



City of Rochester

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

CITY COUNCIL

REGULAR MEETING AGENDA

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

400 Sixth Street	February 10, 2025	7:00 PM
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1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment Scheduled/Non-Scheduled/Presentations
 - A. Community Partner - Presentation from Rainbow Connection.
5. Approval of the Consent Agenda
 - A. Consideration of the Minutes of the Special Budget Workshop of January 25, 2025 and the Regular Meeting of January 27, 2025.
 - B. Consideration for approval to hold the Making Strides Against Breast Cancer Walk.
 - C. Consideration to approve the Woodhouse 5K for New Day Event.
 - D. Consideration to approve the O'Connor's St. Patrick's Day Event,
 - E. Consideration to approve the Friends of Foster Kids Charity Event.
 - F. Consideration to approve the Roman James Foundation Fun Run 2025.
 - G. Consideration to approve the Heritage Car Show.
 - H. Receipt of the Check Register Report.
6. Old Business/Tabled Items

7. Public Hearings
8. Legislative Deliberation
9. Reports and Regular Business
 - A. Consideration of a resolution to set Arbor Day 2025.
 - B. Receipt of the annual tree report.
 - C. Consideration to approve repair to Sewer Vactor truck for \$23,025.43.
10. Receive a Report from the Various Boards and Commissions
 - A. Receipt of a report from Rochester Area Youth Assistance.
 - B. Receipt of a report from Planning Commission.
 - C. Receipt of a report from the Principal Shopping District.
 - D. Receipt of a report from the Compensation Commission.
 - E. Receipt of a report from the Budget and Finance Committee.
11. Public Comment
12. General Miscellaneous
13. Adjourn

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



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Procedure for Hybrid Public Meeting

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

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

- Live stream audio and video content on two (2) separate streaming platforms available at the City's [YouTube](#) and at the City's website at www.rochestermi.org/201/City-Webcasts. (Click the "Live" links to go there.)
- The City remains committed to accessibility; however, due to the limitations of technology, City staff encourages residents to send an email with your comments to rsvp@rochestermi.org prior to the meeting, but not later than Noon on the day of the meeting, so that your comments can be read into the record. This will decrease the demand on our virtual meeting infrastructure. (After Noon on the day of the meeting, email comments to: bdannunzio@rochestermi.org.)
- For those who prefer to use a telephone to participate, you will need to call (646) 558-8656 and enter meeting **ID: 861 8860 8186**. 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/86188608186> (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 COUNCIL
CITY OF ROCHESTER
FIRE STATION
277 E. SECOND STREET, ROCHESTER MICHIGAN

SPECIAL MEETING
JANUARY 25, 2025
9:00 A.M.

CALL TO ORDER

Mayor Salvia at 9:00 A.M.

ROLL CALL

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

ABSENT: Councilmember Debbie Jones.

This January meeting was the Budget Workshop for Goals and Objectives for the FYE 2026 annual budget.

Discussion and gathering of Council's questions for follow-up at the February 10, 2025 Council Meeting.

ADJOURN

Mayor Salvia adjourned at 1:05 p.m.

Lee Ann O'Connor, City Clerk

Nancy Salvia, Mayor

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 (arrived at 7:08 pm) and Steve Sage.

ABSENT: Councilmember Marilyn Trent.

3. PLEDGE OF ALLEGIANCE

Mayor Salvia led the Pledge of Allegiance.

4. PUBLIC COMMENT SCHEDULED/NON SCHEDULED/PRESENTATIONS

4A. Quarterly Financial Report for period ending December 31, 2024 and requested budget amendments. Finance Director Anothony Moggio reviewed the report with Council.

MOTION: Bikson moved, Sage seconded,

To approve the budget amendments requested in the Quarterly Financial Report for the period ending December 31, 2024.

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

NO: None.

ABSENT: Trent.

Motion Carried.

Public Comment. NONE.

5. CONSENT AGENDA

5A. Special Event Application from The Children's Heart Foundation to hold the Detroit Congenital Heart Walk on August 9, 2025 in the Municipal Park.

MOTION: Bikson moved, Hauser seconded,

To approve the Special Event Permit for the

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

NO: None.

ABSENT: Trent.

Motion Carried.

5B. Minutes for the Regular Meeting of January 13, 2025.

MOTION: Bikson moved, Hauser seconded,
To approve the Minutes for the Regular Meeting of January 13, 2025.

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

NO: None.

ABSENT: Trent.

Motion Carried.

5C. Check Register reports for January 9 and 16, 2025.

MOTION: Bikson moved, Hauser seconded,
To approve the Special Event Permit for the

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

NO: None.

ABSENT: Trent.

Motion Carried.

6. OLD BUSINESS/ TABLED ITEMS.

NONE.

7. PUBLIC HEARINGS

NONE.

8. LEGISLATIVE DELIBERATIONS

NONE.

9. REPORTS AND REGULAR BUSINESS

9A. Acceptance of the resignation from Planning Commissioner Eric Lord.

MOTION: Hauser moved, Jones seconded,
To accept the resignation from Planning Commissioner Eric Lord and ask Administration to advertise for applications.

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

NO: None.

ABSENT: Trent.

Motion Carried.

9B. City Clerk O'Connor gave Council instructions on the upcoming November 2025 election stated that in addition to the Full Term race on the ballot there will be the Partial Term race to fill the unexpired term of Councilmember Gould; that candidates may circulate petitions for both

races and file for both races but that the MUST withdraw from one of the races by the withdrawal deadline of Friday, April 25 at 4:00 p.m. or they will not appear on the ballot in either race; the Partial Term race has a lower threshold to meet to trigger a Primary in August at 3 and remains the same at 9 for the Full Term race; and finally that an elector cannot sign more nominating petitions than there are person to be elected to the office (i.e. one for the partial term race and 4 for the Full Term race).

9C. State of Michigan Hazard Mitigation Assistance Grant Agreement for Fiscal Year 2023 Building Resilient Infrastructure and Communities (BRIC) with period of performance expiring September 22, 2027 in the amount of \$94,147.50 with subrecipient portion of 25%, or \$31,382.50, for total project costs of \$125,530.00, to conduct engineering for flood mitigation for the City.

MOTION: Jones moved, Sage seconded,

To approve the State of Michigan Hazard Mitigation Assistance Grant Agreement for Fiscal Year 2023 Building Resilient Infrastructure and Communities (BRIC) with period of performance expiring September 22, 2027 in the amount of \$94,147.50 with subrecipient portion of 25%, or \$31,382.50, for total project costs of \$125,530.00, to conduct engineering for flood mitigation for the City.

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

NO: None.

ABSENT: Trent.

Motion Carried.

10. BOARDS AND COMMISSIONS REPORTS.

10A. Downtown Development Authority – Mayor Salvia said they discussed the Chamber Outlook Breakfast, they received an update on the Graham Market and will be receiving a report on the economic impact of the Lions Pride events.

10B. Historical Commission – Sage noted that Founders' Day is March 23, 2025 and that the Heritage Days Festival will be paused this year to focus attention on America 250 events.

Older Persons' Commission – Bikson stated they elected officers and raised the annual fee for non-residents.

10C. Paint Creek Trailway Commission – Sage stated they elected officers, they are reviewing Ad Hoc Committee responsibilities and discussed their 2025 Goals.

10D. Rochester Avon Recreation Authority – King noted that their revenues are increased due to increased participation, they have a strong fund balance and they are discussing requesting a millage for their funding.

11. PUBLIC COMMENT

Pat Kane, West Fourth, commented on a historical basket collection.

Oakland County Commissioner Mike Spiz encouraged the City to apply for funds to repair the wash out along the Clinton River Trail as there are funds available from the Parks and Recreation millage.

12. GENERAL MISCELLANEOUS.

City Manager Banda introduced new DPW Director Nick Schafer.

Bikson thanked staff and Council for a productive budget meeting Saturday.

Jones thanked the Fire Chief and Fire Department for their participation in Rochester Area Youth Assistance fundraiser dinners.

Mayor Salvia also thanked staff and Council for a productive budget meeting and reminded that additional budget discussions will be at the Regular Meeting on February 10, 2025.

13. ADJOURN

Mayor Salvia adjourned the meeting at 8:04 p.m.

Lee Ann O'Connor, City Clerk

Nancy Salvia, Mayor

ROCHESTER POLICE DEPARTMENT

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

GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: January 22, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Making Strides Against Breast Cancer Walk-2025

Issue: Request to hold the Making Strides Against Breast Cancer Walk

Analysis: An event application has been submitted by the American Cancer Society to hold the Making Strides Against Breast Cancer Walk on Saturday, October 18, 2025, from 9 am to 12:30 pm at Municipal Park and surrounding streets. There will be no road closures. The participants will utilize the sidewalks in lieu of the streets. Estimated costs will be approximately \$360 for extra staffing for the fire department. The organization requested a medic following them on the course. A hold harmless agreement was submitted. Proof of liability insurance and a map of the route shall be submitted prior to the event.

Requested Action: Review and approve event as presented.

Attachment(s): Special event application

**APPLICATION FOR SPECIAL EVENT PERMIT
PARKS & PUBLIC SPACES**

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

Date/Hours of Event: Saturday, October 18 2025

Date/Hours of Event: 9:00 am - 12:30 pm

Name of Event: Making Strides Against Breast Cancer Walk

Description of Event: 5/k walk/run to benefit the American Cancer Society

Location Requested: **Kiwanis and Lions Shelter**

NOTE: Only City of Rochester residents may reserve the Kiwanis and Lion's Shelters in the Municipal Park. Reservations for the Kiwanis and Lion's Shelters are handled under separate permit available at City hall. Please check availability first by calling City Hall at (248) 651-9621.

Date/Hours of Event: 9:00 am - 12:30 pm

Date/Hours of Set-up and Tear Down: October 17, 2027 between 12:00 pm and October 18, 2025 until 2:00 pm

Organization Name: American Cancer Society

Organization Address (include street address, city, state & zip): 29777 Telegraph Rd #1451,
Southfield, MI 48034

Organization Phone Number: 1.800.227.2345

Name of Contact Person and Phone Number: Julie Featherston (248) 766.6376

Contact Person E-Mail (must be provided): julie.featherston@cancer.org

On-Site Event Manager/Contact Person Name & Phone Number: Julie Featherston (248) 766.6376

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.

Julie Featherston

Digitally signed by Julie Featherston
Date: 2025.01.22 12:52:33 -05'00'

Signature of Applicant

1/22/2025

Date

PLEASE COMPLETE THE FOLLOWING EVENT INFORMATION:

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

Organization Type: Government Non-Profit For-Profit

List any additional Sponsors or Participants:
Still working on acquiring sponsors and participants

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

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

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

Total estimated attendance each day:
1000

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

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe:
We will have stage and program with DJ.

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

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

Will food/beverages be sold?

YES

NO NOTE: Peddler & Vendor permits are required. Also, Health Department approval required for food sales.

If yes, describe:

Will merchandise be sold?

YES

NO

If yes, describe:

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

Picnic Tables

YES

NO

If yes, number requested: _____

Trash Receptacles

YES

NO

If yes, number requested: 8

Dumpsters

YES

NO

If yes, number requested: _____

Electrical Connections

YES

NO

If yes, number requested: _____

Meter Bags

YES

NO

If yes, number requested: _____

Barricades

YES

NO

If yes, number requested: _____

Traffic Cones

YES

NO

If yes, number requested: 10

Other

YES

NO

If yes, number requested: _____

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

Describe:

Bike and walk help at main street areas. The brigade vehicle with personel.

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

NOTE: Only City of Rochester residents may reserve the Kiwanis and Lion's Shelters in the Municipal Park. 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) 651-9061.

Booths YES NO

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

Tents YES NO

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

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

Date: _____ Time: _____

Awnings YES NO

If yes, number of awnings and size of each:

Canopies YES NO

If yes, number of canopies and size of each:

Tables YES NO

If yes, number of tables and size of each:

Same amount that is always in the pavilions

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

Other Items Requested YES NO

If yes, describe:

ROCHESTER POLICE DEPARTMENT

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Police Chief Rouhib:

Hold Harmless Agreement – Certificate of Insurance

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

Hold Harmless Agreement Language

To the fullest extent permitted by law the (Making Strides Against Breast Cancer Walk) its officers, directors, employees, agents, contractors, volunteers, representatives and others working on behalf of the applicant/organizer of the event. (the American Cancer Society is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Rochester, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Rochester against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Rochester, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Rochester, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the applicant's/event organizer's activities permitted pursuant to its special event permit dates:10.18.2025 issued by the City of Rochester. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of the City Rochester, its elected or appointed officials, employees, volunteers or others working on behalf of the City of Rochester.

Julie Featherston

ROCHESTER PARK FACILITY RESERVATION APPLICATION

Application Date	1/22/2025	Event Date	10/18/2025
Organization Name	American Cancer Society		
Representative Name	Julie Featherston		
Street Address	P.O. Box 10069	Cell #	248.766.6376
City, State, Zip	Detroit, MI 48210	Other #	
Facility Requested			
Kiwanis Pavilion		Lion's Shelter	
<i>Available Hours Dawn to Dusk</i>		<i>Available Hours Dawn to 9 pm</i>	
Requested Hours		Requested Hours	
Start		End	
Time	7:00 am	2:00 pm	
Size of Group	800		
Will Food be served?	Yes	No	
	X		
Need Serving Room?	Yes	No	
	X		
Type of Function		Type of Function	
Making Strides Against Breast Cancer Walk			
Remarks		Remarks	
<p>Applicant hereby agrees that the group or organization will comply with all rules and regulations concerning the use of City facilities. Applicant also agrees that they or the organization will reimburse the City for any repairs to the facilities or park equipment and for any extra or unusual custodial cost made necessary by the group or organizations's activities. Please note that there is no vehicular access beyond the parking lots and neither alcoholic beverages nor sound amplification is permitted. Applicant will be present at the facility during the hours listed above.</p>			
RELEASE OF LIABILITY			
<p>To the fullest extent permitted by law the above individual/organization agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Rochester, its elected and appointed officials, employees, agents, volunteers, and others working on behalf of the City of Rochester against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of Rochester, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated in whole or in part with the sponsoring individual/organization's event. By signing below, I state that I have authority to sign this document on my behalf or on behalf of the organization.</p>			
Applicant Signature			
Office Use		Fill In Below	
Kiwanis Pavilion	City Resident, Non-Refundable Fee	\$100	100
	Non-City Resident, Non-Refundable Fee	\$150	
Lion's Shelter	City Resident, Non-Refundable Fee	\$150	
	Non-City Resident, Non-Refundable Fee	\$200	
JF	Staff Initial	Approved Date	

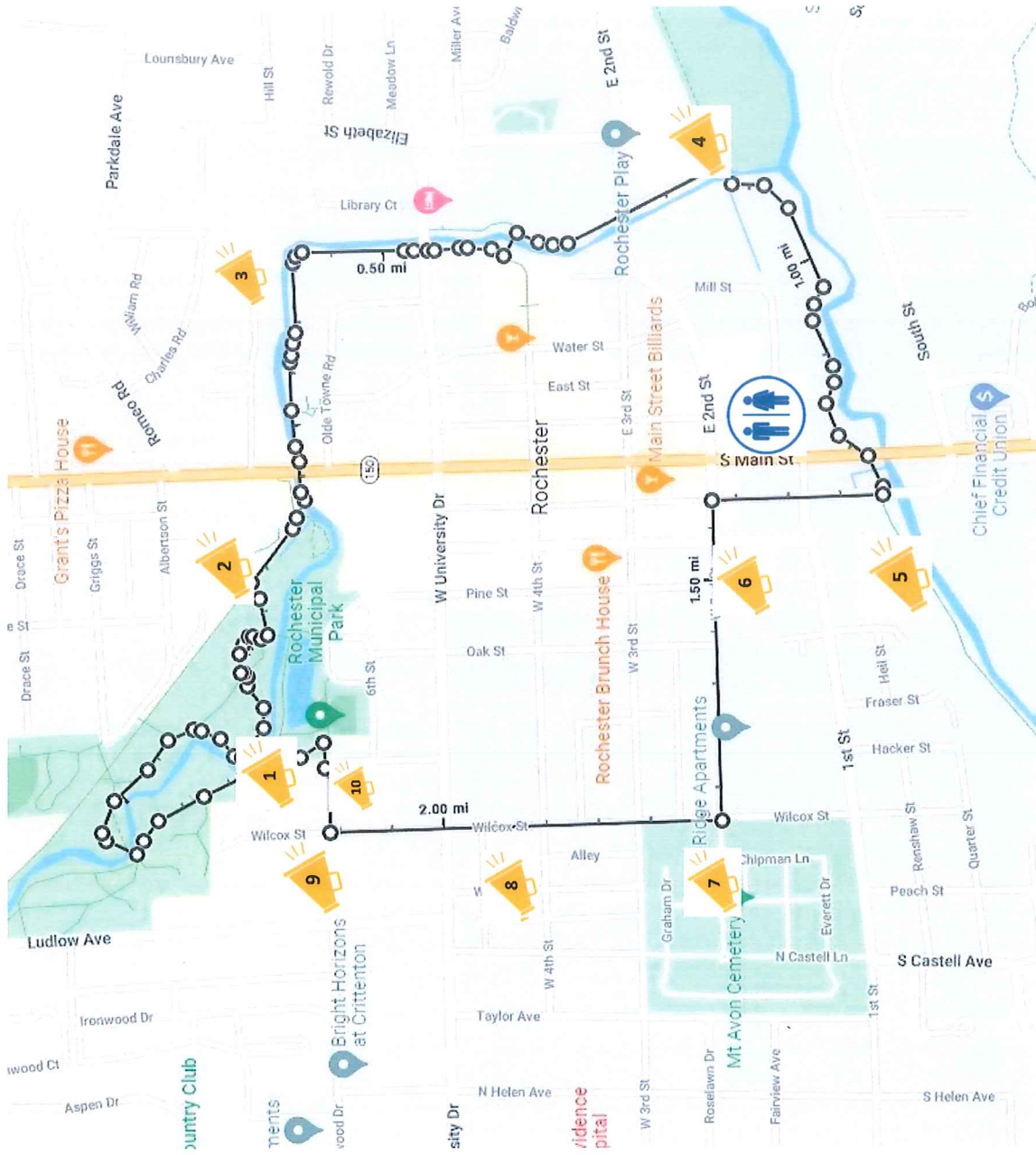
ROCHESTER PARK FACILITY RESERVATION APPLICATION

ROCHESTER MUNICIPAL PARK FACILITIES
<p>The following apply to all City parks and park facilities:</p> <ol style="list-style-type: none">1 No alcoholic beverages are allowed in the parks.2 No sound amplification.3 No vehicular access beyond the parking lots.
Kiwanis Pavilion
<p>The Kiwanis Pavilion is an open-sided structure on a concrete slab that is located next to the south tot-lot, across the Paint Creek from the Municipal Pond. There are 8 to 10 picnic tables in this area, and there is a drinking fountain nearby. Within the Pavilion, there is a serving room which is available for public use (key required). It has a flip-up window, counter space and electrical outlets. There are no kitchen facilities.</p>
Lion's Shelter
<p>The Lion's Shelter is an enclosed facility with a kitchenette and bathrooms. Space has a maximum capacity of 120 people. Event hours, depending on reservation availability, are daily from dawn to 9 pm.</p>
Reservation
<p>The reservation fee is non-refundable. The user may reschedule once within the same calendar year based on availability of day and time.</p>
Keys
<p>Keys are available at City Hall on the day of the activity. If the event is on a weekend or holiday, the key will be available for pick up on the weekday before the event. Keys can be returned in the green drop box in City Hall's west parking lot (lot next to the tennis courts).</p>
Questions
<p>If you have any questions or need further assistance, please contact City Hall at 248-733-3700. After hours questions, Police Non-Emergency 248-651-9621.</p>

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

Department	Name	Comments	Costs Expected
City Manager			
DPW/Parks & Recreation	Jim Gaffke	NO ISSUES	0
Police Department	Chief Rouhio	NO ISSUES	0
Fire Department	Chief CRISTIK	STAFFING - MEDICAL	360
Building Department			
Finance Department			
Clerk			
DDA (*If in the district)			

Amer Cancer Run



2025 Rochester Event Calendar Tentative Events

January 23, 2025

Month	Time	Event	Location	Reviewed Department Heads	Reviewed City Manager	Council Approval	Costs
January							
17-18	10am-6pm	Downtown Rochester Frost Festival	Downtown Rochester	Yes	Yes	Yes	\$ -
19	9 am-11am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	Yes	\$ 2,600
February							
March							
15	1pm-11pm	Friends of Foster Kids Charity-Pre St. Patrick's Day	O'Connors	No	No	No	
17	7am-2am	Annual St. Patrick's Day Celebration	O'Connors	No	No	No	
April							
May							
June							
July							
26	6 am-11 am	Woodhouse 5K-New Day	Municipal Park	Yes	No	No	\$ 750
27	11 am-3 pm	Italian Happening Car Show	Municipal Park	Yes	Yes	Yes	\$ 2,750
August							
9	6 am-2 pm	Detroit Congenital Heart Walk	Municipal Park				
September							
27	0800-1100	Hometown Hustle	Downtown Rochester	No	No	No	

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GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: January 22, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Woodhouse 5K for New Day Event

Issue: Request to hold the Woodhouse 5K for New Day

Analysis: A special event application was submitted by the Woodhouse Day Spa and New Day Foundation for Families to hold the above listed 5K Run. The function will take place on July 26, 2025 from 6 am to 11 am in the Municipal Park. There will be some street closures to accommodate the run. The approximate cost for this event will be \$750 that involves staffing, and the placement and removal of barricades and cleanup. A hold harmless agreement and proof of liability insurance shall be submitted prior to the event.

Requested Action: Review and approve event as presented.

Attachment(s): Special event application

APPLICATION FOR SPECIAL EVENT PERMIT
PARKS & PUBLIC SPACES

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

Date/Hours of Event:

July 26, 2025

Date/Hours of Event:

6am-11am

Name of Event:

Woodhouse 5k for New Day

Description of Event:

5k Family Fun Run/Walk 5k

Location Requested:

Kiwanis Pavillion

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

Date/Hours of Event:

July 26, 2025 6am-11am

Date/Hours of Set-up and Tear Down:

July 26, 2025 6am-11am

Organization Name:

Woodhouse Day Spa/ New Day

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

Guna Spa 1174 Minors Run, Rochester, 48306

Organization Phone Number:

248-648-1105

Name of Contact Person and Phone Number:

Dana Martin 248-496-7252

Contact Person E-Mail (must be provided):

danamartinfitness@gmail.com

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

ACKNOWLEDGEMENT

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

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

Signature of Applicant

Date 1/21/2025

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:
There will be multiple Sponsors supporting the cause TBD

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

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

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

Total estimated attendance each day:
200

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

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe:
There will be a DJ for music and announcements

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

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

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

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 checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: _____
Trash Receptacles	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: _____
Dumpsters	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Electrical Connections	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: _____
Meter Bags	<input type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: _____
Barricades	<input checked="" type="checkbox"/> YES	<input 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 hosted this event in 2023 and 2024 with the help of Rochester Police and Fire Department. We are hoping to have the same route through downtown Rochester with their help again.

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:
 Planning to use the same route from the 2023 and 2024 event. See included map

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

Kiwanis and/or Lion's Shelter YES NO

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

Booths YES NO

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

Tents YES NO

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

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

Date: _____ Time: _____

Awnings YES NO

If yes, number of awnings and size of each:

Canopies YES NO

If yes, number of canopies and size of each:

Tables YES NO

If yes, number of tables and size of each:

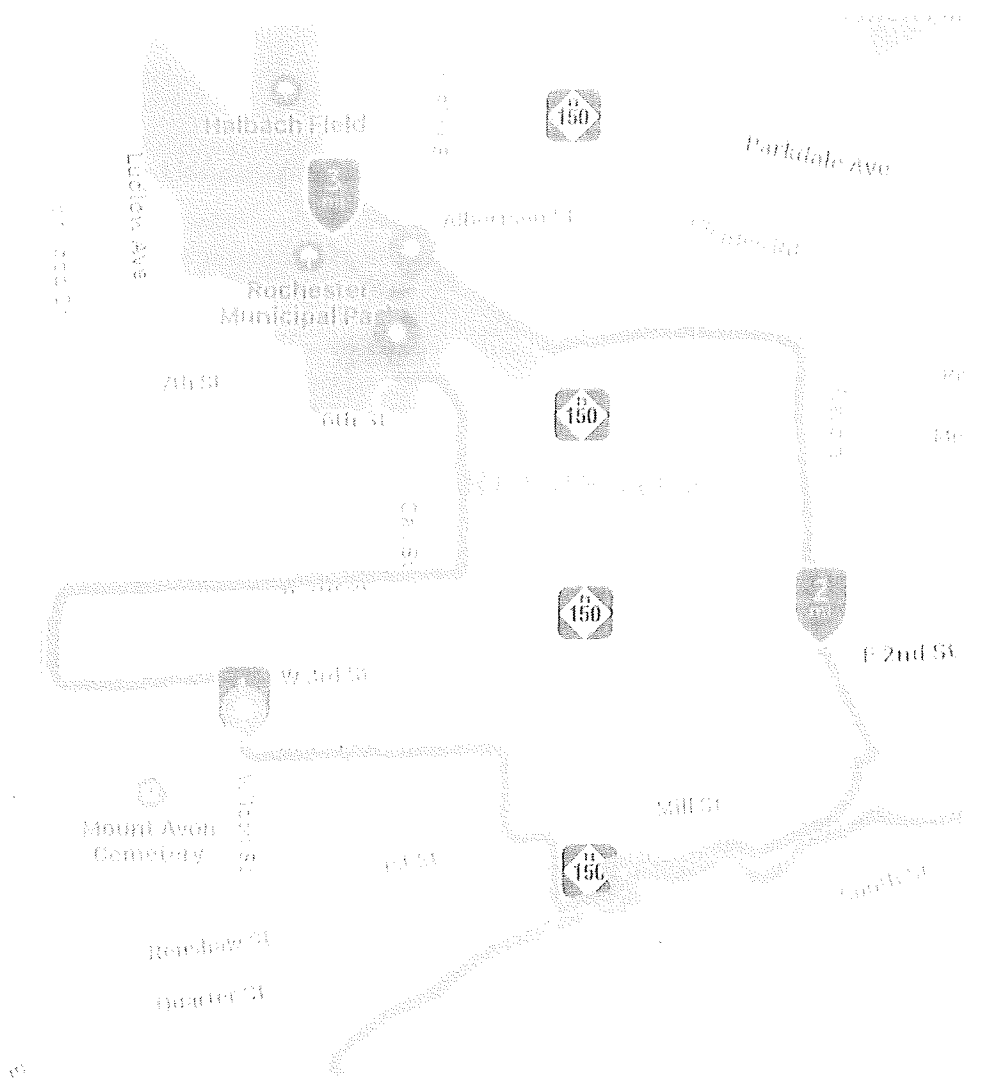
6-8

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

Other Items Requested YES NO

If yes, describe:



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

Department	Name	Comments	Costs Expected
City Manager			
DPW/Parks & Recreation			
Police Department	Chief Rouhib	STAFFING	250
Fire Department	Chief Cieslik	NO ISSUES	0
Building Department	Jill Gaffke	Barricades - cleanup	\$750
Finance Department			
Clerk			
DDA (*If in the district)			

2025 Rochester Event Calendar Tentative Events


January 23, 2025									
Month	Time	Event	Location	Reviewed Department Heads	Reviewed City Manager	Council Approval	Costs		
January									
17-18	10am-6pm	Downtown Rochester Frost Festival	Downtown Rochester	Yes	Yes	Yes	\$ -		
19	9 am-11 am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	Yes	\$ 2,600		
February									
March									
15	1pm-11pm	Friends of Foster Kids Charity-Pre St. Patrick's Day	O'Connors	No	No	No			
17	7am-2am	Annual St. Patrick's Day Celebration	O'Connors	No	No	No			
April									
May									
June									
July									
26	6 am-11 am	Woodhouse 5K-New Day	Municipal Park	Yes	No	No	\$ 750		
27	11 am-3 pm	Italian Happening Car Show	Municipal Park	Yes	Yes	Yes	\$ 2,750		
August									
9	6 am-2 pm	Detroit Congenital Heart Walk	Municipal Park						
September									
27	0800-1100	Hometown Hustle	Downtown Rochester	No	No	No			

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 29, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police 
Subject: O'Connor's St. Patrick's Day Event

Issue: Review of the Special Event Application to hold O'Connor's Annual St. Patrick's Day Celebration.

Analysis: O'Connor's Public House submitted a special event application to hold their annual St. Patrick's Day celebration event on Monday, **March 17, 2025**, from 7 am-2 am within their establishment and utilizing the private lot at the rear of their business. The event application was submitted to other department heads for review. The approximate cost will be \$250 that will include barricades, trash receptacles, and tent inspections. The set up for this event will take place on March 14, 2025, at 7 am. A hold harmless agreement, proof of liability insurance, and a diagram of the layout have been submitted.

If approved, the police chief will sign the Temporary Outdoor Service Permit for the Michigan Liquor Control Commission (MLCC) that must be submitted (10) days prior to the event.

O'Connors will be hiring 30-40 private security guards. We had no issues with this event last year. The police department will provide extra patrols.

Requested Action: Review and approve event as presented.

Attachment(s): Special event application

APPLICATION FOR SPECIAL EVENT PERMIT
PARKS & PUBLIC SPACES

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

Date/Hours of Event:

3/17/2024

2025
gr

Date/Hours of Event:

7am-2am

Name of Event:

Annual St. Patrick's Day Celebration

Description of Event:

St. Patrick's Day Celebration will extend our foot print using tents in a private lot next to our building.

Location Requested:

Using a Mitzelfeld private lot next to our building

NOTE: Reservations for the Kinaxis 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:

Monday 3/17/2025, Inside the Pub 7am-2am, Tent 11am-11pm

Date/Hours of Set-up and Tear Down:

Set up 3/14/25 @ 7am, Tare Down 3/18/25 @ 7am

Organization Name:

O'Connor's Public House (Irish Beer Works Rochester, INC.)

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

324 S. Main St., Rochester, MI
48307

Organization Phone Number:

248-608-25-37

Name of Contact Person and Phone Number:

Dimitry Goyfman 248-931-5347

Contact Person E-Mail (must be provided):

dimitryg@oconnorsrocherster.com

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

Dimitry Goyfman 248-931-5347

ACKNOWLEDGEMENT

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

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

Signature of Applicant

Date

PLEASE COMPLETE THE FOLLOWING EVENT INFORMATION:

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

Organization Type: Government Non-Profit For-Profit

List any additional Sponsors or Participants:

Is this event a fundraiser?

If yes, indicate beneficiary information:

YES NO

Is this the first time the event is being held in Rochester?

Describe:

This event has been held every year since 2008

YES NO

Was this even previously held outside of Rochester?

Describe:

YES NO

Total estimated attendance each day:

2500 to 3500 people

What parking arrangements will be necessary to accommodate attendance?

Describe:

No special arrangemants necessary

Is amplification of music or speakers planned or anticipated?

If yes, describe:

There will be live music inside the outdoor tent area.

YES NO

Will volunteer staff be provided to assist with safety, security and maintenance:

We hire 30-40 private security gards for the event

YES NO

Will alcoholic beverages be served?

If yes, describe:

There will be full service bars and neer tubs

YES NO

Will food/beverages be sold? YES NO *NOTE: Peddler & Vendor permits are required. Also, Health Department approval required for food sales.*
 If yes, describe:
 Limited menu food will be sold at every location where alcohol is sold and a large food stand inside the tent area. Including non alcoholic beverages.

Will merchandise be sold? YES NO
 If yes, describe:
 Event shirts and hats.

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

Picnic Tables	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Trash Receptacles	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <u>8</u>
Dumpsters	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Electrical Connections	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Meter Bags	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <u>5</u>
Barricades	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <u>4</u>
Traffic Cones	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Other	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____

Will you be requesting City safety personnel to be assigned to this event (Police/Fire): YES NO
 Describe:
 We always welcome the assistance of city safety personnel at this event.

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: 3/15/2025 Time: 10am

Awnings YES NO

If yes, number of awnings and size of each:

Canopies YES NO

If yes, number of canopies and size of each:

Tables YES NO

If yes, number of tables and size of each:

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

11 Restrooms, 6 within the tent inclosure, 4 in smoking area, 1 by our garbage area. We provide our own.

Other Items Requested YES NO

If yes, describe:

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

Department	Name	Comments	Costs Expected
City Manager			
DPW/Parks & Recreation			
Police Department	Chief Rouhib	NO ISSUES	0
Fire Department	Chief Croslik	NO ISSUES	0
Building Department	Jill Gaffke	Barricades, Trash, cleanup	250
Finance Department			
Clerk			
DDA (*If in the district)			

O'CONNOR'S Public House rochester

O'Connor's
Public House

To: City of Rochester

From: Dimitry Goyfman

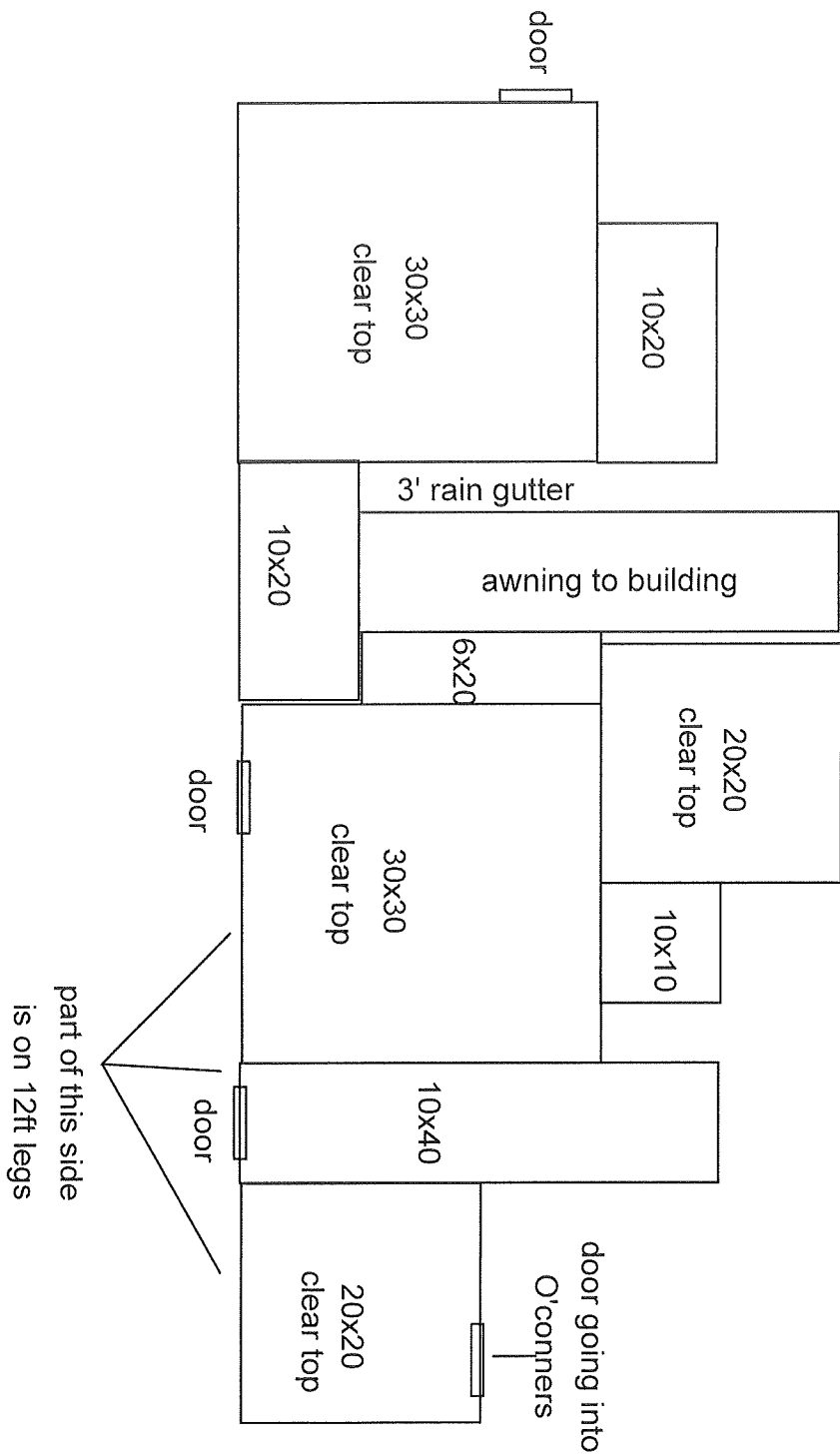
Date: 1-22-25

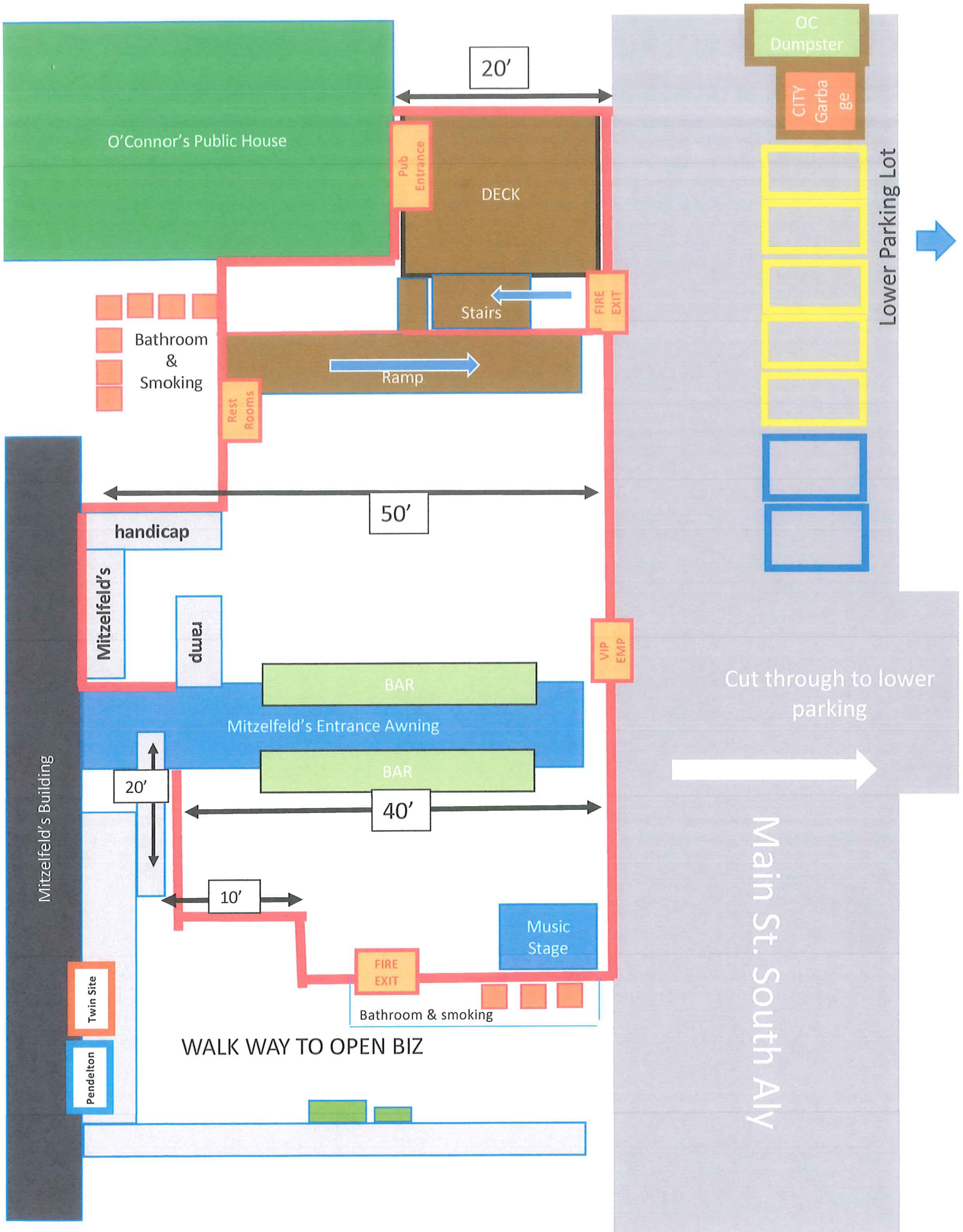
Re: St. Patrick's Day 2025

Hold Harmless Agreement

To the fullest extent permitted by law, **O'Connor's Public House Rochester**, its officers, directors, employees, agents, contractors, volunteers, representatives and others working on behalf of the applicant/organizer of the event **O'Connor's St. Patrick's Day** is legally liable, agrees to be responsible for any liability, defend, pay on behalf of indemnify, and hold harmless the City of Rochester, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Rochester against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Rochester, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Rochester, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the applicant's/event organizer's activities permitted pursuant to its special event permit dates: **3-17-24** issued by the City of Rochester. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of the City of Rochester, its elected or appointed officials, employees, volunteers or others working on behalf of the City of Rochester.

Signature: 





2023 O'Connor's Public House St. Patrick's Day Tent Plan

2025 Rochester Event Calendar Tentative Events

										January 29, 2025		
Month	Time	Event	Location	Reviewed Department Heads	Reviewed City Manager	Council Approval	Costs					
January												
17-18	10am-6pm	Downtown Rochester Frost Festival	Downtown Rochester	Yes	Yes	Yes	\$ -					
19	9 am-11am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	Yes	\$ 2,600					
February												
March												
15	1pm-11pm	Friends of Foster Kids Charity-Pre St. Patricks Day	O'Connors	Yes	No	No	\$ -					
17	7am-2am	Annual St. Patrick's Day Celebration	O'Connors	Yes	No	No	\$ 250					
April												
May												
24	6:30am-5 pm	Heritage Car Show	Municipal Park	Yes	Yes	No	\$ -					
June												
July												
26	6 am-11 am	Woodhouse 5K-New Day	Municipal Park	Yes	No	No	\$ 750					
27	11 am-3 pm	Italian Happening Car Show	Municipal Park	Yes	Yes	Yes	\$ 2,750					
August												
9	6 am-2 pm	Detroit Congenital Heart Walk	Municipal Park	Yes	Yes	Yes	\$ -					
September												
27	0800-1100	Hometown Hustle	Downtown Rochester	No	No	No						

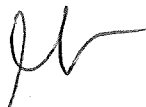
ROCHESTER POLICE DEPARTMENT

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 29, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Friends of Foster Kids Charity Event



Issue: Review of the Special Event Application to hold Friends of Foster Kids Charity Event.

Analysis: O'Connor's Public House submitted a special event application to hold a new event identified as Friends of Foster Kids Charity on Saturday, **March 15, 2025** from 1pm to 11pm. The event will transpire within their building establishment and utilize the private lot at the rear of their business. Setup will begin on March 14, 2025, at 7 am. The event application was submitted to other department heads for review. There are no associated costs to host this event. A hold harmless agreement, proof of liability insurance, and a map of the layout shall be submitted prior to the event.

If approved, the police chief will sign the Temporary Outdoor Service Permit for the Michigan Liquor Control Commission (MLCC) that must be submitted (12) days prior to the event.

O'Connors will be hiring private security guards. The police department will provide extra patrols.

Requested Action: Review and approve event as presented.

Attachment(s): Special event application

APPLICATION FOR SPECIAL EVENT PERMIT
PARKS & PUBLIC SPACES

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

Date/Hours of Event:

3/15/2024

Date/Hours of Event:

1pm-11pm

Name of Event:

Friends of Foster Kids Charity Pre-St.Patrick's Day

Description of Event:

Charity Pre-St.Patrick's Day Event for Friends of Foster Kids. This event will feature a live music, Irish Dancers, food and drinks. Tickets will be sold prior to the event and entry on the of event will also be available.

Location Requested:

Using a Mitzelfeld private lot next to our building

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

Date/Hours of Event:

Saturday 3/15/2025, Tent 1pm-11pm

Date/Hours of Set-up and Tear Down:

Set up 3/14/25 @ 7am, Tare Down 3/18/25 @ 7am

Organization Name:

O'Connor's Public House (Irish Beer Works Rochester, INC.)

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

324 S. Main St., Rochester, MI
48307

Organization Phone Number:

248-608-25-37

Name of Contact Person and Phone Number:

Dimitry Goyfman 248-931-5347

Contact Person E-Mail (must be provided):

dimitryg@oconnorsrochester.com

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

Dimitry Goyfman 248-931-5347

ACKNOWLEDGEMENT

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

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

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

Signature of Applicant

Date

1/22/25

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:
Friends for Foster Kids

Is this event a fundraiser? YES NO
If yes, indicate beneficiary information:
Friends for Foster Kids, 51341 Celeste, Shelby Twp MI 48315, 586-307-Gift (4438),info@friendsoffosterkids.org

Is this the first time the event is being held in Rochester? YES NO
Describe:
This is first time we are utilizing our tent space prior to our St.Patrick's Day event for a charitable cause.

Was this even previously held outside of Rochester? YES NO
Describe:
They do events in multiple locations throughout the year.

Total estimated attendance each day:
300 to 400 people

What parking arrangements will be necessary to accommodate attendance?
Describe:
No special arrangemants necessary

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe:
There will be live music inside the outdoor tent area.

Will volunteer staff be provided to assist with safety, security and maintenance: YES NO
We hire private security gards for the event

Will alcoholic beverages be served? YES NO
If yes, describe:
There will be full service bars and neer tubs

Will food/beverages be sold? YES NO NOTE: Peddler & Vendor permits are required. Also, Health Department approval required for food sales.
 If yes, describe:
 Limited menu food will be sold at every location where alcohol is sold and a large food stand inside the tent area. Including non alcoholic beverages.

Will merchandise be sold? YES NO
 If yes, describe:
 Event shirts and hats.

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

Picnic Tables	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Trash Receptacles	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <u>8</u>
Dumpsters	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Electrical Connections	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Meter Bags	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <u>5</u>
Barricades	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	If yes, number requested: <u>4</u>
Traffic Cones	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____
Other	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	If yes, number requested: _____

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

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: 3/15/2025 Time: 10am

Awnings YES NO

If yes, number of awnings and size of each:

Canopies YES NO

If yes, number of canopies and size of each:

Tables YES NO

If yes, number of tables and size of each:

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

11 Restrooms, 6 within the tent inclosure, 4 in smoking area, 1 by our garbage area. We provide our own.

Other Items Requested YES NO

If yes, describe:

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

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



324 S. Main St. Rochester, MI, 48307
248-608-2537
OconnorsRochester.com

To Whom It May Concern,

Attached to this packet, you will find two event applications:

1. Our annual St. Patrick's Day event scheduled for Monday, March 17, 2025.
2. A new event benefiting the Friends of Foster Kids charity, planned for Saturday, March 15, 2025.

The St. Patrick's Day event will follow the same format and operations as in previous years, with no significant changes.

The Friends of Foster Kids charity event will serve as a fundraiser for this excellent cause. It will feature a similar setup to our St. Patrick's Day event but on a smaller scale. We anticipate attendance of approximately 300-400 guests, with tickets being pre-sold and available for purchase on the day of the event.

Although I was uncertain if a separate application was necessary, I have included one for the charity event to ensure all requirements are met.

Thank you for your time and consideration. Please let me know if you have any questions or need additional information regarding these events.

Sincerely,

Dimitry Goyfman
Owner / Operator
O'Connor's Public House
Cell: 248-931-5347 / dimitryg@oconnorsrochester.com

2025 Rochester Event Calendar Tentative Events

January 29, 2025									
Month	Time	Event	Location	Reviewed Department Heads	Reviewed City Manager	Council Approval	Costs		
January									
17-18	10am-6pm	Downtown Rochester Frost Festival	Downtown Rochester	Yes	Yes	Yes	\$ -		
19	9 am-11am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	Yes	\$ 2,600		
February									
March									
15	1pm-11pm	Friends of Foster Kids Charity-Pre St. Patrick's Day	O'Connors	Yes	No	No	\$ -		
17	7am-2am	Annual St. Patrick's Day Celebration	O'Connors	Yes	No	No	\$ 250		
April									
May									
24	6:30am-5 pm	Heritage Car Show	Municipal Park	Yes	Yes	No	\$ -		
June									
July									
26	6 am-11 am	Woodhouse 5K-New Day	Municipal Park	Yes	No	No	\$ 750		
27	11 am-3 pm	Italian Happening Car Show	Municipal Park	Yes	Yes	Yes	\$ 2,750		
August									
9	6 am-2 pm	Detroit Congenital Heart Walk	Municipal Park	Yes	Yes	Yes	\$ -		
September									
27	0800-1100	Hometown Hustle	Downtown Rochester	No	No	No			

ROCHESTER POLICE DEPARTMENT

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<http://www.rochestermi.org>

GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: January 30, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Roman James Foundation Fun Run

Issue: Request to hold the Roman James Foundation Fun Run

Analysis: The Roman James Foundation has submitted a Special Event Application to host the Roman James Foundation Fun Run on **August 2, 2025**, from 3 pm to 6 pm in the Municipal Park. There will be a walk in the park with approximately 100 participants and live music in the bandshell. There will also be balloon artists and face painting. There are no street closures involved.

The event application has been reviewed by department heads with no associated costs. Proof of liability insurance and a hold harmless agreement have been submitted.

Requested Action: Review and approve event as presented.

Attachment(s): Special event application

**APPLICATION FOR SPECIAL EVENT PERMIT
PARKS & PUBLIC SPACES**

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

Date/Hours of Event:

8/2/2025

Date/Hours of Event:

3-6pm

Name of Event:

Roman James Foundation Fun Run 2025

Description of Event:

RJF would like to host a fun run in Rochester Municipal Park that will include live music, face painting, snacks, and a fun run going around the path of the park.

Location Requested:

The lawn in front of the band stand, the band stand, and participants will be using the sidewalk path around the park

NOTE: Reservations for the Kivans 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:

8/2/2025 3-6pm

Date/Hours of Set-up and Tear Down:

two hours before and one hour after the event

Organization Name:

Roman James Foundation

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

PO Box 70690, Rochester Hills, MI,
48307

Organization Phone Number:

248-930-7097

Name of Contact Person and Phone Number:

Ana Janca 248-930-7097

Contact Person E-Mail (must be provided):

romanjamesfoundation@gmail.com

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

Ana Janca 248-930-7097

ACKNOWLEDGEMENT

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

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

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

Signature of Applicant

1/10/2025
Date

PLEASE COMPLETE THE FOLLOWING EVENT INFORMATION:

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

Organization Type: Government Non-Profit For-Profit

List any additional Sponsors or Participants:
sponsors TBD

Is this event a fundraiser? YES NO
If yes, indicate beneficiary information:
We are raising funds to help families who have lost their baby in the NICU in Metro Detroit. The foundation pays for their funeral and/or cremation expenses.

Is this the first time the event is being held in Rochester? YES NO
Describe:
We held this event at Rochester Municipal Park in August 2023

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

Total estimated attendance each day:
100

What parking arrangements will be necessary to accommodate attendance?
Describe:
Participants will be responsible to find their own parking around town.

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe:
We will have a live band playing from 3-6pm- playing classic rock hits

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:
snacks will be donated and provided to participants at no cost to them.

Will merchandise be sold? YES NO

If yes, describe:
We plan to sell t shirts and stickers

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

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

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

Describe:

Will street closures be necessary? YES NO

If yes, include a detailed map and indicate the date and time for closing and re-opening including set-up and tear down.

Describe:

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

Kiwanis and/or Lion's Shelter YES NO

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

Booths YES NO

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

Tents YES NO

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

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

Date: _____ Time: _____

Awnings YES NO

If yes, number of awnings and size of each:

Canopies YES NO

If yes, number of canopies and size of each:

Tables YES NO

If yes, number of tables and size of each:

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

Other Items Requested YES NO

If yes, describe:

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

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/10/2025

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

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

PRODUCER Foresite Sports, Inc. DBA: Eventsured 3553 West Chester Pike #418 Newtown Square, PA 19073	CONTACT NAME: Eventsured Customer Service PHONE (A/C, No, Ext): 888-882-5902 E-MAIL ADDRESS: info@eventsured.com	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED Roman James Foundation Ana Janca 1174 Avon Circle West, Rochester Hills, MI, 48309 Rochester Hills, MI 48309	INSURER A : Houston Casualty Company	NAIC # 42374
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER: TM402978

REVISION NUMBER:


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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			H24SE00172/TM402978	08/02/2025 12:01AM	08/03/2025 2:01AM	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 1,000
	<input checked="" type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER:	Y					PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 1,000,000
							DEDUCTIBLE \$ 0
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	<input type="checkbox"/> OCCUR						\$
	<input type="checkbox"/> CLAIMS-MADE						\$
	<input type="checkbox"/> DED						\$
	<input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>	Y/N				OTHR
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

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

Additional Insureds must be venue managers or municipalities and are added with respect to our insureds operations only. Waiver of Subrogation (WOS) and Primary & Non-Contributory (PNC) wording applies only when coverage is purchased by the insured, required by written contract and as indicated below. This coverage is with respect to the Run/Fun Run/Race to be held on 08/02/2025 - 08/02/2025 with 100 attendees at Rochester Municipal Park 400 6th Street Rochester, MI 48307. Additional Insureds include: Rochester Municipal Park 400 6th Street Rochester, MI 48307; .

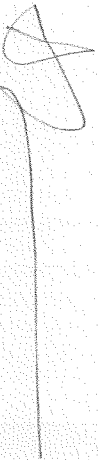
CERTIFICATE HOLDER**CANCELLATION**

Rochester Municipal Park 400 6th Street Rochester, MI, 48307	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

To Whom It May Concern:

To the fullest extent permitted by law the Roman James Foundation, its officers, directors, employees, agents, contractors, volunteers, representatives and others working on behalf of the applicant/organizer of the event. The Roman James Foundation is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify and hold harmless the City of Rochester, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Rochester against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Rochester, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Rochester, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the Roman James Foundation's activities permitted pursuant to its special event permit dates: August 2, 2025 issued by the City of Rochester. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of the City of Rochester, its elected or appointed officials, employees, volunteers or others working on behalf of the City of Rochester.

Thank you,



Ana Janca, founder
Roman James Foundation

2025 Rochester Event Calendar Tentative Events

January 29, 2025

Month	Time	Event	Location	Reviewed Department Heads	Reviewed City Manager	Council Approval	Costs
January							
17-18	10am-6pm	Downtown Rochester Frost Festival	Downtown Rochester	Yes	Yes	Yes	\$ -
19	9 am-11am	Frozen Paw 5K	Downtown Rochester	Yes	Yes	Yes	\$ 2,600
February							
March							
15	1pm-11pm	Friends of Foster Kids Charity-Pre St. Patrick's Day	O'Connors	Yes	No	No	\$ -
17	7am-2am	Annual St. Patrick's Day Celebration	O'Connors	Yes	No	No	\$ 250
April							
May							
24	6:30am-5 pm	Heritage Car Show	Municipal Park	Yes	Yes	No	\$ -
June							
July							
26	6 am-11 am	Woodhouse 5K-New Day	Municipal Park	Yes	No	No	\$ 750
27	11 am-3 pm	Italian Happening Car Show	Municipal Park	Yes	Yes	Yes	\$ 2,750
August							
2	3pm-6pm	Roman James Foundatin Fun Run 2025	Municipal Park	No	No	No	\$ -
9	6 am-2 pm	Detroit Congenital Heart Walk	Municipal Park	Yes	Yes	Yes	\$ -
September							
27	0800-1100	Hometown Hustle	Downtown Rochester	No	No	No	

October									
5	8:30 am-11 am	Scare Away Hunger 5K & Family Fun Run	Municipal Park						\$ 600
18	9 am-12:30 am	Making Strides Against Breast Cancer	Municipal Park	Yes	No	No			\$ 360
November									
December									

ROCHESTER POLICE DEPARTMENT

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

GEORGE T. ROUHIB JR.
CHIEF OF POLICE

MEMORANDUM

Date: January 29, 2025
To: Nik Banda, City Manager
From: George T. Rouhib Jr., Chief of Police
Subject: Heritage Car Show



Issue: Review of the Special Event Application to hold the Heritage Car Show

Analysis: The Rochester Lions Club submitted a special event application to hold the Heritage Car Show within Municipal Park on **May 24, 2025** from 6:30 am to 5:00 pm. There will be music and items sold. Approximately 3 tents will be erected and will be inspected by the fire department. The event application was submitted to other department heads for review with no associated costs. Proof of liability insurance and a diagram of the layout have been submitted. A hold harmless agreement shall be submitted prior to the event.

Requested Action: Review and approve event as presented.

Attachment(s): Special event application

PLEASE COMPLETE THE FOLLOWING EVENT INFORMATION:

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

Organization Type: Government Non-Profit For-Profit

List any additional Sponsors or Participants:

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

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

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

Total estimated attendance each day: 500-1,500 people

What parking arrangements will be necessary to accommodate attendance?
Describe: Vehicle parking on park grounds per diagram

Is amplification of music or speakers planned or anticipated? YES NO
If yes, describe: DJ will play music and make announcements from 8:30 AM - 4:00 PM

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

Will alcoholic beverages be served? YES NO
If yes, 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.

1- 10x10, 1- 20x10, 1- 8x10

**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: ~~5/23/25~~ 5/23/25 Time: 4:00 PM

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:

6 - 36" x 72"

Portable Restrooms YES NO

If yes, number of portable restrooms requested and locations:

2 - WeWill contract

Other Items Requested YES NO

If yes, describe:

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: 05/24/2025

Date/Hours of Event: 6:30AM-5:00PM

Name of Event: ~~FEAST~~ Heritage Car Show

Description of Event: Car show display and judging.

Location Requested: Rochester Municipal Park off of
Ludlow by Community House

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

Date/Hours of Event: 05/24/25 6:30AM-5:00 PM

Date/Hours of Set-up and Tear Down: 05/23/25 4-6PM, 5/24/25 4-6 PM

Organization Name: Rochester Lions Club

Organization Address (include street address, city, state & zip):
819 Dartford Place Dr., Rock Hills, MI 48307

Organization Phone Number: (248) 860-4544

Name of Contact Person and Phone Number: Rick Rhoades (248) 860-4544

Contact Person E-Mail (must be provided): rrhoades5924@gmail.com

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

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.

Rick Rhoades
Signature of Applicant

5/21/25
Date

PLEASE COMPLETE THE FOLLOWING EVENT INFORMATION:

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

Organization Type: Government Non-Profit For-Profit

List any additional Sponsors or Participants:

Is this event a fundraiser?

YES NO

If yes, indicate beneficiary information:

Is this the first time the event is being held in Rochester?

YES NO

Describe:

Was this even previously held outside of Rochester?

YES NO

Describe:

Total estimated attendance each day:

500-1,500 people

What parking arrangements will be necessary to accommodate attendance?

Describe:

Vehicle parking on park grounds per diagram

Is amplification of music or speakers planned or anticipated?

YES NO

If yes, describe:

DJ will play music and make announcements from 8:30 AM - 9:00 PM

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:

Onsite, independent food truck.

Will merchandise be sold?

YES

NO

If yes, describe:

T-shirts, posters

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

Picnic Tables

YES

NO

If yes, number requested:

2

Trash Receptacles

YES

NO

If yes, number requested:

6

Dumpsters

YES

NO

If yes, number requested:

1

Electrical Connections

YES

NO

If yes, number requested:

From Comm. House

Meter Bags

YES

NO

If yes, number requested:

Barricades

YES

NO

If yes, number requested:

Traffic Cones

YES

NO

If yes, number requested:

4

Other

YES

NO

If yes, number requested:

Will you be requesting City safety personnel to be assigned to this event (Police/Fire):

YES

NO

Describe:

patrolling on bicycle or car.

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:

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Reservations for the Kiwanis and Lion's Shelters are handled under separate permits available at City Hall.
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If yes, indicate number of booths and size of each.

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If yes, number of awnings and size of each:

Canopies YES NO
If yes, number of canopies and size of each:

Tables YES NO 6 - 36" x 72"
If yes, number of tables and size of each:

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

2 - We'll contract

Other Items Requested YES NO
If yes, describe:

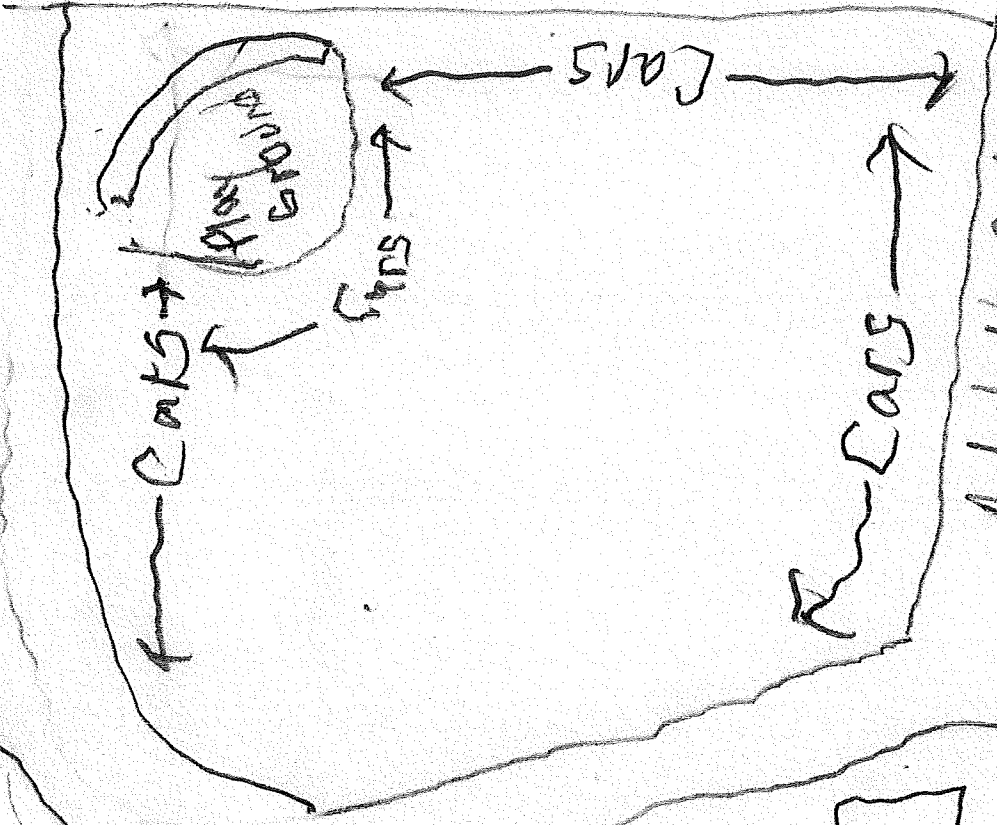
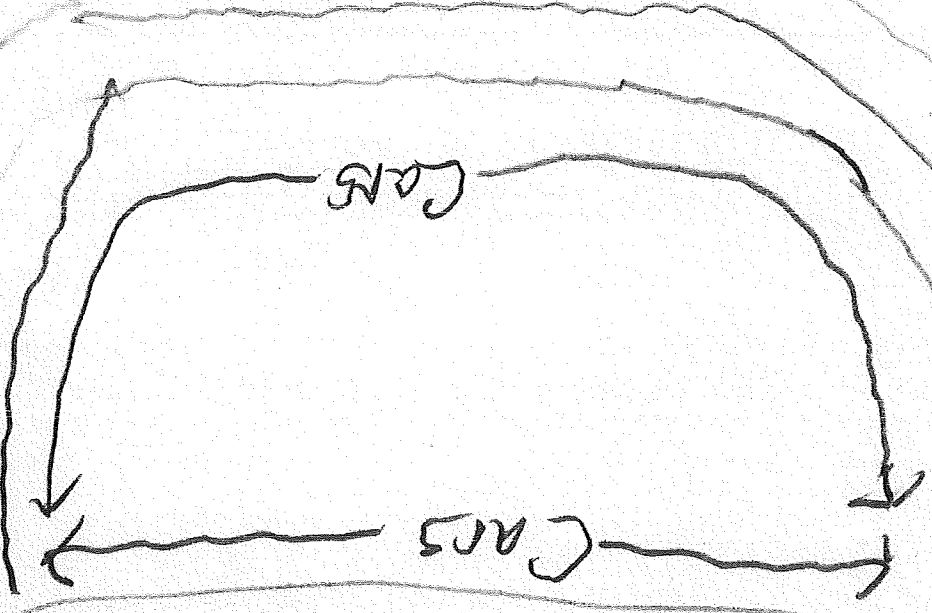
105cm
table

PAINT Creek

10x10

18x16

Coma. House



CARS

Asphalt Path

Ludlow

10x10

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

Department	Name	Comments	Costs Expected
City Manager			
DPW/Parks & Recreation	Jill Caffke	NO ISSUES	0
Police Department	Chief Rouhib		0
Fire Department	Chief Cleslik		0
Building Department			
Finance Department			
Clerk			
DDA (*If in the district)			

2025 Rochester Event Calendar Tentative Events

January 29, 2025									
Month	Time	Event	Location	Reviewed Department Heads	Reviewed City Manager	Council Approval	Costs		
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February									
March									
15	1pm-11pm	Friends of Foster Kids Charity-Pre St. Patrick's Day	O'Connors	Yes	No	No	\$ -		
17	7am-2am	Annual St. Patrick's Day Celebration	O'Connors	Yes	No	No	\$ 250		
April									
May									
24	6:30am-5 pm	Heritage Car Show	Municipal Park	Yes	Yes	No	\$ -		
June									
July									
26	6 am-11 am	Woodhouse 5K-New Day	Municipal Park	Yes	No	No	\$ 750		
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August									
9	6 am-2 pm	Detroit Congenital Heart Walk	Municipal Park	Yes	Yes	Yes	\$ -		
September									
27	0800-1100	Hometown Hustle	Downtown Rochester	No	No	No			

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank A1 ACCOUNTS PAYABLE					
01/23/2025	1075 (E)	MERS	MERS	MERS PAYMENT DECEMBER 2024	88,113.44
01/23/2025	139814	21ST CENTURY MEDIA - MICHIGAN	21ST CENTURY MEDIA - MICHIGAN	OAKLAND PRESS LEGAL NOVEMBER 2024	174.25
01/23/2025	139815	ABEL ELECTRONICS	ABEL ELECTRONICS	TROUBLESHOOT CAMERAS	157.50
			ABEL ELECTRONICS	CAMERA SYSTEM	3,566.00
			ABEL ELECTRONICS	PAGING SYSTEM	7,905.00
					<u>11,628.50</u>
01/23/2025	139816	AMERIGAS PROPANE LP	AMERIGAS PROPANE LP	PARKS PROPANE DELIVERY FOR HEAT FOR	2,813.57
01/23/2025	139817	ANTHONY MOGGIO	ANTHONY MOGGIO	TRAVEL EXPENSE REIMBURSEMENT FOR 12/	267.28
01/23/2025	139818	APPLIED CAPITAL	APPLIED CAPITAL	COPIER LEASE	1,114.36
01/23/2025	139819	BATTERY GIANT	BATTERY GIANT	UPS BATTERY	34.95
01/23/2025	139820	BEAN & LEAF CAFE	BEAN & LEAF CAFE	REDEEMED GIFT CERTIFICATES	25.00
01/23/2025	139821	BENDZINSKI & CO.MUNICIPAL FIN	BENDZINSKI & CO.MUNICIPAL FIN	CONTINUING DISCLOSURE REPORT	1,000.00
01/23/2025	139822	BIDCORP.COM, INC.	BIDCORP.COM, INC.	BIDCORP - JANUARY SALES 2012 DODGE J	330.00
01/23/2025	139823	BLUE CROSS BLUE SHIELD OF MICH	BLUE CROSS BLUE SHIELD OF MICH	BCBS 44292/600 2.1.25 - 2.28.25 MEDI	16,076.66
01/23/2025	139824	CADILLAC ASPHALT LLC	CADILLAC ASPHALT LLC	COLD PATCH MATERIAL FOR LOCALS/MAJOF	1,056.25
01/23/2025	139825	CHARLES SIBERT	CHARLES SIBERT	FEBRUARY 2025 STUDIO LEASE PAYMENT	2,797.13
01/23/2025	139826	CHOMP DELI & GRILL	CHOMP DELI & GRILL	REDEEMED GIFT CERTIFICATES	360.00
01/23/2025	139827	CITY OF ROCHESTER HILLS	CITY OF ROCHESTER HILLS	BANNER INVOICE REPAIRS JAN. 7 & 10	1,481.88
01/23/2025	139828	CITY OF ROCHESTER-101	CITY OF ROCHESTER-101	2024 WINTER TAX STATEMENT FOR 265 E.	4,998.55
01/23/2025	139829	CITY OF ROCHESTER-661	CITY OF ROCHESTER-661	POLICE AND FIRE GAS USAGE	2,631.79
			CITY OF ROCHESTER-661	POLICE AND FIRE GAS USAGE	3,696.98
			CITY OF ROCHESTER-661	POLICE AND FIRE GAS USAGE	3,549.89
					<u>9,878.66</u>
01/23/2025	139830	CLINTONRIVER WATERSHED COUNCIL	CLINTONRIVER WATERSHED COUNCIL	2025 GOVERNMENT MEMBERSHIP	1,152.00
01/23/2025	139831	CMN TV	CMN TV	MEETING VIDEOCASTS DECEMBER 2024	975.00
01/23/2025	139832	CONSUMERS ENERGY	CONSUMERS ENERGY	FEBRUARY 2025 CONSUMERS STATEMENTS	5,488.11
01/23/2025	139833	CUTHBERTSON LAW, PLC	CUTHBERTSON LAW, PLC	LEGAL SERVICES FOR 265 E. SECOND	1,484.00
01/23/2025	139834	DAFOES FEED	DAFOES FEED	DE-ICER FOR AUTO PARKING, DDA, DPW/S	1,862.00
01/23/2025	139835	DAN DIEHL	DAN DIEHL	UNIFORM ALLOWANCE-DIEHL	40.44
			DAN DIEHL	FAA TEST-DRONE DIEHL	175.00
					<u>215.44</u>
01/23/2025	139836	DAN'S EXCAVATING, INC.	DAN'S EXCAVATING, INC.	LIGHTPOLE WIRING REPAIRS	10,429.41
			DAN'S EXCAVATING, INC.	LIGHT SHOW MAINTENANCE	2,349.88
					<u>12,779.29</u>
01/23/2025	139837	DESSERT OASIS LLC	DESSERT OASIS LLC	REDEEMED GIFT CERTIFICATES	25.00
01/23/2025	139838	DETROIT METRO CONVENTION &	DETROIT METRO CONVENTION &	MEMBERSHIP DUES	425.00
01/23/2025	139839	DETROIT SALT COMPANY	DETROIT SALT COMPANY	ROCK SALT ORDER 53.62 TONS DELIVEREI	3,292.80
01/23/2025	139840	DKI INC	DKI INC	INTERIOR DEMO AT 265 E. SECOND	53,370.00
01/23/2025	139841	DRONESENSE, INC	DRONESENSE, INC	ANNUAL DRONE/GIS SOFTWARE	5,200.00
01/23/2025	139842	ELEMENT 22 COMMERCIAL GROUP	ELEMENT 22 COMMERCIAL GROUP	CHIEF FINANCIAL VEHICLE PURCHASES MC	2,302.57
01/23/2025	139843	EVERON	EVERON	ALARM SYSTEM AT DINOSAUR HILL FEBRU	77.64
01/23/2025	139844	FINESSE CUISINE CATERING LTD	FINESSE CUISINE CATERING LTD	FROST FEST INVOICE #2025009	21,895.00
01/23/2025	139845	FRANK REWOLD & SON	FRANK REWOLD & SON	GRAHAM PRECON WORK	6,873.00
01/23/2025	139846	GALLS INC.	GALLS INC.	UNIFORM ALLOWANCE-GORMAN	91.59
01/23/2025	139847	GIVE THANKS BAKERY & CAFE	GIVE THANKS BAKERY & CAFE	REDEEMED GIFT CERTIFICATES	50.00
01/23/2025	139848	GLOBAL SOLUTIONS GROUP, INC	GLOBAL SOLUTIONS GROUP, INC	MONTHLY I.T. CONTRACT DECEMBER 2024	5,587.40
01/23/2025	139849	GREAT AMERICA FINANCIAL SVCS	GREAT AMERICA FINANCIAL SVCS	(INV. 38343353 COPIER, PRINTING CON	1,944.09
01/23/2025	139850	GUNNERS METERS & PARTS, INC.	GUNNERS METERS & PARTS, INC.	WATER DISTRIBUTION MAINTENANCE MATEF	1,133.00

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
01/23/2025	139851	JAMES PENMAN	JAMES PENMAN	MAVERICK KENNEL	975.00
01/23/2025	139852	KEITH HERMANS	KEITH HERMANS	UNIFORM ALLOWANCE-HERMANS	62.04
01/23/2025	139853	MASONIC BUILDING AUTHORITY	MASONIC BUILDING AUTHORITY	FY 24-25 3RD QTR PARKING LOT RENTAL	1,378.12
01/23/2025	139854	MCKENNA ASSOCIATES	MCKENNA ASSOCIATES	PROFESSIONAL SERVICES DECEMBER 2024	2,113.75
01/23/2025	139855	MICHIGAN BUSINESS CONNECTION,	MICHIGAN BUSINESS CONNECTION,	LOAN PAYMENT FOR 265 E SECOND LOAN	15,143.31
01/23/2025	139856	MICHIGAN CHANDELIER CO.	MICHIGAN CHANDELIER CO.	LIGHT REPAIRS	22.25
			MICHIGAN CHANDELIER CO.	LIGHT POLE REPAIRS	64.81
			MICHIGAN CHANDELIER CO.	LIGHT POLE REPAIRS	67.22
			MICHIGAN CHANDELIER CO.	NEW GFI	132.38
					<u>286.66</u>
01/23/2025	139857	MILLIMAN INC	MILLIMAN INC	ACTUARIAL REPORT	5,575.00
01/23/2025	139858	NICHOLAS BANDA	NICHOLAS BANDA	JAN 2025 MEDICAL REIMBURSEMENT	850.00
01/23/2025	139859	O'REILLY AUTO PARTS	O'REILLY AUTO PARTS	MVP MAINTENANCE MATERIAL FOR #612 -	131.94
01/23/2025	139860	OAKLAND COUNTY TREASURERS	OAKLAND COUNTY TREASURERS	ANNUAL MAINTENANCE FEE FOR BS&A	1,242.26
			OAKLAND COUNTY TREASURERS	CLINTON OAKLAND SEWAGE DISPOSAL SYST	182,207.73
					<u>183,449.99</u>
01/23/2025	139861	OSCAR W. LARSON CO.	OSCAR W. LARSON CO.	NEW DEF TANK & FUEL MASTER UPGRADES-	16,462.50
01/23/2025	139862	PERCEPTIVE CONTROLS	PERCEPTIVE CONTROLS	SUPPORT SERVICES FOR SEWER: WIN91,	222.00
01/23/2025	139863	PLATINUM OFFICE CLEANING LLC	PLATINUM OFFICE CLEANING LLC	DECEMBER STUDIO CLEANING	161.00
01/23/2025	139864	ROCHESTER EVENT & EQUIPMENT	ROCHESTER EVENT & EQUIPMENT	FROST FESTIVAL #67016	1,439.85
01/23/2025	139865	ROCHESTER PLUMBING & HEATING	ROCHESTER PLUMBING & HEATING	WATER PLANT - REPLACE 13-3/8 AIR LIN	909.00
			ROCHESTER PLUMBING & HEATING	POLICE DEPT - INSTALL FURNACE AND AI	16,898.00
					<u>17,807.00</u>
01/23/2025	139866	ROCHESTER REGIONAL CHAMBER	ROCHESTER REGIONAL CHAMBER	CHAMBER MEMBERSHIP	325.00
01/23/2025	139867	RUSS MILNE FORD, INC	RUSS MILNE FORD, INC	MAINTENANCE MATERIAL FOR VEH# 647 -	173.69
01/23/2025	139868	SIMBOL AUTO GLASS	SIMBOL AUTO GLASS	TINT-56	30.00
01/23/2025	139869	SOUTH STREET SKATESHOP	SOUTH STREET SKATESHOP	REDEEMED GIFT CERTIFICATES	70.00
01/23/2025	139870	SPENCER OIL COMPANY	SPENCER OIL COMPANY	87 OCT UNLEADED W/ 10% ETHANOL FUEL	4,742.81
			SPENCER OIL COMPANY	DYED DIESEL FUEL 542.8 GAL DELIVERED	1,347.77
					<u>6,090.58</u>
01/23/2025	139871	SUPERIOR EXCAVATING	SUPERIOR EXCAVATING	HYDRANT REPAIR - 420 BALDWIN	860.00
01/23/2025	139872	SUSAN M MCCULLOUGH	SUSAN M MCCULLOUGH	JANUARY DDA MINUTES	150.00
01/23/2025	139873	TALULAH BELLE	TALULAH BELLE	REDEEMED GIFT CERTIFICATES	200.00
01/23/2025	139874	THE FUNKY FROG	THE FUNKY FROG	REDEEMED GIFT CERTIFICATES	50.00
01/23/2025	139875	THE SKI COMPANY	THE SKI COMPANY	REDEEMED GIFT CERTIFICATES	50.00
01/23/2025	139876	THE SPICE & TEA EXCHANGE	THE SPICE & TEA EXCHANGE	REDEEMED GIFT CERTIFICATES	50.00
01/23/2025	139877	THOMSON REUTERS-WEST	THOMSON REUTERS-WEST	CLEAR SUBSCRIPTION	130.20
01/23/2025	139878	UNITEL LEASING	UNITEL LEASING	PHONE SYSTEM CONTRACT JANUARY 2025	816.94
			UNITEL LEASING	PHONE SYSTEM CONTRACT JANUARY 2025	455.06
			UNITEL LEASING	PHONE SYSTEM CONTRACT JANUARY 2025	280.79
			UNITEL LEASING	PHONE SYSTEM CONTRACT JANUARY 2025	228.81
					<u>1,781.60</u>
01/23/2025	139879	VAN HORN TRUCK PARTS INC.	VAN HORN TRUCK PARTS INC.	MVP TOOLS - COUPLER PLUG, FUSE KIT	23.97
			VAN HORN TRUCK PARTS INC.	MVP PARTS FOR VEH# 731 - SPINNER KNC	12.99
					<u>36.96</u>
01/23/2025	139880	WOLVERINE FREIGHTLINER-	WOLVERINE FREIGHTLINER-	MVP PARTS FOR VACTOR #761 - FILTER F	126.62
01/24/2025	1069(A)	FIFTH THIRD BANK	FIFTH THIRD BANK	DECEMBER 2024 CREDIT CARD STATEMENT	44,154.03

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
01/27/2025	1070 (A)	CONTRACTORS CONNECTION INC.	CONTRACTORS CONNECTION INC.	WATER DISTRIBUTION - GREEN FLAGS, CA	50.40
01/27/2025	1071 (A)	JCI JONES CHEMICALS INC.	JCI JONES CHEMICALS INC.	150 LB CYLINDER CHLORINE DELIVERY TC	2,615.00
			JCI JONES CHEMICALS INC.	150 LB CYLINDER CHLORINE DELIVERY TC	(500.00)
					<u>2,115.00</u>
01/27/2025	1072 (A)	LINEAR CONSULTING FIRM LLC	LINEAR CONSULTING FIRM LLC	FIRE PROGRAM DEVELOPMENT	3,240.00
01/27/2025	1073 (A)	NYE UNIFORM	NYE UNIFORM	UNIFORM ALLOWANCE-PENMAN	23.00
			NYE UNIFORM	UNIFORM ALLOWANCE-SIMON	31.50
			NYE UNIFORM	UNIFORM ALLOWANCE-RIBLETT	76.50
			NYE UNIFORM	UNIFORM ALLOWANCE-CATANESE	15.00
			NYE UNIFORM	UNIFORM ALLOWANCE-CHISHOLM	67.00
			NYE UNIFORM	UNIFORM ALLOWANCE-BEAZLEY	154.50
					<u>367.50</u>
01/27/2025	1074 (A)	SUN LIFE FINANCIAL	SUN LIFE FINANCIAL	SUNLIFE POLICY# 934649 ACCT 0002 FEE	11,322.93
A1 TOTALS:					
Total of 74 Checks:					585,806.08
Less 0 Void Checks:					0.00
Total of 74 Disbursements:					<u>585,806.08</u>

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank A1 ACCOUNTS PAYABLE					
01/30/2025	1080 (E)	MERS	MERS	MERS PAYMENT JANUARY 2025	89,757.62
01/30/2025	139881	AL'S AUTO WASH LLC	AL'S AUTO WASH LLC	CAR WASHES POLICE	87.50
01/30/2025	139882	ANDRE GONZALES	ANDRE GONZALES	REFUND OF 2024 WINTER TAX 15-11-327-	1,531.40
01/30/2025	139883	APPLIED CAPITAL	APPLIED CAPITAL	COPIER LEASE	1,225.80
01/30/2025	139884	APPLIED INNOVATION	APPLIED INNOVATION	PLOTTER CONTRACT 1/25 TO 2/24/25	74.64
01/30/2025	139885	ASCENSION MICHIGAN EMPLOYER SC	ASCENSION MICHIGAN EMPLOYER SC	SCPRE EMPLOYMENT PHYSICAL NICK SCHAEFE	116.00
01/30/2025	139886	BAKEHOUSE 46	BAKEHOUSE 46	REDEEMED GIFT CERTIFICATES	100.00
01/30/2025	139887	BANGKOK CUISINE	BANGKOK CUISINE	REDEEMED GIFT CERTIFICATES	75.00
01/30/2025	139888	BATTERY GIANT	BATTERY GIANT	UNIFORM ALLOWANCE-HARPER	45.95
01/30/2025	139889	BETTER PAINTING	BETTER PAINTING	FIRE HYDRANTS MAINTENANCE	11,330.00
01/30/2025	139890	BIZZY BUZZ ARTISAN MARKET	BIZZY BUZZ ARTISAN MARKET	REDEEMED GIFT CERTIFICATES	50.00
01/30/2025	139891	BOUND TREE MEDICAL, LLC	BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	1,587.98
01/30/2025	139892	CANU TORRICE LAW	CANU TORRICE LAW	REFUND BLANCHARD DVD NO LONGER AVAIL	50.00
01/30/2025	139893	CATCHING FIREFLIES	CATCHING FIREFLIES	REDEEMED GIFT CERTIFICATES	755.00
01/30/2025	139894	CHARTER TOWNSHIP OF SHELBY	CHARTER TOWNSHIP OF SHELBY	WATER USAGE DECEMBER 2024	71,140.44
01/30/2025	139895	CHERYL BRUSEN	CHERYL BRUSEN	REDEEMED GIFT CERTIFICATES	220.00
01/30/2025	139896	CHRISTOPHER LEZOVICH	CHRISTOPHER LEZOVICH	REFUND OVERPAYMENT OF PARKING TICKET	10.00
01/30/2025	139897	CTS COMPANIES INC	CTS COMPANIES INC	PHONE SYSTEM	173.00
			CTS COMPANIES INC	TRAINING CENTER SECURITY	6,054.88
					<u>6,227.88</u>
01/30/2025	139898	CULLIGAN OF ROMEO	CULLIGAN OF ROMEO	N GARAGE AND ADMIN BLDGS WATER SOFTE	196.00
01/30/2025	139899	CULLIGAN OF ROMEO	CULLIGAN OF ROMEO	N GARAGE AND ADMIN BLDGS WATER SOFTE	254.00
01/30/2025	139900	CYNERGY PRODUCTS	CYNERGY PRODUCTS	REPAIR EQUIPMENT	237.50
01/30/2025	139901	DETROIT EVENT COMPANY, LLC	DETROIT EVENT COMPANY, LLC	2025 DANCIN IN THE STREET INVOICE #C	1,500.00
01/30/2025	139902	DETROIT SALT COMPANY	DETROIT SALT COMPANY	ROCK SALT ORDER 100.93TONS DELIVEREI	6,198.12
			DETROIT SALT COMPANY	ROCK SALT ORDER 103.56 TONS DELIVERE	6,359.61
					<u>12,557.73</u>
01/30/2025	139903	DOWNTOWN TAROT COMPANY	DOWNTOWN TAROT COMPANY	REDEEMED GIFT CERTIFICATES	50.00
01/30/2025	139904	DTE ENERGY	DTE ENERGY	DTE STATEMENTS FEB 2025	28,297.69
01/30/2025	139905	ELEMENT 22 COMMERCIAL GROUP	ELEMENT 22 COMMERCIAL GROUP	CHIEF FINANCIAL VEHICLE PURCHASES MC	4,412.43
			ELEMENT 22 COMMERCIAL GROUP	CHIEF FINANCIAL VEHICLE PURCHASES MC	1,856.54
					<u>6,268.97</u>
01/30/2025	139906	ESO SOLUTIONS INC	ESO SOLUTIONS INC	COMPUTE PROGRAM EMPLOYEE	1,589.75
01/30/2025	139907	GREAT LAKES WATER AUTHORITY	GREAT LAKES WATER AUTHORITY	INDUSTRIAL WASTEWATER CHARGES FOR DE	3,896.70
01/30/2025	139908	HIBACHI HOUSE	HIBACHI HOUSE	REDEEMED GIFT CERTIFICATES	1,055.00
01/30/2025	139909	Income Power LLC	Income Power LLC	BD Payment Refund	78.75
01/30/2025	139910	JESSICA ANDERTON	JESSICA ANDERTON	DRONE CLASS-RIBLETT	175.00
01/30/2025	139911	JOSHUA BEAZLEY	JOSHUA BEAZLEY	RIFLE SLING	37.09
01/30/2025	139912	KORRIN KRIEG	KORRIN KRIEG	REFUND OF 2024 WINTER TAX 15-11-376-	8.25
01/30/2025	139913	LAWNWORKS, INC.	LAWNWORKS, INC.	LIGHTPOLE DECORATIONS	9,834.00
			LAWNWORKS, INC.	HOLIDAY DECOR - NORTH MAIN	2,926.00
					<u>12,760.00</u>
01/30/2025	139914	LEXIPOL, LLC	LEXIPOL, LLC	GRANT WRITER FEE FOR BRIC PROJECT	3,000.00
			LEXIPOL, LLC	GRANT WRITER FEE FOR TRAINING	3,000.00
					<u>6,000.00</u>
01/30/2025	139915	LUCIDO FINE JEWELRY	LUCIDO FINE JEWELRY	REDEEMED GIFT CERTIFICATES	100.00

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
01/30/2025	139916	MR C'S CAR WASH #6 LLC	MR C'S CAR WASH #6 LLC	MAINTENANCE	49.00
01/30/2025	139917	MUNICIPAL EMERGENCY SERVICES,	MUNICIPAL EMERGENCY SERVICES,	EQUIPMENT REPAIR	585.12
01/30/2025	139918	NATIONAL BAND & TAG COMPANY	NATIONAL BAND & TAG COMPANY	PET LICENSE TAGS 2022 INV 146062	280.01
01/30/2025	139919	NICHOLS PAPER & SUPPLY CO	NICHOLS PAPER & SUPPLY CO	JANITORIAL SUPPLIES FOR CITYHALL/POI	678.78
01/30/2025	139920	NOLA 311 LLC	NOLA 311 LLC	REFUND OVERPAYMENT OF 2024 WINTER TA	25.27
01/30/2025	139921	O'REILLY AUTO PARTS	O'REILLY AUTO PARTS	CLEANER	13.98
01/30/2025	139922	OAKLAND COUNTY TREASURERS	OAKLAND COUNTY TREASURERS	CLEMIS MEMBERSHIP	6,824.75
			OAKLAND COUNTY TREASURERS	CLEMIS LEADS ONLINE	2,222.00
					<u>9,046.75</u>
01/30/2025	139923	PLATINUM OFFICE CLEANING LLC	PLATINUM OFFICE CLEANING LLC	JANUARY STUDIO CLEANING	275.00
01/30/2025	139924	PREMIER TRUCK SALES & RENTALS	PREMIER TRUCK SALES & RENTALS	GARBAGE TRUCK RENTAL - PICK UP CHAF	550.00
01/30/2025	139925	ROCHESTER HILLS TIRE & SERVICE	ROCHESTER HILLS TIRE & SERVICE	OIL CHANGE-67	40.95
				FUEL PUMP-62	1,830.20
				BATTERIES-69	672.70
				TIRE MOUNTS-60	46.90
				REDEEMED GIFT CERTIFICATES	30.00
					<u>2,620.75</u>
01/30/2025	139926	ROCHESTER REGIONAL CHAMBER	ROCHESTER REGIONAL CHAMBER	COMMUNITY OUTLOOK BREAKFAST TABLE -	450.00
01/30/2025	139927	SUMO SUSHI & SEAFOOD	SUMO SUSHI & SEAFOOD	REDEEMED GIFT CERTIFICATES	1,080.00
01/30/2025	139928	THE ACCUMED GROUP	THE ACCUMED GROUP	MEDICAL BILLING	1,541.10
01/30/2025	139929	THE CHEESE LADY, ROCHESTER	THE CHEESE LADY, ROCHESTER	REDEEMED GIFT CERTIFICATES	115.00
01/30/2025	139930	THE SKI COMPANY	THE SKI COMPANY	REDEEMED GIFT CERTIFICATES	200.00
01/30/2025	139931	TOTAL TRAILER LLC	TOTAL TRAILER LLC	PARTS FOR DPW MOWING TRAILER #720- F	117.85
01/30/2025	139932	WXYZ - CHANNEL 7	WXYZ - CHANNEL 7	INVOICE #1342247-1	1,000.00
01/30/2025	139933	Zubke Plumbing	Zubke Plumbing	BD Bond Refund	1,500.00
02/03/2025	1076(A)	EASYPERMIT POSTAGE	EASYPERMIT POSTAGE	POSTAGE REFILL PERMIT #1091 - JAN 20	254.61
02/03/2025	1077(A)	ERC-LED, LLC	ERC-LED, LLC	LED LIGHTING CONTRACT FEBRUARY 2025	3,765.21
02/03/2025	1078(A)	PRIORITY DISPATCH CORPORATION	PRIORITY DISPATCH CORPORATION	DISPATCH ASSISTANCE	98.00
02/03/2025	1079(A)	SUN LIFE FINANCIAL	SUN LIFE FINANCIAL	SUNLIFE MONTHLY VOLUNT POLICY 834649	2,473.46
					<u><u>286,167.53</u></u>
A1 TOTALS:					
Total of 58 Checks:					286,167.53
Less 0 Void Checks:					0.00
Total of 58 Disbursements:					<u>286,167.53</u>



City of Rochester

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

To: Honorable Mayor and City Council

From: Nik Banda, City Manager

Date: February 3, 2025

RE: Resolution to set April 22, 2025, as Arbor Day

Please find this year's Resolution to declare Tuesday, April 22, 2025, as Arbor Day here in the City of Rochester. It happens to coincide this year with the Nationally recognized Earth Day celebration. Once again, both the Tree Committee and the City Beautiful Commission plan on celebrating the day by planting a tree, this year, at the site of our new Micro-Forest planned in Scott Steet Park, north of our Sugar Maple Grove and adjacent to our Community Garden.

The new Forest is scheduled for planting the first week of May, so our first tree we plant at the site will be our "Mother Tree" for the other almost 400 trees and shrubs that will be planted as part of the pilot program.

The Tree Committee met on November 22nd, 2024, and supported the staff's recommendation to set the 22nd of April as the date for our celebration. As in the past, the presented resolution is necessary to complete our requirements to remain a Tree City USA as in prior years. Feel free to give me a call if you have any questions.



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RESOLUTION

Arbor Day in Rochester Michigan is April 22, 2025

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever planted, are a source of joy and spiritual renewal,

WHEREAS, Rochester has been a Tree City USA for 12 consecutive years and commits to continue the programs and outreach need to remain in good standing with the Arbor Day Foundation.

WHEREAS, Rochester is committed to working with both our youth within our School system and local residents, to educate them as to the value of the Urban Canopy both on a personal/healthwise and economic/property value basis.

Whereas, the Rochester City Council established in 2020 a Tree Committee made up of three council members and two residents, whose main focus is on communicating the City's desire to continue to not only protect the existing tree canopy, but to increase it with a thoughtful tree planting, education and preservation plan for all residents.



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NOW THEREFORE BE IT RESOLVED, the Rochester City Council declares Tuesday, April 22, 2025, Arbor Day in the City of Rochester and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, they urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

CERTIFICATION

I, Lee Ann O'Connor, being the duly appointed and qualified Clerk of the City of Rochester, Oakland County, Michigan, do hereby certify and declare that the foregoing is a true and correct copy of the Resolution, the original of which is on file in my office, adopted by the Rochester City Council at a regular meeting held on February 10, 2025.

Lee Ann O'Connor, City Clerk



City of Rochester

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

January 9, 2025

TO: Honorable Mayor and City Council Members

RE: Year End Tree Removal/Replacement Report for 2024

From: Nik Banda, City Manager/City Forester

The following report represents once again, the cooperative work done by Staff of the Parks and Forestry Divisions, the Streets Division at DPW, the Fire Department, Private Vendors (Davey Tree and Vince Rampolo of Exterior Concepts) and myself.

Again, we had another overall dry summer season after a more normal Spring rainfall amount, which once again stressed out many of our trees in town. Our east-side canopy of Street trees are starting to prematurely age due to the persistent summer drought conditions. Most of our rainfall comes in deluges versus a steady soaking rain. It does help that a lot of our residents irrigate their lawns which can help the trees in the long run, but again on the east side of town, most of the trees were planted in heavy clay, which tends to hold water and essential drowns the trees that are not accustomed to that amount of moisture which causes them to be root bound or create surface roots that makes it difficult to mow the lawn.

We continued to remove dead trees on City property as needed (most were replaced), resulting in 16 additional trees being taken out within the Right-of-Ways or in our Parks.

We had a successful Spring and Fall Street Tree planting program which resulted in the installation of 19 new trees throughout the City. We have caught up with all requests for Street trees to be replanted when a tree was removed previously in the Right-of-Way. We often have to wait a full planting season to let the soil cleanse itself from bacteria that may have previously caused the demise of the Tree.

In April, during our 2024 Arbor Day Celebration, we planted a new 3-inch Autumn Blaze Maple at the War Memorial at City Hall.

The Tree Bate Program had a record year as 10 homeowners participated in our program!

This year, once again, we had a reduction in illegally removed tree instances from 3 to 1 which resulted in a \$10,080 fine. They have one year to plant 48" of trees on their site or forfeit the proceeds to the Tree Fund to be used to plant trees on public property. I am pleased to say that our outreach program is working, and the vast majority of our residents

understand our commitment to preserving our tree canopy and follow the permitting program.

The balance in the Tree Fund as of the end of 2024 stands at **\$25,979.11**. The funds dollars come from permit fees (this year \$4,560) and violations for illegal removals over the years. The balance does include the escrow dollars that are being held until the grace period for planting trees to cover the violation cost is settled out. As always, the Tree Committees goal is to keep the fund balance as minimal as possible, instead turning those dollars into the planting of new trees to help us maintain our existing Tree Canopy and grow it over time.

In the calendar year 2024, I issued 113 permits, compared to 2023's total of 140 permits, which this year permitted the removal of 249 trees vs. 393 trees in 2023. The requests resulted in a replacement requirement of 73 trees this year, versus 92 in 2023, from those seeking to remove more than the maximum 3 tree per year allowance. The balance of the removals was granted under the exemption portion of the ordinance, which does not require tree replacement.

We had 34 additional trees planted in various locations around the City, including the 20 Trees in Bloomview Park by the Stony Pointe Homeowners Association, a follow up on a commitment to plant a green screen at the Community House (6), 1 River Birch was planted in memory of a tree lover along the Paint Creek in the Municipal Park and 7 trees were planted along the Paint Creek Berm at the Trail Crossing at Ludlow.

Our relatively new "Sponsor an Existing Tree" program has taken off and we had 6 participants this year who pay \$200 for the right to hang a Butterfly Tree Charm on the tree of their choice in the Municipal Park. The proceeds go to maintain and expand our Butterfly Gardens by the Sundial at the entrance to the Park.

We once again were certified by the Arbor Day Foundation as a Tree City USA for 2023, making it our 11th straight year! The 2024 Application is pending approval in early 2025 which will make it an even dozen 12 years!

As always, please feel free to call me if you have questions about the details of this report.



City of Rochester

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MEMORANDUM

Date: February 3, 2025
To: Nik Banda, City Manager
From: Nicholas Schaefer, DPW Director
Jason Dickinson, Superintendent DPW
Subject: Motor Vehicle repairs for 761 sewer Vactor
Budget Impacts: 661-269.000-782.100 Parts - \$ 12,525.43
661-269.000-932.001 Contracted services - \$10,500.00

Issue: Need for outside contracted services for special parts and repairs for the Sewer Vactor Truck.

Analysis: The Department of Public Works has owned, maintained and operated the Sewer Vactor truck since 2016. There are several items that are part of the vehicle that are not able to be repaired in-house due to the need for welding, the size of Cranes needed for lifting of the parts to install etc. The quoted repair costs are as follows: Parts - \$12,525.43 Contracted services - \$10,500.00

Requested Action: DPW is requesting Council approval to spend \$23,025.43 to make repairs to the Sewer Vactor.

Attachment(s): Pictures of repair needs
Quote



NORTHVILLE
 777 DOHENY Dr
 Northville MI 48167

Date: 1/17/2025
 Time: 11:14

JOB CARD (ESTIMATE)

No: 81963

Invoice To:

ROCHESTER, CITY OF
 400 SIXTH STREET
 ROCHESTER MI 48307

Ship To:

ROCHESTER, CITY OF
 400 SIXTH STREET
 ROCHESTER MI 48307

INFORMATION

Job Code:	81963	Branch:	1100
Service Date:	11/8/2024	Warehouse:	1100
Exp. Complete Date:	11/8/2024	Site Code:	_MAIN
Type:	EXTERNAL	Cust. Code / Name:	ROCH0005
Mechanic:	UNALLOCATED MECHANIC BR 1100	Customer Eq. No.:	761
Make / Model :	VA/2100P	Serial Number:	16-07V-16316
Equipment No.:	13051	Meter Read(Hrs):	2089.00
Equipment Desc:	2115SE2P100A - 2115 SE 2-STAGE PLUS 100GPM A	Meter Read(Kms):	0.00
Reason:	SERVICE RETAIL WORK TO BE BILLED TO CUSTOMER	Job Desc:	ROCHESTER; INNER BOOM TUBE REPLACEMENT

NOTES

Note:
 CONTACT: RYAN (248)709-9124

- THIS IS AN ESTIMATE FOR THE BELOW REPAIRS:
- INNER BOOM TUBE REPLACEMENT
 - UPPER & LOWER DEBRIS HOSES
 - ROTEK REPAACEMENT
 - UPPER & LOWER SWIVEL REPLACEMENTS
 - FRONT BALL VALVE
 - REAR BODY DEFLECTOR PLATES
 - FLOAT BALL SEAT WORK INSIDE BODY
 - RETRO FIT SIDE HOSE REELS TO ONE HOSE REEL, WITH HIGH PRESSURE WASHDOWN GUN

DETAILS

Part No.	Description	Date	Qty	Unit Sell	Discount	Line Sell
LABOR						
	GENERAL LABOR	1/6/2025	60.00	\$175.00	0.00%	\$10,500.00

THIS ESTIMATE IS VALID FOR 30 DAYS AND IS SUBJECT TO STOCK AVAILABILITY WHEN YOUR ORDER IS RECEIVED
ESTIMATE DOES NOT INCLUDE TAX OR ANY APPLICABLE FREIGHT CHARGES
PLEASE SEE OUR TERMS AND CONDITIONS ON OUR WEBSITE TEAMJDC.COM





NORTHVILLE
 777 DOHENY Dr
 Northville MI 48167

Date: 1/17/2025
 Time: 11:14

JOB CARD (ESTIMATE)

No: 81963

					Total LABOR:	\$10,500.00	
OTHER							
MISC CHARGE	PAINT AND PAINT SUPPLIES	1/14/2025	1.00	\$342.67	0.00%	\$342.67	
MISC CHARGE	MISC HOSES & FITTINGS	1/14/2025	1.00	\$425.00	0.00%	\$425.00	
					Total OTHER:	\$767.67	
PART							
HF-5404-12-08	12MP-08MP HEX NIPPLE	1/14/2025	1.00	\$4.04	0.00%	\$4.04	
JS-4EF4-S-L S	1/2 STRAIGHT-THRU COUP, 1/2 F-NPTF 303SS, LOCK SLE	1/14/2025	1.00	\$46.50	0.00%	\$46.50	
RC-2-HR1004-3	BUMPER STOP ASS'Y, 1/2"	1/14/2025	1.00	\$16.00	0.00%	\$16.00	
RC-DP78000 MP	HOSE REEL, 1/2 X 50FT	1/6/2025	1.00	\$637.00	0.00%	\$637.00	
SE-40052	3" REFLECTOR	1/6/2025	1.00	\$2.40	0.00%	\$2.40	
SE-40053	3" AMBER REFLECTOR	1/6/2025	1.00	\$3.09	0.00%	\$3.09	
V3-16585AJD	GASKET, 8" RUBBER	1/6/2025	2.00	\$7.00	0.00%	\$14.00	
V3-16585JD	GASKET 8" RUBBER	1/6/2025	2.00	\$7.00	0.00%	\$14.00	
V3-31014AVJ D	1/2" X 50' LEAD	1/14/2025	1.00	\$130.00	0.00%	\$130.00	
V3-40575JD	VALVE,BALL,1/2,5800	1/14/2025	1.00	\$55.00	0.00%	\$55.00	
V3-43941JD	BALL VALVE, 1 1/4IN-HYCON 2 WAY BALL VALVE	1/6/2025	1.00	\$196.00	0.00%	\$196.00	
V3-508656AJ D	HIGH PRESSURE WASH DOWN GUN	1/14/2025	1.00	\$290.00	0.00%	\$290.00	
V3-58795JD	HOSE END WELD,8IN X 5INLG	1/6/2025	3.00	\$75.00	0.00%	\$225.00	
V3-61297DJD	BLOCK, STOP TOOTH- OFFSET HOLE	1/6/2025	2.00	\$53.00	0.00%	\$106.00	
VA-27120B	FLANGE WELD - INLET ADAPTER	1/6/2025	1.00	\$356.08	0.00%	\$356.08	
VA-27771	ELBOW WELDMENT,70 DEGREE	1/6/2025	1.00	\$1,203.52	0.00%	\$1,203.52	
VA-43941	BALL VALVE 1 1/4 5000 PSI	1/6/2025	1.00	\$373.85	0.00%	\$373.85	
VA-43947F	SWIVEL JOINT 1 1/4 IN.	1/6/2025	2.00	\$704.24	0.00%	\$1,408.48	
VA-44580	SHSS, 1/2X1, ZN	1/6/2025	8.00	\$5.31	0.00%	\$42.48	
VA-44581B	SPRING,SS,3/8X16 LG	1/6/2025	1.00	\$11.38	0.00%	\$11.38	
VA-44645	DIE SPRING	1/6/2025	2.00	\$21.84	0.00%	\$43.68	
VA-45548H	BEARING,HARDENED RACEWAY	1/6/2025	1.00	\$959.20	0.00%	\$959.20	
VA-45551A	AIR CYLINDER - 1.0625IN X 1IN ST	1/6/2025	2.00	\$95.31	0.00%	\$190.62	
VA-45552	AIR CYLINDER BRACKET	1/6/2025	2.00	\$7.38	0.00%	\$14.76	
VA-46564	DEBRIS HOSE,8X62,RUBBER	1/6/2025	1.00	\$667.61	0.00%	\$667.61	
VA-49248	UNION, LUBE SYSTEM	1/6/2025	1.00	\$39.80	0.00%	\$39.80	

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NORTHVILLE
 777 DOHENY Dr
 Northville MI 48167

Date: 1/17/2025
 Time: 11:14

JOB CARD (ESTIMATE)

No: 81963

DETAILS

Part No.	Description	Date	Qty	Unit Sell	Discount	Line Sell
VA-49654-SP	SEAL ASSEMBLY	1/6/2025	1.00	\$492.06	0.00%	\$492.06
VA-502936E	DEFLECTOR PLATE WELDMENT,CENTR	1/6/2025	1.00	\$519.95	0.00%	\$519.95
VA-502936F	DEFLECTOR PLATE WELDMENT,LH	1/6/2025	1.00	\$414.47	0.00%	\$414.47
VA-502936G	DEFLECTOR PLATE WELDMENT,RH	1/6/2025	1.00	\$414.47	0.00%	\$414.47
VA-506003D	DOOR PROP LATCH	1/6/2025	1.00	\$86.28	0.00%	\$86.28
VA-54428A	HOSE ASSEMBLY 8IN	1/6/2025	1.00	\$1,254.01	0.00%	\$1,254.01
VA-59826	AIR SEAL SEGMENT-110 TELE BOOM	1/6/2025	10.00	\$21.61	0.00%	\$216.10
VA-59826A	AIR SEAL SEGMENT- 5X5 TELE BOO	1/6/2025	2.00	\$13.01	0.00%	\$26.02
VA-59832A	SPRING KEEPER ROD WELD. 5X5 BO	1/6/2025	2.00	\$37.91	0.00%	\$75.82
VA-62031K	INNER TUBE WELDMENT	1/6/2025	1.00	\$1,265.40	0.00%	\$1,265.40
VA-81766B	SPACER, ROTATING HOSE REEL 1/4	1/6/2025	2.00	\$65.02	0.00%	\$130.04
Total PART:						\$11,945.11
SSHPSUPPLY						
SHOP SUPPLIES	SHOP SUPPLIES		1.00	\$1,160.64	0.00%	\$1,160.64
Total SSHPSUPPLY:						\$1,160.64

\$580.32

Agreed to 50% reduction

Name: _____

Total For Job 81963: **\$24,373.42**

Signature: _____

Date: _____

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Jason Dickinson

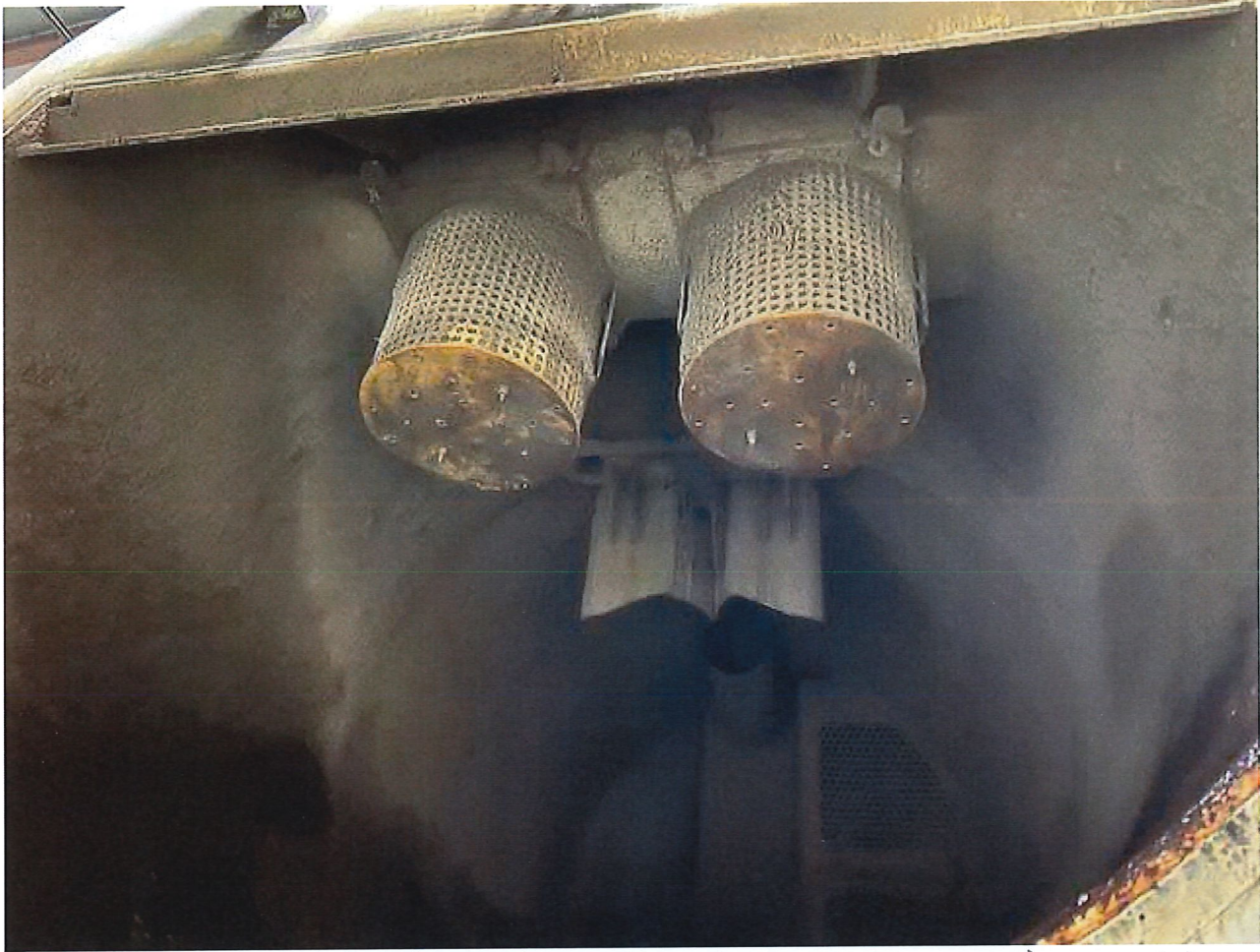
From: Jason Dickinson
Sent: Tuesday, February 4, 2025 8:18 AM
To: Jason Dickinson
Subject: Vactor repair pics



FRONT RODDER HOSE TURRET BEARING AND LOCK.



SUCTION INNER EXTENSION TUBE.



Sent from my iPhone

CHECK VALVES & DEFLECTION SHIELDS.



ROCHESTER AREA YOUTH ASSISTANCE BOARD OF DIRECTORS MEETING AGENDA

Tues, Jan 28, 2025

5:15 p.m.

Rochester Fire Station

Welcome – *Lindsay Wood*

Nov 28, 2024 Meeting Minutes Approval – *Kristin Landis-Piwowar*

Caseworker's Report – *Amy Sullivan*

Admin's Report – *Miheala Becker*

Treasurer's Report – *Liang Fu*

Updates from recent events:

Dec 6 – Oakland County Youth Assistance Breakfast

Dec 6 – Kris Kringle

Jan 12 – Pancake Breakfast

Jan 18 – RHGYC Social Reset Event

Jan 22 – Nonprofit Peer Solution Group

Committee Reports:

By-Laws – *Leslie Sheldon*

Financial Assistance – *Jan Willhite-Iserman*

Fundraising – *Lindsay Wood*

Membership –

Scholarships – *Debbie Jones*

Youth Council - *Charlie Rewold*

Youth Recognition – *Debbie Jones*

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

Upcoming dates:

Feb 9 – Pancake Breakfast – *Please volunteer!*

Feb 10 – Deadline for Nominations for Youth Recognition Event

Feb 25 – RAYA Board Meeting

Feb 20–Mar 13 – “Overcoming Anger and Frustration”

Mar 11 – Youth Recognition Reception



City of Rochester

400 Sixth Street
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F: (248) 733-3170
www.rochestermi.org

PLANNING COMMISSON REGULAR MEETING AGENDA

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

See Attached Document for Virtual Meeting Instructions

400 Sixth Street	February 3, 2025	7:00 PM
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1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comment
4. Approval of the Minutes
 - A. Consideration of the Minutes of the Regular Meeting of January 6, 2025.
5. Public Hearings
6. Considerations:
 - A. Discussion of the next steps in the Master Plan approval process.
7. Miscellaneous
8. Public Comment
9. Adjourn

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



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PRINCIPAL SHOPPING DISTRICT BOARD MEETING AGENDA

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

Downtown Collaboration Studio, 431 S. Main	February 5, 2025	5:30 pm
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1. Call to Order
2. Roll Call
3. Approval of Meeting Minutes – January 8, 2025
4. FYE 2026 Goals & Objectives Discussion
 - a. Proposed 2025 Event Calendar
 - b. Events for Discussion
 - Downtown Cookie Stroll
 - Downtown Rochester Farmers’ Market 2025 Season
 - c. PSD Assessment Renewal Discussion
 - d. Additional Ideas & Discussion
5. Reports
 - a. PSD Financial Report
 - b. Events & Marketing Update
 - c. Executive Director Report
6. Miscellaneous
7. Adjourn



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COMPENSATION COMMISSION

AGENDA

**Michael Mackens, Mike Plesche, Blake Pollock,
Margaret Shepard, Jana Yezak**

400 Sixth Street	February 6, 2025	5:30 PM
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1. Call to Order – City Clerk
2. Roll Call – City Clerk
3. Oath of Office - City Clerk
4. Selection of Chair
5. Report from City Administration
6. Discussion
7. Consideration of meeting schedule
8. Public Comment
9. Adjourn

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



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FINANCE & BUDGET COMMITTEE MEETING AGENDA

*Stuart Bikson, Marilyn Trent, Debbie Jones, Nik Banda,
Anthony Moggio, Marcy Moriwaki*

400 Sixth Street

Friday, February 7, 2025

8:00 am

1. FYE 2026 February Workshop #2 Topics
 - Meeting Kick-Off
 - Council Questions Review
 - Funding Source Options
 - Library Millage Discussion
 - Budget Timeline & Next Steps

2. Next meeting proposed date on Friday, March 21st at 8 am.