating on the Rochester Community Schools Wellness Committee.

Trent announced that Oakland County Parks is considering managing Dinosaur Hill Nature Preserve.

14. ADJOURN

Mayor Salvia adjourned the meeting at 8:49 p.m.

Lee Ann O'Connor, City Clerk

Nancy Salvia, Mayor

| Check Date | Check | Vendor Name | Invoice Vendor | Description | Amount |
|--------------------------|--------|-----------------------------|-----------------------------|--------------------------------------|------------------|
| Bank A1 ACCOUNTS PAYABLE | | | | | |
| 01/09/2025 | 139681 | O'CONNOR'S PUBLIC HOUSE | O'CONNOR'S PUBLIC HOUSE | REDEEMED GIFT CERTIFICATES | 1,125.00 |
| 01/09/2025 | 139682 | ABSOPURE WATER COMPANY | ABSOPURE WATER COMPANY | ABSOPURE WATER FOR DPW GARAGE & ADMI | 8.00 |
| | | | ABSOPURE WATER COMPANY | ABSOPURE WATER COOLER FOR PARKS - C6 | 4.00 |
| | | | | | <u>12.00</u> |
| 01/09/2025 | 139683 | ACCUSHRED LLC | ACCUSHRED LLC | INV 95656, 95664 FOR NOV 2024 98839 | 83.75 |
| 01/09/2025 | 139684 | AMERICAN PUBLIC WORKS | AMERICAN PUBLIC WORKS | APWA ANNUAL MEMBERSHIP RENEWAL FOR I | 895.00 |
| 01/09/2025 | 139685 | ANDERSON, ECKSTEIN AND | ANDERSON, ECKSTEIN AND | PROJ 0270-0206-0 PRO SERVICES 11/18 | 103.00 |
| 01/09/2025 | 139686 | AQUATEST LABORATORIES, INC | AQUATEST LABORATORIES, INC | WATER DEPARTMENT BAC-T SAMPLING DE | 532.00 |
| 01/09/2025 | 139687 | AURUM DESIGN | AURUM DESIGN | REDEEMED GIFT CERTIFICATES | 250.00 |
| 01/09/2025 | 139688 | BADGER METER INC. | BADGER METER INC. | BADGER METER- MBL HOSTING SERV UNIT | 235.95 |
| 01/09/2025 | 139689 | BEAN & LEAF CAFE | BEAN & LEAF CAFE | REDEEMED GIFT CERTIFICATES | 60.00 |
| 01/09/2025 | 139690 | BIZZY BUZZ ARTISAN MARKET | BIZZY BUZZ ARTISAN MARKET | REDEEMED GIFT CERTIFICATES | 120.00 |
| 01/09/2025 | 139691 | BOLOGNA VIA CUCINA | BOLOGNA VIA CUCINA | REDEEMED GIFT CERTIFICATES | 615.00 |
| 01/09/2025 | 139692 | CHARTER TOWNSHIP OF SHELBY | CHARTER TOWNSHIP OF SHELBY | WATER USAGE NOVEMBER 2024 | 67,228.36 |
| 01/09/2025 | 139693 | CMN TV | CMN TV | MEETING VIDEOCASTS NOVEMBER 2024 | 1,300.00 |
| | | | CMN TV | MEETING VIDEOCASTS OCTOBER 2024 | 1,300.00 |
| | | | | | <u>2,600.00</u> |
| 01/09/2025 | 139694 | CORELOGIC TAX SERVICE | CORELOGIC TAX SERVICE | REFUND OF 2024 WINTER TAX 15-01-451- | 819.58 |
| 01/09/2025 | 139695 | CORELOGIC TAX SERVICE | CORELOGIC TAX SERVICE | REFUND OF 2024 WINTER TAX FOR 15-11- | 1,417.87 |
| 01/09/2025 | 139696 | CORELOGIC TAX SERVICE | CORELOGIC TAX SERVICE | REFUND OF 2024 WINTER TAX FOR 15-14- | 867.15 |
| 01/09/2025 | 139697 | CORELOGIC TAX SERVICE | CORELOGIC TAX SERVICE | REFUND OF 2024 WINTER TAX FOR 15-11- | 630.18 |
| 01/09/2025 | 139698 | CORELOGIC TAX SERVICE | CORELOGIC TAX SERVICE | REFUND OF 2024 WINTER TAX FOR 15-01- | 769.41 |
| 01/09/2025 | 139699 | CORELOGIC TAX SERVICE | CORELOGIC TAX SERVICE | REFUND OF 2024 WINTER TAX FOR 15-12- | 756.41 |
| 01/09/2025 | 139700 | COSI DI LUSSO | COSI DI LUSSO | REDEEMED GIFT CERTIFICATES | 50.00 |
| 01/09/2025 | 139701 | CTS COMPANIES INC | CTS COMPANIES INC | TELEPHONE SYSTEM CONTRACT JANUARY 2C | 511.01 |
| 01/09/2025 | 139702 | CULLIGAN OF ROMEO | CULLIGAN OF ROMEO | CITY HALL WATER SOFTENER - SOLAR 40 | 23.20 |
| 01/09/2025 | 139703 | CULLIGAN OF ROMEO | CULLIGAN OF ROMEO | CITY HALL WATER SOFTENER CHARGES 12 | 85.00 |
| 01/09/2025 | 139704 | DAN'S EXCAVATING, INC. | DAN'S EXCAVATING, INC. | ELECTRICAL INSTALL - 24 | 9,865.57 |
| 01/09/2025 | 139705 | DAVEY TREE EXPERT COMPANY | DAVEY TREE EXPERT COMPANY | TREE TRIMMING - (LOCALS) 2024 ZONES | 3,100.00 |
| | | | DAVEY TREE EXPERT COMPANY | TREE REMOVAL (CONT. SRVS) - DINOSAUF | 3,900.00 |
| | | | DAVEY TREE EXPERT COMPANY | TREE REMOVAL (CONT. SRVS) - DINOSAUF | 3,120.00 |
| | | | DAVEY TREE EXPERT COMPANY | STUMP GRINDING - (LOCALS) 736 CARIBC | 150.00 |
| | | | | | <u>10,270.00</u> |
| 01/09/2025 | 139706 | DEPENDABLE WHOLESALE INC | DEPENDABLE WHOLESALE INC | TIRES AND DISMOUNT & MOUNTING FOR #6 | 239.58 |
| 01/09/2025 | 139707 | DESSERT OASIS LLC | DESSERT OASIS LLC | REDEEMED GIFT CERTIFICATES | 150.00 |
| 01/09/2025 | 139708 | DETROIT SALT COMPANY | DETROIT SALT COMPANY | ROCK SALT ORDER 105.34 TONS DELIVERE | 12,849.43 |
| | | | DETROIT SALT COMPANY | ROCK SALT ORDER 105.34 TONS DELIVERE | 3,087.69 |
| | | | | | <u>15,937.12</u> |
| 01/09/2025 | 139709 | DETROIT TAROT COMPANY | DETROIT TAROT COMPANY | REDEEMED GIFT CERTIFICATES | 125.00 |
| 01/09/2025 | 139710 | DOWNTOWN TAROT COMPANY | DOWNTOWN TAROT COMPANY | REDEEMED GIFT CERTIFICATES | 25.00 |
| 01/09/2025 | 139711 | ELEMENT 22 COMMERCIAL GROUP | ELEMENT 22 COMMERCIAL GROUP | CHIEF FINANCIAL VEHICLE PURCHASES MC | 4,412.43 |
| 01/09/2025 | 139712 | FINAL TOUCH DESIGNS | FINAL TOUCH DESIGNS | REDEEMED GIFT CERTIFICATES | 150.00 |
| 01/09/2025 | 139713 | GEORGIO'S PIZZA & PASTA | GEORGIO'S PIZZA & PASTA | REDEEMED GIFT CERTIFICATES | 375.00 |
| 01/09/2025 | 139714 | GIVE THANKS BAKERY & CAFE | GIVE THANKS BAKERY & CAFE | REDEEMED GIFT CERTIFICATES | 350.00 |
| 01/09/2025 | 139715 | GRANT'S PIZZA HOUSE | GRANT'S PIZZA HOUSE | REDEEMED GIFT CERTIFICATES | 50.00 |
| 01/09/2025 | 139716 | GREAT LAKES WATER AUTHORITY | GREAT LAKES WATER AUTHORITY | INDUSTRIAL WASTEWATER CHARGES FOR PF | 150.54 |
| | | | GREAT LAKES WATER AUTHORITY | INDUSTRIAL WASTEWATER CHARGES FOR PF | 188.67 |
| | | | | | <u>188.67</u> |

| Check Date | Check | Vendor Name | Invoice Vendor | Description | Amount |
|------------|--------|-----------------------------------|------------------------------------|--------------------------------------|-----------|
| | | | | | 339.21 |
| 01/09/2025 | 139717 | GUNNERS METERS & PARTS, INC. | GUNNERS METERS & PARTS, INC. | WATER DISTRIBUTION MAINTENANCE MATEF | 1,281.00 |
| 01/09/2025 | 139718 | HYDROCORP | HYDROCORP | CROSS CONNECTION CONTROL PROG INSPEC | 4,307.00 |
| 01/09/2025 | 139719 | I/Q LIFE SAFETY SYSTEMS, INC | I/Q LIFE SAFETY SYSTEMS, INC | DPW ANNUAL FIRE ALARM MONITORING | 1,560.00 |
| 01/09/2025 | 139720 | LECONTE MEN'S CLOTHIER | LECONTE MEN'S CLOTHIER | REDEEMED GIFT CERTIFICATES | 1,000.00 |
| 01/09/2025 | 139721 | LEGENDS OF TIME | LEGENDS OF TIME | REDEEMED GIFT CERTIFICATES | 100.00 |
| 01/09/2025 | 139722 | LUCIDO FINE JEWELRY | LUCIDO FINE JEWELRY | REDEEMED GIFT CERTIFICATES | 800.00 |
| 01/09/2025 | 139723 | LYTLE PHARMACY | LYTLE PHARMACY | REDEEMED GIFT CERTIFICATES | 385.00 |
| 01/09/2025 | 139724 | MICHIGAN CHANDELIER CO. | MICHIGAN CHANDELIER CO. | PARKS LIONS SHELTER - MATERIALS FOR | 51.39 |
| 01/09/2025 | 139725 | MICHIGAN MUNICIPAL LEAGUE | MICHIGAN MUNICIPAL LEAGUE | MML UNEMPLOYMENT - 4TH QUARTER - 202 | 29.69 |
| 01/09/2025 | 139726 | MOCERI ELEVATE, LLC | MOCERI ELEVATE, LLC | Q4 2024 303 E UNIVERSITY REIMBURSEM | 13,815.20 |
| 01/09/2025 | 139727 | MR C'S CAR WASH #6 LLC | MR C'S CAR WASH #6 LLC | EXPRESS & BILL'S BEST EXTERIOR WASH | 31.00 |
| 01/09/2025 | 139728 | NICHOLS PAPER & SUPPLY CO | NICHOLS PAPER & SUPPLY CO | JANITORIAL SUPPLIES FOR CITYHALL/POI | 559.34 |
| 01/09/2025 | 139729 | ONSITE WELLNESS LLC | ONSITE WELLNESS LLC | MONTHLY WELLNESS PROGRAM DEC 2024 | 895.00 |
| 01/09/2025 | 139730 | PENN STATION EAST | PENN STATION EAST | REDEEMED GIFT CERTIFICATES | 25.00 |
| | | | PENN STATION EAST | REDEEMED GIFT CERTIFICATES | 100.00 |
| | | | | | 125.00 |
| 01/09/2025 | 139731 | PLAIN & FANCY | PLAIN & FANCY | REDEEMED GIFT CERTIFICATES | 275.00 |
| 01/09/2025 | 139732 | PSYBUS | PSYBUS | PSYCHOLOGICAL MADDIE DAVIS FF/PARAM | 625.00 |
| 01/09/2025 | 139733 | RESALE CONNECTION | RESALE CONNECTION | REDEEMED GIFT CERTIFICATES | 100.00 |
| 01/09/2025 | 139734 | ROAD COMMISSION OF OAKLAND CO. | ROAD COMMISSION OF OAKLAND CO. | TRAFFIC SIGNAL MAINTENANCE-DTE ENER | 742.50 |
| 01/09/2025 | 139735 | ROCHESTER AREA YOUTH ASSISTANC | ROCHESTER AREA YOUTH ASSISTANC | 2024 KRIS KRINGLE WARMING TENT DONAT | 4,000.00 |
| 01/09/2025 | 139736 | ROCHESTER AVON RECREATION | ROCHESTER AVON RECREATION | 2024 KRIS KRINGLE WARMING TENT DONAT | 4,000.00 |
| 01/09/2025 | 139737 | ROCHESTER BRUNCH HOUSE | ROCHESTER BRUNCH HOUSE | REDEEMED GIFT CERTIFICATES | 525.00 |
| 01/09/2025 | 139738 | ROCHESTER FIRE DEPARTMENT | ROCHESTER FIRE DEPARTMENT | DEPOSIT IN ERROR | 341.18 |
| 01/09/2025 | 139739 | ROCHESTER HILLS TIRE & SERVICE | ROCHESTER HILLS TIRE & SERVICE | REDEEMED GIFT CERTIFICATES | 200.00 |
| 01/09/2025 | 139740 | ROCHESTER PLUMBING & HEATING | ROCHESTER PLUMBING & HEATING | DPW - HEAT ISSUE IN SOUTH GARAGE. I | 1,118.00 |
| 01/09/2025 | 139741 | SERRA FORD | SERRA FORD | DPW MVP PARTS FOR VEH# 646 - PLATE P | 85.62 |
| 01/09/2025 | 139742 | SOUTH STREET SKATESHOP | SOUTH STREET SKATESHOP | REDEEMED GIFT CERTIFICATES | 250.00 |
| | | | SOUTH STREET SKATESHOP | REDEEMED GIFT CERTIFICATES | 250.00 |
| | | | | | 500.00 |
| 01/09/2025 | 139743 | SPENCER OIL COMPANY | SPENCER OIL COMPANY | DYED DIESEL FUEL 420.3 GAL DELIVEREI | 1,062.59 |
| | | | SPENCER OIL COMPANY | 87 OCT UNLEADED W/ 10% ETHANOL FUEL | 5,254.98 |
| | | | SPENCER OIL COMPANY | DYED DIESEL FUEL 300.5 GAL DELIVEREI | 735.81 |
| | | | SPENCER OIL COMPANY | 87 OCT UNLEADED W/ 10% ETHANOL FUEL | 4,079.36 |
| | | | | | 11,132.74 |
| 01/09/2025 | 139744 | STONY POINTE HOMEOWNERS ASSOC. | STONY POINTE HOMEOWNERS ASSOC. | STREET LIGHTING REIMBURSEMENT | 761.42 |
| 01/09/2025 | 139745 | TALULAH BELLE | TALULAH BELLE | REDEEMED GIFT CERTIFICATES | 100.00 |
| 01/09/2025 | 139746 | TELUS COMMUNICATIONS (U.S.) INTEL | TELUS COMMUNICATIONS (U.S.) INMVP- | SKYHAWK CONNECT ANYWHERE MONTHI | 113.28 |
| 01/09/2025 | 139747 | THE SKI COMPANY | THE SKI COMPANY | REDEEMED GIFT CERTIFICATES | 50.00 |
| 01/09/2025 | 139748 | THE SPICE & TEA EXCHANGE | THE SPICE & TEA EXCHANGE | REDEEMED GIFT CERTIFICATES | 50.00 |
| | | | THE SPICE & TEA EXCHANGE | REDEEMED GIFT CERTIFICATES | 215.00 |
| | | | | | 265.00 |
| 01/09/2025 | 139749 | TOMMASO CAPORUSCIO | TOMMASO CAPORUSCIO | INSPECTIONS NOV 2024 AND JAN 2025 | 715.00 |
| 01/09/2025 | 139750 | ULLIANCE INC | ULLIANCE INC | ULLIANCE EAP 1ST QTR 2025 | 750.00 |
| 01/09/2025 | 139751 | ULYSSES HERNANDEZ | ULYSSES HERNANDEZ | HEALTH INSURANCE REIMBURSEMENT HERN | 500.00 |
| 01/09/2025 | 139752 | UNITEL LEASING | UNITEL LEASING | PHONE SYSTEM CONTRACT DECEMBER 2024 | 455.06 |
| 01/09/2025 | 139753 | UPDOG YOGA | UPDOG YOGA | REDEEMED GIFT CERTIFICATES | 225.00 |
| 01/09/2025 | 139754 | UPDOG YOGA | UPDOG YOGA | REDEEMED GIFT CERTIFICATES | 225.00 |
| 01/09/2025 | 139755 | VAN HORN TRUCK PARTS INC. | VAN HORN TRUCK PARTS INC. | MVP PARTS FOR VEH# 638 & STOCK - FEM | 316.96 |

| Check Date | Check | Vendor Name | Invoice Vendor | Description | Amount |
|----------------------------|----------|--------------------------------|--------------------------------|--------------------------------------|--------------------------|
| 01/09/2025 | 139756 | WEINGARTZ SUPPLY CO. | WEINGARTZ SUPPLY CO. | PARTS FOR PARKS #560 & #580- OIL FII | 179.84 |
| 01/09/2025 | 139757 | WEX BANK | WEX BANK | GAS PURCHASES PD, FD, CITY HALL AND | 23.58 |
| 01/09/2025 | 139758 | WHOO UPSCALE RESALE | WHOO UPSCALE RESALE | REDEEMED GIFT CERTIFICATES | 125.00 |
| 01/09/2025 | 139759 | WXYZ - CHANNEL 7 | WXYZ - CHANNEL 7 | LAGNIAPPE/HOLIDAY 24 1345800-1 | 11,200.00 |
| 01/13/2025 | 1060 (A) | EASYPERMIT POSTAGE | EASYPERMIT POSTAGE | POSTAGE REFILL PERMIT #1091 - DEC 20 | 702.24 |
| 01/13/2025 | 1061 (A) | ENTERPRISE FM TRUST | ENTERPRISE FM TRUST | CITY HALL ELECTRIC VEHICLE LEASE VEH | 484.34 |
| 01/13/2025 | 1062 (A) | LAW OFFICES OF JEFFREY S KRAGI | LAW OFFICES OF JEFFREY S KRAGI | PROFESSIONAL SERVICES THROUGH DECEME | 10,525.00 |
| | | | | LAW OFFICES OF JEFFREY S KRAGI | 3,333.33 |
| | | | | | <u>13,858.33</u> |
| 01/13/2025 | 1063 (A) | PEERLESS MIDWEST INC | PEERLESS MIDWEST INC | WTP - WELL #5 CHECK VALVE REPLACEMEN | 5,330.00 |
| 01/13/2025 | 1064 (A) | SUN LIFE FINANCIAL | SUN LIFE FINANCIAL | SUNLIFE MONTHLY VOLUNT POLICY 834649 | 1,568.54 |
| 01/13/2025 | 1065 (A) | TK ELEVATOR | TK ELEVATOR | ELEVATOR REPAIR- COMMUNITY HOUSE - | 644.00 |
| | | | TK ELEVATOR | MAINTENANCE CONTRACT FOR COMMUNITY H | 820.12 |
| | | | TK ELEVATOR | MAINTENANCE CONTRACT FOR CITY HALL & | 412.46 |
| | | | | | <u>1,876.58</u> |
| 01/13/2025 | 1066 (A) | WINDCAVE INC | WINDCAVE INC | PARKING PLATFORM MONTHLY HOSTING FEE | 1,275.00 |
| | | | | | <u><u>1,275.00</u></u> |
| A1 TOTALS: | | | | | |
| Total of 86 Checks: | | | | | 211,763.61 |
| Less 0 Void Checks: | | | | | 0.00 |
| Total of 86 Disbursements: | | | | | <u><u>211,763.61</u></u> |

| Check Date | Check | Vendor Name | Invoice Vendor | Description | Amount |
|--------------------------|----------|--------------------------------|--------------------------------|--------------------------------------|------------------|
| Bank A1 ACCOUNTS PAYABLE | | | | | |
| 01/16/2025 | 1068 (E) | BLUE CROSS BLUE SHIELD OF MICH | BLUE CROSS BLUE SHIELD OF MICH | BCBSM 7006068/ERS 2.1-28.25 BILLING | 129,829.51 |
| 01/16/2025 | 139762 | AL'S AUTO WASH LLC | AL'S AUTO WASH LLC | CAR WASHES-POLICE | 87.50 |
| 01/16/2025 | 139763 | ALLIED INCORPORATED | ALLIED INCORPORATED | MVP HOIST INSPECTION AND REPAIR | 346.25 |
| 01/16/2025 | 139764 | ANDERSON, ECKSTEIN AND | ANDERSON, ECKSTEIN AND | PROJ 0270-0111-0 RIVERFRONT PLACE PF | 1,732.40 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0115-0 CUMBERLAND RIDGE PA | 3,535.90 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0139-0 PRO SERVICES 11/18/ | 1,106.50 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0151-0 PRO SERVICES 11/18/ | 1,422.60 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0181-0 PRO SERVICES 11/18/ | 7,222.71 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0190-0 PRO SERVICES 11/18/ | 944.50 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0191-0 PRO SERVICES 11/18/ | 385.00 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0192-0 PRO SERVICES 11/18/ | 1,288.50 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0195-0 PRO SERVICES 11/18 | 1,752.00 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0196-0 PRO SERVICES 11/18/ | 650.90 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0200-0 PRO SERVICES 11/18/ | 3,166.50 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0201-0 PRO SERVICES 11/18/ | 2,537.90 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0203-0 PRO SERVICES 11/18/ | 207.00 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0208-0 PRO SERVICES 11/18 | 4,524.70 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0209-0 PRO SERVICES 11/18 | 4,228.00 |
| | | | | | <u>34,705.11</u> |
| 01/16/2025 | 139765 | ANDERSON, ECKSTEIN AND | ANDERSON, ECKSTEIN AND | PROJ 0270-0213-0 PRO SERVICES 11/18 | 2,292.50 |
| | | | ANDERSON, ECKSTEIN AND | PROJ 0270-0197-0 PRO SERVICES 11/18/ | 982.50 |
| | | | | | <u>3,275.00</u> |
| 01/16/2025 | 139766 | ANTHONY MOGGIO | ANTHONY MOGGIO | REIMBURSEMENT FOR BRYAN VOSS FUNDRAI | 364.88 |
| 01/16/2025 | 139767 | BANGKOK CUISINE | BANGKOK CUISINE | REDEEMED GIFT CERTIFICATES | 250.00 |
| 01/16/2025 | 139768 | BATTERY GIANT | BATTERY GIANT | REPAIR PARTS | 129.90 |
| 01/16/2025 | 139769 | BILDON PARTS & SERVICE | BILDON PARTS & SERVICE | REPAIR EQUIPMENT | 320.00 |
| 01/16/2025 | 139770 | BIZZY BUZZ ARTISAN MARKET | BIZZY BUZZ ARTISAN MARKET | REDEEMED GIFT CERTIFICATES | 250.00 |
| 01/16/2025 | 139771 | BLUE CARE NETWORK OF MICHIGAN | BLUE CARE NETWORK OF MICHIGAN | BLUE CARE NETWORK HMO 00129741 01 - | 12,343.40 |
| 01/16/2025 | 139772 | C & G NEWSPAPERS | C & G NEWSPAPERS | C&G NEWSPAPERS INV 0032218- IN | 99.80 |
| 01/16/2025 | 139773 | CITY OF ROCHESTER HILLS | CITY OF ROCHESTER HILLS | APPARATUS REPAIR | 1,237.48 |
| 01/16/2025 | 139774 | CIVICSMART PARKING TECH, INC | CIVICSMART PARKING TECH, INC | PEMS JAN 2025 | 3,899.50 |
| 01/16/2025 | 139775 | CYNERGY PRODUCTS | CYNERGY PRODUCTS | VEHICLE LIGHTS OUTFIT-53 | 7,266.51 |
| 01/16/2025 | 139776 | DAFOES FEED | DAFOES FEED | DE-ICER FOR AUTO PARKING, DDA, DPW/S | 1,862.00 |
| 01/16/2025 | 139777 | DESSERT OASIS LLC | DESSERT OASIS LLC | REDEEMED GIFT CERTIFICATES | 20.00 |
| 01/16/2025 | 139778 | DILLMAN & UPTON | DILLMAN & UPTON | DPW SUPPLIES - TITEBOND WOOD GLUE | 2.99 |
| 01/16/2025 | 139779 | DTE ENERGY | DTE ENERGY | 920016153586, 910040529117 | 11,001.75 |
| 01/16/2025 | 139780 | ENVIRONMENTAL WOOD SOLUTIONS | ENVIRONMENTAL WOOD SOLUTIONS | STUMPS DROP OFF CHARGE | 414.80 |
| 01/16/2025 | 139781 | G2 CONSULTING GROUP LLC | G2 CONSULTING GROUP LLC | CLINTON RIVER TRAIL RECONSTRUCTION - | 18,250.00 |
| 01/16/2025 | 139782 | GOODISON VETERINARY CENTER | GOODISON VETERINARY CENTER | VET -MAVERICK | 309.90 |
| 01/16/2025 | 139783 | HALT FIRE, INC. | HALT FIRE, INC. | LADDER REPAIR | 3,342.27 |
| 01/16/2025 | 139784 | HYDROCORP | HYDROCORP | CROSS CONNECTION CONTROL PROGRAM INS | 1,258.00 |
| | | | HYDROCORP | CROSS CONNECTION CONTROL PROGRAM INS | 1,258.00 |
| | | | | | <u>2,516.00</u> |
| 01/16/2025 | 139785 | KELLER THOMA | KELLER THOMA | DEC 2024 GENERAL MATTERS INVOICE LAE | 340.00 |
| 01/16/2025 | 139786 | KIMBALL MIDWEST | KIMBALL MIDWEST | MVP OPERATING SUPPLIES - PINS, WASHE | 187.40 |
| 01/16/2025 | 139787 | LEGENDS OF TIME | LEGENDS OF TIME | REDEEMED GIFT CERTIFICATES | 75.00 |
| 01/16/2025 | 139788 | M TECH COMPANY | M TECH COMPANY | CONTRACTED REPAIR FOR LEAF LOADER # | 1,184.93 |
| 01/16/2025 | 139789 | MACQUEEN | MACQUEEN | BATTERIES FOR EXTRICATION TOOLS | 2,321.81 |
| | | | MACQUEEN | TURN OUT GEAR PURCHASED STATE GRANT | 39,681.15 |

| Check Date | Check | Vendor Name | Invoice Vendor | Description | Amount |
|------------|---------|--------------------------------|--------------------------------|--------------------------------------|-----------------|
| | | | | | 42,002.96 |
| 01/16/2025 | 139790 | MCDOWELL & ASSOCIATES | MCDOWELL & ASSOCIATES | SKATE PARK PROJECT- LIMITED ENVIRONM | 3,446.50 |
| 01/16/2025 | 139791 | MESSINA TRUCKING INC. | MESSINA TRUCKING INC. | CLASS II SAND FOR WATER DEPARTMENT | 1,141.66 |
| 01/16/2025 | 139792 | MICHIGAN CHANDELIER CO. | MICHIGAN CHANDELIER CO. | REPAIR | 32.05 |
| 01/16/2025 | 139793 | MICHIGAN DEPT OF TREASURY | MICHIGAN DEPT OF TREASURY | EMS TAX | 673.85 |
| 01/16/2025 | 139794 | MICHIGAN STATE POLICE | MICHIGAN STATE POLICE | SCHOOL EMPLOYMENT PRINTS | 43.25 |
| 01/16/2025 | 139795 | MR C'S CAR WASH #6 LLC | MR C'S CAR WASH #6 LLC | VEHICEL WASH | 18.00 |
| | | | MR C'S CAR WASH #6 LLC | CAR WASHES-POLICE | 87.50 |
| | | | | | <u>105.50</u> |
| 01/16/2025 | 139796 | NICHOLS PAPER & SUPPLY CO | NICHOLS PAPER & SUPPLY CO | JANITORIAL SUPPLIES FOR CITYHALL/POI | 46.17 |
| 01/16/2025 | 139797 | OAKLAND ANIMAL HOSPITAL, P.C. | OAKLAND ANIMAL HOSPITAL, P.C. | REDEEMED GIFT CERTIFICATES | 50.00 |
| 01/16/2025 | 139798 | OAKLAND COMMUNITY COLLEGE | OAKLAND COMMUNITY COLLEGE | SMALL AGENCY DISCOUNT PROGRAM | 4,193.07 |
| 01/16/2025 | 139799 | OPALUS OF ROCHESTER | OPALUS OF ROCHESTER | REDEEMED GIFT CERTIFICATES | 50.00 |
| 01/16/2025 | 139800 | RETRO FITNESS-ROCHESTER | RETRO FITNESS-ROCHESTER | MEMBERSHIP FEES DEC 2024 | 149.90 |
| 01/16/2025 | 139801 | REZ-COMM, INC | REZ-COMM, INC | HOWLETT PARK - HAUL OUT ILLICITLY DU | 500.00 |
| 01/16/2025 | 139802 | ROCHESTER HILLS TIRE & SERVICE | ROCHESTER HILLS TIRE & SERVICE | COOLANT-62 | 253.00 |
| | | | ROCHESTER HILLS TIRE & SERVICE | WIPERS-BLK FORD P/U | 57.90 |
| | | | | | <u>310.90</u> |
| 01/16/2025 | 139803 | ROCHESTER PLUMBING & HEATING | ROCHESTER PLUMBING & HEATING | DPW - HEAT ISSUE IN SOUTH GARAGE. I | 985.00 |
| 01/16/2025 | 139804 | ROCHESTER REGIONAL CHAMBER | ROCHESTER REGIONAL CHAMBER | NONPROFIT MEMBERSHIP DUES INV# 31962 | 175.00 |
| 01/16/2025 | 139805 | SOCRRA | SOCRRA | HOUSEHOLD HAZARDOUS WASTE DROP OFFS- | 200.00 |
| 01/16/2025 | 139806 | SOLE SISTERS | SOLE SISTERS | REDEEMED GIFT CERTIFICATES | 100.00 |
| 01/16/2025 | 139807 | SUPERIOR LOCK & KEY, LLC | SUPERIOR LOCK & KEY, LLC | REPAIR | 185.00 |
| | | | SUPERIOR LOCK & KEY, LLC | DUPLICATE KEYS FOR CITY HALL | 23.25 |
| | | | | | <u>208.25</u> |
| 01/16/2025 | 139808 | TALULAH BELLE | TALULAH BELLE | REDEEMED GIFT CERTIFICATES | 325.00 |
| 01/16/2025 | 139809 | TELEFLEX LLC | TELEFLEX LLC | MEDICAL EQUIPMENT SUPPLIES | 600.00 |
| | | | TELEFLEX LLC | MEDICAL EQUIPMENT SUPPLIES | 299.00 |
| | | | TELEFLEX LLC | MEDICAL EQUIPMENT SUPPLIES | 299.00 |
| | | | TELEFLEX LLC | MEDICAL EQUIPMENT SUPPLIES | 550.00 |
| | | | | | <u>1,748.00</u> |
| 01/16/2025 | 139810 | THE ACCUMED GROUP | THE ACCUMED GROUP | MEDICAL BILLING | 1,951.65 |
| | | | THE ACCUMED GROUP | MEDICAL BILLING | 1,620.82 |
| | | | | | <u>3,572.47</u> |
| 01/16/2025 | 139811 | UPDOG YOGA | UPDOG YOGA | REDEEMED GIFT CERTIFICATES | 200.00 |
| 01/16/2025 | 139812 | VAN HORN TRUCK PARTS INC. | VAN HORN TRUCK PARTS INC. | MVP TOOLS - TIRE INFLATOR W/PRESSURE | 119.98 |
| 01/16/2025 | 139813 | ZEP SALES & SERVICE | ZEP SALES & SERVICE | CLEANING SUPPLIES | 86.10 |
| 01/21/2025 | 1067(A) | PARAGON LABORATORIES INC | PARAGON LABORATORIES INC | JANUARY 2025 WATER QUALITY PARAMETE | 360.00 |

A1 TOTALS:

| | |
|----------------------------|-------------------|
| Total of 54 Checks: | 294,737.49 |
| Less 0 Void Checks: | 0.00 |
| Total of 54 Disbursements: | <u>294,737.49</u> |

January 14, 2025

Rochester City Council
c/o Mayor Nancy Salvia
400 Sixth Street
Rochester, MI 48307

Subject: Letter of Resignation – Rochester Planning Commission

Dear Mayor Salvia and City Council members:

I am writing to formally resign from my position on the City's Planning Commission. It has been a privilege to serve on the Commission for the last seven years, and I have truly enjoyed collaborating with my fellow Commissioners and City staff. Due to the demands of evening meetings for my personal job, I foresee challenges in maintaining consistent attendance at future Planning Commission meetings. In fairness to the Commission, I believe it's best to allow another resident, who can commit to regular participation, the opportunity to serve in my place. Therefore, I have decided to step down.

I wish you all the best in 2025, I know the City is in great hands!

Best wishes,

A handwritten signature in black ink, appearing to read "Eric Lord", written in a cursive style.

Eric Lord



City of Rochester

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

MEMORANDUM

Date: January 23, 2025
To: Mayor and City Council
From: Lee Ann O'Connor, City Clerk
Subject: 2025 General Election Petition update

This year's election will have a unique experience for Rochester, in addition to the Regular term City Council race, there will be a second race to fill the partial term left by Councilmember Gould's resignation. This presents a situation that most or all of us have not encountered here in Rochester, so I wanted to provide some guidance regarding filing petitions.

1. Candidates may circulate **AND** file petitions for either race or **BOTH** races. If a candidate files for both races, they **MUST** submit in writing with the City Clerk a Withdrawal Notice by the withdrawal deadline of **4:00 p.m. Friday, April 25, 2025**.
2. The partial term race has a lower number of candidates that would trigger an August Primary. The Regular term race would still require **9** candidates to qualify for the ballot, but the Partial term race will only require **3**.
3. An elector cannot sign more nominating petitions than there are persons to be elected to the office, for the Regular term race that is 4 and for the Partial term race that is 1. Additional signatures beyond these limits will be disqualified and not count toward your required number of signatures.

Mayor Pro Tem Bikson has asked if the signatures on both sets of petitions can be the same. Yes, each set of petitions can have the exact same signatures as long as they are within the limit described above.

Suggestions:

1. Try not to circulate petitions at the same meeting or event as another candidate is.
2. Submit more signatures than needed to allow a cushion for errors.
3. Submit your petitions early so that errors can be cured before the filing deadline of **April 22, 2025 at 4:00 p.m.**

Action: No action is required, this is information only.



City of Rochester

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

January 21, 2025

Attached are the required Nominating Petitions and an Affidavit of Identity you will need to submit to be a candidate on the August 5, 2025 Primary ballot. Pursuant to state election law, the Nominating Petitions are **due by 4:00 p.m. on Tuesday, April 22, 2025**.

For the 2025 election year, there will be 2 races on the ballot: Regular term City Council race “vote for not more than 4” and a race to fill a partial term ending in 2027 “vote for not more than 1”. Candidates may circulate **AND** file petitions for both races, however, pursuant to MCL 168.322a **A CANDIDATE MUST SUBMIT IN WRITING WITH THE CITY CLERK A WITHDRAWAL NOTICE** from one of the races by the withdrawal deadline of **4:00 p.m. on Friday, April 25, 2025**. Failure to withdraw from either one of the races will disqualify the candidate from both races and they will not appear on the ballot. A Withdrawal Form is included with this packet for your use.

An August Primary will be held **ONLY** if 9 or more candidates file petitions for the Regular term City Council race or 3 or more candidates qualify for the partial term race. Should the August Primary be cancelled, all qualified candidates will appear on the November 4, 2025 General Election ballot.

Section 4.1 of the Rochester City Charter states that, “no person shall be eligible for any elective office of the City unless he or she is at least 25 years of age, a qualified registered elector in the City, and a City resident for at least one year before the election”.

The number of signatures needed on the Nominating Petitions, as required by Section 5.10 of the City Charter, cannot be less than **25** nor more than 50, of registered electors of the City of Rochester. **An elector cannot sign more nominating petitions than there are persons to be elected to the office, for the Regular term race that will be 4 and for the Partial term office that will be 1. Duplicate signatures will be disqualified.**

The Affidavit of Identity **must** be submitted with the Nominating Petitions. This form **must** be notarized. There are several notaries available at City Hall, including myself.

Please review all the instructions on the Nominating Petition form and the Affidavit of Identity form.

This letter provides only basic information, if you have any questions, please contact me immediately.

Best regards,
Lee Ann O'Connor
Lee Ann O'Connor, MMC





Rochester Fire Department

TO: CITY MANAGER
FROM: FIRE CHIEF, JOHN CIESLIK
SUBJECT: BRICS GRANT
DATE: JANUARY 17, 2025

It has been a year since we applied for the 2024 BRICS Grant requesting funds to conduct engineering for flood mitigation in parts of the city. We have worked with the State of Michigan Emergency Management multiple times during 2024 providing additional information to support our needs. We received official notification on Friday January 17 that our grant has been approved.

The cost of the engineering project is as follows.

| | |
|---|---------------|
| Total Non-Federal Share Amount: | \$ 31,382.50 |
| Total BRIC Federal Share Amount: <i>(funded by the grant)</i> | \$ 94,147.50 |
| Total Approved Project Amount: | \$ 125,530.00 |

If the city accepts the grant, then determining the engineering and cost estimates as soon as possible is very important. If we can accomplish this before the 2025 BRICS Grant window closes, we will submit for the funds to implement the mitigation. Since we have received the engineering funds, we have an exceptionally good chance of the mitigation cost to also be covered by the next round of BRICS Grants. We will have a very tight window to get the engineering work and cost estimates together to meet the deadline.

Thank you for your consideration.

John
John Cieslik
Fire Chief

State of Michigan Hazard Mitigation Assistance Grant Agreement for Fiscal Year 2023 Building Resilient Infrastructure and Communities

Period of Performance Expires: September 22, 2027

| |
|---|
| CFDA Number: 97.047 Project Number: EMC-2023-BR-003-0010 |
|---|

Fiscal Year (FY) 2023 Building Resilient Infrastructure and Communities (BRIC) grant agreement is hereby entered into between the Michigan Department of State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) (hereinafter called the Recipient), and

CITY OF ROCHESTER
(hereinafter called the Subrecipient)

I. Purpose

The purpose of this grant agreement is to assist the Subrecipient in the implementation of EMC-2023-BR-003-0010 (hereinafter called the Project) -- a project to provide supplementary financial assistance for the implementation of cost-effective hazard mitigation measures that will permanently reduce or eliminate the long-term risk to human life and property from natural, technological, or human-caused disasters and their effects. Building Resilient Infrastructure and Communities (BRIC) funding is awarded by the Federal Emergency Management Agency (FEMA) and is administered by the Recipient.

II. Objective

The principal objective of this grant agreement is to provide financial assistance to the Subrecipient. The Subrecipient must complete the approved measures detailed in the attached FEMA GO formal application submitted by the Subrecipient, and summarized as follows:

This subgrant is for engineering and design work for a flood reduction project for streambank erosion occurring along Paint Creek near the Rochester Hills Public Library (42.68380, -83.13047) and for storm drain/sewer work near the city's Fire Station (42.67917, -83.13075). The streambank erosion project involves an analysis of FEMA Flood Insurance Rate Maps (FIRM), risk assessment, development of a hydraulic model including field surveys to create 4-5 cross sections of the stream and engaging the local community. The storm drain project involves an in-depth assessment of FEMA FIRMs, HEC RAS 1D/2D modeling, development of an independent hydraulic model, field surveys including geotechnical investigation, and community engagement. This review approves design work only; no construction activities are approved except for geotechnical boring. Failure to comply with this condition may jeopardize federal assistance, including funding. This project has been determined to be categorically excluded from the need to prepare either an Environmental Impact Statement or Environmental Assessment in accordance with Categorical Exclusion (CATEX) A4 and A7 as implemented under FEMA Instruction 108-1-1 and the Department of Homeland Security (DHS) Instruction 023-01-001-01, Rev. 1. Particular attention should be given to the project conditions before and during project implementation. Failure to comply with these conditions may jeopardize federal assistance including funding.

No changes to the approved scope of work (approved measures) can be implemented without prior FEMA approval. Failure to obtain FEMA approval prior to implementing a modified scope of work may result in cancellation of the grant and repayment of federal funds. Requests for changes to the scope of work must be made to FEMA through the Recipient and be supported by adequate justification to be processed. All expenses, including local match, must be reasonable and appropriately documented to be eligible for reimbursement. Expenses that are not related to the approved scope of work and budget are not eligible for reimbursement under the provisions of this grant agreement.

III. Statutory Authority

This grant agreement is made pursuant to Section 203 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), as amended (Pub. L. No. 93-288) (42 U.S.C. § 5133) as implemented by Hazard Mitigation Assistance (HMA): BRIC (FP:104-008-05).

The Subrecipient agrees to comply with all BRIC Grant Program requirements in accordance with the DHS Notice of Funding Opportunity (NOFO) FY 2023 BRIC, located at: [NOFO for FY 2023 BRIC Grant Program fact sheet](#). The Subrecipient also agrees to comply with regulations, including but not limited to the following, as applicable:

A. Administrative Requirements

1. 2 C.F.R., Part 200 of the Code of Federal Regulations (C.F.R.), *Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards* located at <http://www.ecfr.gov>.
2. Title 2 C.F.R., Part 170, Reporting Subaward and Executive Compensation – Appendix A to Part 170.

[The above referenced C.F.R. documents are online at <http://www.ecfr.gov>].

B. Audit Requirements and Other Assessments

1. Public Law 112-248, Improper Payments Elimination and Recovery Improvement Act of 2012.

IV. Hazard Mitigation Grant Program (HMGP) Award Amount and Restrictions

The FEMA has approved an obligated amount for this project in the amount of: \$ 94,147.50

| | |
|----------------------------------|---------------|
| Total Non-Federal Share Amount: | \$ 31,382.50 |
| Total BRIC Federal Share Amount: | \$ 94,147.50 |
| Total Approved Project Amount: | \$ 125,530.00 |

The Subrecipient shall provide at least 25% matching funds from non-federal sources. Approval of in-kind match is at the sole discretion of the Recipient; the Recipient reserves the right to deny or adjust in-kind match, if necessary.

Federal assistance is made available within the limits of funds available from Congressional appropriations for such purposes in accordance with the Stafford Act, Executive Orders 12148 and 12873, appropriate regulations found in Title 44 of the C.F.R., as amended and currently applicable FEMA grant guidance. Federal funds provided under the Stafford Act for the BRIC Program are limited to a maximum of 75% of the total eligible costs. If there is a cost under-run for the project, final reimbursement for the federal share of the project costs will be adjusted based on actual costs of the project. **Subrecipient shall provide the required non-federal matching funds.**

The following types of post-award changes to approved budget (from the formal application submitted by the Subrecipient) will require the prior written approval of FEMA:

Non-construction projects

- Adjustments of more than ten percent in any direct cost categories for grants with a federal share that exceeds \$100,000.
- Any change that would result in the need for additional federal funding.

Construction projects

- Any changes to access contingency funds and rebudget to another direct cost category.
- Any change that would result in the need for additional federal funding.

Requests for a budget revision must be made to FEMA through the Recipient and supported by adequate justification in order to be processed. The federal share will not be increased.

Jurisdictions with FEMA-approved mitigation plans that have been formally adopted in accordance with FEMA regulations by the end of the period of performance (see section XII) are not subject to recoupment of funds.

The FEMA will recoup mitigation planning grant funds for grants that do not meet the deliverable criteria of an adopted, FEMA-approved mitigation plan by the end of the period of performance.

The amount recouped will be based on the following guidelines:

- Jurisdictions with plans that have been approved pending adoption by FEMA, but are not yet formally adopted (in accordance with FEMA regulations) by the end of the period of performance, must return a minimum of ten percent of the grant award;
- Jurisdictions with plans that have been reviewed by FEMA, but require changes in order to meet the minimum requirements, must return a minimum of 25% of the grant award if the required changes have not been made by the end of the period of performance; and
- Jurisdictions with plans that have not been submitted to FEMA for review by the end of the period of performance must return 100% of the grant award.

In an effort to avoid recoupment of funds, the Subrecipient must submit a draft version of the revised local hazard mitigation plan to the Recipient no later than six months prior to the end of the Period of Performance for this grant agreement. This allows for an adequate amount of time for review of the draft plan by Grantee planning staff, FEMA planning staff, completion of any necessary edits to meet FEMA requirements, and the formal adoption of the plan by the Subrecipient within the Period of Performance of this grant agreement.

V. Responsibilities of the Subrecipient

The BRIC funds must supplement, not supplant, state or local funds. Federal funds will be used to supplement existing funds and will not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in the application review, in subsequent monitoring, and in the audit. The Subrecipient may be required to supply documentation certifying that it did not reduce non-federal funds because of receiving federal funds. Federal funds cannot be used to replace a reduction in non-federal funds or solve budget shortfalls in general fund programs.

The Subrecipient agrees to comply with all applicable federal and state regulations including, but not limited to, the following:

- A. In addition to this BRIC grant agreement, Subrecipients shall complete, sign, and submit to the Recipient the following documents, which are incorporated by reference into this grant agreement:
 1. Standard Assurances;
 2. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirement;
 3. State of Michigan Audit Certification (EMHSD-053);
 4. Request for Taxpayer Identification Number and Certification (W-9);
 5. Subrecipient Risk Assessment Certification (EMHSD-RA).
- B. The BRIC Grant covers eligible costs incurred only during the period of performance (see section XII). Allowable costs are only those specifically detailed in the attached BRIC formal application submitted by the Subrecipient. For costs incurred during the pre-award period, only those that are specifically identified in the grant application as “pre-award” costs are eligible for reimbursement.
- C. Make all purchases and/or procure services in accordance with 2 C.F.R., Part 200, grant guidance and local purchasing/procurement policies.
- D. The Subrecipient shall comply with all applicable codes, standards, and permitting requirements that pertain to this project and shall provide maintenance, as appropriate and required, for the life of the Project.
- E. The Subrecipient agrees to prepare the Request for Reimbursement of Mitigation Project Expenses form, and all required attached documentation, including all required authorized signatures, and submit these to the Recipient.
- F. Submit quarterly progress reports to the Recipient on the status of all approved projects. The due dates for quarterly progress reports are detailed in Section VII of this agreement.

- G. Comply with applicable financial and administrative requirements set forth in the current edition of 2 C.F.R., Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirement for Federal Awards located at <http://www.ecfr.gov>.
- H. Environmental and Historic Preservation Program (EHP): The federal government is required to consider the potential impacts on the human and natural environment of projects proposed for federal funding. The EHP engages in a review process to ensure that federally funded activities comply with various federal laws. The goal of these compliance requirements is to protect our nation's water, air, coastal, wildlife, agricultural, historical, and cultural resources, as well as to minimize potential adverse effects to children and low-income and minority populations. The Subrecipient shall not undertake any project having the potential to impact EHP resources without prior approval. Any activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for federal funding, and the entire grant amount may be forfeited. All necessary permits must be obtained for the project and are the responsibility of the Subrecipient. The project must be implemented in conformance with 44 C.F.R., Part 9, *Floodplain Management and Protection of Wetlands*, and the environmental conditions that have been identified through the *National Environmental Policy Act* review. These conditions can be found in one or more of the following FEMA documents:
 - Record of Environmental Consideration.
 - Categorical Exclusion ("CATEX") Letter/Memo.
 - Environmental Assessment.
 - Finding of No Significant Impact.

VI. Responsibilities of Recipient

The Recipient, in accordance with the general purposes and objectives of this grant agreement, will:

- A. Administer BRIC in accordance with all applicable federal and state regulations and guidelines and provide quarterly reports to FEMA documenting this administration.
- B. Provide direction and technical assistance to the Subrecipient.
- C. Provide to the Subrecipient any special report forms and reporting formats (templates) required for operation of the program.
- D. Reimburse the Subrecipient, within the limits of funds available from Congressional appropriations for such purposes and in accordance with this grant agreement and **subject to legislative authorization**, for the federal share of allowable project expenses based upon the Project Application approved by FEMA and appropriate documentation submitted by the subrecipient.
- E. At its discretion, independently or in conjunction with FEMA, may conduct random on-site reviews with Subrecipient(s).

VII. Reporting Procedures

Submit quarterly progress reports to the Recipient on the status of all funding using the HMA Quarterly Progress Report Microsoft Form link, which will be sent via email by EMHSD on a quarterly basis. Quarterly progress reports are required whether or not expenditures are incurred.

Failure by the Subrecipient to fulfill quarterly reporting requirements as required by the grant may result in the suspension of grant activities until reports are received.

Reporting periods and due dates for each year are as follows:

| | | |
|--------------------------|---|------------------------------|
| 1 st Quarter: | October 1 st through December 31 st | Due January 15 th |
| 2 nd Quarter: | January 1 st through March 31 st | Due April 15 th |
| 3 rd Quarter: | April 1 st through June 30 th | Due July 15 th |
| 4 th Quarter: | July 1 st through September 30 th | Due October 15 th |

Quarterly progress reports are to be submitted by the 15th of the month following the end of each quarter. Quarterly progress reports should be submitted via the provided Microsoft Form link unless the Subrecipient is otherwise notified by the Recipient. Reimbursement requests are not required to be submitted with quarterly progress

reports. At the end of each fiscal year, the subrecipient will be required to report an estimate of grant expenses incurred in the ending fiscal year that will be reimbursed in the upcoming fiscal year.

VIII. Payment Procedures

The Subrecipient agrees to prepare the *Request for Reimbursement of Mitigation Project Expenses* form (EMHSD-009) and all required attached documentation, including all required authorized signatures, and submit these to the Recipient. Completed reimbursement requests should be scanned and submitted via email (to: MSP-EMHSD-Hazard-Mitigation-Grants@Michigan.gov).

The Recipient's timely receipt and verification of all required documentation is a condition of payment. The Recipient may pursue all available remedies for the recoupment of any advance payments that have been inadequately documented or determined by the Recipient to have been improperly made or expended for any reason.

Subject to the exercise of Recipient's sole discretion, three types of payments may be made to the Subrecipient for this Project:

- A. If the Subrecipient provides the Recipient with a letter indicating the amount of reimbursement requested along with completed reimbursement request forms, as well as supporting documentation demonstrating the total expenditures to date for eligible Project activities, the Subrecipient may, at the Recipient's sole discretion, receive reimbursement of eligible expenditures of up to 90% of the **federal share** of the grant. The Recipient will review the expenditures and make payment of no more than 90% of total eligible expenditures to date. **Prior to Project completion, the Recipient will pay to the Subrecipient no more than a total (including all advance and reimbursement payments) of 90% of the federal share of the grant.**
- B. Upon the Subrecipient's completion of the Project, the Recipient will inspect the Project and review all expenditures for eligibility prior to making final payment to the Subrecipient. To receive final payment, the Subrecipient shall provide the Recipient with a letter indicating the project is complete. Along with the letter, the Subrecipient must provide completed reimbursement request forms that include the total expenditures for the project and separate documentation supporting each expenditure category.
- C. In rare circumstances only, if the Subrecipient provides the Recipient with a letter outlining the immediate need for an advance payment and the amount of the requested advance, the Subrecipient may (at the Recipient's sole discretion) receive an initial advance payment of up to 50% of the Subrecipient's federal share of the grant. Pursuant to federal regulations, the Subrecipient shall minimize the time between the receipt of advance funds and disbursement of those funds for eligible expenditures. Any interest earned over \$500 must promptly, but at least quarterly, be remitted to:

Michigan State Police,
Emergency Management and Homeland Security Division
Grants and Financial Management Section
P.O. Box 30634
Lansing, Michigan 48909

The Subrecipient may keep interest amounts up to \$500 per year for administrative expenses.

No payment will be made unless all quarterly reports have been submitted and are up to date.

IX. Employment Matters

Subrecipient shall comply with Title VI of the *Civil Rights Act of 1964*, as amended; Title VIII of the *Civil Rights Act of 1968*; Title IX of the *Education Amendments of 1972 (Equal Opportunity in Education Act)*; the Age Discrimination Act of 1975; Titles I, II and III of the *Americans with Disabilities Act of 1990*; the Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*; the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws, and covenants. The Subrecipient shall not discriminate against any employee or applicant for employment, to be employed in the performance of this grant agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment; or any matter directly or indirectly related to employment because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, limited English proficiency, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Subrecipient agrees to include in every subcontract entered into for the performance of this grant agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of the grant agreement.

The Subrecipient shall ensure that no subcontractor, manufacturer, or supplier of the Subrecipient for projects related to this grant agreement appears on the Federal Excluded Parties List System located at <https://sam.gov>.

X. Limitation of Liability

The Recipient and the Subrecipient to this grant agreement agree that each must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from performance of this contract. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

This is not to be construed as a waiver of governmental immunity for either party.

XI. Third Parties

This grant agreement is not intended to make any person or entity not a party to this grant agreement a third-party beneficiary hereof, or to confer on a third party any rights or obligations enforceable in their favor.

XII. Grant Agreement Period

This grant agreement is in full force and effect from September 23, 2024, (date of application period opening) to September 22, 2027. No costs eligible under this grant agreement shall be incurred before the starting date of this grant agreement, except for those costs specifically identified in the grant application as eligible "pre-award" costs. This grant agreement consists of two identical sets, simultaneously executed; each is considered an original having identical legal effect. This grant agreement may be terminated by either party by giving 30 days written notice to the other party stating reasons for termination and the effective date, or upon the failure of either party to carry out the terms of the grant agreement. Upon any such termination, the Subrecipient agrees to return to the Recipient any funds not authorized for use, and the Recipient shall have no further obligation to reimburse the Subrecipient.

Effective Dates:

- Period of Performance: September 23, 2024 to September 22, 2027
- Eligibility period for pre-award costs: No Pre-Award costs expected.
- Eligibility period for regular grant costs: September 23, 2024 to September 22, 2027.
- End of Period of Performance: September 22, 2027.

XIII. Entire Grant Agreement

This grant agreement is governed by the laws of the State of Michigan and supersedes all prior agreements, documents, and representations between Recipient and the Subrecipient, whether expressed, implied, or oral. This grant agreement constitutes the entire agreement between the parties and may not be amended except by written instrument executed by both parties prior to the termination date set forth in Section XII above. No party to this grant agreement may assign this grant agreement or any of his/her/its rights, interest, or obligations hereunder without the prior consent of the other party. The Subrecipient agrees to inform Recipient in writing immediately of any proposed changes of dates, budget, or services indicated in this grant agreement, as well as changes of

address or personnel affecting this grant agreement. Changes in dates, budget, or services are subject to prior written approval of Recipient. If any provision of this grant agreement shall be deemed void or unenforceable, the remainder of the grant agreement shall remain valid.

The Recipient may suspend or terminate subrecipient funding, in whole or in part, or other measures may be imposed for any of the following reasons:

- Failure to expend funds in a timely manner consistent with the grant milestones, guidance and assurances.
- Failure to comply with the requirements or statutory objectives of federal or state law.
- Failure to make satisfactory progress toward the goals or objectives set forth in the subgrant application.
- Failure to follow grant agreement requirements or special conditions.
- Proposal or implementation by the Subrecipient of substantial plan changes to the extent that, if originally submitted, the project would not have been approved for funding.
- Failure to submit required reports.
- Filing of a false certification by the Subrecipient in the application or other report or document.
- Failure to adequately manage, monitor or direct the grant funding activities of their subrecipients.

Before taking action, the Recipient will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem informally.

XIV. Business Integrity Clause

The Recipient may immediately cancel the grant without further liability to the Recipient or its employees if the Subrecipient, an officer of the Subrecipient, or an owner of a 25% or greater share of the Subrecipient is convicted of a criminal offense incident to the application for or performance of a state, public, or private grant or subcontract; or convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under state or federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the Recipient, reflects on the Subrecipient's business integrity.

XV. Freedom of Information Act

Much of the information submitted in the course of applying for funding under this program, or provided in the course of grant management activities, may be considered law enforcement-sensitive or otherwise critical to national security interests. This may include threat, risk, and needs assessment information; and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, each Subrecipient agency Freedom of Information Officer will need to determine what information is to be withheld on a case-by-case basis. The Subrecipient should be familiar with the regulations governing Protected Critical Infrastructure Information (6 C.F.R., Part 29) and Sensitive Security Information (49 C.F.R., Part 1520), as these designations may provide additional protection to certain classes of homeland security information.

XVI. Official Certification

For the Subrecipient

The individual or officer signing this grant agreement certifies by his or her signature that he or she is authorized to sign this grant agreement on behalf of the organization he or she represents. The Subrecipient agrees to complete all requirements specified in this grant agreement.

City of Rochester

Name of Subrecipient

Printed Name

Title

Signature

Date

For the Recipient

Michigan State Police, Emergency Management and Homeland Security Division

Capt. Kevin Sweeney

Printed Name

**Commander, Emergency Management
and Homeland Security Division**

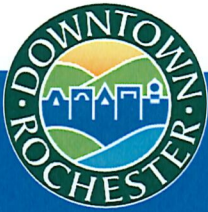
Title



Signature

01/16/2025

Date



Love local
ROCHESTER

**Rochester Downtown
Development Authority**

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

**Regular Meeting Agenda
Wednesday, January 15, 2025 7:00 pm
Rochester Municipal Building, 400 Sixth Street**

1. Call to Order
2. Roll Call
3. Approval of Meeting Minutes – November 20, 2024
4. Audience Comments
5. Liaison Reports
 - A. City Council – Marilyn Trent
 - B. Chamber of Commerce – Bob DiTommaso
 - C. Historical Commission – Don Sienkiewicz
 - D. Principal Shopping District – Paul Haig
6. General Business Agenda Items
 - A. Market + The Graham Update – Ben Giovanelli
 - B. Set DDA Goals & Objectives Meeting Date – Ben Giovanelli
 - C. 2025 DDA Meeting Schedule – Kristi Trevarrow
 - D. Main Street Oakland County Annual Accreditation – Kristi Trevarrow
 - E. Detroit Lions Promotion – Kristi Trevarrow
7. Receipt of Regular Reports
 - A. Executive Director Update
 - B. Events & Marketing Update
 - C. Financial Report for DDA
 - D. Business Development Committee
 - E. Site Development Committee
8. Miscellaneous
9. Adjourn

The next regular meeting of the Rochester DDA will be held on Wednesday, February 19, 2025.



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:
Secretary: TBD, Treasurer: Cy Saverino, Archives & Accessions Liaison: Lynn Anderson
Greater Rochester Heritage Days Liaison: Don Sienkiewicz, Planning Commission: Steve Sage
Downtown Development Authority (DDA): Don Sienkiewicz,
RHC Members: Gail Bothwell, Robert Michalka
Rochester City Council Liaison: Steve Saga, Alternate Kay Johnson

| | | |
|-------------------------|-------------------------|----------------|
| 400 Sixth Street | January 23, 2025 | 7:00 pm |
|-------------------------|-------------------------|----------------|

- Call to order
- Approval of meeting minutes – None
- Treasurers Report – Cy
 - 2025 Budget Report Ending Date December 31, 2024
- Secretary Report – None
- Communications – Bill/Cy
- Update on Historical Plaque Program – Lynn
- Van Hoosen Museum Update on Archive Project- Lynn
- RHC Liaison Reports
 - Archives & Accessions – Lynn
 - 2025 Founder’s Day Sunday March 23, 2025– Steve/Bill
 - DDA – Don
 - Update Greater Rochester Heritage Days Results – Don
 - Planning Commission – None
 - Number of Sales of DUR Book – Cy
 - America 250 th Project-DAR-Steve
 - Unfinished and New Business
- Miscellaneous
- Adjournment: **Next Meeting February 27, 2025**



4393 Collins Road
Rochester, MI 48306
(248) 651-9260
Paintcreektrail.org

Paint Creek Trailways Commission Meeting

Tuesday, January 21st, 2025 at 7:00 PM
Paint Creek Cider Mill, 4480 Orion Road, Rochester, MI 48306

MEETING AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Public Comment**
5. **Consent Agenda:**
 - a. Minutes: Regular Meeting, December 17th, 2024
 - b. Treasurers Report – December 2024
6. **Approval of Invoices**
7. **Update:** License Agreements
8. **Memo/Discussion:** Formal Agreement/Easement: Bald Mountain Recreation Area Bridge to PCT, Oakland Township
9. **Discussion:** Ad Hoc Committee Assignments
10. **Memo/Discussion:** 2025 Goals
11. **Manager's Report**
12. **Commissioner Reports**
13. **Adjournment of Regular Meeting**

Next Regular Meeting:

February 18, 2025 – Paint Creek Cider Mill, 4480 Orion Road, Rochester, MI 48306

Mission

The Paint Creek Trailways Commission provides trail users a natural, scenic, and educational recreation experience while preserving the natural integrity of the Paint Creek Trail for the enjoyment of present and future generations.



Regular Board Meeting Agenda

Chairman: John Muenk, Vice Chair: Emily Schoeller, Secretary: Theresa Mungioli
Board Members: Sara King, Matthew McDaniel, David Berletich, Steven Siedlarz

500 E. Second Street

January 21, 2025

5:00 PM

1. Call to Order
2. Roll Call
3. Reading and consideration of the minutes:
 - a. [November 19, 2024, Regular Board Meeting Minutes](#)
4. Approval of Agenda
5. Public comment – reserved time (for items listed on this agenda)
6. Communications
 - a. Secretary of the Board
 - b. Members of the Board
 - c. New Board Rep - Avondale
7. Financial Reports
 - a. List of Bills – September 2024
 - i. Request for approval of the November bills in the amount of: [\\$66,029.60](#)
 - ii. Request for approval of the December bills in the amount of: [\\$100,449.31](#)
 - b. Review of the monthly budget reports
 - i. [Revenue Vs Budget](#)
 - ii. [Expense Vs Budget](#)
 - iii. [Trial Balance Report](#)
 - iv. [RARA Budget](#)
8. Unfinished Business
 - a. Equipment Capitalized - 2025 1Q
9. New Business
 - a. 2025 Board Meeting Schedule
10. Administrative Reports
 - a. Executive Recreation Director's Report
 - i. [Report](#)
 - b. Assistant Recreation Director's Report
 - i. [Report](#)
 - c. Communications Officer Report



Regular Board Meeting Agenda

Chairman: John Muenk, Vice Chair: Emily Schoeller, Secretary: Theresa Mungioli
Board Members: Sara King, Matthew McDaniel, David Berletich, Steven Siedlarz

500 E. Second Street

January 21, 2025

5:00 PM

- i. [Report](#)
- d. Sports Report
 - i. [Report](#)
- e. Camps Report
 - i. [Report](#)
- f. Events Report
 - i. [Report](#)
- g. Activities Report
 - i. [Report](#)
- h. Adaptive Report
 - i. [Report](#)
- i. Rec Center & Facility Reservations Report
 - i. [Report](#)
- 11. Miscellaneous
- 12. Public Comments – General
- 13. Adjournment

Sub-Committees:

Human Resources Committee – Matthew McDaniel, Theresa Mungioli, Emily Schoeller
Budget Committee – David Berletich, Matthew McDaniel, Sara King
Policy and Procedures Committee – John Muenk, Melissa Tuccini, Sara King
Strategic Planning Committee – Theresa Mungioli, David Berletich, John Muenk