



# Royal Oak

## NOTICE OF CITY COMMISSION MEETING

August 12, 2024 | 7:30p.m.

Royal Oak residents, visitors to the city and vendors with business before the city commission are welcome to attend all public meetings of the city commission or remotely through viewing options listed below.

Individuals attending the meetings may participate in public comment when a public hearing is opened for comment; and/or when the member of the public has an agenda item. All individuals wishing to speak will raise their hand and after being recognized by the meeting chair, shall proceed to the lectern unless a physical impairment requires adaptive alternative. They shall state their full name (providing accurate spelling) and state the topic(s) to be discussed.

Public comment is welcome for items appearing on the agenda or any matter of city concern. Public comment is made in-person during this portion of the meeting. An individual shall be allowed to speak only once during the public comment portion of a meeting agenda or a public hearing. Speakers shall be limited to a presentation of three minutes. \*

### View or Listen Live

**Broadcast from City Commission Chambers 121**  
**WROK WOW Channel 10 | Comcast Channel 17**

**WROK You Tube** <https://www.youtube.com/channel/UC4ybfAUGhd-GQM2jbJFKbOg>

**WROK Live Stream:** <https://www.romi.gov/523/Live-Stream-and-Video-on-Demand>

### Additional Information

Members of the public shall be allowed exhibits, displays and visual aids which will be used in connection with presentations of agenda items coming before the city commission at their meeting. Any member of the public desiring to distribute support materials shall *submit these to the city manager's office the Friday prior meeting.*

*\*Speakers requesting more than three minutes must have such period of time extended by a vote of the city commission. Any member of the public recognized by the meeting chair whose time to comment, or present has expired will be directed by the meeting chair to cease speaking. Should a second request from the meeting chair be required, the speaker shall immediately cease and failing to do so will cause removal of this individual from the meeting.*



## Agenda

### Royal Oak City Commission Meeting

Monday, August 12, 2024, 7:30 p.m.

City Hall Commission Chambers Room 121

203 South Troy Street

Royal Oak, MI 48067

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 248-246-3050 at least two (2) business days prior to the meeting.

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15.	Adjournment	



## Minutes

### Royal Oak City Commission Meeting

July 22, 2024, 7:30 p.m.  
City Hall Commission Chambers Room 121  
203 South Troy Street  
Royal Oak, MI 48067

Present: Mayor Fournier  
Commissioner Cheezum  
Commissioner Douglas  
Commissioner Herzog  
Mayor Pro Tem Hunt  
Commissioner Kolo  
Commissioner Macey

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**1. Call to Order by Mayor Fournier**

The meeting was called to order by Mayor Fournier at 7:30 p.m.

**2. Invocation by Mayor Pro Tem Hunt**

**3. Pledge of Allegiance**

**4. Approval of Agenda**

Moved by: Commissioner Macey

Seconded by: Commissioner Herzog

Be it resolved, the city commission hereby approves the agenda for the July 22, 2024 meeting.

Motion Adopted

**5. Police Department Check Presentation to Team Tessa**

Police Chief Moore and members of the police and fire departments presented a check to Love, Team Tessa in the amount of \$32,500.

**6. Proclamation Designating July 26, 2024 as Americans with Disabilities Act Awareness Day in Royal Oak**

Mayor Fournier presented the proclamation to Annie Urasky, Vice-Chair of the Human Rights Commission.

WHEREAS, the Americans with Disabilities Act (ADA) was signed into law on July 26, 1990, establishing a clear and comprehensive national mandate for the elimination of discrimination to ensure the civil rights of people with disabilities; and,

WHEREAS, the ADA has expanded opportunities for Americans with disabilities by reducing barriers, changing perceptions, and increasing opportunities for full participation and inclusion in community life; and,

WHEREAS, continued commitment to the principles of the ADA is necessary to help individuals with disabilities reach their full potential; and,

WHEREAS, on July 26, 2019, our city, state and nation will commemorate the 29th anniversary of the Americans with Disabilities Act, recognizing and celebrating the progress that has been made; and,

WHEREAS, the City of Royal Oak encourages people to reaffirm the principles of equality and inclusion laid out in the ADA and recommit our efforts to reach full ADA compliance so that every person in our city has the opportunity to succeed.

WHEREAS, the full promise of the ADA will only be reached if we remain committed to continuing our efforts to fully implement the ADA; and,

NOW, THEREFORE, the Royal Oak City Commission, do hereby proclaim July 26, 2024 in the City of Royal Oak as Americans with Disabilities Act Awareness Day.

## **7. Public Comment**

Mary Anne Vanhaitsma, 2624 Glenwood Road, spoke about the pull-off lane for Royal Oak Middle School and hoped that the commission would support the item.

Allan Weinstein wanted to place a tent during the Dream Cruise and wanted information regarding the permit process.

Bill Harrison, 2729 Trafford, spoke about approval of development projects that violate the rights of businesses and residents. He spoke about the actions of the ZBA.

Nancy Poprafsky spoke about the destruction of trees at the 13 and Greenfield Project. She spoke about having compassion for those with disabilities.

Gail VonStaden, 504 S Washington, spoke about the ZBA and issues with the development at 13 and Greenfield.

Phyllis Salter spoke about meetings being closed to the public. She didn't see anything in OMA where a resident can't use a commissioner's name in their comments.

## **8. Consent Agenda**

Moved by: Commissioner Macey

Seconded by: Commissioner Douglas

Be it resolved, that the city commission hereby approves the agenda for the July 22, 2024 meeting.

Motion Adopted

### **8.a City Commission Meeting Minutes June 24, 2024**

Be it resolved, the city commission meeting minutes of June 24, 2024 are hereby approved.

### **8.b City Commission Meeting Minutes July 8, 2024**

Be it resolved, the city commission meeting minutes of July 8, 2024 are hereby approved.

### **8.c Claims**

#### **8.c.1 July 12 2024**

Be it resolved, the claims of July 12 2024 are hereby approved.

#### **8.c.2 July 23 2024**

Be it resolved, the claims of July 23 2024 are hereby approved.

### **8.d Approval of Purchase Orders**

Be it resolved, the city commission approves the following requisition/purchase orders for fiscal year 2024-25:

Requisition #	R008461
Vendor:	Detroit Salt Company
Requesting approval for:	\$250,000
Price Source:	bid by another entity/Farmington Hills (awarded April 2023), lowest of 3 bids
Budgeted:	\$250,000
Department / Fund:	major & local streets / streets winter maintenance

Description: rock salt  
Requisition # R008457  
Vendor: Allied Printing  
Requesting approval for: \$111,560  
Price Source: estimation  
Budgeted: \$111,560  
Department / Fund: water billing & treasurer / water & sewer & general  
Description: water & tax billing printing & postage

Requisition # R008463  
Vendor: Howard L Shifman PC  
Requesting approval for: \$96,000  
Price Source: quote (1)  
Budgeted: \$96,000  
Department / Fund: human resources / general  
Description: labor attorney special retainer

Requisition # R008460  
Vendor: NYE Uniform  
Requesting approval for: \$87,000  
Price Source: estimation  
Budgeted: \$87,000  
Department / Fund: police & fire / public safety  
Description: uniforms for police & fire

Requisition # R008458  
Vendor: Eganix Inc.  
Requesting approval for: \$97,560  
Price Source: estimation

Budgeted:	\$97,560
Department / Fund:	sewer maintenance / water & sewer
Description:	micro tab for grease in CBD sewers
Requisition #	R008455
Vendor:	Bound Tree Medical LLC
Requesting approval for:	\$60,000
Price Source:	bid by another entity/Farmington Hills (awarded February 2020) on behalf of the southeast Michigan emergency medical supplies cooperative (SMEMS) with extensions to the MITN purchasing cooperative
Budgeted:	\$60,000
Department / Fund:	ambulance services / public safety
Description:	fire & EMS supplies
Requisition #	R008456
Vendor:	Municipal Emergency Services Requesting
approval for:	\$60,000
Price Source:	Sourcwell contract (#011124-MES)
Budgeted:	\$60,000
Department / Fund:	public safety / fire
Description:	fire uniform clothing & gear
Requisition #	R008466
Vendor:	Rocket One Stop Office
Requesting approval for:	\$60,000
Price Source:	estimation
Budgeted:	\$60,000
Department / Fund:	multiple / multiple
Description:	printing services for flyers, signs, stickers, etc.

Be it resolved, the city commission approves the following requisition/purchase orders for fiscal year 2023-24:

Requisition #	R007677 change order
Vendor:	JH Hart Urban Forestry
Requesting approval for:	\$40,000 additional for a total of \$640,000
Price Source:	estimation
Budgeted:	\$640,000
Department / Fund:	solid waste / solid waste
Description:	tree trimming, removal & forestry issues

Requisition #	R007724 change order
Vendor:	Midwest Tape
Requesting approval for:	\$6,000 additional for a total of \$131,000
Price Source:	estimation
Budgeted:	\$131,000
Department / Fund:	library / library
Description:	downloadable- audio, video, etc. / library
video & audio resources	

Requisition #	R007791 change order
Vendor:	Allied Printing
Requesting approval for:	\$4,350 additional for a total of \$113,550
Price Source:	estimation
Budgeted:	\$113,550
Department / Fund:	water billing & treasurer / water & sewer & general
Description:	water & tax billing printing & postage

Requisition #	R007685 change order
Vendor:	Eganix Inc.



Requesting approval for: \$2,560 additional for a total of \$97,560  
Price Source: estimation  
Budgeted: \$97,560  
Department / Fund: sewer maintenance / water & sewer  
Description: micro tab for grease in CBD sewers

Requisition # R007963 change order  
Vendor: Miller, Canfield, Paddock, and Stone  
Requesting approval for: \$3,870 additional for a total of \$86,530  
Price Source: estimation  
Budgeted: \$86,530  
Department / Fund: attorney / general  
Description: services for a class action lawsuit

Requisition # R007770 change order  
Vendor: Core & Main  
Requesting approval for: \$3,000 additional for a total of \$83,000  
Price Source: estimation (all individual purchases are below \$10,000)  
Budgeted: \$83,000  
Department / Fund: water maintenance / water & sewer  
Description: curb stop/box copper, bricks, block, mortar, pipes

Requisition # R007763 change order  
Vendor: D'Angelo Brothers Inc.  
Requesting approval for: \$1,050 additional for a total of \$61,050  
Price Source: bid by another entity (Oakland County/contract #008856)  
Budgeted: \$61,050  
Department / Fund: water maintenance / water & sewer

Description: lead water line replacements

Requisition # R007767 change order

Vendor: SRM Concrete

Requesting approval for: \$15,000 additional for a total of \$55,000

Price Source: estimation

Budgeted: \$55,000

Department / Fund: streets & water & sewer maintenance /  
major & local streets & water & sewer

Description: concrete

Requisition # R007748 change order

Vendor: Municipal Emergency Services

Requesting approval for: \$2,000 additional for a total of \$50,000

Price Source: Sourcewell contract (#011124-MES)

Budgeted: \$50,000

Department / Fund: public safety / fire

Description: fire uniform clothing & gear

Requisition # R007683 change order

Vendor: BigBelly

Requesting approval for: \$4,000 additional for a total of \$41,000

Price Source: in a multi-year contract

Budgeted: \$41,000

Department / Fund: solid waste / solid waste

Description: high capacity refuse/recycling station

Requisition # R008101 change order

Vendor: Interior Environments

Requesting approval for: \$1,740 additional for a total of \$39,870

Price Source: quote (all individual purchases are below \$9,000)  
Budgeted: \$39,870  
Department / Fund: multiple / multiple  
Description: office furniture

Requisition # R007728 change order  
Vendor: Thomson Reuters - West  
Requesting approval for: \$2,000 additional for a total of \$32,000  
Price Source: MIDeal pricing  
Budgeted: \$32,000  
Department / Fund: district court & attorney / general  
Description: books & subscriptions

Requisition # R007713 change order  
Vendor: James Orr  
Requesting approval for: \$990 additional for a total of \$30,990  
Price Source: estimation (in the process of reviewing multiple quotes from other vendors)  
Budgeted: \$30,990  
Department / Fund: parks & forestry / general  
Description: bathing cleaning at Normandy Oaks & Starr Jaycee

Requisition # R007686  
Vendor: Truck & Trailer Specialties  
Requesting approval for: \$30,000  
Price Source: estimation (MiDeal pricing/contract #240000000167)  
Budgeted: \$30,000

Department / Fund:	motor pool / motor pool
Description:	vehicle repair & maintenance parts as needed
Requisition #	R007714
Vendor:	Rowerdink
Requesting approval for:	\$30,000
Price Source:	estimation (all individual purchases are below \$2,000)
Budgeted:	\$30,000
Department / Fund:	motor pool / motor pool
Description:	vehicle repair & maintenance parts as needed

**8.e Easement Agreement for Pull-Off Lane at Royal Oak Middle School**

Be it resolved, the commission hereby authorizes the mayor and city clerk to execute the easement agreement with Royal Oak Schools of 800 De Villen Avenue, Royal Oak, Michigan for an encroachment into the public right-of-way at 709 N. Washington Avenue for installation of a parking pull-off lane.

**8.f Award of Contract for Fair Housing Testing Services**

Whereas the Royal Oak City Commission is committed to furthering fair housing and understands the purpose of fair housing testing.

Be it resolved, the Royal Oak City Commission hereby approves entering into contract with the Fair Housing Center of Metropolitan Detroit of Detroit, Michigan for fair housing testing services at a price not to exceed \$5,000.

Be it further resolved, the Mayor and City Clerk are hereby authorized to execute the contract for services.

**8.g Award of Contract for Rent and Utility Assistance Program**

Be it resolved, the Royal Oak City Commission hereby approves entering into contract with the Legal Aid & Defender Association, Inc. of Detroit, Michigan to operate a rent and utility assistance program at a price not to exceed \$55,000.

Be it further resolved, the Mayor and City Clerk are hereby authorized to execute the contract for services.

**8.h Approval of RO Logo License Agreement, Policy/Procedure and Application**

BE IT RESOLVED, that the Royal Oak City Commission hereby approves the proposed Policy/Procedure, Application and License Agreement for the use of the City logo by 3rd parties.

BE FURTHER RESOLVED, that the Royal Oak City Commission hereby approves an application fee of \$110.00 to apply for the use of the City Logo.

**8.i Approval of Amendment to Administrative Rule Change for Executive Department Heads**

BE IT RESOLVED, the Royal Oak City Commission hereby approves the interim city manager's recommendation to amend the administrative rules to include the appointed positions of city attorney, city clerk, and city manager in the executive department heads group for any and all pay and benefits that have been previously approved for other collective bargaining units; and

BE IT FINALLY RESOLVED, the Royal Oak City Commission hereby approves the interim city managers recommendation to amend the administrative rules change as adopted on July 8, 2024, to now read "changes to budgeted salary and other adjustments offered to the other administrative groups, as they apply".

**8.j Receive and File**

8.j.1 May 2024 Investment Report

**9. EBSCO Solar Library Grant**

Moved by: Commissioner Macey

Seconded by: Commissioner Herzog

BE IT RESOLVED, the Royal Oak City Commission hereby approves acceptance of an EBSCO Library Grant for the Library Solar Project to implement a 137 kW Solar Photovoltaic System.

Whereas, the proposed project meets the Royal Oak Strategic Plan and the Sustainability and Climate Action Plan and,

Whereas, the grant requires that the City of Royal Oak certify compliance with requirements, and project costs.

Therefore, be it resolved that; the Royal Oak City Commission hereby approves participation in the EBSCO Library Grant program in the amount of \$70,000 as contributory funding for the Library Solar Project currently estimated at a total cost of \$320,000.

Be it further resolved that the Grants Coordinator and Library Director are authorized to sign and submit all grant-related documents on behalf of the City of Royal Oak relative to the EBSCO Library Solar Grant.

Motion Adopted

**10. Community Energy Management Grant 2024**

Moved by: Commissioner Herzog

Seconded by: Commissioner Kolo

BE IT RESOLVED, the Royal Oak City Commission hereby approves acceptance of a State of Michigan EGLA Community Energy Grant through their Materials Management Division for the purpose of implementing a Battle of the Buildings approved project.

Whereas, the proposed project meets the Sustainability and Climate Action Plan goals and,

Whereas, the grant requires that the City of Royal Oak certify compliance with requirements, and project costs.

Therefore, be it resolved that; the Royal Oak City Commission hereby approves participation in the Community Energy Management Grant in the amount of \$100,000 with no matching funds required for completion prior to 8/31/2025.

Be it further resolved that the Grants Coordinator and Sustainability Manager are authorized to sign and submit all grant-related documents on behalf of the City of Royal Oak relative to the EGLE Community Energy Grant Program.

Motion Adopted

**11. Consideration of First Amendment to Greenfield Lane Apartments Planned Unit Development**

Rudy Kashat, petitioner, spoke to the commission and answered questions.

Moved by: Commissioner Kolo

Seconded by: Commissioner Macey

Be it resolved, the city commission denies the proposed amendment.

Motion Adopted

**12. Request to Reserve American Rescue Plan Act Funds To New Affordable, Multiple-Family Housing Developments**

Dennis Cowan made brief presentation on behalf of the Akouri Group and took questions from the commission. Stephen Dronen made a brief presentation on behalf of Lockwood Development and took questions from the commission.

The commission wanted additional information from Oakland County and no action was taken on this item.

**13. Adjournment**

Moved by: Commissioner Douglas  
Seconded by: Commissioner Herzog

Motion to adjourn at 9:32 p.m.

Motion Adopted

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Melanie Halas, City Clerk

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Michael C. Fournier, Mayor



**PAYROLL #606 & 607**PAYROLL DATE: 07/26/24**HUNTINGTON - PAYROLL**

DIRECT DEPOSIT \$1,596,287.09

PAPER CHECK

ADJUSTMENTS

\$1,596,287.09**ELECTRONIC MONEY TRANSFER - ACH**

IRS

FED. W/H	333,496.19
SOC SEC	100,526.68
MEDICARE	65,358.94

499,381.81

STATE OF MICHIGAN TREASURY

73,575.56

FRIEND OF THE COURT

2,747.36

MISSIONSQUARE

116,129.93

NATIONWIDE

39,284.47

MERS

27,482.99

TASC

10,091.96**ACCOUNTS PAYABLE - CHECKS**

MICHIGAN EDUCATION TRUST

-

MISC DEDUCTIONS

193.54

UNION DUES

PSA	-
POA	-
Command	-
Detectives	-
DPS	-
Fire	-
TPOAM	-
Parking	-

UNION DUES

-**GRAND TOTAL****\$ 2,365,174.71**

08/01/2024 11:51 AM  
User: JudyG  
DB: Royal Oak

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF ROYAL OAK  
EXP CHECK RUN DATES 08/06/2024 - 08/06/2024  
JOURNALIZED  
PAID

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Vendor Code	Vendor Name	Description	Amount
Invoice			
14192	TRIPLE J'S LAWN CARE & LANDSCAPING		
565	LAWN MAINTENANCE JUNE 10-JULY 22		1,225.00
TOTAL FOR: TRIPLE J'S LAWN CARE & LANDSCAPING			1,225.00
RBOND	123 Net		
BENG-220094	BD Bond Refund		10,000.00
TOTAL FOR: 123 Net			10,000.00
19517	37TH DISTRICT COURT		
R02443	BOND RECEIPT/CORGIAL, W		200.00
TOTAL FOR: 37TH DISTRICT COURT			200.00
05990	4IMPRINT		
06/30/2024	ENGINEERING DEPT SHIRTS		830.44
TOTAL FOR: 4IMPRINT			830.44
05289	AA OF GREATER DETROIT		
07/19/2024	COURT REFERENCE PUBLICATIONS		525.00
TOTAL FOR: AA OF GREATER DETROIT			525.00
17782	ABC CIRCUS		
08142024	FARMERS MKT SIGHTS & SOUNDS AUG 14		200.00
TOTAL FOR: ABC CIRCUS			200.00
18664	ABLEVU		
07/22/2024	LIBRARY YEARLY SUBSCRIPTION 7/21/24-7/21/25		299.00
TOTAL FOR: ABLEVU			299.00
02044	ACTION MAT & TOWEL RENTAL		
617444	MAT RENTALS		288.11
TOTAL FOR: ACTION MAT & TOWEL RENTAL			288.11
00008	ADE INC		
58996	NEEDS ASSESSMENT		600.00
TOTAL FOR: ADE INC			600.00
19483	SARMAD ADWISH		
07222024	JUROR FEE		17.00
TOTAL FOR: SARMAD ADWISH			17.00
00035	AFLAC		
345152	A8734 PAYROLL		5,846.32
TOTAL FOR: AFLAC			5,846.32
14637	AIR HANDLERS SERVICE		
21009241	HEATING/COOLING REPAIRS COURT		935.00
21009242	HEATING/COOLING REPAIRS COURT		3,216.64
TOTAL FOR: AIR HANDLERS SERVICE			4,151.64
RBOND	AIS CARPET OUTLET		
00270170	BD Payment Refund		30.00
TOTAL FOR: AIS CARPET OUTLET			30.00
00043	AIS CONSTRUCTION EQUIPMENT		
Y15280	PARTS FOR LOADER		5,267.31
TOTAL FOR: AIS CONSTRUCTION EQUIPMENT			5,267.31

08/01/2024 11:51 AM  
User: JudyG  
DB: Royal Oak

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF ROYAL OAK  
EXP CHECK RUN DATES 08/06/2024 - 08/06/2024  
JOURNALIZED  
PAID

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
06106	AJAX PAVING INDUSTRIES INC		
	CAP2315 PE11	2023 MAJOR ROAD IMPROVEMENTS/ASPHALT RESURFACING	577,976.00
TOTAL FOR: AJAX PAVING INDUSTRIES INC			577,976.00
13328	ALDI		
	06/28/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	36.44
TOTAL FOR: ALDI			36.44
03340	ALLIANCE ENTERTAINMENT LLC		
	PLS810243211	LIBRARY AUDIO & VIDEO RESOURCES	1,353.02
TOTAL FOR: ALLIANCE ENTERTAINMENT LLC			1,353.02
15217	ALTA EQUIPMENT COMPANY		
	SP1/116555	VEHICLE REPAIR & MAINTENANCE PARTS	365.86
TOTAL FOR: ALTA EQUIPMENT COMPANY			365.86
17165	AMAZON CAPITAL SERVICES		
	17FN-631W-WHGH	LIBRARY SUPPLIES	23.97
	1DKL-NNFF-KVM6	LIBRARY SUPPLIES	268.86
	1DRC-GYYL-CWDR	LIBRARY SUPPLIES	16.50
	1FRT-3YMX-79D3	LIBRARY SUPPLIES	64.03
	1K64-NFHV-H6MQ	LIBRARY SUPPLIES	105.00
	1KGR-9H9K-VKRK	LIBRARY SUPPLIES	139.95
	1L61-414G-RK69	LIBRARY SUPPLIES	172.88
	1PXT-Q3G4-49RH	LIBRARY SUPPLIES	34.15
	1T7Q-4K6N-H33P	LIBRARY SUPPLIES	31.98
	1VRG-KHMC-H3WP	LIBRARY SUPPLIES	21.51
TOTAL FOR: AMAZON CAPITAL SERVICES			878.83

08/01/2024 11:51 AM  
User: JudyG  
DB: Royal Oak

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF ROYAL OAK  
EXP CHECK RUN DATES 08/06/2024 - 08/06/2024  
JOURNALIZED  
PAID

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
06654	AMAZON.COM		
	06/28/2024	CREDIT - BUILDING DEPT ITEM NEVER RECEIVED	(13.43)
	06/28/2024	PARKING DEPT OFFICE SUPPLIES	30.26
	06/28/2024	POLICE MISC. OPERATING SUPPLIES	71.28
	07/01/2024	BUILDING DEPT OFFICE SUPPLIES	13.43
	07/02/2024	SENIOR CTR OPERATING SUPPLIES	28.21
	07/02/2024	P&F SAND BLAST CABINET GLOVES	18.04
	07/02/2024	P&F CHAINSAW PART	23.99
	07/02/2024	TOOLS & HARDWARE	95.50
	07/03/2024	TOOLS & HARDWARE	81.72
	07/03/2024	TOOLS & HARDWARE	429.99
	07/04/2024	DAY CAMP SUPPLIES	6.99
	07/08/2024	DAY CAMP SUPPLIES	314.56
	07/08/2024	CITY HALL RESTROOM PAPER TOWEL HOLDER	50.29
	07/08/2024	HR DEPT OFFICE SUPPLIES	120.40
	07/09/2024	PLANNING DEPT OFFICE SUPPLIES	138.90
	07/09/2024	CREDIT - MANAGER OFFICE SUPPLIE RETURNED	(67.95)
	07/10/2024	SENIOR CTR OFFICE SUPPLIES	15.47
	07/10/2024	SENIOR CTR OFFICE SUPPLIES	41.26
	07/10/2024	FINANCE DEPT OFFICE SUPPLIES	7.77
	07/10/2024	VEHICLE REPAIR & MAINTENANCE PARTS	176.39
	07/10/2024	POLICE MISC. OPERATING SUPPLIES	132.63
	07/11/2024	ENGINEERING DEPT OFFICE SUPPLIES	10.95
	07/11/2024	P&F WEEDIE PART	23.49
	07/11/2024	P&F 12-VOLT POWER ADAPTER	37.99
	07/11/2024	FINANCE DEPT OFFICE SUPPLIES	21.88
	07/12/2024	P&F CHAINSAW PART	13.90
	07/12/2024	POLICE OFFICE SUPPLIES	102.79
	07/14/2024	BUILDING REPAIR & MAINTENANCE SUPPLIES	110.31
	07/14/2024	BUILDING REPAIR & MAINTENANCE SUPPLIES	106.04
	07/14/2024	POLICE OPERATING SUPPLIES	157.80
	07/14/2024	POLICE OPERATING SUPPLIES	148.20
	07/14/2024	POLICE OPERATING SUPPLIES	164.34
	07/14/2024	MOTOR POOL OPERATING SUPPLIES	21.98
	07/15/2024	POLICE OFFICE SUPPLIES	14.29
	07/15/2024	POLICE OPERATING SUPPLIES	14.20
	07/15/2024	POLICE OFFICE SUPPLIES	17.99
	07/16/2024	SEWER DEPT TOOLS & HARDWARE	43.98
	07/16/2024	FIRE STORAGE SHELF/ORGANIZER	31.99
	07/16/2024	FINANCE DEPT OFFICE SUPPLIES	20.36
	07/16/2024	VEHICLE BATTERIES	22.50
	07/16/2024	MOTOR POOL OPERATING SUPPLIES	199.04
	07/17/2024	DREAM CRUISE SUPPLIES	7.41
	07/17/2024	TOOLS & HARDWARE	164.78
	07/18/2024	ANIMAL SHELTER SUPPLIES	43.06
	07/18/2024	FIRE DEPT OFFICE CHAIR	391.96
	07/19/2024	ANIMAL SHELTER SUPPLIES	18.04
	07/19/2024	FINANCE DEPT OFFICE SUPPLIES	11.89
	07/19/2024	POLICE OPERATING SUPPLIES	85.05
	07/21/2024	P&F WALK BEHIND BLOWER TIRES	49.52
	07/21/2024	FINANCE DEPT OFFICE SUPPLIES	32.47
	07/21/2024	BUILDING REPAIR & MAINTENANCE SUPPLIES	95.88
	07/22/2024	PRESCHOOL SUPPLIES	104.72
	07/23/2024	PRESCHOOL SUPPLIES	16.63
	07/23/2024	SENIOR CTR PROGRAM SUPPLIES	48.97
	07/23/2024	PARKING DEPT OFFICE SUPPLIES	17.98
	07/24/2024	ENGINEERING OFFICE SUPPLIES	9.99
	07/24/2024	FARMERS MKT SUPPLIES	35.96
	07/24/2024	POLICE OFFICE SUPPLIES	33.98
	07/24/2024	POLICE OPERATING SUPPLIES	56.60
	07/25/2024	P&F OFFICE SUPPLIES	13.95
	07/25/2024	IT COMPUTER SUPPLIES & PARTS	83.95
TOTAL FOR: AMAZON.COM			4,322.51

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Invoice			
19409	AMERICAN MANAGEMENT ASSOCIATION		
07/09/2024	ON-DEMAND COMMUNICATION TRAINING/WROBEL		249.00
TOTAL FOR: AMERICAN MANAGEMENT ASSOCIATION			249.00
18061	AMERICAN QUILTERS SOCIETY		
07/24/2024	SENIOR CTR DAY TRIP QUILT SHOW AUG 21		396.00
TOTAL FOR: AMERICAN QUILTERS SOCIETY			396.00
00060	AMERICA'S FINEST PRINTING		
50875	BUSINESS CARDS/FINANCE KIRSTEN L		67.90
50887	BUSINESS CARDS/SANDY IRWIN		67.90
50902	BUSINESS CARDS/FINANCE KYMBERLY C		67.90
50913	BUSINESS CARDS/MURRAY, M		67.90
TOTAL FOR: AMERICA'S FINEST PRINTING			271.60
18893	AMH CREATIVE LLC		
07/01/2024	SENIOR CTR PHOTOS		1,155.66
TOTAL FOR: AMH CREATIVE LLC			1,155.66
19428	LISA ANDREWS		
06242024	JUROR FEE		17.00
TOTAL FOR: LISA ANDREWS			17.00
05423	JOHN ANGOTT		
4/2-6/11 2024	SOBRIETY COURTY APR-JUN		2,100.00
TOTAL FOR: JOHN ANGOTT			2,100.00
19429	JENNIFER ANTONIOTTI		
06242024	JUROR FEE		32.00
TOTAL FOR: JENNIFER ANTONIOTTI			32.00
00018	AT & T		
248336917007 24	203 S TROY ST JUN 11-JUL 10		1,620.71
TOTAL FOR: AT & T			1,620.71
17810	AT & T		
519449	POLICE TOWER/AREA SEARCH REQUEST		220.00
TOTAL FOR: AT & T			220.00
02449	AUDIA CONSTRUCTION		
CAP2405 PE4	2024 CONCRETE STREET IMPROVEMENTS		335,325.52
TOTAL FOR: AUDIA CONSTRUCTION			335,325.52
18595	AUTOMATED LOGIC CONTRACTING SERVICE		
489244	POLICE REPAIR SERVICE		901.00
TOTAL FOR: AUTOMATED LOGIC CONTRACTING SERVICE			901.00
19411	LOGAN BALL		
07242024	SUMMER 3 SWIM INSTRUCTOR		22.59
TOTAL FOR: LOGAN BALL			22.59
17085	SUSAN BARKMAN		
07232024	REIMBURSE MML SUMMER INSTITUTE EXPENSES		867.87
TOTAL FOR: SUSAN BARKMAN			867.87
19430	GELNN BARNA		
06242024	JUROR FEE		17.00
TOTAL FOR: GELNN BARNA			17.00

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Vendor Code	Vendor Name	Description	Amount
Invoice			
15948	JOHN BASCH		
06242024		JUROR FEE	17.00
TOTAL FOR: JOHN BASCH			17.00
07297	CHERYL BAUGH		
SUMMER 2024		YOGA/PILATES CLASSES	1,598.80
TOTAL FOR: CHERYL BAUGH			1,598.80
07210	BEAVER RESEARCH COMPANY		
0373289-IN		MOTOR POOL MISC. OPERATING SUPPLIES	724.69
TOTAL FOR: BEAVER RESEARCH COMPANY			724.69
17457	GERALD BELMAN-SPIVEY		
06242024		JUROR FEE	17.00
TOTAL FOR: GERALD BELMAN-SPIVEY			17.00
11944	BERGER CHEVROLET, INC		
297944		PD FLEET PURCHASES 2024 TAHOE VIN ENDING R297944 RE	52,681.50
298336		PD FLEET PURCHASES 2024 TAHOE VIN ENDING R298336 RE	52,681.50
TOTAL FOR: BERGER CHEVROLET, INC			105,363.00
00141	BIANCO TRAVEL & TOURS INC		
7D98004		SENIOR CTR DAY TRIP PURPLE ROSE JULY 24	2,363.00
TOTAL FOR: BIANCO TRAVEL & TOURS INC			2,363.00
14833	BIG BELLY SOLAR, LLC.		
52529		HIGH CAPACITY REFUSE/RECYCLING STATION 7/10-8/9 202	690.24
52663		HIGH CAPACITY REFUSE/RECYCLING STATION 7/16-8/15 20	1,646.38
52721		HIGH CAPACITY REFUSE/RECYCLING STATION 7/22-8/21 20	504.00
TOTAL FOR: BIG BELLY SOLAR, LLC.			2,840.62
00143	BIG D LOCK & KEY		
7641		514 LAFAYETTE EQUIPMENT ROOM KEYS	17.25
7650		PARKING WATER STAND PIPE LOCKS	96.42
TOTAL FOR: BIG D LOCK & KEY			113.67
00145	BILLINGS LAWN EQUIPMENT		
469690		P&F CHAINSAW PARTS	168.03
469902		P&F WEEDIE PARTS	210.64
470236		P&F WEEDIE PARTS	100.65
470322		CONCRETE SUPPLIES WATER MAINT.	179.99
470365		CREDIT - CONCRETE SUPPLIES	(60.00)
470705		WATER MAINT. TOOLS & HARDWARE	54.98
TOTAL FOR: BILLINGS LAWN EQUIPMENT			654.29
19286	BIOBAG AMERICAS INC.		
06/28/2024		SHOPPING BAGS	90.96
TOTAL FOR: BIOBAG AMERICAS INC.			90.96
13921	BISECTHOSTING		
07/09/2024		LIBRARY PREMIUM MINECRAFT HOSTING	9.98
TOTAL FOR: BISECTHOSTING			9.98
15680	EDITH BLAKNEY LAW FIRM, PLLC		
23BE03354A BW		MIDC COUNSEL	1,116.00
24RO01760 FNL		MIDC COUNSEL	810.00
24RO02390 BW		MIDC COUNSEL	234.00
TOTAL FOR: EDITH BLAKNEY LAW FIRM, PLLC			2,160.00

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Vendor Code	Vendor Name	Description	Amount
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18695	BLUE CROSS BLUE SHIELD OF MICHIGAN		
	240709514153	MEDICARE PLUS BLUE PPO AUG 2024	4,730.90
	240709514154	MEDICARE PLUS BLUE PPO AUG 2024	2,953.41
	240709514155	MEDICARE PLUS BLUE PPO AUG 2024	2,458.08
	240709514156	MEDICARE PLUS BLUE PPO AUG 2024	8,487.05
	240709514157	MEDICARE PLUS BLUE PPO AUG 2024	69,326.10
	240709514158	MEDICARE PLUS BLUE PPO AUG 2024	3,868.35
	240709514159	MEDICARE PLUS BLUE PPO AUG 2024	217.85
	240709514160	MEDICARE PLUS BLUE PPO AUG 2024	4,825.50
	240709514161	MEDICARE PLUS BLUE PPO AUG 2024	689.28
	240709514162	MEDICARE PLUS BLUE PPO AUG 2024	757.60
TOTAL FOR: BLUE CROSS BLUE SHIELD OF MICHIGAN			98,314.12
15034	BLUE LINE CUSTOMS		
	07/11/2024	POLICE SHIRTS	1,173.00
TOTAL FOR: BLUE LINE CUSTOMS			1,173.00
19519	JOHN-PAUL BONADONNA		
	1	FARMERS MKT SIGHTS & SOUNDS AUG 14	1,500.00
TOTAL FOR: JOHN-PAUL BONADONNA			1,500.00
19300	ELANA BORDINE		
	BORDINE 1802	REIMBURSE MILEAGE	18.02
TOTAL FOR: ELANA BORDINE			18.02
01032	BOUND TREE MEDICAL LLC		
	85414427	FIRE & EMS SUPPLIES	111.33
	85416261	FIRE & EMS SUPPLIES	87.72
	85426192	FIRE & EMS SUPPLIES	317.10
	85426193	FIRE & EMS SUPPLIES	1,015.41
TOTAL FOR: BOUND TREE MEDICAL LLC			1,531.56
18654	DAKOTA BOWMAN		
	07302024	SOCIAL DISTRICT SATURDAY PERFORMER	200.00
TOTAL FOR: DAKOTA BOWMAN			200.00
19431	KRISTEN BOYER		
	06242024	JUROR FEE	56.50
TOTAL FOR: KRISTEN BOYER			56.50
17172	BOYNE MOUNTAIN LODGING		
	07/17/2024	COURT CONF LODGING DEPOSIT/URICH	183.62
	07/17/2024	COURT CONF LODGING DEPOSIT/BANKEY	183.62
	07/17/2024	COURT CONF LODGING DEPOSIT/CHISHOLM	187.26
TOTAL FOR: BOYNE MOUNTAIN LODGING			554.50
16494	BP		
	07/11/2024	BP#1977172REFRESH &QPS	54.60
	07/21/2024	FUEL COST	61.06
	07/26/2024	FUEL COST	82.25
TOTAL FOR: BP			197.91
17054	JANE BRANCHEAU		
	07162024	JBOR MEETING	75.00
TOTAL FOR: JANE BRANCHEAU			75.00
19432	KYLIE BRANDT		
	06242024	JUROR FEE	17.00
TOTAL FOR: KYLIE BRANDT			17.00



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Invoice			
19090	SOPHIA BREWSTER		
07292024		SUMMER 3 SWIM INSTRUCTOR, LIFEGUARD	437.47
TOTAL FOR: SOPHIA BREWSTER			437.47
06071	BS&A SOFTWARE		
07/02/2024		TREAS BS&A LIVE TEST	6.00
155683		BS&A SOFTWARE COVERAGE DATES 8/1/24-8/1/25	80,600.00
TOTAL FOR: BS&A SOFTWARE			80,606.00
13637	BRIAN BUCHANAN		
SUMMER 2024		TAI CHI INSTRUCTOR	369.60
TOTAL FOR: BRIAN BUCHANAN			369.60
19047	MOLLY ANNE BUCKHEIM		
07292024		SUMMER 3 SWIM INSTRUCTOR, LIFEGUARD	437.47
TOTAL FOR: MOLLY ANNE BUCKHEIM			437.47
19484	RICHARD BURGER		
07222024		JUROR FEE	17.00
TOTAL FOR: RICHARD BURGER			17.00
03586	C & G NEWSPAPERS		
0021078-IN		FARMERS MKT DIGITAL AD	100.00
0021083-IN		FARMERS MKT 1/3 - WT	313.00
0021303-IN		ENGINEERING 2024 SEWER LINING CONTRACT NOTICE	127.60
TOTAL FOR: C & G NEWSPAPERS			540.60
19433	CHARLES CALIO		
06242024		JUROR FEE	17.00
TOTAL FOR: CHARLES CALIO			17.00
19480	AMY CAMP		
2000549.002		REFUND HOCKEY REGISTRATION	300.00
TOTAL FOR: AMY CAMP			300.00
19472	CAPITAL SURVEYING SUPPLIES		
07/24/2024		APPRAISER SUPPLIES	151.91
TOTAL FOR: CAPITAL SURVEYING SUPPLIES			151.91
16216	KARYN CARRICO		
07/25/2024		LIBRARY SEPTEMBER NEWS/FREE PRESS DELIVERY	115.55
TOTAL FOR: KARYN CARRICO			115.55
00222	CARRIER & GABLE INC		
IN40240		5 PEDESTRIAN "STOP" SIGNS	2,300.90
TOTAL FOR: CARRIER & GABLE INC			2,300.90
17441	CASCADE ENGINEERING		
241009184		RECYCLE CARTS	7,592.50
TOTAL FOR: CASCADE ENGINEERING			7,592.50
18999	CHAT GPT		
07/12/2024		HR CHATGPT SUBSCRIPTION	20.00
TOTAL FOR: CHAT GPT			20.00
19485	CLIFTON CHIERA		
07222024		JUROR FEE	17.00
TOTAL FOR: CLIFTON CHIERA			17.00

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
19468	DONALD CHISHOLM		
	07182024	REIMBURSE MAGISTRATE SEMINAR MILEAGE	109.88
TOTAL FOR: DONALD CHISHOLM			109.88
06036	SUSAN CHRZANOWSKI COLE		
	5/7-6/11 2024	SOBRIETY COURT	1,500.00
TOTAL FOR: SUSAN CHRZANOWSKI COLE			1,500.00
13864	MARINA CHUPAC PLLC		
	1JUNSCH24	MIDC COUNSEL	360.00
	20BE03675 FNL	MIDC COUNSEL	210.00
	24RO02039 FNL	MIDC COUNSEL	237.00
	24RO02720 FNL	MIDC COUNSEL	281.00
	24RO03592 FNL	MIDC COUNSEL	162.00
	SP3621269 FNL	MIDC COUNSEL	450.00
TOTAL FOR: MARINA CHUPAC PLLC			1,700.00
06649	CINTAS CORPORATION LOC 031		
	1904995671	SAFETY CLOTHING & GEAR DPS	380.00
	4196420149	COURT MAT CLEANING	109.56
	4197149692	COURT MAT CLEANING	109.56
	4197760671	COURT MAT CLEANING	109.56
	4198610806	COURT MAT CLEANING	109.56
	4198987336	DPS MAT CLEANING	205.89
	4199282283	CITY HALL MAT CLEANING, SUPPLIES	261.69
	4199553972	SENIOR CTR MAT CLEANING	27.76
	4199723120	DPS MAT CLEANING	161.71
	4200283963	SENIOR CTR MAT CLEANING	27.76
	5209714339	FIRST AID SUPPLIES NORMANDY OAKS	257.67
	5219056765	FIRST AID SUPPLIES SALTER CTR	96.27
	5219208770	FIRST AID SUPPLIES 300 S CENTER ST PARKING	106.69
	5219258400	FIRST AID SUPPLIES NORMANDY OAKS PARK	249.40
	5220044452	FIRST AID SUPPLIES NORMANDY OAKS	280.52
	5221118982	GLOVES FOR SEWER DEPT	353.60
	5222188343	FIRST AID SUPPLIES DPS	437.44
TOTAL FOR: CINTAS CORPORATION LOC 031			3,284.64
02164	CITY OF ROYAL OAK		
	07/03/2024	TREAS DEATH CERTIFICATE TEST	1.33
TOTAL FOR: CITY OF ROYAL OAK			1.33
00262	CITY OF ROYAL OAK		
	07152024	PETTY CASH - POLICE DEPT.	304.37
TOTAL FOR: CITY OF ROYAL OAK			304.37
13101	CIVICPLUS		
	302570	MONSIDO PLATFORM 7/1/24-6/30/25	6,748.56
TOTAL FOR: CIVICPLUS			6,748.56
19400	THE CLEANUP CLUB		
	06/28/2024	PROPERTY CLEANUP EVENT CONSULT FEE	500.00
TOTAL FOR: THE CLEANUP CLUB			500.00
19473	COLLISION COLLISION		
	2024409	SENIOR CTR SMART BUS REPAIR	331.45
TOTAL FOR: COLLISION COLLISION			331.45

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09477	COMCAST		
	06/30/2024	514 S LAFAYETTE	119.90
	06/30/2024	514 S LAFAYETTE	166.76
	06/30/2024	1600 N CAMPBELL RD	334.42
	06/30/2024	1403 LEXINGTON BLVD	299.39
	07/03/2024	212 S CENTER ST	231.81
	07/10/2024	31000 WOODWARD	228.63
	07/10/2024	300 S LAFAYETTE	168.02
	07/15/2024	398 W 6TH ST UNIT KIOSK	201.31
	07/15/2024	110 E 11 MILE	161.03
	07/17/2024	1515 N EDGEWORTH AVE	195.13
	07/21/2024	110 E 3RD ST TRLR	201.31
	07/24/2024	203 S TROY ST	303.05
	07/25/2024	110 E 5TH ST	201.33
	07/25/2024	1545 E LINCOLN AVE	163.08
TOTAL FOR: COMCAST			2,975.17
17484	COMMPAR, LLC		
	7027344-00	VEHICLE REPAIR & MAINTENANCE PARTS	72.70
TOTAL FOR: COMMPAR, LLC			72.70
13296	COMMUNITY PUBLISHING		
	16119	RO TODAY Q3 FULL-PG AD	3,400.00
TOTAL FOR: COMMUNITY PUBLISHING			3,400.00
19486	DAWN COMPTON		
	07222024	JUROR FEE	17.00
TOTAL FOR: DAWN COMPTON			17.00
18722	MIKE CONRAD		
	07302024	SOCIAL DISTRICT SATURDAY PERFORMER	200.00
TOTAL FOR: MIKE CONRAD			200.00
00307	CONSUMERS ENERGY		
	0023 08/24	400 E 11 MILE	59.52
	0034 08/24	212 S CENTER ST	18.42
	1179 08/24	110 E 11 MILE	23.80
	3355 08/24	3123 N MAIN ST	19.23
	6309 08/24	31000 WOODWARD	65.17
	7034 08/24	1600 N CAMPBELL RD	168.80
	7067 08/24	3500 MARAIS AVE	274.80
	7083 08/24	1608 N CAMPBELL RD	25.67
	7109 08/24	1403 LEXINGTON BLVD	2,018.25
	7364 08/24	316 E 11 MILE STE 1	286.81
	7380 08/24	1515 N EDGEWORTH AVE	38.56
	7526 08/24	222 E 11 MILE	706.84
	9076 08/24	203 S TROY ST	90.97
	9631 08/24	450 E 11 MILE	771.15
	9946 08/24	215 E 6TH ST	226.13
	9995 08/24	3128 ROCHESTER RD	86.11
TOTAL FOR: CONSUMERS ENERGY			4,880.23

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00310	CONTRACTOR'S CLOTHING CO		
	7-122123X	UNIFORMS (CREDIT TAKEN 2X, NEED TO PAY)	125.96
	7-122136	UNIFORMS	206.43
	7-122144	UNIFORMS	71.98
	7-122145	UNIFORMS	332.00
	7-122161	UNIFORMS	80.97
	7-122207	UNIFORMS	131.94
	7-122208	UNIFORMS	15.04
	7-122218	UNIFORMS	60.90
	7-122219	UNIFORMS	32.00
	7-122220	UNIFORMS	89.95
	7-122221	UNIFORMS	173.31
	7-122222	UNIFORMS	251.04
	7-122262	UNIFORMS	67.47
	7-122278	UNIFORMS	44.96
	7-122280	UNIFORMS	19.86
	7-122286	UNIFORMS	44.99
	7-122287	UNIFORMS	83.00
	7-122288	UNIFORMS	215.96
	7-122290	UNIFORMS	169.94
	7-122342	UNIFORMS	39.49
	7-122343	UNIFORMS	103.47
	7-122355	UNIFORMS	9.00
	7-122362	UNIFORMS	105.26
	7-122409	UNIFORMS	314.72
	7-122550	UNIFORMS	256.15
	7-122551	UNIFORMS	118.25
	7-122579	UNIFORMS	99.96
TOTAL FOR: CONTRACTOR'S CLOTHING CO			3,264.00
00311	CONTRACTORS CONNECTION INC		
	7185867	OPERATING SUPPLIES	523.45
	7186052	OPERATING SUPPLIES	622.60
TOTAL FOR: CONTRACTORS CONNECTION INC			1,146.05
08667	CONVERGENT TECHNOLOGY PARTNERS		
	18708	VOIP & SWITCHING PROJECTS	3,445.00
TOTAL FOR: CONVERGENT TECHNOLOGY PARTNERS			3,445.00
14414	CORE & MAIN		
	V042614	CURB STOP/BOX, COPPER, BRICKS, BLOCK, MORTAR, PIPES	420.00
	V049503	CURB STOP/BOX, COPPER, BRICKS, BLOCK, MORTAR, PIPES	1,598.96
	V200202	CURB STOP/BOX, COPPER, BRICKS, BLOCK, MORTAR, PIPES	5,676.53
	V265352	CURB STOP/BOX, COPPER, BRICKS, BLOCK, MORTAR, PIPES	2,087.74
TOTAL FOR: CORE & MAIN			9,783.23
RTAXX	CORELOGIC TAX SERVICES		
	07/31/2024	2024 Sum Tax Refund 72-25-08-483-011	5,240.41
	07/31/2024	2024 Sum Tax Refund 72-25-09-204-028	4,761.68
	07/31/2024	2024 Sum Tax Refund 72-25-04-427-012	3,675.67
	07/31/2024	2024 Sum Tax Refund 72-25-15-476-016	3,700.10
	07/31/2024	2024 Sum Tax Refund 72-25-03-304-051	7,334.43
	07/31/2024	2024 Sum Tax Refund 72-20-32-452-015	3,112.88
	07/31/2024	2024 Sum Tax Refund 72-25-21-403-029	1,998.89
	07/31/2024	2024 Sum Tax Refund 72-25-15-385-002	3,790.61
	07/31/2024	2024 Sum Tax Refund 72-25-03-478-015	2,518.90
	07/31/2024	2024 Sum Tax Refund 72-25-05-455-010	2,848.37
	07/31/2024	2024 Sum Tax Refund 72-25-21-436-007	5,463.76
	07/31/2024	2024 Sum Tax Refund 72-25-16-226-021	7,722.97
TOTAL FOR: CORELOGIC TAX SERVICES			52,168.67

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	Invoice		
00316	COSTCO WHOLESALE		
	07/03/2024	SENIOR CTR ANNUAL MEMBERSHIP RENEWAL	60.00
	07/09/2024	ANIMAL SHELTER SUPPLIES	95.97
	07/17/2024	POLICE BUSINESS MEMBERSHIP	60.00
TOTAL FOR: COSTCO WHOLESALE			215.97
19185	COUNTRY OAKS LANDSCAPING		
	07/03/2024	FARMERS MKT COMPOSTING PROGRAM	106.75
	07/03/2024	FARMERS MKT COMPOSTING PROGRAM	175.00
	07/12/2024	CREDIT - BIN CLEANING NOT PERFORMED	(40.00)
TOTAL FOR: COUNTRY OAKS LANDSCAPING			241.75
19487	GREGORY COURTIER		
	07222024	JUROR FEE	32.00
TOTAL FOR: GREGORY COURTIER			32.00
04753	CRAIN'S DETROIT BUSINESS		
	07/02/2024	ECON DEVELOPMENT EVENT FEE/WROBEL	85.00
TOTAL FOR: CRAIN'S DETROIT BUSINESS			85.00
00324	CRANDALL-WORTHINGTON INC		
	07/12/2024	SENIOR CTR CLEANING SUPPLIES	33.26
TOTAL FOR: CRANDALL-WORTHINGTON INC			33.26
18734	GRACE CRIVELLO		
	24RO01548A FNL	MIDC COUNSEL	480.00
TOTAL FOR: GRACE CRIVELLO			480.00
19434	MOIRA CRONIN		
	06242024	JUROR FEE	17.00
TOTAL FOR: MOIRA CRONIN			17.00
17219	EMILY CROSBY		
	CROSBY 3646	RIEMBURSE ALICE & BOOK CLUB SUPPLIES	36.46
TOTAL FOR: EMILY CROSBY			36.46
16563	CUMMINS SALES & SERVICE		
	S9-39004	REPAIR PARTS FOR FIRE ENGINE #921	7,982.19
TOTAL FOR: CUMMINS SALES & SERVICE			7,982.19
19488	LUKE CZARNIK		
	07222024	JUROR FEE	17.00
TOTAL FOR: LUKE CZARNIK			17.00
04001	D.J. CONLEY ASSOCIATES, INC.		
	SI-52530-1	COURT BOILER SAFETY CHECK	354.25
TOTAL FOR: D.J. CONLEY ASSOCIATES, INC.			354.25
07421	NOREEN DALY		
	ND29606-SUMMER	GENTLE YOGA CLASSES	470.40
TOTAL FOR: NOREEN DALY			470.40
19262	DEAF C.A.N.!		
	6476	INTERPRETER SERVICE	340.00
	7289	INTERPRETER SERVICE	170.00
TOTAL FOR: DEAF C.A.N.!			510.00

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Vendor Code	Vendor Name	Description	Amount
Invoice			
19435	ROGER DEAN		
06242024		JUROR FEE	56.50
TOTAL FOR: ROGER DEAN			56.50
09305	STEVEN DEBAT		
07222024		JUROR FEE	17.00
TOTAL FOR: STEVEN DEBAT			17.00
00369	DELL MARKETING L.P.		
10761176600		CROWDSTRIKE SUB/LIC 12 MTH	46,421.25
TOTAL FOR: DELL MARKETING L.P.			46,421.25
00370	DELTA DENTAL PLAN OF MICH		
AUG 2024		PAYROLL	25,708.25
AUGUST 2024		RETIREMENT	24,604.63
TOTAL FOR: DELTA DENTAL PLAN OF MICH			50,312.88
19470	DEMANET BITE SUITS		
07/25/2024		POLICE K9 OFFICER BITE SUIT	1,725.00
TOTAL FOR: DEMANET BITE SUITS			1,725.00
19084	THE DENT SHOP		
1232		REPAIRS CLAIM #2303446	16,154.01
1328		REPAIRS CLAIM #2401948	4,555.65
TOTAL FOR: THE DENT SHOP			20,709.66
19436	MEGAN DEROO		
06242024		JUROR FEE	32.00
TOTAL FOR: MEGAN DEROO			32.00
04259	DETROIT FREE PRESS		
07/07/2024		COURT SUBSCRIPTION	24.00
TOTAL FOR: DETROIT FREE PRESS			24.00
19437	ANDREA DEWEY		
06242024		JUROR FEE	56.50
TOTAL FOR: ANDREA DEWEY			56.50
15153	DOGGIE SCOOPS		
47005		JULY 2024 PET WASTE REMOVAL, BAGS TWAIN PARK	725.00
TOTAL FOR: DOGGIE SCOOPS			725.00
12046	DOLLAR TREE, INC		
07/14/2024		LIBRARY YOUTH/TEEN PROGRAM SUPPLIES	32.50
TOTAL FOR: DOLLAR TREE, INC			32.50
19489	DANIEL DOMAN		
07222024		JUROR FEE	17.00
TOTAL FOR: DANIEL DOMAN			17.00
11354	DOMINOS PIZZA		
07/25/2024		DREAM CRUISE ALL-AGENCY MEETING MEAL	443.15
TOTAL FOR: DOMINOS PIZZA			443.15
05799	DRACO		
07/17/2024		MEMBERSHIP RENEWAL THRU 9/1/25	95.00
TOTAL FOR: DRACO			95.00

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Vendor Code	Vendor Name	Description	Amount
Invoice			
17866	DRUM DANCER RECORDS		
	814	FARMERS MKT SIGHTS & SOUNDS AUG 14	300.00
TOTAL FOR: DRUM DANCER RECORDS			300.00
00420	DSS CORPORATION		
	52378	DOCUMENT IMAGING MANAGEMENT SERVICES 7/15-8/14 2024	2,000.00
TOTAL FOR: DSS CORPORATION			2,000.00
00380	DTE ENERGY		
	05691 08/24	212 S CENTER ST BLDG PKLOT	3,272.93
	05875 08/24	1700 CAMPBELL RD N	84.82
	21975 08/24	203 S TROY ST RINK	27.81
	31945 08/24	204 S TROY ST	184.33
	46770 08/24	803 S MAIN ST # PARKING	40.26
	49862 08/24	1600 N CAMPBELL RD (SHEDS)	45.69
	52193 08/24	422 E 11 MILE	49.34
	52482 08/24	4580 N CAMPBELL	19.77
	52623 08/24	502 S MAIN ST BLDG POLE	80.39
	53217 08/24	902 CATALPA DR	22.11
	54744 08/24	3588 W 13 MILE	31.70
	54983 08/24	3915 W 13 MILE	44.62
	55360 08/24	4036 W 13 MILE	72.92
	55634 08/24	4130 W 13 MILE	76.40
	64188 08/24	119 N MAIN ST # PK EQUIP	52.98
	65417 08/24	4250 DELEMERE BLVD NORMANDY OAKS PARK	789.22
	68330 08/24	3128 ROCHESTER RD FL 1	2,668.00
	68488 08/24	1515 N EDGEWORTH AVE	698.62
	69098 08/24	222 S CENTER ST	2,799.31
	7339 08/24	4309 COOLIDGE	179.10
	7379 08/24	1403 LEXINGTON BLVD	11,301.09
	80387 08/24	203 S TROY ST	6,083.43
	82725 08/24	232 S CENTER ST EAGLE PLAZ	41.88
	8341 08/24	1298 N CAMPBELL RD	65.71
	8390 08/24	2300 W 14 MILE	104.26
	84761 08/24	450 E 11 MILE	10,414.26
TOTAL FOR: DTE ENERGY			39,250.95
13350	DU ALL CLEANING		
	17172	CLEANING SERVICES COURT 6/1-30 2024	3,315.00
TOTAL FOR: DU ALL CLEANING			3,315.00
19337	PRISCILLA DUNLAP		
	6391	ROSES	90.00
TOTAL FOR: PRISCILLA DUNLAP			90.00
17946	EASY IC EMS EDUCATION NETWORK		
	07/24/2024	EMS TRAINING/GLADIEUX	349.00
TOTAL FOR: EASY IC EMS EDUCATION NETWORK			349.00
16179	EFFECTV		
	CC325843	COMMERCIAL ADS JUNE	2,500.00
	CC325881	COMMERCIAL ADS JUNE	2,500.00
	CC328801	COMMERCIAL ADS JUNE	1,892.50
	CC328802	COMMERCIAL ADS JUNE	2,042.25
TOTAL FOR: EFFECTV			8,934.75
19490	RACHAEL EFROS		
	07222024	JUROR FEE	17.00
TOTAL FOR: RACHAEL EFROS			17.00



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12926	EGANIX, INC		
20951		MICRO TAB FOR GREASE IN CBD SEWERS	8,200.00
TOTAL FOR: EGANIX, INC			8,200.00
00447	ELEVATOR TECHNOLOGY INC		
24-114364		ELEVATOR REPAIR & MAINTENANCE PARKING	110.00
TOTAL FOR: ELEVATOR TECHNOLOGY INC			110.00
06216	ELITE TRAUMA CLEAN-UP		
MW172-0724		FIRE REGULATED MEDICAL WASTE REMOVAL/DISPOSAL	50.00
TOTAL FOR: ELITE TRAUMA CLEAN-UP			50.00
07636	FRANK EVERINGHAM		
07302024		ELECTRICAL INSPECTOR 7/16-26 2024	2,295.00
TOTAL FOR: FRANK EVERINGHAM			2,295.00
19491	JUDITH GARLOCK		
07222024		JUROR FEE	17.00
TOTAL FOR: JUDITH GARLOCK			17.00
00486	FIRE DEFENSE EQUIPMENT CO INC		
012595		MOTOR POOL PROPANE	117.60
TOTAL FOR: FIRE DEFENSE EQUIPMENT CO INC			117.60
06960	FIRST CHOICE SERVICES		
005506		COFFEE SERVICES COURT	163.28
006199		COURT MONTHLY PURIFICATION UNIT RENTAL	135.00
TOTAL FOR: FIRST CHOICE SERVICES			298.28
18414	FISHBECK		
440146		SOUTH LAFAYETTE GARAGE REPAIRS	18,923.56
TOTAL FOR: FISHBECK			18,923.56
14022	FLEIS & VANDENBRINK		
70200		5TH PLAZA DESIGN UP	4,790.00
70384		2024 ROAD RECONSTRUCTION IMPROVEMENTS	49,562.97
TOTAL FOR: FLEIS & VANDENBRINK			54,352.97
RBOND	Four Seasons Contractors Group LLC		
BENG-240101		BD Bond Refund	2,000.00
TOTAL FOR: Four Seasons Contractors Group LLC			2,000.00
14775	FRAIBERG & PERNIE, PLLC.		
24RO02574 FNL		MIDC COUNSEL	390.00
TOTAL FOR: FRAIBERG & PERNIE, PLLC.			390.00

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00507	FRENTZ AND SONS	HARDWARE CO	
	H427646	DISC. SUPPLIES HIGHWAY DEPT	5.57
	N3627	DISC. SUPPLIES PARKING DEPT	143.09
	N3646	DISC. SUPPLIES PARKING DEPT	26.93
	N3669	DISC. SUPPLIES SEWER DEPT	3.40
	N3676	DISC. SUPPLIES FIRE	5.39
	P4660	DISC. SUPPLIES KEYS	21.54
	P4764	DISC. SUPPLIES PARKING DEPT	58.27
	P4776	DISC. SUPPLIES PARKING DEPT	21.57
	P4796	DISC. SUPPLIES PARKING DEPT	87.24
	P4820	DISC. SUPPLIES POLICE	32.36
	P4832	DISC. SUPPLIES PARKING	65.42
	P4833	DISC. SUPPLIES PARKING DEPT	7.36
	P4864	DISC. SUPPLIES ANIMAL SHELTER	25.90
	P4870	DISC. SUPPLIES PARKING DEPT	34.18
	P4885	DISC. SUPPLIES ENGINEERING	19.95
	P4906	DISC. SUPPLIES PARKING DEPT	92.57
	P4929	DISC. SUPPLIES PARKING DEPT	67.79
	P4931	DISC. SUPPLIES P&F HOSE REPAIR PART	4.67
	P4933	DISC. SUPPLIES PARKING DEPT	18.89
	P4935	DISC. SUPPLIES CBD LIGHTS	64.88
	P4941	DISC. SUPPLIES MEMORIAL PARK	40.42
	P4942	DISC. SUPPLIES TOOLS & HARDWARE	40.82
	P4966	DISC. SUPPLIES FIRE DEPT	140.50
	P4994	DISC. SUPPLIES MEMORIAL PARK	28.74
TOTAL FOR: FRENTZ AND SONS HARDWARE CO			1,057.45
10677	FRONTSTREAM GIFTWORKS		
	07/10/2024	LIBRARY GIFTWORKS STANDARD ANNUAL	90.00
TOTAL FOR: FRONTSTREAM GIFTWORKS			90.00
04825	GARRETT DOOR COMPANY		
	32415 BAL	BALANCE PAYMENT - DPS ROLLER CHAIN INSTALLATION	75.00
	32479	DPS INSTALL UNIVERSAL VOLTAGE LOOP DETECTOR	555.00
TOTAL FOR: GARRETT DOOR COMPANY			630.00
18896	GARY KNUREK, INC.		
	1-17580	VEHICLE REPAIR & MAINTENANCE SERVICES #824	79.00
TOTAL FOR: GARY KNUREK, INC.			79.00
05282	GFOA		
	07/11/2024	BUDGET AWARD APPLICATION REVIEW FEE FYB 2024	575.00
TOTAL FOR: GFOA			575.00
19482	LARISSA GIACOMIN		
	07262024	REIMBURSE JURY BAGELS	21.13
TOTAL FOR: LARISSA GIACOMIN			21.13
01265	STEPHEN GILLETTE		
	07162024	JBOR MEETING	75.00
TOTAL FOR: STEPHEN GILLETTE			75.00
19475	STEPHANIE RL GILMORE		
	7/24/24 CLASS	LIBRARY KIDS PROGRAM JULY 24	60.00
TOTAL FOR: STEPHANIE RL GILMORE			60.00
09839	JUAN M. GONZALEZ		
	24RO03044 FNL	MIDC COUNSEL	370.00
	24RP03050 FNL	MIDC COUNSEL	570.00
TOTAL FOR: JUAN M. GONZALEZ			940.00

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Vendor Code	Vendor Name	Description	Amount
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00538	GORDON FOOD SERVICE		
07/05/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	47.22
07/07/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	36.97
07/11/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	70.42
07/17/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	185.50
07/19/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	30.97
07/21/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	75.96
TOTAL FOR: GORDON FOOD SERVICE			447.04
19438	KENNY GORDON		
06242024		JUROR FEE	17.00
TOTAL FOR: KENNY GORDON			17.00
00541	GRAINGER		
9182231986		EQUIPMENT REPAIR & MAINTENANCE SUPPLIES	7.54
TOTAL FOR: GRAINGER			7.54
04037	GRAND HOTEL		
06/28/2024		MML CONFERENCE LODGING/FOURNIER	730.07
TOTAL FOR: GRAND HOTEL			730.07
00029	GREAT LAKES ACE HARDWARE		
2759/86		P&F BRUSH DRAGGING TARP	36.99
2773/86		MISC. SUPPLIES FOR PRIDE EVENT	71.89
TOTAL FOR: GREAT LAKES ACE HARDWARE			108.88
13298	GREAT LAKES ELECTRIC SUPPLY CO, INC		
1719931-00		ELECTRICAL AND LIGHTING SUPPLIES	4,050.00
TOTAL FOR: GREAT LAKES ELECTRIC SUPPLY CO, INC			4,050.00
13084	GREAT LAKES WATER AUTHORITY		
CIN-0000269		IWC - JUNE 2024	14,032.20
TOTAL FOR: GREAT LAKES WATER AUTHORITY			14,032.20
01161	GREATER ROYAL OAK CHAMBER OF COMMER		
07/02/2024		LIBRARY RENEWAL DUES	220.00
114155		RO LIVE! 2024 SPONSORSHIP PAYMENT #2	35,000.00
TOTAL FOR: GREATER ROYAL OAK CHAMBER OF COMMER			35,220.00
16237	GUNNERS METERS & PARTS, INC.		
15939		METER COUPLINGS	1,400.00
TOTAL FOR: GUNNERS METERS & PARTS, INC.			1,400.00
15857	DEAN HADIN		
SUMMER 2024		SELF DEFENSE CLASS	151.20
TOTAL FOR: DEAN HADIN			151.20
19439	JOHN HADLEY		
06242024		JUROR FEE	17.00
TOTAL FOR: JOHN HADLEY			17.00
19440	ANGELA HAGGART		
06242024		JUROR FEE	17.00
TOTAL FOR: ANGELA HAGGART			17.00
07353	BRUCE HANDRINOS		
07172024		REIMBURSE FIREARMS TRAINING FEE	810.00
TOTAL FOR: BRUCE HANDRINOS			810.00

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19492	LYNN HARDY 07222024	JUIROR FEE	17.00
TOTAL FOR: LYNN HARDY			17.00
19074	HEALTHCHOICE OF MICHIGAN SEPT 2024	PT MEDICAL BENEFITS	1,351.78
TOTAL FOR: HEALTHCHOICE OF MICHIGAN			1,351.78
19493	DONALD HENDRIKS 07222024	JUROR FEE	17.00
TOTAL FOR: DONALD HENDRIKS			17.00
19441	JACOB HERBERT 06242024	JUROR FEE	56.50
TOTAL FOR: JACOB HERBERT			56.50
02660	HERSCH'S INC 452143	GRASS SEED	129.00
TOTAL FOR: HERSCH'S INC			129.00
00598	HOLLYWOOD SUPERMARKETS 07/07/2024	FIRE & EMS SUPPLIES	9.16
TOTAL FOR: HOLLYWOOD SUPERMARKETS			9.16
15477	HOME CITY ICE COMPANY 6764242199	FARMERS MKT ICE	143.06
TOTAL FOR: HOME CITY ICE COMPANY			143.06

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00599	HOME DEPOT		
07/03/2024		DPS BUILDING REPAIR/MAINTENANCE SUPPLIES	399.00
07/04/2024		P&F OPERATING SUPPLIES	45.32
07/05/2024		COURT BUILDING REPAIR & MAINTENANCE SUPPLIES	1,896.00
07/05/2024		COURT BUILDING REPAIR & MAINTENANCE SUPPLIES	255.00
07/07/2024		FIRE & EMS SUPPLIES	168.00
07/07/2024		FIRE & EMS SUPPLIES	118.92
07/08/2024		MEMORIAL PARK GARAGE STORAGE SYSTEM	1,818.75
07/11/2024		CREDIT - RETURNED COURT BUILDING REPAIR SUPPLIES	(978.00)
07/11/2024		CREDIT - RETURNED COURT BUILDING REPAIR SUPPLIES	(918.00)
07/16/2024		FIRE & EMS SUPPLIES	81.58
07/16/2024		FIRE & EMS SUPPLIES	78.98
07/17/2024		TOOLS & HARDWARE	128.94
07/18/2024		ELECTRICAL SUPPLIES	179.85
07/18/2024		DPS BOARD UPS	310.96
07/21/2024		FIRE & EMS SUPPLIES	299.00
07/24/2024		SENIOR CTR FITNESS CENTER SHELIVING & FAN	298.00
07/25/2024		SENIOR CTR FITNESS CENTER SUPPLIES	16.81
07/25/2024		SENIOR CTR FITNESS CENTER SUPPLIES	17.99
07/26/2024		SENIOR CTR FITNESS CENTER SHELIVING & FAN	579.98
07/26/2024		CITY HALL FINANCE DEPT SHELIVING	498.00
07/26/2024		PARKS OPERATING SUPPLIES	35.72
10114		HIGHWAY CONCRETE	61.12
1034516		HIGHWAY PAINT	36.94
13331		PARKING DEPT BUILDING REPAIR SUPPLIES	44.88
1643359		CBD LIGHTS	9.64
2032757		CBD LIGHTS	191.15
3020121		WATER VALVES	55.96
3350447		TOOLS & HARDWARE MEMORIAL PARK	537.88
351905		FIRE HYDRANT MATERIALS	113.96
3631784		COURT BUILDING REPAIR SUPPLIES	35.22
4522133		COURT BUILDING REPAIR SUPPLIES	26.68
6520162		COURT CLEANING SUPPLIES	52.53
8520020		COURT BUILDING REPAIR SUPPLIES	28.98
9010060		TOOLS & HARDWARE PARKING DEPT	31.45
TOTAL FOR: HOME DEPOT			6,557.19
02802	HR MEDIA LLC		
2024-61122		AUG 2024 HOUR DETROIT FULL-PG AD	5,865.00
2024CI-5277		DBUSINESS SOCIAL MEDIA CAMPAIGNS JUNE	1,500.00
TOTAL FOR: HR MEDIA LLC			7,365.00
14962	HOUSE ARREST SERVICES, INC		
6598608-JUN		SOBRIETY COURT SOBERLINK 6/27-30 2024	297.00
TOTAL FOR: HOUSE ARREST SERVICES, INC			297.00
19442	KERBY HULL		
06242024		JUROR FEE	17.00
TOTAL FOR: KERBY HULL			17.00
04111	IAFCI		
07/07/2024		MEMBERSHIP RENEWAL/PELLETIER	125.00
TOTAL FOR: IAFCI			125.00
13096	ZACHARY IAFRATE		
2024-25		BOOT ALLOWANCE	300.00
TOTAL FOR: ZACHARY IAFRATE			300.00
02038	IBEX INSURANCE AGENCY		
59		EXCESS WC AUDIT 6/1/2023 THRU 6/1/2024	7,333.00
TOTAL FOR: IBEX INSURANCE AGENCY			7,333.00

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16474	ICLEI-LOCAL GOV. FOR SUSTAINABILITY		
07/12/2024	ANNUAL MEMBERSHIP		1,200.00
TOTAL FOR: ICLEI-LOCAL GOV. FOR SUSTAINABILITY			1,200.00
05063	ICMA		
07/04/2024	VIRTUAL EQUITY SUMMIT REGISTRATION/BARKMAN		199.00
TOTAL FOR: ICMA			199.00
18258	IHEART MEDIA		
8821544414	STREAMING RADIO ADS JUNE		5,796.28
TOTAL FOR: IHEART MEDIA			5,796.28
19088	IMPERIAL DADE		
90051355-01	CLEANING & JANITORIAL SUPPLIES SENIOR CTR		38.97
90052013-00.	POLICE CLEANING SUPPLIES		389.19
90052877-00	CLEANING & JANITORIAL SUPPLIES CITY HALL		448.84
90053849-00	CLEANING & JANITORIAL SUPPLIES SENIOR CTR		306.66
TOTAL FOR: IMPERIAL DADE			1,183.66
15802	INGRAM LIBRARY SERVICES		
82797242	BOOKS		87.73
TOTAL FOR: INGRAM LIBRARY SERVICES			87.73
13483	INTEGRITY BUSINESS SOLUTIONS		
2590990-0	PAPER FOR COURT		979.80
2596603-0	PAPER FOR FARMERS MKT		97.98
2597989-0	PAPER FOR COMMUNITY DEVELOPMENT		48.99
2599407-0	PAPER FOR CLERK		59.99
TOTAL FOR: INTEGRITY BUSINESS SOLUTIONS			1,186.76
18858	IRE CROWN RINKS, LLC		
WINTERFEST-24/25-1	CENTENNIAL COMMONS 2024-25 ICE RINK DEPOSIT		50,000.00
TOTAL FOR: IRE CROWN RINKS, LLC			50,000.00
01179	IRON MOUNTAIN RECORDS MGT		
07/11/2024	CLERK STORAGE FEES JULY 2024		308.02
TOTAL FOR: IRON MOUNTAIN RECORDS MGT			308.02
19494	INGRID JACQUES		
07222024	JUROR FEE		17.00
TOTAL FOR: INGRID JACQUES			17.00
05459	JANWAY		
145941	LIBRARY ADULT SUMMER READING PROGRAM		243.04
TOTAL FOR: JANWAY			243.04
00664	JAX KAR WASH INC		
JUNE 2024	VEHICLE WASHES		952.00
TOTAL FOR: JAX KAR WASH INC			952.00
03979	JAY'S SEPTIC TANK SERVICE		
I160024	HAND SANITIZER 1600 N CAMPBELL 7/22-8/18 2024		339.00
I160350	HAND SANITIZER 617 HUDSON AVE 7/23-8/19 2024		140.00
TOTAL FOR: JAY'S SEPTIC TANK SERVICE			479.00
17298	JCR SUPPLY INC		
182247	DPS OPERATING SUPPLIES		603.07
182248	OPERATING SUPPLIES		432.80
TOTAL FOR: JCR SUPPLY INC			1,035.87

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
01915	JH HART URBAN FORESTRY		
	104570	TREE TRIMMING, REMOVAL & FORESTRY ISSUES 7/1-5 2024	4,172.02
	104679	TREE TRIMMING, REMOVAL & FORESTRY ISSUES 7/8-12 202	8,257.02
TOTAL FOR: JH HART URBAN FORESTRY			12,429.04
UBREFUND	JOCELYN OBERLANDR		
	07/31/2024	UB refund for account: 5215300501	171.31
TOTAL FOR: JOCELYN OBERLANDR			171.31
00680	JOE'S AUTO PARTS INC		
	07/03/2024	FARMERS MKT MISC. SUPPLIES	160.41
	07/10/2024	CREDIT - FARMERS MKT TAX REFUNDED	(9.08)
	159429	VEHICLE REPAIR & MAINTENANCE PARTS	47.65
	161347	VEHICLE REPAIR & MAINTENANCE PARTS	141.59
	161934	VEHICLE REPAIR & MAINTENANCE PARTS	13.58
	162569	VEHICLE REPAIR & MAINTENANCE PARTS	20.18
	162852	VEHICLE REPAIR & MAINTENANCE PARTS	4.59
	162995	VEHICLE REPAIR & MAINTENANCE PARTS	141.59
	163304	VEHICLE REPAIR & MAINTENANCE PARTS	7.99
TOTAL FOR: JOE'S AUTO PARTS INC			528.50
10526	JOHNSON & WOOD LLC		
	33815	FARMERS MKT PM INVOICE 4/4	775.25
	34118	GOLF COURSE MAINTENANCE SHED SERVICE CALL	115.00
	34250	HEATING/COOLING REPAIRS DPS	3,053.25
	34481	DPS WATER TREATMENT INVOICE 4 OF 4	517.00
	35065	HEATING/COOLING REPAIRS DPS STEAM TRAP	8,545.91
	35067	HEATING/COOLING REPAIRS DPS CONDENSATE TRAP/PUMP LE	1,066.28
TOTAL FOR: JOHNSON & WOOD LLC			14,072.69
19495	CHRISTOPHER JONES		
	07222024	JUROR FEE	17.00
TOTAL FOR: CHRISTOPHER JONES			17.00
RBOND	JW Restoration Concepts Inc		
	BENG-240085	BD Bond Refund	5,000.00
	BENG-240109	BD Bond Refund	1,000.00
TOTAL FOR: JW Restoration Concepts Inc			6,000.00
11272	K & Q LAW, LLC		
	6/18/24MK	SOBRIETY COURT	600.00
TOTAL FOR: K & Q LAW, LLC			600.00
07719	LYNNE KALEITA		
	5428	ROSES	45.00
	6229	ROSES	60.00
	6230	ROSES	45.00
	6231	ROSES	52.50
	6439	ROSES	75.00
TOTAL FOR: LYNNE KALEITA			277.50
19479	BRANDON KALINOWSKI		
	JUNE 2024	REIMBURSE SWIM PROGRAM MILEAGE JUNE 1-30 2024	16.34
	MAY 2024	REIMBURSE SWIM PROGRAM MILEAGE MAY 1-31 2024	18.55
TOTAL FOR: BRANDON KALINOWSKI			34.89
17487	KAL'S LUNCH BOWL		
	07/24/2024	POLICE YOUTH ACADEMY LUNCH	120.00
TOTAL FOR: KAL'S LUNCH BOWL			120.00

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Invoice			
16427	DEANNE KANAR		
07222024		JUROR FEE	17.00
TOTAL FOR: DEANNE KANAR			17.00
19443	KONSTANTINA KAPAROS STAVROPOULOS		
06242024		JUROR FEE	17.00
TOTAL FOR: KONSTANTINA KAPAROS STAVROPOULOS			17.00
RBOND	KEITH BRIAN TIERNAN		
00259527		BD Payment Refund	70.00
TOTAL FOR: KEITH BRIAN TIERNAN			70.00
19209	KEYSTONE CONNECTIONS, LLC		
266		INTERPRETER SERVICE, MILEAGE	544.62
TOTAL FOR: KEYSTONE CONNECTIONS, LLC			544.62
09571	KIESLER'S POLICE SUPPLY INC		
IN242231		KIESLER 9MM LUGER AMMUNITION	5,125.40
TOTAL FOR: KIESLER'S POLICE SUPPLY INC			5,125.40
00112	THE KITCHEN INC		
81763		PRISONER MEALS	282.42
TOTAL FOR: THE KITCHEN INC			282.42
19496	CHRISTOPHER KLAWITTER		
07222024		JUROR FEE	17.00
TOTAL FOR: CHRISTOPHER KLAWITTER			17.00
19497	TENCHI KNAPP		
07222024		JUROR FEE	17.00
TOTAL FOR: TENCHI KNAPP			17.00
06122	KONE INC		
1158762031		REPAIR 110 E 11 MILE	2,633.42
TOTAL FOR: KONE INC			2,633.42
19444	EUGENE KOZAK		
06242024		JUROR FEE	17.00
TOTAL FOR: EUGENE KOZAK			17.00
09338	KROGER INC		
06/30/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	80.87
07/03/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	63.06
07/07/2024		FIRE & EMS SUPPLIES	23.96
07/10/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	51.55
07/12/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	68.40
07/21/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	66.17
07/23/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	70.01
07/26/2024		LIBRARY PROGRAM SUPPLIES	41.30
TOTAL FOR: KROGER INC			465.32
15537	LA GRASSO, ABDO & SILVERI PLLC		
ADJ072324AP		ADJUSTMENT FOR INCORRECTLY PAID INVOICES 24RO00581	30.00
TOTAL FOR: LA GRASSO, ABDO & SILVERI PLLC			30.00
06996	LAKESHORE LEARNING STORE		
07/09/2024		PRESCHOOL SUPPLIES	65.16
TOTAL FOR: LAKESHORE LEARNING STORE			65.16



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Vendor Code	Vendor Name	Description	Amount
Invoice			
19445	BRENT LAMKIN		
06242024		JUROR FEE	17.00
TOTAL FOR: BRENT LAMKIN			17.00
12663	LANGUAGE LINE SERVICES, INC.		
11339383		INTERPRETER SERVICE	257.99
TOTAL FOR: LANGUAGE LINE SERVICES, INC.			257.99
15971	LARDNER ELEVATOR		
201800		COURT ELEVATOR MAINTENANCE JUNE 2024	600.00
201937		COURT ELEVATOR REPAIR SERVICE CALL	698.42
TOTAL FOR: LARDNER ELEVATOR			1,298.42
19188	LAW OFFICES OF MICHAEL C. O'MALLEY		
24-00291 FNL		MIDC COUNSEL	540.00
24R000941 FNL		MIDC COUNSEL	210.00
TOTAL FOR: LAW OFFICES OF MICHAEL C. O'MALLEY			750.00
RBOND	LEE, YUN TA		
00269466		BD Payment Refund	40.00
TOTAL FOR: LEE, YUN TA			40.00
00741	LEISURE UNLIMITED		
2456		CAMPS JULY 22-26 2024	1,761.20
TOTAL FOR: LEISURE UNLIMITED			1,761.20
RTAXX	LERETA LLC		
07/31/2024		2024 Sum Tax Refund 72-20-32-476-357	2,616.50
07/31/2024		2024 Sum Tax Refund 72-25-05-233-018	12,756.43
07/31/2024		2024 Sum Tax Refund 72-25-05-257-014	11,880.81
07/31/2024		2024 Sum Tax Refund 72-25-05-404-023	7,589.13
07/31/2024		2024 Sum Tax Refund 72-25-06-253-023	1,621.00
07/31/2024		2024 Sum Tax Refund 72-25-06-304-007	4,151.52
07/31/2024		2024 Sum Tax Refund 72-25-15-303-008	8,954.82
07/31/2024		2024 Sum Tax Refund 72-25-16-258-021	2,833.67
07/31/2024		2024 Sum Tax Refund 72-25-16-403-009	4,804.86
07/31/2024		2024 Sum Tax Refund 72-25-23-104-001	6,145.77
07/31/2024		2024 Sum Tax Refund 72-25-23-180-002	3,798.23
TOTAL FOR: LERETA LLC			67,152.74
17184	LESLIE'S POOLMART, INC.		
00099-02-044339		SPLASH PAD SUPPLIES	1,950.65
TOTAL FOR: LESLIE'S POOLMART, INC.			1,950.65
18179	LINCOLN TRIANGLE LLC		
080124-1		AUG 2024 MONTHLY RENT VACANT LAND E OF RR TRACKS ON	1,750.00
TOTAL FOR: LINCOLN TRIANGLE LLC			1,750.00
17355	LINDE GAS & EQUIPMENT INC.		
44128253		DPS OPERATING SUPPLIES	625.95
TOTAL FOR: LINDE GAS & EQUIPMENT INC.			625.95
19397	LITURGICAL PUBLICATIONS, INC.		
029330		SENIOR CTR AD - EXTRA PGS FOR AUGUST ISSUE	169.66
TOTAL FOR: LITURGICAL PUBLICATIONS, INC.			169.66
RBOND	LIVE WELL CUSTOM HOMES LLC		
BENG-230012		BD Bond Refund	5,000.00
TOTAL FOR: LIVE WELL CUSTOM HOMES LLC			5,000.00

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Vendor Code	Vendor Name	Description	Amount
Invoice			
19498	JENNIFER LOBSINGER		
07222024	JUROR FEE		32.00
TOTAL FOR: JENNIFER LOBSINGER			32.00
19446	ERIC LOVE		
06242024	JUROR FEE		17.00
TOTAL FOR: ERIC LOVE			17.00
17248	LPBIN RECORD CABINETS		
07/21/2024	LIBRARY STORAGE CABINET & MAT		373.98
TOTAL FOR: LPBIN RECORD CABINETS			373.98
18506	EUGENE LUMBERG		
1JUNARR24	MIDC COUNSEL		1,440.00
1MAYARR24	MIDC COUNSEL		1,800.00
TOTAL FOR: EUGENE LUMBERG			3,240.00
18082	MACOMB DAILY		
07/02/2024	LIBRARY 1-YR SUBSCRIPTION		360.80
07/12/2024	COURT SUBSCRIPTION		17.60
TOTAL FOR: MACOMB DAILY			378.40
18086	MACQUEEN EQUIPMENT		
P26193	VEHICLE REPAIR & MAINTENANCE PARTS		1,448.06
TOTAL FOR: MACQUEEN EQUIPMENT			1,448.06
06052	MAMC		
07/16/2024	MEMBER EDUCATION DAY FEE/BRASWELL		50.00
07/16/2024	MEMBER EDUCATION DAY FEE/HALAS		50.00
07/16/2024	MEMBER EDUCATION DAY FEE/OAKLEY		50.00
TOTAL FOR: MAMC			150.00
19518	MAMMA RITA'S		
07232024	EBT/SNAP REIMBURSEMENT FARMERS MKT VENDOR		204.00
TOTAL FOR: MAMMA RITA'S			204.00
09590	MANOOGIAN LAW, PLLC		
20RO02911 FNL	MIDC COUNSEL		510.00
TOTAL FOR: MANOOGIAN LAW, PLLC			510.00
13083	MARINE CITY NURSERY COMPANY		
48595	2024 SPRING TREE PLANTING PROGRAM		20,228.00
48619	2024 SPRING TREE PLANTING PROGRAM		28,008.00
48637	2024 SPRING TREE PLANTING PROGRAM		34,152.00
48639	2024 SPRING TREE PLANTING PROGRAM		4,668.00
TOTAL FOR: MARINE CITY NURSERY COMPANY			87,056.00
13858	MARK ANTHONY CONTRACTING, INC		
CAP2435 PE4	2024 ROAD RECONSTRUCTION IMPROVEMENTS CAP2435		331,627.52
TOTAL FOR: MARK ANTHONY CONTRACTING, INC			331,627.52
RBOND	MARK DOMINIC AVRIPAS		
00269720	BD Payment Refund		3,115.00
TOTAL FOR: MARK DOMINIC AVRIPAS			3,115.00
08499	MATHESON TRI-GAS INC		
0030022345	FIRE & EMS SUPPLIES		995.12
TOTAL FOR: MATHESON TRI-GAS INC			995.12

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Vendor Code	Vendor Name	Description	Amount
Invoice			
19499	DENISE MATSEY		
07222024		JUROR FEE	17.00
TOTAL FOR: DENISE MATSEY			17.00
04944	COURTNEY MATTHEWS		
07182024		REIMBURSE JURY CONSUMABLES JUNE 24-25	59.26
TOTAL FOR: COURTNEY MATTHEWS			59.26
17693	JINA MATTI		
MATTI 7/23/24		INTERPRETER SERVICE, MILEAGE	99.38
TOTAL FOR: JINA MATTI			99.38
08339	MAZUR MARKET MANAGEMENT LLC		
240729		CONTRACTED WORKER SERVICES 2024-25 MMM 7/15-28 2024	15,228.23
TOTAL FOR: MAZUR MARKET MANAGEMENT LLC			15,228.23
19500	MARGARET MCCARTHY		
07222024		JUROR FEE	17.00
TOTAL FOR: MARGARET MCCARTHY			17.00
19447	MANDY MCKENZIE		
06242024		JUROR FEE	32.00
TOTAL FOR: MANDY MCKENZIE			32.00
18662	MDOT PERMIT GATEWAY		
07/19/2024		DREAM CRUISE PERMITS	62.00
TOTAL FOR: MDOT PERMIT GATEWAY			62.00
14070	META		
07/25/2024		LIBRARY ADS	7.00
TOTAL FOR: META			7.00
06489	METCOM		
160550		1-PART RECEIPT PAPER	1,120.00
TOTAL FOR: METCOM			1,120.00
17781	MARK MEYER		
6054		FARMERS MKT SIGHTS & SOUNDS AUG 14	400.00
TOTAL FOR: MARK MEYER			400.00
08445	MGFOA		
07/02/2024		MGFOA REGISTRATION FEE/CHASE	350.00
TOTAL FOR: MGFOA			350.00
04200	MI ASSOC OF DISTRICT CRT MAGISTRATE		
07/16/2024		CONFERENCE/URICH	125.00
07/16/2024		DUES/CHISHOLM	75.00
07/16/2024		CONFERENCE/BANKEY	125.00
07/16/2024		DUES/URICH	75.00
07/16/2024		CONFERENCE/CHISHOLM	125.00
07/18/2024		DUES/BANKEY	75.00
TOTAL FOR: MI ASSOC OF DISTRICT CRT MAGISTRATE			600.00
17269	MI PERMIT LIC PLAN REV		
07/10/2024		BUILDING LICENSE RENEWAL/KISSONERGIS	150.00
07/10/2024		BUILDING LICENSE RENEWAL/SPANKE	150.00
TOTAL FOR: MI PERMIT LIC PLAN REV			300.00

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16840	MI PROF LICENSING		
07/02/2024	REAL ESTATE APPRAISER LICENSE/SWITKOWSKI		250.00
TOTAL FOR: MI PROF LICENSING			250.00
19448	LORRAINE MICHEAU		
06242024	JUROR FEE		56.50
TOTAL FOR: LORRAINE MICHEAU			56.50
19481	MICHIGAN AMATEUR HOCKEY ASSOCIATION		
07292024	10U, 12U, 14U GAMES		2,200.00
TOTAL FOR: MICHIGAN AMATEUR HOCKEY ASSOCIATION			2,200.00
02937	MICH ASSOC OF CHIEFS OF POLICE		
07/19/2024	MEMBERSHIP/RENAUD		100.00
07/19/2024	MEMBERSHIP/STANTON		100.00
TOTAL FOR: MICH ASSOC OF CHIEFS OF POLICE			200.00
02984	MICHIGAN FIRE INSPECTORS SOCIETY		
07/19/2024	2024 MEMBERSHIP		40.00
07/19/2024	FALL CONF. REGISTRATION/KANTZLER		487.38
07/19/2024	FALL CONF REGISTRATION		487.38
TOTAL FOR: MICHIGAN FIRE INSPECTORS SOCIETY			1,014.76
15593	MICHIGAN GREEN INDUSTRY ASSOCIATION		
06/28/2024	CHAINSAW SAFETY/MAINTENANCE/TREE FELLING TRAINING		405.00
TOTAL FOR: MICHIGAN GREEN INDUSTRY ASSOCIATION			405.00
00883	MICHIGAN MUNICIPAL RISK		
M0000987 07/24	GENERAL FUND 1ST INSTALLMENT POLICY PERIOD 6/1/2024		571,286.00
R0000987 07/24	RETENTION FUND 1ST INSTALLMENT POLICY PERIOD 6/1/20		150,000.00
TOTAL FOR: MICHIGAN MUNICIPAL RISK			721,286.00
19298	MICHIGAN RECYCLING COALITION		
06/28/2024	1-YR MEMBERSHIP 6/27/24-6/26/25		250.00
TOTAL FOR: MICHIGAN RECYCLING COALITION			250.00
17268	MICHIGAN STATE POLICE		
07/07/2024	TEAM SCHOOL FEE/LIPSCOMB		450.00
TOTAL FOR: MICHIGAN STATE POLICE			450.00
15777	MIDTOWN COMPOSTING		
07/02/2024	BIZ BUCKET FOOD WASTE PICKUPS SENIOR CTR CITY HALL		64.00
TOTAL FOR: MIDTOWN COMPOSTING			64.00
00899	MIDWEST TAPE		
505772244	HOOPLA & MEDIA		28.49
505776355	HOOPLA & MEDIA		307.18
505776356	HOOPLA & MEDIA		88.49
505776357	HOOPLA & MEDIA		339.86
TOTAL FOR: MIDWEST TAPE			764.02
19501	MANDY MITROFF		
07222024	JUROR FEE		17.00
TOTAL FOR: MANDY MITROFF			17.00
19449	REID MONHOLLEN		
06242024	JUROR FEE		17.00
TOTAL FOR: REID MONHOLLEN			17.00

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03900	MORNINGSTAR INC.		
40963		LIBRARY ELECTRONIC RESOURCES	3,225.00
TOTAL FOR: MORNINGSTAR INC.			3,225.00
18501	MOTOR TOWN SOUND		
2-9-24-4		FARMERS MKT SIGHTS & SOUNDS AUG 14	2,500.00
TOTAL FOR: MOTOR TOWN SOUND			2,500.00
19410	DEANNA MURRAY		
07292024		SUMMER 3 SWIM INSTRUCTOR, LIFEGUARD	437.47
TOTAL FOR: DEANNA MURRAY			437.47
05676	MUSAR TRAINING FOUNDATION		
07/16/2024		TRENCH RESCUE AWARENESS TRAINING/SHARKEY	750.00
07/26/2024		TRENCH RESCUE AWARENESS TRAINING/BADERTSCHER	750.00
TOTAL FOR: MUSAR TRAINING FOUNDATION			1,500.00
UBREFUND	NANCY DIXON		
07/31/2024		UB refund for account: 4424800501	77.74
TOTAL FOR: NANCY DIXON			77.74
05865	NAPA AUTO PARTS MADISON HEIGHTS		
4323-895556		PURCHASE OF PARTS AS NEEDED	55.16
4323-896296		PURCHASE OF PARTS AS NEEDED	293.67
TOTAL FOR: NAPA AUTO PARTS MADISON HEIGHTS			348.83
00937	NATHAN'S TECH SUPPLY		
16412		TOOLS & HARDWARE	161.43
TOTAL FOR: NATHAN'S TECH SUPPLY			161.43
11689	NATIONAL HOSE TESTING SPECIALTIES		
01750		ANNUAL GROUND LADDER & AERIAL TESTING	2,286.10
TOTAL FOR: NATIONAL HOSE TESTING SPECIALTIES			2,286.10
14922	NAVIGATE360, LLC		
INV-24402		ALICE INSTRUCTOR CERTIFICATION/LIPSCOMB	749.00
TOTAL FOR: NAVIGATE360, LLC			749.00
15745	SCOTT NEDRY		
2024-25		BOOT ALLOWANCE	224.18
NEDRY 1876		REIMBURSE MILEAGE	18.76
TOTAL FOR: SCOTT NEDRY			242.94
19502	JENNIFER NELSON-MEFFORD		
07222024		JUROR FEE	17.00
TOTAL FOR: JENNIFER NELSON-MEFFORD			17.00
05897	NEOPOST USA INC		
07182024		POSTAGE	30,000.00
TOTAL FOR: NEOPOST USA INC			30,000.00
08575	NETWORK SOLUTIONS		
07/10/2024		SSL CERTIFICATE	1,819.48
TOTAL FOR: NETWORK SOLUTIONS			1,819.48
19450	LISA NEWMAN		
06242024		JUROR FEE	17.00
TOTAL FOR: LISA NEWMAN			17.00

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08749	NEWSBANK INC		
	RN1139403	LIBRARY ANNUAL SUBSCRIPTION NOV 2024-OCT 2025	2,026.00
TOTAL FOR: NEWSBANK INC			2,026.00
18262	NIGHT SHIFT CLEANING & FLOOR MAINT.		
	07/14/2024	SENIOR CTR AUGUST & EARLY VOTING CLEANING	2,183.09
TOTAL FOR: NIGHT SHIFT CLEANING & FLOOR MAINT.			2,183.09
16869	ERIC NISSANI		
	NISSANI 6/20/24	INTERPRETER SERVICE	90.00
	NISSANI 6/21/24	INTERPRETER SERVICE	90.00
	NISSANI 6/27/24	INTERPRETER SERVICE (3 CASES)	135.00
	NISSANI 6/28/24	INTERPRETER SERVICE	90.00
	NISSANI 7/12/24	INTERPRETER SERVICE	90.00
	NISSANI 7/18/24	INTERPRETER SERVICE	90.00
	NISSANI 7/8/24	INTERPRETER SERVICE	90.00
	NISSANI 7/9/24	INTERPRETER SERVICE, MILEAGE	111.44
TOTAL FOR: ERIC NISSANI			786.44
19451	FAITH NOLAN		
	06242024	JUROR FEE	17.00
TOTAL FOR: FAITH NOLAN			17.00
04675	NOWAK & FRAUS, PLLC		
	122354	2021-2024 ASPHALT RESURFACING IMPROVEMENTS	86,445.32
	122372	2024 CROOKS ROAD RESURFACING	39,941.95
	122373	2021-2024 ASPHALT RESURFACING IMPROVEMENTS	602.50
	122374	2024 CONCRETE STREET REPAIR IMPROVEMENTS	47,818.22
TOTAL FOR: NOWAK & FRAUS, PLLC			174,807.99
02677	OAKLAND COUNTY		
	07/11/2024	DELINQUENT TAX STATEMENT FEE	2.00
	07/17/2024	DELINQUENT TAX STATEMENT	2.00
TOTAL FOR: OAKLAND COUNTY			4.00
06178	OAKLAND COUNTY		
	CI041339	JURY COURTHOUSE TECHNOLOGY	500.00
TOTAL FOR: OAKLAND COUNTY			500.00
03336	OAKLAND COUNTY BAR ASSOC		
	06/30/2024	DUES/MEINECKE	280.00
TOTAL FOR: OAKLAND COUNTY BAR ASSOC			280.00
08683	OAKLAND COUNTY BAR ASSOC		
	07/12/2024	5-YR DUES/KOWALKOWSKI	205.00
TOTAL FOR: OAKLAND COUNTY BAR ASSOC			205.00
01002	OAKLAND PRESS		
	07/17/2024	COURT SUBSCRIPTION	11.07
	07/25/2024	LIBRARY 52-WEEK SUBSCRIPTION	1,148.00
TOTAL FOR: OAKLAND PRESS			1,159.07
14251	OAKWAY MUTUAL AID ASSOCIATION		
	2024 MEMBERSHIP	2024 MEMBERSHIP DUES	6,000.00
TOTAL FOR: OAKWAY MUTUAL AID ASSOCIATION			6,000.00
16924	OCAAO		
	07222024	DAMAGE ASSESSMENT CLASS/SWITKOWSKI	40.00
TOTAL FOR: OCAAO			40.00

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01007	ODP BUSINESS SOLUTIONS, LLC		
	371896812001	85793581 OFFICE SUPPLIES	57.16
	371970329001	85793581 OFFICE SUPPLIES	100.27
	371983735001	85793581 OFFICE SUPPLIES	24.74
	374202168001	85793581 OFFICE SUPPLIES	167.42
	374202943001	85793581 OFFICE SUPPLIES	17.19
	374323209001	85793581 OFFICE SUPPLIES	136.60
	374336743001	85793581 OFFICE SUPPLIES	21.27
	374336748001	85793581 OFFICE SUPPLIES	9.79
	374877766001	85793581 OFFICE SUPPLIES	125.22
	375479818001	85793581 OFFICE SUPPLIES	253.04
	375579853001	85793581 OFFICE SUPPLIES	57.89
	375579854001	85793581 OFFICE SUPPLIES	73.07
	375579856001	85793581 OFFICE SUPPLIES	19.79
	376092745001	85793581 OFFICE SUPPLIES	288.72
	376129494001	85793581 OFFICE SUPPLIES	556.95
TOTAL FOR: ODP BUSINESS SOLUTIONS, LLC			1,909.12
16454	OHIO TURNPIKE		
	06/30/2024	FBI LEEDA CONFERENCE TURNPIKE FEE/MOORE	7.75
TOTAL FOR: OHIO TURNPIKE			7.75
01014	OHM ADVISORS		
	78008	RATE ENGINEERING SITE PLAN REVIEWS	4,725.00
TOTAL FOR: OHM ADVISORS			4,725.00
18341	OPENGOV, INC.		
	INV11789	BUDGETING/PURCHASING SOFTWARE IMPLEMENTATION & TRAI	347.58
	INV14318	OPENGOV PROCUREMENT 7/1/24-6/30/25, CONFERENCE ATTE	26,494.00
TOTAL FOR: OPENGOV, INC.			26,841.58
16926	OPENSPOT THEATRE		
	1442	LIBRARY YOUTH PROGRAM WORKSHOP 10/12/24	150.00
TOTAL FOR: OPENSPOT THEATRE			150.00
08249	O'REILLY AUTO		
	3327-153754	VEHICLE REPAIR & MAINTENANCE PARTS	142.72
	3327-155095	VEHICLE REPAIR & MAINTENANCE PARTS	112.02
TOTAL FOR: O'REILLY AUTO			254.74
17762	JAMES ORR		
	380448	PARK BATHROOM CLEANING NORMANDY OAKS, STARR JAYCEE	1,820.00
TOTAL FOR: JAMES ORR			1,820.00
19503	DAKOTA ORTIZ		
	07222024	JUROR FEE	32.00
TOTAL FOR: DAKOTA ORTIZ			32.00
01802	OTIS ELEVATOR COMPANY		
	CVD15622001	REPAIR WORK 514 S LAFAYETTE	1,325.00
TOTAL FOR: OTIS ELEVATOR COMPANY			1,325.00
12581	OVERDRIVE		
	00870C024214295	PURCHASE OF AUDIO BOOKS	858.34
TOTAL FOR: OVERDRIVE			858.34
19361	PARALLEL CONSTRUCTION, INC.		
	2024-18	SR CTR FITNESS CENTER RENOVATION	9,515.00
TOTAL FOR: PARALLEL CONSTRUCTION, INC.			9,515.00

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	Invoice		
19504	BARBARA PARISOTTO		
	07222024	JUROR FEE	17.00
TOTAL FOR: BARBARA PARISOTTO			17.00
09095	PARK RITE WAYNE, LLC		
	2483	MONTHLY MGMT FEE FOR PARKING STRUCTURES JUNE 2024	59,068.83
	2493	2024 TACO FEST COSTS JULY 1-4 2024	10,161.72
TOTAL FOR: PARK RITE WAYNE, LLC			69,230.55
19452	RUTHANNE PEARLMAN		
	06242024	JUROR FEE	17.00
TOTAL FOR: RUTHANNE PEARLMAN			17.00
18523	PENS.COM		
	07/04/2024	RO BRANDED PADFOLIOS	573.55
TOTAL FOR: PENS.COM			573.55
19505	SCOTT PHIPPS		
	07222024	JUROR FEE	32.00
TOTAL FOR: SCOTT PHIPPS			32.00
18472	MAURITA PLOUFF		
	COOK002	PEACH JAM-MAKING CLASS JULY 23	36.00
TOTAL FOR: MAURITA PLOUFF			36.00
18069	PMG SM HOLDINGS LLC		
	INV2073582	YELLOW/WHITE MARKING PAINT	2,748.90
	INV2078134	YELLOW/WHITE MARKING PAINT/BAGS/CLEANER/CONES	2,748.90
TOTAL FOR: PMG SM HOLDINGS LLC			5,497.80
16248	LELAND POIRIER		
	6370	ROSES	20.00
	6373	ROSES	20.00
	6378	ROSES	20.00
	6396	ROSES	20.00
	6398	ROSES	20.00
TOTAL FOR: LELAND POIRIER			100.00
11613	PRECISION PLUMBING INC		
	73643	COURT RESTROOM REPAIR SERVICE	379.00
TOTAL FOR: PRECISION PLUMBING INC			379.00
19408	PRESSREADER INC.		
	07/12/2024	LIBRARY SUBSCRIPTION 7/1/24-6/30/25	5,333.00
TOTAL FOR: PRESSREADER INC.			5,333.00
19453	EMILY PRICE		
	06242024	JUROR FEE	17.00
TOTAL FOR: EMILY PRICE			17.00
01992	PRINTING SYSTEMS, INC		
	234619	ABSENT VOTER ENVELOPES	43.96
TOTAL FOR: PRINTING SYSTEMS, INC			43.96



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01074	PROFESSIONAL SERVICE INDUSTRIES INC		
00930290		CAP2308 2023 MAJOR ROAD RESURFACING IMPROVEMENTS	244.00
00934227		S1903 - 2019 SPOT SEWER REPAIRS	881.00
00934395		DICKINSON PARK TENNIS/BASKETBALL IMPROVEMENTS	1,098.00
00934433		CAP2405 - CONCRETE PAVEMENT REPAIR PROGRAM	6,551.50
00934513		CAP2435 - ROAD RECONSTRUCTION IMPROVEMENTS	1,128.50
00934519		CAP2407 - CROOKS RD RESURFACING IMPROVEMENT	1,241.50
TOTAL FOR: PROFESSIONAL SERVICE INDUSTRIES INC			11,144.50
00371	PROGRESSIVE PLUMBING SUPPLY		
2637001		MAINTENANCE PARTS	118.74
TOTAL FOR: PROGRESSIVE PLUMBING SUPPLY			118.74
01863	PROSECUTING ATTORNEYS ASSOC OF MI		
07/21/2024		COURT COMPUTER/TELECOM LEASE	100.00
TOTAL FOR: PROSECUTING ATTORNEYS ASSOC OF MI			100.00
01085	PRUDENTIAL HEALTHCARE GROUP		
AUG 2024		RETIREMENT	111.84
AUG 2024 LTD		LONG TERM DISABILITY	3,577.36
AUG 2024 STD		SHORT TERM DISABILITY	3,706.21
AUGUST 2024		PAYROLL	6,549.33
TOTAL FOR: PRUDENTIAL HEALTHCARE GROUP			13,944.74
19506	KATHIE PUCKETT		
07222024		JUROR FEE	17.00
TOTAL FOR: KATHIE PUCKETT			17.00
17533	QUADIENT, INC.		
07/07/2024		TREAS HI-CAP INK CARTRIDGES	601.35
TOTAL FOR: QUADIENT, INC.			601.35
01096	QUALITY CLEANERS		
07/11/2024		CLEAN PRISONER COURT APPEARANCE SUIT	19.75
TOTAL FOR: QUALITY CLEANERS			19.75
17619	QUENCH USA, INC.		
INV07709742		DPS CHUNGH0700ICE 7/13-8/12 2024	50.60
TOTAL FOR: QUENCH USA, INC.			50.60
19268	RAY ALLEN MANUFACTURING		
07/09/2024		POLICE A/C SYSTEM UNIVERSAL FIT	102.38
07/16/2024		CREDIT - REFUND TAX CHARGED	(5.40)
TOTAL FOR: RAY ALLEN MANUFACTURING			96.98
18267	REASON CONSULTING CORPORATION		
1468		PERSONAL PROPERTY CONTRACT AUG 2024	2,583.00
TOTAL FOR: REASON CONSULTING CORPORATION			2,583.00
08733	MARK REITENGA		
130		FARMERS MKT SIGHTS & SOUNDS AUG 14	250.00
TOTAL FOR: MARK REITENGA			250.00
08377	RKA PETROLEUM COMPANIES		
0415625		PURCHASE OF FUEL	18,215.33
0415626		PURCHASE OF FUEL	28,552.05
TOTAL FOR: RKA PETROLEUM COMPANIES			46,767.38

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14821	ROAD COMMISSION FOR OAKLAND COUNTY		
7488	TRAFFIC SIGNAL REPAIR PERIOD END 6/30/24		1,777.93
TOTAL FOR: ROAD COMMISSION FOR OAKLAND COUNTY			1,777.93
17234	BILL ROBERTS		
2024-25	BOOT ALLOWANCE		275.55
TOTAL FOR: BILL ROBERTS			275.55
19454	COREY ROBINSON		
06242024	JUROR FEE		32.00
TOTAL FOR: COREY ROBINSON			32.00
05305	ROCKET ONE STOP OFFICE		
13102	MASTER PLAN SIGNAGE		1,478.75
82534	POLICE ENVELOPES		800.00
TOTAL FOR: ROCKET ONE STOP OFFICE			2,278.75
RBOND	Rolar Property Services		
BENG-240104	BD Bond Refund		22,280.00
TOTAL FOR: Rolar Property Services			22,280.00
16760	ROSATI SCHULTZ JOPPICH & AMTSBUECHL		
1081633	EMPLOYEE RELATIONS COMMITTEE INVESTIGATION		82.50
1081634	QUALITY ROOTS CLAIM OF APPEAL		105.00
TOTAL FOR: ROSATI SCHULTZ JOPPICH & AMTSBUECHL			187.50
01157	ROSE PEST SOLUTIONS		
31134431	COURT PEST CONTROL		69.00
31134639	CBD PEST CONTROL		186.00
31139328	300 S LAFAYETTE PEST CONTROL		55.00
31140404	300 S LAFAYETTE BIRD MGMT		58.00
31140405	MOTOR POOL BIRD MGMT		58.00
31140427	ANIMAL SHELTER PEST CONTROL		57.00
31140433	MOTOR POOL BIRD MGMT		58.00
31140487	LIBRARY PEST CONTROL		63.00
31140492	COURT PEST CONTROL		69.00
TOTAL FOR: ROSE PEST SOLUTIONS			673.00
02742	ROWERDINK INC		
01HH9433	CREDIT - VEHICLE REPAIR PARTS		(418.00)
02HH3388	VEHICLE REPAIR & MAINTENANCE PARTS/VEHICLE BATTERIE		1,747.51
02HH5524	CREDIT - VEHICLE BATTERIES		(149.96)
02HI0504	VEHICLE REPAIR & MAINTENANCE PARTS/VEHICLE BATTERIE		45.84
TOTAL FOR: ROWERDINK INC			1,225.39
05604	ROYAL OAK ANIMAL HOSPITAL		
07/21/2024	ANIMAL MEDICAL SERVICES		29.65
TOTAL FOR: ROYAL OAK ANIMAL HOSPITAL			29.65

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08650	ROYAL OAK FORD		
410885		VEHICLE REPAIR & MAINTENANCE PARTS	85.33
410906		VEHICLE REPAIR & MAINTENANCE PARTS	66.42
410912		VEHICLE REPAIR & MAINTENANCE PARTS	164.98
410999		VEHICLE REPAIR & MAINTENANCE PARTS	28.29
411001		VEHICLE REPAIR & MAINTENANCE PARTS	73.44
411010		VEHICLE REPAIR & MAINTENANCE PARTS	110.16
411016		VEHICLE REPAIR & MAINTENANCE PARTS	73.44
411034		VEHICLE REPAIR & MAINTENANCE PARTS	39.55
411066		VEHICLE REPAIR & MAINTENANCE PARTS	558.36
411067		VEHICLE REPAIR & MAINTENANCE PARTS	193.32
411092		VEHICLE REPAIR & MAINTENANCE PARTS	207.36
411100		VEHICLE REPAIR & MAINTENANCE PARTS	162.00
411104		VEHICLE REPAIR & MAINTENANCE PARTS	83.28
590822		VEHICLE REPAIR & MAINTENANCE SERVICES	1,829.54
CM410930		CREDIT - VEHICLE REPAIR PARTS	(22.00)
CM411104		CREDIT - VEHICLE REPAIR PARTS	(40.72)
TOTAL FOR: ROYAL OAK FORD			3,612.75
17524	RUSH ORDER TEES		
07/03/2024		ADULT SOFTBALL-DAY CAMP TSHIRTS	1,987.40
TOTAL FOR: RUSH ORDER TEES			1,987.40
RBOND	SALVATORE PALAZZOLO		
00267151		BD Payment Refund	30.00
TOTAL FOR: SALVATORE PALAZZOLO			30.00
01183	SAM'S CLUB		
07/11/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	46.73
07/21/2024		SENIOR CTR MEMBERSHIP RENEWAL	50.00
TOTAL FOR: SAM'S CLUB			96.73
14776	CALEB SANCHEZ		
07302024		SOCIAL DISTRICT SATURDAY PERFORMER 7/13 & 8/10 2024	400.00
TOTAL FOR: CALEB SANCHEZ			400.00
19507	MELISSA SASS		
07222024		JUROR FEE	17.00
TOTAL FOR: MELISSA SASS			17.00
17486	SCHARFS SERVICE & FUEL OIL, INC.		
A58718 BAL		BALANCE PAYMENT OWED - GASOLINE	100.00
A59109		P&F SMALL ENGINE FUEL	1,061.73
TOTAL FOR: SCHARFS SERVICE & FUEL OIL, INC.			1,161.73
12064	SEI INVESTMENTS		
144909		PENSION MANAGEMENT SERVICES 4/1-6/30 2024	179,877.29
TOTAL FOR: SEI INVESTMENTS			179,877.29
18815	SET SAIL PRESS LLC		
07262024		LIBRARY AUTHOR VISIT SEPT 18	150.00
TOTAL FOR: SET SAIL PRESS LLC			150.00
RBOND	SHAUN CHARLES BEAUCHAMP		
00269737		BD Payment Refund	250.00
TOTAL FOR: SHAUN CHARLES BEAUCHAMP			250.00
19456	KENNETH SHAW		
06242024		JUROR FEE	56.50
TOTAL FOR: KENNETH SHAW			56.50

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16242	SHELL OIL		
06/30/2024		FBI LEEDA CONFERENCE FUEL/MOORE	57.00
TOTAL FOR: SHELL OIL			57.00
03783	SHERWIN WILLIAMS		
0153-1		PAINT MEMORIAL FIELDS	380.35
0161-4		PAINT P&F MEMORIAL PARK	111.43
0187-9		PAINT P&F MEMORIAL PARK	44.99
0189-5		PAINT P&F MEMORIAL PARK	340.45
0205-9		PAINT FOR MEMORIAL FIELD	278.14
8465-3		BIKE LANE PAINT	256.90
8486-9		BIKE LANE PAINT	383.35
TOTAL FOR: SHERWIN WILLIAMS			1,795.61
19457	RANDY SHOWALTER		
06242024		JUROR FEE	17.00
TOTAL FOR: RANDY SHOWALTER			17.00
18488	JOSEPH L. SHREEMAN		
24RO02538 FNL		MIDC COUNSEL	210.00
TOTAL FOR: JOSEPH L. SHREEMAN			210.00
19458	AARON SIMMS		
06242024		JUROR FEE	17.00
TOTAL FOR: AARON SIMMS			17.00
19176	SHAELYNN SIMMS		
03252024		REISSUE - I LOVE RO CONTEST HS DIV. 3RD PLACE	250.00
TOTAL FOR: SHAELYNN SIMMS			250.00
01213	SIRCHIE ACQUISITION COMPANY LLC		
07/03/2024		POLICE EVIDENCE GATHERING SUPPLIES	140.54
07/11/2024		POLICE EVIDENCE GATHERING SUPPLIES	1,038.45
07/26/2024		POLICE OPERATING SUPPLIES	48.96
TOTAL FOR: SIRCHIE ACQUISITION COMPANY LLC			1,227.95
19459	BRIAN SMITH		
06242024		JUROR FEE	17.00
TOTAL FOR: BRIAN SMITH			17.00
19237	LEE SPENCER SMITH		
6171		ROSES	38.25
6172		ROSES	65.00
6173		ROSES	35.00
6174		ROSES	20.00
TOTAL FOR: LEE SPENCER SMITH			158.25
07106	SNAP-ON INDUSTRIAL		
07/18/2024		TOOLS & HARDWARE	732.00
TOTAL FOR: SNAP-ON INDUSTRIAL			732.00
18629	SOCIETY FOR HUMAN RESOURCE MGT		
07/19/2024		PROFESSIONAL MEMBERSHIP	264.00
TOTAL FOR: SOCIETY FOR HUMAN RESOURCE MGT			264.00
01221	SOCRRA		
S-INV108285		REFUSE, RECYCLING, YARD WASTE COLLECTION/DISPOSAL J	243,198.00
TOTAL FOR: SOCRRA			243,198.00

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19460	NICHOLAS SOMMERS		
	06242024	JUROR FEE	32.00
TOTAL FOR: NICHOLAS SOMMERS			32.00
17057	SONETICS CORPORATION		
	07/23/2024	FIRE COMMUNICATION SYSTEM PARTS & SUPPLIES	1,037.81
TOTAL FOR: SONETICS CORPORATION			1,037.81
01220	SONITROL GREAT LAKES		
	558495	COURT MONTHLY SERVICE FEE 8/1-10/31 2024	532.20
	558787	212 S CENTER MONTHLY SERVICE FEE 8/1-10/31 2024	398.01
TOTAL FOR: SONITROL GREAT LAKES			930.21
16456	SPRINGHILL SUITES BY MARRIOT		
	06/30/2024	FBI LEEDA CONFERENCE LODGING/MOORE	881.25
TOTAL FOR: SPRINGHILL SUITES BY MARRIOT			881.25
08600	SQUARESPACE/GOOGLE		
	07/02/2024	WORKSPACE BUSINESS STARTER	12.00
TOTAL FOR: SQUARESPACE/GOOGLE			12.00
16920	SRM CONCRETE		
	108028858	CONCRETE	567.50
TOTAL FOR: SRM CONCRETE			567.50
19478	SSA, LLC- DETROIT-EAST		
	58195	GOLF CAMP	1,554.00
TOTAL FOR: SSA, LLC- DETROIT-EAST			1,554.00
16770	STAPLES		
	6006878385	SENIOR CTR OFFICE/PROGRAM SUPPLIES	137.39
	6006931586	SENIOR CTR OFFICE SUPPLIES	45.32
TOTAL FOR: STAPLES			182.71
17190	STATE COURT ADMINISTRATIVE OFFICE		
	07/10/2024	COURT OPERATOR RENEWAL/BOX	30.00
	07/10/2024	COURT RECORDER RENEWAL/MOZHAM	30.00
	07/10/2024	COURT OPERATOR RENEWAL/OSTROWSKI	30.00
	07/10/2024	COURT OPERATOR RENEWAL/SUTHERLAND	30.00
	07/19/2024	COURT OPERATOR RENEWAL	30.00
	07/19/2024	COURT OPERATOR RENEWAL/KRUGER	30.00
	07/19/2024	COURT RECORDER RENEWAL/MATTHEWS	30.00
	07/19/2024	COURT OPERATOR RENEWAL/PATYK	30.00
	07/24/2024	COURT OPERATOR RENEWAL/FINNEY	30.00
	07/24/2024	COURT OPERATOR RENEWAL/UTLEY	30.00
TOTAL FOR: STATE COURT ADMINISTRATIVE OFFICE			300.00
01259	STATE OF MICHIGAN		
	2023 SET FUND 7/24	REPORTED 2023 CALENDAR YR WORKER'S COMPENSATION LOS	1,281.18
TOTAL FOR: STATE OF MICHIGAN			1,281.18
19508	HESTON STEIN		
	07222024	JUROR FEE	17.00
TOTAL FOR: HESTON STEIN			17.00
RBOND	Steve's Concrete Company		
	BENG-240116	BD Bond Refund	1,000.00
TOTAL FOR: Steve's Concrete Company			1,000.00

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16520	BOBBY STOJKOVSKI		
2024-25 BAL	BOOT ALLOWANCE BALANCE		50.00
TOTAL FOR: BOBBY STOJKOVSKI			50.00
07643	SUBURBAN ARENA MNGMT ROYAL OAK		
1545	ARENA MANGEMENT W/E 7/21/24		30,505.16
TOTAL FOR: SUBURBAN ARENA MNGMT ROYAL OAK			30,505.16
18622	SUBWAY		
06/28/2024	FBI LEEDA CONFERENCE MEALS/MOORE		7.58
TOTAL FOR: SUBWAY			7.58
16243	SUNOCO		
07/14/2024	FUEL COST		75.00
TOTAL FOR: SUNOCO			75.00
12607	SUPPLYDEN		
525033-00	OPERATING SUPPLIES		270.71
TOTAL FOR: SUPPLYDEN			270.71
03985	SYSTEMS DUPLICATING COMP INC		
114003	PRINTING & DOCUMENT DUPLICATING COURT ENVELOPES		1,504.67
TOTAL FOR: SYSTEMS DUPLICATING COMP INC			1,504.67
07000	TARGET		
07/23/2024	PRESCHOOL SUPPLIES		25.49
TOTAL FOR: TARGET			25.49
19509	MARK TARNO		
07222024	JUROR FEE		32.00
TOTAL FOR: MARK TARNO			32.00
19277	POOWANAT JOSEPH TASMA		
TASMA 7/18/24	INTERPRETER SERVICE		90.00
TOTAL FOR: POOWANAT JOSEPH TASMA			90.00
19510	ELIZABETH TATRO		
07222024	JUROR FEE		17.00
TOTAL FOR: ELIZABETH TATRO			17.00
19461	SCOTT TAYLOR		
06242024	JUROR FEE		17.00
TOTAL FOR: SCOTT TAYLOR			17.00
18276	TAYLORED EVENNTS		
07/07/2024	LIBRARY CHARACTER PARTY NOV 2		250.00
07/18/2024	LIBRARY YOUTH PROGRAM		105.00
TOTAL FOR: TAYLORED EVENNTS			355.00
01318	TENNANT SALES & SERVICE CO		
920457474	PURCHASE OF FACILITY SWEEPER		54,823.04
TOTAL FOR: TENNANT SALES & SERVICE CO			54,823.04
16352	THE PARK CATALOG		
06/28/2024	PARKS & REC MEMORIAL BENCH		1,254.00
TOTAL FOR: THE PARK CATALOG			1,254.00

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Vendor Code	Vendor Name	Description	Amount
Invoice			
19511	SUSAN THOMAS		
07222024		JUROR FEE	32.00
TOTAL FOR: SUSAN THOMAS			32.00
19512	ALAN THOMPSON		
07222024		JUROR FEE	17.00
TOTAL FOR: ALAN THOMPSON			17.00
03545	THOMSON REUTERS - WEST		
850400013		COURT ONLINE/SOFTWARE SUBSCRIPTION CHARGES	283.80
850420020		COURT ONLINE/SOFTWARE SUBSCRIPTION CHARGES	496.75
TOTAL FOR: THOMSON REUTERS - WEST			780.55
18656	CARY TIGANI		
07302024		SOCIAL DISTRICT SATURDAY PERFORMER	200.00
TOTAL FOR: CARY TIGANI			200.00
17689	T-MOBILE USA, INC.		
9574686031		POLICE TOWER DUMP	150.00
TOTAL FOR: T-MOBILE USA, INC.			150.00
06851	DAVID TORGERSON		
5074		ROSES	40.00
TOTAL FOR: DAVID TORGERSON			40.00
18857	TPT - TEACHERS	PAY TEACHERS	
07/25/2024		PRESCHOOL SUPPLIES	6.50
TOTAL FOR: TPT - TEACHERS PAY TEACHERS			6.50
19476	TRAININNG LLC		
07/26/2024		EXCEL TRAINING/SCHWANGER	199.00
TOTAL FOR: TRAININNG LLC			199.00
03255	TRANS-TEK TRANSPORT		
13300		REFUSE HAUL OUT FROM DPS YARD & MATERIAL FOR DPS OP	13,438.12
TOTAL FOR: TRANS-TEK TRANSPORT			13,438.12
10845	TRANSUNION RISK AND ALTERNATIVE		
916841-202406-1		COMPUTER/TELECOM EQUIP LEASES & RENTALS JUNE 2024	318.20
TOTAL FOR: TRANSUNION RISK AND ALTERNATIVE			318.20
16910	TWO UNIQUE CATERERS		
07/21/2024		ELECTION WORKER MEALS/KELLER SCHOOL	145.96
07/21/2024		ELECTION WORKER MEALS/CITY HALL	213.94
07/21/2024		ELECTION WORKER MEALS/FARMERS MKT	281.92
07/23/2024		ELECTION WORKER MEALS/SALTER CTR	281.92
07/23/2024		ELECTION WORKER MEALS/RO MIDDLE SCHOOL	145.96
07/24/2024		ELECTION WORKER MEALS/NORTHWOOD SCHOOL	281.92
07/24/2024		ELECTION WORKER MEALS/OAKLAND TECH CENTER	145.96
07/25/2024		ELECTION WORKER MEALS/CHURCHILL SCHOOL	145.96
07/25/2024		ELECTION WORKER MEALS/2222 W WEBSTER RD	281.92
07/26/2024		ELECTION WORKER MEALS/WOODSIDE CHURCH	145.96
07/26/2024		ELECTION WORKER MEALS/RO HIGH SCHOOL	281.92
TOTAL FOR: TWO UNIQUE CATERERS			2,353.34
01389	UNIVERSAL PLUMBING SUPPLY		
2407-057944		OPERATING SUPPLIES	25.76
TOTAL FOR: UNIVERSAL PLUMBING SUPPLY			25.76

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Invoice			
18851	UNIVERSITY OF THE PACIFIC		
07/14/2024		ANIMAL SHELTER LEADERSHIP COURSE/ELLISON	399.00
TOTAL FOR: UNIVERSITY OF THE PACIFIC			399.00
19513	MARY URBANEK		
07222024		JUROR FEE	17.00
TOTAL FOR: MARY URBANEK			17.00
19469	WILLIAM URICH		
07182024		REIMBURSE MAGISTRATE SEMINAR MILEAGE	109.88
TOTAL FOR: WILLIAM URICH			109.88
13627	UTEC		
326492		PRINTER MAINTENANCE & SUPPORT 7/15-8/14 2024	7,787.64
TOTAL FOR: UTEC			7,787.64
19087	VERDETERRE CONTRACTING, INC.		
CAP2410 PE3		2024 WATER MAIN IMPROVEMENTS	424,230.72
TOTAL FOR: VERDETERRE CONTRACTING, INC.			424,230.72
05778	VERIZON WIRELESS		
06/30/2024		CELL PHONE SERVICE MAY 10-JUN 9	6,564.86
06/30/2024		CELL PHONE SERVICE MAY 10-JUN 9	88.06
07/12/2024		CELL PHONE SERVICE MAY 24-JUN 23	609.54
TOTAL FOR: VERIZON WIRELESS			7,262.46
14557	Arthur Versace		
07262024		REIMBURSE WATER FOR COURT OFFICE	15.98
TOTAL FOR: Arthur Versace			15.98
09647	VETERINARY EMERGENCY SERVICE		
67516		ANIMAL MEDICAL SERVICES	5,248.10
TOTAL FOR: VETERINARY EMERGENCY SERVICE			5,248.10
15926	Antonia Vivian		
VIVIAN 6/21/24		INTERPRETER SERVICE, MILEAGE	111.44
VIVIAN 7/9/24		INTERPRETER SERVICE	90.00
TOTAL FOR: Antonia Vivian			201.44
06852	WALGREENS		
07/26/2024		POLICE YOUTH ACADEMY PHOTOS	95.19
TOTAL FOR: WALGREENS			95.19
RBOND	WALLSIDE, INC		
00269764		BD Payment Refund	100.00
TOTAL FOR: WALLSIDE, INC			100.00
06947	WALMART		
07/07/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	66.63
07/09/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	72.06
07/17/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	267.91
07/18/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	97.87
07/24/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	34.44
07/25/2024		SENIOR CTR TIM'S KITCHEN SUPPLIES	57.60
TOTAL FOR: WALMART			596.51
05570	HAN HOONG WANG		
SUMMER 2024		TAI CHI CLASSES	1,337.28
TOTAL FOR: HAN HOONG WANG			1,337.28



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Invoice			
19462	JESSICA WARDROPE		
06242024		JUROR FEE	17.00
TOTAL FOR: JESSICA WARDROPE			17.00
02277	WARREN CONTRACTORS & DEVELOP		
2403-2		DICKINSON PARK TENNIS AND BASKETBALL COURTS IMPROVE	202,000.25
TOTAL FOR: WARREN CONTRACTORS & DEVELOP			202,000.25
17285	ANNABELLE WEATHERS		
081424		FARMERS MKT SIGHTS & SOUNDS AUG 14	225.00
TOTAL FOR: ANNABELLE WEATHERS			225.00
19514	CLAYTON WEISSENBORN		
07222024		JUROR FEE	32.00
TOTAL FOR: CLAYTON WEISSENBORN			32.00
01429	WEST SHORE FIRE REPAIR INC		
33088		REPAIR PARTS FOR FIRE ENGINE #912	1,192.88
TOTAL FOR: WEST SHORE FIRE REPAIR INC			1,192.88
19407	WESTCOAST SAW		
06/30/2024		P&F CHAINSAW MUFFLER	64.63
TOTAL FOR: WESTCOAST SAW			64.63
17147	WHEN I WORK		
07/01/2024		RECREATION ESSENTIALS SCHEDULING/ATTENDANCE	120.00
TOTAL FOR: WHEN I WORK			120.00
19463	AJ WHITE		
06242024		JUROR FEE	17.00
TOTAL FOR: AJ WHITE			17.00
13901	WIL WHITE		
07162024		JBOR MEETING	75.00
TOTAL FOR: WIL WHITE			75.00
19464	DONNA WILCOX		
06242024		JUROR FEE	56.50
TOTAL FOR: DONNA WILCOX			56.50
01446	WINDER POLICE EQUIPMENT INC		
241137		30 MINUTE SPIKELESS FLARES (8) 24-25FY	2,574.00
TOTAL FOR: WINDER POLICE EQUIPMENT INC			2,574.00
19399	WINKING LIZARD TAVERN		
06/30/2024		FBI LEEDA CONFERENCE MEALS/MOORE	14.26
TOTAL FOR: WINKING LIZARD TAVERN			14.26
09794	WOLVERINE FREIGHTLINER		
735891		VEHICLE REPAIR & MAINTENANCE PARTS	70.15
TOTAL FOR: WOLVERINE FREIGHTLINER			70.15
14072	WORKSMART DATABASE MASTERS, LLC		
2407027		POLICE COURT-ORDERED SET-ASIDE DATABASE PROJECT 6/1	400.00
TOTAL FOR: WORKSMART DATABASE MASTERS, LLC			400.00

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	Invoice		
05315	WORRY FREE INC		
	24-78673	CROSSWALKS GROUNDS MAINTENANCE	5,650.00
	24-78734	CBD SUMMER MAINTENANCE JULY 15-21 2024	13,200.00
	24-78749	CBD SUMMER MAINTENANCE JULY 22-28	13,200.00
	24-78854	RAIN GARDENS MAINTENANCE	9,745.00
	24-78855	MAINTENANCE VARIOUS LOCATIONS	6,450.00
TOTAL FOR: WORRY FREE INC			48,245.00
14019	WOW! BUSINESS		
	07/14/2024	VARIOUS CITY LOCATIONS	3,280.17
TOTAL FOR: WOW! BUSINESS			3,280.17
19515	PATRICK WYMAN		
	07222024	JUROR FEE	17.00
TOTAL FOR: PATRICK WYMAN			17.00
19465	MARCUS YONO		
	06242024	JUROR FEE	32.00
TOTAL FOR: MARCUS YONO			32.00
18265	DAWN ANN YOUNG		
	07/09/2024	ON-DEMAND MASTER DIALOG TRAINING/WROBEL	255.00
TOTAL FOR: DAWN ANN YOUNG			255.00
19467	SHANNON ZALOBsky		
	06242024	JUROR FEE	32.00
TOTAL FOR: SHANNON ZALOBsky			32.00
19516	DEBORAH ZGOL		
	07222024	JUROR FEE	17.00
TOTAL FOR: DEBORAH ZGOL			17.00
TOTAL - ALL VENDORS			4,804,452.64

**PAYROLL #609**PAYROLL DATE: 08/09/24**HUNTINGTON - PAYROLL**

DIRECT DEPOSIT	\$869,489.72	
PAPER CHECK	\$1,595.61	
ADJUSTMENTS		
		<u>\$871,085.33</u>

**ELECTRONIC MONEY TRANSFER - ACH**

IRS		
	FED. W/H	118,472.74
	SOC SEC	91,687.24
	MEDICARE	36,092.04
		<u>246,252.02</u>
STATE OF MICHIGAN TREASURY		<u>46,621.15</u>
FRIEND OF THE COURT		<u>2,747.36</u>
MISSIONSQUARE		<u>116,839.41</u>
NATIONWIDE		<u>39,244.47</u>
MERS		<u>27,544.34</u>
TASC		<u>10,091.96</u>

**ACCOUNTS PAYABLE - CHECKS**

MICHIGAN EDUCATION TRUST		<u>-</u>
MISC DEDUCTIONS		<u>193.54</u>

UNION DUES		
	PSA	484.00
	POA	3,233.00
	Command	1,200.00
	Detectives	490.00
	DPS	2,561.28
	Fire	6,144.88
	TPOAM	1,540.00
	Parking	120.00
UNION DUES		<u>15,773.16</u>

<b>GRAND TOTAL</b>	<b>\$</b>	<b><u>1,376,392.74</u></b>
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## Request for Purchase Order Approval

August 1, 2024

The Honorable Mayor Fournier and  
Members of the City Commission:

If the city commission is in agreement, the following resolution to approve purchase orders is recommended:

**Be it resolved**, the city commission approves the following requisition/purchase orders for fiscal year 2024-25:

Requisition #	R008615
Vendor:	Effectv
Requesting approval for:	\$120,000
Price Source:	in a multi-year contract
Budgeted:	\$120,000
Department / Fund:	DDA/TIFA / DDA development
Description:	commercial ads

Requisition #	R008532
Vendor:	Frank Everingham
Requesting approval for:	\$70,000
Price Source:	estimation
Budgeted:	\$70,000
Department / Fund:	inspection/code enforcement / state construction code
Description:	electrical inspector

Requisition #	R008616
Vendor:	iHeart Media
Requesting approval for:	\$60,000
Price Source:	sole source
Budgeted:	\$60,000
Department / Fund:	DDA/TIFA / DDA development
Description:	streaming radio ads

Respectfully submitted,

Kymberly Coy  
Finance Director

Approved,

Mark Wollenweber  
Interim City Manager

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Approval of Royal Oak Library Roof Project 2024</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Department of Public Service</b>
<b>PRESENTER</b>	<b>Matt Exley</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

The Royal Oak Public Library roof has been graded in poor condition since the 2016 inspection. Several repairs and a semi-annual maintenance program have kept the roof from a failing grade. Staff has been working with The Garland Company (Garland) who is part of the competitive purchasing group, OMNIA partners, for several years to help staff assess and create budgets for our major roofing projects as well as coordinate bids and conduct project oversight. OMNIA partners are a public-sector cooperative purchasing organization that provides contracted, competitively bid goods and service providers that assist municipalities in meeting public procurement requirements. Royal Oak is a member of OMNIA Partners.

Garland has received bids for this project ranging from \$529,486 to \$753,551. Royal Roofing from Auburn Hills, MI is the low bidder at \$529,486. Royal has performed other large roofing projects on city owned facilities with favorable results.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>\$529,486</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$500,000</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$29,486 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>Library Fund</b>
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

- ☒ No fiscal impact  
☐ Workload impact (details below)

☐ Revenue impact (details below)  
☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

N/A

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

No workload impacts.

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

No operations impact.

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## **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

These repairs support the city goal of maintaining city facility assets.

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## **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

None.

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## **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

At its 6/25/24 meeting, the Library Board voted unanimously to approve the Royal Roofing bid.

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves an expenditure of \$529,486.00 to Garland DBS, Inc. of Cleveland, Ohio, for the library roof re-construction and authorizes staff to issue a purchase order in that amount, and;

**BE IT FURTHER RESOLVED**, the Royal Oak City Commission authorizes the Clerk and Mayor to execute the agreement.

### **ATTACHMENTS:**

- Contract & Bid Recommendation



**CONTRACT FOR  
JOB # 25-MI-240598**

BETWEEN **City of Royal Oak** AND GARLAND/DBS, INC. FOR THE Royal Oak Public Library Section A & B (Base Bid)

- 1.) This CONTRACT is made at **Cuyahoga County** as of July 12, 2024, ("Effective Date"), by and between the **City of Royal Oak** located at **203 S Troy Street Royal Oak, MI 48067** (hereinafter designated the "CUSTOMER"), and **Garland/DBS, Inc.**, located at **3800 East 91<sup>st</sup> Street Cleveland, OH 44105** (hereinafter designated the "CONTRACTOR").
- 2.) The CONTRACTOR shall furnish all material, labor, equipment, and tools necessary for the **Royal Oak Public Library Section A & B (Base Bid)** located at **222 E Eleven Mile Rd Royal Oak, MI 48067**, as well as all work incidental and pertinent thereto, (hereinafter designated the "Project") all in accordance with the original proposal # **25-MI-240598** dated **06/04/2024** submitted by the CONTRACTOR (hereinafter together designated the "Specifications"), a copy of which is attached hereto as Exhibit A and incorporated herein. In the event of any conflict, ambiguity, or inconsistency between the terms contained in this CONTRACT and the Exhibits, the terms set forth in this CONTRACT shall govern and control.
- 3.) The term of the CONTRACT shall begin on the Effective Date first written above, and shall be completed **on or before November 15, 2024**, unless sooner terminated as permitted herein, or unless extended by agreement of the parties set forth in writing. The work shall commence within ten (10) days from the date that CONTRACTOR receives a copy or original of the fully executed CONTRACT, which receipt shall be considered Notice to Proceed. The CONTRACTOR is required to submit to the CUSTOMER a Certificate of Insurance and Performance and Payment bonds prior to commencing work. In addition, the work shall be scheduled as agreed upon by the parties.
- 4.) The sums to be paid to the CONTRACTOR shall be at the bid price(s) shown on the Specifications (Exhibit A), and the total to be paid to CONTRACTOR shall be a maximum of **\$529,486.00**, as set forth in the purchase order and Exhibit A. Invoices shall provide details of all Project expenses as permitted in this CONTRACT. CONTRACTOR shall apply no late charges, interest or penalties to any invoice or charges for services until 30 days from the CUSTOMER receipt of the invoice. If this CONTRACT is terminated for convenience for any reason, then the CONTRACTOR shall be paid pro rata for all services performed, materials purchased, and administrative costs incurred, including lost profit, to the effective date of termination.
- 5.) If the CUSTOMER wishes to terminate the CONTRACTOR for cause due to the failure of CONTRACTOR to perform as required under this CONTRACT and/or in a manner consistent with the degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances, then the CUSTOMER must provide the CONTRACTOR with written notice of said failure to perform. The



CUSTOMER must give ten (10) working days from the CONTRACTOR's receipt of the Notice to Cure for the CONTRACTOR to cure or take reasonable action to commence to cure the performance concerns specified. If the CONTRACTOR does not take appropriate action within the ten (10) day period, the CUSTOMER may issue a Final Notice to Cure. The CONTRACTOR will have an additional five (5) working days from the receipt of the Notice to Cure to cure or take reasonable action to commence to cure before the CUSTOMER can terminate the CONTRACT. If the CONTRACTOR is terminated for cause, the CUSTOMER may provide or employ any necessary labor and materials in lieu of CONTRACTOR to finish part or all of the work under the CONTRACT or to supplement the work of CONTRACTOR, and to deduct the cost thereof from any money, then due or thereafter to become due to the CONTRACTOR; and if such cost shall exceed the balance due to CONTRACTOR, then the CONTRACTOR shall pay the difference to the CUSTOMER.

- 6.) CUSTOMER may issue subsequent modifications to the Purchase Order(s) for additional work that was not known or included in the Specifications that is found to be needed during the work on the Project to complete the Project over and above the amount set forth in this paragraph four (4) and in Exhibit A. CONTRACTOR must seek approval from the CUSTOMER before performing any additional work. The CUSTOMER must provide the CONTRACTOR written documentation of the modification to the Purchase Order within three (3) business days of verbal approval. CONTRACTOR is not obligated to perform additional work until written modification has been received from the CUSTOMER, but may commence work based upon a reasonable assumption that written modification will be issued. Incidental additional work performed by the CONTRACTOR without CUSTOMER consent will be evaluated and considered for payment based upon the work's merit. If the CUSTOMER determines the incidental additional work was not included in the original scope of the project and required for the CONTRACTOR's uninterrupted performance in fulfillment of the contract, then the CUSTOMER will approve the CONTRACTOR's request for payment for incidental additional work.
- 7.) All the work done under this CONTRACT shall be performed under the oversight of \_\_\_\_\_, the CUSTOMER'S representative. All notices hereunder shall be (a) in writing; (b) delivered to the representatives of the parties at the addressees set forth in the Specifications, unless changed by either party by notice to the other party; and (c) effective upon receipt.
- 8.) The CONTRACTOR shall furnish the CUSTOMER with a performance or contract bond and a labor and material bond, each in the amount of **\$529,486.00** a Certificate of Workers' Compensation, and a Certificate of Insurance evidential of comprehensive general liability insurance and property insurance with minimum coverage in amounts reasonable to or exceeding what is normally expected for a comparable project in size and scope. Further, said Certificate of Insurance shall name **City of Royal Oak** as an additional insured. Said Certificate of Insurance shall also provide that at least thirty (30) days written notice shall be given to the CUSTOMER of any material change in, or cancellation of, said insurance.

- 9.) Should the CONTRACTOR at any time refuse or neglect to supply a sufficiency of properly skilled workers or materials of the proper quality, or fail in any respect to prosecute the work herein described with promptness and diligence, or fail in the performance of any of the agreements contained herein, the CUSTOMER shall have the right to immediately suspend all work, or any part thereof under this CONTRACT, upon the CUSTOMER's issuance of a stop work notice to the CONTRACTOR and the CONTRACTOR's confirmed receipt of the stop work notice. The work shall continue to be suspended until such time as the CUSTOMER and CONTRACTOR have come to a mutual agreement on how the work under the CONTRACT shall proceed. Should the CONTRACTOR continue to refuse or neglect to supply a sufficiency of properly skilled workers or materials of the proper quality, or fail in any respect to prosecute the work herein described with promptness and diligence, or fail in the performance of any of the agreements contained herein, then the CUSTOMER may, after following the procedures listed in Section 5 above, terminate the CONTRACT for cause.
- 10.) The CONTRACTOR shall indemnify, save harmless, and defend the CUSTOMER from and against all losses, claims, demands, payments, suits, actions, recoveries, and judgments of every nature and description, made, brought, or recovered against the CUSTOMER by reason of any negligent act or omission of the CONTRACTOR, its agents, its subcontractors, or its employees, in the execution of the work herein contracted for.
- 11.) The CONTRACTOR or CUSTOMER has the right to request and be granted a Termination for Convenience from the CONTRACT obligations if there is a joint determination from both the CUSTOMER and the CONTRACTOR that the termination is in the best interests of both parties, or if the CONTRACTOR or CUSTOMER believes the Termination for Convenience to be in its best interests because a timely resolution, within ten (10) days from the CUSTOMER'S receipt of written notification, will not be provided with regard to requests for information (RFI), request for clarification, or requests for modification to the Purchase Order(s) due to differing site conditions, vague Specifications, or unforeseen circumstances. Under a Termination for Convenience, the CONTRACTOR or CUSTOMER shall be reimbursed for all justifiable costs including price of supplies, services delivered, and administrative expenses, including lost profit under the CONTRACT or Purchase Order.
- 12.) This CONTRACT shall be deemed to contain all the terms and conditions agreed to between the parties, who both agree that no representations or promises of any kind whatsoever have been made other than herein contained, and this CONTRACT shall be binding upon both parties and their respective heirs, administrators, executors, successors, and assigns.
- 13.) This CONTRACT is contingent upon receipt of a written purchase order from CUSTOMER. All terms must be agreed upon by both parties.
- 14.) CUSTOMER shall have the right to approve all subcontracts or assignments of work equal to or exceeding \$10,000. CUSTOMER shall not unreasonably withhold, delay or condition subcontracting or assignments, but may express final and binding disapproval of a

proposed assignee or subcontractor. Should the CONTRACTOR be forced to choose a different subcontractor/assignee that is of higher cost than the initial subcontractor/assignee, due to the CUSTOMER's disapproval, the CONTRACTOR shall be able to request and will receive approval from the CUSTOMER for a modification to the CONTRACT to cover the additional cost. CONTRACTOR shall remain responsible for the work of any agent or independent contractor to whom it assigns its Work, and any assignment or subcontract shall incorporate the terms of this Contract into its contract delegating its Work.

- 15.) If the Project involves construction of a public improvement at a cost exceeding the threshold for payment prevailing wage rates of pay, each laborer, workman or mechanic employed by the CONTRACTOR for performance of the Project herein described or by the subcontractor shall be paid not less than the minimum rate of pay for the applicable pay classification. The CONTRACTOR and their subcontractors who are subject to the requirements of paying prevailing wages shall keep full and accurate payroll records covering all disbursements of wages to their employees to whom they are required to pay not less than the prevailing rate of wages. The CONTRACTOR and its subcontractors shall deliver to the CUSTOMER a certified copy of their respective payrolls, within two weeks of the CUSTOMER's request, for each pay period requested by the CUSTOMER.
- 16.) Payments to the CONTRACTOR shall be made at the rate of ninety-five percent (95%) of the approved partial payment estimate for each monthly progress billing. The CUSTOMER will retain five percent (5%) of every approved partial payment. The retained amount will be paid to the CONTRACTOR no later than thirty (30) days following Final Acceptance of the work. Upon completion and acceptance of the work, the CUSTOMER shall issue a certificate attached to the final payment request that the work has been accepted by it under the terms, promises and conditions of the CONTRACT.
- 17.) CONTRACTOR has been employed under this Contract as an independent contractor in order to construct its portion of the Project. CONTRACTOR agrees that no authority has been conferred upon it by CUSTOMER to hire any person(s) on behalf of CUSTOMER, and CUSTOMER undertakes no obligation of any sort to CONTRACTOR's employees or subcontractors. It is understood and agreed that the CONTRACTOR shall select, engage, and discharge its employees, agents, or servants and otherwise direct and control their services. CONTRACTOR will also comply with all laws concerning qualification to do business and engage in the work involved under this CONTRACT and will file all returns and reports required of it and pay all taxes and contributions imposed upon it.
- 18.) CONTRACTOR agrees not to discriminate against any employee or applicant for employment because of age, race, color, religion, sex, or national origin.
- 19.) The CUSTOMER shall not be considered to have accepted possession of the work under this CONTRACT until a notice of completion is issued to the CONTRACTOR by the CUSTOMER or CUSTOMER's representative, or payment of the full CONTRACT compensation is received by the CONTRACTOR, unless the Parties otherwise mutually agree.

- 20.) CONTRACTOR, at all times during its performance of its work under this CONTRACT, shall keep the work site, grounds, and roof tops surrounding the work site free from accumulation of waste materials or rubbish caused by its activities. Upon completion of the work under this CONTRACT, the CONTRACTOR shall promptly remove all its waste materials and rubbish from and about the work site, as well as, its tools, construction equipment, machinery, and surplus materials, as to leave the work site "Broom Clean" or its equivalent.
- 21.) The law is hereby agreed to be the law of the State where the Project is situated. The parties agree that the proper venue for action, suit, or other litigation arising under this agreement shall lie in the courts of **Oakland County, MI**. In the event legal action is instituted to enforce this agreement, each party agrees to bear its own attorney fees and costs while waiving the right to collect attorney fees and costs from the opposing party. Each party also agrees to waive its right to have any pending action or trial heard by a jury.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, authorized representatives of each party to this CONTRACT, indicating their party's approval of the terms herein, have signed as of the dates set forth below.

WITNESSES:

1. JS  
2. [Signature]



WITNESSES:

1. \_\_\_\_\_  
2. \_\_\_\_\_

**GARLAND/DBS, INC.**

By: [Signature]  
Brian Lambert  
Printed Name

President  
Title

Tax ID. No. 80-0525452

Date: 7-30-2024

**City of Royal Oak**

By: \_\_\_\_\_

Date: \_\_\_\_\_

And

By: \_\_\_\_\_

Date: \_\_\_\_\_

## Exhibit A



**Garland/DBS, Inc.**  
**3800 East 91<sup>st</sup> Street**  
**Cleveland, OH 44105**  
**Phone: (800) 762-8225**  
**Fax: (216) 883-2055**



## **ROOFING MATERIAL AND SERVICES PROPOSAL**

### **City of Royal Oak**

**Royal Oak Public Library**  
**222 E Eleven Mile Rd**  
**Royal Oak, MI 48067**

**Salter Community Center**  
**1545 E. Lincoln Ave**  
**Royal Oak, MI 48067**

**Date Submitted: 06/04/2024**

**Proposal #: 25-MI-240598**

**MICPA # PW1925**

Purchase orders to be made out to: Garland/DBS, Inc.

**Please Note:** The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

### **Scope of Work: Library - Section A & B (Base Bid)**

1. Repair any existing ridges, splits, punctures or tears to the existing membrane roofing where necessary. All repairs should be made with cured, 60ml EPDM.
2. Roof surface and flashings to be cleaned using power washer (2,000 psi) and SimpleGreen solution. Soft bristle broom will be used to remove areas of heavy dirt, debris, oil and scale. Contractor to anticipate a minimum of two cleanings prior to the final rinse. If the roof surface becomes contaminated at any time during the application, additional cleaning will be required.
3. Existing walk pads shall be removed and replaced with similar walk pads, ensuring all corners are adhered.
4. Apply base coat of polyurea coating at a rate of 2.5 gallons per square throughout the field and flashings. Consult application guide for tips and ensure to work in small areas to ensure proper work time and coverage rate.

5. Immediately embed polyester firm reinforcement fabric, ensuring to saturate thoroughly, bushing/rolling into base coating while liquid. Special attention should be given to minimize wrinkles in the fabric during installation. Allow 48 hours to cure.
6. Apply top coat of polyurea at a rate of two gallons per square over all field and flashings. Allow 48 hours to cure. Shoe covers should be utilized when applying top coat to limit markings.
7. Primary roofing manufacturer to provide routine quality inspections and weekly documentation throughout the duration of the project.
8. All Sections: Clean up all debris and/or damage done to grounds, building and roof top (if any). Contractor is responsible for any clean up and cost accrued.
9. Contractor to provide a written (3) year workmanship warranty to manufacturer/owner. The manufacturer is to provide a single (20) year warranty directly to owner.

#### Library - Section A & B (Base Bid) - Line Item Pricing Breakdown

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
23.01	Cleaning & Caulking: Pressure Wash to Clean Horizontal Surfaces	\$ 1.02	22,000	SF	\$ 22,440
15.18	RESTORATIONS - RECOATING OF EXISTING ROOF SYSTEMS : RESTORATION OF A SINGLE-PLY ROOF OR SMOOTH-SURFACE BUR/MODIFIED BUR SYSTEMS WITH FULLY-REINFORCED, TWO-COMPONENT, LOW-ODER URETHANE Prepare Roof Surface by Cleaning with TSP or Simple Green, Use Portable Blowers to Clear the Roof Surface of Moisture; Reinforce Entire Roof Surface by Applying a Two-Component, Low-Oder Urethane 2 Gallons per Square / Reinforcement / 1 Gallon per Square (3 Gallons per Square Total Prior to Top Coat), Wait 24-48 Hours, Apply Two-Component, Low-Oder Urethane as a Top Coat at a Rate of 2 Gallons per Square Over the Entire Roof According to Manufacturer's Specifications.	\$ 19.21	22,000	SF	\$ 422,620
	<b>Sub Total Prior to Multipliers</b>				<b>\$ 445,060</b>
22.01	MULTIPLIER - DIFFICULT ROOF OR BUILDING ACCESS Multiplier is applied when labor production is effected by roof or building access. Situations that can cause roof access to be more difficult include, but are not limited to: no access for lifts or cranes, access is dependent upon road closure, access point requires the closure of a building entrance, roof level is not accessible from the ground, roof area is interior to adjacent roofs or roof materials and materials and equipment must be loaded to one roof area and carried to another roof area, roof materials and equipment must be carried to the roof through an interior building access point, no or limited staging areas on the ground, etc.	30	\$ 445,060	%	\$ 133,518



22.03	MULTIPLIER - MULTIPLE MATERIAL STAGINGS Multiplier is applied when labor production is effected by the time it takes to stage a roof multiple times. Situations include, but are not limited to staging materials to perform work on multiple roof levels, planned shutdowns and restarts, portion of the job is over sensitive work areas requiring staging from more than one point, etc.	25	\$ 445,060	%	\$ 111,265
22.08	MULTIPLIER - ROOF HEIGHT IS GREATER THAN 20 FT, BUT LESS THAN OR EQUAL TO 50 FT STORIES Multiplier is applied when labor production is effected by the roof height. This multiplier applies to roof heights that exceed an estimated 2 stories, but are less than or equal to an estimated 5 stories. Additional roof height can require increased safety requirements, larger lift equipment, tie-offs, etc.	25	\$ 445,060	%	\$ 111,265
	<b>Total After Multipliers</b>				<b>\$ 801,108</b>

**Library - Section A & B (Base Bid):**

**Total Maximum Price of Line Items under the MICPA:** **\$ 801,108**

**Proposal Price Based Upon Market Experience:** **\$ 529,486**

**Garland/DBS Price Based Upon Local Market Competition:**

<b>Royal Roofing Co., Inc.</b>	<b>\$ 529,486</b>
<b>Lutz Roofing</b>	<b>\$ 580,486</b>
<b>Schreiber Corporation</b>	<b>\$ 676,221</b>
<b>Schena Roofing</b>	<b>\$ 753,551</b>

**Unforeseen Site Conditions (Royal Roofing Co., Inc.):**

Wood Blocking (Nailer) Replacement	\$ 6.84	per Ln. Ft.
Additional Insulation Replacement	\$ 2.57	per Sq. Ft.
Drain Replacement	\$ 2,565.00	Each
Drain Strainer	\$ 427.50	Each
Drain Clamping Ring	\$ 427.50	Each

**Scope of Work: Library - Section A & B (Alternate Bid)**

1. Remove existing roofing system and components down to metal decking.
2. Inspect decking for deficiencies and repair at predetermined line item pricing.
3. Mechanically attached two layers of 2.6" polyisocyanurate insulation, staggering joints throughout.
4. Install 1/2:12 slope tapered saddles between drain sumps.
5. Attach a 1/2" pre-primed recovery board in insulation adhesive.
6. Install fiberglass reinforced SBS modified base sheet specified in GreenLock Membrane Adhesive. Base sheet to be installed in a shingle fashion starting at the low point.
7. Install KEE-Stone FB cap sheet specified in KEE-Lock Adhesive using spatter-spray application guidelines.

8. Flashing to be comprised of fiberglass reinforced SBS modified base in GreenLock Flashing Adhesive and KEE-Stone FB cap sheet installed in KEE-Lock Foam Adhesive.
9. Sump all drains at 8' diameter using 1/2:12 slope; install new pans.
10. New edge metal to be fabricated and installed per wind up-lift calculations and local code.
11. Replace existing pipe supports with composite supports; secure to electrical conduit.
12. Charcoal filters are to be used at all roof penetrations throughout the installation process. HVAC units and intakes nearest the working area should be powered down during the day.
13. All Sections: Clean up all debris and/or damage done to grounds, building and roof top (if any). Contractor is responsible for any clean up and cost accrued.
14. Contractor to provide a written (2) year workmanship warranty to manufacturer. The Primary roofing system manufacturer is to provide a single (30) year warranty directly to the City of Royal Oak which includes materials and labor.

**Library - Section A & B (Alternate Bid):**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 819,799</b>
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**Garland/DBS Price Based Upon Local Market Competition:**

<b>Lutz Roofing</b>	<b>\$ 819,799</b>
<b>Royal Roofing Co., Inc.</b>	<b>\$ 848,148</b>
<b>Schreiber Corporation</b>	<b>\$ 1,032,212</b>
<b>Schena Roofing</b>	<b>Declined to Bid</b>

**Unforeseen Site Conditions (Lutz Roofing):**

Wood Blocking (Nailer) Replacement	\$ 4.56 per Ln. Ft.
Additional Insulation Replacement	\$ 4.85 per Sq. Ft.

**Scope of Work: Salter Community Center - Section A & B (Base Bid)**

1. Remove existing roofing system and components down to concrete decking.
2. Inspect vapor barrier for deficiencies and repair at predetermined line item pricing.
3. Adhere two layers of 1.5" polyisocyanurate insulation, staggering joints throughout.
4. Adhere polyisocyanurate tapered insulation layout over base layer.
5. Attach a 1/2" pre-primed recovery board in insulation adhesive.
6. Install fiberglass reinforced SBS modified base sheet specified in hot asphalt. Base sheet to be installed in a shingle fashion starting at the low point.
7. Install fiberglass/polyester reinforced SBS modified smooth cap sheet specified in hot asphalt.
8. Flashing to be comprised of fiberglass reinforced SBS modified base and fiberglass/polyester reinforced SBS modified mineral cap sheet installed in trowel-grade flashing adhesive.
9. Sump all drains at 8' diameter using 1/2:12 slope; install new pans and gravel stop.
10. New edge metal to be fabricated and installed per wind up-lift calculations and local code.
11. Using a notched squeegee, apply Black-Knight Cold flood coat and gravel throughout the field of the roof.
12. Apply two coats of aluminized surface protection to all exposed flashings, drain assemblies and rooftop penetrations.

13. Replace existing pipe supports with composite supports; secure to electrical conduit.
14. Charcoal filters are to be used at all roof penetrations throughout the installation process. HVAC units and intakes nearest the working area should be powered down during the day.
15. All Sections: Clean up all debris and/or damage done to grounds, building and roof top (if any). Contractor is responsible for any clean up and cost accrued.
16. Contractor to provide a written (2) year workmanship warranty to manufacturer. The Primary roofing system manufacturer is to provide a single (30) year warranty directly to the City of Royal Oak which includes materials and labor.

**Salter Community Center - Section A & B (Base Bid) - Line Item Pricing Breakdown**

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.08	Tear-off & Dispose of Debris: SYSTEM TYPE BUR W/ Insulation and Mineral Surfacing - Concrete Deck	\$ 3.52	15,720	SF	\$ 55,334
6.05.01	Roof Deck and Insulation Option: CONCRETE ROOF DECK - HOT APPLICATION - ASTM D 312 TYPE III OR IV ASPHALT INSULATION OPTION: Prime Roof Deck; Hot Mop Polyisocyanurate / Hot Mop Wood Fiber or Perlite to Provide an Average R-Value of 20 In Compliance FM 1-90 Requirements	\$ 5.86	15,720	SF	\$ 92,119
4.24	Insulation Recovery Board & Insulations Options: INSULATION SUBSTITUTION OPTION Substitute 1/2" Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal) in Place of the Wood Fiber or Perlite - Adhered with Insulation Adhesive	\$ 1.06	15,720	SF	\$ 16,663
12.01.01	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Modified Base Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: BASE PLY OPTION: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type I - 70 lbf/in tensile	\$ 3.71	15,720	SF	\$ 58,321
12.10.02	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Cap Sheet, Set in Cold Process Asphalt, Flood Coat & Aggregate in Cold Applied Modified Coal Tar Pitch and Aggregate: ROOFING MEMBRANE & COATING OPTION ASTM D 6162 SBS Fiberglass/Polyester Reinforced Modified Bituminous Sheet Material Type III - Minimum of 220 lbf/in tensile	\$ 11.99	15,720	SF	\$ 188,483

20.01.02	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt FLASHING OPTION: BASE PLY: SBS Modified Fiberglass Reinforced Base Flashing Ply w/ Tensile Strength of 100 lbf/in tensile (ASTM D 5147); TOP PLY: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type III - 220 lbf/in tensile	\$ 20.73	1,600	SF	\$ 33,168
20.01.11	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt PER SQUARE FOOT COSTS - INSTALLING IN COLD PROCESS FLASHING ADHESIVE Substitute Hot Asphalt Application for Cold Process Flashing Adhesive Application	\$ 9.63	1,600	SF	\$ 15,408
5.10	Coat New Roofing With Elastomeric Coating: ROOF SYSTEM TYPE Apply an Aluminum Coating per Specifications (3/4 Gallon per Square per Coat - 2 Coats Required) - Smooth or Mineral Surfaced Modified	\$ 3.11	1,600	SF	\$ 4,976
<b>Sub Total Prior to Multipliers</b>					<b>\$ 464,473</b>
22.03	MULTIPLIER - MULTIPLE MATERIAL STAGINGS Multiplier is applied when labor production is effected by the time it takes to stage a roof multiple times. Situations include, but are not limited to staging materials to perform work on multiple roof levels, planned shutdowns and restarts, portion of the job is over sensitive work areas requiring staging from more than one point, etc.	25	\$ 464,473	%	\$ 116,118
22.06	MULTIPLIER - ROOF OR WALLS HAVE LARGE AMOUNT OF PENETRATIONS / ROOF TOP OBSTRUCTIONS Multiplier is applied when labor production is effected a large number of roof penetrations, a limited amount of open roof areas or low overhead clearance requiring more hand work. Situations include, but are not limited to rooftop penetrations like: soil stacks, sky lights, roof drains, exhaust vents, HVAC equipment, etc. or rooftop obstructions such as: pipes, duct work, electrical wires, hoses or raised equipment, etc.	35	\$ 464,473	%	\$ 162,565

22.21	MULTIPLIER - ROOF SIZE IS GREATER THAN 10,000 SF, BUT LESS THAN 20,000 SF Multiplier is applied when Roof Size is greater than 10,000 SF, but less than 20,000 SF. Situation creates the fixed costs: equipment, mobilization, demobilization, disposal, & set-up labor to be allocated across more of an average roof area resulting in fixed costs being a slightly larger portion of the overall job costs	10	\$ 464,473	%	\$ 46,447
	<b>Total After Multipliers</b>				<b>\$ 789,604</b>

**Salter Community Center - Section A & B (Base Bid):**

**Total Maximum Price of Line Items under the MICPA:** **\$ 789,604**

**Proposal Price Based Upon Market Experience:** **\$ 534,921**

**Garland/DBS Price Based Upon Local Market Competition:**

<b>Royal Roofing Co., Inc.</b>	<b>\$ 534,921</b>
<b>Lutz Roofing</b>	<b>\$ 554,878</b>
<b>Schreiber Corporation</b>	<b>\$ 601,717</b>
<b>Schena Roofing</b>	<b>\$ 922,289</b>

**Unforeseen Site Conditions (Royal Roofing Co., Inc.):**

Drain Replacement	\$ 2,565.00	Each
Vapor Barrier Repair	\$ 3.99	per Sq. Ft.

**Scope of Work: Salter Community Center - Section A & B (Alternate Bid)**

1. Remove existing roofing system and components down to concrete decking.
2. Inspect vapor barrier for deficiencies and repair at predetermined line item pricing.
3. Adhere two layers of 1.5" polyisocyanurate insulation, staggering joints throughout.
4. Adhere polyisocyanurate tapered insulation layout over base layer.
5. Attach a 1/2" pre-primed recovery board in insulation adhesive.
6. Install fiberglass reinforced SBS modified base sheet specified in GreenLock Membrane Adhesive. Base sheet to be installed in a shingle fashion starting at the low point.
7. Install fiberglass/polyester reinforced SBS modified smooth cap sheet specified in GreenLock Flashing Membrane Adhesive.
8. Flashing to be comprised of fiberglass reinforced SBS modified base and fiberglass/polyester reinforced SBS modified mineral cap sheet installed in GreenLock flashing adhesive.
9. Sump all drains at 8' diameter using 1/2:12 slope; install new pans and gravel stop.
10. New edge metal to be fabricated and installed per wind up-lift calculations and local code.
11. Using a notched squeegee, apply GreenLock Membrane Adhesive flood coat and gravel throughout the field of the roof.
12. Apply two coats of aluminized surface protection to all exposed flashings, drain assemblies and rooftop penetrations.
13. Replace existing pipe supports with composite supports; secure to electrical conduit.

14. Charcoal filters are to be used at all roof penetrations throughout the installation process. HVAC units and intakes nearest the working area should be powered down during the day.
15. All Sections: Clean up all debris and/or damage done to grounds, building and roof top (if any). Contractor is responsible for any clean up and cost accrued.
16. Contractor to provide a written (2) year workmanship warranty to manufacturer. The Primary roofing system manufacturer is to provide a single (30) year warranty directly to the City of Royal Oak which includes materials and labor.

**Salter Community Center - Section A & B (Alternate Bid):**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 639,649</b>
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**Garland/DBS Price Based Upon Local Market Competition:**

<b>Lutz Roofing</b>	<b>\$ 639,649</b>
<b>Royal Roofing Co., Inc.</b>	<b>\$ 672,094</b>
<b>Schreiber Corporation</b>	<b>\$ 725,581</b>
<b>Schena Roofing</b>	<b>Declined to Bid</b>

**Unforeseen Site Conditions (Lutz Roofing):**

Vapor Barrier Repair	\$ 5.13 per Sq. Ft.
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**Scope of Work: Salter Community Center - Section E (Base Bid)**

1. Remove existing roofing system and components down to metal decking.
2. Inspect vapor barrier for deficiencies and repair at predetermined line item pricing.
3. Adhere two layers of 2.6" polyisocyanurate insulation, staggering joints throughout.
4. Install 1/2:12 slope tapered saddles between drain sumps.
5. Attach a 1/2" pre-primed recovery board in insulation adhesive.
6. Install fiberglass reinforced SBS modified base sheet specified in hot asphalt. Base sheet to be installed in a shingle fashion starting at the low point.
7. Install fiberglass/polyester reinforced SBS modified smooth cap sheet specified in hot asphalt.
8. Flashing to be comprised of fiberglass reinforced SBS modified base and fiberglass/polyester reinforced SBS modified mineral cap sheet installed in trowel-grade flashing adhesive.
9. Sump all drains at 8' diameter using 1/2:12 slope; install new pans and gravel stop.
10. New edge metal to be fabricated and installed per wind up-lift calculations and local code.
11. Apply two coats of aluminized surface protection to all exposed flashings, drain assemblies and rooftop penetrations.
12. Replace existing pipe supports with composite supports; secure to electrical conduit.
13. Charcoal filters are to be used at all roof penetrations throughout the installation process. HVAC units and intakes nearest the working area should be powered down during the day.
14. All Sections: Clean up all debris and/or damage done to grounds, building and roof top (if any). Contractor is responsible for any clean up and cost accrued.

15. Contractor to provide a written (2) year workmanship warranty to manufacturer. The Primary roofing system manufacturer is to provide a single (30) year warranty directly to the City of Royal Oak which includes materials and labor.

**Salter Community Center - Section E (Base Bid) - Line Item Pricing Breakdown**

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.05	Tear-off & Dispose of Debris: SYSTEM TYPE BUR W/ Insulation and Mineral Surfacing - Metal Deck	\$ 3.52	15,000	SF	\$ 52,800
6.01.01	Roof Deck and Insulation Option: METAL ROOF DECK - HOT APPLICATION - ASTM D 312 TYPE III OR IV ASPHALT INSULATION OPTION: Mechanically Fasten Polyisocyanurate / Hot Mop Wood Fiber or Perlite to Provide an Average R-Value of 20 In Compliance with FM 1-90 Requirements	\$ 5.35	15,000	SF	\$ 80,250
4.24	Insulation Recovery Board & Insulations Options: INSULATION SUBSTITUTION OPTION Substitute 1/2" Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal) in Place of the Wood Fiber or Perlite - Adhered with Insulation Adhesive	\$ 1.06	15,000	SF	\$ 15,900
12.01.01	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Modified Base Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: BASE PLY OPTION: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type I - 70 lbf/in tensile	\$ 3.71	15,000	SF	\$ 55,650
12.10.02	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Cap Sheet, Set in Cold Process Asphalt, Flood Coat & Aggregate in Cold Applied Modified Coal Tar Pitch and Aggregate: ROOFING MEMBRANE & COATING OPTION ASTM D 6162 SBS Fiberglass/Polyester Reinforced Modified Bituminous Sheet Material Type III - Minimum of 220 lbf/in tensile	\$ 11.99	15,000	SF	\$ 179,850

20.01.02	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt FLASHING OPTION: BASE PLY: SBS Modified Fiberglass Reinforced Base Flashing Ply w/ Tensile Strength of 100 lbf/in tensile (ASTM D 5147); TOP PLY: ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type III - 220 lbf/in tensile	\$ 20.73	1,500	SF	\$ 31,095
20.01.11	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt PER SQUARE FOOT COSTS - INSTALLING IN COLD PROCESS FLASHING ADHESIVE Substitute Hot Asphalt Application for Cold Process Flashing Adhesive Application	\$ 9.63	1,500	SF	\$ 14,445
5.10	Coat New Roofing With Elastomeric Coating: ROOF SYSTEM TYPE Apply an Aluminum Coating per Specifications (3/4 Gallon per Square per Coat - 2 Coats Required) - Smooth or Mineral Surfaced Modified	\$ 3.11	1,500	SF	\$ 4,665
	<b>Sub Total Prior to Multipliers</b>				<b>\$ 434,655</b>
22.08	MULTIPLIER - ROOF HEIGHT IS GREATER THAN 20 FT, BUT LESS THAN OR EQUAL TO 50 FT STORIES Multiplier is applied when labor production is effected by the roof height. This multiplier applies to roof heights that exceed an estimated 2 stories, but are less than or equal to an estimated 5 stories. Additional roof height can require increased safety requirements, larger lift equipment, tie-offs, etc.	25	\$ 434,655	%	\$ 108,664
22.21	MULTIPLIER - ROOF SIZE IS GREATER THAN 10,000 SF, BUT LESS THAN 20,000 SF Multiplier is applied when Roof Size is greater than 10,000 SF, but less than 20,000 SF. Situation creates the fixed costs: equipment, mobilization, demobilization, disposal, & set-up labor to be allocated across more of an average roof area resulting in fixed costs being a slightly larger portion of the overall job costs	10	\$ 434,655	%	\$ 43,466
	<b>Total After Multipliers</b>				<b>\$ 586,784</b>

**Salter Community Center - Section E (Base Bid):**

**Total Maximum Price of Line Items under the MICPA:**

**\$ 586,784**

**Proposal Price Based Upon Market Experience:**

**\$ 552,192**



**Garland/DBS Price Based Upon Local Market Competition:**

<b>Lutz Roofing</b>	<b>\$ 552,192</b>
<b>Royal Roofing Co., Inc.</b>	<b>\$ 565,125</b>
<b>Schena Roofing</b>	<b>\$ 597,025</b>
<b>Schreiber Corporation</b>	<b>\$ 621,805</b>

**Unforeseen Site Conditions (Lutz Roofing):**

Wood Blocking (Nailer) Replacement	\$ 4.85 per Ln. Ft.
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**Scope of Work: Salter Community Center - Section E (Alternate Bid)**

1. Remove existing roofing system and components down to metal decking.
2. Inspect decking for deficiencies and repair at predetermined line item pricing.
3. Mechanically attached two layers of 2.6" polyisocyanurate insulation, staggering joints throughout.
4. Install 1/2:12 slope tapered saddles between drain sumps.
5. Attach a 1/2" pre-primed recovery board in insulation adhesive.
6. Install fiberglass reinforced SBS modified base sheet specified in GreenLock Membrane Adhesive. Base sheet to be installed in a shingle fashion starting at the low point.
7. Install KEE-Stone FB cap sheet specified in KEE-Lock Adhesive using spatter-spray application guidelines.
8. Flashing to be comprised of fiberglass reinforced SBS modified base in GreenLock Flashing Adhesive and KEE-Stone FB cap sheet installed in KEE-Lock Foam Adhesive.
9. Sump all drains at 8' diameter using 1/2:12 slope; install new pans.
10. New edge metal to be fabricated and installed per wind up-lift calculations and local code.
11. Replace existing pipe supports with composite supports; secure to electrical conduit.
12. Charcoal filters are to be used at all roof penetrations throughout the installation process. HVAC units and intakes nearest the working area should be powered down during the day.
13. All Sections: Clean up all debris and/or damage done to grounds, building and roof top (if any). Contractor is responsible for any clean up and cost accrued.
14. Contractor to provide a written (2) year workmanship warranty to manufacturer. The Primary roofing system manufacturer is to provide a single (30) year warranty directly to the City of Royal Oak which includes materials and labor.

**Salter Community Center - Section E (Alternate Bid):**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 649,454</b>
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**Garland/DBS Price Based Upon Local Market Competition:**

<b>Lutz Roofing</b>	<b>\$ 649,454</b>
<b>Royal Roofing Co., Inc.</b>	<b>\$ 684,222</b>
<b>Schreiber Corporation</b>	<b>\$ 746,521</b>
<b>Schena Roofing</b>	<b>Declined to Bid</b>

**Unforeseen Site Conditions (Lutz Roofing):**

Wood Blocking (Nailer) Replacement	\$ 4.85 per Ln. Ft.
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Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers.

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could effect your project. Thank you for your understanding and cooperation.

**Clarifications/Exclusions:**

1. Permits are excluded.
2. Bonds are included.
3. Plumbing, Mechanical, Electrical work is excluded.
4. Masonry work is excluded.
5. Interior Temporary protection is excluded.
6. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

*Matt Egan*

Matt Egan  
Garland/DBS, Inc.  
(216) 430-3662

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Approval of Services Agreement – Michigan Hot Rod Association</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Department of Public Service - Recreation</b>
<b>PRESENTER</b>	<b>Aaron Filipski</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

As part of staffing its annual classic car show at Memorial Park during the Woodward Dream Cruise, the recreation department has long partnered with the Michigan Hot Rod Association (MHRA) for its member volunteers to assist with various duties related to the event. Those duties include assisting with vehicle parking, registration, participant and guest assistance, trash management, event promotion, and other related functions.

The organization has extensive experience in planning and hosting car-related events and their partnership with the recreation department contributed to previous years' successes.

In exchange for these services, the MHRA received \$10 per vehicle registration, or 20% of each \$50 registration fee. Additionally, the department provided a quantity of car show spaces at no charge for the MHRA to assign to its volunteers.

The attached agreement formalizes the relationship between the department and MHRA, describes duties and responsibilities, defines terms of compensation, and provides appropriate protection from liabilities.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>Est. \$6000-\$9000; dependent on revenues</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>Dream Cruise Revenue - est. \$90,000</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>101.836.7990</b>
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Workload impact (details below)

☒ Revenue impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

The agreement reflects a \$2 per vehicle registration increase in compensation to MHRA. This increase considers that the proportionate share of registration revenue has not increased in at least seven years, and is offset by the elimination of other event related costs, including referral fees for commercial vendor space rentals. Additionally, with Parks and Recreation Board support and City Commission approval, the department intends to increase the registration fee for the 2025 event.

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

None.

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

None.

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## **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

The agreement supports the City's goal of fostering beneficial collaborations with other organizations in providing community events and recreation opportunities.

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## **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

None.

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## **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

None.

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## **LEGAL COMMENTS**

The City Attorney's office reviewed the agreement and provided its suggested revisions which are reflected in the attached document.

**PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves the agreement between the City of Royal Oak and the Michigan Hot Rod Association for services related to the 2024 Memorial Park classic car show and authorizes the Director of Recreation to sign the agreement on behalf of the City.

**ATTACHMENTS:**

- **MHRA Agreement**

## 2024 MEMORIAL PARK CAR SHOW SERVICES AGREEMENT

THIS LETTER OF AGREEMENT entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, between the City of Royal Oak, hereafter referred to as the "City", with offices at 203 S. Troy St., Royal Oak, Michigan 48067 and the Michigan Hot Rod Association, a Michigan non-profit organization with a mailing address of P.O. Box 468, St. Clair Shores, Michigan 48080, hereafter referred to as "MHRA".

**WHEREAS** the City sponsors and organizes an annual classic car show at the City's Memorial Park property in conjunction with the regional Woodward Dream Cruise; and

**WHEREAS** the MHRA and its volunteers have previously assisted the City in the organization and execution of the event by coordinating vehicle check-in, guiding vehicles to parking spots, and assisting attendees during the event, among other tasks, in exchange for a portion of event registration fees; and

**WHEREAS** the City and MHRA mutually desire and agree to continue this arrangement for the August 16 – August 17, 2024, event;

**NOW, THEREFORE**, in consideration of the facts recited above, and the mutual covenants, terms, conditions and restrictions contained herein, and pursuant to the laws of the State of Michigan, the parties agree as follows:

1. The MHRA agrees to provide a sufficient number of its members as volunteers to perform registrant check-in, guide drivers to assigned parking spots, pick up litter, and assist event attendees for the duration of the event.
2. In consideration of the services provided by the MHRA, the City agrees to pay MHRA twelve (12) US dollars per paid vehicle registration, as verified and recorded by the City. Such payment shall be made within 60 days of the event's conclusion.
3. The City shall provide the MHRA twenty (20) vehicle spaces at no cost, to be assigned to its members in a manner determined by the MHRA. Such registrations shall be recorded by the department in the same manner as paid registrations but will not count toward the registration numbers for the purpose of determining the MHRA's revenue share payment.
4. To ensure accurate record keeping and controls, all pre-event and same-day registrations and payments shall be facilitated exclusively by City personnel. No vehicles shall be permitted into the event without proper registration recorded by City personnel.
5. The City and MHRA agree that MHRA is an independent contractor with respect to the City and has no authority or power to incur debts, obligations, or commitments of any kind whatsoever for or on behalf of the City or to bind the City to any contract or agreement.
6. MHRA agrees that any person or persons retained by MHRA to provide services pursuant to this agreement will be employees, independent contractors or volunteers of MHRA, and MHRA will be solely responsible for any and all salary, wages, insurance, and other benefits to which such employee(s), independent contractor(s) or volunteer(s) would be entitled under applicable laws, including but not limited to employment taxes and other deductions as may be required under the law.

7. To the fullest extent permitted by law, MHRA agrees to indemnify, defend and hold harmless the City of Royal Oak, including its elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers, from any and all claims, demands and rights of action of every name, nature and description, whether arising under state or federal statutes, or at common law, for injury, alleged injury or death to persons whether employees of the City, agents, employees or volunteers of the MHRA, or to third parties, and for damage or alleged damage to property regardless of to whom it may belong or in whose custody it may be, arising through, on account of, or out of this agreement, no matter how caused. MHRA agrees that in case a claim is made, or a suit is instituted against the City for such loss, injury or damage, MHRA will, upon notice from the City, settle, adjust, or defend the same at its sole cost and expense, without expense to the City, and shall pay any judgment rendered therein, including any court costs. MHRA shall not be responsible for acts by the City, its employees or agents.
8. The parties agree that this letter of understanding should be null and void and of no force or effect should the event be cancelled for any reason whatsoever.

IN WITNESS, this letter has been signed on \_\_\_\_\_  
Date

Michigan Hot Rod Association

City of Royal Oak

By David R. Hudson  
Its Royal Oak Area Chairman

By \_\_\_\_\_  
Director, Dept. of Public Service and Rec.

Print Name: DAVID R. HUDSON

Aaron Filipski

Organization Name: MHRA

Royal Oak Dept. of Public Services and Recreation

Address: 21707 HARPER AVE

1600 N. Campbell Royal Oak, MI 48067

Phone 734-564-9490

248.246.3180

Email drh57@aol.com

aaronf@romi.gov

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Approval of Dream Cruise Parking Agreement – Park Rite</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Department of Public Service - Recreation</b>
<b>PRESENTER</b>	<b>Aaron Filipski</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

To facilitate orderly parking for visitors to the Woodward Dream Cruise, and to capture revenue to offset event-related costs, the Department of Recreation and Public Services approached Park Rite, Inc. – the contractor which currently manages the city's several parking decks – to request their assistance in operating a portion of the lot at 13 Mile Rd and Coolidge Highway. Park Rite has assisted in other events previously and has a satisfactory performance record.

Attached is an agreement for these services. In summary, Park Rite would perform the required functions in exchange for a 40% share of gross revenues.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>None</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>N/A</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

- ☐ No fiscal impact  
☐ Workload impact (details below)

☒ Revenue impact (details below)  
☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

Based on an average of previous years, this arrangement is estimated to generate \$10-\$20k in gross revenues, depending on event attendance.



**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

None.

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

None.

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**ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

N/A

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**COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

None.

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**BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

N/A

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**LEGAL COMMENTS**

**PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED,** the Royal Oak City Commission hereby approves the agreement with Park Rite, Inc. of Grosse Pointe Woods, Michigan, for parking attendant services related to the 2024 Woodward Dream Cruise, and authorizes the Director of Recreation and Public Services to sign the agreement on behalf of the City.

**ATTACHMENTS:**

- Services Agreement – Woodward Dream Cruise Parking

**2024 WOODWARD DREAM CRUISE PARKING SERVICES AGREEMENT  
13 MILE ROAD & COOLIDGE PARKING LOT**

THIS LETTER OF AGREEMENT entered into this 1<sup>st</sup> day of August, 2024, between the City of Royal Oak, hereafter referred to as the "City", with offices at 203 S. Troy St., Royal Oak, Michigan 48067 and Park Rite Inc., a Michigan company with offices at 20750 Mack Avenue Grosse Pointe Woods, MI 48236, hereafter referred to as "Vendor".

**WHEREAS** the City sponsors, organizes, and oversees several activities related to the regional Woodward Dream Cruise; and

**WHEREAS** the Vendor currently provides contractual parking system oversight and maintenance services related to the City's several parking structures; and

**WHEREAS** the City owns a parking lot located at the northeast corner of 13 Mile Road and Coolidge Highway and wishes to use a portion of the property for paid event visitor parking during the Dream Cruise event; and

**WHEREAS** the Vendor is capable of staffing and performing the tasks associated with operating a pay-to-park system;

**NOW, THEREFORE**, in consideration of the facts recited above, and the mutual covenants, terms, conditions and restrictions contained herein, and pursuant to the laws of the State of Michigan, the parties agree as follows:

1. Vendor agrees to provide a sufficient number of its employees and all necessary equipment to efficiently operate the designated paid parking area at 13 Mile Road and Coolidge, including tasks such as payment collection, record-keeping, and facilitating an orderly process for parking customers on August 16 & 17, 2024, from 7am until 8pm.
2. In consideration of the services provided by Vendor, the City agrees to pay the Vendor forty (40) percent of the gross revenue generated from the \$10 parking fee at the designated 13 Mile and Coolidge lot during the event.
3. The Vendor shall maintain an hourly record of all transactions and daily totals of the number of vehicles parked.
4. The Vendor shall deposit collected cash in a secure location no less frequently than every two hours during the course of the event.
5. At periodic intervals, the Vendor shall deposit all cash collected during operations into the designated Chase Bank account and will submit to the Director of Public Services and Recreation all deposit receipts along with the hourly record of transactions and daily totals upon conclusion of the event.
6. The City will reconcile the deposits and provide the vendor its 40% share within approximately 30 days of receipt.

7. The City and the Vendor agree that the Vendor is an independent contractor with respect to the City and has no authority or power to incur debts, obligations, or commitments of any kind whatsoever for or on behalf of the City or to bind the City to any contract or agreement.
8. The Vendor agrees that any person or persons retained by the Vendor to provide services pursuant to this agreement will be employees, independent contractors or volunteers of the Vendor, and Vendor will be solely responsible for any and all salary, wages, insurance, and other benefits to which such employee(s), independent contractor(s) or volunteer(s) would be entitled under applicable laws, including but not limited to employment taxes and other deductions as may be required under the law.
9. To the fullest extent permitted by law, Vendor agrees to indemnify, defend and hold harmless the City of Royal Oak, including its elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers, from any and all claims, demands and rights of action of every name, nature and description, whether arising under state or federal statutes, or at common law, for injury, alleged injury or death to persons whether employees of the City, agents, employees or volunteers of the Vendor, or to third parties, and for damage or alleged damage to property regardless of to whom it may belong or in whose custody it may be, arising through, on account of, or out of this agreement, no matter how caused. Vendor agrees that in case a claim is made, or a suit is instituted against the City for such loss, injury or damage, Vendor will, upon notice from the City, settle, adjust, or defend the same at its sole cost and expense, without expense to the City, and shall pay any judgment rendered therein, including any court costs. Vendor shall not be responsible for acts by the City, its employees or agents.
10. The parties agree that this letter of understanding should be null and void and of no force or effect should the event be cancelled for any reason whatsoever.

IN WITNESS, this letter has been signed on August 1, 2024.  
Date

**Park Rite, Inc.**

**City of Royal Oak**

By Theresa  
Its:

By \_\_\_\_\_  
Director, Dept. of Public Service and Rec.

Print Name: Theresa Kozak

Aaron Filipski

Organization Name: Park Rite

Royal Oak Dept. of Public Services and  
Recreation

Address: 20750 Mack Ave.

1600 N. Campbell Royal Oak, MI 48067

Grosse Pointe Woods, MI 48236

Phone 313 995-4916

248.246.3180

Email theresa@parkriteinc.com

aaronf@romi.gov

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Request to Fill Vacant Superintendent of Facilities Position</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Department of Public Services</b>
<b>PRESENTER</b>	<b>Aaron Filipski</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>

### ATTRITION POLICY

Purpose: The City of Royal Oak may at times face revenues that are not sufficient to necessarily meet operating and capital needs. For that reason, each position vacancy should be reviewed to ensure a balanced budget can be maintained, prior to seeking to fill the position.

Policy: All City of Royal Oak full-time positions except sworn police and fire positions that become vacant, for any reason, may only be filled with specific approval from the City *Commission*.

**[Adopted 06/02/2008 and Amended 05/20/2024]**

### EXECUTIVE SUMMARY

As part of the FY 21-22 budget, the city commission approved the creation of a Superintendent of Facilities position to provide for a designated administrator for the public services department's facilities maintenance function.

Currently the department employs two full-time technicians capable of performing a variety of light to medium duty maintenance tasks. Their ability to address all of the maintenance and repair issues requires supplemental assistance from contracted and on-call service providers. The superintendent provides administrative and logistical support for all of the functions and serves as the city's main point of contact for other city departments as well as external partners and stakeholders.

To illustrate the significant scope of the department's maintenance responsibilities, excluding parking lots and decks, it maintains approximately 350,000 square feet of covered space at 27 sites. Those include regularly occupied climate-controlled buildings, storage facilities, public restrooms, and picnic shelters.

The current superintendent, who has served in this role since its inception, provided notice of his intention to resign the position effective August 2, 2024. Given the scale of maintenance responsibilities, the department recommends filling the vacancy.

<b>BUDGET IMPACT SUMMARY</b>	
<b>Anticipated Salary and Benefit Cost</b>	<b>Salary: \$74k-\$99k Benefits Est.: \$40k</b>
<b>Included in the budget</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

<b>Are you filling a position that was previously held?</b>	<input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
<b>Funding Source/GL Number:</b>	<b>Various; allocations spread several funding accounts.</b>

**OTHER FISCAL IMPACTS:**

Select all that apply.

- ☒ No fiscal impact
 ☐ Revenue impact (details below)
- ☐ Training Required (details below)

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**STRATEGIC INITIATIVE ALIGNMENT:**

*Please provide a detailed description of how the position will support other plans such as the Sustainability and Climate Action Plan, Aging in Place, or Master Plan or other approved community plans.*

This position supports the city's various strategic plans, including the climate action plan, by integrating environmental considerations into facility operations where applicable.

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**PROPOSED CITY COMMISSION RESOLUTION:**

**Be it resolved,** the Royal Oak City Commission hereby approves filling the vacant Superintendent of Facilities position.

**ATTACHMENTS – Updated Position Description**

# Royal Oak, MI

## Job Description Report

**Job Title: Superintendent of Facilities**



### Basic Information

Effective Date:	7/22/2024	Revised Date:	7/22/2024
Department:	Recreation & Public Service	Supervises:	0
Classification:	Exempt/Salary	Pay Basis:	Hourly
Reports To:	None	Pay Status:	FT Employee
Approved By:		Pay Frequency:	Bi-Weekly
Job Grade:	0	Salary Range:	\$74,875.27 - \$99,583.13

### Job Description

The **Superintendent of Facilities** functions as a strategic leader responsible for the organization and oversight of maintenance activities at city-owned facilities - including buildings, grounds, parking lots/decks, and utilities - and actively participates in strategic, capital improvement and sustainability planning. The **Superintendent of Facilities** provides proactive facilities planning and maintenance recommendations to the Director of Public Services and other city administrators. In addition to organizing maintenance request and workflow processes, this individual plays a lead role in maintenance contract development, oversight, and administration.

### Essential Job Functions

0.00

The **Superintendent of facilities** may be called upon to do any or all of the following: *(These examples do not include all of the tasks which the employee may be expected to perform.)*

- Supervises and performs all work related to the maintenance of facilities including but not limited to: heating, ventilation, and air conditioning (HVAC), plumbing, electrical, elevators, roofing, custodial, security, environmental, safety, and event coordination.
- Reviews costs, progress of work projects, preventative maintenance programs, and budget matters to identify potential problems and determine possible solutions
- Evaluates and recommends equipment purchases including HVAC systems, environmental controls, and security systems.
- Coordinates with other city departments to facilitate construction, repair, installation, and alteration projects.
- Monitors work order entries for accuracy and completion.
- Determines and initiates corrective measures in emergency maintenance situations.
- Works with the Director of Public Services and city consultants to make recommendations for public improvements, construction, and repair projects.
- Assists with the development of specifications for building and property purchases.
- Inspects major work projects while in progress and when completed to ensure compliance with job specifications and procedures, and within budget.
- Sketches, plans, reviews, and interprets blueprints and manufactures specifications .
- Reviews facilities, equipment, and procedures to ensure compliance with federal regulations, city ordinances and policies, and State statutes and environmental regulations to secure the safe and efficient operation of the department.
- Serves as project manager for various facilities' projects, and as the liaison to building occupants to identify and resolve current and potential maintenance problems.
- Establish and maintain effective working relationships and use good judgment, initiative and resourcefulness when dealing with employees, professional contacts, elected officials, and the public.
- Oversee selected contract operations and emergency crews out outside of normal business hours. May be required to work a modified schedule to accommodate project schedules and deadlines.
- Oversees city staff's facilities and projects including traffic signals and street lighting.
- Commitment to equality, diversity, and inclusion in all duties and responsibilities.
- Other duties as assigned.

## **KSA**

### **Education & Training**

#### **MINIMUM QUALIFICATIONS:**

- High school diploma and five (5) years' progressive experience in Building maintenance, operations, and construction or directly related experience.
- Two (2) years' progressive experience in managing construction projects from conception through completion.
- One to two years of supervisory experience.

#### **PREFERRED QUALIFICATIONS:**

- Bachelor's degree from an accredited college or university in Public Administration, Business Administration, Engineering, Architecture, Construction Management, or related field.
- Have at least five (5) years of full-time work experience in a supervisory and/or administrative capacity in commercial or institutional building maintenance, building construction, facilities planning, capital improvement, or related activities.
- Experience managing multiple facilities, in multiple physical locations.
- Certificated Project Management Professional (PMP) or similar certifications and/or training.



## Qualifications for Employment

- Ability to compile statistics, decipher pertinent information, and present oral and written financial, operational, and other types of departmental reports to officials and other interested groups or individuals at public meetings.
- Knowledge of business and management principles involved in strategic planning, resource allocation, and leadership techniques.
- Ability to critically assess situations, effectively plan and implement plans, and work effectively under stress with multiple tasks, with deadlines and changes in work priorities.
- Experience of applying principles and procedures of risk assessment and mitigation.
- Ability to lead in a proactive, strategic, and solution-oriented manner.
- Ability to cope with difficult and/or emergency situations requiring immediate decisions in accordance with departmental policies and objectives.
- Knowledge of municipal ordinances and codes.
- Ability to read blueprints and schematics.
- Knowledge of water, waste, and energy efficient technologies.
- Working knowledge of building and operation components, including but not limited to: carpentry, electrical, plumbing, pipe fitting, heating/cooling, grounds keeping, roofing, elevator operations, energy conservation.
- Strong computer skills with proficiency in Microsoft Office Suite.
- Ability to stay well-informed of new technology and learn it quickly when needed.
- Familiarity with activities of professional and technical associations.
- Ability to communicate effectively both orally and in writing with tact, patience, and courtesy.
- Must be a problem solver and consensus builder.
- Valid Michigan Driver License.

## Physical Requirements

### Physical Requirements

*The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to communicate in person and by telephone, read regular and small print, view, and produce written and electronic documents and enter data on a computer keyboard with repetitive keystrokes. The work requires some strenuous physical exertion such as walking over rough or difficult terrain; recurring standing, stooping, climbing, or walking; recurring lifting of moderately heavy items weighing between twenty-five (25) and one hundred (100) pounds. The work may require specific physical characteristics and abilities such as heightened strength, mobility, dexterity, and full range of motion.

The employee works in an office setting some of the time but travels to other locations regularly to work in diverse settings including potentially adverse outdoor weather conditions. The noise level in the work environment is usually quiet in the office and can range to moderate or loud while at program sites.

## Additional Information

### Disclaimer

This job description may not be inclusive of all requirements, pay rate, assigned duties, responsibilities, or aspects of the job described. Please refer to the applicable governing collective bargaining agreement for any differences not currently reflected in this description.

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HR Signature / Date

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Hiring Manager Signature / Date

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Authorization to Fill Vacant Superintendent of Recreation Position</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Department of Public Services - Recreation</b>
<b>PRESENTER</b>	<b>Aaron Filipski</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>

### ATTRITION POLICY

Purpose: The City of Royal Oak may at times face revenues that are not sufficient to necessarily meet operating and capital needs. For that reason, each position vacancy should be reviewed to ensure a balanced budget can be maintained, prior to seeking to fill the position.

Policy: All City of Royal Oak full-time positions except sworn police and fire positions that become vacant, for any reason, may only be filled with specific approval from the City Commission.

**[Adopted 06/02/2008 and Amended 05/20/2024]**

### EXECUTIVE SUMMARY

The Superintendent of Recreation is an administrative level leadership position responsible for the management and oversight of the city's recreational programming, as detailed in the attached job description. In March 2024 the position was vacated.

Staff, with the input and participation of the human resources department and the city manager's office, conducted an in-depth, multi-stage recruitment process and has identified a well-qualified with demonstrated experience to fill the position.

In typical circumstances, a request to authorize filling the position precedes the recruitment process, but due to unique circumstances surrounding the current vacancy, is being presented at this stage in the process.

Given the position's significant scope of responsibilities and the department's workload, it is recommended that commission authorize filling the current vacancy.

<b>BUDGET IMPACT SUMMARY</b>	
<b>Anticipated Salary and Benefit Cost</b>	<b>Salary: \$74k-\$99k Benefits Est.: \$40k</b>
<b>Included in the budget</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Are you filling a position that was previously held?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Funding Source/GL Number:</b>	<b>Various</b>

### OTHER FISCAL IMPACTS:

Select all that apply.

☒ No fiscal impact

☐ Revenue impact (details below)

☐ Training Required (details below)

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**STRATEGIC INITIATIVE ALIGNMENT:**

This position aligns with the city's strategic goals of offering a knowledgeable, versatile, and communicative workforce, and ensuring well-rounded and informed departments and staff (Royal Oak Strategic Plan 2022-2025).

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**PROPOSED CITY COMMISSION RESOLUTION:**

**Be it resolved**, the Royal Oak City Commission hereby approves the filling of the vacant Superintendent of Recreation position.

**ATTACHMENTS** – Updated Job Description

# Royal Oak, MI

## Job Description Report

**Job Title:** Superintendent of Recreation



### Basic Information

				Revised Date:	7/01/2024
Department:	Recreation & Public Service	Supervises:	0		
Classification:	Exempt/Salary	Pay Basis:	Hourly		
Reports To:	None	Pay Status:	FT Employee		
Approved By:		Pay Frequency:	Bi-Weekly		
Job Grade:	0	Salary Range:	\$74,875.27 - \$99,583.13		

### Job Description

The **Superintendent of Recreation** performs professional and administrative work in planning, developing, supervising and coordinating a community recreation program. The work is performed under the administrative direction of the Director of Recreation and Public Service; but requires considerable independent judgment, initiative and resourcefulness.

## Essential Job Functions

0.00      A **Superintendent of Recreation** may be called upon to do any or all of the following: *(These examples do not include all of the tasks which the employee may be expected to perform.)*

- Manage and supervise assigned operations to achieve goals within available resources; plan and supervise workloads and staff assignments; train, motivate and evaluate assigned staff; review progress and direct changes as needed.
- Plans, organizes, directs, and supervises all City recreation activities. Develops and implements policies, procedures and regulations for athletics, enrichment, educational and fitness recreational activities.
- Directs, coordinates, publicizes, and oversees events, facilities, contracts, reports, schedules, and invoices for a wide variety of recreational programs.
- Oversee and organize the implementation of the city's quarterly newsletter: INSIGHT Magazine while actively targeting and encouraging its sponsors and advertisers.
- Make public contacts and attend meetings, including staff meetings and evening City Commission Meetings, to explain, present and promote recreational activities, programs, events, and special projects.
- Maintains records, compiles statistics, and prepares reports. Works with the community to identify needs and preferences of recreational programs. Monitors efficiency and effectiveness of programs to determine continuation, expansion, modification, or elimination.
- Prepares and presents budget requests for departmental operations and special projects involving cooperation and developing relationships within the Community and with neighboring municipalities. Develops recreation fees and charges scale and is responsible for all receipts and accounting of monies.
- Organizes and assigns responsibility for scheduling, publicizing, recruiting staffing, monitoring of level of preparedness and maintenance of parks and facilities, sites, and equipment for coordination of events, classes, and programs.
- Responsible for all Parks and Recreation budget needs, responsible for preparing and maintaining the Parks and Recreation City Master Plan to determine fiscal accountability for operational costs and makes recommendations for increasing efficiency in conjunction with the Parks and Recreation Advisory Board and the City Commission. Seeks and secures alternative funding sources such as grants, partnership agreements and sponsorships for programs, events, and classes.
- Supervises the department's full time, part time, seasonal and volunteer staff which involves instructing, assigning, and reviewing work, maintaining standards, acting on employee problems, selecting new employees, appraising performance, recommending promotions, discipline, terminations, and salary increases.
- Demonstrates courteous and cooperative behavior when interacting with visitors, the public and City Staff while maintaining confidentiality of work-related issues and City information.
- Perform related work as assigned.

## KSA

### Qualifications for Employment

- Extensive knowledge of the objectives and ideals of public recreation, including an understanding of the activities which make up a community recreation program and of the needs of the community with respect to recreation.
- Extensive knowledge of facilities and equipment needed in a broad recreation program and of the proper arrangements of recreation areas.
- Knowledge of existing safety standards as related to recreation activities.
- Knowledge of budgeting and accounting practices and fund-raising procedures.
- Ability to plan, organize, coordinate and direct the activities and personnel involved in a well-rounded recreation program.
- Ability to anticipate and execute recreation programs, events and classes for a diverse population.
- Ability to maintain cooperative working relations with employees, City officials, social organizations and the general public.
- Ability to plan and supervise the work of paid staff and volunteers.
- Ability to communicate effectively both orally and in writing.

### Education & Training

A **Superintendent of Recreation**, upon application, shall have the following training and experience:

- 5 years of experience of a progressively responsible nature in organized recreational activities, including experience in a supervisory capacity; and
- Bachelor's degree from a recognized college or university, with specialization in recreation administration or a closely related field; or
  - An equivalent combination of experience and training.
- Licenses: A valid motor vehicle operator's permit.

## Physical Requirements

Physical Demands and Work Environment     *The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to communicate in person and by telephone, read regular and small print, view and produce written and electronic documents and enter data on a computer keyboard with repetitive keystrokes. The employee must be mobile in an office setting, stand, sit, stoop and kneel, use hands to finger, handle, or feel and reach with hands and arms. The employee may occasionally be required to transport and lift equipment and supplies of light to moderate weight.

The employee works in an office setting some of the time, but travels to other locations regularly to work in diverse settings including potentially adverse outdoor weather conditions. The noise level in the work environment is usually quiet in the office and can range to moderate or loud while at program sites.

## Additional Information

## Disclaimer

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HR Signature / Date

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Hiring Manager Signature / Date



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Contract Modification Capital Improvement Plan 2024-4 South Lafayette Parking Structure Repairs</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Department of Public Service</b>
<b>PRESENTER</b>	<b>Aaron Filipski</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

At its November 13, 2023, meeting the commission approved the Capital Improvement Plan (CIP) 2024-4 South Lafayette Parking Structure Repairs contract. The work involved sealing the joints between the horizontal driving surfaces where needed as well as applying sealant to the top deck surface. The bid for this work was considerably less than the \$100,000 budget, providing the opportunity to perform additional work at the South Lafayette parking structure as well as at the 11 Mile and 2<sup>nd</sup> Street parking structures. This request seeks to amend the original contract award for the additional work.

Regular joint and surface sealing promotes structural longevity and reduces weather-related degradation.

This project is being funded by the State Appropriations Grant earmarked by State Representative Helena Scott.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>\$81,139.40</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$100,000</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>Auto Parking Fund</b>
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Workload impact (details below)

☐ Revenue impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

This project is being funded by the State Appropriations Grant earmarked by State Representative Helena Scott.

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

No workload impacts.

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

No operations impact.

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### **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

These repairs support the city goal of maintaining city facility assets.

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### **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

None.

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### **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

CIP project approved in the budget

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### **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves an expenditure of \$81,139.40 to RAM Construction Services for additional repairs to parking structures and authorizes staff to issue a modified purchase order for an additional \$81,139.40.

### **ATTACHMENTS:**

- Original contract- CIP 2024-4
- RAM additional work Letter

**CITY OF ROYAL OAK, MICHIGAN  
REQUEST FOR PROPOSAL  
South Lafayette Parking Structure Restoration  
RFP-RO-23-101**

Electronic proposals for the **South Lafayette Parking Structure Restoration** will be received by the City of Royal Oak until **2:00 P.M. on Wednesday, October 25, 2023**, at which time they will be **publicly opened and read via a ZOOM conference call (meeting details to follow)**.

**Mailed, faxed and emailed proposals will not be considered or accepted.**

The City of Royal Oak reserves the right to reject any or all proposals, to waive any informality in the proposal received, and to accept any proposal or part thereof, which it shall deem to be most favorable to the interests of the City. In case of error in the extension of prices in the proposal or other arithmetical error, the unit prices will govern.

**FURTHER INSTRUCTIONS TO BIDDERS**

1. Any and all proposals **must be on the City of Royal Oak proposal forms**. If more than one proposal is submitted, a separate proposal form must be used for each. The proposal shall be legibly prepared in ink or typed. Erasures or alterations must be initialed by the bidder. Forms are obtainable at the City of Royal Oak's finance department or on the MITN (Michigan Intergovernmental Trade Network) website at [www.mitn.info](http://www.mitn.info).
2. The bidder shall assume full responsibility for delivery of proposals prior to the appointed hour for opening and shall assume the risk of late delivery or non-delivery regardless of the manner employed for the transmission thereof. A bidder may withdraw their proposal response by written request at any time prior to the scheduled proposal opening. Any proposal received after the scheduled opening time will not be accepted and will be returned. No proposal may be withdrawn, changed or modified in any way for a period of sixty (90) calendar days from the date of the proposal opening.
3. Municipalities are exempt from Michigan State Sales and Federal Excise taxes. Do not include such taxes in the proposal figure. The City will furnish the successful bidder with tax exception certificates upon request.
4. The total price quoted by the bidder must be the total cost delivered to the location(s). All goods are to be shipped F.O.B. Shipments sent C.O.D. without the City of Royal Oak's consent will not be accepted and will, at the contractor's risk and expense, be returned. Unauthorized shipments are subject to rejection and returned at the contractor's expense.
5. The bidder by execution of the proposal thereby declares that the proposal is made without collusion with any other person, firm or corporation making any other proposal, or who otherwise would make a proposal, and agrees to furnish all proposal items in strict accordance with all Federal Regulatory Measures.
6. All applicable Federal and State laws and rules and regulation over the project shall apply to the project contract throughout and will be deemed to be included in the contract herein written out in full.
7. The completion date will be established with the contractor awarded the job. The contractor, its employees, and all subcontractors designated to work on-site at any time may be subject to a criminal history check that must be approved by the Police Department staff prior to working on site.
8. Submission of a proposal will be construed as a conclusive presumption that the bidder is thoroughly familiar with the proposal and specifications and that he understands and agrees to abide by each and all of the stipulations and requirements contained therein.

**9. Vendor changes or alterations to proposal documents including specifications may result in a proposal being considered non-responsive.** The only authorized vendor changes to a proposal document will be in the areas provided for a bidder's response, including the "Exceptions" section of the proposal. If a change or alteration to the documents is undetected and the bidder is awarded a contract, the original terms, conditions, and specifications in the authorized version of the proposal document will be applicable during the term of the contract. The City or Royal Oak shall accept NO CHANGES to the proposal document made by the vendor unless those changes are set out in the "Exceptions" provision of the authorized version of the proposal document. It is the vendor's responsibility to acquire knowledge of any changes, modifications or additions to the authorized version. If a proposal is awarded to a vendor who claims that it had no knowledge of changes, modifications or additions made by the City or Royal Oak to the authorized version of the proposal, and that vendor fails to accept the proposal award, the City of Royal Oak may pursue costs and expenses to re-bid the item from that vendor. The authorized version of the proposal document shall be that proposal document appearing on the MITN system with any amendments and updates. The City or Royal Oak officially distributes proposal documents from the finance department or through the Michigan Intergovernmental Trade Network (MITN) website. Copies of proposal documents obtained from any other source are not considered official copies. Only those vendors who obtain proposal documents from either the finance department or the MITN system are guaranteed access to receive addendum information, if such information is issued. If you obtained this document from a source other than the sources indicated, it is recommended that you register on the MITN website, [www.mitn.info](http://www.mitn.info) and obtain an official copy.

10. Between the time of the formal opening of sealed proposals and the final proposal award, it shall be the responsibility of the bidders to request information they might need regarding such proposals.

11. Bidders are required to submit complete and comprehensive data and descriptive literature covering the item proposed to be furnished. Vendors submitting alternative proposals must provide specifications documenting product is equal to specified proposal item.

12. If your proposal is based on "one lot" pricing and is not to be broken up by item, you must indicate this on the proposal under exceptions.

13. To the fullest extent permitted by law, the successful bidder agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Royal Oak, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Royal Oak 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 Royal Oak, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Royal Oak, 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 with this contract.

14. A successful bidder does agree to furnish the bidder's standard insurance certificate showing coverage for bodily injury and property damage and worker's compensation to the finance department within 48 hours of the final proposal award.

15. Prior to furnishing the requested products and services, it shall be the responsibility of the awarded vendor to obtain all licenses and permits required to complete this contractual service, at no cost to the City of Royal Oak. These licenses and permits shall be readily available for review by the city.

16. When applicable, contractor must furnish material safety data sheets for their products.

17. The City of Royal Oak reserves the right to terminate the contract without penalty upon thirty (30) days written notice, due to poor performance or for reasons deemed to be in its best interest. The City of Royal Oak reserves the right to re-award the contract to the second most qualified vendor, re-propose, re-quote or re-bid the contract or do whatever is deemed to be in its best interest.

18. Entities in bankruptcy or receivership cannot respond to the RFP. Responding entities must disclose if responding entity (or parent company) is in bankruptcy/receivership or contemplating bankruptcy/receivership.

Should it later be determined that an award was given to an entity in bankruptcy or receivership then the city has authority to terminate the agreement/contract.

19. All documents and correspondence submitted to the City of Royal Oak becomes the property of the City of Royal Oak and is subject to disclosure under the "Freedom of Information Act". This Act provides for the complete disclosure of contract and attachments.

20. By mutual written agreement this proposal may be extended for successive one (1) year periods prior to the expiration of the then-current term.

**CITY OF ROYAL OAK, MICHIGAN  
REQUEST FOR PROPOSAL  
South Lafayette Parking Structure Restoration  
RFP-RO-23-101**

**METHOD OF AWARD**

The recommendation to award will be based on evaluation procedures, or in any manner deemed to be in the best interest of the city. Previous experience and performance will be a factor in making the award.

**NON-DISCRIMINATION CLAUSE**

In the performance of any contract or purchase order resulting wherefrom, the contractor agrees to obey and abide by all the laws of the State of Michigan relating to the employment of labor and public work, and all ordinances and requirements of the city regulating or applying to public improvements. Furthermore, the contractor agrees not to discriminate against any employee or applicant for employment, to be employed in the performance of this contract or purchase order, with respect to his or her hire, tenure, terms, conditions or privileges or employment because of religion, race, color, national origin, ancestry, age, sex, height, weight, marital status, or physical or mental disability except when said disability prevents such individual from performing the essential job functions, and the disability cannot be reasonably accommodated. The contractor further agrees that every subcontract entered into for the performance of this contract or purchase order will contain a provision requiring nondiscrimination in employment, as herein specified, binding upon each subcontractor. Breach of this covenant may be regarded as a material breach of the contract or purchase order.

**ETHICS POLICY**

**Gratuities:** It shall be unethical for any person to offer, give, or agree to give any city employee or former city employee, or for any city employee or former city employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore.

**Kickbacks:** It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

**ADA COMPLIANCE**

The City of Royal Oak will provide necessary, reasonable auxiliary aids and services, and provide assistance in filling out forms, to individuals with disabilities when doing business with the City of Royal Oak. Individuals with disabilities requiring such auxiliary aids or services should contact the City of Royal Oak by writing or calling the following: Dennis VanDeLaar, PO Box 64, Royal Oak, Michigan 48068, (248) 246-3070, or TDD (248) 246-1010

**SUB-CONTRACTORS**

If sub-contractors are to be utilized, a listing of each sub-contractor must be provided as part of the business plan submitted to the city.

**QUALIFICATION OF PROPOSERS**

The proposer may be required before the award of any contract to show to the complete satisfaction to the City of Royal Oak that it has the necessary facilities, abilities, and financial resources to provide the services specified herein. The proposer may also be required to give a history in order to satisfy the City of Royal Oak regarding the proposer's qualifications. The City of Royal Oak may make reasonable investigations deemed necessary and proper to determine the ability of the proposer to perform the work, and the bidder shall furnish to the City of Royal Oak all information for this purpose that may be requested.

#### **RETAIN PROPOSAL**

The city reserves the right to retain all proposals submitted and to use any ideas in the proposals regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the company of the conditions contained in this RFP, unless clearly and specifically noted in the proposal submitted and confirmed between the City of Royal Oak and the company selected.

#### **SUBLEASE OR ASSIGN**

The lessee may not sublease or assign his contract rights to any other party except with the prior written approval of the City of Royal Oak.

#### **RESPONSES TO QUESTIONS**

A firm may submit only written questions in order to clarify any matters relating to this RFP. The firm's question(s) and the city's answer(s) will become part of the public record and will be shared with all other firms to whom the RFP has been provided. Please contact **Matt Exley, Superintendent of Facilities, 248-246-3333** or [Exleym@romi.gov](mailto:Exleym@romi.gov) with any questions regarding specifications.

#### **SPECIAL INSTRUCTIONS**

- All bidders are held to bid prices for 90 days or bid award, whichever comes first; except for the successful bidder whose prices shall remain firm through project completion.
- Final bid results will be posted on the MITN website after award – please register to see the results ([www.mitn.info](http://www.mitn.info)).

**The successful firm will be required to furnish liability insurance. See insurance requirements pages ---**

Each proposal will be reviewed by the city. The city may narrow the list of proposals to three (3) finalists and may, at its discretion, request oral presentations from any of all the finalists. A recommendation and contract will be forwarded to the city commission for its review and approval.



Project Specifications

For

**South Lafayette Parking Structures Restoration Project Scope**

- Please refer to the preliminary detail sheets for project reference.
- The Contractor will be required to furnish all labor, and equipment, tools, and materials.
- Successful bidder shall provide a project manager who is solely responsible for managing day to day operations, sub-contractor oversight, and communication channels with city of Royal Oak. The project manager shall be available via phone, text, and email 24 hours a day, with all contact information included in the proposal.
- The Parking structures are open 7 days a week. The contractor will take steps to avoid disruption to the parking patrons throughout the duration of the project. Project specific material, equipment, and vehicles may be left onsite overnight inside delineated and barricaded areas.
- Work shall be done to reduce disruption to the parking occupants.
- All work shall be done in a work man like manner and premises in the vicinity of the work shall be left clean.
- The contractor shall perform all work in accordance with the latest General Rules and Regulations for the Construction Industry, as promulgated by the State Construction Safety Commission.
- The contractor will be responsible for obtaining and paying for all necessary permits.
- The Contractor shall be responsible for providing and for the placement of barricades, tarps, plastic, flag tape and other safety/traffic control equipment required to protect its employees, the public, surrounding areas, equipment, and vehicles.

Additional Information

- The Parking Structure is occupied 7 days a week. Working hours are from 7:00 a.m. to 8:00 p.m. on weekdays unless otherwise approved.
- Due to potential scheduled events and varying hours of operation, schedules for work to be performed shall be coordinated through the contact information provided.
- All permits and inspection fees shall be the responsibility of the contractor and the contractor shall pay the permit fees.
- All labor and materials shall be in accordance with applicable building, safety, and fire codes.
- The City of Royal Oak reserves the right to adjust this timeline as needed for their convenience.
- The successful firm will be required to provide liability insurance.

Inquiries may be made by the City of Royal Oak to verify the accuracy of the information provided and to determine the firm's performance on the related work.

The following criteria will be used to evaluate all proposals:

- Proposed methodology
- Overall cost
- Relevant experience
- Project schedule
- References
- Capacity of the firm to provide the full scope of services requested herein.

Inquiries regarding this request for proposals must be submitted via email to Matt Exley, Superintendent of Facilities – [ExleyM@romi.gov](mailto:ExleyM@romi.gov) no later than 1:00pm EST on October 23, 2023.

Submittal of Proposal

Deadline: Wednesday, October 25th, 2023 @ 2:00pm

Proposals must be submitted electronically through MITN in one pdf document titled, "514 Lafayette Joint sealing RFP-RO-23-101".

Specifications:

**Item 1: Bidder Requirements: Bidder information to be submitted with bid**

This item is not a work or paid item and shall consist of supplying information as referenced on Page SI-2 of the Royal Oak Standard Specifications for Construction.

The Bidder Requirements shall be provided with the bid.

**Item 2: Joint Sealing**

Refer to Sections SECTION 07 92 23 – JOINT SEALANTS FOR PARKING STRUCTURES. This item of work shall consist of removing and disposing of existing joint sealant, preparing area for new joint sealant and installation of joint sealant per SECTION 07 92 23. Joint sealant damaged by the contractor shall be removed and replaced by the contractor at no additional cost.

Measurement and payment for this item of work shall be by Linear Foot (LF).

**Item 3: Traffic Coating**

Refer to Sections SECTION 07 18 13 TRAFFIC COATINGS. This item of work shall consist of prepping the surface area for new traffic coating and installation of traffic coating per SECTION 07 18 13. Traffic coatings damaged by the contractor shall be removed and replaced by the contractor at no additional cost.

Measurement and payment for this item of work shall be by square yard (SF).

City of Royal Oak, Michigan Form of Proposal

**South Lafayette Parking Structures Restoration**

The undersigned, as bidder, declares that, having carefully examined the site of the proposed work and informed himself fully in regard to the conditions to be met in the performance of the work and having read and examined the Specifications pertaining to this work, he proposes to furnish all materials, tools, equipment, transportation, labor, supervision, and all else necessary for the satisfactory and complete construction of certain work as described below in full accordance with, and in complete conformity to, the Plans and Specifications for this work now on file in the office of the City Engineer, City Hall, Royal Oak, Michigan, at and for the following prices named below, to wit:

**Please Note:** Unit prices are required for all items, except the final item, where a number of days is required.

**Base Bid – South Lafayette Parking Structures Restoration:**

Item Description		2023 Quantit y	Unit	Unit Cost		Total Cost	
1	Bidder Requirements: bidder information to be submitted with bid as specified on SIB 12 and 13.	X	X	X	X	X	X
2	Joint Sealing	3,600	LF	\$ 6.55	LF	\$ 23,580.00	
3	Traffic Coating	6,500	SF	\$ 3.65	SF	\$ 23,725.00	
Total Base Bid Amount (Numerical):						\$47,305.00	
Total Base Bid Amount (Written):							
Forty-seven thousand, three hundred five and zero dollars							

Form of Proposal

South Lafayette Parking Structures Restoration

The undersigned agrees that, if the foregoing Proposal be accepted by the City of Royal Oak, he will, within ten (10) days (Sundays and legal holidays excepted) after receiving notice of such acceptance, provide all bonds and insurances, and enter into the attached form of Contract to do all the work specified at the prices named in the Proposal; and he further agrees that he will commence work immediately, and prosecute it faithfully to completion by May 5, 2024.

In submitting this bid, it is understood by the undersigned that the right is reserved by the City to accept any bid, to reject any or all bids, and to waive any irregularities or informalities in bidding in the interest of the City.

Accompanying this Proposal is a Bid Bond (Certified Check) in the amount of

Dollars (\$ \_\_\_\_\_) not less than five percent (5%) of the total amount of the bid submitted.

If the undersigned shall fail to execute the Contract or furnish the bonds and insurances within the time limited, or fail to fulfill the agreements concerning the proposed work, it is agreed that the City may, at its option, determine that the undersigned has abandoned his interests in the proposed Contract and that the certified check or Bid Bond accompanying this Proposal may be retained by the City as liquidated damages and not as a penalty, but otherwise the certified check or Bid Bond shall be returned to the undersigned upon the execution of the Contract and acceptance of the bonds.

Dated and signed at A. Sandzik

This 25th day of October, 20 23.

Name of Bidder RAM Construction Services of Michigan, Inc.

By Andrew Sandzik

Title Vice President

Address 13800 Eckles Road  
Livonia, MI 48150

Telephone 734-464-3800

Form of Proposal

South Lafayette Parking Structures Restoration

The full names and residences of all persons interested in the foregoing bid as principals are as follows:

If a partnership, give names of:

Partner

Partner

Partner

Partner

If a corporation, give names of:

Robert T. Mazur  
13800 Eckles Road  
Livonia, MI 48150

President

Raymond Scott Auvenshine  
13800 Eckles Road  
Livonia, MI 48150

Secretary

Steven Nagel  
13800 Eckles Road  
Livonia, MI 48150

Treasurer

Andrew Sandzik  
13800 Eckles Road  
Livonia, MI 48150

~~Mayor~~ Vice President

If a partnership, attach a copy of  
County issued Assumed Name  
Certificate to this Proposal.

State in Which Incorporated:

Michigan

If a corporation, attach a copy of State issued  
Certificate of Good Standing to this Proposal.

**Submittal of Proposal**

**Deadline: Wednesday, October 25, 2023 @ 2:00 pm**

**Proposals shall be directed to the MITN website.**

**Questions related to the RFP shall be directed to:**

E-mail: [Exleym@romi.gov](mailto:Exleym@romi.gov) OR [leahm@romi.gov](mailto:leahm@romi.gov)

The city reserves the right to request any additional information which might be deemed necessary after the RFP information has been received.

The city does not intend to pay for any information solicited or obtained; further the city will not be liable for any costs incurred in the proposal preparation, presentation or contract negotiation.

The city reserves the right to reject any and all proposals received and the right to waive defects in proposals as a result of this RFP.

The successful vendor shall not provide services until a fully executed contract has been received by the city. The firm must indemnify and hold the city harmless throughout the contract. The firm must also provide liability insurance during the term of the contract.

**ESTIMATED QUANTITIES:**

Quantities stated are estimated and are not guaranteed. Quantities stated are made in good faith and will be used for award purposes. Quantities are based upon reasonable estimates, and the City of Royal Oak will not be penalized for additions or deletions from the contract within the specifications.

**DOWNPAYMENTS AND PREPAYMENTS:**

Any bid submitted which requires a down payment or prepayment of any kind prior to delivery of material and acceptance, as being in conformance with specifications, will not be considered for award.

**CONTRACT FORMS:**

Bidders should complete the Legal Status of Bidder, Non-Collusion Affidavit, Certification regarding Debarment and the Certification regarding "Iran Linked Business" forms and return with your bid proposal.

**MICHIGAN CONSTRUCTION LIEN ACT:**

The bidder agrees that, if awarded the Contract(s) he/she will abide by all requirements of the Michigan Construction Lien Act (P.A. 1980, No. 497) as amended and effective March 1, 1982, and to provide full and complete Sworn Statements on Owner-approved forms.

**PUBLIC ACT 57:**

Public Act 57 requires contractors to provide certain notices to governmental entities concerning improvements on real property; to allow for modifications of contracts for improvement of real property; to provide for remedies; and to repeal acts and parts of acts. This contract shall comply with all applicable provisions of Public Act 57.

**PURCHASE ORDER:**

After the Royal Oak City Commission has approved the award, the City of Royal Oak Purchasing Agent will inform the successful bidder. The successful bidder once notified, will be required to submit the specified bonds. A purchase order will be issued in approximately one-week and released, once acceptable insurance is received. The purchase order issued in conjunction with the Contract Form from the City of Royal Oak will create a bilateral contract between the parties, and the successful bidder shall commit to perform the contract in accordance with specifications.

**AWARD:**

The work shall commence immediately upon City Commission award. The designated City representative shall approve the work schedule prior to the start of the project. His/her decision as to acceptability shall be deemed in the City of Royal Oak's best interest. The City of Royal Oak is the only party to this contract that may authorize amendment of this schedule. The contractor is required to start the project within ten (10) working days after notification to start work.

**CITY OF ROYAL OAK, MICHIGAN  
REQUEST FOR PROPOSAL  
South Lafayette Parking Structure Restoration  
RFP-RO-23-101**

**TO: FINANCE DEPARTMENT, CITY OF ROYAL OAK, MI**

The undersigned hereby offers to furnish to the City of Royal Oak all materials and/or services at the prices quoted below in conformance with the City's specifications described herein:

COMPLETE cost per bid specifications: \$47,305.00

The firm certifies that this proposal is in complete compliance with all specifications except as specifically listed on the following lines (use additional sheet if necessary):

N/A

PROPOSAL FIRM FOR: 120 days (firm) (LENGTH OF TIME-90 DAYS MINIMUM)

**LEGAL IDENTIFICATION**

NAME OF COMPANY: RAM Construction Services of Michigan, Inc.

COMPANY ADDRESS: 13800 Eckles Road, Livonia, MI 48150

PHONE NO.: 734-260-7932 FAX NO.: 734-437-6206 EMAIL: crevis@ramservices.com

PROPOSAL PREPARED BY: Chris Revis Project Manager  
(Typed Name of Individual) (Title)

AUTHORIZED SIGNATURE:  Andrew Sandzik, Vice President

DATE SUBMITTED: October 25, 2023



The undersigned, as bidder, declares that he/she having examined the specifications with related documents and the sites of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project, including availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies to complete the project in accordance with the contract documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this bid proposal is part.

### **Contractor Provided Insurance**

At all times during this Contract, Contractor shall obtain and maintain insurance according to the specifications indicated.

1. Vendor agrees to procure and maintain insurance coverage according to the following specifications:

- a. \$1,000,000 Combined Single Limit Commercial General Liability Broad Form Endorsement/or the following as minimum requirements:

Broad form property damage

Premises/Operations

Libel and Slander

Independent Contractors

(Blanket) Broad form Contractual

Personal Injury - delete contractual exclusion "A"

Additional Insured - the City of Royal Oak, City Agents (as defined in this contract) and employees and elected and appointed officials of Royal Oak;

The total limits of general liability coverage required herein may be satisfied with a combination of a primary and excess policy having not less than \$1,000,000 in limits, specifically listing the primary general liability policy as underlying insurance.

- b. Workers' Compensation as required by law \$100,000.00 and Employer's Liability.

- c. Automobile Liability with minimum limits of \$1,000,000 combined single limit automobile liability per occurrence, including hired and leased vehicles, and owned and non-owned.

- d. Specialized Coverage: Listed below are insurance requirements that may be requested and shall be indicated:

Professional Liability with minimum limits of \$1,000,000 per occurrence and \$1,000,000.00 aggregate, except for Construction and Maintenance Contracts only.

Errors & Omissions with minimum limits of \$1,000,000 per occurrence and \$1,000,000.00 aggregate.

Employee Dishonesty with minimum limits of \$20,000 per occurrence.

Malpractice with minimum limits of \$1,000,000 per occurrence and \$1,000,000.00 aggregate.

Garage Liability with minimum limits of \$100,000 per occurrence.

### **2. General Certificates of Insurance**

- a. All Certificates of Insurance and duplicate policies of any outside vendor or contractor shall contain the following clauses:

i) "The insurance company(s) issuing the policy or policies shall have no recourse against the City of Royal Oak for payment of any premiums or for assessments under any form of policy".

ii) Any and all deductibles in the above-described insurance policies shall be assumed by and be or the amount of, and at sole risk of, the contractor."

- b. All Certificates are to provide 30-day notice of material change or cancellation. Certificates of Insurance and insurance binders must be provided no less than ten (10) working days before commencement of work to the City. Insurance carriers are subject to the approval of the City.

### HOLD HARMLESS AGREEMENT

"To the fullest extent permitted by law, RAM Construction Services of Michigan, Inc., agrees to defend, pay in behalf of indemnify, and hold harmless the City of Royal Oak, its elected and appointed officials, employees and volunteers and others working for or in behalf of the City of Royal Oak, 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 Royal Oak, its elected and appointed officials, employees, volunteers or others working in behalf of the City of Royal Oak, 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 this contract."

**SIGNATURE PAGE**

**PRICES:** Prices shall remain firm for 90 days or bid award, whichever comes first, except the successful bidder whose prices shall remain firm through project completion.

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:**

NOTE: The undersigned has checked carefully the bid figures and understands that he/she shall be responsible for any error or omission in this bid offer and is in receipt of all addenda as issued.

TAX ID: 38-1164400

COMPANY: RAM Construction Services of Michigan, Inc.

ADDRESS: 13800 Eckles Road

CITY: Livonia

STATE: MI

ZIP: 48150

PHONE: ( 734 ) 464-3800

FAX NUMBER: ( 734 ) 437-6206

REPRESENTATIVE NAME: Andrew Sandzik

(Print)

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:**

PAYMENT TERMS: 60 days

WARRANTY: 5 year joint and several

CHECK INCLUDED: N/A

COMPLETION: TBD

EMAIL: [asandzik@ramservices.com](mailto:asandzik@ramservices.com)

EXCEPTIONS: Any exceptions, substitutions, deviations, etc. from the City of Royal Oak specifications and this proposal must be stated below and reason for, and is an integral part of this bid offer:

N/A

**ACKNOWLEDGEMENT:**

I, Andrew Sandzik, certify that I have read the **Instructions to Bidders** and that the bid proposal documents contained herein were obtained directly from the City's Purchasing Department or MITN website, [www.mitn.info](http://www.mitn.info) and is an official copy of the Authorized Version.

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:**

**NOTE:** The City of Royal Oak, at their discretion, may require the bidder to supply a Financial Report from an impartial Financial Credit Reporting Service before award of contract.

**IMPORTANT:** All City of Royal Oak purchases require a MATERIAL SAFETY DATA SHEET, where applicable, in compliance with the MIOSHA "Right to Know" Law. Please include a copy of any relevant MSDS at the time of bid submission.

**U.S. FUNDS:** All prices quoted are to be in U. S. Currency.

## Legal Status of Bidder:

The Bidder shall fill out the appropriate form and strike out the other two:

\_\_\_\_\_  
A **corporation** duly organized and doing business under the laws of the State of Michigan for  
whom Andrew Sandzik, bearing the office title of Vice President  
\_\_\_\_\_, whose signature is affixed to this proposal, is duly authorized to execute contracts.

\_\_\_\_\_  
~~A partnership, all members of which, with addresses, are~~

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

\_\_\_\_\_  
~~A **individual**, whose signature is affixed to the proposal~~

_____	_____
-------	-------



## Page 123 of 529



**CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
2. Have not, within the three-year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three-year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
  - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
  - b. For the violation of federal, or state antitrust statutes, including those proscribing prices fixing between competitors, the allocation of customers between competitors, or bid rigging; or
  - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2- Contracts.

☒ **I can certify to the above statements.**

RAM Construction Services of Michigan, Inc.

\_\_\_\_\_  
Name of Agency/Company/Firm (Please Print)

Andrew Sandzik, Vice President

\_\_\_\_\_  
Name and title of authorized representative (Please Print)

  
\_\_\_\_\_  
Signature of authorized representative

\_\_\_\_\_  
Date

☐ **I am unable to certify to the above statements. Attached is my explanation.**

**VENDOR CERTIFICATION  
THAT IT IS NOT AN  
"IRAN LINKED BUSINESS"**

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

<b>Vendor</b>	
Legal Name	RAM Construction Services of Michigan, Inc.
Street Address	13800 Eckles Road
City	Livonia
State, Zip	Michigan, 48150
Corporate I.D. Number/State	109-273
Taxpayer I.D. #	38-1164400

The undersigned, with: 1.)full knowledge of all of Vendors business activities, 2.)full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Royal Oak.

Signature of Vendor's Authorized Agent: \_\_\_\_\_

Printed Name of Vendor's Authorized Agent: Andrew Sandzik, Vice President

Witness Signature: \_\_\_\_\_

Printed Name of Witness: Kristen Wickens, Administrative Assistant





**CITY OF ROYAL OAK, MICHIGAN  
REQUEST FOR PROPOSAL  
South Lafayette Parking Structure Restoration  
RFP-RO-23-101**

ADDITIONAL PROPOSED SERVICES:

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# THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

## Bid Bond

**KNOW ALL MEN BY THESE PRESENTS**, that we

**RAM Construction Services of Michigan, Inc.**  
13800 Eckles Road, Livonia, MI 48150

as Principal, hereinafter called Principal, and

**Travelers Casualty and Surety Company of America**  
One Tower Square, Hartford, CT 06183

a corporation duly organized under the laws of the State of **Connecticut**  
as Surety, hereinafter called Surety, are held and firmly bound unto

**City of Royal Oak**  
203 S. Troy Street, Royal Oak, MI 48067

as Obligee, hereinafter called Obligee, in the sum of **Five Percent of Accompanying Bid**

Dollars **(5% of Bid)**

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for (Here insert full name, address and description of project)

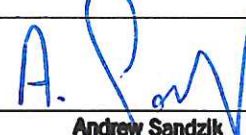
**South Lafayette Parking Structure Restoration RFP-RO-23-101**

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 25th day of October, 2023.

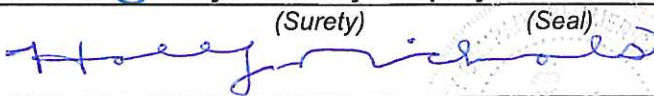
**RAM Construction Services of Michigan, Inc.**

  
(Witness)

 (Principal) (Seal)  
**Andrew Sandzik** (Title)  
**Vice President**

**Travelers Casualty and Surety Company of America**

  
(Witness)

(Surety) (Seal)  
 (Title)  
**Holly Nichols**, Attorney in Fact



**Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company**

# POWER OF ATTORNEY

**KNOW ALL MEN BY THESE PRESENTS:** That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint Nicholas Ashburn, Anne M Barick, Robert D Heuer, Paul Hurley, Michael D Lechner, Mark Madden, Richard S McGregor, and Holly Nichols of Rochester Hills, Michigan, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

**IN WITNESS WHEREOF,** the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st day of April, 2021.**



State of Connecticut

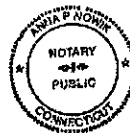
City of Hartford ss.

By:   
Robert L. Raney, Senior Vice President

On this the **21st day of April, 2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

**IN WITNESS WHEREOF,** I hereunto set my hand and official seal.

My Commission expires the **30th day of June, 2026**



  
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

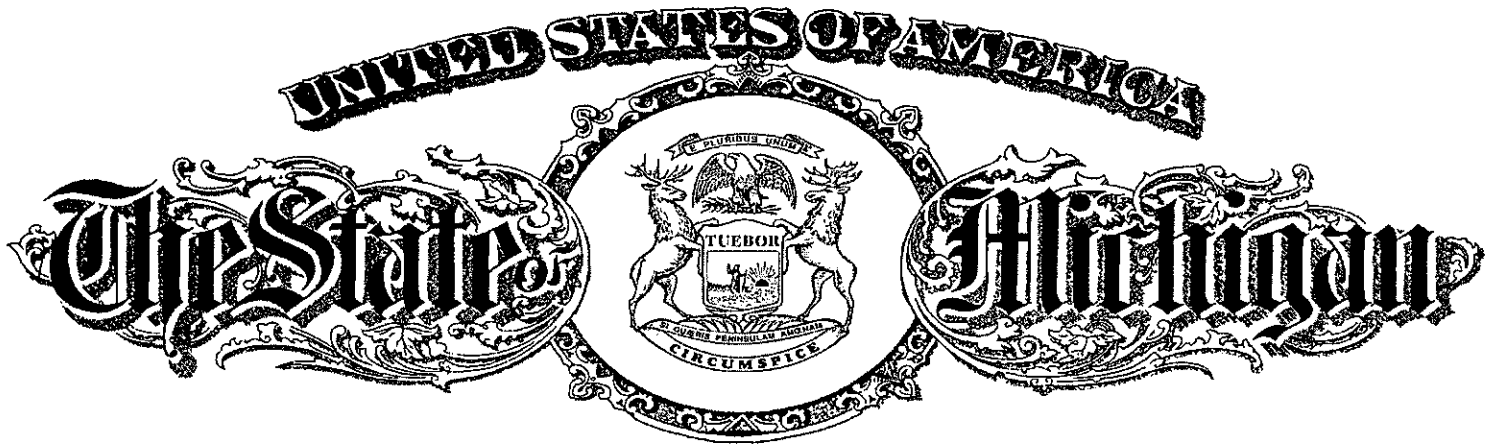
I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **25th** day of **October**, **2023**



  
Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.**



Department of Licensing and Regulatory Affairs

Lansing, Michigan

*This is to Certify That*

**RAM CONSTRUCTION SERVICES OF MICHIGAN, INC.**

*was validly incorporated on November 1, 1918 as a Michigan DOMESTIC PROFIT CORPORATION, and said corporation is validly in existence under the laws of this state.*

*This certificate is issued pursuant to the provisions of 1972 PA 284 to attest to the fact that the corporation is in good standing in Michigan as of this date and is duly authorized to transact business and for no other purpose.*

*This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.*



Sent by electronic transmission

Certificate Number: 22070635306

*In testimony whereof, I have hereunto set my hand,  
in the City of Lansing, this 27th day of July, 2022.*

Linda Clegg, Director

Corporations, Securities & Commercial Licensing Bureau

Verify this certificate at: URL to eCertificate Verification Search <http://www.michigan.gov/corpverifycertificate>.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/22/2022

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).

<b>PRODUCER</b> Guy Hurley, LLC 989 East South Blvd. Suite 200 Rochester Hills MI 48307		<b>CONTACT NAME:</b> Christine Phillips <b>PHONE (A/C No. Exd):</b> (248) 519-1400 <b>FAX (A/C No.):</b> (248) 519-1401 <b>E-MAIL ADDRESS:</b> cphillips@ghbh.com																						
<b>INSURED</b> RAM Construction Services of Michigan, Inc. DBA RAM Construction Services 13800 Eckles Road Livonia MI 48150		<b>INSURER(S) AFFORDING COVERAGE</b> <table border="1"><thead><tr><th>INSURER</th><th>COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: The Travelers Indemnity Co.</td><td>A++ XV</td><td>25658</td></tr><tr><td>INSURER B: Travelers Prop Cas Co. Amer</td><td>A++ XV</td><td>25674</td></tr><tr><td>INSURER C: The Travelers Indem Co. CT</td><td>A++ XV</td><td>25682</td></tr><tr><td>INSURER D: Federal Insurance Co.</td><td>A++ XV</td><td>20281</td></tr><tr><td>INSURER E: Indian Harbor Ins Co.</td><td>A+ XV</td><td>36940</td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></tbody></table>		INSURER	COVERAGE	NAIC #	INSURER A: The Travelers Indemnity Co.	A++ XV	25658	INSURER B: Travelers Prop Cas Co. Amer	A++ XV	25674	INSURER C: The Travelers Indem Co. CT	A++ XV	25682	INSURER D: Federal Insurance Co.	A++ XV	20281	INSURER E: Indian Harbor Ins Co.	A+ XV	36940	INSURER F:		
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INSURER F:																								

## COVERAGES

CERTIFICATE NUMBER: 23-24 Kristen

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			VTC2KC03L210068IND23	1/1/2023	1/1/2024	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	<input checked="" type="checkbox"/> Contractual Liability						MED EXP (Any one person)	\$ 10,000
	<input checked="" type="checkbox"/> XCU Coverage Included						PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$ 2,000,000
	OTHER:							\$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY			VTJCAF3L21007ATIL23	1/1/2023	1/1/2024	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$
							PIP-Basic	\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR		CUP5R4781432325	1/1/2023	1/1/2024	EACH OCCURRENCE	\$ 15,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE	\$ 15,000,000
	<input type="checkbox"/> DED	<input type="checkbox"/> RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			UB5R4771712325R	1/1/2023	1/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
C	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A	UB5R4768072325K	1/1/2023	1/1/2024	E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
D	Inland Marine			06696099	1/1/2023	1/1/2024	Leased/Rented Equipment	\$450,000
E	Professional/Pollution			CE07446600	1/1/2023	1/1/2024	Claim/Aggregate Limit	\$2,000,000

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

## CERTIFICATE HOLDER

## CANCELLATION

<b>EVIDENCE OF COVERAGE</b>	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 R. McGregor/PHILLI

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July 12, 2024

Royal Oak Dept. of Public Service  
1600 N. Campbell Road  
Royal Oak, MI 48067

Attention: Matt Exley  
[exley@romi.gov](mailto:exley@romi.gov)

Regarding: City of Royal Oak  
Parking Structures Restoration  
Royal Oak, MI

Dear Sir,

In response to your request, we are providing the following summary of work and associated costs per parking structure.

South Lafayette Parking Structure

RAM Original Contract =	\$ 47,305.00
Additional 5,844 LF of Joint Sealant at Roof Level and Ramp – $5,844 \times \$6.40 =$	\$ 37,401.60
Additional 4,724 SF of Traffic Coating at Roof Level and Ramp – $4,724 \times \$3.65 =$	\$ 17,242.60

South Lafayette New Total =	\$101,949.21
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Center Street Parking Structure

Joint Sealant Roof Level at Inverted Tee Beams 1,454 LF – $1,454 \times \$6.40 =$	\$ 9,305.60
Traffic Coating Roof Level at Inverted Tee Beams 1,080 SF – $1,080 \times \$3.65 =$	\$ 3,942.00

Center Street Total =	\$ 13,247.60
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11 Mile Parking Structure

Joint Sealant Roof Level at Inverted Tee Beams 1,454 LF – $1,454 \times \$6.40 =$	\$ 9,305.60
Traffic Coating Roof Level at Inverted Tee Beams 1,080 SF – $1,080 \times \$3.65 =$	\$ 3,942.00

11 Mile Total =	\$ 13,247.60
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Grand Total for all Three Decks =	\$128,444.40
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Feel free to contact me with any questions.

Sincerely,  
RAM Construction Services of Michigan, Inc.

Chris Revis  
CR/kw/24-075

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Award of Fred A. Erb Arboretum Improvements</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Department of Public Service</b>
<b>PRESENTER</b>	<b>Aaron Filipski</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

At its January 10, 2022 meeting the Royal Oak City Commission approved a grant agreement with Oakland County for trail improvements at the Royal Oak Arboretum, located adjacent to the Mahany/Meininger Senior Community Center. The \$95,000 grant required a local match of \$23,750, which was also approved by the commission.

Subsequently, the Department of Public Services obtained a \$250,000 grant from the Fred A. and Barbara M. Erb Family Foundation for additional improvements to the arboretum, including tree plantings, wayfinding and educational signage, additional trail connectivity, a maintenance equipment storage shed, and irrigation system installation. The grantors also authorized the use of funds to cover budget shortfalls related to the Oakland County grant portion of the project.

After an initial request for proposals in spring 2024 resulted in bids that exceeded the available budget, a second request for proposals was issued and opened on June 26, 2024. The bid results are as follows:

Audia Construction	\$293,217.00
Rolar Property Services	\$215,857.20
Sommerset Paving Companies	\$196,024.00
Ready Dig	\$136,368.32

Staff reviewed the proposals, interviewed bidders to ensure a full understanding of the scope of work, and recommends awarding the construction contract to the lowest bidder, Ready Dig.

To date, \$14,196 of the required \$23,750 match has been expended for various items including design costs and force accounts. \$9,554 in unspent funds from FY 23-24 will need to be carried over to the current FY which will be presented separately as part of the finance department's periodic budget amendment requests.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>\$9,554</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$0</b>

<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$9,554 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>General Fund – Parks and Forestry</b>
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Revenue impact (details below)

☐ Workload impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

None.

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

None.

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

None.

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## **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

This initiative aligns with the city's 2022-2025 strategic plan goal of maintaining an exceptional system of parks and public spaces, specifically the action steps of considering and developing partnerships with non-city organizations to expand recreational opportunities, and providing diverse, accessible amenities throughout the city to encourage park usage.

The initiative also aligns with the S-CAP goals 5.2.1 - Integrate native plantings and sustainability into municipal landscaping practices and 5.3.2 - Create opportunities for the community to engage in green space stewardship and volunteerism in city parks.

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## **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

None.

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## **BOARD AND COMMISSION FEEDBACK**



*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

The Parks and Recreation Advisory Board and the Environmental Advisory Board have been provided regular status updates on this grant project.

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves the construction contract for improvements at the Fred A. Erb Arboretum and authorizes the Clerk and Mayor to execute the agreement; and,

**BE IT FURTHER RESOLVED**, the Royal Oak City Commission hereby authorizes an expenditure of \$9,554.00 as part of the Oakland County grant cost share requirement.

### **ATTACHMENTS:**

- Construction Contract

## **Construction Contract**

THIS Construction Contract is made this 30 day of, July, 2024, by and between the City of Royal Oak, a Michigan Municipal Corporation, with its principal office at 203 S. Troy Street, Royal Oak, MI 48067, (the "CITY"), and Ready Dig Excavation LLC, with its principal office at, 28440 Groesbeck Hwy Rosevill MI 48066, (the "CONTRACTOR"). CITY and CONTRACTOR are herein collectively referred to as "Parties" and separately as "Party".

WITNESSETH, the parties to these presents, each in consideration of the agreements on the other herein contained, have agreed and hereby agree to as follows:

**Article 1:** That the said CONTRACTOR has agreed and by these presents does agree with the said CITY for the consideration set forth in Article 5 of this Contract to build and/or construct for the said CITY the entire work as shown on the Plans and as described in the Specifications, Instructions to Bidders, Proposal, and other documents together with all appurtenances and appurtenant work, in the manner and time prescribed including the furnishing of all materials, tools, equipment, transportation, labor, supervision, and all else necessary therefor and incidental thereto. The short title and description of this Contract shall be known and referred to as:

### **2024 Royal Oak Arboretum Pathway Improvements Contract CAP2363**

**Article 2:** That the CONTRACTOR agrees that they will prosecute the work under this Contract so as to bring it to full completion by **November 1, 2024** and further agrees that the CITY is hereby authorized to deduct and retain out of monies that may be due or become due them under this Contract the sum of **one thousand dollars (\$1,000.00)** for each and every working day that the work remains uncompleted beyond the time limit named above, as amended by such extension of time as may be as allowed under Article 3 of this Contract, and that, in view of the difficulty of ascertaining the loss which the CITY will suffer by reason of delay in the performance of the work hereunder, the deduction and retention of such sum is to be considered not a penalty but the payment of liquidated damages stipulated beforehand by the parties hereto as representing the cost of additional inspection and engineering and the loss to the CITY of the use of the said construction of facilities.

**Article 3:** That the parties hereto mutually agree that if the CONTRACTOR shall be obstructed or delayed in the prosecution of completion of his work by disastrous storms, or by acts of Providence, or by general strikes, or by Court Injunction, or by any neglect or delay on the part of the CITY, the CONTRACTOR shall have no claim for damages for such causes or delay, but they shall in such case be entitled to such extension of time limit specified herein for the completion of the work as the Engineer shall adjudge to be just and reasonable provided, however, that formal claim for such extension be made in writing by the CONTRACTOR within a week after the time when such alleged cause of delay shall have occurred.

**Article 4:** That the parties hereto mutually agree to the following stipulations as setting forth certain conditions which shall be taken to exist between the said parties and the conditions under which the work is to be done:

1. Definition of Forms: Whenever in the Contract the following terms, or pronouns in place of them, are used, their intent and meaning shall be interpreted as follows:

"Contract"	The agreement covering the performance of the work hereinafter defined and the payments therefor; including Advertisement, Instructions to Bidders, Form of Proposal, Executed Contract, Contract Bonds, Insurance, Specifications, Plans, Supplementary Agreements which may be entered into, all of which documents are to be treated as one instrument whether or not set forth at length in the Form of Contract.
"City"	The City of Royal Oak, Michigan, or the properly authorized agents or representatives.
"Engineer"	The City Engineer of the City of Royal Oak, Michigan, or his duly authorized agents, assistants, or representatives, limited to the specific duties assigned or entrusted to them.
"Contractor"	The party of the second part, contracting to perform the work covered by this Contract, or any part of it, his successor, assigns, or his duly authorized agents or legal representatives.
"City Clerk"	The Clerk or Treasurer or Attorney of the City of Royal Oak,
"City Treasurer"	Michigan
"City Attorney"	
2. Plans: The location, depth and dimensions, structural details, and construction requirements of the work to be done are shown in a set of drawings adopted by the CITY and on file at the office of the City Engineer entitled:

**2024 Royal Oak Arboretum Pathway Improvements  
Contract CAP2363**

When the figures or dimensions are given on the drawings, they are to have precedence over dimensions taken by scaling. During the progress of the work, the CITY may furnish drawings explanatory of those mentioned herein, which shall thereupon become a part hereof.

The CITY shall have the right to make reasonable modifications of Plans, if it is to its best interest to do so, and the CONTRACTOR shall be paid for the work as it is actually done.

The CONTRACTOR shall furnish, wherever required, drawings showing in detail the materials and construction of any part of the work for which the Engineer does not issue detail drawings. No time will be allowed for delays caused by the CONTRACTOR in submitting drawings that are not in accordance with the specifications. The CONTRACTOR shall check all dimensions and quantities on the drawings and they shall notify the Engineer of all errors, which they may discover.

3. Specifications: A set of technical specifications explaining in detail how the work under this Contract is to be done and describing the character and quality of the various materials employed therein is attached to this Contract and is made expressly a part of it.
4. Plans and Specifications Cooperative: The plans and specifications are intended to be cooperative. They shall be construed as supplementary and explanatory each to the other, and any work called for on the plans and not particularly shown on the plans is to be as included under this Contract the same as is set forth in the specifications and exhibited on the plans.
5. The Engineer to Decide: In case of any conflict between the specifications and the plans, or in case the meaning of either or both should be obscure or uncertain or in dispute, the Engineer shall decide as to the true intent, and his decisions shall be binding and final.
6. Supervision of Work: All work shall be done under the supervision of and subject to the approval of the Engineer who shall have authority to make all inspections and direct it and determine the amount, quality, acceptability, and fitness of any labor, material, or construction which in his opinion does not fully meet the requirements of the specifications.
7. Suitable Tools and Equipment: It is mutually understood that the workmanship furnished under this Contract shall be first class. To the end that a good substantial and workmanlike job may be produced, the CONTRACTOR shall furnish suitable tools and equipment. Any tools or equipment that shall not, in the judgment of the Engineer, be suitable or sufficient to produce this result may be ordered from the work by them and such tools or equipment shall be substituted therefor by the CONTRACTOR as will meet with the approval of the Engineer.
8. Requirements for Materials: It is mutually understood that all materials furnished by the CONTRACTOR to be used in this work shall be of first quality in every respect and material so furnished which may not, in the judgment of the Engineer, be equal to the requirements of the specifications may be rejected by the Engineer, and such rejected materials must not be used and must immediately be removed by the CONTRACTOR from the site of the work.

The presence of the inspector or Engineer on the project shall in no way relieve the CONTRACTOR of his obligations to both provide materials and perform the work in full conformity to the specifications. Work found to be unsatisfactory prior to the expiration date of the maintenance clause of the Performance Bond shall be replaced at no cost to the CITY regardless of whether or not the inspector or Engineer was present at the time the work was originally performed.

9. Trade Names and Patents: Whenever an article of any class or materials or equipment is specified by the trade name of any particular patentee, manufacturer, or dealer, or by reference to the catalog of any such manufacturer or dealer, it shall be taken to mean and specify the article or articles or materials described or equal thereto in quality, finish, and durability and equally serviceable for the purpose for which it is or they are intended. The Engineer shall make the decision as to whether the materials or equipment offered are equal to those specified and his decision shall be final.

10. Patent and Patent Rights: The CONTRACTOR shall protect and save the CITY harmless against all claims and actions brought against the CITY by reason of any actual infringement upon patent rights in any material, process, machine, or appliances used by them in the work.
11. Right-of-Way: The necessary rights-of-way for any construction to be done across or in private property will be obtained by the CITY. The CONTRACTOR shall take due and proper precautions against any injury to adjacent structures and shall hold themselves strictly within the rights secured to them by the CITY in prosecuting the work on private property.
12. Sanitary Regulations: The CONTRACTOR at all times shall provide for the employees an abundant supply of pure drinking water and shall give orders against the use for drinking purpose of any water in the neighborhood known to be injurious to the health of the workers.

The CONTRACTOR shall provide at convenient points approved by the Engineer, properly secluded from public observations, necessary sanitary conveniences for the use of the employees. These shall be maintained in a manner, which will meet with the approval of the Engineer, and the CONTRACTOR shall vigorously enforce their use.

13. Labor Laws and Ordinances: The CONTRACTOR shall obey and abide by all the laws of the State of Michigan relating to the employment of labor and public work and all ordinances and requirements of the CITY regulating or applying to public improvements.

The CONTRACTOR agrees not to discriminate against any employee or applicant for employment, to be employed in the performance of the Contract, with respect to hire, tenure, terms, conditions, or privileges of employment, of any matter directly or indirectly related to employment, because of age or sex, except where based on a bona fide occupational qualification, or race, color, religion, national origin, or ancestry. The CONTRACTOR further agrees that every subcontract entered into for the performance of the Contract will contain a provision requiring non-discrimination in employment, as herein specified, binding upon each subcontractor. Breach of this covenant may be regarded as a material breach of the Contract.

14. Local Sources for Labor and Materials: All labor employed upon the work of this Contract shall be obtained from residents of the CITY insofar as this is available. All supplies, equipment, and materials shall be obtained from sources and dealers in the CITY insofar as is practicable.
15. Assignment or Subletting of Contract: In the execution of the Contract it may be necessary for the CONTRACTOR to sublet part of the work to others; however, the CONTRACTOR shall not award any work to any subcontractor without prior written approval of the CITY, which approval shall not be given until the CONTRACTOR submits to the CITY a written statement concerning the proposed award to the subcontractor, which statement shall contain such information as the CITY may require.

The CONTRACTOR shall be fully responsible to the CITY for the acts and omissions of their subcontractors and of persons either directly or indirectly employed by them,

as they are for the acts and omissions of persons directly employed by them. Nothing contained in this Contract shall create any contractual relation between any subcontractor and the CITY.

The CONTRACTOR shall not assign, transfer, convey, or otherwise dispose of this Contract, of any part thereof, or his right, title, or interest in the same or any part thereof, without the previous consent in writing of the CITY. The CONTRACTOR shall not assign by power-of-attorney or otherwise any of the monies due or to become due and payable under this Contract without the previous consent in writing of the CITY.

16. Contractor Insurance Requirements: The CONTRACTOR, and any and all of their subcontractors, shall not commence work under this permit until they have obtained the insurance required under this paragraph. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan acceptable to the City of Royal Oak. The requirements below should not be interpreted to limit the liability of the CONTRACTOR. All deductibles and Self-Insured Retentions (SIRs) are the responsibility of the CONTRACTOR.

The CONTRACTOR shall procure and maintain the following insurance coverage:

- A. **Workers' Compensation Insurance**, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- B. **Commercial General Liability Insurance** on an "Occurrence Basis" with limits of liability not less than \$1,000,000.00 per occurrence and aggregate. Coverage shall include, but not limited to, the following: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Explosion, Collapse, and Underground, if applicable.
- C. **Automobile Liability**, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000.00 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- D. **Commercial General Liability and Automobile Liability**. Required liability limits may be obtained by using an Excess/Umbrella Liability policy in addition to the primary liability policy(ies). If coverage limits are satisfied by an Excess and/or Umbrella policy, coverage must follow form of the primary liability policy(ies), including but not limited to additional insured and primary/non-contributory coverage.
- E. **Additional Insured**: Commercial General Liability Insurance shall include an endorsement stating the following shall be **Additional Insureds**: The City of Royal Oak, all elected and appointed officials, all employees and volunteers, agents, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming the City of Royal Oak as additional insured, coverage afforded is considered to be primary and any other insurance the City of Royal Oak may have in effect shall be considered secondary and/or excess.
- F. **Owners' and Contractors' Protective Liability**: A separate Owners' and Contractors' Protective Liability Policy with limits of liability not less than

\$1,000,000.00 per occurrence and aggregate. The City of Royal Oak shall be "Named Insured" on said coverage.

- G. **Cancellation Notice:** Policy(ies), as described above, shall be endorsed to state the following: It is understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation or Non-Renewal shall be sent to the Certificate Holder: City Engineer, City Hall, 203 South Troy Street, P.O. Box 64, Royal Oak, Michigan 48068-0064
  - H. **Proof of Insurance Coverage:** The CONTRACTOR shall provide the City of Royal Oak at the time the contracts are returned by them for execution a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, a copy of the policy sections, where coverage is provided for additional insured and cancellation notice, may be acceptable. Copies of all policies mentioned above shall be furnished, if so requested.
  - I. If any of the above coverages expire during the term of this contract, the CONTRACTOR shall deliver renewal certificates, endorsements, and/or policies to City of Royal Oak at least ten (10) days prior to the expiration date.
  - J. The CONTRACTOR shall execute a Hold Harmless Agreement (Page HHA-1) for each Contract.
17. **Insufficiency of Sureties:** Should the CITY at any time deem the Sureties under the Contract to be unsatisfactory, and they so notify the CONTRACTOR, the CONTRACTOR shall furnish forthwith the substitution new Sureties acceptable to the CITY. No further payment shall be deemed due or shall be made until the new Sureties shall qualify and be accepted by the CITY.
18. **Service of Notice:** The address given by the CONTRACTOR in the Proposal is hereby designated as the place where all notices including letters and other communications shall be served, mailed, or delivered. This place may be changed at any time by the CONTRACTOR by written notice to the Engineer. Nothing herein contained shall preclude or render inoperative service of any notice upon the CONTRACTOR by delivering it to them personally or by serving notice to the agents or representatives in charge of any part of the work. In addition, where the CONTRACTOR is a corporation, such notice may be delivered to any of its officers or directors.
19. **Default of Contract:** When, in the opinion of the Engineer, the work or any part of the work to be done under this Contract has been abandoned, is unnecessarily delayed, or cannot be completed at the rate of progress or within the time specified, or the CONTRACTOR is willfully violating any of the covenants of this Contract or is carrying it out in bad faith, or has been adjudged as bankrupt, or if they should make a general assignment for the benefit of his creditors, then the Engineer shall so certify in writing to the CITY and the CITY, in writing, may declare the CONTRACTOR in default and so notify them to discontinue the work. The CITY may then call upon the Sureties to complete the work or may complete it by other means. The CITY may take over and use materials and equipment at the site of the work and other materials and equipment used elsewhere for the work at the time of default and may procure other materials, equipment, and all else necessary for the completion of the work. The CITY may recover the cost of completing the work by deducting the amount thereof from any monies due or which may become due the CONTRACTOR under this Contract, and when such monies are insufficient to pay said cost, the amount of said

cost in excess of such monies shall be paid by the CONTRACTOR or by the Surety.

20. Progress Payments and Estimates: At the end of each month or at such other time intervals as may be mutually agreeable, the Engineer will make an estimate of the quantity and value of the work done by the CONTRACTOR since the date of the previous estimate and, as soon as practicable thereafter, the CITY will pay the CONTRACTOR, as a partial payment, except that the CITY may at any time retain from such partial payments a sum sufficient to meet any undischarged indebtedness of the CONTRACTOR in connection with the work performed.  
To assure proper performance of a construction contract by the contractor, the City shall retain a portion of each progress payment otherwise due as provided in this section.

A. The retainage shall be limited to the following:

- i. Not more than 10% of the dollar value of all work in place until work is 50% in place.
- ii. After the work is 50% in place, additional retainage shall not be withheld unless the city determines that the contractor is not making satisfactory progress, or for other specific cause relating to the contractor's performance under the contract. If the city so determines, the city may retain not more than 10% of the dollar value of work more than 50% in place.

B. The retained funds shall not exceed the pro rata share of the City's matching requirement under the construction contract, if any, and shall not be commingled with other funds of the City and shall be deposited in an interest bearing account in a regulated financial institution in this state wherein all such retained funds are kept by City which shall account for both retainage and interest on each construction contract separately. A City is not required to deposit retained funds in an interest bearing account if the retained funds are to be provided under a state or federal grant and the retained funds have not been paid to the City.

C. Except as provided below, retainage and interest earned on retainage shall be released to a contractor together with the final progress payment.

D. At any time after 94% of work under the contract is in place and at the request of the original contractor, the City shall release the retainage plus interest to the original contractor only if the original contractor provides to the city an irrevocable letter of credit in the amount of the retainage plus interest, issued by a bank authorized to do business in this state, containing terms mutually acceptable to the contractor and the City.

21. Final Estimate and Payment: As soon as practicable after completion of all the work included in this Contract and after all known defects and deficiencies have been remedied, the Engineer will make a final inspection of said work and prepare a final estimate of the amount of money due to the CONTRACTOR. The CONTRACTOR shall file with the Engineer, as a condition precedent to final payment, an affidavit that all payrolls, material bills, and all other indebtedness incurred by them in connection with the work have been paid or an affidavit showing in detail the nature and amount of any such indebtedness that is unpaid. The CITY shall hold from final payment an amount of money sufficient to meet any such undischarged indebtedness of the CONTRACTOR



until an affidavit that any such indebtedness is paid is filed with the Engineer.

**Article 5:** That the said CITY, in consideration of the faithful and entire performance by the CONTRACTOR of his obligations under this Contract, hereby agrees to pay to the said CONTRACTOR, at the time and in the manner stipulated in Sections 20 and 21 of Article 4, the sum as determined by multiplying the actual quantities of authorized and approved work done under said item schedule in the Proposal by the respective unit prices bid therefore on the Proposal. A copy of the Proposal follows this Article.

**Article 6:** It is mutually agreed to by the parties hereto that any extra work not specifically mentioned in the Contract but which is obviously necessary to the complete performance of the Contract and which may be fairly implied as included will be considered so included and will be performed by the CONTRACTOR without extra charge therefore.

It is further agreed that if the CONTRACTOR shall do any extra work for which no price has been agreed upon beforehand, the price to be paid shall be actual cost to the CONTRACTOR of the labor and materials expended in such work plus fifteen percent (15%) of such cost for superintendence, overhead expense, insurance, and for the use of tools and plant. No claim for extra work will be allowed unless such work has been previously ordered in writing by the Engineer and unless such claim has been presented for payment as soon as practicable after such work was done and before making up of the final estimate.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals in triplicate this day of \_\_\_\_\_, 20\_\_\_\_.

CITY OF ROYAL OAK

\_\_\_\_\_  
Michael Fournier, Mayor

\_\_\_\_\_  
Melanie Halas, City Clerk

WITNESS:

\_\_\_\_\_  


CONTRACTOR

\_\_\_\_\_  
  
Signature

Ready Dig Excavation LLC President  
Company and Title

Approved as to Form:

\_\_\_\_\_  
Niccolas Grochowski, City Attorney

## Hold Harmless Agreement

Contract CAP2363

"To the fullest extent permitted by law, Ready Dig Excavation LLC, agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Royal Oak, its elected and appointed officials, employees and volunteers and others working for or on behalf of the City of Royal Oak, 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 Royal Oak, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Royal Oak, 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 this Contract."

  
Signature

07/30/2024  
Date

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Social District Approval for City Tavern LLC dba Cantaritos Mexican Bar and Grill (386 N. Main)</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Community Development - Planning</b>
<b>PRESENTER</b>	<b>Daniel Solomon</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

At its April 12, 2021, meeting, the city commission adopted a resolution establishing a social district within the city of Royal Oak to allow for the regulated sale of alcohol for outdoor consumption. Per Michigan Liquor Control Commission (MLCC) regulations, each licensee must gain local approval before submitting their application to receive their social district permit. To date the Royal Oak Social District has 21 participating businesses.

The city of Royal Oak has received an application for local approval from City Tavern, LLC dba Cantaritos Mexican Bar and Grill, located at 386 N. Main Street, Royal Oak, Michigan 48067. The licensee has signed a social district operating agreement, provided proof of the prescribed liability insurance, and a copy of the business logo to be affixed to the social district cups.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>3 cents/sticker</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$15,000</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>247 729 85713</b>
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Revenue impact (details below)

☒ Workload impact (details below)

☒ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

Not Applicable

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

Staff will provide stickers for the business, as is similar to other businesses in the Social District.

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

The addition of one business will cause additional expense for cup stickers, but we do not anticipate this being a major expense annually. Downtown Development Authority covers the cost of the stickers in the development fund.

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### **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

The city commission previously approved the Social District, which falls within “Vibrant Local Economy” in the current strategic plan.

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### **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

Not Applicable

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### **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

Not Applicable

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### **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED, the Royal Oak City Commission hereby grants local approval to City Tavern, LLC dba Cantaritos Mexican Bar and Grill (386 N. Main Street) and recommends them for consideration and approval by the Michigan Liquor License Commission; and**

**BE IT FURTHER RESOLVED, the Royal Oak City Commission hereby authorizes the Mayor and City Clerk to execute the social district operating agreement on behalf of the city.**

**ATTACHMENTS:**

**Attachment 1: Signed Social District Operating Agreement (including Rule sign), copy of business insurance certificate, copy of business logo for Social District cups**

**ROYAL OAK SOCIAL DISTRICT**  
**OPERATING AGREEMENT**

This Operating Agreement is entered into this 11 day of July, 2024, by and between the CITY OF ROYAL OAK, a Michigan Municipal Corporation with offices at 203 South Troy Street, Royal Oak, Michigan 48067 (the "Licensor") and CANTARITOS MEXICAN BAR & GRILL, 386 N MAIN ST, Royal Oak, Michigan 48067 (the "Licensee").

The Licensor hereby licenses and permits the Licensee to participate and operate in the Royal Oak Social District, subject to the following conditions:

1. The Licensee will display the rules sign attached as Exhibit A, which is incorporated into this Agreement by reference, at or near the entrance to the establishment indicated above. The rules sign will be provided by the Licensor.
2. The Licensee shall use only beverage containers that shall not be made of glass and shall not have a liquid capacity over 16 ounces as approved by the Licensor.
3. The Licensee shall prominently display its business logo, trade name or some other mark that is unique to the Licensee and readily identifiable as unique to the Licensee, and the approved social district logo as provided by the Licensor, on each beverage container approved by the Licensor.
4. The Licensee shall provide a copy of its business logo, trade name or other mark that is unique to the Licensee as part of its application for approval, attached as Exhibit B, which is incorporated into this Agreement by reference.
5. The Licensee shall write with a permanent marker the date and time on each beverage container when sold and/or provided to a customer.
6. The Licensee shall sell or provide a social district beverage only during the days and times established by the Licensor.
7. The Licensee shall not allow alcohol liquor purchased from another licensee to be brought onto its licensed premises.
8. The Licensee shall not sell alcoholic liquor in the commons area. Sidewalk cafes approved and licensed by the Licensor are not considered part of the commons area.
9. The Licensee shall not add to or modify materials provided by the Licensor without prior approval from the Licensor.

10. The Licensee shall not sell or provide alcohol beverages for consumption in the commons area should the Licenser approve a special event that includes the sale of alcoholic beverages.
11. To the extent permitted by law, the Licensee agrees to indemnify, defend and hold harmless the Licenser, including it's elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers, from any and all claims, demands and rights of action of every name, nature and description, whether arising under state or Federal statutes, or at common law, for injury or alleged injury to persons whether employees of the Licenser, or agents or employees of the Licensee, or to third parties, and for damage or alleged damage to property regardless of to whom it may belong or in whose custody it may be, arising through, on account of, or out of the License herein granted, no matter how caused, whether by the negligence of the Licenser, its agents, employees or otherwise. The Licensee agrees that in case a claim is made, or a suit is instituted against the Licenser for such loss, injury or damage, the Licensee will, upon notice from the Licenser, settle, adjust or defend the same at its sole cost and expense, without expense to the Licenser, and will pay any judgment rendered therein, including any court costs.
12. As a condition precedent to this License, the Licenser shall be added as a named insured to Licensee's general liability insurance policy. The Licensee shall carry insurance coverage in the amount of one million dollars (\$1,000,000.00) for general liability. Umbrella coverage in the amount of one million dollars (\$1,000,000.00) may also be used if the general liability coverage is less than one million dollars (\$1,000,000.00). Furthermore, the Licensee agrees to reimburse the Licenser for any deductible costs or claims expenses arising from any claims or suits filed against the City.
12. The Licensee shall provide the Licenser with a Certificate of Insurance for the license period, attached as Exhibit C. The additional insured on the certificate of insurance must read as follows:

"City of Royal Oak, and including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers."
13. The cancellation notice on the certificate of insurance must read as follows:

"Should any of the above-described policies be cancelled before the expiration date thereof, notice of cancellation will be provided to the Certificate Holder in accordance with the provisions of the policy."



- IN WITNESS WHEREOF, the Licensors and the Licensee, by and through their duly authorized representatives, have executed this Operating Agreement as of the day and year first above written.

Victor Torres Vazquez  
By: Victor Torres Vazquez  
Its: Owner

- A – Rules Sign  
B – Business Logo, Trade Name or Unique Mark  
C - Insurance

Approved as to form:

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Nicolas J. Grochowski  
City Attorney



# RULES

- Enter any participating establishment. (look for this sign).
- Order an adult beverage of your choice. It will be provided in a social district cup.
- Only alcohol purchased from participating establishments in the specially marked cup may be consumed in the social district.
- Enjoy your drink responsibly within the social district. Boundaries are clearly marked.
- Dispose of your cup properly. We understand you've just had a drink, but that's no excuse to litter.
- Do not take a cup from one establishment into another establishment.
- Cups/drinks are not permitted in the parking lots or parking garages.
- **Each cup is for one-time use. Come back soon!**



Royal Oak  
**DOWNTOWN**  
DEVELOPMENT AUTHORITY







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/25/2024

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

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

<b>PRODUCER</b> THE BROWNE AGENCY 2655 E OAKLEY PARK RD., STE 105 COMMERCE TOWNSHIP, MI 48390	<b>CONTACT NAME:</b> DOUGLAS BROWNE <b>PHONE (A/C, No. Ext):</b> (248) 486-1831 <b>E-MAIL ADDRESS:</b> dbrowne@fbinsmi.com <b>FAX (A/C, No):</b> <b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Farm Bureau General Insurance Company of MI <b>NAIC #</b> 21547
<b>INSURED</b> CITY TAVERN ROYAL OAK, LLC CANTARITOS MEXICAN RESTAURANT, LLC 376-386 N MAIN STREET ROYAL OAK, MI 48067	<b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Hired Auto Liability <input checked="" type="checkbox"/> Non-Owned Auto Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	CPP 3296995	04/28/2024	04/28/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> Y	N/A	N	WCC 3296996	04/28/2024	04/28/2025 <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

Certificate holder, their elected and appointed officials, all employees and volunteers, all boards, commissions, and authorities and their board members, employees and volunteers are Additional Insured with form (CG 20 11) Additional Insured – Managers or Lessors of Premises (form #) (form name), in accordance with policy language for address 376-386 N Main St, Royal Oak, MI. We will endeavor to mail written notice of cancellation at least ten (10) days before the date of cancellation if we cancel for non-payment of premium, thirty (30) days before the cancellation date if we cancel for any other reason, as provided in policy language.

**CERTIFICATE HOLDER****CANCELLATION**

CITY OF ROYAL OAK 203 S TROY ST. ROYAL OAK, MI 48067	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  <i>Chris Rodenberger</i>
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## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Award of Professional Services Contract – Clawson Park Improvements</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Community Development - Planning</b>
<b>PRESENTER</b>	<b>Joseph M. Murphy, Director of Planning</b>
<b>MEETING DATE</b>	Click or tap to enter a date.
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** (include history of previous Commission action/discussion, background, scope of work, etc.):

The Community Development Block Grant (CDBG) Program Year 2024 Annual Action Plan was approved at the May 13, 2024, Royal Oak City Commission meeting. It includes \$600,000 for improvements at Clawson Park. The city maintains a topographic survey of the park, but it must retain a firm to design the park improvements, oversee the construction administration, and conduct field inspection of the project. Therefore, staff solicited proposals from the engineering consultants under contract with the city. On July 31, 2024, the following bids were submitted. The planning division of the community development department recommends that Hubbell, Roth, & Clark, Inc. (HRC) of Bloomfield Hills, Michigan be selected to provide professional services for improvements to Clawson Park.

bid submittal summary			
consultant	design	construction oversight (% of awarded construction cost)*	estimated total cost
HRC	\$33,900	8% (\$41,600)	\$75,500
OHM	\$42,500	6.75% (\$35,100)	\$77,600

\*construction oversight budget is based on estimated construction contract price of \$520,000

### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>\$ 75,500</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$600,000</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>FY2024 CIP 2024-37 274.715.91727</b>
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Workload impact (details below)

☐ Revenue impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

This project is funded with federal Community Development Block Grant (CDBG) program funds from the approved CDBG Program Year 2024 Annual Action Plan.

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

N/A

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

N/A

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## **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.* This activity addresses the following community needs priority in the city's CDBG consolidated plan (5-year plan): to create new or improved public facilities and infrastructure in CDBG target areas (low- to moderate-income neighborhoods) by identifying, designing, and implementing unique project. This activity will help implement the suggested improvements to Clawson Park identified in the city's parks and recreation master plan. This activity also addresses the city's strategic plan regarding reliable infrastructure: maintain, replace, and enhance the city's infrastructure to promote efficient, environmentally responsible, and sustainable delivery of municipal services.

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## **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.* Public hearing held at the May 13, 2024 Royal Oak City Commission meeting.

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## **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

The city's parks and recreation advisory board reviewed and commented on a preliminary design at their September 7, 2023 meeting.

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## **LEGAL COMMENTS**

## **PROPOSED COMMISSION RESOLUTION:**

**Be it resolved**, the Royal Oak City Commission hereby awards the professional services contract for CDBG-funded improvements to Clawson Park to Hubbell, Roth, & Clark, Inc. of



Bloomfield Hills, Michigan, currently under contract with the city, based on their bid price and directs staff to issue a purchase order in the amount of \$75,500 and as modified by required change orders; and **Be it further resolved**, the Mayor is authorized to execute the contract documents.

ATTACHMENTS: Clawson Park bid response – HRC



July 24, 2024

City of Royal Oak  
203 S. Troy St  
Royal Oak, MI 48067

Attn: Mr. Joseph M. Murphy, Director of Planning

Re: Proposal For Professional Engineering Services  
CDBG Funded Improvements at Clawson Park

HRC Job No. 20240545

Dear Mr. Murphy:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to present this proposal to provide Professional Engineering Service to the City for the Community Development Block Grant (CDBG) funded improvements at Clawson Park.

#### **DESIGN ENGINEERING SERVICES**

Using the topographical survey completed by Fleis & Vandenbrink for the City of Royal Oak, HRC proposes to complete the following Design Engineering tasks, including assistance with bid tabulation and review, as outlined in the Request for Proposal dated June 28, 2024.

- ≡ Meet with City of Royal's Planning, Engineering and Recreation & Public Services staff to discuss the needs, expectations and desired outcomes for a completed project, including previous operational and maintenance challenges.
- ≡ HRC staff will conduct an on-site review and analysis of the 2.21-acre Clawson Park, including the coordination of soil boring with the City's Geotechnical Consultant.
- ≡ Upon completion of the review, HRC will submit 60% review drawings and coordinate a review meeting with City Staff, for the purpose of reviewing conceptual opinion of costs, recommended products/materials and other potential site options for consideration.
  - At this time and if deemed appropriate, HRC recommends meeting with the City's Parks and Recreation Advisory Board for the purpose of discussing the proposed improvements and obtaining other review comments.
- ≡ At the conclusion of the above review meetings, HRC will finalize the drawings, assemble the project specification manual, refine the opinion of costs and submit 95% construction documents for review by the City Staff, including the coordination of a final review meeting.
  - HRC will coordinate with the City's procurement department the Advertisement for Bid, Proposal Form, and other necessary public bidding documents as required by the City of Royal Oak policies.
- ≡ HRC will then finalize and submit the construction documents to be issued for bidding by the City of Royal Oak.
  - If necessary, HRC will attend the Pre-Bid Meeting and prepare (1) one addendum for contractor/vendor questions and answers.
  - HRC will tabulate received bids and provide a review letter to City Staff for Council approval.
  - If desired, HRC will attend the City Council Meeting for the approval of a construction contract.
- ≡ As part of the construction drawings, HRC will provide and submit the necessary Soil Erosion and Sediment Control plan and permit application.

## CONSTRUCTION ENGINEERING SERVICES

The RFP provides a detailed scope of services for the construction engineering services. As to not reiterate all items listed in the RFP, HRC is prepared to complete all listed tasks. HRC's inspector has experience with similar types of work including federally funded projects. We understand the importance of maintaining a consistent inspector that understands the City's standards and provides professional communication with the City, Contractor and residents.

## ASSUMPTIONS AND CLARIFICATIONS

- ≡ The scope of work includes the option for the replacement of playground surfacing and swing set.
- ≡ It is assumed that the park improvements outlined in the RFP will not require Site Plan Review by the City of Royal Oak's Planning Commission.
- ≡ All storm sewer permits will be coordinated by the City of Royal Oak.
- ≡ Assumes no other local, state, and federal permits are required, i.e. Michigan Department of Environment, Great Lakes and Energy (EGLE), Oakland County Water Resources Commissioner's Office, etc.
- ≡ Except for the RFP outlined CDBG Grant tasks, all remaining Grant Administration tasks will be completed by the City of Royal Oak.

## PREVIOUS PARK DESIGN EXPERIENCE

HRC key staff members have been involved in numerous park design and landscaping improvement projects as provided in the list below:

- ≡ Safety Paths – *Bloomfield Township*
- ≡ River Loop Trail and Boardwalk – *Independence Oaks, Clarkston*
- ≡ Accessible Trails, Docks, and Boardwalks – *Rose Oaks, Rose Township*
- ≡ Accessible Trails, Docks, and Boardwalks – *Highland Oaks, Rose Township*
- ≡ Connector Trail – *Red Oaks, Madison Heights*
- ≡ Buhl Lake Trail – *Addison Oaks, Leonard*
- ≡ Lakeshore Trail Accessible Improvements – *Independence Oaks, Clarkston*
- ≡ Thread Creek Trail Paving – *Groveland Oaks, Holly*
- ≡ Twin Chimneys Accessible Site and Building Improvements – *Independence Oaks, Clarkston*
- ≡ Universally Accessible Paradise Peninsula Playground – *Waterford Oaks, Waterford*
- ≡ Disc Golf Course Renovation – *Addison Oaks, Leonard*
- ≡ Park Road Repaving and Stormwater Improvement – *Independence Oaks, Clarkston*
- ≡ Interpretive and Interior Renovations – *Red Oaks, Madison Heights*
- ≡ Interpretive and Interior Renovations – *Independence Oaks, Clarkston*
- ≡ Outdoor Interpretive Tent and Site Area – *Red Oaks, Madison Heights*
- ≡ Sensory Garden Improvements and Pond Installation – *Independence Oaks, Clarkston*
- ≡ Indian Springs New 5-12 year Playground – *Indian Springs Metropark, Springfield Township*
- ≡ Revitalize Briley Township Park – *Briley Township Park, Atlanta, Michigan*
- ≡ Golf Course Irrigation & Pump Station Improvements – *Stony Creek, Indian Springs & Willow Metroparks*
- ≡ Seawall Replacement and New Patrol Dock Installation – *Stony Creek Metropark, Shelby Township*
- ≡ Huron Clinton Metroparks Community Recreation Plan – *Metroparks, Brighton Township*
- ≡ Border 2 Border Trail Title IX Plaza Development – *Washtenaw County Parks and Metroparks*

## IDENTIFICATION OF PROJECT TEAM

The HRC team proposed to work on this project is provided in Table 1.

**Table 1: HRC Team**

Role	Name	Experience (Years)
Principal-in-Charge	Nancy MD Faught, PE	35
Project Manager	Michael J. Donnellon, Jr., LLA, ASLA	31
Client Manager	Lia Michaels, PE, PTOE, RSP1	16
QAQC	Andrea Pike, PE	18
Lead Designer	Emily Richardson	2
CAD Technician	Hans Austermann	39
Transportation Planner	Sarah Plumer, PTP	11
Construction Supervisor	Kevin Surhigh, PE	28
Inspector	Thomas Valentine	28

## FEE FOR SERVICES

HRC proposes to complete the scope of work identified above for a fee as shown in Table 2.

**Table 2: HRC Fee**

Task	Fee
1. Design	\$33,900.00 lump sum
2. Construction Administration & Inspection	8% of awarded contract cost

We appreciate this opportunity to be of service to the City of Royal Oak and are looking forward to the opportunity to work together on this exciting project. Please feel free to contact Lia Michaels at 248.454.6812 if you have any questions or concerns.

Very truly yours,  
HUBBELL, ROTH & CLARK, INC.



Nancy MD Faught, PE  
Vice-President



Lia Michaels, PE, PTOE, RSP1  
Associate

LFM/lfm  
pc: HRC; File

Accepted By:

Signature: \_\_\_\_\_

Written Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Request for Authorization to Commence Judicial Foreclosure</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Community Development - Planning</b>
<b>PRESENTER</b>	<b>Joseph M. Murphy, Director of Planning</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

The city's federally funded housing rehabilitation program provides loans to income-eligible single-family homeowners to conduct home improvements. To secure repayment, property owners execute a promissory note associated with a mortgage and a lien is placed against the real property.

Unfortunately, some mortgagors fail to make payments or fulfill their obligations, such as residing at the house, maintaining homeowners' insurance, and not being delinquent on real property taxes, under the terms and conditions of their mortgage or liens. Staff and when appropriate, outside legal counsel (Bodman PLC) provide mortgagors with written communications reminding them of their obligations. We even go so far as to restructure loans to avoid penalties and foreclosure. However, the mortgagor must be responsive and actively participate in the process. Foreclosure is a rare instance and a last resort effort to capture the city's investment in the property.

The mortgagor of housing rehabilitation loan number 2143/02 has been in breach of contract for nearly two-decades. Has a history of failure to make monthly mortgage payments and associated late fees, lack of homeowners' insurance, and delinquent property taxes. Staff regularly reminded the mortgagor in writing of their failure to fulfill the terms and conditions of their mortgage. The mortgagor has been unresponsive.

The mortgagor has a long history of paying the annual, outstanding real property taxes just in time to avoid tax foreclosure. However, recently, the city became aware the mortgagor has failed to pay three consecutive years of real property taxes. The city filed a notice of intention to make a claim which identifies that we have an interest in the property. This may help recapture our investment through a tax foreclosure process.

Title searches help determine if additional parties have an interest in the property and how that affects the city's likelihood or ability to collect outstanding balances. Based on the results of a title search, the lien associated with the city's mortgage is the only recorded against the real property. The city's investment is not subordinate to others. This provides a greater likelihood of recapturing our investment.

In the interest of the city's investment in the property and the recovery of funds for future use in

the city's community development block grant program, staff requests authorization to file a civil complaint for judicial foreclosure based upon the breach of the loan documents. This process seeks to recover all amounts owed plus attorney fees and costs as authorized per the mortgage before the real property is foreclosed upon by the Oakland County Treasurer.

The city has no interest in owning and maintaining the property. The purpose of the foreclosure proceedings is to recover the amount the mortgagor owes the city. At the conclusion of the proceedings a sale would occur, at which time the property would be sold to the highest bidder. Amounts owed to the city, including any costs incurred, would be paid to the city, any remaining balance would go to the mortgagor.

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## Fiscal Impact

BUDGET SUMMARY	
EXPENDITURE REQUIRED	n/a
AMOUNT CURRENTLY BUDGETED	n/a
BUDGET AMENDMENT REQUIRED	n/a
FUNDING SOURCE/ GL NUMBER	n/a
WAS THIS A BUDGETED EXPENSE?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Revenue impact (details below)

☐ Workload impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

---

## ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

---

## COMMUNITY ENGAGEMENT

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

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### **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

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### **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**Be it resolved**, the Royal Oak City Commission hereby authorizes staff and outside legal counsel to file a civil complaint for judicial foreclosure and commence proceedings related to housing rehabilitation loan 2143/02.

### **ATTACHMENTS:**

title search – housing rehab loan 2143-02



**DEVON TITLE AGENCY**  
1680 Crooks Rd  
Troy MI 48084  
Phone: 248-273-4300  
Fax: 248-273-4301  
[www.devontitle.com](http://www.devontitle.com)

## TITLE SEARCH

FILE NO.: [REDACTED]

RECORD SEARCH FURNISHED TO: Bodman LLP, Attorneys and Counselors

BEGINNING DATE:

CERTIFICATION DATE (AS POSTED AT COUNTY): July 17, 2024

COVERING PROPERTY DESCRIBED AS:

Land situated in the City of Royal Oak, County of Oakland, State of Michigan described as follows:

[REDACTED] according to the plat thereof, as recorded in [REDACTED] Oakland County Records.

Last Grantee of Record: [REDACTED]

1. Warranty Deed between [REDACTED] as Grantor and [REDACTED], as Grantee, dated [REDACTED], 2001 and recorded [REDACTED] 2001, in [Libe](#) [REDACTED] Oakland County Records.
2. Mortgage in the amount of \$10,600.00, executed by [REDACTED] to the City of Royal Oak, dated February 20, 2003 and recorded April 3, 2003, in [REDACTED] Oakland County Records.
3. Lien on Real Property in the amount of \$9,470.14, in favor of the City of Royal Oak, dated April 22, 2005 and recorded May 10, 2005, in [REDACTED] Oakland County Records.
4. Certificate of Forfeiture of Real Property for nonpayment of real property taxes for the year 2020, as recorded April 7, 2022 [REDACTED] Oakland County Records.
5. Certificate of Forfeiture of Real Property for nonpayment of real property taxes for the year 2021, as recorded April 10, 2023 [REDACTED] Oakland County Records.
6. Certificate of Forfeiture of Real Property for nonpayment of real property taxes for the year 2022, as recorded April 4, 2024, in [REDACTED], Oakland County Records.
7. NOTE: The address(s) recited herein is/are for informational purposes only. The Company neither guarantees nor insures its accuracy.
8. NOTE: No liability is assumed by the company for ascertaining the status of utility charges and the insured is cautioned to obtain the current status of these payments.
9. NOTE: The following information is provided for informational purposes only, the accuracy of which is neither guaranteed nor insured, including but not limited to Principal Residence Exemption status. No liability is assumed by the Company for increase occasioned by retroactive revaluation or change in land usage or loss of any Principal Residence Exemption status for insured premises.



Tax Information as found:

Commonly known as [REDACTED], Royal Oak, MI 48067

Tax I.D. Number [REDACTED]

2024 SEV: \$142,110.00

2024 Taxable Value: \$97,570.00

2024 Summer Tax Amount: \$2,867.50 DUE

2023 Winter Tax Amount: \$812.15 DUE, PLUS PENALTY AND INTEREST

2023 Summer Tax Amount: \$2,786.54 DUE, PLUS PENALTY AND INTEREST

2022 Delinquent Tax Amount: \$3,388.29 DUE, PLUS PENALTY, INTEREST AND FORFEITURE FEES

2021 Delinquent Tax Amount: \$3,872.20 DUE, PLUS PENALTY, INTEREST AND FORFEITURE FEES

2020 Delinquent Tax Amount: \$702.59 DUE, PLUS PENALTY, INTEREST AND FORFEITURE FEES

Special Assessments: None included in the above amounts

Principal Residence Exemption: 100% for tax year 2024

School District: 63040

## TITLE SEARCH

**NOTE: THIS SEARCH IS ISSUED PURSUANT TO THE FOLLOWING CONDITIONS:**

### **PUBLIC RECORD**

THIS SEARCH FORMAT DISCLOSES INFORMATION FROM PUBLIC LAND RECORDS AVAILABLE IN THE COUNTY INDICATED ABOVE FOR WHOSE ACCURACY AND COMPLETENESS WE ASSUME NO RESPONSIBILITY. IT DOES NOT INCLUDE A SEARCH OF THE RECORDS OF THE CIRCUIT, PROBATE OR OTHER COURTS NOR ANY RECORDS OTHER THAN THE RECORDS IN THE OFFICE OF THE REGISTER OF DEEDS.

### **INDEPENDENT REVIEW**

THIS SEARCH IS NOT TO BE CONSTRUED AS AN OPINION OF TITLE OR AS A COMMITMENT FOR TITLE INSURANCE. COPIES OF THE RECORDED DOCUMENTS ARE ATTACHED WHICH ALLOWS THE APPLICANT NAMED HEREIN TO MAKE AN INDEPENDENT REVIEW OF THE TITLE.


### **CONFIDENTIAL**

THIS SEARCH IS RELEASED WITH THE UNDERSTANDING THAT IT IS STRICTLY CONFIDENTIAL AND ONLY TO BE USED BY THE PARTY REQUESTING IT.

### **LIABILITY**

THIS SEARCH IS FOR INFORMATIONAL PURPOSES ONLY AND LIABILITY HEREUNDER IS LIMITED TO THE AMOUNT PAID FOR SAID SEARCH. DEVON TITLE AGENCY ASSUMES NO ADDITIONAL LIABILITY IN ASSOCIATION WITH THE INFORMATION IN THIS REPORT.

### **DEVON TITLE AGENCY**

By: 

Benjamin L. Watson, Authorized Signatory

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Approval of Police Chief Employment Agreement</b>
<b>SUBMITTING DEPARTMENT</b>	<b>City Manager</b>
<b>PRESENTER</b>	<b>Mark Wollenweber</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

We are pleased to attach the agreement we reached with Police Chief Moore. This agreement will allow him to continue to lead the city's police department. This agreement includes some negotiated concessions such as holiday pay and longevity pay. We are happy to retain the Chief and the valuable services he provides in successfully leading the department during what have been challenging times for law enforcement.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>As per agreement</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	
<b>BUDGET AMENDMENT REQUIRED</b>	<b>TBD (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

- ☒ No fiscal impact  
☐ Workload impact (details below)

☐ Revenue impact (details below)  
☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

None

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

None

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

None

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### **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

This aligns with the city's goals of being a safe, healthy and just city, as well as the priority of being an employer of choice.

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### **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

N/A

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### **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

None

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### **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves the Police Chief employment agreement with employee Michael Moore, dated August 12, 2024.

### **ATTACHMENTS:**

**8-12-24 Police Chief Employment Agr v2- ATTACH 1.pdf**

## **POLICE CHIEF EMPLOYMENT AGREEMENT**

This Agreement made and entered into this \_\_\_ day of August 2024 between the City of Royal Oak (hereinafter referred to as "City") and Michael Moore (hereinafter referred to as "Employee");

**Whereas**, the parties recognize the Employee currently serves in the position of Chief of the City of Royal Oak Police Department; and

**Whereas**, the parties acknowledge that the Employee is eligible to retire and will receive his retirement allowance effective on January 16, 2025; and

**Whereas**, the Employee wishes to continue to be employed by the City as its Police Chief under the terms and conditions set forth in this agreement; and

**Whereas**, the City Manager has recommended, and the City Commission has determined it is in the best interest of the City to continue the Chief in this capacity; and

**Now, therefore**, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. **Scope of Agreement:** It is contemplated and expressly agreed that this agreement shall set forth the terms and conditions of employment and benefits for the Employee as the Police Chief. All benefits not referenced in this agreement are reserved to the benefit package presently being provided to the Employee in his capacity as Police Chief except that he shall not be eligible for holiday pay, longevity pay, and additional pension benefits.

2. **Salary and Commencement Date:** The City agrees to retain the Employee beginning on February 16, 2025, at an annual salary of One Hundred Forty-seven Thousand Five Hundred Fifty-five and 41/100 (\$147,555.41) dollars. All subsequent base

wage changes shall be consistent with the Administrative Rules for Executive Department Heads.

3. **Duties and Authority:** The City agrees to continue to employ Employee as its Police Chief to perform the functions and duties specified in the Charter of the City of Royal Oak, as amended, and all other legally permissible and proper duties and functions, subject to the general supervision of and pursuant to the order, advice and direction of the City Manager.

4. **Term:** The parties acknowledge that this agreement shall be for a period of six (6) years upon acceptance by the City Commission unless terminated in accordance with this agreement.

5. **Benefits in Addition to Salary:** In addition to the salary and benefits, as previously specified, the Employee shall be entitled to the following additional benefits:

A. The parties agree that the Employee shall be provided health care in accordance with this appointment as the Police Chief for the City of Royal Oak as is currently being provided and may otherwise change from time-to-time by the City in the Executive Department Heads group.

B. Time-off: Employee will begin with a prorated portion of PTO days and in each subsequent fiscal year with the City shall be allowed twenty-five (25) PTO days in lieu of sick and vacation time.

C. Employee will be eligible and receives 401 benefits under the City Executive Plan with immediate vesting.

6. **Indemnification:** To the fullest extent permitted by law, the City shall defend, hold harmless and indemnify Employee against any tort, professional liability

claim, demand, or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring during the performance of Employee's duties as Police Chief, or resulting from the exercise of judgment or discretion in connection with the performance of program duties or responsibilities, unless the act or omission involves willful or wanton conduct. Employee may request and the City shall not unreasonably refuse to provide independent legal representation at the City's expense in the event of a conflict between Employee's interests and those of the City. Legal representation, which is currently provided by the City through the Michigan Municipal Risk Management Authority (MMRMA), shall extend until a final decision of the legal action, including any appeals brought by any party. The City shall indemnify Employee against any and all losses, damages, judgments, interest, settlements, fines, court costs and other reasonable costs and expenses of legal proceedings, including attorney fees, and other liabilities incurred by, imposed upon, or suffered by Employee in connection with or resulting from any claim, action, suit, or proceeding, actual or threatened, arising out of or in connection with the performance of his duties. Any settlement of any claim must be made with the prior approval of the City for this indemnification to be available.

7. **Outside Activities:** Subject to the prior approval of the City Manager, Employee may accept other teaching, consulting, or business opportunities. The compensation provided for under this agreement shall not be offset by any income Employee may earn from any other source.

8. **Termination:** For purposes of this agreement, termination shall occur when either of the following take place:

A. The City notifies Employee in writing that his employment shall be terminated.

B. Employee submits a written letter of resignation to the City Manager. Employee shall provide a minimum of ninety (90) days advance written notice to the City. If Employee fails to provide this notice, he shall not be entitled to payment of any accrued vacation, sick leave, or personal business time upon separation.

9. **Return of City Equipment:** Upon termination of this agreement, Employee shall return all City property in his possession or under his control, including but not limited to any keys, computer or other office equipment, cell phone, credit card, and the originals and copies of all paper or electronic files, records, or other documents. This does not preclude Employee from retaining copies of any document he produced or that was produced under his direction.

10. **Entire Agreement:** This agreement shall constitute the entire agreement between the parties, and supersede all other agreements, whether oral, written, or implied, regarding the subject matter hereof.

11. **Amendment:** This agreement can be modified or amended only in a subsequent written document signed by both the City and Employee.

12. **Waiver of Breach:** A waiver of any breach of this agreement shall not constitute a waiver of any future breach.

13. **Dispute Resolution Exclusive Remedy:** The Employee agrees that any action or suit against the City arising out of his employment or termination, including, but not limited to claims arising under state or federal civil rights statutes, state or federal law, or under this agreement, must be brought within one hundred eighty (180) days of the



event giving rise to the claims or be forever barred. The Employee waives any limitation periods to the contrary. Further, the Employee agrees that any action or suit as described above shall be submitted to binding arbitration before the American Arbitration Association (“AAA”) under the rules for resolution of employment disputes as his exclusive remedy and waives the right to pursue any action or suit in a court of law or in any administrative proceeding.

**14. General Provisions:**

A. This agreement shall continue in effect until terminated in accordance with the above.

B. This agreement shall be binding upon and inure to the benefit of the heirs-at-law and executors of the estate of Employee, in the event of Employee's death during the term hereof, with respect to entitlement to salary or benefits due Employee at the time of his death.

C. If any provision, or any portion thereof, contained in this agreement are held unconstitutional or unenforceable, the remainder of this agreement shall not be affected and shall remain in full force and effect.

D. The terms and conditions of this agreement shall take effect on the effective date of appointment.

Witnesses:

**CITY OF ROYAL OAK**

\_\_\_\_\_

\_\_\_\_\_  
Michael Fournier, Mayor

\_\_\_\_\_

\_\_\_\_\_  
Melanie Halas, City Clerk

\_\_\_\_\_  
Michael Moore, Employee

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Renewal of Grant Park Lease Agreement</b>
<b>SUBMITTING DEPARTMENT</b>	<b>City Attorney</b>
<b>PRESENTER</b>	<b>Niccolas Grochowski</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

In 1980, the City entered into a Lease Agreement with Royal Oak Schools to lease, what was then known as the Grant School Site, to the City for use as a public park (Grant Park) for \$1.00 per year. That original agreement was for 25 years and was extended for another 5 years in 2005. The Lease Agreement was then again extended until 2020 and subsequently until 2024. The school district has indicated a desire to once again extend the lease agreement but are only interested in a 1-year extension. Thus, the attached Lease Agreement would only be in effect until June 30, 2025, and would be subject to annual renewal unless the school district agreed to a longer term in the future.

As you may be aware, there was a fairly recent and substantial investment in new playground equipment for this park. The existing lease agreement provided that the school retain ownership of any fixtures or equipment that the City installed at the park. Thus, I requested, and the school agreed to, a modification to the previous agreement that gives the City the right to remove playground equipment that the City owns should the school desire not to renew the lease in the future.

The Lease Agreement, otherwise remains largely unchanged from the original 1980 lease agreement. An appropriate resolution is provided should the City Commission desire to renew the lease.

---

### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>\$1.00 per year</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$0.00</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact  
☐ Workload impact (details below)

☐ Revenue impact (details below)  
☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

---

### **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

---

### **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

---

### **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

---

### **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED,** the Royal Oak City Commission hereby approves the Grant Park Lease Agreement for 2024-24 and authorizes the Mayor and City Clerk to execute the agreement.

### **ATTACHMENTS:**

**Grant Park Lease Agreement 2024-25**



**GRANT PARK LEASE AGREEMENT**  
**2024-25**

THIS GRANT PARK LEASE AGREEMENT ("Lease") is made and entered into as of July 1, 2024 ("Effective Date"), by and between the **ROYAL OAK SCHOOLS, (f/k/a SCHOOL DISTRICT OF THE CITY OF ROYAL OAK)**, a Michigan general powers school district, whose address is 800 DeVillen Avenue, Royal Oak, Michigan 48073 (hereinafter referred to as "Landlord") and the **CITY OF ROYAL OAK**, a Michigan municipal corporation, whose address is 203 S. Troy Street, Royal Oak, Michigan 48067 (hereinafter referred to as "Tenant"). Landlord and Tenant may each be referred to herein as a "Party" and collectively as the "Parties."

**RECITALS**

- A. The Landlord and Tenant entered into an Agreement of Lease on May 7, 1980 which became effective on May 1, 1980 and expired on April 30, 2005 ("Original Agreement of Lease").
- B. The Original Agreement of Lease was entered into for the purpose of leasing what was then commonly known as the Grant School Site to the City to be utilized for a public park and recreational site.
- C. The Original Agreement of Lease was later amended and extended by the Parties for an additional five (5) years, which became effective on January 24, 2005 and expired on April 30, 2010 (the "Original Agreement of Lease" and the subsequent amended Lease are collectively referred to herein as the "Original Lease").
- D. The Parties thereafter entered into a Lease Agreement on or about February 18, 2013 which was effective from the date the Original Lease expired and thereafter expired by its terms on June 30, 2020 (the "2013 Lease").
- E. The Parties thereafter entered into a Lease Agreement on or about July 1, 2020 which was effective from the date the 2013 Lease expired and thereafter expired by its terms on June 30, 2024 (the "2020 Lease").
- F. This Lease shall commence on the Effective Date of this Lease but shall be effective from the end of the 2020 Lease, being July 1, 2024, and shall expire on June 30, 2025, unless extended or earlier terminated pursuant to the terms and conditions hereof.
- F. It is the Parties' intent that on the Effective Date this Lease shall supersede and take precedence over the Original Lease and the 2013 Lease and 2020 Lease, as the Original Lease and 2013 Lease and 2020 Lease are hereby amended and restated in its entirety as if the same had been originally incorporated therein.

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

1. Leased Premises: Landlord hereby leases to Tenant and Tenant hires from Landlord the premises commonly known as Grant Park and more specifically described in the attached **Exhibit A** (the "Leased Premises").

2. Term: The term of this Lease shall commence on July 1, 2024 and terminate on June 30, 2025 (the "Lease Term"), unless extended pursuant to Paragraph 27 or terminated pursuant to Paragraph 28 hereof. Tenant hereby acknowledges that it has no expectation of a lease beyond June 30, 2025.

3. Rent: In consideration of the foregoing and the mutual covenants contained herein, Tenant shall annually pay to Landlord during the Lease Term the sum of One and 00/100 (\$1.00) Dollar ("Rent"). In addition to the Rent payments as herein specified, Tenant is responsible for the payment of utilities, maintenance and repairs to the Leased Premises, insurance, taxes and special assessments levied against the Leased Premises in accordance with the other terms and conditions of this Lease.

4. Use of Leased Premises: Tenant shall use and occupy the Leased Premises solely for public park and recreational purposes and for no other purpose(s) without the prior written consent of Landlord. Tenant shall not do or permit to be done any act or thing upon the Leased Premises that will increase the cost of casualty and liability insurance above the insurance costs normally associated with Tenant's principal activities as herein described. Tenant shall not use the Leased Premises or permit the Leased Premises to be used for the doing of any act or thing that constitutes a violation of any valid law, order or regulation of any governmental authority. Tenant shall not perform any acts or carry on any practices which may injure the Leased Premises or be a nuisance and shall keep the Leased Premises under its control clean and free from rubbish and dirt at all times, and it is further agreed that in the event the Tenant shall not comply with these provisions, and Landlord has given Tenant ten (10) days' prior notification of such situation, Landlord may enter upon the Leased Premises and have any said rubbish and dirt removed, in which event Tenant agrees to pay all reasonable charges that Landlord shall pay for hauling rubbish and dirt. Said charges shall be paid to Landlord by Tenant as soon as a bill is presented to Tenant and Landlord shall have the same remedy as is provided in this Lease in the event of Tenant's failure to pay.

5. Acceptance of the Leased Premises: Tenant acknowledges that it has examined the Leased Premises prior to the making of this Lease and knows the conditions thereof. Tenant further acknowledges that no representation as to the condition or state of repairs thereof has been made by Landlord or its agents which are not herein expressed. Tenant hereby accepts the Leased Premises in its present "AS IS" condition as of the Effective Date of the Original Lease.

6. Alterations and Improvements: Tenant shall not make any alterations, additions, or improvements to the Leased Premises without Landlord's prior written consent. Any and all alterations, additions, or improvements approved by the Landlord and made by the Tenant, at Tenant's sole cost and expense, upon the Leased Premises shall be the property of Landlord and shall remain upon and be surrendered with the Leased Premises at the termination of this Lease, provided, however, upon the termination or expiration of this Lease, Tenant shall immediately

notify Landlord in writing of whether or not it intends to remove any of its playground equipment from the Leased Premises. If Tenant intends to remove such playground equipment from the Leased Premises, as specified in the above notice requirement, it must do so at its sole cost and expense and complete such removal within sixty (60) days of the termination or expiration of the Lease Term. Landlord shall have the option, upon the expiration or sooner termination of this Lease, to require the Tenant to remove certain or all of the improvements from the Leased Premises. In that event, Tenant must do so at its sole cost and expense and complete such removal within sixty (60) days of the termination or expiration of the Lease Term. Upon removal of any improvements by Tenant, Tenant shall, at its sole cost and expense, restore the Leased Premises to its original condition at the beginning of this Lease. All such alterations, improvements, or physical changes shall be done at Tenant's sole expense and shall be performed in a good and workmanlike manner by a reputable contractor.

7. Maintenance and Repairs: Tenant shall be responsible for all maintenance of and repairs to the Leased Premises, including its playground equipment and any approved improvements. The Tenant must repair and maintain the Leased Premises at Tenant's sole cost and expense. The Leased Premises shall be kept in a good and safe condition. All charges and other costs of every kind and nature in connection with the maintenance, upkeep and preservation of the Leased Premises shall be borne and paid for by the Tenant. Additionally, Tenant shall be responsible for any and all damages to the Leased Premises caused by the negligence or willful acts of the Tenant and the Tenant's agents, representatives, employees, invitees and/or licensees. Also, Tenant shall furnish, at its own expense, all necessary services for the operation of the Leased Premises including lawn care, landscaping and snow removal.

8. Utilities: Tenant shall pay directly for the cost of any and all utilities, if any, including but not limited to, electricity, gas, water and sewer, and trash pickup, supplied to the Leased Premises during the Lease Term. Landlord shall not be responsible for any loss or interruption of utility services.

9. Insurance: Tenant, at its sole cost and expense during the Lease Term, shall maintain and keep in effect its municipal general liability insurance to cover the Leased Premises, including any approved improvements thereto, with full replacement coverage against loss or damage under a policy or policies of fire and extended coverage insurance, including "additional perils" in amounts acceptable to Landlord, and any damage or injuries to persons or property related to Tenant's use. The policy or policies of such insurance shall be endorsed to name the Landlord as an additional insured. Tenant shall deliver to Landlord a certificate of insurance of all policies procured by Tenant in compliance with its obligations hereunder, together with evidence of payment thereof, and including an endorsement which states that such insurance may not be cancelled except upon ten (10) days written notice to Landlord. Tenant may, at its option, bring its obligation to insure under this Paragraph within the coverage of any so-called blanket policy or policies of insurance which it may now or hereafter carry, by appropriate amendment, rider, endorsement or otherwise; provided, however, that the interest of Landlord shall thereby be as fully protected as they would otherwise if this option to Tenant to use blanket policies were not permitted.



10. Indemnification: Tenant shall indemnify, defend and hold harmless Landlord, its Board of Education, its Board members in their official and individual capacities, its administrators, employees, agents, contractors, successors and assigns from and against any and all claims, counter-claims, suits, debts, demands, actions, judgments, liens, liabilities, losses, costs, expenses and damages, including actual attorney's fees and actual expert witness fees, arising out of or in connection with Tenant's, its agents, representatives, employees, contractors, licensees and invitees use and occupancy of the Leased Premises, from the negligence of Tenant, its agents, representatives, employees, contractors, licensees and invitees and/or from Tenant's, its agents, representatives, employees, contractors, licensees and invitees violation of any of the terms of this Lease.

11. Insurance - Waiver of Subrogation: Landlord and Tenant hereby waive and release any right of subrogation which either of them might have against the opposite Party for any loss or damage sustained to their respective property interest, to the extent that such loss or damage is covered by an applicable insurance policy or policies. Such policy or policies shall contain appropriate clauses or endorsements under the terms of which the insurer waives all right of subrogation against the Landlord or the Tenant, as the case may be.

12. Assignment and Subletting: Tenant shall not assign, or in any manner encumber this Lease, nor any part, right, or interest thereof, nor shall Tenant let or sublet or permit any part of the Leased Premises to be used or occupied by others for any reason whatsoever, without Landlord's advance written consent, which consent is discretionary in Landlord solely. Any assignment, transfer, hypothecation, mortgage, or sub-letting without the prior written consent of Landlord shall give Landlord the right to terminate this Lease and re-enter and repossess the Leased Premises.

13. Environmental Warranty: Tenant represents, warrants and covenants to Landlord the following:

A. Tenant's use of the Leased Premises and its activities thereon shall comply with all "Environmental Laws," "Environmental Law(s)" means any federal, state or local law, statute, code, ordinance, regulation, rule, judgment, order, decree, injunction, permit or restriction or closure, post closure, or remediation plan approved by a government agency or entity, relating to the environment, waste, hazardous substances or hazardous materials and shall include without limitation, and as amended, the Asbestos Hazard Emergency Response Act, 15 USCS Sec. 2641 et seq., the Solid Waste Disposal Act, 42 U.S.C. Sec. 6901 et seq., the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. Sec. 9601 et seq., the Hazardous Materials Transportation Act, 49 U.S.C. Sec. 1801 et seq., the Federal Water Pollution Control Act, 33 U.S.C. Sec. 1251 et seq., the Clean Air Act, 42 U.S.C. Sec. 7401 et seq., the Toxic Substances Control Act, 15 U.S.C. Sec. 2601 et seq., the Safe Drinking Water Act, 42 U.S.C. Sec 300 et seq., the Rivers and Harbors Act, 33 U.S.C. Sec. 401 et seq., the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. Sec. 11001 et seq., the Oil Pollution Act of 1990, 33 U.S.C. Sec. 2701 et seq., and the Michigan Natural Resources and Environmental Protection Act (MCL § 324.101 et seq.). This definition is intended by the Parties to be amended as the applicable Environmental Laws are amended or enacted during the term of this Lease.

B. Tenant shall not disturb, generate, manufacture, refine, use, treat, store, handle, transport, remove, dispose, transfer, produce or process Hazardous Substances on the Leased Premises. For purposes of this Lease, "Hazardous Substances" shall mean any substance or material regulated under any Environmental Law.

C. Tenant shall immediately and promptly notify Landlord of any disturbance, release, discharge, spill or emission of Hazardous Substances on, to or from the Leased Premises, and any complaint, summons, citation, notice, directive, order, claim, litigation, judicial or administrative proceeding, inquiry or investigation judgment, letter or other communication from any governmental agency, department, bureau, office or other authority, or any third party involving violations of any Environmental Law with respect to the Leased Premises.

14. Environmental Indemnification

A. Tenant hereby agrees to indemnify, defend and hold harmless Landlord, its successors, assigns, officers and members of its Board of Education, its Board members, in their official and individual capacities, its administrators, employees, agents, contractors, successors and assigns, from and against any and all fines, charges, penalties, losses, costs, damages, liabilities, cleanup or response activity costs and/or expenses (including reasonable attorneys' fees and actual consultants' fees) incurred by Landlord as a result of any claims, demands, actions, causes of action, suits, proceedings, investigations, assessments and audits, whether of law or in equity (collectively "Claims") attributable to (i) any third party claim or demand in connection with any Hazardous Substances disturbed, generated, stored, leaked, spilled, discharged, emitted, or otherwise disbursed, in, on, under, above or about the Leased Premises by the Tenant, or violation of any Environmental Laws, from and after the date of this Lease by the Tenant; (ii) injuries sustained or other tort actions brought for Claims arising out of or related to any Hazardous Substances generated by the Tenant; (iii) the presence, disposal (including off-site disposal), escape, leakage, discharge, emission, release or threatened release of any Hazardous Substances in, on, under, above, from or about the Leased Premises caused by the Tenant; and (iv) compliance with, defense of, and response to any administrative notice, order, request or demand from any governmental entity or agency related to any Hazardous Substances on the Leased Premises or violation of any Environmental Laws by the Tenant.

B. Tenant's indemnification described above specifically includes, but is not limited to, the direct obligation of the Tenant to promptly perform any remedial or other activities required or ordered by any administrative agency or government official, or are otherwise necessary to avoid injury or liability to any person or property, to prevent the spread of any pollution and/or contamination, or to permit the continued safe use of the Leased Premises.

15. Default and Termination: If Tenant shall default in the payment of Rent when due and shall not cure such default within ten (10) days, or shall default in the performance of any other covenant of this Lease and shall not cure such default within fifteen (15) days after written notice from Landlord specifying the default complained of (or, if such other default is of a nature that it cannot be cured within a fifteen (15) day period, and thereafter proceed diligently with the cure

thereof) then in any such event Landlord may terminate this Lease at any time thereafter (before such default shall be cured) by giving written notice of the termination.

Upon termination of this Lease, Landlord may without further notice re-enter the Leased Premises and dispossess Tenant or any other occupant of the Leased Premises and remove its effects and hold the Leased Premises as if this Lease had not been made, saving and reserving to Landlord any other remedies which Landlord may have for the recovery of rent or damages due or to become due by virtue of this Lease or the breach thereof by Tenant. Should Landlord at any time permit payments of Rent to be made after the time it is due, as stipulated herein, such delays shall not be construed as any waiver by Landlord of its right to have the Rent for said Leased Premises paid monthly in advance. Any failure at any time by either of the Parties hereto to enforce any of the provisions of this Lease shall not be construed as a waiver of such provisions nor of such Party's right to enforce the same upon any subsequent occasion or default.

16. Surrender of Leased Premises: Upon the expiration of the Lease Term, Tenant shall quit and surrender the Leased Premises to Landlord in good order and condition, ordinary wear and damage excepted; and subject to Paragraph 6 hereof Tenant shall remove all of its property and shall repair any damage to the Leased Premises or any of Landlord's property, real or personal, caused by such removal.

17. Mechanics' Liens: Tenant shall pay all costs for construction done by it or caused to be done by it on the Leased Premises as permitted by this Lease. Tenant shall cause all approved construction to occur lien-free and in compliance with all other applicable laws and ordinances. If any such construction liens shall attach, Tenant shall bond it off or otherwise cause it to be discharged within fifteen (15) days from the date of its filing.

18. Compliance: Tenant shall, at its own expense, under penalty of forfeiture and damages, promptly comply with all laws, orders, regulations or ordinances of all Municipal, County, State, and Federal authorities affecting use of the Leased Premises with respect to the cleanliness, safety, occupation, and use of same.

19. Challenge: Landlord, although presently unaware of any such non-compliance, does not covenant that the Leased Premises are in compliance with applicable Municipal, County, State, and Federal laws, including, but not limited to, fire, safety, handicap, barrier free, zoning and use ordinances or laws and other governmental regulations relating to the use of the facility for the purpose intended through this Lease. Tenant shall obtain any and all licenses and/or permits required for its use of the Leased Premises and shall promptly comply with all governmental orders and directives related thereto, all at its sole cost and expense. Notwithstanding same, Landlord will cooperate with Tenant in sustaining its right to use the Leased Premises pursuant to this Lease in the event of an attempt by any governmental agency to prevent such use.

20. Holding Over: Any holding over by the Tenant after the expiration or termination of this Lease, without the consent of Landlord, shall be construed to be a tenancy from month to month and the Rent to be paid by Tenant shall be One Thousand and 00/100 (\$1,000.00) Dollars per month. Acceptance by Landlord of such payments after such expiration or termination shall not

constitute a renewal of this Lease. This provision shall not operate as a waiver of Landlord's right to re-entry or any other right of Landlord, and Tenant shall be a Tenant at sufferance only during the period of any such holding over without the consent of Landlord.

21. Taxes and Special Assessments: If the Leased Premises are placed on the tax assessment rolls based upon Tenant's usage, then any real estate taxes, personal property taxes and/or special assessments assessed or levied against the Leased Premises during the Lease Term shall be borne by Tenant as additional Rent.

22. No Waiver: The failure of either Party to enforce any covenant or condition of this Lease shall not be deemed a waiver thereof or of the right of either Party to enforce each and every covenant and condition of this Lease. No provision of this Lease shall be deemed to have been waived unless such waiver is in writing.

23. Notices: All notices regarding this Lease are to be in writing and delivered, or mailed by first class mail postage paid, by one Party to the other Party at the Party's respective address set forth in the preface of this Agreement. Notices which are mailed shall be deemed to have been given as of the second business day following the date of mailing.

24. Heirs and Assigns: The covenants, conditions and agreements contained in this Lease shall bind and inure to the benefit of Landlord and Tenant and their respective successors and assigns, subject to the limitation on assignment as herein contained.

25. Quiet Enjoyment: Landlord covenants and agrees with Tenant that upon Tenant paying the rent and observing and performing all the terms, covenants and conditions of Tenant's part to be performed and observed, Tenant may peaceably and quietly enjoy the Leased Premises for the full term hereof.

26. Condemnation: If any part of the Leased Premises is taken for any public or quasi-public purpose pursuant to any power of eminent domain, or by private sale in lieu of eminent domain, either the Landlord or the Tenant may terminate this Lease, effective the date the public authority takes possession. All damages for the condemnation of the Leased Premises, or damages awarded because of the taking, shall be payable to the sole property of the Landlord.

27. Extension: This Lease may be extended by mutual written consent of Landlord and Tenant for subsequent five (5) year terms. Said extension shall commence on July 1<sup>st</sup> of the year of the extension and end on June 30<sup>th</sup> five years later, unless extended or earlier terminated pursuant to the terms and conditions hereof. If Tenant wishes to extend this Lease, Tenant shall give Landlord a minimum of one hundred twenty (120) days advance written notice of Tenant's intention to extend.

28. Termination: This Lease may be terminated by Landlord at any time and for any reason upon ninety (90) days advanced written notice to Tenant.

29. Miscellaneous Provisions: The following miscellaneous provisions form a part of this Lease:

- A. Time is of the essence of each provision of this Lease.
- B. Rent and all other sums payable under this Lease must be paid in lawful money of the United States of America.
- C. The unenforceability, invalidity, or illegality of any provision shall not render the other provisions unenforceable, illegal, or invalid.
- D. This Lease shall be construed and interpreted in accordance with the laws of the State of Michigan.
- E. This Lease contains all of the agreements of the Parties and cannot be amended or modified except by a written agreement.
- F. The captions of this Lease shall have no effect on its interpretation.

IN WITNESS WHEREOF, the Parties have caused this Lease to be executed as of the day and year first above written.

**WITNESSES:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LANDLORD:**

ROYAL OAK SCHOOLS

By: \_\_\_\_\_

Its: \_\_\_\_\_

**WITNESSES:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TENANT:**

CITY OF ROYAL OAK

By: \_\_\_\_\_

Its: Mayor

By: \_\_\_\_\_

Its: Clerk

STATE OF MICHIGAN    )  
  ) ss  
COUNTY OF OAKLAND )

On this \_\_\_\_ day of \_\_\_\_\_, 2024, before me personally appeared \_\_\_\_\_, \_\_\_\_\_ of Royal Oak Schools, a Michigan general powers school district, to me known to be the same person who executed the within instrument on behalf of the Royal Oak Schools and who acknowledges the same to be the free act and deed of the Royal Oak Schools.

\_\_\_\_\_, Notary Public  
Oakland County, Michigan  
Acting in Oakland County, Michigan  
My Commission expires:

STATE OF MICHIGAN    )  
  ) ss  
COUNTY OF OAKLAND )

On this \_\_\_\_ day of \_\_\_\_\_, 2024, before me personally appeared \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_, \_\_\_\_\_ of the City of Royal Oak, a Michigan municipal corporation, to me known to be the same persons who executed the within instrument on behalf of the City of Royal Oak and who acknowledge the same to be their free act and deed of the City of Royal Oak.

\_\_\_\_\_, Notary Public  
Oakland County, Michigan  
Acting in Oakland County, Michigan  
My Commission expires:

## **EXHIBIT A**

### **Legal Description of the Leased Premises**

Land in the City of Royal Oak, Oakland County, Michigan described as:

Lot 1 through 9 inclusive, Lots 190 through 209 inclusive, also the North ½ of vacated Fifth Street adjacent to Lots 2 through 7, inclusive of FOURTH AVENUE SUBDIVISION, according to the plat thereof as recorded in Liber 17, Pages 1 and 1A of Plats, also Lots 80 to 85, inclusive and Lots 98 to 103, inclusive, and all of vacated alley adjacent to same, also the South ½ of vacated Fifth Street adjacent to said Lots 98 to 103, inclusive, of REPLAT OF ALEX KNOWLES SUBDIVISION, according to the plat thereof, recorded in Liber 25, Page 4, Oakland County Records.

# City of Royal Oak Investment Portfolio

Jun-24

ISSUER	TYPE	PURCH. DATE	MATURITY DATE	Rate	Yield	No of days	Investment	Annualized Interest	Principal + Interest	Investments
CIBC	CD	7/11/23	7/10/24	5.25%	5.25%	365	2,055,951.06	107,937.43	2,163,888.49	2,055,951.06
PNC Bank	CD	2/23/24	8/20/24	4.25%	4.25%	179	787,839.82	33,483.19	821,323.01	787,839.82
Citizens State Bank	CD	2/22/24	8/26/24	5.10%	5.17%	186	1,000,000.00	51,000.00	1,061,440.41	1,000,000.00
Flagstar Bank	CD	2/23/24	8/26/24	5.15%	5.15%	185	2,087,058.33	107,483.50	2,194,541.83	2,087,058.33
CIBC	CD	9/19/23	9/18/24	5.40%	5.40%	365	1,104,462.54	59,640.98	1,164,103.52	1,104,462.54
CIBC	CD	9/19/23	9/18/24	5.40%	5.40%	365	1,105,998.42	59,723.91	1,165,722.33	1,105,998.42
PNC Bank	CD	3/24/24	9/19/24	4.75%	4.75%	179	791,427.10	37,592.79	829,019.89	791,427.10
First Merchants Bank	CD	9/19/23	9/19/24	5.25%	5.35%	366	2,197,238.77	115,355.04	2,312,593.81	2,197,238.77
First Merchants Bank	CD	9/19/23	9/19/24	5.25%	5.35%	366	2,197,238.77	115,355.04	2,312,593.81	2,197,238.77
Citizens State Bank	CD	4/3/23	10/3/24	4.50%	4.55%	549	509,798.15	22,940.92	532,739.07	509,798.15
CIBC	CD	10/2/23	10/1/24	5.45%	5.45%	365	1,142,769.89	62,280.96	1,205,050.85	1,142,769.89
CIBC	CD	10/6/23	10/7/24	5.45%	5.45%	367	2,080,130.50	113,367.11	2,193,497.61	2,080,130.50
CIBC	CD	10/6/23	10/7/24	5.45%	5.45%	367	1,279,331.89	69,723.59	1,349,055.48	1,279,331.89
CIBC	CD	11/16/23	11/15/24	5.40%	5.40%	365	2,090,852.26	112,906.02	2,203,758.28	2,090,852.26
CIBC	CD	11/20/23	11/19/24	5.40%	5.40%	365	2,332,601.43	125,960.48	2,458,561.91	2,332,601.43
Citizens State Bank	CD	12/6/23	12/6/24	5.20%	5.27%	366	523,954.27	27,245.62	551,199.89	523,954.27
Huntington	CD	12/11/23	12/10/24	3.050%	3.050%	365	1,051.33	32.07	1,083.40	1,051.33
Flagstar Bank	CD	12/21/23	12/19/24	5.00%	5.00%	364	426,309.13	21,315.46	447,624.59	426,309.13
PNC Bank	CD	6/29/24	12/25/24	4.75%	4.75%	179	537,355.35	25,524.38	562,879.73	537,355.35
PNC Bank	CD	6/29/24	12/25/24	4.75%	4.75%	179	784,496.80	37,263.60	821,760.40	784,496.80
Citizens State Bank	CD	2/6/24	2/6/25	5.00%	5.06%	366	1,055,231.79	52,761.59	1,107,993.38	1,055,231.79
Flagstar Bank	CD	3/21/24	3/20/25	5.14%	5.14%	364	2,119,128.01	108,923.18	2,228,051.19	2,119,128.01
Citizens State Bank	CD	2/23/24	4/16/25	5.05%	5.11%	418	1,061,440.41	53,602.74	1,115,043.15	1,061,440.41
CIBC	CD	5/17/24	5/19/25	5.20%	5.27%	367	1,181,585.10	61,442.43	1,243,027.53	1,181,585.10
CIBC	CD	5/17/24	5/19/25	5.20%	5.27%	367	1,181,585.10	61,442.43	1,243,027.53	1,181,585.10
CIBC	CD	6/3/24	6/3/25	5.20%	5.27%	365	2,140,322.10	111,296.75	2,251,618.85	2,140,322.10
CIBC	CD	6/6/24	6/6/25	5.20%	5.27%	365	2,153,401.75	111,976.89	2,265,378.64	2,153,401.75
CIBC	CD	6/17/24	6/17/25	5.20%	5.27%	365	1,170,737.18	60,878.33	1,231,615.51	1,170,737.18
<b>Huntington Investments, brokered</b>							-	-	-	-
Dreyfus Cash Mgt	MM	6/1/24	month end	4.79%	4.79%	30	184.84	8.85	193.69	184.84
General Motors, 544k	CP	5/9/24	10/08/24	0.00%	5.576%	152	531,653.82	-	531,653.82	531,653.82
General Motors, 473k	CP	06/11/24	10/09/24	0.00%	5.55%	120	464,530.07	-	464,530.07	464,530.07
JPMChase NA	CD	1/29/21	1/29/26	0.50%	0.50%	1,826	1,000,000.00	5,000.00	1,005,000.00	1,000,000.00
Synchrony Bank	CD	8/27/21	9/3/24	0.55%	0.55%	1,103	1,000,000.00	5,500.00	1,005,500.00	1,000,000.00
USTreasury Bill, 1019m	USTB	3/19/24	7/16/24	0.00%	5.26%	119	1,001,821.36	-	1,001,821.36	1,001,821.36
USTreasury Bill, 1.9222m	USTN	6/24/24	12/19/24	0.00%	5.25%	178	1,875,003.32	-	1,875,003.32	1,875,003.32
USTreasury Note, 874k	USTN	4/15/24	2/15/25	0.00%	5.18%	306	848,087.27	-	848,087.27	848,087.27
USTreasury Nt, 569.5k	USTN	5/29/24	2/15/25	1.50%	5.192%	262	554,928.81	8,323.93	563,252.74	554,928.81
FedHomeLoanBank	USGB	8/19/21	11/19/24	0.50%	0.50%	1,188	2,000,000.00	10,000.00	2,010,000.00	2,000,000.00
FedHomeLoanBank	USGB	8/27/21	9/23/24	0.55%	0.55%	1,123	1,000,000.00	5,500.00	1,005,500.00	1,000,000.00
FedHomeLoanBank	USGB	5/15/24	5/15/26	5.45%	5.45%	730	1,010,000.00	55,045.00	1,065,045.00	1,010,000.00
Federal Farm Cr Bk	USGB	8/11/23	7/24/25	0.00%	5.23%	713	523,000.00	-	523,000.00	523,000.00
Federal Farm Cr Bk	USGB	5/1/24	5/1/26	5.375%	5.375%	730	1,017,000.00	54,663.75	1,071,663.75	1,017,000.00
<b>Robinson Capital, brokered</b>							-	-	-	-
Huntington Conservative C/CE		6/1/24	6/30/24	5.17%		30	-	-	-	-
Federated Treas Oblig Fd C/CE		6/1/24	6/30/24	5.17%	5.16%	30	449,678.66	23,248.39	472,927.05	449,678.66
Bloomfield Charter, 110 MuniB		9/14/22	5/1/25	1.94%	4.10%	960	104,143.60	2,022.47	106,166.07	104,143.60
Chippewa Valley Schls, 110 MuniB		12/19/22	5/1/27	1.18%	4.45%	1,594	87,154.00	1,029.29	88,183.29	87,154.00
Clarkston Com Schls, 100 MuniB		12/23/22	5/1/26	1.94%	4.47%	1,225	92,200.00	1,790.52	93,990.52	92,200.00
Clawson Schls, 100 MuniB		12/2/22	5/1/27	3.65%	4.92%	1,611	95,012.00	3,467.94	98,479.94	95,012.00
Dearborn MI Sch Dist, 10 MuniB		11/1/22	5/1/27	1.36%	4.92%	1,642	85,808.00	1,169.56	86,977.56	85,808.00
FedHome Loan Bank, 30 Agency		10/26/22	12/21/26	1.25%	4.33%	1,517	265,270.94	3,315.89	268,586.83	265,270.94
FedHome Loan Bank, 45 Agency		9/8/22	9/13/24	3.50%	3.59%	736	449,185.50	15,721.49	464,906.99	449,185.50
FedHome Loan Bank, 40 Agency		10/7/22	9/11/26	4.25%	4.33%	1,435	398,903.20	16,953.39	415,856.59	398,903.20
FedHome Loan Bank, 32 Agency		10/5/22	9/10/27	4.13%	4.05%	1,801	326,066.00	13,450.22	339,516.22	326,066.00
FedHome Loan Bank, 32 Agency		1/13/24	12/13/24	4.63%	4.31%	335	326,807.00	15,114.82	341,921.82	326,807.00
FedHome Loan Bank, 32 Agency		10/5/22	12/10/27	4.25%	3.71%	1,892	332,915.20	14,148.90	347,064.10	332,915.20
FedHome Loan Bank, 30 Agency		6/20/24	6/8/29	4.625%	4.56%	1,814	304,624.69	14,088.89	318,713.58	304,624.69
Fed Farm Credit, 400 Agency		9/26/22	9/15/27	3.38%	4.24%	1,815	384,678.92	12,982.91	397,661.83	384,678.92
Fed Farm Credit, 400 Agency		9/28/22	9/30/25	4.25%	4.29%	1,098	399,388.00	16,973.99	416,361.99	399,388.00



# City of Royal Oak Investment Portfolio

Jun-24

ISSUER	TYPE	PURCH. DATE	MATURITY DATE	Rate	Yield	No of days	Investment	Annualized Interest	Principal + Interest	Investments
Fed Farm Credit, 400	Agency	9/30/22	9/30/25	4.25%	4.29%	1,096	399,584.00	16,982.32	416,566.32	399,584.00
Fed Farm Credit, 400	Agency	10/12/22	10/19/26	4.25%	4.34%	1,468	398,760.00	16,947.30	415,707.30	398,760.00
Fed Farm Credit, 400	Agency	10/13/22	10/20/25	4.50%	4.50%	1,103	399,956.00	17,998.02	417,954.02	399,956.00
Fed Farm Credit, 400	Agency	10/20/22	7/27/26	4.50%	4.70%	1,376	397,312.00	17,879.04	415,191.04	397,312.00
Fed Farm Credit, 300	Agency	11/1/22	10/27/27	4.38%	4.35%	1,821	300,347.96	13,140.22	313,488.18	300,347.96
Fed Farm Credit, 300	Agency	11/22/22	11/18/24	4.50%	4.71%	727	298,812.00	13,446.54	312,258.54	298,812.00
Fed Farm Credit, 300	Agency	4/13/24	2/13/29	4.13%	4.24%	1,767	298,473.00	12,312.01	310,785.01	298,473.00
Fed Farm Credit, 325	Agency	2/21/23	8/21/24	4.88%	4.90%	547	324,870.00	15,837.41	340,707.41	324,870.00
Fed Farm Credit, 325	Agency	3/1/23	12/1/27	4.13%	4.21%	1,736	323,836.50	13,358.26	337,194.76	323,836.50
Fed Farm Credit, 300	Agency	3/28/23	3/28/25	4.00%	4.01%	731	299,949.00	11,997.96	311,946.96	299,949.00
Fed Farm Credit, 325	Agency	4/26/24	4/26/27	3.88%	3.99%	1,095	325,737.75	12,622.34	338,360.09	325,737.75
Fed Farm Credit, 225	Agency	4/15/24	12/15/28	4.25%	4.34%	1,705	227,517.75	9,669.50	237,187.25	227,517.75
Fed Farm Credit, 325	Agency	4/18/24	1/18/29	3.88%	4.03%	1,736	322,530.00	12,498.04	335,028.04	322,530.00
Fed Farm Credit, 300	Agency	4/28/24	9/28/27	4.63%	4.66%	1,248	298,842.00	13,821.44	312,663.44	298,842.00
Fed Farm Credit, 250	Agency	4/13/24	10/13/27	4.75%	4.77%	1,278	249,766.81	11,863.92	261,630.73	249,766.81
FedHome Loan Bank, 30	Agency	11/17/22	6/12/26	5.75%	4.22%	1,303	315,066.41	18,116.32	333,182.73	315,066.41
Fannie Mae, 300	Agency	10/26/22	4/22/25	0.63%	4.50%	909	272,952.00	1,705.95	274,657.95	272,952.00
Grand Rapids-Tx, 150	MuniB	9/16/22	1/1/25	0.94%	4.08%	838	139,845.00	1,315.94	141,160.94	139,845.00
L'Anse Cruese, 150	MuniB	10/19/22	5/1/25	0.88%	4.78%	925	136,203.00	1,193.14	137,396.14	136,203.00
Michigan State Bldg, 150	MuniB	10/26/22	10/15/26	1.12%	4.85%	1,450	130,011.00	1,450.92	131,461.92	130,011.00
Michigan St Hsg Dev, 15i	MuniB	3/30/23	4/1/27	5.36%	5.36%	1,463	150,000.00	8,035.50	158,035.50	150,000.00
USTnote, 325	USTN	4/30/24	1/31/29	4.00%	4.13%	1,737	321,140.63	12,845.63	333,986.26	321,140.63
Univ of Michigan, 100	MuniB	10/27/22	4/1/25	2.97%	4.65%	887	96,189.00	2,852.97	99,041.97	96,189.00
West Ottawa Schls, 100	UTGO	12/13/22	11/1/25	1.06%	4.53%	1,054	90,717.00	961.60	91,678.60	90,717.00

Investments Total 60,545,761.26

Current Interest	Checking and Savings Account
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Chase, JPMorgan	Chk	AP check'g	6/30/24	2.05%	3,000.82	2,791,705.57
Chase, JPMorgan	Chk	Auto	6/30/24	2.07%	201.19	134,736.21
Huntington	Chk	Pooled	6/30/24	*	-	1,963,029.38
Huntington	Chk	Pooled AP	6/30/24	*	-	1,133,101.39
Huntington	Chk	Auto	6/30/24	*	-	6,322.11
Huntington	Chk	Trust/tax	6/30/24	*	-	76,572.53
Huntington	Chk	Payroll	6/30/24	*	-	7,050.71
Huntington	Chk	Farm Mkt	6/30/24	*	-	3,215.56
Huntington	Chk	IceArena	6/30/24	*	-	13,986.55
MI Class	Inv/Savings-Tax		6/30/24	5.416%	-	-
MI Class	Inv/Savings-pooled		6/30/24	5.416%	154,223.85	33,059,942.29
MI Class Edge	Inv/Savings-pooled		6/30/24	5.335%	8,750.76	-
PNC Bank	MM	Ambulance	6/30/24	3.09%	4,105.90	1,809,982.31

Checking/Savings Total 40,999,644.61

## Total Investments & Bank Balance

60,545,761.26	2,657,111.43	63,043,030.58	101,545,405.87
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\* checking accounts generally earn zero interest or an under-market rate

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Michigan Liquor Control Commission – Public Hearing, Atnas Properties, LLC (d.b.a. Ye Olde Saloon)</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Police Department</b>
<b>PRESENTER</b>	<b>Chief Michael Moore</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

The Royal Oak Police Department has received a request from Atnas Properties, LLC (d.b.a Ye Olde Saloon) to change their current plan of operation. Specifically, they are requesting to add an outdoor service area, change their hours of operation and add additional storage to the building.

The police department does not anticipate this request to cause any additional strain on police resources and does not object to this request. Over the past twelve months, the police department responded to nine (9) calls for service, five (5) were alcohol related.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	
<b>AMOUNT CURRENTLY BUDGETED</b>	
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Revenue impact (details below)

☐ Workload impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

N/A

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

N/A

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

N/A

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**ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

N/A

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**COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

N/A

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**BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

N/A

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**LEGAL COMMENTS**

**PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED,** that the City Commission hereby approves the Plan of Operation, dated April 15, 2024, for Atnas Properties, LLC d/b/a Ye Olde Saloon, located at 1023 S. Main Street, Royal Oak, Michigan.

**ATTACHMENTS:**

City Attorney Cover Memorandum

Police Department Memorandum

Proposed Plan of Operation

Proposed Floor Plan

Current Plan of Operation

Current Floor Plan



To: Mark Wollenweber, Interim City Manager  
From: Karly Renaud, Lieutenant  
CC: Michael Moore, Police Chief  
Date: July 24, 2024  
Re: **Request to review a new plan of operation from Atnas Properties, LLC.**

---

The Royal Oak Police Department has received a request from Atnas Properties, LLC (d.b.a Ye Olde Saloon) to change their current plan of operation. Specifically, they are requesting to add an outdoor service area, change their hours of operation and add additional storage to the building.

Ye Olde Saloon is requesting to add an outdoor service area to the north side of their building. The proposed outdoor service area will be located on private property in the existing parking lot. The outdoor service area will be 10' by 57' and have seating for 38 patrons. This area will have glass sides and a glass roof, which is retractable, with a 42-inch wall around the outdoor seating area. The area is expected to be used nine to ten months out of the year and will be heated with hanging heat lamps. There will not be piped music played in the outdoor service area. The interior floor plan will remain unchanged.

Ye Olde Saloon's current hours of operation are Monday through Friday 11:00 a.m. to 2:00 a.m., Saturday 10:00 a.m. to 2:00 a.m. and Sunday noon to 2:00 a.m. The applicant is requesting to be open from 11:00 a.m. until 2:00 a.m., seven days a week.

Lastly, Ye Olde Saloon is requesting to add additional space to the northeast corner of their building. This space will be 452 square feet and be used for storage only and will not increase the interior seating. The exterior wall will be built to match the existing building.

Ye Olde Saloon will invest approximately one million dollars in the new construction, including bringing the restrooms up to code, repaving the parking lot and adding storm water retention areas.

The police department does not anticipate this request to cause any additional strain on police resources and does not object to this request. Over the past twelve months, this department responded to nine (9) calls for service, five (5) were alcohol related.

If approved, the applicant will have to comply with all planning, zoning and building requirements and restrictions.

Respectfully,

Karly Renaud, Lieutenant  
Royal Oak Police Department

**CITY OF ROYAL OAK**  
**CLASS C LIQUOR LICENSE LICENSED BUSINESS**  
**PLAN OF OPERATION**  
April 15, 2024

Business Name: ATNAS Properties, LLC  
Doing Business as: Ye Olde Saloon  
Address: 1023 S Main  
ROYAL OAK, MI 48067  
Phone 248-542-5900  
Fax 248-280-2286

**PREAMBLE:**

We have received copies of the Royal Oak City Ordinances #2001-6, an Ordinance to Establish a General Policy for Liquor Licenses and Permits, understand its provisions and will be governed by them. The following Plan of Operation is developed in keeping with the spirit and intent of this Ordinance.

**I. HOURS OF BUSINESS**

Our hours of operation are 7 days a week from 11:00 a.m. to 2:00 a.m. Last call will be 30 minutes before closing and no drinks will be served after last service 20 minutes before closing. Ye Olde Saloon may open earlier for special occasions, such as St Patrick's Day, Dream Cruise week and Arts, Beats and Eats with the prior approval of the Chief of Police.

**II. FORMAT**

Ye Olde Saloon has been owned and operated by ATNAS Properties, LLC, since 2008 and continues to operate primarily as a neighborhood bar serving food, including: soup, chili, burgers and sandwiches. Ye Olde Saloon has an additional bar which will be portable from which alcoholic beverages will be sold. The additional bar will be used on weekends, for special events, for parties and as needed for sporting and holiday events.

It is agreed that we will not change the format or type of business without written approval of the City Commission. The food sales/alcohol sales ratio is approximately 70% food, 30% alcohol.

The seating capacity will remain at 99 patrons, which includes 25 seats at the bar. Ye Olde Saloon will have an outdoor patio which will have seating for 38 dining patrons. The business will keep the existing pool table, shuffleboard, and video games.

### **III. CODE COMPLIANCE**

**OUTDOOR SERVICE AREA.** The Outdoor Service Area is on private property.

The Outdoor Service Area will operate in accordance with and consistent with all City policies, practices, and procedures regulating outdoor service, including, but not limited to:

The Outdoor Service Area will be permanently enclosed;

If required, the fence and/or other barricades or rail surrounding the Outdoor Service Area should be anchored in accordance with the Uniform Engineering Anchoring System as promulgated by the Engineering Department of the City of Royal Oak;

The manner in which the Outdoor Service Area is enclosed shall be subject to prior approval and inspection by the Police and Engineering Department;

The Outdoor Service Area will be clean and free of debris or trash. The Area shall be cleaned at the close of each business day; and,

If required, Ye Olde Saloon will pay fees in accordance with the City's Sidewalk Café License Agreement application.

There will be no piped or canned music in the Outdoor Service Area.

The premises complies with all applicable health, safety, building, sanitation, electrical, plumbing, and fire codes as well as zoning requirements.

Ye Olde Saloon has complied with and will continue to comply with all applicable health, building, and fire codes.

### **IV-SOUND**

Piped or canned music ("Sound") will be restricted to a level which will not adversely impact neighboring and adjoining property owners, and Ye Olde Saloon will strictly comply with the City and the provisions of the Sound Ordinance. Ye Olde Saloon pledges its full cooperation with the Police Department and/or adjacent and adjoining property owners in this regard.

### **V SECURITY**

Security for the customer, building, and community is the first priority for the corporation, and as such, we will undertake whatever measures are necessary to maintain and supervise the expected level.



## **VI PLAN OF OPERATION**

It is acknowledged that under Ordinance 2001-6, Section A-14, the business shall be operated in accordance with an approved plan of operation. Changing the operation of the business in any manner inconsistent with the approved plan of operation is a violation of the ordinance and the rules of the Liquor Control Commission. Any change to the plan of operation must be approved by the City Commission prior to it being placed into effect on the business premises.

## **VII PARKING**

A parking lot is provided on the premises and has two handicap parking spots plus eighty nine regular parking spots. The parking provided on site meets the zoning code requirements.

## **VIII ALCOHOL MANAGEMENT**

The establishment will strictly obey all rules and regulations promulgated by the City of Royal Oak and the State of Michigan Liquor Control Commission. There will be neither service to nor consumption of alcoholic beverages to minors at any time. The establishment will fully participate in a Server Training Program approved the Michigan Liquor Control Commission and will continue such participation in that program or a similarly recognized program approved by the Royal Oak Police Chief.

In addition, the following policies will be enforced at the establishment:

1. No alcoholic beverages will be allowed on the premises other than what is dispensed by the establishment.
2. All staff will pay attention and be alert to observable clues displayed by an intoxicated individual such as: (a) impaired reflexes, (b) impaired coordination, (c) reduced judgment and inhibitions, (d) impaired vision, etc.
3. All staff will be alert to potential problems at their respective areas at the facility.
4. Be polite and courteous to the intoxicated individual(s). Be knowledgeable as to when to request assistance from additional facility staff.
5. Prior to entry to the premises, patrons who appear to be under 40 years of age or younger will be asked to show proper identification. Patrons will also be asked to show proper identification to the bartender and wait staff prior to the serving of alcoholic beverages. Signs will be posed at serving locations. Patrons must produce proper identification.
  - 5.1 Patrons under 21 years of age will not be allowed on the premises without the approval of management.
  - 5.2 Check "State Seal" and other markings. Check for damage or alterations to identification card.



- 5.3 Do not return falsified identification cards. Call management immediately.
6. If a patron shows signs of intoxication's then refuse service, politely explain policy, suggest non-alcohol purchase, and/or call for management if necessary.
  7. If a patron is purchasing on behalf of someone else who appears less than 40 years old, then request to see identification of recipient or contact supervisory personnel whom will seek patron(s) out. Refuse service to minors. Inform all parties involved that policy allows for ejection off premises if illegal activity has occurred.
  8. Alcohol dispensing may be restricted to one of the following parties, or any combination thereof:
    - **No sales to intoxicated persons**
    - No sales without proper identification
    - Limited alcoholic choices if necessary
    - When in doubt, do not serve – call supervisor
  9. Observe all patrons leaving the property. No alcoholic beverages are allowed to leave facility or property.
  10. Approach any patron appearing to be impaired and leaving the event. Determine if they are driving. If so, attempt to persuade them not to drive and request a non-impaired companion to drive. If unable, refer patron(s) to bus or taxi service.
  11. Supervisory and management personnel will complete documentation of any alcoholic related incidents at end of event. Information will be disseminated accordingly.
  12. We shall provide free and/or reduced prices non-alcoholic beverages to all designated drivers.

#### **IX EMERGENCY CONTACT**

Santa Zawaideh      248-884-2270  
Owner  
Christina Alamat 734-536-7783  
Manager

#### **X GENERAL**

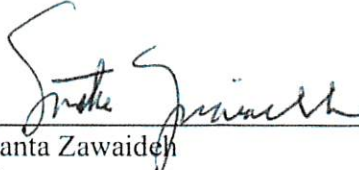
Every effort will be made to maintain positive relationships with adjacent and nearby businesses as well as cooperation with all City departments. Every effort will be made to solve any problems, which may arise.

## XI REFUSE DISPOSAL

The establishment will dispose in enclosed dumpster/s, with locked lids. Pickup will be a minimum of one time per week. Dumpster enclosure will be cleaned as necessary.

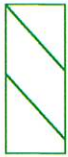
Dated: 7/19/24

Ye Olde Saloon

By:   
Santa Zawaideh  
Its: Owner

# Proposed floor plan

MAIN STREET



- RETRACTABLE  
ROOF PROPOSED  
ODS AREA



- ADDITIONAL  
SPACE

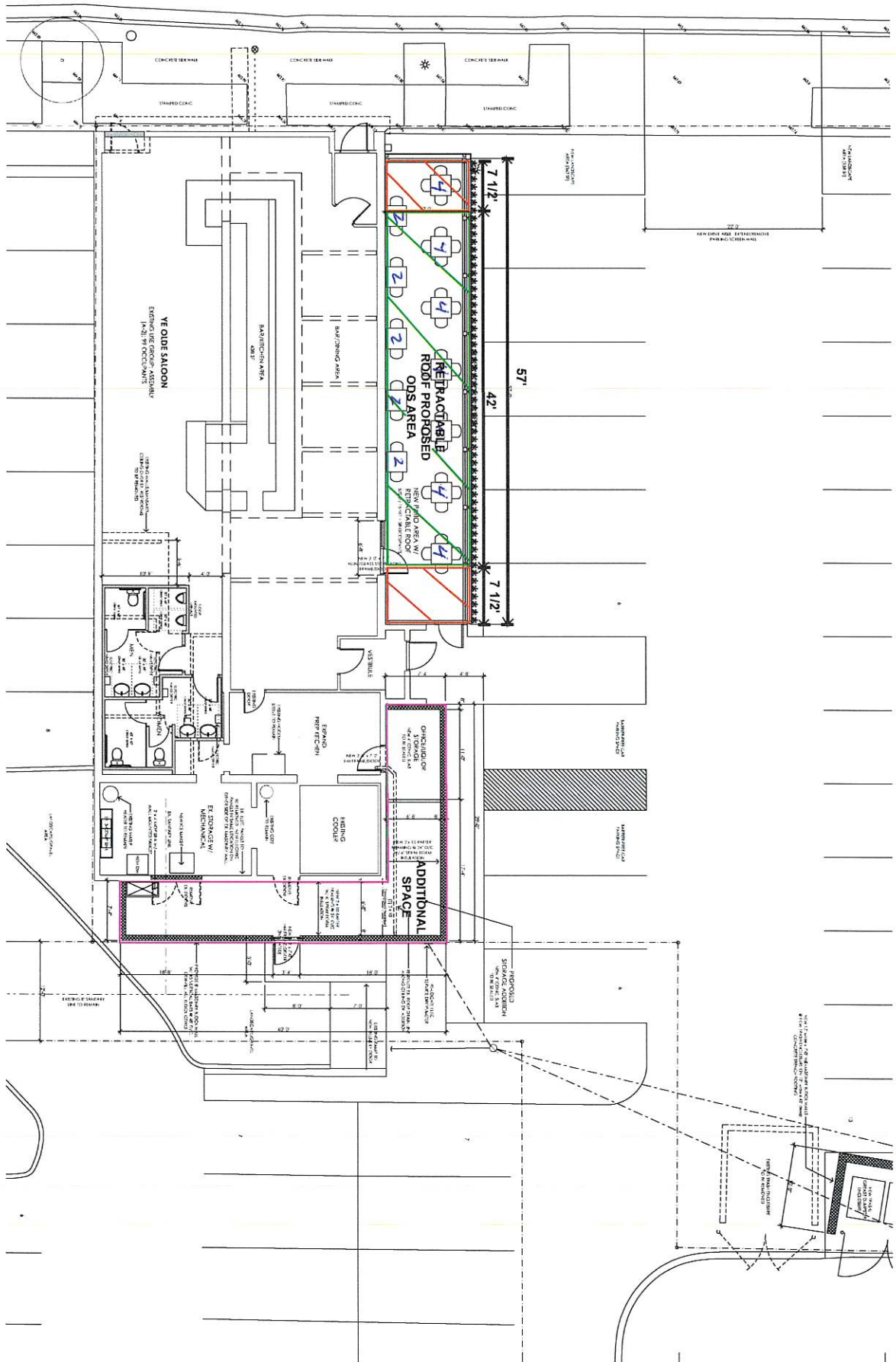
\* - LANDSCAPING



- ENCLOSED SPACE  
WITH ROOF & SIDES



FLOOR PLAN  
SCALE: 3/8" = 1'-0"



A101

PROJECT  
**YE OLDE SALOON:  
ADDITION + NEW PATIO**  
1023 SOUTH MAIN STREET  
ROYAL OAK, MICHIGAN

ISSUE FOR  
SUBMITTAL FOR MECC APPROVAL

Page 200 of 529

ISSUE DATE  
02.19.24

**HF:architecture®**  
HARMONY | FORM  
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ROYAL OAK | MICHIGAN 48067  
248 | 388 | 8563 www.hfarchitecture.com

**CITY OF ROYAL OAK  
CLASS C LIQUOR LICENSE LICENSED BUSINESS  
PLAN OF OPERATION  
May 30, 2013**

Business Name: ATNAS Properties, LLC  
Doing Business as: Ye Olde Saloon  
Address: 1023 S Main  
ROYAL OAK, MI 48067  
Phone 248-542-5900  
Fax 248-280-2286

**PREAMBLE:**

We have received copies of the Royal Oak City Ordinances #2001-6, an Ordinance to Establish a General Policy for Liquor Licenses and Permits, understand its provisions and will be governed by them. The following Plan of Operation is developed in keeping with the spirit and intent of this Ordinance.

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It is agreed that we will not change the format or type of business without written approval of the City Commission. The food sales/alcohol sales ratio is approximately 70% food, 30% alcohol.

The seating capacity will remain at 99 patrons. The business will keep the existing pool table, shuffleboard and video games.

### **III. CODE COMPLIANCE**

The premises complies with all applicable health, safety, building, sanitation, electrical, plumbing, and fire codes as well as zoning requirements.

Ye Olde Saloon has complied with and will continue to comply with all applicable health, building, and fire codes.

### **IV. SECURITY**

Security for the customer, building, and community is the first priority for the corporation, and as such, we will undertake whatever measures are necessary to maintain and supervise the expected level.

### **V. PLAN OF OPERATION**

It is acknowledged that under Ordinance 2001-6, Section A-14, the business shall be operated in accordance with an approved plan of operation. Changing the operation of the business in any manner inconsistent with the approved plan of operation is a violation of the ordinance and the rules of the Liquor Control Commission. Any change to the plan of operation must be approved by the City Commission prior to it being placed into effect on the business premises.

### **VI. PARKING**

A parking lot is provided on the premises and has two handicap parking spots plus forty-eight regular parking spots. The parking provided on site meets the zoning code requirements.

### **VII. ALCOHOL MANAGEMENT**

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4. Be polite and courteous to the intoxicated individual(s). Be knowledgeable as to when to request assistance from additional facility staff.
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12. We shall provide free and/or reduced prices non-alcoholic beverages to all designated drivers.

### **VIII. EMERGENCY CONTACT**

Santa Zawaideh      248-884-2270  
Owner  
James McKeague      248-875-6036  
Manager

### **IX. GENERAL**

Every effort will be made to maintain positive relationships with adjacent and nearby businesses as well as cooperation with all City departments. Every effort will be made to solve any problems, which may arise.

### **X. REFUSE DISPOSAL**

The establishment will dispose in enclosed dumpster/s, with locked lids. Pickup will be a minimum of one time per week. Dumpster enclosure will be cleaned as necessary

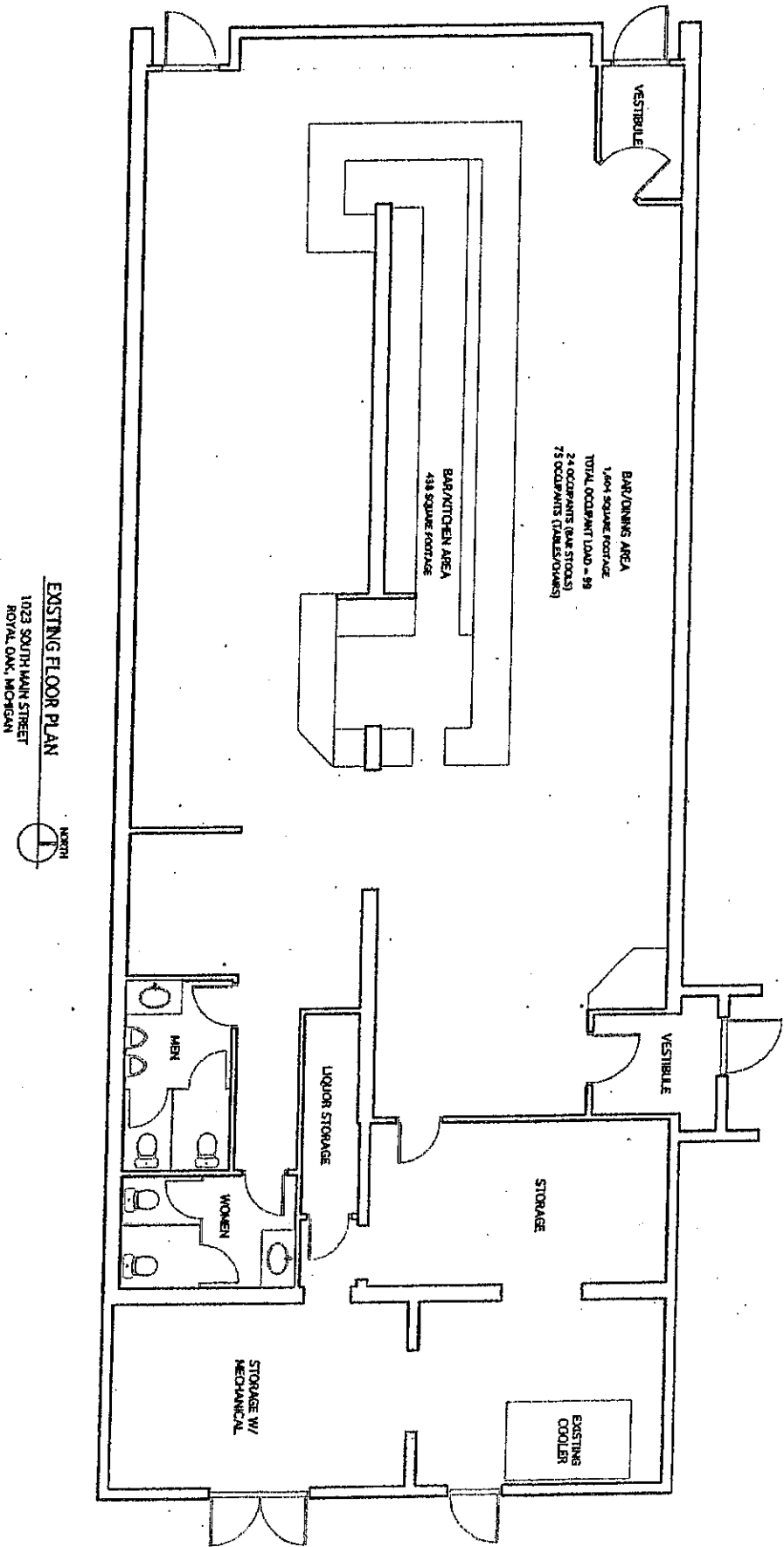
Dated: \_\_\_\_\_

Ye Olde Saloon

By: \_\_\_\_\_

Santa Zawaideh

Its:      Owner





**YE OLDE SALOON**  
1023 S. MAIN

TOTAL CALLS FOR SERVICE – 4/1/2023 – 6/18/2024 = 154

<u>DATE</u>	<u>REPORT/D-CARD</u>	<u>COMPLAINT</u>	<u>SYNOPSIS</u>
4/7/23	23-12141D	Business Walk	Checks ok.
4/8/23	23-12272D	Business Walk	Checks ok.
4/10/23	23-12467D	Business Walk	Checks ok.
4/16/23	23-13225D	Business Walk	Checks ok.
4/22/23	23-14051D	Business Walk	Checks ok.
4/23/23	23-14177D	Business Walk	Checks ok.
4/28/23	23-14826D	Open Alarm	Checks ok.
4/28/23	23-14912D	Business Walk	Checks ok.
4/29/23	23-15065D	Business Walk	Checks ok.
5/3/23	23-15580D	Business Walk	Checks ok.
5/6/23	23-15892D	Business Walk	Checks ok.
5/6/23	23-15999D	Business Walk	Checks ok.
5/10/23	23-16581D	Extra Check	Checks ok.
5/11/23	23-16733D	Business Walk	Checks ok.
5/12/23	23-16904D	Business Walk	Checks ok.
5/13/23	23-17082D	Business Walk	Checks ok.
5/20/23	23-18051D	Business Walk	Checks ok.
5/27/23	23-19008D	Business Walk	Checks ok.
5/28/23	23-19180D	Business Walk	Checks ok.
5/31/23	23-19617D	Business Walk	Checks ok.
6/1/23	23-19752D	Business Walk	Checks ok.
6/2/23	23-19911D	Business Walk	Checks ok.
6/3/23	23-19920D	Extra Check	No report.

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6/4/23	23-20077D	Extra Check	No report.
6/5/23	23-20263D	Assist Fire Department	Male fell and bleeding. Turned over to Birmingham Fire Department for transport.
6/10/23	23-21006D	Business Walk	Checks ok.
6/10/23	23-21007D	Business Walk	Checks ok.
6/14/23	23-21324D	Business Walk	Checks ok.
6/17/23	23-21731D	Business Walk	Checks ok.
6/24/23	23-22695D	Business Walk	Checks ok.
7/1/23	23-23444D	Extra Check	Checks ok.
7/8/23	23-24265D	Extra Check	Checks ok.
7/14/23	23-25057D	Business Walk	Checks ok.
7/15/23	23-25163D	Extra Check	Checks ok.
7/18/23	23-25484D	Business Walk	Checks ok.
7/26/23	23-26601D	Business Walk	Checks ok.
7/29/23	23-27125D	Business Walk	Checks ok.
8/3/23	23-27747D	Extra Check	Checks ok.
8/5/23	23-28041D	Business Walk	No report.
8/12/23	23-28847D	Business Walk	No report.
8/14/23	23-29015D	Robbery Alarm	Accidentally set off.
8/19/23	23-29696D	Business Walk	Checks ok.
8/26/23	23-30810D	Business Walk	Checks ok.
8/30/23	23-31252D	Business Walk	Checks ok.
9/11/23	23-32675D	Business Walk	Checks ok.
9/16/23	23-33271D	Business Walk	Checks ok.
9/21/23	23-33772D	Business Walk	Checks ok.
9/22/23	23-33910D	Business Walk	Checks ok.

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9/30/23	23-34878D	Business Walk	Checks ok.
10/4/23	23-35318D	Business Walk	Checks ok.
10/5/23	23-35426D	Business Walk	Checks ok.
10/7/23	23-35571D	Extra Check	Checks ok.
10/7/23	23-35700D	Business Walk	No report.
10/13/23	23-36365D	Business Walk	Checks ok.
10/19/23	23-36972D	Business Walk	Checks ok.
10/20/23	23-37082D	Business Walk	Checks ok.
10/23/23	23-37338R	Peeping Tom	Complainant stated she was using the bathroom when a male suspect looked under into her stall and started talking to her. He was placed under arrest, which he resisted.
10/23/23	23-37339D	Opened In Error	Duplicate.
10/23/23	23-37357D	Follow Up	Officers attempted to get video footage.
10/23/23	23-37405D	Follow Up	Flash drive dropped off.
10/24/23	23-37468D	Follow Up	Flash drive picked up.
11/4/23	23-38854D	Business Walk	Checks ok.
11/9/23	23-39407D	Business Walk	Checks ok.
11/12/23	23-39677D	Business Walk	Checks ok.
11/18/23	23-40524D	Business Walk	Checks ok.
11/25/23	23-41220D	Business Walk	Checks ok.
11/30/23	23-41861D	Business Walk	Checks ok.
12/1/23	23-41958D	Community Policing	Checks ok.
12/3/23	23-42153D	Business Walk	Checks ok.
12/9/23	23-42965D	Business Walk	Checks ok.
12/13/23	23-43418D	Business Walk	Checks ok.

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12/16/23	23-43802D	Business Walk	Checks ok.
12/20/23	23-44240D	Business Walk	Checks ok.
12/22/23	23-44469D	Business Walk	Checks ok.
12/28/23	23-44938D	Business Walk	Checks ok.
12/29/23	23-45030D	Business Walk	Checks ok.
12/31/23	23-45187D	Community Policing	Checks ok.
12/31/23	23-45256D	Community Policing	Checks ok.
1/1/24	24-5D	Business Walk	Checks ok.
1/7/24	24-724D	Business Walk	Checks ok.
1/13/24	24-1605D	Community Policing	Checks ok.
1/19/24	24-2160D	Suspicious Vehicles	Checks ok.
1/19/24	24-2266D	Business Walk	Checks ok.
1/21/24	24-2416D	Business Walk	Checks ok.
1/22/24	24-2598D	Business Walk	Checks ok.
1/24/24	24-3104D	Business Walk	Checks ok.
2/2/24	24-3948D	Business Walk	Checks ok.
2/2/24	24-3974D	Business Walk	Checks ok.
2/4/24	24-4205D	Business Walk	Checks ok.
2/5/24	24-4306D	Business Walk	Checks ok.
2/6/24	24-4347D	Open Alarm	Verified false alarm.
2/8/24	24-4667D	Business Walk	Checks ok.
2/10/24	24-4922D	Business Walk	Checks ok.
2/11/24	24-5048D	Business Walk	Checks ok.
2/16/24	24-4667D	Business Walk	Checks ok.
2/16/24	24-5678D	Business Walk	Checks ok.
2/17/24	24-5679D	Disorderly Conduct	Officers confiscated an intoxicated

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female's keys to be held at the station in fear she would drive. Officers secured her vehicle and waited with her for her Uber to arrive.

2/17/24	24-5823D	Business Walk	Checks ok.
2/17/24	24-5832D	Business Walk	Checks ok.
2/19/24	24-6045D	Business Walk	Checks ok.
2/22/24	24-6393D	Business Walk	Checks ok.
2/24/24	24-6630D	Business Walk	Checks ok.
2/25/24	24-6750D	Business Walk	No report.
2/28/24	24-7094D	Business Walk	Checks ok.
3/1/24	24-7333D	Business Walk	Checks ok.
3/2/24	24-7498D	Business Walk	Checks ok.
3/2/24	24-7499D	Business Walk	Checks ok.
3/8/24	24-8124D	Business Walk	Checks ok.
3/9/24	24-8291D	Business Walk	Checks ok.
3/11/24	24-8513D	Business Walk	Checks ok.
3/15/24	24-8993D	Business Walk	Checks ok.
3/15/24	24-9000D	Business Walk	Checks ok.
3/16/24	24-9013D	Business Walk	Checks ok.
3/16/24	24-9141D	Business Walk	Checks ok.
3/17/24	24-9230D	Business Walk	Checks ok.
3/17/24	24-9245D	Business Walk	Checks ok.
3/20/24	24-9604D	Business Walk	Checks ok.
3/22/24	24-9803D	Business Walk	Checks ok.
3/22/24	24-9825D	Business Walk	Checks ok.
3/23/24	24-9946D	Business Walk	Checks ok.

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3/25/24	24-10173D	Business Walk	Checks ok.
3/28/24	24-10499D	Business Walk	Checks ok.
3/29/24	24-10584D	Disorderly Conduct	Intoxicated male laying on the ground in the parking lot. Was able to get a ride from friends.
3/29/24	24-10629D	Business Walk	Checks ok.
3/30/24	24-10639D	Business Walk	Checks ok.
3/30/24	24-10722D	Business Walk	Checks ok.
4/2/24	24-10999D	Business Walk	Checks ok.
4/5/24	24-11375D	Business Walk	Checks ok.
4/7/24	24-11660D	Business Walk	Checks ok.
4/11/24	24-12179D	Business Walk	Checks ok.
4/16/24	24-12827R	Disorderly Conduct	Officers dispatched for a male subject who fell asleep at the bar and refused to leave. Officers observed that he was highly intoxicated and confused. While waiting for a ride, officers observed him urinate in the parking lot. He was placed under arrest.
4/16/24	24-12874D	Non-Chargeable Alarm	False alarm.
4/16/24	24-12959D	Business Walk	Checks ok.
4/16/24	24-12994D	Unwanted Person	Intoxicated male refusing to leave. Sent on way.
4/19/24	24-13367	Business Walk	Checks ok.
4/20/24	24-13534	Business Walk	Checks ok.
4/26/24	24-14381	Business Walk	Checks ok.
4/26/24	24-14426	Business Walk	Checks okay.
5/4/24	24-15501	Business Walk	Checks ok.
5/10/24	24-16447	Business Walk	Checks ok.

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5/13/24	24-16720	Business Walk	Checks ok.
5/13/24	24-16795	Liquor Inspection/Furnish Alcohol to a minor (decoy)	Police Department was participating in the MLCC Liquor Inspection checks. The bartender looked at both decoys ID's and sold alcohol to the underage decoys. The bartender was issued a citation.
5/23/24	24-18268	Business Walk	Checks ok.
5/24/24	24-18424	Business Walk	Checks ok.
5/25/24	24-18437	Business Walk	Checks okay.
5/25/24	24-18578	Business Walk	Checks okay.
5/30/24	24-19208	Welfare Check	Assist a female who needed assistance getting home. Spoke with female who wasn't cooperative and did not want help.
5/31/24	24-19397	Business Walk	Checks ok.
6/01/24	24-19531	Business Walk	Checks ok.
6/01/24	24-19481	Follow up	Check for video footage.
6/07/24	24-20451	Business Walk	Checked ok.
6/08/24	24-20585	Business Walk	Checked ok.
6/12/24	24-21130	Business Walk	Checks ok.
6/15/24	24-21485	Business Walk	Checks ok.

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Michigan Liquor Control Commission – Public Hearing, Premier Hospitality Royal Oak, LLC (d.b.a. Hyatt House)</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Police Department</b>
<b>PRESENTER</b>	<b>Chief Michael Moore</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**EXECUTIVE SUMMARY** (include history of previous Commission action/discussion, background, scope of work, etc.):

The Royal Oak Police Department has received a request from Premier Hospitality Royal Oak, LLC to review a new plan of operation for a Resort B-Hotel liquor license to be located at 30955 Woodward Avenue, Royal Oak. The applicants are also requesting a Sunday Sales (a.m./p.m.) Permit, SDM Permit, Entertainment Permit, Dance Permit and Outdoor Service Area Permits. The applicants will be doing business as Hyatt House.

If approved, Hyatt House will operate as a full-service hotel with 128 guest rooms including food and alcohol service, and a banquet area. The building will have five stories with a bar, dining area, registration and banquet area on the first floor, and hotel rooms on floors 2-5.

The Royal Oak Police Department is not opposed to this request. The applicants have vast experience operating hotels that serve alcohol, including the Hyatt Place in Royal Oak. Additionally, alcohol service will be limited to the first floor of the building and hotel guests will not be offered room service.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	
<b>AMOUNT CURRENTLY BUDGETED</b>	
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Workload impact (details below)

☐ Revenue impact (details below)

☐ Operations Impact (details below)



**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

N/A

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

N/A

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

N/A

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### **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

N/A

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### **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

N/A

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### **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

N/A

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### **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**Be it resolved,** that the City Commission hereby approves the Plan of Operation, dated July 5, 2024, for Premier Hospitality Royal Oak, LLC d/b/a Hyatt House, located at 30955 Woodward Avenue, Royal Oak, Michigan.

**Be it further resolved,** that the City Commission hereby approves the proposed Dance Permit Agreement with Premier Hospitality Royal Oak, LLC and authorizes the Mayor and City Clerk to execute same on behalf of the city.

**Be it further resolved,** that the City Commission hereby approves the proposed Entertainment Permit Agreement with Premier Hospitality Royal Oak, LLC and authorizes the Mayor and City Clerk to execute same on behalf of the city.

**ATTACHMENTS:**

City Attorney Cover Memorandum

Police Department Memorandum

Proposed Plan of Operation

Proposed Floor Plan

Hyatt House Entertainment Permit Agreement

Hyatt House Dance Permit Agreement



To: Mark Wollenweber, Interim City Manager  
From: Karly Renaud, Lieutenant  
CC: Michael Moore, Chief of Police  
Date: July 25, 2024  
Re: **Request to review a new proposed plan of operation from Premier Hospitality Royal Oak, LLC located at 30955 Woodward Avenue, Royal Oak, Michigan.**

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The Royal Oak Police Department has received a request from Premier Hospitality Royal Oak, LLC to review a new plan of operation for a Resort B-Hotel liquor license to be located at 30955 Woodward Avenue, Royal Oak. The applicants are also requesting a Sunday Sales (a.m./p.m.) Permit, SDM Permit, Entertainment Permit, Dance Permit and Outdoor Service Area Permits. The applicants will be doing business as Hyatt House.

The applicants are seeking approval for their plan of operation prior to having obtained a liquor license. The applicants are seeking a new liquor license from the State of Michigan. The applicant sent over one hundred certified letters to Class C and B-Hotel liquor licensed establishments with escrowed licenses and was unable to obtain one.

A Resort B-Hotel License is described by 436.1107(11) which states:

“Class B hotel means a hotel licensed by the commission to sell beer, wine, mixed spirit drink, and spirits for consumption on the premises only, which provides for the rental of, and maintains the availability for rental of, not less than 25 bedrooms if located in a local governmental unit with a population of less than 175,000 or not less than 50 bedrooms if located in a governmental unit with a population of 175,000 or more.”

The applicants will spend approximately \$15 million on construction, furniture, fixtures and equipment. The applicants will have a ground lease with Corewell Health William Beaumont Hospital, and will be leasing the land for \$155,000 per month. The funds are coming from a \$13 million bank loan from Michigan Business Connection, and \$2 million from partner contributions. The applicants anticipate opening Hyatt House in October 2024.

There are two individuals with over a 10% interest in Premier Hospitality Royal Oak, LLC: Jimmy Asmar and Akram Namou.

The applicants have been actively involved in the hotel business for many years and have vast experience operating establishments with a liquor license dating back to 1992. The following is a breakdown of each applicant's experience:

- Akram Namou – 74 current hotels in Michigan, Ohio, and Indiana including 11 active B-Hotel Licenses and 3 B-Hotel Licenses in escrow in Michigan. The 3 B-Hotel

Licenses in escrow are for Hotels in Michigan that are awaiting building completion. Mr. Namou also operates the Hyatt Place in Royal Oak.

- Jimmy Asmar – 4 active B-Hotel License, 3 B-Hotel licenses in escrow (hotels being built).

Mr. Namou has been licensed by the MLCC for 30 years dating back to 1994. During that timeframe, he has received the following 18 violations from the MLCC at establishments he owned:

- 2000 – Sale to minor
- 2002 – NSF check
- 2003 – NSF check
- 2004 – Allowed betting and unlawful gambling on licensed premises
- 2004 – Sale to minor
- 2006 – Stockholder guilty of attempted larceny over \$200 and less than \$1,000
- 2006 – NSF check
- 2007 – Sold/transferred more than 10% of stock without MLCC approval
- 2017 – Sale to minor
- 2017 – Allowed Topless dancing, nudity, changed nature of business, and knowing allowed accosting or soliciting for prostitution
- 2017 – Failure to complete service training
- 2019 – Sale to minor
- 2020 – Failure to complete service training
- 2022 – Sale to minor

Mr. Namou received a violation in 2017 for allowing topless dancing, nudity, changing the nature of the business and knowingly allowing accosting or soliciting for prostitution. The violation occurred at the Wyndham Garden Hotel and Conference Center in Ann Arbor. Mr. Namou allowed a company to rent his entire licensed premise and host a private event. Although this was a private event and not open to the general public, some of the activity involved was in violation of MLCC rules. Mr. Namou was ordered to pay a fine of \$1500 and the license and permits were suspended for three continuous days as determined by the MLCC. The applicant has not had a violation at that establishment since 2017.

During the initial plan of operation investigation for Hyatt Place, Chief Moore contacted Lt. Renee Bush of the Ann Arbor Police Department. Lt. Bush confirmed Wyndham's then pending violation as the only MLCC violation at this location. Lt. Bush characterized the Wyndham as a well-run hotel without any nuisance violations or repeated problems.

Mr. Asmar has been licensed by the MLCC for 10 years dating back to 2013. Mr. Asmar has been involved in the hotel industry for over ten years. During that timeframe, he has received 3 violations for sale to a minor and failing to provide proof of successful completion of an alcohol server program.

If approved, Hyatt House will operate as a full-service hotel with 128 guest rooms including food and alcohol service, and a banquet area. The building will have five stories; with a bar, dining area, registration and banquet area on the first floor, and hotel rooms on floors 2-5.

Hyatt House will be managed by Jonathan Azer. Mr. Azer has nine years of experience in the hotel industry. Mr. Azer has served as the President of Premier Hospitality in Bloomfield,

MI since 2020. Mr. Azer started his career at Holiday Inn Express & Suites in Farmington Hills, moved to Midwest Lodging Group in Auburn Hills in 2018 and currently works at Premier Hospitality.

The regular hours of food service will be from 6:00 a.m. to 2:00 a.m. Alcohol service may begin at 7:00 a.m. with the last call for alcohol at 1:30 a.m. and last service of alcohol at 1:45 a.m. There will be no room service offered. The applicants anticipate the ratio of food sales to alcohol sales to hotel sales will be 6% food, 5% alcohol, and 89% room sales. The applicants plan on hiring staff with experience in the industry once the applicant's liquor license is approved.

The total approximate square footage of the proposed licensed premises will be 73,000 feet. The total proposed seating for the first-floor customers will be for 131 patrons, including 10 seats at the bar. The following is a breakdown of the seating for the first floor:

- Food service and social seating area: seating for 65 patrons, including 10 seats at the bar. This area is for day-to-day operation of food and alcohol service to its customers.
- Outdoor patio: seating for 15 patrons.
- Banquet/Gathering room: seating for up to 51 patrons, seating configuration will depend on the event. This area will be used for meetings, banquets, holiday parties, weddings, and private reservations.

Final overall capacity will be set by the police department after recommendations from both the building and fire departments.

Hyatt House may offer occasional entertainment such as a DJ or a band as well as a portable dance floor in the banquet area. The applicants agree to sign and strictly adhere to the City's Entertainment and Dance Agreements. The applicants also agree to sign an agreement which will prevent them from temporarily putting their license in escrow. This agreement will ensure the applicants are accountable for all MLCC rules and their local plan of operation at all times.

The Royal Oak Police Department is not opposed to this request. The applicants have vast experience operating hotels that serve alcohol, including the Hyatt Place in Royal Oak. Additionally, alcohol service will be limited to the first floor of the building and hotel guests will not be offered room service.

If approved, the applicants will have to comply with all planning, zoning, and building requirements and restrictions. Royal Oak city ordinances require city commission approval for this plan of operation.

Respectfully,

Karly Renaud, Lieutenant  
Royal Oak Police Department

**CITY OF ROYAL OAK**  
**B HOTEL LIQUOR LICENSE LICENSED BUSINESS**  
**PLAN OF OPERATION**  
**July 5, 2024**

Business Name: Premier Hospitality Royal Oak, LLC, a Michigan limited liability company  
Doing Business As: Hyatt House Royal Oak (“Hyatt House”)  
Business Address: 30955 Woodward Avenue, Royal Oak, Michigan 48073  
Mailing Address: 7031 Orchard Lake Road, Suite 300, West Bloomfield, Michigan 48322

**Preamble:** We have received copies of Royal Oak City Ordinances #430-1 through 430-12, an Ordinance to Establish a General Policy for Liquor Licenses and Permits, understand its provisions, and will be governed by them. The following Plan of Operation is developed in keeping with the spirit and intent of this Ordinance.

- I. HOURS OF OPERATION:** At present, our planned hours of operation will be from 6:00am to 2:00am for food service, and 7:00am to 2:00am for alcohol service, seven days a week. The establishment is a hotel; therefore, there will be guests registering 24 hours a day. Last call for alcohol service will be 1:30am and last service of alcohol will be 1:45am. Last call will be 30 minutes before closing and last service 20 minutes before closing. Hyatt House may open early on holidays and special events only with the prior approval of the Chief of Police.
- II. FORMAT:** The 5-story building will be operated as a limited-service hotel with 128 guestrooms and a total area of 72,738 square feet. There will be a social seating area, meeting/gathering room, outdoor patio, fitness room and spa, full-service bar, and full-service kitchen on the first floor. There may be live entertainment or occasional banquet functions, and a portable dance floor, for events in the first floor meeting/gathering room, the type, days, and times of which are to be determined at a later date. The format of the various floors will be as follows:
- (a) First Floor:** 12 guestrooms, 13,157 square feet.
- Social Seating Area and Bar: the social seating area will have seating for 65, which includes 10 seats at the bar. This area will be used for lounging and the day-to-day operation of food and alcohol service to customers.
  - Meeting/Gathering Room: the meeting/gathering room will generally have seating for 51, although seating may vary depending on the event. This area will be used for lounging, meetings, social events, and private reservations.
  - Outdoor Patio: The outdoor patio will have seating for 15. This area will be used for lounging.
  - Other: guest registration, kitchen, fitness room and spa, restrooms, employee areas.

Total seating for first floor is 131 seats.

- (b) Second Floor:** 29 rooms, 14,972 square feet.



(e) **Third Floor:** 29 rooms, 14,936 square feet.

(d) **Fourth Floor:** 29 rooms, 14,930 square feet.

(e) **Fifth Floor:** 29 rooms, 14,934 square feet .

It is agreed that Hyatt House will not change the format or type of business without written approval of the City Commission. This includes changing from a full-service restaurant to a bar where food service is reduced, etc.

The ratio of food sales to alcohol sales to hotel sales is anticipated to be 6% food, 5% alcohol, and 89% room sales.

The proposed floor plans are attached hereto as Exhibit A.

III. **MENU:** A menu example is attached hereto as Exhibit B.

IV. **SOUND:** Piped or canned music ("sound") will be restricted to a level which will not adversely impact neighboring and adjoining property owners, and we will strictly comply with the City and the provisions of the Sound Ordinance. We pledge our full cooperation with the Police Department and/or adjacent and adjoining property owners in this regard.

V. **ENTERTAINMENT:** Hyatt House may offer occasional live entertainment including bands and DJs. The Entertainment Permit will be used in conjunction with an "Entertainment Permit Agreement" executed between Hyatt House and the City.

VI. **DANCE PERMIT:** Hyatt House may utilize a portable dance floor, measuring approximately 10' x 10', for events in the first floor meeting/gathering room. The Dance Permit will be used in conjunction with the "Dance Permit Agreement" executed between Hyatt House and the City.

VII. **CODE COMPLIANCE:** The premises, when remodeled/completed, will fully comply with all applicable health, safety, building, sanitation, electrical, plumbing, and fire codes, as well as zoning requirements.

The Outdoor Service Area will operate in accordance with and consistent with all City policies, practices, and procedures regulating outdoor service, including, but not limited to:

- a. The Outdoor Service Area will not be permanently enclosed;
- b. The fence and/or other barricades or rail surrounding the Outdoor Service Area should be anchored in accordance with the Uniform Engineering Anchoring System, as promulgated by the Engineering Department of the City of Royal Oak;
- c. The manner in which the Outdoor Service Area is enclosed shall be subject to inspection by the Police and Engineering Departments;

- d. The use of alcohol will be allowed in accordance with and the rules of the Michigan Liquor Control Commission from April 15th to October 31st;
- e. Wait staff shall transport all alcoholic beverages to/from the Outdoor Service Area.
- f. The Seasonal Outdoor Service Area will be clean, free of debris and trash, and shall be cleaned at the close of each business day; and
- g. Hyatt House will pay fees in accordance with the City's Sidewalk Café License Agreement application.
- h. Hyatt House may play piped music at the Outdoor Service Area.

**VIII. PLAN OF OPERATION:** It is acknowledged that under Ordinance 430-4(A), the business shall be operated in accordance with an approved Plan of Operation. Changing the operation of the business in any manner inconsistent with the approved Plan of Operation is a violation of the ordinance and the rules of the Liquor Control Commission. Any change to the Plan of Operation must be approved by the City Commission prior to it being placed into effect on the business premises.

**IX. SECURITY:** Security for the customers, building, and community is the first priority for the corporation, and as such, we will undertake whatever measures are necessary to maintain and supervise the expected level.

**X. PARKING:** Parking shall be provided as follows: 69 spaces on site, plus all parking areas throughout the Woodward Corners site.

Employees will park at areas designated by management.

**XI. ALCOHOL MANAGEMENT:** The establishment will strictly obey all rules and regulations promulgated by the City of Royal Oak and the State of Michigan Liquor Control Commission. There will be neither service to nor consumption of alcoholic beverages by minors at any time. No alcohol will be sold, or permitted to be sold, on a commission basis by any person.

The following policies will be enforced at the establishment:

- 1. Alcoholic beverages are allowed on the premises other than what is dispensed by the establishment, pursuant to the Liquor Code, MCLA 436.2021.
- 2. All staff will pay attention and be alert to observable clues displayed by an intoxicated individual, such as: impaired reflexes, impaired coordination, reduced judgment and inhibitions, impaired vision, etc.
- 3. All staff will be alert to potential problems at their respective areas at the facility.
- 4. All staff will be polite and courteous to the intoxicated individual(s) and will be knowledgeable as to when to request assistance from additional facility staff.



5. Patrons who appear to be 30 years of age or younger will be asked to show proper identification. Signage will be posted at serving locations. Patrons must produce proper identification.
  - 5.1 All patrons under 21 years of age, service will be refused.
  - 5.2 Check "State Seal" and other markings. Check for damage or alterations to identification card.
  - 5.3 Do not return falsified identification cards. Call management immediately.
6. If a patron shows signs of intoxication, staff is to refuse service, politely explain policy, suggest non-alcohol purchase, and/or call for management, if necessary.
7. If a patron is purchasing on behalf of someone else who appears **less than 30 years old**, staff is to request to see identification of recipient or contact supervisory personnel who will seek patron(s) out. Staff will refuse service to minors and will inform all parties involved that policy allows for ejection from premises if illegal activity has occurred.
8. Alcohol dispensing may be restricted to one of the following practices or any combination thereof:
  - No sales to intoxicated persons.
  - No sales without proper identification.
  - Limited alcoholic choices, if necessary.
  - When in doubt, do not serve. Call supervisor.
9. Observe all patrons leaving the property. No alcoholic beverages are allowed to leave the facility or property.
10. Staff is to approach any person appearing to be impaired and leaving the event to determine if they are driving. If so, staff is to attempt to persuade them not to drive and request a non-impaired companion to drive. If unable, staff will refer patron(s) to bus or taxi service.
11. Supervisory and management personnel will complete documentation of any alcohol-related incidents at end of event. Information will be disseminated accordingly.
12. We shall provide non-alcoholic beverages to all designated drivers either free or reduced prices.
13. The establishment fully participates in the Techniques in Alcohol Management Program and will continue such participation in that program or a similarly recognized program approved by the Royal Oak Police Chief. TIPS/TAM certification cards for all employees shall be available for inspection by the Police Department 35 days after the date of hire.

**XII. REFUSE DISPOSAL:** The establishment will dispose of refuse in enclosed dumpster(s), with locked lids. Pickup will be a minimum of two (2) times per week. A water line with spigot will be provided to clean dumpster enclosure as necessary.

**XIII. GENERAL:** Every effort will be made to maintain positive relationships with adjacent and nearby businesses, as well as cooperation with all City departments. Every effort will be made to solve any problems which may arise.

**XIV. EMERGENCY CONTACTS:**

Jonathan Azer - Cell: (248) 882-2715

Sam Azer - Cell: (248) 939-6620

Date: July 5, 2024

PREMIER HOSPITALITY ROYAL OAK, LLC,  
a Michigan limited liability company

By:   
Name: Jimmy Asmar  
Title: Manager

**EXHIBIT A**

**FLOOR PLANS**

[Please see attached]

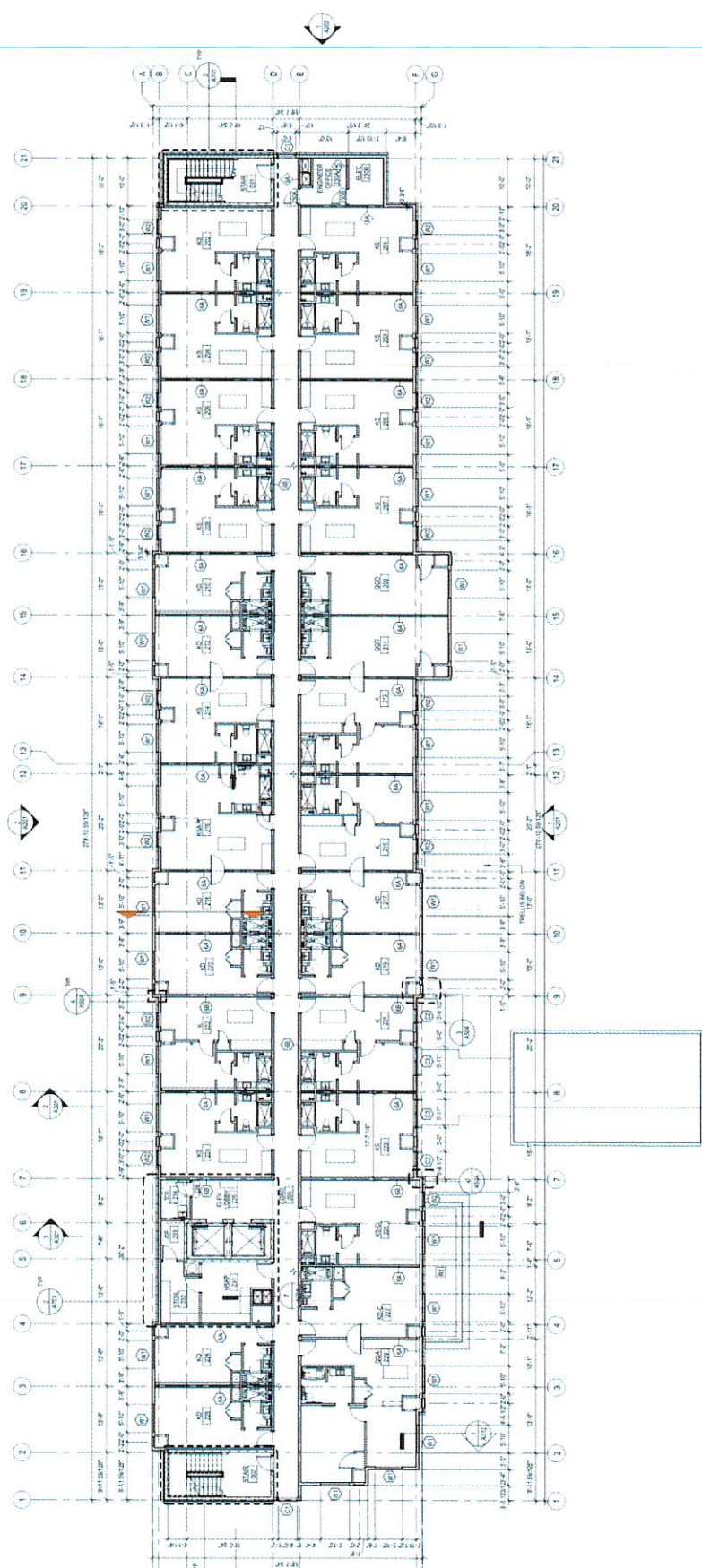
Page 225 of 529



## GENERAL NOTES

- FIELD VERIFY ALL DIMENSIONS. NOTIFY ARCHITECT IF DIMENSIONS VARY SIGNIFICANTLY. ALL DIMENSIONS TO FACE OF STUD UNLESS NOTED OTHERWISE.
- CONTRACTOR'S RESPONSIBILITY TO REVIEW AND COORDINATE WITH INTERFERING DISCIPLINES PARTICIPATING IN SAME SHEET AREA.

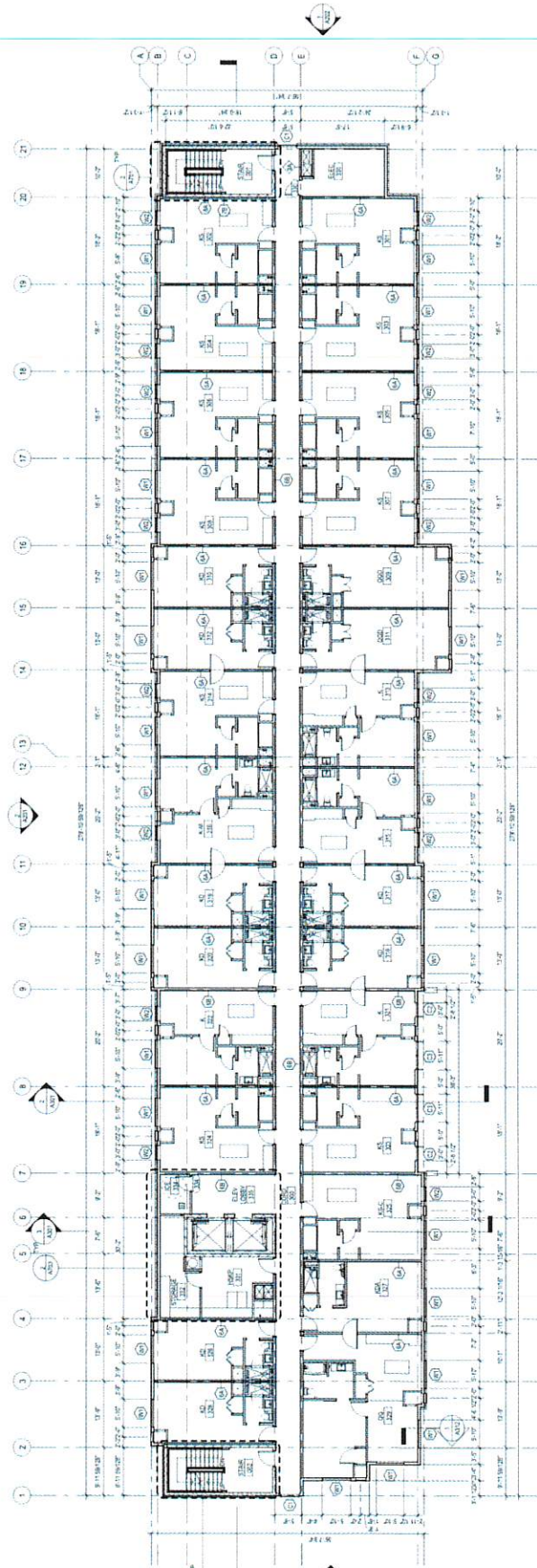
#### KEYNOTE LEGEND



FLOOR PLAN - LEVEL 2

REVISION NOTES	REVISIONS
1. FIELD VERIFY ALL DIMENSIONS WITH ARCHITECT & ENGINEER. ALL DIMENSIONS TO FACE OF WALL UNLESS NOTED OTHERWISE.	
2. FIELD VERIFY ALL DIMENSIONS WITH ARCHITECT & ENGINEER. ALL DIMENSIONS TO FACE OF WALL UNLESS NOTED OTHERWISE.	
3. FIELD VERIFY ALL DIMENSIONS WITH ARCHITECT & ENGINEER. ALL DIMENSIONS TO FACE OF WALL UNLESS NOTED OTHERWISE.	
4. FIELD VERIFY ALL DIMENSIONS WITH ARCHITECT & ENGINEER. ALL DIMENSIONS TO FACE OF WALL UNLESS NOTED OTHERWISE.	

REVISIONS



FLOOR PLAN - LEVEL 3





Building a Better World  
for All of Us



Project:  
Hyatt House Hotel  
P.O. Box 120  
Royal Oak, MI 48073  
734.251.4294

Architect:  
SEH  
30955 Woodward Road  
Royal Oak, MI 48073  
734.251.4294

Design Consultant:  
Hyatt House Hotel  
30955 Woodward Road  
Royal Oak, MI 48073  
734.251.4294

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# HYATT HOUSE HOTEL

30955 WOODWARD ROAD  
ROYAL OAK, MI 48073



Project Name:  
Hyatt House Hotel  
Project Number:  
171001-11  
Project Date:  
11/06/17

Revision Number:  
Date:  
Description:

Level 4 FLOOR PLAN

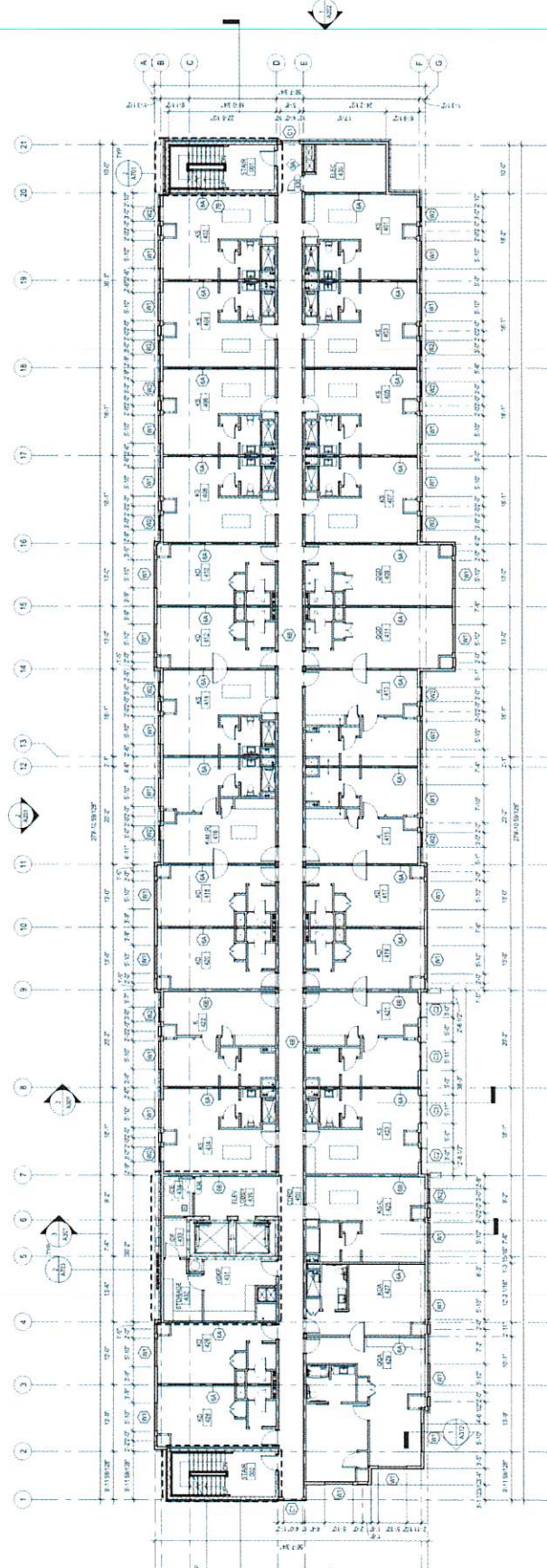
A117

## GENERAL NOTES

1. REFERENCE ALL DIMENSIONS TO FACE UNLESS NOTED OTHERWISE.
2. ALL DIMENSIONS TO FACE OF STRUCTURE UNLESS NOTED OTHERWISE.
3. CONTRACTOR RESPONSIBILITY TO REVIEW AND VERIFY ALL DIMENSIONS AND CONDITIONS SHOWN.
4. DIMENSIONS TO FACE UNLESS NOTED OTHERWISE.

## REVISIONS

NO.	DATE	DESCRIPTION
-----	------	-------------



FLOOR PLAN - LEVEL 4

1

11/06/17

SEE MORE LISTS





**EXHIBIT B**

**MENU EXAMPLE**

[Please see attached]

## cocktails

### Chocolate Old Fashioned

Maker's Mark Bourbon, Agave Nectar, Chocolate Bitters **11.50**

### Classic Margarita

Hornitos Plata Tequila, Single Pressed Lemon + Lime Juice **11.50**

### Moscow Mule

Absolut Vodka, Ginger, Citrus Sour, Angostura Bitters, Sparkling Water **12.00**

### Peach Whiskey Sour

Maker's Mark Bourbon, Lemon + Lime Juice, Peach Purée **11.50**

### French 75

Beefeater Gin, Canvas Blanc de Blancs Brut, Single Pressed Lemon + Lime Juice **11.50**

### Blue Hawaii

Bacardi Superior Rum, Blue Curacao, Citrus Sour, Pineapple Juice **12.00**

## spirits

### Call 10.50

Absolut Vodka  
Beefeater Gin  
Bacardi Superior Rum  
Hornitos Plata Tequila  
Maker's Mark Bourbon  
Dewar's White Label Scotch

### Premium 11.50

Grey Goose Vodka  
Sipsmith London Dry Gin  
Bacardi Reserva Ocho Rum  
Patrón Silver Tequila  
Knob Creek Bourbon  
Chivas Regal 12 Scotch

## wine

### Michael Mondavi Canvas Wines

Developed exclusively for Hyatt:  
Blanc de Blancs Brut, Pinot Grigio, Chardonnay,  
Pinot Noir, Cabernet Sauvignon

### La Marca Prosecco (187ml)

### Moët & Chandon Impérial Brut (187ml)

### M. Chapoutier Belletruche Rosé

### Villa Maria Private Bin Sauvignon Blanc

### Kendall-Jackson Vinther's Reserve Chardonnay

### Davis Bynum River West Vineyard Chardonnay

### La Crema Monterey Pinot Noir

### Joel Gott Palisades Red

### Chateau Ste. Michelle Cabernet Sauvignon

### Rodney Strong Sonoma Cabernet Sauvignon

## beer + seltzer

### Craft 9.00

Blue Moon Belgian White  
Spiteful IPA

### Imported 9.00

Stella Artois  
Corona Extra  
Heineken 0.0

### Domestic 7.50

Bud Light  
Budweiser  
Miller Lite

### Draft

ask your bartender for  
current offerings

### Truly Hard Seltzer 7.50

## PROVISIONS

### Parmesan French Fries

519 cal  
Parmesan, Chives (v, gf)  
**9.00**

### Crispy Chicken Wings

944 cal  
Buffalo Sauce and Buttermilk Ranch Dressing (gf) **11.00**

### The Classic Cheese Pizza

840 cal  
8-inch Cheese Pizza, Marinara, Mozzarella and Parmesan Cheeses (v) **11.00**  
+ Pepperoni (69 cal) + 1.00

### Chicken Caesar

1039 cal  
Romaine Lettuce, Grated Parmesan, Classic Caesar Dressing, Coutons (v) **11.50**

### Turkey And Pesto Sandwich

444 cal  
Greens, Tomato, Cucumber, Sliced Turkey Breast, Sourdough Bread Served with Fries (159 cal), Chips (154 cal), or Fruit (68 cal) **12.00**

### The Burger

1304 cal  
Two 3 oz. Grass Fed Strauss Beef Patties, Cheddar, Greens, Tomato, Broche Bun, Served with Fries (159 cal), Chips (154 cal), or Fruit (68 cal) **13.75**  
+ Bacon (252 cal) + 2.00

### Chicken And Bacon Sandwich

739 cal  
Antibiotic Free Grilled Chicken Breast, Greens, Tomato, Bacon, Honey Mustard Dressing, Sourdough Bread Served with Fries (159 cal), Chips (154 cal), or Fruit (68 cal) **12.50**

This architectural floor plan depicts a restaurant layout with various seating areas and service zones. Handwritten blue numbers are used to identify specific locations:

- 1:** Located in the bottom right corner, near the entrance area.
- 2:** Multiple instances, primarily in the central and right-hand sections, marking individual tables.
- 3:** Located in the upper left quadrant, near a service counter.
- 4:** Numerous instances throughout the plan, marking clusters of tables in the central and left-hand areas.
- 5:** Located in the upper left quadrant, near a service counter.
- 6:** Located in the bottom right quadrant, marking tables near the entrance.
- 7:** Located in the lower left quadrant, marking a specific table area.
- 8:** Located in the central area, near a service counter.
- 9:** Located in the upper left quadrant, near a service counter.
- 10:** Located in the upper right quadrant, near a service counter.

The plan includes detailed annotations for furniture (tables and chairs), service counters, and structural elements. Dimensions and room labels are also present.

## **DANCE PERMIT AGREEMENT**

THIS AGREEMENT is entered into this 12<sup>th</sup> day of August 2024, by and between **Premier Hospitality Royal Oak, LLC**, a Michigan Limited Liability Company d/b/a Hyatt House, 30955 Woodward Avenue, Royal Oak, Michigan 48073 ("Hyatt House") and the **City of Royal Oak**, a Michigan Municipal Corporation, 203 S. Troy Street, Royal Oak, Michigan 48067 (the "City").

### **RECITALS**

WHEREAS, the City's Code of Ordinances requires that the City approve a Plan of Operation for any establishment intending to serve alcohol for consumption on the premises; and

WHEREAS, Hyatt House has requested that the City approve its proposed Plan of Operation for operation as a Hyatt House Hotel at 30955 Woodward Avenue, Royal Oak (the "Licensed Premises"); and

WHEREAS, the proposed Plan of Operation for Hyatt House includes a dance permit to be used on the Licensed Premises in conjunction with a liquor license; and

WHEREAS, the City, through its Police Department, has expressed its reluctance to approve a Plan of Operation that includes a Dance Permit; and

WHEREAS, in consideration for the approval of the Plan of Operation, Hyatt House has offered to enter into an Agreement that would provide the Police Department with discretion to require Hyatt House to cease using or cancel the Dance Permit;

### **AGREEMENT**


THEREFORE, in consideration for the promises and mutual covenants contained herein, the parties agree as follows:

1. The City, through its City Commission, shall approve the proposed Plan of Operation for Hyatt House, including the Dance Permit to be used in conjunction with the liquor license.

2. In consideration for the approval of the amended Plan of Operation, Hyatt House agrees to cease using the Dance Permit until the matter can be placed before the City Commission for hearing, if the Police Department, in its sole discretion, finds cause to require Hyatt House to discontinue the use of, or cancel, the Dance Permit. The determination of the City Commission shall be binding upon Hyatt House, and Hyatt House hereby waives its right to appeal such decision to any court.

3. In the use of the Dance Permit, Hyatt House shall comply with all the rules and regulations of the Michigan Liquor Control Commission.

**Premier Hospitality Royal Oak, LLC**

  
\_\_\_\_\_  
Jimmy Asmar, Manager

**CITY OF ROYAL OAK**

\_\_\_\_\_  
Michael Fournier, Mayor

\_\_\_\_\_  
Melanie Halas, City Clerk



## ENTERTAINMENT AGREEMENT

THIS ENTERTAINMENT AGREEMENT ("Agreement") is made and entered this 12<sup>th</sup> day of August, 2024, by and between the City of Royal Oak, a Michigan Municipal Corporation, 203 S. Troy Street, Royal Oak, Michigan, 48067 (the "City") and Premier Hospitality Royal Oak, LLC, a Michigan limited liability company d/b/a Hyatt House, 30955 Woodward Avenue, Royal Oak, Michigan, 48073 ("Hyatt House").

### RECITALS

WHEREAS, Hyatt House has requested that the City approve its proposed Plan of Operation ("License") for operation as a Hyatt House Hotel at 30955 Woodward Avenue, Royal Oak (the "Licensed Premises"); and

WHEREAS, the City requires that a Plan of Operation be approved by the City pursuant to Royal Oak's Ordinance, Section 90-3; and

WHEREAS, the proposed Plan of Operation contains a request to have entertainment conducted pursuant to this Agreement; and

WHEREAS, Hyatt House has requested approval from the Michigan Liquor Control Commission ("MLCC") for a new Entertainment Permit; and

WHEREAS, the City, through its Police Department, has expressed its concern about any type of entertainment which may involve topless entertainment, lingerie fashion shows, and any undesirable events which would include any similar types of entertainment at the Licensed Premises ("Prohibited Entertainment"); and

WHEREAS, in consideration for the approval of the Plan of Operation by the City, Hyatt House has expressed its desire to enter into this Agreement with the City in order to ensure that Prohibited Entertainment not be conducted at the Licensed Premises.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. The City shall, through its City Commission, when requested by Hyatt House, approve its proposed Plan of Operation.

2. Hyatt House understands and acknowledges that Prohibited Entertainment and/or the following activities listed below shall result in the City requesting that the MLCC revoke, or deny the renewal of, the Entertainment Permit:
  - a. Any violation of the terms, conditions, or spirit of this Agreement.
  - b. Any violation of a state law, administrative rules of the MLCC, or local ordinance concerning health, safety, moral conduct or public welfare.
  - c. Any showing of films, television, slides, videos, laser discs, computer programs, satellite dish transmissions, or any other electronic reproductions which depict person(s) who expose the public region, anus, genitals or female breast(s) or who displays other types of nudity prohibited by statute or local ordinance and/or which depicts scenes wherein a person(s) performs, or simulates performance of, sexual intercourse, masturbation, sodomy, bestiality, fellatio, or cunnilingus. Paragraph 2(c) applies to any publicly broadcast television transmission(s) from a federally licensed station(s), cable television, premium channels, pay-per-view channels and/or receptions from satellite dish transmissions.
  - d. The sale, lease, foreclosure and/or change in ownership or management of the business located at the Licensed Premises.
  - e. Any disorderly, indecent, immoral and/or illegal conduct occurring on or about the subject premises.
3. In the event that the City shall request that the Royal Oak City Commission revoke or deny the renewal of the Entertainment Permit for any reason set forth in the preceding paragraphs, Hyatt House shall be given notice and the reasons of the City's proposed action. A hearing shall be held in which Trailhead may present evidence, testimony and confront adverse witnesses. The City, through its Commission, shall issue a written statement of findings.
4. Hyatt House shall not seek permission from the MLCC or the Police Department to place its liquor license in escrow at any time, unless required by MLCC Rules.
5. Hyatt House shall comply with all of the rules and regulations of the MLCC and shall keep its Liquor Licenses and Permits at all times in good standing.

6. Hyatt House acknowledges that an agreement of this nature has not been tested in any Michigan courts and affirmatively represents to any court reviewing the enforceability of this Agreement that Hyatt House has sought legal counsel and agrees to be contractually bound by the terms and conditions of this Agreement.
7. This agreement shall be contingent upon the City Commission ratifying the form and content of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

Dated: July 5, 2024

**PREMIER HOSPITALITY ROYAL OAK,  
LLC,**  
a Michigan limited liability company

By:   
Jimmy Asmar, Manager

Dated: \_\_\_\_\_, 2024

**CITY OF ROYAL OAK**

By: \_\_\_\_\_  
Michael Fournier, Mayor

By: \_\_\_\_\_  
Melanie Halas, City Clerk



## CITY COMMISSION AGENDA ITEM

<b>Title</b>	<b>July 2024 Traffic Committee Resolutions</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Community Development - Engineering</b>
<b>PRESENTER</b>	<b>Holly Donoghue, P.E.</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

### EXECUTIVE SUMMARY

The Royal Oak Citizens Traffic Committee meeting was called to order at 6:29 p.m. on Tuesday, July 23, 2024 by Chairperson Dan Godek. The minutes of this meeting are included in Attachment 1, and the backup information for the minutes is in Attachment 2.

Six resolutions are offered to make the regulatory, permanent traffic control orders in accordance with the “Uniform Traffic Code for Cities, Townships, and Villages” adopted by the commission on September 22, 2003:

- Deny the request for left-turn signals on Crooks Road at the intersections of Normandy Road and Lexington Boulevard (item 5A);
- Deny the request for “no left turn” signage out of the new Hazelton development at the corner of Williams Street and E. Sixth Street; install a pedestrian warning sign for southbound traffic; eliminate the on-street parking stall just north of the mid-block crosswalk on Williams Avenue between E. Sixth Street and Seventh Street (item 6A);
- Install a “no parking beyond” sign north of the driveway approach at 230 Virginia Avenue (item 6B);
- Remove 30 feet of guardrail adjacent to 3111 N. Main Street (item 6C);
- Install a four-way stop at the intersection of Kayser Avenue and E. Sixth Street; install a stop sign for northbound Lawson Street at E. Sixth Street (item 6D);
- Install 250 feet of new guardrail along the east side of Coolidge Highway just north of Trafford Road; relocate the curve warning signs to be within 100 feet of the start of the road curve; install two additional chevron signs within the road curve (item 6E).

---

### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>\$47,800.00</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$47,800.00</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>N/A</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>See table below</b>
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

A summary of cost estimates and funding sources for each item is provided below. All items are within the allocated budget for each funding source, and so no budget amendments are proposed.

Agenda Item	Cost Estimate	Funding Source
6A	\$300	203.473.74900 (Sign Materials)
6B	\$300	203.473.74900 (Sign Materials)
6C	\$1,500	202.469.70203 (DPS staff time)
6D	\$700	203.473.74900 (Sign Materials)
6E	\$45,000	203.901.81401.CAP2415 (2024 road project)
Total:	\$47,800	

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☐ No fiscal impact

☒ Workload impact (details below)

☐ Revenue impact (details below)

☐ Operations Impact (details below)

**WORKLOAD IMPACT:**

The DPS Highway Division will procure and install the proposed traffic signs for items 6A, 6B and 6D, and will also remove the guardrail under item 6C. DPS has available staff to perform this work.

The new guardrail to be installed under Item 6E will be added to the 2024 Road Resurfacing Improvements Contract CAP2415 scope of work. There are unused pay items under this contract that can be reallocated to cover this cost without a contract modification.

---

**ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

The Traffic Committee recommendations align with the city's strategic plan and S-CAP plan to provide safe transportation systems to reduce and eliminate crashes. They also align with the Aging in Place Plan goal to increase visibility of street signs.

---

**COMMUNITY ENGAGEMENT**

Approximately two weeks prior to the traffic committee meeting, staff mailed notices to properties that could potentially be impacted by the agenda items. At the meeting, attendees were given the opportunity to speak to the traffic committee during public comment. Meeting attendees were also notified that these topics would be presented to the city commission at the August 12, 2024 meeting.

---

**BOARD AND COMMISSION FEEDBACK**

The Royal Oak Citizens Traffic Committee has reviewed and provided recommendations as outlined in Attachment 1.

---

**LEGAL COMMENTS**

#### **PROPOSED COMMISSION RESOLUTION:**

**Be it resolved, the city commission hereby approves the traffic committee's recommendation to deny the request for dedicated left turn traffic signals at the intersections of Crooks/Normandy and Crooks/Lexington as outlined in agenda item 5A;**

**Be it further resolved, the city commission hereby approves the traffic committee's recommendation to deny the request for 'No Left Turn' signage at the parking garage exit for 222 E. Sixth Street and to add one pedestrian warning sign (W11-2) for southbound Williams Street traffic, located north of the existing mid-block pedestrian crossing; and also to remove the first parking spot north of the crosswalk on the east side of roadway as outlined in agenda item 6A;**

**Be it further resolved, the city commission hereby approves the traffic committee's recommendation to install a 'No Parking Beyond' sign north of the driveway approach at 230 Virginia Avenue as outlined in agenda item 6B;**

**Be it further resolved, the city commission hereby approves the traffic committee's recommendation to remove approximately 30 feet of guardrail in front of 3111 N. Main Street as outlined in agenda item 6C;**

**Be it further resolved, the city commission hereby approves the traffic committee's recommendation to install 'Stop' signs on Kayser Avenue at E. Sixth Street to create a 4-way stop intersection, and to install 'All Way' plaques on all four stop signs; and to install a 'Stop' sign for northbound Lawson Street at E. Sixth Street as outlined in agenda item 6D;**

**Be it finally resolved, the city commission hereby approves the traffic committee's recommendation to install approximately 250 feet of guardrail a minimum of three feet from the curb, along the east side of Coolidge Highway just north of Trafford Road; to relocate the existing (W1-1) curve warning signs to be within 100 feet of the start of the curve for both northbound and southbound Coolidge Highway; and to install two additional chevron signs on the east side of Coolidge Highway within the road curvature area as outlined in agenda item 6E.**

#### **ATTACHMENTS:**

1. July 2024 Traffic Committee meeting minutes
2. July 2024 Traffic Committee agenda, previous minutes and explanation/analysis



## Minutes

### Royal Oak Citizens Traffic Committee Meeting

July 23, 2024, 6:30 p.m.  
City Hall Commission Chambers Room 121  
203 South Troy Street  
Royal Oak, MI 48067

Present: Carl Laubach  
Clyde Esbri  
Joe Labataille  
Sean Dunlop  
Thomas Allen  
Michael Tash

Absent: Dan Godek

Staff Present: Holly Donoghue  
Jennifer Caudill

---

#### 1. Call to Order

The meeting was called to order by Vice Chairperson Carl Laubach at 6:29 p.m.

#### 2. Roll Call and Preamble

Vice Chair Laubach recited the preamble for the Citizens Traffic Committee.

#### 3. Approval of Minutes

Moved by: Thomas Allen

Seconded by: Joe Labataille

Motion to approve the previous minutes.

Ayes (5): Carl Laubach, Clyde Esbri, Joe Labataille, Sean Dunlop, and Michael Tash

Conflict (1): Thomas Allen

Motion Adopted (5 to 0)

#### 4. Public Comment for Items not on the Agenda

Vice Chairperson Laubach opened the floor to public comment. No one came forward.

## **5. Unfinished Business**

### **5.a Request for Left Turn Signals on Crooks Road**

The staff analysis and recommendation was presented by City Engineer Donoghue. Vice Chairperson Laubach opened the floor to those interested in speaking on this issue. No one came forward.

Moved by: Clyde Esbri

Seconded by: Sean Dunlop

Motion to accept staff recommendation to deny the request for dedicated left turn traffic signals at the intersections of Crooks/Normandy and Crooks/Lexington

Ayes (6): Carl Laubach, Clyde Esbri, Joe Labataille, Sean Dunlop, Thomas Allen, and Michael Tash

Motion Adopted (6 to 0)

## **6. New Business**

### **6.a Request to install a No Left Turn sign for the Hazelton Apartments driveway on Williams Street near mid-block pedestrian crossing**

The staff analysis and recommendation was presented by City Engineer Donoghue. Vice Chairperson Laubach opened the floor to those interested in speaking on this issue.

Alan Ashley, president of Royal Oak Manor, provided pictures of the existing crosswalk and surrounding conditions, and gave history of what was at the Hazelton location prior. He is concerned about street parking blocking the view of pedestrians, and because residents of the manor are sometimes slower he is worried about cars zipping out of the Hazelton garage and striking residents.

Caroline M., resident of Royal Oak Manor, spoke about the many 'near misses' she has seen since moving into the manor four years ago. She also said there is a site distance issue at Seventh and Troy due to the buildings and you have to pull out into the intersection to see traffic. The parking space between the crosswalk and garage entrance should be removed so vehicles cannot block the view of the crosswalk for vehicles exiting the garage of the Hazelton.

Drew Hopkins of 128 E Seventh Street commented that if traffic is required to turn right out of building they can still get to Main or Troy to head north or south. This moves traffic away from residents at manor, the residential

homes on Seventh, and the recording studio and Jewish center on Seventh that sees a lot of pedestrian traffic.

Lorraine P., resident of Royal Oak Manor spoke, concerned about the poor lighting on Williams Street.

Robert Saul, resident of Royal Oak Manor, spoke in support of the other statements from Alan Ashley and residents.

Moved by: Sean Dunlop

Seconded by: Thomas Allen

Motion to approve staff recommendation to deny the request for 'No Left Turn' signage at the parking garage exit for 222 E. Sixth Street and add one pedestrian warning sign (W11-2) for southbound Williams Street traffic, located north of the existing mid-block pedestrian crossing; and also to remove the first parking spot north of the crosswalk on the east side of roadway.

Ayes (6): Carl Laubach, Clyde Esbri, Joe Labataille, Sean Dunlop, Thomas Allen, and Michael Tash

Motion Adopted (6 to 0)

**6.b Request for No Parking sign on the east side of Virginia Avenue at E. University Avenue**

The staff analysis and recommendation was presented by City Engineer Donoghue. Vice Chairperson Laubach opened the floor to those interested in speaking on this issue. No one came forward.

Moved by: Clyde Esbri

Seconded by: Joe Labataille

Motion to approve staff recommendation to install a 'No Parking Beyond' sign north of the driveway approach at 230 Virginia Avenue.

Ayes (6): Carl Laubach, Clyde Esbri, Joe Labataille, Sean Dunlop, Thomas Allen, and Michael Tash

Motion Adopted (6 to 0)

**6.c Request to remove guardrail adjacent to 3111 N. Main Street**

The staff analysis and recommendation was presented by City Engineer Donoghue. Vice Chairperson Laubach opened the floor to those interested in speaking on this issue. No one came forward.

Moved by: Thomas Allen

Seconded by: Joe Labataille

Motion to accept staff recommendation to remove approximately 30 feet of guardrail in front of 3111 N. Main Street.

Ayes (5): Carl Laubach, Joe Labataille, Sean Dunlop, Thomas Allen, and Michael Tash

Nays (1): Clyde Esbri

Motion Adopted (5 to 1)

**6.d Request to review traffic concerns on Kayser Avenue at E. Sixth Street intersection by Grant Park**

The staff analysis and recommendation was presented by City Engineer Donoghue. Vice Chairperson Laubach opened the floor to those interested in speaking on this issue.

Chris Henning of 602 Kayser spoke about the plethora of activity in the park in spring and fall, and site distance issues due to all the cars parked near the corner. He often sees driver indecision issues because vehicles with the right-of-way and no stop sign will slow down at the intersection anyways when traveling on Kayser and this causes confusion if another vehicle is at or approaching the intersection.

Moved by: Sean Dunlop

Seconded by: Thomas Allen

Motion to accept staff recommendation to install 'Stop' signs on Kayser Avenue at E. Sixth Street to create a 4-way stop intersection, and to install 'All Way' plaques on all four stop signs; and to install a 'Stop' sign for northbound Lawson Street traffic at E. Sixth Street.

Ayes (6): Carl Laubach, Clyde Esbri, Joe Labataille, Sean Dunlop, Thomas Allen, and Michael Tash

Motion Adopted (6 to 0)

**6.e Request to install guardrail in public right-of-way on northbound Coolidge Highway adjacent to 2804 Coolidge apartment complex**

The staff analysis and recommendation was presented by City Engineer Donoghue. Vice Chairperson Laubach opened the floor to those interested in speaking on this issue.

Ari Zartarian spoke in support of the staff recommendation, his tenants are concerned about their safety in their residences and his staff are concerned about performing property maintenance work near the roadway.

Moved by: Thomas Allen  
Seconded by: Michael Tash

Motion to accept staff recommendation to install approximately 250 feet of guardrail a minimum of three feet from the curb, along the east side of Coolidge Highway just north of Trafford Road; to relocate the existing (W1-1) curve warning signs to be within 100 feet of the start of the curve for both northbound and southbound Coolidge Highway; and to install two additional chevron signs on the east side of Coolidge Highway within the road curvature area.

Ayes (6): Carl Laubach, Clyde Esbri, Joe Labataille, Sean Dunlop, Thomas Allen, and Michael Tash

Motion Adopted (6 to 0)

## **7. Information Only Items**

### **7.a Results of Previous Traffic Committee Recommendations**

City Engineer Donoghue updated the committee on the commission's resolutions from the previous meeting's recommendations.

### **7.b Update on Morse Avenue and Harrison Avenue traffic counts**

City Engineer Donoghue provided an update on the traffic counts on Morse Avenue and Harrison Avenue per the committee's request to re-study in one year from their initial recommendation. The speed and volume results were very similar between the two studies, and the crash report did not indicate a significant issue on either corridor. No further analysis is recommended.

## **8. Adjournment**

The meeting was adjourned at 7:47 p.m.

Moved by: Thomas Allen  
Seconded by: Joe Labataille

Motion to adjourn the meeting.

Ayes (6): Carl Laubach, Clyde Esbri, Joe Labataille, Sean Dunlop, Thomas Allen, and Michael Tash

Motion Adopted (6 to 0)





## Royal Oak Citizens Traffic Committee Meeting

Tuesday, July 23, 2024, 6:30 p.m.

City Hall Commission Chambers Room 121

203 South Troy Street

Royal Oak, MI 48067

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 248-246-3050 at least two (2) business days prior to the meeting.

	Pages
1. Call to Order	
2. Roll Call and Preamble	2
3. Approval of Minutes	3
4. Public Comment for Items not on the Agenda	
5. Unfinished Business	
a. Request for Left Turn Signals on Crooks Road	9
6. New Business	
a. Request to install a No Left Turn sign for the Hazelton Apartments driveway on Williams Street near mid-block pedestrian crossing	13
b. Request for No Parking sign on the east side of Virginia Avenue at E. University Avenue	17
c. Request to remove guardrail adjacent to 3111 N. Main Street	21
d. Request to review traffic concerns on Kayser Avenue at E. Sixth Street intersection by Grant Park	28
e. Request to install guardrail in public right-of-way on northbound Coolidge Highway adjacent to 2804 Coolidge apartment complex	70
7. Information Only Items	
a. Results of Previous Traffic Committee Recommendations	
b. Update on Morse Avenue and Harrison Avenue traffic counts	89
8. Adjournment	

## **Royal Oak Citizens Traffic Committee Preamble**

"The Traffic Committee consists of Royal Oak property owners appointed by the City Commission. We are volunteers and are not paid or elected. What we decide tonight is merely a recommendation to the City Commission. If you do not agree with the findings or decisions of this committee, you may go before the City Commission and petition and/or discuss your issue with them. At this meeting you will be given an opportunity to speak during your item on the agenda. However, at the City Commission meeting, you must be recognized during "public comment" on their agenda, not when the Traffic Committee resolutions are being voted upon. Otherwise, you will not be able to voice your concerns.

It is important to understand that professionals make preliminary recommendations to the Traffic Committee. They consist of civil and traffic engineers, outside consultants and public safety officials. You may have been informed that these professionals have denied your request or petition. This denial does not mean that this committee will vote that way; however, we are committed to discussing the issues at hand in a pragmatic and sensible manner. Our ultimate recommendation to the City Commission will be one that benefits our citizens and community as a whole."



## Minutes

### Royal Oak Citizens Traffic Committee Meeting

May 28, 2024, 6:30 p.m.  
City Hall Commission Chambers Room 121  
203 South Troy Street  
Royal Oak, MI 48067

Present: Carl Laubach  
Clyde Esbri  
Dan Godek  
Joe Labataille  
Sean Dunlop

Absent: Austin Schneider  
Thomas Allen

Staff Present: Holly Donoghue  
Jennifer Caudill

---

#### 1. Call to Order

The meeting was called to order at 6:32 p.m.

#### 2. Roll Call and Preamble

#### 3. Approval of Minutes

Moved by: Carl Laubach  
Seconded by: Clyde Esbri

Motion to approve the previous meeting minutes.

Motion Adopted

#### 4. Public Comment for Items not on the Agenda

Chairperson Godek opened the floor for those to speak.

Mr. Alan Ashley, Vice President of Royal Oak Manor spoke. He requested a right turn only sign for vehicles exiting out of parking garage for a new development 222 E Sixth - the Hazelton. He also would like a 4-way stop at the intersection of Sixth and Williams due to increased pedestrian traffic. He asked for something to

be done regarding the street lighting on Williams, as the tree canopy blocks lighting on street.

**5. Rescheduled Items and Old Business**

**5.a Results of Previous Traffic Committee Recommendations**

The city engineer informed the committee of the city commission resolutions from the previous traffic committee recommendations.

**6. Agenda Items**

**6.a Request for 4-way stop at intersection of Woodlawn Avenue and Glendale Avenue**

The city engineer presented the staff analysis and recommendation for the request. Chairperson Godek opened the floor to those interested in speaking on this issue. No one came forward.

Moved by: Sean Dunlop  
Seconded by: Joe Labataille

Motion to accept staff recommendation to replace the north/south yield signs on Glendale Avenue at Woodlawn Avenue with stop signs (R1-1).

Ayes (5): Carl Laubach, Clyde Esbri, Dan Godek, Joe Labataille, and Sean Dunlop

Motion Adopted (5 to 0)

**6.b Request for left turn signals on Crooks Road**

The city engineer presented the staff analysis and recommendation for the request. Chairperson Godek opened the floor to those interested in speaking on this issue.

Kathleen London of 5132 Thorncroft Court spoke regarding her request. Her son was in an accident when trying to turn east onto Normandy Road from southbound Crooks towards the student parking lot. A vehicle going northbound on Crooks ran the yellow light and hit her son's vehicle when he was making the turn. No one was critically injured but the trauma of that accident still lasts. She stated that more students are using non-motorized transportation, and vehicles are avoiding other north/south roads due to reduced lanes, so there is increased vehicle traffic on Crooks. She thinks these intersections deserve special consideration because they are within a school zone.

No one else came forward and Chairperson Godek closed public comment on this item.

Member Clyde Esbri spoke in favor of adding a left turn phase due to the unique situation around the high school and having young, less experienced drivers.

Members discussed extending southbound green signal time on Crooks for a few seconds, while all other legs are red, or possibly increase the all-red time at the intersection. This could be less costly and only requires a programming change.

The city engineer noted that adding a left turn signal would affect traffic progression through the corridor and could potentially lead to more traffic back-ups. Because the signals were not warranted based on the study results, she did not analyze progression impacts or prepare cost estimates.

Carl spoke in favor of staff recommendation, based on this being a typical intersection and this teaches new drivers typical behavior for an intersection.

Moved by: Clyde Esbri

Seconded by: Carl Laubach

Motion to table this item and have the city engineer gather more information on costs, and alternative programming/timing options for both intersections.

Motion Adopted

#### **6.c Request for No Parking on one side of E. Parent Avenue**

The city engineer presented the staff analysis and recommendation for the request. Chairperson Godek opened the floor to those interested in speaking on this issue.

Caitlin Hall of 1222 Longfellow spoke against allowing parking on the north side, and would prefer the parking to be on the south side where the existing ADA parking spaces are already located. She is in favor of a future proposal going to the Park & Recreation Advisory Board to install nose-in parking on the north side of Lawson Park/south side of E. Parent.

Chris Ott of 1305 Anne spoke asking to table this item until the Park & Recreation Advisory Board completes their review of parking around Lawson Park. He is in agreement with Caitlin of protecting the mature trees and not allowing parking on the north side of the roadway.

No one else came forward and Chairperson Godek closed public comment on this item.

Engineer Donoghue gave information regarding the future Park & Recreation Advisory Board meeting.

Members Clyde Esbri and Sean Dunlop spoke about tabling the parking discussion until after parks meeting.

Chairperson Godek asked the petitioner and resident who spoke for their opinion on the proposed nose-in parking. They were both in favor.

Moved by: Carl Laubach

Seconded by: Clyde Esbri

Motion to install 'Dead End' and 'No Parking' signs at the dead end of E. Parent Avenue, east of Longfellow Avenue.

Ayes (4): Carl Laubach, Clyde Esbri, Dan Godek, and Sean Dunlop

Nays (1): Joe Labataille

Motion Adopted (4 to 1)

Moved by: Carl Laubach

Seconded by: Sean Dunlop

Motion to install 'No Parking' signs on the north side of E. Parent Avenue if the Park & Recreation advisory board approves nose-in parking at Lawson park; if nose-in parking is not approved, install 'No Parking' signs on the north side of E. Parent Avenue.

Ayes (2): Carl Laubach, and Sean Dunlop

Nays (3): Clyde Esbri, Dan Godek, and Joe Labataille

Motion Failed (2 to 3)

Moved by: Clyde Esbri

Seconded by: Joe Labataille

Motion to table parking restriction recommendations for E. Parent Avenue until Park & Recreation Advisory Board reviews nose-in parking for Lawson Park.

Motion Adopted

#### **6.d Request for stop sign at alley off Normandy Road**

The city engineer presented the staff analysis and recommendation for the request. Chairperson Godek opened the floor to those interested in speaking on this issue.

Patrick McGee of 4524 Elmhurst spoke about site distance issues for cars exiting the alleyway onto Normandy, cannot see pedestrians due to fence and trees. The only crosswalk on Normandy to cross Woodward is on the south side of the roadway, so you have to walk past the alley egress.

No one else came forward and Chairperson Godek closed public comment on this item.

Members discussed if this is more of a code enforcement concern due to the fence adjacent to the alley near the sidewalk causing a site distance issue.

Moved by: Sean Dunlop  
Seconded by: Joe Labataille

Motion to accept the staff recommendation to deny the request for a Stop sign within the public alley at the intersection of Normandy Road and the public alley, located east of Woodward Avenue.

Motion Adopted

#### **6.e Review and Amendment to Traffic Committee Bylaws**

The city engineer presented the staff review and recommendations for updates to the by-laws. Chairperson Godek opened the floor to those interested in speaking on this issue. No one came forward.

Members discussed if the police traffic safety officer who attends meetings should be included as an ex-officio member to clarify that he is not a voting member of the committee. Members also discussed if there was a need or reason to have an alternate on the committee.

Moved by: Clyde Esbri  
Seconded by: Carl Laubach

Motion to accept the staff recommendation to amend the Royal Oak Traffic Committee Bylaws as outlined in the attached document, to add the police traffic safety representative as an ex-officio member, and to cancel the practice of appointing an alternate member to the committee.

Motion Adopted

#### **6.f Reschedule July meeting**

Members were agreeable to moving the July 2024 meeting to the following Tuesday, as no other present members had any conflicts with the new proposed date.

Moved by: Clyde Esbri  
Seconded by: Carl Laubach

Motion to move the July Citizens Traffic Committee meeting to Tuesday, July 30, 2024.

Motion Adopted

**7. Information Only Items**

**8. Adjournment**

The meeting was adjourned at 7:52 p.m.

Moved by: Joe Labataille

Seconded by: Carl Laubach

Motion to adjourn.

Motion Adopted



## Royal Oak Traffic Committee

### AGENDA ITEM

<b>Title</b>	<b>Request for Left Turn Signals on Crooks Road</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Engineering</b>
<b>PRESENTER</b>	<b>Holly Donoghue, P.E.</b>
<b>MEETING DATE</b>	<b>July 23, 2024</b>

#### Requestor Concern:

At the May 28, 2024 traffic meeting, a request was reviewed from Kathleen London of 5132 Thorncroft Court requesting dedicated left turn signals at the intersections of:

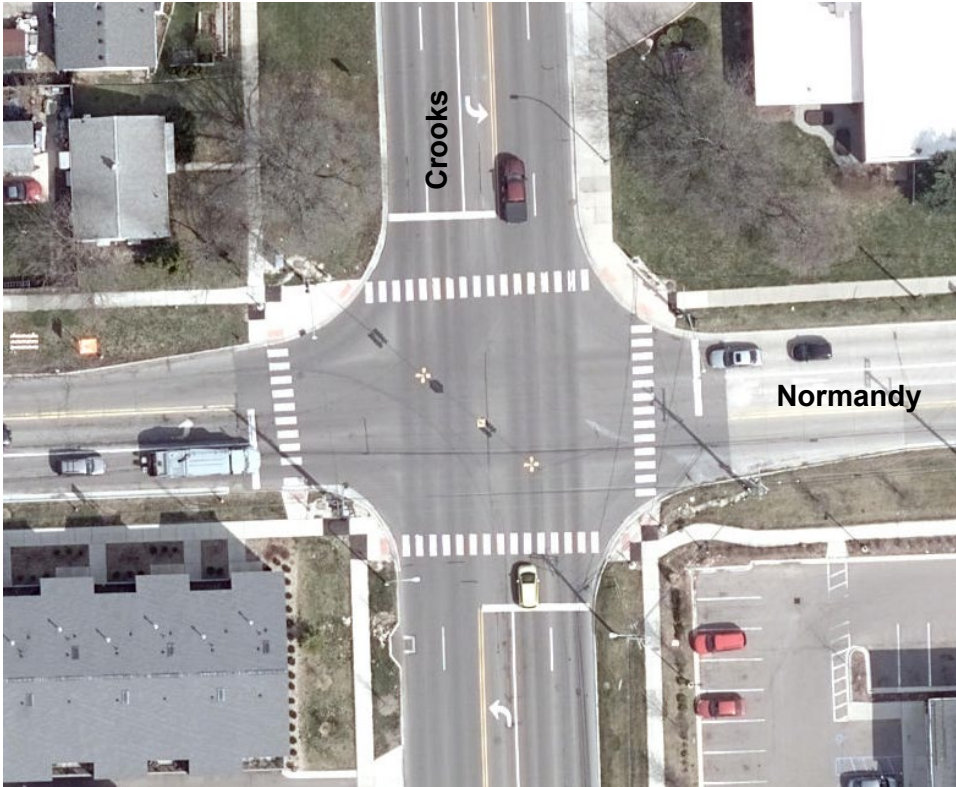
- Crooks Road at Lexington Boulevard
- Crooks Road at Normandy Road

Staff presented a warrant study performed by the Transportation Improvement Association (TIA) which showed that the warrants were not met for a dedicated left turn signal at either intersection. The committee considered installing left turn signals because these intersections are adjacent to Royal Oak High School, which has young drivers accessing the property each school day. The committee voted to table this item so the city engineer could gather information on costs, traffic impacts, and alternative programming/timing options for both intersections.

#### Staff Analysis:

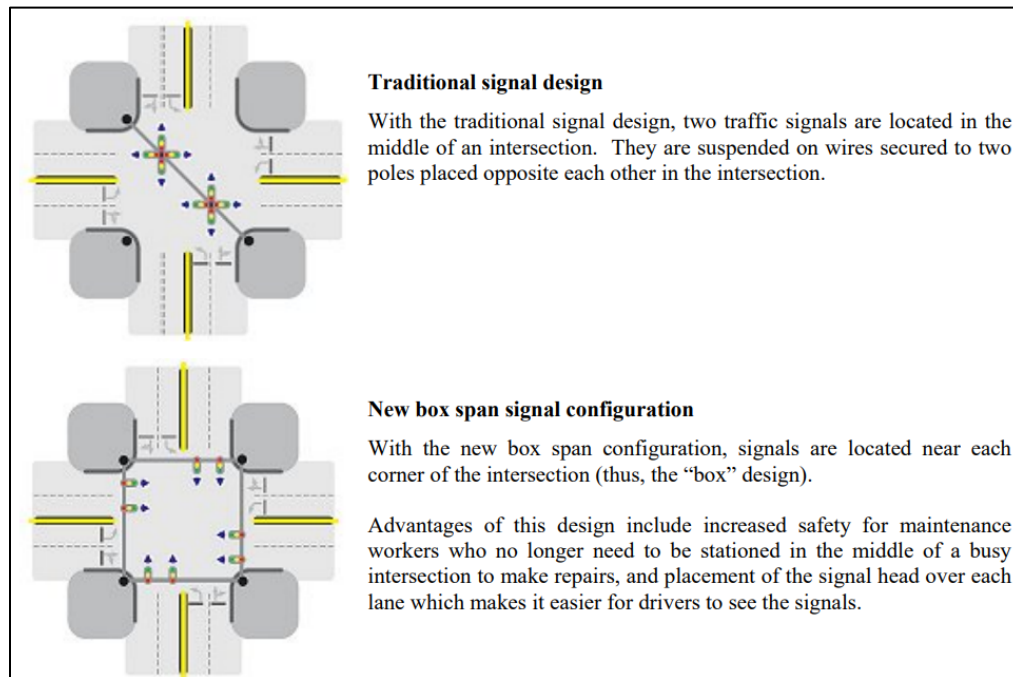
The Staff Traffic Committee has further reviewed this request and determined that:

1. Crooks Road is a 58-foot wide major road consisting of composite pavement with concrete curbing.
2. Lexington Boulevard is major road consisting of concrete pavement with 22-foot wide pavement on each side of the boulevard.
3. Normandy Road is a 37-foot wide major road consisting of composite pavement with concrete curbing west of Crooks, and concrete pavement east of Crooks.
4. Crooks/Lexington is a signalized intersection with no dedicated left turn signals in any direction. There is a dedicated left turn lane for southbound Crooks. Lexington does not have painted lane lines, but there is space for two lanes of traffic (left turns and right turns).
5. Crooks/Normandy is a signalized intersection with no dedicated left turn signals in any direction. There are dedicated left turn lanes in all directions.
6. An aerial view of the two intersections is provided below:



7.

8. The crash history for each intersection is as follows:
  - a. For Crooks/Lexington: Of the 13 reported crashes at the intersection (2021-2023), one was a southbound angle crash that could have potentially been avoided with installation of a left turn phase signal.
  - b. For Crooks/Normandy: Of the 29 reported crashes at the intersection (2021-2023), there were six crashes that were correctable with installation of a left turn phase signal (1 head-on left turn, 2 angle, 2 pedestrian involved, and 1 bike involved):
    - i. Two in the southbound direction
    - ii. Two in the eastbound direction
    - iii. Two in the westbound direction
9. The Transportation Improvement Association (TIA) performed a Left Turn Phase Warrant Study for each intersection using the Michigan Department of Transportation (MDOT) formulas. These reports are included in the attachments, and indicate that a dedicated left-turn signal is not warranted for either intersection in any direction.
10. Staff requested an opinion from its traffic consultant, Fleis and VandenBrink. Their professional opinion is that the dedicated left turn signals should not be installed. However, if the city wishes to move forward with left turn signals, they provided the following comments:
  - a. Both signals have a fair amount of capacity, and they did not think adding left turn time would significantly impact traffic backups.
  - b. Increasing the all-red time would not really help anything. It is typically 2-3 seconds (depends on speed of road), and the Normandy signals already have a 5-second delay.
  - c. Pedestrian and bicycle counts would not really factor into this decision. With left turn signals, there would be a “no walk” interval during a green left turn signal. Pedestrians and bicyclists could be crossing the road during a permissive left (blinking yellow).
  - d. If implemented, we would want to rerun the optimization study for Crooks Road (the city just optimized the timings along the corridor this year). This is estimated to cost \$3,000.
11. Staff presented this information to Carrier and Gable who provides traffic signal equipment and training services throughout Oakland County. Their professional opinion is that the dedicated left turn signals should not be installed. However, if the city wished to move forward with this effort, they provided the following comments:
  - a. The city upgraded these signals with camera detection systems and new cabinets in 2022-23, but signal heads are still on a span wire and are rather old. Note that “span wire intersections” include cables that run diagonally across the intersection. Current best practice is to install “box span intersections.” A snippet from an MDOT traffic signal guide helps explain the difference:



- b. Normandy and Crooks – because of the span wire configuration at Normandy and Crooks, installing the left turn signals is a little more complicated. There must be two signals for the thru-movement in each direction, and they must be located to the right of the left-turn signal. Staff prepared a layout of the traffic signal heads to see if they could be installed on the existing span wire and still meet the required spacing stipulated in the MMUTCD. The signal heads must be spaced a minimum of 8 feet laterally (in perpendicular direction) and must be between 40 feet and 120 feet from each stop bar. Because of the number of signal heads required, it was not possible to achieve both spacing constraints. Therefore, installation of dedicated left turn signals here must be done by replacing the intersection with a box span configuration. A detailed cost was not performed as this requires a more in-depth design with utility and foundation analysis. In general, upgrading a span-wire to a box-span configuration costs roughly \$250,000 to \$350,000.
- c. Lexington and Crooks – This intersection is simpler to upgrade. One additional traffic signal head and one left-turn signal will be required for southbound traffic. Carrier and Gable recommends installing a dual head to achieve this:



Additionally, vehicle detection pucks would need to be installed in the southbound left turn lane to optimize traffic flow. Estimated cost: \$24,000.

12. Note that funding is not allocated for this work, and so roadwork may need to be removed from the city's capital improvement plan in order to fund one or both of these intersections.
13. Staff relies on data and best practice to make recommendations. Considering the data presented in the left-turn warrant studies, staff maintains the same recommendation that left-turn signals should not be installed at these two intersections.

**Suggested Staff Recommendation: To deny the request for dedicated left-turn traffic signals at the intersections of Crooks/Normandy and Crooks/Lexington.**

Estimated cost: \$0

## Royal Oak Traffic Committee

### AGENDA ITEM

<b>Title</b>	<b>Request to install a no left turn sign for Hazelton Apartment driveway on Williams Street near mid-block pedestrian crossing</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Engineering</b>
<b>PRESENTER</b>	<b>Holly Donoghue, P.E.</b>
<b>MEETING DATE</b>	<b>July 23, 2024</b>

#### Requestor Concern:

A request was received from Alan Ashley of 606 Williams Street to install a “no left turn” sign at the driveway out of the parking garage for the Hazelton Apartments development located at the corner of Williams Street and E. Sixth Street. He states this would be to protect Royal Oak Manor residents that cross Williams to get to the parking lot.

#### Staff Analysis:

The Staff Traffic Committee has reviewed this request and determined that:

1. Williams Street is a 37-foot wide major road consisting of composite pavement with concrete curb.
2. There are metered parking lanes on both sides of the road. There is a mid-block pedestrian crossing between Royal Oak Manor and the parking lot on the east side of Williams Street.
3. The three-year (2021-2023) accident report shows one accident at the corner of E. Sixth Street and Williams Street in which a vehicle traveling south on Williams struck a vehicle crossing the intersection going east on Sixth.
4. The Hazelton Apartments project is still under construction. The proposed driveway approach for the Hazelton Apartments parking garage is shown below. The existing pedestrian crosswalk across Williams is skewed, and the distance between exiting vehicles and the northern edge of the crosswalk varies between 27 and 36 feet laterally as shown below:





**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Engineering Division](#)  
**Subject:** Online Form Submittal: Traffic Committee Request  
**Date:** Monday, June 17, 2024 6:37:54 PM

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## Traffic Committee Request

**Please complete required fields and submit.**

Name	Alan R Ashley
Email Address	arashley1946@yahoo.com
Street Address	606 Williams ST. Apt 602
Phone Number	2489350466
Location of Concern	Williams Street between 6th and 7th streets
Type of Issue	Traffic or pedestrian signal
Detailed Description of Concern	As shown in the picture that I gave Holly, the entrance into and exit from the underground parking for the Hazelton Apartments across from Royal Oak Manor. The crosswalk from Royal Oak Manor and our parking lot on William Street.
Proposed Solution	As I stated in the last traffic committee meeting, I would like a stop sign and no left turn at the Hazelton Apartments at 6th and Williams. Also, a four way stop at 6th and Williams. The four way is because of the future increase in traffic. The no left turn is to protect Royal oak Manor resident that cross to get to their cars in our parking lot.
Media Upload	<i>Field not completed.</i>
Important	I have the reviewed the Traffic Committee's Frequently Asked Questions (FAQ) regarding traffic requests and concerns

(Section Break)

### Neighborhood Support

Analyzing traffic requests can take a significant amount of staff time, and we require neighborhood support for a particular issue before beginning review.

Please provide at least two neighbors' contact information, who are in agreement with your concerns or request. **They must be from separate households.** They will be notified if this item is brought to the

Traffic Committee.

Name	Carson Kruger
Address	606 S. Williams Street
Email	ck.cplpistol@gmail.com
Name	Michael Huggie
Address	606 S. Williams Street
Email	mheggie45@aol.com

Email not displaying correctly? [View it in your browser.](#)



## Royal Oak Traffic Committee

### AGENDA ITEM

<b>Title</b>	<b>Request for No Parking Sign on the east side of Virginia Avenue at E. University Avenue</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Engineering</b>
<b>PRESENTER</b>	<b>Holly Donoghue, P.E.</b>
<b>MEETING DATE</b>	<b>July 23, 2024</b>

#### Requestor Concern:

A request was received from Cary Mergele of 230 Virginia Avenue to install a No Parking sign between her driveway and the corner of E. University Avenue. She states vehicles are constantly trying to park in the 25-feet between the edge of her driveway and the intersection, which is illegal and dangerous since it impedes sight distance for oncoming traffic.

#### Staff Analysis:

The Staff Traffic Committee has further reviewed this request and determined that:

1. Virginia Avenue is a 27-foot wide local road consisting of asphalt pavement with concrete curbing.
2. E. University Avenue is a 27-foot wide major road consisting of composite pavement with concrete curbing.
3. The three-year (2021-2023) accident report shows no crashes at the subject location.
4. Permit parking is allowed on the east side of Virginia Avenue north of E. University Avenue and no parking is allowed on the west side. There was previously a "no parking beyond sign" on the east side of the intersection, and it appears it was removed in 2021 and not replaced for unknown reasons. See existing signage below.



5. Per the Michigan Vehicle Code, parking is not allowed within 20 feet of a crosswalk, or if there is not a crosswalk, then within 15 feet of the intersection of property lines at an intersection of highways.
6. With this in mind, "no parking beyond" signage should be installed where shown below to prohibit parking within 15 feet of the intersection of E. University Avenue.

**Suggested Staff Recommendation: Install a "No Parking Beyond Sign" sign north of the driveway approach at 230 Virginia Avenue.**

Estimated cost: \$300

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Engineering Division](#)  
**Subject:** Online Form Submittal: Traffic Committee Request  
**Date:** Wednesday, May 8, 2024 6:50:08 AM

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## Traffic Committee Request

Traffic Request Form

**Please complete required fields and submit.**

Name	Cary Mergele
Email Address	cmergele@mergelelaw.com
Street Address	230 VIRGINIA AVE
Phone Number	5862308413
Location of Concern	East side of Virginia Avenue, south of E. University Avenue
Type of Issue	Parking
Detailed Description of Concern	<p>I live at the SE corner of Virginia and University, and I have two issues:</p> <p>1. Cars are constantly trying to park in the 25 feet between the edge of my driveway and the intersection of Virginia and University. It is dangerous and illegal, as oncoming cars cannot see the traffic when a vehicle is parked at the intersection. There are No Parking signs at other similarly-situated intersections to prevent such parking, and I respectfully request such a No Parking sign.</p> <p>2. Virginia Avenue north of E. University Avenue, on the east side, is already deemed Permit Parking Only, with appropriate signs. All of Virginia Avenue on the west side is deemed No Parking, with appropriate signs. I was informed by the prior homeowner that Virginia Avenue south of E. University Avenue, on the east side, was also deemed Permit Parking Only, but there are no signs. I respectfully request signage. Because our street is so close to downtown, non-residents are constantly parking in this very small stretch, in order to walk to downtown, and avoid parking garages.</p>
Proposed Solution	See above. I respectfully request a No Parking sign, at the SE intersection of Virginia and University. I also respectfully request a Permit Parking Only designation, and signage, on the east side of Virginia Avenue, south of University.
Media Upload	<i>Field not completed.</i>

I have reviewed the Traffic Committee's Frequently Asked

## Important

Questions (FAQ) regarding traffic requests and concerns

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(Section Break)

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### Neighborhood Support

Analyzing traffic requests can take a significant amount of staff time, and we require neighborhood support for a particular issue before beginning review.

Please provide at least two neighbors' contact information, who are in agreement with your concerns or request. **They must be from separate households.** They will be notified if this item is brought to the Traffic Committee.

---

Name	Whitney Marx
Address	312 E University Ave
Email	whitney.marx@marxmoda.com
Name	Laurie Thelan
Address	302 Virginia Ave
Email	lrotary@hotmail.com

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Email not displaying correctly? [View it in your browser.](#)

## Royal Oak Traffic Committee

### AGENDA ITEM

<b>Title</b>	<b>Request to remove guardrail adjacent to 3111 N. Main Street</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Engineering</b>
<b>PRESENTER</b>	<b>Holly Donoghue, P.E.</b>
<b>MEETING DATE</b>	<b>July 23, 2024</b>

#### Requestor Concern:

A request was received from Kan Yob of 3111 N. Main Street to eliminate the guardrail in the public right-of-way adjacent to his driveway approach. He said when driving north it is extremely difficult to turn in the driveway without hitting the guardrail.

#### Staff Analysis:

The Staff Traffic Committee has further reviewed this request and determined that:

1. N. Main Street is a 40-foot wide minor arterial road consisting of composite pavement with concrete curbing.
2. The city installed a 4-to-3 lane conversion on N. Main Street between 12 Mile and 13 Mile in 2018. There are bike lanes and no parking is allowed on either side of the road. This change has created a larger gap between vehicular traffic and pedestrian traffic along N. Main Street.
3. A three-year accident history (2021-2023) was collected for this area of Main Street, and there were three accidents. None of them resulted in driving off the road.
4. It is not clear why the guardrail was installed at these locations, but it is assumed it was installed to protect obstructions such as trees and utility poles or pedestrians on the sidewalk.
5. According to the AASHTO Roadside Design Guide the following comments are applicable:
  - a. Guardrail should only be considered if the result of a car hitting the guardrail will be less severe than the car hitting the unshielded object.
  - b. A "clear zone" of 14 to 16 feet is ideal for N. Main Street (speed limit is less than 40 mph and average daily traffic > 6,000 vehicles per day) per Table 3-1 in the design guide.
  - c. In urban areas with road curbing, a recommended goal is to achieve at least 4 feet of lateral offset between the face of curb and possible obstructions. However, a minimum clearance of 1.5 feet between the face of curb and obstructions should be provided (Section 10.1.3.1).



- d. There are no objective criteria for determining if guardrail should be used to shield pedestrians and engineering judgement should be used. Crash history should be considered in determining the need for roadside treatment.
  - e. Guardrails too close to the traveled way can sometimes cause accidents or driver discomfort.
6. The existing face of the guardrail ranges from 0.8 to 1.3 feet from the face of curb which is less than the recommended minimum 1.5-foot separation. There is 4.5 feet between the face of curb and the existing edge of sidewalk, which equates to 13.5 feet between the vehicle lane and the sidewalk.
  7. There are no objects in the ROW the guardrail appears to be shielding.
  8. Considering the lack of accident history and items that require shielding, guardrail does not appear to be warranted here and can be removed. The remainder of the guardrail in this area should be studied for potential removal with the N. Main Street resurfacing project slated for 2028. DPS indicated that they can perform the removal work in-house and restore the disturbed area with topsoil and seed.



**Suggested Staff Recommendation: Remove approximately 30 feet of guardrail in front of 3111 N. Main Street.**

Estimated cost: \$1,500



## Transportation Improvement Association

### Main Street Guardrail

**#1**    **Location:** N MAIN (3.071) 16 feet Sof E LAWRENCE AVE    **Crash ID:** 2253547  
**Date:** 04/07/2021    **Day:** Wed    **Hour:** 5am    **Weather:** cloudy    **Roadway:** dry    **Light:** dark/ltd  
**Injy K:** 0    **Injy A:** 0    **Injy B:** 0    **Injy C:** 0    **Injy 0:** 0    **How:** single  
**CVT:** Royal Oak    **Area:** straight    **HBD:** N    **Drugs:** N    **Complaint #:** 210010613

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1		go straight	other non-fixed obj	none	none	none	unknown	car	ctrfront

**UD10:** [2253547](#)

**#2**    **Location:** W LAWRENCE (0.073) 74 feet Wof N MAIN ST    **Crash ID:** 2343275  
**Date:** 08/01/2021    **Day:** Sun    **Hour:** 3pm    **Weather:** clear    **Roadway:** dry    **Light:** day  
**Injy K:** 0    **Injy A:** 0    **Injy B:** 0    **Injy C:** 0    **Injy 0:** 1    **How:** back  
**CVT:** Royal Oak    **Area:** straight    **HBD:** N    **Drugs:** N    **Complaint #:** 210024472

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1	E	backing	veh in transpt	none	none	none	imprp backing	truck/bus	ctrrear
2	W	nodriver parked	veh in transpt	none	none	none	none	car	lftrear

**UD10:** [2343275](#)

**#3**    **Location:** N MAIN (3.07) 20 feet Sof E LAWRENCE AVE    **Crash ID:** 2970817  
**Date:** 08/18/2023    **Day:** Fri    **Hour:** 3pm    **Weather:** clear    **Roadway:** dry    **Light:** day  
**Injy K:** 0    **Injy A:** 0    **Injy B:** 0    **Injy C:** 1    **Injy 0:** 1    **How:** rr-end  
**CVT:** Royal Oak    **Area:** straight    **HBD:** N    **Drugs:** N    **Complaint #:** 230029605

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1	N	slow/stop on rd	veh in transpt	none	none	none	unable to stop	car	ctrfront
2	N	stop on road	veh in transpt	none	none	none	none	car	ctrrear

**UD10:** [2970817](#)

## Crash Type

Count	Type
0	uncoded
1	single
0	head-on
0	head-on/lt
0	angle
1	rr-end
0	rr-end/lt
0	rr-end/rt
0	ss-same
0	ss-opp
1	back
0	other
0	unknown
<b>Totals</b>	<b>3</b>

## Lighting Conditions

Count	Type
0	uncoded
2	day
0	dawn
0	dusk
1	dark/ltl
0	dark/unltd
0	other
0	unknown
<b>Totals</b>	<b>3</b>

## Weather Conditions

Count	Type
0	uncoded
2	clear
1	cloudy
0	fog
0	rain
0	snow
0	wind
0	sleet/hail
0	blowing snow
0	blowing sand
0	smoke
0	unknown
<b>Totals</b>	<b>3</b>

## Road Condition

Count	Type
0	uncoded
3	dry
0	wet
0	ice
0	snow
0	mud
0	slush
0	debris
0	water
0	sand
0	oily
0	other
0	unknown
<b>Totals</b>	<b>3</b>

## Crashes by Month

Count	Type
0	January
0	February
0	March
1	April
0	May
0	June
0	July
2	August
0	September
0	October
0	November
0	December
<b>Totals</b>	<b>3</b>

## Hazardous Action

Count	Type
2	none
0	speeding
0	spd too slow
0	failed to yield
0	disgrd traffic cntrl
0	wrong way
0	left of center
0	imprp passing
0	imprp lane use
0	imprp turn
0	imprp/no signal
1	imprp backing
1	unable to stop
0	other
1	unknown
0	reckls driving
0	carels driving
<b>Totals</b>	<b>5</b>

## Unit Type

Count	Type
0	Bicyclist
0	Engineer
5	Vehicle
0	Pedestrian
<b>Totals</b>	<b>5</b>

## Crashes by Year

Count	Type
2	2021
1	2023
<b>Totals</b>	<b>3</b>



## Crash Severity

	Fatal	A	B	C	No Injy	Total
Persons	0	0	0	1	0	1
Crashes	0	0	0	1	2	3

## Alcohol in Crashes

	Fatal	A	B	C	PDO	Total
Drinking	0	0	0	0	0	0
Not Drinking	0	0	0	1	2	3
Totals	0	0	0	1	2	3

## Crashes per Hour by Day

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
12a-1a	0	0	0	0	0	0	0	0
1a-2a	0	0	0	0	0	0	0	0
2a-3a	0	0	0	0	0	0	0	0
3a-4a	0	0	0	0	0	0	0	0
4a-5a	0	0	0	0	0	0	0	0
5a-6a	0	0	0	1	0	0	0	1
6a-7a	0	0	0	0	0	0	0	0
7a-8a	0	0	0	0	0	0	0	0
8a-9a	0	0	0	0	0	0	0	0
9a-10a	0	0	0	0	0	0	0	0
10a-11a	0	0	0	0	0	0	0	0
11a-12p	0	0	0	0	0	0	0	0
12p-1p	0	0	0	0	0	0	0	0
1p-2p	0	0	0	0	0	0	0	0
2p-3p	0	0	0	0	0	0	0	0
3p-4p	1	0	0	0	0	1	0	2
4p-5p	0	0	0	0	0	0	0	0
5p-6p	0	0	0	0	0	0	0	0
6p-7p	0	0	0	0	0	0	0	0
7p-8p	0	0	0	0	0	0	0	0
8p-9p	0	0	0	0	0	0	0	0
9p-10p	0	0	0	0	0	0	0	0
10p-11p	0	0	0	0	0	0	0	0
11p-12a	0	0	0	0	0	0	0	0
Totals	1	0	0	1	0	1	0	3

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Engineering Division](#)  
**Subject:** Online Form Submittal: Traffic Committee Request  
**Date:** Monday, May 13, 2024 10:15:15 AM

---

## Traffic Committee Request

**Please complete required fields and submit.**

Name	Kob
Email Address	kob.yan0505@gmail.com
Street Address	3111 N main st
Phone Number	248-506-5484
Location of Concern	Front of my house - Guard Rail
Type of Issue	Other
Detailed Description of Concern	The guardrail keeps hitting my car when I turn into my home coming from the north
Proposed Solution	1. Eliminate guardrail all together
Media Upload	<i>Field not completed.</i>
Important	I have the reviewed the Traffic Committee's Frequently Asked Questions (FAQ) regarding traffic requests and concerns

(Section Break)

### Neighborhood Support

Analyzing traffic requests can take a significant amount of staff time, and we require neighborhood support for a particular issue before beginning review.

Please provide at least two neighbors' contact information, who are in agreement with your concerns or request. **They must be from separate households.** They will be notified if this item is brought to the Traffic Committee.

Name	John Dimmer
Address	3107 N Main st

Email	gus.diemer@gmail.com
Name	Jesse Peterson
Address	3115 N. Main st
Email	jessie13@wowway.com

Email not displaying correctly? [View it in your browser.](#)

## Royal Oak Traffic Committee

### AGENDA ITEM

<b>Title</b>	<b>Request to review speeding, safety and cut through issues on Kayser Avenue at E. Sixth Street intersection by Grant Park</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Engineering</b>
<b>PRESENTER</b>	<b>Holly Donoghue, P.E.</b>
<b>MEETING DATE</b>	<b>July 23, 2024</b>

#### Requestor Concern:

A request was received from Jason Kassab of 712 Kayser, Matt Curtis of 716 Kayser, Edward Reedy of 719 Kayser, and Tammy Rossilli of 706 Kayser to review safety concerns at the intersection of Kayser Avenue and E. Sixth Street near Grant Park due to speeding and cut-thru traffic. They state that vehicles speed up the block and use Kayser as a cut-thru to get to Fourth Street or 11 Mile Road from Lincoln Avenue. When vehicles are parked around the intersection due to events or kids' games at Grant Park, it restricts the sight distance for vehicles travelling through the intersection in all directions. There are currently stop signs for east/west traffic but not for north/south. To reduce the speeding and cut-thru traffic and increase safety for pedestrians using the park and drivers at the intersection they would like to see a 4-way stop installed.

#### Staff Analysis:

The Staff Traffic Committee has further reviewed this request and determined that:

1. Kayser Avenue and E. Sixth Street are both 27-foot wide local roads consisting of composite pavement with concrete curbing.
2. Grant Park is located in the northeast corner of the intersection, and there is no parking allowed along the park frontage. Parking is not allowed on the south side of E. Sixth Street west of the intersection.
3. The three-year (2021-2023) accident report shows no crashes on Kayser between Fifth and Sixth Street and three crashes between Lincoln and Sixth Street, all related to traffic hitting parked vehicles.
4. The image below shows the study location and existing stop signs in the area.



5. The city requested traffic measurements from the TIA for speed and traffic volume, which were measured from May 20-22, 2024:

Kayser Avenue	85th Percentile Speed (mph)	Vehicles Per Day
Lincoln Ave. to E. Sixth St.	26	390
E. Sixth St. to E. Fifth St.	24	495

6. The data does not indicate a speeding issue on either block. The volume of traffic is in the low range for a residential local street (0 to 600 vehicles per day).
7. The city concurs with the MMUTCD that the purpose of regulatory signs is to promote safe traffic and pedestrian movements and actions. The city also concurs with national studies that indicate inappropriately placed stop signs do not necessarily lessen speeding and have resulted in higher speeds.
8. The following MMUTCD criteria is used to determine if a multi-way stop application is warranted:
  - Five or more reported crashes in a 12-month period
  - Vehicular volume from the major street averages at least 300 vehicles per hour for any 8 hours
  - Vehicular, pedestrian, and bike volume from the minor approach averages 200 units per hour for the same 8 hours
  - High pedestrian volumes (exceeding 100 per hour)
  - Sight distance issues
9. The warrants for crash history and traffic volumes are not met. However, staff noticed that cars park very close to the intersection during busy times, and so there could be potential sight distance issues for eastbound and westbound cars that are stopped at the existing stop signs.



10. The recommended stopping sight distance required for a 25 mph street is 155 feet (MDOT Sight Distance Guidelines). An analysis of the current conditions indicates that the sight distance is inadequate for eastbound drivers (80 feet to the north and 69 feet to the south) and westbound drivers (79 feet to the south, view to the north is unobstructed).
11. With these findings, there are two options to improve safety at the intersection:
  - a. Install a 4-way stop.
  - b. Prohibit parking away from the intersection such that the available sight distance becomes 155 feet. This results in losing a total of six parking spaces around the intersection as shown below.



12. Considering how popular this park is, eliminating these parking spaces will be a hardship for park users and cause additional congestion in other parts of the surrounding neighborhood. For this reason, staff recommends installing a 4-way stop at this intersection. When studying this location, staff noticed that the nearby intersection of Lawson Street and E. Sixth Street (a T-intersection) does not have a stop sign for northbound Lawson, and recommends installing one.

**Suggested Staff Recommendation: To install stop signs at Kayser Avenue and E. Sixth Street to create a 4-way stop intersection, and to install “all-way” plaques on all four stop signs; to install a stop sign for northbound Lawson Street traffic at E. Sixth Street.**

Estimated cost: \$700

There are no records to display for the search criteria you have specified.  
Please click the "HOME" button and change your search criteria.

[Crash History, Kayser Ave, E 5th St to E 6th St, 3-Year Plus 2021-2024](#)



## Transportation Improvement Association

### Crash History, Kayser Ave, E 6th St to Lincoln Ave, 3-Year+ 2021-2024

**#1**    **Location:** NB KAYSER (0.009) 48 feet Nof LINCOLN    **Crash ID:** 2385392  
**Date:** 09/21/2021    **Day:** Tue    **Hour:** 10a    **Weather:** cloudy    **Roadway:** dry    **Light:** day  
**Injy K:** 0    **Injy A:** 0    **Injy B:** 0    **Injy C:** 0    **Injy 0:** 1    **How:** ss-same  
**CVT:** Royal Oak    **Area:** straight    **HBD:** N    **Drugs:** N    **Complaint #:** 210030777

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1	N	go straight	veh in transpt	none	none	none	imprp passing	car	rtside
2	N	nodriver parked	veh in transpt	none	none	none	none	truck/bus	lftside

**UD10:** [2385392](#)

**#2**    **Location:** KAYSER (0.008) 40 feet Nof E LINCOLN AVE    **Crash ID:** 2982651  
**Date:** 08/29/2023    **Day:** Tue    **Hour:** 4pm    **Weather:** clear    **Roadway:** dry    **Light:** day  
**Injy K:** 0    **Injy A:** 0    **Injy B:** 0    **Injy C:** 0    **Injy 0:** 0    **How:** back  
**CVT:** Royal Oak    **Area:** straight    **HBD:** N    **Drugs:** N    **Complaint #:** 230031100

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1		unknown	veh parked	none	none	none	unknown	car	none
2	N	nodriver parked	veh in transpt	none	none	none	none	car	ctrfront

**UD10:** [2982651](#)

**#3**    **Location:** KAYSER (0.068) 360 feet Nof E LINCOLN    **Crash ID:** 3010259  
**Date:** 10/02/2023    **Day:** Mon    **Hour:** 4pm    **Weather:** unknown    **Roadway:** unknown    **Light:** unknown  
**Injy K:** 0    **Injy A:** 0    **Injy B:** 0    **Injy C:** 0    **Injy 0:** 0    **How:** ss-same  
**CVT:** Royal Oak    **Area:** parking    **HBD:** N    **Drugs:** N    **Complaint #:** 230035044

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1		unknown	veh in transpt	none	none	none	unknown	car	none
2	E	nodriver parked	veh parked	none	none	none	none	car	lftside

**UD10:** [3010259](#)



## Crash Type

Count	Type
0	uncoded
0	single
0	head-on
0	head-on/lt
0	angle
0	rr-end
0	rr-end/lt
0	rr-end/rt
2	ss-same
0	ss-opp
1	back
0	other
0	unknown
<b>Totals</b>	<b>3</b>

## Lighting Conditions

Count	Type
0	uncoded
2	day
0	dawn
0	dusk
0	dark/ltl
0	dark/unltd
0	other
1	unknown
<b>Totals</b>	<b>3</b>

## Weather Conditions

Count	Type
0	uncoded
1	clear
1	cloudy
0	fog
0	rain
0	snow
0	wind
0	sleet/hail
0	blowing snow
0	blowing sand
0	smoke
1	unknown
<b>Totals</b>	<b>3</b>

## Road Condition

Count	Type
0	uncoded
2	dry
0	wet
0	ice
0	snow
0	mud
0	slush
0	debris
0	water
0	sand
0	oily
0	other
1	unknown
<b>Totals</b>	<b>3</b>

## Crashes by Month

Count	Type
0	January
0	February
0	March
0	April
0	May
0	June
0	July
1	August
1	September
1	October
0	November
0	December
<b>Totals</b>	<b>3</b>

## Hazardous Action

Count	Type
3	none
0	speeding
0	spd too slow
0	failed to yield
0	disrgd traffic cntrl
0	wrong way
0	left of center
1	imprp passing
0	imprp lane use
0	imprp turn
0	imprp/no signal
0	imprp backing
0	unable to stop
0	other
2	unknown
0	reckls driving
0	carels driving
<b>Totals</b>	<b>6</b>

## Unit Type

Count	Type
0	Bicyclist
0	Engineer
6	Vehicle
0	Pedestrian
<b>Totals</b>	<b>6</b>

## Crashes by Year

Count	Type
1	2021
2	2023
<b>Totals</b>	<b>3</b>

## Crash Severity

	Fatal	A	B	C	No Injy	Total
Persons	0	0	0	0	0	0
Crashes	0	0	0	0	3	3

## Alcohol in Crashes

	Fatal	A	B	C	PDO	Total
Drinking	0	0	0	0	0	0
Not Drinking	0	0	0	0	3	3
Totals	0	0	0	0	3	3

## Crashes per Hour by Day

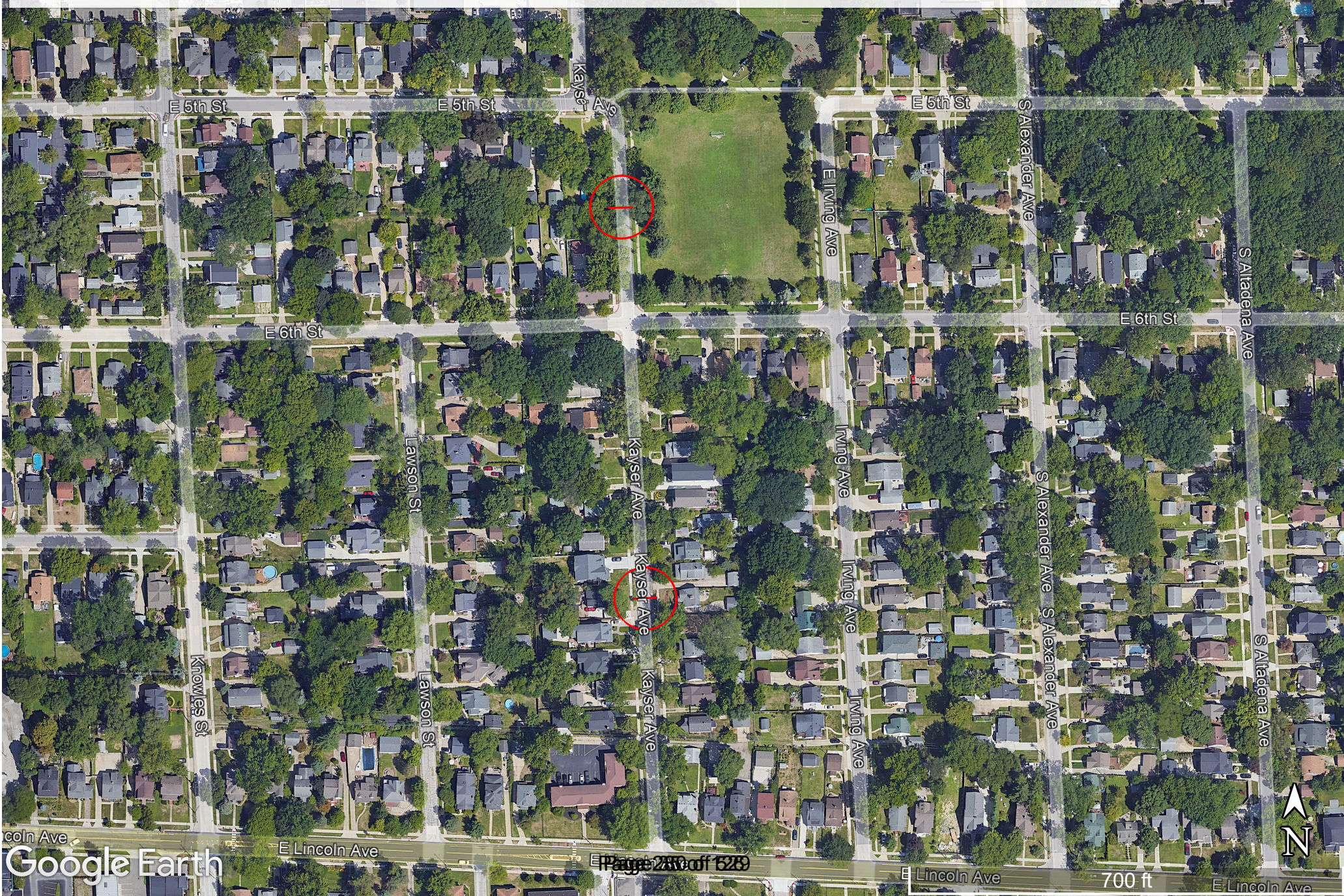
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
12a-1a	0	0	0	0	0	0	0	0
1a-2a	0	0	0	0	0	0	0	0
2a-3a	0	0	0	0	0	0	0	0
3a-4a	0	0	0	0	0	0	0	0
4a-5a	0	0	0	0	0	0	0	0
5a-6a	0	0	0	0	0	0	0	0
6a-7a	0	0	0	0	0	0	0	0
7a-8a	0	0	0	0	0	0	0	0
8a-9a	0	0	0	0	0	0	0	0
9a-10a	0	0	0	0	0	0	0	0
10a-11a	0	0	1	0	0	0	0	1
11a-12p	0	0	0	0	0	0	0	0
12p-1p	0	0	0	0	0	0	0	0
1p-2p	0	0	0	0	0	0	0	0
2p-3p	0	0	0	0	0	0	0	0
3p-4p	0	0	0	0	0	0	0	0
4p-5p	0	1	1	0	0	0	0	2
5p-6p	0	0	0	0	0	0	0	0
6p-7p	0	0	0	0	0	0	0	0
7p-8p	0	0	0	0	0	0	0	0
8p-9p	0	0	0	0	0	0	0	0
9p-10p	0	0	0	0	0	0	0	0
10p-11p	0	0	0	0	0	0	0	0
11p-12a	0	0	0	0	0	0	0	0
Totals	0	1	2	0	0	0	0	3



# Royal Oak - Kayser Ave, E Lincoln Ave to E 5th St, Count Locations Map

3-Day (72-Hour) Volume & Speed Counts (2-Locations):

1. Kayser Ave, btwn E 5th St & E 6th St
2. Kayser Ave, btwn E 6th St & E Lincoln Ave





# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2

Station ID:

Location 1: Kayser Ave btwn E 6th St and E 5th St

Location 2: Royal Oak

Location 3:

Location 4:

Direction: NB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/20/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	1	0	0	0	0	0	2	5	2	0	0	0	0	10
10:00	0	0	0	0	1	1	4	4	2	0	0	0	0	12
11:00	0	0	0	0	0	1	6	3	0	1	0	0	0	11
12:00 PM	0	0	0	0	0	0	3	7	6	1	0	0	0	17
1:00	0	0	0	0	0	2	2	4	0	0	0	0	0	8
2:00	0	0	0	0	1	4	6	2	1	2	0	0	0	16
3:00	0	0	0	1	2	1	4	4	0	0	1	0	0	13
4:00	0	0	0	1	2	2	3	5	1	1	0	0	0	15
5:00	0	0	0	5	2	4	6	4	2	2	0	0	0	25
6:00	0	0	1	3	5	4	3	5	0	0	0	0	0	21
7:00	0	0	0	0	3	5	2	4	3	0	0	0	0	17
8:00	0	0	0	0	0	0	3	0	1	0	0	0	0	4
9:00	1	0	0	0	1	1	1	2	0	0	0	0	0	6
10:00	0	0	0	0	0	0	0	0	2	0	0	0	0	2
11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	2	0	1	10	17	25	45	49	20	7	1	0	0	177

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2  
 Station ID:  
 Location 1: Kayser Ave btwn E 6th St and E 5th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: NB

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/21/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	1	0	0	0	1
3:00	0	0	0	0	0	1	1	0	0	0	0	0	0	2
4:00	0	0	0	0	0	0	0	2	0	0	0	0	0	2
5:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
6:00	0	0	0	1	1	0	2	2	2	0	0	0	0	8
7:00	0	0	0	0	0	2	3	6	4	0	0	0	0	15
8:00	0	0	0	0	0	7	3	2	2	0	0	0	0	14
9:00	0	0	0	0	2	3	7	7	3	0	0	0	0	22
10:00	0	0	0	1	0	3	3	0	1	0	0	0	0	8
11:00	0	0	0	1	2	2	3	2	0	0	0	0	0	10
12:00 PM	0	0	0	1	1	4	6	2	0	0	0	0	0	14
1:00	1	0	0	1	1	6	4	3	0	0	0	0	0	16
2:00	0	0	0	0	1	4	5	5	2	1	0	0	0	18
3:00	0	0	0	1	0	2	8	1	1	0	0	0	0	13
4:00	0	0	0	0	3	2	4	5	3	0	0	0	0	17
5:00	0	0	0	0	3	5	6	5	5	1	0	0	0	25
6:00	0	0	0	0	1	3	7	8	1	0	0	0	0	20
7:00	0	0	0	0	0	2	2	2	2	0	0	0	0	8
8:00	0	0	0	0	1	2	3	2	2	0	0	0	0	10
9:00	0	0	0	1	0	0	1	2	0	0	0	0	0	4
10:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
11:00	0	0	0	0	0	0	2	0	0	0	0	0	0	2
Total	1	0	1	7	16	49	71	56	28	3	0	0	0	232

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2  
 Station ID:  
 Location 1: Kayser Ave btwn E 6th St and E 5th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: NB

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/22/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	1	1	0	0	0	0	0	0	2
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	1	0	1	0	0	0	0	2
4:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
5:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
6:00	0	0	0	0	1	3	2	1	2	0	0	0	0	9
7:00	0	0	0	0	3	4	8	3	3	3	0	0	0	24
8:00	0	0	0	0	2	0	4	8	0	0	0	0	0	14
9:00	0	1	0	0	3	6	1	4	1	0	0	0	0	16
10:00	0	0	0	1	0	2	4	2	1	0	0	0	0	10
11:00	0	0	0	0	1	1	4	2	0	0	0	0	0	8
12:00 PM	0	0	0	0	1	1	4	2	0	1	0	0	0	9
1:00	0	0	0	0	0	3	3	3	2	0	0	0	0	11
2:00	0	0	0	0	1	3	8	3	2	1	0	0	0	18
3:00	0	0	0	1	0	1	9	4	3	1	1	0	0	20
4:00	0	0	0	1	1	3	5	8	3	0	0	0	0	21
5:00	0	0	0	2	2	3	9	4	4	0	0	0	0	24
6:00	0	0	0	0	2	4	7	9	0	0	0	0	0	22
7:00	0	0	0	0	1	5	5	5	0	0	0	0	0	16
8:00	0	0	0	1	1	1	1	0	2	1	0	0	0	7
9:00	0	0	0	0	0	1	2	0	0	0	0	0	0	3
10:00	0	0	0	0	0	0	0	3	3	0	0	0	0	6
11:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Total	0	1	0	6	19	43	78	63	27	7	1	0	0	245

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2

Station ID:

Location 1: Kayser Ave btwn E 6th St and E 5th St

Location 2: Royal Oak

Location 3:

Location 4:

Direction: NB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/23/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	1	0	2	2	0	0	0	0	5
7:00	0	0	0	0	0	2	4	9	2	2	0	0	0	19
8:00	0	0	0	0	2	0	4	2	2	0	1	0	0	11
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	0	0	0	2	3	10	13	6	2	1	0	0	37
Grand Total	3	1	2	23	54	120	204	181	81	19	3	0	0	691

Stats

Percentile

15th

50th

85th

95th

Speed

16

20

24

26

Mean Speed (Average)

19.9

10 MPH Pace Speed

15-24

Number in Pace

531

Percent in Pace

76.8%

Number > 24 MPH

103

Percent > 24 MPH

14.9%

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2  
 Station ID:  
 Location 1: Kayser Ave btwn E 6th St and E 5th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: SB

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/20/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	0	0	0	0	0	3	2	1	3	5	0	0	0	14
10:00	0	0	0	0	0	1	3	4	2	1	0	0	0	11
11:00	0	0	0	0	1	0	1	5	4	0	0	0	0	11
12:00 PM	0	0	0	0	0	3	1	4	5	1	1	0	0	15
1:00	0	0	0	0	1	3	2	4	3	1	0	0	0	14
2:00	0	0	0	0	1	6	8	3	2	1	0	0	0	21
3:00	0	0	1	0	4	3	8	4	2	1	0	0	0	23
4:00	0	0	0	0	2	2	6	8	3	1	0	1	0	23
5:00	0	1	1	1	4	5	8	8	1	0	0	0	0	29
6:00	0	0	2	2	5	5	8	4	0	0	0	0	0	26
7:00	0	0	1	4	4	6	6	2	3	1	0	0	0	27
8:00	0	0	0	0	1	2	2	2	2	0	0	0	0	9
9:00	0	0	0	0	1	3	1	1	0	1	0	0	0	7
10:00	0	0	0	1	1	1	0	1	0	0	0	0	0	4
11:00	0	0	0	0	1	0	1	0	0	0	0	0	0	2
Total	0	1	5	8	26	43	57	51	30	13	1	1	0	236



# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2  
 Station ID:  
 Location 1: Kayser Ave btwn E 6th St and E 5th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: SB

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/21/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	1	0	0	0	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	3	0	2	1	0	0	0	6
7:00	0	0	0	0	1	1	1	3	1	1	0	0	0	8
8:00	0	0	0	0	0	4	0	2	4	1	0	0	0	11
9:00	0	0	0	0	0	1	2	4	0	1	0	0	0	8
10:00	0	0	0	0	1	1	0	2	3	0	0	0	0	7
11:00	0	0	0	0	0	3	1	2	2	1	0	0	0	9
12:00 PM	0	0	0	1	1	4	5	3	2	1	0	0	0	17
1:00	0	0	0	0	0	1	2	4	1	1	0	0	0	9
2:00	0	0	0	0	3	2	3	8	3	1	1	0	0	21
3:00	0	0	0	1	1	2	7	7	4	1	0	0	0	23
4:00	0	0	0	0	0	3	3	7	5	0	0	0	0	18
5:00	0	0	0	3	1	8	7	10	2	2	0	0	0	33
6:00	0	0	0	0	0	2	7	12	1	2	0	0	1	25
7:00	0	0	0	1	0	4	6	4	3	0	0	0	0	18
8:00	0	0	0	1	1	3	3	7	3	1	0	0	0	19
9:00	0	0	0	0	1	0	2	5	1	1	0	0	0	10
10:00	0	0	0	0	0	1	0	1	0	0	0	0	0	2
11:00	0	0	0	0	0	2	0	0	2	0	0	0	0	4
Total	0	0	0	8	10	42	53	82	39	15	1	0	1	251

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2  
 Station ID:  
 Location 1: Kayser Ave btwn E 6th St and E 5th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: SB

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/22/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	1	0	0	0	0	1
1:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
5:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
6:00	0	0	0	0	0	0	0	1	1	1	0	0	0	3
7:00	0	1	1	0	2	0	4	4	1	1	0	0	0	14
8:00	0	0	0	0	3	4	6	5	2	0	1	0	0	21
9:00	0	0	0	1	1	1	0	3	1	0	0	0	0	7
10:00	0	0	0	0	1	1	2	2	0	0	0	0	0	6
11:00	0	0	0	0	0	2	3	6	1	0	0	0	0	12
12:00 PM	0	0	0	0	1	4	4	7	3	1	0	0	0	20
1:00	0	0	0	0	1	2	6	2	3	0	0	0	0	14
2:00	0	0	0	0	2	3	5	4	4	0	1	0	0	19
3:00	0	0	0	0	2	4	4	6	3	2	1	0	0	22
4:00	0	0	0	0	1	4	7	9	2	1	0	0	0	24
5:00	0	0	0	0	1	4	10	11	5	0	0	0	0	31
6:00	0	0	0	0	2	2	6	9	3	1	0	0	0	23
7:00	0	0	1	1	1	5	6	4	1	0	0	1	0	20
8:00	0	0	0	1	2	1	6	4	3	3	0	0	0	20
9:00	0	0	0	0	0	1	1	4	2	0	0	0	0	8
10:00	0	0	0	0	1	0	2	2	2	1	0	0	0	8
11:00	0	0	0	0	0	0	0	0	1	1	0	0	0	2
Total	0	1	3	3	21	39	72	84	39	12	3	1	0	278

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2

Station ID:

Location 1: Kayser Ave btwn E 6th St and E 5th St

Location 2: Royal Oak

Location 3:

Location 4:

Direction: SB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/23/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	0	1	0	0	1	0	0	0	2
7:00	0	0	0	0	0	1	2	2	2	0	0	1	0	8
8:00	0	0	1	1	0	2	2	5	3	1	1	0	0	16
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	0	1	1	0	3	5	8	5	2	1	1	0	27
Grand Total	0	2	9	20	57	127	187	225	113	42	6	3	1	792

Stats

Percentile

15th

50th

85th

95th

Speed

16

21

25

27

Mean Speed (Average)

20.6

10 MPH Pace Speed

15-24

Number in Pace

575

Percent in Pace

72.6%

Number > 24 MPH

165

Percent > 24 MPH

20.8%

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2  
 Station ID:  
 Location 1: Kayser Ave btwn E 6th St and E 5th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: Combined

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/20/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	1	0	0	0	0	3	4	6	5	5	0	0	0	24
10:00	0	0	0	0	1	2	7	8	4	1	0	0	0	23
11:00	0	0	0	0	1	1	7	8	4	1	0	0	0	22
12:00 PM	0	0	0	0	0	3	4	11	11	2	1	0	0	32
1:00	0	0	0	0	1	5	4	8	3	1	0	0	0	22
2:00	0	0	0	0	2	10	14	5	3	3	0	0	0	37
3:00	0	0	1	1	6	4	12	8	2	1	1	0	0	36
4:00	0	0	0	1	4	4	9	13	4	2	0	1	0	38
5:00	0	1	1	6	6	9	14	12	3	2	0	0	0	54
6:00	0	0	3	5	10	9	11	9	0	0	0	0	0	47
7:00	0	0	1	4	7	11	8	6	6	1	0	0	0	44
8:00	0	0	0	0	1	2	5	2	3	0	0	0	0	13
9:00	1	0	0	0	2	4	2	3	0	1	0	0	0	13
10:00	0	0	0	1	1	1	0	1	2	0	0	0	0	6
11:00	0	0	0	0	1	0	1	0	0	0	0	0	0	2
Total	2	1	6	18	43	68	102	100	50	20	2	1	0	413

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2  
 Station ID:  
 Location 1: Kayser Ave btwn E 6th St and E 5th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: Combined

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/21/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	1	1	0	0	0	0	0	0	0	0	0	2
2:00	0	0	0	0	0	0	1	0	0	1	0	0	0	2
3:00	0	0	0	0	0	1	1	1	0	0	0	0	0	3
4:00	0	0	0	0	0	0	0	2	0	0	0	0	0	2
5:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
6:00	0	0	0	1	1	0	5	2	4	1	0	0	0	14
7:00	0	0	0	0	1	3	4	9	5	1	0	0	0	23
8:00	0	0	0	0	0	11	3	4	6	1	0	0	0	25
9:00	0	0	0	0	2	4	9	11	3	1	0	0	0	30
10:00	0	0	0	1	1	4	3	2	4	0	0	0	0	15
11:00	0	0	0	1	2	5	4	4	2	1	0	0	0	19
12:00 PM	0	0	0	2	2	8	11	5	2	1	0	0	0	31
1:00	1	0	0	1	1	7	6	7	1	1	0	0	0	25
2:00	0	0	0	0	4	6	8	13	5	2	1	0	0	39
3:00	0	0	0	2	1	4	15	8	5	1	0	0	0	36
4:00	0	0	0	0	3	5	7	12	8	0	0	0	0	35
5:00	0	0	0	3	4	13	13	15	7	3	0	0	0	58
6:00	0	0	0	0	1	5	14	20	2	2	0	0	1	45
7:00	0	0	0	1	0	6	8	6	5	0	0	0	0	26
8:00	0	0	0	1	2	5	6	9	5	1	0	0	0	29
9:00	0	0	0	1	1	0	3	7	1	1	0	0	0	14
10:00	0	0	0	0	0	1	1	1	0	0	0	0	0	3
11:00	0	0	0	0	0	2	2	0	2	0	0	0	0	6
Total	1	0	1	15	26	91	124	138	67	18	1	0	1	483

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2  
 Station ID:  
 Location 1: Kayser Ave btwn E 6th St and E 5th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: Combined

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/22/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	1	1	0	1	0	0	0	0	3
1:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	1	0	1	0	0	0	0	2
4:00	0	0	0	0	0	0	0	2	0	0	0	0	0	2
5:00	0	0	0	0	0	2	0	0	0	0	0	0	0	2
6:00	0	0	0	0	1	3	2	2	3	1	0	0	0	12
7:00	0	1	1	0	5	4	12	7	4	4	0	0	0	38
8:00	0	0	0	0	5	4	10	13	2	0	1	0	0	35
9:00	0	1	0	1	4	7	1	7	2	0	0	0	0	23
10:00	0	0	0	1	1	3	6	4	1	0	0	0	0	16
11:00	0	0	0	0	1	3	7	8	1	0	0	0	0	20
12:00 PM	0	0	0	0	2	5	8	9	3	2	0	0	0	29
1:00	0	0	0	0	1	5	9	5	5	0	0	0	0	25
2:00	0	0	0	0	3	6	13	7	6	1	1	0	0	37
3:00	0	0	0	1	2	5	13	10	6	3	2	0	0	42
4:00	0	0	0	1	2	7	12	17	5	1	0	0	0	45
5:00	0	0	0	2	3	7	19	15	9	0	0	0	0	55
6:00	0	0	0	0	4	6	13	18	3	1	0	0	0	45
7:00	0	0	1	1	2	10	11	9	1	0	0	1	0	36
8:00	0	0	0	2	3	2	7	4	5	4	0	0	0	27
9:00	0	0	0	0	0	2	3	4	2	0	0	0	0	11
10:00	0	0	0	0	1	0	2	5	5	1	0	0	0	14
11:00	0	0	0	0	0	0	0	1	1	1	0	0	0	3
Total	0	2	3	9	40	82	150	147	66	19	4	1	0	523

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2

Station ID:

Location 1: Kayser Ave btwn E 6th St and E 5th St

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/23/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	0	0	1	1	2	2	1	0	0	0	7
7:00	0	0	0	0	0	3	6	11	4	2	0	1	0	27
8:00	0	0	1	1	2	2	6	7	5	1	2	0	0	27
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	0	1	1	2	6	15	21	11	4	2	1	0	64
Grand Total	3	3	11	43	111	247	391	406	194	61	9	3	1	1483

Stats

Percentile

15th

50th

85th

95th

Speed

16

20

24

27

Mean Speed (Average)

20.3

10 MPH Pace Speed

15-24

Number in Pace

1106

Percent in Pace

74.6%

Number > 24 MPH

268

Percent > 24 MPH

18.1%

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K2

Station ID:

Location 1: Kayser Ave btwn E 6th St and E 5th St

Location 2: Royal Oak

Location 3:

Location 4:

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/20/2024	5/20/2024		5/21/2024		5/22/2024		5/23/2024		5/24/2024		Weekday Average		5/25/2024		5/26/2024	
Time	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB
12:00 AM	*	*	0	0	2	1	0	0	*	*	1	0	*	*	*	*
1:00	*	*	1	1	0	1	1	0	*	*	1	1	*	*	*	*
2:00	*	*	1	1	0	0	1	0	*	*	1	0	*	*	*	*
3:00	*	*	2	1	2	0	0	0	*	*	1	0	*	*	*	*
4:00	*	*	2	0	1	1	0	1	*	*	1	1	*	*	*	*
5:00	*	*	1	0	1	1	0	0	*	*	1	0	*	*	*	*
6:00	*	*	8	6	9	3	5	2	*	*	7	4	*	*	*	*
7:00	*	*	15	8	24	14	19	8	*	*	19	10	*	*	*	*
8:00	*	*	14	11	14	21	11	16	*	*	13	16	*	*	*	*
9:00	10	14	22	8	16	7	*	*	*	*	16	10	*	*	*	*
10:00	12	11	8	7	10	6	*	*	*	*	10	8	*	*	*	*
11:00	11	11	10	9	8	12	*	*	*	*	10	11	*	*	*	*
12:00 PM	17	15	14	17	9	20	*	*	*	*	13	17	*	*	*	*
1:00	8	14	16	9	11	14	*	*	*	*	12	12	*	*	*	*
2:00	16	21	18	21	18	19	*	*	*	*	17	20	*	*	*	*
3:00	13	23	13	23	20	22	*	*	*	*	15	23	*	*	*	*
4:00	15	23	17	18	21	24	*	*	*	*	18	22	*	*	*	*
5:00	25	29	25	33	24	31	*	*	*	*	25	31	*	*	*	*
6:00	21	26	20	25	22	23	*	*	*	*	21	25	*	*	*	*
7:00	17	27	8	18	16	20	*	*	*	*	14	22	*	*	*	*
8:00	4	9	10	19	7	20	*	*	*	*	7	16	*	*	*	*
9:00	6	7	4	10	3	8	*	*	*	*	4	8	*	*	*	*
10:00	2	4	1	2	6	8	*	*	*	*	3	5	*	*	*	*
11:00	0	2	2	4	1	2	*	*	*	*	1	3	*	*	*	*
Total	177	236	232	251	245	278	37	27	0	0	231	265	0	0	0	0
Day	413		483		523		64		0		496		0		0	
AM Peak	10:00	9:00	9:00	8:00	7:00	8:00	7:00	8:00			7:00	8:00				
Volume	12	14	22	11	24	21	19	16			19	16				
PM Peak	5:00	5:00	5:00	5:00	5:00	5:00					5:00	5:00				
Volume	25	29	25	33	24	31					25	31				
Comb Total	413		483		523		64		0		496		0		0	
ADT	ADT: 495		AADT: 495													



# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1

Station ID:

Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St

Location 2: Royal Oak

Location 3:

Location 4:

Direction: NB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/20/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	0	0	0	0	0	0	2	1	4	0	0	0	0	7
10:00	0	0	1	0	1	3	2	3	2	1	0	0	0	13
11:00	0	0	0	0	0	0	1	2	1	0	1	0	0	5
12:00 PM	0	0	0	0	1	2	2	3	4	6	0	0	0	18
1:00	0	0	1	1	2	2	4	2	0	1	0	1	0	14
2:00	0	2	4	2	0	4	2	1	0	0	2	0	0	17
3:00	0	0	1	0	2	2	4	2	1	0	0	0	0	12
4:00	0	0	0	0	0	2	4	1	4	1	0	0	0	12
5:00	0	0	0	2	3	3	3	1	3	2	0	0	0	17
6:00	0	0	0	1	4	3	9	5	1	1	1	0	0	25
7:00	0	0	0	0	2	1	2	1	2	2	0	0	0	10
8:00	0	0	0	0	0	1	2	2	0	1	0	0	0	6
9:00	0	0	0	0	1	0	0	1	1	2	0	0	0	5
10:00	0	0	0	0	0	0	0	0	2	0	0	0	0	2
11:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Total	0	2	7	6	16	23	38	25	25	17	4	1	0	164

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1  
 Station ID:  
 Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: NB

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/21/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	1	0	0	0	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	1	0	0	0	0	0	0	0	0	0	1
4:00	0	0	0	0	0	0	1	0	0	1	0	0	0	2
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	1	1	0	1	3	1	0	0	0	0	7
7:00	0	1	0	0	1	1	1	2	3	0	1	0	0	10
8:00	0	0	0	0	3	1	0	2	0	2	0	0	0	8
9:00	0	0	0	2	2	2	2	3	2	2	0	0	0	17
10:00	0	0	1	0	0	1	1	2	1	1	0	0	0	7
11:00	0	0	0	0	1	0	3	2	2	0	0	0	0	8
12:00 PM	0	0	0	0	0	3	3	1	1	3	0	0	0	11
1:00	0	0	0	0	1	2	3	4	2	3	0	0	0	15
2:00	1	1	2	0	0	1	2	7	2	3	0	0	0	19
3:00	0	0	0	0	1	3	3	3	0	1	0	0	0	11
4:00	0	0	0	0	2	3	4	5	1	3	0	0	0	18
5:00	0	0	0	2	2	4	1	7	5	1	1	0	0	23
6:00	0	0	0	1	0	2	6	4	3	1	0	0	0	17
7:00	0	0	1	0	1	3	4	1	0	1	0	0	0	11
8:00	0	0	0	1	0	1	3	3	1	0	1	0	0	10
9:00	0	0	0	0	0	0	1	1	0	0	0	0	0	2
10:00	0	0	0	0	0	1	0	1	0	0	0	0	0	2
11:00	0	0	0	0	0	0	0	1	1	0	0	0	0	2
Total	1	2	4	9	15	28	39	51	26	22	5	0	0	202

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1  
 Station ID:  
 Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: NB

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/22/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	1	0	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
4:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	1	0	1	3	1	0	0	0	0	0	6
7:00	0	2	0	1	1	1	2	5	2	1	1	1	0	17
8:00	0	0	0	1	0	2	2	5	0	0	0	0	0	10
9:00	0	1	0	0	0	0	0	2	2	1	0	0	0	6
10:00	0	0	0	1	0	0	1	1	2	0	0	0	0	5
11:00	0	0	0	0	0	1	0	2	1	0	1	0	0	5
12:00 PM	0	0	0	0	0	0	2	2	2	0	1	0	0	7
1:00	0	0	1	0	2	0	1	0	2	0	1	1	0	8
2:00	0	0	0	1	0	2	3	7	2	3	0	0	0	18
3:00	0	2	2	1	0	1	3	5	1	1	3	0	0	19
4:00	0	0	0	2	0	2	2	4	2	0	0	0	0	14
5:00	0	0	0	1	0	3	5	5	2	3	0	0	0	19
6:00	0	0	1	1	1	1	2	4	8	0	0	0	0	18
7:00	0	0	1	1	0	5	1	2	2	0	0	0	0	12
8:00	0	0	0	3	1	1	2	2	1	0	0	0	0	10
9:00	0	0	0	0	0	0	3	0	0	0	0	0	0	3
10:00	0	0	0	0	0	1	0	3	2	1	0	0	0	7
11:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Total	0	5	5	14	5	21	34	49	34	12	7	2	0	188

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1

Station ID:

Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St

Location 2: Royal Oak

Location 3:

Location 4:

Direction: NB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/23/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:00	0	0	0	1	0	1	0	0	1	0	0	0	0	3
7:00	0	0	0	0	5	2	2	4	3	1	0	0	0	17
8:00	0	0	1	0	0	0	1	2	2	0	0	1	0	7
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	0	1	1	5	3	4	6	6	1	0	1	0	28
Grand Total	1	9	17	30	41	75	115	131	91	52	16	4	0	582

Stats

Percentile	15th	50th	85th	95th
Speed	14	21	26	29
Mean Speed (Average)	20.5			
10 MPH Pace Speed	17-26			
Number in Pace	361			
Percent in Pace	62.0%			
Number > 24 MPH	163			
Percent > 24 MPH	28.0%			

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1

Station ID:

Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St

Location 2: Royal Oak

Location 3:

Location 4:

Direction: SB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/20/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	0	0	0	1	1	0	1	2	4	3	0	0	0	12
10:00	0	0	2	1	0	1	2	1	3	0	0	0	0	10
11:00	0	0	0	1	1	2	2	3	3	0	0	0	0	12
12:00 PM	0	0	0	0	0	1	3	3	2	6	0	0	0	15
1:00	0	0	0	2	0	3	1	2	2	0	0	0	0	10
2:00	0	0	3	0	0	2	5	2	1	1	0	0	0	14
3:00	0	1	1	2	2	2	1	0	2	0	2	0	0	13
4:00	0	0	1	1	0	2	5	4	3	0	0	0	0	16
5:00	0	0	0	0	1	5	7	6	2	1	0	0	0	22
6:00	0	0	0	0	1	0	4	4	1	0	1	0	0	11
7:00	0	0	0	0	3	0	4	5	3	2	0	0	0	17
8:00	0	0	0	0	1	2	2	1	0	0	0	0	0	6
9:00	0	0	0	0	1	2	2	0	0	1	0	0	0	6
10:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
11:00	0	0	0	0	1	0	0	0	1	0	0	0	0	2
Total	0	1	7	8	12	23	39	33	27	14	3	0	0	167

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1  
 Station ID:  
 Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: SB

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/21/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	0	1	0	0	0	0	1
2:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
3:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
4:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
5:00	0	0	0	0	0	0	2	0	0	0	0	0	0	2
6:00	0	0	0	0	1	0	0	1	3	0	0	0	0	5
7:00	0	0	0	1	0	1	1	2	1	0	0	0	0	6
8:00	0	0	1	0	0	0	1	3	2	1	0	0	0	8
9:00	0	0	1	1	0	2	1	1	1	0	0	0	0	8
10:00	0	0	0	1	0	2	2	1	2	0	0	0	0	8
11:00	0	0	0	0	0	2	2	0	1	2	0	0	0	7
12:00 PM	0	0	0	2	0	2	3	3	3	1	0	0	0	14
1:00	0	0	0	1	1	1	3	3	1	0	0	0	0	10
2:00	0	0	2	1	0	2	1	8	4	0	0	0	0	18
3:00	0	1	0	2	1	2	3	7	2	0	0	0	0	18
4:00	0	0	0	2	1	2	6	1	2	1	0	0	0	15
5:00	0	0	0	1	4	4	3	5	4	2	0	0	0	23
6:00	0	0	0	0	2	2	7	3	3	1	0	0	0	18
7:00	0	0	0	0	4	2	2	3	1	2	0	0	0	14
8:00	0	0	1	0	2	0	7	3	3	1	0	0	0	17
9:00	0	0	0	0	0	0	0	1	0	1	0	0	0	2
10:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
11:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Total	0	1	5	12	17	25	45	47	33	14	0	0	0	199

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1  
 Station ID:  
 Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: SB

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/22/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	1
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
5:00	0	0	1	0	1	0	1	0	0	0	0	0	0	3
6:00	0	0	0	1	0	0	0	1	2	0	0	0	0	4
7:00	0	1	0	0	1	4	3	2	1	1	0	0	0	13
8:00	0	0	2	0	2	1	2	2	1	1	0	0	0	11
9:00	0	0	0	0	0	2	0	2	2	0	0	0	0	6
10:00	0	0	3	1	0	1	2	2	0	0	0	0	0	9
11:00	0	0	0	0	0	1	3	4	1	0	0	0	0	9
12:00 PM	0	0	0	0	0	0	3	3	2	1	0	0	0	9
1:00	0	0	1	1	1	1	4	1	3	0	0	0	0	12
2:00	0	0	1	0	0	1	3	3	1	3	0	0	0	12
3:00	0	0	0	1	0	0	3	5	4	2	0	0	0	15
4:00	0	0	0	1	2	1	3	3	6	1	0	0	0	17
5:00	1	0	1	0	2	2	2	8	2	2	0	0	0	20
6:00	0	0	0	1	1	0	2	3	5	1	0	0	0	13
7:00	0	0	0	0	0	2	5	5	0	0	0	0	1	13
8:00	0	0	0	1	2	1	1	4	2	1	0	0	0	12
9:00	0	0	0	0	0	1	3	1	2	1	0	0	0	8
10:00	0	0	0	0	0	1	0	0	2	0	0	0	0	3
11:00	0	0	0	0	0	1	0	0	0	1	0	0	0	2
Total	1	1	9	7	12	21	40	50	36	15	0	0	1	193

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1

Station ID:

Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St

Location 2: Royal Oak

Location 3:

Location 4:

Direction: SB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/23/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
5:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
6:00	0	0	0	0	0	0	2	1	0	0	1	0	0	4
7:00	1	0	1	1	2	1	1	1	2	0	1	0	0	11
8:00	0	0	0	0	1	1	2	3	3	0	1	0	0	11
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	1	0	1	1	3	2	6	6	6	0	0	3	0	29
Grand Total	2	3	22	28	44	71	130	136	102	43	3	3	1	588

Stats

Percentile	15th	50th	85th	95th
Speed	14	21	25	28
Mean Speed (Average)	20.3			
10 MPH Pace Speed	17-26			
Number in Pace	391			
Percent in Pace	66.5%			
Number > 24 MPH	152			
Percent > 24 MPH	25.9%			



# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1  
 Station ID:  
 Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: Combined

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/20/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	0	0	0	1	1	0	3	3	8	3	0	0	0	19
10:00	0	0	3	1	1	4	4	4	5	1	0	0	0	23
11:00	0	0	0	1	1	2	3	5	4	0	1	0	0	17
12:00 PM	0	0	0	0	1	3	5	6	6	12	0	0	0	33
1:00	0	0	1	3	2	5	5	4	2	1	0	1	0	24
2:00	0	2	7	2	0	6	7	3	1	1	2	0	0	31
3:00	0	1	2	2	4	4	5	2	3	0	2	0	0	25
4:00	0	0	1	1	0	4	9	5	7	1	0	0	0	28
5:00	0	0	0	2	4	8	10	7	5	3	0	0	0	39
6:00	0	0	0	1	5	3	13	9	2	1	2	0	0	36
7:00	0	0	0	0	5	1	6	6	5	4	0	0	0	27
8:00	0	0	0	0	1	3	4	3	0	1	0	0	0	12
9:00	0	0	0	0	2	2	2	1	1	3	0	0	0	11
10:00	0	0	0	0	0	1	0	0	2	0	0	0	0	3
11:00	0	0	0	0	1	0	1	0	1	0	0	0	0	3
Total	0	3	14	14	28	46	77	58	52	31	7	1	0	331

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1  
 Station ID:  
 Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: Combined

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/21/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	1	0	0	0	0	1	0	0	0	0	2
2:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
3:00	0	0	0	1	1	0	0	0	0	0	0	0	0	2
4:00	0	0	0	0	0	1	1	0	0	1	0	0	0	3
5:00	0	0	0	0	0	0	2	0	0	0	0	0	0	2
6:00	0	0	0	1	2	0	1	4	4	0	0	0	0	12
7:00	0	1	0	1	1	2	2	4	4	0	1	0	0	16
8:00	0	0	1	0	3	1	1	5	2	3	0	0	0	16
9:00	0	0	1	3	2	4	3	3	4	3	2	0	0	25
10:00	0	0	1	1	0	3	3	3	3	1	0	0	0	15
11:00	0	0	0	0	1	2	5	2	3	2	0	0	0	15
12:00 PM	0	0	0	2	0	5	6	4	4	4	0	0	0	25
1:00	0	0	0	1	2	3	6	7	3	3	0	0	0	25
2:00	1	1	4	1	0	3	3	15	6	3	0	0	0	37
3:00	0	1	0	2	2	5	6	10	2	1	0	0	0	29
4:00	0	0	0	2	3	5	10	6	3	4	0	0	0	33
5:00	0	0	0	3	6	8	4	12	9	3	1	0	0	46
6:00	0	0	0	1	2	4	13	7	6	2	0	0	0	35
7:00	0	0	1	0	5	5	6	4	1	3	0	0	0	25
8:00	0	0	1	1	2	1	10	6	4	1	1	0	0	27
9:00	0	0	0	0	0	0	1	2	0	1	0	0	0	4
10:00	0	0	0	0	0	1	1	1	0	0	0	0	0	3
11:00	0	0	0	0	0	0	0	2	1	0	0	0	0	3
Total	1	3	9	21	32	53	84	98	59	36	5	0	0	401

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1  
 Station ID:  
 Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St  
 Location 2: Royal Oak  
 Location 3:  
 Location 4:  
 Direction: Combined

Comment 1:  
 Comment 2:  
 Comment 3:  
 Comment 4:  
 Latitude: 0.000000  
 Longitude: 0.000000

5/22/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	1	1	0	0	0	0	0	2
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
4:00	0	0	0	0	0	1	1	0	0	0	0	0	0	2
5:00	0	0	1	0	1	0	1	0	0	0	0	0	0	3
6:00	0	0	0	2	0	1	3	2	2	0	0	0	0	10
7:00	0	3	0	1	2	5	5	7	3	2	1	1	0	30
8:00	0	0	2	1	2	3	4	7	1	1	0	0	0	21
9:00	0	1	0	0	0	2	0	4	1	0	0	0	0	12
10:00	0	0	3	2	0	1	3	3	2	0	0	0	0	14
11:00	0	0	0	0	0	2	3	6	2	0	1	0	0	14
12:00 PM	0	0	0	0	0	0	5	5	4	1	1	0	0	16
1:00	0	0	2	1	3	1	5	1	5	0	1	1	0	20
2:00	0	0	1	1	0	3	6	10	3	6	0	0	0	30
3:00	0	2	2	2	0	1	6	10	5	3	3	0	0	34
4:00	0	0	0	3	2	3	5	5	10	3	0	0	0	31
5:00	1	0	1	1	2	5	7	13	4	5	0	0	0	39
6:00	0	0	1	2	2	1	4	7	13	1	0	0	0	31
7:00	0	0	1	1	0	7	6	7	2	0	0	0	1	25
8:00	0	0	0	4	3	2	3	6	3	1	0	0	0	22
9:00	0	0	0	0	0	1	6	1	2	1	0	0	0	11
10:00	0	0	0	0	0	2	0	3	4	1	0	0	0	10
11:00	0	0	0	0	0	1	0	1	0	1	0	0	0	3
Total	1	6	14	21	17	42	74	99	70	27	7	2	1	381

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1

Station ID:

Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/23/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00	0	0	0	0	0	0	1	0	1	0	0	0	0	2
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
5:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
6:00	0	0	0	1	0	1	2	1	1	0	0	1	0	7
7:00	1	0	1	1	7	3	3	5	5	1	0	1	0	28
8:00	0	0	1	0	1	1	3	5	5	0	0	2	0	18
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	1	0	2	2	8	5	10	12	12	1	0	4	0	57
Grand Total	3	12	39	58	85	146	245	267	193	95	19	7	1	1170

Stats

Percentile

15th

50th

85th

95th

Speed

14

21

26

29

Mean Speed (Average)

20.4

10 MPH Pace Speed

17-26

Number in Pace

752

Percent in Pace

64.3%

Number > 24 MPH

315

Percent > 24 MPH

26.9%

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: K1

Station ID:

Location 1: Kayser Ave btwn E Lincoln Ave and E 6th St

Location 2: Royal Oak

Location 3:

Location 4:

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

5/20/2024	5/20/2024		5/21/2024		5/22/2024		5/23/2024		5/24/2024		Weekday Average		5/25/2024		5/26/2024	
Time	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB
12:00 AM	*	*	0	0	1	1	0	0	*	*	0	0	*	*	*	*
1:00	*	*	1	1	0	0	1	1	*	*	1	1	*	*	*	*
2:00	*	*	0	1	0	0	0	0	*	*	0	0	*	*	*	*
3:00	*	*	1	1	1	0	0	0	*	*	1	0	*	*	*	*
4:00	*	*	2	1	1	1	0	1	*	*	1	1	*	*	*	*
5:00	*	*	0	2	0	3	0	1	*	*	0	2	*	*	*	*
6:00	*	*	7	5	6	4	3	4	*	*	5	4	*	*	*	*
7:00	*	*	10	6	17	13	17	11	*	*	15	10	*	*	*	*
8:00	*	*	8	8	10	11	7	11	*	*	8	10	*	*	*	*
9:00	7	12	17	8	6	6	*	*	*	*	10	9	*	*	*	*
10:00	13	10	7	8	5	9	*	*	*	*	8	9	*	*	*	*
11:00	5	12	8	7	5	9	*	*	*	*	6	9	*	*	*	*
12:00 PM	18	15	11	14	7	9	*	*	*	*	12	13	*	*	*	*
1:00	14	10	15	10	8	12	*	*	*	*	12	11	*	*	*	*
2:00	17	14	19	18	18	12	*	*	*	*	18	15	*	*	*	*
3:00	12	13	11	18	19	15	*	*	*	*	14	15	*	*	*	*
4:00	12	16	18	15	14	17	*	*	*	*	15	16	*	*	*	*
5:00	17	22	23	23	19	20	*	*	*	*	20	22	*	*	*	*
6:00	25	11	17	18	18	13	*	*	*	*	20	14	*	*	*	*
7:00	10	17	11	14	12	13	*	*	*	*	11	15	*	*	*	*
8:00	6	6	10	17	10	12	*	*	*	*	9	12	*	*	*	*
9:00	5	6	2	2	3	8	*	*	*	*	3	5	*	*	*	*
10:00	2	1	2	1	7	3	*	*	*	*	4	2	*	*	*	*
11:00	1	2	2	1	1	2	*	*	*	*	1	2	*	*	*	*
Total	164	167	202	199	188	193	28	29	0	0	194	197	0	0	0	0
Day	331		401		381		57		0		391		0		0	
AM Peak	10:00	9:00	9:00	8:00	7:00	7:00	7:00	7:00			7:00	7:00				
Volume	13	12	17	8	17	13	17	11			15	10				
PM Peak	6:00	5:00	5:00	5:00	3:00	5:00					5:00	5:00				
Volume	25	22	23	23	19	20					20	22				
Comb Total	331		401		381		57		0		391		0		0	
ADT	ADT: 390		AADT: 390													

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Engineering Division](#)  
**Subject:** Online Form Submittal: Traffic Committee Request  
**Date:** Wednesday, May 15, 2024 7:33:40 PM

---

## Traffic Committee Request

**Please complete required fields and submit.**

Name	Tammy Rossilli
Email Address	tammyrossilli@gmail.com
Street Address	706 Kayser Ave
Phone Number	2482177834
Location of Concern	Kayser Ave and Fifth St
Type of Issue	Safety
Detailed Description of Concern	The speeding and cut through traffic needs to be reduced for the safety of our kids and the kids at the park as well as the danger I feel not knowing if the cars traveling east and west know that this is not a 4 way stop and the cars headed north and south do not need to stop.
Proposed Solution	A 4 way stop sign at the corner of Kayser and Sixth street.
Media Upload	<i>Field not completed.</i>
Important	I have the reviewed the Traffic Committee's Frequently Asked Questions (FAQ) regarding traffic requests and concerns

(Section Break)

### Neighborhood Support

Analyzing traffic requests can take a significant amount of staff time, and we require neighborhood support for a particular issue before beginning review.

Please provide at least two neighbors' contact information, who are in agreement with your concerns or request. **They must be from separate households.** They will be notified if this item is brought to the Traffic Committee.

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Name	Jason Kassab
------	--------------

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Address	712 Kayser Ave
Email	kassabjay@gmail.com
Name	Matt Curtis
Address	716 Kayser Ave
Email	mattdcurtis@gmail.com

Email not displaying correctly? [View it in your browser.](#)

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Engineering Division](#)  
**Subject:** Online Form Submittal: Traffic Committee Request  
**Date:** Tuesday, May 14, 2024 10:24:15 AM

---

## Traffic Committee Request

**Please complete required fields and submit.**

Name	Jason Kassab
Email Address	kassabjay@gmail.com
Street Address	712 Kayser Ave
Phone Number	5867093248
Location of Concern	Corner of Sixth and Kayser Ave
Type of Issue	Traffic or pedestrian signal
Detailed Description of Concern	<p>The corner of Kayser and Sixth is a 2 way stop if traveling East and West...it's a dangerous intersection. People use our street so much because it runs almost straight from Lincoln to 11 mile and at the end of our street is a Liquor Store, so they leave there and fly up our street to get to 4th or 11 Mile. There is also a park at the corner of Sixth and Kayser, Grant Park. It's too dangerous to have cars driving like this near that park with no need to stop if traveling North and South. There have been many times that the street has cars parked for games at the park so the cars traveling east and west cannot see the cars going north and south and do not have a stop sign. Our street is used as a cut through and cars speed quite a bit up and down our street and we have young kids who live on our block. The type of issue this causes is a safety concern due to the sight distance when cars are parked on the street when there is a game at the park as well as the speeding concerns while kids are playing outside on our street.</p>
Proposed Solution	<p>To reduce the speeding and safety of the intersection and to slow down the cut through traffic I would like to see this intersection become a 4 way stop instead of a 2 way stop. This will slow cut through drivers speeding down, will protect cars at the intersection and keep our kids living on our street or playing at the park safe from cars that gain speed without having to stop or slow down at this intersection.</p>
Media Upload	<i>Field not completed.</i>
Important	<p>I have the reviewed the Traffic Committee's Frequently Asked Questions (FAQ) regarding traffic requests and concerns</p>



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(Section Break)

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### Neighborhood Support

Analyzing traffic requests can take a significant amount of staff time, and we require neighborhood support for a particular issue before beginning review.

Please provide at least two neighbors' contact information, who are in agreement with your concerns or request. **They must be from separate households.** They will be notified if this item is brought to the Traffic Committee.

---

Name	Tammy Rosselli
Address	706 Kayser Ave
Email	tammyrosselli@gmail.com

---

Name	Matt Curtis
Address	716 Kayser Ave
Email	mattdcurtis@gmail.com

---

Email not displaying correctly? [View it in your browser.](#)

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Engineering Division](#)  
**Subject:** Online Form Submittal: Traffic Committee Request  
**Date:** Wednesday, May 15, 2024 8:53:33 PM

---

## Traffic Committee Request

**Please complete required fields and submit.**

Name	Edward Reedy
Email Address	reedyt7@gmail.com
Street Address	719 Kayser Ave
Phone Number	248-556-6142
Location of Concern	Corner of Kayser Ave and E. Sixth Street
Type of Issue	Cut-thru traffic
Detailed Description of Concern	Grant Park is located at the Corner of Kayser Ave and E. Sixth Street. There is a lot of cut-thru traffic on Kayser and also a lot of pedestrians and kids that are on this street. In addition Grant Park has soccer games almost every night during soccer season. The cut-thru traffic can be dangerous for kids who are leaving there cars to get to the park as well as the spectators that go to watch the games. Since drivers don't need to stop until they get all the way past Grant park they are speeding all the way through to almost 4th street. Neighbors have put out signs to slow down but this has had little to no affect.
Proposed Solution	A Stop sign at North and South bound Kayser would help make this a street safer for the residents as well as the kids and parents who come to enjoy a soccer game. I have read the Traffic Committee's FAQ about Stop signs. There is a house on this corner that comes almost all the way to the sidewalk causing "Sight distance issues" for drivers coming South on Kayser and there is "Excessive Traffic" on this street due to the ease of cutting through the neighborhood from Lincoln to 11 mile.
Media Upload	<i>Field not completed.</i>
Important	I have the reviewed the Traffic Committee's Frequently Asked Questions (FAQ) regarding traffic requests and concerns

(Section Break)

### Neighborhood Support

Analyzing traffic requests can take a significant amount of staff time,

and we require neighborhood support for a particular issue before beginning review.

Please provide at least two neighbors' contact information, who are in agreement with your concerns or request. **They must be from separate households.** They will be notified if this item is brought to the Traffic Committee.

Name	Jason Kassab
Address	712 Kayser Ave
Email	Kassabjay@gmail.com
Name	Melanie Humphrey
Address	720 Kayser Ave
Email	Gnrmel@gmail.com

Email not displaying correctly? [View it in your browser.](#)

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Engineering Division](#)  
**Subject:** Online Form Submittal: Traffic Committee Request  
**Date:** Tuesday, May 14, 2024 6:39:07 PM

---

## Traffic Committee Request

**Please complete required fields and submit.**

Name	Matt
Email Address	Curtis
Street Address	716 Kayser Ave
Phone Number	2485094646
Location of Concern	Kayser Avenue and E. 6th Street
Type of Issue	Cut-thru traffic
Detailed Description of Concern	People use Kayser Ave as a cut thru during rush hour, speeding recklessly down the Kayser Ave (I bought a radar gun and regularly clock vehicles at 30-45 mph). Other drivers speed down Kayser Ave the output the day. This is a massive safety risk for children who live and play on Kayser Ave. It's also an extreme safety risk with the children playing at Grant Park and those children and adults who use the Grant Park soccer field. The RO police have placed a speed cameras on Kayser Ave and all it does is slow down traffic while it's in place. Afterward, drivers continue speeding.
Proposed Solution	Add Stop signs for north and south bound traffic or raised intersection at intersection of Kayser Avenue and E. 6th Street to slow down north and south bound traffic. This would slow down traffic, and protect children who live on not only on Kayser Ave, but also children using Grant Park.
Media Upload	<i>Field not completed.</i>
Important	I have reviewed the Traffic Committee's Frequently Asked Questions (FAQ) regarding traffic requests and concerns

(Section Break)

### Neighborhood Support

Analyzing traffic requests can take a significant amount of staff time, and we require neighborhood support for a particular issue before beginning review.

Please provide at least two neighbors' contact information, who are in agreement with your concerns or request. **They must be from separate households.** They will be notified if this item is brought to the Traffic Committee.

Name	Jason Kassab
Address	712 Kayser Ave
Email	kassabjay@gmail.com
Name	Tammy Roselli
Address	706 Kayser Ave
Email	Tammy roselli@gmail.com

Email not displaying correctly? [View it in your browser.](#)

## Royal Oak Traffic Committee

### AGENDA ITEM

<b>Title</b>	<b>Request to install guardrail in public right-of-way on northbound Coolidge Highway adjacent to 2804 Coolidge apartment complex</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Engineering</b>
<b>PRESENTER</b>	<b>Holly Donoghue, P.E.</b>
<b>MEETING DATE</b>	<b>July 23, 2024</b>

#### Requestor Concern:

A request was received from Ari Zartarian, owner of the apartment building located at 2804 Coolidge Highway, to install a guardrail in the public right-of-way between the road and their building. He states within the last 24 months, three vehicles have crashed into the building that were heading northbound on Coolidge, damaging the building and displacing residents for months. For varying reasons, the drivers are not properly veering left at the curve north of the cemetery and he would like a barrier installed to protect his residents, who are very concerned for their safety after these multiple incidents.

#### Staff Analysis:

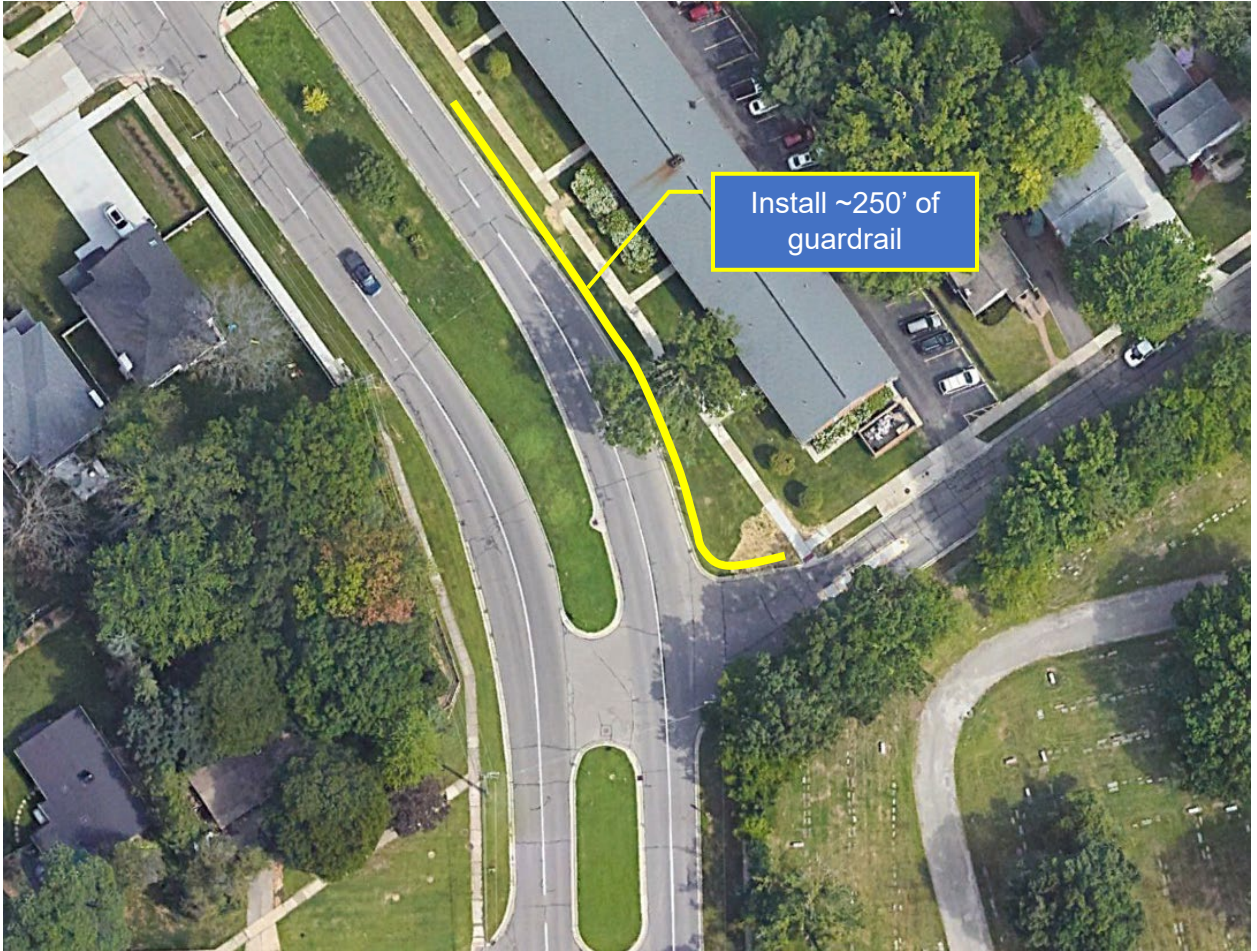
The Staff Traffic Committee has further reviewed this request and determined that:

1. Coolidge Highway between Trafford Road and Warick Road is a major road consisting of composite pavement with concrete curbing. The road is a divided highway with two lanes in each direction, and each road segment has widths ranging from 26 to 32 feet wide.
2. The three-year+ (2021-current date) accident report shows six crashes in the area. Four of them were related to crashes at the Warick intersection north of the curve. One accident involved a driver under the influence not properly turning at the curve and striking the apartment building as described by the requestor (July 2022). An accident from this year showed another instance of a vehicle failing to turn at the curve and striking the building. The report stated the driver did not appear under the influence or distracted. The ten-year accident report showed additional instances of cars not turning properly hitting signs and the utility pole located along the curve.
3. SEMCOG's traffic volume map showed approximately 7,700 vehicles per day driving northbound on Coolidge in September 2023.
4. According to the AASHTO Roadside Design Guide the following comments are applicable:
  - a. Guardrail should only be considered if the result of a car hitting the guardrail will be less severe than the car hitting the unshielded object.
  - b. Table 3-1 in the guidance document notes that a clear zone of 14 to 16 feet is ideal for Coolidge Highway (speed limit is less than 40 mph and average daily traffic > 6,000 vehicles per day).

- c. In urban areas with road curbing, a recommended goal is to achieve at least 6 feet of lateral offset between the face of curb and possible obstructions at horizontal curves. (Section 10.1.3.1).

Guardrails too close to the traveled way can sometimes cause accidents or driver discomfort.

- d. The apartment building is approximately 40 feet away from the road, and an existing tree is approximately 20 feet away from the road. There is also a utility pole that is approximately 5 feet away from the curb.
5. Considering crash history, staff recommends installation of guardrail along the curve. One additional set of chevron signage is also recommended as shown below.



6. The cost of this work is estimated to be \$45,000. The city has some unused budget for a 2024 project and will be able to fund this work without a budget amendment. If approved, staff will attempt to have the guardrail installed this construction season.





7. The curve warning sign shown below is approximately 320 feet south of the road curve. According to the Michigan Manual of Uniform Traffic Control Devices, the sign should be located within 100 feet of the start of the curve for this situation.



**Suggested Staff Recommendation:** To install approximately 250 feet of guardrail a minimum of three feet from the curb along the east side of Coolidge just north of Trafford Road, to relocate the existing W1-1 curve warning signs to be within 100 feet of the start of the curve for both northbound and southbound Coolidge traffic, and to install two additional chevron signs on the east side of Coolidge Highway within the road curvature area.

Estimated cost: \$45,000





## Transportation Improvement Association

### Coolidge Highway - Trafford to Warwick

**#1 Location:** WARICK (0.149) 0 feet NEof COOLIDGE HWY **Crash ID:** 2331883  
**Date:** 07/17/2021 **Day:** Sat **Hour:** 2pm **Weather:** clear **Roadway:** dry **Light:** day  
**Injy K:** 0 **Injy A:** 0 **Injy B:** 0 **Injy C:** 0 **Injy 0:** 3 **How:** angle  
**CVT:** Royal Oak **Area:** w/i intersection **HBD:** N **Drugs:** N **Complaint #:** 210022481

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1	E	start on rdwy	veh in transpt	none	none	none	failed to yield	car	rtside
2	N	go straight	veh in transpt	none	none	none	none	car	ctrfront

UD10: [2331883](#)

**#2 Location:** NB COOLIDGE (4.598) 0 feet Xof WARICK RD **Crash ID:** 2344054  
**Date:** 08/03/2021 **Day:** Tue **Hour:** 5pm **Weather:** cloudy **Roadway:** dry **Light:** day  
**Injy K:** 0 **Injy A:** 0 **Injy B:** 0 **Injy C:** 0 **Injy 0:** 2 **How:** angle  
**CVT:** Royal Oak **Area:** w/i intersection **HBD:** N **Drugs:** N **Complaint #:** 210024727

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1	E	go straight	veh in transpt	none	none	none	failed to yield	car	rtrear
2	N	go straight	veh in transpt	none	none	none	none	car	ctrfront

UD10: [2344054](#)

**#3 Location:** COOLIDGE (4.536) 26 feet Nof TRAFFORD RD **Crash ID:** 2648881  
**Date:** 07/24/2022 **Day:** Sun **Hour:** 3pm **Weather:** clear **Roadway:** dry **Light:** day  
**Injy K:** 0 **Injy A:** 0 **Injy B:** 0 **Injy C:** 1 **Injy 0:** 1 **How:** single  
**CVT:** Royal Oak **Area:** curved **HBD:** Y **Drugs:** N **Complaint #:** 220026044

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1	N	none	other pole	none	none	none	other	car	ctrfront

UD10: [2648881](#)

**#4 Location:** COOLIDGE (0.581) 0 feet Xof WARICK RD **Crash ID:** 2757746  
**Date:** 11/23/2022 **Day:** Wed **Hour:** 4pm **Weather:** clear **Roadway:** dry **Light:** dawn  
**Injy K:** 0 **Injy A:** 0 **Injy B:** 0 **Injy C:** 1 **Injy 0:** 1 **How:** angle  
**CVT:** Royal Oak **Area:** w/i intersection **HBD:** N **Drugs:** N **Complaint #:** 220042073

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1	E	go straight	veh in transpt	none	none	none	failed to yield	car	ctrfront
2	S	go straight	veh in transpt	none	none	none	none	car	ctrfront

UD10: [2757746](#)



#5	Location: NB COOLIDGE (4.598) 0 feet Xof WARICK RD							Crash ID: 2862625	
Date: 03/30/2023	Day: Thu		Hour: 5pm	Weather: clear		Roadway: dry		Light: day	
Injy K: 0	Injy A: 0		Injy B: 0	Injy C: 0		Injy 0: 2		How: angle	
CVT:	Royal Oak		Area: w/i intersection		HBD: N		Drugs: N	Complaint #: 230011052	
Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1	E	start on rdwy	veh in transpt	none	none	none	failed to yield	car	ctrfront
2	N	go straight	veh in transpt	none	none	none	none	car	lftrear
UD10: <a href="#">2862625</a>									

## Crash Type

Count	Type
0	uncoded
1	single
0	head-on
0	head-on/lt
4	angle
0	rr-end
0	rr-end/lt
0	rr-end/rt
0	ss-same
0	ss-opp
0	back
0	other
0	unknown
<b>Totals</b>	<b>5</b>

## Lighting Conditions

Count	Type
0	uncoded
4	day
1	dawn
0	dusk
0	dark/ltl
0	dark/unltd
0	other
0	unknown
<b>Totals</b>	<b>5</b>

## Weather Conditions

Count	Type
0	uncoded
4	clear
1	cloudy
0	fog
0	rain
0	snow
0	wind
0	sleet/hail
0	blowing snow
0	blowing sand
0	smoke
0	unknown
<b>Totals</b>	<b>5</b>

## Road Condition

Count	Type
0	uncoded
5	dry
0	wet
0	ice
0	snow
0	mud
0	slush
0	debris
0	water
0	sand
0	oily
0	other
0	unknown
<b>Totals</b>	<b>5</b>

## Crashes by Month

Count	Type
0	January
0	February
1	March
0	April
0	May
0	June
2	July
1	August
0	September
0	October
1	November
0	December
<b>Totals</b>	<b>5</b>

## Hazardous Action

Count	Type
4	none
0	speeding
0	spd too slow
4	failed to yield
0	disrgrd traffic cntrl
0	wrong way
0	left of center
0	imprp passing
0	imprp lane use
0	imprp turn
0	imprp/no signal
0	imprp backing
0	unable to stop
1	other
0	unknown
0	reckls driving
0	carels driving
<b>Totals</b>	<b>9</b>

## Unit Type

Count	Type
0	Bicyclist
0	Engineer
9	Vehicle
0	Pedestrian
<b>Totals</b>	<b>9</b>

## Crashes by Year

Count	Type
2	2021
2	2022
1	2023
<b>Totals</b>	<b>5</b>

## Crash Severity

	Fatal	A	B	C	No Injy	Total
Persons	0	0	0	2	0	2
Crashes	0	0	0	2	3	5

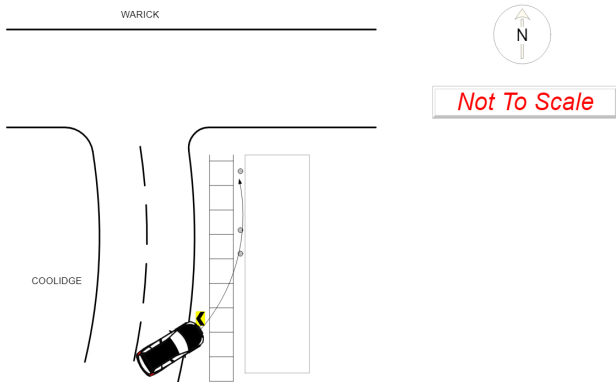
## Alcohol in Crashes

	Fatal	A	B	C	PDO	Total
Drinking	0	0	0	1	0	1
Not Drinking	0	0	0	1	3	4
Totals	0	0	0	2	3	5

## Crashes per Hour by Day

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
12a-1a	0	0	0	0	0	0	0	0
1a-2a	0	0	0	0	0	0	0	0
2a-3a	0	0	0	0	0	0	0	0
3a-4a	0	0	0	0	0	0	0	0
4a-5a	0	0	0	0	0	0	0	0
5a-6a	0	0	0	0	0	0	0	0
6a-7a	0	0	0	0	0	0	0	0
7a-8a	0	0	0	0	0	0	0	0
8a-9a	0	0	0	0	0	0	0	0
9a-10a	0	0	0	0	0	0	0	0
10a-11a	0	0	0	0	0	0	0	0
11a-12p	0	0	0	0	0	0	0	0
12p-1p	0	0	0	0	0	0	0	0
1p-2p	0	0	0	0	0	0	0	0
2p-3p	0	0	0	0	0	0	1	1
3p-4p	1	0	0	0	0	0	0	1
4p-5p	0	0	0	1	0	0	0	1
5p-6p	0	0	1	0	1	0	0	2
6p-7p	0	0	0	0	0	0	0	0
7p-8p	0	0	0	0	0	0	0	0
8p-9p	0	0	0	0	0	0	0	0
9p-10p	0	0	0	0	0	0	0	0
10p-11p	0	0	0	0	0	0	0	0
11p-12a	0	0	0	0	0	0	0	0
Totals	1	0	1	1	1	0	1	5

Authority: 1949 PA 300, Sec.257.622 Compliance: Required MSP UD-10E Penalty: \$100 and/or 90 days (Rev 11/2020)		External # 1287343		Crash ID 2648881		Page 01 of 03 File Class C3146					
<b>STATE OF MICHIGAN TRAFFIC CRASH REPORT</b>						Incident # 220026044					
ORI MI 6371400		Department Name Royal Oak Police Department				Reviewer DESANO (00408)					
Crash Date 07/24/2022		Crash Time 15:10	No. of Units 01	Crash Type Single Motor Vehicle	Special Circumstances <input checked="" type="radio"/> None <input type="radio"/> Fleeing Police <input type="radio"/> Hit and Run <input type="radio"/> Unknown <input type="radio"/> School Bus <input type="radio"/> Animal		Special Checks <input type="radio"/> Fatal <input type="radio"/> Non-Traffic Area <input type="radio"/> ORV/Snowmobile				
County 63 - Oakland		Traffic Control None		Relation to Roadway Outside of Shoulder/Curb		Weather Clear		Area NON-FRWY Curved Roadway			
City/Twsp 90 - Royal Oak		Contributing Circumstances 1st None		2nd		Light Daylight		Road Surface Condition Dry			
Work Zone (if applicable) Type		Workers Present		Activity		Location					
Prefix COOLIDGE		Primary Road Name COOLIDGE		Road Type HWY		Suffix Divided Roadway					
Distance / Direction 50 Feet S		Trafficway Divided Hwy wo/Barrier									
Prefix WARICK		Intersecting Road Name WARICK		Road Type RD		Suffix Divided Roadway					
Unit Number 01	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/##/#### (52)	License Type <input checked="" type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex F	Race W	Total Occupants 02	Hazardous Action Other	
Unit Type MV	Driver Information ##### BERKLEY, MI 48072-3414 (###) ###-####				Driver is Owner Yes	Injury C	Position Front - Left		Restraint Shoulder and Lap Belt		
Driver Condition at Time of Crash 1st Other				2nd		Driver Distracted By Unknown		Ejected	Trapped	Airbag Deployed Deployed - Combination	
Hospital REFUSED		Ambulance REFUSED									
Alcohol Suspected Yes	Contributing Factor Yes	Alcohol Test Type <input type="radio"/> Breath <input checked="" type="radio"/> Blood <input type="radio"/> Urine <input checked="" type="radio"/> Field <input checked="" type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			Alcohol Test Results <input checked="" type="radio"/> Pending		Test Results:		Interlock Device No		
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input checked="" type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending		Test Results:		Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other		
Vehicle Registration BTG564		State MI	Vehicle Description 2019 LEXUS		Make NX		Model BLACK				
VIN JTJBARBZXK2201916		Vehicle Type Passenger Car, SUV, Van		Special Vehicles Not Applicable		Private Trailer Type		Vehicle Defect			
Automation System(s) in Vehicle No		Automation System Level in Vehicle No Automation				Automation System Level Engaged at Time of Crash No Automation					
Insurance Company #####			Insurance Policy # #####			Towed By A&M IMPOUND LOT 248-398-8309			Towed To		
Location of Greatest Damage 01		First Impact 01	Extent of Damage (Power Unit and/or Trailers) Disabling Damage		Vehicle Direction N	Vehicle Use Private		Action Prior Negotiating a Curve			
Sequence of Events First ● 32 - Other Post/Pole/Support		Second		Third		Fourth					
Passenger Information ##### SOUTHGATE, MI 48195-1117 (###) ###-####		Date of Birth (Age) ###/##/#### (44)		Sex F	Race W	Position Front - Right		Restraint Shoulder and Lap Belt			
Injury O		Ejected	Trapped	Airbag Deployed Deployed - Combination							
Hospital NONE		Ambulance NONE									
Passenger Information #####		Date of Birth (Age)		Sex	Race	Position		Restraint			
Injury		Ejected	Trapped	Airbag Deployed							
Hospital		Ambulance									
Carrier Information		USDOT		MC		MPSC					
Driver's CDL Type		Endorsements OH OP OT ON OS OX		CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other							
GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.		Vehicle Configuration		Cargo Body Type		Medical Card		Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill		ID # Class #	
Owner Information ##### ##### #####		Owner Information									
Damaged Property 08-TRAFFIC SIGN/POST		Public Yes		Owner & Phone ##### (###) ###-####							

UNIT / DRIVER	Unit Number	Unit Known	State	Driver License Number	Date of Birth (Age)	License Type <input type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex	Race	Total Occupants	Hazardous Action		
	Unit Type	Driver Information				Driver is Owner	Injury	Position	Restraint				
	Driver Condition at Time of Crash 1st				2nd			Driver Distracted By		Ejected	Trapped	Airbag Deployed	
	Hospital					Ambulance							
	Alcohol Suspected	Contributing Factor	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending		Test Results:		Interlock Device			
	Drug Suspected	Contributing Factor	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending		Test Results:		Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other			
	Vehicle Registration		State	Vehicle Description	Year	Make	Model	Color					
	VIN		Vehicle Type		Special Vehicles		Private Trailer Type		Vehicle Defect				
	Automation System(s) in Vehicle		Automation System Level in Vehicle				Automation System Level Engaged at Time of Crash						
	Insurance Company			Insurance Policy #			Towed By		Towed To				
	Location of Greatest Damage		First Impact	Extent of Damage (Power Unit and/or Trailers)		Vehicle Direction	Vehicle Use		Action Prior				
	Sequence of Events		First	Second		Third		Fourth					
	(• indicates MOST harmful event)												
PASSENGERS	Passenger Information				Date of Birth (Age)	Sex	Race	Position	Restraint				
					Injury	Ejected	Trapped	Airbag Deployed					
	Hospital				Ambulance								
	Passenger Information				Date of Birth (Age)	Sex	Race	Position	Restraint				
					Injury	Ejected	Trapped	Airbag Deployed					
	Hospital				Ambulance								
TRUCK / BUS	Carrier Information				USDOT		MC	MPSC					
					Driver's CDL Type		Endorsements <input type="radio"/> H <input type="radio"/> P <input type="radio"/> T <input type="radio"/> N <input type="radio"/> S <input type="radio"/> X		CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other				
	GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.		Vehicle Configuration		Cargo Body Type		Medical Card		Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill		ID #	Class #	
OWNERS	Owner Information				Owner Information								
WITNESS	Witness Information ##### ##### #####, ## #####-#### (###) ###-####				Witness Information ##### ##### #####, ## #####-#### (###) ###-####								
Investigated at Scene		Yes	Reported Date (Time) 07/24/2022 (15:10)		1st Investigator Name (Badge) SMITH (459)		2nd Investigator Name (Badge)		Photos No				
Narrative UNIT 1 WAS TRAVELING N/B ON COOLIDGE WHEN THEY LOST CONTROL OF VEHICLE AND VEERED RIGHT, JUMPED THE CURB EAST OF COOLIDGE, STRUCK A TRAFFIC SIGN WITH AN ARROW INDICATING A CURVE AHEAD. CONTINUED NORTH ACROSS THE LAWN OF THE APARTMENT BUILDING(2830 COOLIDGE). UNIT 1 SCRAPED ALONG SIDE THE FRONT OF THE APARTMENT BUILDING, KNOCKING DOWN SEVERAL POLES HOLDING THE UPSTAIRS BALCONIES IN PLACE. ALSO TORE DOWN PARTS OF THE AWNINGS OF THE GROUND FLOOR APARTMENTS, AND DAMAGED THE WINDOW TO APARTMENT 1. DRIVER OF UNIT 1 WAS ULTIMATELY ARRESTED FOR OWI. SHE APPEARED TO HAVE SOME INJURIES (I.E. BLISTERS/BRUISING) TO HER WRIST MOST LIKELY FROM AIRBAG DEPLOYMENT. UNIT 1 WAS IMPOUNDED AND TOWED TO A&M.					Diagram 								

Page 02 of 03  
File Class C3146

# STATE OF MICHIGAN TRAFFIC CRASH REPORT

ORI MI 6371400		Department Name Royal Oak Police Department					Reviewer DESANO (00408)					
Crash Date 07/24/2022		Crash Time 15:10	No. of Units 01	Crash Type Single Motor Vehicle	Special Circumstances <input checked="" type="radio"/> None <input type="radio"/> Fleeting Police <input type="radio"/> Hit and Run <input type="radio"/> Unknown <input type="radio"/> School Bus <input type="radio"/> Animal			Special Checks <input type="radio"/> Fatal <input type="radio"/> Non-Traffic Area <input type="radio"/> ORV/Snowmobile				
County 63 - Oakland		Traffic Control None		Relation to Roadway Outside of Shoulder/Curb		Weather Clear		Area NON-FRWY Curved Roadway				
City/Twp 90 - Royal Oak		Contributing Circumstances 1st None			2nd		Light Daylight	Road Surface Condition Dry		Total Lanes 02	Speed Limit 35	Posted Yes
Work Zone (if applicable) Type												
Workers Present				Activity				Location				

LOCATION	Prefix	Primary Road Name COOLIDGE	Road Type HWY	Suffix	Divided Roadway
	Distance / Direction 50 Feet S	<div>Trafficway</div> <div>Divided Hwy wo/Barrier</div>			
	Prefix	Intersecting Road Name WARICK	Road Type RD	Suffix	Divided Roadway

UNIT/DRIVER	Unit Number	Unit Known	State Driver License Number		Date of Birth (Age)		License Type ○ Operator ○ Chauffeur ○ Moped		Endorsements ○ Cycle ○ Farm ○ Recreation		Sex	Race	Total Occupants	Hazardous Action	
	Unit Type	Driver Information				Driver is Owner	Injury	Position			Restraint				
	Driver Condition at Time of Crash 1st					2nd			Driver Distracted By			Ejected	Trapped	Airbag Deployed	
	Hospital						Ambulance								
	Alcohol Suspected	Contributing Factor	Alcohol Test Type ○ Breath   ○ Blood   ○ Urine ○ Field   ○ PBT   ○ Refused   ○ Not Offered				Alcohol Test Results ○ Pending   Test Results:			Interlock Device					
	Drug Suspected	Contributing Factor	Drug Test Type ○ Blood   ○ Urine ○ Field   ○ Refused   ○ Not Offered				Drug Test Results ○ Pending   Test Results:			Citation Issued ○ Hazardous ○ Other					
	Vehicle Registration		State	Vehicle Description		Year	Make		Model			Color			
	VIN		Vehicle Type			Special Vehicles			Private Trailer Type			Vehicle Defect			
	Automation System(s) in Vehicle		Automation System Level in Vehicle						Automation System Level Engaged at Time of Crash						
	Insurance Company			Insurance Policy #				Towed By				Towed To			
Location of Greatest Damage		First Impact	Extent of Damage (Power Unit and/or Trailers)			Vehicle Direction		Vehicle Use				Action Prior			
Sequence of Events (● indicates MOST harmful event)		First				Second				Third				Fourth	

PASSENGERS	Passenger Information			Date of Birth (Age)		Sex	Race	Position		Restraint
				Injury	Ejected	Trapped	Airbag Deployed			
	Hospital					Ambulance				
	Passenger Information			Date of Birth (Age)		Sex	Race	Position		Restraint
				Injury	Ejected	Trapped	Airbag Deployed			
	Hospital					Ambulance				

TRUCK/BUS	Carrier Information			USDOT			MC		MPSC		
				Driver's CDL Type			Endorsements <input type="checkbox"/> H <input type="checkbox"/> P <input type="checkbox"/> T <input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> X		CDL Exempt <input type="checkbox"/> Farm <input type="checkbox"/> Other		
	GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.			Vehicle Configuration		Cargo Body Type		Medical Card		Hazardous Material <input type="checkbox"/> Placard <input type="checkbox"/> Cargo Spill	
										ID #	Class #

OWNERS	Owner Information	Owner Information

Damaged Property DAMAGE TO APARTMENT 1 2830 COO	Public No	Owner & Phone ##### (###) ###-####
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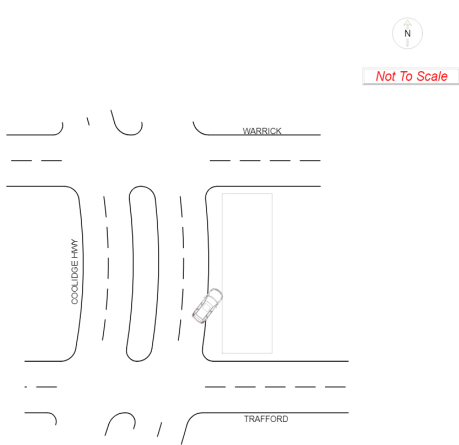
UNIT / DRIVER	Unit Number	Unit Known	State	Driver License Number	Date of Birth (Age)	License Type <input type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex	Race	Total Occupants	Hazardous Action	
	Unit Type	Driver Information				Driver is Owner	Injury	Position		Restraint		
	Driver Condition at Time of Crash 1st				2nd		Driver Distracted By		Ejected	Trapped	Airbag Deployed	
	Hospital					Ambulance						
	Alcohol Suspected	Contributing Factor	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending		Test Results:		Interlock Device		
	Drug Suspected	Contributing Factor	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending		Test Results:		Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other		
	Vehicle Registration		State	Vehicle Description	Year	Make	Model		Color			
	VIN		Vehicle Type		Special Vehicles		Private Trailer Type		Vehicle Defect			
	Automation System(s) in Vehicle		Automation System Level in Vehicle				Automation System Level Engaged at Time of Crash					
	Insurance Company			Insurance Policy #			Towed By			Towed To		
	Location of Greatest Damage		First Impact	Extent of Damage (Power Unit and/or Trailers)		Vehicle Direction	Vehicle Use			Action Prior		
	Sequence of Events		First	Second		Third		Fourth				
	(● indicates MOST harmful event)											
	PASSENGERS	Passenger Information				Date of Birth (Age)	Sex	Race	Position		Restraint	
				Injury	Ejected	Trapped	Airbag Deployed					
Hospital				Ambulance								
Passenger Information				Date of Birth (Age)	Sex	Race	Position		Restraint			
				Injury	Ejected	Trapped	Airbag Deployed					
Hospital				Ambulance								
TRUCK / BUS	Carrier Information					USDOT		MC	MPSC			
						Driver's CDL Type		Endorsements <input type="radio"/> H <input type="radio"/> P <input type="radio"/> T <input type="radio"/> N <input type="radio"/> S <input type="radio"/> X	CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other			
	GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.		Vehicle Configuration			Cargo Body Type		Medical Card	Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill		ID # Class #	
OWNERS	Owner Information					Owner Information						
WITNESS	Witness Information					Witness Information						
Investigated at Scene		Reported Date (Time)		1st Investigator Name (Badge)		2nd Investigator Name (Badge)			Photos			
Narrative					Diagram							





UNIT / DRIVER	Unit Number	Unit Known	State	Driver License Number	Date of Birth (Age)	License Type <input type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex	Race	Total Occupants	Hazardous Action	
	Unit Type	Driver Information				Driver is Owner	Injury	Position		Restraint		
	Driver Condition at Time of Crash 1st 2nd				Driver Distracted By			Ejected	Trapped	Airbag Deployed		
	Hospital					Ambulance						
	Alcohol Suspected	Contributing Factor	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending		Test Results:		Interlock Device		
	Drug Suspected	Contributing Factor	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending		Test Results:		Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other		
	Vehicle Registration		State	Vehicle Description	Year	Make	Model		Color			
	VIN		Vehicle Type		Special Vehicles		Private Trailer Type		Vehicle Defect			
	Automation System(s) in Vehicle		Automation System Level in Vehicle				Automation System Level Engaged at Time of Crash					
	Insurance Company			Insurance Policy #			Towed By			Towed To		
	Location of Greatest Damage		First Impact	Extent of Damage (Power Unit and/or Trailers)		Vehicle Direction	Vehicle Use			Action Prior		
	Sequence of Events		First	Second		Third		Fourth				
	(● indicates MOST harmful event)											
	PASSENGERS	Passenger Information				Date of Birth (Age)	Sex	Race	Position		Restraint	
				Injury	Ejected	Trapped	Airbag Deployed					
Hospital					Ambulance							
Passenger Information				Date of Birth (Age)	Sex	Race	Position		Restraint			
				Injury	Ejected	Trapped	Airbag Deployed					
Hospital					Ambulance							
TRUCK / BUS	Carrier Information					USDOT		MC	MPSC			
						Driver's CDL Type		Endorsements <input type="radio"/> H <input type="radio"/> P <input type="radio"/> T <input type="radio"/> N <input type="radio"/> S <input type="radio"/> X		CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other		
	GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.		Vehicle Configuration			Cargo Body Type		Medical Card		Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill		ID #
OWNERS	Owner Information					Owner Information						
WITNESS	Witness Information					Witness Information						
Investigated at Scene		Reported Date (Time)		1st Investigator Name (Badge)		2nd Investigator Name (Badge)			Photos			
Narrative						Diagram						

Authority: 1949 PA 300, Sec.257.622 Compliance: Required MSP UD-10E Penalty: \$100 and/or 90 days (Rev 11/2020)		External # 1469912		Crash ID 3204444		Page 01 of 02 File Class C3155					
<b>STATE OF MICHIGAN TRAFFIC CRASH REPORT</b>						Incident # 240017841					
ORI MI 6371400		Department Name Royal Oak Police Department				Reviewer BUDZYNOWSKI (00316)					
Crash Date 05/20/2024		Crash Time 16:46	No. of Units 01	Crash Type Single Motor Vehicle	Special Circumstances <input checked="" type="radio"/> None <input type="radio"/> Fleeing Police <input type="radio"/> Hit and Run <input type="radio"/> Unknown <input type="radio"/> School Bus <input type="radio"/> Animal		Special Checks <input type="radio"/> Fatal <input type="radio"/> Non-Traffic Area <input type="radio"/> ORV/Snowmobile				
County 63 - Oakland		Traffic Control None		Relation to Roadway On the Road		Weather Clear		Area NON-FRWY Curved Roadway			
City/Twsp 90 - Royal Oak		Contributing Circumstances 1st None		2nd		Light Daylight		Road Surface Condition Dry			
Work Zone (if applicable) Type		Workers Present		Activity		Location					
Prefix COOLIDGE		Primary Road Name		Road Type HWY		Suffix Divided Roadway					
Distance / Direction 50 Feet N		Trafficway Divided Hwy wo/Barrier									
Prefix TRAFFORD		Intersecting Road Name		Road Type RD		Suffix Divided Roadway					
Unit Number 01	Unit Known Yes	State MI	Driver License Number #####	Date of Birth (Age) ###/##/#### (29)	License Type <input checked="" type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex F	Race W	Total Occupants 01	Hazardous Action Other	
Unit Type MV	Driver Information ##### ##### OAK PARK, MI 48237-1895 (###) ###-####				Driver is Owner Yes	Injury C	Position Front - Left		Restraint Shoulder and Lap Belt		
Driver Condition at Time of Crash 1st Appeared Normal				2nd		Driver Distracted By Not Distracted		Ejected	Trapped	Airbag Deployed Not Deployed	
Hospital COREWELL HEALTH WILLIAM BEAUMONT UNIVERSITY HOSP					Ambulance ROYAL OAK FIRE DEPARTMENT						
Alcohol Suspected No	Contributing Factor No	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input checked="" type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending		Test Results:		Interlock Device No		
Drug Suspected No	Contributing Factor No	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input checked="" type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending		Test Results:		Citation Issued <input checked="" type="radio"/> Hazardous <input type="radio"/> Other		
Vehicle Registration EMZ7282		State MI	Vehicle Description 2019		Make FORD		Model EDGE		Color WHITE		
VIN 2FMPK4J92KBC46767		Vehicle Type Passenger Car, SUV, Van		Special Vehicles Not Applicable		Private Trailer Type		Vehicle Defect			
Automation System(s) in Vehicle No		Automation System Level in Vehicle No Automation				Automation System Level Engaged at Time of Crash No Automation					
Insurance Company #####			Insurance Policy # #####			Towed By AM TOWING 248-398-8309			Towed To		
Location of Greatest Damage 01		First Impact 01	Extent of Damage (Power Unit and/or Trailers) Disabling Damage		Vehicle Direction N	Vehicle Use Private		Action Prior Going Straight Ahead			
Sequence of Events (• indicates MOST harmful event)		First 04 - Ran Off Roadway-Right		Second 28 - Traffic Sign / Post		Third • 41 - Building		Fourth			
Passenger Information				Date of Birth (Age)		Sex	Race	Position		Restraint	
				Injury	Ejected	Trapped	Airbag Deployed				
Hospital				Ambulance							
Passenger Information				Date of Birth (Age)		Sex	Race	Position		Restraint	
				Injury	Ejected	Trapped	Airbag Deployed				
Hospital				Ambulance							
Carrier Information				USDOT		MC		MPSC			
				Driver's CDL Type		Endorsements OH O P OT ON OS OX		CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other			
GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.		Vehicle Configuration		Cargo Body Type		Medical Card		Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill		ID #	Class #
Owner Information ##### ##### #####, ## #####-#### (###) ###-####				Owner Information							
Damaged Property UNIT #5 WINDOW/BRICK WALL				Public No	Owner & Phone ##### (###) ###-####						

UNIT / DRIVER	Unit Number	Unit Known	State	Driver License Number	Date of Birth (Age)	License Type <input type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex	Race	Total Occupants	Hazardous Action	
	Unit Type	Driver Information				Driver is Owner	Injury	Position		Restraint		
	Driver Condition at Time of Crash 1st				2nd		Driver Distracted By		Ejected	Trapped	Airbag Deployed	
	Hospital					Ambulance						
	Alcohol Suspected	Contributing Factor	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending		Test Results:		Interlock Device		
	Drug Suspected	Contributing Factor	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending		Test Results:		Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other		
	Vehicle Registration		State	Vehicle Description	Year	Make	Model		Color			
	VIN		Vehicle Type		Special Vehicles		Private Trailer Type		Vehicle Defect			
	Automation System(s) in Vehicle		Automation System Level in Vehicle				Automation System Level Engaged at Time of Crash					
	Insurance Company			Insurance Policy #			Towed By			Towed To		
	Location of Greatest Damage		First Impact	Extent of Damage (Power Unit and/or Trailers)		Vehicle Direction	Vehicle Use			Action Prior		
	Sequence of Events		First	Second		Third		Fourth				
	● indicates MOST harmful event)											
PASSENGERS	Passenger Information				Date of Birth (Age)	Sex	Race	Position		Restraint		
					Injury	Ejected	Trapped	Airbag Deployed				
	Hospital				Ambulance							
	Passenger Information				Date of Birth (Age)	Sex	Race	Position		Restraint		
					Injury	Ejected	Trapped	Airbag Deployed				
	Hospital				Ambulance							
TRUCK / BUS	Carrier Information				USDOT		MC		MPSC			
					Driver's CDL Type		Endorsements <input type="radio"/> H <input type="radio"/> P <input type="radio"/> T <input type="radio"/> N <input type="radio"/> S <input type="radio"/> X		CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other			
	GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.		Vehicle Configuration		Cargo Body Type		Medical Card		Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill		ID #	Class #
OWNERS	Owner Information				Owner Information							
WITNESS	Witness Information ##### ##### #####, ## #####-#### (###) ###-####				Witness Information ##### ##### #####, ## #####-#### (###) ###-####							
Investigated at Scene		Yes	Reported Date (Time) 05/20/2024 (16:46)		1st Investigator Name (Badge) SMITH (459)		2nd Investigator Name (Badge)		Photos No			
Narrative UNIT 1 WAS TRAVELING N/B COOLIDGE NEAR TRAFFORD, WHEN THEY WENT OFF THE ROAD TO THE RIGHT STRIKING A TRAFFIC SIGN AND AN APARTMENT BUILDING. DRIVER OF UNIT 1 APPEARED NORMAL ON SCENE BUT ADVISED SHE WAS UNSURE OF WHAT HAPPENED. WITNESS ADVISED THAT UNIT 1 MADE NO ATTEMPT TO FOLLOW THE CURVE OF COOLIDGE, CONTINUED STRAIGHT, WENT OVER THE CURB, STRUCK A SIGN, AND THEN STRUCK THE BUILDING. NO INJURIES TO THE RESIDENT OF UNIT 5, WHOM WAS HOME AT THE TIME OF THE CRASH. DRIVER OF UNIT 1 WAS TRANSPORTED TO COREWELL TO BE CHECKED OUT.					Diagram 							

Authority: 1949 PA 300, Sec.257.622  
Compliance: Required MSP UD-10E  
Penalty: \$100 and/or 90 days (Rev 11/2020)

External # 4169912  
Crash ID 3204444

Page 02 of 02  
File Class C3155

STATE OF MICHIGAN TRAFFIC CRASH REPORT

ORI MI 6371400		Department Name Royal Oak Police Department				Incident # 240017841			
Crash Date 05/20/2024		Crash Time 16:46	No. of Units 01	Crash Type Single Motor Vehicle	Special Circumstances <input checked="" type="radio"/> None <input type="radio"/> Fleeing Police <input type="radio"/> Hit and Run <input type="radio"/> Unknown <input type="radio"/> School Bus <input type="radio"/> Animal		Special Checks <input type="radio"/> Fatal <input type="radio"/> Non-Traffic Area <input type="radio"/> ORV/Snowmobile		
County 63 - Oakland		Traffic Control None		Relation to Roadway On the Road		Weather Clear		Area NON-FRWY Curved Roadway	
City/Twsp 90 - Royal Oak		Contributing Circumstances 1st None		2nd		Light Daylight		Road Surface Condition Dry	
Total Lanes 02		Speed Limit 35		Posted Yes					
Work Zone (if applicable) Type Workers Present Activity Location									

LOCATION	Prefix		Primary Road Name COOLIDGE		Road Type HWY		Suffix		Divided Roadway	
	Distance / Direction 50 Feet N		Trafficway Divided Hwy wo/Barrier							
	Prefix		Intersecting Road Name TRAFFORD		Road Type RD		Suffix		Divided Roadway	

UNIT / DRIVER	Unit Number	Unit Known	State		Driver License Number		Date of Birth (Age)		License Type <input type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped		Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation		Sex	Race	Total Occupants		Hazardous Action			
	Unit Type	Driver Information						Driver is Owner	Injury	Position			Restraint							
	Driver Condition at Time of Crash 1st 2nd						Driver Distracted By				Ejected	Trapped	Airbag Deployed							
	Hospital						Ambulance													
	Alcohol Suspected	Contributing Factor	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered				Alcohol Test Results <input type="radio"/> Pending Test Results:				Interlock Device									
	Drug Suspected	Contributing Factor	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered				Drug Test Results <input type="radio"/> Pending Test Results:				Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other									
	Vehicle Registration		State	Vehicle Description		Year	Make		Model		Color									
	VIN		Vehicle Type		Special Vehicles		Private Trailer Type		Vehicle Defect											
	Automation System(s) in Vehicle		Automation System Level in Vehicle										Automation System Level Engaged at Time of Crash							
	Insurance Company			Insurance Policy #				Towed By			Towed To									
	Location of Greatest Damage		First Impact	Extent of Damage (Power Unit and/or Trailers)			Vehicle Direction		Vehicle Use			Action Prior								
	Sequence of Events		First		Second			Third			Fourth									
(● indicates MOST harmful event)																				

PASSENGERS	Passenger Information						Date of Birth (Age)		Sex	Race	Position		Restraint					
							Injury	Ejected	Trapped	Airbag Deployed								
	Hospital						Ambulance											
	Passenger Information						Date of Birth (Age)		Sex	Race	Position		Restraint					
						Injury	Ejected	Trapped	Airbag Deployed									
Hospital						Ambulance												

TRUCK / BUS	Carrier Information						USDOT		MC		MPSC				
							Driver's CDL Type		Endorsements OH OP OT ON OS OX		CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other				
GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.						Vehicle Configuration		Cargo Body Type		Medical Card		Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill		ID #	Class #

OWNERS	Owner Information						Owner Information					

Damaged Property 08-TRAFFIC SIGN/POST						Public Yes	Owner & Phone ##### (###) ###-####					
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UNIT / DRIVER	Unit Number	Unit Known	State	Driver License Number	Date of Birth (Age)	License Type <input type="radio"/> Operator <input type="radio"/> Chauffeur <input type="radio"/> Moped	Endorsements <input type="radio"/> Cycle <input type="radio"/> Farm <input type="radio"/> Recreation	Sex	Race	Total Occupants	Hazardous Action	
	Unit Type	Driver Information				Driver is Owner	Injury	Position		Restraint		
	Driver Condition at Time of Crash 1st 2nd				Driver Distracted By			Ejected	Trapped	Airbag Deployed		
	Hospital					Ambulance						
	Alcohol Suspected	Contributing Factor	Alcohol Test Type <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Refused <input type="radio"/> Not Offered			Alcohol Test Results <input type="radio"/> Pending Test Results:		Interlock Device				
	Drug Suspected	Contributing Factor	Drug Test Type <input type="radio"/> Blood <input type="radio"/> Urine <input type="radio"/> Field <input type="radio"/> Refused <input type="radio"/> Not Offered			Drug Test Results <input type="radio"/> Pending Test Results:		Citation Issued <input type="radio"/> Hazardous <input type="radio"/> Other				
	Vehicle Registration		State	Vehicle Description	Year	Make	Model		Color			
	VIN		Vehicle Type		Special Vehicles		Private Trailer Type		Vehicle Defect			
	Automation System(s) in Vehicle		Automation System Level in Vehicle				Automation System Level Engaged at Time of Crash					
	Insurance Company			Insurance Policy #			Towed By			Towed To		
	Location of Greatest Damage		First Impact	Extent of Damage (Power Unit and/or Trailers)		Vehicle Direction	Vehicle Use			Action Prior		
	Sequence of Events		First	Second		Third		Fourth				
	(● indicates MOST harmful event)											
	PASSENGERS	Passenger Information				Date of Birth (Age)	Sex	Race	Position		Restraint	
				Injury	Ejected	Trapped	Airbag Deployed					
Hospital				Ambulance								
Passenger Information				Date of Birth (Age)	Sex	Race	Position		Restraint			
				Injury	Ejected	Trapped	Airbag Deployed					
Hospital				Ambulance								
TRUCK / BUS	Carrier Information					USDOT		MC	MPSC			
						Driver's CDL Type <input type="radio"/> H <input type="radio"/> P <input type="radio"/> T <input type="radio"/> N <input type="radio"/> S <input type="radio"/> X		Endorsements <input type="radio"/> Farm <input type="radio"/> Other		CDL Exempt <input type="radio"/> Farm <input type="radio"/> Other		
	GVWR/GCWR <input type="radio"/> 10,000 lbs. or Less <input type="radio"/> 10,001 - 26,000 lbs. <input type="radio"/> Greater than 26,000 lbs.		Vehicle Configuration			Cargo Body Type		Medical Card		Hazardous Material <input type="radio"/> Placard <input type="radio"/> Cargo Spill		ID #
OWNERS	Owner Information					Owner Information						
WITNESS	Witness Information					Witness Information						
Investigated at Scene		Reported Date (Time)		1st Investigator Name (Badge)		2nd Investigator Name (Badge)			Photos			
Narrative						Diagram						

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Engineering Division](#)  
**Subject:** Online Form Submittal: Traffic Committee Request  
**Date:** Tuesday, May 21, 2024 1:48:23 PM

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## Traffic Committee Request

**Please complete required fields and submit.**

Name	Ari Zartarian
Email Address	ari@thelegacyequities.com
Street Address	2804 Coolidge Highway
Phone Number	248-767-4366
Location of Concern	Coolidge Highway Northbound Between Trafford and Warrick
Type of Issue	Safety
Detailed Description of Concern	I own the apartment building that sits on Coolidge Highway between Trafford and Warrick and as of yesterday three vehicles have crashed into the building over the course of the last 24 months. Each crash has resulted in injuries to the drivers and tenants, extensive damage to my building, the displacement of residents, and a general uneasiness by everyone that lives or works at the property. For varying reasons, drivers are not properly veering to the left at the curve on Coolidge North of the Cemetery, and I'm getting news reporters, neighbors and residents asking me why a barrier or guard rail hasn't been installed on the road. Tenants are asking to vacate from the property for fear of another vehicle striking and maintenance workers are reluctant to do work on the Coolidge facing side of the property.
Proposed Solution	It seems a simple and obvious solution would be to put some sort of guard rail along the East side of Coolidge highway at the turn, that would stop vehicles from jumping that curb and striking the building.
Media Upload	<a href="#">View recent photos.jpeg</a>
Important	I have the reviewed the Traffic Committee's Frequently Asked Questions (FAQ) regarding traffic requests and concerns

(Section Break)

### Neighborhood Support

Analyzing traffic requests can take a significant amount of staff time,

and we require neighborhood support for a particular issue before beginning review.

Please provide at least two neighbors' contact information, who are in agreement with your concerns or request. **They must be from separate households.** They will be notified if this item is brought to the Traffic Committee.

Name	Richard Dewitt
Address	2804 Coolidge Highway, Apt. 24
Email	jumpsteady1965@yahoo.com
Name	Nick Marrogy
Address	2808 Coolidge Highway, Apt. 26
Email	nickmarrogy@gmail.com

Email not displaying correctly? [View it in your browser.](#)



## Royal Oak Traffic Committee INFORMATION ITEM

<b>Title</b>	<b>Update on Morse Avenue and Harrison Avenue Traffic Counts</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Engineering</b>
<b>PRESENTER</b>	<b>Holly Donoghue, P.E.</b>
<b>MEETING DATE</b>	<b>July 23, 2024</b>

### Traffic Concern:

At the May 23, 2023 traffic meeting, the committee reviewed speeding concerns on E. Harrison Avenue and Morse Avenue. The committee did not recommend any changes to these streets, but recommended that staff re-study these streets one year later to determine if the data was still representative.

### Staff Analysis:

The Staff Traffic Committee has reviewed this request and determined that:

1. An image of the study location is shown below.



2. Staff ordered new traffic counts and the data from 2023 and 2024 are provided for comparison below:

Data Collected	Location	85th Percentile Speed (mph)	Vehicles Per Day
March 6-9, 2023	E Harrison Avenue (between Knowles and Morse)	25	1,642
June 11-13, 2024		25	1,547
March 6-9, 2023	Morse Avenue (south of E. Harrison)	23	1,296
June 11-13, 2024		23	1,446

3. The three-year (2021-2023) accident report shows two accidents:
  - a. Failure to yield to Harrison driver when turning left out of Diamond Court driveway.
  - b. Vehicle on Harrison backed into a driver exiting Diamond Court.
4. The speed and volume results were very similar between the two studies, and the crash report did not indicate a significant issue on either corridor. No further analysis is recommended.



## Transportation Improvement Association

### E. Harrison (Knowles to Morse)andMorse (Harrison to Parent)

**#1**    **Location:** E HARRISON (0.279) 148 feet Eof KNOWLES    **Crash ID:** 2881002  
**Date:** 04/25/2023    **Day:** Tue    **Hour:** 7am    **Weather:** cloudy    **Roadway:** dry    **Light:** day  
**Injy K:** 0    **Injy A:** 0    **Injy B:** 0    **Injy C:** 0    **Injy 0:** 2    **How:** angle  
**CVT:** Royal Oak    **Area:** w/i intersection    **HBD:** N    **Drugs:** N    **Complaint #:** 230014464

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1	N	left turn	veh in transpt	none	none	none	failed to yield	car	rtfront
2	E	go straight	veh in transpt	none	none	none	none	car	rtside

**UD10:** [2881002](#)

**#2**    **Location:** E HARRISON (0.286) 180 feet Wof MORSE    **Crash ID:** 3040916  
**Date:** 10/30/2023    **Day:** Mon    **Hour:** 1pm    **Weather:** cloudy    **Roadway:** dry    **Light:** day  
**Injy K:** 0    **Injy A:** 0    **Injy B:** 0    **Injy C:** 0    **Injy 0:** 2    **How:** back  
**CVT:** Royal Oak    **Area:** w/i intersection    **HBD:** N    **Drugs:** N    **Complaint #:** 230038166

Unit#	Veh Dir	Action Prior	Event 1	Event 2	Event 3	Event 4	Haz Action	Veh Type	Damage
1	N	stop on road	veh in transpt	none	none	none	unknown	car	rtfront
2	E	backing	veh in transpt	none	none	none	none	truck/bus	none

**UD10:** [3040916](#)

## Crash Type

Count	Type
0	uncoded
0	single
0	head-on
0	head-on/lt
1	angle
0	rr-end
0	rr-end/lt
0	rr-end/rt
0	ss-same
0	ss-opp
1	back
0	other
0	unknown
<b>Totals</b>	<b>2</b>

## Lighting Conditions

Count	Type
0	uncoded
2	day
0	dawn
0	dusk
0	dark/ltl
0	dark/unltd
0	other
0	unknown
<b>Totals</b>	<b>2</b>

## Weather Conditions

Count	Type
0	uncoded
0	clear
2	cloudy
0	fog
0	rain
0	snow
0	wind
0	sleet/hail
0	blowing snow
0	blowing sand
0	smoke
0	unknown
<b>Totals</b>	<b>2</b>

## Road Condition

Count	Type
0	uncoded
2	dry
0	wet
0	ice
0	snow
0	mud
0	slush
0	debris
0	water
0	sand
0	oily
0	other
0	unknown
<b>Totals</b>	<b>2</b>

## Crashes by Month

Count	Type
0	January
0	February
0	March
1	April
0	May
0	June
0	July
0	August
0	September
1	October
0	November
0	December
<b>Totals</b>	<b>2</b>

## Hazardous Action

Count	Type
2	none
0	speeding
0	spd too slow
1	failed to yield
0	disrgd traffic cntrl
0	wrong way
0	left of center
0	imprp passing
0	imprp lane use
0	imprp turn
0	imprp/no signal
0	imprp backing
0	unable to stop
0	other
1	unknown
0	reckls driving
0	carels driving
<b>Totals</b>	<b>4</b>

## Unit Type

Count	Type
0	Bicyclist
0	Engineer
4	Vehicle
0	Pedestrian
<b>Totals</b>	<b>4</b>

## Crashes by Year

Count	Type
2	2023
<b>Totals</b>	<b>2</b>

## Crash Severity

	Fatal	A	B	C	No Injy	Total
Persons	0	0	0	0	0	0
Crashes	0	0	0	0	2	2

## Alcohol in Crashes

	Fatal	A	B	C	PDO	Total
Drinking	0	0	0	0	0	0
Not Drinking	0	0	0	0	2	2
Totals	0	0	0	0	2	2

## Crashes per Hour by Day

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
12a-1a	0	0	0	0	0	0	0	0
1a-2a	0	0	0	0	0	0	0	0
2a-3a	0	0	0	0	0	0	0	0
3a-4a	0	0	0	0	0	0	0	0
4a-5a	0	0	0	0	0	0	0	0
5a-6a	0	0	0	0	0	0	0	0
6a-7a	0	0	0	0	0	0	0	0
7a-8a	0	0	1	0	0	0	0	1
8a-9a	0	0	0	0	0	0	0	0
9a-10a	0	0	0	0	0	0	0	0
10a-11a	0	0	0	0	0	0	0	0
11a-12p	0	0	0	0	0	0	0	0
12p-1p	0	0	0	0	0	0	0	0
1p-2p	0	1	0	0	0	0	0	1
2p-3p	0	0	0	0	0	0	0	0
3p-4p	0	0	0	0	0	0	0	0
4p-5p	0	0	0	0	0	0	0	0
5p-6p	0	0	0	0	0	0	0	0
6p-7p	0	0	0	0	0	0	0	0
7p-8p	0	0	0	0	0	0	0	0
8p-9p	0	0	0	0	0	0	0	0
9p-10p	0	0	0	0	0	0	0	0
10p-11p	0	0	0	0	0	0	0	0
11p-12a	0	0	0	0	0	0	0	0
Totals	0	1	1	0	0	0	0	2



# City of Royal Oak

72-Hour Volume & Speed Counts:

1. E Harrison Ave, Knowles St to Morse Ave
2. Morse Ave, E Parent Ave to E Harrison Ave

Legend





# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: EB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/10/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	0	3	0	1	0	7	7	3	6	1	0	0	0	28
10:00	0	1	0	1	3	5	9	4	3	2	0	0	0	28
11:00	0	0	1	1	2	10	15	8	6	2	0	0	0	45
12:00 PM	0	2	3	5	7	10	9	2	5	1	1	1	0	46
1:00	0	1	2	4	5	10	14	13	1	5	0	0	0	55
2:00	0	0	1	2	3	12	10	12	6	1	0	0	0	47
3:00	0	1	3	2	2	14	15	19	4	1	1	0	1	63
4:00	0	0	2	5	13	21	22	11	6	4	0	0	0	84
5:00	0	1	5	5	4	25	20	15	12	2	0	0	0	89
6:00	0	0	1	5	6	23	13	14	8	2	0	0	0	72
7:00	0	0	2	5	11	15	14	2	0	1	0	0	0	50
8:00	0	1	1	1	6	19	5	8	3	2	1	0	0	47
9:00	0	0	2	3	3	5	12	8	2	0	0	0	0	35
10:00	1	1	0	1	3	0	2	6	5	2	0	0	0	21
11:00	0	0	0	0	0	2	1	1	3	0	0	0	0	7
Total	1	11	23	41	68	178	168	126	70	26	3	1	1	717

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: EB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/11/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	2	0	0	2	0	1	1	0	0	0	6
1:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	1	1	4	1	0	0	0	0	7
6:00	0	1	0	1	0	2	3	1	1	2	0	0	0	11
7:00	1	1	0	0	2	5	9	3	0	0	0	0	0	21
8:00	0	2	1	1	3	7	6	5	0	1	0	0	0	26
9:00	0	0	0	1	1	7	6	1	1	3	0	0	0	20
10:00	1	0	1	0	4	10	7	6	2	1	1	0	0	33
11:00	0	0	1	3	3	8	11	4	2	0	0	0	0	32
12:00 PM	0	1	2	2	10	10	8	10	2	0	0	0	0	45
1:00	3	2	2	1	7	17	7	9	5	0	0	0	0	53
2:00	3	1	4	7	9	14	13	5	5	0	0	0	0	61
3:00	0	0	2	2	4	16	18	4	0	0	0	0	0	46
4:00	0	0	0	9	18	23	35	13	1	1	0	0	0	100
5:00	2	1	6	7	17	28	31	13	0	0	0	0	0	105
6:00	1	1	2	6	8	22	18	5	2	0	0	0	0	65
7:00	0	1	6	10	10	22	11	4	0	0	0	0	0	64
8:00	0	0	2	6	12	9	9	5	0	0	0	0	0	43
9:00	1	0	2	3	5	19	8	4	0	0	0	0	0	42
10:00	0	0	0	1	3	3	4	4	1	0	0	0	0	16
11:00	0	0	1	0	1	2	1	1	0	0	0	0	0	6
Total	12	11	32	62	117	225	208	103	24	9	1	0	0	804



# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: EB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/12/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	1	1	1	1	0	0	0	0	4
1:00	0	0	0	1	0	0	0	0	0	0	0	0	0	1
2:00	0	0	0	0	0	0	1	1	0	0	0	0	0	2
3:00	0	0	0	1	0	1	0	0	0	0	0	0	0	2
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	1	0	0	0	1	2	1	1	0	0	0	0	6
6:00	1	2	0	3	3	3	4	3	1	1	0	0	0	21
7:00	1	1	0	0	5	3	4	0	0	0	0	0	0	14
8:00	1	2	1	3	7	6	7	3	1	0	0	0	0	31
9:00	0	0	0	0	5	10	7	4	4	0	0	0	0	30
10:00	1	3	2	1	4	11	9	0	0	0	0	0	0	31
11:00	0	0	4	4	8	9	3	2	0	0	0	0	0	30
12:00 PM	0	4	2	3	5	17	9	9	1	0	0	0	0	50
1:00	0	0	0	3	11	6	6	5	0	0	0	0	0	31
2:00	0	1	2	4	10	18	15	5	1	0	0	0	0	56
3:00	0	1	3	5	6	20	13	8	2	0	0	0	0	58
4:00	0	1	3	4	10	19	14	12	1	0	0	0	0	64
5:00	0	0	2	9	10	26	26	10	5	0	0	0	0	88
6:00	1	1	3	7	12	11	19	13	2	1	0	0	0	70
7:00	1	2	1	5	8	12	8	2	0	0	0	0	0	39
8:00	0	0	0	6	9	13	4	2	0	0	0	0	0	34
9:00	1	0	2	5	11	7	5	4	1	0	1	0	0	37
10:00	0	0	1	1	1	3	2	1	0	0	0	0	0	9
11:00	0	0	0	1	2	5	0	0	0	0	0	0	0	8
Total	7	19	26	66	127	202	159	86	21	2	1	0	0	716

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: EB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/13/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	1	3	2	5	3	2	0	0	0	0	16
1:00	0	0	0	1	1	0	0	0	1	0	0	0	0	3
2:00	0	0	0	0	0	1	1	0	0	0	0	0	0	2
3:00	0	0	0	0	1	1	0	0	0	0	0	0	0	2
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	1	1	0	0	1	0	0	0	3
6:00	1	0	0	2	2	1	1	4	1	0	0	0	0	12
7:00	0	4	0	1	3	8	3	2	0	0	0	0	0	21
8:00	0	1	0	0	4	13	6	4	0	0	0	0	0	28
9:00	0	1	1	3	8	12	4	3	1	0	0	0	0	33
10:00	0	2	1	3	8	8	5	1	0	1	1	0	0	30
11:00	3	0	2	0	5	15	3	4	2	0	0	0	0	34
12:00 PM	0	1	0	4	6	9	3	2	3	0	0	0	1	29
1:00	1	0	2	2	3	13	7	5	3	0	0	0	0	36
2:00	0	0	2	3	6	14	11	3	0	1	0	0	0	40
3:00	0	1	1	8	10	11	13	6	1	0	0	0	0	51
4:00	1	1	1	7	15	23	17	7	2	0	0	0	0	74
5:00	0	1	4	11	18	16	18	9	5	1	0	0	0	83
6:00	1	0	3	7	6	22	12	7	0	0	0	0	0	58
7:00	1	0	5	6	12	22	8	1	0	0	0	0	0	55
8:00	0	0	2	1	7	12	6	3	0	0	0	0	0	31
9:00	1	1	4	3	12	14	7	3	0	0	0	0	0	45
10:00	0	0	2	2	5	5	0	1	0	0	0	0	0	15
11:00	0	0	1	1	2	9	2	0	0	0	0	0	0	15
Total	9	13	31	66	137	232	133	68	21	4	1	0	1	716

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: EB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/14/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	2	3	3	0	0	0	0	0	0	8
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	1	2	0	0	0	0	0	0	3
3:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	1	1	0	1	2	0	0	0	0	0	0	0	5
6:00	1	1	0	0	3	3	2	3	0	0	0	0	0	13
7:00	0	1	2	2	1	8	0	2	1	0	0	0	0	17
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	1	3	3	2	8	17	7	5	1	0	0	0	0	47
Grand Total	30	57	115	237	457	854	675	388	137	41	6	1	1	3000

Stats

Percentile

15th

50th

85th

95th

Speed

12

17

22

25

Mean Speed (Average)

17.0

10 MPH Pace Speed

12-21

Number in Pace

2110

Percent in Pace

70.3%

Number > 24 MPH

187

Percent > 24 MPH

6.2%

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: WB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/10/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	0	0	4	3	6	8	20	6	8	1	1	1	0	58
10:00	0	0	3	3	1	6	8	6	7	3	3	1	0	42
11:00	2	0	1	0	5	10	14	8	4	2	1	0	0	47
12:00 PM	0	0	3	1	4	7	9	6	4	2	2	0	0	38
1:00	0	0	0	1	2	3	9	10	8	4	1	0	0	38
2:00	0	0	0	1	2	7	13	8	7	2	2	1	0	43
3:00	0	0	0	0	1	8	15	14	9	2	0	0	0	49
4:00	0	0	1	4	3	13	23	11	3	4	0	0	0	62
5:00	0	0	1	2	3	12	22	15	3	3	0	0	0	61
6:00	1	0	4	1	3	15	16	10	1	4	2	0	1	58
7:00	1	0	0	2	3	9	12	12	7	4	0	0	0	50
8:00	0	0	1	1	4	5	4	5	3	1	1	0	0	25
9:00	0	0	0	1	1	5	2	5	1	0	0	0	0	15
10:00	0	0	0	0	2	1	0	1	0	0	0	0	0	4
11:00	0	0	1	0	0	1	1	1	1	0	0	0	0	5
Total	4	0	19	20	40	110	168	118	66	32	13	3	1	595

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: WB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/11/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	1	1	0	0	0	1	0	0	0	3
1:00	0	0	0	0	0	0	0	0	0	1	0	0	0	1
2:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
5:00	0	0	0	1	0	0	4	3	2	0	2	0	0	12
6:00	0	1	0	1	3	2	7	3	9	4	3	0	0	33
7:00	0	0	0	0	5	3	18	17	9	8	5	1	0	66
8:00	0	1	5	2	5	9	12	16	9	11	4	2	1	78
9:00	0	0	1	1	3	2	8	8	6	2	2	2	1	36
10:00	0	0	0	0	0	3	9	6	5	4	3	4	0	34
11:00	0	0	0	1	4	3	7	10	5	1	3	1	0	35
12:00 PM	0	0	1	0	3	11	16	14	5	1	0	0	2	53
1:00	0	0	1	0	4	4	10	7	8	4	2	1	0	41
2:00	1	0	3	2	4	6	22	14	3	2	0	0	1	58
3:00	0	0	1	2	4	5	12	11	7	4	1	0	0	47
4:00	0	0	4	2	3	7	15	15	12	5	1	1	1	67
5:00	1	0	0	0	4	13	20	20	15	11	0	0	0	84
6:00	0	0	2	1	4	11	25	17	14	4	1	1	0	80
7:00	0	0	0	2	3	11	16	9	4	4	0	1	0	50
8:00	0	0	1	1	4	6	7	5	6	1	0	0	0	31
9:00	0	0	0	0	3	11	6	3	0	2	0	0	0	25
10:00	0	0	0	1	0	1	2	5	3	3	1	0	0	16
11:00	0	0	0	0	0	0	1	1	2	0	0	0	1	5
Total	2	2	19	17	57	110	217	185	124	72	29	14	7	857

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: WB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/12/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	1	0
1:00	0	0	0	0	0	1	1	0	0	1	0	0	0	3
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	0	0	0	1	0	0	0	1
5:00	0	0	0	0	0	1	3	3	1	4	1	0	0	13
6:00	0	0	0	2	1	1	3	9	5	2	3	1	0	27
7:00	0	0	0	1	1	7	9	16	8	8	3	2	0	56
8:00	0	2	1	2	6	3	10	11	12	8	6	3	0	64
9:00	0	0	1	2	1	5	9	5	6	3	2	0	0	35
10:00	0	0	0	2	1	4	12	10	6	3	1	0	0	40
11:00	0	0	0	1	2	7	11	15	5	6	3	2	0	52
12:00 PM	0	0	0	2	4	9	22	16	9	4	5	0	0	71
1:00	0	0	0	2	5	7	9	11	5	2	2	0	0	43
2:00	0	0	1	2	6	9	13	12	7	5	2	1	1	59
3:00	0	0	0	2	6	6	11	15	8	6	2	2	0	58
4:00	0	0	0	1	1	13	17	11	12	7	3	1	0	66
5:00	0	0	2	2	3	11	14	17	11	9	1	0	0	70
6:00	1	0	1	2	6	11	13	11	9	6	0	1	2	63
7:00	0	0	1	1	3	6	5	4	4	0	0	0	0	24
8:00	0	0	0	2	4	7	15	7	2	2	2	0	0	41
9:00	0	0	1	0	6	4	3	4	3	1	0	0	0	22
10:00	0	0	1	0	0	1	2	1	1	0	0	1	0	7
11:00	0	0	0	0	0	2	1	2	0	1	1	1	0	8
Total	1	2	9	26	56	115	183	180	114	79	37	15	4	824

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: WB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/13/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	1	0	0	4	2	1	2	0	0	0	10
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	1	2	1	1	0	2	0	0	7
6:00	0	0	0	1	0	2	5	4	6	1	3	3	0	25
7:00	0	0	0	3	1	4	12	11	11	5	2	0	0	49
8:00	0	0	2	2	4	9	9	15	12	4	3	1	1	63
9:00	0	0	0	2	4	5	12	5	3	3	1	1	2	38
10:00	0	0	0	0	6	4	8	6	1	4	0	1	0	30
11:00	0	0	1	1	0	4	8	12	5	3	0	0	1	35
12:00 PM	0	0	1	1	2	4	9	7	8	4	1	1	0	38
1:00	0	0	0	0	1	5	8	11	7	5	0	4	0	41
2:00	0	0	0	4	3	5	5	5	3	1	2	1	1	30
3:00	0	0	0	1	1	7	13	8	6	6	3	1	0	46
4:00	1	0	1	1	2	12	10	13	5	6	1	1	0	53
5:00	0	0	3	2	3	15	17	17	10	9	4	0	0	80
6:00	0	0	1	0	5	14	16	24	17	12	3	0	0	92
7:00	0	0	1	1	4	5	8	11	10	2	0	0	0	43
8:00	0	0	0	2	1	7	11	3	4	5	0	0	0	33
9:00	0	0	0	2	1	6	6	3	2	0	2	0	0	22
10:00	0	0	0	0	0	1	3	1	0	0	0	0	0	5
11:00	0	0	0	3	0	2	1	0	0	0	0	0	0	6
Total	1	0	10	27	38	112	167	160	112	72	27	14	5	747

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: WB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/14/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	1	1	0	0	0	0	0	0	2
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	1	0	0	0	1	0	0	0	0	0	2
3:00	0	0	0	0	0	0	0	1	1	0	1	0	0	3
4:00	0	0	0	0	0	0	1	1	0	0	0	0	0	2
5:00	0	0	0	0	1	0	1	1	1	0	0	0	0	4
6:00	0	0	0	0	0	1	5	4	5	2	0	2	0	19
7:00	0	0	0	0	2	7	8	9	4	5	3	0	0	39
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	0	0	1	3	9	16	16	11	8	3	3	0	71
Grand Total	8	4	57	91	194	456	751	659	427	263	109	49	17	3094

Stats

Percentile

15th

50th

85th

95th

Speed

16

21

27

30

Mean Speed (Average)

21.5

10 MPH Pace Speed

15-24

Number in Pace

2001

Percent in Pace

64.7%

Number > 24 MPH

874

Percent > 24 MPH

28.2%



# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/10/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	0	3	4	4	6	15	27	9	14	2	1	1	0	86
10:00	0	1	3	4	4	11	17	10	10	5	3	1	0	70
11:00	2	0	2	1	7	20	29	16	10	4	1	0	0	92
12:00 PM	0	2	6	6	11	17	18	8	9	3	3	1	0	84
1:00	0	1	2	5	7	13	23	23	9	9	1	0	0	93
2:00	0	0	1	3	5	19	23	20	13	3	2	1	0	90
3:00	0	1	3	2	3	22	30	33	13	3	1	0	1	112
4:00	0	0	3	9	16	34	45	22	9	8	0	0	0	146
5:00	0	1	6	7	7	37	42	30	15	5	0	0	0	150
6:00	1	0	5	6	9	38	29	24	9	6	2	0	1	130
7:00	1	0	2	7	14	24	26	14	7	5	0	0	0	100
8:00	0	1	2	2	10	24	9	13	6	3	2	0	0	72
9:00	0	0	2	4	4	10	14	13	3	0	0	0	0	50
10:00	1	1	0	1	5	1	2	7	5	2	0	0	0	25
11:00	0	0	1	0	0	3	2	2	4	0	0	0	0	12
Total	5	11	42	61	108	288	336	244	136	58	16	4	2	1312

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/11/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	2	1	1	2	0	1	2	0	0	0	9
1:00	0	0	0	0	0	0	0	1	0	0	1	0	0	2
2:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
4:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
5:00	0	0	0	1	0	1	5	7	3	0	2	0	0	19
6:00	0	2	0	2	3	4	10	4	10	6	3	0	0	44
7:00	1	1	0	0	7	8	27	20	9	8	5	1	0	87
8:00	0	3	6	3	8	16	18	21	9	12	4	2	1	104
9:00	0	0	1	2	4	9	14	9	7	5	2	2	1	56
10:00	1	0	1	0	4	13	16	12	7	5	4	4	0	67
11:00	0	0	1	4	7	11	18	14	7	1	3	1	0	67
12:00 PM	0	1	3	2	13	21	24	24	7	1	0	0	2	98
1:00	3	2	3	1	11	21	17	16	13	4	2	1	0	94
2:00	4	1	7	9	13	20	35	19	8	2	0	0	1	119
3:00	0	0	3	4	8	21	30	15	7	4	1	0	0	93
4:00	0	0	4	11	21	30	50	28	13	6	1	1	1	167
5:00	3	1	6	7	21	41	51	33	15	11	0	0	0	189
6:00	1	1	4	7	12	33	43	22	16	4	1	1	0	145
7:00	0	1	6	12	13	33	27	13	4	4	0	1	0	114
8:00	0	0	3	7	16	15	16	10	6	1	0	0	0	74
9:00	1	0	2	3	8	30	14	7	0	2	0	0	0	67
10:00	0	0	0	2	3	4	6	9	4	3	1	0	0	32
11:00	0	0	1	0	1	2	2	2	2	0	0	0	1	11
Total	14	13	51	79	174	335	425	288	148	81	30	14	7	1661

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/12/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	1	1	1	1	0	0	0	1	0
1:00	0	0	0	1	0	1	1	0	0	1	0	0	0	4
2:00	0	0	0	0	0	0	1	1	0	0	0	0	0	2
3:00	0	0	0	1	0	1	0	0	0	0	0	0	0	2
4:00	0	0	0	0	0	0	0	0	1	0	0	0	0	1
5:00	0	1	0	0	0	2	5	4	2	4	1	0	0	19
6:00	1	2	0	5	4	4	7	12	6	3	3	1	0	48
7:00	1	1	0	1	6	10	13	16	8	8	3	2	0	70
8:00	1	4	2	5	13	9	17	14	13	8	6	3	0	95
9:00	0	0	1	2	6	15	16	9	10	3	2	0	0	65
10:00	1	3	2	3	5	15	21	10	6	3	1	0	0	71
11:00	0	0	4	5	10	16	14	17	5	6	3	2	0	82
12:00 PM	0	4	2	5	9	26	31	25	10	4	5	0	0	121
1:00	0	0	0	5	16	13	15	16	5	2	2	0	0	74
2:00	0	1	3	6	16	27	28	17	8	5	2	1	1	115
3:00	0	1	3	7	12	26	24	23	10	6	2	2	0	116
4:00	0	1	3	5	11	32	31	23	13	7	3	1	0	130
5:00	0	0	4	11	13	37	40	27	16	9	1	0	0	158
6:00	2	1	4	9	18	22	32	24	11	7	0	1	2	133
7:00	1	2	2	6	11	18	13	6	4	0	0	0	0	63
8:00	0	0	0	8	13	20	19	9	2	2	2	0	0	75
9:00	1	0	3	5	17	11	8	8	4	1	1	0	0	59
10:00	0	0	2	1	1	4	4	2	1	0	0	1	0	16
11:00	0	0	0	1	2	7	1	2	0	1	1	1	0	16
Total	8	21	35	92	183	317	342	266	135	81	38	15	4	1540

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/13/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	2	3	2	9	5	3	2	0	0	0	26
1:00	0	0	0	1	1	0	0	0	1	0	0	0	0	3
2:00	0	0	0	0	0	1	1	0	0	0	0	0	0	2
3:00	0	0	0	0	1	1	0	1	0	0	0	0	0	3
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	2	3	1	1	1	2	0	0	10
6:00	1	0	0	3	2	3	6	8	7	1	3	3	0	37
7:00	0	4	0	4	4	12	15	13	11	5	2	0	0	70
8:00	0	1	2	2	8	22	15	19	12	4	3	1	1	91
9:00	0	1	1	5	12	17	16	8	4	3	1	1	2	71
10:00	0	2	1	3	14	12	13	7	1	5	1	1	0	60
11:00	3	0	3	1	5	19	11	16	7	3	0	0	1	69
12:00 PM	0	1	1	5	8	13	12	9	11	4	1	1	0	67
1:00	1	0	2	2	4	18	15	16	10	5	0	4	0	77
2:00	0	0	2	7	9	19	16	8	3	2	2	1	1	70
3:00	0	1	1	9	11	18	26	14	7	6	3	1	0	97
4:00	2	1	2	8	17	35	27	20	7	6	1	1	0	127
5:00	0	1	7	13	21	31	35	26	15	10	4	0	0	163
6:00	1	0	4	7	11	36	28	31	17	12	3	0	0	150
7:00	1	0	6	7	16	27	16	12	10	2	0	0	0	98
8:00	0	0	2	3	8	19	17	6	4	5	0	0	0	64
9:00	1	1	4	5	13	20	13	6	2	0	2	0	0	67
10:00	0	0	2	2	5	6	3	2	0	0	0	0	0	20
11:00	0	0	1	4	2	11	3	0	0	0	0	0	0	21
Total	10	13	41	93	175	344	300	228	133	76	28	14	5	1463

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/14/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	2	4	4	0	0	0	0	0	0	10
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	1	0	1	2	1	0	0	0	0	0	5
3:00	0	0	0	0	1	0	0	1	1	0	1	0	0	4
4:00	0	0	0	0	0	0	1	1	0	0	0	0	0	2
5:00	0	1	1	0	2	2	1	1	1	0	0	0	0	9
6:00	1	1	0	0	3	4	7	7	5	2	0	2	0	32
7:00	0	1	2	2	3	15	8	11	5	5	3	0	0	56
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	1	3	3	3	11	26	23	21	12	8	3	3	0	118
Grand Total	38	61	172	328	651	1310	1426	1047	564	304	115	50	18	6094

Stats

Percentile

15th

50th

85th

95th

Speed

14

19

25

29

Mean Speed (Average)

19.3

10 MPH Pace Speed

14-23

Number in Pace

3987

Percent in Pace

65.4%

Number > 24 MPH

1061

Percent > 24 MPH

17.4%

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: HARRISON btwn KNOWLE

Station ID:

Location 1: E Harrison Ave btwn Knowles St and Morse Ave

Location 2: Royal Oak

Location 3:

Location 4:

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/10/2024	6/10/2024		6/11/2024		6/12/2024		6/13/2024		6/14/2024		Weekday Average		6/15/2024		6/16/2024	
Time	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB
12:00 AM	*	*	6	3	4	1	16	10	8	2	8	4	*	*	*	*
1:00	*	*	1	1	1	3	3	0	0	0	1	1	*	*	*	*
2:00	*	*	0	1	2	0	2	0	3	2	2	1	*	*	*	*
3:00	*	*	1	0	2	0	2	1	1	3	2	1	*	*	*	*
4:00	*	*	0	1	0	1	0	0	0	2	0	1	*	*	*	*
5:00	*	*	7	12	6	13	3	7	5	4	5	9	*	*	*	*
6:00	*	*	11	33	21	27	12	25	13	19	14	26	*	*	*	*
7:00	*	*	21	66	14	56	21	49	17	39	18	52	*	*	*	*
8:00	*	*	26	78	31	64	28	63	*	*	28	68	*	*	*	*
9:00	28	58	20	36	30	35	33	38	*	*	28	42	*	*	*	*
10:00	28	42	33	34	31	40	30	30	*	*	30	36	*	*	*	*
11:00	45	47	32	35	30	52	34	35	*	*	35	42	*	*	*	*
12:00 PM	46	38	45	53	50	71	29	38	*	*	42	50	*	*	*	*
1:00	55	38	53	41	31	43	36	41	*	*	44	41	*	*	*	*
2:00	47	43	61	58	56	59	40	30	*	*	51	48	*	*	*	*
3:00	63	49	46	47	58	58	51	46	*	*	54	50	*	*	*	*
4:00	84	62	100	67	64	66	74	53	*	*	80	62	*	*	*	*
5:00	89	61	105	84	88	70	83	80	*	*	91	74	*	*	*	*
6:00	72	58	65	80	70	63	58	92	*	*	66	73	*	*	*	*
7:00	50	50	64	50	39	24	55	43	*	*	52	42	*	*	*	*
8:00	47	25	43	31	34	41	31	33	*	*	39	32	*	*	*	*
9:00	35	15	42	25	37	22	45	22	*	*	40	21	*	*	*	*
10:00	21	4	16	16	9	7	15	5	*	*	15	8	*	*	*	*
11:00	7	5	6	5	8	8	15	6	*	*	9	6	*	*	*	*
Total	717	595	804	857	716	824	716	747	47	71	754	790	0	0	0	0
Day	1312		1661		1540		1463		118		1544		0		0	
AM Peak	11:00	9:00	10:00	8:00	8:00	8:00	11:00	8:00	7:00	7:00	11:00	8:00				
Volume	45	58	33	78	31	64	34	63	17	39	35	68				
PM Peak	5:00	4:00	5:00	5:00	5:00	12:00 PM	5:00	6:00			5:00	5:00				
Volume	89	62	105	84	88	71	83	92			91	74				
Comb Total	1312		1661		1540		1463		118		1544		0		0	
ADT	ADT: 1,547		AADT: 1,547													

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: NB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/10/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	0	4	3	3	2	15	20	6	1	0	0	0	0	54
10:00	0	0	0	1	0	3	10	11	8	1	0	0	0	34
11:00	1	0	0	2	9	6	8	4	5	0	0	0	0	35
12:00 PM	0	0	0	0	3	9	8	7	4	1	1	0	0	33
1:00	0	0	0	3	2	7	14	9	2	1	0	0	0	38
2:00	0	0	0	1	3	8	9	18	1	1	0	0	0	41
3:00	0	2	0	1	3	8	15	12	7	1	0	0	0	49
4:00	0	0	1	0	1	7	18	15	5	2	0	0	0	49
5:00	0	1	2	1	5	13	21	9	5	0	0	0	0	57
6:00	0	0	0	4	7	11	16	6	7	1	0	0	0	52
7:00	0	1	1	0	6	13	10	11	2	0	0	0	0	44
8:00	0	0	2	2	3	7	7	3	0	0	0	0	0	24
9:00	0	1	1	1	3	4	4	3	0	0	2	0	0	19
10:00	0	1	1	1	0	0	0	0	0	0	0	0	0	3
11:00	0	0	0	1	0	3	1	2	0	0	0	0	0	7
Total	1	10	11	21	47	114	161	116	47	8	3	0	0	539

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: NB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/11/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	1	1	0	1	0	0	0	0	0	3
1:00	0	0	0	0	0	0	1	0	1	0	0	0	0	2
2:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
5:00	0	0	0	0	0	2	2	3	2	1	0	0	0	10
6:00	0	0	1	0	3	2	2	6	3	2	0	0	0	19
7:00	0	0	0	0	2	6	12	18	10	2	1	0	0	51
8:00	0	0	6	2	1	5	23	18	9	2	1	0	0	67
9:00	0	0	2	1	3	0	5	7	12	4	1	0	0	35
10:00	0	0	0	0	1	1	5	9	7	3	1	0	0	27
11:00	0	0	1	1	4	12	8	5	5	1	0	0	0	37
12:00 PM	2	1	0	2	6	14	9	7	1	1	0	0	0	43
1:00	0	1	0	2	7	9	15	4	5	0	0	0	0	43
2:00	0	1	0	2	6	10	7	15	8	0	1	0	0	50
3:00	0	0	0	1	1	7	17	5	3	3	0	0	0	37
4:00	0	0	0	1	12	13	15	17	9	1	0	0	0	68
5:00	0	0	0	0	16	17	24	14	4	4	0	0	0	79
6:00	0	0	1	0	7	17	29	12	6	1	0	0	0	73
7:00	0	0	1	5	7	10	12	11	3	1	0	0	0	50
8:00	0	0	2	1	2	9	3	6	1	1	0	0	0	25
9:00	0	0	1	1	5	8	6	3	2	0	0	0	0	26
10:00	0	0	0	3	0	5	5	3	2	0	0	0	0	18
11:00	0	0	1	0	0	1	1	2	1	0	1	0	0	7
Total	2	3	16	22	84	150	202	166	94	27	6	0	0	772



# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: NB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/12/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	1	1	0	1	0	0	0	3
1:00	0	0	0	0	0	2	1	1	0	1	0	0	0	5
2:00	0	0	0	0	1	0	0	0	0	0	0	0	0	1
3:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	1	0	0	0	1	0	2
5:00	0	0	0	0	0	1	2	3	3	0	0	0	0	9
6:00	0	0	0	1	0	1	9	4	5	2	0	1	0	23
7:00	0	0	0	0	0	3	11	12	11	0	1	0	0	38
8:00	0	0	0	0	2	11	16	24	8	1	0	0	0	62
9:00	0	0	1	0	3	6	6	8	2	2	0	0	0	28
10:00	0	0	0	0	4	7	10	12	2	0	1	0	0	36
11:00	0	0	1	1	2	4	8	18	11	2	0	0	0	47
12:00 PM	0	0	0	0	5	9	25	13	12	0	0	0	0	64
1:00	0	0	2	0	6	11	12	13	6	2	0	0	0	52
2:00	1	1	0	5	4	10	17	16	4	2	0	0	0	60
3:00	0	0	0	2	3	14	12	19	7	3	0	0	0	60
4:00	0	0	0	2	3	7	18	19	7	0	0	0	0	56
5:00	0	1	2	2	4	20	21	19	4	0	0	0	0	73
6:00	0	0	0	3	11	12	21	8	4	0	0	0	0	59
7:00	0	0	2	0	9	7	7	4	2	2	0	0	0	33
8:00	0	1	0	0	9	16	9	5	1	0	0	0	0	41
9:00	0	0	0	1	6	8	4	4	0	0	0	0	0	23
10:00	0	0	0	0	0	3	4	1	2	0	0	0	0	10
11:00	0	0	1	0	1	3	2	5	0	0	0	0	0	12
Total	1	3	9	17	73	155	216	211	91	18	2	2	0	798

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: NB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/13/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	2	2	1	2	2	1	0	0	0	0	10
1:00	0	0	0	0	0	0	0	2	0	0	0	0	0	2
2:00	0	0	0	0	0	0	2	0	0	0	0	0	0	2
3:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	1	1	3	1	0	0	0	0	6
6:00	0	1	2	0	1	3	6	3	5	2	0	0	0	23
7:00	0	0	0	0	1	4	15	12	3	4	1	0	0	40
8:00	0	2	0	1	7	9	24	10	5	1	0	0	0	59
9:00	0	0	1	1	2	13	10	3	2	1	0	0	0	33
10:00	0	0	1	2	3	3	8	7	3	1	0	0	0	28
11:00	0	1	1	2	4	11	11	4	3	0	0	0	0	37
12:00 PM	0	1	1	1	3	4	18	9	6	1	0	0	0	44
1:00	0	0	0	1	3	8	12	11	2	0	1	0	0	38
2:00	0	0	1	0	2	8	13	6	7	2	0	0	0	39
3:00	0	0	0	1	6	11	16	17	5	0	0	0	0	56
4:00	0	1	0	2	4	12	14	8	6	0	0	0	0	47
5:00	0	1	0	2	14	27	22	11	3	0	0	0	0	81
6:00	0	1	0	3	14	20	22	22	4	0	0	0	0	86
7:00	0	0	0	0	2	9	13	10	4	0	0	0	0	38
8:00	0	0	1	3	4	9	13	6	1	0	0	0	0	37
9:00	0	1	0	1	6	6	6	4	0	0	0	0	0	24
10:00	0	0	0	0	0	1	3	5	1	0	0	0	0	10
11:00	0	0	0	0	1	2	0	2	0	0	1	0	0	6
Total	0	9	8	22	79	162	232	155	64	12	3	0	0	747

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: NB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/14/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	1	0	0	2	1	0	0	0	0	0	4
1:00	0	0	0	0	0	1	2	0	0	0	0	0	0	3
2:00	0	1	0	0	0	0	0	0	1	0	0	0	0	2
3:00	0	0	0	0	0	0	0	2	1	0	0	0	0	3
4:00	0	0	0	0	2	2	0	2	0	0	0	0	0	6
5:00	0	0	0	0	0	0	1	2	1	2	0	0	0	6
6:00	0	0	0	0	0	4	5	5	5	1	1	1	0	22
7:00	0	0	0	1	2	8	10	6	5	2	0	0	0	34
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	1	0	2	4	15	20	18	13	5	1	1	0	80
Grand Total	4	26	44	84	287	596	831	666	309	70	15	3	0	2936

Stats

Percentile

15th

50th

85th

95th

Speed

15

20

24

26

Mean Speed (Average)

19.4

10 MPH Pace Speed

15-24

Number in Pace

2195

Percent in Pace

74.8%

Number > 24 MPH

398

Percent > 24 MPH

13.6%

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: SB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/10/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	0	0	0	1	2	3	15	6	1	0	0	0	0	28
10:00	0	0	0	2	2	11	9	2	1	1	0	0	0	28
11:00	0	0	1	2	6	9	17	2	0	0	0	0	0	37
12:00 PM	0	0	1	1	8	14	10	6	1	0	0	1	0	42
1:00	0	0	2	2	7	15	18	5	1	0	0	0	0	50
2:00	0	0	0	3	3	10	16	7	2	0	0	0	0	41
3:00	0	0	0	0	3	19	19	12	0	0	0	0	0	53
4:00	0	1	0	0	2	12	25	16	3	1	0	0	0	60
5:00	0	0	0	1	6	23	33	20	3	0	0	0	0	86
6:00	0	0	0	1	4	10	23	10	2	0	0	0	0	50
7:00	0	0	1	3	4	11	13	2	0	0	0	0	0	34
8:00	1	0	0	1	6	12	11	3	1	0	0	0	0	35
9:00	0	1	1	1	3	7	4	6	0	0	0	0	0	23
10:00	0	0	0	0	0	3	5	4	0	0	0	1	0	13
11:00	0	0	0	1	0	5	3	0	0	0	0	0	0	9
Total	1	2	6	19	56	164	221	101	15	2	0	2	0	589

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: SB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/11/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	1	1	2	1	0	0	0	0	0	5
1:00	0	0	0	0	0	0	0	1	0	0	0	0	0	1
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00	0	0	0	0	0	1	1	0	0	0	0	0	0	2
4:00	0	0	0	0	0	0	0	0	1	0	0	0	0	1
5:00	0	0	0	1	0	0	4	3	0	0	0	0	0	8
6:00	0	0	0	0	0	3	6	3	0	0	0	0	0	12
7:00	0	0	0	1	0	3	12	7	2	0	0	0	0	25
8:00	0	0	0	2	2	4	9	7	1	0	0	0	0	25
9:00	0	0	0	1	0	0	14	6	2	0	0	0	0	23
10:00	0	1	1	1	0	5	14	9	2	0	0	0	0	33
11:00	0	1	0	2	4	8	5	6	4	0	0	0	0	30
12:00 PM	0	1	3	5	10	18	5	3	0	0	0	0	0	45
1:00	0	1	0	1	8	8	13	5	3	0	0	0	0	39
2:00	0	0	0	2	4	14	20	9	2	0	0	0	0	51
3:00	1	0	1	1	3	11	18	9	2	0	0	0	0	46
4:00	0	0	0	1	7	34	34	13	1	0	0	0	0	90
5:00	0	0	1	1	7	30	36	14	2	1	0	0	0	92
6:00	0	0	1	1	9	19	15	8	2	0	0	0	0	55
7:00	0	1	0	5	8	18	14	3	0	0	0	0	0	49
8:00	0	0	1	4	6	7	10	3	1	0	0	0	0	32
9:00	0	0	0	1	6	13	7	3	0	0	0	0	0	30
10:00	0	0	1	0	1	6	4	1	0	0	0	0	0	13
11:00	0	0	0	0	0	1	2	1	0	0	0	0	0	4
Total	1	5	9	30	76	204	245	115	25	1	0	0	0	711

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: SB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/12/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	1	2	0	1	0	0	0	4
1:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:00	0	0	0	0	0	3	1	0	1	0	0	0	0	5
3:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	1	1	2	0	0	0	0	0	4
6:00	0	0	0	1	1	7	5	3	2	0	0	0	0	19
7:00	0	0	0	0	2	2	9	7	0	0	0	0	0	20
8:00	0	0	0	1	5	5	15	8	0	0	0	0	0	34
9:00	0	0	0	0	2	5	17	6	1	0	0	0	0	31
10:00	0	0	0	0	3	6	10	5	0	0	0	0	0	24
11:00	0	0	1	1	3	6	13	10	0	0	0	0	0	34
12:00 PM	0	0	0	0	1	10	21	12	2	0	0	0	0	46
1:00	0	1	0	3	2	7	14	7	2	0	0	0	0	36
2:00	0	1	0	2	6	7	20	12	2	0	0	0	0	50
3:00	0	1	0	3	7	7	27	12	2	1	0	0	0	60
4:00	0	0	0	2	5	17	28	15	2	0	0	0	0	69
5:00	0	0	0	2	8	18	34	14	2	1	0	0	0	79
6:00	0	0	2	5	5	12	33	7	0	0	0	0	0	64
7:00	0	0	0	2	6	9	10	4	1	0	0	0	0	32
8:00	0	0	0	5	5	13	9	1	0	0	0	0	0	33
9:00	0	1	2	3	7	7	6	5	1	0	0	0	0	32
10:00	0	0	0	0	2	2	5	5	0	0	0	0	0	14
11:00	0	0	1	0	1	5	4	2	0	0	0	0	0	13
Total	0	4	6	30	71	150	283	139	18	3	0	0	0	704

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: SB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/13/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	1	3	6	1	0	1	0	0	0	12
1:00	0	0	0	0	0	0	1	2	0	0	0	0	0	3
2:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
3:00	0	0	0	1	1	0	0	1	0	0	0	0	0	3
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	0	3	1	1	0	0	0	0	5
6:00	0	0	0	2	1	3	5	8	0	0	0	0	0	19
7:00	0	0	1	0	1	7	7	5	3	0	0	0	0	24
8:00	0	0	0	0	4	8	6	8	0	0	0	0	0	26
9:00	0	0	1	0	3	10	12	5	0	0	0	0	0	31
10:00	1	1	4	3	4	8	4	5	0	0	0	0	0	30
11:00	0	0	1	2	6	9	11	4	2	0	0	0	0	35
12:00 PM	0	0	0	1	2	3	11	10	4	1	0	0	0	32
1:00	0	0	0	2	4	10	13	11	1	0	0	0	0	41
2:00	0	0	0	2	3	10	11	9	1	0	0	0	0	36
3:00	0	1	0	1	3	6	18	6	2	1	0	0	0	38
4:00	2	1	3	6	9	17	30	15	2	0	0	0	0	85
5:00	0	0	0	2	9	24	25	14	2	1	0	0	0	77
6:00	0	1	0	5	4	19	21	7	1	0	0	0	0	58
7:00	0	0	0	1	5	19	19	2	0	0	0	0	0	46
8:00	0	1	0	0	6	14	7	7	0	1	0	0	0	36
9:00	0	0	1	2	2	8	9	1	0	0	0	0	0	23
10:00	0	0	0	0	1	6	7	3	1	0	0	0	0	18
11:00	0	1	0	0	3	0	4	4	0	1	0	0	0	13
Total	3	6	11	30	72	185	230	129	20	6	0	0	0	692

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: SB

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/14/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	1	2	2	2	2	0	0	0	0	0	9
1:00	0	0	0	0	0	0	0	0	2	0	0	0	0	2
2:00	0	0	0	0	1	0	1	1	0	0	0	0	0	3
3:00	0	0	0	0	1	1	0	0	0	0	0	0	0	2
4:00	0	0	0	0	0	0	1	0	0	0	0	0	0	1
5:00	0	0	0	0	0	2	2	1	0	0	0	0	0	5
6:00	0	0	0	1	2	3	1	7	1	0	0	0	0	15
7:00	0	0	0	1	2	3	10	6	1	0	0	0	0	23
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	0	0	3	8	11	17	17	4	0	0	0	0	60
Grand Total	5	17	32	112	283	714	996	501	82	12	0	2	0	2756

Stats

Percentile

Speed

Mean Speed (Average)

10 MPH Pace Speed

Number in Pace

Percent in Pace

Number > 24 MPH

Percent > 24 MPH

15th

50th

85th

95th

15

19

22

23

18.3

14-23

2298

83.4%

96

3.5%



# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/10/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	0	4	3	4	4	18	35	12	2	0	0	0	0	82
10:00	0	0	0	3	2	14	19	13	9	2	0	0	0	62
11:00	1	0	1	4	15	15	25	6	5	0	0	0	0	72
12:00 PM	0	0	1	1	11	23	18	13	5	1	1	1	0	75
1:00	0	0	2	5	9	22	32	14	3	1	0	0	0	88
2:00	0	0	0	4	6	18	25	25	3	1	0	0	0	82
3:00	0	2	0	1	6	27	34	24	7	1	0	0	0	102
4:00	0	1	1	0	3	19	43	31	8	3	0	0	0	109
5:00	0	1	2	2	11	36	54	29	8	0	0	0	0	143
6:00	0	0	0	5	11	21	39	16	9	1	0	0	0	102
7:00	0	1	2	3	10	24	23	13	2	0	0	0	0	78
8:00	1	0	2	3	9	19	18	6	1	0	0	0	0	59
9:00	0	2	2	2	6	11	8	9	0	0	2	0	0	42
10:00	0	1	1	1	0	3	5	4	0	0	0	1	0	16
11:00	0	0	0	2	0	8	4	2	0	0	0	0	0	16
Total	2	12	17	40	103	278	382	217	62	10	3	2	0	1128

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/11/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	2	2	2	2	0	0	0	0	0	8
1:00	0	0	0	0	0	0	1	1	1	0	0	0	0	3
2:00	0	0	0	0	0	1	0	0	0	0	0	0	0	1
3:00	0	0	0	0	0	1	1	0	0	0	0	0	0	2
4:00	0	0	0	0	0	0	1	0	1	0	0	0	0	2
5:00	0	0	0	1	0	2	6	6	2	1	0	0	0	18
6:00	0	0	1	0	3	5	8	9	3	2	0	0	0	31
7:00	0	0	0	1	2	9	24	25	12	2	1	0	0	76
8:00	0	0	6	4	3	9	32	25	10	2	1	0	0	92
9:00	0	0	2	2	3	0	19	13	14	4	1	0	0	58
10:00	0	1	1	1	1	6	19	18	9	3	1	0	0	60
11:00	0	1	1	3	8	20	13	11	9	1	0	0	0	67
12:00 PM	2	2	3	7	16	32	14	10	1	1	0	0	0	88
1:00	0	2	0	3	15	17	28	9	8	0	0	0	0	82
2:00	0	1	0	4	10	24	27	24	10	0	1	0	0	101
3:00	1	0	1	2	4	18	35	14	5	3	0	0	0	83
4:00	0	0	0	2	19	47	49	30	10	1	0	0	0	158
5:00	0	0	1	1	23	47	60	28	6	5	0	0	0	171
6:00	0	0	2	1	16	36	44	20	8	1	0	0	0	128
7:00	0	1	1	10	15	28	26	14	3	1	0	0	0	99
8:00	0	0	3	5	8	16	13	9	2	1	0	0	0	57
9:00	0	0	1	2	11	21	13	6	2	0	0	0	0	56
10:00	0	0	1	3	1	11	9	4	2	0	0	0	0	31
11:00	0	0	1	0	0	2	3	3	1	0	1	0	0	11
Total	3	8	25	52	160	354	447	281	119	28	6	0	0	1483

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/12/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	0	0	0	2	3	0	2	0	0	0	7
1:00	0	0	0	0	0	2	1	1	0	1	0	0	0	5
2:00	0	0	0	0	1	3	1	0	1	0	0	0	0	6
3:00	0	0	0	0	0	1	0	1	0	0	0	0	0	2
4:00	0	0	0	0	0	0	0	1	0	0	0	1	0	2
5:00	0	0	0	0	0	2	3	5	3	0	0	0	0	13
6:00	0	0	0	2	1	8	14	7	7	2	0	1	0	42
7:00	0	0	0	0	2	5	20	19	11	0	1	0	0	58
8:00	0	0	0	1	7	16	31	32	8	1	0	0	0	96
9:00	0	0	1	0	5	11	23	14	3	2	0	0	0	59
10:00	0	0	0	0	7	13	20	17	2	0	1	0	0	60
11:00	0	0	2	2	5	10	21	28	11	2	0	0	0	81
12:00 PM	0	0	0	0	6	19	46	25	14	0	0	0	0	110
1:00	0	1	2	3	8	18	26	20	8	2	0	0	0	88
2:00	1	2	0	7	10	17	37	28	6	2	0	0	0	110
3:00	0	1	0	5	10	21	39	31	9	4	0	0	0	120
4:00	0	0	0	4	8	24	46	34	9	0	0	0	0	125
5:00	0	1	2	4	12	38	55	33	6	1	0	0	0	152
6:00	0	0	2	8	16	24	54	15	4	0	0	0	0	123
7:00	0	0	2	2	15	16	17	8	3	2	0	0	0	65
8:00	0	1	0	5	14	29	18	6	1	0	0	0	0	74
9:00	0	1	2	4	13	15	10	9	1	0	0	0	0	55
10:00	0	0	0	0	2	5	9	6	2	0	0	0	0	24
11:00	0	0	2	0	2	8	6	7	0	0	0	0	0	25
Total	1	7	15	47	144	305	499	350	109	21	2	2	0	1502

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/13/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	2	3	4	8	3	1	1	0	0	0	22
1:00	0	0	0	0	0	0	1	2	2	0	0	0	0	5
2:00	0	0	0	0	0	1	2	0	0	0	0	0	0	3
3:00	0	0	0	1	1	0	1	1	0	0	0	0	0	4
4:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5:00	0	0	0	0	0	1	4	4	2	0	0	0	0	11
6:00	0	1	2	2	2	6	11	11	5	2	0	0	0	42
7:00	0	0	1	0	2	11	22	17	6	4	1	0	0	64
8:00	0	2	0	1	11	17	30	18	5	1	0	0	0	85
9:00	0	0	2	1	5	23	22	8	2	1	0	0	0	64
10:00	1	1	5	5	7	11	12	12	3	1	0	0	0	58
11:00	0	1	2	4	10	20	22	8	5	0	0	0	0	72
12:00 PM	0	1	1	2	5	7	29	19	10	2	0	0	0	76
1:00	0	0	0	3	7	18	25	22	3	0	1	0	0	79
2:00	0	0	1	2	5	18	24	15	8	2	0	0	0	75
3:00	0	1	0	2	9	17	34	23	7	1	0	0	0	94
4:00	2	2	3	8	13	29	44	23	8	0	0	0	0	132
5:00	0	1	0	4	23	51	47	25	5	1	0	0	0	158
6:00	0	2	0	8	18	39	43	29	5	0	0	0	0	144
7:00	0	0	0	1	7	28	32	12	4	0	0	0	0	84
8:00	0	1	1	3	10	23	20	13	1	1	0	0	0	73
9:00	0	1	1	3	8	14	15	5	0	0	0	0	0	47
10:00	0	0	0	0	1	7	10	8	2	0	0	0	0	28
11:00	0	1	0	0	4	2	4	6	0	1	1	0	0	19
Total	3	15	19	52	151	347	462	284	84	18	3	0	0	1439

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Direction: Combined

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/14/2024	> 3 - 6	> 6 - 9	> 9 - 12	> 12 - 15	> 15 - 18	> 18 - 21	> 21 - 24	> 24 - 27	> 27 - 30	> 30 - 33	> 33 - 36	> 36 - 39	> 39 MPH	Total
Time 0 - 3 MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH MPH														
12:00 AM	0	0	0	2	2	2	4	3	0	0	0	0	0	13
1:00	0	0	0	0	0	1	2	0	2	0	0	0	0	5
2:00	0	1	0	0	1	0	1	1	1	0	0	0	0	5
3:00	0	0	0	0	1	1	0	2	1	0	0	0	0	5
4:00	0	0	0	0	2	2	1	2	0	0	0	0	0	7
5:00	0	0	0	0	0	2	3	3	1	2	0	0	0	11
6:00	0	0	0	1	2	7	6	12	6	1	1	1	0	37
7:00	0	0	0	2	4	11	20	12	6	2	0	0	0	57
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	1	0	5	12	26	37	35	17	5	1	1	0	140
Grand Total	9	43	76	196	570	1310	1827	1167	391	82	15	5	0	5692

Stats

Percentile

15th

50th

85th

95th

Speed

15

19

23

25

Mean Speed (Average)

18.9

10 MPH Pace Speed

14-23

Number in Pace

4474

Percent in Pace

78.6%

Number > 24 MPH

494

Percent > 24 MPH

8.7%

# Transportation Improvement Association

100 E. Big Beaver Road, Suite 910

Troy, Michigan 48083

Site Code: MORSE btwn HARRISON

Station ID:

Location 1: Morse Ave btwn E Parent Ave and E Harrison Ave

Location 2: Royal Oak

Location 3:

Location 4:

Comment 1:

Comment 2:

Comment 3:

Comment 4:

Latitude: 0.000000

Longitude: 0.000000

6/10/2024	6/10/2024		6/11/2024		6/12/2024		6/13/2024		6/14/2024		Weekday Average		6/15/2024		6/16/2024	
Time	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB
12:00 AM	*	*	3	5	3	4	10	12	4	9	5	8	*	*	*	*
1:00	*	*	2	1	5	0	2	3	3	2	3	2	*	*	*	*
2:00	*	*	1	0	1	5	2	1	2	3	2	2	*	*	*	*
3:00	*	*	0	2	1	1	1	3	3	2	1	2	*	*	*	*
4:00	*	*	1	1	2	0	0	0	6	1	2	0	*	*	*	*
5:00	*	*	10	8	9	4	6	5	6	5	8	6	*	*	*	*
6:00	*	*	19	12	23	19	23	19	22	15	22	16	*	*	*	*
7:00	*	*	51	25	38	20	40	24	34	23	41	23	*	*	*	*
8:00	*	*	67	25	62	34	59	26	*	*	63	28	*	*	*	*
9:00	54	28	35	23	28	31	33	31	*	*	38	28	*	*	*	*
10:00	34	28	27	33	36	24	28	30	*	*	31	29	*	*	*	*
11:00	35	37	37	30	47	34	37	35	*	*	39	34	*	*	*	*
12:00 PM	33	42	43	45	64	46	44	32	*	*	46	41	*	*	*	*
1:00	38	50	43	39	52	36	38	41	*	*	43	42	*	*	*	*
2:00	41	41	50	51	60	50	39	36	*	*	48	44	*	*	*	*
3:00	49	53	37	46	60	60	56	38	*	*	50	49	*	*	*	*
4:00	49	60	68	90	56	69	47	85	*	*	55	76	*	*	*	*
5:00	57	86	79	92	73	79	81	77	*	*	72	84	*	*	*	*
6:00	52	50	73	55	59	64	86	58	*	*	68	57	*	*	*	*
7:00	44	34	50	49	33	32	38	46	*	*	41	40	*	*	*	*
8:00	24	35	25	32	41	33	37	36	*	*	32	34	*	*	*	*
9:00	19	23	26	30	23	32	24	23	*	*	23	27	*	*	*	*
10:00	3	13	18	13	10	14	10	18	*	*	10	14	*	*	*	*
11:00	7	9	7	4	12	13	6	13	*	*	8	10	*	*	*	*
Total	539	589	772	711	798	704	747	692	80	60	751	696	0	0	0	0
Day	1128		1483		1502		1439		140		1447		0		0	
AM Peak	9:00	11:00	8:00	10:00	8:00	8:00	8:00	11:00	7:00	7:00	8:00	11:00				
Volume	54	37	67	33	62	34	59	35	34	23	63	34				
PM Peak	5:00	5:00	5:00	5:00	5:00	5:00	6:00	4:00			5:00	5:00				
Volume	57	86	79	92	73	79	86	85			72	84				
Comb Total	1128		1483		1502		1439		140		1447		0		0	
ADT	ADT: 1,446		AADT: 1,446													

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Support for Main Street Oakland County Placemaking and Public Spaces Program Grant Application</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Community Development - Planning</b>
<b>PRESENTER</b>	<b>Daniel Solomon/Jill Martin</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### EXECUTIVE SUMMARY

Years ago, a portion of what was formerly W. Fifth Street, between S. Washington and S. Lafayette, was closed and converted to mainly pedestrian traffic when The Fifth Condominium Project was being constructed. This already converted area serves as a pipeline from the South Lafayette parking structure to the shopping corridor on S. Washington. With the addition of Baker College on Lafayette, this area is even more crucial to pedestrian traffic and leading college students to the retail corridor. This proposed transformational project has been approved in concept by the DDA Board and is currently in a concept revision phase integrating City Commission priorities and feedback. Funding in the amount of \$1.5 million has been budgeted for this project in the DDA's development fund.

The request herein is for City Commission's support for DDA staff to apply to Main Street Oakland County for a placemaking and public spaces program grant for an unspecified amount not to exceed \$250,000 for additional planning and early construction demonstration elements. The DDA authorized staff to apply for the grant funding at its regular meeting on June 26, 2024.

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### FISCAL IMPACT

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>0</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$1.5M</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>247 729 82500</b>
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☐ No fiscal impact

☒ Workload impact (details below)

☒ Revenue impact (details below)

☒ Operations Impact (details below)

**REVENUE IMPACT:**

Beyond improving aesthetics, this project will positively contribute to local job opportunities, increased property values, private investment and tax revenue. This project will increase foot traffic and economic activity, while simultaneously creating a sense of belonging, foster community pride and establish broader and deeper social connections.

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**WORKLOAD IMPACT:** The project primarily relies on DDA staff and contracted work throughout design/engineering phases. Implementation/Construction may occur in phases but will be a single bid award. Director of Community Development, Downtown Manager and City Engineering will be involved to the extent of consultation and approval of design and plans. Building and DPS will be impacted throughout the review and permit processes, including the coordination of utility needs and green infrastructure initiatives. Sustainability Manager will also be consulted for green initiatives. Future sustainability in terms of plaza maintenance will involve DPS.

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**OPERATIONS IMPACT:** Placemaking is a powerful concept that contributes to transforming stagnant spaces into vibrant, livable and community-driven spaces. This Downtown Development Authority (DDA) project is proposing the conversion of the currently closed portion of W. Fifth Street to a pedestrian focused plaza to enhance walkability, encourage community engagement and provide a pleasant environment for residents, business owners and their patrons, and visitors to the Royal Oak area.

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**ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

This project aligns with Royal Oak's **Strategic Plan** Goals as listed below;

Welcoming, Engaged and Livable Community – Aligns with priorities of fostering social engagement and civic pride, providing individuals access to social infrastructure through community connectivity and amenities. Maintaining an exceptional system of parks and public spaces.

This project also aligns with Royal Oak's **S-CAP Water Priority** focus, proactively managing water infrastructure including green stormwater: 4.4. Provide resilience against more intense precipitation. (4.4.2. Perform green infrastructure feasibility check for all city construction projects)

\*Plaza designs include permeable paving or other acceptable green infrastructure including green infrastructure for drainage and runoff

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**COMMUNITY ENGAGEMENT**

Two different surveys were conducted to determine project priorities initially, then to determine popular visual appearance preferences. Engagement sessions were held in March 2023 with



key stake holders that included property and business owners. Additional community engagement sessions were held in April and May of 2023.

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## **BOARD AND COMMISSION FEEDBACK**

The Downtown Development Authority has been engaged since the very beginning of the process of developing the project, starting with the selection of a design partner in the summer/fall of 2022. The first designs were shared with the DDA Board in April 2023.

City commission reviewed concept plans in January 2024 and in February 2024 commission appointed a committee to meet with the DDA and make a site visit to more fully understand the project scope and present opinions to be incorporated into the design concepts.

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby acknowledges a request from the Downtown Development Authority (DDA) and the City of Royal Oak Grants Coordinator and supports the submission of a grant application for the Main Street Oakland County Placemaking and Public Spaces Program, and

**BE IT FURTHER RESOLVED**, that the Executive Director of the Downtown Development Authority is authorized to sign and submit all grant-related documents on behalf of the City of Royal Oak and Downtown Development Authority relative to the Main Street Oakland County Placemaking and Public Spaces Program Grant.

### **ATTACHMENTS:**

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## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>American Rescue Plan Act (ARPA) Funds for New Affordable, Multiple-Family Housing</b>
<b>SUBMITTING DEPARTMENT</b>	<b>Community Development - Planning</b>
<b>PRESENTER</b>	<b>Joseph M. Murphy, Director of Planning</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

At the July 22, 2024 city commission meeting, two developers, Akouri Group of Royal Oak, LLC (Akouri) and Lockwood Development Company, LLC (Lockwood), requested that the city commission reserve / set aside \$1.95 million of the city's ARPA funds to financially assist the construction of new affordable, multiple-family housing developments. The table below compares various aspects of the development projects.

	Lockwood	Akouri	minimum required by ARPA
~ total development cost	\$20M	\$18M	n/a
funding request	\$1.95M	\$1.95M	n/a
funding request as % of total develop. cost	9.8%	10.8%	n/a
affordability timeframe	30 years	20 years	20 years
# affordable units	34 units	6 units	5 & 6 respectively
# market rate units	17 units	48 units	n/a
total # of units	51 units	54 units	n/a
affordable units occupied by households with a maximum % of Area Median Income	60% AMI	120% AMI	120% AMI

The city commission discussed ways to partner with the Oakland County Housing Trust Fund (OCHTF) to leverage the funds and increase the likelihood of a project coming to fruition. In response to this inquiry, Kyle Hines, Housing Trust Funds Manager, will be present at the city commission's August 12<sup>th</sup> meeting. The OCHTF supports the development and preservation of affordable housing throughout Oakland County. It has a dedicated and experienced staff with an ever-growing portfolio. It has a funding application process for potential partners, such as local units of government, non-profits entities, and for-profit developers. Proposed developments must have access to supportive services to sustain the development such as, but not limited to, walkability to potential jobs, full-service grocers, transportation options, etc. Applications are reviewed in light of established criteria. Lockwood applied for funding and remains in contact with the OCHTF manager. Its application has been viewed favorably. However, the OCHTF Board and Oakland County Board of Commissioners must still review and approve the funding application prior to any formal commitment of OCHTF funds to the development project. The OCHTF manager has expressed the contractual expectation that Lockwood's project must be completed and receive a certificate of occupancy by no later than eighteen (18) months from execution of its loan agreement with OC. This timeline (18 months) may not be of sufficient length, for Lockwood to prepare all plans, documents and obtain approvals. ARPA funds may be expended on predevelopment costs such as land acquisition, environmental reviews,

professional design service, etc. They may also cover actual construction expenses. Given the magnitude of Lockwood's project, the OCHTF manager anticipates that the city and county's ARPA contributions to the project will be expended within six months of the start of construction. Lockwood's proposal provides a greater number of affordable units. These units would be available to households with an annual income no greater than 60% of AMI. At half the federal requirement (120% AMI), the units would be available to a far greater number of eligible households. Additionally, the units would remain "affordable" ten years longer than the ARPA minimum or twenty (20) years. Lockwood has generational experience with developing, building, and managing roughly 3,100 affordable housing apartment units across two states. They can navigate complex monitoring and reporting requirements. Lockwood also has extensive knowledge of alternative funding sources and mechanisms to make affordable housing a reality. Staff recommended that the city commission adopt a resolution authorizes the mayor and city clerk to execute the attached agreement with Oakland County. The agreement defines the terms and conditions to transfer \$1,950,000 of the city's ARPA funds to the OCHTF specific to Lockwood's development project. Should the project not come to fruition or fail to achieve the terms and conditions, the funds shall be returned to the city. It should be noted that Lockwood's conceptual development requires no less than site plan approval from the Royal Oak Planning Commission. It has not been reviewed for compliance with all city codes / ordinance. The sketch floor plan and renderings clearly depict the need for an easement across the city's property to the west. In order to finance this project, Lockwood has applied to the Michigan State Housing Development Authority (MSHDA) to secure low-income housing tax credits (LIHTC). Representatives from Lockwood have expressed the need for the city commission, in the future, to approve a payment in lieu of taxes (PILOT) associated with their LIHTC. In lieu of real property taxes, the owner of the development shall be assessed a reduced rate and municipal services fee. The rate is a defined percentage of their revenue. The municipal services fee is designed to cover any shortfall in funds to service with site with essential public services. As a point of reference, the housing development near the intersection of W. 13 Mile Rd. and Crooks Rd. is subject to a local PILOT.

## Fiscal Impact

BUDGET SUMMARY	
EXPENDITURE REQUIRED	\$1,950,000
AMOUNT CURRENTLY BUDGETED	\$1,950,000
BUDGET AMENDMENT REQUIRED	\$0.00 (BA between dept; net -0- effect on FB)
FUNDING SOURCE/ GL NUMBER	ARPA / 460-901-97000
WAS THIS A BUDGETED EXPENSE?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Workload impact (details below)

☐ Revenue impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

This item does not generate revenue.

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

This item does not generate an additional workload.

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

This item does not impact the city's operations.

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## **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

This item provides a “variety of housing that works for everyone” to fulfil the city commission’s strategic goal of being a “welcoming, engaged, and livable community”. This item also implements the city’s ARPA allocation plan by providing “financial assistance to develop new affordable housing”.

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## **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

Numerous prior ARPA public input sessions, focus groups, and comment opportunities at Royal Oak City Commission meetings.

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## **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

None.

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**Whereas** the Royal Oak City Commission City Commission allocated \$1.95 million of the city’s allotment of American Rescue Plan Act funds to financially assist the construction of new multiple-family affordable housing developments within the city; and

**Whereas** Lockwood Development Company, Inc. requests \$1.95 million of the city’s funds assist in the construction of a 5-story, mixed-income housing development in downtown Royal Oak with designated units, reserved for no less than 30 years, to be occupied by households with an annual income not to exceed 60% of the area median income.

**Whereas** the Royal Oak City Commission has determined that Lockwood Development Company, Inc.'s downtown Royal Oak project is consistent with its various goals and objectives; and

**Whereas** the Oakland County Board of Commissioners created and funded the Oakland County Housing Trust Fund to financially and technically support the development and preservation of affordable housing throughout the county; and

**Whereas** Lockwood Development Company, Inc.'s downtown Royal Oak project is more likely to come to fruition should the City of Royal Oak and Oakland County leverage funds together to financially assist in the project.

**Now therefore be it resolved,** the Royal Oak City Commission authorizes the mayor and city clerk to execute the attached agreement, upon any final revisions required by the city attorney, to transfer \$1.95 million to the Oakland County Housing Trust Fund to financially support Lockwood Development Company, Inc.'s conceptual project in downtown Royal Oak.

**ATTACHMENTS:**draft agreement to transfer ARPA funds.pdf

## **AGREEMENT BETWEEN THE CITY OF ROYAL OAK AND OAKLAND COUNTY**

This binding agreement dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ is made by the City of Royal Oak, a Michigan Municipal Corporation, with offices at 203 S. Troy Street, Royal Oak MI 48067 (the "City") and the Oakland County ("OC"), a Michigan Municipal Corporation, with office at 1200 N. Telegraph Road, Pontiac MI 48341.

Both parties agree to the following:

### **Section 1 - Purpose**

The City is a recipient of federal funds administered by the U.S. Department of the Treasury and distributed via assistance listing number 21.027. The American Rescue Plan Act (ARPA) authorized the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) to help local governments respond to the COVID-19 public health emergency and its negative economic impact. The Royal Oak City Commission allocated \$1,950,000 of its ARPA funds to financially assist the construction of new multiple-family affordable housing development within the city.

In 2022, the Oakland County Board of Commissioners (OCBC) created and initially funded the Oakland County Housing Trust Fund (OCHTF) in an ongoing effort to increase the availability of affordable or attainable rental and homeowner occupied housing throughout Oakland County. The OCHTF supports the development and preservation of affordable, attainable, workforce, and mixed-income housing by leveraging funding with the financial resources of the private sector and other government funding sources.

The OCHTF is governed by a 7-member board that, amongst other responsibilities, reviews and provides recommendations to the OCBC whether to fund applicants that create and preserve affordable housing.

Lockwood Development Company, Inc. (Lockwood) is under contract to purchase the surface parking lot on E. Third Street at Knowles Street in downtown Royal Oak. Lockwood envisions the construction of an approximately \$20 million dollar, 5-story mixed-income building with 51 units (36, 1-bedroom units & 15, 2-bedroom units) with at-grade and lower-level parking. The conceptual project would create 34 units occupied by households at no greater than 60% of annual area median income. These units will be preserved as affordable for no less than thirty (30) years.

Lockwood has submitted an application to county staff for funding from the OCHTF. Lockwood has also asked the Royal Oak City Commission to provide \$1,950,000 of financial assistance to their project.

The City is aware that regulations do not prohibit ARPA funds from being leveraged together to a singular project. Therefore, the Royal Oak City Commission wishes to transfer ARPA funds to the OCHTF to specifically assist Lockwood's conceptual Royal Oak project.

On \_\_\_\_\_, the OCBC approved, by written resolution, the acceptance of \$1,950,000 in ARPA funds from the City to specifically assist Lockwood's conceptual Royal Oak

project.

The purpose of this Agreement is to provide capital to the Oakland County Neighborhood & Housing Development Division's Oakland County Housing Trust Fund to financially support Lockwood Development Company, Inc's mixed-income housing development at the vacant property legally described as Lot 30, except the west 300 feet, Assessor's Plat No. 9, T1N, R11E, Section 22 (Parcel Identification Number 25-22-104-016). These funds shall not be used by Oakland County for administration or oversight but shall be available in full to Lockwood should they fulfil their obligations to OC.

## **Section 2 – Schedule to Release City Funds**

The City agrees to an electronic transfer of a sum not to exceed One Million Nine Hundred and Fifty Thousand Dollars (\$1,950,000) to OC's Oakland County Housing Trust Fund within sixty (60) days of Lockwood and OC entering into an agreement & Lockwood receiving local site plan approval, any related easement agreements, approval to establish a payment in lieu of real property taxes, etc.

## **Section 3 – General Condition**

### General Compliance

OC agrees to comply with the requirements of U.S. Department of the Treasury concerning the SLFRF under ARPA and the requirements and standards of the Office of Management & Budget's (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards under 2 CFR Part 200. OC also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this Agreement.

### Termination & Return Funds

Prior to the transfer of City funds, either party may terminate this Agreement by giving thirty (30) days written notice to the other party of its intention to terminate and an opportunity for consultation prior to termination.

In the event of a termination after the transfer of City funds, this Agreement shall be null and void. All funds shall be returned to the City in a timely manner.

### Addendum

The Agreement duration may be extended or shortened via an addendum signed by a representative from the City and OC indicating exactly what is changing. Dollar amounts may not change without an adopted resolution by the Royal Oak City Commission.

### Modification, Assignment or Subcontracting Absent Prior Written Consent

No variation or modification of this Agreement and no waiver of its provisions shall be valid unless in writing and signed by the duly authorized officers of the City and the OC. Any alterations, additions or deletions to the terms of this Agreement, which are required by the enactment of legislation, regulations and directives are automatically incorporated into this contract on the date designated by law, regulation or directive.

### Indemnification and Hold Harmless

OC expressly agrees to indemnify and hold the City harmless against all losses and liabilities arising out of personal injury, bodily injury or property damages to the extent of any negligent

act, grossly negligent act, error or omission of OC or anyone acting on OC's behalf, in connection with, or incidental to, the Agreement, except that OC shall not be responsible to indemnify the City for any losses or damages to the extent that same are caused by or result from the gross negligence of the City or any other person or entity.

To the extent of OC's actual degree of fault, OC's obligation to indemnify and hold the City harmless shall include:

The obligation to defend the City from any such suit, action or proceeding, and;

The obligation to pay any and all judgments which may be recovered in any such suit, action or proceeding and/or any reasonable expenses including, but not limited to costs, attorney fees and settlement expenses which may be incurred, but only to the extent that such judgments and expenses are attributable to OC's actual fault.

OC agrees that it will not settle or resolve any claim or action against OC based upon its acts which includes, or may include, a claim or count against the City or its employees without obtaining a full and complete release in favor of the City with respect to any and all claims or counts against the City except those based upon the gross negligence or willful or wanton misconduct of the City or its employees.

For the purpose of indemnity clauses in the contract, "City" shall mean City of Royal Oak, its elected and appointed officials, employees and volunteers working on behalf of the City; losses and liabilities shall mean loss, cost, expense, damage, liability or claims, whether groundless or not; personal injury shall mean false arrest, erroneous service of civil papers, false imprisonment, malicious prosecution, assault and battery, libel, slander, defamation of character, discrimination, mental anguish, wrongful entry or eviction, violation of property, or deprivation of any rights, privileges or immunities secured by the constitution and laws of the United States of America or the State of Michigan, for which OC may be held liable to its injured party in an action-at-law or a suit in equity or other proceedings for redress; bodily injury shall mean bodily injury, sickness or disease and mental injury which may be sustained or claimed by any person or persons; and property damage shall mean the damage and destruction of any property including the loss of use thereof.

OC and the City may agree to arbitrate any disputes with respect to the application of this indemnification clause.

#### Confidentiality

The use or disclosure of information by the City concerning services, applicants or recipients obtained in connection with the performance of the Agreement shall be restricted to the purposes provided under this Agreement. Such information shall not be used for any other purpose unless written approval is obtained from OC.

#### Disputes

The City shall notify OCC in writing of its intent to pursue a claim against OC for breach of any terms of this Agreement. No suit may be commenced by the City for breach prior to the expiration of ninety (90) days from the date of such notification. Within this ninety (90) day period, the City at the request of OC, must meet with an appointed representative of OC for the purpose of attempting to resolve the dispute. OC shall be given the opportunity to cure or remedy any breach within such ninety (90) day period.

#### Notices



Whenever under this Agreement provision is made for notice of any kind, unless otherwise herein expressly provided, it shall be in writing and shall be served personally or sent by registered or certified mail with postage prepaid to the designated representatives at the addresses supplied below.

City of Royal Oak  
Joseph M. Murphy  
Director of Planning  
Community Development Depart  
City of Royal Oak  
203 S. Troy St  
PO Box 64  
Royal Oak, MI 48068-0064

P (248) 246-3285  
joem@romi.gov

Oakland County  
Kyle Hines  
Oakland County Housing Trust Fund Manager  
1200 N. Telegraph Rd.  
Building 34E  
Pontiac MI 48341

P (248) 310-3532  
E hinesk@oakgov.com

### **Section 3 – Administrative Requirements**

#### Financial Management

OC shall comply with the requirements and standards of the Office of Management & Budget's (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The final guidance is codified in the Code of Federal Regulations at 2 CFR Part 200, as applicable. OC shall also follow all directives and guidance of the US Department of the Treasury.

#### Uniform Administrative Requirements & Cost Principles

OC shall comply with the policies, guidelines, and requirements of 2 CFR Part 200, as applicable, as they relate to the acceptance and use of Federal funds.

OC shall be responsible for all Single Audit requirements under 2 CFR Part 200, Subpart F – Audit Requirements. If requested by the City's Finance or Community Development departments, OC will provide a digital copy of its Single Audit.

#### Documentation and Recordkeeping

1. OC agrees to maintain all records required by the Federal regulations specified in 2 CFR Part 200, Subpart D – Post Federal Award Requirements, that are pertinent to the project to be funded under this Agreement. Such records shall include but are not limited to:
  - a. Records providing a full description of the project undertaken.
  - b. Records demonstrating that the project undertaken meets the objectives of the SLFRF.
  - c. Records documenting compliance with the fair housing & equal opportunity components of SLFRF.
  - d. Other records necessary to document compliance with guidance provided by the US Department of the Treasury.
2. OC shall retain all records pertinent to expenditures incurred under this Agreement in compliance with the Retention Requirements for Records in accordance with Subpart D of 2 CFR Part 200.

3. OC records with respect to any matters covered by this contract shall be made available to the City and to the U. S. Department of the Treasury. Any deficiencies noted in any local or Federal audit report must be fully cleared by OC within thirty (30) days after receipt. Failure to comply with the above audit requirements will constitute a violation of this Agreement.

#### Procurement

1. Compliance with Federal Procurement Requirements  
OC shall follow applicable federal procurement rules when purchasing services, supplies, materials, or equipment. The applicable federal regulations are contained in 2 CFR Part 200 (200.317-326).
2. OC shall ensure that the project complies with applicable provisions in the Build America, Buy America Act (BABA).

#### Fair Housing

OC shall carry out the Agreement in compliance with all applicable Federal laws and regulations pertaining to fair housing.

#### Access of Records

OC agrees to grant the City access to all records necessary to comply with federal regulations and requirements associated with the purpose of this Agreement.

#### Freedom of Information Act (FOIA)

By law, records of a governmental entity must be released under the Michigan Freedom of Information Act (FOIA) unless specifically exempted. Therefore, records created by and/or for the City pursuant to this Agreement, including, but not limited to, any correspondence, analysis, reports and related materials prepared, constitute property of the City and may be subject to release to the public under FOIA. The City has adopted a FOIA policy which establishes a procedure for receipt and review of FOIA requests. The City must respond to requests for non-exempt public records within five days of receipt unless the City requests a ten day extension. OC shall assist in compliance with the City's procedure.

OC agrees that all information kept because of this Agreement is public record. In the event that the City receives a FOIA request for public records, OC shall be required to disclose such information to the City for a determination, at the sole discretion of the City, as to whether or not that information is exempt from disclosure. The City agrees to give OC a copy of the FOIA request upon receipt by the City. Unless OC obtains an injunctive order from a court of competent jurisdiction within the time limits for response, the City shall release the non-exempt public records in accordance with a FOIA request.

#### Civil Rights

1. Compliance  
OC agrees to comply with all local and state civil rights ordinances and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974, as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, Executive Order 11246 as

amended by Executive Orders 11375 and 12086, and the City of Royal Oak's Human Right's Ordinance (Chapter 402).

2. Nondiscrimination

OC will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, disability or other handicap, age, marital/familial status, or status with regard to public assistance. OC will take affirmative action to insure that all employment practices are free from such discrimination.

Lobbying

OC certifies, to the best of its knowledge and belief, that:

No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

OC shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to penalty as authorized by Section 1352, Title 31, U.S. Code.

2 CFR Part 200, Subpart – Cost Principles, 200.450 Lobbying shall apply to this contract.

**Section 4 - Acceptance**

The undersigned indicate by their signatures that they are authorized to act on behalf of their respective party in this capacity.

**CITY OF ROYAL OAK:**

**OAKLAND COUNTY:**

By: Michael C. Fournier, Mayor

By: Kyle Hines,  
Housing Trust Fund Manager

\_\_\_\_\_  
By: Melanie Halas, City Clerk

Approved To Form:

\_\_\_\_\_  
Niccolas Grochowski, City Attorney

07/25/2024 DRAFT





# 400 East Third Street

UPDATE to Development Proposal for Royal Oak, Michigan  
Lockwood Companies  
July 10, 2024

# Overview

Lockwood Companies presents a plan to build a mixed-income residential development on an existing surface lot located at 400 East 3<sup>rd</sup> Street in downtown Royal Oak.

The concept plan consists of 34 affordable apartments and 17 market rate apartments, with a 60-space parking structure below.

# 1. About Lockwood Companies

# Our Story

Lockwood Companies is one of Michigan's most impactful managers, builders and developers of Affordable Housing. The companies consist of Lockwood Development Company, Lockwood Management, and Lockwood Construction Company.

Lockwood is a long-term, committed owner and operator who continually reinvests in its properties. Currently, the company manages over 3,100 apartments in 26 diverse Michigan and Ohio communities.



# Lockwood Development

Lockwood Development is a distinguished and proven developer of affordable and market-rate housing properties.

Over the past five years, the following projects have been funded by the Michigan State Housing Development Authority (MSHDA). The funding consists of low income housing tax credits (LIHTC) and MSHDA tax-exempt loans.

In 2017, Lockwood renovated a 104-unit existing affordable family LIHTC property known as Oakwood Place (formerly Bracken Woods) which is located in Midland. The total project cost was \$10.6 million.

Lakeshore Village II (96 units – acquisition and rehabilitation - \$14.2 million) and Lakeshore Village III (144 units – new construction - \$25.8 million) were completed in 2018 and 2019.

Co-developer of Lockwood of South Lyon, an independent senior living community consisting of 130 units (\$36.7 million), completed in spring of 2023.

Lockwood of Ann Arbor broke ground at the end of 2021, and this 154-unit senior community (\$47.2 million) will be completed by the fall of 2024 .

Broke ground on 295-unit new affordable family housing community(\$86.5 million) located in Pittsfield Township and commenced construction in spring of 2023.

# Lockwood Construction

Lockwood Construction completes all significant rehabilitations and new construction projects that are developed and managed by the company.

Founded in 1941 by Rodney M. Lockwood as a pioneer of the modern housing industry has become a premier third generation general contractor in multifamily housing. We rely upon our decades of experience in the building of affordable and market-rate multifamily housing, mixed-use projects, senior living and renovations. Lockwood Construction has successfully completed over 9,000 multifamily and 13,000 single-family homes.

From initial due diligence to final completion our construction team ensures every step during concept analysis, pre-construction planning and design is handled with foresight and precision. We embrace and apply the best management practices and standards of care necessary to protect and preserve the environments around us and strive to incorporate green building practices wherever possible.

# Lockwood Management

Lockwood Management has a long history of successfully managing and operating multifamily and senior living assets. Our experienced team members are dedicated to resident satisfaction and client success.

Lockwood Management, a full-service property management company, was established in May of 2000. Currently, the company manages over 3,100 apartments in 26 diverse Michigan and Ohio communities. Lockwood Management has experienced property managers, specializing in senior-designated and multifamily affordable housing properties. Management staff also includes highly-skilled and experienced maintenance personnel.

A demonstrated understanding of program requirements, lease-up, facilities management, and resident retention practices contribute to the successful operation of multifamily and senior living communities in our portfolio.

# Select Projects

## Lakeshore Village III

Genoa Township, completed 2019

The third phase of Lakeshore Village is a 388-unit, modern apartment complex. Offering one, two, and three-bedroom units, this well-appointed community comes equipped with a pool, clubhouse, fitness center, playground, and on-site management.



## Lockwood of Lyon

Lyon Township, completed 2023

A 130-unit independent living, senior housing community in Lyon Township. With elevators, formal dining room, fitness & yoga center, full-service barber/beauty salon, this community has everything seniors need to age gracefully in their community.



## Lockwood of Ann Arbor

Ann Arbor, 2024 (Under Construction)

A 154-unit senior independent living community in Ann Arbor. With gated access, private dining, personal laundry and housekeeping, this community will be the envy of seniors in Ann Arbor.



## 2. Housing Needs



# Housing Needs

Royal Oak's largest employers rely on employees that live outside the surrounding area of Royal Oak. These employees spend on average 25 minutes commuting to their jobs every day.

Housing that caters to the working families of Royal Oak while providing them with a sustainable solution to their 25-minute commutes will not only create a healthier community, but it will allow employers to attract long-term, reliable employees. Ultimately, employee retention and job growth will be increased.

Housing needs in Oakland County are growing, but wages and new housing is not keeping pace with the demand. As a result, rents for new apartments are now averaging over \$1,900/month and are expected to continue to grow over the next five years. Rapidly putting it out of reach for many families.

# Housing Tax Credits

To create affordable housing, Lockwood has applied to the Michigan State Housing Development Authority (“MSHDA”) for housing tax credits to help construct the development.

These credits will play a part in helping to offset the rapidly rising costs of construction and interest rates, while ensuring the rents remain affordable to working families.

34 of the apartments will be affordable to people making 60% of the area median income (“AMI”). 60% of median income for Oakland County ranges from \$39,780 - \$56,820 for a 1 to 4-person household.

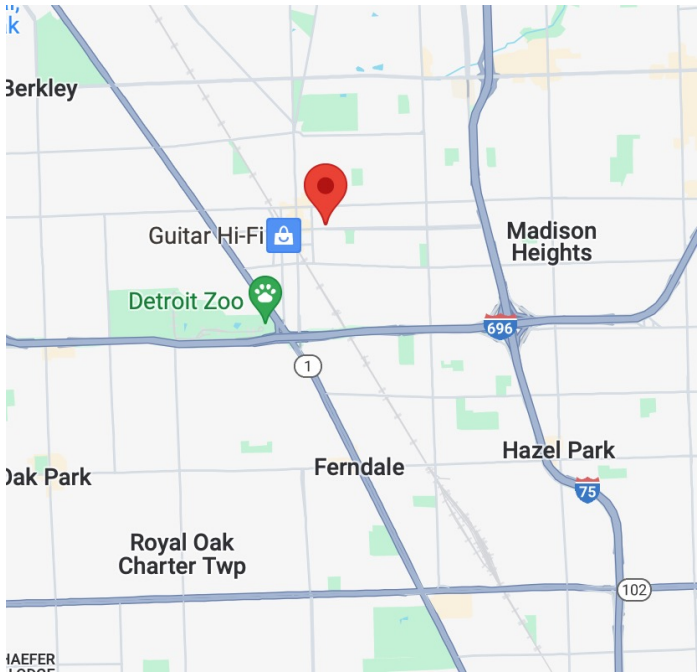
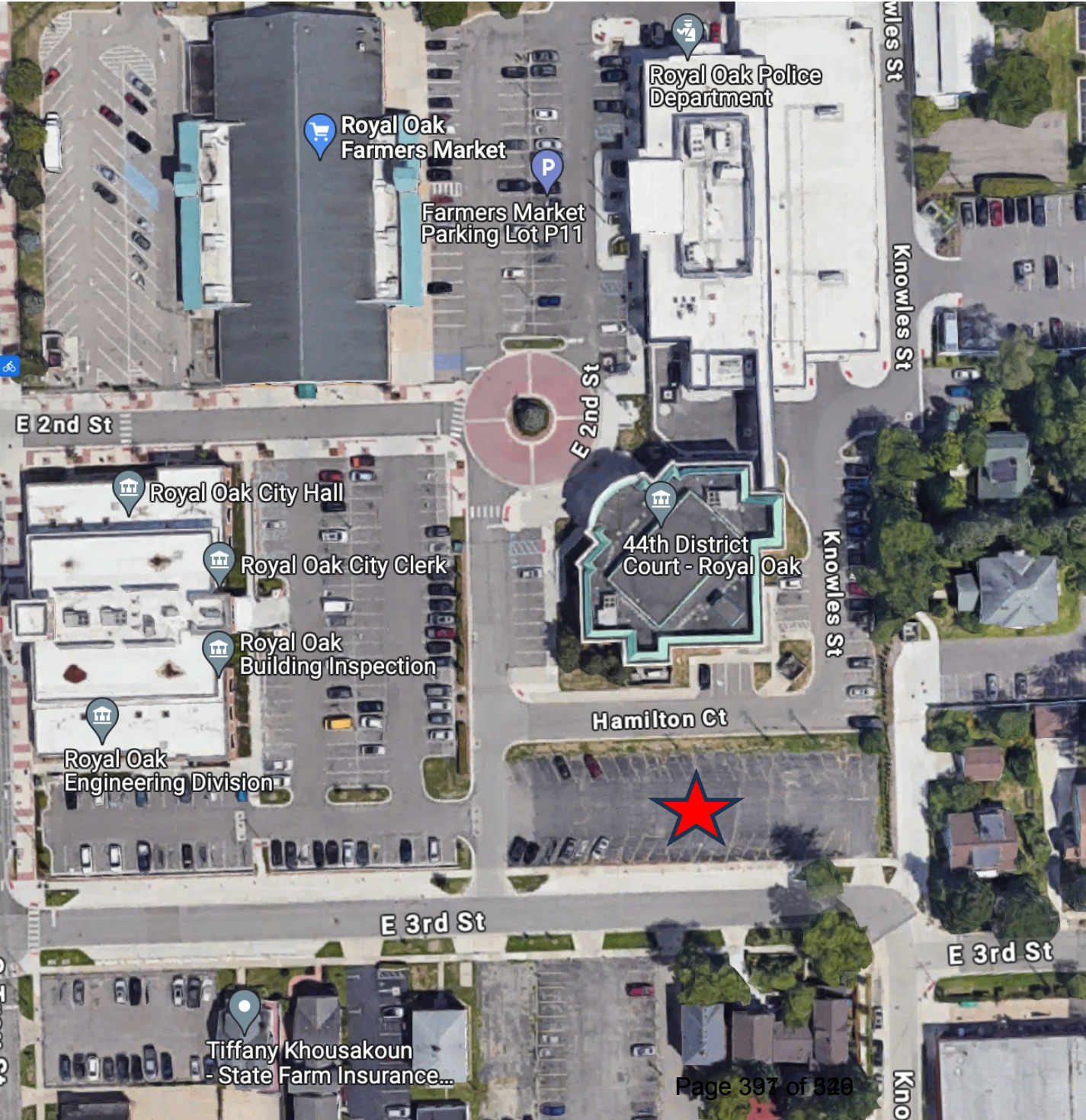
Examples of average salaries in Royal Oak:

School Nurse:	\$34,476 - \$84,015
Teacher:	\$39,886 - \$82,697
Firefighter:	\$35,867 - \$68,424
Police officer:	\$56,085 - \$75,190
Librarian:	\$52,372 - \$91,313

## 3. Plans & Overview



# Location





# Development Overview

Lockwood proposes to undertake a very challenging project, but one that will significantly benefit Royal Oak in the long term. By providing mixed-income apartments with both affordable and market-rate offerings, it will provide jobs and vitally needed housing options.

Housing is generally becoming more and more unaffordable in high demand areas like Royal Oak. Leaving many of the workers who make the businesses flourish have to live in entirely different communities. By offering housing options to people who are already apart of this community, Royal Oak becomes a more welcoming and complete community.

Lockwood is proposing a total of approximately 51 apartments as follows:

- 36 - One-bedroom apartments
- 15 – Two-bedroom apartments

34 of the apartments would be made available to households earning no more than 60% of the area median income. Rents will remain affordable for at least thirty years.

Rental rates vary based on MSHDA approved rent schedule, but the upper limits of rents for 2024 are generally as follows:

One Bedroom.....	\$1,080
Two Bedroom.....	\$1,213



# Conceptual Design





# Conceptual Design



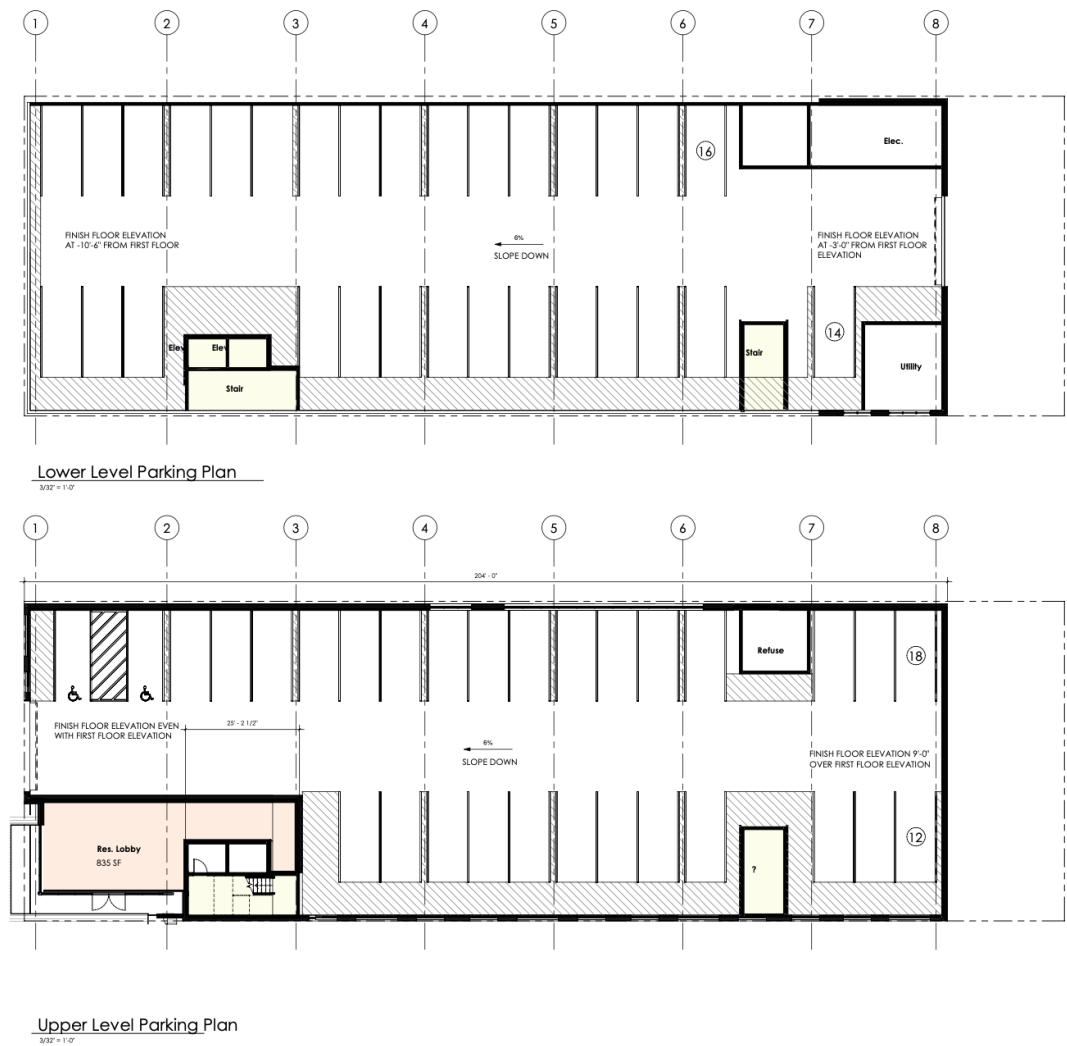


# Conceptual Design





# Preliminary Site Concept



*\*concept plan is preliminary and subject to change based on factors such as ingress/egress agreements, building code compliance, city agreements, etc.*

**KRIEGER KLATT ARCHITECTS**  
2122 E. 11 Mile Rd., Royal Oak, MI 48067  
P: 248.644.8370 F: 248.644.8373  
www.kriegerklatt.com

Client: \_\_\_\_\_  
Owner: \_\_\_\_\_

Project: \_\_\_\_\_  
Project Name: \_\_\_\_\_  
Enter address here: \_\_\_\_\_

Issued: \_\_\_\_\_ Description: \_\_\_\_\_ By: \_\_\_\_\_

Seal: \_\_\_\_\_

Note: \_\_\_\_\_  
Do not scale drawings. Use calculated dimensions only. Verify existing conditions in field.

North Arrow: \_\_\_\_\_  
North

Sheet Title: \_\_\_\_\_  
Floor Plan

Project Number: \_\_\_\_\_  
Project Number

Scale: \_\_\_\_\_  
3/32" = 1'-0"

Sheet Number: \_\_\_\_\_  
**A.100**

Gross SF	
Area	
01 - First Floor	14011 SF
02 - Second Floor	14280 SF
03 - Third Floor	14158 SF
04 - Fourth Floor	14158 SF
05 - Fifth Floor	14158 SF
06 - Sixth Floor	14158 SF
	84923 SF

Amenity SF	
Structure Footage Type	Area
03 - Third Floor	
Clubhouse	2334 SF
	2334 SF

Residential Net Area	
Area	
03 - Third Floor	7785 SF
04 - Fourth Floor	12119 SF
05 - Fifth Floor	12119 SF
06 - Sixth Floor	12119 SF
	48141 SF

Unit Schedules		
Name	Count	Comments
03 - Third Floor		
Unit B1 - 1 Bedroom	6	
Unit B3 - 1 Bedroom	2	
Unit B4 - 1 Bedroom	1	
Unit C1 - 2 Bedroom	3	
	12	
04 - Fourth Floor		
Unit B1 - 1 Bedroom	9	
Unit C1 - 2 Bedroom	4	
	13	
05 - Fifth Floor		
Unit B1 - 1 Bedroom	9	
Unit C1 - 2 Bedroom	4	
	13	
06 - Sixth Floor		
Unit B1 - 1 Bedroom	9	
Unit C1 - 2 Bedroom	4	
	13	
Total Units	51	

Unit Percentage		
Department	Count	Unit %
1 Bedroom	16	31%
2 Bedroom	15	29%
Grand Total	31	

Unit SF	
Name	Area
Unit B1 - 1 Bedroom	793 SF
Unit C1 - 2 Bedroom	1128 SF
Unit C2 - 2 Bedroom	1120 SF
Unit C3 - 2 Bedroom	1140 SF

The conceptual design is essentially a zero lot line building. It will be set back on the east by approximately 25 feet, and will fill the remainder of the site.

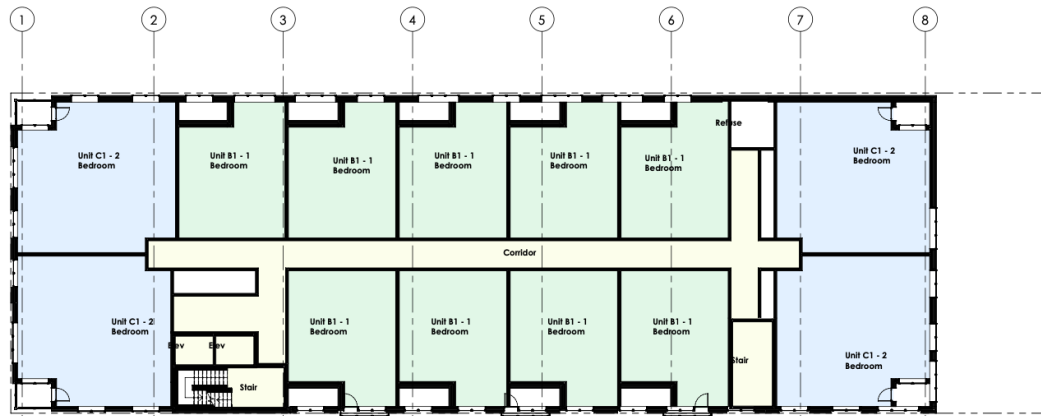
It is planned to have one level of partially below-grade parking, and one level of parking at grade. Yielding approximately 60 parking spaces.

The residential lobby/leasing area will be on the ground as pedestrians approach the site from downtown.

# Preliminary Concept



### Third Floor Plan



Typical Floor Plan (Fourth - Sixth)

Gross SF	
Area	
01 - First Floor	140
02 - Second Floor	142
03 - Third Floor	141
04 - Fourth Floor	141
05 - Fifth Floor	141
06 - Sixth Floor	141

Amenity SF	
Square Footage Type	Area
03 - Third Floor	
Clubhouse	23
	23

Residential Net Area	
Area	
03 - Third Floor	91
04 - Fourth Floor	121
05 - Fifth Floor	121
06 - Sixth Floor	121
	461

Unit Schedules		
Name	Count	Comments
<b>G3 - Third Floor</b>		
Unit B1 - 1 Bedroom	6	
Unit B3 - 1 Bedroom	2	
Unit B4 - 1 Bedroom	1	
Unit C1 - 2 Bedroom	3	
	12	
<b>G4 - Fourth Floor</b>		
Unit B1 - 1 Bedroom	9	
Unit C1 - 2 Bedroom	4	
	13	
<b>G5 - Fifth Floor</b>		
Unit B1 - 1 Bedroom	9	
Unit C1 - 2 Bedroom	4	
	13	
<b>G6 - Sixth Floor</b>		
Unit B1 - 1 Bedroom	9	
Unit C1 - 2 Bedroom	4	
	13	
Total Units	51	

Unit Percentage		
Department	Count	Unit %
1 Bedroom	36	71%
2 Bedroom	15	29%
Grand Total	51	

Unit SF	
Name	Area
Unit B1 - 1 Bedroom	793 SF
Unit C1 - 2 Bedroom	1138 SF
Unit C2 - 2 Bedroom	1170 SF
Unit C3 - 2 Bedroom	1160 SF

**KRIEGER KLATT**  
ARCHITECTS  
2120 E. 11 Mile Rd. | Royal Oak, MI 48067  
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[www.kziegerklatt.com](http://www.kziegerklatt.com)

Client:  
Owner

Project:  
Project Name:  
Enter address:

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Seal:

**Note:**

Do not scale drawings. Use  
calculated dimensions only.  
Verify existing conditions in  
field.

North Arrow



Sheet Title:  
Floor Plan

Project Number:

Project Number

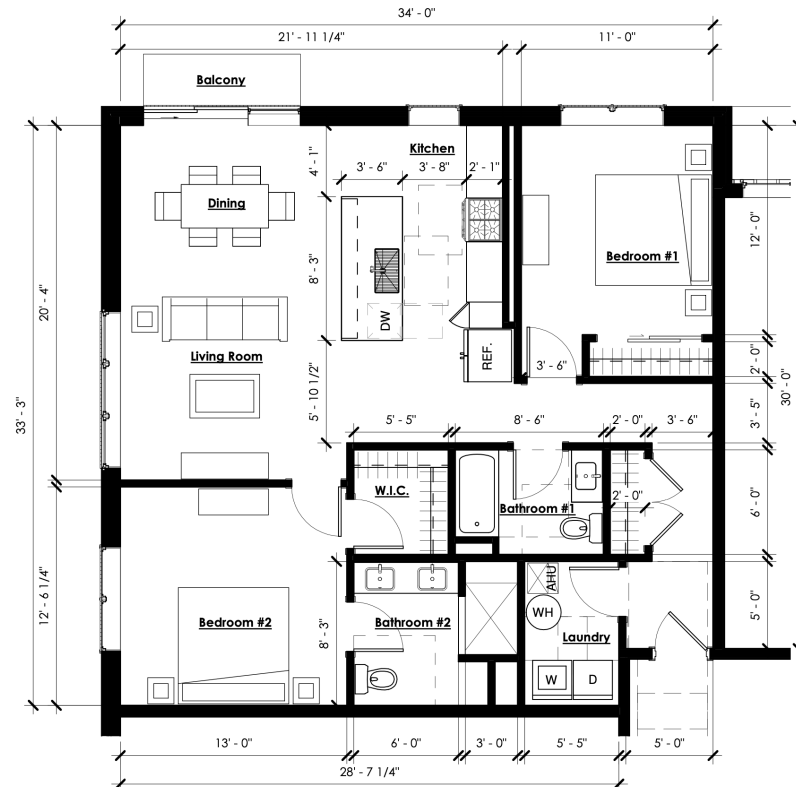
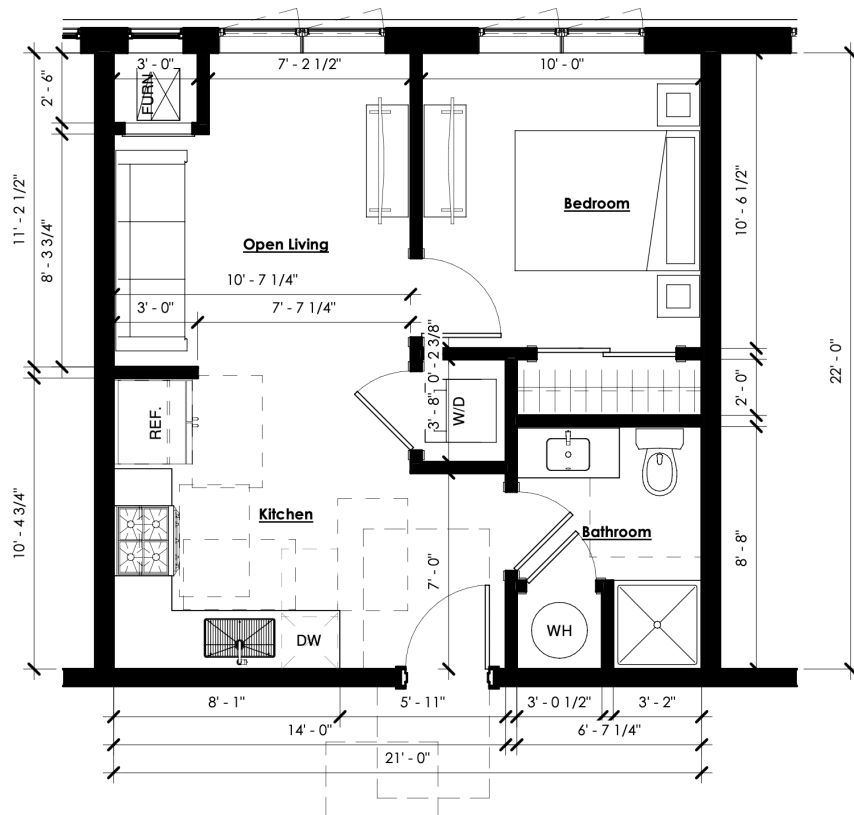
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$$3/32" = 1'-0"$$

Sheet Number:  
A.101

*\*concept plan is preliminary and subject to change based on factors such as ingress/egress agreements, building code compliance, city agreements, etc.*

# Preliminary Concept



Sample units plans for the one and two-bedroom units. All units will have balconies, and in-unit laundry.

## 4. Schedule



# Approximate Schedule

<b>Sign Purchase &amp; Sale Agreement</b>	January 2024 - COMPLETE
<b>Conduct Site Investigations</b>	February & March 2024 - COMPLETE
<b>Local Approvals, Agreements, Permits</b>	July 2024 – February 2025
<b>Apply to MSHDA</b>	April 2024 - COMPLETE
<b>Secure Final MSHDA Approval &amp; Financing</b>	November 2024
<b>Closing and Construction Start</b>	March 2025
<b>Construction Period</b>	March 2025 – September 2026
<b>Grand Opening</b>	September 2026

## 5. Financing

# Financing

Lockwood Development is currently in process applying for 4% low-income housing tax credit (“LIHTC”) financing from the Michigan State Housing Development Authority (“MSHDA”).

The preliminary application for this project was submitted to MSHDA in April; with final applications due September 2, 2024.

Upon receipt of a reservation of LIHTCs, Lockwood will rapidly proceed through preparation of construction documents and permanent financing applications.

Closing is expected to occur in the first quarter of 2025. With an estimated 18-month construction timeline; the grand opening would occur in 2026.

# Financing

This development includes several ambitious objectives that make it particularly challenging to finance in this economic climate. However, Lockwood is committed to working with our partners in the public sector to bring these initiatives to reality.

Tight, downtown sites that require structured parking are faced with significant additional expense on top of what is already being faced in a rapidly increasing construction cost environment. Further complicated by the rapid rise in interest rates over the last 18 months, developments of all kinds are struggling to pencil. Layer in the affordability component and the development cannot be built without the help of our public partners.

The plan that Lockwood is presenting would leverage any assistance provided by the City with other public/private funds to bring this dynamic project to life.

At a time when housing affordability is becoming more and more urgent, Lockwood requests the City of Royal Oak's assistance in helping make housing affordability possible.

# Financials

APARTMENT UNIT MIX/RESIDENTIAL ASSUMPTIONS			
MARKET RATE		AFFORDABLE	
Unit Type	# of Units	Unit Type	# of Units
One Bedroom	9	One Bedroom	27
Two Bedroom	8	Two Bedroom	7
<b>SUBTOTAL</b>	17		34
<b>TOTAL</b>	51		

PROJECT DETAILS	TOTAL
Number of Units	51
Residential Gross SF	45,948
Parking Spaces	60
PROJECT SOURCE DETAILS	AMOUNT
Permanent Mortgage	5,628,902
LIHTC Equity	3,778,428
MSHDA Gap Financing (HOME)	2,632,907
City - ARPA	1,950,000
Deferred Fee	748,534
Income From Operations	33,688
Remaining Gap/Surplus	5,683,087
<b>TOTAL</b>	<b>20,455,547</b>

PROJECT USE DETAILS	
<b>Acquisition Costs</b>	<b>2,100,000</b>
Land Costs	
Structures/Improvements	10,157,946
GR,BO,BP	1,520,309
Site Costs	713,000
<b>Cost</b>	<b>14,491,255</b>
<b>Professional Fees</b>	
Architecture/Engineering Fees	650,000
Legal Fees	45,000
<b>Total Professional Fees</b>	<b>695,000</b>
<b>Interim Construction Costs</b>	
Property and casualty insurance	175,000
Construction Loan Interest	602,875
Title Work	75,000
Construction Taxes	30,000
Permits	200,000
<b>Total Interim Costs</b>	<b>1,082,875</b>
<b>Financing Fee</b>	<b>260,658</b>
<b>Other Costs in Basis</b>	
Application Fee	2,500
Market Study	8,000
Environmental Study	8,500
Cost Certification	15,000
Equipment/Furnishings	50,000
Construction Contingency	619,563
Appraisal/CNA	6,000
<b>Total Other Costs in Basis</b>	<b>709,563</b>
<b>Other Costs NOT in Basis</b>	
Startup/Org Fees	10,000
Tax Credit Fees	30,427
Compliance Monitoring Fees	24,225
Marketing Expense	52,000
Syndication Legal Fees	55,000
Rent Up Allowance	141,227
<b>Total Other Costs Not in Basis</b>	<b>312,879</b>
<b>Reserves</b>	<b>392,799</b>
<b>Developer Fee</b>	<b>2,510,517</b>
<b>TOTAL USE COSTS</b>	<b>20,455,547</b>

# Financial Assistance Request

In order to construct the proposed mixed-income development, Lockwood Development requests a reservation of \$1,950,000 of available American Rescue Plan Act (“ARPA”) funds for a period of 6 months. This will allow time to secure the tax credits as well as cooperatively work through any permitting/design matters.

By November, we will know whether our application to MSHDA was successful. Based on the preliminary applications, we have HIGH degree of confidence that we will be awarded.

By the city exclusively reserving the funds for this development, it would allow Lockwood to proceed with the remainder of the pre-development planning and assembling the rest of the capital stack. All details of the funding would still need to be negotiated and come back before the City Commission in the form of a formal development agreement for final approval, following the November MSHDA announcements.



[lockwoodcompanies.com](http://lockwoodcompanies.com)

27777 Franklin Road, Suite 1410  
Southfield, Michigan 48034

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Proposed Ordinance Amendment 2024-09, High School Student Appointments to Boards and Commission</b>
<b>SUBMITTING DEPARTMENT</b>	<b>City Attorney</b>
<b>PRESENTER</b>	<b>Niccolas Grochowski</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> <b>Yes</b> <input checked="" type="checkbox"/> <b>No</b>

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

Section 12-3 of the City of Royal Oak Code of Ordinances provides for and “encourages high school student representation on City boards and committees so as to provide opportunities to students to serve the community, to participate in democratic government, to enhance input from students in governmental decisions that affect them, to create positive interaction between adult and student leaders of the community, and to give students an opportunity to gain valuable experience in the public sector decision-making process.” However, Section 12-11E of the City Code states that students *shall* serve as *nonvoting* members.

The Royal Oak Environmental Advisory Board (EAB) has two (2) high school students that are appointed to that Board and who are very active within the EAB. In the spirit of Section 12-3, the EAB has formally requested that the student representatives be provided the ability to vote on matters that are taken up by the EAB. This would provide a greater opportunity for those students to have a more meaningful participation in democratic government and provide a voice to the students on the various advisory boards and commissions that have active student representatives. The Ordinance establishing the EAB is silent as to student members. Thus, Section of 12-11, which designate student members as nonvoting members, applies.

Initially, in exploring this issue, our office was requested to determine whether the City can lawfully permit a student representative to serve as a voting member on a City board or commission. In general, this is uncommon in Michigan as most student representatives have not attained the age to legally vote in a federal, state, or local election. However, our research has revealed that there does not appear to be any prohibition at the state level applicable to student members, “youth members,” or limiting voting rights by age for those student members of advisory boards or commissions.

Statutory boards, such as those created by the Michigan Planning Enabling Act (Planning Commission), are limited to “qualified electors” in the state. MCL 125.3815(4). Thus, for certain “decision-making,” statutorily created boards such as the ZBA or Planning Commission, student members would not be allowed to be appointed to such a board and consequently would not be allowed to vote. However, as to non-statutory, *advisory* boards, the Michigan Home Rule City Act places no relevant limitation on qualification to be a voting member and my office was unable to find any other statutory authority that would prevent the City from allowing student members to vote as a member of a non-statutory advisory board or commission.



Absent a controlling state statute, the Michigan Constitution recognizes wide authority of municipalities in the adoption of local ordinances (Const. 1963, Art. VII, § 34), and the Michigan Supreme Court has interpreted those constitutional provisions to reflect a strong policy of local control. *Associated Builders & Contractors v City of Lansing*, 499 Mich. 177, 195 (2016). While we were unable to find any municipalities that specifically permit student or youth board members to vote, as most ordinances deem them “nonvoting members”, there are examples at both the state and county level which bolster the conclusion that the practice is not barred by state statute. Specifically, the enabling statute for the Michigan Community Service Commission requires the inclusion of an “individual between the ages of 16 and 25...” as a voting member. MCL 408.233(2)(h). Likewise, the Washtenaw County Housing and Human Services Advisory Board specifies “one youth representative” as a voting member. Thus, the practice, although seemingly rare, is not prohibited.

Currently, “student appointments” to City boards and committees are designated as nonvoting members by Section 12-11E of the City Code of Ordinances, but there does not appear to be any state statute or other controlling authority that would prevent the City from amending our ordinances to designate student members as voting members on non-statutory advisory City boards or commissions.

Thus, attached for your consideration is a proposed amendment that amends Section 12-11E of the Code of Ordinances by adding language that allows advisory boards and commissions to grant their student members the ability to be voting members. In this regard, as you are aware, over the years the City’s various boards and commissions have been created either by ordinance or resolution. As such, the proposed amendment would permit each advisory board or commission to recommend an amendment to either their establishing ordinance or resolution if designating a student member as nonvoting or, in the alternative, the proposed ordinance permits the advisory board or commission to amend their Bylaws to permit students to be voting members when their enacting ordinance or resolution is silent as to student members. As presently drafted, the proposed ordinance amendment only applies to “advisory” boards and commissions and would *not* be applicable to statutory decision-making boards such as the Planning Commission or ZBA as those require members who are qualified electors.

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## Fiscal Impact

BUDGET SUMMARY	
EXPENDITURE REQUIRED	\$0.00
AMOUNT CURRENTLY BUDGETED	\$0.00
BUDGET AMENDMENT REQUIRED	\$0.00 (BA between dept; net -0- effect on FB)
FUNDING SOURCE/ GL NUMBER	
WAS THIS A BUDGETED EXPENSE?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Revenue impact (details below)

☐ Workload impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

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## **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

This aligns with the stated goals contained in Section 12-3 of the Code of Ordinances.

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## **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

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## **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves, upon first reading, Ordinance Amendment 2024-09, to Section 12-11E, Student Appointments, to provide for high school student members on advisory boards and commissions to be voting members.

### **ATTACHMENTS:**

1- Proposed Ordinance Amendment 2024-09, High School Student Appointments to Boards and Commission. (Redline Version)

2- Proposed Ordinance Amendment 2024-09, High School Student Appointments to Boards and Commission. (Clean Version)

**ORDINANCE NO. 2024-09**

**CITY OF ROYAL OAK,  
OAKLAND COUNTY, MICHIGAN**

**AMENDMENT TO THE CODE OF ORDINANCES**

An Ordinance to amend the 2008 Ordinance Adopting the Royal Oak Code of Ordinances, codifying and adopting a new Code of the City of Royal Oak to amend: Part I: Administrative Legislation; Chapter 12, Appointments to Advisory Boards, Commissions and Committees; Section 12-11 Student Appointments; Subsection E, to provide that high school student appointees to advisory boards and commission may be voting members.

**THE CITY OF ROYAL OAK ORDAINS:**

**SECTION 1. Amendments.**

That Subsection E, of Section 12-11 Student Appointments, of Chapter 12, Appointments to Advisory Boards, Commissions and Committees, of Part I: Administrative Legislation, of the Code of Ordinances, City of Royal Oak, Michigan, is hereby amended, to read as follows:

E. Students appointed to City advisory boards and commissions under this section may serve as voting members if provided in the ordinance, resolution or by-laws of the advisory board or commission.

**SECTION 2. Repealer.**

All ordinances, or parts of ordinances, in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

**SECTION 3. Severability.**

Should any section, subdivision, clause, or phrase of this ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

**SECTION 4. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

**SECTION 5. Effective Date.**

This ordinance as ordered shall take effect ten (10) days after its adoption and upon publication.

**SECTION 6. Inspection.**

A copy of this ordinance may be inspected or purchased at the city clerk's office between the hours of 8:00 a.m. and 4:30 p.m. on regular business days and between the hours of 8:00 a.m. and 12:00 p.m. on Fridays.

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

Date Adopted:

Date Published:

Effective Date:

**ORDINANCE NO. 2024-09**

**CITY OF ROYAL OAK,  
OAKLAND COUNTY, MICHIGAN**

**AMENDMENT TO THE CODE OF ORDINANCES**

An Ordinance to amend the 2008 Ordinance Adopting the Royal Oak Code of Ordinances, codifying and adopting a new Code of the City of Royal Oak to amend: Part I: Administrative Legislation; Chapter 12, Appointments to Advisory Boards, Commissions and Committees; Section 12-11 Student Appointments; Subsection E, to provide that high school student appointees to advisory boards and commission may be voting members.

**THE CITY OF ROYAL OAK ORDAINS:**

**SECTION 1. Amendment.**

That Subsection E, of Section 12-11 Student Appointments, of Chapter 12, Appointments to Advisory Boards, Commissions and Committees, of Part I: Administrative Legislation, of the Code of Ordinances, City of Royal Oak, Michigan, is hereby amended, to read as follows:

E. Students appointed to City advisory boards and commissions under this section may serve as voting members if provided in the ordinance, resolution or by-laws of the advisory board or commission.

**SECTION 2. Repealer.**

All ordinances, or parts of ordinances, in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

**SECTION 3. Severability.**

Should any section, subdivision, clause, or phrase of this ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

**SECTION 4. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

**SECTION 5. Effective Date.**

This ordinance as ordered shall take effect ten (10) days after its adoption and upon publication.

**SECTION 6. Inspection.**

A copy of this ordinance may be inspected or purchased at the city clerk's office between the hours of 8:00 a.m. and 4:30 p.m. on regular business days and between the hours of 8:00 a.m. and 12:00 p.m. on Fridays.

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

Date Adopted:

Date Published:

Effective Date:

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Proposed Ordinance Amendment 2024-11, Fugitive Dust Regulations</b>
<b>SUBMITTING DEPARTMENT</b>	<b>City Attorney</b>
<b>PRESENTER</b>	<b>Niccolas Grochowski</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

In September of 2023, the Commission discussed various issues pertaining to the fugitive dust ordinance and made recommendations as to desired changes to the ordinance to fine tune the ordinance to better address the intended reduction of fugitive dust from demolition activities. To refresh your recollection, I have attached my previous correspondence to the Commission that discusses the topic and some of the restrictions placed upon the city for such regulations. Staff also reviewed the previous meeting and discussions in which the Commission gave direction to staff pertaining to an ordinance amendment.

The attached proposed ordinance amendment fully incorporates the direction of the Commission and specifically addresses the interests that were discussed by the Commission. We believe that the proposed change will have a significant impact on demolition activities by requiring dust mitigation during any demolition activity on a particular site. As you also may remember, as part of the permit process for demolitions, signage will be required to be posted by the contractor indicating that dust mitigation is required during construction activities and that a continuous water spray of sufficient volume or size to contain any fugitive dust during demolition activities.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>\$0.00</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$0.00</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Workload impact (details below)

☐ Revenue impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

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## **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

S-CAP, Quality of Life, for a healthy and safe community.

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## **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

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## **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

The City Commission previously provided direction as to this proposed amendment.

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves, upon first reading, ordinance amendment 2024-11, Fugitive Dust Regulations, to update and modify the city's fugitive dust regulations to control dust created from demolition activities in the city.

### **ATTACHMENTS:**

- 1- Proposed Ordinance Amendment 2024-11, Fugitive Dust Regulations. (Redline Version)
- 2- Proposed Ordinance Amendment 2024-11, Fugitive Dust Regulations. (Clean Version)





## Fugitive Dust Discussion

September 7, 2023

The Honorable Mayor Fournier and  
Members of the City Commission

I have been asked to provide a legal update regarding a voiced concern of demolition of single-family homes and the potential for the emission of dust containing hazardous substances such as asbestos or lead. As the City Commission is aware, this has been a topic of discussion previously and subject to previous review and action by the City. In 2019, a very wise and astute environmental law attorney, within the Royal Oak organization, wrote the following regarding this precise topic:

“Air quality in the State of Michigan is regulated under state and federal statutes such as the federal Clean Air Act and the comparable Michigan statute. Regulations to implement these statutes are promulgated by USEPA and the Michigan Department of Environmental Quality (MDEQ). Regulation of human exposure to toxic substances such as lead and asbestos through any exposure pathway (inhalation, dermal absorption, ingestion through drinking water, etc.) is also regulated by the federal Toxic Substances Control Act and the regulations that USEPA issues to implement it. Local governments have limited or no authority to regulate in this area. All of these state and federal statutes preempt more stringent local ordinances.

Congress passed the Residential Lead-Based Paint Hazard Reduction Act in 1992 which required USEPA to develop regulations to decrease lead exposure in private housing. The regulations require sellers of private homes to notify buyers of the potential of lead-based paint in the home if it was built before a certain date. The statute also requires USEPA to issue guidelines for persons renovating or remodeling a home, and the agency has published pamphlets which are available from federal agencies to give advice on methods to reduce exposure to lead during construction activities. But Congress specifically did NOT place language in any of these statutes that requires a contractor or private property owner to remove or abate a potential lead hazard before construction or demolition. The exception are properties owned by HUD. USEPA and MDEQ both require significant monitoring and reporting and abatement of activities which place lead particulate matter into the air, such as certain manufacturing activities, incineration, etc. But so far neither agency has felt it necessary to regulate potential airborne lead exposure in private residential construction or demolition activities. If you feel that either the state or federal government should take a closer look at this issue, you should contact USEPA or MDEQ.

The regulation of asbestos is another matter. Here again, it's the state and federal governments that have authority to regulate this toxic substance. But in the case of asbestos, USEPA has issued very stringent rules about asbestos removal and disposal during construction and demolition. If asbestos containing materials (ACM) are discovered in any building, even private residences, its removal and disposal must follow strict guidelines for containment. Contractors removing ACM must wear protective clothing, and

the areas where ACM materials are found must be sealed off from other areas within the building to prevent escape into unprotected areas. MDEQ is the state agency that has the authority to enforce these regulations. No city has the staff with the expertise to handle this task. If you think that MDEQ is not doing enough to inspect demolition sites to make sure contractors are following the rules, you need to contact them directly.

Disposal of construction debris is also highly regulated by the state and federal government. Construction debris is classified as hazardous waste and as such must be disposed in a licensed facility. Each load of debris must have a manifest describing the debris and must be transported along with the manifest. The manifest system was put in place decades ago so that hazardous waste can be tracked from "cradle to grave" in case some enforcement process is necessary later on. Here again, the enforcement agency in Michigan is MDEQ. Illegal dumping or other disposal can be reported to MDEQ. If it happens in Royal Oak, the city can also cite illegal dumping as a nuisance and require its removal and proper disposal as such, or contact MDEQ to also get them involved in an enforcement action."

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"State and federal clean air regulations exempt residential properties with less than four units from a lot of their rules, including those dealing with asbestos. They also preempt local ordinances on the subject. The obligation to inspect the property for potential asbestos and to arrange for appropriate remediation falls on the building owner. Usually only certified asbestos inspectors and remediation contractors are trained to spot it and/or test for it. I don't think city building inspectors are generally certified to identify the myriad places where it can turn up, and it's often hidden in tile, cement, etc which requires testing, which no city does. City inspectors may develop some good understanding of the possibility that asbestos may be present, but if they're smart they should defer to the certified guys.

Disposal of hazardous waste from the demolition site is highly regulated by a cradle-to-grave regulatory scheme that exists in both federal and identical state laws. Generators of the waste (owner) have to contract with a licensed transporter to haul it to a licensed disposal facility, and it is all tracked by manifest. If the waste gets mishandled, everybody in the chain of custody can be liable. The state and federal laws here preempt local ordinances. MDEQ is the enforcer here. People that suspect improper disposal practices need to contact the MDEQ regional office."

These learned observations were in direct response to the exact issue that is again before the City Commission. These legal conclusions are still correct and an accurate summation of the law that local municipal governments are preempted from enacting local ordinances on the subject and that State and federal clean air regulations exempt residential properties, with less than four units, from most of the regulations, including those dealing with asbestos. Thus, for all the reasons stated above, I do not believe that we are able to adopt ordinances that would specifically address asbestos or lead in residential properties because of the state and federal exemptions and preemption.

Even though the city is preempted by state and federal law regarding asbestos and lead, the City may enact reasonable regulations regarding other related demolition activities such as nuisances created by the demolition activity including the mitigation of dust. In this regard, dust mitigation during demolition is regulated by the Royal Oak City Code, Section 278-37(D) which states:

“At all times the necessary steps shall be taken to ensure that dust, soil, or other material shall not become airborne and travel beyond the construction site property lines. Such steps could include water, chemical treatment, or other ground cover treatment as approved by the Building Official. In addition, fencing and/or screening pursuant to the City's building code may be required by the Building Official. Such activity will be maintained throughout the duration of the construction activity or until a permanent covering is installed.”

In accordance with Section 278-37(D), the City requires, pursuant to a demolition permit, a sign be posted on the property that states the following:

“At all times the necessary steps shall be taken to ensure that dust, soil, or other material shall not become airborne and travel beyond the construction site property lines.”

Use of water spray as dust control is REQUIRED during demolition activities at this site.

The advisory sign must remain affixed in a visible location on the required site fencing.

To report violations contact:

Building Department - 248.246.3210 during normal business hours

Police Non-Emergency Dispatch – 248.246.3500 on evenings/weekends”

Thus, it appears that the City has taken some lawful and appropriate measures to mitigate and minimize any dust or nuisance caused by demolition activities for any buildings whether or not exempted by state and federal law for asbestos and lead regulation. Even though the City has these regulations in place and enforces them uniformly throughout the City, the City Commission may certainly examine and discuss other lawful enforcement mechanisms and ordinance amendments should the City Commission believe that there are additional legally permissible safeguards, such as those in Section 278-37(D), that the City can enact to further address the issue.

Respectfully submitted,



Nicolas J. Grochowski  
City Attorney

**ORDINANCE NO. 2024-11**

**CITY OF ROYAL OAK,  
OAKLAND COUNTY, MICHIGAN**

**AMENDMENT TO THE CODE OF ORDINANCES**

An Ordinance to amend the 2008 Ordinance Adopting the Royal Oak Code of Ordinances, codifying and adopting a new Code of the City of Royal Oak to amend: Part II: General Legislation; Chapter 278, Disorderly Conduct; Article VI Offenses Directed Against Public Order; Section 278-37D Disturbances of the peace, construction activity, to amend the fugitive dust regulations to require treatment for dust prevention for demolition activities pursuant to the city's police power to protect the public health, safety and welfare.

**THE CITY OF ROYAL OAK ORDAINS:**

**SECTION 1. Amendment.**

That Section 278-37D Disturbances of the peace, construction activity, of Article VI Offenses Directed Against Public Order, of Chapter 278, Disorderly Conduct, of Part II: General Legislation, of the Code of Ordinances, City of Royal Oak, Michigan, is hereby amended, to read as follows:

- D. At all times the necessary steps shall be taken to ensure that dust, soil, or other material shall not become airborne and travel beyond the construction site property lines. Such steps could include water, chemical treatment, or other ground cover treatment as approved by the Building Official. The treatment shall be of sufficient volume or size to contain the dust. In the instance of structure demolition, a continuous water spray of sufficient volume or size shall be required during any demolition activity on the site. In addition, fencing and/or screening pursuant to the City's building code may be required by the Building Official. Such activity will be maintained throughout the duration of the construction activity or until a permanent covering is installed.

**SECTION 2. Repealer.**

All ordinances, or parts of ordinances, in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

**SECTION 3. Severability.**

Should any section, subdivision, clause, or phrase of this ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

**SECTION 4. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

**SECTION 5. Effective Date.**

This ordinance as ordered shall take effect ten (10) days after its adoption and upon publication.

**SECTION 6. Inspection.**

A copy of this ordinance may be inspected or purchased at the city clerk's office between the hours of 8:00 a.m. and 4:30 p.m. on regular business days and between the hours of 8:00 a.m. and 12:00 p.m. on Fridays.

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

Date Adopted:

Date Published:

Effective Date:

**ORDINANCE NO. 2024-11**

**CITY OF ROYAL OAK,  
OAKLAND COUNTY, MICHIGAN**

**AMENDMENT TO THE CODE OF ORDINANCES**

An Ordinance to amend the 2008 Ordinance Adopting the Royal Oak Code of Ordinances, codifying and adopting a new Code of the City of Royal Oak to amend: Part II: General Legislation; Chapter 278, Disorderly Conduct; Article VI Offenses Directed Against Public Order; Section 278-37D Disturbances of the peace, construction activity, to amend the fugitive dust regulations to require treatment for dust prevention for demolition activities pursuant to the city's police power to protect the public health, safety and welfare.

**THE CITY OF ROYAL OAK ORDAINS:**

**SECTION 1. Amendment.**

That Section 278-37D Disturbances of the peace, construction activity, of Article VI Offenses Directed Against Public Order, of Chapter 278, Disorderly Conduct, of Part II: General Legislation, of the Code of Ordinances, City of Royal Oak, Michigan, is hereby amended, to read as follows:

- D. At all times the necessary steps shall be taken to ensure that dust, soil, or other material shall not become airborne and travel beyond the construction site property lines. Such steps could include water, chemical treatment, or other ground cover treatment as approved by the Building Official. The treatment shall be of sufficient volume or size to contain the dust. In the instance of structure demolition, a continuous water spray of sufficient volume or size shall be required during any demolition activity on the site. In addition, fencing and/or screening pursuant to the City's building code may be required by the Building Official. Such activity will be maintained throughout the duration of the construction activity or until a permanent covering is installed.

**SECTION 2. Repealer.**

All ordinances, or parts of ordinances, in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

**SECTION 3. Severability.**

Should any section, subdivision, clause, or phrase of this ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

**SECTION 4. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

**SECTION 5. Effective Date.**

This ordinance as ordered shall take effect ten (10) days after its adoption and upon publication.

**SECTION 6. Inspection.**

A copy of this ordinance may be inspected or purchased at the city clerk's office between the hours of 8:00 a.m. and 4:30 p.m. on regular business days and between the hours of 8:00 a.m. and 12:00 p.m. on Fridays.

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

Date Adopted:

Date Published:

Effective Date:



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Proposed Ordinance Amendment 2024-10, Marihuana Regulations</b>
<b>SUBMITTING DEPARTMENT</b>	<b>City Attorney</b>
<b>PRESENTER</b>	<b>Niccolas Grochowski</b>
<b>MEETING DATE</b>	<b>August 12, 2024</b>
<b>SECOND READING REQUIRED</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

On the agenda for your consideration is proposed ordinance amendment 2024-10 that includes two (2) revisions to the city's marihuana regulations. The first proposed revision incorporates a class A marihuana microbusiness into the current definition of marihuana microbusiness in the definition section of the marihuana regulations. In 2022, the Cannabis Regulatory Agency (CRA) amended the Michigan Administrative Code and added a class A marihuana microbusiness to the types of marihuana establishments permitted in the state in response to an overwhelming request from microbusiness across the state to expand the ability of a micro business to grow and obtain marihuana products.

As you know, the city granted and issued one permit for a marihuana microbusiness to Best Lyfe located at 32767 Woodward, which has been in operation since July of 2023. I have recently been contacted by representatives and an attorney representing Best Lyfe who are requesting that the city consider amending its ordinances to permit Best Lyfe to operate a class A marihuana microbusiness license created by the CRA. I have attached their request and correspondence in support that I received from their attorney for your review and consideration that more fully explains the request and reasons supporting their request.

The proposed ordinance amendment, by including a class A marihuana microbusiness in the current definition of marihuana microbusiness, would permit the business to administratively change their operations to the new class A marihuana microbusiness license type under the city ordinances as long as the required and corresponding state class A marihuana microbusiness license is obtained by the business. In addition, this definitional change, by referring to the definitions in the Michigan Administrative Code creates a better living code for the City as it will incorporate any future changes that may occur to the state laws, administrative codes or rules.

The second proposed revision relates to the hours of operations for all marihuana establishments in the city. I have attached a letter from the attorney representing Gatsby Cannabis Co. ("Gatsby") requesting that the city Commission consider an amendment to the marihuana regulations to amend the permissible hours of operations for marihuana establishments. This correspondence also provides the reasons for the request.

Currently, the code of ordinances establishes that marihuana establishments may only operate between 8:00 a.m. and 8:00 p.m. Consistent with the attached request, the proposed

revision would change those hours to allow operations between 9:00 a.m. and 10:00 p.m. for all marihuana establishments in the city.

City staff have no objections to either request and should the Commission desire to pass the amendments a proposed resolution is provided herein.

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## Fiscal Impact

BUDGET SUMMARY	
EXPENDITURE REQUIRED	\$0.00
AMOUNT CURRENTLY BUDGETED	N/A
BUDGET AMENDMENT REQUIRED	\$0.00 (BA between dept; net -0- effect on FB)
FUNDING SOURCE/ GL NUMBER	
WAS THIS A BUDGETED EXPENSE?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Revenue impact (details below)

☐ Workload impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*

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## ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

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## COMMUNITY ENGAGEMENT

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

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## BOARD AND COMMISSION FEEDBACK

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves, upon first reading, ordinance Amendment 2024-10, Marihuana Regulations, to the Royal Oak Code of Ordinances.

### **ATTACHMENTS:**

- 1-Proposed Ordinance Amendment 2024-10, Marihuana Regulations. (Redline Version)
- 2-Proposed Ordinance Amendment 2024-10, Marihuana Regulations. (Clean Version)
- 3-Letter from Best Lyfe
- 4-Letter from Gatsby

**ORDINANCE NO. 2024-10**

**CITY OF ROYAL OAK,  
OAKLAND COUNTY, MICHIGAN**

**AMENDMENT TO THE CODE OF ORDINANCES**

An Ordinance to amend the 2008 Ordinance Adopting the Royal Oak Code of Ordinances, codifying and adopting a new Code of the City of Royal Oak to amend: Part II: General Legislation; Chapter 435, Marihuana; Article I Recreational Marihuana Establishments; Section 435-1 Definitions and Section 435-5A(4) Operational requirements for marihuana establishments, to amend the definition of micro business consistent with the state rules for a class A marihuana micro business and to amend the permitted hours of operations for all marihuana establishments in the City.

**THE CITY OF ROYAL OAK ORDAINS:**

**SECTION 1. Amendments.**

That Section 435-1 Definitions, of Article I Recreational Marihuana Establishments, of Chapter 435, Marihuana, of Part II: General Legislation, of the Code of Ordinances, City of Royal Oak, Michigan, is hereby amended, to read as follows:

**MARIHUANA MICROBUSINESS**

A “marihuana microbusiness” or “class A marihuana microbusiness” as defined by the Michigan Administrative Code.

That Section 435-5A(4) Operational requirements for marihuana establishments, of Article I Recreational Marihuana Establishments, of Chapter 435, Marihuana, of Part II: General Legislation, of the Code of Ordinances, City of Royal Oak, Michigan, is hereby amended, to read as follows:

(4) Operating hours. No retailer or retail portion of a microbusiness shall operate between the hours of 10:00 p.m. and 9:00 a.m.

**SECTION 2. Repealer.**

All ordinances, or parts of ordinances, in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

**SECTION 3. Severability.**

Should any section, subdivision, clause, or phrase of this ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

**SECTION 4. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

**SECTION 5. Effective Date.**

This ordinance as ordered shall take effect ten (10) days after its adoption and upon publication.

**SECTION 6. Inspection.**

A copy of this ordinance may be inspected or purchased at the city clerk's office between the hours of 8:00 a.m. and 4:30 p.m. on regular business days and between the hours of 8:00 a.m. and 12:00 p.m. on Fridays.

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

Date Adopted:

Date Published:

Effective Date:

**ORDINANCE NO. 2024-10**  
**CITY OF ROYAL OAK,**  
**OAKLAND COUNTY, MICHIGAN**

**AMENDMENT TO THE CODE OF ORDINANCES**

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

Date Adopted:

Date Published:

Effective Date:



# CANNABIS

## LEGAL GROUP

July 31, 2024

Royal Oak City Commission, and  
Royal Oak City Attorney  
Niccolas Grochowski, Esq.

Sent via email to [Niccolas.Grochowski@romi.gov](mailto:Niccolas.Grochowski@romi.gov)

Re: Request for Ordinance Amendment for a Class A  
Microbusiness.  
Best Lyfe Cannabis Company – 32767 Woodward Avenue

City Commission,

Best Lyfe is the City's only permitted licensed marihuana microbusiness, located at 32767 Woodward Avenue. They obtained the highest point total for a microbusiness license in a merit-based application process. Best Lyfe have been licensed and operational since July 26, 2023. The microbusiness license type was the only of its kind available at the time of the application process. Due to the microbusiness license type limitations, in March of 2023, the State of Michigan's Cannabis Regulatory Agency created a new microbusiness license type called the class A microbusiness license. This correspondence is a request to amend the ordinance to permit the operation of Best Lyfe as a Class A Microbusiness.

Pursuant to state law, a microbusiness can only grow, process and retail goods produced from 150 marijuana plants. A microbusiness licensee cannot obtain product or inventory from any other sources. This number of plants does not produce enough inventory to even maintain regular business hours. More importantly, it is not enough to maintain a viable and profitable business.

On March 1<sup>st</sup>, 2021, the Cannabis Regulatory Agency (then the Marijuana Regulatory Agency) created the first Diversity, Equity and Inclusion Workgroup (DEIW). The undersigned was appointed as a member of the original workgroup and acted as the chairman of the local equity subcommittee. The first meeting was March 16<sup>th</sup>, 2021, and one of the first proposals was to create a new license type, that being the class A



microbusiness license. In our report of final recommendations, we proposed that the MRA create, by administrative rule, the Class A Microbusiness license and stated the following:

*“By allowing the Class A Marijuana Microbusiness to both grow more plants and to procure mature plants from licensed growers, the model both insulates the license type against crop failures due to infestation, but also to ensure that the micro business has a continuous supply of marijuana, as opposed to potentially ling out of certain products while waiting for the next harvest”*

Additionally, by allowing the Class A Microbusiness license to utilize the services of outside processors, Class A Microbusiness licenses are able to increase the available products that they carry and are also able to protect themselves against issues with their processing systems, and to significantly reduce the amount of capital required to establish their operation. Please reference the Racial Equity Advisory Workgroup Final Recommendation (Page 9).

The Microbusiness license was statutorily created in the Michigan Regulation and Taxation of Marijuana Act (MRTMA) which was the ballot initiative that legalized adult use marijuana passed in the November 2020 election. Contained therein, is the definition of a Microbusiness permits the licensee to cultivate not more than 150 marijuana plants, process and package marijuana, as well as sell marijuana to persons 21 years of age or older. Because the MRTMA was a ballot initiative, this definition cannot be amended without a three quarters majority vote, by both houses of the legislature.

Best Lyfe is requesting a simple amendment of the city’s cannabis ordinance and not the issuance of a new license. We are aware of the city’s fear of litigation. While the desire to avoid litigation is legitimate, as explained below, the likelihood for additional litigation is extremely low.

I see that the City is involved in at least two cases in litigation, currently in the appeals court, regarding its commercial marijuana licensing process. Two Sixth Circuit Court judges, Mary Ellen Brennen regarding Attitude Wellness, and Rae Lee Chabot regarding Quality Roots, ruled in favor of the city clearly upholding Royal Oak’s licensing process and upheld their broad discretion to choose the best operators to operate in the city (Best Lyfe being one of them). Given the overwhelming number of appellate rulings in favor of a municipality's right to choose the best applicant for their city, those plaintiffs have little chance on appeal. In Yellow Tail Ventures vs. The City of Berkley (which also included Attitude Wellness as a Plaintiff) the court of appeals rejected all of Plaintiffs' constitutional and statutory challenges stating:

"If a municipality decides to permit but restrict the number of licenses, then that municipality can apply criteria that, among other things, (1) ensure that a licensee is best suited to comply with the law within that particular municipality, (2) regulate the time, place, and manner of operation of the

marijuana establishment, and (3) do not impose unreasonably impracticable conditions on the licensee."

*Yellow Tail Ventures, Inc. v. City of Berkley*, 344 Mich. App. 689, 693. Further, a change to the definition of a micro business has absolutely no bearing on the issues concerning the current litigation. There have been at least five similar municipal ordinance amendments, in other local Michigan jurisdictions, that have successfully done the same thing we are requesting, without any threat of litigation.

#### Examples of Municipal Ordinance Amendments to allow a Class A Microbusiness

There are five (5) operating Class A Micro licenses in the State of Michigan, located within the City of Niles, Buchanan, Kalamazoo, Westland and Hartford. Each municipality amended their ordinance to adopt the definition of Microbusiness to be inclusive of a Class A Micro.

On June 20, 2023, the City of Niles changed their ordinance and amended the definition of a Microbusiness license to include a Class A Microbusiness license. On September 11, 2023, the City awarded two (2) class A Micro licenses. See attached meeting minutes. No additional litigation ensued due to this change. This can be confirmed by speaking with Tina Bergman, Niles City Clerk (269) 340-1641, [cityclerk@nilesmi.org](mailto:cityclerk@nilesmi.org).

On December 27, 2022, the City of Buchanan amended their ordinance to permit their Microbusiness ordinance to include a Class A Micro license. See attached minutes. This can be confirmed by contacting Kalla Langston (269) 695-3844 Ext. 17, [clerk@cityofbuchanan.com](mailto:clerk@cityofbuchanan.com).

On June 5, 2023, the City of Kalamazoo authorized a change of their ordinance to permit a Microbusiness to operate as a Class A Microbusiness license. See attached City Commission Agenda Report, issued by Kalamazoo City Attorney. For confirmation contact Scott Borling, City Clerk at (269) 337-8000, [cokcityclerk@kalamazoocity.org](mailto:cokcityclerk@kalamazoocity.org).

On February 26<sup>th</sup>, 2024, the City of Hartford amended the definition of their Microbusiness license to include all Microbusinesses authorized by the MRTMA. See attached Commission Business Meeting Agenda (page 7) from February 20<sup>th</sup>, 2024. This authorized the one (1) Microbusiness in the city to obtain a license as a Class A Micro license.

On July 17<sup>th</sup>, 2023, Ancient Herbs was awarded a Microbusiness license by the City of Westland. At a city council meeting held on November 20<sup>th</sup>, 2023, a change to their ordinance was authorized to allow Ancient Herbs to operate as a Class A Micro license. (Minutes Attached). It should be noted that, like Royal Oak, Westland is currently in litigation regarding the issuance of their original licenses. The change to their statute did

not inspire any additional litigation. You may contact Mr. Ayoub for confirmation and details (734) 467-3210, [mayoub@cityofwestland.com](mailto:mayoub@cityofwestland.com).

The city's current microbusiness license type is not viable. Best Lyfe will not survive in with this license type due to its limitations. The Class A micro business was created for this very reason, and it would be unfortunate for the city not to acknowledge that after awarding a license type that simply does not work, especially in today's difficult commercial cannabis industry. Further, the Class A Microbusiness maintains the local small business characteristics that the microbusiness license was intended to fulfill. If the city does not amend the ordinance and Best Lyfe does not renew its license, no other operator will apply for it. A simple change to the definition of a microbusiness in the ordinance is all that is necessary.

Respectfully,

*Barton Morris*

Barton W. Morris, Esq.

Counsel for Best Lyfe

# Racial Equity Advisory Workgroup

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## Final Recommendations



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## *Executive Summary*

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According to the Bureau of Justice Statistics, nearly 80% of people in federal prison and almost 60% of people in state prison for drug offenses are black or Latino.<sup>1</sup> As state laws regarding the legality of marijuana have evolved, concerns about equitable opportunity in the industry for people of color have been at the forefront of the conversation.

To address this key issue, many states have implemented forms of social equity programs. Similarly, the Marijuana Regulatory Agency (MRA) has established such a program and is committed to making Michigan the model agency in the country, including being a leader on diversity, equity, and inclusion in the marijuana industry.

The commercial marijuana industry is in its infancy in Michigan. Medical marijuana has been legal in the state since 2008 and commercialized in 2016. Adult-use marijuana was legalized and commercialized in 2018. As the agency responsible for implementing and administering the laws governing commercial licensure, the MRA recognizes the importance of equity in opportunity for businesses operating in this newly legalized industry.

The Michigan Regulation and Taxation of Marijuana Act (MRTMA) directed the MRA to create a plan “to promote and encourage participation in the marijuana industry by people from communities that have been disproportionately impacted by marijuana prohibition and enforcement and to positively impact those communities.”

As the MRA implemented and expanded this plan, it became clear that the broad language of the statute was not enough to address the specific issue of racial inequities within the commercial industry. Data collected in December 2020 by the MRA on individuals who have an ownership interest in a licensed adult-use establishment in Michigan showed that only 3.8% are black or African American and 1.5% are Hispanic or Latino.<sup>2</sup>

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<sup>1</sup> Bureau of Justice Statistics, “Federal Justice Statistics Program,” <http://www.bjs.gov/fjsrc/>; E. Ann Carson, “Prisoners in 2016,” Washington, DC: U.S. Department of Justice, Bureau of Justice Statistics, (2017). <https://www.bjs.gov/content/pub/pdf/p16.pdf>

<sup>2</sup> MRA adult-use licensee demographic survey results, December 2020: 79.0% white, 3.8% black or African American, 0.8% American Indian or Alaska Native, 3.8% Asian or Pacific Islander, 1.5% Hispanic, Latino, or Spanish Origin, 6.4% other, 4.6% prefer not to answer.

Accordingly, the MRA established a Racial Equity Advisory Workgroup as authorized by Section 2(h) of Executive Reorganization Order No. 2019-2, MCL 333.27001(2)(h), composed of state and local officials and industry stakeholders as follows:

- Representatives of the Michigan Legislature.
- Representatives of municipalities with significant minority populations.
- Representatives of minority-focused marijuana industry groups.
- Representatives of minority-focused business groups.
- Attorneys with experience in racial disparities and equity issues pertaining to marijuana.
- Individuals with experience in common barriers to the marijuana industry such as banking, finance, and real estate.

The Racial Equity Advisory Workgroup was charged with developing policy ideas and recommendations to address the disparities in ownership and participation in the marijuana industry by people of color and establishing the State of Michigan as a leader on diversity, equity, and inclusion in this industry.

The workgroup met first in July 2020 and continued to meet monthly through December 2020. Subcommittees were established to focus on key concepts and develop proposals to present to the full body.

The subcommittees were established as follows:

- **Social justice** - Focused on expungement and medical marijuana and health disparities in communities of color.
- **Business development** - Focused on access to capital; acceleration, mentorship, and coaching; and talent and placement acquisition.
- **Local equity** - Focused on land acquisition and ownership and local guidance and ordinances.
- **Process and pathways** - Focused on an online one-stop on-demand pipeline; additional license types; and innovation in health, science, and entrepreneurship.
- **Resource deployment and strategic partnerships** - Focused on procurement and supplier diversity and strategic partnerships.

Each subcommittee developed and presented proposals to the full workgroup that included the following elements for the implementation of the proposal:

- A summary of the concept
- Identification of necessary statutory changes
- Identification of necessary administrative rule changes
- Funding required and the proposed source of the funding
- The role of the MRA
- Any external partners

Updates on the proposals were provided at each workgroup meeting and finally presented to the full workgroup for consideration. Members were also asked to identify the implementation priority of the proposals adopted by the group. The adopted proposals are included in this final report in the recommended order of priority.

As suggested by the workgroup, the MRA will establish a standing Diversity, Equity, and Inclusion Workgroup to continue the focus on these key areas in future policy making and to provide support for the implementation of the proposals adopted by the ad hoc Racial Equity Advisory Workgroup.

Andrew Brisbo, Executive Director  
Marijuana Regulatory Agency



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## *Committee Members*

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- Business Development
  - Cimone Casson, Chair
  - Berton Brown
  - Chris Jackson
  - Felipe Lopez-Sustaita
- Local Equity
  - Barton Morris, Chair
  - Rep. Sarah Anthony
  - Derek Brown
  - Mark Washington (Designees: Ciarra Adkins and Lou Canfield)
- Process and Pathways
  - Eric Foster, Chair
  - Jim LaPorte
  - Shanita Penny
  - Andrew Sims
  - Camilo Suero
- Resource Deployment and Strategic Partnerships
  - Tatiana Grant, Chair
  - Sen. Marshall Bullock
  - Rep. Sarah Anthony
  - Kenneth Harris
  - Shoran Reid Williams
  - Andrew Sims
- Social Justice
  - Anqunette Sarfoh, Chair
  - Sen. Marshall Bullock
  - Courtney Adams
  - Dexter Mitchell
  - Denavvia Mojet

## License Type Proposal

### Summary

Create a new license type, to be known as a class A marijuana microbusiness, pursuant to the Marijuana Regulatory Agency's (MRA) authority under Sec. 8(2)(a) of the Michigan Regulation and Taxation of Marijuana Act (MRTMA) that combines attributes of the existing marijuana microbusiness license.

### Statute Changes

No statutory changes would be required.

### Rules Changes

(1) An applicant for a class A marijuana microbusiness license is subject to and shall meet the requirements of the MRTMA and these rules.

(2) A class A marijuana microbusiness license authorizes the following:

(a) The cultivation of not more than 300 marijuana plants. Only mature marijuana plants are included in the plant count in this subdivision.

(b) Purchasing or otherwise obtaining mature marijuana plants from a marijuana grower only by means of a marijuana secure transporter.

(c) Selling or otherwise transferring marijuana to a marijuana processor only by means of a marijuana secure transporter.

(d) Purchasing or otherwise obtaining marijuana products that are processed or manufactured by a marijuana processor from marijuana sold or otherwise transferred under this rule and only by means of a marijuana secure transporter.

(e) The processing and packaging of marijuana.

(f) The retail sale or transfer of marijuana to individuals who are 21 years of age or older, but not to other marijuana establishments except as authorized under this rule.

(g) The transfer of marijuana to a marijuana safety compliance facility for testing.

(3) Except as otherwise provided in these rules and the MRTMA, a class A marijuana microbusiness license authorizes the class A marijuana microbusiness to transfer marijuana from the marijuana grower area to the marijuana processor and marijuana retailer areas of the class A marijuana microbusiness and from the marijuana processor area to marijuana grower and marijuana retailer areas of the class A marijuana microbusiness without using a marijuana secure transporter if all areas of the class A marijuana microbusiness enter each

transfer between different areas of the marijuana microbusiness into the statewide monitoring system.

(4) A class A marijuana microbusiness shall not operate at multiple locations.

(5) A class A marijuana microbusiness must enter all transactions, current inventory, and other information into the statewide monitoring system as required in these rules.

(6) A class A marijuana microbusiness may accept the transfer of marijuana seeds, tissue cultures, clones, and mature marijuana plants at any time from a marijuana grower licensed under the acts, these rules, or both. A class A marijuana microbusiness shall not sell or transfer marijuana seeds, tissue cultures, or clones received under this subrule.

(7) A class A marijuana microbusiness may accept the transfer of mature marijuana plants once upon licensure from a registered primary caregiver if the registered primary caregiver was an applicant for that class A marijuana microbusiness license.

(8) A class A marijuana microbusiness license is subject to all applicable provisions in the Michigan regulation and taxation of marijuana act and these rules related to a marijuana grower, marijuana retailer, and marijuana processor license except for R 420.102(8).

(9) A person may apply for a class A marijuana microbusiness license on the form created by the agency accompanied by the nonrefundable application fee as prescribed in these rules. An application for a class A marijuana microbusiness license must be made under oath on a form provided by the agency and must contain information as prescribed by the agency.

(10) An applicant for a class A marijuana microbusiness license shall pay applicable fees required under these rules.

(11) The agency may determine an applicant is ineligible or deny an application for the reasons specified in these rules, as applicable.

(12) Payment of the initial licensure fee must be received prior to issuance of the state license.

(13) An applicant shall pay the initial licensure fee for a class A marijuana microbusiness license within 10 days of approval or within 90 days of a complete application being submitted, whichever date is first.

### Funding Needed and Sources of Funding

No funding or sources would be needed.

### The MRA's Role

Promulgate a rule creating the license type.

## External Partnerships

No external partnerships would be needed.

## Details

The class A marijuana microbusiness is designed to allow a licensee to grow, process, and sell marijuana under a single license. However, the class A marijuana microbusiness would differ from the existing marijuana microbusiness license type in three primary ways: (1) to grow 300 plants, as opposed to the 150 plants currently allowed to be cultivated by a marijuana microbusiness; (2) to obtain mature marijuana plants from licensed growers; and (3) to utilize outside licensed processors.

By allowing the class A marijuana microbusiness to both grow more plants and to procure mature plants from licensed growers, the model both insulates the license type against crop failures due to infestation, but also to ensure that the microbusiness has a continuous supply of marijuana, as opposed to potentially selling out of certain products while waiting for the next harvest.

Additionally, by allowing the class A microbusiness license to utilize the services of outside processors, class A microbusiness licensees are able to increase the range of available products that they carry, and also able to protect themselves against issues with their processing systems, and to significantly reduce the amount of capital required to establish their operation, as processing equipment can often cost hundreds of thousands of dollars.

Council Proceedings  
City of Westland  
Meeting No. 22  
November 20, 2023

The Westland City Council held a regular meeting November 20, 2023, in the City Council Chambers of Westland City Hall, 36300 Warren Road Westland, Michigan, 48185.

The meeting was called to order at 7:00 p.m. by City Council President James Hart with roll call showing as follows:

<u>Present</u>	<u>Absent (excused)</u>
Emily Bauman	
James Godbout	
Peter Herzberg	
Michael McDermott	
Andrea Rutkowski	
Melissa Sampey	
James Hart	

Also present were Mayor Kevin Coleman, Assessor Jennifer Nieman, Budget Director Dan Block, Cable Producer Craig Hebert, Assistant City Attorney Brandon Grysko, Community Development Director Joanne Campbell, DEI Director Paschal Eze, DPS Director Ramzi El-Gharib, Finance Director Steve Smith, Fire Chief Darrell Stamper, IT Director Craig Brown, MSB Director Joe Burton, Neighborhood Services Director Hassan Saab, Parks & Recreation Director Kyle Mulligan, Personnel Director Stephani Field, Police Chief Kyle Dawley, Purchasing Director Devin Adams, Youth Assistance Director Paul Motz, Water and Sewer Superintendent Doug Morton, Deputy City Clerk Shannon Inman, and City Clerk Richard LeBlanc.

The Pledge of Allegiance was led by Council Pro Tem Andrea Rutkowski.

Mayor Kevin Coleman presented Halloween Decorating Contest award certificates to three Westland homeowners.

- 2023-11-180 Motion by McDermott, supported by Sampey  
RESOLVED that Council grants approval of the Consent Calendar as follows:
- Approval of request from Don Nicholson Enterprises, LLC, to organize and promote the 12<sup>th</sup> Annual All American Wayne Road Cruise which will take place on June 8, 2024.
  - Traffic Control Order 2023-10:  
Install one (1) “HANDICAP PARKING” sign in front of 31074 Steinhauer.
  - Adoption of Ordinance 248-A-114, an ordinance to amend Chapter 27 of the Westland City Code by amending Article VI, to add Section 27-36, to provide existing marijuana microbusiness conditional licensees an opportunity to operate as Class A marijuana microbusinesses consistent with Cannabis Regulatory Agency Rules.
  - Approval of Extension of the 2023 Winter Tax Payments without additional penalty, until Thursday, February 29, 2024.  
Unanimously carried.

- 2023-11-181 Motion by Herzberg, supported by Sampey  
RESOLVED that Council grants approval of the voucher list as follows: Checklist Activity: \$2,382,767.08.  
Unanimously carried.

- 2023-11-182 Motion by Rutkowski, supported by Godbout  
RESOLVED that Council grants approval of minutes of regular meeting held November 6, 2023.

Roll Call Vote:

Ayes: Godbout, McDermott, Rutkowski, Sampey, Hart  
Nays: None  
Abstain: Bauman, Herzberg (Herzberg was absent/excused)  
Absent: None  
Motion carried.

2023-11-183 Motion by Rutkowski, supported by Herzberg

RESOLVED that Council grants approval of request for closed study session on December 4, 2023, at 6:00 p.m. to consult with counsel in connection with France vs Westland and M. Johnson, Case No. 23-02229 and to consider material exempt from discussion or disclosure by State law pursuant to MCL 15.268(e) and (h).

Roll Call Vote:

Ayes: Bauman, Godbout, Herzberg, McDermott, Rutkowski, Sampey, Hart  
Nays: None  
Abstain: None  
Absent: None  
Unanimously carried.

2023-11-184 Motion by Godbout, supported by Herzberg

To approve Introduction of Manpower Budget Amendments for Fiscal Year 2024

2023-11-185 Motion by Sampey, supported by Bauman

To Postpone to a date uncertain Motion 2023-11-184 to hold a Study Session.

Roll Call Vote:

Ayes: Sampey  
Nays: Bauman, Godbout, Herzberg, McDermott, Rutkowski, Hart  
Abstain: None  
Absent: None  
Motion failed.

Returning to Motion 2023-11-184:

RESOLVED that Council grants approval of Introduction of Manpower Budget Amendments for Fiscal Year 2024: Increase (1) Assistant Parks and Recreation Director position within the Appointed Officials & Mayor's Office and City Clerk's Pay Plan.

Roll Call Vote:

Ayes: Bauman, Godbout, Herzberg, McDermott, Rutkowski, Sampey, Hart  
Nays: None  
Abstain: None  
Absent: None  
Unanimously carried.

2023-11-186 Motion by Herzberg, supported by McDermott

RESOLVED that Council grants approval of request to waive procedure to allow Introduction and Adoption of Manpower Budget Amendments for Fiscal Year 2024, in the same meeting.

Roll Call Vote:

Ayes: Godbout, Herzberg, McDermott, Rutkowski, Hart  
Nays: Bauman, Sampey  
Abstain: None  
Absent: None  
Motion carried.

2023-11-187 Motion by Godbout, supported by Herzberg

RESOLVED that Council grants Adoption of Manpower Budget Amendments for Fiscal Year 2024: Increase (1) Assistant Parks and Recreation Director position within the Appointed Officials & Mayor's Office and City Clerk's Pay Plan.

Roll Call Vote:

Ayes: Bauman, Godbout, Herzberg, McDermott, Rutkowski,  
Sampey, Hart  
Nays: None  
Abstain: None  
Absent: None  
Unanimously carried.

2023-11-188 Motion by Herzberg, supported by McDermott  
RESOLVED that the meeting be adjourned.  
Unanimously carried.

The meeting adjourned at 9:15 PM.

James Hart  
Council President

Richard LeBlanc  
City Clerk

**REGULAR CITY COUNCIL MEETING  
MINUTES COUNCIL CHAMBERS,  
1345 E. Main Street City of Niles, Michigan**

**Monday, September 11, 2023**

**PRESENT:** Council Members: Georgia Boggs, Gretchen Bertschy, Amanda Dunnem, Timothy Rogers, William Weimer, John DiCostanzo, Michael Thompson, and Mayor Nick Shelton

**ABSENT:** Charlie McAfee

**STAFF:** Huff, Bergman, Landgraf

**REGULAR COUNCIL MEETING**

The regular Niles City Council meeting was called to order by Mayor Shelton at 6:00 p.m. September 11, 2023. The Pledge of Allegiance was led by Mayor Nick Shelton.

**APPROVAL OF THE AGENDA:**

**Councilmember Rogers** moved, **Councilmember Thompson** seconded to approve the agenda as submitted with the removal of Public Comment.

**ROLL CALL: YEA:** Weimer, DiCostanzo, Thompson, Boggs, Bertschy, Dunnem, Rogers

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

**PUBLIC HEARINGS**

To receive public comment on the creation of a Residential Housing District at 411 Fort Street.

**CITIZEN PARTICIPATION: (PUBLIC COMMENTS)**

**Theresa Briand** of 1615 N 15<sup>th</sup> St, Apt 175 expressed gratitude to Ric Huff for his continued responsiveness to her inquiries and to all the Councilmembers who have taken the time to engage with her. Theresa explained that she seeking to raise awareness about instances where public agencies may have disregarded the FOIA laws, violated the Open Meetings Act and about a DDA employee, that in her opinion, appeared to have strayed from their oath and used their position for personal gain. She stated that she is holding public trustees accountable and her quest to understand our local government better.

**Brian Crespo** of 2112 Industrial Dr. addressed Council as to why he felt that NMR should be granted the Microbusiness Class A license.

**Marie Weimer** said that she hopes that we never forget 9/11.

**PRESENTATIONS:**

**CONSENT AGENDA:**

1. Consideration of approving the minutes of August 28, 2023.
2. Consideration of approving the list of bills dated September 5, 2023.
3. Consideration of scheduling a public hearing on September 25, 2023 at 6:00 pm to receive public comment on the proposed Commercial Facilities Exemption Application for Wolverine Investments, LLC at 411 Fort Street.



4. Consideration of scheduling a public hearing on September 25, 2023 at 6:00 pm to receive public comment on the proposed tax abatement program district for 411 Fort Street.
5. Consideration of scheduling a public hearing on September 25, 2023 at 6:00 pm to receive public comment on the proposed Commercial Facilities Exemption Application for Round Barn/Local Libations at 501 Grant Street.
6. Consideration of scheduling a public hearing on September 25, 2023 at 6:00 pm to receive public comment on the proposed tax abatement program district for Round Barn/Local Libations, LLC at 501 Grant Street.

**Councilmember Thompson** moved, **Councilmember Dunnem** seconded to approve the consent agenda as submitted.

**ROLL CALL: YEA:** DiCostanzo, Thompson, Boggs, Bertschy, Dunnem, Rogers, Weimer

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

#### **CITY ADMINISTRATOR'S REPORT:**

7. Consideration of authorizing the Utilities Department to accept water and sewer infrastructure, on behalf of the City of Niles, within Bertrand Crossing Industrial Park, authorize the Mayor to sign the Utilities Agreement, accept easements to access water and sewer mains and authorize the Utilities Manager to sign as the owner's authorized representative on the EGLE permit applications.

**Councilmember Bertschy** moved, **Councilmember Rogers** seconded to authorize the Utilities Department to accept water and sewer infrastructure, on behalf of the City of Niles, within Bertrand Crossing Industrial Park, authorize the Mayor to sign the Utilities Agreement, accept easements to access water and sewer mains and authorize the Utilities Manager to sign as the owner's authorized representative on the EGLE permit applications.

**ROLL CALL: YEA:** Thompson, Boggs, Bertschy, Dunnem, Rogers, Weimer, DiCostanzo

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

8. Consideration of authorizing the Department of Public works to purchase 2023 F-250 Pickup Truck from Tony Betten Ford of Grand Rapids, Michigan in the amount of \$51,021.00 for use by the Street Department and charge the purchase to Vehicle Capital Equipment Outlay Account.

**Councilmember Rogers** moved, **Councilmember Bertschy** seconded to authorize the Department of Public works to purchase 2023 F-250 Pickup Truck from Tony Betten Ford of Grand Rapids, Michigan in the amount of \$51,021.00 for use by the Street Department and charge the purchase to Vehicle Capital Equipment Outlay Account.

**ROLL CALL: YEA:** Boggs, Bertschy, Dunnem, Rogers, Weimer, DiCostanzo, Thompson

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

9. Consideration of authorizing budget amendments to the 2023 Fiscal Year General Fund revenue of \$2,253,998, the General Fund expense of \$2,337,747, and other funds, including Utility funds expense, of \$798,098.

**Councilmember Bertschy** moved, **Councilmember Dunnem** seconded to authorize budget amendments to the 2023 Fiscal Year General Fund revenue of \$2,253,998, the General Fund expense of \$2,337,747, and other funds, including Utility funds expense, of \$798,098.

**ROLL CALL: YEA:** Bertschy, Dunnem, Rogers, Weimer, DiCostanzo, Thompson, Boggs

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

10. Consideration of awarding a Microbusiness Class A Facility License to BS Ironwood, LLC of at 1641 E. Main Street.

**Councilmember Bertschy** moved, **Councilmember Dunnem** seconded to award a Microbusiness Class A Facility License to BS Ironwood, LLC of at 1641 E. Main Street.

**ROLL CALL: YEA:** Dunnem, Rogers, Weimer, DiCostanzo, Thompson, Boggs, Bertschy

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

11. Consideration of awarding a Microbusiness Class A Facility License to Native Michigan Remedies of 2112 Industrial Drive.

**Council Member Bertschy** moved, **Council Member Dunnem** seconded to award a Microbusiness Class A Facility License to Native Michigan Remedies of 2112 Industrial Drive.

**ROLL CALL: YEA:** Rogers, Weimer, DiCostanzo, Thompson, Boggs, Bertschy, Dunnem

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

12. Consideration of accepting a grant from Michigan Gateway Community Foundation in the amount of \$27,075.00 for use by the Help for Homes Initiative program for revitalization of owner-occupied homes in the 3<sup>rd</sup> Street corridor and authorize the Mayor to sign the agreement.

**Council Member DiCostanzo** moved, **Council Member Bertschy** seconded to accept a grant from Michigan Gateway Community Foundation in the amount of \$27,075.00 for use by the Help for Homes Initiative program for revitalization of owner-occupied homes in the 3<sup>rd</sup> Street corridor and authorize the Mayor to sign the agreement.

**ROLL CALL: YEA:** Weimer, DiCostanzo, Thompson, Boggs, Bertschy, Dunnem, Rogers

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

#### **APPOINTMENTS:**

#### **CITY ATTORNEY'S REPORT:**

#### **COUNCILMEMBER'S REPORT:**

**Councilmember Thompson** thanked the Underground Laugh Lounge for the tickets that allowed his daughter and son-in-law to attend. They enjoyed it and would recommend others to attend. They also plan to return again. Thompson stated that he emailed Council links to videos on the difference of currency and money along with how our financial system basically works to prepare for discussing City fund investing. Thompson also shared an article on the scamdemic also known as the election variant.

**Councilmember Bertschy** moved, Thompson supported to excuse Mayor Shelton from the August 28, 2023 meeting. **AYES: 7 NAYES: 0 MOTION CARRIED**

Bertschy also announced that this Sunday will be the last Free Concerts in the Park. She acknowledged Caryn Adler and all the wonderful things that she has contributed to.

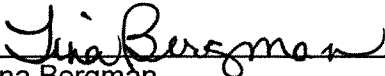
#### **MAYORS REPORT:**

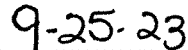
**Mayor Shelton** gave thanks for being excused from the last meeting as he was in Ireland for the Notre Dame game where he was able to meet the Lord Mayor of Belfast. The Mayor congratulated the two businesses that were approved for a Class A Microbusiness License. He also announced that the Apple Festival begins September 28, 2023 and encouraged everyone to go. Lastly, he attended the ribbon cutting for the Underground Laugh Lounge. He found it incredible what the Koebel's have done with that space and is really proud of their efforts with the Carnegie Library. He encouraged everyone to get tickets before they are sold out.

#### **CLOSED SESSION:**

**ADJOURNMENT**

Councilmember Weimer moved to adjourn at 6:26 p.m.

  
\_\_\_\_\_  
Tina Bergman  
Niles City Clerk

  
\_\_\_\_\_  
Date

**REGULAR MEETING OF THE BUCHANAN CITY COMMISSION KL**  
**TUESDAY, DECEMBER 27, 2022 – 7:00 PM**  
**CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

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**MINUTES**

*THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan's Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.*

*\* Requests to be added to the agenda as a "Scheduled Matter from the Floor" should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the "non-agenda items only" public comments section of the agenda.*

*\* Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting.*

*\* Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance.*

*\* Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to [clerk@cityofbuchanan.com](mailto:clerk@cityofbuchanan.com)*

**I. Call to Order**

Meeting was called to order by Mayor Denison at 7:00 P.M.

**II. Recognition**

**III. Pledge of Allegiance**

Mayor Denison led in the Pledge of Allegiance.

**IV. Roll Call**

**Present:** Mayor Sean Denison, Mayor Pro Tem Mark Weedon, Commissioner Dan Vigansky, Commissioner Larry Money

**Absent:** Commissioner Patrick Swem

**Motion made by Denison, supported by Weedon to excuse Commissioner Swem absence for Special Meeting 12/27/2022. Roll call vote carries unanimously.**

**City Staff:** City Manager, Heather Grace; City Clerk, Kalla Langston; Community Development Director, Rich Murphy; Director of Public Services, Mike Baker; Director of Public Safety, Tim Ganus; Chief of Police Harvey Burnett

**V. Approve Agenda**

**Motion made by Money, supported by Weedon, to approve the agenda as presented. Roll call carries unanimously**

**VI. Public Comment - Agenda Items Only** *(3-minute limit)*

Peter Lysy- Hopes the commission will proceed with Kurt Garners Buchanan Preservation Plan.

**VII. Consent Agenda** *(can be approved all in one motion, for general housekeeping items)*

- A. 1) **Planning Commission Appointment**- Consider appointing Anthony "Tony" Houser to the planning commission for a three-year term beginning January 2023 on the recommendation from the Planning Commission on December 13th.

- B. 2) **Minutes**- Consider approving the Regular Meeting Minutes from the December 12, 2022 City Commission meeting.
- C. 3) **Expenditures**- Consider approving expenditures for December 27, 2022, in the amount of **\$282,263.64**.

**\*\*NOTE:** \$279,864.70 of the amount above is for **GENERAL** expenditures. \$2,398.94 of the amount above is for the 11.1.22 - 11.30.22 **Summer Tax Disbursement**.

**Motion made by Weedon, supported by Money, to approve the consent agenda as presented. Roll call carries unanimously.**

**VIII. Scheduled Matters from the Floor** *(if any)*

- A. 1) **Culvert Evaluation Agreement**- Consider authorizing Manager Grace to sign the proposed contract formalizing the agreement previously approved verbally by the City Commission during a special meeting on site at the culvert location.

This is a formality agreement, the Culvert Evaluation was approved at a prior special meeting.

**Motion made by Money, supported by Denison to authorize Manager Grace to sign the Culvert Evaluation Agreement, as presented. Roll call vote carries unanimously.**

2) **Front Street & Oak Traffic Signal Agreement**- Consider approving an agreement to authorize work to upgrade the traffic signal at Front & Oak. *(This project was contemplated since the inception of the larger infrastructure project concept first began back in 2022. MDOT funding is lined up to cover associated expenditures as part of the City's participation in NATS, the Niles Area Transportation System, which divides up federal highway road monies amongst road agencies in our part of Berrien County. Prein&Newhof needs the agreement formalized so that we can proceed with submitting it along with our entire MDOT road money grant applications in order to effectuate the federal road money allocations).*

The agreement is for the engineers to move forward in the grant application. This grant has been in the works since the previous administration. This allows them to pursue federal and state funding for the Traffic Signal.

**Motion made by Vigansky, supported by Money to authorize Manager Grace to sign the Culvert Evaluation Agreement, as presented. Roll call vote carries unanimously.**

3) **Engineering Change Order #1**- Consider approving the proposed change order. *(This change order updates the existing agreement with P&N to reflect the changes previously approved by the City Commission, following multiple public meetings and open houses regarding the streetscape design. These new figures have been submitted to NATS and are part of our application for increased street funding through MDOT/federal highway transportation funds, so need to be formalized in order for our requests for road money allocations to proceed).*

This change order agreement is to cover modifications that were made during public meetings. Such as the increased scope during conceptual design phase, Parshall flume, lead lines that are likely to be encountered, Rynearson Street for streetscape modifications, unforeseen delays in the funding approval process and construction material availability.

**Motion made by Weedon, supported by Vigansky to authorize Manager Grace to sign the Engineering Change Order #1 agreement, as presented. Roll call vote carries unanimously.**

4) **Engineering Change Order #2**- Consider approving the proposed change order.

This change order is to secure the 19 permanent easements from 14 property owners on Front St.

**Motion made by Vigansky, supported by Money to authorize Manager Grace to sign the Engineering Change Order #2 Agreement, as presented. Roll call vote carries unanimously.**

**IX. Reports by: Departments, Committees, Boards**

**A. Friends of the Trail- Jerry Flenar update on Trail Grant Extension**

Jerry Flenar, chairman of the Friends of the McCoy Creek Trail on December 14<sup>th</sup> went to Lansing to attend the Michigan Resource Meeting. There were a 100 grant requests being put forth for awards. Out of the hundred applications they ranked 3<sup>rd</sup> out of 100. Flenar thanked Murphy for looking at it to get there score up from 350 to 410. This grant gives them enough to finish phase 1 of the trail extension. They were also highly encouraged by the group to go after phase 2 next year. The entire room gave a standing ovation to Rich Murphy on the request of Flenar for helping put forth a great grant application.

**B. Community Development Director Report**

1) **Zen Leaf Renewals**- Consider approving the Zen Leaf marihuana medical and adult use retail permit renewals for 259 E. Front St.

**Motion made by Weedon, supported by Vigansky to approve the Medical and adult use retail permit renewals for Zen Leaf at 259 E. Front St. Roll call vote carries unanimously.**

2) **Blackbird Renewal**- Consider approving the Blackbird/Elkhorn Valley grower class C marihuana permit renewal for 402 - 404 S. Oak.

Rhett was able to give a powerful update on the status of the building. He has overcome a lot this past year but continues to make strides to open his dream business.

**Motion made by Vigansky, supported by Weedon to approve the Class C Marihuana Permit renewal for Blackbird/ Elkhorn Valley at 402-404 S. Oak. Roll call vote carries unanimously.**

3) **Stark School Façade Grant Request**- Consider approving the Stark School Façade Grant Application for 502 Claremont.

Murphy was seeking the Façade Grant for Stark School on behalf of owner Jen Tabor. Total amount spent \$8,345.03. Murphy is recommending Grant Award being at 60% of itemized invoices and receipts totaling \$5,007.02.

**Motion made by Money, supported by Vigansky to approve the Façade Grant for Stark School at 502 Claremont. Roll call vote carries unanimously.**

4) **Grant Updates & Awards**- McCoy's Creek Trail Extension Grant update, Spark grant update, A Vision for Buchanan Urban Guild Award

Murphy touched on the Grants that were awarded and future grants progression. Excited to see Buchanan making a name in the Grant awards.

5) Kurt Garner to present update on Buchanan Preservation Plan

Kurt Garner gave a brief presentation on the Buchanan Preservation Plan. With the help of the Preservation Society on the important areas they would like to work on next as well as keeping the plan going for years to come.

**C. Clerk Report- Kalla Langston**

1) Recount update from November 8, 2022, General Election

Langston updated the commission on the recount with Weedon winning by one vote. Unfortunately, AVCB was unable to be recounted due to recount process of hand counting ballots to match what was tabulated. Lemay was able to challenge but decided against it.

*2) Prop-2 changes with the upcoming May 2023 Special Election.*

Langston went over highlights of Prop-2 and some of the financial aspects that will come with the changes. There will be lot to navigate in the upcoming elections but will be working with clerks throughout the County to make sure that the law is upheld, and security is in place.

**X. Unfinished Business**

- A. Appointment of Commissioners as Alternates to serve on any boards/committees/commissions-**  
*Consider making motions to appoint Commissioners as alternates to serve on City Boards/Committees/Commissions, as desired.*

Commissioners will decide which boards/committees they would like to be alternates for via survey that Grace will put together.

Langston wanted to clarify that no motion was made for ZBA alternate, that this one must be decided per charter.

**Motion made by Denson, supported by Weedon to appoint Commissioner Dan Vigansky as the ZBA Alternate. Roll call vote carries unanimously.**

- B. Microbusiness Ordinance-** *Consider the Second Reading of Ordinance 2022.12/435, Proposed Amendments to the Adult Use Microbusiness Ordinance to include Class A Microbusinesses, as is newly allowed via recently updated state law. If passed at second reading, the ordinance will take effect following publication.*

**Motion made by Vigansky, supported by Weedon to approve the second reading of ordinance 2022.12/435, as presented. Roll call vote carries unanimously.**

**XI. New Business**

- A. 1) Enter Closed Session-** *Consider entering Closed Session to discuss the potential lease or purchase of real property, pursuant to MCL 15.268 Section 8(1)(d).*

**Motion made by Weedon, supported by Money to enter closed session pursuant to MC 15.268 Section 8(1)(d) to discuss the potential lease or purchase of real property at 8:39 P.M. Roll call vote carries unanimously.**

**2) Re-Enter Open Session-** *Consider re-entering Open Session.*

**Motion made by Weedon, supported by Money to re-enter Open Session at 9:04 P.M. Roll call vote carries unanimously.**

**3) Action-** *Consider action pursuant to Closed Session discussions.*

**Motion made by Weedon, supported by Money to authorize the City Administration to take action pursuant to discussion held in closed session. Roll call vote carries unanimously.**

**XII. Communications** *(informational only, formal board action is not necessary for these items, unless so desired)*

- A. Downtown Infrastructure Road Right of Way Map Updates-** *maps are shared for informational purposes only, no action needed.*

- B. Previous Agenda Item, Progress Update-** *Andy Campbell indicated that he will not be ready to present information relating to the water/sewer rate proposals/USDA project until the January*

*meeting. Similarly, the updated City credit card policies are planned to be presented at that time as well.*

**XIII. Public Comment - Non-Agenda Items Only** *(3-minute limit)*

**XIV. Executive Comments**

**A. City Manager Comments**

Hoped everyone had a Great Holiday. Is very pleased to have such an uplifting meeting this evening. It's amazing to see the accomplishment from the staff as well as our business owners and our community. Looking forward to seeing all the great things that are coming to Buchanan.

**B. Commissioner Comments**

Weedon- No comment

Vigansky- No comment

Money- thanked the Commissioners for what they do. Thanked Baker for the great work that his crew has done in the city during this blizzard. Please let the DPW crew know that he thanks them very much. Thanked Jen Tabor for bringing in cookies for us tonight.

**C. Mayor Comments**

Thanked the City Staff for all their hard work.

**XV. Adjourn**

**Motion made by Money, supported by Weedon to adjourn the meeting at 9:07 P.M. Roll call vote carries unanimously.**

---

Kalla Langston, City Clerk

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Mayor Sean Denison





# City Commission Agenda Report

City of Kalamazoo

Date: **6/5/2023**

Item: **H.6.**

**TO:** Mayor Anderson, Vice Mayor Cooney, and City Commissioners

**FROM:** Clyde J. Robinson, City Attorney

**DATE:** June 5, 2023

**SUBJECT:** Ordinance Amendment Permitting Class A Marihuana Microbusinesses

## **RECOMMENDATION:**

It is recommended that the City Commission adopt an amendment to Chapter 20B addressing Marijuana Commercial Businesses to permit the operation of Class A Microbusinesses.

## **BACKGROUND:**

Currently the City permits Microbusinesses to operate within the City. These licensees are permitted under State statute and local ordinance to cultivate not more than 150 mature marihuana plants, process and package marihuana, and sell or transfer marihuana to individuals 21 years of age and older. It is essentially a small scale vertically integrated (grow, process, and retail sales) business.

Class A Microbusinesses are authorized by the Cannabis Regulatory Agency by administrative rule. It is a larger operation which is permitted to cultivate not more than 300 mature marihuana plants; package marihuana; purchase marihuana concentrate and marihuana-infused products from licensed marihuana processors, and sell or transfer marihuana and marihuana-infused products to individuals 21 years of age and older. This business, while defined and identified in the City Code of Ordinances, is not presently permitted.

Recently the Zoning Board of Appeals granted a variance to a marijuana business located at 4525 West KL Avenue to operate a Class A Microbusiness. However, the granting of a use variance under the zoning code, cannot override the licensing ordinance which currently does not permit Class A Microbusinesses. The proposed amendment would address this matter by allowing Class A Microbusinesses.

Community Planning & Economic Development staff recommend this change. The only reason Class A Microbusinesses were not permitted in the previous amendment to the Marijuana Commercial Business ordinance was determining where such operations would be best located in the City under the zoning code. The location where the variance was granted is an acceptable site for this business.

The proposed amendment would place no limits on the number of Class A Microbusinesses, but the capitalization costs and State license fee (\$8,300 fee for a Microbusiness versus \$18,600 for a Class A Microbusiness) required for this type of business suggests that their number will be limited.

#### **STRATEGIC VISION ALIGNMENT:**

##### Strategic Goal Impact:

**Economic Vitality** - A supportive infrastructure for growing businesses and stabilizing the local economy for the benefit of all.

#### **COMMUNITY ENGAGEMENT:**

**Inform (one-way conversation)** – no feasible alternatives available due to legal/regulatory restrictions, standards and best practices, or resource limitations; the community will be made aware of the project.

#### **FISCAL IMPACT:**

Nominal.



City of Hartford  
County of Van Buren, State of Michigan

## Commission Business Meeting Agenda

Tuesday, February 20, 2024 at 5:30 PM

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### APPROVAL OF AGENDA

### GUESTS

1. Award Presentation

### PUBLIC COMMENT

### COMMUNICATIONS

2. Comm - Planning Commission Public Hearing February 26, 2024 7:30pm - Proposed Ordinance Amendments
3. Comm - Open Planning Commission Seat
- [4.](#) Comm - March Board of Review
- [5.](#) Comm - McDowell Apartments
- [6.](#) Comm - Raising a Grieving Child Workshop February 28, 2024 11am
- [7.](#) Comm - Kinship Care Workshop

### REPORT OF OFFICERS BOARDS & COMMITTEES

- [8.](#) PZ - February 12, 2024
- [9.](#) VBCD - January 2024

#### Police & Ordinance

- [10.](#) HPD - January 2024

#### Fire Department

- [11.](#) HFB - February 12, 2024
- [12.](#) HFD - January 2024

#### Ambulance

[13.](#) AMB - January 2024

Van Buren County

Public Works

[14.](#) DPW - January 2024

Wastewater Treatment Plant

[15.](#) WWTP - January 2024

Treasurers, Investment & List of Bills

[16.](#) Trea - February 20, 2024

City Manager

[17.](#) CM - February 2024

#### **APPROVAL OF COMMISSION MINUTES**

[18.](#) January 22, 2024

[19.](#) January 29, 2024

[20.](#) February 5, 2024

[21.](#) February 12, 2024

#### **APPROVAL OF REPORTS**

#### **GOALS/OBJECTIVES**

#### **OLD BUSINESS**

#### **NEW BUSINESS**

[22.](#) HFD - 2024/2025 Proposed Budget

[23.](#) Discuss & Consider - Humvee Policy

[24.](#) Discuss & Consider - Extreme Risk Protection Order Policy

[25.](#) Discuss & Consider - Lien & Delinquent Tax Policy

[26.](#) Discuss & Consider - Police Department Garage Maintenance

[27.](#) Discuss & Consider - SWOT Analysis & Expectations Workshop Results

28. Discuss & Consider - Set Meeting for Colors Workshop

#### **INTRODUCTION OF RESOLUTIONS OR AMENDMENTS**

#### **ADJOURNMENT**

**NOTICE**

**2024 BOARD OF REVIEW**

CITY OF HARTFORD  
19 WEST MAIN STREET  
HARTFORD, MI 49057

THE CITY OF HARTFORD BOARD OF REVIEW FOR 2024 WILL BE HELD AT CITY HALL LOCATED AT 19 WEST MAIN STREET, HARTFORD, MI 49057 ON THE FOLLOWING DATES AND TIMES:

TUESDAY, MARCH 5, 2024- 1:00 P.M. ORGANIZATIONAL MEETING

**APPEAL HEARINGS MEETING SCHEDULE:**

MONDAY, MARCH 11, 2024- 1:00 P.M. TO 4:00PM AND 6:00 P.M. TO 9:00 P.M.

TUESDAY, MARCH 12, 2024- 9:00 A.M. TO NOON AND 1:00 P.M TO 4:00 P.M.

THE BOARD OF REVIEW WILL MEET AS MANY MORE DAYS AS DEEMED NECESSARY.

THE BOARD OF REVIEW WILL ACCEPT PROTESTS BY LETTER ASSUMING THE LETTER IS RECEIVED BY 1:00 P.M. ON MARCH 12, 2024

**PLEASE CONTACT THE ASSESSOR’S OFFICE TO SCHEDULE AN APPOINTMENT- PHONE  
269-207-2590**

THE TENTATIVE RATIOS AND ESTIMATED MULTIPLIERS FOR EACH CLASS OF REAL PROPERTY AND PERSONAL PROPERTY FOR 2024 ARE AS FOLLOWS:

AGRICULTURAL.....	50.00%.....	1.0000
COMMERICAL.....	49.76%.....	1.0604
INDUSTRIAL.....	49.76%.....	1.0048
RESIDENTIAL.....	46.74%.....	1.0697
DEVELOPMENTAL.....	50.00%.....	1.0000
TIMBER CUTOVER.....	50.00%.....	1.0000
PERSONAL PROPERTY....	50.00%.....	1.0000

**AMERICANS WITH DISABILITES (ADA) NOTICE**

THE CITY OF HARTFORD WILL PROVIDE NECESSARY REASONABLE SERVICES TO INDIVIDUALS DISABILITIES AT THE BOARD OF REVIEW MEETINGS UPON A TWO (2) DAY NOTICE. PLEASE CONTACT THE ASSESSOR’S OFFICE AT 269-207-2590 TO MAKE ARRANGEMENTS.

*RoxAnn Rodney-Isbrecht, Clerk*  
City of Hartford  
19 W Main St  
Hartford MI 49057  
269-621-2477  
269-621-2054  
[cityclerk@cityofhartfordmi.org](mailto:cityclerk@cityofhartfordmi.org)  
[www.cityofhartfordmi.org](http://www.cityofhartfordmi.org)



321 Woodland Pass Ste 100  
East Lansing, MI 48823

PHONE: (517) 351-1544 FAX: (517)-337-8345  
MI TDD/TTY: 7-1-1 / TX TDD: 800-735-2989  
Rev: 2-2021

January 25, 2024

Hartford City Hall  
19 W. Main St. #1  
Hartford, MI 49057

RECEIVED  
JAN 29 2024  
CITY OF HARTFORD

Dear Director,

I am writing today regarding McDowell II Apartments located at 55921 County Road 687 in Hartford. We are asking that you refer members of your clientele that may need housing. The rent is based on income and the apartments may be occupied only by very low to moderate income households. The contact telephone number is (269) 621-2089 and the office hours are Wednesday 9 am till 1 pm. The TDD/TTY number is 7-1-1. Barrier free units are available.

It would be greatly appreciated if you would notify appropriate members of your community of this rental opportunity. We are currently accepting applications for 1- and 2-bedroom apartments. Thank you again for your cooperation. We hope we can provide apartments to members of your clientele.

Sincerely,

*Rebecca Hartupee*

Rebecca Hartupee  
Director of Affordable Compliance

This institution is an equal opportunity provider.

Equal Housing Opportunity





# Raising a grieving child

## A Kinship Care Speaker Series event featuring Lory's Place

1,192 children are newly bereaved each day in the United States, leaving parents, grandparents and caregivers navigating grief with their children. However, many of us don't feel equipped to know what to say or how to help.

In this presentation, we will talk through helpful strategies to support children and ask:

- What are normal reactions?
- What does their unique grief look like?
- What do kids need to find their footing again?

RECEIVED

FEB 07 2024

CITY OF HARTFORD

**When:** 11 a.m. Wednesday, Feb. 28

**Where:** Campus for Creative Aging, 2920 Lakeview Ave., St. Joseph



*To RSVP to this free presentation, contact Meg Killips at [megkillips@areaagencyonaging.org](mailto:megkillips@areaagencyonaging.org) or call 269-983-0177.*

*Can't make it and want more information on how Kinship Care can support you and your family? Reach out to Meg!*





# Are you raising a family member's child?

Come learn about **Kinship Care** and resources that can help!

Kinship Care is a support system for families raising a family member's child, like a grandparent raising a grandchild. In this presentation, we'll cover what and who we are, and how we can support you and your family. Two presentations are being offered:

**When:** 10 a.m. Tuesday, March 26

**Where:** Front Street Crossing (COA), 227 Front St., Dowagiac

**When:** 10 a.m. Wednesday, April 3

**Where:** Lowe Center (COA), 60525 Decatur Road, Cassopolis

RECEIVED

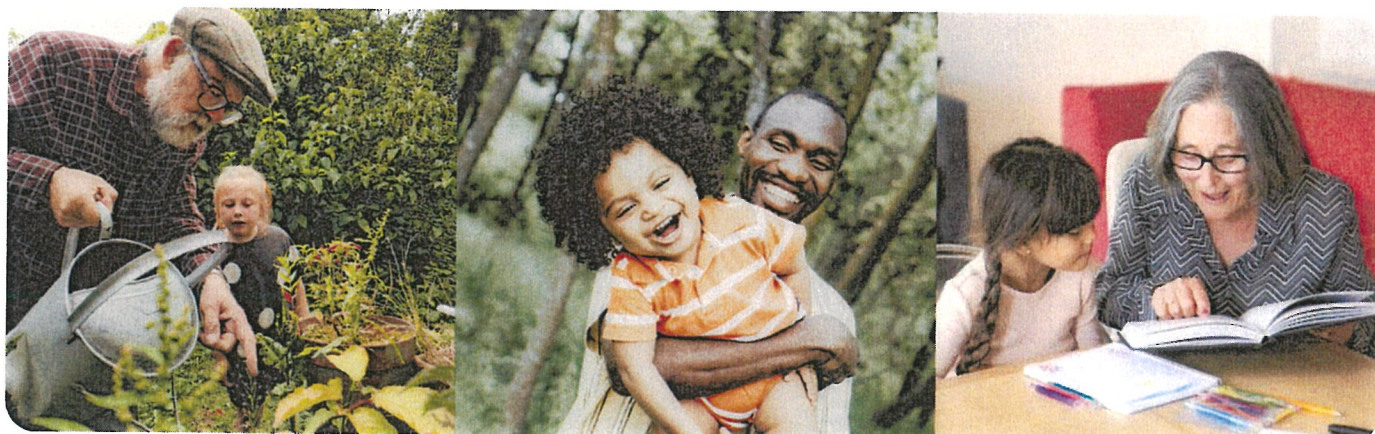
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CITY OF HARTFORD



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**City of Hartford Planning Commission  
Regular Meeting, Hartford City Hall  
February 12th, 2024, Minutes**

**Called to Order:** 7:30p.m. by T. Kling

**Members Present:** S. Ackerman, G. Gardner, J. Kling, & T. Kling

**Members Absent:** J. Fuller & A. Morales, both excused unable to attend.

**Also Present:** Linnea Rader, Interim City Manager

**Note:** We would like to extend a warm welcome to Gage Gardner, our newly appointed Planning Commission member.

**Approval of the Agenda:** Motion made by G. Gardner, seconded by S Ackerman, to approve the February 12<sup>th</sup>, 2024 agenda as written. All present in favor, motion carried.

**Approval of the Minutes:** Motion made by G. Gardner, seconded by J. Kling, to approve the December 11<sup>th</sup>, 2023 meeting minutes as written. All present in favor, motion carried.

**Public Comments Not on the Agenda: Linnea Rader Brief Updates:**

\*New City Manager, Nicole Brown, under contract to start March 6<sup>th</sup>. Linnea will stay on to help with her transition.

\*Once the weather is good, work will continue on the water project extension to the homes affected by PFAS. The residents have been contacted, either in person or by mail, but some are hesitant. If they hook up now, it's free. If they wait and anything goes wrong later, it will be very expensive for updates and repairs.

\*City Council members are participating in an expectations workshop. One key aspect is to move forward in a positive manner. Linnea pointed out there was a lot of positive feedback & they had fun sharing all their ideas.

\*Other projects are pretty much wrapped up, re: sewer line completed up to water treatment plant, not past the river.

\*20% of homes in the city were chosen to be checked for lead (what kind of pipes are in place) wrapping up now, to update the Water Asset Management Plan.

\*Grant for park submitted. Lots of great updates planned, however may be awhile before approval. We're high on the list. There are some deed restrictions (currently no playground allowed) Main goal is to balance the wants & needs of community.

\*Library is interested in doing more on their property in the future. There are some legal issues to be addressed.

\*T. Kling mentioned the Hum-vee the City acquired, donated at no cost, government surplus, to be used for emergencies, highway rescues. It's in really good shape. Can be sent back if there is a need to.

**Public Hearing:** None

**Old Business:**

\*Need to have the election of officers. Tabled until next meeting.

\*Need another Planning member to fill Nancy Spoula's position. Position has been posted. Reach out if know anyone.

**New Business:**

\***Discuss & Consider Proposed Amendments to Marihuana Ordinances** – T. Kling re-capped our previous discussions. He reiterated the fact that we must continue to grow & evolve to meet the needs and changes in our community. We added a few modifications under Sec.110.12 regarding the number of temporary marihuana events & licenses required and updated the number of licenses for Microbusinesses. This ordinance is regulated by the State of Michigan, in compliance with the current laws. Upon completion of our discussion, all were in favor of moving forward with setting the Public Hearing date.

**\*Set Public Hearing Date – Amendments to Marihuana Ordinances** – Special Meeting for Public Hearing set for Monday, February 26<sup>th</sup>, at 7:30pm. Notices will be posted.

**\*Discuss & Consider Proposed Amendments to Zoning Ordinances** – T. Kling re-capped our previous discussions. Linnea added that updates to language, verbiage used for marihuana businesses re: signage, are needed to comply with the state. Upon completion of our discussion, all were in favor of moving forward with setting the Public Hearing date.

**\*Set Public Hearing Date – Proposed Amendments to Zoning Ordinances** - Special Meeting for Public Hearing set for Monday, February 26<sup>th</sup>, at 7:30pm. Notices will be posted.

**\*Application for re-appointment to Planning Commission** - applications have been given to all planning members to fill out and submit to Roxanne or Linnea once completed. Some have been turned in already.

**\*Training Opportunities** – there has been a good response to upcoming training being offered in Lawrence & Bangor. Most members have signed up. Online classes are also available if desired.

**Other business:** None

**Adjournment:**

Motion made by G. Gardner, seconded by S. Ackerman, to adjourn the meeting. All present in favor, motion carried. Meeting adjourned by T. Kling at 8:21 P.M.

Respectfully submitted by: Jenine Kling, Secretary

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JANUARY 22, 2024

Item 18.

Commissioners Present: Jane Danger; Frank Dockter; John Miller; Lindsay Morsaw; Nancy Spoula; Charles Weeden; Mayor Richard A. Hall

Commissions Absent:

Staff Present: Rader; Rodney-Isbrecht; Ivy; Prince; Shultz; Staunton

Mayor Hall called the meeting to order at 5:30pm.

Pledge of Allegiance was said.

Motion by Commissioner Spoula, supported by Commissioner Miller, to approve the agenda as amended to include Resolution 2024 – 002 accepting the 2022/2023 Fiscal Year Audit.

Motion carried 7 – 0

Motion by Weeden, supported by Danger to nominate Commissioner John Miller as Mayor Pro-Tem for 2024.

Motion carried 7 – 0

**Guests:**

- Ryan Marschke, Hungerford Nichols CPSs + Advisors, gave a presentation on the City's 2022/2023 Audit. Capital Assets increased due to projects; also increased debt due to those projects. There are about six months' worth of Fund Balance if no additional income were received and within the recommended guidelines. The City was required to do a single audit due to the \$750,000 spent in Federal funds. One material weakness was noted on page 13 and no material weakness noted on the single audit. The City received an unmodified opinion on the audit & the single audit.
- Terry Tibbs, Van Buren Senior Services Board Member - Offering Tax preparation in South Haven for Seniors, Call for an appointment; Rides available for Dr. Appointments must be scheduled in advance; Grants to install Handicap Ramps on a first come, first serve basis. For Handyman services call 269-637-3607; 866-627-8904;

**Public Comment:**

- John Spoula, 112 Bennett Ave, comments on the cost to dismiss the former City Manager; comments in support of the acquired Humvee.
- Rachel Ballard, Ballard's Bake Goods of Paw Paw, looking to sell her baked goods in Hartford.
- Mike Menick, 38 Marion Ave, comments on the former City Manager costs of dismissal & Council's attendance record.
- Tim Kling, 105 East Street, concerns about demolition of 106 South Center St, DPW did a Great job clearing the roads.
- Joe, Zip Cannabis, 801 Prospect – Update on the Marijuana Ordinance amendments.

**Communications:**

- Southwest Michigan CAA Weatherization Assistance Program Available
- Hartford Area Chamber of Commerce Annual Banquet February 12, 2024 6pm at El Primo Res
- Public Notice – EGLE – AEP/Indiana Michigan Transmission
- Market Van Buren Communication
- Notice of Public Accuracy Test for Early Voting Site February 1, 2024
- Early Voting begins February 17<sup>th</sup> thru February 25 for the Presidential Primary at the VBC West Building on CR 681, Hartford, or you can vote on election day at your precinct located at the Vanderlyn Community Center/12 Church Street on February 27, 2024 polls will be open 7am-8pm. Contact the Clerk if you need an absent voter ballot.

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JANUARY 22, 2024

Item 18.

- Van Buren County Voter Information Guide
- Hartford Chamber of Commerce has a new redesigned website.

**Reports of Officers, Boards & Committees; Routine Monthly Reports from Departments:**

- Van Buren Conservation District December 2023 Program Update.
- A. **Police & Ordinance** – Chief Prince & LT Ivy – Report on file. Working to fill crossing guard position. Radio System will be obsolete at the end of the year, seeking funding to cover the costs. Hiring/Recruiting is a challenge; MCOLES Grant available to cover costs of education program, which begins in April; Working on a training schedule; end of the year reports; Lt Ivy is planning a bike rodeo and safety course in the spring, seeking grant to cover the cost; Commissioner Weeden has some concerns about 24/7 coverage with five officers. Seeking a grant on reducing gun violence programs.
- B. **Fire Department** – Robbie Harting, Fire Chief – Report on File; 501c3 completed & filed which will allow application of federal funding; Met with Mayor & Township Supervisor to go over the new 2024/2025 budget. Pancake Breakfast scheduled in May; Smoke detectors are available for install. Pole Barn has been completed.
- C. **Ambulance** – No report filed, currently living at the fire station, working out well.
- D. **Van Buren County** – Mike Chappel, Commissioner, Public Defender disengaging from Allegan County; Kayak launch on CR 687, construction in 2025; working on County ORV ordinance.
- E. **Public Works** – Dan Staunton, Report on File; Snow Removal, hired a new employee. City has an ordinance regarding parking overnight in City Parking lots during snow events; car could be towed if left over night.
- F. **Wastewater Treatment Plant** – No Report on File –
- G. **Treasurers, Investment & List of Bills** – List of Bills \$396,411.29
- H. **City Manager** – Report on file – communications services permitting cannot have a moratorium, and have to be approved within 45 days; summary judgement was delayed until March 2024 regarding former employee; Police Recruit policy, worked hard to acquire a grant to send them through police academy; employee did not pass water license, working with them for additional training and reevaluate options; council expressed concerns on Humvee options; police union arbitration was dropped. Police Car does not need to be parked out front and directed the police department to park in the back by the garage.

Motion by Commissioner Weeden, to send the Humvee back.

Motion failed for lack of support

Commissioner Dockter went to some business in town and got enough donations to replace the blow-up Frosty in the park. He will be seeking additional donors to purchase blow up strawberries for the park.

**Approval of Commission Minutes:**

Motion by Commissioner Dockter, supported by Commissioner Spoula, to approve the minutes of the December 11, 2023 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Danger, to approve the minutes of the December 13, 2023 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JANUARY 22, 2024

Item 18.

Motion by Commissioner Spoula, supported by Commissioner Dockter, to approve the minutes of the December 18, 2023 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Danger, to approve the minutes of the January 3, 2024 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

**Approval of Reports:**

Motion by Commissioner Miller, supported by Commissioner Spoula, to approve the January 22, 2024 list of bills in the amount of \$396,411.29

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Frank, to accept the December, 2023 reports of Officers, Boards & Committees and place them on file.

Motion carried 7 – 0

**Goals/Objectives:**

- Discuss & Consider – Expectations Workshop set for January 29, 2024 at 4:30pm

**Old Business:**

- Discuss & Consider Spark Grant Update – Results of survey, public meeting & priorities of improvements. Even though it was a priority based on survey results a splash pad is not recommended due to the maintenance costs. The grant is due January 31, 2024. Council is in favor of moving forward with the proposed improvements of parking lot, fencing, upgrades to pavilion, lighting, restrooms, electric, benches & picnic areas, outdoor game tables & pickle ball court.
- Discuss & Consider Voluntary Well Metering -

Discussion: A flat rate customer has requested the City meter his well because it is cost prohibitive to tap into the water system. Council is not in favor of moving forward with an ordinance or policy to meter wells of flat rate customers.

- Discuss & Consider – City Manager Position – A Contract Agreement has been reached

Motion by Commissioner Morsaw supported by Commissioner Miller to authorize the Mayor to enter into a contract agreement, with wording similar to what was presented at this meeting, with Nicole Brown as the next City Manager pending successful background check & drug screen.

Motion carried 6 – 1 (Danger)

**New Business:**

- Discuss & Consider – Hungerford Nichols Engagement Letter for Single Audit

Motion by Commissioner Miller, supported by Commissioner Dockter to accept the engagement letter for single audit from Hungerford Nichols.

Motion carried 7 – 0

- Discuss & Consider – Freedom of Information Act Procedures & Guidelines & Fee Schedule

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JANUARY 22, 2024

Item 18.

Motion by Commissioner Miller, supported by Commissioner Dockter, to adopt the Freedom of Information Act Procedures & guidelines & fee schedule as presented.

Motion carried 7 – 0

- Discuss & Consider – HPD Recruit Policy

Motion by Commissioner Miller, supported by Commissioner Danger to adopt the Hartford police Department Recruit Policy as presented.

Motion carried 6 – 1 (Weeden)

- Discuss & Consider – MML Training – Invitation received from Bangor City to participate in elected officials training February 21, 2024, 1-4pm.

Discussion: Notify the Clerk if you wish to participate in the training.

**Resolutions, Ordinance, Proclamation's:**

- Discuss & Consider – Proposed Ordinance 335-2023 Establish Planning Commission

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Ordinance 335-2023 Establish Planning Commission. .

Motion carried 7 – 0

- Discuss & Consider – Proposed Ordinance Amendment No. 336 – 2023 Designate Zoning Board of Appeals.

Motion by Commissioner Miller supported by Commissioner Danger to adopt Ordinance 335-2023 Designate Zoning Board of Appeals.

Motion carried 7 – 0

- Discuss & Consider – Proposed Ordinance Amendment to Zoning 151, 291, 151.309, 151.310, 151.311

Discussion: Council is in favor of sending the proposed zoning ordinance amendments to the Planning Commission for review & recommendation.

- Discuss & Consider – Resolution 2024 – 001 Appoint Members of the City of Hartford Planning Commission

Motion by Commissioner Danger supported by Commissioner Dockter, to adopt Resolution 2024-001 appointment members of the City of Hartford Planning Commission.

Motion carried 7 – 0

Discussion: Council appointed Eric Germinder to the Planning Commission & Fire Board which meets on the same night. Mr. Germinder resigned from the Planning Commission leaving a vacancy on the Planning Commission.

- Discuss & Consider – Resolution 2024 – 003 Fiscal Year 2023/2024 Budget Adjustments no. One.

Motion by Commissioner Miller supported by Commissioner Danger, to adopt Resolution 2024 - 003 accepting the Fiscal Year 2023/2024 Budget Adjustments no. one.

Motion carried 7 – 0

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JANUARY 22, 2024

Item 18.

- Discuss & Consider – Resolution 2024 – 002 accepting Fiscal Year 2022/2023 Audit

Motion by Commissioner Miller supported by Commissioner Danger, to adopt Resolution 2024 – 002 accepting the Fiscal Year 2022/2023 Fiscal Year Audit.

Motion carried 7 – 0

**Adjournment:**

Motion by Commissioner Dockter, supported by Mayor Hall, to adjourn the meeting at 7:29pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD  
SPECIAL BUSINESS MEETING MINUTES  
JANUARY 29, 2024

Item 19.

Commissioners Present: Jane Danger; Frank Dockter; John Miller; Lindsay Morsaw; Nancy Spoula; Charles Weeden and Mayor Richard A. Hall;

Commissioners Absent:

Staff Present: Rader; Rodney-Isbrecht;

Mayor Richard A. Hall called the special meeting to order at 4:30pm.

- Discuss & Consider – Expectations & Goals

Discussion: Council's expectations of the City Manager. Council set another special meeting to continue discussion for February 5, 2024 at 4:30pm

**Adjournment:**

Motion by Commissioner Miller, supported by Commissioner Spoula, to adjourn the meeting at 5:39pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk



CITY OF HARTFORD  
SPECIAL BUSINESS MEETING MINUTES  
FEBRUARY 5, 2024

Item 20.

Commissioners Present: Jane Danger; Frank Dockter; John Miller; Lindsay Morsaw; Nancy Spoula; and Mayor Richard A. Hall;

Commissioners Absent: Charles Weeden

Staff Present: Rader; Rodney-Isbrecht;

Mayor Richard A. Hall called the special meeting to order at 4:30pm.

- Discuss & Consider – Peddlers Mobile Food Vendors Permit Fee Schedule

Discussion: Commissioner Danger requested an amendment to the Mobile Food Vendors Permit for Farm Produce/Baked Goods. Council will consider amending the ordinance. The Fee Schedule will be considered during the budgeting process.

- Discuss & Consider – Expectations & Goals

Discussion: Expectations of Council. Continue Discussion at Special Meeting set for February 12, 2024 @ 4:30pm.

**Adjournment:**

Motion by Commissioner Spoula, supported by Commissioner Miller, to adjourn the meeting at 5:34pm.  
Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD  
SPECIAL BUSINESS MEETING MINUTES  
FEBRUARY 12, 2024

Item 21.

Commissioners Present: Jane Danger; Frank Dockter; John Miller; Lindsay Morsaw; Nancy Spoula; and Mayor Richard A. Hall;

Commissioners Absent: Charles Weeden

Staff Present: Rader; Rodney-Isbrecht;

Mayor Richard A. Hall called the special meeting to order at 4:30pm.

- Discuss & Consider – Expectation & Goals

Discussion: City Manager expectations of Council, effective team management and ground rules. Council will have another special meeting to discuss Strengths, Weakness, Opportunities and Threats analysis.

**Adjournment:**

Motion by Commissioner Miller, supported by Commissioner Spoula, to adjourn the meeting at 5:33pm.

Motion carried 6– 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk



# CITY OF HARTFORD

## CITY COUNCIL AGENDA REPORT

**Meeting Date:** February 20, 2024  
**Department:** Administration  
**Submitted By:** Hartford Fire board  
**Prepared By:** RoxAnn Rodney-Isbrecht, Clerk  
**Agenda Title:** 2024/2025 Proposed Fire Department Budget

### RECOMMENDED ACTION:

The Hartford Fire Board has set the date for the joint meeting with the Hartford Township Board and The City Council to Discuss & Consider the 2024/2025 Proposed Fire Department Budget for April 3, 2024, 7:00pm at the Fire Station.

GL NUMBER	DESCRIPTION	2023-2024 Budget	2024/2025 Budget	(+/-)	
<b>Fund 206 - FIRE</b>	<b>FUND</b>				
<b>Revenues</b>					
<b>Dept 000</b>					
206-000-401.000	HARTFORD TOWNSHIP	157,305.85	169,840.00	\$12,534.15	8%
206-000-402.000	HARTFORD CITY	128,704.78	138,960.00	\$10,255.22	8%
206-000-411.000	Hartford Township Millage	67,000.00	67,000	0	
206-000-412.00	Hartford City Millage	46,000.00	46,000	0	
206-000-420.000	BANGOR TWP COST RECOVERY	4,142.47	5,200	\$1,057.53	
206-000-421.000	COST RECOVERY	6,743.10	1,000	(\$5,743.10)	
206-000-422.000	FIRE REPORTS/ FOIA	46.66	50	\$3.34	
206-000-539.000	GRANTS	2,500.00	2,500	0	
206-000-582.000	TOWNSHIP GRANTS	9,600.00	0	(\$9,600)	
206-000-584.000	VBEMS	2,198.33	10,000	\$7,801.67	
206-000-665.000	Interest	0.00	0	0	
<b>Total Dept 000</b>		<b>424,241.19</b>	<b>440,550.00</b>	<b>\$16,308.81</b>	
<b>TOTAL REVENUES</b>					
<b>Expenditures</b>					
<b>Dept 336 - FIRE</b>	<b>OPERATING</b>				
206-336-702.000	BOARD SALARY	4,200.00	4,200	0	
206-336-704.000	CHIEF SALARY	56,141.00	58,950	2,809	
206-336-705.000	Asst. CHIEF SALARY	0.00	24,000	24,000	
206-336-710.000	FIREFIGHTER/ MFR	55,000.00	50,000	-5,000	
206-336-712.000	SHIFT COVERAGE	14,400.00	14,400	0	
206-336-714.000	SUPPORT STAFF	9,000.00	0	-9,000	
206-336-720.000	PAYROLL TAXES	14,000.00	10,000	-4,000	
206-336-724.000	RETIREMENT	4,000.00	3,800	-200	
206-336-730.000	GASOLINE & DIESEL	9,400.00	9,400	0	
206-336-731.000	VEHICLE MAINTENANCE	9,500.00	9,500	0	
206-336-733.000	EQUIPMENT MAINTENANCE	12,900.00	13,000	100	
206-336-740.000	OPERATING SUPPLIES	350.00	400	50	
206-336-741.000	MEDICAL SUPPLIES	2,500.00	2,500	0	
206-336-742.000	ANNUAL TESTING	8,150.00	8,500	350	
206-336-751.000	PHONES	6,615.20	7,500	884.8	
206-336-753.000	UTILITIES	10,000.00	10,000	0	
206-336-763.000	BUILDING MAINTENANCE	11,550.00	10,000	-1,550	
206-336-767.000	DUES/ SUBSCRIPTIONS	4,125.00	4,200	75	
206-336-781.000	TURN OUT GEAR/ UNIFORMS	16,000.00	15,000	-1,000	
206-336-785.000	EDUCATION/ TRAINING	8,700.00	8,500	-200	
206-336-796.000	PHYSICALS	8,300.00	10,000	1,700	
206-336-799.000	OFFICE/ COMPUTER	5,910.00	4,700	-1,210	
206-336-801.000	PROFESSIONAL SERVICES	10,000.00	16,500	6,500	
206-336-810.000	GRANT MATCH	2,500.00	2,500	0	
206-336-815.000	GENERAL INSURANCE	28,000.00	30,000	2,000	
<b>Total Dept 336 - FIRE OPERATING</b>		<b>311,241.20</b>	<b>327,550</b>	<b>16308.8</b>	<b>5.00%</b>
<b>206-336-965.000- Transfer to Millage Fund</b>		<b>113,000</b>	<b>113,000</b>		
<b>Total Budget</b>		<b>424,241.20</b>	<b>440,550</b>		

# Hartford Fire Department 2024/2025 Proposed Budget

Item 22.

GL NUMBER	DESCRIPTION	2024/2025 Budget
<b>Fund 206 - FIRE</b>	<b>FUND</b>	
<b>Revenues</b>		
<b>Dept 000</b>		
206-000-401.000	HARTFORD TOWNSHIP	169,840.00
206-000-402.000	HARTFORD CITY	138,960.00
206-000-411.000	Hartford Township Millage	67,000
206-000-412.00	Hartford City Millage	46,000
206-000-420.000	BANGOR TWP COST RECOVERY	5,200
206-000-421.000	COST RECOVERY	1,000
206-000-422.000	FIRE REPORTS/ FOIA	50
206-000-539.000	GRANTS	2,500
206-000-582.000	TOWNSHIP GRANTS	0
206-000-584.000	VBEMS	10,000
206-000-665.000	Interest	0
<b>Total Dept 000</b>		<b>440,550.00</b>
<b>TOTAL REVENUES</b>		
<b>Expenditures</b>		
<b>Dept 336 - FIRE</b>	<b>OPERATING</b>	
206-336-702.000	BOARD SALARY	4,200
206-336-704.000	CHIEF SALARY	58,950
206-336-705.000	Asst. CHIEF SALARY	24,000
206-336-710.000	FIREFIGHTER/ MFR	50,000
206-336-712.000	SHIFT COVERAGE	14,400
206-336-714.000	SUPPORT STAFF	0
206-336-720.000	PAYROLL TAXES	10,000
206-336-724.000	RETIREMENT	3,800
206-336-730.000	GASOLINE & DIESEL	9,400
206-336-731.000	VEHICLE MAINTENANCE	9,500
206-336-733.000	EQUIPMENT MAINTENANCE	13,000
206-336-740.000	OPERATING SUPPLIES	400
206-336-741.000	MEDICAL SUPPLIES	2,500
206-336-742.000	ANNUAL TESTING	8,500
206-336-751.000	PHONES	7,500
206-336-753.000	UTILITIES	10,000
206-336-763.000	BUILDING MAINTENANCE	10,000
206-336-767.000	DUES/ SUBSCRIPTIONS	4,200
206-336-781.000	TURN OUT GEAR/ UNIFORMS	15,000
206-336-785.000	EDUCATION/ TRAINING	8,500
206-336-796.000	PHYSICALS	10,000
206-336-799.000	OFFICE/ COMPUTER	4,700
206-336-801.000	PROFESSIONAL SERVICES	16,500
206-336-810.000	GRANT MATCH	2,500
206-336-815.000	GENERAL INSURANCE	30,000
<b>Total Dept 336 - FIRE OPERATING</b>		<b>327,550</b>
<b>206-336-965.000- Transfer to Millage Fund</b>		<b>113,000</b>
	<b>Total Budget</b>	<b>440,550</b>



# CITY OF HARTFORD

## CITY COUNCIL AGENDA REPORT

**Meeting Date:** February 20, 2024  
**Department:** Administration  
**Submitted By:** Hartford Police Department  
**Prepared By:** RoxAnn Rodney-Isbrecht, Clerk  
**Agenda Title:** Humvee Utilization Policy

RECOMMENDED ACTION:

Included is a policy developed for use of the Humvee.

It is recommended Council consider & adopt the Humvee use policy.

## **Hartford Police Department Humvee Utilization Policy**

### **Objective:**

This policy outlines the guidelines and procedures for the appropriate use of the Humvee within the police department, ensuring responsible and effective deployment while maintaining community trust.

### **Authorization and Training:**

Only authorized personnel who have completed training are permitted to operate the Humvee. The Chief or Lieutenant must approve each deployment of a Humvee, ensuring it aligns with the department's mission and objectives.

### **Purpose of Humvee Deployment:**

The Humvee should be utilized for specific tactical situations, such as extreme weather conditions, natural disasters, or high-risk law enforcement operations. Routine patrolling using the Humvee is prohibited. The Humvee may participate in community parades and events at the discretion of the Police Chief and City Manager.

### **Equipment and Maintenance:**

The Humvee must be equipped with necessary law enforcement tools. Regular maintenance checks are mandatory to ensure the Humvee is in optimal working condition. Any issues must be promptly reported to the Lieutenant.

### **Community Relations:**

Transparent communication with the community is vital. The police department will provide information on the reasons for Humvee deployment when appropriate, addressing concerns and fostering understanding. Community feedback will be considered when evaluating the continued use of the Humvee in various scenarios.

**Use of Force:**

The Humvee is not to be used as a means of force unless absolutely necessary. The primary role is to provide support and logistics. Officers operating the Humvee must follow strict rules of engagement and the Department Use of Force Policy.

**Documentation and Review:**

Each Humvee deployment must be documented, including the rationale, outcomes, and any community interactions. Regular reviews of Humvee use will be conducted to assess effectiveness, adherence to policy, and community impact.

**Accountability:**

Violations of this policy will result in appropriate disciplinary action, which may include retraining, suspension, or termination. Officers are encouraged to report any concerns related to Humvee use through proper channels without fear of retaliation. This policy aims to strike a balance between the legitimate use of the Humvee in law enforcement operations and maintaining public trust by ensuring transparency and accountability.





# CITY OF HARTFORD

## CITY COUNCIL AGENDA REPORT

**Meeting Date:** February 20, 2024  
**Department:** Administration  
**Submitted By:** Hartford Police Department  
**Prepared By:** RoxAnn Rodney-Isbrecht, Clerk  
**Agenda Title:** Extreme Risk Protection Order Policy

### RECOMMENDED ACTION:

2023-PA – 0038, Extreme Risks Protection Order (ERPO) also known as Red Flag gun laws are now in effect as of February 13, 2024. With the passage of the law come added responsibilities and requirements of the police department.

The department could potentially encounter a person with many weapons they would need to be seized if ordered by the courts or the person could surrender them to the department.

We have reached out to Michigan Municipal League for recommendations to meet risk management expectations.

### Recommended Actions:

1. Adopt an extreme risk protection order policy
2. Consider how the department will hold firearms for up to a year
3. Meet with supporting law enforcement agencies, courts and prosecutor's office

# Hartford City Police Department

## Policy Manual

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## Extreme Risk Protection Orders

### PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for petitioning for and serving extreme risk protection orders and accounting for firearms and concealed pistol licenses obtained pursuant to those orders.

### DEFINITIONS

Definitions related to this policy include (MCL 691.1803):

**Extreme risk protection order** - An order prohibiting a named person from possessing prohibited items.

**Petition** - A summons and complaint filed with the court consistent with MCL 691.1805.

**Prohibited items** - Firearms and concealed pistol licenses that are prohibited by an extreme risk protection order.

### POLICY

It is the policy of the Department to petition for and serve extreme risk protection orders in compliance with this policy and state law, and to properly account for prohibited items obtained by the Department pursuant to such orders.

### EXTREME RISK PROTECTION ORDER COORDINATOR

The Chief of Police should act as or designate an extreme risk protection order coordinator. The responsibilities of the coordinator include:

- (a) Developing and maintaining procedures for the filing of a petition for an order or a renewal of an order by department members.
  - 1. Procedures should include criteria and other requirements related to making a verbal request by phone for an order and filing a subsequent written petition (MCL 691.1807).
- (b) Identifying factors to consider when assessing whether to seek an order, including:
  - 1. Whether threats have been made, and if so, whether the threats are credible and specific.
  - 2. Whether the potential victim is within close proximity.
  - 3. Whether the person has expressed suicidal tendencies.
  - 4. Whether the person has access to firearms.
  - 5. Whether the person has committed an act of violence toward themselves or another person.

# Hartford City Police Department

## Policy Manual

6. The criminal history of the person, in particular any history of criminal violence, including whether the person is currently on parole, probation, or monitored release.
  7. The mental health history of the person, in particular whether the person has any history of mental illness or has ever been detained for being a danger to themselves or others.
  8. Any known upcoming holidays, anniversaries, or other dates of significance that may serve as a trigger for the person, such as the death of a family member.
  9. Whether the person has any history of drug or alcohol abuse.
- (c) Developing and maintaining procedures for the receipt and service of orders. Procedures should include:
1. Evaluation of an order to determine appropriate service and necessary precautions.
  2. Forwarding orders to the operations director or the authorized designee.
  3. Recording in appropriate databases and required notice to the court, as applicable.
  4. Preparing or obtaining a search warrant prior to attempting service of an order, when appropriate.
  5. Any additional state requirements for receipt and service of orders as required by MCL 691.1813 and MCL 691.1815.
- (d) Coordinating with officers who may be involved in petitioning for or serving orders with training on such orders. Training should include determining when a petition is appropriate, the process for seeking an order, and the service of such orders.
- (e) Reviewing each petition and any associated court documents for an order prepared by members, for compliance with this policy, department procedures, and state law.
- (f) Reviewing any affidavits alleging that a person who is the subject of an extreme risk protection order is in possession or control of a firearm or a concealed pistol license in violation of the order (MCL 691.1810).
- (g) Developing and maintaining procedures for members to accept voluntarily surrendered prohibited items at times other than when an order is being served by the Department.
1. Procedures should include preparing and providing a receipt identifying all prohibited items to the person surrendering the items.

### EXTREME RISK PROTECTION ORDERS

An officer who reasonably believes that an extreme risk protection order is appropriate should obtain approval from an appropriate supervisor and the extreme risk protection order coordinator or the authorized designee prior to seeking an order.

# Hartford City Police Department

## Policy Manual

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### STANDARDS

Extreme risk protection orders may be appropriate if a person can reasonably be expected within the near future to intentionally or unintentionally seriously physically injure themselves or another person by possessing a firearm, and has engaged in an act or acts or made significant threats that are substantially supportive of the expectation (MCL 691.1807(1)).

An emergency extreme risk protection order, issued without written or oral notice to the person who is the subject of the order, may be appropriate if an officer is responding to a complaint involving the person and the person can reasonably be expected within the near future to intentionally or unintentionally seriously physically injure themselves or another person by possessing a firearm (MCL 691.1807(4)).

### REQUIREMENTS OF PETITION

A petition for an extreme risk protection order should be prepared, filed, and served consistent with state law and the procedures developed by the extreme risk protection order coordinator (MCL 691.1805).

### SERVICE OF ORDERS

If a court has ordered the immediate surrender of a person's firearms, officers shall personally serve a copy of an extreme risk protection order (along with any accompanying notice of hearing and petition) on the person named in the order or orally advise the person named in the order of the existence of the order (along with any accompanying information such as penalties for violating the order, specific conduct the respondent is ordered to stop doing, location of where to get a copy of the order) as soon as reasonably practicable.

Service of orders should take precedence over the service of other orders, except for orders of a similar emergency nature.

### ADDITIONAL SERVICE REQUIREMENTS

If an officer provides oral notice of the order, the officer shall file proof of service with the court consistent with department procedures (MCL 691.1813).

### SAFETY CONSIDERATIONS

Upon receipt of an extreme risk protection order, the Chief or the authorized designee should evaluate the circumstances of the order and consider what precautions are appropriate for service of the protection order.

At least two officers should be present when an order is being served.

### SURRENDER OF PROHIBITED ITEMS

Officers serving an extreme risk protection order should request that the named person immediately surrender all prohibited items as required by the order. Officers shall take custody of any items surrendered pursuant to the order (MCL 691.1815).

The officer serving the order should prepare a tabulation identifying all surrendered items, and a copy of the tabulation should be given to the person (MCL 691.1815). The officers should ensure the original tabulation is included in the original case report.

All items collected should be handled and booked with the assistance from the Lieutenant.

# Hartford City Police Department

## Policy Manual

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### **SEARCH WARRANTS**

If an extreme risk protection order does not include a search warrant, officers should consider whether a search warrant may be reasonably necessary prior to attempting service of an order.

Officers should also consider whether to seek a search warrant if the named person refuses to surrender any prohibited items or if an officer serving an extreme risk protection order reasonably believes there are prohibited items within the persons custody, control, or possession that have not been surrendered (MCL 691.1810).

### **RELEASE OF PROHIBITED ITEMS**

Any person requesting the release of any prohibited items in department custody pursuant to an extreme risk protection order should be referred to the Lieutenant.

### **RENEWAL OF EXTREME PROTECTION ORDER**

The Chief or designee is responsible for the review of any extreme risk protection order obtained by the Department to determine if renewal or extension of the order should be requested (MCL 691.1817).



# CITY OF HARTFORD

## CITY COUNCIL AGENDA REPORT

**Meeting Date:** February 20, 2024  
**Department:** Administration  
**Submitted By:** Linnea Rader, Interim City Manager  
**Prepared By:** RoxAnn Rodney-Isbrecht, Clerk  
**Agenda Title:** Lien & Delinquent Taxes

### RECOMMENDED ACTION:

With the demolition of blighted buildings, we have come into situations where the blight elimination grant does not cover 100% of costs, or a grant is not available at all. The City will need to develop a policy on how to handle the demolitions moving forward so we are consistent. We have three options, none of which are ideal.

1. If we add it to the tax bill and they don't pay, the property gets foreclosed on by the County Treasurer's office. If the property then sells in the first round of sale, we would receive payment for the lien. If it does not, the lien gets removed from the second auction and we would be billed chargeback for the lien plus penalties & interest.. This has the potential for a very high cost to the City.
2. We place a lien on the property. If we don't add it to the tax bill and they don't pay the lien, the lien is removed at foreclosure. However, we have the ability to file a notice of intent to claim excess proceeds and IF the property is sold for more than sale costs, we would get whatever excess exists back towards the lien amount. The costs here are in attorney fees. Recouping the cost is minimally assured.
3. We apply for grants whenever possible and the City pays for the balance or the full cost if no grants are available.

No option is perfect. Option one and two provide a possibility for partial funding, but also have additional costs that may or may not be recouped.

At this time we would like Council to discuss the three options. Depending on Council's conversation, we would work with the Attorney to ensure we haven't missed any details and write a formal policy.



# CITY OF HARTFORD

## CITY COUNCIL AGENDA REPORT

**Meeting Date:** February 20, 2024  
**Department:** Administration  
**Submitted By:** RoxAnn Rodney-Isbrecht, Clerk  
**Prepared By:** RoxAnn Rodney-Isbrecht, Clerk  
**Agenda Title:** Police Department Garage Maintenance

### RECOMMENDED ACTION:

The City Hall/Police Department building is over 20+ years old and is now requiring maintenance to keep it in good condition and safe for employees and the public.

The garage doors & openers are original to the building and are in need of being replaced. The openers are currently not working which creates a safety issue, potential delay in response times, and not being able to park the police vehicles in the garage.

Also the drains in the garage have deteriorated and need to be repaired. Department of Public Works will be able to make this repair in the Spring/Summer. .

In your packet are two quotes for your consideration. There is a slight difference in the horse power of the opener between the two companies.

Quality Garage Door's quote was the lower of the two. It is recommended Council approve their quote to replace the garage doors & openers. They have repaired the current system in the past and the City has been satisfied with their work.

## **Expectations Workshop**

**PURPOSE:** The purpose of an expectations workshop is to come to a general consensus of how we all work together in the most effective manner.

**DISCUSSION:** We will have specific discussions on the following questions:

1. What does Council expect of the City Manager?
2. What does the City Manager expect of Council?
3. What can we do as a team to be more effective?
4. What ground rules can we develop to ensure success?
  - a. When we disagree how do we work through it?
  - b. If we have concerns, how do we address them?

We will have our discussion and I'll make notes for all of us to be able to reference later. This should help us work together more effectively as well as lay the groundwork for the next City Manager's successful relationship with Council.

Next steps:

- Strengths, Weaknesses, Opportunities, and Threats Analysis for the City (SWOT).
- Development of goals for the City.
- City Manager to meet with Department heads to perform Expectations workshop, SWOT, goals, etc
- Workshop or Open house for City Residents to share their ideas and insight on the SWOT and goals.
- Council to evaluate their expectations, SWOT, and goals, with those of the City Departments and the residents.
- Completion of Strategic Plan



## Expectations Workshop Results

### What Council expects of the City Manager

- Carry out Council directives
  - Be Prepared; Be on time, Take notes, Have knowledge of topics, Anticipate needs of Council, Provide suggestions and options, Think outside the box, Investigate similar situations from other municipalities
- Listen to Citizens;
  - Attentive
  - Make sure they feel heard
  - Provide information
  - Filter what needs to come to Council
  - Diffuse situations
  - Keep scheduled time for citizens
  - General suggestions – wants and concerns
  - Be visible within the community
  - Attend public functions
  - Approachable
  - Treat citizens equally and fairly
- Know Ordinances and Laws – Keep up to date and know who is accountable – City Manager, Department Heads, Council, etc.
- Know Department schedules and priorities – When activities are happening. General timing. Regular communication with Departments
- Maintain relationships within Departments – Following Chain of Command
- Stay on top of City Projects; know schedules and timelines. Budget.
- Grants and Supplemental Funding; Prioritize, break down with master plan, knowledge, partnerships
- Relationships with other Municipalities; Infrastructure, Planning, Consolidation, County/State
- Reports back from different Boards and Organizations
- Economic Development;
  - Network with residents, county, state, etc.
  - Vacant Land
  - Blighted buildings
  - Build advantages and relationships
  - Give opportunities
  - Promote the City
  - Owner/buyer relationship/coordination
  - Work with the Chamber of Commerce
- Interlocal Agreements; Fire Board, Rec Council, School, Pokagen/Casino/Tribal Police, DDA, Planning.
  - Relationships
  - How does connection work?
- Promotion of the City; Educate, write our story, website, social media

- Communicate time/schedule availability
- Set Priorities; know how much can reasonably be accomplished and share with Council
- Participate
- Act legally and ethically

### **City Manager Expectations of Council**

- Trust/Respect/Grace; Have her back, be positive, straight-forward, give the benefit of the doubt, show common courtesy, communicate
- Provide Feedback; praise publicly, criticize privately. Bring situations privately. Bring issues or concerns to the City Manager first.
- Communicate effectively – Have the conversation once Nicol starts about how she wants communication to come to her.
- Patient and Tolerant
- Don't bypass or go around – follow the chain of command
- Support Council decisions and City Manager Decisions – Come in to meetings with ideas and opinions, but leave with one decision
- Work as a team
- Get to know and build a relationship
- Provide facts and move forward
- Be engaged; take part in conversations and projects.
- Be open and forthcoming with details; ask follow up questions, be clear in communications, be forthright, give all information, don't assume
- Honesty
- Conscious of time
- Come prepared; read packets, be ready for meetings
- Use proper etiquette; professional and on time
- Listen – use active listening and have one conversation at a time
- Act legally and ethically
- Treat everyone equally and fairly

### **How can we be an Effective Team?**

- Have one conversation
- Make one decision – support Council's decision
- Communicate openly and effectively – take responsibility for how you communicate
- Discuss ideas and concerns here
- Know each other's learning and communication styles, and strengths and weaknesses. Participate in a colors workshop.
- Give trust, respect and grace – know mistakes will happen
- Know each other as people and respecting individuals
- Work toward the same goals
- Represent ALL residents
- Seeing things through – stay focused

- Realize everything is a process
- Keep everyone updated
- Learn from mistakes and work together while doing it
- Think outside the box. Be open to new and old ideas
- Ask questions; take as a question and not an accusation. Don't jump to conclusions
- Get comfortable outside the comfort zone
- Be self-aware

## **What are our Ground Rules?**

- Allow all Council members to express opinions and allow each other to process
- Bring concerns to the City Manager 1<sup>st</sup> – NOT related to agenda items
- Be able to ask questions without others jumping to defense. Watch tone and body language
- Public Comment Introduction/Disclaimer; 3 minutes, listen but no response, all comments at public comment, not during the agenda, follow up from the City Manager within 7 days, and collect preferred form of contact
- Active Listening
- Acknowledge the good
- Praise publicly – Criticize Privately
- Always representing Council and the City
- Be constructive
- Build each other up and help each other build self-awareness
- Be respectful
- Know how to legally interact; bcc on emails from the City to a group of Council members so there's no accidental "reply all"
- Develop communication guidelines for the City; chain of command, defining roles, how
- Don't overpromise
- Don't set each other up to fail

Council Proceedings  
City of Westland  
Meeting No. 22  
November 20, 2023

The Westland City Council held a regular meeting November 20, 2023, in the City Council Chambers of Westland City Hall, 36300 Warren Road Westland, Michigan, 48185.

The meeting was called to order at 7:00 p.m. by City Council President James Hart with roll call showing as follows:

<u>Present</u>	<u>Absent (excused)</u>
Emily Bauman	
James Godbout	
Peter Herzberg	
Michael McDermott	
Andrea Rutkowski	
Melissa Sampey	
James Hart	

Also present were Mayor Kevin Coleman, Assessor Jennifer Nieman, Budget Director Dan Block, Cable Producer Craig Hebert, Assistant City Attorney Brandon Grysko, Community Development Director Joanne Campbell, DEI Director Paschal Eze, DPS Director Ramzi El-Gharib, Finance Director Steve Smith, Fire Chief Darrell Stamper, IT Director Craig Brown, MSB Director Joe Burton, Neighborhood Services Director Hassan Saab, Parks & Recreation Director Kyle Mulligan, Personnel Director Stephani Field, Police Chief Kyle Dawley, Purchasing Director Devin Adams, Youth Assistance Director Paul Motz, Water and Sewer Superintendent Doug Morton, Deputy City Clerk Shannon Inman, and City Clerk Richard LeBlanc.

The Pledge of Allegiance was led by Council Pro Tem Andrea Rutkowski.

Mayor Kevin Coleman presented Halloween Decorating Contest award certificates to three Westland homeowners.

- 2023-11-180 Motion by McDermott, supported by Sampey  
RESOLVED that Council grants approval of the Consent Calendar as follows:
- Approval of request from Don Nicholson Enterprises, LLC, to organize and promote the 12<sup>th</sup> Annual All American Wayne Road Cruise which will take place on June 8, 2024.
  - Traffic Control Order 2023-10:  
Install one (1) “HANDICAP PARKING” sign in front of 31074 Steinhauer.
  - Adoption of Ordinance 248-A-114, an ordinance to amend Chapter 27 of the Westland City Code by amending Article VI, to add Section 27-36, to provide existing marijuana microbusiness conditional licensees an opportunity to operate as Class A marijuana microbusinesses consistent with Cannabis Regulatory Agency Rules.
  - Approval of Extension of the 2023 Winter Tax Payments without additional penalty, until Thursday, February 29, 2024.  
Unanimously carried.

- 2023-11-181 Motion by Herzberg, supported by Sampey  
RESOLVED that Council grants approval of the voucher list as follows: Checklist Activity: \$2,382,767.08.  
Unanimously carried.

- 2023-11-182 Motion by Rutkowski, supported by Godbout  
RESOLVED that Council grants approval of minutes of regular meeting held November 6, 2023.

Roll Call Vote:

Ayes: Godbout, McDermott, Rutkowski, Sampey, Hart  
Nays: None  
Abstain: Bauman, Herzberg (Herzberg was absent/excused)  
Absent: None  
Motion carried.

2023-11-183 Motion by Rutkowski, supported by Herzberg

RESOLVED that Council grants approval of request for closed study session on December 4, 2023, at 6:00 p.m. to consult with counsel in connection with France vs Westland and M. Johnson, Case No. 23-02229 and to consider material exempt from discussion or disclosure by State law pursuant to MCL 15.268(e) and (h).

Roll Call Vote:

Ayes: Bauman, Godbout, Herzberg, McDermott, Rutkowski, Sampey, Hart  
Nays: None  
Abstain: None  
Absent: None  
Unanimously carried.

2023-11-184 Motion by Godbout, supported by Herzberg

To approve Introduction of Manpower Budget Amendments for Fiscal Year 2024

2023-11-185 Motion by Sampey, supported by Bauman

To Postpone to a date uncertain Motion 2023-11-184 to hold a Study Session.

Roll Call Vote:

Ayes: Sampey  
Nays: Bauman, Godbout, Herzberg, McDermott, Rutkowski, Hart  
Abstain: None  
Absent: None  
Motion failed.

Returning to Motion 2023-11-184:

RESOLVED that Council grants approval of Introduction of Manpower Budget Amendments for Fiscal Year 2024: Increase (1) Assistant Parks and Recreation Director position within the Appointed Officials & Mayor's Office and City Clerk's Pay Plan.

Roll Call Vote:

Ayes: Bauman, Godbout, Herzberg, McDermott, Rutkowski, Sampey, Hart  
Nays: None  
Abstain: None  
Absent: None  
Unanimously carried.

2023-11-186 Motion by Herzberg, supported by McDermott

RESOLVED that Council grants approval of request to waive procedure to allow Introduction and Adoption of Manpower Budget Amendments for Fiscal Year 2024, in the same meeting.

Roll Call Vote:

Ayes: Godbout, Herzberg, McDermott, Rutkowski, Hart  
Nays: Bauman, Sampey  
Abstain: None  
Absent: None  
Motion carried.

2023-11-187 Motion by Godbout, supported by Herzberg

RESOLVED that Council grants Adoption of Manpower Budget Amendments for Fiscal Year 2024: Increase (1) Assistant Parks and Recreation Director position within the Appointed Officials & Mayor's Office and City Clerk's Pay Plan.

Roll Call Vote:

Ayes: Bauman, Godbout, Herzberg, McDermott, Rutkowski,  
Sampey, Hart  
Nays: None  
Abstain: None  
Absent: None  
Unanimously carried.

2023-11-188 Motion by Herzberg, supported by McDermott  
RESOLVED that the meeting be adjourned.  
Unanimously carried.

The meeting adjourned at 9:15 PM.

James Hart  
Council President

Richard LeBlanc  
City Clerk



City of Hartford  
County of Van Buren, State of Michigan

## Commission Business Meeting Agenda

Tuesday, February 20, 2024 at 5:30 PM

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### APPROVAL OF AGENDA

### GUESTS

1. Award Presentation

### PUBLIC COMMENT

### COMMUNICATIONS

2. Comm - Planning Commission Public Hearing February 26, 2024 7:30pm - Proposed Ordinance Amendments
3. Comm - Open Planning Commission Seat
- [4.](#) Comm - March Board of Review
- [5.](#) Comm - McDowell Apartments
- [6.](#) Comm - Raising a Grieving Child Workshop February 28, 2024 11am
- [7.](#) Comm - Kinship Care Workshop

### REPORT OF OFFICERS BOARDS & COMMITTEES

- [8.](#) PZ - February 12, 2024
- [9.](#) VBCD - January 2024

#### Police & Ordinance

- [10.](#) HPD - January 2024

#### Fire Department

- [11.](#) HFB - February 12, 2024
- [12.](#) HFD - January 2024

#### Ambulance

[13.](#) AMB - January 2024

Van Buren County

Public Works

[14.](#) DPW - January 2024

Wastewater Treatment Plant

[15.](#) WWTP - January 2024

Treasurers, Investment & List of Bills

[16.](#) Treas - February 20, 2024

City Manager

[17.](#) CM - February 2024

## **APPROVAL OF COMMISSION MINUTES**

[18.](#) January 22, 2024

[19.](#) January 29, 2024

[20.](#) February 5, 2024

[21.](#) February 12, 2024

## **APPROVAL OF REPORTS**

## **GOALS/OBJECTIVES**

## **OLD BUSINESS**

## **NEW BUSINESS**

[22.](#) HFD - 2024/2025 Proposed Budget

[23.](#) Discuss & Consider - Humvee Policy

[24.](#) Discuss & Consider - Extreme Risk Protection Order Policy

[25.](#) Discuss & Consider - Lien & Delinquent Tax Policy

[26.](#) Discuss & Consider - Police Department Garage Maintenance

[27.](#) Discuss & Consider - SWOT Analysis & Expectations Workshop Results

28. Discuss & Consider - Set Meeting for Colors Workshop

## **INTRODUCTION OF RESOLUTIONS OR AMENDMENTS**

## **ADJOURNMENT**



**NOTICE**

**2024 BOARD OF REVIEW**

CITY OF HARTFORD  
19 WEST MAIN STREET  
HARTFORD, MI 49057

THE CITY OF HARTFORD BOARD OF REVIEW FOR 2024 WILL BE HELD AT CITY HALL LOCATED AT 19 WEST MAIN STREET, HARTFORD, MI 49057 ON THE FOLLOWING DATES AND TIMES:

TUESDAY, MARCH 5, 2024- 1:00 P.M. ORGANIZATIONAL MEETING

**APPEAL HEARINGS MEETING SCHEDULE:**

MONDAY, MARCH 11, 2024- 1:00 P.M. TO 4:00PM AND 6:00 P.M. TO 9:00 P.M.

TUESDAY, MARCH 12, 2024- 9:00 A.M. TO NOON AND 1:00 P.M TO 4:00 P.M.

THE BOARD OF REVIEW WILL MEET AS MANY MORE DAYS AS DEEMED NECESSARY.

THE BOARD OF REVIEW WILL ACCEPT PROTESTS BY LETTER ASSUMING THE LETTER IS RECEIVED BY 1:00 P.M. ON MARCH 12, 2024

**PLEASE CONTACT THE ASSESSOR’S OFFICE TO SCHEDULE AN APPOINTMENT- PHONE  
269-207-2590**

THE TENTATIVE RATIOS AND ESTIMATED MULTIPLIERS FOR EACH CLASS OF REAL PROPERTY AND PERSONAL PROPERTY FOR 2024 ARE AS FOLLOWS:

AGRICULTURAL.....	50.00%.....	1.0000
COMMERICAL.....	49.76%.....	1.0604
INDUSTRIAL.....	49.76%.....	1.0048
RESIDENTIAL.....	46.74%.....	1.0697
DEVELOPMENTAL.....	50.00%.....	1.0000
TIMBER CUTOVER.....	50.00%.....	1.0000
PERSONAL PROPERTY....	50.00%.....	1.0000

**AMERICANS WITH DISABILITIES (ADA) NOTICE**

THE CITY OF HARTFORD WILL PROVIDE NECESSARY REASONABLE SERVICES TO INDIVIDUALS DISABILITIES AT THE BOARD OF REVIEW MEETINGS UPON A TWO (2) DAY NOTICE. PLEASE CONTACT THE ASSESSOR’S OFFICE AT 269-207-2590 TO MAKE ARRANGEMENTS.

*RoxAnn Rodney-Isbrecht, Clerk*  
City of Hartford  
19 W Main St  
Hartford MI 49057  
269-621-2477  
269-621-2054  
[cityclerk@cityofhartfordmi.org](mailto:cityclerk@cityofhartfordmi.org)  
[www.cityofhartfordmi.org](http://www.cityofhartfordmi.org)



321 Woodland Pass Ste 100  
East Lansing, MI 48823

PHONE: (517) 351-1544 FAX: (517)-337-8345  
MI TDD/TTY: 7-1-1 / TX TDD: 800-735-2989  
Rev: 2-2021

January 25, 2024

Hartford City Hall  
19 W. Main St. #1  
Hartford, MI 49057

RECEIVED  
JAN 29 2024  
CITY OF HARTFORD

Dear Director,

I am writing today regarding McDowell II Apartments located at 55921 County Road 687 in Hartford. We are asking that you refer members of your clientele that may need housing. The rent is based on income and the apartments may be occupied only by very low to moderate income households. The contact telephone number is (269) 621-2089 and the office hours are Wednesday 9 am till 1 pm. The TDD/TTY number is 7-1-1. Barrier free units are available.

It would be greatly appreciated if you would notify appropriate members of your community of this rental opportunity. We are currently accepting applications for 1- and 2-bedroom apartments. Thank you again for your cooperation. We hope we can provide apartments to members of your clientele.

Sincerely,

*Rebecca Hartupee*

Rebecca Hartupee  
Director of Affordable Compliance

This institution is an equal opportunity provider.

Equal Housing Opportunity



# Raising a grieving child

## A Kinship Care Speaker Series event featuring Lory's Place

1,192 children are newly bereaved each day in the United States, leaving parents, grandparents and caregivers navigating grief with their children. However, many of us don't feel equipped to know what to say or how to help.

In this presentation, we will talk through helpful strategies to support children and ask:

- What are normal reactions?
- What does their unique grief look like?
- What do kids need to find their footing again?

RECEIVED

FEB 07 2024

CITY OF HARTFORD

**When:** 11 a.m. Wednesday, Feb. 28

**Where:** Campus for Creative Aging, 2920 Lakeview Ave., St. Joseph



*To RSVP to this free presentation, contact Meg Killips at [megkillips@areaagencyonaging.org](mailto:megkillips@areaagencyonaging.org) or call 269-983-0177.*

*Can't make it and want more information on how Kinship Care can support you and your family? Reach out to Meg!*





# Are you raising a family member's child?

Come learn about **Kinship Care** and resources that can help!

Kinship Care is a support system for families raising a family member's child, like a grandparent raising a grandchild. In this presentation, we'll cover what and who we are, and how we can support you and your family. Two presentations are being offered:

**When:** 10 a.m. Tuesday, March 26

**Where:** Front Street Crossing (COA), 227 Front St., Dowagiac

**When:** 10 a.m. Wednesday, April 3

**Where:** Lowe Center (COA), 60525 Decatur Road, Cassopolis

RECEIVED

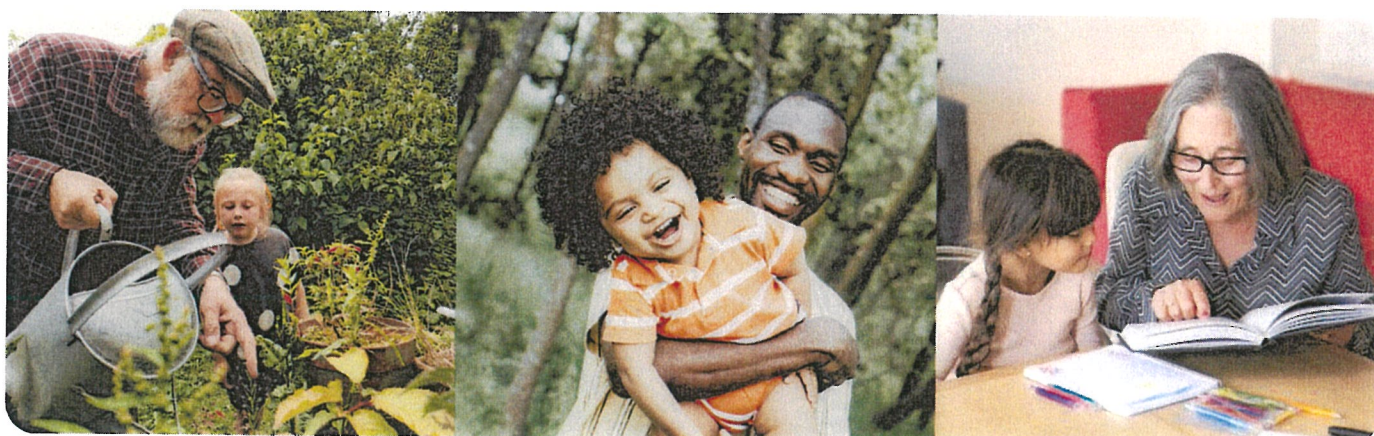
FEB 07 2024

CITY OF HARTFORD



*Can't make it and want more information on how we can support you and your family?*

Contact Meg Killips at  
[megkillips@areaagencyonaging.org](mailto:megkillips@areaagencyonaging.org)  
 or call 269-983-0177.



**City of Hartford Planning Commission  
Regular Meeting, Hartford City Hall  
February 12th, 2024, Minutes**

**Called to Order:** 7:30p.m. by T. Kling

**Members Present:** S. Ackerman, G. Gardner, J. Kling, & T. Kling

**Members Absent:** J. Fuller & A. Morales, both excused unable to attend.

**Also Present:** Linnea Rader, Interim City Manager

**Note:** We would like to extend a warm welcome to Gage Gardner, our newly appointed Planning Commission member.

**Approval of the Agenda:** Motion made by G. Gardner, seconded by S Ackerman, to approve the February 12<sup>th</sup>, 2024 agenda as written. All present in favor, motion carried.

**Approval of the Minutes:** Motion made by G. Gardner, seconded by J. Kling, to approve the December 11<sup>th</sup>, 2023 meeting minutes as written. All present in favor, motion carried.

**Public Comments Not on the Agenda: Linnea Rader Brief Updates:**

\*New City Manager, Nicole Brown, under contract to start March 6<sup>th</sup>. Linnea will stay on to help with her transition.

\*Once the weather is good, work will continue on the water project extension to the homes affected by PFAS. The residents have been contacted, either in person or by mail, but some are hesitant. If they hook up now, it's free. If they wait and anything goes wrong later, it will be very expensive for updates and repairs.

\*City Council members are participating in an expectations workshop. One key aspect is to move forward in a positive manner. Linnea pointed out there was a lot of positive feedback & they had fun sharing all their ideas.

\*Other projects are pretty much wrapped up, re: sewer line completed up to water treatment plant, not past the river.

\*20% of homes in the city were chosen to be checked for lead (what kind of pipes are in place) wrapping up now, to update the Water Asset Management Plan.

\*Grant for park submitted. Lots of great updates planned, however may be awhile before approval. We're high on the list. There are some deed restrictions (currently no playground allowed) Main goal is to balance the wants & needs of community.

\*Library is interested in doing more on their property in the future. There are some legal issues to be addressed.

\*T. Kling mentioned the Hum-vee the City acquired, donated at no cost, government surplus, to be used for emergencies, highway rescues. It's in really good shape. Can be sent back if there is a need to.

**Public Hearing:** None

**Old Business:**

\*Need to have the election of officers. Tabled until next meeting.

\*Need another Planning member to fill Nancy Spoula's position. Position has been posted. Reach out if know anyone.

**New Business:**

\***Discuss & Consider Proposed Amendments to Marihuana Ordinances** – T. Kling re-capped our previous discussions. He reiterated the fact that we must continue to grow & evolve to meet the needs and changes in our community. We added a few modifications under Sec.110.12 regarding the number of temporary marihuana events & licenses required and updated the number of licenses for Microbusinesses. This ordinance is regulated by the State of Michigan, in compliance with the current laws. Upon completion of our discussion, all were in favor of moving forward with setting the Public Hearing date.

**\*Set Public Hearing Date – Amendments to Marihuana Ordinances** – Special Meeting for Public Hearing set for Monday, February 26<sup>th</sup>, at 7:30pm. Notices will be posted.

**\*Discuss & Consider Proposed Amendments to Zoning Ordinances** – T. Kling re-capped our previous discussions. Linnea added that updates to language, verbiage used for marihuana businesses re: signage, are needed to comply with the state. Upon completion of our discussion, all were in favor of moving forward with setting the Public Hearing date.

**\*Set Public Hearing Date – Proposed Amendments to Zoning Ordinances** - Special Meeting for Public Hearing set for Monday, February 26<sup>th</sup>, at 7:30pm. Notices will be posted.

**\*Application for re-appointment to Planning Commission** - applications have been given to all planning members to fill out and submit to Roxanne or Linnea once completed. Some have been turned in already.

**\*Training Opportunities** – there has been a good response to upcoming training being offered in Lawrence & Bangor. Most members have signed up. Online classes are also available if desired.

**Other business:** None

**Adjournment:**

Motion made by G. Gardner, seconded by S. Ackerman, to adjourn the meeting. All present in favor, motion carried. Meeting adjourned by T. Kling at 8:21 P.M.

Respectfully submitted by: Jenine Kling, Secretary

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JANUARY 22, 2024

Item 18.

Commissioners Present: Jane Danger; Frank Dockter; John Miller; Lindsay Morsaw; Nancy Spoula; Charles Weeden; Mayor Richard A. Hall

Commissions Absent:

Staff Present: Rader; Rodney-Isbrecht; Ivy; Prince; Shultz; Staunton

Mayor Hall called the meeting to order at 5:30pm.

Pledge of Allegiance was said.

Motion by Commissioner Spoula, supported by Commissioner Miller, to approve the agenda as amended to include Resolution 2024 – 002 accepting the 2022/2023 Fiscal Year Audit.

Motion carried 7 – 0

Motion by Weeden, supported by Danger to nominate Commissioner John Miller as Mayor Pro-Tem for 2024.

Motion carried 7 – 0

**Guests:**

- Ryan Marschke, Hungerford Nichols CPSs + Advisors, gave a presentation on the City's 2022/2023 Audit. Capital Assets increased due to projects; also increased debt due to those projects. There are about six months' worth of Fund Balance if no additional income were received and within the recommended guidelines. The City was required to do a single audit due to the \$750,000 spent in Federal funds. One material weakness was noted on page 13 and no material weakness noted on the single audit. The City received an unmodified opinion on the audit & the single audit.
- Terry Tibbs, Van Buren Senior Services Board Member - Offering Tax preparation in South Haven for Seniors, Call for an appointment; Rides available for Dr. Appointments must be scheduled in advance; Grants to install Handicap Ramps on a first come, first serve basis. For Handyman services call 269-637-3607; 866-627-8904;

**Public Comment:**

- John Spoula, 112 Bennett Ave, comments on the cost to dismiss the former City Manager; comments in support of the acquired Humvee.
- Rachel Ballard, Ballard's Bake Goods of Paw Paw, looking to sell her baked goods in Hartford.
- Mike Menick, 38 Marion Ave, comments on the former City Manager costs of dismissal & Council's attendance record.
- Tim Kling, 105 East Street, concerns about demolition of 106 South Center St, DPW did a Great job clearing the roads.
- Joe, Zip Cannabis, 801 Prospect – Update on the Marijuana Ordinance amendments.

**Communications:**

- Southwest Michigan CAA Weatherization Assistance Program Available
- Hartford Area Chamber of Commerce Annual Banquet February 12, 2024 6pm at El Primo Res
- Public Notice – EGLE – AEP/Indiana Michigan Transmission
- Market Van Buren Communication
- Notice of Public Accuracy Test for Early Voting Site February 1, 2024
- Early Voting begins February 17<sup>th</sup> thru February 25 for the Presidential Primary at the VBC West Building on CR 681, Hartford, or you can vote on election day at your precinct located at the Vanderlyn Community Center/12 Church Street on February 27, 2024 polls will be open 7am-8pm. Contact the Clerk if you need an absent voter ballot.

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JANUARY 22, 2024

Item 18.

- Van Buren County Voter Information Guide
- Hartford Chamber of Commerce has a new redesigned website.

**Reports of Officers, Boards & Committees; Routine Monthly Reports from Departments:**

- Van Buren Conservation District December 2023 Program Update.
- A. **Police & Ordinance** – Chief Prince & LT Ivy – Report on file. Working to fill crossing guard position. Radio System will be obsolete at the end of the year, seeking funding to cover the costs. Hiring/Recruiting is a challenge; MCOLES Grant available to cover costs of education program, which begins in April; Working on a training schedule; end of the year reports; Lt Ivy is planning a bike rodeo and safety course in the spring, seeking grant to cover the cost; Commissioner Weeden has some concerns about 24/7 coverage with five officers. Seeking a grant on reducing gun violence programs.
- B. **Fire Department** – Robbie Harting, Fire Chief – Report on File; 501c3 completed & filed which will allow application of federal funding; Met with Mayor & Township Supervisor to go over the new 2024/2025 budget. Pancake Breakfast scheduled in May; Smoke detectors are available for install. Pole Barn has been completed.
- C. **Ambulance** – No report filed, currently living at the fire station, working out well.
- D. **Van Buren County** – Mike Chappel, Commissioner, Public Defender disengaging from Allegan County; Kayak launch on CR 687, construction in 2025; working on County ORV ordinance.
- E. **Public Works** – Dan Staunton, Report on File; Snow Removal, hired a new employee. City has an ordinance regarding parking overnight in City Parking lots during snow events; car could be towed if left over night.
- F. **Wastewater Treatment Plant** – No Report on File –
- G. **Treasurers, Investment & List of Bills** – List of Bills \$396,411.29
- H. **City Manager** – Report on file – communications services permitting cannot have a moratorium, and have to be approved within 45 days; summary judgement was delayed until March 2024 regarding former employee; Police Recruit policy, worked hard to acquire a grant to send them through police academy; employee did not pass water license, working with them for additional training and reevaluate options; council expressed concerns on Humvee options; police union arbitration was dropped. Police Car does not need to be parked out front and directed the police department to park in the back by the garage.

Motion by Commissioner Weeden, to send the Humvee back.

Motion failed for lack of support

Commissioner Dockter went to some business in town and got enough donations to replace the blow-up Frosty in the park. He will be seeking additional donors to purchase blow up strawberries for the park.

**Approval of Commission Minutes:**

Motion by Commissioner Dockter, supported by Commissioner Spoula, to approve the minutes of the December 11, 2023 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Danger, to approve the minutes of the December 13, 2023 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0



CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JANUARY 22, 2024

Item 18.

Motion by Commissioner Spoula, supported by Commissioner Dockter, to approve the minutes of the December 18, 2023 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

Motion by Commissioner Dockter, supported by Commissioner Danger, to approve the minutes of the January 3, 2024 business meeting of the Hartford City Commission, as presented and place them on file.

Motion carried 7 – 0

**Approval of Reports:**

Motion by Commissioner Miller, supported by Commissioner Spoula, to approve the January 22, 2024 list of bills in the amount of \$396,411.29

Motion carried 7 – 0

Motion by Commissioner Miller, supported by Commissioner Frank, to accept the December, 2023 reports of Officers, Boards & Committees and place them on file.

Motion carried 7 – 0

**Goals/Objectives:**

- Discuss & Consider – Expectations Workshop set for January 29, 2024 at 4:30pm

**Old Business:**

- Discuss & Consider Spark Grant Update – Results of survey, public meeting & priorities of improvements. Even though it was a priority based on survey results a splash pad is not recommended due to the maintenance costs. The grant is due January 31, 2024. Council is in favor of moving forward with the proposed improvements of parking lot, fencing, upgrades to pavilion, lighting, restrooms, electric, benches & picnic areas, outdoor game tables & pickle ball court.
- Discuss & Consider Voluntary Well Metering -

Discussion: A flat rate customer has requested the City meter his well because it is cost prohibitive to tap into the water system. Council is not in favor of moving forward with an ordinance or policy to meter wells of flat rate customers.

- Discuss & Consider – City Manager Position – A Contract Agreement has been reached

Motion by Commissioner Morsaw supported by Commissioner Miller to authorize the Mayor to enter into a contract agreement, with wording similar to what was presented at this meeting, with Nicole Brown as the next City Manager pending successful background check & drug screen.

Motion carried 6 – 1 (Danger)

**New Business:**

- Discuss & Consider – Hungerford Nichols Engagement Letter for Single Audit

Motion by Commissioner Miller, supported by Commissioner Dockter to accept the engagement letter for single audit from Hungerford Nichols.

Motion carried 7 – 0

- Discuss & Consider – Freedom of Information Act Procedures & Guidelines & Fee Schedule

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JANUARY 22, 2024

Item 18.

Motion by Commissioner Miller, supported by Commissioner Dockter, to adopt the Freedom of Information Act Procedures & guidelines & fee schedule as presented.

Motion carried 7 – 0

- Discuss & Consider – HPD Recruit Policy

Motion by Commissioner Miller, supported by Commissioner Danger to adopt the Hartford police Department Recruit Policy as presented.

Motion carried 6 – 1 (Weeden)

- Discuss & Consider – MML Training – Invitation received from Bangor City to participate in elected officials training February 21, 2024, 1-4pm.

Discussion: Notify the Clerk if you wish to participate in the training.

**Resolutions, Ordinance, Proclamation's:**

- Discuss & Consider – Proposed Ordinance 335-2023 Establish Planning Commission

Motion by Commissioner Miller, supported by Commissioner Spoula, to adopt Ordinance 335-2023 Establish Planning Commission. .

Motion carried 7 – 0

- Discuss & Consider – Proposed Ordinance Amendment No. 336 – 2023 Designate Zoning Board of Appeals.

Motion by Commissioner Miller supported by Commissioner Danger to adopt Ordinance 335-2023 Designate Zoning Board of Appeals.

Motion carried 7 – 0

- Discuss & Consider – Proposed Ordinance Amendment to Zoning 151, 291, 151.309, 151.310, 151.311

Discussion: Council is in favor of sending the proposed zoning ordinance amendments to the Planning Commission for review & recommendation.

- Discuss & Consider – Resolution 2024 – 001 Appoint Members of the City of Hartford Planning Commission

Motion by Commissioner Danger supported by Commissioner Dockter, to adopt Resolution 2024-001 appointment members of the City of Hartford Planning Commission.

Motion carried 7 – 0

Discussion: Council appointed Eric Germinder to the Planning Commission & Fire Board which meets on the same night. Mr. Germinder resigned from the Planning Commission leaving a vacancy on the Planning Commission.

- Discuss & Consider – Resolution 2024 – 003 Fiscal Year 2023/2024 Budget Adjustments no. One.

Motion by Commissioner Miller supported by Commissioner Danger, to adopt Resolution 2024 - 003 accepting the Fiscal Year 2023/2024 Budget Adjustments no. one.

Motion carried 7 – 0

CITY OF HARTFORD  
PROPOSED BUSINESS MEETING MINUTES  
JANUARY 22, 2024

Item 18.

- Discuss & Consider – Resolution 2024 – 002 accepting Fiscal Year 2022/2023 Audit

Motion by Commissioner Miller supported by Commissioner Danger, to adopt Resolution 2024 – 002 accepting the Fiscal Year 2022/2023 Fiscal Year Audit.

Motion carried 7 – 0

**Adjournment:**

Motion by Commissioner Dockter, supported by Mayor Hall, to adjourn the meeting at 7:29pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD  
SPECIAL BUSINESS MEETING MINUTES  
JANUARY 29, 2024

Item 19.

Commissioners Present: Jane Danger; Frank Dockter; John Miller; Lindsay Morsaw; Nancy Spoula; Charles Weeden and Mayor Richard A. Hall;

Commissioners Absent:

Staff Present: Rader; Rodney-Isbrecht;

Mayor Richard A. Hall called the special meeting to order at 4:30pm.

- Discuss & Consider – Expectations & Goals

Discussion: Council's expectations of the City Manager. Council set another special meeting to continue discussion for February 5, 2024 at 4:30pm

**Adjournment:**

Motion by Commissioner Miller, supported by Commissioner Spoula, to adjourn the meeting at 5:39pm.

Motion carried 7 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD  
SPECIAL BUSINESS MEETING MINUTES  
FEBRUARY 5, 2024

Item 20.

Commissioners Present: Jane Danger; Frank Dockter; John Miller; Lindsay Morsaw; Nancy Spoula; and Mayor Richard A. Hall;

Commissioners Absent: Charles Weeden

Staff Present: Rader; Rodney-Isbrecht;

Mayor Richard A. Hall called the special meeting to order at 4:30pm.

- Discuss & Consider – Peddlers Mobile Food Vendors Permit Fee Schedule

Discussion: Commissioner Danger requested an amendment to the Mobile Food Vendors Permit for Farm Produce/Baked Goods. Council will consider amending the ordinance. The Fee Schedule will be considered during the budgeting process.

- Discuss & Consider – Expectations & Goals

Discussion: Expectations of Council. Continue Discussion at Special Meeting set for February 12, 2024 @ 4:30pm.

**Adjournment:**

Motion by Commissioner Spoula, supported by Commissioner Miller, to adjourn the meeting at 5:34pm.  
Motion carried 6 – 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

CITY OF HARTFORD  
SPECIAL BUSINESS MEETING MINUTES  
FEBRUARY 12, 2024

Item 21.

Commissioners Present: Jane Danger; Frank Dockter; John Miller; Lindsay Morsaw; Nancy Spoula; and Mayor Richard A. Hall;

Commissioners Absent: Charles Weeden

Staff Present: Rader; Rodney-Isbrecht;

Mayor Richard A. Hall called the special meeting to order at 4:30pm.

- Discuss & Consider – Expectation & Goals

Discussion: City Manager expectations of Council, effective team management and ground rules. Council will have another special meeting to discuss Strengths, Weakness, Opportunities and Threats analysis.

**Adjournment:**

Motion by Commissioner Miller, supported by Commissioner Spoula, to adjourn the meeting at 5:33pm.

Motion carried 6– 0

Respectfully Submitted,

RoxAnn Rodney-Isbrecht, City Clerk

**REGULAR MEETING OF THE BUCHANAN CITY COMMISSION KL**  
**TUESDAY, DECEMBER 27, 2022 – 7:00 PM**  
**CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI**

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**MINUTES**

*THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan's Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.*

*\* Requests to be added to the agenda as a "Scheduled Matter from the Floor" should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the "non-agenda items only" public comments section of the agenda.*

*\* Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting.*

*\* Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance.*

*\* Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to [clerk@cityofbuchanan.com](mailto:clerk@cityofbuchanan.com)*

**I. Call to Order**

Meeting was called to order by Mayor Denison at 7:00 P.M.

**II. Recognition**

**III. Pledge of Allegiance**

Mayor Denison led in the Pledge of Allegiance.

**IV. Roll Call**

**Present:** Mayor Sean Denison, Mayor Pro Tem Mark Weedon, Commissioner Dan Vigansky, Commissioner Larry Money

**Absent:** Commissioner Patrick Swem

**Motion made by Denison, supported by Weedon to excuse Commissioner Swem absence for Special Meeting 12/27/2022. Roll call vote carries unanimously.**

**City Staff:** City Manager, Heather Grace; City Clerk, Kalla Langston; Community Development Director, Rich Murphy; Director of Public Services, Mike Baker; Director of Public Safety, Tim Ganus; Chief of Police Harvey Burnett

**V. Approve Agenda**

**Motion made by Money, supported by Weedon, to approve the agenda as presented. Roll call carries unanimously**

**VI. Public Comment - Agenda Items Only** *(3-minute limit)*

Peter Lysy- Hopes the commission will proceed with Kurt Garners Buchanan Preservation Plan.

**VII. Consent Agenda** *(can be approved all in one motion, for general housekeeping items)*

- A. 1) **Planning Commission Appointment**- Consider appointing Anthony "Tony" Houser to the planning commission for a three-year term beginning January 2023 on the recommendation from the Planning Commission on December 13th.

- B. 2) **Minutes**- Consider approving the Regular Meeting Minutes from the December 12, 2022 City Commission meeting.
- C. 3) **Expenditures**- Consider approving expenditures for December 27, 2022, in the amount of **\$282,263.64**.

**\*\*NOTE:** \$279,864.70 of the amount above is for **GENERAL** expenditures. \$2,398.94 of the amount above is for the 11.1.22 - 11.30.22 **Summer Tax Disbursement**.

**Motion made by Weedon, supported by Money, to approve the consent agenda as presented. Roll call carries unanimously.**

**VIII. Scheduled Matters from the Floor** *(if any)*

- A. 1) **Culvert Evaluation Agreement**- Consider authorizing Manager Grace to sign the proposed contract formalizing the agreement previously approved verbally by the City Commission during a special meeting on site at the culvert location.

This is a formality agreement, the Culvert Evaluation was approved at a prior special meeting.

**Motion made by Money, supported by Denison to authorize Manager Grace to sign the Culvert Evaluation Agreement, as presented. Roll call vote carries unanimously.**

2) **Front Street & Oak Traffic Signal Agreement**- Consider approving an agreement to authorize work to upgrade the traffic signal at Front & Oak. *(This project was contemplated since the inception of the larger infrastructure project concept first began back in 2022. MDOT funding is lined up to cover associated expenditures as part of the City's participation in NATS, the Niles Area Transportation System, which divides up federal highway road monies amongst road agencies in our part of Berrien County. Prein&Newhof needs the agreement formalized so that we can proceed with submitting it along with our entire MDOT road money grant applications in order to effectuate the federal road money allocations).*

The agreement is for the engineers to move forward in the grant application. This grant has been in the works since the previous administration. This allows them to pursue federal and state funding for the Traffic Signal.

**Motion made by Vigansky, supported by Money to authorize Manager Grace to sign the Culvert Evaluation Agreement, as presented. Roll call vote carries unanimously.**

3) **Engineering Change Order #1**- Consider approving the proposed change order. *(This change order updates the existing agreement with P&N to reflect the changes previously approved by the City Commission, following multiple public meetings and open houses regarding the streetscape design. These new figures have been submitted to NATS and are part of our application for increased street funding through MDOT/federal highway transportation funds, so need to be formalized in order for our requests for road money allocations to proceed).*

This change order agreement is to cover modifications that were made during public meetings. Such as the increased scope during conceptual design phase, Parshall flume, lead lines that are likely to be encountered, Rynearson Street for streetscape modifications, unforeseen delays in the funding approval process and construction material availability.

**Motion made by Weedon, supported by Vigansky to authorize Manager Grace to sign the Engineering Change Order #1 agreement, as presented. Roll call vote carries unanimously.**

4) **Engineering Change Order #2**- Consider approving the proposed change order.

This change order is to secure the 19 permanent easements from 14 property owners on Front St.



**Motion made by Vigansky, supported by Money to authorize Manager Grace to sign the Engineering Change Order #2 Agreement, as presented. Roll call vote carries unanimously.**

**IX. Reports by: Departments, Committees, Boards**

**A. Friends of the Trail- Jerry Flenar update on Trail Grant Extension**

Jerry Flenar, chairman of the Friends of the McCoy Creek Trail on December 14<sup>th</sup> went to Lansing to attend the Michigan Resource Meeting. There were a 100 grant requests being put forth for awards. Out of the hundred applications they ranked 3<sup>rd</sup> out of 100. Flenar thanked Murphy for looking at it to get there score up from 350 to 410. This grant gives them enough to finish phase 1 of the trail extension. They were also highly encouraged by the group to go after phase 2 next year. The entire room gave a standing ovation to Rich Murphy on the request of Flenar for helping put forth a great grant application.

**B. Community Development Director Report**

1) **Zen Leaf Renewals**- Consider approving the Zen Leaf marihuana medical and adult use retail permit renewals for 259 E. Front St.

**Motion made by Weedon, supported by Vigansky to approve the Medical and adult use retail permit renewals for Zen Leaf at 259 E. Front St. Roll call vote carries unanimously.**

2) **Blackbird Renewal**- Consider approving the Blackbird/Elkhorn Valley grower class C marihuana permit renewal for 402 - 404 S. Oak.

Rhett was able to give a powerful update on the status of the building. He has overcome a lot this past year but continues to make strides to open his dream business.

**Motion made by Vigansky, supported by Weedon to approve the Class C Marihuana Permit renewal for Blackbird/ Elkhorn Valley at 402-404 S. Oak. Roll call vote carries unanimously.**

3) **Stark School Façade Grant Request**- Consider approving the Stark School Façade Grant Application for 502 Claremont.

Murphy was seeking the Façade Grant for Stark School on behalf of owner Jen Tabor. Total amount spent \$8,345.03. Murphy is recommending Grant Award being at 60% of itemized invoices and receipts totaling \$5,007.02.

**Motion made by Money, supported by Vigansky to approve the Façade Grant for Stark School at 502 Claremont. Roll call vote carries unanimously.**

4) **Grant Updates & Awards**- McCoy's Creek Trail Extension Grant update, Spark grant update, A Vision for Buchanan Urban Guild Award

Murphy touched on the Grants that were awarded and future grants progression. Excited to see Buchanan making a name in the Grant awards.

5) Kurt Garner to present update on Buchanan Preservation Plan

Kurt Garner gave a brief presentation on the Buchanan Preservation Plan. With the help of the Preservation Society on the important areas they would like to work on next as well as keeping the plan going for years to come.

**C. Clerk Report- Kalla Langston**

1) Recount update from November 8, 2022, General Election

Langston updated the commission on the recount with Weedon winning by one vote. Unfortunately, AVCB was unable to be recounted due to recount process of hand counting ballots to match what was tabulated. Lemay was able to challenge but decided against it.

*2) Prop-2 changes with the upcoming May 2023 Special Election.*

Langston went over highlights of Prop-2 and some of the financial aspects that will come with the changes. There will be lot to navigate in the upcoming elections but will be working with clerks throughout the County to make sure that the law is upheld, and security is in place.

**X. Unfinished Business**

- A. Appointment of Commissioners as Alternates to serve on any boards/committees/commissions-** *Consider making motions to appoint Commissioners as alternates to serve on City Boards/Committees/Commissions, as desired.*

Commissioners will decide which boards/committees they would like to be alternates for via survey that Grace will put together.

Langston wanted to clarify that no motion was made for ZBA alternate, that this one must be decided per charter.

**Motion made by Denson, supported by Weedon to appoint Commissioner Dan Vigansky as the ZBA Alternate. Roll call vote carries unanimously.**

- B. Microbusiness Ordinance-** *Consider the Second Reading of Ordinance 2022.12/435, Proposed Amendments to the Adult Use Microbusiness Ordinance to include Class A Microbusinesses, as is newly allowed via recently updated state law. If passed at second reading, the ordinance will take effect following publication.*

**Motion made by Vigansky, supported by Weedon to approve the second reading of ordinance 2022.12/435, as presented. Roll call vote carries unanimously.**

**XI. New Business**

- A. 1) Enter Closed Session-** *Consider entering Closed Session to discuss the potential lease or purchase of real property, pursuant to MCL 15.268 Section 8(1)(d).*

**Motion made by Weedon, supported by Money to enter closed session pursuant to MC 15.268 Section 8(1)(d) to discuss the potential lease or purchase of real property at 8:39 P.M. Roll call vote carries unanimously.**

**2) Re-Enter Open Session-** *Consider re-entering Open Session.*

**Motion made by Weedon, supported by Money to re-enter Open Session at 9:04 P.M. Roll call vote carries unanimously.**

**3) Action-** *Consider action pursuant to Closed Session discussions.*

**Motion made by Weedon, supported by Money to authorize the City Administration to take action pursuant to discussion held in closed session. Roll call vote carries unanimously.**

**XII. Communications** *(informational only, formal board action is not necessary for these items, unless so desired)*

- A. Downtown Infrastructure Road Right of Way Map Updates-** *maps are shared for informational purposes only, no action needed.*

- B. Previous Agenda Item, Progress Update-** *Andy Campbell indicated that he will not be ready to present information relating to the water/sewer rate proposals/USDA project until the January*

*meeting. Similarly, the updated City credit card policies are planned to be presented at that time as well.*

**XIII. Public Comment - Non-Agenda Items Only** *(3-minute limit)*

**XIV. Executive Comments**

**A. City Manager Comments**

Hoped everyone had a Great Holiday. Is very pleased to have such an uplifting meeting this evening. It's amazing to see the accomplishment from the staff as well as our business owners and our community. Looking forward to seeing all the great things that are coming to Buchanan.

**B. Commissioner Comments**

Weedon- No comment

Vigansky- No comment

Money- thanked the Commissioners for what they do. Thanked Baker for the great work that his crew has done in the city during this blizzard. Please let the DPW crew know that he thanks them very much. Thanked Jen Tabor for bringing in cookies for us tonight.

**C. Mayor Comments**

Thanked the City Staff for all their hard work.

**XV. Adjourn**

**Motion made by Money, supported by Weedon to adjourn the meeting at 9:07 P.M. Roll call vote carries unanimously.**

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Kalla Langston, City Clerk

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Mayor Sean Denison

**REGULAR CITY COUNCIL MEETING  
MINUTES COUNCIL CHAMBERS,  
1345 E. Main Street City of Niles, Michigan**

**Monday, September 11, 2023**

**PRESENT:** Council Members: Georgia Boggs, Gretchen Bertschy, Amanda Dunnem, Timothy Rogers, William Weimer, John DiCostanzo, Michael Thompson, and Mayor Nick Shelton

**ABSENT:** Charlie McAfee

**STAFF:** Huff, Bergman, Landgraf

**REGULAR COUNCIL MEETING**

The regular Niles City Council meeting was called to order by Mayor Shelton at 6:00 p.m. September 11, 2023. The Pledge of Allegiance was led by Mayor Nick Shelton.

**APPROVAL OF THE AGENDA:**

**Councilmember Rogers** moved, **Councilmember Thompson** seconded to approve the agenda as submitted with the removal of Public Comment.

**ROLL CALL: YEA:** Weimer, DiCostanzo, Thompson, Boggs, Bertschy, Dunnem, Rogers

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

**PUBLIC HEARINGS**

To receive public comment on the creation of a Residential Housing District at 411 Fort Street.

**CITIZEN PARTICIPATION: (PUBLIC COMMENTS)**

**Theresa Briand** of 1615 N 15<sup>th</sup> St, Apt 175 expressed gratitude to Ric Huff for his continued responsiveness to her inquiries and to all the Councilmembers who have taken the time to engage with her. Theresa explained that she seeking to raise awareness about instances where public agencies may have disregarded the FOIA laws, violated the Open Meetings Act and about a DDA employee, that in her opinion, appeared to have strayed from their oath and used their position for personal gain. She stated that she is holding public trustees accountable and her quest to understand our local government better.

**Brian Crespo** of 2112 Industrial Dr. addressed Council as to why he felt that NMR should be granted the Microbusiness Class A license.

**Marie Weimer** said that she hopes that we never forget 9/11.

**PRESENTATIONS:**

**CONSENT AGENDA:**

1. Consideration of approving the minutes of August 28, 2023.
2. Consideration of approving the list of bills dated September 5, 2023.
3. Consideration of scheduling a public hearing on September 25, 2023 at 6:00 pm to receive public comment on the proposed Commercial Facilities Exemption Application for Wolverine Investments, LLC at 411 Fort Street.

4. Consideration of scheduling a public hearing on September 25, 2023 at 6:00 pm to receive public comment on the proposed tax abatement program district for 411 Fort Street.
5. Consideration of scheduling a public hearing on September 25, 2023 at 6:00 pm to receive public comment on the proposed Commercial Facilities Exemption Application for Round Barn/Local Libations at 501 Grant Street.
6. Consideration of scheduling a public hearing on September 25, 2023 at 6:00 pm to receive public comment on the proposed tax abatement program district for Round Barn/Local Libations, LLC at 501 Grant Street.

**Councilmember Thompson** moved, **Councilmember Dunnem** seconded to approve the consent agenda as submitted.

**ROLL CALL: YEA:** DiCostanzo, Thompson, Boggs, Bertschy, Dunnem, Rogers, Weimer

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

#### **CITY ADMINISTRATOR'S REPORT:**

7. Consideration of authorizing the Utilities Department to accept water and sewer infrastructure, on behalf of the City of Niles, within Bertrand Crossing Industrial Park, authorize the Mayor to sign the Utilities Agreement, accept easements to access water and sewer mains and authorize the Utilities Manager to sign as the owner's authorized representative on the EGLE permit applications.

**Councilmember Bertschy** moved, **Councilmember Rogers** seconded to authorize the Utilities Department to accept water and sewer infrastructure, on behalf of the City of Niles, within Bertrand Crossing Industrial Park, authorize the Mayor to sign the Utilities Agreement, accept easements to access water and sewer mains and authorize the Utilities Manager to sign as the owner's authorized representative on the EGLE permit applications.

**ROLL CALL: YEA:** Thompson, Boggs, Bertschy, Dunnem, Rogers, Weimer, DiCostanzo

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

8. Consideration of authorizing the Department of Public works to purchase 2023 F-250 Pickup Truck from Tony Betten Ford of Grand Rapids, Michigan in the amount of \$51,021.00 for use by the Street Department and charge the purchase to Vehicle Capital Equipment Outlay Account.

**Councilmember Rogers** moved, **Councilmember Bertschy** seconded to authorize the Department of Public works to purchase 2023 F-250 Pickup Truck from Tony Betten Ford of Grand Rapids, Michigan in the amount of \$51,021.00 for use by the Street Department and charge the purchase to Vehicle Capital Equipment Outlay Account.

**ROLL CALL: YEA:** Boggs, Bertschy, Dunnem, Rogers, Weimer, DiCostanzo, Thompson

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

9. Consideration of authorizing budget amendments to the 2023 Fiscal Year General Fund revenue of \$2,253,998, the General Fund expense of \$2,337,747, and other funds, including Utility funds expense, of \$798,098.

**Councilmember Bertschy** moved, **Councilmember Dunnem** seconded to authorize budget amendments to the 2023 Fiscal Year General Fund revenue of \$2,253,998, the General Fund expense of \$2,337,747, and other funds, including Utility funds expense, of \$798,098.

**ROLL CALL: YEA:** Bertschy, Dunnem, Rogers, Weimer, DiCostanzo, Thompson, Boggs

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

10. Consideration of awarding a Microbusiness Class A Facility License to BS Ironwood, LLC of at 1641 E. Main Street.

**Councilmember Bertschy** moved, **Councilmember Dunnem** seconded to award a Microbusiness Class A Facility License to BS Ironwood, LLC of at 1641 E. Main Street.

**ROLL CALL: YEA:** Dunnem, Rogers, Weimer, DiCostanzo, Thompson, Boggs, Bertschy

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

11. Consideration of awarding a Microbusiness Class A Facility License to Native Michigan Remedies of 2112 Industrial Drive.

**Council Member Bertschy** moved, **Council Member Dunnem** seconded to award a Microbusiness Class A Facility License to Native Michigan Remedies of 2112 Industrial Drive.

**ROLL CALL: YEA:** Rogers, Weimer, DiCostanzo, Thompson, Boggs, Bertschy, Dunnem

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

12. Consideration of accepting a grant from Michigan Gateway Community Foundation in the amount of \$27,075.00 for use by the Help for Homes Initiative program for revitalization of owner-occupied homes in the 3<sup>rd</sup> Street corridor and authorize the Mayor to sign the agreement.

**Council Member DiCostanzo** moved, **Council Member Bertschy** seconded to accept a grant from Michigan Gateway Community Foundation in the amount of \$27,075.00 for use by the Help for Homes Initiative program for revitalization of owner-occupied homes in the 3<sup>rd</sup> Street corridor and authorize the Mayor to sign the agreement.

**ROLL CALL: YEA:** Weimer, DiCostanzo, Thompson, Boggs, Bertschy, Dunnem, Rogers

**NAY:** None **ABSENT:** McAfee **MOTION CARRIED**

#### **APPOINTMENTS:**

#### **CITY ATTORNEY'S REPORT:**

#### **COUNCILMEMBER'S REPORT:**

**Councilmember Thompson** thanked the Underground Laugh Lounge for the tickets that allowed his daughter and son-in-law to attend. They enjoyed it and would recommend others to attend. They also plan to return again. Thompson stated that he emailed Council links to videos on the difference of currency and money along with how our financial system basically works to prepare for discussing City fund investing. Thompson also shared an article on the scamdemic also known as the election variant.

**Councilmember Bertschy** moved, Thompson supported to excuse Mayor Shelton from the August 28, 2023 meeting. **AYES: 7 NAYES: 0 MOTION CARRIED**

Bertschy also announced that this Sunday will be the last Free Concerts in the Park. She acknowledged Caryn Adler and all the wonderful things that she has contributed to.

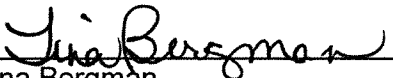
#### **MAYORS REPORT:**

**Mayor Shelton** gave thanks for being excused from the last meeting as he was in Ireland for the Notre Dame game where he was able to meet the Lord Mayor of Belfast. The Mayor congratulated the two businesses that were approved for a Class A Microbusiness License. He also announced that the Apple Festival begins September 28, 2023 and encouraged everyone to go. Lastly, he attended the ribbon cutting for the Underground Laugh Lounge. He found it incredible what the Koebel's have done with that space and is really proud of their efforts with the Carnegie Library. He encouraged everyone to get tickets before they are sold out.

#### **CLOSED SESSION:**

**ADJOURNMENT**

Councilmember Weimer moved to adjourn at 6:26 p.m.

  
\_\_\_\_\_  
Tina Bergman  
Niles City Clerk

9-25-23  
Date



# City Commission Agenda Report

City of Kalamazoo

Date: **6/5/2023**

Item: **H.6.**

**TO:** Mayor Anderson, Vice Mayor Cooney, and City Commissioners

**FROM:** Clyde J. Robinson, City Attorney

**DATE:** June 5, 2023

**SUBJECT:** Ordinance Amendment Permitting Class A Marihuana Microbusinesses

## **RECOMMENDATION:**

It is recommended that the City Commission adopt an amendment to Chapter 20B addressing Marijuana Commercial Businesses to permit the operation of Class A Microbusinesses.

## **BACKGROUND:**

Currently the City permits Microbusinesses to operate within the City. These licensees are permitted under State statute and local ordinance to cultivate not more than 150 mature marihuana plants, process and package marihuana, and sell or transfer marihuana to individuals 21 years of age and older. It is essentially a small scale vertically integrated (grow, process, and retail sales) business.

Class A Microbusinesses are authorized by the Cannabis Regulatory Agency by administrative rule. It is a larger operation which is permitted to cultivate not more than 300 mature marihuana plants; package marihuana; purchase marihuana concentrate and marihuana-infused products from licensed marihuana processors, and sell or transfer marihuana and marihuana-infused products to individuals 21 years of age and older. This business, while defined and identified in the City Code of Ordinances, is not presently permitted.

Recently the Zoning Board of Appeals granted a variance to a marijuana business located at 4525 West KL Avenue to operate a Class A Microbusiness. However, the granting of a use variance under the zoning code, cannot override the licensing ordinance which currently does not permit Class A Microbusinesses. The proposed amendment would address this matter by allowing Class A Microbusinesses.

Community Planning & Economic Development staff recommend this change. The only reason Class A Microbusinesses were not permitted in the previous amendment to the Marijuana Commercial Business ordinance was determining where such operations would be best located in the City under the zoning code. The location where the variance was granted is an acceptable site for this business.



The proposed amendment would place no limits on the number of Class A Microbusinesses, but the capitalization costs and State license fee (\$8,300 fee for a Microbusiness versus \$18,600 for a Class A Microbusiness) required for this type of business suggests that their number will be limited.

#### **STRATEGIC VISION ALIGNMENT:**

##### Strategic Goal Impact:

**Economic Vitality** - A supportive infrastructure for growing businesses and stabilizing the local economy for the benefit of all.

#### **COMMUNITY ENGAGEMENT:**

**Inform (one-way conversation)** – no feasible alternatives available due to legal/regulatory restrictions, standards and best practices, or resource limitations; the community will be made aware of the project.

#### **FISCAL IMPACT:**

Nominal.



July 3, 2024

City Commission  
City of Royal Oak  
203 S. Troy St.  
Royal Oak, MI 48067

Re: Request for Amendment to Royal Oak Marihuana Ordinance/  
Hours of Operation

Dear Mayor Fournier and City Commissioners:

Recently, our client, PGSH Holdings, LLC d/b/a Gatsby Cannabis Co. ("Gatsby"), received its State-issued Retailer License to operate at 5130 Meijer Drive. Gatsby wants to take this opportunity to thank the City Commission for its confidence in approving its Municipal License and providing extensions to complete its marihuana facilities.

While Gatsby has gotten off to a good start, they are finding current restrictions on the hours of operation to unnecessarily miss sales and customer visits to its business. During its first month of operation, Gatsby has had numerous instances where potential customers are arriving after 8:00 p.m. asking to be let in to make a purchase. Further, Gatsby has received telephone calls, emails and texts from potential customers complaining about the 8:00 p.m. closure.

Gatsby believes that these missed opportunities are due in large part to the hours of operation of the nearby Meijer store, which is open daily from 6:00 a.m. to midnight. Clearly, customers going to the Meijer store are then making a trip to Gatsby. As a result of the early closing hours, Gatsby is missing out on the opportunities of customers driving by and wanting to visit its business.

Attached is a chart of nearby communities' hours of operation for marihuana retailers. Seven nearby Oakland County communities have hours of operation that end at 9:00 p.m. or 10:00 p.m. A few other Macomb County communities have adopted similar closing hours. Based on this, Gatsby believes it is losing customers to other retailers in nearby communities due to the early closing time of 8:00 p.m.

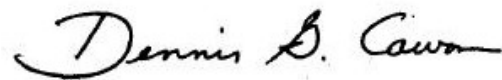
Gatsby is requesting that the operating hours for marihuana retailers be changed to allow operations between 9:00 a.m. and 10:00 p.m. Such a change is more consistent with the closing hours for neighboring marihuana businesses and will "level the playing field" for Royal Oak's marihuana retailers.

The amended Ordinance, at Ordinance 435-5A.4, would read as follows:

Operating Hours. No retailer or retail portion of a microbusiness shall operate between the hours of 10:00 p.m. and 9:00 a.m.

Gatsby respectfully requests the City Commission adopt this Ordinance change. Gatsby stands prepared to work with the City to facilitate the change in the hours of operation, as stated above.

Sincerely,

A handwritten signature in black ink that reads "Dennis G. Cowan". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Dennis G. Cowan  
Direct Dial: (248) 901-4029  
Cell: (248) 321-2820  
Email: [dcowan@plunkettcooney.com](mailto:dcowan@plunkettcooney.com)

DGC/cmw  
Attachment

cc: Mark Wollenweber  
Tim Thwing  
Niccolas Grochowski, Esq.  
Michael Bianchi  
Ricky Manjo

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## Selected Metro Detroit Marijuana Business Operation Hours Ordinances

City	Ordinance No.	Open Time	Closing Time
Berkley	Sec. 30-812, Additional operational standards	8:00 am	10:00 pm
Center Line	Sec. 320, Marihuana facilities and establishments overlay district	9:00 am	9:00 pm
Detroit	No. 2022-11, Ch. 20, Article VI, Sec. 20-6-39(c)(6)	9:00 am	10:00 pm
Ferndale	Sec. 24-165, Medical Marihuana Facility, Provisioning Center, Marihuana Retailer and Safety Compliance Facility	9:00 am	9:00 pm
Hazel Park	5.04.040, Facility requirements, and where applicable, temporary marihuana event requirements	8:00 am	10:00 pm
Madison Heights	No. 2159, Article XVII, Sec. 7-412(e) – Marihuana Establishments, Operating Requirements	8:00 am	10:00 pm
Pleasant Ridge	No. 445, Sec. 18 – Facility Requirements; Operating Standards	10:00 am	9:00 pm
Pontiac	No. 2406, Adult Use Marihuana Business Licensing	7:00 am  In Downtown Overlay District: 7:00 am	10:00 pm  In Downtown Overlay District: 2:00 am
Royal Oak	No. 2020-06, Recreational Marihuana Licensing Ordinance	8:00 am	8:00 pm
Southfield	No. 1722, Zoning and Planning, Article 19, Sec. 5.179, Uses Permitted Subject to Special Approval and Licensing	Mon-Fri 9:00 am Sat 9:00 am Sun 10:00 am	Mon-Fri 9:00 pm Sat 6:00 pm Sun 6:00 pm
Utica	Marihuana Business Ordinance, Ch. 14, Article XI, Sec. 14-616, Sales prohibited during certain hours	7:00 am	10:00 pm
Waterford	No. 2023-005, Medical Marihuana Facility Licensing Ordinance	Mon-Sat 9:00 am Sun 10:00 am	Mon-Sat 10:00 pm Sun 6:00 pm

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